

**AUBURN AREA RECREATION AND PARK DISTRICT
MEETING OF THE ACQUISITION AND DEVELOPMENT COMMITTEE AGENDA
WEDNESDAY, FEBRUARY 17, 2021, 10:00 AM**

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

Due to the current COVID-19 crisis, the public will not be allowed to physically attend the meeting. The public may participate in the meeting through Zoom. The link for this meeting is <https://zoom.us/j/91732932347>. The public can use this link and/or call **1 669 900 6833** Webinar ID: 917 3293 2347 to participate.

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

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

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

1.0 CALL TO ORDER

Gray ____ Ferris ____

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

3.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.

4.0 BUSINESS

4.1 Approval of Minutes from the January 20, 2021 Acquisition & Development Meeting (Pages 3 – 4)

Recommendation: Review and approve minutes.

4.2 Resolution Number 2021-02; Preparation of Atwood III Engineer's Report for Fiscal Year 2021/2022 (Pages 5 – 8)

Shall the Auburn Area Recreation and Park District (District) adopt Resolution Number 2021-02 directing SCI Consulting Group to prepare the Engineer's Report for Fiscal Year 2021-22 for the proposed continuation of the assessment which provide important revenues to fund park and recreation improvements and service for the "Atwood Ranch III Landscaping and Lighting Assessment District"?

4.3 Fiscal Year 2021/2022 Project List and Five-Year Plan Update (Pages 9 – 12)

Shall the Auburn Area Recreation and Park District (ARD) direct staff to begin preliminary work and provide appropriate environmental analysis of the projects on the proposed FY 21/22 Project List, and approve the Five-Year Plan Update?

Discussion items:

1. Bike Park – see attachment – progress on bike park, including volunteer hours and in-kind contributions. **(Page 13)**
2. 2021 – 2022 Project Activity Report – see attachment. **(Pages 14 – 15)**

5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS

None.

6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

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

ADJOURNMENT

2-12-21
Date

10:15 AM
Time

P. Larson
Secretary to the Board

**Auburn Area Recreation and Park District
Minutes of the Acquisition & Development Committee Meeting
Wednesday, January 20, 2021 at 10:00 AM
Canyon View Community Center, Board Room
471 Maidu Drive, Auburn, CA 95603**

1.0 CALL TO ORDER

The meeting of the Acquisition & Development Committee was called to order at 10:00 a.m.

ROLL CALL

Directors Gray and Ferris were present.

.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

The agenda was approved by the Committee.

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

None.

4.0 BUSINESS

4.1 Approval of Minutes from the December 9, 2020 Acquisition & Development Meeting

The minutes from the December 9, 2020 Acquisition & Development Meeting were approved by the Committee.

4.2 24-Acre Site Refined Master Plan

The Committee reviewed and approved the 24-acre site refined master plan and forwarded it to the Board of Directors for review and approval.

Discussion Items:

1. FY 2021/2022 Project List and Five-year Plan Update – see attachment – this item was reviewed by the Committee.
2. 2020 – 2021 Project Activity Report – this item was reviewed with the Committee and staff by Landscape Architect Mike Scheele.

5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS

None.

6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

ADJOURNED

As there was no further business, the meeting was adjourned at 10:35 a.m.

Board Secretary

Date

Item 4.2 Cover sheet – Resolution 2021-02; Preparation of Atwood III Engineer’s Report for FY 2021/2022

**Auburn Area Recreation and Park District Acquisition and Development Meeting
February 17, 2021; Board of Directors meeting February 25, 2021**

The Issue

Shall the Auburn Area Recreation and Park District (District) adopt Resolution 2021-02 directing SCI Consulting Group to prepare the Engineer’s Report for Fiscal Year 2021-22 for the proposed continuation of the assessments which provide important revenues to fund park and recreation improvements and services for the “Atwood Ranch III Landscaping and Lighting Assessment District”?

Background

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

The assessments can continue to be levied annually and can be increased by the change in the San Francisco Bay Area Consumer Price Index, not to exceed 5% per year. Since 2005-06, the assessments have been levied annually and are providing important revenues needed to fund the park and recreation improvements and services. In Fiscal Year 2013-14, the assessments were increased for the first time since it was formed. The assessments were again increased in Fiscal Year 2014-15, by an amount less than the authorized CPI adjustment. In Fiscal Year 2016-17, due to reduced maintenance costs as well as a sizable beginning fund balance available to offset unforeseen expenses, the assessment rate was decreased from \$182.12 per single family equivalent to \$155.10. The same rate was continued in Fiscal Year 2017-18 and was again increased in Fiscal Year 2018-19 to \$168.28 per single family equivalent, in Fiscal Year 2019-20 to \$176.68 per single family equivalent, and in Fiscal Year 2020-21 to \$185.54 per single family equivalent.

