

**AUBURN AREA RECREATION AND PARK DISTRICT MEETING OF THE  
PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE AGENDA**

**WEDNESDAY, FEBRUARY 20, AT 1:00 PM**

**CANYON VIEW COMMUNITY CENTER  
471 MAIDU DRIVE, AUBURN, CA 95603**

**Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (530) 537-2187. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.**

**1.0 CALL TO ORDER**

Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_

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

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

**4.0 BUSINESS**

**4.1 Approval of Minutes from the January 23, 2019 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

**Recommendation:** Review and approve minutes.

**4.2 ARD Legal Counsel, 2019**

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

**4.3 Amending ARD Ordinance #1**

Shall the Auburn Area Recreation and Park District (ARD) amend ARD Ordinance #1 to clarify what activities are prohibited in parks after dust, to strengthen rules on littering and the use of ARD trash receptacles and to clarify what sort of fuels can be used in ARD BBQ grills?.

**4.4 Facilities and Fields Fee Increases**

Shall the Auburn Area Recreation and Park District (ARD) increase fees for the rental of facilities and fields, and increase the entry fee for public swim for FY 19/20 – FY21/22?

**4.5 Approval of Legal Bills from January 2019**

**Recommendation:** Review and approve legal bills.

**Discussion Item:**

1. Permanent Restraining Order Against Matthew Rhines.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM,  
PERSONNEL, POLICY & FEE COMMITTEE MEETINGS**

**5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

- Review the District Transparency Checklist - ongoing.

**ADJOURNMENT**

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

2-15-19  
Date

1:10 P.M.  
Time

P. Larson  
Secretary to the Board

**Auburn Area Recreation and Park District  
Minutes  
of the Program, Personnel, Policy, Fee & Legal Review Committee Meeting  
Wednesday, January 23, 2019 at 1:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA 95603**

**1.0 CALL TO ORDER**

The meeting of the Program, Personnel, Policy, Fee & Legal Review Committee was called to order at 1:00 p.m.

**ROLL CALL**

Directors Holbrook and Ainsleigh were both present.

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

None.

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

None.

**4.0 BUSINESS**

**4.1 Approval of Minutes from the December 5, 2018 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

The minutes from the December 5, 2018 Program, Personnel, Policy, Fee & Legal Review Committee meeting were reviewed and approved by Director Holbrook.

**4.2 Amending ARD Ordinance #1: Prohibited Presence in Parks; Trash and Littering; Fires and BBQ Grills**

This item was reviewed by the Committee and forwarded to the Board of Directors with a split vote from Directors Holbrook and Ainsleigh on the wording for Section CC, part of proposed amendment #1.

**4.3 Legal Counsel, 2019**

This item was reviewed by the Committee with a recommendation to send out RFP's for legal counsel and look into a less expensive way of dealing with human resources issues as opposed to calling legal counsel. This item will be

reviewed again at the February, 2019 Program, Personnel, Policy, Fee & Legal Review Committee meeting.

**4.4 Amending Board Policy: Cancelling Meetings**

The Committee reviewed this item and found no need to forward it to the Board for consideration.

**4.5 Term Limits for ARD Board Members**

The Committee reviewed this item and found no need to forward it to the Board for consideration.

**4.6 SDRMA Quote**

The Committee reviewed this item and forwarded it to the Board with a recommendation to stay with CAPRI for our Liability & Property coverages, and move to SDRMA for our Worker's Compensation coverage.

**4.7 Approval of Legal Bills from November and December 2018**

The Committee reviewed and approved the legal bills.

**Discussion Item:**

1. Permanent Restraining Order against Matthew Rhines – this item will be discussed again at the February 2019 Policy meeting with follow-up information from the District Attorney's office.

**5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE MEETINGS**

Crime in ARD Parks policy.

**5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

Review the District Transparency Checklist – ongoing.

**ADJOURNED**

As there was no further business, the meeting was adjourned at 1:59 p.m.

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

\_\_\_\_\_  
Date

## 4.2 Cover sheet – ARD Legal Counsel, 2019

**Auburn Area Recreation and Park District Policy, Program and Fee Committee Meeting January, 2019; February, 2019**

### The Issue

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

### Background

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

- D. Policy to Re-Address Performance of Legal Counsel. The District will re-address performance of the contracted Legal Counsel every two years. If services and fees are not found to be in accordance with the Legal Services Agreement as signed by the District Administrator and Legal Counsel, the District may seek new counsel.

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

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

The ARD Board of Directors readdressed the performance of KMTG in July, 2012 and June, 2014 and May, 2016.

### Recommendation for the Policy Committee

Review and provide direction.

Staff recommends staying with Cole Huber.

### Fiscal Impact

There is no projected fiscal impact to perform this review.

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

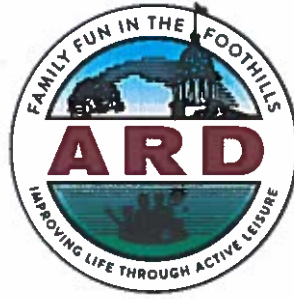
FY 06/07	FY 07/08	FY 08/09 *	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
\$30,652	\$24,824	\$1,363	\$20,131	\$13,475	\$7,710	\$6,648	\$8,421	\$15,301	\$6,693

FY 16/17	FY 17/18
\$4,533	\$12,552

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

**Attachments**

DRAFT Request for Proposal (RFP) for Legal Services



**Auburn Area Recreation and Park District  
471 Maidu Drive Ste. 200  
Auburn, Ca 95603  
(530) 885-8461 Extension 102**

## **Request for Proposal for Legal Services**

### **PROPOSALS DUE BY**

**Date**

**471 Maidu Drive, Ste. 200  
Auburn, CA 95603**

For further information, please contact:

Pat Larson  
Administrator's Assistant  
(503) 885-8461 x102  
Fax: (530) 885-0703  
[plarson@auburnrec.com](mailto:plarson@auburnrec.com)

# Auburn Area Recreation and Park District

## Request for Proposal for Legal Services

### I. INTRODUCTION

#### A. General Information

The Auburn Area Recreation and Park District (the District) is requesting proposals from qualified legal firms to represent the District as general legal counsel. The desired firm must have a comprehensive knowledge of all aspects of law, however, when reviewing proposals, the District's evaluation will be weighted based on the following ranking of experience and knowledge:

- 1) Parks and Recreation agencies issues and trends
- 2) Special District laws, regulations and codes
- 3) California Codes
- 4) Human Resources
- 5) Public agency laws, regulation and issues
- 6) Contracts and contract codes
- 7) CEQA and related environmental law

The desired firm will not represent, conduct business or have an agreement with any organization that does business with the District.

