

# FAIR OAKS RECREATION AND PARK DISTRICT BOARD OF DIRECTORS

ONE THOUSAND FOUR HUNDRED THIRTY-SEVENTH BOARD OF DIRECTORS  
REGULAR MEETING

## Agenda for October 16, 2024

*The regular meeting of the Board of Directors on October 16, 2024 will be conducted both  
in person and via Zoom:*

<https://us02web.zoom.us/j/87345380207>

US: +1 669 900 9128

Meeting ID: 873 453 80207

FAIR OAKS WATER DISTRICT  
10326 FAIR OAKS BLVD.  
FAIR OAKS, CA 95628  
October 16, 2024

6:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AUDIENCE/PUBLIC COMMENT (NON-AGENDA ITEMS)  
*(Any person may address the Board upon any subject within the jurisdiction of the Fair Oaks Recreation and Park District. Each speaker is limited to a maximum of THREE (3) minutes. Any matter requiring Board action will be referred to staff or committee for a report and action at a subsequent meeting).*
5. CONSENT CALENDAR  
*(All matters listed under Consent Calendar are considered by the Board of Directors to be routine and will be acted upon in a single motion. There will not be separate discussions of these items unless a request is made prior to the time the Board considers a motion to approve).*

5.I. Accept And File: Enumeration Of Claims (Vendor Activity Report) – September 2024.

Documents:

5.1 ENUMERATION OF CLAIMS (VENDOR ACTIVITY REPORT) -  
SEPTEMBER (PERIOD 3).PDF

5.II. Accept And File: Payroll Report – September 2024.

Documents:

5.2A PAYROLL CONSOLIDATION AND ACTIVITY REPORT - SEPTEMBER  
(PERIOD 3).PDF

**5.2B OVERTIME CTO STRAIGHT TIME DETAIL - SETPEMBER (PERIOD 3).PDF**

5.III. Accept And File: Leave Liability Report – September 2024.

Documents:

**5.3 LEAVE LIABILITY - SEPTEMBER 2024.PDF**

5.IV. Accept And File: Contingency Fund Reconciliation Report – September 2024.

Documents:

**5.4 CONTINGENCY FUND RECONCILIATION - SEPTEMBER (PERIOD 3).PDF**

5.V. Accept And File: Fund Balance Report – September 2024.

Documents:

**5.5 FUND BALANCE REPORT - SEPTEMBER (PERIOD 3).PDF**

5.VI. Accept And File: Refund Report – September 2024.

Documents:

**5.6 REFUND REPORT - SEPTEMBER (PERIOD 3).PDF**

5.VII. Accept And File: Financial Report – September 2024.

Documents:

**5.7 FINANCIAL REPORT - SEPTEMBER (PERIOD 3).PDF**

5.VIII. Accept And File: Measure J Commitment Report – September 2024.

Documents:

**5.8 MEASURE J COMMITMENT REPORT - SEPTEMBER (PERIOD 3).PDF**

5.IX. Accept And File: Construction Schedule Report – September 2024.

Documents:

**5.9 CONSTRUCTION SCHEDULE REPORT.PDF**

5.X. Accept And File: Change Orders – September 2024.

Documents:

**5.10 CHANGE ORDERS - SEPTEMBER 2024.PDF**

5.XI. Accept And File: Fulton El-Camino Monthly Report – September 2024.

Documents:

**5.11 FEC MONTHLY REPORT - SEPTEMBER.PDF**

5.XII. Approval Of The Minutes From The Regular Board Meeting – September 18, 2024.

Documents:

[5.12 MINUTES OF THE REGULAR BOARD MEETING 9.18.24.PDF](#)

5.XIII. Adoption Of Resolution No. 101624-01:

to recognize revenue from ADA deposits and to reflect the transfer of funds from the ADA Fund to the General Fund (341A) for American Sign Language services for program participants.

Documents:

[5.13 RESOLUTION NO.101624-01 ADA FUNDS TRANSFER.PDF](#)

## 6. NEW BUSINESS

6.I. Monthly Fair Oaks Youth Advisory Board Report.

6.II. Discussion And Possible Action On Miller Park Disc Golf Course Safety Survey.

Documents:

[6.2 DISCUSSION AND POSSIBLE ACTION ON MILLER PARK DISC GOLF COURSE SAFETY SURVEY.PDF](#)

6.III. Discussion And Possible Action On Approval Of Public Art Policy

Documents:

[6.3 APPROVAL OF PUBLIC ART POLICY.PDF](#)

6.IV. Discussion And Possible Action On Approval Of Donation And Donor Recognition And Gift Policy.

Documents:

[6.4 APPROVAL OF DONATION, DONOR RECOGNITION AND GIFT POLICY .PDF](#)

6.V. Discussion And Possible Action On Annual Report And Five-Year Findings Report For The Park Impact Fee Program And Adoption Of Resolution No. 101624-02:

- Approving the District's Annual Report and Five-Year Findings Report for the Park Impact Fee Program in compliance with Government Code Sections 66006 and 66001.

Documents:

[6.5 ANNUAL REPORT AND FIVE-YEAR FINDINGS REPORT FOR THE PARK IMPACT FEE PROGRAM.PDF](#)

## 7. BOARD/STAFF REPORTS

7.I. Items From The Board Of Directors.

7.II. Items From Staff.

8. CLOSED SESSION

8.I. Closed Session Conference With Legal Counsel For Existing Litigation; Brown Act Section 54956.9(A); Civil Pacific Inc. V. District.

8.II. Closed Session For Public Employee Performance Evaluation Of Position(S): District Administrator.

9. ADJOURNMENT

9.I. Adjourn To The Regular Meeting Of November 20, 2024 @ 6:00 P.m.

*I, Michael J. Aho, District Administrator of the Fair Oaks Recreation and Park District, do hereby certify that this agenda has been posted at 10326 Fair Oaks Blvd, Fair Oaks, California and 4150 Temescal Street, Fair Oaks, California at least 72 hours prior to the meeting of the Board of Directors in accordance with Government Code Section 54950.5, the Ralph M. Brown Act.*

**If you need a disability related accommodation to participate in these meetings, please contact the Park District Office at (916) 966-1036 (voice) or (916) 966-9863 (fax).**

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visit: [https://www.facebook.com/FORPD/live\\_videos](https://www.facebook.com/FORPD/live_videos)

<u>VENDOR</u>	<u>EXPENSE DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
<u>ALLIED NETWORK SOLUTIONS INC</u>	Admin Adobe lic renewal Aug 2024-25	DATA PROCESSING SVC	\$525.00
		TOTAL	\$525.00
<u>AMILIA TECHNOLOGIES USA INC</u>	Admin registration software August 24	REGISTRATION SVC	\$1,022.12
	Admin registration software July 24	REGISTRATION SVC	\$836.32
		TOTAL	\$1,858.44
<u>AT&amp;T CORP</u>	ADMIN Office Internet 7/11-8/10	TELEPHONE SVC	\$608.66
		TOTAL	\$608.66
<u>CAGWIN &amp; DORWARD</u>	PARKS FOLL BANNISTER PARK LANDSCAPE Sep	AGRI/HORT SVC	\$1,462.00
	PARKS ADMIN OFFICE LANDSCAPE Sep	AGRI/HORT SVC	\$282.00
	PARKS FOLL FAIR OAKS PARK LANDSCAPE Sep	AGRI/HORT SVC	\$5,430.00
	PARKS PRE SCHOOL LANDSCAPE Sep	AGRI/HORT SVC	\$315.00
	PARKS FOLL JIM STRENG PARK LANSCAPEEE Sep	AGRI/HORT SVC	\$696.00
	PARKS FOLL LITTLE PHOENIX PARK LANDSCAPE Sep	AGRI/HORT SVC	\$602.00
	PARKS FOLL MANANA LANDSCAPE Sep	AGRI/HORT SVC	\$442.00
	PARKS FOLL MILLER PARK LANDSCAPE Sep	AGRI/HORT SVC	\$2,172.00
	PARKS FOLL MONTVIEW PARK LANDSCAPE Sep	AGRI/HORT SVC	\$1,283.00
	PARKS FOLL OLD FAIR OAKS LIBRARY LANDSCAPE Sep	AGRI/HORT SVC	\$104.00
	PARKS FOLL PHOENIX PARK LANDSCAPE Sep	AGRI/HORT SVC	\$9,314.00
	PARKS FOLL VINTAGE WOODS PARK LANDSCAPE Sep	AGRI/HORT SVC	\$107.00
	PARKS GRLL GUM RANCH PARK LANDSCAPE Sep	AGRI/HORT SVC	\$1,288.00
	PARKS GRLL MADISON PLACE LANDSCAPE Sep	AGRI/HORT SVC	\$636.00
	PARKS PFLL MADISON AVE FLYWAY LANDSCAPE Sep	AGRI/HORT SVC	\$244.00
	PARKS PFLL SUNSET AVE / ENCLAVE LANDSCAPE Sep	AGRI/HORT SVC	\$785.00
	PARKS LA VISTA SPORTS FIELDS Sep	AGRI/HORT SVC	\$1,958.00
		TOTAL	\$27,120.00
<u>CALIFORNIA ASSOCIATION FOR PARK &amp; R</u>	Admin 2nd qt workers comp FY24/25	WORK COMP - ACP	\$8,833.25
		TOTAL	\$8,833.25
<u>CORDOVA RECREATION &amp; PARK DIST</u>	Rec 9646.4 8/27 Scenic Cruise program	RECREATIONAL SUP	\$497.25
		TOTAL	\$497.25
<u>COUNTY OF SACRAMENTO</u>	PARKS 8308 Mallee Cir to 10/7	SEWAGE DISP SVC	\$197.65
		TOTAL	\$197.65
<u>FAIR OAKS AUTOMOTIVE REPAIR INC</u>	Parks fleet 1003 repair/maintenance	AUTO MAINT SVC	\$2,743.52
		TOTAL	\$2,743.52
<u>FAIR OAKS WATER DISTRICT</u>	Parks 3820 Bannister Rd to 11/30	WATER	\$1,237.17
	Parks 4404 Minn. Ave (Montview Park) to 11/30	WATER	\$1,074.88
		TOTAL	\$2,312.05

<u>FIRECODE SAFETY EQUIPMENT INC</u>	Parks fire extinguisher servicing	OTHER OP EXP SVC	\$257.28
<u>FIRECODE SAFETY EQUIPMENT INC</u>		TOTAL	\$257.28
<u>GUZMANS INFLATE THE FUN</u>	Rec 9464.712 CF inflatable services	RECREATIONAL SVC	\$5,355.00
		TOTAL	\$5,355.00
<u>J FIFFICK CORPORATION</u>	ADMIN Managed Services & Monitoring August	DATA PROCESSING SVC	\$650.00
	ADMIN Cloud Online Backup up to 1TB August	DATA PROCESSING SVC	\$120.00
	ADMIN M S Office 365 : User Licenses E1 Gov Augu	DATA PROCESSING SVC	\$20.00
	ADMIN M S Office OneDrive for Business Plan August	DATA PROCESSING SVC	\$5.00
	ADMIN M S Office 365 Standard User Licenses Augu	DATA PROCESSING SVC	\$212.50
	ADMIN M S Office 365 Business Basic August	DATA PROCESSING SVC	\$48.00
	ADMIN M S Office 365 Phone System-Main Office Aug	DATA PROCESSING SVC	\$16.00
	ADMIN MS Teams Essentials August	DATA PROCESSING SVC	\$8.00
	ADMIN MS Azure Info Protection Premium August	DATA PROCESSING SVC	\$2.50
		TOTAL	\$1,082.00
<u>LAURA GAMEZ</u>	Rec 9646.5 fitness instructor svcs	RECREATIONAL SVC	\$876.00
		TOTAL	\$876.00
<u>LEAD STAR SECURITY INC</u>	Rec 9646..711 concerts security svcs FY23	SECURITY SVC	\$148.00
	A&E comedy security svcs FY23	SECURITY SVC	\$148.00
	Parks Gum Ranch security svcs FY23	SECURITY SVC	\$1,039.33
	Parks Gum Ranch security svcs	SECURITY SVC	\$1,848.33
	Rec 9646.711 event security svc July 24	SECURITY SVC	\$148.00
	Rec rental security svcs	SECURITY SVC	\$185.00
	A&E comedy security svcs	SECURITY SVC	\$148.00
		TOTAL	\$3,664.66
<u>Nick Davison</u>	Admin reimbursement for OL desks	OFFICE SUPPLIES	\$125.00
		TOTAL	\$125.00
<u>NORMAN GIFFORD</u>	A&E 8520 Line Dancing Inst svcs April-Aug 2024	RECREATIONAL SVC	\$851.20
		TOTAL	\$851.20
<u>PERS</u>	Rec CLASSIC PP2024-16 8/1-8/15	RETIREMENT	\$998.03
	Parks CLASSIC PP2024-16 8/1-8/15	RETIREMENT	\$391.23
	Admin PEPRA PP2024-16 8/1-8/15	RETIREMENT	\$1,552.90
	Rec PEPRA PP2024-16 8/1-8/15	RETIREMENT	\$914.80
	Parks PEPRA PP2024-16 8/1-8/15	RETIREMENT	\$1,130.08
	A&E PEPRA PP2024-16 8/1-8/15	RETIREMENT	\$293.37
	Rec Classic COLA Adj Bernardo FY24	RETIREMENT	\$474.97
	Interest	RETIREMENT	\$10.20
	Unfunded accrued liability plan 27196 September	RETIREMENT	\$358.75
	Rec CLASSIC PP2024-17 8/16-8/31	RETIREMENT	\$998.03

	Parks CLASSIC PP2024-17 8/16-8/31	RETIREMENT	\$391.23
	Unfunded accrued liability plan 659 September	RETIREMENT	\$9,164.58
<u>PERS</u>	Admin PEPRA PP2024-17 8/16-8/31	RETIREMENT	\$1,549.65
	Rec PEPRA PP2024-17 8/16-8/31	RETIREMENT	\$902.76
	Parks PEPRA PP2024-17 8/16-8/31	RETIREMENT	\$1,130.08
	A&E PEPRA PP2024-17 8/16-8/31	RETIREMENT	\$293.38
		TOTAL	\$20,554.04
<u>PERS HEALTH BENEFITS DIV</u>	ADMIN Health September	GROUP INS	\$18.92
	REC Health September	GROUP INS	\$18.92
	PARKS Health September	GROUP INS	\$37.83
	A&E Health September	GROUP INS	\$4.72
	RET Health September	HEALTH CARE	\$324.79
	RET Health September	HEALTH CARE	\$683.44
	RET Health September	HEALTH CARE	\$1,021.41
	RET Health September	HEALTH CARE	\$683.44
	RET Health September	HEALTH CARE	\$448.15
	RET Health September	HEALTH CARE	\$896.30
	RET Health September	HEALTH CARE	\$9.74
		TOTAL	\$4,147.66
<u>PREMIUM HEATING &amp; AIR CONDITIONING</u>	Parks A/C maint all facilities	MECH SYS MAINT SVC	\$725.00
		TOTAL	\$725.00
<u>RYAN LEDOUX</u>	Parks backflow service runway/sunset	PLUMBING MAINT SVC	\$200.00
		TOTAL	\$200.00
<u>SACRAMENTO VALLEY ALARM SECURITY SY</u>	Parks 7990 Park Dr proj/concs monitor Sept-Nov	SECURITY SVC	\$150.00
	Parks 7990 Park Dr proj/concs radio sys monitoring	SECURITY SVC	\$45.00
	PARKS Clubhouse sec sys monit Sept	SECURITY SVC	\$41.76
	PARKS Clubhouse radio svc Sept	SECURITY SVC	\$15.00
	PARKS Arts & Crafts bldg sec sys monit Sept	SECURITY SVC	\$33.00
	PARKS Arts & Crafts building radio svc Sept	SECURITY SVC	\$15.00
	PARKS McMillan build security sys monitoring Sept	SECURITY SVC	\$37.00
	PARKS McMillan build cellular srv monitoring Sept	SECURITY SVC	\$19.00
	PARKS Pre-School security sys monitoring Sept	SECURITY SVC	\$37.00
	PARKS Pre-School cellular srv monitoring Sept	SECURITY SVC	\$19.00
	PARKS Clubhouse water flow monitoring Sept	SECURITY SVC	\$46.70
	PARKS Clubhouse radio sys monitoring Sept	SECURITY SVC	\$55.00
		TOTAL	\$513.46
<u>SCI CONSULTING GROUP</u>	Admin Assessment engineering/ Levy Admin FY24/25	ENGINEERING SVC	\$9,175.85
		TOTAL	\$9,175.85

<u>SMUD</u>	PARKS 4200 Temescal Old Lib to 8/20	ELECTRICITY	\$926.23
	PARKS 5361 Flyway to 8/14	ELECTRICITY	\$38.21
	PARKS 9050 Phoenix Little Phoenix to 8/14	ELECTRICITY	\$76.29
	PARKS 9039 Sunset to 8/14	ELECTRICITY	\$41.85
	PARKS 4150 Temescal District Office to 8/21	ELECTRICITY	\$274.06
	PARKS 4447 Minnesota to 8/22	ELECTRICITY	\$42.41
	PARKS 5542 Cannes Unit IRR to 8/15	ELECTRICITY	\$25.09
	PARKS 4200 Main to 8/21	ELECTRICITY	\$237.82
	PARKS 8090 Grand 3603367 PreSchool to 8/21	ELECTRICITY	\$230.57
	PARKS 8090 Grand 3603369 PreSch Lights to 8/22	ELECTRICITY	\$24.18
	PARKS 5600 Tuckeroo to 8/15	ELECTRICITY	\$45.10
	PARKS 4990 Kruitof to 8/14	ELECTRICITY	\$83.98
	PARKS 8000 Temple Park FO Park to 8/21	ELECTRICITY	\$72.78
	PARKS 11549 Fair Oaks FO Park Softbl to 8/21	ELECTRICITY	\$1,172.59
	PARKS 4735 Kenneth Miller Park to 8/21	ELECTRICITY	\$780.82
	PARKS 9044 Windcove Unit Rear to 8/14	ELECTRICITY	\$40.73
	PARKS 4660 Hazel Phoenix Park to 8/14	ELECTRICITY	\$174.39
	PARKS 8000 Temple Park Maint Shop to 8/21	ELECTRICITY	\$342.62
	PARKS 9030 Sunset Phoenix Concessions to 8/14	ELECTRICITY	\$338.24
	PARKS Late fee from July Bill 8/30 stmt	ELECTRICITY	\$64.23
		TOTAL	\$5,032.19
<u>SPRINKLER SERVICE &amp; SUPPLY INC</u>	Parks ops all parks irrigation supplies	PLUMBING MAINT SUP	\$430.97
		TOTAL	\$430.97
<u>STAPLES CONTRACT AND COMMERCIAL</u>	Admin office supplies Sept FY 24/25	OFFICE SUPPLIES	\$227.65
	Rec office supplies Sep FY 24/25	OFFICE SUPPLIES	\$40.48
		TOTAL	\$268.13
<u>STATE OF CALIFORNIA</u>	Rec fingerprinting services	OTHER OP EXP SVC	\$96.00
		TOTAL	\$96.00
<u>UNIFIRST CORPORATION</u>	Parks uniform service	CUSTODIAL SVC	\$80.38
	Parks uniform service	CUSTODIAL SVC	\$246.95
	Parks uniform service	CUSTODIAL SVC	\$78.39
	Parks uniform service	CUSTODIAL SVC	\$78.39
	Parks Ops janitor supplies	CUSTODIAL SUP	\$317.37
	Parks Ops janitor supplies	CUSTODIAL SUP	\$98.25
	Parks Ops janitor supplies	CUSTODIAL SUP	\$98.25
	Parks Ops janitor supplies	CUSTODIAL SUP	\$212.95
		TOTAL	\$1,210.93
	Admin Chamber lunch for Mike Aho PAYPAL *FOCHAMBE	BUS/CONFERENCE EXP	\$25.00

<u>US BANK NATIONAL ASSOCIATION</u>	PARKS Manager Training CALIFORNIA SPECIAL DIS	ED/TRAINING SVC	\$230.00
	Admin Microwave for Office AMAZON RETA* RU8M22MG1	OFFICE SUPPLIES	\$141.92
	Admin Stamps.com monthly fee - August STAMPS.COM	POSTAL SVC	\$19.99
	rec 9646.712 chicken festival - stickers STICKER M	PRINTING SVC	\$57.11
	rec 9646.712 chicken festival - promo items 4IMPRI	PRINTING SVC	\$950.15
	rec 9646.712 chicken festival - corrugated signs S	PRINTING SVC	\$536.65
	rec 9646.712 chicken festival - banners BUILDASIGN	PRINTING SVC	\$293.27
	rec 9646.712 chicken festival - banner BUILDASIGN	PRINTING SVC	\$41.07
	PARKS Fair Oaks Park - Oak Limb (dead) removal FAI	AGRI/HORT SVC	\$2,100.00
	PARKS La Vista Fields - Ball Field Mix CAPITOL SA	AGRI/HORT SUP	\$1,163.70
	PARKS Various Parks - Trees - Irrigation Supplies	AGRI/HORT SUP	\$46.77
	PARKS Preschool Maintenance - Exit Signs and Mort	BLDG MAINT SUP/MAT	\$12.15
	PARKS Preschool Maintenance and Cleaning Supplies	BLDG MAINT SUP/MAT	\$196.23
	PARKS Preschool Maintenance - Mortar LOWES #01540	BLDG MAINT SUP/MAT	\$19.94
	PARKS Preschool Maintenance - Exit Signs LOWES #0	BLDG MAINT SUP/MAT	\$4.27
	PARKS All Facilities - Batteries and Cleaning Sup	BLDG MAINT SUP/MAT	\$38.19
	PARKS Expendable Tools - Eye Bolts and Cable Clam	BLDG MAINT SUP/MAT	\$58.12
	PARKS Preschool Maintenance - Materials LOWES #015	BLDG MAINT SUP/MAT	\$184.43
	PARKS Preschool Maintenance - Landscape Bark LOWE	LAND IMP MAINT SUP	\$85.86
	PARKS All Fields - Field Chalk LOWES #01540*	LAND IMP MAINT SUP	\$95.52
	PARKS Preschool Maintenance - Concrete LOWES #015	LAND IMP MAINT SUP	\$42.99
	PARKS Madison Place - Bollard Repair - Concrete L	LAND IMP MAINT SUP	\$35.83
	PARKS Phoenix Park - Field Maintenance - Topsoil	LAND IMP MAINT SUP	\$97.88
	PARKS Preschool Maintenance LOWES #01540*	LAND IMP MAINT SUP	\$64.39
	PARKS Concrete for Bollar Replacement LOWES #0154	LAND IMP MAINT SUP	\$42.99
	PARKS Gum Ranch - Table Repair MILLER'S ACE HARDW	LAND IMP MAINT SUP	\$23.68
	PARKS Gum Ranch - Table Repair MILLER'S ACE HARDW	LAND IMP MAINT SUP	\$19.38
	PARKS Gum Ranch - Lock Repair AMERICAN RIVER ACE	LAND IMP MAINT SUP	\$45.20
	PARKS Preschool - Table Replacement LOWES #01540*	LAND IMP MAINT SUP	\$149.77
	PARKS Preschool - General Maintenance LOWES #0154	LAND IMP MAINT SUP	\$249.37
	PARKS Madison Place - Table Painting LOWES #01540	PAINTING SUP	\$32.26
	PARKS Irrigation Repair Tools AMERICAN RIVER ACE	PLUMBING MAINT SUP	\$8.61
	PARKS Madison Place - Irrigation and Spray LOWES	PLUMBING MAINT SUP	\$544.33
	PARKS All Parks - Irrigation Repair LOWES #01540*	PLUMBING MAINT SUP	\$96.93
	PARKS Montview Irrigation Repair AMERICAN RIVER A	PLUMBING MAINT SUP	\$20.44
	PARKS District Office - Ice Machine Parts LOWES #	PLUMBING MAINT SUP	\$43.57
	PARKS Miller Park - Urinal Replacement GRAINGER	PLUMBING MAINT SUP	\$268.37
	PARKS Phoenix Park - Irrigation Repairs AMAZON.COM	PLUMBING MAINT SUP	\$56.19

US BANK NATIONAL ASSOCIATION	PARKS Gum Ranch Irrigation Repair LOWES #01540*	PLUMBING MAINT SUP	\$68.53
	PARKS Preschool Maintenance - Filter Replacement L	PLUMBING MAINT SUP	\$40.00
	PARKS Preschool Maintenance - Filter Replacement A	PLUMBING MAINT SUP	\$28.99
	PARKS Fleet 1017 - Chipper Registration PERP	PERMIT CHARGES	\$420.00
	PARKS Fleet 1017 - Chipper Registration PERP *SVC	PERMIT CHARGES	\$12.56
	PARKS Hazmat Permit PMT*SACRAMENTO COUNTY EMD	PERMIT CHARGES	\$721.14
	ADMIN Parks Office Internet COMCAST CALIFORNIA	TELEPHONE SVC	\$189.67
	ADMIN Preschool Internet COMCAST CALIFORNIA	TELEPHONE SVC	\$189.67
	PARKS All Fleet - Jumper Cables LOWES #01540*	AUTO MAINT SUP	\$30.69
	PARKS Fleet 1007 - Fuel Relay O'REILLY 2799	AUTO MAINT SUP	\$28.00
	PARKS Expendable Tools - Hammer Bit and Screws MI	EXPEND TOOLS	\$35.48
	PARKS Expendable Tools - Concrete Grinder attachm	EXPEND TOOLS	\$80.31
	PARKS Expendable Tools LOWES #01540*	EXPEND TOOLS	\$33.35
	PARKS Expendable Tools AMERICAN RIVER ACE HARDW	EXPEND TOOLS	\$18.31
	PARKS Expendable Tools - Drill Bits and Saw Blade	EXPEND TOOLS	\$72.14
	PARKS Gum Ranch Repairs - Expendable Tools LOWES #	EXPEND TOOLS	\$63.80
	PARKS Fleet Fuel 76 - JOE'S MARKET	FUEL/LUBRICANTS	\$47.75
	PARKS Fleet Fuel 76 - JOE'S MARKET	FUEL/LUBRICANTS	\$46.41
	PARKS Fleet Fuel 76 - JOE'S MARKET	FUEL/LUBRICANTS	\$46.72
	PARKS Fleet Fuel 76 - JOE'S MARKET	FUEL/LUBRICANTS	\$35.91
	PARKS Chainsaw Repair CITRUS HEIGHTS MOWER LLC	OTHER EQ MAINT SUP	\$558.41
	PARKS Pop Up Tent Repair Materials IMPACT CANOPIES	OTHER EQ MAINT SUP	\$323.14
	PARKS Pop Up Tent Repair Materials IMPACT CANOPIES	OTHER EQ MAINT SUP	\$139.00
	PARKS Ladder Replacement LOWES #01540*	OTHER EQ MAINT SUP	\$232.48
	PARKS Ladder Replacement AMERICAN RIVER ACE HARDW	OTHER EQ MAINT SUP	\$145.00
	PARKS Ladder Replacement Return AMERICAN RIVER ACE	OTHER EQ MAINT SUP	-\$150.84
	PARKS Nitrile Gloves HARBOR FREIGHT TOOLS 540	CUSTODIAL SUP	\$77.52
	PARKS Preschool - Supplies - Nitrile Gloves HARBO	CUSTODIAL SUP	\$23.68
	Parks Ops Janitor Supplies STATE CHEMIC*STATE CHE	CUSTODIAL SUP	\$588.00
	Admin Lunch with Chairman Carhart to discuss Bond	FOOD/CATERING SUP	\$54.41
	rec 9646.741 summer fun run - ice cream SAMS CLUB#	FOOD/CATERING SUP	\$122.13
	rec 9646.741 summer fun run - ice cream WM SUPERCE	FOOD/CATERING SUP	\$12.40
	REC 9646.13 End of Camp - Food WAL-MART #4309	FOOD/CATERING SUP	\$76.13
	REC 9646.13 End of Camp - Pizzas COSTCO WHSE #0438	FOOD/CATERING SUP	\$108.21
	Admin HR Software - August BAMBOOHR HRIS	OTHER PROF SVC	\$552.48
	Admin Training Software - August TRAINUAL.COM	OTHER PROF SVC	\$161.50
	ADMIN Lastpass Subscription LASTPASS.COM	DATA PROCESSING SVC	\$768.00
	ADMIN Monitor AMAZON.COM*RM44X5YJ1	DATA PROCESSING SUP	\$91.17

	ADMIN Laptop Charger AMAZON MKTPL*RU2ZD81F2	DATA PROCESSING SUP	\$46.31
	ADMIN Square Card Readers SQ *SQUARE HARDWARE	DATA PROCESSING SUP	\$21.55
	ADMIN 360 Camera INSTA360	DATA PROCESSING SUP	\$529.00
	rec 9646.7 events misc - ascap ASCAP LICENSE FEE	RECREATIONAL SVC	\$441.00
	REC 9646.411 Team registration fees IN *USA SOFTBA	RECREATIONAL SVC	\$150.00
	rec Jerseys and shorts for NFL Flag Football Leag	RECREATIONAL SUP	\$5,176.69
<u>US BANK NATIONAL ASSOCIATION</u>	rec 9646.741 summer fun run - fog juice AMAZON MKT	RECREATIONAL SUP	\$20.46
	rec 9646.741 summer fun run - fog juice AMAZON MKT	RECREATIONAL SUP	\$30.59
	rec 9646.741 summer fun run - refund fog juice AMA	RECREATIONAL SUP	-\$20.46
	rec 9646.741 summer fun run - refund - mega phone	RECREATIONAL SUP	-\$19.38
	rec 9646.712 chicken festival - carnival prizes AM	RECREATIONAL SUP	\$33.39
	rec 9646.712 chicken festival - backdrop banner, c	RECREATIONAL SUP	\$218.61
	Rec 9646.142 NFL Flag - Coaches Equipment Bags WM	RECREATIONAL SUP	\$30.36
	REC 9646.147 Tennis class equipment (bucket for ba	RECREATIONAL SUP	\$4.87
	REC 9646.142 Flag supplies (labels for Eval Day n	RECREATIONAL SUP	\$54.36
	REC 9646.142 Flag supplies (first aid kits) AMAZO	RECREATIONAL SUP	\$102.32
	REC 9646.142 Flag supplies (whistles for refs and	RECREATIONAL SUP	\$31.21
	REC 9646.13 Feminine care products for participant	RECREATIONAL SUP	\$10.49
	REC 9646.13 Face paint AMAZON MKTPL*RV0B16RC2	RECREATIONAL SUP	\$49.54
	REC 9646.12 Class organization items TARGET	RECREATIONAL SUP	\$29.46
	REC 9646.12 Classroom decorations AMAZON MKTPL*RF3	RECREATIONAL SUP	\$85.71
	REC 9646.12 Laundry soap TARGET 00024638	RECREATIONAL SUP	\$11.19
	REC 9646.12 Paint supplies for shelves LOWES #0154	RECREATIONAL SUP	\$75.78
	REC 9646.12 Classroom set-up AMAZON MKTPL*RM2TW2AB	RECREATIONAL SUP	\$55.98
	REC 9646.12 Paint supplies for shelves MILLER'S AC	RECREATIONAL SUP	\$15.06
	REC 9646.12 Classroom set-up AMAZON MKTPL*RM6272N5	RECREATIONAL SUP	\$17.23
	REC 9646.12 School supplies TARGET 00011213	RECREATIONAL SUP	\$43.42
	REC 9646.12 School supply order AMAZON MKTPL*RU31B	RECREATIONAL SUP	\$138.24
	REC 9646.12 School supply order AMAZON MKTPL*RU6UM	RECREATIONAL SUP	\$126.08
	REC 9646.12 School supply order AMAZON MKTPL*RU109	RECREATIONAL SUP	\$253.27
	REC 9646.12 Craft supplies MICHAELS STORES 1614	RECREATIONAL SUP	\$11.50
	REC 9646.741 Fun Run Event Equipment LOWES #01540*	RECREATIONAL SUP	\$489.68
	REC 9646.13 End of Camp Party Supplies WAL-MART #4	RECREATIONAL SUP	\$5.97
	REC9646.12 Preschool Supplies - Zip Ties AMAZON MK	RECREATIONAL SUP	\$5.38
	PARKS Chicken Festival Wooden Chickens LOWES #015	OTHER OP EXP SUP	\$115.27
	PARKS Chicken Fest Wood Chickens LOWES #01540*	OTHER OP EXP SUP	\$194.38
	PARKS Mandatory Prop 68 Signage SQ *FASTSIGNS	OTHER OP EXP SUP	\$674.25
	PARKS Phoenix Park - Dog Park - New Signage SQ *FA	OTHER OP EXP SUP	\$1,087.98

	PARKS PPE - Herbicide Use ULINE *SHIP SUPPLIES	OTHER OP EXP SUP	\$133.25
		<b>TOTAL</b>	<b>\$24,714.76</b>
<u>WEX BANK</u>	Parks Fuel Ford F250 07-25	FUEL/LUBRICANTS	\$152.55
	Parks Fuel Chevrolet Silverado Z71 07-26	FUEL/LUBRICANTS	\$92.70
	Parks Fuel Chevrolet Silverado 07-26	FUEL/LUBRICANTS	\$43.73
	Parks Fuel Ford F350 07-29	FUEL/LUBRICANTS	\$79.87
	Parks Fuel Chevrolet Silverado Z71 07-29	FUEL/LUBRICANTS	\$76.12
<u>WEX BANK</u>	Parks Fuel Chevrolet Silverado 07-29	FUEL/LUBRICANTS	\$53.02
	Parks Fuel Chevrolet 2500HD 08-01	FUEL/LUBRICANTS	\$132.86
	Parks Fuel Dodge Durango 08-01	FUEL/LUBRICANTS	\$87.69
	Parks Fuel Chevrolet Silverado 08-02	FUEL/LUBRICANTS	\$50.92
	Parks Fuel Chevrolet Silverado Z71 08-02	FUEL/LUBRICANTS	\$63.14
	Parks Fuel Chevrolet Silverado Z71 08-05	FUEL/LUBRICANTS	\$98.08
	Parks Fuel Chevrolet Silverado 08-05	FUEL/LUBRICANTS	\$38.83
	Parks Fuel Ford F350 08-08	FUEL/LUBRICANTS	\$118.39
	Parks Fuel Chevrolet Silverado Z71 08-09	FUEL/LUBRICANTS	\$88.17
	Parks Fuel Chevrolet Silverado 08-09	FUEL/LUBRICANTS	\$34.32
	Parks Fuel Chevrolet Silverado 08-12	FUEL/LUBRICANTS	\$25.75
	Parks Fuel Chevrolet Silverado Z71 08-12	FUEL/LUBRICANTS	\$97.22
	Parks Fuel Chevrolet Silverado Z71 08-15	FUEL/LUBRICANTS	\$80.85
	Parks Fuel Chevrolet Silverado Z71 08-16	FUEL/LUBRICANTS	\$27.90
	Parks Fuel Chevrolet Silverado 08-16	FUEL/LUBRICANTS	\$81.70
	Parks Fuel Chevrolet 2500HD 08-16	FUEL/LUBRICANTS	\$70.38
	Parks Fuel Chevrolet Silverado Z71 08-19	FUEL/LUBRICANTS	\$107.39
	Parks Fuel Chevrolet Silverado Z71 08-22	FUEL/LUBRICANTS	\$91.81
	Parks Fuel Chevrolet Silverado 08-22	FUEL/LUBRICANTS	\$75.00
	Parks Fuel Ford F250 08-22	FUEL/LUBRICANTS	\$145.21
	Parks Fuel Johndeere Tractor 08-15	FUEL/LUBRICANTS	\$79.48
	Parks Fuel Monthly Wex Accounting Fee 08-23	FUEL/LUBRICANTS	\$10.00
	Parks Fuel Card Relplacement Fee 08-23	FUEL/LUBRICANTS	\$2.00
		<b>TOTAL</b>	<b>\$2,105.08</b>
	<b>TOTAL</b>		<b>\$301,371.12</b>

**VENDOR ACTIVITY REPORT FY 24/25**  
**341C FORPD CONSTRUCTION**

September  
Period 3

VENDOR	EXPENSE DESCRIPTION	ACCOUNT DESCRIPTION	AMOUNT
<u>DAILY JOURNAL CORP</u>	VPPR legal notice for stage prod RFP July	STRUCTURES	\$663.40
	VPPR legal notice for AV system RFP's July 2024	STRUCTURES	\$631.30
		<b>TOTAL</b>	\$1,294.70
<u>INNOVATIVE CONSTRUCTION SERVICES IN</u>	VPPR proj mgmt services rendered August	STRUCTURES	\$11,470.00
	VMAR proj mgmt services rendered August	STRUCTURES	\$1,430.00
	CCR proj mgmt services rendered August	STRUCTURES	\$700.00
	CCT proj mgmt services rendered August	STRUCTURES	\$1,890.00
		<b>TOTAL</b>	\$15,490.00
<u>KMM SERVICES INC</u>	CCR #04 Tech/Fire Safety & Sec Consul August	STRUCTURES	\$3,045.00
		<b>TOTAL</b>	\$3,045.00
<u>US BANK NATIONAL ASSOCIATION</u>	VPPR Plan Review Fees PMT*SAC CO TREAS SVC CTR	STRUCTURES	\$173.17
	VPPR Plan Review Fees PMT*SAC CO TREAS SVC CTR	STRUCTURES	\$215.92
	VPPR Temp facility electricity SACRAMENTO MUNICIP	STRUCTURES	\$338.10
		<b>TOTAL</b>	\$727.19
<u>WENELL MATTHEIS BOWE INC</u>	VMAR SC 12 increase const svcs 5/21-6/20	STRUCTURES	\$2,650.00
	VMAR SC 14 seat replcmt docs 5/21-6/20	STRUCTURES	\$27,560.00
	CCR Reimbursable expense +10% 5/21-6/20	STRUCTURES	\$22.26
	CCR SC #08 Addt'l Const support 5/21-6/20	STRUCTURES	\$800.00
	CCR SC#09 kitchen permit 5/21-6/20	STRUCTURES	\$450.00
		<b>TOTAL</b>	\$31,482.26
<b>TOTAL</b>			<b>\$52,039.15</b>



**PAYROLL REPORT**  
**(PAYROLL CONSOLIDATION)**  
September 2024 FY 24-25 Period 3  
Pay Periods PP202417 & PP202418

<u>DEPARTMENT</u>	GL--> Wage Type-->	1110	1110	1121	1124	1110	1143	<u>TOTALS</u>
		7221	7201	7237	7204	7213	2146 2162	
<u>ADMINISTRATION</u>		30,282	8,672	647	-	807	660	41,068
<u>RECREATION</u>		28,045	8,797	5,648	-	807	80	43,378
<u>MAINTENANCE</u>		9,453	26,002	9,891	-	-	40	45,386
<u>BOARD OF DIRECTORS</u>				500			500	
<b>SUB TOTAL</b>		\$ 75,236	\$ 43,471	\$ 17,640	\$ 500	\$ 1,614	\$ 820	\$ 139,282

**BENEFITS**

<u>PERS (Health)</u>	37,636
- Current Employees #1230	33,578
- Retired #1280	4,058
-Prefunding CERBT/OPEB	
PERS #1210 (Retirement) Active Employees	10,431
Principal (Life & Vision) #1230	637
Capitol Assoc. (Dental) #1230	1,507
EDD (SUI) #1250	140
OASHDI #1220	3,115
<b>CAPRI -Workers Comp.Acct 1240:</b>	
BENEFITS TOTAL	\$ 53,465
<b>GRAND TOTAL</b>	<b>\$ 192,748</b>



PAYROLL ACTIVITY DETAIL REPORT  
 September 2024 FY 24-25 Period 3  
 Pay Periods PP202417 & PP202418  
 General Fund Business Area 341A

Dept	ID	Position	10111000 Regular Pay Hourly 7201	10111000 Regular Pay Salaried 7221	10112100 Extra Help Pay 7237	10112400 Committee Members 7204	10114300 Allowances 2146	10114300 Allowances 2162	10111000 Group Insurance Subsidy 7213	Grand Total
A & E	3004766	Arts & Entertainment Manager	-	7,456	-	-	-	40	-	7,496
A & E	3005359	Arts & Entertainment Associate	-	-	1,455	-	-	-	-	1,455
<b>A &amp; E Total</b>			-	<b>7,456</b>	<b>1,455</b>	-	-	<b>40</b>	-	<b>8,951</b>
ADMIN	3001178	District Administrator	-	14,296	-	-	400	100	-	14,796
ADMIN	3000547	Administrative Services Manager	-	8,631	-	-	-	40	-	8,671
ADMIN	3004151	Accountant	-	7,355	-	-	-	40	-	7,395
ADMIN	3000644	Administrative Assistant II	4,459	-	-	-	-	40	807	5,306
ADMIN	3000410	Administrative Assistant II- Tech Support	4,213	-	-	-	-	40	-	4,253
ADMIN	3005368	Administrative Assistant I-Accounting	-	-	647	-	-	-	-	647
<b>ADMIN Total</b>			<b>8,672</b>	<b>30,282</b>	-	-	<b>400</b>	<b>260</b>	<b>807</b>	<b>40,421</b>
BOD	3000103	Board Member	-	-	-	100	-	-	-	100
BOD	3000221	Board Member	-	-	-	100	-	-	-	100
BOD	3001138	Board Member	-	-	-	100	-	-	-	100
BOD	3002177	Board Member	-	-	-	100	-	-	-	100
BOD	3002791	Board Member	-	-	-	100	-	-	-	100
<b>BOD Total</b>			-	-	-	<b>500</b>	-	-	-	<b>500</b>
PARKS	3000548	Parks and Facilities Manager	-	9,453	-	-	-	-	-	9,453
PARKS	3000192	Parks Maintenance Worker	5,922	-	-	-	-	-	-	5,922
PARKS	3001238	Parks Supervisor	5,431	-	-	-	-	-	-	5,431
PARKS	3003204	Parks Maintenance Worker	4,872	-	-	-	-	40	-	4,912
PARKS	3002602	Parks Maintenance Worker	4,695	-	-	-	-	-	-	4,695
PARKS	3003205	Parks Maintenance Worker	5,082	-	-	-	-	-	-	5,082
PARKS	3004328	Park Aide	-	-	1,328	-	-	-	-	1,328
PARKS	3004216	Park Aide	-	-	1,280	-	-	-	-	1,280
PARKS	3004820	Park Aide - Reg PT	-	-	2,103	-	-	-	-	2,103
PARKS	3004841	Park Aide	-	-	1,908	-	-	-	-	1,908
PARKS	3004666	Park Aide	-	-	1,588	-	-	-	-	1,588
PARKS	3005341	Park Aide	-	-	1,684	-	-	-	-	1,684
<b>PARKS Total</b>			<b>26,002</b>	<b>9,453</b>	<b>9,891</b>	-	-	<b>40</b>	-	<b>45,386</b>
REC	3000263	Recreation Manager	-	8,220	-	-	-	40	-	8,260
REC	3000271	Recreation Supervisor	-	7,723	-	-	-	-	-	7,723
REC	3004234	Recreation Supervisor	-	6,051	-	-	-	40	-	6,091
REC	3000740	Recreation Supervisor	-	6,051	-	-	-	-	807	6,858
REC	3001065	Preschool Teacher	4,617	-	-	-	-	-	-	4,617
REC	3002002	Preschool Assistant	-	-	1,867	-	-	-	-	1,867
REC	3004823	Recreation Coordinator	4,181	-	-	-	-	-	-	4,181
REC	3004328	Recreation Leader I	-	-	1,328	-	-	-	-	1,328
REC	3004932	Senior Recreation Leader - Reg PT	-	-	2,311	-	-	-	-	2,311
REC	3004749	Senior Recreation Leader	-	-	77	-	-	-	-	77
REC	3005265	Recreation Leader I	-	-	320	-	-	-	-	320
REC	3003906	Recreation Leader I	-	-	48	-	-	-	-	48
REC	3005308	Senior Recreation Leader - Reg PT	-	-	1,305	-	-	-	-	-
REC	3005309	Recreation Leader I	-	-	1,441	-	-	-	-	-
REC	3005381	Recreation Leader I	-	-	124	-	-	-	-	-



PAYROLL ACTIVITY DETAIL REPORT  
September 2024 FY 24-25 Period 3  
Pay Periods PP202417 & PP202418  
General Fund Business Area 341A

Dept	ID	Position	10111000 Regular Pay Hourly 7201	10111000 Regular Pay Salaried 7221	101121000 Extra Help Pay 7237	10112400 Committee Members 7204	10114300 Allowances 2146	10114300 Allowances 2162	10111000 Group Insurance Subsidy 7213	Grand Total
REC Total			8,797	28,045	5,648	-	-	80	807	43,378
Grand Total			43,471	75,236	17,640	500	400	420	1,614	139,282



**PAYROLL REPORT**  
(OVERTIME / CTO / STRAIGHT TIME DETAIL)  
September 2024 - Period 3

General Fund  
Business Area 341A

TOTAL OVERTIME PAID FOR August 16th 2024 THRU September 15th 2024: \$0.00



**PAYROLL REPORT**  
(OVERTIME / CTO / STRAIGHT TIME DETAIL)  
September 2024 - Period 3

General Fund  
Business Area 341A

**September 2024 - Overtime Straight Time - PAID**

TOTAL STRAIGHT TIME PAID FOR August 16th 2024 THRU September 15th 2024: **\$0.00**



**PAYROLL REPORT**  
(OVERTIME / CTO / STRAIGHT TIME DETAIL)  
September 2024 - Period 3

General Fund  
Business Area 341A

**September 2024 - Overtime Breakdown - CTO**

\$0.00

(INCLUDED WITHIN LEAVE LIABILITY BALANCES FOR THE MONTH)



## LEAVE LIABILITY - September 2024

## Vacation

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Adjustments	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 42.43	7.66	7.33	0	0.00	14.99	14.99	\$ 636.03
Accounting Assistant	\$ 20.86	0.00	3.67	0	0.00	3.67	3.67	\$ 76.56
Admin Assistant II	\$ 29.04	136.61	13.33	0	0.00	149.94	149.94	\$ 4,354.26
Admin Assistant II	\$ 26.34	204.58	10.00	16	0.00	198.58	198.58	\$ 5,230.60
Administrative Services Manager	\$ 49.79	189.33	13.33	0	0.00	202.66	202.66	\$ 10,090.44
Arts & Entertainment Manager	\$ 43.01	47.96	7.33	0	0.00	55.29	55.29	\$ 2,378.02
Arts & Entertainment Associate	\$ 23.00	3.67	3.67	0	0.00	7.34	7.34	\$ 168.82
District Administrator	\$ 82.48	136.25	13.33	0	0.00	149.58	149.58	\$ 12,337.36
Park Aide	\$ 16.69	4.37	3.67	0	0.00	8.04	8.04	\$ 67.09
Parks and Facilities Manager	\$ 49.79	197.33	13.33	48	0.00	162.66	162.66	\$ 8,098.84
Parks Maintenance Worker	\$ 27.62	85.24	7.33	0	0.00	92.57	92.57	\$ 2,556.78
Parks Maintenance Worker	\$ 27.62	26.00	10.00	8	0.00	28.00	28.00	\$ 773.36
Parks Maintenance Worker	\$ 35.25	214.40	13.33	16	0.00	211.73	211.73	\$ 7,463.48
Parks Maintenance Worker	\$ 29.00	153.47	10.00	0	0.00	163.47	163.47	\$ 4,740.63
Parks Supervisor	\$ 32.23	210.63	13.33	40	0.00	183.96	183.96	\$ 5,929.03
Preschool Assistant	\$ 20.86	84.41	3.67	0	0.00	88.08	88.08	\$ 1,837.35
Preschool Teacher	\$ 27.48	104.02	13.33	17.5	0.00	99.85	99.85	\$ 2,743.88
Recreation Coordinator	\$ 26.61	-6.70	7.33	0	0.00	0.63	0.63	\$ 16.76
Recreation Manager	\$ 47.42	170.66	13.33	0	0.00	183.99	183.99	\$ 8,724.81
Recreation Supervisor	\$ 44.56	222.32	13.33	16	0.00	219.65	219.65	\$ 9,787.60
Recreation Supervisor	\$ 34.91	26.60	7.33	0	0.00	33.93	33.93	\$ 1,184.50
Recreation Supervisor	\$ 34.91	181.53	10.00	0	0.00	191.53	191.53	\$ 6,686.31
Senior Rec Leader-Events	\$ 18.92	7.34	3.67	0	0.00	11.01	11.01	\$ 208.31
Senior Rec Leader- Sports	\$ 18.02	22.02	3.67	0	0.00	25.69	25.69	\$ 462.93
TOTALS					0.00	0.00	2461.15	\$ 96,090.82

\*Please reference the FORPD Personnel Policy Manual revised 12-13-2023 & MOU approved 6-19-2021 for guidelines regarding Leave Liability.



## LEAVE LIABILITY - September 2024

## Sick

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Adjustments	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 42.43	12.50	8	10.00	0	10.50	10.50	\$ 222.76
Accounting Assistant	\$ 20.86	0.00	6	0.00	0	6.00	6.00	\$ 62.58
Admin Assistant II	\$ 29.04	359.25	8	1.00	0	366.25	320.00	\$ 4,646.40
Admin Assistant II	\$ 26.34	275.00	8	0.00	0	283.00	283.00	\$ 3,727.11
Administrative Services Manager	\$ 49.79	451.34	8	1.00	0	458.34	320.00	\$ 7,966.40
Arts & Entertainment Manager	\$ 43.01	96.00	8	0.00	0	104.00	104.00	\$ 2,236.52
Arts & Entertainment Associate	\$ 23.00	6.00	6	0.00	0	12.00	12.00	\$ 138.00
District Administrator	\$ 82.48	506.00	8	11.00	0	503.00	320.00	\$ 13,196.80
Park Aide	\$ 16.69	48.00	6	0.00	0	54.00	54.00	\$ 450.63
Parks and Facilities Manager	\$ 49.79	362.00	8	0.00	0	370.00	320.00	\$ 7,966.40
Parks Maintenance Worker	\$ 27.62	114.50	8	35.50	0	87.00	87.00	\$ 1,201.47
Parks Maintenance Worker	\$ 27.62	24.00	8	0.00	0	32.00	32.00	\$ 441.92
Parks Maintenance Worker	\$ 35.25	9.80	8	16.00	0	1.80	1.80	\$ 31.73
Parks Maintenance Worker	\$ 29.00	143.00	8	0.00	0	151.00	151.00	\$ 2,189.50
Parks Supervisor	\$ 32.23	412.00	8	0.00	0	420.00	320.00	\$ 5,156.80
Preschool Assistant	\$ 20.86	175.00	6	0.00	0	181.00	160.00	\$ 1,668.80
Preschool Teacher	\$ 27.48	57.05	8	14.00	0	51.05	51.05	\$ 701.43
Recreation Coordinator	\$ 26.61	72.00	8	0.00	0	80.00	80.00	\$ 1,064.40
Recreation Manager	\$ 47.42	773.25	8	0.00		781.25	320.00	\$ 7,587.20
Recreation Supervisor	\$ 44.56	583.96	8	0.00	0	591.96	320.00	\$ 7,129.60
Recreation Supervisor	\$ 34.91	118.50	8	0.00	0	126.50	126.50	\$ 2,208.06
Recreation Supervisor	\$ 34.91	223.50	8	2.00	0	229.50	229.50	\$ 4,005.92
Senior Rec Leader-Events	\$ 18.92	12.00	6	0.00	0	18.00	18.00	\$ 170.28
Senior Rec Leader- Sports	\$ 18.02	36.00	6	0.00	0	42.00	42.00	\$ 378.42
TOTALS								\$ 74,549.12

Note: Regarding Sick-Leave hours, a Regular Full-Time employee may choose the Sick Leave payout option and utilize a maximum of 320 hours (as identified within the table above) which will be compensated at 50% of the employees current hourly rate of pay. However, upon retirement from the District, a Regular Full-Time employee December choose to utilize their accrued Sick Leave toward CalPERS service credit with no maximum limit. Employees whose Sick Leave hours exceed 320 hours are noted but the hours in excess of 320 not calculated as a liability in the table above. A Regular Part-Time employee will be compensated for a maximum of 160 hours of sick leave at 50% of the employees rate of pay upon termination.



