

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

**6:00 PM**

**THURSDAY, JUNE 24, 2021  
CANYON VIEW COMMUNITY CENTER, FOOTHILLS ROOM  
471 MAIDU DRIVE, AUBURN, CA 95603**

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

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://us06web.zoom.us/j/86509151097>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 865 0915 1097 to participate.

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

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

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

**1.0 CALL TO ORDER**

**(PLEDGE TO THE FLAG)**

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

**Roll Call**

Ainsleigh \_\_\_\_ Lynch \_\_\_\_ Ferris \_\_\_\_ Gray \_\_\_\_ Holbrook \_\_\_\_

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Presentation from District Administrator Kahl Muscott to Artist Stan Padilla for painting art murals at Regional Park.

**3.0 AGENDA REVIEW, CHANGES, AND APPROVAL**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

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

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

\_\_\_\_\_ **5.1 Review and approval of Minutes of the Board of Directors from May 27, 2021 and Special Meeting of the Board of Directors from June 8, 2021 (Pages 7 – 14)**

Review and approval of Minutes of the Board of Directors from May 27, 2021

\_\_\_\_\_ **5.2 Review of Cash Requirements for May, 2021 (Standing Finance Committee) (Pages 15 – 17)**

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

\_\_\_\_\_ **5.3 Review of Financials for April, 2021 (Standing Finance Committee) (Pages 18 – 25)**

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

\_\_\_\_\_ 5.4 **Resolution Number 2021-14, Delegation of Authority to Request Disbursements from the California Employer's Pension Prefunding Trust (CEPPT) (Program, Personnel, Policy, Fee, & Legal Review Committee) (Pages 26 – 27)**

This item was reviewed and approved by the Program, Personnel, Policy, Fee, & Legal Review Committee and forwarded to the Board of Directors for review and adoption.

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

6.0 **ADMINISTRATOR'S AND DEPARTMENTAL REPORTS (Pages 28 – 46)**

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

\_\_\_\_\_ 7.0 **UNFINISHED BUSINESS**

7.1 **Resolution Number 2021-12, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2021 – 2022 for the Atwood Ranch III Landscaping & Lighting Assessment District (Acquisition & Development Committee) (Pages 47 – 82)**

**PUBLIC HEARING**

**OPEN PUBLIC HEARING**

**STAFF PRESENTATION**

**PUBLIC COMMENT**

**BOARD DISCUSSION/ACTION**

**CLOSE PUBLIC HEARING**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors approve and adopt Resolution 2021-12 that would approve the Engineer's Report, confirm the diagram and assessment, and order the continuation of assessment for fiscal year 2021 - 2022 for Atwood Ranch III Landscaping and Lighting Assessment District as the final step in levying the continued assessments?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_ Lynch \_\_\_\_ Ferris \_\_\_\_ Gray \_\_\_\_ Holbrook \_\_\_\_

**Roll Call Vote**

**7.2 Resolution Number 2021-13 Indemnifying Placer County for Collection of Atwood III Assessments (Acquisition & Development Committee) (Pages 83 – 85)**

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

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_ Lynch \_\_\_\_ Ferris \_\_\_\_ Gray \_\_\_\_ Holbrook \_\_\_\_

**Roll Call Vote**

**7.3 California Special District Association (CSDA) Board of Directors Election Ballot – Term 2022 – 2024; Seat A – Sierra Network (Pages 86 – 92)**

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

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_ Lynch \_\_\_\_ Ferris \_\_\_\_ Gray \_\_\_\_ Holbrook \_\_\_\_

**Roll Call Vote**

**8.0 NEW BUSINESS**

**8.1 Resolution #2021-15 Purchase of a new Ventrac Tractor (Pages 93 – 102)**

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution #2021-15, authorizing the District Administrator to purchase a new Ventrac Compact Tractor for \$43,227.43?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_ Lynch \_\_\_\_ Ferris \_\_\_\_ Gray \_\_\_\_ Holbrook \_\_\_\_

**Roll Call Vote**

**8.2 Amending 2021/2022 Project List and CIP (Acquisition & Development Committee)  
(Pages 103 – 108)**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors amend the existing 2021/2022 project List and Capital Improvement Project List (CIP)?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Holbrook \_\_\_\_\_

**Roll Call Vote**

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Update on Curt Smith memorial bench at the Auburn Bike Park. (May, 2021 Board of Directors Meeting.) (Page 109)
2. County Mitigation Fund, current balance \$792,000.

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

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

**11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

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

**13.0 CLOSED SESSION**

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

**Title: District Administrator**

**13.2 Liability Claims (Government Code Section 54954.5, subd. (d), 54956.95)**

**Claimant: Tiffany Ashdown**

**Agency Claimed Against: Auburn Area Recreation and Park District**

**\_\_\_\_\_ 14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION**

**ADJOURNMENT**

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

6-18-21  
Date

10:05 AM  
Time

P. Larson  
Clerk to the Board

**SECTION: 5.0**

**ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM MAY 27, 2021 AND MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS FROM JUNE 8, 2021**

**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 27, 2021, 6:00 p.m.**

**Board Members**

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

**Board Members  
Absent:** Director Scott Holbrook

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

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 6:02 p.m. by Chairman Ainsleigh.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A presentation was given from District Administrator Kahl Muscott to Bill and Jenny Jansen for their donation of \$5,000 to the Auburn Area Recreation and Park District's Youth Assistance Fund.

A presentation was given by Youth Services Manager Amy Oddo to Youth Services Program Leader Cambria Novelly as Employee of the Month for May, 2021.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

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

**Roll Call Vote**

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



3 – 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 29, 2021**

**5.2 Review of Cash Requirements for April, 2021 (Standing Finance Committee)**

**5.3 Review of Financials for March, 2021 (Standing Finance Committee)**

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

**Roll Call Vote**

Director Ainsleigh – Yes

Director Lynch – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – Absent

4 – 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 Legal Requests for Proposals for Legal Services (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Lynch and seconded by Director Ferris to stay with Cole Huber as the Auburn Area Recreation and Park District’s Attorney of Record.

**Roll Call Vote**

Director Ainsleigh – Yes

Director Lynch – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – Absent

4 – 0 Motion carries.

**7.2 Resolution Number 2021-09: Resolution of Intention to Levy Annual Assessment, Preliminarily Accepting Engineer’s Report and Scheduling the Public Hearing (Acquisition & Development Committee)**

A motion was made by Director Lynch and seconded by Director Ferris to adopt Resolution Number 2021-09: A Resolution of Intention to Levy Annual Assessment, Preliminarily Accepting Engineer’s Report and Scheduling the Public Hearing.

**Roll Call Vote**

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

4 – 0 Motion carries.

**8.0 NEW BUSINESS**

**8.1 Resolution Number 2021-10: Moving Residual Funds to the Future Capital Construction Fund and Unfunded Accrued Liability (UAL) with CalPERS (Standing Finance Committee)**

A motion was made by Director Ainsleigh and seconded by Director Gray to adopt Resolution Number 2021-10: Moving Residual Funds to the Future Capital Construction Fund and Unfunded Accrued Liability (UAL) with CalPERS.

**Roll Call Vote**

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

4 – 0 Motion carries.

**8.2 Additional Work Cost Proposal for Richardson & Company, LLP (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Gray to approve a request from Richardson & Company, LLP for an additional work order in the amount of \$2,250.00.

**Roll Call Vote**

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

4 - 0 Motion carries.

**8.3 Amending Fiscal Year 2021/2022 Project List & CIP (Acquisition & Development Committee)**

A motion was made by Director Gray and seconded by Director Ferris to approve amending the Fiscal Year 2021/2022 Project List and CIP.

**Roll Call Vote**

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

4 - 0 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Curt Smith memorial bench at the Auburn Bike Park. This item was discussed and forwarded to the June 2021 ARD Board meeting as an action item.
2. Electric Charging Stations and Electric Vehicle Fleets. This item was discussed and forwarded to the June 2021 Standing Finance Committee meeting for consideration.
3. County Mitigation Fund, current balance \$792,000.

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

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

**11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

**12.0 PUBLIC COMMENT**

None.

**13.0 CLOSED SESSION – Closed Session began at 8:04 p.m.**

**14.0 OPEN SESSION – Open Session began at 8:27 p.m. The Board of Directors reported a satisfactory evaluation of District Administrator Kahl Muscott.**

**ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:29 p.m. by Chairman Ainsleigh.**

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

\_\_\_\_\_  
Date

**Auburn Area Recreation and Park District  
Minutes of the Special Meeting of the Board of Directors  
Tuesday, June 8, 2021, 6:00 p.m.**

**Board Members**

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

**Board Members** Director Scott Holbrook

**Absent:**

**Staff Present:** Kahl Muscott, District Administrator  
Veona Galbraith, Administrative Services Manager  
Mike Scheele, Landscape Architect/Project Manager  
Pat Larson, Recording Secretary

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 6:01 p.m. by Chairman Ainsleigh.

**2.0 AGENDA REVIEW, CHANGES AND APPROVAL**

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

**Roll Call Vote**

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

4 – 0 Motion carries.

**3.0 PUBLIC COMMENT**

None.

**4.0 UNFINISHED BUSINESS**

**4.1 Public Hearing to Consider Adoption of a Resolution (Resolution Number 2021-11) Adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, Pursuant to the California Environmental Quality Act (CEQA), for the 24-Acre Master Plan Project and Approving the Draft Final Initial Study and 24-Acre Master Plan Project as Described and Evaluated in the Initial Study**

**OPEN PUBLIC HEARING 6:05 P.M.**

**STAFF PRESENTATION** A presentation was given by District Administrator Kahl Muscott .

**PUBLIC COMMENT** None

**BOARD DISCUSSION/ACTION** None

**CLOSE PUBLIC HEARING 6:07 p.m.**

A motion was made by Director Lynch and seconded by Director Gray to Adopt Resolution Number 2021-11 Adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, Pursuant to the California Environmental Quality Act (CEQA), for the 24-Acre Master Plan Project and Approving the Draft Final Initial Study and 24-Acre Master Plan Project as Described and Evaluated in the Initial Study

**Roll Call Vote**

Director Ainsleigh – Yes

Director Lynch – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – Absent

4 – 0 Motion carries.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 6:08 p.m. by Chairman Ainsleigh.

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

\_\_\_\_\_  
Date

**SECTION: 5.0**

**ITEM: 5.2 REVIEW AND APPROVAL OF CASH  
REQUIREMENTS FOR MAY, 2021**

**DESCRIPTION: ACCOUNTS PAYABLE**

**INFORMATION: SEE ATTACHED INFORMATION**

**STAFF  
RECOMMENDATION: THIS ITEM WAS REVIEWED BY THE STANDING  
FINANCE COMMITTEE AND FORWARDED TO  
THE CONSENT CALENDAR FOR REVIEW AND  
APPROVAL**

**FISCAL IMPACT: \$447,822.45**

Auburn Rec & Park  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	Check Date	From:	To:
Check Number	First	Last	5/1/2021	COMM 1ST	5/31/2021
Vendor ID	First	Last	Checkbook ID	COMM 1ST	COMM 1ST
Vendor Name	First	Last			

