

Item 8.2 Cover Sheet - Resolution #2019-04 - Preliminary Budget for Fiscal Year 2019/2020

Auburn Area Recreation and Park District Standing Finance Committee meeting February, 2019;
Board of Directors' meeting February, 2019.

The Issue:

The preliminary 2019/2020 budget was submitted to the Finance Committee for review and recommendations. Shall the Auburn Area Recreation and Park District Board of Directors adopt Resolution #2019-04, approving the preliminary FY 2019/2020 budget?

Background:

Staff has met with departmental managers over the past several weeks to finalize budget requests and basic departmental needs for the next fiscal year: 2019/2020.

The attached budget summary sheet outlines the results of these meetings. Overall for the District, the salaries and benefits budget reflect the changes to the salary and benefits negotiated in the 2016/2017-2018/2019 union contract.

Administration:

Staff projects an increase in property tax revenue of 3%, or approximately \$93,000 based on data obtained from Placer County. We feel that this is a fairly conservative estimate given that Proposition 13 allows for a 2% annual increase in property taxes.

Aquatics

No major changes

Customer Service

No major changes

Facilities and Grounds

1. The tree survey report indicates that many more trees will require to be trimmed for safety as well as health of the trees. The budget reflects \$65,000 allocated to this task for 2019/2020.
2. A new Toro Pro Force Blower is to be purchased to increase efficiency for an investment of \$12,000.
3. The successful Agronomic program will continue with additional fields in 2019/2020; including Beggs field, Christian Valley field, Ashley Dog Park, Railhead Soccer Fields A and B, Regional A, B and

C Fields. An additional \$59,200 is being allocated for field for this plan.

4. Regional's pump filter is scheduled to be installed early April, so the expense was moved to the 2019/2019 fiscal year is to be paid from the Equipment Reserves. It is out to bid currently and we are anticipating \$160,000.
5. Recreation Park is in need of Parking Lot Repairs due to a downed tree. We are estimating that cost to be \$15,000.
6. Overlook ADA upgrades to the restroom will be realized at approximately \$35,000, to be funded by Future Capital reserves.
7. Fixed Asset purchases include two new mowers (\$100,000 total for both): they will replace our 1994 Jacobsen Turfcut Mower and our Jacobson Tri King Mower as well as a new Gator Cart to replace the 2003 Cushman Truckster. (\$20,000).
8. Meadow Vista Parking lot will be resealed and restriped. The estimate for this maintenance is \$10,000.
9. Maidu Drive repairs are estimated at \$25,000, to be funded by reserves.
10. Tutor Totter Preschool at Christian Valley Park is scheduled for some maintenance and repairs. \$22,000 for a new roof, \$8,000 for a new HVAC split unit, and \$15,000 for floor repairs. The General Fund will pay for this needed infrastructure.
11. The dance floor in Stella Room at Recreation Park is in need of replacement. \$10,000 is allocated from the General Fund.
12. James Field renovation will be done this fiscal year. The budget reflects the \$250,000 that will be needed for this project.
13. The Bike Park at the Canyon View Community cite will be constructed in May of this fiscal year, and therefore is included in this budget at \$220,000.
14. Regional's ADA Path of travel for the new south end playground will be constructed in the Spring of 2019-2020 (\$40,000).
15. The first phase of planning/design of the 24-Acre property at Regional Park is slated for this year in the amount of \$190,000.
16. Recreation Park's Locker-room floor needs repaired. Our estimates are coming in at approximately \$25,000.

Recreation

No major changes

Youth Services

No major changes

Overall, in 2019/2020 the District has growing expenses which have led us to consider fee increases across the board. We have also reduced hours for two staff members considering Salaries/Benefits in the years to come. Our RDA funds have been reduced in the 2019/2020 fiscal year to \$15,000 anticipating a reduction in that revenue line.

The anticipated budget surplus for 2019/2020 is approximately \$64,600 after required reserves. We propose a transfer to the Future Capital Construction Reserve in the amount of \$50,000.

Recommendation: The Finance Committee recommends some adjustments to the Project list; removing the Overlook Park Planning and CEQA of \$110,000 and that the Board of Directors Review and approve the preliminary budget for 2019/2020.

Attachments: Resolution #2019-04
Summary 2019/2020 budget
Five Year Projected Budgets
Departmental Budgets

Resolution No. 2019 - 04
Before the Governing Board of the
Auburn Area Recreation and Park District
County of Placer, State of California

ADOPTION OF PRELIMINARY BUDGET, GENERAL FUND

WHEREAS, the Auburn Area Recreation and Park District has endeavored to create a Preliminary Budget for Fiscal Year 2019-2020.

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the Preliminary Budget for the Fiscal Year 2019-2020 is hereby adopted in accordance with the following:

REVENUES

Park & Recreation Services Revenue	
Program Revenue	1,273,666.00
Facility Rentals	<u>178,060.00</u>
Total Park & Rec. Services Revenue	1,451,726.00
Government Revenues	
Taxes, Governmental Revenue	<u>3,249,970.00</u>
Total Governmental Revenue	3,249,970.00
Other Revenue	
Interest Revenue	60,120.00
Misc. Revenue	<u>42,290.00</u>
Total Other Revenue	102,410.00
Donations	
Donations, Grant, In kind	<u>11,960.00</u>
Total Donation Revenue	<u>11,960.00</u>
TOTAL OPERATING REVENUES	4,816,066.00
Project and Equipment Revenue	
Misc. Project Revenue	-
Grant Proceeds	-
Contributions/In kind Services Revenue	-
Transfer in from Equipment Reserves	300,000.00
Transfer in from Reserves	<u>632,700.00</u>
Total Project and Equipment Revenue	932,700.00
Park Dedication Revenue	
City Park Dedication Revenue	50,000.00
County Park Dedication Revenue	<u>242,300.00</u>
Total Park Dedication Revenue	292,300.00
TOTAL PROJECT AND EQUIPMENT REVENUES	<u>1,225,000.00</u>
TOTAL REVENUES	6,041,066.00

EXPENDITURES

Program, Administrative and General Expenditures	
Program Expenditures	238,620.00
Operations & Supplies	388,200.00
Utilities Expense	225,480.00
Professional Expenses	65,740.00
Building & Grounds expense	456,770.00
Property Tax Admin. Fees	60,950.00
Election Cost	-
Wages & Benefits	3,239,130.00
Equipment and Land Lease	2,000.00
Fixed Assets	319,710.00
Equipment Reserve Expenditures	
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Total Operating Expenditures	4,996,600.00
Capital Improvement Projects	
General Fund Capital Improvement Projects	79,000.00
ADA reserve projects	-
Future Cap Projects	632,700.00
In-Kind & Other Contribution Projects	-
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Total Project Expenditures	711,700.00
Park Dedication Capital Improvement Projects	
City Park Dedication Project Expenditures	50,000.00
County Park Dedication Project Expenditures	117,300.00
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Total Park Ded. Project Expenditures	167,300.00
TOTAL EXPENDITURES	<u>5,875,600.00</u>
TOTAL REVENUE SURPLUS (DEFICIT)	165,466.00
TO EQUIPMENT RESERVE	50,000.00
TO ADA RESERVE	5,000.00
TO CONTINGENCY (acct 2453)	-
TO CALPERS UNFUNDED LIAB. RESERVE	45,800.00
TO FUTURE CAP CONSTRUCTION RESV.	50,000.00
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OPERATING BUDGET BALANCE	14,666.00

BE IT FURTHER RESOLVED, that the Preliminary Budget is hereby adopted on this 28th day of February, 2019 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.

James S. Ferris
Board of Directors

Kahl Muscott
District Administrator

**AUBURN AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY**

2019/2020 Preliminary Budget

Program revenue	Facility revenue	Misc. revenue	Grants	Interest revenue	Project revenue	Tax revenue	In Kind	Transfer in from		Atwood III taxes	RDA passthru	Equip Reserves	TOTAL	% of Total
								Future Cap & ADA Rev	Future Cap					
		31,390		54,800		3,223,500							3,309,690	55%
F&G	158,240	8,960	2,400	5,320	292,300			632,700		26,470		300,000	3,426,390	24%
Cust Service	17,120												17,120	0%
Recreation	356,600	1,930	9,560										368,090	6%
Youth Services	769,156	3,960	10										773,126	13%
Aquatics	130,790	15,860											146,650	2%
TOTAL	1,273,666	178,060	42,290	60,120	292,300	3,223,500	26,470	632,700	-	300,000	1,175,000	5,041,066	100%	

4.8
1,175,000 (less: City MIT)

Program expense	Operations & supplies	Utilities expense	Prof. expense	Building & grounds	Property Tax administ	Wages & expenses	Benefits & expenses	Fixed assets	Capital Improve.	Capital Improve.	Debt service	Contingency Reserve	TOTAL	% of Total
Administration	115,010		41,610		60,950	354,590	118,040	2,000				45,800	738,000	12%
F&G	140,100	196,350	20,740	403,160		1,005,480	497,180	306,000	800,000	79,000	2,000	55,000	3,505,010	59%
Cust. Service	57,650		1,100			149,620	56,680						265,050	4%
Recreation	191,260	58,160	2,290			176,330	63,740						491,780	8%
Youth Services	38,750	15,410		2,370		514,140	140,460	1,500					712,630	12%
Aquatics	8,610	1,870	29,130	51,240		138,750	24,120	10,210					263,930	4%
TOTAL	238,620	225,480	65,740	456,770	60,950	2,338,910	900,220	319,710	800,000	79,000	2,000	100,800	5,976,400	100%

50,000
Transfer to Future Capital Construction Reserve

Net Revenue

14,666

0.24%

**AUBURN AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY**

2019/2020 Budget

Operating Revenues	Preliminary Budget	%	of total
Program Revenue	\$ 1,273,666	21.1	
Facility Revenue	\$ 178,060	2.9	
Misc. Revenue	\$ 42,290	0.7	
Donations, Grant Revenue and In Kind	\$ 11,960	0.2	
Interest Income	\$ 60,120	1.0	
Transfer in from City & Co. Mitigation	\$ 292,300	4.8	
Tax Revenue	\$ 3,223,500	53.4	
Transfer in from Cap Const & Equip Res	\$ 932,700	15.4	
Misc (atwood etc)	\$ 26,470	0.4	
Total Operating Revenue	\$ 6,041,066	100.00	- 0.00

Expenditures	\$ 1,225,000		
Program Expense	\$ 238,620	4.0%	
Operating & Supplies	\$ 388,200	6.5%	
Utilities Expense	\$ 225,480	3.8%	
Professional Services	\$ 65,740	1.1%	
Building & Grounds Maintenance	\$ 456,770	7.6%	
Property Tax Admin.	\$ 60,950	1.0%	
Wages	\$ 2,338,910	39.1%	
Benefits & Payroll Costs	\$ 900,220	15.1%	
Fixed Asset Expense	\$ 319,710	5.3%	
Capital Improvement Projects Mitigation & Funds	\$ 800,000	13.4%	
Capital Improvement Projects General Fund	\$ 79,000	1.3%	
Debt Services	\$ 2,000	0.0%	
Reserve Deposits (ADA, Conting, GASB)	\$ 100,800	1.7%	
		0.0%	
Total Expenditures	\$ 5,976,400	100	- 0
Net Revenue Over Expenditures	64,666		

Transfer to Future Capital Construction Reserve \$ 50,000

Net Revenue 14,666

Annual Equip Replacement Fund	854,762
Future Capital Construction Fund	887,359
Contingency Reserve	450,000
ADA reserve	20,032

TOTAL RESERVES \$ 2,212,153

	Final Budget									
	18/19	19/20	20/21	21/22	22/23	23/24				
Operating Revenues										
Program Revenue	1,150,375	1,273,666	1,337,349	1,390,843	1,446,477	1,504,336	25.77	25.77	25.77	25.93
Facility Revenue	155,985	178,060	186,963	194,442	202,219	210,308	3.60	3.60	3.60	3.63
Misc. Revenue	54,451	42,290	443,136	43,559	44,430	45,318	0.79	0.79	0.79	0.78
Grants, Donations, in kind	18,330	11,960	362,199	12,500	12,750	13,005	0.23	0.23	0.23	0.22
Interest Income	65,415	60,120	61,924	63,162	65,057	67,009	1.16	1.16	1.16	1.16
Proj Revenue (and in kind)	453,100	292,300	990,000	96,200	100,000	50,000	1.78	1.78	1.78	0.86
Tax Revenue	3,154,645	3,208,500	3,336,840	3,470,314	3,609,126	3,753,491	64.29	64.29	64.29	64.71
Atwood Ill taxes	22,381	26,470	26,999	27,539	28,090	28,652	0.49	0.49	0.49	0.49
RDA	-	15,000	15,000	10,000	5,000	5,000	0.09	0.09	0.09	0.09
Transfer from Reserves	685,073	932,700	214,365	318,600	100,300	123,600	1.79	1.79	1.79	2.13
Total Operating Revenue	5,759,755	6,041,066	6,974,775	5,627,159	5,613,449	5,800,719	100.00	100.00	100.00	100.00
Expenditures										
Program Expense	254,253	238,620	245,779	253,152	258,215	263,379	4.51	4.60	4.60	4.51
Operating & Supplies	363,485	388,200	399,846	411,841	420,078	428,480	7.33	7.48	7.48	7.33
Utilities Expense	211,486	225,480	232,244	239,212	243,996	248,876	4.26	4.35	4.35	4.26
Professional Services	53,100	65,740	67,712	69,744	71,138	72,561	1.24	1.27	1.27	1.24
Building & Grounds Maint	414,860	456,770	470,473	484,587	494,279	504,165	8.63	8.80	8.80	8.63
Property Tax Administration	89,700	60,950	470,473	484,587	494,279	504,165	8.63	8.80	8.80	8.63
Wages	2,231,474	2,338,910	2,479,245	2,627,999	2,777,411	2,944,056	50.39	49.46	49.46	50.39
Benefits & Payroll Costs	807,560	900,220	945,231	992,493	1,025,317	1,076,583	18.43	18.26	18.26	18.43
Fixed Asset Expense	186,886	319,710	60,227	318,600	100,300	123,600	2.12	1.79	1.79	2.12
Capital Imp. Projects	988,319	800,000	1,842,441	96,200	100,000	100,000	1.71	1.78	1.78	1.71
Debt Services	2,000	2,000	2,000	2,040	2,081	2,122	0.04	0.04	0.04	0.04
Misc	-	-	-	-	-	-	0.00	0.00	0.00	0.00
General Fund Projects	40,000	79,000	32,000	38,000	23,600	10,000	0.17	0.42	0.42	0.17
Contingency (ADA)	5,000	5,000	5,000	5,000	5,000	5,000	0.09	0.09	0.09	0.09
Total Expenditures	5,648,123	5,880,600	6,874,198	5,601,646	5,615,256	5,842,856	99.91	99.91	99.91	99.91
EqRes per policy	95800	95800	95800	50000	50000	50000				
Surplus/(deficit)	15,832	64,666	4,777	(24,488)	(51,807)	(92,137)				

Administration 18-19

Prelim

Revenues

Miscellaneous Revenues	FY 18-19 Actual Actual to Date	Mid Year Budget Revision	19/20
Misc. Income -w/c div and other	1,333	150	1,240
Verizon cell lease	29,052	29,046	30,150
501c3 receivable	-	500	0
TOTAL	30,385	29,696	31,390

Interest Income

Interest Revenue other	305	480	200
Interest Revenue - County	64,388	60,335	54,600
TOTAL	64,693	60,815	54,800

Taxes & Gov't Revenues

Current Sec Prop Tax General	2,832,911	2,832,160	2,917,900
Homeowner's Prop. Tax Reductio	22,211	22,608	22,880
Current Unsec Prop Tax General	61,951	58,716	63,810
Suppl. Prop Tax Current	83,937	59,948	86,460
Unitary & Op Non-unitary Tax	111,544	112,370	114,890
Redemptions Gen Taxes	-	(5)	0
Prior Unsec Prop Tax	299	329	310
Timber Tax Guarantee	3	5	10
Prior Supplemental Tax Rev	23	131	30
Prior Secured Prop Taxes	-	(25)	0
Railroad Unitary Prop Taxes	2,144	2,138	2,210
RDA Pass - Throughs	66,261	66,260	15,000
TOTAL	3,181,284	3,154,635	3,223,501

Total Revenues

	3,276,362	3,245,146	3,309,691
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Prelim

Expenditures

Operations & Supplies	FY 18-19 Actual Actual to Date	Mid Year Budget Revision	19/20
Discounts Taken	-	-	0
Finance Charges	(146)	(50)	0
CalCard Incentive	(1,390)	(700)	-1,310
Penalties	400	-	400
Donations Expense	-	500	0
Telephone (CVCC) - Admin	6,690	6,540	7,040
Postage - Admin	1,003	2,080	1,020
Bank Service Charges	-	-	0
Office Supplies	6,113	6,085	6,300
Duplication Costs- Admin	450	870	470
Office Equip. Rental- Admin	4,596	5,330	6,150

Administration

Office Equip Maint - Admin	-	-	0
Dining Expense	798	885	820
Gas/Mileage Expense	1,897	1,640	1,950
General Admin Exp	276	530	290
Liability Insurance	71,585	71,284	77,890
Board Expense	1,486	2,100	1,540
misc Expense	880	30	900
Dues & Subscriptions	9,582	9,250	9,830
Staff Appreciation	(30)	-	50
Staff Development	1,609	420	1,670
Safety Supplies - Administration	-	100	0
Small Office Equipment	-	-	0
TOTAL	105,799	106,894	115,009

Legal Fees	6,770	7,470	10,220
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			Prelim
			19/20
Professional Services	FY 18-19 Actual	Mid Year	
	Actual to Date	Budget Revision	
Professional Services	21,022	19,850	22,290
Accounting/Auditor Fees	8,160	9,000	9,100
Environmental Services	-	-	0
TOTAL	29,182	28,850	31,390

Property Tax/Election Expense			
Property Tax Administration	55,747	55,400	58,540
Election Expense	32,000	32,000	0
LAFCO Fees	2,295	2,300	2,410
TOTAL	90,042	89,700	60,950

