

**AUBURN AREA RECREATION AND PARK DISTRICT  
MEETING OF THE STANDING FINANCE COMMITTEE AGENDA  
WEDNESDAY, JULY 22, 2020, 2:15 PM  
CANYON VIEW COMMUNITY CENTER  
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](mailto:kmuscott@auburnrec.com) or by calling (530) 537-2186 (M-F).

Due to the current COVID-19 crisis, the public will not be allowed to physically attend the meeting. The public may participate in the meeting through Zoom. The link for this meeting is <https://zoom.us/j/93108267207>. The public can use this link and/or call **1 669 900 6833** Webinar ID: 931 0826 7207 to participate.

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

Questions and comments can be sent via email to the District Administrator no later than noon. 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.

The Auburn Area Recreation and Park District appreciates your patience and understanding as we work through this new method of holding a public meeting.

**1.0 CALL TO ORDER**

Ainsleigh \_\_\_\_ Lynch \_\_\_\_

**2.0 AGENDA REVIEW, CHANGES, AND APPROVAL**

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

**4.0 BUSINESS**

**4.1 Approval of Minutes from June 17, 2020 Standing Finance Meeting (Pages 3 - 5)**

**Recommendation:** Review and approve minutes.

**4.2 Review of Cash Requirements for June, 2020 (Pages 6 – 8)**

**Recommendation:** Review and approve cash requirements for June, 2020, forward to the consent calendar for review and approval.

**4.3 Review of Financials for May, 2020 (Pages 9 – 29)**

**Recommendation:** Review and approve Financials for May, 2020, forward to the consent calendar for review and approval.

**4.4 Review of Financials for June, 2020 (Pages 30 – 51)**

**Recommendation:** Review and approve Financials for June, 2020, forward to the consent calendar for review and approval.

**4.5 Preliminary Audit for Fiscal Year 2019-2020 (Pages 52 – 108)**

Shall the Auburn Area Recreation and Park District (ARD) approve the annual audit conducted by Richardson and Company, LLC?

**4.6 Unfunded CalPERS Pension Reserve Funding (Pages 109 – 110)**

Shall the Auburn Area Recreation and Park District (ARD) adjust the amount of FY 20/21 funding for the CalPERS pension reserve?

**4.7 Placer County Auditor/-Controller Memo of Understanding (MOU) (Pages 111 – 113)**

Shall the Auburn Area Recreation and Park District (ARD) enter into a Memorandum of Understanding (MOU) with the Placer County Auditor-Controller for services provided?

**4.8 Discussion Item:**

1. County Mitigation Fund, current balance \$487,738.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE STANDING FINANCE MEETINGS**

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

**ADJOURNMENT**

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

7-17-20  
Date

12:45 pm  
Time

[Signature]  
Secretary to the Board

**SECTION: 4.0**

**ITEM: 4.1 APPROVAL OF MINUTES FROM JUNE 17,  
2020 STANDING FINANCE MEETING**

**DESCRIPTION: SEE ATTACHED MINUTES**

**INFORMATION:**

**STAFF  
RECOMMENDATION: REVIEW AND APPROVE**

**FISCAL IMPACT:**

**Auburn Area Recreation and Park District  
Minutes  
Meeting of the Standing Finance Committee  
Wednesday, June 17, 2020 at 2:00 PM  
Canyon View Community Center, Board Room  
471 Maidu Drive  
Auburn, California 95603**

**1.0 CALL TO ORDER**

The meeting of the Standing Finance Committee was called to order at 2:02 p.m.

**ROLL CALL**

Directors Ainsleigh and Lynch were present.

**2.0 AGENDA REVIEW, CHANGES AND APPROVAL**

The agenda was approved by the Committee.

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

None.

**4.0 BUSINESS**

**4.1 Approval of Minutes from May 20, 2020 Standing Finance Meeting**

Directors Ainsleigh and Lynch reviewed and approved the Minutes from the May 20, 2020 Standing Finance Meeting.

**4.2 Review of Cash Requirements for May, 2020**

Directors Ainsleigh and Lynch reviewed and approved the cash requirements for May, 2020 and forwarded them to the consent calendar for review and approval.

**4.3 Review of Financials for April, 2020**

Directors Ainsleigh and Lynch reviewed and approved the financials for April, 2020 and forwarded them to the consent calendar for review and approval.

**4.4 Unfunded CalPERS Pension Reserve Funding**

Directors Ainsleigh and Lynch reviewed this item and recommended to the Board of Directors to transfer the budgeted \$45,800 for Fiscal Year 2020-2021 and not to fund the extra \$47,600.

**SECTION: 4.0**

**ITEM: 4.2 REVIEW OF CASH REQUIREMENTS FOR  
JUNE 2020**

**DESCRIPTION: SEE ATTACHMENT**

**INFORMATION:**

**STAFF  
RECOMMENDATION: REVIEW AND APPROVE, FORWARD TO THE  
BOARD OF DIRECTORS FOR REVIEW AND  
APPROVAL**

**SEE ATTACHED LISTING  
OF EXPENSES: \$148,908.58**

Ranges: From: To: From: To:  
 Check Number First Last Check Date 6/1/2020 6/30/2020  
 Vendor ID First Last Checkbook ID COMM 1ST COMM 1ST  
 Vendor Name First Last

Sorted By: Check Date

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
ACH 5/15 PD 6/1	U0032	UnityFisolutions	6/1/2020	COMM 1ST	PMCHK00002664	\$64.70
20286	A0014	AT&T	6/8/2020	COMM 1ST	PMCHK00002665	\$289.63
20287	A0051	Anderson's Sierra Pipe Co.	6/8/2020	COMM 1ST	PMCHK00002665	\$67.55
20288	A0091	Altara	6/8/2020	COMM 1ST	PMCHK00002665	\$350.00
20289	A0139	Auburn Ford	6/8/2020	COMM 1ST	PMCHK00002665	\$600.15
20290	A0148	All Pro Backflow	6/8/2020	COMM 1ST	PMCHK00002665	\$366.85
20291	B0020	BSN Sports, Inc.	6/8/2020	COMM 1ST	PMCHK00002665	\$39.87
20292	B0062	BareBones WorkWear	6/8/2020	COMM 1ST	PMCHK00002665	\$82.55
20293	B0074	Diana Boyer	6/8/2020	COMM 1ST	PMCHK00002665	\$528.73
20294	C0072	CIT Technology Fin. Serv., Inc	6/8/2020	COMM 1ST	PMCHK00002665	\$470.75
20296	D0010	Diamond Pacific	6/8/2020	COMM 1ST	PMCHK00002665	\$170.29
20297	F0038	Fastenal Company	6/8/2020	COMM 1ST	PMCHK00002665	\$520.29
20298	F0047	Fuentes Pond Maintenance	6/8/2020	COMM 1ST	PMCHK00002665	\$3,600.00
20299	F0053	F Loduca Co.	6/8/2020	COMM 1ST	PMCHK00002665	\$15,853.88
20300	H0063	Holt of California	6/8/2020	COMM 1ST	PMCHK00002665	\$3,256.25
20301	K0011	Kaiser Foundation Health Plan,	6/8/2020	COMM 1ST	PMCHK00002665	\$18,202.85
20302	L0027	Pat Larson	6/8/2020	COMM 1ST	PMCHK00002665	\$46.46
20303	M0013	Meadow Vista Hardware	6/8/2020	COMM 1ST	PMCHK00002665	\$104.81
20304	N0003	Norris Electric, Inc.	6/8/2020	COMM 1ST	PMCHK00002665	\$1,209.69
20305	N0012	Nevada Irrigation District	6/8/2020	COMM 1ST	PMCHK00002665	\$468.39
20306	P0023	PG&E	6/8/2020	COMM 1ST	PMCHK00002665	\$88.25
20307	P0029	Placer County Environmental He	6/8/2020	COMM 1ST	PMCHK00002665	\$1,557.00
20309	S0009	Sierra Saw Sales And Service	6/8/2020	COMM 1ST	PMCHK00002665	\$80.10
20310	S0025	Sierra Pacific Turf Supply, In	6/8/2020	COMM 1ST	PMCHK00002665	\$338.91
20311	S0067	Superfast Copy	6/8/2020	COMM 1ST	PMCHK00002665	\$51.48
20312	S0154	Mike Scheele	6/8/2020	COMM 1ST	PMCHK00002665	\$100.63
20313	T0071	TIAA Commercial Finance, Inc.	6/8/2020	COMM 1ST	PMCHK00002665	\$107.34
20314	T1000	Transamerica Life Insurance	6/8/2020	COMM 1ST	PMCHK00002665	\$460.00
20315	TEMPB	Steven Bramble	6/8/2020	COMM 1ST	PMCHK00002665	\$80.00
20316	TEMPG	Kathleen Guerrero	6/8/2020	COMM 1ST	PMCHK00002665	\$340.00
20317	TEMPH	Aaron High	6/8/2020	COMM 1ST	PMCHK00002665	\$1,438.00
20318	TEMPJ	Phillip Johannsen	6/8/2020	COMM 1ST	PMCHK00002665	\$90.00
20319	TEMPK	Gerald Kilbert	6/8/2020	COMM 1ST	PMCHK00002665	\$80.00
20320	TEMPL	Aubree LaBrecque	6/8/2020	COMM 1ST	PMCHK00002665	\$1,215.00
20321	TEMPP	Placer County Youth Commission	6/8/2020	COMM 1ST	PMCHK00002665	\$169.09
20322	TEMPR	Idalia Ramirez	6/8/2020	COMM 1ST	PMCHK00002665	\$736.00
20323	U0019	US Bank	6/8/2020	COMM 1ST	PMCHK00002665	\$5,977.39
20324	V0007	Verizon Wireless	6/8/2020	COMM 1ST	PMCHK00002665	\$601.56
20325	V0019	Valley Rock Landscape Material	6/8/2020	COMM 1ST	PMCHK00002665	\$834.31
20326	W0001	Walker's Office Supplies, Inc.	6/8/2020	COMM 1ST	PMCHK00002665	\$538.41
20327	W0003	Warehouse Paint Incorporated	6/8/2020	COMM 1ST	PMCHK00002665	\$54.29
20328	W0045	Williams, Jesse	6/8/2020	COMM 1ST	PMCHK00002665	\$128.23
20329	Y0002	Yuba Lock & Safe	6/8/2020	COMM 1ST	PMCHK00002665	\$194.97
20330	C0042	Court-Ordered Debt Collections	6/16/2020	COMM 1ST	PMCHK00002666	\$132.69
20331	CO120	Capture Technologies	6/16/2020	COMM 1ST	PMCHK00002666	\$1,415.99
20332	S1007	Stationary Engineers, Local 39	6/16/2020	COMM 1ST	PMCHK00002666	\$388.83
20333	TEMPA	Melissa Agullera	6/16/2020	COMM 1ST	PMCHK00002666	\$114.00
20334	TEMPB	Marci Branaugh	6/16/2020	COMM 1ST	PMCHK00002666	\$638.00
20335	TEMPC	Leila Clark	6/16/2020	COMM 1ST	PMCHK00002666	\$769.00
20336	TEMPE	Melissa Demas	6/16/2020	COMM 1ST	PMCHK00002666	\$336.25
20337	TEMPE	Bonnie Favver	6/16/2020	COMM 1ST	PMCHK00002666	\$810.00
20338	TEMPE	Wendy Garner	6/16/2020	COMM 1ST	PMCHK00002666	\$145.00
20339	TEMPE	Christina Harmon	6/16/2020	COMM 1ST	PMCHK00002666	\$30.00
20340	TEMPK	Kayla Khan	6/16/2020	COMM 1ST	PMCHK00002666	\$110.00
20341	TEMPL	Lizzie Lambert	6/16/2020	COMM 1ST	PMCHK00002666	\$86.00
20342	TEMPS	Danae Stephens	6/16/2020	COMM 1ST	PMCHK00002666	\$30.00
20343	TEMPW	Jennifer Winstead	6/16/2020	COMM 1ST	PMCHK00002666	\$30.00
20344	U0033	United States Treasury	6/16/2020	COMM 1ST	PMCHK00002666	\$75.00
20345	1099-254	Ralph Kendrick	6/19/2020	COMM 1ST	PMCHK00002667	\$431.20
20346	1099-271	Kelpro Security	6/19/2020	COMM 1ST	PMCHK00002667	\$2,256.90
20347	1099-324	Mariann R. Smith	6/19/2020	COMM 1ST	PMCHK00002667	\$42.00
20348	A0001	Recology Auburn Placer	6/19/2020	COMM 1ST	PMCHK00002667	\$426.33
20349	A0027	Recology Auburn Placer	6/19/2020	COMM 1ST	PMCHK00002667	\$1,081.24
20350	A0051	Anderson's Sierra Pipe Co.	6/19/2020	COMM 1ST	PMCHK00002667	\$2,629.14
20351	A0091	Altara	6/19/2020	COMM 1ST	PMCHK00002667	\$999.84
20352	A0148	All Pro Backflow	6/19/2020	COMM 1ST	PMCHK00002667	\$129.77
20353	A0167	Auburn Chrysler Dodge	6/19/2020	COMM 1ST	PMCHK00002667	\$739.97

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
20354	C0061	California Computer Services	6/19/2020	COMM 1ST	PMCHK00002667	\$500.00
20355	C0111	Cal.net	6/19/2020	COMM 1ST	PMCHK00002667	\$66.90
20356	C0113	Cooks Portable Toilets & Septi	6/19/2020	COMM 1ST	PMCHK00002667	\$1,701.63
20357	C0121	Cole Huber LLP	6/19/2020	COMM 1ST	PMCHK00002667	\$788.52
20358	C0133	California Smog	6/19/2020	COMM 1ST	PMCHK00002667	\$70.00
20359	D0010	Diamond Pacific	6/19/2020	COMM 1ST	PMCHK00002667	\$971.28
20360	D0025	Dawson Oil Company	6/19/2020	COMM 1ST	PMCHK00002667	\$2,666.84
20361	D0066	De Lage Landen Financial Servi	6/19/2020	COMM 1ST	PMCHK00002667	\$332.48
20362	H0056	Humana Dental Ins. Co	6/19/2020	COMM 1ST	PMCHK00002667	\$2,404.99
20363	H0060	HercRentals Inc.	6/19/2020	COMM 1ST	PMCHK00002667	\$453.85
20364	I0010	Inland Business Systems	6/19/2020	COMM 1ST	PMCHK00002667	\$7.51
20365	J0011	Deere & Company	6/19/2020	COMM 1ST	PMCHK00002667	\$29,160.82
20366	M0019	Kahl Muscott	6/19/2020	COMM 1ST	PMCHK00002667	\$211.03
20367	M0039	Meadow Vista Water Users Assoc	6/19/2020	COMM 1ST	PMCHK00002667	\$477.79
20368	M0098	Meadow Vista County Water Dist	6/19/2020	COMM 1ST	PMCHK00002667	\$1,916.63
20369	N0048	Normac, Inc.	6/19/2020	COMM 1ST	PMCHK00002667	\$128.94
20370	P0005	Placer County Water Agency	6/19/2020	COMM 1ST	PMCHK00002667	\$2,915.82
20371	P0007	Pacific Gas & Electric Company	6/19/2020	COMM 1ST	PMCHK00002667	\$13,708.31
20372	P0071	Placer Grad Night	6/19/2020	COMM 1ST	PMCHK00002667	\$543.90
20373	R0065	River City Rentals	6/19/2020	COMM 1ST	PMCHK00002667	\$256.96
20374	R0073	Riebes Auto Parts	6/19/2020	COMM 1ST	PMCHK00002667	\$377.24
20375	S0009	Sierra Saw Sales And Service	6/19/2020	COMM 1ST	PMCHK00002667	\$43.44
20376	S0145	SCP Pool Distributors LLC	6/19/2020	COMM 1ST	PMCHK00002667	\$752.82
20377	S0169	Shredit Mower Blades	6/19/2020	COMM 1ST	PMCHK00002667	\$886.88
20378	S1000	State Of California/DOJ	6/19/2020	COMM 1ST	PMCHK00002667	\$64.00
20379	S1003	Sutter Medical Foundation	6/19/2020	COMM 1ST	PMCHK00002667	\$618.00
20380	T0009	Stanley Convergent Security So	6/19/2020	COMM 1ST	PMCHK00002667	\$418.53
20381	T0027	Debbie Thomas	6/19/2020	COMM 1ST	PMCHK00002667	\$136.11
20382	TEMPA	Dana Albrecht	6/19/2020	COMM 1ST	PMCHK00002667	\$145.00
20383	TEMPB	Adelita Bordelon	6/19/2020	COMM 1ST	PMCHK00002667	\$1,450.00
20384	TEMPC	Rachel Cleveland	6/19/2020	COMM 1ST	PMCHK00002667	\$77.50
20385	TEMPE	Jennifer Dixon	6/19/2020	COMM 1ST	PMCHK00002667	\$405.00
20386	TEMPE	Zack Frasher	6/19/2020	COMM 1ST	PMCHK00002667	\$1,080.00
20387	TEMPE	Randi Greco	6/19/2020	COMM 1ST	PMCHK00002667	\$30.00
20388	TEMPH	Brooklynne Helmer	6/19/2020	COMM 1ST	PMCHK00002667	\$72.88
20389	TEMPM	Deonna Meza	6/19/2020	COMM 1ST	PMCHK00002667	\$90.00
20390	TEMPR	Jeff Reed	6/19/2020	COMM 1ST	PMCHK00002667	\$18.00
20391	TEMPW	Holly Welch	6/19/2020	COMM 1ST	PMCHK00002667	\$290.00
20392	V0004	Valley Truck & Tractor Co.	6/19/2020	COMM 1ST	PMCHK00002667	\$477.47
20393	V0021	Vandal Stop Products	6/19/2020	COMM 1ST	PMCHK00002667	\$263.82
20394	W0001	Walker's Office Supplies, Inc.	6/19/2020	COMM 1ST	PMCHK00002667	\$1,339.36
20395	W0010	Waxie Sanitary Supply	6/19/2020	COMM 1ST	PMCHK00002667	\$1,507.72
20396	W0044	Wave	6/19/2020	COMM 1ST	PMCHK00002667	\$1,844.16
20397	C0042	Court-Ordered Debt Collections	6/26/2020	COMM 1ST	PMCHK00002668	\$132.69
20398	S1007	Stationary Engineers, Local 39	6/26/2020	COMM 1ST	PMCHK00002668	\$364.96
20399	TEMPA	Julia Alvis	6/26/2020	COMM 1ST	PMCHK00002668	\$270.00
20400	TEMPB	Larry Bricker	6/26/2020	COMM 1ST	PMCHK00002668	\$85.00
20401	TEMPC	Jennifer Christie	6/26/2020	COMM 1ST	PMCHK00002668	\$150.00
20402	TEMPE	Andrea Dougherty	6/26/2020	COMM 1ST	PMCHK00002668	\$945.00
20403	TEMPH	Tami Hall-Nicholas	6/26/2020	COMM 1ST	PMCHK00002668	\$100.00
20404	TEMPN	Rachael Noble	6/26/2020	COMM 1ST	PMCHK00002668	\$180.00
20405	TEMPO	Jessica Olliver	6/26/2020	COMM 1ST	PMCHK00002668	\$90.00
20406	U0033	United States Treasury	6/26/2020	COMM 1ST	PMCHK00002668	\$75.00

Total Checks: 120

Total Amount of Checks: \$148,908.58

**SECTION: 4.0**

**ITEM: 4.3 REVIEW OF FINANCIALS FOR  
MAY, 2020**

**DESCRIPTION: SEE ATTACHMENT**

**INFORMATION: REVIEW AND APPROVE, FORWARD TO THE  
CONSENT CALENDAR FOR REVIEW AND  
APPROVAL**

**FISCAL IMPACT: NONE**



**PROFIT & LOSS**  
**20/21 Approved Budget**

	Approved Budget FY 20-21	% Of Total	Mid-Yr Revision FY 20-21	2020		Last Yr April Actuals	2020 YTD ACTUALS	2020 YTD BUDGET	Last Yr YTD ACTUALS
				May ACTUALS					
<b>Operating Revenues</b>									
Program Revenue	559,332	12%	559,332	62,905	81%	180,125	33,843	(27,396)	309,875
Facility Revenue	25,252	1%	25,252	(10,753)	-14%	18,315	13,316	(9,509)	73,378
Misc. Revenue	29,934	1%	29,934	18,016	23%	5,766	19,437	4,140	10,795
Grants & Donations	133,815	3%	133,815	-	0%	8,250	455	455	8,350
Interest Income	40,750	1%	40,750	4,415	6%	8,785	8,656	6,500	16,842
Equipment Reserve Transfers	20,000	0%	20,000	-	0%	-	-	-	-
Project Reserve Transfers	396,000	8%	396,000	-	0%	-	-	-	-
Tax Revenue	3,435,481	73%	3,435,481	3,318	4%	3,314	1,316,237	1,258,774	1,262,088
In Kind/Atwood	24,725	1%	24,725	-	0%	-	-	-	-
City Mitigation Transfers	40,000	1%	40,000	-	0%	-	-	-	-
County/City Mitigation Revenue	25,000	1%	25,000	-	0%	-	-	-	-
<b>Total Operating Revenue</b>	<b>4,730,289</b>	<b>100.00</b>	<b>4,730,289</b>	<b>77,901</b>	<b>100.0</b>	<b>224,555</b>	<b>1,391,944</b>	<b>1,232,964</b>	<b>1,681,328</b>
<b>Expenditures</b>									
Program Expense	94,166	2%	94,166	2,513	1%	25,212	2,585	72	34,695
Operating & Supplies	389,413	8%	389,413	27,355	7%	41,802	40,813	42,190	55,224
Utilities Expense	222,389	5%	222,389	21,272	6%	24,680	27,708	26,817	25,921
Professional Services	91,285	2%	91,285	3,101	1%	12,714	3,165	7,014	14,584
Building & Grounds Maintenance	469,165	10%	469,165	19,231	5%	47,603	21,109	35,695	62,739
Property Tax Admin.	99,318	2%	99,318	-	0%	-	-	-	-
Wages	1,973,940	43%	1,973,940	184,435	49%	255,903	225,543	240,548	312,704
Benefits & Payroll Costs	846,560	18%	846,560	70,350	19%	79,579	131,819	136,153	121,165
Fixed Asset Expense	28,325	1%	28,325	38,344	10%	33,498	38,344	8,325	33,498
Capital Improvement Projects	390,952	8%	390,952	10,700	3%	35,103	14,223	39,665	37,317
Debt Services	2,076	0%	2,076	-	0%	-	-	-	-
<b>Total Expenditures</b>	<b>4,607,589</b>	<b>100.00</b>	<b>4,607,589</b>	<b>377,301</b>	<b>100%</b>	<b>556,094</b>	<b>505,309</b>	<b>536,479</b>	<b>697,847</b>

Net Revenue Over Expenditures	\$ 122,700	2.59	\$ 122,700	\$ (299,400)	(331,539)	\$886,635	\$696,485	\$983,481
Annual Contingency Reserve (1-2%)								
Annual Equip Replacement Reserve	\$ -		\$ -					
Future Capital Construction Reserve	\$ 50,000		\$ 50,000					
ADA Reserve	\$ 5,000		\$ 5,000					
CalPERS unfunded liability reserve	\$ 45,800		\$ 45,800					
<b>TOTAL RESERVE BALANCES</b>								
Net Position	\$ 21,900		\$ 21,900					

# Auburn Area Recreation and Park District

## Balance Sheet

5/31/2020

Current  
YTD

### ASSETS

#### Current Assets

Imprest Fund (Petty Cash)	580.00
First Foundation Bank	75,895.46
Placer County Treasure-General	4,198,130.53
Placer County Treasurer - City Trust	205,837.14
Accounts Receivable	4,203.81
PCOE Receivables	1,765.00
Prepaid Liability Expense	7,616.75
Prepaid Workers Comp Insurance	26,829.04