Sorted By: Check Number

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
021526	P0023	PG&E	5/10/2021	COMM 1ST	PMCHK00002745	\$91.20
21466	A0048	Auburn Rotary Club	5/3/2021	COMM 1ST	PMCHK00002739	\$18.00
21467	G0006	Gold Country Media Publication	5/5/2021	COMM 1ST	PMCHK00002740	\$2,182.24
21468	1099-254	Ralph Kendrick	5/7/2021	COMM 1ST	PMCHK00002741	\$306.90
21469	1099-256	Healing Pastures, Inc.	5/7/2021	COMM 1ST	PMCHK00002741	\$450.00
21470	1099-271	Kelpro Security	5/7/2021	COMM 1ST	PMCHK00002741	\$2,979.00
21471	A0051	Anderson's Sierra Pipe Co.	5/7/2021	COMM 1ST	PMCHK00002741	\$83.89
21472	A0135	ASCAP	5/7/2021	COMM 1ST	PMCHK00002741	\$221.10
21473	A0148	All Pro Backflow	5/7/2021	COMM 1ST	PMCHK00002741	\$299.80
21474	A0170	AT&T Acct 088-034-5818-655	5/7/2021	COMM 1ST	PMCHK00002741	\$90.95
21475	B0069	Bidwell Water	5/7/2021	COMM 1ST	PMCHK00002741	\$187.00
21476	C0041	CPRS	5/7/2021	COMM 1ST	PMCHK00002741	\$170.00
21477	C0072	CIT Technology Fin. Serv., Inc	5/7/2021	COMM 1ST	PMCHK00002741	\$470.75
21478	C0111	Cal.net	5/7/2021	COMM 1ST	PMCHK00002741	\$133.80
21479	C0113	Cooks Portable Toilets & Septi	5/7/2021	COMM 1ST	PMCHK00002741	\$1,522.63
21480	C0121	Cole Huber LLP	5/7/2021	COMM 1ST	PMCHK00002741	\$72.00
21481	C0129	Cornerstone Environmental Cont	5/7/2021	COMM 1ST	PMCHK00002741	\$15,198.00
21482	C0133	California Smog	5/7/2021	COMM 1ST	PMCHK00002741	\$35.00
21483	C0137	Centrica Business Solutions	5/7/2021	COMM 1ST	PMCHK00002741	\$290,696.17
21484	D0016	Dancing Dog Productions	5/7/2021	COMM 1ST	PMCHK00002741	\$140.13
21485	D0066	De Lage Landen Financial Servi	5/7/2021	COMM 1ST	PMCHK00002741	\$332.48
21486	E0027	Eagle Ridge Construction & Roo	5/7/2021	COMM 1ST	PMCHK00002741	\$5,575.00
21487	F0047	Fuentes Pond Maintenance	5/7/2021	COMM 1ST	PMCHK00002741	\$3,600.00
21488	G0003	Gold Country Fair	5/7/2021	COMM 1ST	PMCHK00002741	\$180.00
21489	G0045	GSSA	5/7/2021	COMM 1ST	PMCHK00002741	\$600.00
21490	K0027	Tyler, Kindice	5/7/2021	COMM 1ST	PMCHK00002741	\$54.98
21491	L0027	Pat Larson	5/7/2021	COMM 1ST	PMCHK00002741	\$27.55
21492	M0011	Mallard Creek	5/7/2021	COMM 1ST	PMCHK00002741	\$1,424.32
21493	M0013	Meadow Vista Hardware	5/7/2021	COMM 1ST	PMCHK00002741	\$12.85
21494	M0098	Meadow Vista County Water Dist	5/7/2021	COMM 1ST	PMCHK00002741	\$1,641.13
21495	N0012	Nevada Irrigation District	5/7/2021	COMM 1ST	PMCHK00002741	\$458.61
21496	N0045	Near U CO2	5/7/2021	COMM 1ST	PMCHK00002741	\$112.14
21497	N0048	Normac, Inc.	5/7/2021	COMM 1ST	PMCHK00002741	\$1,582.18
21498	P0005	Placer County Water Agency	5/7/2021	COMM 1ST	PMCHK00002741	\$513.39
21499	Q0003	Quality Automotive	5/7/2021	COMM 1ST	PMCHK00002741	\$506.72
21500	R0073	Riebes Auto Parts	5/7/2021	COMM 1ST	PMCHK00002741	\$205.56
21501	S0009	Sierra Saw Sales And Service	5/7/2021	COMM 1ST	PMCHK00002741	\$1,501.88
21502	S0025	Sierra Pacific Turf Supply, In	5/7/2021	COMM 1ST	PMCHK00002741	\$2,461.28
21503	S0054	Souza's Tire Service	5/7/2021	COMM 1ST	PMCHK00002741	\$9.00
21504	S0145	SCP Distributors	5/7/2021	COMM 1ST	PMCHK00002741	\$245.37
21505	S0152	SiteOne Landscape Supply, LLC	5/7/2021	COMM 1ST	PMCHK00002741	\$600.00
21506	S0163	Steffen's HVAC Services	5/7/2021	COMM 1ST	PMCHK00002741	\$1,875.00
21507	T0071	TIAA Commercial Finance, Inc.	5/7/2021	COMM 1ST	PMCHK00002741	\$107.34
21508	T1000	Transamerica Life Insurance	5/7/2021	COMM 1ST	PMCHK00002741	\$460.00
21509	TEMPA	Lindsay Agalsoff	5/7/2021	COMM 1ST	PMCHK00002741	\$181.00
21510	TEMPB	Jill LeBeau	5/7/2021	COMM 1ST	PMCHK00002741	\$140.00
21511	TEMPC	Sandy Croft	5/7/2021	COMM 1ST	PMCHK00002741	\$25.00
21512	TEMPE	Carlo Del Guidice	5/7/2021	COMM 1ST	PMCHK00002741	\$10.00
21513	TEMPE	Stephen Guzier	5/7/2021	COMM 1ST	PMCHK00002741	\$36.92
21514	TEMPE	R.J. Kaminsky	5/7/2021	COMM 1ST	PMCHK00002741	\$25.00
21515	TEMPL	Amber Lindgren	5/7/2021	COMM 1ST	PMCHK00002741	\$346.00
21516	TEMPL	Katie Melody	5/7/2021	COMM 1ST	PMCHK00002741	\$268.00
21517	TEMPS	Jasmine Start	5/7/2021	COMM 1ST	PMCHK00002741	\$180.00
21518	V0004	Valley Truck & Tractor Co.	5/7/2021	COMM 1ST	PMCHK00002741	\$47.02
21519	V0007	Verizon Wireless	5/7/2021	COMM 1ST	PMCHK00002741	\$820.95
21520	W0001	Walker's Office Supplies, Inc.	5/7/2021	COMM 1ST	PMCHK00002741	\$815.59
21521	W0044	Wave	5/7/2021	COMM 1ST	PMCHK00002741	\$129.85
21522	A0048	Auburn Rotary Club	5/7/2021	COMM 1ST	PMCHK00002742	\$18.00
21523	C0004	CAPRI	5/7/2021	COMM 1ST	PMCHK00002744	\$8,000.00
21524	A0048	Auburn Rotary Club	5/14/2021	COMM 1ST	PMCHK00002748	\$18.00
21525	S1007	Stationary Engineers, Local 39	5/14/2021	COMM 1ST	PMCHK00002748	\$378.68
21526	L0094	Lincoln Aquatics	5/14/2021	COMM 1ST	PMCHK00002750	\$16,725.09
21527	1099-218	Auburn Gymnastics Center	5/21/2021	COMM 1ST	PMCHK00002751	\$126.75
21528	1099-256	Healing Pastures, Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$60.00
21529	1099-269	Deborah Lynn	5/21/2021	COMM 1ST	PMCHK00002751	\$136.50
21530	1099-273	Richard A. Del Balso	5/21/2021	COMM 1ST	PMCHK00002751	\$19.50
21531	1099-277	Foothill Karate Do	5/21/2021	COMM 1ST	PMCHK00002751	\$660.55



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
21540	1099-295	Juli Land-Marx	5/21/2021	COMM 1ST	PMCHK00002751	\$1,650.00
21541	1099-313	Alison Lloyd	5/21/2021	COMM 1ST	PMCHK00002751	\$648.00
21542	1099-374	Sarah Violet	5/21/2021	COMM 1ST	PMCHK00002751	\$214.50
21543	A0001	Recology Auburn Placer	5/21/2021	COMM 1ST	PMCHK00002751	\$917.24
21544	A0002	A&A Stepping Stone Mfg., Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$1,064.41
21545	A0013	AT&T	5/21/2021	COMM 1ST	PMCHK00002751	\$64.20
21546	A0027	Recology Auburn Placer	5/21/2021	COMM 1ST	PMCHK00002751	\$1,151.49
21547	A0048	Auburn Rotary Club	5/21/2021	COMM 1ST	PMCHK00002751	\$18.00
21548	A0091	Altara	5/21/2021	COMM 1ST	PMCHK00002751	\$1,222.34
21549	A0139	Auburn Ford	5/21/2021	COMM 1ST	PMCHK00002751	\$427.04
21550	A0169	AT&T Acct 303817271	5/21/2021	COMM 1ST	PMCHK00002751	\$42.80
21551	A1010	Advantage Marketing and Print	5/21/2021	COMM 1ST	PMCHK00002751	\$27.89
21552	C0061	California Computer Services	5/21/2021	COMM 1ST	PMCHK00002751	\$125.00
21553	C0133	California Smog	5/21/2021	COMM 1ST	PMCHK00002751	\$35.00
21554	D0008	The Davey Tree Expert	5/21/2021	COMM 1ST	PMCHK00002751	\$4,750.00
21555	D0010	Diamond Pacific	5/21/2021	COMM 1ST	PMCHK00002751	\$781.35
21556	D0025	Dawson Oil Company	5/21/2021	COMM 1ST	PMCHK00002751	\$3,837.92
21557	G0006	Gold Country Media Publication	5/21/2021	COMM 1ST	PMCHK00002751	\$6,237.42
21558	G0045	GSSA	5/21/2021	COMM 1ST	PMCHK00002751	\$1,089.60
21559	K0010	Knorr Systems, Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$530.00
21560	L0100	Lifeguard First Aid & Safety,	5/21/2021	COMM 1ST	PMCHK00002751	\$300.08
21561	M0013	Meadow Vista Hardware	5/21/2021	COMM 1ST	PMCHK00002751	\$208.54
21562	N0003	Norris Electric, Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$6,416.63
21563	N0048	Normac, Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$115.64
21564	P0005	Placer County Water Agency	5/21/2021	COMM 1ST	PMCHK00002751	\$85.55
21565	P0007	Pacific Gas & Electric Company	5/21/2021	COMM 1ST	PMCHK00002751	\$361.00
21566	P1006	Preferred Alliance, Inc	5/21/2021	COMM 1ST	PMCHK00002751	\$55.00
21567	S0034	Thatcher Company	5/21/2021	COMM 1ST	PMCHK00002751	\$1,491.20
21568	S0063	Simpson & Simpson, Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$720.00
21569	S0067	Superfast Copy	5/21/2021	COMM 1ST	PMCHK00002751	\$34.32
21570	S0094	Manouch Shirvanioun	5/21/2021	COMM 1ST	PMCHK00002751	\$44.80
21571	S0145	SCP Distributors	5/21/2021	COMM 1ST	PMCHK00002751	\$734.62
21572	S0152	SiteOne Landscape Supply, LLC	5/21/2021	COMM 1ST	PMCHK00002751	\$27,227.65
21573	S0154	Mike Scheele	5/21/2021	COMM 1ST	PMCHK00002751	\$136.64
21574	S1000	State Of California/DOJ	5/21/2021	COMM 1ST	PMCHK00002751	\$170.00
21575	TEMPH	Julie Mitchell	5/21/2021	COMM 1ST	PMCHK00002751	\$245.00
21576	TEMPR	Keri Robinson	5/21/2021	COMM 1ST	PMCHK00002751	\$630.00
21577	W0001	Walker's Office Supplies, Inc.	5/21/2021	COMM 1ST	PMCHK00002751	\$2,202.46
21578	W0044	Wave	5/21/2021	COMM 1ST	PMCHK00002751	\$1,204.11
21579	Y0002	Yuba Lock & Safe	5/21/2021	COMM 1ST	PMCHK00002751	\$555.90
21581	D0025	Dawson Oil Company	5/21/2021	COMM 1ST	PMCHK00002752	\$4.00
21582	C0120	Capture Technologies	5/21/2021	COMM 1ST	PMCHK00002753	\$1,478.99
21583	U0019	US Bank	5/24/2021	COMM 1ST	PMCHK00002754	\$7,363.97
21584	S1007	Stationary Engineers, Local 39	5/28/2021	COMM 1ST	PMCHK00002755	\$378.68
21585	H0056	Humana Dental Ins. Co	5/28/2021	COMM 1ST	PMCHK00002756	\$2,219.73

Total Checks: 112

Total Amount of Checks: \$447,822.45

**SECTION: 5.0**

**ITEM: 5.3 REVIEW AND APPROVAL OF FINANCIALS FOR APRIL, 2021**

**DESCRIPTION: ACCOUNTS PAYABLE**

**INFORMATION: SEE ATTACHED INFORMATION**

**STAFF  
RECOMMENDATION: THIS ITEM WAS REVIEWED BY THE STANDING FINANCE COMMITTEE AND FORWARDED TO THE CONSENT CALENDAR FOR REVIEW AND APPROVAL**

**FISCAL IMPACT:**

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## April's Financials

### *Revenues –*

- **Programs** are over budget by \$44,000. Could even out; as this may be a rush for opening. We did budget conservatively since opening was an unknown at budget time. It appears to be across the board with Youth Class showing the largest variance of \$4,800.
- **Rents and Concessions** came in almost \$8,000 above budget, due to Field Rentals.
- **Tax Revenues** came in \$55,000 under budget. It is anticipated that the remainder will trickle in the next couple of months.

### *Expenses –*

- **Wages and Benefit Expense** came in under budget by \$24,000. Most of the savings was in Youth Services (12,500) due to school schedule changes; bringing back students which cut Daycare hours for staff. Other savings were from unfilled positions and employees not yet returning to their full budgeted hours.

**PROFIT & LOSS**  
**21/22 Approved Budget**

	Approved Budget FY 21-20	% Of Total	Mid-Yr Revision FY 20-21	2021 April ACTUALS	Last Yr April Actuals	2020-21 YTD ACTUALS	2020-21 YTD BUDGET	Last yr YTD ACTUALS
<b>Operating Revenues</b>								
Program Revenue	1,103,547	14%		221,226	(29,062)	221,226	176,527	(29,062)
Facility Revenue	144,894	2%		47,619	24,089	47,619	39,725	24,069
Misc. Revenue	44,186	1%		3,949	1,420	3,949	3,347	1,420
Grants & Donations	298,850	4%		1,659	455	1,659	-	455
Interest Income	11,815	0%		887	4,240	887	980	4,240
Equipment Reserve Transfers	200,300	2%		-	-	-	-	-
Future Cap & ADA Transfers	305,816	4%		-	-	-	-	-
Contingency Reserves	-	0%		-	-	-	-	-
Tax Revenue	3,752,499	46%		1,361,536	1,312,919	1,361,536	1,427,923	1,312,919
Atwood	30,198	0%		10,613	-	10,613	-	-
Sterling Loan	2,135,500	0%		-	-	-	-	-
City Mitigation Transfers/Rev	40,000	0%		-	-	-	-	-
County Mitigation Revenue	62,000	1%		-	-	-	-	-
<b>Total Operating Revenue</b>	<b>8,129,605</b>	<b>100.00</b>	<b>-</b>	<b>1,647,489</b>	<b>1,314,041</b>	<b>1,647,489</b>	<b>1,648,502</b>	<b>1,314,041</b>
<b>Expenditures</b>								
Program Expense	230,934	3%		3,252	(72)	3,252	5,888	(72)
Operating & Supplies	442,341	6%		18,958	13,458	18,958	23,217	13,458
Utilities Expense	110,757	1%		5,448	6,436	5,448	9,663	6,436
Professional Services	131,840	2%		612	65	612	3,852	65
Building & Grounds Maintenance	475,150	6%		9,707	1,878	9,707	8,106	1,878
Property Tax Admin.	62,087	1%		5,135	-	5,135	5,100	-
Wages	2,265,755	29%		114,150	41,108	114,150	131,786	41,108
Benefits & Payroll Costs	967,250	12%		54,364	61,469	54,364	60,926	61,469
Fixed Asset Expense	203,300	3%		-	-	-	-	-
Capital Improvement Projects	2,832,166	36%		1,895	-	1,895	2,200	-
Debt Services	161,126	2%		-	-	-	-	-
<b>Total Expenditures</b>	<b>7,882,706</b>	<b>100.00</b>	<b>-</b>	<b>213,521</b>	<b>124,342</b>	<b>213,521</b>	<b>250,738</b>	<b>124,342</b>
<b>Net Revenue Over Expenditures</b>	<b>\$ 246,899</b>	<b>3.04</b>	<b>\$ -</b>	<b>\$ 1,433,968</b>	<b>1,189,699</b>	<b>\$1,433,968</b>	<b>\$1,397,764</b>	<b>1,189,699</b>
Annual Contingency Reserve (1-2%)								
Annual Equip Replacement Reserve	\$ 90,000							\$ 450,000
Future Capital Construction Reserve	\$ 25,000							\$ 676,237
ADA Reserve	\$ 5,000							\$ 945,574
CalPERS unfunded liability reserve	\$ 113,482							\$ 35,032
<b>TOTAL RESERVE BALANCES</b>								<b>\$ 113,482</b>
Net Position	\$ 13,417		\$ -					\$ 2,280,043

