

**ADVISORY BOARD OF DIRECTORS
AGENDA**

Special Meeting
Tuesday, August 6, 2019 at 6pm
Mission Oaks Community Center
4701 Gibbons Drive, Carmichael, 95608



Call to Order: 6pm
Pledge of Allegiance:
Roll Call:
Chairperson's Comments:
Board Comments/Discussion:

Public Comment: *Members of the public may address the Board on District topics not listed on this agenda. It is a violation of state law for the Board to discuss or act on non-agenda items. Board members may only briefly ask clarifying questions or refer matters to staff. Speakers are limited to three (3) minutes.*

***Denotes agenda items with attached information**

Information:

1. Mission Oaks Recreation and Park District (MORPD) Park Patrol Reports *
2. Administrative Division Report
3. Recreation Division Report *
4. Parks Division Report
5. Information Re: Statewide Community Infrastructure Program (SCIP) provided by California Statewide Communities Development Authority (CSCDA) *

Discussion:

6. Administrative Leave Policy *

Consent:

7. Approval of July 23, 2019 Special Meeting Minutes *

Action Items:

8. Approve the Proposed Mission Oaks Recreation and Park District General Fund Budget (336a) for FY 2019-20 *
9. Approve the Proposed Mission Oaks Maintenance & Improvement District Budget (336b) for FY 2019-20 *

Staff Comments/Reports:

Next Regular Meeting: Tuesday, September 10, 2019 at 6pm at Mission Oaks Community Center.

Mission Oaks Recreation and Park District does not discriminate against persons with disabilities and offers an accessible facility. If you wish to attend this meeting and will require assistance to participate, please contact Debra Tierney at 916-359-1601 or 916-359-2890 no later than 24 hours prior to the meeting.

This agenda was posted and available for public review at the District Office, 3344 Mission Avenue, Carmichael, CA 95608; at Mission Oaks Community Center, 4701 Gibbons Dr., Carmichael, CA 95608; and at Swanston Community Center, 2350 Northrop Way, Sacramento, CA 95825 at least 72 hours in advance of the Regular Meeting, in accordance with the Ralph M. Brown Act. The agenda is also available online at MORPD.com. *Signed August 2, 2019, Debra Tierney, Clerk of the Board.*

Chairperson Rick Morin
Clerk Jeff Rothberg

Advisory Board Members

Vice Chairperson Bernard Donnelly
Member Nghia Nguyen

STAFF REPORT



DATE: July 29, 2019

TO: MORPD Advisory Board of Directors

FROM: Daniel Barton, District Administrator

SUBJECT: Mission Oaks Recreation and Park District (MORPD)
Park Patrol Reports

Attached are the July park patrol activity reports for July 1-28, 2019 from Fulton El Camino Park Police and the Mission Oaks Park Patrol (Sacramento County Off-Duty Sheriff's) for July 25, 26 and 27, 2019.

Monthly activity report for: Mission Oaks Recreation and Park District
Reporting Period: 2019-07-01 to 2019-07-29

Ashton Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Cowan Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Del Paso Manor

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Eastern Oak Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2019-07-08 19:56

V1: 5204(a) CVC Current registration tabs not properly displayed

2) Date/Time: 2019-07-27 21:50

V1: 9.36.065(e) SCO Parking in park after hours

3) Date/Time: 2019-07-27 21:47

V1: 9.36.065(e) SCO Parking in park after hours

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Gibbons Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2019-07-08 20:23

V1: 5200(a) CVC Display of two license plates required

2) Date/Time: 2019-07-10 18:20

V1: 4000(a) CVC No current registration

3) Date/Time: 2019-07-10 20:22

V1: 4000(a) CVC No current registration

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Greer / Winthers**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Hazelwood Greens**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Maddox Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Mission North Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2019-07-10 18:11

V1: 5204(a) CVC Current registration tabs not properly displayed

2) Date/Time: 2019-07-27 12:56

V1: 4000(a) CVC No current registration

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Oak Meadow Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Off Property**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Orville Wright Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Shelfield Park**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Sierra Oaks**Notice To Appear Issued**

No NTAs issued during this reporting period.

Parking Citations Issued

1) Date/Time: 2019-07-10 17:22

V1: 4000(a) CVC No current registration

2) Date/Time: 2019-07-20 14:13

V1: 5200(a) CVC Display of two license plates required

3) Date/Time: 2019-07-20 14:10

V1: 5200(a) CVC Display of two license plates required

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Swanston Park

Notice To Appear Issued

1) Date/Time: 2019-07-20 13:50

Violation 1: 9.76.030 SCO SHOPPING CART, Severity: Inf

Parking Citations Issued

1) Date/Time: 2019-07-08 19:05

V1: 4000(a) CVC No current registration

2) Date/Time: 2019-07-08 17:03

V1: 4000(a) CVC No current registration

3) Date/Time: 2019-07-10 17:32

V1: 4000(a) CVC No current registration

4) Date/Time: 2019-07-10 17:25

V1: 4000(a) CVC No current registration

V2: 5204(a) CVC Current registration tabs not properly displayed

5) Date/Time: 2019-07-13 13:29

V1: 4000(a) CVC No current registration

6) Date/Time: 2019-07-13 13:24

V1: 4000(a) CVC No current registration

7) Date/Time: 2019-07-17 15:57

V1: 5200(a) CVC Display of two license plates required

8) Date/Time: 2019-07-17 15:32

V1: 4000(a) CVC No current registration

V2: 5200(a) CVC Display of two license plates required

9) Date/Time: 2019-07-20 14:09

V1: 5200(a) CVC Display of two license plates required

10) Date/Time: 2019-07-20 13:59

V1: 4000(a) CVC No current registration

11) Date/Time: 2019-07-21 11:04

V1: 4000(a) CVC No current registration

12) Date/Time: 2019-07-22 13:53

V1: 4000(a) CVC No current registration

13) Date/Time: 2019-07-24 17:50

V1: 4000(a) CVC No current registration

V2: 5200(a) CVC Display of two license plates required

14) Date/Time: 2019-07-24 17:39

V1: 5200(a) CVC Display of two license plates required

15) Date/Time: 2019-07-24 17:34

V1: 4000(a) CVC No current registration

16) Date/Time: 2019-07-27 12:31

V1: 5200(a) CVC Display of two license plates required

17) Date/Time: 2019-07-27 12:16

V1: 4000(a) CVC No current registration

18) Date/Time: 2019-07-27 12:11

V1: 4000(a) CVC No current registration

19) Date/Time: 2019-07-28 12:38

V1: 5200(a) CVC Display of two license plates required

20) Date/Time: 2019-07-28 12:29

V1: 4000(a) CVC No current registration

21) Date/Time: 2019-07-28 12:23

V1: 4000(a) CVC No current registration

V2: 5204(a) CVC Current registration tabs not properly displayed

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Valley Oak Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Windemere Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

NOTE: The following specific information is not authorized for release to the public and is not to be included on this form: Complainant/Suspect Name, Address (street name or intersection ok) TEL, VLN, OLN and X-ref.

Log On Time 1635	Mission Oaks Park Patrol Off-Duty Patrol Log Send to: tjnewman@morpd.com				Job Start Time 1700
Start Mileage 80023					Job End Time 2300
Log Off Time 2243	Officer No. 1 MADRIAGO	Badge # 1337	Officer No. 2	Badge #	Call Sign MO4
End Mileage 80138					
Date 07/25/19	Vehicle Location NAS		Vehicle Number 343		

Arrive	Clear	Location	Activity	Disposition
1647	1710	N MISSION PARK	PARK IS FULL AND SUPPER BUSY	RESTROOMS OPEN, CHECKED CLEAR
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
1725	1800	GIDBSON PARK AND EASTERN PARK	PARK AND PARKING LOT IS FULL,	RESTROOMS OPEN CHK LEAR, PARK CHECKS CLEAR
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
1820	1945	WINDMERE PARK, SHELFIELD, MADDOX PARKS	PARKS ARE EMPTY/ NOTHING SUSPICIOUS IN OR AROUND THE PARKS	CHKS CLEAR
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2010	2040	ASHTON PARK	PARK IS STILL OPEN BUT NOI PEOPLE IN THE PARK	RESTROOMS LOCKED//
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2120	2145	OAK MEADOW PARK	PARK IS EMPTY // NO SUSPICIOUS VEHICLES OR PEOPLE AROUND THE PARK	CHKS CLEAR
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2200	2215	SWANSTON PARK	PARK IS EMPTY, GATES NOT LOCKED	RESTROOMS LOCKED
2225	2240	VALLEY OAK PARK	PARK GATES NOT LOCKED. LOT EMPTY. NOTHING SUSPICIOUS	Report Number
			Complainant	

NOTE: The following specific information is not authorized for release to the public and is not to be included on this form: Complainant/Suspect Name, Address (street name or intersection ok) TEL, VLN, OLN and X-ref.

Log On Time 1709	Mission Oaks Park Patrol Off-Duty Patrol Log Send to: tjnewman@morpd.com				Job Start Time 1700	
Start Mileage 77262					Job End Time 2300	
Log Off Time 2301	Officer No. 1 MADRIAGO	Badge # 1337	Officer No. 2	Badge # 1337	Call Sign MO4	
End Mileage 77358						
Date	07/20/2019	Vehicle Location	NAS		Vehicle Number	122-336

Arrive	Clear	Location	Activity	Disposition
1715	1738	N MISSION PARK	PARK IS FULL AND SUPPER BUSY	RESTROOMS OPEN, CHECKED CLEAR
			SPOKE WITH SEVERAL PARKGOERS, NO ISSUES REPORTED	
			Complainant	

Arrive	Clear	Location	Activity	Disposition
1805	1945	GIBBSON PARK AND EASTERN PARK	PARK AND PARKING LOT IS FULL,	RESTROOMS OPEN CHK LEAR, PARK CHECKS CLEAR
			PASSED JUNIOR DEPUTY STICKERS, EVERYTHING IS OK	
			Complainant	

Arrive	Clear	Location	Activity	Disposition
1950	2030	WINDMERE PARK, SHELFIELD, MADDOX PARKS	PARKS ARE EMPTY/ NOTHING SUSPICIOUS IN OR AROUND THE PARKS	CHKS CLEAR
				Report Number
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2040	2110	ASHTON PARK	PARK IS STILL OPEN BUT NOI PEOPLE IN THE PARK	RESTROOMS LOCKED//
				Report Number
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2120	2145	OAK MEADOW PARK	PARK IS EMPTY // NO SUSPICIOUS VEHICLES OR PEOPLE AROUND THE PARK	CHKS CLEAR
				Report Number
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2200	2225	SWANSTON PARK	PARK IS EMPTY, GATES NOT LOCKED YET, PERIMETER CKS/CLEAR. VEHICLE PARKED IN THE BACK OF THE LOT. THE VEHICLE CHECKE CLEAR	RESTROOMS LOCKED
2240	2300	VALLEY OAK PARK	PARK GATES ARE NOT LOCKED. I WALKED THE PERIMETER AND FOUND NOTHEING SUSPICIOUS. NO VEHICLES PARKED OUTSIDE THE PARK GATES	Report Number
			Complainant	

NOTE: The following specific information is not authorized for release to the public and is not to be included on this form: Complainant/Suspect Name, Address (street name or intersection ok) TEL, VLN, OLN and X-ref.

Log On Time 1740	Mission Oaks Park Patrol Off-Duty Patrol Log Send to: tjnewman@morpd.com				Job Start Time 1800
Start Mileage 78837					Job End Time 0000
Log Off Time 0020	Officer No. 1 OSADCHIK	Badge # 1183	Officer No. 2	Badge #	Call Sign MO4
End Mileage 78912					
Date 7/27/19	Vehicle Location NAS		Vehicle Number 343		

Arrive	Clear	Location	Activity	Disposition
1800	1840	N MISSION PARK	PARK IS FULL AND SUPPER BUSY	RESTROOMS OPEN, CHECKED CLEAR
			SPOKE WITH SEVERAL PARKGOERS, NO ISSUES REPORTED	
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
1900	1945	GIBSON PARK AND EASTERN PARK	PARK AND PARKING LOT IS FULL,	RESTROOMS OPEN CHK LEAR, PARK CHECKS CLEAR
			PASSED JUNIOR DEPUTY STICKERS, EVERYTHING IS OK	
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
1950	2030	WINDMERE PARK, SHELFIELD, MADDOX PARKS	PARKS ARE EMPTY/ NOTHING SUSPICIOUS IN OR AROUND THE PARKS	CHKS CLEAR
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
2040	2110	ASHTON PARK	PARK IS STILL OPEN BUT NOI PEOPLE IN THE PARK	RESTROOMS LOCKED//
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
2120	2145	OAK MEADOW PARK	PARK IS EMPTY // NO SUSPICIOUS VEHICLES OR PEOPLE AROUND THE PARK	CHKS CLEAR
2315	2330	OAK MEADOW PARK	NOTHING SUSPICIOUS AT OR AROUND THE PARK	Report Number
			Complainant	

Arrive	Clear	Location	Activity	Disposition
2200	2225	SWANSTON PARK	PARK IS EMPTY, GATES NOT LOCKED YET, PERIMETER CKS/CLEAR. VEHICLE PARKED IN THE BACK OF THE LOT. THE VEHICLE CHECKE CLEAR	RESTROOMS LOCKED

NOTE: The following specific information is not authorized for release to the public and is not to be included on this form: Complainant/Suspect Name, Address (street name or intersection ok) TEL, VLN, OLN and X-ref.

2240	2300	VALLEY OAK PARK	PARK GATES ARE NOT LOCKED. I WALKED THE PERIMETER AND FOUND NO THEING SUSPICIOUS. NO VEHICLES PARKED OUTSIDE THE PARK GATES	Report Number
			Complainant	

NOTE: The following specific information is not authorized for release to the public and is not to be included on this form: Complainant/Suspect Name, Address (street name or intersection ok) TEL, VLN, OLN and X-ref.

