

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

6:00 PM

**THURSDAY, JUNE 25, 2020
CANYON VIEW COMMUNITY CENTER, FOOTHILL ROOM
471 MAIDU DRIVE
AUBURN, CA 95603**

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

The public can choose to attend the meeting in the Foothill Room at the Canyon View Community Center or participate via Zoom. The Zoom link for this meeting is <https://zoom.us/j/98693033214> The public can use this link and/or call 1 669 900 6833 Webinar ID: 986 9303 3214 to participate. All members of the public attending the meeting in person must wear a face covering and observe minimum 6-foot physical distancing.

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

Questions and comments can be sent via email to the District Administrator no later than 5:30pm. 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 CLOSED SESSION

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

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

Employee Organization: IOUE, Stationary Engineers Local 39

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

Title: District Administrator

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

3.0 CALL TO ORDER

(PLEDGE TO THE FLAG)

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

4.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

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

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

5.1 Review and approval of Minutes of the Board of Directors from May 28, 2020 – Pages - 7 - 12

Review and approval of Minutes of the Board of Directors from May 28, 2020

5.2 Review of Cash Requirements for May, 2020 (Standing Finance Committee) – Pages - 13 - 15

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

5.3 Review and Approval of Financials for April, 2020 (Standing Finance Committee) – Pages – 16 - 26

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

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Please see board reports, fee waiver log, vandalism reports, and project activity report under item 6.0. – Pages – 27 - 45

7.0 UNFINISHED BUSINESS

7.1 Resolution Number 2020-19: A Resolution of the Board of Directors of the Auburn Area Recreation and Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2020-2021 for the Atwood Ranch III Landscaping and Lighting Assessment District (Acquisition & Development Committee) – Pages – 46 - 80

PUBLIC HEARING

OPEN PUBLIC HEARING

STAFF PRESENTATION

PUBLIC COMMENT

BOARD DISCUSSION/ACTION

CLOSE PUBLIC HEARING

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution Number 2020-19 that would approve the Engineer's Report, confirm the diagram and assessment, and order the continuation of assessment for fiscal year 2020-2021 for Atwood Ranch III Landscaping and Lighting Assessment District as the final step in levying the continued assessments?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

7.2 Resolution Number 2020-20 Indemnifying Placer County for Collection of Atwood III Assessments (Acquisition & Development Committee) – Pages – 81 - 83

Shall the Auburn Area Recreation and Park District (ARD) adopt a resolution defending and indemnifying Placer County for collection of Atwood III assessments?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

8.0 NEW BUSINESS

8.1 Unfunded CalPERS Pension Reserve Funding – (Standing Finance Committee) Pages - 84 - 85

Shall the Auburn Area Recreation and Park District (ARD) adjust the amount of Fiscal Year 2020/2021 funding for the CalPERS pension reserve?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

8.2 Resolution Number 2020-23: CalPERS Health Insurance for Union Represented Employees - Pages – 86 -88

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution Number 2020-23, approving a contract with CalPERS for Health Insurance for District Union Represented Employees, beginning August 1, 2020?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

8.3 Requesting County Mitigation Funding for the James and Recreation Field Renovations (Acquisition & Development Committee) Page - 89

Shall the Auburn Area Recreation and Park District (ARD) REQUEST Area #5 Park Mitigation funding from Placer County for the James Field outfield renovation and for the Recreation Field infield renovation?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

8.4 Resolution Number 2020-21 Purchase of a new Morbark Chipper (Standing Finance Committee) Pages - 90 - 99

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution Number 2020-21, authorizing the District Administrator to purchase a new Morbark 1415 12” Brush Chipper for \$45,784.48?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

8.5 Resolution Number 2020-22: Notice of Governing Board Member Election and/or Notice to Submit Measure(s) to a Vote of the Voters - Pages - 100 - 107

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution Number 2020-22: Notice of Governing Board Member Election and/or Notice to Submit Measure(s) to a Vote of the Voters?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

8.6 California Special Districts Association (CSDA) Board of Directors Election, Seat C – Pages – 108 – 110

Shall the Auburn Area Recreation and Park District (ARD) vote for a candidate the California Special Distircts Association (CSDA) Board of Directors, Seat C?

Motion by _____ second by _____ to _____

Holbrook _____ Gray _____ Ainsleigh _____ Ferris _____ Lynch _____

Roll Call Vote

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

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

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

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

ADJOURNMENT

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

6-19-20
Date

1:10 pm
Time

P. Larson
Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM MAY 28, 2020

INFORMATION: SEE ATTACHED MINUTES

STAFF RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE MINUTES

FISCAL IMPACT: NONE

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, May 28, 2020, 10:00 a.m.**

Board Members

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

Board Members

Absent: None.

Staff Present:

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

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 10:02 a.m. by Chairman Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

5 – 0 Motion carries

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from April 30, 2020**
- 5.2 Review of Cash Requirements for April 2020 (Standing Finance Committee)**
- 5.3 Review and Approval of Financials for March, 2020 (Acquisition & Development Committee)**
- 5.4 Resolution Number 2020-17: Notice of Completion, Auburn Bike Park (Standing Finance Committee)**
- 5.5 Resolution Number 2020-18: Transfer to ARD Contingency Fund (Transfer to ARD Contingency Fund (Standing Finance Committee)**

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

Roll Call Vote

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

5 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

7.1 Resolution Number 2020-15: Atwood III Intention to Levy Continued Assessments, Preliminary Approval of Engineer's Report for Fiscal Year 2020/2021 (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Ferris to adopt Resolution Number 2020-15: Atwood III Intention to Levy Continued Assessments, Preliminary Approval of Engineer's Report for Fiscal Year 2020/2021

Roll Call Vote

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

5 – 0 Motion carries.

7.2 Fiscal Year Project List and Five-Year Plan Update Post COVID-19 (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Lynch to approve the Fiscal Year Project List and Five-Year Plan Update Post COVID-19

Roll Call Vote

Director Holbrook – No
Director Gray – Yes
Director Ainsleigh – No
Director Ferris – Yes
Director Lynch – Yes

3 – 2 Motion carries.

8.0 NEW BUSINESS

8.1 2020/2021 Obsolescence List

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the 2020/2021 Obsolescence List.

Roll Call Vote

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

5 - 0 Motion carries.

8.2 Resolution Number 2020-16: Final Budget Fiscal Year 2020/2021 (Standing Finance Agenda)

A motion was made by Director Lynch and seconded by Director Ainsleigh to adopt the Final Budget for Fiscal Year 2020/2021. .

Roll Call Vote

Director Holbrook – No
Director Gray – Yes
Director Ainsleigh – Yes
Director Ferris – Yes
Director Lynch – Yes

4 - 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. County Mitigation Fund, current balance \$487,738 – ARD will request \$25,000 from the County Mitigation Fund for the Wheelchair Fund.

Director Holbrook requested an action item be sent to the Acquisition & Development Committee for requesting mitigation fees.

Director Ainsleigh requested mitigation fees for James and Recreation Field.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

1. Correspondence to ARD from Sutter Auburn Faith Hospital Foundation for a donation of face masks.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – The Board went into Closed Session at 11:30 a.m.

- 13.1 Conference with Labor Negotiators (Government Code, section 54956.95, subd. (f), 54957.6)

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

Employee Organization: IOUE, Stationary Engineers Local 39

13.2 Public Employee Discipline/Dismissal/Release (Gov. Code Section 54954.5, subd. (e), 54957.)

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

Title: District Administrator

14.0 OPEN SESSION – The Board came into Open Session at 11:46 a.m.

Direction was given to Staff by the Board of Directors.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 11:46 a.m. by Chairman Holbrook.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR
MAY, 2020**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$200,247.01

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges: From:
 Check Number First
 Vendor ID First
 Vendor Name First

To:
 Last
 Last
 Last

From: 5/1/2020
 To: 5/31/2020
 Check Date
 Checkbook ID COMM 1ST
 COMM 1ST

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
20161	C0042	Court-Ordered Debt Collections	5/1/2020	COMM 1ST	PMCHK00002652	
20162	S1007	Stationary Engineers, Local 39	5/1/2020	COMM 1ST	PMCHK00002652	\$95.00
20163	U0033	United States Treasury	5/1/2020	COMM 1ST	PMCHK00002652	\$425.33
20168	1099-271	Kelpro Security	5/8/2020	COMM 1ST	PMCHK00002655	\$75.00
20169	1099-50	Scott Holbrook	5/8/2020	COMM 1ST	PMCHK00002655	\$1,920.00
20170	A0014	AT&T	5/8/2020	COMM 1ST	PMCHK00002655	\$64.66
20171	A0148	ALL Pro Backflow	5/8/2020	COMM 1ST	PMCHK00002655	\$419.91
20172	C0041	CPRS	5/8/2020	COMM 1ST	PMCHK00002655	\$299.80
20173	C0072	CIT Technology Fin. Serv., Inc	5/8/2020	COMM 1ST	PMCHK00002655	\$170.00
20174	C0111	Cal.net	5/8/2020	COMM 1ST	PMCHK00002655	\$470.75
20175	C0130	Cirrus Group LLC	5/8/2020	COMM 1ST	PMCHK00002655	\$66.90
20176	D0024	Deluxe	5/8/2020	COMM 1ST	PMCHK00002655	\$603.00
20177	D0075	DMV Renewal	5/8/2020	COMM 1ST	PMCHK00002655	\$301.23
20178	K0011	Kaiser Foundation Health Plan,	5/8/2020	COMM 1ST	PMCHK00002655	\$10.00
20179	N0003	Norris Electric, Inc.	5/8/2020	COMM 1ST	PMCHK00002655	\$21,144.05
20180	N0012	Nevada Irrigation District	5/8/2020	COMM 1ST	PMCHK00002655	\$153.63
20181	N0048	Normac, Inc.	5/8/2020	COMM 1ST	PMCHK00002655	\$471.01
20182	N0051	National Aquatic Services, Inc	5/8/2020	COMM 1ST	PMCHK00002655	\$36.89
20183	P0005	Placer County Water Agency	5/8/2020	COMM 1ST	PMCHK00002655	\$8,325.00
20184	P0023	PG&E	5/8/2020	COMM 1ST	PMCHK00002655	\$518.10
20185	P0084	Placer County Public Works & F	5/8/2020	COMM 1ST	PMCHK00002655	\$87.72
20186	T0071	TIAA Commercial Finance, Inc.	5/8/2020	COMM 1ST	PMCHK00002655	\$10,510.92
20187	T1000	Transamerica Life Insurance	5/8/2020	COMM 1ST	PMCHK00002655	\$107.34
20188	TEMPA	Ricky Armbruster	5/8/2020	COMM 1ST	PMCHK00002655	\$460.00
20189	TEMPB	Judy Brodeur	5/8/2020	COMM 1ST	PMCHK00002655	\$262.50
20190	TEMPC	Don Campbell	5/8/2020	COMM 1ST	PMCHK00002655	\$138.00
20191	TEMPF	First Baptist Church	5/8/2020	COMM 1ST	PMCHK00002655	\$210.00
20192	TEMPI	Ben Hanley	5/8/2020	COMM 1ST	PMCHK00002655	\$270.00
20193	TEMPI	Larry Irwin	5/8/2020	COMM 1ST	PMCHK00002655	\$210.00
20194	TEMPJ	Nicole Jones	5/8/2020	COMM 1ST	PMCHK00002655	\$130.00
20195	TEMPL	Duane Lewis	5/8/2020	COMM 1ST	PMCHK00002655	\$90.00
20196	TEMPO	Skylar Mousley	5/8/2020	COMM 1ST	PMCHK00002655	\$210.00
20197	TEMPO	John O'Shea	5/8/2020	COMM 1ST	PMCHK00002655	\$210.00
20198	TEMPR	Steve Russell	5/8/2020	COMM 1ST	PMCHK00002655	\$262.50
20199	TEMPS	Sam Steward	5/8/2020	COMM 1ST	PMCHK00002655	\$210.00
20200	TEMPW	Will Ward	5/8/2020	COMM 1ST	PMCHK00002655	\$262.50
20201	VO007	Verizon Wireless	5/8/2020	COMM 1ST	PMCHK00002655	\$210.00
20202	VO010	Vermont Systems, Inc.	5/8/2020	COMM 1ST	PMCHK00002655	\$736.23
20203	W0044	Wave	5/8/2020	COMM 1ST	PMCHK00002655	\$651.00
20204	TEMPA	Auburn First Assembly of God	5/8/2020	COMM 1ST	PMCHK00002655	\$229.85
20205	TEMPB	Julie Brown	5/8/2020	COMM 1ST	PMCHK00002656	\$180.00
20206	TEMPC	Albert Cancino	5/8/2020	COMM 1ST	PMCHK00002656	\$90.00
20207	TEMPF	Sandra Ferguson	5/8/2020	COMM 1ST	PMCHK00002656	\$230.00
20208	TEMPI	Jamie Herlehy	5/8/2020	COMM 1ST	PMCHK00002656	\$507.50
20209	TEMPI	Daniel McGourty	5/8/2020	COMM 1ST	PMCHK00002656	\$210.00
20210	TEMPI	Aaron Rea	5/8/2020	COMM 1ST	PMCHK00002656	\$157.50
20211	TEMPS	Sierra Foothills Cycling	5/8/2020	COMM 1ST	PMCHK00002656	\$155.00
20215	FO053	F Loduca Co.	5/8/2020	COMM 1ST	PMCHK00002656	\$90.00
20216	TEMPB	Leah Bielejeski	5/8/2020	COMM 1ST	PMCHK00002657	\$39,664.79
20217	TEMPH	Eileen Harris	5/8/2020	COMM 1ST	PMCHK00002657	\$100.00
20212	U0019	US Bank	5/11/2020	COMM 1ST	PMCHK00002657	\$385.00
20213	C0042	Court-Ordered Debt Collections	5/15/2020	COMM 1ST	PMCHK00002658	\$4,336.92
20214	U0033	United States Treasury	5/15/2020	COMM 1ST	PMCHK00002659	\$95.00
20218	S1007	Stationary Engineers, Local 39	5/15/2020	COMM 1ST	PMCHK00002659	\$75.00
202078	TEMPE	Kala Evans	5/22/2020	COMM 1ST	PMCHK00002660	\$386.80
202079	TEMPJ	Thomas Jepsen	5/22/2020	COMM 1ST	PMCHK00002662	\$23.00
202080	TEMPL	Justin Lodwig	5/22/2020	COMM 1ST	PMCHK00002662	\$165.00
02081	TEMPI	Ginger Marcelino	5/22/2020	COMM 1ST	PMCHK00002662	\$173.00
02082	TEMPS	Elizabeth Staats	5/22/2020	COMM 1ST	PMCHK00002662	\$71.40
0220	1099-216	Gerald Harris	5/22/2020	COMM 1ST	PMCHK00002662	\$155.00
0221	1099-218	Auburn Gymnastics Center	5/22/2020	COMM 1ST	PMCHK00002661	\$6.50
0222	1099-269	Deborah Lynn	5/22/2020	COMM 1ST	PMCHK00002661	\$199.87
0223	1099-277	Foothill Karate Do	5/22/2020	COMM 1ST	PMCHK00002661	\$78.00
0224	1099-295	Juli Land-Marx	5/22/2020	COMM 1ST	PMCHK00002661	\$530.40
0225	1099-372	Rebecca Partridge	5/22/2020	COMM 1ST	PMCHK00002661	\$1,500.00
0226	A0001	Recology Auburn Placer	5/22/2020	COMM 1ST	PMCHK00002661	\$432.00
0227	A0013	AT&T	5/22/2020	COMM 1ST	PMCHK00002661	\$852.66
					PMCHK00002661	\$64.20

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
20228	A0027	Recology Auburn Placer	5/22/2020	COMM 1ST	PMCHK00002661	
20229	A0051	Anderson's Sierra Pipe Co.	5/22/2020	COMM 1ST	PMCHK00002661	\$919.77
20230	A0134	Advanced Intregrated Pest Mana	5/22/2020	COMM 1ST	PMCHK00002661	\$437.61
20231	A0139	Auburn Ford	5/22/2020	COMM 1ST	PMCHK00002661	\$150.00
20232	A0145	API Marketing	5/22/2020	COMM 1ST	PMCHK00002661	\$823.79
20233	A0148	All Pro Backflow	5/22/2020	COMM 1ST	PMCHK00002661	\$2,612.73
20234	B0028	Beeler Tractor Co	5/22/2020	COMM 1ST	PMCHK00002661	\$459.10
20235	C0113	Cooks Portable Toilets & Septi	5/22/2020	COMM 1ST	PMCHK00002661	\$55.34
20236	C0120	Capture Technologies	5/22/2020	COMM 1ST	PMCHK00002661	\$1,826.63
20237	C0130	Cirrus Group LLC	5/22/2020	COMM 1ST	PMCHK00002661	\$1,814.99
20238	D0025	Dawson Oil Company	5/22/2020	COMM 1ST	PMCHK00002661	\$31.69
20239	D0066	De Lage Landen Financial Servi	5/22/2020	COMM 1ST	PMCHK00002661	\$2,370.66
20240	D0086	Deere & Company	5/22/2020	COMM 1ST	PMCHK00002661	\$332.48
20241	E0008	Ewing Irrigation Products, Inc	5/22/2020	COMM 1ST	PMCHK00002661	\$30,018.82
20242	F0038	Fastenal Company	5/22/2020	COMM 1ST	PMCHK00002661	\$1,459.63
20243	F0047	Fuentes Pond Maintenance	5/22/2020	COMM 1ST	PMCHK00002661	\$837.03
20244	H0002	Harris Industrial Gases	5/22/2020	COMM 1ST	PMCHK00002661	\$2,400.00
20245	H0056	Humana Dental Ins. Co	5/22/2020	COMM 1ST	PMCHK00002661	\$160.88
20246	M0013	Meadow Vista Hardware	5/22/2020	COMM 1ST	PMCHK00002661	\$2,404.99
20247	M0098	Meadow Vista County Water Dist	5/22/2020	COMM 1ST	PMCHK00002661	\$37.90
20248	N0045	Near U CO2	5/22/2020	COMM 1ST	PMCHK00002661	\$2,261.38
20249	P0005	Placer County Water Agency	5/22/2020	COMM 1ST	PMCHK00002661	\$397.93
20250	P0007	Pacific Gas & Electric Company	5/22/2020	COMM 1ST	PMCHK00002661	\$84.88
20251	P0095	Placer County Clerk Recorder	5/22/2020	COMM 1ST	PMCHK00002661	\$7,656.60
20252	R0073	Riebes Auto Parts	5/22/2020	COMM 1ST	PMCHK00002661	\$92.00
20253	S0009	Sierra Saw Sales And Service	5/22/2020	COMM 1ST	PMCHK00002661	\$900.45
20254	S0025	Sierra Pacific Turf Supply, In	5/22/2020	COMM 1ST	PMCHK00002661	\$258.86
20255	S0145	SCP Pool Distributors LLC	5/22/2020	COMM 1ST	PMCHK00002661	\$861.22
20256	S0163	Steffen's HVAC Services	5/22/2020	COMM 1ST	PMCHK00002661	\$239.44
20257	T0031	Turf Star, Inc.	5/22/2020	COMM 1ST	PMCHK00002661	\$1,549.00
20258	T0046	Linda Donnelly	5/22/2020	COMM 1ST	PMCHK00002661	\$942.86
20259	TEMPB	Rachel Balmain	5/22/2020	COMM 1ST	PMCHK00002661	\$856.60
20260	TEMPC	Christina Cunningham	5/22/2020	COMM 1ST	PMCHK00002661	\$220.00
20261	TEMPE	Robert Dennon	5/22/2020	COMM 1ST	PMCHK00002661	\$110.00
20262	TEMPE	Christy Ekstrand	5/22/2020	COMM 1ST	PMCHK00002661	\$173.00
20263	TEMPE	Edward Grutzmacher	5/22/2020	COMM 1ST	PMCHK00002661	\$190.00
20264	TEMPI	Inspire	5/22/2020	COMM 1ST	PMCHK00002661	\$519.00
20265	TEMPJ	April Johnstone	5/22/2020	COMM 1ST	PMCHK00002661	\$185.00
20266	TEMPL	Allison Lozoya	5/22/2020	COMM 1ST	PMCHK00002661	\$220.00
20267	TEMPM	Bryson Mader	5/22/2020	COMM 1ST	PMCHK00002661	\$380.00
20268	TEMPP	Andrea Pressler	5/22/2020	COMM 1ST	PMCHK00002661	\$250.00
20269	TEMPS	St Joseph Catholic School	5/22/2020	COMM 1ST	PMCHK00002661	\$358.00
20270	TEMPT	Ellen Tydeman	5/22/2020	COMM 1ST	PMCHK00002661	\$450.00
20271	U0016	Uptown Signs & Graphics, Inc.	5/22/2020	COMM 1ST	PMCHK00002661	\$193.00
20272	V0004	Valley Truck & Tractor Co.	5/22/2020	COMM 1ST	PMCHK00002661	\$81.52
20273	V0019	Valley Rock Landscape Material	5/22/2020	COMM 1ST	PMCHK00002661	\$217.41
20274	W0001	Walker's Office Supplies, Inc.	5/22/2020	COMM 1ST	PMCHK00002661	\$1,341.05
20275	W0043	West Coast Fire Protection Sys	5/22/2020	COMM 1ST	PMCHK00002661	\$1,206.42
20276	W0044	Wave	5/22/2020	COMM 1ST	PMCHK00002661	\$150.00
20277	W0049	Worldpay	5/22/2020	COMM 1ST	PMCHK00002661	\$1,611.99
20283	C0042	Court-Ordered Debt Collections	5/29/2020	COMM 1ST	PMCHK00002661	\$22,197.00
20284	N0052	NM Ranch Grazing Service	5/29/2020	COMM 1ST	PMCHK00002663	\$95.00
20285	U0033	United States Treasury	5/29/2020	COMM 1ST	PMCHK00002663	\$2,825.00
						\$75.00

