

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

6:00 P.M.

**THURSDAY, JANUARY 30, 2014
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA**

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

1.0 CALL TO ORDER

FLAG SALUTE (Pledge to the Flag)

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

Roll Call

Smith _____ Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

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

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

_____ **5.1 Review and Approval of Minutes of the December 19, 2013 Meeting of the Board of Directors**

Review and approval of minutes.

_____ **5.2 Review and Approval of Minutes of the October 30, 2013 Meeting of Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3)**

Review and approval of minutes.

_____ **5.3 Review of Cash Requirements for December, 2013 (Standing Finance Committee)**

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

_____ **5.4 Review of Financials for December, 2013 (Standing Finance Committee)**

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

_____ **5.5 Fee Waiver Request from Janeen Steinheimer, Placer High Grad Night (Standing Finance Committee)**

Shall the Auburn Area Recreation and Park District Board of Directors grant a fee waiver to Janeen Steinheimer for Placer High Grad Night?

_____ **5.6 Outdoor Facility & Fee Rentals – Proposed Policy Changes (Program, Personnel, Policy & Fee Committee)**

Shall the Auburn Area Recreation and Park District Board of Directors approve proposed policy changes to Outdoor Facility & Fee Rentals?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

Roll Call Vote

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Committee Meeting & Related Policies (Program, Personnel, Policy & Fee Committee)

Shall the Auburn Area Recreation & Park District (ARD) amend its policies related to Committee meetings?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

8.2 Amending Friends of ARD 501 (c) (3) Policy & Procedures

Shall the 501 (c) (3) "Friends of ARD" ("Friends") Board approve changes and/or amendments to policies and procedures?

Motion by _____ Second by _____ to _____

Gray _____ Smith _____ Holbrook _____ Ainsleigh _____ Ferris _____

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 1. Sports Field Rental Fee Increase, see attachment. (Program, Personnel, Policy & Fee Committee)

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

- 1. Correspondence from the Festival of Lights Parade Committee.
- 2. Correspondence from Ron & Kristin Paolini, response from Kahl Muscott.

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

13.0 CLOSED SESSION

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

Title: District Administrator

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

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

Employee Organization: IUOE, Stationary Engineers Local 39

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

ADJOURNMENT

AUBURN AREA RECREATION AND PARK DISTRICT

This agenda is hereby certified to have been posted as follows:

1-24-14
Date

2:35 p.m.
Time

P. Larson
Clerk to the Board

SECTION: 5.0

**ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE
DECEMBER 19, 2013 MEETING OF THE BOARD
OF DIRECTORS**

DESCRIPTION:

INFORMATION: SEE ATTACHED MINUTES

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

FISCAL IMPACT:

**Auburn Area Recreation and Park District
Minutes
of the Meeting of the Board of Directors
Thursday, December 19, 2013, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA**

Board Members

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

Board Members

Absent: None.

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Larry Gray, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Sheryl Petersen, Recreation Services Manager
Pamela Vann, Landscape Architect
Patricia Larson, Recording Secretary

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:00 p.m. by Chairman Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation of a plaque from District Administrator Kahl Muscott to Director Jim Gray, outgoing Board Chairman for 2013.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

4 – 0 Motion carries, Director Ferris had not arrived at the meeting.

Director Ainsleigh arrived at 6:03 p.m.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the November 21, 2013 Meeting of the Board of Directors**
- 5.2 Review of Cash Requirements for November, 2013 (Standing Finance Meeting)**
- 5.3 Review of Financials for November, 2013 (Standing Finance Meeting)**
- 5.4 Disposition of Assets (Standing Finance Meeting)**
- 5.5 Fee Waiver Request from the American Association of University Women for the Trivia Bee (Standing Finance Meeting)**
- 5.6 Transfer of Reserve Funds**
- 5.7 Sale of Cell Tower Lease**

A motion was made by Director Smith and seconded by Director Gray to approve the consent calendar with item 5.5 being moved to 9.6 for discussion.

Roll Call Vote

4-0 Motion carries, Director Ferris had not arrived at the meeting.

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION

- 6.1** None for 6.1, item 5.5 from the consent calendar was moved to 9.6 for discussion.

Director Ferris arrived at 6:07 p.m.

7.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

8.0 UNFINISHED BUSINESS

None.

9.0 NEW BUSINESS

9.1 Election of Officers and Consider Committee Meeting Assignments

Director Ferris nominated Director Smith as Board Chairman. Director Smith became Chairman.

Director Smith nominated Director Holbrook as Vice Chairman. Director Holbrook became Vice Chairman.

Chairman Smith presented the Board with a list of committee meeting assignments, the new assignments are listed under item 12.1, Chairman Appointments.

9.2 Auburn Bike Park/Bicycle Pump Track Location (Acquisition & Development Committee)

Public Comment:

Theresa Zaro, an Auburn resident gave public comment regarding the location of the pump track.

Robert Sydnor, an engineering geologist gave public comment regarding concerns that the pump track would interfere with the nearby Pioneer Express Trail and staging area for the Tevis Cup.

Debbie Murphy of the Loomis Basin Horsemen Association gave public comment regarding being in favor of a pump track and expressed her concerns about the location.

Sarah Konst, an Auburn resident gave public comment requesting the Board wait one more month before voting on the pump track site and to consider other locations.

Diana Boyer, an Auburn resident gave public comment urging the Board to vote on the pump track site at this Board meeting.

Tom Sisson, an Auburn resident gave public comment that the equestrians and bikes need to get along.

Gary Rucker, an Auburn resident gave public comment that he has property adjacent to Overlook Park. The skate park has drug issues, it is a safety concern for kids, the pump track will need to be supervised.

Todd Silkski, a member of the pump track committee gave public comment that the bike community is different than the skate park community. There were no problems at the former pump track that was by the railroad track.

Mike Thompson of the pump track committee gave public comment that the bike group is different than the skate park group. He asked the Board to get the ball rolling on the pump track.

Lisa Kodl of the pump track committee gave public comment that there are no existing trails at the Maidu site.

A recess was taken at 6:58 p.m., the meeting reconvened at 7:09 p.m.

A motion was made by Director Gray and seconded by Director Ainsleigh to approve the pump track being built at the Maidu/Canyon View site.

Roll Call Vote

5 – 0 Motion carries.

9.3 Christian Valley Site Conservation Easement (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Ainsleigh to adopt Resolution Number 2013-17 Authorizing the District Administrator to Sign a Conservation Easement for the Fee Title Donation of Land from PG&E at the Christian Valley Site.

Roll Call Vote

4 – 1 Motion carries.

Director Holbrook voted no.

9.4 Railhead Park Improvements Notice of Exemption (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to adopt Resolution Number 2013-18 Approving the Notice of Categorical Exemption for the Playground and Site Improvements at Railhead Park.

Roll Call Vote

5 – 0 Motion carries.

9.5 CSDA Call for Nominations – Board of Directors Region 2, Seat C

No action was taken on this item.

9.6 Item 5.5 from the consent calendar, Fee Waiver Request from the American Association of University Women for the Trivia Bee was moved to 9.6 for discussion.

A motion was made by Director Holbrook and seconded by Director Gray to approve the fee waiver request from the American Association of University Women for the Trivia Bee.

Roll Call Vote

4 – 1 Motion carries.

Director Ainsleigh voted no.

10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

None.

11.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

12.0 Board Member Comments:

Jim Ferris, Jim Gray, Scott Holbrook, Gordon Ainsleigh & Curt Smith.

12.1 Chairman Appointments:

Acquisition & Development Committee	Directors Gray & Smith
Party in the Park	Directors Holbrook, Ainsleigh & Staff
Program, Personnel, Policy & Fee Committee	Directors Holbrook & Ferris
Finance Committee	Director Ainsleigh
User Group Liaisons	Directors Gray & Ainsleigh
Legal Review Committee	Directors Gray & Smith
Sergeant at Arms	District Administrator Kahl Muscott

12.2 District Administrator Appointed Standing Committee:

Strategic Plan Review Steering Committee	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
Marketing and Program Plan Committee	Director Ferris & Staff
ADA (American's With Disabilities Act) Transition Plan Committee	Director Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
Adopt A Park Committee	Director Ainsleigh, Director Ferris, Kahl Muscott, Larry Gray

12.3 Media Representatives District Administrator Kahl Muscott

12.4 Parliamentarian District Administrator Kahl Muscott

13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Correspondence was attached.

14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS

None.

14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS

None.

14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

15.0 PUBLIC COMMENT

None.

16.0 CLOSED SESSION – Closed Session began at 7:28 p.m.

17.0 OPEN SESSION – Open Session began at 7:33 p.m.

No reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:33 p.m. by Chairman Smith.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW AND APPROVAL OF MINUTES OF THE
OCTOBER 30, 2013 BOARD OF DIRECTORS
MEETING OF FRIENDS OF THE AUBURN AREA
RECREATION AND PARKS, INC. 501 (c) (3)**

DESCRIPTION:

INFORMATION: SEE ATTACHED MINUTES

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

FISCAL IMPACT:

Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3)
Minutes of the
Meeting of the Board of Directors
Wednesday, October 30, 2013, 5:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA

I. CALL TO ORDER

The Meeting of the Friends of the Auburn Area Recreation and Parks, Inc. was called to order at 5: 12 p.m. by President Muscott.

President Muscott appointed Scott Holbrook, Jim Ferris, Jim Gray, Gordon Ainsleigh, Curt Smith and Joe Fecko to the Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) Board.

Members present were President Muscott, Directors Holbrook, Ferris, Fecko & Smith.

Director Gray was absent, Director Ainsleigh arrived at 5:38 p.m.

II. Review and approval of Friends of the Auburn Area Recreation & Parks, Inc. minutes of the September 27, 2012 Board meeting.

A motion was made by Director Fecko and seconded by Director Ferris to approve the September 27, 2012 minutes of the Friends of the Auburn Area Recreation & Parks, Inc.

The minutes were approved with Director Holbrook abstaining.

III. Public Comment – None.

IV. Action Item(s)

A. Review of donations, tax returns and profit and loss for Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3).

The Board reviewed the donations, tax returns and profit and loss for Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3).

There was Board consensus for a proposed policy on how donations are accepted and expenses are paid out. The proposed policy will be reviewed at the November 21, 2013 meeting of the Friends of the Auburn Area Recreation & Parks, Inc.

B. Shall the Friends Board create a cap on the administration fee?

There was Board consensus not to create a cap on the administration fee.

V. Items to be considered at future "Friends" meetings

Policy on accepting donations and paying out expenses.