Log On Time 1645	Mission Oaks Park Patrol Off-Duty Patrol Log Send to: tjnewman@morpd.com				Job Start Time 1700
Start Mileage 78285					Job End Time 2300
Log Off Time 2300	Officer No. 1 OSADCHIK	Badge # 1183	Officer No. 2	Badge #	Call Sign MO4
End Mileage 78317					
Date 7/26/19	Vehicle Location NAS			Vehicle Number 343	

Arrive	Clear	Location	Activity	Disposition
1700	1715	GIBBONS PARK	PARK IS FULL AND SUPPER BUSY	RESTROOMS OPEN, CHECKED CLEAR
			SPOKE WITH SEVERAL PARKGOERS, NO ISSUES REPORTED	
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
1800	1830	N MISSION PARK	PARK AND PARKING LOT IS FULL,	RESTROOMS OPEN CHK LEAR, PARK CHECKS CLEAR
			PASSED JUNIOR DEPUTY STICKERS, EVERYTHING IS OK	
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
1950	2030	WINDMERE PARK, SHELFIELD, MADDOX PARKS	PARKS ARE EMPTY/ NOTHING SUSPICIOUS IN OR AROUND THE PARKS	CHKS CLEAR
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
2040	2110	ASHTON PARK	PARK IS STILL OPEN AND PEOPLE ARE IN THE PARK	RESTROOMS LOCKED//
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
2120	2145	OAK MEADOW PARK	PARK TOTALLY CLEAR// NO SUSPICIOUS VEHICLES OR PEOPLE AROUND THE PARK	CHKS CLEAR
			Complainant	Report Number

Arrive	Clear	Location	Activity	Disposition
2200	2225	SWANSTON PARK	PARK IS EMPTY, GATES NOT LOCKED YET, PERIMETER CKS/CLEAR. VEHICLE PARKED IN THE BACK OF THE LOT. THE VEHICLE CHECKE CLEAR	RESTROOMS LOCKED

NOTE: The following specific information is not authorized for release to the public and is not to be included on this form: Complainant/Suspect Name, Address (street name or intersection ok) TEL, VLN, OLN and X-ref.

2240	2300	VALLEY OAK PARK	PARK GATES ARE NOT LOCKED. I WALKED THE PERIMETER AND FOUND NO THEING SUSPICIOUS. NO VEHICLES PARKED OUTSIDE THE PARK GATES	Report Number
			Complainant	



STAFF REPORT

DATE: July 29, 2019
TO: MORPD Advisory Board of Directors
FROM: Barry Ross, Recreation Superintendent
SUBJECT: Recreation Division Report

UPCOMING EVENTS:

- August 6: **National Night Out** at Gibbons Park, 5:30-8pm.
MORPD has teamed up with the Mission Oaks North Neighborhood Association (MONNA) to host the first National Night Out at Gibbons Park. There will be live music by Marty Cohen & The Sidekicks, food trucks (Joe's American Classics and Hagen's Freeze), face-painting, and safety-themed vendors.
- August 9: **Movie in the Park** at Swanston Park from 7-9:30pm.
MORPD is excited to show the Academy Award winning animated feature film **Spider-Man: Into the Spider-Verse** this summer. The movie will begin soon after sunset.
- August 24: **Maddox Park Community Picnic and Concert** at Maddox Park from 5-9:30pm.
MORPD is collaborating with the Maddox Park neighborhood to facilitate their 6th annual community picnic. There will be live music with Todd Morgan, a food truck, water slides, games, and plenty of additional food. The picnic begins at 5pm, and the concert runs from 6:30-9:30pm.

YOUTH PROGRAM HIGHLIGHTS:

- Our five **Summer Camps** began on June 17 and will conclude on August 9. *Camp Have-A-Lot-Of-Fun* (Mission North Park), *Camp Kids* (Ashton Park and Gibbons Park), *Camp Oak Wood* (Swanston Park), and *Project HYPE* (Valley Oak Park) each have fun weekly themes and strong attendance.
- With the new school year beginning on August 15, we are hiring and training staff and preparing for our **After School Adventures, Bridges, Preschool** and **Fall Sports** programs.
- **Cameron Wiggins** began as our new Recreation Coordinator on July 22. Cameron will be working primarily with Bridges, youth sports, summer camps, and teen programming. Cameron is a recent graduate of Saint Mary's College, and we are happy to have him on our Mission Oaks team.

ADULT & SENIOR PROGRAMMING:

- For a listing of our adult and senior clubs, activities, dance and fitness classes, please visit our website: www.morpd.com.

STAFF REPORT



DATE: July 29, 2019

TO: MORPD Advisory Board of Directors

FROM: Daniel Barton, District Administrator

SUBJECT: Information Re: Statewide Community Infrastructure Program (SCIP) provided by California Statewide Communities Development Authority (CSCDA) *

INFORMATION:

I was contacted recently by a developer in our community wanting to use the SCIP program which the County of Sacramento is currently using. I contacted the County and I have been working with the County and the developer to possibly bring the program to Mission Oaks Recreation & Parks District. I have gathered information and I'm presenting that information to you to decide if the District would like to participate in the SCIP program?

What is SCIP? The Statewide Community Infrastructure Program (SCIP), which is a program provided by the California Statewide Communities Development Authority (CSCDA) to help finance development projects. SCIP is a pooled tax-exempt bond financing program which can finance impact fees and public improvements for private developments.

How does it work? The program finances development impact fees and other public infrastructure with long-term assessments (like a Mello-Roos tax) levied on the development property.

Why do developers want to use SCIP? Using SCIP can assist in project cash flow by providing low-cost tax-exempt financing of development impact fees and direct infrastructure financing. This allows smaller projects to have access to tax exempt financing. Property owners have the option to pay off the assessment at any time within the 30-year maximum period.

What does this mean to the MORPD District? MORPD would receive our impact fees up front and would not have to wait for the sale of the property to get our impact fees.

What is the possible downside of SCIP to the MORPD District? MORPD would be given the impact fees upfront however, would need to spend the funds within 3 years of receiving them (normally MORPD would have 5-7 years to spend impact fees). Impact fees can only be spent on specific things such as expanding playgrounds and buildings due to increase of population because of the development.

RECOMMENDATION:

Staff asks the Advisory Board to look over all the information about the SCIP program and ask any questions they may have. Staff would then like the Advisory Board to give staff direction on if they need more information or would they want to forward to a future Advisory Board meeting to be voted on by the Advisory Board.

From: Middleton. Michael <MiddletonM@saccounty.net>

Sent: Friday, May 10, 2019 4:17 PM

To: Daniel Barton <dbarton@morpd.com>

Cc: Davison. Bob <davisonb@SacCounty.NET>

Subject: SCIP

Hi Dan,

We checked in with CSCDA regarding the Portofino project wanting to use SCIP financing for MORPD Development Impact Fees.

The development is building 26 single family homes, so MORPD is looking at about \$175k in fees. CSCDA understands MORPD is a small district and you don't have much ahead of you as far as capital improvement projects that qualify for use of development impact fees. Normally their requirement is to spend it in 3 years from date of financing. However, they can make an exception if MORPD can identify a project that you "reasonably expect" to spend the money on in 5 years. You, as the Administrator, would have to sign a tax certificate attesting to this "reasonable expectation".

As for enabling the SCIP financing, the County and MORPD would need to enter into an agreement that allows for fees to be financed via SCIP. CSCDA says it's a fairly simple agreement since the County already collects MORPD fees. That agreement would go before the County BOS. Not sure if your Advisory Board needs to approve it first, but I'm guessing they would so you could sign the agreement.

CSCDA doesn't want to go through the agreement process if MORPD can't identify a project that the \$175k will be spent on. You have anything in the works that you can put the money to use on?

Hope you have a good weekend,

Mike Middleton, Associate Civil Engineer, Special Districts

Office of Development & Code Services - County Engineering

827 7th Street, Room 304, Sacramento, CA 95814 | (916) 875-0704

www.engineering.saccounty.net



Statewide Community Infrastructure Program

A Program of the California Statewide Communities Development Authority

What is SCIP?

SCIP provides bond funding to pay for impact fees and public improvements for development projects that are repaid by property owner assessments over thirty years.

Where do the funds come from?

The bonds are issued by the California Statewide Communities Development Authority (CSCDA) which is a JPA sponsored by the League and CSCA and any City/County/Special District can participate. SCIP has issued \$300MM in bonds since 2003.

How is the money used?

Funding can be used for Streets, Freeway Interchanges, Pedestrian Malls, Parks, Open Space, Bike and Walking Trails, Sidewalks, Storm Drainage, Flood Control, Water or Gas Supplies, Street Lighting, Parking, Landscaping, Sewer and Bridges.

Who uses SCIP now?

More than 60 cities and counties in California are now in SCIP, including Placer County, El Dorado County, Napa County, Rancho Cordova, Elk Grove, Rocklin, Lincoln, West Sacramento, Roseville, Stockton and Yuba City.

Why is SCIP useful and necessary?

SCIP can provide funding up front for infrastructure projects as low as \$500,000 when doing a Community Facilities District would be too expensive and would take longer to collect the funding for the improvements.

How do Government Agencies Benefit?

Instead of collecting impact fees one building permit at a time, the public agency collects a project's fee up front at once. With the increased cash flow, the public agency may realize the following benefits: (i) construction of improvements earlier and at a lower costs, (ii) ability to pay down debt faster and (iii) reduce the public agencies need to utilize future debt to finance public improvements.

**Savings from SCIP to average homeowner over a
30-year mortgage = \$13,200**

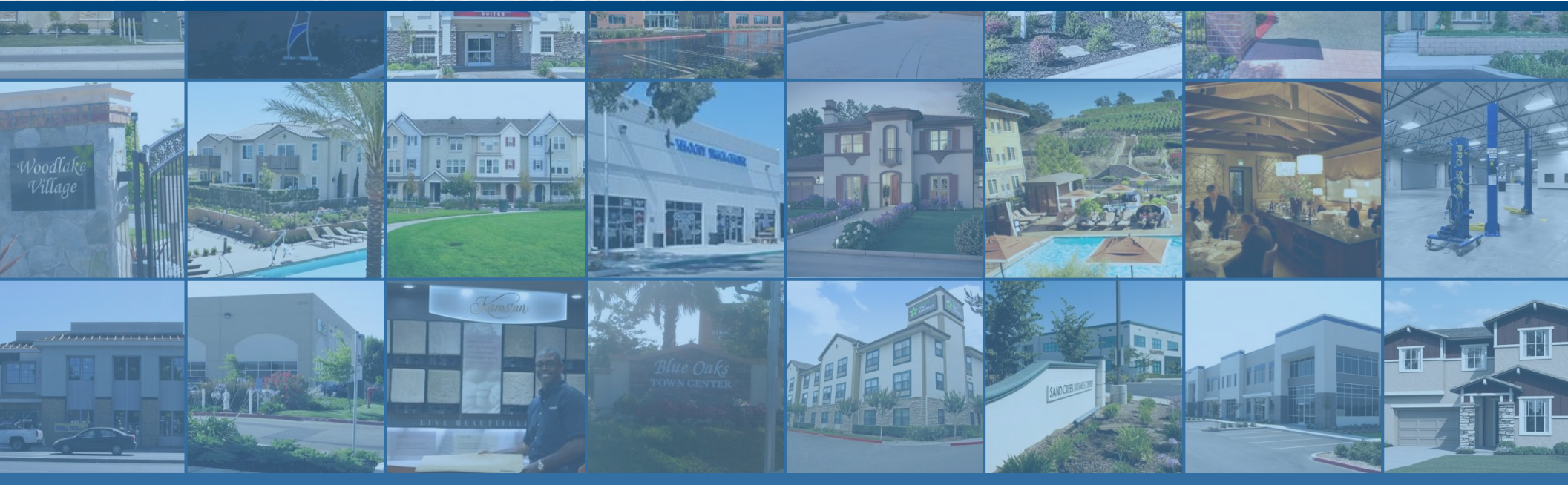
(Compared to using a Community Facilities District. Assumes 100 home development, 2,000 SF homes costing \$380,000, SCIP bond of \$2.5 million at 5% for 30 years.)



Statewide Community Infrastructure Program



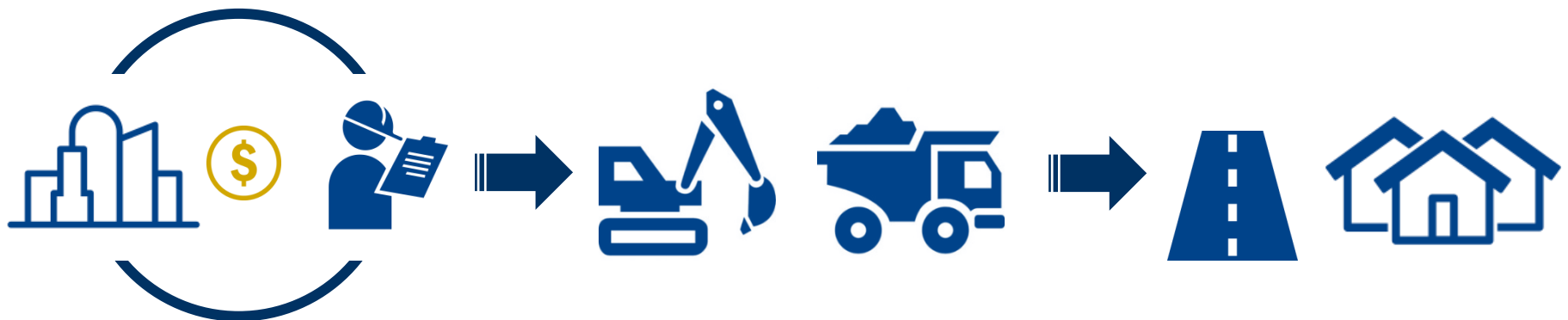
A Program of the California Statewide Communities Development Authority



What is the Statewide Community Infrastructure Program?