Total Checks: 120

Total Amount of Checks: \$200,247.01

SECTION: 5.0

ITEM: 5.3 REVIEW OF FINANCIALS FOR APRIL, 2020

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

PROFIT & LOSS
20/21 Approved Budget

	Approved Budget FY 20-21	% Of Total	Mid-Yr Revision FY 20-21	2020 April ACTUALS	Last Yr April Actuals	2020 YTD ACTUALS	2020 YTD BUDGET	Last Yr YTD ACTUALS
Operating Revenues								
Program Revenue	559,332	12%	559,332	(20,367)	129,750	(20,367)	(9,486)	129,750
Facility Revenue	25,252	1%	25,252	(680)	55,062	(680)	(7,957)	55,062
Misc. Revenue	29,934	1%	29,934	1,500	5,028	1,500	1,710	5,028
Grants & Donations	133,815	3%	133,815	455	100	455	455	100
Interest Income	40,750	1%	40,750	4,240	8,057	4,240	3,000	8,057
Equipment Reserve Transfers	20,000	0%	20,000	-	-	-	-	-
Project Reserve Transfers	396,000	8%	396,000	-	-	-	-	-
Tax Revenue	3,435,481	73%	3,435,481	1,312,919	1,258,773	1,312,919	1,249,148	1,258,773
In Kind/Atwood	24,725	1%	24,725	-	-	-	-	-
City Mitigation Transfers	40,000	1%	40,000	-	-	-	-	-
County/City Mitigation Revenue	25,000	1%	25,000	-	-	-	-	-
Total Operating Revenue	4,730,289	100.00	4,730,289	1,298,067	1,456,770	1,298,067	1,236,870	1,456,770
Expenditures								
Program Expense	94,166	2%	94,166	72	9,483	72	72	9,483
Operating & Supplies	389,413	8%	389,413	13,491	13,422	13,491	12,764	13,422
Utilities Expense	222,389	5%	222,389	7,106	1,241	7,106	7,106	1,241
Professional Services	91,285	2%	91,285	65	432	65	65	432
Building & Grounds Maintenance	469,165	10%	469,165	1,878	1,439	1,878	1,883	1,439
Property Tax Admin.	99,318	2%	99,318	-	15,136	-	-	15,136
Wages	1,973,940	43%	1,973,940	41,108	56,801	41,108	41,107	56,801
Benefits & Payroll Costs	846,560	18%	846,560	61,469	41,586	61,469	61,285	41,586
Fixed Asset Expense	28,325	1%	28,325	-	-	-	-	-
Capital Improvement Projects	390,952	8%	390,952	-	2,213	-	-	2,213
Debt Services	2,076	0%	2,076	-	-	-	-	-
Total Expenditures	4,607,589	100.00	4,607,589	125,189	141,753	125,189	124,282	141,753
Net Revenue Over Expenditures	\$ 122,700	2.59	\$ 122,700	\$ 1,172,878	\$ 1,315,017	\$ 1,172,878	\$ 1,112,588	\$ 1,315,017
Annual Contingency Reserve (1-2%)	\$ -		\$ -		\$ 450,000		\$ 450,000	\$ 450,000
Annual Equip Replacement Reserve	\$ 50,000		\$ 50,000		\$ 676,237		\$ 676,237	\$ 676,237
Future Capital Construction Reserve	\$ 5,000		\$ 5,000		\$ 945,573		\$ 945,573	\$ 945,573
ADA Reserve	\$ 45,800		\$ 45,800		\$ 25,032		\$ 25,032	\$ 25,032
CalPERS unfunded liability reserve	\$ -		\$ -		\$ 183,200		\$ 183,200	\$ 183,200
TOTAL RESERVE BALANCES					\$ 2,280,042		\$ 2,280,042	\$ 2,280,042
Net Position	\$ 21,900		\$ 21,900					

Auburn Area Recreation and Park District
Balance Sheet
4/30/2020

	Current YTD
ASSETS	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation Bank	228,800.58
Placer County Treasure-General	4,338,015.83
Placer County Treasurer - City Trust	205,629.09
Accounts Receivable	22,940.23
PCOE Receivables	14,092.00
Prepaid Expenses	1,266.15
Prepaid Liability Expense	15,233.50
Prepaid Workers Comp Insurance	35,487.71
Total Current Assets	4,862,045.09
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,938,861.54
Fixed Assets: Equipment	1,352,799.86
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	1,098,120.27
Less: Accumulated Depreciation	(10,387,923.75)
Total Fixed Assets	7,443,401.97
TOTAL ASSETS	\$12,305,447.06
LIABILITIES AND NET PROFIT	
<u>Current Liabilities</u>	
Prepaid Revenue	(1,485.57)
Accounts Payable	43,492.63
Gift Certificates	168.00
Compensated Absences	119,556.05
Sales Tax Payable	41.13
Social Security-FICA Payable	6,112.92
Total Current Liabilities	\$167,885.16
<u>Net Position</u>	
Investments in Fixed Assets	7,872,498.72
RFB: Reserved (City Mitigation)	205,629.09
GFB: Youth Assistance Fund	22,069.62
General Fund Balance	555,696.03
DFB: Annual Equip Replacement Reserv.	676,236.72
DFB: Annual Contingency Reserve	450,000.00
DFB: Reserved for Future Capital Construction	945,573.52
RFB: Arboretum Grant Fund	13,275.73
RFB: Reserved (Atwood)	(13,875.13)
RFB: Atwood III-Equip Repl Fund	5,003.66
DFB: Unfunded Liability - CalPERS	183,200.00
GFB: General Fund (ADA Reserve)	25,031.75
Net Profit (Loss)	1,197,222.19
Total Net Position	\$12,137,561.90
TOTAL LIABILITY AND NET POSITION	\$12,305,447.06

Auburn Rec & ParkProfit & Loss - Summary
4/1/2020 To 4/30/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services	(20,366.74)	(20,366.74)	(9,486.00)	(10,880.74)	214.70
Rentls & Concessions	26,482.61	26,482.61	(7,957.00)	34,439.61	(332.82)
Miscellaneous Revenue	1,500.40	1,500.40	1,710.00	(209.60)	87.74
Grants & Donations	455.00	455.00	455.00	0.00	100.00
Interest Income	4,240.43	4,240.43	3,000.00	1,240.43	141.35
Taxes Revenue	1,312,919.24	1,312,919.24	1,249,148.00	63,771.24	105.11
TOTAL OPERATING REVENUE	\$1,325,230.94	\$1,325,230.94	\$1,236,870.00	\$88,360.94	107.14%
OTHER FINANCING SOURCES					
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL REVENUES	1,325,230.94	1,325,230.94	1,236,870.00	88,360.94	107.14
EXPENDITURES					
Program Expenses	72.09	72.09	72.00	(0.09)	100.13
Operations & Supplies Expense	13,457.72	13,457.72	12,764.00	693.72	105.44
Utilities Expense	6,436.05	6,436.05	7,106.00	669.95	90.57
Professional Services	64.70	64.70	65.00	0.30	99.54
Bldg & Grounds Maintenance	1,878.30	1,878.30	1,883.00	4.70	99.75
Salaries Expense	41,107.51	41,107.51	41,107.00	0.51	100.00
Benefits & Payroll Costs	61,469.21	61,469.21	61,285.00	184.21	100.30
Capital Improvement Projects	0.00	3,523.17	0.00	3,523.17	0.00
TOTAL EXPENDITURES	\$124,485.58	\$128,008.75	\$124,282.00	\$3,726.75	103.00%
NET REVENUE OVER EXPENDITURES	\$1,200,745.36	\$1,197,222.19	\$1,112,588.00	\$84,634.19	107.61%

Auburn Rec & Park

Profit & Loss - Detail

4/1/2020 to 4/30/2020

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services					
Alta Vista DSC Rev	(3,316.00)	(2,139.00)	(2,139.00)	0.00	100.00
Aub Elem DSC Rev	(11,259.00)	(6,456.00)	(6,456.00)	0.00	100.00
Skyridge DSC Rev	(4,255.00)	(3,157.00)	(3,157.00)	0.00	100.00
Day Camp Rev	(1,224.00)	(1,344.00)	(1,344.00)	0.00	100.00
Preschool Revenue	(10,944.00)	(5,472.00)	(5,472.00)	0.00	100.00
Newcastle DSC Revenue	(5,452.00)	(3,612.00)	(3,612.00)	0.00	100.00
Sr. Sports	24.00	24.00	24.00	0.00	100.00
Pickle Ball Revenue	160.00	160.00	160.00	0.00	100.00
Adult Classes	2,150.01	2,030.00	2,030.00	0.00	100.00
Adult Class Rev - Bureau	(100.00)	(100.00)	(100.00)	0.00	100.00
Youth Classes	705.85	706.00	706.00	0.00	100.00
Aquatic Activities	4,080.00	4,080.00	4,080.00	0.00	100.00
Master Swim Revenue	868.00	868.00	868.00	0.00	100.00
Public Swim - MS Sierra Pool	125.00	0.00	0.00	0.00	0.00
Swim Team Revenue	2,142.00	1,376.00	1,376.00	0.00	100.00
Synchro Team	3,296.40	1,894.00	1,894.00	0.00	100.00
Youth Camps Revenue	405.00	405.00	405.00	0.00	100.00
Youth Camp Rev - Bureau	3,404.00	3,404.00	3,404.00	0.00	100.00
Youth Sports Camps	240.00	240.00	240.00	0.00	100.00
Special Events	(475.00)	(475.00)	(475.00)	0.00	100.00
Party in the Park Revenue	445.00	30.00	30.00	0.00	100.00
Ukulele Festival Revenue	52.50	(78.00)	(78.00)	0.00	100.00
Food Truck Fiesta Revenue	(625.00)	(625.00)	(625.00)	0.00	100.00
Great Obstacle Scramble Revenue	(475.00)	(475.00)	(475.00)	0.00	100.00
Dead Festival Rev	(120.00)	(120.00)	(120.00)	0.00	100.00
String Fling Revenue	(237.50)	(238.00)	(238.00)	0.00	100.00
Auburn Harvest Festival	(250.00)	(630.00)	(630.00)	0.00	100.00
Out of District Fees	388.00	338.00	338.00	0.00	100.00

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

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Pool Rental Rev - Sierra/Splash	(1,916.00)	(2,006.00)	(2,006.00)	0.00	100.00
American River Room - CVCC	(3.20)	(3.00)	(3.00)	0.00	100.00
Conference (Module) Rental - Overlook	(1,557.00)	(1,557.00)	(1,557.00)	0.00	100.00
Rock Creek Modular Rent	0.00	330.00	330.00	0.00	100.00
Gym Rental Revenue - Reg	1,910.10	1,078.00	1,078.00	0.00	100.00
Tutor Totter Lease Agreement	277.00	0.00	0.00	0.00	0.00
Kitchen Rental Revenue - CVCC	256.00	216.00	216.00	0.00	100.00
Picnic Area Rental Revenue - Rec	(1,040.00)	(1,735.00)	(1,735.00)	0.00	100.00
Picnic Area Rental Revenue - Reg	305.00	125.00	125.00	0.00	100.00
Picnic Area Rental Revenue - Ash	(50.00)	(50.00)	(50.00)	0.00	100.00
Picnic Area Rental Revenue - MV	150.00	(90.00)	(90.00)	0.00	100.00
Field "Recreation" Rental Revenue	391.20	0.00	0.00	0.00	0.00
Field "Bill Beane" Rental - Reg A	437.18	129.00	129.00	0.00	100.00
Field "Softball" Rental - MV	3,424.04	0.00	0.00	0.00	0.00
Field Soccer/Baseball-Winchester	16,241.45	0.00	0.00	0.00	0.00
Field "Beggs" Rental - Rec	890.11	0.00	0.00	0.00	0.00
Field B (softball) Rev - Reg	(247.12)	(213.00)	(213.00)	0.00	100.00
Field "James" Rental - Rec	2,180.95	(2,703.00)	(2,703.00)	0.00	100.00
Field C (Baseball) Rental - Reg	(545.32)	(614.00)	(614.00)	0.00	100.00
Bocce Ball Field Rental	(116.00)	(116.00)	(116.00)	0.00	100.00
Field "Soccer A" Rental - Railhead	314.24	(88.00)	(88.00)	0.00	100.00
Field - PH Soccer Field	4,018.80	0.00	0.00	0.00	0.00
Field "Soccer B" Rental - Railhead	972.53	(67.00)	(67.00)	0.00	100.00
Field Lining Revenue - Reg	(160.00)	(160.00)	(160.00)	0.00	100.00
Misc Rents & Concessions	(593.50)	79.00	79.00	0.00	100.00
Custodial Fees	(2,150.00)	(1,560.00)	(1,560.00)	0.00	100.00
Custodial Fees - Bureau	240.00	120.00	120.00	0.00	100.00
Meadow Vista Cust Fee	(160.00)	(160.00)	(160.00)	0.00	100.00
Set up/Take Down Fees	(740.00)	(840.00)	(840.00)	0.00	100.00
Set up/Take Down Fees - Bureau	0.00	100.00	100.00	0.00	100.00
Alcohol Permit - Bureau	160.00	80.00	80.00	0.00	100.00

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

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Bike Park Donations	455.00	455.00	455.00	0.00	100.00
Total Grants and Donations	455.00	455.00	455.00	0.00	100.00
Interest Income					
Interest Revenue - County	4,032.43	3,000.00	3,000.00	0.00	100.00
Interest Revenue - City Trust	208.00	0.00	0.00	0.00	0.00
Total Interest Income	4,240.43	3,000.00	3,000.00	0.00	100.00
Project Revenue - Government					
Total Project Revenue - Government	0.00	0.00	0.00	0.00	0.00
Tax Revenue					
Current Secured Property Taxes General	1,228,745.24	1,159,740.00	1,159,740.00	0.00	100.00
Homeowner's Prop. Tax Relief	7,734.08	7,733.00	7,733.00	0.00	100.00
Current Supplemental Property Taxes	29,095.86	35,227.00	35,227.00	0.00	100.00
Unitary & Op Non-unitary Tax	46,489.96	45,583.00	45,583.00	0.00	100.00
Railroad Unitary Property Taxes	854.10	865.00	865.00	0.00	100.00
Total Tax Revenue	1,312,919.24	1,249,148.00	1,249,148.00	0.00	100.00
TOTAL OPERATING REVENUE	\$1,325,230.94	\$1,236,870.00	\$1,236,870.00	\$0.00	100.00%
OTHER FINANCING SOURCES					
Transfers from Other Funding Sources					

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

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Total Program Expenses	72.09	72.00	72.00	0.00	100.00
Operations & Supplies					
Merchant Fees - Cust Serv	425.78	0.00	0.00	0.00	0.00
Telephone - Placer Hills Pool	128.40	128.00	128.00	0.00	100.00
Telephone - Cust Serv	606.35	606.00	606.00	0.00	100.00
Telephone (CVCC) - Admin	539.33	539.00	539.00	0.00	100.00
Telephone - Facilities & Grounds	546.94	547.00	547.00	0.00	100.00
Telephone - Day Camp	199.85	200.00	200.00	0.00	100.00
Youth Assistance Expense	(213.25)	(213.00)	(213.00)	0.00	100.00
Bank Service Charges	300.00	0.00	0.00	0.00	0.00
Office Supplies - Rec	(191.51)	(191.00)	(191.00)	0.00	100.00
Office Equip Rental - Cust Serv	563.04	563.00	563.00	0.00	100.00
Office Equip Rental - Admin	332.48	332.00	332.00	0.00	100.00
Liability Insurance - Admin	7,616.75	7,617.00	7,617.00	0.00	100.00
Uniform Exp - F & G	348.41	348.00	348.00	0.00	100.00
Small Equipment - Rec Pk	0.11	0.00	0.00	0.00	0.00
Safety Supplies - F & G	388.55	389.00	389.00	0.00	100.00
Restroom Supplies - Recreation Park	26.01	26.00	26.00	0.00	100.00
Restroom Supplies - Regional Park	12.47	12.00	12.00	0.00	100.00
Restroom Supplies - Ashford Park	10.75	11.00	11.00	0.00	100.00
Restroom Supplies - Meadow Vista Park	13.00	13.00	13.00	0.00	100.00
Restroom Supplies - Railroad Park	15.27	15.00	15.00	0.00	100.00
Restroom Supplies - Overlook Park	13.00	13.00	13.00	0.00	100.00
Restroom Supplies - Rec Comm Ctr	62.24	62.00	62.00	0.00	100.00
Restroom Supplies - Reg Comm Ctr	66.74	67.00	67.00	0.00	100.00
Restroom Supplies - CVCC Comm Ctr	82.01	82.00	82.00	0.00	100.00
Sanitation - Reg Pk - Toilet	450.00	450.00	450.00	0.00	100.00
Sanitation - Win Pk - Toilet	450.00	450.00	450.00	0.00	100.00
Sanitation - Rec Pk - ADA Toilet	349.00	349.00	349.00	0.00	100.00

