

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

6:00 PM

**THURSDAY, JANUARY 28, 2021
CANYON VIEW COMMUNITY CENTER, FOOTHILLS ROOM
471 MAIDU DRIVE, AUBURN, CA 95603**

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

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://zoom.us/j/97189998016>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 971 8999 8016 to participate.

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

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

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

1.0 CALL TO ORDER

(PLEDGE TO THE FLAG)

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

Roll Call

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from Youth Services Coordinator Amy Oddo to Youth Services Site Director Wendy Murdoch as Employee of the Month for January, 2021.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

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

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

_____ **5.1 Review and approval of Minutes of the Board of Directors from December 17, 2020 (Pages 7 – 13)**

Review and approval of Minutes of the Board of Directors from December 17, 2020

_____ **5.2 Review of Cash Requirements for December, 2020 (Standing Finance Committee) (Pages 14 – 16)**

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

_____ **5.3 Review of Financials for November, 2020 (Standing Finance Committee) (Pages 17 – 23)**

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

_____ **5.4 Review of Financials for December, 2020 (Standing Finance Committee) (Pages 24 -29)**

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

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS (Pages 30 – 40)

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

_____ **7.0 UNFINISHED BUSINESS**

None.

_____ **8.0 NEW BUSINESS**

_____ **8.1 Resolution Number 2021-01: Supporting Auburn Endurance Events as the Official State 100 Mile Endurance Events (Program, Personnel, Policy, Fee & Legal Review Committee) (Pages 41 – 42)**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors adopt Resolution Number 2021-01, a Resolution Supporting the Declaration of the State of California that Auburn Endurance Events be Acknowledged as the Official State 100 Mile Endurance Events?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.2 District Policy Proposed Amendment – Purchasing Limits (Program, Personnel, Policy, Fee & Legal Review Committee) (Pages 43 – 44)**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors change its policy regarding purchasing limits for supervisors and coordinators?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.3 ARD Legal Counsel (Program, Personnel, Policy, Fee & Legal Review Committee)**
(Pages 45 – 52)

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors re-address the performance of its current legal counsel?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.4 24-Acre Site Refined Master Plan (Acquisition & Development Committee)**
(Pages 53 – 55)

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors review and approve the refined Master Plan for the 24-Acre Park Site?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.5 2021 ARD Friend of Recreation Nominations (Pages 56 – 57)**

Shall the Auburn Area Recreation and Park District nominate a person(s) for the 2021 “Friend of Recreation” award?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.6 2021 – 2022 Obsolescence List (Standing Finance Committee) (Pages 58 – 64)**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors approve the updated 5-Year Obsolescence List based on the new Preliminary budget?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

Roll Call Vote

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

1. Preliminary Budget for Fiscal Year 2021 – 2022 (Standing Finance Committee) – see attachment. **(Pages 65 – 70)**
2. FY 2021/2022 Project List and Five-Year Plan Update (Acquisition & Development Committee) - see attachment. **(Pages 71 – 78)**
3. County Mitigation Fund, current balance \$792,000.

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

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

_____ **11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

_____ **12.0 PUBLIC COMMENT** – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be unmuted after you are recognized by the Board Chairperson. People only calling in should press #9 to telephonically raise your hand. Please state your name, and address for the record (optional). There is a time limitation of three minutes.

_____ **13.0 CLOSED SESSION**

13.1 Public Employee Performance Evaluation (Gov Code 54954.5, subd. (e), 54947.)

Title: District Administrator

13.2 Union Negotiations

Conference with Labor Negotiators (Government Code, Section 54956.95, subd. (f), 54957.6)

**Agency Designated Representatives: Kahl Muscott, District Administrator;
Veona Galbraith, Administrative Services Manager**

Employee Organization: IOUE, 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:

1-22-21
Date

11:50 AM
Time

P. Larson
Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM DECEMBER 17, 2020

INFORMATION: SEE ATTACHED MINUTES

STAFF RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE MINUTES

FISCAL IMPACT: NONE

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, December 17, 2020, 6:00 p.m.**

Board Members

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

**Board Members
Absent:** None.

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

1.0 CALL TO ORDER

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

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation of an appreciation plaque was given by District Administrator Kahl Muscott to outgoing Chairman Scott Holbrook

Presentations of service awards were given to Youth Services Site Director Casey Casl of 10 years, Customer Service/Marketing Manager Manouch Shirvanioun of 15 years, Administrative Services Manager Veona Galbraith of 20 years, and District Administrator Kahl Muscott of 20 years.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the Board of Directors Meeting from November 19, 2020

5.2 Review of Cash Requirements for November, 2020 (Standing Finance Committee)

5.3 Review of Financials for November, 2020 (Standing Finance Committee)

5.4 Resolution Number 2020-32 to Transfer Funds from the Unfunded Liability Reserves and the Equipment Reserves (Standing Finance Committee)

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

Roll Call Vote

Director Holbrook – Yes

Director Gray – Yes

Director Ainsleigh – Yes

Director Ferris – Yes

Director Lynch – Yes

5 – 0 Motion carries.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

7.1 Resolution Number 2020-34 Approving a Debt Management Policy, Per Government Code Section 8855 (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray to adopt Resolution Number 2020-34 approving a Debt Management Policy, Per Government Code Section 8855.

Roll Call Vote

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

5 – 0 Motion carries.

7.2 Public Hearing – Resolution Number 2020-37 Re: Energy Savings Performance Contract: Approving a Site Lease and a Lease Agreement; Making Certain Determinations Relating Thereto; and Authorizing Certain Other Actions in Connection Therewith

The Public Hearing opened at 6:40 p.m.

Staff presentation: District Administrator Kahl Muscott gave a staff presentation on Resolution Number 2020-37 Re: Energy Savings Performance Contract: Approving a Site Lease and a Lease Agreement; Making Certain Determinations Relating Thereto; and Authorizing Certain Other Actions in Connection Therewith

Public Comment: None

Board Discussion/Action – the Board discussed Resolution Number 2020-37 Re: Energy Savings Performance Contract: Approving a Site Lease and a Lease Agreement; Making Certain Determinations Relating Thereto; and Authorizing Certain Other Actions in Connection Therewith

Close Public Hearing – the Public Hearing was closed at 6:45 p.m.

A motion was made by Director Holbrook and seconded by Director Ferris to adopt Resolution Number 2020-37 Re: Energy Savings Performance Contract: Approving a Site Lease and a Lease Agreement; Making Certain Determinations Relating Thereto; and Authorizing Certain Other Actions in Connection Therewith.

Roll Call Vote

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

5 – 0 Motion carries.

8.0 NEW BUSINESS

8.1 Increase in Minimum Wage (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve the increase in minimum wages based on upcoming mandate minimum wage increases as well as increases for job descriptions that succeeded those needed to be raised by law.

Roll Call Vote

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

5 - 0 Motion carries.

8.2 Resolution Number 2020-35: Notice of Categorical Exemption Recreation Park Ballfield Lighting Lamp Replacement Project (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Ainsleigh to adopt Resolution Number 2020-35: Notice of Categorical Exemption Recreation Park Ballfield Lighting Lamp Replacement Project.

Roll Call Vote

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

5 - 0 Motion carries

8.3 Resolution Number 2020-36: ARD Solar Panel Installation Projects (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Lynch to adopt Resolution Number 2020-36: ARD Solar Panel Installation Projects.

Roll Call Vote

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

5 - 0 Motion carries.

8.4 Election of ARD Chairperson and Vice-Chairperson

Director Holbrook nominated Director Ainsleigh for Chairman.

The Board elected Director Ainsleigh as Chairman with three yes votes.

Director Holbrook nominated Director Lynch as Vice Chairman.

The Board elected Director Lynch as Vice Chairman with three yes votes.

The Committees will stay as they are with the current committee members on them. If any Committee Members wish to change, they may contact Chairman Ainsleigh.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. CARPD Board Vacancy – information was attached.
2. Correspondence from Girl Scout Troop 1209 – correspondence was attached.
3. County Mitigation Fund, current balance \$792,000.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – Closed Session was cancelled.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:02 p.m. by Chairman Ainsleigh.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW AND APPROVAL OF CASH
REQUIREMENTS FOR DECEMBER, 2020**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$154,838.58

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	12/1/2020
Vendor ID	First	Last	Checkbook ID	COMM 1ST
Vendor Name	First	Last		12/31/2020 COMM 1ST

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
21027	1099-256	Healing Pastures, Inc.	12/4/2020	COMM 1ST	PMCHK00002702	\$480.00
21028	1099-271	Kelpro Security	12/4/2020	COMM 1ST	PMCHK00002702	\$2,250.00
21029	1099-295	Juli Land-Marx	12/4/2020	COMM 1ST	PMCHK00002702	\$1,500.00
21030	1099-363	Cheyenne Little	12/4/2020	COMM 1ST	PMCHK00002702	\$1,068.00
21031	1099-374	Sarah Violet	12/4/2020	COMM 1ST	PMCHK00002702	\$324.00
21032	A0014	AT&T	12/4/2020	COMM 1ST	PMCHK00002702	\$323.60
21033	A0051	Anderson's Sierra Pipe Co.	12/4/2020	COMM 1ST	PMCHK00002702	\$130.05
21034	A0134	Advanced Intregated Pest Mana	12/4/2020	COMM 1ST	PMCHK00002702	\$150.00
21035	C0072	CIT Technology Fin. Serv., Inc	12/4/2020	COMM 1ST	PMCHK00002702	\$470.75
21036	C0111	Cal.net	12/4/2020	COMM 1ST	PMCHK00002702	\$66.90
21037	C0130	Cirrus Group LLC	12/4/2020	COMM 1ST	PMCHK00002702	\$707.40
21038	D0015	Department of Social Services	12/4/2020	COMM 1ST	PMCHK00002702	\$968.00
21039	D0096	DC Solar Electric, Inc.	12/4/2020	COMM 1ST	PMCHK00002702	\$125.00
21040	G0006	Gold Country Media Publication	12/4/2020	COMM 1ST	PMCHK00002702	\$285.66
21041	L0027	Pat Larson	12/4/2020	COMM 1ST	PMCHK00002702	\$35.54
21042	L0033	Les Schwab	12/4/2020	COMM 1ST	PMCHK00002702	\$270.29
21043	M0013	Meadow Vista Hardware	12/4/2020	COMM 1ST	PMCHK00002702	\$151.42
21044	N0003	Norris Electric, Inc.	12/4/2020	COMM 1ST	PMCHK00002702	\$489.23
21045	N0012	Nevada Irrigation District	12/4/2020	COMM 1ST	PMCHK00002702	\$634.15
21046	N0045	Near U CO2	12/4/2020	COMM 1ST	PMCHK00002702	\$129.43
21047	N0048	Normac, Inc.	12/4/2020	COMM 1ST	PMCHK00002702	\$641.57
21048	P0005	Placer County Water Agency	12/4/2020	COMM 1ST	PMCHK00002702	\$388.25
21049	P0023	PG&E	12/4/2020	COMM 1ST	PMCHK00002702	\$88.69
21050	S0009	Sierra Saw Sales And Service	12/4/2020	COMM 1ST	PMCHK00002702	\$13.60
21051	S0050	Sierra Safety	12/4/2020	COMM 1ST	PMCHK00002702	\$1,028.29
21052	S0067	Superfast Copy	12/4/2020	COMM 1ST	PMCHK00002702	\$37.97
21053	S0154	Mike Scheele	12/4/2020	COMM 1ST	PMCHK00002702	\$128.80
21054	T0071	TIAA Commercial Finance, Inc.	12/4/2020	COMM 1ST	PMCHK00002702	\$107.34
21055	T1000	Transamerica Life Insurance	12/4/2020	COMM 1ST	PMCHK00002702	\$480.00
21056	TEMPD	Candice Dzurella	12/4/2020	COMM 1ST	PMCHK00002702	\$13.32
21057	U0016	Uptown Signs & Graphics, Inc.	12/4/2020	COMM 1ST	PMCHK00002702	\$94.38
21058	V0004	Valley Truck & Tractor Co.	12/4/2020	COMM 1ST	PMCHK00002702	\$667.39
21059	V0007	Verizon Wireless	12/4/2020	COMM 1ST	PMCHK00002702	\$813.21
21060	S1007	Stationary Engineers, Local 39	12/11/2020	COMM 1ST	PMCHK00002703	\$394.05
21061	U0019	US Bank	12/14/2020	COMM 1ST	PMCHK00002704	\$6,236.65
21062	1099-256	Healing Pastures, Inc.	12/18/2020	COMM 1ST	PMCHK00002705	\$112.50
21063	1099-269	Deborah Lynn	12/18/2020	COMM 1ST	PMCHK00002705	\$195.00
21064	A0001	Recology Auburn Placer	12/18/2020	COMM 1ST	PMCHK00002705	\$426.33
21065	A0013	AT&T	12/18/2020	COMM 1ST	PMCHK00002705	\$64.20
21066	A0018	Auburn Chamber of Commerce	12/18/2020	COMM 1ST	PMCHK00002705	\$155.00
21067	A0027	Recology Auburn Placer	12/18/2020	COMM 1ST	PMCHK00002705	\$1,151.67
21068	A0051	Anderson's Sierra Pipe Co.	12/18/2020	COMM 1ST	PMCHK00002705	\$338.20
21069	A0169	AT&T Acct 303817271	12/18/2020	COMM 1ST	PMCHK00002705	\$42.80
21070	A0170	AT&T Acct 088-034-5818-655	12/18/2020	COMM 1ST	PMCHK00002705	\$90.95
21071	B0008	Burke Company, Inc.	12/18/2020	COMM 1ST	PMCHK00002705	\$80.44
21072	C0004	CAPRI	12/18/2020	COMM 1ST	PMCHK00002705	\$60,637.50
21073	C0061	California Computer Services	12/18/2020	COMM 1ST	PMCHK00002705	\$2,304.00
21074	C0136	Cal-Line Sacramento	12/18/2020	COMM 1ST	PMCHK00002705	\$43,259.07
21075	D0010	Diamond Pacific	12/18/2020	COMM 1ST	PMCHK00002705	\$60.63
21076	D0025	Dawson Oil Company	12/18/2020	COMM 1ST	PMCHK00002705	\$2,710.97
21077	D0066	De Lage Landen Financial Servi	12/18/2020	COMM 1ST	PMCHK00002705	\$332.48
21078	F0038	Fastenal Company	12/18/2020	COMM 1ST	PMCHK00002705	\$19.71
21079	H0056	Humana Dental Ins. Co	12/18/2020	COMM 1ST	PMCHK00002705	\$2,360.96
21080	H0062	Home Depot Pro	12/18/2020	COMM 1ST	PMCHK00002705	\$51.09
21081	H0013	Meadow Vista Hardware	12/18/2020	COMM 1ST	PMCHK00002705	\$239.93
21082	H0039	Meadow Vista Water Users Assoc	12/18/2020	COMM 1ST	PMCHK00002705	\$500.00
21083	H0074	Miracle Playsystems Inc	12/18/2020	COMM 1ST	PMCHK00002705	\$756.80
21084	H0098	Meadow Vista County Water Dist	12/18/2020	COMM 1ST	PMCHK00002705	\$1,389.88
21085	N0048	Normac, Inc.	12/18/2020	COMM 1ST	PMCHK00002705	\$781.74
21086	P0005	Placer County Water Agency	12/18/2020	COMM 1ST	PMCHK00002705	\$2,776.52
21087	P0007	Pacific Gas & Electric Company	12/18/2020	COMM 1ST	PMCHK00002705	\$333.54
21088	Q0003	Quality Automotive	12/18/2020	COMM 1ST	PMCHK00002705	\$1,901.82
21089	R0073	Riebes Auto Parts	12/18/2020	COMM 1ST	PMCHK00002705	\$76.11
21090	S0145	SCP Pool Distributors LLC	12/18/2020	COMM 1ST	PMCHK00002705	\$387.99
21091	S1000	State Of California/DOJ	12/18/2020	COMM 1ST	PMCHK00002705	\$64.00
21092	V0004	Valley Truck & Tractor Co.	12/18/2020	COMM 1ST	PMCHK00002705	\$1,138.61
21093	V0019	Valley Rock Landscape Material	12/18/2020	COMM 1ST	PMCHK00002705	\$180.39