## LEAVE LIABILITY - September 2024

## Compensated Time Off (CTO)

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Adjustments	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 42.43	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Accounting Assistant	\$ 20.86	0.00				0.00	0.00	\$ -
Admin Assistant II	\$ 26.34	4.38	0.00	4.25	0.00	0.13	0.13	\$ 3.42
Admin Assistant II	\$ 29.04	1.13	8.25	0.00	0.00	9.38	9.38	\$ 272.40
Administrative Services Manager	\$ 49.79	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Arts & Entertainment Manager	\$ 43.01	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Arts & Entertainment Associate	\$ 23.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
District Administrator	\$ 82.48	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Park Aide	\$ 16.69	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Parks and Facilities Manager	\$ 49.79	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 27.62	0.88	12.75	1.00	0.00	12.63	12.63	\$ 348.84
Parks Maintenance Worker	\$ 27.62	0.50	19.00	0.00	0.00	19.50	19.50	\$ 538.59
Parks Maintenance Worker	\$ 35.25	4.25	7.50	0.00	0.00	11.75	11.75	\$ 414.19
Parks Maintenance Worker	\$ 29.00	31.89	19.50	1.00	0.00	50.39	50.39	\$ 1,461.31
Parks Supervisor	\$ 32.23	11.25	13.50	5.00	0.00	19.75	19.75	\$ 636.54
Preschool Assistant	\$ 20.86	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Preschool Teacher	\$ 27.48	0.77	0.00	0.00	0.00	0.77	0.77	\$ 21.16
Recreation Coordinator	\$ 26.61	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Manager	\$ 47.42	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Supervisor	\$ 44.56	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Supervisor	\$ 34.91	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Supervisor	\$ 34.91	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Senior Rec Leader-Events	\$ 18.92	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
Senior Rec Leader- Sports	\$ 18.02	0.00	0.00	0.00	0.00	0.00	0.00	\$ -
TOTAL								\$ 3,696.45

\*Please reference the FORPD Personnel Policy Manual revised 12-13-2023 & MOU approved 6-19-2021 for guidelines regarding Leave Liability.



## LEAVE LIABILITY - September 2024

## Management Leave

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Adjustments	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 42.43	20.92	5.34	8.00	0	18.26	18.26	\$ 774.77
Admin Assistant II	\$ 29.04	0	0.00	0.00	0	0	0	\$ -
Admin Assistant II	\$ 26.34	0	0.00	0.00	0	0	0	\$ -
Administrative Services Manager	\$ 49.79	35.18	5.34	2.00	0	38.52	38.52	\$ 1,917.91
Arts & Entertainment Manager	\$ 43.01	64.08	0.02	0.00	0	64.10	64.10	\$ 2,756.94
Arts & Entertainment Associate	\$ 23.00	0.00	0.00	0.00	0	0.00	0.00	\$ -
District Administrator	\$ 82.48	39.70	6.67	16.00	0	30.37	30.37	\$ 2,504.92
Park Aide	\$ 16.69	0	0.00	0.00	0	0.00	0.00	\$ -
Parks and Facilities Manager	\$ 49.79	13.05	5.34	8.00	0	10.39	10.39	\$ 517.32
Parks Maintenance Worker	\$ 27.62	0	0.00	0.00	0	0	0	\$ -
Parks Maintenance Worker	\$ 27.62	0	0.00	0.00	0	0	0	\$ -
Parks Maintenance Worker	\$ 35.25	0	0.00	0.00	0	0	0	\$ -
Parks Maintenance Worker	\$ 29.00	0	0.00	0.00	0	0	0	\$ -
Parks Supervisor	\$ 32.23	0	0.00	0.00	0	0	0	\$ -
Preschool Assistant	\$ 20.86	0	0.00	0.00	0	0	0	\$ -
Preschool Teacher	\$ 27.48	0	0.00	0.00	0	0	0	\$ -
Recreation Coordinator	\$ 26.61	0.00	0.00	0.00	0	0.00	0.00	\$ -
Recreation Manager	\$ 47.42	46.20	5.34	0.00	0	51.54	51.54	\$ 2,444.03
Recreation Supervisor	\$ 44.56	58.78	5.32	0.00	0	64.10	64.10	\$ 2,856.30
Recreation Supervisor	\$ 34.91	50.80	5.34	0.00	0	56.14	56.14	\$ 1,959.85
Recreation Supervisor	\$ 34.91	32.10	5.34	0.00	0	37.44	37.44	\$ 1,307.03
Senior Rec Leader-Events	\$ 18.92	0.00	0.00	0.00	0	0.00	0.00	\$ -
Senior Rec Leader- Sports	\$ 18.02	0.00	0.00	0.00	0	0.00	0.00	\$ 1.00
TOTAL								\$ 15,732.03

\*Please reference the FORPD Personnel Policy Manual revised 12-13-2023 & MOU approved 6-19-2021 for guidelines regarding Leave Liability.



**CONTINGENCY FUND RECONCILIATION 2024-2025**  
**SEPTEMBER PERIOD 3**

General Fund  
Business Area 341A

**Beginning Balance on September 1, 2024: \$50,000**

**TRANSFERS FOR FY 24/25**

<b>Resolution #</b>	<b>Transfers To</b>	<b>Division</b>	<b>Purpose</b>	<b>Amount</b>
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**Ending Balance September 30, 2024 (period 3): \$50,000**



FUND BALANCE REPORT  
341A FAIR OAKS PARK DISTRICT

September 2024  
Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$ 1,665,887.88	\$ 2,713,446.77	\$ (269,491.62)	\$ 4,109,843.03
Imprest Cash	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Cash with Fiscal Age	\$ -	\$ -	\$ (800,000.00)	\$ (800,000.00)
Accrued Interest Receivable	\$ 32,846.00	\$ 32,846.00	\$ (65,692.00)	\$ -
Land	\$ 499,633.00	\$ -	\$ -	\$ 499,633.00
Building Structures	\$ 4,335,832.95	\$ -	\$ -	\$ 4,335,832.95
Equipment	\$ 503,537.37	\$ -	\$ -	\$ 503,537.37
Total Assets	\$ 7,038,737.20	\$ 2,746,292.77	\$ (1,135,183.62)	\$ 8,649,846.35
Warrants Payable	\$ (47,635.69)	\$ 74,947.08	\$ (115,691.68)	\$ (88,380.29)
Deposit Stale Warrants	\$ (11,114.81)	\$ -	\$ -	\$ (11,114.81)
Claims Payable	\$ (42,408.88)	\$ 310,348.64	\$ (305,301.84)	\$ (37,362.08)
Due to Others	\$ -	\$ -	\$ -	\$ -
PAYROLL_TAXES_N_BENEFITS	\$ (24,343.33)	\$ 308,918.62	\$ (305,827.51)	\$ (21,252.22)
Deposits from Others	\$ (68,597.98)	\$ -	\$ -	\$ (68,597.98)
Deferred Credits	\$ -	\$ -	\$ -	\$ -
Suspense Clearing	\$ -	\$ -	\$ -	\$ -
Payroll Clearing	\$ -	\$ 201,992.39	\$ (201,992.39)	\$ -
Borrowing Limit	\$ 1,923,061.72	\$ -	\$ -	\$ 1,923,061.72
Borrowing Limit Offset	\$ (1,923,061.72)	\$ -	\$ -	\$ (1,923,061.72)
Total Liabilities	\$ (194,100.69)	\$ 896,206.73	\$ (928,813.42)	\$ (226,707.38)
Total Deferred Inflows	\$ (164.99)	\$ -	\$ -	\$ (164.99)
Reserve Fund Balance	\$ (515,991.40)	\$ -	\$ -	\$ (515,991.40)
Fund Balance	\$ (1,458,218.69)	\$ -	\$ -	\$ (1,458,218.69)
Investments in GFA	\$ (5,339,003.32)	\$ -	\$ -	\$ (5,339,003.32)
Revenues and Other Financing Sources	\$ (132,712.00)	\$ -	\$ (1,879,873.58)	\$ (2,012,585.58)
Expenditures/Expenses	\$ 706,453.89	\$ 301,561.80	\$ (190.68)	\$ 1,007,825.01
Estimated Revenue	\$ 3,533,985.00	\$ -	\$ -	\$ 3,533,985.00
Appropriations	\$ (3,638,985.00)	\$ -	\$ -	\$ (3,638,985.00)
Start of System Clearing	\$ -	\$ -	\$ -	\$ -
Total Equity and Other Accounts	\$ (6,844,471.52)	\$ 301,561.80	\$ (1,880,064.26)	\$ (8,422,973.98)
Total Liabilities & Equity + Other Accts	\$ (7,038,737.20)	\$ 1,197,768.53	\$ (2,808,877.68)	\$ (8,649,846.35)



FUND BALANCE REPORT  
341C FO GO BOND- CAPITAL

September 2024  
Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$2,248,459.10	\$247,639.00	-\$52,039.15	\$2,444,058.95
Cash with Fiscal Age	\$2,416,497.34	\$0.00	\$0.00	\$2,416,497.34
Accrued Interest Receivable	\$54,299.15	\$47,644.00	-\$95,288.00	\$6,655.15
Total Assets	\$4,719,255.59	\$295,283.00	-\$147,327.15	\$4,867,211.44
Warrants Payable	\$0.00	\$51,311.96	-\$51,311.96	\$0.00
Claims Payable	\$0.00	\$51,311.96	-\$51,311.96	\$0.00
Total Liabilities	\$0.00	\$102,623.92	-\$102,623.92	\$0.00
Fund Balance	-\$5,601,466.96	\$0.00	\$0.00	-\$5,601,466.96
Revenues and Other Financing Sources	-\$199,442.00	\$0.00	\$0.00	-\$199,442.00
Expenditures/Expenses	\$1,081,653.37	\$52,039.15	-\$199,995.00	\$933,697.52
Estimated Revenue	\$9,580,193.00	\$0.00	\$0.00	\$9,580,193.00
Appropriations	-\$9,580,193.00	\$0.00	\$0.00	-\$9,580,193.00
Total Equity and Other Accounts	-\$4,719,255.59	\$52,039.15	-\$199,995.00	-\$4,867,211.44
Total Liabilities & Equity + Other Accts	-\$4,719,255.59	\$154,663.07	-\$302,618.92	-\$4,867,211.44



## FUND BALANCE REPORT

343A PHOENIX LL

September 2024

Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$40,931.72	\$948.00	\$0.00	\$41,879.72
Accrued Interest Receivable	\$948.00	\$948.00	-\$1,896.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	\$41,879.72	\$1,896.00	-\$1,896.00	\$41,879.72
Warrants Payable	\$0.00	\$0.00	\$0.00	\$0.00
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
Due to Others	\$0.00	\$0.00	\$0.00	\$0.00
Borrowing Limit	\$48,122.74	\$0.00	\$0.00	\$48,122.74
Borrowing Limit Offset	-\$48,122.74	\$0.00	\$0.00	-\$48,122.74
Total Liabilities	\$0.00	\$0.00	\$0.00	\$0.00
Reserve Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00
Fund Balance	-\$41,879.72	\$0.00	\$0.00	-\$41,879.72
Estimated Revenue	\$56,614.00	\$0.00	\$0.00	\$56,614.00
Appropriations	-\$56,614.00	\$0.00	\$0.00	-\$56,614.00
Total Equity and Other Accounts	-\$41,879.72	\$0.00	\$0.00	-\$41,879.72
Total Liabilities & Equity + Other Accts	-\$41,879.72	\$0.00	\$0.00	-\$41,879.72



FUND BALANCE REPORT  
373A FAIR OAKS ASSESSMENT DISTRICT

September 2024

Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$293,729.63	\$7,072.00	\$0.00	\$300,801.63
Accrued Interest Receivable	\$7,072.00	\$7,072.00	-\$14,144.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	\$300,801.63	\$14,144.00	-\$14,144.00	\$300,801.63
Sales Tax Due	\$0.00	\$0.00	\$0.00	\$0.00
Warrants Payable	\$0.00	\$0.00	\$0.00	\$0.00
Deposit Stale Warrants	-\$190.94	\$0.00	\$0.00	-\$190.94
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
Due to Others	\$0.00	\$0.00	\$0.00	\$0.00
Borrowing Limit	\$514,567.04	\$0.00	\$0.00	\$514,567.04
Borrowing Limit Offset	-\$514,567.04	\$0.00	\$0.00	-\$514,567.04
Total Liabilities	-\$190.94	\$0.00	\$0.00	-\$190.94
Fund Balance	-\$150,610.69	\$0.00	\$0.00	-\$150,610.69
Estimated Revenue	\$603,386.00	\$0.00	\$0.00	\$603,386.00
Appropriations	-\$753,386.00	\$0.00	\$0.00	-\$753,386.00
Total Equity and Other Accounts	-\$300,610.69	\$0.00	\$0.00	-\$300,610.69
Total Liabilities & Equity + Other Accts	-\$300,801.63	\$0.00	\$0.00	-\$300,801.63



## FUND BALANCE REPORT

343B GUM RANCH LL

September 2024

Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$103,358.38	\$2,245.00	\$0.00	\$105,603.38
Accrued Interest Receivable	\$2,245.00	\$2,245.00	-\$4,490.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	\$105,603.38	\$4,490.00	-\$4,490.00	\$105,603.38
Fund Balance	-\$105,603.38	\$0.00	\$0.00	-\$105,603.38
Estimated Revenue	\$103,830.00	\$0.00	\$0.00	\$103,830.00
Appropriations	-\$103,830.00	\$0.00	\$0.00	-\$103,830.00
Total Equity and Other Accounts	-\$105,603.38	\$0.00	\$0.00	-\$105,603.38
Total Liabilities & Equity + Other Accts	-\$105,603.38	\$0.00	\$0.00	-\$105,603.38



FUND BALANCE REPORT  
341I FAIR OAKS PARK IMPACT FEES

September 2024

Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$1,625,472.75	\$52,313.00	\$0.00	\$1,677,785.75
Accrued Interest Receivable	\$40,677.00	\$40,677.00	-\$81,354.00	\$0.00
Notes & Other Long Receivables	\$10,782.00	\$0.00	\$0.00	\$10,782.00
Total Assets	\$1,676,931.75	\$92,990.00	-\$81,354.00	\$1,688,567.75
Deposits from Others	-\$1,666,149.75	\$0.00	-\$11,636.00	-\$1,677,785.75
Total Liabilities	-\$1,666,149.75	\$0.00	-\$11,636.00	-\$1,677,785.75
Total Deferred Inflows	-\$10,782.00	\$0.00	\$0.00	-\$10,782.00
Total Liabilities & Equity + Other Accts	-\$1,676,931.75	\$0.00	-\$11,636.00	-\$1,688,567.75



FUND BALANCE REPORT  
088I FAIR OAKS PARK DEDICATION

September 2024  
Period 3

Balance Sheet Item	Begining Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$378,105.53	\$9,081.00	\$0.00	\$387,186.53
Accrued Interest Receivable	\$9,041.00	\$9,041.00	-\$18,082.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
Total Assets	\$387,146.53	\$18,122.00	-\$18,082.00	\$387,186.53
Deposit Stale Warrants	-\$40.00	\$0.00	\$0.00	-\$40.00
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
Deposits from Others	-\$387,106.53	\$0.00	-\$40.00	-\$387,146.53
Deferred Credits	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	-\$387,146.53	\$0.00	-\$40.00	-\$387,186.53
Total Liabilities & Equity + Other Accts	-\$387,146.53	\$0.00	-\$40.00	-\$387,186.53



FAIR OAKS PARKS AND RECREATION DISTRICT  
REFUND REPORT

Period 3 - FY 24/25  
September 2024

DATE	PROGRAM	REASON	AMOUNT
9/11/2024	9646 - Recreation Revenue Support	Double Charge Refund	\$ 262.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Head Coach Discount	\$ 140.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Head Coach Discount	\$ 140.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Head Coach Discount	\$ 140.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Head Coach Discount	\$ 140.00
9/11/2024	9646.14-62436 - Youth Sports - Vision Soccer Training	CANCELLED PURCHASE	\$ 90.00
9/11/2024	9646.14-62436 - Youth Sports - Vision Soccer Training	CANCELLED PURCHASE	\$ 82.00
9/20/2024	9646.14-62436 - Youth Sports - Vision Soccer Training	CANCELLED PURCHASE	\$ 82.00
9/4/2024	9646.14-62436 - Youth Sports - Vision Soccer Training	CANCELLED PURCHASE	\$ 77.00
9/20/2024	9646.14-62436 - Youth Sports - Vision Soccer Training	CANCELLED PURCHASE	\$ 77.00
9/20/2024	9646.14-62436 - Youth Sports - Vision Soccer Training	CANCELLED PURCHASE	\$ 77.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Assistant Coach Discount	\$ 70.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Assistant Coach Discount	\$ 70.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Assistant Coach Discount	\$ 70.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Assistant Coach Discount	\$ 70.00
9/18/2024	9646.142 - Youth Flag Football	NFL Flag Football Assistant Coach Discount	\$ 70.00
9/3/2024	9646 - Recreation Revenue Support	One Rental Day Softball Field Refund	\$ 50.00
9/3/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/3/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/3/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/3/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/10/2024	9429.1 - Deposits	Rental Deposit Refund	\$ 50.00
9/10/2024	9429.1 - Deposits	Rental Deposit Refund	\$ 50.00
9/10/2024	9429.1 - Deposits	Rental Deposit Refund	\$ 50.00
9/17/2024	9646 - Recreation Revenue Support	Canceled Practice Due to Chicken Fest Set Up	\$ 50.00
9/17/2024	9429.1 - Deposits	Rental Deposit Refund	\$ 50.00
9/17/2024	9429.1 - Deposits	Rental Deposit Refund	\$ 50.00
9/19/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/24/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/26/2024	9429.1 - Deposits	Refund of Rental Deposit 9429.1	\$ 50.00
9/5/2024	9646.5-58557 - Senior Classes & Programs - Laura Gamez	CANCELLED PURCHASE	\$ 31.35
9/18/2024	9646.5-58557 - Senior Classes & Programs - Laura Gamez	CANCELLED PURCHASE	\$ 31.35
9/18/2024	9646.5-58557 - Senior Classes & Programs - Laura Gamez	CANCELLED PURCHASE	\$ 31.35
9/26/2024	9429.39 - Miller Tennis Courts	CANCELLED PURCHASE	\$ 25.00
9/26/2024	9429.39 - Miller Tennis Courts	CANCELLED PURCHASE	\$ 25.00
9/26/2024	9429.39 - Miller Tennis Courts	CANCELLED PURCHASE	\$ 25.00
9/26/2024	9429.39 - Miller Tennis Courts	CANCELLED PURCHASE	\$ 25.00
9/26/2024	9429.39 - Miller Tennis Courts	CANCELLED PURCHASE	\$ 25.00

TOTAL REFUNDS

\$2,671.05

**FINANCIAL REPORT FY 24/25**  
**341A FORPD GENERAL FUND**

FY 24/25  
Period 3( 25% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
10111000 REGULAR EMPLOYEES	\$1,454,197.00	\$363,050.86	\$1,091,146.14	25%	
10112100 EXTRA HELP	\$312,033.00	\$75,850.52	\$236,182.48	24%	
10112400 COMMITTEE MEMBERS	\$7,500.00	\$1,400.00	\$6,100.00	19%	
10113100 STRAIGHT TIME OT	\$0.00	\$0.00	\$0.00	0%	
10113200 TIME/ONE HALF OT	\$1,500.00	\$0.00	\$1,500.00	0%	
10114300 ALLOWANCES	\$27,360.00	\$2,460.00	\$24,900.00	9%	
10121000 RETIREMENT - EMPLOYER COST	\$253,887.00	\$59,223.61	\$194,663.39	23%	
10122000 OASDHI - EMPLOYER COST	\$32,064.00	\$10,717.05	\$21,346.95	33%	
10123000 GROUP INS - EMPLOYER COST	\$403,638.00	\$92,317.87	\$311,320.13	23%	
10124000 WORK COMP - ACP	\$63,309.00	\$17,666.50	\$45,642.50	28%	
10125000 SUI - ALLOCATED COST PACKAGE	\$8,681.00	\$663.49	\$8,017.51	8%	
10128000 HEALTH CARE - RETIREES	\$53,810.00	\$8,124.80	\$45,685.20	15%	
<b>* 10 - SALARIES AND EMPLOYEE BENEFITS</b>	<b>\$2,617,979.00</b>	<b>\$631,474.70</b>	<b>\$1,986,504.30</b>	<b>24%</b>	
20200500 ADVERTISING	\$6,310.00	\$716.00	\$5,594.00	11%	
20201500 BLUE PRINT SVC	\$50.00	\$0.00	\$50.00	0%	
20202400 PERIODICAL/SUBSCRIPTIONS	\$100.00	\$0.00	\$100.00	0%	
20202900 BUS/CONFERENCE EXP	\$10,740.00	\$1,074.77	\$9,665.23	10%	
20203500 ED/TRAINING SVC	\$5,765.00	\$995.00	\$4,770.00	17%	
20203600 ED/TRAINING SUP	\$750.00	\$0.00	\$750.00	0%	
20203800 EMPLOYEE RECOGNITION	\$2,125.00	\$148.44	\$1,976.56	7%	
20203900 EMPLOYEE TRANSPORTATION	\$971.00	\$10.50	\$960.50	1%	
20205100 INS LIABILITY	\$138,833.00	\$72,904.50	\$65,928.50	53%	One of 2 payments made.
20206100 MEMBERSHIP DUES	\$8,250.00	\$3,250.00	\$5,000.00	39%	
20207600 OFFICE SUPPLIES	\$5,130.00	\$1,757.10	\$3,372.90	34%	
20208100 POSTAL SVC	\$6,820.00	\$134.97	\$6,685.03	2%	
20208500 PRINTING SVC	\$37,400.00	\$9,164.50	\$28,235.50	25%	
20210300 AGRI/HORT SVC	\$382,791.00	\$82,418.00	\$300,373.00	22%	
20210400 AGRI/HORT SUP	\$20,400.00	\$1,210.47	\$19,189.53	6%	
20211100 BLDG MAINT SVC	\$5,000.00	\$0.00	\$5,000.00	0%	
20211200 BLDG MAINT SUP/MAT	\$9,000.00	\$1,129.93	\$7,870.07	13%	
20213100 ELECT MAINT SVC	\$1,500.00	\$0.00	\$1,500.00	0%	
20213200 ELECT MAINT SUP	\$4,000.00	\$1,117.20	\$2,882.80	28%	
20214100 LAND IMP MAINT SVC	\$0.00	\$0.00	\$0.00	0%	
20214200 LAND IMP MAINT SUP	\$17,300.00	\$2,335.56	\$14,964.44	14%	
20215100 MECH SYS MAINT SVC	\$6,400.00	\$725.00	\$5,675.00	11%	
20215200 MECH SYS MAINT SUP	\$200.00	\$0.00	\$200.00	0%	
20216200 PAINTING SUP	\$4,150.00	\$84.63	\$4,065.37	2%	
20216700 PLUMBING MAINT SVC	\$8,000.00	\$499.00	\$7,501.00	6%	

**FINANCIAL REPORT FY 24/25**  
**341A FORPD GENERAL FUND**

FY 24/25  
Period 3( 25% of FY)

20216800 PLUMBING MAINT SUP	\$17,000.00	\$5,393.13	\$11,606.87	32%	
20218500 PERMIT CHARGES	\$3,050.00	\$2,783.67	\$266.33	91%	
20219100 ELECTRICITY	\$62,000.00	\$14,669.03	\$47,330.97	24%	
20219200 NAT GAS/LPG/FUEL OIL	\$10,175.00	\$159.58	\$9,931.56	2%	
20219300 REF COLL/DISP SVC	\$21,936.00	\$1,303.52	\$18,159.46	17%	
20219500 SEWAGE DISP SVC	\$22,611.00	\$3,394.00	\$19,217.00	15%	
20219700 TELEPHONE SVC	\$23,500.00	\$5,414.36	\$18,085.64	23%	
20219800 WATER	\$107,044.00	\$26,185.36	\$80,858.64	24%	
20220500 AUTO MAINT SVC	\$14,000.00	\$2,743.52	\$11,256.48	20%	
20220600 AUTO MAINT SUP	\$4,000.00	\$872.92	\$3,127.08	22%	
20222600 EXPEND TOOLS	\$6,000.00	\$541.21	\$5,458.79	9%	
20222700 CELLPHONE/PAGER	\$10,000.00	\$1,602.90	\$8,397.10	16%	
20223600 FUEL/LUBRICANTS	\$22,000.00	\$4,530.61	\$17,469.39	21%	
20226100 OFFICE EQ MAINT SVC	\$2,200.00	\$241.86	\$1,958.14	11%	
20227500 RENT/LEASE EQ	\$17,400.00	\$3,125.17	\$14,274.83	18%	
20229100 OTHER EQ MAINT SVC	\$2,000.00	\$0.00	\$2,000.00	0%	
20229200 OTHER EQ MAINT SUP	\$2,000.00	\$1,459.46	\$540.54	73%	
20231400 CLOTH/PERSONAL SUP	\$26,975.00	\$1,953.47	\$25,021.53	7%	
20232100 CUSTODIAL SVC	\$12,000.00	\$1,216.41	\$10,783.59	10%	
20232200 CUSTODIAL SUP	\$24,000.00	\$8,322.53	\$15,677.47	35%	
20233200 FOOD/CATERING SUP	\$25,355.00	\$2,969.00	\$22,386.00	12%	
20244400 MEDICAL SUP	\$1,500.00	\$21.54	\$1,478.46	1%	
20250200 ACTUARIAL SVC	\$8,000.00	\$700.00	\$7,300.00	9%	
20250500 ACCOUNTING SVC	\$10,800.00	\$2,704.00	\$8,096.00	25%	
20250700 ASSESSMENT COLL SVC	\$29,000.00	\$0.00	\$29,000.00	0%	
20252500 ENGINEERING SVC	\$17,000.00	\$9,175.85	\$7,824.15	54%	
20253100 LEGAL SVC	\$6,000.00	\$4,664.36	\$1,335.64	78%	Cell Tower sale
20254300 PARKS/RECREATION SVC	\$13,200.00	\$0.00	\$13,200.00	0%	
20257100 SECURITY SVC	\$58,155.00	\$10,502.13	\$47,652.87	18%	
20257200 SHUTTLE BUS	\$11,000.00	\$7,050.00	\$3,950.00	64%	Field trips for camp in July
20259100 OTHER PROF SVC	\$9,540.00	\$2,122.09	\$7,417.91	22%	
20281100 DATA PROCESSING SVC	\$47,430.00	\$13,373.47	\$34,056.53	28%	
20281200 DATA PROCESSING SUP	\$7,165.00	\$1,836.33	\$5,328.67	26%	
20281700 ELECTION SVC	\$55,726.00	\$0.00	\$55,726.00	0%	
20281900 REGISTRATION SVC	\$8,000.00	\$4,538.80	\$3,461.20	57%	
20285100 RECREATIONAL SVC	\$94,539.00	\$29,144.20	\$65,394.80	31%	
20285200 RECREATIONAL SUP	\$39,050.00	\$13,066.96	\$25,983.04	33%	
20289800 OTHER OP EXP SUP	\$15,100.00	\$6,609.92	\$8,490.08	44%	
20289900 OTHER OP EXP SVC	\$6,200.00	\$1,243.28	\$4,651.72	25%	

**FINANCIAL REPORT FY 24/25**  
**341A FORPD GENERAL FUND**

 FY 24/25  
Period 3( 25% of FY)

20291300 AUD/CONTROLLER SVC	\$16,000.00	\$0.00	\$16,000.00	0%	
* <b>20 - SERVICES AND SUPPLIES</b>	<b>\$1,570,636.00</b>	<b>\$375,310.21</b>	<b>\$1,192,463.91</b>	<b>24%</b>	
30345000 TAX/LIC/ASSESS	\$4,200.00	\$1,032.72	\$3,167.28	25%	
* <b>30 - OTHER CHARGES</b>	<b>\$4,200.00</b>	<b>\$1,032.72</b>	<b>\$3,167.28</b>	<b>25%</b>	
42420200 STRUCTURES	\$220,000.00	\$7.38	\$219,992.62	0%	
* <b>42 - Buildings</b>	<b>\$220,000.00</b>	<b>\$7.38</b>	<b>\$219,992.62</b>	<b>0%</b>	
43430300 EQUIPMENT SD NON RECON	\$90,000.00	\$0.00	\$90,000.00	0%	
* <b>43 - Equipment</b>	<b>\$90,000.00</b>	<b>\$0.00</b>	<b>\$90,000.00</b>	<b>0%</b>	
79790100 CONTINGENCY APPR	\$50,000.00	\$0.00	\$50,000.00	0%	
* <b>79 - Appropriation for Contingencies</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>0%</b>	
** EXPENDITURE ACCOUNTS	<b>\$4,552,815.00</b>	<b>\$1,007,825.01</b>	<b>\$3,542,128.11</b>	<b>22%</b>	
59599100 OPERATING TRANS IN	-\$913,830.00	\$0.00	-\$913,830.00	0%	
* <b>59 - INTERFUND REIMBRSMT</b>	<b>-\$913,830.00</b>	<b>\$0.00</b>	<b>-\$913,830.00</b>	<b>0%</b>	
** REIMBURSEMENT ACCOUNTS	<b>-\$913,830.00</b>	<b>\$0.00</b>	<b>-\$913,830.00</b>	<b>0%</b>	
91910100 PROP TAX CUR SEC	-\$2,189,035.00	\$0.00	-\$2,189,035.00	0%	
91910200 PROP TAX CUR UNSEC	-\$79,410.00	\$0.00	-\$79,410.00	0%	
91910300 PROP TAX CUR SUP	-\$58,480.00	\$0.00	-\$58,480.00	0%	
91910400 PROPERTY TAX SECURED DELINQUENT	-\$14,782.00	\$0.00	-\$14,782.00	0%	
91910500 PROP TAX SUP DELINQ	-\$2,417.00	\$0.00	-\$2,417.00	0%	
91910600 PROPERTY TAX UNITARY	-\$27,746.00	\$0.00	-\$27,746.00	0%	
91913000 PROP TAX PR UNSEC	-\$1,250.00	\$0.00	-\$1,250.00	0%	
91914000 PROP TAX PENALTIES	-\$350.00	\$0.00	-\$350.00	0%	
* <b>91 - TAXES</b>	<b>-\$2,373,470.00</b>	<b>\$0.00</b>	<b>-\$2,373,470.00</b>	<b>0%</b>	
94941000 INTEREST INCOME	-\$15,000.00	\$0.00	-\$15,000.00	0%	
94942900 BLDG RENTAL OTHER	-\$141,400.00	\$0.00	-\$141,400.00	0%	
94943900 GROUND LEASES-OTHER	-\$96,125.00	-\$1,879,873.58	\$1,783,748.58	1956%	proceeds from sale of leases
* <b>94 - REVENUE FROM USE OF MONEY AND PROP</b>	<b>-\$252,525.00</b>	<b>-\$1,879,873.58</b>	<b>\$1,627,348.58</b>	<b>744%</b>	
95952200 HOME PROP TAX REL	-\$16,500.00	\$0.00	-\$16,500.00	0%	
95952900 IN LIEU TAXES-OTHER	\$0.00	\$0.00	\$0.00	0%	
* <b>95 - INTERGOVERNMENTAL REVENUES</b>	<b>-\$16,500.00</b>	<b>\$0.00</b>	<b>-\$16,500.00</b>	<b>0%</b>	
96964600 RECREATION SVC CHGS	-\$518,590.00	\$0.00	-\$518,590.00	0%	
* <b>96 - CHARGES FOR SERVICES</b>	<b>-\$518,590.00</b>	<b>\$0.00</b>	<b>-\$518,590.00</b>	<b>0%</b>	
97979000 MISC OTHER	-\$372,900.00	-\$132,712.00	-\$240,188.00	36%	
* <b>97 - MISCELLANEOUS REVENUE</b>	<b>-\$372,900.00</b>	<b>-\$132,712.00</b>	<b>-\$240,188.00</b>	<b>36%</b>	
** REVENUE ACCOUNTS	<b>-\$3,533,985.00</b>	<b>-\$2,012,585.58</b>	<b>-\$1,521,399.42</b>	<b>57%</b>	
<b>*** Total</b>	<b>\$105,000.00</b>	<b>-\$1,004,760.57</b>	<b>\$1,106,898.69</b>	<b>-954%</b>	

**FINANCIAL REPORT FY 24/25**  
**341C MEASURE J CAPITAL FUND**

FY 24/25  
Period 3( 25% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
20253100 LEGAL SVC	\$5,000.00	\$0.00	\$5,000.00		
20259100 OTHER PROF SVC	\$0.00	\$3,641.50	-\$3,641.50		
20281100 DATA PROCESSING SVC	\$1,000.00	\$0.00	\$1,000.00		
20291300 AUD/CONTROLLER SVC	\$4,500.00	\$0.00	\$4,500.00		
20 - SERVICES AND SUPPLIES	\$10,500.00	\$3,641.50	\$6,858.50		
42420200 STRUCTURES	\$9,569,693.00	\$930,056.02	\$8,639,636.98		
42 - Buildings	\$9,569,693.00	\$930,056.02	<b>\$8,639,636.98</b>		
<b>EXPENDITURE ACCOUNTS</b>	<b>\$9,580,193.00</b>	<b>\$933,697.52</b>	<b>\$8,646,495.48</b>		
97979000 MISC OTHER	-\$9,580,193.00	-\$199,442.00	-\$9,380,751.00		
97 - MISCELLANEOUS REVENUE	-\$9,580,193.00	-\$199,442.00	-\$9,380,751.00		
<b>REVENUE ACCOUNTS</b>	<b>-\$9,580,193.00</b>	<b>-\$199,442.00</b>	<b>-\$9,380,751.00</b>		
<b>Total</b>		<b>\$734,255.52</b>	<b>-\$734,255.52</b>		

**FINANCIAL REPORT FY 24/25**  
**373A FO ASSESSMENT DISTRICT**

FY 24/25  
*Period 3( 25% of FY)*

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
50598000 OPERATING TRANS OUT	\$753,386.00	\$0.00	\$753,386.00	0%	
<b>50 - INTERFUND CHARGES</b>	<b>\$753,386.00</b>	<b>\$0.00</b>	<b>\$753,386.00</b>	<b>0%</b>	
<b>EXPENDITURE ACCOUNTS</b>	<b>\$753,386.00</b>	<b>\$0.00</b>	<b>\$753,386.00</b>	<b>0%</b>	
96960300 SPECIAL ASSESMENT	-\$603,386.00	\$0.00	-\$603,386.00	0%	
<b>96 - CHARGES FOR SERVICES</b>	<b>-\$603,386.00</b>	<b>\$0.00</b>	<b>-\$603,386.00</b>	<b>0%</b>	
<b>REVENUE ACCOUNTS</b>	<b>-\$603,386.00</b>	<b>\$0.00</b>	<b>-\$603,386.00</b>	<b>0%</b>	
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>	

**FINANCIAL REPORT FY 24/25**  
**343A PHOENIX LANDSCAPE AND LIGHTING**

FY 24/25  
 Period 3( 25% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
50598000 OPERATING TRANS OUT	\$56,614.00	\$0.00	\$56,614.00	0%	
<b>50 - INTERFUND CHARGES</b>	<b>\$56,614.00</b>	<b>\$0.00</b>	<b>\$56,614.00</b>	<b>0%</b>	
<b>EXPENDITURE ACCOUNTS</b>	<b>\$56,614.00</b>	<b>\$0.00</b>	<b>\$56,614.00</b>	<b>0%</b>	
96960300 SPECIAL ASSESMENT	-\$56,614.00	\$0.00	-\$56,614.00	0%	
96 - CHARGES FOR SERVICES	-\$56,614.00	\$0.00	-\$56,614.00	0%	
REVENUE ACCOUNTS	-\$56,614.00	\$0.00	-\$56,614.00	0%	
<b>Total</b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>0%</u></b>	

**FINANCIAL REPORT FY 24/25**  
**343B GUM RANCH MAINTENANCE ASSESSMENT**

FY 24/25  
*Period 3( 25% of FY)*

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
50598000 OPERATING TRANS OUT	\$103,830.00		\$103,830.00	0%	
<b>50 - INTERFUND CHARGES</b>	<b>\$103,830.00</b>		<b>\$103,830.00</b>	<b>0%</b>	
<b>EXPENDITURE ACCOUNTS</b>	<b>\$103,830.00</b>		<b>\$103,830.00</b>	<b>0%</b>	
96960300 SPECIAL ASSESMENT	-\$103,830.00		-\$103,830.00	0%	
96 - CHARGES FOR SERVICES	-\$103,830.00		-\$103,830.00	0%	
<b>REVENUE ACCOUNTS</b>	<b>-\$103,830.00</b>		<b>-\$103,830.00</b>	<b>0%</b>	
<b>Total</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>0%</b>	

FAIR OAKS RECREATION AND PARK DISTRICT  
MEASURE J - COMMITMENT REPORT

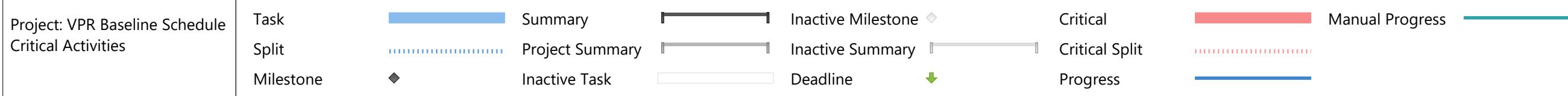
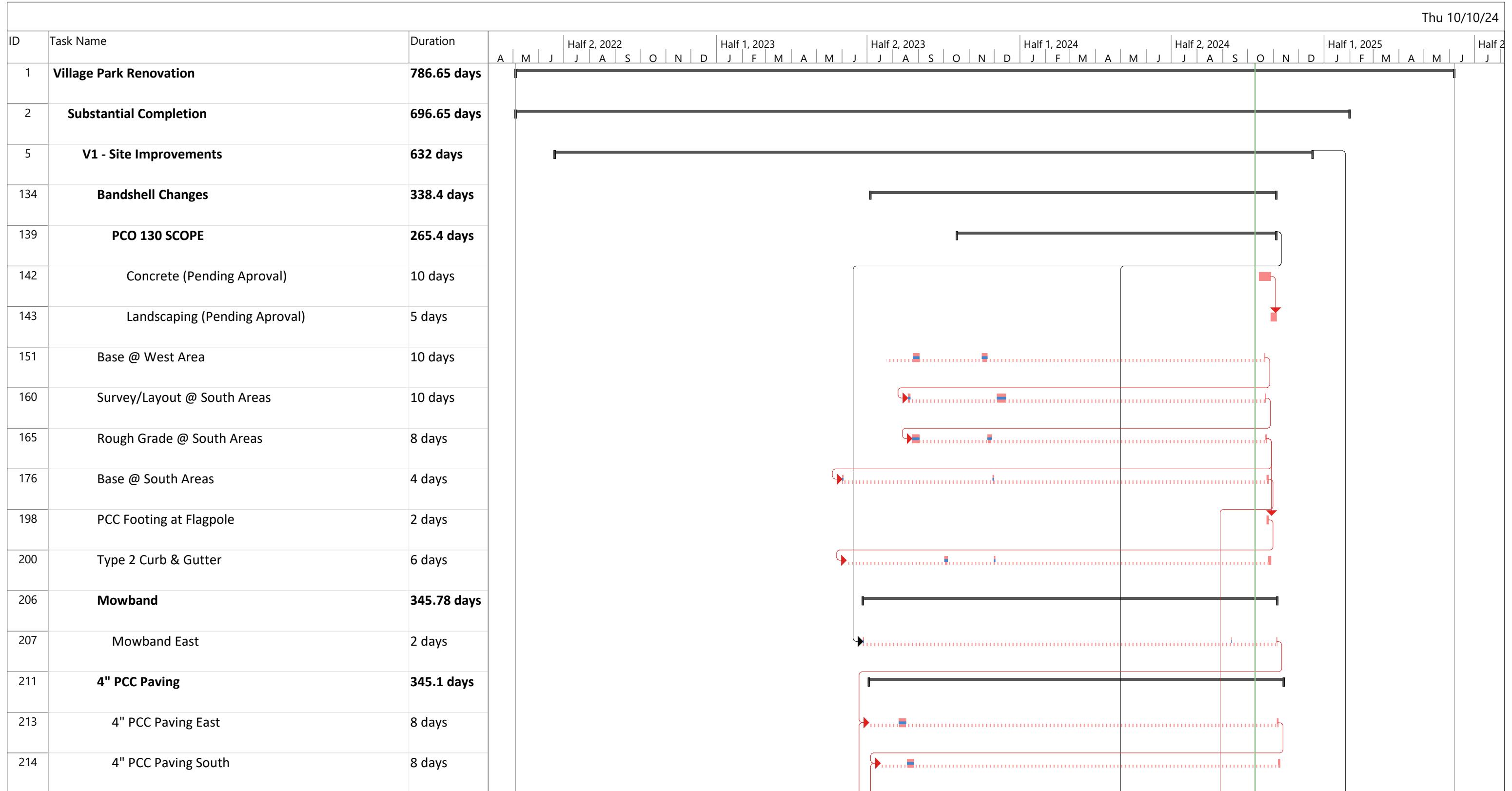
FY 24/25  
Period 3

Vendor	Project	Original Amount	Change Orders	Revised Amount	Paid	Balance	Notes
ARC Document Solutions	All Projects	\$ 8,000.00	\$ -	\$ 22,677.58	\$ -		
BOBO Construction	All Projects	\$ 21,750,000.00	\$ 399,777.00	\$ 22,149,777.00	\$ 17,223,267.13	\$ 4,926,509.87	
ICS	All Projects	\$ 1,100,000.00	\$ -	\$ 1,100,000.00	\$ 941,226.25	\$ 158,773.75	
Verde Design	Jim Streng Park	\$ 70,350.00	\$ 3,000.00	\$ 73,350.00	\$ 73,350.00	\$ -	Paused
Warren Consulting Engineers, Inc.	Jim Streng Park	\$ 5,000.00	\$ 7,300.00	\$ 12,300.00	\$ 11,800.00		Paused
Mid Pacific Engineering	Jim Streng Park	\$ 3,850.00	\$ 6,621.00	\$ 10,471.00	\$ 6,838.50		Paused
Playcore Wisconsin Inc. DBA Gam	Jim Streng Park	\$ 147,910.21	\$ 6,842.00	\$ 154,752.21	\$ 154,752.21	\$ -	Paused
Safe 2 Play Playground Safety Ins	Jim Streng Park	\$ 825.00	\$ -	\$ 825.00	\$ 825.00	\$ -	Paused
Olympic Land Construction	Jim Streng Park	\$ 678,100.00	\$ (19,332.00)	\$ 658,768.00	\$ 658,768.00	\$ -	Paused
Verde Design	Phoenix Park Improvements	\$ 438,250.00	\$ -	\$ 438,250.00	\$ 111,537.37		Paused
AECOM	Phoenix Park Improvements	\$ 69,943.00	\$ -	\$ 69,943.00	\$ -		Paused
Mid Pacific Engineering	Phoenix Park Improvements	\$ 9,600.00	\$ -	\$ 9,600.00	\$ 7,300.50		Paused
PARC Specialty Contractors	Village Park	\$ 134,700.00	\$ -	\$ 134,700.00	\$ 6,735.00		closed per ICS
Callander Associates Landscape A	Village Park	\$ 572,385.00	\$ 433,906.50	\$ 1,006,291.50	\$ 927,966.29	\$ 78,325.21	
CTA Engineering & Surveying	Village Park	\$ 20,500.00	\$ 4,448.13	\$ 24,948.13	\$ 24,948.13	\$ -	
Mid Pacific Engineering	Village Park	\$ 9,150.00	\$ 172,710.75	\$ 181,860.75	\$ 133,312.25	\$ 48,548.50	
Entek Consulting Group	Village Park	\$ 3,650.00	\$ 2,520.00	\$ 6,170.00	\$ 6,170.00	\$ -	
LSA Associates	Village Park	\$ 9,405.00	\$ (1,980.00)	\$ 7,425.00	\$ 7,425.50	\$ (0.50)	
AECOM	Village Park	\$ 61,853.00	\$ 7,871.20	\$ 69,724.20	\$ 69,724.20	\$ -	
Bennett Engineering	Village Park	\$ 8,000.00	\$ -	\$ 8,000.00	\$ 8,000.00	\$ -	
Interwest Consulting	Village Park	\$ 11,190.00	\$ -	\$ 11,190.00	\$ 5,502.50		closed per ICS
Entek Consulting Group	Village Park - Clubhouse	\$ 5,115.00	\$ 26,990.00	\$ 32,105.00	\$ 25,110.00	\$ 6,995.00	
WMB Architects	Village Park - Clubhouse	\$ 180,330.00	\$ 78,626.00	\$ 258,956.00	\$ 215,483.38	\$ 43,472.62	
KMM Services Inc	Village Park - Clubhouse	\$ 10,650.00	\$ 54,440.00	\$ 65,090.00	\$ 57,115.00	\$ 7,975.00	
WMB Architects	Village Park-Amphitheatre	\$ 534,780.00	\$ 245,053.00	\$ 779,833.00	\$ 717,286.46	\$ 62,546.54	
L&M Fence Rental	Village Park-Amphitheatre	\$ 3,200.00	\$ 1,572.50	\$ 4,772.50	\$ 4,772.50	\$ -	
<b>Total</b>		<b>\$ 25,846,736.21</b>	<b>\$ 1,430,366.08</b>	<b>\$ 27,269,102.29</b>	<b>\$ 21,421,893.75</b>	<b>\$ 5,333,145.99</b>	

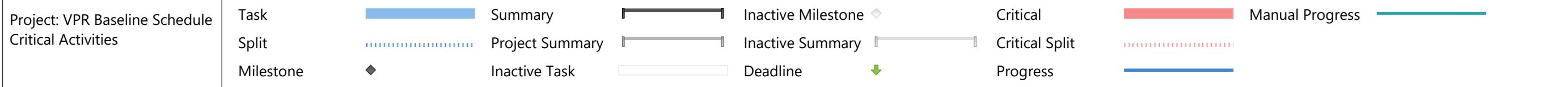
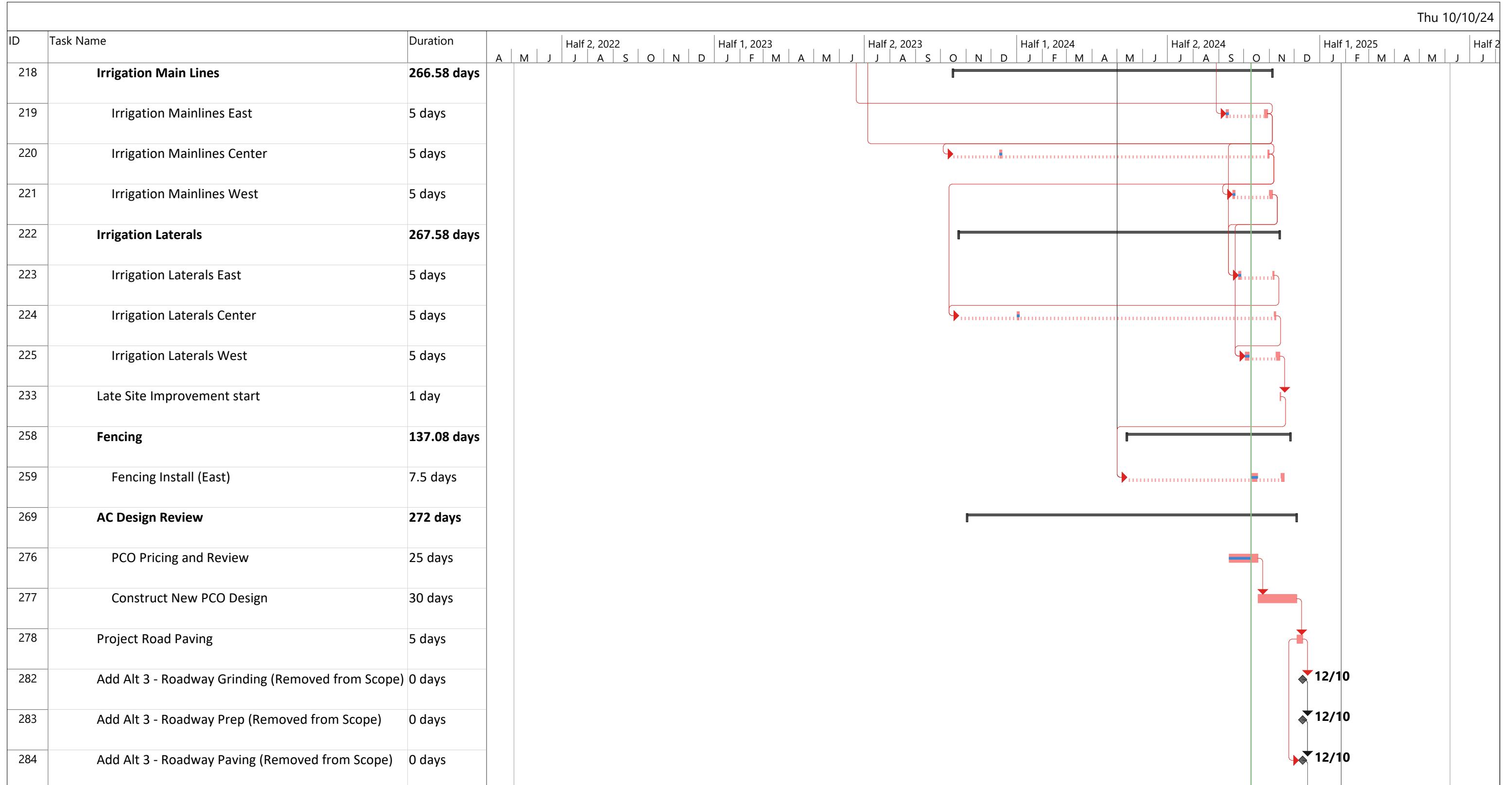


<b>Description</b>	<b>8/21/2024</b>	<b>9/18/2024</b>	<b>10/16/2024</b>	<b>Notes</b>
Substantial Compl Date - V1 (Site - Village & Plaza)	3/31/2025	12/10/2024	12/17/2024	
Substantial Compl Date -V2 (Amphitheater)	3/31/2025	1/29/2025	1/31/2025	
Substantial Compl Date - V3 (Clubhouse)	2/21/2025	1/1/2025	1/10/2025	
Project Substantial Completion Date (SCD)	3/31/2025	1/29/2025	1/31/2025	
Full Project Completion Date (Closeout)	8/6/2025	6/4/2025	6/6/2025	

