

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

**6:00 P.M.**

**THURSDAY, SEPTEMBER 26, 2013  
CANYON VIEW COMMUNITY CENTER, BOARD ROOM  
471 MAIDU DRIVE  
AUBURN, CA**

**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 during normal business hours.**

**1.0 CALL TO ORDER**

**FLAG SALUTE (Pledge to the Flag) – COLOR GUARD PRESENTATION  
BY BOY SCOUT TROOP 19**

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. 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**

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Presentation from Recreation Services Manager Sheryl Petersen to Paula Leahy, Recreation Volunteer of the month for September, 2013.

Presentation from Recreation Services Manager Sheryl Petersen to Sports Coordinator Jerry Fisher as employee of the month for September, 2013.

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

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**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. After you are recognized by the Board Chairperson, please come to the lectern and 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 August 29, 2013 Special Meeting of the Board of Directors and August 29, 2013 Meeting of the Board of Directors**

Review and approval of minutes.

\_\_\_\_\_ **5.2 Review of Cash Requirements for August, 2013 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

\_\_\_\_\_ **5.3 Review of Financials for August, 2013 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

\_\_\_\_\_ **5.4 Acceptance of Ashford Park Playground (Acquisition & Development Committee)**

Shall the Auburn Area Recreation & Park District Board of Directors inspect and accept the Ashford Park Playground?

\_\_\_\_\_ **5.5 Language for Project Contingency Policy (Program, Personnel, Policy & Fee Committee)**

Shall the Auburn Area Recreation and Park District Board of Directors approve the language for the 5% Project Contingency Policy?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

**6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

**6.1**

**7.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS**

Please see reports, fee waiver log, project list and vandalism report under item 7.0.

**8.0 UNFINISHED BUSINESS**

None.

**9.0 NEW BUSINESS**

**9.1 Regional Park Gym Floor Replacement**

Shall the Auburn Area Recreation & Park District Board of Directors adopt Resolution Number 2013-12, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Awarding a Contract for the Regional Park Gym Floor Replacement Project (Wood), or Resolution Number 2013-13, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Awarding a Contract for the Regional Park Gym Floor Replacement Project (Synthetic?)

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

**9.2 Canyon View Community Center Roof Repair (Acquisition & Development Committee)**

Shall the ARD Board of Directors approve an amendment to the FY 13/14 Project List to make repairs to the roof at the Canyon View Community Center?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

**9.3 All-Mail Ballot for the 2013 CAPRI Election for Terms of Office Commencing in 2014**

Shall the Auburn Area Recreation and Park District Board of Directors vote for each member District category to be elected?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

\_\_\_\_\_ **9.4 District Administrator Contract Amendment – Salary (Standing Finance Committee)**

Shall the Auburn Area Recreation and Park District Board of Directors approve an amendment to the District Administrator’s contract for an increase in salary?

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

\_\_\_\_\_  
Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Bike Park Update.
2. Discussion of November and December 2013 Committee and Board meetings. (See attachment).

**Reminder:** The October Board meeting has been moved to Wednesday, October 30, 2013.

\_\_\_\_\_ **11.0 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.**

\_\_\_\_\_ **12.0 Board Member Comments:**

Jim Gray, Jim Ferris, Scott Holbrook, Gordon Ainsleigh, and Curt Smith.

\_\_\_\_\_ **12.1 Chairman Appointments:**

<b>Acquisition &amp; Development Committee</b>	Directors Gray & Ainsleigh
<b>Party in the Park</b>	Director Holbrook, Director Ferris, & Staff
<b>Program, Personnel, Policy &amp; Fee Committee</b>	Directors Holbrook & Ferris
<b>Finance Committee</b>	Directors Holbrook & Smith
<b>User Group Liaisons</b>	Directors Gray & Ainsleigh
<b>Legal Review Committee</b>	Directors Holbrook & Ferris

**Sergeant at Arms**

District Administrator  
Kahl Muscott

**Public Agency Liaisons**

To be determined by the ARD  
Board Chairman

**12.2 District Administrator Appointed Standing Committee:**

**Strategic Plan Review Steering Committee**

Directors Holbrook, Ferris,  
Kahl Muscott, Joe Fecko, Pamela Vann

**Marketing and Program Plan Committee**

Director Ferris and Staff

**ADA (American's With Disabilities Act)  
Transition Plan Committee**

Director Ferris, Kahl Muscott,  
Joe Fecko, Pamela Vann

**Adopt A Park Committee**

Director Ainsleigh, Director Ferris,  
Kahl Muscott, Larry Gray

**12.3 Media Representatives**

District Administrator Kahl  
Muscott

**12.4 Parliamentarian**

District Administrator  
Kahl Muscott

**13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

1. Correspondence from Bob Cayton, Community Giving Program Committee, United Auburn Indian Community and response from Kahl Muscott.
2. Correspondence from Barb Webb of Placer Hills Education Foundation.

**14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS**

**14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS**

None.

**14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

- 15.0 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. After you are recognized by the Board Chairperson, please come to the lectern and state your name, and address for the record (optional). There is a time limitation of three minutes.

\_\_\_\_\_ 16.0 CLOSED SESSION

16.1 Public Employee Performance Evaluation. (Gov. Code, 54954.5, subd. (e), 54957.)

Title: District Administrator

\_\_\_\_\_ 17.0 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:

9-20-13  
Date

1:20 pm.  
Time

T. Larson  
Clerk to the Board

**SECTION: 5.0**

**ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE  
AUGUST 29, 2013 SPECIAL MEETING OF THE  
BOARD OF DIRECTORS AND AUGUST 29, 2013  
MEETING OF THE BOARD OF DIRECTORS**

**DESCRIPTION:**

**INFORMATION: SEE ATTACHED MINUTES**

**STAFF  
RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE  
MINUTES**

**FISCAL IMPACT:**

**Auburn Area Recreation and Park District  
Minutes  
of the Special Meeting of the Board of Directors  
Thursday, August 29, 2013, 5:45 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA**

**Board Members**

**Present:** Vice Chairman Smith  
Director Gordon Ainsleigh  
Director Scott Holbrook

**Board Members**

**Late:** Chairman Jim Gray arrived at 6:03 p.m.  
Director Jim Ferris arrived at 6:00 p.m.

**Staff Present:**

Kahl Muscott, District Administrator  
Joe Fecko, Administrative Services Manager  
Pamela Vann, Landscape Architect  
Patricia Larson, Recording Secretary

**1.0 CALL TO ORDER**

The Special Meeting of the Board of Directors was called to order at 5:45 p.m. by Vice Chairman Smith.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

None.

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

A motion was made by Director Holbrook and seconded by Director Smith to approve the agenda as written.

**Roll Call Vote**

3 – 0 Motion carries.

**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. After you are recognized by the Board Chairperson, please come to the lectern and state your name, and address for the record (optional). There is a time limitation of three minutes.

None.



**5.0 NEW BUSINESS**

**5.1 Change Order to Contract with Gabe Mendez, Inc. for the Ashford Park Paving Renovation Project**

A motion was made by Director Holbrook and seconded by Director Smith to approve the proposed change order for the Ashford Park Paving Project by Gabe Mendez in the amount of \$11,175.00.

**Roll Call Vote**

4 – 0 – 1 Motion carries.

1 abstention, Director Ferris.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 6:05 p.m. by Chairman Gray.

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

\_\_\_\_\_  
Date

**Auburn Area Recreation and Park District  
Minutes  
of the Meeting of the Board of Directors  
Thursday, August 29, 2013, 6:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA**

**Board Members**

**Present:** Chairman Jim Gray  
Director Curt Smith  
Director Gordon Ainsleigh  
Director Scott Holbrook  
Director Jim Ferris

**Board Members**

**Absent:** None.

**Staff Present:**

Kahl Muscott, District Administrator  
Joe Fecko, Administrative Services Manager  
Larry Gray, Facilities & Grounds Manager  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Pamela Vann, Landscape Architect  
Patricia Larson, Recording Secretary

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 6:05 p.m. by Chairman Gray.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

None.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the agenda.

5 – 0 Motion carries.

**4.0 PUBLIC COMMENT**

None.

**5.0 CONSENT ITEMS**

- 5.1 Review and Approval of Minutes of the July 25, 2013 Meeting of the Board of Directors**
- 5.2 Review of Cash Requirements for July, 2013 (Standing Finance Meeting)**
- 5.3 Review of Financials for July, 2013 (Standing Finance Meeting)**
- 5.4 Credit Card Policy Update (Standing Finance Meeting)**

A motion was made by Director Smith and seconded by Director Ainsleigh to approve the consent calendar.

**Roll Call Vote**

4 – 0 – 1 Motion carries.

Director Holbrook abstained.

**6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

None.

**7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

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

**8.0 UNFINISHED BUSINESS**

**8.1 Sale of Sprint Lease (Standing Finance Committee)**

A motion was made by Director Holbrook and seconded by Director Ainsleigh to reject the Sprint Lease offer of \$310,000.

**Roll Call Vote**

4 – 1 Motion carries.

Director Holbrook voted no.

## **9.0 NEW BUSINESS**

### **9.1 Sierra Pool Expansion Joint**

A motion was made by Director Holbrook and seconded by Director Smith to adopt Resolution Number 2013-10 approving a 5% contingency and increasing the warranty period from 12 months to 24 months.

No votes were made, Director Holbrook withdrew his motion.

A motion was made by Director Ainsleigh and seconded by Director Holbrook to adopt Resolution Number 2013-10 awarding a contract for the Sierra Pool Expansion Joint and to move forward with a 5% contingency.

#### **Roll Call Vote**

4 – 1 Motion carries.

Director Gray voted no.

### **9.2 Project List Amendment – Pond Restoration (Acquisition & Development Committee)**

A motion was made by Director Ainsleigh and seconded by Director Holbrook to proceed with the project list amendment – pond restoration at Ashford Park and Meadow Vista Park.

#### **Roll Call Vote**

5 – 0 Motion carries.

### **9.3 Policy Regarding Using 5% as a Project Contingency Number (Program, Personnel, Policy & Fee Committee)**

A motion was made by Director Holbrook and seconded by Director Gray to use a 5% project contingency number for future contracts.

#### **Roll Call Vote**

3 – 2 Motion carries.

Directors Smith, Holbrook and Ainsleigh voted yes.

Directors Gray and Ferris voted no.

**9.4 CAPRI Election Notice – Call for Nominations – Board of Directors of the Auburn Area Recreation and Park District Resolution Number 2013-11, a Resolution Authorizing the Auburn Area Recreation and Park District to be placed in Nomination for a Seat on the California Association for Park and Recreation Indemnity (CAPRI)**

A motion was made by Director Gray and seconded by Director Smith to adopt Resolution Number 2013-11, a Resolution Authorizing the Auburn Area Recreation and Park District to be Placed in Nomination for a Seat on the California Association for Park and Recreation Indemnity (CAPRI) and hereby nominates District Appointee Director Scott Holbrook for candidacy to the CAPRI Board for the position of Upper One-Third.

**Roll Call Vote**

5 – 0 Motion carries.

**10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Discussion of moving the October 2013 Board meeting. There was Board consensus to move the October Board meeting to Wednesday, October 30, 2013 at 6:00 p.m.
2. Marketing and Program Plan update – the Board reviewed the Marketing and Program Plan update.

**11.0 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.

**12.0 Board Member Comments:**

Jim Ferris, Jim Gray, Scott Holbrook, Gordon Ainsleigh & Curt Smith.

**12.1 Chairman Appointments:**

<b>Acquisition &amp; Development Committee</b>	Directors Gray & Ainsleigh
<b>Party in the Park</b>	Directors Holbrook, Ferris & Staff
<b>Program, Personnel, Policy &amp; Fee Committee</b>	Directors Holbrook & Ferris
<b>Finance Committee</b>	Directors Holbrook & Smith
<b>User Group Liaisons</b>	Directors Gray & Ainsleigh

**Legal Review Committee**

Directors Holbrook & Ferris

**Sergeant at Arms**

District Administrator Kahl Muscott

**12.2 District Administrator Appointed Standing Committee:**

**Strategic Plan Review Steering Committee**

Directors Holbrook, Ferris,  
Kahl Muscott, Joe Fecko,  
Pamela Vann

**Marketing and Program Plan Committee**

Director Ferris & Staff

**ADA (American's With Disabilities Act)  
Transition Plan Committee**

Director Ferris, Kahl Muscott,  
Joe Fecko, Pamela Vann

**Adopt A Park Committee**

Director Ainsleigh, Director  
Ferris, Kahl Muscott, Larry  
Gray

**12.3 Media Representatives**

District Administrator Kahl  
Muscott

**12.4 Parliamentarian**

District Administrator Kahl  
Muscott

**13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

1. Correspondence from John Renning regarding CVCC kitchen refrigerator.
2. Correspondence from Placer Sportsmen Inc. regarding the Annual Kid's Fishing Derby.

**14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS**

None.

**14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS**

None.

**14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**15.0 PUBLIC COMMENT**

None.

**16.0 CLOSED SESSION – Closed Session was cancelled.**

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:21 p.m. by Chairman Gray.

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

\_\_\_\_\_  
Date

**SECTION: 5.0**

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR AUGUST, 2013**

**DESCRIPTION: ACCOUNTS PAYABLE**

**INFORMATION: SEE ATTACHED INFORMATION**

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

**FISCAL IMPACT: \$118,571.75**



Auburn Rec & Park  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	8/1/2013	8/31/2013
Vendor ID	First	Last	UMPQ	UMPQ
Vendor Name	First	Last		