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

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Lighting Reimb.- Reg Park	50.00	50.00	50.00	0.00	100.00
Water - Regional Park	6,560.41	6,560.00	6,560.00	0.00	100.00
Water - Ashford Park	166.64	167.00	167.00	0.00	100.00
Total Utilities Expense	6,436.05	7,106.00	7,106.00	0.00	100.00
Legal Expenses					
Total Legal Expense	0.00	0.00	0.00	0.00	0.00
Professional Services					
Professional Services - YS	64.70	65.00	65.00	0.00	100.00
Total Professional Services	64.70	65.00	65.00	0.00	100.00
Bldg & Ground Maintenance					
Equipment Rental - F & G	180.00	180.00	180.00	0.00	100.00
Vehicle Maintenance	381.65	382.00	382.00	0.00	100.00
Maint - Ashford Park	3.42	3.00	3.00	0.00	100.00
Maint - Meadow Vista Park	56.41	56.00	56.00	0.00	100.00
Maint - Railhead Park	33.03	33.00	33.00	0.00	100.00
Maint - CVCC Park	616.26	616.00	616.00	0.00	100.00
Maint - Overlook Park	0.00	6.00	6.00	0.00	100.00
Maint - Regional Comm Ctr	219.24	219.00	219.00	0.00	100.00
Maint - CVCC Comm Ctr	388.29	388.00	388.00	0.00	100.00
Total Building and Grounds Maintenance	1,878.30	1,883.00	1,883.00	0.00	100.00

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

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Wages - (Y.Serv) - Aub Elem - PT	710.28	710.00	710.00	0.00	100.00
Wages - (Y.Serv) - Skyridge - PT	1,077.78	1,078.00	1,078.00	0.00	100.00
Wages - (Rec) - Full Time	2,617.55	2,618.00	2,618.00	0.00	100.00
Wages - (Y. Serv) - Newcastle- PT	992.78	993.00	993.00	0.00	100.00
Wages - (Rec) - Part Time	(60.22)	0.00	0.00	0.00	0.00
Wages - (Rec) - Adult Softball	240.22	180.00	180.00	0.00	100.00
Wages - (Rec) - Adult Basketball	121.58	122.00	122.00	0.00	100.00
Wages - (Aqua) - Aquatics Coordinator	463.04	463.00	463.00	0.00	100.00
Wages - (Aqua) - Public Swim	513.61	513.00	513.00	0.00	100.00
Wages - (Fac & Grds) - Fac Attendant - Rec	1,808.55	1,809.00	1,809.00	0.00	100.00
Wages - (Fac & Grds) - Fac Att. - CVCC	618.68	619.00	619.00	0.00	100.00
Wages - (Fac & Grds) - Fac Attendant - Reg	407.22	407.00	407.00	0.00	100.00
Wages - (Fac & Grds) - Management	2,825.55	2,826.00	2,826.00	0.00	100.00
Wages - (Fac & Grds) - Recreation Park	6,211.01	6,211.00	6,211.00	0.00	100.00
Wages - (Fac & Grds) - Regional Park	2,163.44	2,163.00	2,163.00	0.00	100.00
Wages - (Fac & Grds) - Ashford Park	310.94	310.00	310.00	0.00	100.00
Wages - (Fac & Grds) - Meadow Vista Park	1,026.79	1,027.00	1,027.00	0.00	100.00
Wages - (Fac & Grds) - CV Comm Center	70.56	71.00	71.00	0.00	100.00
Wages - (Fac & Grds) - Railroad Park	218.83	219.00	219.00	0.00	100.00
Wages - (Fac & Grds) - CVCC	214.87	215.00	215.00	0.00	100.00
Wages - (Fac & Grds) - Overlook Park	165.22	165.00	165.00	0.00	100.00
Wages - (Fac & Grds) - Placer Hills Park	70.43	70.00	70.00	0.00	100.00
Wages - (Fac & Grds) - Pocket Parks	73.72	74.00	74.00	0.00	100.00
Wages - (Fac & Grds) - Winchester Park	74.91	75.00	75.00	0.00	100.00
Wages - (Fac & Grds) - Atwood	141.00	141.00	141.00	0.00	100.00
Wages - District Administrator	2,226.40	2,226.00	2,226.00	0.00	100.00
Wages - (F & G) Uniform Allowance	7,311.97	7,312.00	7,312.00	0.00	100.00
Total Salaries Expense	41,107.51	41,107.00	41,107.00	0.00	100.00

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

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Employer Retirement Exp. - Aquatics	66.89	67.00	67.00	0.00	100.00
Employer Retirement Exp. - Youth Services	670.37	670.00	670.00	0.00	100.00
Employer Retirement Exp. - Fac & Grds	1,972.16	1,972.00	1,972.00	0.00	100.00
Employer Retirement Exp - Cust Serv	368.33	368.00	368.00	0.00	100.00
Employer Retirement Exp. - Admin	817.33	817.00	817.00	0.00	100.00
Worker's Comp - Rec	47.31	47.00	47.00	0.00	100.00
Worker's Comp - Aquatics	15.59	16.00	16.00	0.00	100.00
Worker's Comp - Youth Services	87.57	88.00	88.00	0.00	100.00
Worker's Comp - Fac & Grds	2,177.07	2,177.00	2,177.00	0.00	100.00
Worker's Comp - Cust Serv	13.40	13.00	13.00	0.00	100.00
Worker's Comp - Admin	69.77	70.00	70.00	0.00	100.00
Total Benefits and Payroll Costs	61,469.21	61,285.00	61,285.00	0.00	100.00
Fixed Asset Expense					
Total Fixed Asset Expense	0.00	0.00	0.00	0.00	0.00
Capital Improvement Projects					
Total Capital Improvement Projects	0.00	0.00	0.00	0.00	0.00
Debt Service					
Total Debt Service	0.00	0.00	0.00	0.00	0.00
Total Expenditures	\$124,485.58	\$124,282.00	\$124,282.00	\$0.00	100.00%
% Revenue Over Expenditures	\$1,200,745.36	\$1,112,588.00	\$1,112,588.00	\$0.00	100.00%

SECTION: 6.0

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

Kahl Muscott
District Administrator
Report to the Board of Directors
June, 2020

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

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

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

Currently CLOSED, per order of the State/County:

- **Playgrounds**
- **Picnic areas**

Note #1: Placer Hills Pool and Splash Pool are closed for budgetary reasons

Note #2: the State/County is only permitting gatherings for places of worship or political protests

Note #3: cancelled events: Ukulele Fest, Party in the Park, Ain't Necessarily Dead Fest; other event cancellations may be forthcoming.

Note #4: Staff is working with CAPRI to process and review the state-mandated face covering requirement

- **All ARD staff went through training on the supplemental Infectious Disease guidelines/procedures as recommended by CalOSHA. A supplemental document with these guidelines has been put in to our IIPP manuals.**
- **Site specific COVID-19 plans have been created (and are being used) for office spaces, Sierra Pool and Day Camp.**
- **Most of the youth sports groups in our District have contacted ARD about renting fields for drills and conditioning, as is now permitted by Placer County.**
- **Work is almost complete on the needed electrical repairs in the CVCC parking lot.**
- **The Winchester Park parking lot received a micro surface/slurry seal on Tuesday the 16th. This work will be done for us by Placer County free of charge.**
- **We are having problems with the new irrigation pump at Regional Park. The problem lies in the filter. We are able to irrigate the turf by bypassing the filter, however this is far from ideal as all sorts of gunk can get in our lines and heads. We do have a screen filter at the intake pipe, though it will not catch the smaller debris.**

Rainbird is getting us the replacement parts ASAP (the pump is still under warranty).

- We ordered 8 more tree pads for the Bike Park. We are currently using pads from our volleyball poles. At some point, hopefully soon, we will need those volleyball pads back for actual volleyball play!

Meetings and events attended/scheduled to attend

6/1: CPRS Admin Section Zoom meeting
6/2: Rotary
6/3: Interviews for Youth Services Coordinator position
6/9: BloodSource re: Rotary blood drive scheduled 7/15
6/9: Interview for F&G Park Worker position
6/9: Rotary
6/9: Manager's meeting re: new CalOSHA guidelines
6/10: CPRS webinar: Diversity, Equity and Inclusion
6/11: CPRS webinar: events and COVID19
6/11: CVCC staff training on new CalOSHA guidelines
6/15: A&D
6/16: Rotary
6/17: Policy Committee
6/17: Finance Committee
6/19: Bike Park meeting (signage, other)
6/22: Director Ferris, Rosie Stillwell re: art in ARD buildings
6/22: Senior Center meeting (ARD, County, City, PUHSD)
6/23: Rotary
6/24: Doug Houston re: grants status

Note: most meetings were held remotely/telephonically

Veona Galbraith
Administrative Services Manager
Report to the Board of Directors
June, 2020

April Financials

April Financials are a small glimpse of what is to come. While the Account Receivables show \$22,000 that is due to be paid in April looks good, much of it will be cancelled in May. This is really not a true view of our financial picture.

Much of the budgeting was reflected on what we knew, since the budget was passed after April.

Staff budgeted conservatively for tax revenue, so that came in \$63,000 over budget.

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
- Infectious disease training

- Continued training for Dawn

Jesse Williams

Facilities & Grounds Manager

Report to the Board of Directors

June, 2020

American River Canyon Overlook Park:

- 24 Seven Fire Protection performed annual maintenance on our fire extinguisher located in the modular.
- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.

Ashford Park:

- 24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the #15 truck and the shop.
- Backflow testing and recertification performed by All Pro Backflow, Inc.

Auburn Elementary:

- 24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the modulars.
- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.

Canyon View Community Center

- 24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the #00 truck and the community center.
- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.
- Replaced the missing quiet neighborhood sign.

Christian Valley Park:

- 24 Seven Fire Protection performed annual maintenance on our fire extinguisher located in the community center.
- Backflow testing and recertification performed by All Pro Backflow, Inc.
- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.

Meadow Vista Park

- 24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the #10 truck, on the Toro Groundsmaster 5900 Rotary Mower and the shop.
- Serviced the #10 truck.

- Serviced the Husqvarna 570BTS Leaf Blower.
- Serviced the Toro Groundsmaster 5900 Rotary Mower.
- Fuentes Lake and Pond Management used Cutrine-Plus to treat the algae in the pond.

Placer Hills Park

- 24 Seven Fire Protection performed annual maintenance on our fire extinguisher located at Placer Hills Pool.
- Replaced the emergency phone number sign with a new one with the correct address.

Railhead Park:

- Backflow testing and recertification performed by All Pro Backflow, Inc.

Recreation Park:

- 24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the trucks, the community center, the modulators, the Facilities and Grounds Office, and on the large equipment.
- Serviced the #15 and the #28 truck.
- Serviced the Vermeer BC600XL Brush Chipper.
- Serviced the Toro Procore 864 Large Area Aerator.
- Serviced the Jacobsen Large Area Rotary Mower.
- Serviced the John Deere 310E Backhoe/Loader
- Serviced a John Deere TX 4x2 utility vehicle.
- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.
- Continued painting the inside of the gym.
- Advanced IPM performed their bimonthly maintenance service around the buildings.

Regional Park:

- 24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the trucks, the community center, the Facilities and Grounds shop and sheds, and on the large equipment.
- Serviced the Grasshopper.
- Serviced the Toro 21" Heavy Duty Recycler/Rear Bagger BBC
- Serviced a Husqvarna Brushcutter.
- Started repairing the partitions in the lower restrooms.
- Continued painting the inside of the gym.
- Advanced IPM performed their bimonthly maintenance service around the buildings.
- Proactive heating maintenance and filter change performed by Steffen's HVAC Services.
- Annual fire inspections performed by West Coast Fire Inspection.

Rock Creek Elementary:

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

Skyridge Elementary:

- **24 Seven Fire Protection performed annual maintenance on our fire extinguishers located in the modulars.**
- **Proactive heating maintenance and filter change performed by Steffen's HVAC Services.**

Mike Scheele

Landscape Architect/Project Manager

Report to the Board of Directors

June, 2020

- **James Field Renovation Project: Project complete. Notice of Completion approved by ARD Board April 30. Notice of completion has been forwarded to Placer County Clerk's office for recordation. Staff was able to get one preliminary quote for converting the outfield from Rye/Bluegrass to Hybrid Bermuda last month (\$22,080.00 for conversion & \$19,136.00 for 3 month grow-in + maintenance). It was determined however at the 5/28 Board meeting that due to Covid-19 budget and staff impacts this work will be postponed to next year.**
- **ARD Bike Park Project: Bike park trail work has been basically completed and staff has contracted with a local surveyor to perform an as-built/record drawing delineation of the new trails. This trail survey "as-built" will be used as the basis for the final Bike Park Map & signage that the ARD graphic designer has been working on. District-prepared temporary rules and directional signage were installed in April/May and are being continually updated and amended as needed. General Contractor Notice of Completion (NOC) was prepared and accepted by the Board at the May 28th meeting. The approved NOC was sent to Placer County for recordation. Official date of Bike Park "soft opening" (no crowds, banners, ribbon cutting) was Monday, May 3rd. Staff have been responding to neighbor concerns including posting signage at the intersection of Portland and Pacific to direct bikers to use Pleasant Avenue instead of the Canal Trail, getting curbs painted red both sides of Maidu at Pump track to reduce congestion and allow emergency vehicle access. District has also purchased safety padding to be installed on trees along certain portions of the trails. Padding has been installed by the bike park volunteer group who also continue to provide maintenance and improvements throughout the park. Group has also located a source of no-cost fill dirt that can be used in the Phase 2 portion of the project as well as a contractor who has agreed to do grading for Phase 2 on a Pro-bono basis. First group meeting findings with this contractor suggest that some, if not all, of the oak trees proposed for removal in the first design can instead be retained which would be a positive and desired development.**
- **Placer Hills Pool Parking Area Renovations: Staff retained the services of a Civil Engineer back in late February to prepare a topographic survey of the parking lot and produce construction documents to eliminate the drainage problem, repair the asphalt, re-stripe the lot and accessible parking stalls. The work involves**

construction of a concrete valley gutter running the length of the parking lot to allow water to drain at minimal slope. Plans were completed in early March and involve obtaining an Encroachment Permit from Placer County as half of the work area is in the county right of way. Staff sent the drawings out for preliminary contractor pricing in early April and is still awaiting a response. Staff sent plans to second contractor for pricing early June as well. Project however was put on hold at the 5/28 Board Meeting due to Covid-19 budget impacts.

- **24 Acre Project Progress and Statewide Park Development and Community Revitalization Grant Application:** Staff was planning to pursue the next round of grant funding for the property this spring but efforts will be postponed due to the Covid-19 situation. To recap, all 5 required public meetings took place in early 2019 with staff obtaining input on the current master plan drawing. Staff released the RFQ to design firms for Master Plan Refinement, CEQA Process and Construction Drawings in mid-December 2019. The District received Statements of Qualification from DUDEK Auburn, California, Helix Environmental Planning Folsom, Ca. and Design Workshop South Lake Tahoe late January 2019. After analysis and ranking by staff review committee, DUDEK was chosen as the highest ranked. Staff received the preliminary proposal from DUDEK the week of March 16th and it exceeded the budget available. DUDEK was asked to re-propose with some scope reduction options and the options were received the following week. ARD Board postponed this project (Master Plan Refinement, CEQA Processing and Construction Drawings) at the 5/28 meeting. Director Muscott and staff have a meeting set with District grant consultant on 6/24 to get updates on the state of the grant program(s).
- **Overlook Park Restroom ADA Upgrades: No new action.** Previously described architect was too busy to assist as planned but staff obtained the services of an ADA compliance consultant who agreed to do an evaluation of the restrooms on a pro-bono basis. After the evaluation it was determined that the upgrades were minimal in nature and can be done in-house instead of putting the project out to bid as planned.
- **Miscellaneous Items:** Getting updated pricing and import costs for wheelchair swing project, new memorial bench for Meadow Vista Park-Completed 6/18/20. Design, construction and installation of temporary directional signage at the bike park etc-ongoing. Infill planting design and renovated drip system renovation project at Ashford Park entry walk-put on hold. Updates of monthly Board reports and A&D Project Activity Reports etc.

Manouch Shirvanioun
Marketing & Customer Service
Report to the Board of Directors
June, 2020

	5/01/19-6/14/19	5/1/20 -6/17/20
Activity Registrations	\$ 43,000	\$(8,000)
Day Care/Discovery payments	\$118,000	\$52,000
Facility payments/reservations	\$ 22,000	\$(2,000)

**** Usually during the first 6 to 8 weeks when our summer programs become available, we receive a good portion of our program registrations for camps and other programs. Hopefully by next month we will have a decent increase in our program registration.**

We have been working closely with Debbie and Mark to make available different programs and classes online. We are continually updating and making changes as we receive new guidance to make these programs available to the public.

We opened the office on June 15th. 4 or 5 people were lined up in the lobby to sign up for different aquatic activities. Throughout the day people came in to register for different classes which were mostly youth programs. Volume of incoming phone calls are greater than the old days when people would call to inquire about Party in the Park 😊 Most incoming calls are regarding outdoor facility rentals. We are also receiving calls from people who are very happy that we are offering camps and other programs.

I am also in communication with different user groups regarding field usage as they are preparing to offer youth programs in the summer.

During this month I have been working with the auditors to provide them with different financial information such as refunds and receipt of payments for activities and reservations which were processed in the office or online.

**Mark Brunner
Recreation Services Manager
Report to the Board of Directors
June, 2020**

Aquatics: The Sierra Pool opened to the public on June 15. Aquatics staff were able to offer programs that were fitness based and classes that social distance guidelines could be applied.

- **Adult Lap Swim/Master Swim: Lap swim programs will have a maximum of 16 swimmers in the water at one time. Classes will be allowed to have two swimmers per lane. Swimmers are just not allowed to share the same wall for resting for social distancing reasons.**
- **Swim Lessons: This summer we will be offering group swim lessons and private swim lessons. Classes have started to fill up since the classes were opened for registration on June 12. Social distance requirements are being met to California's reopening standards. Swim Instructors when working in close proximity with the lower level classes will be required to wear a mask.**
- **Water Aerobics: Social distancing for Water Aerobics is much easier as swimmers have more ability to distance themselves in the pool. These classes have been popular with enrollment.**
- **Robalos Stroke & Turn Camps: The Robalos Swim Team is holding three separate camps for different age groups. The 7 to 10-year-old age group sold out. With the strong demand, staff have opened up another camp to help fill the need of that age group. Robalos Assistant Coach, David Jepson, is running the camps.**

- **Mermaids Conditioning Camp:** Mermaids Synchronized Swimming Team is running a conditioning camp in the evenings. The camp was sold out in one day after going online. Mermaids Head Coach, Krista Greenlee, will lead the camp.
- **Public Swim:** Staff is continuing to search for safe and healthy ways for the District to be able to offer public swim this summer.

Lifeguard Certification: At the beginning of June, Aquatics staff was granted permission from the Red Cross to hold our Lifeguard Certification class. ARD was the first Recreation Department in Northern California to get their lifeguard certification plan approved in order to hold a class. The class sold out at 20 students. Aquatics staff is now holding another Lifeguard Certification class in the middle of June due to the demand of more students wanted to get their certification.

Day Camps: Starting on June 12, Placer County Department of Health allowed for Day Camps to resume. A majority of our Day Camps will begin in July. The few that are starting in June have seen high registration numbers.

