

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

6:00 P.M.

**THURSDAY, MAY 29, 2014
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603 during normal business hours.

1.0 CALL TO ORDER

FLAG SALUTE (Pledge to the Flag)

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

Roll Call

Smith _____ Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from Sports Coordinator Jerry Fisher to May 2014 volunteer of the month Peter Lake, Mighty Mites volunteer.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

4.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. After you are recognized by the Board Chairperson, please come to the lectern and state your name, and address for the record (optional). There is a time limitation of three minutes.

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

_____ **5.1 Review and Approval of Minutes of the April 24, 2014 Meeting of the Board of Directors**

Review and approval of minutes.

_____ **5.2 Review of Cash Requirements for March, 2014 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

_____ **5.3 Review of Cash Requirements for April, 2014 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

_____ **5.4 Review of Financials for March, 2014 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

_____ **5.5 Review of Financials for April, 2014 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

Roll Call Vote

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

_____ 7.1 Atwood III Fiscal Year 2014/2015 Intention to Levy Assessments; Engineer's Report; Notice of Hearing (Acquisition & Development Committee)

Shall the Auburn Area Recreation and Park District Board of Directors direct staff to adopt Resolution Number 2014-08, a Resolution of Intent to Levy Annual Assessment Preliminarily Accepting Engineer's Report and Scheduling the Public Hearing?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

Roll Call Vote

_____ 7.2 Resolution Number 2014-07, Before the Governing Board of the Auburn Area Recreation and Park District County of Placer, State of California, Adoption of Final Budget, General Fund (Standing Finance Committee)

Shall the Auburn Area Recreation and Park District Board of Directors adopt Resolution Number 2014-07, Before the Governing Board of the Auburn Area Recreation and Park District County of Placer, State of California, Adoption of Final Budget, General Fund?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

Roll Call Vote

_____ 7.3 Solar Project – Extra Cost (Acquisition & Development Committee)

Shall the Auburn Area Recreation and Park District Board of Directors provide direction regarding the design and related costs for the solar project at Recreation Park?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

Roll Call Vote

8.0 NEW BUSINESS

_____ **8.1 Memo of Understanding (MOU) Template (Program, Personnel, Policy, Fee & Legal Review Committee)**

Shall the Auburn Area Recreation & Park District Board of Directors approve the Memo of Understanding (MOU) template?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

_____ **8.2 Proposed CSDA Bylaws Updates**

Shall the Auburn Area Recreation & Park District Board of Directors recommend adoption of the 2014 proposed CSDA Bylaws Amendments?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

_____ **8.3 Placer County Local Agency Formation Commission (LAFCO) – Ballot for Special District Representative for the Local Agency Formation Commission**

Shall the Auburn Area Recreation & Park District Board of Directors select a candidate for the Special District Representative for the Local Agency Formation Commission?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

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

None.

_____ **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. After you are recognized by the Board Chairperson, please come to the lectern and state your name, and address for the record (optional). There is a time limitation of three minutes.

_____ **13.0 CLOSED SESSION**

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

Title: District Administrator

13.2 Conference with Labor Negotiators (Gov. Code, section 54954.5, subd. (f), 54957.6)

**Agency Designated Representatives: Kahl Muscott, District Administrator;
Joe Fecko, Administration Services Manager**

Employee Organization: IUOE, Stationary Engineers Local 39

_____ **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:

5-23-14
Date

2:10 p.m.
Time

P. Larson
Clerk to the Board

SECTION: 5.0

**ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE
APRIL 24, 2014 MEETING OF THE BOARD OF
DIRECTORS**

DESCRIPTION:

INFORMATION: SEE ATTACHED MINUTES

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

FISCAL IMPACT:

**Auburn Area Recreation and Park District
Minutes**

of the Meeting of the Board of Directors

Thursday, April 24, 2014, 6:00 p.m.

Canyon View Community Center

471 Maidu Drive

Auburn, CA

Board Members

Present:

Chairman Curt Smith
Director Scott Holbrook
Director Jim Gray
Director Jim Ferris
Director Gordon Ainsleigh

Board Members

Absent:

None.

Staff Present:

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

1.0 CALL TO ORDER

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

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A grant check in the amount of \$850.00 was presented from Dave Mausley of Greater Sacramento Softball Association to Sports Coordinator Jerry Fisher for a bat tester.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Dawn Scheyhing, 515 Old Airport Road, Auburn, California gave public comment requesting ARD to consider a gym floor for the Auburn Outlaws roller derby skating group. This issue was referred to staff for consideration from the Board.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the March 27, 2014 Meeting of the Board of Directors

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

Roll Call Vote

4 – 0 – 1 Motion carries.

One abstention, Director Holbrook abstained.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

7.1 Committee Meetings and Related Policies (Policy Committee and Board meeting January 2014)

A motion was made by Director Holbrook and seconded by Director to approve the following:

The following committees which in some cases seldom meet and/or currently are inactive will be dissolved. Party in the Park, Goals and Assessments, Legal Review.

A new policy will be added as follows:

All legal bills submitted by the District's attorney will be reviewed and approved by at least two Board members prior to being paid.

Henceforth, all "standing" Board level committee meetings with ongoing subject matter will be "noticed." ARD currently notices for the Policy Committee, Finance Committee and the Acquisition & Development Committee.

Appropriate action will be taken to reflect the above changes in the District's written policies and procedures.

Legal Review will be added to the items covered at the Policy Committee. Effectively, this will change the name of that committee to the "Program, Personnel, Policy, Fee and Legal Review Committee". Legal review may need to be on the agenda under Closed Session if confidential personnel information is part of the bill.

Roll Call Vote

4 – 1 Motion carries.

Director Smith voted no.

8.0 NEW BUSINESS

8.1 PCWA Canal Easement (Acquisition & Development Committee Meeting)

A motion was made by Director Ferris and seconded by Director Ainsleigh to adopt Resolution Number 2014-05, authorizing the District Administrator to sign as “Noted” an easement between the United States Bureau of Reclamation (USBR) and the Placer County Water Agency (PCWA) to operate and maintain Boardman and Shirland Canals.

Roll Call Vote

5 – 0 Motion carries.

8.2 Friends of ARD Regular Meeting

The Board reviewed the changes to the Bylaws. No action was taken.

8.3 Placer County Local Agency Formation Commission (LAFCO) – Call for Nomination – Special District Representative

No action was taken on this item.

8.4 California Special Districts Association (CSDA) Board of Directors Call for Nominations Seat C

No action was taken on this item.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

Director Gray asked about the status with the Bureau of Reclamation regarding removing the fence at Overlook Park. This will be a discussion item at the May 2014 Acquisition & Development Committee meeting.

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.

13.0 CLOSED SESSION – the Board went into Closed Session at 6:55 p.m.

14.0 OPEN SESSION – Open Session began at 7:21 p.m.

Direction was given to staff regarding union negotiations.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:21 p.m. by Chairman Smith.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR
MARCH, 2014**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$154,758.18

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	3/1/2014
Vendor ID	First	Last	Checkbook ID	UMPQ
Vendor Name	First	Last		UMPQ

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
57017	U0019	US Bank	3/5/2014	UMPQ	PMCHK00002118	\$15,308.78
56978	1099-104	Thomas Seibel	3/7/2014	UMPQ	PMCHK00002117	\$65.00
56979	1099-178	VDR Inc DBA K9 101	3/7/2014	UMPQ	PMCHK00002117	\$367.50
56980	1099-243	Phillip Dallas	3/7/2014	UMPQ	PMCHK00002117	\$390.00
56981	1099-247	Clifford Johnson	3/7/2014	UMPQ	PMCHK00002117	\$182.00
56982	1099-252	Donna Lisa Otto	3/7/2014	UMPQ	PMCHK00002117	\$650.00
56983	1099-278	Daniella Zimmerman	3/7/2014	UMPQ	PMCHK00002117	\$78.00
56984	1099-288	Al Trimarchi	3/7/2014	UMPQ	PMCHK00002117	\$29.25
56985	1099-293	Lorraine M. MacVane	3/7/2014	UMPQ	PMCHK00002117	\$52.00
56986	1099-297	Jason Lee	3/7/2014	UMPQ	PMCHK00002117	\$151.20
56987	1099-5	Daniel Crandall DBA:Current A	3/7/2014	UMPQ	PMCHK00002117	\$96.60
56988	A0014	AT&T	3/7/2014	UMPQ	PMCHK00002117	\$743.96
56989	B0020	BSN Sports, Inc.	3/7/2014	UMPQ	PMCHK00002117	\$156.83
56990	C0061	California Computer Services	3/7/2014	UMPQ	PMCHK00002117	\$300.00
56991	C0072	CIT Technology Fin. Serv., Inc	3/7/2014	UMPQ	PMCHK00002117	\$532.13
56992	C0075	Cintas Corporation	3/7/2014	UMPQ	PMCHK00002117	\$246.53
56993	C0111	CENTRAL VALLEY BROADBAND	3/7/2014	UMPQ	PMCHK00002117	\$189.90
56994	C0113	Cooks Portable Toilets & Septi	3/7/2014	UMPQ	PMCHK00002117	\$698.38
56995	G0027	Giuliani & Kull, Inc.	3/7/2014	UMPQ	PMCHK00002117	\$4,710.00
56996	J0012	Deere Credit, Inc.	3/7/2014	UMPQ	PMCHK00002117	\$990.63
56997	K0011	Kaiser Foundation Health Plan,	3/7/2014	UMPQ	PMCHK00002117	\$19,454.00
56998	M0048	Joanna McNutt	3/7/2014	UMPQ	PMCHK00002117	\$25.00
56999	M0071	Mission Protection Systems Inc	3/7/2014	UMPQ	PMCHK00002117	\$100.00
57000	M0098	Meadow Vista County Water Dist	3/7/2014	UMPQ	PMCHK00002117	\$573.48
57001	N0003	Norris Electric, Inc.	3/7/2014	UMPQ	PMCHK00002117	\$1,434.65
57002	P0005	Placer County Water Agency	3/7/2014	UMPQ	PMCHK00002117	\$1,277.39
57003	P0007	Pacific Gas & Electric Company	3/7/2014	UMPQ	PMCHK00002117	\$1,921.22
57004	P0023	PG&E	3/7/2014	UMPQ	PMCHK00002117	\$114.54
57005	P0072	Sheryl Petersen	3/7/2014	UMPQ	PMCHK00002117	\$70.98
57006	P1001	Principal Life Insurance Co-Gr	3/7/2014	UMPQ	PMCHK00002117	\$2,119.04
57007	S0110	Sierra Sports Service	3/7/2014	UMPQ	PMCHK00002117	\$3,684.00
57008	S0139	Special T's & Sports	3/7/2014	UMPQ	PMCHK00002117	\$82.15
57009	T0058	TELEPACIFIC COMMUNICATIONS	3/7/2014	UMPQ	PMCHK00002117	\$686.52
57010	T1000	Transamerica Life Insurance	3/7/2014	UMPQ	PMCHK00002117	\$400.00
57011	TEMPB	Tricia Berkebile	3/7/2014	UMPQ	PMCHK00002117	\$96.00
57012	TEMPF	Kristy Price	3/7/2014	UMPQ	PMCHK00002117	\$63.70
57013	U0028	U.S. Bank Equipment Finance	3/7/2014	UMPQ	PMCHK00002117	\$383.82
57014	V0007	Verizon Wireless	3/7/2014	UMPQ	PMCHK00002117	\$342.56
57015	V0013	Pam Vann	3/7/2014	UMPQ	PMCHK00002117	\$61.61
57016	X0002	P&G	3/7/2014	UMPQ	PMCHK00002117	\$311.00
57018	F0004	Court-Ordered Debt Collections	3/14/2014	UMPQ	PMCHK00002119	\$83.69
57019	S1007	Stationary Engineers, Local 39	3/14/2014	UMPQ	PMCHK00002119	\$240.30
57020	S1010	State Disbursement Unit	3/14/2014	UMPQ	PMCHK00002119	\$87.50
57021	TEMPB	Charlotte Burness	3/14/2014	UMPQ	PMCHK00002119	\$105.00
57070	R0057	Reserve Account	3/20/2014	UMPQ	PMCHK00002122	\$1,000.00
57022	1099-104	Thomas Seibel	3/21/2014	UMPQ	PMCHK00002120	\$195.00
57023	1099-117	Juan Aceituno	3/21/2014	UMPQ	PMCHK00002120	\$143.00
57024	1099-193	Celena Polena	3/21/2014	UMPQ	PMCHK00002120	\$338.00
57025	1099-203	Susan Thomas	3/21/2014	UMPQ	PMCHK00002120	\$348.40
57026	1099-216	Gerald Harris	3/21/2014	UMPQ	PMCHK00002120	\$331.50
57027	1099-218	Auburn Gymnastics Center	3/21/2014	UMPQ	PMCHK00002120	\$71.50
57028	1099-223	Linda Pietz	3/21/2014	UMPQ	PMCHK00002120	\$286.00
57029	1099-239	Macintosh-Oddo	3/21/2014	UMPQ	PMCHK00002120	\$2,317.25
57030	1099-252	Donna Lisa Otto	3/21/2014	UMPQ	PMCHK00002120	\$40.00
57031	1099-254	Ralph Kendrick	3/21/2014	UMPQ	PMCHK00002120	\$185.00
57032	1099-256	Annette Cowan	3/21/2014	UMPQ	PMCHK00002120	\$78

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
57033	1099-269	Deborah Lynn	3/21/2014	UMPQ	PMCHK00002120	\$39.00
57034	1099-273	Richard A. Del Balso	3/21/2014	UMPQ	PMCHK00002120	\$78.00
57035	1099-277	Foothill Karake Do	3/21/2014	UMPQ	PMCHK00002120	\$136.50
57036	1099-285	Amanda Rogers	3/21/2014	UMPQ	PMCHK00002120	\$182.00
57037	1099-291	Isaac Humber	3/21/2014	UMPQ	PMCHK00002120	\$97.50
57038	1099-296	Ellen Wells	3/21/2014	UMPQ	PMCHK00002120	\$30.00
57039	1099-49	Paula Duffy	3/21/2014	UMPQ	PMCHK00002120	\$793.00
57040	A0001	Recology Auburn Placer	3/21/2014	UMPQ	PMCHK00002120	\$376.09
57041	A0027	Recology Auburn Placer	3/21/2014	UMPQ	PMCHK00002120	\$1,202.77
57043	C0111	CENTRAL VALLEY BROADBAND	3/21/2014	UMPQ	PMCHK00002120	\$129.95
57044	C0113	Cooks Portable Toilets & Septi	3/21/2014	UMPQ	PMCHK00002120	\$900.00
57045	D0025	Dawson Oil Company	3/21/2014	UMPQ	PMCHK00002120	\$1,618.72
57046	D0066	De Lage Landen	3/21/2014	UMPQ	PMCHK00002120	\$562.12
57047	D0077	Dudek	3/21/2014	UMPQ	PMCHK00002120	\$240.00
57048	F0041	Friends of ARD	3/21/2014	UMPQ	PMCHK00002120	\$25.00
57049	G0077	Gold Country Water	3/21/2014	UMPQ	PMCHK00002120	\$174.00
57050	I0018	ITS A GAS	3/21/2014	UMPQ	PMCHK00002120	\$1,150.00
57051	L0027	Pat Larson	3/21/2014	UMPQ	PMCHK00002120	\$43.58
57052	M0019	Kahl Muscott	3/21/2014	UMPQ	PMCHK00002120	\$56.64
57053	M0071	Mission Protection Systems Inc	3/21/2014	UMPQ	PMCHK00002120	\$189.00
57054	N0012	Nevada Irrigation District	3/21/2014	UMPQ	PMCHK00002120	\$4,649.46
57055	P0007	Pacific Gas & Electric Company	3/21/2014	UMPQ	PMCHK00002120	\$10,173.45
57056	R0017	Ridge Golf Course, Inc.	3/21/2014	UMPQ	PMCHK00002120	\$30.00
57057	R0029	Roller King	3/21/2014	UMPQ	PMCHK00002120	\$66.00
57058	R0066	Michael A. Willis	3/21/2014	UMPQ	PMCHK00002120	\$250.00
57059	S0094	Manouch Shirvanioun	3/21/2014	UMPQ	PMCHK00002120	\$69.38
57060	S0110	Sierra Sports Service	3/21/2014	UMPQ	PMCHK00002120	\$4,036.00
57061	S1003	Sutter Medical Foundation	3/21/2014	UMPQ	PMCHK00002120	\$330.00
57062	TEMPB	618 Mikkelsen Drive #11	3/21/2014	UMPQ	PMCHK00002120	\$5.00
57063	TEMPE	Marlena Fajardo	3/21/2014	UMPQ	PMCHK00002120	\$98.00
57064	TEMPE	Margaret Hsu	3/21/2014	UMPQ	PMCHK00002120	\$145.00
57065	TEMPL	Marti Livinghouse	3/21/2014	UMPQ	PMCHK00002120	\$75.00
57066	TEMPE	Bonnie Miller	3/21/2014	UMPQ	PMCHK00002120	\$240.00
57067	V0013	Pam Vann	3/21/2014	UMPQ	PMCHK00002120	\$17.21
57068	X0002	P&G	3/21/2014	UMPQ	PMCHK00002120	\$311.00
57069	A0035	American Red Cross	3/21/2014	UMPQ	PMCHK00002121	\$200.00
57072	A0141	Jeff Allgrove dba Pure Root	3/28/2014	UMPQ	PMCHK00002123	\$500.00
57074	F0004	Court-Ordered Debt Collections	3/28/2014	UMPQ	PMCHK00002123	\$84.41
57075	G0045	Greater Sacramento Softball As	3/28/2014	UMPQ	PMCHK00002123	\$45.00
57076	G0077	Gold Country Water	3/28/2014	UMPQ	PMCHK00002123	\$47.25
57077	K0019	Kronick, Moskovitz, Tiedemann	3/28/2014	UMPQ	PMCHK00002123	\$494.55
57078	L0023	Vincent Garcia Lopez	3/28/2014	UMPQ	PMCHK00002123	\$23.50
57079	N0003	Norris Electric, Inc.	3/28/2014	UMPQ	PMCHK00002123	\$863.08
57080	P0007	Pacific Gas & Electric Company	3/28/2014	UMPQ	PMCHK00002123	\$146.05
57081	P0019	PG & E Bldg & Utilities	3/28/2014	UMPQ	PMCHK00002123	\$1,800.00
57082	P0023	PG&E	3/28/2014	UMPQ	PMCHK00002123	\$114.85
57083	P0072	Sheryl Petersen	3/28/2014	UMPQ	PMCHK00002123	\$37.74
57084	R0068	Recreonics, Inc.	3/28/2014	UMPQ	PMCHK00002123	\$52.85
57085	S1007	Stationary Engineers, Local 39	3/28/2014	UMPQ	PMCHK00002123	\$240.30
57086	S1010	State Disbursement Unit	3/28/2014	UMPQ	PMCHK00002123	\$87.50
57087	TEMPB	Valarie Buckingham	3/28/2014	UMPQ	PMCHK00002123	\$60.00
57091	S0016	Sam's Club	3/31/2014	UMPQ	PMCHK00002124	\$615.93
57092	U0019	US Bank	3/31/2014	UMPQ	PMCHK00002124	\$18,212.67
57093	1099-254	Ralph Kendrick	3/31/2014	UMPQ	PMCHK00002125	\$18.50
57094	1099-256	Annette Cowan	3/31/2014	UMPQ	PMCHK00002125	\$78.00
57095	1099-264	Philip Green	3/31/2014	UMPQ	PMCHK00002125	\$50.00
57096	1099-278	Daniella Zimmerman	3/31/2014	UMPQ	PMCHK00002125	\$130.00
57097	1099-49	Paula Duffy	3/31/2014	UMPQ	PMCHK00002125	\$864.50
57098	A0014	AT&T	3/31/2014	UMPQ	PMCHK00002125	\$739.69
57099	A0134	Advanced Intregrated Pest Mana	3/31/2014	UMPQ	PMCHK00002125	\$660.00
57100	C0075	Cintas Corporation	3/31/2014	UMPQ	PMCHK00002125	\$169.83
57101	L0023	Vincent Garcia Lopez	3/31/2014	UMPQ	PMCHK00002125	\$47.00
57102	L0027	Pat Larson	3/31/2014	UMPQ	PMCHK00002125	\$37.12

System: 5/13/2014 2:24:31 PM
 User Date: 4/30/2014

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 3
 User ID: Veona

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
57103	M0028	Maki Heating & A/C, Inc.	3/31/2014	UMPQ	PMCHK00002125	\$194.00
57104	N0003	Norris Electric, Inc.	3/31/2014	UMPQ	PMCHK00002125	\$224.40
57105	P0007	Pacific Gas & Electric Company	3/31/2014	UMPQ	PMCHK00002125	\$32.45
57106	P0021	Petty Cash	3/31/2014	UMPQ	PMCHK00002125	\$164.30
57107	P0058	Pitney Bowes Credit Corporatio	3/31/2014	UMPQ	PMCHK00002125	\$135.99
57108	R0017	Ridge Golf Course, Inc.	3/31/2014	UMPQ	PMCHK00002125	\$30.00
57109	S0110	Sierra Sports Service	3/31/2014	UMPQ	PMCHK00002125	\$2,418.00
57110	TEMPA	Julie Albright	3/31/2014	UMPQ	PMCHK00002125	\$60.00
57111	V0007	Verizon Wireless	3/31/2014	UMPQ	PMCHK00002125	\$301.61
57120	A0001	Recology Auburn Placer	3/31/2014	UMPQ	PMCHK00002127	\$804.44
57121	D0025	Dawson Oil Company	3/31/2014	UMPQ	PMCHK00002127	\$1,617.72
57122	F0023	Jerry Fisher	3/31/2014	UMPQ	PMCHK00002127	\$13.32
57123	G0002	GSSA	3/31/2014	UMPQ	PMCHK00002127	\$920.16
57124	M0019	Kahl Muscott	3/31/2014	UMPQ	PMCHK00002127	\$68.29
57125	M0048	Joanna McNutt	3/31/2014	UMPQ	PMCHK00002127	\$25.00
57126	M0098	Meadow Vista County Water Dist	3/31/2014	UMPQ	PMCHK00002127	\$270.88
57127	M0099	George Eric Menig DBA Menig We	3/31/2014	UMPQ	PMCHK00002127	\$4,800.00
57128	N0012	Nevada Irrigation District	3/31/2014	UMPQ	PMCHK00002127	\$617.53
57129	P0007	Pacific Gas & Electric Company	3/31/2014	UMPQ	PMCHK00002127	\$18.94
57130	S0016	Sam's Club	3/31/2014	UMPQ	PMCHK00002127	\$308.94
57131	S0094	Manouch Shirvanioun	3/31/2014	UMPQ	PMCHK00002127	\$96.04
57132	S1003	Sutter Medical Foundation	3/31/2014	UMPQ	PMCHK00002127	\$385.00
57133	TEMPA	Alison Allred	3/31/2014	UMPQ	PMCHK00002127	\$5.00
57134	V0013	Pam Vann	3/31/2014	UMPQ	PMCHK00002127	\$22.20
57135	U0019	US Bank	3/31/2014	UMPQ	PMCHK00002128	\$4,960.72
57139	A0027	Recology Auburn Placer	3/31/2014	UMPQ	PMCHK00002130	\$1,202.77
57140	D0008	The Davey Tree Expert	3/31/2014	UMPQ	PMCHK00002130	\$2,700.00
57141	P0005	Placer County Water Agency	3/31/2014	UMPQ	PMCHK00002130	\$2,020.28
57142	P0007	Pacific Gas & Electric Company	3/31/2014	UMPQ	PMCHK00002130	\$8,875.24
57143	D0077	Dudek	3/31/2014	UMPQ	PMCHK00002130	\$1,514.75

Total Checks: 149

Total Amount of Checks: \$154,758.18

SECTION: 5.0

**ITEM: 5.3 REVIEW OF CASH REQUIREMENTS FOR
APRIL, 2014**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$37,224.19

System: 5/13/2014 12:49:56 PM
User Date: 4/30/2014

Auburn Rec & Park
VENDOR CHECK REGISTER REPORT
Payables Management

Page: 1
User ID: Veona

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	4/1/2014
Vendor ID	First	Last	Checkbook ID	UMPQ
Vendor Name	First	Last		UMPQ

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
57112	C0072	CIT Technology Fin. Serv., Inc	4/4/2014	UMPQ	PMCHK00002126	\$532.13
57113	C0111	CENTRAL VALLEY BROADBAND	4/4/2014	UMPQ	PMCHK00002126	\$189.90
57114	C0113	Cooks Portable Toilets & Septi	4/4/2014	UMPQ	PMCHK00002126	\$698.38
57115	K0011	Kaiser Foundation Health Plan,	4/4/2014	UMPQ	PMCHK00002126	\$19,454.00
57116	L0034	Line Side Solar	4/4/2014	UMPQ	PMCHK00002126	\$2,500.00
57117	P1001	Principal Life Insurance Co-Gr	4/4/2014	UMPQ	PMCHK00002126	\$2,119.04
57118	T0058	TELEPACIFIC COMMUNICATIONS	4/4/2014	UMPQ	PMCHK00002126	\$691.35
57119	TEMPS	SFANA	4/4/2014	UMPQ	PMCHK00002126	\$80.00
57136	F0004	Court-Ordered Debt Collections	4/11/2014	UMPQ	PMCHK00002129	\$83.69
57137	S1007	Stationary Engineers, Local 39	4/11/2014	UMPQ	PMCHK00002129	\$240.30
57138	S1010	State Disbursement Unit	4/11/2014	UMPQ	PMCHK00002129	\$87.50
57144	1099-104	Thomas Seibel	4/16/2014	UMPQ	PMCHK00002131	\$162.50
57145	1099-178	VDR Inc DBA K9 101	4/16/2014	UMPQ	PMCHK00002131	\$294.00
57146	1099-193	Celena Polena	4/16/2014	UMPQ	PMCHK00002131	\$312.00
57147	1099-218	Auburn Gymnastics Center	4/16/2014	UMPQ	PMCHK00002131	\$143.00
57148	1099-243	Phillip Dallas	4/16/2014	UMPQ	PMCHK00002131	\$455.00
57149	1099-252	Donna Lisa Otto	4/16/2014	UMPQ	PMCHK00002131	\$617.50
57150	1099-254	Ralph Kendrick	4/16/2014	UMPQ	PMCHK00002131	\$462.00
57151	1099-256	Annette Cowan	4/16/2014	UMPQ	PMCHK00002131	\$78.00
57152	1099-269	Deborah Lynn	4/16/2014	UMPQ	PMCHK00002131	\$117.00
57153	1099-277	Foothill Karake Do	4/16/2014	UMPQ	PMCHK00002131	\$136.50
57154	1099-285	Amanda Rogers	4/16/2014	UMPQ	PMCHK00002131	\$113.75
57155	1099-291	Isaac Humber	4/16/2014	UMPQ	PMCHK00002131	\$156.00
57156	1099-295	Juli Land-Marx / Image Net	4/16/2014	UMPQ	PMCHK00002131	\$1,000.00
57157	1099-49	Paula Duffy	4/16/2014	UMPQ	PMCHK00002131	\$845.00
57158	C0058	City Of Auburn	4/16/2014	UMPQ	PMCHK00002131	\$402.04
57159	C0104	Campana Propane Service	4/16/2014	UMPQ	PMCHK00002131	\$46.00
57160	C0111	CENTRAL VALLEY BROADBAND	4/16/2014	UMPQ	PMCHK00002131	\$129.95
57161	C0113	Cooks Portable Toilets & Septi	4/16/2014	UMPQ	PMCHK00002131	\$900.00
57162	D0066	De Lage Landen	4/16/2014	UMPQ	PMCHK00002131	\$562.12
57163	E0012	Eagle Fence Company, Inc	4/16/2014	UMPQ	PMCHK00002131	\$1,085.00
57164	H0002	Harris Industrial Gases	4/16/2014	UMPQ	PMCHK00002131	\$140.00
57165	J0012	Deere Credit, Inc.	4/16/2014	UMPQ	PMCHK00002131	\$990.63
57166	L0094	Lincoln Equipment Incorporated	4/16/2014	UMPQ	PMCHK00002131	\$72.28
57167	R0066	Michael A. Willis	4/16/2014	UMPQ	PMCHK00002131	\$250.00
57168	S1000	State Of California/DOJ	4/16/2014	UMPQ	PMCHK00002131	\$32.00
57169	TEMPS	Joel Gutierrez	4/16/2014	UMPQ	PMCHK00002131	\$5.00
57170	TEMPS	Sharee Sprouse	4/16/2014	UMPQ	PMCHK00002131	\$60.00
57171	U0028	U.S. Bank Equipment Finance	4/16/2014	UMPQ	PMCHK00002131	\$383.82
57172	1099-294	Martinez, Cynthia	4/18/2014	UMPQ	PMCHK00002132	\$200.00
57173	F0004	Court-Ordered Debt Collections	4/25/2014	UMPQ	PMCHK00002133	\$83.69
57174	S1007	Stationary Engineers, Local 39	4/25/2014	UMPQ	PMCHK00002133	\$225.62
57175	S1010	State Disbursement Unit	4/25/2014	UMPQ	PMCHK00002133	\$87.50