Sorted By: Check Date

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
56134	F0004	Court-Ordered Debt Collections	8/2/2013	UMPQ	PMCHK00002066	\$81.48
56135	I0018	ITS A GAS	8/2/2013	UMPQ	PMCHK00002066	\$1,150.00
56136	S0016	Sam's Club	8/2/2013	UMPQ	PMCHK00002066	\$995.37
56137	S1007	Stationary Engineers, Local 39	8/2/2013	UMPQ	PMCHK00002066	\$224.74
56138	S1010	State Disbursement Unit	8/2/2013	UMPQ	PMCHK00002066	\$87.50
56139	T1000	Transamerica Life Insurance	8/2/2013	UMPQ	PMCHK00002066	\$400.00
56140	TEMPB	Joe Balk	8/2/2013	UMPQ	PMCHK00002066	\$48.00
56141	TEMPC	Richard Caruso	8/2/2013	UMPQ	PMCHK00002066	\$64.25
56142	TEMPJ	Amber Jansen	8/2/2013	UMPQ	PMCHK00002066	\$468.00
056142	U0019	US Bank	8/9/2013	UMPQ	PMCHK00002067	\$23,796.76
56280	1099-147	Tom Isaac	8/9/2013	UMPQ	PMCHK00002068	\$169.00
56281	1099-174	John Dumont Stump Grinding	8/9/2013	UMPQ	PMCHK00002068	\$325.00
56282	1099-178	VDR Inc DBA K9 101	8/9/2013	UMPQ	PMCHK00002068	\$73.50
56283	1099-183	Kathee McCarl	8/9/2013	UMPQ	PMCHK00002068	\$80.00
56284	1099-216	Gerald Harris	8/9/2013	UMPQ	PMCHK00002068	\$292.50
56285	1099-218	Auburn Gymnastics Center	8/9/2013	UMPQ	PMCHK00002068	\$447.75
56286	1099-221	Timothy Bowen	8/9/2013	UMPQ	PMCHK00002068	\$2,718.75
56287	1099-252	Donna Lisa Otto	8/9/2013	UMPQ	PMCHK00002068	\$708.00
56288	1099-254	Ralph Kendrick	8/9/2013	UMPQ	PMCHK00002068	\$420.00
56289	1099-278	Daniella Zimmerman	8/9/2013	UMPQ	PMCHK00002068	\$123.50
56290	1099-286	Sullivan Chiropractic	8/9/2013	UMPQ	PMCHK00002068	\$300.00
56291	1099-49	Paula Duffy	8/9/2013	UMPQ	PMCHK00002068	\$1,046.50
56292	1099-5	Daniel Crandall DBA:Current A	8/9/2013	UMPQ	PMCHK00002068	\$194.60
56293	A0001	Recology Auburn Placer	8/9/2013	UMPQ	PMCHK00002068	\$1,521.24
56294	A0014	AT&T	8/9/2013	UMPQ	PMCHK00002068	\$721.03
56295	A0027	Recology Auburn Placer	8/9/2013	UMPQ	PMCHK00002068	\$1,221.42
56296	A0134	Advanced Intregrated Pest Mana	8/9/2013	UMPQ	PMCHK00002068	\$660.00
56297	C0058	City Of Auburn	8/9/2013	UMPQ	PMCHK00002068	\$208.00
56298	C0072	CIT Technology Fin. Serv., Inc	8/9/2013	UMPQ	PMCHK00002068	\$532.13
56299	C0111	CENTRAL VALLEY BROADBAND	8/9/2013	UMPQ	PMCHK00002068	\$59.95
56300	C0113	Cooks Portable Toilets & Septi	8/9/2013	UMPQ	PMCHK00002068	\$1,598.38
56301	C0115	California Kids	8/9/2013	UMPQ	PMCHK00002068	\$150.00
56302	D0025	Dawson Oil Company	8/9/2013	UMPQ	PMCHK00002068	\$2,740.98
56303	J0012	Deere Credit, Inc.	8/9/2013	UMPQ	PMCHK00002068	\$990.63
56304	L0027	Pat Larson	8/9/2013	UMPQ	PMCHK00002068	\$36.70
56305	M0019	Kahl Muscott	8/9/2013	UMPQ	PMCHK00002068	\$54.97
56306	M0048	Joanna McNutt	8/9/2013	UMPQ	PMCHK00002068	\$25.00
56307	M0066	Michelle Davis Architect	8/9/2013	UMPQ	PMCHK00002068	\$700.00
56308	M0098	Meadow Vista County Water Dist	8/9/2013	UMPQ	PMCHK00002068	\$2,027.13
56309	P0007	Pacific Gas & Electric Company	8/9/2013	UMPQ	PMCHK00002068	\$784.32
56310	P0009	Farm Bureau	8/9/2013	UMPQ	PMCHK00002068	\$72.00
56311	R0017	Ridge Golf Course, Inc.	8/9/2013	UMPQ	PMCHK00002068	\$60.00
56312	R0056	Tricia Ruff	8/9/2013	UMPQ	PMCHK00002068	\$30.32
56313	R0066	Rune Marketing	8/9/2013	UMPQ	PMCHK00002068	\$250.00
56314	S0034	Sierra Chemical Co.	8/9/2013	UMPQ	PMCHK00002068	\$851.48
56315	S0110	Sierra Sports Service	8/9/2013	UMPQ	PMCHK00002068	\$884.00
56316	TEMPB	Kara Blair	8/9/2013	UMPQ	PMCHK00002068	\$43.00
56317	TEMPC	Heather Clark	8/9/2013	UMPQ	PMCHK00002068	\$53.00
56318	TEMPD	Kathleen DeVitt	8/9/2013	UMPQ	PMCHK00002068	\$54.00
56319	TEMPH	James Haskins	8/9/2013	UMPQ	PMCHK00002068	\$96.00
56320	TEMPJ	Leslie Julian	8/9/2013	UMPQ	PMCHK00002068	\$140.00
56321	TEMPL	Kari Lentz	8/9/2013	UMPQ	PMCHK00002068	\$280.00
56322	TEMPM	Bill Meyer	8/9/2013	UMPQ	PMCHK00002068	\$55.00
56323	TEMPPP	Tami Pettigrew	8/9/2013	UMPQ	PMCHK00002068	\$10.00
56324	TEMPV	Elisheve Verdi	8/9/2013	UMPQ	PMCHK00002068	\$45.00
56325	TEMPW	Chris Wilmoth	8/9/2013	UMPQ	PMCHK00002068	\$56.00
56326	U0028	U.S. Bank Equipment Finance	8/9/2013	UMPQ	PMCHK00002068	\$383.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
56327	V0007	Verizon Wireless	8/9/2013	UMPQ	PMCHK00002068	\$574.65
56328	V0013	Pam Vann	8/9/2013	UMPQ	PMCHK00002068	\$89.91
XXX12	TEMPB	Max Baldwin	8/9/2013	UMPQ	PMCHK00002069	\$55.00
XXX13	TEMPC	RoxAnne Carney	8/9/2013	UMPQ	PMCHK00002069	\$85.00
XXX14	TEMPC	Carrie Donovan	8/9/2013	UMPQ	PMCHK00002069	\$45.00
56147	C0058	City Of Auburn	8/16/2013	UMPQ	PMCHK00002070	\$328.72
56148	F0004	Court-Ordered Debt Collections	8/16/2013	UMPQ	PMCHK00002070	\$81.55
56149	M0039	Meadow Vista Water Users Assoc	8/16/2013	UMPQ	PMCHK00002070	\$500.00
56150	S1007	Stationary Engineers, Local 39	8/16/2013	UMPQ	PMCHK00002070	\$222.49
56151	S1010	State Disbursement Unit	8/16/2013	UMPQ	PMCHK00002070	\$87.50
56152	TEMPB	Lisa Bell	8/16/2013	UMPQ	PMCHK00002070	\$168.00
56153	C0058	City Of Auburn	8/20/2013	UMPQ	PMCHK00002071	\$100.00
56154	1099-104	Thomas Seibel	8/23/2013	UMPQ	PMCHK00002072	\$130.00
56155	1099-117	Juan Aceituno	8/23/2013	UMPQ	PMCHK00002072	\$178.75
56156	1099-203	Susan Thomas	8/23/2013	UMPQ	PMCHK00002072	\$62.40
56157	1099-218	Auburn Gymnastics Center	8/23/2013	UMPQ	PMCHK00002072	\$971.75
56158	1099-221	Timothy Bowen	8/23/2013	UMPQ	PMCHK00002072	\$3,588.75
56159	1099-256	Annette Cowan	8/23/2013	UMPQ	PMCHK00002072	\$380.25
56160	1099-262	Gwenn Jones	8/23/2013	UMPQ	PMCHK00002072	\$182.00
56161	1099-264	Philip Green	8/23/2013	UMPQ	PMCHK00002072	\$613.00
56162	1099-269	Deborah Lynn	8/23/2013	UMPQ	PMCHK00002072	\$39.00
56163	1099-277	Foothill Karake Do	8/23/2013	UMPQ	PMCHK00002072	\$175.50
56164	1099-285	Amanda Rogers	8/23/2013	UMPQ	PMCHK00002072	\$159.25
56165	1099-286	Sullivan Chiropractic	8/23/2013	UMPQ	PMCHK00002072	\$600.00
56166	1099-42	Guadalupe Cook	8/23/2013	UMPQ	PMCHK00002072	\$29.25
56167	1099-49	Paula Duffy	8/23/2013	UMPQ	PMCHK00002072	\$1,174.55
56168	1099-99	Chris Atkinson	8/23/2013	UMPQ	PMCHK00002072	\$147.00
56169	A0021	Auburn Journal, Incorporated	8/23/2013	UMPQ	PMCHK00002072	\$149.00
56170	A0131	Adams Pool Specialities	8/23/2013	UMPQ	PMCHK00002072	\$350.00
56171	C0051	CPRS District II	8/23/2013	UMPQ	PMCHK00002072	\$10.00
56172	C0058	City Of Auburn	8/23/2013	UMPQ	PMCHK00002072	\$227.50
56173	C0061	California Computer Services	8/23/2013	UMPQ	PMCHK00002072	\$280.00
56174	C0075	Cintas Corporation	8/23/2013	UMPQ	PMCHK00002072	\$332.17
56175	C0111	CENTRAL VALLEY BROADBAND	8/23/2013	UMPQ	PMCHK00002072	\$129.95
56176	D0008	The Davey Tree Expert Company	8/23/2013	UMPQ	PMCHK00002072	\$2,880.00
56329	D0062	Durham School Services	8/23/2013	UMPQ	PMCHK00002073	\$1,534.62
56330	D0066	De Lage Landen	8/23/2013	UMPQ	PMCHK00002073	\$624.64
56331	F0042	Freshi Films, LLC	8/23/2013	UMPQ	PMCHK00002073	\$1,764.00
56332	G0006	Gold Country Media Publication	8/23/2013	UMPQ	PMCHK00002073	\$561.28
56333	G0077	Gold Country Water	8/23/2013	UMPQ	PMCHK00002073	\$550.00
56334	K0011	Kaiser Foundation Health Plan,	8/23/2013	UMPQ	PMCHK00002073	\$18,930.00
56335	N0012	Nevada Irrigation District	8/23/2013	UMPQ	PMCHK00002073	\$1,943.76
56336	P0005	Placer County Water Agency	8/23/2013	UMPQ	PMCHK00002073	\$6,395.82
56337	P0007	Pacific Gas & Electric Company	8/23/2013	UMPQ	PMCHK00002073	\$14,085.05
56338	P0035	Placer County Tax Collector	8/23/2013	UMPQ	PMCHK00002073	\$128.87
56339	P0072	Sheryl Petersen	8/23/2013	UMPQ	PMCHK00002073	\$441.62
56340	S0034	Sierra Chemical Co.	8/23/2013	UMPQ	PMCHK00002073	\$1,504.06
56341	S0136	Spoor's Heating & Air Conditio	8/23/2013	UMPQ	PMCHK00002073	\$194.00
56342	S1000	State Of California/DOJ	8/23/2013	UMPQ	PMCHK00002073	\$32.00
56343	TEMPC	Nicole Couto	8/23/2013	UMPQ	PMCHK00002073	\$24.50
56344	TEMPJ	Amber Jensen	8/23/2013	UMPQ	PMCHK00002073	\$35.00
56345	TEMPS	David Sexton	8/23/2013	UMPQ	PMCHK00002073	\$25.00
56346	Y0002	Yuba Safe & Lock, Inc.	8/23/2013	UMPQ	PMCHK00002073	\$937.51
56347	S0016	Sam's Club	8/30/2013	UMPQ	PMCHK00002074	\$2,033.93
56348	S1010	State Disbursement Unit	8/30/2013	UMPQ	PMCHK00002074	\$87.50

Total Checks: 112

Total Amount of Checks: \$118,571.75

**SECTION: 5.0**

**ITEM: 5.3 REVIEW OF FINANCIALS FOR AUGUST 2013**

**DESCRIPTION: ACCOUNTS PAYABLE**

**INFORMATION: SEE ATTACHED INFORMATION**

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

**PROFIT & LOSS (Table 1)**

**BUDGET 13/14**

***Final Approved Budget***

%

	Final Approved Budget FY 13-14	%	August ACTUAL	%	Of Line Item Budget
<b>Operating Revenues</b>			<b>YTD</b>		
Program Revenue	\$ 697,400	17.1%	\$ 400,702		24.5
Facility Revenue	\$ 223,561	5.5%	\$ 128,988		7.9
Misc. Revenue	\$ 31,400	0.8%	\$ 1,844		0.1
Grants & Donations	\$ 20,750	0.5%	\$ 3,273		0.2
Interest Income	\$ 42,350	1.0%	\$ 11,350		0.7
Projects Revenue	\$ 495,000	12.2%	\$ 39,504		2.4
Tax Revenue	\$ 2,374,296	58.3%	\$ 1,046,585		64.1
In Kind	\$ -	0.0%	\$ -		0.0
Transf in from Cap Const & City Trust	\$ 185,459		0		0.0
<b>Total Operating Revenue</b>	\$ 4,070,216	100.00	1,632,246		100.00
<b>Expenditures</b>					
Program Expense	\$ 199,650	5.1%	\$ 102,670		6.8
Operating & Supplies	\$ 292,676	7.5%	\$ 116,092		7.7
Utilities Expense	\$ 203,955	5.2%	\$ 82,561		5.4
Professional Services	\$ 57,500	1.5%	\$ 21,752		1.4
Building & Grounds Maintenance	\$ 251,125	6.4%	\$ 94,475		6.2
Property Tax Admin.	\$ 52,200	1.3%	\$ 1,597		0.1
Wages	\$ 1,376,977	35.2%	\$ 609,171		40.2
Benefits & Payroll Costs	\$ 606,695	15.5%	\$ 272,032		17.9
Fixed Asset Expense	\$ 103,459	2.6%	\$ 66,186		4.4
Capital Improvement Projects	\$ 578,000	14.8%	\$ 23,513		1.6
Debt Services	\$ 154,942	4.0%	\$ 126,416		8.3
Special Departmental Expenses	\$ -	0.0%	\$ -		0.0
Project Expenditures	\$ 35,000	0.9%	\$ -		0.0
Misc Expense		0.0%			0.0
<b>Total Expenditures</b>	\$ 3,912,179	100.00	\$ 1,516,465		100.00
<b>Net Revenue Over Expenditures</b>	\$ 158,037	3.88	\$ 115,781		
Annual Contingency Reserve (1-2%)	\$ 444,950		\$ 444,950		
Annual Equip Replacement Reserve	\$ 558,531		\$ 558,531		
Future Capital Construction Reserve	\$ 682,329		\$ 682,329		
ADA Reserve	\$ 78,032		\$ 78,032		
<b>TOTAL RESERVES</b>	\$ 1,763,842		\$ 1,763,842		

As Of 8/31/2013  
For All Segment1s  
For All Segment2s  
For Segment3 0000 To 9999  
For All Segment4s

	Current YTD
<b>ASSETS</b>	
<b>Current Assets</b>	
Imprest Fund (Petty Cash)	\$580.00
Umpqua Bank	5,675.78
Placer County Treasure-General	2,603,483.71
ADA Reserve Account	78,031.75
Placer County Treasurer - City Trust	281,212.20
Cash in Debt Service Fund	119,045.31
Youth Asst. Fund	12,613.34
Atwood Fund	4,881.38
Atwood - Equip Replacement Fund	15,603.66
Arboretum Grant Fund	13,474.41
Shockley Maint Fund	14,748.00
Accounts Receivable	21,943.83
A/R - 501C3 Group	8,028.54
Daycamp Receivables	9,516.00
Prepaid Liability Expense	20,123.34
Prepaid Workers Compensation Insurance	4,022.21
	<hr/>
Total Current Assets	\$3,212,983.46
<b>Fixed Assets</b>	
Fixed Assets: Land	\$1,156,603.12
Fixed Assets: Structures	11,004,565.58
Fixed Assets: Equipment	604,810.83
Fixed Assets: Computer Equipment & Software	147,457.28
Fixed Assets: Vehicles	248,359.61
Fixed Assets: Office Furniture & Rec Equipment	48,123.75
Construction In Progress	82,945.16
Less: Accumulated Depreciation	(7,671,356.91)
	<hr/>
Total Fixed Assets	\$5,621,508.42
Total Assets	<u><u>\$8,834,491.88</u></u>

## Balance Sheet

As Of 8/31/2013

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

	Current YTD
LIABILITIES and EQUITY	
Current Liabilities	
Prepaid Revenue	\$44.00
Sales Tax Payable	61.46
Worker's Comp Payable	31,242.37
Federal Withholding Payable	(5.14)
Social Security-FICA Payable	(7.85)
Compensated Absenses	96,136.14
	<hr/>
Total Current Liabilities	\$127,470.98
Long Term Liabilities	
Certificates of Participation-Dai Ichi Kangyo	120,000.00
	<hr/>
Total Long Term Liabilities	\$120,000.00
Total Liabilities	\$247,470.98
Fund Balances	
GFB: Youth Assistance Fund	\$12,613.34
GFB: General Fund Balance	744,310.75
Investments in Fixed Assets	5,621,508.42
Less: Net of Related Debt	(120,000.00)
RFB: Reserved (City Mitigation)	281,212.20
RFB: Annual Equip Replacement Reserv.	558,530.72
RFB: Annual Contingency Reserve	444,950.00
RFB: Reserved for Future Capital Construction	682,328.72
RFB: Arboretum Grant Fund	13,474.41
RFB: Reserved (Atwood)	4,881.38
RFB: Atwood III-Equip Repl Fund	15,603.66
RFB: General Fund (ADA Reserve)	78,031.75
RFB: Shockley Maint Fund	14,748.00
DFB: Designated (Debt Service Fund)	119,045.31
	<hr/>
Net Profit/(Loss)	115,782.24
	<hr/>
Total Assets	\$5,621,508.42
Total Reserved Funds	\$1,973,760.84
Total Designated Funds	\$119,045.31
Total Unrestricted Funds	\$872,706.33
	<hr/>

Balance Sheet

As Of 8/31/2013

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

	Current
	YTD
Total Liabilities and Equity	<u>\$8,834,491.88</u>

## **5.4 Cover sheet – Review and acceptance of the new Ashford Park playground**

**Auburn Area Recreation and Park District Acquisition and Development Committee  
September, 2013; Board of Directors meeting September, 2013**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors give final acceptance to the new Ashford Park playground?

### **Background**

The ARD Board Procedures and Responsibilities manual states the following:

#### **Section II – Responsibilities and Duties of the Board**

Board Responsibilities

7. Review, evaluate and approve the following:

- K. Inspect Capital Improvement Facilities over \$25,000 prior to final acceptance.

The Ashford Park playground was installed and completed in early August, 2013. There are no outstanding issues (i.e. no punch-list items).

### **Recommendation**

Review, inspect and accept the new Ashford Park playground.

The Acquisition and Development Committee recommended accepting the new Ashford Park playground.

### **Fiscal Impact**

N/A

### **Attachments**

None



## **Item 5.5 Cover sheet – Language for Project Contingency Policy**

**Auburn Area Recreation and Park District (ARD) Policy Committee September, 2013;  
Board of Directors meeting September, 2013**

### **The Issue**

Creation and approval of the language for the new policy restricting project contingency to 5%.

### **Background**

The ARD Board of Directors approved a policy of limiting the amount of contingency for competitively bid projects to 5%. Language for that policy was not included in the approval.

The following is suggested language for the new project contingency policy:

#### **IV. Competitive Bidding**

**O. Project contingency:** Requests and recommendations for project contingency shall be limited to 5% of the contract total.

### **Recommendation**

Staff recommends approving the language suggested above.