In Fiscal Year 2017-18, the Auburn Area RPD undertook a large, unanticipated landscaping project that depleted the District’s General Fund. In Fiscal Year 2018-19, the RPD transferred approximately \$14,600 from the Equipment Replacement Fund into the General Fund to reduce the resulting negative balance. Also in Fiscal Year 2018-19, the RPD included \$4,000 in the Assessment District budget that was also transferred into the General Fund to further reduce the negative balance. In future years, the assessments will continue to rebuild the Equipment Replacement Reserve to levels that will be sufficient for its intended purpose by the time the facilities are expected to be in need of replacement. The necessity to repay the funds borrowed from the General Fund is a major factor requiring the recent assessment rate increases.

In addition, in Fiscal Year 2019-20, the RPD experienced a further depletion of the beginning fund balance due to a large landscaping renovation project, walking pathway repair, and defensible space increase mandated by Cal Fire. The labor, improvement and equipment rental costs will need to be repaid over time, which contributed to the necessity to increase the assessment in Fiscal Year 2020-21.

In order to continue to levy the assessments, the Board will need to approve Resolution No 2021-02 directing SCI Consulting Group, the assessment engineer, to prepare the Engineer's Report for fiscal year 2021-22. This Engineer's Report will include the proposed budget for the continued assessments for fiscal year 2021-22, the updated proposed continued assessments for each parcel in the District, and the proposed continued assessments for fiscal year 2021-22 per single family equivalent benefit unit.

Recommendation for the A&D Committee

Staff recommends that the A&D Committee provide a positive recommendation to the ARD Board of Directors to approve and adopt Resolution 2021-02 directing SCI Consulting Group to prepare the Engineer's Report for fiscal year 2021/22 for the proposed continuation of the Atwood Ranch III assessments, which provide important revenues to fund park and recreation improvements and services.

Fiscal Impact

The fee for completion of the 2021/22 Engineer's Report by SCI is approximately \$1,916. The cost for these fees is part of the annual assessment.

Attachments

Resolution 2021-02

RESOLUTION NO. 2021-02

**A RESOLUTION DIRECTING PREPARATION OF THE ENGINEER'S REPORT
FOR FISCAL YEAR 2021-22**

**FOR THE CONTINUATION OF THE
ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**

**OF THE
AUBURN AREA RECREATION AND PARK DISTRICT**

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

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

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

3. Within the Assessment District, the existing and proposed improvements to be undertaken by the Assessment District are generally described as the installation, maintenance and servicing of public facilities, including but not limited to, playground equipment, irrigation and sprinkler systems, landscaping, turf, park grounds, park facilities, landscape corridors, trails, ponds, wetlands preserve areas, fencing, piers, signage, benches, tables, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, as applicable, for property owned or maintained by the Auburn Area Recreation and Park District. Installation means the construction of recreational improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, playground equipment, recreational facilities and trails. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti, and monitoring of wetlands preserve areas. Servicing means the furnishing of electric current

or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

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

PASSED AND ADOPTED this 25th day of February, 2021 by the following vote, to wit:

- AYES :
- NOES:
- ABSENT:
- ABSTAIN:

H. GORDON AINSLEIGH
CHAIRMAN TO THE BOARD OF DIRECTORS

ATTEST:

PAT LARSON
CLERK TO THE BOARD OF DIRECTORS

Item 4.3 Cover sheet – FY 2021/2022 Project List and Five Year Plan Update

Auburn Area Recreation and Park District Acquisition and Development Committee January, 2021; Board of Directors meeting January, 2021; A&D Committee February, 2021

The Issue

Shall the Auburn Area Recreation and Park District (ARD) direct staff to begin preliminary work and provide appropriate environmental analysis of the projects on the proposed FY 21/22 Project List, and approve the Five Year Plan Update?

Background

ARD staff provides a proposed Project List for each Fiscal Year. This Project List is based off of projects incorporated in the Five-Year Project List as well as any new needs proposed by the community, staff and Board.

The Five-Year Project List is comprised of those projects deemed to be of the highest priority and reflects the District's goal to address needed existing infrastructure upgrades, bring new features into the existing park system and complete potential land acquisition and new park development.

A list of the proposed changes to the FY 21/22 Project List and Five-Year Plan is attached.

Recommendation for the A&D Committee

Review the list, make any changes and send to the Board a positive recommendation to direct staff to begin preliminary work and provide appropriate environmental analysis of the projects on the proposed FY 21/22 Project List, and approve the Five Year Plan Update.