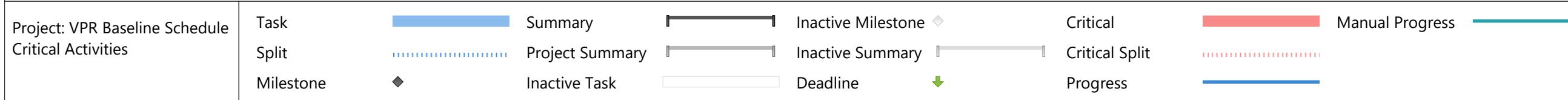
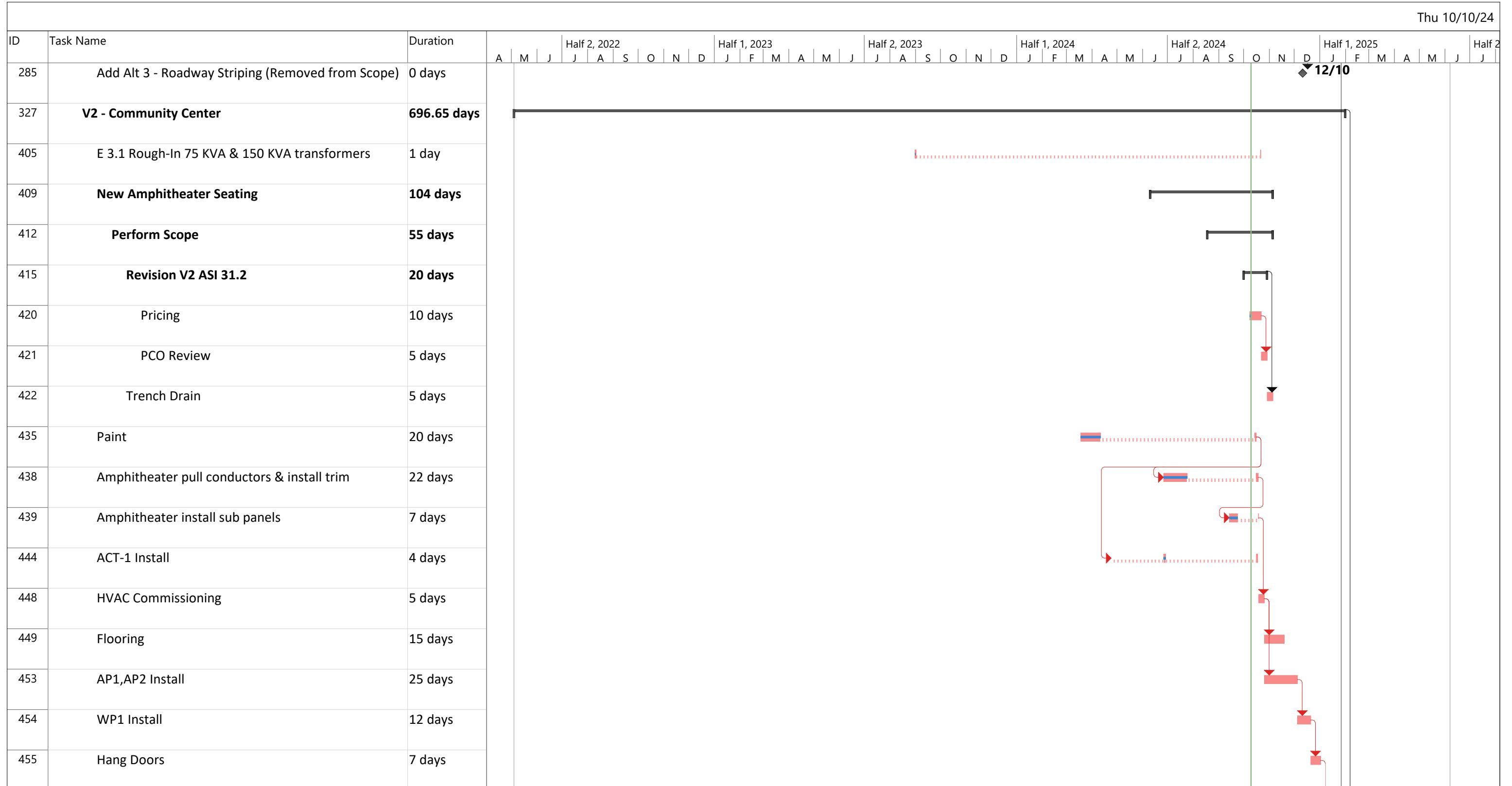
Thu 10/10/24



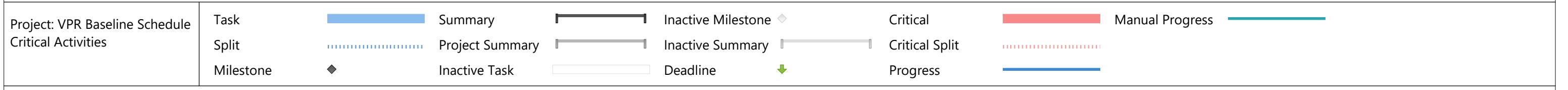
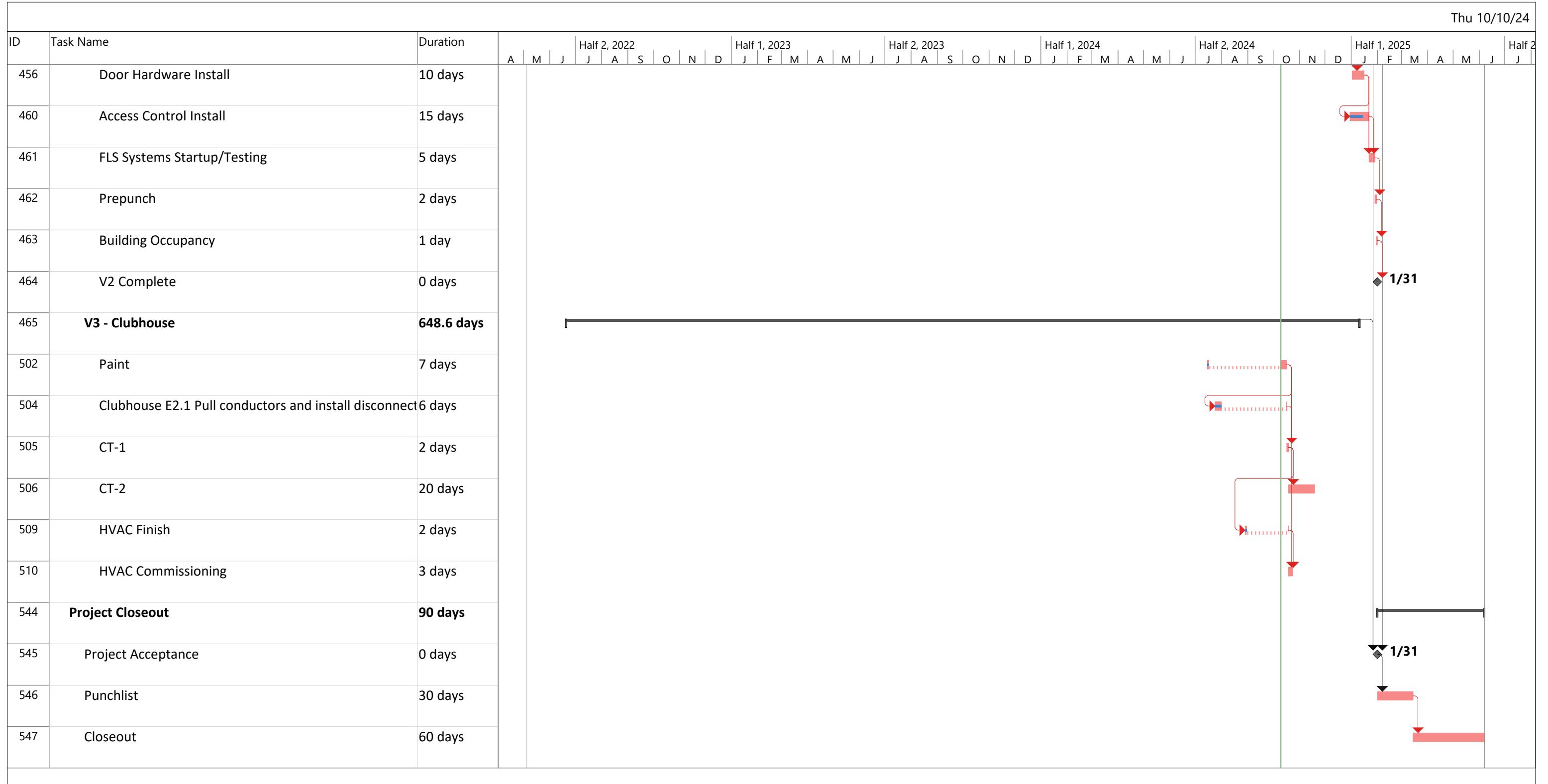
Thu 10/10/24

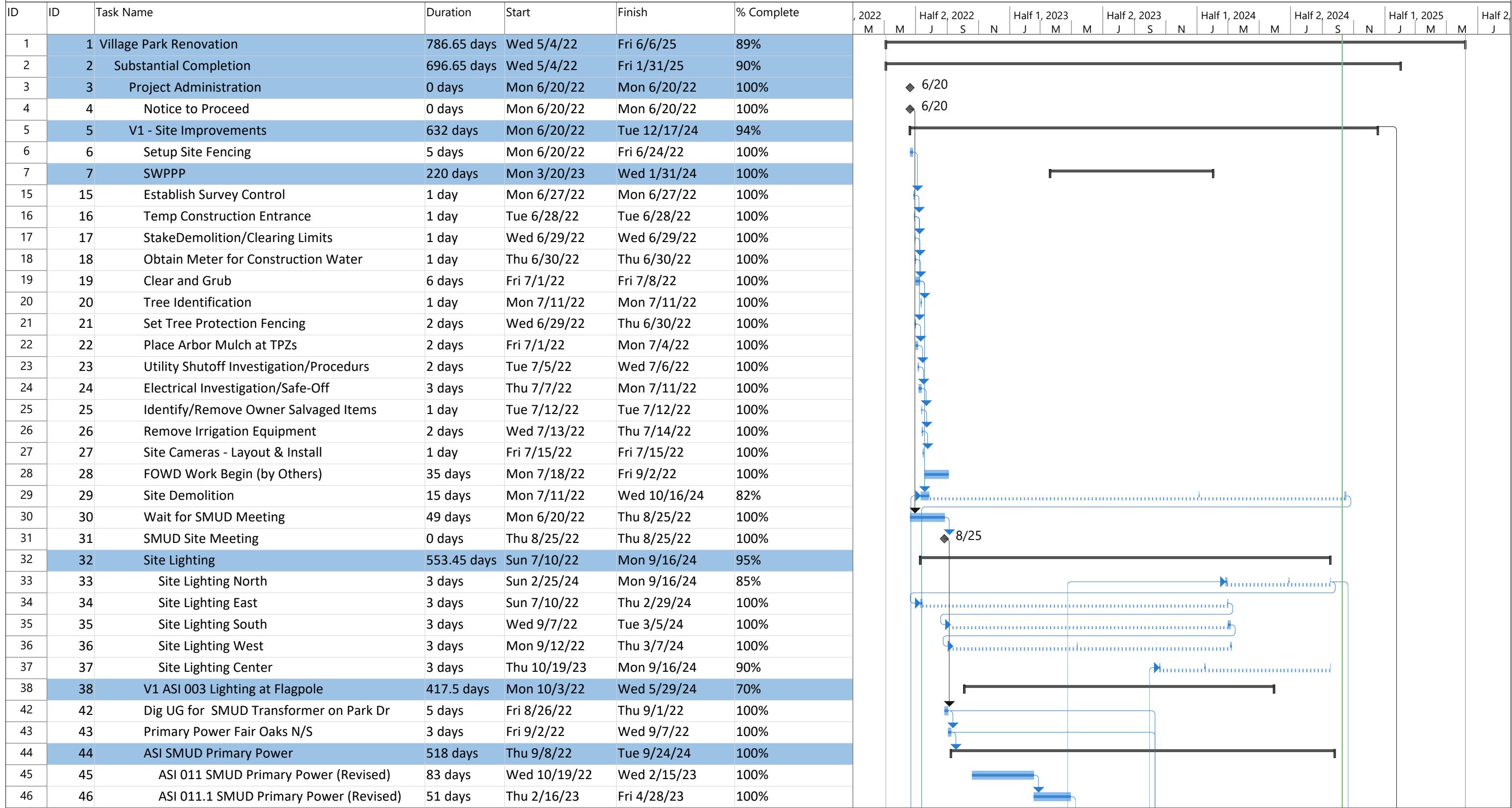


Thu 10/10/24



Thu 10/10/24







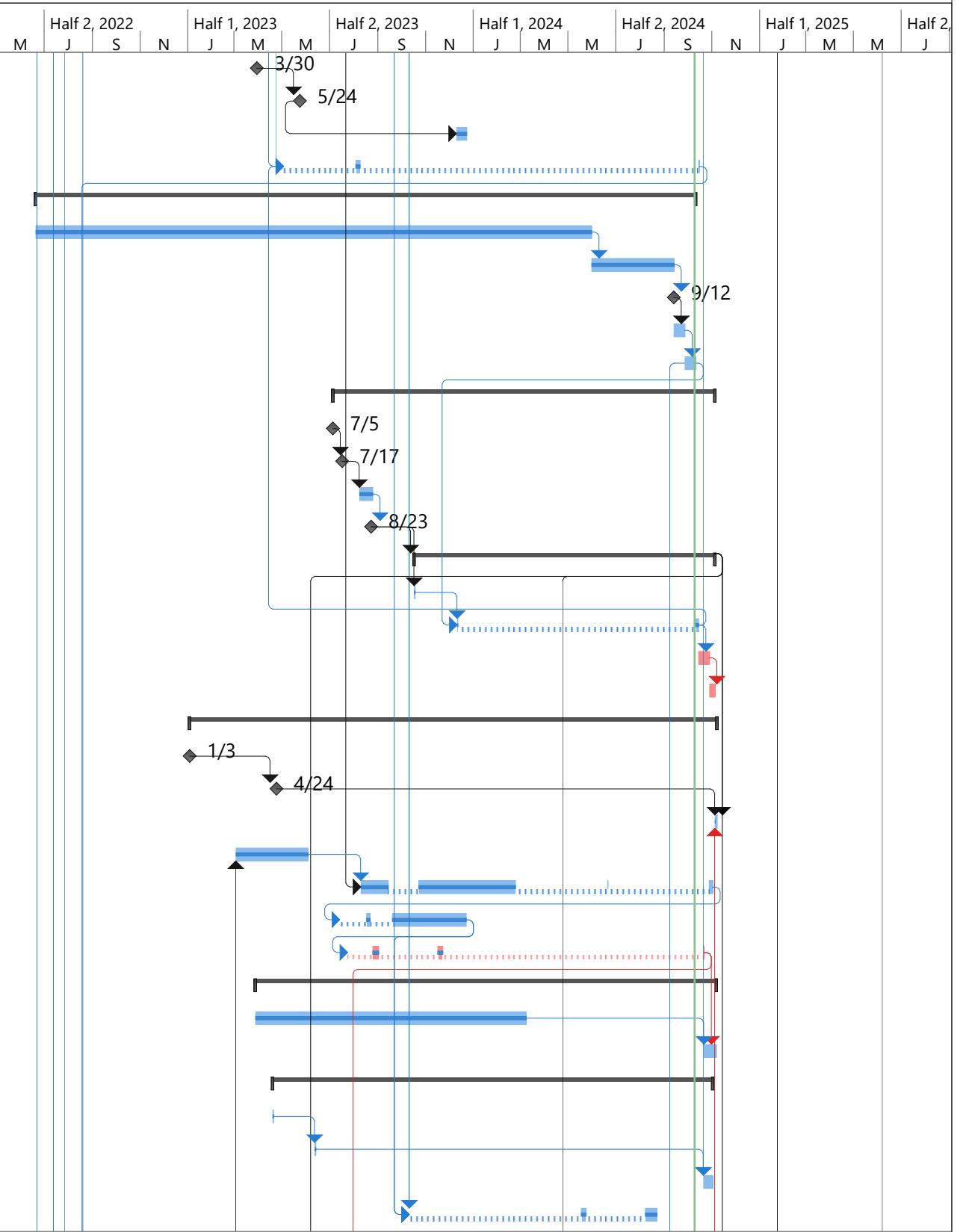
ID	ID	Task Name	Duration	Start	Finish	% Complete	2022	M	Half 2, 2022	J	S	N	Half 1, 2023	J	M	Half 2, 2023	J	S	N	Half 1, 2024	J	M	M	Half 2, 2024	J	S	N	Half 1, 2025	J	M	M	Half 2, 2025	J
47	47	ASI 011.2 SMUD Primary Power (Revised)	19 days	Mon 5/1/23	Thu 5/25/23	100%																											
48	48	ASI 011.3 SMUD Primary Power (Revised)	52 days	Fri 5/26/23	Wed 8/9/23	100%																											
49	49	SMUD Primary Power	518 days	Thu 9/8/22	Tue 9/24/24	100%																											
50	50	V1 ASI 011.4	0 days	Wed 8/9/23	Wed 8/9/23	100%																											
51	51	PCO 117 Approval (T&M)	15 days	Wed 8/16/23	Wed 9/6/23	100%																											
52	52	V1 ASI 011.4 SMUD (T&M)	518 days	Thu 9/8/22	Tue 9/24/24	100%																											
53	53	Pothole Exploration (Layout)	1 day	Thu 8/3/23	Thu 8/3/23	100%																											
54	54	Conduit Trench/Excavation	1 day	Fri 8/4/23	Fri 8/4/23	100%																											
55	55	Conduit Boring	1 day	Mon 8/7/23	Tue 8/8/23	100%																											
56	56	V1 ASI 024 Wall & Pad Changes	466 days	Thu 9/8/22	Thu 7/11/24	100%																											
57	57	V1 ASI 024	0 days	Tue 11/7/23	Tue 11/7/23	100%																											
58	58	SMUD Comitment Drawings	10 days	Tue 11/7/23	Mon 11/20/23	100%																											
59	59	PCO Review/Approval (T&M)	0 days	Fri 12/1/23	Fri 12/1/23	100%																											
60	60	ASI 024 (PCO#000) T&M	466 days	Thu 9/8/22	Thu 7/11/24	100%																											
61	61	Survey	1 day	Thu 9/8/22	Thu 9/8/22	100%																											
62	62	Earthwork	10 days	Mon 12/11/23	Thu 7/11/24	100%																											
63	63	Concrete	10 days	Mon 3/18/24	Mon 4/1/24	100%																											
64	64	Electrical	5 days	Wed 4/10/24	Wed 4/17/24	100%																											
65	65	Pull box install	28.5 days	Thu 7/27/23	Tue 9/12/23	100%																											
66	66	Transformer Pad	7 days	Mon 4/1/24	Tue 4/9/24	100%																											
67	67	SMUD Inspection	181 days	Tue 10/3/23	Thu 6/20/24	100%																											
68	68	Inspection #1 - Pull Box	0 days	Tue 10/3/23	Tue 10/3/23	100%																											
69	69	Inspection #2 - Pull Box (Site Meeting)	0 days	Mon 11/6/23	Mon 11/6/23	100%																											
70	70	Inspection #3 - Wire Pull	0 days	Mon 4/15/24	Mon 4/15/24	100%																											
71	71	Inspection #4 - Transformer	0 days	Thu 6/20/24	Thu 6/20/24	100%																											
72	72	SMUD By-Pass	75 days	Tue 11/14/23	Tue 3/5/24	100%																											
73	73	Utility Excavation/Exploration	7 days	Tue 11/14/23	Wed 11/22/23	100%																											
74	74	SMUD Inspection/Asbuilt	0 days	Wed 11/22/23	Wed 11/22/23	100%																											
75	75	SMUD Scheduling ( Construction Devi:	67 days	Tue 11/28/23	Tue 3/5/24	100%																											
76	76	Pit backfill (SAND)	1 day	Mon 1/8/24	Mon 1/8/24	100%																											
77	77	Pit Reopen	1 day	Mon 3/4/24	Mon 3/4/24	100%																											
78	78	SMUD Wire Pull/Transformer	1 day	Tue 3/5/24	Tue 3/5/24	100%																											
79	79	Transformer Power Switch	60 days	Tue 4/16/24	Wed 7/10/24	100%																											
80	80	4 Week Schedule	20 days	Tue 4/16/24	Mon 5/13/24	100%																											
81	81	SMUD Work	2 days	Tue 5/14/24	Wed 5/15/24	100%																											
82	82	PCO #177 RFI#44 V3 Gas Bond	22 days	Wed 6/5/24	Fri 7/5/24	100%																											

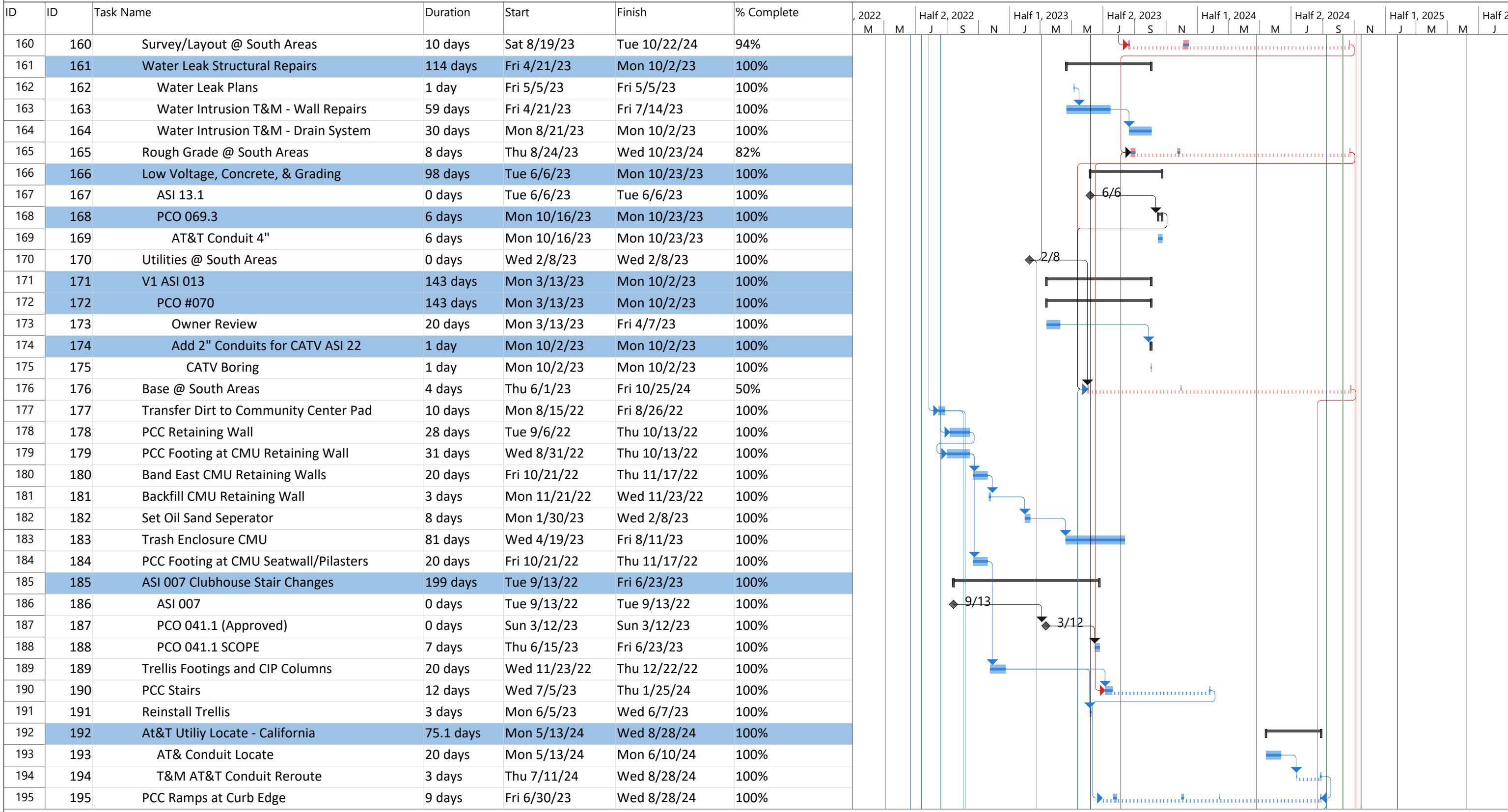


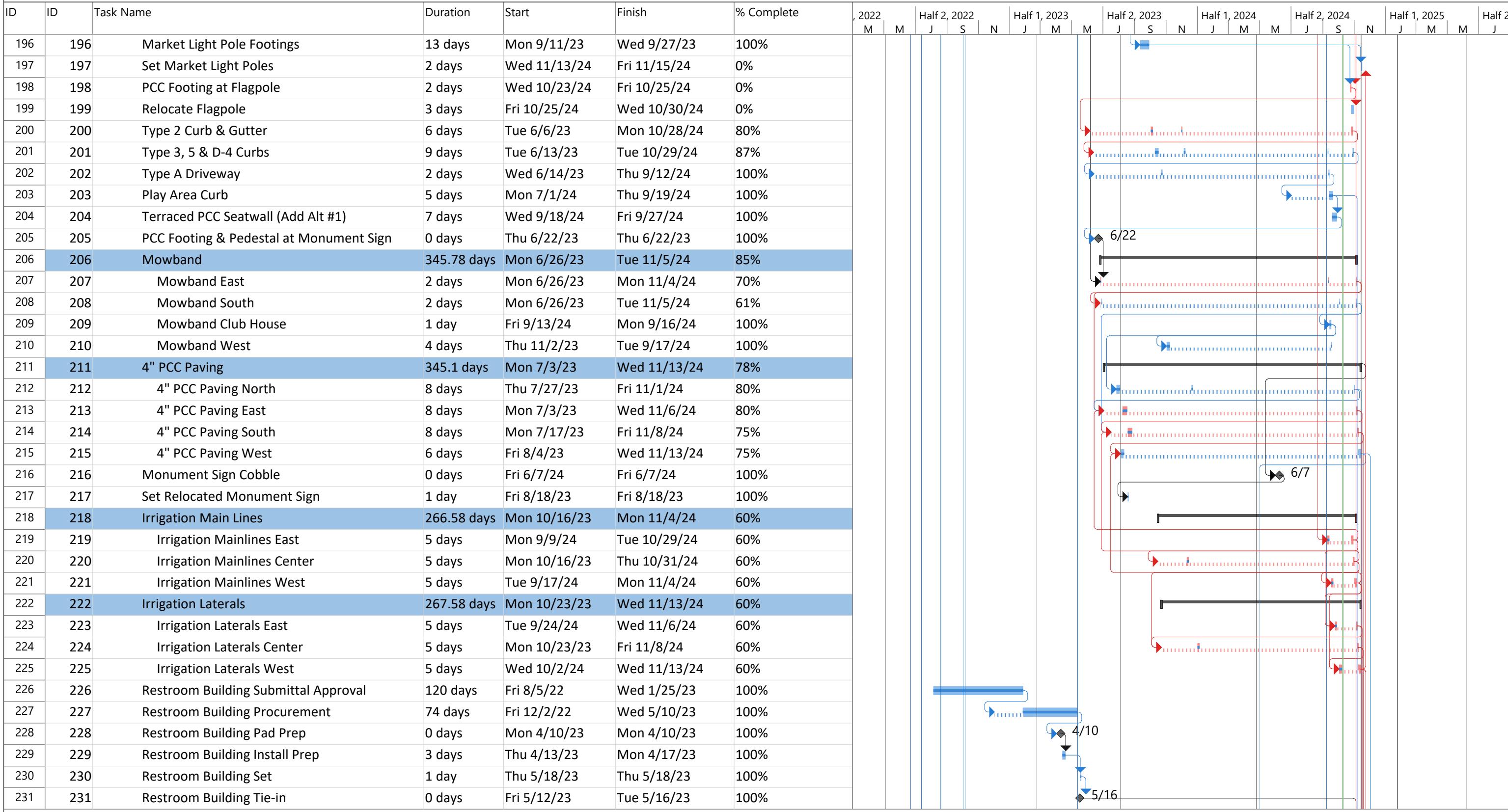
ID	ID	Task Name	Duration	Start	Finish	% Complete	2022	M	Half 2, 2022	J	S	N	Half 1, 2023	J	M	Half 2, 2023	J	S	N	Half 1, 2024	J	M	Half 2, 2024	J	S	N	Half 1, 2025	J	M	Half 2, 2025	J
83	83	Final Inspection (Green Tag)	3 days	Fri 7/5/24	Wed 7/10/24	100%																									
84	84	SMUD Construction Schedule	3 days	Mon 7/8/24	Wed 7/10/24	100%																									
85	85	SMUD - Turn On Transform Power	0 days	Wed 7/10/24	Wed 7/10/24	100%																									
86	86	SMUD Primary Power Community Center	67 days	Thu 6/20/24	Tue 9/24/24	100%																									
87	87	V2 Transformer Pad SMUD Inspection	0 days	Thu 6/20/24	Thu 6/20/24	100%																									
88	88	4 Week Schedule	0 days	Tue 7/9/24	Tue 7/9/24	100%																									
89	89	SMUD Work - Transformer Install	0 days	Tue 7/9/24	Tue 7/9/24	100%																									
90	90	90 day SMUD Construction Schedule	46 days	Wed 7/10/24	Thu 9/12/24	100%																									
91	91	SMUD Work - Wire Pull	8 days	Fri 9/13/24	Tue 9/24/24	100%																									
92	92	Install secondary conduits	5 days	Wed 9/11/24	Tue 9/17/24	100%																									
93	93	Note 2 Trench for Power Ped	1.95 days	Thu 11/17/22	Mon 3/4/24	100%																									
94	94	Trench for Irrigation Controller Conduits	3 days	Tue 5/30/23	Tue 10/15/24	80%																									
95	95	Dig and install cement pull boxes	2.1 days	Tue 8/1/23	Tue 3/12/24	100%																									
96	96	Dig & Install (F) EV UG Vault	0.85 days	Fri 7/7/23	Wed 3/13/24	100%																									
97	97	Trench to PP for GFCI and (F) EV pull box	2.76 days	Mon 7/3/23	Fri 3/15/24	100%																									
98	98	V1 ASI 17 EV Charging Station	403.2 days	Tue 3/14/23	Tue 10/15/24	99%																									
99	99	V1 ASI 017	0 days	Tue 3/14/23	Tue 3/14/23	100%																									
100	100	PCO#103 Submittal Review	0 days	Tue 10/3/23	Tue 10/3/23	100%																									
101	101	County Approval - CALA Review	159 days	Thu 10/19/23	Thu 6/6/24	100%																									
102	102	V1 ASI 030	0 days	Thu 6/6/24	Thu 6/6/24	100%																									
103	103	Price/Review PCO ASI 030	20 days	Sun 8/4/24	Fri 8/30/24	100%																									
104	104	County Permit Drawing 2nd Review	47 days	Fri 6/7/24	Tue 8/13/24	100%																									
105	105	Perform Scope PCO#103/ ASI 030	6 days	Mon 9/9/24	Tue 10/15/24	80%																									
106	106	Relocate SMUD vaults	5.2 days	Fri 6/9/23	Fri 6/21/24	100%																									
107	107	Rove UG Conductors	0 days	Thu 7/14/22	Thu 7/14/22	100%																									
108	108	USA/Pothole	5 days	Mon 8/15/22	Fri 8/19/22	100%																									
109	109	Survey/Layout @ Band East	179 days	Mon 8/22/22	Thu 5/4/23	100%																									
110	110	Rough Grade @ Band East	74 days	Mon 8/15/22	Fri 8/18/23	100%																									
111	111	Utilities @ Band East	62 days	Thu 3/16/23	Wed 8/2/23	100%																									
112	112	RFI 128 Elevation and Direction Sewerline Changes	16 days	Mon 11/28/22	Mon 12/19/22	100%																									
114	114	ASI 005 Utility Changes	5 days	Wed 6/21/23	Tue 6/27/23	100%																									
115	115	Hydraway	132 days	Tue 3/14/23	Tue 9/19/23	100%																									
119	119	ASI 008 Hydraway	156 days	Wed 9/21/22	Tue 5/2/23	100%																									
123	123	Grading, Fire Service, and Water Meter Changes	187 days	Thu 3/30/23	Fri 12/22/23	100%																									

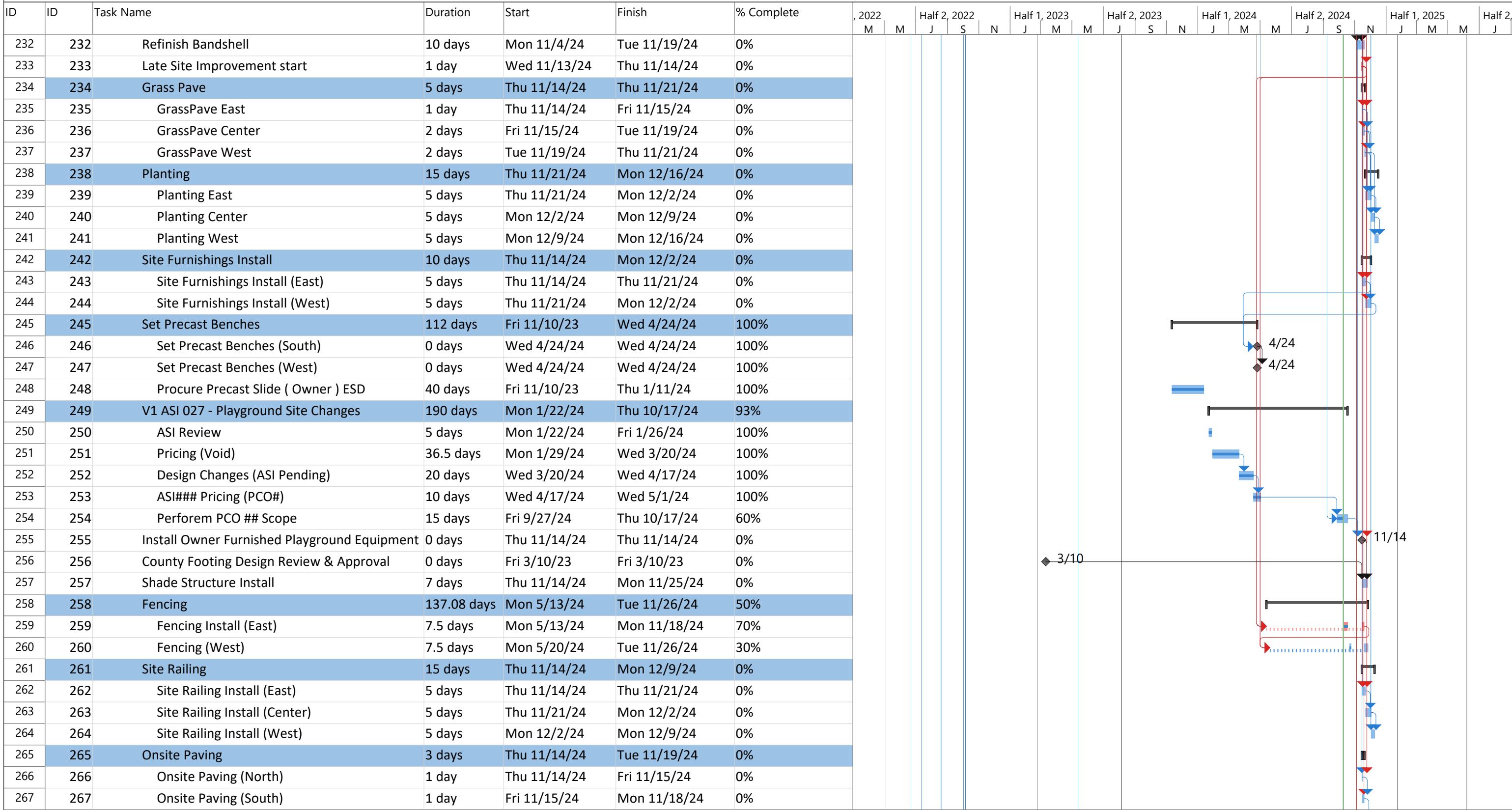


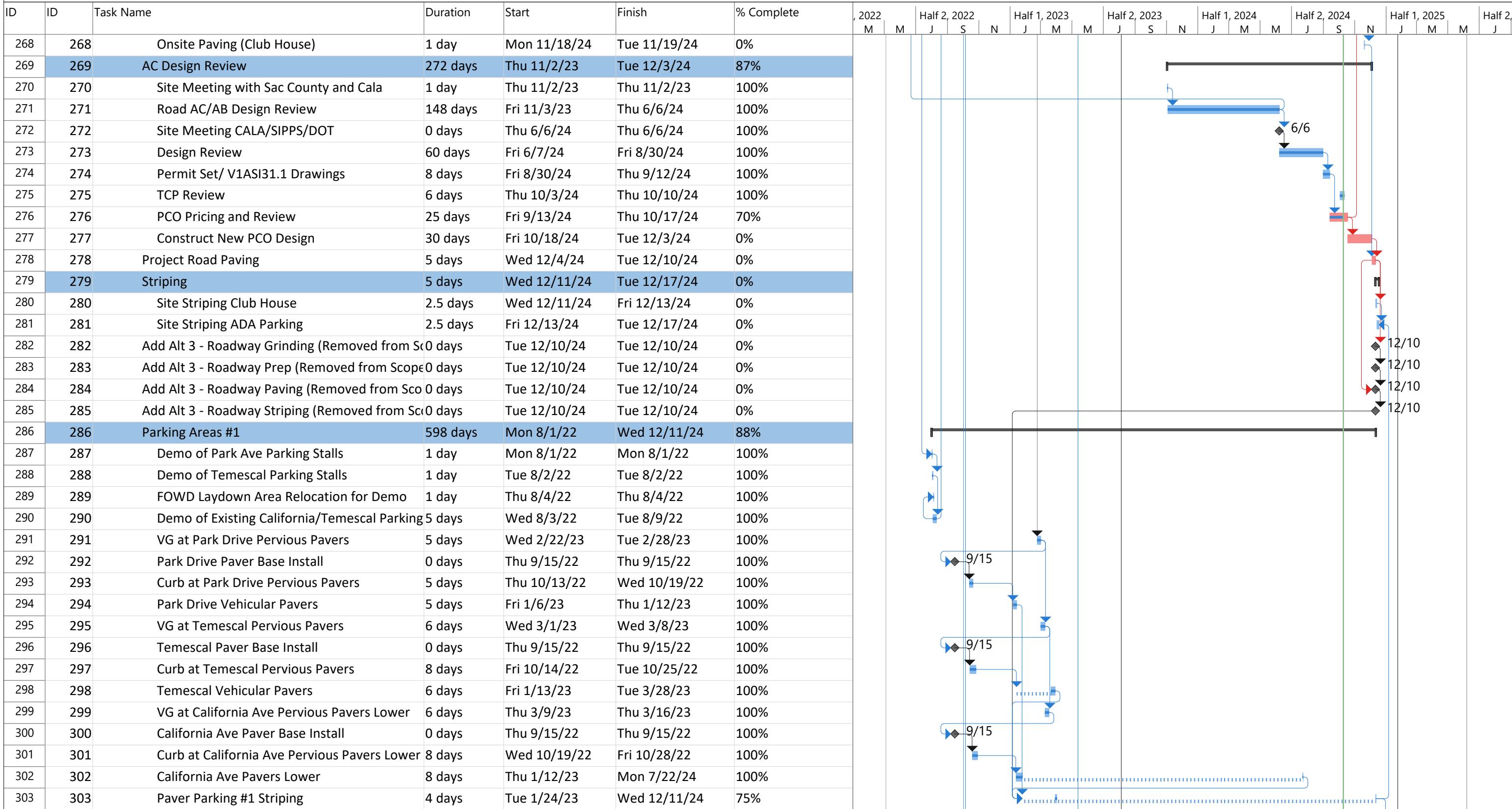
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124	124	ASI 018	0 days	Thu 3/30/23	Thu 3/30/23	100%
125	125	PCO 108 (Approved)	0 days	Wed 5/24/23	Wed 5/24/23	100%
126	126	PCO 131 (Tie-in to Main)	10 days	Sun 12/10/23	Fri 12/22/23	100%
127	127	Base @ Band East	5 days	Wed 5/3/23	Tue 10/15/24	71%
128	128	Bandshell/Playground Design Review	587 days	Mon 6/20/22	Thu 10/10/24	97%
129	129	Field Design Review w/County Inspector	494 days	Mon 6/20/22	Thu 5/30/24	100%
130	130	County Review - Permit Set	73 days	Fri 5/31/24	Thu 9/12/24	100%
131	131	V1 ASI 31.1	0 days	Thu 9/12/24	Thu 9/12/24	100%
132	132	PCO Pricing/Review	10 days	Thu 9/12/24	Thu 9/26/24	0%
133	133	V1 ASI 31.1 Construction	10 days	Fri 9/27/24	Thu 10/10/24	0%
134	134	Bandshell Changes	338.4 days	Wed 7/5/23	Mon 11/4/24	52%
135	135	ASI 20 (Revised)	0 days	Wed 7/5/23	Wed 7/5/23	100%
136	136	ASI 20.1 (Revised)	0 days	Mon 7/17/23	Mon 7/17/23	100%
137	137	RFI#319 - Raised Planter	13 days	Tue 8/8/23	Thu 8/24/23	100%
138	138	ASI 20.2 Bandshell Changes	0 days	Wed 8/23/23	Wed 8/23/23	100%
139	139	PCO 130 SCOPE	265.4 days	Tue 10/17/23	Mon 11/4/24	17%
140	140	Demo (Approval Only)	1 day	Tue 10/17/23	Tue 10/17/23	100%
141	141	Earthwork (T&M)	2 days	Mon 12/11/23	Mon 10/14/24	100%
142	142	Concrete (Pending Approval)	10 days	Mon 10/14/24	Mon 10/28/24	0%
143	143	Landscaping (Pending Approval)	5 days	Mon 10/28/24	Mon 11/4/24	0%
144	144	Fencing, Turf, and Irrigation Changes	468.4 days	Tue 1/3/23	Thu 11/7/24	15%
145	145	ASI 015	0 days	Tue 1/3/23	Tue 1/3/23	100%
146	146	PCO 082 (APPROVED)	0 days	Mon 4/24/23	Mon 4/24/23	100%
147	147	PCO 082 SCOPE	3 days	Mon 11/4/24	Thu 11/7/24	15%
148	148	Survey/Layout @ West Area	65 days	Fri 3/3/23	Fri 6/2/23	100%
149	149	Rough Grade @ West Area	111.72 days	Thu 8/10/23	Fri 11/1/24	95%
150	150	Utilities @ West Area	69 days	Fri 7/14/23	Fri 12/22/23	100%
151	151	Base @ West Area	10 days	Mon 7/24/23	Mon 10/21/24	95%
152	152	V1 ASI 010 Turf and Pilaster	409.5 days	Tue 3/28/23	Wed 11/6/24	95%
153	153	PCO 034 Turf and Pilaster (Approved)	239 days	Tue 3/28/23	Thu 3/7/24	100%
154	154	PCO 034 Turf and Pilaster - Scope	12 days	Mon 10/21/24	Wed 11/6/24	0%
155	155	Retaining Wall Modificationa	391 days	Wed 4/19/23	Fri 11/1/24	17%
156	156	Retaining Wall Modificationa (Revised)	1 day	Wed 4/19/23	Wed 4/19/23	100%
157	157	V1 ASI 001.1 Changes (Approved)	1 day	Mon 6/12/23	Mon 6/12/23	100%
158	158	V1 ASI 001.1 Changes - Scope	10 days	Mon 10/21/24	Fri 11/1/24	0%
159	159	Courtyard Pavers	15 days	Wed 10/11/23	Thu 8/22/24	100%

