

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

**6:00 PM**

**THURSDAY, AUGUST 26, 2021  
CANYON VIEW COMMUNITY CENTER, BOARD ROOM  
471 MAIDU DRIVE, AUBURN, CA 95603**

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

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://us06web.zoom.us/j/84480997235>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 844 8099 7235 to participate.

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

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

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

**1.0 CALL TO ORDER**

**(PLEDGE TO THE FLAG)**

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

**Roll Call**

Ainsleigh \_\_\_\_ Lynch \_\_\_\_ Ferris \_\_\_\_ Gray \_\_\_\_ Holbrook \_\_\_\_

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Presentation from Facilities & Grounds Manager Jesse Williams to Facilities & Grounds Senior Park Worker/Pool Operator Vincent Lopez Garcia as employee of the month for July, 2021.

Presentation from Recreation Services Manager Mark Brunner to Head Synchronized Swimming Coach Krista Greenlee as employee of the month for August, 2021.

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

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

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Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

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

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

\_\_\_\_\_ **5.1 Review and approval of Minutes of the Board of Directors from July 29, 2021 and Minutes of the Special Meeting of the Board of Directors from August 12, 2021 (Pages 6 – 12)**

Review and approval of Minutes of the Board of Directors from July 29, 2021 and Minutes of the Special Meeting of the Board of Directors from August 12, 2021

\_\_\_\_\_ **5.2 Review of Cash Requirements for July, 2021 (Standing Finance Committee) (Pages 13 – 16)**

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

\_\_\_\_\_ **5.3 Review of Financials for July, 2021 (Standing Finance Committee) (Pages 17 – 23)**

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

\_\_\_\_\_ **5.4 Columbus Day Holiday Conversion to PTO (Program, Personnel, Policy, Fee & Legal Review Committee) (Pages 24 – 27)**

Shall the Auburn Area Recreation and Park District (ARD) amend its Personnel Policy and Procedures Manual to reflect the recent conversation of the Columbus Day holiday to PTO?

\_\_\_\_\_ **5.5 License Exempt Preschool Associate Site Director Job Description Creation (Pages 28 – 31)**

Shall the Auburn Area Recreation and Park District (ARD) approve the creation of a new License Exempt Preschool Associate Site Director job description?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

**6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS (Pages 32 – 53)**

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

\_\_\_\_\_ **7.0 UNFINISHED BUSINESS**

None.

\_\_\_\_\_ **8.0 NEW BUSINESS**

\_\_\_\_\_ **8.1 Policy Amendment: Resident Discounts for Adult Sports Leagues (Program, Personnel, Policy, Fee & Legal Review Committee) (Pages 54 – 56)**

Shall the Auburn Area Recreation and Park District (ARD) amend its policy on Resident Discounts specific to Adult Sports Leagues?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **8.2 District Policy Proposed Amendment – Purchasing Limits (Program, Personnel, Policy, Fee & Legal Review Committee) (57 – 58)**

Shall the Auburn Area Recreation and Park District (ARD) change its policy regarding purchasing limits for certain designated employees?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

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Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **8.3 Resolution Number 2021-16: Contract Approval for Meadow Vista Park Play Structure Purchase and Installation (Pages 59 – 74)**

Shall the Auburn Area Recreation and Park District Board of Directors authorize and adopt Resolution Number 2021-16, a resolution approving a contract with Miracle Play Systems Company for the purchase and installation of a new play structure at Meadow Vista Park for a total of \$89,796.94?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

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Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

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

\_\_\_\_\_ **10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS**

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

\_\_\_\_\_ **11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

\_\_\_\_\_ **12.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be 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.

\_\_\_\_\_ 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:

8-20-21  
Date

9:15 AM  
Time

P. Luoma  
Clerk to the Board

**SECTION: 5.0**

**ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM JULY 29, 2021 AND MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS FROM AUGUST 12, 2021**

**INFORMATION: SEE ATTACHED MINUTES**

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

**FISCAL IMPACT: NONE**

**Auburn Area Recreation and Park District  
Minutes of the Meeting of the Board of Directors  
Thursday, July 29, 2021, 6:00 p.m.**

**Board Members**

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

**Board Members  
Absent:** None.

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

**1.0 CALL TO ORDER**

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

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A presentation was given from Sports Coordinator Jerry Fisher to ARD Summer Youth Volleyball Coaches.

Director Scott Holbrook announced receiving a check in the amount of \$5,000 as a donation from The Armrod Charitable Foundation for the Ain't Necessarily Dead Festival.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

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

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – Yes  
Director Holbrook – 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 24, 2021**

**5.2 Review of Cash Requirements for June, 2021 (Standing Finance Committee)**

**5.3 Review of Financials for May, 2021 (Standing Finance Committee)**

**5.4 Review of Financials for June, 2021 (Standing Finance Committee)**

**5.5 COLA for Recreation Services Manager Job Description (Program, Personnel, Policy, Fee & Legal Review Committee)**

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

**Roll Call Vote**

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

5 – 0 Motion carries.

**6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS**

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

**7.0 UNFINISHED BUSINESS**

None.



**8.0 NEW BUSINESS**

**8.1 Annual Audit for Fiscal Year 2020/2021 (Standing Finance Committee)**

A motion was made by Director Holbrook and seconded by Director Ferris to approve the Annual Audit for Fiscal Year 2020/2021.

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.2 Placer County Auditor-Controller Memo of Understanding (MOU) (Standing Finance Committee)**

A motion was made by Director Holbrook and seconded by Director Gray to approve the Placer County Auditor-Controller Memo of Understanding (MOU).

**Roll Call Vote**

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

5 - 0 Motion carries.

**8.3 Columbus Day Swap (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Ainsleigh and seconded by Director Lynch to turn the Columbus Day Holiday into 8 hours of personal time off (PTO) for full-time employees and 6 hours of personal time off (PTO) for part-time employees. This item will need to be negotiated for Union Employees.

**Roll Call Vote**

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

3 – 2 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Curt Smith memorial bench at the Auburn Bike Park – there was discussion that a bench is needed at Railhead Park which may be an appropriate place for a bench with a memorial plaque for Curt Smith. There was also discussion to divide the amount of \$360.00 amongst the Board, which is approximately the cost of a plaque. The Board asked District Administrator Kahl Muscott to decide how to proceed about the bench, ARD could possibly pay for the bench if it is needed at Railhead Park. Director Ferris indicated he would go to the City Council and Meddlers for donations for this project.
2. Rescheduling the September, 2021 Board of Directors Meeting – it was discussed by the Board Members to re-schedule the September 2021 Board Meeting to Tuesday, September 28, 2021 at 6:00 p.m. in order for Board Members to attend the State of the Community Dinner scheduled for Thursday, September 30<sup>th</sup>.
3. County Mitigation Fund, current balance \$792,000.

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

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

**11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

Correspondence was attached.

**12.0 PUBLIC COMMENT**

None.

Director Holbrook left the meeting at 7:25 p.m.

**13.0 CLOSED SESSION – Closed Session was cancelled.**

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:27 p.m. by Chairman Ainsleigh.

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

\_\_\_\_\_  
Date

**Auburn Area Recreation and Park District  
Minutes of the Special Meeting of the Board of Directors  
Thursday, August 12, 2021, 7:00 p.m.**

**Board Members**

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

**Board Members  
Absent:** Director Jim Gray

**Staff Present:** Kahl Muscott, District Administrator  
Veona Galbraith, Administrative Services Manager  
Mike Scheele, Landscape Architect/Project Manager

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 7:04 p.m. by Chairman Ainsleigh.

**2.0 AGENDA REVIEW, CHANGES AND APPROVAL**

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

**Roll Call Vote**

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

4 – 0 Motion carries.

**3.0 PUBLIC COMMENT**

None.

**4.0 NEW BUSINESS**

**4.1 Contingency Funding Increase on the Centrica Energy Saving Project**

A motion was made by Director Lynch and seconded by Director Ainsleigh to authorize additional contingency funds for the Centrica Energy Savings Project.

**Roll Call Vote**

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

3 – 1 Motion carries.

Director Gray joined the meeting at 7:13 p.m.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:14 p.m. by Chairman Ainsleigh.

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

\_\_\_\_\_  
Date

**SECTION: 5.0**

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

**DESCRIPTION: ACCOUNTS PAYABLE**

**INFORMATION: SEE ATTACHED INFORMATION**

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

**FISCAL IMPACT: \$652,830.19**

Pages: From: To: From: To:  
 Check Number First Last Check Date 7/1/2021 7/31/2021  
 Vendor ID First Last Checkbook ID COMM 1ST COMM 1ST  
 Vendor Name First Last