Total Checks: 43

Total Amount of Checks: \$37,224.19

SECTION: 5.0

ITEM: 5.4 REVIEW OF FINANCIALS FOR MARCH 2014

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

STAFF

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

PROFIT & LOSS					
BUDGET 13/14					
<i>Mid-Year Appoved Budget</i>					%
	Mid-Year	%	14-Mar	Of	
	Budget	Of Total	ACTUAL	Line Item	
Operating Revenues	FY 13-14			Budget	
			YTD		
Program Revenue	\$ 701,137	16.9%	\$ 783,424	19.2	
Facility Revenue	\$ 200,966	4.8%	\$ 207,186	5.1	
Misc. Revenue	\$ 23,879	0.6%	\$ 474,615	11.6	
Grants & Donations	\$ 249,153	6.0%	\$ 31,572	0.8	
Interest Income	\$ 36,699	0.9%	\$ 33,903	0.8	
Projects Revenue	\$ 292,941	7.1%	\$ 47,108	1.2	
Tax Revenue	\$ 2,469,924	59.5%	\$ 2,466,792	60.4	
Misc. Revenue	\$ 20,254	0.5%	\$ 36,396	0.9	
Transf in from Cap Const & City Trust	\$ 155,634		0	0.0	
Total Operating Revenue	\$ 4,150,587	100.00	4,080,996	100.00	
Expenditures					
Program Expense	\$ 190,592	4.6%	\$ 211,778	5.5	
Operating & Supplies	\$ 278,794	6.7%	\$ 288,452	7.5	
Utilities Expense	\$ 200,122	4.8%	\$ 215,008	5.6	
Professional Services	\$ 40,967	1.0%	\$ 34,552	0.9	
Building & Grounds Maintenance	\$ 238,878	5.8%	\$ 244,429	6.4	
Property Tax Admin.	\$ 54,103	1.3%	\$ 52,491	1.4	
Wages	\$ 1,452,762	35.2%	\$ 1,477,924	38.5	
Benefits & Payroll Costs	\$ 645,208	15.6%	\$ 635,901	16.6	
Fixed Asset Expense	\$ 111,187	2.7%	\$ 99,521	2.6	
Capital Improvement Projects	\$ 725,943	17.6%	\$ 434,593	11.3	
Debt Services	\$ 143,803	3.5%	\$ 140,843	3.7	
Special Departmental Expenses	\$ -	0.0%	\$ -	0.0	
Project Expenditures	\$ -	0.0%	\$ -	0.0	
Misc Expense (reserve)	\$ 50,000	1.2%		0.0	
Total Expenditures	\$ 4,132,359	100.00	\$ 3,835,492	100.00	
Net Revenue Over Expenditures	\$ 18,228	0.44	\$245,504		
Annual Contingency Reserve (1-2%)	\$ 444,950		\$ 444,950		
Annual Equip Replacement Reserve	\$ 458,531		\$ 658,531		
Future Capital Construction Reserve	\$ 582,329		\$ 602,643		
ADA Reserve	\$ 54,335		\$ 45,032		
TOTAL RESERVES	\$ 1,540,145		\$ 1,751,156		

As Of 3/31/2014
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

	Current YTD
ASSETS	
Current Assets	
Imprest Fund (Petty Cash)	\$580.00
Umpqua Bank	41,310.77
Placer County Treasure-General	2,461,743.38
ADA Reserve Account	50,031.75
Cell Tower Reserves	348,657.50
Placer County Treasurer - City Trust	246,946.39
Cash in Debt Service Fund	119,045.31
Youth Asst. Fund	15,081.65
Atwood Fund	(755.76)
Atwood - Equip Replacement Fund	15,603.66
Arboretum Grant Fund	13,474.41
Shockley Maint Fund	12,810.66
Accounts Receivable	19,561.93
A/R - 501C3 Group	7,520.00
Daycamp Receivables	5,532.45
Prepaid Expenses	19,654.00
Prepaid Liability Expense	15,092.48
Prepaid Workers Compensation Insurance	1,012.49
Total Current Assets	\$3,392,903.07
Fixed Assets	
Fixed Assets: Land	\$1,156,603.12
Fixed Assets: Structures	11,240,960.44
Fixed Assets: Equipment	595,790.83
Fixed Assets: Computer Equipment & Software	115,831.70
Fixed Assets: Vehicles	211,563.58
Fixed Assets: Office Furniture & Rec Equipment	48,123.75
Construction In Progress	122,226.22
Less: Accumulated Depreciation	(7,874,369.73)
Total Fixed Assets	\$5,616,729.91
Total Assets	\$9,009,632.98

Auburn Rec & Park
Balance Sheet
As Of 3/31/2014
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

Current
YTD

LIABILITIES and EQUITY

Current Liabilities

Prepaid Revenue	\$6,679.93
Sales Tax Payable	27.72
Accrued Payroll	56,250.24
Miscellaneous Deductions	14.68
Compensated Absenses	114,697.87

Total Current Liabilities	\$177,670.44
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Long Term Liabilities

Certificates of Participation-Dai Ichi Kangyo	120,000.00
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Total Long Term Liabilities	\$120,000.00
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Total Liabilities	\$297,670.44
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Fund Balances

GFB: Youth Assistance Fund	\$15,081.65
GFB: General Fund Balance	492,711.29
Investments in Fixed Assets	5,616,729.91
Less: Net of Related Debt	(120,000.00)
RFB: Reserved (City Mitigation)	246,946.39
RFB: Annual Equip Replacement Reserv.	608,530.72
RFB: Annual Contingency Reserve	444,950.00
RFB: Reserved for Future Capital Construction	602,642.66
RFB: Arboretum Grant Fund	13,474.41
RFB: Reserved (Atwood)	(755.76)
RFB: Atwood III-Equip Repl Fund	15,603.66
GFB- Cell Tower Reserves	348,657.50
RFB: General Fund (ADA Reserve)	50,031.75
RFB: Shockley Maint Fund	12,810.66
DFB: Designated (Debt Service Fund)	119,045.31

Net Profit/(Loss)	245,502.39
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Total Assets	\$5,616,729.91
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Total Reserved Funds	\$2,222,891.99
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Total Designated Funds	\$119,045.31
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Total Unrestricted Funds	\$753,295.33
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Date: 5/6/2014

Auburn Rec & Park

Page: 3

Balance Sheet

As Of 3/31/2014

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

Current

YTD

Total Liabilities and Equity

\$9,009,632.98

SECTION: 5.0

ITEM: 5.5 REVIEW OF FINANCIALS FOR APRIL 2014

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

STAFF

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

PROFIT & LOSS				
BUDGET 13/14				
<i>Final Budget 2014/2015</i>				%
	Approved	%	April	Of
	Budget	Of Total	ACTUAL	Line Item
Operating Revenues	FY 14-15			Budget
			YTD	
Program Revenue	\$ 759,000	18.2%	\$ 71,734	64.9
Facility Revenue	\$ 140,859	3.4%	\$ 36,120	32.7
Misc. Revenue	\$ 20,200	0.5%	\$ 2,502	2.3
Grants & Donations	\$ 50,750	1.2%	\$ 180	0.2
Interest Income	\$ 35,800	0.9%	\$ 23	0.0
Projects Revenue	\$ 330,900	7.9%	\$ -	0.0
Tax Revenue	\$ 2,495,095	59.8%	\$ -	0.0
Misc. Revenue	\$ 24,000	0.6%	\$ -	0.0
Transf in from Cap Const & City Trust	\$ 314,446		0	0.0
Total Operating Revenue	\$ 4,171,050	100.00	110,559	100.00
Expenditures				
Program Expense	\$ 202,000	4.8%	\$ 3,177	2.3
Operating & Supplies	\$ 313,835	7.5%	\$ 13,131	9.5
Utilities Expense	\$ 219,567	5.3%	\$ (567)	-0.4
Professional Services	\$ 24,850	0.6%	\$ -	0.0
Building & Grounds Maintenance	\$ 234,150	5.6%	\$ 1,297	0.9
Property Tax Admin.	\$ 85,000	2.0%	\$ -	0.0
Wages	\$ 1,564,135	37.5%	\$ 57,691	41.9
Benefits & Payroll Costs	\$ 718,212	17.2%	\$ 59,012	42.9
Fixed Asset Expense	\$ 48,900	1.2%	\$ -	0.0
Capital Improvement Projects	\$ 685,346	16.4%	\$ 2,902	2.1
Debt Services	\$ 15,430	0.4%	\$ 991	0.7
Special Departmental Expenses	\$ -	0.0%	\$ -	0.0
Project Expenditures	\$ -	0.0%	\$ -	0.0
Misc Expense (reserve)	\$ 55,000	1.3%		0.0
Total Expenditures	\$ 4,166,425	100.00	\$ 137,634	100.00
Net Revenue Over Expenditures	\$ 4,625	0.11	(\$27,075)	
Annual Contingency Reserve (1-2%)	\$ 444,950		\$ 444,950	
Annual Equip Replacement Reserve	\$ 458,531		\$ 658,531	
Future Capital Construction Reserve	\$ 582,329		\$ 602,643	
ADA Reserve	\$ 54,335		\$ 45,032	
TOTAL RESERVES	\$ 1,540,145		\$ 1,751,156	

As Of 4/30/2014
 For All Segment1s
 For All Segment2s
 For Segment3 0000 To 9999
 For All Segment4s

	Current YTD
ASSETS	
Current Assets	
Imprest Fund (Petty Cash)	\$580.00
Umpqua Bank	107,901.33
Placer County Treasure-General	2,327,066.44
ADA Reserve Account	50,031.75
Cell Tower Reserves	348,657.50
Placer County Treasurer - City Trust	246,946.39
Cash in Debt Service Fund	119,045.31
Youth Asst. Fund	13,345.95
Atwood Fund	(916.56)
Atwood - Equip Replacement Fund	15,603.66
Arboretum Grant Fund	13,474.41
Shockley Maint Fund	12,810.59
Accounts Receivable	27,558.56
A/R - 501C3 Group	7,520.00
Daycamp Receivables	6,550.45
Prepaid Liability Expense	10,061.64
Total Current Assets	<hr/> \$3,306,237.42
Fixed Assets	
Fixed Assets: Land	\$1,156,603.12
Fixed Assets: Structures	11,240,960.44
Fixed Assets: Equipment	595,790.83
Fixed Assets: Computer Equipment & Software	115,831.70
Fixed Assets: Vehicles	211,563.58
Fixed Assets: Office Furniture & Rec Equipment	48,123.75
Construction In Progress	125,128.26
Less: Accumulated Depreciation	(7,874,369.73)
Total Fixed Assets	<hr/> \$5,619,631.95
Total Assets	<hr/> <hr/> \$8,925,869.37

Balance Sheet

As Of 4/30/2014

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

Current
YTD

LIABILITIES and EQUITY

Current Liabilities

Prepaid Revenue	\$44.00
Sales Tax Payable	27.72
Worker's Comp Payable	3,309.24
Compensated Absenses	114,697.87

Total Current Liabilities

\$118,078.83

Long Term Liabilities

Certificates of Participation-Dai Ichi Kangyo	120,000.00
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Total Long Term Liabilities

\$120,000.00

Total Liabilities

\$238,078.83

Fund Balances

GFB: Youth Assistance Fund	\$13,345.95
GFB: General Fund Balance	740,110.25
Investments in Fixed Assets	5,619,631.95
Less: Net of Related Debt	(120,000.00)
RFB: Reserved (City Mitigation)	246,946.39
RFB: Annual Equip Replacement Reserv.	608,530.72
RFB: Annual Contingency Reserve	444,950.00
RFB: Reserved for Future Capital Construction	602,642.66
RFB: Arboretum Grant Fund	13,474.41
RFB: Reserved (Atwood)	(916.56)
RFB: Atwood III-Equip Repl Fund	15,603.66
GFB- Cell Tower Reserves	348,657.50
RFB: General Fund (ADA Reserve)	50,031.75
RFB: Shockley Maint Fund	12,810.59
DFB: Designated (Debt Service Fund)	119,045.31

Net Profit/(Loss)

(27,074.04)

Total Assets

\$5,619,631.95

Total Reserved Funds

\$2,222,731.12

Total Designated Funds

\$119,045.31

Total Unrestricted Funds

\$726,382.16

Total Liabilities and Equity

\$8,925,869.37

Date: 5/13/2014

Auburn Rec & Park

Page: 3

Balance Sheet

As Of 4/30/2014

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

Current

YTD

SECTION: 6.0

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

INFORMATION:

SEE ATTACHMENTS

District Administrator
Report to the Board of Directors
May, 2014

- We received the final “ok” letter from USBR re: the Railhead Park playground and shade structure projects. Pam has had meetings with the city and ARD staff about the project. We are looking at an October-ish completion.
- Auburn State Recreation Area Superintendent Mike Lynch was recognized as the 2014 ARD Friend of Recreation at the State of the Community Dinner.
- ARD staff completed three Operation and Development Plan Focus Group meetings. Lots of good information came from these meetings, including lots of thoughts and suggestions on improving Overlook Park.
- The pond mucking bags were opened at Ashford and Meadow Vista Parks. In both cases we found that a lot of the muck was still wet. We were able to get the Ashford Park bag and muck cleaned up. We are letting the Meadow Vista Park muck dry before moving it.
- Thank you to the Facilities and Grounds staff for repairing the flag poles at James and Beggs Fields. This is the first time in a long time that they have been able to fly a flag.
- The ADA renovations on the Ashford Park bathroom work began. The project should be completed in June.
- Two Sierra College interns will be spending part of their summer with ARD. This is a 60 hour, unpaid internship that will focus on event planning and programming.
- A new football goalpost was installed at the Regional Park multi-purpose field.

Meetings and Events attended

5/1: O&D Focus Group
5/6: O&D Focus Group
5/6: Rotary
5/7: Obstacle Course Race meeting
5/7: Meeting with bocce ball group
5/9: State of the Community Dinner
5/13: Rotary
5/15: Auburn Chamber mixer
5/19: Union Negotiations
5/19: Finance Committee
5/19: A&D Committee
5/20: Rotary Board meeting
5/20: Conference call re: Bell Rd. status
5/20: Rotary
5/20: Parks Commission meeting re: Ashford Park bathroom remodel funding
5/21: Auburn Chamber Board meeting
5/21: Policy Committee

Meetings and events scheduled to attend

5/27: Randy Spangler re: bike park design
5/27: Rotary
5/28: Michelle Ellis, ARD intern
5/28: Happy Tails Dog Day meeting
5/29: Obstacle Course meeting

5/29: KAHN re: Party in the Park promotion
5/29: Union Negotiations

Administrative Services Manager
Report to the Board of Directors
May, 2014

The auditors began their work on May 20 and plan to be here for three days, with a final day of work on the week of June 1. They plan on having a preliminary audit ready by the end of June and Board presentation in July. So far the audit has proceeded smoothly.

Staff also expects to have union negotiations completed on May 29, the date of what we hope is the final meeting.

The county mitigation funds remain at \$7251. An updated report from the County will be received in June.

Facilities & Grounds Manager
Report to the Board of Directors
May, 2014

Scheduled mowing of all District turf areas
Daily trash & bathroom cleaning (disinfect floors and fixtures, remove trash)
Raking of District Playgrounds and Exercise areas
Cleaning of all BBQ and Picnic areas
Swimming Pool maintenance of Placer Hills and Sierra Pools (cleaning decks, chemical balance, pool cleaning)
Splash Pool Preparation (install pool waterproof coating, fill and add chemicals)
Install new aeration pump/motor Meadow Vista Park
Scheduled weed removal Meadow Vista Arboretum
Tool inventory all Parks and District buildings
Ball field preparation all fields (bolt rip, screen drag, line)
Install bleachers at Christian Valley ball field (wooden bleachers from Beggs Field)
Repair fresh water line under roadway near Day Camp Modular (Recreation Park)
Park aeration (CVCC, Recreation, Overlook)
Install goal post Regional Park soccer field
Open and remove organic material from containment bag at Ashford Park
Replace damaged sod Ashford Park (1,100ft near Play area)
Open containment bag at Meadow Vista Park (to let organic material dry)
Scheduled string trimming all parks
Irrigation repairs all parks (cleaning filters and heads)
Adjusting irrigation clocks for changing conditions (water conservation)
Repair of Flag Poles at Beggs and James Field (install new cables and rollers)

Landscape Architect
Report to the Board of Directors
May, 2014

- **Miscellaneous Items:** Miscellaneous project research, update of project lists, monthly Board report. Miscellaneous project coordination with Larry Gray and Pat Shane. Meeting with various staff to discuss projects and processes.
- **PGE Land Trust Donation Application:** Continued communication with PGE and Stewardship Council. Staff meetings and ongoing communication with Placer Land Trust and Stewardship Council. Coordinated additional Record of Survey work for Bell Road with stewardship Council and surveyor. Multiple staff meetings and discussions. Phone calls with Stewardship Council and PGE. Coordination with surveyor for Bell Road. Work on proposal and grant from Stewardship Council for enhancement project. Meeting with Markus Lang from Dudek to flesh out more detail on the grant proposal and deliverables from the site assessment/needs analysis. Phone conferences with PGE, SC and Placer Land Trust to move forward on Conservation Easement language for Bell Road.
- **Bike Park/Pump Track Project:** Multiple staff meetings. Consultations with Bureau of Reclamation. Wrote RFP (Request for Proposal) to solicit consultant SOQ (Statement of Qualifications) for environmental consultants to conduct CEQA/NEPA for both Bike Park and Operation and Development Plan document. Reviewed proposals and made recommendation for firm to negotiate contract.
- **Railhead Park Playgrounds:** Tracking project with Bureau. Received Bureau approval and now working on final details to drawings, meetings with City for permitting of work, working with Gametime on purchase of shade structure, detailing scope of work to be done in-house and scope of work to be done via public bid.
- **Railhead Park Design:** Same as above for Railhead Park Playground
- **Regional Park Gym Floor:** Coordination with contractor, review of final work. Attended flooring seminar with Larry Gray.
- **Bureau of Reclamation Operation and Development Plan:** Ongoing work on documents. Created CAD exhibits. Multiple staff meetings, phone calls with Bureau contacts, work on outline and draft document. Research regarding CEQA/NEPA process. Held three Focus Group meetings. Ongoing communication with Bureau personnel. Continued research. Review of documents sent by the Bureau regarding fuel load reduction management.
- **Bocce Ball at Recreation Park:** Ongoing design work and meetings with Bocce men's group. Responses to public inquiries. Created preliminary budget based upon current design materials.
- **Bell Road Enhancement Project:** Follow up with Stewardship Council on grant request. See narrative above.
- **Ashford Park Restroom Remodel:** Project under construction, daily site visits and coordination with contractor and maintenance staff.
- **Recreation Park Restroom Remodel:** Beginning site assessment and scope of work to engage design and create bid documents.
- **Overlook Fence Removal:** Created exhibits and did scope of work/cost analysis to remove fencing. Coordination with Bureau regarding approval process requirements.

Customer Service/Marketing Manager
Report to the Board of Directors
May, 2014

“Plan Your Summer With Us”, is our advertising campaign to promote our programs, events and facilities.

Since March two major running events took place at the Overlook Park, Auburn Triathlon and AR50, Sierra Foothills Cycling Club hosted their annual event at the Recreation Park. ARD continues to provide a great venue for these events. More new and repeat events are on the schedule for the rest of this fun and busy season.

Recreation Services Manager
Report to the Board of Directors
May, 2014

- Meetings attended: AAUW Board, SHF
- Continued distribution of the postcards for the Envision Expo.
- Envision Expo is full with 58 Exhibitors/vendors. Expo packets have been sent to all to help with promotions.
- Collected Expo sponsor information for inclusion in the shopping bags that will be distributed to the shoppers. Bags were donated by Humana.
- Sent press release on the Expo to 6 area newspapers.
- Spring Pickle Ball Tournament was the biggest and best ever with 104 participants from Northern California and Nevada.
- Received and distributed the Summer Activity Guide.
- With the coach, created a mini Mermaid option that has 22 swimmers ages 5-8. The regular Mermaid Team has 45 swimmers this summer.
- We have 139 Robalos swimmers enrolled I anticipate we will have at least 11 more signing up by June1.
- Ordered thank you banner for Expo sponsors.
- Interviewed 5 more lifeguards. Hiring pending upon completion of courses.

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

Coming up this Month

May 31	Public Swim Begins Robalos Relay Meet CPR Class Envision Expo	Sierra Pool Sierra Pool Teen Center Regional Park Gym
June 9	Swim Lessons Begin	
June 11	Family Swim/Movie Night “The Great and Powerful Oz”	Recreation Park/Pool

June 20	Party in the Park	Regional Park
June 27	Movie in the Park 21+ “Gravity”	Recreation Park

Youth Services Manager
Report to the Board of Directors
May, 2014

- Completed interviews and hiring for summer seasonal staff. There are five rehires from last summer.
- Completed planning & prep for staff training
- Purchasing for Discovery Club sites and day camp, including summer t-shirts order
- Summer day camp planning and prep – scheduling, parent packets, theme activities, in-house events, Monday Clubs, procedures
- Set-up and reorganizing at day camp modulars, Craft room and Teen Center for summer.
- A big thank you to Larry’s crew for all their help at day camp and the sites.
- Arranged for day camp to be a weekly stop for the library’s bookmobile all summer.