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
21094	W0001	Walker's Office Supplies, Inc.	12/18/2020	COMM 1ST	PMCHK00002705	\$645.97
21095	W0010	Waxie Sanitary Supply	12/18/2020	COMM 1ST	PMCHK00002705	\$2,291.10
21096	W0043	West Coast Fire Protection Sys	12/18/2020	COMM 1ST	PMCHK00002705	\$150.00
21097	W0044	Wave	12/18/2020	COMM 1ST	PMCHK00002705	\$1,219.65
21098	W0045	Williams, Jesse	12/18/2020	COMM 1ST	PMCHK00002705	\$44.28
21100	S0163	Steffen's HVAC Services	12/23/2020	COMM 1ST	PMCHK00002706	\$3,498.00
21101	S1007	Stationary Engineers, Local 39	12/23/2020	COMM 1ST	PMCHK00002706	\$375.82
Total Checks: 74						
						Total Amount of Checks: \$154,838.58

SECTION: 5.0

ITEM: 5.3 REVIEW AND APPROVAL OF FINANCIALS FOR NOVEMBER, 2020

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:

November's Financials

Revenues --

- **Rents and Concessions** are up \$11,000 above mid-year budget revision.
- **Grants & Donations** are up \$19,000 primarily due to Federal COVID 19 Credits for Sick Paid Employees (\$17,000).

Expenses --

- **Operations & Supplies Expense** are below budget by \$11,000. Did not spend on Activity Guide related expenses (\$2,000), Youth Assistance is not being spent (\$3,500) and we have some budgeted for a company laptop that has not been purchased yet (\$1,500).
- **Building and Grounds Maintenance** is under budget by \$28,000 currently. The most significant savings were at Atwood which is under by \$5,000, Regional Park which is under by \$3,400, CVCC which is under by \$6,000 and Regional C Field which is under by \$2,200.
- **Wages and Benefits Expense** are above budget by \$38,500. This comes from Youth Services. There have been many ups and downs, continual changes in this Department. The revenue side should adjust this in the coming months and show revenues up as well.
- **Fixed Assets** are under budget by \$19,000. This was budgeted for the Circulation Pump that has not been paid for yet.

PROFIT & LOSS
20/21 Approved Budget

	Approved Budget FY 20-21	% Of Total	Mid-Yr Revision FY 20-21	2020 November ACTUALS	Last Yr November Actuals	2020 YTD ACTUALS	2020 YTD BUDGET	Last Yr YTD ACTUALS
Operating Revenues								
Program Revenue	559,332	12%	558,381	37,197	83,126	389,042	349,904	1,012,014
Facility Revenue	25,252	1%	15,708	3,180	12,805	24,540	12,075	150,858
Misc. Revenue	29,934	1%	64,681	1,550	2,796	36,181	34,227	32,620
Grants & Donations	133,815	3%	138,539	2,931	-	53,183	34,201	26,519
Interest Income	40,750	1%	38,790	1,236	5,224	21,671	22,117	54,975
Equipment Reserve Transfers	20,000	0%	124,287	-	-	-	-	-
Project Reserve Transfers	206,000	4%	239,300	-	-	-	-	-
Contingency Reserves	190,000	4%	55,000	-	-	-	-	-
Tax Revenue	3,435,481	73%	3,482,212	7,484	-	1,620,894	1,613,411	1,555,957
In Kind/Atwood	24,725	1%	26,468	-	-	11,369	11,369	9,626
City Mitigation Transfers	40,000	1%	40,000	-	-	-	-	19,000
County Mitigation Revenue	25,000	1%	62,000	-	125,000	-	-	139,000
Total Operating Revenue	4,730,289	100.00	4,845,366	53,578	228,951	2,156,880	2,077,304	3,000,569
Expenditures								
Program Expense	94,166	2%	88,938	6,158	11,062	51,910	43,961	198,938
Operating & Supplies	389,413	8%	381,530	29,712	38,616	222,539	192,930	256,732
Utilities Expense	222,389	5%	227,005	20,472	8,791	164,061	142,609	145,818
Professional Services	91,285	2%	77,329	4,390	5,978	47,564	40,553	48,108
Building & Grounds Maintenance	469,165	10%	473,219	26,187	40,424	212,141	185,971	274,043
Property Tax Admin.	99,318	2%	97,808	-	-	3,109	1,539	3,049
Wages	1,973,940	43%	1,952,781	150,991	238,793	1,259,736	1,075,621	1,553,838
Benefits & Payroll Costs	846,560	18%	807,071	59,136	72,132	570,916	507,631	582,076
Fixed Asset Expense	28,325	1%	146,387	-	92,669	50,256	50,256	239,049
Capital Improvement Projects	390,952	8%	473,349	30,686	10,623	80,021	49,335	594,157
Debt Services	2,076	0%	2,076	-	-	-	-	-
Total Expenditures	4,607,589	100.00	4,727,493	327,732	519,088	2,662,253	2,290,606	3,895,808
Net Revenue Over Expenditures	\$ 122,700	2.59	\$ 117,873	\$ (274,154)	(290,137)	(\$505,373)	(\$213,302)	(\$895,239)

	Total	Total
Annual Contingency Reserve (1-2%)	\$ 540,000	\$ 450,000
Annual Equip Replacement Reserve	\$ 726,237	\$ 676,237
Future Capital Construction Reserve	\$ 935,573	\$ 935,573
ADA Reserve	\$ 30,032	\$ 25,032
CalPERS unfunded liability reserve	\$ 241,000	\$ 183,200
TOTAL RESERVE BALANCES	\$ 2,472,842	\$ 2,270,042
Net Position	\$ 21,900	\$ 17,073

Balance Sheet

11/30/2020

	Current YTD
ASSETS	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation - Friends 501(c)(3)	32,467.28
First Foundation Bank	112,766.51
Placer County Treasure-General	2,695,252.88
Placer County Treasurer - City Trust	206,577.86
Accounts Receivable	(197.88)
PCOE Receivables	33,646.00
Prepaid Liability Expense	10,106.25
Prepaid Workers Comp Insurance	50,817.02
Total Current Assets	3,142,015.92
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,938,861.54
Fixed Assets: Equipment	1,397,643.48
Fixed Assets: Computer Equipment & Software	116,625.14
Fixed Assets: Vehicles	265,282.64
Fixed Assets: Office Furniture & Rec Equipment	89,090.15
Construction In Progress	1,197,725.54
Less: Accumulated Depreciation	(10,387,491.53)
Total Fixed Assets	7,588,283.08
TOTAL ASSETS	\$10,730,299.00
LIABILITIES AND NET PROFIT	
<u>Current Liabilities</u>	
Prepaid Revenue	38.00
PGE Tru-up payable	5,116.18
Gift Certificates	268.00
Compensated Absenses	128,784.25
Sales Tax Payable	145.00
Total Current Liabilities	\$134,351.43
<u>Net Position</u>	
Investments in Fixed Assets	7,588,283.08
RFB: Reserved (City Mitigation)	206,495.14
GFB: Youth Assistance Fund	30,237.11
General Fund Balance	779,064.70
DFB: Annual Equip Replacement Reserv.	726,236.72
DFB: Annual Contingency Reserve	528,000.00
DFB: Reserved for Future Capital Construction	935,573.52
RFB: Arboretum Grant Fund	10,661.03
RFB: Reserved (Atwood)	(14,734.93)
RFB: Atwood III-Equip Repl Fund	8,003.66
DFB: Unfunded Liability - CalPERS	241,000.00
RFB- 501(c)(3) Fund	32,467.28
GFB: General Fund (ADA Reserve)	30,031.75
Net Profit (Loss)	(505,371.49)
Total Net Postion	\$10,595,947.57
TOTAL LIABILITY AND NET POSITION	\$10,730,299.00

Auburn Rec & Park
Transfers to General Fund
4/1/2020 to 11/30/2020

<u>Future Cap</u>		
	<i>Total Addition to General Fund from City Mitigation Reserve</i>	\$ -
	<u>City Mitigation Reserves</u>	
	<i>Total Addition to General Fund from City Mitigation Reserve</i>	\$ -
	<u>Equipment Replacement Reserves</u>	
5/31/2020	2020-2021 Budgeted to Save	\$ (50,000.00)
	<i>Total Addition to General Fund from Equip Repl Reserves</i>	\$ (50,000.00)
	<u>Unfunded Liability Reserves</u>	
5/31/2020	2020-2021 Budgeted to Save	\$ (45,800.00)
11/31/2020	Transfer from Contingency	\$ (12,000.00)
	<i>Total Addition to General Fund from Unfunded Liability Reserves</i>	\$ (57,800.00)
	<u>ADA Reserves</u>	
5/31/2020	2020-2021 Budgeted to Save	\$ (5,000.00)
	<i>Total Addition to General Fund from ADA Reserves</i>	\$ (5,000.00)
	<u>Contingency Reserves</u>	
11/30/2020	Transfer to UAL	\$ 12,000.00
	Total Impact to General Fund 2020-21	\$ (100,800.00)

Auburn Rec & Park

Profit & Loss - Summary
4/1/2020 To 11/30/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services	37,196.77	389,041.71	380,781.09	8,260.62	102.17
Rents & Concessions	3,179.50	24,540.37	12,869.00	11,671.37	190.69
Miscellaneous Revenue	1,550.40	36,180.62	35,517.00	663.62	101.87
Grants & Donations	2,931.16	53,182.98	34,201.00	18,981.98	155.50
Interest Income	1,235.61	21,671.39	25,442.00	(3,770.61)	85.18
Taxes Revenue	7,484.25	1,632,263.10	1,628,076.65	4,186.45	100.26
TOTAL OPERATING REVENUE	\$53,577.69	\$2,156,880.17	\$2,116,886.74	\$39,993.43	101.89%
OTHER FINANCING SOURCES					
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL REVENUES	53,577.69	2,156,880.17	2,116,886.74	39,993.43	101.89
EXPENDITURES					
Program Expenses	6,158.44	51,910.28	56,244.24	(4,333.96)	92.29
Operations & Supplies Expense	29,712.37	222,538.58	233,770.35	(11,231.77)	95.20
Utilities Expense	20,472.33	164,061.33	159,485.48	4,575.85	102.87
Legal Expenses	144.00	1,341.02	1,200.00	141.02	111.75
Professional Services	4,246.11	46,222.95	46,959.95	(737.00)	98.43
Bldg & Grounds Maintenance	26,186.87	212,140.56	240,064.88	(27,924.32)	88.37
Property Tax Administration/LAFCO	0.00	3,108.67	1,539.00	1,569.67	201.99
Salaries Expense	150,991.10	1,259,736.24	1,228,427.63	31,308.61	102.55
Benefits & Payroll Costs	59,136.45	570,916.12	563,676.04	7,240.08	101.28
Fixed Asset Expense	0.00	50,256.42	69,356.00	(19,099.58)	72.46
Capital Improvement Projects	30,686.13	80,019.49	80,021.00	(1.51)	100.00

Auburn Rec & Park
 Profit & Loss - Summary
 4/1/2020 To 11/30/2020
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
TOTAL EXPENDITURES	\$327,733.80	\$2,662,251.66	\$2,680,744.57	(\$18,492.91)	99.31%
NET REVENUE OVER EXPENDITURES	(\$274,156.11)	(\$505,371.49)	(\$563,857.83)	\$58,486.34	89.63%
ADJ. NET REVENUE OVER EXPENDITURES	(\$274,156.11)	(\$505,371.49)	(\$563,857.83)	\$58,486.34	89.63%

SECTION: 5.0

**ITEM: 5.4 REVIEW AND APPROVAL OF FINANCIALS FOR
DECEMBER, 2020**

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:

December's Financials

Revenues ~

- **Rents and Concessions** are up \$13,000 above mid-year budget revision, due to Field Rentals.
- **Grants & Donations** are up \$42,000 primarily due to Federal COVID 19 Credits for Sick Paid Employees.
- **Tax Revenues** are up \$100,000. Looking forward to the possibility of not touching the Contingency Fund.

Expenses –

- **Operations & Supplies Expense** are below budget by \$25,000. Did not spend on Activity Guide related expenses (\$3,900), Youth Assistance is not being spent (\$3,900) and we have some budgeted for a company laptop that has not been purchased yet (\$1,500).
- **Building and Grounds Maintenance** is under budget by \$41,000 currently. The most significant savings were on multiple Field Maintenance (\$11,700), Atwood which is under by \$6,900, Regional Park which is under by \$2,700, CVCC which is under by \$5,100 and the pools are under by \$3,200.
- **Wages and Benefit Expense** are above budget by \$66,000. This is primarily from Youth Services (\$48,300). There have been many ups and downs; continual changes in this Department. The revenue side compensates this for the last few months, but continues to show an overall loss due to COVID 19 and fluctuations at the beginning of the year.
- **Fixed Assets** are under budget by \$19,000. This was budgeted for the Circulation Pump that has not been paid for yet.