The District reserves the right to reject any or all proposals submitted.

Review Process. During the evaluation process the District reserves the right to request additional information.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

Three copies of proposals and one unbound copy of the proposal are due to the Auburn Area Recreation & Park District by no later than **DATE** at 4pm. Proposals should be addressed to:

Auburn Area Recreation and Park District  
Attn: Legal RFP  
471 Maidu Dr. Ste. 200  
Auburn, CA 95603



It is anticipated the selection of a firm will be completed by **DATE**. The Auburn Recreation District Legal Review Committee will review all applicants and recommend certain firms for interviews by the Board of Directors. **Selected firms will be expected to attend the Board of Director's meeting on DATE at 6pm.** The meeting will take place at the Canyon View Community Center (471 Maidu Dr., Auburn).

## **II. NATURE OF SERVICES REQUIRED**

### **A. Scope of Work to be performed**

This RFP has been prepared with the philosophy that the legal firm selected will be a full service legal firm. This is expected to include, but not be limited to providing legal opinions, representing the district in legal matters, assisting with Parks and Recreation matters, Special District issues, human resources and personnel matters, reviewing documents and contracts as requested and responding to the District in a timely manner, generally considered to be one business day.

The performance period for the contract between the District and the chosen firm is one year, with an annual review by the District. The contract may be terminated by the District or firm upon written notice to the other party.

The chosen firm will submit monthly invoices to the District for review by the District's Legal Review Committee. The chosen firm should allow 4 – 6 weeks for payment.

## **III. DESCRIPTION OF THE DISTRICT**

### **A. Name and Telephone Number of Principal Contact:**

The principal contact with the District will be the District Administrator. The District Administrator can be reached at (530) 885-8461 Extension 102.

### **B. Background Information:**

Auburn Area Recreation and Park District was established in 1948. The District is approximately 100 square miles serving a population of approximately 43,000 with 11 major parks and facilities, 3 child care centers and 2 large undeveloped areas. The District employs approximately 40 – 90 staff, depending on the time of year. The District's expenses for FY 17/18 were \$5.1 million, including Capital Improvement Projects.

## **IV. SELECTION PROCESS AND CRITERIA**

### **A. Selection Process**

The District will evaluate the proposal including related experience of the firm. Cost will be considered, however, this will not be the sole selection criteria. The Board of Directors will make the final determination on awarding the contract.

All proposals received by the deadline will be reviewed by the District for content, completeness, experience and qualifications. The Auburn Recreation District Legal Review Committee will review all applicants and recommend certain firms for interviews by the Board of Directors. Selected firms will be expected to attend the Board of Director's meeting on **DATE** at 6pm. The meeting will take place at the Canyon View Community Center (471 Maidu Dr., Auburn).

The District reserves the right to select the firm which, in its sole judgment, best meets the needs of the District.

### **B. Selection Criteria**

Proposals submitted in response to this RFP will be evaluated on the following criteria. The successful firm will demonstrate through its proposal that it has carefully studied the District's expectations as stated in this RFP. The proposal and presentation of past experience must demonstrate to the District that the firm has the professional capability and competency to be a full service legal firm who will provide legal representation for the District.

Selection criteria includes:

- \* Previous experience with Parks and Recreation agencies
- \* Knowledge of Special District's unique status within the State
- \* Complete familiarity with the California Resources Code including the Brown Act
- \* Well rounded knowledge of human resource laws and requirements
- \* Experience representing Public Agencies
- \* Thorough knowledge of contract law, including Public Works contracts and implementation
- \* CEQA knowledge and experience
- \* Cost of services
- \* Responsiveness to the RFP

### **C. District Rights and Options**

The District, at its sole discretion, reserves the following rights:

1. To determine which respondents, if any, shall be included on a short list of semi-finalists based on the criteria set forth in the RFP.
2. To reject any, or all information received pursuant to this RFP.
3. To supplement, amend, substitute or otherwise modify this RFP at any time by means of written addendum.
4. To cancel this RFP with or without the substitution of another RFP or prequalification process.
5. To request additional information.
6. To verify the qualifications and experience of each respondent.
7. To require one or more respondents to supplement, clarify or provide additional information in order for the District to evaluate RFPs submitted.
8. To hire multiple firms to perform the necessary duties and range of services if it is determined to be in the best interests of the District.
9. To use any techniques or concepts included in the submitted RFP regardless of firm's selection.
10. To waive any minor defect or technicality in any RFP received.

### **V. PROPOSAL REQUIREMENTS**

It is the desire of the District to receive accurate and easily comparable information on all interested firms. We have structured this RFP process in a way which allows for variation in proposals while asking all respondents to provide needed basic information. The process should not get in the way of your proposal and we do not expect flashy or very lengthy proposals. Proposals should be but are not required to be presented in an 8.5" x 11" size.

Further, we ask that the proposal be prepared and submitted by the individual attorney or teams of attorneys who will be directly involved with the District's legal needs. We respect senior partners but very much, however we want to meet with the attorneys with whom we may work on a long-term basis. We ask that the individual or individuals who will have the greatest day to day dealings with the District be identified and serve as the firm's representative during the selection process.

The proposal should include the following information to be considered:

1. Cover Letter/Letter of Interest

Indicate name of the attorney who will serve as contact for your firm and be the District's primary contact. Please state firm name, address of office submitting proposal (also include address of main firm office if proposal is submitted by a branch office), telephone number, fax number, and type of firm (e.g., corporation, partnership, proprietorship).

Please provide Three (3) copies and one unbound copy of proposal. Proposals should be addressed to:

Auburn Area Recreation and Park District  
Attn: Legal RFP  
471 Maidu Dr. Ste. 200  
Auburn, CA 95603

2. Firm Organization/Credentials/Professional Experience

Please provide a brief description of your firm including number of years in business, professional experience with parks and recreation agencies, specifically Special Districts, types of legal services provided, and the number of employees in the firm.

