

**AUBURN AREA RECREATION AND PARK DISTRICT  
MEETING OF THE ACQUISITION AND DEVELOPMENT COMMITTEE AGENDA  
TUESDAY, JULY 20, 2021, 4:00 PM**

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://us06web.zoom.us/j/86468084865>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 864 6808 4865 to participate.

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

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

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

**1.0 CALL TO ORDER**

Gray \_\_\_\_ Ferris \_\_\_\_

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

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

**4.0 BUSINESS**

**4.1 Approval of Minutes from the June 15, 2021 Acquisition & Development Meeting (Pages 3 – 4)**

**Recommendation:** Review and approve minutes.

**Discussion items:**

1. Walking Routes in Auburn. (Page 5)
2. Bowman School Undeveloped Property and Possible Joint Use Agreement. (Pages 6 – 11)
3. 2021 – 2022 Project Activity Report – see attachment. (Pages 12 – 15)

**5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS**

None.

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**AUBURN AREA RECREATION AND PARK DISTRICT**

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

**ADJOURNMENT**

7-15-21  
Date

12:40  
Time

  
Secretary to the Board

**Auburn Area Recreation and Park District**  
**Minutes of the Acquisition & Development Committee Meeting**  
Tuesday, June 15, 2021 at 10:30 AM  
Canyon View Community Center, Board Room  
471 Maidu Drive, Auburn, CA 95603

**1.0 CALL TO ORDER**

The meeting of the Acquisition & Development Committee was called to order at 10:30 a.m.

**ROLL CALL**

Directors Gray and Ferris were present.

**.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

The agenda was approved by the Committee with discussion item #1. Being moved to before item 4.1.

**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**

**Discussion item #1. DeWitt Community Complex Update** – Charlene Daniels gave the Acquisition & Development Committee an update on the DeWitt Complex.

**4.1 Approval of Minutes from the May 17, 2021 Acquisition & Development Meeting**

The minutes from the May 17, 2021 Acquisition & Development Meeting were approved by the Committee.

**4.2 Resolution Number 2021-12: Resolution Number 2021-21, A Resolution of the Board of Directors of the Auburn Area Recreation & park District, Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2021 – 2022 for the Atwood Ranch III Landscaping and Lighting Assessment District**

Directors Gray and Ferris reviewed and approved Resolution Number 2021-12: Resolution Number 2021-21, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2021 – 2022 for the Atwood Ranch III Landscaping and Lighting

Assessment District and forwarded it to the Board of Directors for review and adoption.

**4.3 Resolution Number 2021-13 Indemnifying Placer County for Collection of Atwood III Assessments**

Directors Gray and Ferris reviewed and approved Resolution Number 2021-13 Indemnifying Placer County for Collection of Atwood III Assessments and forwarded it to the Board of Directors for review and adoption.

**4.4 Amending Fiscal Year 2021/2022 Project List & CIP**

Directors Gray and Ferris reviewed and approved amending Fiscal Year 2021/2022 Project List & CIP and forwarded it to the Board of Directors for review and approval.

**Discussion Items:**

1. Walking Routes in Auburn – District Administrator Kahl Muscott will set up a meeting with Don Levy. This is an ongoing discussion item.

2. 2021 – 2022 Project Activity Report – this item was reviewed with the Committee and staff by Landscape Architect Mike Scheele.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS**

None.

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNED**

As there was no further business, the meeting was adjourned at 11:16 a.m.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

## **COVER SHEET – Discussion item: Walking Routes in Auburn**

Auburn Area Recreation and Park District (ARD) Acquisition and Development Committee meeting  
May 2021; June, 2021; July, 2021

### **The Issue**

A discussion of walking routes and maps in the Auburn area.

### **Background**

A discussion of walking routes in and around Auburn and associated maps.

Staff has spoken with John Donlevy, Auburn City Manager. He is very interested in working with ARD in putting together some maps that show walking routes in the city. John said that the City has GIS information that can assist.

Staff suggested that a small sub-committee of the ARD A&D Committee, staff and City staff could meet.

City staff are generally available on Thursdays between 10am and 2pm.

### **Recommendation for the Acquisition and Development Committee**

Review and comment. Provide direction. Discuss available dates and times to meet with the City.

### **Attachments:**

None.

# **COVER SHEET – Discussion Item - Bowman School Undeveloped Property and Possible Joint Use Agreement**

**Auburn Area Recreation and Park District Acquisition and Development Committee December, 2016; Board of Directors meeting December, 2016; A&D Committee February, 2017; March, 2017; July, 2021**

## **The Issue**

A review and discussion of undeveloped property owned by the Bowman Charter School. Bowman School is looking for a partner for a Joint Use Agreement.

