



Agenda
Finance Committee Meeting
Monday, March 26, 2018 – 5:30pm
Swanston Community Center
2350 Northrop Avenue, Sacramento CA

AGENDA

Staff: Daniel Barton, Cindy Paredes-Banville, Debra Tierney, TJ Newman,
Barry Ross

Committee Members: Nghia Nguyen and Rick Morin

**Denotes agenda items with attached information*

1. Review of the Preliminary General Fund Budget, FY 2018-19*
2. Review of the Preliminary Assessment Budget, FY 2018-19*
3. Resolution Directing Preparation of the Engineer’s Report for the Parks and Recreation Maintenance and Improvement District of the Mission Oaks Recreation and Park District*

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 March 23, 2018, Debra Tierney, Clerk of the Board*

Account Number	Account Title	FY 17-18 Adopted Budget	FY 17-18 Est. Final	Difference	FY 18-19 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>
1000	Salaries & Employee Benefits						
10111000	S & W Full-time	1,170,387	1,048,468	(121,919)	1,174,130	3,743	Full-time Salary - Step Increase for Some
10112100	Part-time / Seasonal Help	522,662	654,833	132,171	552,890	30,228	Bridges, Seasonal, Minimum Wage Increase
10112400	Advisory Board Members	5,000	-	(5,000)	-	(5,000)	Board of Directors
10113200	Time/One Half - OT	-	-	-	-	-	
10114300	Allowances	-	-	-	-	-	District Administrator Contract - Travel Incidenta
10115200	Terminal Pay	-	-	-	-	-	
	Salaries	1,698,049	1,703,301	5,252	1,727,020	28,971	
10121000	Retirement - Employer Cost	312,475	310,874	(1,601)	321,244	8,769	
10122000	OASDHI - Employer Cost	24,631	24,654	23	25,483	852	
10123000	Group Ins. - Employer Cost	287,877	213,304	(74,573)	256,857	(31,020)	
10123002	Dental Plans - Employer Cost	-	-	-	-	-	Delta Dental - \$125 x 22 x12
10123003	Life Insurance - Employer Cost	-	-	-	-	-	\$1.70 x22x12 - Basic Life \$18K
10123004	Vision Insurance - Employer Cost	-	-	-	-	-	\$13.30 Family \$5.20 Single VSP
10124000	Comp Ins. - Employer Cost	59,869	45,525	(14,344)	48,618	(11,251)	
10125000	SUI - Employer Cost	24,479	21,795	(2,684)	22,262	(2,217)	
10121000	Part-time Retirement	-	-	-	-	-	
	Benefits	709,331	616,152	(93,179)	674,464	(34,867)	
	Total Salaries & Emp Benefits	2,407,380	2,319,453	(87,927)	2,401,484	(5,896)	
2000	Services and Supplies						
20200500	Adv/Legal Notices/Marketing	6,950	3,319	(3,631)	4,100	(2,850)	Ads, Banners, Job Announcements, Bids
20201500	Blueprints & Copying Services	100	-	(100)	0	(100)	Blue Prints & Copy for District Projects
20202100	Books, Periodicals Subsc Srv	400	275	(125)	300	(100)	Newspaper Subscriptions/Seminar Materials
20202200	Books, Periodicals Supplies	200	-	(200)	0	(200)	Educational Resources and Manuals
20202900	Business & Conference Exp.	13,200	4,438	(8,762)	9,000	(4,200)	CPRS, CSDA, NRPA, CARPD, ASLA, Park Expo
20203500	Education & Training Services	13,000	3,208	(9,792)	8,000	(5,000)	Seminars - Regulatory & Skill Development
	sub total	33,850	11,240	(22,610)	21,400		