The Policy Committee recommended approval of the new language.

### **Alternatives available to the Board of Directors**

- 1) Modify the language and approve.

### **Fiscal Impact**

There is no fiscal impact in creating this policy.

### **Attachments**

None

**SECTION: 7.0**

**BOARD REPORTS, FEE WAIVER LOG, PROJECT  
LIST AND VANDALISM REPORTS**

**INFORMATION:**

**SEE ATTACHMENTS**

**District Administrator**  
**Report to the Board of Directors**  
**September, 2013**

- Work on the pathway, spillway and parking lot at Ashford Park continues and is coming to a completion.
- The MV Park pathway project is complete. Staff will be repairing the sod that was torn up where the old pathway was torn out.
- Left over money from the PH Pool fundraising efforts was used to install new partitions in the bathrooms.
- Work on the Sierra Pool expansion joint will begin approximately September 30<sup>th</sup>.
- Requests for \$121,800 of Area #5 Placer County Park Mitigation funds were taken to the North Auburn MAC, Meadow Vista MAC and the Placer County Parks Commission. All gave unanimous support for the request.
- ARD had its traditional booth at the Gold Country Fair. Attendance seemed down, most likely due to the unseasonably hot weather.
- Work continues in preparation for the Great Auburn Obstacle Scramble and the Auburn Community Festival. The Facilities and Grounds staff play a key role in these (and all) events.

**Meetings and Events attended:**

9/3: Rotary  
9/4: Obstacle Course committee  
9/4: Meadow Vista MAC re: funding for Railhead Park projects  
9/5: Auburn Community Festival Committee  
9/7: Adventure Auburn Day at the Confluence (Duck Derby/Base Jumping)  
9/10: Rotary  
9/11: Festival of Lights Committee  
9/14: Black and White Affaire  
9/16: CAPRI webinar re: liability claims  
9/16: Acquisition and Development Committee  
9/17: Rotary Board meeting  
9/17: Rotary  
9/17: Preconstruction meeting for Sierra Pool repair  
9/18: Chamber Board meeting  
9/18: Finance Committee  
9/18: Policy Committee  
9/20: Rotary BBQ

**Meetings and Events scheduled to attend:**

9/24: PG&E training re: responses to utility problems/emergencies  
9/24: Rotary  
9/25: Festival of Lights Committee  
9/26: Boy Scout Troop 19 re: Civics Merit Badge  
9/28: Great Auburn Scramble Obstacle Course Race

**Administrative Services Manager**  
**Report to the Board of Directors**  
**September, 2013**

Staff sent RFQ's for new auditors several weeks ago with a September 30 due date. As of 9/19, the District has received one (1) proposal.

As has been brought to the Board's attention over the past few weeks, the District received a notification from Placer County of a 3.7% property tax increase. This has triggered a wage and salary increase based on the negotiated agreement the District has with Local 39, Operating Engineers. District Policy also stipulates that non-represented personnel receive the same percentage increase as represented employees. The cap that was negotiated is 3%, and that has been met as a result of the 3.7% property tax increase. The net effect to the District is \$40,000 in wages and salaries and approximately \$8,000 in roll-ups.

Staff has also been working on the mid-year budget revision. No major adjustments to the final approved budget from April 1, 2013 are expected.

**Facilities & Grounds Manager**  
**Report to the Board of Directors**  
**September, 2013**

Ball field preparation all parks (clean bleachers, dugouts, bolt rip, screen drag, chalk).  
Scheduled mowing of all District turf areas.  
Repair lights Recreation Park rear restrooms (replace bulbs).  
Repair deteriorating concrete on ramp to Sierra Pool pump room.  
Winterize Splash Pool (Recreation Park).  
Scheduled daily trash and bathroom cleaning (all parks).  
Park fertilization (all parks).  
Scheduled cleaning of all District Buildings.  
Scheduled Pool Maintenance (chemical balance, pool and deck cleaning).  
Aeration of District turf areas (all parks).  
Replace cracked section of climbing wall Recreation Park rear playground.  
Irrigation repair all parks (replace sprinklers, fix broken pipes).  
Install fence sleeves Ashford Park spillway (for ADA path of travel project).  
Construction of obstacles for upcoming Obstacle Scramble Event (ramps, mud pit, over/under walls).  
Cleanup from Walking Trail Project at Meadow Vista Park (pipe repair, removal of rock and other debris).  
Replace old trail location with new top soil and sod (Meadow Vista Park).  
Scheduled picnic area cleaning all parks (tables, BBQ).  
Scheduled weed removal Atwood Park.

**Landscape Architect**  
**Report to the Board of Directors**  
**September, 2013**

- **Miscellaneous Items:** Miscellaneous project research, update of project lists, monthly Board report. Miscellaneous project coordination with Larry Gray and Pat Shane.
- **PG&E Land Trust Donation Application:** Continued communication with PG&E and Stewardship Council. Working on language for the Conservation Easement with Placer Land Trust and in-house staff. Ongoing review of Transaction documents and Conservation Easement with staff and A&D Committee. Staff meetings and phone calls with Stewardship Council and Placer Land Trust. Work with Stewardship Council on due diligence grant agreement.
- **BMX Pump Track and Soccer Field Project:** Staff meetings. Continue miscellaneous project management and site reconnaissance.
- **Ashford Parking Lot Paving Project:** Project under construction. Site meetings with contractor and staff, calls and meeting with engineer to revise pond overflow construction.
- **Ashford Restroom Remodel:** Redline review of drawings and final comments to architect. Finalized drawings with architect. Staff meetings. Reproduction of drawings.
- **Ashford Park Playground:** Processing final invoice.
- **Railhead Park Playgrounds:** Review of invoices and coordination between Gametime and staff.
- **Railhead Park Design:** Continued work on drawings for USBR application and eventual construction. Drawings approximately 65% complete.
- **Sierra Pool Expansion Joint Repair:** Received permit from City of Auburn. Coordination of contracts and pre-construction meeting with contractor.
- **Pond Cleaning at Ashford and Meadow Vista:** Meetings and coordination with staff.
- **Regional Park Gym Floor:** Meetings with contractors. Put project out to bid. Held mandatory pre-bid meeting. Bid opening September 18th. Prepare package for Board review and approval.
- **Meadow Vista Pathway Repair:** Project under construction for 7 days. Site visits, coordination with contractor, inspection of work. Schedule final walk-thru with contractor.
- **Meadow Vista and Ashford Pond Cleaning:** Review materials, staff meetings and discussions.
- **Personal Services Contract:** Draft of new personal services contract. Coordination with Joe Fecko.

**Customer Service/Marketing Manager**  
**Report to the Board of Directors**  
**September, 2013**

YDL registration seems to have a strong start.  
 ARD's ad in Shelly's Smart Shopper continues to bring in new and repeat business.  
 Continue to network with businesses and local agencies in the community to promote our programs and facilities.

	8/22/13-9/18/13	8/23/12-9/19/12
Activity Registrations	\$24,000	\$22,000
Day Care/Discovery payments	\$29,000	\$20,000
Facility payments/reservations	\$ 8,000	\$12,000

**Recreation Services Manager**  
**Report to the Board of Directors**  
**September, 2013**

- Meetings attended: AAUW Board, SHF (2), Obstacle Scramble (2).
- Fall Activity guide is published and out to the public.
- Working to secure final sponsors for the Obstacle Scramble and the Community Festival.
- Started meetings with old instructors for 2014 contracts.
- Meeting with new instructors for new classes.
- Decided to cease putting AFNO/Mid-Summer Night Out event on. Not enough income for the work it takes.
- Putting Showcase of Classes together.
- Preparing to host Senior Health Fair. Free flu shots for first 400 people.
- Putting finishing touches on the Pickle Ball tournament.
- Volunteered selling tickets at the Black and White Affaire.

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**AAUW-American Association of University Women, SHF-Auburn Senior Health Fair, PIP-Party in the Park, VFCAL-Valley Foothills Competitive Aquatics League , ACF-Auburn Community Festival, WIN- Women in Network, NNO-National Night Out**

**Coming up this Month**

<b>October 5</b>	<b>Showcase of Classes</b>	<b>Stella Room</b>
<b>October 5</b>	<b>Parking Lot Sale</b>	<b>Recreation Park</b>
<b>October 5</b>	<b>The emperor's New Clothes</b>	<b>CVCC</b>
<b>October 9</b>	<b>Senior Health Fair</b>	<b>Regional Park</b>
<b>October 11-13</b>	<b>Ms October Tournament</b>	<b>Beggs Field</b>
<b>October 14</b>	<b>Columbus Day</b>	<b>Offices Closed</b>
<b>October 19</b>	<b>Community Festival</b>	<b>Recreation Park</b>

**Youth Services Manager**  
**Report to the Board of Directors**  
**September, 2013**

- Skyridge Discovery Club visit from one of their pen pals (& family) from Tasmania. Enjoyed a Q and A and presented her with gifts and information about the Auburn area (see the Auburn Journal article).
- All MSDS binders updated at Y.S. office, sites and day camp.
- Completed 2 employee reviews.
- Sites are working on their scarecrow entries for the Community Festival.
- Participated in Skyridge Elementary's back to school night on August 29<sup>th</sup>.
- Leadership Auburn: participated in the grand opening of the Gold Country Fair and dedication of Leadership Plaza.
- Distributed flyers to Auburn Elementary students for Discovery Club.
- Distributed day camp flyers to Newcastle Elementary students for their October school closure – this is a new camp only for Newcastle students.
- Donated 2 large bags of lost-and-found items to Salvation Army from day camp.
- Planning upcoming day camps for the school year.
- Met with Joe for mid-year budget review.

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2

## Seen & Heard

### Tasmanian pen pal pays visit to Skyridge Elementary in Auburn



Discovery Club students at Skyridge Elementary participate in a pen pal [program](#) with a school in Tasmania. When they heard that one of their pen pal's families, the Sayers, who live in the capital city of Hobart, would be in Northern California on vacation, they asked them to stop by for a visit. The class served them sourdough bread and spinach dip, gave them brochures and catalogs about Auburn, and even gave them a small vial of gold flakes as a souvenir. Katriel Sayer, 9, met her pen pal Marie Johnson, 9, who brought her a [travel bag](#) full of gifts, including a [49ers hat](#) and shirt. She also received a keepsake booklet, a yarn doll and mustache-patterned duct tape. The whole family – dad Tony, mom Megan, and brothers Nathan, 7, and Zachary, 4, received official Discovery Day [Camp shirts](#) with the ARD logo.

When asked how she felt about coming to America, Katriel said she was "scared," because from all of the American television shows they see, she got the idea that everyone has guns and it's a dangerous place to be. The family was pleasantly surprised to see how non-threatening we really are.



#### Keywords:

Discovery Day Camp Skyridge Elementary Auburn Recreation District pen pals Tasmania Hobart Marie Johnson Katriel Sayer

CONTRIBUTE TO THIS STORY

## Related Stories

[Auburn schools to receive public input on how to spend new funding dollars](#)

[Sierra College to host new Arts and Innovation Day](#)

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FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Apr-13	John Kirkpatrick	Gold Country Wildlife Rescue-Sierra Room, Kitchen, Sunset Rm, Education seminar	\$800.00	\$30.00	\$800.00	No		
Apr-13	Karen Neal	Cub Scout Pack 6-Meadow Vista-Regional Park Picnic sites and Amphitheater-Annual meeting	\$200.00	\$10.00	\$200.00	No		
Apr-13	Bart O'Brien	Auburn Rotary-Outgoing President	\$120.00	\$30.00	\$150.00	No		
							\$1,150.00	\$1,150.00
May-13	James Moore	Auburn "Host" Lions Club- Picnic sites at Recreation Park	\$100.00	\$60.00	\$100.00	No		
May-13	Barbara Crowell	Senior Health Fair-Regional Gym and Lakeside Room	\$1,360.00	\$360.00	\$1,040.00	Yes		
May-13	Kerri Rondoni	Placer Hills School District-Meadow Vista Picnic Sites-End of year party	\$150.00	\$90.00	\$150.00	No		
							\$1,290.00	\$2,440.00
Jul-13	Barbar Whitley	Girl Scouts-Recreation Picnic area- Group meeting	\$50.00	\$30.00	\$50.00	No		
Jul-13	Patrick King	Auburn Moose Lodge Picnic- Recreation Park Picnic	\$75.00	\$60.00	\$75.00	No		
Jul-13	Joshua Freeman	Auburn Church of Christ-Fundraising evnet	\$150.00	\$90.00	\$150.00	No		
Jul-13	Christine Bunnell	Tracey Bunnell-CANCELLED	\$840.00	\$60.00	\$840.00	Yes		
							\$1,115.00	\$3,555.00
Aug-13		Adjustment for Bunnell's cancellation					\$275.00	\$2,715.00
Aug-13	John Gillmore	Boy Scouts of America-Pack 57; Picnic #1, Rec. Park-Pack Meeting	\$80.00	\$30.00	\$50.00	No		
							\$50.00	\$2,765.00
Sep-13	Barbara Webb	Placer Hills Education Foundation: Meadow Vista Picnic Sites-Fundraiser for PHEF	\$225.00	\$130.00	\$225.00	No		
Sep-13	John Gillmore	Boy Scouts of America-Pack 57; Picnic #1, Rec. Park-Pack Meeting	\$50.00	\$30.00	\$50.00	No		



2013/2014 Project List

PROJECT	Est. Cost	Notes	Est. completion date
<b>Ashford Park</b>			
Restroom Remodel	35,000	Construction drawings 90% complete	Nov-13
Ashford Path Of Travel Renovation	27,000	Project under construction	Oct-13
Path Of Travel Rest Stops	4,000	Install landing reststops along existing paved roadway for ADA compliance	Oct-13
Parking Lot Renovation	40,000	Project under construction	Oct-13
Playground Replacement	68,000	Playground completed and inspected	Jul-13
ADA Signage	500	Install directional signage throughout park	Dec-13
Pond mucking	6,850	Work to begin in October	Oct-13
<b>Recreation Park</b>			
ADA Signage	1,500	Install ADA signage parkwide	Aug-13
Begg's Safety Netting	1,500	Install safety netting over observation area at Begg's Field	Aug-13
Expansion Joint Pool	35,000	Bid award to Tricon Construction. Pre-construction meeting scheduled for Sept. 17	Oct-13
<b>Regional Park</b>			
24 Acres Walking Path - In Kind	235,000	DG pathway constructed by Western Care	Jan-14
MP Field Improvements	12,500	Working with Chris Decker on list of possible improvements and costs	TBD
<b>Railhead Park</b>			
Shade Structure and Hardscape	121,200	Staff working on site plans for submittal to USBR	Jun-14
Playground Replacement	61,000	Staff working on site plans for submittal to USBR. Playground equipment in storage pending install.	Jun-14
<b>Meadow Vista Park</b>			
Pathway Repairs	23,000	Project under construction with completion scheduled for September 13	Sep-13
Pond mucking	18,149	Work to begin in October	Oct-13
Total Projects Fiscal Year	690,199		
Updated September 20, 2013			

Sep-13

## Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS						
9/1/2013q	Regional Park	Stall door broken away from partition and soap dispensers taken from both bathrooms behind shop	\$60	\$50, hinges and soap dispensers						
9/1/2013	Ashford Park	Graffiti on picnic tables	\$20	\$20, paint to cover graffiti						
9/2/2013	Regional Park	Stall door taken and thrown in creek	\$40	\$20, hinges						
9/2/2013	Regional Park	Cut swing seat in half at Dry Creek Playground	\$20	\$50, new seat						
9/9/2013	Regional Park	Lock on soccer field light panel cut off	\$5.00	\$24.91, new lock						
<table border="1" style="width: 100%; background-color: #ffff00;"> <thead> <tr> <th>Total Labor</th> <th>Total Material</th> <th>Total for Year</th> </tr> </thead> <tbody> <tr> <td>\$185</td> <td>\$224.91</td> <td>\$3,906.84</td> </tr> </tbody> </table>					Total Labor	Total Material	Total for Year	\$185	\$224.91	\$3,906.84
Total Labor	Total Material	Total for Year								
\$185	\$224.91	\$3,906.84								

Aug-13

### Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
8/1/2013	Centennial Park	Graffiti on picnic tables and under bridge, lots of broken glass	\$50	\$20, paint
8/3/2013	Regional Gym	Janitors closet broken into	\$75	\$50, security panel and lock installed by Yuba Safe & Lock
8/5/2013	Regional Gym	Better security etched into door where new security panel installed, graffiti next to door appears to be of gang nature	\$20	\$10, paint
8/5/2013	Ashford Park	Graffiti on picnic table in covered picnic area	\$20	\$20, paint and painting applicators
8/7/2013	Regional Park	Play structure plexiglass panel broken	\$40	\$200, new panel
8/15/2013	Lakeside Room	Storage cabinet broken in, not repairable	\$30	\$175, new cabinet
8/15/2013	Bi-Centennial Pk	Graffiti, on table/bridge	\$30	\$25, paint to cover graffiti