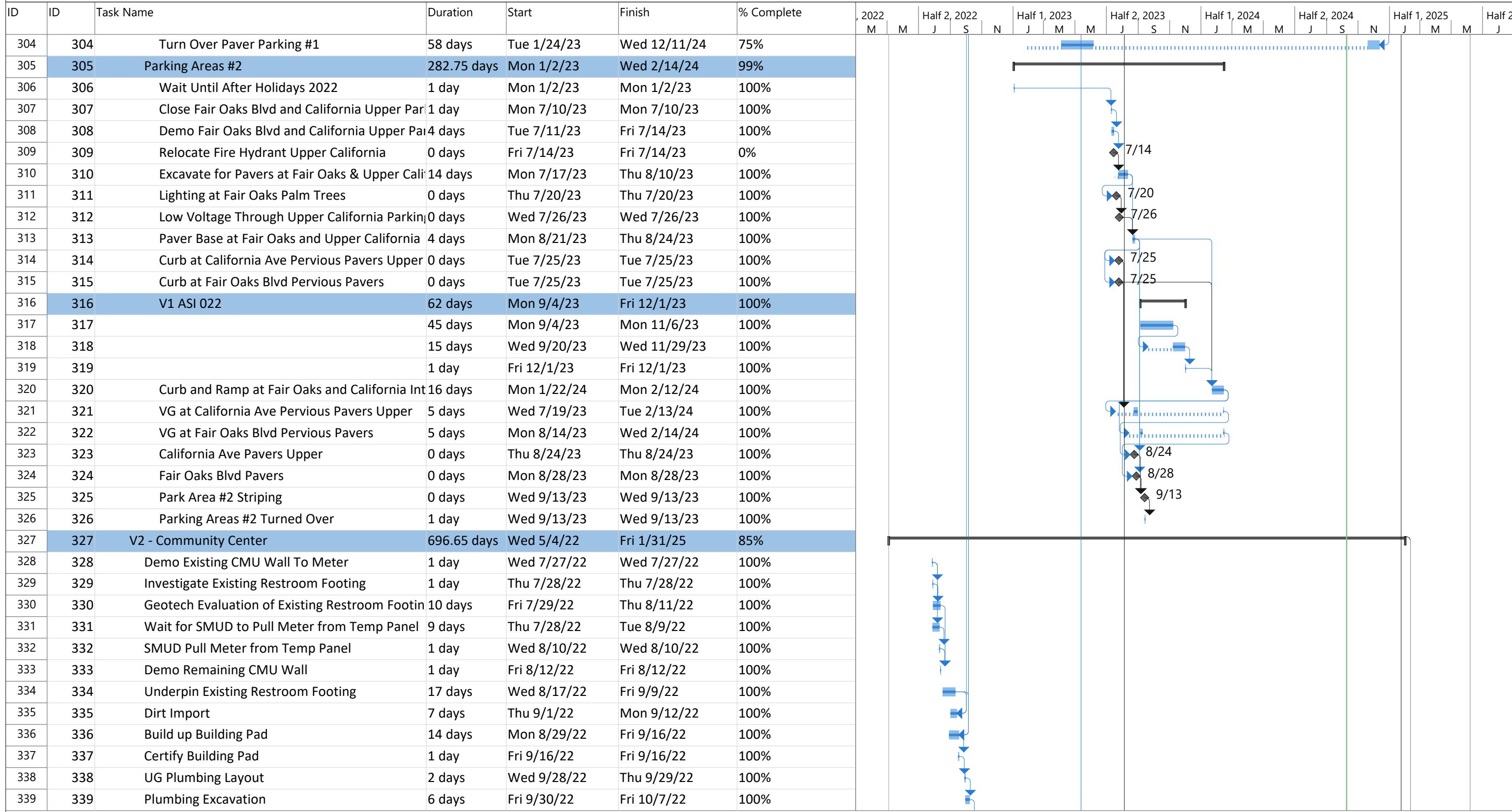


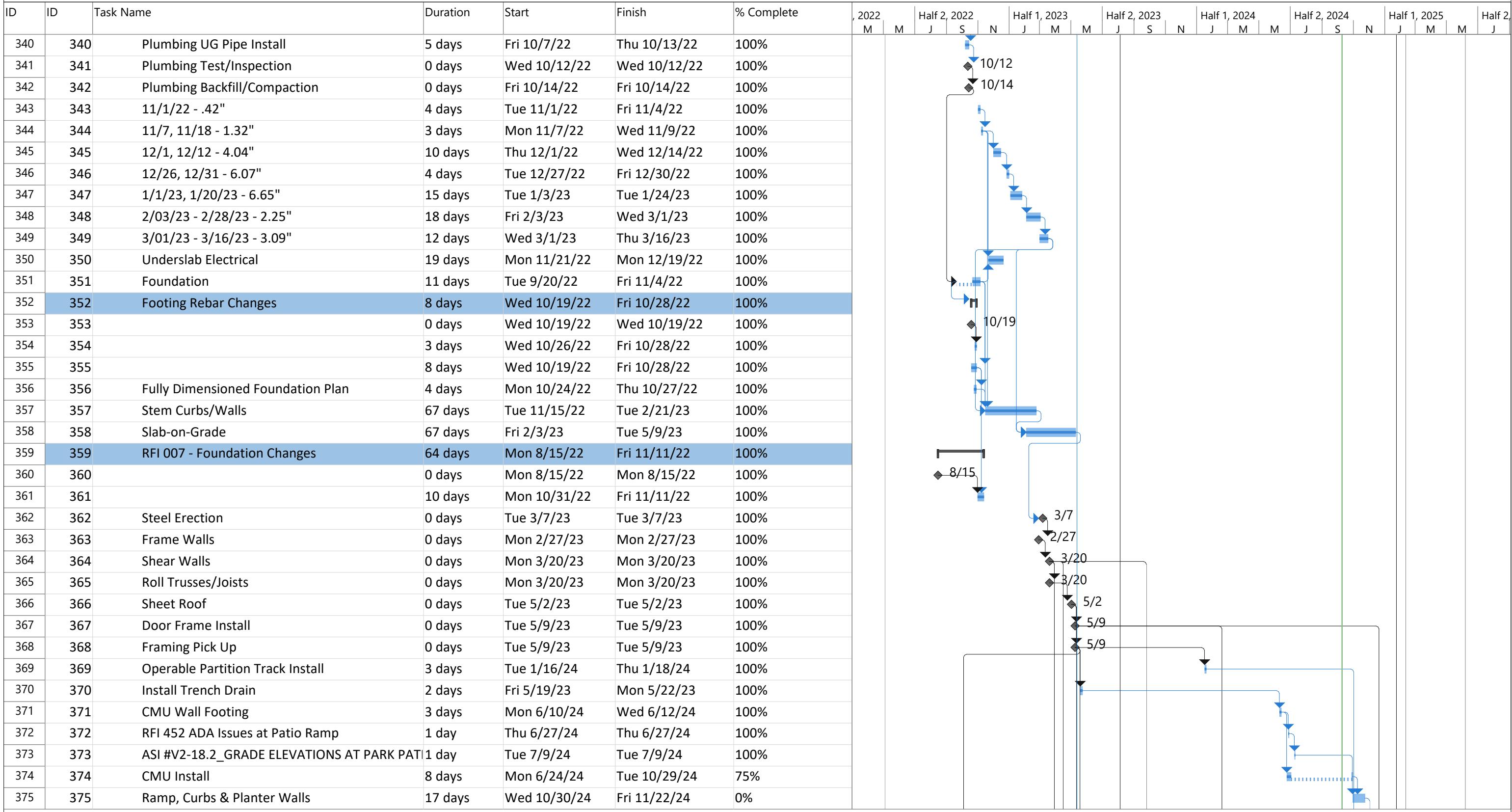


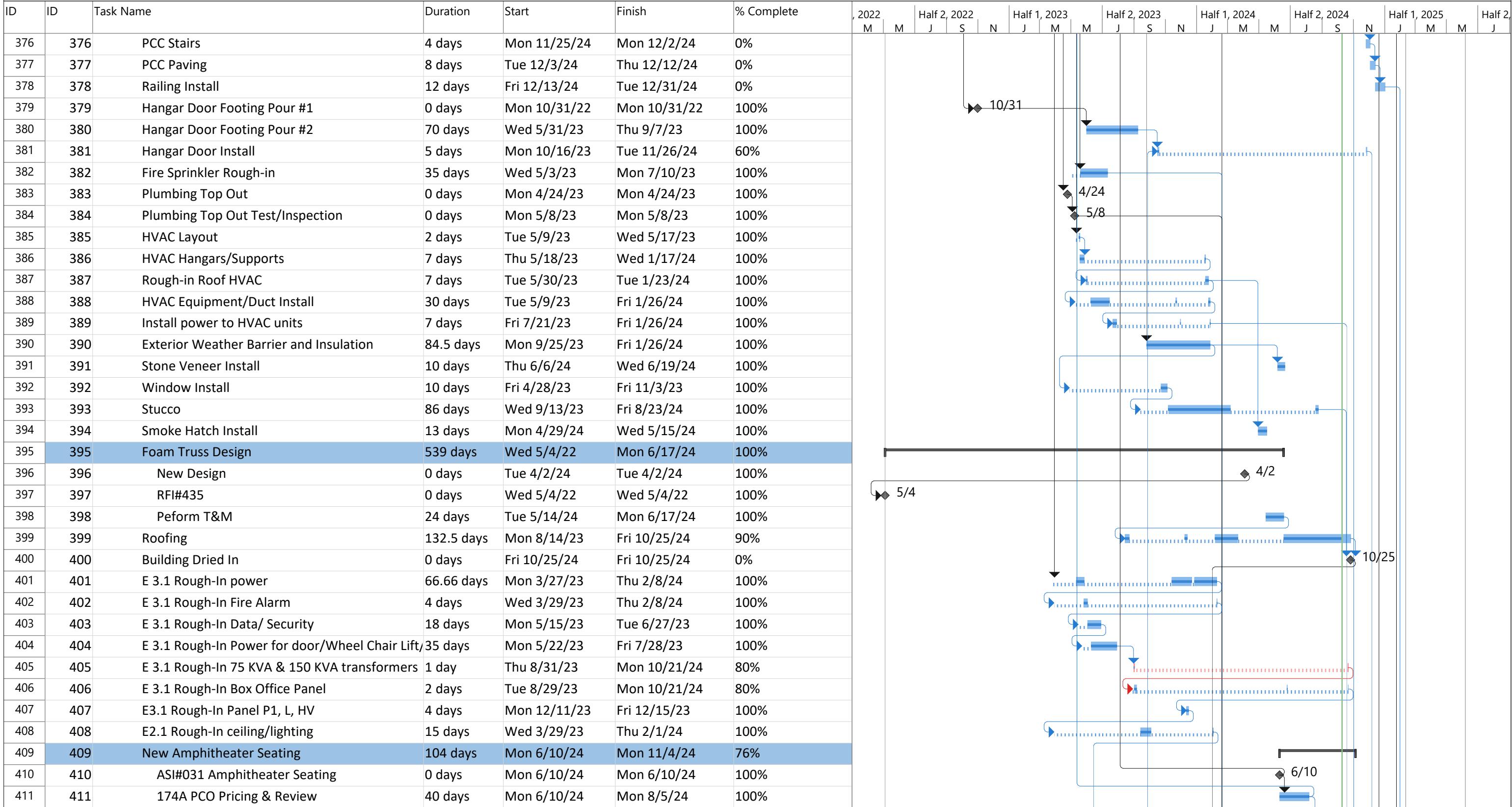










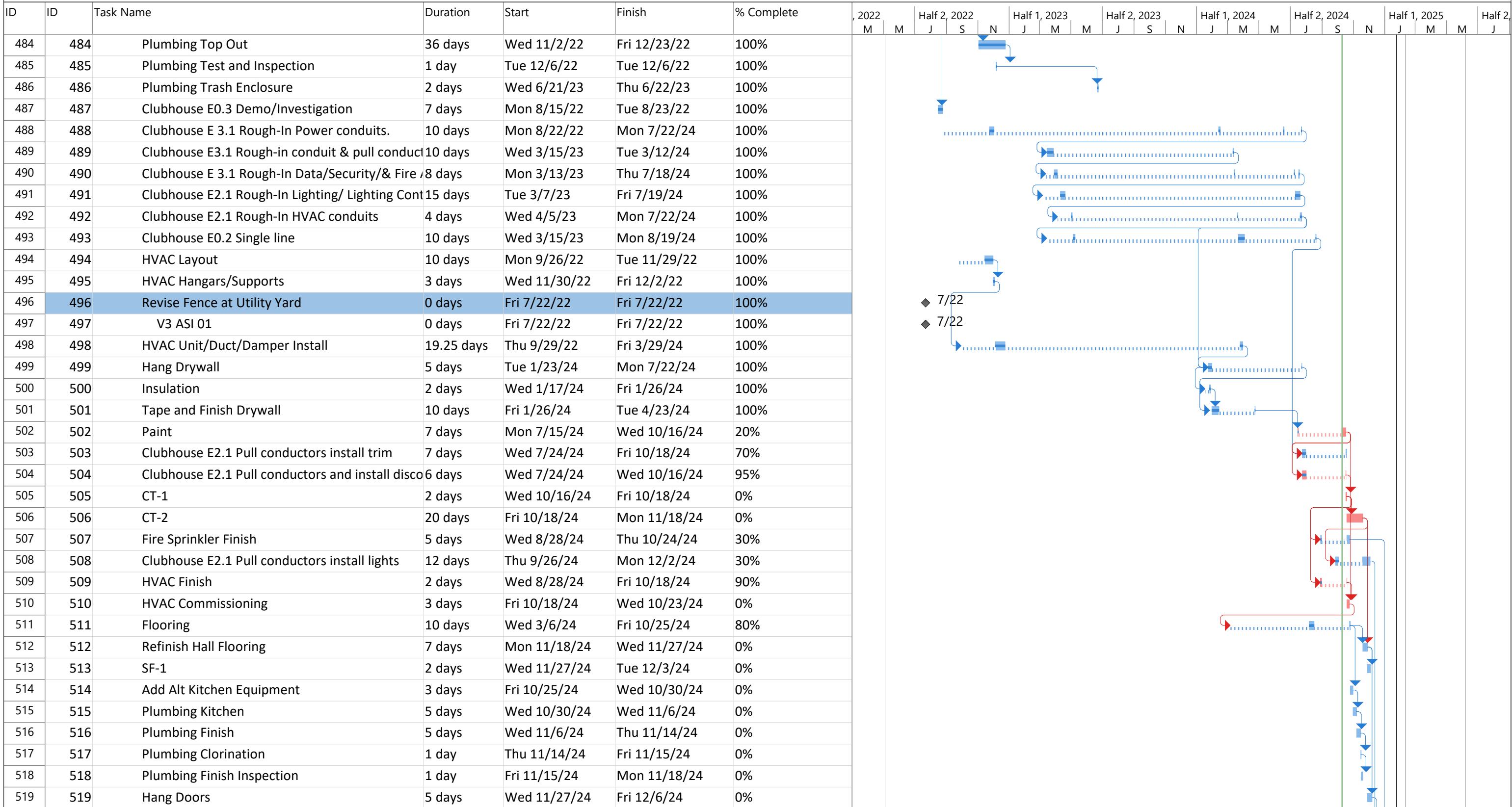


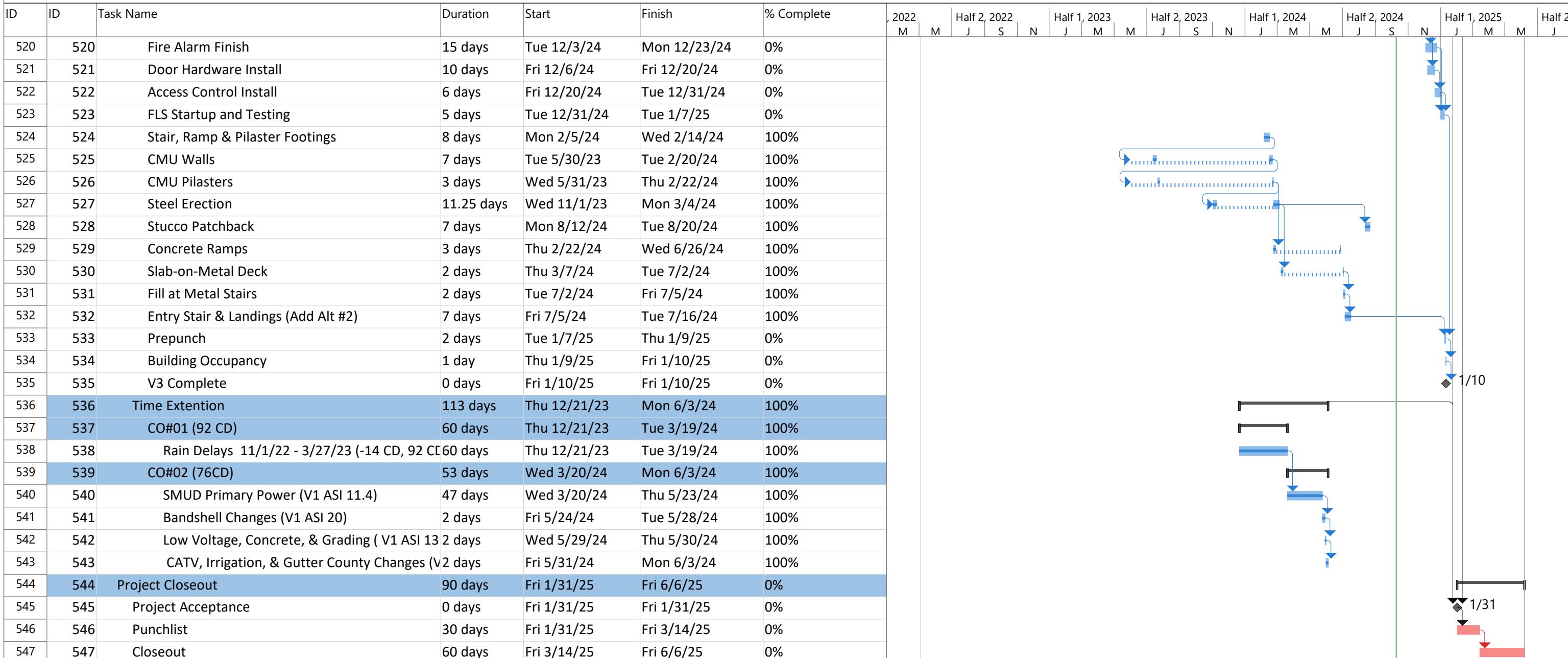


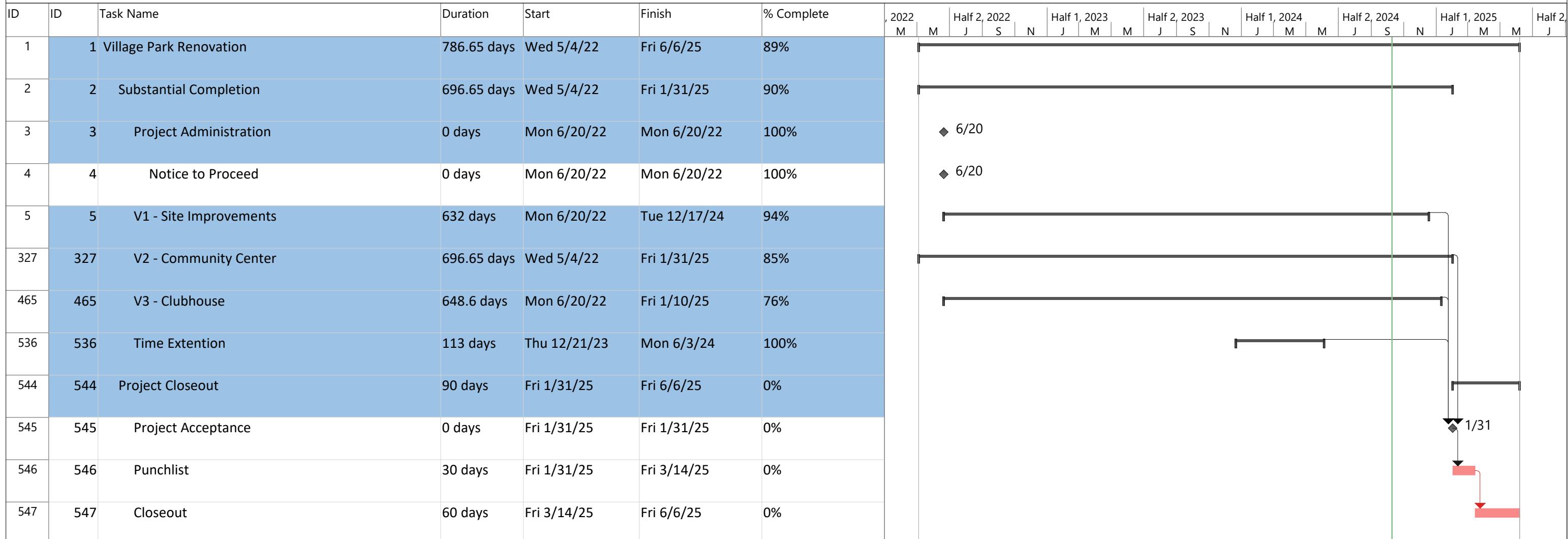
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412	412	Perform Scope	55 days	Sun 8/18/24	Mon 11/4/24	49%																												
413	413	Demo	5 days	Sun 8/18/24	Fri 8/23/24	100%																												
414	414	Sub Grade	5 days	Mon 9/16/24	Fri 9/20/24	100%																												
415	415	Revision V2 ASI 31.2	20 days	Tue 10/1/24	Mon 10/28/24	13%																												
416	416	V2 ASI 31.2	0 days	Tue 10/1/24	Tue 10/1/24	100%																												
417	417	RFI 491	0 days	Tue 10/1/24	Tue 10/1/24	100%																												
418	418	RFI 488	0 days	Tue 10/8/24	Tue 10/8/24	100%																												
419	419	RFI487	0 days	Tue 10/8/24	Tue 10/8/24	100%																												
420	420	Pricing	10 days	Tue 10/8/24	Mon 10/21/24	20%																												
421	421	PCO Review	5 days	Tue 10/22/24	Mon 10/28/24	0%																												
422	422	Trench Drain	5 days	Tue 10/29/24	Mon 11/4/24	0%																												
423	423	AB Install	5 days	Mon 9/30/24	Fri 10/4/24	100%																												
424	424	E2.1 Rough-In Under Seat Lights	4 days	Thu 2/1/24	Fri 11/8/24	10%																												
425	425	E2.1 Rough-In ceiling lighting controls	10 days	Mon 7/3/23	Mon 6/10/24	100%																												
426	426	E3.2 Rough-In power on Production Rigging	15 days	Tue 7/18/23	Wed 7/17/24	100%																												
427	427	Production Rigging/Lighting	67.65 days	Tue 8/8/23	Fri 11/1/24	75%																												
428	428	Inspection Delays (Fire Caulking)	35 days	Fri 12/15/23	Wed 2/7/24	100%																												
429	429	Inspection Narrative Approval	0 days	Fri 12/15/23	Fri 12/15/23	100%																												
430	430	Fire Caulk Building (T&M)	15 days	Mon 12/18/23	Tue 1/9/24	100%																												
431	431	Final County Inspection	19 days	Thu 1/11/24	Wed 2/7/24	100%																												
432	432	Hang Drywall	0 days	Wed 1/17/24	Mon 2/26/24	100%																												
433	433	Insulation	45 days	Tue 1/16/24	Wed 3/27/24	100%																												
434	434	Tape and Finish Drywall	14 days	Tue 2/27/24	Fri 3/15/24	100%																												
435	435	Paint	20 days	Mon 3/18/24	Tue 10/15/24	90%																												
436	436	FRP	2 days	Mon 7/15/24	Tue 7/16/24	100%																												
437	437	Rollup Door Install	7 days	Mon 4/15/24	Tue 4/23/24	100%																												
438	438	Amphitheater pull conductors & install trim	22 days	Wed 6/26/24	Fri 10/18/24	90%																												
439	439	Amphitheater install sub panels	7 days	Fri 9/13/24	Fri 10/18/24	90%																												
440	440	Amphitheater install lighting fixtures	19 days	Mon 5/27/24	Tue 10/22/24	90%																												
441	441	Operable Partition Panel Install	5 days	Fri 11/1/24	Thu 11/21/24	50%																												
442	442	Stage Floor	10 days	Wed 11/27/24	Thu 12/12/24	0%																												
443	443	Paint Stage Floor	5 days	Fri 12/13/24	Thu 12/19/24	0%																												
444	444	ACT-1 Install	4 days	Wed 4/24/24	Thu 10/17/24	60%																												
445	445	ACT-2 Install	15 days	Wed 4/24/24	Fri 10/25/24	60%																												
446	446	Fire Sprinkler Finish	7 days	Fri 9/20/24	Tue 10/1/24	100%																												
447	447	HVAC Set Finish	5 days	Fri 9/20/24	Fri 9/27/24	100%																												



ID	ID	Task Name	Duration	Start	Finish	% Complete	2022	M	Half 2, 2022	J	S	N	Half 1, 2023	J	M	Half 2, 2023	J	S	N	Half 1, 2024	J	M	Half 2, 2024	J	S	N	Half 1, 2025	J	M	Half 2, 2025	J
448	448	HVAC Commissioning	5 days	Fri 10/18/24	Fri 10/25/24	0%																									
449	449	Flooring	15 days	Fri 10/25/24	Mon 11/18/24	0%																									
450	450	Casework Install	5 days	Fri 10/25/24	Tue 11/19/24	95%																									
451	451	Plumbing Finish	6 days	Fri 10/25/24	Mon 11/4/24	100%																									
452	452	Toilet Accessories	5 days	Mon 11/4/24	Tue 11/12/24	30%																									
453	453	AP1,AP2 Install	25 days	Fri 10/25/24	Wed 12/4/24	0%																									
454	454	WP1 Install	12 days	Wed 12/4/24	Fri 12/20/24	0%																									
455	455	Hang Doors	7 days	Fri 12/20/24	Wed 1/1/25	0%																									
456	456	Door Hardware Install	10 days	Wed 1/1/25	Wed 1/15/25	0%																									
457	457	Signage Install	10 days	Wed 1/1/25	Wed 1/15/25	0%																									
458	458	Fire Alarm Install	15 days	Wed 11/27/24	Fri 12/27/24	75%																									
459	459	AV System Install	20 days	Wed 11/27/24	Mon 12/30/24	75%																									
460	460	Access Control Install	15 days	Mon 12/30/24	Tue 1/21/25	75%																									
461	461	FLS Systems Startup/Testing	5 days	Tue 1/21/25	Tue 1/28/25	0%																									
462	462	Prepunch	2 days	Tue 1/28/25	Thu 1/30/25	0%																									
463	463	Building Occupancy	1 day	Thu 1/30/25	Fri 1/31/25	0%																									
464	464	V2 Complete	0 days	Fri 1/31/25	Fri 1/31/25	0%																									
465	465	V3 - Clubhouse	648.6 days	Mon 6/20/22	Fri 1/10/25	76%																									
466	466	Receive/Review Correct Hazmat Report	26 days	Mon 6/20/22	Mon 7/25/22	100%																									
467	467	Demo Exterior Items	5 days	Tue 7/19/22	Mon 7/25/22	100%																									
468	468	Abatement	14 days	Tue 7/26/22	Fri 8/12/22	100%																									
469	469	Interior Demo	4 days	Mon 8/8/22	Thu 8/11/22	100%																									
470	470	PCO 011 Stucco Abatement Review	15 days	Thu 8/11/22	Wed 8/31/22	100%																									
471	471	Stucco Abatement	5 days	Thu 9/1/22	Thu 9/8/22	100%																									
472	472	Demo Stucco Abated Areas	3 days	Fri 9/9/22	Tue 9/13/22	100%																									
473	473	Rough Framing Upper Level Restrooms	6 days	Fri 8/12/22	Fri 8/19/22	100%																									
474	474	Plumbing Layout for Sawcut	1 day	Mon 8/22/22	Mon 8/22/22	100%																									
475	475	Saw and Demo Lower Level Restrooms	1 day	Tue 8/23/22	Tue 8/23/22	100%																									
476	476	Plumbing Excavation	4 days	Wed 8/24/22	Mon 8/29/22	100%																									
477	477	Plumbing UG Install	7 days	Tue 8/30/22	Thu 9/8/22	100%																									
478	478	Plumbing Backfill/Compaction	4 days	Wed 10/26/22	Mon 10/31/22	100%																									
479	479	Slab Pourback Lower Level Restroom	2 days	Thu 11/3/22	Fri 11/4/22	100%																									
480	480	Rough Framing Lower Level	12 days	Mon 11/7/22	Tue 11/22/22	100%																									
481	481	Rough Framing Entry and Storage	2 days	Mon 9/26/22	Tue 9/27/22	100%																									
482	482	Set Door Frames	16 days	Tue 3/14/23	Tue 4/4/23	100%																									
483	483	Fire Sprinkler Rough-In	2 days	Tue 12/13/22	Wed 12/14/22	100%																									







## **ALLOWANCE EXPENDITURE DIRECTIVE FORM**

Fair Oaks Recreation & Park District  
4150 Temescal Street  
Fair Oaks, CA 95628

**ALLOWANCE  
EXPENDITURE  
DIRECTIVE NO.:**

048-V1

## **ALLOWANCE EXPENDITURE DIRECTIVE**

**Project:** Village Park Renovation

**Date:** 09/18/24

**Bid No.:** BP 21-103

The following parties agree to the terms of this Allowance Expenditure Directive ("AED"):

**Owner Name, Address, Telephone:**

**Fair Oaks Recreation & Park District**  
**4150 Temescal Street**  
**Fair Oaks, CA 95628**  
**(916) 966-1036**

**Contractor Name, Address, Telephone:**

**Bobo Construction, Inc.**  
**9722 Kent Street**  
**Elk Grove, CA 95624**  
**(916) 383-7777**

<b>Reference</b>	<b>Description</b>	<b>Allowance Authorized for Expenditure</b>
PCO 168.2 Requested by: Performed by: Reason:	Various Soft Spot Excavations Owner Contractor Various soft spots detected by MPE	\$28,670.00

Total Contract Allowance Amount:	\$1,800,000.00
Amount of Previously Approved Allowance Expenditure Directive(s):	\$1,558,517.00
Amount of this Allowance Expenditure Directive:	\$28,670.00

The undersigned Contractor approves the foregoing release of allowance for completion of each specified item, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein ("Work"). Submission of sums which have no basis in fact or which Contractor knows are false are at the sole risk of Contractor and may be a violation of the False Claims Act set forth under Government Code section 12650, et seq.

This Allowance Expenditure Directive must be signed by an authorized District representative.

It is expressly understood that the authorized allowance expenditure granted herein represent a full accord and satisfaction for any and all cost impacts of the items herein, and Contractor waives any and all further compensation based on the items herein. The value of the extra work or changes expressly includes any and all of the Contractor's costs and expenses, and its subcontractors, both direct and indirect. Any costs, expenses, or damages not included are deemed waived.

**Signatures:**

<b>DISTRICT:</b>  FAIR OAKS RECREATION & PARK DISTRICT  Date: <u>10/2/24</u>  By: <u>Michael J. Aho</u>  <u>Michael J. Aho-District Administrator</u> [Print Name and Title here]	<b>CONTRACTOR:</b>  Bobo Construction, Inc.  Date: <u>9/28/24</u>  By:  <u>Juan Barraga P.M.</u> [Print Name and Title here]
<b>ARCHITECT: WMB</b>  WMB Architects: Tim Mattheis  Date: _____  By: _____  [Print Name and Title here]	<b>LANDSCAPE ARCHITECT: CALA</b>  Melissa Ruth  Date: <u>10/2/24</u>  By:  <u>Melissa Ruth, Principal</u> [Print Name and Title here]

END OF DOCUMENT



*Sol Rivas*  
9/13/24

PCO #168.2

Bobo Construction Inc.  
9722 Kent Street  
Elk Grove, California 95624  
Phone: (916) 383-7777

Project: 3258 - Village Park Renovations Project  
7997 California Ave  
Fair Oaks, California 95628

## Prime Contract Potential Change Order #168: Various Soft Spot Excavations (MPE Direction)

TO:	Fair Oaks Recreation and Parks District 4150 Temescal Street Fair Oaks, California 95628	FROM:	Bobo Construction, Inc. 9722 Kent Street Suite A Elk Grove, California 95624
PCO NUMBER/REVISION:	168 / 1	CONTRACT:	BP#21-103 - Village Park Prime Contract
REQUEST RECEIVED FROM:		CREATED BY:	Juan Barraza (Bobo Construction, Inc.)
STATUS:	Pending - In Review	CREATED DATE:	2/29/2024
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No	ACCOUNTING METHOD:	Amount Based
LOCATION:		PAID IN FULL:	No
SCHEDULE IMPACT:	5 days	SIGNED CHANGE ORDER RECEIVED DATE:	
EXECUTED:	No	TOTAL AMOUNT:	<del>\$20,640.00</del> 28,669.59

POTENTIAL CHANGE ORDER TITLE: Various Soft Spot Excavations (MPE Direction)

CHANGE REASON: Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)**

CE #203 - Various Soft Spot Excavations (MPE Direction)  
7/28/23 - Soft Spot California Paver Parking (MPE Inspections)  
7/31/23 - Backfill Soft Spot California (MPE Inspections)  
8/01/23 - Soft Spot California Paver Parking (MPE Inspections)  
8/23/23 - Soft Spot California Turf in Pavers (MPE Inspections)

**ATTACHMENTS:**

[RCO 20 - CPI T&M.pdf](#)

#	Budget Code	Description	Amount
1	2-302.S Earthwork.Commitment	RCO 20 T&M 7/28/23 - 8/23/24	<del>\$27,063.54</del> 26,739.34
2	1-16.L Foreman.Labor	Jason Winnie 7/28/23 - 8/23/24 6 hrs x \$85.96	\$515.76
			<b>Subtotal:</b> <del>\$28,179.30</del> 27,255.10
Bobo Self Perform Markup ( ≈ 15.03% Applies to Labor, Rental Equipment, Materials, Burden, and Owned Equipment.):			\$77.52
Bobo Sub Markup (5.00% Applies to Commitment, Professional Services, and Other.):			<del>\$1,389.48</del> 1,336.97
			<b>Grand Total:</b> <del>\$29,640.00</del> 28,669.59

Tim Mattheis (WMB Architects Inc)  
2000 L Street, Suite 125  
Sacramento, California 95811

Fair Oaks Recreation and Parks District  
4150 Temescal Street  
Fair Oaks, California 95628

Bobo Construction, Inc.  
9722 Kent Street Suite A  
Elk Grove, California 95624

SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE
-----------	------	-----------	------	-----------	------

### T & M WAGE CHART

Date: 07/06/2022

School/Project: Village Park Renovation

General Contractor: Bobo Construction, Inc.

#### Prevailing Wage Rate Calculation

Date:

Fringes Benefits (does not increase for OT Rates)

Burden (Employer Payments)

No	Trade / Craft	Basic Hourly Rate	Health & Welfare	Pension	Vacation / Holiday	Other Payments	Subtotal (Fringes)	Training	Subtotal Straight / OT Hourly Rate	FICA	SDI	Workman Comp.	UI	FUTA	Total Burden	Total Hourly Rate	Profit	Total Billable	Comments	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1	Laborer	\$34.80	\$9.30	\$13.36	\$3.05	\$0.28	\$25.99	\$0.50	\$61.29	\$4.69	\$0.78	\$3.68	\$3.80	\$0.49	\$13.44	\$74.73				
2	Carpenter	\$51.22	\$12.10	\$11.10	\$5.24	\$2.94	\$31.38	\$1.13	\$83.73	\$6.41	\$1.07	\$5.02	\$5.19	\$0.67	\$18.36	\$102.09				
3	Foreman	\$60.50	\$5.00	\$2.00	\$3.00	\$0.00	\$10.00	\$0.00	\$70.50	\$5.39	\$0.90	\$4.23	\$4.37	\$0.56	\$15.46	\$85.96				
4	Laborer Foreman	\$44.80	\$9.30	\$13.36	\$3.05	\$0.28	\$25.99	\$0.50	\$71.29	\$5.45	\$0.91	\$4.28	\$4.42	\$0.57	\$15.63	\$86.92				
5		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
6		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				

#### Notes:

I Insert Contractor's basic hourly rate, health & welfare, pension, vacation/holiday and other payments in columns "D" to "H", then add training to column "J". Subtotal straight and overtime hourly rates will be calculated at column "K" which includes "Fringes Benefits". Please note that ONLY basic hourly rates will change for overtime and all other "Fringe Benefits" remain the same as straight hourly rates.

II Insert Contractor's workman compensation rate at lower section of columns "N" where shows "0.00%" for each contractor/trade. Total hourly rate including "Fringes Benefits" and all "Burdens" will be calculated at column "R". Since "Burdens" are percentages of the "subtotal straight/OT hourly rates" they will increase for overtime rates and will be calculated automatically by the spreadsheet.

--



**B&M Builders, Inc.**  
**11330 Sunrise Park Drive, Ste. C**  
**Rancho Cordova, CA 95742**  
**Phone: (916) 638-8626**  
**Fax: (916) 352-6944**  
**Lic. No. 861848 A, B, C-8, C-10, C-12, C-20, C-27, C-31**

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## Request for Change Order # 20

September 25, 2023  
**Bobo Construction, Inc.**  
Attn: Travis Nicholas  
Project Name: Village Park Renovations  
B&M Job #22-117

### Request for Change Order

Dear Mr. Nicholas:

This proposed Request for Change Order is submitted pursuant to the Agreement between B&M Builders, Inc. and Bobo Construction, Inc.

B&M Builders, Inc. proposes to furnish all labor, equipment, and materials necessary to complete the scope of the work described below on a lump sum basis.

Scope: Civil Pacific, Inc. performed T&M work on 7/28/2023, 7/31/2023, 8/1/2023, 8/23/2023

- Civil Pacific, Inc. COR #26 for T&M 7/28, 7/31, 8/1 - ~~\$20,473.39~~ **19,593.21**
- Civil Pacific, Inc. COR #27 for T&M 8/23 - \$5,872.83
- B&M 5% Markup - ~~\$1,317.32~~ **1,273.30**

Total of RCO 20: ~~\$27,663.54~~ **26,739.34**

**26,739.34**

This proposal is in addition to the sum of the contract in the amount of **[\$27,663.54]**. An extension of [4] working days to our contract time is required to perform this additional work.

This Request for Change Order only covers costs incurred by the Contractor in performing the work which is the subject hereof. We accordingly, reserve our rights to make claim for the extra cost and the extension of time associated with the delays to the Work and Job inefficiencies created by this Request for Change Order and its accumulative affect with other Change Orders and directives as can best be determined.

Approved and Authorized by:

---

(Signature)

---

(Print Name)

---

(Date)

# VILLAGE PARK RENEVATION COR # 26 PARKING

**CIVIL PACIFIC, INC.**  
 GENERAL ENGINEERING & UTILITY  
 A MERIT COMPANY  
 CSLB # 1021677

## PAVER 3' OVER EX

**CIVIL PACIFIC INC.**

8628 ELDER CREEK RD BLDG 200

SACRAMENTO, CA. 95828

Contact: LOREN BEEBE

Phone: 916-719-8203

Email: LOREN@CIVILPACIFICINC.COM

<u>Quote To:</u>	B&M BUILDERS INC	<u>Proposal Date:</u>	08/28/2023
<u>Attention:</u>	AUSTIN O' CONNELL	<u>Date of ASI:</u>	N/A
<u>Address:</u>	11330 SUNRISE PARK DRIVE	<u>Addendums:</u>	
<u>City, State, Zip</u>	RANCHO CORDOVA, CA.	<u>CSLB #:</u>	1021677
<u>Phone:</u>		<u>DIR #:</u>	1000055044
<u>Email:</u>		<u>MSBE#:</u>	2017550

PREVAILING WAGE PROJECT

6390.75 + 639.07MU

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100	WORK PERFORMED 7/28/2023	1.00	LS	6,061.37	6,061.37
200	WORK PERFORMED 7/31/2023	1.00	LS	6,502.02	6,502.02
300	WORK PERFORMED 8/01/2023	1.00	LS	7,910.00	7,910.00
<b>GRAND TOTAL</b>				<b>19,593.21</b>	<b>\$20,473.39</b>

**NOTES:**

OVER EXCAVATE 3" DEEP AT PAVER PARKING ALONG CALIFORNIA AS DIRECTED.

PROCESS MATERIALS AND SEPERATE ORGANICS, PLACE SUITABLE MATERIALS IN COMPACTED LIFTS.

LOAD & HAUL OFF UNSUITABLE ORGANIC MATERIALS.

**Bid Summary Totals Report**

**Standard Markup Instructions**

	<b>Cost Basis</b>	<b>Markup %</b>	<b>Markup</b>
Labor:	5,406	10.00	541
Burden:	1,348	10.00	135
Perm Matl:	0	10.00	0
Const Matl:	727	10.00	73
Sub:	3,360	10.00	336
Eq. Op. Exp:	0	10.00	0
Co. Equip:	3,449	10.00	345
Rented Eq.:	4,322	10.00	432
Overrides:	0		0
Total:	18,612	10.00	1,861

Selected Bond Table: 1

**Previous Run**

Summary: 08/28/2023 2:41 PM  
Spread: 08/28/2023 2:41 PM

Summary run on Takeoff Quan and Adjusted to Bid Quan.

**Standard Spreads**

Indirect Spread: Total  
Markup Spread: Total  
Addon/Bond Spread: Total

**Totals as of Last Spread**

	<b>Cost:</b>	<b>Markup:</b>	<b>Total:</b>
Direct:	18,612	1,861	20,473
Indirect:	0	0	0
Addons:	0	0	0
Bond:	0		0
Total:	18,612	1,861	20,473

**Key Indicators**

Balanced Markup	/	Total Labor	=	Balanced Markup/Total Labor
1,861.21	/	6,754.00	=	27.56%
Indirect Cost	/	Direct Cost	=	Indirect Cost/Direct Cost
0.00	/	18,612.18	=	0.00%

# Cost Report

Civil Pacific, Inc.

VPCOR26

VILLAGE PARK COR 26

Page 1 of 3

08/28/2023 2:44 PM

## Biditem

**100**

### WORK PERFORMED 7/28/2023

Takeoff Qty: 1.000 LS

Bid Qty: 1.000 LS

	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
U. Cost	2,110.99	519.76	2,630.75	2,879.59	0.00	0.00	0.00	5,510.34
Total	2,110.99	519.76	2,630.75	2,879.59	0.00	0.00	0.00	5,510.34
	Manhours	Unit/MH	MH/Unit	\$/MH	Base Labor/MH	Total Labor/MH	Unit/CH	
	28.0000	0.0357	28.0000	196.7979	75.3925	93.9554	0.0000	

Activity: 010	OVER EX 3', PROCESS, PLACE & COMPACT				Quantity: 1	Unit: LS		
	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
U. Cost	2,110.99	519.76	2,630.75	2,879.59	0.00	0.00	0.00	5,510.34
Total	2,110.99	519.76	2,630.75	2,879.59	0.00	0.00	0.00	5,510.34
	Manhours	Unit/MH	MH/Unit		Total Labor/MH		Base Labor/Unit	
	28.0000	0.0357	28.0000		93.9554		2,110.9900	

Calendar: 40	STANDARD CALENDAR	Hrs/Shift: 8	WC:	TX0001	Street/Road Construction
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Resource	Description	Pcs/Wste	Quantity	Unit	Unit Cost	Tax/OT %	Actual UC	Total
8B10001	SKID STEER TRACK LOADER	1.00	7.00	HR	46.87	107.75	50.50	353.52
8B10002	JD 210 SKIP GRADE LOADER	1.00	7.00	HR	55.71	100.00	55.71	389.97
8C10004	318 CAT EXCAVATOR	1.00	7.00	HR	94.97	107.75	102.33	716.31
8E10002	66" SHEEPSFOOT COMPACTOR	1.00	7.00	HR	74.94	107.75	80.75	565.23
8F10001	48" GRADE ROLLER	1.00	7.00	HR	56.08	100.00	56.08	392.56
8K10003	F450 UTILITY TRUCK	1.00	7.00	HR	42.00	100.00	42.00	294.00
8M10002	300 GAL WATER TRAILER	1.00	7.00	HR	24.00	100.00	24.00	168.00
LR10100	GENERAL LABORER	1.00	7.00	MH	60.79	100.00	72.28	505.97
OP10100	FOREMAN	1.00	7.00	MH	79.94	100.00	103.44	724.10
OP10102	EXCAVATOR OPERATOR	1.00	7.00	MH	79.94	100.00	103.44	724.10
OP10202	COMPACTOR OPERATOR	1.00	7.00	MH	80.90	100.00	96.65	676.58

## Biditem

**200**

### WORK PERFORMED 7/31/2023

Takeoff Qty: 1.000 LS

Bid Qty: 1.000 LS

	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
U. Cost	2,088.96	531.01	2,619.97	3,290.96	0.00	0.00	0.00	5,910.93
Total	2,088.96	531.01	2,619.97	3,290.96	0.00	0.00	0.00	5,910.93
	Manhours	Unit/MH	MH/Unit	\$/MH	Base Labor/MH	Total Labor/MH	Unit/CH	
	28.0000	0.0357	28.0000	211.1046	74.6057	93.5704	0.0000	

Activity: 010	OVER EX 3', PROCESS, PLACE & COMPACT				(Unreviewed)	Quantity: 1	Unit: LS	
	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
U. Cost	2,088.96	531.01	2,619.97	3,290.96	0.00	0.00	0.00	5,910.93
Total	2,088.96	531.01	2,619.97	3,290.96	0.00	0.00	0.00	5,910.93
	Manhours	Unit/MH	MH/Unit		Total Labor/MH		Base Labor/Unit	
	28.0000	0.0357	28.0000		93.5704		2,088.9600	

Calendar: 40	STANDARD CALENDAR	Hrs/Shift: 8	WC:	TX0001	Street/Road Construction
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Resource	Description	Pcs/Wste	Quantity	Unit	Unit Cost	Tax/OT %	Actual UC	Total
8B10001	SKID STEER TRACK LOADER	1.00	8.00	HR	46.87	107.75	50.50	404.02

8B10002	JD 210 SKIP GRADE LOADER	1.00	8.00	HR		55.71	100.00	55.71	445.68
8C10004	318 CAT EXCAVATOR	1.00	8.00	HR		94.97	107.75	102.33	818.64
8E10002	66" SHEEPSFOOT COMPACTOR	1.00	8.00	HR		74.94	107.75	80.75	645.98
8F10001	48" GRADE ROLLER	1.00	8.00	HR		56.08	100.00	56.08	448.64
8K10003	F450 UTILITY TRUCK	1.00	8.00	HR		42.00	100.00	42.00	336.00
8M10002	300 GAL WATER TRAILER	1.00	8.00	HR		24.00	100.00	24.00	192.00
LR10100	GENERAL LABORER	1.00	8.00	MH		60.79	100.00	72.28	578.25
OP10100	FOREMAN	1.00	8.00	MH		79.94	100.00	103.44	827.55
OP10102	EXCAVATOR OPERATOR	1.00	8.00	MH		79.94	100.00	103.44	827.55
OP10202	COMPACTOR OPERATOR	1.00	4.00	MH		80.90	100.00	96.66	386.62

**BidItem****WORK PERFORMED 8/01/2023****300**

Takeoff Qty: 1.000 LS

Bid Qty: 1.000 LS

	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
U. Cost	1,206.28	297.00	1,503.28	1,600.32	0.00	727.31	3,360.00	7,190.91
Total	1,206.28	297.00	1,503.28	1,600.32	0.00	727.31	3,360.00	7,190.91
	Manhours	Unit/MH	MH/Unit	\$/MH	Base Labor/MH	Total Labor/MH	Unit/CH	
	16.0000	0.0625	16.0000	449.4319	75.3925	93.9550	0.0000	

Activity: 010	LOAD OUT WET USUITABLE ORGANIC MATERIALS FROM CALIFORNIA PARK PAVER OVEREX				(Unreviewed)	Quantity: 1	Unit: LS
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	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
U. Cost	1,206.28	297.00	1,503.28	1,600.32	0.00	727.31	3,360.00	7,190.91
Total	1,206.28	297.00	1,503.28	1,600.32	0.00	727.31	3,360.00	7,190.91
	Manhours	Unit/MH	MH/Unit		Total Labor/MH		Base Labor/Unit	
	16.0000	0.0625	16.0000		93.9550		1,206.2800	

Calendar: 40 STANDARD CALENDAR Hrs/Shift: 8 WC: TX0001 Street/Road Construction

Resource	Description	Pcs/Wste	Quantity	Unit	Unit Cost	Tax/OT %	Actual UC	Total
3A100008	DIRTY DUMP FEES	1.00	9.00	LD	75.00	107.75	80.81	727.31
4A100001	SUPER DUMP SUB	1.00	24.00	HR	140.00	100.00	140.00	3,360.00
8B10002	JD 210 SKIP GRADE LOADER	1.00	8.00	HR 4 Hrs	55.71	100.00	55.71	445.68 222.84
8C10004	318 CAT EXCAVATOR	1.00	8.00	HR 4 Hrs	94.97	107.75	102.33	818.64 409.32
8K10003	F450 UTILITY TRUCK	1.00	8.00	HR 4 Hrs	42.00	100.00	42.00	336.00 168
LR10100	GENERAL LABORER	1.00	4.00	MH	60.79	100.00	72.28	289.12
OP10100	FOREMAN	1.00	4.00	MH	79.94	100.00	103.44	413.77
OP10102	EXCAVATOR OPERATOR	1.00	4.00	MH	79.94	100.00	103.44	413.77
OP10202	COMPACTOR OPERATOR	1.00	4.00	MH	80.90	100.00	96.66	386.62

**Report Summary**

	Base Labor	Burden	Total Labor	Equipment	Perm Mats	Const Mats	Sub	Total
Total	5,406	1,348	6,754	7,771	0	727	3,360	18,612

**Job Notes**Estimate created on: 11/30/2020 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\DEMOMAST\*\*\*\*\*Estimate created on: 09/27/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\CPIMASTER20\*\*\*\*\*Estimate created on: 10/20/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VPCOR5\*\*\*\*\*Estimate created on: 11/03/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VILLAGECOR6

\*\*\*\*\*Estimate created on: 12/16/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\BBVPAS16

\*\*\*\*\*Estimate created on: 08/28/2023 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VILLAGECOR9

**Calendars Used In Estimate**

40

STANDARD CALENDAR

# DAILY EXTRA WORK REPORT

Bid Package: #

Report No: \_\_\_\_\_ of \_\_\_\_\_

Project: VILLAGE PARK

PCO No:

Contractor: BOBO CONSTRUCTION INC.

Date work performed: 7-28-23

Superintendent: JOHN SCHMITZ

DSA App #:

Description of Work in Progress: (Include Bldg./Area) OVER. EX SECTION @ PALER PARKING ON CALIFORNIA, 10'X40' 3'DEEP. DUG TO HARD PAN. PROCESS & WATER DIRT TO START BACK FILL IN 1' + 10" LIFTS.

## MPE FIELD REPORT

**Personnel:**

Name	Craft/Classification	Hours	Pay Rate	Total
Tim Visser	FURMAN	8 7		
Roberto Lopez	LABOR	8 7		
Jason Phillips	OPERATOR	8 7		
Ryan Sants	OPERATOR	8 7		
Jason Winnie	FURMAN BOB	2		

Equipment: By Type, Number and Hours (Invoice is mandatory with reconciliation)

WATER BUFFALO

PC 138 EX. Skiploader, PAD Foot Roller, Smooth Roller, SKID STEER

Materials: By Type, Units (Invoice is mandatory with reconciliation)

Signature John Schmitz Date 7/28/23 Check Box if Final T & M

(Contractor)

Acknowledgment Kirk Huddleston

Date

7-28-23

(Inspector, CM, T & M Monitor)

**Note: IOR, CM or T&M Monitor must sign on the day that the work is being performed or Contractor will forfeit payment.**

Confidential Copy

# CIVIL PACIFIC

## GENERAL ENGINEERING & UTILITY

A MERIT COMPANY

Project Name:	Village Park	Report Date:	7/28/23
Job #	220614	Date Performed:	7/28/23
Reference #:		COR Ref #:	

### EXTRA WORK DESCRIPTION

Over ex section @ paved parking on California BLVD

ex 3' down from sub grade to hard pan process dirt w/  
water for back fill. added a 1'-18" lift + compacted.  
cut keyway for support

### LABOR

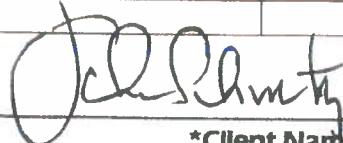
Name	Class	ST	OT	Description	Ref #	Hours
Tim Visser	EM	7		PC 138 excavator		8
Ryan Sculz	OP	7		pud fast roller		8
Roberto Lopez	LA	7		Skid steer		8
Jason Phillips	OP	7		skip/loader		8
				water Buffalo		8
				smooth drum roller		8
				Tool truck		8

### MATERIAL

Vendor	Description	Qty	Unit	Vendor	Description	Qty	Unit

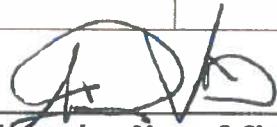
### SUBCONTRACTOR (Includes Trucking & Mob)

Vendor/PO	Invoice #	Qty	Unit	Vendor/PO	Invoice #	Qty	Unit



\*Client Name & Signature

(\*To confirm Labor, Equipment & Material used only)



Supervisor Name & Signature

Verify time Only

# DAILY EXTRA WORK REPORT

Bid Package: #

Report No: \_\_\_\_\_ of \_\_\_\_\_

Project: VILLAGE PARK

PCO No:

Contractor: BOBO CONSTRUCTION INC.

Date work performed: 7-31-23

Superintendent:

DSA App #: \_\_\_\_\_

Description of Work in Progress: (Include Bldg./Area)

PROCESS DIRT WITH WATER TO GAIN OPTIMAL  
COMPACTION. MOVE DIRT TO FULL & COMPACT.

## PIPE FIELD REPORT: COMPACTION TESTING PASS

Personnel:

Name

Craft/Classification

Hours

Pay Rate

Total

TIM VISSER

FOREMAN

8

ROBERT LOPEZ

LABOR

8

JASON PHILLIPS

OPERATOR

8

REY RYAN SANTS

OPERATOR

1400

JASON WILMIE

FIELD BLDG.

2

Equipment: By Type, Number and Hours (Invoice is mandatory with reconciliation)

PC 138, SKIP LOADER, PAID FOOT ROLLER, SMOOTH ROLLER, SKIP STACK, WATER BUFFALO

Materials: By Type, Units (Invoice is mandatory with reconciliation)

Signature

John Schmit

Date

7-31-23

Check Box if

(Contractor)

Final T & M

Acknowledgment

Paul Hansen

Date

7-31-23

(Inspector, CM, T & M Monitor)

Note: IOR, CM or T&M Monitor must sign on the day that the work is being performed or Contractor will forfeit payment.

Contractors Only

# CIVIL PACIFIC

## GENERAL ENGINEERING & UTILITY

A MERIT COMPANY

Project Name:	Village Park	Report Date:	7/31/23
Job #	220614	Date Performed:	7/31/23
Reference #:		COR Ref #:	

### EXTRA WORK DESCRIPTION

Process dirt w/ water to gain optimal compaction  
 removed dirt to fill and compact  
 first lift passed compaction test

LABOR				EQUIPMENT		
Name	Class	ST	OT	Description	Ref #	Hours
Tim Visser	EM	8		PC 138 ex		8
Roberto Lopez	LA	8		Skiploader		8
Jason Phillips	OP	8		Pud flat Balter		8
Ryan Sants	OP	4hr		Smooth Roller		0
				Skid steer		8
				Tool truck		8
				Water pump		8

MATERIAL				MATERIAL			
Vendor	Description	Qty	Unit	Vendor	Description	Qty	Unit

### SUBCONTRACTOR (Includes Trucking & Mob)

Vendor/PO	Invoice #	Qty	Unit	Vendor/PO	Invoice #	Qty	Unit

\*Client Name & Signature

(\*To confirm Labor, Equipment & Material used only)

Supervisor Name & Signature

# DAILY EXTRA WORK REPORT

Bid Package: #

Report No: \_\_\_\_\_ of \_\_\_\_\_

Project: VILLAGE PARK

PCO No:

Contractor: CIVIL PACIFIC

Date work performed: 8-1-23

Superintendent: John Schmitz

DSA App #:

Description of Work in Progress: (Include Bldg./Area) EXPORT SOIL & ORGANICS FROM OVER EX PAVER SECTION AT CALIFORNIA BLVD. MOVE ON SITE TO DIRECT. DIG OUT A 10'X40'X3' AREA OF PHD SOIL

#### **Personnel:**

Name	Craft/Classification	Hours	Pay Rate	Total
TIM VISSER	FOREMAN	4		
RYAN SAVS	OPERATOR	4		
Roberts Lopez	LABOR	4		
JASON WINNIE (BUBO)	FOREMAN	1		
JASON PHILLIPS	LABOR	4		

Equipment: By Type, Number and Hours (Invoice is mandatory with reconciliation)

Materials: By Type, Units (Invoice is mandatory with reconciliation)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Check Box if  
Final T & M**

Acknowledgment *First Name* Date *8-1-23*

(Inspector CM, T & M Monitor)

**Note: IOR, CM or T&M Monitor must sign on the day that the work is being performed or Contractor will forfeit payment.**

White Copy - Construction Manager

### Yellow Copy – Contractor

Pink Copy - Inspector of Record

# CIVIL PACIFIC

## GENERAL ENGINEERING & UTILITY

A MERIT COMPANY

Project Name:	Village Park	Report Date:	8/1/23
Job #	220614	Date Performed:	8/1/23
Reference #:		COR Ref #:	

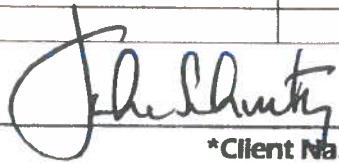
### EXTRA WORK DESCRIPTION

export soil + organics from over ex @ power section on  
California Blvd

LABOR				EQUIPMENT			
Name	Class	ST	OT	Description	Ref #	Hours	
Tim Visser	FPT	4		PC 138		4	
Ryan Saults	OP	4		Skip/loader		4	
Roberto Lopez	LA	4					
Jason Phillips	LA	4					

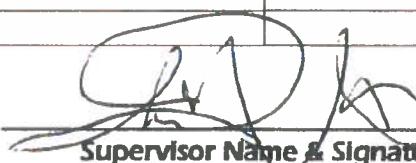
MATERIAL				MATERIAL			
Vendor	Description	Qty	Unit	Vendor	Description	Qty	Unit
	Dump Fee	10					

SUBCONTRACTOR (Includes Trucking & Mob)				SUBCONTRACTOR (Includes Trucking & Mob)			
Vendor/PO	Invoice #	Qty	Unit	Vendor/PO	Invoice #	Qty	Unit
SHK Trucks		40	6 hrs				



\*Client Name & Signature

(\*To confirm Labor, Equipment & Material used only)



Supervisor Name & Signature

Contract work Verry time Only

5200 Hedge Avenue  
Sacramento, CA 95826  
HDulai@shkhauling.com



OFFICE: (916) 374-1192  
PHONE: (916) 826-4426  
CA# 440562

DAY  NIGHT

FREIGHT BILL NO. 38400

**TYPE OF TRUCK**

- Super Tag
- Super 10
- Super Dump
- Semi-Bottom
- Flat Bed
- Double Bottom
- Semi End Dump
- Transfer
- 10 Wheeler

JOB NO.