		FY 17-18 Adopted Budget	FY 17-18 Est. Final	Difference	FY 18-19 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 & Supplies cont.:						
20203600	Education & Training Supplies	-	-	-	-	-	
20203900	Employee Transportation	4,500	3,492	(1,008)	4,125	(375)	Mileage for Employee - District Business
20205100	Insurance/Liability - CAPRI	59,500	62,500	3,000	60,500	1,000	Liability and Rental Insurance
20206100	Memberships	10,055	9,755	(300)	8,710	(1,345)	Foundation, Urban Creeks, Irrigation
20206500	Photo & Film Services	200	140	(60)	200	-	Print Development
20206600	Photo & Film Supplies	200	150	(50)	200	-	Rechargeable Batteries and Print Material
20207600	Office Supplies	7,500	5,000	(2,500)	5,000	(2,500)	Recycled Paper, Clips, & Other Supplies/Equipment
20208100	Postage Services	12,000	12,000	-	10,000	(2,000)	UPS, Fed Ex, Stamps, Meters
20208500	Printing & Binding Services	41,200	37,850	(3,350)	38,000	(3,200)	Brochure, Flyers, Registration Forms
20210400	Agri/Horticultural Supplies	-	47	47	-	-	
20211100	Bldg. Maintenance Services	-	506	506	10,000	10,000	
20211200	Bldg. Maintenance Supplies	35,000	898	(34,102)	10,000	(25,000)	Carpentry and Maintenance Supplies
20212200	Chemical Supplies	-	-	-	1,500	1,500	
20213100	Elect Maintenance Services	10,000	2,000	(8,000)	5,000	(5,000)	
20213200	Elect Maintenance Supplies	3,000	2,000	(1,000)	2,500	(500)	
20214100	Land Improvement Services	35,000	45,000	10,000	20,000	(15,000)	
20214200	Land Improvement Supplies	25,000	5,000	(20,000)	10,000	(15,000)	
20215100	Mech Systems Services	-	1,385	1,385	10,000	10,000	
20215200	Mech Systems Supplies	-	-	-	2,000	2,000	
20216100	Painting Services	2,500	-	(2,500)	2,000	(500)	
20216200	Painting Supplies	2,500	500	(2,000)	2,000	(500)	
20216700	Plumbing Services	3,500	700	(2,800)	3,500	-	
20216800	Plumbing Supplies	1,500	400	(1,100)	1,000	(500)	
20219100	Electricity / SMUD	75,000	66,439	(8,561)	75,000	-	Electricity for Buildings and Park Lights
20219200	P G & E	7,000	6,000	(1,000)	7,000	-	District Office, MOCC, Swanston, Shop
20219300	Refuse Collection & Disposal	12,000	12,000	-	15,000	3,000	Monthly Garbage Collection & Disposal
20219500	Sewage Disposal	8,000	6,000	(2,000)	7,500	(500)	Monthly Services for All Facilities
20219700	Telephone Services	25,000	25,000	-	36,000	11,000	Moving to VOIP
20219900	Telephone Maintenance	-	-	-	-	-	
20220500	Auto Maintenance Services	10,000	5,000	(5,000)	5,000	(5,000)	District Fleet Maintenance
20220600	Auto Maintenance Supplies	2,000	500	(1,500)	1,000	(1,000)	District Fleet Maintenance
20222600	Expendable Tools	2,500	2,500	-	1,250	(1,250)	Hardware and Hand Tools
	sub total	394,655	312,762	(81,893)	353,985		