			Prelim
			19/20
Salaries/Wages Expenses	FY 18-19 Actual	Mid Year	
	Actual to Date	Budget Revision	
Wages - Admin - Full Time	93,153	90,687	84,590
Wages - Admin - Part Time	108,897	106,049	114,550
Wages- Admin - Board Pay	29,500	29,500	30,000
Wages - District Administrator	121,614	122,333	125,450
TOTAL	353,164	348,569	354,590

Benefits & Payroll Costs			
ER -Taxes - Admin (7.65%)	27,333	27,919	27,740
Employment Expense - Admin	83	83	100

Administration

Fingerprinting	54	54	130
Benefits Expense - Admin	45,832	45,235	45,520
Employer Retirement Exp	34,650	34,171	40,090
Worker's Compensation	3,324	3,222	4,460
TOTAL	111,276	110,684	118,040

Fixed Assets- Equipment

Fixed Assets	-	-	0
Computer Purchases - Admin.	2,500	2,500	2,000
TOTAL	2,500	2,500	2,000

PG&E Lighting Loan	-	-	0
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Total Expenditures

698,733	694,667	692,199
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Total Revenues	3,276,362	3,245,146	3,309,691
Total Expenditures	698,733	694,667	692,199
GASB 68 Reserve	45,800	45,800	4,245
Net Gain (Loss)	2,531,829	2,504,679	2,613,246

Administration

**Customer Service
18-19 Budget
Revenues**

	FY 18-19 Actual	Revised Mid Year Budget	Prelim 19/20
Revenue			
Out of Dist Fees	15,386	12,930	15,390
Out of Dist Fees - Bureau	1,338	1,105	1,340
Return Check Fees	330	230	390
Total	17,054	14,265	17,120
Rents & Concessions			
Total	0	0	0
Miscellaneous Revenue			
Total	0	0	0
Grant Revenue			
Total	0	0	0
Total Revenues	17,054	14,265	17,120

Expenditures

Expenditures			
Cash short/over	-436	-150	0
Merchant fees	11,313	11,700	11,660
Bad Debt	310	1,560	320
Telephone expense	8,671	8,515	8,940
Gift certificates Given Out	843	1,390	870
Postage	0	500	0
Office Supplies	2,451	2,810	2,530
Duplication costs	654	705	680
Office Equipment rental	6,220	6,670	10,270
Office equipment Maintenance	4,867	4,965	5,010
Gas/Mileage Expense	701	805	720
Public Relations/Marketing	14,979	13,780	16,650
Dues and Subscriptions	0	0	0
Safety Supplies	0	60	0

Customer Service

Total Expenditures	254,557	250,881	265,051
Total Revenues	17,054	14,265	17,120
Total Expenditures	254,557	250,881	265,051
Contingency Reserve (2% of expens	2,300	2,509	2,651
Net Gain (Loss)	-239,803	-239,125	-250,582

Customer Service

Recreation 2018-2019 Budget			
Revenues			
		Mid-Year	Prelim
Program Revenue	FY 18-19 Actual	Budget Revised	19/20
Adult Softball	27,308	28,510	23,040
Adult Basketball	8,008	7,590	11,008
Sr. Sports	5,318	4,130	5,318
Adult Volleyball	1,624	1,660	1,624
Pickle Ball	8,625	10,970	8,125
Adult Classes	40,881	36,760	40,881
Adult Classes - Bureau	19,151	16,230	20,021
Bocce Ball	1,060	920	1,060
Youth Basketball	82,716	76,750	91,959
Pee Wee/Short Shots	50	790	0
Youth Classes	38,978	34,320	38,978
Youth Classes - Bureau	539	360	539
Pre School	0	0	0
Youth Camps	21,660	22,220	21,660
Youth Camps - Bureau	14,970	14,750	14,970
Youth Sports Camp	12,451	12,450	12,451
Youth Sports Camp - Bureau	0	9,900	7,200
Special Events	5,157	4,100	5,157
Party in the Park	8,052	7,810	8,052
Ukulele Festival	13,403	17,030	14,003
Food Truck Fiesta	225	0	0
Great Obstacle Scramble	15,011	10,770	16,011
Dead Festival	(1,920)	0	0
Guitar Festival	4,535	4,530	4,535
Auburn Community Festival	9,809	9,070	10,009
Total Program Revenues	337,611	331,620	356,601
Misc. Revenue			
Activity Guide-Advertising Rev.	1,750	1,250	1,750
Miscellaneous Rev	175	1,050	180
TOTAL MISC REVENUE	1,925	2,300	1,930
Grants & Donations			
Youth Assistance Fund - In Dist	27,088	8,430	9,560
Donations - Recreation	0	0	0
TOTAL GRANTS & DONATIONS	27,088	8,430	9,560
Total Revenues	366,624	342,350	368,091
Expenditures			
		Mid-Year	Prelim

Recreation

Program Expenditures	FY 18-19 Actual	Budget Revised	19/20
Instructors - Adult Classes	18,987	17,820	18,990
Inst - A Classes - Bureau	7,391	6,260	7,390
Instructors - Youth Classes	18,391	15,700	18,990
Inst - Y Classes - Bureau	0	0	0
Instructors pre school	0	0	0
Officials - Adult Softball	6,928	7,160	7,280
Officials - Adult Basketball	4,801	5,435	5,160
Officials - Adult Volleyball	0	0	0
Officials - Youth Basketball	19,875	19,935	11,850
Instructors- Youth Camp	30,539	31,620	30,540
Inst - Y Camp - Bureau	8,288	8,290	8,290
Instructors- Youth Sports Camp	0	2,100	0
Inst - Y Sports Camp - Bureau	0	5,400	0
Adult Softball Expense	2,642	3,890	2,520
Adult Basketball Expense	1,073	940	1,100
Adult Volleyball Expense	3,478	3,990	3,580
Pickle Ball/Tennis	1,293	2,493	1,530
Adult Class Expense	666	290	1,000
Bocce Ball Prog Expense	1	200	250
Youth Basketball Expense	33,582	25,670	26,450
Pee Wee/Short Shots	530	530	0
T-Ball	0	0	0
Youth Class Expense	113	630	520
Youth Camp Expense	0	0	0
Youth Sports Camps	0	20	0
Special Events	2,976	2,550	3,065
Party in the Park	8,657	8,640	9,920
Bike Park fundraising expense	14	0	20
Lifestyle Expo	0	105	0
Envision Expo Expense	0	0	0
Ukulele Festival Expense	13,968	14,190	10,150
Food Truck Fiesta	0	0	0
Obstacle	7,765	9,320	8,500
Dead Festival	0	0	0
Guitar Festival	4,356	4,340	4,080
Auburn Community Festival Exp	9,783	9,315	10,080
TOTAL PROGRAM EXP.	206,097	206,833	191,256
Operating Expenditures			
Telephone	507	535	520
Activity Guide	31,129	31,445	35,060
Youth Assistance Expense	15,520	17,015	15,990
Office Supplies	2,452	1,465	2,500
Gas/Mileage	260	520	500
Dues & Subscriptions	493	360	510
Staff Appreciation	89	0	0
Company Celebrations	1,591	1,680	1,900
Staff Development	545	270	510
Small Rec Equipment	455	390	470
Safety Supplies	166	170	200

recreation

TOTAL OPERATING EXP	53,207	53,850	58,160
		Mid-Year	Prelim
	FY 18-19	Budget	
	Actual	Revised	19/20
Professional Services			
Professional Services	2,181	3,340	2,290
Total Professional Services	2,181	3,340	2,290
Salaries/Wages Expenditures			
Wages - Full Time	149,570	149,634	161,160
Wages - Part Time	(173)	(93)	2,850
Wages - Seasonal	1,618	2,584	2,490
Wages - Adult Softball	4,363	4,790	4,200
Wages - Uniform	0	0	0
Wages - Adult Basketball	2,247	2,389	1,900
Wages - Adult Volleyball	0	0	0
Wages - Special Events	6,241	6,650	3,730
Totals	163,866	165,954	176,330
Benefits & Payroll Expenditures			
ER - Taxes - (13.65%)	13,214	13,411	14,390
Employment Expense	60	60	70
Fingerprinting Expense	64	120	70
Benefits Expense	23,809	24,241	25,450
Calpers Exp.	18,337	18,057	19,590
Worker's Comp	3,463	3,452	4,170
Totals	58,947	59,341	63,740
Equipment & Fixed Assets			
Fixed Assets - Recreation	9,277	0	0
Computer Purchases - Rec	1,062	0	0
Totals	10,339	0	0
Total Expenditures	494,637	489,318	491,775
Total Revenues	366,624	342,350	368,091
Total Expenditures	494,637	489,318	491,775
Contingency (1% of expenses)	4,610	4,893	4,918
Net Gain (Loss)	(132,623)	(151,861)	(128,602)

Recreation

Aquatics 18-19 Budget Revenues

	FY 18-19 Actual	Mid-Year Budget Revised	Prelim 19/20
Park & Services Revenue			
Adult Aquatic Activities	9,296	8,810	9,300
Adult Aquatic Activities Placer Hills	1,428	1,420	1,430
Master Swim	4,000	3,830	4,060
Public Swim	32,062	32,680	39,980
Public Swim - Placer Hills Pool	3,585	3,580	4,310
Swim Lessons	27,469	27,450	28,570
Swim Lessons - Placer Hills Pool	8,407	8,400	8,950
Swim Team	23,760	23,310	24,710
Synchro Team	9,330	9,340	9,250
Misc Income	225	200	230
Totals	119,562	119,020	130,791
Rents & Concessions			
Sierra/Splash Pool Rental	10,648	9,960	13,700
Placer Hills Pool rental	1,955	1,830	2,160
Totals	12,603	11,790	15,859
Grants & Donations			
Donation Rev - Aquatics	1,907	0	0
Other Financing Sources			
Transfers from Future Capital Constr.	155,000	205,000	0
Transfers from Equipment Reserv	7,529	7,529	0
Transfers from ADA Reserv	0	0	0
City Mitigation Apportionment	0	0	0
Totals	155,000	212,529	0
Total Revenues	289,072	343,339	146,650

Expenditures

	FY 18-19 Actual	Mid-Year Budget Revised	Prelim 19/20
Program Expenditures			
Instructors - Aquatics	1,881	1,990	1,520
Adult Aquatic Activities Exp.	518	740	750
Public Swim Expenses	2,156	2,160	2,300
Public Swim Expenses PH	426	430	500
Swim Lessons Expenses	263	330	300
Swim Team Expenses	2,572	2,780	2,640

Aquatics

Synchro Team Expenses

576	600	600
8,392	9,030	8,609

Totals

Operations & Supplies

Telephone - Placer Hills Pool

995	930	1,030
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Telephone - Aquatics

95	256	0
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Office Supplies

11	0	10
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Gas Milleage - Aquatics

26	0	30
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Professional Services

0	0	0
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Staff Appreciation- Aquatics

0	0	0
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Staff Development- Aquatics

100	100	100
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Safety Supplies - Aquatics

166	170	200
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Small Equipment

190	0	500
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Small Equipment - PH Pool

0	0	0
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Uniform Exp

0	0	0
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Totals

1,583	1,456	1,870
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Utilities

Gas/Electric - Sierra Pool

29,210	30,650	30,230
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Gas/Electric - Placer Hills

8,401	8,215	8,770
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Reimbursement - Gas/Electric

-11,229	-11,220	-11,790
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Water - Sierra Pool

3,742	4,250	2,940
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Water - Placer Hills

195	240	210
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Reimbursement - Water

-1,169	-1,160	-1,230
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Totals

29,150	30,975	29,128
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Maintenance

Maintenance - Sierra Pool

44,555	41,820	45,200
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Reimbursement - Maintenance

-3,753	-3,750	-3,870
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Maintenance - Placer Hills pool

10,858	11,515	9,910
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Totals

51,660	49,585	51,240
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Salaries/Wages Expenses

Wages - Aquatics Coordinator

FY 18-19 Actual	Mid-Year Budget Revised	Prelim 19/20
25,204	24,658	21,030

Wages - Aqua Coord - Placer Hills

95	0	0
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Wages - Adult aquatics

4,337	3,950	5,250
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Wages - Public Swim

57,613	56,320	60,330
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Wages - Public Swim - PH Pool

6,008	6,050	6,370
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Wages - Swim Lessons

10,202	10,190	10,820
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Wages - Swim Lessons - PH Pool

2,634	2,640	2,800
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Wages - Master Swim

3,821	3,780	5,160
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Wages - Coaches (Swim Team)

9,727	9,750	10,310
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Aaintirc

Wages - Coaches (Synchro)	16,068	16,130	16,680
Totals	135,709	133,468	138,751

Benefits & Payroll Costs

ER -Taxes -(12.65%)	12,898	12,707	14,370
Employment Exp- Aquatics	2,448	2,510	2,600
Fingerprinting Exp- Aquatics	793	780	840
Calpers Exp. 16.444%	2,731	2,721	3,020
Worker's Comp (2.15% x 1.09%)	2,470	2,887	3,290
Totals	21,340	21,605	24,119

Equipment & Fixed Assets

Fixed Assets - Aquatics	17,464	17,690	10,210
Totals	17,464	17,690	10,210

Sierra Pool Renovation Project	209,592	205,000	0
	209,592	205,000	0

Total Expenditures	474,890	468,809	263,927
Total Revenues	289,072	343,339	146,650
Total Expenditures	474,890	468,809	263,927
Contingency 2% of expenses	2,624	4,688	2,639
Net Gain (Loss)	-188,442	-130,158	-119,916

Aquatics

Youth Services 18-19 Budget Revenues			
	FY 18-19 Actual	Revised Mid Year	Prelim 19/20
Alta Vista DSC Revenue	52,775	46,240	67,576
Auburn Elem DSC Revenue	147,298	147,500	165,610
Skyridge DSC Revenue	116,499	106,500	129,350
Rec Day Camp Rev (School & Summer)	222,904	228,060	230,640
Preschool	56,637	57,470	59,470
Newcastle DSC Revenue	105,704	99,700	116,510
TOTAL	701,817	685,470	769,156
Rents & Concessions			
Rock Creek Modular Rent	3,600	3,600	3,960
Miscellaneous Revenue			
	10	10	10
Total Revenues	705,427	689,080	773,126
Expenses			
	FY 18-19 Actual	Revised Mid Year	Prelim 19/20
Program Expenditures			
Alta Vista Program expense	2,753	2,750	2,900
Auburn Elem - Program Expense	2,774	2,550	2,870
Skyridge - Program Expense	3,673	2,990	3,740
Rec Day Camp - Program Exp (Sch. & Sum)	19,987	20,130	20,160
Preschool	5,432	5,290	5,620
Newcastle - Program Expense	3,276	4,680	3,460
	37,895	38,390	38,749
Operations & Supplies			
Telephone - Youth Services (Cell phones)	28	80	90
Telephone - Preschool	0	10	0
Telephone - Rec Day Camp Modular	2,420	2,660	2,460
Telephone - Newcastle	88	110	120
Telephone- Auburn Elem	1,497	1,700	1,540
Telephone - Alta Vista	43	90	100

Youth Services

Wages- (Y.Serv) - Newcastle - PT	70,601	63,790	76,351
Wages - (Y.Serv) - Newcastle Maint	460	420	480
Wages - (Y.Serv) - Preschool	41,658	41,721	46,350
TOTAL WAGES	478,899	459,185	514,140
Benefits & Payroll Costs			
ER Taxes (SS/MC/SUTA/ETT)	42,696	41,410	43,590
Employment Exp- Y.S.	1,403	1,330	1,440
Fingerprinting Exp - Y.S.	754	1,160	780
Benefits Expense - Y.S.	33,150	33,930	34,510
Employer Retirement Exp. YS	37,758	38,510	47,770
Worker's Compensation - Y.S.	9,229	7,625	12,370
TOTAL BENEFITS	124,990	123,965	140,460
Total Salaries & Benefits	603,889	583,150	654,600
			Prelim
	FY 18-19 Actual	Revised Mid Year	19/20
Fixed Assets- Equipment			
Fixed Asset Purchases	7,390	7,391	0
Fixed Asset Purchases (computer)	673	673	1,500
	8,063	8,064	1,500
		0	
Capital Improvement			
	0	0	0
Total Expenditures	662,695	651,794	712,628
Total Revenues	705,427	689,080	773,126
Total Expenditures	662,695	651,794	712,628
Contingency Reserve (1% of expense)	0	0	0
Net Gain (Loss)	42,732	37,286	60,498

Youth Services

Facilities & Grounds 18-19 Budget

Revenues	FY 18-19 Actual	Revised Budget 18-19	Prelim 19/20
Rents and Concessions			
<i>Fee Waivers- Public</i>	(14,539)	(14,280)	(15,090)
<i>Fee Waivers-CVCC Public</i>	(1,738)	(2,070)	(1,910)
<i>Fee Waiver Offset</i>	16,276	16,350	17,000
Blue Bird Room - CVCC	2,250	2,400	2,410
Stella Irving - Rec	119	110	120
Lakeside - Reg	8,947	9,140	11,300
<i>Sierra Room Rental- CVCC</i>	6,701	9,320	9,930
<i>Sunset Room Rental- CVCC</i>	3,253	2,930	3,470
<i>Canyon View Room Rental-CVCC</i>	4,835	3,195	5,170
<i>Foothills Room Rental- CVCC</i>	8,511	7,780	9,200
<i>Oak Room Rental-CVCC</i>	0	0	0
American River Room	4,885	3,460	5,300
Conference Room Rentals	264	210	280
Board Room Rental - CVCC	112	230	130
Conference Modular - Overlook	8,457	9,470	9,050
Gazebo - Rec	170	100	170
Gym - Rec	572	100	610
Gym - Reg	3,647	3,710	3,930
Tutor Totter Lease Agreement	6,473	5,927	6,620
Kitchen - Rec	48	40	50
Kitchen - Reg	0	0	0
Kitchen-CVCC	645	460	820
Picnic Area - Rec	7,178	9,135	7,180
Picnic Area - Reg	1,750	1,570	1,750
Picnic Area - Ashford	1,390	1,480	1,390
Picnic Area - Meadow Vista	3,636	3,965	3,640
Field - Recreation	3,647	3,735	3,730
Field A - Reg	1,582	1,470	1,630
Field - Softball MV	1,267	1,260	1,290
Field - Christian Valley	1,701	1,700	1,710
Field Soccer/Baseball-Winchester	1,820	1,945	1,870
Field "Beggs" - Rec	8,399	6,900	8,600
Field B - Reg	1,572	2,535	1,580
Field "James" - Rec	11,290	7,510	11,650
Field "Chana" - Reg	4,632	5,670	4,830

