

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

6:00 PM

**THURSDAY, AUGUST 27, 2020
CANYON VIEW COMMUNITY CENTER, FOOTHILLS ROOM
471 MAIDU DRIVE, AUBURN, CA 95603**

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

The public may participate in the meeting through Zoom. The link for this meeting is <https://zoom.us/j/97202639513> The public can use this link and/or call 1 669 900 6833 Webinar ID: 972 0263 9513 to participate.

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

Questions and comments can be sent via email to the District Administrator no later than 5:00pm. These emails will be read aloud at the meeting and responded to accordingly. Emails can be sent during the meeting, and staff will work to ensure that all are read, however the best way to have your comment heard is through the Zoom meeting or the associated phone number.

The Auburn Area Recreation and Park District appreciates your patience and understanding as we work through this new method of holding a public meeting.

1.0 CALL TO ORDER

(PLEDGE TO THE FLAG)

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

Roll Call

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

4.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be un-muted after you are recognized by the Board Chairperson. People only calling in should press #9 to telephonically raise your hand. Please state your name, and address for the record (optional). There is a time limitation of three minutes.

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

_____ **5.1 Review and approval of Minutes of the Board of Directors from July 30, 2020 (Pages 5 – 10)**

Review and approval of Minutes of the Board of Directors from June 25, 2020

_____ **5.2 Review of Cash Requirements for July, 2020 (Standing Finance Committee) (Pages 11 – 14)**

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

_____ **5.3 Review and Approval of Financials for July, 2020 (Standing Finance Committee) (Pages 15 – 21)**

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

_____ **5.4 Resolution Number 2020-26: Transfer of Contingency Funds to CalPERS Unfunded Liability Fund (Standing Finance Committee) (Pages 22 – 23)**

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

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS (Pages 24 – 42)

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

_____ **7.0 UNFINISHED BUSINESS**

_____ **7.1 Reusable, Recyclable or Compostable Food Containers and Utensil Use Within ARD and by Vendors at ARD Events (Program, Personnel, Policy, Fee & Legal Review Committee) (Pages 43 – 46)**

Shall the Auburn Area Recreation and Park district (ARD) create a policy that would require reusable, recyclable or compostable food containers and utensils within ARD and by vendors at ARD events?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

_____ **8.0 NEW BUSINESS**

_____ **8.1 Resolution 2020-25: Approval of Application(s) Per Capita Funding (Acquisition & Development Committee) (Pages 47 – 50)**

In order for the District (any public agency) to make application for the upcoming “California Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act of 2018” Per Capital Grant Program, the agency must certify by resolution the approval of project application(s) before submission of any applications to the State.

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

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

1. Rock Creek Mobile Home Encroachments at Regional Park (Program, Personnel, Policy, Fee & Legal Review Committee) (Pages 51 – 58)
2. County Mitigation Fund, current balance \$487,738.

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

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

_____ **11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

_____ **12.0 PUBLIC COMMENT** – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be unmuted after you are recognized by the Board Chairperson. People only calling in should press #9 to telephonically raise your hand. Please state your name, and address for the record (optional). There is a time limitation of three minutes.

_____ **13.0 CLOSED SESSION**

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

Title: District Administrator

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

ADJOURNMENT

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

Date

Time

Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM JULY 30, 2020

INFORMATION: SEE ATTACHED MINUTES

STAFF RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE MINUTES

FISCAL IMPACT: NONE

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, July 30, 2020, 6:00 p.m.**

Board Members

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

Board Members

Absent: None.

Staff Present:

Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Jesse Williams, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Mark Brunner, Recreation Services Manager
Debbie Thomas, Youth Services Manager
Mike Scheele, Landscape Architect/Project Manager
Pat Larson, Recording Secretary

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:41 p.m. by Chairman Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A slide presentation was given by District Administrator Kahl Muscott for Youth Services Manager Debbie Thomas on her upcoming retirement in August, 2020.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Lynch and seconded by Director Gray to approve the agenda as written.

Roll Call Vote

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

5 – 0 Motion carries.

4.0 PUBLIC COMMENT - None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from June 25, 2020**
- 5.2 Review of Cash Requirements for June, 2020 (Standing Finance Committee)**
- 5.3 Review and Approval of Financials for May, 2020 (Acquisition & Development Committee)**
- 5.4 Review and Approval of Financials for June, 2020 (Acquisition & Development Committee)**
- 5.5 Amendments to the Youth Services Program Coordinator Job Description (Program, Personnel, Policy, Fee & Legal Review Committee)**
- 5.6 Resolution Number 2020-24: Authorizing Recreation Services Manager Mark Brunner as Representative for State Licensed After School Facilities (Program, Personnel, Policy, Fee & Legal Review Committee)**
- 5.7 Increase in Wage Scales Per Tentative Union Contract (Program, Personnel, Policy, Fee & Legal Review Committee)**

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

Roll Call Vote

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

5 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

7.0 NEW BUSINESS

7.1 Audit for Fiscal Year 2019 – 2020 (Standing Finance Committee)

A motion was made by Director Ainsleigh and seconded by Director Holbrook to adopt the Audit for Fiscal Year 2019 – 2020.

Roll Call Vote

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

5 – 0 Motion carries.

7.2 Ratification of Union Contract

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the agreement between ARD and the Local 39 Operating Engineers.

Roll Call Vote

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

5 – 0 Motion carries.

7.3 CalPERS Change in Auburn Area Recreation and Park District’s Medical Family Benefit

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the CalPERS change in Auburn Area Recreation and Park District’s Medical Family Benefit.

Roll Call Vote

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

5 – 0 Motion carries.

7.4 Placer County Auditor-Controller MOU (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ferris to approve the Memorandum of Understanding with the Placer County Auditor and ARD for services Provided.

Roll Call Vote

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

5 - 0 Motion carries.

8.0 NEW BUSINESS

8.1 Unfunded CalPERS Pension Reserve Funding (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Holbrook to transfer \$12,000 from the ARD Contingency Fund to the CalPERS Pension Reserve Fund.

Roll Call Vote

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

4 - 1 Motion carries.

8.2 24 Acres Project – Proposition 68 Grant Opportunity Update (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Ferris to approve the amount of up to \$190,000 for the Proposition 68 Grant Opportunity from the Future Capital Construction Reserve Account for the master plan refinement and CEQA process.

Roll Call Vote

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

3 – 1 – 1 Motion carries.

8.3 Reusable, Recyclable or Compostable Food Containers and Utensil Use Within ARD and by Vendors at ARD Events (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Ferris to send this item to the Program, Personnel, Policy, Fee & Legal Review Committee to create a written policy.

Roll Call Vote

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

5 - 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Rock Creek Mobile Home Park Encroachments at Regional Park. There was consensus by the ARD Board of Directors to send this item back to the Program, Personnel, Policy, Fee & Legal Review Committee and to have legal counsel prepare an encroachment agreement. This item will then be sent to the ARD Board of Directors again as an action item at the August, 2020 Board meeting.
2. County Mitigation Fund, current balance \$487,738.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – Closed Session was cancelled.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:54 p.m. by Chairman Holbrook.

Board Secretary

Date

SECTION: 5.0

ITEM: 5.2 REVIEW OF CASH REQUIREMENTS JULY, 2020

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: \$259,750.13

Ranges: From: To: From: To:
 Check Number First Last Check Date 7/1/2020 7/31/2020
 Vendor ID First Last Checkbook ID COMM 1ST COMM 1ST
 Vendor Name First Last