Recreation Classes/Camps Open in Stage 2: The following classes are open for registration and will take place during Placer Counties current Stage 3 orders.

- Kids Jewelry Fabrication Camp (hosted off site at Metal Arts Academy)
- Young Rustler's Horse Camp
- Kids Copper Smithing Camp (hosted off site at Metal Arts Academy)
- Summer Discovery Camps
- Clay and Paper Mache
- Sculpture Camp
- Improv Camp
- Kids Theater Camp
- Pop Star/Hip Hop Dance Camp
- Fun with Paint Camp
- Super Heroes Camp
- Royalty Camp
- Baby & Pet Sitting Camp
- Lego Camps
- Skyhawks Sports Camps
- Mad Science Camps
- AGC Gymnastics Camp
- British Soccer Camp
- Kayaking Day Camps (July)
- Kids Yoga Camp
- Junior Tennis Camp
- Uke Kanikpala (Virtual)
- Beginning Hula for Adults (Virtual)
- Mature Riders
- Medicare (Virtual Starting July)
- Write That Book In 9 Weeks (Virtual for now)
- Pilates (Virtual for now)
- Kayaking for Boomers (July)
- Metabolic Conditioning
- Shotokan Karate
- Tai Chi

- **Hula for Kids (Virtual for now)**
- **Intermediate Hula for Kids (Virtual for now)**
- **Little Cowpokes and The Garden**
- **Young Rustlers**
- **Internet Drivers Ed**
- **Beginning Guitar Classes and Ukulele Classes (Virtual)**
- **Faith's Dog Training**
- **Little Leapers**
- **Tennis Classes**
- **Turns N Tumble Programs**
- **Pitching and Softball Instruction Classes**
- **Private Swim Lessons**
- **Swimming Lessons**
- **Parent Tot Swimming Lessons**
- **Masters Swimming**
- **Water Aerobics**
- **Adult Lap Swim**
- **Mermaids Conditioning Camp**
- **Lifeguard Class**
- **Robalos Stroke and Turn Camp**

Adult Sports: There is no new update regarding Adult Sports. There are no new guidelines from the County that will allow Adult Sports to reopen at this time.

Debbie Thomas

Youth Services Manager

Report to the Board of Directors

June, 2020

- **Opened day camp on June 1st at 3 locations – Skyridge, Auburn El and Rec Park. The attendance is slowly growing as word gets out and people go back to work. Attendance varies from week to week, but Skyridge and Auburn El are full for the rest of June. Social distancing is being observed and extensive daily cleaning is being practiced to satisfy the CDC's guidelines for Coronavirus.**
- **A general training was held for all day camp staff prior to camp opening. Also, once all 3 sites got underway a special IIPP training was held regarding prevention measures and staff responsibilities in respect to Coronavirus.**
- **Interviews were held for the Youth Services Coordinator position and one of our preschool directors, Amy Oddo, was hired. Her first day as Coordinator will be July 1st.**
- **Mark and Amy have been meeting with Auburn Union School District to discuss possible changes to Discovery Clubs for the new school year. This is to accommodate changes that may need to occur to Club times and adding classroom space to satisfy Coronavirus concerns.**
- **Foresthill school district personnel visited our Rec Park day camp twice to see how we were set up and for suggestions in addressing social distancing concerns with children. They expressed their appreciation and said it would be very helpful in establishing their own camp this summer. Mark also brought several parks and rec personnel from other districts to see our setup.**

- **Child Nutrition Services through the high school district is providing lunches Monday through Friday through July 24th. All three day camp sites are participating.**
- **We are hoping that the pool will open sometime this summer so the day camp children can enjoy it.**

6/1/2020

VANDALISM REPORT

THERE WAS NO VANDALISM FOR THE MONTH OF MAY 2020.

5/21/2020

VANDALISM REPORT

THERE WAS NO VANDALISM FROM THE MONTH OF APRIL 2020.

Ranges: From: 3/1/2020 To: 3/31/2020
 Date: 7-000-7754-000
 Account: 7-000-7754-000

Subtotal By: Period Segment 3
 Sorted By: Include: Posting, Unit

Trx Date	Jrnl No.	Orig. Audit Trail	Description	Description	Orig. Master Number	Orig. Master Name	Beginning Balance	Debit	Credit
3/27/2020	194,191	PMTRX00004177	PaintLiners, J pkRollersSkalepk	Warehouse Paint Incorporated	A0626422	Warehouse Paint Incorporated		\$16.76	
3/31/2020	194,460	PMTRX00004178	Smokers Receptacle Wall mount	US Bank	ULINE 3/17 JW	US Bank		\$250.65	
Entries: 2									
Account: 7-000-7754-000									
March Subtotals:							Ending Balance		
							\$4,768.24	\$269.41	\$0.00
Totals:							\$4,768.24	\$269.41	\$0.00
Net Change									
							\$269.41	\$269.41	\$0.00
Grand Totals:							Ending Balance	Debit	Credit
Accounts 1							\$4,768.24	\$269.41	\$0.00
							\$4,498.83	\$269.41	\$0.00

3/27 → Groff. 11. - Skalepk sound wall
 3/31 → Smashed the old cigarette container - Overlook

Vandalism Report March 2020

2/21/2020

VANDALISM REPORT

THERE WAS NO VANDALISM FOR THE MONTH OF FEBRUARY, 2020.

1/24/2020

VANDALISM REPORT

VANDALISM	LABOR COSTS	MATERIAL COSTS
12/6/2019 Rec. Park Women's restroom	\$21.00	\$25.15
12/6/2019 Rec. Park Women's restroom	\$43.00	\$12.10
12/20/2019 Meadow Vista Park	\$17.00	\$8.14
Total Labor	\$79.00	\$45.39
	Total	Material

2020/2021 PROJECT ACTIVITY REPORT		UPDATED 06/11/20	
PROJECT	EST. COST	NOTES	EST. COMPLETED
RECREATION PARK			
James Ballfield Renovation Project (2019)	277,086.00	Project complete. Notice of Completion approved by ARD Board April 30. Notice of completion has been forwarded to Placer County Clerks office for recordation. Staff was able to get one preliminary quote for converting the outfield from Rye/Bluegrass to Hybrid Bermuda last month (\$22,080.00 for conversion & \$19,136.00 for 3 month grow-in+maintenance). It was determined however at the 5/28 Board meeting that due to Covid-19 budget and staff impacts this work will be postponed to next year.	FEBRUARY 2020
Recreation Park South Parking Lot Accessible Parking Stall Project (2019)	15,000.00	Project Completed. Simpson & Simpson Inc. did a nice job.	JULY 2019
PLACER HILLS POOL			
Parking Lot Renovation (2016/2017)	30,000.00	Staff has retained the services of a Civil Engineer to prepare a topographic survey of the parking lot and to produce construction documents to eliminate the drainage problem, repair the asphalt, re-stripe the lot and accessible parking stalls. This will involve construction of a concrete valley gutter running the length of the parking lot to allow water to drain at minimal slope. Plans are completed and will involve obtaining an Encroachment Permit from Placer County as half of the work area is in the county right of way. Staff sent the drawings out for preliminary contractor pricing in early April and is still awaiting a response. Project however was put on hold at the 5/28 Board Meeting due to Covid-19 budget impacts.	TBD 2020
REGIONAL PARK			
New Playground (130k) and new ADA path of travel (40K) (2017/2018)	170,000.00	ADA Parking and path of travel project has been completed.	AUGUST 2019
Irrigation Pump Replacement (2017/2018)	160,000.00	New pump is installed and working well. Project is finally completed!	JULY 2019
OVERLOOK PARK			
Restroom ADA Upgrades (2018/2019)	35,000.00	Previously described architect was too busy to assist as planned but staff obtained the services of an ADA compliance consultant who agreed to do an evaluation of the restrooms on a pro-bono basis. After the evaluation it was determined that the upgrades were minimal in nature and can be done in-house instead of putting the project out to bid as planned.	TBD 2020

<p>24 ACRE PROPERTY</p> <p>Statewide Park Development and Community Revitalization Program Grant (2018/2019)</p>	<p>190,000.00</p>	<p>Staff was planning to pursue the next round of grant funding for the property this spring but efforts will be postponed due to the Covid-19 situation. To recap, all 5 required public meetings took place in early 2019 with staff obtaining input on the current master plan drawing. Staff released the RFQ to design firms for Master Plan Refinement, CEQA Process and Construction Drawings in mid-December 2019. The District received Statements of Qualification from DUDEK Auburn, Ca., Helix Environmental Planning Folsom, Ca. and Design Workshop South Lake Tahoe late January 2019. After analysis and ranking by staff review committee, DUDEK was chosen as the highest ranked. Staff received the preliminary proposal from Dudek the week of March 16th and it exceeded the budget available. Dudek was asked to re-propose with some scope reduction options and the options were received the following week. ARD Board postponed this project (Master Plan Refinement, CEQA Processing and Construction Drawings) at the 5/28 meeting.</p>	<p>TBD 2020</p>
<p>CVCC</p> <p>Bike Park - Design, CEQA, NEPA etc. (2014/2015)</p>	<p>100,000.00</p>	<p>The signed FONSI (Finding Of No Significant Impact) from the USBOR was finally received July 2nd 2018.</p>	<p>JULY 2018</p>
<p>Bike Park - Construction (2015/2016)</p>	<p>320,000.00</p>	<p>Randy Spangler and other volunteers continue to produce significant and impressive trail construction, brush clearing, berm stabilizing and safety work. Trail work should be completed this month. District-prepared temporary rules and directional signage have been installed and are being continually updated and amended as needed. Contractor construction and punchlist work has been finished. A Notice of Completion (NOC) will be prepared for Board approval at the May 28th meeting. After Board approval the NOC will be sent to Placer County for recordation. Date of Bike Park "soft opening" (no crowds, banners, ribbon cutting) was Monday, May 3rd. Staff have been responding to neighbor concerns including posting signage at the intersection of Portland and Pacific Aves. to direct bikers to use Pleasant Ave. instead of the Canal Trail and getting curbs painted red both sides of street at Pump track to reduce congestion and allow emergency vehicle access.</p>	<p>MAY 2020</p>
<p>Maidu Drive Repair (2018/2019)</p>	<p>25,000.00</p>	<p>Bureau of Reclamation has corresponded with the District a couple times over the past two weeks giving indication that there may be some progress being made on the road repair. It appears they are approaching it as a "remove and replace" scope of paving work instead of the more modest "patch and overlay" process the District got them cost estimates for last year. No updates on the road project from BOR since early February 2020-road condition is getting worse now that the bike park is open.</p>	<p>TBD</p>

MEADOW VISTA PARK				
Parking Lot Re-seal/Re-Stripe (2018/2019)	10,000.00	Parking lot maintenance project is proposed to be pushed out to next fiscal year.		MARCH 2020
MULTI-PARK ITEMS				
Streambed Alteration Agreement (2016/2017)	44,000.00	The Draft Vegetative Management Plan IS/MMND (Initial Study/Mitigated Negative Declaration) was accepted by the Board in December 2018 and the Agreement is now in place.		Agreement in place, project on-going
Carry over projects from 2018/2019 list in YELLOW				
Fiscal Year Projects Total:	1,084,000.00			

Item 7.1 Cover Sheet: Resolution Number 2020-19, 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 2020 – 2021 for the Atwood Ranch III Landscaping & Lighting Assessment District

The Issue

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution 2020-19 that would approve the Engineer's Report, confirm the diagram and assessment, and order the continuation of assessment for fiscal year 2020 - 2021 for Atwood Ranch III Landscaping and Lighting Assessment District as the final step in levying the continued assessments?

BACKGROUND

In 2004, after gaining property owner ballot support, the benefit assessments were first established to provide funding the installation, maintenance and servicing of landscaping, park and recreation facilities in the Auburn Area Recreation and Park District (Atwood Ranch III).

- **Balloting Conducted:** November-December 2004
- **Ballot Results:** 100.0 % of the weighted returned ballots were in support of the proposed assessment
- **Board Approval of 1st Year Assessment Levies:** Dec. 16, 2004
- **Fiscal Year 2005-06 Approved Rate:** \$148.62 per single family equivalent benefit unit (SFE)
- **Annual CPI:** In each subsequent year, the maximum assessment rate increases by the annual change in the Consumer Price Index, not to exceed 5% per year.
- **Fiscal Year 2019-20 Approved Rate:** \$176.68 per single family equivalent benefit unit (SFE)

In order to continue to levy the assessments each year, the Board first adopts a resolution initiating the assessment proceedings for the year and directing the engineer of work, SCI Consulting Group, to prepare the annual Engineer's Report for the District. The Board approved this resolution #2020-03 at the February 27, 2020 Board meeting.

SCI Consulting Group prepared the Engineer's Report that includes the special and general benefits from the assessments, the proposed budget for the continued assessments for fiscal year 2020-21, the updated proposed assessments for each parcel in the District, and the proposed assessments per single family equivalent benefit unit for the fiscal year. At the May 28, 2020 Board meeting, the Board reviewed the Engineer's Report and adopted resolution #2020-15 to declare its intention to levy the assessments, preliminarily approve the Engineer's Report, and provide for notice of the annual public hearing.

Each year, in order to continue to levy the assessments for the coming fiscal year, the Board conducts a noticed public hearing and receives public input on the proposed assessments and the services that they would fund. After hearing the public testimony, the Board may take final action on setting the assessment

rate, establishing the services and improvements to be funded and ordering the levy of the continued assessments for fiscal year 2020-21.

PROPOSED RATE AND CPI HISTORY

The assessments can be levied annually and can be increased by the change in the San Francisco Bay Area Consumer Price Index, not to exceed 5% per year. The following table summarizes the maximum authorized assessment rates and CPI history:

Fiscal Year	Max CPI Allowed	Max Rate allowed
FY 05-06		\$148.62
FY 06-07	1.95%	\$151.51
FY 07-08	3.44%	\$156.73
FY 08-09	3.84%	\$162.74
FY 09-10	0.01%	\$162.76
FY 10-11	2.61%	\$167.01
FY 11-12	1.52%	\$169.55
FY 12-13	2.92%	\$174.50
FY 13-14	2.22%	\$178.37
FY 14-15	2.57%	\$182.96
FY 15-16	2.67%	\$187.84
FY 16-17	3.17%	\$193.80
FY 17-18	3.53%	\$200.64
FY 18-19	2.94%	\$206.54
FY 19-20	4.49%	\$215.81
FY 20-21	2.45%	\$221.10

The following lists the historical revenues and rates for the assessments.

Fiscal Year	Rate / SFE	Annual Revenues
FY 05-06	\$148.62	\$21,252
FY 06-07	\$148.62	\$21,252
FY 07-08	\$148.62	\$21,252
FY 08-09	\$148.62	\$21,252
FY 09-10	\$148.62	\$21,252
FY 10-11	\$148.62	\$21,252
FY 11-12	\$148.62	\$21,252
FY 12-13	\$148.62	\$21,252
FY 13-14	\$162.72	\$23,269
FY 14-15	\$182.12	\$26,043
FY 15-16	\$182.12	\$26,043
FY 16-17	\$155.10	\$22,179
FY 17-18	\$155.10	\$22,179
FY 18-19	\$168.28	\$24,064
FY 19-20	\$176.68	\$25,265
FY 20-21	\$185.54	\$26,532

In Fiscal Year 2019-20, the Auburn Area RPD experienced a depletion of the beginning fund balance for the Assessment District, which was caused by the following projects that were undertaken:

- Replacement of previously planted shrubs and bushes that had died
- Repairs to the walking pathway due to root intrusion and uplifting, creating a safety hazard
- Upon notification of a requirement from Cal Fire, defensible space in the nature preserve was increased from 25 feet to 100 feet

These projects resulted in much higher labor and park improvement costs, including equipment rentals, which will have to be repaid over time from the Assessment District to the RPD's General Fund. The necessity to repay the funds borrowed from the General Fund is a major factor requiring the assessment rate increase in Fiscal Year 2020-21.

Because maintenance needs and requirements may fluctuate over time, in accordance with Proposition 218 the assessments may increase in any given fiscal year up to the maximum allowable rate, even following a year in which a lower rate was assessed.

PROPOSED FY 2020-21 BUDGET, SERVICES & IMPROVEMENTS

The following table summarizes the revenues and costs projected for FY 2020-21.

Summary of revenue and total cost	FY 2020-21
Revenue	\$26,532
Costs:	
Services	\$20,360
Repayment to General Fund	\$3,000
Incidentals/Admin Costs	\$4,578

- Parks maintained:
 - a. Maintenance of a neighborhood park and tot lot within the development area known as Atwood Ranch III
- Other Services:
 - a. Maintenance of trails in the wetlands preserve area
 - b. Irrigation and turf of a small grass area adjacent to the tot lot
 - c. Monitoring of 10.69 acres of wetlands preserve area with associated riparian scrub land, seeps, floodplains and drainage areas to a stormwater detention area
 - d. Reporting one time yearly to the Army Corps of Engineers, including biology reports and project management reports

RECOMMENDATION

It is recommended that the Board hold a public hearing, consider all public comments, and subsequently approve Resolution 2020-19 that would approve the Engineer's Report, confirm the diagram and assessment, and order the continuation of assessment for fiscal year 2020-21 for Atwood Ranch III Landscaping and Lighting Assessment District as the final step in levying the continued assessments.

RESULT OF RECOMMENDED ACTION

The Board will order the levy of the continued assessments for fiscal year 2020-21, at the rate of \$185.54, and will cause those levies to be submitted by SCI Consulting Group to the County Auditor to be included on the 2020-21 property tax bills.

ATTACHMENTS:

Resolution Number 2020-19
Atwood III 2020 – 21 Engineer's Report

RESOLUTION NO. 2020-19

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AUBURN
AREA RECREATION AND PARK DISTRICT, APPROVING
ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT
AND ORDERING THE CONTINUATION OF ASSESSMENTS FOR
FISCAL YEAR 2020-21 FOR THE ATWOOD RANCH III
LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**

WHEREAS, on January 27th, 2005, by its Resolution No. 2005-01, after receiving a weighted majority of ballots in support of the proposed assessment, this Board ordered the formation of and levied the first assessment within the Auburn Area Recreation and Park District, Atwood Ranch III Landscaping and Lighting Assessment District (the "Assessment District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof); and

WHEREAS, the purpose of the Assessment District is for the installation, maintenance and servicing of improvements within the Assessment District as described in the annual Engineer's Report; and

WHEREAS, the first Engineer's Report for Fiscal Year 2005-06 described how the assessment district would be established, determined the uses of the assessment funds, established the methodology by which the assessments would be applied to properties in the District, established that the assessment is subject to an annual adjustment tied to the annual change in the Consumer Price Index for the San Francisco Bay Area, and stated that the assessment would continue year-to-year until terminated by the District Board of Directors; and

WHEREAS, although the methodology by which the assessments are applied to properties in the District does not change from year to year, a new Engineer's Report is prepared each year in order to establish the CPI adjustment for that year; the new maximum authorized assessment rate for that year; the budget for that year; and the amount to be charged to each parcel in the District that year, subject to that year's assessment rate and any changes in the attributes of the properties in the District, including but not limited to use changes, parcel subdivisions, and/or parcel consolidations; and

WHEREAS, by Resolution No. 2020-03, the District Board ordered the preparation of an Engineer's Report for the Atwood Ranch III Landscaping and Lighting Assessment District (the "District") for fiscal year 2020-21; and

WHEREAS, pursuant to said Resolution, the Engineer's Report was prepared by SCI Consulting Group, Engineer of Work, in accordance with Section 22565, et seq., of the Streets and Highways Code (the "Report") and Article XIID of the California Constitution; and

WHEREAS, by Resolution No. 2020-15, the District Board preliminarily approved the Engineer's Report for said District and set a date for a Public Hearing; and

WHEREAS, said report was duly made and filed with the Clerk of the Board and duly considered by

this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that June 25th, 2020, at the hour of 6:00 p.m. in the Board Room of the District Office, located at 471 Maidu Drive, Auburn, California, 95603 were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law, including information regarding remote access to the hearing via internet video conference; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of assessment were fully heard and considered by the Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the continuation of assessment and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The public interest, convenience and necessity require that the levy be made.