- SCIP is a pooled tax exempt financing program which can finance impact fees and public improvements for private developments
- Any City/ County/ Special District can participate in SCIP to provide the local agency the means of offering competitive financing to all developers as a turn key solution, minimizing local agency staff time
- The bonds are issued by the California Statewide Communities Development Authority (CSCDA) which is a Joint Powers Authority sponsored by the League of California Cities and the California State Association of Counties to promote bond programs of public benefit to its members
- These are 30 year fixed-rate tax-exempt bonds secured by property owner assessments
- There are typically two issues a year (in the Spring and Fall). SCIP has issued over \$500 MM in bonds since its inception in 2003
- The Program also allows CSCDA to establish stand-alone Mello-Roos Community Facilities Districts which allow for financing of public improvements and services

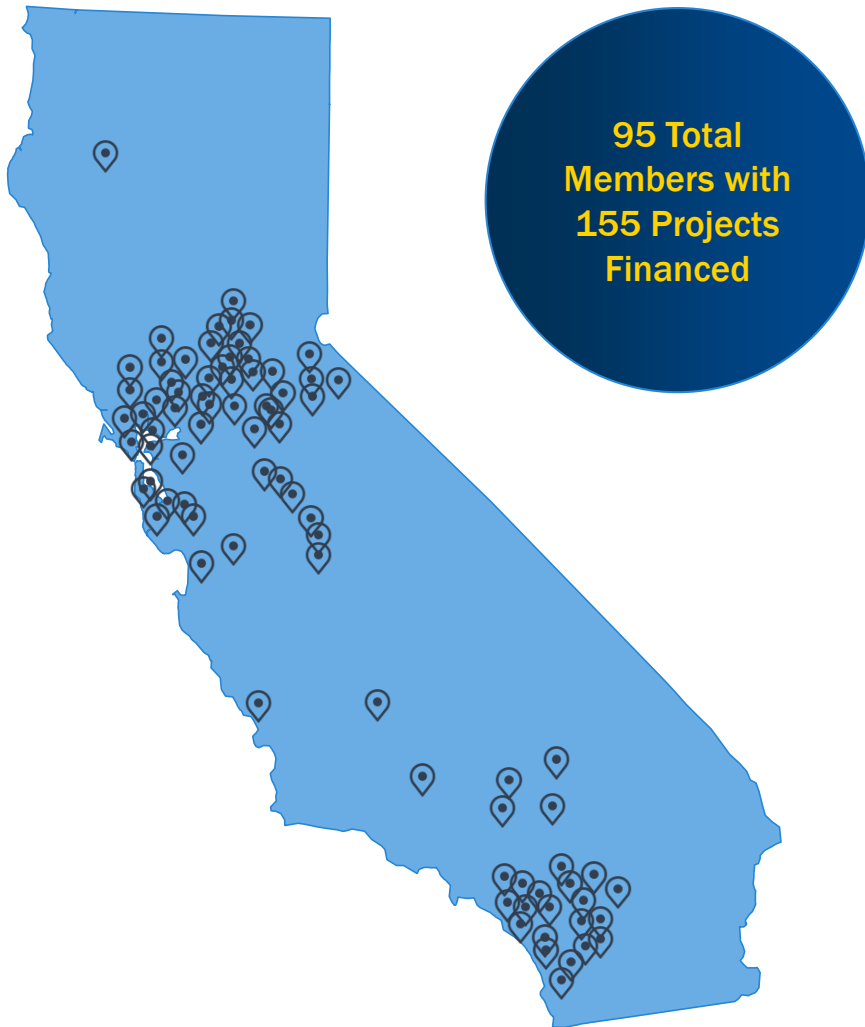


Who Uses SCIP?



95 Participating Local Agencies across California with a Growing List of Recurring Developer Clients

Member Map



Participating Local Agencies

- Alameda, City of
- American Canyon
- Angels
- Antioch
- Bakersfield
- Banning
- Blythe
- Brentwood
- Butte County
- Calistoga
- Cathedral City
- Chula Vista
- Citrus Heights
- Clovis
- Coachella Valley Water District
- Cosumnes CSD
- Corona
- Dana Point
- Davis
- Desert Hot Springs
- Diablo Water District
- Dublin
- Dublin San Ramon Services District
- East Contra Costa Regl. F&F Auth.
- East Palo Alto
- Eastern Municipal Water District
- El Dorado, County of
- Elk Grove
- Fairfield
- Folsom
- Fremont
- Galt
- Gardena
- Healdsburg
- Hercules
- Hollister
- Imperial, County of
- Indian Wells
- Indio
- Ironhouse Sanitary District
- Lathrop
- Lincoln
- Linda County Water District
- Live Oak
- Livermore
- Madera, City of
- Manteca
- Menifee
- Merced, City of
- Millbrae
- Morgan Hill
- Morro Bay
- Murrieta
- City of Napa
- County of Napa
- Newport Beach
- Norco
- Oakley
- Oxnard
- Palm Springs
- Petaluma
- Placer, County of
- Rainbow Municipal Water District
- Rancho Cordova
- Redding
- Richmond
- Rialto
- Rio Vista
- Rocklin
- Roseville
- Sacramento, City of
- Sacramento, County of
- Sacramento County Water Agency
- Sacramento Regional County Sanitation Dt.
- Sacramento Area Sewer District
- San Diego, City of
- San Juan Bautista
- San Luis Obispo, County of
- San Marcos
- San Mateo, County of
- Santa Rosa
- Sonoma, County of
- South Placer Municipal Utility District
- Stockton
- Thousand Oaks
- Tracy
- Tuolumne, County of
- Ukiah
- Vacaville
- Vallejo
- West Sacramento
- Woodland
- Yuba City
- Yuba, County of
- Yucaipa Valley Water District

SCIP Participating Developers



LENNAR

The Home of Everything's Included.



Woodside Homes

BETTER BY DESIGN

D·R·HORTON

America's Builder

PardeeHomes
Where smart solutions live.

Meritage Homes

Elliott Homes
A Tradition of Quality since 1914



Brookfield Residential

RICHMOND
AMERICAN HOMES

PulteGroup™ taylor morrison
Homes Inspired by You



JMC HOMES

KHovnanian
Homes

Anthem United

PANATTONI
INTERNATIONAL VISION. LOCAL FOCUS.



NUVERA
HOMES

Lewis Group Of Companies



Toll Brothers
AMERICA'S LUXURY HOME BUILDER



Tim Lewis
COMMUNITIES
Bringing five-star quality home

CORNERSTONE
COMMUNITIES

SunCal **SIGNATURE**
HOMES

Program Benefits








- SCIP provides **local agencies** a means of offering competitive financing to all developers as a turnkey solution which minimizes local agency staff time
- The Program can finance projects which range in size from \$500,000 up to \$10,000,000 or higher
- **Developers** use SCIP for a variety of reasons:
 - ① Can be part of the capital mix of debt, equity, public financing
 - ② Provides off balance sheet/land secured non recourse debt
 - ③ Can provide competitive advantages with respect to residential marketing
 - ④ Minimizes carrying cost by enabling developers to more efficiently subdivide and issue debt only for the lots where they are prepared to pull permits
- SCIP provides diversity to investors and economies of scale to its participants which ultimately translates to competitive interest rates and lower costs





Program Type

Description

Program Type	Program Name	Description
Pooled Assessment District Issuance	 Impact Fee Reimbursement Program	Reimburses property owners for Impact Fees paid at Building Permit but prior to the Issuance of the SCIP bonds. (Note: Application must be submitted no more than 60 days before the fees are paid)
	 Impact Fee Pre-Funding Program	Pre-pays impact fees which would normally be due at building permit and for which the developer will receive a fee credit when otherwise due
	 Funding of Public Improvements	Public improvements can be finance on an acquisition basis when complete pursuant to an acquisition agreement between the developer and the local agency. Prevailing wage applies to the improvements being funded
	 Combined Funding Program	Reimbursement, Pre-Funding Programs and Acquisition Funding <u>can be combined</u>
Stand-Alone CFD Issuance	 Community Facilities Districts (CFDs)	CFDs can be created and funded through SCIP and CSCDA on a stand alone basis. The Local Agency will request formation of the CFD and adopt a joint facilities agreement (JCFA) specifying which facilities are eligible. (Note: May include Operations and Maintenance Fees)

What Can be Financed through the Program?



Eligible Fees

Fees for infrastructure to be owned by public agency

Does not include school, housing, fire, and police fees

Eligible Improvements

Improvements identified in the 1913 / 1915 Assessment Act, including but not limited to, are listed below:

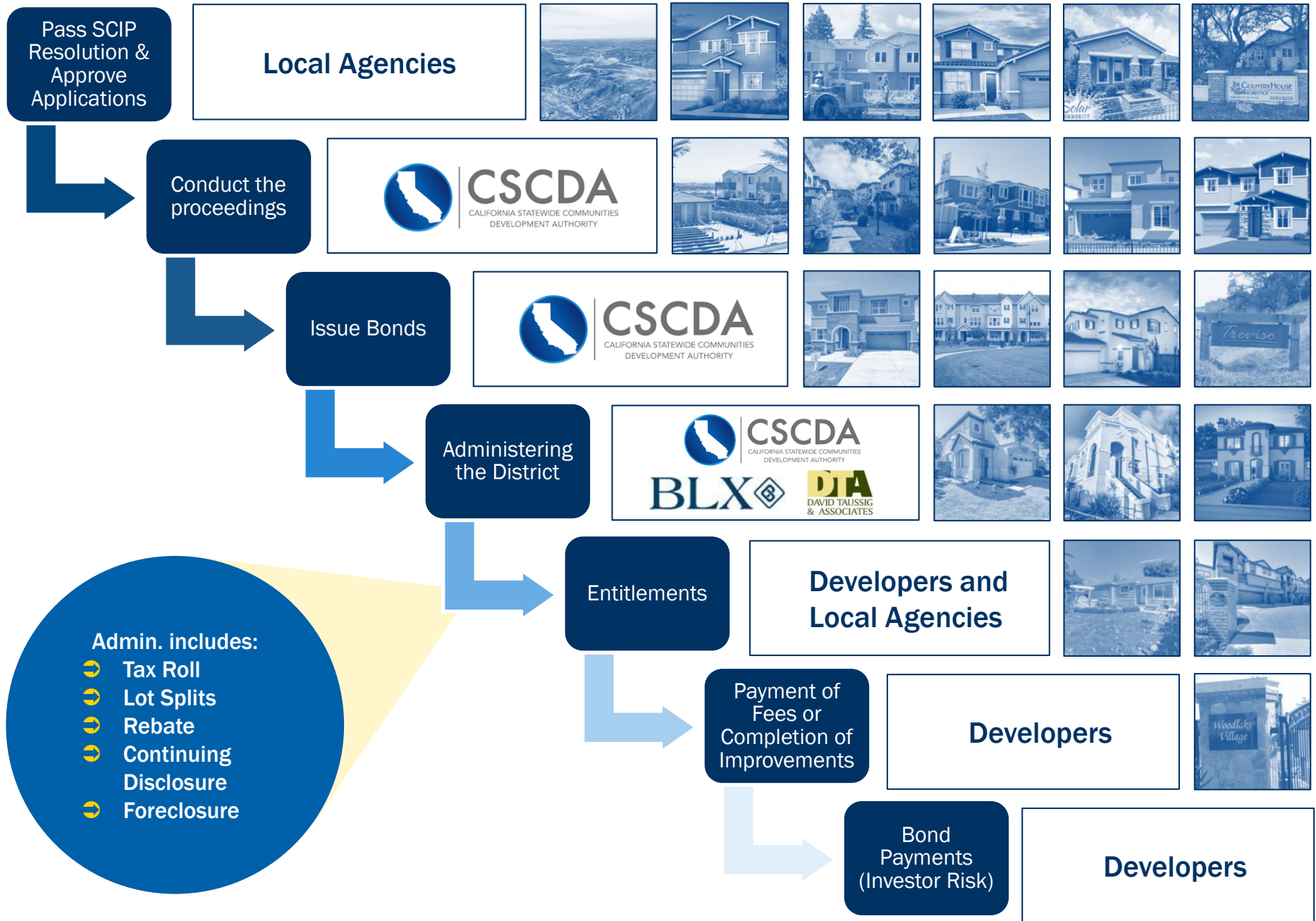
- | | |
|------------------------|---------------------------------|
| ➔ Street and Roadways | ➔ Street lighting |
| ➔ Freeway Interchanges | ➔ Parking |
| ➔ Pedestrian Malls | ➔ Landscaping |
| ➔ Sidewalks | ➔ Sewer and Pipelines |
| ➔ Storm Drainage | ➔ Parks and Parkways |
| ➔ Flood Control | ➔ Bridges and Thoroughfares |
| ➔ Water Supply | ➔ Bicycle and Pedestrian Trails |
| ➔ Gas Supply | ➔ Open Space and Greenbelts |





- ① Must be a Member of CSCDA (no cost to join and CSCDA currently has 532 members)
- ② Adopt SCIP Resolution consenting to use of the SCIP Program (again no cost to join)
 - a) Sample Resolutions and Agreements are contained in the SCIP Manual and proposal by SCIP Legal Counsel
- ③ Developers can submit funding applications online but they must be signed by the Local Agency prior to the Public Hearing
- ④ Will review and verify eligible fees and improvements contained in the Engineer's Report prepared by SCIP
- ⑤ Will execute an acquisition agreement to reimburse developer for public improvements, the form of which is included with the SCIP Resolution
- ⑥ Funds will be spent in accordance with federal tax law
- ⑦ Approve requisition of funds