PROFIT & LOSS
20/21 Approved Budget

	Approved Budget FY 20-21	% Of Total	Mid-Yr Revision FY 20-21	2020 December ACTUALS	Last Yr December Actuals	2020 YTD ACTUALS	2020 YTD BUDGET	Last Yr YTD ACTUALS
Operating Revenues								
Program Revenue	559,332	12%	558,381	35,353	56,720	424,394	425,896	1,068,734
Facility Revenue	25,252	1%	15,708	2,348	8,737	26,889	13,908	159,595
Misc. Revenue	29,934	1%	64,681	2,550	(344)	38,731	38,067	32,276
Grants & Donations	133,815	3%	138,539	23,756	(223)	76,939	34,201	26,297
Interest Income	40,750	1%	38,790	1,094	5,096	22,765	28,767	60,071
Equipment Reserve Transfers	20,000	0%	124,287	-	-	-	-	131,580
Project Reserve Transfers	206,000	4%	239,300	-	-	-	-	-
Contingency Reserves	190,000	4%	55,000	-	-	-	-	-
Tax Revenue	3,435,481	73%	3,482,212	1,965,465	1,898,944	3,586,359	3,482,212	3,454,901
In Kind/Atwood	24,725	1%	26,468	14,593	13,896	25,962	26,468	23,522
City Mitigation Transfers	40,000	1%	40,000	-	-	-	-	19,000
County Mitigation Revenue	25,000	1%	62,000	-	-	-	-	139,000
Total Operating Revenue	4,730,289	100.00	4,845,366	2,045,159	1,982,826	4,202,039	4,049,519	5,114,976
Expenditures								
Program Expense	94,166	2%	88,938	3,590	11,062	55,500	60,898	198,938
Operating & Supplies	389,413	8%	381,530	22,000	38,616	244,538	269,881	256,732
Utilities Expense	222,389	5%	227,005	4,410	8,791	168,471	173,702	145,818
Professional Services	91,285	2%	77,329	3,277	5,978	50,841	50,588	48,108
Building & Grounds Maintenance	469,165	10%	473,219	21,206	40,424	233,347	274,746	274,043
Property Tax Admin.	99,318	2%	97,808	57,201	-	60,309	60,308	3,049
Wages	1,973,940	43%	1,952,781	171,237	238,793	1,430,973	1,375,844	1,553,838
Benefits & Payroll Costs	846,560	18%	807,071	60,330	72,132	631,246	620,061	582,076
Fixed Asset Expense	28,325	1%	146,387	43,259	92,669	93,515	112,616	239,049
Capital Improvement Projects	390,952	8%	473,349	1,332	10,623	81,352	81,049	594,157
Debt Services	2,076	0%	2,076	-	-	-	-	-
Total Expenditures	4,607,589	100.00	4,727,493	387,842	519,088	3,050,092	3,079,693	3,895,808
Net Revenue Over Expenditures	\$ 122,700	2.59	\$ 117,873	\$ 1,657,317	\$ 1,463,738	\$ 1,151,947	\$ 969,826	\$ 1,219,168
Annual Contingency Reserve (1-2%)								
Annual Equip Replacement Reserve	\$ -		\$ -					\$ 540,000
Future Capital Construction Reserve	\$ 50,000		\$ 50,000					\$ 687,237
ADA Reserve	\$ 5,000		\$ 5,000					\$ 935,573
CalPERS unfunded liability reserve	\$ 45,800		\$ 45,800					\$ 30,032
TOTAL RESERVE BALANCES								\$ 2,192,842
Net Position	\$ 21,900		\$ 17,073					\$ 2,349,567

Balance Sheet

12/31/2020

	Current YTD
ASSETS	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation - Friends 501(c)(3)	32,467.28
First Foundation Bank	124,453.32
Placer County Treasure-General	4,029,836.22
Placer County Treasurer - City Trust	206,634.22
Accounts Receivable	128.69
PCOE Receivables	28,948.59
Prepaid Liability Expense	60,637.50
Prepaid Workers Comp Insurance	42,866.80
Total Current Assets	4,526,552.62
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,938,861.54
Fixed Assets: Equipment	1,440,902.55
Fixed Assets: Computer Equipment & Software	116,625.14
Fixed Assets: Vehicles	265,282.64
Fixed Assets: Office Furniture & Rec Equipment	89,090.15
Construction In Progress	1,199,057.65
Less: Accumulated Depreciation	(10,387,491.53)
Total Fixed Assets	7,632,874.26
TOTAL ASSETS	\$12,159,426.88
LIABILITIES AND NET PROFIT	
<u>Current Liabilities</u>	
Prepaid Revenue	38.00
PGE Tru-up payable	5,116.18
Gift Certificates	268.00
Compensated Absenses	135,963.39
Sales Tax Payable	184.80
Total Current Liabilities	\$141,570.37
<u>Net Position</u>	
Investments in Fixed Assets	7,632,874.26
RFB: Reserved (City Mitigation)	206,495.14
GFB: Youth Assistance Fund	30,237.11
General Fund Balance	779,811.46
DFB: Annual Equip Replacement Reserv.	687,236.72
DFB: Annual Contingency Reserve	528,000.00
DFB: Reserved for Future Capital Construction	935,573.52
RFB: Arboretum Grant Fund	10,661.03
RFB: Reserved (Atwood)	(15,481.69)
RFB: Atwood III-Equip Repl Fund	8,003.66
RFB- 501(c)(3) Fund	32,467.28
GFB: General Fund (ADA Reserve)	30,031.75
Net Profit (Loss)	1,151,946.27
Total Net Postion	\$12,017,856.51
TOTAL LIABILITY AND NET POSITION	\$12,159,426.88

Auburn Rec & Park

Profit & Loss - Summary
4/1/2020 To 12/31/2020

For All Segment1s
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services	35,352.76	424,394.47	425,896.09	(1,501.62)	99.65
Rents & Concessions	2,348.39	26,888.76	13,908.00	12,980.76	193.33
Miscellaneous Revenue	2,550.40	38,731.02	38,067.00	664.02	101.74
Grants & Donations	23,755.54	76,938.52	34,201.00	42,737.52	224.96
Interest Income	1,093.79	22,765.18	28,767.00	(6,001.82)	79.14
Taxes Revenue	1,980,058.23	3,612,321.33	3,508,679.81	103,641.52	102.95
TOTAL OPERATING REVENUE	\$2,045,159.11	\$4,202,039.28	\$4,049,518.90	\$152,520.38	103.77%
OTHER FINANCING SOURCES					
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL REVENUES	2,045,159.11	4,202,039.28	4,049,518.90	152,520.38	103.77
EXPENDITURES					
Program Expenses	3,590.17	55,500.45	60,898.24	(5,397.79)	91.14
Operations & Supplies Expense	21,999.90	244,538.48	269,881.29	(25,342.81)	90.61
Utilities Expense	4,409.79	168,471.12	173,701.54	(5,230.42)	96.99
Legal Expenses	0.00	1,341.02	1,200.00	141.02	111.75
Professional Services	3,276.72	49,499.67	49,387.95	111.72	100.23
Bldg & Grounds Maintenance	21,206.09	233,346.65	274,745.80	(41,399.15)	84.93
Property Tax Administration/LAFCO	57,200.59	60,309.26	60,308.00	1.26	100.00
Salaries Expense	171,236.70	1,430,972.94	1,375,843.81	55,129.13	104.01
Benefits & Payroll Costs	60,330.21	631,246.33	620,061.37	11,184.96	101.80
Fixed Asset Expense	43,259.07	93,515.49	112,616.00	(19,100.51)	83.04
Capital Improvement Projects	1,332.11	81,351.60	81,049.00	302.60	100.37

Auburn Rec & Park
 Profit & Loss - Summary
 4/1/2020 To 12/31/2020
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
TOTAL EXPENDITURES	\$387,841.35	\$3,050,093.01	\$3,079,693.00	(\$29,599.99)	99.04%
NET REVENUE OVER EXPENDITURES	\$1,657,317.76	\$1,151,946.27	\$969,825.90	\$182,120.37	118.78%
ADJ. NET REVENUE OVER EXPENDITURES	\$1,657,317.76	\$1,151,946.27	\$969,825.90	\$182,120.37	118.78%

SECTION: 6.0

BOARD REPORTS, VANDALISM REPORTS, AND THE PROJECT ACTIVITY REPORT ARE ATTACHED.

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

- As of the writing of this report, the following is true about ARD facilities and amenities:

Currently OPEN, with appropriate restrictions (social distancing, members of the same household, etc.):

- General park areas and walking pathways
- Pickleball courts
- Tennis courts
- Disc golf
- Ashley Memorial Dog Park
- Basketball courts
- Skate Park
- All parking lots
- Ballfields
- Individual picnic tables
- Sierra Pool
- Buildings
- Playgrounds

Placer County has moved back in to the Purple Tier, and as such we are starting back up a few programs in the Recreation Park Community Center that can be done under the Gym and Fitness Center guidance. These classes include Zumba, karate and pilates.

- ARD successfully passed out of the COVID “outbreak” protocol that we entered into in December. As of the writing of this report, ARD has no staff out due to COVID (symptoms/exposure/positive).
- We bought a 2017 Ford Edge to replace the Ranger that was totaled back in December. Staff had discussions about what sort of vehicle we should get, and in the end, it was determined that the old Ranger was used almost exclusively to haul people, as opposed to any sort of equipment or supplies. The back seats do fold down if we need to haul items, but this vehicle should fit our needs more closely. The Edge cost \$19,700 out the door. We received \$10,748 from insurance for the Ranger (less our \$2,000 deductible). We will pay for the balance with equipment reserve funds.
- Staff has been in communications with CAPRI and attorney Patti Eyres about upcoming COVID vaccinations and if we should be mandating for employees. At this point, most agencies are recommending it for staff, as opposed to a mandate.
- Staff is back in conversation with the Chain Zombies to host the United States Women’s Disc Golf Championship Tournament at Regional Park in late May. The event, which will be played at 3 different Sacramento area courses, was cancelled last year.
- Staff has been working with three different mountain bike riding instructors that are interested in using the Bike Park to teach classes. Each instructor has to provide insurance and a COVID plan. The money charged for use of the facility will go to the Auburn Trails Alliance (Diana Boyer’s group), and ultimately right back in to the Bike Park.

Meetings and events attended or scheduled to attend

1/5: Rotary
1/7: CAPRI webinar: transferring risk
1/7: Centrica re: field lighting
1/8: Doug Houston re: 24-acre grant
1/12: Rotary
1/13: Union Negotiations
1/19: Rotary
1/20: A&D Committee
1/20: Policy Committee
1/20: Finance/"Friends" Committee
1/22" CalPERS re: UAL info
1/25: PCSO at Regional Park re: security concerns
1/26: Rotary
1/27: CARPD GM Roundtable meeting
1/28: CPRS District II General Meeting

Veona Galbraith

Administrative Services Manager

Report to the Board of Directors

January, 2021

December's Financials

Revenues –

- Rents and Concessions are up \$13,000 above mid-year budget revision, due to Field Rentals.
- Grants & Donations are up \$42,000 primarily due to Federal Credits for Sick Paid Employees.
- Tax Revenues are up \$100,000. Looking forward to the possibility of not touching the Contingency Fund.

Expenses –

- Operations & Supplies Expense are below budget by \$25,000. Did not spend on Activity Guide related expenses (\$3,900), Youth Assistance is not being spent (\$3,900) and we have some budgeted for a company laptop that has not been purchased yet (\$1,500).
- Building and Grounds Maintenance is under budget by \$41,000 currently. The most significant savings were on multiple Field Maintenance (\$11,700), Atwood which is under by \$6,900, Regional Park which is under by \$2,700, CVCC which is under by \$5,100 and the pools are under by \$3,200.
- Wages and Benefit Expense are above budget by \$66,000. This is primarily from Youth Services (\$48,300). There have been many ups and downs; continual changes in this Department. The revenue side compensates this for the last few months, but continues to show an overall loss due to COVID 19 and fluctuations at the beginning of the year.
- Fixed Assets are under budget by \$19,000. This was budgeted for the Circulation Pump that has not been paid for yet.

Appointments to Note for December/January:

- Complaint investigation
- Insurance Risk Webinar
- Budget Meetings with all departments
- Union Meeting
- CalPERS UAL Prefunding & 115 Trust Webinar
- CalPERS UAL Prefunding & 115 Trust Information teleconference

Jesse Williams

Facilities & Grounds Manager

Report to the Board of Directors

January, 2021

American River Canyon Overlook Park, Auburn Elementary School, Canyon View Community Center, Christian Valley Park, Recreation Park, Regional Park, Rock Creek Elementary School, Skyridge Elementary School:

- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.

American River Canyon Overlook Park, Ashford Park, Auburn Elementary School, Canyon View Community Center, Christian Valley Park, Meadow Vista Park, Placer Hills Park, Recreation Park, Regional Park, Skyridge Elementary School:

- Continued replacing emergency exit diagrams with new compliant ones.

Recreation Park and Regional Park:

- Advanced IPM performed their bimonthly maintenance service around the buildings (Labels and Safety Data Sheets available upon request).

American River Canyon Overlook Park:

- Replaced the entrance mats to the modular.

Ashford Park:

- Replaced numerous plants.

Meadow Vista Park

- Replaced a section of the pathway.
- Replaced the swings at the playground.

Recreation Park:

- The Service Manager at Valley Truck and Tractor donated \$265 worth of material to the District for some upgrades to one of our Traditional Utility Vehicles.
- Replaced the hot water heater for the Snack Shack.
- Serviced one of the TX 4x2 Traditional Utility Vehicles.
- Installed new "No Skateboarding on Pathway" signs.
- Replaced AED (automated external defibrillator) signs with new compliant ones.

- Installed additional smoke detectors for compliancy.