SECTION 2. The Assessment District benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Clerk of the Board, which map is made a part hereof by reference thereto.

SECTION 3. The assessment is levied without regard to property valuation.

SECTION 4. The Engineer's Report as a whole and each part thereof, to wit:

(a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;

(b) the diagram showing the assessment district, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the Assessment District; and

(c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Assessment District in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto;

are finally approved and confirmed.

SECTION 5. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.

SECTION 6. That assessments for fiscal year 2020-21 shall be continued at the rate of one hundred eighty-five dollars and fifty-four cents (\$185.54) per single family equivalent benefit unit as specified in the Engineer's Report for fiscal year 2020-21, with estimated total annual assessment revenues as set forth in the Engineer's Report; and

SECTION 7. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2020-21 is hereby levied. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.

SECTION 8. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.

SECTION 9. Immediately upon the adoption of this resolution, but in no event later than the third Monday in August following such adoption, the Clerk of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Placer. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Atwood Ranch III Landscaping and Lighting Assessment District.

SECTION 10. Upon receipt of the moneys representing assessments collected by the County, the County shall deposit the moneys in the District Treasury to the credit of the improvement fund previously established under the distinctive designation of the Assessment District. Moneys in the improvement fund shall be expended only for the maintenance, servicing, construction or installation of the improvements.

SECTION 11. The Clerk of the Board shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

SECTION 12. The Board of Directors of the Auburn Area Recreation and Park District hereby certifies that the assessments to be placed on the fiscal year 2020-21 property tax bills meet the requirements of Proposition 218 that added Articles XIIC and XIID to the California Constitution.

PASSED AND ADOPTED this 25th day of June, 2020.

AYES:

NOES:

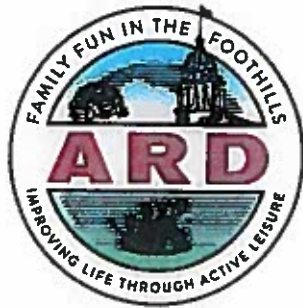
ABSENT:

ABSTAIN:

Scott R. Holbrook
Chair, Board of Directors

ATTEST:

Pat Larson
Clerk of the Board



AUBURN AREA RECREATION & PARK DISTRICT

ATWOOD RANCH III LANDSCAPING AND
LIGHTING ASSESSMENT DISTRICT

ENGINEER'S REPORT

MAY, 2020

PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND
ARTICLE XIII D OF THE CALIFORNIA CONSTITUTION

ENGINEER OF WORK:
SCI Consulting Group
4745 MANGELS BLVD.
FAIRFIELD, CALIFORNIA 94534
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AUBURN AREA RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

Scott R. Holbrook, Chairman
H. Gordon Ainsleigh, Director
Jim Ferris, Director
James A. Gray, Director
Mike Lynch, Director

DISTRICT ADMINISTRATOR

Kahl Muscott

ADMINISTRATIVE SERVICES MANAGER

Veona Galbraith

CLERK/SECRETARY OF THE BOARD AND TO THE DISTRICT ADMINISTRATOR

Pat Larson

DISTRICT LEGAL COUNSEL

Derek Cole

ENGINEER OF WORK

SCI Consulting Group
Lead Assessment Engineer, John Bliss, M. Eng., P.E.

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INTRODUCTION

ASSESSMENT BACKGROUND

The Auburn Area Recreation and Park District, Atwood Ranch III Landscaping and Lighting Assessment District (the "Assessment District"), was formed by a mailed ballot proceeding in 2004 to provide funding for the maintenance and improvement of the neighborhood park facilities and wetlands preserve areas adjacent to the properties in the Atwood Ranch III subdivision that forms the Assessment District (the "Improvements"). The Atwood Ranch III subdivision is located south of Atwood Road, generally to the northwest of the intersection of Bean Road and Kemper Road. The subdivision is comprised of 143 single family residences. This Assessment District formation resulted from agreements or conditions of development approval between the Auburn Area Recreation and Park District ("RPD") and the property owner, Morrison Homes, Inc., whereby the RPD and property owner agreed on neighborhood park maintenance to improve the appeal of the community, and maintenance of wetlands preserve areas pursuant to Army Corps of Engineers mandates.

ASSESSMENT PROCESS

In 2004, the Auburn Area Recreation and Park District Board of Directors (the "Board") conducted an assessment ballot proceeding pursuant to the requirements of Article XIII D of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Landscaping and Lighting Act of 1972. During this ballot proceeding, property owners in the Assessment District were mailed a notice and ballot for the proposed Assessment District. A 45-day period was provided for balloting and a public hearing was conducted on December 16, 2004. After the close of the public input portion of the public hearing, all ballots returned within the 45-day balloting period were tabulated.

The tabulation results determined that the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which the ballot was submitted).

As a result, the Board gained the authority to approve the levy of the assessments for fiscal year 2005-06 and to continue to levy them in future years. The initial, maximum assessment rate balloted and established in Fiscal Year 2005-06 was \$148.62 per single family equivalent benefit unit. The levies were submitted to the Placer County Auditor for inclusion on the property tax rolls for fiscal year 2005-06. The assessments may be continued in future years and may be increased in future years by an annual adjustment tied to the Consumer Price Index for the San Francisco Bay Area as of December of each succeeding year, with the maximum annual adjustment not to exceed 5%. Any change in the CPI in excess of 5% shall be cumulatively reserved as the "Unused CPI" and may be used to increase the maximum authorized assessment rate in years in which the CPI is less than 5%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied, adjusted annually by the minimum of 1) 5% or 2) the change in the CPI plus any Unused CPI as described above. Based on the preceding annual

adjustments, the maximum possible assessment rate for Fiscal Year 2019-20 was \$215.81 per single family equivalent benefit unit. The annual change in the CPI from December 2018 to December 2019 was 2.45%. Therefore, the maximum authorized assessment rate for Fiscal Year 2020-21 has been increased from \$215.81 to \$221.10 per single family equivalent benefit unit. However, the estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2020-21 at the rate of \$185.54 per single family equivalent benefit unit, which is less than the maximum authorized assessment rate.

ENGINEER'S REPORT AND CONTINUATION OF ASSESSMENTS

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report, budgets and proposed assessments for the upcoming fiscal year. After the Engineer's Report is completed, the Board may preliminarily approve the Engineer's Report and proposed assessments and establish the date for a public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board by Resolution No. 2020-03 adopted on February 27th, 2020.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements and services that would be funded by the proposed 2020-21 assessments, determine the benefits received from the assessments and the method of assessment apportionment to lots and parcels within this area. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act") and Article XIII D of the California Constitution (the "Article"). This Report is the detailed Engineer's Report required by the Article and the report required by Section 22565 of the Act.

Following submittal of this Report to the Board for preliminary approval, the Board may, by Resolution, call for the Public Hearing on the continued assessments for park maintenance and improvements. This hearing is scheduled for June 25th, 2020 at 6:00 p.m. After the close of the hearing, the Board may take action to approve the continuation of the assessments for fiscal year 2020-21. If the assessments are so confirmed and approved, the levies will be submitted to the County Auditor/Controller in June 2020 for inclusion on the property tax roll for Fiscal Year 2020-21.

The maintenance of 10.69 acres of wetlands preserve areas was provided by the developer for the first five years after the Assessment District was formed in Fiscal Year 2005-06. Following that time period, the wetlands preserve areas maintenance services were to be provided by the Auburn Area Recreation and Park District. Maintenance of the wetlands preserve areas is now provided by the Auburn Area RPD.

LEGAL ANALYSIS

PROPOSITION 218

This assessment was formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now Article XIII C and XIII D of the California Constitution. Proposition 218 provides for benefit

assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including a property-owner balloting, for the formation and continuation of assessments, and these requirements are satisfied by the process used to establish this assessment.

SILICON VALLEY TAXPAYERS ASSOCIATION, INC. V SANTA CLARA COUNTY OPEN SPACE AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant court case in further legally clarifying the substantive assessment requirements of Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
- The services and/or improvements funded by assessments must be clearly defined
- Special benefits are directly received by and provide a direct advantage to property in the assessment district

DAHMS V. DOWNTOWN POMONA PROPERTY

On June 8, 2009, the 4th Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

BONANDER V. TOWN OF TIBURON

On December 31, 2009, the 1st District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based on in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

BEUTZ V. COUNTY OF RIVERSIDE

On May 26, 2010 the 4th District Court of Appeals issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services was not explicitly calculated, quantified and separated from the special benefits.

GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIIC and XIID of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the benefiting property in the Assessment District enjoys close and unique proximity, access and views to the Improvements; the Improvements serve as an extension of usable land area for benefiting properties in the Assessment District; and such special benefits provide a direct advantage to property in the Assessment District that is not enjoyed by the public at large or other property. In addition, the improvements are directly available to and will directly benefit property in the Assessment District; and the improvements provide a direct advantage to property in the Assessment District that would not be received in absence of the Assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the Services will directly benefit property in the Assessment District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. Moreover, while *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more conservative measure of general benefits.

The Engineer's Report is consistent with *Bonander* because the Assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

PLANS & SPECIFICATIONS

Following is a description of the Services that are provided for the benefit of property in the Assessment District. This Assessment District was created as a condition of development for the corresponding developments. Accordingly, prior to these developments, the level of Service in these areas was effectively zero. The formula below describes the relationship between the final level of improvements, the baseline level of service (pre-development) had the assessment not been instituted, and the enhanced level of improvements funded by the assessment.

Final Level of Service	=	Baseline Level of Service (zero, pre-development)	+	Enhanced Level of Service
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The work and improvements ("Improvements") proposed to be undertaken by the Auburn Area Recreation & Park District and the Atwood Ranch III Landscaping and Lighting Assessment District, (the "Assessment District") and the costs thereof paid from the levy of the annual assessments provide special benefit to Assessor Parcels within the Assessment District as defined in the Method of Assessment herein. Consistent with the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public improvements, including but not limited to, labor, materials, supplies, utilities and equipment, as applicable, for property within the Assessment District that is owned or maintained by the Auburn Area Recreation & Park District. Any plans and specifications for these improvements will be filed with the District Administrator of the Auburn Area Recreation & Park District and are incorporated herein by reference.

As applied herein, "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of any improvement, including repair, removal or replacement of all or any part of any improvement; providing for the life, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current, or energy, gas or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements; or water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

FISCAL YEAR 2020-21 ESTIMATE OF COST AND BUDGET

ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**DESCRIPTION OF IMPROVEMENTS**

Within the Assessment District, the existing and proposed improvements are generally described as maintenance of a neighborhood park and tot lot within the development area known as Atwood Ranch III, as well as trails in the wetlands preserve area; irrigation and turf of a small grass area adjacent to the tot lot; monitoring of 10.69 acres of wetlands preserve area (located within the area currently known as Lots B and C) with associated riparian scrub land, seeps, floodplains and drainage areas to a stormwater detention area; and reporting once yearly to the Army Corps of Engineers, including biology reports and project management reports.

FIGURE 1 – ESTIMATE OF COST

Auburn Area Recreation and Park District Atwood Ranch III Landscaping & Lighting Assessment District Estimate of Cost 2020-21		
Beginning Fund Balance, June 30, 2020 ¹		(\$11,503.13)
Equipment Replacement Reserve Balance, June 30, 2020 ²		\$5,003.66
Installation, Maintenance & Servicing Costs		
Maintenance Labor (Incl. Roll-Ups)	\$7,150.00	
Water Costs	\$4,210.00	
Park Improvements (turf, irrigation)	\$5,000.00	
Preserve Monitoring	\$4,000.00	
Repayment to General Fund ³	\$3,000.00	
Subtotal - Installation, Maintenance and Servicing		\$23,360.00
Administrative Costs		
County Collection Charges	\$253.00	
Insurance	\$585.00	
Administration Costs	\$3,740.00	
Subtotal - Administration		\$4,578.00
Totals for Installation, Maintenance, Servicing and Administration		<u>\$27,938.00</u>
Total Benefit of Improvements		\$27,938.00
Equivalent Dwelling Units (EDU)		143
Benefit Received per Equivalent Dwelling Unit		\$195.37
Less:		
Contribution from Other Sources for General Benefit		(\$1,405.78)
Net Cost of Installation, Maintenance, Servicing and Administration		<u>\$26,532.22</u>
Budget Allocation to Property		
Total Assessment Budget		\$26,532.22
Total Equivalent Dwelling Units		143
Assessment per Equivalent Dwelling Unit		<u>\$185.54</u>

^{1,3} In Fiscal Year 2019-20, the Auburn Area RPD experienced a depletion of the beginning fund balance for the Assessment District, which was caused by the following projects that were undertaken:

- Replacement of previously planted shrubs and bushes that had died
- Repairs to the walking pathway due to root intrusion and uplifting, creating a safety hazard
- Upon notification of a requirement from Cal Fire, defensible space in the nature preserve was increased from 25 feet to 100 feet

These projects resulted in much higher labor and park improvement costs, including equipment rentals, which will have to be repaid over time from the Assessment District to the RPD's General Fund. The necessity to repay the funds borrowed from the General Fund is a major factor requiring the assessment rate increase in Fiscal Year 2020-21.

² The item "Equipment Replacement Reserve Balance" refers to funds maintained for future replacement of playground equipment and picnic tables.

NOTES:

The maintenance of 10.69 acres of wetlands preserve areas was provided by the developer for the first five years after the Assessment District was formed, beginning in Fiscal Year 2005-06. The wetlands preserve area maintenance is now provided by the Auburn Area RPD.

Beginning in 2012, the Auburn Area RPD, by agreement with the Homeowners' Association, commenced maintenance of additional improvements installed and paid for by the HOA in the former "natural turf" area adjacent to the tot lot, including installation and maintenance of irrigation and turf.

In 2015 the Auburn Area RPD entered into another agreement with the Homeowners' Association to make a one-time contribution of \$2,500 towards further maintenance of the wetlands preserve area, particularly to eliminate issues of stagnant water.

Because maintenance needs and requirements may fluctuate over time, in accordance with Proposition 218 the assessments may increase in any given fiscal year up to the maximum allowable rate, even following a year in which a lower rate was assessed.

METHOD OF APPORTIONMENT

METHOD OF APPORTIONMENT

This section of the Engineer's Report includes an explanation of the benefits to be derived from the installation, maintenance and servicing of neighborhood park improvements and wetlands preserve areas; and the methodology used to apportion the total assessment to properties within the Atwood Ranch III Landscaping and Lighting Assessment District.

The Atwood Ranch III Landscaping and Lighting Assessment District consists of all Assessor Parcels within the boundaries as defined by the Assessment Diagram included within this Report and the Assessor Parcel Numbers listed within the included Assessment Roll. The method used for apportioning the assessments is based upon the proportional special benefits to be derived by the properties in the Atwood Ranch III Landscaping and Lighting Assessment District, over and above general benefits conferred on real property or to the public at large. The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. This benefit is received by property over and above any general benefits. Moreover, such benefit is not based on any one property owner's use of the Assessment District's neighborhood parks or wetlands preserve areas, or a property owner's specific demographic status. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

The following benefit categories summarize the types of special benefit to residential, commercial, industrial and other lots and parcels resulting from the installation, maintenance and servicing of lighting improvements to be provided with the assessment proceeds. These categories of special benefit are derived from the statutes passed by the California Legislature and other studies which describe the types of special benefit received by

property from maintenance and improvements such as those proposed by the Auburn Area Recreation & Park District and the Atwood Ranch III Landscaping and Lighting Assessment District. These types of special benefit are summarized as follows:

- A. **PROXIMITY TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT.**
- B. **ACCESS TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT.**
- C. **IMPROVED VIEWS WITHIN THE ASSESSMENT DISTRICT.**
- D. **EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS.**
- E. **CREATION OF INDIVIDUAL LOTS FOR RESIDENTIAL USE THAT, IN ABSENCE OF THE ASSESSMENTS, WOULD NOT HAVE BEEN CREATED.**

In this case, the recent the SVTA v. SCCOSA decision provides enhanced clarity to the definitions of special benefits to properties in three distinct areas:

- Proximity
- Expanded or improved access
- Views

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).

Proximity, improved access and views, in addition to the other special benefits listed above further strengthen the basis of these assessments.

BENEFIT FACTORS

The special benefits from the Improvements are further detailed below:

PROXIMITY TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT

Only the specific properties within close proximity to the Improvements are included in the Assessment District. Therefore, property in the Assessment District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Assessment District do not share.

In absence of the assessments, the Improvements would not be provided and the park areas in the Assessment District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Assessment District, they provide a direct advantage and special benefit to property in the Assessment District.

ACCESS TO IMPROVED PARK AREAS WITHIN THE ASSESSMENT DISTRICT

Since the parcels in the Assessment District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved park areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Assessment District.

IMPROVED VIEWS WITHIN THE ASSESSMENT DISTRICT

The RPD, by maintaining these park areas, provides improved views to properties in the Assessment District. The properties in the Assessment District enjoy close and unique proximity, access and views of the Improvements; therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Assessment District.

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part because it is cost prohibitive to provide large open land areas on property in the Assessment District, the residential and other benefiting properties in the Assessment District do not have large outdoor areas and green spaces. The park areas within the Assessment District provide additional outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

CREATION OF INDIVIDUAL LOTS FOR RESIDENTIAL USE THAT, IN ABSENCE OF THE ASSESSMENTS, WOULD NOT HAVE BEEN CREATED

Typically, the original owner/developer of the property within the Assessment District agreed to the assessments. As parcels were sold, new owners were informed of the assessments through the title reports, and in some cases, through Department of Real Estate "White Paper" reports that the parcels were subject to assessment. Purchase of property was also an "agreement" to pay the assessment. Moreover, in absence of the assessments, the lots within the Assessment District would not have been created. These lots, and the improvements they support, are a special benefit to the property owners.

GENERAL VERSUS SPECIAL BENEFIT

The proceeds from the Atwood Ranch III Landscaping and Lighting Assessment District would be used to fund improvements and increased levels of maintenance to the amenities adjoining the properties in the Assessment District. In absence of the Atwood Ranch III Landscaping and Lighting Assessment District, such improvements would not be provided and the properties would not be subdivided and improved to the same extent. The Assessment District is specifically proposed to provide additional and improved public resources in the Assessment District. The park improvements provided by the Atwood Ranch III Landscaping and Lighting Assessment District increase recreational opportunities to the homes within the Atwood Ranch III development, providing benefit to the development itself and are deemed to be of special benefit. In absence of the assessments, these public resources would not be created and revenues would not be available for their continued maintenance and improvement. Therefore, the assessments solely provide special benefit to property in the Assessment District over and above the general benefits conferred by the general facilities of the Assessment District.