#### Total Current Assets

4,520,857.73

#### Fixed Assets

Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,938,861.54
Fixed Assets: Equipment	1,391,143.68
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	1,132,002.35
Less: Accumulated Depreciation	(10,387,923.75)

#### Total Fixed Assets

7,515,627.87

### TOTAL ASSETS

\$12,036,485.60

### LIABILITIES AND NET PROFIT

#### Current Liabilities

Prepaid Revenue	(1,926.01)
Accounts Payable	1,964.01
Gift Certificates	168.00
Compensated Absenses	119,556.05
Sales Tax Payable	58.81
Social Security-FICA Payable	15,876.98

#### Total Current Liabilities

\$135,697.84

#### Net Position

Investments in Fixed Assets	7,944,724.62
RFB: Reserved (City Mitigation)	205,837.14
GFB: Youth Assistance Fund	22,762.87
General Fund Balance	506,241.09

## Profit &amp; Loss - Summary

4/1/2020 To 5/31/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
Park & Recreation Services	62,904.79	33,842.64	(27,696.00)	61,538.64	(122.19)
Rents & Concessions	(10,752.70)	13,315.83	(9,509.00)	22,824.83	(140.03)
Miscellaneous Revenue	18,016.31	19,436.71	4,140.00	15,296.71	469.49
Grants & Donations	0.00	455.00	455.00	0.00	100.00
Interest Income	4,415.15	8,655.58	6,500.00	2,155.58	133.16
Taxes Revenue	3,317.73	1,316,236.97	1,258,774.00	57,462.97	104.57
<b>TOTAL OPERATING REVENUE</b>	\$77,901.28	\$1,391,942.73	\$1,232,664.00	\$159,278.73	112.92%
<b>OTHER FINANCING SOURCES</b>					
<b>TOTAL OTHER FINANCING SOURCES</b>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTAL REVENUES</b>	77,901.28	1,391,942.73	1,232,664.00	159,278.73	112.92
<b>EXPENDITURES</b>					
Program Expenses	2,512.92	2,585.01	72.00	2,513.01	3590.29
Operations & Supplies Expense	27,354.79	40,812.51	42,190.00	1,377.49	96.74
Utilities Expense	21,272.19	27,708.24	26,817.00	891.24	103.32
Professional Services	3,100.68	3,165.38	7,014.00	3,848.62	45.13
Bldg & Grounds Maintenance	19,230.68	21,108.98	35,695.00	14,586.02	59.14
Salaries Expense	184,435.46	225,542.97	240,548.00	15,005.03	93.76
Benefits & Payroll Costs	70,350.00	131,819.21	136,153.00	4,333.79	96.82
Fixed Asset Expense	38,343.82	38,343.82	8,325.00	30,018.82	460.59
Capital Improvement Projects	10,700.25	14,223.42	39,665.00	25,441.58	35.86
<b>TOTAL EXPENDITURES</b>	\$377,300.79	\$505,309.54	\$536,479.00	(\$31,169.46)	94.19%
<b>NET REVENUE OVER EXPENDITURES</b>	(\$299,399.51)	\$886,633.19	\$696,185.00	\$190,448.19	127.36%
<b>NET REVENUE OVER EXPENDITURES</b>	(\$299,399.51)	\$886,633.19	\$696,185.00	\$190,448.19	127.36%

Auburn Rec & Park  
 Profit & Loss - Summary  
 4/1/2020 To 5/31/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
NET REVENUE OVER EXPENDITURES	(\$299,399.51)	\$886,633.19	\$696,185.00	\$190,448.19	127.36%
ADJ. NET REVENUE OVER EXPENDITURES	(\$299,399.51)	\$886,633.19	\$696,185.00	\$190,448.19	127.36%

**Auburn Rec & Park**

Profit & Loss - Detail

4/1/2020 to 5/31/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
<b>Park &amp; Recreation Services</b>					
Alta Vista DSC Rev	2,389.00	(927.00)	(3,525.00)	2,598.00	26.30
Aub Elem DSC Rev	450.00	(10,809.00)	(10,667.00)	(142.00)	101.33
Skyridge DSC Rev	(2,530.00)	(6,785.00)	(6,755.00)	(30.00)	100.44
Day Camp Rev	45,098.58	43,874.58	(1,344.00)	45,218.58	(3264.48)
Preschool Revenue	5,784.00	(5,160.00)	(5,472.00)	312.00	94.30
Newcastle DSC Revenue	3,408.00	(2,044.00)	(6,744.00)	4,700.00	30.31
Adult Basketball	(2,415.00)	(2,415.00)	(2,415.00)	0.00	100.00
Sr. Sports	(24.00)	0.00	24.00	(24.00)	0.00
Pickle Ball Revenue	235.00	70.00	160.00	(90.00)	43.75
Adult Classes	(1,503.09)	(34.99)	1,892.00	(1,926.99)	(1.85)
Adult Class Rev - Bureau	60.00	(40.00)	(100.00)	60.00	40.00
Bocce Ball Prog Revenue	32.00	32.00	0.00	32.00	0.00
Youth Basketball	115.00	115.00	0.00	115.00	0.00
Youth Classes	1,393.10	1,141.85	706.00	435.85	161.74
Aquatic Activities	(2,880.00)	960.00	4,080.00	(3,120.00)	23.53
Master Swim Revenue	(700.00)	84.00	868.00	(784.00)	9.68
Stroke and Turn Revenue	70.00	70.00	0.00	70.00	0.00
Public Swim - MS Sierra Pool	(250.00)	(125.00)	0.00	(125.00)	0.00
Swim Team Revenue	(1,376.00)	(639.00)	0.00	(639.00)	0.00
Synchro Team	(1,460.00)	160.00	0.00	160.00	0.00
Youth Camps Revenue	8,120.20	8,525.20	405.00	8,120.20	2104.99
Youth Camp Rev - Bureau	4,355.00	4,784.00	3,404.00	1,380.00	140.54
Youth Sports Camps	965.00	1,205.00	240.00	965.00	502.08
Special Events	475.00	0.00	(475.00)	475.00	0.00
Party in the Park Revenue	350.00	605.00	30.00	575.00	2016.67
Ukulele Festival Revenue	237.50	290.00	(78.00)	368.00	(371.80)
Food Truck Fiesta Revenue	625.00	0.00	(625.00)	625.00	0.00

Auburn Rec & Park  
Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Great Obstacle Scramble Revenue	475.00	0.00	(475.00)	475.00	0.00
Dead Festival Rev	320.00	100.00	(120.00)	220.00	(83.33)
String Fling Revenue	237.50	0.00	(238.00)	238.00	0.00
Auburn Harvest Festival	630.00	380.00	(630.00)	1,010.00	(60.32)
Out of District Fees	(42.00)	290.00	278.00	12.00	104.32
Out of District Fees - Bureau	260.00	135.00	(120.00)	255.00	(112.50)
<b>Total Parks and Recreation Services</b>	<b>62,904.79</b>	<b>33,842.64</b>	<b>(27,696.00)</b>	<b>61,538.64</b>	<b>(122.19)</b>
<b>Rents &amp; Concessions</b>					
Fee Waivers, Public	(2,040.00)	(2,040.00)	0.00	(2,040.00)	0.00
Fee Waiver - Offset	2,040.00	2,040.00	0.00	2,040.00	0.00
Blue Bird Room-CVCC	511.50	511.50	331.00	180.50	154.53
Lakeside Rental Revenue - Reg	1,114.30	945.15	(692.00)	1,637.15	(136.58)
Sierra Room Rental - CVCC	(397.00)	736.00	1,379.00	(643.00)	53.37
Sunset Room Rental - CVCC	(23.95)	(11.95)	12.00	(23.95)	(99.58)
Canyon View Room Rental - CVCC	(528.05)	524.75	618.00	(93.25)	84.91
Foothills Room Rental - CVCC	182.00	508.00	(92.00)	600.00	(552.17)
Pool Rental Rev - Sierra/Splash	2,006.00	90.00	(2,006.00)	2,096.00	(4.49)
American River Room - CVCC	3.20	0.00	(3.00)	3.00	0.00
Conference Rental Revenue - Rec	45.00	45.00	0.00	45.00	0.00
Conference (Module) Rental - Overlook	1,557.00	0.00	(1,557.00)	1,557.00	0.00
Rock Creek Modular Rent	330.00	330.00	660.00	(330.00)	50.00
Gym Rental Revenue - Reg	(609.30)	1,300.80	1,078.00	222.80	120.67
Tutor Totter Lease Agreement	0.00	277.00	0.00	277.00	0.00
Kitchen Rental Revenue - CVCC	(216.00)	40.00	216.00	(176.00)	18.52
Picnic Area Rental Revenue - Rec	1,625.00	315.00	(2,110.00)	2,425.00	(14.93)
Picnic Area Rental Revenue - Reg	(105.00)	140.00	25.00	115.00	560.00
Picnic Area Rental Revenue - Ash	(50.00)	(100.00)	(50.00)	(50.00)	200.00
Picnic Area Rental Revenue - MV	(385.00)	(397.50)	(565.00)	167.50	70.35

Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Field "Recreation" Rental Revenue	0.00	391.20	0.00	391.20	0.00
Field "Bill Beane" Rental - Reg A	(129.09)	308.09	129.00	179.09	238.83
Field "Softball" Rental - MV	(4,761.25)	(1,337.21)	0.00	(1,337.21)	0.00
Field Soccer/Baseball-Winchester	(9,025.07)	7,216.38	0.00	7,216.38	0.00
Field "Begg's" Rental - Rec	0.00	890.11	0.00	890.11	0.00
Field B (softball) Rev - Reg	63.90	(183.22)	(213.00)	29.78	86.02
Field "James" Rental - Rec	(3,206.10)	(1,025.15)	(2,703.00)	1,677.85	37.93
Field C (Baseball) Rental - Reg	485.70	(59.62)	(614.00)	554.38	9.71
Bocce Ball Field Rental	116.00	0.00	(116.00)	116.00	0.00
Field "Soccer A" Rental - Railhead	159.88	380.04	(88.00)	468.04	(431.86)
Field - PH Soccer Field	(1,979.38)	2,039.42	0.00	2,039.42	0.00
Field "Soccer B" Rental - Railhead	(207.24)	765.29	(67.00)	832.29	(1142.22)
Field Lining Revenue - Reg	80.00	(80.00)	(160.00)	80.00	50.00
Field Lining Revenue - MV	211.25	211.25	0.00	211.25	0.00
Misc Rents & Concessions	119.00	(474.50)	79.00	(553.50)	(600.63)
Custodial Fees	1,680.00	(1,020.00)	(2,300.00)	1,280.00	44.35
Custodial Fees - Bureau	(120.00)	120.00	120.00	0.00	100.00
Meadow Vista Cust Fee	0.00	(160.00)	(160.00)	0.00	100.00
Set up/Take Down Fees	840.00	100.00	(840.00)	940.00	(11.91)
Set up/Take Down Fees - Bureau	(100.00)	(100.00)	100.00	(200.00)	(100.00)
Alcohol Permit - Bureau	(80.00)	80.00	80.00	0.00	100.00
Meadow Vista - Alcohol fee	40.00	0.00	0.00	0.00	0.00
<b>Total Rents and Concessions</b>	<b>(10,752.70)</b>	<b>13,315.83</b>	<b>(9,509.00)</b>	<b>22,824.83</b>	<b>(140.03)</b>
<b>Miscellaneous Revenue</b>					
Meadow Vista Comm Ctr Rental Agreement	370.00	0.00	(320.00)	320.00	0.00
Activity Guide - Advertising Rev	(450.00)	(450.00)	0.00	(450.00)	0.00
Alcohol Permit Fee	440.00	(320.00)	(640.00)	320.00	50.00
Miscellaneous Income - Admin.	15,105.91	15,105.91	0.00	15,105.91	0.00

Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Verizon Wireless Lease	2,550.40	5,100.80	5,100.00	0.80	100.02
Total Miscellaneous Revenue	18,016.31	19,436.71	4,140.00	15,296.71	469.49
Grants & Donations					
Bike Park Donations	0.00	455.00	455.00	0.00	100.00
Total Grants and Donations	0.00	455.00	455.00	0.00	100.00
Interest Income					
Interest Revenue - County	4,207.10	8,239.53	6,000.00	2,239.53	137.33
Interest Revenue - City Trust	208.05	416.05	500.00	(83.95)	83.21
Total Interest Income	4,415.15	8,655.58	6,500.00	2,155.58	133.16
Project Revenue - Government					
Total Project Revenue - Government	0.00	0.00	0.00	0.00	0.00
Tax Revenue					
Current Secured Property Taxes General	(10,106.10)	1,218,639.14	1,159,740.00	58,899.14	105.08
Homeowner's Prop. Tax Relief	3,314.61	11,048.69	7,733.00	3,315.69	142.88
Current Supplemental Property Taxes	0.00	29,095.86	35,227.00	(6,131.14)	82.60
Unitary & Op Non-unitary Tax	(0.33)	46,489.63	45,583.00	906.63	101.99
Atwood Tax Revenue	10,106.10	10,106.10	9,626.00	480.10	104.99
Railroad Unitary Property Taxes	0.00	854.10	865.00	(10.90)	98.74
RDA Pass-Throughs	3.45	3.45	0.00	3.45	0.00



	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Total Tax Revenue	3,317.73	1,316,236.97	1,258,774.00	57,462.97	104.57
<b>TOTAL OPERATING REVENUE</b>	<b>\$77,901.28</b>	<b>\$1,391,942.73</b>	<b>\$1,232,664.00</b>	<b>\$159,278.73</b>	<b>112.92%</b>
<b>OTHER FINANCING SOURCES</b>					
Transfers from Other Funding Sources	0.00	0.00	0.00	0.00	0.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>77,901.28</b>	<b>1,391,942.73</b>	<b>1,232,664.00</b>	<b>159,278.73</b>	<b>112.92</b>
<b>EXPENDITURES</b>					
Program Expenses					
Instructor/Adult Classes	1,040.40	1,040.40	0.00	1,040.40	0.00
Instructor/Youth Classes	206.37	206.37	0.00	206.37	0.00
Special Events	0.00	72.09	72.00	0.09	100.13
Party in the Park Expenses	173.05	173.05	0.00	173.05	0.00
Ukulele Festival Expenses	820.05	820.05	0.00	820.05	0.00
Great Obstacle Scramble Expenses	100.00	100.00	0.00	100.00	0.00
Auburn Harvest Festival Expenses	173.05	173.05	0.00	173.05	0.00
<b>Total Program Expenses</b>	<b>2,512.92</b>	<b>2,585.01</b>	<b>72.00</b>	<b>2,513.01</b>	<b>3590.29</b>
Operations & Supplies					

Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Merchant Fees - Cust Serv	122.77	548.55	1,114.00	(565.45)	49.24
Discounts Taken	0.00	0.00	(32.00)	32.00	0.00
Telephone - Placer Hills Pool	83.38	211.78	192.00	19.78	110.30
Telephone - Cust Serv	606.35	1,212.70	1,333.00	(120.30)	90.98
Telephone (CVCC) - Admin	650.39	1,189.72	1,079.00	110.72	110.26
Telephone - Youth Services	34.20	34.20	34.00	0.20	100.59
Telephone - Recreation	17.61	17.61	18.00	(0.39)	97.83
Telephone - Preschool	0.16	0.16	0.00	0.16	0.00
Telephone - Facilities & Grounds	1,062.48	1,609.42	1,359.00	250.42	118.43
Telephone - Day Camp	199.85	399.70	400.00	(0.30)	99.93
Telephone - Newcastle	36.31	36.31	36.00	0.31	100.86
Telephone - Aub El	266.29	266.29	266.00	0.29	100.11
Telephone - Alta Vista	27.14	27.14	27.00	0.14	100.52
Telephone - Skyridge	144.92	144.92	145.00	(0.08)	99.95
Postage - Admin	0.00	0.00	(5.00)	5.00	0.00
Activity Guide Expense	3,132.73	3,132.73	2,500.00	632.73	125.31
Youth Assistance Expense	(480.00)	(693.25)	(693.00)	(0.25)	100.04
Bank Service Charges	0.00	300.00	0.00	300.00	0.00
Office Supplies - Rec	0.00	(191.51)	(180.00)	(11.51)	106.39
Office Supplies - F & G	863.85	863.85	922.00	(58.15)	93.69
Office Supplies-Cust Serv	0.00	0.00	16.00	(16.00)	0.00
Office Supplies - Admin	354.84	354.84	73.00	281.84	486.08
Duplication Costs - Admin	107.34	107.34	0.00	107.34	0.00
Office Equip Rental - Cust Serv	470.75	1,033.79	1,126.00	(92.21)	91.81
Office Equip Rental - Admin	332.48	664.96	674.00	(9.04)	98.66
Gas/Mileage Expense - C.Serv	0.00	0.00	54.00	(54.00)	0.00
Gas/Mileage Expense - Admin	0.00	0.00	37.00	(37.00)	0.00
Gas/Mileage Expense - Rec.	0.00	0.00	21.00	(21.00)	0.00
Gas/Mileage Expense - F & G	2,370.66	2,370.66	3,250.00	(879.34)	72.94
General Administrative Exp - Admin	189.90	189.90	0.00	189.90	0.00

Auburn Rec & Park  
Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Liability Insurance - Admin	7,616.75	15,233.50	15,234.00	(0.50)	100.00
Board Expense	0.00	0.00	340.00	(340.00)	0.00
Marketing/Public Relations - Cust Serv	1,070.25	1,070.25	1,373.00	(302.75)	77.95
Dues and Subscriptions - Cust Service	0.00	0.00	15.00	(15.00)	0.00
Dues and Subscriptions - Admin	170.00	170.00	175.00	(5.00)	97.14
Uniform Exp - F & G	(489.96)	(141.55)	1,048.00	(1,189.55)	(13.51)
Small Equipment - Rec Pk	2,733.81	2,733.92	319.00	2,414.92	857.03
Small Equipment - MV Park	19.23	19.23	325.00	(305.77)	5.92
Small Equipment - F & G	0.00	0.00	316.00	(316.00)	0.00
Safety Supplies - F & G	2,180.54	2,569.09	1,045.00	1,524.09	245.85
Safety Supplies - Admin	69.31	69.31	0.00	69.31	0.00
Restroom Supplies - Recreation Park	26.16	52.17	445.00	(392.83)	11.72
Restroom Supplies - Regional Park	32.70	45.17	180.00	(134.83)	25.09
Restroom Supplies - Ashford Park	13.08	23.83	11.00	12.83	216.64
Restroom Supplies - Meadow Vista Park	13.08	26.08	13.00	13.08	200.62
Restroom Supplies - Railroad Park	13.08	28.35	15.00	13.35	189.00
Restroom Supplies - Overlook Park	13.08	26.08	13.00	13.08	200.62
Restroom Supplies - Rec Comm Cir	58.86	121.10	364.00	(242.90)	33.27
Restroom Supplies - Reg Comm Cir	65.41	132.15	305.00	(172.85)	43.33
Restroom Supplies - CVCC Comm Cir	91.58	173.59	623.00	(449.41)	27.86
Sanitation - Reg Pk - Toilet	450.00	900.00	914.00	(14.00)	98.47
Sanitation - Win Pk - Toilet	450.00	900.00	914.00	(14.00)	98.47
Sanitation - Rec Pk - ADA Toilet	25.00	374.00	708.00	(334.00)	52.83
Sanitation - Reg - ADA Toilet	399.00	748.00	708.00	40.00	105.65
Sanitation - Rec Pk - Debris Box	852.66	852.66	844.00	8.66	101.03
Sanitation - Reg Pk - Disposal	539.21	539.21	1,106.00	(566.79)	48.75
Sanitation - MV - Disposal	152.20	119.20	734.00	(614.80)	16.24
Sanitation - CVCC - Disposal	195.36	195.36	337.00	(141.64)	57.97
<b>Total Operations &amp; Supplies</b>	<b>27,354.79</b>	<b>40,812.51</b>	<b>42,190.00</b>	<b>(1,377.49)</b>	<b>96.74</b>

Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Utilities Expense					
Lights - Rec Pk Beggs Field	132.89	132.89	50.00	82.89	265.78
Lighting Reimb.-Beggs Field	(224.24)	(224.24)	0.00	(224.24)	0.00
Lights - Rec Pk James Field	567.59	567.59	453.00	114.59	125.30
Lighting Reimb.-James Field	(314.00)	(574.00)	(120.00)	(454.00)	478.33
Lights - Rec Field	29.14	29.14	50.00	(20.86)	58.28
Lighting Reimb.-Rec Field	(105.37)	(105.37)	0.00	(105.37)	0.00
Gas/Elect - Rec Comm Ctr - Fac & Grds	390.76	390.76	924.00	(533.24)	42.29
Gas/Electric - Reg Comm Ctr	846.47	846.47	1,100.00	(253.53)	76.95
Gas/Electric - CV Comm Ctr	75.65	75.65	71.00	4.65	106.55
Electric Reimb.- CV Comm Ctr	(76.65)	(203.65)	(71.00)	(132.65)	286.83
Gas/Electric - CVCC	980.82	980.82	1,715.00	(734.18)	57.19
Gas/Electric - Sierra Pool	2,067.63	2,067.63	1,000.00	1,067.63	206.76
Gas/Electric - PH Pool	467.79	513.79	46.00	467.79	1116.94
Electric - Day Camp	111.22	111.22	111.00	0.22	100.20
Gas/Elec - Recreation Park Street lighting	699.46	699.46	608.00	91.46	115.04
Gas/Electric - Reg Park	1,106.02	1,106.02	1,112.00	(5.98)	99.46
Lighting Reimb.- Reg Park	(50.00)	0.00	50.00	(50.00)	0.00
Gas/Electric - Ashford Park	142.30	142.30	116.00	26.30	122.67
Gas/Electric - MV Park	325.98	325.98	199.00	126.98	163.81
Electric - Railroad Park	140.70	140.70	37.00	103.70	380.27
Lighting Reimb.-Railhead	48.84	48.84	0.00	48.84	0.00
Gas/Electric - Winchester Park	62.90	62.90	13.00	49.90	483.85
Water - Reg Comm Ctr	219.49	219.49	219.00	0.49	100.22
Water - PH Pool	21.54	21.54	0.00	21.54	0.00
Water - Rec Park	172.70	172.70	173.00	(0.30)	99.83
Water - Regional Park	149.36	6,709.77	6,709.00	0.77	100.01

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Water - Ashford Park	172.70	339.34	340.00	(0.66)	99.81
Water - MV Park	1,915.41	1,915.41	478.00	1,437.41	400.71
Water - Railhead Park	172.70	172.70	173.00	(0.30)	99.83
Water - Placer Hills Park	409.31	409.31	649.00	(239.69)	63.07
Water - Atwood	102.16	102.16	102.00	0.16	100.16
Sanitation - Regional Park (Sewer)	8,868.48	8,868.48	8,868.00	0.48	100.01
Sanitation - Ashford Park (Sewer)	1,642.44	1,642.44	1,642.00	0.44	100.03
<b>Total Utilities Expense</b>	<b>21,272.19</b>	<b>27,708.24</b>	<b>26,817.00</b>	<b>891.24</b>	<b>103.32</b>
<b>Legal Expenses</b>					
<b>Total Legal Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Professional Services</b>					
Professional Services - YS	634.69	699.39	668.00	31.39	104.70
Professional Services - F & G	2,465.99	2,465.99	3,903.00	(1,437.01)	63.18
Professional Services - Bureau of Reclamatic	0.00	0.00	1,151.00	(1,151.00)	0.00
Professional Services - C Serv	0.00	0.00	77.00	(77.00)	0.00
Professional Services - Admin	0.00	0.00	1,215.00	(1,215.00)	0.00
<b>Total Professional Services</b>	<b>3,100.68</b>	<b>3,165.38</b>	<b>7,014.00</b>	<b>(3,848.62)</b>	<b>45.13</b>
<b>Bldg &amp; Ground Maintenance</b>					
Equipment Rental - F & G	0.00	180.00	180.00	0.00	100.00
Vehicle Maintenance	1,534.68	1,916.33	1,121.00	795.33	170.95
Maint - Recreation Field	0.00	0.00	23.00	(23.00)	0.00