2014/2015 Project List

PROJECT	Est. Cost	Notes	Est. completion date
Ashford Park			
Restroom Remodel	35,000	Under construction. Completion estimated mid-June	Jul-14
Recreation Park			
Lower RR replacement	105,000	Project scheduled for winter 2014/2015	Apr-15
Excess Ball Courts	80,000	Staff working on design and meetings with community group	Nov-14
Play area at community center building	150,000	Project under design by consultant, discussing options	Aug-14
Regional Park			
1/2 Acres Walking Path - In Kind	235,000	DG pathway by Western Care; contractor reports final approvals are imminent	TBD
P Field Improvements	12,500	Project completed.	July, 2014
Field C Lights	12,000	Turn light pole with cranes	Sep-14
Shade Ball court (convert tennis court)	20,000	Gathering data/research on tennis court usage	Oct-14
Shade Room roof replacement	24,000	Project completed	May-14
Canyon View Community Center			
Shade Park - incl Design and CEQA	80,000	In design process and due diligence, SOQ for CEQA/NEPA consultant	Jun-15
Railhead Park			
Shade Structure and Hardscape	121,200	Received Bureau approvals, staff working on next steps to build project	Oct-14
Playground Replacement	61,000	Received Bureau approvals, staff working on next steps to build project	Oct-14
Meadow Vista Park			
Entrance landscape/shade structure	20,000	Project design to start June 2014	Nov-14
Operation and Development Plan			
CEQA/NEPA costs	60,000	Working on draft document. Staff soliciting SOQ from CEQA/NEPA consultant	Mar-15
Fiscal Projects Fiscal Year	1,015,700		
Updated May 13, 2014			

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Apr-14	Craig Thornley	Western States Endurance Run-Sierra Room	\$135.00	\$60.00 Staffing fee \$30.00 Alcohol permit	\$135.00	No		
Apr-14	Krista Greenlee	Auburn Marmalade Synchronized Swim Team-Sierra Room	Internal Resv.	\$100.00 Staffing fee \$30.00 Alcohol permit		Yes		
Apr-14	Jessica Sanchez	Mountain Mom's & Little Folks-Recreation Picnic site	\$90.00	\$30.00	\$90.00	No		
Apr-14	Patrick King	Auburn Moose Lodge-Recreation Picnic sites	\$100.00	\$30.00	\$100.00	No		
Apr-14	Jim Northey	Fundraising for a cancer patient-Recreation Gym	\$290.00	\$120.00	\$290.00	No		
Apr-14	Karen Neal	Cub Scouts-Pack 6 Meadow Vista-Regional Picnic sites & Amphitheater	\$190.00	\$10.00	\$190.00	No		
							\$805.00	\$805.00
May-14	Chris Pekert	Freedom Church-Regional Picnic 1	\$50.00	\$30.00	\$50.00	No		
May-14	Robin Griffiths	Placer Hills Union School-Meadow Vista picnic 1, 2 & 3	\$150.00	\$90.00	\$150.00	No		
May-14	Judy Suter	Western States Trail Foundation-Board Room	\$120.00	\$0.00	\$120.00	No		
May-14	Norm Kendall	Gold Country Amulee Support Group-Regional Picnic 1	\$75.00	\$30.00	\$75.00	No		
May-14	Sunny Hayner	Sierra Foothills VA Clinic-Using the Regional Park walk path	\$0.00	\$30.00	\$0.00	No		
							\$395.00	\$1,200.00

May-14

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
4/25/2014	Skate Park	Graffiti on inside and outside wall to skate park	\$40.00	\$30, paint to cover graffiti
4/30/2014	Regional	Broke drinking fountain on B Field	\$120.00	Repair fountain/pump field
5/14/2014	Regional	Car crashed through landscape	\$20 clean up \$120 to replant	\$150 for new plants if district chooses to replant
5/15/2014	Ashford	Graffiti on restrooms	\$40	\$30 for graffiti remover
			Total Labor	Total Material
			\$340	\$210.00
			Total for Year	Total for Year
			\$1,050	\$2,775.36

Apr-14

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS																				
4/1/2014	Regional Park	Tried to take wire out of light poles on basketball court	\$20.00	Resource cover plates, materials on hand																				
4/1/2014	Bi-Centennial	Graffiti on bridge	\$40.00	\$25, paint to cover graffiti																				
4/10/2014	Skate Park	Graffiti on wall	\$40.00	\$15, paint to cover graffiti																				
<table> <tr> <td>Total</td><td>Total</td><td></td><td></td><td></td></tr> <tr> <td>Labor</td><td>\$100.00</td><td>Material</td><td></td><td>\$40.00</td></tr> <tr> <td>Total for</td><td></td><td>Total for</td><td></td><td></td></tr> <tr> <td>Year</td><td>\$710.00</td><td>Year</td><td></td><td>\$2,565.36</td></tr> </table>					Total	Total				Labor	\$100.00	Material		\$40.00	Total for		Total for			Year	\$710.00	Year		\$2,565.36
Total	Total																							
Labor	\$100.00	Material		\$40.00																				
Total for		Total for																						
Year	\$710.00	Year		\$2,565.36																				

Mar-14

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
3/1/2014	Regional C-Field	Broke exterior light on score booth	\$20.00	\$16.90, new light fixture
3/1/2014	Regional	Picnic table stolen	\$0.00	\$600 to \$1,000
3/2/2014	Regional C Field	Attempt to break into C Field score booth, failed	\$20.00	\$0.00, touch up paint
3/2/2014	Regional C Field	Snapped off spiket next to 3rd base dugout, water running	\$30	\$28.00 Replaced spiket and broken water pipe to spiket
3/4/2014	Ashford Park	Graffiti in men's bathrooms	\$10	\$5.00, graffiti remover
3/9/2014	Regional	Toilet Paper Fixtures taken from shop bathrooms	\$30	\$45, new dispensers
3/11/2014	Centennial Park	Graffiti	\$40	\$25, paint
3/14/2014	Regional Park	Tree Vandalism, one tree cut to ground another tree damaged	\$30	did not replace tree, just dug cut tree out.
			Total Labor	Total Material
			Total for Year	Total for Year
			\$610.00	\$1,119.90
			\$610.00	\$2,525.36

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
2/2/2014	Regional Park	Toilet paper dispenser broken, grafitti	\$30.00	\$55.00, acetone to remove grafitti and two new toilet paper dispensers
2/3/2014	Overlook	Car drove through two grass areas, pieces of car picked up	\$10.00	Possible tree loss, will have to wait and see if it survives
2/13/2014	Meadow Vista	Coyote taken	\$0.00	\$50 to replace
2/14/2014	Regional C-Field	Score Booth, broken in, turbine ripped off roof	\$60	\$125, new turbine for roof, new hasp for door

Total Labor	\$100	Total Material	\$230
Total for Year	\$430	Total for Year	\$1,405.46

Jan-14

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
12/11/2014	Overlook Park	Graffiti, men's bathroom wall	\$20	\$10, paint to cover graffiti
12/11/2014	Regional Park	Broken bubble on play set	\$40	\$800, replacement bubble
12/21/2013	Regional Park	Broke into A & C Field Score Booth	\$20	\$15, replacement hasps
12/25/2013	Regional Park	Broke into C Field score Booth	\$20	\$35.46, new lock set
12/30/2013	Regional Park	Toilet paper dispensers taken	\$20	\$34, two new dispensers
1/2/2014	Winchester	Broke into Soccer Storage Unit		\$13, new lock replacement
1/5/2014	Regional Park	Broke in B Field Score Booth	\$30	\$23, new hinges
1/8/2014	Skate Park	Graffiti, table	\$20	\$15, paint
1/15/2014	Regional Park	Cayote taken from A Field	\$0	\$55, to replace cayote
1/22/2014	Recreation Park	Broke into gated storage area stole gas, cut gas lines on equipment, cut chain link fence for entry	\$160	\$175, chain link fence, gas, gas lines
Total			\$330.00	\$1,175.46

Item 7.1 Cover sheet – Atwood III FY 14/15 Intention to Levy Assessments; Engineer’s Report; Notice of Hearing

Auburn Area Recreation and Park District Acquisition and Development Meeting May 2014;

THE ISSUE

Auburn Area Recreation and Park District Board approval of a Resolution that would declare the Board’s intention to levy the continued assessments for fiscal year 2014-15, preliminary approval of the Engineer’s Report for the Atwood Ranch III Landscaping and Lighting Assessment District, and providing for the notice of a public hearing on June 26, 2014 regarding levying the continued annual assessments for fiscal year 2014-15.

BACKGROUND

In 2004, after gaining property owner ballot support, the benefit assessments were first established to provide funding the installation, maintenance and servicing of landscaping, park and recreation facilities in the Auburn Area Recreation and Park District (Atwood Ranch III).

- Balloting Conducted: November-December 2004
- Ballot Results: 100.0 % of the weighted returned ballots were in support of the proposed assessment
- Board Approval of 1st Year Assessment Levies: Dec. 16, 2004
- Fiscal Year 2005-06 Approved Rate: \$148.62 per single family equivalent benefit unit (SFE)
- Annual CPI: In each subsequent year, the maximum assessment rate increases by the annual change in the Consumer Price Index, not to exceed 5% per year.
- Fiscal Year 2013-14 Approved Rate: \$162.72 per single family equivalent benefit unit (SFE)

The Engineer’s Report establishes the important foundation and justification for the continued collection of the assessments for fiscal year 2014-15. The Engineer’s Report has been reviewed in context with recent court decisions and legal requirements for benefit assessments. SCI has worked with District’s legal counsel to review the Assessment District’s compliance with the recent court decisions such as Silicon Valley Taxpayers Association v. Santa Clara County Open Space Authority, Dahms v. Downtown Pomona Property, Bonander v. Town of Tiburon, and Golden Hill Neighborhood Association v. City of San Diego. Some enhancements and revisions to the Engineer’s Report have been made to ensure the District’s assessments are fully compliant with these decisions and the requirements of Proposition 218. These revisions do not modify the underlying assessment methodology or basis for the assessments.

On June 8, 2009, the 4th Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona (Dahms v. Downtown Pomona Property). On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments, including landscaping maintenance, were directly provided to property in the assessment district. Dahms establishes legal validation for zero or minimal general benefits from

assessments that fund services directly provided within the assessment district and implies greater flexibility for assessments than Silicon Valley Taxpayers Association v. Santa Clara County Open Space Authority (2008). As an integral part of the scope of work, SCI will work with District to review the implications of Dahms and other recent or pending court decisions.

PROPOSED FY 2014-15 BUDGET, SERVICES & IMPROVEMENTS

2 Year Profit/loss history

Summary of revenue and total cost	FY 2013-14	FY 2012-13
Revenue	\$23,269	\$21,252
Costs:		
Services	\$26,857	\$21,349
Incidentals	\$1,682	\$3,563

- Parks maintained:
 - a. Maintenance of a neighborhood park and tot lot and adjacent former “natural turf” area within the development area known as Atwood Ranch III
- Other Services:
 - a. Maintenance of trails in the wetlands preserve area
 - b. Monitoring of 10.69 acres of wetlands preserve area with associated riparian scrub land, seeps, floodplains and drainage areas to a stormwater detention area
 - c. Reporting four times yearly to the Army Corps of Engineers, including biology reports and project management reports

PROPOSED RATE AND CPI HISTORY

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the “CPI”), with a maximum annual adjustment not to exceed 5%. Any change in the CPI in excess of 5% shall be cumulatively reserved as the “Unused CPI” and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 5%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 5% or 2) the change in the CPI plus any Unused CPI as described above.

Based on the preceding annual adjustments, the maximum possible assessment rate for Fiscal Year 2013-14 was \$178.37 per single family equivalent benefit unit. The annual change in the CPI from December 2012 to December 2013 was 2.57%. Therefore, the maximum authorized

assessment rate for Fiscal Year 2014-15 has been increased by 2.57%, from \$178.37 to \$182.96 per single family equivalent benefit unit. However, the estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2014-15 at the rate of \$182.12 per single family equivalent benefit unit, which is less than the maximum authorized assessment rate. The total amount of revenues that would be generated by the assessments in fiscal year 2014-15 at the proposed rate of \$182.12 is approximately \$26,043.

Explanation for increased assessment in 2013/2014

As evidenced in the profit/loss history, ARD's costs to maintain Atwood III increased significantly in FY 2013/2014. This escalation in costs is directly related to the increase in labor costs necessary to maintain the park and preserve. Specifically, ARD experienced higher labor costs due to:

- Increased time eliminating weeds in an effort to keep a fire break along the houses that border the preserve.
- Increased costs in removing invasive Himalayan blackberry bushes in the preserve.
- Increased costs eliminating weeds in the preserve. These weeds have increased in size and quantity due to better fuel load reduction management.
- Increased time removing weeds from the landscape areas
- Increased maintenance time in new landscaped area, cutting lawn
- Weed control in new bark areas
- Removal of invasive tree species

Moreover, excess costs that were covered in prior years by the account balance for the assessment have reduced the fund balance substantially. In an effort to offset these cumulative cost increases and maintain a positive fund balance, the proposed assessment rate for Fiscal Year 2014-15 includes a cost of living increase of \$19.40 per single family equivalent unit in order to maintain the park and preserve areas at a minimum level. In the absence of a rate increase, levels of service would have to be reduced substantially, and reserve funds will continue to be depleted rapidly.

Notification for the hearing on June 26th is done through a public notice in the Auburn Journal.

The following table summarizes the maximum authorized assessment rates and CPI history:

Fiscal Year	Max CPI Allowed	Max Rate allowed
FY 05-06		\$148.620
FY 06-07	1.95%	\$151.518
FY 07-08	3.44%	\$156.730
FY 08-09	3.84%	\$162.749
FY 09-10	0.01%	\$162.765
FY 10-11	2.61%	\$167.013
FY 11-12	1.52%	\$169.552
FY 12-13	2.92%	\$174.503
FY 13-14	2.22%	\$178.377
FY 14-15	2.57%	\$182.961

The following list the revenues and rates for each of the zones over the past six years.

Fiscal Year	Rate / SFE	Annual Revenues
FY 05-06	\$148.62	\$21,252
FY 06-07	\$148.62	\$21,252
FY 07-08	\$148.62	\$21,252
FY 08-09	\$148.62	\$21,252
FY 09-10	\$148.62	\$21,252
FY 10-11	\$148.62	\$21,252
FY 11-12	\$148.62	\$21,252
FY 12-13	\$148.62	\$21,252
FY 13-14	\$162.72	\$23,269
FY 14-15	\$182.12	\$26,043

RECOMMENDATION

The ARD Board of Directors can consider four options for setting a budget for FY 2014/2015:

- 1) Increase the assessment amount from \$162.72 to \$182.12. This assessment amount, which is basically at the maximum allowed, would cover the budgeted costs for ARD to maintain the park and preserve at an acceptable level of service (see information below re: acceptable level of service).
- 2) Decrease the level of service. The estimated amount of labor hours that could be allowed per an assessment amount that did not change from FY 13/14 is 415 hours, from an estimated total of 680 hours in FY 13/14.
- 3) Use money from the beginning fund balance to cover the revenue shortfall. That amount is estimated to be \$6,257.41 at the start of FY 14/15. This amount represents approximately 23% of the estimated costs for FY 14/15.
- 4) Do a combination of two or all three of options 1 – 3 listed above.

The ARD Acquisition and Development Committee recommends Option #1.

Staff recommends Option #1.

To keep the level of service reduction at an acceptable level of service (approximately 600 hours), staff would focus on the following:

- Weed removal/mowing next to houses in the nature preserve. It should be noted that ARD expects to be able to use a tractor with a mower on certain sections of the preserve, saving time on this task.
- Trash removal in the nature preserve
- Repair of fences

- Park/playground area maintenance, including mowing, weed abatement, goose feces abatement and trash pick-up
- Removal of newly introduced non-native plants

Tasks that would not be addressed would include:

- Mowing/weed whacking the preserve
- Removal of existing non-native plants (blackberry; star thistle)

It should be noted that staff would address these items if labor hours were not used on the priority tasks.

It is therefore recommended that the Board approve the Resolution of Intention to Continue Assessments for Fiscal Year 2014-15, Preliminarily Approving Engineer's Report with the staff recommended budget, and Providing for Notice of Hearing on June 26, 2014 for the Atwood Ranch III Landscaping and Lighting Assessment District.

ALTERNATIVES

- 1) Select one of the options listed above (#2 – 4) and approve the Resolution of Intention to Continue Assessments for Fiscal Year 2014-15, Preliminarily Approving Engineer's Report with a modified budget, and Providing for Notice of Hearing on June 26, 2014 for the Atwood Ranch III Landscaping and Lighting Assessment District.

FISCAL IMPACT

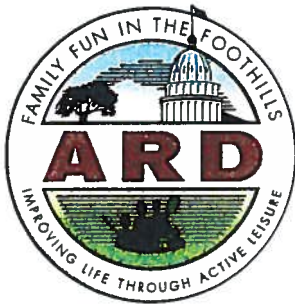
The fiscal impacts are spelled out in budget on page ten of the Engineer's Report.

ATTACHMENTS

Letter sent to Atwood III homeowners & responses from homeowners.

Atwood III Landscape and Lighting Engineer's Report for FY 14/15.

Resolution of intention to levy assessments for FY 14/15, preliminarily approving engineers report and providing for notice of hearing for the Atwood Ranch III Landscape and Lighting Assessment District.



AUBURN AREA RECREATION AND PARK DISTRICT

May 6, 2014

Dear Atwood Ranch III Property Owner,

As you may know, the Auburn Area Recreation and Park District (ARD) maintains the neighborhood park near your home on Vacquero Vista Drive. We hope you agree that having a local park with play equipment for young children and a grassy area for fun really adds to your quality of life. In addition to maintaining this park area, ARD also monitors the adjacent wetland preserve which gives your neighborhood an important drainage and storm water detention area.

You are probably aware that you pay an annual assessment on your property taxes that funds these services and improvements in your neighborhood. Continued rising maintenance costs for the nature preserve and turf area, including mowing and water costs for irrigation, along with rising wetland monitoring costs, have led ARD to consider a few options:

- An increase in the annual assessment. Your current rate is \$162.72 per year. The ARD Board of Directors may consider setting a new rate at a number that cannot exceed \$182.96 per year.
- Reducing the amount of service (labor hours) for the park and preserve. This past year ARD exceeded budgeted labor expenses by \$5,800 in keeping up with service levels.
- A combination of rate increase and a reduction in service.

The ARD Acquisition and Development Committee will consider the rate and/or service levels at their May 19th meeting (4pm at the Canyon View Community Center). The Committee will make a recommendation to the ARD Board of Directors. The ARD Board of Directors will then consider the rate and/or service levels at the May 29, 2014 Board of Directors meeting. Once this proposed rate and/or service level is set, ARD will call for a Public Hearing at the June 26, 2014 Board of Directors meeting to adopt the Engineer's Report and the new rate and/or service level. Both of the Board meetings start at 6pm and take place at the Canyon View Community Center (471 Maidu Dr., Auburn).

If you are unable to attend these meetings, you may contact us directly with comments, ideas and concerns. Please feel free to give us a call at (530) 885-0611 ext. 102 or by email at plarson@auburnrec.com.

We hope that you make full use of your neighborhood park throughout the rest of the year. Do not hesitate to contact us with your ideas and concerns at (530) 885-0611 ext. 102, or by email at plarson@auburnrec.com. For more information, we also invite you to attend our public hearing.

Sincerely,

Kahl Muscott
District Administrator

May 12, 2014

Auburn Area Recreation and Park District
471 Maidu Drive
Auburn, CA 95603-5774

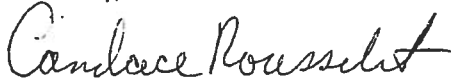
To Whom It May Concern;

I received your letter date May 6, 2014 directed toward the Atwood Ranch III Property Owners related to the annual assessment increase. While I do not object to the increase there are a couple of items that I feel need to be addressed within your jurisdiction. First the grass area within the park is covered with goose deposits which make the area unusable for children or adults. I understand you have no control over the geese however installing signage discouraging feeding the geese would shorten the length of stay and numbers of geese. The Atwood HOA also needs to support reducing human interaction (feeding) of the geese. There are already plenty of examples of nuisance geese in the community without adding the Atwood Ranch subdivision.

My second issue is a similar complaint which is pet waste. Several Atwood HOA newsletters have talked about picking up after pets and residents continue to ignore the situation. There is waste in people's yards and in the wetland areas. This is a Health and Safety issue that affects water quality and is unsightly. I propose that Atwood HOA and Auburn ARD work together on putting up more signage (use pictures & not verbiage) and waste bag dispensers along with providing better information on health ramifications from not picking up the waste. I have attached a recent article that I found informative about pet waste.

Should you wish to discuss these issues I can be reached at (530) 820-3399.

Sincerely,

A handwritten signature in cursive script that reads "Candace Rousselet".

Candace Rousselet

Cc: Atwood Ranch III HOA

The Scoop on Poop: Facts and Fiction About Disposing It

by Bryant, Carol



Pet owners should give a crap about April...literally.

This month kicked off with “International Pooper Scooper Week” on April 1 and will end with a similarly themed weekly *ahem*...celebration: “National Scoop the Poop Week.”

To commemorate both – and that daily ritual for pet parents – we separate the fact from the fiction about disposing pet poop.

Fact

Flushing dog poop down the toilet – without a bag, only the waste – is perhaps the best disposal method, says the U.S. Environmental Protection Agency and the National Resources Defense Council. Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into storm drains, and eventually into local waterbodies.

But cat feces should never be flushed, as it may contain *Toxoplasma gondii*, a parasite that can infect people and animals. Municipal water treatment systems do not always kill this parasite.

Fiction

Leaving dog poop behind is good for the soil. Reality: In order for feces from a carnivorous animal to be used as an effective fertilizer, it has to be fully composted with other materials such as egg shells and grass clippings and allowed to break down over time.

Fact

America's 78.2 million dogs collectively deposit 10 million tons of waste per year, according to waste clean-up service. That's enough to fill some 268,000 tractor trailers.

Fiction

Dog waste cannot harm your health. Reality: Dog feces can carry a host of disease and worms -- including heartworms, whipworms, hookworms, roundworms, tapeworms, parvovirus, giardia, salmonella, and even E. coli. This is why it's imperative to clean it up after Fido does his duty.

Fact

If not flushing (again only bagless dog poop, never cat waste), it's best to use a biodegradable bag and place in the garbage.

Fiction

Bagged poop can be flushed. Reality: It can clog home plumbing and stress sewer systems.

Kahl Muscott

From: Pat Larson
Sent: Monday, May 12, 2014 9:49 AM
To: Kahl Muscott
Subject: msg

Dave Hinshaw called in response to the letter regarding property taxes assessment. His opinion is not to increase the assessment fees and reduce service fees. Possibly the neighbors could do a semi-annual clean up. He personally never uses the park. Please call him at [REDACTED] to discuss further.

5/14/14 LMTc

Kahl Muscott

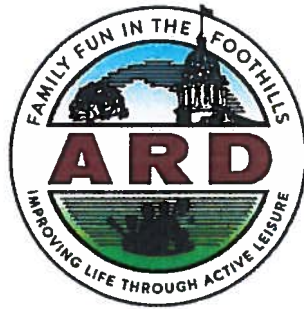
From: Pat Larson
Sent: Friday, May 16, 2014 11:25 AM
To: Kahl Muscott
Subject: FW: Atwood Ranch III

FYI

From: Margaret Platt [mailto:margaret.platt@cityofauburn.com]
Sent: Friday, May 16, 2014 11:18 AM
To: Pat Larson
Subject: Atwood Ranch III

I am writing to inform you that I would be willing to increase the annual assessment to keep the current level of service at the neighborhood park on Vacquero Vista Dr.

Margaret Platt
[Redacted]
Auburn, CA 95603



AUBURN AREA RECREATION & PARK DISTRICT

ATWOOD RANCH III LANDSCAPING AND
LIGHTING ASSESSMENT DISTRICT

ENGINEER'S REPORT - PRELIMINARY

MAY, 2014

PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND
ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

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AUBURN AREA RECREATION AND PARK DISTRICT

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ADMINISTRATIVE SERVICES MANAGER

Joe Fecko

CLERK/SECRETARY OF THE BOARD AND TO THE DISTRICT ADMINISTRATOR

Pat Larson

DISTRICT LEGAL COUNSEL

Constantine C. Baranoff

ENGINEER OF WORK

SCI Consulting Group
Lead Assessment Engineer, John Bliss, M. Eng., P.E.

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INTRODUCTION

ASSESSMENT BACKGROUND

The Auburn Area Recreation and Park District, Atwood Ranch III Landscaping and Lighting Assessment District (the "Assessment District"), was formed by a mailed ballot proceeding in 2004 to provide funding for the maintenance and improvement of the neighborhood park facilities and wetlands preserve areas adjacent to the properties in the Atwood Ranch III subdivision that forms the Assessment District (the "Improvements"). The Atwood Ranch III subdivision is located south of Atwood Road, generally to the northwest of the intersection of Bean Road and Kemper Road. The subdivision will be comprised of 143 single family residences. This Assessment District formation resulted from agreements or conditions of development approval between the Auburn Area Recreation and Park District ("RPD") and the property owner, Morrison Homes, Inc., whereby the RPD and property owner agreed on neighborhood park maintenance to improve the appeal of the community, and maintenance of wetlands preserve areas pursuant to Army Corps of Engineers mandates.

ASSESSMENT PROCESS

In 2004, the Auburn Area Recreation and Park District Board of Directors (the "Board") conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Landscaping and Lighting Act of 1972. During this ballot proceeding, property owners in the Assessment District were mailed a notice and ballot for the proposed Assessment District. A 45-day period was provided for balloting and a public hearing was conducted on December 16, 2004. After the close of the public input portion of the public hearing, all ballots returned within the 45-day balloting period were tabulated.

The tabulation results determined that the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which the ballot was submitted).

As a result, the Board gained the authority to approve the levy of the assessments for fiscal year 2005-06 and to continue to levy them in future years. The initial, maximum assessment rate balloted and established in Fiscal Year 2005-06 was \$148.62 per single family equivalent benefit unit. The levies were submitted to the Placer County Auditor for inclusion on the property tax rolls for fiscal year 2005-06. The assessments may be continued in future years and may be increased in future years by an annual adjustment tied to the Consumer Price Index for the San Francisco Bay Area as of December of each succeeding year, with the maximum annual adjustment not to exceed 5%. Any change in the CPI in excess of 5% shall be cumulatively reserved as the "Unused CPI" and may be used to increase the maximum authorized assessment rate in years in which the CPI is less than 5%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied, adjusted annually by the minimum of 1) 5% or 2) the change in the CPI plus any Unused CPI as described above. Based on the preceding annual

adjustments, the maximum assessment rate for Fiscal Year 2013-14 was \$178.37 per single family equivalent benefit unit. The annual change in the CPI from December 2012 to December 2013 was 2.57%. Therefore, the maximum authorized assessment rate for Fiscal Year 2014-15 has been increased by 2.57%, from \$178.37 to \$182.96 per single family equivalent benefit unit. However, the estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2014-15 at the rate of \$182.12 per single family equivalent benefit unit, which is less than the maximum authorized assessment rate.

ENGINEER'S REPORT AND CONTINUATION OF ASSESSMENTS

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report, budgets and proposed assessments for the upcoming fiscal year. After the Engineer's Report is completed, the Board may preliminarily approve the Engineer's Report and proposed assessments and establish the date for a public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board by Resolution No. 2014-01 adopted on February 27th, 2014.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements and services that would be funded by the proposed 2014-15 assessments, determine the benefits received from the assessments and the method of assessment apportionment to lots and parcels within this area. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act") and Article XIID of the California Constitution (the "Article"). This Report is the detailed Engineer's Report required by the Article and the report required by Section 22565 of the Act.

Following submittal of this Report to the Board for preliminary approval, the Board may, by Resolution, call for the Public Hearing on the continued assessments for park maintenance and improvements. This hearing is scheduled for June 26th, 2014 at 6:00 p.m. After the close of the hearing, the Board may take action to approve the continuation of the assessments for fiscal year 2014-15. If the assessments are so confirmed and approved, the levies will be submitted to the County Auditor/Controller in June 2014 for inclusion on the property tax roll for Fiscal Year 2014-15.

The maintenance of 10.69 acres of wetlands preserve areas was provided by the developer for the first five years after the Assessment District was formed in Fiscal Year 2005-06. Following that time period, the wetlands preserve areas maintenance services were to be provided by the Auburn Area Recreation and Park District. Maintenance of the wetlands preserve areas is now provided by the Auburn Area RPD.

LEGAL ANALYSIS

PROPOSITION 218

This assessment was formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now Article

XIIIC and XIID of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including a property-owner balloting, for the formation and continuation of assessments, and these requirements are satisfied by the process used to establish this assessment.

SILICON VALLEY TAXPAYERS ASSOCIATION, INC. v SANTA CLARA COUNTY OPEN SPACE AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant court case in further legally clarifying the substantive assessment requirements of Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
- The services and/or improvements funded by assessments must be clearly defined
- Special benefits are directly received by and provide a direct advantage to property in the assessment district

DAHMS V. DOWNTOWN POMONA PROPERTY

On June 8, 2009, the 4th Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

BONANDER V. TOWN OF TIBURON

On December 31, 2009, the 1st District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based on in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

BEUTZ V. COUNTY OF RIVERSIDE

On May 26, 2010 the 4th District Court of Appeals issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with

improvements and services was not explicitly calculated, quantified and separated from the special benefits.

GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIIC and XIID of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the benefiting property in the Assessment District enjoys close and unique proximity, access and views to the Improvements; the Improvements serve as an extension of usable land area for benefiting properties in the Assessment District; and such special benefits provide a direct advantage to property in the Assessment District that is not enjoyed by the public at large or other property. In addition, the improvements are directly available to and will directly benefit property in the Assessment District; and the improvements provide a direct advantage to property in the Assessment District that would not be received in absence of the Assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the Services will directly benefit property in the Assessment District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. Moreover, while *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more conservative measure of general benefits.