Alternatives available to the A&D Committee

1) Review and provide direction to staff. Bring back to the March, 2021 A&D Committee.

Fiscal Impact

The fiscal impact of the FY 21/22 Project List is indicated on that document.
The fiscal impact of the Five-Year Project List is indicated on those documents.

Attachments

Five Year Project List, including FY 21/22 Project List

Approved, existing Five-Year Project List

Notes to proposed amendments to FY 21/22 Project list and CIP revision

Notes to proposed amendments to FY 21/22 Project list and CIP revision
(these notes only reflect added projects or major changes to the list)

FY 2021/2022 Proposed Revisions

Recreation Park

Rec Shop Floor Repairs: this is an added project. We will be reinforcing the ceiling of the lower maintenance shop, as it sags from the weight of the concrete floor in the bathroom above.

Ashford Park

Ashford Park new irrigation pump: this is an added project. The irrigation pump for the park, including the Dog Park, has failed. A new pump, along with some required new electrical upgrades will be completed in early spring.

Overlook Park

Restroom upgrades: the estimated cost for this project was increased from \$5,000 to \$15,000 to account for the cost of replacing the damaged and worn stall walls.

Regional Park

Pickleball court crack repair: to be done in coordination with the repairs at Meadow Vista Park

Multiple Park

Energy Efficiency Upgrades: these added projects are part of ARD's agreement with Centrica to install solar car ports, LED ballfield lights, a chlorine generation system for Sierra Pool, and a host of other improvements.

FY 2022/2023 Proposed Revisions

Recreation Park

Locker Room floor: moved back to FY 22/23

Regional Park

Pond leak repair: moved back to FY 22/23

Canal repair: moved back to FY 22/23

Ashford Park

Levee repairs and paving: this project, which involves adding a curtain wall and repaving the bridge and driveway to the garage/shop, was moved back to FY 22/23

Overlook Park

Interpretive signage: moved back to FY 22/23

Railhead Park

Parking lot repair/reseal: the estimated cost for this project was increased from \$10,000 to \$15,000.

FY 23/24 Proposed Revisions

Recreation Park

North Playground: moved back to FY 23/24

North Playground path of travel: moved back to FY 23/24

FY 24/25 Proposed Revisions

Meadow Vista Park

Pond island repair: moved back to FY 24/25

Auburn Recreation District Five Year Project List

Green = moved from a previous year
 Pink = new project to list

Project List

2021/2022

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	City Mit.	City Mit.	Grants	Mit. Vernon proceeds
Recreation Park									
Rec Field infield renovation	25,000				10,000	15,000			
James Barmuckia Oxfield	42,000				20,000	22,000			
Wheelchair Swing	60,000					25,000	30,000	5,000	
Rec Shop Floor Repairs	10,000				10,000				
Meadow Vista									
ADA Signage	1,200			1,200					
Parking lot reseal/stripes	15,000				15,000				
Pathway repairs	15,000				15,000				
Pickleball court crack repairs	5,000		5,000						
Ashford Park									
New irrigation pump	45,000	28,000							Equip Rsrv. 17,000
Overlook Park									
Restroom ADA Upgrades	15,000			15,000					
Regional Park									
24 acres Planning/CEQA	120,000	(46,734)			73,266				
24 acre construction docs	110,000				110,000				
Dry Creek playground replace	177,000							177,000	
Pickleball court crack repairs	4,500		4,500						
CVCC									
Bike Park Phase II	200,000	(40,158)			39,842			120,000	
ADA Door	5,000			5,000					
Placer Hillis Park									
Parking Lot repairs	30,000		30,000						
Multiple Parks									
Energy Efficiency Upgrades	2,131,500								Loan 2,131,500
TOTAL	3,161,200	-68,892	39,500	21,200	283,108	62,000	30,000	302,000	0
Estimated Balance Remaining			13,832	630,573	780,287	196,495	0	415,000	

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

Note: Assumes \$50,000/year in ADA reserve funds

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

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

Note: Placer County to use approx. \$350,000

Note: Assumes \$177,000 Grant, \$5,000 donation, and 120,000 in-kind for Bike Park

Discussion Item #1 Cover Sheet – Bike Park

Auburn Area Recreation and Park District (ARD) Acquisition and Development meeting, February, 2021.

Background

On July 22, 2019, Director Gray and Director Ferris requested an ongoing statement showing the progress on the bike park, including volunteer hours and in-kind contributions.

In April, 2020 the Board of Director's approved the fiscal year budget for 2020-21 which included \$200,000 in expenditures for the Bike Park; \$80,000 of which is to be transferred from the Capital Construction Reserves and the remaining \$120,000 from in-kind community sources.