SCIP Tasks and Responsibility Schedule

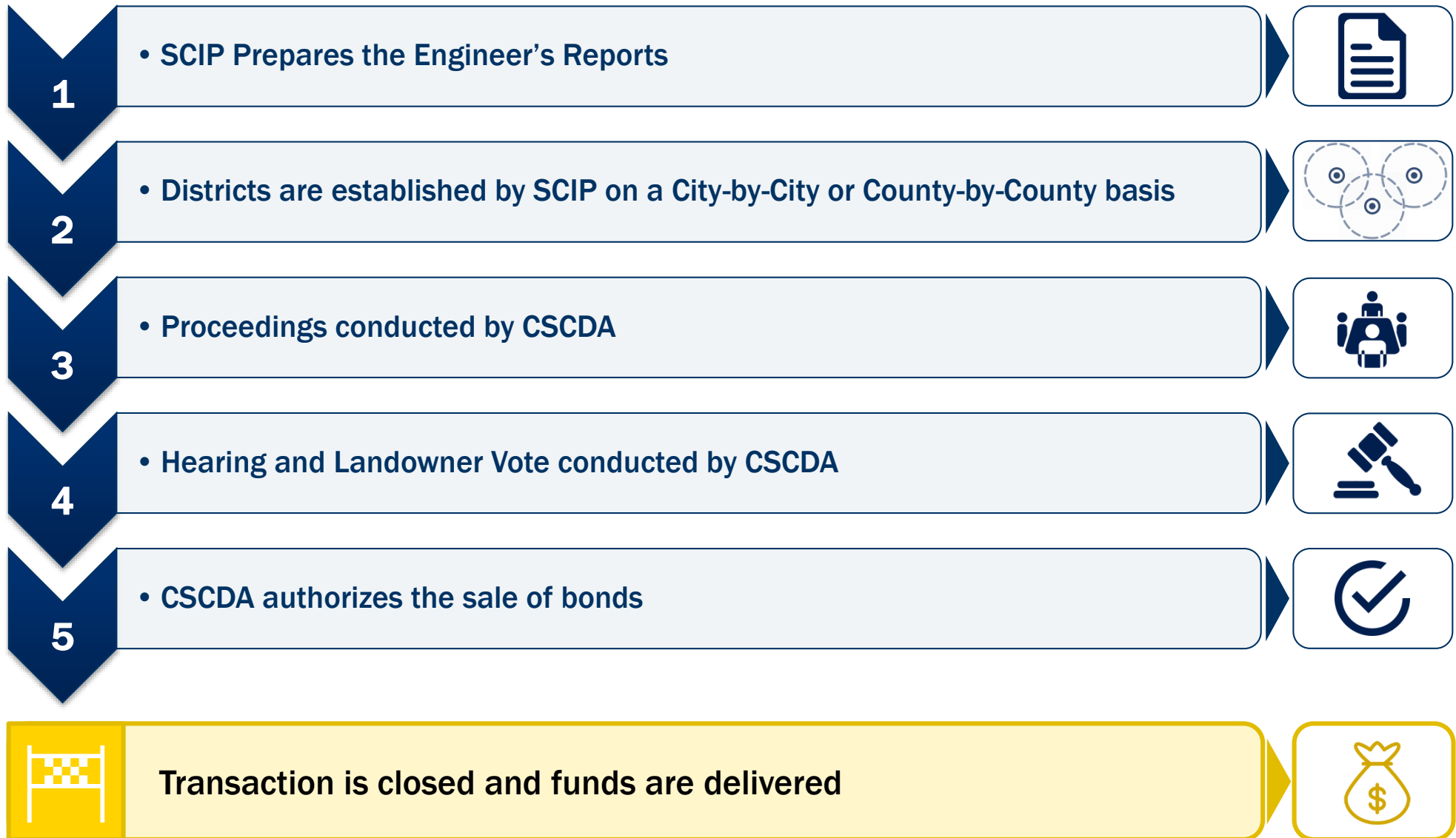


Key Events



The City or County does not issue bonds or levy assessments

The schedule of proceedings is described below:





SCIP is available to form CFDs and Issue bonds for Stand Alone Projects

Local Agency will adopt a Resolution requesting CSCDA form a CFD including a Joint Community Facilities Agreement (JCFA)

- Will attach a boundary map of the project
- A list of facilities and fees to be financed
- May include and O&M component in addition to facilities
- Can include more than one Local Agency in the CFD (with approval)

CSCDA credit requirements⁽¹⁾:



- 1 At Least a 4x value to lien ratio (including overlapping debt)
- 2 Combined tax burden cannot exceed 2% of the estimated home value
- 3 Debt service may escalate at up to 2% per year
- 4 Project must have received its discretionary entitlements

The minimum size for a stand alone CFD is \$5 million

(1) If a Local Agency has more stringent requirements those will apply

2003 - Present | Transactions

Appendix I



RBC Capital Markets

Comprehensive Transaction History



Sale Date	Issuer	Series	Par Amount	Description	Projects
Oct-03	CSCDA	Series 2003A	\$6,270,000	SCIP Pooled Revenue	5
Dec-04	CSCDA	Series 2004A	\$3,590,000	SCIP Pooled Revenue	10
Jul-05	CSCDA	Series 2005A	\$10,645,000	SCIP Pooled Revenue	10
Oct-06	CSCDA	Series 2006A	\$19,015,000	SCIP Pooled Revenue	11
Jun-07	CSCDA	Series 2007A	\$25,545,000	SCIP Pooled Revenue	11
Nov-07	CSCDA	Series 2007B	\$10,460,000	SCIP Pooled Revenue	8
Dec-07	CSCDA	Series A (2007)	\$37,500,000	Stand Alone CFD (Orinda Wilder)	1
Jul-08	CSCDA	Series 2008A	\$21,805,000	SCIP Pooled Revenue	9
Jun-10	CSCDA	Series 2010A	\$6,180,000	SCIP Pooled Revenue	6
Sep-11	CSCDA	Series 2011A	\$9,190,000	SCIP Pooled Revenue	4
Dec-12	CSCDA	Series 2012	\$21,030,000	Reassessment Refunding	1
May-13	CSCDA	Series 2013A	\$6,245,000	Stand Alone CFD (Manteca)	1
Aug-13	CSCDA	Series 2013	\$14,444,827	SCIP Pooled Revenue Refunding	15
May-14	CSCDA	Series 2014A	\$4,680,000	SCIP Pooled Revenue	3
Nov-14	CSCDA	Series 2014	\$11,015,000	Stand Alone Assessment District (Yucaipa VWR)	1
Jan-15	CSCDA	Series 2014B	\$10,605,000	SCIP Pooled Revenue	5
Jun-15	CSCDA	Series 2015R1	\$29,195,000	SCIP Pooled Revenue Refunding	23
Jun-15	CSCDA	Series 2015	\$33,015,000	Stand Alone CFD Refunding (Orinda Wilder)	1
Aug-15	CSCDA	Series 2015A	\$11,125,000	Stand Alone CFD (Rio Bravo)	1
Sep-15	CSCDA	Series 2015A	\$5,320,000	SCIP Pooled Revenue	4
Dec-15	CSCDA	Series 2015	\$15,305,000	Stand Alone Assessment District (Emerson Ranch)	1
Mar-16	CSCDA	Series 2016A	\$11,275,000	Stand Alone CFD (University District)	1
May-16	CSCDA	Series 2016A	\$10,090,000	SCIP Pooled Revenue	6
Oct-16	CSCDA	Series 2016B	\$11,040,000	SCIP Pooled Revenue	6
Nov-16	CSCDA	Series 2016A	\$11,155,000	Stand Alone CFD (Delta Coves)	1
Feb-17	CSCDA	Series 2017R1	\$35,953,593	SCIP Pooled Revenue Refunding	20
Apr-17	CSCDA	Series 2017A	\$11,715,000	SCIP Pooled Revenue	7
Jun-17	CSCDA	Series 2017A	\$20,830,000	Stand Alone CFD (Napa Pipe Redevelopment Project)	1
Oct-17	CSCDA	Series 2017	\$14,500,000	Stand Alone CFD (University District)	1
Oct-17	CSCDA	Series 2017B	\$19,915,000	SCIP Pooled Revenue	8
Dec-17	CSCDA	Series 2017C	\$10,470,000	SCIP Pooled Revenue	6
May-18	CSCDA	Series 2018A	\$23,960,000	SCIP Pooled Revenue	17
June-18	CSCDA	Series 2018	\$19,305,000	Stand Alone CFD (Horse Creek Ridge)	1
Sept-18	CSCDA	Series 2018B	\$31,940,000	SCIP Pooled Revenue	10
Dec-18*	CSCDA	Series 2018C	\$21,035,000	SCIP Pooled Revenue	8
Total			\$565,363,420	35 Transactions	224

Pooled Bond Program | Select Commercial / Industrial Projects



Vineyard Pointe



Quick Facts
Century Mgmt Company
Office Bldg
1.5 Acres
19.5k SQFT

Top Golf



Quick Facts
Topgolf USA
Commercial
12 Acres
N/A

Pleasant Grove Marketplace



Quick Facts
Silvercreek Yuba
Retail Bldgs
2.1 Acres
15.4k SQFT

Harbor Point



Quick Facts
Foothill Tech Properties
Office Space
2.0 Acres
26.8k SQFT

Hampton Inn



Quick Facts
OTO Development
Hotel
3.0 Acres
68.2k SQFT

Meritage Hotel



Quick Facts
Napa Hospitality
Resort Hotel
10.1 Acres
127.0k SQFT

Chevy Cadillac Dealer



Quick Facts
Argonaut Holdings
Dealership
7.6 Acres
31.4k SQFT

Budo



Quick Facts
KD Properties
Restaurant
0.7 Acres
9.0k SQFT

Venture Commerce Center



Quick Facts
Venture Corp
5 Ind. Bldgs
4.2 Acres
66.8k SQFT

1



2



3



4





Pooled Bond Program | Select Residential Projects



<p>Ferro Ronconi</p>  <p>Quick Facts Seecon Built Homes Residential 27.0 Acres 160 Units</p>	<p>Bella Fiore</p>  <p>Quick Facts Meritage Homes Residential 13.5 Acres 98 Units</p>	<p>Foothills American Dream</p>  <p>Quick Facts John Mourier Construction Residential 7.5 Acres 59 Units</p>	<p>The Overlook</p>  <p>Quick Facts Renasci Wilson Est. Residential 28.2 Acres 28 Units</p>	<p>Orchard Park III</p>  <p>Quick Facts Meritage Homes Residential 29.5 Acres 113 Units</p>	
<p>Newfield</p>  <p>Quick Facts KB Homes Residential 5.0 Acres 96 Units</p>					<p>Evans Estates (I&II)</p>  <p>Quick Facts Development Solutions Residential 71.1 Acres 438 Units</p>
<p>Vista Del Sur</p>  <p>Quick Facts Southview Development Residential 5.1 Acres 88 Units</p>					<p>Milner Terrace</p>  <p>Quick Facts Meritage Homes Residential 19.8 Acres 75 Units</p>
<p>1 The City of SAN DIEGO</p>					<p>2 CITY OF GARDENA INCORPORATED 1920</p>

Stand-Alone Bond Program | Assessment & Community Facilities Districts



<p>Orinda Wilder</p>  <p>Quick Facts OG Property Owner CFD Residential 1,572.0 Acres 245 Units</p>	<p>Napa Pipe Redevelopment</p>  <p>Quick Facts RWM Farallon CFD Mixed Use 154.0 Acres 945 Units</p>	<p>Emerson Ranch</p>  <p>Quick Facts Brookfield Homes AD Residential 140.25 Acres 567 Units</p>	<p>Delta Coves</p>  <p>Quick Facts Argent CFD Residential 310.0 Acres 560 Units</p>	<p>University District (Phase I)</p>  <p>Quick Facts Brookfield Residential CFD Residential 35.2 Acres 399 Units</p>
<p>Rio Bravo</p>  <p>Quick Facts G.L. Bruno Associates CFD Med. / Retail / Res. 46.4 Acres</p>				<p>Manteca Lifestyle Center</p>  <p>Quick Facts Manteca Venture CFD Retail Shops 58.1 Acres 30 Units</p>
<p>Yucaipa VWR</p>  <p>Quick Facts Multiple Developers CFD Mixed Use 852.4 Acres 2,400 Units</p>				<p>Horse Creek Ridge</p>  <p>Quick Facts D.R. Horton CFD Residential 277 Acres 740 Units</p>





SCIP 2019A Project Matrix

Series	AD No.	County	Local Agency	Project	Developer	Land Use Type	Units	Gross Fees	Gross Imprvmts
2019A	18-04	Contra Costa	Oakley, City of	Gilbert Ranch (Phase II)	DeNova Homes	Single-Family	284	-	8,077,950
2019A	19-01	Contra Costa	Antioch, City of	Riverview at Monterra	K Hovnanian Homes Inc.	Single-Family	100	-	2,911,725
2019A	19-01	Los Angeles	Gardena, City of	Gardena Place	G3 Urban	Single-Family Attached	40	401,189	-
2019A	17-04	Placer	Roseville, City of	Campus Oaks Apartments (Phase I)	Campus Oaks Apartments 1 LP	Multi-Family	186	1,413,102	-
2019A	19-02	Placer	Rocklin, City of	Oak Vista	KB Home Sacramento Inc.	Single-Family	59	610,296	-
2019A	18-11	Sacramento	Elk Grove, City of	Calvine Meadows	Meritage Homes of California, Inc.	Single-Family	56	1,993,070	274,351
2019A	18-17	Sacramento	Sacramento, City of	Silverleaf	Lafferty Communities	Single-Family	31	517,397	723,275
2019A	19-01	Sacramento	Sacramento, City of	Natomas Field 3B	Beazer Homes Holdings, LLC	Single-Family	150	3,259,237	-
2019A	19-02	Sacramento	Sacramento, City of	Provence	Blue Mountain Communities	Single-Family Attached	182	3,212,978	-
2019A	19-05	Sacramento	Sacramento, City of	14C-Icon	Next Generation Capital, LLC	Single-Family	21	179,980	-
2019A	19-05	Sacramento	Sacramento, City of	S34 Lofts	Next Generation Capital, LLC	Single-Family	7	65,175	-
2019A	19-01	San Diego	San Diego, City of	Vista Del Sur (Phase IV)	Cornerstone Communities	Single-Family Attached	46	1,481,276	-
2019A	17-03	San Joaquin	Manteca, City of	Shadowbrook	Trumark Homes LLC	Single-Family	492	-	12,193,972
2019A	17-01	Yuba	Yuba, County of	Orchard 6 (Phase I)	John Mourier Construction, Inc.	Single-Family	25	485,737	-
		13 Districts	Total	14 Projects			1,679	13,619,436	24,181,273

RESOLUTION NO. 2017-0549

RESOLUTION AUTHORIZING THE COUNTY OF SACRAMENTO TO JOIN THE STATEWIDE COMMUNITY INFRASTRUCTURE PROGRAM; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT SPECIAL ASSESSMENT PROCEEDINGS AND LEVY ASSESSMENTS WITHIN THE UNINCORPORATED AREA OF THE COUNTY; APPROVING THE FORM OF ACQUISITION AGREEMENT; AND AUTHORIZING RELATED ACTIONS

WHEREAS, the California Statewide Communities Development Authority (the "Authority") is a joint exercise of powers authority the members of which include numerous cities and counties in the State of California, including the County of Sacramento (the "County"); and