VII. ADJOURNMENT – As there was no further business, the meeting was adjourned at 5:48 p.m.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.3 REVIEW OF CASH REQUIREMENTS FOR
DECEMBER, 2013**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$184,961.20

Pages: From: To: From: To:
 Check Number First Last Check Date 12/1/2013 12/31/2013
 Vendor ID First Last Checkbook ID UMPQ UMPQ
 Vendor Name First Last

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
56705	1099-193	Celena Polena	12/4/2013	UMPQ	PMCHK00002097	\$312.00
56706	F0004	Court-Ordered Debt Collections	12/4/2013	UMPQ	PMCHK00002097	\$83.61
56707	S0016	Sam's Club	12/4/2013	UMPQ	PMCHK00002097	\$268.63
56708	S1007	Stationary Engineers, Local 39	12/4/2013	UMPQ	PMCHK00002097	\$240.30
56709	S1010	State Disbursement Unit	12/4/2013	UMPQ	PMCHK00002097	\$87.50
56710	TEMPS	Ester Sherman	12/4/2013	UMPQ	PMCHK00002097	\$110.00
56711	U0019	US Bank	12/6/2013	UMPQ	PMCHK00002098	\$14,763.11
56712	1099-104	Thomas Seibel	12/13/2013	UMPQ	PMCHK00002099	\$32.50
56713	1099-193	Celena Polena	12/13/2013	UMPQ	PMCHK00002099	\$442.00
56714	1099-216	Gerald Harris	12/13/2013	UMPQ	PMCHK00002099	\$331.50
56715	1099-218	Auburn Gymnastics Center	12/13/2013	UMPQ	PMCHK00002099	\$65.00
56716	1099-223	Linda Pietz	12/13/2013	UMPQ	PMCHK00002099	\$682.50
56717	1099-252	Donna Lisa Otto	12/13/2013	UMPQ	PMCHK00002099	\$552.50
56718	1099-256	Annette Cowan	12/13/2013	UMPQ	PMCHK00002099	\$312.00
56719	1099-264	Philip Green	12/13/2013	UMPQ	PMCHK00002099	\$123.50
56720	1099-269	Deborah Lynn	12/13/2013	UMPQ	PMCHK00002099	\$78.00
56721	1099-277	Foothill Karake Do	12/13/2013	UMPQ	PMCHK00002099	\$273.00
56722	1099-285	Amanda Rogers	12/13/2013	UMPQ	PMCHK00002099	\$113.75
56723	1099-291	Isaac Humber	12/13/2013	UMPQ	PMCHK00002099	\$156.00
56724	1099-49	Paula Duffey	12/13/2013	UMPQ	PMCHK00002099	\$763.75
56725	1099-92	Paul Ellner	12/13/2013	UMPQ	PMCHK00002099	\$340.00
56726	A0014	AT&T	12/13/2013	UMPQ	PMCHK00002099	\$740.08
56727	A0027	Recology Auburn Placer	12/13/2013	UMPQ	PMCHK00002099	\$1,240.07
56728	A0134	Advanced Intregrated Pest Mana	12/13/2013	UMPQ	PMCHK00002099	\$660.00
56729	A0135	ASCAP	12/13/2013	UMPQ	PMCHK00002099	\$333.42
56730	B0042	Boberg Hardwood Floors	12/13/2013	UMPQ	PMCHK00002099	\$20,774.00
56731	C0044	Gold Country Regional Chapter	12/13/2013	UMPQ	PMCHK00002099	\$4,919.00
56732	C0058	City Of Auburn	12/13/2013	UMPQ	PMCHK00002099	\$15,960.08
56733	C0072	CIT Technology Fin. Serv., Inc	12/13/2013	UMPQ	PMCHK00002099	\$532.13
56734	C0075	Cintas Corporation	12/13/2013	UMPQ	PMCHK00002099	\$95.66
56735	C0111	CENTRAL VALLEY BROADBAND	12/13/2013	UMPQ	PMCHK00002099	\$59.95
56736	D0025	Dawson Oil Company	12/13/2013	UMPQ	PMCHK00002099	\$1,515.26
56737	D0066	De Lage Landen	12/13/2013	UMPQ	PMCHK00002099	\$562.12
56738	G0021	Veona Galbraith	12/13/2013	UMPQ	PMCHK00002099	\$50.27
56739	G0077	Gold Country Water	12/13/2013	UMPQ	PMCHK00002099	\$135.25
56740	J0012	Deere Credit, Inc.	12/13/2013	UMPQ	PMCHK00002099	\$990.63
56741	K0011	Kaiser Foundation Health Plan,	12/13/2013	UMPQ	PMCHK00002099	\$19,364.00
56742	L0027	Pat Larson	12/13/2013	UMPQ	PMCHK00002099	\$33.49
56743	M0019	Kahl Muscott	12/13/2013	UMPQ	PMCHK00002099	\$57.75
56744	M0098	Meadow Vista County Water Dist	12/13/2013	UMPQ	PMCHK00002099	\$728.38
56745	N0012	Nevada Irrigation District	12/13/2013	UMPQ	PMCHK00002099	\$1,209.18
56746	N0033	Neil O. Anderson and Associate	12/13/2013	UMPQ	PMCHK00002099	\$2,026.00
56747	P0007	Pacific Gas & Electric Company	12/13/2013	UMPQ	PMCHK00002099	\$316.73
56748	P0084	Placer County Facility Service	12/13/2013	UMPQ	PMCHK00002099	\$14,335.90
56749	R0066	Michael A. Willis	12/13/2013	UMPQ	PMCHK00002099	\$250.00
56750	S0022	Stonesifer's Auburn Safe and L	12/13/2013	UMPQ	PMCHK00002099	\$320.63
56751	S0138	Strings	12/13/2013	UMPQ	PMCHK00002099	\$596.80
56752	S1000	State Of California/DOJ	12/13/2013	UMPQ	PMCHK00002099	\$32.00
56753	S1003	Sutter Medical Foundation	12/13/2013	UMPQ	PMCHK00002099	\$2,493.00
56754	T0019	Tricon Construction, Inc.	12/13/2013	UMPQ	PMCHK00002099	\$13,765.50
56755	T0058	TELEPACIFIC COMMUNICATIONS	12/13/2013	UMPQ	PMCHK00002099	\$675.59
56756	T1000	Transamerica Life Insurance	12/13/2013	UMPQ	PMCHK00002099	\$400.00
56757	TEMPC	Curtis, David	12/13/2013	UMPQ	PMCHK00002099	\$110.00
56758	TEMPP	Patrick Forseth	12/13/2013	UMPQ	PMCHK00002099	\$110.00
56759	TEMPP	Julie Guiraud	12/13/2013	UMPQ	PMCHK00002099	\$105.00
56760	TEMPP	Clif Poulson	12/13/2013	UMPQ	PMCHK00002099	\$110.00
56761	TEMPS	Randy Spangler	12/13/2013	UMPQ	PMCHK00002099	\$105.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
56762	TEMPZ	Morgan Zerwas	12/13/2013	UMPQ	PMCHK00002099	\$110.00
56763	V0007	Verizon Wireless	12/13/2013	UMPQ	PMCHK00002099	\$317.91
56764	V0013	Pam Vann	12/13/2013	UMPQ	PMCHK00002099	\$131.13
56765	1099-122	H. Gordon Ainsleigh	12/20/2013	UMPQ	PMCHK00002100	\$52.00
56766	1099-239	Macintosh-Oddo	12/20/2013	UMPQ	PMCHK00002100	\$1,638.00
56767	F0004	Court-Ordered Debt Collections	12/20/2013	UMPQ	PMCHK00002100	\$83.61
56768	S1007	Stationary Engineers, Local 39	12/20/2013	UMPQ	PMCHK00002100	\$240.30
56769	S1010	State Disbursement Unit	12/20/2013	UMPQ	PMCHK00002100	\$87.50
56770	TEMPG	Gold Country Wildlife Rescue	12/20/2013	UMPQ	PMCHK00002100	\$30.00
56771	TEMPPP	Renee Pena	12/20/2013	UMPQ	PMCHK00002100	\$105.00
56772	U0028	U.S. Bank Equipment Finance	12/20/2013	UMPQ	PMCHK00002100	\$383.82
56773	1099-178	VDR Inc DBA K9 101	12/27/2013	UMPQ	PMCHK00002101	\$441.00
56774	1099-218	Auburn Gymnastics Center	12/27/2013	UMPQ	PMCHK00002101	\$175.50
56775	1099-278	Daniella Zimmerman	12/27/2013	UMPQ	PMCHK00002101	\$187.20
56776	1099-289	Judy Gamet	12/27/2013	UMPQ	PMCHK00002101	\$78.75
56777	A0001	Recology Auburn Placer	12/27/2013	UMPQ	PMCHK00002101	\$823.94
56778	C0004	CAPRI	12/27/2013	UMPQ	PMCHK00002101	\$30,009.00
56779	C0054	CPRS District 3	12/27/2013	UMPQ	PMCHK00002101	\$5.00
56780	C0061	California Computer Services	12/27/2013	UMPQ	PMCHK00002101	\$1,350.00
56781	C0075	Cintas Corporation	12/27/2013	UMPQ	PMCHK00002101	\$163.64
56782	C0111	CENTRAL VALLEY BROADBAND	12/27/2013	UMPQ	PMCHK00002101	\$129.95
56783	C0113	Cooks Portable Toilets & Septi	12/27/2013	UMPQ	PMCHK00002101	\$1,598.38
56784	D0077	Dudek	12/27/2013	UMPQ	PMCHK00002101	\$420.00
56785	I0018	ITS A GAS	12/27/2013	UMPQ	PMCHK00002101	\$1,300.00
56786	K0019	Kronick, Moskovitz, Tiedemann	12/27/2013	UMPQ	PMCHK00002101	\$397.35
56787	M0039	Meadow Vista Water Users Assoc	12/27/2013	UMPQ	PMCHK00002101	\$500.00
56788	N0003	Norris Electric, Inc.	12/27/2013	UMPQ	PMCHK00002101	\$108.00
56789	N0033	Neil O. Anderson and Associate	12/27/2013	UMPQ	PMCHK00002101	\$3,460.00
56790	P0005	Placer County Water Agency	12/27/2013	UMPQ	PMCHK00002101	\$4,863.82
56791	P0007	Pacific Gas & Electric Company	12/27/2013	UMPQ	PMCHK00002101	\$7,485.85
56792	P0023	PG&E	12/27/2013	UMPQ	PMCHK00002101	\$113.36
56793	S0052	Sierra Custom Awards & More	12/27/2013	UMPQ	PMCHK00002101	\$29.56
56794	T0019	Tricon Construction, Inc.	12/27/2013	UMPQ	PMCHK00002101	\$962.35
56795	T0058	TELEPACIFIC COMMUNICATIONS	12/27/2013	UMPQ	PMCHK00002101	\$685.74
56796	U0016	Uptown Signs & Graphics, Inc.	12/27/2013	UMPQ	PMCHK00002101	\$338.52
56797	X0002	P&G	12/27/2013	UMPQ	PMCHK00002101	\$311.00