Facilities and Grounds

Bocce Ball Field Rental	(16)	40	0
Field Soccer - Reg	2,769	2,988	2,900
Field Soccer A- MV	0	0	0
Field Soccer A- Railhead	7,235	7,250	7,380
Field Placer Hills	0	0	0
Field Soccer B- MV	0	0	0
Field Soccer B- Railhead	6,254	6,420	6,550
Field "Pee Wee Soccer" Rental - MV	0	0	0
Field Lining Revenue - Rec	0	0	0
Field Lining Revenue - Reg	80	80	80
Misc Rents & Concessions	3,219	2,630	3,430
Misc Rents & Concessions - Bureau	810	810	810
Custodial Fees	14,750	14,230	15,680
MV cust fee	90	0	0
Set up and Take Down Fees	1,930	2,290	2,000
MV alcohol fee	60	0	0
TOTAL RENTS & CONCESSIONS	146,933	144,195	158,238

Miscellaneous Revenues

MV comm ctr rental	1,360	140	130
Sales of an Asset	9,500	9,500	0
Recycling Revenue	13	0	0
Alcohol permit	3,485	3,595	3,590
Misc Income - F & G	4,901	5,610	5,240
Total Misc Revenue	19,259	18,845	8,960

	FY 18-19 Actual	Revised Budget 18-19	Prelim 19/20
Grants & Donations			
In-Kind Donations	0	0	0
Donations F&G	2,447	1,900	2,400
Pump trac donations	8,274	8,000	0
Stewardship council	0	0	0
TOTAL GRANTS & DONATIONS	10,721	9,900	2,400

Interest Revenue - City Trust	5,011	4,600	5,320
TOTAL Interest Income	5,011	4,600	5,320

Project Revenue - Government

County Mitigation	325,300	325,300	117,300
City Mitigation Revenue	14,127	(4,872)	10,000
Total Project Revenue - Gov	339,427	325,300	127,300

Facilities and Grounds

Restroom Supplies - Rec. Comm Ctr	1,994	2,460	1,920
Restroom Supplies - Reg. Comm. Ctr	1,804	2,120	1,840
Restroom Supplies - CVCC	1,661	2,060	2,050
Sanitation - Rec Toilet	0	0	0
Sanitation- Regional Park- Port. Toilet	5,000	5,430	5,150
Sanitation- CV - Port. Toilet	0	0	0
Sanitation- Winchester Park- Port. Toilet	5,000	5,570	5,150
Sanitation- Rec Park ADA Portab	3,881	3,590	4,380
Sanitation - Reg ADA Toilets	3,881	3,700	4,380
Rec Park - Debris Box	9,249	14,430	10,530
Sanitation- Regional Park - Debris	6,518	6,910	6,890
Sanitation- MV Park- Debris	3,976	4,100	4,560
Sanitation- CVCC - Debris	2,920	2,625	4,050
TOTAL OPERATIONS & SUPPLIES	128,219	132,345	140,099

Revised
Budget Prelim

	FY 18-19 Actual	18-19	19/20
Lights- Rec Pk Beggs Field (LL)	3,122	3,125	3,510
Lighting Reimbursements - Beggs Fld.	(3,345)	(3,095)	(3,720)
Lights- Rec Park James Field (LL)	3,743	3,845	4,260
Lighting Reimbursements - James Fld.	(5,680)	(6,000)	(3,350)
Lights- Recreation Field (LL)	1,135	1,300	1,410
Lighting Reimbursements - Rec Fld.	(1,690)	(1,250)	(2,050)
Gas/Electric - Rec Comm Ctr	3,830	5,120	5,000
Gas/Electric - Reg Comm Ctr	9,438	10,740	9,590
Gas/Elec. - Chr Vly Comm Ctr	901	1,215	1,040
Electric Reimbursements - Chr Vly CC	(691)	(760)	(1,100)
Gas/Electric - CVCC	19,639	21,300	22,830
Gas/Electric - Recreation Park	9,646	10,180	10,130
Lighting Reimb - Rec Park	(335)	0	(350)
Gas/Electric - Reg Park	17,573	18,255	20,720
Lighting Reimbursements - Reg Park	(5,479)	(6,285)	(1,330)
Gas/Electric - Ashford Park	2,555	2,560	2,660
Gas/Elec. - MV Park	4,855	4,840	5,210
Electric - Railhead	3,479	3,455	3,735
Lighting Reimbursements - Railhead	(1,721)	(1,830)	(2,250)
Gas/Electric - Overlook Park	75	0	80
Gas/Electric- Winchester Park	1,204	1,420	1,000
Water - Rec Comm Ctr	4,665	3,300	6,900
Water - Reg Comm Ctr	1,662	1,680	2,330

Facilities and Grounds

Water - Chr Vly Comm Ctr	1,375	1,725	1,650
Water - CVCC	3,518	3,130	4,250
Water - Recreation Park	5,128	5,990	5,310
Water - Regional Park	3,233	3,150	3,840
Water - Ashford Park	4,209	5,000	4,390
Water - MV Park	15,636	17,170	15,010
Water - Chr Vly Park	3,324	2,980	3,460
Water - Railhead Park	4,831	5,970	5,000
Water - CVCC (Park)	2,224	4,110	2,570
Water - Overlook	7,020	6,520	7,550
Water - Placer Hills Park	4,304	4,535	4,575
Water - Winchester Park	0	0	0
Water - Atwood	4,495	4,610	4,900
Water - Chana Field	5,830	6,010	8,580
Sanitation - Rec Park (Sewer)	9,344	9,050	9,810
Sanitation - Railhead (Sewer)	174	300	180
Sanitation - Regional Park - (Sewer)	15,103	15,103	15,860
Sanitation - Ashford Park (Sewer)	1,642	1,643	1,720
Sanitation - Overlook (Sewer)	736	800	740
Sanitation - CVCC (Sewer)	10,189	9,600	10,700
TOTAL UTILITIES	170,896	180,511	196,350

Revised
Budget

Prelim

	FY 18-19 Actual	18-19	19/20
Professional Services			
Professional Services	4,900	4,000	12,510
Professional Services - Atwood III	7,645	9,280	7,980
Atwood - County Admin Coll Fee	0	300	250
Total Professional Services	12,545	13,580	20,740

Building & Grounds Maintenance

Equipment Rental - F & G	1,025	2,340	1,060
District Vehicles Maint - F & G	16,916	15,130	22,090
Maint - Recreation Field	7,845	8,195	7,470
Maint - CV Baseball Field	54	60	4,930
Maint - James Field	15,250	17,670	8,300
Maint - Beggs Field	4,391	16,390	10,270
Maint & Repairs - Equipment	27,339	25,210	28,550
Maint- Rec Park - Irrigation Pump	0	0	0
Maint- Reg Park - Irrigation Pump	0	0	0
Maint- Ashford Park - Irrigation Pump	0	0	4,600

Facilities and Grounds

Maint- MV Park - Irrigation Pump	0	0	0
Maint - Winchester - Irrigation Pump	0	0	4,600
Maint - M.V. Soccer Field	1,050	1,050	1,100
Maint- Winchester Field	1,390	860	1,490
Maint - M.V. Tennis Courts	5,030	5,030	530
Maint - Recreation Park	13,267	14,690	16,010
Maint - Regional Park	50,742	43,710	37,540
Maint - Ashford Park	6,762	7,490	8,580
Maint - Meadow Vista Park	9,659	11,050	11,020
Maint - Christian Valley Park	5,326	5,930	20,570
Maint - Railhead Park	3,205	3,410	4,340
Maint- CVCC Park	4,252	4,510	6,240
Maint - Overlook Park	7,244	7,940	7,700
Maint - Placer Hills Park	1,555	1,370	1,630
Maint - Pocket Parks	833	2,120	880
Maint - Mt. Vernon Park	725	730	3,630
Maint - Winchester Park	5,093	5,200	5,270
Maint - Atwood III	1,716	3,295	2,090
Maint-Shockley	33,195	33,820	8,670
Maint-Ashley dog park	7,001	4,135	16,660
Maint - Recreation Comm Ctr	12,874	11,820	23,250
Maint - Regional Comm Ctr	9,176	10,180	9,630
Maint - Christian Valley Comm Ctr	4,923	410	6,930
Maint - CVCC	4,198	7,435	4,440
Maint - Overlook Modular	464	600	480
Maint - Regional Tennis Courts	4,500	5,190	340
Maint - MV Soccer A Field	0	0	260
Maint - RH Soccer A Field	94	100	5,190
Maint - PH Soccer Field	0	0	260
Maint - Regional Field Soccer	4,745	3,490	2,010
Maint - MV PeeWee Soccer	0	0	0
Maint - RH Soccer B Field	0	0	4,700
Maint - Regional Field A	14,696	15,832	12,350
Maint - MV Softball Field	61	60	370
Maint - Regional Field B	3,080	3,073	12,830
Maint - Regional Field C	1,111	1,980	5,860
Tree Maint Rec Park	26,378	27,650	30,000
Tree Maint Reg	0	2,050	35,000
Tree Maint Ashford	17,305	16,050	(0)
Tree Maint MV park	6,500	7,650	0
Tree Maint PH Park	2,880	2,880	0
Tree Maint Railhead Park	0	0	0

Facilities and Grounds

Tree Maint Pocket Parks	0	0	0
Vandalism Repairs Exp.	3,283	3,440	3,440
TOTAL MAINTENANCE	347,133	361,225	403,160

Salaries/Wages Expenses	FY 18-19	Revised	Prelim
	Actual	Budget	19/20
Wages - Fac Attend - Rec Park	60,383	60,460	62,300
Wages - Fac Attend - CVCC	32,989	33,025	34,300
Wages - Fac Attend - Reg Park	27,735	28,099	29,200
Wages - Management	140,820	145,753	141,240
Wages - Rec Park	292,342	301,041	318,210
Wages - Reg Park	197,999	198,270	218,860
Wages - Ashford Park	19,776	27,220	20,600
Wages - Meadow Vista Park	44,245	44,580	43,600
Wages - CV Comm Ctr	12,869	12,920	13,720
Wages - Railhead Park	15,999	19,815	17,100
Wages - CVCC	12,396	13,270	14,010
Wages - Overlook Park	18,823	20,450	20,240
Wages - Placer Hills Park	22,456	22,240	23,490
Wages - Pocket Parks	10,005	10,365	10,890
Wages- Mt. Vernon Park	1,213	1,200	1,570
Wages - Winchester Park	6,515	7,600	7,160
Wages - Atwood	7,787	8,460	8,070
Wages - Shockley	2,722	3,070	3,050
Wages - Other Projects	0	0	0
Wages - Special Events	4,002	6,230	4,270
Wages - Uniform Allowance	12,795	13,830	13,600
	943,871	977,898	1,005,480

	FY 18-19	Revised	Prelim
	Actual	Budget	19/20
ER -Taxes - F & G (7.65%)	75,233	77,237	80,690
Employment Expense - F & G	1,767	2,500	2,230
Fingerprinting Exp. - F & G	327	520	470
Benefits Expense - F & G	175,840	188,421	208,370
Employer Retirement Exp.	94,223	95,365	112,850
Worker's Comp.	77,276	76,701	92,570
TOTAL BENEFITS & PAYROLL COSTS	424,666	440,744	497,180

Facilities and Grounds

TOTAL SALARIES, BENEFITS **1,368,537** **1,418,642** **1,502,660**

Fixed Assets

Fixed Asset Purchases - F&G	151,906	154,232	300,000
Fixed Asset Purchases - Bureau	0	0	0
Computer Purchases	3,240	1,200	6,000
TOTAL FIXED ASSETS	155,146	155,432	306,000

Lease Purchase Princ/Interest

Principal/COP - Regional Gym	0	0	0
Interest - COP Regional Gym	0	0	0
TOTAL LEASE COSTS	0	0	0

Rent

Bureau of Reclamation Lease	0	0	0
Rec Park Lease UPPR	1,975	2,000	0
TOTAL RENT	1,975	2,000	0

	FY 18-19 Actual	Revised Budget 18-19	Prelim 19/20
Sierra Pool - Bleachers & Shade Structure	72,402	61,903	0
Rec - Bocce Fencing	7,750	7,750	0
Bike Park Construction	221,640	225,000	225,000
CVCC Road Improvements	50,000	0	25,000
Overlook Area Planning/CEQA	50	50	0
Reparian Vegetation Management Permi	8,481		0
Reg - POT to Tennis Courts	41,500	0	41,500
Herschel Young Park	8,800	8,800	0
MV Bathroom ADA renovation	48,025	48,000	0
Ashford - Drainage Pipe Repair	6,000	6,000	0
Reg - Dry Creek ADA Improvements	23,188	23,188	0
Reg - Pathway Repairs	51,441	51,441	0
Operation/Development Plan	618	618	5,000
Reg - New Playground South end	120,054	128,000	0
Reg - Sec Cameras Gym/Lakeside	24,710	24,710	0
Reg - Pond Pump	150,009	150,000	0
Overlook ADA upgrades	0	0	35,000
MV Parking Lot Reseal/Stripe	0	0	10,000
Veteran's Park Improvements	10,000	0	0
Rec - New Security Cameras	0	37,000	0
Rotary - Railhead Project	5,000	5,000	0

Facilities

Rec - Parking Lot repairs	0	0	15,000
REG - 24 Acres Planning/CEQA	0	0	190,000
Tutor Totter Floor Replacement	0	0	15,000
Tutor Totter Roof	0	0	22,000
Infrastructure Upkeep	0	0	12,000
REC - James Field Renovation	0		250,000
Wheelchair Swing			0
Reg - Path of Travel to Playground	0		40,000
Rec - Lockerroom Floor	0		25,000
Stella Room Floor	0	0	10,000
Total Capital Improvements (Funded)	849,668	777,460	920,500
TOTAL CAP IMPROVEMENT	849,668	777,460	920,500
TOTAL EXPENDITURES	3,013,694	3,041,195	3,494,292
Total Revenues	653,367	1,126,400	328,688
Total Expenditures	3,013,694	3,041,195	3,494,292
Contingency Fund 1% of total ex	0	0	0
Restricted reserve for equip repl	0	0	0
Net Gain (Loss)	(2,360,327)	(1,914,795)	(3,165,604)

Auburn Recreation District Five Year Project List

2019/2020

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind	Equip. Res.	Notes/Postponed
25,032 836,818 607,038 475,326 792,679											
<i>Recreation Park</i>											
James Field major renovation	250,000				250,000						Mvd \$170,000 from City Mit
Parking lot Repairs	15,000		15,000								Added
Stella Dance Floor Replacement	10,000		10,000								Added
Locker room Floor	25,000				25,000						Added
<i>Regional Park</i>											
POT tennis courts											41,500 from 2018-2019
POT for South end Playground	40,000				40,000						
<i>24 Acre Preliminary work</i>											
Planning/CEQA	190,000				190,000						Reduced from \$245,000
<i>Meadow Vista</i>											
Parking lot reseal/restripe	10,000				10,000						
Tennis-courts-resurface	25,000										25,000 Cancelled
Pickle-ball-resurface	25,000										25,000 Cancelled
<i>Christian Valley Park</i>											
Tutor Totter Roof	22,000		22,000								Added
Tutor Totter Floor Replacement	15,000		15,000								Added
<i>CVCC</i>											
Bike Park	225,000	(8,000.00)			49,700	117,300	50,000				Mvd from 2018-2019
Maidu Dr. repair	25,000				25,000						Red. from \$50,000
<i>Overlook Park</i>											
Restroom ADA upgrades	35,000				35,000						Incr fr \$25,000
Planning-Design-and-CEQA	440,000										110,000 Cancelled
TOTAL	862,000	(8,000.00)	62,000	0	624,700	117,300	50,000	0	0	0	
25,032 212,118 489,738 425,326 792,679											
Estimated Balance Remaining											

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

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

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

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

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

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

862,000	all projects	624,700	Reserves
62,000	Less: General Fund	167,300	Project Revenue
800,000	Capital Impr Projects	792,000	Funds for Projects

Item 8.3 Cover sheet – Proposed Fee Increases: Facility and Field Rentals; Public Swim

Auburn Area Recreation and Park District (ARD) Policy and Fee Committee meeting February 20, 2019;
Board of Directors meeting, February 28, 2019

The Issue

Shall the Auburn Area Recreation and Park District (ARD) increase fees for the rental of facilities and fields, and increase the entry fee for public swim for FY19/20 – FY21/22?

Background

ARD charges fees for the rentals of its facilities and fields. It also charges an entry fee for the Sierra/Splash Pool and the Placer Hills Pool. These fees have not been increased since 2014. ARD has strived to keep its fees stable, however the increased costs of doing business has eaten into our ability to match this goal. Since FY15/16, ARD has seen its costs increase on several fronts, without a corresponding increase in revenue. A review of some the larger line items from the ARD budget demonstrates this fact:

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>		
Tax Rev	2,851,024	2,999,467	3,117,858	266,834	9%
Rentals	176,900	191,229	141,135	(35,765)	-20%
Programs	1,009,945	1,072,705	1,166,056	156,111	15%
	4,037,869	4,263,401	4,425,049	387,180	10%
	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>		
Operations	296,975	319,368	360,855	63,880	22%
Maintenance	256,765	302,001	451,332	194,567	76%
Wages/Benefits	2,353,447	2,522,272	2,806,384	452,937	19%
	2,907,187	3,143,641	3,618,571	711,384	24%

In 2010 voters approved Proposition 26, the Supermajority Vote to Pass New Taxes and Fees Act. Proposition 26 amends Section 3 of Article XIII A and Section 1 of Article XIII C of the California Constitution to provide that a new levy, charge, or exaction of any kind imposed, increased, or extended by a local government is a tax unless an exception applies. Exceptions to Proposition 26 include the following: government service or product fees (example: fees for parks and recreation classes); special benefit or privilege (a fee that provides a special benefit to the person paying the fee). Prop 26 provides that any fees imposed using these exceptions must not exceed the agencies reasonable costs.