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2000	Services & Supplies cont.:						
20222700	Cell Phone	8,000	8,000	-	9,840	1,840	Monthly Cellphone Service
20223600	Fuel & Lubricants	15,000	5,500	(9,500)	7,500	(7,500)	District Fleet Fuel
20225100	Medical Equipment	-	-	-	-		
20226200	Office Equipment Maint Sup	8,500	500	(8,000)	-	(8,500)	Backup Batteries, Toner, Ink, Laptops
20226500	Inventoriable Equipment	45,000	2,500	(42,500)	11,500	(33,500)	Computer & Irrigation Controllers
20227100	Radio & Electric Services	4,000	1,500	(2,500)	3,000	(1,000)	Alarm Monitoring Company - Local
20227200	Radio & Electric Supplies	1,000	100	(900)	500	(500)	Alarm Units and Batteries
20227500	Rents & Leases	22,000	22,000	-	21,000	(1,000)	Preschool Facility and Copiers
20229100	Other Equipment Services	1,500	1,971	471	1,500	-	Maintenance Handheld Equipment
20229200	Other Equipment Supplies	-	-	-	750	750	
20231300	Uniform Allowance	7,500	6,448	(1,052)	6,500	(1,000)	Devices
20231400	Clothing & Personal Supplies	10,850	9,430	(1,420)	8,000	(2,850)	Shirts.
20232100	Custodial Services	70,000	61,661	(8,339)	70,000	-	Monthly Restroom and Facilities
20232200	Custodial Supplies	5,000	2,000	(3,000)	3,500	(1,500)	Monthly Restroom and Facilities
20233200	Food Supplies	17,200	9,977	(7,223)	14,000	(3,200)	Camps Programs, Afterschool Programs, Volunteer Luncheons, Jr. Leader Training, Coffee Service
20234200	Kitchen & Dining Supplies	1,100	1,050	(50)	1,100	-	Utensils, Napkins, Cups, Plates - Special Events & Programs
20244400	Medical Supplies	5,400	2,586	(2,814)	3,000	(2,400)	Other Items/OSHA & SB198 Compliance, Reports
20250500	Accounting Services	2,700	2,700	-	2,700	-	
20250700	Tax/Assess Collection	38,000	34,619	(3,381)	38,000	-	County Property Tax Collection Fee
20254100	DOJ/Sheriffs - Fingerprints	6,000	4,500	(1,500)	5,000	(1,000)	Livescans and Fingerprinting
20255100	Planning Services	150,000	-	(150,000)	-	(150,000)	Gibbons Master Plan
20255200	Environmental Svc	-	-	-	-	-	Allocated to Assessment
20257100	Security Service	-	2,350	2,350	-	-	Allocated to Assessment
20259100	Other Professional Services	25,000	21,100	(3,900)	19,500	(5,500)	sponsorship, GIS and Mapping Services
20281100	Computer System Services	29,000	29,000	-	29,000	-	Symmetry IT Services
20281200	Computer Equip - Supplies	-	1,982	1,982	2,000	2,000	
20281300	Sales Tax Adjustment	-	754	754	800	-	Board of Equalization
20283100	Fees & Mileage - Juror	12,000.00	-	(12,000)	-	-	Delete Account
20283101	Fees & Licensing	0	1,500	1,500	4,000	4,000	Sportsman/COMPASS/Facility Dude
20285100	Recreation Services	250,000	278,860	28,860	274,000	24,000	Programs
	sub-total	734,750.00	512,588	(222,162)	536,690.00		

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2000	Services & Supplies cont.:						
20285200	Recreation Supplies	28,500	26,000	(2,500)	19,000	(9,500)	DO, MOCC and SCC Programs
20287800	Merchant Services - County	15,000	13,000	(2,000)	13,000	(2,000)	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	1,838	1,500	(338)	0	(1,838)	District Meeting Materials
20289900	Other Operating Exp Supplies	5,500	2,500	(3,000)	3,000	(2,500)	Employee Recognition
20291100	Internet Services Provider -	18,960	35,147	16,187	35,200	16,240	Internet - Consolidated Services
20291500	COMPASS Access Fee	3,000	2,758	(242)	3,000	-	County On-line Accounting System
	sub total	73,398	81,505	8,107	73,800		
	Grand Total Services & Supplies	1,236,653	918,095	(318,558)	985,875		
3000 Taxes/License/Assessments							
34345000	Tax/License/Assessment	2,162	2,162	-	2,500	338	District Contribution to the Assessment and SAFCA
4000 Capital Improvements - Fixed Assets							
42420200	Structures & Improvements	150,000	-	-	-	(150,000)	ADA Improvement
7000 Contingency Fund							
79790100	Contingency Appropriation	150,000	-	-	150,000	-	Mid Year Adjustments or Emergency Cost
	Grand Totals	3,946,195	3,239,710	(406,485)	3,539,859	(155,558)	
	Appropriation Carry Over		706,485				