Total Checks: 93

Total Amount of Checks: \$184,961.20

SECTION: 5.0

**ITEM: 5.4 REVIEW OF FINANCIALS FOR DECEMBER
2013**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

STAFF

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

PROFIT & LOSS (Table 1)
13/14 Mid-Year Approved Budget

	Mid-Year Budget FY 13-14	%	Dec ACTUAL	% Of Line Item Budget
Operating Revenues				
Program Revenue	\$ 701,137	16.9%	\$ 640,066	31.0
Facility Revenue	\$ 200,966	4.8%	\$ 166,147	8.0
Misc. Revenue	\$ 23,879	0.6%	\$ 20,052	1.0
Grants & Donations	\$ 14,153	0.3%	\$ 26,640	1.3
Interest Income	\$ 36,699	0.9%	\$ 23,815	1.2
Projects Revenue	\$ 292,941	7.1%	\$ 47,108	2.3
Tax Revenue	\$ 2,490,178	60.0%	\$ 1,106,869	53.5
In Kind	\$ 235,000	5.7%	\$ -	0.0
Transf in from Cap Const & City Trust	\$ 155,635		36,396	1.8
Total Operating Revenue	\$ 4,150,588	100.00	2,067,093	100.00
Expenditures				
Program Expense	\$ 190,592	4.6%	\$ 157,380	5.5
Operating & Supplies	\$ 278,794	6.7%	\$ 216,049	7.5
Utilities Expense	\$ 200,122	4.8%	\$ 165,349	5.8
Professional Services	\$ 40,967	1.0%	\$ 28,205	1.0
Building & Grounds Maintenance	\$ 238,878	5.8%	\$ 155,632	5.4
Property Tax Admin.	\$ 54,103	1.3%	\$ 1,902	0.1
Wages	\$ 1,452,762	35.2%	\$ 1,048,763	36.5
Benefits & Payroll Costs	\$ 645,208	15.6%	\$ 471,156	16.4
Fixed Asset Expense	\$ 111,187	2.7%	\$ 95,152	3.3
Capital Improvement Projects	\$ 659,165	16.0%	\$ 404,869	14.1
Debt Services	\$ 143,803	3.5%	\$ 131,032	4.6
Special Dept Expenses (equip res.)	\$ 50,000	1.2%	\$ -	0.0
Project Expenditures	\$ 66,778	1.6%	\$ -	0.0
Misc Expense		0.0%		0.0
Total Expenditures	\$ 4,132,359	100.00	\$ 2,875,489	100.00
Net Revenue Over Expenditures	\$ 18,229	0.44	(\$808,396)	
Annual Contingency Reserve (1-2%)	\$ 444,950		\$ 444,950	
Annual Equip Replacement Reserve	\$ 558,531		\$ 558,531	
Future Capital Construction Reserve	\$ 682,329		\$ 602,643	
ADA Reserve	\$ 78,032		\$ 45,032	
TOTAL RESERVES	\$ 1,763,842		\$ 1,651,156	

As Of 12/31/2013
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

	Current YTD
ASSETS	
Current Assets	
Imprest Fund (Petty Cash)	\$580.00
Umpqua Bank	92,408.35
Placer County Treasure-General	1,659,406.73
ADA Reserve Account	45,031.75
Placer County Treasurer - City Trust	246,001.00
Cash in Debt Service Fund	119,045.31
Youth Asst. Fund	13,970.24
Atwood Fund	(1,132.19)
Atwood - Equip Replacement Fund	15,603.66
Arboretum Grant Fund	13,474.41
Shockley Maint Fund	12,810.66
Accounts Receivable	24,803.63
A/R - 501C3 Group	7,520.00
Daycamp Receivables	5,880.00
Prepaid Workers Compensation Insurance	1,525.03
	<hr/>
Total Current Assets	\$2,256,928.58
Fixed Assets	
Fixed Assets: Land	\$1,156,603.12
Fixed Assets: Structures	11,218,789.50
Fixed Assets: Equipment	604,810.83
Fixed Assets: Computer Equipment & Software	147,457.28
Fixed Assets: Vehicles	278,180.18
Fixed Assets: Office Furniture & Rec Equipment	48,123.75
Construction In Progress	262,259.90
Less: Accumulated Depreciation	(7,671,356.91)
	<hr/>
Total Fixed Assets	\$6,044,867.65
Total Assets	<u><u>\$8,301,796.23</u></u>

LIABILITIES and EQUITY

As Of 12/31/2013
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

	Current YTD
Current Liabilities	
Prepaid Revenue	\$44.00
Sales Tax Payable	106.84
Worker's Comp Payable	1,233.37
Compensated Absenses	94,211.83
	<hr/>
Total Current Liabilities	\$95,596.04
Long Term Liabilities	
Certificates of Participation-Dai Ichi Kangyo	120,000.00
	<hr/>
Total Long Term Liabilities	\$120,000.00
Total Liabilities	\$215,596.04
Fund Balances	
GFB: Youth Assistance Fund	\$13,970.24
GFB: General Fund Balance	898,802.02
Investments in Fixed Assets	6,044,867.65
Less: Net of Related Debt	(120,000.00)
RFB: Reserved (City Mitigation)	246,001.00
RFB: Annual Equip Replacement Reserv.	558,530.72
RFB: Annual Contingency Reserve	444,950.00
RFB: Reserved for Future Capital Construction	602,642.66
RFB: Arboretum Grant Fund	13,474.41
RFB: Reserved (Atwood)	(1,132.19)
RFB: Atwood III-Equip Repl Fund	15,603.66
RFB: General Fund (ADA Reserve)	45,031.75
RFB: Shockley Maint Fund	12,810.66
DFB: Designated (Debt Service Fund)	119,045.31
	<hr/>
Net Profit/(Loss)	(808,397.70)
	<hr/>
Total Assets	\$6,044,867.65
Total Reserved Funds	\$1,817,912.67
Total Designated Funds	\$119,045.31
Total Unrestricted Funds	\$104,374.56
	<hr/>
Total Liabilities and Equity	\$8,301,796.23
	<hr/> <hr/>

Profit & Loss

For 4/1/2013 To 12/31/2013
 For Segment1 Recreation Services To Administration
 For All Segment2s
 For All Segment3s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services	36,863.00	640,065.89	619,957.00	20,108.89	103.24
Rents & Concessions	8,211.21	166,146.84	172,104.00	(5,957.16)	96.54
Miscellaneous Revenue	10,113.00	20,051.96	12,359.00	7,692.96	162.25
Grants & Donations	16,646.00	26,639.51	9,153.00	17,486.51	291.05
Interest Income	2,194.90	23,814.66	25,449.00	(1,634.34)	93.58
Project Revenue - Government	0.00	47,108.47	74,108.47	(27,000.00)	63.57
Taxes Revenue	8,273.24	1,106,868.61	1,151,522.00	(44,653.39)	96.12
TOTAL OPERATING REVENUE	\$82,301.35	\$2,030,695.94	\$2,064,652.47	(\$33,956.53)	98.36%
OTHER FINANCING SOURCES					
Transfer Funds from other sources	0.00	36,395.84	9,395.84	27,000.00	387.36
TOTAL OTHER FINANCING SOURCES	\$0.00	\$36,395.84	\$9,395.84	\$27,000.00	387.36%
TOTAL REVENUES	82,301.35	2,067,091.78	2,074,048.31	(6,956.53)	99.67
EXPENDITURES					
Program Expenses	6,828.48	157,379.68	154,445.00	2,934.68	101.90
Operations & Supplies Expense	26,641.28	216,049.40	224,484.00	(8,434.60)	96.24
Utilities Expense	44,142.55	165,348.92	168,385.00	(3,036.08)	98.20
Legal Expenses	397.35	4,814.33	11,330.00	(6,515.67)	42.49
Professional Services	1,690.00	23,391.24	21,465.00	1,926.24	108.97
Bldg & Grounds Maintenance	6,338.47	155,632.09	169,628.00	(13,995.91)	91.75
Property Tax Administration/LAFCO	0.00	1,902.49	3,103.00	(1,200.51)	61.31
Salaries Expense	124,251.50	1,048,762.71	1,056,351.00	(7,588.29)	99.28
Benefits & Payroll Costs	50,545.95	471,155.84	474,790.00	(3,634.16)	99.24
Fixed Asset Expense	855.12	95,151.59	96,187.00	(1,035.41)	98.92

Profit & Loss

For 4/1/2013 To 12/31/2013

For Segment1 Recreation Services To Administration

For All Segment2s

For All Segment3s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Capital Improvement Projects	46,058.03	404,869.35	305,137.00	99,732.35	132.68
Debt Service	990.63	131,031.84	130,201.00	830.84	100.64
TOTAL EXPENDITURES	\$308,739.36	\$2,875,489.48	\$2,815,506.00	\$59,983.48	102.13%
NET REVENUE OVER EXPENDITURES	(\$226,438.01)	(\$808,397.70)	(\$741,457.69)	(\$66,940.01)	109.03%
ADJ. NET REVENUE OVER EXPENDITURES	(\$226,438.01)	(\$808,397.70)	(\$741,457.69)	(\$66,940.01)	109.03%

SECTION: 5.0

ITEM: 5.5 FEE WAIVER REQUEST FROM JANEEN STEINHEIMER, PLACER HIGH GRAD NIGHT

DESCRIPTION: SEE ATTACHMENT

INFORMATION: XXX. Policy & Procedures for Fee Waivers

Fee waivers may be granted to non-profit organizations, schools, other public agencies and ARD co-sponsored events. ARD staff can approve fee waivers up to a dollar amount of \$1,500. Fee waivers over this amount will be sent to the Finance Committee and finally to the Consent Calendar. Denied fee waivers can be appealed to the ARD Board of Directors. Appeals should be made in writing and sent to the Customer Service/Marketing Manager at least 7 days before the next ARD Board of Director's meeting.

The person or organization making the fee waiver request should be responsible for the following:

- A. Paying applicable custodial, set up/take down fee.
- B. Special Events – paying the current rate per hour/person for staffing the event (one maintenance worker per 500 attendees).
- C. Special Events – events over 250 attendees require a dumpster.
- D. Special Events – events with 400 + attendees will require one portable toilet. Add 1 portable toilet for every 200 additional attendees.
- E. Special Events – in most cases the person/organization requesting the fee waiver will take care of trash, bathrooms, etc.

RECOMMENDATION: THE FINANCE COMMITTEE REVIEWED AND APPROVED THE FEE WAIVER REQUEST AND FORWARDED IT TO THE BOARD OF DIRECTORS FOR REVIEW AND APPROVAL

ATTACHMENTS:

Fee Waiver Request
Placer High School Grad Night Information

FEE WAIVER REQUEST

PERSON MAKING REQUEST Janeen Steinhammer
NAME OF THE ORGANIZATION Placer High Grad Night
IRS/NON PROFIT TAX ID NUMBER 20-4476276
ADDRESS AND PHONE NUMBER 275 Orange Street
Arbourn CA 95603

Janeen Steinhammer
Signature _____ Date _____

OFFICE USE ONLY

APPLICABLE FEES

FEES WAIVED

Rental Fees	\$ <u>4880</u>	\$ _____
Custodial Fees	\$ <u>500.</u>	\$ _____
Alcohol Permit Fees	\$ _____	\$ _____
Setup/Takedown	\$ _____	\$ _____
Staffing Fees	\$ <u>135.-</u>	\$ _____
Miscellaneous Fees	\$ _____	\$ _____
TOTAL FEES DUE	\$ <u>635.-</u>	

REQUEST APPROVED? Yes No

COMMENTS: _____

Approved by: _____ Date _____

PLACER HIGH SCHOOL GRAD NIGHT

Alive



A Safe & Sober Graduation Celebration

Are you looking for a great way to support our youth?