## **Background**

Bowman Charter School owns approximately 6 acres of undeveloped land next to their existing school grounds. A multi-purpose sports field is planned for this property. On 11/30/16, Bowman School Principal Kelly Graham met with ARD staff to discuss a possible Joint Use Agreement.

Kelly explained that Bowman does not have the funds to develop the 6 acres. Bowman is currently exploring the option of finding a partner that would accept the donation of the land. The partner would then develop/improve the property and enter into a Joint Use Agreement with Bowman School. This Joint Use Agreement would also include use of the gym. Kelly stated that Bowman School use of the field would generally end before 5pm during school days.

The approximate cost to develop the property is not known at this time. Environmental review would also need to be conducted before any construction could begin. Neighboring properties have previously aired concerns about field lighting.

The Bowman Charter School is getting ready to start construction of a new gymnasium and a few classrooms. The construction for this project is estimated to be completed in late 2017.

Kate Kirsh with Foothill Associates was able to provide a rough estimate of costs to develop the property. This rough estimate is attached.

At the December Board meeting, it was also suggested that staff get responses to a few questions. Those questions, and the responses from Kelly are as follows:

- 1) When would Bowman want/expect the property to be developed? Would it be possible for ARD to accept the donation but not finish improvements for 5 or 10 years? 5 years would be doable for our Board but more than that seems to be too far out for our Trustees.
- 2) Having lights for the fields would be important to ensure the maximum use of the facilities. I know we spoke briefly about this. What is your impression about how that will be received by the Ackerman Board and the neighbors? Lights, our board feels, would be a community decision. We would not stand in the way of them but it certainly would change the dynamics of the neighborhood.
- 3) Are the outdoor restrooms part of the gym project? At this time those restrooms are not in the gym project.

At the February A&D meeting, it was requested that staff contact Bowman regarding the timeline issue. An email was sent expressing concern about ARD's ability to be able to fund the project in 5 years, and to see if there was any wiggle room in that timeline (to go longer). Kelly responded:

*Our Trustees wouldn't want to tie the property up in a JUA without any fields to use. That is a long time with a great many unknowns.*

*I was thinking of reaching out to Placer County parks as well maybe between the three of us and community we could get something done?*

*I know soccer tournaments are a big deal and obviously we have the hotel space in the area to host, especially with the new Marriott going in right next door. Maybe a sponsorship with them as well since they would be the benefit of customers coming to stay at tournaments?*

*Thoughts on those ideas?*

Staff responded that those ideas have some merit, with Placer County Parks going through a Master Plan update.

**From Kelly Graham:**

In late May, 2021, Kelly reached back out, inquiring about any status changes. The following is the email exchange regarding this most recent discussion:

Good afternoon Kahl,

Hope you are well!

Thought I would reach out to see if there is any interest in ARD possibly wanting to execute a JUA on our proposed soccer field next to the school?

As you know we have about 6 acres there ready to to clear and build at least one possibly 2 soccer fields. The property cost us approximately \$600k. The environmental impact reports have been done which cost about \$50k and they all came back clean.

I am retiring this year but now that the gym and parking lot are done we want to complete this project. Obviously it would benefit the school district if there was interest from ARD in helping construct the field.

Just thought I would check before we begin to plan and break ground later this year.

**From Kahl Muscott:**

Regarding the property, can you share some specifics of what the school would be looking for from ARD in this partnership/JUA? Is the school looking for money to help develop the property? Staff to maintain it? Someone to schedule the use?

Any information would be helpful, as I will want to run this by our Board. From a financial perspective, we are pretty strapped, and unless we were to eliminate several (many) projects from our 5-Year CIP, we would not have the funding available to participate in the development. That all said, the Board will still want to review the opportunity.

**From Kelly Graham**

Here are my thoughts, of course this could all be negotiated with our Board and myself.

Hope this makes sense:

We provide the property, the environmental impact reports and the design fees.

We would also maintain it and put in the grass and water system.

ARD would do the land prep, (clearing, leveling, etc) and any DSA requirements. (Stairs, ramps, etc) If you wanted out buildings you could add those as well.

ARD and the school would be the only users of the facility with ARD's use coming after school use hours of 5:30 pm M-Fri. Weekends are ARD's first to reserve, school would have second choice.

Going forward there would never be fee's for ARD just a contribution to field prep materials (fertilizers, over seed, etc)

There is enough space, if ARD was so inclined, to put in 2 comp soccer fields and a softball field (with overlap) or could do 1 field with a phase in concept over time. (or just do one field)

I am free if anyone wants to meet, see prelim drawings, walk the property, etc.