Regional Park:

- Serviced the #08 and #24 trucks.
- Serviced the 2014 John Deere HPX 4x4 Traditional Utility Vehicle.
- Norris Electric disconnected the wiring to the old pump, replaced the main grounding electrode conductor and connected the irrigation circuit.
- Installed new “No Smoking Inside Bathrooms or Within 25 Feet of Building” signs.
- Painted the picnic tables.
- A Water Conservation Manager with Rain Bird donated \$5,550 worth of time and material to the District so we can have full remote irrigation system access and numerous other advanced water management features from any web-based device.
- Continued replacing a charcoal grill that had rusted out at the base.
- Continued placing thermostat lockbox covers on all thermostats to prevent tampering.
- Annual fire inspections performed by West Coast Fire Inspection

Mike Scheele

Landscape Architect/Project Manager

Report to the Board of Directors

January, 2021

- **ARD Bike Park Project:** Work continues on the bike park sign reinforcements prior to installation throughout the park. Staff will pursue a quote from Bast Brothers iron works in addition to Angove Welding & Anchor Iron Works for the main bike park sign structural panel. Final adjustments are being made to the graphic sign panels which will be ordered soon. Soil to be donated for the Ph. 2 jump area has fallen through but Granite Bay Excavating will continue to pursue soil from their other projects. Granite Bay has also agreed to donate brush clearing and minor grading to allow for the construction of the Ph. 2 wooden corral fencing. Fencing contractor Sean Allen was contacted by lead advocate Boyer and has agreed to install the fencing working as a volunteer for the District and Berco Redwood has apparently offered to donate the lumber. Preliminary pricing for the trail watering system was received from Habitat Restoration Group. Staff will be revising the preliminary design plans for this watering system and put it out for informal bid. In the coming months staff will also be putting together a bid package for the bike park canal bridge and put it out to formal bid.
- **24 Acre Project & Prop. 68 Statewide Park Development and Community Revitalization Program (SPP) Grant Application:** Final updated master plan for the 24 acres site has been completed based on the feedback received from the public survey. In short, Alternative "A" with the splash pad, outdoor showers and larger plaza area was the preferred plan and a majority of respondents desired the native plant display garden shown in Alternative "B" so the garden has been added to Alt "A" which has now become the final master plan. This plan was brought to the January A&D committee meeting for review, acceptance and forwarded to the Board for same. Dudek also prepared two cross-section drawings to accompany the plan and an inset map showing the bike trail easement connecting to Bell Road. These will be put on a separate sheet. Work on CEQA and a preliminary cost estimate for the project remains in progress. Staff

met with the grant consultant on January 8th for coordination and progress check/updates. Grant application is due March 12th.

- 24 Acres site & Regional Park Trail Mapping & Signage Project: Staff has obtained a survey of the existing trails on the 24 acres site and will use this to prepare a trail map and signage in the coming months. Mapping and signage will include trails in Regional Park with mileage markers etc. to assist park users wanting to quantify their walking/hiking distances.
- Ashford Park Irrigation Filter Project: Irrigation filter replacement was completed in December and the contractor wasn't even able to perform a start-up and instruction meeting with staff because the irrigation pump broke down. Staff now working on getting a new pump specified and ordered and will get quotes to have it installed. Pump delivery lead time is unknown at this point.
- Meadow Vista Park Main Asphalt Pathway Repairs: NO NEW ACTION. Staff has visibly sprayed/marked potential tripping hazards on site. Staff is also taking a photo and square footage inventory of the areas and will be putting together a bid package to get quotes to do the repair work in spring 2021.
- Overlook Park Restroom ADA Upgrades: Project (except for accessible parking re-striping) will be done in-house when staffing levels allow. Restroom partitions are in need of replacement and will be added to this project.
- James Ballfield Outfield Turf Replacement Project: NO NEW ACTION. The District received \$22,000.00 towards this project from Placer County Park Dedication Fees at the November 19th County Parks Commission Meeting. Staff planning on getting bids in May and performing the turf replacement project in early July 2021.
- Recreation Ballfield Infield Renovation Project: The District received \$15,000.00 towards this project from Placer County Park Dedication Fees at the November 19th County Parks Commission Meeting. Staff planning on getting bids and doing the renovation project in spring 2021. Staff has obtained a topographic survey of the field to be used as the base map for this improvement project.
- Recreation Park Wheelchair Swing Project: The District received \$25,000.00 towards this project from Placer County Park Dedication Fees at the November 19th County Parks Commission Meeting. Staff has obtained a topographic survey of the area and has started preparing design/construction documents for the project. Staff has learned that a top US playground manufacturer just unveiled a wheelchair swing for 2021 that appears to be a superior design than the swing previously being considered out of the UK. While more expensive the unit allows other children/adults to swing with a user in a wheelchair and doesn't require the area to be fenced and needs less concrete & safety surfacing.
- Placer Hills Pool Parking Area Renovations: NO NEW ACTION. Postponed.
- Meadow Vista Park Parking Lot Re-Sealing/Striping Project: NO NEW ACTION. Postponed.

- **Miscellaneous Items:** Investigation and prelim pricing for a VFD (variable frequency drive) at Railhead Park irrigation pump, coordinating a new Memorial Bench for placement at Overlook Park, infill planting design and renovated drip system renovation project at Ashford Park entry walk (project complete), re-planting 3 trees and approximately 10 shrubs needing replacement at Railhead Park (project complete), updates of monthly Board reports/A&D Project Activity Reports etc.

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

I have high hopes that we can start making reservations for picnic sites soon. People are inquiring about getting events on the schedule for this summer. Sierra Foothills Little League and Auburn Little League are planning to start their Spring Season once we move to red. A traveling team continues to rent James field and Regional C field.

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

Discovery Club:

- Youth Services continues to be dynamic and responsive to the constant changes in school re-opening. The AUSD School Board made a decision on January 7, 2021 to reopen schools on January 19th on a 5-day a week schedule. In response to this, our staff closed the Canyon View Community Center program on Friday, January 15th. New scheduling was established and the school sites were poised to open on the new 5-day a week plan.
- However, on Sunday, January 17th, the AUSD held a special Board Meeting and voted to reverse their original decision. Staff successfully re-routed children, schedules and staff to reopen Canyon View Community Center and balance out the site Discovery Club programming.
- The “mods” at Recreation Park are under light renovation, deep cleaning and general updating. We anticipate utilizing this space starting in February for after school classes and programs.
- The preschool program is at a comfortable and safe number and the classroom is full of smiles. We will be looking at expanding the numbers in the Spring and running preschool-age program over the summer as well.

Recreation Programs

- All indoor recreation programs were closed for the first half of January. With the California Shut Down being lifted on January 12, we have started to reach back out to our instructors about returning to teach their classes. Since that date the following classes have resumed this month: Shotokan Karate, Faith’s Dog Training, **C-Ranch Horse Camps**, Pitching Camp, and Pilates. More classes and camps are planning on resuming in February and March.

Robalos Swim Team

- The Robalos Swim Team will start their season on May 3. The league is expected to run and meets are planned to happen with distancing modifications being made. A back up plan has been created by the VFCAL league representatives to be able to host virtual meets just in case teams are not allowed to meet in person.
- Kelli Leffel will be the team's new Head Coach this season. Kelli grew up around a pool deck as she swam her whole life for Roseville's swim team and she also swam for Sierra College's swim team. For the last three years, Kelli has been an Assistant Coach for the Woodcreek Seawolves Swim Team.

Mermaids Synchronized Swim Team

- The Mermaids will start their season on April 26. Championships for the Mermaids will take place the weekend of July 16. Location for Championships will either be held in Davis or at the Martha Skinner Sierra Pool.

Dec. 2020 DECEMBER, 2020 VANDALISM REPORT

	VANDALISM	LABOR COSTS	MATERIAL COSTS
12/11/2020	Fire Extinguisher Container Holders bashed in - Reg. Gym	\$166.00	\$200.60
12/11/2020	Broken toilet seat - Rec. Pk	\$60.00	\$10.70
12/11/2020	Toilet Peper Dispenser broken Ashford Pk	\$212.56	\$15.61
12/18/2020	Bathroom sinks broken & burned Reg. Pk	\$212.56	\$111.10
12/18/2020	Playground hardware parts- parts taken - Reg. Pk	\$26.57	\$80.44
12/18/2020	Playground slide concrete for slide base repair - Reg. Pk	\$106.28	\$14.45
12/18/2020	Swings repair - rubber part of swings were slashed - MV Pk	\$ 83.16	\$189.20
		Total Labor \$863.13	Total \$622.10
			Costs

2020/2021 PROJECT ACTIVITY REPORT		UPDATED 1/13/21	
PROJECT	EST. COST	NOTES	EST. COMPLETED
RECREATION PARK			
James Ballfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	Staff has been able to get one preliminary quote for converting the outfield from Rye/Bluegrass to Hybrid Bermuda (\$22,080.00 for conversion & \$19,136.00 for 3 month grow-in+maintenance). It was determined however at the 5/28 Board meeting that due to Covid-19 budget and staff impacts this work will be postponed to summer 2021.	SEPTEMBER 2021
PLACER HILLS POOL			
ASHFORD PARK	16,500.00	Irrigation filter replacement was completed in December and the contractor wasn't even able to perform a start-up and instruction meeting with staff because the irrigation pump broke down. Staff now working on getting a new pump specified and ordered and will get quotes to have it installed. No idea on pump delivery lead time at this point.	MARCH-APRIL 2021
OVERLOOK PARK			
24 ACRE PROPERTY			
Trail Mapping & Signage Project (2020)	10,000.00	Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months.	MARCH 2021
Statewide Park Development and Community Revitalization Program (SPP) Grant Round 4 (2018/2019)	190,000.00	Final updated master plan for the 24 acres site has been completed based on the feedback received from the public survey. In short, Alternative "A" with the splash pad, outdoor showers and larger plaza area was the preferred plan and a majority of respondents desired the native plant display garden shown in Alternative "B" so the garden has been added to Alt "A" which has now become the final master plan. This plan will be brought to the January A&D committee meeting for review, acceptance and forwarded to the Board for same. Dudek is preparing two cross-section drawings to accompany the plan and an inset map showing the bike trail easement connecting to Bell Road. These will be put on a separate sheet. Work on CEQA and a preliminary cost estimate for the project remains in progress. Staff met with the grant consultant on January 8th for coordination and progress check/updates. Grant application is due March 12th.	2020/2021
CVCC			

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

Item 8.1 Cover sheet – Resolution #2021-01: Supporting Auburn Endurance Events as the Official State 100 Mile Endurance Events

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

The Issue

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution #2021-01, a resolution supporting the declaration of the State of California that Auburn Endurance Events be acknowledged as the official state 100 Mile Endurance Events?

Background

Auburn is the home of the Western States 100 Mile in One Day Trail Ride (the Tevis Cup) and the Western States Endurance Run. Auburn resident Mike Holmes is spearheading an effort to have the California Legislature and the Governor declare these endurance events the official 100 Mile Events for the State of California.

The Auburn City Council passed a similar resolution on November 23, 2020.

Recommendation for the Board of Directors

The Policy Committee reviewed and sent a positive recommendation to the Board to adopt Resolution #2021-01, a resolution supporting the declaration of the State of California that Auburn Endurance Events be acknowledged as the official state 100 Mile Endurance Events.

Staff recommends the same.

Fiscal Impact

N/A

Attachments

Resolution #2021-01

RESOLUTION 2021-01

**A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE
AUBURN AREA RECREATION AND PARK DISTRICT SUPPORTING THE
DECLARATION OF THE STATE OF CALIFORNIA THAT AUBURN ENDURANCE
EVENTS BE ACKNOWLEDGED AS THE OFFICIAL STATE 100 MILE
ENDURANCE EVENTS**

WHEREAS, The Western States Trail extended from Salt Lake, across the Great Basin, and over the Sierra Nevada mountains to Sacramento during the westward expansion of the United States, and

WHEREAS, starting in 1931, a group led by Wendell Towle Robie and Robert Montgomery Watson started to explore the route across the Sierra Nevada's from Auburn to Lake Tahoe and determined the distance was approximately 100 miles, and

WHEREAS, the modern-day, Western States 100 Miles One Day Trail Ride was first held in 1955, four of the five riders successfully completed the trek on horseback, the current ride averages between 150 and 200 horse and rider combinations, and since 1955 the Ride has grown to over 10,500 starters and 5,700 finishers, and

WHEREAS, Dr. Gordon Ainsleigh joined the equestrian teams in 1974 and completed the first foot race over this same 100 miles of trail in 1974, and this unique accomplishment became the founding for the epic Western States Endurance Run, the world's premier ultra-runner trail event, and

WHEREAS, in December, 2018, when the runs' annual lottery for entry was held, 5,862 pre-qualified ultra-runners from throughout the United States and overseas vied for one of only 369 spots in 2019's race, the unique number being set in cooperation with US Forest Service in consideration of the impact on the Tahoe National Forest, and

WHEREAS, the City of Auburn, California has been declared "The Endurance Capital of the World" in view of the Western States 100-Miles One Day Trail Ride and the Western States Endurance Run, and many other similar events in the Auburn area of California,

NOW, Therefore, the Auburn Area Recreation and Park District requests that the California Legislature and Governor declare the Western States Ride for the Tevis Cup, and the Western States Endurance Run to be the official 100-mile endurance events for the State of California.

Ayes:

Noes:

Absent:

Abstain:

DATED: _____

Dr. H. Gordon Ainsleigh, D.C.
Chairman of the Governing Board
Auburn Area Recreation and Park District

ATTEST: _____

Patricia B. Larson, Clerk to the Governing Board

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

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

The Issue

Shall the Auburn Area Recreation and Park District (ARD) change its policy regarding purchasing limits for supervisors and coordinators?

Background

ARD has a policy that limits the purchasing of certain employees. After discussions amongst management, it was determined that ARD should explore upping the limits for supervisors, and adding coordinators to that category. Under the existing policy, managers often have to take on the task of purchasing for their department as their supervisors and coordinators quickly hit their limit. This inability to delegate could be mitigated with adjustments to ARD policy.

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

II. Purchasing

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

Purchasing Agent:

District Administrator: \$25,000/purchase

Primary Designee:

Administrative Services Manager: \$25,000/purchase

Secondary Designee (s):

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

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

Supervisors/Coordinators: Up to ~~\$ 1,000~~ \$5,000 maximum monthly limit

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

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

Recommendation for the Board of Directors

The Policy Committee reviewed this item, made an adjustment and forwarded it to the Board of Directors with a positive recommendation.

Staff recommends the same.

Fiscal Impact

N/A

Attachments

None.

Item 8.3 Cover sheet – ARD Legal Counsel, 2021

**Auburn Area Recreation and Park District Policy, Program and Fee Committee Meeting January, 2021;
Board of Directors meeting January, 2021**

The Issue

Shall the Auburn Area Recreation and Park District (ARD) re-address the performance of its current legal counsel?