**S M T W T F S**

DATE: 8/1/23 MATERIAL: DIRT  
DESTINATION: WHERE MATL DELIVERED 6200 WHISPERING WATER LN LOOMIS, CA 95650  
POINT OF ORIGIN WHERE MATL WAS LOADED 7997 CALIFORNIA AVE FAIR OAKS, CA 95628  
CONSIGNOR: WHO OWNED MATL CIVIL PACIFIC  
CONSIGNEE: WHO RECEIVED MATL CIVIL PACIFIC  
CMAC# 62788

TAG NUMBER	WEIGHT	LOADING TIMES		STNDBY	UNLOADING TIMES		STNDBY	REMARKS
		ARRIVE	DEPART		ARRIVE	DEPART		
1 DIRT		7	7:30		8:20	8:40		JOB NAME: VILLAGE PARK
2 DIRT		9:20	9:30		10:15	10:30		
3		11:15						
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

SUBHAULER'S MCP CA#		Email all tags Daily to: HDulai@shkhauling.com						
START TIME: 7 AM	ELAPSED RUNNING TIME (LOADED ② TRAVEL TIME) OF LAST LOAD IN MINUTES		FROM LINE ① TO LAST LOAD OR WEIGH TIME PLUS DOUBLE LINE ② PLUS LINE ③ ④ OR ELAPSED TIME FROM LINE ② TO LINE ⑤ IS		TIME THAT DEBTOR SHOULD NOT HAVE TO PAY FOR (SHOW DOWN TIME, LUNCH, ETC. IN REMARKS SECTION)		ELAPSED UNLOADING ⑥ TIME OF LAST LOAD IN MINUTES	
	LINE ① ADDED TO LAST ⑦ UNLOAD TIME IS END TIME: 1 PM	TOTAL TIME: 6 hr	DEDUCTIONS: 0	NET TIME: 6 hr	LINE ⑧ LESS LINE ⑨ IS			
DRIVER'S SIGNATURE <b>x Suleman (SULEMAN)</b>	NO. OF AXLES <input type="checkbox"/> 2 <input type="checkbox"/> 5 <input type="checkbox"/> 3 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 9	TRUCK NO. DA	TRAILER NO.	CON-SIGNEE SIGNATURE 				
UNDERLYING CARRIER								

PUBLIC UTILITIES REGULATIONS REQUIRE PAYMENT OF THIS FREIGHT BILL TO BE MADE BY THE 20TH OF THE FOLLOWING MONTH. A SERVICE CHARGE OF 2% PER MONTH (24% PER ANNUM) WILL BE CHARGED ON ALL PAST DUE ACCOUNTS. PURCHASER AGREES TO PAY ALL REASONABLE COLLECTION AND ATTORNEY FEES AND COURT COSTS.

NOT RESPONSIBLE FOR ANY DAMAGE  
DONE BY THE ILLINOIS DRIVER

5200 Hedge Avenue  
Sacramento, CA 95826  
HDulai@shkhauling.com



OFFICE: (916) 374-1192  
PHONE: (916) 826-4426  
CA# 440562

DAY  NIGHT

FREIGHT BILL NO. 38683

S M T W T F S

DATE: 8/1/2023 MATERIAL: DIRT TYPE OF: BELT  HOT PLANT  OTHER   
LOADING: BUNKER  FRONT LOADER

DESTINATION: WHERE MATL DELIVERED 6200 WHISPERING WATER LN, LOOMIS CA S M T W T F S

POINT OF ORIGIN WHERE MATL WAS LOADED 7997 CALIFORNIA AVE FAIR OAKS CA

CONSIGNOR: WHO OWNED MATL CIVIL PACIFIC

CONSIGNEE: WHO RECEIVED MATL CIVIL PACIFIC

CMAC#

TYPE OF TRUCK

- Super Tag
- Super 10
- Super Dump
- Semi-Bottom
- Flat Bed
- Double Bottom
- Semi End Dump
- Transfer
- 10 Wheeler

JOB NO.

TAG NUMBER	WEIGHT	LOADING TIMES		STND BY	UNLOADING TIMES		STND BY	REMARKS
		ARRIVE	DEPART		ARRIVE	DEPART		
1 DIRT		7:00	7:26		8:10	8:35		
2 DIRT		9:14	9:25		10:07	10:17		
3 DIRT		10:56	11:02		11:32	11:35		← VULCAN ROSEVILLE
4 22674997✓	17.03	11:35	11:52		12:30	1:00		
5	1:00	1:00						
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

SUBHAULER'S MCP CA#

Email all tags Daily to: HDulai@shkhaulin

START TIME: 7:00 AM	ELAPSED RUNNING TIME (LOADED <input type="checkbox"/> TRAVEL TIME) OF LAST LOAD IN MINUTES	FROM LINE <input type="checkbox"/> TO LAST LOAD OR WEIGH TIME PLUS DOUBLE LINE <input type="checkbox"/> PLUS LINE <input type="checkbox"/> OR ELAPSED TIME FROM LINE <input type="checkbox"/> TO LINE <input type="checkbox"/> IS	TIME THAT DEBTOR SHOULD NOT HAVE TO PAY FOR (SHOW DOWN TIME, LUNCH, ETC. IN REMARKS SECTION)	ELAPSED UNLOADING TIME OF LAST LOAD IN MINUTES
END TIME: 1:00 PM	LINE <input type="checkbox"/> ADDED TO LAST <input type="checkbox"/> UNLOAD TIME IS	TOTAL TIME: 6HR	LINE <input type="checkbox"/> LESS LINE <input type="checkbox"/> IS	NET TIME: 6HR
DRIVER'S SIGNATURE: X TARTEN KALER	NO. OF AXLES: <input type="checkbox"/> 2 <input type="checkbox"/> 5 <input type="checkbox"/> 3 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 9	TRUCK NO. DI	TRAILER NO. -	CON-SIGNEE SIGNATURE:
UNDERLYING CARRIER: SHK				

PUBLIC UTILITIES REGULATIONS REQUIRE PAYMENT OF THIS FREIGHT BILL TO BE MADE BY THE 20TH OF THE FOLLOWING MONTH. A SERVICE CHARGE OF 2% PER MONTH (24% PER ANNUM) WILL BE CHARGED ON ALL PAST DUE ACCOUNTS. PURCHASER AGREES TO PAY ALL REASONABLE COLLECTION AND ATTORNEY FEES AND COURT COSTS.

NOT RESPONSIBLE FOR ANY DAMAGE DONE BY DELIVERING TRUCK

5200 Hedge Avenue  
Sacramento, CA 95826  
HDulai@shkhauling.com



OFFICE: (916) 374-1192  
PHONE: (916) 826-4426  
CA# 440562

DAY  NIGHT

FREIGHT BILL NO. 38882

TYPE OF TRUCK

- Super Tag
- Super 10
- Super Dump
- Semi-Bottom
- Flat Bed
- Double Bottom
- Semi End Dump
- Transfer
- 10 Wheeler

JOB NO.

Village Park

S M T W T F S

DATE: 8/1/23 MATERIAL: DIRT TYPE OF LOADING: BELT  HOT PLANT  OTHER   
LOADING: BUNKER  FRONT LOADER

DESTINATION: WHERE MATL DELIVERED: 6200 Whispering Ave Watsonville, CA S M T W T F S

POINT OF ORIGIN: WHERE MATL WAS LOADED: 7997 California Ave Fair Oaks, CA

CONSIGNOR: WHO OWNED MATL: Civil Pacific

CONSIGNEE: WHO RECEIVED MATL:

CMAC# 65498

TAG NUMBER	WEIGHT	LOADING TIMES		STND BY	UNLOADING TIMES		STND BY	REMARKS
		ARRIVE	DEPART		ARRIVE	DEPART		
1 DIRT	11	7:00	7:45		8:30	8:40		
2 DIRT	11	9:25	9:40		10:22	10:30		
3 DIRT	11	11:20	11:40		12:10	12:20		
4		1:00						
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

SUBHAULER'S MCP CA#		Email all tags Daily to: HDulai@shkhauling.com						
START TIME: 7:00	ELAPSED RUNNING TIME (LOADED TRAVEL TIME) OF LAST LOAD IN MINUTES		FROM LINE ① TO LAST LOAD OR WEIGH TIME PLUS DOUBLE LINE ② PLUS LINE ③ OR ELAPSED TIME FROM LINE ④ TO LINE ⑤ IS		TIME THAT DEBTOR SHOULD NOT HAVE TO PAY FOR (SHOW DOWN TIME, LUNCH, ETC. IN REMARKS SECTION)		ELAPSED UNLOADING TIME OF LAST LOAD IN MINUTES	
	LINE ① ADDED TO LAST	UNLOAD TIME IS	END TIME: 1:00	TOTAL TIME: 6	DEDUCTIONS: 0	LINE ⑥ LESS LINE ⑦ IS NET TIME: 6		
DRIVER'S SIGNATURE:  X Sandeep Singh	NO. OF AXLES: <input type="checkbox"/> 2 <input type="checkbox"/> 5 <input type="checkbox"/> 3 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 9	TRUCK NO. D-13	TRAILER NO.	CONSIGNEE SIGNATURE:  D.D.H.				
UNDERLYING CARRIER								

PUBLIC UTILITIES REGULATIONS REQUIRE PAYMENT OF THIS FREIGHT BILL TO BE MADE BY THE 20TH OF THE FOLLOWING MONTH. A SERVICE CHARGE OF 2% PER MONTH (24% PER ANNUM) WILL BE CHARGED ON ALL PAST DUE ACCOUNTS. PURCHASER AGREES TO PAY ALL REASONABLE COLLECTION AND ATTORNEY FEES AND COURT COSTS.

NOT RESPONSIBLE FOR ANY DAMAGE DONE BY DELIVERING TRUCK

5200 Hedge Avenue  
Sacramento, CA 95826  
HDulai@shkhauling.com



OFFICE: (916) 374-1192  
PHONE: (916) 826-4426  
CA# 440562

S M T W T F S

JOB NO 220614

DATE: 8-01-23 MATERIAL: DIRT  
DESTINATION: WHERE MATL DELIVERED 6200 whispering water ln ca S M T W T F S  
POINT OF ORIGIN WHERE MATL WAS LOADED 7997 California Ave Fair Oaks CA  
CONSIGNOR: WHO OWNED MATL civil pacific (village park)  
CONSIGNEE: WHO RECEIVED MATL civil pacific (village park)  
CMAC# 65474

<input checked="" type="checkbox"/> DAY	<input type="checkbox"/> NIGHT
FREIGHT BILL NO. 38956	
<b>TYPE OF TRUCK</b>	
Super Tag	<input type="checkbox"/>
Super 10	<input type="checkbox"/>
Super Dump	<input checked="" type="checkbox"/>
Semi-Bottom	<input type="checkbox"/>
Flat Bed	<input type="checkbox"/>
Double Bottom	<input type="checkbox"/>
Semi End Dump	<input type="checkbox"/>
Transfer	<input type="checkbox"/>
10 Wheeler	<input type="checkbox"/>
JOB NO. Village Park	
civil pacific	

TAG NUMBER	WEIGHT	LOADING TIMES		STND BY	UNLOADING TIMES		STND BY	REMARKS
		ARRIVE	DEPART		ARRIVE	DEPART		
1		7:00	7:20		8:05	8:25		DIRT
2	22615009 17.92 T	9:10	9:20		10:00	10:15		DIRT
3		10:45	11:05		11:30	12:05		Recycling AB 171
4		12:40						
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

SUBHAULER'S MCP CA#	Email all tags Daily to: HDulai@shkhauling.com		
START TIME: 7:00 am	ELAPSED RUNNING TIME (LOADED TRAVEL TIME) OF LAST LOAD IN MINUTES  ① <del>TIME ADDED TO LAST</del> ② UNLOAD COMPLETED END TIME: 1:00 p.m.	FROM LINE ① TO LAST LOAD OR WEIGH TIME PLUS DOUBLE LINE ② PLUS LINE ③ OR ELAPSED TIME FROM LINE ④ TO LINE ⑤  ① <del>TIME ADDED TO LAST</del> ② UNLOAD COMPLETED TOTAL TIME: 1:00 p.m.	TIME THAT DEBTOR SHOULD NOT HAVE TO PAY FOR (SHOW DOWN TIME, LUNCH, ETC. IN REMARKS SECTION)
		ELAPSED UNLOADING TIME OF LAST LOAD IN MINUTES	④ LINE ① LESS LINE ② IS NET TIME: <i>Chc</i>
DRIVER'S SIGNATURE <i>X ALLY DUGGAL</i>	NO. OF AXLES: <input type="checkbox"/> 2 <input type="checkbox"/> 5 <input type="checkbox"/> 3 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 9	TRUCK NO.	TRAILER NO.  CON-SIGNEE SIGNATURE <i>Chc</i>
UNDERLYING CARRIER			

PUBLIC UTILITIES REGULATIONS REQUIRE PAYMENT OF THIS FREIGHT BILL TO BE MADE BY THE 20TH OF THE FOLLOWING MONTH. A SERVICE CHARGE OF 2% PER MONTH (24% PER ANNUM) WILL BE CHARGED ON ALL PAST DUE ACCOUNTS. PURCHASER AGREES TO PAY ALL REASONABLE COLLECTION AND ATTORNEY FEES AND COURT COSTS.

NOT RESPONSIBLE FOR ANY DAMAGE DONE BY DELIVERING TRUCK

# VILLAGE PARK RENEVATION COR # 27 TURF AREA OVER EX

**CIVIL PACIFIC, INC.**  
GENERAL ENGINEERING & UTILITY  
A MERIT COMPANY  
CSLB # 1021677

## CIVIL PACIFIC INC.

8628 ELDER CREEK RD BLDG 200

SACRAMENTO, CA. 95828

Contact: LOREN BEEBE

Phone: 916-719-8203

Email: LOREN@CIVILPACIFICINC.COM

<u>Quote To:</u>	B&M BUILDERS INC	<u>Proposal Date:</u>	08/28/2023
<u>Attention:</u>	AUSTIN O' CONNELL	<u>Date of ASI:</u>	N/A
<u>Address:</u>	11330 SUNRISE PARK DRIVE	<u>Addendums:</u>	
<u>City, State, Zip</u>	RANCHO CORDOVA, CA.	<u>CSLB #:</u>	1021677
<u>Phone:</u>		<u>DIR #:</u>	1000055044
<u>Email:</u>		<u>MSBE#:</u>	2017550

### PREVAILING WAGE PROJECT

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100	WORK PERFORMED <del>7/21/2023</del> 8/23/2023	1.00	LS	\$,872.83	\$,872.83
<b>GRAND TOTAL</b>					<b>\$,872.83</b>

### NOTES:

OVER EXCAVATE AREAS SHOWING DEFLECTION AS DIRECTED IN EAST END OF PEDESTRIAN PAVERS IN FRONT OF COMMUNITY CENTER.

PROCESS MATERIALS AND SEPERATE ORGANICS.

PLACE & COMPACT LIFTS TO SUBGRADE ELEVATION.

# DAILY EXTRA WORK REPORT

Bid Package: #

Report No: \_\_\_\_\_ of \_\_\_\_\_

Project: VILLAGE PARK

PCO No:

Contractor: BUD'S CONSTRUCTION INC.

Date work performed: 8-23-23

Superintendent: JOHN SCHMITZ

DSA App #:

Description of Work in Progress: (Include Bldg./Area) OVER EX SPOT SHOWING DEFLECTION @ EAST SIDE OF TURF IN PAVER AREA. REMOVE + STOCKPILE DIRT FROM OVER EX. PROCESS NEW DIRT WITH WATER & REMOVE ~~SOIL~~ ORGANICS. MOVE DIRT + PLACE & COMPACT AT OVER EX.

WATER ON SITE.

**Personnel:**

Name

Craft/Classification

Hours

Pay Rate

Total

TIM VISSER	FOREMAN	6		
RYAN SANIS	OPERATOR	6		
Rubert LUPEZ	OPERATOR	6		
CISCO REYES	LABOR	6		
JASON PHILLIPS	LABOR	6		
JASON WINNIE BOBB	FOREMAN	1		

Equipment: By Type, Number and Hours (Invoice is mandatory with reconciliation)

PC 138EX, SKID STEER, SKIPLADER, Flat PAD ROLLER, TOOL TRUCK

Materials: By Type, Units (Invoice is mandatory with reconciliation)

Signature

J.D. Schmitz

Date

8-23-23

Check Box if

Final T & M

Acknowledgment

Mark Blawie

Date

8-23-23

(Inspector, CM, T & M Monitor)

Note: IOR, CM or T&M Monitor must sign on the day that the work is being performed or Contractor will forfeit payment.

Confirmation Only

# CIVIL PACIFIC

## GENERAL ENGINEERING & UTILITY

A MERIT COMPANY

Project Name:	Village Park	Report Date:	8/23/23
Job #	220614	Date Performed:	8/23/23
Reference #:		COR Ref #:	

### EXTRA WORK DESCRIPTION

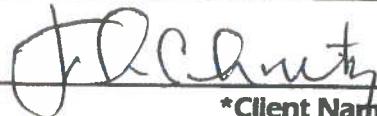
Over ex wet spot showing deflection @ east of turf  
pad - remove + stockpile dirt from over x process new  
dirt w/ water and remove organics. Move dirt + place  
and compact @ over ex.

LABOR				EQUIPMENT		
Name	Class	ST	OT	Description	Ref #	Hours
Tim Visses	Fm	6		PC 138 ex		1 day
Ryan Saults	OP	6		Skid Steer		1 day
Roberto Lopez	OP	6		Skiploader		1 day
Cisco Reyes	LA	6		Pad fast roller		1 day
Jason Phillips	LA+	6		tnsl truck		1 day

MATERIAL				MATERIAL			
Vendor	Description	Qty	Unit	Vendor	Description	Qty	Unit

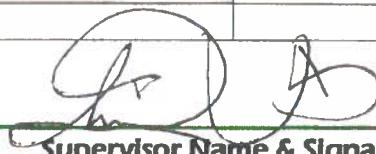
### SUBCONTRACTOR (Includes Trucking & Mob)

Vendor/PO	Invoice #	Qty	Unit	Vendor/PO	Invoice #	Qty	Unit



\*Client Name & Signature

(\*To confirm Labor, Equipment & Material used only)



Supervisor Name & Signature

Verify time and

MED REPORT

### Bid Summary Totals Report

#### Standard Markup Instructions

	<b>Cost Basis</b>	<b>Markup %</b>	<b>Markup</b>
Labor:	2,174	10.00	217
Burden:	514	10.00	51
Perm Matl:	0	10.00	0
Const Matl:	0	10.00	0
Sub:	0	10.00	0
Eq. Op. Exp:	0	10.00	0
Co. Equip:	782	10.00	78
Rentcd Eq.:	1,869	10.00	187
Overrides:	0		0
Total:	5,339	10.00	534

Selected Bond Table: 1

#### Previous Run

Summary:	08/28/2023	2:50 PM
Spread:	08/28/2023	2:50 PM
Summary run on Takeoff Quan and Adjusted to Bid Quan.		

#### Standard Spreads

Indirect Spread:	Total
Markup Spread:	Total
Addon/Bond Spread:	Total

#### Totals as of Last Spread

	Cost:	Markup:	Total:
Direct:	5,339	534	5,873
Indirect:	0	0	0
Addons:	0	0	0
Bond:	0		0
Total:	5,339	534	5,873

#### Key Indicators

Balanced Markup	/	Total Labor	=	Balanced Markup/Total Labor
533.89	/	2,688.62	=	19.86%
Indirect Cost	/	Direct Cost	=	Indirect Cost/Direct Cost
0.00	/	5,338.94	=	0.00%

# Cost Report

Civil Pacific, Inc.

VPCOR27

VILLAGE PARK COR 27

Page 1 of 2

08/28/2023 2:57 PM

Biditem		8/23/2023 WORK PERFORMED 7/31/2023						
<b>100</b>		Takeoff Qty: 1.000 LS						
Bid Qty:		1.000 LS						
	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	Total
U. Cost	2,174.16	514.46	2,688.62	2,650.32	0.00	0.00	0.00	5,338.94
Total	2,174.16	514.46	2,688.62	2,650.32	0.00	0.00	0.00	5,338.94
Manhours		Unit/MH		MH/Unit		\$/MH	Base Labor/MH	Total Labor/MH
30.0000		0.0333		30.0000		177.9647	72.4720	89.6207
Activity: 010		OVER EX 3', PROCESS, PLACE & COMPACT @ EAST TURF AREA				(Unreviewed)	Quantity: 1	Unit: LS
	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	Total
U. Cost	2,174.16	514.46	2,688.62	2,650.32	0.00	0.00	0.00	5,338.94
Total	2,174.16	514.46	2,688.62	2,650.32	0.00	0.00	0.00	5,338.94
Manhours		Unit/MH		MH/Unit		Total Labor/MH		Base Labor/Unit
30.0000		0.0333		30.0000		89.6207		2,174.1600
Calendar: 40	STANDARD CALENDAR	Hrs/Shift: 8		WC:	TX0001	Street/Road Construction		
Resource	Description	Pcs/Wste	Quantity	Unit	Unit Cost	Tax/OT %	Actual UC	Total
8B10001	SKID STEER TRACK LOADER	1.00	8.00	HR	46.87	107.75	50.50	404.02
8B10002	JD 210 SKIP GRADE LOADER	1.00	8.00	HR	55.71	100.00	55.71	445.68
8C10004	318 CAT EXCAVATOR	1.00	8.00	HR	94.97	107.75	102.33	818.64
8E10002	66" SHEEPSFOOT COMPACTOR	1.00	8.00	HR	74.94	107.75	80.75	645.98
8K10003	F450 UTILITY TRUCK	1.00	8.00	HR	42.00	100.00	42.00	336.00
LR10100	GENERAL LABORER	1.00	12.00	MH	60.79	100.00	72.28	867.37
OP10100	FOREMAN	1.00	6.00	MH	79.94	100.00	103.44	620.66
OP10102	EXCAVATOR OPERATOR	1.00	6.00	MH	79.94	100.00	103.44	620.66
OP10202	COMPACTOR OPERATOR	1.00	6.00	MH	80.90	100.00	96.66	579.93

## Report Summary

	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	Total
Total	2,174	514	2,689	2,650	0	0	0	5,339

## Job Notes

Estimate created on: 11/30/2020 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\DEMOMAST

\*\*\*\*\*Estimate created on: 09/27/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\CPIMASTER20

\*\*\*\*\*Estimate created on: 10/20/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VPCOR5

\*\*\*\*\*Estimate created on: 11/03/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VILLAGECOR6

\*\*\*\*\*Estimate created on: 12/16/2022 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\BBVPASI6

\*\*\*\*\*Estimate created on: 08/28/2023 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VILLAGECOR9

\*\*\*\*\*Estimate created on: 08/28/2023 by User#: 0 -  
Source estimate used: C:\HEAVYBID\EST\VPCOR26

## Calendars Used In Estimate



## CIVIL PACIFIC INC LABOR &amp; RENTAL RATES AT VILLAGE PARK

LABOR DESCRIPTION	HOUR ST RATE	HOUR OT RATE	HOUR DT RATE
FOREMAN	\$ 104.75	\$ 136.45	\$ 168.14
BLADE OPERATOR	\$ 103.56	\$ 134.69	\$ 165.81
EXCAVATOR OPERATOR	\$ 103.56	\$ 134.69	\$ 165.81
SKIPLOADER OPERATOR	\$ 101.81	\$ 112.62	\$ 139.07
SKIDSTEER OPERATOR	\$ 97.10	\$ 125.11	\$ 153.12
MINI EXCAVATOR OPERATOR	\$ 97.10	\$ 125.11	\$ 153.12
ROLLER / COMPACTOR OPERATOR	\$ 97.10	\$ 125.11	\$ 153.12
SCRAPER OPERATOR	\$ 101.81	\$ 112.62	\$ 139.07
GRADECHECKER	\$ 100.17	\$ 129.66	\$ 159.14
GENERAL LABORER	\$ 72.31	\$ 91.76	\$ 111.22
SPECIALIST LABORER	\$ 73.43	\$ 93.44	\$ 113.43
PIPE LABORER	\$ 72.60	\$ 92.21	\$ 111.80
CONCRETE LABORER	\$ 72.43	\$ 91.95	\$ 111.46
DRIVER 2 AXLE TRUCK	\$ 81.25	\$ 102.40	\$ 123.54
DRIVER 3 AXLE TRUCK	\$ 81.60	\$ 102.93	\$ 124.24
DRIVER 5 AXLE TRUCK	\$ 81.96	\$ 104.18	\$ 126.39
EQUIPMENT DESCRIPTION	HOUR RATE		DAILY ONLY
F350 FOREMAN TRUCK	\$ 42.39		
F550 TOOL TRUCK	\$ 54.71		
F650 DUMP TRUCK	\$ 58.69		
3 AXLE DUMP TRUCK	\$ 93.59		
2 AXLE WATER TRUCK	\$ 58.69		
16,000 LBS EQUIP TLR	\$ 12.02		
50,000 LBS EQUIP TLR	\$ 23.66		
210 CFM COMPRESSOR TLR	\$ 48.69		
60 LBS HAMMER W/ CHISSEL		\$ 68.00	
90 LBS HAMMER W/ CHISSEL		\$ 75.00	
300 GAL TACK POT TLR		\$ 305.00	
500 GAL VACUUM TLR	\$ 48.72		
3" TRASH PUMP W/ HOSES		\$ 151.00	
4" TRASH PUMP W/ HOSES		\$ 175.00	
JUMP JACK COMPACTOR		\$ 168.00	
WACKER PLATE COMPACTOR		\$ 155.00	
48" DOUBLE DRUM ROLLER	\$ 46.68		
48" SMOOTH DRUM SG ROLLER	\$ 62.77		
48" PADFOOT COMPACTOR	\$ 65.03		
66" SMOOTH DRUM ROLLER	\$ 83.46		
66" PADFOOT COMPACTOR	\$ 86.30		
84" SMOOTH DRUM ROLLER	\$ 116.30		
84" PAD FOOT COMPACTOR	\$ 120.29		
KOMATSU PC 55 EXCAVATOR W/ BUCKET	\$ 51.23		
CAT 308 CR EXCAVATOR W/ BUCKET	\$ 62.35		
WACKER 54" KICK BROOM	\$ 55.95		
JD 210 LE 4X4 SKIP LOADER	\$ 54.08		
CAT 914 WHEEL LOADER	\$ 65.70		
CAT 926 WHEEL LOADER	\$ 85.34		
WALK BEHIND SAW W/ BLADE WEAR		\$ 375.00	
DUEL SLOPE LAZER LEVEL W/ ROD		\$ 150.00	
SAFETY ITEMS			
TEMP TRAFFIC SIGN STANDS	24 / HRS	EACH	\$ 8.00
TEMP TRAFFIC SIGNS	24/HRS	EACH	\$ 3.50
32" TRAFFIC CONES	24/HRS	EACH	\$ 0.20
42" TRAFFIC DELINATORS	24 / HRS	EACH	\$ 0.24
4' X8' TRAFFIC PLATE	24/HRS	EACH	\$ 18.00
4' X 12' TRAFFIC PLATE	24/HRS	EACH	\$ 25.00
SPEED SHORE	24/HRS	EACH	\$ 15.00
SPEED SHORE PUMP W/ TOOL	24/HRS	EACH	\$ 15.00
MANHOLE SHORING BOX	24/HRS	EACH	\$ 350.00
TRENCH SHIELD	24/HRS	EACH	\$ 375.00

ALL RENTAL EQUIPMENT TO BE BILLED AT RENTAL INVOICE PLUS 22%  
FOR FUEL, LUBE & MAINTANENCE AS ALLOWED BY CALIFORNIA TO  
ESTABLISH TOTAL EQUIPMENT RENTAL RATE FOR EACH EQUIPMENT  
PRIOR TO THE ALLOWED 10% MAKUP.

ALL RENTAL EQUIPMENT WILL BE BILLED AT 8 HOURS PER DAY MINIMUM.

Updated 11/21/23

Thru 06/28/23\*

To CAC										
No CAL		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee	Total Burden
A1 Gr2 <b>Foreman</b>	Reg Pay	55.39	5.87	13.88	10.78	1.12	1.60	88.64	87.52	\$104.750
33.25	1.5 Pay	83.09	5.87	13.88	10.78	1.12	1.60	116.34	115.22	\$136.450
32.13	2.0 Pay	110.78	5.87	13.88	10.78	1.12	1.60	144.03	142.91	\$168.140
1.12										
Burdened:		Tax	WC							
	Reg Pay	12.650	3.460					16.110		
	1.5 Pay	16.650	3.460					20.110		
	2.0 Pay	20.650	3.460					24.110		

Burden: Fica 7.65%  
SUTA 6.20%  
FUTA 0.60% 14.45%  
WC 3.95% 6220  
18.40%

Thru 06/28/23\*

To CAC										
No CAL		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee	Total Burden
A1 Gr2 <b>Blade / Excavator</b>	Reg Pay	54.39	5.87	13.88	10.78	1.12	1.60	87.64	86.52	\$103.560
33.25	1.5 Pay	81.59	5.87	13.88	10.78	1.12	1.60	114.84	113.72	\$134.690
32.13	2.0 Pay	108.78	5.87	13.88	10.78	1.12	1.60	142.03	140.91	\$165.810
1.12										
Burdened:		Tax	WC							
	Reg Pay	12.500	3.420					15.920		
	1.5 Pay	16.430	3.420					19.850		
	2.0 Pay	20.360	3.420					23.780		

FUTA 0.60% 14.45%  
WC 3.95% 6220  
18.40%

Thru 06/28/23\*

To CAC										
No CAL		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee	Total Burden
A1 Gr3 <b>Scraper; Skiploader</b>	Reg Pay	52.91	5.87	13.88	10.78	1.12	1.60	\$ 86.160	\$ 85.040	\$101.810
33.25	1.5 Pay	79.37	5.87	13.88	10.78	1.12	1.60	\$112.620	\$111.500	\$112.620
32.13	2.0 Pay	105.82	5.87	13.88	10.78	1.12	1.60	\$139.070	\$137.950	\$139.070
1.12										
Burdened:		Tax	WC							
	Reg Pay	12.290	3.360					15.650		
	1.5 Pay	16.110	3.360					19.470		
	2.0 Pay	19.930	3.360					23.290		

FUTA 0.60% 14.45%  
WC 3.95% 6220  
18.40%

Thru 06/28/23\*

To CAC										
No CAL		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee	Total Burden
Screening Gradechecker	Reg Pay	51.53	5.87	13.88	10.78	1.12	1.60	\$ 84.780	\$ 83.660	\$100.170
A1 Gr4	1.5 Pay	77.30	5.87	13.88	10.78	1.12	1.60	\$110.550	\$109.430	\$129.660
33.25	2.0 Pay	103.06	5.87	13.88	10.78	1.12	1.60	\$136.310	\$135.190	\$159.140
1.12										
Burdened:		Tax	WC							
	Reg Pay	12.090	3.300					15.390		
	1.5 Pay	15.810	3.300					19.110		
	2.0 Pay	19.530	3.300					22.830		

FUTA 0.60% 14.45%  
WC 3.95% 6220  
18.40%

Thru 06/28/23\*

To CAC										
No CAL	Oper Eng	Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee	Total Burden
Compactor, Skidsteer; Mini Ex	Reg Pay	48.94	5.87	13.88	10.78	1.12	1.60	\$ 82.190	\$ 81.070	\$ 97.100
A1 Gr 6	1.5 Pay	73.410	5.87	13.88	10.78	1.12	1.60	\$106.660	\$105.540	\$125.110
33.25	2.0 Pay	97.88	5.87	13.88	10.78	1.12	1.60	\$131.130	\$130.010	\$153.120
1.12										
Burdened:		Tax	WC							
	Reg Pay	11.710	3.200					14.910		
	1.5 Pay	15.250	3.200					18.450		
	2.0 Pay	18.790	3.200					21.990		

SUTA 6.20%  
FUTA 0.60% 14.45%  
WC 3.95% 6220  
18.40%

Updated 12/08/2023

Thru 06/25/2023\*

No CAL	LABORERS	To CAC								Burden:	Fica	7.65%	
		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee				
<b>Const Spec</b> <b>A2 GR CS</b>	<b>Reg Pay</b>	34.95	3.05	9.60	13.86	0.50	0.30	\$ 62.260	\$ 61.760	<b>\$ 73.430</b>	SUTA	6.20%	
27.31	1.5 Pay	52.43	3.05	9.60	13.86	0.50	0.30	\$ 79.740	\$ 79.240	<b>\$ 93.440</b>	FUTA	0.60%	14.45%
26.81	2.0 Pay	69.90	3.05	9.60	13.86	0.50	0.30	\$ 97.210	\$ 96.710	<b>\$ 113.430</b>	WC	3.64%	6220
0.50												18.09%	

Burdened:	Reg Pay	8.920	2.250	Tax	WC	Total Burden						18.09%
	1.5 Pay	11.450	2.250			11.170						17.29%
	2.0 Pay	13.970	2.250			13.700						16.77%

Thru 06/25/2023\*

No CAL	LABORERS	To CAC								Burden:	Fica	7.65%	
		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee				
<b>Pipe Laborer</b> <b>A2 GR 1</b>	<b>Reg Pay</b>	34.25	3.05	9.60	13.86	0.50	0.30	\$ 61.560	\$ 61.060	<b>\$ 72.600</b>	SUTA	6.20%	
27.31	1.5 Pay	51.375	3.05	9.60	13.86	0.50	0.30	\$ 78.685	\$ 78.185	<b>\$ 92.205</b>	FUTA	0.60%	14.45%
26.81	2.0 Pay	68.50	3.05	9.60	13.86	0.50	0.30	\$ 95.810	\$ 95.310	<b>\$ 111.800</b>	WC	3.64%	6220
0.50												18.09%	

Burdened:	Reg Pay	8.820	2.220	Tax	WC	Total Burden						18.08%
	1.5 Pay	11.300	2.220			11.040						17.29%
	2.0 Pay	13.770	2.220			13.520						16.78%

Thru 06/25/2023\*

No CAL	LABORERS	To CAC								Burden:	Fica	7.65%	
		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee				
<b>Concrete Laborer</b> <b>A2 GR 2</b>	<b>Reg Pay</b>	34.10	3.05	9.60	13.86	0.50	0.30	61.41	60.91	<b>\$ 72.430</b>	SUTA	6.20%	
27.31	1.5 Pay	51.15	3.05	9.60	13.86	0.50	0.30	78.46	77.96	<b>\$ 91.950</b>	FUTA	0.60%	14.45%
26.81	2.0 Pay	68.20	3.05	9.60	13.86	0.50	0.30	95.51	95.01	<b>\$ 111.460</b>	WC	3.64%	6220
0.50												18.09%	

Burdened:	Reg Pay	8.800	2.220	Tax	WC	Total Burden						18.09%
	1.5 Pay	11.270	2.220			11.020						17.30%
	2.0 Pay	13.730	2.220			13.490						16.79%

Thru 06/25/2023\*

No CAL	LABORERS	To CAC								Burden:	Fica	7.65%	
		Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	Gross To Employee				
<b>Gen'l Laborer</b> <b>A2 GR 3</b>	<b>Reg Pay</b>	34.00	3.05	9.60	13.86	0.50	0.30	61.31	60.81	<b>\$ 72.310</b>	SUTA	6.20%	
27.31	1.5 Pay	51.00	3.05	9.60	13.86	0.50	0.30	78.31	77.81	<b>\$ 91.760</b>	FUTA	0.60%	14.45%
26.81	2.0 Pay	68.00	3.05	9.60	13.86	0.50	0.30	95.31	94.81	<b>\$ 111.220</b>	WC	3.64%	6220
0.50												18.09%	

Burdened:	Reg Pay	8.790	2.210	Tax	WC	Total Burden						18.09%
	1.5 Pay	11.240	2.210			11.000						17.29%
	2.0 Pay	13.700	2.210			13.450						16.78%

Updated 12/08/2023

Thru 06/30/23\*

No CAL	TEAMSTER	Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	To CAC Gross To Employee	Total Burden
<b>Group 1</b> <b>5 Yd Dump &amp; 2 Axle</b>	<b>Reg Pay</b>	36.95	2.30	19.74	8.10	1.00	0.73	\$ 68.820	\$ 67.820	\$ 81.250
31.87	<b>1.5 Pay</b>	55.425	2.30	19.74	8.10	1.00	0.73	\$ 87.295	\$ 86.295	\$ 102.395
30.87	<b>2.0 Pay</b>	73.90	2.30	19.74	8.10	1.00	0.73	\$105.770	\$ 104.770	\$123.540
1.00										

Burdened:	Reg Pay	9.800	Tax 2.630	WC	Total Burden					
	1.5 Pay	12.470		2.630	12.430					18.06%
	2.0 Pay	15.140		2.630	15.100					17.30%
					17.770					16.80%

Thru 06/30/23\*

No CAL	TEAMSTER	Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	To CAC Gross To Employee	Total Burden
<b>Group 2</b> <b>Wtr Trk &lt; 7k; 3 axle unit</b>	<b>Reg Pay</b>	37.25	2.30	19.74	8.10	1.00	0.73	69.12	68.12	\$ 81.600
31.87	<b>1.5 Pay</b>	55.88	2.30	19.74	8.10	1.00	0.73	87.75	86.75	\$ 102.930
30.87	<b>2.0 Pay</b>	74.50	2.30	19.74	8.10	1.00	0.73	106.37	105.37	\$ 124.240
1.00										

Burdened:	Reg Pay	9.840	Tax 2.640	WC	Total Burden					
	1.5 Pay	12.540		2.640	12.480					18.06%
	2.0 Pay	15.230		2.640	15.180					17.30%
					17.870					16.80%

Thru 06/30/23\*

No CAL	TEAMSTER	Gross	Vac/Hol	Health & Welfare	Pension	Training Pd	Other	Total Gross	To CAC Gross To Employee	Total Burden
<b>Group 3</b> <b>10 Yd Dump: 5 axle truck</b>	<b>Reg Pay</b>	37.55	2.30	19.74	8.10	1.00	0.73	69.42	68.42	\$ 81.960
31.87	<b>1.5 Pay</b>	56.33	2.30	19.74	8.10	1.00	0.73	88.20	87.20	\$ 104.180
30.87	<b>2.0 Pay</b>	75.10	2.30	19.74	8.10	1.00	0.73	106.97	105.97	\$ 126.390
1.00										

Burdened:	Reg Pay	9.890	Tax 2.650	WC	Total Burden					
	1.5 Pay	12.600		3.380	12.540					18.06%
	2.0 Pay	15.310		4.110	15.980					18.12%
					19.420					18.15%

# FULTON EL-CAMINO PARK DISTRICT POLICE DEPARTMENT

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James R. Brown, Chief of Police



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**Monthly activity report for:** Fair Oaks Park District, **Reporting Period:** 2024-09-01 to 2024-09-30

## Summary of enforcement actions

NTA Issued: 1	Park Hours:	0
	Drugs:	0
	Weapons:	0
	Alcohol:	0
	Animals:	0
	Vehicle Code:	1
	Probation Violation:	0
	Other:	0

	Drugs:
	Weapons:
	Assault/Battery:
Onsite Arrests:	Sex Crimes:
	Theft:
	Probation Violation:
	Other:
Calls For Service:	1
Parking Citations:	12
Warrant Arrests:	0
DUI Arrests:	0
Stolen Vehicles:	0
Warnings Issued:	2

Notice To Appear (NTA)	Date/Time	Violations	Severity	Notes
Bannister Park	No NTA issued during this reporting period			
Fair Oaks Park	2024-09-12 18:50	16028(a) CVC No Insurance 4000(a) CVC No current registration	Inf Inf	
Little Phoenix Park	No NTA issued during this reporting period			

Miller Park	No NTA issued during this reporting period			
Montview Park	No NTA issued during this reporting period			
Off Property	No NTA issued during this reporting period			
Phoenix Park	No NTA issued during this reporting period			
Plaza Park	No NTA issued during this reporting period			
Village Park	No NTA issued during this reporting period			
Arrests Made	Date/Time	Violations	Severity	Notes
Bannister Park	No arrests reporting during this period			
Fair Oaks Park	No arrests reporting during this period			
Little Phoenix Park	No arrests reporting during this period			
Miller Park	No arrests reporting during this period			
Montview Park	No arrests reporting during this period			
Off Property	No arrests reporting during this period			
Phoenix Park	No arrests reporting during this period			
Plaza Park	No arrests reporting during this period			
Village Park	No arrests reporting during this period			
Calls For Service	Date/Time	Description	Disposition	Notes
Bannister Park	No calls for service during this reporting period			
Fair Oaks Park	No calls for service during this reporting period			
Little Phoenix Park	No calls for service during this reporting period			

Miller Park	No calls for service during this reporting period
Montview Park	No calls for service during this reporting period
Off Property	No calls for service during this reporting period
Phoenix Park	No calls for service during this reporting period
Plaza Park	No calls for service during this reporting period
Village Park	2024-09-01 16:45

Flagged down by citizen reporting vehicle break in at Village Park. Tablet and purse stolen between 1530 and 1630 hours while they were at Fair Oaks Brew Pub.

Founded took vehicle burglary report, purse and tablet stolen window smashed

Arrest Warrants	Date/Time	Warrant Type	Bail Amount	Notes
Bannister Park	No warrant arrests during this reporting period			
Fair Oaks Park	No warrant arrests during this reporting period			
Little Phoenix Park	No warrant arrests during this reporting period			
Miller Park	No warrant arrests during this reporting period			
Montview Park	No warrant arrests during this reporting period			
Off Property	No warrant arrests during this reporting period			
Phoenix Park	No warrant arrests during this reporting period			
Plaza Park	No warrant arrests during this reporting period			
Village Park	No warrant arrests during this reporting period			
DUI Arrests	Date/Time	DUI Type	BAC	Notes

Bannister Park	No DUI arrests during this reporting period		
Fair Oaks Park	No DUI arrests during this reporting period		
Little Phoenix Park	No DUI arrests during this reporting period		
Miller Park	No DUI arrests during this reporting period		
Montview Park	No DUI arrests during this reporting period		
Off Property	No DUI arrests during this reporting period		
Phoenix Park	No DUI arrests during this reporting period		
Plaza Park	No DUI arrests during this reporting period		
Village Park	No DUI arrests during this reporting period		
Warnings	Date/Time	Violation	Notes
Bannister Park	2024-09-05 20:33	SCO 9.36.067	
Fair Oaks Park	No warnings during this reporting period		
Little Phoenix Park	No warnings during this reporting period		
Miller Park	No warnings during this reporting period		
Montview Park	No warnings during this reporting period		
Off Property	No warnings during this reporting period		
Phoenix Park	2024-09-22 16:30	4000(a)(1)	warned on exp reg
Plaza Park	No warnings during this reporting period		
Village Park	No warnings during this reporting period		
Parking Citations	Date/Time	Violations	

Bannister Park	2024-09-01 16:11	4000(a) CVC No current registration
Bannister Park	2024-09-01 16:16	4000(a) CVC No current registration
Bannister Park	2024-09-01 16:25	4000(a) CVC No current registration
Bannister Park	2024-09-12 18:21	10.24.030(b) SCO Prohibited stopping, standing, parking
Bannister Park	2024-09-16 18:48	10.24.030(b) SCO Prohibited stopping, standing, parking
Bannister Park	2024-09-16 18:45	10.24.030(b) SCO Prohibited stopping, standing, parking
Bannister Park	2024-09-16 18:50	10.24.030(b) SCO Prohibited stopping, standing, parking
Bannister Park	2024-09-16 19:03	4000(a) CVC No current registration
Fair Oaks Park	2024-09-11 17:52	4000(a) CVC No current registration
Fair Oaks Park	2024-09-16 19:23	4000(a) CVC No current registration
Fair Oaks Park	2024-09-28 17:20	4000(a) CVC No current registration
Little Phoenix Park	No Parking citations issued during this reporting period	
Miller Park	2024-09-11 18:27	4000(a) CVC No current registration
Montview Park	No Parking citations issued during this reporting period	
Off Property	No Parking citations issued during this reporting period	
Phoenix Park	No Parking citations issued during this reporting period	
Plaza Park	No Parking citations issued during this reporting period	
Village Park	No Parking citations issued during this reporting period	



# FAIR OAKS RECREATION AND PARK DISTRICT

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## ONE THOUSAND FOUR HUNDRED AND THIRTY-SIXTH BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for September 18, 2024

The one thousand four hundred and thirty-sixth meeting of the Fair Oaks Recreation and Park District Board of Directors was held on Wednesday, September 18, 2024, at the Fair Oaks Water District, 10326 Fair Oaks Blvd., Fair Oaks, CA.

For the Record: Chair Carhart called the regular meeting to order at 6:00 PM.

Board Members Present: Chair Carhart, Vice-Chair Tamagni, Director Irwin, Director O'Farrell

Board Members Absent: Director Mounts

Staff Present: District Administrator Mike Aho, Administrative Assistant II Ian Roberts, Administrative Services Manager Jennifer Larkin, Arts and Entertainment Manager Jennifer Schuler, Parks and Facilities Manager Sean Ventura, Recreation Manager Nick Davison, Recreation Supervisor Mary Stoakley

Members of the Public: 25

#### **PUBLIC COMMENT:**

#### **PRESENTATIONS:**

The Board of Directors, State Senator Roger Neillo, State Assemblyman Josh Hoover's representative, and County Supervisor Rich Desmond presented retiring Fair Oaks Theatre Festival's executive director Barbara Sestito with proclamations and thanks for her contributions to the Fair Oaks Community.

#### **DISCUSSION & ACTION #1: Consent Calendar**

A motion to approve the consent calendar was made by Director O'Farrell and seconded by Director Irwin.

AYES: Chair Carhart, Vice-Chair Tamagni, Director Irwin, Director O'Farrell

NOES: None

ABSTAIN: None

ABSENT: Director Mounts

RECUSE: None

#### **DISCUSSION & ACTION #2:**

*Monthly Fair Oaks Youth Advisory Report.*

Matthew Cao, FOYAB Chair, gave the September report.

#### **DISCUSSION & ACTION #3:**

*Receive and File: Report Back on the Miller Park Disc Golf Course.*

Parks and Facilities Manager Sean Ventura gave an oral update to the Board.

# FAIR OAKS RECREATION AND PARK DISTRICT

## ONE THOUSAND FOUR HUNDRED AND THIRTY-SIXTH BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for August 21, 2024

Lindsey Kopperud of Fair Oaks spoke to the Board regarding her frustration with the lack of progress on this issue.

Public Comments that came in through the Zoom chat and which were read aloud at the meeting are attached as an appendix to these minutes.

#### **DISCUSSION & ACTION #4:**

*Discussion and Possible Action on Approval of the Reappointment of Bond Oversight Committee Members Garrett McDermid and Diana Storo.*

A motion to approve the reappointments of Garrett McDermid and Diana Storo was made by Vice-Chair Tamagni and seconded by Director Irwin.

AYES: Chair Carhart, Vice-Chair Tamagni, Director Irwin, Director O'Farrell

NOES: None

ABSTAIN: None

ABSENT: Director Mounts

RECUSE: None

#### **DISCUSSION & ACTION #5:**

*Discussion and Possible Action on Update to Fair Oaks Recreation and Park District's Conflict-of-Interest Code.*

A motion to approve the updates to the District's Conflict-of-Interest Code was made by Director O'Farrell and seconded by Director Irwin.

AYES: Chair Carhart, Vice-Chair Tamagni, Director Irwin, Director O'Farrell

NOES: None

ABSTAIN: None

ABSENT: Director Mounts

RECUSE: None

#### **DISCUSSION & ACTION #6:**

*Adjourn to the Regular Meeting of October 16, 2024 at 6PM.*

A motion to adjourn to the regular meeting of October 16, 2024 was made by Director Irwin and seconded by Vice-Chair Tamagni.

AYES: Chair Carhart, Vice-Chair Tamagni, Director Irwin, Director O'Farrell

NOES: None

ABSTAIN: None

ABSENT: Director Mounts

RECUSE: None

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Ralph Carhart  
Chair, Board of Directors

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Michael J. Aho  
District Administrator

18:37:34 From iPhone (116)Wendy to Fair Oaks Recreation & Parks(direct message):

I think it should be a priority to keep our kids safe at Miller park. At this time they are in constant worry of being hit by disk golf's. I feel like it keeps being out in the back burner and kids are being hurt.

18:39:28 From Fair Oaks Recreation & Parks to iPhone (116)Wendy(direct message):

Hi Wendy. Would you like this to be added as a comment? I can read this out loud for the board.

18:39:51 From iPhone (116)Wendy to Fair Oaks Recreation & Parks(direct message):

Yes please

18:41:07 From Fair Oaks Recreation & Parks to iPhone (116)Wendy(direct message):

I will make sure this gets added

18:41:43 From Jenna Gonzalez to Fair Oaks Recreation & Parks(direct message):

I am here I support of making the park safer

18:42:13 From Fair Oaks Recreation & Parks to Jenna Gonzalez(direct message):

Thank you Jenna.

18:46:06 From elizabeth to Everyone:

Why does there have to be so many conversation to remove the disc golf when there was no conversation when it was installed? It was done during covid when the schools where out of session and no one got to fight against it. Seems more difficult than necessary.

18:47:58 From elizabeth to Everyone:

Kids safety is priority.

18:48:10 From MC to Everyone:

Agreed!

18:48:11 From Fair Oaks Recreation & Parks to elizabeth(direct message):

Thank you Elizabeth we will add this to the record.

18:48:21 From Kylie Thrall to Everyone:

The golfers are not following the rules. Today at 3:25pm golfers were out there playing during the "no fly" time scolding 9 year olds to move.

18:48:41 From Kristi Savio to Everyone:

Hello, I am here in support of Lyndsey. My daughter was hit by a disc while playing at Miller Park after school, and instead of the disc golfer being sympathetic to my hurt daughter, he was rude to her and the other mother's. A disc golf course at Miller Park does not make sense being next to a school where kids are clearly going to play. Please look into relocating this disc golf course to a more suitable park. How many more kids have to be hurt before something takes place?

18:49:01 From Erica C. to Everyone:

October 3 is Boo Bash Trunk or Treat - I suggest a different date so parents don't have to choose between that event and the outreach

18:50:39 From iPhone (116)Wendy to Fair Oaks Recreation & Parks(direct message):

That is not a solution

18:50:43 From Fair Oaks Recreation & Parks to Everyone:

Thank you Erica, we will pass this on for consideration.

18:52:11 From Jon R to Everyone:

More signage is not going to solve this problem, especially if there is no enforcement. The root of the issue is that this park is too small for it to be a golf course and a public park.

18:53:06 From Kylie Thrall to Everyone:

I know we live in California, but another reason this course should not be near a school is a lot of the golfers are smoking weed while playing and our children are walking through it. As a mom I'm being asked by my 5 year old if there was a "skunk" near by.

18:54:49 From iPhone (116)Wendy to Fair Oaks Recreation & Parks(direct message):

I never received a response when I emailed

18:55:03 From Jon R to Everyone:

My email regarding my complaint about the disc golf that I sent right after the child was hit in the face. I never received any response.

18:55:45 From elizabeth to Fair Oaks Recreation & Parks(direct message):

I had a disc golf thrown at me while walking on the path.

19:02:46 From Erica C. to Everyone:

My daughter was also hit in the face with a disc and the golfers laughed at it

19:03:30 From elizabeth to Fair Oaks Recreation & Parks(direct message):

There are a lot more kids that have been hit. Everyone I talk to has had an incident at the park. My family alone has been yelled at twice and two discs thrown at us.

19:04:21 From MC to Everyone:

I was wih EC when her daughter was hit and the golfers were incredibly rude. They had just hit a 4 year old in the face and could not even apologize.

**RESOLUTION NO. 101624-01**

**BEFORE THE GOVERNING BOARD OF THE  
FAIR OAKS RECREATION AND PARK DISTRICT**

**County of Sacramento, State of California**

**TO RECOGNIZE REVENUE FROM ADA DEPOSITS AND  
TO REFLECT THE TRANSFER OF FUNDS FROM THE ADA FUND TO THE  
GENERAL FUND (341A) FOR AMERICAN SIGN LANGUAGE SERVICES FOR  
PROGRAM PARTICIPANTS**

**WHEREAS**, The Board of Directors, for the Fair Oaks Recreation and Park District, passed Resolution No. 101624-01, on October 16, 2024, recognizing the revenue from ADA funds and authorizing the transfer of Funds.

**WHEREAS**, the procedure to allow use of these now recognized and released funds requires appropriate budget amendment action by the Board of Directors,

**THEREFORE, IT IS HEREBY RESOLVED** that the Fair Oaks Recreation and Park District Board of Directors approve the transfer as follows:

- A. The sum of \$1,120 be taken out of account 5500000, Deposits from Others, Fund 341A.
- B. The sum of \$1,120 be added as revenue in account 97979000, Fund 341A.