3. Project Team

Identify the following key members of the legal firm and state their experience and qualifications:

- \* Principal/Partner in charge
- \* Attorneys who will be working directly with the District
- \* Associates

4. Firm Resources and relevant clients

Please describe any special strengths your firm has to offer that are not elsewhere stated in your proposal.

5. Financial/Insurance

Provide a rate sheet detailing your firm's proposed rates and fees for this contract if you receive the award and comparative fees which you charge other organizations.

Indicate amount of professional liability insurance coverage.

The District will not be responsible for expenses incurred in preparing and submitting this proposal.

**6. Client References**

Please list at least four recent (past five years) clients for whom your firm has provided full service legal services. Please include a contact person's name, telephone number.

**7. Transmittal Letter**

A signed letter of transmittal briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the time period and a statement that the proposal is a firm and irrevocable offer for 60 days.

**8. License to Practice in California**

An affirmative statement should be included that the firm and all assigned key professional staff are properly licensed to practice in California.

## **Item 4.3 Cover sheet – Amending ARD Ordinance #1: Prohibited Presence in Parks; Trash and Littering; Fires and BBQ Grills**

Auburn Area Recreation and Park District (ARD) Policy Committee meeting January, 2019; February, 2019; Board of Director’s meeting January, 2019; February, 2019

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) amend ARD Ordinance #1 to clarify what activities are prohibited in parks after dusk, to strengthen rules on littering and the use of ARD trash receptacles and to clarify what sort of fuels can be used in ARD BBQ grills?

### **Background**

California Public Resources Code (PRC) section 5786.1 empowers the Boards of Special District to adopt and enforce ordinances necessary for the administration, government and protection of all property, improvements and facilities under its management or belonging to the District.

PRC Section 5786.1 (i) requires that Special Districts adopt ordinances following the procedures of Article 7 (commencing with Section 25120) of Chapter 1 of Part 2 of Division 2 of Title 3 of the Government Code. This section references County ordinances, hence any references to “county”.

Staff is proposing three amendments at this time:

### **Proposed Amendment #1:**

ARD Ordinance #1, Section R, states the following:

R. Prohibited presence. No person shall tent, camp, lodge, or otherwise be present in any park after dusk or before dawn or at times otherwise posted, except when lawfully in attendance at an event permitting such.

ARD Ordinance #1, Section CC, states the following:

CC. Lights. No person utilizing an illuminated playing area shall continue to do so after 10:45 p.m. of each day. The persons using such an area shall ensure that all lights for the area are turned off no later than 10:45 p.m. unless authorized by Special Use Permit.

Section R does not address people who may be using a park to participate in an authorized activity at a lit facility. These activities may include (but are not limited to): adult softball, youth baseball, pickleball/tennis played on lit courts, outdoor basketball played on lit courts.

A recent emphasis placed on enforcing Section R used added signage to notify users of park hours. This caused some concern with at least one person who thought she may not be able to play evening pickleball.

Proposed amendments to this section are attached.

## **Proposed Amendment #2:**

ARD Ordinance #1, Section T, states the following:

T. Waste liquids and refuse. No person shall dispose of dishwater or other waste liquids or dispose of any garbage, empty container, or other solid waste material within a park, other than in receptacles or other facilities provided for such disposal.

ARD has been having some issues with people using District trash receptacles and dumpsters to dispose of their personal trash.

Proposed amendments to this section are attached.

## **Proposed Amendment #3:**

In December of 2016, the ARD Board considered amending ARD Ordinance #1 to clarify what sort of fuel materials could be used in ARD grills. The Board decided at that point that it would wait until the next time ARD Ordinance #1 was amended to make any changes to these sections.

Proposed amendments to these sections are attached.

## **Recommendation for the Policy Committee**

Staff recommends Amending ARD Ordinance #1 as described.

Staff further recommends that the Policy Committee forwarded this item to the Board with a positive recommendation to have a first reading of the proposed changes and set a date for a public hearing for the final reading of the proposed amendments, most likely at the March 28, 2019 Board of Director's meeting.

## **Fiscal Impact**

The proposed amendment would have a minor fiscal impact to the District, including costs to publicly notice the amendment (approx. \$500) and signage (less than \$500).

## **Attachments**

Proposed amendments to ARD Ordinance #1, Section R

Proposed amendments to ARD Ordinance #1, Section T

Proposed amendments to ARD Ordinance #1, Sections A and S

Ordinance Adoption Codes and Procedures

## **Proposed new language for ARD Ordinance #1 re: Prohibited presence**

(new language in red)

R. Prohibited presence. No person shall tent, camp, lodge, or otherwise be present in any park after dusk or before dawn or at times otherwise posted, except when lawfully in attendance at an event or authorized rental permitting such or participating in an approved activity at a lit facility. All activities at lit facilities must obey Section CC.

CC. Lights. No person utilizing an illuminated recreation area shall continue to do so after 10:45 p.m. of each day. The persons using such an area shall ensure that all lights for the area are turned off no later than 10:45 p.m. unless authorized by Special Use Permit.



## **Proposed Amendment to ARD Ordinance #1, Section T re: Trash and Littering**

### Current ARD Ordinance #1, Section T :

T. Waste liquids and refuse. No person shall dispose of dishwater or other waste liquids or dispose of any garbage, empty container, or other solid waste material within a park, other than in receptacles or other facilities provided for such disposal.

### **Current Placer County Ordinance:**

B. Littering Prohibited. No person shall leave or deposit rubbish, litter or trash of any kind, except in receptacles provided for said purposes. Receptacles in public recreation areas are intended solely for the purpose of park generated trash or rubbish. Under no circumstances may any person bring rubbish or trash into a PRA for the purpose of disposing into PRA receptacles.

### **Proposed ARD Ordinance, Section T:**

**T. Waste liquids, refuse and littering. No person shall leave or deposit rubbish, litter, waste liquids or trash of any kind, except in receptacles provided for said purposes. Receptacles in District parks are intended solely for the purpose of park generated trash or rubbish. Under no circumstances may any person bring waste liquids, refuse or trash into a District park for the purpose of disposing into District park receptacles.**

## **Proposed Amendments to ARD Ordinance #1, Section A and S: BBQ grills and fires**

ARD Ordinance #1, Section A, states the following:

A. Fires. No person shall make or kindle a fire within any park except in stoves or other facilities specifically provided by the District or in a container commercially manufactured for such purposes, and used only in areas designated for such use. **All persons must obey Section S.** No fire shall be lit or maintained within a park between the hours of 10 p.m. and 7 a.m. of the next succeeding day, except by Special Use Permit.