Grad Night Alive is an all-night graduation celebration provided by the Auburn community. This year marks the 25th anniversary of this Auburn tradition of providing a safe and sober celebration for Placer High School's graduating seniors.

Months in advance of graduation night each year, a group of dedicated parents and volunteers from the community starts planning Grad Night Alive. First, a theme is selected – anything from Pirates of the Caribbean to Space Odyssey. One team of volunteers starts planning and designing **extravagant decorations** that will transform the lobby, gym and surrounding areas of Recreation Park into a fantasy ball.

Another team of volunteers creates a casino in the gym where new graduates can **win prizes**, and another team arranges for **carnival games** like a Climbing Wall and a Bull Riding. Yet another team arranges for a ton of **food** to be available throughout the party for the graduates, even a **coffee and smoothie bar** is available. Graduates can **dance all night**, or get a **massage**, or go for a **swim** in the Marsha Skinner pool, or get their **portrait** done by a caricature artist. Later on, they enjoy a **grand finale event** and end the night with laughter.

Volunteers start early to raise the funds needed to put on this extravaganza. The total cost of the celebration each year runs about \$150 per student, and yet the ticket price is only \$50, depending on when they buy their ticket. The other \$90 to \$100 per student is donated by local service clubs, merchants and individuals in the form of money, prizes or services. No money from Placer High School's education budget is used for this celebration.

A **huge raffle** is held throughout the evening, and over 700 prizes are given away to the graduates – electronics, jewelry, ski/snowboard lift tickets, rafting trips, sporting goods, and various accessories for their future dorm rooms are among the many prizes. Many of these prizes are donated by local merchants, who are very supportive of this community tradition. The **Grand Prize** is a **trip for two to Disneyland**.

Grad Night Alive is a great celebration for our graduating seniors, one they will cherish for the rest of their lives. And it is only possible with the generous support of so many in the Auburn community. Please consider supporting Grad Night Alive with cash or raffle prize donations. Sponsorship opportunities are listed on the back of this flyer.

Thank you for helping make Grad Night Alive a memorable event each year.

PLACER HIGH SCHOOL GRAD NIGHT

Alive



A Safe & Sober Graduation Celebration

Please consider supporting Grad Night Alive with a cash or raffle prize donation. Send donations to the address below, or call 823-1679 to arrange for pick-up.

Sponsor Levels

Top of the Hill Sponsor

≥ \$1500

- Size-appropriate listing in appreciation display ad placed in the Auburn Journal, The Sentinel, and The Hillparent Bulletin*, including your business logo
- Your name prominently displayed at Grad Night Party
- Appreciation plaque for your business, with each year that you donated
- Exclusive sponsor tour of the Grad Night Party to view decorations and games the evening of the celebration

Gold Sponsor

\$ 500 - \$ 1499

- Size-appropriate listing in appreciation ad placed in the Auburn Journal, The Sentinel, and The Hillparent Bulletin*
- Your name prominently displayed at Grad Night Party
- Appreciation plaque for your business, with each year that you donated
- Exclusive sponsor tour of the Grad Night Party to view decorations and games the evening of the celebration

Green Sponsor

\$ 250 - \$ 449

- Size-appropriate listing in appreciation ad placed in the Auburn Journal, The Sentinel, and The Hillparent Bulletin*
- Your name prominently displayed at Grad Night Party
- Exclusive sponsor tour of the Grad Night Party to view decorations and games the evening of the celebration

Contributing Sponsor

\$ 100 - \$ 249

- Size-appropriate listing in appreciation ad placed in the Auburn Journal, The Sentinel, and The Hillparent Bulletin*
- Exclusive sponsor tour of the Grad Night Party to view decorations and games the evening of the celebration

Thank you for helping make Grad Night Alive a memorable event each year.

* The Hillparent Bulletin is a newsletter of the Placer High School Parent Teacher Club that is sent/emailed to over 1000 households in the Auburn community

Item 5.6 Cover sheet – Outdoor Facility and Fee Rentals – Proposed Policy Changes

**Auburn Area Recreation and Park District Program, Policy, Personnel and Fee Committee
January, 2014; Board of Director's meeting January, 2014**

The Issue

Shall the Auburn Area Recreation and Park District (ARD) amend its policies in regards to the rental of outdoor facilities and fees? The ARD Policy Committee has requested that this item be considered.

Background

In reviewing fees for the use of ARD sports fields, the ARD Policy Committee requested that staff review and propose changes to ARD's policies on facility and fee rentals.

These proposed changes are attached (changes are highlighted).

Recommendation for the Board of Directors

Review and approve the proposed changes to ARD's policies on facility and fee rentals.

The Policy Committee approved the proposed changes.

Alternatives Available to the Board of Directors

- 1) Do not make changes to the facility and fee rental policy
- 2) Direct staff to provide further research and information.

Fiscal Impact

None

Attachments

Outdoor Field and Facility rentals – Proposed policy changes

Outdoor Field and Facility rentals – Proposed policy changes

XXII. Use of Outdoor Fields and Facilities

A. Field use policies for private renters:

1. All renters must adhere to the Field Availability Policy.
2. The District reserves the right to cancel any event with or without advance notice. District functions take priority in all cases. Renter will schedule fields from the master schedule with the Customer Service Office.
3. Fields will be assigned on a first come, first served basis, except for historic/regular User Groups (ex. Little League use of baseball fields in the spring). ~~except during specified sports seasons.~~
4. A renter may contract with the District to prepare fields for an event for additional fees, to be paid in full prior to field preparation.
5. Fields are expected to be left in the same condition that they were found in. A fee for additional maintenance work required by the District to bring the field(s) back to acceptable playing condition may be charged to the responsible party. Future reservations will not be permitted until this fee is paid. ~~The fee for any extra maintenance work required by District staff will be taken out of the damage deposit or charged to the responsible party.~~ Deposits may be required.
6. The District reserves the right to deny any rental request for the use of fields. Complaints or problems related to a specific customer's use will be taken into consideration when a rental application is submitted for use of fields.
7. Rained out reservations may be rescheduled or fees refunded if requested the first working day after the rain out.
8. A strict 11:00 curfew will be enforced for all week night and weekend play, unless prior authorization is obtained by Special Permit.
9. No person or commercial enterprise may use a District park or facility for financial gain unless authorized by Special Permit or they are ~~is~~ running a District sanctioned class or activity. Associated rental fees may be charged.

B. Field Use Policies for User Groups:

1. A User Group is defined as an organization that regularly rents fields or facilities from the District. Generally, all youth sports organizations are considered User Groups.

All User Groups must adhere to the field availability policy detailed in section C. Note
Section C removed for the sake of brevity in this review

3. User Groups will prepare a schedule at least two months in advance and submit to the Customer Service/Marketing Manager.
4. A User Group may contact with the District to prepare fields for an event for additional fees, to be paid in full prior to field preparation.
5. The District reserves the right to deny any rental request for the use of fields. Complaints or problems related to a specific User Group will be taken into consideration when a rental application is submitted for use of fields.
6. Rained out reservations may be rescheduled or fees refunded if requested the first working day after the rain out.
7. A strict 11:00 curfew will be enforced for all week night and weekend play, unless prior authorization is obtained by Special Permit.
8. No food or beverages may be sold at any field without a special use permit or contract, and must meet all state, county and local ordinances and regulations.
9. Parking is allowed only in designated areas.
10. No public address systems or other amplification units will be allowed, unless first approved through a Special use Permit. All such approvals must adhere to ARD Ordinance # 1 G.
11. No person shall willfully make or continue a loud, unnecessary, or unusual noise or indulge in riotous, boisterous, threatening, or indecent conduct, or abusive, threatening, profane or indecent language within a park in such a manner as to disturb the public peace or to materially disrupt the quiet enjoyment of reasonable persons of normal sensitivity who are lawfully present in the park or on nearby properties.
12. Renters will be required to compensate the District for any damage to fields or equipment that may occur during the renter's period of use.

D. Field Fees & Proceedings:

1. Fees: Refer to established Schedule of Fees as approved by Board of Directors.
2. Procedure:
 - a. Reservation of fields may be made up to 1 (one) year in advance.

b. Fields are available for single-use rentals for a minimum rental time of two hours.

c. A refundable \$50 deposit is required on a key. The key must be returned the next working day, or a \$5 late fee will be charged per day. Deposit refunds, less late fees, will be processed upon return of key to Customer Service.

E. Facility & Field Rental Fees.

All fees are payable in full at the time of the reservation. No permit will be issued to rent District facilities and/or fields until all outstanding bills are paid in full or payment arrangements are made with written approval of the District Administrator or designee.

For any season, User Groups must pay in advance according to their submitted reservation schedule for the entire season in advance. Payment arrangements may be made with prior written approval of the District Administrator or designee to issue the permit for the season with an agreed upon payment schedule. In all cases, full payment must be made by the start of the User Group's season, whereas the User Group will agree to pay in advance for the reservation at a minimum of one month at a time. Payments must be made according to the payment schedule. If payment is not received by the due date, the District has the right to revoke the existing permit. In the event of potential revocation, a written notice will be sent to the contract person of record with the District. The District may revoke the permit if payment is not received or payment arrangements are not approved by the District Administrator within 14 days from the date of notice.

Once all outstanding balances are paid in full or further payment arrangements are approved in writing by the District Administrator, the User Group will be required to reapply for a use of light permit.

Furthermore, User Groups will not be permitted to use the lights until payment is received in full. Outstanding bills over 30 days are subject to civil action and/or prosecution.

All credits will be refunded to the User Groups at the end of the season upon payment in full.

SECTION: 6.0

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

INFORMATION:

SEE ATTACHMENTS

District Administrator
Report to the Board of Directors
January, 2014

- F&G staff repaired/improved the warning tracks on the three baseball fields at Recreation Park and installed a new infield at Beggs Field. These improvements were all completed by ARD staff. Auburn Little League is paying half of the cost for the new Beggs infield turf.
- The proposal for the Overlook Park security gates is nearing approval. A few minor changes have been sent for (hopefully) final sign-off by USBR.
- The coyote decoys we have been using at Meadow Vista Park have had some success during the day, as far as scaring away the Canadian geese. The decoys are put out when the F&G staff member arrives each morning and put away when the employee leaves (this is done so the decoys are not removed/stolen). While the decoys are out, the geese have been largely ignoring the park. Unfortunately, the geese come back in the evenings. We purchased 3 more for Regional Park with limited results. Staff is pursuing other options for getting the geese out of the parks.
- The 2014 Events Calendar is completed. We are returning all of the events from last year, plus a new event – The Sweetheart Sock Hop (Saturday, February 15th). This Sock Hop is taking place in the Recreation Park gym, the site of dances during the at least the early 60's (from what we have been told). It is a 21+ event, as we will be selling wine/beer. If everything goes as budgeted, we hope to make over \$2,000 from the event. Mark it on your calendar and tell your friends. It should be a fun time.
- ARD staff will be meeting with PCWA staff to discuss the drought as it relates specifically to ARD. ARD staff is currently working on a plan for dealing with a lack of water for the parks. We are expecting a 50% reduction in untreated water, the main source of irrigation for Recreation, Ashford, Railhead and Meadow Vista Parks.
- ARD did very well with the auction of the disposed items. Thanks in large part to the article in the Auburn Journal, ARD took in over \$15,000 for the vehicles, gator carts and assorted equipment.