Background

District Policy, Section VI, Policy on Authorization for Legal Services, states the following:

- 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.

ARD's current legal counsel is Cole Huber. Cole Huber has been with ARD since August of 2016. ARD's main contact at Cole Huber, Ron Scholar, has worked with the District since 2006.

ARD staff sent out a Request For Proposal (RFP) for new legal counsel in 2016. After review, the District decided to switch from Kronick, Moskovitz, Tiedemann and Girard (KMTG) to Cole Huber.

The ARD Board of Directors readdressed the performance of KMTG in July, 2012 and June, 2014, May, 2016 and January, 2019. The ARD Board considered whether or not to go out to RFP in March of 2021, however that motion did not pass.

Recommendation for the Board of Directors

The Policy Committee recommended putting out an RFP for ARD Legal Counsel.

Staff is using CAPRI free attorney Patti Eyres much more frequently now, and recommends staying with Cota Cole as ARD's attorney of record. As of 11/30/20, ARD had only spent \$1,340 in legal expenses (2/3 of the Fiscal Year).

More information, next page

Fiscal Impact

There is no projected fiscal impact to perform this review.

The following is a chart of ARD's legal costs for the past 11 Fiscal Years:

FY 06/07	FY 07/08	FY 08/09 *	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
\$30,652	\$24,824	\$1,363	\$20,131	\$13,475	\$7,710	\$6,648	\$8,421	\$15,301	\$6,693

FY 16/17	FY 17/18	FY 18/19	FY 19/20
\$4,533	\$12,552	\$8,634	\$14,908

*Note: ARD moved its Fiscal Year Calendar in 2009/2010, resulting in a 9-month Fiscal Year.

Attachments

Contract with Cota Cole.

Ronald J. Scholar
rscholar@cotalawfirm.com

REPLY TO:
 ROSEVILLE MONTEREY
 ONTARIO

August 3, 2016

Kahl Muscott, Director
Auburn Area Recreation and Park District
471 Maidu Drive, Suite 200
Auburn, California 95603

Re: General Counsel Legal Services

Dear Mr. Muscott:

ABOUT OUR REPRESENTATION

Cota Cole LLP is pleased to have been selected to provide general legal counsel services to the Auburn Area Recreation and Park District. This letter constitutes our agreement setting forth the terms of our representation consistent with the previously submitted Proposal for Legal Services.

CONFIDENTIALITY AND ABSENCE OF CONFLICTS

An attorney-client relationship requires mutual trust between the client and the attorney. It is understood that communications exclusively between counsel and the client are confidential and protected by the attorney-client privilege.

To also assure mutuality of trust, we have maintained a conflict of interest index. The California Rules of Professional Conduct defines whether a past or present relationship with any party prevents us from representing you. Similarly, your names will be included in our list of clients to ensure we comply with the Rules of Professional Conduct.

We have checked the following names against our client index: Auburn Area Recreation and Park District. Based on that check, we can represent your interests in the above-described transaction. Please review the list to see if any other persons or entities should be included. If you do not tell us to the contrary, we will assume that this list is complete and accurate. We request that you update this list for us if there are any changes in the future.

(RJS/00045616.)

YOUR OBLIGATIONS ABOUT FEES AND BILLINGS

My current billing rate, and that of the partners of the firm, is \$240.00 per hour, associate attorneys are billed at \$210.00 and paralegals at \$140.00. We will bill you monthly for all services provided.

The memorandum attached to this letter describes the other aspects of our firm's billing policies. You should consider this memorandum part of this agreement as it binds both of us. For that reason, you should read it carefully.

FIRM STATUS

Cota Cole LLP is a partnership. Dennis M. Cota is the Managing Partner, and Derek P. Cole, Scott E. Huber, Daniel S. Roberts, Carolyn J. Frank, Daniel A. King, Karen A. Feld, Barbara A. Keough, Sean D. De Burgh, and Ronald J. Scholar are Partners. William R. Galstan, Kathryn L. Patterson, David G. Ritchie, Samantha L. Chen, Elizabeth M. Perez, and Ross W. Tucker are employees of the firm.

INSURANCE

We understand that you are not now insured or have any insurance that may cover potential liability or attorneys' fees in this case. If you think you may have such insurance, please notify me immediately.

We are also pleased to let you know that Cota Cole LLP carries errors and omissions insurance with Lloyds of London. After a standard deductible, this insurance provides coverage beyond what is required by the State of California.

CIVILITY IN LITIGATION

In litigation, courtesy is customarily honored with opposing counsel, such as extensions to file pleadings or responses to other deadlines. In our experience, the reciprocal extension of such courtesies saves our clients time and money. By signing this letter, you will be confirming your approval of this practice in your case.

HOW THIS AGREEMENT MAY BE TERMINATED

You, of course, have the right to end our services at any time. If you do so, you will be responsible for the payment of fees and costs accrued but not yet paid, plus reasonable fees and costs in transferring the case to you or your new counsel. By the same token, we reserve the right to terminate our services to you upon written notice, order of the court, or in accordance with our attached memorandum. This could happen if you fail to pay our fees and costs as agreed, fail to cooperate with us in this matter, or if we determine we cannot continue to represent you for ethical or practical concerns.

Kahl Muscott, Director
Auburn Area Recreation and Park District
August 3, 2016
Page 3

CLIENT FILE

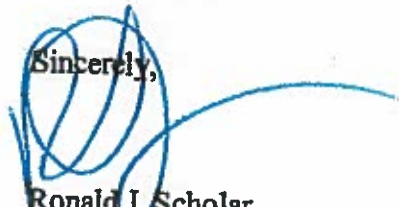
If you do not request the return of your file, we will retain your file for five years. After five years, we may have your file destroyed. If you would like your file maintained for more than five years or returned, you must make separate arrangements with us.

THANK YOU

We are pleased that you have selected Cota Cole LLP to represent the District and appreciate the opportunity serve as legal counsel to the District. If you have any questions at any time about our services or billings, please do not hesitate to contact me.

This letter supersedes the engagement letter between ARD and Cota Cole dated June 13, 2016 and becomes effective as of the date of your signature. Therefore, if this letter meets with your approval, please sign and date it, and return the original to us. We have enclosed a separate signed copy of this letter for your records.

Sincerely,



Ronald J. Scholar
COTA COLE LLP

RJS: mj
Enclosures

AGREED AND ACCEPTED:

By: Kahl S. Muscott

Dated: 8/4/16

COTA COLE LLP – BILLING POLICIES

Our two decades of experience has shown that the attorney-client relationship works best when there is mutual understanding about fees, expenses, billing, and payment terms. Therefore, this statement is intended to explain our billing policies and procedures. Clients are encouraged to discuss with us any questions they have about these policies and procedures. Clients may direct specific questions about a bill to the attorney with whom the client works. Any specific billing arrangements different from those set forth below will be confirmed in a separate written agreement between the client and the firm.

Limited Liability Partnership

Cota Cole LLP is a Limited Liability Partnership. Dennis M. Cota is the Managing Partner, Derek P. Cole, Scott E. Huber, Daniel S. Roberts, Carolyn J. Frank, Karen A. Feld, Barbara A. Keough, Sean D. De Burgh, and Ronald J. Scholar are Partners. William R. Galstan, Kathryn L. Patterson, David G. Ritchie, Samantha L. Chen, Elizabeth M. Perez, and Ross W. Tucker are attorneys employed by the firm.

Fees for Professional Services

Unless a flat fee is set forth in our engagement letter with a client, our fees for the legal work we will undertake will be based, in substantial part, on time spent by personnel in our office on that client's behalf. In special circumstances which will be discussed with the client and agreed upon in writing, fees will be based upon the novelty or difficulty of the matter or the time or other special limitations imposed by the client.

Hourly rates are set to reflect the skill and experience of the attorney or other legal personnel rendering services on the client's behalf. Time is accrued on an incremental basis for such matters as telephone calls (minimum .3 hour) and letters (minimum .5 hour), and on an actual basis for all other work. Our rates for services are set forth in the retainer letter that accompanies these policies, but are customarily billed at rates from \$250 to \$400 per hour, and our administrative assistants, research assistants, paralegals and law clerks are billed at the rate of \$150 per hour. These hourly rates are reviewed annually to accommodate rising firm costs and to reflect changes in attorney status as lawyers attain new levels of legal experience. Any increases resulting from such reviews will be instituted automatically and will apply to each affected client, after advance notice.

Fees for Other Services, Costs and Expenses

We attempt to serve all our clients with the most effective support systems available. Therefore, in addition to fees for professional legal services, we also charge separately for some other services and expenses to the extent of their use by individual clients. These charges include, but are not limited to, mileage at the current IRS approved rate per mile, extraordinary telephone and document delivery charges, copying

charges, computerized research, court filing fees and other court-related expenditures including court reporter and transcription fees. No separate charge is made for secretarial or word processing services; those costs are included within the above hourly rates.

We may need to advance costs and incur expenses on your behalf on an ongoing basis. These items are separate and apart from attorneys' fees and, as they are out-of-pocket charges, we need to have sufficient funds on hand from you to pay them when due. We will advise the client from time to time when we expect items of significant cost to be incurred, and it is required that the client send us advances to cover those costs before they are due.

Advance Deposit Toward Fees and Costs

Because new client matters involve both a substantial undertaking by our firm and the establishment of client credit with our accounting office, we require an advance payment from clients. The amount of this advance deposit is determined on a case-by-case basis discussed first with the client and is specified in our engagement letter.

Upon receipt, the advance deposit will be deposited into the firm's client trust account. Our monthly billings will reflect such applications of the advance deposit to costs and not to attorneys' fees. At the end of engagement, we will apply any remaining balance first to costs and then to fees. We also reserve the right to require increases or renewals of these advanced deposits.

By signing the initial engagement letter, each client is agreeing that the trust account balances may be withdrawn and applied to costs as they are incurred and to our billings, after presentation to the client. If we succeed in resolving your matter before the amounts deposited are used, any balance will be promptly refunded.

Monthly Invoices and Payment

Cota Cole LLP provides our clients with monthly invoices for legal services performed and expenses incurred. Invoices are due and payable upon receipt.

Each monthly invoice reflects both professional and other fees for services rendered through the end of the prior month, as well as expenses incurred on the client's behalf that have been processed by the end of the prior month. Processing of some expenses is delayed until the next month and billed thereafter.

Our fees are not contingent upon any aspect of the matter and are due upon receipt. All billings are due and payable within ten days of presentation unless the full amount is covered by the balance of an advance held in our trust account. If a bill is not paid within 30 days, a late charge of one and a half percent per month on the unpaid invoice shall be added to the balance owed, commencing with the next statement and continuing until paid.

It is our policy to treat every question about a bill promptly and fairly. It is also our policy that if a client does not pay an invoice within 60 days of mailing, we assume the client is, for whatever reason, refusing to pay. We will then advise the client by letter that the client may pay the invoice within 14 days or the firm will take appropriate steps to withdraw as attorney of record. If the delay is caused by a problem in the invoice, we must rely upon the client to raise that with us during the 14-day period. This same policy applies to fee arrangements which require the client to replenish fee deposits or make deposits for anticipated costs.

From time to time clients have questions about the format of the bill or description of work performed. If you have any such questions, please ask them when you receive the bill so we may address them on a current basis.

Changes in Fee Arrangements and Budgets

It may be necessary under certain circumstances for a client to increase the size of required advances for fees after the commencement of our engagement and depending upon the scope of the work. For example, prior to a protracted trial or hearing, the firm may require a further advance payment to the firm's trust account sufficient to cover expected fees. Any such changes in fee arrangements will be discussed with the client and mutually agreed upon in writing.

Because of the uncertainties involved, any estimates of anticipated fees that we provide at the request of a client for budgeting purposes, or otherwise, can only be an approximation of potential fees.

Item 8.4 Cover sheet – 24 Acre Site Refined Master Plan

ARD Board of Directors Meeting January 28th, 2021

The Issue

Shall the Auburn Area Recreation and Park District (ARD) review and approve a refined Master Plan for the 24 Acre Park site?

Background

The Refined Master Plan for the 24 Acres Park site is ready for review and approval. It consists of two sheets; one showing the overall master plan (with enlargement) and the other showing two cross sections and an inset map indicating the future Class A Multi-Purpose Trail connection from the park south to Bell Road.

The Preferred Concept Plan for the 24 Acres site prepared and adopted in 2016-2017 underwent additional public review to insure the plan addressed current concerns and desires of the public. This began with a series of five public meetings in the spring of 2019. From these meetings two concept plans were created in the fall of 2020 which incorporated findings from the 2019 meetings. These two plans were put out for public review in November/December 2020. This was done virtually through the ARD website and comments/voting tallied using the Survey Monkey application as public meetings were being disallowed due to the Covid-19 pandemic. Residents in the 1 mile radius of the site that did not have internet access were provided the opportunity to vote on the plans via hardcopy mailer. Over 200 responses were received.