WHEREAS, the Authority has established the Statewide Community Infrastructure Program ("SCIP") to allow the financing of certain development impact fees (the "Fees") levied in accordance with the Mitigation Fee Act (California Government Code Sections 66000 and following) and other authority providing for the levy of fees on new development to pay for public capital improvements (collectively, the "Fee Act") through the levy of special assessments pursuant to the Municipal Improvement Act of 1913 (Streets and Highways Code Sections 10000 and following) (the "1913 Act") and the issuance of improvement bonds (the "Local Obligations") under the Improvement Bond Act of 1915 (Streets and Highways Code Sections 8500 and following) (the "1915 Act") upon the security of the unpaid special assessments; and

WHEREAS, SCIP will also allow the financing of certain public capital improvements to be constructed by or on behalf of property owners for acquisition by the County or another public agency (the "Improvements"); and

WHEREAS, the County desires to allow the owners of property being developed within its jurisdiction ("Participating Developers") to participate in SCIP and to allow the Authority to conduct assessment proceedings under the 1913 Act and to issue Local Obligations under the 1915 Act to finance Fees levied on such properties and Improvements, provided that such Participating Developers voluntarily agree to participate and consent to the levy of such assessments; and

WHEREAS, in each year in which eligible property owners within the jurisdiction of the County elect to be Participating Developers, the Authority will conduct assessment proceedings under the 1913 Act and issue Local Obligations under the 1915 Act to finance Fees payable by

Resolution Authorizing The County of Sacramento To Join The Statewide Community Infrastructure Program, Authorizing The California Statewide Communities Development Authority To Accept Applications From Property Owners, Conduct Special Assessment Proceedings And Levy Assessments Within The Unincorporated Area Of The County, Approving The Form Of Acquisition Agreement, And Authorizing Related Actions

Page 2

such property owners and Improvements and, at the conclusion of such proceedings, will levy special assessments on such property within the unincorporated area of the County; and

WHEREAS, attached hereto as Exhibit A is the proposed form of Resolution of Intention to be adopted by the Authority in connection with such assessment proceedings (the "ROI"), and the territory within which assessments may be levied for SCIP (provided that each Participating Developer consents to such assessment) shall be coterminous with the official boundaries of record for the unincorporated area of the County at the time of adoption of each such ROI (the "Proposed Boundaries"), and reference is hereby made to such boundaries for the plat or map required to be included in this Resolution pursuant to Section 10104 of the Streets and Highways Code; and

WHEREAS, attached as Exhibit B is the proposed form of Acquisition Agreement (the "Acquisition Agreement"), to be approved as to form for use with respect to any Improvements to be constructed and installed by a Participating Developer and for which the Participating Developer requests acquisition financing as part of its SCIP application; and

WHEREAS, on June 29, 1993, the County Board of Supervisors (Board) approved the use of the "Teeter Plan", and has made use of the Teeter Plan each fiscal year thereafter, under which the County advances delinquent secured property taxes (including assessments) to taxing agencies and in return receives all of the delinquent taxes, penalties and interest when the taxes are eventually paid; and

WHEREAS, the County will not be responsible for the conduct of any assessment proceedings; the levy or collection of assessments or any required remedial action in the case of delinquencies in such assessment payments where the delinquent amount is not paid or will not be paid by the Teeter Plan for that fiscal year; or the issuance, sale or administration of the Local Obligations or any other bonds issued in connection with SCIP; and

Resolution Authorizing The County of Sacramento To Join The Statewide Community Infrastructure Program, Authorizing The California Statewide Communities Development Authority To Accept Applications From Property Owners, Conduct Special Assessment Proceedings And Levy Assessments Within The Unincorporated Area Of The County, Approving The Form Of Acquisition Agreement, And Authorizing Related Actions
Page 3

WHEREAS, pursuant to Government Code Section 6586.5, notice was published at least five days prior to the adoption of this resolution at a public hearing, which was duly conducted by the Board, concerning the significant public benefits of SCIP and the financing of the Improvements and the public capital improvements to be paid for with the proceeds of the Fees.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Supervisors of the County of Sacramento, State of California, that this Board finds and determines as follows:

Section 1. The County hereby consents to the conduct of special assessment proceedings by the Authority in connection with SCIP pursuant to the 1913 Act and the issuance of Local Obligations under the 1915 Act on any property within the Proposed Boundaries; provided, that

(1) Such proceedings are conducted pursuant to one or more ROI in substantially the form of the attached ROI; and

(2) The Participating Developers, who shall be the legal owners of such property, must execute (1) a written consent to the Authority's levy of assessments in connection with SCIP and (2) an assessment ballot in favor of such assessment in compliance with the requirements of Section 4 of Article XIID of the State Constitution.

(3) The consent of the Board authorizes the Authority to take each and every step required for or suitable for the conduct of special assessment proceedings, including any required remedial action in the case of delinquencies in such assessment payments ; provided that the Authority shall conduct foreclosure proceedings on properties delinquent on the assessment installment payment only if the delinquent amount is not paid or will not be paid by the County Teeter Plan for that fiscal year.

(4) Each Participating Developer must pay the County, at the time the SCIP application is submitted, a non-refundable administrative-processing fee of \$3,800 to recover the cost of staff time to process, review, and verify planning entitlements and impact fees for the project that will participate in SCIP. The County will also receive up to 1.5% of the total amount proposed for bond financing less the processing fee from the Authority for costs actually incurred, which amount should be included in the table of costs of bond financing. In addition,

Resolution Authorizing The County of Sacramento To Join The Statewide Community Infrastructure Program, Authorizing The California Statewide Communities Development Authority To Accept Applications From Property Owners, Conduct Special Assessment Proceedings And Levy Assessments Within The Unincorporated Area Of The County, Approving The Form Of Acquisition Agreement, And Authorizing Related Actions

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the County will charge the Participating Developer an amount based on the County's reasonable costs of administering the County's acquisition of any Improvements constructed under an Acquisition Agreement; this amount will be included in the engineer's estimate of the cost of the Improvement for the Acquisition Agreement and be payable to the County upon the execution of the Acquisition Agreement.

Section 2. The Board hereby finds and declares that the issuance of bonds by the Authority in connection with SCIP will provide significant public benefits, including without limitation, savings in effective interest rate, bond preparation, bond underwriting and bond issuance costs and the more efficient delivery of local agency services to residential and commercial development within the County.

Section 3. The Authority has prepared and will update from time to time the "SCIP Manual of Procedures" (the "Manual"), and the County will handle Fee revenues and funds for Improvements for properties participating in SCIP in accordance with the procedures set forth in the Manual.

Section 4. The form of Acquisition Agreement attached as Exhibit B is hereby approved, and the County Executive is authorized to execute a completed Acquisition Agreement in substantially said form and pertaining to the Improvements being financed on behalf of the applicable Participating Developer.

Section 5. The appropriate officials and staff of the County are hereby authorized and directed to make SCIP applications available to all property owners who are subject to Fees for new development within the unincorporated area of the County and/or who are conditioned to install Improvements and to inform such owners of their option to participate in SCIP; provided, that the Authority shall be responsible for providing such applications and related materials at its own expense. The staff persons listed on the attached Exhibit C, together with any other staff persons chosen by the Deputy County Executive of Public Works and Infrastructure from time to time, are hereby designated as the contact persons for the Authority in connection with the SCIP program.

Resolution Authorizing The County of Sacramento To Join The Statewide Community Infrastructure Program, Authorizing The California Statewide Communities Development Authority To Accept Applications From Property Owners, Conduct Special Assessment Proceedings And Levy Assessments Within The Unincorporated Area Of The County, Approving The Form Of Acquisition Agreement, And Authorizing Related Actions

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Section 6. The appropriate officials and staff of the County are hereby authorized and directed to execute and deliver such closing certificates, requisitions, agreements and related documents, including but not limited to such documents as may be required by Bond Counsel in connection with the participation in SCIP of any districts, authorities or other third-party entities entitled to own Improvements and/or to levy and collect fees on new development to pay for public capital improvements within the jurisdiction of the County, as are reasonably required by the Authority in accordance with the Manual to implement SCIP for Participating Developers and to evidence compliance with the requirements of federal and state law in connection with the issuance by the Authority of the Local Obligations and any other bonds for SCIP. To that end, and pursuant to Treasury Regulations Section 1.150-2, the staff persons listed on Exhibit C, or other staff person acting in the same capacity for the County with respect to SCIP, are hereby authorized and designated to declare the official intent of the County with respect to the public capital improvements to be paid or reimbursed through participation in SCIP.

Section 7. This Resolution shall take effect immediately upon its adoption. The Clerk of the Board is hereby authorized and directed to transmit a certified copy of this resolution to the Secretary of the Authority.

Resolution Authorizing The County of Sacramento To Join The Statewide Community Infrastructure Program, Authorizing The California Statewide Communities Development Authority To Accept Applications From Property Owners, Conduct Special Assessment Proceedings And Levy Assessments Within The Unincorporated Area Of The County, Approving The Form Of Acquisition Agreement, And Authorizing Related Actions
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On a motion by Supervisor Frost, seconded by Supervisor Peters, the forgoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento this 25th day of July, 2017, by the following vote, to wit:

AYES: Supervisors, Frost, Kennedy, Peters, Nottoli
NOES: None
ABSENT: Supervisor Serna
ABSTAIN: None
RECUSAL: None
(PER POLITICAL REFORM ACT (§ 18702.5.)

Don Nottoli

Chair of the Board of Supervisors
of Sacramento County, California



ATTEST:

Florence Evans
Clerk, Board of Supervisors

In accordance with Section 25103 of the Government Code of the State of California a copy of the document has been delivered to the Chair of the Board of Supervisors, County of Sacramento on 7.25.17

By: *J. Short*
Deputy Clerk, Board of Supervisors

The foregoing is a correct copy of a resolution adopted by the Board of Supervisors, Sacramento County, California

On 7.25.17
Dated 8.11.17
Clerk, Board of Supervisors
By *J. Short*
Deputy Clerk

FILED
BOARD OF SUPERVISORS

JUL 25 2017

BY *Florence Evans*
CLERK OF THE BOARD

STAFF REPORT



DATE: July 29, 2019

TO: MORPD Advisory Board of Directors

FROM: Daniel Barton, District Administrator
Cindy P. Banville, Finance Superintendent

SUBJECT: Administrative Leave Policy

BACKGROUND:

The policies attached were part of the District's reorganization based on the Feasibility Study. The study recommended that thousands of employee hours be reduced or eliminated, thereby shifting some responsibilities on to other staff. The suggested policies will assist with the reorganization by providing some incentive to those taking on more responsibilities.

PURPOSE:

The new policies will assist with personnel related issues that may occur due to the reorganization of the District and staffing priorities.

RECOMMENDATION:

The Advisory Board of Directors discuss and approve the Administrative Leave policy as presented and add the policy to the District's Policy and Procedures Manual.

Personnel Section 2000 – 2900

2600 SALARIES AND WAGES 2600-2699

2604 ADMINISTRATIVE LEAVE

2604 Administrative Leave – Exempt Employees

Due to the nature of Management and Supervisory positions, these positions may work “flexible schedules.” Under the Fair Labor Standards Act (FLSA) exempt employees are expected to work the hours necessary to accomplish the job requirements, including working alternate shifts, irregular hours, attending evening meetings, and travel to attend classes, meetings, and/or seminars as required and not considered “regular office” hours. Exempt employees are generally expected to be available during hours of the normal workdays, except as required to meet other job requirements.

1. Exempt management members including the District Administrator and Superintendents shall receive eighty (80) hours annually of administrative leave.
2. The Office Manager and Recreation Supervisors shall receive forty (40) hours annually of administrative leave.
3. Administrative Leave begins on January 1 of the calendar year and must be used by December 31 of the same year. Leave does not accrue or carryover from year to year. Administrative Leave has no cash value and any unused leave will expire on December 31.
4. The paid administrative days are to be scheduled and used like vacation, i.e. with the approval of the exempt employee’s supervisor. These paid administrative leave days will be implemented and tracked separately from vacation and will not be added to the vacation balance.
5. There is no cash value associated with Administrative leave; any unused hours remaining at the time of separation of employment will not be paid out to the employee.



**Advisory Board of Directors
Special Meeting Minutes
Tuesday, July 23, 2019 at 6pm
Mission Oaks Community Center
4701 Gibbons Drive, Carmichael, 95608**

- Call to Order:** 6pm by Chairperson Morin.
- Pledge of Allegiance:** Led by Director Nguyen.
- Roll Call:**
- MORPD Directors Present:** Morin, Donnelly, Nguyen and Rothberg.
- MORPD Staff Present:** Barton, Paredes-Banville, Ross and Tierney.
- Public Present:** Jeanette Hynson, SCI Consulting and Dee Higbee.
- Chairperson's Comments:** None.
- Board Comments/Discussion:** None.
- Public Comment:** None.

Information:

1. Correspondence.
2. Monthly Billing and Budget Report, FY 2018-19 Period 11 & 12, May 1-31, 2019 and June 1-30, 2019 presented by staff.
3. Administrative Division Report by Daniel Barton and Cindy Paredes-Banville. Barton reports J.R. Hichborn will be starting on August 1 as the Parks Superintendent. He comes from El Dorado Hills Community Services District. Joe Vieira, Facilities Technician has retired; Francisco Cuenca has stepped in and is leading the Parks staff until the new Parks Superintendent arrives. The Gibbons Park Pathway is near completion and the punch list is almost complete. The project was delayed due to late Spring rains, so the project wasn't completed in Fiscal Year 2018-19; the grant reimbursement will appear in the Fiscal Year 2019-20 budget instead of the Fiscal Year 2018-19 budget. A park patrol crime report was given to each member, and staff will add a new information item that will include the monthly park patrol report. Director Rothberg indicated a need for business cards. If anyone would like business cards, please let Debra know. In June, staff reported a tree at Swanston Park fell by the playground. An arborist has assessed all trees near playgrounds in the parks. On July 1, all trees around playgrounds were trimmed for safety reasons.

Cindy Paredes-Banville reported that 13 staff members attended the Sportsman training held at the District Office; she will be sharing more information at the August meeting. If anyone wishes to attend any CSDA training please contact Cindy.