Meetings/events attended

1/7: Sock Hop committee

1/7: Rotary

1/8: Gold Country Chapter CSDA workshop re: Parliamentary Procedure

1/9: Randy Spangler, International Mountain Bike Association re: Bike Park

1/10: Auburn Chamber Installation Dinner

1/13: Auburn City Council meeting re: Recreation Park cell tower easement

1/14: Rotary

1/14: Bell Rd. property site visit re: wetlands delineation

1/15: Auburn Chamber of Commerce Board meeting

1/16: Sock Hop Committee

1/21: Rotary Board meeting

1/21: Meeting with Stewardship Council, Placer Land Trust re: Bell Rd. property

1/21: Rotary

1/21: Finance Committee

1/21: A&D Committee

1/22: Policy Committee

1/23: Meeting with staff from USBR re: Operations and Development Plan and specific projects

1/24: Bell Rd. property site walk with Stewardship Council

Meetings/events scheduled to attend

1/27: Meeting with PCWA – drought conditions

1/28: Rotary

1/28: Sock Hop Committee

1/28: CPRS DII Administrator's meeting

1/28: Meeting re: Senior Center

1/29: CPRS Executive Summit

Administrative Services Manager

Report to the Board of Directors

January, 2014

The sale of the cell tower site has closed and the District received the funds on Thursday, January 23, 2014. Staff will set up a special reserve type account for these funds so that the Board will have visibility of the funds at all times. Staff will also bring a solar project for Recreation Park to the A&D committee in the next few weeks. The payback numbers we've seen to date make it a very viable project for the District that provides excellent return on investment.

Staff will also bring the first iteration of the 2014/2015 budget to the finance committee in February for evaluation.

Facilities & Grounds Manager

Report to the Board of Directors

January, 2014

Replace infield sod Beggs Field (remove old sod, adjust irrigation) (5208sf).

Repair infield sod James Field (Pitchers mound area, base lines, coach's boxes (500sf).

Sod repair B Field Railhead Park (1000sf).

Sod replacement Ashford Park (below bathrooms) (1920sf).

Sod replacement Regional C field (4800sf).

Install decomposed granite on warning tracks Recreation Park (James, Recreation and Beggs Fields).

Paint dugouts James Field.

Irrigation startup all Parks.

Preparation of District vehicles for auction (smog, remove decals).

Repair Discovery Club ramp Recreation Park (replace rotten wood, install new carpet).

Painting exterior trim CVCC (planter boxes).

Tree trimming Walking Trail.

Ball field preparation Regional Park (bolt rip, screen drag).

Daily cleanup of goose droppings Regional and Meadow Vista Parks.

Scheduled daily trash and bathroom cleaning.

Startup of Sierra Pool for Masters Swim (February 3).

Daily cleanup of all District playgrounds and picnic areas.

Scheduled daily cleaning of all District Buildings.

Landscape Architect
Report to the Board of Directors
January, 2014

- Miscellaneous Items: Miscellaneous project research, update of project lists, monthly Board report. Miscellaneous project coordination with Larry Gray and Pat Shane.
- PGE Land Trust Donation Application: Continued communication with PGE and Stewardship Council. Staff meetings and ongoing communication with Placer Land Trust and Stewardship Council. Coordination with consultants on Wetland Study and Topographic Survey work. Coordinated survey work for Christian Valley. Review of topographic survey, meetings with surveyor and wetlands biologists. Meeting with Stewardship Council, Placer Land Trust and ARD. Preparation of study concept plan for Bell Road based on topography and wetland delineation. Ongoing coordination on Conservation Easement for Christian Valley property. Multiple staff meetings and discussions. Site visit with Stewardship Council Board members and Placer Land Trust staff members to discuss development potential.
- Bike Park/Pump Track Project: Multiple staff meetings. Phone calls and emails with Bike Committee and meetings on site with equestrian community members. Developed updated plan to show bike park and equestrian trails concepts. Public meeting at A&D Committee.
- Ashford Restroom Remodel: Phone calls with contractors, project pending mitigation funding approvals.
- Railhead Park Playgrounds: Completed plans to submit to Bureau. Working remaining items for submittal package. Meeting at the Bureau to discuss project.
- Railhead Park Design: Completed plans to submit to Bureau. Working remaining items for submittal package. Meeting at the Bureau to discuss project.
- Regional Park Gym Floor: Continued site monitoring and coordination with contractor.
- Bureau of Reclamation Operation and Development Plan: Work on preliminary timeline and coordination with Bureau. Meeting at the Bureau to discuss scope and content.
- Bocce Ball at Recreation Park: Met with surveyor to discuss scope of work and project to obtain proposal for survey and coordination of design. In-house meetings and research.
- Begg's Field Netting: Met with Eagle Fence to get proposal for safety fencing at Begg's Field in score booth area. Received estimate and approved moving forward with project.

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

	12/10/13-1/24/14	12/10/12 –
1/24/1 Activity Registrations	\$19,000	\$24,000
Day Care/Discovery payments	\$30,000	\$34,000
5 Facility payments/reservations	\$18,000	\$15,000

- Started to meet with different user groups to schedule field usage.
- Working with different event organizers to coordinate park usage.

- Email blast to promote activities.
- Staff prepared and distributed flyers to promote activities.
- Chamber Ambassador Visits.
- Monthly steering committee meeting with Mike Lynch and other State Parks employees and volunteers for opening the Hawver Mine and Cave Tour this fall.

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

- Meetings attended: AAUW Board, Robalos Parent
- Worked to get new calendar designed and printed
- Distributed extra activity guides
- Prepared 2014 sponsor packets
- Continue meetings with instructors for summer classes.
- Had meetings with group of Women in Business regarding- "A women in Business Shopping Expo" (2). Sponsor and vendor forms are available
- Returned to Mel's Diner regarding sponsoring the February Sock Hop. They have given ARD 5 - \$10 cards for prizes and cars for the tables.
- Gathered decorations and table cloths for the sock hop.
- Meeting with instructors to distribute Endurance Challenge record booklets.
- Met with Ukulele planning committee.
- Met with representatives from the Waldorf School to explore camps we can co-sponsor for summer.
- Met with a representative from Mad Science of Sacramento Valley to consider camps for 4-12 year olds.
- Met with the ARD Masters Swim coach and the Placer High swimming coach to get ready for the seasons starting 2/3.
- Will be attending the Senior Center meeting with the District Administrator.

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

Coming up this Month

February 3	Master's Swimming Begins	Sierra Pool
February 10	HS Swim Teams Begin	Sierra Pool
February 9	A Taste of Chocolate	Old Town
February 15	Sweetheart Sock Hop	Recreation Gym
February 17	President's Day	Offices Closed
February 22	Giant Pumpkin Forum	CVCC, Foothills Room

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

- Auburn El. Discovery Club is offering Kids Yoga on Mondays and Thursdays after school through March, and is well attended.
- Newcastle recently started a Knitting Club.
- Preparing for summer day camp – field trips, themes and budgeting, petitioning sponsors for t-shirts.
- Preparing for February day camp: Feb. 10 and Feb. 18-21.
- Flyers distributed to Newcastle and Placer Hills schools.
- Sock Hop committee meeting & planning, purchasing.
- Purchasing done for site snacks and supplies.
- Letters sent to potential sponsors for summer day camp t-shirts.
- Budget planning.

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Apr-13	John Kirkpatrick	Gold Country Wildlife Rescue-Sierra Room, Kitchen, Sunset Rm, Education seminar	\$800.00	\$30.00	\$800.00	No		
Apr-13	Karen Neal	Cub Scout Pack 6-Meadow Vista-Regional Park Picnic sites and Amphitheater-Annual meeting	\$200.00	\$10.00	\$200.00	No		
Apr-13	Bart O'Brien	Auburn Rotary-Outgoing President	\$120.00	\$30.00	\$150.00	No		
May-13	James Moore	Auburn "Host" Lions Club- Picnic sites at Recreation Park	\$100.00	\$60.00	\$100.00	No	\$1,150.00	\$1,150.00
May-13	Barbara Crowell	Senior Health Fair-Regional Gym and Lakeside Room	\$1,360.00	\$360.00	\$1,040.00	Yes		
May-13	Kerri Rondoni	Placer Hills School District-Meadow Vista Picnic Sites-End of year party	\$150.00	\$90.00	\$150.00	No		
Jul-13	Barbar Whitley	Girl Scouts-Recreation Picnic area- Group meeting	\$50.00	\$30.00	\$50.00	No	\$1,290.00	\$2,440.00
Jul-13	Patrick King	Auburn Moose Lodge Picnic- Recreation Park Picnic 1	\$75.00	\$60.00	\$75.00	No		
Jul-13	Joshua Freeman	Auburn Church of Christ-Fundraising evnet	\$150.00	\$90.00	\$150.00	No		
Jul-13	Christine Bunnell	Tracey Bunnell-CANCELLED	\$840.00	\$60.00	\$840.00	Yes		
Aug-13		Adjustment for Bunnell's cancellation					\$1,115.00	\$3,555.00
Aug-13	John Gillmore	Boy Scouts of America-Pack 57; Picnic #1, Rec. Park-Pack Meeting	\$80.00	\$30.00	\$50.00	No	\$275.00	\$2,715.00
Sep-13	Barbara Webb	Placer Hills Education Foundation: Meadow Vista Picnic Sites-Fundraiser for PHEF	\$225.00	\$130.00	\$225.00	No	\$50.00	\$2,765.00
Sep-13	John Gillmore	Boy Scouts of America-Pack 57; Picnic #1, Rec. Park-Pack Meeting	\$50.00	\$30.00	\$50.00	No		

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Sep-13	Ed Eason	Gold Country Toy Run-Annual Ride... Regional Gym and Picnic sites at Rec. Park	\$710.00	\$30.00	\$740.00	Yes		
							\$1,015.00	\$3,780.00
Oct-13	Katrina Kane	Placer County Sheriff Search & Rescue Recertification Prg. At Overlook Park	\$226.00	\$60.00	\$226.00	No		
Oct-13	Patrick Little	Special Olympics-Recreation Gym	\$643.50	\$165.00	\$643.50	No		
Oct-13	Veona Galbraith	Girl Scout Troop 1589-Lakeside Room	\$120.00	\$30.00	\$120.00	No		
							\$989.50	\$4,769.50
Nov-13	Will Taylor	Health and Human Services, Placer County-Recovery Happens. Recreation Park Picnic Sites	\$240.00	\$90.00	\$240.00	No		\$5,009.50
Dec-13	Alexandra Haslings	Auburn Zombie Run-Recreation Park Picnic Sites	\$150.00	\$60.00	\$150.00	Yes		
Dec-13	Tim Helmer	Auburn Area 45 Club-Fundraising Christmas Event for Children-Sierra Room and Kitchen	\$230.00	\$60.00	\$230.00	No		
Dec-13	Susan Rushton	AAUW-Annual Trivia Bee Fundraising-Regional Gym and Lakeside Room	\$2,160.00	\$90.00	\$2,160.00	No		
							\$2,440.00	\$7,729.50
Jan 014	Ralph Lucas	Western States Endurance Run holding a communication training session in Sierra Room	\$360.00	\$60.00	\$360.00	Per MOU with WSTF		
Jan 014	Janean Steinheimer	Placer High Grad Night- Recreation Park Building and Pool	\$4,880.00	\$635.00	Pending approval			
							\$360.00	\$8,089.50