The Engineer's Report is consistent with *Bonander* because the Assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

PLANS & SPECIFICATIONS

Following is a description of the Services that are provided for the benefit of property in the Assessment District. This Assessment District was created as a condition of development for the corresponding developments. Accordingly, prior to these developments, the level of Service in these areas was effectively zero. The formula below describes the relationship between the final level of improvements, the baseline level of service (pre-development) had the assessment not been instituted, and the enhanced level of improvements funded by the assessment.

Final Level of Service	=	Baseline Level of Service (zero, pre-development)	+	Enhanced Level of Service
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The work and improvements ("Improvements") proposed to be undertaken by the Auburn Area Recreation & Park District and the Atwood Ranch III Landscaping and Lighting Assessment District, (the "Assessment District") and the costs thereof paid from the levy of the annual assessments provide special benefit to Assessor Parcels within the Assessment District as defined in the Method of Assessment herein. Consistent with the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public improvements, including but not limited to, labor, materials, supplies, utilities and equipment, as applicable, for property within the Assessment District that is owned or maintained by the Auburn Area Recreation & Park District. Any plans and specifications for these improvements will be filed with the District Administrator of the Auburn Area Recreation & Park District and are incorporated herein by reference.

As applied herein, "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of any improvement, including repair, removal or replacement of all or any part of any improvement; providing for the life, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current, or energy, gas or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements; or water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

FISCAL YEAR 2014-15 ESTIMATE OF COST AND BUDGET

ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**DESCRIPTION OF IMPROVEMENTS**

Within the Assessment District, the existing and proposed improvements are generally described as maintenance of a neighborhood park and tot lot within the development area known as Atwood Ranch III, as well as trails in the wetlands preserve area; irrigation and turf of a small grass area adjacent to the tot lot; monitoring of 10.69 acres of wetlands preserve area (located within the area currently known as Lots B and C) with associated riparian scrub land, seeps, floodplains and drainage areas to a stormwater detention area; and reporting four times yearly to the Army Corps of Engineers, including biology reports and project management reports.

FIGURE 1 – ESTIMATE OF COST

Auburn Area Recreation and Park District Atwood Ranch III Landscaping & Lighting Assessment District Estimate of Cost 2014-15		
Beginning Fund Balance, June 30, 2014		\$6,257.41
Equipment Replacement Reserve Balance, June 30, 2014		\$15,603.66
Installation, Maintenance & Servicing Costs		
Maintenance Labor (Incl. Roll-Ups)	\$12,175.00	
Water Costs	\$5,157.00	
Park Equipment Replacement	\$0.00	
Park Improvements (turf, irrigation)	\$2,000.00	
Preserve Monitoring	\$5,250.00	
Subtotal		\$24,582.00
Incidental Costs		
County Collection Charges	\$260.43	
Insurance	\$450.00	
Administrative Costs	\$2,150.00	
Subtotal		\$2,860.43
Total Costs		<u>\$27,442.43</u>
Less:		
Contribution from Other Sources for General Benefit		(\$1,399.27)
Total Improvement District Budget (Net Amount to be Assessed)		<u>\$26,043.16</u>
Budget to Assessment		
Total Budget	\$26,043.16	
Total EDU Units	143	
Rate per EDU Unit	<u>\$182.12</u>	

NOTE: The maintenance of 10.69 acres of wetlands preserve areas was provided by the developer for the first five years after the Assessment District was formed. Following that time period, the wetlands preserve area maintenance is to be provided by the Auburn Area RPD.

Beginning in 2012, the Auburn Area RPD, by agreement with the Homeowners' Association, commenced maintenance of additional improvements installed and paid for by the HOA in the former "natural turf" area adjacent to the tot lot, including installation and maintenance of irrigation and turf.

As evidenced in the profit/loss history for the Auburn Area RPD, costs to provide maintenance within the Assessment District increased significantly in Fiscal Year 2013-14. This escalation in costs is directly related to the increase in labor costs necessary to maintain the park and preserve. Specifically, the Auburn Area RPD experienced higher labor costs due to:

- Increased time eliminating weeds in an effort to keep a fire break along the houses that border the preserve.
- Increased costs in removing invasive Himalayan blackberry bushes in the preserve.
- Increased costs eliminating weeds in the preserve. These weeds have increased in size and quantity due to better fuel load reduction management.
- Increased time removing weeds from the landscape areas.
- Increased maintenance time in new landscaped area, mowing turf areas.
- Weed control in new bark areas.
- Removal of invasive tree species.

Moreover, excess costs that were covered in prior years by the account balance for the assessment have reduced the fund balance substantially. In an effort to offset these cumulative cost increases and maintain a positive fund balance, the proposed assessment rate for Fiscal Year 2014-15 includes a cost of living increase of \$19.40 per single family equivalent unit in order to maintain the park and preserve areas at a minimum level. In the absence of a rate increase, levels of service would have to be reduced substantially, and reserve funds will continue to be depleted rapidly.

METHOD OF APPORTIONMENT

METHOD OF APPORTIONMENT

This section of the Engineer's Report includes an explanation of the benefits to be derived from the installation, maintenance and servicing of neighborhood park improvements and wetlands preserve areas; and the methodology used to apportion the total assessment to properties within the Atwood Ranch III Landscaping and Lighting Assessment District.

The Atwood Ranch III Landscaping and Lighting Assessment District consists of all Assessor Parcels within the boundaries as defined by the Assessment Diagram included within this Report and the Assessor Parcel Numbers listed within the included Assessment Roll. The method used for apportioning the assessments is based upon the proportional special benefits to be derived by the properties in the Atwood Ranch III Landscaping and Lighting Assessment District, over and above general benefits conferred on real property or to the public at large. The apportionment of special benefit is a two step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. This benefit is received by property over and above any general benefits. Moreover, such benefit is not based on any one property owner's use of the Assessment District's neighborhood parks or wetlands preserve areas, or a property owner's specific demographic status. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

The following benefit categories summarize the types of special benefit to residential, commercial, industrial and other lots and parcels resulting from the installation, maintenance and servicing of lighting improvements to be provided with the assessment proceeds. These categories of special benefit are derived from the statutes passed by the California Legislature and other studies which describe the types of special benefit received by

property from maintenance and improvements such as those proposed by the Auburn Area Recreation & Park District and the Atwood Ranch III Landscaping and Lighting Assessment District. These types of special benefit are summarized as follows:

- A. **PROXIMITY TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT.**
- B. **ACCESS TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT.**
- C. **IMPROVED VIEWS WITHIN THE ASSESSMENT DISTRICT.**
- D. **EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS.**
- E. **CREATION OF INDIVIDUAL LOTS FOR RESIDENTIAL USE THAT, IN ABSENCE OF THE ASSESSMENTS, WOULD NOT HAVE BEEN CREATED.**

In this case, the recent the SVTA v. SCCOSA decision provides enhanced clarity to the definitions of special benefits to properties in three distinct areas:

- Proximity
- Expanded or improved access
- Views

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).

Proximity, improved access and views, in addition to the other special benefits listed above further strengthen the basis of these assessments.

BENEFIT FACTORS

The special benefits from the Improvements are further detailed below:

PROXIMITY TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT

Only the specific properties within close proximity to the Improvements are included in the Assessment District. Therefore, property in the Assessment District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Assessment District do not share.

In absence of the assessments, the Improvements would not be provided and the park areas in the Assessment District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Assessment District, they provide a direct advantage and special benefit to property in the Assessment District.

ACCESS TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT

Since the parcels in the Assessment District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved park areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Assessment District.

IMPROVED VIEWS WITHIN THE ASSESSMENT DISTRICT

The RPD, by maintaining these park areas, provides improved views to properties in the Assessment District. The properties in the Assessment District enjoy close and unique proximity, access and views of the Improvements; therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Assessment District.

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part because it is cost prohibitive to provide large open land areas on property in the Assessment District, the residential and other benefiting properties in the Assessment District do not have large outdoor areas and green spaces. The park areas within the Assessment District provide additional outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

CREATION OF INDIVIDUAL LOTS FOR RESIDENTIAL USE THAT, IN ABSENCE OF THE ASSESSMENTS, WOULD NOT HAVE BEEN CREATED

Typically, the original owner/developer of the property within the Assessment District agreed to the assessments. As parcels were sold, new owners were informed of the assessments through the title reports, and in some cases, through Department of Real Estate "White Paper" reports that the parcels were subject to assessment. Purchase of property was also an "agreement" to pay the assessment. Moreover, in absence of the assessments, the lots within the Assessment District would not have been created. These lots, and the improvements they support, are a special benefit to the property owners.

GENERAL VERSUS SPECIAL BENEFIT

The proceeds from the Atwood Ranch III Landscaping and Lighting Assessment District would be used to fund improvements and increased levels of maintenance to the amenities adjoining the properties in the Assessment District. In absence of the Atwood Ranch III Landscaping and Lighting Assessment District, such improvements would not be provided and the properties would not be subdivided and improved to the same extent. The Assessment District is specifically proposed to provide additional and improved public resources in the Assessment District. The park improvements provided by the Atwood Ranch III Landscaping and Lighting Assessment District increase recreational opportunities to the homes within the Atwood Ranch III development, providing benefit to the development itself and are deemed to be of special benefit. In absence of the assessments, these public resources would not be created and revenues would not be available for their continued maintenance and improvement. Therefore, the assessments solely provide special benefit to property in the Assessment District over and above the general benefits conferred by the general facilities of the Assessment District.

Although these Improvements may be available to the general public at large, the park area within the Assessment District is specifically designed, located and created to provide additional and improved public resources for property inside the Assessment District, and not the public at large. Other properties that are either outside the Assessment District or within the Assessment District and not assessed, do not enjoy the unique proximity, access, views and other special benefit factors described previously. These Improvements are of special benefit to properties located within the Assessment District because they provide a direct advantage to properties in the Assessment District that would not be provided in absence of the Assessments.

There is no widely-accepted or statutory formula for calculating general benefit. General benefits are benefits from improvements or services that are not special in nature, are not "particular and distinct" and are not "over and above" benefits received by other properties. The SVTA vs. SCCOSA decision provides some clarification by indicating that general benefits provide "an indirect, derivative advantage" and are not necessarily proximate to the improvements.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer's Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer's Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments.

Although the analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments - the funding must come from other sources.

One measure of general benefits from park and recreation Improvements is the percentage of time such park and recreation Improvements are used by individuals who are not residents, employees, customers or property owners in the Assessment District. Field surveys conducted by SCI in many other similar communities in California have found that for similar local parks such as those within the Assessment District, typically 5% of the park users do not live or work within the Assessment District. This is a measure of the general benefits to the public at large.

5%	(General Benefit)
+ 95%	(Special Benefit)
= 100%	(Total Benefit)

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the Auburn Area Recreation and Park District, and Placer County as well as other public agencies. This funding comes in the form of grants, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g., curbs, gutters, streets, drainage systems, etc.). This funding from other sources more than compensates for general benefits, if any, received by the properties within the assessment district. The sum total of this contribution exceeds the 5% minimum needed to offset any general benefit, as noted above.

METHOD OF ASSESSMENT

The second step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Equivalent Dwelling Units (EDU). This EDU methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated an EDU value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Equivalent Dwelling Unit or one EDU.

ASSESSMENT APPORTIONMENT

The proposed assessments for the Atwood Ranch III Landscaping and Lighting Assessment District would provide direct and special benefit to properties in this Assessment District. Atwood Ranch III is a residential single family development project consisting of 143 single family homes. As such, each residential property receives similar benefit from the proposed

improvements. Therefore, the Engineer has determined that the appropriate method of apportionment of the benefits derived by all parcels is on a dwelling unit basis. All improved properties or properties proposed for development are assigned an EDU factor equal to the number of dwelling units developed or planned for the property. The assessments are listed on the Assessment Roll in Appendix A.

APPEALS AND INTERPRETATION

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the District Administrator or his or her designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the District Administrator or his or her designee will promptly review the appeal and any information provided by the property owner. If the District Administrator or his or her designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the District Administrator or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any property owner who disagrees with the decision of the District Administrator or her or his designee, may refer their appeal to the Board of Directors of the Auburn Area Recreation & Park District and the decision of the Board of Directors of the Auburn Area Recreation & Park District shall be final.

ASSESSMENT

WHEREAS, the Board of Directors of the Auburn Area Recreation & Park District, County of Placer, California, by its Resolution No. 2014-01 adopted on February 27th, 2014, ordered the initiation of proceedings for the continuation of the assessments for the Atwood Ranch III Landscaping and Lighting Assessment District for Fiscal Year 2014-15, pursuant to the provisions of the Landscaping and Lighting Act of 1972 and Article XIID of the California Constitution (collectively "the Act");

WHEREAS, said Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Assessment District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Assessment District, to which Resolution and the description of said proposed improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of said Auburn Area Recreation & Park District, hereby make the following assessment to cover the portion of the estimated cost of said improvements, and the costs and expenses incidental thereto to be paid by the Assessment District.

The amount to be paid for said improvements and the expense incidental thereto, to be paid by the Atwood Ranch III Landscaping and Lighting Assessment District for the fiscal year 2014-15, is generally as follows in Figure 2 on the next page.

SUMMARY COST ESTIMATES

**FIGURE 2 - ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT SUMMARY
COST ESTIMATES, FISCAL YEAR 2014-15**

	<i>FY 2014-15 BUDGET</i>
Park Maintenance & Improvements	\$19,332
Preserve Maintenance and Monitoring	\$5,250
Incidental Expenses	\$2,860
TOTAL BUDGET	\$27,442
Less:	
Contribution from Other Sources for General Benefit	(\$1,399)
NET AMOUNT TO ASSESSMENTS	\$26,043

As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of the Atwood Ranch III Landscaping and Lighting Assessment District. The distinctive number of each parcel or lot of land in the said Atwood Ranch III Landscaping and Lighting Assessment District is its Assessor Parcel Number appearing on the Assessment Roll.

And I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within the Atwood Ranch III Landscaping and Lighting Assessment District, in accordance with the special benefits to be received by each parcel or lot from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessments are made upon the parcels or lots of land within the Atwood Ranch III Landscaping and Lighting Assessment District, in proportion to the special benefits to be received by the parcels or lots of land, from said improvements.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 5%. Any change in the CPI in excess of 5% shall

be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 5%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 5% or 2) the change in the CPI plus any Unused CPI as described above.

Property owners in the Assessment District, in an assessment ballot proceeding, approved the initial fiscal year benefit assessment for special benefits to their property including the CPI adjustment schedule, so the assessment may continue to be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

Based on the preceding annual adjustments, the maximum possible assessment rate for Fiscal Year 2013-14 was \$178.37 per single family equivalent benefit unit. The annual change in the CPI from December 2012 to December 2013 was 2.57%. Therefore, the maximum authorized assessment rate for Fiscal Year 2014-15 has been increased by 2.57%, from \$178.37 to \$182.96 per single family equivalent benefit unit. However, the estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2014-15 at the rate of \$182.12 per single family equivalent benefit unit, which is less than the maximum authorized assessment rate.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Placer for the fiscal year 2014-15. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2014-15 for each parcel or lot of land within the said Atwood Ranch III Landscaping and Lighting Assessment District.

Dated: May 23, 2014

Engineer of Work

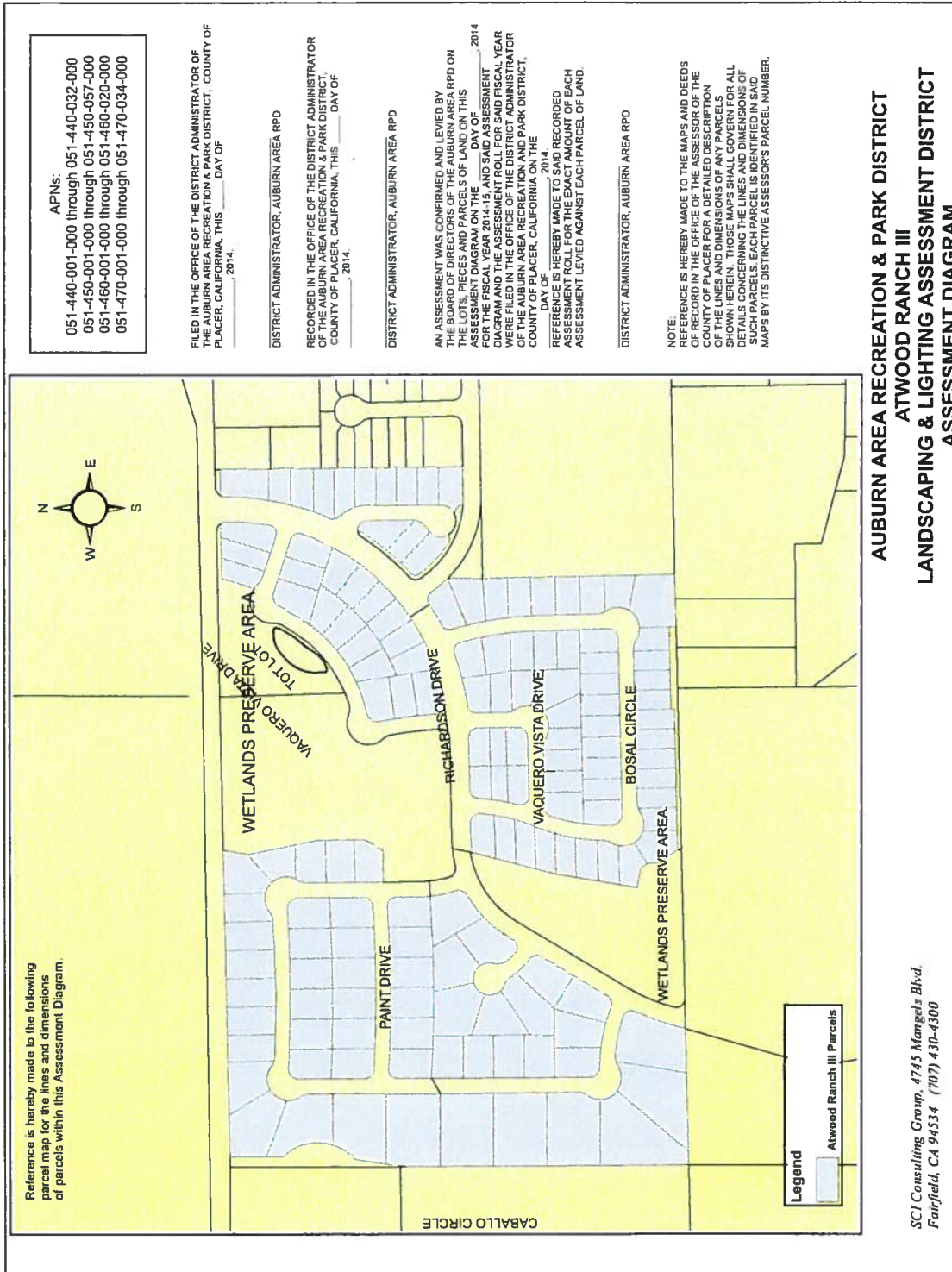
By 

John W. Bliss, License No. C52091



ASSESSMENT DIAGRAM

The boundaries of the Atwood Ranch III Landscaping and Lighting Assessment District are displayed on the following Assessment Diagrams.



APPENDIX A – ASSESSMENT ROLL, FY 2014-15

The Assessment Roll (a listing of all parcels assessed within the Atwood Ranch III Landscaping and Lighting Assessment District, and the amount of the assessments) will be filed with the Clerk of the Board and is, by reference, made part of this report and is available for public inspection during normal office hours.

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.

RESOLUTION NO. 2014-15

**A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS
FOR FISCAL YEAR 2014-15, PRELIMINARILY APPROVING
ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING
FOR THE AUBURN AREA RECREATION AND PARK DISTRICT, ATWOOD RANCH III
LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**

WHEREAS, on January 27th, 2005, by its Resolution No. 2005-01, after receiving a weighted majority of 100% of ballots in support of the proposed assessment, this Board ordered the formation of and levied the first assessment within the Atwood Ranch III Landscaping and Lighting Assessment District of the Auburn Area Recreation and Park District (the "District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof); and

WHEREAS, the first Engineer's Report for Fiscal Year 2005-06 described how the assessment district would be established, determined the uses of the assessment funds, established the methodology by which the assessments would be applied to properties in the District, established that the assessment is subject to an annual adjustment tied to the annual change in the Consumer Price Index for the San Francisco Bay Area, and stated that the assessment would continue year-to-year until terminated by the District Board of Directors; and

WHEREAS, although the methodology by which the assessments are applied to properties in the District does not change from year to year, a new Engineer's Report is prepared each year in order to establish the CPI adjustment for that year; the new maximum authorized assessment rate for that year; the budget for that year; and the amount to be charged to each parcel in the District that year, subject to that year's assessment rate and any changes in the attributes of the properties in the District, including but not limited to use changes, parcel subdivisions, and/or parcel consolidations; and

WHEREAS, by Resolution No. 2014-01, the Board ordered the preparation of an Engineer's Report for the Atwood Ranch III Landscaping and Lighting Assessment District (the "District") for fiscal year 2014-15; and

WHEREAS, pursuant to said Resolution, the Engineer's Report was prepared by SCI Consulting Group, Engineer of Work, in accordance with 22565, *et. seq.*, of the Streets and Highways Code (the "Report") and Article XIID of the California Constitution; The Report has been made, filed with the Clerk of the Board and duly considered by the Board and is hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Auburn Area Recreation and Park District, (the "Board"), State of California, that it is the intention of this Board to continue and to collect assessments within the District for fiscal year 2014-15. It is proposed that Atwood Ranch III Landscaping and Lighting Assessment District undertake the following

improvements: installation, maintenance and servicing of public facilities. Installation will include but not be limited to, playground equipment, irrigation and sprinkler systems, landscaping, turf, park grounds, park facilities, landscape corridors, trails, ponds, wetlands preserve areas, fencing, piers, signage, benches, tables, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, as applicable, for property owned or maintained by the Auburn Area Recreation and Park District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti, and monitoring of wetlands preserve areas. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

BE IT FURTHER RESOLVED that the assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 5%. Any change in the CPI in excess of 5% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 5%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 5%, or 2) the change in the CPI plus any Unused CPI as described above.

BE IT FURTHER RESOLVED that property owners in the Assessment District, in an assessment ballot proceeding, approved the initial fiscal year benefit assessment for special benefits to their property including the CPI adjustment schedule. Therefore, the assessment may be continued annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

BE IT FURTHER RESOLVED that based on the preceding annual adjustments, the maximum possible assessment rate for Fiscal Year 2013-14 was \$178.37 per single family equivalent benefit unit. The annual change in the CPI from December 2012 to December 2013 was 2.57%. Therefore, the maximum authorized assessment rate for Fiscal Year 2014-15 has been increased by 2.57%, from \$178.37 to \$182.96 per single family equivalent benefit unit. However, the estimate of cost and budget in the Engineer's Report proposes assessments for fiscal year 2014-15 at the rate of \$182.12 per single family equivalent benefit unit, which is less than the maximum authorized assessment rate.

BE IT FURTHER RESOLVED, by the Governing Board of the Auburn Area Recreation and Park District that a Public Hearing shall be held on June 26th, 2014 at 6:00 p.m. at Board Room of the District Office, 471 Maidu Drive, Auburn, CA to consider the ordering of the improvements and the continuation of the proposed assessments. Prior to the conclusion of the hearing, any interested person may file a written protest with the Board, or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection. A protest by a property owner shall contain a description sufficient to identify the property owned by

such owner. Such protest or withdrawal of protest should be mailed to Auburn Recreation and Park District, 471 Maidu Drive, Auburn, CA 95603-5723. Notice of the hearing is to be given by publishing a notice once, at least ten (10) days prior to the date of the hearing above specified, in a newspaper circulated in the Auburn Area Recreation and Park District.

DULY AND REGULARLY ADOPTED by the Governing Board of the Auburn Area Recreation and Park District this 29th day of May, 2014 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kahl Muscott
DISTRICT ADMINISTRATOR

Curt Smith
CHAIR, BOARD OF DIRECTORS

Item 7.2 Cover Sheet for 2014/2015 Final Budget

Auburn Area Recreation and Park District Standing Finance Committee, Board of Directors meeting May 2014

The Issue: Shall the Board of Directors approve the Final budget?

Background: As proposed by staff, the final budget reflects an estimated surplus of approximately \$5,000. The following assumptions have been made:

1. 2.5% increase in property tax revenues or approximately \$49,000.
2. Reduction of \$45,000 in rental revenue due to a large renter moving out. (church) and the loss of \$25,000 in Sprint tower rental revenue.
3. \$5000 increase in fuel costs due to projected increases of oil.
4. \$10,000 decrease in maintenance costs at all parks.
5. Increase of \$7000 for additional hours of service for the landscape architect.
6. Increase of \$6000 for uniform allowance for maintenance staff.
7. 20% increase in medical insurance premiums beginning December 1, 2014 or approximately \$15,000 for the four months beginning December 1, 2014 through March 31, 2015.
8. \$50,000 towards the equipment reserve is included in the budget as is \$5000 towards the ADA reserve.
9. Debt service for the Regional gym has been eliminated as the final payment will be made from a reserve account that was set up at Deutsche Landesbank.
10. A negotiated agreement with Local 39 Operating Engineers for a new three year contract will be completed.
11. A 10% increase in workers compensation insurance premiums, approximately \$15,000 increase.
12. A \$5000 increase in overall utility costs.

Recommendation: The finance committee moved the preliminary budget to the Board with a positive recommendation in February. The Board reviewed the preliminary budget in February and recommended for staff to finalize the budget, bring it back to finance and to the board when completed. At the May, 2014 meeting, the Finance committee recommended that the final budget be sent to the Board with a positive recommendation. Staff recommends that the Board of Directors approve this final budget.