Sorted By: Check Number

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
21703	1099-147	Tom Isaac	7/2/2021	COMM 1ST	FMCHK00002764	\$1,794.00
21704	1099-218	Asburn Gymnastics Center	7/2/2021	COMM 1ST	FMCHK00002764	\$720.00
21705	1099-221	Timothy Bowen	7/2/2021	COMM 1ST	FMCHK00002764	\$3,444.00
21706	1099-256	Healing Pastures, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$1,452.50
21707	1099-374	Sarah Violet	7/2/2021	COMM 1ST	FMCHK00002764	\$292.50
21708	A0051	Anderson's Sierra Pipe Co.	7/2/2021	COMM 1ST	FMCHK00002764	\$61.91
21709	A0148	All Pro Backflow	7/2/2021	COMM 1ST	FMCHK00002764	\$159.78
21710	A0163	All Seasons Pools & Spas	7/2/2021	COMM 1ST	FMCHK00002764	\$42.88
21711	C0111	Cal.net	7/2/2021	COMM 1ST	FMCHK00002764	\$66.90
21712	C0131	Crusader Fence Co., Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$3,340.00
21713	D0066	De Lage Landen Financial Servi	7/2/2021	COMM 1ST	FMCHK00002764	\$332.48
21714	D0096	DC Solar Electric, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$750.00
21715	F0023	Jerry Fisher	7/2/2021	COMM 1ST	FMCHK00002764	\$77.44
21716	F0038	Fastenal Company	7/2/2021	COMM 1ST	FMCHK00002764	\$4.97
21717	F0041	Friends of APD	7/2/2021	COMM 1ST	FMCHK00002764	\$385.00
21718	H0060	HercRentals Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$1,264.02
21719	I0010	Inland Business Systems	7/2/2021	COMM 1ST	FMCHK00002764	\$7.51
21720	F0026	Mike Kaveney	7/2/2021	COMM 1ST	FMCHK00002764	\$300.00
21721	F1004	Keystone Ridge Designs Inc	7/2/2021	COMM 1ST	FMCHK00002764	\$1,977.00
21722	L0027	Pat Larson	7/2/2021	COMM 1ST	FMCHK00002764	\$42.33
21723	M0011	Mallard Creek	7/2/2021	COMM 1ST	FMCHK00002764	\$1,531.57
21724	M0019	Kahl Muscott	7/2/2021	COMM 1ST	FMCHK00002764	\$171.36
21725	M0035	Meadow Vista Community Center	7/2/2021	COMM 1ST	FMCHK00002764	\$1,593.00
21726	N0003	Norris Electric, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$10,186.02
21727	N0012	Nevada Irrigation District	7/2/2021	COMM 1ST	FMCHK00002764	\$731.21
21728	N0048	Normac, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$222.55
21729	P0005	Placer County Water Agency	7/2/2021	COMM 1ST	FMCHK00002764	\$2,422.03
21730	P0023	PG&E	7/2/2021	COMM 1ST	FMCHK00002764	\$90.31
21731	P0024	PLACER COUNTY DEPT. OF HEALTH	7/2/2021	COMM 1ST	FMCHK00002764	\$467.00
21732	P0083	Placer County Resource Conserv	7/2/2021	COMM 1ST	FMCHK00002764	\$4,000.00
21733	P0095	Placer County	7/2/2021	COMM 1ST	FMCHK00002764	\$35.00
21734	Q0003	Quality Automotive	7/2/2021	COMM 1ST	FMCHK00002764	\$1,738.28
21735	R0079	Richardson & Company LLP	7/2/2021	COMM 1ST	FMCHK00002764	\$9,520.00
21736	S0009	Sierra Saw Sales And Service	7/2/2021	COMM 1ST	FMCHK00002764	\$317.65
21737	S0145	SCP Distributors	7/2/2021	COMM 1ST	FMCHK00002764	\$459.61
21738	S0151	SESAC	7/2/2021	COMM 1ST	FMCHK00002764	\$490.17
21739	SG152	SiteOne Landscape Supply, LLC	7/2/2021	COMM 1ST	FMCHK00002764	\$3,684.67
21740	S0167	Special District Risk Manageme	7/2/2021	COMM 1ST	FMCHK00002764	\$73,692.04
21741	S0171	Scape Goats	7/2/2021	COMM 1ST	FMCHK00002764	\$2,325.00
21742	T0031	Turf Star, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$744.40
21743	T0071	TIAA Commercial Finance, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$107.34
21744	TEMPC	Vanessa Compton	7/2/2021	COMM 1ST	FMCHK00002764	\$120.00
21745	TEMPD	Marsha Dolkas	7/2/2021	COMM 1ST	FMCHK00002764	\$570.00
21746	TEMPE	Ian Graff	7/2/2021	COMM 1ST	FMCHK00002764	\$140.00
21747	TEMPL	Carrie Lenihan	7/2/2021	COMM 1ST	FMCHK00002764	\$150.00
21748	TEMPM	Katherine McAlister	7/2/2021	COMM 1ST	FMCHK00002764	\$25.00
21749	TEMPN	Stan Padilla	7/2/2021	COMM 1ST	FMCHK00002764	\$324.55
21750	TEMPR	Nathan Reinhard	7/2/2021	COMM 1ST	FMCHK00002764	\$25.00
21751	TEMPS	Camille Snow	7/2/2021	COMM 1ST	FMCHK00002764	\$130.00
21752	TEMPW	Chelsea Wooden	7/2/2021	COMM 1ST	FMCHK00002764	\$140.00
21753	W0001	Walker's Office Supplies, Inc.	7/2/2021	COMM 1ST	FMCHK00002764	\$526.91
21754	W0003	Warehouse Paint Incorporated	7/2/2021	COMM 1ST	FMCHK00002764	\$6.63
21755	W0010	Waxie Sanitary Supply	7/2/2021	COMM 1ST	FMCHK00002764	\$885.14
21756	P0007	Pacific Gas & Electric Company	7/2/2021	COMM 1ST	FMCHK00002764	\$7,816.29
21757	G0021	Veona Galbraith	7/2/2021	COMM 1ST	FMCHK00002765	\$41.80
21758	P0007	Pacific Gas & Electric Company	7/2/2021	COMM 1ST	FMCHK00002765	\$6,131.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
21759	T1000	Transamerica Life Insurance	7/2/2021	COMM 1ST	FNCHX00002765	\$460.00
21760	TEMPC	Scott Connors	7/2/2021	COMM 1ST	FNCHK00002765	\$25.00
21761	CO130	Cirrus Group LLC	7/9/2021	COMM 1ST	FNCHK00002766	\$2,683.28
21762	DO087	Bemsey, Filliger & Associates,	7/9/2021	COMM 1ST	FNCHK00002766	\$500.00
21763	S1007	Stationary Engineers, Local 39	7/9/2021	COMM 1ST	FNCHK00002766	\$376.68
21764	V0007	Verizon Wireless	7/9/2021	COMM 1ST	FNCHK00002766	\$631.94
21765	U0019	US Bank	7/16/2021	COMM 1ST	FNCHK00002767	\$18,700.91
21766	1099-147	Tom Isaac	7/16/2021	COMM 1ST	FNCHK00002768	\$565.50
21767	1099-218	Auburn Gymnastics Center	7/16/2021	COMM 1ST	FNCHK00002768	\$1,420.25
21768	1099-221	Timothy Bowen	7/16/2021	COMM 1ST	FNCHK00002768	\$3,567.00
21769	1099-256	Healing Pastures, Inc.	7/16/2021	COMM 1ST	FNCHK00002768	\$180.00
21770	1099-269	Deborah Lynn	7/16/2021	COMM 1ST	FNCHK00002768	\$156.00
21771	1099-271	Kelpro Security	7/16/2021	COMM 1ST	FNCHK00002768	\$2,979.00
21772	1099-277	Foothill Karate Do	7/16/2021	COMM 1ST	FNCHK00002768	\$91.00
21773	1099-291	Isaac Humber	7/16/2021	COMM 1ST	FNCHK00002768	\$113.75
21774	1099-295	Juli Land-Marx	7/16/2021	COMM 1ST	FNCHK00002768	\$1,650.00
21775	1099-313	Alison Lloyd	7/16/2021	COMM 1ST	FNCHK00002768	\$1,920.00
21776	1099-342	Susie Ball	7/16/2021	COMM 1ST	FNCHK00002768	\$526.00
21777	1099-363	Cheyenne Little	7/16/2021	COMM 1ST	FNCHK00002768	\$2,526.00
21778	1099-375	Jennifer Pogers	7/16/2021	COMM 1ST	FNCHK00002768	\$514.15
21779	A0002	ASA Stepping Stone Mfg., Inc.	7/16/2021	COMM 1ST	FNCHK00002768	\$7,191.11
21780	A0013	AT&T	7/16/2021	COMM 1ST	FNCHK00002768	\$106.30
21781	A0018	Auburn Chamber of Commerce	7/16/2021	COMM 1ST	FNCHK00002768	\$795.00
21782	A0027	Recology Auburn Placer	7/16/2021	COMM 1ST	FNCHK00002768	\$1,151.49
21783	A0051	Anderson's Sierra Pipe Co.	7/16/2021	COMM 1ST	FNCHK00002768	\$249.98
21784	A0163	All Seasons Pools & Spas	7/16/2021	COMM 1ST	FNCHK00002768	\$24.66
21785	A0170	AT&T Acct 089-034-5818-655	7/16/2021	COMM 1ST	FNCHK00002768	\$90.95
21786	C0002	CARPD	7/16/2021	COMM 1ST	FNCHK00002768	\$2,500.00
21787	C0061	California Computer Services	7/16/2021	COMM 1ST	FNCHK00002768	\$375.00
21788	C0072	CFI Technology Fin. Serv., Inc	7/16/2021	COMM 1ST	FNCHK00002768	\$470.75
21789	C0113	Cooks Portable Toilets & Septa	7/16/2021	COMM 1ST	FNCHK00002768	\$1,492.63
21790	DO010	Diamond Pacific	7/16/2021	COMM 1ST	FNCHK00002768	\$93.78
21791	CO025	Dawson Oil Company	7/16/2021	COMM 1ST	FNCHK00002768	\$4,522.75
21792	FO038	Fastenal Company	7/16/2021	COMM 1ST	FNCHK00002768	\$191.81
21793	FO053	F Loduca Co.	7/16/2021	COMM 1ST	FNCHK00002768	\$19,376.00
21794	GO045	GSSA	7/16/2021	COMM 1ST	FNCHK00002768	\$715.00
21795	HO007	Hall's Towing, Inc.	7/16/2021	COMM 1ST	FNCHK00002768	\$95.00
21796	HO063	Holt of California	7/16/2021	COMM 1ST	FNCHK00002768	\$3,822.18
21797	LO033	Les Schwab	7/16/2021	COMM 1ST	FNCHK00002768	\$35.04
21798	MO013	Meadow Vista Hardware	7/16/2021	COMM 1ST	FNCHK00002768	\$73.50
21799	MO098	Meadow Vista County Water Dist	7/16/2021	COMM 1ST	FNCHK00002768	\$2,832.03
21800	MO399	George Eric Manig	7/16/2021	COMM 1ST	FNCHK00002768	\$5,375.00
21801	MO106	Marina Landscape, Inc	7/16/2021	COMM 1ST	FNCHK00002768	\$29,782.50
21802	NO003	Norris Electric, Inc.	7/16/2021	COMM 1ST	FNCHK00002768	\$318.21
21803	NO048	Normac, Inc.	7/16/2021	COMM 1ST	FNCHK00002768	\$92.13
21804	PO005	Placer County Water Agency	7/16/2021	COMM 1ST	FNCHK00002768	\$270.88
21805	PO007	Pacific Gas & Electric Company	7/16/2021	COMM 1ST	FNCHK00002768	\$739.36
21806	PO118	Parker Landscape Development I	7/16/2021	COMM 1ST	FNCHK00002768	\$22,572.00
21807	Q0003	Quality Automotive	7/16/2021	COMM 1ST	FNCHK00002768	\$3,509.08
21808	RO073	Riebes Auto Parts	7/16/2021	COMM 1ST	FNCHK00002768	\$227.80
21809	SO034	Thatcher Company	7/16/2021	COMM 1ST	FNCHK00002768	\$3,455.20
21810	SO145	SCP Distributors	7/16/2021	COMM 1ST	FNCHK00002768	\$752.21
21811	SO154	Mike Scheele	7/16/2021	COMM 1ST	FNCHK00002768	\$104.72
21812	S1000	State Of California/DOJ	7/16/2021	COMM 1ST	FNCHK00002768	\$200.00
21813	TO009	Stanley Convergent Security So	7/16/2021	COMM 1ST	FNCHK00002768	\$418.53
21814	TEMPE	Logan Browne	7/16/2021	COMM 1ST	FNCHK00002768	\$600.00
21815	TEMPE	Arianna Garcia	7/16/2021	COMM 1ST	FNCHK00002768	\$99.00
21816	TEMPH	Amy Heller	7/16/2021	COMM 1ST	FNCHK00002768	\$125.00
21817	TEMPY	Annada Koops	7/16/2021	COMM 1ST	FNCHK00002768	\$300.00
21818	TEMPL	Amber Lindgren	7/16/2021	COMM 1ST	FNCHK00002768	\$490.00
21819	TEMPM	Michelle McIntyer	7/16/2021	COMM 1ST	FNCHK00002768	\$159.00
21820	TEMPO	Michelle Croz	7/16/2021	COMM 1ST	FNCHK00002768	\$395.00
21821	TEMPP	Tania Paladini	7/16/2021	COMM 1ST	FNCHK00002768	\$90.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
21822	TEMP	Jeanne Rankin	7/16/2021	COMM 1ST	FMCHK00002768	\$50.00
21823	TEMP	Karon Starr	7/16/2021	COMM 1ST	FMCHK00002768	\$135.00
21824	W0001	Walker's Office Supplies, Inc.	7/16/2021	COMM 1ST	FMCHK00002769	\$417.59
21825	W0010	Waxie Sanitary Supply	7/16/2021	COMM 1ST	FMCHK00002768	\$322.15
21826	W0042	Live Oak Waldorf School	7/16/2021	COMM 1ST	FMCHK00002768	\$1,372.00
21827	W0044	Wave	7/16/2021	COMM 1ST	FMCHK00002768	\$1,182.48
21828	Y0002	Yuba Lock & Safe	7/16/2021	COMM 1ST	FMCHK00002768	\$230.61
21829	A0001	Recology Auburn Placer	7/16/2021	COMM 1ST	FMCHK00002769	\$1,365.86
21830	S0067	Superfast Copy	7/16/2021	COMM 1ST	FMCHK00002769	\$11.50
21835	C0004	CAPRI	7/23/2021	COMM 1ST	FMCHK00002770	\$69,307.00
21836	C0058	City Of Auburn	7/23/2021	COMM 1ST	FMCHK00002770	\$20,442.83
21837	D0077	Dudek	7/23/2021	COMM 1ST	FMCHK00002770	\$3,120.00
21838	M0039	Meadow Vista Water Users Assoc	7/23/2021	COMM 1ST	FMCHK00002770	\$500.00
21839	S0094	Manouch Shirvanian	7/23/2021	COMM 1ST	FMCHK00002770	\$39.20
21840	TEMPB	Bill Barrett	7/23/2021	COMM 1ST	FMCHK00002770	\$40.00
21841	TEMPC	Nick Cunningham	7/23/2021	COMM 1ST	FMCHK00002770	\$350.00
21842	TEMPK	Megan Krumpke	7/23/2021	COMM 1ST	FMCHK00002770	\$105.00
21843	TEMPP	Pachel Padell-Harris	7/23/2021	COMM 1ST	FMCHK00002770	\$250.00
21844	TEMPW	Jenny Ward	7/23/2021	COMM 1ST	FMCHK00002770	\$30.00
21845	W0045	Williams, Jesse	7/23/2021	COMM 1ST	FMCHK00002770	\$113.12
21846	S1007	Stationary Engineers, Local 39	7/23/2021	COMM 1ST	FMCHK00002771	\$358.15
21848	1099-16	Skyhawks Sports	7/30/2021	COMM 1ST	FMCHK00002772	\$5,443.75
21849	1099-216	Gerald Harris	7/30/2021	COMM 1ST	FMCHK00002772	\$156.00
21850	1099-218	Auburn Gymnastics Center	7/30/2021	COMM 1ST	FMCHK00002772	\$520.00
21851	1099-256	Healing Pastures, Inc.	7/30/2021	COMM 1ST	FMCHK00002772	\$2,006.25
21852	1099-313	Alison Lloyd	7/30/2021	COMM 1ST	FMCHK00002772	\$816.00
21853	1099-328	Douglas Christensen	7/30/2021	COMM 1ST	FMCHK00002772	\$1,860.30
21854	1099-342	Susie Bell	7/30/2021	COMM 1ST	FMCHK00002772	\$306.00
21855	1099-343	Faith Petersen	7/30/2021	COMM 1ST	FMCHK00002772	\$1,152.00
21856	1099-374	Sarah Violet	7/30/2021	COMM 1ST	FMCHK00002772	\$156.00
21857	A0002	A&A Stepping Stone Mfg., Inc.	7/30/2021	COMM 1ST	FMCHK00002772	\$61.23
21858	A0048	Auburn Pottery Club	7/30/2021	COMM 1ST	FMCHK00002772	\$200.00
21859	A0163	All Seasons Pools & Spas	7/30/2021	COMM 1ST	FMCHK00002772	\$197.28
21860	B0069	Bidwell Water	7/30/2021	COMM 1ST	FMCHK00002772	\$291.90
21861	C0111	Cal.net	7/30/2021	COMM 1ST	FMCHK00002772	\$66.90
21862	C0130	Cirrus Group LLC	7/30/2021	COMM 1ST	FMCHK00002772	\$2,352.29
21863	C0137	Centrica Business Solutions	7/30/2021	COMM 1ST	FMCHK00002772	\$195,606.32
21864	D001C	Diamond Pacific	7/30/2021	COMM 1ST	FMCHK00002772	\$97.68
21865	F0047	Fuentes Pond Maintenance	7/30/2021	COMM 1ST	FMCHK00002772	\$2,400.00
21866	G0021	Veona Galbraith	7/30/2021	COMM 1ST	FMCHK00002772	\$164.78
21867	H0056	Humana Dental Ins. Co	7/30/2021	COMM 1ST	FMCHK00002772	\$2,532.30
21868	H0062	Home Depot Pro	7/30/2021	COMM 1ST	FMCHK00002772	\$35.16
21869	K0010	Knorr Systems, Inc.	7/30/2021	COMM 1ST	FMCHK00002772	\$865.00
21870	K0011	The Permanente Medical Group I	7/30/2021	COMM 1ST	FMCHK00002772	\$65.00
21871	M0019	Fahl Muscott	7/30/2021	COMM 1ST	FMCHK00002772	\$211.68
21872	O0021	Amy Oddo	7/30/2021	COMM 1ST	FMCHK00002772	\$122.58
21873	P0005	Placer County Water Agency	7/30/2021	COMM 1ST	FMCHK00002772	\$1,072.28
21874	P0007	Pacific Gas & Electric Company	7/30/2021	COMM 1ST	FMCHK00002772	\$11,509.99
21875	R0080	PecDesk LLC	7/30/2021	COMM 1ST	FMCHK00002772	\$7,350.00
21876	S0009	Sierra Saw Sales And Service	7/30/2021	COMM 1ST	FMCHK00002772	\$852.49
21877	S0025	Sierra Pacific Turf Supply, In	7/30/2021	COMM 1ST	FMCHK00002772	\$4,503.05
21878	S0054	Souza's Tire Service	7/30/2021	COMM 1ST	FMCHK00002772	\$14.00
21879	T0071	TIAA Commercial Finance, Inc.	7/30/2021	COMM 1ST	FMCHK00002772	\$107.34
21880	TEMPH	Chris Hedges	7/30/2021	COMM 1ST	FMCHK00002772	\$125.00
21881	TEMPK	Leslie Kilmer	7/30/2021	COMM 1ST	FMCHK00002772	\$125.00
21882	W0001	Walker's Office Supplies, Inc.	7/30/2021	COMM 1ST	FMCHK00002772	\$2,125.56
21883	W0010	Waxie Sanitary Supply	7/30/2021	COMM 1ST	FMCHK00002772	\$725.82
21884	W0042	Live Oak Waldorf School	7/30/2021	COMM 1ST	FMCHK00002772	\$2,548.00

Total Checks: 177

Total Amount of Checks: \$652,630.19



**SECTION: 5.0**

**ITEM: 5.3 REVIEW OF FINANCIALS FOR JULY, 2021**

**DESCRIPTION: ACCOUNTS PAYABLE**

**INFORMATION: SEE ATTACHED INFORMATION**

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

**FISCAL IMPACT: NONE**

## July's Financials

### *Revenues –*

- Programs are over budget by **\$112,800**. We budgeted conservatively since opening was an unknown at budget time. Most notable variances in programs are in; Discovery/Disc Camps (**\$26,800**), Youth Classes (**\$14,900**), Swim Lessons (**\$12,800**), Aquatic Activities (**\$7,746**), Swim Team (**\$6,200**), Adult Classes (**\$9,500**), Youth Camps (**\$8,800**), Youth Sports Camps (**\$15,400**).
- Rents & Concessions are over budget by **\$28,800**, mostly due to Field Rentals that are up by **\$21,700** of budget.
- Grants & Donations are above budget by **\$23,100**, primarily due to a Placer County Office of Education grant of **\$21,000** that was received in May.
- Tax Revenues came in **\$78,200** under budget during months April - July. Approximately **\$60,000** of this should have been budgeted for October instead of April when more tax revenue will come in, this will take care of the bulk of the shortage.

### *Expenses –*

- Operations & Supplies are under by **\$18,900**, most of which comes from unspent Small Equipment (**\$10,500**).
- Wages and Benefit Expense came in over budget by **\$22,500**. Keep in mind **\$175,000** (140,000 + 35,000 from residuals) was paid to the UAL (Unfunded Accrued Liability, which was paid from the reserves/residuals for 2020-2021). This payment to the UAL, offset the Wages and Benefits. If this expense was not shown, the expenses would have shown under budget by **\$152,500**. Most of the savings was in Youth Services (**\$61,000**) due to school schedule changes; bringing back students which cut Discovery Club hours for staff, Facilities and Grounds (**\$38,700**) due to staff fluctuations and Aquatics (**\$27,600**) due to a staff shortage.
- Fixed Assets are over by **\$32,000** because the pump for Ashford Park was budgeted for the end of last fiscal year, but didn't arrive in time and was ultimately paid in this fiscal year.