2013/2014 Project List

PROJECT	Est. Cost	Notes	Est. completion date
Ashford Park			
Restroom Remodel	35,000	Received two bids under \$25,000. Submitted mitigation funding request to County.	May-14
Ashford Path Of Travel Renovation	27,000	Project complete	Oct-13
Path Of Travel Rest Stops	4,000	Cannot construct rest stops because code compliant slopes are not buildable	
Parking Lot Renovation	40,000	Project complete	Oct-13
Playground Replacement	68,000	Playground completed and inspected	Jul-13
ADA Signage	500	Install directional signage throughout park	Mar-14
Pond mucking	6,850	Work completed	Oct-13
Recreation Park			
ADA Signage	1,500	Install ADA signage parkwide	Mar-14
Begg's Safety Netting	1,500	Install safety netting over observation area at Begg's Field	Mar-14
Expansion Joint Pool	35,000	Project Completed	Oct-13
Regional Park			
24 Acres Walking Path - In Kind	235,000	DG pathway by Western Care; project on hold due to issues with Timberline Project	TBD
MP Field Improvements	12,500	Work to begin April 1, 2014	July, 2014
Canyon View Community Center			
Roof Repair	10,000	Project completed	Mid November, 2013
Railhead Park			
Shade Structure and Hardscape	121,200	Plans complete. Working on packet to submit to USBR	Jun-14
Playground Replacement	61,000	Plans complete. Working on packet to submit to USBR	Jun-14
Meadow Vista Park			
Pathway Repairs	23,000	Project Completed	Sep-13
Pond mucking	18,149	Work completed	Oct-13
Total Projects Fiscal Year	700,199		
Updated January 14, 2014			

Jan-14

Vandalism Report

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

Total \$330.00 Total \$1,175.46

Item 8.1 Cover sheet – Committee meetings and related policies

Auburn Recreation District Policy Committee meeting January, 2014; Board of Directors meeting January, 2014

The Issue

Shall the Auburn Area Recreation and Park District (ARD) amend its policies related to Committee meetings? Director Smith has requested that these items be considered.

Background

Recent information obtained by the District has prompted a review of ARD Policies and Procedures as regards holding of meetings including the Board meetings and all Board level Committee meetings.

A question was asked of the California Special District Association at large regarding types of meetings. The answer was, there are only three kinds of meetings. Regular meetings, Special meetings, and Emergency meetings. By definition, if a meeting is being held under the authority of the Board, and is not a Special meeting or an Emergency meeting, then it is a Regular meeting.

A review of the California Government Code (See attached excerpts) led to the realization that all of our committee meetings should be “noticed” and handled with the same formality as our Board meetings. This presented a conundrum. Since our agendas and policies spell out the existence of certain committees yet we never “notice” the meetings when they are held, we were/are technically in violation of the code.

After some review and discussion, it has been proposed the following actions be taken.

- The following committees which in some cases seldom meet and/or currently are inactive will be dissolved.
 - Party In The Park
 - Goals and Assessments
 - Legal Review
- A new policy will be added as follows:
“All legal bills submitted by the District’s attorney will be reviewed and approved by at least two Board members prior to being paid.”
- Henceforth, all “standing” Board level committee meetings with ongoing subject matter will be “noticed”. ARD currently notices for the Policy Committee, Finance Committee and the Acquisition and Development Committee.
- Appropriate action will be taken to reflect the above changes in the District’s written policies and procedures.

Recommendation for the Board of Directors

The ARD Policy Committee approved of the changes noted with one exception:

Legal Review be added to the items covered at the Policy Committee. Effectively, this would change the name of that committee to the “Personnel, Policy, Fee and Legal Review Committee”.

Staff recommends changing the review of legal bills to what was proposed by Director Smith. Certain legal bills may contain confidential information related to employee investigations. Staff feels that it is best practice to not have this information (potentially) discussed at an open meeting.

Alternatives Available to the Board of Directors

1. Do not approve the noted changes
2. Request more information from staff

Fiscal Impact

N/A

Attachments

Excerpts from California Government Code

Policy changes proposed for the Board Procedures and Responsibilities Manual and the District Procedures and Responsibilities Manual

Excerpts from California Government Code (all under the “Brown Act”)

54952.

As used in this chapter, “legislative body” means:

(a) The governing body of a local agency or any other local body created by state or federal statute.

(b) A commission, committee, board, or other body of a local agency, whether permanent or temporary, decision making or advisory, created by charter, ordinance, resolution, or formal action of a legislative body. However, advisory committees, composed solely of the members of the legislative body that are less than a quorum of the legislative body are not legislative bodies, except that **standing committees** of a legislative body, irrespective of their composition, **which have a continuing subject matter jurisdiction**, or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body are legislative bodies for purposes of this chapter.

54952.2.

(a) As used in this chapter, “meeting” means any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the legislative body.

54954.

(a) Each legislative body of a local agency, except for advisory committees or **standing committees**, shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings. Meetings of advisory committees or **standing committees**, for which an agenda is posted at least 72 hours in advance of the meeting pursuant to subdivision (a) of Section 54954.2, shall be considered for purposes of this chapter as regular meetings of the legislative body.

Policies to be stricken from ARD's Board Procedures and Responsibilities Manual

Section III BOARD PROCEDURES AND CONDUCT OF BOARD MEETINGS

GOALS & ASSESSMENTS COMMITTEE:

The Goals and Assessments Committee does not have an agenda, is generally composed of two Board Members and is responsible for the following:

1. Maintain the District Administrator's contract.
2. Generate yearly goals for the District Administrator.
3. Facilitate the review and evaluation of the District Administrator during the May/June time frame each year.

LEGAL REVIEW COMMITTEE:

The Legal Review Committee is confidential (as required), does not have an agenda, is generally composed of two Board Members and is responsible for the following:

1. Meets monthly to review and approve/disapprove all legal billings received by the District.
2. Initial review of legal issues as deemed appropriate by the District Administrator.

Policy to be added to ARD's District Policies and Procedures Manual

VI. Policy on Authorization for Legal Services

District Counsel is the Legal Counsel for the District and receives its direction from the District Administrator, the majority of the Board, or from the Chair or representative of the Board as delegated, or as determined by policy or regulation. Legal Counsel should only be used as absolutely necessary, to protect the best interest of the District.

- General Policy on Legal Counsel Contact. Items pertaining to regular District business shall be directed to the District Administrator. If it is determined legal attention may be required, the item should be forwarded to Counsel for initial review and direction. The District Administrator may approve \$1000 per issue. Items that may result in potential or anticipated litigation, or continue to exceed the Administrator's limits, shall be brought to the attention of the Board for consultation and direction. For emergency purposes the Board Chair can consult and give direction.
- Board Chair Contact. The Board Chair is allowed up to two hours per month for consultation with Legal Counsel. Additional expenditures will require Board approval/direction. If necessary, this approval can be received by Counsel or the District Administrator as provided in the California Government Code.
- Board Member Contact. Remaining Board Members are allowed to contact Legal Counsel for up to a fifteen-minute period, or contracted minimum time should that exceed the fifteen minutes. If additional time is required, the Board Chair or District Administrator may approve up to 45 additional minutes. Additional expenses will require Board direction.

- D.** Policy to Re-Address Performance of Legal Counsel. The District will re-address performance of the contracted Legal Counsel every two years. If services and fees are not found to be in accordance with the Legal Services Agreement as signed by the District Administrator and Legal Counsel, the District may seek new counsel.
- E.** Legal Bill Review. All legal bills submitted by the District's attorney will be reviewed and approved by at least two Board members prior to being paid.

Item 8.2 Cover Sheet for Amending Friends of ARD 501C3 Policy and Procedures

Auburn Area Recreation and Park District Board of Directors meeting January 2014.

The issue:

Shall the 501C3 “Friends of ARD” (“Friends”) Board approve changes and /or amendments to policies and procedures?

Background:

1. The 501C3 does not have a policy concerning frequency of meetings, nor determinate times of such meetings. It is proposed that meetings of the Friends Board be held at least quarterly on the last Thursday of the month to coincide with the regular Board meetings of the Auburn Area Recreation and Park District.

Further, it is proposed that Friends Board meetings shall be agendized as part of the regular District Board meetings as action items, discussion items, or consent items.

2. It is proposed that the Friends Board consist of five (5) Board members and that they shall be the same Board members that make up the Board of Directors of the Auburn Area Recreation and Park District.
3. It is proposed that the President of the Friends Board shall be the District Administrator of the Auburn Area Recreation and Park District.
4. It is proposed that the Treasurer of the Friends Board shall be the Administrative Services Manager of the Auburn Area Recreation and Park District.
5. It is proposed that the Secretary of the Friends Board shall be the Secretary to the Board of the Auburn Area Recreation and Park District.
6. It is proposed that a new procedure for donations to Friends be implemented. This proposed procedure shall be as follows:
 - A. “Individual and Organizational donations to Friends shall be “net” donations, such that all costs associated with fundraising by individuals and/or organizations shall be the responsibility of, and paid for, by those individuals and/or organizations prior to funds being donated to Friends. Friends shall not disburse funds for any expenses of said individuals and/or organizations.

with development of such specific projects or events, and detailed accounting shall be maintained for such disbursements in all cases.

7. It is proposed that in all cases where specific policies have not been generated for the operation and function of “Friends”, Auburn Area Recreation and park District policies shall be used as a guide in conducting business.

Recommendation: Staff recommends that the Friends Board approve the above referenced amendments and/or changes to policies and procedures of the Friends of ARD.

Fiscal Impact: None

Item 9.0 Cover sheet – Discussion Item #1. Sports Field Rental Fee Increase

**Auburn Area Recreation and Park District Program, Policy, Personnel and Fee Committee
January, 2014; Board of Directors meeting January, 2014**

The Issue

Shall the Auburn Area Recreation and Park District (ARD) raise rental fees for sports fields? The ARD Policy Committee has requested that this item be considered.

Background

ARD Policy regarding rental fees for use of sports fields is as follows:

XXII. Use of Outdoor Fields and Facilities

D. Field Fees & Proceedings:

1. Fees: Refer to established Schedule of Fees as approved by Board of Directors.

The last fee increase for sports fields was approved and implemented in January, 2012.

A review of the last 3 years P&L for sports fields (attached) shows that certain fields are not meeting a cost recovery of 50%, a past stated goal of the ARD Board.

Additionally, certain sports damage the fields to a much greater extent than others. A premium rate for those sports (football, rugby, lacrosse) has been proposed.

Recommendation

As the cost recovery on these fields is near 50%, a past stated goal of the ARD Board, staff recommends a modest increase of 5% on the costs to rent most of the fields. Those new fees fields are indicated in red on the Proposed Sports Field Rental Fee chart (attached).

Staff also recommends the other changes as proposed on the Sports Field Rental Fee chart.