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
20407	1099-218	Auburn Gymnastics Center	7/2/2020	COMM 1ST	PMCHK00002669	\$341.25
20408	1099-256	Healing Pastures, Inc.	7/2/2020	COMM 1ST	PMCHK00002669	\$825.00
20409	1099-295	Juli Land-Marx	7/2/2020	COMM 1ST	PMCHK00002669	\$3,000.00
20410	A0013	AT&T	7/2/2020	COMM 1ST	PMCHK00002669	\$64.20
20411	A0014	AT&T	7/2/2020	COMM 1ST	PMCHK00002669	\$308.86
20412	A0139	Auburn Ford	7/2/2020	COMM 1ST	PMCHK00002669	\$187.50
20413	A0169	AT&T Acct 303817271	7/2/2020	COMM 1ST	PMCHK00002669	\$42.80
20414	A0170	AT&T Acct 088-034-5818-655	7/2/2020	COMM 1ST	PMCHK00002669	\$90.95
20415	C0072	CIT Technology Fin. Serv., Inc	7/2/2020	COMM 1ST	PMCHK00002669	\$470.75
20416	C0133	California Smog	7/2/2020	COMM 1ST	PMCHK00002669	\$35.00
20417	D0015	Department of Social Services	7/2/2020	COMM 1ST	PMCHK00002669	\$484.00
20418	F0038	Fastenal Company	7/2/2020	COMM 1ST	PMCHK00002669	\$1,540.86
20419	F0047	Fuentes Pond Maintenance	7/2/2020	COMM 1ST	PMCHK00002669	\$5,200.00
20420	H0062	Home Depot Pro	7/2/2020	COMM 1ST	PMCHK00002669	\$76.36
20421	L0033	Les Schwab	7/2/2020	COMM 1ST	PMCHK00002669	\$233.76
20422	M0013	Meadow Vista Hardware	7/2/2020	COMM 1ST	PMCHK00002669	\$108.34
20423	M0071	Mission Protection Systems Inc	7/2/2020	COMM 1ST	PMCHK00002669	\$189.00
20424	M0099	George Eric Menig	7/2/2020	COMM 1ST	PMCHK00002669	\$5,375.00
20425	N0003	Norris Electric, Inc.	7/2/2020	COMM 1ST	PMCHK00002669	\$3,734.02
20426	N0012	Nevada Irrigation District	7/2/2020	COMM 1ST	PMCHK00002669	\$569.03
20427	N0045	Near U CO2	7/2/2020	COMM 1ST	PMCHK00002669	\$273.36
20428	N0048	Normac, Inc.	7/2/2020	COMM 1ST	PMCHK00002669	\$30.88
20429	P0005	Placer County Water Agency	7/2/2020	COMM 1ST	PMCHK00002669	\$4,451.95
20430	P0023	PG&E	7/2/2020	COMM 1ST	PMCHK00002669	\$88.53
20431	P0058	Pitney Bowes Credit Corporatio	7/2/2020	COMM 1ST	PMCHK00002669	\$106.18
20432	R0025	Rotary Club of Auburn	7/2/2020	COMM 1ST	PMCHK00002669	\$200.00
20433	R0027	Ross Recreation Equipment, Inc	7/2/2020	COMM 1ST	PMCHK00002669	\$2,083.19
20434	R0057	Reserve Account	7/2/2020	COMM 1ST	PMCHK00002669	\$500.00
20435	R0073	Riebes Auto Parts	7/2/2020	COMM 1ST	PMCHK00002669	\$64.39
20436	S0016	Sam's Club	7/2/2020	COMM 1ST	PMCHK00002669	\$597.42
20437	S0025	Sierra Pacific Turf Supply, In	7/2/2020	COMM 1ST	PMCHK00002669	\$9,338.96
20438	S0034	Thatcher Company	7/2/2020	COMM 1ST	PMCHK00002669	\$1,078.40
20439	S0054	Souza's Tire Service	7/2/2020	COMM 1ST	PMCHK00002669	\$787.38
20440	T0031	Turf Star, Inc.	7/2/2020	COMM 1ST	PMCHK00002669	\$1,570.90
20441	T0071	TIAA Commercial Finance, Inc.	7/2/2020	COMM 1ST	PMCHK00002669	\$107.34
20442	T1000	Transamerica Life Insurance	7/2/2020	COMM 1ST	PMCHK00002669	\$480.00
20443	TEMPA	Auburn Elementary	7/2/2020	COMM 1ST	PMCHK00002669	\$340.00
20444	TEMPB	Rose Bauer	7/2/2020	COMM 1ST	PMCHK00002669	\$199.00
20445	TEMPC	Shelley Catanyag	7/2/2020	COMM 1ST	PMCHK00002669	\$145.00
20446	TEMPE	Heather DePaul	7/2/2020	COMM 1ST	PMCHK00002669	\$103.00
20447	TEMPH	Chris Hill	7/2/2020	COMM 1ST	PMCHK00002669	\$25.20
20448	TEMPP	Jenn Paone	7/2/2020	COMM 1ST	PMCHK00002669	\$30.00
20449	V0004	Valley Truck & Tractor Co.	7/2/2020	COMM 1ST	PMCHK00002669	\$232.58
20450	V0007	Verizon Wireless	7/2/2020	COMM 1ST	PMCHK00002669	\$890.73
20451	W0001	Walker's Office Supplies, Inc.	7/2/2020	COMM 1ST	PMCHK00002669	\$336.67
20452	W0003	Warehouse Paint Incorporated	7/2/2020	COMM 1ST	PMCHK00002669	\$831.74
20453	T1000	Transamerica Life Insurance	7/2/2020	COMM 1ST	PMCHK00002670	\$20.00
20454	TEMPA	Michael Allison	7/2/2020	COMM 1ST	PMCHK00002670	\$85.00
20455	TEMPB	Bowman Charter School	7/2/2020	COMM 1ST	PMCHK00002670	\$640.00
20456	TEMPE	Seyem Estep	7/2/2020	COMM 1ST	PMCHK00002670	\$289.00
20457	TEMPP	Wendy Goebel	7/2/2020	COMM 1ST	PMCHK00002670	\$179.00
20458	TEMPL	Heather Leslie	7/2/2020	COMM 1ST	PMCHK00002670	\$330.00
20459	TEMPT	Tracie Tweet	7/2/2020	COMM 1ST	PMCHK00002670	\$169.00
ACH JULY UNITY	U0032	UnityFisolutions	7/2/2020	COMM 1ST	PMCHK00002671	\$64.70
20467	CO042	Court-Ordered Debt Collections	7/10/2020	COMM 1ST	PMCHK00002672	\$132.69
20468	S1007	Stationary Engineers, Local 39	7/10/2020	COMM 1ST	PMCHK00002672	\$383.79
20469	TEMPB	Nick Baxter	7/10/2020	COMM 1ST	PMCHK00002672	\$645.00
20470	TEMPC	Jeff Campbell	7/10/2020	COMM 1ST	PMCHK00002672	\$470.00
20471	TEMPE	Heather DePaul	7/10/2020	COMM 1ST	PMCHK00002672	\$477.00
20472	TEMPP	Kathryn Fujii	7/10/2020	COMM 1ST	PMCHK00002672	\$595.00
20473	TEMPH	Julie Holcomb	7/10/2020	COMM 1ST	PMCHK00002672	\$520.00
20474	TEMPM	Linda Marden	7/10/2020	COMM 1ST	PMCHK00002672	\$60.00
20475	TEMPR	Mike Reale	7/10/2020	COMM 1ST	PMCHK00002672	\$595.00
20476	TEMPS	Jennifer Sturgeon	7/10/2020	COMM 1ST	PMCHK00002672	\$495.00
20477	TEMPT	Brian Varvas	7/10/2020	COMM 1ST	PMCHK00002672	\$590.00
20478	TEMPW	Josh Woytus	7/10/2020	COMM 1ST	PMCHK00002672	\$490.00
20479	U0033	United States Treasury	7/10/2020	COMM 1ST	PMCHK00002672	\$75.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
20480	U0019	US Bank	7/14/2020	COMM 1ST	PMCHK00002673	\$10,077.71
20481	1099-147	Tom Isaac	7/17/2020	COMM 1ST	PMCHK00002674	\$1,519.00
20482	1099-16	Skyhawks Sports	7/17/2020	COMM 1ST	PMCHK00002674	\$819.00
20483	1099-254	Ralph Kendrick	7/17/2020	COMM 1ST	PMCHK00002674	\$148.50
20484	1099-269	Deborah Lynn	7/17/2020	COMM 1ST	PMCHK00002674	\$156.00
20485	1099-271	Kelpro Security	7/17/2020	COMM 1ST	PMCHK00002674	\$2,250.00
20486	1099-313	Alison Lloyd	7/17/2020	COMM 1ST	PMCHK00002674	\$420.00
20487	1099-342	Susie Bell	7/17/2020	COMM 1ST	PMCHK00002674	\$540.00
20488	1099-373	Metal Arts Academy	7/17/2020	COMM 1ST	PMCHK00002674	\$130.00
20489	A0001	Recology Auburn Placer	7/17/2020	COMM 1ST	PMCHK00002674	\$1,278.99
20490	A0013	AT&T	7/17/2020	COMM 1ST	PMCHK00002674	\$64.20
20491	A0027	Recology Auburn Placer	7/17/2020	COMM 1ST	PMCHK00002674	\$1,132.71
20492	A0051	Anderson's Sierra Pipe Co.	7/17/2020	COMM 1ST	PMCHK00002674	\$180.33
20493	A0134	Advanced Intregated Pest Mana	7/17/2020	COMM 1ST	PMCHK00002674	\$150.00
20494	A0139	Auburn Ford	7/17/2020	COMM 1ST	PMCHK00002674	\$3,273.42
20495	A0169	AT&T Acct 303817271	7/17/2020	COMM 1ST	PMCHK00002674	\$42.80
20496	B0069	Bidwell Water	7/17/2020	COMM 1ST	PMCHK00002674	\$99.00
20497	C0002	CARPD	7/17/2020	COMM 1ST	PMCHK00002674	\$2,500.00
20498	C0004	CAPRI	7/17/2020	COMM 1ST	PMCHK00002674	\$60,637.50
20499	C0058	City Of Auburn	7/17/2020	COMM 1ST	PMCHK00002674	\$20,442.84
20500	C0061	California Computer Services	7/17/2020	COMM 1ST	PMCHK00002674	\$125.00
20501	C0111	Cal.net	7/17/2020	COMM 1ST	PMCHK00002674	\$66.90
20502	C0113	Cooks Portable Toilets & Septi	7/17/2020	COMM 1ST	PMCHK00002674	\$1,846.26
20503	C0130	Cirrus Group LLC	7/17/2020	COMM 1ST	PMCHK00002674	\$1,586.95
20504	D0010	Diamond Pacific	7/17/2020	COMM 1ST	PMCHK00002674	\$87.68
20505	D0025	Dawson Oil Company	7/17/2020	COMM 1ST	PMCHK00002674	\$3,358.02
20506	D0066	De Lage Landen Financial Servi	7/17/2020	COMM 1ST	PMCHK00002674	\$332.48
20507	D0087	Demsey, Filliger & Associates,	7/17/2020	COMM 1ST	PMCHK00002674	\$1,000.00
20508	F0047	Fuentes Pond Maintenance	7/17/2020	COMM 1ST	PMCHK00002674	\$2,400.00
20509	G0027	Giuliani & Kull - Auburn Inc.	7/17/2020	COMM 1ST	PMCHK00002674	\$1,200.00
20510	G0073	General Plumbing Supply, Inc.	7/17/2020	COMM 1ST	PMCHK00002674	\$140.43
20511	H0056	Humana Dental Ins. Co	7/17/2020	COMM 1ST	PMCHK00002674	\$2,404.99
20512	H0062	Home Depot Pro	7/17/2020	COMM 1ST	PMCHK00002674	\$112.86
20513	K0010	Knorr Systems, Inc.	7/17/2020	COMM 1ST	PMCHK00002674	\$480.00
20514	L0027	Pat Larson	7/17/2020	COMM 1ST	PMCHK00002674	\$28.29
20515	L0033	Les Schwab	7/17/2020	COMM 1ST	PMCHK00002674	\$445.11
20516	M0013	Meadow Vista Hardware	7/17/2020	COMM 1ST	PMCHK00002674	\$175.57
20517	M0098	Meadow Vista County Water Dist	7/17/2020	COMM 1ST	PMCHK00002674	\$2,021.63
20518	N0003	Norris Electric, Inc.	7/17/2020	COMM 1ST	PMCHK00002674	\$11,780.18
20519	N0045	Near U CO2	7/17/2020	COMM 1ST	PMCHK00002674	\$119.07
20520	P0001	Placer Farm Supply	7/17/2020	COMM 1ST	PMCHK00002674	\$15.22
20521	P0007	Pacific Gas & Electric Company	7/17/2020	COMM 1ST	PMCHK00002674	\$2,821.88
20522	P0102	Pape' Machinery	7/17/2020	COMM 1ST	PMCHK00002674	\$3,214.41
20523	R0065	River City Rentals	7/17/2020	COMM 1ST	PMCHK00002674	\$683.40
20524	R0073	Riebes Auto Parts	7/17/2020	COMM 1ST	PMCHK00002674	\$599.14
20525	S0094	Manouch Shirvanioun	7/17/2020	COMM 1ST	PMCHK00002674	\$34.92
20526	S0145	SCP Pool Distributors LLC	7/17/2020	COMM 1ST	PMCHK00002674	\$499.11
20527	S0154	Mike Scheele	7/17/2020	COMM 1ST	PMCHK00002674	\$100.63
20528	S0159	Sac Ice	7/17/2020	COMM 1ST	PMCHK00002674	\$262.98
20529	S0163	Steffen's HVAC Services	7/17/2020	COMM 1ST	PMCHK00002674	\$2,053.00
20530	S1000	State Of California/DOJ	7/17/2020	COMM 1ST	PMCHK00002674	\$266.00
20531	S1003	Sutter Medical Foundation	7/17/2020	COMM 1ST	PMCHK00002674	\$971.00
20532	TEMPB	Ilene Barbree	7/17/2020	COMM 1ST	PMCHK00002674	\$180.00
20533	TEMPC	Kim Cooper	7/17/2020	COMM 1ST	PMCHK00002674	\$150.00
20534	TEMPD	Lisa Duck	7/17/2020	COMM 1ST	PMCHK00002674	\$150.00
20535	TEMPH	Talerra Hontou	7/17/2020	COMM 1ST	PMCHK00002674	\$330.00
20536	TEMPJ	Louise Johnston	7/17/2020	COMM 1ST	PMCHK00002674	\$130.00
20537	TEMPK	Alina Kuchina	7/17/2020	COMM 1ST	PMCHK00002674	\$37.32
20538	TEMPL	Jessica Loer	7/17/2020	COMM 1ST	PMCHK00002674	\$80.00
20539	TEMPM	Suzie Moore	7/17/2020	COMM 1ST	PMCHK00002674	\$99.00
20540	TEMPO	Stephanie Owyoung	7/17/2020	COMM 1ST	PMCHK00002674	\$450.00
20541	TEMPP	Tania Paladini	7/17/2020	COMM 1ST	PMCHK00002674	\$150.00
20542	TEMPR	Meshay Robinson	7/17/2020	COMM 1ST	PMCHK00002674	\$515.00
20543	TEMPS	Phil Sparling	7/17/2020	COMM 1ST	PMCHK00002674	\$630.00
20544	TEMPU	UAIC	7/17/2020	COMM 1ST	PMCHK00002674	\$305.00
20545	TEMPW	Kathleen Williams	7/17/2020	COMM 1ST	PMCHK00002674	\$254.00
20546	U0032	UnityFIsolutions	7/17/2020	COMM 1ST	PMCHK00002674	\$125.00
20547	V0004	Valley Truck & Tractor Co.	7/17/2020	COMM 1ST	PMCHK00002674	\$304.74
20548	W0001	Walker's Office Supplies, Inc.	7/17/2020	COMM 1ST	PMCHK00002674	\$1,400.69
20549	W0010	Waxie Sanitary Supply	7/17/2020	COMM 1ST	PMCHK00002674	\$928.96
20550	W0044	Wave	7/17/2020	COMM 1ST	PMCHK00002674	\$1,842.50
20551	C0042	Court-Ordered Debt Collections	7/24/2020	COMM 1ST	PMCHK00002675	\$132.69
20552	S1007	Stationary Engineers, Local 39	7/24/2020	COMM 1ST	PMCHK00002675	\$365.90
20553	TEMPB	Kyleigh Burgess	7/24/2020	COMM 1ST	PMCHK00002675	\$58.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
20554	TEMPC	Jillian Chandler	7/24/2020	COMM 1ST	PMCHK00002675	\$300.00
20555	TEMPO	Ashley Dembosz	7/24/2020	COMM 1ST	PMCHK00002675	\$26.25
20556	TEMPO	Roxanna Garcia	7/24/2020	COMM 1ST	PMCHK00002675	\$58.00
20557	TEMPO	Al Mattson	7/24/2020	COMM 1ST	PMCHK00002675	\$605.00
20558	TEMPO	Francisco Reyes	7/24/2020	COMM 1ST	PMCHK00002675	\$140.00
20559	TEMPO	Alexandra Ung	7/24/2020	COMM 1ST	PMCHK00002675	\$119.00
20560	TEMPO	Laura Wilson	7/24/2020	COMM 1ST	PMCHK00002675	\$1,530.00
20561	U0033	United States Treasury	7/24/2020	COMM 1ST	PMCHK00002675	\$75.00
20562	TEMPO	Melanie Biagi	7/27/2020	COMM 1ST	PMCHK00002676	\$150.00
20563	TEMPO	Nick Cunningham	7/27/2020	COMM 1ST	PMCHK00002676	\$70.00
20564	TEMPO	Karena Del Sarto	7/27/2020	COMM 1ST	PMCHK00002676	\$50.00
20565	TEMPO	Jennifer Jackson	7/27/2020	COMM 1ST	PMCHK00002676	\$253.00
20566	TEMPO	Joey Montero	7/27/2020	COMM 1ST	PMCHK00002676	\$615.00
20567	TEMPS	Lynn Saxelby	7/27/2020	COMM 1ST	PMCHK00002676	\$125.00
20568	1099-147	Tom Isaac	7/31/2020	COMM 1ST	PMCHK00002677	\$1,404.00
20569	1099-149	Katherine Doak	7/31/2020	COMM 1ST	PMCHK00002677	\$260.00
20570	1099-16	Skyhawks Sports	7/31/2020	COMM 1ST	PMCHK00002677	\$750.75
20571	1099-256	Healing Pastures, Inc.	7/31/2020	COMM 1ST	PMCHK00002677	\$1,297.50
20572	1099-328	Douglas Christensen	7/31/2020	COMM 1ST	PMCHK00002677	\$3,583.45
20573	1099-342	Susie Bell	7/31/2020	COMM 1ST	PMCHK00002677	\$360.00
20574	1099-343	Faith Petersen	7/31/2020	COMM 1ST	PMCHK00002677	\$462.00
20575	1099-373	Metal Arts Academy	7/31/2020	COMM 1ST	PMCHK00002677	\$260.00
20576	1099-374	Sarah Violett	7/31/2020	COMM 1ST	PMCHK00002677	\$624.00
20577	A0014	AT&T	7/31/2020	COMM 1ST	PMCHK00002677	\$313.55
20578	A0091	Altara	7/31/2020	COMM 1ST	PMCHK00002677	\$87.50
20579	A0139	Auburn Ford	7/31/2020	COMM 1ST	PMCHK00002677	\$320.96
20580	C0072	CIT Technology Fin. Serv., Inc	7/31/2020	COMM 1ST	PMCHK00002677	\$470.75
20581	C0111	Cal.net	7/31/2020	COMM 1ST	PMCHK00002677	\$66.90
20582	D0010	Diamond Pacific	7/31/2020	COMM 1ST	PMCHK00002677	\$263.36
20583	F0038	Fastenal Company	7/31/2020	COMM 1ST	PMCHK00002677	\$1,227.60
20584	F0047	Fuentes Pond Maintenance	7/31/2020	COMM 1ST	PMCHK00002677	\$1,468.13
20585	M0013	Meadow Vista Hardware	7/31/2020	COMM 1ST	PMCHK00002677	\$78.60
20586	N0003	Norris Electric, Inc.	7/31/2020	COMM 1ST	PMCHK00002677	\$519.77
20587	N0012	Nevada Irrigation District	7/31/2020	COMM 1ST	PMCHK00002677	\$663.75
20588	N0045	Near U CO2	7/31/2020	COMM 1ST	PMCHK00002677	\$152.30
20589	O0021	Amy Oddo	7/31/2020	COMM 1ST	PMCHK00002677	\$42.50
20590	P0005	Placer County Water Agency	7/31/2020	COMM 1ST	PMCHK00002677	\$268.72
20591	P0007	Pacific Gas & Electric Company	7/31/2020	COMM 1ST	PMCHK00002677	\$7,742.96
20592	P0023	PG&E	7/31/2020	COMM 1ST	PMCHK00002677	\$88.61
20593	P0031	Placer Hills Union Elem. Schoo	7/31/2020	COMM 1ST	PMCHK00002677	\$325.00
20594	R0073	Riebes Auto Parts	7/31/2020	COMM 1ST	PMCHK00002677	\$63.75
20595	S0009	Sierra Saw Sales And Service	7/31/2020	COMM 1ST	PMCHK00002677	\$146.78
20596	S0016	Sam's Club	7/31/2020	COMM 1ST	PMCHK00002677	\$343.60
20597	S0034	Thatcher Company	7/31/2020	COMM 1ST	PMCHK00002677	\$3,410.01
20598	S0083	Sundowner Trailers of Californ	7/31/2020	COMM 1ST	PMCHK00002677	\$11,912.60
20599	S0145	SCP Pool Distributors LLC	7/31/2020	COMM 1ST	PMCHK00002677	\$288.17
20600	T0071	TIAA Commercial Finance, Inc.	7/31/2020	COMM 1ST	PMCHK00002677	\$107.34
20601	T1000	Transamerica Life Insurance	7/31/2020	COMM 1ST	PMCHK00002677	\$420.00
20602	TEMPO	Lindsay Agaloff	7/31/2020	COMM 1ST	PMCHK00002677	\$112.00
20603	TEMPO	Lori Blachowski	7/31/2020	COMM 1ST	PMCHK00002677	\$42.50
20604	TEMPO	CJD Foundation	7/31/2020	COMM 1ST	PMCHK00002677	\$310.00
20605	TEMPO	Shery Davis-Miller	7/31/2020	COMM 1ST	PMCHK00002677	\$145.00
20606	TEMPO	Michelle Hall	7/31/2020	COMM 1ST	PMCHK00002677	\$150.00
20607	TEMPO	Leslye Janusz	7/31/2020	COMM 1ST	PMCHK00002677	\$130.00
20608	TEMPO	Margarita Korpi	7/31/2020	COMM 1ST	PMCHK00002677	\$65.00
20609	TEMPO	Carrie Lambourne	7/31/2020	COMM 1ST	PMCHK00002677	\$30.00
20610	TEMPO	Erika Manriquez	7/31/2020	COMM 1ST	PMCHK00002677	\$600.00
20611	TEMPO	Virginia Pappas	7/31/2020	COMM 1ST	PMCHK00002677	\$140.00
20612	TEMPS	Sage Stowers	7/31/2020	COMM 1ST	PMCHK00002677	\$30.00
20613	TEMPT	Nicole Tavarew	7/31/2020	COMM 1ST	PMCHK00002677	\$224.00
20614	TEMPO	Cherie Vallero	7/31/2020	COMM 1ST	PMCHK00002677	\$112.00
20615	U0016	Uptown Signs & Graphics, Inc.	7/31/2020	COMM 1ST	PMCHK00002677	\$244.53
20616	V0007	Verizon Wireless	7/31/2020	COMM 1ST	PMCHK00002677	\$776.60
20617	W0001	Walker's Office Supplies, Inc.	7/31/2020	COMM 1ST	PMCHK00002677	\$1,288.62
20618	W0010	Waxie Sanitary Supply	7/31/2020	COMM 1ST	PMCHK00002677	\$650.15