S. Picnicking. No person shall cook any meal within a park except in an area authorized and provided for such use. **Only charcoal briquettes or other commercially made cooking products are allowed in District BBQ grills.**

CALIFORNIA CODES  
PUBLIC RESOURCES CODE  
SECTION 5786-5786.31

5786.1. A district shall have and may exercise all rights and powers, expressed or implied, necessary to carry out the purposes and intent of this chapter, including, but not limited to, the following powers:

(i) To adopt ordinances following the procedures of Article 7 (commencing with Section 25120) of Chapter 1 of Part 2 of Division 2 of Title 3 of the Government Code.

CALIFORNIA CODES  
GOVERNMENT CODE  
SECTION 25120-25132

25120. The enacting clause of all ordinances of the board of supervisors shall be as follows: "The Board of Supervisors of the County of \_\_\_\_\_ ordains as follows."

25121. Every ordinance shall be signed by the chairman of the board and attested by the clerk.

25122. On the passage of all ordinances the votes of the several members of the board shall be entered on the minutes, and all ordinances shall be entered at length in the ordinance book.

25123. All ordinances shall become effective 30 days from the date of final passage, except the following ordinances, which shall take effect immediately:

- (a) Those calling or otherwise relating to an election.
- (b) Those specifically required by this code or by any other law to take immediate effect.
- (c) Those fixing the amount of money to be raised by taxation, or the rate of taxes to be levied.
- (d) Those for the immediate preservation of the public peace, health, or safety, which shall contain a declaration of the facts constituting the urgency, and shall be passed by a four-fifths vote of the board of supervisors.
- (e) Those specifically relating to the adoption or implementation of a memorandum of understanding with an employee organization.
- (f) Those relating to salaries and other compensation of officers, other than elected officers, and employees.

25123.5. Notwithstanding the provisions of Section 25123, that portion of any ordinance which changes supervisorial salaries shall become effective 60 days after its adoption.

25124. (a) Except as provided in subdivision (c), before the expiration of 15 days after the passage of an ordinance it shall be

published once, with the names of the members voting for and against the ordinance, in a newspaper published in the county if there is one, and if there is no newspaper published in the county, the ordinance shall be posted in a prominent location at the board of supervisors' chambers within the 15-day period and remain posted thereafter for at least one week. The local agency, at its option, may include in an ordinance reclassifying land either a brief description accompanied by a map of the boundaries of the property, as recited in the notice of hearing, or a complete metes and bounds description accompanied by a map depicting the reclassified property and adjacent properties. Except for maps, any exhibit attached to and incorporated by reference in an ordinance need not be published in its entirety if the publication lists all those exhibits by title or description and includes a notation that a complete copy of each exhibit is on file with the clerk of the board of supervisors and is available for public inspection and copying in that office in accordance with the California Public Records Act, Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1. A certificate of the clerk of the board of supervisors or order entered in the minutes of the board that the ordinance has been duly published or posted is prima facie proof of the publication or posting.

(b) The publication or posting of ordinances, as required by subdivision (a), may be satisfied by either of the following actions:

(1) The county board of supervisors may publish a summary of a proposed ordinance or proposed amendment to an existing ordinance. The summary shall be prepared by an official designated by the board of supervisors. A summary shall be published and a certified copy of the full text of the proposed ordinance or proposed amendment shall be posted in the office of the clerk of the board of supervisors at least five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. Within 15 days after adoption of the ordinance or amendment, the board of supervisors shall publish a summary of the ordinance or amendment with the names of those supervisors voting for and against the ordinance or amendment and the clerk shall post in the office of the clerk of the board of supervisors a certified copy of the full text of the adopted ordinance or amendment along with the names of those supervisors voting for and against the ordinance or amendment.

(2) If the county official designated by the board of supervisors determines that it is not feasible to prepare a fair and adequate summary of the proposed or adopted ordinance or amendment, and if the board of supervisors so orders, a display advertisement of at least one-quarter of a page in a newspaper of general circulation in the county shall be published at least five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. Within 15 days after adoption of the ordinance or amendment, a display advertisement of at least one-quarter of a page shall be published. The advertisement shall indicate the general nature of, and provide information about, the proposed or adopted ordinance or amendment, including information

sufficient to enable the public to obtain copies of the complete text of such ordinance or amendment, and the names of those supervisors voting for and against the ordinance or amendment.

(c) If the clerk of the board of supervisors fails to publish an ordinance within 15 days after the date of adoption, the ordinance shall not take effect until 30 days after the date of publication.

25125. No county ordinance passed prior to September 13, 1941, is void solely by reason of the fact that it was not published for a full week within 15 days after its passage, if the first actual publication of the ordinance was within the 15-day period, and thereafter actual publication was made for a full week.

25126. Any or all ordinances of any county which have been enacted and published in accordance with the provisions of its charter or this article, and which have not been repealed, may be compiled, consolidated, revised, indexed, including such restatement and substantive change as is necessary in the interest of clarity, and arranged as a comprehensive ordinance code.

25127. The ordinance code may be adopted by reference by the passage of an ordinance for the purpose, which shall be adopted and approved in the manner provided by charter or this article for the passage of ordinances for the county.

25128. The ordinance code itself need not be published in the manner required for other ordinances, but not less than three copies of the code shall be filed for use and examination by the public in the office of the clerk of the county prior to the adoption thereof.

25129. After the code has been adopted all ordinances thereafter adopted pertaining to the subjects in the code shall be amendatory or revisory of the code. No section or subsection of the code shall be revised or amended by reference. The ordinance section or subsection revised or amended shall be adopted and published in the manner prescribed in Section 25124. Nothing in this section shall preclude repealing or rendering inoperative by reference any section or subsection if language in the ordinance fairly identifies the subject matter of the sections or subsections which would be repealed or rendered inoperative by the ordinance.

25130. An ordinance code adopted and fully published, or adopted by reference as provided in this article, may be subsequently recompiled, recodified and indexed, including such restatement and substantive change as is necessary in the interest of clarity, in the same manner as prescribed by this article for the original adoption by reference of an ordinance code.