# Auburn Area Recreation and Park District

## Balance Sheet

4/30/2021

	Current YTD
<b>ASSETS</b>	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation - Friends 501(c)(3)	17,159.84
First Foundation Bank	60,385.44
Placer County Treasure-General	6,552,771.93
Placer County Treasurer - City Trust	206,806.81
Accounts Receivable	11,827.58
PCOE Receivables	26,438.00
A/R BNY Mellon	1,000.00
Prepaid Liability Expense	20,212.50
Prepaid Workers Comp Insurance	10,673.01
<b>Total Current Assets</b>	<b>6,907,855.11</b>
<u>Restricted Reserve Funds</u>	
Proceeds from Note Payable Contra	2,190,000.00
<b>Total Restricted Funds</b>	<b>2,190,000.00</b>
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	12,847,426.75
Fixed Assets: Equipment	1,308,626.96
Fixed Assets: Computer Equipment & Software	84,228.71
Fixed Assets: Vehicles	282,551.30
Fixed Assets: Office Furniture & Rec Equipment	80,564.16
Construction In Progress	1,481,176.41
Less: Accumulated Depreciation	(10,142,295.24)
<b>Total Fixed Assets</b>	<b>7,912,825.17</b>
<b>TOTAL ASSETS</b>	<b>\$17,010,680.28</b>

### LIABILITIES AND NET PROFIT

<u>Current Liabilities</u>	
Prepaid Revenue	37.00
Accounts Payable	26,855.09
PGE Tru-up payable	6,381.27
Gift Certificates	268.00
Compensated Absenses	140,815.82
Sales Tax Payable	(35.07)
CalPERS UAL payable	140,000.00
State Tax Withholding Payable	(3.94)
Accrued Liabilities	19,656.47
<b>Total Current Liabilities</b>	<b>\$333,974.64</b>
<u>Long Term Liabilities</u>	
Lease Payable - Sterling Bank	2,190,000.00
<b>Total Long Term Liabilities</b>	<b>2,190,000.00</b>
<u>Net Position</u>	
Investments in Fixed Assets	7,900,657.61
DFB: Designated for FA Acquisition	55,000.00
RFB: Reserved (City Mitigation)	206,768.25
GFB: Youth Assistance Fund	30,631.84
General Fund Balance	2,697,734.53

	Current YTD
DFB: Annual Equip Replacement Reserv.	703,958.72
DFB: Annual Contingency Reserve	473,000.00
DFB: Reserved for Future Capital Construction	920,573.52
RFB: Arboretum Grant Fund	13,275.73
RFB: Reserved (Atwood)	(9,057.92)
RFB: Atwood III-Equip Repl Fund	8,003.66
RFB- 501(c)(3) Fund	17,159.84
GFB: General Fund (ADA Reserve)	35,031.75
Net Profit (Loss)	1,433,968.11
<b>Total Net Postion</b>	<hr/> <b>\$14,486,705.64</b> <hr/>
<b>TOTAL LIABILITY AND NET POSITION</b>	<hr/> <b>\$17,010,680.28</b> <hr/> <hr/>

## Auburn Rec &amp; Park

Profit & Loss - Summary  
4/1/2021 To 4/30/2021

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
Park & Recreation Services	221,226.43	221,226.43	176,527.00	44,699.43	125.32
Rents & Concessions	47,619.10	47,619.10	39,725.00	7,894.10	119.87
Miscellaneous Revenue	3,948.93	3,948.93	3,347.00	601.93	117.98
Grants & Donations	1,658.74	1,658.74	0.00	1,658.74	0.00
Interest Income	887.07	887.07	980.00	(92.93)	90.52
Taxes Revenue	1,372,149.23	1,372,149.23	1,427,923.00	(55,773.77)	96.09
<b>TOTAL OPERATING REVENUE</b>	<b>\$1,647,489.50</b>	<b>\$1,647,489.50</b>	<b>\$1,648,502.00</b>	<b>(\$1,012.50)</b>	<b>99.94%</b>
<b>OTHER FINANCING SOURCES</b>					
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL REVENUES</b>	<b>1,647,489.50</b>	<b>1,647,489.50</b>	<b>1,648,502.00</b>	<b>(1,012.50)</b>	<b>99.94</b>
<b>EXPENDITURES</b>					
Program Expenses	3,252.44	3,252.44	5,888.00	(2,635.56)	55.24
Operations & Supplies Expense	18,958.37	18,958.37	23,217.00	(4,258.63)	81.66
Utilities Expense	5,447.90	5,447.90	9,663.00	(4,215.10)	56.38
Professional Services	612.12	612.12	3,852.00	(3,239.88)	15.89
Bldg & Grounds Maintenance	9,706.64	9,706.64	8,106.00	1,600.64	119.75
Property Tax Administration/LAFCO	5,134.97	5,134.97	5,100.00	34.97	100.69
Salaries Expense	114,149.50	114,149.50	131,786.00	(17,636.50)	86.62
Benefits & Payroll Costs	54,364.14	54,364.14	60,926.00	(6,561.86)	89.23
Capital Improvement Projects	1,895.31	1,895.31	2,200.00	(304.69)	86.15
<b>TOTAL EXPENDITURES</b>	<b>\$213,521.39</b>	<b>\$213,521.39</b>	<b>\$250,738.00</b>	<b>(\$37,216.61)</b>	<b>85.16%</b>



Auburn Rec & Park  
Profit & Loss - Summary  
4/1/2021 To 4/30/2021  
For All Segment1s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
NET REVENUE OVER EXPENDITURES	\$1,433,968.11	\$1,433,968.11	\$1,397,764.00	\$36,204.11	102.59%
ADJ. NET REVENUE OVER EXPENDITURES	\$1,433,968.11	\$1,433,968.11	\$1,397,764.00	\$36,204.11	102.59%

**Item 5.4 Cover sheet – Resolution # 2021-14, Delegation of Authority to Request Disbursements from the California Employer’s Pension Prefunding Trust (CEPPT).**

**Auburn Area Recreation and Park District Policy Committee, June 2021; Board of Directors Meeting June 2021**

**The Issue**

Shall the Auburn Area Recreation and Park District (ARD) Policy Committee recommend approving **Resolution #2021-14** to establish a Delegation of Authority to Request Disbursements from the California Employer Pension Prefunding Trust (CEPPT), authorizing the District Administrator or the Administrative Services Manager?

**Background**

On March 25, 2021, the Board of Directors adopted Resolution # 2021-07 to establish a Pension Refunding 115 Trust after hearing presentations by Public Agency Retirement Services (PARS) and California Public Employees Retirement System (CalPERS), chose to move forward with CalPERS. This resolution appoints the Administrative Services Manager as the District’s Plan Administrator for the program.

On April 29, 2021, the Board established a California Employer Pension Prefunding Trust (CEPPT) to prepare for future contributions into the CalPERS Pension. When it comes time that disbursements need to be requested to fund the CalPERS Pension or reimburse the ARD for payments to the CalPERS Pension, this form will need to be on file with the CEPPT to allow for those disbursements.

All requested for disbursements will first need to be approved by the Board of Directors. At that time a request may be made to the CEPPT.

**Recommendation for the Board of Directors**

Staff and the Policy Committee recommend establishing a Delegation of Authority to Request Disbursements from the CEPPT.

**Fiscal Impact**

None

**Attachments**

Resolution # 2021-14



California Public Employees' Retirement System  
 California Employers' Pension Prefunding Trust (CEPPT)  
 400 Q Street, Sacramento, CA 95811  
 www.calpers.ca.gov

Delegation of Authority to Request Disbursements  
 California Employers' Pension Prefunding Trust  
 (CEPPT)

RESOLUTION NUMBER 2021-14

RESOLUTION  
 OF THE

Board of Directors

(GOVERNING BODY)

OF THE

Auburn Area Recreation and Park District

(NAME OF EMPLOYER)

The Board of Directors delegates to the incumbents  
 (GOVERNING BODY)

in the positions of District Administrator and  
 (TITLE)

Administrative Services Manager, and/or  
 (TITLE)

(TITLE) authority to request on behalf of the

Employer disbursements from the Pension Prefunding Trust and to certify as to the purpose  
 for which the disbursed funds will be used.

By \_\_\_\_\_

Title Board Chairman

Witness \_\_\_\_\_

Date \_\_\_\_\_

**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, 2021**

- As of the writing of this report, the following is true about ARD facilities and amenities:
  - Everything is open for those individuals that are fully vaccinated! Those not vaccinated must still wear a mask when indoors.
- Unvaccinated ARD employees will also be required to wear face coverings, per CalOSHA.
- Repairs were made on a light tower on the Regional C field. The lights were out and the electricians were called to check it out. The wires for the light were completely shot, and new wires needed to be pulled. The problem with this is that we discovered that birds had been stuffing the tower with acorns for many, many years. It was so full that wires could not be pulled through the pole until the acorns were emptied.
- The new impeller for the splash pool pump was received and installed, and the pool is now operational. Unfortunately, it was closed for four days at the start of the season.
- Lots of activity at the Bike Park. Randy has been hard at work on Phase II of the Bike Park, and it is really taking shape. The big issue right now is finding good dirt to cap and finish the jump course. In the end, it was decided to purchase the dirt. The install of the bridge over the canal has taken place, and the new ramps have arrived.
- Work on the James outfield renovation started this month. The first step was to scalp the grass as short as possible and then spray it out with Round Up. Once it is dead it will be flail-mowed before the Bermuda grass stolons are put on.
- Artist Stan Padilla and few of his volunteers did an excellent job painting the murals at Regional Park.
- Non-permitted “artists” have been tagging the skate park on a regular basis. The Auburn Police Department will be providing some extra patrols during the overnight hours.
- I will be attending the CSDA GM Summit in Squaw Creek at the end of June. I received a scholarship from CSDA for the registration costs.

**Meetings and events attended or scheduled to attend**

6/1: Rotary

6/2: Auburn Mermaids meet

6/3: Interviews – Facility Coordinator

6/4: Sheryl Petersen re: All American Rib Cook Off

6/8: Rotary

6/8: ARD Special Meeting

6/10: Stan Padilla re: murals at Regional Park

6/14: Brian Craighead, City of Roseville Fleet Manager re: Electric Vehicles

6/14: CPRS Admin Section meeting

6/15: A&D Committee

6/15: Rotary

6/16: Policy Committee

6/16: Finance Committee

6/22: CSDA Webinar: Return to Work – Life After COVID  
6/22: Rotary  
6/23: Interviews – Customer Service Associate  
6/24: Phil Haupt re: Electric Vehicle charging stations  
6/28 – 29: CSDA GM Summit at Squaw Creek  
6/30: Placer County Regional Homeless Dinner Summit

**Veona Galbraith**  
**Administrative Services Manager**  
**Report to the Board of Directors**  
**June, 2021**

**April's Financials**

*Revenues –*

- Programs are over budget by \$44,000. Could even out; as this may be a rush for opening. We did budget conservatively since opening was an unknown at budget time. It appears to be across the board with Youth Class showing the largest variance of \$4,800.
- Rents and Concessions came in almost \$8,000 above budget, due to Field Rentals.
- Tax Revenues came in \$55,000 under budget. It is anticipated that the remainder will trickle in the next couple of months.

*Expenses –*

- Wages and Benefit Expense came in under budget by \$24,000. Most of the savings was in Youth Services (12,500) due to school schedule changes; bringing back students which cut Daycare hours for staff. Other savings were from unfilled positions and employees not yet returning to their full budgeted hours.

***Appointments to Note for April/May:***

- Completed on-site visit with Richardson & CO. Auditors
- Webex meeting with California Employers' Pension Prefunding Trust (CEPPT) for set up.

**Jesse Williams**  
**Facilities & Grounds Manager**  
**Report to the Board of Directors**  
**June, 2021**

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

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

Ashford Park, Christian Valley Park, Railhead Park, Recreation Park, Regional Park:

- Applied Cal-CM Plus concentrated minerals, a certified organic plant nutrient and soil amendment, to improve the calcium and sulfur deficiencies in the soil at Ashley Memorial Dog Park, Christian Valley Softball Field, Railhead Field A and B, Recreation

Field, Beggs Field, James Infield, Bill Bean Field, Regional B Field and C Field. This is essential for cellular strength and turf grass vigor. Cal-CM Plus also has the potential to make up to 96% more water available to the turfgrass while simultaneously improving drainage through particle flocculation. This in turn reduces excessive runoff.

Ashford Park, Christian Valley Park, Railhead Park, Recreation Park:

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

American River Canyon Overlook Park

- Yuba Lock and Safe installed a Schlage deadbolt on the modular.

Ashford Park

- Fuentes Lake and Pond Management used Cutrine-Plus to treat the algae in the pond (label and safety data sheet available upon request).