Staff recommended that the Policy Committee approve the proposed changes and forward to the Board as a discussion item at the January, 2014 Board of Directors meeting. Staff will send a letter to User Groups allowing them to comment on the proposed changes before final approval at the February Board of Directors meeting. Staff recommends that the new prices would then go into effect April 1st, at the beginning of ARD's Fiscal Year.

The Policy Committee agreed with staff's recommendation.

Alternatives Available

- 1) Increase the rental fees at a different rate
- 2) Keep the rates at the same level they are now

3) Direct staff to provide further research and information

Fiscal Impact

The profit and loss for each field is listed on the attached P&L chart.

Attachments

Sports Field P&L

Existing field rental fees

Proposed new field rental fees

ARD Sports Fields Profit and Loss

Regional "C"

	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14*</u>	<u>3 year average</u>
Expenses				
Maintenance	\$202	\$4,341	\$6,220	\$3,588
Wages (avg. \$12/hr.)	\$1,524	\$2,280	\$2,255	\$2,020
Wage Roll-ups (40%)	\$610	\$912	\$902	\$808
Expense Total	\$2,336	\$7,533	\$9,377	\$6,415
Revenue	\$923	\$2,810	\$4,095	\$2,609

Regional Soccer

	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14*</u>	<u>3 year average</u>
Expenses				
Maintenance	\$4,960	\$149	\$2,225	\$2,445
Wages (avg. \$12/hr.)	\$948	\$1,140	\$1,303	\$1,130
Wage Roll-ups (40%)	\$379	\$456	\$521	\$452
Expense Total	\$6,287	\$1,745	\$4,049	\$4,027
Revenue	\$614	\$2,342	\$4,166	\$2,374

Regional "A" (note: used mainly for ARD softball; labor costs reflect time spent lining/prepping field)

	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14*</u>	<u>3 year average</u>
Expenses				
Maintenance	\$1,641	\$2,016	\$1,279	\$1,645
Wages (avg. \$12/hr.)	\$2,016	\$4,776	\$4,945	\$3,912
Wage Roll-ups (40%)	\$806	\$1,910	\$1,978	\$1,565
Expense Total	\$4,463	\$8,702	\$8,202	\$7,122
Revenue	134	132	362	\$209

Note: expenses do not include garbage, sewer, water, or bathroom supplies

Note: FY 13/14 expenses = actual + projected

FY 11/12
FY 12/13
FY 13/14*
3 year average

Regional "B"

Expenses

Maintenance	\$1,640	\$2,691	\$1,279	\$1,870
Wages (avg. \$12/hr.)	\$1,008	\$1,968	\$2,276	\$1,751
Wage Roll-ups (40%)	\$403	\$787	\$910	\$700
Expense Total	\$3,051	\$5,446	\$4,465	\$4,321

Revenue \$1,617 \$2,105 \$2,336 \$2,019

James Field

Expenses

Maintenance	\$7,614	\$6,267	\$9,407	\$7,763
Wages (avg. \$12/hr.)	\$1,692	\$2,616	\$3,682	\$2,663
Wage Roll-ups (40%)	\$677	\$1,046	\$1,473	\$1,065
Expense Total	\$9,983	\$9,929	\$14,562	\$11,491

Revenue \$5,794 \$16,734 \$9,768 \$10,765

Beggs Field

Expenses

Maintenance	\$5,376	\$3,291	\$8,036	\$5,568
Wages (avg. \$12/hr.)	\$2,304	\$1,932	\$2,793	\$2,343
Wage Roll-ups (40%)	\$921	\$773	\$1,117	\$937
Expense Total	\$8,601	\$5,996	\$11,946	\$8,848

Revenue \$2,217 \$2,830 \$3,677 \$2,908

Recreation Field

Expenses

Maintenance	\$718	\$1,075	\$3,824	\$1,872
Wages (avg. \$12/hr.)	\$420	\$804	\$1,406	\$877
Wage Roll-ups (40%)	\$168	\$322	\$562	\$351
Expense Total	\$1,306	\$2,201	\$5,792	\$3,100

Revenue \$1,363 \$4,004 \$3,580 \$2,982

FY 11/12

FY 12/13

FY 13/14*

3 year average

Railhead Park**Expenses**

Maintenance	\$8,624	\$6,655	\$6,134	\$7,138
Wages (avg. \$12/hr.)	\$1,128	\$300	\$3,103	\$1,510
Wage Roll-ups (40%)	\$451	\$120	\$1,241	\$604
Expense Total	\$10,203	\$7,075	\$10,478	\$9,252

Revenue

\$18,861

\$32,714

\$23,358

\$24,978

Christian Valley ball field**Expenses**

Maintenance	\$ 2,307	\$ 2,358	\$ 2,878	\$2,514
Wages (avg. \$12/hr.)	\$ 4,920	\$ 3,552	\$ 2,736	\$3,736
Wage Roll-ups (40%)	\$ 1,968	\$ 1,421	\$ 1,094	\$1,494
Expense Total	\$9,195	\$7,331	\$6,708	\$7,745

Revenue

\$1,104

\$837

\$1,850

\$1,264

Sugar Pine Ridge (Winchester)**Expenses**

Maintenance	\$ 2,486	\$ 2,940	\$ 766	\$2,064
Wages (avg. \$12/hr.)	\$ 3,264	\$ 3,684	\$ 2,628	\$3,192
Wage Roll-ups (40%)	\$ 1,306	\$ 1,474	\$ 1,051	\$1,277
Expense Total	\$7,056	\$8,098	\$4,445	\$6,533

Revenue

\$2,088

\$3,568

\$2,706

\$2,787

Placer Hills Park soccer field**Expenses**

Maintenance	\$ 582	\$ 538	\$ 866	\$662
Wages (avg. \$12/hr.)	\$ 8,940	\$ 5,760	\$ 3,924	\$6,208
Wage Roll-ups (40%)	\$ 3,576	\$ 2,304	\$ 1,570	\$2,483
Expense Total	\$13,098	\$8,602	\$6,360	\$9,353

Revenue

\$1,120

\$1,085

\$539

\$915

Note: expenses do not include garbage, sewer, water, or bathroom supplies

Note: FY 13/14 expenses = actual + projected

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	Hourly	Hourly	Hourly
Recreation Field	\$9.15	\$18.30	\$25.50	\$33.65
Beggs Field	\$10.15	\$23.35	\$30.45	\$38.60
James Field	\$18.25	\$25.40	\$33.50	\$41.60
Regional A Softball	\$17.25	\$22.35	\$29.45	\$37.55
Regional B Softball	\$16.25	\$20.30	\$28.40	\$35.55
Regional C Softball	\$16.25	\$20.30	\$28.40	\$35.55
Regional Soccer Field	\$12.20	\$20.30	\$28.40	\$35.55
MV Soccer A/B	\$13.20	\$23.35	\$30.45	\$38.60
MV Pee Wee Soccer	\$8.15	\$15.25	\$23.35	\$30.45
MV Softball	\$16.25	\$18.30	\$25.50	\$33.50
Railhead A Field	\$12.20	\$23.35	\$30.45	\$38.60
Railhead B Field	\$12.20	\$23.35	\$30.45	\$38.60
Christian Valley Field	\$9.15	\$15.25	\$23.35	\$30.45
Winchester Field	\$16.25	\$20.30	\$28.40	\$35.55
Fair A Softball	\$16.25	\$20.30	\$28.40	\$35.55
Fair B Softball	\$9.15	\$15.25	\$23.35	\$30.45
Fair C Softball	\$9.15	\$15.25	\$23.35	\$30.45
Placer Hills Field	\$7.15	\$15.25	\$23.35	\$30.45
Outdoor Volley/Basketball Courts	\$8.15	\$12.20	\$15.25	\$18.30

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

Tournament Packages

Tournament Location	All Groups	
	1/2 Day 9am-3pm, 6 hours	All day 9am-9pm, 12 hours
Recreation Fields	\$105.00	\$210.00
Regional Fields	\$105.00	\$210.00
Fairgrounds Fields	\$105.00	\$210.00
Regional Soccer Field	\$105.00	\$210.00
Railhead Soccer Fields	\$105.00	\$210.00

Lights	\$25.00 per hour
Field Lining-Softball Fields only	\$40.00
Custodial Fee over 100 people	\$60.00
Alcohol Permit Fee	\$30.00
Field Lining-Soccer Fields only	\$255.00

Existing

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) **Football, lacrosse and rugby groups = add 25% Field Repair fee**

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	Hourly	Hourly	Hourly
Recreation Field	\$9.61	\$19.21	\$26.78	\$35.33
Beggs Field	\$10.66	\$24.52	\$31.97	\$40.53
James Field	\$18.25	\$25.40	\$33.50	\$41.60
Regional A Softball	\$18.11	\$23.47	\$30.92	\$39.43
Regional B Softball	\$17.06	\$21.31	\$29.82	\$37.33
Regional C Softball	\$17.06	\$21.31	\$29.82	\$37.33
Regional Soccer Field	\$12.81	\$21.31	\$29.82	\$37.33
MV Soccer - Large	\$13.20	\$23.35	\$30.45	\$38.60
MV Soccer - Small	\$8.15	\$15.25	\$23.35	\$30.45
MV Baseball	\$16.25	\$18.30	\$25.50	\$33.50
Railhead A Field	\$12.20	\$23.35	\$30.45	\$38.60
Railhead B Field	\$12.20	\$23.35	\$30.45	\$38.60
Christian Valley Field	\$9.61	\$16.01	\$24.52	\$31.97
Winchester Field	\$17.06	\$21.31	\$29.82	\$37.33
Placer Hills Field	\$7.51	\$16.01	\$24.52	\$31.97

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

Tournament Packages

Tournament Location	All Groups	
	1/2 Day 9am-3pm, 6 hours	All day 9am-9pm, 12 hours
Recreation Fields	\$110.00	\$220.00
Regional Fields	\$110.00	\$220.00
Regional Soccer Field	\$110.00	\$220.00
Railhead Soccer Fields	\$110.00	\$220.00

Lights	\$25.00 per hour
Field Lining-Softball Fields only	\$40.00
Custodial Fee over 100 people	\$60.00
Alcohol Permit Fee	\$30.00
Field Lining-Soccer Fields only	\$255.00

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SECTION 11.0

ITEM: CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

1. Correspondence from the Festival of Lights Parade Committee.
2. Correspondence from Ron & Kristin Paolini, response from Kahl Muscott.

Festival of Lights Parade

December 19, 2013

Manouch
Auburn Recreation District
471 Maidu Drive Ste 200
Auburn, CA 95603-5723

Dear Manouch,

The Auburn Chamber of Commerce and the Festival of Lights Parade Committee wish to extend a big "THANK YOU" for your support and generous contribution to this year's Festival of Lights Parade.

This Auburn tradition takes our wonderful city and turns it into a Norman Rockwell painting full of small-town charm and warm hearts. None of this would be possible if not for sponsors like you.

Best Holiday Wishes!