25131. Ordinances shall not be passed within five days of their introduction, nor at other than a regular meeting or at an adjourned regular meeting. However, an urgency ordinance may be passed

immediately upon introduction and either at a regular or special meeting. Except when, after reading the title, further reading is waived by regular motion adopted by majority vote, all ordinances shall be read in full either at the time of introduction or passage. When ordinances, other than urgency ordinances, are altered after introduction, they shall be passed only at a regular or at an adjourned regular meeting held at least five days after alteration. Corrections of typographical or clerical errors are not alterations within the meaning of this section. This section shall not apply to ordinances which by statute can be passed only after notice and a public hearing.

25132. (a) Violation of a county ordinance is a misdemeanor unless by ordinance it is made an infraction. The violation of a county ordinance may be prosecuted by county authorities in the name of the people of the State of California, or redressed by civil action.

(b) Every violation determined to be an infraction is punishable by (1) a fine not exceeding one hundred dollars (\$100) for a first violation; (2) a fine not exceeding two hundred dollars (\$200) for a second violation of the same ordinance within one year; (3) a fine not exceeding five hundred dollars (\$500) for each additional violation of the same ordinance within one year.

(c) Notwithstanding any other provision of law, a violation of local building and safety codes determined to be an infraction is punishable by (1) a fine not exceeding one hundred dollars (\$100) for a first violation; (2) a fine not exceeding five hundred dollars (\$500) for a second violation of the same ordinance within one year; (3) a fine not exceeding one thousand dollars (\$1,000) for each additional violation of the same ordinance within one year of the first violation.

## Item 4.4 Cover sheet – Proposed Fee Increases: Facility and Field Rentals; Public Swim

Auburn Area Recreation and Park District (ARD) Policy and Fee Committee meeting February 20, 2019

### The Issue

Shall the Auburn Area Recreation and Park District (ARD) increase fees for the rental of facilities and fields, and increase the entry fee for public swim for FY19/20 – FY21/22?

### Background

ARD charges fees for the rentals of its facilities and fields. It also charges an entry fee for the Sierra/Splash Pool and the Placer Hills Pool. These fees have not been increased since 2014. ARD has strived to keep its fees stable, however the increased costs of doing business has eaten into our ability to match this goal. Since FY15/16, ARD has seen its costs increase on several fronts, without a corresponding increase in revenue. A review of some the larger line items from the ARD budget demonstrates this fact:

	2015-2016	2016-2017	2017-2018		
Tax Rev	2,851,024	2,999,467	3,117,858	266,834	9%
Rentals	176,900	191,229	141,135	(35,765)	-20%
Programs	1,009,945	1,072,705	1,166,056	156,111	15%
	4,037,869	4,263,401	4,425,049	387,180	10%
	2015-2016	2016-2017	2017-2018		
Operations	296,975	319,368	360,855	63,880	22%
Maintenance	256,765	302,001	451,332	194,567	76%
Wages/Benefits	2,353,447	2,522,272	2,806,384	452,937	19%
	2,907,187	3,143,641	3,618,571	711,384	24%

In 2010 voters approved Proposition 26, the Supermajority Vote to Pass New Taxes and Fees Act. Proposition 26 amends Section 3 of Article XIII A and Section 1 of Article XIII C of the California Constitution to provide that a new levy, charge, or exaction of any kind imposed, increased, or extended by a local government is a tax unless an exception applies. Exceptions to Proposition 26 include the following: government service or product fees (example: fees for parks and recreation classes); special benefit or privilege (a fee that provides a special benefit to the person paying the fee). Prop 26 provides that any fees imposed using these exceptions must not exceed the agencies reasonable costs.

Calculating the cost of service per person or group for a specific program or service is challenging for most Park and Recreation programs. Since multiple uses can occur at a facility at one time, deriving costs for each service is difficult.

According to the requirements outlined in Proposition 26, the District must establish user fees and fees for service based on the cost of providing the service, which will include direct, indirect, and capital costs. No fee shall exceed the costs reasonably borne by the District in providing the service (Gov. Code 61123). In order to levy a new fee or service charge, staff must follow these requirements (Gov. Code 66018):

- Must hold at least one open and public hearing;
- Any action taken to levy a new fee shall be taken only by ordinance or resolution; and
- A general explanation of the matter to be considered shall be published in accordance with section 6062a of the Government Code.

Staff has proposed three years worth of increases. These increases are detailed in the attached documents.

### **ARD Policies regarding fees are as follows (all are excerpts):**

#### From the Board Responsibilities and Procedures Manual:

##### BOARD RESPONSIBILITIES.

7. Review, evaluate, and approve the following:
  - A. Evaluate and make recommendations regarding policies.
  - B. Approve fees and charges for recreation facilities and parks.

##### PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE.

The Program, Personnel, Policy, Fee and Legal Review Committee has an agenda, is generally composed of two Board Members and is responsible for the following:

7. Review proposed changes to all rentals and other fees. This includes, but is not limited to: Processing fees, rental fees, custodial fees, and public swim fees. Program fees will not be reviewed unless specifically requested by a Board member, staff or member of the public.

#### From the District Policies and Procedures Manual

##### XXI. Use of Outdoor Fields and Facilities

###### D. Field Fees & Proceedings:

1. Fees: Refer to established Schedule of Fees as approved by Board of Directors.



## XXIV. Use of Picnic Facilities

### H. Fees/Cancellation:

1. All fees will be established by the Board and listed in the Schedule of Fees.

## XXV. Use of Indoor Facilities

- A. The Community Centers and other indoor facilities may be used by residents and organizations within District boundaries. Out-of-District organizations and/or individuals will pay surcharges as established in the Schedule of Fees by the Board of Directors.
- F. Schedule of Fees for Indoor Facilities. See Schedule of Fees established by the Board of Directors.

## XXVIII. Fee Negotiations

Fees may be negotiable for long term contracts. Contact the Customer Service/Marketing Manager for details.

### Recommendation for the Policy Committee

Send to the Board with a positive recommendation to review, provide feedback and set a hearing date for the three years worth of fee increases at the March 28, 2019 Board of Director's meeting.