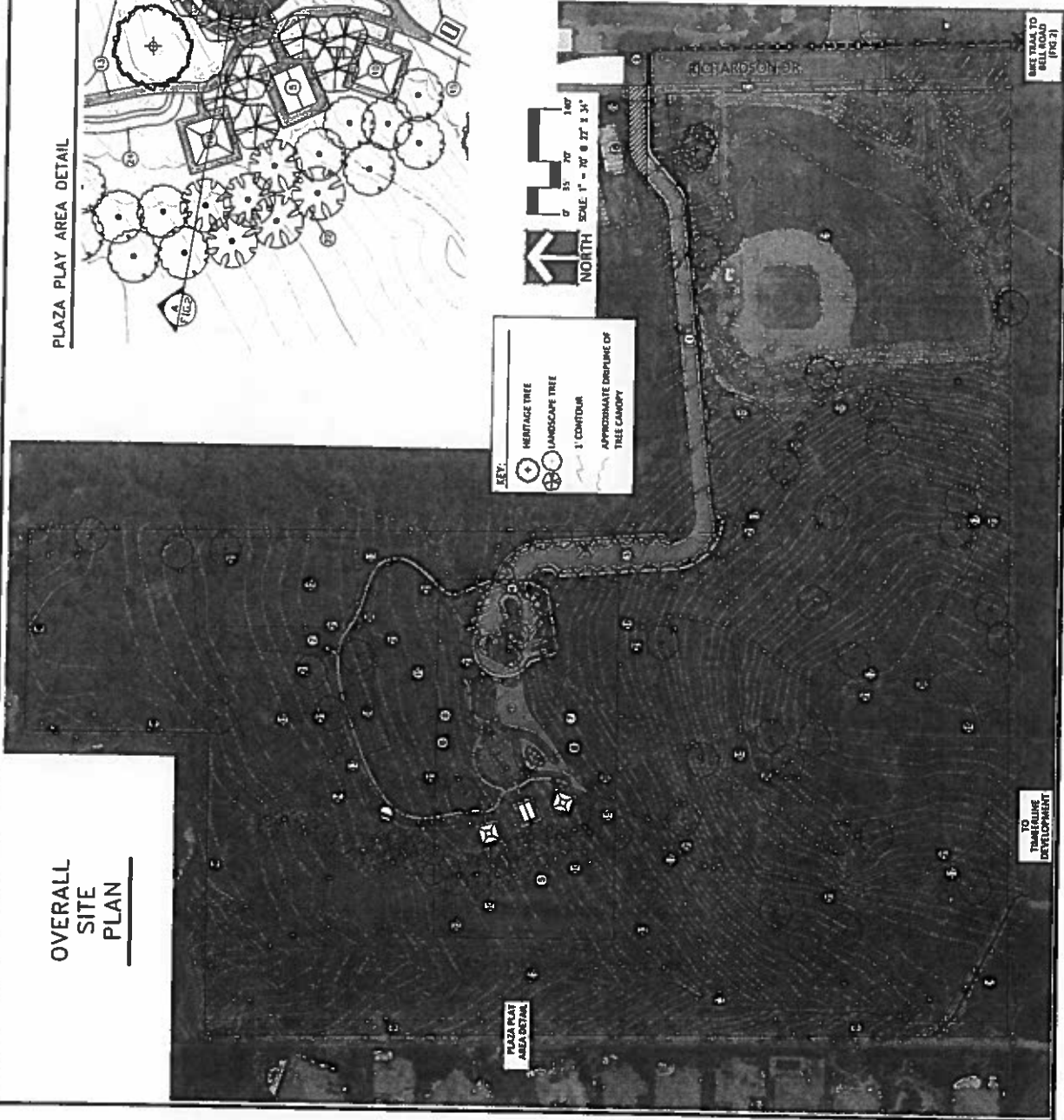
Recommendation for the Board

The A&D committee reviewed the Refined Master Plan and recommended it be forwarded to the Board of Directors for approval.

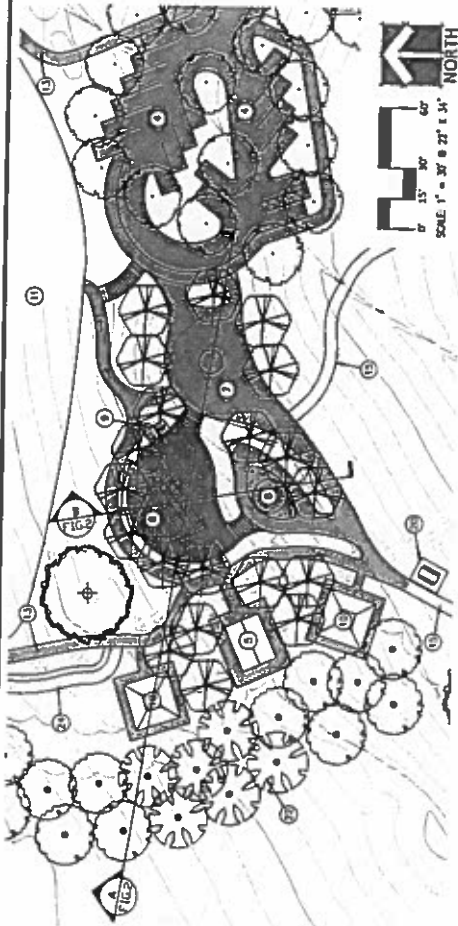
Attachments

24 Acre Site Refined Master Plan-two sheets. Figure 1 and Figure 2.

**OVERALL
SITE
PLAN**



PLAZA PLAY AREA DETAIL



PROPOSED AMENITIES

- 1 ACCESS DRIVE
 - 2 HIGH VISIBILITY CROSSWALK (2,640')
 - 3 PARALLEL PARKING (22 SPACES)
 - 4 PARKING LOT PERMEABLE PAVING IN PARKING STALLS (18 SPACES) & SECURITY LIGHTING
 - 5 MULTI-USER RESTROOM (2 STALLS PER SIDE) WITH OUTDOOR SHOWER
 - 6 PLAY AREA (TOT/YOUTH)
 - 7 CENTRAL PLAZA WITH LOCKABLE ELECTRIC OUTLETS & SAFETY LIGHTING
 - 8 SPLASH PAD
 - 9 EXERCISE STATIONS
 - 10 SHADE SHELTER (24' X 24')
 - 11 OPEN TURF AREA (0.75 ACRE)
 - 12 DOG PARK WITH BARK MULCH SURFACE, SEPARATE BIG AND SMALL DOG AREAS, HOSE SPLICOT AND DRINKING FOUNTAIN WITH DOG WATER BOWLS (1.24 ACRE)
 - 13 ADA ACCESSIBLE LOOP PATH (630')
 - 14 FENCE: A) WOVEN WIRE, B) POWDER-COATED STEEL
 - 15 COMPACTED EARTH WALKING PATH (2,640')
 - 16 BOCCO COURTS
 - 17 INTERPRETIVE SIGN AND BENCH
 - 18 PROPOSED ACCESS AND UTILITY EASEMENT EXPANSION
 - 19 PIPE GATE
 - 20 PICNIC TABLE (QTY. 5)
 - 21 BENCH (QTY. 13)
 - 22 VISUAL BUFFER PLANTINGS
 - 23 WETLAND OVERLOOK WITH BENCH AND INTERPRETIVE SIGN
 - 24 NATIVE PLANT DISPLAY GARDEN
 - 25 SECURITY CAMERAS AT SELECT LOCATIONS
- EXISTING FEATURES**
- 26 RETAINING WALL
 - 27 WETLAND
 - 28 INTERMITTENT DRAINAGE
 - 29 MID DITCH
 - 30 BALL FIELD

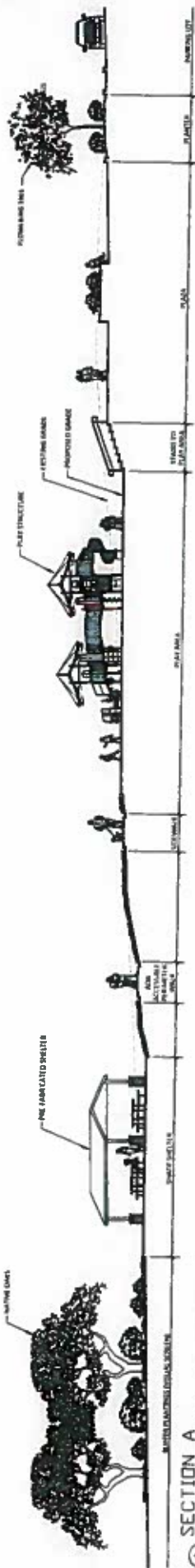


DUDEK
811 LOCUST HILL STE 200
AUBURN, CA 95602

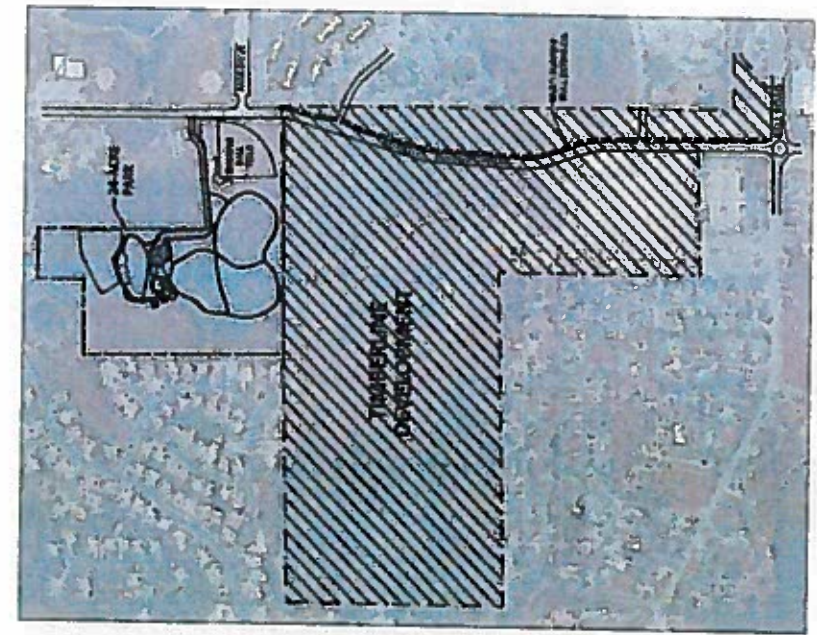
PLAN
24-ACRES SITE-MASTER PLAN
January 14, 2021

FIGURE
1
OF 2

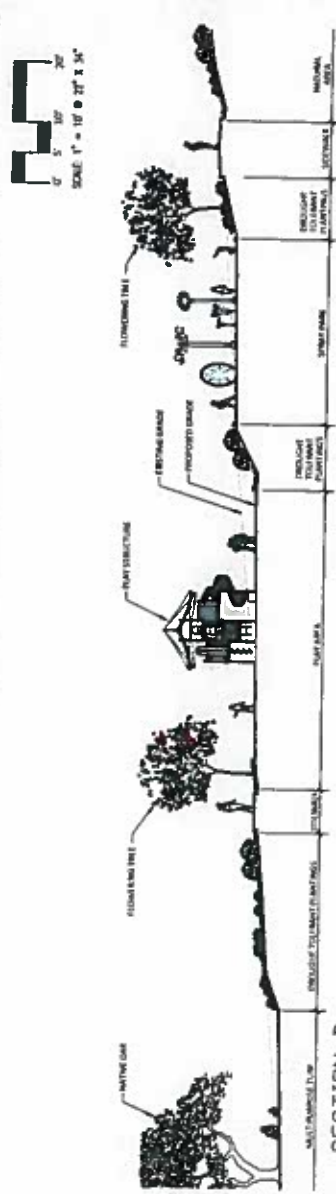
AUBURN RECREATION DISTRICT
12978



SECTION A



FUTURE BELL ROAD BIKE TRAIL CONNECTION



SECTION B



<p>DUDEK 811 LINCOLN AVENUE, SUITE 200 ALBANY, CA 94731</p>	<p>SECTIONS 24-ACRES SITE-MASTER PLAN January 14, 2021</p>	<p>FIGURE 2 OF 2</p>
	<p>ARCADIA RECREATION DISTRICT</p>	

Item 8.5 Cover sheet – 2021 ARD Friend of Recreation Nominations

Auburn Area Recreation and Park District (ARD) Board of Directors Meeting January 28, 2021

The Issue

Shall the Auburn Area Recreation and Park District nominate a person(s) for the 2021 “Friend of Recreation” award?

Background

Every year, ARD awards the “ARD Friend of Recreation Award” at the annual State of Community Dinner. Information on the Friend of Recreation Award is as follows:

The Auburn Area Recreation and Park District Friend of Recreation award is given to the person, organization or group that has made a significant contribution to parks, recreation and active leisure in the Auburn area. This award is presented annually at the State of the Community Dinner.

Specific criteria for nominees/winners are as follows:

- The person’s, organization’s or group’s contribution should include the last 5 years
- Volunteers, ARD employees and contract employees are eligible for the award
- Nominees from entities outside of ARD can be considered (Tevis Cup, Placer High, local youth sports organizations, etc.)

In July of 2019, the ARD Board adopted new policies and procedures for selecting the Friend of Recreation. Those procedures are as follows:

- A. Staff will put an item on the January Board of Directors meeting, asking for nominations. Board members should send a brief description as to why their nominee should be selected. Nominations will be due by the February Board meeting.
- B. Staff will announce all nominations at the February Board meeting and request that each Board member select a first and second choice. If a nominee received three first place votes, they will be selected as the next ARD Friend of Recreation. If there is no nominee with three first place votes, the process will be as follows:
 1. All first place votes will be counted as two points
 2. All second place votes will be counted as one point
 3. The nominee with the highest point total will be selected as the next Friend of Recreation
 4. If after this process there is a tie, the top two nominees will be voted on. The nominee with three votes will be declared the next ARD Friend of Recreation
- C. The ARD Friend of Recreation will be announced at the March Board meeting.

In February of 2020, the ARD Board selected Ashley Memorial Dog Park volunteer Warren Tellefson as the 2020 winner of the Friend of Recreation Award. Unfortunately, the COVID pandemic cancelled the State of the Community Dinner and the award was never presented to Warren.

Recommendation for the Board of Directors

Discuss and provide direction.

Staff recommends forwarding Warren Tellefson's award from 2020 to 2021. According to the Auburn Chamber of Commerce, the 2021 State of the Community Dinner is tentatively set to take place in May.

Alternatives available to the Board

1) Send the item back to the February Board of Directors meeting and nominate someone using the approved procedures.

Fiscal Impact

N/A

Attachments

Past ARD Friend of Recreation Award winners:

2009: Laura Pinnick

2010: Eric Peach

2011: Todd Peak

2012: Patrick Remington

2013: Chic and Ingrid Koenig

2014: Mike Lynch

2015: Canyon Keepers

2016: Daryl Henry

2017: Chain Zombies

2018: Diana Boyer and Lisa Kodl

2019: Bill and Jenny Jansen

Item 8.6 Cover Sheet for 2021-2022 Obsolescence List

Auburn Area Recreation and Park District Finance Committee meeting January, 2021; Board of Directors' meeting January, 2021.

The Issue: Shall the Auburn Area Recreation and Park District ("District") Board of Directors approve the updated 5-Year Obsolescence List based on the new Preliminary budget?

Background: Each year staff updates the five-year obsolescence list during the annual Budget to advise the Board of the District's equipment needs for the coming fiscal year as well as for the subsequent four years. The list is compiled with the input of the Facilities and Grounds Manager and Supervisor. The equipment list is contained within our financial statements as "fixed assets, equipment" and represents a running tabulation of several years of purchases in amounts generally over \$5,000.00, slated to be funded from the Equipment Reserve.

The Equipment Reserve currently contains \$687,237. Of that current balance, \$139,287 is budgeted for transfer into the General Fund to pay for assets purchased this fiscal year 2020-2021. This will leave a balance of \$497,950. Within the 2021-2022 budget, \$100,000 is budgeted as a transfer into the Equipment Reserve, which will bring the balance to \$597,950.