Total Checks: 206

Total Amount of Checks: \$259,750.13

SECTION: 5.0

ITEM: 5.3 REVIEW AND APPROVAL OF FINANCIALS FOR JULY, 2020

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: NONE

Accounting's Report, August 2020 Finance Meeting:
Veona Galbraith- Administrative Services Manager

July's Financials

Revenues –

- **Program Revenues** are up \$55,000 above budget. (Youth Services programs \$24,000, Aquatic programs \$7,000 and Rec Camps/Classes \$26,000)
- **Rents and Concessions** are up \$27,000 above budget; however, we still have quite a few Field rentals that will most certainly be cancelled as those dates approach. We have \$13,000 above budget in Pool Rentals. Time will tell if we are able to retain that revenue in the future.
- **Miscellaneous Revenues** are up because we received \$15,000 for our new trailer and reimbursement for our truck repairs. (the accident was in last fiscal year, so we report the revenue here)
- **Interest Revenue** is under because we have not received final June or July reports from Placer County
- **Tax Revenues** are up by \$76,000.

Expenses –

- **Program Expenses** are above budget, since we ran programs that weren't budgeted for, we have expenses in running those programs.
- **Utilities Expense** are over by \$14,800. \$5,000 was a true-up for our Solar at Rec Park, we anticipate that the system needs repaired (which is being looked into), Water is high at MV Park because we had some leaks that needed to be fixed.
- **Maintenance Expenses** are over by \$12,000. Vehicle and Equipment maintenance is up by \$7,000 on each of those line items.
- **Benefits & Payroll Expenses** are under by \$76,000. Some savings have come from a reduction in Compensated Absences. Most savings have occurred due to cut hours. (Admin \$8,800, C Serv \$9,500, and F & G \$41,000 which is currently understaffed)
- **Assets** are over by \$30,000. The mower was budgeted for in fiscal year 2019-20, but didn't arrive until this fiscal year. Funds to pay for this come from the Equipment Reserves.

PROFIT & LOSS
20/21 Approved Budget

	Approved Budget FY 20-21	% Of Total	Mid-Yr Revision FY 20-21	2020		Last Yr July Actuals	2020 YTD ACTUALS	2020 YTD BUDGET	Last Yr YTD ACTUALS
				July ACTUALS	YTD ACTUALS				
Operating Revenues									
Program Revenue	559,332	12%	559,332	56,698	19%	109,320	166,260	110,534	565,433
Facility Revenue	25,252	1%	25,252	(3,730)	-1%	10,148	22,639	(5,268)	103,828
Misc. Revenue	29,934	1%	29,934	2,200	1%	5,740	26,017	9,140	17,731
Grants & Donations	133,815	3%	133,815	500	0%	8,636	961	455	18,501
Interest Income	40,750	1%	40,750	(115)	0%	7,211	8,670	13,400	31,368
Equipment Reserve Transfers	20,000	0%	20,000	-	0%	-	-	-	-
Project Reserve Transfers	396,000	8%	396,000	-	0%	-	-	-	-
Tax Revenue	3,435,481	73%	3,435,481	242,287	81%	20,348	1,548,418	1,474,022	1,490,924
In Kind/Atwood	24,725	1%	24,725	1,263	0%	-	11,369	9,626	9,626
City Mitigation Transfers	40,000	1%	40,000	-	0%	-	-	-	-
County/City Mitigation Revenue	25,000	1%	25,000	-	0%	-	-	-	-
Total Operating Revenue	4,730,289	100.00	4,730,289	299,103	100.0	161,403	1,784,334	1,611,909	2,237,411
Expenditures									
Program Expense	94,166	2%	94,166	18,330	4%	34,600	24,233	5,085	83,216
Operating & Supplies	389,413	8%	389,413	38,904	8%	33,018	102,634	102,402	113,818
Utilities Expense	222,389	5%	222,389	39,763	8%	36,647	86,964	72,565	55,603
Professional Services	91,285	2%	91,285	2,989	1%	7,898	8,947	11,597	26,686
Building & Grounds Maintenance	469,165	10%	469,165	74,062	16%	34,732	118,310	106,256	132,486
Property Tax Admin.	99,318	2%	99,318	3,109	1%	3,049	3,109	3,049	3,049
Wages	1,973,940	43%	1,973,940	171,574	36%	216,189	552,219	586,635	767,416
Benefit & Payroll Costs	846,560	18%	846,560	115,600	24%	124,768	305,585	347,341	317,767
Fixed Asset Expense	28,325	1%	28,325	11,913	2%	5,597	50,256	19,325	11,089
Capital Improvement Projects	390,952	8%	390,952	1,200	0%	49,455	35,478	42,141	112,251
Debt Services	2,076	0%	2,076	-	0%	-	-	-	-
Total Expenditures	4,607,589	100.00	4,607,589	477,444	100%	545,953	1,287,735	1,296,396	1,623,381