### Fiscal Impact

The estimated fiscal impact of these fee increase are as follows:

### Proposed Fees - Fiscal Impacts

	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>3 Year Total</u>	
Public Swim	8,640	8,640	17,490	34,770	
Facilities	5,870	10,020	14,670	30,560	
Fields	1,570	4,260	7,163	12,993	
Pool Rental	3,260	4,050	5,050	12,360	
	19,340	26,970	44,373	90,683	Cumulative
Increases Per year	19,340	7,630	17,403		

**Attachments**

Proposed fee increases – Aquatics

Proposed fee increases – Facility Rentals

Proposed fee increases – Field Rentals

Fee comparisons with other agencies

# Aquatic Fee Increases

## 2019-2020 (15%)

Pool Rentals	Group A/B	New Rate	Group C/D	New Rate
Marsha Skinner Pool	\$200.00	\$230.00	\$300.00	\$345.00
Splash Pool	\$150.00	\$180.00	\$250.00	\$290.00
Meadow Vista Pool	\$150.00	\$180.00	\$250.00	\$290.00

Public Swim	Current Rate	New Rate
6 & under	\$2.00	\$3.00
7 & older	\$3.00	\$4.00
Swim Pass	Current Rate	New Rate
Individual	\$60.00	\$50.00
Family	\$155.00	\$140.00
prior to 6/1	\$155.00	\$140.00

**Decrease**  
**Decrease**

### High School Swim Teams

Rental	Current Rate	New Rate
Season	Cost	Cost + 10%

## 2020-2021 (5%)

Pool Rentals	Group A/B	New Rate	Group C/D	New Rate
Marsha Skinner Pool	\$230.00	\$242.00	\$345.00	\$363.00
Splash Pool	\$180.00	\$190.00	\$290.00	\$305.00
Meadow Vista Pool	\$180.00	\$190.00	\$290.00	\$305.00

Public Swim	Current Rate	New Rate
6 & under	\$3.00	\$3.00
7 & older	\$4.00	\$4.00
Swim Pass	Current Rate	New Rate
Individual	\$50.00	\$50.00
Family	\$140.00	\$140.00
prior to 6/1	\$140.00	\$125.00

**No Change**  
**No Change**

**No Change**  
**No Change**  
**Decrease**

### High School Swim Teams

Rental	Current Rate	New Rate
Season	Cost + 10%	Cost + 13%

# Aquatic Fee Increases

2021-2022 (5%)

Pool Rentals	Group A/B	New Rate	Group C/D	New Rate
Marsha Skinner Pool	\$242.00	\$254.00	\$345.00	\$362.00
Splash Pool	\$190.00	\$200.00	\$290.00	\$305.00
Meadow Vista Pool	\$190.00	\$200.00	\$290.00	\$305.00

Public Swim	Current Rate	New Rate
6 & under	\$3.00	\$4.00
7 & older	\$4.00	\$5.00
Swim Pass	Current Rate	New Rate
Individual	\$50.00	\$50.00
Family	\$140.00	\$140.00
prior to 6/1	\$140.00	\$125.00

No Change  
No Change  
No Change

## High School Swim Teams

Rental	Current Rate	New Rate
Season	Cost + 13%	Cost + 15%

# Proposed rate increases for Facility Rentals

2019-2020

2020-2021

Rooms	Group A/B			Group C/D		
	Per Hour	New \$	10%	Per Hour	10%	New \$
Sierra Room	45.00	49.50	7.00	70.00	7.00	77.00
Foothills Rm	40.00	44.00	6.50	65.00	6.50	71.50
Canyon View Rm	40.00	44.00	5.50	55.00	5.50	60.50
Sunset Rm	30.00	33.00	4.50	45.00	4.50	49.50
Board Rm	40.00	44.00	5.00	50.00	5.00	55.00
Lakeside Rm	40.00	44.00	6.50	65.00	6.50	71.50
Kitch-CVCC	25.00	27.50	4.00	40.00	4.00	44.00
Kitch-Regional	15.00	16.50	2.50	25.00	2.50	27.50

Rooms	Group A/B			Group C/D		
	Per Hour	5%	New \$	Per Hour	5%	New \$
Sierra Room	49.50	2.48	52.00	77.00	3.85	81.00
Foothills Rm	44.00	2.20	46.00	71.50	3.58	75.00
Canyon View Rm	44.00	2.20	46.00	60.50	3.03	64.00
Sunset Rm	33.00	1.65	35.00	49.50	2.48	52.00
Board Rm	44.00	2.20	46.00	55.00	2.75	58.00
Lakeside Rm	44.00	2.20	46.00	71.50	3.58	75.00
Kitch-CVCC	27.50	1.38	29.00	44.00	2.20	46.00
Kitch-Regional	16.50	0.83	17.00	27.50	1.38	29.00

Additional Fees (all groups)	Increase	Proposed
Rental Deposit Fee	No Change	\$400.00
Out-Of-District Fee	No Change	\$50.00
Alcohol Permit Fee	10.00	\$40.00
Custodial Fee	10.00	\$40.00
Set Up/Take Down	30.00	\$100.00

Note: \$60.00 custodial fee for groups over 100.

Additional Fees (all groups)	5%	Proposed
Rental Deposit Fee	No Change	\$400.00
Out-Of-District Fee	2.50	\$52.50
Alcohol Permit Fee	1.50	\$41.50
Custodial Fee	1.50	\$41.50
Set Up/Take Down	1.50	\$101.50

Note: \$80.00 custodial fee for groups over 100.

Group A/B COMBINED	
Regional & Rec Gym	Hourly \$39.00
Custodial Fee: \$30 per day	\$40.00

Group A/B COMBINED	
Regional & Rec Gym	Hourly \$43.00
Custodial Fee: \$40 per day	\$2.00

All other groups with sports-related events: \$50 per hour  
 Gym rental for non sport related events: \$80.00 per hour, minimum of 2 hours

All other groups with sports-related events: \$60 per hour  
 Gym rental for non sport related events: \$90.00 per hour, minimum of 2 hours

Outdoor Facilities	Res half day	Res. full day	NR half day	NR full day
Picnic Units (per unit)	\$50.00	\$75.00	\$60.00	\$85.00
Gazebos	\$40.00	\$60.00	\$40.00	\$60.00
Front Gazebo	\$90.00	\$100.00	\$90.00	\$100.00

Picnic units hold Approx. 50 people. \$40 custodial fee will be applied per unit.