**PROFIT & LOSS**

**21/22 Approved Budget**

	Approved Budget FY 21-22	% Of Total	Mid-Yr Revision FY 21-22	% Of Total	2021 July ACTUALS	Last Yr July Actuals	2021 YTD ACTUALS	2021 YTD BUDGET	Last Yr YTD ACTUALS
<b>Operating Revenues</b>									
Program Revenue	1,103,547	14%		8%	88,008	56,698	598,469	485,610	166,260
Facility Revenue	144,894	2%		1%	16,594	(3,730)	108,594	79,812	22,639
Misc. Revenue	44,186	1%		0%	3,916	2,200	19,675	12,252	26,017
Grants & Donations	298,850	4%		0%	2,588	500	36,690	13,601	961
Interest Income	11,815	0%		0%	621	(115)	2,861	3,920	8,670
Equipment Reserve Transfers	200,300	2%		0%	-	-	-	-	-
Future Cap & ADA Transfers	305,816	4%		0%	-	-	-	-	-
Tax Revenue	3,752,499	46%		16%	183,050	242,287	1,617,950	1,693,023	1,548,418
Atwood	30,198	0%		0%	1,327	1,263	11,940	15,099	11,369
Sterling Loan	2,135,500	26%		73%	819,000	-	819,000	819,000	225,503
City Mitigation Transfers/Rev	40,000	0%		0%	-	-	-	-	-
County Mitigation Revenue	62,000	1%		0%	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>8,129,605</b>	<b>100.00</b>		<b>100.0</b>	<b>1,115,104</b>	<b>299,103</b>	<b>3,215,179</b>	<b>3,122,323</b>	<b>2,009,837</b>
<b>Expenditures</b>									
Program Expense	230,934	3%		5%	40,041	18,330	69,138	56,323	24,233
Operating & Supplies	442,341	6%		4%	36,391	38,904	125,495	144,425	102,634
Utilities Expense	110,757	1%		6%	48,802	39,763	60,769	67,119	86,964
Professional Services	131,840	2%		3%	26,781	2,989	35,736	54,926	8,948
Building & Grounds Maintenance	475,150	6%		6%	53,880	74,062	131,108	142,649	118,310
Property Tax Admin.	62,087	1%		0%	2,272	3,109	7,407	8,270	3,109
Wages	2,265,755	29%		24%	208,016	171,574	665,281	767,013	552,219
Benefits & Payroll Costs	967,250	12%		16%	136,794	115,600	539,901	415,642	305,585
Fixed Asset Expense	203,300	3%		0%	(34)	11,913	49,116	17,000	50,256
Capital Improvement Projects	2,832,166	36%		35%	299,456	1,200	968,020	966,877	35,478
Debt Services	161,126	2%		0%	-	-	73,603	73,603	-
<b>Total Expenditures</b>	<b>7,882,706</b>	<b>100.00</b>		<b>100%</b>	<b>852,399</b>	<b>477,444</b>	<b>2,725,574</b>	<b>2,713,847</b>	<b>1,287,736</b>
<b>Net Revenue Over Expenditures</b>	<b>\$ 246,899</b>	<b>3.04</b>			<b>\$ 262,705</b>	<b>(178,341)</b>	<b>\$489,605</b>	<b>\$408,476</b>	<b>\$722,101</b>
Annual Contingency Reserve (1-2%)	\$ -						\$ 473,000	\$ -	\$ 450,000
Annual Equip Replacement Reserve	\$ 90,000						\$ 703,959	\$ -	\$ 676,237
Future Capital Construction Reserve	\$ 25,000						\$ 1,005,574	\$ -	\$ 945,574
ADA Reserve	\$ 5,000						\$ 30,032	\$ -	\$ 25,032
CalPERS unfunded liability reserve	\$ 113,482						\$ -	\$ -	\$ 183,200
<b>TOTAL RESERVE BALANCES</b>	<b>\$ 13,417</b>						<b>\$2,212,565</b>	<b>\$ -</b>	<b>\$ 2,280,043</b>

## Balance Sheet

7/31/2021

	Current YTD
<b>ASSETS</b>	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation - Friends 501(c)(3)	17,159.84
First Foundation Bank	314,125.21
Placer County Treasure-General	2,430,424.19
Placer County Treasurer - City Trust	206,881.78
CA Pension Trust - CEPPT- CalPERS	68,089.00
Accounts Receivable	31,334.61
Worker's Comp Receivable	3,400.52
PCOE Receivables	28,063.00
Prepaid Liability Expense	57,755.83
Prepaid Workers Comp Insurance	60,305.55
<b>Total Current Assets</b>	<b>3,218,119.53</b>
<u>Restricted Reserve Funds</u>	
Proceeds from Note Payable Contra	1,909,997.00
<b>Total Restricted Funds</b>	<b>1,909,997.00</b>
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,847,426.75
Fixed Assets: Equipment	1,303,426.96
Fixed Assets: Computer Equipment & Software	84,228.71
Fixed Assets: Vehicles	282,551.30
Fixed Assets: Office Furniture & Rec Equipment	80,564.16
Construction In Progress	1,479,281.10
Less: Accumulated Depreciation	(10,612,543.85)
<b>Total Fixed Assets</b>	<b>7,435,481.25</b>
<u>Deferred Outflows of Resources</u>	
Pensions - Def Outflows of Resources	497,574.00
	497,574.00
<b>TOTAL ASSETS</b>	<b>13,061,171.78</b>

## LIABILITIES AND NET PROFIT

<u>Current Liabilities</u>		
Prepaid Revenue		36 00
PGE Tru-up payable		1,431.85
Retentions Payable		42,960.95
Gift Certificates		268 00
Compensated Absences		124,515.50
Sales Tax Payable		(35 07)
Federal Withholding Payable		(7.21)
Social Security-FICA Payable		(34.26)
State Disability Ins.-SDI Pay		(2.69)
Accrued Liabilities		7,866.97
<b>Total Current Liabilities</b>		<b>\$177,000.04</b>
<u>Long Term Liabilities</u>		
Net OPEB Liability		298,223.00
Net Pension Liability		1,238,090.00
<b>Total Long Term Liabilities</b>		<b>1,536,313.00</b>
<b>TOTAL LIABILITIES</b>		<b>1,713,313.04</b>
<u>Deferred Inflows of Resources</u>		
Pensions - Def Inflows of Resources		60,601.00
OPEB		85,021.00
		<b>145,622.00</b>
<u>Net Position</u>		
Investments in Fixed Assets		7,156,136.30
RFB: Reserved (City Mitigation)		206,768.25
GFB: Youth Assistance Fund		30,631.84
General Fund Balance		1,956,150.92
DFB: Annual Equip Replacement Reserv.		613,958.72
DFB: Annual Contingency Reserve		473,000.00
DFB: Reserved for Future Capital Construction		895,573.52
RFB: Arboretum Grant Fund		13,275.73
RFB: Reserved (Atwood)		(9,057.92)
RFB: Atwood III-Equip Repl Fund		8,003.66
DFB: Unfunded Liability - CalPERS		140,000.00
RFB- 501(c)(3) Fund		17,159.84
GFB: General Fund (ADA Reserve)		30,031.75
Net Profit (Loss)		(329,395.87)
<b>Total Net Postion</b>		<b>\$11,202,236.74</b>
<b>TOTAL LIABILITY AND NET POSITION</b>		<b>Current YTD \$13,061,171.78</b>

## Auburn Rec &amp; Park

Profit & Loss - Summary  
4/1/2021 To 7/31/2021

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
Park & Recreation Services	88,008.10	598,468.53	485,616.00	112,852.53	123.24
Rents & Concessions	16,594.40	108,594.09	79,812.00	28,782.09	136.06
Miscellaneous Revenue	3,915.66	19,674.94	12,252.00	7,422.94	160.59
Grants & Donations	2,587.85	36,690.04	13,601.00	23,089.04	269.76
Interest Income	621.33	2,860.83	3,920.00	(1,059.17)	72.98
Taxes Revenue	184,377.43	1,629,889.86	1,708,122.00	(78,232.14)	95.42
<b>TOTAL OPERATING REVENUE</b>	<b>\$296,104.77</b>	<b>\$2,396,178.29</b>	<b>\$2,303,323.00</b>	<b>\$92,855.29</b>	<b>104.03%</b>
<b>OTHER FINANCING SOURCES</b>					
Transfer Funds from other sources	(345,000.00)	0.00	0.00	0.00	0.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>(\$345,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL REVENUES</b>	<b>(48,895.23)</b>	<b>2,396,178.29</b>	<b>2,303,323.00</b>	<b>92,855.29</b>	<b>104.03</b>
<b>EXPENDITURES</b>					
Program Expenses	40,040.58	69,137.90	56,323.00	12,814.90	(122.75)
Operations & Supplies Expense	36,390.55	125,495.10	144,425.00	(18,929.90)	86.89
Utilities Expense	48,801.52	60,768.80	67,119.00	(6,350.20)	90.54
Legal Expenses	0.00	144.00	4,800.00	(4,656.00)	3.00
Professional Services	26,780.57	35,592.01	50,126.00	(14,533.99)	71.01
Bldg & Grounds Maintenance	53,880.49	131,108.31	142,649.00	(11,540.69)	91.91
Property Tax Administration/LAFCO	2,272.44	7,407.41	8,270.00	(862.59)	89.57
Salaries Expense	208,016.07	665,280.68	767,013.00	(101,732.32)	86.74
Benefits & Payroll Costs	136,793.77	539,900.76	415,642.00	124,258.76	129.90
Fixed Asset Expense	(34.32)	49,115.71	17,000.00	32,115.71	288.92
Capital Improvement Projects	299,455.57	968,020.55	966,877.00	1,143.55	100.12

Auburn Rec & Park  
 Profit & Loss - Summary  
 4/1/2021 To 7/31/2021  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Debt Service	0.00	73,602.93	73,603.00	(0.07)	100.00
Transfers Out	(345,000.00)	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>\$507,397.24</b>	<b>\$2,725,574.16</b>	<b>\$2,713,847.00</b>	<b>\$11,727.16</b>	<b>100.43%</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(\$556,292.47)</b>	<b>(\$329,395.87)</b>	<b>(\$410,524.00)</b>	<b>\$81,128.13</b>	<b>80.24%</b>

## **Item 5.4 Cover sheet – Columbus Day Holiday Conversion to PTO**

**Auburn Area Recreation and Park District Policy Committee meeting August, 2021; Board of Directors meeting August, 2021**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) amend its Personnel Policy and Procedure Manual to reflect the recent conversion of the Columbus Day holiday to PTO?

### **Background**

At the July, 2021 Board of Directors meeting, the Board of Directors voted to eliminate the Columbus Day holiday and add a commensurate amount of PTO for each employee.

The following proposed amendments need to be made to the ARD Personnel Policy and Procedure Manual:

### **Proposed amendment #1**

#### **5.4 Holidays**

- A. All full-time employees of the District shall be entitled to the following twelve holidays per year with pay:

New Year's Day  
Martin Luther King's Birthday  
President's Day  
Memorial Day  
Fourth of July (observed)  
Labor Day  
Columbus Day  
Veteran's Day  
Thanksgiving Day  
Friday after Thanksgiving  
Christmas Eve  
Christmas Day

### **Proposed amendment #2**

#### **Appendix A**

The proposed changes to Appendix A from the ARD Personnel Policy and Procedure Manual are attached

Note that these are changes only to the ARD Personnel Policy and Procedures Manual, and do not affect the current agreement between ARD and Local 39.



**Recommendation for the Board of Directors**

The Policy Committee recommended approval of these amendments and sent the item to the Consent Calendar for the August 26, 2021 Board meeting.

Staff agrees with this recommendation.

These changes will become effective October 11<sup>th</sup>.

**Fiscal Impact**

Unknown, however there would be savings from less holiday pay going to the Youth Services staff.

**Attachments**

Proposed changes to Appendix A

Proposed changes to APPENDIX A

**A. Personal Time Leave**

Personal Time Leave is leave which may be used for either illness or vacation and shall be calculated as follows:

1. **0 – 90 days of employment:** no Personal Time Leave may be taken.
2. **Date of Hire to end of Second (2nd) year:**  
Non-Exempt Employee - .0673/hr. or 140 hours/year, with a cap of 452 hours.  
Exempt Employee – 7.23 hours/pay period or 188 hours/year, with a cap of 452 hours.
3. **Beginning of third (3rd) year to end of fifth (5th) year:**  
Non-Exempt Employee - .0885/hr. or 184 hours/year, with a cap of 496 hours.  
Exempt Employee – 8.92 hours/pay period or 232 hours/year, with a cap of 496 hours.
4. **Beginning of sixth (6th) year to end of tenth (10th) year:**  
Non-Exempt Employee - .1077/hr. or 224 hours/year, with a cap of 536 hours.  
Exempt Employee – 10.46 hours/pay period or 272 hours/year, with a cap of 536 hours.
5. **Beginning of eleventh (11th) year and forward:**  
Non-Exempt Employee - .1269 hr. or 264 hours/year, with a cap of 576 hours.  
Exempt Employee – 12.0 hours/pay period or 312 hours/year, with a cap of 576 hours.
6. **Beginning of the Sixteenth (16th) year and forward:**  
Non-Exempt Employee - .1462/hr. or 304 hours/year with a cap of 616 hours.  
Exempt Employee – 13.54 hours/pay period or 352 hours/year with a cap of 616 hours.

## Employees hired after June 30, 2014

1. **0 – 90 days of employment:** no Personal Time Leave may be taken.
2. **Date of Hire to end of Second (2nd) year:**  
Non-Exempt Employee - .0514 hr. or 107 hours year, with a cap of 339 hours.  
Exempt Employee – 5.5 hours pay period, or 143 hours year, with a cap of 339 hours.
3. **Beginning of third (3rd) year to end of fifth (5th) year:**  
Non-Exempt Employee - .0673/hr. or 140 hours year, with a cap of 372 hours.  
Exempt Employee – 6.77 hours pay period or 176 hours/year, with a cap of 372 hours.
4. **Beginning of sixth (6th) year to end of tenth (10th) year:**  
Non-Exempt Employee - .0817/hr. or 170 hours/year, with a cap of 402 hours.  
Exempt Employee – 7.92 hours pay period or 206 hours/year, with a cap of 402 hours.
5. **Beginning of eleventh (11th) year and forward:**  
Non-Exempt Employee - .0962/hr. or 200 hours/year, with a cap of 432 hours.  
Exempt Employee – 9.08 hours pay period or 236 hours year, with a cap of 432 hours.
6. **Beginning of the Sixteenth (16th) year and forward:**  
Non-Exempt Employee - .1106/hr. or 230 hours year with a cap of 462 hours.  
Exempt Employee – 10.23 hours pay period or 266 hours year with a cap of 462 hours.

Accrual depends upon employment status and years of active service. Active service commences with an employee's first day of work and continues thereafter unless broken by an absence without pay, a leave of absence, or termination of employment. Part-time employees accrue Personal Time Leave on a pro rata basis. Employees on unpaid leave and seasonal or temporary employees do not accrue Personal Time Leave. An employee may not use paid time off before its accrual.