4. Recreation Division Report by Barry Ross. Ross reports the Unity in the Community event at Gibbons Park attracted over 1,500 people. The Sacramento Sheriff's Department reports it was the most successful event to date. Our summer camps are averaging 250 participants each day. This year, five of the seven Recreation Leaders are new to camps. There have been very minimal injuries, complaints or concerns.
5. Parks Division Report by Daniel Barton.
6. Photos of Interest.

Discussion:

7. Budget Policy and Procedures by Cindy Paredes-Banville. Chairperson Morin thanks Cindy for the information and states it is very informative. He suggested that it be given to new members during orientation.

Consent:

8. Approval of June 11, 2019 Regular Board Meeting Minutes.

Action: After discussion, on a Motion by Director Nguyen, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Consent agenda. Directors Morin, Nguyen and Rothberg approve the motion. Director Donnelly was absent in June and abstains from voting on this motion.

Action Item:

Public Meeting Opened: 6:26pm

Staff notified residents by sending an email of the public hearing announcement by Constant Contact; it was added to the MORPD Facebook account, posted outside at the District Office, Mission Oaks Community Center and Swanston Community Center and posted on the Districts website.

Public comment heard from unnamed residents and Dee Higbee. Ms. Higbee commented on the pathway turning out beautifully.

If the increase of \$.77 cents is approved it will add \$15,000 to the FY 2019-20 budget. The assessment rate will then be \$52.07.

Public Meeting Closed: 6:34pm

9. Approve Resolution 2019-03 Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2019-20 for the Park Maintenance and Recreation Improvement District of the Mission Oaks Recreation and Park District.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Nguyen, the Advisory Board of Directors voted to Approve Resolution 2019-03 Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2019-20 for the Park

Maintenance and Recreation Improvement District of the Mission Oaks Recreation and Park District with a 1.5% increase. The new assessment rate will be \$52.07. Directors Morin, Donnelly, Nguyen and Rothberg approve the motion

Roll call vote:

Chairperson Morin, aye

Director Donnelly, aye

Director Nguyen, aye

Director Rothberg, aye

Director Nguyen requests that next year staff include in the Resolution and the announcement for the public hearing information containing the current assessment rate, what the proposed increase is, and, if approved, what the new rate will be. For FY 2019-20 the information is, *“the currently the levy is \$51.30, with a 1.5% increase the new levy will be \$52.07 which is a \$.77 increase”*.

Staff Comments/Reports:

Director Donnelly requested that staff bring back the Administrative Leave Policy that was brought to the Advisory Board in January 2017. He would like staff to follow through and finalize this item. He suggests that the Personnel Committee meet in September to make a recommendation to the Advisory Board in October. Chairperson Morin requests the item be placed under Discussion for the August Advisory Board Meeting.

Next Meeting: Tuesday, August 6, 2019 at 6pm at Mission Oaks Community Center.

Adjournment: 6:47pm

Debra Tierney, Clerk of the Board

August 6, 2019

Date

STAFF REPORT



DATE: August 1, 2019

TO: MORPD Advisory Board of Directors

FROM: Nghia Nguyen and Rick Morin – Finance Committee
Daniel Barton, District Administrator
Cindy P. Banville, Finance Superintendent
J.R. Hichborn, Parks Superintendent
Barry Ross, Recreation Superintendent

SUBJECT: Approve the Proposed Mission Oaks Recreation and Park District General Fund Budget (336A) for FY 2019-20.

BACKGROUND:

The Finance Committee and staff prepared the FY 2019-20 General Fund (336A) budget for your review and comment. The budget is due to the County Executive Office following the August 6, 2019 board meeting. It includes descriptions of the revenue and expenditures for the FY 2019-20 budget cycle.

DISCUSSION:

The General Fund presents a balanced budget with increases to salaries and employee's benefits due to step increases and a 2% COLA. Also, the SCERS retirement was adjusted due to new rates along with rising medical costs. Staff will be looking at the rising costs of medical rates in the coming months and look for new ways the District can reduce rising costs next year.

The services and supplies appropriations projection are \$1,171,785. The increase over last year is a result of moving security services; \$80,000 from the assessment budget to the general fund budget. Also, \$80,000 was added to assist in teen programming, as the board decided from the preliminary budget.

We have a carryover from last year of \$828,034 which will be used for our contingency fund and Capitol projects. Staff has attached the 5-year CIP plan that was brought to the Advisory Board in June. The CIP plan will be brought to the Advisory board next February for comments and possible changes, as it will be used as a living document.

Staff is anticipating a slight decrease in property taxes as the economy seems to be slowing down. FY 2018-19 saw a large increase in property taxes this year and we are unsure if this will continue or not, so staff has prepared for the worst. As always, staff will maintain a conservative approach to this year's budget but strive to meet the needs of the community.

RECOMMENDATION:

That the Advisory Board approves the Proposed Mission Oaks Recreation and Park District General Fund Budget (336A) as presented by the Finance Committee and staff.

	Adopted FY2019	Final Year End FY2019	FY2020 September
CARRYOVER			
Carryover-	943,502	943,502	828,034
REVENUE			
Property Taxes/Interest	2,649,400	2,841,679	2,760,450
Recreation Chrg & Rental	1,033,500	1,044,379	972,350
	3,682,900	3,886,058	3,732,800
Carryover FY18-19	203,158		
Total Revenue	4,626,402		4,560,834
EXPENDITURES			
Salaries and Employee Benefits	2,427,490	2,350,648	2,526,575
Services and Supplies	1,001,375	1,004,134	1,171,785
Interfund Chrgs/Contingency	152,500	1,706	152,000
Capital Improvements	400,000	-	695,000
Total	3,981,365	3,356,489	4,545,360
Projects/Reserve to be Decided	15,474		
Current Reserve Balance	1,492,823		
	1,508,297		

Account Number	Account Title	FY 18-19 Adopted Budget	FY 18-19 Final Year End	Difference	FY 19-20 Recommend Base Budget	Change Adopted vs. Base Budget	Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)
1000	Salaries & Employee Benefits						
10111000	S & W Full-time	1,129,549	1,062,437	67,112	1,214,180	84,631	2% COLA (\$24,209), Merits/Steps for all Divisions, DA Contract renewal, Teen Programming. Decrease in Final FY18-19 due to vacancies
10112100	Part-time / Seasonal Help	564,810	544,136	20,674	508,568	(56,242)	Decrease due to Bridges Site reduction and taking into account increase in Minimum Wage
10112400	Advisory Board Members	5,000	2,300	2,700	2,500	(2,500)	Board of Directors
10113200	Time/One Half - OT	-	595	(595)	-	-	Unknown and must be approved. Overtime at 40 hours per week. FLSA Standard
10114300	Allowances	6,000	6,000	-	6,000	-	District Administrator Car Allowance
10115200	Terminal Pay	-	12,938	(12,938)	-	-	Vacation and Severance Pay -
	Salaries	1,705,359	1,628,405	76,954	1,731,248	25,889	
10121000	Retirement - SCERS	340,768	334,337	6,431	377,467	36,699	Increase due to SCERS Board adjusting the rates on July 1 and 2% COLA (approximately \$7,688) for FY2020
10122000	OASDHI - Employer Cost	24,728	22,586	2,142	25,172	444	Increase based actual wages
10123000	Group Ins. - Employer Cost	287,306.00	269,747	17,559	290,571	3,265	WHA lowest premium FY 19-20 increases of approximately 5% for WHA & Sutter. Decrease overall due to vacancies, deduction of Dental, Life, & Vision
10123002	Dental Plans - Employer Cost	-	28,023	(28,023)	28,749	28,749	Moved into its own GL Account - Delta Dental
10123003	Life Insurance - Employer Cost	-	331	(331)	375	375	Moved into its own GL Account - Basic Life \$18K
10123004	Vision Insurance - Employer Cost	-	345	(345)	400	400	Moved into its own GL Account and option for participation in Vision Service Plan (VSP) Employee Pay
10124000	Comp Ins. - Employer Cost	44,850.00	49,099	(4,249)	57,593	12,743	Industry Driven - Rate Increase for Parks and Recreation Divisions
10125000	SUI - Employer Cost	24,479.00	17,774	6,705	15,000	(9,479)	Decreased due to fluxuating staff
	Benefits	722,131.00	722,243	(112)	795,327	73,196	
	Total Salaries & Emp Benefits	2,427,490.00	2,350,648	76,842	2,526,575	99,085	

Account Number	Account Title	FY 18-19 Adopted Budget	FY 18-19 Final Year End	Difference	FY 19-20 Recommend Base Budget	Change Adopted vs. Base Budget	Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)
2000 Services and Supplies							
20200500	Adv/Legal Notices/Marketing	4,100	4,154	(54)	4,150	50	Ads, Banners, Job Announcements, Bids
20201500	Blueprints & Copying Services	-	-	-	-	-	Blue Prints & Copy for District Projects
20202100	Books, Periodicals Subsc Srvc	300	16	284	-	(300)	Newspaper Subscriptions/Seminar Materials
20202200	Books, Periodicals Supplies	-	-	-	-	-	Educational Resources and Manuals
20202900	Business & Conference Exp.	5,000	6,462	(1,462)	3,000	(2,000)	CPRS, CSDA, NRPA, CARPD
20203500	Education & Training Services	5,000	3,206	1,794	5,000	-	Sportsman Training, Seminars - Regulatory & Skill Development , Park Expo
20203600	Education & Training Supplies	-	-	-	1,000	1,000	Education & Training Materials
20203900	Employee Transportation	4,125	3,122	1,003	3,500	(625)	Mileage for Employee - District Business
20205100	Insurance/Liability - CAPRI	65,000	70,915	(5,915)	76,775	11,775	Liability, HUB (offset by rentals), Volunteer Insurances
20206100	Memberships	8,710	8,736	(26)	8,710	-	CPRS, CSDA, NRPA, CARPD, CEA, Tree Foundation, Urban Creeks, Irrigation Association, Carmichaels Chamber and Kiwanis Club; Arden Arcade Rotary
20206500	Photo & Film Services	200	89	111	100	(100)	Print Development
20206600	Photo & Film Supplies	200	23	177	100	(100)	Rechargeable Batteries and Print Material
20207600	Office Supplies	5,000	4,382	618	5,000	-	Recycled Paper, Clips,
20208100	Postage Services	10,000	11,138	(1,138)	11,500	1,500	UPS, Fed Ex, Stamps, Meters
20208500	Printing & Binding Services	38,000	31,461	6,539	32,000	(6,000)	Brochure, Flyers, Registration Forms
20210300	Agri/Hort Services	0	3,107	(3,107)	0	-	Delete Account
20210400	Agri/Hort Supplies	0	219	(219)	0	-	Delete Account
20211100	Bldg. Maintenance Services	8,000	28,165	(20,165)	25,000	17,000	HVAC Systems & Monitoring
20211200	Bldg. Maintenance Supplies	8,000	7,964	36	8,000	-	Carpentry and Maintenance Supplies
20212200	Chemical Supplies	1,500	328	1,172	2,000	500	Splash Pad Maintenance/Water Quality
20213100	Elect Maintenance Services	5,000	1,119	3,881	5,000	-	Cabling and Connectivity for Facilities & Lights
20213200	Elect Maintenance Supplies	2,500	1,272	1,228	2,500	-	Electrical Wire, Cables, Tubing, Electrical Equipment
20214100	Land Improvement Services	18,000	22,601	(4,601)	20,000	2,000	Repairs to Park Infrastructure, Turf, Benches, Signs, Picnic Areas, and Water Fountains
20214200	Land Improvement Supplies	9,000	7,801	1,199	8,000	(1,000)	Equipment & Supplies for Support and Maintenance
20215100	Mech Systems Services	10,000	12,201	(2,201)	13,000	3,000	Misc. mechanical services
20215200	Mech Systems Supplies	2,000	134	1,866	1,400	(600)	Misc. mechanical supplies
20216100	Painting Services	2,000	5,200	(3,200)	5,500	3,500	Professional Painters for Area Projects
20216200	Painting Supplies	2,000	985	1,015	1,500	(500)	Supplies for minor paint jobs
	sub total	213,635	234,800	(21,165)	242,735	29,100	

Account Number	Account Title	FY 18-19 Adopted Budget	FY 18-19 Final Year End	Difference	FY 19-20 Recommend Base Budget	Change Adopted vs. Base Budget	<i>Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)</i>
2000	Services and Supplies						
20216700	Plumbing Services	3,500	1,780	1,720	3,000	(500)	Professional Plumbers and Services
20216800	Plumbing Supplies	1,000	9,572	(8,572)	10,000	9,000	Plumbing tools and equipment for light maintenance
20219100	Electricity / SMUD	75,000	68,382	6,618	70,000	(5,000)	Electricity for Buildings and Park Lights
20219200	P G & E	7,000	8,882	(1,882)	9,000	2,000	District Office, MOCC, Swanston, Shop
20219300	Refuse Collection & Disposal	15,000	15,834	(834)	16,500	1,500	Monthly Garbage Collection & Disposal
20219500	Sewage Disposal	7,500	6,417	1,083	7,025	(475)	Monthly Services for All Facilities
20219700	Telephone Services	36,000	6,099	29,901	22,000	(14,000)	Moving to VOIP
20219800	Water	0	5,286	(5,286)	0	-	Delete Account
20220500	Auto Maintenance Services	5,000	4,580	420	5,000	-	Standard Maintenance for Fleet
20220600	Auto Maintenance Supplies	1,000	1,639	(639)	2,000	1,000	Basic Supplies for Fleet
20222600	Expendable Tools	1,250	573	677	1,250	-	Hardware and Hand Tools
20222700	Cell Phone	9,840	5,125	4,715	5,500	(4,340)	T-Mobile and Reimbursements
20223600	Fuel & Lubricants	13,000	16,395	(3,395)	16,500	3,500	District Fleet, Van Trips, ASA Shuttle, & Irrigation Van - Price Increase
20226200	Office Equipment Maint Sup	4,000	1,621	2,379	2,000	(2,000)	Backup Batteries, Toner, Ink, Laptops
20226500	Inventoriable Equipment	23,000	27,173	(4,173)	20,000	(3,000)	Computer Rotation and Infrastructure for Network/Stump Grinder
20227100	Radio & Electric Services	3,000	2,050	950	3,000	-	Alarm Monitoring Company - Local
20227200	Radio & Electric Supplies	500	-	500	500	-	Alarm Units and Batteries
20227500	Rents & Leases	21,000	17,916	3,084	19,700	(1,300)	Preschool \$11,700/ SJUSD \$2,500 Permits, \$1,500 Misc Parks/\$4,000 Copiers (3)
20228200	Shop Equip Maint Svcs	-	176	(176)	500	500	Misc. Vendors for
20229100	Other Equipment Services	1,000	(130)	1,130	1,000	-	Maintenance Handheld Equipment
20229200	Other Equipment Supplies	250	646	(396)	750	500	Misc Supplies not Identified
20231300	Uniform Allowance	6,500	6,463	37	6,500	-	Safety Boots, Uniforms, and Towel Service
20231400	Clothing & Personal Supplies	8,000	5,594	2,406	6,500	(1,500)	Program Participant T-shirts; Some Staff Shirts.
20232100	Custodial Services	70,000	68,738	1,262	70,000	-	Contract Service for Park Restroom and Facilities
20232200	Custodial Supplies	3,500	10,831	(7,331)	6,000	2,500	Paper Products, Cleaning Agents, and Cleaning Equipment
20233200	Food Supplies	14,000	15,769	(1,769)	14,700	700	Camps Programs, Afterschool Programs, Volunteer Luncheons, Jr. Leader Training, Coffee Service
20234200	Kitchen & Dining Supplies	1,100	836	264	1,100	-	Utensils, Napkins, Cups, Plates - Special Events & Programs
20244400	Medical Supplies	3,000	3,331	(331)	3,000	-	First Aid Supplies, Sun Screen, Ice Packs and Other Items/OSHA & SB198 Compliance, Safety Committee
	sub-total	333,940	311,580	22,360	323,025	(10,915)	