Outdoor Facilities	Res half day	Res. full day	NR half day	NR full day
Picnic Units (per unit)	\$50.00	\$75.00	\$51.50	\$77.00
Gazebos	\$40.00	\$60.00	\$41.50	\$62.00
Front Gazebo	\$90.00	\$100.00	\$92.50	\$103.00

# Proposed rate increases for Facility Rentals

2021-2022

Rooms	Group A/B		Group C/D		
	Option 1		Option 1		
	Per Hour	5%	New \$	5%	New \$
Sierra Room	52.00	2.60	55.00	81.00	85.00
Foothills Rm	48.00	2.30	48.00	75.00	79.00
Canyon View Rm	46.00	2.30	48.00	64.00	67.00
Sunset Rm	35.00	1.75	37.00	52.00	55.00
Board Rm	46.00	2.30	48.00	58.00	61.00
Lakeside Rm	46.00	2.30	48.00	75.00	79.00
Kitch-CVCC	29.00	1.45	30.50	46.00	48.00
Kitch-Regional	17.00	0.85	18.00	29.00	30.50

Additional Fees (all groups)	5%	Proposed
Rental Deposit Fee	\$400.00	No Change
Out-Of-District Fee	\$52.50	2.63
Alcohol Permit Fee	\$41.50	2.08
Custodial Fee	\$41.50	2.08
Set Up/Take Down	\$101.50	5.08
Note: \$84.00 custodial fee for groups over 100.	4.00	\$88.00

Group A/B COMBINED		5%	Proposed
Regional & Rec Gym	Hourly	\$2.25	47.00
	Custodial Fee: \$42 per day	\$2.10	44.00

	5%	Proposed
All other groups with sports-related events: \$63 per hour	3.15	\$66.00
Gym rental for non sport related events: \$95.00 per hour, minimum of 2 hours	\$4.75	\$100.00

Outdoor Facilities	Res half day	3%	Proposed	Res. full day	3%	Proposed	NR half day	Proposed	NR full day	Proposed
Picnic Units (per unit)	\$51.50	\$1.55	\$53.00	\$77.00	\$2.31	\$79.00	\$64.00	\$91.00		
Gazebos	Res full day	3%	Proposed	NR full day	3%	Proposed				
Front Gazebo	\$41.50	\$1.25	\$43.00	\$62.00	\$1.86	\$64.00				
Back Gazebo	\$92.50	\$2.78	\$95.00	\$103.00	\$3.09	\$106.00				

# PROPOSED FOR '19 - '20 (ANY NEW RESERVATIONS made AFTER APRIL 1st)

**GROUP A:** Activities sponsored or conducted by a volunteer organization, the majority of which are 17 years of age and under who have adult leaders or chaperones (i.e. Boy Scouts, Girl Scouts, Little League, etc)

**GROUP B:** Meetings or similar activities of resident, civic, or service organization; Non profit groups, such as Red Cross, schools, or other resident adult organizations where there is no fee charged for participation.

**GROUP C:** Private Citizens' parties/receptions where the primary function is social.

**GROUP D:** Activities sponsored by a business, corporation, or other firm where their interest is in profit making.

Fields	Group A			Group B			Group C			Group D		
	Hourly	5%	Proposed	Hourly	5%	Proposed	Hourly	5%	Proposed	Hourly	5%	Proposed
Recreation Field	\$9.61	\$0.48	\$10.00	\$19.21	\$0.96	20.00	\$26.78	\$1.34	\$28.00	\$35.33	\$1.77	\$37.00
Beggs Field	\$10.66	\$0.53	\$11.00	\$24.52	\$1.23	26.00	\$31.97	\$1.60	\$33.50	\$40.53	\$2.03	\$42.50
James Field	\$18.25	\$0.91	\$19.00	\$25.40	\$1.27	26.50	\$33.50	\$1.68	\$35.00	\$41.60	\$2.08	\$43.50
Regional A Softball	\$18.11	\$0.91	\$19.00	\$23.47	\$1.17	25.50	\$30.92	\$1.55	\$32.50	\$39.45	\$1.97	\$41.50
Regional B Softball	\$17.06	\$0.85	\$18.00	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
Regional C Softball	\$17.06	\$0.85	\$18.00	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
Regional Soccer Field	\$12.81	\$0.64	\$13.50	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
MV Soccer A/B	\$13.20	\$0.66	\$14.00	\$23.35	\$1.17	24.50	\$30.45	\$1.52	\$32.00	\$38.60	\$1.93	\$40.50
MV Pee Wee Soccer	\$8.15	\$0.41	\$8.50	\$15.25	\$0.76	16.00	\$23.35	\$1.17	\$24.50	\$30.45	\$1.52	\$32.00
MV Softball	\$16.25	\$0.81	\$17.00	\$18.30	\$0.92	19.00	\$25.50	\$1.28	\$27.00	\$33.50	\$1.68	\$35.00
Railhead A Field	\$12.20	\$0.61	\$13.00	\$23.35	\$1.17	24.50	\$30.45	\$1.52	\$32.00	\$38.60	\$1.93	\$40.50
Railhead B Field	\$12.20	\$0.61	\$13.00	\$23.35	\$1.17	24.50	\$30.45	\$1.52	\$32.00	\$38.60	\$1.93	\$40.50
Christian Valley Field	\$9.61	\$0.48	\$10.00	\$16.01	\$0.80	17.00	\$24.52	\$1.23	\$26.00	\$31.97	\$1.60	\$33.50
Winchester Field	\$17.06	\$0.85	\$18.00	\$21.31	\$1.07	22.50	\$29.82	\$1.49	\$31.50	\$37.33	\$1.87	\$39.00
Placer Hills Field	\$7.51	\$0.38	\$8.00	\$16.01	\$0.80	17.00	\$24.82	\$1.24	\$26.00	\$31.97	\$1.60	\$33.50

Out of District fees: \$75 per hour for James field, \$60 per hour for all other fields.