Net Revenue Over Expenditures	\$ 122,700	2.59	\$ 122,700	\$ (178,341)	(384,550)	\$496,599	\$315,513	\$614,030
Annual Contingency Reserve (1-2%)	\$ -		\$ -			\$ 540,000	\$ 450,000	\$ 450,000
Annual Equip Replacement Reserve	\$ 50,000		\$ 50,000			\$ 726,237	\$ 676,237	\$ 676,237
Future Capital Construction Reserve	\$ 5,000		\$ 5,000			\$ 945,573	\$ 945,573	\$ 945,573
ADA Reserve	\$ 45,800		\$ 45,800			\$ 30,032	\$ 25,032	\$ 25,032
CalPERS unfunded liability reserve						\$ 229,000	\$ 183,200	\$ 183,200
TOTAL RESERVE BALANCES						\$2,470,842	\$ 2,280,042	
Net Position \$	21,900		\$ 21,900					

Balance Sheet

7/31/2020

Current
YTD**ASSETS**Current Assets

Imprest Fund (Petty Cash)	580.00
First Foundation - Friends 501(c)(3)	32,467.28
First Foundation Bank	209,631.10
Placer County Treasure-General	3,604,615.37
Placer County Treasurer - City Trust	205,837.14
Accounts Receivable	25,461.10
PCOE Receivables	23,714.00
Prepaid Liability Expense	50,531.25
Prepaid Workers Comp Insurance	13,833.58

Total Current Assets

4,166,670.82

Fixed Assets

Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,938,861.54
Fixed Assets: Equipment	1,394,754.68
Fixed Assets: Computer Equipment & Software	116,625.14
Fixed Assets: Vehicles	265,282.64
Fixed Assets: Office Furniture & Rec Equipment	82,166.15
Construction In Progress	1,153,283.41
Less: Accumulated Depreciation	(10,384,241.63)

Total Fixed Assets

7,537,278.05

TOTAL ASSETS**\$11,703,948.87****LIABILITIES AND NET PROFIT**Current Liabilities

Prepaid Revenue	38.00
PGE Tru-up payable	1,347.27
Gift Certificates	168.00
Compensated Absenses	131,995.16
Sales Tax Payable	117.30
Federal Withholding Payable	(20.98)
State Tax Withholding Payable	(8.61)
Social Security-FICA Payable	23,401.71
State Disability Ins.-SDI Pay	(1.88)

Total Current Liabilities**\$157,035.97**Net Position

Investments in Fixed Assets	7,537,278.05
RFB: Reserved (City Mitigation)	205,837.14
GFB: Youth Assistance Fund	22,187.87
General Fund Balance	819,474.58
DFB: Annual Equip Replacement Reserv.	676,236.72
DFB: Annual Contingency Reserve	540,000.00
DFB: Reserved for Future Capital Construction	945,573.52
RFB: Arboretum Grant Fund	13,275.73
RFB: Reserved (Atwood)	(9,052.27)
RFB: Atwood III-Equip Repl Fund	8,003.66
DFB: Unfunded Liability - CalPERS	229,000.00
RFB- 501(c)(3) Fund	32,467.28
GFB: General Fund (ADA Reserve)	30,031.75
Net Profit (Loss)	496,598.87

Total Net Postion**\$11,546,912.90**

Current
YTD

TOTAL LIABILITY AND NET POSITION

\$11,703,948.87

Auburn Rec & Park

Profit & Loss - Summary
4/1/2020 To 7/31/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services	56,698.13	166,260.27	110,534.00	55,726.27	150.42
Rents & Concessions	(3,729.53)	22,639.35	(5,268.00)	27,907.35	(429.75)
Miscellaneous Revenue	2,200.40	26,016.53	9,140.00	16,876.53	284.65
Grants & Donations	500.00	961.00	455.00	506.00	211.21
Interest Income	(115.35)	8,670.38	13,400.00	(4,729.62)	64.70
Taxes Revenue	243,550.13	1,559,787.10	1,483,648.00	76,139.10	105.13
TOTAL OPERATING REVENUE	\$299,103.78	\$1,784,334.63	\$1,611,909.00	\$172,425.63	110.70%
OTHER FINANCING SOURCES					
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL REVENUES	299,103.78	1,784,334.63	1,611,909.00	172,425.63	110.70
EXPENDITURES					
Program Expenses	18,330.30	24,233.12	5,085.00	19,148.12	476.56
Operations & Supplies Expense	38,904.07	102,633.58	102,402.00	231.58	100.23
Utilities Expense	39,762.78	86,964.49	72,565.00	14,399.49	119.84
Legal Expenses	0.00	788.52	0.00	788.52	0.00
Professional Services	2,989.15	8,158.85	11,597.00	(3,438.15)	70.35
Bldg & Grounds Maintenance	74,061.98	118,309.99	106,256.00	12,053.99	111.34
Property Tax Administration/LAFCO	3,108.67	3,108.67	3,049.00	59.67	101.96
Salaries Expense	171,574.23	552,219.11	586,635.00	(34,415.89)	94.13
Benefits & Payroll Costs	115,600.33	305,584.53	347,341.00	(41,756.47)	87.98
Fixed Asset Expense	11,912.60	50,256.42	19,325.00	30,931.42	260.06
Capital Improvement Projects	1,200.00	35,478.48	42,141.00	(6,662.52)	84.19

Auburn Rec & Park
 Profit & Loss - Summary
 4/1/2020 To 7/31/2020
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
TOTAL EXPENDITURES	\$477,444.11	\$1,287,735.76	\$1,296,396.00	(\$8,660.24)	99.33%
NET REVENUE OVER EXPENDITURES	(\$178,340.33)	\$496,598.87	\$315,513.00	\$181,085.87	157.39%
ADJ. NET REVENUE OVER EXPENDITURES	(\$178,340.33)	\$496,598.87	\$315,513.00	\$181,085.87	157.39%

Item 5.4 Cover Sheet: Resolution #2020-26: Transfer of Contingency Funds to CalPERS Unfunded Liability Fund

Auburn Area Recreation and Park District August, 2020, Finance committee meeting; Board of Directors meeting.

The Issue: Shall the Auburn Area Recreation and Park District approve and adopt Resolution #2020-26, a resolution authorizing the transfer funds from the Contingency Reserve Fund to the CalPERS Unfunded Liability Reserves in the amount of \$12,000.

Background: At the July, 30, 2020 Board meeting, the Board of Directors requested an additional \$12,000 to be transferred into the CalPERS Unfunded Liability Reserves from the Contingency Fund.

ARD is billed for and pays CalPERS extra money each year towards this unfunded liability. This extra payment rarely keeps up with the unfunded liability. ARD's CalPERS Reserve was established to try and bridge the gap (to half of the liability).

For FY 20/21, ARD has budgeted \$45,800, based on the past year's funding. The actual known unfunded liability for fiscal year ending 2019 is \$934,476. The 10% as required by policy would be \$93,400 (a difference of \$47,600 compared to what is budgeted).

ARD District Policy states the following regarding funding for the CalPERS Pension Reserve:

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

Recommendation:

The Standing Finance Committee recommends approval of Resolution #2020-26, a resolution approving the transfer of \$12,000 to the CalPERS Unfunded Liability Reserves from the Contingency Reserves. They forwarded to the Board of Directors to consent for adoption.

Attachment: Resolution Number 2020-26

RESOLUTION NUMBER 2020 - 26

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$12,000.00 FROM THE CONTINGENCY RESERVES TO THE CALPERS UNFUNDED LIABILITY RESERVES.

WHEREAS, on August 27, 2020, the Auburn Area Recreation and Park District Board of Directors agreed to increase the CalPERS Unfunded Liability Reserves in the amount of \$12,000, from the Contingency Reserves, and;

WHEREAS, a Resolution authorizing this transfer must be approved and adopted by the Auburn Area Recreation and Park District Board of Directors;

THEREFORE, the Auburn Area Recreation and Park District Board of Directors does hereby transfer \$12,000.00 from the Contingency Reserves to the CalPERS Unfunded Liability reserves.

APPROVED, PASSED, AND ADOPTED ON August 27, 2020 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott R. Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

SECTION: 6.0

BOARD REPORTS, VANDALISM REPORTS, AND THE PROJECT ACTIVITY REPORT ARE ATTACHED.

Kahl Muscott
District Administrator
Report to the Board of Directors
August, 2020

- As of the writing of this report, the following is true about ARD facilities and amenities (NO CHANGES FROM LAST MONTH:

Currently OPEN, with appropriate restrictions (social distancing, members of the same household, etc.):

- General park areas and walking pathways
- Pickleball courts
- Tennis courts
- Disc golf
- Ashley Memorial Dog Park
- Basketball courts
- Skate Park
- All parking lots
- Ballfields
- Individual picnic tables
- Sierra Pool
- Buildings

Currently CLOSED, per order of the State/County:

- Playgrounds
- Picnic areas

Note #1: Placer Hills Pool and Splash Pool are closed for budgetary reasons

Note #2: cancelled events: Ukulele Fest, Party in the Park, Ain't Necessarily Dead Fest; Food Truck Fiesta

Note #3: gatherings are still not allowed per the State of California: *"State public health directives prohibit professional, social and community gatherings. Gatherings are defined as meetings or other events that bring together persons from multiple households at the same time for a shared or group experience in a single room, space, or place such as an auditorium, stadium, arena, large conference room, meeting hall, or other indoor or outdoor space."*

From covid19.ca.gov Stay at Home Q&A, last updated 7/23/20

- As of the writing of this report, ARD has not had a positive COVID test for an employee or participant in a program. There have been people with symptoms, but so far all have tested negative.
- Great work by Amy Oddo and Mark Brunner in the creation and startup of "Chipper's Enrichment Club", our new Day Camp that has been set up to serve families through the distance learning being used by schools. The Club started on 8/17. Here are our current numbers:
 - Skyridge Elementary: 24 kids/24 openings
 - Auburn Elementary: 24/24
 - Newcastle Elementary: 22/24
 - Recreation Park: 16/24

- Placer County has denied our request to do a modified Food Truck Fiesta, citing the current state order that does not allow such gatherings. Mark took another shot at modifying it further, and this was also denied. We did not have high expectations going in; however, we were hoping for a little glimmer of light (which we have not seen, yet).
- Graffiti tagging continues around ARD. Overlook has been targeted a few times, Regional at its normal pace, Meadow Vista of recent and now Ashford has been hit a few times. Law enforcement is notified each time, and the tagging is removed as soon as possible.
- Smoke from the recent wildfires has led to the cancellation of some programming, including Mermaids and Robalos practices.

Meetings and events attended/scheduled to attend

8/4: Rotary
 8/5: Doug Houston re: Prop 68 grant
 8/5: Brett Ramsey re: possible donation from Rainbird for the Bike Park
 8/6: Interviews for Park Worker positions
 8/7: ARD employee Ice Cream Social
 8/10: ARD Pension Liability analysis webinar
 8/11: Rotary
 8/11: ARD Manager's meeting re: new COVID info and training
 8/12: Centrica (formerly SmartWatt) review of water saving analysis
 8/12: CA State Parks Per Capita workshop
 8/13: Stacey Adams, Auburn Journal at Bike Park
 8/18: Rotary
 8/19: A&D
 8/19: Policy
 8/19: Finance
 8/24: CPRS Admin Zoom meeting
 8/24: Centrica re: financing options
 8/25: Rotary
 8/26: Centrica re: review of all studied areas
 8/27: CAPRI inspection
 8/31: John Donlevy, new Auburn City Manager

Note: most meetings were held remotely/telephonically

Yeona Galbraith
Administrative Services Manager
Report to the Board of Directors
August, 2020

Revenues –

- Program Revenues are up \$55,000 above budget. (Youth Services programs \$24,000, Aquatic programs \$7,000 and Rec Camps/Classes \$26,000)
- Rents and Concessions are up \$27,000 above budget; however, we still have quite a few Field rentals that will most certainly be cancelled as those dates approach. We have \$13,000 above budget in Pool Rentals. Time will tell if we are able to retain that revenue in the future.

- Miscellaneous Revenues are up because we received \$15,000 for our new trailer and reimbursement for our truck repairs. (the accident was in last fiscal year, so we report the revenue here)
- Interest Revenue is under because we have not received final June or July reports from Placer County
- Tax Revenues are up by \$76,000.