Account Number	Account Title	FY 18-19 Adopted Budget	FY 18-19 Final Year End	Difference	FY 19-20 Recommend Base Budget	Change Adopted vs. Base Budget	Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)
2000 Services and Supplies							
20250500	Accounting Services	2,700	2,300	400	2,500	(200)	Financial Transaction Report and CAFRA Reports
20250700	Tax/Assess Collection	38,000	48,290	(10,290)	48,500	10,500	County Property Tax Collection Fee
20254100	DOJ/Sheriffs - Fingerprints	4,500	4,121	379	5,000	500	Livescans and Fingerprinting
20255100	Planning Services	-	559	(559)	-	-	Delete Account
20255200	Environmental Svc	-	-	-	-	-	Delete Account
20257100	Security Service	-	25,746	(25,746)	85,000	85,000	Sheriffs Off Duty/FEC Police
20259100	Other Professional Services	34,500	6,435	28,065	17,000	(17,500)	Audit Services FY18-19 (\$12,0000), Carmichael Co-sponsorship (\$5,000)
20281100	Computer System Services	29,000	16,900	12,100	21,500	(7,500)	District Network Manager & Backup Services
20281200	Computer Equip - Supplies	2,000	759	1,241	6,000	4,000	Datto Replacement, Server Stabilization,
20281304	Sales Tax Adjustment	4,800	-	4,800	1,000	(3,800)	This is charged for Sales Tax Board of Equalization
20283100	Fees & Mileage - Juror	-	45	(45)	-	-	Delete Account
20283101	Fees & Licensing	-	2,273	(2,273)	4,000	4,000	Facility Dude, Sportsman, Adobe, When I Work, Office 365,
20285100	Recreation Services	274,000	288,052	(14,052)	278,000	4,000	Contractors, Instructors, Vendors, SCIP Programs
20285200	Recreation Supplies	19,000	18,849	151	19,000	-	DO, MOCC and SCC Programs
20285300	Recreation Programs P-S	-	-	-	70,000	70,000	Teen Program Planning & Development
20287800	Merchant Services - County	12,000	4,767	7,233	5,000	(7,000)	Credit Card Fees: Online Registration Fees
20288000	Prior Year Service Expenditure	600	-	600	-	(600)	Prior Year Sales Tax Audit - County DOF
20289800	Other Operating Exp Services	-	1,156	(1,156)	1,500	1,500	District Meeting Materials
20289900	Other Operating Exp Supplies	3,000	2,413	587	3,000	-	Employee Recognition
20291100	Internet Services Provider -	26,000	31,413	(5,413)	35,250	9,250	Internet - Consolidated Services
20291500	COMPASS Access Fee	3,700	3,678	22	3,775	75	License & Access to Payroll & Payment Services
	sub total	453,800	457,754	(3,954.34)	606,025	152,225	
	Grand Total Services & Supplies	1,001,375.00	1,004,134	(2,759.33)	1,171,785.00	170,410	
		17%					

Account Number	Account Title	FY 18-19 Adopted Budget	FY 18-19 Final Year End	Difference	FY 19-20 Recommend Base Budget	Change Adopted vs. Base Budget	Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)
3000 Taxes/License/Assessments							
34345000	Tax/License/Assessment	2,500	1,706	794	2,000	(500)	District Contribution to Assess & SAFCA
4000 Capital Improvements							
42420100	Buildings	-	-	-	375,000	375,000	District Office ADA Compliance
42420200	Structures & Improvements	400,000	-	-	320,000	(80,000)	Orville Wright, EOP Pickle Ball, Preschool, MOCC Tile for Hallways
		400,000			695,000	295,000	
7000 Contingency Fund							
79790100	Contingency Appropriation	150,000	-	150,000	150,000	-	Emergencies - Boiler, Heating & Air, Playground
	Reserve Provision	-	-				
	Grand Totals	3,981,365.00	3,356,489	624,876.49	4,545,360	563,995	
	Appropriation Carry Over		624,876				

REVENUE		FY 18-19 Adopted Budget	FY 18-19 Final Year End	Difference	FY 19-20 Recommend Base Budget	Change Adopted vs. Base Budget	
	Fund Balance	943,502	943,502		828,034		
	Reserve Release	-	-	-	-	-	
9101	Prop Tax - Cur Secured	2,420,000	2,591,520	(171,520)	2,520,000	100,000	Sacramento Property Tax - Assessors Office
9102	Prop Tax - Cur Unsecured	85,000	94,820	(9,820)	94,000	9,000	
9103	Supplemental Prop Tax	55,000	72,565	(17,565)	66,000	11,000	Sacramento Property Tax - Assessors Office
9104	Prop Tax Secure Delinq	25,000	18,950	6,050	18,000	(7,000)	
9105	Prop Tax Sup Delinq	2,000	3,736	(1,736)	2,500	500	Sacramento Property Tax - Assessors Office
9106	Prop Tax Unitary	60,000	58,464	1,536	58,000	(2,000)	
9120	Prop Tax Redempt	100	105	(5)	100	-	
9130	Prop Tax - Prior Unsecured	2,000	1,031	969	1,500	(500)	Sacramento Property Tax - Assessors Office
9140	Penalties	300	487	(187)	350	50	
	sub total	2,649,400	2,841,679	(192,279)	2,760,450	111,050	
9410	Interest Income	12,000	36,568	(24,568)	30,000	18,000	
9429	Bldg. Rental - Other	55,000	53,342	1,658	55,000	-	
9441	Ad Concessions	-	-	-	-	-	
9448	Recreation Concessions	-	-	-	4,550	4,550	Snack Bar @ Swanston Community Center
9522	Homeowner Prop Tax Relief	26,500	26,501	(1)	26,500	-	
9532	Aid County Funds	-	-	-	-	-	
9569	State Grants - Bridges	235,000	229,626	5,374	161,300	(73,700)	ACES Program - Reduction in Schools Served
9646	Recreation - Svc Charge	640,000	641,108	(1,108)	645,000	5,000	Recreation Classes, Programs, Activities, Special Events
9699	SVC Fees Other	-	-	-	-	-	Delete Account
9710	Cash Overages	-	188	(188)	-	-	Petty Cash Fund
9730	Donations & Contributions	30,000	14,388	15,612	15,000	(15,000)	Coffee Fund, Trusts,
9740	Insurance Proceeds	20,000	19,674	326	20,000	-	CAPRI Dividends. HUB - Rentals
9790	Misc. Other Revenue	15,000	22,984	(7,984)	15,000	-	Restitutions, Reimbursements,
979904	Prior Year Misc Revenue	-	-	-	-	-	
	sub-total	1,033,500	1,044,379	(10,879)	972,350	(61,150)	
	Grand Total	4,626,402	4,829,560	(203,158)	4,560,834	49,900	
		203,157.69	Revenue				
		624,876.06	Expenditures		15,474		
	Revenue Carry Over	828,033.75	Total				
	Current Reserve Balance	1,492,823					
		15,474					
		1,508,297					

Revenue Sources for Projects		FY 2018-19	FY 2018-19	FY2019-20	Budget/ Fund	
Grant		Base	Actual	Preliminary	for Project	
Property Taxes						
4201 Structures and Improvements						
Mission North Park		-	-	375,000		Front Entrance & Lobby - District Office ADA Compliance
4201 Sub-total		-	-	375,000		
4202 Improvements Other than Buildings						
Orville Wright Park		-	-	200,000		New Playground Structure ADA Compliant
Eastern Oak Park		-	-	85,000		Resurface and Paint Pickle Ball Courts
Lutheran Church - Preschool		-	-	17,500		Restroom and Flooring Improvements
Mission Oaks Community Center		-	-	17,500		Tile Replacement and Improvements
4202 Sub-total		\$ -	-	320,000		
4300 Capital Equipment						
4301 Sub-total		-	-	-		
Total Capital Improvements FY 2019-20		0		695,000		
Total FY2019-2020 Improvement Fund 336A				\$ 695,000		
Total FY2019-2020 Improvement Fund 336B				\$ 675,000		
				1,370,000		

Five-Year Capital Improvement Plan

	A	B	C	D	E	F	G	H	I
1	Capital Improvement Projects	Park/Facility Site Location	Priority Level	Cost	FY2019/2020	FY2020/2021	FY2021-2022	FY2022/2023	FY2023/2024
2	Descriptions		(Year 1-5)	Estimate					
3	HVAC/ Heating and A.C. System	Gibbons Community Center	Priority 2	275,000		275,000			
4	Update Ten Year District Master Plan	MORPD -	Priority 5						300,000
5	Complete Pathways & Irrigation	Gibbons Park	Priority 3	200,000			200,000		
6	Outdoor Entertainment/Concert Area behind the Community Center	Gibbons Park	Priority 4	200,000				200,000	
7									
8	ADA Improvements/Front of Building including Walkway to Entrance of Lobby	District Office - General Fund 336A	Priority 1	375,000	375,000				
9	ADA Improvements Other	Swanston Park - Assessment Fund 336B	Priority 1	200,000	200,000				
10									
11	Repair Erosion Encroachment Issues	Mission North/Chicken Ranch Slough	Priority 2	50,000		50,000			
12									
13	Storage & Upgrade to Splash Pad	Swanston Park - Assessment	Priority 1	475,000	475,000				
14	Building Security - Safety Glass in Lobby	Swanston Park - Assessment	Priority 2	125,000	-				
15	Replacement of Play Equipment	Swanston Park	Priority 2	100,000			100,000		
16	Re-Program Sand Volley Ball Courts	Swanston Park	Priority 2	150,000		150,000			
17									
18	ADA Improvements	Other District Facilities	Allocation Per Year	200,000		200,000	200,000	200,000	200,000
19									
20	New Gymnasium	Swanston Park	Priority Unknown	\$8-10 Million					
21									
22	Dog Park	Gibbons Park	Priority Unknown	300,000					
23									
24	Playground Replacement	Orville Wright - General Fund	Priority 1	200,000	200,000				
25		Del Paso Manor School Park	Priority 3	100,000			100,000		
26								100,000	
27									
28	Equipment Replacement	2001 Ford Ranger - 47,412 miles	Priority Unknown	25,000					
29	Equipment Replacement	2001 Ford F250 - 92,136 miles	Priority Unknown	25,000					
30	Equipment Replacement	2003 Ford Windstar - 46,196 miles	Priority Unknown	25,000					
31	Equipment Replacement	2009 Ford F350 -	Priority Unknown	25,000					
32									
33	Resurface Pickle Ball Courts	Eastern Oak - General Fund	Priority 1	85,000	85,000				
34	Tennis Courts Resurfacing - Colorcoat	Swanston & Gibbons South Courts	Priority 2			100,000			
35	Tennis Courts Resurfacing - Colorcoat	Gibbons North/Shelfield/Sierra Oaks	Priority 2			10,000			
36									
37	Resurface Basketball Courts (3 Full/4 Half)	Ashton/Gibbons/Windemere/Swanston	Priority 3	\$4,000-\$8,000			8,000		
38									
39	Paint Facilities Interior/Exterior	District Office (Interior)	Priority 2	25,000		25,000			
40									

Five-Year Capital Improvement Plan

	A	B	C	D	E	F	G	H	I
41									
42	Replace Flooring with Tile	Mission Oaks Comm Ctr - General Fund 336A	Priority 1	17,500	17,500				
43									
44									
45	Parking Lot Slurry Seal/Striping	Ashton	Priority 3				75,000		
46	Parking Lot Slurry Seal/Striping	Eastern Oak, D.O., Gibbons,		\$75,000-				100000	
47	Parking Lot Slurry Seal/Striping	Swanston, Valley Oak		\$150,000					100,000
48									
49	Expansion of Walking Paths	Swanston Park	Priority Unknown	\$200,000-					
50				\$400,000					
51	Roofing Replacement	MOCC Year 2029							
52	Roofing Replacement	Swanston Year 2040							
53	Roofing Replacement	District Office year 2050							
54									
55									
56									
57	Replace Classroom & Bathroom Tile	Pre-School - General Fund 336B	Priority 1	17,500	17,500				
58	Pre-School/Interior Paint	Classroom - Assessment	Priority 2			3,500			
59	Pre-School/Replace Restroom Fixture	Classroom - Assessment	Priority 3				1,500		
60	Pre-School/Replace Carpets	Classroom - Assessment	Priority 4					2,500	
61				TOTAL	1,370,000	813,500	684,500	602,500	600,000
62					FY2019/2020	FY2020/2021	FY2021-2022	FY2022/2023	FY2023/2024
63									

STAFF REPORT



DATE: August 1, 2019

TO: MORPD Advisory Board of Directors

FROM: Nghia Nguyen and Rick Morin – Finance Committee
Daniel Barton, District Administrator
Cindy P. Banville, Finance Superintendent
J.R. Hichborn, Parks Superintendent
Barry Ross, Recreation Superintendent

SUBJECT: Approve the Proposed Mission Oaks Maintenance and Improvement District Budget (336B) for FY 2019-20.