REVENUE		FY 17-18 Adopted Budget	FY 17-18 Actual Year- End	Change Adopted vs. Actual Year- End	FY 18-19 Base Budget	Change Adopted vs. Base Budget	
	Fund Balance	-	-		26,686	26,686	
	Reserve Release	-	-	-	-	-	
9101	Prop Tax - Cur Secured	2,246,100	2,246,100	-	2,313,483	67,383	
9102	Prop Tax - Cur Unsecured	82,000	86,999	4,999	85,000	3,000	Maintaining Conservative Approach - Lookback Prior Year
9103	Supplemental Prop Tax	25,000	25,000	-	25,000	-	
9104	Prop Tax Secure Delinq	25,000	25,000	-	25,000	-	
9105	Prop Tax Sup Delinq	1,000	3,005	2,005	2,000	1,000	
9106	Prop Tax Unitary	50,000	50,000	-	50,000	-	
9120	Prop Tax Redempt	100	-	(100)	100	-	
9130	Prop Tax - Prior Unsecured	1,500	1,911	411	1,500	-	
9140	Penalties	300	300	-	300	-	
	sub total	2,431,000	2,438,315	7,315	2,529,069	98,069	
9410	Interest Income	7,500	6,000	(1,500)	7,500	-	Earnings from District Funds
9429	Bldg. Rental - Other	55,000	55,688	688	55,000	-	Picnic, Wedding, Party Rentals
9441	Ad Concessions	-	-	-	-	-	Ads Newsletter, Brochure and Rec Guide
9448	Recreation Concessions	-	-	-	-	-	Swanston Snack Bar/Coffee Program
9522	Homeowner Prop Tax Relief	26,500	26,800	300	26,500	-	
9532	Aid County Funds	-	6,000	6,000	-	-	Walk w/Ease - Grant
9569	State Grants	220,000	220,000	-	232,250	12,250	Bridges Grant from State ACES Program
9646	Recreation - Svc Charge	610,000	626,300	16,300	630,000	20,000	Recreation Classes, Programs, Activities, Special Events
9699	SVC Fees Other	-	-	-	-	-	
9730	Donations & Contributions	28,000	35,000	7,000	30,000	2,000	Coffee Fund, Trusts,
9740	Insurance Proceeds	20,000	9,086	(10,914)	20,000	-	
9790	Misc. Other Revenue	15,000	14,725	(275)	15,000	-	Restitutions, Reimbursements, Refunds
979904	Prior Year Misc Revenue	-	1,772	1,772			
	sub-total	982,000	1,001,371	19,371	1,016,250	34,250	
	Grand Total	3,413,000	3,439,686	26,686	3,545,319	132,319	
	Revenue Carry Over		26,686				

REVENUE, FY 2017-2018		
Revenue Adopted	3,413,000	Carryover from FY15-16, Property Taxes, Recreation Chrgs
Actual Revenue	3,439,686	Final reconciliation of revenue collected
Revenue Balance	26,686	The difference between Adopted & Actual carries over to FY18-19
APPROPRIATIONS, FY 2017-2018		
Appropriation	3,946,195	Operating Expenditures anticipated spending
Actual Expenditures	3,239,710	Actual expenditures reconciled at year-end FY17-18
Appropriation Balance	706,485	The difference between Adopted & Actual carries over to FY18-19
BALANCES COMBINED, FY 2017-2018		
Actual Revenue Balance	26,686	
Actual Expenditure Balance	706,485	
Total Fund Balance, July 1, 2018	733,171	Total Carried over as starting Revenue for FY17-18
APPROPRIATIONS FY 2018-2019		
Requested Appropriations	3,539,859	Services and Supplies, Personnel, Capital Improvements
REVENUE, FY 2017-2018		
Estimated Revenue	3,545,319	Property Taxes, Recreation Programs, Grants,
Fund Balance from FY17-18	733,171	Carryover from FY17-18 starts the new year
Release from Reserve	-	
Total Funding, FY 2017-2018	4,278,490	Total revenue anticipated is more than needed the difference will be added to the Reserve
RESERVE FUND March 2018		
Current Balance	847,786	
Surplus/(Deficit)	738,631	Add to Reserves
Reserve Balance	1,586,417	