Calculating the cost of service per person or group for a specific program or service is challenging for most Park and Recreation programs. Since multiple uses can occur at a facility at one time, deriving costs for each service is difficult.

According to the requirements outlined in Proposition 26, the District must establish user fees and fees for service based on the cost of providing the service, which will include direct, indirect, and capital costs. No fee shall exceed the costs reasonably borne by the District in providing the service (Gov. Code 61123). In order to levy a new fee or service charge, staff must follow these requirements (Gov. Code 66018):

- Must hold at least one open and public hearing;
- Any action taken to levy a new fee shall be taken only by ordinance or resolution; and
- A general explanation of the matter to be considered shall be published in accordance with section 6062a of the Government Code.

Staff has proposed three years worth of increases. These increases are detailed in the attached documents.

ARD Policies regarding fees are as follows (all are excerpts):

From the Board Responsibilities and Procedures Manual:

BOARD RESPONSIBILITIES.

7. Review, evaluate, and approve the following:
 - A. Evaluate and make recommendations regarding policies.
 - B. Approve fees and charges for recreation facilities and parks.

PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE.

The Program, Personnel, Policy, Fee and Legal Review Committee has an agenda, is generally composed of two Board Members and is responsible for the following:

7. Review proposed changes to all rentals and other fees. This includes, but is not limited to: Processing fees, rental fees, custodial fees, and public swim fees. Program fees will not be reviewed unless specifically requested by a Board member, staff or member of the public.

From the District Policies and Procedures Manual

XXI. Use of Outdoor Fields and Facilities

- D. Field Fees & Proceedings:
 1. Fees: Refer to established Schedule of Fees as approved by Board of Directors.

XXIV. Use of Picnic Facilities

H. Fees/Cancellation:

- 1. All fees will be established by the Board and listed in the Schedule of Fees.

XXV. Use of Indoor Facilities

- A. The Community Centers and other indoor facilities may be used by residents and organizations within District boundaries. Out-of-District organizations and/or individuals will pay surcharges as established in the Schedule of Fees by the Board of Directors.
- F. Schedule of Fees for Indoor Facilities. See Schedule of Fees established by the Board of Directors.

XXVIII. Fee Negotiations

Fees may be negotiable for long term contracts. Contact the Customer Service/Marketing Manager for details.

Recommendation for the Board of Directors

The ARD Policy Committee forwarded this item to the Board with a positive recommendation to review, provide feedback and set a hearing date for the three years worth of fee increases at the March 28, 2019 Board of Director’s meeting.

The Policy Committee recommended not increasing the fees on fields due to issues with field conditions on ballfields at Recreation Park.

Fiscal Impact

The estimated fiscal impact of these fee increase are as follows:

Proposed Fees - Fiscal Impacts

	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>3 Year Total</u>	
Public Swim	8,640	8,640	17,490	34,770	
Facilities	5,870	10,020	14,670	30,560	
Fields	1,570	4,260	7,163	12,993	
Pool Rental	3,260	4,050	5,050	12,360	
	19,340	26,970	44,373	90,683	Cumulative
Increases per year	19,340	7,630	17,403		

Attachments

Proposed fee increases – Aquatics

Proposed fee increases – Facility Rentals

Proposed fee increases – Field Rentals

Fee comparisons with other agencies

Aquatic Fee Increases

2019-2020 (15%)

Pool Rentals	Group A/B	New Rate	Group C/D	New Rate
Marsha Skinner Pool	\$200.00	\$230.00	\$300.00	\$345.00
Splash Pool	\$150.00	\$180.00	\$250.00	\$290.00
Meadow Vista Pool	\$150.00	\$180.00	\$250.00	\$290.00

Public Swim	Current Rate	New Rate
6 & under	\$2.00	\$3.00
7 & older	\$3.00	\$4.00
Swim Pass	Current Rate	New Rate
Individual	\$60.00	\$50.00
Family prior to 6/1	\$155.00	\$140.00
	\$155.00	\$140.00

Decrease
Decrease

High School Swim Teams

Rental	Current Rate	New Rate
Season	Cost	Cost + 10%

2020-2021 (5%)

Pool Rentals	Group A/B	New Rate	Group C/D	New Rate
Marsha Skinner Pool	\$230.00	\$242.00	\$345.00	\$363.00
Splash Pool	\$180.00	\$190.00	\$290.00	\$305.00
Meadow Vista Pool	\$180.00	\$190.00	\$290.00	\$305.00

Public Swim	Current Rate	New Rate
6 & under	\$3.00	\$3.00
7 & older	\$4.00	\$4.00
Swim Pass	Current Rate	New Rate
Individual	\$50.00	\$50.00
Family prior to 6/1	\$140.00	\$140.00
	\$140.00	\$125.00

No Change
No Change

No Change
No Change
Decrease

High School Swim Teams

Rental	Current Rate	New Rate
Season	Cost + 10%	Cost + 13%

Aquatic Fee Increases

2021-2022 (5%)

Pool Rentals	Group A/B	New Rate	Group C/D	New Rate
Marsha Skinner Pool	\$242.00	\$254.00	\$345.00	\$362.00
Splash Pool	\$190.00	\$200.00	\$290.00	\$305.00
Meadow Vista Pool	\$190.00	\$200.00	\$290.00	\$305.00

Public Swim	Current Rate	New Rate
6 & under	\$3.00	\$4.00
7 & older	\$4.00	\$5.00
Swim Pass	Current Rate	New Rate
Individual	\$50.00	\$50.00
Family	\$140.00	\$140.00
prior to 6/1	\$140.00	\$125.00

No Change

No Change

No Change

High School Swim Teams

Rental	Current Rate	New Rate
Season	Cost + 13%	Cost + 15%

Proposed rate increases for Facility Rentals

2020-2021

Rooms	Group A/B			Group C/D		
	Per Hour	5%	New \$	Per Hour	5%	New \$
Sierra Room	49.50	2.48	52.00	77.00	3.85	81.00
Foothills Rm	44.00	2.20	46.00	71.50	3.58	75.00
Canyon View Rm	44.00	2.20	46.00	60.50	3.03	64.00
Sunset Rm	33.00	1.65	35.00	49.50	2.48	52.00
Board Rm	44.00	2.20	46.00	55.00	2.75	58.00
Lakeside Rm	44.00	2.20	46.00	71.50	3.58	75.00
Kitch-CVCC	27.50	1.38	29.00	44.00	2.20	46.00
Kitch-Regional	16.50	0.83	17.00	27.50	1.38	29.00

2019-2020

Rooms	Group A/B		Group C/D	
	Per Hour	10%	Per Hour	10%
Sierra Room	45.00	4.50	70.00	7.00
Foothills Rm	40.00	4.00	65.00	6.50
Canyon View Rm	40.00	4.00	55.00	5.50
Sunset Rm	30.00	3.00	45.00	4.50
Board Rm	40.00	4.00	50.00	5.00
Lakeside Rm	40.00	4.00	65.00	6.50
Kitch-CVCC	25.00	2.50	40.00	4.00
Kitch-Regional	15.00	1.50	25.00	2.50

Additional Fees (all groups)	Increase	Proposed
Rental Deposit Fee	No Change	\$400.00
Out-Of-District Fee	No Change	\$50.00
Alcohol Permit Fee	10.00	\$40.00
Custodial Fee	10.00	\$40.00
Set Up/Take Down	30.00	\$100.00

Note: \$60.00 custodial fee for groups over 100.

Group A/B COMBINED	
Regional & Rec Gym	Hourly
	\$39.00
	Hourly
	\$43.00
	Custodial Fee: \$30 per day
	\$40.00

All other groups with sports-related events: \$50 per hour
 Gym rental for non sport related events: \$80.00 per hour, minimum of 2 hours

Outdoor Facilities	Res half day	Res. full day	NR half day	NR full day
Picnic Units (per unit)	\$50.00	\$75.00	\$60.00	\$85.00
Gazebos	Res full day	NR full day	Picnic units hold approx. 50 people. \$40 custodial fee will be applied per unit.	
Front Gazebo	\$40.00	\$60.00		
Back Gazebo	\$90.00	\$100.00		

Additional Fees (all groups)	5%	Proposed
Rental Deposit Fee	No Change	\$400.00
Out-Of-District Fee	2.50	\$52.50
Alcohol Permit Fee	1.50	\$41.50
Custodial Fee	1.50	\$41.50
Set Up/Take Down	1.50	\$101.50

Note: \$80.00 custodial fee for groups over 100.

Group A/B COMBINED	
Regional & Rec Gym	Hourly
	\$43.00
	Hourly
	\$2.15
	Custodial Fee: \$40 per day
	\$2.00

All other groups with sports-related events: \$60 per hour
 Gym rental for non sport related events: \$90.00 per hour, minimum of 2 hours

Outdoor Facilities	Res half day	Res. full day	NR half day	NR full day
Picnic Units (per unit)	\$50.00	\$75.00	\$62.00	\$88.00
Gazebos	Res full day	NR full day	Picnic units hold approx. 50 people. \$40 custodial fee will be applied per unit.	
Front Gazebo	\$40.00	\$60.00		
Back Gazebo	\$90.00	\$100.00		

Proposed rate increases for Facility Rentals

2021-2022

Rooms	Group A/B		Group C/D	
	Option 1	Option 1	Option 1	Option 1
	Per Hour	5%	New \$	5%
Sierra Room	52.00	2.60	55.00	81.00
Foothills Rm	46.00	2.30	48.00	75.00
Canyon View Rm	46.00	2.30	48.00	64.00
Sunset Rm	35.00	1.75	37.00	52.00
Board Rm	46.00	2.30	48.00	58.00
Lakeside Rm	46.00	2.30	48.00	75.00
Kitch-CVCC	29.00	1.45	30.50	46.00
Kitch-Regional	17.00	0.85	18.00	29.00
				1.45
				30.50

Additional Fees (all groups)	5%	Proposed
Rental Deposit Fee	\$400.00	No Change
Out-Of-District Fee	\$52.50	2.63
Alcohol Permit Fee	\$41.50	2.08
Custodial Fee	\$41.50	2.08
Set Up/Take Down	\$101.50	5.08
Note: \$84.00 custodial fee for groups over 100.	4.00	\$88.00

Group A/B COMBINED		5%	Proposed
Regional & Rec Gym	hourly	\$2.25	47.00
	Custodial Fee: \$42 per day	\$2.10	44.00

All other groups with sports-related events: \$63 per hour		5%	Proposed
Gym rental for non sport related events: \$95.00 per hour, minimum of 2 hours		3.15	\$66.00
		\$4.75	\$100.00

Outdoor Facilities	Res half day	3%	Proposed	Res full day	3%	Proposed	NR half day	NR full day
Picnic Units (per unit)	\$51.50	\$1.55	\$53.00	\$77.00	\$2.31	\$79.00	\$64.00	\$91.00
Gazebos	Res full day	3% <td>Proposed</td> <td>NR full day</td> <td>3% <td>Proposed</td> <td></td> <td></td> </td>	Proposed	NR full day	3% <td>Proposed</td> <td></td> <td></td>	Proposed		
Front Gazebo	\$41.50	\$1.25	\$43.00	\$62.00	\$1.86	\$64.00		
Back Gazebo	\$92.50	\$2.78	\$95.00	\$103.00	\$3.09	\$106.00		

PROPOSED FOR '19 - '20 (ANY NEW RESERVATIONS made AFTER APRIL 1st)

GROUP A: Activities sponsored or conducted by a volunteer organization, the majority of which are 17 years of age and under who have adult leaders or chaperones (i.e. Boy Scouts, Girl Scouts, Little League, etc)

GROUP B: Meetings or similar activities of resident, civic, or service organization; Non profit groups, such as Red Cross, schools, or other resident adult organizations where there is no fee charged for participation.

GROUP C: Private Citizens' parties/receptions where the primary function is social.

GROUP D: Activities sponsored by a business, corporation, or other firm where their interest is in profit making.

Fields	Group A			Group B			Group C			Group D		
	Hourly	5%	Proposed	Hourly	5%	Proposed	Hourly	5%	Proposed	Hourly	5%	Proposed
Recreation Field	\$9.61	\$0.48	\$10.00	\$19.21	\$0.96	20.00	\$26.78	\$1.34	\$28.00	\$35.33	\$1.77	\$37.00
Beggs Field	\$10.66	\$0.53	\$11.00	\$24.52	\$1.23	26.00	\$31.97	\$1.60	\$33.50	\$40.53	\$2.03	\$42.50
James Field	\$18.25	\$0.91	\$19.00	\$25.40	\$1.27	26.50	\$33.50	\$1.68	\$35.00	\$41.60	\$2.08	\$43.50
Regional A Softball	\$18.11	\$0.91	\$19.00	\$23.47	\$1.17	25.50	\$30.92	\$1.55	\$32.50	\$39.45	\$1.97	\$41.50
Regional B Softball	\$17.06	\$0.85	\$18.00	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
Regional C Softball	\$17.06	\$0.85	\$18.00	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
Regional Soccer Field	\$12.81	\$0.64	\$13.50	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
MV Soccer A/B	\$13.20	\$0.66	\$14.00	\$23.35	\$1.17	24.50	\$30.45	\$1.52	\$32.00	\$38.60	\$1.93	\$40.50
MV Pee Wee Soccer	\$8.15	\$0.41	\$8.50	\$15.25	\$0.76	16.00	\$23.35	\$1.17	\$24.50	\$30.45	\$1.52	\$32.00
MV Softball	\$16.25	\$0.81	\$17.00	\$18.30	\$0.92	19.00	\$25.50	\$1.28	\$27.00	\$33.50	\$1.68	\$35.00
Railhead A Field	\$12.20	\$0.61	\$13.00	\$23.35	\$1.17	24.50	\$30.45	\$1.52	\$32.00	\$38.60	\$1.93	\$40.50
Railhead B Field	\$12.20	\$0.61	\$13.00	\$23.35	\$1.17	24.50	\$30.45	\$1.52	\$32.00	\$38.60	\$1.93	\$40.50
Christian Valley Field	\$9.61	\$0.48	\$10.00	\$16.01	\$0.80	17.00	\$24.52	\$1.23	\$26.00	\$31.97	\$1.60	\$33.50
Winchester Field	\$17.06	\$0.85	\$18.00	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
Placer Hills Field	\$7.51	\$0.38	\$8.00	\$16.01	\$0.80	17.00	\$24.82	\$1.24	\$26.00	\$31.97	\$1.60	\$33.50

Out of District fees: \$75 per hour for James field, \$60 per hour for all other fields.

NO Change to Out of District Fees

Tournament Packages

Tournament Location	All Groups					
	1/2 Day 9am-3pm, 6 hours	5%	Proposed	All day 9am-9pm, 12 hours	5%	Proposed
Recreation Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Regional Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Fairgrounds Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Regional Soccer Field	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Railhead Soccer Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00

	Increase	Proposed
Lights	\$25.00 per hour	\$5.00
Field Lining-Softball Fields only	\$40.00	\$10.00
Custodial Fee over 100 people	\$60.00	\$60.00
Alcohol/Permit Fee	\$30.00	\$40.00
Field Lining-Soccer Fields only	\$255.00	\$25.50
		\$280.00

NO Change

Fields

FEE COMPARISONS

Rocklin

Softball and Baseball fields:

\$20 p/hr for residents	\$25 p/hr for non-residents
½ day rental (6 hrs)	\$100 p/hr for residents \$125 NR
Full day (12 hrs)	\$200 p/hr for residents \$250 NR

Soccer Fields:

\$30 p/hr for residents	\$40 p/hr for NR
½ day rental (6 hrs)	\$150 p/hr for residents \$190 NR
Full day (12 hrs)	\$250 p/hr for residents \$300 NR

City has a MOU with different leagues that they do not charge for field usage. However, they are planning to change this and use a fee schedule similar to Roseville and W. Sacramento, which is charging per player (\$5 to \$25 per player depending on the league & sport).

City does not have a pool to rent for private parties.