Funding to date

Total cost thus far, including volunteer hours and in-kind contributions total \$595,661.

Volunteer hours contributed are over 958 hours, with an estimated value of \$32,394. *(Based on California Minimum Wage on most & \$50 per hour on tractor work)*

Fund raising for the Bike Park began in fiscal year 2014-2015. This included multiple Food Truck Fiesta Events, a Dinner Event, a Golfing Event, Grants, and donations gathered by Auburn Trails Alliance and local bike shops. **Fundraising and donations** received by ARD total \$85,349.

City Mitigation paid towards the Bike Park in the amount of \$117,300.

County Mitigation funds contributed \$145,000 towards the build and ramps.

ARD has paid \$248,012 in **general fund** expenditures.

ARD General Fund	\$257,318
Volunteer Est. Wages	32,394
Fundraising/Donations	85,349
City Mitigation	117,300
County Mitigation	<u>145,000</u>
Total Project (thus far)	<u>\$595,661</u>

Fiscal Impact for 2020-21 Budget

\$80,000

Attachments

None

2021/2022 PROJECT ACTIVITY REPORT		UPDATED 2/11/21	
PROJECT	EST. COST	NOTES	EST. COMPLETED
RECREATION PARK		PEACH/FLESH COLORED SECTIONS INDICATE NEW ACTIVITY	
James Ballfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	Project is being put out to formal bid February/March in order to help secure a contractor early and start the project June 1st this year.	SEPTEMBER 2021
PLACER HILLS POOL			
ASHFORD PARK	16,500.00	A replacement pump has been chosen and the project will need to be put out to formal bid asap. Modifications will need to be made to the existing chain link pump enclosure and the newly installed irrigation filter in order to accommodate the new pump.	MARCH-APRIL 2021
OVERLOOK PARK			
24 ACRE PROPERTY			
Trail Mapping & Signage Project (2020)	10,000.00	Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months.	SPRING/SUMMER 2021
Statewide Park Development and Community Revitalization Program (SPP) Grant Round 4 (2018/2019)	190,000.00	Final updated master plan for the 24 acres site was accepted by the Board at the January 28th meeting. Dudek's work on CEQA process and preliminary cost estimate for the project remains in progress. Staff is in continued coordination with the consultant regarding the grant application which is due March 12th. Staff has been coordinating with the owners of the Timberline development adjacent the park and have secured an updated/"fresh" Letter Of Intent from them expressing their willingness, contingent on the District receiving a grant, to donate a trail easement along the future extension of Richardson Drive to Bell Road. This trail is being proposed as an earthen trail in the mean time prior to the road extension project.	2020/2021
CVCC			

Bike Park - Construction (2015/2016)	320,000.00	<p>Final adjustments were made to the main bike park sign panels and the order has been placed. Soil to be donated for the Ph. 2 jump area (estimated at between 1000-2000 cubic yards) has fallen through but Granite Bay Excavating will continue to pursue soil from their other projects. Granite Bay Excavating has also agreed to donate brush clearing and minor grading to allow for the construction of the Ph. 2 wooden corral fencing. Fencing contractor Sean Allen was contacted by lead advocate Boyer and has agreed to install the fencing working as a volunteer for the District and Berco Redwood has officially offered to donate the lumber. Staff is revising the preliminary design plans for this watering system to put it out for informal bid later this spring. Berco Redwood has also graciously agreed to donate the lumber for the bike park canal bridge which should reduce the cost enough that staff will be able to put the project out to informal bid.</p>	ONGOING
Maidu Drive Repair (2018/2019)	0.00	<p>On June 30th 2020, the District received word from the Bureau of Recamation that they are submitting a funding request to repair Maidu Drive. It is called a FLTP (Federal Lands Transportation Program) request and the amount they are requesting is \$463,000.00. This request is in competition for funding by other federal projects. Staff was given an opportunity to review and comment on the application and will keep the Board apprised of any updates. The Districts previous offers of 50k, then 25k towards this work were rescinded last year and Staff reminded the Bureau of this. UPDATE: Staff learned on 1/13/21 that the funding request for Maidu Drive came in second place in our region so it did not receive any funds. Apparently the project would have rated higher if there was some cost sharing included in the proposal. Staff will coordinate with the Bureau in the coming months to discuss strategy for future FLTP or other funding sources.</p>	TBD
MEADOW VISTA PARK		<p>Staff is taking inventory of the main asphalt path conditions at the park and putting together a bid package to get quotes and have repairs made in the summer.</p>	SUMMER 2021
MULTI-PARK ITEMS			
Carry over projects from 2018/2019 list in YELLOW			
Fiscal Year Projects Total:	536,500.00		