Expenses –

- Program Expenses are above budget, since we ran programs that weren't budgeted for, we have expenses in running those programs.
- Utilities Expense are over by \$14,800. \$5,000 was a true-up for our Solar at Rec Park, we anticipate that the system needs repaired (which is being looked into), Water is high at MV Park because we had some leaks that needed to be fixed.
- Maintenance Expenses are over by \$12,000. Vehicle and Equipment maintenance is up by \$7,000 on each of those line items.
- Benefits & Payroll Expenses are under by \$76,000. Some savings have come from a reduction in Compensated Absences. Most savings have occurred due to cut hours. (Admin \$8,800, C Serv \$9,500, and F & G \$41,000 which is currently understaffed)
- Assets are over by \$30,000. The mower was budgeted for in fiscal year 2019-20, but didn't arrive until this fiscal year. Funds to pay for this come from the Equipment Reserves.

Appointments to Note for July – Aug:

- Smart Watt finance meeting
- Smart Watt Lighting scope review
- Meeting with staff regarding unemployment issues
- CalPERS presentations to staff
- Safety meeting
- Meeting with Doug Houston regarding grants
- Meeting on Pension planning
- Manager meeting on COVID updates
- Smart Watt Water measure reviews
- Per Capita Workshop training

Jesse Williams

Facilities & Grounds Manager

Report to the Board of Directors

August, 2020

American River Canyon Overlook Park, Ashford Park, Atwood Park, Canyon View Community Center, Christian Valley Park, Meadow Vista Park, Mt. Vernon Park, Placer Hills Park, Railhead Park, Recreation Park, Regional Park, Placer Hills Park, Shockley Woods Park, Sugar Pine Ridge Park:

- Menig Weed Control performed weed control services for the diligent control of annual grasses and broadleaf weeds (labels and safety data sheets available upon request).

American River Canyon Overlook Park, Ashford Park, Canyon View Community Center, Meadow Vista Park, Railhead Park, Recreation Park, Regional Park, Placer Hills Park, Shockley Woods Park:

- Started installing the necessary hardware to our swing gates to comply with the memorandum from United States Bureau of Reclamation which we have adopted as a District wide standard.

Ashford Park, Christian Valley Park, Railhead Park, Recreation Park, Regional Park:

- Applied Replenish 5-4-5 organic and mineral based fertilizer to the Ashley Memorial Dog Park, Christian Valley Softball Field, Railhead Field A and B, Recreation Field, Beggs Field, James Infield, and Bill Bean Field, Regional B Field and C Field. Replenish 5-4-5 is an all-purpose formulated fertilizer with organic poultry compost that provides long term feeding. Multiple forms of carbon provide a sustainable food source for long term biological activity and the minerals replenish the soil with the nutrients that are taken away during the season. Soil re-mineralization provides both the soil and the plant what they need to stay active.
- Applied Sierra Pacific Turf Supply 16-16-16 72% Slow Release Nitrogen fertilizer to the Ashley Memorial Dog Park, Christian Valley Softball Field, Railhead Field A and B, Recreation Field, James Infield, Bill Bean Field, and Regional B Field and C Field. Supreme 16 GreenR provides up to ten weeks of extended nitrogen release for improved density, plant vigor and color.

Canyon View Community Center:

- Norris Electric replaced the parking lot lighting conduit and replaced the splice boxes at either end.
- Installed exclusion devices around the doors to the community center to make it impossible for rodents to make their way in.

Meadow Vista Park:

- Serviced the #05 truck.
- Serviced the Groundsmaster 5900 Rotary Mower.
- Continued re-staining the pergolas the sixth annual Auburn Community Service Day participants had started staining.
- Fuentes Lake and Pond Management used Cutrine-Plus to treat the algae in the pond (label and safety data sheet available upon request).

Railhead Park:

- Continued transitioning the decomposed granite pathways to concrete pathways.

Recreation Park:

- Serviced the #29, #30 and #31 truck.
- Serviced the Toro Procore 864 Large Area Aerator.
- Knorr Systems performed work on the US Filters and the Becys5 Controller for Sierra Pool.

- Continued re-staining the pergolas the sixth annual Auburn Community Service Day participants had started staining.
- Advanced IPM performed their bimonthly maintenance service around the buildings (labels and safety data sheets available upon request).
- Installed exclusion devices around the doors to the community center to make it impossible for rodents to make their way in.
- Sac Ice serviced the ice machine in the community center.

Regional Park:

- Serviced the #08 and #24 truck.
- Applied Andersons 6-24-24 fertilizer to Bill Bean Field, Regional B Field and C Field. This is an improved fertilizer formula that contains a 1-4-4 ratio of nitrogen, phosphorous and potassium to act as a beneficial supplement fertilizer for soils low in Phosphate and Potassium.
- Serviced John Deere 1600 Wide Area Mower.
- Serviced the John Deere 310E Backhoe Loader.
- Serviced the 2014 John Deere HPX 4x4 Traditional Utility Vehicle.
- Advanced IPM performed their bimonthly maintenance service around the buildings.
- Fuentes Lake and Pond Management used Cutrine-Plus to treat the algae in the pond.
- Continued repairing the partitions in the lower restrooms.
- Norris Electric provided and installed three missing plastic hand hole covers on the walkway light poles.
- Norris Electric replaced a total of ten burnt out lamps on Bill Bean Field, B Field, C Field, the soccer field and the volleyball court.
- Installed exclusion devices around the doors to the community center to make it impossible for rodents to make their way in.
- Norris Electric installed two wireless, ceiling mounted occupancy sensors in each of the bathrooms in the community center so the toggle switch in either shower and the ceiling sensors will engage the exhaust fan.

Sugar Pine Ridge Park:

- Serviced the irrigation pump.

Other:

We have removed all sites except Recreation Park and Regional Park from our contract with Advanced IPM.

Mike Scheele

Landscape Architect/Project Manager

Report to the Board of Directors

August, 2020

- **ARD Bike Park Project:** Staff continues to work with the Bike Park lead advocate Diana Boyer and the District graphic designer to produce the final trail name, directional and warning signs. These will be smaller metal signs (8.5" x 11") mounted on small driven

posts throughout the bike park. Draft signage is expected in the next week or so. As previously reported, Lead Advocate Boyer successfully procured donated ground clearing work in the Phase 2 bike park jump area from Granite Bay Excavating Inc. The Tiechert soil donation has apparently fallen through but Granite Bay Excavation has found a source for an even larger amount of donated soil and it is currently scheduled have deliveries start the week of August 17th or the following week. Once the donated fill soil has been placed in the Phase 2 area, the existing chain link fence will be repaired and the area sealed off until additional funds or donations are obtained to implement more Phase 2 features. Key phase 2 features remaining that could use donations include the Sherland Canal bridge crossing, the wooden border fence and the irrigation/planting work. Additional trail soil has been delivered to the park so that Randy Spangler can make some final safety & functional adjustments to the trails. Volunteers will be adding a soil stabilizer to certain trails over the next few weeks to reduce maintenance. Staff is also working with volunteer group on a Phase 1 and 2 trail watering irrigation plan to come up with a list of materials needed for fundraising purposes. Rain Bird Irrigation Equipment Company has already committed to donations of equipment.

- **24 Acre Project Progress and Prop. 68 Statewide Park Development and Community Revitalization Program (SPP) Grant Application:** In order to qualify for the final (4th) Round of the SPP Program Grant money, projects must have undergone a CEQA process, culminating in a Notice of Determination, completed at minimum by March, 2021. The ARD Board approved entering into contract with DUDEK environmental consultants on July 30th to perform a 24 Acres Master Plan refinement & public review process and conduct a CEQA Initial Study and Mitigated Negative Declaration (IS/MND). The IS/MND is what is needed to produce the required Notice of Determination (NOD). The full name of the state grant program is the "Statewide Park Development and Community Revitalization Program" or SPP for short. The application for this final round of potential funding is due December 14th, 2020. In order to apply for the grant, the District (all public agencies/the grantee) must pass a resolution approving the application, the related provisions and procedures and acknowledge that the District will enter in to a contract with the State of California to complete the project(s). This resolution has been prepared and passed out of the A&D Committee meeting on 8/19 with recommendation to forward to the full board for approval. Staff is working with Doug Houston to assist in the preparation of the grant application. Staff has begun working with DUDEK to revise their proposal per the reduced work scope and help plan the 24-acre master plan update process. Two public input meetings were previously planned for this master plan work but methods will be revised to gain input without group gatherings.
- **Overlook Park Restroom ADA Upgrades:** NO NEW ACTION. Previously described architect was too busy to assist as planned but staff obtained the services of an ADA compliance consultant who agreed to do an evaluation of the restrooms on a pro-bono basis. After the evaluation it was determined that the upgrades were minimal in nature and can be done in-house instead of putting the project out to bid as planned.
- **James Field Renovation Project:** NO NEW ACTION. Project complete. Notice of Completion approved by ARD Board April 30. Notice of completion has been forwarded to Placer County Clerk's office for recordation. Staff was able to get one preliminary quote for converting the outfield from Rye/Bluegrass to Hybrid Bermuda last month (\$22,080.00 for conversion & \$19,136.00 for 3 month grow-in + maintenance). It was determined however at the 5/28 Board meeting that due to Covid-19 budget and staff impacts this work will be postponed to next year.

- **Placer Hills Pool Parking Area Renovations:** NO NEW ACTION. The work involves construction of a concrete valley gutter running the length of the parking lot to allow water to drain at minimal slope. Plans were completed in early March and involve obtaining an Encroachment Permit from Placer County as half of the work area is in the county right of way. Staff sent the drawings out for preliminary contractor pricing in early April and is still awaiting a response. Staff sent plans to second contractor for pricing early June as well. Project however was put on hold at the 5/28 Board Meeting due to Covid-19 budget impacts.
- **Miscellaneous Items:** Researching/coordinating replacement of the Ashford Park irrigation filter and preparing an informal bid package for the project, getting updated pricing/import costs for wheelchair swing project and investigating possible permit requirements, new memorial bench for Meadow Vista Park-Completed 6/18/20. Design, construction and installation of temporary directional signage at the bike park etc.-ongoing. Infill planting design and renovated drip system renovation project at Ashford Park entry walk-put on hold. Updates of monthly Board reports and A&D Project Activity Reports etc.

Manouch Shirvanioun
Marketing & Customer Service
Report to the Board of Directors
August, 2020

We continue to receive many inquiries regarding facility rentals and park usage for private and organized gatherings.

Currently I am working with two different groups that would like to hold a Self-Care Drive-Thru events at Overlook Park.

- 1- Granit Wellness Center, which is a Health and Wellness organization that helps youth and families with substance use disorders and mental health challenges. They are distributing water bottle kits and information
- 2- Sierra Native Alliance in Auburn planning an event selling Indian Tacos as fundraiser for their organization

A youth baseball traveling team started using Regional C field twice a week.

After five months, Leadership Auburn-Class of 2020 met on August 19th. Each year I coordinate a session for this program that is called Resource and Recreation in Auburn. Representatives from PCWA, American River Conservancy, Tevis Ride, Auburn State Recreation Area, and Canyon Keepers participated in this year's program.

Mark Brunner
Recreation/Youth Services Manager
Report to the Board of Directors
August, 2020

Aquatics: The 2020 aquatics season will come to an end on September 4. The staff this summer did a fantastic job considering the ever-changing conditions that they faced. They remained patient with the customers, flexible with their own schedules, adapted to everything that was thrown at them, and most importantly they kept a positive attitude all summer.

- **Swim Lessons:** Group lessons ended the last week of July. Private lessons have continued through the month of August.
- **Water Aerobics:** Water Aerobic classes will continue to run until September 3.
- **Robalos Stroke & Turn Camps:** The Robalos Swim Team is holding three separate camps for different age groups. Robalos Assistant Coach, David Jepson, is running the camps and is doing a great job of teaching and keeping the kids safe. The final Stroke and Turn camp will begin on August 4.
- **Mermaids Conditioning Camp:** Mermaids Synchronized Swimming Team in the middle of their second conditioning camp this summer. The program has had great interest from the community that a third camp will now be offered in August to meet the demand.
- **Public Swim:** The final day for public was held on August 14.

Day Camps: With students not returning to campus for the beginning of the school year, Recreation Services will continue offer more safe and fun camps this Fall. We feel it is important to offer safe outdoor recreation for families at this time. Some of the camps that we will be held this Fall will be led by Turns N Tumble, Little Leapers Sports, Kids Yoga Camps, and Skyhawks Sports.