Rocklin continued

Picnic sites at Johnson Park:

3 sites with maximum capacity of 350 people

\$100 per site

Indoor facilities:

Garden Room: 1870 sf 100 people

M-Thu \$125 p/hr minimum 6 hrs

Fri & Sun \$140 8 hrs

Sat \$150 10 hrs

Spring View: 2691 sf 381 people

M-Fri \$90 3 hrs

Sat & Sun \$90 6 hrs

Alpine Room: Capacity 28 people

Sat & Sun \$55 p/hr 3 hrs

Ballroom: 4928 sf 500 dining 775 standing – includes a
luxurious lobby + sound system

M-Thu \$150 p/hr minimum 6 hrs

Fri & Sun \$175 p/hr 8 hrs

Sat \$225 p/hr 10 hrs

City of Grass Valley

Picnic site: \$105 per day

Baseball/Softball field at Memorial Park or Condon Park:

\$10 p/hr with lights \$29 p/hr

Soccer field at Mautino Park: \$15 per day

Disc Golf: \$319 tournament or event per day

Tennis Courts: \$105 tournament or event per day

Bocce Ball Courts: \$62 tournament or event per day

Outdoor basketball: \$62 per day

Skatepark: \$319 per day

Miscellaneous park space \$202 per day

Indoor facility:

- City Building, Conference Room: \$105 up to 2 hours + additional \$34/ hr
- Fire Station #2 Class Room: \$97 p/hr
- Fire Station #2 Combined Class Room: \$156 up to 2 hours + additional \$15 p/hr

Auburn Fairgrounds

Armory Building

- Facility Rental – \$966.00/event day
- \$300.00/set-up or dismantle day
- Kitchen and Bar facilities are not available
- Public Address System available
- Portable Staging is available at \$150/day
- Tables and chairs are not included in rental
- Building Size: 80' x 140' = 11,200 square feet*
- Maximum Capacity: 2,200 people standing, 1,500 seated, 745 dining *

Sierra Building

- Facility Rental (includes permanent stage) – \$1102.00/event day
- Kitchen Only \$271.00/event day
- \$300.00/ Set-up or dismantle day.
- Public Address System – \$75.00/day
- Rental comes with 50 tables and 300 chairs
- Building Size (approximate) 50' x 100' = 5,000 square feet*
- Building Capacity 700 seated, 325 dining, 950 standing *

Auburn Fairgrounds-Continued

Maurine Dobbas Placer Hall

- Hall – \$1494.00/event day
- Kitchen Only \$217.00/event day
- \$300.00/set-up or dismantle day
- Public Address System – \$75.00/day
- Portable Staging is available at \$150.00/day
- Rental comes with 75 tables and 400 chairs
- Building Size 65' x 137.5' = 8,937.5 square feet *
- Building Capacity 1,250 seated, 575 dining, 1,775 standing*

Auburn Host Lions Building

- Rental – \$541.00/event day
- \$300.00/set-up or dismantle day
- Kitchen and bar facilities are not available
- Rental comes with 12 round tables and 100 padded chairs
- Building Size 79' x 33' = 2600 square feet *
- Building Capacity 375 Seated, 104 dining, 535 standing*

Tahoe Building

- Rental – \$736.00/event day
- \$300.00/set-up or dismantle day
- Rental comes with 20 round tables, 5 rectangle tables, and 150 chairs
- Building Size 27' x 104' = 2,808 square feet *
- Building Capacity 400 seated, 185 dining, 560 standing*

Auburn Fairgrounds-Continued

Clubhouse

- Clubhouse – \$271.00/event day
- \$150.00/set-up or dismantle day
- Rental comes with 4 tables and 10 office chairs
- Building Size 19' x 31' = 589 square feet
- Building Capacity 40 seated, 85 standing *

BALL FIELDS:

Unable to get a fee schedule because they negotiate pricing for seasonal users, and those agreements are made with unique series of terms predicated upon services that benefit both parties.

City of Placerville

Indoor Facilities:

	Group A(non-profits)	Group C
Town Hall Main Hall:	\$40 p/hr for	\$50 p/hr
Town Hall Large Rm:	\$28	\$36
Town Hall Small Rm:	\$23	\$31
Scout Hall	\$28	\$36

Minimum of 3 hours

\$52 per hour for staffing during business hours

\$75 per hour for staffing past normal business hours

\$50 opening and closing fee

Fields:

Lions Park Upper Field:	\$15 p/hr
Lions Park Lower Field:	\$15 p/hr
Gazebo Rental:	\$50 p/day
Picnic Area:	\$100 p/day

Pool Rental: 2 hours

\$200 - 300 people (1 pool)

\$275 - 375 people (2 pool)

\$500 - 650 people (3 pool)

Holiday Inn

The Sierra Room: 1848 sf	\$600 per day or evening
Auburn Terrace Room: 42 sf	\$400 per day or evening
The Coloma Room: 299 sf	\$200 per day or evening

*No food or beverage allowed

2019 NCAMA Program Pricing Survey

Agency Name	Auburn Recreation District	City of Newark
Contact Person	Sheryl Petersen	Peter Beireis
Email Address	spetersen@auburnrec.com	PETER.BEIREIS@NEWARK.ORG
Recreation Swim	\$3 7yrs and Over, \$4 8yrs and Up	\$9 3+, \$3 2 and under
Group Swim Lessons	\$52 - 8 30 minute lessons	\$113r/\$119nr 8, 45 min lessons
Private Swim Lessons	\$107 - 4 20 minute lessons	\$300r/\$315nr 8 30 min lessons
Lap Swim		same as rec swim
Water Aerobics	\$60 - 10 swim pass	\$12 a class or \$100r/\$110nr for 10 classes
Private Pool Rentals	\$250 Splash Pool for 2 hours, \$300 Sierra Pool for 2 hours	\$525res/\$625 facility buy out, ask for each separate pool
Jr Guard Program		\$250 5 day camp
Additional programs not listed (please limit to 2)		
How is your agency accounting for the minimum wage increase as it relates to your program prices?	3 year % price increases	marginal increases each year

2019 NCAMA Program Pricing Survey

Agency Name	City of Nevada city	Cordova RPD
Contact Person	Dawn Zydonis	Susie Patterson
Email Address	dawn.zydonis@nevadacityca.gov	spatterson@crpd.com
Recreation Swim	child 1-17 \$3; adult 18-64 \$4; seniors 65+ \$2; 0-12mths & 18+ who are not swimming \$2	\$2 entrance fee; \$15 for 10-punch card
Group Swim Lessons	\$68.25 (+6.41% registration fee)	\$55 for 8-30 minute group lessons
Private Swim Lessons	1 person 136.50; 2 ppl \$168; 3 ppl 199.50 (+6.41% registration fee)	\$110 for 8-20 minute private lessons
Lap Swim	\$5.50 drop in or \$49.50 (punch card - 10 entries) or season pass	n/a
Water Aerobics	same as lap swim	\$7 drop-in; \$40 for 8-punch card
Private Pool Rentals	1-50 ppl 170.50; 51-100ppl \$220; 101-150 ppl \$275	# of people Lifeguards 2 hours 3 hours 50 & fewer 2 \$134.00 \$198.00 51-75 3 \$201.00 \$297.00 76-100 4 \$268.00 \$396.00 101-135 5 \$335.00 \$494.00
Jr Guard Program	\$189 (3 week program; 48 hours total) +6.41% registration fee	n/a
Additional programs not listed (please limit to 2)	birthday parties \$88; season passes: family \$264; individual - adult \$132; individual - child \$84	Cordova Blue Marlins - \$190 early bird fee; \$235 Cordette's Synchronized Swim Team - \$180 early bird fee; \$225
How is your agency accounting for the minimum wage increase as it relates to your program prices?	10% increase for most programs; 5% increase on swim lessons	A slow increase of programs fees. We have also decrease the difference between each pay step on our part-time pay scale.

2019 NCAMA Program Pricing Survey

Agency Name	City of Roseville Parks, Recreation & Libraries Department
Contact Person	Will Neville
Email Address	wneville@roseville.ca.us
Recreation Swim	Ages 2 & Up - \$5.00 Under 2 - Free w/Adult
Group Swim Lessons	8 days - \$85.00 Non Resident/\$65.00 Resident
Private Swim Lessons	8 Days - \$232 Non Resident/\$184 resident
Lap Swim	Drop-In Fee - \$10.00 Individual Monthly Membership - \$42.00/Additional Adults - \$27.00 each Family of Four Monthly Membership - \$84.00/Additional Adult - \$15.00 each Individual Annual Membership - \$399/Additional Adult - \$210.00 each
Water Aerobics	Drop-In Fee - \$10.00 Individual Monthly Membership - \$42.00/Additional Adult - \$27.00 each Family of Four Monthly Membership - \$84.00/Additional Adult - \$15.00 each Individual Annual Membership - \$399/Additional Adult - \$210.00 each
Private Pool Rentals	Roseville Aquatics Complex - \$380/hr + \$20/hr per staff Mike Shellito Indoor Pool - \$250/hr + \$20/hr per staff
Jr Guard Program	4 Days - \$142 Non Resident/\$132 Resident
Additional programs not listed (please limit to 2)	
How is your agency accounting for the minimum wage increase as it relates to your program prices?	Offering additional pre-competitive swim programs to generate more revenue to offset increase in staffing costs & strategically scheduling staff to maximize efficiency and reduce staff costs

2019 NCAMA Program Pricing Survey

Agency Name	El Dorado Hills CSD	Rio Linda Elverta Recreation and Park District	City of Yuba City - Gauche Aquatic Park
Contact Person	Teri Gotro	Kimberly Vickers	Ann Gillen
Email Address	tgotro@edhcsd.org	RecCoordinator@rleparks.com	agillen@yubacity.net
Recreation Swim	\$5 drop in fee, \$99 Summer Family Swim Pass	\$4.00 Per person for Recreation swim or Movie at the Pool \$3.00 per person for Twilight swim (evening Recreation Swim)	\$5 per session per person 2 years and up - two sessions a day 12:00 - 2:30pm or 3:30 - 6:00pm
Group Swim Lessons	\$72	\$53.00 for 8 lessons \$25 (4 week Saturday only session)	\$50 per session - each session is two weeks (Mon - Thurs), 30 minutes
Private Swim Lessons	\$98	\$95 for 8 lessons	\$100 per session - each session is two weeks (Mon - Thurs), 30 minutes
Lap Swim	\$40 per month M/W/F 5:30am-7am	Do not offer specifically	\$5 drop in / \$4 Senior, \$40 adult 10 visit pass / \$25 senior 10 visit pass
Water Aerobics	NA	\$5 Drop-in or \$20 for 5 visit punch card	Twice a week (Tues & Thurs), price depends on how many days in the month
Private Pool Rentals	\$195 per hour	Do not offer private rentals at this time. May have party during Recreation Swim times	Varies
Jr Guard Program	\$185 for 8 sessions	Do not currently offer	\$65 per session, each session 4 days (Mon - Thurs)
Additional programs not listed (please limit to 2)		Youth Water Polo (4 week session; twice per week; 55min each) \$75.00 AquaKnights Swim Team (April -Mid July) \$180	Parent & Me Water Classes - \$25 per session, each session 4 days (Mon - Thurs)
How is your agency accounting for the minimum wage increase as it relates to your program prices?		We will raise the price of Swim lessons by \$2 and Rec swim by \$1	Prices have not increased yet, but will be in the near future

2019 NCAMA Program Pricing Survey

Agency Name	City of Placerville	Cameron Park CSD
Contact Person	Carissa Lombardi	Tina Helm
Email Address	clombardi@cityofplacerville.org	thelm@cameronpark.org
Recreation Swim	Under 1-free/ 1-2 \$4 / 3-17 \$5/ 18-54 \$6/ 55+ \$4 Individual passes \$59 (age 1-17); \$69 (age 18-54); \$59 (age 55+) Family passes \$160 for 4 people \$20 per each add Aqua bucks: \$125 for 30 admissions	\$5 adult, \$4 youth/Senior
Group Swim Lessons	73\$ 8 days 49\$ 5 days	\$73 non resident/\$68 resident
Private Swim Lessons	137\$ 5 days 110\$ 4 days	\$83 non resident/ \$78 resident
Lap Swim	\$7 adults \$5 seniors Season: \$120 adults \$90 Seniors	\$5 drop in/\$40 10 punch card
Water Aerobics	\$10 drop in 8 classes for \$75	\$7 drop in/ \$60 10 punch card
Private Pool Rentals	\$200-300 (1 pool) \$275-375 (2 pools) \$500-650 (3 pools)	\$190 - \$265/ hour depending on group size
Jr Guard Program	89\$ 8 days	
Additional programs not listed (please limit to 2)	Activity pool kids \$4 adults free	
How is your agency accounting for the minimum wage increase as it relates to your program prices?	Upped our lessons by two dollars a piece otherwise tried to streamline programs to reduce staff cost. We already felt we were on the high side of prices.	Increasing activity fees, rental fees and pass fees

2019 NCAMA Program Pricing Survey

Agency Name	Sunrise Recreation and Park District	Chico Area Rec & Park District
Contact Person	Becky Herz	Noah Hajec
Email Address	bherz@sunriseparks.com	nhajec@chicorec.com
Recreation Swim	\$4-\$5 (\$45 pass)	\$3 GA, \$2 seniors, Kids under 2 free
Group Swim Lessons	\$60 for 8 classes (30min each)	\$55
Private Swim Lessons	\$84 for 4 classes (30min each)	\$90
Lap Swim	\$5 (\$45 pass)	N/A
Water Aerobics	\$60 for 10 class session	N/A
Private Pool Rentals	\$175 - \$380 per hour (2 hr minimum)	(1-30 people) \$125 (31-75) \$175 (76-100) \$225 (101+) \$275 Both pools (rec pool & little pool)
Jr Guard Program	\$145 for 1 week Jr LG Camp (9a-3:30p)	
Additional programs not listed (please limit to 2)	Diving = \$100 for 9 class session / Water Polo = \$120 adult, \$68 youth	Jr Swim Instructor/LG \$110; Parent/Tot \$28 Adaptive Rec (Swimming for Autism) \$28
How is your agency accounting for the minimum wage increase as it relates to your program prices?	Changed from 5 pays scales to 2 / reduce morning lesson times offered from 5 to 4 options to promote fuller classes / increase student-teacher ratio in some swim lessons / increase lesson, camp, and rental fees / move morning lap swim to run at the same time as swim lessons / move youth water-polo to run at the same time as swim lessons/ eliminate Friday evening swim team practices	incrementally raising lesson prices

2018-19 FY			
FIELDS			
Beggs	James		Recreation

Wages	6,888	4,660	2,355
Field Grooming/Clean up	4,502	3,046	1,539
Employee Benefit Allocation 53%	2,386	1,614	816

Maintenance	8,931	16,316	9,139
Plumb/Soil/Turf/Marking	3,143	750	1,443
Grading	-	2,823	17
Restrooms	3,490	608	313
Fencing/Tarps/Nets	335	1,032	2,898
Fuel	127	254	127
Water	477	954	477
Pump Electricity	436	872	436
Trash	808	1,777	808
General Maintenance		123	183
Security			

Light Rep/Electrical		7,513	2,968
Power	2,960	3,789	1,159
Power Reimb	(2,844)	(4,179)	(1,690)

Revenue	7,359	10,761	3,479
Reservations-Clubs	7,359	10,761	3,479
Reservations-Comm			
Reservations - ARD			

NET	(8,460)	(10,215)	(8,014)
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User Groups			
	Auburn Little League	Auburn Little League	Auburn Little League
		Placer Union High	All Amer Mizuno
		Auburn Braves	Jerry Harris
		49er Youth Soccer	
		Auburn Wildcats **	
		Amer Legion Post **	

FIELDS			
	Beggs	James	Recreation

2017-18 FY

Wages	16,479	10,469	3,330
Field Grooming	11,210	7,122	2,265
Employee Benefit	5,269	3,347	1,065
	47%		

Maintenance	12,882	21,189	6,054
Plumb/Soil/Turf/Marking	9,898	14,932	2,974

Restrooms			
Fencing/Tarps/Nets			
Fuel	127	254	127
Water	490	981	490
Pump Electricity	401	802	401
Trash	1,795	3,949	1,795
Security			

Light Repl/Electrical	436	1,609	778
Power	2,907	4,898	1,453
Power Reimb	(3,172)	(6,235)	(1,964)

Revenue	183	13,678	4,869
Reservations-Clubs	183	13,678	4,869

Reservations-Comm			
Reservations - ARD			

TOTAL	(29,178)	(17,980)	(4,514)
Special Projects	(31,247)	(875)	-
NET	(60,425)	(18,855)	(4,514)

User Groups			
	Auburn Little League	Auburn Little League	Auburn Little League
		Placer Union High	All Amer Mizuno
		Auburn Braves	Jerry Harris
		49er Youth Soccer	
		Auburn Wildcats **	
		Amer Legion Post **	

2016-17 FY			
FIELDS			
Beggs	James	Recreation	

Wages	8,859	5,600	3,513
Field Grooming	5,986	3,783	2,374
Employee Benefit	2,873	1,816	1,139
	48%		

Maintenance	12,929	19,427	9,629
Plumb/Soil/Turf/Marking	6,251	5,869	5,496

Restrooms			
Fencing/Tarps/Nets			
Fuel	120	240	120
Water	636	1,271	636
Pump Electricity	760	1,520	760
Trash	1,135	2,496	1,135
Security			

Light Rep/Electrical			
Power	4,028	2,148	1,483
Power Reimb	(4,202)	(7,386)	(1,720)

Revenue	4,845	4,769	2,380
Reservations-Clubs	4,845	4,769	2,380
Reservations-Comm			
Reservations - ARD			

NET	(16,943)	(20,257)	(10,763)
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User Groups			
Auburn Little League	Auburn Little League	Auburn Little League	Auburn Little League
ARD	Placer Union High	All Amer Mizuno	All Amer Mizuno
	Auburn Braves	Jerry Harris	Jerry Harris
	49er Youth Soccer	49er United Soccer	49er United Soccer
	Auburn Wildcats **		
	Amer Legion Post **		
	Ken Valencia		
	Gold Country Hardball		

2015-16 FY			
FIELDS			
Beggs	James		Recreation

Wages	10,463	10,921	3,307
Field Grooming	6,750	7,046	2,133
Employee Benefit 55%	3,713	3,875	1,173

Maintenance	6,923	17,468	4,156
Plumb/Soil/Turf/Marking	37	2,009	249
Grading			
Restrooms			
Fencing/Tarps/Nets		2,174	
Fuel	115	230	115
Water	474	948	474
Pump Electricity	722	1,444	722
Trash	713	1,569	713
Security			

Light Rep/Electrical	910	2,762	
Power	3,951	6,333	1,883
Power Reimb	(3,810)	(9,695)	(1,107)

Revenue	5,027	16,539	3,178
Reservations-Clubs	5,027	16,539	3,178
Reservations-Comm			
Reservations - ARD			

NET	(12,359)	(11,851)	(4,285)
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User Groups	Beggs	James	Recreation
Auburn Little League			
Auburn Little League			
Placer Union High			
Auburn Braves			
49er Youth Soccer			
Auburn Wildcats **			
Amer Legion Post ***			
Ken Valencia			
Gold Country Hardball			
Auburn Little League			
All Amer Mizuno			
Jerry Harris			
49er United Soccer			

FIELDS
Winchester

2017-18 FY	2016-17 YF	2015-16 FY
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Wages	7,699	5,570	3,649
Field Grooming	5,237	3,789	2,482
Employee Benefit Allocation 47%	2,461	1,781	1,167
Maintenance	9,228	7,323	6,668
Plumb/Soil/Turf/Marking	2,601		
Grading			
Restrooms	4,950	5,561	5,400
Fuel	169	160	152
Water	-	-	-
Trash	NC	NC	NC
General Maintenance	316	421	148
Security			
Light Rep/Electrical	-	114	-
Power	1,192	1,067	968
Power Reimb	-	-	-
Revenue	920	1,346	2,738
Reservations-Clubs	920	1,346	2,738
Reservations-Comm			
Reservations - ARD			
NET	(16,007)	(11,547)	(7,579)

User Groups	49er Youth Soccer League	Sierra Foothill Little League
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Item 8.4 Cover sheet – Resolution #2019-02: Fuel Load Reduction at Recreation Park

Auburn Area Recreation and Park District Acquisition and Development Meeting (A&D) February, 2019; Board of Director’s meeting February, 2019

The Issue: Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution #2019-02, approving Notice of Categorical Exemption from CEQA for fuel load reduction work at Recreation Park?