Attachments:

1. Resolution Number 2014-07
2. Departmental summary budgets
3. District wide budget summary
4. Five year fiscal projections

**Resolution No. 2014-07
Before the Governing Board of the
Auburn Area Recreation and Park District
County of Placer, State of California**

ADOPTION OF FINAL BUDGET, GENERAL FUND

WHEREAS, hearings have been terminated, during which time all additions and deletions of the proposed final budget for the Fiscal Year 2014-2015 were made and,

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the final budget for the Fiscal Year 2014-2015 is hereby adopted in accordance with the following:

REVENUES

Park & Recreation Services Revenue	
Program Fees	759,000.00
Facility Rentals	140,859.00
Total Park & Rec. Services Revenue	899,859.00
Government Revenues	
Taxes, Governmental Revenue	2,519,095.00
Total Governmental Revenue	2,519,095.00
Other Revenue	
Interest Revenue	35,800.00
Misc. Revenue	20,200.00
Total Other Revenue	56,000.00
Donations	
Donations, Grant, In kind	50,750.00
Total Donation Revenue	50,750.00
TOTAL OPERATING REVENUES	3,525,704.00
Project Revenue	
Misc. Project Revenue	-
Grant Proceeds	-
Contributions/In kind Services Revenue	-
Transfer in from Reserves	314,446.00
Total Project Revenue	314,446.00
Park Dedication Revenue	
City Park Dedication Revenue	156,500.00
County Park Dedication Revenue	174,400.00
Total Park Dedication Revenue	330,900.00
TOTAL PROJECT REVENUES	645,346.00
TOTAL REVENUES	4,171,050.00

EXPENDITURES

Program, Administrative and General Expenditures	
Program Expenditures	202,000.00
Operations & Supplies	313,835.00
Utilities Expense	219,567.00
Professional Expenses	24,850.00
Building & Grounds expense	234,150.00
Property Tax Admin. Fees	55,000.00
Election Cost	30,000.00
Wages & Benefits	2,282,347.00
Lease Purchase Principal	-
Lease Purchase Interest	-
Equipment Lease	15,430.00
Fixed Assets	48,900.00

Total Operating Expenditures	3,426,079.00
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Capital Improvement Projects	
General Fund Capital Improvement Projects	-
ADA reserve projects	-
Future Cap Projects	354,446.00
In-Kind & Other Contribution Projects	-
Total Project Expenditures	354,446.00

Park Dedication Capital Improvement Projects	
City Park Dedication Project Expenditures	156,500.00
County Park Dedication Project Expenditures	174,400.00
Total Park Ded. Project Expenditures	330,900.00

TOTAL EXPENDITURES	<u>4,111,425.00</u>
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TOTAL REVENUE SURPLUS (DEFICIT)	59,625.00
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TO EQUIPMENT RESERVE	50,000.00
TO ADA RESERVE	5000.00
TO CONTINGENCY (acct 2453)	4,625.00
OPERATING BUDGET BALANCE	0

BE IT FURTHER RESOLVED, that the Final Budget is hereby adopted on this 29th day of May 2014, in accordance with the listed attachments which show approved appropriations, revenues and methods of financing, appropriations subject to limitations attached hereto and by reference made a part hereof.

Curt Smith, Chairman
Board of Directors

Kahl Muscott
District Administrator

BUDGET SUMMARY

2014/2015 Final Budget

	2013/2014 year end	% of total	2014/2015 Final Budget	
Operating Revenues				
Program Revenue	\$ 783,424	18.7	759,000	18.2
Facility Revenue	\$ 207,186	4.9	140,859	3.4
Misc. Revenue	\$ 474,615	11.3	20,200	0.48
Donations, Grant Revenue and In Kind	\$ 31,572	0.8	50,750	1.22
Interest Income	\$ 33,903	0.8	35,800	0.9
Projects Revenue	\$ 47,108	1.1	330,900	7.9
Tax Revenue	\$ 2,466,792	58.8	2,495,095	59.8
Transfer in from Cap Construction Fund	\$ 149,082	3.6	314,446	7.5
Misc	\$ -	0.0	24,000	0.6
Total Operating Revenue	\$ 4,193,682	100.00	4,171,050	100.0
Expenditures				
Program Expense	\$ 211,778	5.4%	202,000	4.8
Operating & Supplies	\$ 288,452	7.4%	313,835	7.5
Utilities Expense	\$ 215,008	5.5%	219,567	5.3
Professional Services	\$ 34,552	0.9%	24,850	0.6
Building & Grounds Maintenance	\$ 244,429	6.3%	234,150	5.6
Property Tax Admin.	\$ 52,491	1.3%	85,000	2.0
Wages	\$ 1,477,924	37.9%	1,564,135	37.5
Benefits & Payroll Costs	\$ 635,901	16.3%	718,212	17.2
Fixed Asset Expense	\$ 108,806	2.8%	48,900	1.2
Capital Improvement Projects Mitigation	\$ 305,535	7.8%	685,346	16.4
Capital Improvement Projects General Fund	\$ 129,058	3.3%	-	0.0
Debt Services	\$ 140,843	3.6%	15,430	0.4
Special Departmental Expenses	\$ -	0.0%		0.0
Project Expenditures		0.0%		0.0
Misc Expense		0.0%		0.0
Equipment Reserve	\$ 50,000	1.3%	55,000	1.3
Total Expenditures	\$ 3,894,777	100	4,166,425	100.0
Net Revenue Over Expenditures	298905		4,625	
Annual Equip Replacement Fund	\$ 608,531	(current)	658531	
Future Capital Construction Fund	\$ 602,643	(current)	602643	
Contingency Reserve	\$ 444,950	(current)	444950	
ADA reserve	\$ 79,335	(current)	50032	
TOTAL RESERVES	\$ 1,735,459	(current)	\$ 1,756,156	

2014/2015 Final Budget

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	Final Year end 13/14	PRELIM 14/15	PRELIM 15/16	PRELIM 16/17	PRELIM 17/18	PRELIM 18/19	PRELIM 19/20
Operating Revenues							
Program Revenue	\$ 783,424	759000	781,770	805,223	821,328	837,754	854,509
Facility Revenue	\$ 207,186	140859	143,676	146,550	149,481	152,470	155,520
Misc. Revenue	\$ 474,615	20200	45,402	46,764	48,167	49,130	50,113
Grants, Donations, in kind	\$ 31,572	50750	225,000	50,000	1,263,167	20,000	20,400
Interest Income	\$ 33,903	35800	36,158	37,243	38,360	39,127	39,910
Proj Revenue (and in kind)	\$ 47,108	330900	150,000	-	161,833	60,000	260,000
Tax Revenue	\$ 2,390,337	2450095	2,511,348	2,574,132	2,638,485	2,691,254	2,745,080
Atwood III taxes	\$ 22,362	24000	24,240	22,000	20,190	20,594	21,006
RDA	\$ 54,093	45000	30,000	25,000	25,000	25,500	26,010
Transfer from Reserves	\$ 149,082	314446	111,500	19,900	56500	223,000	50,000
Total Operating Revenue	4,193,682	4,171,050	4,059,094	3,726,811	5,222,510	4,118,830	4,222,547
			97.25	99.47	98.92	100	100.00
Expenditures							
Program Expense	\$ 211,778	202000	206,040	210,161	214,364	218,651	223,024
Operating & Supplies	\$ 288,452	313835	316,973	320,143	326,546	333,077	339,738
Utilities Expense	\$ 215,008	219567	206,763	193,830	184,645	173,338	161,805
Professional Services	\$ 34,552	24850	25,099	25,851	26,627	27,160	27,703
Building & Grounds Maint	\$ 244,429	234150	236,492	238,856	246,022	250,943	255,961
Property Tax Administration	\$ 52,491	85000	55,000	85,000	55,000	85,000	55,000
Wages	\$ 1,477,924	1564135	1,677,842	1,749,762	1,802,255	1,838,300	1,875,066
Benefits & Payroll Costs	\$ 635,901	718212	718,896	742,016	756,856	771,993	787,433
Fixed Asset Expense	\$ 108,806	48900	49,389	49,883	50,382	51,389	52,417
Capital Imp. Projects	\$ 305,535	685346	411,500	69,900	1,481,500	60,000	260,000
Debt Services	\$ 140,843	15430	15,584	15,740	15,898	16,215	16,540
Misc			-	-	-	-	-
General Fund Projects	\$ 129,058	0	-	-	-	223,000	50,000
Contingency (ADA)	\$ -	5000	5,000	5,000	5,000	5,000	5,000
Total Expenditures	3,844,777	4,116,425	3,924,577	3,706,143	5,165,095	4,054,067	4,109,688
EqRes per policy	\$ 50,000	50000	50000	50000	50000	50000	50000
Surplus/(deficit)	298,905	4,625	84,517	(29,332)	7,415	14,764	62,859
			2.08	-0.79	0.14	99.88	99.88

Administration 14-15 budget Revenues

	Actual 13-14	Mid yr Revision 13-14 budget	Final 14-15
Misc. Income -w/c div and other	8,403	16,104	9,000
Misc Income - Liability Ins dividend	8,154	-	4,000
sale of cell tower	348,657	-	0
TOTAL	365,214	16,104	13,000

Donations - Admin	-	-	0
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Interest Income

Interest Revenue - County	29,701	32,914	34,000
Interest Revenue other	1,242	863	0
TOTAL	30,943	33,777	34,000

Other Financing Sources

Transfers fro the Equipment Reserves	-	-	0
TOTAL	-	-	0

Taxes & Gov't Revenues

Current Sec Prop Tax General	2,179,232	2,224,917	2,241,870
Homeowner's Prop. Tax Reduction	23,577	28,148	22,928
Current Unsec Prop Tax General	60,528	57,639	55,882
Suppl. Prop Tax Current	37,385	28,057	37,488
Unitary & Op Non-unitary Tax	88,127	86,142	90,945
Prior Unsec Prop Tax	-	-	0
Timber Tax Guarantee	1	1	0
Prior Supplemental Tax Rev	-	-	0
Prior Secured Prop Taxes	-	-	0
Railroad Unitary Prop Taxes	1,481	1,294	982
RDA Pass - Throughs	54,094	43,726	45,000
Redemptions Gen Taxes	-	-	0
TOTAL	2,444,425	2,469,924	2,495,095

Total Revenues 2,840,582 2,519,805 2,542,095

Expenditures

Operations & Supplies	Actual 13-14	13-14 budget	Final 14-15
Discounts Taken	(245)	-	0
CalCard Incentive	(2,128)	(1,723)	-2,250
Telephone (CVCC) - Admin	4,465	4,389	4,350
Postage - Admin	1,966	1,479	2,150

Bank Service Charges	1,193	1,230	1,200
Office Supplies - Admin	5,069	4,998	4,950
Duplication Costs- Admin	667	1,581	950
Office Equip. Rental- Admin	7,417	6,165	7,400
Office Equip Maint - Admin	-	-	0
Dining Expense	889	919	750
Gas/Mileage Expense	1,017	831	900
General Admin Exp	-	300	300
Liability Insurance	59,436	59,820	64,500
Board Expense	1,302	1,502	1,650
Public Relations/Mktg.	1,088	3,328	0
Dues & Subscriptions	11,041	7,875	11,000
Staff Appreciation	63	-	0
Staff Development	722	1,724	1,650
Uniform Expense	-	-	0
Safety Supplies - Administration	-	-	0
Theft	-	-	0
Small Office Equipment	1,135	876	1,200
Penalties	-	-	0
Finance Charges	54	54	400
TOTAL	95,151	95,348	101,100
		-	
Legal Fees	8,923	12,830	4,500

Professional Services

	Actual 13-14	13-14 budget	Final 14-15
	100	-	0
Professional Services	4,645	6,745	4,750
Accounting/Auditor Fees	10,280	12,580	9,400
Environmental Services	233	-	0
TOTAL	15,258	19,325	14,150

Property Tax/Election Expense

Property Tax Administration	51,023	51,435	52,500
Election Expense	-	-	30,000
LAFCO Fees	1,668	2,668	2,500
TOTAL	52,691	54,103	85,000

Salaries/Wages Expenses

	Actual 13-14	13-14 budget	Final 14-15
Wages - Admin - Full Time	139,741	139,443	141,595

Wages - Admin - Part Time	55,003	53,024	52,640
Wages- Admin - Board Pay	29,950	29,950	38,533
Wages - District Administrator	98,430	96,328	106,708
TOTAL	323,124	318,745	339,476

Benefits & Payroll Costs

ER -Taxes - Admin	24,772	24,891	27,069
Employment Expense - Admin	-	-	1,684
Fingerprinting	-	-	0
Benefits Expense - Admin	46,650	44,509	55,618
Employer Retirement Exp.	46,809	46,195	44,504
Worker's Compensation	3,361	3,329	3,405
TOTAL	121,592	118,924	132,280

Fixed Assets- Equipment

Fixed Assets	1,000	1,000	0
Computer Purchases - Admin.	11,785	11,647	5,000
TOTAL	12,785	12,647	5,000

501 C3 donation	-	-	0
TOTAL	-	-	0

Reserve for future capital construct	-	-	0
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Total Expenditures	629,524	631,922	681,506
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Total Revenues	2,840,582	2,519,805	2,542,095
Total Expenditures	629,524	631,922	681,506
Contingency Fund 1% of total exp.	6,295	6,319	0
Net Gain (Loss)	2,204,763	1,881,564	1,860,589

Aquatics 14-15 budget Revenues

	Mid yr Revision		
	Actual 13-14	13-14 budget	Final 14-15
Adult Aquatic Activities	8,063	6,060	7,000
Adult Aquatic Activities Placer Hills	1,375	1,375	1,350
Master Swim	4,985	5,045	4,000
Stroke & Turn	4,384	3,757	4,000
Public Swim	34,521	30,319	35,500
Public Swim - Placer Hills Pool	4,175	4,175	4,250
Swim Lessons	23,838	23,838	23,000
Swim Lessons - Placer Hills Pool	8,963	8,963	9,000
Swim Team	26,862	26,822	27,000
Synchro Team	8,090	5,605	8,000
Misc Income PH pool	0	0	0
Misc Income	-1,478	1,080	0
Totals	123,778	117,039	123,100
Rents & Concessions			
Sierra/Splash Pool Rental	1,500	1,500	1,250
Placer Hills Pool rental	2,305	1,900	1,750
Totals	3,805	3,400	3,000
Total Revenues	127,583	120,439	126,100

Expenditures

	Mid yr Revision		
	13-14 budget		
Program Expenditures			
Instructors - Aquatics	3,380	3,150	3,500
Adult Aquatic Activities Exp.	2,147	1,577	1,700
Public Swim Expenses	2,715	2,220	2,050
Public Swim Expenses PH	385	385	500
Swim Lessons Expenses	15	15	0
Swim Team Expenses	1,040	1,540	1,150
Synchro Team Expenses	-317	-567	900
Totals	9,365	8,320	9,800
Operations & Supplies			
Telephone - Placer Hills Pool	185	164	90
Gas Mileage	159	146	150
Staff Appreciation- Aquatics	0	0	0
Small Equipment Sierra Pool	252	25	1,550
Small Equipment PH Pool	0	0	0
Staff Development- Aquatics	106	-39	0
Uniform Exp	0	0	0
Totals	702	296	1,790
Utilities			
Gas/Electric - Sierra Pool	29,173	22,554	26,100
Gas/Electric - Placer Hills	5,906	4,898	5,500
Reimbursement - Gas/Electric	-11,329	-12,000	-11,000
Water - Sierra Pool	3,561	6,067	4,750
Water - Placer Hills	404	1,011	600
Totals	27,715	22,530	25,950

Maintenance

Maintenance - Sierra Pool
Reimbursement - Maintenance
Maintenance - Placer Hills pool
Totals

25,823	26,799	26,000
-5,795	-4,780	-6,000
5,436	3,986	5,000
25,464	26,005	25,000

Salaries/Wages Expenses

Wages - Aquatics Coordinator
Wages - Aqua Coord - Placer Hills
Wages - Aquatic Activities
Wages - Public Swim
Wages - Public Swim - PH Pool
Wages - Swim Lessons
Wages - Swim Lessons - PH Pool
Wages - Master Swim
Stroke & Turn
Wages - Coaches (Swim Team)
Wages - Coaches (Synchro)
Totals

Actual 13-14	13-14 budget	Final 14-15
15,692	16,105	20,021
0	0	5,398
2,533	2,318	2,500
38,132	36,621	38,900
6,181	6,354	6,700
5,295	5,465	5,800
2,215	2,275	2,400
3,455	2,261	2,400
0	0	-6,638
6,373	6,532	6,900
3,961	4,093	4,300
83,837	82,024	88,681

Benefits & Payroll Costs

ER -Taxes
Employment Exp- Aquatics
Fingerprinting Exp- Aquatics
Calpers Exp.
Worker's Comp
Totals

10,603	10,148	8,953
2,489	760	1,750
396	396	550
2,625	3,047	2,730
1,419	1,327	1,851
17,532	15,678	15,834

Equipment & Fixed Assets

Fixed Assets - Aquatics
Totals

2,620	4,620	2,500
2,620	4,620	2,500

Total Expenditures	166,092	159,473	169,555
Total Revenues	127,583	120,439	126,100
Total Expenditures	167,235	159,473	169,555
Contingency 2% of expenses	1,791	1,595	0
Net Gain (Loss)	-41,443	-40,629	-43,455

Customer Service 14-15 Budget Revenues

Revenue

Out of Dist Fees
Return Check Fees
Total

Actual 13-14 Budget Revision Final 14-15

10,302	8,185	8,250
220	130	0
10,522	8,315	8,250

Rents & Concessions

Total

0	0	0
0	0	0

Miscellaneous Revenue

Total

0	0	0
0		

Grant Revenue

Total

0	0	0
0	0	0

Total Revenues

10,522 8,315 8,250

Expenditures

Expenditures

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

-1	-1	0
5,077	5,618	5,200
8,862	8,763	8,800
555	390	500
1,000	500	850
2,712	2,709	2,200
5,459	3,847	4,500
11,625	12,081	12,000
0	0	0
765	598	650
15,257	12,721	15,000
145	295	250
21	21	0
169	349	0
0	0	0
298	4,248	500
235	719	250
52,179	52,858	50,700

Prof Services

5,986	7,606	4,200
5,986	7,606	4,200

Wages (F/T)

Wages (P/T)

Total

Actual 13-14	13-14 budget	Final 14-15
65,175	62,675	68,185
38,326	37,315	37,392
103,501	99,990	105,577

ER -Taxes - C.Serv (7.65%)(13.65%)

Employment Expense

Fingerprinting Expense

Benefits Expense

Employer Retirement Exp.

Worker's Compensation

Total

8,830	9,640	9,125
55	0	-978
32	32	0
17,872	18,456	20,372
15,391	14,782	15,236
519	622	567
42,699	43,532	44,322

Total Salaries & Benefits

146,200 143,522 149,899

Fixed Assets- Equipment

Fixed Asset Purchases

Fixed Asset Purchases (computer)

Actual 13-14	13-14 budget	Final 14-15
0	0	0
13,072	13,072	0
13,072	13,072	0

Total Expenditures

217,437 217,058 204,799

0

Total Revenues

Total Expenditures

Contingency Reserve (2% of expens)

Net Gain (Loss)

10,522 8,315 8,250

217,437 217,058 204,799

2,174 2,171 0

-209,089 -210,914 -196,549

Facilities & Grounds
14-15 Budget
Revenues

	Actual 13-14	Mid Yr Revised 13-14 budget	Final 14-15
<i>Fee Waivers- Public</i>	(8,582)	(14,590)	(9,000)
<i>Fee Waiver Offset</i>	9,618	15,540	10,000
<i>Fee Waivers-CVCC Public</i>	(1,046)	(950)	(1,000)
Blue Bird Room - CVCC	1,150	1,650	0
Stella Irving - Rec	0	0	0
Lakeside - Reg	6,151	4,783	4,000
Sierra Room Rental- CVCC	14,480	13,210	8,000
Sunset Room Rental- CVCC	1,950	2,090	600
Canyon View Room Rental-CVCC	4,790	6,195	1,000
Foothills Room Rental- CVCC	5,479	8,066	2,400
Oak Room Rental-CVCC	315	270	0
American River Room	4,600	3,800	4,250
Conference Room Rentals	0	0	0
Board Room Rental - CVCC	2,716	3,416	2,250
Conference Modular - Overlook	8,402	7,686	8,000
Gazebo - Rec	410	410	450
Gym - Rec	1,299	480	500
Gym - Reg	8,019	13,847	15,000
Tutor Totter Lease Agreement	5,184	5,843	4,509
Kitchen - Rec	80	80	0
Kitchen - Reg	0	0	0
Kitchen-CVCC	1,542	2,720	550
Picnic Area - Rec	8,448	7,918	7,900
Picnic Area - Reg	1,590	2,850	1,950
Picnic Area - Ashford	720	720	800
Picnic Area - Meadow Vista	3,485	2,355	2,600
Field - Recreation	5,334	3,684	3,400
Field A - Reg	774	52	0
Field - Softball MV	3,326	2,336	3,000
Field - Christian Valley	1,851	2,150	1,750
Field Soccer/Baseball-Winchester	3,715	2,512	2,350
Field "Beggs" - Rec	5,104	4,678	3,500
Field B - Reg	3,389	3,636	1,900
Field "James" - Rec	13,786	12,639	8,950
Field "Chana" - Reg	4,095	5,159	4,500
Field Soccer - Reg	4,166	5,166	4,000
Field Soccer A- MV	0	0	0
Field Soccer A- Railhead	14,588	10,297	10,000
Field Placer Hills	539	1,039	500
Field Soccer B- MV	760	760	750
Field Soccer B- Railhead	14,762	12,214	10,750
Field "Pee Wee Soccer" Rental - MV	0	0	0
Field Lining Revenue - Reg	0	0	0
Misc Rents & Concessions	26,958	26,385	2,500
Custodial Fees	14,705	14,510	13,750
Set up and Take Down Fees	2,136	1,960	1,500
TOTAL RENTS & CONCESSIONS	200,788	197,566	137,859

Miscellaneous Revenues

Misc Income - F & G	86,118	500	0
Alcohol permit	17,328	1,680	1,100
	240	0	0
Total Misc Revenue	103,686	2,180	1,100

	Actual 13-14	Mid Yr Revised 13-14 budget	Final 14-15
Grants & Donations			
In-Kind Donations	16,200	235,000	40,000
Donations F&G	7,653	6,505	0
TOTAL GRANTS & DONATIONS	23,853	241,505	40,000

Interest Revenue - City Trust	2,958	2,922	1,800
TOTAL Interest Income	2,958	2,922	1,800

Project Revenue - Government

	Actual 13-14	Mid Yr Revised 13-14 budget	Final 14-15
County Mitigation	68,000	183,300	174,400
City Mitigation Revenue	(20,892)	15,504	(206,700)

(17500 is for Ash RR)

Total Project Revenue - Gov	47,108	198,804	(32,300)
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Other Financing Sources

Transfers from Future Capital Constr.	79,686	93,445	314,446
Transfers from Equipment Reserv	0	29,189	0
Transfers from ADA Fund	33,000	33,000	0
City Mitigation Apportionment	72,792	94,137	216,700
Total Project Revenue - Gov	185,478	249,771	531,146

(17500 is for Ash RR)

Taxes & Government Revenue

Atwood III Tax Revenue	22,362	20,254	24,000
Total Taxes & Gov't Revenue	22,362	20,254	24,000

TOTAL REVENUES	586,233	913,002	172,459
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Expenditures

Operations & Supplies	Actual 13-14	Mid Yr Revised	
		13-14 budget	Final 14-15
Telephone - F & G	6,662	7,035	7,050
Office Supplies - F & G	1,080	820	800
Duplication Cost - F & G	0	150	50
Gas/Mileage Expense - Fac & Gr..	27,927	28,222	33,000
Membership & Dues - F & G	72	272	100
Staff Appreciation - F & G	31	31	0
Staff Development - F & G	0	500	0
Safety Supplies - F & G	3,604	2,403	2,400
Restroom Supplies - Rec Park	1,748	1,912	1,200
Restroom Supplies - Reg. Park	1,491	1,831	1,200
Restroom Supplies - Ashford	997	1,121	1,200
Restroom Supplies - M.V. Park	1,044	1,075	1,200
Restroom Supplies - Railhead Park	1,003	1,131	1,200
Restroom Supplies - Overlook Park	937	1,072	1,200
Restroom Supplies - Winchester Park	337	501	600
Restroom Supplies - Rec. Comm Ctr	1,294	1,123	1,200
Restroom Supplies - Reg. Comm. Ctr	1,113	800	1,200
Restroom Supplies - CVCC	1,640	1,900	2,250
Rec Park - Debris Box	9,712	6,677	9,750
Sanitation- Regional Park - Debris	6,548	5,497	9,000
Sanitation- Rec Park- Port. Toilet	3,490	1,540	3,450
RR supplies PH park	193	1,105	0
Sanitation- Regional Park- Port. Toilet	6,149	5,949	5,400
Sanitation- CV - Port. Toilet	0	0	0
Sanitation- Winchester Park- Port. Toilet	5,800	5,350	3,900
Sanitation-Reg ADA portable toilet	3,492	2,097	2,450
Sanitation- MV Park- Debris	4,820	4,938	7,450
Sanitation- CVCC - Debris	3,600	3,793	3,300
Small Tools and Equipment-Rec Park	3,270	5,292	4,500
Small Tools and Equipment-Reg Park	1,239	1,489	4,250
Small Tools and Equipment-MV Park	67	567	2,350
Small Tools and Equipment-CVCC Fac	107	200	1,700
Field Marking Expense	751	768	500
TOTAL OPERATIONS & SUPPLIES	100,218	97,161	113,850

	Actual 13-14	Mid Yr Revised	
		13-14 budget	Final 14-15
Lights- Rec Pk Beggs Field (LL)	3,070	2,259	2,050
Lighting Reimbursements - Beggs Fld.	(2,839)	(2,013)	(2,150)
Lights- Rec Park James Field (LL)	4,247	3,836	4,000
Lighting Reimbursements - James Fld.	(4,371)	(3,352)	(3,600)
Lights- Recreation Field (LL)	1,317	758	750
Lighting Reimbursements - Rec Fld.	(1,191)	(959)	(750)
Gas/Electric - Rec Comm Ctr	25,116	21,713	24,000
Gas/Electric - Reg Comm Ctr	12,671	9,409	12,450
Gas/Elec. - Chr Vly Comm Ctr	1,190	1,213	1,125
Electric Reimbursements - Chr Vly CC	(735)	(421)	0
Gas/Electric - CVCC	21,044	25,136	23,500
Gas/Electric - Recreation Park	9,304	7,158	8,500
Gas/Electric - Reg Park	18,794	18,445	18,000
Lighting Reimbursements - Reg Park	(6,725)	(5,887)	(2,300)
Gas/Electric - Ashford Park	2,717	2,551	2,300
Gas/Elec. - MV Park	6,019	5,733	6,300

Electric - Railhead	3,794	2,922	2,700
Lighting Reimbursements - Railhead	(2,236)	(1,518)	(1,300)
Gas/Electric - Overlook Park	0	0	0
Gas/Electric - Winchester Park	1,351	1,692	1,500
Water - Rec Comm Ctr	4,125	2,783	3,350
Water - Reg Comm Ctr	1,478	1,661	1,700
Water - Chr Vly Comm Ctr	1,652	1,625	1,750
Water - CVCC	3,287	2,221	2,650
Water - Recreation Park	3,908	4,966	3,800
Water - Regional Park	11,587	8,769	11,600
Water - Ashford Park	3,458	3,500	3,500
Water - MV Park	10,488	7,942	9,400
Water - Chr Vly Park	2,889	3,700	3,200
Water - Railhead Park	3,241	3,186	3,250
Water - CVCC (Park)	1,496	3,323	1,800
Water - Overlook	6,446	5,875	4,300
Water - Placer Hills Park	4,631	3,784	4,100
Water - Winchester Park	0	0	0
Water - Atwood	5,158	2,521	3,650
Water - Chana Field	0	100	5,400
Sanitation - Rec Park (Sewer)	7,295	7,955	8,000
Sanitation - Railhead (Sewer)	136	136	250
Sanitation - Regional Park - (Sewer)	12,930	13,000	15,100
Sanitation - Ashford Park (Sewer)	1,406	5,500	1,642
Sanitation - Overlook (Sewer)	575	575	600
Sanitation - CVCC (Sewer)	7,955	7,295	7,500
TOTAL UTILITIES	186,678	179,092	193,617