Preschool: The ARD Preschool will now open in August 31. It was originally scheduled to start in the middle of August.

Chipper's Enrichment Club: The Auburn Unified School District and Newcastle Unified School District in the last month announced that they would begin the school year with full distance learning. Childcare for families became a serious issue for working families in our region who depend on the school system to allow them to return to work. Youth Services staff worked extremely hard to make sure that we were able to provide a safe service for the families within our community. Chipper's Enrichment Club helps provide support to students and helps them navigate the challenges of distance learning. Space for the program is limited due to COVID-related restrictions.

Our plan features

- ▶ Experienced childcare professionals, CPR/1st aid certified, fingerprint clearances
- ▶ Distance Learning and homework support, arts, crafts, leadership, character building, sports and recreation
- ▶ Convenient and affordable

This new weekly day camp program does not currently offer "drop-in" services. When school resumes in-person classroom learning, our program will modify hours/cost to accommodate before and after school care as needed.

GRADES: T-Kindergarten through fifth grade

DAYS OF SERVICE: Monday – Friday

TIMES: between 7:30 am - 5:30 pm

LOCATIONS: Newcastle Elementary, Auburn Elementary, Skyridge Elementary, and Recreation Park

7/30/2020

JULY 2020 VANDALISM REPORT

VANDALISM

LABOR COSTS

MATERIAL COSTS

7/10/2020 Meadow Vista Park Graffiti
Throughout the park
7/10/2020 Ashford Pa PARK Graffiti
Restrooms

\$18.00

\$17.00

Total labor	\$35.11	Total material	\$38.24
Total for year	\$152.11	Total for year	\$700.58

6/30/2020	JUNE 2020 Vandalism Report	VANDALISM	LABOR COSTS	MATERIAL COSTS
6/8/2020 CVCC	Stolen sign - repalced		\$26.00	\$24.61
6/8/2020 REGIONAL PARK Restroom	Broken lights - replaced		\$13.00	\$106.90
6/8/2020 ASHFORD PARK	Door & Padlock - replaced Destroyed		\$26.00	\$263.82
6/19/2020 REGIONAL PLAYGROUND	Snap rings - replaced Broken		\$26.00	\$3.19
6/19/2020 ASHFORD PARK	Toilet paper holders replaced Stolen from men's & women's restrooms		\$26.00	\$263.82
		Total labor	\$117.00	\$662.34
			Total material	

6/1/2020

VANDALISM REPORT

THERE WAS NO VANDALISM FOR THE MONTH OF MAY 2020.

5/21/2020

VANDALISM REPORT

THERE WAS NO VANDALISM FROM THE MONTH OF APRIL 2020.

General Ledger

From: 3/1/2020 To: 3/31/2020
Account: 7-000-7754-000
count: 7-000-7754-000

Subtotal By: Period Segment3
Sorted By: Include: Posting, Unit

Date	Jrnl No.	Orig. Audit Trail	Description	Description	Orig. Master Number	Orig. Master Name	Beginning Balance:	Debit	Credit
7/2020	194,191	PMTRX00004177	Paintliners,3 pkRollersSkatepk	Vandalism Repairs Expense	A0626422	Warehouse Paint Incorporated	\$4,498.83		
1/2020	194,460	PMTRX00004178	Smokers Receipts Wall mount		ULINE 3/17 JW	US Bank		\$18.76	
Entries: 2								\$250.65	
Account: 7-000-7754-000								\$269.41	\$0.00
March Subtotals:							Ending Balance		
Totals:							\$4,768.24	\$269.41	\$0.00
Grand Totals:							Ending Balance	Debit	Credit
Accounts 1							\$4,498.83	\$269.41	\$0.00
							\$4,768.24	\$269.41	\$0.00

3/27 → Gross st. - Skate park sound wall
3/31 → Smashed the old cigarette container - Overlook

Vandalism Report March 2020

2/21/2020

VANDALISM REPORT

THERE WAS NO VANDALISM FOR THE MONTH OF FEBRUARY, 2020.

1/24/2020

VANDALISM REPORT

VANDALISM	LABOR COSTS	MATERIAL COSTS
Stolen items - replaced	\$21.00	\$25.15
Broken toilet paper dispenser & sanitary box	\$43.00	\$12.10
Graffiti	\$17.00	\$8.14

12/6/2019 Rec. Park Women's restroom

12/6/2019 Rec. Park Women's restroom

12/20/2019 Meadow Vista Park

Total Labor \$79.00 Total Material \$45.39

2020/2021 PROJECT ACTIVITY REPORT		UPDATED 08/19/20	
PROJECT	EST. COST	NOTES	EST. COMPLETED
RECREATION PARK		PEACH/FLESH COLORED SECTIONS INDICATE NEW ACTIVITY	
James Ballfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	Staff has been able to get one preliminary quote for converting the outfield from Rye/Bluegrass to Hybrid Bermuda (\$22,080.00 for conversion & \$19,136.00 for 3 month grow-in+maintenance). It was determined however at the 5/28 Board meeting that due to Covid-19 budget and staff impacts this work will be postponed to next year.	SEPTEMBER 2021
PLACER HILLS POOL			
REGIONAL PARK			
OVERLOOK PARK			
24 ACRE PROPERTY			
Statewide Park Development and Community Revitalization Program Grant (2018/2019)	190,000.00	In order to qualify for the final (4th) Round of the Prop. 68 Statewide Park Program Grant money, projects must have undergone a CEQA process (culminating in a Notice of Determination) completed at minimum. Deadline for this CEQA process completion is March, 2021. The ARD Board approved entering into contract with DUDEK environmental consultants on July 30th to perform a 24 Acres Master Plan refinement & public review process and conduct a CEQA Initial Study and Mitigated Negative Declaration (IS/MND). The IS/MND is what is needed to produce the required Notice of Determination (NOD) in order to be eligible to apply for the grant funding. The full name of the state grant program is the "Statewide Park Development and Community Revitalization Program" or SPP for short. The application for this final round of potential funding is due December 14th, 2020. In order to apply for the grant the District (all public agencies/the grantee) must pass a resolution approving the application, it's provisions and procedures and acknowledge that the District will enter in to a contract with the State of California to complete the project(s). Staff is working with Doug Houston to assist in the preparation of the application.	2020/2021

CVCC	Bike Park - Construction (2015/2016)	320,000.00	<p>Staff continues to work with the Bike Park lead advocate Diana Boyer and the District graphic designer to produce the final trail name, directional and warning signs. These will be smaller metal signs (8.5" x 11") mounted on small driven posts throughout the bike park. Draft signage is expected in the next week or so. As previously reported, Lead Advocate Boyer successfully procured donated ground clearing work in the Phase 2 bike park jump area from Granite Bay Excavating Inc. The Tiechert soil donation has apparently fallen through but Granite Bay Excavation has found a source for an even larger amount of donated soil and it is currently scheduled have deliveries start the week of August 17th or the following week. Once the donated fill soil has been placed in the Phase 2 area, the existing chain link fence will be repaired and the area sealed off until additional funds or donations are obtained to implement more Phase 2 features. Key phase 2 features remaining that could use donations include the Sherland Canal bridge crossing, the wooden border fence and the irrigation/planting work. Additional trail soil has been delivered to the park so that Randy Spangler can make some final safety & functional adjustments to the trails. Volunteers will be adding a soil stabilizer to certain trails over the next few weeks to reduce maintenance. Staff is also working with volunteer group on a Phase 1 and 2 trail watering irrigation plan to come up with a list of materials needed for fundraising purposes. Rain Bird Irrigation Equipment Company has already committed to donations of equipment.</p>	ONGOING
	Maidu Drive Repair (2018/2019)	0.00	<p>No updates had been received on the road project from BOR since early February 2020 and the road condition is getting worse now that the bike park is open. On June 30th, the District received word from the Bureau of Recamation that they are submitting a funding request to repair Maidu Drive(!). It is called a FLTP (Federal Lands Transportation Program) request and the amount they are requesting is \$463,000.00. This request is in competition for funding by other federal projects. Staff was given an opportunity to review and comment on the application and will keep the Board apprised of any updates. The Districts previous offers of 50k, then 25k towards this work were rescinded last year and Staff reminded the Bureau of this.</p>	TBD
	MEADOW VISTA PARK			
	MULTI-PARK ITEMS			
	Carry over projects from 2018/2019 list in YELLOW			
	Fiscal Year Projects Total:	510,000.00		

Item 7.1 Cover sheet – Reusable, recyclable or compostable food containers and utensil use within ARD and by vendors at ARD events.

Auburn Area Recreation and Park District Board of Director's meeting February, 2020; Policy Committee meeting July, 2020; Board of Directors meeting July, 2020; Policy Committee August 19, 2020; Board of Directors meeting August 27, 2020

The Issue

Shall the Auburn Area Recreation and Park District (ARD) create a policy that would require reusable, recyclable or compostable food containers and utensils within ARD and by vendors at ARD events? This item was requested by Director Lynch.

Background

ARD currently uses plastics in several ways, including:

Youth Services:

- Forks, knives and spoons at Discovery Club and Day Camp
- The United Way provides food for the Discovery Club sites. The United Way provides plastic utensils as part of this program
- Some straws are used for crafts

Recreation Services:

- Vendors at ARD events use plastic utensils and serve some non-alcoholic drinks in plastic bottles
- Beer at ARD events is served in plastic cups

From Director Lynch: ARD should develop a policy requiring reusable, recyclable or compostable food containers and utensils within ARD and by vendors at ARD events. Such a policy can be phased in over several years, both within ARD and for vendors. Additionally, ARD might provide some incentive for vendors who use reusable, recyclable and/or compostable food containers and utensils by way of a vendor discount. California State Parks (and the State in general) has mandated a policy on this subject (See below). Many food service companies are heading this way including McDonalds paper straws and cups and Starbucks making a major effort in this regard (see: <https://www.wastedive.com/news/starbucks-waste-goals-2030-landfill-diversion-single-use-plastics/570810/>).

The ARD Board of Directors reviewed this proposal at the July 30, 2020 Board of Directors meeting. Direction was given to staff to send the item back to the Policy Committee to develop a written policy.

Regarding Youth Services: Staff have agreed to only order recyclable/compostable utensils going forward. They feel that they will be able to go through their existing stock of plastic utensils by 9/1/2021.

Regarding events: ARD has approximately 4 cases of plastic beer cups in storage.

Vendors at ARD events will be encouraged to only provide recyclable/compostable with events beginning in June, 2021 (ARD's first major event in 2021 will take place that month). A 10% discount on the vendor fee (\$190 – \$220) will be offered to those vendors that use recyclable/compostable utensils. All vendors would be required to only provide recyclable/compostable by 2022.

A proposed policy is attached.

Recommendation for the Board of Directors

The Policy Committee sent the following recommendation to the Board:

Director Holbrook recommends that the policy focus on encouragement rather than a mandate. Director Holbrook likes the discount idea to incentivize vendors.

Director Ainsleigh recommends what Director Holbrook recommended, or more stringent.

Fiscal Impact

The biggest cost would be the beer cups. Based on online pricing (attached), the cost for a recyclable or compostable cup is 14¢. The cost for a standard beer cup is around 8¢. A typical event will see ARD use approximately 2,000 cups. The extra 6¢ would cost ARD an extra \$120/event.

Attachments

Proposed policy on reusable, recyclable or compostable food containers and utensils

Other articles:

Governor Brown Signs Legislation on Sustainable Food Packaging - Thursday, September 20, 2018

Sacramento, CA – Legislation authored by Senator Ben Allen (D - Santa Monica) to end the use of wasteful take-out food containers in food facilities operated on state properties, including state parks and beaches, was signed into law today by Governor Jerry Brown. SB 1335 would require that all food containers provided at food facilities in state-owned properties be reusable, recyclable or compostable by January 1, 2021.

“California will set a positive example by showing the world that it’s possible to switch from environmentally damaging food packaging to sustainable alternatives. Our new policy will help lead the way to widespread availability and acceptance of to-go food containers that are affordable, recyclable, compostable and non-toxic,” Allen said.