Background:

ARD is the owner of Recreation Park (APN: 004-192-028-000; 004-250-001-000; 004-270-04-000). The far south end of the Recreation Park property features a “tail” or “panhandle” that runs parallel to the UPRR Right of Way. This section of property is undeveloped and overgrown with various native and non-native vegetation.

ARD staff and volunteers will be conducting fuel load reduction work on this section of property. This

Fuel load reduction will be accomplished through vegetation thinning which will target brush and “ladder fuels”, vegetation generally less than 6” in diameter, dead trees and dead fuels on the ground. Lower branches of retained vegetation may be pruned up to 8 feet from the ground. Invasive species may be removed completely. When possible, wildlife habitat will be maintained. These targeted fuels will be run through a chipper and either blown back on to the ground or into a truck and removed off property to a proper location. Targeted fuels may also be burned.

Recommendation:

Staff and the A&D Committee recommend that the ARD Board of Directors adopt Resolution #2019-02, approving Notice of Categorical Exemption from CEQA for fuel load reduction work at Recreation Park.

Fiscal Impacts: There is a nominal filing fee with Placer County and the State Clearinghouse of approximately \$50.00 each.

The fuel load reduction work, using ARD staff time, will take approximately 150 man hours. Some of this work will be offset by volunteer assistance.

Attachments:

- Notice of Categorical Exemption – Recreation Park Fuel Load Reduction
- Resolution #2019-02
- Recreation Park boundary map

Notice of Categorical Exemption

To:

- Office of Planning and Research

Or

- County Clerk-Recorder-Registrar
Placer County
2954 Richardson Drive
Auburn, CA 95603

From:

Auburn Area Recreation and
Park District
471 Maidu Drive #200
Auburn, CA 95603

Project Title: Recreation Park Fuel Load Reduction

Project Location: Recreation Park 123 Recreation Dr. Auburn, CA 95603

APN: 004-192-028-000; 004-250-001-000; 004-270-04-000

Project Location - County: Placer

Project Description:

The Auburn Area Recreation and Park District (ARD) will reduce the fuel load and reduce the potential for fire at Recreation Park. This work may occur throughout the park, but will specifically target the southern end of the park, near the UPRR Right of Way.

Fuel load reduction for the Shockley Property will be accomplished through vegetation thinning which will target brush and "ladder fuels", vegetation generally less than 6" in diameter, dead trees and dead fuels on the ground. Lower branches of retained vegetation may be pruned up to 8 feet from the ground. Invasive species may be removed completely. When possible, wildlife habitat will be maintained. These targeted fuels will be run through a chipper and either blown back on to the ground or into a truck and removed off property to a proper location. Targeted fuels may also be burned.

Lead Agency: Auburn Area Recreation and Park District

Exempt Status: (check one)

- Ministerial Project
- Declared Emergency
- Section 15304 (Class 4, Minor Alterations to Land)
- Statutory Exemption.

Reason why project is exempt: This exemption is based on Article 19, Section 15304 that allows minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. The fuel load reduction work being proposed meets the definition of this article as no healthy, mature, scenic trees will be removed. Only trees 6" and smaller, invasive species, and/or dead trees will be removed.

Continued on next page

Lead Agency Contact Person: Kahl Muscott, District Administrator
Telephone: 530-537-2186

Signature

Date

Title

Date Received for Filing: _____, 2019

(Clerk Stamp Here)

County Clerk

RESOLUTION NUMBER 2019-02

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT APPROVING A NOTICE OF CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FOR FUEL LOAD REDUCTION WORK AT RECREATION PARK

WHEREAS, The Auburn Area Recreation and Park District (ARD) owns and maintains developed and undeveloped property known as "Recreation Park" (APN: 004-192-028-000; 004-250-001-000; 004-270-04-000), and

WHEREAS, fuel load reduction is needed at certain locations in Recreation Park, including areas at the south end of the park abutting the UPRR Right of Way, and;

WHEREAS, ARD is desirous to file a Notice of Categorical Exemption from CEQA to for Recreation Park fuel load reduction work, and

WHEREAS, the fuel load reduction work at Recreation Park is exempt from CEQA under Article 19, Sections 15304 (minor alterations to land) of the CEQA Guidelines;

NOW, THEREFORE BE IT RESOLVED that the Auburn Area Recreation and Park District Board of Directors approves Notice of Exemption from CEQA for the fuel load reduction work at Recreation Park.

APPROVED, PASSED, AND ADOPTED ON February 28, 2019 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Jim Ferris
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

Approximate Recreation Park boundaries



Item 8.5 Cover sheet – Resolution 2019-03; Preparation of Atwood III Engineer’s Report for FY 2019/2020

**Auburn Area Recreation and Park District Acquisition and Development Meeting
February 19, 2019; Board of Directors Meeting February 28, 2019**

The Issue

Consideration of resolution 2019-03 directing SCI Consulting Group to prepare the Engineer’s Report for Fiscal Year 2019-20 for the continuation of the annual assessments for the “Atwood Ranch III Landscaping and Lighting Assessment District.”

Background

ARD is the owner and Preserve Manager for 10.69 acres of land at the Atwood Ranch III development.

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 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 assessment rate increase in Fiscal Year 2018-19.

In order to continue to levy the assessments, the ARD Board will need to approve Resolution No 2019-03 directing SCI Consulting Group, the assessment engineer, to prepare the Engineer’s Report for fiscal year 2019-20. This Engineer’s Report will include the proposed budget for the continued

assessments for fiscal year 2019-20, the updated proposed continued assessments for each parcel in the District, and the proposed continued assessments for fiscal year 2019-20 per single family equivalent benefit unit.

Recommendation for the A&D Committee

The A&D Committee provided a positive recommendation to the ARD Board of Directors to approve and adopt Resolution 2019-03 directing SCI Consulting Group to prepare the Engineer's Report for fiscal year 2019/20 for the proposed continuation of the assessments which provide important revenues to fund park and recreation improvements and services.

Fiscal Impact

The fee for completion of the 2019/20 Engineer's Report by SCI is approximately \$2,100. The cost for these fees is part of the annual assessment.

Attachments

Resolution 2019-03

RESOLUTION NO.2019-03

**A RESOLUTION DIRECTING PREPARATION OF THE ENGINEER'S REPORT
FOR FISCALYEAR 2019-20**

**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 28th day of February, 2019 by the following vote, to wit:

AYES :

NOES:

ABSENT:

ABSTAIN:

JIM FERRIS
CHAIRMAN TO THE BOARD OF DIRECTORS

ATTEST:

PAT LARSON
SECRETARY TO THE BOARD OF DIRECTORS

SECTION: 8.0

**ITEM: 8.6 CSDA BOARD OF DIRECTORS CALL FOR
NOMINATIONS, SEAT B**

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

STAFF

**RECOMMENDATION: REVIEW INFORMATION, NOMINATE A
CANDIDATE FOR THE CSDA BOARD OF
DIRECTORS, SEAT B**



**California Special
Districts Association**
Districts Stronger Together

DATE: February 15, 2019
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2020 - 2022 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 17, 2019. Nominations and supporting documentation may be mailed, faxed, or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 17, 2019. All votes must be received through the system no later than 5:00 p.m. August 9, 2019. The successful candidates will be notified no later than August 13, 2019. All selected Board Members will be introduced at the Annual Conference in Anaheim, CA in September 2018.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat B-Greg Orsini, GM, McKinleyville Community Services District*
→ **Sierra Network** Seat B-Ginger Root, GM, Lincoln Rural County Fire Protection District *
Bay Area Network Seat B-Ryan Clausnitzer, SDA, GM, Alameda County Mosquito Abatement District*
Central Network Seat B-Tim Ruiz, GM, West Niles Community Services District
Coastal Network Seat B-Jeff Hodge, SDA, GM, Santa Ynez Community Services District*
Southern Network Seat B-Bill Nelson, Director, Orange County Cemetery District
(* = Incumbent is running for re-election)

AGAIN, THIS YEAR!

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district June 17, 2019. All votes must be received through the system no later than 5:00 p.m. August 9, 2019.

Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net by April 17, 2019 in order to ensure that you will receive a paper ballot on time.

CSDA will mail paper ballots on June 17 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. August 9, 2019.

The successful candidates will be notified no later than August 14, 2019. All selected Board Members will be introduced at the Annual Conference in Anaheim, CA in September 2019.

If you have any questions, please contact Amber Phelen at amberp@csda.net.



**California Special
Districts Association**
Districts Stronger Together

2019 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by fax, mail, or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

amberp@csgda.net

DEADLINE FOR RECEIVING NOMINATIONS – April 17, 2019



**California Special
Districts Association**
Districts Stronger Together

2019 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

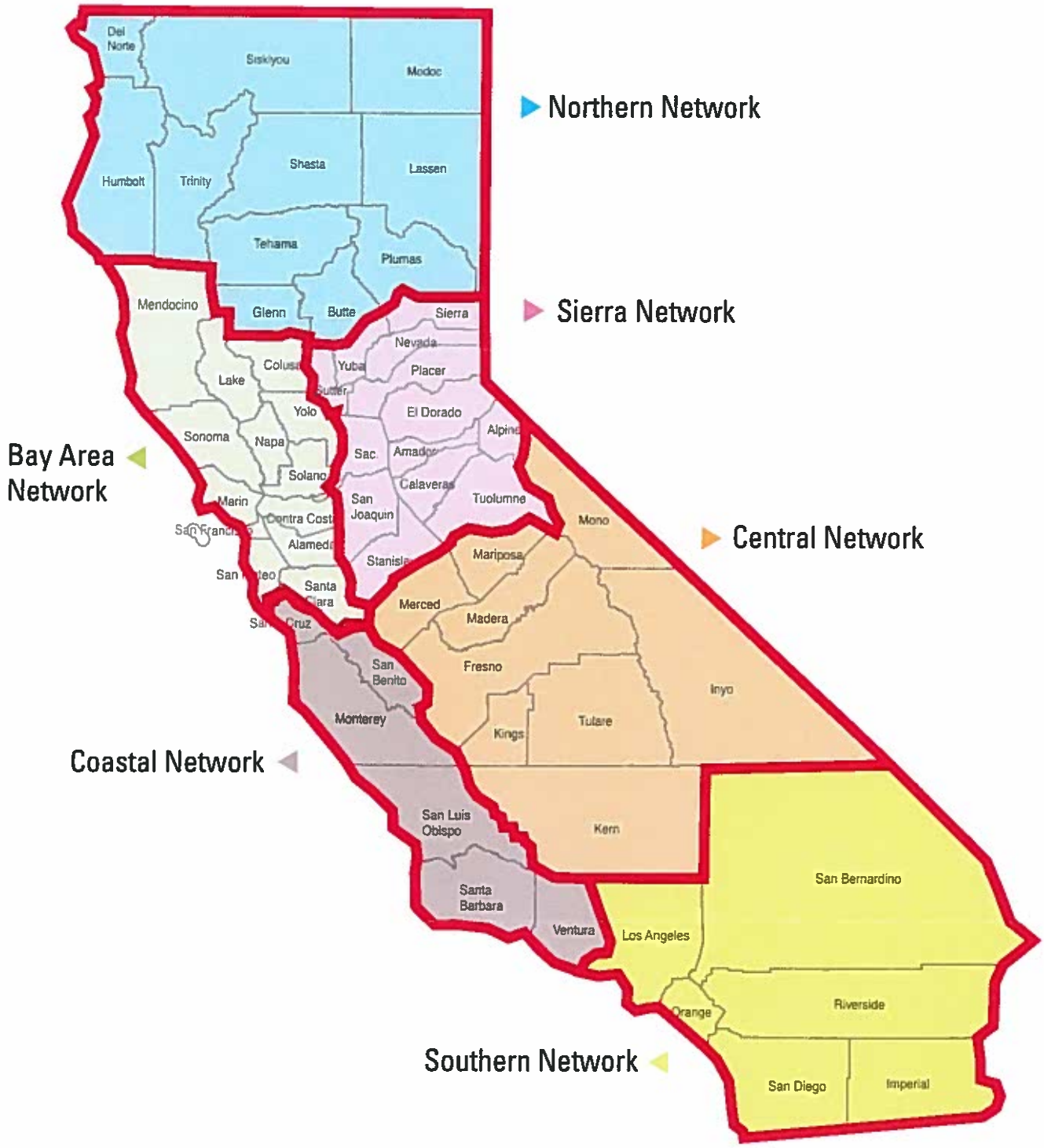
4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after April 17, 2019 will not be included with the ballot.**



California Special Districts Association

DISTRICT NETWORKS



SECTION: 8.0

**ITEM: 8.7 CALIFORNIA SPECIAL DISTRICT LEADERSHIP
ACADEMY**

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

STAFF

**RECOMMENDATION: REVIEW INFORMATION, APPROVE
ATTENDANCE OF ANY INTERESTED ARD
BOARD MEMBERS**



California Association of Recreation and Park Districts

[About CARPD](#) [Board of Directors](#) [Our Districts](#) [Legislation](#) [Conference](#) [Awards](#) [Insurance](#) [Calendar](#) [Contact Us](#)

CARPD Conference: May 22 - 24, 2019 Registration Now Open!

[Sponsorship Details](#)



[2019 Sponsorship](#)

[Scholarship Information](#)



[Submission Information](#)

[Awards of Distinction](#)



[Electronic Packet](#)



Lake Tahoe Resort and Hotel
<https://www.tahoeresorthotel.com>

Book Now - <https://www.tahoeresorthotel.com/reservations>
Group Code: **CARPD**

[Registration Information](#)



[Electronic Registration Form](#)

2018 Platinum Sponsors



ATTORNEYS AT LAW

AGGRESSIVE DEFENSE PRACTICAL ADVICE PERSONAL ATTENTION





Conference Registration Form

Wednesday, May 22 - Friday, May 24, 2019
South Lake Tahoe, CA

District Information

District Agency: _____ Phone: _____

Address: _____

Attendee Information

Check if it's your First Time attending the Conference?

1. Name and Title: _____	<input type="checkbox"/>	1. Email: _____
2. Name and Title: _____	<input type="checkbox"/>	2. Email: _____
3. Name and Title: _____	<input type="checkbox"/>	3. Email: _____
4. Name and Title: _____	<input type="checkbox"/>	4. Email: _____
5. Name and Title: _____	<input type="checkbox"/>	5. Email: _____

Attendee Pricing

Register Before March 18, 2019	\$265	_____
Register After March 18, 2019	\$300	_____
Non Member Registration	\$375	_____
1 Day Fee (Includes only sessions and lunch)	\$175	_____

Thursday Friday

Spouse/Guest Pricing

Thursday Lunch	\$40	_____
Friday Lunch	\$40	_____
Awards Banquet	\$80	_____

Grand Total: 0 _____

Add Spouse/Guest (please specify):

1. _____
2. _____
3. _____
4. _____

Payment Information

Please mail/email/fax the completed form to cweston@capri-jpa.org.

Check: (payable to CARPD)
6341 Auburn Boulevard, Suite A
Citrus Heights, CA 95621

Credit Card:
Please call our office 916-722-5550
Card Number/Security Code//
Billing Zip Code

Please check here if you
would prefer to be invoiced.

Conference Information (Condensed Version)

Wednesday	4:30pm / 6:30pm	Hotel Check In / Presidents Reception
Thursday AM	8:00am/9:00am/10:30am	Breakfast/ General Memb. Mtg./ Conference
Thursday PM	6:00pm	Begins Sponsors Reception
Friday AM	8:00am/Noon/2:45pm	Breakfast/Lunch/ Afternoon Break
Friday PM	5:30pm / 6:00pm	Social Hour & Awards Banquet

Hotel Information

Lake Tahoe Resort Hotel Call: (530) 544-5400
4130 Lake Tahoe Boulevard
South Lake Tahoe, CA 95621
Name of Event:
CARPD Conference

Go Online: <https://www.tahoeresorthotel.com/reservations/>

Group Code: **CARPD**

*Room rates will vary dependent on room and date: \$134 - \$21

For more information visit: <http://www.carpd.net/Conference.html>

Cancellations must be made in writing and be received via mail or fax no later than April 8, 2019. All cancellations made within the specified time frame will be refunded, less a \$25 processing fee. Substitutions are accepted and must be submitted in writing no later than May 6, 2019.



COMMUNICATOR 2019

PRESIDENT'S MESSAGE



Happy New Year everyone!

If you haven't already, please register for our Annual Conference to be held at the South Lake Tahoe Resort Hotel Wednesday, May 22 to Friday, May 24, 2019. All managers, new managers, and board members will gain a great deal of information and contacts by attending.

To stay up to date and find everything Conference related; Awards of Distinction Application process to Electronic Registration forms visit our website at:

<http://www.carpd.net/Conference.html>

Below are a few highlights and reminders of upcoming events:

- **Scholarship submissions** are Due **March 15, 2019.**
- **Awards of Distinction Packets** are Due **March 18, 2019.**
- The Early Bird Conference price ends and raises to \$300, on Tuesday **March 19, 2019.**
- The **General Membership Meeting** will be held Thursday, May 23rd at 9:00AM.