Passage of the Resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**RECUSE:**

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Ralph Carhart  
Board Chair

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Michael J. Aho  
District Administrator

Date: October 16, 2024

# STAFF REPORT



**Meeting Date:** October 16, 2024  
**To:** Board of Directors  
**From:** Michael J. Aho, District Administrator  
**Subject:** Discussion and Possible Action on Miller Park Disc Golf Course Safety Assessment  
**Prepared By:** Sean Ventura, Parks & Facilities Manager

## I. Recommendation

It is recommended that the Board review and discuss the presented mitigation options for addressing safety concerns at the Miller Park Disc Golf Course. A decision should be made regarding which safety mitigation package or actions the Board would like to pursue, taking into consideration the safety of park users, availability of similar amenities, the cost, and the timeline for implementation.

## II. Background

Miller Park Disc Golf Course was installed in late 2019 with a grand opening in March of 2020. Since that time, the course has grown in popularity; however, concerns have emerged regarding safety, especially towards the potential for errant throws to impact non-golfers in the park. In response to complaints from some park users, the Fair Oaks Recreation & Park District (FORPD) contracted Whirlwind Disc Golf to conduct a thorough safety assessment of the course with the intention to create a guiding document with which the District might make an informed decision regarding potential safety improvements.

Whirlwind Disc Golf, led by Leonard Muise, an accomplished professional designer with extensive experience in disc golf course design, carried out the assessment in September 2024. Leonard has designed numerous successful courses ranging from small, neighborhood courses to professional, tour-level courses. Leonard has been recognized for his

contributions to the sport, including his election to the World Disc Golf Hall of Fame in 2024.

The primary goal of the assessment was to thoroughly evaluate the current layout of the disc golf course from a safety perspective, considering all other park uses, and to recommend adjustments that would ensure a safer, more enjoyable experience for all park users. The report identified that many holes are not as safe as they should be, with some areas presenting significant concerns. The report also identified areas of low relative concern and noted that the course at Miller Park was roughly equivalent in safety ratings to many other courses throughout the Sacramento area, though that equivalence was below what Whirlwind Disc Golf would qualify as sufficient.

In terms of recommendations, the report offered a variety of potential mitigations, including relocating tee and basket positions, adding natural buffers such as trees and hedges, installing netting and fencing, redirecting pathways, improving signage, and enforcing course closures more strictly. These recommendations reflect the thoroughness of the evaluation and the high safety standards upheld by Leonard Muise as a professional course designer.

Additionally, the FORPD Board of Directors directed staff to hold a public outreach meeting, which took place at Miller Park on October 3<sup>rd</sup>, 2024. Feedback gathered from the residents and park users during this meeting was utilized to finalize the report from Whirlwind Disc Golf and will help guide the Board in making decisions as to how to address these safety concerns. The summary of comments from this public outreach meeting are attached to this report as Attachment C.

### **III. Problem /Situation/ Request**

The safety assessment outlined several key safety challenges:

1. **Risk of Injury from Errant Discs:** Several areas of the course, particularly near the playground, pedestrian pathways, and picnic areas have a potential for non-golfers to be struck by errant disc throws.
2. **Blind Spots:** Several holes have limited visibility from the tee, which creates the potential for non-golfers to be hit while walking through the course.
3. **Overlap of Holes:** Some fairways overlap with each other, increasing the likelihood of players unintentionally throwing into adjacent holes. This elevates the potential for injury, though primarily to disc golfers rather than those not participating in the activity.

In addition to the mitigation measures provided, the Board has the option to consider removing the course or moving the disc golf course from Miller

Park and reinstalling it in another location within the District. Staff have explored several potential sites, including Gum Ranch Park, Fair Oaks Park, Phoenix Park, and Bannister Park but have not yet found a site that meets the necessary requirements of the course, including adequate space, sufficient parking, the varied terrain and natural obstacles that create a desirable course, and the limited usage or non-existent usage by non-golfers which would enable the District to avoid re-creating the current situation.

If the Board recommends removal and relocation of the course, staff will work with the disc golf community to identify a potential site that can support these needs; however, it is important to note that finding a suitable site will prove challenging. Additional investigation may be necessary to find an appropriate location.

#### **IV. Financial Analysis**

Three general mitigation packages have been proposed in the safety assessment alongside several mitigation measures which can be performed on a hole-by-hole basis. Each has varying costs and degrees of effectiveness. It is important to note that all cost estimations provided are rough, and actual costs will likely vary once work begins.

##### **1. Mitigation Package 1:**

- a. **Cost:** Estimated at \$15,000 - \$20,000
- b. **Scope:** Addition of approximately 15 trees to create fairway corridors, relocation of several baskets, and installation of a small number of fences and signs.
- c. **Pros:** High impact on safety with moderate cost.
- d. **Cons:** Trees will take 5-10 years to mature, dependent on species selected. Only mitigates front three holes of course.

##### **2. Mitigation Package 2:**

- a. **Cost:** Estimated at \$10,000 - \$15,000
- b. **Scope:** Removal of hole #3/12, adding one hole in the wooded area at the south end of the park.
- c. **Pros:** Reduces the risk of disc flights crossing pedestrian paths.
- d. **Cons:** Requires re-design of multiple holes. If trees are added to this mitigation package the cost rises by approximately another \$4,500, and those trees will take 5-10 years to mature. Does not mitigate creek or playground concerns. May require renovation of rear parking lot which would add an exorbitant amount to costs (not included in above cost section).

##### **3. Mitigation Package 3:**

- a. **Cost:** Estimated at \$25,000 - \$60,000

- b. **Scope:** Installation of approximately 700 linear feet of fencing to enclose the wooded area of the disc golf course and restrict access to non-golfers.
- c. **Pros:** Highest reduction in safety risks among packages
- d. **Cons:** High cost and potential visual impact. Does not mitigate first three holes of course. May require renovation of rear parking lot which would add an exorbitant amount to costs (not included in above cost section).

Please note that the three presented mitigation packages can be taken separately, completed together, or each pulled from to create a combined approach. The safety assessment includes highlighted sections within the mitigation measures that Whirlwind Disc Golf recommends above other measures. The report also notes that, "The mitigation of Major concerns should be considered non-negotiable – i.e., it's a question of when, not if."

Hole-by-hole mitigation measures are likewise proposed beginning on page forty-two of the safety assessment. Many of the larger measures proposed by the general mitigation packages are contained in these recommendations as well, but the hole-by-hole analysis holds additional details and recommendations that can help the District to achieve a higher level of safety at the park.

Costs associated with these more specific recommendations should be assumed to include the costs and scope referenced above for the mitigation packages, but each individual hole's recommendations will include a higher cost and a longer timeframe to achieve all of those recommendations.

In addition to these mitigation packages, the Board has the option to relocate the course to another site within the District or to simply remove it completely. The costs associated with this option are roughly estimated as follows:

#### **1. Course Removal:**

- a. **Cost:** Estimated at \$8,000 - \$10,000
- b. **Scope:** Removal of baskets, signage, and tee pads, dump fees for heavy inert materials, and restoration of Miller Park to pre-course state.

#### **2. Course Relocation:**

- a. **Cost:** Estimated at \$20,000 - \$40,000
- b. **Scope:** Design consultation for safety of new location, course design and signage design, installation of new tees, baskets (but not the cost of the baskets themselves), land preparation and labor. Additional costs may arise depending on the location and infrastructure requirements, such as parking, additional landscaping, and the presence or lack of restrooms.

In total, the removal and relocation of the course could cost between \$28,000 and \$50,000, though these costs may increase or decrease based on unforeseen factors during the project. Should the Board recommend this option, staff will continue working with disc golfers and other stakeholders to identify a viable new location for the course, though with the previously expressed difficulties regarding other sites within the District, this option may simply lead to course removal without relocation.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A – Miller Park Disc Golf Course Safety Assessment

Attachment B - Presentation

Attachment C – Summary of Comments Received

Attachment D – Presentation – Hole-by-hole Mitigation Measures

**(Final)**

# Safety Assessment and Recommendations: Miller Park, Fair Oaks, CA

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## REPORT GOALS AND SCOPE

This report seeks to identify all significant safety issues – in particular, potential injury to people being hit by a disc – associated with how the course is routed and installed, and how disc golfers play the course. The report also recommends a variety of effective mitigations to make the course much safer for everyone, far surpassing the safety norms of other disc golf courses in the region.

This report has four sections and an appendix:



- **SITE OVERVIEW** – High-level description of the course and the park
- **ABOUT DISC GOLF SAFETY** – Context, process, and terminology for this report
- **SITE ASSESSMENT** – Safety summary; detailed hole-by-hole identification of potential risk
- **MITIGATION RECOMMENDATIONS** – Mitigation summary; detailed solutions to eliminate major risks and increase overall safety
- **Appendix** – Design principles and experience of the professional designer responsible for this report

# SITE OVERVIEW

## Disc Golf Course

The disc golf course at Miller Park is an 18-hole layout consisting of 8 tee boxes playing through 9 fairways. Each fairway culminates with two baskets, one green basket for each for the front nine (holes 1-9) and one orange basket for each of the back nine (holes 10-18).

The course area is roughly 5.5 acres, with a variety of terrain. Roughly half the course is located in improved grassy areas with relatively gentle slopes and moderately dense groups of trees, ranging from smallish olive trees to a handful of large Chinese tallow. The other half is unimproved, mostly dirt with steeper slopes and denser vegetation, including many live oaks and shrubs such as privet. A tiny creek with year-round moisture separates the two areas to some extent.

The southwest quadrant of the park, where the more wooded and sloped disc golf holes are located, has two secure utility enclosures at/near its highest point.

Players at this course have a wide variety of skill levels and experience, ranging from first-timers to highly advanced. Based on the number of rounds played, the median player would have recreational to lower-intermediate skills, playing 5-10 rounds a month (primarily here or at 'Shady Oaks' in Orangevale), with 1-4 years' experience. The median skill level can throw 200-250 feet with modest control and consistency. They have a decent grasp of normal disc golf etiquette, including the awareness and courtesy to let non-golfers clear a potential flight area before throwing.



Lifetime stats



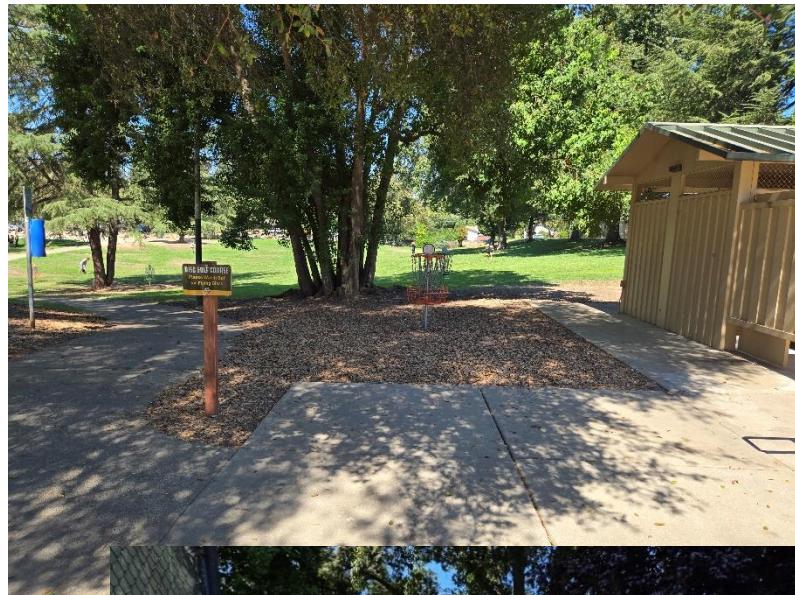
Best guess is that this course averages about 50 rounds a day, based on 3X rounds that were recorded on [UDisc](#).

## Multi-Use Park

In addition to disc golf, the park offers many other activities to its community, including tennis, basketball, and a playground. Amenities include two reservable areas with grills and power, picnic tables, and bathrooms. The park also has some community-organized activities such as exercise groups and educational programs for kids.

The park has one paved path which mainly routes people to-and-from the parking lot to the bathrooms, tennis courts, and Earl Le Gette Elementary School. The paved path also has a spur which wraps around most of the tennis courts. There are also social trails in the wooded area on the southwest quadrant of the park, primarily established by disc golf foot traffic.

My sense is that each of the park activities and amenities enjoy a moderate amount of use. Disc golf may be the most popular use, or at least the most consistent use, during off-peak periods. ("Peak" being right after school and weekends with mild weather.) The highest level of routine park usage occurs for about 30 minutes on weekday mornings, noon-ish, and afternoons during the school year, when roughly 50-100 elementary school kids walk between the school and the park's parking lot, with greater dispersion and more lingering in the afternoons.



# ABOUT DISC GOLF SAFETY

## A Legitimate Concern

Safety on disc golf courses is a legitimate concern, especially at multi-use sites like Miller Park.

The essence of the game is trying to throw the disc around obstacles to the basket. If it was easy to make the disc go exactly where intended every time, the game would be boring. Errant throws happen. Golf discs can cause injury.

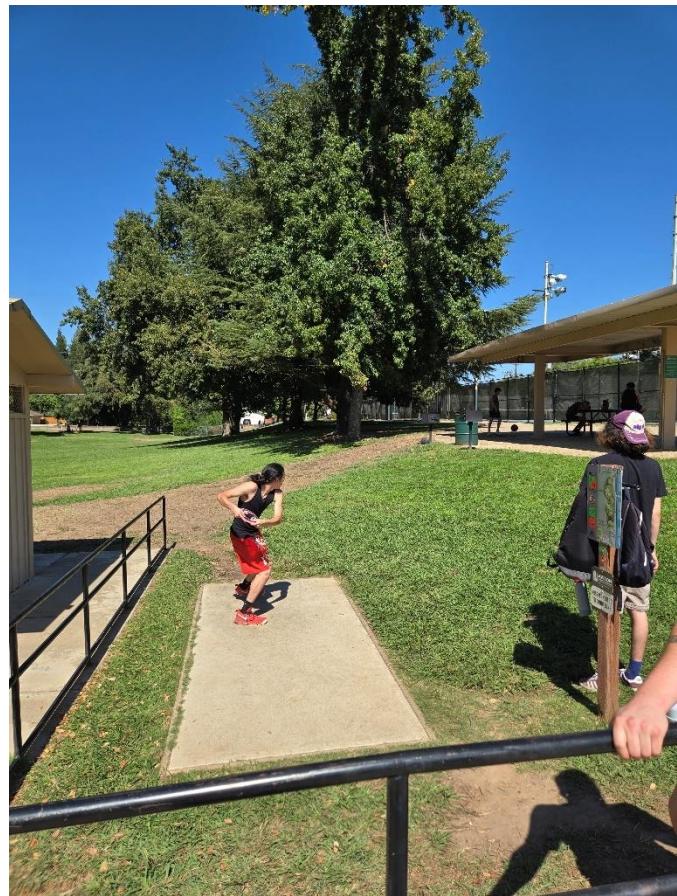
At the same time, historically, the odds of someone being injured by a golf disc are incredibly small, even at multi-use sites. The majority of the world's 15,000+ disc golf courses is located in multi-use parks, including the majority of courses in the Sacramento region. A typical course, assuming 25 rounds per day and 50 throws per round, has over half a million throws per year. World-wide, that's over 4 billion throws per year.

In all recreational activities, some degree of risk is inherent, and often difficult to quantify. Disc golf is no different. Anecdotally – based on social media, local journalism, conferences, etc – disc golf leaders like myself might be aware of maybe 1 extremely serious injury every 5-10 years, less than 100 bad injuries each year (e.g., concussion, laceration requiring urgent care), and less than 10,000 minor injuries (e.g., bruise) each year. Accordingly, a typical course may average 1 minor injury per year (roughly one out of every 400,000 throws), 1 bad injury every 100 years (~40 million throws), and 1 extremely serious injury every 10,000 years (~4 billion throws). These figures compare favorably to a long list of well-established recreational activities.

## Professional Course Design

Even though the odds of being injured by a disc are low, courses can and should be designed to greatly minimize safety risk while maximizing the enjoyment of the game. Fundamentally, designing a safe course involves understanding a simple dynamic, informed by years of experience and careful consideration of the site: Evaluating where the discs are likely to fly, given the skills of the players and the conditions in which they play, and the chances that someone might be present where the disc flies.

To determine where the discs might fly, many things are taken into account, including: intended flight paths, unintended flight paths, fairway obstacles, off-fairway buffers, terrain, footing, weather, wind, types of discs, velocity of discs, number of rounds, layout variations, and skill levels of participants.



To determine the chance that someone might be present where the disc flies, many more things are taken into account: existing uses of the site (programmed and informal), a player's ability to see people in their potential flight areas, the speed at which people may go from unseen to at-risk (e.g., walking vs biking), whether the people are in a fixed location (e.g., picnic bench) or passing through (e.g., dog walking), probability that people are aware of their proximity to discs in flight, etc.

Taking all those things into account is a lot. But even then, the preceding lists are not comprehensive. Other considerations may include: level of cultural etiquette (e.g., newbies vs experienced players), the local norm for what's considered a safe-to-play fairway (e.g., if high-risk courses are the regional norm, players tend to get comfortable taking lots of risk), whether players have alternative courses nearby if their preferred course is crowded with non-golfers, the presence of effective signage communicating safety and etiquette, etc.

## Safety Ratings

In any industry, a proper risk assessment involves a simple calculation: Probability X Severity. (*see generic risk matrix below.*) Best case: The probability of a risk being realized is low and, if it did happen, the harm would likely be minimal. Worst case: The probability of a risk being realized is high, and, if it does happen, the harm would likely be substantial. Always, these risks must be reduced or eliminated.

In my experience, stakeholders tend to overweigh the highest probability / lowest impact risks (Risk score: 5) and underweigh the 2<sup>nd</sup> lowest probability / highest impact risks (Risk score: 10). (*Preview: I'm highlighting this underweigh tendency because there are a couple such scenarios on the current course, as detailed later.*)

5x5 Risk Matrix Example					
Impact <i>How severe would the outcomes be if the risk occurred?</i>					
Probability <i>What is the probability the risk will happen?</i>	Insignificant 1	Minor 2	Significant 3	Major 4	Severe 5
	5 Almost Certain	Medium 5	High 10	Very high 15	Extreme 20
	4 Likely	Medium 4	Medium 8	High 12	Very high 16
	3 Moderate	Low 3	Medium 6	Medium 9	High 12
	2 Unlikely	Very low 2	Low 4	Medium 6	Medium 8
	1 Rare	Very low 1	Very low 2	Low 3	Medium 4

*Generic risk matrix. To determine level of risk, multiply probability by severity.*

Risk calculations are not familiar to many folks, probably a bit too academic. Therefore, although I use the matrix above for my analysis as a professional designer (and as a PMP-certified professional project manager), my course assessments use letter grades – something we all know well – as a substitute.

## More about Grades

*Please keep in mind that, as a diligent, experienced professional, I have unusually high standards when it comes to course safety. I've analyzed many courses. I've seen lots of errant throws. As a leader in the sport, I'm more concerned about the long-term health of the sport than any risk-driven adjustments to an individual course. Accordingly, my "D" grade ("resolve as soon as possible") might be someone else's "B" grade ("acceptable").*

*When I give a hole a low grade, it doesn't mean that the risk is any worse than other courses. It just means that I know we should do better. In my experience, most courses have many C's and a few D's as well. And roughly 5% of courses at least one F. Such is the nature of a fast-growing sport which hasn't yet established consistent, mature design practices and standards.*

*To get an "A" grade, a hole must have excellent separation from other activities and other holes (i.e., extremely unlikely anybody's in the flight path), with excellent visibility for the thrower to see wherever their disc might fly. Such optimum holes are uncommon in regions where open space is at a premium – including most parks in metropolitan areas, and including some of my own designs.*

*In the real world, where communities strive to provide healthy recreation to as many community members as possible, a course with mostly B's and a few C's is reasonably solid from a safety perspective – and much safer than an average course where, despite their weaknesses, serious injuries are very rare.*

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## Grade Definitions

- **"A"** - No significant risk
- **"B"** - Low risk
  - Much better than average.
- **"C"** - Medium risk
  - Acceptable, but not great. Should mitigate as many C's as time and budget allow.
  - Multiple minor mitigations are likely available; may be able to make a significant improvement with some combination of options.
  - Reminder: If all the holes on a course are C or better, the course is safer than the typical course in this region. Reminder: Even on a typical course with lower grades, being injured by a disc is very rare.
- **"D"** - High risk
  - Must be resolved as soon as possible – within months, not years.
- **"F"** – Extreme risk
  - 100% unacceptable for any period of time
  - Hole should not be played until the risk is resolved.

# SAFETY ASSESSMENT

## Summary: Safety Assessment

Overall, the course about average from a safety perspective. Which means two things that may seem contradictory:

1. The course has multiple safety risks that should be resolved as soon as possible. And several more, though less critical, that should also be mitigated as time and budget permit. (*Again, Miller Park is not unusual in this assessment. Most courses have significant safety issues.*)
2. The probability of a serious injury caused by a thrown disc is extremely low. (*As noted above, serious injuries are very rare, despite the general lack of maturity in course design practices and standards.*)

### The main factors impacting safety

- The course is cramped. The area in play is small for the number of holes and the length of the holes.
  - The tees and especially baskets are located close to areas where other park users routinely walk, play, or congregate. The main pathways and picnic areas are overexposed to potential errant disc flights.
  - Holes overlap each other, resulting in discs frequently flying into adjacent fairways.
- At times, the course area is crowded with non-golfers, especially the grassy meadow on school days (holes 1-3, 10-12). (This is a **Major concern**.)
  - On weekday mornings, noon-ish, and afternoons during the school year, roughly 50-100 kids may pass through the park during a short period of time. In the afternoon, most stay on the main path as they head to the parking lot or playground, but many don't. (Even if they do stay on the main path, it's less than ideal from a safety perspective.)
  - The main grassy area may also be crowded with non-golfers on some mild weather weekends.
- Several fairways are “blind” from the tee – i.e., players cannot see where they’re intending to throw.
  - Most of these blind spots are within the course itself, where the person at risk is more likely to be another golfer than a non-golfing visitor.
- Multiple mandatories have limited effectiveness keeping discs out of risky areas because there’s not enough natural buffer to block errant flights. (*Definition: A “mando” is an arrow attached to an obstacle, typically a tree, which indicates the correct side that the disc must pass the obstacle.*)
  - Some players won’t notice or understand the mando’s guidance.
  - Some players will recognize the mando, but choose to ignore it.
  - Most players will recognize the mando and attempt to abide by it, but that doesn’t guarantee their disc will fly where intended.



## More Context about Grades

For the following grades and observations, I'm pairing the front nine and back nine holes. Because they share fairways, they will usually receive similar assessments and recommendations.

On most disc golf holes, the potential harm near the tee is “high” at a minimum, because that’s where the disc is flying fastest and other people have the least time to react. But that’s not a problem where there’s extremely low probability of a problem occurring in the first place – which is usually the case.

## Chart with Grades and Ratings (Google doc)

HOLE	CURRENT GRADE	MITIGATED GRADE	CURRENT RISK: NEAR TEE		CURRENT RISK: IN FAIRWAY		CURRENT RISK: NEAR BASKETS	
			Probability	Severity	Probability	Severity	Probability	Severity
1	C-	B-	Extremely Low	High	Moderate-to-High	Low-to-Moderate	Moderate-to-High	Low
10	C-	B-	Very Low	Extremely High	Low-to-Moderate	Low-to-Moderate	Very High	Very Low
2	D	C+	Very Low	Extremely High	Low-to-Moderate	Low-to-Moderate	Very High	Very Low
11	D	C+	Very Low	Very High	Moderate-to-High	Low-to-Moderate	Very High	Very Low
3	C-	B-	Very Low	Very High	Moderate-to-High	Low-to-Moderate	Very High	Very Low
12	C-	B-	Extremely Low	High	Moderate-to-High	Low-to-Moderate	Very High	Very Low
4	C	C	Extremely Low	High	Moderate-to-High	Moderate	Low-to-Moderate	Very Low
13	C	C	Extremely Low	High	Moderate-to-High	Low	Moderate-to-High	Low-to-Moderate
5	C-	B-	Extremely Low	High	Moderate-to-High	Low-to-Moderate	Moderate-to-High	Low-to-Moderate
14	C-	B-	Extremely Low	High	Moderate-to-High	Very High	Very Low	Very Low
6	D	C	Very Low	Very High	Moderate-to-High	Very High	Very Low	Very Low
15	D	C	Very Low	Very High	Moderate-to-High	Very High	Very Low	Very Low
7	C	B-	Extremely Low	High	Moderate	Moderate	Moderate-to-High	Moderate
16	C-	C+	Extremely Low	High	Moderate	Moderate	Moderate-to-High	Moderate
8	B-	B-	Very Low	Very High	Very Low	Low-to-Moderate	Very Low	Very Low
17	B-	B-	Very Low	Very High	Very Low	Low-to-Moderate	Very Low	Very Low
9	B-	B-	Extremely Low	Very High	Moderate	Moderate	Extremely Low	Very Low
18	B-	B-	Extremely Low	Very High	Moderate	Moderate	Extremely Low	Very Low

## HOLE-BY-HOLE GRADES

**Hole #1: C-**

**Hole #10: C-**

### Risk Summary

- Near the tee (first 50 feet): Extremely low probability of a disc flying into a risky space; if it happens, high potential harm. Primary risk is to disc golfers.
- Fairway: Moderate-to-high probability of a disc flying into a risky space; if it happens, low-to-moderate potential harm. Primary risk is to disc golfers, some to non-golfers.
- Near the baskets (final 50 feet): Moderate-to-high probability of a disc flying into a risky space; if it happens, low potential harm. Primary risk is to non-golfers.
- Major concerns:** Pulled flights from the tee that miss the mando; overthrows and pulled shots (both from the tee and fairway) that cross the pedestrian path.



### Observations

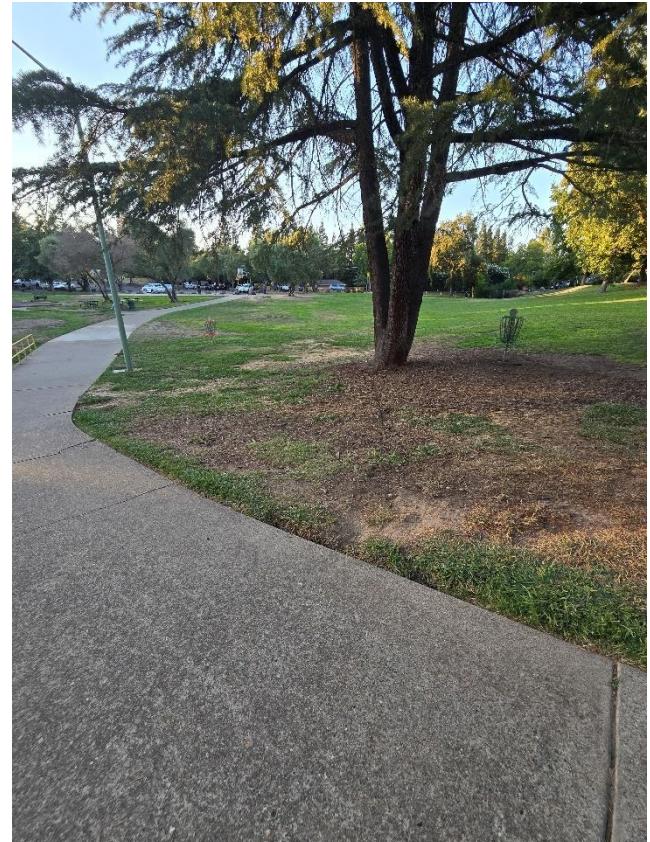
- The mando helps protect the main path to the right of the fairway, but it's not sufficient.
  - (good) Most players successfully fly their disc to the left of the mando arrow.
  - Errant flights, pulled right of the mando, have little natural buffer to stop them from reaching the main path or basketball courts.
  - Re-teeing after missing the mando gives someone who has already demonstrated inaccuracy another opportunity to make a high-risk error.
- Errant flights often go into #3/#12 fairway and sometimes #2/#11 fairway.
  - (good) Visibility is wide open between this hole and the adjacent holes. Players can see discs in flight and call out when necessary.
  - Kids enjoy this space with lush grass and big shady trees. The lack of disc golf equipment mid-fairway may reinforce a false sense of safety when passing through this area.
- Both baskets are very close to the main path. Roughly 10% of flights land on or across the path.
  - (good) Most players are not good enough to throw a disc from the tee, around the mando, and all the way to the basket. Most flights which fly on or across the path are from short distance, flying slowly.
  - (good) Up close, players make better judgments about when non-players are within range. From close distance, most errors in judgment or execution are very unlikely to cause a significant injury.
  - For the 5-10% of players who can reach the baskets from the tee, flying to or across the main path is only maybe 5 degrees offline from almost 300 feet -- not a terribly inaccurate flight. The main path is very much at risk for these players.

### Insight

*Higher skilled players, who throw farther than others, also tend to have better awareness and etiquette – i.e., they're more cautious when non-players are within range. Nonetheless, it's common for players of all skill levels to underestimate their potential inaccuracy when the risk is far away.*



#1/#10 tee. Mando (on tree straight ahead) intends to keep flights away from right side of the fairway. But it's easy to throw to the wrong side, even if you're trying to follow the rules.



*B (short, right) position on #1/#10, only 14 feet from path.  
Throws from any distance may fly across the path.*

*A (long, left) position on #1/#10, only 28 feet from path.  
Fairly good flights, pulled right, may fly across the path.*

## Hole #2: D

## Hole #11: D

### Risk Summary

- Near the tee (first 50 feet): Very low probability of a disc flying into a risky space; if it happens, extremely high potential harm. Primary risk is to non-golfers.
- Fairway: Low-to-moderate probability of a disc flying into a risky space; if it happens, low-to-moderate potential harm. Some risk to both golfers and non-golfers.
- Near the baskets (final 50 feet): Very high probability of a disc flying into a risky space; if it happens, very low potential harm. Primary risk is to non-golfers.
- Major concerns:** Pulled flights from the tee toward BBQ/picnic people who are very close to the tee; several minor concerns.

### Observations

- The sheltered, reservable picnic area is close to the tee and not very far offline from a good shot.
  - The BBQ grills are only 15 feet to the right of an ideal flight, and less than 30 feet from the tee.
  - (good) The proximity of the picnic area makes it easy for golfers to see if anyone might be within their range – and wait or communicate to throw when safe.
  - Players may hesitate to ask someone to temporarily relocate if they are in the middle of cooking.
  - Although the probability is very low, this is the most likely location for a very serious injury.**
- (good) The series of mandos do help keep flights within the trees and away from risky areas.
  - The presence of mandos does not guarantee compliance or accuracy.
  - (good) After missing any of the mandos, players use a drop zone in the fairway rather than re-teeing.
- The path along the tennis courts and the bench near the walkway junction are somewhat exposed to slightly pulled, mid-velocity flights that slip under the canopy of the large trees.
  - The bench and mid-fairway paths get some use, but not much.
- Errant flights often go onto #3/#12 fairway and sometimes #1/#10.
  - (good) Visibility is wide open between this hole and the adjacent holes. Players can see discs in flight and call out when necessary.
- The baskets are located very close to paved paths. The deeper positions result in discs flying across paths ~70% (B) to ~100% (C) of the time.
  - (good) The paths near the baskets get very little use.
  - Flights to and across those paths may be frequent, but the vast majority are low velocity. Rare for a higher-speed throw to reach these paths.
  - The C position, near the corner of the fence, is exposed to people walking on the grass past the fence. But visibility through the fence is good; players won't throw blindly.
  - (good) Flights over the tennis courts are extremely rare.



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## Insights

*Risks near the tee are most concerning because that's when the disc is flying its fastest of all throws on the course. And there's little opportunity for anyone to see and avoid an errant throw.*

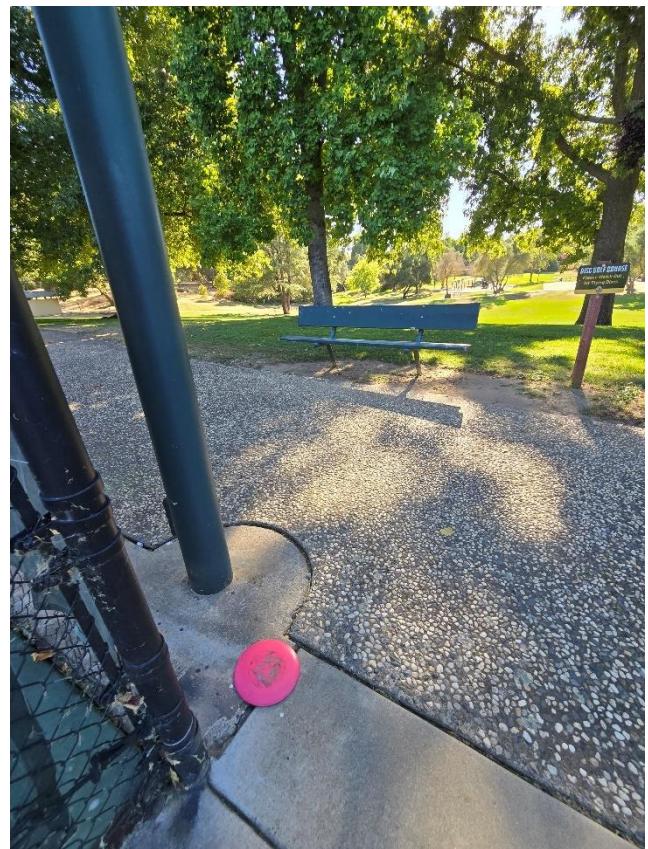
*As a percentage, the majority of errant flights fly relatively slowly by lower-skilled players, usually landing short and left of the ideal result. However, from a risk perspective, the most common scenario for a severe injury is a higher speed flight pulled to the right by a strong player.*

*As a general rule, designers should account for the potential presence of people some distance away from "fixed location" activities like picnic benches and playgrounds. People tend to be active around those areas, not completely stationary within the areas.*

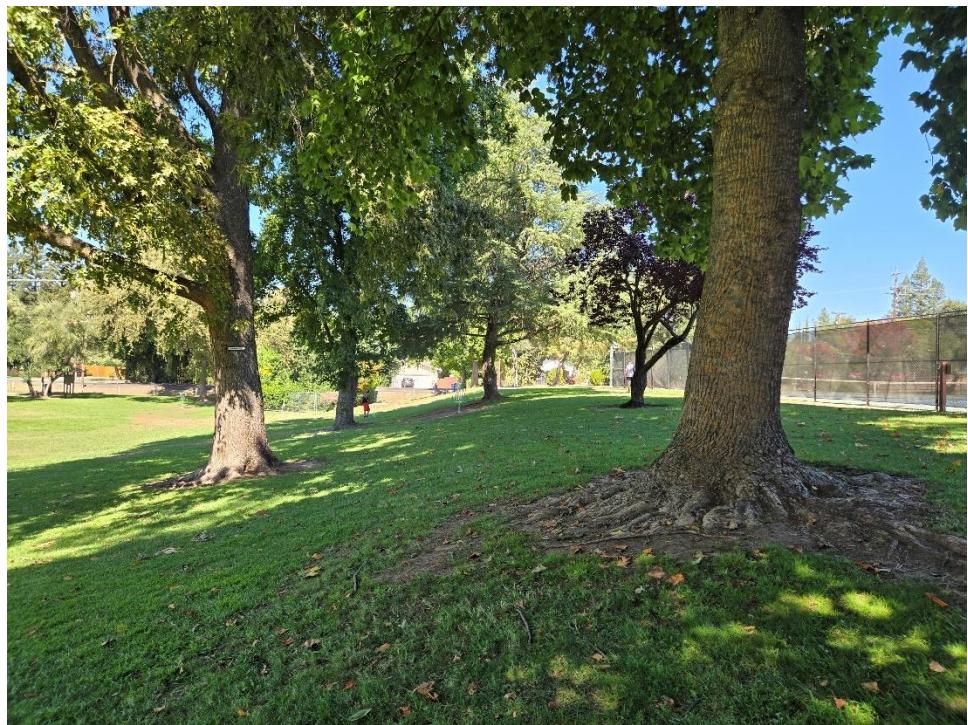
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**#2/#11 tee. The BBQ grills are only 15 feet to the right of an ideal flight, and less than 30 feet from the tee. Although the probability is very low, this is the most likely location for a very serious injury.**



*A bench faces the tennis courts along right side of #2/#11 fairway. Mandos encourage flights parallel to the path, but low, pulled shots can easily reach this seldom-used path and bench.*



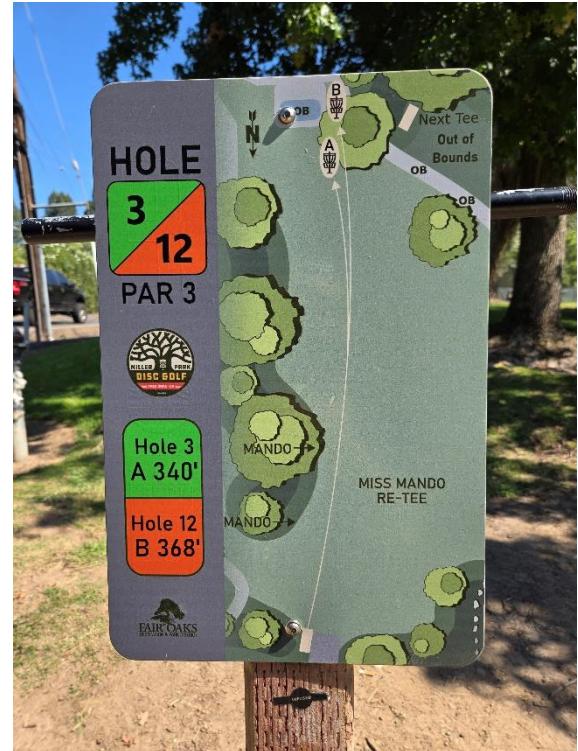
*Mandos route the #2/#11 fairway through big trees to multiple basket positions near or across a seldom-used path. The low canopy keeps nearly all flights from landing on the courts.*

## Hole #3: C-

## Hole #12: C-

### Risk Summary

- Near the tee (first 50 feet): very low probability of a disc flying into a risky space; if it happens, very high potential harm. Primary risk is to disc golfers.
- Fairway: moderate-to-high probability of a disc flying into a risky space; if it happens, low-to-moderate potential harm. Primary risk is to disc golfers, some to non-golfers.
- Near the baskets (final 50 feet): very high probability of a disc flying into a risky space; if it happens, very low potential harm. Primary risk is to non-golfers.
- Major concern:** Overthrows and pulled shots that cross the pedestrian paths (both from the tee and from the fairway); some minor concerns.



### Observations

- On the tee, the fenced enclosure to the right slightly reduces visibility.
  - Low risk that people will be walking past the front of the tee from the practice basket area.
- The two mandos on the left are intended to separate this fairway from #2/#11.
  - Only weak/bad throws go into the early trees on the left, given all the open fairway straight ahead and to the right.
  - Flights over 275 feet may curve around the first trees on the left, landing in the #2/#11 fairway.
  - On this hole, re-teeing after missing a mando is a reasonable option for safety.
- Most flights go into #1/#10 fairway, as there's no natural separation between these two parallel fairways.
  - (good) Visibility is wide open between this hole and the adjacent holes. Players can see discs in flight and call out when necessary.
  - Kids enjoy this space with lush grass and big shady trees. The lack of disc golf equipment mid-fairway may reinforce a false sense of safety when passing through this area.
- If a tee shot is pulled right, the disc can fly across the path at various points, depending on player's power.
  - More players can reach the path 250 feet away with a hard pull to the right, but pulling that far right is a fairly unusual mistake.
  - Fewer players, perhaps 10%, have the power to reach the path 300 feet away, but doing so only is only slightly offline. Throwing over 300 feet in distance and ~30 feet offline -- a good shot for most players.
- Both baskets are very close to the bathroom sidewalk and main path. Roughly 20% of players throw a disc onto or across the sidewalk or path.
  - From mid-fairway – 200 feet from the green, give or take – slightly pulled flights can easily fly to or across the path to the short-right of the green.
  - (good) Most players throw their shots to the green from within 100 feet, which means relatively slow flights. Thus, errors in judgment or execution are very unlikely to cause a significant injury.
- Bathroom users are not visible to golfers and may suddenly appear where even a slight overthrow would reach them. Visibility is equally lacking if people are walking down the sloped path beyond the bathrooms.
  - (good) The tree canopy near the baskets forces most flights low. The vast majority of flights reaching or crossing the path are likely to be skipping or sliding across, with low velocity.



*Tee for #3/#12 points toward baskets at opposite end of meadow. Two mandos encourage flights to right of #2/#11 green/fairway. A strong player has no obstacles toward the path 300 feet away.*



*Both A and B baskets on #3/#12 bring the path into play, as a pin-high shot only needs to be slightly offline to cross the path. The A (shorter) position, near the multi-trunked tree, is 28 feet from the path.*



*The B (longer) position on #3/#12 is on a small peninsula, about 10 feet from paths on three sides.*



*A player in the fairway of #3/#12 can't see somebody about to leave of bathroom, suddenly crossing into the landing area. The bathroom also blocks visibility to the railed pathway.*

## Hole #4: C

## Hole #13: C

### Risks Summary

- Near the tee (first 50 feet): Extremely low probability of a disc flying into a risky space; if it happens, high potential harm. Primary risk is to disc golfers.
- Fairway: Moderate-to-high probability of a disc flying into a risky space; if it happens, moderate potential harm. Primary risk is to disc golfers.
- Near the baskets (final 50 feet): Low-to-moderate chance of a disc flying into a risky space; if it happens, very low potential harm. Primary risk is to disc golfers.
- Major concerns:** No major concerns; several minor concerns.

### Observations

- The tee pad ends inches short of a small retaining wall. Players may injure themselves during follow-through, or when attempting to avoid a normal follow-through.
- The fairway shares lots of space with the fairway for #9/#18, and also #6/#13 fairway, to a lesser extent.
- The first mando, directing players to the left of the first tree on the right, helps protect the greens on holes #9/#18, but it's not sufficient.
  - (good) Most players successfully execute the mando by flying their disc to the left of the mando arrow.
  - There's nothing to block pulled drives to the right toward the B and C greens on #9/#18, except bushes a few feet away from those baskets.
- (good) The mandos on the left do encourage players to fly their discs to the safe right side of #5/#12 tee box. The trees on the left also provide a buffer/disincentive for flights going too far left from the tee.
  - (good) The screen protecting #5 tee is well-placed.
  - The struggling tree near #5/#14 tee is propped up. In coming years, it will probably be cut or removed, losing some of the buffer protecting those players.
- Re-teeing after missing any of the mandos gives someone who has already demonstrated inaccuracy another opportunity to make a high-risk error – particularly if they missed the mando on the right.
  - A forward drop zone would also increase visibility to the targets, thus reducing or eliminating the risk of throwing blindly into other people.
- Well-thrown flights crest the hill and fly blindly toward several potential areas of risk, mandos notwithstanding: #9/#18 fairway, behind the #5/#14 tee, and the hidden greens on this hole itself.
- All three basket locations and greens are exposed to flights from other holes.
  - When the basket is in A, discs landing within 30-40 feet are exposed to blind flights on hole #6/#15.
  - When the basket is in B, it's in the main fairway for holes #9/#18. None of the basket positions on #9/#18 appear to avoid this conflict.
  - When the basket is in C, lies within 30-40 feet on either side of the baskets are also exposed to blind or obstructed-view flights from holes #6/#15 and #9/#18, respectively.
- Once players are close enough to see the basket, there are no significant risk scenarios for disc flights.





*The tee pad on #4/#13 ends abruptly right before a small retaining wall. The fairway ahead is bracketed by multiple mandos, seeking to keep flights and players out of parallel fairways.*



*Net, mando on left side of #4/#13 to protect tee on #5/#14.*



*4 basket positions, progressively downhill & blind from tee.*

## Hole #5: C-

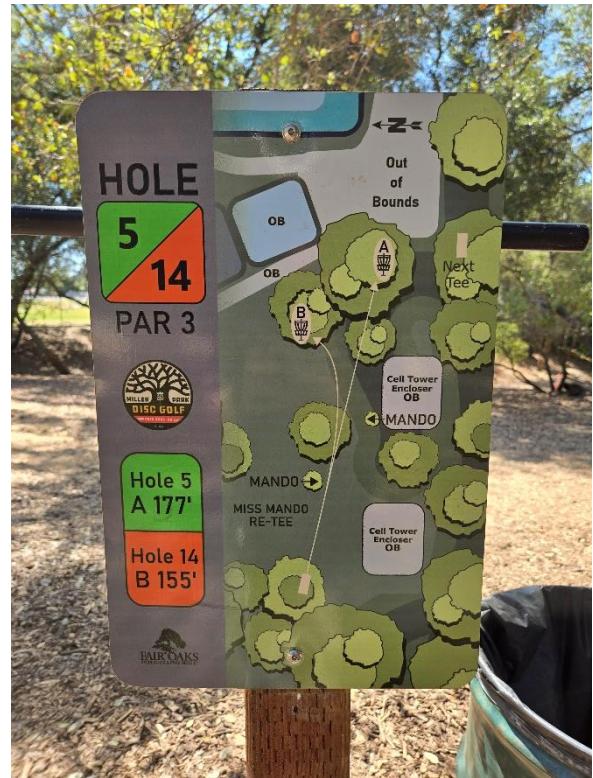
## Hole #14: C-

### Risk Summary

- Near the tee (first 50 feet): Extremely low probability of a disc flying into a risky space; if it happens, high potential harm. Primary risk is to disc golfers.
- Fairway: low probability of a disc flying into a risky space (safety-wise); if it happens, low-to-moderate potential harm. Primary risk is to disc golfers.
- Near the baskets (final 50 feet): moderate-to-high probability of a disc flying into a risky space; if it happens, low-to-moderate potential harm. Primary risk is to non-golfers.
- Major concern:** Overthrows from the tee and fairway can easily cross the gravel path; some minor concerns.

### Observations

- As noted above, the tree left of the tee is being propped up. In coming years, it will probably be cut or removed, losing some of the protection for the players.
- The two utility enclosures come into play, especially the second (easterly) one.
  - Retrieving discs from the enclosures presents a different potential risk – a player potentially injuring themselves. (*I don't know how prevalent this is.*)
  - Rarely, a player or other person may appear suddenly from behind the second enclosure, at risk of a mid-fairway flight.
- The two mandos do help keep flights within the trees and away from risky areas, but not especially well.
  - The presence of mandos does not guarantee compliance or accuracy.
  - On this hole, re-teeing after missing a mando is a reasonable option for safety. A forward drop-zone would improve visibility to/beyond the baskets; but it would also encourage overthrows.
  - The mando on the left is key. If a flight goes left, either accidentally (missing left is the most common error by lower-level players) or intentionally (the A position is easily accessible around the left), this is the shortest distance to the gravel path close behind the baskets.
- Though the holes are very short, visibility to the greens at the bottom of the hill is somewhat limited.
  - It's hard to see someone walking behind the baskets – especially near the B position to the right.
  - Players on the #6/#13 tee are very slightly vulnerable to relatively good flights to the B position -- flights that get through all the trees, but drift too far right, running out of gas as they reach the tee.
- (good) The wood posts between the baskets and the path encourage non-golfers to continue down the path rather than wandering near or in front of the baskets.
- The B position is elevated several feet, which motivates many players to throw the disc higher and farther than if the basket was standard height.
  - From within 50 feet, about 25% of short throws/long putts will fly past the elevated baskets and onto or beyond the gravel path.
  - The area beyond the posts is out-of-bounds, intended to discourage overthrows. Similar to the limited effectiveness of mandos, many players may not be aware of this rule or may choose to disregard it.





*A good tee shot on #5/#14 will fly between two mid-fairway mados, which help discourage shots into the utility enclosures.*



*A gravel path is close behind baskets on #5/#14. The elevated basket results in many discs onto the path.*



*Elevated basket (A) on #5/#14 is 14 ft from posts, 31 ft from court. The B position is 28 ft from posts.*

## Hole #6: D

## Hole #15: D

### Risk Summary

- Near the tee (first 50 feet): Very low probability of a disc flying into a risky space; if it happens, very high potential harm. Primary risk is to disc golfers.
- Fairway: moderate-to-high probability of a disc flying into a risky space; if it happens, very high potential harm. Significant risk to disc golfers and non-golfers.
- Near the baskets (final 50 feet): Very low probability of a disc flying into a risky space; if it happens, very low potential harm. Primary risk is to disc golfers.
- Major concern:** Blind flights from the tee which are intended to fly directly down a well-worn social trail; some minor concerns.

### Observations

- (good) The tee backs up to the edge of the parking lot and throws directly away from it.
- (good) The school fence along the left ensures the vast majority of flights stay within the park; probably extremely rare for a flight to go over the fence on the drive or other throw.
- (good) The two utility enclosures help separate this fairway from #5/#14.
  - The first enclosure to the right, as noted above, presents a different kind of safety issue – a player potentially injuring themselves trying to retrieve their disc. (*I don't know how prevalent this is.*)
- The hole encourages a hard straight flight, staying low as it crests the hill mid-fairway, continuing fast toward the greens. The 2nd half of the fairway is blind from the tee.
  - Beyond the crest of the hill, a well-worn social trail goes down the middle of the fairway. Even though the wooded area doesn't have nearly as much non-golfer foot traffic as the grassy area, this social trail is the most likely place for a non-golfer to be walking in the wooded area. If they're walking from west-to-east, they will not be visible from the tee, may not have been seen on the course at all, and may be walking directly into the ideal flight.
  - Disc golfers on #6/#15 fairway may also be out of sight to players on the tee. But it's likely those players would have been noticed by the group as they played hole #5/#14, which normally leads to players actively confirming that the fairway has cleared.
  - This is the most likely location on the course for a serious injury. An accident here is more likely than #2/#11, but the potential harm is greater there.**
- From mid-fairway to the greens, there is minor chance of flying into the same area as overthrows on #4/#13, or going right into #9/#18 fairway. Visibility is good, velocities are low; not a significant concern.
- The hillside below the B position has been reinforced with decent makeshift retaining. It probably improves footing and reduces erosion a little, but the hill is probably slippery during wet weather.