8/16/2013	Overlook	Graffiti on table and in bathrooms	\$30	\$10, paint to cover graffiti																				
8/18/2013	C - Field, Reg Park	Broke open locked irrigation clock and damaged clock	\$60	\$480, new 12 station clock																				
<table border="1"> <tr> <td>Total</td> <td>Total</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Labor</td> <td>\$355</td> <td>Material</td> <td>\$990</td> <td></td> </tr> <tr> <td>Total for</td> <td></td> <td>Total for</td> <td></td> <td></td> </tr> <tr> <td>Year</td> <td>\$2,650</td> <td>Year</td> <td>\$3,681.93</td> <td></td> </tr> </table>					Total	Total				Labor	\$355	Material	\$990		Total for		Total for			Year	\$2,650	Year	\$3,681.93	
Total	Total																							
Labor	\$355	Material	\$990																					
Total for		Total for																						
Year	\$2,650	Year	\$3,681.93																					

7/1/2013

**Vandalism Report**

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS														
6/28/2013	Recreation Park	Graffiti, significant, APD called	\$320.00	\$200.00, paint														
7/1/2013	Regional Gym	Gym Fan damaged beyond repair	\$20	\$192.43, new fan														
7/1/2013	Sierra Pool	Hole burned into new pool cover	\$0	\$0.00, no repair scheduled														
7/3/2013	Skate Park	Graffiti on interior wall Broke support to shade structure inside skate park	\$60	\$55, new support/paint														
7/4 to 7/8	Regional	Bathroom soap dispensers taken from shop bathrooms	\$40	\$100, new dispensers														
7/13 & 7/14	Regional	All paper products & soap taken from shop bathrooms	\$20	\$30, replace product														
<table border="1"> <thead> <tr> <th>Total</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Labor</td> <td>\$460</td> </tr> <tr> <td>Total for</td> <td>Total for</td> </tr> <tr> <td>Year</td> <td>Year</td> </tr> <tr> <td></td> <td>\$2,295</td> </tr> <tr> <td></td> <td>\$577.43</td> </tr> <tr> <td></td> <td>\$2,691.93</td> </tr> </tbody> </table>					Total	Total	Labor	\$460	Total for	Total for	Year	Year		\$2,295		\$577.43		\$2,691.93
Total	Total																	
Labor	\$460																	
Total for	Total for																	
Year	Year																	
	\$2,295																	
	\$577.43																	
	\$2,691.93																	

Jun-13

**Vandalism Report**

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
6/1/2013	Recreation Park	Graffiti on back picnic tables, broken beer bottles, trash Regional Shop	\$60	\$20, paint for tables, could not remove graffiti
6/1/2013	Ashford Park	Broke (2) toilet paper holders in women's restrooms	\$30	\$30, new toilet paper holders
6/3/2013	Overlook	Graffiti in men's restroom	\$20	\$20, paint, could not remove graffiti
6/3/2013	Railhead	Graffiti in men's restroom	\$20	\$20, paint, could not remove graffiti
6/6/2013	Overlook	Fire started in men's restroom 4 of our newly planted trees broken	\$40	
6/7/2013	Skate Park	Graffiti on wall	\$20	\$20, paint
6/9/2013	Regional	Cut tennis court net	\$20	\$250, new net needed
6/11/2013	Regional	Picnic Table destroyed and thrown into pond	\$20	\$250, new table



6/18/2013	Regional/Railhead/ Overlook	Replace handicap signage on eight (8) bathrooms, damaged	\$40.00	\$256.50, signs
		Total	Total	
		Labor	\$270	
		Total for	Total for	\$866.50
		Year	\$1,835	Year
				\$2,144.50

May-13

### Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
5/1/2013	Railhead	Stole Security light bulbs	\$20.00	\$40, new light bulbs
5/1/2013	Ashford	Graffiti men's restroom	\$20.00	\$20, graffiti remover
5/2/2013	Regional	Graffiti men's restroom behind shop	\$20.00	\$10, paint
5/2/2013	Regional	Stole toilet seat liner dispenser stole toilet tissue dispensers from mens restroom behind shop	\$25.00	\$40, new dispensers
5/3/2013	Regional	Broke 2 new trees in half, threw several tree stakes in to pond	\$0.00	Did not replace tree
5/3/2013	Recreation Park	Fire Set out behind park	\$40.00	Nothing of valued burned
5/3/2013	Regional Park	Continued vandalism of metal toilet tissue dispenser, replaced with large roll plastic dispenser	\$20	\$20, toilet paper dispenser
5/3/2013	Overlook	Graffiti on men's restroom stall	\$20	\$15, graffiti remover/paint
5/3/2013	Regional Gym	Stole shower head from men's gym restroom	\$20	\$25, new shower head

5/7/2013	Regional Park	C-Field, electric wires in two field light posts were tampered with, tried to steal wiring	\$140	\$15, connectors/wire								
5/12/2013	Regional Park	Graffiti Soccer Field Remove trash from Homeless Camp	\$80 \$40	\$30, paint								
<table border="1"> <tr> <td>Total Labor</td> <td>\$445.00</td> <td>Total Material</td> <td>\$215.00</td> </tr> <tr> <td>Total for Year</td> <td>\$1,565.00</td> <td>Total for Year</td> <td>\$1,248.00</td> </tr> </table>					Total Labor	\$445.00	Total Material	\$215.00	Total for Year	\$1,565.00	Total for Year	\$1,248.00
Total Labor	\$445.00	Total Material	\$215.00									
Total for Year	\$1,565.00	Total for Year	\$1,248.00									

Apr-13

**Vandalism Report**

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
4/1/2013	James Field	Portable Toilet Tipped Over	\$20.00	\$0.00
4/1/2013	Ashford Park	Graffiti in men's restroom	\$20.00	\$15.00, graffiti remover
4/1/2013	Skate Park	Graffiti on wall APD Report #: 13-089-03	\$40.00	\$20, paint
4/11/2013	Winchester	Stole Tennis Court Net	\$20.00	\$275.00, tennis court net
4/13/2013	Regional Park	Graffiti in men's restroom behind shop	\$20.00	\$20, paint
4/14/2013	Ashford Park	Graffiti in men's restroom	\$20.00	\$10, graffiti remover
		Total Labor	\$140	\$340
		Total for Year	\$1,120	\$1,033

Mar-13

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS									
2/27/2013	Regional	Fire in men's restroom below tennis courts, using as a heat source	\$20	\$25, paint/paper goods									
2/28/2013	Railhead	Graffiti, women's restroom	\$20	\$5, paint									
2/28/2013	Recreation	Large Gazebo (back of park)	\$20	\$5, graffiti remover, soap & water									
3/4/2013	Regional	Tagged irrigation pump house and Park entrance sign	\$40	\$40, paint									
3/5/2013	Regional	Graffiti, lower bathrooms	\$20	\$35, graffiti remover									
3/14/2013	Regional	Fire started in lower bathrooms	\$40	\$30, paint, cleaners									
3/17/2013	Recreation	Portable toilet tipped over on Rec Field, Graffiti on signs in parking lot	\$20	\$25, graffiti remover									
3/17/2013	Arboretum	Disassembled concrete bench in south end of Arboretum	\$40	Repair bench and epoxy seat part to pedestals									
<table border="1"> <thead> <tr> <th>Total Labor</th> <th>Total Material</th> <th>Total for Year</th> </tr> </thead> <tbody> <tr> <td>\$220</td> <td>\$165</td> <td>\$385</td> </tr> <tr> <td>\$980</td> <td></td> <td>\$693</td> </tr> </tbody> </table>					Total Labor	Total Material	Total for Year	\$220	\$165	\$385	\$980		\$693
Total Labor	Total Material	Total for Year											
\$220	\$165	\$385											
\$980		\$693											

Feb-13

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
2/4/2013	Regional Gym	Peeling paint off the gym walls, Chana students	\$360.00	\$150, paint, painted all four walls
2/11/2013	Railhead Bathrooms	Graffiti on men's stall	\$20	\$8, paint
2/18/2013	Regional Soccer Field	Graffiti on Placer Jr Hillmen storage container	\$0	\$0
2/18/2013	Regional Park	4X6 Park sign graffiti	\$20	\$15, graffiti remover
		Total Labor	\$400	\$173
		Total for Year	\$760	\$528

1-Jan-13

### Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
12/18/2013	Railhead	Graffiti scratched into partition	\$20	\$20, paint
12/18/2013	Lakeside Room	Broke locked hinge off storage cabinet in Kitchen where realtors store items, nothing taken	\$20	\$30, lock and new hasp
12/20/2013	Rec Park, pool equip room & small playground	Graffiti	\$20	\$25, graffiti remover
12/23/2012	Rec Park, metal storage building	Broken in, hole through door, hasp ripped off building APD # 12-359-01	\$120	\$70, plywood & paint
12/26/2013	Regional Park lower bathrooms	Broke toilet off wall, broke leg to sink, set fire in two stalls	\$80	\$160, toilet & seals, sink leg we had
1/4/2013	Regional Park shop bathrooms	Tore toilet paper dispensers off the wall	\$20	\$30, two new dispensers

1/12/2013	Regional Park lower bathrooms	Tore stall door off womens restroom	\$40	\$20, new hardware
1/21/2013	Recreation Park	Broken Beer Bottles throughout the park and one parking lot	\$40	\$0
			Total	
			Labor	\$360.00
			Material	\$355.00



## 9.1 Cover sheet – Regional gym floor replacement

Auburn Area Recreation and Park District (ARD) Acquisition and Development meeting September, 2013; Board of Directors meeting September, 2013

### The Issue

Shall the Board of Directors approve a Resolution authorizing the District Administrator to accept a bid from Boberg Hardwood Floors, Inc. for the replacement of the floor in the Regional Park gymnasium, and to enter into a construction contract with Boberg Hardwood Floors, Inc. for this project?

### Background

The gym floor at Regional Park was seriously damaged by water from failing gutters. The gutters have since been replaced and are working well. ARD staff have been working with staff from CAPRI regarding what will/will not be covered by insurance. CAPRI has agreed to replace the entire Regional Park gym floor. CAPRI has stated that they will cover the costs (less ARD's \$2,000 deductible) to replace "like with like" (the costs to replace using a wood floor).

Staff has gone out for two bids to replace the floor. One bid is to replace the floor with maple wood floor (replacing "like with like"). We have also gone out to bid to replace the floor with synthetic polyurethane floor. This flooring is more conducive to non-sporting activities (while still being more than useable for sporting activities). This floor is mainly being considered because of the fact that we still have condensation issues in the gym, which is really a metal building with a "skin" on the exterior.

Staff has inquired with other parks and recreation agencies and one school district about their opinions of synthetic floors. The responses received are attached.

Only one bidder responded on the project (Boberg Flooring). Their bids for the two types of flooring are as follows:

Maple wood flooring: \$92,490

Synthetic flooring: \$ 80,449

*(see comments below under "Fiscal Impact")*

Pros and Cons of each floor:

#### Maple Pros

- 100 year lifespan
- More traditional sporting surface
- More aesthetically pleasing

#### Maple Cons

- Needs a new urethane surface every 18 months (approximately \$5,000 - \$6,000 each time)
- Subject to warping/damage from condensation (can be mitigated by applying spray foam insulation to the ceiling, at a cost of approximately \$50,000)
- Can be damaged by tables and chairs

#### Synthetic Pros

- Does well with non-sporting events (dances, fundraisers, etc.)
- Will not be damaged by condensation

### Synthetic Cons

- Needs a floor scrubbing machine for proper maintenance (\$10,000)
- Shorter lifespan (40 years vs. 100 years)
- “Stickiness” of rubber soled shoes on rubber surface (no slide)
- Will not give a “true” bounce when dribbling a basketball

### Recommendation

Review the information, decide on the flooring type (wood vs. synthetic) and approve either Resolution 2013-12 (wood floor) or Resolution 2013-13 (synthetic floor), authorizing the District Administrator to execute a contract with Boberg Hardwood Floors, Inc., with a 5% contingency added to the cost of the contract.

While staff is amenable to either method, a synthetic floor is preferred. It offers the best option as far as use for non-sporting activities, while still being suitable for sporting activities. Staff does have some concerns with the synthetic floor when it comes to use for basketball as a “true” bounce may not be achieved. As reflected in the comments from the principal at Soulsbyville Elementary School, this appears to be a fairly minor issue.

A synthetic floor is also not going to be damaged from condensation drips, a continuing issue with the Regional gym building.

### Fiscal Impact

The fiscal impact to the District is \$2,000 with either flooring chosen. This represents the District’s deductible for property damage claims.

### Attachments

- Information on synthetic floors
- Responses from other parks and recreation agencies and one school district about their experiences with synthetic floors.
- Bid Summary
- Resolution 2013-12 (wood) and 2013-13 (synthetic)
- Notice Award Letters
- Proposals



## The “greenest” synthetic polyurethane floor on the market.

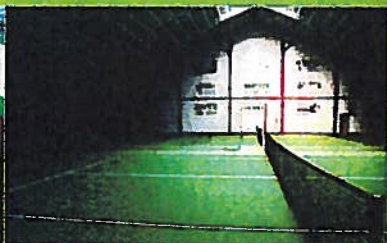
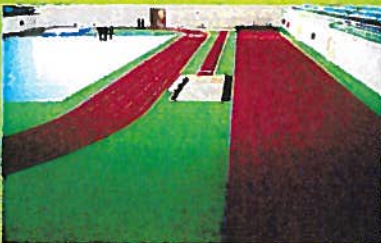
To satisfy the ever-growing demand for environmentally friendly products and to support “green” building initiatives, Action Floor Systems is proud to offer a completely solvent-free synthetic polyurethane multipurpose floor system.

Totally solvent-free — from bottom layer to top coat — Action Herculano® features an exclusive, water-based nontoxic top coat, free of volatile organic compounds (VOCs), with no residual fume issues to contend with. Installation of Herculano requires no building evacuation making scheduling smoother and minimizing disruption of activity in occupied facilities.



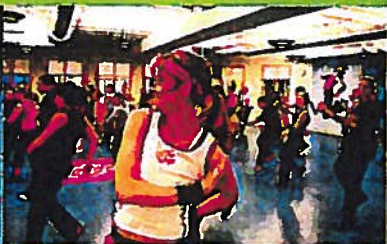
### HERCULAN MF HERCULAN MF 800

- SEAMLESS, CUSHIONED, MULTIFUNCTIONAL FLOOR
- EN 14904 TESTED FOR ALL INDOOR SPORTS
- NON-POROUS=HYGIENIC AND EASY TO CLEAN
- QUICKLY AND ECONOMICALLY RESURFACED WHEN REQUIRED



### HERCULAN SR (SPIKE RESISTANCE) HERCULAN RH (ROLLER HOCKEY) HERCULAN TC (TENNIS COURT)

- SEAMLESS, CUSHIONED, MULTIFUNCTIONAL
- EN 14904 TESTED
  - SR APPROVED FOR USE WITH SPIKED SHOES
  - RH APPROVED FOR ROLLER HOCKEY INCLUDING WHEELCHAIRS
  - TC APPROVED FOR ALL INDOOR SPORTS INCLUDING TENNIS
- NON-POROUS = HYGIENIC AND EASY TO CLEAN
- QUICKLY AND ECONOMICALLY RESURFACED WHEN REQUIRED



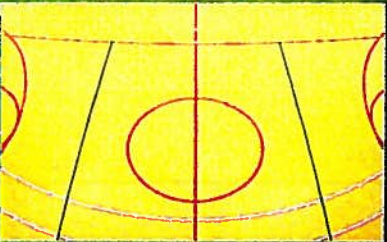
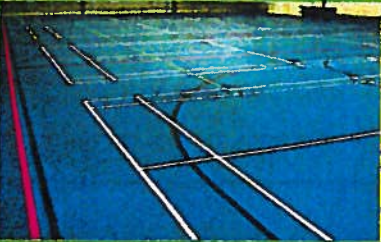
### HERCULAN PE

- SEAMLESS, CUSHIONED, MULTIFUNCTIONAL
- POINT ELASTIC PROPERTIES
- EN 14904 & DIN 18032-2 TESTED
- NON-POROUS = HYGIENIC AND EASY TO CLEAN
- QUICKLY AND ECONOMICALLY RESURFACED WHEN REQUIRED



### HERCULAN ME

- SEAMLESS, CUSHIONED, MULTIFUNCTIONAL
- COMBINED ELASTIC PROPERTIES
- EN 14904 TESTED FOR ALL INDOOR SPORTS
- NON-POROUS = HYGIENIC AND EASY TO CLEAN
- QUICKLY AND ECONOMICALLY RESURFACED WHEN REQUIRED

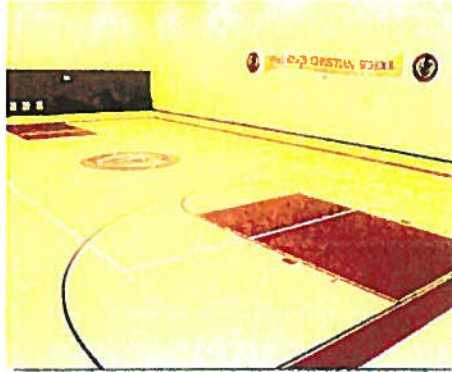


### HERCULAN RT (RE-TOP)

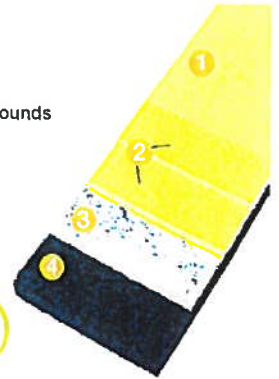
- RESURFACE CRACKED OR WORN SPORTS FLOOR
- DESIGNED TO OVERLAY EXISTING FLOOR
- ZERO COST FOR REMOVING EXISTING FLOOR
- OLD FLOOR LOOKS BRAND NEW

CALL US FOR INFORMATION ABOUT OUTDOOR TRACK AND TENNIS SURFACES.