Although these Improvements may be available to the general public at large, the park area within the Assessment District is specifically designed, located and created to provide additional and improved public resources for property inside the Assessment District, and not the public at large. Other properties that are either outside the Assessment District or within the Assessment District and not assessed, do not enjoy the unique proximity, access, views and other special benefit factors described previously. These Improvements are of special benefit to properties located within the Assessment District because they provide a direct advantage to properties in the Assessment District that would not be provided in absence of the Assessments.

There is no widely-accepted or statutory formula for calculating general benefit. General benefits are benefits from improvements or services that are not special in nature, are not "particular and distinct" and are not "over and above" benefits received by other properties. The SVTA vs. SCCOSA decision provides some clarification by indicating that general benefits provide "an indirect, derivative advantage" and are not necessarily proximate to the improvements.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer's Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer's Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments.

Although the analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments - the funding must come from other sources.

One measure of general benefits from park and recreation Improvements is the percentage of time such park and recreation Improvements are used by individuals who are not residents, employees, customers or property owners in the Assessment District. Field surveys conducted by SCI in many other similar communities in California have found that for similar local parks such as those within the Assessment District, typically 5% of the park users do not live or work within the Assessment District. This is a measure of the general benefits to the public at large.

5%	(General Benefit)
+ 95%	(Special Benefit)
= 100%	(Total Benefit)

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the Auburn Area Recreation and Park District, and Placer County as well as other public agencies. This funding comes in the form of grants, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g., curbs, gutters, streets, drainage systems, etc.). This funding from other sources more than compensates for general benefits, if any, received by the properties within the assessment district. The sum total of this contribution exceeds the 5% minimum needed to offset any general benefit, as noted above.

METHOD OF ASSESSMENT

The second step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Equivalent Dwelling Units (EDU). This EDU methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated an EDU value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Equivalent Dwelling Unit or one EDU.

ASSESSMENT APPORTIONMENT

The proposed assessments for the Atwood Ranch III Landscaping and Lighting Assessment District would provide direct and special benefit to properties in this Assessment District. Atwood Ranch III is a residential single family development project consisting of 143 single family homes. As such, each residential property receives similar benefit from the proposed improvements. Therefore, the Engineer has determined that the appropriate method of

apportionment of the benefits derived by all parcels is on a dwelling unit basis. All improved properties or properties proposed for development are assigned an EDU factor equal to the number of dwelling units developed or planned for the property. The assessments are listed on the Assessment Roll in Appendix A.

APPEALS AND INTERPRETATION

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the District Administrator or his or her designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the District Administrator or his or her designee will promptly review the appeal and any information provided by the property owner. If the District Administrator or his or her designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the District Administrator or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any property owner who disagrees with the decision of the District Administrator or her or his designee, may refer their appeal to the Board of Directors of the Auburn Area Recreation & Park District and the decision of the Board of Directors of the Auburn Area Recreation & Park District shall be final.

ASSESSMENT

WHEREAS, the Board of Directors of the Auburn Area Recreation & Park District, County of Placer, California, by its Resolution No. 2020-03 adopted on February 27th, 2020, ordered the initiation of proceedings for the continuation of the assessments for the Atwood Ranch III Landscaping and Lighting Assessment District for Fiscal Year 2020-21, pursuant to the provisions of the Landscaping and Lighting Act of 1972 and Article XIID of the California Constitution (collectively "the Act");

WHEREAS, said Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Assessment District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Assessment District, to which Resolution and the description of said proposed improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of said Auburn Area Recreation & Park District, hereby make the following assessment to cover the portion of the estimated cost of said improvements, and the costs and expenses incidental thereto to be paid by the Assessment District.

The amount to be paid for said improvements and the expense incidental thereto, to be paid by the Atwood Ranch III Landscaping and Lighting Assessment District for the fiscal year 2020-21, is generally as follows in Figure 2 on the next page.

SUMMARY COST ESTIMATES

FIGURE 2 - ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT SUMMARY COST ESTIMATES, FISCAL YEAR 2020-21

	<i>FY 2020-21</i> <u>BUDGET</u>
Park Maintenance & Improvements	\$16,360
Preserve Maintenance and Monitoring	\$4,000
Repayment to General Fund	\$3,000
Incidental Expenses	<u>\$4,578</u>
TOTAL BUDGET	\$27,938
Less:	
Contribution from Other Sources for General Benefit	(\$1,406)
NET AMOUNT TO ASSESSMENTS	<u>\$26,532</u>

As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of the Atwood Ranch III Landscaping and Lighting Assessment District. The distinctive number of each parcel or lot of land in the said Atwood Ranch III Landscaping and Lighting Assessment District is its Assessor Parcel Number appearing on the Assessment Roll.

And I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within the Atwood Ranch III Landscaping and Lighting Assessment District, in accordance with the special benefits to be received by each parcel or lot from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessments are made upon the parcels or lots of land within the Atwood Ranch III Landscaping and Lighting Assessment District, in proportion to the special benefits to be received by the parcels or lots of land, from said improvements.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 5%. Any change in the CPI in excess of 5% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 5%. The maximum

authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 5% or 2) the change in the CPI plus any Unused CPI as described above.

Property owners in the Assessment District, in an assessment ballot proceeding, approved the initial fiscal year benefit assessment for special benefits to their property including the CPI adjustment schedule, so the assessment may continue to be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

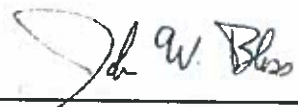
Based on the preceding annual adjustments the maximum possible assessment rate for Fiscal Year 2019-20 was \$215.81 per single family equivalent benefit unit. The annual change in the CPI from December 2018 to December 2019 was 2.45%. Therefore, the maximum authorized assessment rate for Fiscal Year 2020-21 has been increased from \$215.81 to \$221.10 per single family equivalent benefit unit. However, the estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2020-21 at the rate of \$185.54 per single family equivalent benefit unit, which is less than the maximum authorized assessment rate.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Placer for the fiscal year 2020-21. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2020-21 for each parcel or lot of land within the said Atwood Ranch III Landscaping and Lighting Assessment District.

Dated: May 11, 2020

Engineer of Work

By 

John W. Bliss, License No. C52091



ASSESSMENT DIAGRAM

The boundaries of the Atwood Ranch III Landscaping and Lighting Assessment District are displayed on the following Assessment Diagram.

APPENDIX A – ASSESSMENT ROLL, FY 2020-21

The Assessment Roll (a listing of all parcels assessed within the Atwood Ranch III Landscaping and Lighting Assessment District, and the amount of the assessments) will be filed with the Clerk of the Board and is, by reference, made part of this report and is available for public inspection during normal office hours.

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.

**AUBURN AREA RECREATION AND PARK DISTRICT
Atwood Ranch III Landscaping and Lighting Assessment District
Assessment Roll 2020-21
Sorted by Assessor's Parcel Number Order**

Assessment Number & Assessor					Assessment Number & Assessor				
Parcel Number	Owner Name(s)	Site Address	SFE	Assmnt	Parcel Number	Owner Name(s)	Site Address	SFE	Assmnt
051440001	KUNKEL KIMERLY A	11355 SPUR	1.00	185.54	051450026	AYERS LARRY &	11210 BOSAL	1.00	185.54
051440002	BAILEY DEBORAH E	11345 SPUR	1.00	185.54	051450027	CONDY BEVERLY R	11206 BOSAL	1.00	185.54
051440003	GREENE MICHAEL D &	11335 SPUR	1.00	185.54	051450028	SEISA CUSTODIO &	11200 BOSAL	1.00	185.54
051440004	AIELLO LARRY S &	11325 SPUR	1.00	185.54	051450029	TAYLOR DEBBIE E	11201 BOSAL	1.00	185.54
051440005	SHEPARD JEREMY ET	11315 SPUR	1.00	185.54	051450030	PLATZ LISELOTTE TR	11205 BOSAL	1.00	185.54
051440006	LEEP KENNETH &	11305 SPUR	1.00	185.54	051450031	GARLICK SHARON &	11209 BOSAL	1.00	185.54
051440007	MCGOURTY DANIEL	2678	1.00	185.54	051450032	SCOTT KEVIN A &	2570 VAQUERO	1.00	185.54
051440008	CROSBY DAVID E &	2654	1.00	185.54	051450033	MADSEN GERAM &	2566 VAQUERO	1.00	185.54
051440009	RAMIREZ JOSE CRUZ	2690	1.00	185.54	051450034	SMITH DEBRA A TR	2560 VAQUERO	1.00	185.54
051440010	AYALA RAQUEL &	2696	1.00	185.54	051450035	BARNTHOUSE JUSTIN	2565 VAQUERO	1.00	185.54
051440011	DECK CRYSTAL	2500 VAQUERO	1.00	185.54	051450036	MOHS GREG & MOHS	2569 VAQUERO	1.00	185.54
051440012	WATSON JUANITA E &	2508 VAQUERO	1.00	185.54	051450037	MCDONALD MICHAEL	2575 VAQUERO	1.00	185.54
051440013	BOVE JOSHUA S &	2510 VAQUERO	1.00	185.54	051450038	NELSON DAVID R &	2579 VAQUERO	1.00	185.54
051440014	SCHULZ ZACHARY	2509 VAQUERO	1.00	185.54	051450039	COOK KEVIN	2583 VAQUERO	1.00	185.54
051440015	KJER VIRGINIA M TR	2505 VAQUERO	1.00	185.54	051450040	RING KEVIN P & RING	2587 VAQUERO	1.00	185.54
051440016	JENSEN CHARLES E &	2501 VAQUERO	1.00	185.54	051450041	WORTON JEFF &	2591 VAQUERO	1.00	185.54
051440017	RODGERS SHANE C	11320 SPUR	1.00	185.54	051450042	GEORGE ADAM DAVID	2595 VAQUERO	1.00	185.54
051440018	FRANKLIN PEGGY J	11340 SPUR	1.00	185.54	051450043	PRICE JERRITT D &	2599 VAQUERO	1.00	185.54
051440019	JONES BRENTON &	11350 SPUR	1.00	185.54	051450044	BUCKMEYER ROBERT	11245 BOSAL	1.00	185.54
051440020	HENRIQUES CARLENE	2673	1.00	185.54	051450045	FEIN MARY HELEN TR	11251 BOSAL	1.00	185.54
051440021	KELLY FRANK LIND &	2687	1.00	185.54	051450046	GETZ DANIEL & GETZ	11258 BOSAL	1.00	185.54
051440022	SPAIN JUDY SHARON	2661	1.00	185.54	051450047	CULWELL CLARENCE	11261 BOSAL	1.00	185.54
051440023	REXIUS JAMES N JR &	2655	1.00	185.54	051450048	BRINK SCOTT	11269 BOSAL	1.00	185.54
051440024	ANDERSON DONALD	2649	1.00	185.54	051450049	GARCIA WILLIAM R TR	11271 BOSAL	1.00	185.54
051440025	BALOTE MAUREEN	2643	1.00	185.54	051450050	SINGH BHUPINDER	11276 BOSAL	1.00	185.54
051440026	BROXTERMAN	2539 VAQUERO	1.00	185.54	051450051	KOENIG CARL	11285 BOSAL	1.00	185.54
051440027	ALBERTAZZI	2535 VAQUERO	1.00	185.54	051450052	GONZALEZ ANNER	11289 BOSAL	1.00	185.54
051440028	GREENHALGH	2531 VAQUERO	1.00	185.54	051450053	DAVISON SHAWN W	11309 BOSAL	1.00	185.54
051440029	HUCKINS CHARLES E	2525 VAQUERO	1.00	185.54	051450054	SHERMAN STEPHEN	11313 BOSAL	1.00	185.54
051440030	HIRSCH WILLIAM E &	2527 VAQUERO	1.00	185.54	051450055	FEIN MARY HELEN TR	11319 BOSAL	1.00	185.54
051440031	SKRABER GEOFFREY	2519 VAQUERO	1.00	185.54	051450056	WATSON MASON &	11323 BOSAL	1.00	185.54
051440032	COX STEVE & COX	2515 VAQUERO	1.00	185.54	051450057	DURR BRYAN J &	11333 BOSAL	1.00	185.54
051450001	HARRIS MICHAEL &	11338 BOSAL	1.00	185.54	051450059	AUBURN UNION		0.00	0.00
051450002	MORGAN JEFFREY H	11330 BOSAL	1.00	185.54	051460001	STILLMAN JANET M &	11026 CABALLO	1.00	185.54
051450003	MAY HAYDEN E	11326 BOSAL	1.00	185.54	051460002	JOHNSRUD MATTHEW	11023 CABALLO	1.00	185.54
051450004	DILGER MATTHEW &	11322 BOSAL	1.00	185.54	051460003	AYERS LARRY DALE	11017 CABALLO	1.00	185.54
051450005	KEMPAIN CLAYTON	11316 BOSAL	1.00	185.54	051460006	TAYLOR SUSAN A	11003 CABALLO	1.00	185.54
051450006	BRANSON JANA M &	11310 BOSAL	1.00	185.54	051460007	WERNITZ RICHARD S	11000 CABALLO	1.00	185.54
051450007	HATASHITA JASON D	11308 BOSAL	1.00	185.54	051460008	CEHAN E GREGORY &	11004 CABALLO	1.00	185.54
051450008	NEWMAN-BARRERA	11300 BOSAL	1.00	185.54	051460009	BOZZIEN TIMOTHY JR	11008 CABALLO	1.00	185.54
051450009	COLLOM CRAIG D &	11296 BOSAL	1.00	185.54	051460010	PARSON RUSSELL	11020 CABALLO	1.00	185.54
051450010	AVELAR LAURA &	11290 BOSAL	1.00	185.54	051460011	ELLIS SHARIE M TR	11024 CABALLO	1.00	185.54
051450011	WILLIAMS ELIZABETH	11286 BOSAL	1.00	185.54	051460012	LANNING DAVID &	11028 CABALLO	1.00	185.54
051450012	RAMIREZ CHRISTINE	11280 BOSAL	1.00	185.54	051460013	MOORE GAVIN &	11032 CABALLO	1.00	185.54
051450013	HINSHAW DAVID M TR	11278 BOSAL	1.00	185.54	051460014	EVANS DONALD &	11100 CABALLO	1.00	185.54
051450014	PLATT MARGARET E	11270 BOSAL	1.00	185.54	051460015	CLIFTON SCOTT &	2810 ORBECK	1.00	185.54
051450015	NISSEN FRANK J JR	11266 BOSAL	1.00	185.54	051460016	MELICK ANN	2820 ORBECK	1.00	185.54
051450016	MITCHELL KATHLEEN	11260 BOSAL	1.00	185.54	051460017	FEATHERSTON	2830 ORBECK	1.00	185.54
051450017	DONOVAN CAROLE	11258 BOSAL	1.00	185.54	051460018	SHARP GLEN &	2825 ORBECK	1.00	185.54
051450018	PERILLOUX BRUCE E	11250 BOSAL	1.00	185.54	051460019	BORGES KRISTEN A	2815 ORBECK	1.00	185.54
051450019	BARRY SCOTT	11246 BOSAL	1.00	185.54	051460020	KEARNS KEN &	2805 ORBECK	1.00	185.54
051450020	STORMENT RALPH L	11240 BOSAL	1.00	185.54	051460021	HUMPHREY LORI E TR	11013 CABALLO	1.00	185.54
051450021	MUNKHAT TSOLOMON	11238 BOSAL	1.00	185.54	051460023	RANKIN JOANNE &	11009 CABALLO	1.00	185.54
051450022	JOHL RAVINDER &	11230 BOSAL	1.00	185.54	051470001	YETKA NELLIE	11095 CABALLO	1.00	185.54
051450023	MALIG GEORGE P &	11226 BOSAL	1.00	185.54	051470002	SALVATION ARMY A	11091 CABALLO	1.00	185.54
051450024	SAPETA GARY C TR	11220 BOSAL	1.00	185.54	051470003	PICAMAN JERRY A	11087 CABALLO	1.00	185.54
051450025	MARSHALL LORETTA	11216 BOSAL	1.00	185.54	051470004	FONTES SYLVIA ANN	11083 CABALLO	1.00	185.54

Item 7.2 Cover Sheet: Resolution #2020-20 Indemnifying Placer County for Collection of Atwood III Assessments

Auburn Area Recreation and Park District Acquisition and Development Committee Meeting, June 2020; Board meeting June 25, 2020

THE ISSUE:

Shall the Auburn Area Recreation and Park District (ARD) adopt a resolution defending and indemnifying Placer County for collection of Atwood III assessments?

BACKGROUND:

Placer County collects the assessment for the Atwood III Lighting and Landscape District on behalf of ARD. Placer County requires that agencies such as ARD (in this case) defend and indemnify the County from any legal challenges to the assessment.

RECOMMENDATION FOR THE BOARD OF DIRECTORS

The ARD A&D Committee recommends that the ARD Board of Directors review, adopt and approve Resolution #2020-20, a resolution defending and indemnifying Placer County for collection of Atwood III assessments.

FISCAL IMPACT

There is no fiscal impact to approving this resolution. Not approving the resolution could have fiscal impacts due to possible non-collection.

ATTACHMENTS:

Resolution 2020-20

RESOLUTION NO. 2020-20
REQUESTING COLLECTION OF CHARGES ON TAX ROLL
FOR TAX YEAR 2020-21

TAX CODE NUMBER: 84150

DIRECT CHARGE NAME: Auburn Area Recreation and Park District, Atwood Ranch III
Landscaping and Lighting Assessment District

Whereas, the Auburn Area Recreation and Park District (hereinafter "District") requests the County of Placer collect on the County tax rolls certain charges which have been imposed pursuant to Article XIID of the California Constitution and the Landscaping and Lighting Act of 1972, by the District, attached hereto, and

Whereas, the County has required as a condition of the collection of said charges that the District warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

Now, Therefore, Be It Hereby Resolved by the Board of Directors of District that:

1. The Auditor-Controller of Placer County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The District warrants and represents that the taxes, assessments, fees and/or charges imposed by the District and being requested to be collected by Placer County comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
3. The District releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County on the property tax roll of any taxes, assessments, fees and/or charges on behalf of District.
4. In consideration for the County's collection of the charge through the County's property tax roll, the District agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of District's said taxes, assessments, fees and/or charges requested to be collected by County for District, or in any manner arising out of District's establishment and imposition of said taxes, assessments, fees and/or charges. District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one

of District's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of District, including property taxes.

5. The District agrees that its officers, agents and employees will cooperate with the County by responding to all inquiries referred to District by County from any person concerning the District's taxes, assessments, fees and/or charges, and that District will not refer such persons to County officers and employees for response.
6. The District agrees to pay the County for the reasonable and ordinary charges to recoup its costs of placement and collection on the tax rolls at the agreed upon rate of 1% of the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800.

PASSED AND ADOPTED by District this 25th day of June, 2020, by the following vote on roll call:

AYES:

NOES:

ABSENT:

ABSTAIN:

Scott R. Holbrook
CHAIR, BOARD OF DIRECTORS

ATTEST:

Pat Larson
SECRETARY TO THE BOARD OF DIRECTORS

Item 8.1 Cover sheet – Unfunded CalPERS Pension Reserve Funding

Auburn Area Recreation and Park District Finance Committee June, 2020; Board of Director's meeting June 25, 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.

Recommendation for the Board of Directors

The Finance Committee recommended to the Board that ARD only transfer the budgeted \$45,800 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.

Staff agrees with this recommendation:

Alternatives available

- 1) Fund the extra \$47,600. This would be paid for with funding from ARD's Contingency Reserve and/or more cuts. 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.