Take-out food packaging in California generates tons of non-recyclable and non-compostable waste every day, much of which finds its way into the natural environment. Once there, plastic packaging breaks down into impossible-to-clean-up pieces and is ingested by fish and other marine life. A recent study by UC Davis surveying fish and shellfish sold at local fish markets found that a quarter of fish and a third of shellfish intended for human consumption contained plastic debris. Reducing the volume of take-out food packaging is a necessary step in beginning to address the global environmental health crisis of plastic pollution and assist California in meeting its goal of diverting 75% of waste from landfills by 2020.

“There is no reason for state facilities to continue serving food in environmentally-harmful packaging that clogs our landfills, and pollutes our parks and beaches,” said Allen. “The solution to wasteful packaging is here, it’s affordable, and the public is ready for it.”

The legislation requires CalRecycle, a state department that oversees recycling and resource conservation programs, to develop a list of acceptable packaging types to assist food vendors providing food service on state properties in complying with the law.

SB 1335 was sponsored by Californians Against Waste, and supported by the California Restaurant Association and dozens of cities and organizations across the state.

Link to text of SB1335: https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180SB1335

From Wikipedia: Plastic pollution is the accumulation of plastic objects and particles (e.g. plastic bottles, bags and microbeads) in the Earth's environment that adversely affects wildlife, wildlife habitat, and humans. Plastics that act as pollutants are categorized into micro-, meso-, or macro debris, based on size. Plastics are inexpensive and durable, and as a result levels of plastic production by humans are high. However, the chemical structure of most plastics renders them resistant to many natural processes of degradation and as a result they are slow to degrade. Together, these two factors have led to a high prominence of plastic pollution in the environment.

Plastic pollution can afflict land, waterways and oceans. It is estimated that 1.1 to 8.8 million tons of plastic waste enters the ocean from coastal communities each year. Living organisms, particularly marine animals, can be harmed either by mechanical effects, such as entanglement in plastic objects, problems related to ingestion of plastic waste, or through exposure to chemicals within plastics that interfere with their physiology. Effects on humans include disruption of various hormonal mechanisms.

As of 2018, about 380 million tons of plastic is produced worldwide each year. From the 1950s up to 2018, an estimated 6.3 billion tons of plastic has been produced worldwide, of which an estimated 9% has been recycled and another 12% has been incinerated. This large amount of plastic waste enters the environment, with studies suggesting that the bodies of 90% of seabirds contain plastic debris.[8][9] In some areas there have been significant efforts to reduce the prominence of free range plastic pollution, through reducing plastic consumption, litter cleanup, and promoting plastic recycling.

Some researchers suggest that by 2050 there could be more plastic than fish in the oceans by weight.

From Wikipedia, the free encyclopedia

DRAFT

XLI. Reusable, recyclable or compostable food containers and utensils

The District wishes to move away from environmentally damaging food packaging, containers and utensils to sustainable alternatives. To accomplish this goal, the District will institute the following policies and procedures:

- A. **ARD Youth Services and Recreation Services programming:** As of September 1, 2020, ARD will only order reusable, recyclable or compostable food containers and utensils for its programs. These programs will be allowed to use existing stocks of plastic and non-recyclable containers and utensils through August 31, 2021.
- B. **ARD events:**
Beginning January 1, 2021, vendors at ARD events will be encouraged to only use reusable, recyclable or compostable food containers and utensils. A 10% discount on applicable vendor fees will be offered to those vendors that only use reusable, recyclable or compostable food containers and utensils.

Beginning January 1, 2022, all vendors at ARD events will be required to only use reusable, recyclable or compostable food containers and utensils.

Beginning January 1, 2021, District staff will only order reusable, recyclable or compostable beverage containers for events. District staff will be allowed to use existing stocks of plastic and non-recyclable containers and utensils through October 31, 2021

Item 8.1 Cover sheet – Resolution 2020-25: Approval of Application(s) for Per Capita Grant Funds

Acquisition and Development Committee August 19, 2020; Board of Directors Meeting August 27, 2020

The Issue

In order for the District (any public agency) to make application for the upcoming “California Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act of 2018” Per Capita Grant Program, the agency must certify by resolution the approval of project application(s) before submission of any applications to the State.

Background

Per Capita Program Summary Background

This program originates from Proposition 68, placed on the ballot via Senate Bill 5 (DeLeon, Chapter 852, statutes of 2017), and approved by voters on June 5, 2018. Funds for the program were appropriated via State Budget item 3790-101-6088(b). Legislative program information is found in the Public Resources Code (PRC) beginning at §80000. OGALS retains the right to waive requirements not mandated by statute. Funds are provided for two programs, as described below:

General Per Capita Program: \$185,000,000

Funds are available for local park rehabilitation, creation, and improvement grants to local governments on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors (PRC §80061(a)).

Urban County Per Capita: \$13,875,000

Additional funds are available for Per Capita grants to cities and districts in urbanized counties (*a county with a population of 500,000 or more*) providing park and recreation services within jurisdictions of 200,000 or less in population. An entity eligible to receive funds under this subdivision shall also be eligible to receive funds available under the General Per Capita Program (PRC §80061(b)).

Eligible Recipients (PRC §80062)

Sixty percent (60%) of the General Per Capita funds are allocated to the following entities based on population. The minimum allocation is

\$177,952 (This is the amount that ARD will receive).

- Cities
- Eligible Districts, other than a regional park district, regional park and open-space districts, and regional open-space districts

Forty percent (40%) of the General Per Capita funds are allocated to the following entities based on population. The minimum allocation is \$400,000.

- Counties

- Regional park districts, regional park and open space districts, and regional open space districts

Allocations

Visit OGALS' Per Capita webpage at www.parks.ca.gov/percapita for allocations.

Eligible Projects

- PROJECTS must be capital outlay for recreational purposes, either acquisition or DEVELOPMENT. Do not submit combined acquisition and DEVELOPMENT projects, rather submit separate APPLICATION PACKETS for each PROJECT type.
- Multiple PROJECTS may be completed under one contract; each PROJECT requires a separate APPLICATION PACKET.
- A PROJECT can only have one location. One PROJECT serving several parks is not permitted.
- GRANTEES are encouraged to partner with other GRANTEES on PROJECTS (PRC §80063(b)). See page 54 for information on allocation transfers.

Match

PROJECTS not serving a “severely disadvantaged community” (median household income less than 60% of the statewide average) require a 20% match (see page 13) (PRC §80061(c)).

No Supplanting

GRANTEES must use Per Capita grant funds to supplement existing expenditures, rather than replace them (PRC §80062(d)). For example, a GRANTEE has a budget for recreational capital expenditures of \$500,000 per year, and is receiving a \$200,000 allocation under the Per Capita program. The budget cannot be reduced to \$300,000, with the Per Capita funds making up the difference.

Similarly, if a PROJECT has been approved by the governing body, and a funding source has been identified, *Per Capita funds cannot be swapped in as a new funding source unless the prior funding source is applied to other identified recreational capital projects.*

GRANTEES should keep all documents indicating intent to use Per Capita grant funds for PROJECTS.

Recommendation for the Board of Directors

The A&D Committee has sent a positive recommendation to approve Resolution #2020-25 “Approval of Application(s) for Per Capita Grant Funds”.

Fiscal Impact

\$177,952.00 is ARD's allocation

Attachments

Resolution #2020-25

Resolution Number: 2020-25

**RESOLUTION OF THE Board of Directors OF Auburn Area Recreation and Parks District
APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED that the Auburn Area Recreation and Park District hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the Auburn Area Recreation and Park District general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum-- Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the Auburn Area Recreation and Park District will consider a range of actions that include, but are not limited to, the following:
 - (A) Conducting active outreach to diverse populations, particularly minority, low income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
 - (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
 - (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
 - (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.
 - (E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).

9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).

10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and

11. Delegates the authority to the District Administrator, or designee, to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and

12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and adopted the 27th day of August, 2020.

I, the undersigned, hereby certify that the foregoing Resolution Number 2020-25 was duly adopted by the Board of Directors following a roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott R. Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

Cover sheet – Discussion Item #1. - Rock Creek Mobile Home Park Encroachments at Regional Park

Auburn Area Recreation and Park District Policy Committee meeting May, 2020; June, 2020; July, 2020; Board of Directors meeting July, 2020; Policy Committee August, 2020; Board of Directors meeting August, 2020

The Issue

A review of the DRAFT agreement between ARD and the Rock Creek Mobile Home Park re: encroachment on to Regional Park property.

Background

Rock Creek Mobile Home Park borders Regional Park to the east. 29 of the 296 lots abut the park. Approximately 12 - 20 of these lots have encroached upon Regional Park's property. The encroachments are a variety of improvements.

While residents of the Mobile Home Park have claimed in the past that an agreement exists between ARD and the Mobile Home Park, no one has been able to produce a copy.

The Committee and staff walked to subject property in May. It was recommended to contact the management at the Rock Creek Mobile Home Park and invite them to a future meeting to discuss the situation and possible options.

At the June Committee meeting, the committee recommended that staff speak with ARD's attorney about this issue. Staff spoke with Derek Cole at Cota Cole. Derek got background information from staff and is looking in to ways to develop an agreement/waiver. Derek said that the cost to put together an agreement that would indemnify ARD is approximately \$2,000.

At the July 2020 Board meeting, staff was directed to move forward with attorney Derek Cole to put together an agreement/waiver.

The Policy Committee reviewed the DRAFT agreement drawn up by Derek Cole. The Committee provided feedback and possible changes (highlighted in the DRAFT agreement) and sent the agreement to the Board for further review and comment.

Recommendation for the Board of Directors

Review and comment on the DRAFT agreement. Send all comments back to the Policy Committee. Staff will send comments to Derek Cole for review and revision.

Fiscal Impact

Unknown at this time

Attachments

DRAFT agreement between ARD and the Rock Creek Mobile Home Park
Rock Creek Mobile Home Park site map
Aerial photo of Regional Park and the Rock Creek Mobile Home Park

**MEMORANDUM OF UNDERSTANDING
REGARDING PERMISSIVE CONTINUATION OF
ENCROACHMENT ON DISTRICT PROPERTY**

This Memorandum of Understanding ("Agreement") is made between the Auburn Recreation and Park District ("District") and the [name of corporate entity/land owner], a [state and type of business] ("Owner"), who are sometimes referred to within individually as a "Party" or collectively as "Parties." This agreement is effective as of September __, 2020 ("Effective Date").

WHEREAS, The District is a California recreation and park district that owns in fee the property on which it operates and maintains Regional Park in Auburn, California.

WHEREAS, Owner owns in fee the land immediately to the east of Regional Park more particularly described as Assessor Parcel No. [insert] ("Mobilehome Park Property").

WHEREAS, the Property is improved as a mobilehome park and 29 of its 296 lots back up to the District's Regional Park property ("Regional Park Property");

WHEREAS, the Parties recognize that **some** of the backyards behind these 29 lots ("Encroaching Lots") have landscaping, structures, concrete, and improvements that partially encroach into the Regional Park Property, as more particularly depicted in Exhibit A, which is attached and incorporated by reference;

WHEREAS, the Parties desire to memorialize the terms and conditions under which the Encroaching Lots will be allowed to maintain, and not expand, their existing encroachments with the express permission of the District;

WHEREAS, the Parties enter into this Agreement for the purposes of avoiding litigation, and reserving their respective rights, concerning the encroachment by the Encroaching Lots on the Regional Park Property.

NOW THEREFORE, in consideration of mutual covenants contained herein, the parties to this Agreement mutually agree as follows:

1. Continued Encroachment Expressly Permitted

The District expressly consents to the continued encroachment by the Encroaching Lots of the Mobilehome Park Property, as depicted in Exhibit A, so long as such encroachments at all times remains in full compliance with the terms and conditions of this Agreement.

2. Permissive Use

The Parties expressly recognize that the right of the Encroaching Lots to continue encroaching on Regional Park Property conferred by this Agreement is permissive in

nature and nothing in this Agreement shall be deemed to confer, create, or establish any agreed boundary between the Regional Park Property and Mobilehome Park Property, and nothing in this Agreement is intended to confer or create any prescriptive right or claim of adverse possession by any party or person.

The Parties further expressly recognize that the public may continue to use the area of the Regional Park Property in which the Encroaching Lots encroach into that property. Neither Owner nor any of its residents, tenants, or occupants may install or maintain any fencing, barrier, or other device to prevent the public from using such area or any portion of such area.