Professional Services

Mid Yr Revised

Professional Services - Atwood III	3,204	478	1,250
Professional Services	228	228	250
Total Professional Services	3,432	706	1,500

Building & Grounds Maintenance

Mid Yr Revised

District Vehicles Maint - F & G	14,752	14,445	12,500
Equipment Rental - F & G	535	340	350
Maint & Repairs - Equipment	15,079	14,528	13,500
Maint - Recreation Field	1,962	3,824	1,000
Maint - James Field	5,146	9,407	14,100
Maint - Beggs Field	3,191	8,036	4,250
Maint- Rec Park - Irrigation Pump	399	0	1,000
Maint- Reg Park - Irrigation Pump	0	0	1,000
Maint- Ashford Park - Irrigation Pump	0	0	1,000
Maint- MV Park - Irrigation Pump	0	0	1,000
Maint - M.V. Soccer Field	0	0	0
Maint- Winchester Field	0	250	250
Maint - M.V. Tennis Courts	1,274	1,254	1,000
Maint - Recreation Park	21,766	17,206	18,000
Maint - Regional Park	21,446	19,495	15,000
Maint - Ashford Park	7,214	3,704	6,250
Maint - Meadow Vista Park	18,163	14,738	19,650
Maint - Christian Valley Park	2,977	2,079	3,000
Maint - Railhead Park	12,016	6,134	4,000
Maint- CVCC Park	4,613	2,244	2,350
Maint - Overlook Park	4,503	3,553	3,550
Maint - Placer Hills Park	1,155	1,572	4,100
Maint - Pocket Parks	67	304	200
Maint - Mt. Vernon Park	1,442	1,092	950
Maint - Winchester Park	1,017	1,211	1,050
Maint - Atwood III	2,627	3,267	1,750
Maint-Shockley	2,302	4,402	4,000
Maint-Ashley dog park	115	1,015	1,800
Maint - Recreation Comm Ctr	25,921	31,542	29,250
Maint - Regional Comm Ctr	13,189	9,656	11,150
Maint - Christian Valley Comm Ctr	1,250	2,850	1,000
Maint - CVCC	7,114	7,839	6,500
Maint - Overlook Modular	1,227	409	900
Maint - Regional Tennis Courts	881	981	600
Maint - Regional Field Soccer	618	2,225	2,000
Maint - Regional Field A	1,372	1,095	1,500
Maint - Regional Field B	1,347	1,095	1,500
Maint - Regional Field C	4,336	6,220	2,250

Tree Maint Rec Park	6,200	4,500	3,000
Tree Maint Reg	1,955	0	3,000
Tree Maint Ashford	3,005	3,005	2,500
Tree Maint MV park	548	0	5,000
Tree Maint Pocket Parks	0	0	0
Vandalism Repairs Exp.	3,795	4,098	2,250
TOTAL MAINTENANCE	216,519	209,615	207,800

Salaries/Wages Expenses

Mid Yr Revised

Wages - Fac Attend - Rec Park	36,435	35,607	34,456
Wages - Fac Attend - CVCC	26,656	25,186	24,821
Wages - Fac Attend - Reg Park	14,340	11,045	11,536
Wages - Fac Atten - Overlook	0	0	0
Wages - Management	107,606	103,831	116,779
Wages - Rec Park	192,670	193,080	212,783
Wages - Reg Park	116,409	110,559	129,212
Wages - Ashford Park	20,467	17,472	22,826
Wages - Meadow Vista Park	33,287	28,402	31,958
Wages - CV Comm Ctr	4,226	3,703	4,567
Wages - Railhead Park	9,315	8,488	9,132
Wages - CVCC	13,206	11,063	13,691
Wages - Overlook Park	11,856	9,917	9,132
Wages - Placer Hills Park	8,260	7,992	9,132
Wages - Pocket Parks	6,273	4,802	4,567
Wages- Mt. Vernon Park	943	1,069	913
Wages - Winchester Park	4,334	3,214	4,567
Wages - Atwood	9,524	7,995	9,132
Wages - Shockley	1,900	2,908	4,567
Wages - (Proj) - Watering Trees	368	680	0
Wages - (Proj) - Ashford Pond	0	88	0
Wages - (Proj) - MV Restruct Pathway	947	949	0
Wages - (Proj) - Ashford Path of Travel	1,190	1,356	0
Wages - (Proj) - Ashford Landscaping	3,291	3,300	0
Wages - (Proj) - Ashford ADA Playground	473	523	0
Wages - (Proj) - MV Pond	148	150	0
Wages - Uniform Allowance	1,775	1,775	8,000
Wages - (Proj) - Other Projects	180	25,954	4,550
		0	2,480
	626,079	621,108	668,801

Mid Yr Revised

Actual 13-14

13-14 budget

Final 14-15

ER -Taxes - F & G	54,186	58,728	57,712
Employment Expense - F & G	1,535	773	25,775
Fingerprinting Exp. - F & G	176	176	0
Benefits Expense - F & G	126,055	134,760	151,007
Employer Retirement Exp.	93,566	94,818	94,469
Worker's Comp.	50,142	52,431	57,518
TOTAL BENEFITS & PAYROLL COSTS	325,660	341,686	386,481

TOTAL SALARIES, BENEFITS

951,739 962,794 1,055,282

Fixed Assets

Mid Yr Revised

Fixed Asset Purchases - F&G	72,415	78,580	41,400
Computer Purchases	1,079	1,079	0
TOTAL FIXED ASSETS	73,494	79,659	41,400

Lease Purchase Princ/Interest

Mid Yr Revised

Principal/COP - Regional Gym	115,000	115,000	0
Interest - COP Regional Gym	9,763	16,226	0
COP Admin Fee - Regional Gym	654	0	0
Lease Principal - Deere Mower	7,553	6,874	10,214
Interest - Deere Mower	2,353	2,353	1,677
TOTAL LEASE COSTS	135,323	140,453	11,891

Rent

Mid Yr Revised

Fairgrounds Lease	0	0	0
Bureau of Reclamation Lease	0	0	0
Rec Park Lease UPPR	1,739	1,550	1,739
Christian Valley Lease	1,800	1,800	1,800

TOTAL RENT	3,539	3,350	3,539
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Capital improv projects

Mid Yr Revised

CVCC - Roof Repair Proj	8,480	10,000	0
Rec Pk - ADA Signage	70	1,500	0
Rec Gym lightingproject	0	0	0
Rec Park kitchen floor	0	0	0
Rec Pk - Lighting for Gym	0	0	0
Reg Pk - Replace Gutters on Gym	8,965	0	0
Reg Pk - Beggs Safety Netting	14	1,500	0
Ashford - Parking Lot Renovation	53,054	45,000	34,200
MV - Pathway Repairs	27,677	24,000	0
Rec - Bocce Ball Court	0	0	80,000
Rec - Solar at Community Center Bldg.	0	0	150,000
Rec - Lower Restroom Replacement	0	0	105,000
Reg - Soccer Field			12,000
Reg - Field C Lights	0	0	12,000
Reg - Pickle Ball Court (conversion)	0	0	20,000
Reg - Lakeside Room roof replacement	0	0	24,000
CVCC - Bike Park	0	0	80,000
MV - Entrance Landscape/Shade Structure	0	0	20,000
CEQA/NEPA - Operation/Dev Park Plan	0	0	60,000
Railhead - Playground	0	0	21,418
Railhead - shade/hardscape/USBR	0	0	112,928
MV - Resurface/Stripe Pickle Ball Courts	0	0	0
MV - Pond Cleaning Project	18,149	18,149	0
Railhead - Playground	39,784	61,218	0
Railhead - Shade & Hardscape	2,912	115,028	0
Ashford - Path of Travel	35,370	35,500	0
Ashford - ADA Restroom Remodel	53,789	35,000	0
Ashford - ADA Playground	279	63,141	0
Ashford - Landscaping Project	4,710	6,779	0
Bell rd property/cv	88,214	0	0
Reg Pk - Walking Path (24 Acre Expansion)	0	235,000	0
Reg Pk - Multi Purp Field (24 Acre Expansion)	0	12,500	0
Ashford - Pond Cleaning Project	6,850	6,850	0
Total Cap Improvements (General Fund)	348,317	671,165	731,546

Martha Skinner/Sierra Pool Expansion Proj	63,731	54,778	0
Tutor totter roof replacement GF	3,632	0	0
Railhead front of park landscape	0	0	0
Total Capital Improvements (Funded)	67,363	54,778	0

TOTAL CAP IMPROVEMENT	415,680	725,943	731,546
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TOTAL EXPENDITURES	2,086,622	2,398,773	2,360,425
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Total Revenues	586,233	913,002	172,459
Total Expenditures	2,086,622	2,398,773	2,360,425
ADA reserve	20,866	23,988	5,000
Restricted reserve for equip repl	0	0	50,000
Net Gain (Loss)	(1,521,255)	(1,509,759)	(2,242,966)

Recreation Revenues Final Budget

	Actual 13-14	13-14 Revised budget	Final 14-15
Adult Softball	27,452	20,770	25,000
Adult Basketball	12,095	10,585	11,700
Sr. Sports	2,069	1,936	2,000
Adult Volleyball	3,606	2,976	3,500
Pickle Ball	5,039	4,092	5,000
Adult Classes	45,876	42,577	45,000
Adult Classes - Bureau	10,158	8,520	9,000
Youth Basketball	66,903	58,025	65,000
Pee Wee/Short Shots	1,104	1,210	850
T-Ball	1,635	1,635	1,500
Youth Classes	42,892	34,721	40,000
Youth Classes - Bureau	30	30	0
Pre School	32,105	31,120	31,000
Youth Camps	17,397	15,317	16,250
Youth Camps - Bureau	10,685	10,685	9,000
Youth Sports Camp	2,695	3,880	2,750
Youth Sports Camp - Bureau	2,203	2,703	2,750
Rec Equipment Rental	0	0	0
Special Events	15,631	11,115	8,500
Party in the Park	6,277	6,277	5,250
Auburn Community Festival	(15)	3,430	11,500
Total Program Revenues	305,837	271,604	295,550
Misc. Revenue			
Activity Guide-Advertising Rev.	5,515	1,995	2,500
Corporate Sponsorship	0	0	0
TOTAL MISC REVENUE	5,515	1,995	2,500
Grants & Donations			
Youth Assistance Fund - In Dist	7,419	6,103	9,750
Donations - Recreation	1,595	1,545	1,000
Passport Sponsorship	0	0	
TOTAL GRANTS & DONATN	9,014	7,648	10,750
Total Revenues	320,366	281,247	308,800

Expenditures

Program Expenditures	Actual 13-14	13-14 budget	Final 14-15
Instructors - Adult Classes	24,546	23,105	25,500
Inst - A Classes - Bureau	9,904	8,785	7,250
Instructors - Youth Classes	26,471	21,231	24,350
Inst - Y Classes - Bureau	0	0	0
Instructors pre school	20,891	18,884	18,500

Officials - Adult Softball	7,960	8,342	7,950
Officials - Adult Basketball	7,354	3,674	3,950
Officials - Adult Volleyball	780	208	0
Officials - Youth Basketball	17,112	16,104	16,000
Instructors- Youth Camp	9,645	9,235	9,750
Inst - Y Camp - Bureau	8,657	8,657	8,000
Instructors- Youth Sports Camp	300	300	250
Inst - Y Sports Camp - Bureau	0	0	0
Adult Softball Expense	5,043	3,706	3,100
Adult Basketball Expense	194	250	250
Adult Volleyball Expense	201	201	100
Pickle Ball/Tennis	1,542	1,473	1,600
Adult Class Expense	271	55	150
Youth Basketball Expense	14,509	12,308	11,900
Pee Wee/Short Shots	230	0	0
T-Ball	417	417	400
Youth Class Expense	0	0	0
Youth Camp Expense	727	570	400
Youth Sports Camps	0	0	0
Special Events	14,848	8,897	13,000
Party in the Park	8,162	7,024	7,000
Auburn Community Festival Exp	2,000	0	12,500

TOTAL PROGRAM EXP.

181,764

153,426

171,900

Operating Expenditures

Advertising	0	0	0
Telephone	366	419	550
Office Supplies	854	711	800
Duplication Costs	0	0	50
Gas/Mileage	410	280	400
Public relations/marketing	0	2,000	0
Dues & Subscriptions	399	379	300
Staff Appreciation	61	0	0
Company Celebrations	1,127	1,291	1,300
Staff Development	845	170	650
Safety Supplies	316	316	0
Small Rec Equipment	783	783	1,250
Youth Assistance Fund	11,680	9,897	10,500
Activity Guide	21,747	22,531	27,000

TOTAL OPERATING EXP

38,588

38,777

42,800

Salaries/Wages Expenditures

Actual 13-14

13-14 budget

Final 14-15

Professional Services

Professional Services- Web page	140	500	500
Direct Mail Costs	0	0	0

Total Professional Services

140

500

500

Salaries/Wages Expenditures

Wages - Full Time	126,540	125,820	135,121
Wages - Part Time	897	1,196	1,114
Wages - Seasonal	59	339	208
Wages - Adult Softball	3,859	4,262	3,758

Wages - Adult Basketball	2,419	2,259	1,882
Wages - Adult Volleyball	0	0	(428)

Totals	133,774	133,876	141,655
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Benefits & Payroll Expenditures

ER -Taxes	10,973	10,617	11,891
Employment Expense	281	161	1,680
Fingerprinting Expense	84	84	0
Benefits Expense	19,282	18,885	21,972
Calpers Exp.	20,065	19,420	20,090
Worker's Comp	2,503	2,155	2,927
Work Comp volunteers	0	200	200

Totals	53,188	51,522	58,760
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Equipment & Fixed Assets

Fixed Assets - Recreation	0	0	0
Computer Purchases - Rec	0	0	0

Totals	0	0	0
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Total Expenditures	407,454	378,101	415,615
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Total Revenues	320,366	281,247	308,800
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Total Expenditures	407,454	378,101	415,615
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Contingency (1% of expenses)	4,075	3,781	0
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Net Gain (Loss)	(91,163)	(100,635)	(106,815)
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Youth Services 14-15 Budget Revenues

Actual 13-14 **13-14 budget**
Revision **Final 14-15**

Auburn Elem DSC Revenue	66,200	51,889	64,100	
Skyridge DSC Revenue	93,894	84,460	91,000	
CIT Revenue	0	0	0	
Rec Day Camp Rev (School & Summer)	105,215	99,345	102,000	
Newcastle DSC Revenue	76,758	68,485	75,000	
TOTAL	342,067	304,179	332,100	

Rents & Concessions

Rock Creek Modular Rent	3,600	3,600	3,600	
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Miscellaneous Revenue

	0	0	0	
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Grant Revenue

	0	0	0	
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Total Revenues **345,667** **307,779** **335,700**

Program Expenditures

Actual 13-14 **13-14 budget** **Final 14-15**

Auburn Elem - Program Expense	2,268	1,973	2,250	
Skyridge - Program Expense	2,808	2,650	2,900	
CIT Program Expenses	0	0	0	
Rec Day Camp - Program Exp (Sch. & Summer)	13,278	12,899	12,900	
Newcastle - Program Expense	2,704	1,427	2,250	
	21,058	18,949	20,300	

Operations & Supplies

Telephone - Youth Services (Cell phones)	40	176	180	
Office Supplies - Youth Services	111	148	150	
Duplication Costs - Youth Services	50	150	150	
Gas/Mileage Reimbursement Expense	11	61	25	
Public Relations	10	0	0	
Staff Appreciation - Youth Services	0	0	0	
Staff Development - Youth Services	4	25	50	
Small Equipment	236	0	100	
Telephone- Auburn Elem	1,187	1,063	1,125	

Telephone- Skyridge	766	404	675	
Telephone & Elec. - Rec Day Camp Modular	2,872	1,957	2,150	
Telephone - Newcastle	187	161	90	
Professional Services	106	106	150	
TOTAL	5,580	4,251	4,845	

	Actual 13-14	13-14 budget	Final 14-15	
Rep/Maint - Auburn Elem	1,519	644	200	
Rep/Maint - Rock Creek	463	265	200	
Rep/Maint - Skyridge	308	183	100	
Rep/Maint - Rec Day Camp	2,524	2,166	850	
Rep/Maint - Newcastle	4	0	0	
	4,818	3,258	1,350	

	Actual 13-14	13-14 budget	Final 14-15
Salaries/Wages Expenses			
Wages - (Y.Serv) - Manager - Salary	57,169	55,719	62,283
Wages - (Y.Serv) - Aub Elem - PT	37,693	34,770	37,000
Wages - (Y.Serv) - Aub Elem Maint	218	132	246
Wages - (Y.Serv) - Skyridge - PT	36,157	33,553	39,162
Wages - (Y.Serv) - Skyridge Maint	292	161	197
Wages - (Y.Serv) - Rec Day Camp - PT	42,917	42,770	51,780
Wages - (Y.Serv) - Day Camp Maintenanc	451	69	418
Wages- (Y.Serv) - Newcastle - PT	33,702	29,845	32,080
Wages - (Y.Serv) - Newcastle Maint	0	0	(3,221)
TOTAL WAGES	208,599	197,019	219,945

Benefits & Payroll Costs			
ER Taxes (SS/MC/SUTA/ETT)	20,473	22,230	21,702
Employment Exp- Y.S.	784	38	5,525
Fingerprinting Exp - Y.S.	735	554	800
Benefits Expense - Y.S.	21,972	21,899	24,621
Employer Retirement Exp. YS	26,311	25,885	23,208
Worker's Compensation - Y.S.	3,514	3,260	4,679

TOTAL BENEFITS	73,789	73,866	80,535
<i>Total Salaries & Benefits</i>	282,388	270,885	300,480

Lease Purchase- Principal	Actual 13-14	13-14 budget	Final 14-15
	0	0	0

Lease Purchase- Interest	0	0	0
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Fixed Assets- Equipment	Actual 13-14	13-14 budget	Final 14-15
Fixed Asset Purchases	0	0	0
Fixed Asset Purchases (computer)	1,051	1,189	0
	1,051	1,189	0

Capital Improvement			
		0	

<i>Total Expenditures</i>	314,895	298,532	326,975
Total Revenues	345,667	307,779	335,700
Total Expenditures	314,895	298,532	326,975
Contingency Reserve (1% of expens)	0	0	0
Net Gain (Loss)	30,772	9,247	8,725

Debbies #'s

56,000
84,000
0
100,000
68,000
308,000
0

3,600
3,600

0
0

311,600

2,200
2,800
0
13,000
2,500
20,500
0

175
150
0
100
500
0
50
100
800

500
2,200
200
150
4,925

500
300
500
2,000
100
3,400

Item 7.3 Cover Sheet for Solar Project

Auburn Area Recreation and Park District Acquisition & Development Committee meeting,
Board of Directors Meeting, May, 2014

The Issue: Shall the Auburn Area Recreation and Park District Board of Directors provide direction regarding the design and related costs for the solar project at Recreation Park?

Background: In February of 2014, the Board of Directors approved the initial phase of the solar project at Recreation Park to go forward. This entailed hiring a solar engineering firm to design an optimal system for the District. LineSide Solar from San Diego was chosen by staff to do this phase of the project. LineSide has completed their studies and have provided staff with two viable options that are being presented to the Committee as well as the Board. (The estimated cost and project budget when approved was \$150,000, including engineering.)

Option A is composed of 190 U.S. made solar panels (300 watts each) that would be placed on the Recreation Park Gymnasium roof as well as the roof of the lifeguard building next to Sierra Pool. From a power generation perspective this option is the most advantageous, reducing the annual PG&E bill by an estimated \$20,000 per year. However, this option is the costliest to install at \$202,650, with a longer payback period of 10.1 years. This option would save the District \$831,000 over the warranted life of the panels (25 years).

Option B is composed of 156 U.S. made solar panels (300 watts each) that would be placed only on the Recreation Park Gymnasium roof. This option would save an estimated \$16,000 in PG&E bills annually and has a 9.8 year payback, with an installation cost of \$158,175. This option would save the District \$682,000 over the warranted life of the panels (25 Years).

The initial costs of both systems are engineering estimates and LineSide Solar is of the opinion that the actual bids for installation will come in 10-20% lower.

Recommendation: The Acquisition and Development Committee sent this item to the Board with a split vote, with one board member recommending option A and the other Option B. Staff recommends that the Board approve Option A.

and will result in much higher returns during the estimated 15-20 year remaining life of the panels after the payback period has been reached. This will especially be the case if the initial costs do actually come in 10-20% lower than estimated. When the item was approved by the board, the estimate we had at the time was \$140,000, plus engineering of \$10,000. If we choose option B, we would be \$18,000 above the original budgeted project cost. Choosing Option A would result in the cost being \$62,650 over the originally budgeted project cost. Either options cost differential would be funded from the reserve set up for the sale of the cell tower site. Option A would leave \$146,000 in the reserve. Option B would leave \$191,000 in the reserve.

Alternatives:

1. Select Option B
2. Do not move forward with the project

Fiscal Impact:

\$158,000 plus \$10,000 in engineering costs for Option B, or \$203,000 plus \$10,000 in engineering costs for option B. Either option will be funded from the reserve created by the sale of the cell tower lease (\$350,000).

Attachments:

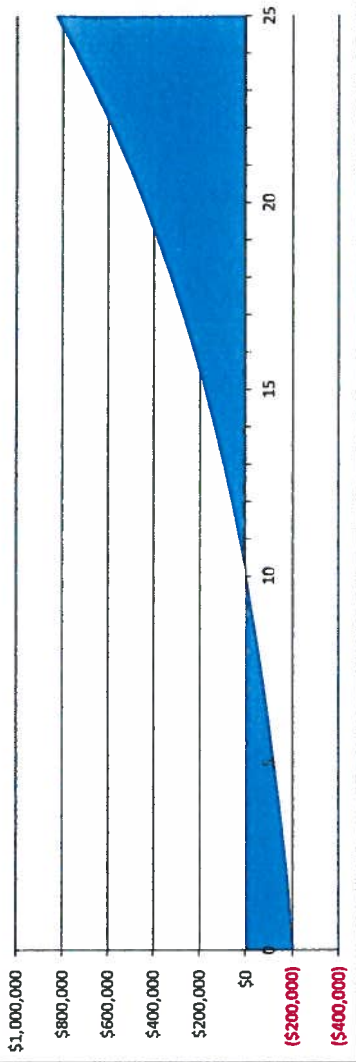
LineSide Engineering System Advisor Model report for Option A and Option B
Cumulative cash flow chart
Warranty for both systems.
Copy of email.