I think this could really be a win/win for North Auburn!

**Recommendation for the A&D Committee**

Review the information from Foothill Associates and the responses from Kelly Graham. Forward to the ARD Board of Directors.

As was the case in previous discussions about this property, ARD does not have the funds available to develop the property, even with quite a bit of the work being done by Bowman. There is still close to a million dollars in improvements that would need to be made by ARD, using 2016 numbers. That is a lot for a field that we could only use after 5:30pm weekdays and as needed on the weekends.

**Fiscal Impacts:**

The rough, estimated costs to develop this property are attached.

**Attachments:**

Rough estimate of costs to develop the Bowman School property  
Bowman School Facility Master Plan conceptual information



**Bowman School Sports Field  
Draft Implementation Cost Estimate**

*2016  
Numbers*

	<b>Costs</b>
<b>Site Survey Work</b>	
Arborist Survey and Report	\$6,000
Wetland Delineation	\$7,000
Parcel Boundary and Topographic Survey	\$20,000
Biological Resource Assessment	\$5,000
Geotechnical Report	\$7,500
Subtotal:	<u>\$45,500</u>
<b>Conceptual Planning</b>	
Draft Conceptual Plan	\$4,000
Public Outreach Workshop	\$4,500
Final Conceptual Plan	\$2,500
Pre Development Meeting with County	\$4,500
County Fees (Sewer District 1 Annexation) (1)	unknown
Subtotal:	<u>\$15,500</u>
<b>CEQA</b>	
Air Quality Tech Study	\$2,700
Cultural Resources Tech Study	\$4,500
Enviro Site Assessment Phase 1	\$4,500
Noise	\$5,000
Traffic	\$3,500
Photometric Study	\$10,000
IS/MND	\$22,000
Subtotal:	<u>\$52,200</u>
<b>Permitting (2)</b>	
USACE Nationwide Permit (2)	\$8,000
RWB Certification (2)	\$4,000
DFW 1600 (3)	\$4,000
County Tree Ordinance (4)	\$60,000
	<u>\$76,000</u>
<b>Construction Documents 60%, 90%, 100%</b>	
Base and Layout Plan	\$6,500
Grading Plan	\$5,000
Electrical Plan	\$7,500
Irrigation Plan	\$4,500
Planting Plan	\$4,000
Detail Sheets	\$8,000
Specifications	\$5,000
Construction Document and Bid Meetings	\$5,000
Subtotal:	<u>\$45,500</u>
<b>Construction Implementation</b>	
Mobilization	\$69,488
Staging and Fencing	\$25,000
Water POC	\$18,000
Electrical POC	\$20,000
Sewer Infrastructure Allowance	\$10,000
Potable Water Infrastructure Allowance	\$8,000

**Bowman School Sports Field  
Draft Implementation Cost Estimate**

Erosion Control	\$20,000
Grading (5)	\$463,200
Import Sand	\$45,000
Pavement & ADA Ramps	\$82,000
Restroom Buildings	\$380,000
Ballfield Lighting (6)	\$220,000
Backstop and Ballfield Mix	\$75,000
Furnishing and Signage Allowance	\$35,000
Irrigation (7)	\$187,500
Soil Amendments and Planting (7)	\$148,500
Short Term Maintenance	\$24,000
25% Contingency	\$434,300
<b>Subtotal:</b>	<b>\$2,264,988</b>
<b>Construction Monitoring</b>	
Construction Biological Monitoring	\$5,000
Construction Monitoring	\$100,000
Construction Review and Reporting	\$15,000
<b>Subtotal:</b>	<b>\$120,000</b>
<b>Grand Total:</b>	<b>\$2,619,688</b>