Meadow Vista Park

- Serviced the #05 truck.
- Serviced the John Deere sprayer.
- Fuentes Lake and Pond Management used Cutrine-Plus to treat the algae in the pond (label and safety data sheet available upon request).
- Installed 50 yards of ShockAb Playground Chips in the playground.
- Davey Tree Expert Company pruned trees according to our Tree Maintenance Plan.

Placer Hills Park

- Lifeguard First Aid and Safety serviced our eye wash station.

Recreation Park:

- Lifeguard First Aid and Safety serviced our eye wash station.
- Performed smog check on the #19 and #28 trucks.
- Knorr Systems performed work on the US Filters for Sierra Pool.
- Serviced the Kubota Utility Cart.
- Yuba Lock and Safe installed push plates and cover plates on doors at Recreation Park Community Center.

Regional Park:

- Serviced the #08 and #24 truck.
- Continued working on getting full remote irrigation system access and numerous other advanced water management features from any web-based device.
- Eagle Ridge Construction and Roofing replaced the drop drains on the gymnasium's metal roof.
- Yuba Lock and Safe installed a Schlage deadbolt on the storage room in the Lakeside Room.

Shockley Woods Park:

- Repaired a resident's damaged deck from a tree that fell onto it.

**Mike Scheele**

**Landscape Architect/Project Manager**

**Report to the Board of Directors**

**June, 2021**

### **RECREATION PARK**

- **Recreation Field Infield Renovation Project:** Staff improved the infield grading last summer and is planning on doing the remaining work in-house (infield/outfield transition scalping & levelling).
- **James Ballfield Outfield Turf Replacement Project:** Project has begun, field has been sprayed and needs to sit for 7-10 days after which the dead grass will be flail mowed and debris removed. Bermuda stolon installation is the next step and after District acceptance the contractors 90-day maintenance and grow-in period will begin.
- **South Play Area Wheelchair Swing Project:** Staff is looking at modifying the work scope to include moving or replacing the existing swings so that the WC swing can be placed within the existing play box instead of outside. A small amount of additional survey work is needed and the new design will be much more inclusive and in line with the ADA.
- **Rec. Shop Floor Reinforcement Project:** No New Action. Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow.

### **MEADOW VISTA PARK**

- **Playground Replacement Project:** At the April Board meeting this playground replacement project was moved ahead of scheduled replacement as there have been recent damages to the existing structure. Staff is in process obtaining a topographic survey of the area to prepare a site plan. Similar to as was done at Regional Park South Playground project plan is to approach several playground vendors to prepare designs for a turn-key replacement project for under 100K. When the designs are done they will be put on the ARD website for the public to vote on. Project expected to be completed in the fall. Project will include the structure, swings, new bark chips & possible ADA pathway improvements & fencing work. Topo survey has been done and staff just received the base file. Next step is contacting vendors to see if they are interested in participating.
- **ADA Signage Project:** Signage needs to be upgraded or replaced around parking lot inventory to be taken this summer.
- **Parking Lot Re-seal & Re-stripe Project:** Project currently postponed but possible to happen late summer/fall 2021. Staff considering grouping this work with the asphalt path repairs and Placer Hills parking lot improvements.
- **Asphalt Pathway Repairs Project:** Staff has taken inventory of the main asphalt path conditions at the park and putting together a bid package to get quotes and have repairs made in the summer. Staff considering grouping this work with the parking lot



sealcoat/stripping project and Placer Hills parking lot improvements. Prelim cost estimates are coming in higher than expected.

- Pickle Ball Court Crack Repairs Project: No New Action. Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.

#### ASHFORD PARK

- Irrigation Pump and Filter Replacement Project: No new action. Project was completed on April 30th and the irrigation system is now working again. Staff intends on getting quotes to install chain link fencing around the new equipment.

#### OVERLOOK PARK

- Restroom ADA Upgrades & Partitions Project: No New Action. Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-stripping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.

#### REGIONAL PARK & 24 ACRES SITE

- Trail Mapping & Signage Project: No New Action. Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months.
- Prop. 68 Statewide Park Development & Community Revitalization Program (SPP) Grant Round 4: Grant consultant produced the draft narrative and staff compiled and wrote the rest of the grant application. The application was submitted on March 11th and the request is for \$2,389,125. If the grant is successful, ARD is committing \$1,037,952 (\$445,000 Park Dedication Fees, \$177,952 Per Capita Grant, \$415,000 Mount Vernon Park Sale Proceeds) to the overall project cost of \$3,427,077. District should find out if application was successful early to mid-summer. The State Governors May budget revision included adding \$125 mil to the grant program which increases the Districts odds of obtaining funds. Staff delighted to hear today that the state is interested in doing a site visit on the project. While this does not guarantee grant award it is an encouraging sign.
- 24 Acres Site Park Construction Documents: No New Action. Construction documents for the site which will be started by DUDEK immediately if the District gets the grant.
- Dry Creek Playground Replacement Project: No New Action. If the 24 Acres Grant application is not successful the above-mentioned 177K Per Capita Grant funds are currently allocated towards replacing this playground.
- Pickle Ball Court Crack Repairs Project: No New Action. Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.

#### CANYON VIEW COMMUNITY CENTER (CVCC)

- Bike Park Project: Bridge has been constructed and set near the installation area. Drilling crew and concrete footings are the next steps. Staff is working with ATA to get the debris pile removed and get more donated import soil delivered to the site as Randy Spangler has already used up the first 300 yards that were delivered previously. ARD purchased ramps are in process of being delivered and ATA volunteers have re-furbished an additional 4 nice ramps/jumps which will also be incorporated into the design. A 10' wide planting area is being preserved on the West/uphill side of the track fence in order to plant the native screen shrubs between the track and the bypass trail. All irrigation and trail watering work will be designed after the track is finished. Bridge was set in place and wooden ramp jumps arrived on 6/17 and additional soil is scheduled to be brought in on 6/22.
- Maidu Drive Repair Project (Bureau of Reclamation): No New Action. In March the Bureau announced to the District that they will be re-paving the distressed section of Maidu Drive. The work will apparently take place this summer and be done prior to October. A relatively straightforward project the work should only take a week or so.
- ADA Door Access Project: No New Action. Automatic door hardware needs to be installed at the north entrance.

#### PLACER HILLS PARK

- Parking Lot Repairs & ADA Striping Project: Project had been postponed but staff has drawings already prepared and ready for Placer County permitting and then putting out to formal bid. Project may be grouped with two other projects at MV Park.

#### MULTI PARK ITEMS

- Energy Efficient Upgrades: Multiple energy efficiency upgrade projects going on at park sites. Centrica is prime contractor and staff is assisting with scope review and other items. Work is progressing at a fast pace and staff is striving to do walk-throughs of completed projects as they end. Some relatively minor unforeseen conditions have been encountered and staff is recommending a contingency fund be set up to address. Many of ARD's facilities and electrical infrastructure is old and more could likely be discovered.

#### MISCELLANEOUS ITEMS

- New Memorial Bench inquiry for possible placement near Sierra Pool. Investigation and prelim pricing for a VFD (variable frequency drive) at Railhead Park irrigation pump. Possible new Memorial Bench for placement at Overlook Park. Updates of monthly Board reports/A&D Project Activity Reports etc.

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

4/20/21 - 5/19/21

Activity Registrations	\$31,000
Day Care/Discovery payments	\$160,000
Facility payments/reservations	\$12,000

It is starting to feel like pre-COVID summers that we always had at ARD. People of all ages have started to enjoy our programs, parks, and facilities.

We started making reservations for our indoor facilities. Outdoor picnic sites continue to be in high demand. People are grabbing any available weekends on the schedule for their gatherings.

Many annual community events/rentals are coming back. I am working with number of event organizers in finalizing their permits. Here are a few:

- Auburn Chamber of Commerce is resuming Power Lunch on July 7<sup>th</sup> – Sierra Room
- Senior Health Fair on October 6<sup>th</sup> – Regional Gym
- Foothill Quilters Guild hosting October Country Store on October 8<sup>th</sup> - Regional Gym
- High Sierra Kinetic Sculpture Racing on October 23<sup>th</sup> – Regional Park
- Auburn Winds using the Rotary Patio for band rehearsal every Wednesday- Rec. Park

Started working with RecDesk support team to build/develop our new recreation and reservation software program. First phase will go live in July, which is ARD's before and after school program along with the holiday camps. Our plan is to go live with RecDesk on January 2, 2022 with all other programs.

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

**Adult Sports**

- Adult Softball is in its final weeks of regular season for Adult Softball. The Thursday and Friday night softball league games the week of June 14 were postponed due to the extreme heat wave. The league schedule was extended one week to make up the postponed games. The summer Adult Softball Leagues will begin the week of July 8.
- Adult sports returned to the Recreation Gym after June 15. The sports include Intermediate Volleyball, Doubles Pickleball, Open Gym Basketball, and 50+ Basketball.
- The Summer Adult Basketball League will start the week of July 8. The league has sold out with 8 teams registered for the league.

### Adult Classes

- Two new adult classes will be joining the monthly adult class schedule starting this summer, Dance It Out Line Dancing and Zumba Gold. Dance It Out Line Dancing has already sold out its June and July classes.

### Aquatics

- Placer Hills Swimming Pool opened for summer programming on June 14. Public Swim is held on Monday, Wednesday, and Fridays from 1 to 4pm. Water Aerobic and Swim Lesson classes are also being offered at Placer Hills this summer. The pool will be available to rent on weekend for parties.
- The Mermaids Synchronized Swimming Team has started league meets. The team is undefeated this season. The coaching staff has done an incredible job of teaching the routines and working to improve each individual swimmers' skills in the water.
- Robalos Swim Team has now competed in three virtual swim meets. The remaining four swim meets will be held in person. Sierra Pool will be home to two of those meets on July 17 against Lifetime Fitness and July 24 against Fulton El Camino. The team currently has 99 swimmers registered for the team.
- Swim Lessons for Sierra Pool in the month of June have completely sold out. The demand for swim lessons has increased our total number for private swim as well. Aquatics staff has booked 67 private swim lessons this summer.
- Public Swim resumed at Sierra Pool on Monday, June 7. Capacity for the pool was set to 100 swimmers until June 15. After June 15, the pool returned to its normal full capacity of 200 swimmers.
- The Splash Pool opened to the public on June 14. The hours for the Splash Pool are the same as the Public Swim hours. The Splash Pool did not open in 2021.

### Recreation Guide

- Staff have started working on the Fall/Winter Recreation Guide. The Fall/Winter guide will be mailed out to the Auburn Community on September 3.

### Special Events

- Tickets for the Ukulele Festival in December, will go on sale June 28.
- Movie In The Park took place on June 11 at Recreation Park. The feature film that night will be Trolls World Tour. The event was highly attended with close to 165 participants.

### Summer Camps

- The following Summer Camps took place in June.
  - Challenger Soccer Camp – 32 registrations
  - Lego Camp – 45 registrations (All three camps sold out)
  - Skyhawks Basketball Camp – 41 registrations (sold out)
  - Kids Theater Camp – 18 registrations (sold out)
  - Horse Camp – 6 registrations (sold out)
  - Jr Tennis Camp – 17 registrations
  - Fun with Paint Camp – 8 registrations

### Youth Sports

- Coed Youth Volleyball League started in the beginning of June. The league has 76 volleyball players registered for the league.

### Amy Oddo

### Youth Services Manager

### Report to the Board of Directors

### June 2021

Youth Services is hopping this summer! We have three sites open (Skyridge, Auburn Elementary and Recreation Park) plus preschool camps. We are already at capacity for most days this summer. The kids are enjoying a ton of fun activities at all the sites. The kids are loving all the new outdoor water play and games. It is so fun to see the kids running around, playing games and having a great summer. I have arranged transportation for the students at the Auburn Elementary and Skyridge sites to come over on Fridays for swimming. The students attending Rec Park also swim on Friday. Preschoolers get to go to the Splash Pool on Thursdays during camp weeks. We are doing lots of outdoor activities, neighborhood walks and bike days. We are also starting a vegetable garden at Rec Park as a project-based learning activity.

We are excited about a new software system and making a smooth transition for the parents. All licensing documents have been converted to digital documents so the registration process is much easier. We will also be using a new electronic sign in/sign out program to remain efficient and simplify processes.