Based on cash reserves at any particular moment, staff may opt to pay for some equipment from the General Fund rather than deplete the Equipment Reserve. As this is a timing issue at purchase, the attached 5-year list currently shows all purchases to be paid from the reserve at this time. Note that each year of the list shows a balance forward of funding from the previous year and adds at least the required \$50,000.00, per board policy.

Per the Finance Committee request, staff has budgeted to make sure the District has a minimum of \$250,000 balance in the Equipment Reserves at the fifth year.

Recommendation:

The Finance Committee recommends approval of the revised Obsolescence List to the Board of Directors.

Attachment: Obsolescence Five-year List.

Auburn Recreation District Park Obsolescence List

2021/2022

FUNDING SOURCE

Estimated balance		0									
ITEM	Acquired	Purchase \$	Life	Repl. Date	Orig	Year to be Replaced	New	Acquisition Cost	Equip Reserve	General Fund	
Vehicles											
2000 F450 vin 18658 unit #22 (Replace)	2005	\$15,000	15	2017		2021	\$75,000		\$75,000		
Mowers											
Grasshopper 928D w/Aerator	2007	\$18,541	15	2022		2022	\$40,400		\$40,400		
Facilities											
Rec Park Server #1	2013	9,000	5	2018		2020	11,000		11,000		
Rec Park Server # 2	2013	3,000	5	2018		2020	3,000		\$0	\$3,000	
CVCC server	2013	9,000	5	2018		2020	11,000		11,000		
Skyridge Restroom Floor										1,000	
Vacuum for Youth Services										800	
15 - Replacement folding chairs										364	
12 - 6' Tables										\$800	
Pumps											
Winchester Park irrigation pump/motor	2002	\$4,600	8	2010					\$15,000		
Pools											
Sierra Pool Umbrella #2 of 3	2012	800	7	2019		2020	830		0	\$830	
Sierra Pool Umbrella #1 of 3	2018	\$808	3	2021		2021	\$830		\$0	\$830	
Sierra Pool Cover	2018	\$7,529	3	2023		2023	\$7,900		\$7,900		
Pool Cover Stand	Unk						\$8,000		\$8,000		
TOTAL									168,300	7,624	
Estimated Balance Remaining									429,650		

Auburn Recreation District Park Obsolescence List

2022/2023

FUNDING SOURCE

ITEM	Acquired	Purchase \$	Life	Orig Repl Date	year to be Replaced	New Acquisition Cost	Equip Reserve	General Fund
Estimated balance								
Vehicles								
2005 Dodge 2500 vin 831735 unit 24	2005	\$21,410	12	2017	2022	40,000	\$40,000	
2006 Ford Ranger vin 95264 unit 19	2006	\$11,000	12	2018	2022	\$30,000	\$30,000	
2006 Ford Ranger vin 56762 unit 5	2006	\$11,327	12	2018	2022	\$30,000	\$30,000	
2007 Ford Ranger vin 95264 unit 10	2006	\$11,327	12	2018	2022	\$30,000	\$30,000	
2007 Ford F-250 4WD vin 63864 unit 8	2007	\$24,237	15	2017	2021	\$40,000	\$40,000	
Gators								
John Deere Gator	2011	\$9,016	10	2022	2022	\$21,000	\$21,000	
Gator Cart #5	2012	9,200	10	2022	2022	21,000	\$21,000	
Gator Cart #6	2012	9,200	10	2022	2022	21,000	\$21,000	
Mowers								
Jacobson HR5111 51HP Mower & Mulcher Bar	2002	\$39,337	18	2020	2022	\$45,238	\$45,238	
Heat & Air Units								
Rock Creek Bard HVAC	Unk	5,000	15	2022	2022	\$6,500	\$6,500	
Facilities								
Commercial Refrigerator (CVCC)	2002	\$1,962	15	2017	2020	\$2,500	\$0	\$2,500
15 - Replacement folding chairs								
10 - 6' Tables								
Rec Park offices carpet (600 sq.ft. est) REC only	2006		12	2018	2019	\$3,500	\$3,500	
Rec Park lobby and hallway carpet (2500 sq.ft.)	2012	\$9,900	10	2022	2022	10,900	10,900	
Rec Park offices carpet (800 sq.ft. est)(YS/CS)	2006		12	2018	2021	\$3,100	\$0	\$3,100
Pools								
Circulation pump, Splash pool	2015	4,600	8	2023	2023	8,000	0	8,000
Sierra Pool Umbrella #2 of 3	2019	807	7	2019	2019	\$830	\$0	\$830
Sierra Pool Sweep	2013	4,860	5	2018	2022	5,100	\$0	\$5,100
PH Pool Cover	2018	\$2,724	3	2023	2023	\$2,900	\$0	\$2,900
Grounds Equipment								

1971 Ford Loader tractor	1971	4,000	52	2022	2022	\$25,000	\$25,000
Turco top dresser	2005	11,779	17	2022	2022	\$13,000	\$13,000
Rec Equipment							
Regional Park Scoreboard for C Field	2002	2,367	20	2022	2022	\$3,200	\$3,200
Daktronics scoreboard, Recreation Park gym	2005	\$3,468	10	2018	2020	\$3,600	\$3,600
Regional Park Varsity gym scoreboard	2007	3,053	10	2017	2020	\$3,300	\$3,300
Regional Shade Structure	2011	3,556	10	2021	2021	\$4,000	\$4,000
Pumps							
Recreation Park irrigation pump/motor (rebuilt '19)	2006	\$4,600	8	2014	2020	\$11,000	\$11,000
TOTAL						278,138	37,490
Estimated Balance Remaining							211,512

Auburn Recreation District Park Obsolescence List

2023/2024

FUNDING SOURCE

ITEM	Acquired	Purchase \$	Life	Orig Repl Date	year to be Replaced	New Acquisition Cost	Equip Reserve	General Fund
Estimated balance								
Vehicles							296,512	0
Gators								
John Deere Gator #1	2013	\$8,080	10	2023	2023	\$21,000	\$21,000	
John Deere Gator #2	2013	\$8,080	10	2023	2023	\$21,000	\$21,000	
Facilities								
15 - Replacement folding chairs								
Heat & Air Units								364
Overlook Modular Bard HVAC	Unknown	\$5,000	15	2023	2023	\$7,000	\$7,000	
Grounds Equipment								
1994 Challenge Air Compressor	1994	\$3,500	30	2024	2024	\$4,600	\$0	\$4,600
Advance 320 Floor Scrubber	1992	\$4,000	30	2022	2022	5,200	\$0	5,200
Honda UE2000i Generator	2014	2,256	10	2024	2024	\$2,500	\$0	\$2,500
Pools								
Sierra Pool Umbrella #3 of 3	2021	830	7	2019	2020	850	0	\$850
Facilities								
Lakeside Room carpet (1,365 sq.ft. :carpet tile	2007	4,500	15	2022	2022	5,400	\$0	5,400
TOTAL							49,000	18,914
Estimated Balance Remaining							247,512	

Auburn Recreation District Park Obsolescence List

2024/2025

FUNDING SOURCE

ITEM	Acquired	Purchase \$	Life	Orig Repl Date	Year to be Replaced	New Acquisition Cost	Equip Reserve	Genl Fund
Estimated balance								
Vehicles							328,512	0
2000 Dodge 3/4 ton truck vin 155626 unit #15	2002	\$20,000	15	2017		repl w/Ford F350		
Gators								
Mowers								
Brush Mower FH541VB15586 (Pull Behind)	2009	\$3,189	15	2024	2024	\$3,500	\$0	\$3,500
Pools								
Chemical controller, Splash pool	2005	3,000	20	2025	2025	\$3,000	0	3,000
Sierra Pool Umbrella #1 of 3	2021	\$830	3	2024	2024	\$850	\$0	\$850
Facilities								
15 - Replacement folding chairs								
10 - 6' Tables								371
Grounds Equipment								\$618
Balbor ECP400T 15HP Motor	2015	2,484	10	2025	2025	\$2,700	\$0	\$2,700
SDI 100-9K6M Sprayer	2005	7,997	19	2024	2024	\$9,000	9,000	
Front Loader for Kubota	2005	4,440	25	2025	2025	\$5,300	\$5,300	
3.5 ton roller	2006	13,942	18	2024	2024	\$15,000	\$15,000	
Heat & Air Units								
Rec building - Youth services office HVAC 3.5 ton	2007		18	2025	2025	\$10,000	\$10,000	
Rec Gym exhaust fans	2006	\$15,127	18	2024	2024	17,850	\$17,850	
TOTAL							57,150	11,039
Estimated Balance Remaining							271,362	

Auburn Recreation District Park Obsolescence List

2025/2026

FUNDING SOURCE

Estimated balance										356,362	0
ITEM	Acquired	Purchase \$	Life	Orig Repl Date	years to be Replaced	Acquisition Cost	Equip Reserve	Genl Fund			
Vehicles											
2013 F-150 vin 11453 unit	2013	\$19,559	12	2025	2025	\$30,000	\$30,000				
2013 F150 vin 11454 unit	2013	\$19,559	12	2025	2025	\$30,000	\$30,000				
2014 F250 vin 86577 unit	2013	\$28,111	12	2025	2025	\$40,000	\$40,000				
Gators											
Gator Util Vehicle Dump Kit	2005	\$7,061	20	2025	2025	8,500	\$8,500				
John Deere Gator w/lift (114178589)	2015	\$9,668	10	2025	2025	21,000	\$21,000				
Mowers											
Heat & Air Units											
Rec building - cust serv. HVAC	2008	\$6,038	18	2026	2026	\$7,200	\$7,200				
Rec building - lobby HVAC	2008	\$9,000	18	2026	2026	\$10,620	\$10,620				
Rec building - Women's Restroom Heate	2008	\$2,000	18	2026	2026	\$2,400	\$2,400				
Recreation HVAC #7 Unit	Unknown	\$10,000	18	2025	2025	\$13,000	\$13,000				
Regional Facility Attendant office HVAC	2008	\$8,000	18	2026	2026	\$9,440	\$9,440				
Skyridge Modular #1 Bard Unit (1/2 ton)	2011	4,811	15	2026	2026	\$5,800	\$5,800				
Skyridge Modular #2 Bard Unit (1/2 Ton)	2011	4,811	15	2026	2026	\$5,800	\$5,800				
Pools											
Heater, Sierra Pool	2018	\$51,645	8	2025	2025	\$52,100	\$52,100				
Sierra Pool Lift						\$7,000		\$7,000			
Circulation pump, Splash pool	2017	\$2,236	8	2025	2025	\$4,600	\$0	\$4,600			
Sierra Pool Umbrella #2 of 3	2012	807	7	2019	2019	\$830	\$0	\$830			
TOTAL										106,360	250,002
Estimated Balance Remaining											

Discussion Item #1. Cover Sheet - Preliminary Budget for Fiscal Year 2021/2022

Auburn Area Recreation and Park District Standing Finance Committee meeting January, 2021, Board of Directors' meeting January, 2021;

The Issue: Shall the Auburn Area Recreation and Park District Board of Directors review the preliminary FY 2021/2022 budget?

Background: Staff has met with departmental managers over the past several weeks to finalize budget requests and basic departmental needs for the next fiscal year: 2021/2022.

The attached budget summary sheet outlines the results of these meetings.

Administration:

Staff projects an increase in property tax revenue of approximately \$181,000 based on data obtained from Placer County as well as a slight 2% increase for Dec 2021. We feel that this is a conservative estimate given that Proposition 13 allows for a 2% annual increase in property taxes and Placer County homeowners will be recovering from the Pandemic.

One new server will be installed at the Admin Offices. This server will be approximately \$11,000 including installation.

Aquatics

A new pool cover and stand for Sierra Pool is budgeted at \$15,900, to be installed at the end of the Summer season.

Customer Service

Two new servers will be installed at Customer Service. \$14,000 is budgeted for this update must.

Facilities and Grounds

1. The 24 Acre project planning/CEQA and Construction Documents are budgeted at \$144,000 for the 2021-2022 budget. \$46,724 was spent in this FY20/21.
2. Overlook ADA upgrades to the restroom will be realized at approximately \$15,000, to be funded by Future Capital reserves.

3. The Bike Park's Phase I wrapped up and Phase II began in 2020-2021, \$160,835 is budgeted for 2021-2022 for this continued project. \$117,000 is being funded by Grants/Donations and \$43,835 will come from Future Capital reserves.
4. Placer Hills' parking lot is in need of repaving, new drainage and striping. \$30,000 has been budgeted for this project. funded by Future Capital reserves.
5. Recreation Park will have a new wheelchair swing. \$60,000 has been budgeted for this addition. This project is being funded by County Mitigation (\$25,000), City Mitigation (\$30,000) and donations of \$5,000.
6. Recreation Park's James Field and Rec Field are slated for some further renovations. James Field's Outfield planting (\$42,000) and Rec Field's infield renovations (\$25,000). County Mitigation is funding \$37,000 towards these projects.
7. Meadow Vista Parking lot will receive a new seal and restriping, budgeted at \$15,000.
8. Meadow Vista Pathway needs some safety repair, which have been budgeted for \$15,000.
9. Recreation Shop Floors also have some safety repairs that need to be done. \$10,000 has been budgeted for this project.
10. Regional Park's Dry Creek Playground is slated for replacement for approximately \$177,000. This will be funded by the Statewide Program Grant.
11. Two pieces of Equipment will need to be replaced during 2021-2022. We have budgeted \$75,000 to replace the existing F450 Dump Truck and \$40,400 is budgeted to replace the existing Grasshopper Mower.

Recreation

No major changes

Youth Services

No major changes

Overall, in 2021/2022 the District has growing expenses due to inflation, but with much anticipation the District looks forward to what the energy efficiency project will save. Minimum wage has increased as well as CalPERS increases. We budgeted conservatively, but still being optimistic that some of the recreation programs will progressively return from their COVID closures. Our RDA funds have been included to reflect \$184,541 as part of our anticipated tax revenues.

The anticipated budget surplus for 2020/2021 is \$26,571. We propose a transfer to the Future Capital Construction Reserve in the amount of \$50,000; a transfer to the Contingency Fund to

replace the \$12,000 that was transferred for the unfunded liability payment; \$100,000 transfer for 2021-2022 CalPERS Unfunded Liability (potentially splitting this between CalPERS and a 115 Trust Fund); a transfer of \$5,000 to the ADA (per policy); and doubling our contribution to the Equipment Reserves to \$100,000 to make sure we sustain a balance of \$250,000 four years from 2021-2022.