## **Item 5.5 Cover sheet – License Exempt Preschool Associate Site Director Job Description Creation**

Auburn Area Recreation and Park District Policy Committee meeting August, 2021; Board of Directors meeting August, 2021

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) approve the creation of a new License Exempt Preschool Associate Site Director job description?

### **Background**

ARD has operated a highly successful license exempt preschool program for many years. Recent staffing changes (retirement) allowed staff the opportunity to look at how the preschool is operated. After review, it was determined that an Associate Site Director position was needed to help bridge the gap between Preschool Teachers and the Preschool Site Director. The Associate Director position can be used to train in future Site Directors, or it can be used for long-term employment.

Per the ARD Personnel Policy and Procedures Manual:

#### **2.12 Job Descriptions**

The Board of Directors approves job descriptions and they are maintained on file in the District. Each job description describes the job, typical duties, and the education, experience and abilities required for it.

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

The Policy Committee recommended approving the new License Exempt Preschool Associate Site Director job description. The Committee sent the item to the Consent Calendar for the August 26, 2021 Board of Directors meeting.

Staff agrees with this recommendation.

### **Fiscal Impact**

N/A

### **Attachments**

Proposed License Exempt Preschool Associate Site Director job description.

## YOUTH SERVICES PROGRAM

### LICENSE EXEMPT PRESCHOOL SITE ASSOCIATE DIRECTOR

**DEFINITION AND PURPOSE:** Under the general direction and guidance of the Youth Services Manager, the Associate Site Director will be responsible for assist in developing and implementing a program of creative learning experiences and enrichments, and recreation activities for preschool students.

#### **EXAMPLES OF ESSENTIAL JOB FUNCTIONS:**

Responsibilities and duties include, but are not limited to the following:

- Supervises program for site; demonstrates good judgment
- Maintains positive relationships with students, treating them with respect in all situations; models appropriate behavior
- Provides effective classroom management; supervises classroom routines including toileting and snacks
- Plans and implements a calendar of age-appropriate activities, demonstrating cultural competency and inclusiveness
- Plans and implements a snack calendar, ordering supplies as necessary
- Maintains accurate and current files on all children and staff in the program. Alerts Youth Services Manager of any deficiencies
- Oversees payments. Follows up with outstanding accounts. Processes paperwork in a timely manner
- Addresses any injuries and applies first aid/CPR where appropriate, alerts parents
- Plans, conducts and documents disaster drills for the safety of all children and staff
- Maintains positive relationship with parents, staff, and the public in accordance with the policies and practices of the District; manages confidential information
- Reports suspected child abuse to Child Protective Services in a timely manner. Alerts the Youth Services Manager and provides a copy of the paperwork submitted
- Addresses Workers' Compensation accidents immediately and follows through in accordance with the policies and practices of the District. Reports all accidents/incidents/injuries to the Youth Services Manager and processes essential paperwork in a timely manner
- Creates and maintains an appealing classroom environment, adapting for changing seasons and themes.
- Oversees sanitary practices and cleanliness of the facility, reports cases of lice and contagious illnesses to the Youth Services Manager
- Alerts the Youth Services Manager regarding issues with payments, parents, safety, building maintenance or any area directly impacting the program
- Provides on-the-job training where applicable
- Performs other work/duties as assigned
- Provides input for staff reviews as requested
- Responds to questions from the public

#### **NON-ESSENTIAL JOB FUNCTIONS:**

Responsibilities and duties include, but are not limited to the following:

- Plans/participates in special events, community involvement and/or field trips

*Youth Services Exempt Preschool Associate Site Director  
January, 2021*

- Provides periodic training/staff meetings for site staff in conjunction with the Youth Services Manager
- Attends departmental meetings as scheduled

## **KNOWLEDGE, SKILLS AND ABILITIES**

Innovation and creativity; strong organizational skills; effective classroom management; ability to multi-task; work independently; maintain records and prepare reports; communicate effectively both orally and in writing; public speaking skills; demonstrated experience with desktop publishing and other computer applications including word processing, and spreadsheets, preferably on PC based systems; principles and practices common to Youth Services, analyze and resolve unusual situations through application of District policy; meet the public in situations requiring diplomacy and tact.

## **WORK ENVIRONMENT**

The position requires sitting, standing, walking, running, reaching, twisting, turning, kneeling, bending, stooping, squatting and making repetitive hand movements in the performance of daily duties. It requires working in both an indoor, temperature controlled classroom environment and in outdoor environment in all weather conditions including wet, heat, cold, and exposure to dust, pollen and cleaning chemicals. It requires both near and far vision and competent/adequate hearing when supervising children both in the classroom and on the playground. The noise level of the indoor setting can be loud. Must be available to work on days and times assigned, which may include evenings or weekends. Capable of walking, running, standing, playing games up to 90% of the work day, occasionally on uneven terrain. Able to climb stairs, lift items up to 30 lbs., and assist children in case of injury.

## **REQUIRED QUALIFICATIONS**

Department of Justice clearance

High school degree or equivalent. Must be at least 18 years of age. In addition:

At least six months experience supervising children.

Enrolled in at least 3 units of ECE, continuously until 12 units are completed.

**And/Or:** 6 units completed in Early Childhood Education and 9 units toward a teacher/recreational or related degree for a total of 15 units.

**And/Or:** A.A. or B.A. degree from an accredited college or university with at least 6 units in Early Childhood Education.

**And/Or:** Child Development Site Supervisor Permit.

**And/Or:** Child Development Program Director Permit.

## **LICENSES, CERTIFICATES AND IMMUNICATIONS**

Current First Aid and Infant/child CPR certifications are required and renewed every two years. Current Negative Tuberculosis skin test is required at the time of employment and updated at

*Youth Services Exempt Preschool Associate Site Director  
January, 2021*

any time there is a case reported within our working environment. Mandatory Reporter Training is required and renewed every two years.

One of the following regarding influenza immunization:

- A copy of an immunization record for influenza dated between August 1 and December 1 of each year
- A statement from the employee's physician that there is a medical reason not to vaccinate the employee
- A statement from the employee's physician that the employee is already immune to influenza
- A signed statement from the employee stating that they have declined to be vaccinated against the flu.

One of the following regarding pertussis (whooping cough) immunization:

- A copy of an immunization record for pertussis
- A statement from the employee's physician that there is a medical reason not to vaccinate the employee
- A statement from the employee's physician that the employee is already immune to pertussis

One of the following regarding measles immunization:

- A copy of an immunization record for measles
- A statement from the employee's physician that there is a medical reason not to vaccinate the employee
- A statement from the employee's physician that the employee is already immune to measles
- Proof that the employee was born before 1957 (according to the Advisory Council on Immunization Practices, "adults born before 1957 are generally considered immune to measles and mumps.")

**COMPENSATION:** Full-time/part-time/temporary/seasonal position.

Wage rate range

Full-time Union/Part-time/seasonal/temporary non-union position:

\$16.50 - \$20.00

**Auburn Area Recreation and Park District is an Equal Opportunity Employer.**

*Youth Services Exempt Preschool Associate Site Director  
January, 2021*

**SECTION: 6.0**

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

**INFORMATION:**

**SEE ATTACHMENTS**



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

- **As of the writing of this report, the following is true about ARD facilities and amenities:**
  - **Everything is open for those individuals that are fully vaccinated. Those not vaccinated must still wear a mask when indoors.**
- **Work has been continuing on the James ballfield LED lights, albeit slowly. Two large lifts are needed for much of the work. The electricians working on the LED ballfield lights left several of the lights in the parking lot, unsecured. Some of these lights were stolen. The \$7,000 loss was reported to APD (not our responsibility).**
- **The weeds on James Field have finally been pulled. It took a crew of 4 – 5 workers three days to get them all.**
- **The PG&E dirt donations to the Bike Park have saved ARD over \$15,000, and in the end will save us over \$20,000. A few of the delivery trucks have driven through the neighborhood, despite extra efforts by our PG&E rep to speak with the driver and trucking company. The drivers who did this were quickly corrected.**
- **The Dog Park shade structure will finally be getting replaced, and relatively soon! We had all but given up hope and then Jesse got a call from the Eagle Scout candidate letting him know that all of the wood had been purchased and is now pre-stained. ARD will complete the demo and the Eagle Scout and crew will have a work day on August 29<sup>th</sup>.**
- **The voting on the MV Park playground structure is in. 433 votes were cast, and Miracle Play Structures eeked out a win. Once we get the order officially placed next week, it will take 16 weeks for them to create/build the components, meaning installation will not occur until December-ish.**
- **Placer County Health and Human Services and the American Red Cross set up an evacuation shelter at Regional Park for those affected by the River Fire. The shelter was open for three nights. Some of the fire victims also parked their RVs/campers in the parking lot at MV Park.**
- **The official Grand Opening for the Auburn Bike Park has been scheduled for Sunday, November 7<sup>th</sup>, from 11am – 2pm. More information will be forthcoming on the exact events and ceremonies that will take place.**
- **Staff have been busy preparing for the Food Truck Fiesta (8/20), the Dead Fest (9/17) and the Obstacle Course Race (9/26; back-to-back weekends for the last two events).**

**Meetings and events attended or scheduled to attend**

**8/5: Diana Boyer re: Food Truck Fiesta and Bike Park grand opening**

**8/6: ARD employee ice cream social**

**8/10: Rotary**

**8/10: Food Truck Fiesta meeting**

**8/12: ARD Special Meeting**

**8/17: Rotary**

**8/18: A&D Committee**

**8/18: Policy Committee**

8/18: Finance Committee  
8/20: Food Truck Fiesta  
8/24: Rotary  
8/24: Festival of Lights Committee meeting  
8/27: Leadership Auburn Alumni Pool Party at Sierra Pool  
8/31: Rotary

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

July's Financials

*Revenues –*

- Programs are over budget by **\$112,800**. We budgeted conservatively since opening was an unknown at budget time. Most notable variances in programs are in: Discovery and Disc Camps (**\$26,800**), Youth Classes (**\$14,900**), Swim Lessons (**\$12,800**), Aquatic Activities (**\$7,746**), Swim Team (**\$6,200**), Adult Classes (**\$9,500**), Youth Camps (**\$8,800**), Youth Sports Camps (**\$15,400**).
- Rents & Concessions are over budget by **\$28,800**, mostly due to Field Rentals that are up by **\$21,700** of budget.
- Grants & Donations are above budget by **\$23,100**, primarily due to a Placer County Office of Education grant of **\$21,000** that was received in May.
- Tax Revenues came in **\$78,200** under budget during months April - July. Approximately **\$60,000** of this should have been budgeted for October instead of April when more tax revenue will come in, this will take care of the bulk of the shortage.

*Expenses –*

- Operations & Supplies are under by **\$18,900**, most of which comes from unspent Small Equipment (**\$10,500**).
- Wages and Benefit Expense came in over budget by **\$22,500**. Keep in mind **\$175,000** (140,000 + 35,000 from residuals) was paid to the UAL (Unfunded Accrued Liability, which was paid from the reserves/residuals for 2020-2021). This payment to the UAL, offset the Wages and Benefits. If this expense was not shown, the expenses would have shown under budget by **\$152,500**. Most of the savings was in Youth Services (**\$61,000**) due to school schedule changes; bringing back students which cut Discovery Club hours for staff, Facilities and Grounds (**\$38,700**) due to staff fluctuations and Aquatics (**\$27,600**) due to a staff shortage.
- Fixed Assets are over by **\$32,000** because the pump for Ashford Park was budgeted for the end of last fiscal year, but didn't arrive in time and was ultimately paid in this fiscal year.

*Appointments to Note for August:*

- Purchasing Policy Meeting
- Attended Special Meeting in August

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

**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, 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).**

**Ashford Park, Christian Valley 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, Recreation Field, Beggs Field, 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.**

**Ashford Park**

- **Serviced the #15 truck.**
- **Replaced a charcoal grill.**

**Christian Valley Park**

- **Installed 50 yards of ShockAb Playground Chips in the playgrounds.**

**Meadow Vista Park**

- **Serviced the Polaris Ranger.**
- **Fuentes Lake and Pond Management used Cutrine-Plus to treat the algae in the pond (label and safety data sheet available upon request).**

**Recreation Park:**

- **Norris Electric replaced a missing fuse on for the receptacle below the scoreboard for Beggs Field.**
- **Knorr Systems performed work on the US Filters for Sierra Pool.**
- **Serviced the Toro Procore 864 Large Area Aerator.**
- **Serviced the circulation pump for the Splash Pool.**
- **Secured all capping units on the retaining walls.**
- **Serviced the #19 truck.**

- DC Solar Electric ran new conduit for the communication cable for the photovoltaic system.

**Regional Park:**

- Serviced the Jacobsen Tri King 1800G.
- Serviced John Deere 1600 Wide Area Mower.
- Serviced the 2014 John Deere HPX 4x4 Traditional Utility Vehicle.

Continued working on getting full remote irrigation system access and numerous other advanced water management features from any web-based device.

**Mike Scheele**

**Landscape Architect/Project Manager**

**Report to the Board of Directors**

**August, 2021**

**RECREATION PARK**

- **Recreation Field Infield Renovation Project:** No New Action. Staff improved the infield grading last summer and is planning on doing the remaining work in-house (infield/outfield transition scalping & levelling).
- **James Ballfield Outfield Turf Replacement Project:** Irrigation run times have been reduced and the Hybrid Bermuda is filling in nicely. Contractor has been contacted about the heavy weed growth that has also occurred and have responded with a weed pulling crew starting on 8/17. The fields first mowing will occur shortly and will be done with a rotary mower. Mowings thereafter are done with a reel type mower.
- **South Play Area Wheelchair Swing Project:** Staff has updated the construction layout plan for the project and submitted it to the vendor for updated pricing. Project will be built turn-key via a joint purchasing agreement. Staff has learned that play structure delivery lead times are 2-3 times what they have been in the past and are around 16-20 weeks.
- **Rec. Shop Floor Reinforcement Project:** No New Action. Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow.

**MEADOW VISTA PARK**

- **Playground Replacement Project:** Ten playground companies submitted their 3D rendered designs to be featured in the ARD website public voting process. The voting period ended on Wednesday August 11th and 433 people voted. Miracle Play Systems received the most votes at 94 or 21.71% of the vote. The voting results have been shared with the participants and posted on the ARD website for public information. Staff is working with the vendor to get the project construction

underway as soon as possible. Lead times of 16-20 weeks should be anticipated after order is placed.

- **ADA Signage Project:** No New Action. Inventory of existing ADA signage at the park was completed by staff. The needs appear minimal and the signage upgrades will be grouped with the asphalt work.
- **Parking Lot Re-seal & Re-stripe Project:** Staff will be grouping this work with the asphalt path repairs project and project is going out to bid beginning of September.
- **Asphalt Pathway Repairs Project:** Staff will be grouping this work with the parking lot sealcoat/stripping project and is going out to bid beginning of September.
- **Pickle Ball Court Crack Repairs Project:** No New Action. Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.

#### **ASHFORD PARK**

- **Irrigation Pump and Filter Replacement Project:** No new action. Project was completed on April 30th and the irrigation system is now working again. Staff is getting quotes to install chain link fencing around the new equipment.

#### **OVERLOOK PARK**

- **Restroom ADA Upgrades & Partitions Project:** No New Action. Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-stripping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.