**MAY, 2021 VANDALISM REPORT**

**MATERIAL COSTS**

**LABOR COSTS**

Date	Description	Labor Cost	Material Cost
5/19/2021	Meadow Vista Shop break-in diesel can replace stolen.	\$20.00	\$109.37
5/21/2021	Graffiti at Skate Park - remove graffiti	\$60.00	\$501.20
5/21/2021	Replacement of toilet seat at Ashford Pk that was ripped out.	\$20.00	\$10.70
	\$100.00 total labor	\$621.27	

**Total labor \$1,587.00 Total \$3,642.52**  
 material

**Total for \$3,711.13 Total for \$5,331.38**  
 year year

**APRIL, 2021 VANDALISM REPORT**

**THERE WAS NO VANDALISM FOR THE MONTH OF APRIL, 2021.**

MARCH 2021 VANDALISM REPORT

	VANDALISM	LABOR COSTS	MATERIAL COSTS
3/11/2021	Kid's telescope on playgrounds Ashford & Railroad broken	\$72.00	\$2,183.41
3/17/2021	Replace sign at Regional Pk - graffiti that couldn't paint over	\$36.00	\$89.87
3/26/2021	Ashford Park vandalism - trash dumping and bridge destruction	\$1,206.00	\$476.19
3/26/2021	MV Park - re-close slide with barriers that were stolen	\$114.00	\$70.75
3/31/2021	Overlook Park - graffiti cover up	\$21.00	\$91.66
3/31/2021	Diesel cans stolen from MV shop	\$38.00	\$109.37
	<b>Total labor</b>	<b>\$1,487.00</b>	<b>Total material \$3,021.25</b>
	<b>Total for year</b>	<b>\$3,611.13</b>	<b>Total for year \$4,710.11</b>



FEBRUARY 2021 VANDALISM REPORT

	VANDALISM	LABOR COSTS	MATERIAL COSTS
2/10/2021	Graffiti Regional C Field - removal	\$53.00	\$5.77
2/10/2021	Regional Park - mounting of trail cam	\$225.00	\$35.37
2/26/2021	Graffiti at Meadow Vista Park	\$19.00	\$4.93
	<b>Total labor</b>	<b>\$297.00</b>	<b>\$46.07</b>
	<b>Total for year</b>	<b>\$2,124.13</b>	<b>\$1,688.86</b>

JANUARY 2021 VANDALISM REPORT

	VANDALISM	LABOR COSTS	MATERIAL COSTS
1/8/2021	Someone left a lawn mower at Regional Park, staff took it to the dump	\$21.00	\$12.50 cost for the dump
1/8/2021	Graffiti at Regional Park All buildings & C field	\$166.00	\$154.46
1/8/2021	Graffiti at Skate Park	\$123.00	\$51.19
1/15/2021	Regional Park Locker Room someone tried to break in had to replace the deadbolt.	\$42.00	\$297.39
1/15/2021	Overlook Park - blank wall was vandalized - had to be re-prepped for artist to paint mural	\$432.00	\$151.39
1/29/2021	Graffiti at MV Park	\$40.00	\$5.36
1/29/2021	MV Park - someone broke into the shed and stole 3 cans of gas	\$20.00	\$109.37
1/29/2021	Graffiti at Overlook Park	\$120.00	\$239.03
	<b>Total labor</b>	<b>\$964.00</b>	<b>Total material \$1,020.69</b>
	<b>Total for year</b>	<b>\$1,827.13</b>	<b>Total for year \$1,642.79</b>

<b>2021/2022 PROJECT ACTIVITY REPORT</b>		<b>UPDATED 5/13/21</b>		
<b>PROJECT</b>	<b>EST. COST</b>	<b>NOTES</b>	<b>EST. COMPLETED</b>	
<b>RECREATION PARK</b>				
Rec Field Infield Renovation (2020)	25,000.00	Staff improved the infield grading last summer and is planning on doing the remaining work in-house (infield/outfield transition scalping & levelling).		SEPTEMBER 2021
James Ballfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	Project has begun, field has been sprayed and needs to sit for 7-10 days after which the dead grass will be flail mowed and debris removed. Bermuda stolon installation is the next step and after District acceptance the contractors 90-day maintenance and grow-in period will begin.		OCTOBER 2021
Wheelchair Swing Project (2019)	60,000.00	The District received \$25,000.00 towards this project from Placer County Park Dedication Fees at the 11/19/20 County Parks Commission Meeting. Staff has obtained a topographic survey of the area and has started preparing design/construction documents for the project. Staff recently learned that a top US playground manufacturer just unveiled a wheelchair swing for 2021 that appears to be a superior design than the swing previously being considered out of the UK. While more expensive the unit allows other children/adults to swing with a user in a wheelchair and doesn't require the area to be fenced and needs less concrete & safety surfacing. Staff is looking at modifying the work scope to include moving the existing swings so that the WC swing can be placed within the existing play box instead of outside. A small amount of additional survey work is needed.		FALL 2021

Rec Shop Floor Reinforcement Project (2020)	10,000.00	Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow.	SUMMER 2021
<b>MEADOW VISTA PARK</b>			
Playground Replacement Project	120,000.00	At the April Board meeting this playground replacement project was moved ahead of scheduled replacement as there have been recent damages to the existing structure. Staff is in process obtaining a topographic survey of the area to prepare a site plan. Similar to as was done at Regional Park South Playground project plan is to approach several playground vendors to prepare designs for a turn-key replacement project for under 100K. When the designs are done they will be put on the ARD website for the public to vote on. Project expected to be completed in the fall. Project will include the structure, swings, new bark chips & possible ADA pathway improvements & fencing work. Topo survey has been done, staff awaiting the cadd base file.	FALL 2021
ADA Signage	1,200.00	Signage to be upgraded-inventory to occur this summer.	FALL 2021
Parking Lot Re-seal/Re-Stripe	15,000.00	Project currently postponed but possible to happen late summer/fall 2021. Staff considering grouping this work with the asphalt path repairs and Placer Hills parking lot improvements.	SUMMER/FALL 2021
Asphalt Pathway Repairs (2020)	15,000.00	Staff has taken inventory of the main asphalt path conditions at the park and putting together a bid package to get quotes and have repairs made in the summer. Staff considering grouping this work with the parking lot sealcoat/stripping project and Placer Hills parking lot improvements.	SUMMER 2021
Pickleball Court Crack Repairs	5,000.00	Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.	SUMMER 2021
<b>ASHFORD PARK</b>			
Irrigation Pump Replacement Project (2021)	45,000.00	Project was completed on April 30th and the irrigation system is now working again.	APRIL-MAY 2021

<b>OVERLOOK PARK</b> Restroom ADA Upgrades	15,000.00	Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-striping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.	SUMMER/FALL 2021
<b>REGIONAL PARK &amp; 24 ACRES</b> <b>SITE</b> Trail Mapping & Signage Project (2020)	10,000.00	Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months if the 24 Acres Site grant does not come through.	SUMMER/FALL 2021
Statewide Park Development and Community Revitalization Program (SPP) Grant Round 4 (2018/2019) & CEQA Documents	120,000.00	Grant consultant produced the draft narrative and staff compiled and wrote the rest of the grant application. The application was submitted on March 11th and the request is for \$2,389,125. If the grant is successful, ARD is committing \$1,037,952 (\$445,000 Park Dedication Fees, \$177,952 Per Capita Grant, \$415,000 Mount Vernon Park Sale Proceeds) to the overall project cost of \$3,427,077. District should find out if application was successful early to mid summer. With a big team effort the Initial Study and Mitigated Negative Declaration (CEQA docs) were completed, the ARD Board Approved them by special meeting on 6/8/21 and the Notice of Determination was filed with the county on 6/9/21. The deadline for this was 6/11/21 in order to be in conformance with the Prop 68 Grant requirements.	2020/2021
24 Acres Site Construction Documents	110,000.00	Construction documents for the site which will be started immediately if the District gets the grant.	SUMMER/FALL 2021
Dry Creek Playground Replacement	177,000.00	If the 24 Acres Grant application is not successful, the above-mentioned 177K Per Capita Grant funds are currently allocated towards replacing this playground.	SPRING 2022
Pickleball Court Crack Repairs	4,500.00	Staff to obtain fresh quotes for the work in the coming months in order to assign proper budget amount.	SUMMER 2021

<b>CVCC</b>					
Bike Park - Construction (2015/2016)	200,000.00		Bridge has been constructed and set near the installation area. Drilling crew and concrete footings are the next steps. Staff is working with ATA to get the debris pile removed and get more donated import soil delivered to the site as Randy Spangler has already used up the first 300 yards that were delivered previously. ARD purchased ramps are in process of being delivered and ATA volunteers have re-furnished an additional 4 nice ramps/jumps which will also be incorporated into the design. A 10' wide planting area is being preserved on the West/uphill side of the track fence in order to plant the native screen shrubs between the track and the bypass trail. All irrigation and trail watering work will be designed after the track is finished.		ONGOING
Maidu Drive Repair (2018/2019)	0.00		In March the Bureau announced to the District that they will be re-paving the distressed section of Maidu Drive. The work will apparently take place this summer and be done prior to October. A relatively straightforward project the work should only take a week or so.		SUMMER 2021
ADA Door Improvements	5,000.00		Automatic door hardware needs to be installed.		SPRING 2022
<b>PLACER HILLS PARK</b>					
Parking Lot Repairs	30,000.00		Project had been postponed but staff has drawings already prepared and ready for Placer County permitting and then putting out to formal bid. Project may be grouped with two other projects at MV Park.		SPRING 2022
<b>MULTI-PARK ITEMS</b>					
Energy Efficient Upgrades	2,131,500.00		Multiple energy efficiency upgrade projects going on at park sites. Centrica is prime contractor and staff is assisting with scope review and other items. Work is progressing at a fast pace and staff is striving to do walk-throughs of completed projects as they end. Some relatively minor unforeseen conditions have been encountered and staff is recommending a contingency fund be set up to address. Many of ARD's facilities and electrical infrastructure is old and more could likely be discovered.		ONGOING 2021
<b>Fiscal Year Projects Total:</b>	<b>3,141,200.00</b>				

## **Item 7.1 Cover Sheet: Resolution Number 2021-12, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2021 – 2022 for the Atwood Ranch III Landscaping & Lighting Assessment District**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution 2021-12 that would approve the Engineer's Report, confirm the diagram and assessment, and order the continuation of assessment for fiscal year 2021 - 2022 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 1<sup>st</sup> 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 2020-21 Approved Rate:** \$185.54 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 #2021-02 at the February 25, 2021, 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 2021-22, 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 27, 2021 Board meeting, the Board reviewed the Engineer's Report and adopted resolution #2021-09 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 2021-22.

**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:

<b>Fiscal Year</b>	<b>Max CPI Allowed</b>	<b>Max Rate allowed</b>
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
FY 21-22	2.00%	\$225.52



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
FY 21-22	\$190.03	\$27,174

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 2021-22.

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 2021-22 BUDGET, SERVICES & IMPROVEMENTS**

The following table summarizes the revenues and costs projected for FY 2021-22.

Summary of revenue and total cost	FY 2021-22
Revenue	\$28,905
Costs:	
Services	\$21,210

Repayment to General Fund	\$3,000
Incidentals/Admin Costs	\$4,695

- 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 2021-12 that would approve the Engineer’s Report, confirm the diagram and assessment, and order the continuation of assessment for fiscal year 2021-22 for Atwood Ranch III Landscaping and Lighting Assessment District as the final step in levying the continued assessments.

The A&D Committee recommended the same.

**RESULT OF RECOMMENDED ACTION**

The Board will order the levy of the continued assessments for fiscal year 2021-22, at the rate of \$190.03, and will cause those levies to be submitted by SCI Consulting Group to the County Auditor to be included on the 2021-22 property tax bills.

**ATTACHMENTS:**

Resolution Number 2021-12  
 Atwood III 2021 – 22 Engineer’s Report

RESOLUTION NO. 2021-12

**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 2021-22 FOR THE ATWOOD RANCH III  
LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**

WHEREAS, on January 27<sup>th</sup>, 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 2021-22; 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. 2021-09, 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 24<sup>th</sup>, 2021, 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 2021-22 shall be continued at the rate of one hundred ninety dollars and three cents (\$190.03) per single family equivalent benefit unit as specified in the Engineer's Report for fiscal year 2021-22, 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 2021-22 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 2021-22 property tax bills meet the requirements of Proposition 218 that added Articles XIII C and XIII D to the California Constitution.

PASSED AND ADOPTED this 24<sup>th</sup> day of June 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

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H. Gordon Ainsleigh  
Chair, Board of Directors

ATTEST:

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Pat Larson  
Clerk of the Board



FY 2021-22

# Engineer's Report

**Auburn Area Recreation and Park District**  
Landscaping and Lighting Assessment District  
Atwood Ranch II

June 2021  
Final Report

**Engineer of Work:**

**SCI Consulting Group**  
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**AUBURN AREA RECREATION AND PARK DISTRICT**

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**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**

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



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## EXECUTIVE SUMMARY

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### 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 XIID 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 2021-22 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 2021-22 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 27<sup>th</sup>, 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 2021-22 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 the 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 25<sup>th</sup>, 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 2021-22. 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 2021-22.

The maintenance of 10.69 acres of wetland preserves 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 that benefits the assessed property.

Proposition 218 describes several 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. SCCOSA**

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 4<sup>th</sup> 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 1<sup>st</sup> 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 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 were 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 XIII C and XIII D 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 the 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

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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.

<b>Final Level of Service</b>	=	<b>Baseline Level of Service (zero, pre-development)</b>	+	<b>Enhanced Level of Service</b>
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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 agents 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 2021-22 ESTIMATE OF COST AND BUDGET**

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**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 scrubland, 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

<b>Beginning Fund Balance, June 30, 2021<sup>1</sup></b>	<b>(\$4,400.00)</b>
<b>Equipment Replacement Reserve Balance, June 30, 2021<sup>1</sup></b>	<b>\$8,366.00</b>
<b>Installation, Maintenance &amp; Servicing Costs</b>	
Maintenance Labor (Incl. Roll-Ups)	\$8,000.00
Water Costs	\$4,210.00
Park Improvements (turf, shrubs, walkways, irrigation)	\$5,000.00
Preserve Monitoring	\$4,000.00
Repayment to General Fund <sup>3</sup>	\$3,000.00
<b>Subtotal - Installation, Maintenance and Servicing</b>	<b>\$24,210.00</b>
<b>Administrative Costs</b>	
County Collection Charges	\$270.00
Insurance	\$702.00
Administration Costs	\$3,723.00
<b>Subtotal - Administration</b>	<b>\$4,695.00</b>
<b>Totals Installation, Maintenance, Servicing and Administration</b>	<b>\$28,905.00</b>
<b>Total Benefit of Improvements</b>	<b>\$28,905.00</b>
Equivalent Dwelling Units (EDU)	143
<b>Benefit Received per Equivalent Dwelling Unit</b>	<b>\$202.13</b>
Less:	
Contribution from Other Sources for General Benefit	<b>(\$1,730.70)</b>
<b>Net Cost Installation, Maintenance, Servicing and Administration</b>	<b>\$27,174.30</b>
<b>Budget Allocation to Property</b>	<b>\$27,174.30</b>
Equivalent Dwelling Units (EDU)	143
<b>Assessment per Equivalent Dwelling Unit</b>	<b>\$190.03</b>

**BUDGET NOTES:**

<sup>1 3</sup> 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 2021-22.