Mission Oaks Maintenance and Improvement District

**Assessment Budget
Fund 336B**

Fiscal Year 2018-2019

REVENUE, FY 2017-2018		
Revenue Adopted	1,327,007	Carryover from FY15-16, Assessment Fees, Interest
Actual Revenue	1,220,284	Final reconciliation of revenue collected
Revenue Balance	(106,723)	Difference between Adopted & Actual carries over to FY17-18
APPROPRIATIONS, FY 2017-2018		
Appropriation	3,829,774	Operating Expenditures anticipated spending
Actual Year End Expenditures	3,515,219	Actual expenditures reconciled at year-end FY16-17
Appropriation Balance	314,555	The difference between Adopted & Actual carries over to FY17-18
BALANCES COMBINED, FY 2017-2018		
Estimated Revenue Balance	(106,723)	
Estimated Expenditure Balance	314,555	
Total Fund Balance, July 1, 2018	207,832	Total Carried over as starting Revenue for FY17-18
APPROPRIATIONS FY 2018-2019		
Requested Appropriations, FY 2018-2019	1,741,500	Services & Supplies, Capital Improvements
REVENUE FY2017-2018		
Total Fund Balance, July 1, 2018	207,832	Carryover from FY16-17 starts the new year
Estimated Revenue, 2018-2019	1,499,225	Assessment Fees, Interest, Misc Other
Other Funding Sources	34,443	Release from Reserve
Total Funding, FY 2018-2019	1,741,500	
RESERVE FUND 2017-2018		
Current Balance: March 2018	201,380	
Surplus/(Deficit)	-34,443	Release to Balance Budget
Reserve Balance	166,937	

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2000 Services & Supplies						
20210300	Agriculture & Horticulture Service	275,000	265,115	250,000	-25,000	Landscape Contract for Park Maintenance/Care
20210400	Agriculture & Horticulture Supply	20,000	7,442	10,000	-10,000	Supplies for Maintenance & Care of Parks
20211100	Building Maintenance Service	50,000	37,968	20,000	-30,000	
20211200	Building Maintenance Supply	0	114	10,000	10,000	
20212200	Chemical Supplies	2,500	499	1,500	-1,000	
20213100	Elect Maintenance Services	0	89	0	0	
20213200	Elect Maintenance Supplies	0	17	0	0	
20214100	Land Improvement Service	0	0	0	0	
20214200	Land Improvement Supply	0	2,337	0	0	
20215100	Mechanical Systems Maint Services	15,000	25,879	0	-15,000	HVAC Planned Maintenance and Repairs
20215200	Mechanical Systems Maint Supplies	2,000	447	0	-2,000	HVAC Parts and Supplies
20216100	Painting Services	0	0	0	0	
20216200	Painting Supplies	0	2,498	0	0	
20216700	Plumbing Services	0	0	0	0	
20216800	Plumbing Supplies	0	0	0	0	
20216800	Telephone Service	0	425			
20219800	Water Service	100,000	134,947	115,000	15,000	Irrigation and Domestic Water
20220500	Auto Maint Service	0	104	0	0	
20220600	Auto Maint Supplies	0	120	0	0	
20222600	Expendable Tools	0	38	0	0	
20223600	Fuel & Lubricants	0	3,684	0	0	
20225100	Medical Eq Maintenance	0	0	0	0	
20226200	Office Equipment Maintenance	0	108	0	0	
20226500	Inventoriable Equipment	0	0	0	0	
20227100	Radio & Electronic Services	0	750	0	0	
20227200	Radio & Electronic Supplies	0	104	0	0	
20227500	Rents & Leases	0	0	0	0	
20229100	Other Equip Maint Services	0	372	0	0	
20229200	Other Equip Maint Supplies	3,500	699	0	-3,500	Misc Hardware and Hand Tools
20232200	Custodial Services	0	36	0	0	

		FY 17-18 Base Budget	FY 17-18 Estimated Actual	FY 18-19 Preliminary	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 & Supplies						
20244400	Medical Supplies		0	0	0	
20255100	Planning Services	120,000	13,519	150,000	30,000	Planning Service for Gibbon & Swanston
20257100	Security Service	75,000	85,147	85,000	10,000	Park Patrol - Sheriffs Off-Duty & FEC Police
20259100	Other Professional Services	50,000	13,540	0	-50,000	Engineering, Environmental, & Architectual Svcs
20281304	Sales Tax Adj - Board of Equalization	0	185	0	0	
20283101	Fees	0	10,677	0	0	
20288000	PY Expend	0	0	0	0	County Sales Tax Audit
20293100	Assessment Collection	0	0	0	0	County Charges for Collection of Assessment Fees
20293400	Public Works Services	41,000	0	0	-41,000	County Charges for Assistance on Projects
20293402	Technical Services	0	150,362	0	0	County Technical - LAB and CI/LC
	Total Services & Supplies	754,000	757,219	641,500		
4000 Fixed Assets						
42420100	Structures	0	606	100,000	100,000	Swanston Pump House
42420200	Improvements	3,075,774	2,757,394	1,000,000	-2,075,774	Gibbons Pathway and Swanston Projects
43430100	Equipment	0	0	0		?
	Total Fixed Assets	3,075,774	2,758,000	1,100,000	-1,975,774	
7000 Contingency Appropriation						
79790100	Contingency Appropriation	0	0	0		
	Grand Total	3,829,774	3,515,219	1,741,500	-2,088,274	
	FY 2017-18 Carryover	314,555				