Steve Galyardt, Chairman

Festival of Lights Parade
A Committee of the Auburn Chamber of Commerce
601 Lincoln Way, Auburn, CA 95603

Dec. 20, 2013

To: Scott Holbrook - ARD Director

From: Ron and Kris Paolini


417 Gold Street

Re: ARD meeting on 12/19/13

We are writing this letter in response to your remarks directed to the residents of the Gold Street community last evening. Your comments and tone were completely unwarranted and unfounded. It is not the responsibility of a director to lecture your constituents and admonish them for their difference of opinion with you. This was totally unprofessional. Your remarks simply disturbed the Gold Street residents (and perhaps others) and "bated" the reaction of resident Dianne Peters. I am guessing she had reached her saturation point in dealing with this situation. I am not condoning her behavior either. Nothing is gained by such outbursts. Regardless, you have a responsibility as a board member to keep your emotions in check. With your remarks you have created a false image of the residents of this Gold Street community as "rich" residents who do not support parks, children or ARD projects to the audience last evening. This is unfair and unfortunate. We hope in the future you will use more decorum when addressing the audience.

In addition, we have worked with the Pump Track group in an effort to find a compromise and solution to the track location and the concerns of all parties. We are pleased a vote was taken last evening and the Pump Track group can move forward with their project. We will be happy to work with the ARD staff in the future and provide input as they develop the plans for other projects, particularly those sites located on BLM land and monitored by the Bureau of Reclamation.

Sincerely,



Ron and Kristin Paolini

cc: Kahl Muscott - ARD Administrator

All ARD Board Directors



AUBURN AREA RECREATION AND PARK DISTRICT

December 30, 2013

Ron and Kris Paolini
417 Gold St.
Auburn, CA 95603

Dear Ron and Kris,

I am in receipt of your letter dated 12/20/13. A copy of the letter has been forwarded to the ARD Board of Directors.

Please feel free to contact me with any questions. I can be reached at (530) 885-0611 ext. 102 or at kmuscott@auburnrec.com

Sincerely,

Kahl Muscott
District Administrator

Auburn Journal

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Wednesday Dec 18 2013 | 4 comments

ARD looks to vote on new bike park location

Directors, bike group, Gold Run neighbors in agreement

By: Amy Lobenberg, Journal Staff Writer



A new, and possibly less controversial, Auburn bike park location will cycle around the community once again Thursday at the Auburn Area Recreation and Park District meeting.

The original Overlook Park location sparked objections from residents in the nearby Gold Run neighborhood, who were concerned about noise and vandalism. However, after further negotiation and discussion, the ARD Acquisition and Development team favored a piece of federal land located off of Maidu Drive near a Canyon View Community Center parking lot.



The finalized location is up for vote during Thursday's meeting, and several ARD directors believe that the Maidu Drive location will be the best option for everyone involved.

"It's pretty much a foregone conclusion that we will make a decision Thursday night," ARD Director Curtis Smith said. "Now it appears as though most everybody is going to be in favor of the community center parking lot location, including staff. We are hoping that (the meeting) will go very smoothly and it won't take as long to hear the item and make a decision."

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"If I was a betting man, I would put money on that (the Maidu Park location)," said ARD Director Scott Holbrook. "That location will be chosen and staff will move forward. You need to move forward because you've got to be aware of any road bumps that come up. I'm excited about moving forward. We will create a win-win for everybody hopefully."

ARD Director Jim Gray was on the Acquisition and Development Committee that assessed the Maidu Drive site and believes that voting in favor of the new location instead of the Overlook Park location will result in a speedier bike-park-building process.

"Let's just get it going and get the kids back out there," he said.

The Auburn Bike Park Committee, a group that has been lobbying for an accessible pump track at the Overlook Park location, agreed that the proposed Maidu Drive site is also a good choice.

"We support both locations," said group member Diana Boyer. "We love the Overlook Park location because it is central in the heart of Auburn ... but short of that, Maidu is a great

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Tuesday, December 24th
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site. We heard from the feds that they prefer that site as well. We are hoping that we can get the bike park built there sooner instead of at Overlook. We know that there is a demand for bike parks here in Auburn, and we want to fill that need as soon as possible."

Gold Run resident Sheila Reynolds was happy that the Acquisition and Development Committee was able to bring a location to the ARD Board that would not cause concern within her neighborhood.

"I'm thrilled with it," Reynolds said. "I think it's the best site. I think it offers a lot of potential for the bike park. I am very happy about."

The ARD Board of Directors meeting begins at 6 p.m. Thursday in the Canyon View Community Center.

Keywords:

ARD Board Meeting bike park Auburn Bike Park Committee Gold Run neighborhood



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- Scott Holbrook** Top Commenter CEO Janitor at Scott's Econo Lube N Tune & Brakes
 It is amazing that building an observation deck, tearing up some old pavement & gravel, putting in a dirt pump track would be considered "controversial". The Overlook will be developed to enhance recreational opportunities for the community and visitors to enjoy - With the built in infrastructure (Parking to Restrooms) and location it will serve as a perfect location for something - The neighbors have stated they want nothing there, just leave it like it is, alas that will not be the case as it is a community facility & calls for improvements symbiotic with the location and environment , good chance they might have wished they did not fight the bike park so much, as the other options might please them less.... I tell you though, working with the local Biking community is so great - what a wonderful group of people, they walk the talk & put their money and backs into making something happen to improve our community - Sooner than later we will have a nice new bike park for all to enjoy!
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 Pablo Sust
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- Pablo Sust** Top Commenter Auburn California
 Jon Green Not in Placer County that I can recall. I've seen projects welcomed in other places where I have lived
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Friday Dec 20 2013 | 7 comments

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ARD unanimously OKs bike park location

Board heeds neighbors' objections, picks Canyon View Park site

By: Amy Lobenberg, Journal Staff Writer



Despite one member's verbal sparring with an audience member, Auburn Recreation District directors unanimously voted Thursday to make Canyon View Park, near Maidu Drive and Pleasant Avenue, the official location of Auburn's new bike park.

According to ARD Administrator Kahl Muscott, one location came out as top pick after the Acquisition and Development Committee had reviewed both Canyon View Park and Overlook Park.

"We do not feel that the Overlook Park location site is a good pick," Muscott said. "Canyon View, while not perfect, is a good site to chose."

At the last meeting on Nov. 12 the hotly debated and controversial Overlook Park location was removed from the agenda so that the ARD Acquisition and Development Committee could review other possible sites. Several residents of the Gold and Belmont Street neighborhood voiced concerns that the bike park would add to existing park issues such as noise pollution, fire hazard, vandalism and other crime.

Members of a group called the Auburn Bike Park Committee had argued that the bike park would

actually help with some of the surrounding community's concerns because parents of bike park users would be present and willing to help police the area, but eventually agreed that Canyon View was a good alternate location.

"I am frankly disappointed that it (Overlook Park) is no longer the frontrunner," said Theresa Zaro. "I think Overlook needs some love. However, I have seen the community center park (Canyon View Park) and I think it is also a good choice for the bike park."

Although both the bike park group and the Gold Street neighborhood seemed pleased with the new location, another group voiced complaints during public comment.

Engineering geologist and horseman Robert Sydnor was worried that the bike park would interfere with the nearby Pioneer Express Trail and staging area for the Tevis Cup.

Debbie Murphy of the Loomis Basin Horseman Association explained that she was in favor of a bike park, but was also worried about possible trail disturbance.

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"What we are not in favor of is having it near the horse trails," Murphy said.

Shortly after public comment, ARD Director Scott Holbrook made a remark that did not sit well with a member of the Gold and Belmont Street community, and newly appointed board chairman Curtis Smith was forced to call for a two-minute break.

"I've know Scott for a long time and sometimes people get passionate about things, and before you know it one thing leads to another...passion has a tendency, with all of us, I believe, to affect our judgment," said Smith. "It was my intention not to let Scott continue that tirade. It's a very difficult situation because every board member has the right to speak so long as they are not breaking the law. It's their right to a degree. It's parliamentary procedure and parliamentary law."

After the break the Board of Directors reconvened and a motion was made to approve the Canyon View Park location, which passed 5-0.

Smith said that he felt satisfied with the board's final decision.

"My main goal was to feel that there had been adequate discussion and airing of people's views. I think we have done a good job of this."

Keywords:

ARD board of directors meeting bike park overlook park Canyon View Park



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Sunday Jan 12 2014 | 0 comments

ARD to auction off 6 vehicles

Minimum bids range from \$500 to \$3,000

By: Amy Lobenberg, Journal Staff Writer



Auburn Area Recreation and Park District Auction

-- Vehicles can be viewed between 9 a.m. and 2 p.m. Friday

-- Sealed bids are due by 4 p.m. Jan. 20 at the district's administrative offices, at 471 Maidu Drive, Auburn.

-- For a list of equipment, email jfecko@auburnrec.com

or call (530) 885-0611 ext. 104.

-- Equipment must be picked up by Jan. 24. Full payment in cash is due at time of pickup.

The Auburn Area Recreation and Park District will be hosting a sealed bid auction this week to get rid of some older equipment that the organization no longer has use for or needs to replace.

Auctioning off used equipment is common and it has been about three years since the last one, said ARD Administrator Kahl Muscott.

"It's something that ARD along with other public agencies do," said Muscott. "We have surplus equipment, and when that happens the board has to approve disposition of those assets. We hope to get some people out to bid on them."

This year's event will be unique in that there are several ARD vehicles up for bid. The selection includes a John Deere Trail Gator 4x2, a John Deere Gator, a 1999 Jeep Cherokee 4x4, a 1997 Ford F350 Crew Cab, a 1995 Ford F150 Extended Cab, a 1992 Ford Ranger, a 1993 Ford Ranger XL, and a 1992 Ford Ranger.

All auction sales will be by sealed bids and are final. Everything will be sold "as is" and no warranties are included. Sales are cash only, and some vehicles have a minimum bid.

The Jeep has the highest starting price tag, \$3,000, but it's because it was the least used, said ARD Administrative Services Manager Joe Fecko.

"We don't have much use for (the Jeep)," said Fecko. "The previous administrator used that vehicle. For the most part it does not get used, so we decided to auction it."

The six vehicles need to go in order to make room for new Ford F150s, said ARD's facilities and grounds operations manager, Larry Gray.

"We used to buy these small Rangers, but Ford does not make those anymore, so we had to move up to the F150s," said Gray. "These are '92s

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and '93s, so they are getting to the point where they start costing you money to have them."

Gray also mentioned that the ARD receives special financing and deal on new vehicles from the state.

"We could buy a new stripped-down version of this truck (F150) for, I think they paid like \$18,000 or something like that, and Ford has about the best pricing of all the trucks. The only problem is we are forced to buy those because

they don't have the smaller trucks."

Although the Ford F150s are a little bit larger than what the district needs, it is still better to have the new vehicles rather than pay for upkeep on the old ones, especially when they are not being driven anymore, which can be damaging, said Gray.

"We've got the new vehicles, and not using these is the worst thing you can do," Gray said. "They need to be used."

According to Gray, all auction vehicles have passed smog testing and are up to date with maintenance and safety regulations.

"We try to make sure that we don't pass this on to somebody who is going to have a big expense when they buy the truck," Gray said. "They are not the prettiest things in the world; they are work trucks."

Keywords:

ARD Auction vehicles Jeep Cherokee Ford Ranger Ford F150



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