3. No Expansion of Encroachment

No tenant, resident, or occupant of any Encroaching Lot shall increase the area of the encroachment of his, her, or its lot into Regional Park Property that existed as of July 1, 2020. Nor shall any such tenant, resident, or occupant add any new or additional landscaping, structure, concrete, or other improvement that did not exist in the encroachment area by that same date. Upon notification by District that the resident or tenant of lot has violated this Section, Owner shall promptly take such actions as are necessary to cause and supervise the elimination of the additional encroachment or the removal of the unauthorized landscaping, structure, concrete, or improvement. **Policy Committee suggests no further improvements/expansion without express written approval of ARD.**

4. Notification to Tenants, Residents, and Occupants

Owner shall take such steps as are reasonably necessary to notify residents, tenants, and occupants of the Encroaching Lots on Regional Park Property of the terms and conditions of this Agreement and to notify new residents or tenants of such lots of such terms and conditions before the effective date any lease, tenancy, or occupancy commences.

5. Effect and Term of Agreement; Termination

The Parties expressly recognize that they have entered into this Agreement to avoid litigation concerning any claims, defenses, rights, or obligations they may have concerning the encroachment by the Encroaching Lots on Regional Park property. For so long as this Agreement is in effect, no Party may commence any lawsuit, legal action, or proceeding concerning such encroachment. The Parties reserve the right upon termination of this Agreement, as provided in this section below, to assert any claims, defenses, cross-claims, rights, or interests that existed on the Effective Date. Notwithstanding the foregoing, the Parties agree that the running of any statute of limitations as to any claim they may have shall be suspended, stayed, and tolled for the duration of this Agreement.

Any Party may withdraw from this Agreement by giving the other Party 90 days' notice in writing, as provided below in Section 13. This Agreement shall remain effective until such time as Any Party exercises its right to terminate this Agreement under this Section or the Parties mutually agree in writing to such termination. Policy Committee suggests adding: if agreement is terminated, ARD remains as owners of property and that mobile home park residents must remove their additions/material/improvements at their expense

6. Indemnification by Owner

For the duration of this Agreement, Owner shall indemnify, defend, and hold harmless the District from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees arising out of, resulting from any negligent or wrongful act or omission of the Owner; or of Owner's agents, officers, or employees; or of any tenant, resident, occupant, guest, or invitee of the Mobilehome Park Property, that occurs on or involves or relates to the area of encroachment on Regional Park Property by any of the Encroaching Lots.

7. Entire Agreement

This Agreement, including the attached exhibit, constitutes the entire agreement and understanding between the parties regarding its subject matter and supersedes all prior or contemporaneous negotiations, representations, understandings, correspondence, documentation and agreements (written or oral).

8. Written Amendment

This Agreement may only be changed by written amendment signed by the duly appointed representatives of the Parties to this Agreement on the effective date of the amendment. Any oral representations or modifications concerning this Agreement shall be of no force or effect.

9. Severability

If any provision in this Agreement is held by any court of competent jurisdiction to be invalid, illegal, void, or unenforceable, such portion shall be deemed severed from this Agreement, and the remaining provisions shall nevertheless continue in full force and effect as fully as though such invalid, illegal, or unenforceable portion had never been part of this Agreement.

10. Choice of Forum

The Parties agree that this Agreement is to be enforced in accordance with the laws of the State of California, is entered into and is performed in the County of Placer, that all claims or controversies arising out of or related to performance under this

Agreement shall be submitted to and resolved in a forum within the County of Placer at a place to be determined by the rules of the forum.

11. Attorney Fees

The prevailing party in any litigation brought to enforce or interpret this Agreement shall be entitled to recover its attorneys' fees and all costs of litigation including, but not limited to, expert witness fees, in addition to any other relief to which it may be entitled. Fees and costs not included within those allowed by Code of Civil Procedure § 1033.5 shall be set forth in the Parties' pleadings and shall be proved in a bifurcated trial before the trial judge alone, the right to trial by jury being hereby waived, after the conclusion of the trial on all other issues.

12. Agreement Jointly Drafted

The Parties agree that this Agreement has been jointly drafted and that each Party has had the opportunity to have its legal counsel review, comment upon, and suggest amendments to the Agreement prior to its execution. The Parties recognize that in any legal action or proceeding concerning the interpretation of this Agreement, the trier of fact shall not be authorized to employ any presumption against the drafter of this Agreement to resolve any dispute.

13. Notices

If any Party is required to give notice to the other Parties under this Agreement, the notice shall be sent by United States Mail, postage prepaid, as follows:

To District

Auburn Recreation and Park District
Attention: District Administrator
123 Recreation Drive
Auburn, CA 95603

To Owner

[Insert]

14. Heirs and Successors

This Agreement shall be binding on all heirs, assigns, successors, and transferees of the Parties.

15. Counterparts

This Agreement may be executed in counterpart signatures.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Memorandum of Understanding.

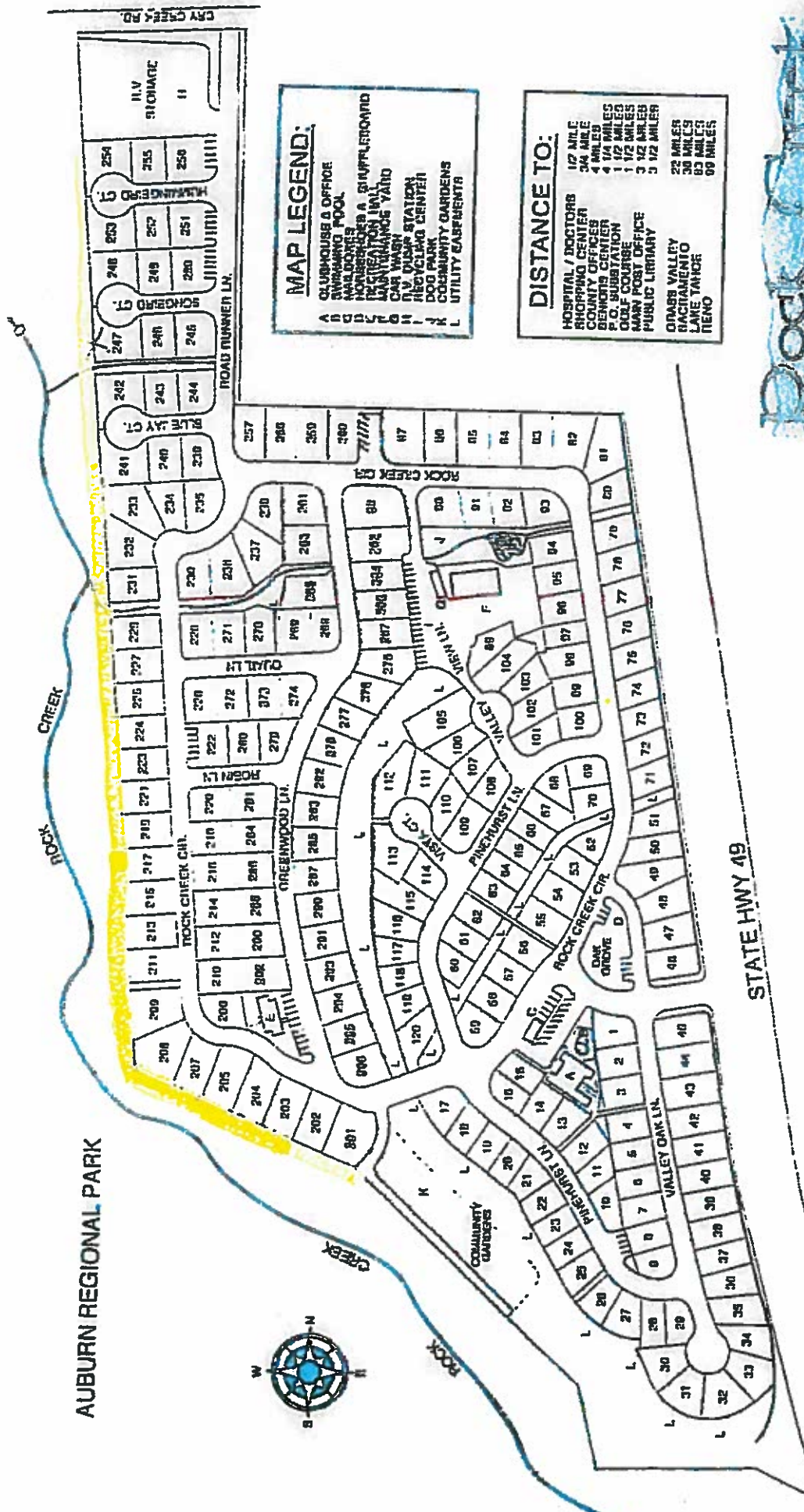
Kahl Muscott
District Administrator
Auburn Recreation and Park District

Date

[Name]
[Title]
[Company]

Date

AUBURN REGIONAL PARK



MAP LEGEND:

- CLUBHOUSE & OFFICE
- SWIMMING POOL
- HOUSES
- TRUCKS & SUPPLY STORAGE
- RECREATION AREA
- LAUNDRY
- CAR WASH
- R.V. DISPLAY STATION
- RECYCLING CENTER
- DOG PARK
- COMMUNITY GARDENS
- UTILITY CABINETS

DISTANCE TO:

- HOSPITAL / DOCTORS 1/2 MILE
- SHOPPING CENTER 3/4 MILE
- COUNTY OFFICES 4 MILES
- BENEFITS CENTER 4 1/4 MILES
- P.O. SUBSTATION 1 1/2 MILES
- GOLF COURSE 1 1/2 MILES
- TRAIN POST OFFICE 3 1/2 MILES
- PUBLIC LIBRARY 5 1/2 MILES
- ORANGE VALLEY 22 MILES
- DIACIAMENITO 28 MILES
- LAKE TAHOE 48 MILES
- NIEMO 89 MILES



ROCK CREEK
 3788 Grass Valley Hwy - Auburn CA 95602
 RetireAtRockCreek.com
 rockcreek@wavecable.com
 530-885-0141

MAP FOR ILLUSTRATION PURPOSES ONLY
 NOT TO SCALE



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Auburn Bike Park is ready for the community: 'Come on out and enjoy it'

Stacey Adams Aug 18, 2020 7:00 AM

After an eight-year process, the Auburn Bike Park is open for the community.

"Come on out and enjoy it," said Kahl Muscott, Auburn Area Parks and Recreation District (ARD) administrator. The park, located off Maidu Drive near the Canyon View Community Center, officially opened May 4 after phase one development was completed, which includes a pump track, a strider (tot) track, a cross country trail and an access trail. Diana Boyer, park volunteer and president of Auburn Trails Alliance, said phase two, which is still pending development, will include a jump area and skills loop.

Boyer said visiting the bike park is a great activity, as you have your own equipment and there is space between riders to allow for social distancing.

"We've given people a resource at a time probably of great need," she said. "... People had bikes and they had access to it and needed something to do so it came at a really good time under some difficult situations."

The park, Boyer said, also brings the community together by providing a family activity and through various volunteer opportunities.

"It definitely brings community together, people together," Boyer said. "We've had some great volunteer days. This whole effort, ARD was very gracious and there is spending support from ARD, but it would not be possible without the community support."

Muscott described one volunteer day as a "little army of people" who helped move dirt with shovels and wheelbarrows that the trail builder couldn't move with a machine.

Currently, Auburn Trails Alliance and ARD are fundraising to expand irrigation in phase one and support phase two. Boyer said they hope to raise \$30,000-\$50,000 for the ongoing infrastructure. Donations are being accepted as business sponsorships, family sponsorships or individual contributions.

"There will always probably be some need on an ongoing basis, but our most intense and highest need is now so that we can really complete the building of the park," Boyer said. "And after that, it'll be some ongoing maintenance costs, which we think in the future we could ... start to put on events."

In addition to donations, ARD and Auburn Trails Alliance also welcome anyone who would like to volunteer their time to sweep and water the track, assist with community outreach or help raise funds.

"There's a place for anybody that wants to be a part of it," Boyer said.

< Anyone interested in making a donation can visit auburnbikepark.org/get-involved/donate. Individuals interested in volunteering can visit auburnbikepark.org/get-involved/volunteer. Riders can access the bike park on Maidu Drive via Auburn Folsom Road and enjoy the amenities from dawn till dusk. >



Related Stories

Seven years later, Auburn Bike Park nears completion

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