#### **REGIONAL PARK & 24 ACRES SITE**

- **Trail Mapping & Signage Project:** No New Action. Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months if the 24 Acres Site grant does not come through.
- **Prop. 68 Statewide Park Development & Community Revitalization Program (SPP) Grant Round 4:** The State contacted ARD on 6/17 with the news that they have scheduled the 24 Acres project to receive a "site visit" and it occurred on 7/29. This is no guarantee that ARD will receive the grant but it is good news for the application as it can be interpreted that the project made the "first cut". Site visit went very well with the State Grant Representative asking a lot of good questions and showing a genuine interest in the depth of the design that went into the master plan. Staff was told that the states goal was to announce the grant recipients by September 1st.
- **24 Acres Site Park Construction Documents:** No New Action. Construction documents for the site which will be started by DUDEK immediately if the District gets the grant.

- **Dry Creek Playground Replacement Project:** No New Action. If the 24 Acres Grant application is not successful the above-mentioned 177K Per Capita Grant funds are currently allocated towards replacing this playground.
- **Pickle Ball Court Crack Repairs Project:** No New Action. Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.

#### **CANYON VIEW COMMUNITY CENTER (CVCC)**

- **Bike Park Project:** The PG&E soil donation program is going well and the Phase 2 jump area has received approximately 600 more yards. Another 1-200 yards is anticipated next week which will end the soil import work for now as the site cannot hold any more. Phase 2 wood fence work is almost completed with refinement/finishing fencing needed at the bridge. Additional pricing is being sought for the installation of an ARD standard drinking fountain at the pump track.
- **Maidu Drive Repair Project (Bureau of Reclamation):** Recent email from the Bureau's engineer indicates that if the bids go as expected this work is to take place in October.
- **ADA Door Access Project:** No New Action. Automatic door hardware needs to be installed at the north entrance.

#### **PLACER HILLS PARK**

- **Pool Parking Lot Repairs & ADA Striping Project:** Staff has submitted the project plans to Placer County for an Encroachment Permit and the project will be put out to bid shortly thereafter. Being a permit project with the county, the project will no longer be grouped with the two other paving related projects at MV Park. Notice to Contractors has been sent for publishing in the Auburn Journal with bid opening scheduled for Thursday, September 16<sup>th</sup>.

#### **MULTI PARK ITEMS**

- **Energy Efficient Upgrades:** Ballfield lighting at Rec Park is nearing completion with minor plumbing and lighting work ongoing. Solar panel work to follow. Additional contingency funding is needed and staff requested an additional 15K and it was approved by special Board Meeting on August 12th. Ballfield lighting is behind schedule and five LED lights were stolen from the site which is causing a slight delay. The lights are the responsibility of the contractor.

#### **MISCELLANEOUS ITEMS**

- Memorial tree was planted at Meadow Vista Park. Work ongoing regarding new Memorial Bench for placement at Overlook Park. Work ongoing for Memorial Bench placement near Sierra Pool Splashpad. New inquiry regarding a possible Memorial Tree at Regional Park. Investigation and prelim pricing for a VFD (variable frequency drive) at Railhead Park irrigation pump. Updates of monthly Board reports/A&D Project Activity Reports etc.

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

Even with the new COVID variance warning, we continue to see increased demand for indoor and outdoor facility reservation along with program registration. We have had a few cases where people are refusing to have their children register in programs where they are required to wear masks.

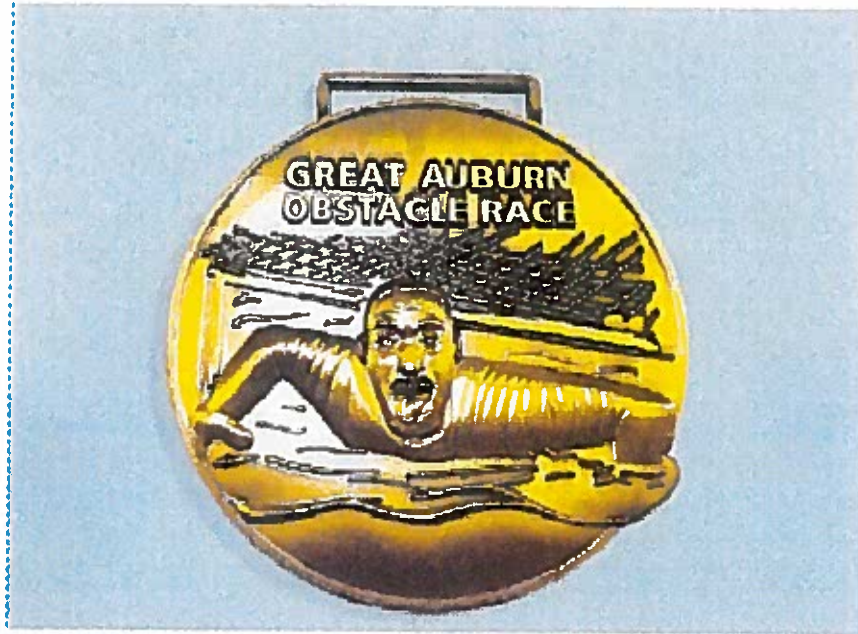
Continue to work on our new recreation and reservation software program. Amy has successfully transitioned her program into our new system. So far so good 😊  
In September, we will be building our facilities in the new system and start transferring future (2022) reservations from our existing system to the new system. We will also get ready to have recreation programs in the new system for the Winter/Spring Activity Guide.

In August I acquired 3 new sponsors for the Obstacle Race:

- Gold Rush Subaru with \$2,000 sponsorship for medals
- Victory Velo Bike with \$500 sponsorship towards the Obstacle Race
- The Auburn Aid Station with in kind \$1,000 donation towards race bibs and serving beer at the finish line

I also secured three sponsors for the Auburn Bike Park-\$500 each.

Reviewed and approved Fee Waivers  
Chamber Ambassador visits  
Leadership Auburn Committee meetings

A promotional card for the 2021 Great Auburn Obstacle Race. The card features a central illustration of a runner in a blue shirt and black shorts, captured in a dynamic, forward-leaning pose with a determined expression. The background is a mix of green and brown, with green foliage and brown ground. The text "2021 GREAT AUBURN OBSTACLE R-A-C-E" is prominently displayed in a stylized font. Below this, the number "101" is written in large, white, outlined digits. At the bottom, the logo for "THE AID STATION" is shown, along with the address "1875 Chestnut Way, Auburn, CA 95603" and the website "www.theaidstation.com". The card has four punch holes at the corners, suggesting it was part of a binder or folder.

2021  
GREAT AUBURN  
OBSTACLE  
R-A-C-E

101

**THE AID STATION**  
Sponsor

1875 Chestnut Way, Auburn, CA 95603  
www.theaidstation.com



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

**Adult Sports**

- Staff have secured all twelve teams for the upcoming Miss October Softball Tournament. The annual women's softball tournament will be played once again on Beggs Field the weekend of October 8. Funds from the tournament go towards the Youth Assistance Fund.
- Registration for the Fall Bocce Ball League is now open online for teams to register.
- The Fall Pickleball Tournament has been rescheduled for the weekend of October 22-24. The original dates for the Tournament were October 1-3.

**Aquatics**

- Public Swim at Sierra Pool ended on August 6.
- This summer aquatics staff taught a total of 97 private swim lessons.
- Water Aerobics was a popular program this summer with an average of over 30 students for each class. The program may continue into the end of September at the Placer Hills pool if the strong participation numbers continue.
- Masters Swim final day in the Sierra Pool this season will be on August 30.

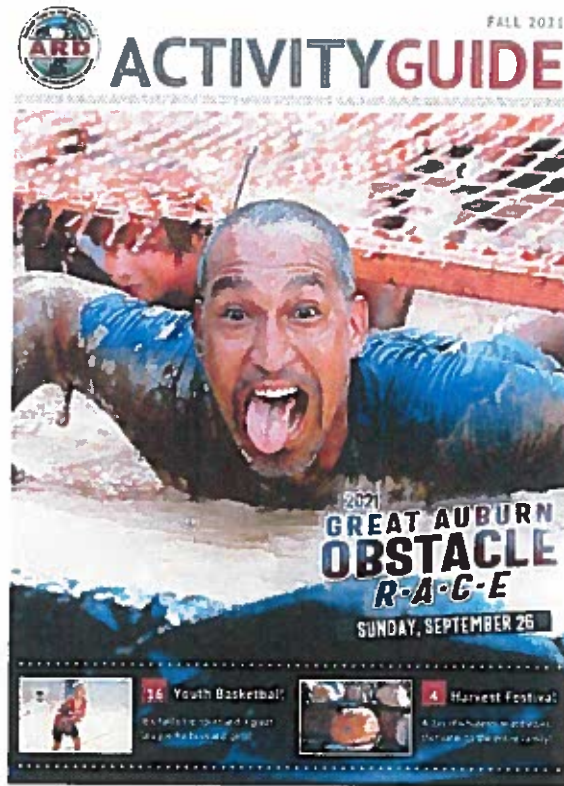
**Special Events**

- TGI Food Truck Thursdays will be returning to Recreation Park starting September 9. This year's series will be five weeks long. All of the money that is fundraised from the nights will go to the Youth Services department to help them purchase new supplies for this school year.
- A new event this Fall will be the Auburn Kidsapalooza on September 16. In collaboration with Auburn Unified School District Board Members, the family event will introduce kids to music, art, and games. We will have BTUArts joining us for hands on instrumentation exploration. Students will experiment with different instruments, hear new sounds, try guitars, keyboards, beat machines, and more. Innervoice Media will bring out camera equipment and video equipment for youth to get a hands on feeling behind and in front of the camera. Youth will be collecting photos for a slide show. Auburn Police Department will bring APD Fit with an obstacle course and health challenge for students of all ages. This event will be held at the same as the TGI Food Truck Thursday event that night.
- The Great Auburn Obstacle Race registration opened in July. Registrations have started to come in. Gold Rush Subaru generously donated \$2,000 for the event.

**Recreation Guide**

- The Fall Recreation Guide will be mailed out to the residents of our District on September 4. Gold Country Media will be printing and mailing the guide on behalf of ARD. This guide will feature all of our upcoming special events, youth

programming, the grand opening of the Auburn Bike Park, and the new wheel chair swing.



**Amy Oddo**  
**Youth Services Manager**  
**Report to the Board of Directors**  
**August 2021**

The summer program wrapped up on August 6th and, at last count, we averaged about 100 students per day in the summer camps. Our school programs reopened on the 11th and enrollment is growing each week. Staff and students are settling into new schedules and routines.

We are doing a trial of Farm Fresh to You for organic produce at a 15% discount. We constantly review the nutritional components of our program and are always looking for ways to enhance the students' experiences. We hope this partnership with FFTY will be beneficial for everyone.

Preschool will begin on August 23rd and we will be welcoming a new Associate Director for the program. This staff will work under the mentorship of the Department Manager as they take necessary classes and coursework to support growth in Child Development and Leadership.

We hope to begin offering new after school classes at Rec Park starting after Labor Day. Starting classes will be in gardening, Spanish and Paleontology. This program will grow over time and hopefully develop into an everyday program.

**JULY VANDALISM REPORT**

7/12/2021      Graffiti at Skate Park Sound Wall      LABOR COSTS      MATERIAL COSTS      \$603.00      \$603.00

Total labor	\$63.00	Total material	\$603.00
Total for year	\$3,774.13	Total for year	\$5,934.38

**JUNE, 2021 VANDALISM REPORT**

**THERE WAS NO VANDALISM FOR THE MONTH OF JUNE, 2021.**

**MAY, 2021 VANDALISM REPORT**

		<b>LABOR COSTS</b>	<b>MATERIAL COSTS</b>
5/19/2021	Meadow Vista Shop break in diesel can replace stolen.	\$20.00	\$109.32
5/21/2021	Graffiti at Skate Park remove graffiti	\$60.00	\$301.20
5/21/2021	Replacement of toilet seat at Ashford Pk that was ripped out.	\$20.00	\$10.50
		\$100.00 Total labor	\$621.02
		<b>Total labor \$1,587.00</b>	<b>Total material \$3,642.52</b>
		<b>Total for year \$3,711.13</b>	<b>Total for year \$5,331.30</b>

**APRIL, 2021 VANDALISM REPORT**

**THERE WAS NO VANDALISM FOR THE MONTH OF APRIL, 2021.**

MARCH 2021 VANDALISM REPORT

	VANDALISM	LABOR COSTS	MATERIAL COSTS
3/11/2021	Kid's telescope on playgrounds Ashford & Railhead broken	\$72.00	\$2,183.41
3/17/2021	Replace sign at Regional Pk - graffiti that couldn't paint over	\$36.00	\$89.87
3/26/2021	Ashford Park vandalism - trash dumping and bridge destruction	\$1,206.00	\$476.19
3/26/2021	MV Park - r re-close slide with barriers that were stolen	\$114.00	\$70.75
3/31/2021	Overlook Park - graffiti cover up	\$21.00	\$91.66
3/31/2021	Diesel cans stolen from MV shop	\$38.00	\$109.37
	<b>Total labor</b>	<b>\$1,487.00</b>	<b>\$3,021.25</b>
	<b>Total for year</b>	<b>\$3,611.13</b>	<b>\$4,710.11</b>

**FEBRUARY 2021 VANDALISM REPORT**

	<b>VANDALISM</b>	<b>LABOR COSTS</b>	<b>MATERIAL COSTS</b>
2/10/2021	Graffiti Regional C Field - removal	\$53.00	\$5.77
2/10/2021	Regional Park - mounting of trail cam	\$225.00	\$35.37
2/26/2021	Graffiti at Meadow Vista Park	\$19.00	\$4.93

<b>Total labor</b>	<b>\$297.00</b>	<b>Total material</b>	<b>\$46.07</b>
<b>Total for year</b>	<b>\$2,124.13</b>	<b>Total for year</b>	<b>\$1,688.86</b>



**JANUARY 2021 VANDALISM REPORT**

	<b>VANDALISM</b>	<b>LABOR COSTS</b>	<b>MATERIAL COSTS</b>
1/8/2021	Someone left a lawn mower at Regional Park, staff took it to the dump	\$21.00	\$12.50 cost for the dump
1/8/2021	Graffiti at Regional Park All buildings & C field	\$166.00	\$154.46
1/8/2021	Graffiti at Skate Park	\$123.00	\$51.19
1/15/2021	Regional Park Locker Room someone tried to break in - had to replace the deadbolt.	\$42.00	\$297.39
1/15/2021	Overlook Park - blank wall was vandalized - had to be re-prepped for artist to paint mural	\$432.00	\$151.39
1/29/2021	Graffiti at MV Park	\$40.00	\$5.36
1/29/2021	MV Park - someone broke into the shed and stole 3 cans of gas	\$20.00	\$109.37
1/29/2021	Graffiti at Overlook Park	\$120.00	\$239.03
	<b>Total labor</b>	<b>\$964.00</b>	<b>\$1,020.69</b>
	<b>Total for year</b>	<b>\$1,827.13</b>	<b>\$1,642.79</b>