- 1 Exclusive Water-Based Urethane Top Coat — No Volatile Organic Compounds
- 2 Self-Leveling Polyurethane Coatings
- 3 Seal Coat
- 4 Recycled Granular Rubber Base Mat



## EXCLUSIVE!

### HERCULAN MF & MF 800

\*Seamless, cushioned, multi-functional

\*EN 14904 tested for all indoor sports

### HERCULAN SR, RH, & TC

\*SR approved for use with spiked shoes

\*RH approved for use including wheelchairs and roller hockey

\*TC approved for indoor sports including tennis.

### HERCULAN PE

\*Point elastic properties

\*EN 14904 & 18032-2 tested

### HERCULAN ME

\*Combined elastic properties

\*EN 14904 tested for all indoor sports

### HERCULAN RT

\*Designed to overlay existing floor

\*Resurface cracked or worn sports floor

## THE 'GREENEST' SYNTHETIC POLYURETHANE FLOOR ON THE MARKET!

With the performance and safety qualities athletes need, and the toughness to handle anything from pancake breakfasts to pep rallies to graduation ceremonies, a Herculan polyurethane floor is a cost effective solution for many applications.

Herculan is an ideal choice for primary and secondary schools, university field houses, health and athletic clubs, civic facilities and churches. This dual-durometer floor provides high uniformity of play and is extremely durable, with excellent tear and tensile strength. A DIN-certified version is available in Herculan PE.

\*Totally solvent free from bottom layer to top coat

\*Hygienic and easy to clean

\*Quickly and economically resurfaced when required

\*Comes in 14 standard colors

### Responses from other agencies re: synthetic gym floors

#### Pam Vann's notes on her conversation with Bart Taylor, principal at Soulsbyville (CA) Elementary:

I spoke with the principal at the elementary school where Boberg installed a synthetic floor four years ago. They have been very happy with it. They had a rough history with another company putting down a floor and the workmanship was not good. They are very happy with the job that Boberg did.

The first floor buckled up in places and Mr. Taylor the principal attributed that to poor workmanship. Then they had a flood and then Boberg came in and replaced the floor with the one they have now.

They use the floor for all kinds of events and sports. They have not had any denting problems and is impressed with that. He said they have been very happy with it for basketball and were actually quite amazed at this. Mr. Taylor has played basketball (evidently he played on his high school team) on the floor and likes it. They even had a basketball league request using their floor in the first couple of years. He did say "purists" might have a different opinion. That league has since disbanded and no longer uses the floor, but they were happy with it at the time.

He said their maintenance guys can do their own simple repairs of the surface and they purchased a ride on buffer machine which they use 1 x per week and takes care of the scuff marks just fine. He thinks they paid about \$7K for it but will check on that and email me back info as well as pictures. I asked for any cons on the floor and he couldn't think of any.

#### Original e-mail to Park and Recreation Districts:

*Good afternoon –*

*We are preparing to replace a gym floor. One of the options we are considering is replacing the existing wood (maple) floor with a synthetic floor i.e. a polyurethane floor similar to the products that Action Floor Systems carries. Our reasons for considering this type of floor is that 1) our gym is hosting more and more non-sports events – fund raising dinners, community gatherings, etc. and 2) we have had some moisture issues in the building (the gym is in a metal building that "sweats" in the winter months).*

*What is your experience with this type of flooring? If you have used it in the past, would you use it again?*

*Any assistance is appreciated.*

*Thank you,  
Kahl Muscott, District Administrator*

Note: some responses below reference a rolled floor with seams. The type of synthetic floor being specified is a liquid, poured in floor.



Responses:

We use our local schools' gyms for our sports. One has hardwood and one has vinyl/synthetic. The synthetic one scuffs terribly and has split where it was seamed. Hardwood though scuffs too does not seem to have the splitting issue.

Hope this helps!

Marlene (Bear River Recreation and Park District)

---

SRD still utilizes the original 1970 wood gym floor. We are working on a renovation plan however it may be that we refinish the existing floor as it is still in remarkably good shape. The only other comment that I would make with the synthetic floors is to check with a variety of sports organizations including basketball, volleyball and indoor soccer (futsal) in addition to large dance social groups. They can't always utilize space with synthetic floors because they do not allow the dancers to glide and flow in ballroom, swing, and county dance styles.

Leanne Kreuzer  
District Manager  
Strawberry Recreation District

---

We have received many compliments on our floor. You're more than welcome to visit our facility and see for yourself.

The negative is hard to get gum and black scuff marks off. Also make sure your chairs have glides or rubber feet on them. We have had several quinceaneras and the ladies wear three inch high heels and that does not bother the floor at all.

Marie Parsons

---

- These floors are definitely more durable for multi-use floors (i.e., Terraflex flooring).
- These floors are a little tougher to clean since they are usually not smooth and you may need to invest in a scrubber to keep them clean. You will still need preventive maintenance to be done because the lines are normally painted on and will fade and will need to be redone.
- If the building is sweating and causing moisture issues you will need to consult the flooring company because this can cause issue with synthetic flooring systems as well. They will need to add a better underlay under the flooring to help protect against the moisture and to ensure proper adhesion.
- Adult players prefer wooden floors but it shouldn't effect participation to much if this is the only recreation courts in town.
- The wood looks much nicer but needs a lot more maintenance and refinished every year (about \$4000.00). Also every time you have an event you have to cover the wood floor with mats.

Best of luck,  
Dean Wetter, General Manager  
*Valley-Wide Recreation & Park District*

---

We (McFarland) installed a polyurethane floor in 1986 in our 1,000 seating capacity gymnasium. Our reasoning was the versatility that this type of floor provided. This was a liquid poured floor (better quality). On the other hand, our High School some years later went with a "rolled-out" poly floor and have had nothing but trouble with theirs (lawsuits due to the floor buckling and trying to roll back up). So be careful about what kind of synthetic flooring you use.

Cheers

Gary Farrell  
General Manager, McFarland Recreation and Park District

**Auburn Area Recreation & Park District**

**REGIONAL PARK GYM FLOOR REPLACEMENT PROJECT**

**BID RESULTS  
SEPTEMBER 18, 2013  
3:00 P.M. BID OPENING**

<b>Boberg Hardwood Floors</b>	<b>\$92,490.00</b>	<b>Maple</b>
<b>Boberg Hardwood Floors</b>	<b>\$80,449.00</b>	<b>Synthetic</b>



RESOLUTION NUMBER 2013-12

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE  
AUBURN AREA RECREATION AND PARK DISTRICT AWARDING A  
CONTRACT FOR THE REGIONAL PARK GYM FLOOR REPLACEMENT  
PROJECT (WOOD)

WHEREAS, the Auburn Area Recreation & Park District Board of Directors does hereby resolve the following:

That the Auburn Area Recreation & Park District awards the project based on the lowest grant total sum of \$92,490.00. The District Administrator is authorized to enter into a contract for the Regional Park Gym Floor Replacement Project with Boberg Hardwood Floors, Inc. for the base bid of \$92,490.00 and approves a District controlled contingency of 5% or \$4,624.00.

APPROVED, PASSED, AND ADOPTED ON September 26, 2013 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

---

James A. Gray  
Chairman of the Governing Board

ATTEST:

---

Clerk to the Governing Board

RESOLUTION NUMBER 2013-13

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE  
AUBURN AREA RECREATION AND PARK DISTRICT AWARDING A  
CONTRACT FOR THE REGIONAL PARK GYM FLOOR REPLACEMENT  
PROJECT (SYNTHETIC)

WHEREAS, the Auburn Area Recreation & Park District Board of Directors does hereby resolve the following:

That the Auburn Area Recreation & Park District awards the project based on the lowest grant total sum of \$80,449.00. The District Administrator is authorized to enter into a contract for the Regional Park Gym Floor Replacement Project with Boberg Hardwood Floors, Inc. for the base bid of \$80,449.00 and approves a District controlled contingency of 5% or \$4,022.00.

APPROVED, PASSED, AND ADOPTED ON September 26, 2013 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

---

James A. Gray  
Chairman of the Governing Board

ATTEST:

---

Clerk to the Governing Board



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## AUBURN AREA RECREATION AND PARK DISTRICT

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September 27, 2013

Mike Boberg  
Boberg Hardwood Floors  
P.O. Box 304  
Loomis, CA 95650

**RE: Regional Park Gymnasium Floor Replacement Project – Notice of Award**

Dear Mr. Boberg,

Auburn Area Park and Recreation District (ARD) is pleased to inform you that the District Board of Directors, at their September 26, 2013 Board hearing, has awarded your company the construction contract for the Regional Park Gymnasium Floor Replacement Project at your bid cost of \$92,490.00 for the base bid of a wood floor.

Enclosed please find (2) copies of the Articles of Agreement as attached in the Contract Documents for this subject project. Please sign all (2) copies of the Articles of Agreement and return them as soon as possible. Please provide ARD, concurrent with the execution of the Articles of Agreement, the following documents as outlined in the Contract Documents.

- Performance Bond for 100% of the contract;
- Payment Bond for 50% of the contract;
- Standard Form of Endorsement Insurance.

In addition, please submit the required insurance certificates for this project. The signed contracts along with the bonds and insurance certificates must be returned to our office within fifteen (15) days from the date of this notification, not including Sundays.

As is customary, we are requesting a construction schedule and emergency phone contact list be submitted before construction begins. We are targeting an early October construction start date, please contact the District to coordinate a start date and pre-construction meeting. Contract Documents identify twenty-five (25) working days for this project. I will be representing the District as the project manager and will be available for a pre-construction conference to be scheduled. Please be aware my days in the office are Tuesday, Wednesday and Thursday. You may contact me at (530) 885-0611 x107 to coordinate a preconstruction conference. Please include ARD and your subcontractors in the preconstruction conference.

We are looking forward to working with you and if there any questions please do not hesitate to contact me.

Sincerely,

Pamela Vann  
Landscape Architect #4674

cc: ARD Board of Directors  
Kahl Muscott, District Administrator

**AUBURN AREA RECREATION AND PARK DISTRICT  
STATE OF CALIFORNIA**

**PROPOSAL**

For the construction of the

**Regional Park Gym Floor Replacement – Maple Floor**

To the District Administrator of the Auburn Area Recreation and Park District

The undersigned declares that he has examined the locations of the proposed work, that he has examined the specifications, and all the contract documents, and hereby proposes to furnish all materials, labor, equipment, and perform all the work in strict accordance with said specifications, and contract documents in consideration of the attached schedule.

The undersigned further agrees that, upon written acceptance of this bid, he will within **FIFTEEN** days of receipt of such notice execute a formal contract agreement with the Auburn Area Recreation and Park District, with necessary bonds and certificate and standard form endorsement of insurance. He also agrees that, in the case of default in executing the contract, the proceeds of the check or bond accompanying his bid shall become the property of the Auburn Area Recreation and Park District. The Contractor acknowledges this is a prevailing wage job subject to California Labor Code 1770 – 1780.

The undersigned agrees that, if awarded the contract, he will commence the work upon written notice to proceed and shall diligently prosecute the same to completion before the expiration of **25 working days** from the date of said written notice to proceed.

Bids are to be submitted for the entire work.

**The Auburn Park and Recreation District will award the contract, if at all, to the lowest responsible bidder with the lowest Grand Total as shown on the Bid Schedule.**

The bidder shall set forth each total for the item, and for each lump sum work a total for the item, all in clearly legible Arabic figures in the respective spaces provided for this purpose.

The award of the contract, if it is awarded, will be to the lowest responsible responsive bidder whose bid complies with the requirements set forth herein. The determination of the lowest bid will be evaluated based upon each bidder's Grand Total amount, which is the total sum of the project.

The following quantities are approximate only, being given as a basis for the comparison of bids, and the Auburn Area Recreation and Park District does not expressly or by implication agree that





## DESIGNATION OF SUBCONTRACTORS

The following list of subcontractors is submitted with the proposal and made a part thereof.

If the Contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work for which no subcontractor was designated in the original bids shall only be permitted in cases of public emergency or necessity, and then only after receiving written approval from the Engineer.

The name and location of the shop or office of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the project and that portion of the work to be performed by the subcontractor is as follows:

1. NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTRACT ITEMS: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_
2. NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTRACT ITEMS: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_
3. NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTRACT ITEMS: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_
4. NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTRACT ITEMS: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_
5. NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTRACT ITEMS: \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

**AUBURN AREA RECREATION AND PARK DISTRICT  
STATE OF CALIFORNIA**

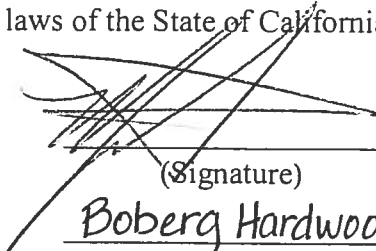
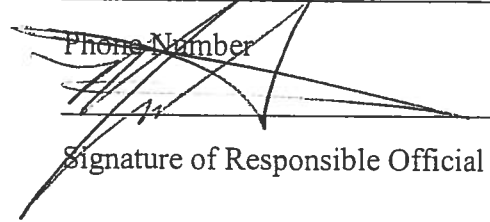


**NONCOLLUSION AFFIDAVIT TO ACCOMPANY PROPOSAL**

Michael Boberg, being first duly sworn, deposes and says that he or she is V.P. of Boberg Hardwood Floors, Inc., the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

9.18.13  
(Date)

  
(Signature)  
Boberg Hardwood Floors Inc.  
Name of Firm  
P.O. Box 304  
Loomis, CA 95650  
Business Address  
(916) 652-5662  
Phone Number  
  
Signature of Responsible Official

Contractor's License:

- a. Class: C15
- b. Number: 602002
- c. Expiration Date: 9.30.2014

**AUBURN AREA RECREATION AND PARK DISTRICT  
STATE OF CALIFORNIA**

**BIDDER'S BOND TO ACCOMPANY PROPOSAL**

KNOW ALL MEN BY THESE PRESENTS,

That we, Boberg Hardwood Floors, Inc., as Principal, and Nationwide Mutual Insurance Company, a corporation authorized to transact a general surety business in the State of California, as Surety, are held and firmly bound unto AUBURN AREA RECREATION AND PARK DISTRICT (hereinafter called the Obligee) in the full and just sum of 10% of amount bid dollars, (\$ 10% bid ) for the payment whereof in lawful money of the United States, we bind ourselves, our heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the said PRINCIPAL has submitted the accompanying bid for:

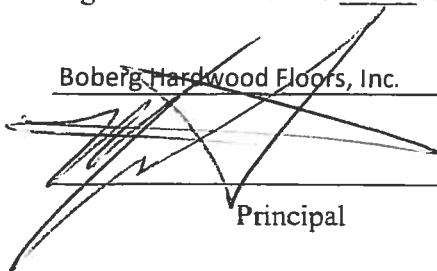
Demolish existing gym floor and replace with hardwood maple with finishes/game lines

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NOW, THEREFORE, if the said contract be timely awarded to the Principal and the Principal shall, within such time as may be specified, enter into the contract in writing, and give bond, with surety acceptable to the Obligee for the faithful performance of the said contract, then this obligation shall be void; otherwise to remain in full force and effect.

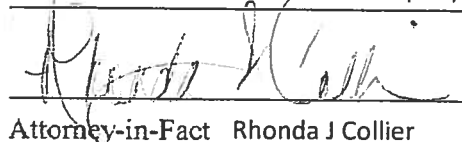
Signed and Sealed this 17th day of September 2013.

Boberg Hardwood Floors, Inc.



Principal

Nationwide Mutual Insurance Company.



Attorney-in-Fact Rhonda J Collier

# Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation  
Farmland Mutual Insurance Company, an Iowa corporation  
Nationwide Agribusiness Insurance Company, an Iowa corporation

AMCO Insurance Company, an Iowa corporation  
Allied Property and Casualty Insurance Company, an Iowa corporation  
Depositors Insurance Company, an Iowa corporation

hereinafter referred to severally as the "Company" and collectively as the "Companies," each does hereby make, constitute and appoint:

Rhonda J. Collier Roseville, CA

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

Six Hundred Thousand and no/100

\$600,000.00

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 11<sup>th</sup> day of August, 2009.