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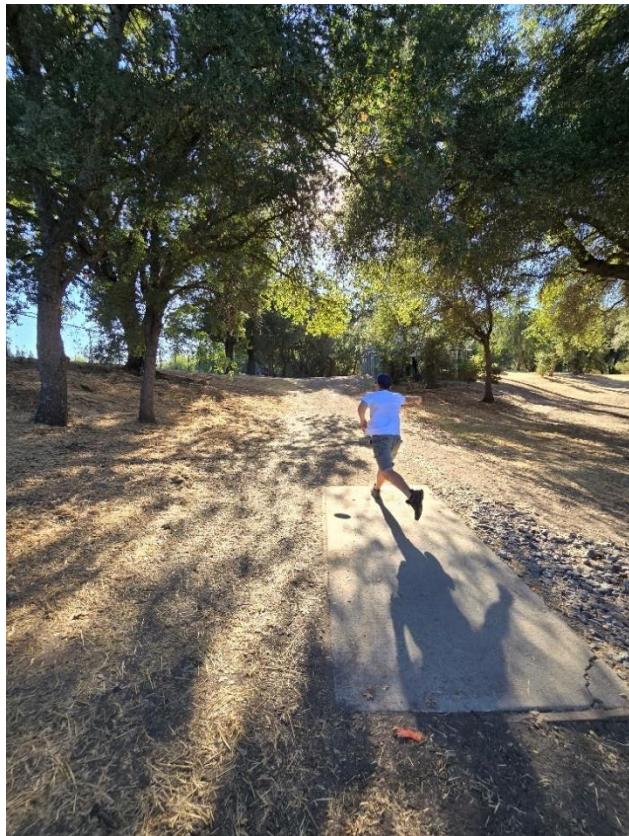
**Insight**

*As a general principle, the best way to avoid a high-risk area is to throw directly away from it. Most tees on this course reflect that idea, throwing away from the street, primary paths, or, in this case, the back parking lot.*

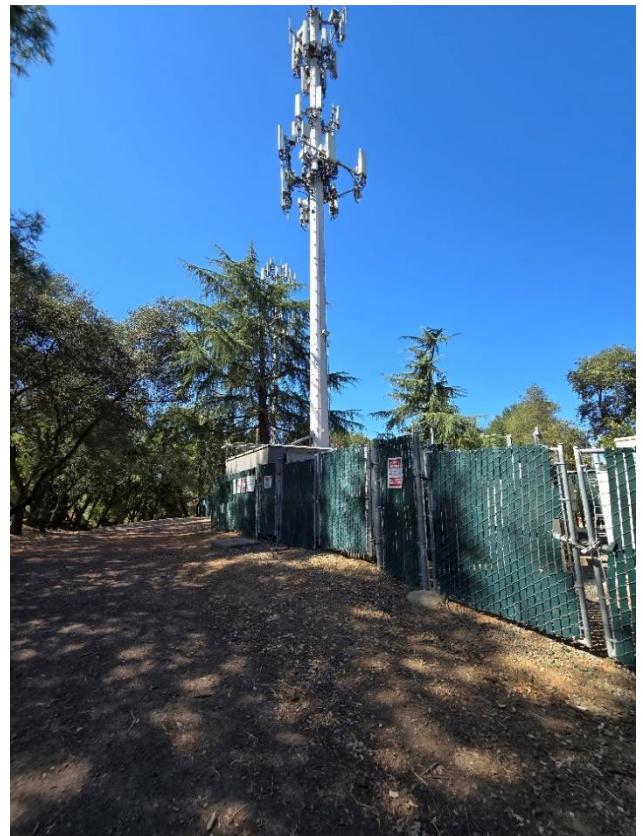
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*The tee for #6/#15 is just beyond the dirt parking area. It's a popular entry point for walkers.*



*Golfers on #6/#15 throw long, blind shots over a hill.*



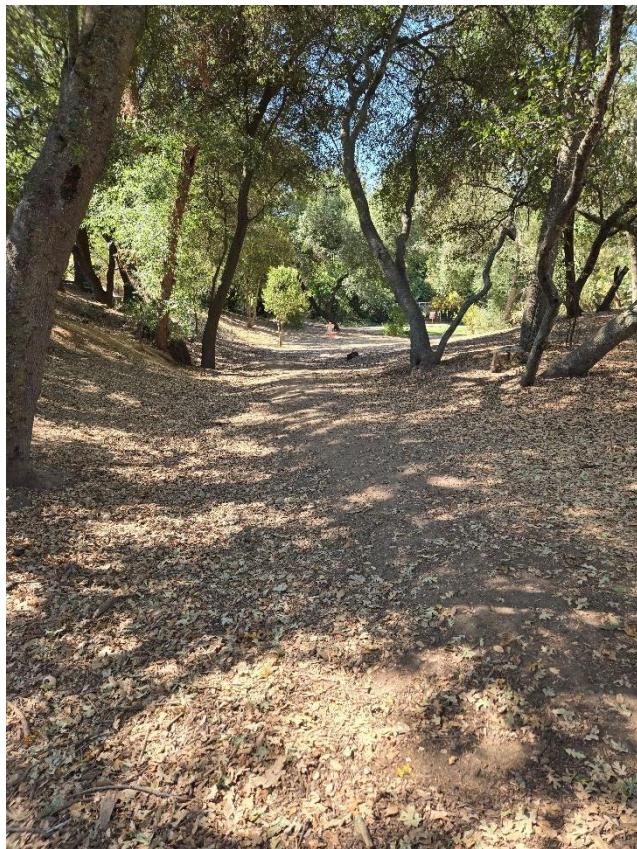
*Utility area often comes into play on right side of #6/#15.*



*Fence on left side of #6/#15 protects the school fields. It rarely comes into play.*



*A dog walker disappears over hill in middle of #6/#15 fairway. From opposite direction, walkers may enter the ideal flight path without the thrower's awareness.*



*Looking from crest of hill down toward #6/#15 greens.*



*Well-worn social path inviting walkers up #6/#15 fairway.*



*Make-shift retaining/erosion control on steep green of B position on #6/#15.*

## Hole #7: C

## Hole #16: C-

### Risk Summary

- Near the tee (first 50 feet): Extremely low probability of a disc flying into risky space; if it occurs, high potential harm. Primary risk is to disc golfers.
- Fairway: Moderate probability of a disc flying into a risky space; if it happens, moderate potential harm. Primary risk is to non-golfers.
- Near the baskets (final 50 feet): Moderate-to-high probability of a disc flying into a risky space; if it happens, moderate potential harm. Primary risk is to non-golfers.
- Major concern:** Flights from tee landing near creek or long right where non-golfers, kids in particular, may not be visible when throwing; also some minor concerns.

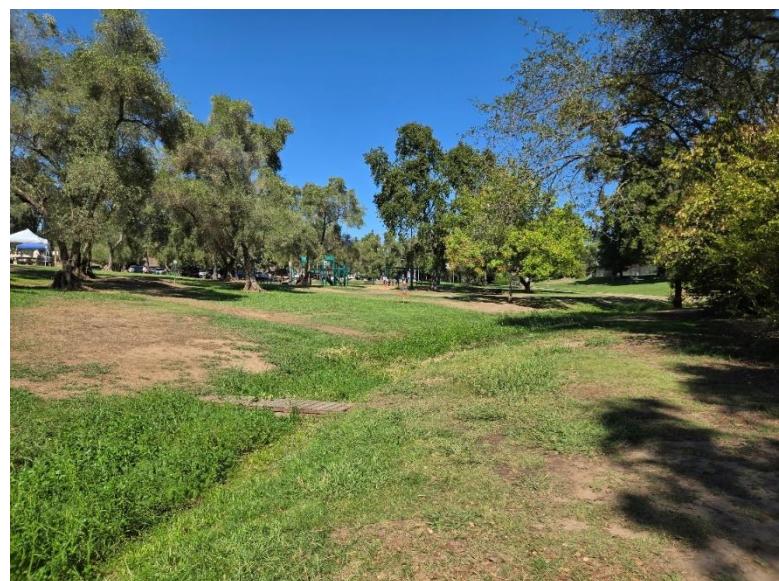
### Observations

- The large, wide, elevated tee serves 4 holes on 2 fairways – #7/#16 and #9/#18.
  - The tee itself presents an extremely minor potential impact on safety, as people on the course may not pay attention if they think the players are throwing to the other hole.
- Unseen people, especially non-golfers, may be present in common landing areas from mid-fairway to and beyond the greens. These people are likely moving around, making awareness and judgment more difficult for disc golfers.
  - Right side of mid-fairway: Branches overhang the grass and creek area. Roughly 25% of drives (of players who can throw hard enough) deflect off the branches and drop below. Some of these blocked flights may have continued farther down the right side of the fairway, where the chance of somebody being in the landing area gets higher as it goes.
  - Long-right in/near the creek: About 10% of the longer flights fly cleanly long and to the right, landing in or near the creek, roughly at or beyond “pin high” with the B position. Kids in particular like to play in/along the creek, located about 90 feet downhill from the playground.
- The green for the B position on #8/#17 is highly exposed to flights from the tee on this hole. Errant shots falling short and to the left – the most common miss – may land near B position for #8/17.
- The green areas are also vulnerable to people entering the space unexpectedly, coming from the nearby playground or large reservable picnic area. B position is a slightly higher risk, given its relative proximity to the playground and creek.
  - Visibility is better toward the baskets than along the creek itself – i.e., disc golfers are more likely to be aware of people near the baskets, and wait for the area to clear.
  - For most players, it’s challenging to reach either of these baskets from the tee. Most shots into the greens are from much shorter distance, with ample opportunity for the disc golfer to be aware of someone already within or possibly entering the range of their flight.
- (good) The drop zone for the missed mando is near the overhanging branches mid-fairway right, resulting in approach shots with excellent visibility to the greens and anybody who might enter the space.
- (good) The simple bridge crossing the creek – an element which may draw unexpected people – is clearly visible from the tee.





#7/#16 tee, shared with #9/#18. Mando mid-fairway on left side, but drop zone is on the right.



Short drives or missed mando present this shot on #7/#16. Simple bridge across creek.



Approach shots / long putts on #7/#16. A position left, B position right.



*Looking back toward fairway behind #7/#16 greens.*



*Perspective pulled farther back on #7/#16, to edge of playground.*



*Creek roughly 50 feet beyond baskets on #7/#16. Directly downhill from playground.*

## Hole #8: B-

## Hole #17: B-

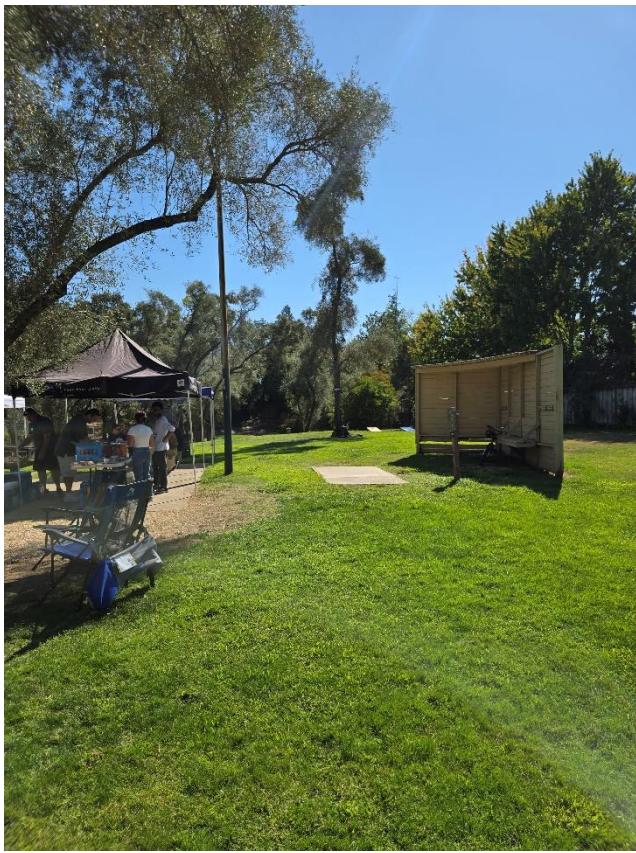
### Risk Summary

- Near the tee (*first 50 feet*): Extremely low probability of a disc flying into a risky space; if it happens, very high potential harm. Primary risk is to non-golfers.
- Fairway: very low probability of a disc flying into a risky space; if it happens, low potential harm. Primary risk is to disc golfers.
- Near the baskets (*final 50 feet*): very low probability of a disc flying into a risky space; if it happens, very low potential harm. Primary risk is to disc golfers.
- Major concern:** No major concerns; some minor concerns.

### Observations

- The tee is very close to a large, reservable picnic area that probably gets limited use due to lack of shade.
  - The tee is forward and apart from the picnic area just enough that flights into stationary picnickers is extremely unlikely.
  - However, picnickers should not be assumed to be stationary. The layout of the picnic area and the position of the tee would rarely result in someone unknowingly wandering in front of the tee as someone throws. And players would easily see this happening before they throw.
  - Having the tee so close to the picnic area is not ideal, but the risk is very low.
- To prevent flights from going into neighbors' yards, a shelter was constructed to the right and slightly forward of the tee, and mesh screens were installed above the conventional fence along the property line.
  - These barriers block 70-80% of the shots that would have gone into the yards otherwise.
- Several mandos are also intended to minimize flights into neighbors' yards.
  - There's plenty of room between the shelter and the first mando for discs to fly to or over the fence.
  - Re-teeing after missing the mando gives someone who has already demonstrated inaccuracy another opportunity to make a problematic error.
- As noted above, the green for the B position is located in the fairway for hole #7/#16.
  - The A and C positions on this hole are more enjoyable, so B is rarely played.
- Retrieving discs from problematic areas presents a different kind of potential risk – a player potentially injuring themselves.
  - Players may climb over or cut through the fence to retrieve discs that fly into private property.
  - The brush behind the C position, "inside circle one" (10 meters), includes some blackberries.





*Reservable picnic area adjacent to tee #8/#17.*



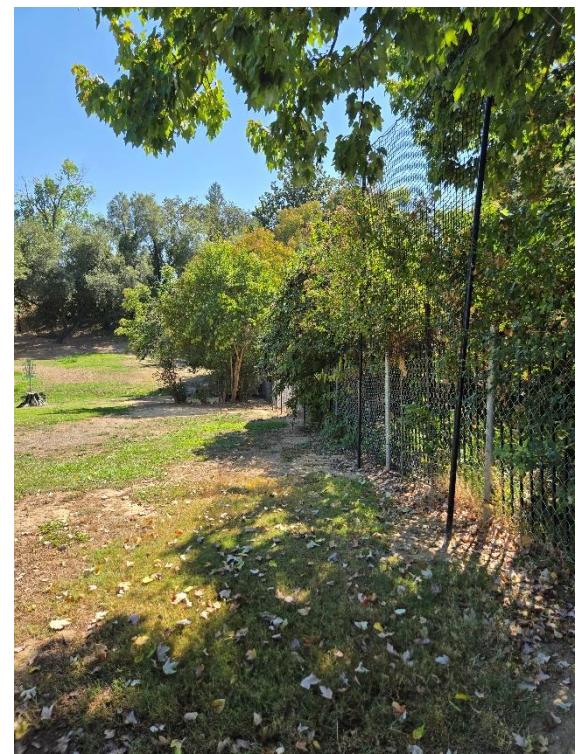
*Shelter/barrier seeks to reduce flights over fence on #8/#17.*



*Tee on #8/#17 is close to picnic area. First mando on right seeks to keep flights away from fence.*



*Both popular basket positions – A & C -- are elevated on #8/#17.*



*Netting seeks to prevent flights over fence on #8/#17.*



*Simple bridge crosses creek between A position and C position (shown here) on #8/#17.*

## Hole #9: B-

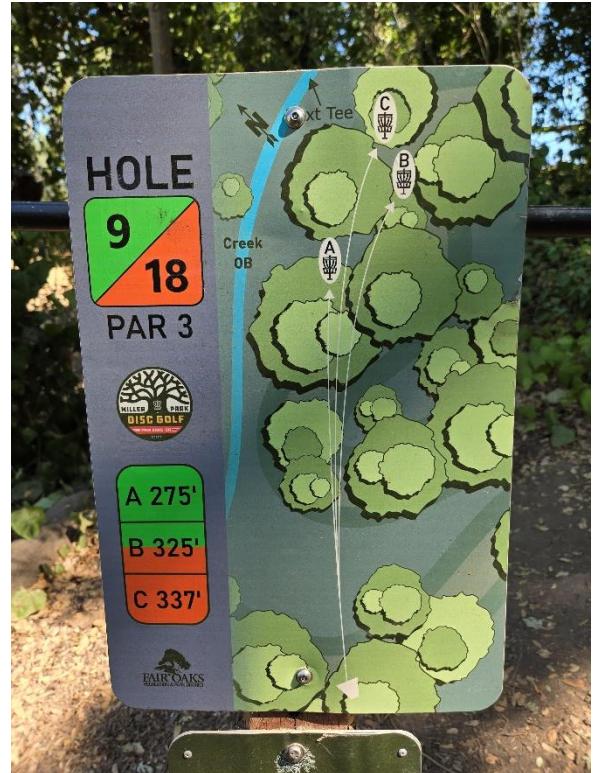
## Hole #18: B-

### Risk Summary

- Near the tee (*first 50 feet*): extremely low probability of a disc flying into a risky space; if it happens, very high potential harm. Primary risk is to disc golfers.
- Fairway: moderate probability of a disc flying into a risky space; if it happens, moderate potential harm. Primary risk is to disc golfers.
- Near the baskets (*final 50 feet*): very low probability of a disc flying into a risky space; if it happens, very low potential harm. Primary risk is to disc golfers.
- Major concern:** No major concerns; several minor concerns.

### Observations

- The large, wide, elevated tee serves 4 holes on 2 fairways – #7/#16 and #9/#18.
  - The tee itself presents an extremely minor potential impact on safety, as people on the course may not pay attention if they think the players are throwing to the other hole.
- The fairway is narrow with many small trees to navigate.
  - Deflections can fly sideways, at reduced velocity, into the adjoining fairways.
  - (good) The dense privet downslope of the main fairway provides an effective buffer separating the hole from the grassy area and creek.
- As detailed above, the baskets positions and greens on #4/#13 can easily come into play on this hole.
  - The B position on #4/#13 is located in the main fairway for this hole. There does not appear to be any basket position(s) on this hole that, if paired with 4B, would significantly reduce the potential conflict.
  - From the tee or early fairway, players on this hole have a clear or partially obstructed view of people on the second half of #4/#13. A good shot on this hole, however, will fly into areas where players on #4/#13 may be hidden.
- The greens are compact, with vegetation close to the basket, especially in the C position. This provides a bit of additional buffer from errant flights on #4/#13.
- The eroded right-to-left downslope, all along the second half of the hole, may be slippery during wet weather – including the rough-cut steps going down toward the creek from near the A position.





#9/#18 shares a tee with #7/#16; its fairway splits right into wooded space.



#9/#18 has a narrow entry gap into the back half of its fairway.



Late fairway on #9/18 has many obstacles and a fairly steep side slope.



*Looking back toward tee through narrow mid-fairway entry gap on #9/#18. Tough hole.*



*Erosion and maintenance factors in sloped areas near greens on #9/#18. Above, green cover conceals the sleeve for C position.*



*Looking back into fairway from behind A (short) position on #9/#18.*



*B position on #9/#18 is tucked snugly among trees and brush. Challenging.*

# MITIGATION RECOMMENDATIONS

## Summary: Mitigation Recommendations

### Primary mitigation techniques

- Install barriers to block risky flights – trees, hedges, fences
- Move baskets away from pedestrian paths
- Redirect non-golfer foot traffic; modify paths
- Close course when lots of school kids are moving through the park
- Add caution signage

### Recommended mitigations: Estimated quantities

- Plant ~20 new trees
- Install ~150 feet of 6-foot fence; add ~200 feet of 4-foot extension atop existing fence
- Plant 100 linear feet of hedges
- Relocate 4 basket sleeves
- Add flags to 6 baskets
- Remove parking spaces and path near tennis practice area
- Relocate 2 BBQ grills

### Optional mitigations: Estimated quantities (partial list):

- Build several new tees
- Install many new sleeves
- Redo nearly all tee signs
- Add hundreds of feet of additional fencing
- Add another ~200 feet of natural screens / hedges
- Add another 5-10 new trees
- Rebuild makeshift terraces and steps

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*All of Whirlwind's recommended mitigation options are highlighted yellow below, based on information and ideas generated thus far. These options are the most impactful and cost-effective.*

*The highlighted set of recommendations is subject to change, after receiving feedback and suggestions from various stakeholders.*

*The adjusted Hole-by-Hole grades reflect the application of all recommended mitigations, as highlighted. If any optional mitigation options are applied, the mitigated grade would likely improve.*

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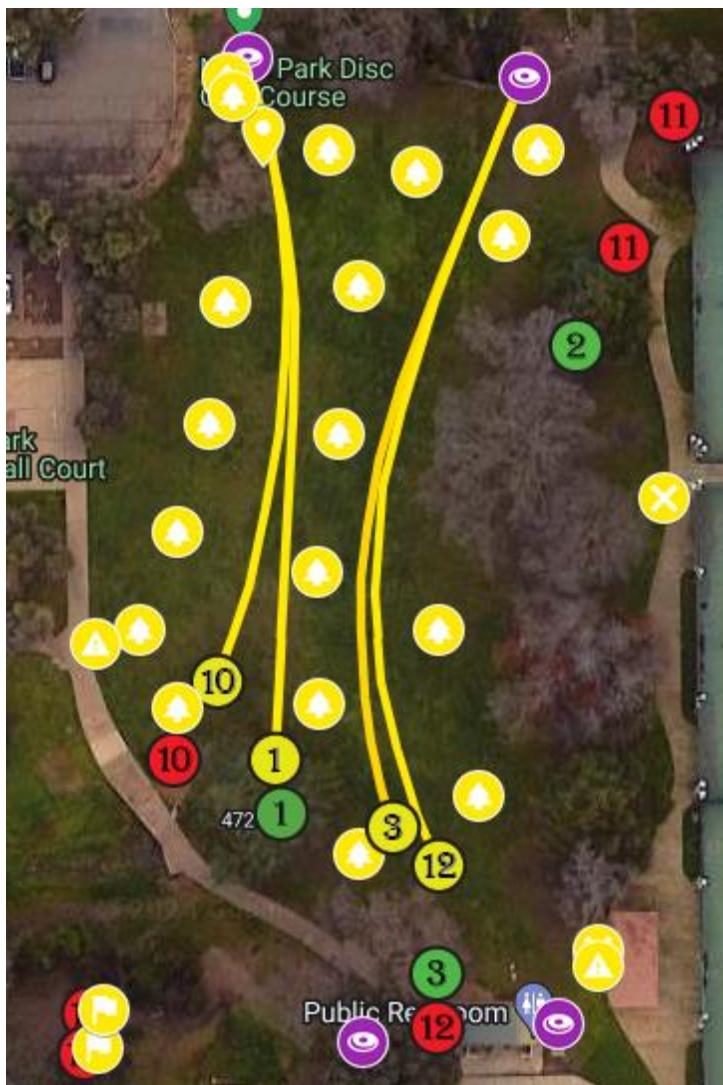
## MITIGATION OPTIONS & RECOMMENDATIONS: PACKAGES

This report presents three “Mitigation Packages”, where a given solution would impact multiple holes. These packages are intended to simplify the recommendations and reduce the redundancy.

**Note:** The [Google map](#) for this report includes a layer for all recommendations, and separate layers for Packages #2 and #3, which are not officially recommended.

### Mitigation Package #1 (Recommended)

Add ~15 trees to create three separate corridor fairways in the main meadow, impacting current holes #1/#10, #2/#11, and #3/#12.



*Changes in yellow. New trees will separate fairways and protect paths from errant flights. With trees, holes don't have to be shortened as much.  
(Some other recommendations appear in this clip, unrelated to this package.)*

Expected results (*in priority order*)

- Greatly reduce discs flying across pedestrian paths
- Greatly reduce discs flying into other fairways

## Considerations

- Tall, relatively skinny trees would be best in the middle (e.g., incense cedar, redwood), with broader trees closest to the paths (e.g., liquid amber)
  - It could take 5-10 years for the trees to reach their full mitigation potential. Given abundant moisture in the meadow, perhaps they would grow quickly. On the other hand, maybe the variable moisture will stress some species.
- Baskets on #1/#10 and #3/#12 would still need to be moved away from the paths, but not as far as recommended without these trees to block most inaccurate or overthrown flights.
- Corridors would make these holes more “technical” (*technical: requiring narrow, controlled flights*) vs the “open” space for the current holes. Most players enjoy “technical” more than “open”, offsetting the disappointment of advanced throwers who may miss having long holes in this small space.
- More trees in the meadow will make it a little harder to see non-golfers passing through the area.
- More trees in the meadow might make it more appealing for picnickers to set up in a fairway.
  - This can be offset to some extent by increasing the number of shaded picnic benches available elsewhere in the park.

## Mitigation Package #2

In the main meadow, remove hole #3/#12 so that the baskets for #1/#10 can move away from the main pedestrian path toward the middle of the meadow.

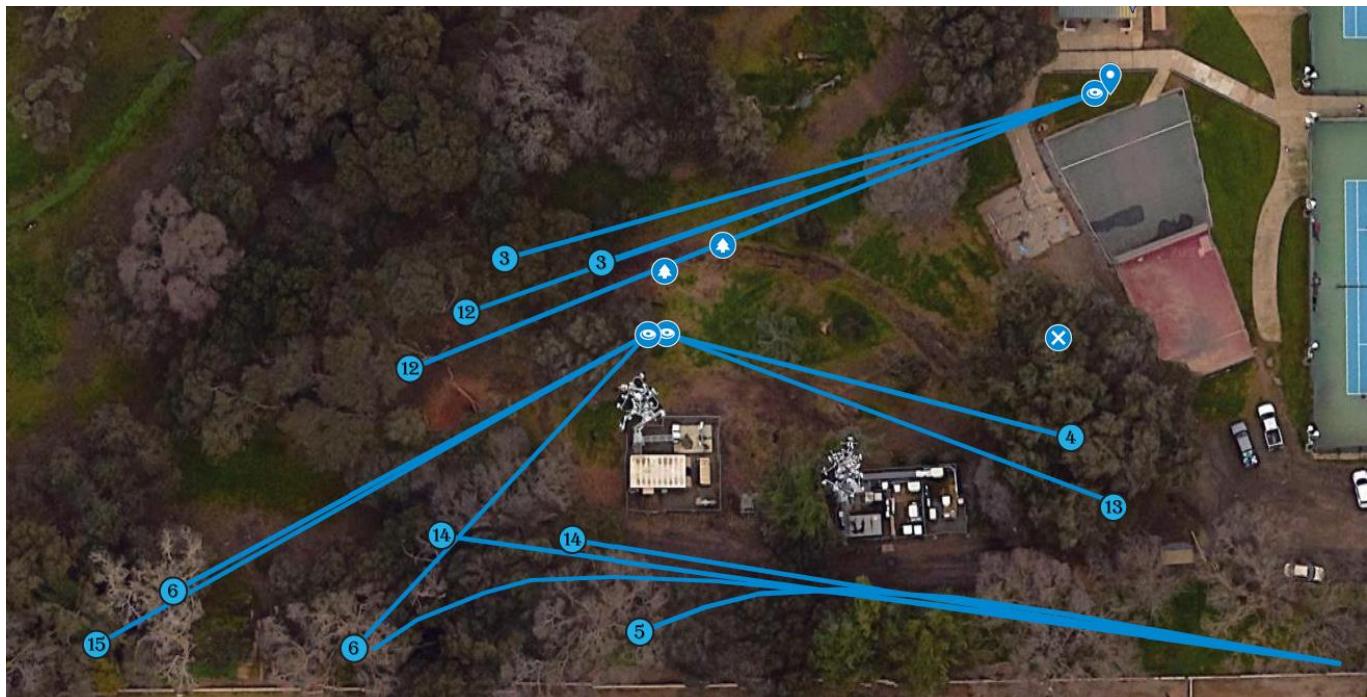
Consequently, add one hole between in the wooded southwest quadrant – between current #6/#15 and #7/#16. Redesign the adjacent holes to enable/exploit the position of the new hole.

Expected results (*in priority order*)

- Moderately reduce discs flying across pedestrian paths
- Greatly reduce discs flying into other fairways

### Considerations

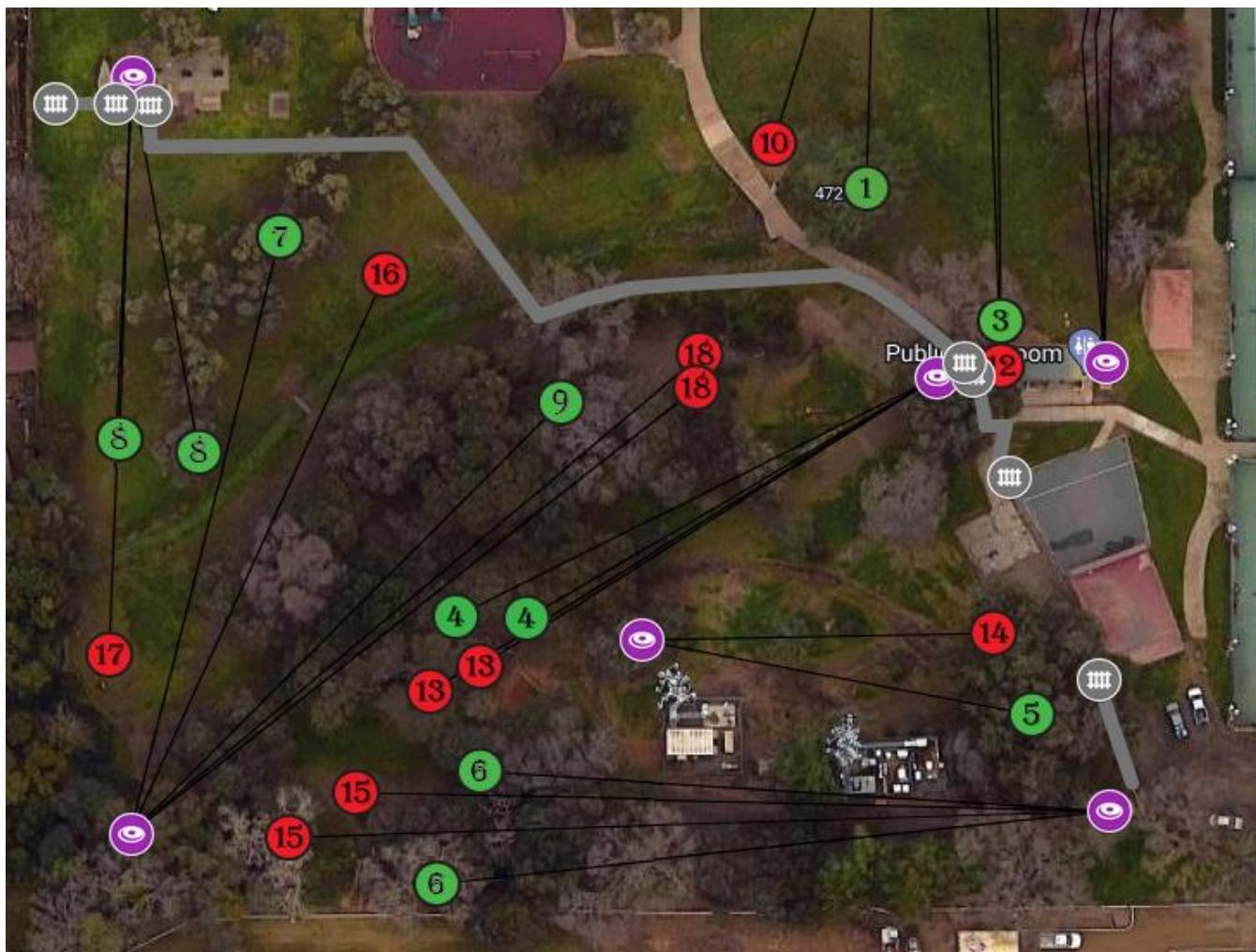
- Fairly effective mitigation if planting many large trees in the meadow is not desirable.
- If combined with Package #1, potential for flights across pedestrian paths would be even lower.
  - With Package #2, it's possible to achieve comparable mitigation as Package #1, but use only 5-10 trees instead of 10-15.
- Baskets on hole #1/#10 would still need to be moved away from the paths, but not as far as recommended without this mitigation.
- The course would be re-numbered: After #1/#10, start into wooded area at current tee #4/#13, then walk from current #9/#18 to current #3/#12 to finish. Other words, current #3/#12 becomes #9/#18.
  - This creates a more efficient loop, returning players closer to where they started the round.
- Space in the wooded area is already compressed, with tightly grouped fairways and significant risk of unexpected flights into adjoining fairways. The preliminary new layout does not worsen this risk.



- The new tee on #3/#12, pulled back about 30 feet vs existing tee on #4/#13, would work much better if the current path in front of the tee is removed. (*see recommendations for hole #5/#14 below*)
  - The new tee is workable even without the path removal. But if the path remains, it would preclude the possibility of playing the wooded area during school rush.
- Several side-benefits occur from making the new hole fit into this space.
  - Blind shots are minimized on new holes #3/#12 and #5/#14 compared to the same fairways used by existing holes #4/#13 and #6/#15.
  - The forward position of new tee #4/#13 (current #5/#14) enables better downhill visibility. The relocation of #6/#15 tee makes room for a longer basket position on #5/#14 – or to preserve the current distance on #5/#14 when it becomes #4/#13 with a shorter tee. And if there's a new position long right, maybe the old B position short left can be removed, as it was the mostly likely to result in discs across the path.
  - The new longer tee on #3/#12 vs existing #4/#13 allows comparable distance while reducing extent that the greens on the hole come into play on the adjoining holes (especially #9/#18 fairway).

## Mitigation Package #3

Enclose most of the wooded southwest quadrant with a fence.



*Approx 500 feet of 4-foot or 6-foot fence (gray line) restricts entry to the wooded section of the course to only 3 gateways.*

Expected results (*in priority order*)

- Greatly reduce pedestrians walking unseen toward flights on #6/#15.
- Greatly reduce unexpected non-golfer foot traffic; make non-golfer location much easier to predict.
- Create an area that may remain playable when lots of school kids are passing through the park.

Considerations

- Roughly 500 feet of fencing with 3 openings:
  - Middle of course near #4/#13 tee and #9/#18 baskets
  - Southeast corner of course near #6/#15 tee
  - West side of course near #8/#17 tee
- If new tee is installed on #6/#15 (*see Hole-by-Hole below*), the visibility of incoming non-golfers would be greatly improved. This mitigation would still be useful to address that concern, but not as essential.
- Could be expensive. And might look ugly.
- Might be perceived that disc golfers have their own dedicated space within a multi-use park
  - Not that it's a bad thing, safety-wise. Or even an unusual thing for recreational facilities – e.g., tennis.
- This would amend fencing already recommended for targeted mitigations on #5/#14, #6/#15, and #7/#16 (*see Hole-by-Hole recommendations below*).
- For the best possible safety grades – no hole worse than B- -- make this area exclusive use (disc golf only).

## MITIGATION OPTIONS & RECOMMENDATIONS: HOLE-BY-HOLE

Mitigations listed below each hole are grouped by Major and Minor.

- The Major concern(s) below, if any, are copy-pasted from the Site Assessment above.
- **The mitigation of Major concerns should be considered non-negotiable – i.e., it's a question of when, not if.**
- The mitigation of Minor concerns is valuable, but not essential. A cost-effective approach is recommended.

**Hole #1: C- becomes B- if highlighted mitigations are applied**

**Hole #10: C- becomes B- if highlighted mitigations are applied**

**Major concerns:** Pulled flights from the tee that miss the mando; overthrows and pulled shots (both from the tee and fairway) that cross the pedestrian path.

### Major Mitigations

- Recommended: Mitigation Package #1. (*details above*)
  - Package #1 adds many trees to the fairway to block errant shots from reaching paths. It also separates the fairways well – a lower priority here.
  - Package #2 would also work. (*Details above.*)
- (*applicable whether or not either Package is used*) Prevent errant shots from flying across the early right path toward basketball court. Recommended: Choose one of these two.
  - Move the tee to the left of the information kiosk, so that two existing olive trees block most pulled flights.
    - This also eliminates the need for the mandatory.
    - It also adds a few feet to the hole, given that other mitigations shorten the hole.
    - It will necessitate relocation of the practice basket
  - Plant two trees with low canopies (e.g., olive trees) to the forward right of the tee, creating a barrier to block most pulled flights.
    - Keep the mandatory.
    - Note: This mitigation would be slightly less impactful in conjunction with Package 2, as the new hole would be shifted away from the path.
- Recommended: Move the baskets away from the path
  - (*applicable if using Package #1*) Move the baskets 45 feet from nearest path
    - Move the long/left (A) position 20 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 35 feet shorter and slightly left (from tee perspective)
  - (*applicable if not using either Package #1 or #2*) Move the baskets 60 feet from nearest path
    - Move the long/left (A) position 35 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 55 feet shorter and slightly left (from tee perspective)



### Minor Mitigations

- (*if tee is not relocated*) Create a drop zone for the mandatory near the mandatory itself, positioned so that the mando tree helps block another pulled shot.

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**Insight**

*Overthrows tend to be proportionate to the distance of the throw. The farther the flight to the basket, the more space should be provided between the basket and any risky areas behind it. My rule of thumb -- for unobstructed flights over level ground with negligible wind – is 20 feet + 15% of the farthest common distance that reaches the basket. On a 300-foot hole where a significant number of players can reach the basket from the tee, the recommended buffer would be 65 feet behind the basket ( $20 + (3 \times 15)$ ).*

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*Possible relocation of tee on #1/#10. Info kiosk and trees prevent pulled shots from crossing the path near the basketball court.*



*Grassy meadow where 10-20 new trees could separate fairways for the first 3 holes and create barriers to discs flying across the path.*

**Hole #2: D becomes C+ if highlighted mitigations are applied**

**Hole #11: D becomes C+ if highlighted mitigations are applied**

**Major concerns:** Pulled flights from the tee toward BBQ/picnic people who are very close to the tee; several minor concerns.

**Although the probability is very low, this is the most likely location for a very serious injury.**

### Major Mitigations

- Recommended: Relocate or remove both BBQ grills so that people are less likely to stand within 15 feet of the flight path of an ideal throw.
  - (and/or) Add an 8-foot-tall, 40-foot-long fence or mesh barrier between the tee and the picnic shelter, parallel to the fairway. It would be ugly, but a natural hedge wouldn't work because it would conceal people who might walk around it.
  - (or) Move the tee up 40 feet. If grills are re-located, moving up 30 feet would be sufficient.



### Minor Mitigations

- Recommended: Remove the bench near the walkway junction at the middle of the tennis courts. It gets little use.
  - (and/or) Plant roughly 80 feet of 6-foot edge along the path parallel to the middle set of tennis courts, ending slightly beyond the bench's current location.
- Remove the seldom-used paved path near the B and C basket positions.
  - The last 100 feet from the Y aside B position is particularly suitable for this mitigation, as path use is very low and risk is highest near the baskets.
  - The previous 100 feet would also make sense, resulting in a clean line where the path makes a 90 degree turn at the east-west junction of the path.
  - Putting grass here would greatly improve the aesthetic and playability of the hole. No more rough skips on the paths. No more fairly random OB penalties.
  - *Note: Removing the full ~200 feet would be fantastic, but it's not sufficiently high-risk to make the official recommendation list.*
- Put a 4-foot-high fence, running north-south from the tennis courts to the edge of the grass at the road, starting about 20 feet from the corner of the courts.
  - If the optional mitigation to move #1/#10 tee is implemented, the practice basket should probably move. This area would be one of the two obvious places to relocate it – so the fence wouldn't work in that scenario.
  - Again, there's very little play around the corner of the courts and visibility through the courts' fence is good – but if players are inclined to play the current C position or temporary positions further around the corner, then the fence becomes somewhat more useful.

### Mitigation Packages (*details in Mitigation Packages section above*)

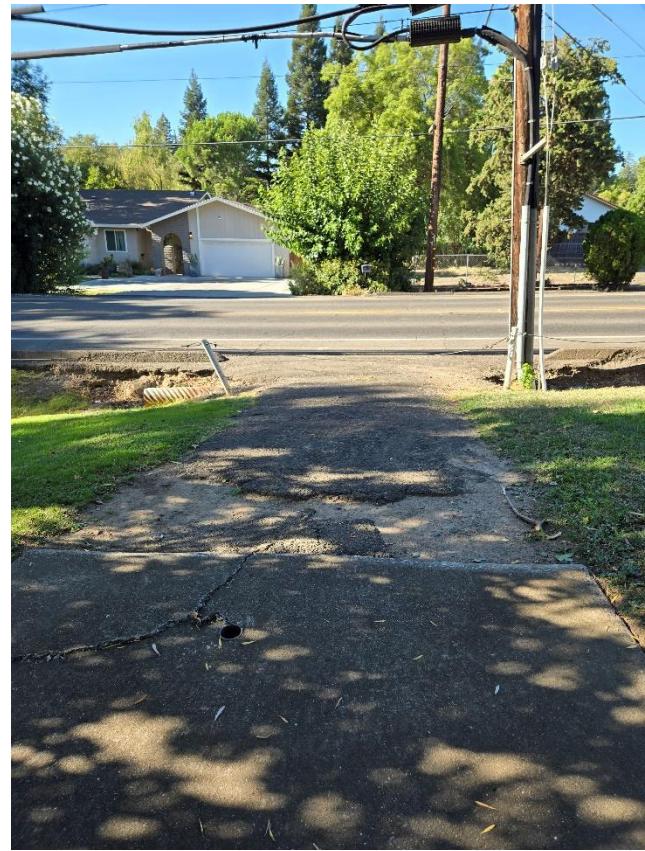
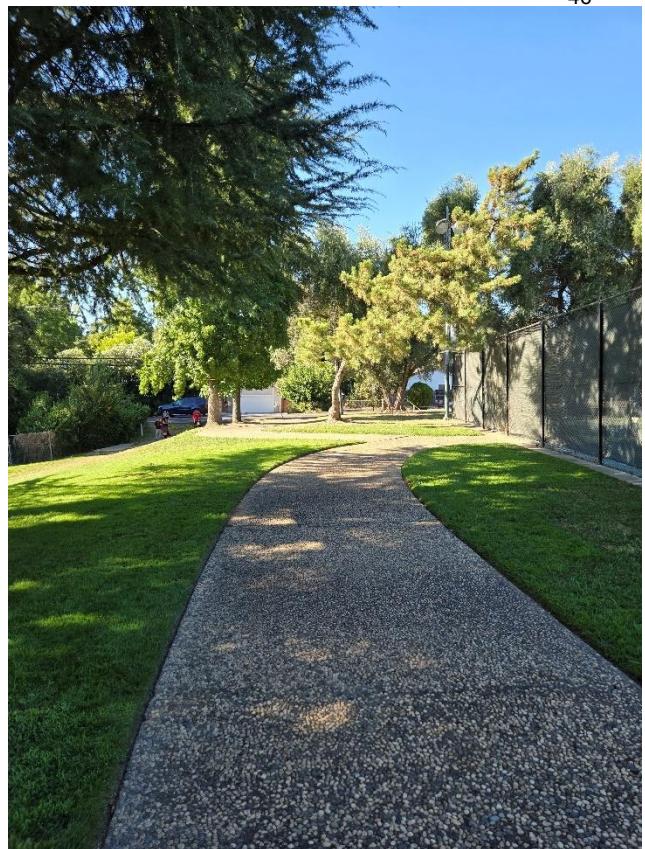
- As described above, Package #1 (recommended) greatly impacts this hole.
- Package #2 (optional) would impact this hole. It would be renumbered as #9/#18.
- Package #3 (optional) would not impact this hole.



**Strongly recommended:** Both BBQ grills should be relocated, ideally south of the shelter. People standing at the grills are only 15 feet from where ideal shots are intended to fly – very much exposed to errant shots pulled hard to the right from the tee.



**Recommended:** The bench on the right side of the fairway should be relocated. Pulled shots don't fly to/beyond this bench often, but it's not rare enough to accept the risk.



*Optional mitigation: Replacing seldom-used path with grass. Would reduce pedestrian traffic, and increase golf fun. Priority would be the last ~100 feet from the flat Y, down to the street. All ~200 feet, from the corner of the tennis court, would be ideal.*

**Hole #3: C- becomes B- if highlighted mitigations are applied**

**Hole #12: C- becomes B- if highlighted mitigations are applied**

**Major concern:** Overthrows and pulled shots that cross the pedestrian paths (both from the tee and from the fairway); some minor concerns.

#### Major Mitigations

- Recommended: Mitigation Package #1. (details above)
  - Package #1 adds many trees to fairway to block long throws from reaching paths. It also separates the fairways well – a lower priority here.
  - Package #2 would also work. (Details above.)
- Recommended: Move the baskets away from the paths.
  - The new distance would be much shorter, as the baskets reside in/near peninsula with paths on 3 sides.
  - It's very risky to have busy and/or blind paths in play with regularity, even if the disc is usually flying slowly.
  - (applicable if using Package #1) Move the baskets 45 feet from nearest path
    - Move the long/left (A) position 55 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 60 feet shorter and slightly left (from tee perspective)
  - (applicable if not using either Package #1 or #2) Move the baskets 60 feet from nearest path
    - Move the long/left (A) position 65 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 75 feet shorter and slightly left (from tee perspective)



#### Minor Mitigations

- No other observed issues necessitate any actions.



*Recommended: Mitigation Package #1 adds many trees to this open space, separating fairways and, more importantly, blocking most flights from reaching any paths.*

**Mitigation Packages (details in Mitigation Packages section above)**

- As described above, Package #1 (recommended) greatly impacts this hole.
- Package #2 (optional) would great impact this hole. This hole would be eliminated.
- Package #3 (optional) would not impact this hole.



**Recommended: Mitigation Package 1 & pulling both baskets back from the paths.** There's nothing stopping pin-high fairway shots from flying onto or across the main path. Depending package decision, these baskets should be pulled back 55-70 feet.



**Recommended: Pulling both baskets path from the path.** With paths on 3 sides, it's extremely difficult to avoid throwing where people may be walking, including some people who might not be visible behind the bathroom as the player throws.

**Hole #4: C** remains **C** as no major mitigations are identified

**Hole #13: C** remains **C** as no major mitigations are identified

**Major concerns:** No major concerns; many minor concerns.

#### Major Mitigations

- No major concerns identified; no major mitigations needed.

#### Minor Mitigations

- Recommended:** Pull the tee pad back at least 24" to enable a reasonable follow-through without bumping into the retaining at the front of the tee.
- Add a tree on the right side of the fairway, fairly close to the tee, which blocks pulled drives from flying into the greens for #9/#18 B and C positions.
- Create a drop zone for the mandatory near the mandatory itself, positioned so that the mando tree helps block another pulled shot. This will also enable visibility to basket positions that are blind from the tee.
- Don't play B position often, as it's very close to the ideal drive on the adjacent fairway for #9/#18. Probably best to remove it.
- Recommended:** Add basket flags to both baskets to help players on the tee know where they're throwing, to help them stay out of adjacent fairways. (*Note: This report's Google map shows a flag for each position, but a flag is only needed for each baskets – i.e., 2 flags, not 4.*)



*Many minor mitigations could be helpful on #4/#13. For example, re-setting the tee pad so players have more room to follow-through before bumping into the retaining wall.*

**Mitigation Packages (details in Mitigation Packages section above)**

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would impact this hole, somewhat indirectly.
  - To make room for a new hole between current #6/#15 and #7/#16, both the tee and the basket positions would be pulled back roughly 30 feet.
- Package #3 (optional) would impact this hole slightly. The tee area would be one of the 3 entry points into the wooded southwest quadrant of the course, which will otherwise be fenced off.



*Looking back over the crown toward a tee area which is largely blind from deeper in the fairway.  
Recommended: Basket flags would help players know where the intended targets are located.*

**Hole #5: C- becomes B- if highlighted mitigations are applied**

**Hole #14: C- becomes B- if highlighted mitigations are applied**

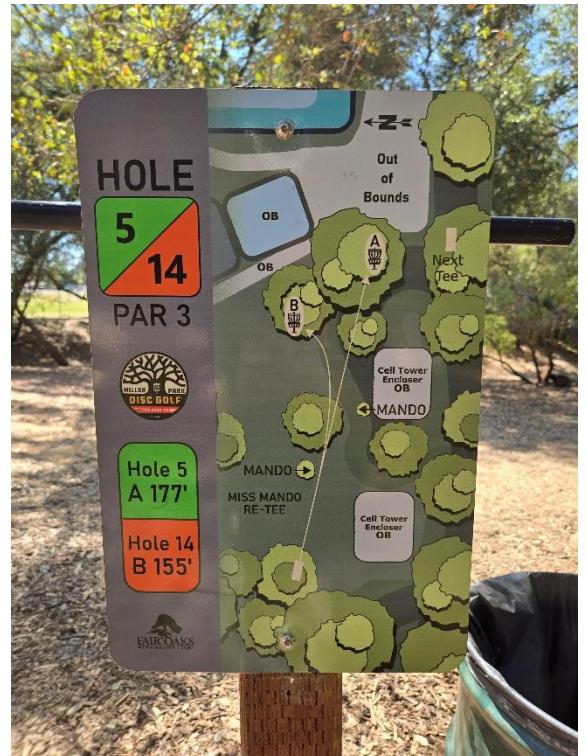
**Major concern:** Overthrows from the tee and fairway can easily cross the gravel path; some minor concerns.

#### Major Mitigations

- Recommended: Eliminate the path/parking access and parking spots behind the baskets. This yields roughly 15 more feet playable space behind the baskets.
  - Recommend keeping the posts as the OB line behind the baskets, to discourage players from being aggressive running the baskets given the extra room.
- Recommended: Install ~50 feet of 5- or 6-foot fence from near #6/#15 tee, tying into the court fence of same height. Will prevent most people from walking behind the baskets.

#### Minor Mitigations

- Add netting to the fence of the utility enclosure, extending the height another 4 feet. This should reduce the number of players who try to retrieve discs inside the enclosure.
- Plant two trees on the left side to block flights that go around the left mando.
- Restore the B (short left) position to standard height, so that aggressive shots fly lower past the baskets – reducing the height of the disc across the path or even into the practice area.
  - In which case, a basket flag might help players see the basket.
- If the major mitigations above are not applied, install an 8-foot fence just inside the wood posts, starting near #6/#15 tee and ending where the parking wall squares up – roughly 115 feet.



*Recommended: Remove parking area and add a fence to largely eliminate the risk of people walking behind the baskets.*

**Mitigation Packages (details in Mitigation Packages section above)**

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would impact this hole, somewhat indirectly.
  - To make room for a new hole between current #6/#15 and #7/#16, this tee might be moved ~25 feet downhill. Then, to recover the lost distance and end up with two holes of the same distance as before, the B position (currently short, left) would be moved to near the current #6/#15 tee. This assumes, as shown in the preliminary design for Package #2, that a fence has been installed as a backstop.
- Package #3 (optional) would potentially impact this hole, but essentially redundant to the individual recommended changes above: removing the parking area and fencing off the path.



*Extending the fence on the utility enclosures would reduce attempts to retrieve discs.*



*View from a proposed basket position near current #6/#15 tee. This position assumes the tee has been relocated and the gravel path has been blocked.*



*Lowering the B basket would reduce high flights over path and toward the practice courts.*



**Recommended: Remove parking access and parking spots, install fence to greatly reduce foot traffic behind baskets.**

**Hole #6: D becomes C if highlighted mitigations are applied**

**Hole #15: D becomes C if highlighted mitigations are applied**

**Major concern:** Blind flights from the tee which are intended to fly directly down a well-worn social trail; some minor concerns.

#### Major Mitigations

- Recommended: Move the tee to an elevated position near the school fence.
  - Path visibility will be greatly improved. Much less likely to throw when someone is one the path.
  - Pulling the hole back – both tee and baskets ~65 feet back – means flights over the crest of the hill will be traveling more slowly vs current situation where well-thrown flights are just past their mid-point.
  - Installation notes:
    - The flat spot aside the school fence may need to be widened and reinforced.
    - The path to/from the tee will need durable natural steps (e.g., railroad ties w/ gravel) to ensure easy ingress and egress in all weather conditions.
    - Recommended: The school fence should be extended to 10-feet-high if possible, for roughly 100 feet in length. Deflections over the fence will not be common even without the extension; nonetheless, worthwhile to reduce the minor safety concern and potential nuisance.
    - Some minor tree trimming would be needed to open up the intended flight path.
  - If Package 2 is applied, the new hole would be as challenging as the existing hole, perhaps more. The extra ~65 feet of distance at the tee nearly offsets pulling the baskets ~70 feet forward. If Package 2 is not applied, the longest position on this hole might be considered a par 4.
  - Incidental: This makes room for a new basket position on the preceding hole – especially useful if Package 2 is applied. (*see details in #5/#14 info above*)
- Recommended: Route non-golfers clockwise through the wooded course area, starting near tee #6/#15, exiting along the fence near tee #8/#17.
  - This helps avoid the worst-case scenario where a walker is coming over the hill toward the throwers and they can't see each other to avoid the risk. If the walker is heading the same direction as the players, the players will wait and walkers will normally keep moving after they disappear over the hill.
  - After the walkers clear the fairway for #6/#15, they will remain highly visible to players on #7/#16, #8/#17, and #9/#18 – very little risk compared to walking *into* flights on #6/#15.
  - Recommended: Signs should be installed at each end to encourage clockwise direction, and perhaps mid-trail as well.
  - Natural materials should be used to define the trail so that people consistently pass through on the safest route, with a consideration of efficiency, slope, and erosion – e.g., peeler core or rocks or something which periodically defines the location of the trail.
- Recommended: As detailed on hole #5/#14 mitigation notes, a fence will be installed starting near the current #6/#15 tee – where the swinging gate is located – and connecting to the practice court.