Profit & Loss - Detail  
4/1/2020 to 5/31/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Maint - CV Baseball Field	96.91	96.91	0.00	96.91	0.00
Maint - James Field	0.00	0.00	1,354.00	(1,354.00)	0.00
Maint - Beggs Field	0.00	0.00	942.00	(942.00)	0.00
Maint - Sierra Pool	183.74	183.74	700.00	(516.26)	26.25
Maint & Repairs - Equipment	4,594.26	4,594.26	3,334.00	1,260.26	137.80
Maint - PH Pool	485.81	485.81	0.00	485.81	0.00
Rep/Maint - Aub El	54.00	54.00	0.00	54.00	0.00
Rep/Maint - Rock Creek	27.00	27.00	0.00	27.00	0.00
Rep/Maint - Day Camp	54.00	54.00	0.00	54.00	0.00
Maint - Recreation Park	288.35	288.35	5,000.00	(4,711.65)	5.77
Maint - Regional Park	1,740.81	1,740.81	6,320.00	(4,579.19)	27.54
Maint - Ashford Park	211.69	215.11	630.00	(414.89)	34.14
Maint - Meadow Vista Park	2,859.06	2,915.47	565.00	2,350.47	516.01
Maint - Christian Valley Park	204.72	204.72	112.00	92.72	182.79
Maint - Railhead Park	279.67	312.70	321.00	(8.30)	97.41
Maint - CVCC Park	2,825.00	3,441.26	729.00	2,712.26	472.05
Maint - Overlook Park	433.50	433.50	878.00	(444.50)	49.37
Maint - Pocket Parks	0.00	0.00	59.00	(59.00)	0.00
Maint - Winchester Park	25.64	25.64	654.00	(628.36)	3.92
Maint - Atwood	3.75	3.75	75.00	(71.25)	5.00
Maint - Shockley Park	0.00	0.00	886.00	(886.00)	0.00
Maint - Bike Park	523.96	523.96	0.00	523.96	0.00
Rep/Maint - Skyridge	54.00	54.00	0.00	54.00	0.00
Maint - Recreation Comm Ctr	1,040.49	1,040.49	1,084.00	(43.51)	95.99
Maint - Regional Comm Ctr	857.42	1,076.66	2,252.00	(1,175.34)	47.81
Maint - Christian Valley Comm Ctr	27.00	27.00	96.00	(69.00)	28.13
Maint - CVCC Comm Ctr	744.69	1,132.98	3,138.00	(2,005.02)	36.11
Maint - Overlook Modular	27.00	27.00	70.00	(43.00)	38.57
Maint - Regional Tennis Courts	0.00	0.00	206.00	(206.00)	0.00
Maint - RH Soccer A	0.00	0.00	832.00	(832.00)	0.00

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Maint - Regional Field Soccer	4.19	4.19	0.00	4.19	0.00
Maint - RH Soccer B	0.00	0.00	526.00	(526.00)	0.00
Maint - Regional Field B	0.00	0.00	127.00	(127.00)	0.00
Maint - Regional Field C	0.00	0.00	346.00	(346.00)	0.00
Vandalism Repairs Expense	49.34	49.34	3,135.00	(3,085.66)	1.57
<b>Total Building and Grounds Maintenance</b>	<b>19,230.68</b>	<b>21,108.98</b>	<b>35,695.00</b>	<b>(14,586.02)</b>	<b>59.14</b>
<b>Property Tax Administration/LAFCO</b>					
<b>Total Property Tax Administration/LAFCO</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Salaries Expense</b>					
Wages - (Y.Serv) - Manager	8,023.20	9,360.40	9,773.00	(412.60)	95.78
Wages - (Cust Serv) - Full Time	10,347.48	12,677.32	16,228.00	(3,550.68)	78.12
Wages - (Cust Serv) - Part Time	647.40	1,004.36	382.00	622.36	262.92
Wages - (Admin) - Full Time	9,505.43	11,025.43	10,640.00	385.43	103.62
Wages - (Admin) - Part Time	11,595.60	13,921.91	16,739.00	(2,817.09)	83.17
Wages - (Y.Serv) - Alta Vista - PT	1,973.96	2,594.45	3,831.00	(1,236.55)	67.72
Wages - (Admin) - Board Pay	5,000.00	5,000.00	2,500.00	2,500.00	200.00
Wages - (Y.Serv) - Aub Elem - PT	4,046.95	4,757.23	5,325.00	(567.77)	89.34
Wages - (Y.Serv) - AE Maint	95.39	95.39	0.00	95.39	0.00
Wages - (Y. Serv) - RC Maint	11.87	11.87	12.00	(0.13)	98.92
Wages - (Y.Serv) - Skyridge - PT	3,014.51	4,092.29	4,179.00	(86.71)	97.93
Wages - (Y.Serv) - Skyridge Maint	105.93	105.93	0.00	105.93	0.00
Wages - (Y.Serv) - Day Camp - PT	321.09	321.09	0.00	321.09	0.00
Wages - (Rec) - Full Time	13,234.66	15,852.21	18,821.00	(2,968.79)	84.23
Wages - (Y. Serv) - Newcastle- PT	4,158.56	5,151.34	4,988.00	163.34	103.28
Wages - (Rec) - Part Time	0.00	(60.22)	0.00	(60.22)	0.00

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 5/31/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Wages - (Rec) - Adult Softball	0.00	240.22	180.00	60.22	133.46
Wages - (Rec) - Adult Basketball	374.11	495.69	397.00	98.69	124.86
Wages - (Aqua) - Aquatics Coordinator	1,290.37	1,753.41	1,336.00	417.41	131.24
Wages - (Aqua) - Public Swim	825.84	1,339.45	1,131.00	208.45	118.43
Wages - (Fac & Grds) - Fac Attendant - Rec	9,432.30	11,240.85	12,033.00	(792.15)	93.42
Wages - (Fac & Grds) - Fac Att. - CVCC	1,664.78	2,283.46	3,299.00	(1,015.54)	69.22
Wages - (Fac & Grds) - Fac Attendant - Reg	1,970.02	2,377.24	1,583.00	794.24	150.17
Wages - (Fac & Grds) - Management	16,963.89	19,789.44	20,087.00	(297.56)	98.52
Wages - (Fac & Grds) - Recreation Park	27,012.86	33,223.87	37,828.00	(4,604.13)	87.83
Wages - (Fac & Grds) - Regional Park	20,404.37	22,567.81	24,879.00	(2,311.19)	90.71
Wages - (Fac & Grds) - Ashford Park	3,633.75	3,944.69	2,449.00	1,495.69	161.07
Wages - (Fac & Grds) - Meadow Vista Park	6,566.95	7,593.74	7,493.00	100.74	101.34
Wages - (Fac & Grds) - CV Comm Center	1,009.98	1,080.54	671.00	409.54	161.03
Wages - (Fac & Grds) - Railroad Park	1,977.27	2,196.10	1,659.00	537.10	132.38
Wages - (Fac & Grds) - CVCC	1,230.71	1,445.58	800.00	645.58	180.70
Wages - (Fac & Grds) - Overlook Park	1,658.90	1,824.12	2,178.00	(353.88)	83.75
Wages - (Fac & Grds) - Placer Hills Park	823.30	893.73	1,033.00	(139.27)	86.52
Wages - (Fac & Grds) - Pocket Parks	1,010.19	1,083.91	774.00	309.91	140.04
Wages - (Fac & Grds) - Mt. Vernon Park	70.04	70.04	70.00	0.04	100.06
Wages - (Fac & Grds) - Winchester Park	805.91	880.82	825.00	55.82	106.77
Wages - (Fac & Grds) - Atwood	269.49	410.49	458.00	(47.51)	89.63
Wages - (Fac & Grds) - Shockley Property	0.00	0.00	36.00	(36.00)	0.00
Wages - District Administrator	13,358.40	15,584.80	15,619.00	(34.20)	99.78
Wages - (F & G) Uniform Allowance	0.00	7,311.97	10,312.00	(3,000.03)	70.91
<b>Total Salaries Expense</b>	<b>184,435.46</b>	<b>225,542.97</b>	<b>240,548.00</b>	<b>(15,005.03)</b>	<b>93.76</b>
<b>Benefits &amp; Payroll Costs</b>					
ER Taxes - Rec	989.35	1,272.62	1,648.00	(375.38)	77.22
ER Taxes - Aquatics	206.44	390.12	484.00	(93.88)	80.60



Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 5/31/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
ER Taxes - Youth Services	1,604.72	2,172.23	2,356.00	(183.77)	92.20
ER Taxes - Fac & Grds	7,109.34	8,674.60	9,579.00	(904.40)	90.56
ER Taxes - Cust Serv	820.22	1,025.11	1,270.00	(244.89)	80.72
ER Taxes - Admin	2,933.84	3,313.57	3,396.00	(82.43)	97.57
Employment Expense - Youth Services	0.00	0.00	135.00	(135.00)	0.00
Employment Expense - Fac & Grds	79.95	79.95	0.00	79.95	0.00
Fingerprinting Exp - Youth Services	0.00	0.00	215.00	(215.00)	0.00
Fingerprinting Exp - Fac & Grds	0.00	0.00	25.00	(25.00)	0.00
Benefits Expense - Recreation	3,209.55	8,498.10	8,624.00	(125.90)	98.54
Benefits Expense - Youth Services	3,268.92	6,549.07	6,861.00	(311.93)	95.45
Benefits Expense - Fac & Grds	19,864.77	56,847.76	54,839.00	2,008.76	103.66
Benefits Expense - Cust Serv	1,907.38	4,328.78	4,628.00	(299.22)	93.54
Benefits Expense - Admin	4,352.60	8,046.88	7,886.00	160.88	102.04
Employer Retirement Exp. - Rec	1,081.30	1,393.01	1,811.00	(417.99)	76.92
Employer Retirement Exp. - Aquatics	133.24	200.13	165.00	35.13	121.29
Employer Retirement Exp. - Youth Services	1,947.26	2,617.63	3,196.00	(578.37)	81.90
Employer Retirement Exp. - Fac & Grds	7,787.92	9,760.08	11,029.00	(1,268.92)	88.50
Employer Retirement Exp - Cust Serv	1,114.38	1,482.71	1,921.00	(438.29)	77.18
Employer Retirement Exp. - Admin	3,280.15	4,097.48	817.00	3,280.48	501.53
Worker's Comp - Rec	243.05	290.36	336.00	(45.64)	86.42
Worker's Comp - Aquatics	37.80	53.39	48.00	5.39	111.23
Worker's Comp - Youth Services	398.77	486.34	536.00	(49.66)	90.74
Worker's Comp - Fac & Grds	7,543.08	9,720.15	13,715.00	(3,994.85)	70.87
Worker's Comp - Cust Serv	58.69	72.09	85.00	(12.91)	84.81
Worker's Comp - Admin	377.28	447.05	548.00	(100.95)	81.58
<b>Total Benefits and Payroll Costs</b>	<b>70,350.00</b>	<b>131,819.21</b>	<b>136,153.00</b>	<b>(4,333.79)</b>	<b>96.82</b>
<b>Fixed Asset Expense</b>	<b>8,325.00</b>	<b>8,325.00</b>	<b>8,325.00</b>	<b>0.00</b>	<b>100.00</b>
Fixed Asset Purchases - Aquatics					

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Fixed Asset Purchases - Fac & Grds	30,018.82	30,018.82	0.00	30,018.82	0.00
Total Fixed Asset Expense	38,343.82	38,343.82	8,325.00	30,018.82	460.59
Capital Improvement Projects					
CVCC - Bike Park	11,413.66	11,413.66	39,665.00	(28,251.34)	28.78
Placer Hills Parking lot Project	0.00	3,523.17	0.00	3,523.17	0.00
Rec - James Field Renovation	(713.41)	(713.41)	0.00	(713.41)	0.00
Total Capital Improvement Projects	10,700.25	14,223.42	39,665.00	(25,441.58)	35.86
Debt Service					
Total Debt Service	0.00	0.00	0.00	0.00	0.00
Total Expenditures	\$377,300.79	\$505,309.54	\$536,479.00	(\$31,169.46)	94.19%
Net Revenue Over Expenditures	(\$299,399.51)	\$886,633.19	\$696,185.00	\$190,448.19	127.36%
ADJ. NET REVENUE OVER EXPENDITURES	(299,399.51)	886,633.19	696,185.00	190,448.19	127.36

**SECTION: 4.0**

**ITEM: 4.4**

**REVIEW OF FINANCIALS FOR  
JUNE, 2020**

**DESCRIPTION:**

**SEE ATTACHMENT**

**INFORMATION:**

**REVIEW AND APPROVE, FORWARD TO THE  
CONSENT CALENDAR FOR REVIEW AND  
APPROVAL**

**FISCAL IMPACT:**

**NONE**

## ***Accounting's Report, July 2020 Finance Meeting:***

**Veona Galbraith- Administrative Services Manager**

### **June's Financials**

#### ***Revenues –***

- **Program Revenues** are up \$68,000 above budget. (Youth Services programs \$33,000, Aquatic programs \$8,200 and Rec Camps/Classes \$23,600)
- **Rents and Concessions** are up \$34,800 above budget; however, we still have quite a few Field rentals that will most certainly be cancelled as those dates approach. We have \$14,000 above budget in Pool Rentals. Time will tell if we are able to retain that revenue in the future.
- **Miscellaneous Revenues** are up because we received \$15,000 for our new trailer and reimbursement for our truck repairs. (the accident was in last fiscal year, so we report the revenue here)
- **Tax Revenues** are down by \$98,000 because we haven't received the County reports for June yet. I anticipate we will see those revenues next month.

#### ***Expenses –***

- **Utilities Expense** are over by \$11,800. \$5,000 was a true-up for our Solar at Rec Park, Water is high at MV Park because we had some leaks that needed to be fixed, Sierra Pool is high because we didn't budget for the Pool to be active.
- **Maintenance Expenses** are under by \$26,200. Beggs Field is under by \$11,000 and Rec Park is under by 7,000. This is strategic planning for costs incurred at Regional Park, the savings will be needed there per the Facilities and Grounds manager.
- **Benefits & Payroll Expenses** are under by \$49,000. Some savings have come from a reduction in Compensated Absences. Most savings have occurred due to cut hours. (Admin \$6,800, C Serv \$6,100, Aquatics \$10,000, Y Services \$6,900, and F & G \$19,200 which is currently understaffed)
- **Assets** are over by \$19,000. The mower was budgeted for in fiscal year 2019-20, but didn't arrive until this fiscal year. Funds to pay for this come from the Equipment Reserves.

### ***Appointments to Notes for May - June:***

- Numerous weekly appointments with staff, working through the unemployment work share process
- Working with the Union and CalPERS to make the transition seamless
- Continuation on 2019-2020 Audit
- Hired DFA, which is an Actuarial Firm, to do our GASB75 annual reporting
- Infectious disease training
- Continued training for Dawn

## Balance Sheet

6/30/2020

	Current YTD
<b>ASSETS</b>	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation Bank	158,493.46
Placer County Treasure-General	3,894,856.78
Placer County Treasurer - City Trust	205,837.14
Accounts Receivable	33,209.32
PCOE Receivables	13,478.00
Prepaid Workers Comp Insurance	20,326.80
	<hr/>
<b>Total Current Assets</b>	<b>4,326,781.50</b>
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,938,861.54
Fixed Assets: Equipment	1,391,143.68
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	1,152,057.41
Less: Accumulated Depreciation	(10,381,559.63)
	<hr/>
<b>Total Fixed Assets</b>	<b>7,542,047.05</b>
	<hr/>
<b>TOTAL ASSETS</b>	<b>\$11,868,828.55</b>
<hr/> <hr/>	
<b>LIABILITIES AND NET PROFIT</b>	
<u>Current Liabilities</u>	
Prepaid Revenue	38.00
Gift Certificates	168.00
Compensated Absences	131,995.16
Sales Tax Payable	58.81
Social Security-FICA Payable	20,665.63
	<hr/>
<b>Total Current Liabilities</b>	<b>\$152,925.60</b>
<u>Net Position</u>	
Investments in Fixed Assets	7,542,047.05
RFB: Reserved (City Mitigation)	205,837.14
GFB: Youth Assistance Fund	22,187.87
General Fund Balance	837,676.64
DFB: Annual Equip Replacement Reserv.	676,236.72
DFB: Annual Contingency Reserve	540,000.00
DFB: Reserved for Future Capital Construction	945,573.52
RFB: Arboretum Grant Fund	13,275.73
RFB: Reserved (Atwood)	(9,296.33)
RFB: Atwood III-Equip Repl Fund	8,003.66
DFB: Unfunded Liability - CalPERS	229,000.00
GFB: General Fund (ADA Reserve)	30,031.75
Net Profit (Loss)	675,329.20
	<hr/>
<b>Total Net Position</b>	<b>\$11,715,902.95</b>
	<hr/>
<b>TOTAL LIABILITY AND NET POSITION</b>	<b>\$11,868,828.55</b>
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**Auburn Rec & Park**  
**Transfers to General Fund**  
**4/1/2020 to 03/31/2021**

**Future Cap**

<i>Total Addition to General Fund from City Mitigation Reserve</i>	\$ -
<b><u>City Mitigation Reserves</u></b>	

<i>Total Addition to General Fund from City Mitigation Reserve</i>	\$ -
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**Equipment Replacement Reserves**

5/31/2020 Budget transfer per Board	\$ (50,000.00)
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<i>Total Addition to General Fund from Equip Repl Reserves</i>	\$ (50,000.00)
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**Unfunded Liability Reserves**

5/31/2020 Budget transfer per Board	\$ (45,800.00)
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<i>Total Addition to General Fund from Unfunded Liability Reserves</i>	\$ (45,800.00)
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**ADA Reserves**

5/31/2020 Transfer to save	\$ (5,000.00)
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<i>Total Addition to General Fund from ADA Reserves</i>	\$ (5,000.00)
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<b>Total Transfers from Reserves</b>	<b>\$ (100,800.00)</b>
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## Auburn Rec &amp; Park

Profit & Loss - Summary  
4/1/2020 To 6/30/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
Park & Recreation Services	76,109.50	109,952.14	41,360.00	68,592.14	265.84
Rents & Concessions	13,053.05	26,368.88	(8,470.00)	34,838.88	(311.32)
Miscellaneous Revenue	4,379.42	23,816.13	6,640.00	17,176.13	358.68
Grants & Donations	6.00	461.00	455.00	6.00	101.32
Interest Income	130.15	8,785.73	9,950.00	(1,164.27)	88.30
Taxes Revenue	0.00	1,316,236.97	1,414,661.00	(98,424.03)	93.04
<b>TOTAL OPERATING REVENUE</b>	<b>\$93,678.12</b>	<b>\$1,485,620.85</b>	<b>\$1,464,596.00</b>	<b>\$21,024.85</b>	<b>101.44%</b>
<b>OTHER FINANCING SOURCES</b>					
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL REVENUES</b>	<b>93,678.12</b>	<b>1,485,620.85</b>	<b>1,464,596.00</b>	<b>21,024.85</b>	<b>101.44</b>
<b>EXPENDITURES</b>					
Program Expenses	3,317.81	5,902.82	1,191.00	4,711.82	495.62
Operations & Supplies Expense	22,917.00	63,729.51	70,792.00	7,062.49	90.02
Utilities Expense	19,493.47	47,201.71	35,403.00	11,798.71	133.33
Legal Expenses	788.52	788.52	0.00	788.52	0.00
Professional Services	2,004.32	5,169.70	8,261.00	3,091.30	62.58
Bldg & Grounds Maintenance	23,139.03	44,248.01	70,435.00	26,186.99	62.82
Salaries Expense	155,101.91	380,644.88	413,449.00	32,804.12	92.07
Benefits & Payroll Costs	58,164.99	189,984.20	207,099.00	17,114.80	91.74
Fixed Asset Expense	0.00	38,343.82	19,325.00	19,018.82	198.42
Capital Improvement Projects	20,055.06	34,278.48	39,665.00	5,386.52	86.42
<b>TOTAL EXPENDITURES</b>	<b>\$304,982.11</b>	<b>\$810,291.65</b>	<b>\$865,620.00</b>	<b>(\$55,328.35)</b>	<b>93.61%</b>

Auburn Rec & Park  
 Profit & Loss - Summary  
 4/1/2020 To 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
NET REVENUE OVER EXPENDITURES	(\$211,303.99)	\$675,329.20	\$598,976.00	\$76,353.20	112.75%
ADJ. NET REVENUE OVER EXPENDITURES	(\$211,303.99)	\$675,329.20	\$598,976.00	\$76,353.20	112.75%



## Profit &amp; Loss - Detail

4/1/2020 to 6/30/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
<b>Park &amp; Recreation Services</b>					
Alta Vista DSC Rev	(194.00)	(1,121.00)	(3,525.00)	2,404.00	31.80
Aub Elem DSC Rev	(787.00)	(11,596.00)	(10,667.00)	(929.00)	108.71
Skyridge DSC Rev	(1,288.00)	(8,073.00)	(6,755.00)	(1,318.00)	119.51
Day Camp Rev	38,087.00	81,961.58	52,656.00	29,305.58	155.66
Preschool Revenue	0.00	(5,160.00)	(5,472.00)	312.00	94.30
Newcastle DSC Revenue	(476.00)	(2,520.00)	(6,744.00)	4,224.00	37.37
Adult Basketball	0.00	(2,415.00)	(2,415.00)	0.00	100.00
Sr. Sports	0.00	0.00	24.00	(24.00)	0.00
Pickle Ball Revenue	0.00	70.00	160.00	(90.00)	43.75
Adult Classes	1,806.25	1,771.26	1,892.00	(120.74)	93.62
Adult Class Rev - Bureau	90.00	50.00	(100.00)	150.00	(50.00)
Bocce Ball Prog Revenue	0.00	32.00	0.00	32.00	0.00
Youth Basketball	0.00	115.00	0.00	115.00	0.00
Youth Classes	3,479.75	4,621.60	706.00	3,915.60	654.62
Aquatic Activities	3,287.60	4,247.60	7,080.00	(2,832.40)	59.99
Aquatic Activities - PH Pool	1,728.00	1,728.00	0.00	1,728.00	0.00
Master Swim Revenue	791.00	875.00	1,668.00	(793.00)	52.46
Stroke and Turn Revenue	1,885.60	1,955.60	0.00	1,955.60	0.00
Public Swim - MS Sierra Pool	0.00	(125.00)	0.00	(125.00)	0.00
Swim Lessons	14,825.50	14,825.50	8,400.00	6,425.50	176.49
Swim Lessons - PH	165.00	165.00	0.00	165.00	0.00
Swim Team Revenue	0.00	(639.00)	0.00	(639.00)	0.00
Synchro Team	2,177.20	2,337.20	0.00	2,337.20	0.00
Youth Camps Revenue	1,303.60	9,828.80	405.00	9,423.80	2426.86
Youth Camp Rev - Bureau	4,822.00	9,606.00	3,404.00	6,202.00	282.20
Youth Sports Camps	3,110.00	4,315.00	240.00	4,075.00	1797.92
Special Events	0.00	0.00	(475.00)	475.00	0.00