<b>2021/2022 PROJECT ACTIVITY REPORT</b>		<b>UPDATED 8/12/21</b>	
<b>PROJECT</b>	<b>EST. COST</b>	<b>NOTES</b>	<b>EST. COMPLETED</b>
<b>RECREATION PARK</b>			
Rec Field Infield Renovation (2020)	25,000.00	Staff improved the infield grading last summer and is planning on doing the remaining work in-house (infield/outfield transition scalping & levelling).	SEPTEMBER 2021
James Bailfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	Irrigation run times have been reduced and the hybrid bermuda is filling in nicely. Contractor has been contacted about the heavy weed growth that has also occurred and have responded that a weed pulling crew will be on-site to remedy on 8/13. The fields first mowing will occur shortly and will be done with a rotary mower. Mowings thereafter are done with a reel type mower.	OCTOBER 2021
Wheelchair Swing Project (2019)	60,000.00	Staff has updated the construction layout plan for the project and submitted it to the vendor for updated pricing. Project will be built turn-key via a joint purchasing agreement.	FALL 2021
Rec Shop Floor Reinforcement Project (2020)	10,000.00	Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow.	SUMMER 2021
<b>MEADOW VISTA PARK</b>			
Playground Replacement Project	120,000.00	Ten playground companies submitted their 3D rendered designs to be featured in the ARD website public voting process. The voting period ended on Wednesday August 11th and 433 people voted. Miracle Playsystems received the most votes at 94 or 21.71% of the vote. The voting results will be shared with the participants and posted on the ARD website for public info. Staff will be working with the vendor to get the project construction underway as soon as possible.	FALL 2021
ADA Signage	1,200.00	Inventory of existing ADA signage at the park was completed by staff. The needs appear minimal and the signage upgrades will be grouped with the asphalt work.	FALL 2021

Parking Lot Re-seal/Re-Stripe	15,000.00	Project planned to happen late summer/fall 2021. Staff will be grouping this work with the asphalt path repairs project.	SUMMER/FALL 2021
Asphalt Pathway Repairs (2020)	15,000.00	Staff will be grouping this work with the parking lot sealcoat/stripping project.	SUMMER/FALL 2021
Pickleball Court Crack Repairs	5,000.00	Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.	SUMMER 2021
<b>ASHFORD PARK</b>			
Irrigation Pump Replacement Project (2021)	45,000.00	Project was completed on April 30th and the irrigation system is now working again. Staff is obtaining quotes to put 4' chain link fencing around the new equipment.	APRIL-MAY 2021
<b>OVERLOOK PARK</b>			
Restroom ADA Upgrades	15,000.00	Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-stripping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.	FALL 2021
<b>REGIONAL PARK &amp; 24 ACRES SITE</b>			
Trail Mapping & Signage Project (2020)	10,000.00	Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months if the 24 Acres Site grant does not come through.	SUMMER/FALL 2021

<p>Statewide Park Development and Community Revitalization Program (SPP) Grant Round 4 (2018/2019) &amp; CEQA Documents</p>	<p>120,000.00</p>	<p>The State contacted ARD on 6/17 with the news that they have scheduled the 24 Acres project to receive a "site visit" set to occur on 7/29. This is no guarantee that ARD will receive the grant but it is good news for the application as it can be interpreted that the project made the "first cut". Site visit went very well with the State Grant Representative asking a lot of good questions and showing a genuine interest in the depth of the design that went into the master plan. Staff was told that the states goal was to announce the grant recipients by September 1st.</p>	<p>2020/2021</p>
<p>24 Acres Site Construction Documents</p>	<p>110,000.00</p>	<p>Construction documents for the site which will be started immediately if the District gets the grant.</p>	<p>SUMMER/FALL 2021</p>
<p>Dry Creek Playground Replacement</p>	<p>177,000.00</p>	<p>If the 24 Acres Grant application is not successful, the above-mentioned 177K Per Capita Grant funds are currently allocated towards replacing this playground.</p>	<p>SPRING 2022</p>
<p>Pickleball Court Crack Repairs</p>	<p>4,500.00</p>	<p>Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.</p>	<p>SUMMER 2021</p>
<p><b>CVCC</b></p>			
<p>Bike Park - Construction (2015/2016)</p>	<p>200,000.00</p>	<p>The PG&amp;E soil donation program is going well and the Phase 2 jump area has received approximately 600 more yards. This will end the soil import work for now as the site cannot hold any more. Phase 2 wood fence work is almost completed with refinement/finishing fencing needed at the bridge. Additional pricing is being sought for the installation of a ARD standard drinking fountain at the pump track.</p>	<p>ONGOING</p>

Maidu Drive Repair (2018/2019)	0.00	In March 2021 the Bureau announced to the District that they will be re-paving the distressed section of Maidu Drive. The work will apparently take place this summer and be done prior to October. A relatively straightforward project the work should only take a week or so.	SUMMER/FALL 2021
ADA Door Improvements	5,000.00	Automatic door hardware needs to be installed.	SPRING 2022
<b>PLACER HILLS PARK</b>			
Parking Lot Repairs	30,000.00	Staff has submitted the project plans to Placer County for an Encroachment Permit and the project will be put out to bid shortly thereafter. Being a permit project with the county, the project will no longer be grouped with the two other paving related projects at MV Park.	SPRING 2022
<b>MULTI-PARK ITEMS</b>			
Energy Efficient Upgrades	2,131,500.00	Ballfield lighting at Rec Park is nearing completion with minor plumbing and lighting work ongoing. Solar panel work to follow. Additional contingency funding is needed and staff is requesting by special Board Meeting on August 12th.	ONGOING 2021
<b>Fiscal Year Projects Total:</b>	<b>3,141,200.00</b>		

## **Item 8.1 Cover sheet – Policy Amendment: Resident Discounts for Adult Sports Leagues**

**Auburn Recreation District Policy Committee meeting August, 2021; Board of Directors Meeting August, 2021**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) amend its policy on Resident Discounts specific to Adult Sports Leagues?

### **Background**

Existing District Policy on Resident Discounts (formerly “out of district fees”) is as follows:

**Resident Discounts.** It shall be the policy of the Board that residents of the Auburn Area Recreation and Park District will receive a 15% discount on all classes, programs, camps and leagues, with the noted exceptions below. This discount shall be a minimum of \$5 and a maximum of \$10 and will be rounded to the nearest dollar when applied.

Resident discounts will not be assessed on the following:

- Events: this includes vendor fees
- Races
- Tournaments
- Pool entry fees
- Youth Services Day Camp and Discovery Club programs
- Any person using ARD Youth Assistance Funding

The District has been seeing a decline in the amount of Adult Sports Teams (softball & basketball) over the past few years. While a general decline in the popularity of adult sports can be blamed for some of this drop, it does not explain it all. Registering a team becomes quite difficult when teams are needing to collect all of the (8-15) signatures, information, fees and proof of residency. Teams have become very frustrating when signing their team up to play in our leagues when the process is so cumbersome and frustrating. Allowing teams to simply register online, without the out of district fee, via our ARD website and turning their signed team rosters into our Recreation Staff (score keeper) will eliminate the majority of the difficulties of registering a team and ensure that the process is far easier for a team manager to do.

In addition, Adult Sports Leagues are composed of players that are residents that live within our District boundaries. In order to fill out the remainder of the team’s roster they will reach out to their friends who live in the surrounding communities. The out of district fee only makes recruiting players to play on the teams more difficult. The removal of the fee will make our league much more enticing for managers to register their team.

Staff polled other Parks and Recreation agencies to see if they have an out-of-district/city fee for their adult sports leagues. The majority do not. A spreadsheet showing the results of that polling is attached.

**Recommendation for the Board of Directors**

Staff recommends the following change (highlighted addition) be made to District Policy:

Resident Discounts. It shall be the policy of the Board that residents of the Auburn Area Recreation and Park District will receive a 15% discount on all classes, programs, camps and leagues, with the noted exceptions below. This discount shall be a minimum of \$5 and a maximum of \$10 and will be rounded to the nearest dollar when applied.

Resident discounts will not be assessed on the following:

- Events: this includes vendor fees
- Races
- Tournaments
- Pool entry fees
- Youth Services Day Camp and Discovery Club programs
- **Adult Sports Leagues**
- Any person using ARD Youth Assistance Funding

The Policy Committee had a split recommendation on this item. Director Ainsleigh recommended approving the change. Director Holbrook did not recommend approving the change.

**Fiscal Impact**

The estimated amount of out-of-district fees that would not be collected is \$1,000 - \$1,200/year.

However, this loss in fees could be made up by the registration of new adult sports league teams.

**Attachments**

Poll of other agencies – collection of out-of-district fees

<u>City/Park-Special District</u>	<u>OOD Fees Collected?</u>	<u>Comments</u>
Rocklin	No	\$50 off for early SB Registration
Cordova P&R	No	
Fair Oaks P&R	No	
Sunrise P&R	No	
Mission Oaks P&R	No	
Chico P&R	No	
Folsom	Yes	Fees vary per sport \$20-\$120
Carmichael P&R	Yes	Fees vary per sport \$10-\$20
Lincoln	No	
El Dorado Hills	No & Yes	No Individual/Yes OOD Teams
CSD	N/A	
West Sac P&R	N/A	
Yuba City	N/A	
Rio Linda P&R	N/A	



## Item 8.2 Cover sheet – District Policy proposed amendment – Purchasing limits

Auburn Recreation District Policy Committee meeting August, 2021; Board of Directors meeting August, 2021

### The Issue

Shall the Auburn Area Recreation and Park District (ARD) change its policy regarding purchasing limits for certain designated employees?

### Background

ARD has a policy that limits the purchasing of certain employees. After discussions amongst management, it was determined that ARD should explore upping the limits for certain employees, mainly Park Workers and Senior Park Workers that currently fall in to the “other designated employees” category. Under the existing policy, managers and supervisors often have to take on the task of purchasing for their department as their employees quickly hit their limit and sometimes go over their limits. This inability to delegate could be mitigated with adjustments to ARD policy.

The following is from the ARD District Policy and Procedure Manual, with proposed changes highlighted:

## II. Purchasing

- A. Purchasing Agent(s). The District Administrator or a designated manager shall serve as the purchasing agent for the District, and will be vested with the authority to purchase supplies, materials, services and equipment within annual budgetary authority limits as follows:

### Purchasing Agent:

District Administrator: \$25,000/purchase

### Primary Designee:

Administrative Services Manager: \$25,000/purchase

### Secondary Designee (s):

Facilities & Grounds Manger: \$15,000 maximum monthly limit  
Up to \$ 5,000 per purchase limit

Other Department Managers: Up to \$10,000 maximum monthly limit  
Up to \$ 5,000 per purchase limit

Supervisors/Coordinators: Up to \$5,000 maximum monthly limit

(or other designated employees): Up to ~~\$500~~ \$1,500 per purchase limit

All positions from Supervisor and above shall have a credit limit of 50% of the stated amounts when newly hired and for a period of 12 months thereafter.

**Recommendation for the Board of Directors**

The Policy Committee sent a positive recommendation to the Board to change the purchasing policy as proposed.

Staff agrees with this recommendation.

**Fiscal Impact**

N/A

**Attachments**

None.

## **Item 8.3 Cover sheet – Resolution #2021-16: Contract Approval for Meadow Vista Park Play Structure Purchase & Installation**

Auburn Area Recreation and Park District Board of Directors Meeting August 26, 2021

### **The Issue**

Shall the Auburn Recreation District Board of Directors authorize and adopt Resolution #2021-16, a resolution approving a contract with Miracle Play Systems Company for the purchase and installation of a new play structure at Meadow Vista Park for a total of \$89,796.94?

### **Background**

The ARD Board of Directors approved the new play structure at Meadow Vista Park Project as part of the 2021/22 Project List.

Ten playground vendors were invited to submit designs to fit a \$100,000 budget and the designs were put out to the public to be voted on via the ARD website. Over 400 votes were cast and Miracle Play Systems gained the most. A graphic showing the voting results is attached.

The play structure will be purchased and installed via an existing recent agreement with Sourcewell, a national Joint Purchasing Agreement company for public agencies.

Per the District Policy Manual, this type of purchasing is allowed for contracts solicited within the last two years (the Sourcewell contract ARD will be using is dated February 15, 2021).

### **IV. Competitive Bidding**

G. **Exceptions to Competitive Bidding.** Provisions requiring competitive bidding shall not apply to the following instances:

5. When another public agency (district, city, county or state) has administered a competitive bid process within the past two years for the same or substantially similar supplies, services or equipment.

The cost includes the demolition and removal of the old play structure and swings and includes a new playground, swings, sand diggers and two stand-alone features.

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

Staff recommends that the Board of Directors authorize and approve Resolution #2021-16 for the purchase and installation of the new play structure at Meadow Vista Park with Miracle Play Systems in the amount of \$89,796.94.

The contract from Miracle was received the day after the Acquisition and Development Committee meeting so this item was unable to be brought there first. The order needs to be placed this month to avoid a price increase.

**Fiscal Impact**

Fiscal impact of the approval of the contract with Miracle Play Systems is \$89,796.94 plus a 5% District controlled contingency of \$4,489.85 for a total of \$94,286.79.

The budget for this project is \$120,000 on 2021/2022 Project List.

**Attachments**

Resolution #2021-16  
Proposal from Miracle Play Systems  
Playground site plans  
Graphic rendering of the playground  
ADA accessibility information for the proposed playground  
Warranty information  
Playground voting results graphic

RESOLUTION NUMBER 2021-16

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE  
AUBURN AREA RECREATION AND PARK DISTRICT AWARDED A  
CONTRACT FOR THE MEADOW VISTA PARK PLAYGROUND REPLACEMENT  
PROJECT

WHEREAS, the Auburn Area Recreation & Park District Board of Directors authorized the Meadow Vista Park Playground Project on the 2021/2022 Project List and

WHEREAS, the Auburn Area Recreation & Park District solicited designs from ten different playground vendors for the purchase and installation of the Meadow Vista Park Playground Project for the target budget amount of \$100,000.00 and

WHEREAS, the Auburn Area Recreation & Park District put the ten playground designs out to vote by the public on July 15, 2021 and

WHEREAS, the Auburn Area Recreation & Park District tallied the votes from the public on August 11<sup>th</sup>, 2021 and determined the winner,

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

That the Auburn Area Recreation & Park District awards the Meadow Vista Park Playground Project to Miracle Play Systems Company. The District Administrator is authorized to enter into a contract for the Meadow Vista Park Playground Project with Miracle Play Systems Company in the amount of \$89,796.94 and approves a District controlled contingency of 5% or \$4,489.85. The total for all is \$94,286.79.

APPROVED, PASSED, AND ADOPTED ON August 26, 2021 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

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H. Gordon Ainsleigh  
Chairman of the Governing Board

ATTEST:

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Clerk to the Governing Board

Job: P21\_0698\_Meadow Vista Park  
 Quote Name: P21\_0698\_Meadow Vista Park  
 Quote Number: 00009777

Prepared by:  
 Karl Maniglia  
 karl@miracleplaygroup.com



Terms: Net 30  
 Remit to:  
 Miracle Playsystems, Inc.  
 1276 S Main St., Salinas, CA 93901

Sub Total \$79,554.40  
 Freight \$6,341.00  
 Tax \$3,901.54  
 Total \$89,796.94

Item	Qty	Rate	Total	Tax (if applicable)
Miracle Equipment per 21_0698_Meadow Vista Park_BOM	1	\$67,268.00	\$53,814.40	\$3,901.54
Equipment installation to plan	1	\$20,735.00	\$20,735.00	
Demo and disposal	1	\$5,005.00	\$5,005.00	

Miracle Installation Crew Scope of Work

Demolition, removal and disposal of existing structures (structure & swings, footings and any unusable wood fiber or spoils, fabric, etc.) Pull-back and protection of existing wood fiber, sand and "Tuff Timbers"/plastic borders as may be necessary for construction. Retain and protect existing benches in current locations.

ASTM approved safety and age appropriate signage included with purchase.

Offload will be District's obligation. Karl Maniglia will assist with offload and inventory.