Fiscal Impact

As stated.

Attachments

None.

Item 8.2 Cover sheet – Resolution #2020-23 CalPERS Health Insurance for Union Represented employees

Auburn Area Recreation and Park District Board of Directors meeting June, 2020

The Issue

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution #2020-23, approving a contract with CalPERS for Health Insurance for District Union Represented Employees, beginning August 1st, 2020?

Background

The Board of Directors have tentatively approved the agreement with Local 39 Stationary Engineers. This agreement includes contracting for Health Insurance through CalPERS.

CalPERS requires a resolution to move forward with this supplemental contract adding the Union Represented group of employees as “02 Represented” to our original contract signed in October 2015 in which “01 Non-Represented” employees were enrolled with CalPERS Health Insurance.

In 2017 Governmental Code 7507 was implemented, requiring that a projected actuarial be done to provide data for estimated future costs. This will provide transparency prior to contracting with CalPERS on this new amended contract for Union employee’s healthcare.

New enrollment in CalPERS health insurance (based on PersSelect)

EE Only = 520.29	ARD Portion = 520.29	EE Portion = \$ 0.00
EE + 1 = 1,040.58	ARD Portion = 1,000.00	EE Portion = \$40.58
Family = 1,352.75	ARD Portion = 1,300.00	EE Portion = \$52.75

Employees may choose any plan, and pay more, but the ARD portion stays the same.

Retired employees may elect to keep their coverage at a cost to the District of \$1 per month. This amount rises annually by 5% of the District’s total monthly contributions, and will cap at \$139.00 per month in approximately 15 years.

Recommendation

Staff recommends adopting resolution 2020-23.

Fiscal Impact

Savings to ARD of \$6,400 for a 12-month period.

Attachments

Resolution 2020-23

Actuary 7507 (to be sent as a supplemental report prior to the Board Meeting)

RESOLUTION NO. 2020-23

**ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT AN UNEQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED
EMPLOYEE ORGANIZATION**

002 REPRESENTED

WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, (2) Auburn Area Recreation and Park District is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and

WHEREAS, (3) Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (4) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, (5) Government Code Section 22892(c) provides that, notwithstanding Section 22892(b), a contracting agency may establish a lesser monthly employer contribution for annuitants than for employees, provided that the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by five percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees; and

WHEREAS, (6) Auburn Area Recreation and Park District desires to obtain for its employees and annuitants who are members of Represented the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it

RESOLVED, (a) Auburn Area Recreation and Park District elects to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of the PEMHCA Minimum per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further CalPERS Health Resolution (New), Revised November 2019

RESOLVED, (c) That the employer contribution for each annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$1.00 per month; and be it further

RESOLVED, (d) That the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by five percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees;

And that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

RESOLVED, (e) Auburn Area Recreation and Park District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That the participation of the employees and annuitants of Auburn Area Recreation and Park District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Auburn Area Recreation and Park District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, the Clerk to the Governing Board to file with the Board a verified copy of this resolution, and to perform on behalf of Auburn Area Recreation and Park District all functions required of it under the Act; and be it further

RESOLVED, (h) That coverage under the Act be effective on August 1, 2020.

Adopted at a regular meeting of the Board of Directors of the Auburn Area Recreation and Park District at Canyon View Community Center, 471 Maidu Dr., Auburn, CA (by Zoom), this 25th day of June, 2020.

Signed: _____
Scott R Holbrook, Chairman of the Governing Board

Attest: _____
Patricia Larson, Clerk to the Governing Board

Item 8.3 Cover sheet –Requesting County Mitigation Funding for the James and Recreation Field Renovations

Auburn Area Recreation and Park District A&D Committee June, 2020; Board of Director’s Meeting June 25, 2020

The Issue

Shall the Auburn Area Recreation and Park District (ARD) request Area #5 Park Mitigation funding from Placer County for the James Field outfield renovation and for the Recreation Field infield renovation?

Background

The ARD Board of Directors pulled the following projects off of the FY 20/21 Project List due to costs and the COVID-19 crisis:

- 1) Converting the James Baseball Field outfield turf from a rye-grass mix to the preferred Bermuda grass. The estimated cost for this project, including three months of contractor maintenance is \$42,000.
- 2) Renovating the Recreation Baseball Field infield, effectively “skinning” the entire dirt infield and portions of the grass outfield to remove humps and field inconsistencies, making the field safer. The estimated cost for this project is \$25,000

It was suggested that ARD apply for Placer County Area #5 funding for both projects to get both completed.

Recommendation for the Board of Directors

The A&D Committee sent a positive recommendation to the Board to apply for Placer County Area #5 Park Mitigation Funds for both the James outfield renovation and the Recreation Field infield renovation.

It should be noted that the window of opportunity to get the Bermuda grass stolons laid on the James Field outfield in 2020 will close by the end of July. Receiving the ok from Placer County by that date is highly unlikely as the funding request process generally takes 2 – 3 months. The request could, however, be for 2021.

Fiscal Impact

Estimated costs:

James Field: \$42,000

Recreation Field: \$25,000

Placer County has indicated that they like to see some form of match from the agency applying for funding

Attachments

None.

Item 8.4 Cover Sheet – Resolution #2020-21 Purchase of a new Morbark Chipper

Auburn Area Recreation and Park District Finance Committee Meeting June 17, 2020; Board of Director's Meeting June 25, 2020

The Issue

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution #2020-21, authorizing the District Administrator to purchase a new Morbark 1415 12" Brush Chipper for \$45,784.48?

Background

ARD's existing 6" chipper is currently not working. This Vermeer chipper, purchased in 2006, will cost at least \$10,245 to repair. The current "book value" of ARD's Vermeer 6" chipper is \$1,200.

F&G staff have suggested that ARD consider purchasing a 12" chipper. A chipper of this size will allow staff to work much more efficiently and remove any wood/brush piles in a single effort. Typically, ARD staff chips what they can with the 6" chipper and leaves the larger branches and wood until a 12" chipper is rented. Staff then go back and finish the pile, sometimes months later.

In 2019, ARD spent approximately \$6,000 renting 12" chippers.

Staff has researched the costs for a new chipper. Staff recommends purchasing a Morbark 12" "Eger Beaver" 145 chipper.

All purchases over \$25,000 must be approved by the Board of Directors. District policy states the following (in part):

II. Purchasing

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

Purchasing Agent:

District Administrator: \$25,000/purchase

Section IV (Competitive Bidding) also states the following:

- D. **Purchases of Equipment Valued Over Five Thousand Dollars (\$5,000)**. For equipment estimated to cost more than Five Thousand Dollars (\$5,000), three quotations from different vendors will be sought, when available.

Contracts for equipment costing more than \$25,000 shall be approved by the Board of Directors.

Recommendation

The Finance Committee sent a positive recommendation to the Board to approve Resolution #2020-21, authorizing the District Administrator to purchase a new Morbark 1415 12" Brush Chipper for \$45,784.48.

Staff recommends the same.

Alternatives Available

1. Repair the existing 6" chipper (minimum \$10,245) and continue to rent a 12" chipper when needed.
2. Purchase another 12" chipper (Vermeer).

Fiscal Impact

\$45,784.48. The funding for this purchase will come from the Equipment Replacement Reserve account. There is currently \$676,236.72 in this reserve.

Attachments

Resolution 2020-21
Chipper Comparisons
Photos/Information on each chipper

RESOLUTION NUMBER 2020-21

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE
AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE
PURCHASE OF A MORBARK EGER BEEVER 1415 12" BRUSH CHIPPER

WHEREAS the Auburn Area Recreation and Park District Board of Directors has created an Equipment Reserve Fund to assist with the purchase of new and replacement equipment, and

WHEREAS the District is in need of a new 12 brush chipper for continued operations, and

WHEREAS, staff has performed due diligence and research and determined that the Morbark Eger Beever 1415 12" Brush Chipper is the brush chipper for the District, THEREFORE

The Auburn Area Recreation and Park District Board of Directors, does hereby resolve the following:

That the Auburn Area Recreation and Park District authorizes the District Administrator to purchase a new Morbark Eger Beever 1415 12" Brush Chipper for \$45,784.48.

APPROVED, PASSED, AND ADOPTED ON June 25, 2020 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott R. Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board



MORBARK

Box 1000 Winn, Michigan 48296
Telephone: 989-866-2381
Fax 989-866-2260
www.morbark.com

Tree Care Equip Quote

Sold To: City of Auburn, CA

Ship To: Bailey's

1222 Commerce Ave
Woodland CA 95776
(For further delivery to: City of Auburn)

Quote No. 1415-0608 Quote Date: 6/8/2020 Customer P.O. _____ Sourcewell ID #67908 Requested: 30-45 Days ARQ

Contact: Jessy Williams Contact #: 530-885-4722

Delivery Instructions:
FOB Destination

Preparer: Jim Haas / Erka Snyder Terms: Net 30 Days

SKU# 50070 2020 MORBARK **EEGER BEEVER™ 1415 (formerly known as M12R)**

EQUIPMENT AND OPTIONS

STANDARD UNIT:

- ◆ Morbark orange urethane paint system
- ◆ In-feed with rigid tray and control handle to actuate feed wheels and dual safety pull cables
- ◆ Dual horizontal feed wheel compression system with hydraulic lift assist, spring assisted down pressure and manually applied hydraulic down pressure at the valve handle
- ◆ **Revolving automatic feed system**
- ◆ 21-3/8" diameter x 14-1/2" wide staggered knife pocket drum with two (2) dual-edged chopper knives and dual sided chambered air impeller system
- ◆ 24-1/2 gallon lockable fuel tank with drain plug, sight gauge and shut-off valve
- ◆ 17-gallon lockable hydraulic reservoir with sight gauge, drain plug and clean-out cover
- ◆ Live hydraulics: ball valve, pump, motor and control valve
- ◆ Manual crank swivel discharge chute with 360° rotation, bottom clean-out door and adjustable flapper
- ◆ 8.2# 6" channel frame rails with cross bracing for additional structural rigidity
- ◆ 5" x 3" tubular steel telescoping drawbar with (2) 12" extensions, adjustable hitch plate with 2-1/2" pinde ring and 3/8" thick safety chains with clasp hooks
- ◆ 7,000# Torflex axle, electric brakes, break-away actuator with 235/80R x 16" radial tires and hexagon splash guard fenders
- ◆ **5000# solid steel tongue jack with stationary fuel port**
- ◆ Lockable steel battery box with 80-1400CCA battery and steel fuel box
- ◆ Registration and operator guide holder
- ◆ Complete set of manuals including Safety and Operator's Parts Manual with electronic back-up, which also includes a Safety Video and OEM component manuals. Also included is an engine manual if applicable along with start-up paperwork
- ◆ Enclosed engine with gauge panel, radiator fines screen and slide rails for belt adjustment
- ◆ Trailer wiring package includes 7-pin flat electrical connector, LED tail lamps, LED side marker lamps, tail lights and license plate holder with light
- ◆ **PSI 2.4L 75-HP gasoline engine with automotive style clutch**

\$ 36,217.55

Bolt on Options

- ◆ Cone holder, lockable to hold (10) 29" long traffic cones \$ 224.90
- ◆ Spare 235/80R x 16" tire and rim \$ 471.43
- ◆ Spare tire mount \$ 268.15
- ◆ Winch package, heavy-duty 5000# pull capacity with rope and 10' chafe guard \$ 4,454.75

Custom Options (60 - 90 days)

- ◆ Hydraulic Swivel Discharge \$ 847.70

Sourcewell (formerly known as NJPA) Contract # 050119-4521

Total from Above Choices =	\$42,484.48
Non-Taxable Freight Applied =	\$3,300.00
Extended Price =	\$45,784.48

QUOTE IS VALID FOR 30 DAYS

Please Sign: _____

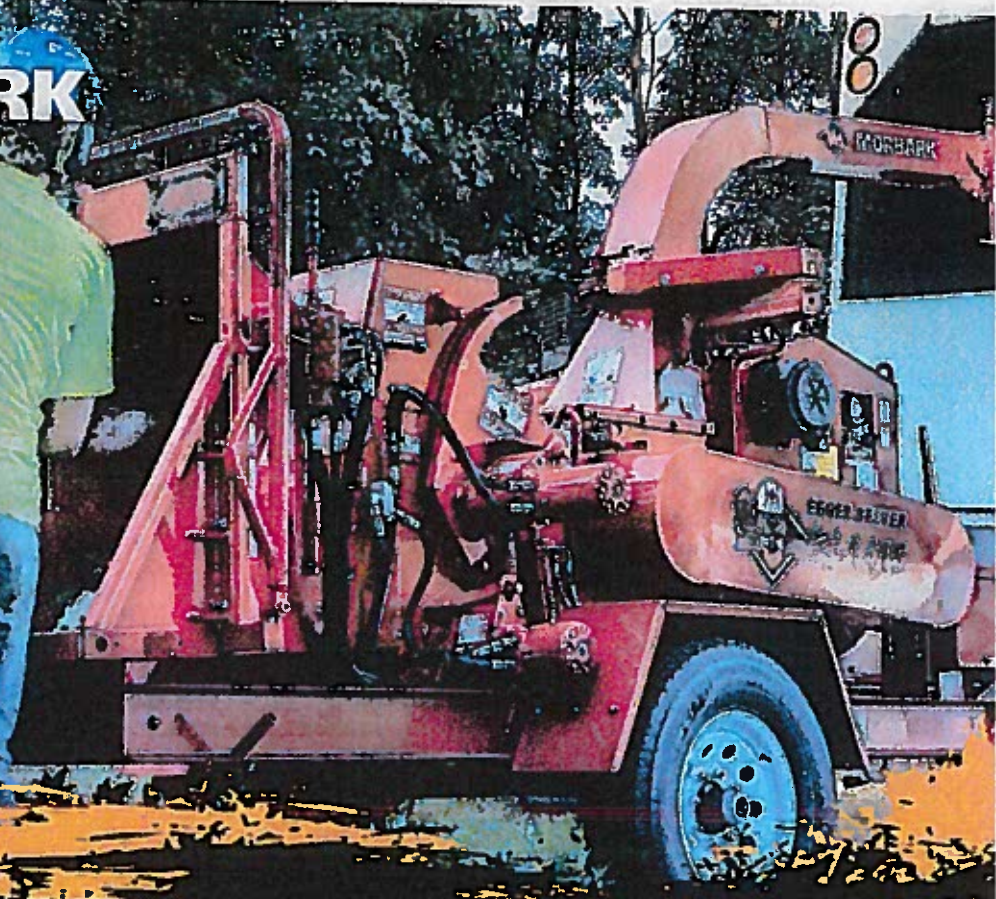
Date: _____



MORBARK

Perfect for utility line clearing, residential tree services, rental yards and municipalities, this powerful and compact model is easy to maneuver. The **Eger Beaver 1415** is also available with tracks for right of way clearing, highway clean-ups and hard to reach areas requiring a self-propelled unit for material access.

The direct driven dual feed wheel system with serrated teeth and knife bar combination and end cap ripper teeth allow positive material feeding and reduced material wrapping around the feed wheel shaft for increased feeding efficiency.



MADE FOR **MORE** TO KEEP PACE WITH YOU



EGER BEEVER

1415

BRUSH CHIPPER

FEATURES AND BENEFITS

- 360° manual crank swivel discharge with adjustable height puts chips right where they're needed without removing the Beaver from the tow vehicle.
- The powerful Hydra-Lift™ dual feed wheel compression system with spring-assisted down pressure generates more than 3,300 lb/ft (4,474 Nm) of combined material pulling force.
- Drive belt inspection cover provides easy access for drive system maintenance.
- The 31" high x 60" wide (78.7 x 152.4 cm) chute opening and 14" high x 15" wide (35.6 x 38.1 cm) throat opening allows for easy feeding of branchy material and reduced saw labor.



MORBARKDEALERS.COM



MORBARK



**EEGER
BEEVER**

1415 BRUSH CHIPPER SPECIFICATIONS

Specifications may vary with equipment options

Updated 12/11/18

GENERAL	US	METRIC
Height	8'5"	2.56 m
Width	5'11"	1.8 m
Length	15'5"	4.7 m
Gross weight (approximate)	5,500 lb	2,495 kg
Suspension	7,000 lb Torflex	3,175 kg Torflex
Infeed opening (height x width)	31" x 60"	78.7 x 152.4 cm
Throat opening (height x width)	14" x 15"	35.6 x 38.1 cm
Drum (width x diameter)	14.5" x 21.4"	36.8 x 54.3 cm
Engine	CAT, Perkins or PSI	
Horsepower	49-145 HP	36.5-108.1 kW
Fuel capacity	24.5 gallons	92.7 L
Hydraulic capacity	17 gallons	64.4 L
Frame	8.2 lb, 6" channel	3.7 kg, 15.2 cm channel
Tires	(2) 235/80R16	
Hitch	2.5" Pintle	6.4 cm Pintle

EQUIPMENT HIGHLIGHTS

- 14.5" (36.8 cm) wide x 21.4" (54.3 cm) diameter staggered-knife-pocket drum with two dual-edged chipper knives and dual-sided, chambered air impeller system
- Top and bottom horizontal feed wheels equipped with serrated teeth and knife bars
- Reversing automatic feed system
- Enclosed engine with gauge panel, radiator fines screen and slide rails for belt adjustment
- Fuel tank sight gauge, drain plug and shut-off valve
- Hydraulic tank shut-off valve, drain plug and clean-out cover
- Live hydraulics; ball valve, pump, motor and control valve
- 3" x 5" (12.7 x 7.6 cm) tubular steel telescoping drawbar with two 12" (30.5 cm) extensions

OPTIONS INCLUDE

- ChipSafe³ Operator Safety Shield
- Folding Infeed Tray
- Winch Package: heavy-duty, 5,000 lb (2268 kg) pull capacity with rope and 10' (3 m) chafe guard
- Custom Paint and Logo Packages
- Bottom Bump Bar
- Hydraulic Swivel Discharge
- Cone Holder
- Flow Control
- Axle Options Available → heavy duty option
- Spare Tire and Mount
- Strobe Light
- Pusher Paddle
- Infeed Curtain
- Rear Jacks

Jim

⇒ 530-908-2466





BC1000XL 74 - 12" Brush Chipper with 74 hp Tier 4F Engine

Basic Unit (Use this pricing if specifications beyond those shown below are desired)

BC1000XL Brush Chipper (12" capacity drum style) w/ 74 hp Deutz TD2.9L diesel Tier 4 Final engine, isolated engine and cutter housing, 12"x17" feed opening, high coolant temperature and low oil pressure automatic shutdown, LED trailer lighting, live hydraulics, horizontal feed roller, SmartFeed, ECO Idle, 25 gallon fuel tank, lockable steel engine shields, jack and infeed table w/ lower feed stop bar (421); 5200 lbs. Torflex axle w/ electric brakes, telescoping tongue, pintle hitch, break-away switch, 6-bolt ST235/80R16 LRE tires (027); basic discharge deflector (019); basic sound reduction (single-layer infeed curtain and standard discharge chute) (086); Deutz instrumentation panel (includes multifunction electronic display and fuel gauge) (428); Telematics (AM002)

For additional options, see "Optional Features" section below.