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Party in the Park Revenue	0.00	605.00	30.00	575.00	2016.67
Ukulele Festival Revenue	(160.00)	130.00	(78.00)	208.00	(166.67)
Food Truck Fiesta Revenue	0.00	0.00	(625.00)	625.00	0.00
Great Obstacle Scramble Revenue	0.00	0.00	(475.00)	475.00	0.00
Dead Festival Rev	0.00	100.00	(120.00)	220.00	(83.33)
String Fling Revenue	0.00	0.00	(238.00)	238.00	0.00
Auburn Harvest Festival	0.00	380.00	(630.00)	1,010.00	(60.32)
Out of District Fees	1,356.00	1,646.00	2,878.00	(1,232.00)	57.19
Out of District Fees - Bureau	100.00	235.00	66.00	169.00	356.06
Return check fees	0.00	0.00	70.00	(70.00)	0.00
<b>Total Parks and Recreation Services</b>	<b>76,109.50</b>	<b>109,952.14</b>	<b>41,360.00</b>	<b>68,592.14</b>	<b>265.84</b>
<b>Rents &amp; Concessions</b>					
Fee Waivers, Public	639.30	(1,400.70)	0.00	(1,400.70)	0.00
Fee Waiver - Offset	(639.30)	1,400.70	0.00	1,400.70	0.00
Blue Bird Room-CVCC	346.50	858.00	496.00	362.00	172.98
Lakeside Rental Revenue - Reg	0.00	945.15	(692.00)	1,637.15	(136.58)
Sierra Room Rental - CVCC	(616.00)	120.00	1,379.00	(1,259.00)	8.70
Sunset Room Rental - CVCC	0.00	(11.95)	12.00	(23.95)	(99.58)
Canyon View Room Rental - CVCC	0.00	524.75	618.00	(93.25)	84.91
Foothills Room Rental - CVCC	0.00	508.00	(92.00)	600.00	(552.17)
Pool Rental Rev - Sierra/Splash	12,248.62	12,338.62	(2,006.00)	14,344.62	(615.09)
American River Room - CVCC	0.00	0.00	(3.00)	3.00	0.00
Conference Rental Revenue - Rec	0.00	45.00	0.00	45.00	0.00
Conference (Module) Rental - Overlook	0.00	0.00	(1,557.00)	1,557.00	0.00
Rock Creek Modular Rent	330.00	660.00	990.00	(330.00)	66.67
Gym Rental Revenue - Reg	0.00	1,300.80	1,078.00	222.80	120.67
Tutor Totter Lease Agreement	1,108.00	1,385.00	544.00	841.00	254.60
Kitchen Rental Revenue - CVCC	0.00	40.00	216.00	(176.00)	18.52

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Picnic Area Rental Revenue - Rec	(50.00)	265.00	(2,110.00)	2,375.00	(12.56)
Picnic Area Rental Revenue - Reg	(60.00)	80.00	25.00	55.00	320.00
Picnic Area Rental Revenue - Ash	0.00	(100.00)	(50.00)	(50.00)	200.00
Picnic Area Rental Revenue - MV	(180.00)	(577.50)	(565.00)	(12.50)	102.21
Field "Recreation" Rental Revenue	0.00	391.20	0.00	391.20	0.00
Field "Bill Beane" Rental - Reg A	(129.09)	179.00	129.00	50.00	138.76
Field "Softball" Rental - MV	0.00	(1,337.21)	0.00	(1,337.21)	0.00
Field Soccer/Baseball-Winchester	0.00	7,216.38	0.00	7,216.38	0.00
Field "Begg's" Rental - Rec	0.00	890.11	0.00	890.11	0.00
Field B (softball) Rev - Reg	0.00	(183.22)	(213.00)	29.78	86.02
Field "James" Rental - Rec	152.40	(872.75)	(2,703.00)	1,830.25	32.29
Field C (Baseball) Rental - Reg	0.00	(59.62)	(614.00)	554.38	9.71
Bocce Ball Field Rental	0.00	0.00	(116.00)	116.00	0.00
Field "Soccer A" Rental - Railhead	26.00	406.04	(88.00)	494.04	(461.41)
Field - PH Soccer Field	0.00	2,039.42	0.00	2,039.42	0.00
Field "Soccer B" Rental - Railhead	123.50	888.79	(67.00)	955.79	(1326.55)
Field Lining Revenue - Reg	0.00	(80.00)	(160.00)	80.00	50.00
Field Lining Revenue - MV	0.00	211.25	0.00	211.25	0.00
Misc Rents & Concessions	66.00	(408.50)	79.00	(487.50)	(517.09)
Custodial Fees	(240.00)	(1,260.00)	(2,300.00)	1,040.00	54.78
Custodial Fees - Bureau	0.00	120.00	120.00	0.00	100.00
Meadow Vista Cust Fee	0.00	(160.00)	(160.00)	0.00	100.00
Set up/Take Down Fees	0.00	100.00	(840.00)	940.00	(11.91)
Set up/Take Down Fees - Bureau	0.00	(100.00)	100.00	(200.00)	(100.00)
Alcohol Permit - Bureau	0.00	80.00	80.00	0.00	100.00
Art in the Park - Reg	72.88	72.88	0.00	72.88	0.00
<b>Total Rents and Concessions</b>	<b>13,053.05</b>	<b>26,368.88</b>	<b>(8,470.00)</b>	<b>34,838.88</b>	<b>(311.32)</b>

Miscellaneous Revenue

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Meadow Vista Comm Ctr Rental Agreement	1,015.00	1,015.00	(320.00)	1,335.00	(317.19)
Sales of an Asset - Admin	858.00	858.00	0.00	858.00	0.00
Activity Guide - Advertising Rev	0.00	(450.00)	0.00	(450.00)	0.00
Alcohol Permit Fee	(74.00)	(394.00)	(640.00)	246.00	61.56
Miscellaneous Income - Admin.	30.02	15,135.93	0.00	15,135.93	0.00
Verizon Wireless Lease	2,550.40	7,651.20	7,600.00	51.20	100.67
<b>Total Miscellaneous Revenue</b>	<b>4,379.42</b>	<b>23,816.13</b>	<b>6,640.00</b>	<b>17,176.13</b>	<b>358.68</b>
<b>Grants &amp; Donations</b>	<b>6.00</b>	<b>461.00</b>	<b>455.00</b>	<b>6.00</b>	<b>101.32</b>
<b>Bike Park Donations</b>	<b>6.00</b>	<b>461.00</b>	<b>455.00</b>	<b>6.00</b>	<b>101.32</b>
<b>Interest Income</b>	<b>130.15</b>	<b>130.15</b>	<b>0.00</b>	<b>130.15</b>	<b>0.00</b>
Interest Income - Other	0.00	8,239.53	9,000.00	(760.47)	91.55
Interest Revenue - County	0.00	416.05	950.00	(533.95)	43.80
Interest Revenue - City Trust	130.15	8,785.73	9,950.00	(1,164.27)	88.30
<b>Total Interest Income</b>	<b>130.15</b>	<b>8,785.73</b>	<b>9,950.00</b>	<b>(1,164.27)</b>	<b>88.30</b>
<b>Project Revenue - Government</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Project Revenue - Government</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Tax Revenue</b>	<b>0.00</b>	<b>1,218,639.14</b>	<b>1,306,018.00</b>	<b>(87,378.86)</b>	<b>93.31</b>
Current Secured Property Taxes General	0.00	1,218,639.14	1,306,018.00	(87,378.86)	93.31

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Homeowner's Prop. Tax Relief	0.00	11,048.69	8,801.00	2,247.69	125.54
Current Supplemental Property Taxes	0.00	29,095.86	37,849.00	(8,753.14)	76.87
Unitary & Op Non-unitary Tax	0.00	46,489.63	51,395.00	(4,905.37)	90.46
Atwood Tax Revenue	0.00	10,106.10	9,626.00	480.10	104.99
Railroad Unitary Property Taxes	0.00	854.10	972.00	(117.90)	87.87
RDA Pass-Throughs	0.00	3.45	0.00	3.45	0.00
<b>Total Tax Revenue</b>	<b>0.00</b>	<b>1,316,236.97</b>	<b>1,414,661.00</b>	<b>(98,424.03)</b>	<b>93.04</b>
<b>TOTAL OPERATING REVENUE</b>	<b>\$93,678.12</b>	<b>\$1,485,620.85</b>	<b>\$1,464,596.00</b>	<b>\$21,024.85</b>	<b>101.44%</b>
<b>OTHER FINANCING SOURCES</b>					
Transfers from Other Funding Sources	0.00	0.00	0.00	0.00	0.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>93,678.12</b>	<b>1,485,620.85</b>	<b>1,464,596.00</b>	<b>21,024.85</b>	<b>101.44</b>
<b>EXPENDITURES</b>					
Program Expenses					
Instructor/Aquatics	431.20	431.20	337.00	94.20	127.95
Instructor/Adult Classes	0.00	1,040.40	0.00	1,040.40	0.00
Instructor/Youth Classes	42.00	248.37	0.00	248.37	0.00
Day Camp/Program Exp	1,287.61	1,287.61	300.00	987.61	429.20
Adult Softball Expense	0.00	0.00	3.00	(3.00)	0.00

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1's  
 For All Segment4's

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Aquatic Activities	0.00	0.00	446.00	(446.00)	0.00
Public Swim Expense	1,557.00	1,557.00	0.00	1,557.00	0.00
Swim Lessons	0.00	0.00	33.00	(33.00)	0.00
Special Events	0.00	72.09	72.00	0.09	100.13
Party in the Park Expenses	0.00	173.05	0.00	173.05	0.00
Ukulele Festival Expenses	0.00	820.05	0.00	820.05	0.00
Great Obstacle Scramble Expenses	0.00	100.00	0.00	100.00	0.00
Auburn Harvest Festival Expenses	0.00	173.05	0.00	173.05	0.00
<b>Total Program Expenses</b>	<b>3,317.81</b>	<b>5,902.82</b>	<b>1,191.00</b>	<b>4,711.82</b>	<b>495.62</b>
<b>Operations &amp; Supplies</b>					
Cash Short/Over-Cust Serv	0.00	0.00	143.00	(143.00)	0.00
Merchant Fees - Cust Serv	478.86	1,027.41	1,129.00	(101.59)	91.00
Bad Debt Expense	0.00	0.00	200.00	(200.00)	0.00
Discounts Taken	0.00	0.00	(32.00)	32.00	0.00
Cal Card Incentives	(461.35)	(461.35)	(449.00)	(12.35)	102.75
Telephone - Placer Hills Pool	19.23	231.01	256.00	(24.99)	90.24
Telephone - Cust Serv	606.35	1,819.05	2,061.00	(241.95)	88.26
Telephone (CVCC) - Admin	610.88	1,800.60	1,619.00	181.60	111.22
Gift Certificates Expensed	0.00	0.00	299.00	(299.00)	0.00
Telephone - Youth Services	30.48	64.68	34.00	30.68	190.24
Telephone - Recreation	25.15	42.76	54.00	(11.24)	79.19
Telephone - Preschool	0.00	0.16	0.00	0.16	0.00
Telephone - Facilities & Grounds	1,119.48	2,728.90	2,397.00	331.90	113.85
Telephone - Day Camp	199.85	599.55	600.00	(0.45)	99.93
Telephone - Newcastle	(18.88)	17.43	36.00	(18.57)	48.42
Telephone - Aub El	116.62	382.91	366.00	16.91	104.62
Telephone - Alta Vista	(13.33)	13.81	27.00	(13.19)	51.15
Telephone - Skyridge	106.42	251.34	245.00	6.34	102.59

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Postage - Cust Serv	0.00	0.00	515.00	(515.00)	0.00
Postage - Admin	0.00	0.00	495.00	(495.00)	0.00
Activity Guide Expense	3,823.99	6,956.72	2,500.00	4,456.72	278.27
Youth Assistance Expense	575.00	(118.25)	207.00	(325.25)	(57.13)
Bank Service Charges	0.00	300.00	0.00	300.00	0.00
Office Supplies - Rec	0.00	(191.51)	316.00	(507.51)	(60.60)
Office Supplies - Youth Services	0.00	0.00	77.00	(77.00)	0.00
Office Supplies - F & G	15.97	879.82	1,844.00	(964.18)	47.71
Office Supplies-Cust Serv	0.00	0.00	16.00	(16.00)	0.00
Office Supplies - Admin	0.00	354.84	223.00	131.84	159.12
Duplication Costs - Cust Serv	5.63	5.63	0.00	5.63	0.00
Duplication Costs - Admin	109.22	216.56	19.00	197.56	1139.79
Office Equip Rental - Cust Serv	470.75	1,504.54	2,082.00	(577.46)	72.26
Office Equip Rental - Admin	332.48	997.44	1,016.00	(18.56)	98.17
Gas/Mileage Expense - C.Serv	0.00	0.00	108.00	(108.00)	0.00
Gas/Mileage Expense - Admin	257.49	257.49	237.00	20.49	108.65
Gas/Mileage Expense - Rec.	0.00	0.00	59.00	(59.00)	0.00
Gas/Mileage Expense - F & G	2,895.70	5,266.36	6,500.00	(1,233.64)	81.02
General Administrative Exp - Admin	40.00	229.90	0.00	229.90	0.00
Liability Insurance - Admin	7,616.75	22,850.25	22,851.00	(0.75)	100.00
Board Expense	0.00	0.00	340.00	(340.00)	0.00
Marketing/Public Relations - Cust Serv	90.25	1,160.50	2,063.00	(902.50)	56.25
Dues and Subscriptions - Cust Service	0.00	0.00	15.00	(15.00)	0.00
Dues and Subscriptions - Admin	0.00	170.00	386.00	(216.00)	44.04
Staff Development - Admin	(681.91)	(681.91)	0.00	(681.91)	0.00
Staff Development - F & G	(440.22)	(440.22)	0.00	(440.22)	0.00
Uniform Exp - F & G	82.55	(59.00)	1,748.00	(1,807.00)	(3.38)
Small Equipment - Rec Pk	32.16	2,766.08	638.00	2,128.08	433.56
Small Equipment - Reg Pk	11.79	31.02	650.00	(618.98)	4.77
Small Equipment - MV Park	0.00	0.00	632.00	(632.00)	0.00

Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Safety Supplies - F & G	638.03	3,207.12	1,701.00	1,506.12	188.54
Safety Supplies - Youth Services	509.88	509.88	0.00	509.88	0.00
Safety Supplies - Admin	0.00	69.31	0.00	69.31	0.00
Restroom Supplies - Recreation Park	62.49	114.66	864.00	(749.34)	13.27
Restroom Supplies - Regional Park	77.02	122.19	348.00	(225.81)	35.11
Restroom Supplies - Ashford Park	24.99	48.82	11.00	37.82	443.82
Restroom Supplies - Meadow Vista Park	31.23	57.31	13.00	44.31	440.85
Restroom Supplies - Railhead Park	37.52	65.87	15.00	50.87	439.13
Restroom Supplies - Overlook Park	47.27	73.35	13.00	60.35	564.23
Restroom Supplies - Rec Comm Ctr	246.02	367.12	666.00	(298.88)	55.12
Restroom Supplies - Reg Comm Ctr	209.42	341.57	543.00	(201.43)	62.90
Restroom Supplies - CVCC Comm Ctr	252.20	425.79	1,164.00	(738.21)	36.58
Sanitation - Reg Pk - Toilet	450.00	1,350.00	1,378.00	(28.00)	97.97
Sanitation - Win Pk - Toilet	450.00	1,350.00	1,378.00	(28.00)	97.97
Sanitation - Rec Pk - ADA Toilet	0.00	374.00	1,067.00	(693.00)	35.05
Sanitation - Reg - ADA Toilet	349.00	1,097.00	1,067.00	30.00	102.81
Sanitation - Rec Pk - Debris Box	426.33	1,278.99	1,688.00	(409.01)	75.77
Sanitation - Reg Pk - Disposal	539.21	1,078.42	2,212.00	(1,133.58)	48.75
Sanitation - MV - Disposal	313.67	432.87	1,468.00	(1,035.13)	29.49
Sanitation - CVCC - Disposal	195.36	390.72	674.00	(283.28)	57.97
<b>Total Operations &amp; Supplies</b>	<b>22,917.00</b>	<b>63,729.51</b>	<b>70,792.00</b>	<b>(7,062.49)</b>	<b>90.02</b>
<b>Utilities Expense</b>					
Lights - Rec Pk Beggs Field	165.62	298.51	100.00	198.51	298.51
Lighting Reimb.-Beggs Field	(165.62)	(389.86)	0.00	(389.86)	0.00
Lights - Rec Pk James Field	749.45	1,317.04	503.00	814.04	261.84
Lighting Reimb.-James Field	(205.55)	(779.55)	(120.00)	(659.55)	649.63
Lights - Rec Field	27.53	56.67	100.00	(43.33)	56.67



Profit & Loss - Detail  
4/1/2020 to 6/30/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Lighting Reimb.-Rec Field	(27.53)	(132.90)	0.00	(132.90)	0.00
Gas/Elect - Rec Comm Ctr - Fac & Grds	114.28	505.04	924.00	(418.96)	54.66
Gas/Electric - Reg Comm Ctr	458.51	1,304.98	1,100.00	204.98	118.64
Gas/Electric - CV Comm Ctr	58.41	134.06	159.00	(24.94)	84.31
Electric Reimb.- CV Comm Ctr	(58.41)	(262.06)	(159.00)	(103.06)	164.82
Gas/Electric - CVCC	1,519.81	2,500.63	1,715.00	785.63	145.81
Gas/Electric - Sierra Pool	2,052.08	4,119.71	2,800.00	1,319.71	147.13
Gas/Electric - PH Pool	340.54	854.33	46.00	808.33	1857.24
Electric - Day Camp	76.95	188.17	111.00	77.17	169.52
Gas/Elec - Recreation Park Street lighting	6,223.39	6,922.85	697.00	6,225.85	993.24
Gas/Electric - Reg Park	1,382.99	2,489.01	1,112.00	1,377.01	223.83
Lighting Reimb.- Reg Park	0.00	0.00	50.00	(50.00)	0.00
Gas/Electric - Ashford Park	231.67	373.97	153.00	220.97	244.43
Gas/Electric - MV Park	489.81	815.79	489.00	326.79	166.83
Electric - Railhead Park	264.56	405.26	37.00	368.26	1095.30
Lighting Reimb.-Railhead	(190.72)	(141.88)	0.00	(141.88)	0.00
Gas/Electric - Winchester Park	184.86	247.76	13.00	234.76	1905.85
Water - Rec Comm Ctr	321.66	321.66	453.00	(131.34)	71.01
Water - Reg Comm Ctr	160.29	379.78	377.00	2.78	100.74
Water - CV Comm Ctr	0.00	0.00	287.00	(287.00)	0.00
Water - Sierra Pool	597.37	597.37	866.00	(268.63)	68.98
Water - PH Pool	16.99	38.53	0.00	38.53	0.00
Water - Rec Park	204.29	376.99	397.00	(20.01)	94.96
Water - Regional Park	146.74	6,856.51	6,850.00	6.51	100.10
Water - Ashford Park	155.59	494.93	533.00	(38.07)	92.86
Water - MV Park	2,354.47	4,269.88	1,461.00	2,808.88	292.26
Water - CV Park	0.00	0.00	432.00	(432.00)	0.00
Water - Railhead Park	391.54	564.24	444.00	120.24	127.08

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Water - Overlook Park	967.68	967.68	715.00	252.68	135.34
Water - Placer Hills Park	322.86	732.17	1,480.00	(747.83)	49.47
Water - Atwood	161.36	263.52	768.00	(504.48)	34.31
Sanitation - Regional Park (Sewer)	0.00	8,868.48	8,868.00	0.48	100.01
Sanitation - Ashford Park (Sewer)	0.00	1,642.44	1,642.00	0.44	100.03
<b>Total Utilities Expense</b>	<b>19,493.47</b>	<b>47,201.71</b>	<b>35,403.00</b>	<b>11,798.71</b>	<b>133.33</b>
<b>Legal Expenses</b>					
Legal Fees	788.52	788.52	0.00	788.52	0.00
<b>Total Legal Expense</b>	<b>788.52</b>	<b>788.52</b>	<b>0.00</b>	<b>788.52</b>	<b>0.00</b>
<b>Professional Services</b>					
Professional Services - YS	279.48	978.87	1,518.00	(539.13)	64.48
Professional Services - F & G	0.00	2,465.99	3,903.00	(1,437.01)	63.18
Professional Services - Bureau of Reclamatic	0.00	0.00	1,151.00	(1,151.00)	0.00
Professional Services - C Serv	0.00	0.00	77.00	(77.00)	0.00
Professional Services - Admin	1,724.84	1,724.84	1,612.00	112.84	107.00
<b>Total Professional Services</b>	<b>2,004.32</b>	<b>5,169.70</b>	<b>8,261.00</b>	<b>(3,091.30)</b>	<b>62.58</b>
<b>Bldg &amp; Ground Maintenance</b>					
Equipment Rental - F & G	453.85	633.85	180.00	453.85	352.14
Vehicle Maintenance	1,454.57	3,370.90	1,834.00	1,536.90	183.80
Maint - Recreation Field	0.00	0.00	949.00	(949.00)	0.00
Maint - CV Baseball Field	0.00	96.91	234.00	(137.09)	41.42

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Maint - James Field	0.00	0.00	2,182.00	(2,182.00)	0.00
Maint - Beggs Field	5.13	5.13	11,228.00	(11,222.87)	0.05
Maint - Sierra Pool	561.19	744.93	4,700.00	(3,955.07)	15.85
Maint & Repairs - Equipment	1,957.77	6,552.03	3,855.00	2,697.03	169.96
Maint - PH Pool	191.63	677.44	300.00	377.44	225.81
Maint - Winchester Fields	0.00	0.00	277.00	(277.00)	0.00
Rep/Maint - Aub El	0.00	54.00	0.00	54.00	0.00
Rep/Maint - Rock Creek	0.00	27.00	0.00	27.00	0.00
Rep/Maint - Day Camp	0.00	54.00	219.00	(165.00)	24.66
Maint - Recreation Park	661.64	949.99	8,000.00	(7,050.01)	11.88
Maint - Regional Park	5,581.61	7,322.42	8,974.00	(1,651.58)	81.60
Maint - Ashford Park	281.62	496.73	1,130.00	(633.27)	43.96
Maint - Meadow Vista Park	3,346.79	6,262.26	2,152.00	4,110.26	291.00
Maint - Christian Valley Park	137.07	341.79	514.00	(172.21)	66.50
Maint - Railroad Park	545.78	858.48	764.00	94.48	112.37
Maint - CVCC Park	137.07	3,578.33	1,156.00	2,422.33	309.54
Maint - Overlook Park	2,074.38	2,507.88	1,671.00	836.88	150.08
Maint - Placer Hills Park	137.07	137.07	333.00	(195.93)	41.16
Maint - Pocket Parks	0.00	0.00	59.00	(59.00)	0.00
Maint - Mt. Vernon Park	0.00	0.00	56.00	(56.00)	0.00
Maint - Winchester Park	953.21	978.85	731.00	247.85	133.91
Maint - Atwood	137.07	140.82	375.00	(234.18)	37.55
Maint - Shockley Park	0.00	0.00	1,219.00	(1,219.00)	0.00
Maint - Bike Park	1,843.77	2,367.73	0.00	2,367.73	0.00
Rep/Maint - Skyridge	0.00	54.00	42.00	12.00	128.57
Maint - Ashley Dog Park	0.00	0.00	136.00	(136.00)	0.00
Maint - Recreation Comm Ctr	202.60	1,243.09	1,553.00	(309.91)	80.04
Maint - Regional Comm Ctr	294.40	1,371.06	2,764.00	(1,392.94)	49.60
Maint - Christian Valley Comm Ctr	0.00	27.00	96.00	(69.00)	28.13
Maint - CVCC Comm Ctr	1,518.47	2,651.45	4,715.00	(2,063.55)	56.23