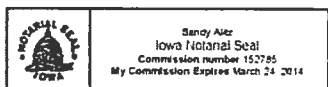


Gary A. Douglas, President and Chief Operating Officer of Nationwide Agribusiness Insurance Company and Farmland Mutual Insurance Company; and Vice President of Nationwide Mutual Insurance Company, AMCO Insurance Company, Allied Property and Casualty Insurance Company, and Depositors Insurance Company

### ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF POLK: ss

On this 11<sup>th</sup> day of August, 2009, before me came the above-named officer for the Companies aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Companies aforesaid, that the seals affixed hereto are the corporate seals of said Companies, and the said corporate seals and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Companies.



Sandy Aitz  
Notary Public  
My Commission Expires  
March 24, 2014

### CERTIFICATE

I, Robert W Horner III, Secretary of the Companies, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Gary A. Douglas was on the date of the execution of the foregoing power of attorney the duly elected officer of the Companies, and the corporate seals and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Secretary, and affixed the corporate seals of said Companies this 17<sup>th</sup> day of September, 2013.

  
Secretary

This Power of Attorney Expires 08/11/2014

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

State of California

County of Placer }

On 9-17-13 before me, Peggy Trusty, Notary Public  
Date Here Insert Name and Title of the Officer

personally appeared Rhonda Collier  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Peggy Trusty  
(Signature of Notary Public)

Place Notary Seal Above

**OPTIONAL**

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_

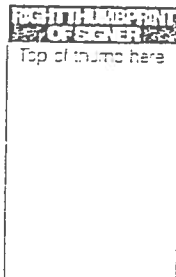
Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_

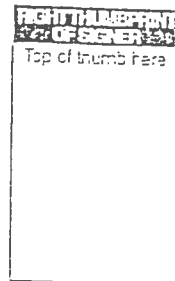
- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_



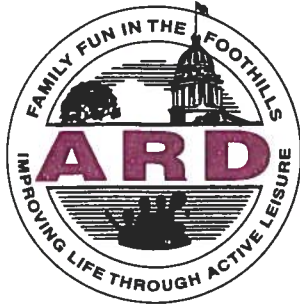
Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_

- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_



Signer Is Representing: \_\_\_\_\_



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## AUBURN AREA RECREATION AND PARK DISTRICT

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September 27, 2013

Mike Boberg  
Boberg Hardwood Floors  
P.O. Box 304  
Loomis, CA 95650

**RE: Regional Park Gymnasium Floor Replacement Project – Notice of Award**

Dear Mr. Boberg,

Auburn Area Park and Recreation District (ARD) is pleased to inform you that the District Board of Directors, at their September 26, 2013 Board hearing, has awarded your company the construction contract for the Regional Park Gymnasium Floor Replacement Project at your bid cost of \$80,449.00 for the base bid of a synthetic floor.

Enclosed please find (2) copies of the Articles of Agreement as attached in the Contract Documents for this subject project. Please sign all (2) copies of the Articles of Agreement and return them as soon as possible. Please provide ARD, concurrent with the execution of the Articles of Agreement, the following documents as outlined in the Contract Documents.

- Performance Bond for 100% of the contract;
- Payment Bond for 50% of the contract;
- Standard Form of Endorsement Insurance.

In addition, please submit the required insurance certificates for this project. The signed contracts along with the bonds and insurance certificates must be returned to our office within fifteen (15) days from the date of this notification, not including Sundays.

As is customary, we are requesting a construction schedule and emergency phone contact list be submitted before construction begins. We are targeting an early October construction start date, please contact the District to coordinate a start date and pre-construction meeting. Contract Documents identify twenty-five (25) working days for this project. I will be representing the District as the project manager and will be available for a pre-construction conference to be scheduled. Please be aware my days in the office are Tuesday, Wednesday and Thursday. You may contact me at (530) 885-0611 x107 to coordinate a preconstruction conference. Please include ARD and your subcontractors in the preconstruction conference.

We are looking forward to working with you and if there any questions please do not hesitate to contact me.

Sincerely,

Pamela Vann  
Landscape Architect #4674

cc: ARD Board of Directors  
Kahl Muscott, District Administrator

**AUBURN AREA RECREATION AND PARK DISTRICT  
STATE OF CALIFORNIA**

**PROPOSAL**

For the construction of the

**Regional Park Gym Floor Replacement – Synthetic Floor**

To the District Administrator of the Auburn Area Recreation and Park District

The undersigned declares that he has examined the locations of the proposed work, that he has examined the specifications, and all the contract documents, and hereby proposes to furnish all materials, labor, equipment, and perform all the work in strict accordance with said specifications, and contract documents in consideration of the attached schedule.

The undersigned further agrees that, upon written acceptance of this bid, he will within **FIFTEEN** days of receipt of such notice execute a formal contract agreement with the Auburn Area Recreation and Park District, with necessary bonds and certificate and standard form endorsement of insurance. He also agrees that, in the case of default in executing the contract, the proceeds of the check or bond accompanying his bid shall become the property of the Auburn Area Recreation and Park District. The Contractor acknowledges this is a prevailing wage job subject to California Labor Code 1770 – 1780.

The undersigned agrees that, if awarded the contract, he will commence the work upon written notice to proceed and shall diligently prosecute the same to completion before the expiration of **25 working days** from the date of said written notice to proceed.

Bids are to be submitted for the entire work.

**The Auburn Park and Recreation District will award the contract, if at all, to the lowest responsible bidder with the lowest Grand Total as shown on the Bid Schedule.**

The bidder shall set forth each total for the item, and for each lump sum work a total for the item, all in clearly legible Arabic figures in the respective spaces provided for this purpose.

The award of the contract, if it is awarded, will be to the lowest responsible responsive bidder whose bid complies with the requirements set forth herein. The determination of the lowest bid will be evaluated based upon each bidder's Grand Total amount, which is the total sum of the project.

The following quantities are approximate only, being given as a basis for the comparison of bids, and the Auburn Area Recreation and Park District does not expressly or by implication agree that







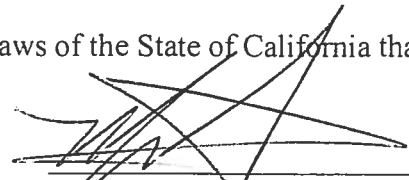


**NONCOLLUSION AFFIDAVIT TO ACCOMPANY PROPOSAL**

Michael Boberg, being first duly sworn, deposes and says that he or she is V.P. of Boberg Hardwood Floors Inc., the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

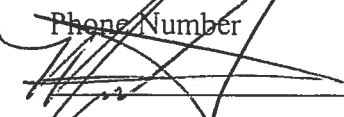
9.18.13  
(Date)

  
(Signature)  
Boberg Hardwood Floors Inc.

Name of Firm  
P.O. Box 304

Loomis, CA 95650  
Business Address

(916) 652-8662

Phone Number  
  
Signature of Responsible Official

- Contractor's License:
- a. Class: C15
  - b. Number: 602002
  - c. Expiration Date: 9.30.2014

**AUBURN AREA RECREATION AND PARK DISTRICT  
STATE OF CALIFORNIA**

**BIDDER'S BOND TO ACCOMPANY PROPOSAL**

KNOW ALL MEN BY THESE PRESENTS,

That we, Boberg Hardwood Floors, Inc., as Principal, and Nationwide Mutual Insurance Company, a corporation authorized to transact a general surety business in the State of California, as Surety, are held and firmly bound unto AUBURN AREA RECREATION AND PARK DISTRICT (hereinafter called the Obligee) in the full and just sum of 10% of amount bid dollars, (\$ 10% bid) for the payment whereof in lawful money of the United States, we bind ourselves, our heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

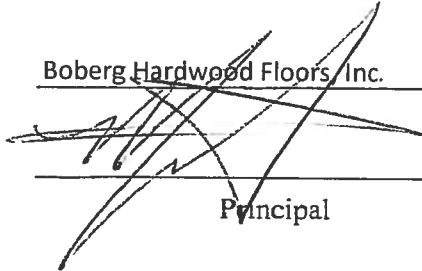
WHEREAS, the said PRINCIPAL has submitted the accompanying bid for:

Demolish existing gym floor and replace with hardwood synthetic with finishes/game lines

NOW, THEREFORE, if the said contract be timely awarded to the Principal and the Principal shall, within such time as may be specified, enter into the contract in writing, and give bond, with surety acceptable to the Obligee for the faithful performance of the said contract, then this obligation shall be void; otherwise to remain in full force and effect.

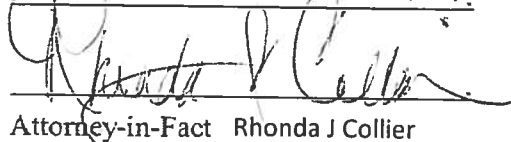
Signed and Sealed this 17th day of September 2013.

Boberg Hardwood Floors, Inc.



Principal

Nationwide Mutual Insurance Company



Attorney-in-Fact Rhonda J Collier

# Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation  
Farmland Mutual Insurance Company, an Iowa corporation  
Nationwide Agribusiness Insurance Company, an Iowa corporation

AMCO Insurance Company, an Iowa corporation  
Allied Property and Casualty Insurance Company, an Iowa corporation  
Depositors Insurance Company, an Iowa corporation

hereinafter referred to severally as the "Company" and collectively as the "Companies," each does hereby make, constitute and appoint:

Rhonda J. Collier Roseville, CA

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

Six Hundred Thousand and no/100

\$600,000.00

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 11<sup>th</sup> day of August, 2009.

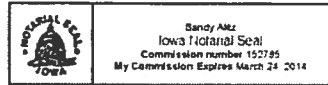


Gary A. Douglas, President and Chief Operating Officer of Nationwide Agribusiness Insurance Company and Farmland Mutual Insurance Company; and Vice President of Nationwide Mutual Insurance Company, AMCO Insurance Company, Allied Property and Casualty Insurance Company, and Depositors Insurance Company

### ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF POLK: ss

On this 11<sup>th</sup> day of August, 2009, before me came the above-named officer for the Companies aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Companies aforesaid, that the seals affixed hereto are the corporate seals of said Companies, and the said corporate seals and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Companies.



Notary Public  
My Commission Expires  
March 24, 2014

### CERTIFICATE

I, Robert W Horner III, Secretary of the Companies, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Gary A. Douglas was on the date of the execution of the foregoing power of attorney the duly elected officer of the Companies, and the corporate seals and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Secretary, and affixed the corporate seals of said Companies this 17<sup>th</sup> day of September, 2013.

Secretary

This Power of Attorney Expires 08/11/2014

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

State of California

County of Placer }

On 9-17-13 before me, Peggy Trusty, Notary Public  
Date Here Insert Name and Title of the Officer

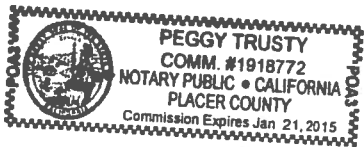
personally appeared Rhonda Collier  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature Peggy Trusty  
Signature of Notary Public



Place Notary Seal Above

**OPTIONAL**

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_

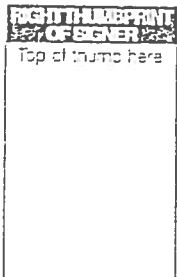
Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_

- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_

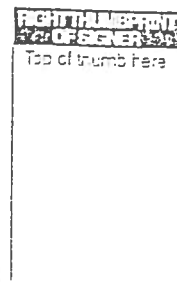


Signer Is Representing: \_\_\_\_\_

\_\_\_\_\_

Signer's Name: \_\_\_\_\_

- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_



Signer Is Representing: \_\_\_\_\_

\_\_\_\_\_

## **9.2 Cover sheet – CVCC roof repair**

**Auburn Area Recreation and Park District (ARD) Acquisition and Development meeting  
September, 2013; Board of Directors meeting September, 2013**

### **The Issue**

Shall the ARD Board of Directors approve an amendment to the FY 13/14 Project List to make repairs to the roof at the Canyon View Community Center?

### **Background**

The Auburn Area Recreation and Park District (ARD) manages the Canyon View Community Center (CVCC) as part of a management agreement with the United States Department of the Interior Bureau of Reclamation (USBR). This management agreement includes the management, development, operation and maintenance of CVCC, Railhead Park and Overlook Park and adjacent properties. This is a 25 year agreement that expires in 2025.

For the past several years, the roof at CVCC has had several leaks. Some of the leaks are substantial, the worst being in the Foothill Room at the south end of the building and in the server/copier room in the office area. Repairs and patches have been made, both by ARD staff and roofing contractors, however the leaks continue to come back. Earlier this month (September, 2013), two more holes and several more roof bubbles have been detected.

The estimated cost to overlay a GAF 60 mil TPO single ply roof membrane is \$40,000. This is the same overlay roof material that was used on the Regional Park bathroom/locker room roof and the Recreation Park maintenance shop roof. Both facilities have experienced no leaks since the installation of this roof membrane. The manufacturer's warranty for this product is 10 years.

Approval will need to be granted from USBR to make these repairs to the roof, however a discussion with USBR staff indicated that an approval can be obtained in a couple of days.

### **Recommendation**

Staff recommends making a \$40,000 amendment the FY 13/14 Project List to include a repair to the CVCC roof.

Staff will go to bid on the project immediately, with a goal of bringing bid results and recommended approval to the October, 2013 Board of Director's meeting.

### **Alternatives Available to the Board**

- 1) Do not approve an amendment to the FY 13/14 Project List.

### **Fiscal Impact**

Approximately \$40,000. This additional project will cause other 10 Year Project List projects to be removed or moved back on the list.

*Attachments*

Amended FY 13/14 Project List

Amended FY 13/14 list of projects from the 10 Year Project List



2013/2014 Project List

PROJECT	Est. Cost	Notes	Est. completion date
<b>Ashford Park</b>			
Restroom Remodel	35,000	Construction drawings 90% complete	Nov-13
Ashford Path Of Travel Renovation	27,000	Project under construction	Oct-13
Path Of Travel Rest Stops	4,000	Install landing reststops along existing paved roadway for ADA compliance	Oct-13
Parking Lot Renovation	40,000	Project under construction	Oct-13
Playground Replacement	68,000	Playground completed and inspected	Jul-13
ADA Signage	500	Install directional signage throughout park	Dec-13
Pond mucking	6,850	Work to begin in October	Oct-13
<b>Recreation Park</b>			
ADA Signage	1,500	Install ADA signage parkwide	Aug-13
Begg's Safety Netting	1,500	Install safety netting over observation area at Begg's Field	Aug-13
Expansion Joint Pool	35,000	Bid award to Tricon Construction. Pre-construction meeting scheduled for Sept. 17	Oct-13
<b>Regional Park</b>			
24 Acres Walking Path - In Kind	235,000	DG pathway constructed by Western Care	Jan-14
MP Field Improvements	12,500	Working with Chris Decker on list of possible improvements and costs	TBD
<b>Canyon View Community Center</b>			
Roof Repair	40,000	Bid opening Oct. 23; Work to begin early November	Dec-13
<b>Railhead Park</b>			
Shade Structure and Hardscape	121,200	Staff working on site plans for submittal to USBR	Jun-14
Playground Replacement	61,000	Staff working on site plans for submittal to USBR. Playground equipment in storage pending install.	Jun-14
<b>Meadow Vista Park</b>			
Pathway Repairs	23,000	Project under construction with completion scheduled for September 13	Sep-13
Pond mucking	18,149	Work to begin in October	Oct-13
Total Projects Fiscal Year	730,199		
Updated September 20, 2013			

## Auburn Recreation District Park Specific Master Plan

### 2013/2014 (Year 1)

Estimated balance 78,031   682,329   269,926   281,076   0   235,000

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<b><i>Ashford</i></b>							
Restroom remodel	35,000			17,500	17,500		
Ashford POT	27,000	0			27,000		
POT rest stops	8,000	8,000					
Parking lot renov	45,000	25,000	20,000				
Playground	63,141			44,000	19,141		
Signage	500		500				
Pond restoration	6,850		6,850				
<b><i>Recreation Park</i></b>							
Signage	1,500		1,500				
Beggs safety netting	1,500		1,500				
Sierra Pool Expansion Joint	54,778		Gen.Fund				
<b><i>Regional 24 acres</i></b>							
24 acres, walking path in kind	235,000						235,000
MP field improve. (goal posts, seeding)	12,500		12,500				
<b><i>Canyon View Community Center</i></b>							
Roof repair	40,000		40,000				
<b><i>Railhead</i></b>							
Playground (incl. USBR fee)	61,218		5,218	38,000	18,000		
Shade Struct.;hardscape; incl. USBR	115,028		3,228	83,800	28,000		
<b><i>Meadow Vista Park</i></b>							
Pathway repairs	24,000		24,000				
Pond restoration	18,149		18,149				
<b>TOTAL</b>	<b>749,164</b>	<b>33,000</b>	<b>133,445</b>	<b>183,300</b>	<b>109,641</b>	<b>0</b>	<b>235,000</b>

**Estimated Balance Remaining** 45,031   548,884   86,626   171,435   0   0

**SECTION: 9.0**

**ITEM: 9.3 ALL-MAIL BALLOT FOR THE 2013 CAPRI  
ELECTION FOR TERMS OF OFFICE  
COMMENCING IN 2014**

**DESCRIPTION:**

**INFORMATION: SEE ATTACHMENT**

**STAFF  
RECOMMENDATION: BOARD OF DIRECTORS REVIEW INFORMATION  
AND VOTE**



DATE: September 10, 2013  
TO: Members, CAPRI  
FROM: Pat Cabulagan, Administrator  
RE: All-Mail Ballot for 2013

Attached is the All-Mail Ballot for the 2013 election, for terms of office commencing in 2014. Each participating member district shall have one vote for each member district category to be elected, and shall vote for its choice of participating member district. The member district receiving the highest number of votes in each category shall designate a representative to serve on the Board of Directors.