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

**HISTORICAL NOTES:**

The maintenance of 10.69 acres of wetland preserves 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

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### 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 wetland preserves 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 the 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 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 the 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 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 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 THE 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 the 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 the 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 the 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 the 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 is 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 are 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 the 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 District Board of Directors ("Board"), and the decision of the District Board shall be final.

**ASSESSMENT**

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**WHEREAS**, the District Board of Directors of the Auburn Area Recreation & Park District, County of Placer, California, by its Resolution No. 2021-02 adopted on February 25, 2021, ordered the initiation of proceedings for the continuation of the assessments for the Atwood Ranch III Landscaping and Lighting Assessment District for Fiscal Year 2021-22, pursuant to the provisions of the Landscaping and Lighting Act of 1972 and Article XIID of the California Constitution (collectively "the Act"); and

**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.

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.

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 2021-22, is generally as follows in Figure 2 on the next page.

FIGURE 2 – ASSESSMENT ESTIMATE OF COST, FISCAL YEAR 2021-22

Item	FY 2021-22 Budget
Park Maintenance & Improvements	\$17,210
Preserve Maintenance and Monitoring	\$4,000
Repayment to General Fund	\$3,000
Incidental Expenses	\$4,695
<b>TOTAL BUDGET</b>	<b>\$28,905</b>
Less:	
Contribution from Other Sources for General Benefit	<b>(\$1,731)</b>
<b>NET AMOUNT TO ASSESSMENTS</b>	<b>\$27,174</b>

And I do hereby assess and apportion said the 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 2020-21 was \$221.10 per single-family equivalent benefit unit. The annual change in the CPI from December 2019 to December 2020 was 2.00%. Therefore, the maximum authorized assessment rate for Fiscal Year 2021-22 has been increased from \$221.10 to \$225.52 per single-family equivalent benefit unit. However, the estimate of cost and budget in this Engineer's Report proposes assessments for Fiscal Year 2021-22 at the rate of \$190.03 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 Fiscal Year 2021-22. 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 2021-22 for each parcel or lot of land within the said Atwood Ranch III Landscaping and Lighting Assessment District.

Dated: June 8, 2021

Engineer of Work



By

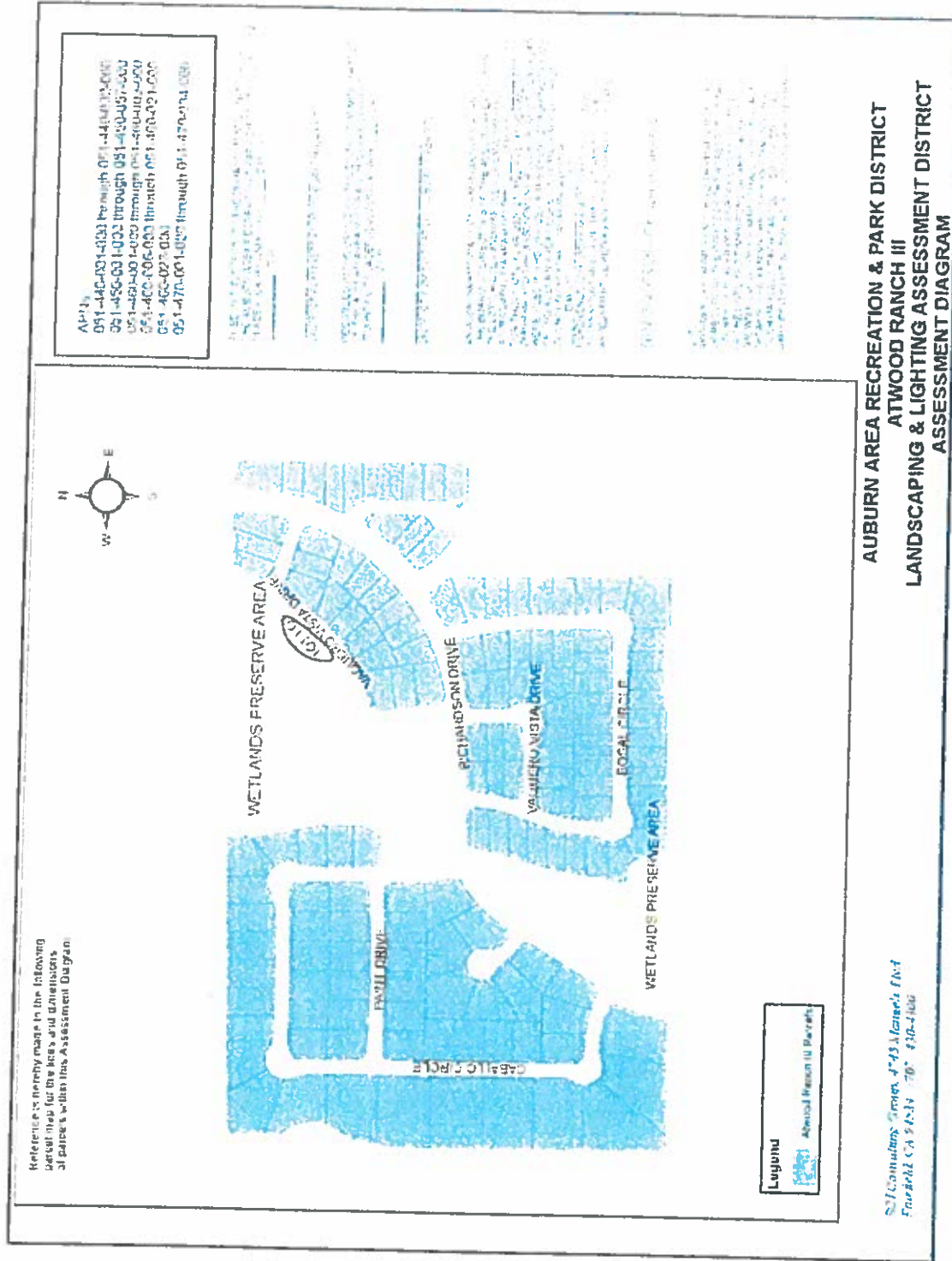
A handwritten signature in blue ink, appearing to read "John W. Bliss", written over a horizontal line.

John W. Bliss, License No. C52091

**ASSESSMENT DIAGRAM**

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



**Auburn Area Recreation and Park District  
 ATWOOD RANCH III ASSESSMENT DISTRICT  
 ENGINEER'S REPORT, FY 2021-22**



**APPENDIX A – ASSESSMENT ROLL, FY 2021-22**

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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.

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## **Item 7.2 Cover Sheet: Resolution #2021-13 Indemnifying Placer County for Collection of Atwood III Assessments**

**Auburn Area Recreation and Park District Acquisition and Development Committee Meeting, June 2021; Board meeting June 24, 2021**

### **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 Acquisition and Development Committee sent a positive recommendation to the Board to review, adopt and approve Resolution #2021-13, 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 2021-13

RESOLUTION NO. 2021-13

REQUESTING COLLECTION OF CHARGES ON TAX ROLL  
FOR TAX YEAR 2021-22

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 24<sup>th</sup> day of June 2021, by the following vote on roll call:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
H. Gordon Ainsleigh  
CHAIR, BOARD OF DIRECTORS

ATTEST:

\_\_\_\_\_  
Pat Larson  
SECRETARY TO THE BOARD OF DIRECTORS

**Item 7.3 Cover sheet – California Special Districts Association (CSDA) Board of Directors Election, Seat C**

**Auburn Area Recreation and Park District Board of Director’s Meeting June 24, 2021**

**The Issue**

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

**Background**

The ARD Board of Directors nominated Director Scott Holbrook as a candidate for the California Special District Association (CSDA) Board of Directors, Seat A – Sierra Network at the February 25, 2021 Board of Directors meeting.

**Recommendation for the Board of Directors**

Review attached information and vote for the CSDA Board of Directors, Seat A – Sierra Network.

**Fiscal Impact**

None.

**Attachments**

Email from CSDA regarding the election ballot.

CSDA Online Voting Ballot.



**CSDA Board of Directors Election Ballot - Term 2022-2024; Seat A - Sierra Network**

**Please vote for your choice**

Choose one of the following candidates:

- Noelle Mattock\*
- Scott R. Holbrook
- Patrick Larkin

\*Incumbent

**Noelle Mattock\***   [\[view details\]](#)

**Scott R. Holbrook**   [\[view details\]](#)

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



### 2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Scott Holbrook

District/Company: Avenue Area Recreation Park District (ARD)

Title: Dean of the Board of Directors

Elected/Appointed/Staff: ELECTED

Length of Service with District: Been so long I forget... 20+

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

No OFFICIAL INVOLVEMENT - I REGULARLY ATTEND TRAINING / CONFERENCES / LOBBYING

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Avenue Economic Redevelopment, Vision 2020 Planning  
Involved with Placer County Sponsor ad hoc Committees

4. List civic organization involvement:

Past Member Avenue Exchange Club, Kiwanis, Civitas  
Involved with Int'l Order of the Odd Fellows and ODS -

\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.





California Special  
Districts Association  
*Districts Stronger Together*

## 2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Noelle Mattock  
District/Company: El Dorado Hills Community Services District  
Title: Director  
Elected/Appointed/Staff: Elected  
Length of Service with District: 12 +

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I have a long history of engagement with CSDA and attend many of the workshops/conferences etc. I have served on the Board of Directors for 11 years, am a Past President, currently chair the Legislative committee and serve/served on other committees.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I serve on committees in other statewide associations, with my personal time focused on serving on the CSDA Board and Committees.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Other than serving on the CSD Board I also serve on the El Dorado County Early Care and Education Planning Council

4. List civic organization involvement:

Volunteer for many of the local non-profits within my community and county.

**\*\*Candidate Statement --** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

I am writing to express my desire to continue serving you on the California Special Districts Association (CSDA) Board of Directors. I have had the honor of serving on the Board for the past eleven years and have held various leadership positions including President. My passion is advocacy and am grateful to be able to serve as the Chair of the Legislative committee for the past few years. During my time on the board we have grown in every aspect. We now represent over 2000 special districts of all sizes and types and enjoy a retention rate of over 90%. Our educational opportunities and conferences have more than doubled and our advocacy team has grown from 1 person to a powerhouse team that rivals the League of Cities and the California State Association of Counties. We are now helping to lead a national coalition representing special districts to gain recognition and access to funding at the federal level. We have deployed regional representatives to better connect with you and your district.

For those I have not had the opportunity to meet yet, I am currently in my 4<sup>th</sup> term serving on the El Dorado Hills Community Services District Board of Directors. I am passionate about local government and advocating on all the great work we do providing the essential services that make the lives of our communities better. I began a carrier in government working for the State in a legislative unit. I was able to take my knowledge and skills to the private sector working for an internal engineering firm while obtaining my Master's degree in Public Policy and Administration. For the past 6 years I have worked for two cities in the Sacramento area as a Government Relations Representative specializing in water, wastewater, stormwater, contracting, governance and more.

I would be honored to receive your vote to continue the great work CSDA is doing to help all Special Districts.

Respectfully,

Noelle Mattock



California Special  
Districts Association  
*Districts Stronger Together*

### 2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Patrick Larkin  
 District/Company: Cordova Recreation and Park District  
 Title: General Manager  
 Elected/Appointed/Staff: staff  
 Length of Service with District: 4 years 3 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Yes attended General Managers Summit, Legislation Days, Special Districts Leadership Academy, Annual CSDA conference

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

California Parks and Recreation Society (CPRS)  
California Association of Recreation and Park Districts (CARPD)

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Rancho Cordova Chamber of Commerce

4. List civic organization involvement:

Leadership program graduate - Rancho Cordova Chamber of Commerce  
- Fair Oaks Village Enhancement Committee

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.



2729 Prospect Park Drive, Suite 230  
Rancho Cordova, CA 95670  
(916) 842-3300

Patrick Larkin  
General Manager  
Cordova Recreation and Park District  
Candidate Statement

I have been a member of CSDA for 15 years. The assets I would bring to the CSDA Board of Directors if appointed, include having strong interpersonal communication and relationship building skills. I will work well with other Board members to set and achieve realistic goals that benefit the CSDA membership. I am an active listener, in that, I believe you can learn a lot more by listening than by speaking. I have a good sense of humor and enjoy working with high functioning teams. I am also a maximizer. I use this strength to take something good to something superb. I want to hear what the CSDA members want and need and plan to address those wants and needs to best serve as a Board Member representing the Sierra Network.

I enjoy building relationships with others which is the foundation of any successful organization. I am a good coach and mentor and enjoy developing people. I will use my leadership strengths to address any issues of concern to make the CSDA organization and membership stronger.

Thank you for your consideration,



Patrick Larkin

## **Item 8.1 Cover Sheet – Resolution #2021-15 Purchase of a new Ventrac Tractor**

Auburn Area Recreation and Park District Board of Directors meeting June 24, 2021

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) approve and adopt Resolution #2021-15, authorizing the District Administrator to purchase a new Ventrac Compact Tractor for \$43,227.43?

### **Background**

ARD owns and has used a “grasshopper” mower since 2007. This mower had several attachments. The grasshopper has had several maintenance issues over the past few years, and is due to be replaced.

Staff would like to purchase a Ventrac Compact Tractor . This machine, with a Kubota engine, is capable of using several attachments. The three attachments that are proposed to purchased at this point are as follows:

- Lawn mower attachment
- Stump grinder attachment (ARD has many stumps that need grinding)
- Tough Cut masticator attachment. This attachment will allow staff to cut blackberries, brush and small trees in much more efficient manner than is currently used (string trimmers and loppers).

Staff have test driven the Ventrac Tractor and are very please with its performance.

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**

Adopt and approve Resolution #2021-15, authorizing the District Administrator to purchase a new Ventrac Compact Tractor, model 4500Y Kubota, with associated attachments, for \$43,227.43.

This item and information was not available for the June Finance Committee meeting.

**Fiscal Impact**

\$43,227.43. The funding for this purchase will come from the Equipment Replacement Reserve account. There is currently \$703,958.72 in this reserve.