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Maint - Overlook Modular	0.00	27.00	960.00	(933.00)	2.81
Maint - Regional Tennis Courts	0.00	0.00	206.00	(206.00)	0.00
Maint - RH Soccer A	0.00	0.00	875.00	(875.00)	0.00
Maint - Regional Field Soccer	0.00	4.19	0.00	4.19	0.00
Maint - RH Soccer B	0.00	0.00	526.00	(526.00)	0.00
Maint - Regional Bill Bean Field	0.00	0.00	514.00	(514.00)	0.00
Maint - Regional Field B	0.00	0.00	924.00	(924.00)	0.00
Maint - Regional Field C	0.00	0.00	897.00	(897.00)	0.00
Vandalism Repairs Expense	662.34	711.68	3,135.00	(2,423.32)	22.70
<b>Total Building and Grounds Maintenance</b>	<b>23,139.03</b>	<b>44,248.01</b>	<b>70,435.00</b>	<b>(26,186.99)</b>	<b>62.82</b>
<b>Property Tax Administration/LAFCO</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Property Tax Administration/LAFCO</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Salaries Expense</b>					
Wages - (Y.Serv) - Manager	5,302.67	14,663.07	19,153.00	(4,489.93)	76.56
Wages - (Cust Serv) - Full Time	6,756.27	19,433.59	25,493.00	(6,059.41)	76.23
Wages - (Cust Serv) - Part Time	766.15	1,770.51	382.00	1,388.51	463.48
Wages - (Admin) - Full Time	3,363.13	14,388.56	16,720.00	(2,331.44)	86.06
Wages - (Admin) - Part Time	10,083.90	24,005.81	26,348.00	(2,342.19)	91.11
Wages - (Y.Serv) - Alta Vista - PT	1,607.83	4,202.28	3,831.00	371.28	109.69
Wages - (Admin) - Board Pay	0.00	5,000.00	5,000.00	0.00	100.00
Wages - (Y.Serv) - Aub Elem - PT	3,903.99	8,661.22	5,325.00	3,336.22	162.65
Wages - (Y.Serv) - AE Maint	0.00	95.39	0.00	95.39	0.00
Wages - (Y.Serv) - RC Maint	20.78	32.65	12.00	20.65	272.08
Wages - (Y.Serv) - Skyridge - PT	3,568.75	7,661.04	4,179.00	3,482.04	183.32
Wages - (Y.Serv) - Skyridge Maint	9.90	115.83	0.00	115.83	0.00

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Wages - (Y.Serv) - Day Camp - PT	22,754.19	23,075.28	32,759.00	(9,683.72)	70.44
Wages - (Rec) - Full Time	10,645.17	26,497.38	25,144.00	1,353.38	105.38
Wages - (Y. Serv) - Newcastle- PT	3,736.17	8,887.51	4,988.00	3,899.51	178.18
Wages - (Rec) - Part Time	0.00	(60.22)	0.00	(60.22)	0.00
Wages - (Rec) - Adult Softball	0.00	240.22	180.00	60.22	133.46
Wages - (Rec) - Adult Basketball	0.00	495.69	397.00	98.69	124.86
Wages - (Y.Serv) - Preschool	49.46	49.46	0.00	49.46	0.00
Wages - (Aqua) - Aquatics Coordinator	1,975.82	3,729.23	6,543.00	(2,813.77)	57.00
Wages - (Aqua) - Aquatic Activities	2,074.29	2,074.29	2,000.00	74.29	103.72
Wages - (Aqua) - Public Swim	1,430.98	2,770.43	4,991.00	(2,220.57)	55.51
Wages - (Aqua) - Swim Lessons	192.09	192.09	2,500.00	(2,307.91)	7.68
Wages - (Aqua) - Master Swim	27.33	27.33	1,000.00	(972.67)	2.73
Wages - (Aqua) - Swim Team Coaches	27.19	27.19	0.00	27.19	0.00
Wages - (Aqua) - Synchronized Swim Coach	36.75	36.75	0.00	36.75	0.00
Wages - (Fac & Grds) - Fac Attendant - Rec	8,106.40	19,347.25	17,033.00	2,314.25	113.59
Wages - (Fac & Grds) - Fac Att. - CVCC	1,308.57	3,592.03	4,704.00	(1,111.97)	76.36
Wages - (Fac & Grds) - Fac Attendant - Reg	3,959.56	6,336.80	3,883.00	2,453.80	163.19
Wages - (Fac & Grds) - Fac Attendant - Over	14.45	14.45	0.00	14.45	0.00
Wages - (Fac & Grds) - Management	11,601.69	31,391.13	31,603.00	(211.87)	99.33
Wages - (Fac & Grds) - Recreation Park	16,199.64	49,423.51	59,965.00	(10,541.49)	82.42
Wages - (Fac & Grds) - Regional Park	8,168.11	30,735.92	40,597.00	(9,861.08)	75.71
Wages - (Fac & Grds) - Ashford Park	3,545.05	7,489.74	4,230.00	3,259.74	177.06
Wages - (Fac & Grds) - Meadow Vista Park	3,537.78	11,131.52	11,631.00	(499.48)	95.71
Wages - (Fac & Grds) - CV Comm Center	676.60	1,757.14	1,292.00	465.14	136.00
Wages - (Fac & Grds) - Railroad Park	3,565.00	5,761.10	2,945.00	2,816.10	195.62
Wages - (Fac & Grds) - CVCC	3,629.46	5,075.04	3,522.00	1,553.04	144.10
Wages - (Fac & Grds) - Overlook Park	1,364.21	3,188.33	3,834.00	(645.67)	83.16
Wages - (Fac & Grds) - Placer Hills Park	1,265.83	2,159.56	2,759.00	(599.44)	78.27
Wages - (Fac & Grds) - Pocket Parks	626.95	1,710.86	1,422.00	288.86	120.31
Wages - (Fac & Grds) - Mt. Vernon Park	191.46	261.50	70.00	191.50	373.57

Auburn Rec & Park  
Profit & Loss - Detail  
4/1/2020 to 6/30/2020  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Wages - (Fac & Grds) - Winchester Park	1,270.77	2,151.59	1,283.00	868.59	167.70
Wages - (Fac & Grds) - Atwood	1,023.87	1,434.36	777.00	657.36	184.60
Wages - (Fac & Grds) - Shockley Property	0.00	0.00	94.00	(94.00)	0.00
Wages - District Administrator	6,713.70	22,298.50	24,548.00	(2,249.50)	90.84
Wages - (F & G) Uniform Allowance	0.00	7,311.97	10,312.00	(3,000.03)	70.91
<b>Total Salaries Expense</b>	<b>155,101.91</b>	<b>380,644.88</b>	<b>413,449.00</b>	<b>(32,804.12)</b>	<b>92.07</b>
<b>Benefits &amp; Payroll Costs</b>					
ER Taxes - Rec	417.75	1,690.37	2,133.00	(442.63)	79.25
ER Taxes - Aquatics	552.64	942.76	1,933.00	(990.24)	48.77
ER Taxes - Youth Services	2,443.66	4,615.89	5,580.00	(964.11)	82.72
ER Taxes - Fac & Grds	4,824.95	13,499.55	15,201.00	(1,701.45)	88.81
ER Taxes - Cust Serv	705.51	1,730.62	1,979.00	(248.38)	87.45
ER Taxes - Admin	1,817.38	5,130.95	5,471.00	(340.05)	93.79
Employment Expense - Aquatics	0.00	0.00	433.00	(433.00)	0.00
Employment Expense - Youth Services	60.00	60.00	590.00	(530.00)	10.17
Employment Expense - Fac & Grds	0.00	79.95	155.00	(75.05)	51.58
Fingerprinting Exp - Recreation	0.00	0.00	1.00	(1.00)	0.00
Fingerprinting Exp - Aquatics	0.00	0.00	207.00	(207.00)	0.00
Fingerprinting Exp - Youth Services	64.00	64.00	371.00	(307.00)	17.25
Fingerprinting Exp - Fac & Grds	0.00	0.00	58.00	(58.00)	0.00
Benefits Expense - Recreation	3,399.20	11,897.30	11,384.00	513.30	104.51
Benefits Expense - Youth Services	3,166.42	9,715.49	10,018.00	(302.51)	96.98
Benefits Expense - Fac & Grds	17,430.94	74,278.70	72,015.00	2,263.70	103.14
Benefits Expense - Cust Serv	1,984.42	6,313.20	6,825.00	(511.80)	92.50
Benefits Expense - Admin	3,690.10	11,736.98	11,564.00	172.98	101.50
Employer Retirement Exp. - Rec	447.78	1,840.79	2,309.00	(468.21)	79.72
Employer Retirement Exp. - Aquatics	324.17	524.30	748.00	(223.70)	70.09
Employer Retirement Exp. - Youth Services	2,222.75	4,840.38	6,591.00	(1,750.62)	73.44

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Employer Retirement Exp. - Fac & Grds	5,272.66	15,032.74	17,535.00	(2,502.26)	85.73
Employer Retirement Exp - Cust Serv	669.47	2,152.18	2,953.00	(800.82)	72.88
Employer Retirement Exp. - Admin	2,168.95	6,266.43	7,056.00	(789.57)	88.81
Worker's Comp - Rec	110.35	400.71	476.00	(75.29)	84.18
Worker's Comp - Aquatics	103.65	157.04	308.00	(150.96)	50.99
Worker's Comp - Youth Services	525.78	1,012.12	1,309.00	(296.88)	77.32
Worker's Comp - Fac & Grds	5,449.39	15,169.54	20,743.00	(5,573.46)	73.13
Worker's Comp - Cust Serv	49.09	121.18	133.00	(11.82)	91.11
Worker's Comp - Admin	263.98	711.03	1,020.00	(308.97)	69.71
<b>Total Benefits and Payroll Costs</b>	<b>58,164.99</b>	<b>189,984.20</b>	<b>207,099.00</b>	<b>(17,114.80)</b>	<b>91.74</b>
<b>Fixed Asset Expense</b>	<b>0.00</b>	<b>8,325.00</b>	<b>8,325.00</b>	<b>0.00</b>	<b>100.00</b>
Fixed Asset Purchases - Aquatics	0.00	8,325.00	8,325.00	0.00	100.00
Fixed Asset Purchases - Fac & Grds	0.00	30,018.82	11,000.00	19,018.82	272.90
<b>Total Fixed Asset Expense</b>	<b>0.00</b>	<b>38,343.82</b>	<b>19,325.00</b>	<b>19,018.82</b>	<b>198.42</b>
<b>Capital Improvement Projects</b>	<b>20,055.06</b>	<b>31,468.72</b>	<b>39,665.00</b>	<b>(8,196.28)</b>	<b>79.34</b>
CVCC - Bike Park	0.00	3,523.17	0.00	3,523.17	0.00
Placer Hills Parking lot Project	0.00	(713.41)	0.00	(713.41)	0.00
Rec - James Field Renovation	0.00				
<b>Total Capital Improvement Projects</b>	<b>20,055.06</b>	<b>34,278.48</b>	<b>39,665.00</b>	<b>(5,386.52)</b>	<b>86.42</b>
<b>Debt Service</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Debt Service</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Auburn Rec & Park  
 Profit & Loss - Detail  
 4/1/2020 to 6/30/2020  
 For All Segment1s  
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Total Expenditures	\$304,982.11	\$810,291.65	\$865,620.00	(\$55,328.35)	93.61%
Net Revenue Over Expenditures	(\$211,303.99)	\$675,329.20	\$598,976.00	\$76,353.20	112.75%
<b>ADJ. NET REVENUE OVER EXPENDITURES</b>	<b>(211,303.99)</b>	<b>675,329.20</b>	<b>598,976.00</b>	<b>76,353.20</b>	<b>112.75</b>



**Item 4.5 Cover Sheet for Annual Audit for Fiscal Year 2019/2020**

Auburn Area Recreation and Park District Finance Committee meeting July, 2020.

**The Issue:** Shall the Auburn Area Recreation and Park District (the District) approve the annual audit conducted by Richardson and Company, LLC?

**Background:** Richardson and Company, LLC conducted an audit of the Auburn Area Recreation and Park District FY 2019/2020 Financial statements in May & June of 2020. The report issued audited financials with auditors' opinion. The auditor has made note of some recommendations that they would like implemented by the District.

The District purchased a variety of equipment during the year valued at approximately \$322,129. The major items were a Reelmaster Mower valued at \$86,290 for Railhead Park. A new Pond Filter Pump was purchased for Regional Park for \$158,222 (approximately \$20,000 of these costs were incurred in 2018-2019). A new security system was installed at Recreation Park, valued at \$39,234.

Additionally, the District expensed approximately \$817,631 in Capital Improvement projects during the 2019-2020 Fiscal Year. \$88, 234 resulted in completed Structures. These are the two major projects:

- |                                  |           |
|----------------------------------|-----------|
| 1. James Field Major Renovation: | \$437,144 |
| 2. CVCC Bike Park (Phase One):   | \$351,665 |

The funding for the James Field Major Renovation was provided by City Mitigation and Future Capital Construction. The CVCC Bike Park construction was funded by Public Donations, City Mitigation, County Mitigation and Future Capital Construction.

The District's property tax revenue increased by 5.5% this year over last year 2018/2019. The District is showing a decrease in our overall Net Position of \$48,647, primarily due to the implementation of GASB 75 for post-employment benefits.

The State of California, through GASB 68, mandates that all State agencies must recognize unfunded pension liabilities on their balance sheets. The Districts portion of unfunded pension liability totaled \$1,197,610 in 2019/2020 and was reduced by payments of \$120,181, making the net pension liability \$1,077,429. This assumes that every employee currently with the District works to full retirement age and accumulates 30 years of work history. While that is highly unlikely,

GASB 68 requires such recognition of the liability. Because pension liability is long term, it does not fully affect the income statements of the District. CalPERS has adopted a “smoothing” method of amortizing the expense, so that the unfunded portion of the liability will be paid through increasing the percentage of payroll dollars paid into the system each year. So effectively, the District will pay an increased “premium” each year until the unfunded liability is extinguished. This will, of course, be expensed through the income statement. Additionally, because CalPERS uses an assumed rate of return on investment of 7% and the actual rate is less than the assumed rate, it creates a funding gap that must be made up by each government entity.

Staff, at the Boards direction, has created a reserve account to facilitate erasing the full amount of the District’s unfunded portion of the liability. As of March 31, 2020, the reserve account had been funded by \$183,200.

**Recommendation:** Staff recommends that the Committee forward the annual audit to the Board with a positive recommendation.

**Attachment:**

- 1) Audit letter from Richardson and Company
- 2) Governance letter from Richardson and Company
- 3) Management letter from Richardson and Company
- 4) Audit Summary from Ingrid Sheipline, CPA
- 5) Final Audit from Richardson and Company

**INDEPENDENT ACCOUNTANTS' REPORT ON AGREED-UPON PROCEDURES  
APPLIED TO APPROPRIATIONS LIMIT TESTING**

Board of Directors  
Auburn Area Recreation and Park District  
Auburn, California

We have performed the procedures enumerated below to the accompanying calculation of the Appropriation Limit of the Auburn Area Recreation and Park District (the District) for the year ended March 31, 2020. These procedures, which were agreed to by the District and the League of California Cities (as presented in the publication entitled Article XIII-B *Agreed-upon Procedures Applied to the Appropriations Limitation Prescribed By of the California Constitution*) were performed solely to assist the District in meeting the requirements of Section 1.5 of Article XIII-B of the California Constitution. The District management is responsible for the appropriations limit calculation. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed and our findings were as follows:

1. We obtained the District's calculation of the 2019/2020 appropriations limit and compared the limit and annual adjustment factors included in the calculation to the limit and annual adjustment factors that were adopted by resolution of the Board of Directors.

Finding: No exceptions were noted as a result of our procedures.

2. We compared the methodology used to determine the cost of living adjustment component to Article XIII B which states that the District may annually adjust the component for either the change in California per capita personal income or, the percentage change in the District's assessed valuation which is attributable to non-residential new construction. We recalculated the factor based on the above information.

Finding: No exceptions were noted as a result of our procedures.

3. We compared the methodology used to determine the population adjustment component to Article XIII B which states that the District may annually choose to adjust the component for either the change in population in the County in which the District is located, or the change in population within the unincorporated area of the County in which the District is located. We recalculated the factor based on the above information.

Finding: No exceptions were noted as a result of our procedures.

4. We compared the prior year appropriations limit presented in the accompanying Appropriations Limit Calculation to the prior year appropriations limit adopted by the Board of Directors for the prior year.

Finding: We noted the County prepares the appropriations limit calculation, but the District's Board of Directors does not adopt it.

5. We recalculated the 2019/2020 Appropriation Limit by multiplying the product of the two above factors by the 2018/2019 appropriation limit.

Finding: No exceptions were noted as a result of our procedures.

6. We compared the District's actual expenditures to the computed appropriation limit for fiscal year 2019/2020.

Finding: For the 2019/2020 fiscal year, the District's actual expenditures subject to the appropriations limit did not exceed the calculated appropriation limit.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the accompanying Appropriations Limit calculation. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. No procedures have been performed with respect to the determination of the appropriation limit for the base year, as defined by Article XIII-B of the California Constitution.

This report is intended solely for the use of the District and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

*Richardson & Company, LLP*

July 16, 2020

**APPENDIX A**

**AUBURN AREA RECREATION AND PARK DISTRICT  
APPROPRIATION LIMIT CALCULATION  
Year Ended March 31, 2020**

**APPROPRIATION LIMIT  
ADOPTED BY DISTRICT:**

Recorded in Final 2019/2020 Budget \$ 6,936,690

**APPROPRIATION LIMIT  
COMPUTATION PER REVIEW:**

2018/2019 Appropriation Limit \$ 6,619,611

Cost of living factor:

Change in California per capita income 1.0479

Auditor computed limitation 6,936,690

Variance \$ (0)



550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

## GOVERNANCE LETTER

To the Board of Directors  
Auburn Area Recreation and Park District  
Auburn, California

We have audited the financial statements of the governmental activities, each major fund, and the remaining fund information of the Auburn Area Recreation and Park District (the District), for the year ended March 31, 2020, and have issued our report thereon dated July 16, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

### Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated November 22, 2019, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to management's discussion and analysis, budgetary comparison information, schedule of changes in the net pension liability and related ratios, and schedule of contributions to the pension plan, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

### Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involves judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We noted no material weaknesses in internal controls as a result of our audit.

### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note A to the financial statements. The District adopted Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* as of March 31, 2020, which resulted in the District recording a restatement of beginning net position at March 31, 2019 to record the other postemployment benefit (OPEB) liability related to health benefits provided to retirees as discussed in Note \_\_\_ of the financial statements. We noted no transaction entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period after the necessary adjustments were made.

Accounting estimates are an integral part of the financial statement prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were determining the depreciable lives and methods used for capital assets, and the accrual of the unfunded pension and OPEB liabilities. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole. The accrual for the unfunded pension liability was determined by an actuarial valuation performed by CalPERS, which is performed annually. The accrual for postemployment benefits was determined by an actuarial valuation, which is required to be performed every two years.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements were:

Pension Liability: Information on the District's pension plans, including the District's share of the unfunded pension liability, is shown in Note G. The District's share of the unfunded pension liability at March 31, 2020, the most recent measurement date, was \$1,077,429 which is reflected as a liability in the District's financial statements as of March 31, 2020.

Liability for Postemployment Benefits: The OPEB disclosure in Note H shows that due to the implementation of GASB 75, which was effective with the fiscal year ended March 31, 2019, the District has recorded an OPEB liability of \$247,764 as of March 31, 2020. Net position as of April 1, 2019 was reduced by \$226,612 to reflect the retroactive implementation of GASB No. 75.

Restatements: Note J of the financial statements reflects areas where adjustments were made to net position reported in the audited financial statements as of March 31, 2019.

The financial statement disclosures are neutral, consistent, and clear.

### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. During the course of our audit, 27 closing entries and audit adjustments to correct balances of the accounts and transactions were made as follows:

- Include financial information of the Friends of the District Foundation in the District's financial statements
- Record City Mitigation fund activity posted directly to fund balance
- Reclassify negative cash in Atwood Fund to a liability
- Roll forward equity from the prior year financial statements in the fund and government wide statements
- Record revenue and expenses related to Atwood Fund
- Record prior year pension balances and current year pension liability activity
- Revise compensated absence entry made by the District in reverse
- Accrue accounts payable not previously recorded
- Accrue for March program refunds not made until April
- Restate government-wide financial statements to record other postemployment benefits
- Adjustments to capital assets including true ups for capital outlay, recording of depreciation expense and related accumulated depreciation, and recording loss on disposal of capital assets
- Record OPEB liability

In addition, the attached schedule summarizes an uncorrected misstatement of the financial statements, management has determined that its effect is immaterial, both individual and in the aggregate to the financial statements taken as a whole.

#### Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### Management Representations

We have requested certain representations from management that are included in the management representation letter dated July 16, 2020.

#### Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.



Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) listed in the table of contents, which are RSI that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

*Richardson & Company, LLP*

July 16, 2020

AUBURN AREA RECREATION AND PARK DISTRICT  
SUMMARY OF UNADJUSTED AUDIT DIFFERENCES - GOVERNMENT WIDE  
YEAR ENDED MARCH 31, 2020

Description	Financial Statements Effect - Amount of Overstatement (Understatement) of:			
	Total Assets and Deferred Outflows	Total Liabilities and Deferred Inflows	Total Fund Balance/Net Position	Total Change in Fund Balance/Net Position
Amount refunded for child care classes after March 31, 2020 recorded as decrease in cash	\$ (7,807)	\$ (7,807)		
Net Unadjusted Audit Differences - This Year	(7,807)	(7,807)		
Financial Statement Caption Totals-Governmental activities	11,782,630	1,813,999	\$ 9,968,631	\$ 143,749
Net Audit Differences as % of F/S Captions	(0.07%)	(0.43%)	0.00%	0.00%

AUBURN AREA RECREATION AND PARK DISTRICT  
SUMMARY OF UNADJUSTED AUDIT DIFFERENCES - GENERAL FUND  
YEAR ENDED MARCH 31, 2020

Description	Financial Statements Effect - Amount of Overstatement (Understatement) of:			
	Total Assets	Total Liabilities	Total Fund Balance/Net Position	Total Change in Fund Balance/Net Position
Amount refunded for child care classes after March 31, 2020 recorded as decrease in cash	\$ (7,807)	\$ (7,807)		
Net Unadjusted Audit Differences - This Year	(7,807)	(7,807)		
Financial Statement Caption Totals-Governmental activities	3,684,610	270,076	\$ 3,414,534	\$ 85,386
Net Audit Differences as % of F/S Captions	(0.21%)	(2.89%)	0.00%	0.00%



550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

## MANAGEMENT LETTER

Board of Directors  
Auburn Area Recreation and Park District  
Auburn, California

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the remaining fund information of the Auburn Area Recreation and Parks District (the District) for the year ended March 31, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The following matters have been included in this letter for your consideration:

### Financial Reporting and Accounting System

We noted the following areas where adjustments to the District's accounting records were made during the audit process that indicates areas where improvements can be made to the District's processes:

- The District has two Special Revenue Funds that provide funding to the General Fund for projects expended in the General Fund, as necessary. When funds are transferred from these special revenue funds into the General Fund, we recommend that interfund transfer accounts be utilized rather than recording the movements of cash between funds within the fund balance accounts.
- We noted several journal entries posted by staff that were posted in reverse. We recommend that all journal entries be reviewed by management prior to being entered into the system.
- Negative cash and investment balances should be eliminated through due to/from other funds after all other closing entries are posted. Negative cash of \$11,419 in the Atwood Fund was reclassified to reflect borrowings from the General Fund during the audit.

### Foundation Accounting

We determined during the audit that the Friends of the District Foundation meets the definition of a blended component unit of the District, as the Board is almost entirely composed of District Board Members and the sole purpose of the Foundation is to support the District. We recommend that the District set up a separate general ledger with a complete chart of accounts for the Foundation to facilitate incorporating the financial information into the District's audited financial statements.

### Capital Assets

We noted that the District removes depreciation expense in the year assets are disposed, resulting in the understatement of depreciation expense and overstatement of the gain/loss on sale. We recommend that the District not reduce depreciation expense when disposing of a capital asset.

We noted that the capital asset balances on the listing did not agree to the prior year balances, and that entries were required to adjust ending balances, agree capital asset additions to capital outlay expense, and to record depreciation expense. We recommend that the District prepare a roll-forward of capital asset activity prior to the start of the audit to ensure that all these account balances and journal entries have been recorded. The closing process should include reconciling the capital outlay expense account to additions on the capital asset list.