All CAPRI Board members must be either a member of the Board of Directors or a management employee of a participating member district, or only one representative from any district may serve on the CAPRI Board at the same time.

The date of the election is September 30, 2013. The district may choose to return its ballot by "certified" or "registered" mail, but the ballot must be received at the CAPRI office prior to the close of business, 5:00 P.M., on September 30, 2013 to be considered valid and be counted. **You must return the original ballot.** Copies of the ballot are not valid and will not be counted.

The All-Mail Ballot was adopted to provide greater participation in the election process. Your vote is important, so please vote for one member district in each category and return your ballot by the September 30, 2013 deadline. Attached is a return envelope for your use. If you choose to use your own envelope, please indicate "ALL-MAIL BALLOT" on the outside, so that all ballots will be opened at the same time.

Thank you for your participation and cooperation in the continued success of CAPRI.

Sincerely,

A handwritten signature in blue ink that reads "Pat Cabulagan". The signature is written in a cursive style.

Pat Cabulagan  
Administrator

PC:rm  
Enclosure  
CERTIFIED MAIL



**CAPRI Board of Directors**

**Election Ballot**

**September 10, 2013**

**Auburn Area Recreation and Park District**

**Membership At Large (vote for one)**

- Carmichael Recreation and Park District.....
- Conejo Recreation and Park District.....
- Hayward Area Recreation and Park District.....
- Valley-Wide Recreation and Park District.....

**Upper One-Third (vote for one)**

- Auburn Area Recreation and Park District.....
- Pleasant Hill Recreation and Park District (incumbent).....
- Sunrise Recreation and Park District.....

**Middle One-Third (vote for one)**

- Arcade Creek Recreation and Park District (incumbent).....

Please Return by **September 30, 2013**. Thank you.

## **9.4 Cover sheet – District Administrator contract amendment - salary**

**Auburn Area Recreation and Park District (ARD) September 2013 Finance Committee meeting; Board of Directors meeting September, 2013**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors approve an amendment to the District Administrator's contract for an increase in salary? Director Smith has requested that this item be considered.

### **Background**

ARD will be implementing a 3% pay increase for employees per the agreement with Local 39 and ARD policy.

Per the existing ARD District Administrator's contract:

#### **3. Salary**

- a. District Administrator's annual salary shall be Eighty-eight thousand eight hundred fifty-seven dollars and sixty cents (\$88,857.60) per year for the term of this contract for performance of the duties of the District Administrator. Said salary shall be payable in twenty-six (26) equal by-weekly payments. When only a portion of any year or month is served, the District Administrator's salary shall be prorated to reflect such service.
- b. In lieu of annual step increases, on September 1<sup>st</sup> of each year, the District Administrator's salary shall be increased by the percentage increase found in CPU-Urban with the consent of the District Administrator, provided the District Administrator's most recent performance evaluation, as required by Section 7, is "satisfactory" or better for the preceding year. Should the District Administrator's evaluation not be "satisfactory" or better, his salary shall not be adjusted.
- c. Further, the Board reserves the right to increase the annual salary of the District Administrator at any time by any amount, with the consent of the District Administrator. Any adjustment in salary made during the life of this contract shall be in the form of a written amendment, and shall become a part of this contract. It is provided, however, that by so amending this contract it shall not be considered that the District has entered into a new contract with the District Administrator.

### **Recommendation for the Board of Directors**

The Finance Committee recommended approving the amendment to the District Administrator's contract.

**Alternatives Available to the Board of Directors**

1. Do not amend to the District Administrator's contract

**Fiscal Impact**

The Fiscal Impact of a 3% increase in the District Administrator's annual salary is \$2,665.73 per year. There is also approximately \$799 in "roll-up" costs, broken out as such:

FICA	6.2%
Med	1.45%
W. Comp	1.61% (*128% exp mod)
457 match	2.5%
CalPERS	18.22%

The total fiscal impact is \$3,464 per year.

**Attachments**

Amendment #1

**Amendment #1 to the contract signed August 30, 2012, between the Auburn Area Recreation and Park District Board of Directors and District Administrator Kahl Muscott per contractual and policy obligated District-wide COLA increases**

Section 3a will be deleted in its entirety and replaced with the following:

3. Salary

- a. District Administrator's annual salary shall be Ninety-one thousand five hundred and twenty dollars (\$91,520.00) per year for the term of this contract for performance of the duties of the District Administrator. Said salary shall be payable in twenty-six (26) equal by-weekly payments. When only a portion of any year or month is served, the District Administrator's salary shall be prorated to reflect such service.



## **10.1 Cover sheet – UPDATE Bicycle Pump Track**

**August, 2013 Acquisition and Development Committee; September, 2013 Board of Directors Meeting.**

### **The Issue**

An update on the Bicycle Pump Track. Director Holbrook requested that an update on the Bike Park be presented at the September, 2013 Board meeting.

### **Background**

The location of a future bicycle pump track has been considered in many different locations. In August, staff inquired with USBR about the possibility of locating the bike park at the eastern end of Overlook Park (see attached aerial photograph). After a cursory review, USBR's initial response is positive. They do have concerns related to slope stability, erosion, impacts to the existing skate park, monitoring of users and tree removal.

Other concerns for the new proposed Overlook Park site include increased noise for houses across the ravine and the ability to keep a portion of the Overlook open for viewing.

At this point, staff and the Bike Park Community Group are moving forward with developing plans and seeking approvals for the new proposed Overlook Park Bike Park site. An updated the timeline for the approvals and construction of a pump track/Bike Park for the new Overlook Park site is attached. Please note the emphasis that these are estimated/approximate dates and are subject to change.

A spreadsheet showing the money raised by the Auburn Bike Park group is also attached.

### **Recommendation:**

Discuss these updates and provide direction for further discussions and/or actions.

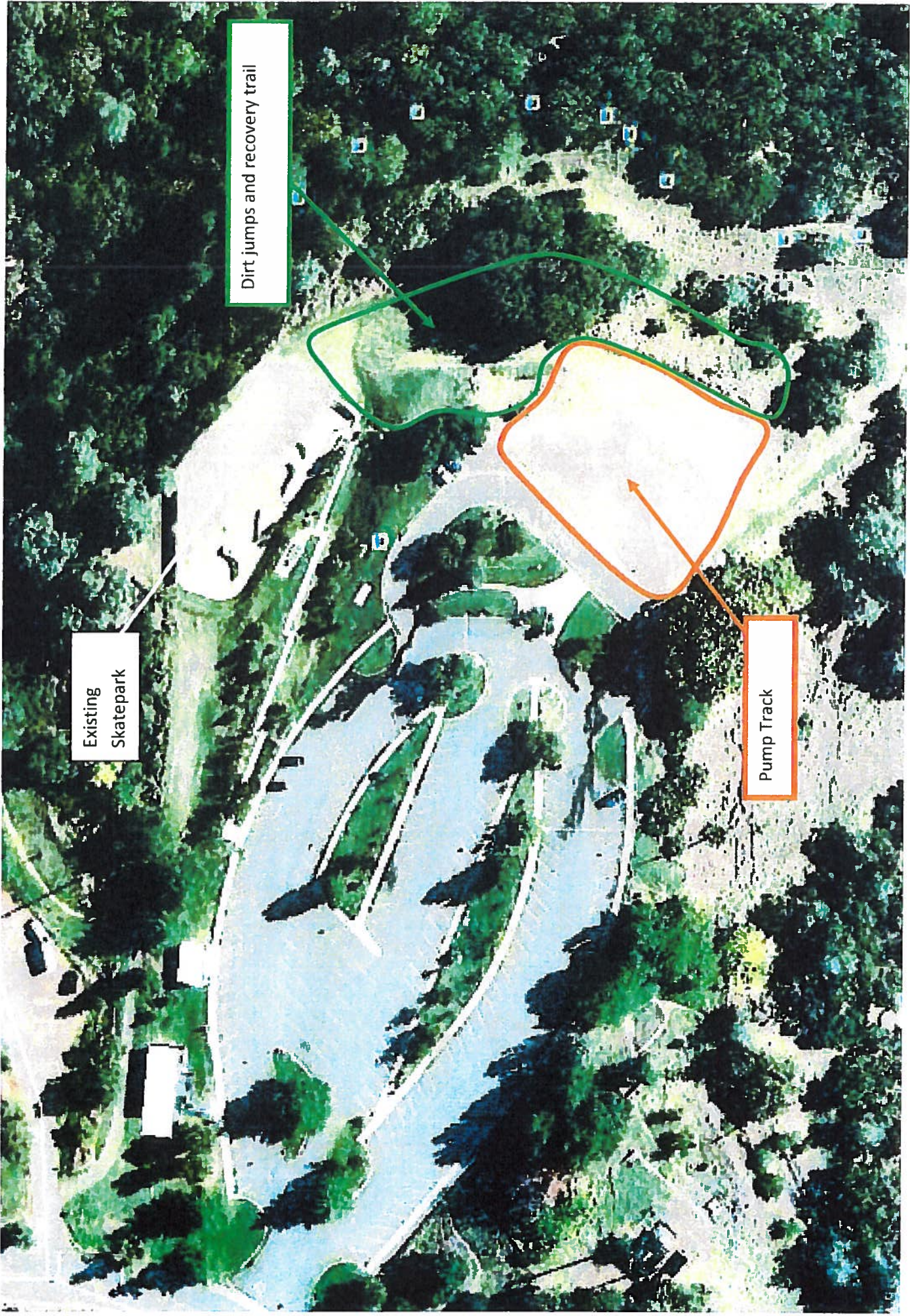
### **Fiscal Impacts:**

Not applicable at this time.

### **Attachments:**

- Aerial photograph of proposed new Bike Park location at Overlook Park
- Photographs of proposed new Bike Park location at Overlook Park
- Updated timeline for approvals/construction of the proposed new Bike Park location at Overlook Park
- Profit and Loss statement of the money raised by the Auburn Bike Park group





Existing  
Skatepark

Dirt jumps and recovery trail

Pump Track

Proposed Bike Park location



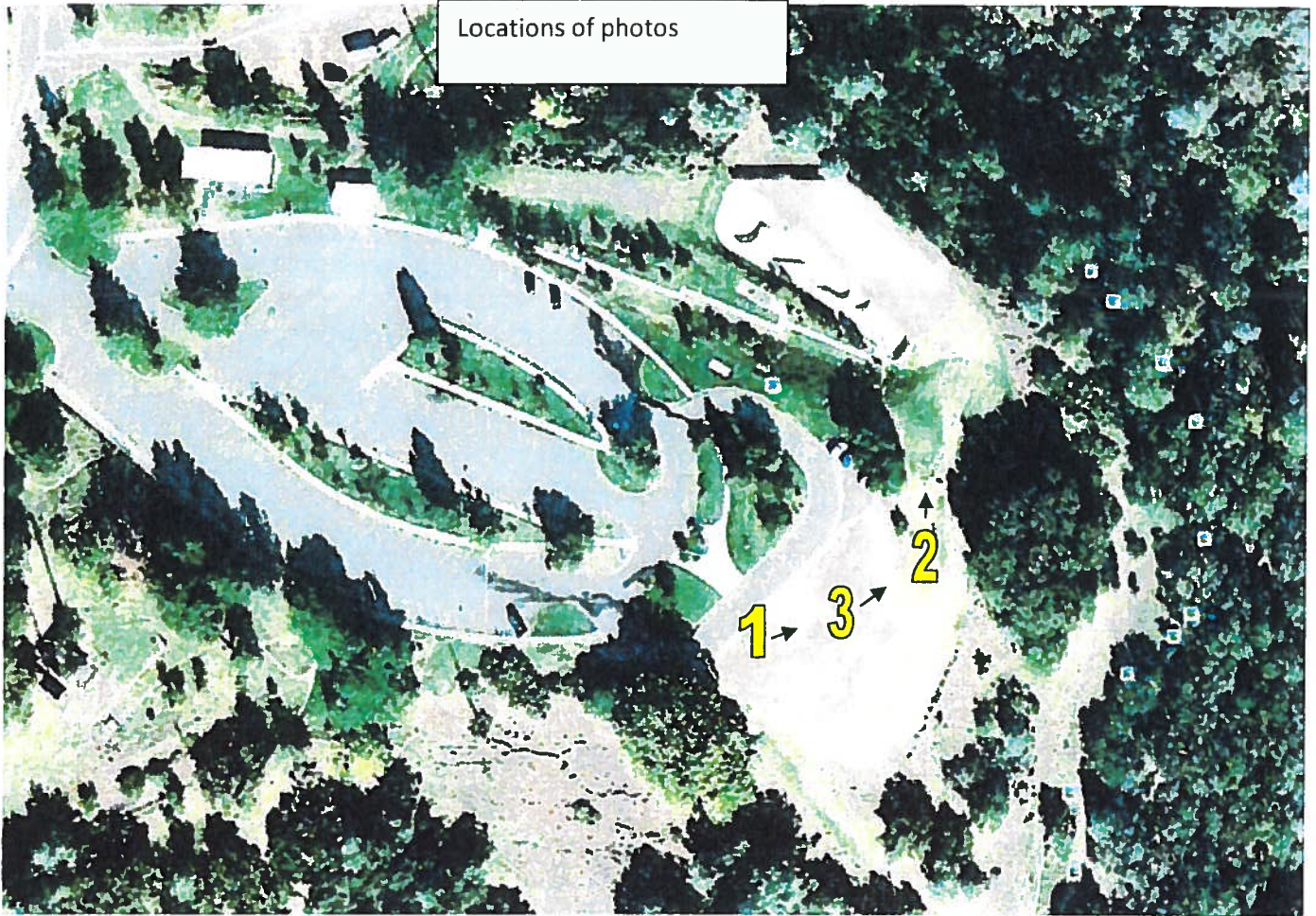




Photo #2



Photo #3



## Pump Track

### Updated September 2013

#### Outline and estimated timeline for development of a proposed pump track ("Bike Park") at Overlook Park

##### Approvals needed

ARD staff

ARD Board of Directors

City of Auburn

United States Bureau of Reclamation (USBR)

##### Permits and review

CEQA

NEPA (completed by USBR)

Storm Water Permit/Erosion Control Plan (via consultant through State of California)

Grading permit – City of Auburn

##### Estimated timeline (ALL DATES ARE SUBJECT TO CHANGE)

Oct. 1	Proposed project sign posted at Overlook Park
Oct. 1	Solicit preliminary estimate on CEQA consultant costs (ARD staff)
Mid/late Nov.	Development of track layout, preliminary site plan (ARD staff, Community Committee)
Dec. 1	35% design completed (Consulted)
Approx. Dec. 9	ARD A&D Committee reviews 35% drawings, approves site location (ARD staff)
Dec. 19	ARD Board of Directors reviews 35% drawings, approves site location; (ARD staff)
Dec. 23	Submit 35% drawings to USBR (ARD staff)
Jan. 2	CEQA review begins (ARD staff, consultant)
Mar. 1	Receive preliminary comments back from USBR
Apr. 1	100% drawings completed per comments from USBR; SWPPP completed (ARD staff, consultant)
Apr. 15	100% drawings sent to USBR (ARD staff, Community Committee)
Apr. 15	100% drawings sent to City of Auburn (ARD staff, Community Committee)
Apr. 15	Submit drawings to State of California for Storm Water Permit (ARD staff/Consultant)
May 1	Receive approvals from City of Auburn
May 15	CEQA completed (ARD staff, Consultant)
May 29, 2014	CEQA hearings and approvals at ARD Board (ARD staff)
July 1	Receive approvals from USBR, State of California
July 15	Go to bid on construction of pump track (ARD staff)
Aug. 28, 2014	ARD Board approves contract for low bid (ARD staff)
Mid Sept., 2014	Begin construction (contractor)
Early Nov., 2014	Pump Track opens (everyone)

**Note: all dates are loose estimates based on the best available information and past experiences.**

**ALL DATES ARE SUBJECT TO CHANGE**

# Auburn Bike Track

## Profit and Loss

Jan 1, 2013 - Sept 9, 2013

### Revenue

Spaghetti Feed Fundraiser	3,738.00	
Golf Tournament Fundraiser	7,563.30	
Food Truck Fiesta Fundraiser	9,944.00	
General Donations	3,145.00	
Other fundraising Revenue	382.00	
<b>Total Revenue</b>		<b>24,772.30</b>

### Expenses

Spaghetti Feed Event Expenses	877.69	
Golf Tournament Event Expenses	2,787.90	
Food Truck Fiesta Event Expenses	3,625.78	
Other fundraising Expenses	1,245.75	
<b>Total Fundraising Expenses</b>		<b>8,537.12</b>
<b>Total Fundraising Profit</b>		<b>16,235.19</b>

Construction in Progress (plan docs)	1,984.84	
<b>Total Construciton in Progress</b>		<b>1,984.84</b>
<b>Total Fund Balance</b>		<b>14,250.35</b>

## **ITEM 10.2 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

Discussion of November and December 2013 Committee and Board meetings.