This year the Keynote Session will be a compilation of a few of our very own! We are pleased to welcome Member General Managers who will focus on and highlight how their Districts have dealt with the recent disasters and the roads they are forging toward recovery. We are hopeful that these lessons will prove valuable to the membership at large

should they ever be confronted with catastrophe in their community.

There will be many more interesting breakout sessions, including one on general obligation bond financing and the process of getting a park and recreation district on the ballot for a bond measure. There will be informative sessions for everyone, so please attend if you are able. This will truly be one of our best Conferences yet!

As for an update on the Woolsey Fire in Oak Park and Simi Valley, all is well. The last rain did cause some additional damage. Rancho Simi Park and Recreation maintenance crews were all stationed in Oak Park before, during and after the rain. They cleared v-ditches and drains to limit any damage to residents and park property. They did a wonderful job. I hope all the victims from the fires are doing well. We should be very proud of CAPRI and our additional insurance carriers. They stepped up big time in facilitating claims.



Thank you all,
Mark Johnson
President

INSIDE THIS ISSUE:

President's Message	1
2019 CARPD Conference	2
Legislative Update	3
California Law Update	4

CARPD STAFF:

Executive Director:

Matthew Duarte
mduarte@capri-jpa.org
Administrative Analyst:
Bebe Pearson
bpearson@capri-jpa.org
Administrative Assistant:
Carlee Weston
cweston@capri-jpa.org

BOARD OF DIRECTORS:

President:
Mark Johnson
President Elect:
Rick Sloan
Past President:
Vacant
Secretary:
Maryalice Faltings
CFO:
Al McGreehan
Board Members:
Stephen Fraher
David Furst
Nick Schouten
Dennis Waespi
Lindsay Woods

2019 CARPD CONFERENCE

PREVIEW OF SPEAKERS

<u>Date</u>	<u>Speaker</u>	<u>Topic/Speaker</u>	<u>Time</u>
Thursday, May 23	Keynote Panel: Guest General Managers	Leadership Lessons During and After Disaster	10:30-11:30
	Special Guests	Lunch: Mock Board Meeting	12:00-1:00
	Kristine Kwong Musick Peeler, LLP	SB 1343 Compliant Training on Sexual Harassment Prevention for Supervisors	1:30-3:30
	General Managers	Round Table	3:45-4:45
	Board of Directors	Round Table	3:45-4:45
Friday, May 24	Tim Seufert, NBS	Fees, Fees and more Fees	9:00-10:15
	Sedrick Mitchell, Cal State Parks	Outdoor Youth Connection and FamCamp	9:00-10:15
	Sean De Burgh, Cole & Huber	Rising Tide of Voting Rights Act Claims	10:30-11:45
	Sloane Dell'Orto, Streamline	How "Social" Should Districts Be? The Obstacles and Opportunities of Social Media.	10:30-11:45
	Sedrick Mitchell // Russ Noack, PPA	Lunch: Prop. 68 // Legislative Update	12:15-1:15
	Serena Sanders, Angelo, Kilday & Kilduff	Independent Contractors vs. Employee Classifications	1:30-2:45
	Jeff Land, Brandis Tallman	Accessing General Obligation Bonds: Getting in the Game	1:30-2:45

Please Note: Session times are subject to change.

Register Now to secure the **\$265 price!**

Find everything Conference Related by visiting us at -
<http://www.carpd.net/Conference.html>

CONDENSED SCHEDULE

Wednesday	May 22nd	3:00pm	CARPD Board Mtg.
Wednesday	May 22nd	4:00pm / 4:30pm / 6:30pm	Registration / Hotel Check In / Presidents Reception
Thursday AM	May 23rd	8:00am / 9:00am / 10:30am	Breakfast / General Membership Mtg. / Conference Begins
Thursday PM	May 23rd	6:00pm	Sponsors Reception at Riva Grill (Off-Site)
Friday AM	May 24th	8:00am / Noon / 2:45pm	Breakfast / Lunch / Afternoon Break
Friday PM	May 24th	5:00pm / 5:30pm	Social Hour / Awards Banquet

SECTION: 8.0

**ITEM: 8.8 CALIFORNIA SPECIAL DISTRICT LEADERSHIP
ACADEMY**

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

STAFF

**RECOMMENDATION: REVIEW INFORMATION, APPROVE
ATTENDANCE OF ANY INTERESTED ARD
BOARD MEMBERS**

ACHIEVING DISTRICT GOALS... TOGETHER.

Two Conference Location Options – First Time and Returning Attendee Tracks!



CSDA's 2019
Special District
Leadership Academy Conference

A Comprehensive Governance Leadership Conference for Elected and Appointed Directors/Trustees.



Core governance training for elected/appointed officials



Participate in the Special District Leadership Academy Conference as a first time or returning attendee.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

Local boards are the reason why local control is local. Special district boards are the voices of the community and they are also a large reason why special districts exist.

The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table.


Two locations for your convenience.


Early bird discount!



SDLA Conference is presented by CSDA and co-sponsored by SDRMA.





Two Locations • Two Options

first
timer

Attend for the first time and complete all four modules of the Special District Leadership Academy:

- Governance Foundations
- Setting Direction / Community Leadership
- Board's Role in Human Resources
- Board's Role in Finance and Fiscal Accountability



April 7 – 10, 2019
Embassy Suites San Diego Bay
 601 Pacific Highway
 San Diego, CA 92101

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$174 plus tax, single or double occupancy by calling 1-800-EMBASSY and using the group code CSD. The room reservation cut-off is March 15, 2019; however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT



The early bird discount for this location requires registration on or before

Friday, March 8, 2019.

Cancellations must be in writing and received by CSDA no later than March 26, 2019 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after March 26, 2019. Substitutions are acceptable and must be done in writing no later than April 1, 2019 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



July 7 – 10, 2019
Embassy Suites Napa Valley
 1075 California Blvd.
 Napa, CA 94559

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$189 plus tax, single or double occupancy by calling 1-800-HILTONS and using the group code CSD. The room reservation cut-off is June 7, 2019; however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT



The early bird discount for this location requires registration on or before

Friday, June 7, 2019.

Cancellations must be in writing and received by CSDA no later than June 24, 2019 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after June 24, 2019. Substitutions are acceptable and must be done in writing no later than July 5, 2019 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

return
for more

Already completed the Academy? Take a deep dive into common opportunities and challenges facing special districts. Returning attendee sessions include:

- The Intricacies of Running a Public Meeting: Deep Dive into the Brown Act
- Propelling Your District Forward in Challenging Situations
- How Your Board Can Set Clear Direction and Build Your District's Future Around its Core Priorities
- The 3 Cs: Using Communications, Consistency and Cooperation to Benefit Your District
- And much more!



SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference reducing SDRMA member's annual contribution amount.

*Important Cancellation Information

All cancellations received by the date indicated for that particular conference and location will be refunded less a \$75 cancellation fee. There will be no refunds or cancellations made after the date as specified per location. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



FIRST TIME ATTENDEE SCHEDULE - Available at both locations.

Sunday

5:30 – 7:00 p.m.

REGISTRATION AND NETWORKING RECEPTION

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.



Monday

8:30 a.m. – 12:30 p.m.

(Break from 10:00 - 10:30 a.m.)

BUILDING A FOUNDATION FOR GOOD GOVERNANCE

This session covers Module 1 of the SDLA: Governance Foundations

In this informational session, the instructor will lay the ground work for good governance in your district.

Attendees will discover:

- Why good governance is so important to the overall well-being of the district.
- The traits of effective board members.
- What good governance means and how to effectively put it into practice.
- How to move your board from "I" to "we," including how to become an effective team, establish team standards, and essential conditions for team building.

12:30 – 1:30 p.m.

LUNCH PROVIDED (All Attendees)

1:45 – 4:30 p.m.

(Break from 3:00 - 3:30 p.m.)

FULFILLING YOUR DISTRICT'S MISSION: CHARTING THE COURSE

This session covers Module 2 of the

SDLA: Setting Direction/Community Leadership

This session will highlight the importance of setting the direction for your district. Learn the critical components of direction setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values and strategic goals and how to communicate those objectives to your constituents.



5:30 – 7:00 p.m.

SIP AND SAVOR
EVENING RECEPTION



Sponsored by the Special District Risk Management Authority (SDRMA)

Join us for an evening of networking and refreshments.

Tuesday

8:30 a.m. – 12:00 p.m.

(Break from 10:00 - 10:30 a.m.)

DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS

This session covers Module 4 of the SDLA: Board's Role in Human Resources.

This conference session will teach participants how to determine the Human Resource health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources.
- Recognizing HR red flags and positive indicators.
- Developing and maintaining essential HR policies.
- Covering confidentiality and legal liabilities.
- Evaluating the general manager.

12:00 – 1:00 p.m.

LUNCH PROVIDED (All Attendees)

1:15 – 4:00 p.m.

(Break from 2:45 - 3:00 p.m.)

GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH

This session covers Module 2 of the

SDLA: Setting Direction/Community Leadership

This session looks at common communication breakdowns and areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences.
- Responding to public input.
- Media relations.
- Legislative outreach and advocacy.

OPEN EVENING

Wednesday

8:30 a.m. – 12:00 p.m.

(Break from 10:00 - 10:15 a.m.)

SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?

This session covers Module 3 of the SDLA: Board's Role in Finance and Fiscal Accountability

This session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts. Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

12:00 p.m.

GRADUATION CERTIFICATE DISTRIBUTION

First Time Attendees must attend all sessions in order to receive their certificate at the conclusion of the conference.



Don't miss the Sip and Savor evening reception on Monday night. Sponsored by SDRMA.

“The workshop on Setting Direction/Community Leadership was outstanding. The Leadership Academy should be a requirement for all new board members.”

— Dave Kulchin, Board Member, Leucadia Wastewater District



Evening receptions are offered as great networking opportunities.

you'll
Learn



WORKING AS A TEAM: THE ROLES OF THE BOARD AND STAFF IN YOUR DISTRICT.

ATTRIBUTES AND CHARACTERISTICS OF HIGHLY EFFECTIVE BOARDS.

HOW CULTURE, NORMS, VALUES, AND OPERATING STYLES INFLUENCE THE DISTRICT.

SPECIFIC JOBS THAT THE BOARD MUST PERFORM.

HOW INDIVIDUAL VALUES, SKILLS, AND KNOWLEDGE HELP TO SHAPE HOW EFFECTIVE BOARDS OPERATE.

THE IMPORTANCE OF MOVING FROM "I" TO "WE" AS THE GOVERNANCE TEAM.

THE BOARD'S ROLE IN SETTING DIRECTION FOR THE DISTRICT.

THE BOARD'S ROLE IN FINANCE AND FISCAL ACCOUNTABILITY.

AND MUCH MORE!





RETURNING ATTENDEE SCHEDULE - Available at both locations.

Sunday

5:30 – 7:00 p.m.

REGISTRATION AND NETWORKING RECEPTION

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.



Monday

8:30 – 10:00 a.m.

THE INTRICACIES OF RUNNING A PUBLIC MEETING: DEEP DIVE INTO THE BROWN ACT

Lozano Smith

Conducting the district's business in public can be convoluted and tricky. It requires district staff, general managers, and board members to strictly adhere to ever-changing laws, impacting meetings, communications, timelines and use of technology. This workshop will use entertaining hypotheticals to engage participants, letting them dive deep into the Brown Act – all designed to help attendees stay in compliance and effectively run board meetings. Newly elected and experienced board members alike will be equipped with the tools needed to avoid falling into Brown Act traps. Key focus areas: closed sessions, public comments, serial meetings, agendas, voting and quorums, e-communications, and public records.

10:00 – 10:30 a.m.

BREAK (All Attendees)

10:30 a.m. – 12:30 p.m.

PROPELLING YOUR DISTRICT FORWARD IN CHALLENGING SITUATIONS

Liebert Cassidy Whitmore

Through the challenging situations we face, we learn critical lessons that can be shared to help others. This session will highlight five key areas that elected and appointed public officials may face during their career and strategies for handling these issues and avoiding missteps. Topics include executive level hiring, organization transitions/transformations, picking your battles, scandals & scrutiny and insight on key lessons learned through difficult cases. This advanced level session will incorporate the legal foundation of these areas along with the practical approach that accomplishes effective solutions.

12:30 – 1:30 p.m.

LUNCH PROVIDED (all attendees)

1:45 – 3:00 p.m.

HOW YOUR BOARD CAN SET CLEAR DIRECTION AND BUILD YOUR DISTRICT'S FUTURE AROUND ITS CORE PRIORITIES

Rauch Communication Consultants

Whether you call it identifying priorities, building consensus or strategic planning, every board should map out clear direction around the district's core priorities. Setting direction and clear priorities is a core board responsibility that will guide your district to resolve key challenges and take advantage of important opportunities. This session will provide examples and tips on how the best districts develop and implement core priorities. There will be opportunities for questions, answers and engagement among the participants and the seminar leader.

3:00 – 3:30 p.m.

BREAK (All Attendees)

3:30 – 4:30 p.m.

THE 3 CS: USING COMMUNICATIONS, CONSISTENCY AND COOPERATION TO BENEFIT YOUR DISTRICT

David Aranda, SDA

Districts of all shapes and sizes face the difficult task of being efficient, effective and leaders for the community. Gain an understanding of how three simple words carry a powerful punch in allowing your district and the board, management and staff to provide excellence of service.

5:30 – 7:00 p.m.



SIP AND SAVOR EVENING RECEPTION

Sponsored by the Special District Risk Management Authority (SDRMA)

Join us for an evening of networking and refreshments.





Tuesday

8:30 – 10:00 a.m.

PROJECT FINANCING - PAY-GO VS. DEBT FINANCING - THINGS TO CONSIDER WHEN PLANNING FOR THE RIGHT MIX

CSDA Finance Corporation Consultants

CSDA Finance Corporation consultants, Bill Morton and Nicki Tallman, present an overview of the pros and cons for both debt financing and pay-as-you-go in their discussion of the best practices for capital improvement financial planning. Learn about the financing tools and programs available to special districts, and how to determine the right financing "mix" for your project. Also covered are how to prepare your district for financing as well as how to educate other board members and the community about your financial plan. Other topics include explanations of the different methods of sale for a financing and respective transaction timeline, as well as a review of current market trends.

10:00 – 10:30 a.m.

BREAK (All Attendees)

10:30 a.m. – 12:00 p.m.

SAY WHAT?!? SPEAKING PLAINLY THROUGH POLICY

BHI Management Consulting

This session outlines the critical nature and importance of making long-lasting and meaningful policy as a board. Good policy is the most professional expression of a great board and agency. Yet special districts struggle with what policy means and how to make and use them. Brent Ives, recognized organizational consultant to special districts in California on policy and planning, will bring his years of experience as a consultant and his long tenure as Mayor and Council member of the City of Tracy to this critically important topic. In Brent's words, "Making good policy moves our board to the highest level of performance"

12:00 – 1:00 p.m.

LUNCH PROVIDED (All Attendees)

1:15 – 2:45 p.m.

MEDIA RELATIONS: SURVIVING AND THRIVING WHEN DEALING WITH MEDIA

Communication Advantage

Presenter will share secrets of successful news interview and media relations: crafting great messages that resonate with the public, the techniques for using them in interviews, and practical tips for gaining control and confidence during the interview process.

2:45 – 3:00 p.m.

BREAK (All Attendees)

3:00 – 4:00 p.m.

LEGISLATIVE DEVELOPMENTS BOARD MEMBERS SHOULD KNOW

California Special Districts Association

Is your district at the table or on the menu? Straight from the lobbies of the State Capitol Building, CSDA's advocacy staff will present on the latest legislation introduced in Sacramento and breakdown the potential impacts on special districts. Gain a better understanding of current legislative trends, hear what CSDA is doing to advocate for special districts, and learn how you can help CSDA, your district, and your community can come out ahead.

4:00 p.m.

CONFERENCE ENDS FOR RETURNING ATTENDEES

Whether you're new to the board or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!



2019 Registration Form

Special District Leadership Academy Conference

(Use one form per registrant)

Three Ways to Register

- **Register online** by visiting the SDLA Conference website at sdla.csdanet.net
- **Fax number:** 916-520-2465. All faxed registration forms must include credit card payment.
- **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cathrine Lemaire at cathrine1@csda.net or call toll-free at the number listed above.



Name/Title:		
<input type="checkbox"/> First Time Attendee <input type="checkbox"/> Returning Attendee		
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
<input type="checkbox"/> Member <input type="checkbox"/> Non-Member	Email:	
Emergency Contact - Name & Phone:		
WHICH CONFERENCE WILL YOU BE ATTENDING?		
APRIL 7-10, 2019 - SAN DIEGO EARLY BIRD DISCOUNT: MARCH 8	JULY 7-10, 2019 - NAPA EARLY BIRD DISCOUNT: JUNE 7	
<input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900	<input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900	
AFTER MARCH 8 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	AFTER JUNE 7 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	
SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!		
ADDITIONAL ATTENDEE FROM THE SAME DISTRICT BEFORE EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member \$400 <input type="checkbox"/> Non-Member \$600	ADDITIONAL ATTENDEE FROM THE SAME DISTRICT AFTER EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member \$450 <input type="checkbox"/> Non-Member \$675	
Payment		
<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express		
Acct. Name:	Acct. Number:	
Expiration Date:	Authorized Signature:	
Special needs		
<input type="checkbox"/> Vegetarian <input type="checkbox"/> Other:		

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

Anti-Discrimination and Harassment Policy: CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csdanet.net/about-csda/who-we-are.

Item 8.9 Cover sheet -Appointment of Jim Ferris as the ARD Liaison to the Auburn Chamber Forum (“Meddlers”)

**Auburn Area Recreation and Park District (ARD) Board of Director’s Meeting
February 28, 2019**

The Issue

Shall the Auburn Area Recreation and Park District (ARD) appoint Director Jim Ferris as the ARD liaison to the Auburn Chamber Forum (aka “Meddlers”)? Director Ferris requested that this item be considered.