District Scope of Work

The District will purchase and install any additional wood fiber or sand required after construction and will be providing ADA path of travel access to the site. The District will provide temporary construction fencing to enclose the project.

District to schedule US Underground/811 to locate underground utilities.

Construction Period

Lead times are approximately 18-20 weeks. Construction will begin less than 2 weeks after receipt of equipment. Crew will be onsite for 5 days.

District has the right to cancel order within 45 days from date of signed quote without negative recourse.

July 14, 2021

Sub Total \$79,554.40  
Total Freight \$6,341.00  
Total Tax \$3,901.54  
Grand Total \$89,796.94

Company: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Please confirm or edit order information below	
<b>End User Company:</b> Auburn Park and Rec District	<b>Bill To Email:</b>
<b>End User Contact:</b>	<b>Bill To:</b> Auburn Park and Rec District 123 Recreation Drive Auburn, Ca 95603
<b>End User Email:</b>	<b>Customer Reference #:</b>
<b>Delivery Contact:</b>	
<b>Delivery Email:</b>	
<b>Delivery Phone:</b>	
<b>Delivery Address:</b> 471 Maidu Dr Auburn CA 95603	
<b>Site Address:</b> 1101 Meadow Vista Road, Meadow Vista, CA 95722	

**INDEMNITY**

Client/Owner shall defend, indemnify and hold harmless Miracle PlaySystems, Inc., its officers, directors, board of trustees, agents, or employees and each of them, from any and all claims, demands, causes of action in law or in equity, damages, penalties, costs, expenses, reasonable attorneys' fees, reasonable experts' fees, reasonable consultants' fees, judgments, losses or liabilities, of every kind and nature whatsoever arising out of or in any way connected with or incidental to, the performance of the services under this Agreement or any of the obligations contained in this Agreement ("Claims"). Without limitation, "damages" include personal injury, including, but not limited to bodily injury, emotional injury, sickness or disease, or death to persons, including, but not limited to, any employees or agents of Miracle PlaySystems, Inc., or any other person; or other damages of any kind to anyone including, without limitation, economic loss, property damage and loss of use thereof. It is expressly acknowledged and agreed that each of the foregoing indemnities is independent, that each shall be given effect, and that each shall apply despite any acts or omissions, misconduct or negligent conduct, whether active or passive, on the part of, or other contractor(s), provided, however, Miracle PlaySystems, Inc. duty to indemnify shall be limited to the percentage or the degree Miracle PlaySystems, Inc. comparative negligence caused any damages.

**STANDARD NOTES**

- Price quotation is good for 30 days. Accurate color selections must be made in writing prior to equipment going into production. Colors to be confirmed with your local sales representative.
- PLEASE MAKE PURCHASE ORDER TO MIRACLE PLAYSYSTEMS, INC at PO Box 263 Alamo, CA 94507
- PLEASE REMIT CHECKS TO: MIRACLE PLAYSYSTEMS INC., 1276 S MAIN ST, SALINAS, CA 93901
- Please email/tax quotation with your signature to accept this quote and place order. Fax 510-893-2163 or email Info@MiraclePlayGroup.com
- Unless otherwise specified, Miracle PlaySystems, Inc DOES NOT include the following in this proposal:
  - Engineered drawings
  - Installation of equipment or other site amenities
  - Specialty trades, equipment, power supply required to install equipment

Page 2 of 3 - P21\_0698\_Meadow Vista Park

MIRACLE PLAYSYSTEMS, INC. • PO BOX 263, ALAMO, CA 94507 • (800) 879-7730 • (510) 893-2163 (FAX)

CSL: 981433 (Exp Date 03/23) • DIR: 1000015853

- Any insurance requiring in excess of \$1M/\$2M per occurrence, special insurance coverage or wording, Prevailing/Certified wage rates, local permitting bid/performance bonds, temp fencing, geo tech surveys, playground safety inspection, equipment offload, and testing services.
- Inspect equipment upon delivery. Color discrepancy must be reported at time of delivery. Installation constitutes acceptance of colors.
- Warranty does not cover labor for reinstallation.

### TERMS & CONDITIONS

- Purchase contract terms & conditions of sale: The client/customer's acceptance and understanding of these terms & conditions and all other supporting documentation provided as part of this package is evidenced by signing of this estimate/quote.
- Payment terms: Standard terms (on approved credit), unless otherwise noted are 50% with order and balance to ship equipment (no retention). Should any changes be required to the products after order is placed, modifications or changes will be at client/customer's expense. Miracle Playsystems, Inc maintains a no return policy and asks all clients to determine feature, layout and color selection prior to ordering. Should any order be cancelled after production has started a 30% restocking fee will be charged to client. Credit card convenience fee is 3.5% which will be added to all credit card charges
- Lead times: Estimated lead times for the time the order is released into production until it is delivered will vary.
- **Lead times may currently be extended due to reasons such as supply chain issues, shipping delays, raw material shortages, and other COVID-19 related impacts.**
- Custom play feature lead times are determined on a case by case basis.

### CONSTRUCTION SERVICES (if applicable)

Unless otherwise noted, we exclude responsibility for material delivery & offloading equipment, removal & disposal of packaging accumulated by equipment packaging, project security, landscape & hardscape repair based on access route to site, delays or returns due to layout conflicts or delay of other trades, removal of spoils from job site, locating underground: utilities, pipes, obstructions in work area, conditions unforeseen and/or not disclosed at time of estimate, permits, engineering, material testing, soil samples, CPSI. Conditions: Grades; stable, compacted & workable with 95% compaction and less than 1% grade, adequate access to site for labor, materials, tools and equipment. Estimate good for 90 days from quote or Dec. 31 of current calendar year, whichever comes first. Terms: Upon completion.

### GENERAL TERMS

- THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN: Miracle Playsystems, Inc. objects to any other terms proposed by client, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Client authorizes Miracle Playsystems, Inc. to ship equipment and agrees to pay the total specified. Shipping terms are FOB the place of shipment via common carrier.
- Client and owner/operator agree to indemnify and hold Miracle Playsystems, Inc. harmless from and against all liabilities, losses, penalties, damages and expenses, including costs and attorney fees, resulting from any and all claims, liens, damages, actions, suits, judgments or settlements, injuries arising or alleged to arise out of their failure, or failure of architect, contractors, subcontractors, installers, employees, agents and assigns to assemble, install, inspect and/or maintain the play equipment and impact absorbing surfacing in full compliance with each manufacturers installation instructions and safety requirements and their misuse and/or alteration of the play equipment.

Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_





## Meadow Vista Park

Auburn, CA

Prepared for: Auburn Recreation District



Prepared By

**Karl Maniglia**

Sales Account Manager

Miracle PlaySystems, Inc

karl@miracleplaygroup.com

(916)317-0545

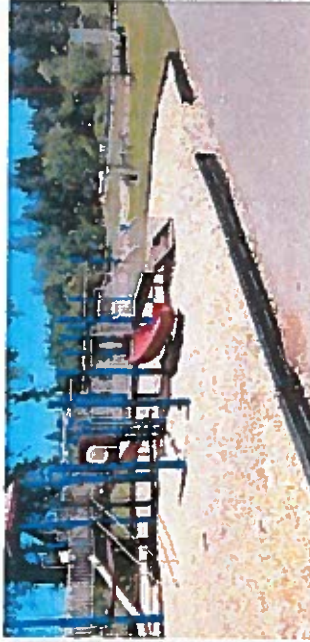


Creating Fun Play Environments to Enrich Communities



**Project Understanding and Design Development**

- \* Playground to replace existing Miracle 5-12 equipment
- \* Equipment to Serve 5-12 age group
- \* Play Area is approx 90'X60'
- \* Sensory Rich and Enrich Designs
- \* Open sight lines for supervising adults
- \* All Equipment shall be Durable, Easy/Low maintenance
- \* Best possible warranty and value required
- \* Two Bay swing with strap, bucket and ADA seats
- \* Two new diggers in existing sand area
- \* Enclosed Spiral Slide
- \* No Horizontal Tubes



Elements of Play

1 Multi-Sensory Play Elements

- 1 Vestibular (movement and balance)
- 2 Proprioceptive (body position)
- 3 Tactile (touch)
- 4 Auditory (hearing)
- 5 Visual
- 6 Olfactory

2 All Children Encouraged to Play

- Providing a graduated range of challenge
- Grouping similar equipment together
- Offering equipment for multiple age groups
- Providing real choices of play for each child

3 Accessibility

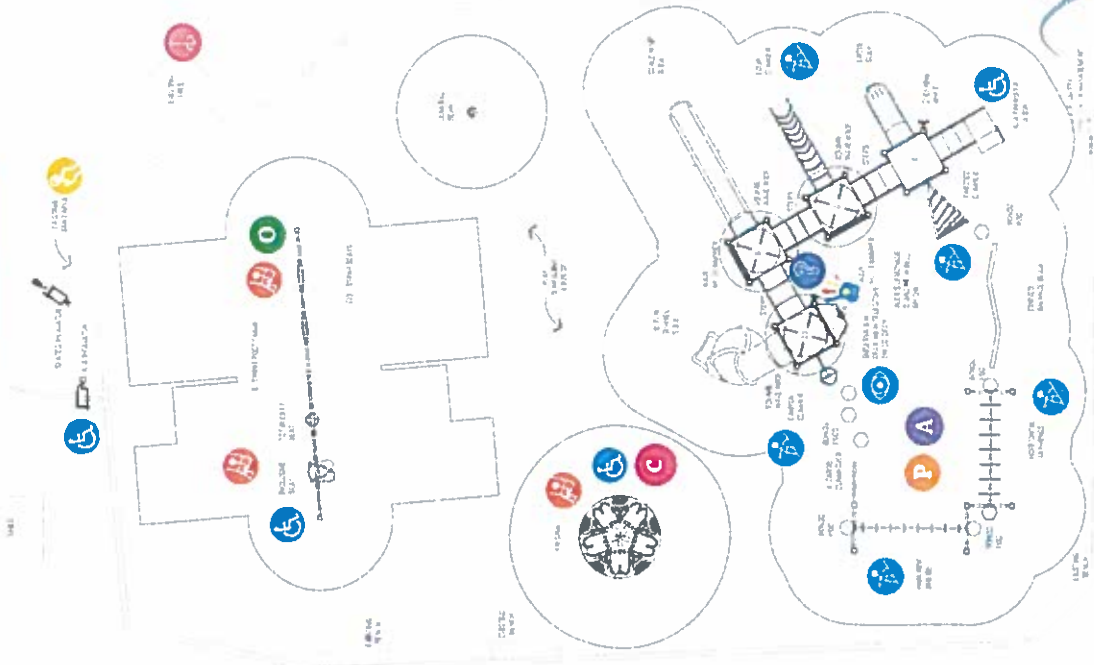
- Protective shock-absorbing unitary surfacing
- Wide movement routes
- Smooth, even transitions on and off equipment

4 Opportunity for Calm

- Offering cozy, quiet spaces
- Establishing perimeter paths and fences
- Providing a wayfinding system that includes an orientation path

5 Social Environments

- S Solitary play - Children play alone
- O Onlooker play - Children watch others play but do not engage in play
- P Parallel play - Children play next to each other but are engaged in their own activities
- A Associative play - Children are still playing independently but often do the same thing as others
- C Cooperative play - Children interact together for the purpose of play



**ADA COMPONENTS COUNTS**

PLAY AREA - AGE APPROPRIATE 5-12 YEARS

CAPACITY: 105-110 CHILDREN

**ELEVATED PLAY ACTIVITIES (TOTAL)**

7

- fun tunnel slide
- canyon climber
- telescope
- grove slide
- sit and scole slide
- twisted climber
- loop climber

**ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER**

7

**ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP**

0

**GROUND LEVEL ACTIVITY TYPE**

9

- swing
- upper body climber
- balancing equipment
- imagination panels
- climbers
- sound equipment
- whirfs
- manipulative equipment
- water/sand equipment

**GROUND LEVEL ACTIVITY QUANTITY:**

23

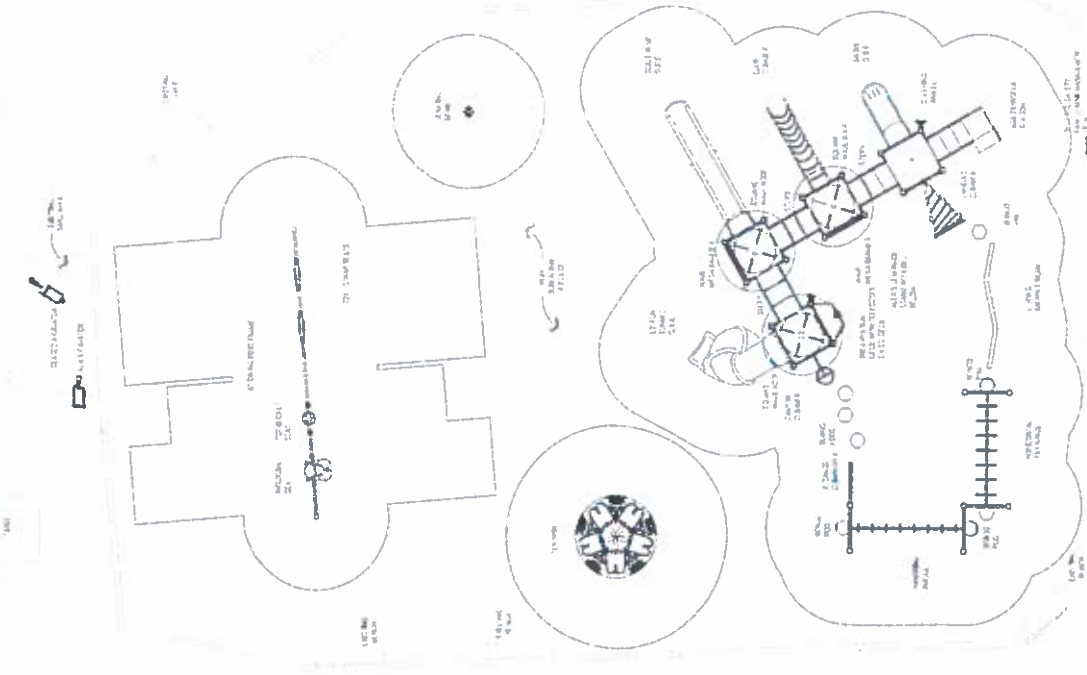
- swings (4)
- ten spin
- excavator sand (2)
- steering wheel
- bell
- alex's lemonade stand (Donation to Children Cancer Society for every panel installed)
- jumping bean
- cargo climb over
- bongo pod (8)
- balance beam
- try rings
- horizontal bridge