Line Side Solar

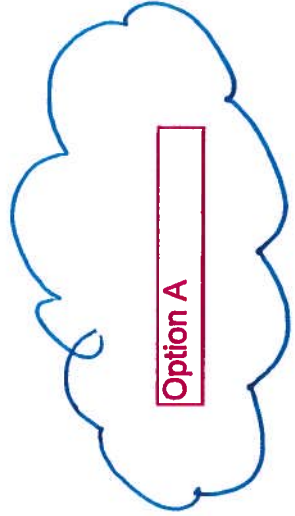
System Size (kWdc)	60.0
System Price (\$ /kWdc)	\$192,728 \$3.21
Sales Tax (\$ / %)	\$9,922 8.00%
Total (\$ /kWdc)	\$202,650 \$3.38
Tariff	NA
Avoided Cost, Inflation	\$0.180 5.00%
Generation (kWh/kWp)	1,400
ITC	\$0
Depreciation Basis	\$0
Tax Rate: Federal, State	0.0% 0.0%
Solar Incentive (\$/kWh, 5yrs)	\$0.000

RETURNS	
IRR	12.3%
NPV (8%dr)	\$0.12MM
Breakeven Yr	11.0 yrs
Cflow 25yrs	\$0.8MM
Cflow 35yrs	\$0.8MM
O&M TTL	\$900
Insurance	\$1,000
Escalation	2.5%

Cumulative Cash Flow (unlevered)



	Year	0	1	2	3	4	5	10	15	20	21	22	23	24	25
Production (kWh)		84,000	83,580	83,160	82,740	82,320	81,900	81,480	81,060	80,640	80,220	79,800	79,380	78,960	78,540
Solar Avoided Cost		\$15,120	\$15,797	\$16,503	\$17,241	\$18,011	\$18,811	\$19,641	\$20,501	\$21,391	\$22,311	\$23,261	\$24,241	\$25,251	\$26,291
Rebates		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue/Avoided Costs		\$15,120	\$15,797	\$16,503	\$17,241	\$18,011	\$18,811	\$19,641	\$20,501	\$21,391	\$22,311	\$23,261	\$24,241	\$25,251	\$26,291
O&M		\$900	\$923	\$946	\$969	\$993	\$1,017	\$1,041	\$1,065	\$1,089	\$1,113	\$1,137	\$1,161	\$1,185	\$1,209
Insurance		\$1,000	\$1,025	\$1,051	\$1,077	\$1,104	\$1,131	\$1,158	\$1,185	\$1,212	\$1,239	\$1,266	\$1,293	\$1,320	\$1,347
Expenses		\$1,900	\$1,948	\$1,996	\$2,046	\$2,097	\$2,149	\$2,201	\$2,253	\$2,305	\$2,357	\$2,409	\$2,461	\$2,513	\$2,565
Federal Depreciation Tax Shield		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Depreciation Tax Shield		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Investment Tax Credit		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Costs		(\$202,650)													
Cash Flow		(\$202,650)	\$13,109	\$14,384	\$15,750	\$17,215	\$18,784	\$20,457	\$22,235	\$24,117	\$26,103	\$28,193	\$30,387	\$32,685	\$35,087
Cumulative Cash Flow		(\$202,650)	(\$189,541)	(\$175,157)	(\$159,406)	(\$142,192)	(\$123,407)	(\$103,407)	(\$82,487)	(\$60,784)	(\$38,487)	(\$16,124)	\$6,241	\$28,485	\$50,729





Photovoltaic System
Commercial

System Advisor Model Report

58 DC kW Nameplate
\$3.52/W Installed Cost

SACRAMENTO, CA
38.52 N, -121.5 E GMT -8

Performance Model

Modules	
LG Electronics LG300N1C-G3	
Cell material	c-Si
Module area	1.6 m^2
Module capacity	302.7 DC Watts
Quantity	190
Total capacity	57.5 DC kW
Total area	301 m^2

Inverters	
Power-One, Inc.: PVI-10.0-I-OUTD-x-US-208-y 208V	
Unit capacity	10 AC kW
Input voltage	220 - 470 VDC DC V
Quantity	6
Total capacity	60 AC kW
DC to AC Capacity Ratio	0.96
AC derate factor	0.99

Three subarrays:	1	2	3
Strings	13	3	3
Modules per string	10	10	10
String voltage (DC V)	320.0	320.0	320.0
Tilt (deg from horizontal)	12	12	12
Azimuth (deg E of N)	114	270	90
Tracking	fixed	fixed	fixed
Backtracking	-	-	-
Rotation limit (deg)	-	-	-
Shading	no	no	no
Soiling	yes	yes	yes
DC derate factor	0.96	0.96	0.96

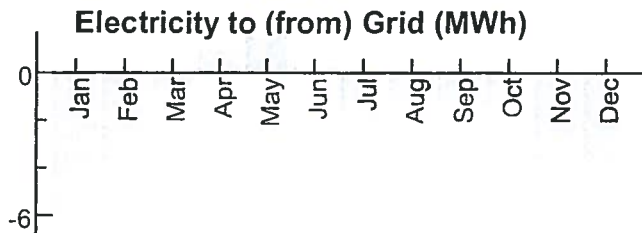
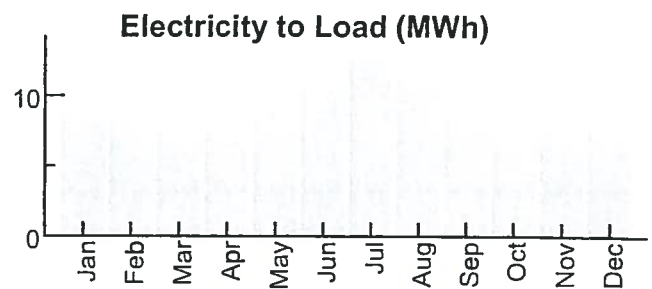
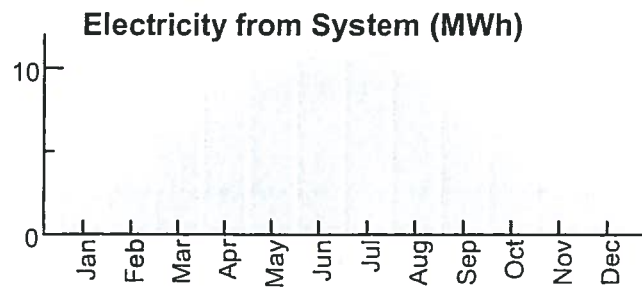
Performance Adjustment	
Annual	none
Year-to-year decline	0.5%/yr
Hourly factors	no

Annual Results (in Year 1)			
Horizontal solar kW/m^2	1,792	1,792	1,792
Incident solar kW/m^2	0	0	0
DC GWh from subarray	0.064	0.014	0.014
Net to inverter	88,610 DC kWh		
Gross from inverter	84,890 AC kWh		
Net to grid	84,040 AC kWh		
Capacity factor	16.7%		
Performance factor	0.85		

Financial Model

Project Costs	
Total installed cost	\$202,650
Salvage value	\$0
Analysis Parameters	
Project life	25 years
Inflation rate	2.5%
Real discount rate	5.2%
Project Debt Parameters	
Debt fraction	0%
Amount	\$0
Term	0 years
Rate	7.5%
Tax and Insurance Rates (% of installed cost)	
Federal income tax	0%/year
State income tax	0%/year
Sales tax	8%
Insurance	0.5%/year
Property tax (% of assess. val.)	2%/year
Incentives	
Federal Depreciation	None
State Depreciation	None
Electricity Demand and Rate Summary	
Annual peak demand 27.6 kW	
Annual total demand 106,346 kWh	
Pacific Gas & Electric Co: A-6	
Fixed fee: \$8.9/month	
Annual rate escalation: 5%/year	
Results	
Nominal LCOE	33.2 cents/kWh
Net present value	\$129,800
Payback period	10.1 years

Option A



Net Metering not Applicable

Monthly Electricity Purchases and Savings (Year 1 \$)

Month	Without System	With System	Savings
Jan	1,314	881	433
Feb	1,191	572	618
Mar	1,052	99	953
Apr	1,091	-150	1,241
May	2,258	-659	2,917
Jun	2,516	-447	2,963
Jul	3,099	-5	3,105
Aug	2,741	-146	2,888
Sep	2,163	-29	2,192
Oct	1,875	143	1,731
Nov	1,057	551	506
Dec	1,100	715	384
Annual	21,463	1,525	19,937

NPV Approximation using Annuities

Annuities, Capital Recovery Factor (CRF) = 0.0923		
Investment	\$-18,700	Sum:
Expenses	\$-8,100	\$11,900
Savings	\$0	NPV = Sum / CRF:
Energy value	\$38,800	\$129,000

Investment = Installed Cost - Debt Principal - IBI - CBI

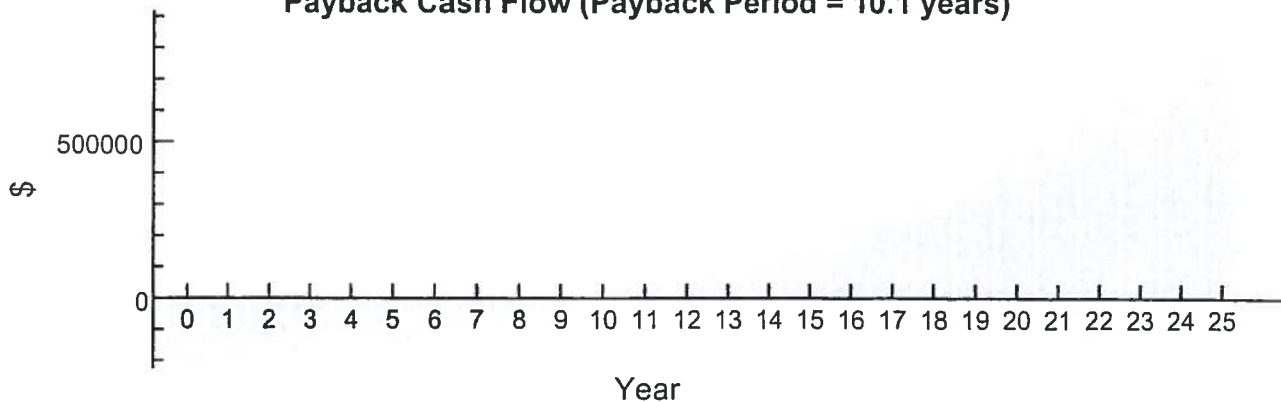
Expenses = Operating Costs + Debt Payments

Savings = Tax Deductions + PBI

Energy value = Tax Adjusted Net Savings

Nominal discount rate = 7.83%

Payback Cash Flow (Payback Period = 10.1 years)



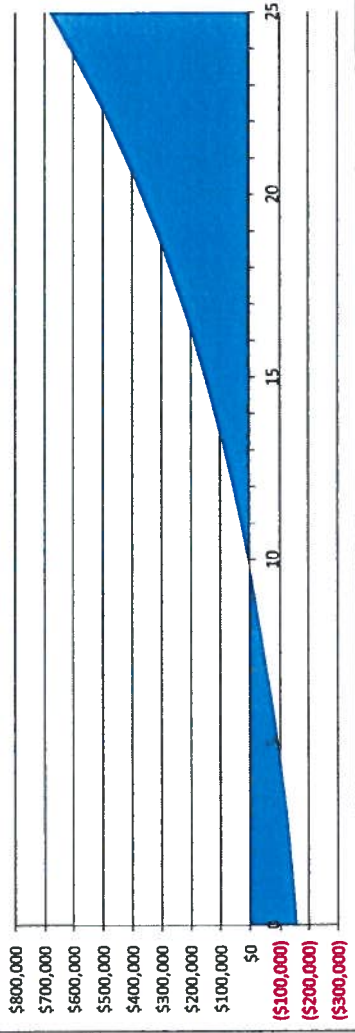
Line Side Solar

System Size (kWdc)	46.8
System Price (\$/Wdc)	\$150,561 \$3.22
Sales Tax (\$/Wdc)	\$7,615 8.00%
Total (\$/Wdc)	\$158,175 \$3.38
Tariff	NA
Avoided Cost, Inflation	\$0.180 5.00%
Generation (kWh/kWp)	1,400

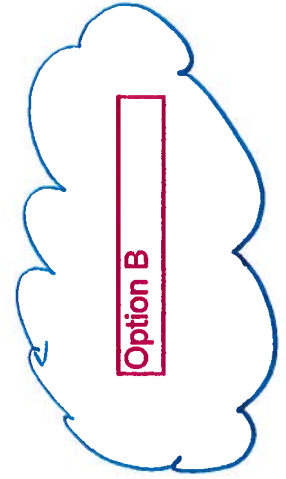
ITC	\$0	O&M TTL	\$702
Depreciation Basis	\$0	Insurance	\$1,000
Tax Rate: Federal, State	0.0% 0.0%	Escalation	2.5%
Solar Incentive (\$/kWh, 5yrs)	\$0.000		

RETURNS	
IRR	12.7%
NPV (8%dr)	\$0.11MM
Breakeven Yr	10.0 yrs
Cflow 25yrs	\$0.7MM
Cflow 35yrs	\$0.7MM

Cumulative Cash Flow (unlevered)



	Year	0	1	2	3	4	5	6	7	8	9	10	15	20	25
Production (kWh)			65,520	65,192	64,865	64,537	64,210	63,882	63,554	63,227	62,899	62,572	60,934	59,296	57,658
Solar Avoided Cost			\$11,794	\$12,321	\$12,872	\$13,448	\$14,048	\$14,676	\$15,330	\$16,014	\$16,728	\$17,472	\$21,716	\$26,971	\$33,471
Rebates			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue/Avoided Costs			\$11,794	\$12,321	\$12,872	\$13,448	\$14,048	\$14,676	\$15,330	\$16,014	\$16,728	\$17,472	\$21,716	\$26,971	\$33,471
O&M			\$702	\$720	\$738	\$756	\$775	\$794	\$814	\$834	\$855	\$877	\$992	\$1,122	\$1,270
Insurance			\$1,000	\$1,025	\$1,051	\$1,077	\$1,104	\$1,131	\$1,160	\$1,189	\$1,218	\$1,249	\$1,413	\$1,599	\$1,809
Expenses			\$1,702	\$1,745	\$1,788	\$1,833	\$1,879	\$1,926	\$1,974	\$2,023	\$2,074	\$2,126	\$2,405	\$2,721	\$3,078
Federal Depreciation Tax Shield			\$0	\$0	\$0	\$0	\$0	\$0.00							
State Depreciation Tax Shield			\$0	\$0	\$0	\$0	\$0	\$0							
Investment Tax Credit			\$0	\$0	\$0	\$0	\$0	\$0							
Project Costs			(\$158,175)												
Cash Flow			(\$158,175)	\$10,703	\$11,735	\$12,841	\$14,028	\$15,299	\$16,662	\$18,123	\$19,688	\$21,365	\$23,163	\$24,941	\$26,805
Cumulative Cash Flow			(\$158,175)	(\$147,473)	(\$135,738)	(\$122,897)	(\$108,869)	(\$93,570)	(\$76,908)	(\$58,785)	(\$39,098)	(\$17,732)	\$5,430	\$24,941	\$52,035





System Advisor Model Report

Photovoltaic System
Commercial

47 DC kW Nameplate
\$3.35/W Installed Cost

SACRAMENTO, CA
38.52 N, -121.5 E GMT -8

Performance Model

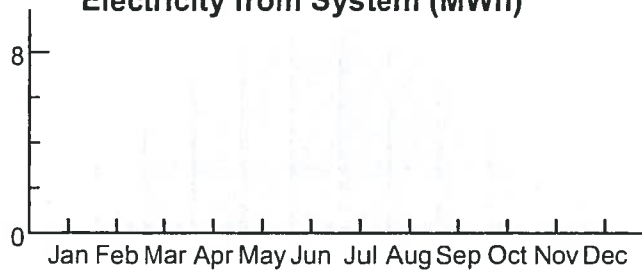
Modules	
LG Electronics LG300N1C-G3	
Cell material	c-Si
Module area	1.6 m ²
Module capacity	302.7 DC Watts
Quantity	156
Total capacity	47.2 DC kW
Total area	247 m ²
Inverters	
Power-One, Inc.: PVI-10.0-I-OUTD-x-US-208-y 208V	
Unit capacity	10 AC kW
Input voltage	220 - 470 VDC DC V
Quantity	4
Total capacity	40 AC kW
DC to AC Capacity Ratio	1.18
AC derate factor	0.99
Array	
Strings	13
Modules per string	12
String voltage (DC V)	384.0
Tilt (deg from horizontal)	12
Azimuth (deg E of N)	114
Tracking	fixed
Backtracking	-
Rotation limit (deg)	-
Shading	no
Soiling	yes
DC derate factor	0.96
Performance Adjustment	
Annual	none
Year-to-year decline	0.5%/yr
Hourly factors	no
Annual Results (in Year 1)	
Horizontal solar kW/m ²	1,792
Incident solar kW/m ²	0
DC GWh from array	0.077
Net to inverter	73,570 DC kWh
Gross from inverter	70,260 AC kWh
Net to grid	69,550 AC kWh
Capacity factor	16.8%
Performance factor	0.85

Financial Model

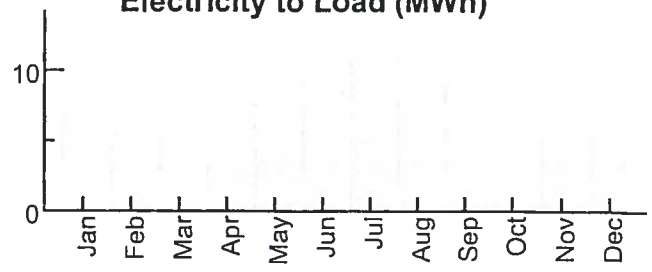
Project Costs	
Total installed cost	\$158,175
Salvage value	\$0
Analysis Parameters	
Project life	25 years
Inflation rate	2.5%
Real discount rate	5.2%
Project Debt Parameters	
Debt fraction	0%
Amount	\$0
Term	0 years
Rate	7.5%
Tax and Insurance Rates (% of installed cost)	
Federal income tax	0%/year
State income tax	0%/year
Sales tax	8%
Insurance	0.5%/year
Property tax (% of assess. val.)	2%/year
Incentives	
Federal Depreciation	None
State Depreciation	None
Electricity Demand and Rate Summary	
Annual peak demand	27.6 kW
Annual total demand	106,346 kWh
Pacific Gas & Electric Co: A-6	
Fixed fee: \$8.9/month	
Annual rate escalation:	5%/year
Results	
Nominal LCOE	31.9 cents/kWh
Net present value	\$112,100
Payback period	9.8 years

Option B

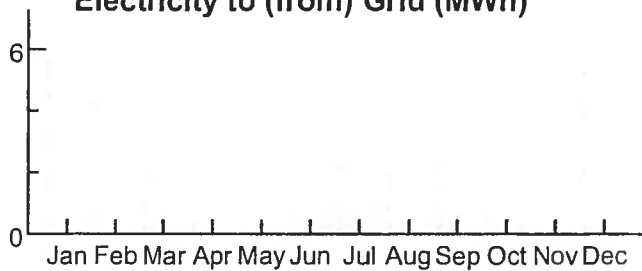
Electricity from System (MWh)



Electricity to Load (MWh)



Electricity to (from) Grid (MWh)



Net Metering not Applicable

Monthly Electricity Purchases and Savings (Year 1 \$)

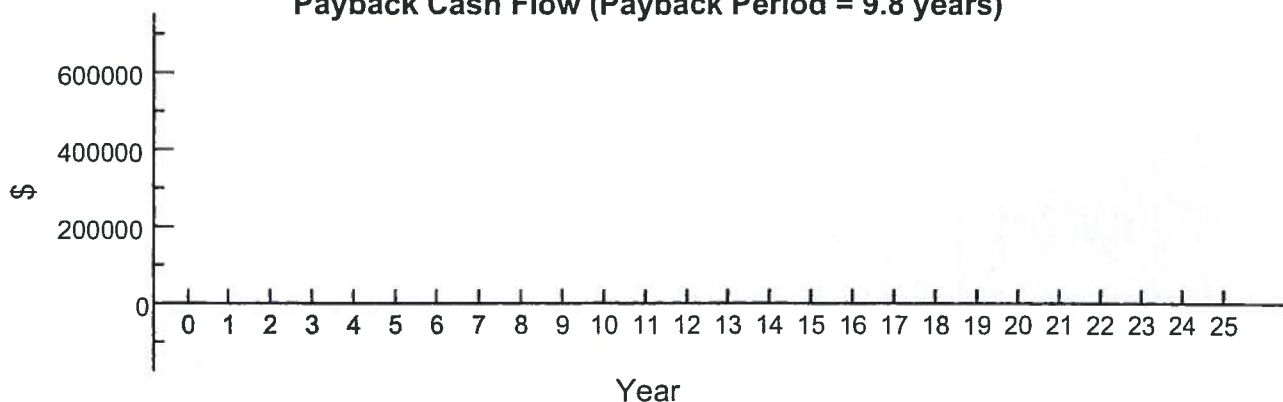
Month	Without System	With System	Savings
Jan	1,314	949	364
Feb	1,191	672	519
Mar	1,052	263	789
Apr	1,091	66	1,024
May	2,258	-100	2,358
Jun	2,516	126	2,389
Jul	3,099	594	2,505
Aug	2,741	401	2,340
Sep	2,163	370	1,792
Oct	1,875	446	1,428
Nov	1,057	631	426
Dec	1,100	775	324
Annual	21,463	5,198	16,265

NPV Approximation using Annuities

Annuities. Capital Recovery Factor (CRF) = 0.0923		
Investment	\$-14,600	Sum:
Expenses	\$-6,600	\$10,300
Savings	\$0	NPV = Sum / CRF:
Energy value	\$31,600	\$112,000

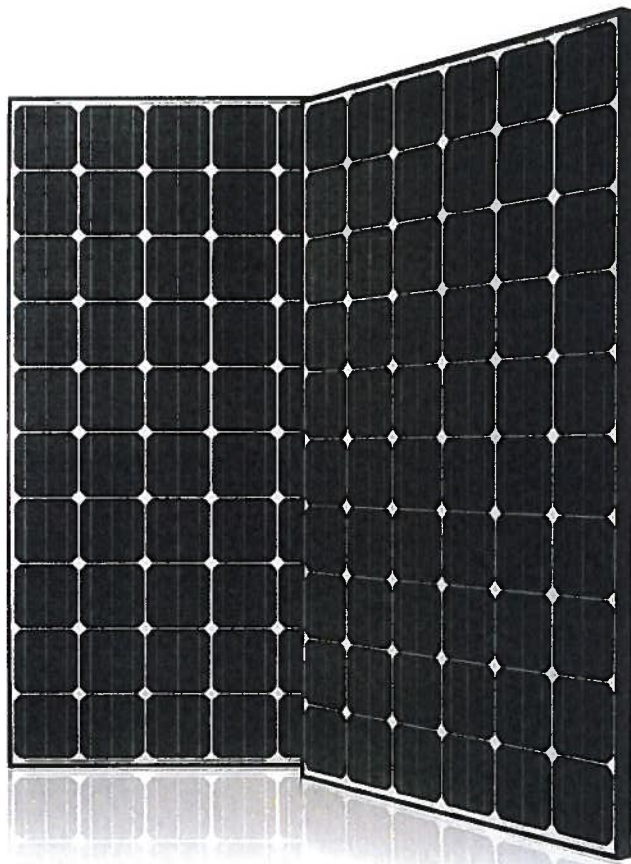
Investment = Installed Cost - Debt Principal - IBI - CBI
 Expenses = Operating Costs + Debt Payments
 Savings = Tax Deductions + PBI
 Energy value = Tax Adjusted Net Savings
 Nominal discount rate = 7.83%

Payback Cash Flow (Payback Period = 9.8 years)



MonoX™ NeoN

LG300N1C / LG295N1C / LG290N1C / LG285N1C / LG280N1C



LG Electronics, Inc. (Korea Exchange: 06657.KS) is one of the globally leading companies and technology innovator for electronics, information and communication products. The LG Electronics currently employs more than 91,000 people worldwide in 117 companies. In fiscal year 2011, 48.97 billion USD of revenue was achieved.

LG is one of the world's largest manufacturers of mobile phones, flat screen TVs, air conditioners, washing machines and refrigerators. As a future-oriented company, LG enables others to use technology consisting of renewable energies. LG's high quality solar products are being manufactured in LG's leading production facility in South Korea.



KM 564573 BS EN 61215
Photovoltaic Modules

NEW



Cell Technology

LG's High Efficient Cell Technology

Driven by LG's own N-type technology, LG's high-efficiency modules will provide customers with high economic benefits.

NEW



Convenient Installation

Convenient Installation

LG modules are carefully designed to benefit installers by allowing quick and easy installations throughout the carrying, grounding, and connecting stages of modules.

NEW



Light Weight

Light and Robust

With a weight of just 16.8 kg, LG modules are proven to demonstrate outstanding durability against external pressure up to 5400 Pa.



EL Test

100% EL Test Completed

All LG modules pass Electroluminescence inspection. This EL inspection detects cracks and other imperfections unseen by the naked eye.



Linear Warranty

Reliable Warranties

LG stands by its products with the strength of global reputation and sterling warranty policies. LG offers a 10-year product limited warranty and a 25-year limited linear output warranty.



Positive Power Tolerance

Positive Power Tolerance

LG provides rigorous quality testing to solar modules to assure customers of the stated power outputs of all modules, with a positive nominal tolerance starting at 0%.

MonoTM NeoN

LG300N1C / LG295N1C / LG290N1C / LG285N1C / LG280N1C

Mechanical Properties

Cells	6 x 10
Cell vendor	LG
Cell type	Monocrystalline
Cell dimensions	156 x 156 mm ² / 6 x 6 in ²
# of busbar	3
Dimensions (L x W x H)	1640 x 1000 x 35 mm 64.57 x 39.37 x 1.38 in
Static snow load	5400 Pa / 113 psf
Static wind load	2400 Pa / 50 psf
Weight	16.8 ± 0.5 kg / 36.96 ± 1.1 lb
Connector type	MC4 connector IP 67
Junction box	IP 67 with 3 bypass diodes
Length of cables	2 x 1000 mm / 2 x 39.37 in
Frame	Anodized aluminum

Certifications and Warranty

Certifications	IEC 61215, IEC 61730-1/-2, UL 1703, ISO 9001, IEC 61701(In progress), DLG-Fokus Test 'Ammonia Resistance', (In progress)
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Product warranty 10 years

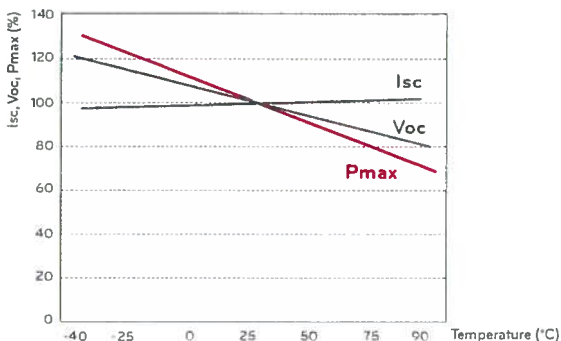
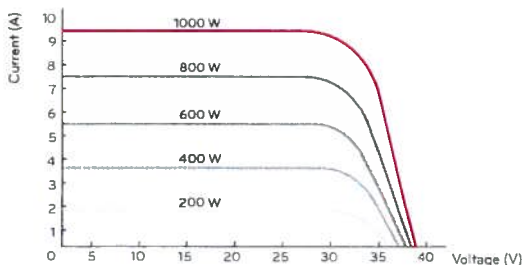
Output warranty of P_{max} (measurement Tolerance ± 3%) **Linear warranty***

1) 1st year: 97%, 2) After 2nd year: 0.7% annual degradation, 3) 80.2% for 25 years

Temperature Coefficients

NOCT	45 ± 2 °C
P _{mp}	-0.42 %/K
V _{oc}	-0.31 %/K
I _{sc}	0.03 %/K

Characteristic Curves



Electrical Properties (STC*)

	300 W	295 W	290 W	285 W	280 W
MPP voltage (V _{mp})	32.0	31.9	31.8	31.6	31.5
MPP current (I _{mp})	9.42	9.30	9.19	9.09	8.97
Open circuit voltage (V _{oc})	39.5	39.3	39.2	39.0	38.9
Short circuit current (I _{sc})	10.0	9.91	9.80	9.68	9.56
Module efficiency (%)	18.3	18.0	17.7	17.4	17.1
Operating temperature (°C)	-40 ~ +90				
Maximum system voltage (V)	600(UL), 1000(IEC)				
Maximum series fuse rating (A)	15				
Power tolerance (%)	0 ~ +3				

* STC (Standard Test Condition) Irradiance 1000 W/m², module temperature 25 °C, AM 1.5

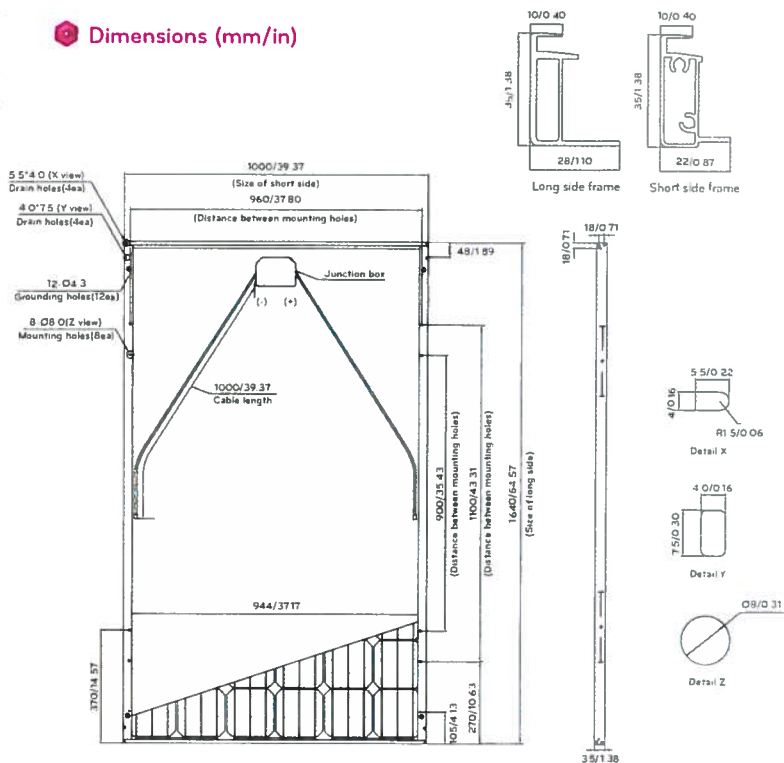
* The nameplate power output is measured and determined by LG Electronics at its sole and absolute discretion

Electrical Properties (NOCT*)

	300 W	295 W	290 W	285 W	280 W
Maximum power (P _{mp})	220	216	213	210	206
MPP voltage (V _{mp})	29.3	29.2	29.1	28.9	28.8
MPP current (I _{mp})	7.51	7.42	7.33	7.25	7.15
Open circuit voltage (V _{oc})	36.5	36.3	36.2	36.0	35.9
Short circuit current (I _{sc})	8.08	7.98	7.89	7.80	7.70
Efficiency reduction (from 1000 W/m ² to 200 W/m ²)	< 4.5 %				

* NOCT (Nominal Operating Cell Temperature) Irradiance 800 W/m², ambient temperature 20 °C, wind speed 1 m/s

Dimensions (mm/in)



* The distance between the center of the mounting/grounding holes



Sunmodule[®] Plus SW 275 mono



TUV Power controlled:
Lowest measuring tolerance in industry



Every component is tested to meet
3 times IEC requirements



Designed to withstand heavy
accumulations of snow and ice



Sunmodule Plus:
Positive performance tolerance



25-year linear performance warranty
and 10-year product warranty



Glass with anti-reflective coating



World-class quality

Fully-automated production lines and seamless monitoring of the process and material ensure the quality that the company sets as its benchmark for its sites worldwide.