We noted that the detail capital asset listing does not contain a column showing the useful lives of assets, and is just included in a formula to calculate the monthly depreciation. We recommend that the District modify its detail asset listing to include a separate column for the useful life of each asset for clarity.

The District's capitalization threshold of \$1,000 seems low given the size of the District. We recommend that the District increase the capitalization threshold to \$5,000 to reduce the amount of tracking needed for capital assets.

The District has not performed an inventory of capital assets for at least the past three years. We recommend that the District adopt a policy to perform an inventory of capital assets at least every other year.

### Reconciliations – Segregation of Duties

The Administrative Services Manager, who is a check signer, also has access to the accounts payable module. We recommend that to ensure the proper separation of duties, the Manager should not have access to the payables module to generate checks.

We noted that accounts payable checks are returned the employee who processes accounts payable after the accounts payable checks are reviewed and signed for mailing. To ensure proper segregation of duties, we recommend that payable checks be returned to an individual who does not have access to the payable system for mailing to vendors.

We noted no documentation of review of bank reconciliations. We recommend that the review of bank reconciliations be documented with an initial by the Administrative Services Manager.

To verify the accuracy of the pension contributions posted by CalPERS, we recommend that pension contributions recorded in the District's general ledger be reconciled to the CalPERS contribution schedules annually.

Board of Directors  
Auburn, California

Recreation Accounting System

We noted the following areas for improvement to the District's controls over the recreation accounting system:

- We recommend that a reconciliation of the fees received in the RecTrac and Dayworks to the revenue recorded in the general ledger be performed at least annually.
- While the District maintains receipt books at all locations, they are not consistently being used. We recommend that receipts be written for all funds received at both locations, and the receipt book should be compared to amounts deposited.
- Discrepancies noted by instructors between the roster provided to them and the actual attendees should be resolved by someone that does not take payments and post to the RecTrak system to ensure property segregation of duties.

Fraud Risk Assessment

We noted that the District does not have a formal risk assessment plan to identify those risks within the District that could result in fraud or material misstatement of the financial statements, and then to implement internal controls to mitigate those identified risks. We recommend the District develop a risk assessment plan to identify potential risk areas and then ensure controls or processes are in place to mitigate those risks. This risk assessment should be performed on a periodic basis and should include an annual discussion at a staff meeting regarding areas where there may be risks of fraud. In addition, a Committee of the District's Board, serving as the Audit Committee, should be involved in this risk assessment process as well.

Board Committed Fund Balance Reserves

We noted that the reserve policy adopted by the Board specifies amounts to be added to reserves and desired reserve balances, but these policy guidelines were not followed for the Unfunded CalPERS Reserve. We recommend that at least annually, at the beginning of the fiscal year, reserves recorded in the general ledger be compared to the criteria in the Financial Reserves Policy.

Appropriation Limits

All agencies receiving tax funding are required by State Law to prepare an Appropriation Limit calculation that is approved by the Board. The County prepares the calculation on behalf of the District, but the District's Board does not pass a resolution approving the calculated appropriation limit. We recommend that the Board pass a resolution adopting the appropriations limit when the annual budget is approved.

\* \* \* \* \*

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us during the course of the audit. This report is intended solely for the information and use of the Board of Directors, management, and others within the organization and does not affect our report dated July 16, 2020 on the financial statements of the District.

*Richardson & Company, LLP*

July 16, 2020

**AUBURN AREA RECREATION AND PARK DISTRICT**  
**SUMMARY OF AUDIT RESULTS**

July 23, 2020

Presentation by Richardson & Company, LLP of the Audited Financial Statements, including the following communications required by Generally Accepted Auditing Standards:

**Reports issued**

- Audited Financial Statements with auditors opinion
- Governance letter
- Management letter with recommendations
- Appropriations limit report

**Independent Auditor's Report (pages 1 and 2)**

- Unmodified (clean) opinion

**Highlights of financial statements**

- Management discussion & analysis (pages 3 to 9)
- Statement of Net Position (page 10)
  - Unrestricted net position of \$2.2 million
- Statement of Activities (page 11)
  - Revenue exceeded expenses by \$141,770, including depreciation, pension and OPEB accounting entries totaling \$641,000
- Fund Balance Sheets (page 12)
  - Fund balance of \$3.6 million
- Fund Revenue/Expense (pages 14)
  - General Fund expenses exceeded revenues by \$87,365
- Capital assets, Note D (page 25)—capital expenditures of \$1,154,000
- Fund balance, Note F (pages 26)—Components of funds balance
- Pension Plan, Note G (pages 26 to 30)
- OPEB Plan, Note H (pages 30 to 32)
- Restatement of fund balance, Note J (page 34)—corrections and reclassifications made

**Governance Letter**

- Audit adjustments – 27 audit adjustments identified
- Unadjusted difference – April program refunds deducted from cash in March
- No difficulties in performing the audit and no unusual accounting practices

**Management letter**

- No material weaknesses in internal controls
- Other areas where recommendations were identified
  - Improvements to processes
  - Foundation to be set up in accounting system to facilitate inclusion in District's financials
  - Capital asset recommendations
  - Reconciliation and segregation of duties recommendations
  - Recreation accounting system recommendations
  - Establish fraud risk assessment process
  - Reserve changes to be consistent with policy
  - Appropriation limit to be approved by Board resolution

**AUBURN AREA  
RECREATION AND PARK DISTRICT**

**Audited Financial Statements**

**March 31, 2020**



AUBURN AREA  
RECREATION AND PARK DISTRICT

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550 Howe Avenue, Suite 210  
Sacramento, California 95825  
Telephone: (916) 564-8727  
FAX: (916) 564-8728

## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Auburn Area Recreation and Park District  
Auburn, California

We have audited the accompanying financial statements of the governmental activities of each major fund, and the aggregate remaining fund information of the Auburn Area Recreation and Park District as of and for the year ended March 31, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Auburn Area Recreation and Park District as of March 31, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Change in Accounting Principle**

As discussed in Note J to the financial statements, during the year ended March 31, 2020, the District adopted a new accounting standard, GASB No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. Our opinion is not modified with respect to this matter.

### **Correction of Errors and Reclassifications**

As discussed in Note J, correction of errors and reclassifications were made during the current year. Accordingly, adjustments have been made to Net Position and General Fund Balance as of April 1, 2019 to correct these errors.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of the proportionate share of the net pension liability, schedule of contributions to the pension plan, and schedule of changes in the net OPEB liability and related ratios to be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Richardson & Company, LLP*

July 16, 2020

**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

This section of the Auburn Area Recreation and Park District's annual financial report presents an analysis of the District's financial performance during the fiscal year ended March 31, 2020. This information is presented in conjunction with the audited basic financial statements, which follow this section.

**FINANCIAL HIGHLIGHTS FOR FISCAL YEAR 2019-2020**

- The assets of the District exceeded liabilities at the close of the 2019-2020 fiscal year by \$9,966,652 (net position). Of this amount, \$7,466,979 is invested in capital assets, and \$250,724 is restricted for particular purposes.
- As of March 31, 2020, the District's governmental funds reported combined fund balances of \$3,606,557, of which \$1,446,657 is available to meet the District's current and future needs (unreserved general fund balance).
- At the end of the fiscal year, the unreserved fund balance for the general fund was \$1,446,657 or approximately 59% of total general fund expenditures.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: government-wide financial statements, fund financial statements, and notes to the financial statements. This report also includes additional required supplementary information in addition to the basic financial statements.

**REQUIRED FINANCIAL STATEMENTS**

**Government-Wide Financial Statements** are designed to provide readers with a broad overview of District finances in a manner similar to a private-sector business.

*The Statement of Net Position* includes information on the District's assets and liabilities and provide information about the nature and amount of investments in resources (assets) and the obligations to District creditors (liabilities). Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

*The Statements of Activities* presents information showing how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of these government-wide financial statements distinguish functions of the District that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a portion of their costs through user fees and charges (business type activities). The governmental activities of the District are recreational and park activities. There are no business type activities.

**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

**Fund Financial Statements** are groupings of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and to demonstrate finance-related legal compliance. All of the funds of the District can be combined into one category: governmental funds.

*Governmental funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources at the end of the fiscal year. Such information may be useful in evaluating the District's near-term requirements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate comparison between governmental funds and governmental activities. Additional information is provided on separate schedules that reconcile the differences between the government-wide financial statements and the fund financial statements.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements.

Other information

In addition to the basic financial statements and accompanying notes, this report presents certain required supplementary information concerning the District's budgetary comparative information for the general fund and major special revenue fund and the District's pension and post-employment benefit plans.

**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following table compares the Statement of Net Position/Fund Balance at March 31, 2020 and 2019:

Condensed Statement of Net Position		
Fiscal Years		
Ended March 31, 2020 and 2019		
	2020	2019
Current and other assets	\$ 3,876,633	\$ 4,173,376
Capital assets – net	7,466,979	6,783,601
Total assets	11,343,612	10,956,977
 Deferred outflows	 437,039	 390,633
 Liabilities		
Current	389,632	335,456
Non-current	1,325,193	934,476
Total liabilities	1,714,825	1,269,932
 Deferred inflows	 99,174	 62,379
 Net Position:		
Net investment in capital assets	7,466,979	6,783,601
Restricted	250,724	
Unrestricted	2,248,949	3,231,698
Total Net Position	\$ 9,966,652	\$ 10,015,299

Total net position decreased from 2019 to 2020 by .5% or \$48,647. This decrease is due mostly to the implementation of GASB 75 whereby the full amount of the liability for post-employment benefits (OPEB) has been recorded and was offset by net income for the year. The OPEB liability lowered net position by \$247,764 from March 31, 2019 to March 31, 2020.

**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

A summary of the District's Statement of Activities, recapping the District's revenues earned during the fiscal year ended March 31, 2020 and 2019, and the expenses incurred is as follows:

Condensed Statement of Activities  
Fiscal Years  
Ended March 31, 2020 and 2019

	2020	2019
<b>Program Revenue:</b>		
Charges for services	\$ 1,500,794	\$ 1,410,376
Operating grants and contributions	35,490	30,963
Capital grants and contributions	3,254	8,284
<b>General Revenue:</b>		
Property taxes and assessments	3,479,344	3,110,908
Mitigation fees	275,300	187,928
Interest earnings	76,185	82,069
Miscellaneous	43,534	247,009
<b>Total Revenue</b>	<b>5,413,901</b>	<b>5,077,537</b>
<b>Expenses:</b>		
Recreation and park activities	5,272,131	5,060,329
<b>Total Expense</b>	<b>5,272,131</b>	<b>5,060,329</b>
<b>Changes in Net Position</b>	<b>141,770</b>	<b>17,208</b>
<b>Beginning Net Position</b>	<b>10,015,299</b>	<b>9,998,091</b>
<b>Restatement</b>	<b>(190,417)</b>	
<b>Ending Net Position</b>	<b>\$ 9,966,652</b>	<b>\$ 10,015,299</b>

Following are explanations of significant variances from fiscal year 2019 to 2020.

- Revenues increased by \$336,364 between 2019 and 2020. This increase was due mostly to the increase in property taxes and assessments, offset by a reduction in impact fees collected. The increase in charges for services is due to an increase in the number of programs the District offered in the year and an overall increase in participation by the public.
- Expenses increased by \$211,802, mostly due to increased salary and benefit costs. Additionally, the increase in the programs and related program revenues contributed to an increase in total expenditures.
- The restatement of \$190,417 also reduced net position and was the result of implementation of GASB 75, and the recording of the Foundation activities previously not reflected in the District's financial statements.

**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

**Financial Analysis of the Governmental Funds**

The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on individual parts of the District, reporting the District's operations in more detail than the government-wide financial statements. The governmental funds provide information on near-term inflows, outflows and balances of spending resources. Total governmental fund balance at March 31, 2020 was \$3,606,557 which is a decrease of \$211,160 in comparison with FY 2019.

The following table shows the fund balance by classifications for the last two years.

<u>Fund Balance</u>	<u>Year ended March 31,</u>	
	<u>2020</u>	<u>2019</u>
General Fund	\$ 3,412,555	\$ 3,323,966
Atwood Park Fund	(11,419)	1,097
City Mitigation Fund	205,421	492,654
Total fund balances	<u>\$ 3,606,557</u>	<u>\$ 3,817,717</u>

Significant changes in fund balances by classification consist of the following.

- **General Fund:** The fund balance increase by 3% or \$88,589 in FY 2020. The District's revenues were higher than fiscal year 2019 because of the increase in property tax revenue. Fund balance was also increased by \$175,954 to correct classification issues in the prior year and to record Foundation activities as discussed in Note J of the financial statements.
- **City Mitigation Fund:** Fund balance in the impact fees fund decreased by \$287,233 or 58% because of transfers made to the General Fund to cover park cameras, James Field construction and the Bike Park.

**CAPITAL ASSETS**

As of March 31, 2020, the District's investment in capital assets totaled \$7,466,979, net of accumulated depreciation, which increased by \$683,375 from 2019. The investment in capital assets includes land, site improvements, buildings and improvements and equipment. Increases during the year include costs of \$437,144 for the James Field renovation, \$351,665 for the Bike Park, \$136,424 for the pond filter project and \$86,290 for the purchase of a new Reelmaster riding lawn mower. These additions are offset by the recording of depreciation for \$486,708. The capital assets are presented in the government-wide statement of net position. Additional information on the District's capital assets can be found in Note D to the financial statements.

**LONG-TERM DEBT**

As of March 31, 2020, the District had no long-term debt. Note E discusses the District's long-term obligations, which consist of compensated absences, net pension liability and OPEB liability.



**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The District's property tax receipts were \$122,081 more than budgeted for the fiscal year, and \$455,808 more than collected in the prior fiscal year which is primarily due to increasing property values.

The final budget approved by the Board of Directors on March 26, 2019 reflected a projected surplus of \$4,850, inclusive of a \$50,000 Board required contribution to the Equipment Reserve and a Board required contribution of \$5,000 to the ADA reserve and a Board required contribution of \$45,800 to the CalPERS unfunded Liability reserve as well as a proposed contributions to the Future Capital Construction Reserve Fund in the amount of \$50,000. In 2019/2020, the District's base property tax revenues increased by 5.5%. The Mid-Year Budget Revision reflected a \$10,856 forecasted surplus which included an increase of \$25,535 to the Equipment Reserves, and no other changes to the remaining reserves.

**The Year in Review**

Several accomplishments warrant mention for FY 19/20:

ARD completed a few projects associated with its Capital Improvement Program and Asset Replacement Plan. All projects and Assets purchased in fiscal year 2019/2020 were funded through Future Capital Construction Reserves, Equipment Replacement Reserves, ADA Reserves, City and County Mitigation funds and General Funds. Some of the notable projects and assets purchases included the following:

- The Canyon View Community Center's Phase One of the new Bike Park
- The Major Renovation of James Field at Recreation Park
- New Security Cameras installed at Recreation Park
- Landscaping Project for Railhead Park put on by the Rotary Clubs of Auburn
- A New Pond Filter Pump for Regional Park
- Playground Path of travel at Regional Park
- Electrical Improvements at Winchester Park's Ballfield
- A new Reelmaster Mower for Railhead Park
- 3 new HVAC units; one for Customer Service's computer room, one for the Recreation Department's Offices and one for the Christian Valley Community Center, leased by Tutor Totter Preschool.

**AUBURN AREA RECREATION AND PARK DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED MARCH 31, 2020**

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The District's overall property tax revenues declined substantially from fiscal year 07/08 through fiscal 2012/2013 and began to recover in FY 2013/2014. The following data illustrate the trends:

2007/2008:	\$2,711,000
2008/2009:	\$2,695,000
2009/2010:	\$2,628,000
2010/2011:	\$2,443,000
2011/2012:	\$2,354,000
2012/2013:	\$2,494,000
2013/2014:	\$2,466,000
2014/2015:	\$2,604,000
2015/2016:	\$2,824,980
2016/2017:	\$2,999,467
2017/2018:	\$3,117,857
2018/2019:	\$3,298,841
2019/2020:	\$3,479,345

The District has been able to balance its budgets each year through attrition, cost cutting, control of benefit expenses and shrewd purchasing of supplies and services. This past year has seen a continued modest increase in property tax revenues as well as increases in program revenues. While we are in the midst of a worldwide pandemic, we will continue to budget conservatively to maintain a strong balance sheet and to keep the parks in great condition.

Should any member of the public have questions regarding this report, District management may be contacted at the following address:

The audit for Fiscal 2019/2020 may also be viewed at the District's website, [www.auburnrec.com](http://www.auburnrec.com)

Auburn Area Recreation and Park District  
471 Maidu Drive  
Auburn, CA 95603  
(530) 537-2185

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## **BASIC FINANCIAL STATEMENTS**

AUBURN AREA RECREATION AND PARK DISTRICT

STATEMENT OF NET POSITION

March 31, 2020

<b>ASSETS</b>	
Cash and investments	\$ 3,770,035
Accounts receivable	16,046
Prepaid expenses	90,552
Capital assets:	
Nondepreciable	3,091,877
Depreciable, net	4,375,102
Total Capital Assets	<u>7,466,979</u>
<b>TOTAL ASSETS</b>	<u><b>11,343,612</b></u>
 <b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pensions	<u>437,039</u>
	<u><b>437,039</b></u>
 <b>LIABILITIES</b>	
Accounts payable	113,782
Accrued payroll	135,310
Unearned revenue	20,984
Compensated absences - current	119,556
Due in more than one year:	
Net pension liability	1,077,429
Other postemployment benefits (OPEB) liability	247,764
<b>TOTAL LIABILITIES</b>	<u><b>1,714,825</b></u>
 <b>DEFERRED INFLOWS OF RESOURCES</b>	
Pensions	<u>99,174</u>
	<u><b>99,174</b></u>
 <b>NET POSITION</b>	
Net investment in capital assets	7,466,979
Restricted for:	
City mitigation projects	205,421
Youth assistance	22,070
Arboretum grant projects	13,276
Foundation activities	9,957
Unrestricted	<u>2,248,949</u>
<b>NET POSITION</b>	<u><u><b>\$ 9,966,652</b></u></u>

The accompanying notes are an integral part of these financial statements.

AUBURN AREA RECREATION AND PARK DISTRICT

STATEMENT OF ACTIVITIES

For the Year Ended March 31, 2020

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Change in Net Position	
		Charges for Services	Operating Contributions and Grants		Capital Contributions and Grants
<b>GOVERNMENTAL ACTIVITIES:</b>					
Parks and recreation	\$ 5,272,131	\$ 1,500,794	\$ 35,490	\$ 3,254	\$ (3,732,593)
<b>TOTAL GOVERNMENTAL ACTIVITIES</b>	<b>\$ 5,272,131</b>	<b>\$ 1,500,794</b>	<b>\$ 35,490</b>	<b>\$ 3,254</b>	<b>(3,732,593)</b>
<b>GENERAL REVENUES</b>					
Property taxes					3,453,352
Special assessments					25,992
Mitigation fees					275,300
Interest earnings					76,185
Other revenues					43,534
<b>TOTAL GENERAL REVENUES</b>					<b>3,874,363</b>
Change in net position					141,770
Net position at beginning of year, as previously reported					10,015,299
Restatement of net position					(190,417)
Net position at beginning of year, as restated					<b>9,824,882</b>
<b>NET POSITION AT END OF FISCAL YEAR</b>					<b>\$ 9,966,652</b>

The accompanying notes are an integral part of these financial statements.

AUBURN AREA RECREATION AND PARK DISTRICT

BALANCE SHEETS - GOVERNMENTAL FUNDS

March 31, 2020

	<u>Non-Major Funds</u>			Total Governmental Funds
	<u>General Fund</u>	<u>Atwood Park Fund</u>	<u>City Mitigation Fund</u>	
<b>ASSETS</b>				
Cash and investments	\$ 3,564,614		\$ 205,421	\$ 3,770,035
Accounts receivable	16,046			16,046
Due from other funds	11,419			11,419
Prepaid costs	90,552			90,552
<b>TOTAL ASSETS</b>	<b><u>\$ 3,682,631</u></b>		<b><u>\$ 205,421</u></b>	<b><u>\$ 3,888,052</u></b>
<b>LIABILITIES AND FUND EQUITY</b>				
<b>LIABILITIES</b>				
Accounts payable	\$ 113,782			\$ 113,782
Accrued payroll	135,310			135,310
Unearned revenue	20,984			20,984
Due to other funds		\$ 11,419		11,419
<b>TOTAL LIABILITIES</b>	<b><u>270,076</u></b>	<b><u>11,419</u></b>		<b><u>281,495</u></b>
<b>FUND BALANCE</b>				
Nonspendable	90,552			90,552
Restricted	45,303		\$ 205,421	250,724
Committed	1,830,043			1,830,043
Unassigned	1,446,657	(11,419)		1,435,238
<b>TOTAL FUND BALANCE</b>	<b><u>3,412,555</u></b>	<b><u>(11,419)</u></b>	<b><u>205,421</u></b>	<b><u>3,606,557</u></b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b><u>\$ 3,682,631</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 205,421</u></b>	<b><u>\$ 3,888,052</u></b>

The accompanying notes are an integral part of these financial statements.

AUBURN AREA RECREATION AND PARK DISTRICT

RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEETS TO THE  
GOVERNMENT-WIDE STATEMENT OF NET POSITION

March 31, 2020

Fund Balances of Governmental Funds \$ 3,606,557

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets, net of accumulated depreciation, are not current financial resources and are not included in the governmental funds. 7,466,979

Pension contributions subsequent to the valuation measurement date and other items will reduce the pension liability in the future and are reported as deferred outflows of resources on the statement of net position. 437,039

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.

Compensated absences (119,556)  
Net pension obligation (1,077,429)  
OPEB liability (247,764)

Employee pension differences to be recognized in the future as pension expense are reported as deferred inflows of resources on the statement of net position. (99,174)

Net position of governmental activities \$ 9,966,652

The accompanying notes are an integral part of these financial statements.



AUBURN AREA RECREATION AND PARK DISTRICT  
 STATEMENTS OF REVENUES, EXPENDITURES, AND  
 CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Year Ended March 31, 2020

	Non-Major Funds			Total Funds
	General Fund	Atwood Park Fund	City Mitigation Fund	
<b>REVENUES</b>				
Property taxes	\$ 3,453,352			\$ 3,453,352
Charges for current services	1,319,983			1,319,983
Special assessments		\$ 25,992		25,992
Use of money and property	180,811		\$ 8,998	189,809
Mitigation fees	275,300			275,300
Interest income	67,187			67,187
Grants and donations	38,744			38,744
Other revenues	43,534			43,534
Total revenues	<u>5,378,911</u>	<u>25,992</u>	<u>8,998</u>	<u>5,413,901</u>
<b>EXPENDITURES</b>				
Salaries and benefits	3,157,557	11,911		3,169,468
Services and supplies	1,448,278	29,044		1,477,322
Capital outlay	1,154,225			1,154,225
Total expenditures	<u>5,760,060</u>	<u>40,955</u>	<u>-</u>	<u>5,801,015</u>
Excess (Deficit) of Revenues Over (Under) Expenditures	(381,149)	(14,963)	8,998	(387,114)
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating transfers in	293,784	2,447		296,231
Operating transfers out		-	(296,231)	(296,231)
Total other Financing Sources (Uses)	<u>293,784</u>	<u>2,447</u>	<u>(296,231)</u>	<u>-</u>
Change in fund balance	(87,365)	(12,516)	(287,233)	(387,114)
Fund Balances, April 1, 2019, as previously reported	3,323,966	1,097	492,654	3,817,717
Restatement of fund balance	175,954			175,954
Fund Balances, April 1, 2019, as restated	<u>3,499,920</u>	<u>1,097</u>	<u>492,654</u>	<u>3,993,671</u>
Fund Balances, March 31, 2020	<u>\$ 3,412,555</u>	<u>\$ (11,419)</u>	<u>\$ 205,421</u>	<u>\$ 3,606,557</u>

The accompanying notes are an integral part of these financial statements.