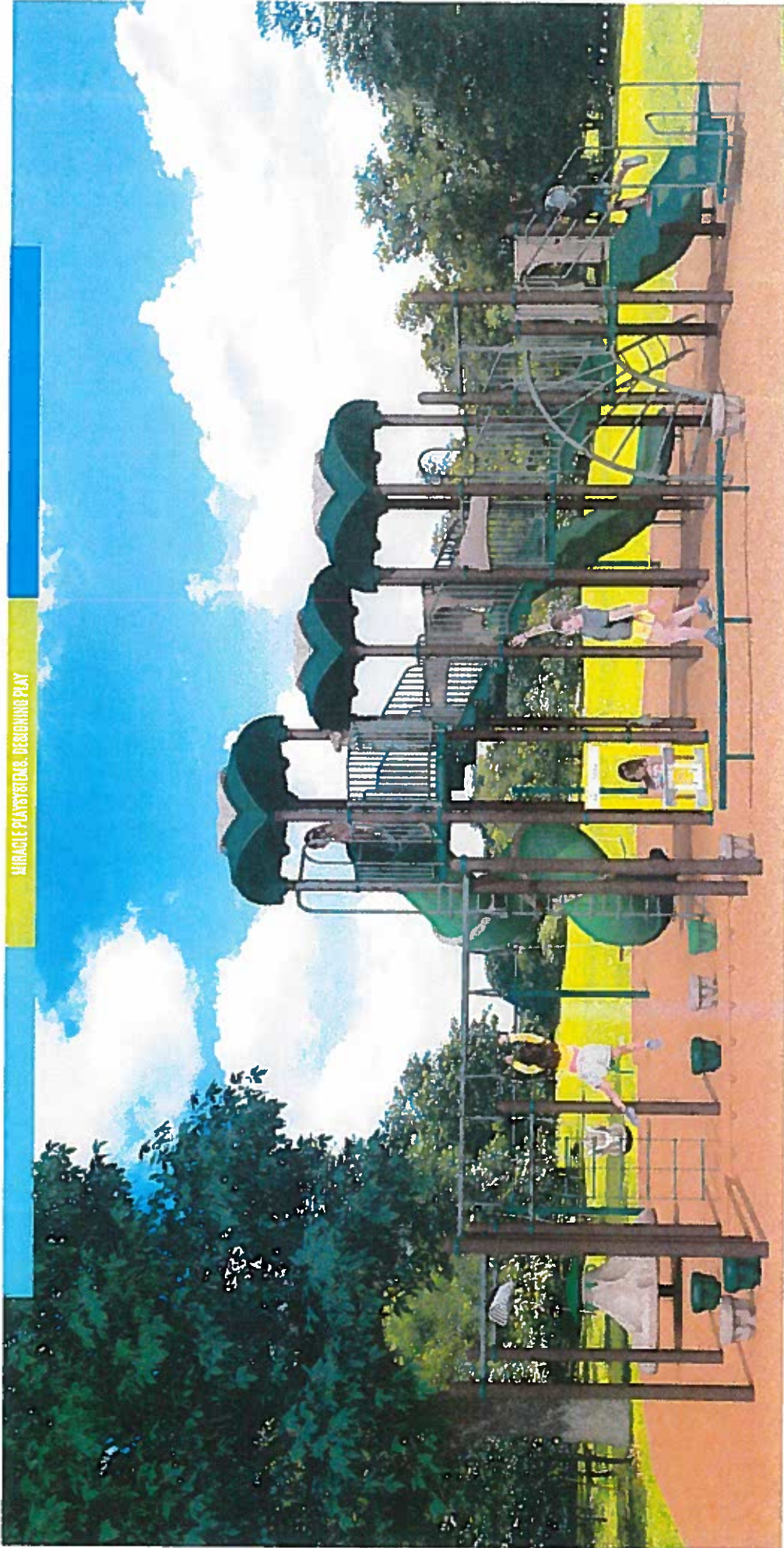
**ADA NOTES:**

1. TRANSFER STEPS TO BE STRIPED PER 118-5044.12
2. USE ZONES FINISH SURFACE OF PLAYGROUND COMPLIES WITH ASTM F1292-99.3
3. GROUND SURFACING COMPLIES WITH ASTM 1951-99.4
4. PLAYGROUND EQUIPMENT SHALL COMPLY WITH ASTM F1487-98.5
5. THIS PLAY AREA MEETS CBC SECTION 11B-100B.



**Compliance Review**





Colors Used in Rendering



Hunter Green



Brownstone



Anti-Microbial  
Rainforest



Anti-Microbial  
Desert Dunes



Anti-Microbial  
Safari



Green



Forest Green

\*Colors shown in rendering is for illustrative purposes only. Actual color and pattern may vary slightly

06/30/2021  
21\_0698\_Meadow Vista Park\_001

Creating Fun Play Environments to Enrich Communities



# Inclusive Playground Elements



## Inclusive Play – Play for All

Miracle PlaySystems understands that no two kids are the same and that play environments should be designed to engage all children. Our staff of designers is not only informed on the Americans with Disabilities Act (ADA) standards but with a deep understanding of how kids play. Here at Miracle PlaySystems we are committed to providing a unique play environment that engage children of all abilities.

We believe in providing multisensory play environments that are stimulating for children of all abilities.



We consider Vestibular Input, Proprioceptive Input, Tactile, Visual, Auditory and Olfactory Input, and Motor and Social Development to provide designs that engage all of the senses.



Click on the Video to read more about inclusive play on our website and watch an example of how animation can bring an inclusive playground to life! A great tool to have when presenting the design to the community.

# Certified Playground For All



## Five Fundamentals Found in Every PLAYGROUND FOR ALL

A Miracle Play Systems Playground for All invites and welcomes everyone of different ages and abilities, not just children. This includes families with children and parents who have sensory processing disorders, autism, and people of all ages in wheelchairs and other mobility devices. Each Miracle Play Systems Playground for All is designed to welcome everyone and supports the following five fundamentals:



# 1

### Provide Multi-Sensory Play Experiences

- Vestibular (movement and balance)
- Proprioceptive (body position)
- Tactile (touch)
- Auditory (hearing)
- Visual



# 4

### Ensure Kids Do Not Get Overwhelmed

- Offering cozy, quiet spaces
- Establishing perimeter paths and fences
- Providing a wayfinding system that includes an orientation path



# 2

### Encourage all Children to Play

- Providing a graduated range of challenge
- Grouping similar equipment together
- Offering equipment for multiple age groups
- Providing real choices of play for each child



# 5

### Create Welcoming Social Environments

- Solitary Play
- Onlooker Play
- Parallel Play
- Associative Play
- Cooperative Play



# 3

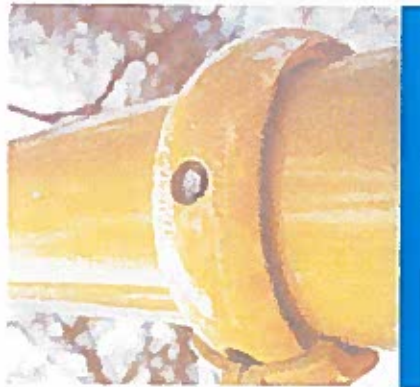
### Allow Greater Accessibility

- Protective, shock absorbing unitary surfacing
- Wide movement routes
- Smooth, even transitions on and off equipment

# MIRACLE° ADVANTAGE

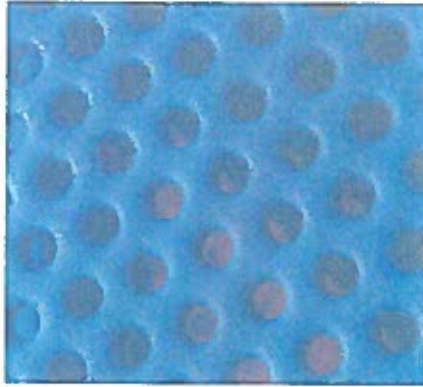


We believe the experience of building a playground should be as intuitive as playing on it. From design, specification, funding, purchasing and installation, we'll be with you every step of the way. Our customized design process is free because there should never be a charge to dream.



## Versalok®

Our clamp design features a stainless steel, tamper-resistant fastener that eliminates the need for stacking multiple clamps.



## Mira-Therm™

This textured vinyl coating for deck surfaces helps prevent rapid heat transfer while the circle pattern keeps little fingers safe.



## Gator Grip®

The 3D textured pattern makes it easy — and comfortable — for kids to make their next moves.



## Compound Resin

Provides superior strength and durability, advanced color fastness and UV resistance.



**IPEMA**  
INTERNATIONAL PLAYGROUND EQUIPMENT MANUFACTURERS ASSOCIATION  
MEMBER

## Safety

We're committed to providing equipment that meets and/or exceeds the performance safety specifications established by organizations such as ASTM, CPSC, CSA, CPSIA, IPEMA and EN. To verify product certification visit [www.ipema.org](http://www.ipema.org)



# MIRACLE WARRANTY

Miracle Recreation Equipment Company warrants its products against structural failure due to defects in materials and workmanship for the warranty periods and material categories prescribed below.

Buyer agrees that products sold by Miracle Recreation Equipment Company carry only the following warranties:

**LIMITED FIFTEEN (15) YEAR WARRANTY FOR AS LONG AS YOU OWN THE PRODUCT:** Aluminum deck posts, steel deck posts, Versalok® fastening system cast aluminum parts, and stainless steel hardware.

**LIMITED FIFTEEN (15) YEAR WARRANTY:** All rigid steel playground components, decks, steps, and walkways, including molded and sheet plastic components, plastic lumber, rail panels, and stainless steel slides, except as otherwise specified below.

**LIMITED TEN (10) YEAR WARRANTY:** Fabric etched steel frames, and Shadeure™ and Canvasure™ and Canvasure™ FR fabrics (Note Exception Limited Three (3) Year Warranty, for fabric in shades of red).

**LIMITED EIGHT (8) YEAR WARRANTY:**

- Fiberglass aggregate accessible swing seats, precast PolyFibercrete or precast concrete products.
- Poly-Triant Synthetic turf safety surfacing against deterioration or specified attenuation performance and appearance.
- Integrated shade fabric and components against rot, UV deterioration and defects in materials and workmanship (Note Exception Limited Three (3) Year Warranty, for fabric in shades of red).

**LIMITED FIVE (5) YEAR WARRANTY:**

- Heavy duty diamond braided mesh and Kivox™ Climbing Rocks
- Anti-Firm™ PVC coating and PE coating against cracking or peeling
- Park and Site Amenities (i.e. benches, tables, trash receptacles, etc.)
- FRP (Glass Fiber Reinforced Polymer) Products
- Steel cable cabling and rope fittings and connections (Note Exception, Warranty does not cover normal wear and tear such as fraying or fading of cable coating)

**LIMITED THREE (3) YEAR WARRANTY:** Flexible belting, plastic ladder timbers and accessories, and electronic panel speakers, sound rings, and cricket boards.

**LIMITED ONE (1) YEAR WARRANTY:**

- Slingshot Swing Seats, 360° Bucket Tot, Swing Seats, and Kuff Net (no climbing mesh)
- Pool slab support structures, stairways, landings and railings
- All other products, components and custom pieces that are not specifically listed above, including, without limitation, all moving parts, such as swing hangers and bearings, swivels, chains, whisks, springs and flexible components, and all high wear items, such as rollers, cables, wheels, and bushings.

**BUYER'S REMEDY:** If any products prove defective or non-conforming under normal use and within the above prescribed warranty periods and material categories, Buyer must promptly notify Miracle in writing at 878 E. Hwy. 60, Marett, MO 65708 USA. Miracle does not warrant that any particular color will be available for any period of time, and reserves the right to discontinue any color for any reason, without recourse by the Purchaser or Owner of the discontinued color. Miracle may elect to repair, replace, or refund the purchase price of any defective product. Buyer shall not return products to Miracle unless authorized by Miracle to do so. Authorized returns must be properly packaged and shipped prepaid and insured, at Buyer's expense. Upon verification of warranty coverage, Miracle may elect, in its sole discretion, to repair defective or non-conforming products, or replace them by delivering products or parts of similar functionality free of charge to the site. Miracle's limited warranties do not cover the cost of labor to remove defective or non-conforming part(s) or to install required or replacement part(s). By use of these limited warranties, Buyer accepts their terms and limitations, and waives any rights it would otherwise have to claim or assert that such warranties fall of their essential purpose. Buyer agrees that venue for any court action to enforce these limited warranties shall be in Barry or Greene Counties in the State of Missouri.

**LIMITATIONS:** All warranty periods begin on the date of Miracle's invoice. Repaired and/or replacement part(s) are warranted only for the balance of the original limited warranty period. Warranties extend only to the original Buyer/end user of products purchased from Miracle or a Miracle authorized reseller and are not transferable.

Warranties apply only to finished products that are erected and installed in accordance with Miracle's installation instructions, and that are maintained and inspected in accordance with Miracle maintenance and operational instructions.

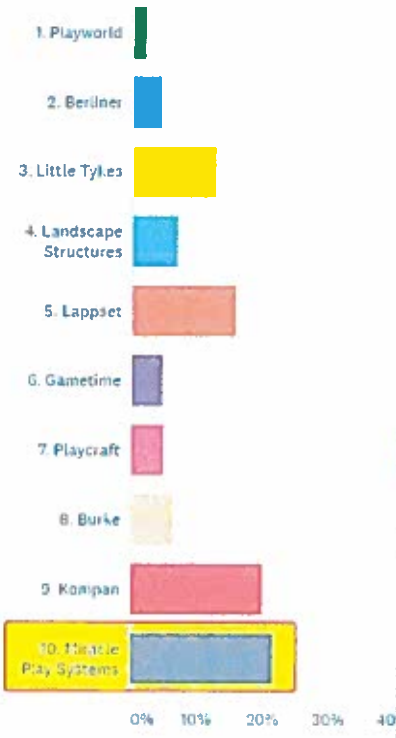
Warranties specifically do not cover Miracle products:

- for cosmetic damage or risks occurring under normal use, such as surface scratches, minor chips, hairline cracks, dents, marring, efflorescence, color fade (except for shag fabric as noted above), discoloration, corrosion/rust, fading, or washing of recycled plastic lumber
- that have been modified, altered, or repaired by unauthorized third parties
- that have not been used as designed or intended, or misused
- to which non-Miracle parts have been added or substituted
- that have been removed from their original location and re-installed elsewhere, without prior approval by Miracle
- that have been damaged due to excessive wear and tear, vandalism, abnormal use, abuse, negligence, environmental factors (such as wind-blown sand, salt spray, or airborne emissions from industrial sources), extreme weather (such as hail, flooding, lightning, tornadoes, sandstorms, earthquakes, or wind storms), and acts of God.

**THE FOLLOWING LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY FOR SELLER'S PRODUCTS AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, IN LAW OR IN FACT, SELLER SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING OUT OF COURSE OF DEALING OR PERFORMANCE OR TRADE USAGE. SELLER SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES, OR ANY LOSS OF REVENUE, PROFIT OR USE, ARISING OUT OF A BREACH OF THIS WARRANTY OR IN CONNECTION WITH THE SALE, INSTALLATION, MAINTENANCE, USE, OPERATION OR REPAIR OF ANY PRODUCT. IN NO EVENT WILL SELLER BE LIABLE FOR AN AMOUNT GREATER THAN THE PURCHASE PRICE OF A DEFECTIVE PRODUCT.**



# PLAY STRUCTURE VOTES FOR MEADOW VISTA PARK



Answered: 433 Skipped: 0

ANSWER CHOICES	RESPONSES	
1. Playworld	1.85%	8
2. Berliner	4.39%	19
3. Little Tykes	12.70%	55
4. Landscape Structures	6.93%	30
5. Lappset	15.94%	69
6. Gametime	4.85%	21
7. Playcraft	5.08%	22
8. Burke	6.47%	28
9. Kompan	20.09%	87
10. Miracle Play Systems	21.71%	94
<b>TOTAL</b>		<b>433</b>

Colors Used in Structure: ■ Hunter Green ■ Brownstone ■ Art: Maximal Playform 1 ■ Art: Microbial Desert Dunes ■ Art: Microbial Safari ■ Green ■ Forest Green

06/16/2021 27,7034 Views (includes 08)

Creating Fun Play Environments to Enrich Communities

8/11/2021