Basic Unit Price: **\$37,008.00**

Optional Features:

Add to Basic Unit Price:

- 7000 lbs. Torflex axle w/ electric brakes, telescoping tongue, pintle hitch, break-away switch, 8-bolt ST235/80R16 LRE tires (028)
- 5200 lbs. Torflex axle w/ hydraulic brakes, fixed tongue, pintle hitch, break-away switch, 6-bolt ST235/80R16 LRE tires (029)
- 2" Ball Hitch (part # 120015001 - must be ordered thru Parts Dept)
- Deluxe Discharge Deflector (quick ground adjustment) (020); in lieu of basic discharge deflector (019)
- Deluxe Sound Reduction (triple-layer infeed curtain and coating on discharge chute) (087); in lieu of basic sc
- Instrument Panel Cover (lockable) (112)
- Belt and Knife Service Kit (992)
- Flag Mounts (993)
- Cone Storage Mount (994)
- Bulldog hitch (163674254)
- Tree Commander Kit (Alkaline Batteries) (IK013054- order thru parts center)
- Miscellaneous Features: sales code _____

\$1,295.00

Extended Warranty: (choose one)

- 2 Year Labor Warranty (PL2)
- 2 Year Confidence Plus (CP2) -includes 2 Year Parts & Labor Warranty and initial 4 PM intervals
- 3 Year Parts and Labor Warranty (PL3)
- 3 Year Confidence Plus (CP3) -includes 3 Year Parts & Labor Warranty and initial 4 PM intervals
- Planned Maintenance Package 4-Intervals (PM)

Must Enter Qty:

Date: _____
 For: _____
 Sourcewell Member #: _____
 Provided By: _____
 Contact Name: _____
 Mobile #: _____

Subtotal: **\$38,303.00**
 Dealer Freight & Prep: **\$1,770.00**
 Quantity: **1**
 Total: **\$40,073.00**
 Sales Tax: **\$2,811.41**

Grand Total: \$42,884.41

Pricing effective 05/03/20

NOTE: All pricing in USD \$

Quotes valid for 30 days

NOTE: Include applicable sales tax

ACCEPTED:

Vermeer

BY: _____
 DATE: _____

Customer

BY: _____
 DATE: _____

Any applicable sales tax is not included. Prices subject to change without notice. These prices are exclusive of any and all duties, import fees, taxes, or other similar charges. These prices may not be available in any transaction involving a trade or rental transaction. This sheet may not include all possible specifications available for this model. For complete product specifications, please contact your local authorized Vermeer dealer. Unless otherwise noted, dealer freight & prep to be determined.



BC1000XL BRUSH CHIPPER



OPERATOR SAFETY. Combined with the patented bottom feed stop bar is the four-position upper feed control bar with dual stop positions and forward/reverse feed positions. Mounted over the feed table, it enables the operator to stop the feed rollers and select forward or reverse operations. Dual reset/hold-to-run buttons allow the operator to readily reset the bottom feed stop bar.

ECOIDLE™

ECOIDLE™ ENGINE CONTROL SYSTEM. The Ecolidle engine control system can help aid in noise reduction, as well as help consumer less fuel if the feeding process has frequent interruptions.



SMARTFEED. The patented SmartFeed system helps increase operator productivity while reducing strain on vital engine parts. The feedsensing control system monitors engine rpm and automatically stops and reverses the feed roller when feeding larger, hardwood material.



LARGE FEED OPENING. A large rectangular 2" x 17" (30.5 cm x 43.2 cm) feed opening helps boost productivity by reducing the need to trim material before feeding it into the chipper.



EXTENDED WARRANTY. The 3-year/3000-hour extended limited warranty on drum housing, cutter drum, shaft and hubs offers peace of mind, in addition to the 1-year/1000-hour Vermeer equipment limited warranty.



CLUTCHLESS PTO. The throttle integrated with the belt drive engagement process helps ensure that the PTO can only be engaged while the engine is at low idle/low rpm. Automatically, the engine throttles up to full rpm after the belt drive is fully engaged. This system helps to reduce premature wear to the belt drive system by preventing high idle engagement of the cutter drum.

BC1000XL BRUSH CHIPPER

GENERAL

Length: 150" (381 cm)
Width: 66.5" (168.9 cm)
Height: 101" (256.5 cm)
Weight: 4995 lb (2265.7 kg)

ENGINE OPTION ONE

Make and model: Deutz D2.9L Tier 4 Final
Horsepower: 49 hp (36.5 kW)
Max torque: 108 ft-lb (146.2 Nm)
Fuel type: Diesel
Number of cylinders: 4
Cooling medium: Liquid

ENGINE OPTION TWO

Make and model: Deutz TD2.9L Tier 4 Final
Horsepower: 74 hp (55 kW)
Max torque: 181 ft-lb (245.4 Nm)
Fuel type: Diesel
Number of cylinders: 4
Cooling medium: Liquid

FEED SYSTEM

Chipping capacity (max): 12" (30.5 cm)
Infeed opening height: 12" (30.5 cm)
Infeed opening width: 17.5" (44.5 cm)
Feed roller orientation: Single horizontal
Feed table height: 26" (66 cm)
Feed speed (max): 122 fpm (37.2 m/min)
Feed roller dimensions: 20" x 17" (50.8 cm x 43.2 cm)

NOTES:

CUTTING SYSTEM

Drum dimensions: 22" diameter x 20" wide (55.9 cm x 50.8 cm)
Drum speed: 2126 rpm
Knives: Two A8 chipper steel reversible
Shear bar: Four usable edges
Engagement system: Clutchless belt drive PTO

CAPACITIES/ELECTRICAL

Fuel tank: 25 gal (94.6 L)
Hydraulic tank: 7 gal (26.5 L)
Hydraulic flow (max): 2.85 gpm (10.8 L/min)
Electrical: 12 Volt
Lights: LED stop, turn, tail, license

CHASSIS/BRAKES

Frame: .25" x 7" (63.5 cm x 17.8 cm) Z channel
Tires: ST235/80/R16 load range E
Axle/Suspension: 5200 lb (2359 kg)/Torsion
Optional axle/suspension: 7000 lb (3175.1 kg)/Torsion
Electric brakes with breakaway switch

OPTIONS

Extended warranty
Special paint
Planned maintenance
Vermeer Confidence Plus® Asset Protection Program
Hydraulic surge brakes
Tree Comander™ remote control

Vermeer



EQUIPPED TO
DO MORE.



RDO Equipment Co.
 3980 Research Dr
 Sacramento, CA 95838
 916-643-0999
 Fax: 916-643-0998
 www.rdoequipment.com

WARNING
 Warning: Cancer and
 Reproductive Harm.
 For more information go to:
 www.P65Warnings.ca.gov

Ship to: AUBURN RECREATION DIST
 471 MAIDU DR
 AUBURN CA 95603-5764

Branch
 76 - SACRAMENTO

Date
 05/28/2020

Time
 12:39:57 (0)

Page
 9

Account No.
 0611022

Phone No.
 9168850611

Estimate No.
 006579

Invoice to: AUBURN RECREATION DIST
 471 MAIDU DR
 AUBURN CA 95603-5764

Ship Via

Purchase Order

Tax Exemption Number

Federal ID Number

Salesperson
 LCA

ESTIMATE EXPIRY DATE: 06/26/2020

SERVICE ESTIMATE - NOT AN INVOICE

Authorization: _____

Parts: 1031.43
 Labor: 652.50
 Subtotal: 1683.93

Parts: 5080.53
 Labor: 4603.75
 Miscellaneous: 107.50
 Tax: 453.95
 TOTAL: 10245.73

~~###~~ Repair estimate for existing ARD chipper

Stocked parts can be returned within 30 days with copy of invoice. Special order parts \$20.00 and up may be returned within 30 days with copy of invoice. 20% restock charge will apply to all special order parts. All sales are final on special order non-returnable parts. All parts must be new, uninstalled and in original packaging. No returns on electrical components. No refunds on freight charges.

SIGNATURE _____

TERMS AND CONDITIONS: All invoices are due Net-20 days from the invoice date or in accordance with the terms of your account agreement. Please refer to your finance agreement for details.

Item 8.5 Cover sheet – Resolution Number 2020-22: Notice of Governing Board Member Election and/or Notice to Submit Measure(s) to a Vote of the Voters

The Issue:

Shall the Auburn Area Recreation & Park District Board of Directors adopt Resolution Number 2020-22?

Recommendation:

Board of Directors review and adopt Resolution Number 2020-22.

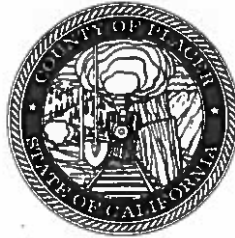
Attachments:

Letter from Placer County Office of Elections.
Quick Reference Calendar for the November, 2020 General Election.
Resolution Number 2020-22.

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

LISA CRAMER
ASSISTANT CLERK

STEPHEN AYE
ASSISTANT RECORDER-REGISTRAR



2956 RICHARDSON DRIVE
AUBURN, CA 95603

MAILING ADDRESS:
P.O. Box 5278
AUBURN, CA 95604

ELECTIONS OFFICE- RYAN RONCO

530-886-5650 • Toll Free 800-824-8683 • Fax 530-886-5688
www.placerelections.com • election@placer.ca.gov

Candidate Services

April 7, 2020

Dear Special Districts and School Districts:

This is a reminder that deadlines are approaching for your November 3, 2020 Presidential General Election.

Per California Elections Code Section 10509, the Placer County Elections Office requires a resolution from your board requesting election services no later than July 1, 2020. If you are a multi-county district, you may have different deadlines for the other counties within your borders.

You may create your own resolution or you may use the resolution we have enclosed. Just as we have done in years past, we have completed the resolution to the best of our ability, including:

- Names of Directors up for election.
- Length of term.
- Manner of election.
- Length and payment style of Candidate Statement.
- Tie vote procedures.

If you use the resolution provided, you are responsible for verifying the information we have inserted and for completing the remainder of the resolution. If you find any inconsistencies or errors in our facts, please contact our office. The resolution provided comes with an instruction sheet for your convenience.

If you do **not** request election services from Placer County, we will need a Notice of Vacancies from your district no later than July 1, 2020. A Notice of Vacancies is included in this mailing. If you use the resolution provided, the information in the Notice of Vacancies will automatically be included. If you choose to create your own resolution, the information in the Notice of Vacancies will need to be included in your resolution.

If your district boundary lines have changed since the time of your last election, you will need to provide a map to the Elections Office delineating the new boundary lines no later than July 1, 2020. This map will be forwarded to the Placer County Mapping division as required by law.

Ballot wording for any measures your district is considering to put to a vote must also be in our office no later than July 1, 2020. The sample resolution has room for this purpose and we encourage you to send this information with your governing board member resolution if possible.

In addition to the resolution, we are sending you a November 3, 2020 General Election Quick Reference Calendar for Placer County. Please note that candidate filing for District Director positions opens July 13, 2020 and closes August 7, 2020. Nomination papers will be available at the Placer County Elections Office in Auburn during these dates. Depending on the social distancing recommendations they may be by appointment only, please check our website for the most up to date information.

Due to the unforeseeable circumstances that may still be occurring with COVID-19 we are uncertain if nomination papers will be available for pick up at the Customs House Building in Tahoe City as in the past. We will update our website with more information as it becomes available.

In a future mailing we will notify all districts of times, dates, and locations of the *free* candidate workshops conducted by the Placer County Elections Office. This information will also be provided on our website, www.placerelections.com. These workshops provide valuable information helpful to all candidates for public office.

We appreciate your cooperation in providing this data no later than the dates specified. If you have any questions regarding this information, please call Candidate Services at 530-886-5650.

Sincerely,

Ryan Ronco
Placer County Clerk-Recorder-Registrar of Voters

Stephen Aye
Assistant Recorder-Registrar

Enc.: Sample Resolution, Instructions for Completing Resolution, Notice of Vacancies,
Quick Reference Calendar

Updated May 8, 2019

QUICK REFERENCE CALENDAR FOR NOVEMBER 3, 2020 PRESIDENTIAL GENERAL ELECTION Candidate Calendar - Draft	
June 15 – July 18, 2020 (E-141 – E-108)	Candidate workshops conducted during this period (dates and locations to be scheduled).
July 13, 2020 (E-113)	Candidate-filing period begins.
July 31, 2020 (E-95)	Last day to file semi-annual campaign statements.
August 7, 2020 (E-88)	Close of regular candidate-filing period. This period is extended if an incumbent fails to file.
August 12, 2020 (E-83)	Close of extended candidate-filing period.
August 13, 2020 (E-82)	Random alphabet draw to be held at 11AM to determine the ballot order of candidates' names.
September 7, 2020 (E-57)	Write-in candidate-filing period begins.
September 24, 2020 (E-40)	County Voter Information Guides may be mailed to voters.
October 5, 2020 (E-29)	First day to issue vote-by-mail ballots.
October 20, 2020 (E-14)	First day for conditional registration for this election.
October 20, 2020 (E-14)	Close of write-in candidate-filing period.
October 27, 2020 (E-7)	Last day to request vote-by-mail ballot by mail.
November 3, 2020	ELECTION DAY

Updated May 8, 2019

QUICK REFERENCE CALENDAR FOR NOVEMBER 3, 2020 PRESIDENTIAL GENERAL ELECTION Measure Calendar - Draft	
July 1, 2020 (E-125)	Last day resolution and boundary maps can be presented to the Elections Office to guarantee placement of measure on ballot.
July 10, 2020 (E-116)	Resolution to County Counsel and CEO for agenda review (15 days before BOS meeting).
July 13, 2020 (E-113)	Candidate filing begins.
August 7, 2020 (E-88)	Close of regular candidate-filing period. Extended candidate-filing period begins for some offices.
August 7, 2020 (E-88)	Last day to file arguments.
August 7, 2020 (E-88)	Impartial analysis due. Tax rate statement due if applicable to measure.
August 12, 2020 (E-83)	Close of extended candidate-filing period.
August 17, 2020 (E-78)	Last day to file rebuttal arguments for and against all measures.
September 24, 2020 (E-40)	First day County Voter Information Guides may be mailed to voters.
October 5, 2020 (E-29)	First day to process vote-by-mail ballot requests.
October 20, 2020 (E-14)	First day for conditional registration for this election.
October 27, 2020 (E-7)	Last day to request vote-by-mail ballot by mail.
November 3, 2020	ELECTION DAY

**NOTICE OF GOVERNING BOARD MEMBER ELECTION AND/OR
NOTICE TO SUBMIT MEASURE(S) TO A VOTE OF THE VOTERS**

Resolution No. 2020-22

RESOLUTION OF THE GOVERNING BODY OF THE

Auburn Area Recreation and Park District

DECLARING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION
WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE;
AND
REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on
November 3, 2020; at which election the issue(s) to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

1. Said election shall be to fill a vacancy for the following Board Members(s) who resigned and/or whose term(s) expired:

Incumbent's Name	Division Number (if applicable)	Regular/Short Term
James Gray	N/A	Regular
H. Gordon Ainsleigh	N/A	Regular
Michael G. Lynch	N/A	Regular

2. Said Directors for this District are elected in the following manner:

X At Large.

There are no divisions in the District; all voters within the District vote for all candidates.

 By Division.

Districts are split into areas; only those voters residing in the area may vote for candidates who run in the area.

 Qualified by Division-Elected at Large.

Directors must qualify to run by living in a specific division, but all voters within the District may vote on all candidates.

 Qualified by Division-Elected at Large.

Directors must be a landowner. Multiple ownerships can designate single owner to cast vote or cast pro rata share.

3. Said District has determined the following election particulars:

- The length of the Candidate Statement shall not exceed 200 words.
(Specify either 200 or 400 words)
- The cost of the Candidate Statement shall be paid by the Candidate.
(Specify Candidate or District)

MEASURE(S) TO BE SUBMITTED TO THE VOTERS (IF APPLICABLE)

(If this election is strictly for deciding one or more measures and no candidates are to be elected, please complete #4 through #6 below)

4. Said District does not request that the following measure(s) be decided at this election.
(Specify does or does not)

- Said Governing Board orders the following measure(s) to be put to a vote of the residents of the District:

(See attached wording marked Exhibit(s) _____)

5. Said District has determined the following election particulars:

- In the case of a tie vote, the election shall be determined by LOT.
(Specify lot or runoff election)
- The County Clerk is requested to provide election services. If the District requests the Placer County Elections Office to provide election services, all applicable costs will be paid for by the District.
(Specify requested or not requested)

6. The District hereby certifies that (please check one):

There have been changes to the District boundary lines since our last election as shown on the attached map and/or legal description.

There have been no District boundary changes since our last election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at Governing Body expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

PASSED AND ADOPTED by the Governing Body on June 25 _____,
2020.

AYES:

NOES:

ABSENT:

ATTEST: _____
SECRETARY OF THE BOARD

CHAIR OF THE BOARD
Scott R. Holbrook

(Seal)

Item 8.6 Cover sheet – California Special Districts Association (CSDA) Board of Directors Election, Seat C

Auburn Area Recreation and Park District Board of Director's Meeting February 27, 2020

The Issue

Shall the Auburn Area Recreation and Park District (ARD) vote for a candidate for the California Special Districts Association (CSDA) Board of Directors, Seat C?

Background

The ARD Board of Directors nominated Director Scott Holbrook as a candidate for the California Special Districts Association (CSDA) Board of Directors, Seat C at the February 27, 2020 Board Meeting.

Recommendation for the Board of Directors

Review attached information and vote for the CSDA Board of Directors Seat C.

Fiscal Impact

None.

Attachments

Email from CSDA regarding the election ballot.

CSDA Online Voting Ballot.

Pat Larson

From: Kahl Muscott
Sent: Monday, June 8, 2020 3:19 PM
To: Pat Larson
Subject: FW: Reminder: CSDA Board of Directors Election Ballot-Term 2021-2023; Seat C – Vote Today

From: vote@simplyvoting.com <vote@simplyvoting.com>
Sent: Monday, June 8, 2020 9:01 AM
To: Kahl Muscott <kmuscott@auburnrec.com>
Subject: Reminder: CSDA Board of Directors Election Ballot-Term 2021-2023; Seat C – Vote Today

Dear CSDA Regular Member:

A link to an electronic CSDA Board of Directors election ballot is below for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

To vote, please visit: <https://CSDA.simplyvoting.com/>

Then enter:
Elector ID - C3114
Password - 882HS

Or follow this link to access the ballot directly:
<https://CSDA.simplyvoting.com/auth.php?e=C3114&mac=6bd9be075c8a659cb5c5>

Each of CSDA's six (6) networks has three seats on the Board and the candidates are either a board member or management-level employee of a member district located in your Network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its Network in Seat C.

Once logged in, you will see the candidates for CSDA Board Seat C in your Network as well as candidate information for each person who submitted the optional background information. Please vote for **only one** candidate to represent your Network in Seat C and be sure to fully complete all required fields and submit your vote. Unfortunately, if any part of the ballot is not complete, the ballot will not be valid and will not be counted.

The deadline to complete your voting through the system is July 10, 2020 at 5pm.

If you have any questions or would like to request the ability to vote by hard-copy mail, please contact Amber Phelen at 916.442.7887 or amberp@csda.net

Thank you!

Regards,
CSDA



Home

How It Works

Logout Kahl Muscott

CSDA Board of Directors Election Ballot - Term 2021-2023; Seat C - Sierra Network

Please vote for your choice

Choose one of the following candidates:

- Pete Kampa*
- Scott Holbrook
- Patrick Larkin

Pete Kampa* [\[view details\]](#)

Scott Holbrook [\[view details\]](#)

Patrick Larkin [\[view details\]](#)

Continue

Cancel