835,688

120,000

955,688

**Notes:**

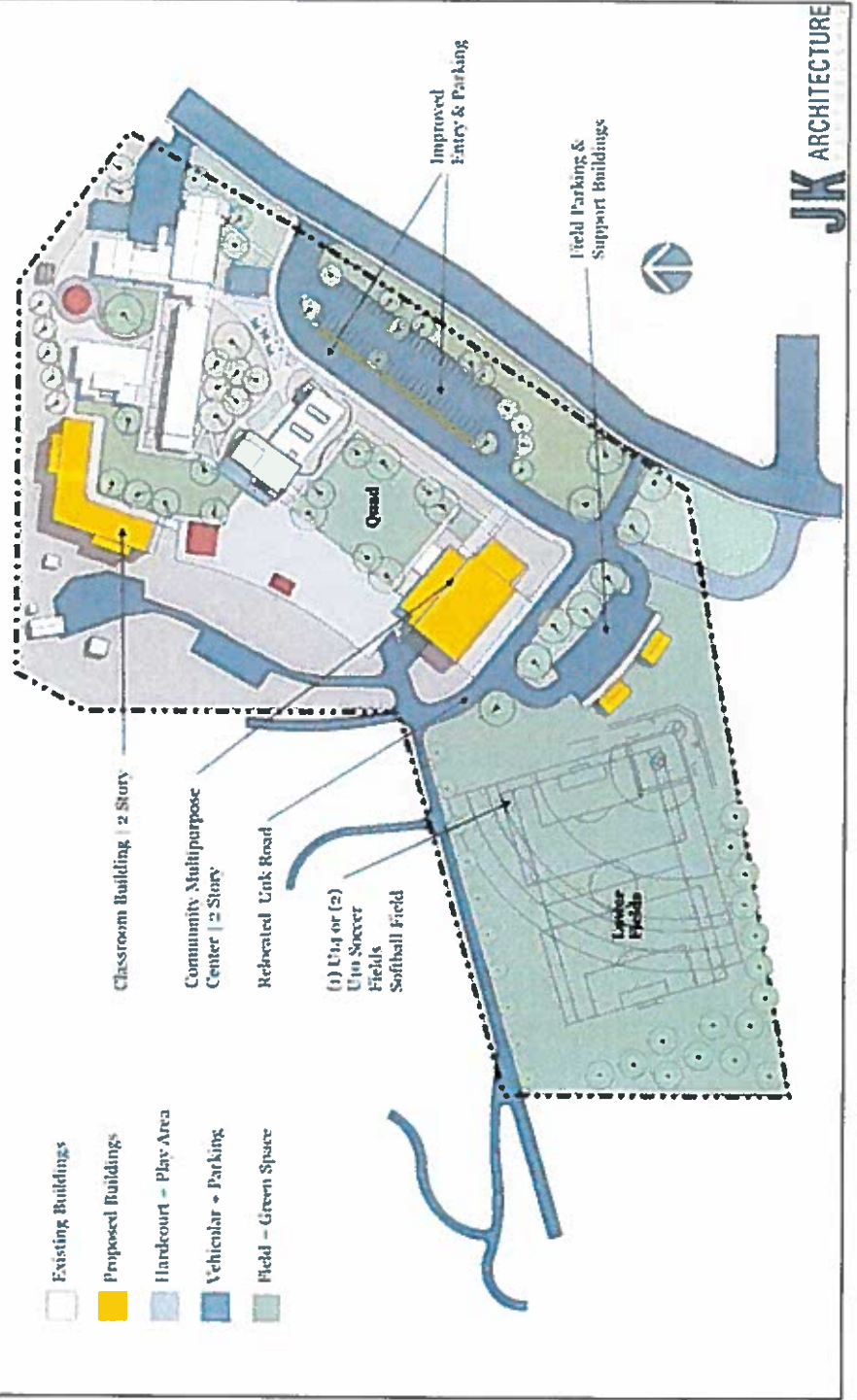
(1) Placer County Sewer Maintenance District 1 will assess an annexation fee for this parcel. At this point, the amount of this fee is unknown, but it could be substantial.

**Assumptions:**

- (2) Project will result in impacts wetlands.
- (3) CDFW will take jurisdiction over on-site seasonal drainage.
- (4) Impacts to 20 10" trees @ \$300 per inch. Cost includes mitigation.
- (5) Approximately 5-feet of cut and fill required to grade fields (based upon USGS topographic data)
- (6) Assumes 6 lights @ \$12,500K/light + \$20K trenching + equipment (X 2 for installation).
- (7) Total landscaping = 62,500 SF for combined fields, plus 20,000 SF additional landscaping



# Bowman 2025



<b>2021/2022 PROJECT ACTIVITY REPORT</b>		<b>UPDATED 7/12/21</b>	
<b>PROJECT</b>	<b>EST. COST</b>	<b>NOTES</b>	<b>EST. COMPLETED</b>
<b>RECREATION PARK</b>			
Rec Field Infield Renovation (2020)	25,000.00	Staff improved the infield grading last summer and is planning on doing the remaining work in-house (infield/outfield transition scalping & levelling).	SEPTEMBER 2021
James Ballfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	The hybrid bermuda grass stolons were applied on Tuesday, June 29th and the contractors 90-day maintenance and grow-in period has begun. Heavy irrigation is being applied as required and staff has posted notices for the public to explain the water running off in the street. As of 7/9 the outfield is starting to turn green with the new growth.	OCTOBER 2021
Wheelchair Swing Project (2019)	60,000.00	Additional survey work has been received and staff will be finishing up the layout plan and sending it to the vendor for updated pricing.	FALL 2021
Rec Shop Floor Reinforcement Project (2020)	10,000.00	Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow.	SUMMER 2021