BACKGROUND:

Staff has prepared the FY 2019-20 final Assessment budget for your review and approval. If there are no further changes or comments this budget will be forwarded to the County Executive Office where it will become part of the overall County budget package for final approval from the Board of Supervisors at the September hearings.

DISCUSSION:

The Assessment District budget includes the pump house for Swanston Splash Park and the Swanston Park ADA improvements. We will be spending \$369,000 in service and supplies and \$675,000 in capital improvements from the assessment budget. The finance committee has asked staff to move any funds we may receive from any other sources besides the Assessment charge to the General Fund budget to provide tax payers a clearer look as to what the assessment truly funds. Staff plans on implementing this at next years preliminary budget.

RECOMMENDATION:

That the Advisory Board approves the Preliminary Mission Oaks Maintenance and Improvement District Budget (336B) for FY 2019-20 as presented by the Finance Committee and staff.

	Adopted FY2019	Year End Final	FY2020 September
CARRYOVER			
Carryover-	-121,589	-121,589	-267,307
REVENUE	Adopted FY2019	Year End Final	FY2020 September
Assessment & Interest	1,182,225	1,008,519	1,023,000
Cell Tower Lease & Grants	545,500	87,366	305,304
Total	1,727,725	1,095,884	1,328,304
Reserve Release	5,364	5,364	
Carryover & Revenue	1,727,725	979,659	1,060,997
EXPENDITURES	Adopted FY2019	Year End Final	FY2020 September
Services and Supplies	491,500	472,653	369,000
Interfund Chrgs/Contingency		-	-
Capital Improvements	1,120,000	774,312	675,000
Total	1,611,500	1,246,966	1,044,000
			Difference
Projects/Reserve to be Decided	16,997		16,997
Current Reserve Balance	196,016		
	213,013		

		FY 18-19 Adopted Budget	FY 18-19 Actual Year End	Difference	FY 19-20 Final	Change Adopted vs. Base Budget	<i>Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)</i>
2000 Services & Supplies							
20210300	Agriculture & Horticulture Service	250,000	223,738.86	26,261	235,000	-15,000	Landscape Contract for Park Maintenance/Care
20210400	Agriculture & Horticulture Supply	10,000	3,604.06	6,396	5,000	-5,000	Supplies for Maintenance & Care of Parks
20211100	Building Maintenance Service	20,000	1,650.77	18,349	0	-20,000	Moved to General Fund
20211200	Building Maintenance Supply	10,000	1,772.34	8,228	0	-10,000	Moved to General Fund
20212200	Chemical Supplies	1,500	776.14	724	0	-1,500	Moved to General Fund
20213100	Elect Maintenance Services	0	5,115.00	-5,115	0	0	
20213200	Elect Maintenance Supplies	0	16.10	-16	0	0	
20214100	Land Improvement Service	0	0.00	0	0	0	
20214200	Land Improvement Supply	0	0.00	0	0	0	
20215100	Mechanical Systems Maint. Services	0	0.00	0	0	0	
20215200	Mechanical Systems Maint. Supplies	0	0.00	0	0	0	
20216100	Painting Services	0	0.00	0	0	0	
20216200	Painting Supplies	0	0.00	0	0	0	
20216700	Plumbing Services	0	0.00	0	0	0	
20216800	Plumbing Supplies	0	0.00	0	0	0	
20216800	Telephone Service	0	0.00	0	0	0	
20219800	Water Service	115,000	122,832.97	-7,833	125,000	10,000	Irrigation and Domestic Water/Plan for Increase in Fees
20220500	Auto Maint. Service	0	26.88	-27	0	0	
20220600	Auto Maint. Supplies	0	0.00	0	0	0	
20222600	Expendable Tools	0	0.00	0	0	0	
20222700	Cell Phone/Pager Service	0	185.79	-186	0	0	
20223600	Fuel & Lubricants	0	0.00	0	0	0	
20225100	Medical Eq Maintenance	0	0.00	0	0	0	
20226200	Office Equipment Maintenance	0	0.00	0	0	0	
20226500	Inventoriable Equipment	0	0.00	0	0	0	
20227100	Radio & Electronic Services	0	0.00	0	0	0	
20227200	Radio & Electronic Supplies	0	0.00	0	0	0	
20227500	Rents & Leases	0	0.00	0	0	0	
20229100	Other Equip Maint. Services	0	0.00	0	0	0	
20229200	Other Equip Maint. Supplies	0	0.00	0	0	0	
20232200	Custodial Services	0	0.00	0	0	0	
	sub-total	406,500	359,719	46,781	365,000	-41,500	

		FY 18-19 Adopted Budget	FY 18-19 Actual Year End	Difference	FY 19-20 Final	Change Adopted vs. Base Budget	<i>Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)</i>
2000 Services & Supplies							
2024400	Medical Supplies	0	0.00	0	0	0	
20255100	Planning Services	0	0.00	0	0	0	
20257100	Security Service	85,000	84,013.91	986	0	-85,000	Moved to Fund 336A due to changes in Prop 218 and Security
20259100	Other Professional Services	0	6,520.75	-6,521	0	0	
20281304	Sales Tax Adj - Board of Equalization	0	0.00	0	0	0	
20283101	Fees	0	3,031.88	-3,032	3,000	3,000	Permits, Drawings, and Plans - County Charges
20288000	PY Expend	0	956.76	-957	1,000	1,000	Prior Year Costs Not Accounted for in FY18-19
20289800	Other Op Exp Sups	0	0.00	0		0	
20293100	Assessment Collection	0	0.00	0	0	0	
20293400	Public Works Services	0	0.00	0	0	0	
20293402	Technical Services	0	18,411.00	-18,411	0	0	Deleted - County Chrges for Eastern Oak Park - Completed
	sub-total	85,000	112,934	-27,934	4,000	-81,000	
	Total Services & Supplies	491,500	472,653.21	18,847	369,000	-122,500	
4000 Fixed Assets							
42420100	Buildings	100,000	0.00	100,000	475,000		
42420200	Improvements	1,020,000	774,312.46	245,688	200,000	574,312	Swanston Park - Splash Pad Upgrades & Repairs
43430100	Equipment	0	0.00	0	0	0	
	Total Fixed Assets	1,120,000	774,312.46	345,688	675,000	-445,000	
		0			60%		
7000 Contingency Appropriation							
79790100	Contingency Appropriation	0	0	0	0		
	Grand Total	1,611,500	1,246,965.67	364,534	1,044,000	-567,500	
	New Carryover	364,534					

Revenues Summary		FY 18-19 Adopted Budget	FY 18-19 Estimated Year End	Difference	FY 19-20 Final	Change Adopted vs. Base Budget	<i>Provide a detailed description of what is budgeted in each account AND an explanation of changes from Adopted Budget to Actual YE and Adopted Budget to Base (including AARs or other significant changes)</i>
	Carryover	-121,589	-121,589		-267,307		Prop 68 & Land Water Grant not Realized - Due in October2019
	Reserve Release	5,364	5,364		-		
94941000	Interest Income	10,000	64.00	9,936	100	-9,900	Based on Two Year Average - Balance has been below \$200K
95953200	Aid to County Funds	21,500	29,450.61	(7,951)	29,500	8,000	Hazelwood Reimbursement
95956900	State Grant - Land & Water	280,000	34,296.24	245,704	245,704	-34,296	Balance of Land & Water Grants for Gibbons Pathway
96963200	Aud/Acct Fees	-	25,495.54	(25,496)	-	0	Miss coded Should be part of the Lease Property
96969000	Lease Property - Cell Towers*	44,000	28,733.19	15,267	30,000	-14,000	Valley Oak Park - New Co-located Tower plus T-Mobile
97973000	Donations/Contributions	200,000	0	200,000	-	-200,000	Prop 68 Second Round - Unknown Release Date
97974000	Insurance Proceeds	-	10,883.50	(10,884)	-	0	Deleted - Wrong Fund
97976200	Assessment Fees	1,172,225	1,008,454.82	163,770	1,023,000	-149,225	
97979000	Miscellaneous Revenue	-	-41,493.57	41,494	-	0	JV Corrections to GL Accounts
	Total	1,727,725	1,095,884.33	631,841	1,060,997	-666,728	
	Grand Total	1,611,500	979,659.33	-631,841	16,997	-666,728	
	New Carryover	-631,841					
		364,534					
		-267,307					
	Reserve Balance	196,016					
		16,997					
		213,013					

	FY 2018-19	FY 2018-19	FY2019-20		
	Base	Actual	Preliminary		
Revenue Sources for Projects					
Assessment Fees					
Grant - State Parks					
Interest					
4201 Structures and Improvements					
Swanston Pump House and Storage	100,000	-	475,000		
4201 Sub-total	100,000	-	475,000		
4202 Improvements Other than Buildings					
Eastern Oak Park - Redevelopment Final	220,000	-	-		
Gibbons Pathway Improvement - Phase I	400,000	-	-		
Gibbons Irrigation - Phase II	400,000	-	-		
Swanston Community Park	200,000	-	200,000	ADA Compliance and Restroom Improvements	
4202 Sub-total	1,220,000	-	200,000		
4300 Capital Equipment					
	-	-	-		
4301 Sub-total	-	-	-		
Total Capital Improvements FY 2019-20					
	1,320,000		675,000		
Total FY2019-2020 Improvement Fund 336B			675,000		
Total FY2019-2020 Improvement Fund 336A			695,000		
			1,370,000		

Five-Year Capital Improvement Plan

	A	B	C	D	E	F	G	H	I
1	Capital Improvement Projects	Park/Facility Site Location	Priority Level	Cost	FY2019/2020	FY2020/2021	FY2021-2022	FY2022/2023	FY2023/2024
2	Descriptions		(Year 1-5)	Estimate					
3	HVAC/ Heating and A.C. System	Gibbons Community Center	Priority 2	275,000		275,000			
4	Update Ten Year District Master Plan	MORPD -	Priority 5						300,000
5	Complete Pathways & Irrigation	Gibbons Park	Priority 3	200,000			200,000		
6	Outdoor Entertainment/Concert Area behind the Community Center	Gibbons Park	Priority 4	200,000				200,000	
7									
8	ADA Improvements/Front of Building including Walkway to Entrance of Lobby	District Office - General Fund 336A	Priority 1	375,000	375,000				
9	ADA Improvements Other	Swanston Park - Assessment Fund 336B	Priority 1	200,000	200,000				
10									
11	Repair Erosion Encroachment Issues	Mission North/Chicken Ranch Slough	Priority 2	50,000		50,000			
12									
13	Storage & Upgrade to Splash Pad	Swanston Park - Assessment	Priority 1	475,000	475,000				
14	Building Security - Safety Glass in Lobby	Swanston Park - Assessment	Priority 2	125,000	-				
15	Replacement of Play Equipment	Swanston Park	Priority 2	100,000			100,000		
16	Re-Program Sand Volley Ball Courts	Swanston Park	Priority 2	150,000		150,000			
17									
18	ADA Improvements	Other District Facilities	Allocation Per Year	200,000		200,000	200,000	200,000	200,000
19									
20	New Gymnasium	Swanston Park	Priority Unknown	\$8-10 Million					
21									
22	Dog Park	Gibbons Park	Priority Unknown	300,000					
23									
24	Playground Replacement	Orville Wright - General Fund	Priority 1	200,000	200,000				
25		Del Paso Manor School Park	Priority 3	100,000			100,000		
26								100,000	
27									
28	Equipment Replacement	2001 Ford Ranger - 47,412 miles	Priority Unknown	25,000					
29	Equipment Replacement	2001 Ford F250 - 92,136 miles	Priority Unknown	25,000					
30	Equipment Replacement	2003 Ford Windstar - 46,196 miles	Priority Unknown	25,000					
31	Equipment Replacement	2009 Ford F350 -	Priority Unknown	25,000					
32									
33	Resurface Pickle Ball Courts	Eastern Oak - General Fund	Priority 1	85,000	85,000				
34	Tennis Courts Resurfacing - Colorcoat	Swanston & Gibbons South Courts	Priority 2			100,000			
35	Tennis Courts Resurfacing - Colorcoat	Gibbons North/Shelfield/Sierra Oaks	Priority 2			10,000			
36									
37	Resurface Basketball Courts (3 Full/4 Half)	Ashton/Gibbons/Windemere/Swanston	Priority 3	\$4,000-\$8,000			8,000		
38									
39	Paint Facilities Interior/Exterior	District Office (Interior)	Priority 2	25,000		25,000			
40									

Five-Year Capital Improvement Plan

	A	B	C	D	E	F	G	H	I
41									
42	Replace Flooring with Tile	Mission Oaks Comm Ctr - General Fund 336A	Priority 1	17,500	17,500				
43									
44									
45	Parking Lot Slurry Seal/Striping	Ashton	Priority 3				75,000		
46	Parking Lot Slurry Seal/Striping	Eastern Oak, D.O., Gibbons,		\$75,000- \$150,000				100000	
47	Parking Lot Slurry Seal/Striping	Swanston, Valley Oak							100,000
48									
49	Expansion of Walking Paths	Swanston Park	Priority Unknown	\$200,000- \$400,000					
50									
51	Roofing Replacement	MOCC Year 2029							
52	Roofing Replacement	Swanston Year 2040							
53	Roofing Replacement	District Office year 2050							
54									
55									
56									
57	Replace Classroom & Bathroom Tile	Pre-School - General Fund 336B	Priority 1	17,500	17,500				
58	Pre-School/Interior Paint	Classroom - Assessment	Priority 2			3,500			
59	Pre-School/Replace Restroom Fixture	Classroom - Assessment	Priority 3				1,500		
60	Pre-School/Replace Carpets	Classroom - Assessment	Priority 4					2,500	
61				TOTAL	1,370,000	813,500	684,500	602,500	600,000
62					FY2019/2020	FY2020/2021	FY2021-2022	FY2022/2023	FY2023/2024
63									