AUBURN AREA RECREATION AND PARK DISTRICT

RECONCILIATION OF THE STATEMENTS OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

For the Year Ended March 31, 2020

Net Change in Fund Balances - Total Governmental Funds \$ (387,114)

Amounts reported for governmental activities in the Statement of Activities differ from the amounts reported in the Statement of Revenues, Expenditures, and Changes in Fund Balances because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation expense or are allocated to the appropriate functional expense when the cost is below the capitalization threshold. This activity is reconciled as follows:

Cost of assets capitalized	1,154,225
Depreciation expense	(486,708)

Governmental funds report proceeds from disposal of capital assets as revenues. However, in the government-wide statement of activities only the gain or (loss) on the sale of capital assets is reported. This is the difference between the gain or (loss) and proceeds. (4,053)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Change in compensated absences liability	19,914
Change in net pension obligation and deferred outflows/inflows of resources related to employee pensions	(133,342)
Change in OPEB liability and deferred outflows/inflows of resources related to OPEB	<u>(21,152)</u>

Change in net position of governmental activities \$ 141,770

The accompanying notes are an integral part of these financial statements.

## AUBURN AREA RECREATION AND PARK DISTRICT

### NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

#### NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

**Reporting Entity:** The District was organized in 1948 by a vote of the public and operates under the California Public Resources Code Section 5780. The District is operated under the direction of a five-member board duly elected and empowered by the electorate with sole authority over the District operations.

In addition to providing recreational programs and services to the community, the District maintains park sites serving residents of the Auburn area. The accounting policies of the District conform to accounting principles generally accepted in the United States of America as applicable to local governments.

The District has defined its reporting entity in accordance with accounting principles generally accepted in the United States of America, which provide guidance for determining which governmental activities, organizations, and functions should be included in the reporting entity. In evaluating how to define the District for financial reporting purposes, management has considered all potential component units. The primary criterion for including a potential component unit within the reporting entity is the governing body's financial accountability. A primary governmental entity is financially accountable if it appoints a voting majority of a component unit's governing body and it is able to impose its will on the component unit or if there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable if a component unit is fiscally dependent on the primary governmental entity regardless of whether the component unit has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board.

Based upon the aforementioned oversight criteria, the following are component units:

The Friends of the Auburn Area Recreation and Park, Inc. (the Foundation) was created as a non-profit entity under section 501(c)(3) to receive donations, obtain grants, and conduct fundraising events to generate revenues that will enhance the District's recreation programs. The Company is reported as a blended component unit of the District because the District's governing body is also the governing body of the Foundation. The Foundation's funds are reported as restricted assets on the District's financial statements as a component of the general fund as of the year ended December 31, 2019 since the Foundation has a different fiscal year end than the District.

**Basis of Presentation – Government-wide Financial Statements:** The government-wide financial statements (i.e., the statement of net position and statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The District has no business-type activities.

The statement of activities presents direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include 1) charges paid by the recipients of goods or services offered by the programs and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented instead as general revenues.

When both restricted and unrestricted net position is available, restricted resources are used only after the unrestricted resources are depleted.

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation – Fund Financial Statements: The accounts of the District are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts. Each fund is established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions, or limitations.

The District reports the following major governmental funds:

General Fund – The General Fund is the primary operating fund of the District. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

In addition to the General Fund, the District also has special revenue funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes that are nonmajor funds:

Atwood Park Special Revenue Fund – to account for revenues and the associated expenditures of fees levied on property owners of the District that are specifically restricted for installation, maintenance and servicing of public facilities within Atwood Park.

City Mitigation Special Revenue Fund – to account for revenues and the associated expenditures of fees levied on property owners of the District that are specifically restricted for installation, maintenance and servicing of public facilities within the City of Auburn.

Measurement Focus and Basis of Accounting: The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flow takes place. Non-exchange transactions, in which the District gives or receives value without directly receiving or giving equal value in exchange, include property taxes, grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The District considers revenues to be available if they are collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period, usually 60 days. Revenues that are accrued include property taxes, interest income, and charges for current services. Revenues that are not accrued include permits and fines, forfeitures, and penalties, if applicable. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due. General capital assets are reported as expenditures in governmental funds. Proceeds of general long-term and capital assets are reported as other financing sources. The District considers property taxes available if they are collected within sixty-days after year-end.

Budgetary Principles: As required by the laws of the State of California, the District prepares and legally adopts a final balanced operating budget on or before April 1 of each fiscal year. Public hearings are conducted on the proposed final budget to review all appropriations and the sources of financing.

AUBURN AREA RECREATION AND PARK DISTRICT  
 NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Operating budgets are adopted for the General Fund on the modified accrual basis of accounting. Budgetary control and the legal level of control are at the object level which classifies expenditures by type of goods purchased and services obtained. The Statements of Revenues, Expenditures – Budget to Actual present revenues at the source level and expenditures at the function level. It is not feasible to compare budget to actual data at the object level in this report. Significant amendments and appropriation transfers from contingencies must be approved by the District’s Board of Directors. Supplemental appropriations financed by unanticipated revenues also must be approved by the Board.

The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is at the object level except for fixed assets, which are controlled at the sub-object level. Object levels of expenditures are as follows: salaries and benefits, services and supplies, other charges including debt service, capital outlay, contingencies, expenditure transfers, and other financing uses. Sub-object levels of expenditures for fixed assets are land, structures and improvements, and equipment.

Prepaid Expenses: Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid expenses/costs in both the government-wide and fund financial statements. Prepaid costs are reported in the fund financial statements as non-spendable fund balance to indicate they do not constitute resources available for appropriation.

Capital Assets: Capital assets, which include land, structures and improvements, machinery and equipment, and infrastructure assets, are reported in government-wide financial statements. Capital assets are defined as assets with an initial individual cost of more than \$1,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated acquisition value at the date of donation. Capital outlay is recorded as expenditures of the governmental funds and as assets in the government-wide financial statements to the extent the District’s capitalization threshold is met. Amortization of assets acquired by way of capital leases are included in depreciation and amortization. Structures, improvements, and equipment are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Structures	20 years
Equipment	10 years
Computer Equipment	3 years
Vehicles	8 years
Furniture	10 years
Small Tools	5 years

Compensated Absences: The District personnel policy allows employees to accumulate earned but unused vacation. Unused accrued vacation time will be paid to employees upon separation from the District’s service, subject to a vesting policy. The cost of vacation is recorded in the period accrued.

Amounts that are expected to be liquidated with expendable available financial resources, for example, as a result of employee resignations or retirements that are currently payable are reported as expenditures and fund liabilities of the governmental fund that will pay it. Amounts not expected to be liquidated with expendable available financial resources represent a reconciling item between the fund and government-wide presentation. No expenditure is reported in a governmental fund financial statements for these amounts. Compensated absences are liquidated by the General Fund.

AUBURN AREA RECREATION AND PARK DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

**Deferred Outflows and Inflows of Resources:** In addition to liabilities, the statement of net position reports separate sections for deferred outflows and deferred inflows of resources. *Deferred outflows of resources* represent a consumption of net position by the government that is applicable to a future reporting period. *Deferred inflows of resources* represent an acquisition of net position that is applicable to a future reporting period. These amounts will not be recognized as an outflow of resources (expense) or an inflow of resources (revenue) until the earnings process is complete. Deferred outflows and inflows of resources represent amounts deferred related to the District's pension and OPEB plan as described in Notes G and H.

**Pensions:** For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Other Postemployment Benefits (OPEB):** For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms.

**Property Taxes:** The County of Placer (the County) is responsible for the collection and allocation of property taxes. Under California law, property taxes are assessed and collected by the County up to 1% of the full cash value of taxable property, plus other increases approved by the voters and distributed in accordance with statutory formulas. The valuation/lien date for all property taxes is January 1. Secured property tax is due in two instalments; the first is due November 1 and delinquent with penalties after December 10; the second is due February 1 and delinquent penalties after April 10. These taxes are secured by liens on the property being taxed. Unsecured taxes are due in one instalment on billing and are subject to late payment penalties if paid after August 31.

The term "unsecured" refers to taxes on personal property other than land and buildings. Property tax revenues are recognized in the fiscal year for which they are levied, provided they are due and collected within sixty days after fiscal year-end. The County apportions secured property tax revenue in accordance with the alternate methods of distribution, the "Teeter Plan," as prescribed by Section 4717 of the California Revenue and Taxation code. Therefore, the District receives 100% of the secured property tax levies to which it is entitled, whether or not collected. Unsecured delinquent taxes are considered fully collectible.

**Unearned Revenue:** Unearned revenue represents fees received prior to March 31, 2020 for events that take place after March 31, 2020.

**Use of Estimates:** The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from these estimates.

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

**Interfund Transactions:** Operating transfers are transactions to allocate resources from one fund to another fund not contingent on the incurrence of specific expenditures in the receiving fund. Interfund transfers are generally recorded as operating transfers in and operating transfers out in the same accounting period.

Transactions between funds that represent lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). Eliminations have not been made between or within the fund types.

**Fund Balance:** In the fund financial statements, governmental funds report non-spendable, restricted, committed, assigned and unassigned balances.

**Nonspendable Funds** – Fund balance should be reported as non-spendable when the amounts cannot be spent because they are either not in spendable form, or are legally or contractually required to be maintained intact. Non-spendable balances are not expected to be converted to cash within the next operating cycle, which comprise prepaid items.

**Restricted Funds** – Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.

**Committed Funds** – Fund balance should be reported as committed when the amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority, the District’s Board of Directors. These amounts cannot be used for any other purpose unless the District’s Board modifies, or removes the fund balance commitment.

**Assigned Funds** – Fund balance should be reported as assigned when the amounts are constrained by the government’s intent to be used for specific purposes, but are neither restricted nor committed.

**Unassigned Funds** – Unassigned fund balance is the residual classification of the District’s funds and includes all spendable amounts that have not been restricted, committed, or assigned to specific purposes.

**Net Position:** The government-wide financial statements utilize a net position presentation. Net position is categorized as investment in capital assets (net of related debt), restricted and unrestricted.

**Net Investment in Capital Assets** – This category groups all capital assets into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.

**Restricted Net Position** – This category represents external restrictions imposed by creditors, grantors, contributors or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

**Unrestricted Net Position** – This category represents net position of the District not restricted for any project or other purpose.

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The District's Board establishes, modifies or rescinds fund balance commitments and assignments by passage of a resolution. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted, committed, assigned and unassigned resources as they are needed. The District's committed, assigned, or unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

New Pronouncements: In November 2016, the GASB issued Statement No. 83, *Certain Asset Retirement Obligations*. This Statement addresses accounting and financial reporting for certain asset retirement obligations (ARO's), which is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. The timing and pattern of recognition of the liability and corresponding deferred outflow of resources recorded is defined in this Statement. This Statement is effective for periods beginning after June 15, 2019.

In January 2017, the GASB issued Statement No. 84, *Fiduciary Activities*. This Statement establishes criteria for identifying and disclosing fiduciary activities of state and local governments. The focus of the criteria is on whether a government is controlling the assets of the fiduciary activity and the beneficiaries with whom a fiduciary relationship exists. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements of the government. Four fiduciary funds should be reported under this statement: Pension and other employee benefit trust funds, investment trust funds, private-purpose trust funds, and custodial funds. This Statement is effective for periods beginning after December 15, 2019.

In June 2017, the GASB issued Statement No. 87, *Leases*. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment. Any contract that meets this definition should be accounted for under the lease's guidance, unless specifically excluded in this Statement. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021.

In June 2018, the GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. This Statement enhances disclosures about capital assets and the cost of borrowing for a reporting period and simplifies the accounting for interest cost incurred before the end of a construction period. Interest cost incurred before the end of a construction period will be recognized as an expense rather than being recorded as part of the cost of capital assets in a business-type activity or enterprise fund and interest cost incurred by a fund using the current financial resources measurement focus before the end of a construction period should be recognized as an expenditure on a basis consistent with governmental fund accounting principles. The requirements of this Statement are effective for the reporting periods beginning after December 15, 2020.

The District is currently analyzing the impact of the required implementation of these new statements.



AUBURN AREA RECREATION AND PARK DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE B – CASH AND INVESTMENTS

At March 31, 2020, the District’s total cash and investments at fair value were as follows:

Cash:	
Imprest cash	\$ 580
Deposits in financial institutions	146,618
Total Cash	<u>147,198</u>
Investments	
County of Placer investment pool	3,622,837
Total Investments	<u>3,622,837</u>
Total Cash and Investments	<u>\$ 3,770,035</u>

**Investment Policy:** The County’s Board of Supervisors approves an investment policy each year and provides oversight for all pooled investments in the County Treasury. California statutes authorize districts to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 – Financial Affairs. The following table identifies the investment types that are authorized for the District by the California Government Code (or the District’s investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds	30 years	No limit	No limit
U.S. Treasury Obligations	5 years	No limit	100%
U.S. Agency Securities	5 years	No limit	75%
Bankers' Acceptances	180 days	40%	30%
Commercial Paper	270 days	40%	40%
Negotiable Certificates of Deposit	5 years	30%	30%
Repurchase Agreements	7 days	25%	20%
Reverse Repurchase Agreements	1 year	20%	May not be purchased
Mutual Funds	N/A	15%	May not be purchased
Money Market Mutual Funds	N/A	20%	10%
Mortgage Backed Securities	5 years	No limit	May not be purchased
County Pooled Investment Funds	N/A	No limit	No limit
Local Agency Investment Fund (LAIF)	365 days	40MM	40MM
Collateralized Obligation	5 years	No limit	May not be purchased
Asset Backed Securities	5 years	No limit	May not be purchased
Collateralized Certificates of Deposit	Not specified	No limit	20%
CDARS Certificates of Deposit	Not specified	30%	30%
Supranational - Washington dollar			
Denominated IDR, IFC or IAD	5 years	30%	30%
Corporate Notes	5 years	30%	30%

AUBURN AREA RECREATION AND PARK DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE B – CASH AND INVESTMENTS (Continued)

The District complied with the provisions of the California Government Code pertaining to the types of investments held, the institutions in which deposits were made and the security requirements. The District will continue to monitor compliance with applicable statutes pertaining to public deposits and investments.

Investment in the County of Placer Investment Pool: The District's cash is held in the County of Placer's cash and investment pool which is managed by the Placer County Treasurer. The District's cash balances invested in the Placer County Treasurer's cash and investment pool are stated at amortized cost, which approximates fair value. The amount invested by all public agencies in Placer County's cash and investment pool is \$1,412,784,394 at March 31, 2020. Placer County does not invest in any derivative financial products. The Placer County Treasury Investment Oversight Committee (Committee) has oversight responsibility for Sacramento County's cash and investment pool. The Committee consists of ten members as designated by State law. The value of pool shares in Placer County that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the District's position in the pool. Investments held in the County's investment pool are available on demand to the District and are stated at cost, which approximates fair value. The Treasurer may require 30 days written notice prior to any withdrawals. This investment is not subject to categorization under GASB No. 3.

Interest rate risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District's investment in the County pool has an average maturity of 382 days as of March 31, 2020.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County's external investment pool is not rated.

Concentration of Credit Risk: The investment policy of the District limits the amount that can be invested in any one issuer to the California Government Code. There are no investments in any one issuer (other than external investment pools) that represent 5% or more of total District investments.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counter-party (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investments or collateral securities that are in the possession of another party. Custodial credit risk does not apply to a local government's indirect deposits or investments in securities with governmental investment pools (such as the County of Sacramento investment pool). The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. Custodial credit risk does not apply to a local government's indirect deposits or investments in securities through the use of government investment pools.

AUBURN AREA RECREATION AND PARK DISTRICT  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 March 31, 2020

NOTE B – CASH AND INVESTMENTS (Continued)

At March 31, 2020, the carrying amounts of the District’s deposits were \$146,618, and the balances in financial institutions were \$271,441. Of the balance in financial institutions, \$250,000, was covered by federal depository insurance and \$21,441 at March 31, 2020, was covered by the pledging financial institution with assets held in a common pool for the District and other governmental agencies, but not in the name of the District.

NOTE C – INTERFUND TRANSACTIONS

Due to/from other funds: Amounts due to and from other funds are temporary loans to cover deficit cash and other shortfalls. Due to/from other funds consisted of the following at March 31, 2020:

Receivable Fund	Payable Fund	Amount
General Fund	Atwood Park Fund	\$ 11,419
		\$ 11,419

Transfer in/out: With Board approval, resources may be transferred from one District fund to another. Transfers between funds during the fiscal year ended March 31, 2020 were as follows:

Transfer In	Transfer Out	Amount
Atwood Park Fund	City Mitigation Fund	\$ 2,447 (a)
General Fund	City Mitigation Fund	293,784 (b)
		\$ 296,231

(a) - Transfer for park expenses

(b) - Transfer for capital expenditures for park cameras, bike park and James Field

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
March 31, 2020

NOTE D – CAPITAL ASSETS

Capital assets activity for the year ended March 31, 2020, is as follows:

	Balance at March 31, 2019	Additions	Deletions	Transfers	Adjustments	Balance at March 31, 2020
<b>Governmental Activities</b>						
Capital assets, not being depreciated:						
Land	\$ 1,970,546					\$ 1,970,546
Construction in progress	391,942	\$ 1,011,747		\$ (282,358)		1,121,331
Total capital assets, not being depreciated	2,362,488	1,011,747		(282,358)		3,091,877
Capital assets, being depreciated:						
Buildings and improvements	12,850,618	12,801	\$ (15,920)	84,901	\$ 6,461	12,938,861
Equipment and furniture	1,264,041	129,677	(49,426)	197,457	13,453	1,555,202
Vehicles	265,281					265,281
Total capital assets, being depreciated	14,379,940	142,478	(65,346)	282,358	19,914	14,759,344
Less accumulate depreciation						
Buildings and improvements	(9,087,840)	(370,392)	15,920			(9,442,312)
Equipment and furniture	(685,647)	(102,388)	45,373			(742,662)
Vehicles	(185,340)	(13,928)				(199,268)
Total accumulated depreciation	(9,958,827)	(486,708)	61,293			(10,384,242)
Total capital assets being depreciated, net	4,421,113	(344,230)	(4,053)	282,358	19,914	4,375,102
<b>GOVERNMENTAL ACTIVITIES</b>						
<b>CAPITAL ASSETS, NET</b>	<b>\$ 6,783,601</b>	<b>\$ 667,517</b>	<b>\$ (4,053)</b>	<b>\$ -</b>	<b>\$ 19,914</b>	<b>\$ 7,466,979</b>

Depreciation expense for the year was \$486,708 and was all charged to the recreation function.

NOTE E – LONG-TERM OBLIGATIONS

The following is a summary of long-term liabilities for the year ended March 31, 2020:

	(Restated) Balance March 31, 2019	Additions	Deletions	Balance March 31, 2020	Due Within One Year
<b>Governmental Activities:</b>					
Compensated absences	\$ 139,470		\$ (19,914)	\$ 119,556	\$ 119,556
Net pension liability	934,476	\$ 263,134	(120,181)	1,077,429	
OPEB liability	226,612	21,152		247,764	
<b>Totals</b>	<b>\$ 1,300,558</b>	<b>\$ 284,286</b>	<b>\$ (140,095)</b>	<b>\$ 1,444,749</b>	<b>\$ 119,556</b>

AUBURN AREA RECREATION AND PARK DISTRICT  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 March 31, 2020

NOTE F – FUND BALANCE

The following are the components of the Governmental Funds fund balances.

	General	Atwood Park Funds	City Mitigation Fund	Total Governmental Funds
<b>Fund balances:</b>				
<b>Nonspendable:</b>				
Prepaid expenses	\$ 90,552			\$ 90,552
<b>Total Nonspendable</b>	<b>90,552</b>			<b>90,552</b>
<b>Restricted for:</b>				
Foundation activities	9,957			9,957
Youth assistance	22,070			22,070
Arboretum grant projects	13,276			13,276
City mitigation projects			\$ 205,421	205,421
<b>Total Restricted</b>	<b>45,303</b>		<b>205,421</b>	<b>250,724</b>
<b>Committed:</b>				
Future capital construction	676,237			676,237
Annual equipment replacement	945,574			945,574
CalPERS unfunded liability	183,200			183,200
ADA reserve	25,032			25,032
<b>Total Committed</b>	<b>1,830,043</b>			<b>1,830,043</b>
<b>Unassigned:</b>				
Annual contingency	450,000			450,000
Unassigned	996,657	\$ (11,419)		985,238
<b>Total Unassigned</b>	<b>1,446,657</b>	<b>(11,419)</b>		<b>1,435,238</b>
<b>Total Fund Balances</b>	<b>\$ 3,412,555</b>	<b>\$ (11,419)</b>	<b>\$ 205,421</b>	<b>\$ 3,606,557</b>

NOTE G – DEFINED BENEFIT PENSION PLAN

**Plan Description:** All qualified permanent and probationary employees are eligible to participate in the District's cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). The District has the following cost-sharing rate plans:

- Miscellaneous Plan
- PEPRM Miscellaneous Plan

Benefit provisions under the Plan are established by State statute and Board resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website at [www.calpers.ca.gov](http://www.calpers.ca.gov).

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE G – DEFINED BENEFIT PENSION PLAN (Continued)

**Benefits Provided:** CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 55 (62 for PEPRA Miscellaneous Plan) with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

The Plan’s provisions and benefits in effect at March 31, 2020, are summarized as follows:

	Miscellaneous Plan (Prior to January 1, 2013)	PEPRA Miscellaneous Plan (On or after January 1, 2013)
Hire date		
Benefit formula (at full retirement)	2.0% @ 55	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.092% to 2.418%	1.0% to 2.5%
Required employee contribution rates - 2019/20	7.000%	6.500%
Required employer contribution rates - April to June 2019	9.635%	7.266%
Required employer contribution rates - July 2019 to March 2020	10.327%	7.072%

In addition to the contribution rates above, the District was required to make a payment of \$58,236 toward its unfunded actuarial liability during the year ended March 31, 2020. The Miscellaneous Plan is closed to new members that are not already CalPERS eligible participants.

**Contributions:** Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of March 31 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the year ended March 31, 2020, the employer contribution to the Plan (all rate plans combined) was \$228,456, including the contribution for the employers unfunded accrual liability.

**Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:** As of March 31, 2020, the District reported a net pension liability for its proportionate share of the net pension liability of \$1,077,429.

The District’s net pension liability is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 rolled

AUBURN AREA RECREATION AND PARK DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE G – DEFINED BENEFIT PENSION PLAN (Continued)

forward to June 30, 2019 using standard update procedures. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The District’s proportionate share of the net pension liability for the Plan as of March 31, 2020 and 2019 were as follows:

	<u>Miscellaneous Plan</u>
Proportion - June 30, 2019	0.02480%
Proportion - June 30, 2020	0.02691%
Change - Increase (Decrease)	0.00211%

For the year ended March 31, 2020, the District recognized pension expense of \$324,186. At March 31, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to the Plan combined from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$ 190,844	
Change in assumptions	51,377	\$ 18,213
Net differences between projected and actual earnings on plan investments		18,837
Difference between actual and allocated contributions		56,326
Difference between expected and actual experience	74,832	5,798
Adjustment due to differences in proportions	<u>119,986</u>	
Total	<u>\$ 437,039</u>	<u>\$ 99,174</u>

The \$190,844 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended March 31, 2020. Other amounts reported as net deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Fiscal Year Ended June 30</u>	
2020	\$ 122,882
2021	8,444
2022	11,888
2023	<u>3,807</u>
	<u>\$ 147,021</u>

AUBURN AREA RECREATION AND PARK DISTRICT  
 NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE G – DEFINED BENEFIT PENSION PLAN (Continued)

**Actuarial Assumptions:** The total pension liabilities in the actuarial valuations for the Plan was determined using the following actuarial assumptions:

Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
<b>Actuarial Assumptions:</b>	
Discount Rate	7.15%
Inflation	2.50%
Projected Salary Increase	0.4% - 8.5% <sup>(1)</sup>
Mortality	Derived using CalPERS Membership Data for all Funds

<sup>(1)</sup> Depending on entry age and service

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2018 valuation were based on the results of a December 2017 actuarial experience study for the period 1997 to 2015. Further details of the Experience Study can be found on the CalPERS website.