Background

The Auburn Chamber Forum, more commonly referred to as ‘Meddlers’ meets every week. The forum is where the public joins elected officials for an informal and interactive question and answer session. Director Ferris has requested that the ARD Board officially appoint him as the ARD liaison to the Meddlers.

Recommendations

Review and appoint Director Ferris as the Meddlers liaison.

Fiscal Impact

There is no fiscal impact to make this appointment.

Attachments

None.

Item 8.9.1 Cover sheet – Appointing Director Ainsleigh to File a Restraining Order Against Matthew Rhines

Auburn Area Recreation and Park District (ARD) Policy Committee meeting November, 2018; December, 2018; February, 2019

The Issue

Shall the Auburn Area Recreation and Park District (ARD) appoint Director Ainsleigh to pursue a permanent restraining order against Matthew Rhines?

Background

On October 28, 2018, Matthew Rhines, a local homeless man, had an altercation with another homeless man. Mr. Rhines slashed the other man in the chest during the altercation, creating a 14" wound. An Auburn Journal article of the incident is attached.

Mr. Rhines was subsequently arrested. After inquires with the Placer County District Attorney's office, staff received the following information via email:

"Mr. Rhines doesn't appear to be on probation in our county, so we would be unable to add any sort of term that he stay away from ARD property to a current probation case. It also appears that the incident you attached in your first e-mail was declined by the felony unit, so there wouldn't be a way to add any term there either since we are not going forward with prosecution. I know that the City of Roseville has issued bans on certain individuals being in their parks, but I believe that is something that goes through the city attorney."

In a follow up phone conversation, the D.A.s office stated that they would get me in touch with representatives from the City of Roseville to find out how they issue bans on certain individuals.

Director Ainsleigh has requested that the ARD Board of Directors appoint him to pursue a restraining order against Mr. Rhines.

Recommendation for the Board of Directors

Review and provide direction.

Fiscal Impact

N/A

Attachments

Article from Auburn Journal.

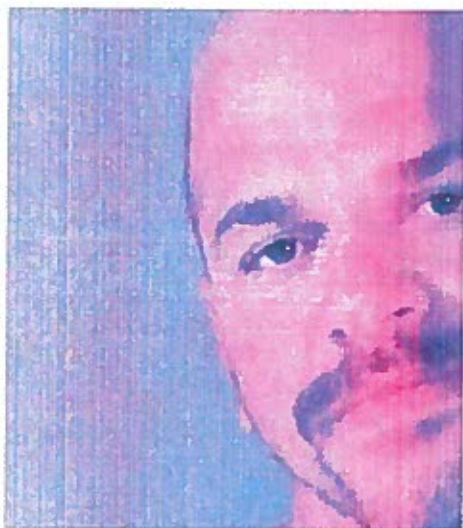
Auburn Journal

Wednesday Oct 31 2018 | 3 comments

8

Transient arrested after man slashed in North Auburn park

By: Gus Thomson, Reporter/Columnist



A dispute between two homeless men escalated into violence when one of the men took a knife and slashed the other one across the chest.

Deputies found the victim with what the Sheriff's Office described today as a 14-inch chest wound.

The suspect fled after the slashing at Regional Park off Richardson Drive in North Auburn on Sunday evening. A manhunt for the suspect in the North Auburn area in and around Regional Park resulted in the arrest later in the evening of Matthew Sinclair Rhines.

During the search by air and on the ground, nearby residents of the park were told to shelter in place and not go outside.

The victim told deputies that the suspect had slashed his chest with a knife after they got into an argument, the Sheriff's Office said.

Rhines, 38, was arrested later in the evening after a deputy found him in the parking lot at Rock Creek Reservoir, about a mile from the slashing scene. The victim was taken to hospital and treated for his wound.

According to the Sheriff's Office, Rhines is now out on bail.

Rhines' most recent arrest logged on Sheriff's Office reports made available to the Journal was on suspicion of being under the influence of a controlled substance. That arrest took place April 24 at Garnet Way and Sapphire Drive in North Auburn. He was described by the Sheriff's Office as "having a violent criminal past."

**CONTRIBUTE
TO THIS STORY**

 SEND LETTER TO THE EDITOR	 SEND STORY IDEAS	 SEND CORRECTIONS	 SIGN UP FOR OUR EMAIL NEWSLETTER
--	---	---	---

SECTION: 9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. 24 Acres and Proposition 68 Grant Opportunities. (Acquisition & Development Committee)
2. County Mitigation Fund, current balance \$487,738 – no attachment.
3. Authorization for Contract Negotiations – see attachment.

Item #1. Cover sheet – 24 Acres and Proposition 68 Grant Opportunities

Acquisition and Development (A&D) Committee February, 2019; Board of Directors meeting February 28, 2019

The Issue

A discussion about applying for Prop 68 grants for the 24 Acre development project.

Background

The Auburn Area Recreation and Park District (ARD) has been in discussions about developing the “24 Acre” property at Regional Park. There has also been discussions about creating a spray park at Regional Park.

Doug Houston of Houston Magnani Associates was at the January, 2019 A&D meeting to discuss strategies and realities of ARD receiving funding from the recently approved Prop 68, the State of California Parks and Water Bond of 2018. Doug is also the principal lobbyist for the California Park and Recreation Society.

One of the initial steps to apply for the grants is to host community meetings/workshops, allowing for the community to drive the design. This process may negate some of the conceptual work and design completed and approved by the ARD Board in February, 2017.

Staff will be working with Doug to establish a schedule for the required community meetings. These meetings will likely begin in late March.

Recommendation for Board of Directors

Review and discuss.

Attachments

Information about Prop 68.

Statewide Park Development and Community Revitalization Program Round 3

Timeline

Date	Milestone/Task
July 1, 2018	Start of the Grant Performance Period <ul style="list-style-type: none"> • Eligible Costs can be reimbursed as of this date • \$254,942,000 appropriated for Round 3 Grants
Oct 2 – Nov 7, 2018	30-day review period of draft application guide. Included five in-person Draft Application Review Sessions and three Public Hearings.
Oct 2 - Nov 9, 2018 and Dec 5 – Dec 31, 2018	Two comment periods to draft the Application Guide involving over 280 participants.
January 22, 2019	Application Guide Finalized
Feb 17 - March 1, 2019	Application Workshops <ul style="list-style-type: none"> • Technical Assistance by OGALS • Over 15 scheduled statewide
August 5, 2019	Applications Due
End of 2019	Grant Awards for the \$254,942,000
March 2022	Project Completion <ul style="list-style-type: none"> • Project open to the public • Final Payment Request (20% retention of Grant) • Allows 3 months for final payment by June 30, 2022
June 30, 2022	End of Grant Performance Period

"Round Four" may occur in 2020.

Application Due Date and Program Updates: parks.ca.gov/spp

Community FactFinder: ParksforCalifornia.org/communities

January 22, 2019



Parks for All Californians

(http://www.parksforcalifornia.org/)

California's Health in Parks Partnership

Toolkit (http://www.parksforcalifornia.org/tools) > GIS
(http://www.parksforcalifornia.org/gis) > Community FactFinder

🔗 FEEDBACK (HTTPS://WWW.PARKS.CA.GOV/CONTACT/FEEDBACK)

Welcome to Community FactFinder, 2018 Edition. FactFinder analyzes demographics and park acres within a half mile of a point you define.

You can choose the point by:

Read more »

Find Your Community:

📍 Click the pin, then click a location on the map.

OR enter an address below and click Go!

3770 Richardson Dr. Auburn CA 95602

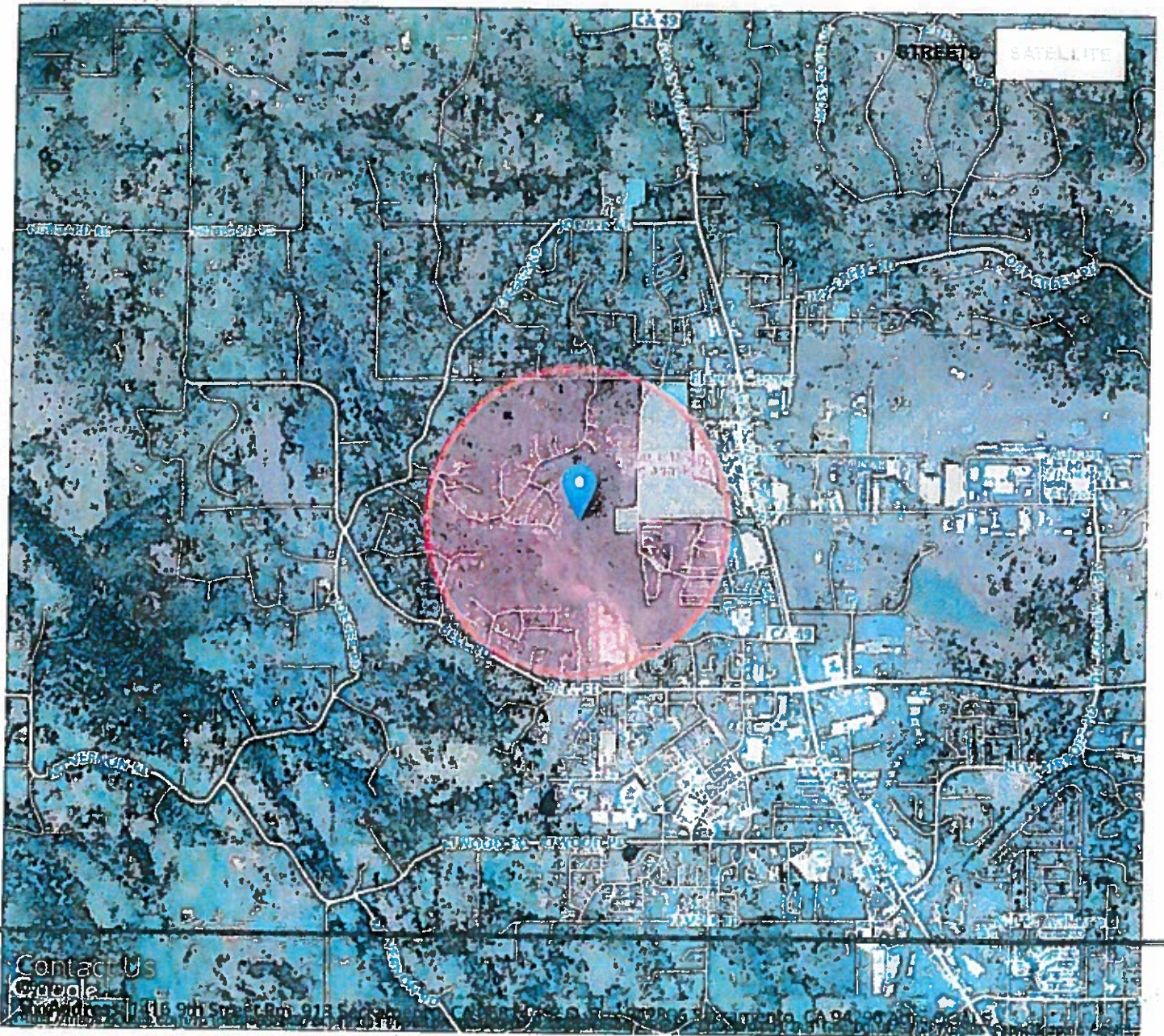
Results for Unincorporated (County: Placer)

📄 GET REPORT

Latitude, longitude	38.9497307, -121.1111355	
Total Population	2,155	ⓘ
Youth Population	537	ⓘ
Senior Population	466	ⓘ
Median Household Income	\$34,443	ⓘ
Per Capita Income	\$24,887	ⓘ
People in Poverty	499	ⓘ
Households without Access to a Car	184	ⓘ
Parks total area	53.22 acres	ⓘ
Parks per 1000 people	24.70 acres	ⓘ

Fact Finder information for the "24 acre property" (see also next page)

Go!





Contact Us

Google

Address: 116 9th St, Room 918, San Francisco, CA 94103

Office of Grants and Local Services: (916) 653-7423

Email and methods (<http://www.parksforcalifornia.org/methods>)

 (<https://www.facebook.com/CAPARKGRANTS>)  (<https://www.facebook.com/CaliforniaStateParks>)

 (<https://www.instagram.com/cahealthinparks/>)  (<https://www.youtube.com/channel/UCKPCZ5O8mKx7dMZaQ78BMjQ>)

This site is best viewed in [\(https://www.google.com/chrome/browser/\)](https://www.google.com/chrome/browser/), [\(https://www.mozilla.org/en-US/firefox/new/\)](https://www.mozilla.org/en-US/firefox/new/), or <http://windows.microsoft.com/en-us/internet-explorer/download-ie>

<http://www.parksforcalifornia.org/admin>

Competitive Chart

Statewide Park Development and Community Revitalization Program (SPP)

December 5, 2018 DRAFT

This Competitive Chart is an outline and planning tool for applicants.

If the answer to any of these questions is "No", the project may need to be reconsidered or adjusted to meet the competitive priorities.

- Detailed guidance is found in the December 5, 2018 "Draft" Application Guide.
 - Page citations are listed in this table.
- The Application Guide and staff contacts are available at parks.ca.gov/spp
- Technical Assistance for this program is available through the Office of Grants and Local Services. See page 56 of the Guide for a summary of assistance available.

#	Competitive Chart Questions	Application Guide Page(s)	Yes/No
1	Applicant Eligibility: Is the applicant an eligible entity?	4	
2	Maximum Grant Amount, Process Overview: <ul style="list-style-type: none"> • Does the applicant understand the grant request for up to \$8.5 million per application is competitive; funding is not guaranteed? 	5-8	
3	Project site ownership, acquisition, lease, or turn-key. <ul style="list-style-type: none"> • Does the applicant understand site control requirements? 	48	
4	<u>Eligible Project Site:</u> Using the Community FactFinder, does the project site radius have either: <ul style="list-style-type: none"> • A ratio of less than 3 acres of parkland per 1,000 residents? OR • A median household income below \$51,026? <u>Competitive Project Site:</u> <ul style="list-style-type: none"> • Were the steps in the FactFinder Handbook followed for Project Selection Criteria #1 and #2? Community FactFinder: ParksforCalifornia.org/communities FactFinder Handbook: parks.ca.gov/spp	15-16, 57	
5	Type of Project: Project Selection Criterion #3 <ul style="list-style-type: none"> • Create a new park? (10 points) • Expand an existing park? (8 points) • Renovate an existing park? (7 or 6 points) 	18, 58	
6	Community Based Planning with Residents: Project Selection Criteria #4 <ul style="list-style-type: none"> A. Five meetings at convenient times near project site, with at least two on a weekend or evening? B. Invited and involved a broad representation of residents? C. Residents engaged to design the project concept? Photos? 	20-23, 49, 59-60	

7	Employment or Volunteer Opportunities: Project Selection Criteria #5 <ul style="list-style-type: none"> At least 20 residents will receive meaningful employment or volunteer learning opportunities? Corps Consultation Process followed? 	24, 61	
8	Partnerships or Committed Funding: Project Selection Criteria #6 <ul style="list-style-type: none"> Project involves three partners, including health organization? 	26, 62	
9	Environmental Design: Project Selection Criteria #7 <ul style="list-style-type: none"> Project will include seven techniques for conservation and "place-making", or SITES, or LEED certification? 	27-29, 63-64	
10	Fees and Hours of Operation: Project Selection Criteria #8 <ul style="list-style-type: none"> After completion, park will be open to public seven days a week, long daily hours; no public use fees or fees will not deter daily access? 	30, 65	
11	Community Challenges, Project Benefits, and Readiness: Project Selection Criteria #9 <ul style="list-style-type: none"> Summarize community's story - challenges and project benefits 	31-32, 66-67	
12	Project Timeline and Applicant Capacity <ul style="list-style-type: none"> Project timeline created with input from other responsible agencies? Project is achievable within Grant Performance Period? Applicant is capable of completing project on time? 30 year operation and maintenance? 	42-44, 45	
13	Grant Scope/Cost Estimate <ul style="list-style-type: none"> The deliverables will be complete and open to public before final grant payment (20% retention of grant amount for final payment)? 	37-39	
14	Funding Sources <ul style="list-style-type: none"> Grant by itself will pay for total project? Or, if other funds are needed, are the other funds committed/secured (fund raising is not needed)? 	40-41	
15	CEQA <ul style="list-style-type: none"> Analysis is complete? Or will be complete within approximately three months from application due date? 	46-47	
16	Authorizing Resolution <ul style="list-style-type: none"> Applicant's governing body approves filing of the application? Reviewed grant contract provisions? 	35-36	
17	Preparing Application <ul style="list-style-type: none"> Use instructions/Checklist on pages 10-11 to send application 	10-11	

Item #3. Cover sheet – Authorization for Contract Negotiations

Auburn Area Recreation and Park District Board of Director's Meeting, February, 2019

The Issue

A discussion regarding who is allowed to negotiate contracts at ARD.

Background

The ARD Board Policies and Procedures Manual states the following:

Section I

CODE OF CONDUCT

The Code of Conduct is to establish and uphold uniform standards of professional conduct for Board Members. Board Members must be fully aware of the ethical responsibilities of their position and must strive to live up to the highest possible standards.

The Code of Conduct requires during the course of performing Board Member duties a Board Member must:

1. behave honestly and with integrity;
2. act with care and diligence;
3. relate to others with consideration, respect, courtesy;
4. comply with all applicable laws and District policies and procedures;
5. maintain appropriate confidentiality as appropriate and required;
6. disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent);
7. use District resources in a proper manner;
8. not use a Board Member's , privilege, status, power or authority, in order to gain, or seek to gain, a benefit or advantage for the Board Member or any other person;
9. conduct themselves in appearance and behavior in such a manner appropriate for the position of public trust they hold;
10. be responsible for their own standard of professional performance and take every reasonable opportunity to enhance and improve their level of knowledge and confidence;
11. be accountable for adherence to the Code of Conduct.

Recommendation for the Board of Directors

Review and discuss.

Fiscal Impact

N/A

Attachments

None.