Recommendation: The Finance Committee recommends review and discuss this preliminary budget and send back to the February Finance Committee.

Attachments: Summary 2021/2022 budget
Five Year Projected Budgets

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

2021/2022 Preliminary Budget

Program revenue	Facility revenue	Misc. revenue	Grants	Interest revenue	Project revenue City Mitigation	Tax revenue	Transfer in from Future Cap & ADA Resv	Atwood III taxes	RDA passthru	Transfer in from Equip Reserves	TOTAL	% of Total
		31,212		10,855		3,607,744			184,541	11,000	3,845,352	64%
	126,760	2,924	300,295	960	40,000		291,540	30,198		130,400	985,077	16%
					62,000					11,000	16,338	0%
		9,001									319,396	5%
	3,960	500									658,353	11%
	14,174									15,900	156,363	3%
TOTAL	1,106,915	43,637	300,295	11,815	40,000	3,607,744	291,540	30,198	184,541	168,300	5,991,879	100%

286,540

0.7

Program expense	Operations & supplies	Utilities expense	Prof. expense	Building & grounds	Wages	Benefits & expenses	Fixed assets	Capital Improve.	Capital Improve. genl fund	Debt service	Contingency Reserve (ADA reserve)	% of Total
	179,128		43,675	62,080	363,439	139,426	11,000				100,000	0%
	141,168	217,912	19,808	412,940	1,040,602	549,108	130,400	683,835	1,200	2,076	898,748	15%
	45,235	2,070			144,136	54,145	14,000				3,303,049	56%
	203,790	61,773	250		157,711	72,428					259,566	4%
	28,050	10,913	16,387	4,175	469,466	126,269					495,952	8%
	7,797	3,152	35,795	54,900	146,841	23,573	15,900				658,035	11%
			(159,050)							159,050		5%
TOTAL	219,637	441,368	97,432	82,190	2,322,175	963,849	171,300	683,835	1,200	161,126	205,000	100%

Transfer to Future Capital Construction Reserve
50,000

Transfer to the Contingency Fund
12,000

Net Revenue

26,571 0.44%

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

2021/2022 Preliminary Budget

Operating Revenues	Budget	% of total	Mid-Year Revision	
Program Revenue	\$ 1,106,915	18.5		
Facility Revenue	\$ 144,894	2.4		
Misc. Revenue	\$ 43,637	0.7		
Donations, Grant Revenue and In Kind	\$ 300,295	5.0		
Interest Income	\$ 11,815	0.2		
Transfer in from City Mitigation	\$ 40,000	0.7		
Transfer in from County Mitigation	\$ 62,000	1.0		
Tax Revenue	\$ 3,792,285	63.3		
Transfer in from Cap Const & Equip Res	\$ 459,840	7.7		
Misc (atwood etc)	\$ 30,198	0.5		
Total Operating Revenue	\$ 5,991,879	100.00	-	0.00

Expenditures \$ 521,840

Program Expense	\$ 239,637	4.1%		
Operating & Supplies	\$ 441,369	7.5%		
Utilities Expense	\$ 97,432	1.7%		
Professional Services	\$ 82,190	1.4%		
Building & Grounds Maintenance	\$ 472,015	8.0%		
Property Tax Admin.	\$ 62,080	1.1%		
Wages	\$ 2,322,175	39.3%		
Benefits & Payroll Costs	\$ 963,949	16.3%		
Fixed Asset Expense	\$ 171,300	2.9%		
Capital Improvement Projects Mitigation & Funds	\$ 683,835	11.6%		
Capital Improvement Projects General Fund	\$ 1,200	0.0%		
Debt Services	\$ 161,126	2.7%		
Reserve Deposits (ADA, Conting, GASB)	\$ 205,000	3.5%		
		0.0%		
Total Expenditures	\$ 5,903,308	100	-	0

Net Revenue Over Expenditures

88,571

Transfer to Future Capital Construction Reserve

50,000.00

Transfer to the Contingency Fund

12,000.00

Net Revenue

26,571

Annual Equip Replacement Fund

812,237

Future Capital Construction Fund

985,573

Contingency Reserve

450,000

ADA reserve

30,032

TOTAL RESERVES

\$ 2,277,842

	Final 20/21	Mid Year 20/21	PRELIM 21/22	PRELIM 22/23	PRELIM 23/24	PRELIM 24/25
Operating Revenues						
Program Revenue	559,332	558,381	1,106,915	1,151,192	1,197,239	1,245,129
Facility Revenue	25,252	15,708	144,894	150,690	156,717	162,986
Misc. Revenue	29,934	64,681	43,637	66,621	68,620	70,679
Grants, Donations, in kind	133,815	138,539	300,295	1,805,000	80,000	80,000
Interest Income	40,750	38,790	11,815	11,933	13,126	13,126
Transfers in from City Mitigation	40,000	40,000	40,000	10,000	110,000	10,000
Transfers in from County Mitig.	25,000	62,000	62,000	465,000	75,000	265,000
Transfers in from ADA Reserv.	5,000	5,000	5,000	21,500	-	0.00
Transfers in from Capital Const.	147,000	3,111	286,540	310,000	45,000	100,000
Transfers in from Equip Resv.	74,000	124,287	168,300	263,738	49,000	57,150
Transfers in from Contingency	190,000	55,000	0.00	0.00	0.00	0.00
Tax Revenue	3,435,481	3,482,212	3,792,285	3,906,054	4,062,296	4,224,788
Atwood Ill taxes	24,725	26,468	30,198	30,802	31,418	32,046
Total Operating Revenue	4,730,289	4,845,366	5,991,879	8,192,529	5,888,417	6,260,904
Expenditures						
Program Expense	94,166	88,938	239,637	246,826	254,231	261,858
Operating & Supplies	389,413	381,530	441,369	454,610	468,248	482,296
Utilities Expense	222,389	227,005	97,432	103,278	109,475	116,043
Professional Services	91,285	77,329	82,190	87,121	92,349	97,890
Building & Grounds Maint	469,165	473,219	472,015	486,175	500,761	515,784
Property Tax Administration	99,318	97,808	62,080	103,676	65,805	106,787
Wages	1,973,940	1,952,781	2,322,175	2,484,727	2,658,658	2,844,764
Benefits & Payroll Costs	846,560	807,071	963,949	1,021,786	1,083,093	1,148,079
Fixed Asset Expense	28,325	146,387	171,300	293,028	67,914	68,189
Capital Imp. Projects	386,000	457,250	683,835	2,601,500	300,000	365,000
General Fund Projects	4,952	8,599	1,200	20,000	-	0.00
Debt Services	2,076	2,076	161,126	165,960	170,939	176,067
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	4,607,589	4,719,993	5,698,308	8,068,688	5,771,472	6,182,755
Equip Reserves	50,000	50,000	100,000	60,000	85,000	85,000
Unfunded Liability	45,800	57,800	100,000	60,000	60,000	60,000
ADA Reserves	5,000	5,000	5,000	5,000	5,000	5,000
Contingency Reserves	5,000	(12,000)	12,000	50,000	50,000	50,000
Future Capital Construction						
Surplus/(deficit)	21,900	24,573	26,571	(46,159)	(78,055)	(116,851)

Discussion Item #2. Cover sheet – FY 2021/2022 Project List and Five Year Plan Update

**Auburn Area Recreation and Park District Acquisition and Development Committee January, 2021;
Board of Directors meeting January, 2021**

The Issue

A preliminary look at the FY 2021/2022 Project List and Five-Year CIP.

Background

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

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

Recommendation for the Board of Directors

The A&D Committee reviewed the preliminary FY 21/22 Project List and 5-Year CIP and sent it to the Board as a discussion item, to come back to the Committee in February.

Staff recommends the same.

Fiscal Impact

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

Attachments

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

Approved, existing Five-Year Project List.

Auburn Recreation District Five Year Project List

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

Project List

2021/2022

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Crty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
Recreation Park									
Rec Field Infield renovation	26,000				10,000	15,000			
Jaynes Bermuda Outfield	42,000				20,000	22,000			
Wheelchair Swing	60,000					25,000	30,000	5,000	
Rec Shop Floor Repairs	10,000				10,000				
Meadow Vista									
ADA Signage	1,200			1,200					
Parking lot reseal/repaint	15,000				15,000				
Pathway repairs	15,000				15,000				
Overlook Park									
Restroom ADA Upgrades	15,000			15,000					
Regional Park									
24 acres Planning/CEQA	120,000				120,000				
24 acre construction docs	110,000				110,000				
Dry Creek playground replace	177,000							177,000	
CVCC									
Blake Park Phase II	200,000								
ADA Door	5,000			5,000				120,000	
Placer Hills Park									
Parking Lot repairs	30,000		30,000						
TOTAL	825,200	0	30,000	21,200	380,000	62,000	30,000	302,000	0
Estimated Balance Remaining			13,832	605,573	780,287	196,495	415,000		

Note: Assumes \$50,000/year in County Mitigation Fees
 Note: Assumes \$5000/year in ADA reserve funds
 Note: Assumes \$10,000/year in city mitigation
 Note: Assumes \$25,000 added to FCC per year
 Note: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

Project List

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

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
18,832 630,573 830,287 206,495 1,390,000 415,000									
Locker room Floor <i>Recreation Park</i>	25,000				25,000				
<i>Regional Park</i>									
Tennis/pickleball courts surfaces	200,000				200,000				
Tennis Court Path of Travel	41,500			21,500		20,000			
Pond mucking	100,000				100,000				
Walking pathway extension, Dry Creek end	286,999								
24 Acre Development	2,275,000								
Kiosks	10,000				10,000			1,415,000	415,000
Pipe leaks repair	95,000				95,000				
Canal Repair	40,000				40,000				
<i>Ashford Park</i>									
Levee Repairs	20,000				20,000				
<i>Overlook Park</i>									
Interpretive Signage (2 x 55K)	10,000				10,000				
<i>Railhead Park</i>									
Parking lot repair/reseal	15,000				15,000				
<i>Meadow Vista Park</i>									
Pond Island renovation	-100,000								
<i>Christian Valley Park</i>									
Tutor Totter Roof	45,000		45,000						
TOTAL	3,171,500	0	45,000	21,500	490,000	465,000	0	1,415,000	415,000
Estimated Balance Remaining				-2,668	140,573	365,287	206,495	-25,000	0

Move to Reserve Funding

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes \$1.39m in Statewide Park Program grant
- Note: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

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

Project List

2023/2024

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park									
Spray park (replace splash pool)	300,000		20,000		25,000	75,000	100,000	80,000	
North (Front) Playground	120,000						120,000		
North Playground, Path of Travel	30,000						30,000		
Regional Park									
Breezeway Painting	40,000		20,000						
TOTAL	490,000	0	40,000	0	45,000	75,000	250,000	80,000	0
Estimated Balance Remaining				2,332	120,573	340,287	-33,505	-25,000	0

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

Project List - POST COVID 19 Mid-Year Revision

2020/2021

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
30,032 945,573 792,287 206,292 125,000									
Recreation Park									
Rec Field infield renovation	25,000				10,000	15,000			
James Bermuda Outfield - see note	42,000				20,000	22,000			
Wheelchair Swing	60,000				25,000	30,000	5,000		
moved from GF to reserve									
Regional Park									
24 acres Planning/CEQA	120,000				120,000				
Trail signage	10,000		10,000						
Ashford Park									
Bridge paving	4,300		4,300						
CVCC									
Bike Park Phase II	200,000				80,000			120,000	
ADA Door	5,000			5,000					
TOTAL	466,300	0	14,300	5,000	230,000	62,000	30,000	125,000	0
Estimated Balance Remaining			25,032	715,573	730,287	176,292	0	0	0

Existing approved list

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5,000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes \$120,000 from donations and in-kind at Bike Park and additional \$5,000 donations for Wheelchair Swing
- Note: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

Project List - POST COVID 19 Mid-Year Revision

2021/2022

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mit. Vernon proceeds
Recreation Park									
North (Front) Playground	120,000						120,000		
North Playground, Path of Travel	30,000						30,000		
Locker room Floor	25,000				25,000				
Meadow Vista									
ADA Signage	1,200			1,200					
Parking lot reseal/restripe	15,000				15,000				
Pathway repairs	15,000				15,000				
Pickleball court crack repairs	5,000				5,000				
Ashford Park									
Levee Repairs	20,000				20,000				
Overlook Park									
Restroom ADA Upgrades	5,000			5,000					
Interpretive Signage (2 x \$5K)	10,000								
Regional Park									
Pond leak Repair	95,000				95,000				
Canal Repair	40,000				40,000				
24 acre construction docs	70,000				70,000				
Dry Creek playground replace	177,000							177,000	
Placer Hills Park									
Parking Lot repairs	30,000		30,000						
TOTAL	658,200	0	30,000	6,200	295,000	0	158,000	177,000	0
Estimated Balance Remaining				23,832	445,573	780,287	36,292	-4,000	415,000

Existing approved list

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

Project List - POST COVID 19 Mid-Year Revision

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
28,832 470,573 830,287 46,292 1,390,000 415,000									
<i>Regional Park</i>									
Tennis/pickleball courts surfaces	200,000				200,000				
Tennis Court Path of Travel	41,500			21,500					
Pond mucking	100,000				100,000	20,000			
Walking pathway extension, Dry Creek end	265,000								
24 Acre Development	2,250,000								
Kiosks	10,000				10,000	445,000		1,390,000	415,000
<i>Railhead Park</i>									
Parking lot repair/res seal	10,000								
<i>Meadow Vista Park</i>									
Pond Island renovation	-100,000								
<i>Christian Valley Park</i>									
Tutor Totter Roof	45,000		45,000						
TOTAL	2,976,500	0	45,000	21,500	310,000	465,000	0	1,390,000	415,000
Estimated Balance Remaining				7,332	160,573	365,287	46,292	0	0
									Move to Reserve Funding

Postponed

265,000

Existing approved list

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes \$1.39m in Statewide Park Program grant
- Note: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

2023/2024
 Estimated balance
Project List - POST COVID 19 Mid-Year Revision

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park									
Spray park (replace splash pool)	300,000		20,000		25,000	75,000	100,000	80,000	
Regional Park									
Breezeway Painting	40,000		20,000		20,000				
TOTAL	340,000	0	40,000	0	45,000	75,000	100,000	80,000	0
Estimated Balance Remaining			12,332	140,573	340,287	-43,708	0	0	0

Existing Approved List

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Placer County to use approx. \$350,000