			Estimated	FY 18-19		
		FY 17-18 Base Budget	Actual	Preliminary	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>
Revenues Summary						
94941000	Interest Income	8,000	5,058	5,500	-2,500	Interest
95953200	Aid to County Funds	25,000	21,500	21,500	-3,500	Hazelwood Reimbursment
96963200	State Grant - Land & Water	250,000	-	265,000	15,000	State Parks Grant - Reimbursement for Gibbons
96969000	Lease Property - Cell Towers*	20,000	21,501	35,000	15,000	Valley Oak Park - New Co-located Tower plus Tmobile
97976200	Assessment Fees	1,017,639	1,172,225	1,172,225	154,586	Engineers Report FY17-18
97979000	Micellaneous Revenue	6,368	-	-	-6,368	
	total	1,327,007	1,220,284	1,499,225	172,218	
	New Carryover	-106,723				



STAFF REPORT

DATE: March 20, 2018

TO: MORPD Advisory Board of Directors

FROM: TJ Newman, Parks Superintendent

SUBJECT: Approval of Resolution 2018-01 Directing Preparation of the Engineers Report for Mission Oaks Parks and Recreation Maintenance and Improvement District

BACKGROUND:

The Parks and Recreation Maintenance and Improvement District, a Lighting and Landscape Benefit Assessment District, was established by ballot measure approved by District Property Owners in 1999. A second ballot measure was approved in 2006 replacing the first. This funding mechanism was approved by California voters and is known as Senate Bill 218. The approved legislation requires the preparation of the Engineer's Report on an annual basis. Each year the District is required to approve a resolution that begins the entire annual process.

DISCUSSION:

The District wants to continue the current assessment to provide additional funds for both operations and capital improvements that are needed to enhance and continue existing service levels, including, but not limited to, installing and maintaining landscaping, irrigation systems, and park facilities. The annual assessment could be adjusted consistent with the Consumer Price Index (CPI). The majority of funds would be allocated for capital improvements and major preventive maintenance projects. The District will prepare a detailed plan and project description if they are allowed to proceed with this request.

RECOMMENDATION:

That the Advisory Board of Directors approve Resolution 2018-01 that directs SCI, Inc. to prepare the Engineer's Report for the Mission Oaks Parks and Recreation Maintenance and Improvement District for Fiscal Year 2018-19.

RESOLUTION NO. 2018-01

A RESOLUTION DIRECTING PREPARATION OF THE ENGINEER'S REPORT
FOR THE
PARKS AND RECREATION MAINTENANCE AND IMPROVEMENT DISTRICT
OF THE
MISSION OAKS RECREATION AND PARK DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Mission Oaks Recreation and Park District (the "District"), County of Sacramento, State of California, that

1. On May 2nd, 2006, by its Resolution No. 2006-04, this Board ordered the formation of and levied the first assessment within the Mission Oaks Recreation and Park District Parks and Recreation Maintenance and Improvement District (the "Improvement District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Improvement District is for the installation, maintenance and servicing of improvements to the Mission Oaks Recreation and Park District, as described in Section 3 below.

3. Within the District, the existing and proposed improvements are generally described as the installation, maintenance and servicing of public facilities, including but not limited to, landscaping, sprinkler systems, park grounds, park facilities, landscape corridors, ground cover, shrubs and trees, street frontages, playground equipment and hardcourt areas, senior and community centers, drainage systems, lighting, fencing, entry monuments, basketball courts, tennis courts, running tracks, swimming pools, other recreational facilities, security guards, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, for property owned and maintained by the Mission Oaks Recreation and Park District. Installation means the construction of recreational improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping,

irrigation systems, sidewalks and drainage, lights, playground equipment, play courts, recreational facilities and public restrooms. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 29th day of March, 2018 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair of the Board of Advisors

ATTEST:

Clerk of the Board