**Attachments**

Resolution 2021-15

Quote for Ventrac Tractor, model 4500Y Kubota, with preferred attachments

Information on the Ventrac Compact Tractor

**RESOLUTION NUMBER 2021-15**

**A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE  
AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE  
PURCHASE OF A VENTRAC COMPACT TRACTOR**

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 Ventrac Compact Tractor for continued operations, and

WHEREAS, staff has performed due diligence and research and determined that the Ventrac Compact Tractor is the best compact tractor 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 Ventrac Compact Tractor, model 4500Y Kubota, with associated attachments, for the total of \$43,227.43.

APPROVED, PASSED, AND ADOPTED ON June 24, 2021 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

\_\_\_\_\_  
H. Gordon Ainsleigh  
Chairman of the Governing Board

ATTEST:

\_\_\_\_\_  
Clerk to the Governing Board



# Quotation for Auburn Area Rec & Pk Dist

Date: June 7, 2021

Quote No:626156-00

<b>Prepared For:</b> Jesse Williams	<b>Quote No:</b> 626156-00
Auburn Area Rec & Pk Dist	<b>iQuote No:</b> 54194
123 Recreation Drive	<b>Sales Person:</b> Tim McCoy
Auburn, CA 95603	tim.mccoy@turfstar.com
	(916) 709-7124

## Summary

Configuration Name	Qty	Unit Price	Sub Total	Sales Tax	Total
010-KN, 4500Y Kubota D902 Cal	1	\$40,386.40	\$40,386.40	\$2,841.03	\$43,227.43
<b>Totals:</b>			\$40,386.40	\$2,841.03	\$43,227.43





Date: June 7, 2021

Quotation for Auburn Area Rec & Pk Dist

Quote No:626156-00

Configuration Product Details

010-KN, 4500Y Kubota D902 Cal

Model	Product Description	Qty	Unit Price	Extended	Sales Tax	Total
39.51214	KN, 4500Y Kubota D902 Cal	1	\$21,348.80	\$21,348.80	\$1,547.79	\$22,896.59
70.4154-99	Kit Suspension Seat 4500	1	\$484.00	\$484.00	\$35.09	\$519.09
70.4133	Kit Work Light LED 4500	1	\$259.60	\$259.60	\$18.82	\$278.42
53.0137-99	Wheel Asm 22x11x10 Turf Factory	1	\$228.80	\$228.80	\$16.59	\$245.39
70.4140	Kit Slope Indicator	1	\$312.40	\$312.40	\$22.65	\$335.05
47.0452	Armrest Kit, Suspension Seat	1	\$118.80	\$118.80	\$8.61	\$127.41
70.0098	Kit Canopy Option	1	\$528.00	\$528.00	\$38.28	\$566.28
53.0108	Cap Hub 8in Chrome Moon	1	\$22.00	\$22.00	\$1.60	\$23.60
70.4067	Kit, Duals Field Trax	1	\$1,113.20	\$1,113.20	\$80.71	\$1,193.91
70.4116-99	Kit Acc. Opt. 4500K Factory	1	\$919.60	\$919.60	\$66.67	\$986.27
39.55104	HQ HQ680 Mower Tough Cut	1	\$3,005.20	\$3,005.20	\$217.88	\$3,223.08
70.8213	Kit HQ680 Swivel Wheel	1	\$545.60	\$545.60	\$39.56	\$585.16
39.55300	KC KC180 Stump Grinder	1	\$2,996.40	\$2,996.40	\$217.24	\$3,213.64
39.55160	MJ MJ840 Contour Mower	1	\$7,000.40	\$7,000.40	\$507.53	\$7,507.93
70.8087	Kit Mulching MJ840	1	\$303.60	\$303.60	\$22.01	\$325.61
FSDC	Freight In Georgia Club Car	1	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00
<b>Totals:</b>						<b>\$43,227.43</b>



Date: June 7, 2021

## Quotation for Auburn Area Rec & Pk Dist

Quote No:626156-00

### Standard Terms and Conditions

Prices, including all finance options, are valid for 30 days from date of quotation. Open Account Terms are N30, subject to credit approval. Used and demo equipment is in high demand and availability is subject to change. Delivery is FOB Destination, unless otherwise stated

### Office Locations

#### **Northern California:**

5646 W Barstow Ave Ste 104  
Fresno, CA 93722  
Fax: (559) 277-7123

2438 Radley Court  
Hayward, CA 94545  
Fax: (510) 785-3576

11373 Sunrise Gold Circle  
Rancho Cordova, CA 95742  
Fax: (800) 241-1997

#### **Southern California:**

79-253 Country Club Drive  
Bermuda Dunes, CA 92203  
Fax: (760) 345-4297

955 Beacon Street  
Brea, CA 92821  
Fax: (800) 775-8873

2110 La Mirada Ste 100  
Vista, CA 92083  
Fax: (760) 734-4285

#### **Pacific Northwest:**

11175 SW Elligsen Way  
Sherwood, OR 97140  
Ph: (503) 691-0250

5869 South 194th  
Kent, WA 98032  
Fax: (253) 872-6942

2824 East Garland  
Spokane, WA 99207  
Fax: (509) 483-7563



#### **WARNING:**

Cancer and Reproductive Harm-<http://www.P65Warnings.ca.gov>  
For more information, please visit <http://www.ttcocalprop65.com>

#### **CALIFORNIA SPARK ARRESTER WARNING**

Operation of this equipment in the State of California may create sparks that can start fires around dry vegetation. A spark arrester may be required. The operator should contact local fire agencies for laws or regulations relating to fire prevention requirements.

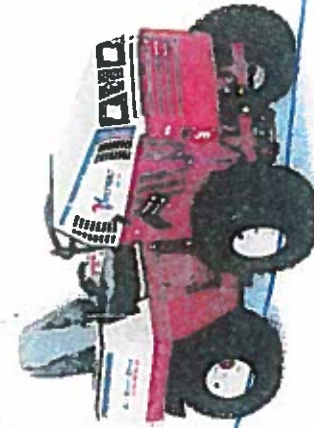
With gasoline, diesel or propane, Ventrac has you covered with fuel options that will not only save you money, but are also environmentally responsible.



### **4500P** Kawasaki

#### **DFI Gas** 1.2 gal/hr Fuel Economy\*

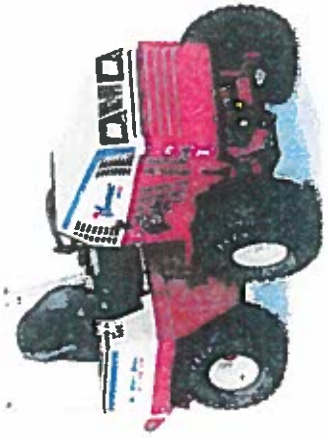
- Fuel savings through digital fuel injection system
- Easier starting
- Cooler operation
- Up to 30° continuous slope operation
- Automatically compensates for altitude



### **4500V** Kubota

#### **Diesel** 1.1 gal/hr Fuel Economy\*

- Fuel savings
- High power efficiencies
- Lower carbon monoxide outputs than gasoline
- Heavy cast iron, 3 Cylinder Engine
- Tier 4 compliant



### **4500Z** Kubota (Gas Standard)

#### **Optional Propane Kit** 8.6lb/hr Fuel Economy\*

- Fuel savings
- Longer engine life
- Cleaner burning
- Lower emissions
- Cleaner exhaust
- Energy security - 97% of all propane consumed in the USA is produced in North America Less price volatility

**AERA-VATOR EA600**

Working Width 60"  
 Aeration Density 8 holes/ft  
 Vibrating Depth 2.75"  
 Weight 420 lbs

Optional Seeder Kit Available



**AERATOR EA480**

Working Width 48"  
 Aeration Density 6 holes/ft  
 Weight 240 lbs



Choose from core, spoon, or slicer tines.

**FLAIL MOWER**

MS660 MS720 MS560 MS720  
 Width of Cut 56" 72" 56" 72"  
 Blade Type "Y" Scoop Scoop  
 Cut Type Fast Fast Fine Fine



**FINISH MOWER**

MS660 MS720 MS720  
 Width of Cut 60" 72" 72"  
 Cutting Height 1-5" 1-5" 1-5"  
 Weight 490 lbs 550 lbs 550 lbs



**TOUGH CUT**

HD680  
 Width of Cut 66"  
 Cutting Height 3", 3.625", 4.25"  
 Weight 360 lbs  
 Max Material Cut Diameter 1"



**FINISH MOWER**

MS720  
 Width of Cut 72"  
 Cutting Height 1-5"  
 Weight 540 lbs



**CONTOUR MOWER**

MS1840  
 Width of Cut 83"  
 Cutting Height 75" - 3.5"  
 Degree of Motion for Side Decks 40°  
 Weight 584 lbs



**REEL MOWER**

MS1840  
 Width of Cut 74"  
 Cutting Height 39" - 2.36"  
 Weight 613 lbs



**GRASS COLLECTION SYSTEM**

RV602  
 B&S Vanguard Engine 10 HP  
 Maximum Lift Height 60"  
 Maximum Bin Capacity 16 ft<sup>3</sup>  
 Weight 525 lbs



**BOOM MOWER**

MS900  
 Horizontal Reach 115"  
 Vertical Reach 142"  
 Cut Width 39"  
 Head Rotation Range 135°



**WIDE AREA MOWER**

MS960  
 Width of Cut 95"  
 Cutting Height 1-5"  
 Weight 580 lbs



**NARROW BROOM**

KA520  
 Broom Width 52"  
 Broom Angled Width 48"  
 Broom Diameter 24"  
 Weight 500 lbs



**BROOM**

HB580  
 Broom Width 58"  
 Broom Angled Width 54"  
 Broom Diameter 21"  
 Weight 382 lbs



**SNOW BLOWER**

KX480 KX523  
 Width 48"  
 Blowing Distance Up to 40'  
 Chute Rotation 220°



**V-BLADE**

KV552  
 Width 48 - 55"  
 Height 24"  
 Wing Angle +/- 30°  
 Weight 240 lbs



**BLADES**

KD482 KD602 KD722  
 Blade Width 48" 60" 72"  
 Cutting Height 22" 22" 22"  
 Angle +/- 30° +/- 30° +/- 30°  
 Weight 163 lbs 203 lbs 225 lbs



**BLOWER**

KA760  
 Wind Speed 180 mph  
 Volume 4000 cfm  
 Fan 16 blade  
 Hydraulic Rotation 180°



**TURBINE BLOWER**

ET200  
 Wind Speed 175 mph  
 Hydraulic Rotation 360°  
 Nozzle Guard Standard  
 Weight 256 lbs





**LEAF FLOW EF300**  
 Operating Width 60" / 78" with side flaps  
 Operating Height 51"  
 Edge Adjustable Brush



**DROP SPREADER SA250**  
 Material Capacity 2.5ft<sup>3</sup> / 200 lbs  
 Material Bin Stainless Steel  
 Drop Width 40"



**CAB K1457**  
 Overall Height 74"  
 Overall Length 59"  
 Overall Width 50"  
 Weight 385 lbs



**POWER BUCKET HE482**  
 Working Width 48"  
 Capacity 6 ft<sup>3</sup>  
 Weight 190 lbs



**POWER RAKE KP540**  
 Rotor Width 54"  
 Carbide Tips 72  
 Height Adjustment Range 3.5"  
 Weight 536 lbs



**LANDSCAPE RAKE KR602**  
 Width 49"  
 Width w/ Wings 69"  
 Angle +/- 28"  
 Weight 250 lbs



**TRENCHER K1400**  
 Trencher Width 5.5"  
 Trenching Depth 40"  
 Cutting Teeth 34 Carbide Tipped  
 Depth Indicator Standard



**VERSA-LOADER KH500**  
 Working Width 48"  
 Bucket Capacity 5 ft<sup>3</sup>  
 Lift Height 77"  
 Lift Capacity with 1st lift 500 lbs



**TILLER K1480**  
 Working Width 48"  
 Max Till Depth 6"  
 Weight 356 lbs



**EDGER ED202**  
 Disc Diameter 20"  
 Cutting Depth 6"  
 Blower Optional on 4000 series  
 Weight 200 lbs



**SOD CUTTER EC240**  
 Cutting Width 24"  
 Cutting Depth 0 - 3.5"  
 Weight 38 lbs



**STUMP GRINDER KC180**  
 Cutterhead Width 3.5"  
 Cutting Depth Below Ground 6"  
 Rotor rpm 900 rpm\*  
 \*Engine Speed 3200 rpm



**BALLPARK GROOMER DR640**  
 Height 26.25"  
 Length 19"  
 Width 60.5"  
 Brush, Steel Drive, Green Mat Optional



**BALLPARK RENOVATOR DG660**  
 Height 19"  
 Length 46"  
 Width 50"

## VENTRAC MOUNT SYSTEM

All Ventrac attachments connect in minutes or less with no tools or heavy lifting.



## WARRANTY INFORMATION

All NEW Ventrac tractors and attachments purchased in the United States and Canada are covered by Ventrac's V-Plus Warranty, so you can purchase with confidence!

### 2-YEAR COMMERCIAL LIMITED WARRANTY

Tractors and attachments:

- 2 years with unlimited hours

### ENGINE WARRANTY\*

Covered by engine manufacturer

- Briggs & Stratton Vanguard V-twins = 3-year
  - Kawasaki V-twins = 3-year
  - Kubota 3-cylinder = 2-year or 2000 hours\*\*
- with 3rd year major parts only or 3000 hours\*\*

Limits and conditions apply. Visit [ventrac.com/warranty](http://ventrac.com/warranty)

\* Please refer to the engine manufacturer's warranty statement included in your owner's manual. \*\* Exchange occurs first.

## CONTRACT PURCHASING

### SOURCEWELL

is a national Municipal contracting agency serving over 40,000 member agencies nationwide with competitively bid and awarded contract purchasing solutions from premium level vendors and suppliers.