### **Tentative Schedule for November and December Committee and Board meetings:**

#### **November 2013**

Acquisition & Development Meeting – Monday, November 4, 2013, 4:00 p.m.

Standing Finance Meeting – Wednesday, November 13, 2013, 1:30 p.m.

Program, Personnel, Policy & Fee – Wednesday, November 13, 2013, 2:30 p.m.

Board of Directors Meeting – Thursday, November 21, 2013, 6:00 p.m.

#### **December 2013**

Acquisition & Development – Monday, December 9, 2013, 4:00 p.m.

Standing Finance – Wednesday, December 11, 2013, 1:30 p.m.

Program, Personnel, Policy & Fee – Wednesday, December 11, 2013, 2:30 p.m.

Board of Directors Meeting – Thursday, December 19, 2013, 6:00 p.m.

**SECTION 13.0**

**ITEM: CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

1. Correspondence from Bob Cayton, Community Giving Program Committee, United Auburn Indian Community and response from Kahl Muscott.
2. Correspondence from Barb Webb of Placer Hills Education Foundation.





MIWOK  
MAIDU

United Auburn Indian Community  
of the Auburn Rancheria

---

Gene Whitehouse  
Chairman

John L. Williams  
Vice Chairman

Danny Rey  
Secretary

Brenda Adams  
Treasurer

Calvin Moman  
Council Member

10 August 2013

Kahl Muscott, District Administrator  
Auburn Area Recreation & Park District  
471 Maidu Drive  
Auburn, California 95603

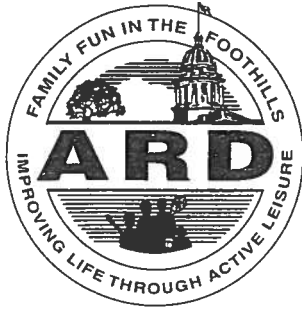
Dear Kahl,

I am delighted to inform you that, at its recent meeting, the Community Giving Committee of the United Auburn Indian Community voted to give a challenge grant of \$5000 to the Friends of the Auburn Area Recreation and Park District. This gift is to be used to provide an incentive for raising the additional funds needed to construct the bicycle park at Railhead Park. In other words, UAIC will match \$1 for every \$2 you raise for the bike park, to a maximum of \$5000. This gift is given in recognition of the difficult job you have undertaken and of the outstanding results you hope to achieve.

When you have raised \$10,000, please send me the verification details and I will forward a check for \$5000 to you. The Committee is very impressed with the work you and your colleagues undertake as well as your demonstrated commitment to provide recreational facilities for the residents of Auburn. We wish you great success in your efforts.

With best wishes

Bob Cayton, Chair  
Community Giving Program Committee



---

*FRIENDS OF THE AUBURN AREA RECREATION AND PARKS, INC.*

---

September 12, 2013

Bob Cayton, Chair  
Community Giving Program Committee  
United Auburn Indian Community  
of the Auburn Rancheria  
10720 Indian Hill Road  
Auburn, CA 95603

Dear Mr. Cayton:

On behalf of the Friends of Auburn Recreation and Parks District (ARD), please find attached our accounting of moneys raised in support of the future Auburn Bike Park. To date we have raised approximately \$16,000 in net proceeds from three events. Most recently we raised approximately \$6,300 in net proceeds from the first annual Food Truck Fiesta event held on August 23, 2013!

We submit this information to meet the requirements of the challenge grant which requires us to raise \$10,000 in order to secure a \$5,000 match for the bike park. The challenge grant was awarded to the Friends of Auburn Recreation and Parks District on August 10, 2013.

We deeply appreciate the support of the United Auburn Indian Community in our efforts to bring a bike park to the Auburn area. As you know, the Auburn Bike Park will provide much-needed recreational opportunities for children, youth and families, encouraging youth to get outside and ride. Bike parks provide a safe environment while allowing riders to build their skills and confidence, all while having fun. The Auburn Bike Park will be a venue where riding and spectating will be a community affair.

We value the support from the community towards this effort. In recognition of your support, the Auburn Bike Park Committee will be listing the United Auburn Indian Community as a Major Donor on the [www.auburnbikepark.com](http://www.auburnbikepark.com) website. We encourage you to visit the website for updates on our progress to build the bike park.

Again, we thank you for your support for the Auburn Bike Park. If you have any questions please do not hesitate to contact me at (530) 885-0611 ext. 103. For your reference, the Friends of ARD tax identification number is 20-3737861.

Sincerely,

A handwritten signature in black ink that reads "Kahl S. Muscott". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Kahl Muscott , President  
Friends of the Auburn Area Recreation and Parks, Inc.

cc: ARD Board of Directors

Attachments:

Bike Park fundraising P&L

UAIC Award Letter Dated August 10, 2013

# Auburn Bike Track

## Profit and Loss

Jan 1, 2013 - Sept 9, 2013

### Revenue

Spaghetti Feed Fundraiser	3,738.00	
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General Donations	3,145.00	
Other fundraising Revenue	382.00	
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<b>Total Fundraising Profit</b>		<b>16,235.19</b>

Construction in Progress (plan docs)	1,984.84	
<b>Total Construcion in Progress</b>		<b>1,984.84</b>
<b>Total Fund Balance</b>		<b>14,250.35</b>



# Placer Hills Education Foundation

*Changing the way we learn*

PRESIDENT  
*Holly Michael*

VICE PRESIDENT  
*Barb Webb*

SECRETARY  
*Michele Senini*

TREASURER  
*Carol Kneppel Pischel*

DIRECTORS  
*Jeff McMenomey*  
*Christine Wallaugh*  
*Sheriff Ed Bonner*  
*Supervisor Jemifer*  
*Montgomery*  
*Christina Olson*  
*Bonny Starr*

## OUR MISSION

To build support and provide resources to preserve and enrich a 21<sup>st</sup> century education for all Sierra Hills and Weimar Hill School students. In partnership with the community and the school district, PHEF strives to change the way we learn by using state of the art tools and technology.

PHEF is a 501(c)(3) non-profit organization.

September 18, 2013

Dear Auburn Recreation District Board Members,

Thank you so much for your donation for use of the Meadow Vista Park for the Placer Hills Education Foundation BBQ & Brew fundraiser on Saturday, September 14, 2013. This was the first time our organization had done an event like this and thanks to your facility, beautiful weather, thoughtful planning and great music, we had an amazing evening. The Meadow Vista Community came together and raised almost \$8000 to go towards enrichment programs that benefit the students in our school district.

I'd also like to recognize the wonderful staff that I worked with from ARD. Manouch, Pat and Dan were all a pleasure to work with and very helpful. You are lucky to have such great guys working for you and representing ARD to the Placer County Community.

Please keep your eye out for an advertisement we put in the Meadow Vista View Magazine, recognizing you for your sponsorship. The Placer Hills Education Foundation thanks you for your support and we hope to work with you again in the future!

Sincerely,

Barb Webb

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Monday Sep 02 2013 | 0 comments

## Down and dirty: The Great Auburn Obstacle Scramble returns

By: Special to the Journal

2

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The Great Auburn Obstacle Scramble is coming back to town, thanks to the Auburn Area Recreation and Park District (ARD).

The challenging obstacle course race is set for Saturday, Sept. 28 at Regional Park off of Highway 49 and Dry Creek Road.

This year's race will have contestants running, jumping, crawling, lifting and balancing their way through course of more than two miles that will wind through Regional Park and the undeveloped 24-acre parcel that sits adjacent to the park. Obstacles include over/under hurdles, mini-wooden walls, **tire** running, pulling yourself across water in an inflatable raft, creek crossing, archery, weighted sled pull, tire flipping and the infamous mud pit.



Runners will also face a series of smaller obstacles throughout the run.

ARD District Administrator Kahl Muscott said that this year's race offers something for everyone, from beginners to seasoned athletes.

"This is the obstacle course race for anyone who has ever wanted to try obstacle racing," Muscott said. "At the same time, seasoned athletes, including some of our area's endurance athletes, will be put to the test. Our course is challenging, but it is most definitely a race that can be **completed** by all who enter."

Bridget Powers, an endurance athlete and Auburn City councilwoman, competed in the 2012 event.

"The Great Auburn Obstacle Scramble was fun and challenging yet not so hard that all levels of fitness will enjoy the fun experience," Powers said. "I had so much fun I was even smiling while crawling in the mud."

Matthew Spokely, an Auburn resident, took part in the event with his two daughters last year. Remembering last year's race, the Spokely family recalled having a blast.

"Getting muddy and running with friends —now that's a good time," said Annika Spokely, 14. "It was so fun, we ran it twice."

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Added 12-year-old Eralise Spokely: "I loved doing this with my dad and going in the mud pit. We had a great time."

More information and [registration](#) details on the Great Auburn Obstacle Scramble can be found at [auburnrec.com/event-page/obstacle-scramble](http://auburnrec.com/event-page/obstacle-scramble).

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Tuesday Sep 03 2013 | 3 comments

## Auburn bike park drive gains traction

Bureau of Reclamation signals it has no major issues with Overlook location

By: Gus Thomson, Reporter/Media Life columnist



Efforts to build a new bike park in Auburn are moving closer to securing an Overlook Park site. Auburn Recreation District officials heard Thursday that the U.S. Bureau of Reclamation, which owns the site as part of the long-dormant Auburn dam project, has no initial objections.



District Administrator Kahl Muscott said Friday that bureau staff had contacted the district this past week to respond to questions on whether there would be any impediments to locating a dirt track facility for cyclists at the Pacific Avenue park site overlooking the American River canyon. "They have some concerns about trees and controlling erosion, but as far as the site goes, they have indicated no concerns," Muscott said. "That's great news."

The Auburn Recreation District leases land for soccer fields at the site from the Bureau of Reclamation and needs a federal government signoff on the project. Muscott said the initial bureau statement now allows bike-park supporters and the district to move further into the planning process to get the park built at Overlook Park.

The bike park cause was also bolstered by an unofficial tally of proceeds from the Aug. 23 Food Truck Fiesta at Recreation Park, which raised about \$6,600 for the project. Muscott said the bike park is expected to cost in the range of \$40,000 to \$50,000.

Diana Boyer, coordinator of the Auburn Bike Park Committee, said the turnout at the food truck event in support of the bike park was a pleasant surprise.

"A lot of bike supporters were there and there was something for everyone," Boyer said.

Strong support also came from vendors who provided some, or all, of their proceeds from food truck, local winery and Auburn Ale House sales, she said. Auburn's Victory Velo Bike Shop provided a bike for a raffle.

The bureau stance early on is a big plus, she said.

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"We still have a few more steps to go, but it's still great news," Boyer said. The bike park effort has raised a total of \$21,000. Boyer said that the group is hoping to also get donations for materials, such as fencing, water pipes and dirt as the project moves forward.

Optimistically, the bike park could be open as soon as next summer, she said. "We hope to provide a free recreational opportunity for kids of all ages to improve their riding skills on a dirt track," Boyer said. Boyer said the next big step is to get a formal endorsement from the Auburn Recreation District on the Overlook Park site.

Recreation District Director Scott Holbrook said the district will be going out to seek community opinion on the Overlook Park site now that the bureau has given a preliminary nod of approval. "The fundraising from the Food Truck Fiesta was a big boost," Holbrook said. "And it's a great location that I think the staff and board, overall, is comfortable moving forward with. But it is a community area and we just want to make sure everyone is brought in and sold on it."

Holbrook said the project is moving ahead at a good pace. "The passion of its supporters is a great motivator," Holbrook said. "We get requests all the time. Passion really helps make things happen."

**Keywords:**

[Auburn Recreation District](#) [U.S. Bureau of Reclamation](#) [overlook park](#) [Auburn Bike Park](#) [Kahl Muscott](#)

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**Carrie Moley** Cadence Design  
My sons will be soon excited when I tell them about this! It is really great news!  
[Reply](#) [1 Like](#) Yesterday at 6:58am

**Pablo Sust** Top Commenter  
A bike park would be a fantastic addition to the area.  
[Reply](#) [1 Like](#) Yesterday at 6:16am

**Darren Johnson** Top Commenter  
The U.S. Bureau of Reclamation forgot they even owned the land until someone spoke up asking about it. Their main concern probably was that someone might crash off of the track and drown in the lake or that the track might obstruct access to the dam. Also, for being killjoys I think Union Pacific should donate money to the construction of this bike park being that they Scrooged the original "park" that the locals used. I am sure the City Council has plenty of dirt they would be willing to donate.  
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# Auburn Journal



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Sunday Sep 08 2013 | 7 comments

## Reader input: Pump track location still undecided

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Tuesday's Journal article ("Bike park drive gains traction," Sept. 3) regarding Auburn Recreation District's proposed pump track, while technically correct, may have misled the community into believing it is a "done deal" and individuals will be rolling through the course at the first signs of spring. To the contrary, ARD is just now exploring various options as to the location of the project, which is still being reviewed by the Acquisition and Development Committee (Directors Jim Gray and Gordon Ainsleigh) that has to yet make a recommendation to the full board. As Director Scott Holbrook mentioned in the article, ARD is seeking community input regarding a location for the track.

For those of you who may remember, a decision on the location of the now-very-successful Ashley Memorial Dog Park was arrived at only after several public meetings, with a sizeable contingent of individuals debating where the dog park should be located. There were at least four locations proposed, each receiving a great deal of community/public agency input.

The proposed location of the pump track mentioned in your article has many positive aspects associated with it. One very serious drawback is the "people" noise it will generate. Remembering back to the addition of the Skate Park, located at Overlook, there was public outcry over the noise it generated. ARD invested \$70,000 in a sound barrier wall that, after erected, only partially mitigated the problem. Those same neighbors will be exposed to the noise generated by a pump track.

This letter is in no way meant to put a wet blanket on the proposed location. It is only meant to reiterate that ARD has not yet begun to formalize the plans or location for the proposed track. There are many meetings, hearings, and outreach efforts still to be addressed before a final location is determined. If you are interested, please watch for announcements of public hearings and let ARD know what you think of ideas put forth. ARD is here to serve the entire community, and we can't do that if we don't know what you are thinking.

Curt Smith, director, ARD, Auburn

#### Keywords:

Curt Smith Auburn Recreation District pump track

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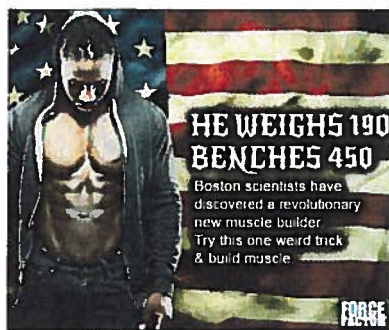
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## Reader Input: 'People noise' a recreational given



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Sunday's Reader Input by Auburn Recreation Director Curt Smith raised "one very serious drawback" to the proposed bike park being the "people noise" such a park will generate ("Pump track location still undecided").

The example given was the addition, several years ago, of the skate park at Overlook (Park). This is an unfortunate and unfair comparison. Skateboards on concrete ramps certainly do make some noise, but rubber bike tires on dirt tracks make very little noise.

The "people noise" is to be expected from any outdoor park facility. In this case, it will be kids giggling as they ride on the dirt track, and their parents encouraging their youngsters on their bikes.

Experience from surrounding bike parks such as in Truckee show these parks are not a nuisance to the community. To the contrary, a bike park at Overlook Park, or at any ARD park facility for that matter, will provide an opportunity for kids and



families to get outside and be active.

Tuesdays' article ("Bike park drive gains traction," Journal, Sept. 3) accurately reflected that we have many more steps to go before finalizing the bike park location. The Auburn Bike Park Committee has been looking for over a year at several locations with the guidance of ARD staff and board members. We have narrowed these options to a location that can be readily and safely accessed by kids from the nearby schools and neighborhoods, and is a complement to the skate park.

We are now drafting a site plan that will be vetted by the feds, ARD and the community. We welcome community input so that we can build a bike park that will serve as another excellent recreational opportunity for Auburn area residents.

Diana Boyer, Auburn Bike Park Committee coordinator, Auburn

### Keywords:

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# Do you think Auburn should have a bike park?



**WENDY CUTLER**  
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"I think it would be great. Instead of bikers riding on concrete at the skate park, a bike park with a dirt track would be safer and more user-friendly."



**MATT MORRIS**  
AUBURN

"Sure, anything that keeps kids busy and out of trouble sounds great."



**MARY O'BRIEN**  
FAIRFAX

"Yes. Biking is a great sport and great exercise. All ages could utilize a bike park, and it would be good for the economy."



**JOHN CONTERNO**  
AUBURN

"I think it would be a good idea because bikers need bigger parks than skaters. I'm a skater, and from my experience, bikers ruin skate parks by cracking the concrete when they fall. It would be good if they had their own place."



**BRETT DANZ**  
FORESTHILL

"If there is no liability to the city, then I think it's a good idea for the kids. They need something to do."