SolarWorld Plus-Sorting

Plus-Sorting guarantees highest system efficiency. SolarWorld only delivers modules that have greater than or equal to the nameplate rated power.

25 years linear performance guarantee and extension of product warranty to 10 years

SolarWorld guarantees a maximum performance degradation of 0.7% p.a. in the course of 25 years, a significant added value compared to the two-phase warranties common in the industry. In addition, SolarWorld is offering a product warranty, which has been extended to 10 years.*

*in accordance with the applicable SolarWorld Limited Warranty at purchase.
www.solarworld.com/warranty



• Qualified IEC 61215
• Safety tested IEC 61730
• Periodic inspection
• Blowing sand resistant



• Ammonia resistance tested
• Periodic inspection
• Power Controlled



Sunmodule[®] Plus SW 275 mono

PERFORMANCE UNDER STANDARD TEST CONDITIONS (STC)*

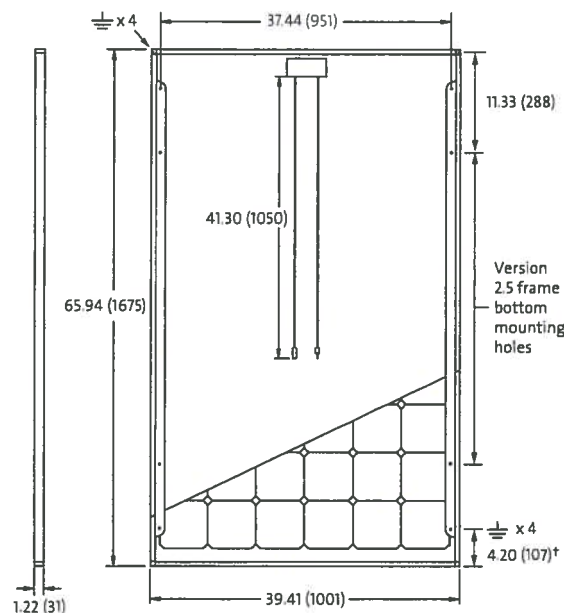
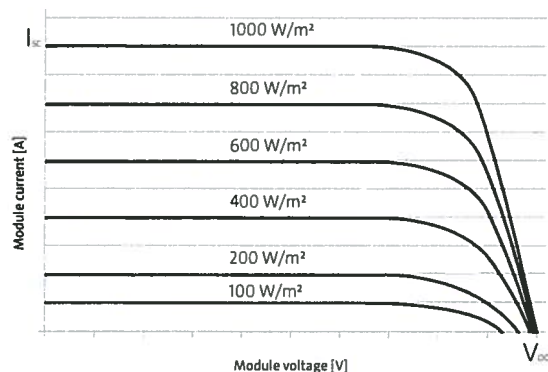
Maximum power	P_{max}	275 Wp
Open circuit voltage	V_{oc}	39.4 V
Maximum power point voltage	V_{mpp}	31.0 V
Short circuit current	I_{sc}	9.58 A
Maximum power point current	I_{mpp}	8.94 A

*STC: 1000 W/m², 25°C, AM 1.5

1) Measuring tolerance (P_{max}) traceable to TUV Rheinland: +/- 2% (TUV Power Controlled)

THERMAL CHARACTERISTICS

NOCT	46 °C
TC I_{sc}	0.04 %/°C
TC V_{oc}	-0.30 %/°C
TC P_{mpp}	-0.45 %/°C
Operating temperature	-40°C to 85°C



PERFORMANCE AT 800 W/m², NOCT, AM 1.5

Maximum power	P_{max}	205.0 Wp
Open circuit voltage	V_{oc}	36.1 V
Maximum power point voltage	V_{mpp}	28.4 V
Short circuit current	I_{sc}	7.75 A
Maximum power point current	I_{mpp}	7.22 A

Minor reduction in efficiency under partial load conditions at 25°C: at 200 W/m², 100% (+/-2%) of the STC efficiency (1000 W/m²) is achieved.

COMPONENT MATERIALS

Cells per module	60
Cell type	Mono crystalline
Cell dimensions	6.14 in x 6.14 in (156 mm x 156 mm)
Front	Tempered glass (EN 12150)
Frame	Clear anodized aluminum
Weight	46.7 lbs (21.2 kg)

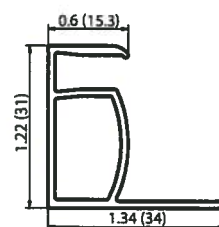
SYSTEM INTEGRATION PARAMETERS

Maximum system voltage SC II		1000 V
Max. system voltage USA NEC		1000 V
Maximum reverse current		16 A
Number of bypass diodes		3
UL Design Loads*	Two rail system	113 psf downward 64 psf upward
UL Design Loads*	Three rail system	170 psf downward 64 psf upward
IEC Design Loads*	Two rail system	113 psf downward 50 psf upward

* Please refer to the Sunmodule installation instructions for the details associated with these load cases.

ADDITIONAL DATA

Power sorting†	-0 Wp / +5 Wp
J-Box	IP65
Module leads	PV wire per UL4703 with H4 connectors
Module efficiency	16.40 %
Fire rating (UL 790)	Class C
Glass	Low iron tempered with ARC



VERSION 2.5 FRAME

- Compatible with both "Top-Down" and "Bottom" mounting methods
- Grounding Locations:
 - 4 corners of the frame
 - 4 locations along the length of the module in the extended flange†

NEW!

Independently created PAN files now available.
Ask your account manager for more information.

Pat Larson

From: Joe Fecko
Sent: Thursday, May 22, 2014 2:26 PM
To: Pat Larson
Subject: FW: solar

From: John B. Bachoua, PE [<mailto:john@linesidesolar.com>]
Sent: Wednesday, May 21, 2014 11:12 AM
To: Joe Fecko
Subject: RE: solar

If we can prove the modules are not producing, we can request replacement products.

John B. Bachoua, PE
Principal, Electrical Engineer

Line Side
Solar

Office: 619.940.5646
833 Broadway Suite 201, El Cajon, CA 92021
Email: john@linesidesolar.com
www.linesidesolar.com

From: Joe Fecko [<mailto:JFecko@auburnrec.com>]
Sent: Wednesday, May 21, 2014 10:49 AM
To: John B. Bachoua, PE
Subject: RE: solar

Yes, thank you. I'm going to include the info in the Board packet. I know that this particular board member will ask what the remedies are if the system doesn't meet the specs. Will the manufacturer replace or upgrade the units?

From: John B. Bachoua, PE [<mailto:john@linesidesolar.com>]
Sent: Wednesday, May 21, 2014 10:43 AM
To: Joe Fecko
Subject: RE: solar

Hi Joe,
Was I able to answer your question yesterday?

John B. Bachoua, PE
Principal, Electrical Engineer

Line Side
Solar

Office: 619.940.5646
833 Broadway Suite 201, El Cajon, CA 92021
Email: john@linesidesolar.com
www.linesidesolar.com

From: Joe Fecko [<mailto:JFecko@auburnrec.com>]
Sent: Tuesday, May 20, 2014 2:22 PM
To: John B. Bachoua, PE
Subject: solar

John:

A question came up at a committee meeting yesterday about the solar panel efficiency. One board member asked if the KWH production rate is guaranteed. I.e. what is our remedy if the system doesn't produce the promised rates?

Joe

Item 8.1 Cover sheet – MOU Template

**Auburn Area Recreation and Park District Policy Committee; Board of Directors meeting
May, 2014**

The Issue

Shall the Auburn Area Recreation and Park District Board of Directors (ARD) create an MOU template that can be used for future MOUs, and shall the Board amend the existing policy on MOUs? The ARD Policy Committee requested that this item be considered.

Background

At the April, 2014 Policy Committee meeting, it was suggested that ARD staff create an MOU template. This template would have language general enough to be used by any group wanting to partner with ARD and use attachments or exhibits to provide specific details.

ARD currently has a policy regarding Memorandum of Understandings (MOU) with public/private joint ventures. That policy is as follows:

XV. Policy on Memorandums of Understanding/Agreement and Public/Private Joint Ventures/Outside Entities Building on ARD Property

All Agreements must be approved by the District Administrator and/or the Board of Directors.

The Board of Directors will be notified of all Agreements.

Agreements with an estimated annual value of less than \$25,000 may be approved by the District Administrator.

Agreements with an estimated annual value of \$25,000 or more will be approved by the Board of Directors.

Agreements without a maximum 90 day termination clause will be approved by the Board of Directors.

The District Administrator may forward any Agreement to the Board of Directors for approval.

Recommendation for the Board of Directors

Review and approve the attached MOU template.

Review and approve the following additional language to the ARD Policy on MOUs:

All Agreements will use the approved MOU template.

The ARD Policy Committee recommended approval of the MOU template. The Committee did not consider the additional language for the policy on MOUs as it was added subsequent to the committee meeting.

Fiscal Impact

Not applicable at this time.

Attachments

MOU template.

SAMPLE MOU with the Auburn Trails Alliance (note: this MOU with the Auburn Trails Alliance is still be considered by the Policy Committee and is used here only as a SAMPLE).

**Memorandum of Understanding between _____ and the Auburn Area Recreation
and Park District For _____**

Whereas, the Auburn Area Recreation and Park District (ARD) is a Special District created in 1948 to provide recreation and park services for the greater Auburn and Meadow Vista areas, and

Whereas the mission of ARD is provide an excellent system of parks, recreation facilities, programs and services that enrich the lives, health and happiness of our citizens, and

Whereas, ARD is desirous of _____, and

Whereas, the _____ is a _____ organization dedicated, among other purposes, to _____, and

Whereas, ARD and _____ agree that a mutual partnership to _____ is in the best interest of the community.

Now therefore, ARD and _____ hereby agree as follows:

- 1) The _____ will be an ARD facility. ARD Ordinances and Policies will dictate the operations of _____. The final decision on all improvements, operations and maintenance of _____ will be made by ARD.
- 2) All improvements, other than routine maintenance, must be approved by ARD and prior to beginning any project, funding must be in place. Routine maintenance shall be defined as _____.
- 3) ARD and _____ will create a Maintenance Plan for the routine maintenance, special improvements, and repairs of the _____. This Maintenance Plan will establish standards and schedules for maintenance of the _____. ARD and _____ agree to meet at least once per year to review the Maintenance Plan. Once developed, this maintenance plan will be attached to the MOU.
- 4) _____ agrees and understands that improvements may require permissions and permits from ARD and/or other governmental agencies. Proper time should be allotted to receive these permissions and permits.
- 5) _____ volunteers must follow ARD volunteer guidelines and rules. This includes rules related to safety and to the recording of time and work done at and for the _____.
- 6) ARD agrees that _____ is not responsible for the conduct of members of the general public using the _____.
- 7) ARD reserves the right to close _____ for any purposes deemed necessary.

Specific requirements of this Memorandum of Understanding can be found in Exhibit A.

The term of this Memorandum of Understanding shall be one year, with an automatic renewal at the end of each year unless terminated or amended. This Memorandum of Understanding may be terminated by either party by giving the other party 90 days written notice. Notice must be delivered by certified U.S. mail to:

Auburn Area Recreation and Park District
c/o District Administrator
471 Maidu Dr. Suite 200
Auburn, CA 95603
(530) 885-0611 ext. 102

(Organization name)

Dated: _____

ARD District Administrator

Dated: _____

(*Organization president*)

Memorandum of Understanding between Auburn Trails Alliance and the Auburn Area Recreation and Park District For Construction of Improvements, Operations, Maintenance and Fundraising for the Auburn Bike Park

Whereas, the Auburn Area Recreation and Park District (ARD) is a Special District created in 1948 to provide recreation and park services for the greater Auburn and Meadow Vista areas, and

Whereas the mission of ARD is provide an excellent system of parks, recreation facilities, programs and services that enrich the lives, health and happiness of our citizens, and

Whereas, ARD is desirous of constructing and operating a Bike Park and Pump Track Facility ("Bike Park"), and

Whereas, the Auburn Trails Alliance (ATA) is a 501 (c) (3) organization dedicated, among other purposes, to providing the community the best possible opportunities to enjoy mountain biking, and

Whereas, ARD and ATA agree that a mutual partnership to fundraise, construct and maintain the Bike Park is in the best interest of the community.

Now therefore, ARD and ATA hereby agree as follows:

- 1) The Bike Park will be an ARD facility. ARD Ordinances and Policies will dictate the operations of the Bike Park. The final decision on all improvements, operations and maintenance of Bike Park will be made by ARD.
- 2) All improvements, other than routine maintenance, must be approved by ARD and prior to beginning any project, funding must be in place. Routine maintenance shall be defined as clean up and repairs that do not alter the layout or features of the Bike Park.
- 3) ARD and ATA will create a Maintenance Plan for the routine maintenance, special improvements, and repairs of the Bike Park. This Maintenance Plan will establish standards and schedules for maintenance of the Bike Park. ARD and ATA agree to meet at least once per year to review the Maintenance Plan. Once developed, this maintenance plan will be attached to the MOU.
- 4) ATA agrees and understands that improvements may require permissions and permits from ARD and/or other governmental agencies. Proper time should be allotted to receive these permissions and permits.
- 5) ATA volunteers must follow ARD volunteer guidelines and rules. This includes rules related to safety and to the recording of time and work done at and for the Bike Park.
- 6) ARD agrees that ATA is not responsible for the conduct of members of the general public using the Bike Park.
- 7) ARD reserves the right to close the Bike Park for any purposes deemed necessary.

Specific requirements of this Memorandum of Understanding can be found in Exhibit A.

The term of this Memorandum of Understanding shall be one year, with an automatic renewal at the end of each year unless terminated or amended. This Memorandum of Understanding may be terminated by either party by giving the other party 90 days written notice. Notice must be delivered by certified U.S. mail to:

Auburn Area Recreation and Park District
c/o District Administrator
471 Maidu Dr. Suite 200
Auburn, CA 95603
(530) 885-0611 ext. 102

(Organization name)

Dated: _____

ARD District Administrator

Dated: _____

(*Organization president*)

Exhibit A

Specifically, the Auburn Area Recreation and Park District (ARD) will be responsible for the following:

- a. Establishing and enforcing Bike Park rules and etiquette. Enforcement may be directed to local law enforcement agencies.
- b. Establishing and maintaining toilet facilities
- c. Water costs, including repairs to irrigation systems
- d. Landscaping and upkeep
- e. Trash removal
- f. Maintaining the main signage (i.e. indicating this is an ARD facility) and any directional signage (to ensure maintain rider/hiker/equestrian safety)
- g. Maintaining fencing
- h. Acting as "co-sponsor" of educational events at the site
- i. Safety training of all volunteers, using current ARD safety standards

Specifically, the Auburn Trails Alliance (ATA) will be responsible for the following:

- a. Routine maintenance of the actual trails including pump track, flow trails, skills course and multi-use trail.
- b. Monitoring for damage/changes in course itself to ensure trails are not changed without consent.
- c. Recruiting and coordinating volunteers for trail maintenance/building.
- d. Assisting with the creation and education of bike park rules and etiquette.
- e. Fundraising for construction and maintenance costs (i.e. extra dirt/jumps/equipment/signage) All fundraising events using the ARD logo or "co-sponsored by ARD" language shall be reviewed and approved by ARD.
- f. Posting to Auburn Bike Park (or successor website) any weather-related and no ride days.
- g. Planning and hosting events at the bike park to educate bike riders with other user groups (i.e. equestrians & hikers) on shared trail-use and trail safety. These events will be coordinated, reviewed and approved by ARD.

Item 8.2 Cover sheet – Proposed CSDA Bylaws Updates

The Issue:

Shall the Auburn Area Recreation & Park District Board of Directors recommend adoption of the 2014 proposed CSDA Bylaws Amendments?

Recommendation:

Please go online at www.csdanet.org/bylaws to review. A copy of the proposed CSDA Bylaws Amendments will also be available at the Board meeting.

Attachments:

Memorandum from CSDA.

Mail Ballot for Proposed Bylaws Amendment.



**California Special
Districts Association**
Districts Stronger Together

MEMORANDUM

DATE: April 25, 2014

TO: California Special Districts Association (CSDA) Voting Members

FROM: Noelle Mattock, CSDA Board President
Neil McCormick, CEO

SUBJECT: Proposed CSDA Bylaws Updates

The CSDA Board of Directors has approved the attached recommended updates to the CSDA Bylaws to bring forward to CSDA voting members for consideration.

Highlights to the recommended updates include:

- General clean-up to reflect updates and organizational changes over the last 3 years
- Clarifying language to the CSDA Board nomination and election process
- Updates to various committee definitions and titles
- CSDA affiliated chapter clarification

The full proposed changes to CSDA's Bylaws are indicated in mark-up form for your review and can be found online at www.csda.net/bylaws.

As a voting member in good standing, once your district has reviewed the proposed CSDA Bylaws updates, please use the enclosed official ballot to cast your vote by mail in favor or not in favor of the changes.

Completed ballots must be received by Friday, June 13, 2014 at 5:00 pm to be counted. Only official and fully completed ballots returned via regular mail to the CSDA office will be counted. The results of the Bylaws ballot will be announced in the CSDA e-News and on the CSDA website. If approved by the membership, the updated Bylaws will take effect on July 1, 2014.

If you have any questions or require printed copies, please contact Charlotte Lowe, Executive Assistant at charlottel@csda.net or (916) 442-7887.

Thank you for your participation and continued support of CSDA!

California Special Districts Association

1112 I Street, Suite 200
Sacramento, CA 95814
toll-free: 877.924.2732
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MAIL BALLOT FOR PROPOSED
BYLAWS AMENDMENT

Shall the 2014 Proposed CSDA Bylaws Amendments be Adopted?

- ☐ Yes
☐ No

CSDA Member District Name: _____

Authorized Signature: _____
(GM or Board President)

View current CSDA Bylaws and proposed new bylaws at csda.net/bylaws

Must be received by June 13, 2014. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

(If you require a hard copy of either of the above listed bylaws or have questions, please call Charlotte Lowe, CSDA Executive Assistant at (877) 924-CSDA.) If approved, bylaws will become effective July 1, 2014.

Item 8.3 Cover sheet – Placer County Local Agency Formation Commission (LAFCO) – Ballot for Special District Representative for the Local Agency Formation Commission

The Issue:

Shall the Auburn Area Recreation & Park District Board of Directors select a candidate for the Special District Representative for the Local Agency Formation Commission?

Recommendation:

Review information, select a candidate.

Attachments:

Ballot for Special District Representative for the Local Agency Formation Commission.

BALLOT
For
Special District Representative
for the
Local Agency Formation Commission

Please select your candidate by marking the box in front of the chosen name. Select no more than one candidate. After selecting the candidate, the chairman of the board must complete the certification statement below. The ballots are to be returned to the LAFCO office at 110 Maple Street, Auburn, CA 95603 by 4 PM Monday, June 20, 2014. Ballots received after 4 PM June 20, 2014 will not be counted.

- ☐ **Susan Daniels, North Tahoe Public Utility District**
- ☐ **Fredric Gibbs, Placer County Cemetery District #1**
- ☐ **Ron Treabess, Tahoe City Public Utility District**

CERTIFICATION

I _____, as chairman (or authorized alternate
for the chair) of _____ certify that this is
(name of district)
the District's true and correct ballot.



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Recreation Ramblings

Pump track tops list of projects on people's minds

By: Kahl Muscott, Special to the Auburn Journal



Welcome to a new monthly column about the Auburn Area Recreation and Park District (ARD). The goal of this column is to keep residents informed about proposed projects, current projects, programs and events. I will emphasize timely and important topics, but I'm also open to discussing and sharing things that are on your mind. Please feel free to contact me with requests for information on subjects that are near and dear to your heart – kind of like a DJ taking song requests (I promise I will not distribute Justin Bieber lyrics).

Without a doubt, the hottest topic at ARD is the Bike Park/Pump Track. To begin with, I want to share a little bit about how this project got started. A couple of years ago, ARD was approached by a group of like-minded residents looking for a place to build a pump track and bike park. This group was (and still is) composed of riders, parents of riders and bike shop owners with a sincere desire to build a facility that will be well built, safe and, of course, well-used. These hard-working individuals have already raised more than \$20,000 in cash and have a fistful of in-kind donations ready.

After reviewing 17 potential sites, the proposed site off of Maidu Drive was selected for preliminary design and appropriate environmental analysis. This site is east of (and physically below) the Canyon View Community Center. A conceptual design from a trail specialist with the International Mountain Bike Association (IMBA) is currently being completed. This trail specialist is the best in the field when it comes to bike park designs and works all over the world, sharing his skills. Best of all, he is a local boy! Once we have this conceptual design, we can begin the environmental review process per the guidelines under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). We will work to minimize potential conflicts that may arise from neighbors and other users (hikers, runners and equestrians). After completing this review, ARD will consider the results in deciding whether to modify and/or approve the project at this location. Ultimately, we will be seeking final approval from the U.S. Bureau of Reclamation. The Maidu Drive site, as well as the lands surrounding it, is land that is owned by the Bureau of Reclamation and managed by ARD. This will all take a while. At this point, we forecast starting construction at the site (should it be approved) in spring/ summer 2015.



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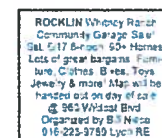
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Other projects that we are currently planning/ developing include:

- New bocce ball courts at Recreation Park. These courts will be constructed in the location of the existing sand volleyball courts.
- Operation and Development Plan. This plan will focus exclusively on Overlook Park, Railhead Park and the Canyon View Community Center. Watch for information on how to share your comments.
- Pickle ball courts at Regional Park. ARD is looking at a couple of different options to bring this popular sport to north Auburn. Building new courts is being weighed against converting an existing tennis court.

For more information on these or any projects, contact Landscape Architect/Project Manager Pamela Vann at (530) 885-0611, ext. 107, or at p vann@auburnrec.com

Thank you for your time reading this column. I realize that it was very heavy on one specific project this month. I will find a better balance in months to come, especially as we roll into our busy program and event season.

Keywords:

Kahl Muscott Auburn Area Recreation and Park District bike park pump track International Mountain Bike Association Recreation Park overlook park Railhead Park Canyon View Community Center

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ARD wants public input on upcoming projects

3 parks are scheduled future development, improvement

 By: [Amy Lobenberg, Journal Staff Writer](#)


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The Auburn Area Recreation and Park District is asking for public input about a proposed operation and development plan that will help the organization create guidelines for managing, developing and maintaining three local parks.

The areas in question are Railhead Park, a 14-acre park featuring two large soccer fields; Overlook Park, a 25-acre park featuring a skate park and views of the American River Canyon; and the Canyon View Community Center, an 18,000-square-foot building sitting on 38 acres.

ARD is specifically interested in hearing from residents about possible improvements to be made to the three sites. This would include new projects and infrastructure upgrades that would be made within the next 10 years.

ARD Administrator Kahl Muscott said he believes that Overlook Park has the most potential for new features and improvements.

"Some of the suggestions have been improving the end of the overlook itself by adding a viewing platform and some turf or landscape," Kahl said. "There have also been some suggestions about adding a kiosk to explain about the canyon. We

have also heard ideas about creating some trails in the area that would be less intimidating than some other trails in the canyon, for beginning hikers. We have talked about wanting to make the canyon less intimidating for people. We want to get them out there because it's such a wonderful treasure."

ARD Director Scott Holbrook said he would like to see improvements made to Railhead Park to encourage more sporting events for families to watch or partake in.

"I would expand the sporting opportunities there and increase the size of the fields," said Holbrook. "It would be nice to create some shade structures for those who want to watch the sports or picnic while they are watching the teams."

He added that costs should be kept in mind when discussing the future park additions.

"The key thing is," he said, "whatever we do needs to be relatively low maintenance. Our general funds are precious, limited and not guaranteed, so all the features that I would be looking at would be very low maintenance."

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ARD director Gordon Ainsleigh said he spends a lot of time at Overlook Park planting trees, which is something he started doing 20 years ago after realizing that his car was baking in the sun while he went on long runs. He said he would like to see improvements made to the park that would discourage criminal behavior.

"Over the weekend I was taking the mistletoe out of an oak (at Overlook Park) and talked to some runners that went by," Ainsleigh said. "The thing I see as the main problem at Overlook is people who take their vehicles out of the parking lot and down the hill to go four-wheel driving. It also appears that there is some drug dealing that goes on in the back corner. I talked to some kids and it's a sweet location, but they are going to lose it because people are dealing drugs back there."

Ainsleigh said he thinks adding surveillance cameras in the park would solve the problem.

"I just regret not thinking of that sooner," said Ainsleigh. "We could put in surveillance video and audio and put a sign up that says, 'Enjoy yourself, but don't do anything illegal because you are under surveillance.'"

To provide suggestions and comment to ARD staff individuals can:


- Visit www.auburnrec.com, which provides information about the operation and development plan, the parks managed by ARD and contact information for sharing suggestions and comments.
- Email Landscape Architect/Project Manager Pamela Vann at pvann@auburnrec.com or call her at (530) 885-0611 extension 107.
- Attend an Acquisition and Development Committee or Board of Directors Meeting. Dates and times of the meetings can be found on the ARD website.


Comments are due by May 16.


Keywords:


[Auburn Area Recreation and Park District](#) [Kahl Muscott](#) [Scott Holbrook](#) [Gordon Ainsleigh](#) [overlook park](#) [Railhead Park](#) [Canyon View Community Center](#)

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