<b>MEADOW VISTA PARK</b>	Playground Replacement Project	120,000.00	Cadd base file was received last month and staff put together the playground design criteria and sent it out to playground vendors. It is anticipated that 8-10 vendors will submit cost proposals and 3D color renderings of their designs to be included in the public voting process. The voting will be open approximately 4 weeks and the company/design with the most votes will be recommended for award of contract at the August A&D and Board of Directors meeting.	FALL 2021
ADA Signage	1,200.00	Inventory of existing ADA signage at the park was completed by staff. The needs appear minimal and the signage upgrades will be grouped with the asphalt work.	FALL 2021	
Parking Lot Re-seal/Re-Stripe	15,000.00	Project planned to happen late summer/fall 2021. Staff will be grouping this work with the asphalt path repairs and Placer Hills parking lot improvements.	SUMMER/FALL 2021	
Asphalt Pathway Repairs (2020)	15,000.00	Staff will be grouping this work with the parking lot sealcoat/stripping project and Placer Hills parking lot improvements.	SUMMER/FALL 2021	
Pickleball Court Crack Repairs	5,000.00	Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.	SUMMER 2021	
<b>ASHFORD PARK</b>	Irrigation Pump Replacement Project (2021)	45,000.00	Project was completed on April 30th and the irrigation system is now working again.	APRIL-MAY 2021
<b>OVERLOOK PARK</b>	Restroom ADA Upgrades	15,000.00	Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-stripping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.	SUMMER/FALL 2021

<b>REGIONAL PARK &amp; 24 ACRES</b>				
<b>SITE</b>				
Trail Mapping & Signage Project (2020)	10,000.00	Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months if the 24 Acres Site grant does not come through.		SUMMER/FALL 2021
Statewide Park Development and Community Revitalization Program (SPP) Grant Round 4 (2018/2019) & CEQA Documents	120,000.00	The State contacted ARD on 6/17 with the news that they have scheduled the 24 Acres project to receive a "site visit" set to occur on 7/29. This is no guarantee that ARD will receive the grant but it is good news for the application as it can be interpreted that the project made the "first cut".		2020/2021
24 Acres Site Construction Documents	110,000.00	Construction documents for the site which will be started immediately if the District gets the grant.		SUMMER/FALL 2021
Dry Creek Playground Replacement	177,000.00	If the 24 Acres Grant application is not successful, the above-mentioned 177K Per Capita Grant funds are currently allocated towards replacing this playground.		SPRING 2022
Pickleball Court Crack Repairs	4,500.00	Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.		SUMMER 2021
<b>CVCC</b>				

Bike Park - Construction (2015/2016)	200,000.00	<p>The bridge over Sherland Canal and the Phase 1 trail watering projects have been completed. The trail watering project involved the construction of 7 hose bibbs with hoses, hose rack and high pressure nozzles designed to allow bike park users and volunteers keep the trails watered down/hardened to control dust and erosion. The hoses allow the water to be applied where it is needed. A new source of donated soil has been found-PG&amp;E has a spoils donation program and ARD is going to accept up to 1000 yards for the Phase 2 jump area. Phase 2 wood fence is currently being finished up at time of report. Pricing is being sought for the installation of a drinking fountain at the pump track.</p>	ONGOING
Maidu Drive Repair (2018/2019)	0.00	<p>In March the Bureau announced to the District that they will be re-paving the distressed section of Maidu Drive. The work will apparently take place this summer and be done prior to October. A relatively straightforward project the work should only take a week or so.</p>	SUMMER 2021
ADA Door Improvements	5,000.00	Automatic door hardware needs to be installed.	SPRING 2022
<b>PLACER HILLS PARK</b>			
Parking Lot Repairs	30,000.00	<p>Project had been postponed but staff has drawings already prepared and ready for Placer County permitting and then putting out to formal bid. Project will be grouped with two other projects at MV Park.</p>	SPRING 2022
<b>MULTI-PARK ITEMS</b>			
Energy Efficient Upgrades	2,131,500.00	<p>A 10K contingency fund was approved last month for unexpected work items. Lighting and plumbing fixture upgrades currently in progress with solar panels and ballfield lighting to follow.</p>	ONGOING 2021
<b>Fiscal Year Projects Total:</b>	<b>3,141,200.00</b>		