NO Change to Out of District Fees

## Tournament Packages

Tournament Location	All Groups					
	1/2 Day 9am-3pm, 6 hours	5%	Proposed	All day 9am-9pm, 12 hours	5%	Proposed
Recreation Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Regional Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Fairgrounds Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Regional Soccer Field	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00
Railhead Soccer Fields	\$110.00	5.50	\$ 115.50	\$220.00	11.00	\$ 231.00

	Increase	Proposed
Lights	\$25.00 per hour	\$30.00
Field Lining-Softball Fields only	\$40.00	\$50.00
Custodial Fee over 100 people	\$60.00	\$60.00
Alcohol Permit Fee	\$30.00	\$40.00
Field Lining-Soccer Fields only	\$255.00	\$280.00

NO Change



## FEE COMPARISONS

### Rocklin

#### Softball and Baseball fields:

\$20 p/hr for residents	\$25 p/hr for non-residents
½ day rental (6 hrs)	\$100 p/hr for residents \$125 NR
Full day (12 hrs)	\$200 p/hr for residents \$250 NR

#### Soccer Fields:

\$30 p/hr for residents	\$40 p/hr for NR
½ day rental (6 hrs)	\$150 p/hr for residents \$190 NR
Full day (12 hrs)	\$250 p/hr for residents \$300 NR

City has a MOU with different leagues that they do not charge for field usage. However, they are planning to change this and use a fee schedule similar to Roseville and W. Sacramento, which is charging per player (\$5 to \$25 per player depending on the league & sport).

City does not have a pool to rent for private parties.



## Rocklin continued

Picnic sites at Johnson Park:

3 sites with maximum capacity of 350 people

\$100 per site

Indoor facilities:

Garden Room: 1870 sf 100 people

M-Thu \$125 p/hr minimum 6 hrs

Fri & Sun \$140 8 hrs

Sat \$150 10 hrs

Spring View: 2691 sf 381 people

M-Fri \$90 3 hrs

Sat & Sun \$90 6 hrs

Alpine Room: Capacity 28 people

Sat & Sun \$55 p/hr 3 hrs

Ballroom: 4928 sf 500 dining 775 standing – includes a  
luxurious lobby + sound system

M-Thu \$150 p/hr minimum 6 hrs

Fri & Sun \$175 p/hr 8 hrs

Sat \$225 p/hr 10 hrs

## City of Grass Valley

Picnic site: \$105 per day

Baseball/Softball field at Memorial Park or Condon Park:

\$10 p/hr with lights \$29 p/hr

Soccer field at Mautino Park: \$15 per day

Disc Golf: \$319 tournament or event per day

Tennis Courts: \$105 tournament or event per day

Bocce Ball Courts: \$62 tournament or event per day

Outdoor basketball: \$62 per day

Skatepark: \$319 per day

Miscellaneous park space \$202 per day

Indoor facility:

- City Building, Conference Room: \$105 up to 2 hours + additional \$34/ hr
- Fire Station #2 Class Room: \$97 p/hr
- Fire Station #2 Combined Class Room: \$156 up to 2 hours + additional \$15 p/hr

## Auburn Fairgrounds

### Armory Building

- Facility Rental – \$966.00/event day
- \$300.00/set-up or dismantle day
- Kitchen and Bar facilities are not available
- Public Address System available
- Portable Staging is available at \$150/day
- Tables and chairs are not included in rental
- Building Size: 80' x 140' = 11,200 square feet\*
- Maximum Capacity: 2,200 people standing, 1,500 seated, 745 dining \*

### Sierra Building

- Facility Rental (includes permanent stage) – \$1102.00/event day
- Kitchen Only \$271.00/event day
- \$300.00/ Set-up or dismantle day.
- Public Address System – \$75.00/day
- Rental comes with 50 tables and 300 chairs
- Building Size (approximate) 50' x 100' = 5,000 square feet\*
- Building Capacity 700 seated, 325 dining, 950 standing \*

## Auburn Fairgrounds-Continued

### Maurine Dobbas Placer Hall

- Hall – \$1494.00/event day
- Kitchen Only \$217.00/event day
- \$300.00/set-up or dismantle day
- Public Address System – \$75.00/day
- Portable Staging is available at \$150.00/day
- Rental comes with 75 tables and 400 chairs
- Building Size 65' x 137.5' = 8,937.5 square feet \*
- Building Capacity 1,250 seated, 575 dining, 1,775 standing\*

### Auburn Host Lions Building

- Rental – \$541.00/event day
- \$300.00/set-up or dismantle day
- Kitchen and bar facilities are not available
- Rental comes with 12 round tables and 100 padded chairs
- Building Size 79' x 33' = 2600 square feet \*
- Building Capacity 375 Seated, 104 dining, 535 standing\*

### Tahoe Building

- Rental – \$736.00/event day
- \$300.00/set-up or dismantle day
- Rental comes with 20 round tables, 5 rectangle tables, and 150 chairs
- Building Size 27' x 104' = 2,808 square feet \*
- Building Capacity 400 seated, 185 dining, 560 standing\*

## Auburn Fairgrounds-Continued

### Clubhouse

- Clubhouse – \$271.00/event day
- \$150.00/set-up or dismantle day
- Rental comes with 4 tables and 10 office chairs
- Building Size 19' x 31' = 589 square feet
- Building Capacity 40 seated, 85 standing \*

### BALL FIELDS:

Unable to get a fee schedule because they negotiate pricing for seasonal users, and those agreements are made with unique series of terms predicated upon services that benefit both parties.

City of Placerville

Indoor Facilities:

	Group A(non-profits)	Group C
Town Hall Main Hall:	\$40 p/hr for	\$50 p/hr
Town Hall Large Rm:	\$28	\$36
Town Hall Small Rm:	\$23	\$31
Scout Hall	\$28	\$36

Minimum of 3 hours

\$52 per hour for staffing during business hours

\$75 per hour for staffing past normal business hours

\$50 opening and closing fee

Fields:

Lions Park Upper Field:	\$15 p/hr
Lions Park Lower Field:	\$15 p/hr
Gazebo Rental:	\$50 p/day
Picnic Area:	\$100 p/day

Pool Rental: 2 hours

\$200 - 300 people (1 pool)

\$275 - 375 people (2 pool)

\$500 - 650 people (3 pool)

## Holiday Inn

The Sierra Room: 1848 sf      \$600 per day or evening

Auburn Terrace Room: 42 sf      \$400 per day or evening

The Coloma Room: 299 sf      \$200 per day or evening

\*No food or beverage allowed