**Discount Rate:** The discount rate used to measure the total pension liability was 7.15% for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate is applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.15 percent investment return assumption used in this accounting valuation is gross of administrative expenses. Administrative expenses are assumed to be 15 basis points.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.



AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE G – DEFINED BENEFIT PENSION PLAN (Continued)

The table below reflects the long-term expected real rate of return by asset class for the Plan. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	50.0%	4.80%	5.98%
Global Fixed Income	28.0%	1.00%	2.62%
Inflation Sensitive	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1.0%		-0.92%
Total	<u>100.0%</u>		

(a) An expected inflation of 2.00% used for this period.

(b) An expected inflation of 2.92% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate: The following presents the District's proportionate share of the net pension liability for the Plans, calculated using the discount rate for the Plans, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

1% Decrease	6.15%
Net Pension Liability	\$ 1,919,941
Current Discount Rate	7.15%
Net Pension Liability	\$ 1,077,429
1% Increase	8.15%
Net Pension Liability	\$ 381,994

Pension Plan Fiduciary Net Position: Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE H – OTHER POSTEMPLOYMENT BENEFIT PLANS

Plan Description: The District administers a single employer defined benefit healthcare plan (the Retiree Health Plan). The District currently provides retiree health benefits to eligible Non-bargaining employees. The District sponsors healthcare coverage under the California Public Employees Medical and Hospital Care Act ("PEMHCA"), commonly referred to as PERS Health. PEMHCA provides health insurance through a variety of Health Maintenance Organization (HMO) and Preferred Provider Organization (PPO) options.

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE H – OTHER POSTEMPLOYMENT BENEFIT PLANS (Continued)

Non-represented employees are eligible for District-paid retiree medical benefits upon attainment of age 50 and 5 years of service. The District contributes the PEMHCA minimum under the unequal method (5% times number of years the District has been in PEMHCA). The District’s non-represented group joined PEMHCA in 2015. Employees must work more than 30 hours a week to be eligible for benefits. The statutory minimum was \$136.00 per month for 2019 that the District designates for PEMHCA. The \$136.00 per month increased to \$139.00 per month in 2020, which is scheduled by law to be indexed with medical inflation (CPI) for years 2021 and thereafter. In addition to the PEMHCA minimum, the District pays all administrative fees.

The Plan does not issue separate financial statements. No assets are accumulated in a trust that meets the criteria in GASB Statement 75, paragraph 4, to pay related benefits.

Effective August 1, 2020, the District is amending its plan to include represented employees, both active and retired, which would result in an increase in the OPEB liability by as much as \$635,000.

Employees Covered by Benefit Terms: As of the March 31, 2020 valuation, the following employees were covered by the Plan’s benefit terms:

Active employees	14
Inactive employees or beneficiaries currently receiving benefit payments	7
	21

Contributions: The contribution requirements of Plan members and the District are established and may be amended by the District’s Board of Directors subject to the District’s Memorandums of Understanding with bargaining units. The required contribution is based on actual retiree health insurance premium payments required under the Plan. For the year ended March 31, 2020, the District contributed \$462 to the Plan through pay-as-you-go health insurance benefit payments on behalf of Plan members. Plan members did not make any contributions to the Plan. The District does not contribute to a trust fund on behalf of employees.

OPEB Liability: The District’s OPEB liability of \$247,764 was measured as of March 31, 2020, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of March 31, 2020.

Actuarial Assumptions: The net OPEB liability in the March 31, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Discount rate	2.48%
Salary increases	2.75%
Inflation	2.75%
Healthcare cost trend rates	6.00% for 2020; 5.90% for 2021; 5.80% for 2022; and decreasing 0.10% per year to an ultimate rate of 5.00% for 2029 and later years
Mortality rates	Derived using CalPERS membership data
Pre-Retirement	Derived using CalPERS membership data

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE H – OTHER POSTEMPLOYMENT BENEFIT PLANS (Continued)

Pre-retirement mortality rates were based on the RP-2014 Employee Mortality Table for Males or Females, as appropriate, without projection. Post-retirement mortality rates were based on the RP-2014 Health Annuitant Mortality Table for Males or Females, as appropriate, without projection.

**Discount Rate:** The discount rate used to measure the total OPEB liability was 2.48%. The discount rate is based on the Fidelity GO AA 20 Years Municipal Index.

**Changes in the Total OPEB Liability:** The change in the total OPEB liability for the plan is as follows:

	Total OPEB Liability
Balance at March 31, 2019	\$ 226,612
Changes for the year:	
Service cost	16,000
Interest on the total OPEB liability	5,614
Benefit payments	(462)
Net changes	21,152
Balance at March 31, 2020	\$ 247,764

**Sensitivity of the Total OPEB Liability to Changes in the Discount Rate:** The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1% Decrease 1.48%	Discount Rate 2.48%	1% Increase 3.48%
Total OPEB liability	\$ 288,391	\$ 247,764	\$ 214,355

**Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates:** The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates:

	1% Decrease (5.00% decreasing to 4.00%)	Current Healthcare Cost Trend Rates (6.00% decreasing to 5.00%)	1% Increase (4.00% decreasing to 6.00%)
Total OPEB liability	\$ 207,550	\$ 247,764	\$ 298,854

**OPEB Plan Fiduciary Net Position:** The Plan does not have fiduciary net position as the District does not contribute to a qualified trust fund on behalf of the participants.

**OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB:** For the year ended March 31, 2020, the District recognized OPEB expense of \$21,152. At March 31, 2020, the District reported no deferred outflows or inflows.

AUBURN AREA RECREATION AND PARK DISTRICT  
NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

**NOTE I – RISK MANAGEMENT**

The District is self-insured for comprehensive liability coverage as a member of the California Association for Park and Recreation Insurance (CAPRI). CAPRI is a public agency risk pool created pursuant to a joint powers agreement between the numerous member Districts. CAPRI manages one pool for all member agencies. Each member pays an annual premium to the system based on numerous factors including the number of personnel, types and values of assets held, and an experience factor. CAPRI reinsures through a commercial carrier for claims in excess of \$750,000 for each insured event. The District also participates in the Special District Risk Management Authority (SDRMA) Workers' Compensation and Employers' Liability Coverage Agreement.

Coverage provided under CAPRI and SDRMA are as follows:

Workers' compensation coverage of \$5,000,000 under (SDRMA) with zero member deductible.

Comprehensive general liability coverage with a \$25,000,000, including \$750,000 (CAPRI) self-insured limit per occurrence for personal injury and property damage to which the coverage applies. There is no deductible to the District.

Public officials and employee liability coverage with a \$1,000,000 annual aggregate limit per member district because of a wrongful act which occurs during the coverage period for which the coverage applies. There is a \$25,000 deductible for any covered claim for wrongful termination payable by the District.

Flood and earthquake coverage with an annual aggregate limit of \$5,000,000 for all the member districts. The deductible for all loss or damage arising from the risks of flood and/or earthquake is \$50,000 per occurrence, or 5% for earthquake and \$20,000 for flood, of the value of the building, contents, and/or structure damaged, whichever is greater.

Theft and employee dishonesty coverage with a limit of \$1,000,000 and a deductible of up to \$25,000 per occurrence.

AUBURN AREA RECREATION AND PARK DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS

March 31, 2020

NOTE J – RESTATEMENT OF NET POSITION AND FUND BALANCE

During the year ended March 31, 2020 the District discovered certain errors and reclassifications to the March 31, 2019 financial statements. In addition, during the year ended March 31, 2020, the District adopted GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. This Statement required the District to recognize in its financial statements the net OPEB liability, deferred outflows of resources and deferred inflows of resources for the District’s OPEB plan. Due to implementation of this Statement, an OPEB liability was added of \$226,612, which decreased net position by \$226,612 as of April 1, 2019. As a result of the prior period adjustments, the net position and fund balance reported on the statement of activities and the statement of revenues and expenditures as of April 1, 2019 have been restated as follows:

	<u>Governmental Activities</u>	<u>General Fund</u>	<u>Non-Major Funds</u>
Net position and fund balance as of March 31, 2019, as previously reported	\$ 10,015,299	\$ 3,323,966	\$ 513,954
Change in accounting principal adoption of GASB Statement No. 75	(226,612)		
Remove compensated absences from the General Fund not currently payable		119,556	
Report Youth Services within the General Fund instead of a separate Special Revenue fund		20,203	(20,203)
Report Foundation activities, considered to be a component unit of the District	36,195	36,195	
Total Restatements	<u>(190,417)</u>	<u>175,954</u>	<u>(20,203)</u>
Net position and fund balance as of April 1, 2019 as restated	<u>\$ 9,824,882</u>	<u>\$ 3,499,920</u>	<u>\$ 493,751</u>

NOTE K – SUBSEQUENT EVENT

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) pandemic. The COVID-19 outbreak is disrupting supply chains and affecting production and sales across a range of industries. The extent of the impact of COVID-19 on the District’s operation and financial performance depends on certain developments, including the duration and spread of the outbreak, and the impact on the public, taxpayers, employees and vendors, all of which are uncertain and not determinable. At this point, the extent to which COVID-19 may impact the financial condition or results of operations is uncertain.

## **REQUIRED SUPPLEMENTARY INFORMATION**

AUBURN AREA RECREATION AND PARK DISTRICT

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended March 31, 2020

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
<b>REVENUES</b>				
Property taxes	\$ 3,331,271	\$ 3,331,271	\$ 3,453,352	\$ 122,081
Charges for current services	1,325,160	1,325,160	1,319,983	(5,177)
Use of money and property	177,577	177,577	180,811	3,234
Mitigation fees	275,300	275,300	275,300	-
Interest income	68,410	68,410	67,187	(1,223)
Grants and donations	57,840	57,840	38,744	(19,096)
Other revenues	43,460	43,460	43,534	74
Total revenues	<u>5,279,018</u>	<u>5,279,018</u>	<u>5,378,911</u>	<u>99,893</u>
<b>EXPENDITURES</b>				
Salaries and benefits	3,267,478	3,267,478	3,157,557	109,921
Services and supplies	1,589,464	1,589,464	1,448,278	141,186
Capital outlay	1,459,555	1,459,555	1,154,225	305,330
Total expenditures	<u>6,316,497</u>	<u>6,316,497</u>	<u>5,760,060</u>	<u>556,437</u>
Excess (Deficit) of Revenues Over (Under) Expenditures	(1,037,479)	(1,037,479)	(381,149)	656,330
<b>Other Financing Sources (Uses)</b>				
Operating transfers in	-	-	293,784	293,784
Total other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>293,784</u>	<u>293,784</u>
Change in fund balance	(1,037,479)	(1,037,479)	(87,365)	950,114
Fund Balances, April 1, 2019, as previously reported	3,323,966	3,323,966	3,323,966	
Restatement of fund balance	<u>175,954</u>	<u>175,954</u>	<u>175,954</u>	
Fund Balances, April 1, 2019, as restated	<u>3,499,920</u>	<u>3,499,920</u>	<u>3,499,920</u>	
Fund Balances, March 31, 2020	<u>\$ 2,462,441</u>	<u>\$ 2,462,441</u>	<u>\$ 3,412,555</u>	<u>\$ 950,114</u>

AUBURN AREA RECREATION AND PARK DISTRICT

REQUIRED SUPPLEMENTARY INFORMATION

For the Year Ended March 31, 2020

**SCHEDULE OF THE PROPORTIONATE SHARE OF THE  
NET PENSION LIABILITY - MISCELLANEOUS PLAN (UNAUDITED)  
Last 10 Years**

	March 31, 2020	March 31, 2019	March 31, 2018	March 31, 2017	March 31, 2016	March 31, 2015
Proportion of the Net Pension Liability	0.02691%	0.02480%	0.02452%	2.24600%	0.02011%	Varies by plan
Proportionate Share of the Net Pension Liability	\$ 1,077,429	\$ 934,476	\$ 966,748	\$ 780,085	\$ 458,264	\$ 458,264
Covered Payroll - Plan Measurement Period	\$ 1,807,953	\$ 2,059,494	\$ 1,874,726	\$ 1,719,670	\$ 1,333,961	\$ 1,333,961
Proportionate Share of the Net Pension Liability as Percentage of Covered Payroll	59.59%	45.37%	51.57%	45.36%	34.35%	34.35%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	82.80%	83.05%	80.31%	80.64%	84.02%	86.17%

Notes to Schedule:

Change in Benefit Terms: None.

Changes in Assumptions: The demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate.

Omitted Years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date.

**SCHEDULE OF CONTRIBUTIONS TO THE PENSION PLAN - MISCELLANEOUS PLAN (UNAUDITED)  
Last 10 Years**

	March 31, 2020	March 31, 2019	March 31, 2018	March 31, 2017	March 31, 2016	March 31, 2015
Contractually Required Contribution (Actuarially Determined)	\$ 164,229	\$ 156,700	\$ 146,616	\$ 128,997	\$ 121,477	\$ 150,179
Contributions in Relation to the Actuarially Determined Contributions	(164,229)	(156,700)	(146,616)	(128,997)	(121,477)	(150,179)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll - Employer Fiscal Year	\$ 1,961,011	\$ 2,244,919	\$ 2,059,494	\$ 1,874,726	\$ 1,719,670	\$ 1,333,961
Contributions as a Percentage of Covered Payroll	8.37%	6.98%	7.12%	6.88%	7.06%	11.26%

Notes to Schedule:

Valuation date: June 30, 2017 June 30, 2016 June 30, 2015 June 30, 2014 June 30, 2013 June 30, 2012

Methods and Assumptions Used to Determine Contribution Rates:

Amortization Method	Entry age normal					
Remaining Amortization Period	Level percentage of payroll, closed					
Asset Valuation Method	Varies, not more than 30 years					
	Market Value	Market Value	Market Value	Market Value	Market Value	15-year smoothed market
Inflation	2.625%	2.75%	2.75%	2.75%	2.75%	2.75%
Salary Increases	(2)	(3)	(2)	(2)	(2)	(2)
Investment Rate of Return	7.25% (1)	7.375% (1)	7.50% (1)	7.50% (1)	7.50% (1)	7.50% (1)
Payroll growth	2.75%	3.00%	3.00%	3.00%	3.00%	3.00%

Notes to Schedule:

(1) Net of administrative expenses, includes inflation.

(2) 0.40% to 8.50% depending on entry age and service.

(3) 3.20% to 12.20% depending on entry age and service.

Omitted Years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date. Future years will be reported prospectively as they become available.



AUBURN AREA RECREATION AND PARK DISTRICT

REQUIRED SUPPLEMENTARY INFORMATION

For the Year Ended March 31, 2020

**SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS (UNAUDITED)**

	2020
<b>Total OPEB liability:</b>	
Service cost	\$ 16,000
Interest	5,614
Benefit payments	(462)
Net change in total OPEB liability	21,152
Total OPEB liability - beginning	226,612
Total OPEB liability - ending	\$ 247,764
Covered-employee payroll - measurement period	\$ 719,947
Total OPEB liability as percentage of covered-employee payroll	34.41%
Notes to schedule:	
Valuation date	March 31, 2020
Measurement period - fiscal year ended	March 31, 2020

Note: No assets are accumulated in a trust that meets the criteria in GASB Statement 75, paragraph 4, to pay related benefits.

Benefit changes. None.

Changes in assumptions. None.

Omitted years: GASB Statement No. 75 was implemented during the year ended March 31, 2020. No information was available prior to this date. Information will be added prospectively as it becomes available until 10 years are reported.

## **Item 4.6 Cover sheet – Unfunded CalPERS Pension Reserve Funding**

**Auburn Area Recreation and Park District Finance Committee July, 2020**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) adjust the amount of FY 20/21 funding for the CalPERS pension reserve?

### **Background**

ARD District Policy states the following regarding funding for the CalPERS Pension Reserve:

5. Unfunded CalPERS Pension Reserve Funding GASB 68: Contributions to this fund may occur at any time but will be included in the budget each fiscal year at an amount that represents at least 10% of the known unfunded liability per the current GASB68 report and shall be funded at a minimum of 50% of the entire known liability.

ARD is billed for and pays CalPERS extra money each year towards this unfunded liability. This extra payment rarely keeps up with the unfunded liability. ARD's CalPERS Reserve was established to try and bridge the gap (to half of the liability).

For FY 20/21, ARD has budgeted \$45,800, based on the past year's funding. The actual known unfunded liability for fiscal year ending 2019 is \$934,476. The 10% as required by policy would be \$93,400 (a difference of \$47,600 compared to what is budgeted).

There is \$183,200 in the Unfunded Liability Reserve Fund (before the \$45,800 transfer).

FY20/21 has seen ARD make \$1.2 million in cuts due to the COVID-19 crisis, and includes a \$190,000 transfer from ARD's Contingency Reserve.

The Board of Directors requested this be sent back to the Finance Committee to find a way to partially fund the remaining \$47,600 due to the Contingency Reserve per policy. It is noted, a special transfer was approved in the amount of \$90,000 to the Contingency Reserve, on May 29, 2020 increased the Contingency Reserve to \$540,000. As well as the transfer in, the District has also allocated a transfer of \$190,000 out the Contingency Reserve to the General Fund to fund expenses in the 2020-21 Final Budget, leaving a remaining balance of \$350,000.

### **Recommendation for the Finance Committee**

Staff recommends that the Finance Committee provide a recommendation to the Board that ARD only transfer the budgeted \$45,600 for FY 20/21. Funding the extra \$47,600 to this Reserve account will lead to more money coming out of the Contingency Reserve and/or more cuts.

### **Alternatives available**

- 1) Fund the extra \$47,600 or a smaller percentage of this from ARD's Contingency Reserve. Staff suggests making this change at the mid-year revision in October.
- 2) Change the policy to allow for some flexibility in how much is funded.
- 3) Make additional cuts to the current budget to allow for \$20,000 – 47,600 funding to the Contingency Reserves. Staff suggests making this change at the mid-year revision in October.

**Fiscal Impact**

Zero - \$47,600

**Attachments**

None

## **Item 4.7 Cover sheet – Placer County Auditor-Controller MOU**

**Auburn Area Recreation and Park District (ARD) Finance Committee Meeting July, 2020**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) enter in to a Memorandum of Understanding (MOU) with the Placer County Auditor-Controller for services provided?

### **Background**

On June 26, 2020, Andrew Sisk, Placer County Auditor-Controller, sent the following email to ARD:

As you all know, the County Auditor-Controller provides a number of services to special districts, joint powers authorities and other local agencies. These services include, but are not limited to, accounting, auditing, financial and payroll. Most of you are also aware the County implemented a new Enterprise Resource Planning System, Workday, during the past two fiscal years that must be used to support the services we provide. As a result, I decided it was time to memorialize the services we provide, and more importantly, the cost to provide said services.

I believe we have developed a sound methodology and rate structure for each of the services we provide, which will provide consistency Countywide to each of you. The MOU attached has been tailored to each of you for the services we believe we provide to you currently or have recently requested going forward. The MOU does not include any charge to conduct your annual financial audit as our professional standards require a separate engagement letter to do so.

### **Recommendation for the Finance Committee**

Review and send a positive recommendation to the Board to approve the MOU.

### **Fiscal Impact**

\$1,055.46 (covers July 1, 2020 – June 30, 2021). The following is a breakdown of the costs:

General accounting:               \$805.46  
Appropriation GANN Limit: \$250.00

### **Attachments**

MOU between ARD and the Placer County Auditor-Controller



## COUNTY OF PLACER

## OFFICE OF AUDITOR-CONTROLLER

ANDREW C. SISK, CPA  
Auditor-Controller  
E-mail: [asisk@placer.ca.gov](mailto:asisk@placer.ca.gov)

NICOLE C. HOWARD, CPA  
Assistant Auditor-Controller  
E-mail: [nhoward@placer.ca.gov](mailto:nhoward@placer.ca.gov)

June 10, 2020

To the Board of Directors and Management  
Auburn Area Park and Recreation District

The Auditor-Controller is pleased to confirm our understanding of the terms and costs of our services under this agreement for the 2020-2021 fiscal year.

### A. Scope of Services

The Auditor-Controller will provide the following services to Auburn Area Park and Recreation ("District"):

1. **General Accounting** – includes use of County's centralized accounting system and recording of financial system entries submitted by the District. Transactions will be reviewed for authorization by appropriate District personnel prior to processing. This also includes compiling the District's financial information to report within the County's A-87 Cost Plan, if applicable.
2. **Accounts Payable** – includes processing payment claims by warrant, wire or ACH. Claims will be reviewed to validate authorized District signers have approved the payment prior to processing, recording and mailing payments. Any invoices submitted with payment claims will be scanned and archived for retention. Review of invoices for mathematical accuracy and appropriateness of expenditure is not part of the service agreement. Maintaining vendors and payments for purposes of 1099 reporting along with issuing 1099 forms for the calendar year, if applicable.
3. **Gann Limit** - calculation of appropriation limit for the current fiscal year and measurement (testing) of appropriation limit for the previous fiscal year to assist the District in meeting the requirements of Article XIII B, Section 1.5 of the California Constitution.

### B. Term

The term of this Agreement will commence on July 1, 2020 and end on June 30, 2021. Subject to written agreement of the parties, this agreement may be renewed annually.

### C. Responsibilities of Auditor-Controller

The Auditor-Controller's responsibility under this Agreement is to perform the services enumerated above. The Auditor-Controller will not audit accounting entries, payment claims or budget transactions, nor will we validate the appropriateness of accounting transactions or claims for payment.

The Auditor-Controller's services are not designed to detect instances of fraud, noncompliance with laws or regulations or significant errors; however, the Auditor-Controller will communicate to District any known and suspected fraud, noncompliance with laws or regulations or significant errors that come to their attention. Neither the County nor the Auditor-Controller will be held liable should any instances of fraud, noncompliance with laws or regulations or significant errors be subsequently discovered by either District or through a claim or lawsuit to District.

### D. Responsibilities of District Management

2970 Richardson Drive / Auburn, California 95603 / (530) 889-4160 / Fax (530) 889-4163  
Internet Address: <http://www.placer.ca.gov> / email: [auditor@placer.ca.gov](mailto:auditor@placer.ca.gov)

District is responsible for (1) ensuring all transactions are submitted and/or approved by authorized staff, (2) reviewing all transactions prior to submittal to ensure appropriateness of the expenditure, compliance with laws or regulations and to check for significant errors and fraud, (3) retaining all source documents, and (4) providing all District Board authorized budgets and budget amendments. District is encouraged to routinely provide accounting reports and payment registers to its Board for review.

District agrees to inform County of significant noncompliance, fraud and/or errors immediately upon discovery.

For all services provided District management agrees to assume all management responsibilities; oversee the services by designating an individual who possesses suitable skill, knowledge, and/or experience to understand the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. District agrees to hold the County and the Auditor-Controller harmless for any subsequent claims or lawsuits that may arise from the results of the services.

Annual Cost and Billing

The annual cost of services identified above is \$1,055.46. Your District will be billed by journal entry during the third quarter of the fiscal year for the entire annual costs. A copy of the journal entry will be provided to your District.

Agreement

The Auditor-Controller appreciates the opportunity to be of service to you and believes this letter accurately summarizes the significant terms of your agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements. Please execute this document and return the original version to my office at your earliest convenience.

Sincerely,

Andrew C. Sisk, CPA  
Auditor-Controller

We, the undersigned, have read and agree to the terms of this Agreement. We represent we have the authority to execute this Agreement on behalf of the Auburn Area Park and Recreation.

Authorized Signature Director: \_\_\_\_\_ Dated: \_\_\_\_\_

Authorized Signature Board Chair: \_\_\_\_\_ Dated: \_\_\_\_\_

District Name: \_\_\_\_\_