### GSA ADVANTAGE

is committed to helping federal agencies fulfill their mission by providing the highest quality products and services.



### BUYBOARD

was created to support and serve public schools, municipalities, county government, and all types of local government agencies and nonprofits.



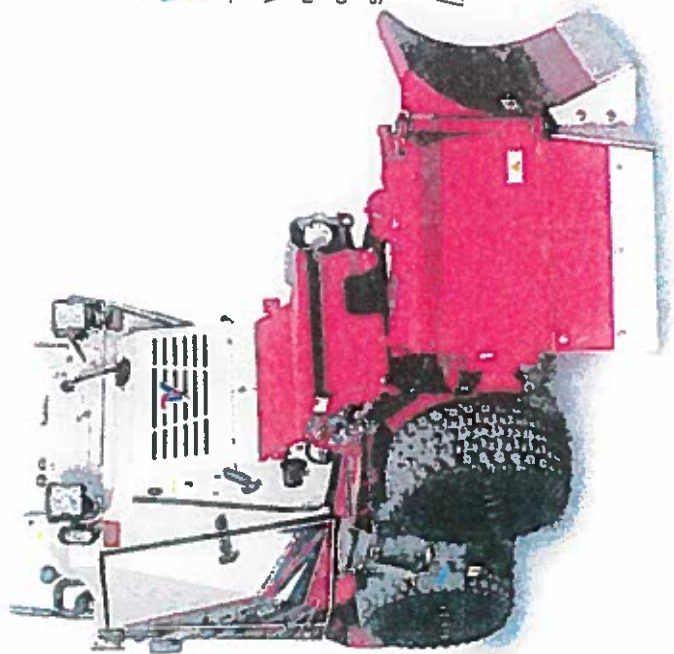
Visit [ventrac.com/contracts](http://ventrac.com/contracts)

## BUILT FOR SNOW, DESIGNED FOR SIDEWALKS

# VENTRAC SSV

The new Ventrac SSV makes it easy and efficient to manage snow and ice on sidewalks. The SSV is a dedicated Sidewalk Snow Vehicle with an industry-first 36" working width in order to allow access to the tightest areas of any property. The SSV allows more reduction of hand labor and walk-behind equipment than ever before. It's also designed with a full arsenal of commercial quality snow removal attachments and de-icing options that are engineered to provide a system that can handle any winter storm. The wait for a proper sidewalk snow machine is finally over.

Learn more at: <http://ventrac.com/SSV>



## Item 8.2 Cover sheet – Amending 2021/2022 Project List and CIP

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

### The Issue

Shall the Auburn Recreation District amend the existing 2021/2022 Project List and Capital Improvement Project List (CIP)?

### Background

An amendment to the FY 2021/2022 Project List is being proposed for the following reasons:

1) To reflect the increased scope of work and increased pricing for the MV Park asphalt repair project  
There are two reasons for increasing the estimated cost for this project from \$15,000 to \$30,000:

- A. After re-walking the pathway, staff determined that repairs should also be made to some of the edges of the pathway. These edges are deteriorating and should be addressed while a contractor is on site.
- B. The increase in the cost of asphalt and asphalt installation.

To pay for this additional \$15,000, staff is proposing to:

C. Remove the Recreation Field infield renovation project. An ARD staff member with some skills on a tractor was able to remedy a good portion of the problem. The rest of the renovation will be completed by staff this fall/winter. Removing this project:

- \* Frees up \$10,000 in ARD reserve funding
- \* Returns \$15,000 to the Placer County Mitigation Area #5 fund, which can be used for the MV Playground project

D. Use \$10,000 in ARD ADA reserve funding, as there are several repairs that will help keep the pathway ADA compliant.

2) To request an additional \$10,000 in reserve funds to help pay for any additional work being proposed in the energy efficiency projects being done by Centrica. When the Centrica project was approved by the ARD Board, there was no contingency allotment provided. Since starting the project, ARD staff have identified several additional items to be addressed. Currently, there is \$3,700 worth of additional items, which includes:

- One additional Exit sign
- Recreation Park: Line item #165 currently states re-lamp existing fixture. Centrica to replace fixture.
- Ashford Park: Restrooms not part of scope of work. Change the exterior lights to QTE LED p2 50K 120 YK DDB and replace the interior lights. Jesse to supply the interior fixtures, Centrica to remove old and install new.
- Christian Valley Park: Line Item #193 and #194 currently states re-lamp existing fixture. Centrica to replace fixture.
- Placer Hills Park: additional scope in bathrooms
- Meadow Vista Park: Line Item #200 currently states re-lamp existing fixture. Centrica to replace fixture.

Staff is requesting a \$10,000 ARD controlled contingency for these items and any additional items that come up.

Staff is proposing to use ARD reserve funds for this additional \$10,000.

**District Policy, Section H states:**

3. Project List: The yearly Project List may include all funded items from that Fiscal Year's Capital Improvement Plan plus all planned General Fund projects costing an estimated \$5,000 or more. The Project List may be amended throughout the year if a project is identified after the creation and approval of the list. The Project List should be presented to the Board for approval by May of each Fiscal Year.

**Recommendation for Board of Directors**

The A&D Committee sent a positive recommendation to the ARD Board to approve these amendments to the FY 2021/2022 Project list.

The Committee also discussed ways to eliminate the negative balance in FY 24/25. Staff will address this balance at budget revision this current year.

**Fiscal Impact**

The estimated costs and proposed funding for each project are included on the project list.

**Attachments**

FY 2021/2022 Project List (with updates highlighted in yellow)  
FY 2022/2023 – 2024/2025 Project Lists



Auburn Recreation District Five Year Project List

Green = moved from a previous year  
 Yellow = updated number or new project to list

Project List

2021/2022

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
Estimated balance									
			35,032	1,005,574	842,287	226,495	302,000	415,000	
<b>Recreation Park</b>									
Rec. Field-Infield renovation									
James Bermuda Outfield	42,000				20,000	22,000			
Wheelchair Swing	60,000				25,000	30,000	5,000		
Rec Shop Floor Repairs	10,000				10,000				
<b>Meadow Vista</b>									
ADA Signage	1,200			1,200					
Parking lot reseal/repaint	15,000				15,000				
Pathway repairs	30,000			10,000	20,000				
Pickleball court crack repairs	5,000		5,000						
New playground	120,000				60,000	60,000			
<b>Ashford Park</b>									
New irrigation pump	45,000	28,000							
<b>Overlook Park</b>									
Restroom ADA Upgrades	15,000			15,000					
<b>Regional Park/24 Acres</b>									
24 acres Planning/CEQA	120,000	(46,734)			73,266				
24 acre construction docs	110,000				110,000				
Dry Creek playground replace	177,000						177,000		
Pickleball court crack repairs	4,500		4,500						
Trail improvements/signage	10,000		10,000						
<b>CVCC</b>									
Bike Park Phase II	117,175				77,540				
ADA Door	5,000			5,000			39,635		
<b>Placer Hills Park</b>									
Parking Lot repairs	30,000		30,000						
<b>Skyridge Elementary</b>									
Modular #2 roof repair	10,850				10,850				
<b>Multiple Parks</b>									
Energy Efficiency Upgrades	2,131,500				10,000				
<b>TOTAL</b>	3,059,225	-18,734	49,500	31,200	406,656	107,000	30,000	221,635	0
Estimated Balance Remaining			3,832	598,918	735,287	196,495	80,365	415,000	

Equip Rsrv.  
17,000

Loan  
2,131,500

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$25,000 added to FCC per year

Note: Placer County to use approx. \$350,000

Note: Assumes \$177,000 Grant, \$5,000 donation, and 120,000 in Kind for Bike Park

# Auburn Recreation District Five Year Project List

Green = moved from a previous year

## Project List

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
<p>8,832    623,918    785,287    206,495    1,415,000    415,000</p>									
<b>Recreation Park</b>									
Locker room Floor	25,000				25,000				
<b>Regional Park</b>									
Tennis/pickleball courts surfaces	200,000				200,000				<u>Postponed</u>
Pond mucking	100,000				100,000				
Walking pathway extension, Dry Creek end	265,000								
24 Acre Development	2,275,000					445,000		1,415,000	415,000
Kiosks	10,000				10,000				
Pond leak Repair	95,000				95,000				
Canal Repair	40,000				40,000				
<b>Ashford Park</b>									
Levee Repairs and paving	20,000				20,000				
<b>Overlook Park</b>									
Interpretive Signage (2 x \$5K)	10,000				10,000				
<b>Railhead Park</b>									
Parking lot repair/reseal	15,000				15,000				
<b>Christian Valley Park</b>									
Tutor Totter Roof	45,000								
<b>TOTAL</b>	3,030,000	0	45,000	0	490,000	445,000	0	1,415,000	415,000
<p>8,832    133,918    340,287    206,495    0    0</p>									
<b>Estimated Balance Remaining</b>									

Move to Reserve Funding

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes \$1.415m in Statewide Park Program grant
- Note: Placer County to use approx. \$350,000

**Auburn Recreation District Five Year Project List**

Green = moved from a previous year

**Project List**

**2023/2024**

Estimated balance

13,832 158,918 390,287 216,495 **Changed** 80,000

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<b>Recreation Park</b>									
Spray park (replace splash pool)	300,000		20,000		75,000	60,000	65,000	80,000	
North (Front) Playground	120,000						120,000		
North Playground, Path of Travel	30,000						30,000		
<b>Regional Park</b>									
Breezeway Painting	40,000		20,000		20,000				
<b>Meadow Vista Park</b>									
<b>TOTAL</b>	<b>490,000</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>95,000</b>	<b>60,000</b>	<b>215,000</b>	<b>80,000</b>	<b>0</b>
<b>Estimated Balance Remaining</b>				<b>13,832</b>	<b>63,918</b>	<b>330,287</b>	<b>1,495</b>	<b>0</b>	<b>0</b>

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$25,000 added to FCC per year

Note: **Placer County to use approx. \$350,000**

Note: Assumes \$80,000 Grant

# Auburn Recreation District Five Year Project List

Green = moved from a previous year

## 2024/2025

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Meadow Vista Park</i>									
Pond island renovation	100,000				100,000				
<i>Regional Park</i>									
Tennis Court Path of Travel	41,500		3,000	18,500		20,000			
<b>TOTAL</b>	141,500	0	3,000	18,500	100,000	20,000	0	0	0
<b>Estimated Balance Remaining</b>				332	-11,082	360,287	11,495	0	0

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes \$50,000/year in Equipment Reserve funds

## Discussion item 9.1 Cover sheet – Curt Smith Memorial Bench at the Auburn Bike Park

Auburn Area Recreation and Park District (ARD) Board of Directors meeting, May, 2021; **June, 2021**

### The Issue

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors add a memorial bench at the Auburn Bike Park for former ARD Director Curt Smith? The Acquisition and Development Committee requested that this item be considered.

### Background

Curt Smith served as an ARD Board member from 2006 until his passing in 2015. It has been suggested that the ARD Board consider adding a memorial bench at the Auburn Bike Park in memory of Curt.

After Curt's passing, there was an effort to install a memorial rock at the Railhead Park playground. That rock is still not in place.

### **Per ARD Policy:**

- D. Criteria for creating non-living memorials in an individual's name:
  1. The memorial should be a non-living, low maintenance improvement, which should serve a purpose to the District, for example, a bench with a plaque. All costs of the improvement shall be the responsibility of the donor. The donor may submit information and recommendation to the District Administrator regarding relevant history of the person to be memorialized, type of improvement desired and verbiage requested. Final decisions regarding the improvement, including, but not limited to, materials, equipment, location and labor will be made by the District.

### Recommendation for the Board of Directors

Review and discuss. **At the May Board meeting, the Board discussed soliciting individuals for donations.**

### Fiscal Impact

There would be no fiscal impact to ARD. The bench and cost to install it would need to be covered by donations from the Board and community.

The cost for a memorial bench is approximately \$2,000. The cost for install could be as much as \$1,500, however other groups that have installed memorial benches at ARD were able to get the installation donated.

### Attachments

N/A

SUBSCRIBE



The Auburn Area Recreation and Parks District just turned on the water at the Splash Pool, above, for the first time since 2019.  
**Traci Newell** ▣ Auburn Journal

Search for...

## Auburn Recreation District kicks off the season with public swim sessions

ARD kicks off the season with public swim sessions



Traci Newell Auburn Journal Jun 15, 2021 11:00 AM

# Gold Country Media

SUBSCRIBE



Just in time for the triple-digit heatwave scheduled to hit the area Thursday through Saturday, ARD has opened public swim sessions at Sierra Pool (which includes the Splash Pool) and Placer Hills Pool.



While ARD offered public swim during the pandemic, this year there will be no restrictions regarding capacity and use, said Mark Brunner, recreation services manager.

Last year, the Splash Pool was shut down, but ARD turned on the water at the playground at Sierra Pool on Monday, to the delight of many young visitors.

Search for...

Rebekah Adams, who visited the pool with two of her four children.

The Sierra Pool, which is at Recreation Park and includes the Splash Pool, is open for public swim Mondays through Thursdays from 12:30-3:30 p.m. and Fridays from 12:30-4:30 p.m. Public swim at the Placer Hills Pool in Meadow Vista is open Mondays, Wednesdays and Fridays from 1-4 p.m.

Fees are \$4 for children 6 and under and \$5 for anyone 7 and older. ARD offers swim passes and family passes for their facilities.

# Gold Country Media

SUBSCRIBE



Families gathered at Recreation Park to enjoy Auburn Area Recreation and Parks District's Movie in the Park event Friday.

Courtesy of ARD

## Friday night flick: Families enjoy film at Auburn's Recreation Park

Jun 14, 2021 1:30 PM

Nearly 165 people gathered at Recreation Park on Friday to enjoy the Auburn Area Recreation and Parks District's Movie in the Park event featuring "Trolls World Tour." "It was a great success," said