## Minor Mitigations

- Add netting to the fence of the utility enclosure, extending the height another 4 feet. This should reduce the number of players who try to retrieve discs inside the enclosure.
- Rebuild the terracing up to the B position to ensure safe footing in all weather conditions.

### Mitigation Packages (*details in Mitigation Packages section above*)

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would impact this hole, somewhat indirectly. The relocation of this tee box is recommended here, whether or not Package #2, which includes the same relocation, is applied. The main impact of Package #2 would be shortening this hole -- not much, given the new tee – so that there's room for another hole down the same fairway as the existing #6/#15.
- Package #3 (optional) would impact this hole slightly. The tee area would be one of the 3 entry points into the wooded southwest quadrant of the course, which will otherwise be fenced off.



*Current tee on #6/#15 is blind over the crest of the hill. Good shots fly right through the space where most walkers go.*



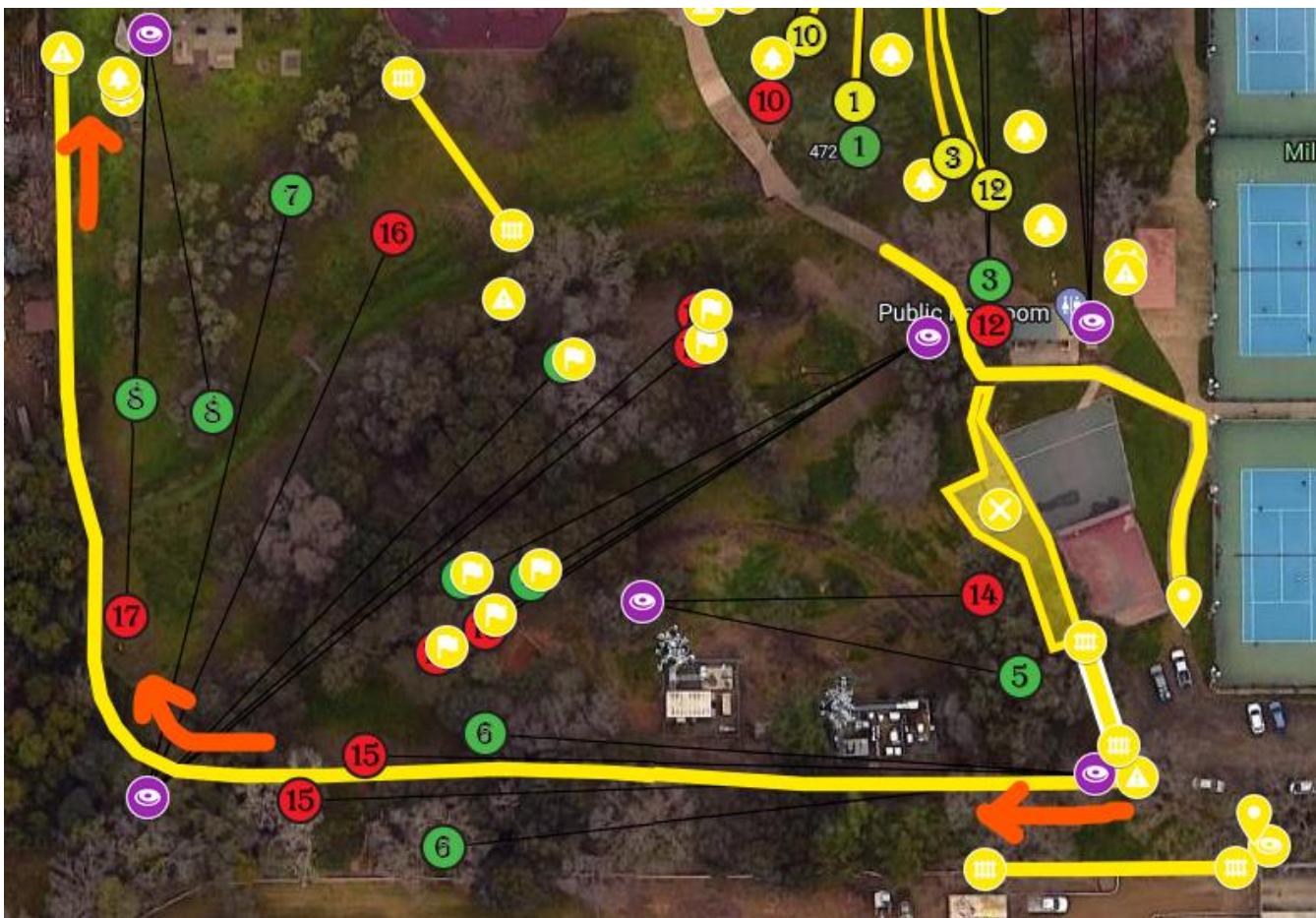
*Recommended: New tee on #6/#15 is elevated and pulled back ~65 feet. Increases path visibility, reduces speed of discs which crest of the hill. New tree and fence extension help keep discs out of the school yard.*



Map excerpt showing new tee (orange arrow), relative to current basket positions. Fence extension also in shown in yellow.



Map of new tee (orange arrow) with holes re-designed and re-numbered per Package #2. Rough location for all tees & baskets.



Yellow line with orange arrows: Clockwise path primarily intended to prevent walkers from walking into flights on #6/#15.



*Path to new tee on #6/#15 will need durable, year-round steps.*



*Fence extension would reduce discs into enclosures.*



*Walkers disappear over hill in the middle of the fairway.*



*The trail in the middle of the fairway is already well-worn.*



Terraced green for B position could be shored up for safe year-round access.



If Package #2 is applied, the new hole would basically use the second half of existing hole #6/#15. These images show the shortest position (to existing B position on #6/#15) and longest positions (to existing D position and beyond. These are preliminary locations.

## Hole #7: C becomes B- if highlighted mitigations are applied

## Hole #16: C- becomes C+ if highlighted mitigations are applied

**Major concern:** Flights from tee landing near creek or long right where non-golfers, including kids, may not be visible when throwing; some minor concerns.

### Major Mitigations

- Recommended: Install a 4-foot or 6-foot fence about 45 feet beyond the B position, roughly 90 feet long, running from the playground down near the creek.
  - Recommended: Put standard disc golf caution signs at both ends of the fence.
  - Angle the fence so that people sitting on the bench at the west side of the playground have clear line of sight down to the creek.



### Minor Mitigations

- Plant roughly 70 feet of hedge or some sort of natural screen on the playground side of the fence that runs from playground down to the creek.
  - If lacking a natural screen, a taller fence is preferable, as kids may climb over the 4-foot fence more often than a 6-foot fence.
  - Without a natural screen, the fence will look ugly.
- Recommended: Extend the fence suggested above all the way across the creek to the base of the hill, below fairway for #9/#18. This would be more effective keeping kids away from disc flights.
  - Concern that having a fence across the creek could be a maintenance or safety issue itself.
- Move the wood bridge roughly 30 feet downstream of current location. This would be more visible to players on the tee, and less useful for non-golfers crossing to get to/from playground and picnic areas.
- Preserve the overhanging branches above the drop zone; restore if lost. The branches block many flights that would otherwise fly around the corner, possibly where kids are unseen along the creek.
- Don't play (or remove) the B position on subsequent hole #8/#17, as it's very much in play on this hole, especially when playing to the A position. (*more detail in #8/#17 recommendations below*)
- Install two more caution signs, roughly 30 feet on either side of existing caution sign near the picnic area.
- If no fence, then move B position ~30 feet shorter and add more caution signs.

### Mitigation Packages (*details in Mitigation Packages section above*)

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would not impact this hole.
- Package #3 (optional) would impact this hole slightly. The clockwise-trail would run close to the tee area, but visibility would be excellent with extremely low risk of someone getting hit near the tee.



**Recommended:** Fence (orange arrows) separates course from kids playing near the creek. Adding a screen would be more effective and more attractive.



Both baskets are ~85 feet from playground, normally sufficient separation -- except that kids don't just stay there.



**Recommended: 4-foot fence running from the playground across the creek, along the camera location toward the bench at the west side of the playground. Placed to the shady side of the tree at each end.**



**Looking east, this section of creek is ~120 feet from the recommended fence to the path/bridge.**

**Hole #8: B-** remains **B-** as no major mitigations are identified

**Hole #17: B-** remains **B-** as no major mitigations are identified

**Major concern:** No major concerns; some minor concerns.

#### Major Mitigations

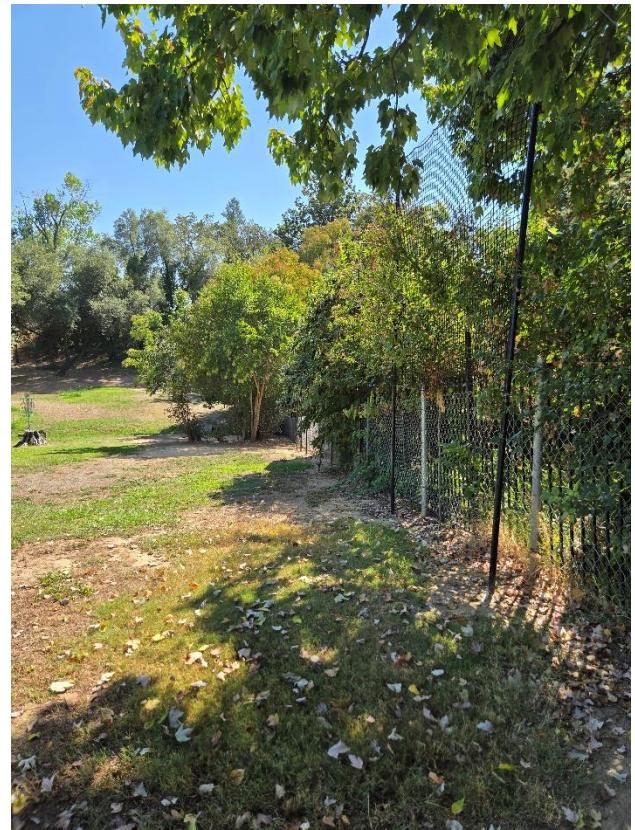
- No major concerns identified; no major mitigations needed.

#### Minor Mitigations

- Though not a major concern from a safety perspective, the shelter and mandos are insufficient to stop pulled drives from going at/over the fence along the property line.
  - Recommended: Plant two trees roughly 20 & 30 feet from tee, between the shelter and first mando on right.
  - (if blocking trees are not planted) Create a drop zone at the mandatory itself, rather than giving the inaccurate player a chance to make the same mistake from the tee.
- B position is in the fairway for the preceding hole #7/#16 – located short, left where many drives that hole might land.
  - Remove B position completely as it's less safe and less fun than the other positions.
  - If decided later to add another position to this hole – possibly for repair of the A or C positions – find a new place within this fairway.
- Remove the blackberry bushes “inside circle one” (within 10 meters) behind the C position.



The tee on #8/#17 is very close to a reservable picnic area, but there's just enough room.



**Recommended:** New trees on #8/#17 will block most shots flying between the shelter and mando, toward the property line fence. This should reduce the need for net maintenance and also reduce trespassing.



**Hole #9: B-** remains **B-** as no major mitigations are identified

**Hole #18: B-** remains **B-** as no major mitigations are identified

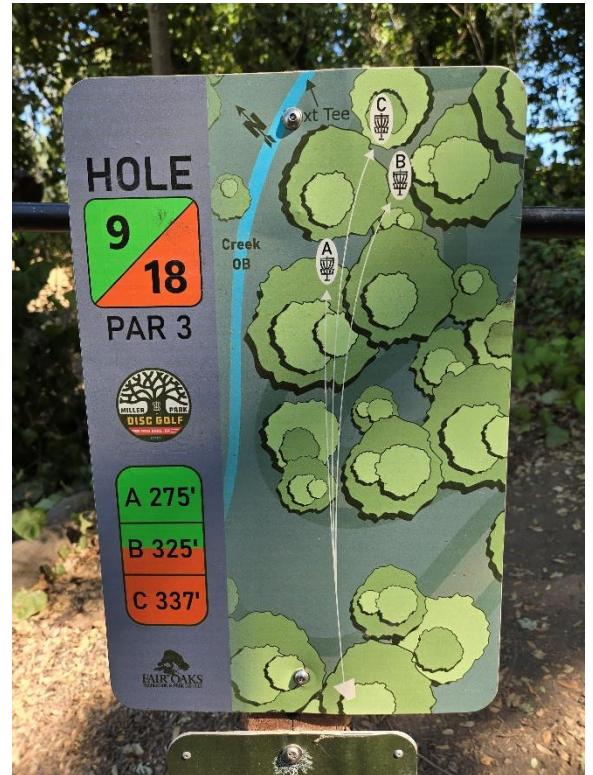
**Major concern:** No major concerns; several minor concerns.

#### Major Mitigations

- No major concerns identified; no major mitigations needed.

#### Minor Mitigations

- Recommended: Add basket flags to both baskets to help players on the tee know where they're throwing, to help them stay out of adjacent fairways. (Note: This report's Google map shows a flag for each position, but a flag is only needed for each baskets – i.e., 2 flags, not 3.)
- Planting a new tree on the right edge of the fairway, about 80 feet off the tee, would help keep drive out of the greens on #4/#13 and even landing areas for #6/#15.
- As noted above, the B position on #4/#13 is at the edge of this fairway, very much in play for accurate drives. It shouldn't be played often, if at all.
- The makeshift dirt steps down from A position toward the creek could be improved for year-round safe footing.



*Erosion and maintenance are factors in the sloped areas near greens on #9/#18.*

## MITIGATION RECOMMENDATIONS: ENTIRE COURSE

Mitigations listed below each hole are grouped by Major and Minor.

- The Major concern(s) below, if any, are copy-pasted from the Site Assessment above.
- **The mitigation of Major concerns should be considered non-negotiable – i.e., it's a question of when, not if.**
- The mitigation of Minor concerns is valuable, but not essential. A cost-effective approach is recommended.

**Major concern: At times, the course area is crowded with non-golfers, especially the grassy meadow on school days (holes 1-3, 10-12). Mitigations:**

- Recommended mitigation: Closing the course when it's crowded with school kids.
  - **Setting a time for course closure.**
    - Ideally, a simple closure framework would be established so that frequent players could remember easily. However, the school has different times for the end of the school day, depending on grade (kindergarten vs K-6), and day of week (Thursdays are earlier).
    - Ideally, given that the kids usually flow through the park and course areas for no more than 30 minutes, a one-hour closure should be sufficient.
    - Recommended: Update the course signage and UDisc info with precise times for the regular bell schedule – including different grades and different days.
    - **Recommended closure times:**
      - Observed: High number of non-golfers on the course was typically ~30 minutes before school, 45-60 minutes after school.
      - Morning and lunch every day: 8:00-9:00 am & 12:00-1:30 pm
      - Afternoon: Thursdays: 2:00-3:30 pm. All other days 3:00-4:30 pm.
      - Special schedules: An hour before school starts and 90 minutes after school ends

Regular schedule - every day except Thursday:

Grade	Start Time	End Time
AM TK and Kindergarten	8:40 a.m.	12:00 p.m.
AM Combo Kindergarten	8:55 a.m.	12:15 p.m.
PM TK and Kindergarten	12:05 p.m.	3:25 p.m.
1st - 6th Grade	8:55 a.m.	3:25 p.m.

Regular Thursday schedule except finals days:

Grade	Start Time	End Time
TK and Kindergarten	8:40 a.m.	12:00 a.m.
Combo Kindergarten	8:55 a.m.	12:15 p.m.
1st - 6th	8:55 a.m.	2:15 p.m.

<https://lequette.sanjuan.edu/our-school/bell-schedule>

- **Closing the whole course vs closing certain holes.**
  - Various mitigations above, including official recommendations, should reduce the number of kids in high-risk areas of the course. Those mitigations would be most effective in the wooded area (holes #4/#13 to #9/#18) where kids are less of a concern, compared to the holes in the grassy meadow.
  - **Recommendation: For simplicity, close the entire course, not just some holes.**
    - Also recommended: This decision should be revisited within 2-3 months of re-setting the hours and implementing the specified mitigations. If foot traffic through the wooded area has been reduced and/or directed clockwise through fairway #6/#15 – and if compliance with the course closure has been excellent – then the wooded area could remain open, on a trial basis. Hopefully, this opportunity would motivate for compliance. (see more re compliance below.)

- **Communicating the park closure time.**

- Currently, there are two sets of signs at the park and/or online communicating different time periods for closure. (see below)
- **Recommended:** Place a barricade on the first tee when the course is closed.
  - Who can do this? Perhaps a school safety officer. If they do so before and after the rush of kids, perhaps this won't be too much of a hassle. Or maybe parents, who ideally wouldn't be asked, would nonetheless be the best candidates for this task.
  - Where is the barricade stored when not on the first tee? If somebody official is responsible, it could be chained to the information board near the first tee – where it will be visible when not in effect.
  - Additional mitigation, but not as essential: Put identical barricades on holes 4, 6, and 8.
- **Recommended:** Ensure the information board emphasizes the closure times – as it currently does, but perhaps even more prominently. This is a mutual responsibility of the park dept and the club.
- **Recommended:** Ensure UDisc emphasizes the closure times. It's good that the information board includes a QR code for the course information. Keeping UDisc updated is a club responsibility.



- **Enforcing the park closure time.**

- Carrot: Per above, if compliance is very good – let's say no more than 20 players violate the closure in a given month (that's about 1-2% of all the rounds played) – then the back 6 wooded holes could remain open on a trial basis of no specific duration. (*As above, this assumes the aforementioned mitigations have also been effective in reducing/controlling foot traffic in that area.*)
- Acknowledged: Getting an accurate count of non-compliance will be difficult. The obvious scorekeeper would be park staff. Moreover, it's likely to be undercounted, as nobody's going to be counting every closure period. Might be worthwhile for park staff to drop by during these times, especially after the new standards and communications have been established.

- Stick: If compliance is poor – let's say more than 20 players violate the closure in any week of a given month – then:
  - The clock to qualify for the carrot (above) starts over in the following month.
  - If compliance is poor more than 2 months in a row, the morning and afternoon closure periods will be changed from one hour to two hours for at least two months for the rest of the current month and all of the following month.
- If non-compliance persists, further restriction of access may be necessary – although, as above re barricades on tees, it may be unclear or difficult who would perform these tasks:
  - Put covers on baskets during course closures. Covers could be anything from plastic trash bags to custom lockage canvas covers.
  - Periodically issue citations to violators, with potential financial penalties. And publicize any such enforcement to deter others.
- Guiding the kids to areas that are less likely to impact safety on the course.
  - To repeat some of the recommended mitigations that have been referenced above:
    - Closing the path behind the baskets on #5/#14 so that school kids use the paved path near the tennis courts.
    - In the same area behind #5/#14, put a fence which funnels foot traffic past the tee on #6/#15 – to some extent impeding the number of kids, not just making their location more predictable.
    - Installing a fence and natural barrier from the playground down to the creek, greatly reducing foot traffic near the baskets on #7/#16.
    - Additional mitigations are included in this report which could further reduce high-risk foot traffic – e.g., fencing the entire wooded area, leaving only 3 entry points. Those mitigations are not officially recommended as they don't appear to have enough positive impact to offset the cost, complexity, or potential detriment to the character of the park.
  - Increasing kids' awareness of disc golf so that if they enter a fairway or green, they know to look for golfers and discs in flight.
    - It will be difficult to 'move the needle' on this. The kids are young and it's great for them to be able to run around the park without worrying about things like golf discs. Nonetheless, there's no harm in encouraging this awareness.
    - Perhaps add a barricade sign near the top of the ramp above the bathroom, where most of the kids will flow into the park after school, which says something like "Disc Golf Course Ahead" with a big, fun, colorful graphic.
    - Further invest in school programs for kids to learn to play, either on campus or at the course.
    - Maybe the course is open \*only\* to school kids and their families during the "closure" hours

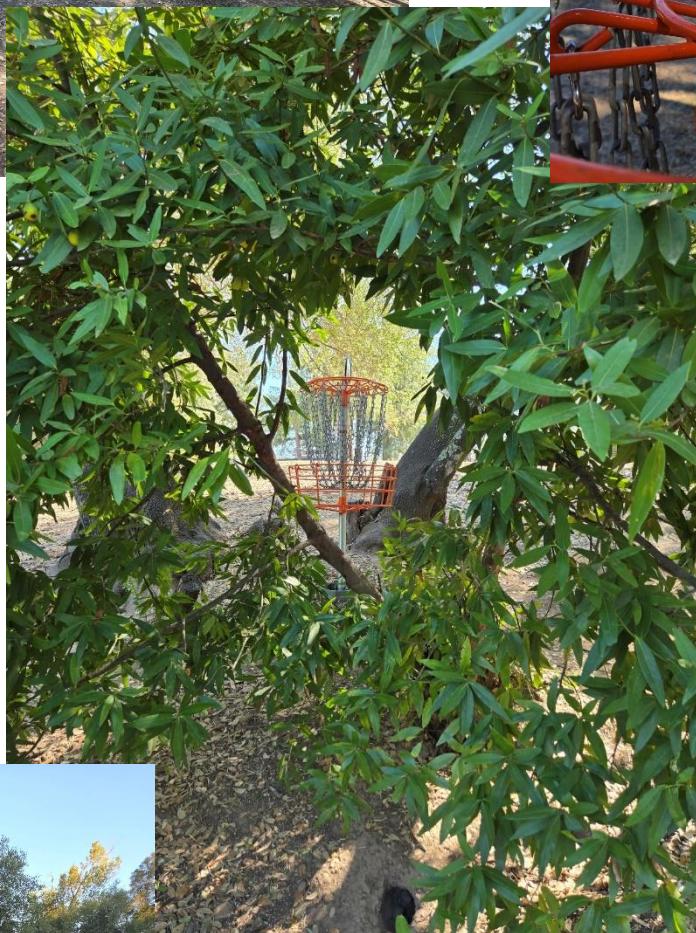
### **Major concern: Non-golfers in fairways are at risk because players can't see them from the tee.**

- Recommended mitigation: Routing non-golfers clockwise through the wooded course area, starting near tee #6/#15, exiting along the fence near tee #8/#17. (See more details in the Hole-by-Hole mitigation notes above for hole #6/#15.)

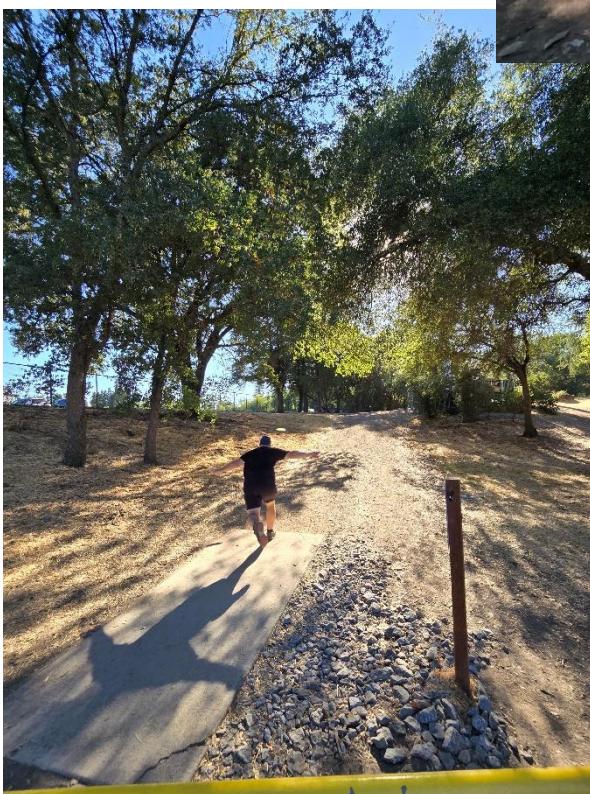
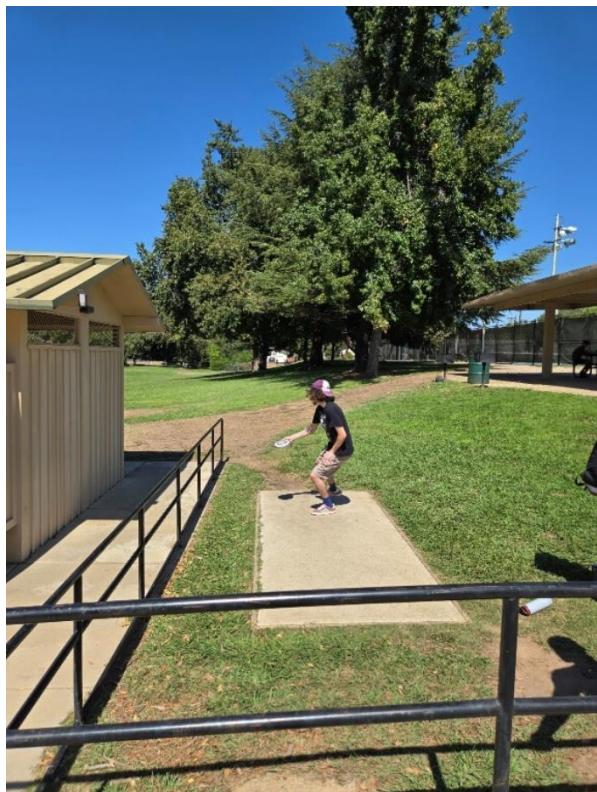
### **Minor concern:** Signage around the course is much better than typical courses, in terms of quality of message, frequency, and locations.

- A few additional caution signs may be worthwhile. (*additional are mentioned in Hole-by-Hole report*)
  - At the intersection of the main path and the offshoot path to the playground. Positioned to be visible to people heading from the playground onto the main path.
  - Near the fence to the right of the shelter next to #8/#17 tee. (*This is already part of the recommended mitigation to encourage a one-way clockwise trail along the edge of the course, starting at the #6/#15 tee and exiting here. For more details, see Hole-by-Hole mitigation notes for #6/#15 below.*)
  - At the base of the natural steps on the left side of #9/#18 fairway.

- At the edge of the reservable picnic area where it meets the grass, near #2/#11 tee. Positioned to be visible from the picnic area. (*Mitigation of risk associated with this picnic area is detailed above.*)
- In the grass north of the tennis courts, facing people as they are about to enter the greens for the long positions on hole #2/#11.
- Mandatory signs could be larger and brighter. Good that “mandatory” was recently printed on them.



Whirlwind Disc Golf – Miller Park Disc Golf Course – Sept 16, 2024



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## Appendix

# Guiding Principles of Disc Golf Course Design



## PREPARATION (5 PRINCIPLES)

- \* **Know the Land** -- the terrain, the flora, the fauna, the shapes, the colors, the wind, the water, and the seasons; *highlight the strengths, protect the vulnerabilities.*
- \* **Know the Equipment** -- the discs, the tees, the baskets, and the signs; *make it tangible.*
- \* **Know the Players** -- the skills, the tendencies, the values, the events, the demographics, and the local courses; *identify the target player(s).*
- \* **Know the Community** -- the activities, the values, the demographics, and the local sites; *win their support.*
- \* **Know the Decision Makers** -- the motivation, the decision process, and the budget; *commit to their success.*

## DESIGN (10 PRINCIPLES)

- \* **(Safety) Consider Chaos** -- wayward shots, oblivious users, big crowds, and rough weather; *account for outliers.*
- \* **(Variety) Use Every Disc** -- left/right, high/low, up/down, tight/open, upwind/crosswind/downwind, long/short, multiple tees, and multiple baskets; *mix it up!*
- \* **(Scoring distribution) Penalize Failure & Reward Excellence** -- distance, accuracy, versatility, creativity, excellence; *make it count!*
- \* **(Strategy) Make Players Think About Shots** -- risk/reward, flight paths, wind angles, slope, landing areas, variety of greens; *provide interesting choices.*
- \* **(Flow) Don't Make Players Think About the Course** -- navigation, lost discs, tough footing, natural hazards, wayward shots; *keep their heads in the game.*
- \* **(Wind & Elevation) Amplify Nature** -- wind angles, elevation changes, ground covers, sun angles, and seasonal foliage; *harness the elements.*
- \* **(Signature Hole) Highlight the Wow** -- unique terrain, aesthetic beauty, extreme risk/reward, dramatic alleys, and unusual flight shapes; *give them something to remember.*
- \* **(Flight) Maximize Air Time** -- gliding, curving, and even rolling and skipping; *let it fly!*
- \* **(Holistic) Reflect the Big Picture** -- take everything into account, including site limitations, site logistics, organizations/people/politics, club support, events, etc; *the whole truth, nothing but the truth.*
- \* **(Sustainability) Design and Install for 10 Years from Now** – usage rates, skill levels, tree changes, terrain changes, maintenance, stewardship, and future land plans; *sustain the success.*

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## Contact Info

**Leonard Muise**

Owner, Whirlwind Disc Golf

2753 Sulphur Drive  
Hayward, CA 94541

510-932-8108

[whirlwinddiscgolf@gmail.com](mailto:whirlwinddiscgolf@gmail.com)

<https://www.linkedin.com/in/whirlwinddiscgolf/>

<https://www.facebook.com/WhirlDG/>

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Article in PDGA's Disc Golfer magazine: "How to Design Great Short Courses for Beginners"

>> requires a search from the magazine archive: <https://www.pdga.com/discgolfer-magazine>

Article in PDGA's Disc Golfer magazine "[Whose Park Is it? Strategies for Proposing Disc Golf in Multi-Use Parks](#)"

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# **Safety Challenges and Mitigation Options for Miller Park Disc Golf Course**

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# Where are we now?

## Review and Discuss Mitigation Options

- Address safety concerns at Miller Park Disc Golf Course

## Decision Making

- Choose a safety mitigation package or other action, up to and including removal

## Considerations

- Safety of park users
- Cost of implementation
- Timeline for implementation



# Whirlwind Disc Golf Safety Assessment



Assessment Conducted by Leonard Muise

- Professional designer with extensive experience
- Specializes in disc golf course design

Assessment Date

- September 2024

Leonard's Credentials

- Designed numerous successful courses
- Courses range from neighborhood layouts to professional tour-level
- Recognized for contributions to the sport
- Elected to the World Disc Golf Hall of Fame in 2024

# Course Popularity and Safety Concerns

## Installation and Popularity

- Installed in late 2019, grand opening March 2020
- Grown in popularity since installation

## Safety Concerns

- Issues with errant disc throws
- Impact on non-golfers in the park

## Complaints and Response

- Complaints from park users
- FORPD's response to concerns

## Safety Assessment

- Contracted Whirlwind Disc Golf

## Guidance for Safety Improvements

# Assessment Goals and Findings



## Primary Goal of Assessment

- Evaluate current layout of the disc golf course
- Consider safety for all park users
- Recommend adjustments for improvement

## Findings

- Some holes are not as safe as they could be
- Some areas present significant safety concerns
- Other areas are less problematic

# Community Outreach Meeting



## Community Outreach Meeting

- Held at Miller Park
- Date: October 3, 2024

## Feedback Collection

- Gathered from residents
- Input from park users

## Assessment by Whirlwind Disc Golf

- Safety concerns incorporated into assessment

# Key Safety Challenges

## Risk of Injury from Errant Discs

- Potential for non-golfers to be struck
- Areas of concern: playground, creek, pedestrian pathways, picnic areas

## Blind Spots

- Limited visibility from some tees
- Risks where players cannot see non-golfers or other golfers

## Overlap of Holes

- Fairways overlap with each other
- Increased likelihood of players throwing into adjacent fairways

# Recommended Mitigations



## Relocating Tee and Basket Positions

- Adjusting locations to minimize risk

## Adding Natural Buffers

- Planting trees and hedges for protection

## Installing Netting

- Using netting to prevent stray discs

## Redirecting Pathways

- Changing path to accommodate course design changes

## Improving Signage

- Enhancing visibility and clarity of signs

## Enforcing Closures

- Strictly managing course access after school hours

# Overview of Mitigation Packages



## Three General Mitigation Packages Proposed

- Each package varies in cost and effectiveness

## Hole-by-hole Mitigation Measures

- Major concerns are a “when” not an “if”
- Minor concerns would be beneficial but not considered “necessary”

## Cost Estimations

- Provided costs are rough estimates
- Actual costs may vary once work begins

# Mitigation Package 1



## Cost

- Estimated at \$15,000 - \$20,000

## Scope

- Addition of approximately 15 trees to create fairway corridors
- Relocation of several baskets

## Pros

- High impact on safety
- Moderate cost

## Cons

- Trees will take 5-10 years to mature
- Only satisfies safety concerns in open field area of course
- Addition of trees may make area more inviting to non-golfers

# Mitigation Package 2

## Cost Estimate

- Estimated at \$10,000 - \$15,000

## Scope of Work

- Removal of Hole #3/#12
- Adding one hole in the wooded area
- Re-design of course in wooded area to accommodate additional hole

## Pros

- Reduces the risk of disc flights crossing pedestrian paths

## Cons

- Requires redesign of multiple adjacent holes
- Does not address concerns near playground and creek
- Requires modification of rear parking lot

# Mitigation Package 3



## Cost

- Estimated at \$25,000 - \$60,000

## Scope

- Installation of approximately 700 feet of fencing
- Encloses wooded area
- Restricts non-golfer entry

## Pros

- High reduction in safety risks

## Cons

- High cost
- Visual and park-use impact
- Does not address open field section of course
- Requires modification of rear parking lot

# Hole-by-hole Mitigation



## Cost

- Includes mitigation package costs in many cases
- Cost increases when considering minor recommendations as well as major

## Scope

- Installation of fencing, nettings, trees, signage
- Moves some baskets and tee pads, course re-design
- Varies by location. Begins on page 42 of safety survey.

## Pros

- Maximum reduction in safety risks
- Mitigates risk throughout course

## Cons

- Most costly and time-consuming
- Some mitigation measures may not be realistically viable

# Course Removal and Relocation Options

## Current Situation

- Board considering removing disc golf course from Miller Park
- Seeking alternative location

## Potential Sites Explored

- Gum Ranch
- Fair Oaks Park
- Phoenix Park
- Bannister Park

## Site Requirements

- Adequate space
- No existing usage or limited existing usage

## Challenges

## Next Steps

# Course Removal Costs

## Course Removal Costs

- Estimated at \$8,000 - \$10,000
- Includes dismantling of baskets, tees, and signage
- Restoration of impacted areas to original condition

# Course Relocation Costs

## Estimated Relocation Costs

- Range: \$10,000 - \$20,000
- Includes design, installation, signage, and land preparation

## Additional Costs

- Potential costs for parking and landscaping
- Infrastructure requirements may vary
- Safety Assessment likely necessary at new location

## Total Estimated Costs

- Range: \$20,000 - \$40,000
- Costs may fluctuate based on unforeseen factors

## Next Steps

- Staff to work with stakeholders for new location
- Board recommendation required

# Conclusion

Respectfully Submitted,

Sean Ventura

Parks & Facilities Manager

Summary of Comments Received by Attendees at Miller Park Disc Golf Public Outreach Meeting  
Attendees

**Meeting Date:** October 3<sup>rd</sup>, 2024

**Meeting Time:** 6 pm

**Meeting Place:** Miller Park

- One attendee asked if the Whirlwind Disc Golf (Safety Survey contractor) ever came out to Miller Park during the hours when school is getting out of session.
  - The contractor confirmed that they were present during those times.
- Next door neighbor asked if trees planted near their fence were intended to aid with keeping disc golf separate.
  - Staff responded in the affirmative
    - Neighbor demanded they be removed due to not wanting trees to touch their fence or the possibility of shade on their vegetable garden.
- Next door neighbor stated that over 300 discs flew over their fence and the disc golf players were bothersome in attempting to get the discs back
- Next door neighbor stated that the disc golf course was enabling more marijuana use within the park.
- Next door neighbor stated that people were engaging in intercourse too close to her fence due to the sound barrier designed to reduce noise levels from disc golfers near property line
- Next door neighbor stated that conversations near their property line were obscene and too loud.
- Next door neighbor stated that the course was an irritant and should be removed.
- An attendee requested documentation from Whirlwind Disc Golf regarding their knowledge of injury rates occurring on disc golf courses.
  - Whirlwind Disc Golf contractor admitted that much of that knowledge was anecdotal, as comprehensive studies as to injury rates aren't available.
- An attendee asked whether the close proximity to Earl Legette Elementary School get taken into consideration prior to the installation of the disc golf course?
- An attendee stated that Earl Legette Elementary School no longer allows children close to the school's northern fence line due to disc golfers.
- Several attendees stated that disc golfers were regularly shouting at children.
- Several attendees expressed their desire to remove the disc golf course.
- Several attendees expressed their desire for the course to be moved to a different park.
- An attendee expressed their desire for the District to find a solution for homeless encampments within the park that was something other than a disc golf course.
- An attendee stated that families are no longer going to Miller Park because of the presence of the disc golf course.
- Attendees expressed that the additional signage was appreciated but ineffective.
- Several attendees stated that the park was too small for a disc golf course.
- Several attendees questioned what the next steps they can take might be, whether the disc golf safety survey would be appearing on the October Board Agenda, and what the timeline for change might be.

- An attendee who requested to speak in private stated that the District needed to make a task force to make decisions about the course by utilizing staff from the Fire Department, the Sheriff's office, the local school Board, and County supervisors. The attendee then offered their services in organizing this task force for the District.

## MITIGATION OPTIONS & RECOMMENDATIONS: HOLE-BY-HOLE

Mitigations listed below each hole are grouped by Major and Minor.

- The Major concern(s) below, if any, are copy-pasted from the Site Assessment above.
- **The mitigation of Major concerns should be considered non-negotiable – i.e., it's a question of when, not if.**
- The mitigation of Minor concerns is valuable, but not essential. A cost-effective approach is recommended.

**Hole #1: C- becomes B- if highlighted mitigations are applied**

**Hole #10: C- becomes B- if highlighted mitigations are applied**

**Major concerns:** Pulled flights from the tee that miss the mando; overthrows and pulled shots (both from the tee and fairway) that cross the pedestrian path.

### Major Mitigations

- Recommended: Mitigation Package #1. (*details above*)
  - Package #1 adds many trees to the fairway to block errant shots from reaching paths. It also separates the fairways well – a lower priority here.
  - Package #2 would also work. (*Details above.*)
- (*applicable whether or not either Package is used*) Prevent errant shots from flying across the early right path toward basketball court. Recommended: Choose one of these two.
  - Move the tee to the left of the information kiosk, so that two existing olive trees block most pulled flights.
    - This also eliminates the need for the mandatory.
    - It also adds a few feet to the hole, given that other mitigations shorten the hole.
    - It will necessitate relocation of the practice basket
  - Plant two trees with low canopies (e.g., olive trees) to the forward right of the tee, creating a barrier to block most pulled flights.
    - Keep the mandatory.
    - Note: This mitigation would be slightly less impactful in conjunction with Package 2, as the new hole would be shifted away from the path.
- Recommended: Move the baskets away from the path
  - (*applicable if using Package #1*) Move the baskets 45 feet from nearest path
    - Move the long/left (A) position 20 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 35 feet shorter and slightly left (from tee perspective)
  - (*applicable if not using either Package #1 or #2*) Move the baskets 60 feet from nearest path
    - Move the long/left (A) position 35 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 55 feet shorter and slightly left (from tee perspective)



### Minor Mitigations

- (*if tee is not relocated*) Create a drop zone for the mandatory near the mandatory itself, positioned so that the mando tree helps block another pulled shot.

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**Insight**

*Overthrows tend to be proportionate to the distance of the throw. The farther the flight to the basket, the more space should be provided between the basket and any risky areas behind it. My rule of thumb -- for unobstructed flights over level ground with negligible wind – is 20 feet + 15% of the farthest common distance that reaches the basket. On a 300-foot hole where a significant number of players can reach the basket from the tee, the recommended buffer would be 65 feet behind the basket ( $20 + (3 \times 15)$ ).*

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*Possible relocation of tee on #1/#10. Info kiosk and trees prevent pulled shots from crossing the path near the basketball court.*



*Grassy meadow where 10-20 new trees could separate fairways for the first 3 holes and create barriers to discs flying across the path.*

**Hole #2: D becomes C+ if highlighted mitigations are applied**

**Hole #11: D becomes C+ if highlighted mitigations are applied**

**Major concerns:** Pulled flights from the tee toward BBQ/picnic people who are very close to the tee; several minor concerns.

**Although the probability is very low, this is the most likely location for a very serious injury.**

### Major Mitigations

- Recommended: Relocate or remove both BBQ grills so that people are less likely to stand within 15 feet of the flight path of an ideal throw.
  - (and/or) Add an 8-foot-tall, 40-foot-long fence or mesh barrier between the tee and the picnic shelter, parallel to the fairway. It would be ugly, but a natural hedge wouldn't work because it would conceal people who might walk around it.
  - (or) Move the tee up 40 feet. If grills are re-located, moving up 30 feet would be sufficient.



### Minor Mitigations

- Recommended: Remove the bench near the walkway junction at the middle of the tennis courts. It gets little use.
  - (and/or) Plant roughly 80 feet of 6-foot edge along the path parallel to the middle set of tennis courts, ending slightly beyond the bench's current location.
- Remove the seldom-used paved path near the B and C basket positions.
  - The last 100 feet from the Y aside B position is particularly suitable for this mitigation, as path use is very low and risk is highest near the baskets.
  - The previous 100 feet would also make sense, resulting in a clean line where the path makes a 90 degree turn at the east-west junction of the path.
  - Putting grass here would greatly improve the aesthetic and playability of the hole. No more rough skips on the paths. No more fairly random OB penalties.
  - *Note: Removing the full ~200 feet would be fantastic, but it's not sufficiently high-risk to make the official recommendation list.*
- Put a 4-foot-high fence, running north-south from the tennis courts to the edge of the grass at the road, starting about 20 feet from the corner of the courts.
  - If the optional mitigation to move #1/#10 tee is implemented, the practice basket should probably move. This area would be one of the two obvious places to relocate it – so the fence wouldn't work in that scenario.
  - Again, there's very little play around the corner of the courts and visibility through the courts' fence is good – but if players are inclined to play the current C position or temporary positions further around the corner, then the fence becomes somewhat more useful.

### Mitigation Packages (*details in Mitigation Packages section above*)

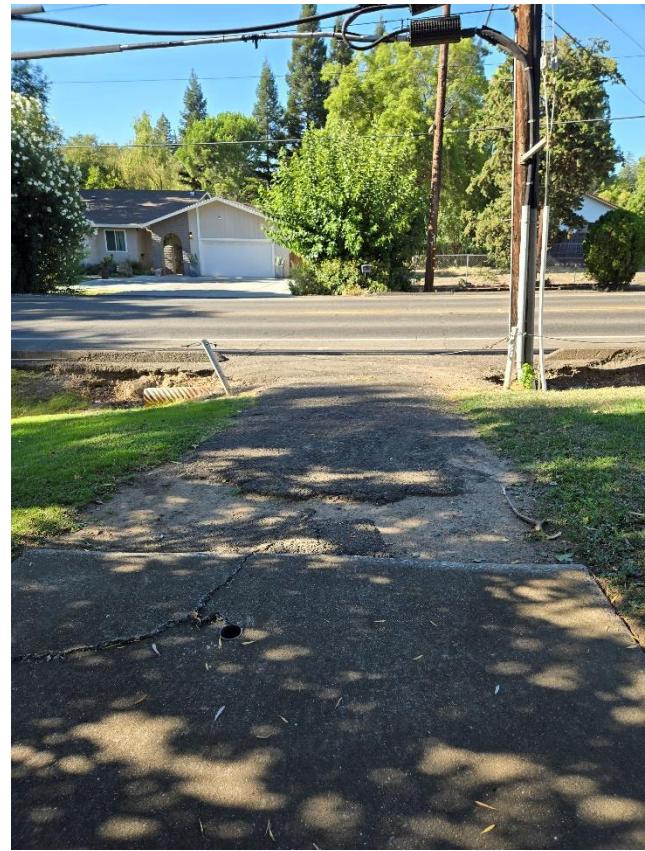
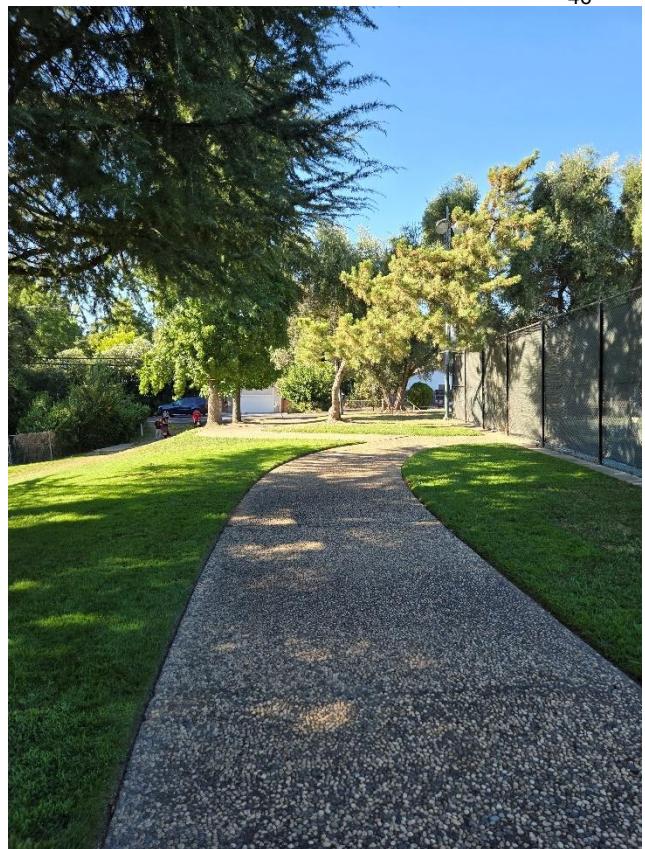
- As described above, Package #1 (recommended) greatly impacts this hole.
- Package #2 (optional) would impact this hole. It would be renumbered as #9/#18.
- Package #3 (optional) would not impact this hole.



**Strongly recommended:** Both BBQ grills should be relocated, ideally south of the shelter. People standing at the grills are only 15 feet from where ideal shots are intended to fly – very much exposed to errant shots pulled hard to the right from the tee.



**Recommended:** The bench on the right side of the fairway should be relocated. Pulled shots don't fly to/beyond this bench often, but it's not rare enough to accept the risk.



*Optional mitigation: Replacing seldom-used path with grass. Would reduce pedestrian traffic, and increase golf fun. Priority would be the last ~100 feet from the flat Y, down to the street. All ~200 feet, from the corner of the tennis court, would be ideal.*

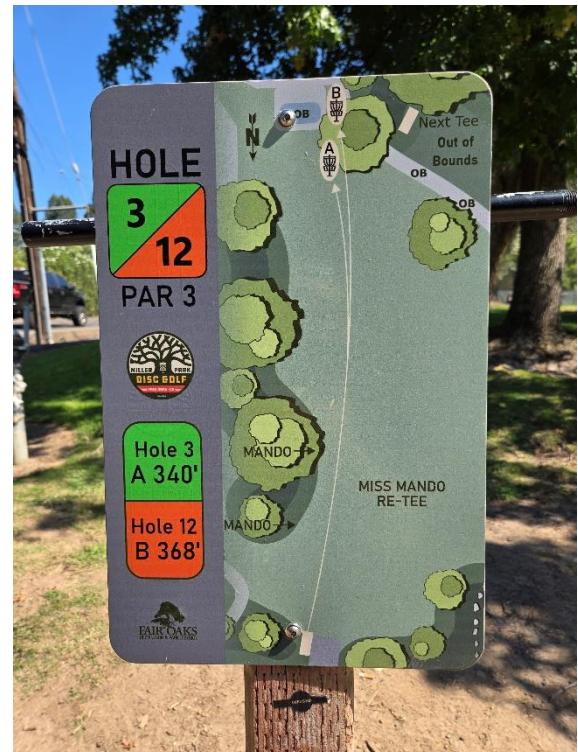
**Hole #3: C- becomes B- if highlighted mitigations are applied**

**Hole #12: C- becomes B- if highlighted mitigations are applied**

**Major concern:** Overthrows and pulled shots that cross the pedestrian paths (both from the tee and from the fairway); some minor concerns.

#### Major Mitigations

- Recommended: Mitigation Package #1. (details above)
  - Package #1 adds many trees to fairway to block long throws from reaching paths. It also separates the fairways well – a lower priority here.
  - Package #2 would also work. (Details above.)
- Recommended: Move the baskets away from the paths.
  - The new distance would be much shorter, as the baskets reside in/near peninsula with paths on 3 sides.
  - It's very risky to have busy and/or blind paths in play with regularity, even if the disc is usually flying slowly.
  - (applicable if using Package #1) Move the baskets 45 feet from nearest path
    - Move the long/left (A) position 55 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 60 feet shorter and slightly left (from tee perspective)
  - (applicable if not using either Package #1 or #2) Move the baskets 60 feet from nearest path
    - Move the long/left (A) position 65 feet shorter and slightly left (from tee perspective)
    - Move the short/right (B) position 75 feet shorter and slightly left (from tee perspective)



#### Minor Mitigations

- No other observed issues necessitate any actions.



*Recommended: Mitigation Package #1 adds many trees to this open space, separating fairways and, more importantly, blocking most flights from reaching any paths.*

**Mitigation Packages (details in Mitigation Packages section above)**

- As described above, Package #1 (recommended) greatly impacts this hole.
- Package #2 (optional) would great impact this hole. This hole would be eliminated.
- Package #3 (optional) would not impact this hole.



**Recommended: Mitigation Package 1 & pulling both baskets back from the paths.** There's nothing stopping pin-high fairway shots from flying onto or across the main path. Depending package decision, these baskets should be pulled back 55-70 feet.



**Recommended: Pulling both baskets path from the path.** With paths on 3 sides, it's extremely difficult to avoid throwing where people may be walking, including some people who might not be visible behind the bathroom as the player throws.

**Hole #4: C** remains **C** as no major mitigations are identified

**Hole #13: C** remains **C** as no major mitigations are identified

**Major concerns:** No major concerns; many minor concerns.

#### Major Mitigations

- No major concerns identified; no major mitigations needed.

#### Minor Mitigations

- Recommended:** Pull the tee pad back at least 24" to enable a reasonable follow-through without bumping into the retaining at the front of the tee.
- Add a tree on the right side of the fairway, fairly close to the tee, which blocks pulled drives from flying into the greens for #9/#18 B and C positions.
- Create a drop zone for the mandatory near the mandatory itself, positioned so that the mando tree helps block another pulled shot. This will also enable visibility to basket positions that are blind from the tee.
- Don't play B position often, as it's very close to the ideal drive on the adjacent fairway for #9/#18. Probably best to remove it.
- Recommended:** Add basket flags to both baskets to help players on the tee know where they're throwing, to help them stay out of adjacent fairways. (*Note: This report's Google map shows a flag for each position, but a flag is only needed for each baskets – i.e., 2 flags, not 4.*)



*Many minor mitigations could be helpful on #4/#13. For example, re-setting the tee pad so players have more room to follow-through before bumping into the retaining wall.*

**Mitigation Packages (details in Mitigation Packages section above)**

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would impact this hole, somewhat indirectly.
  - To make room for a new hole between current #6/#15 and #7/#16, both the tee and the basket positions would be pulled back roughly 30 feet.
- Package #3 (optional) would impact this hole slightly. The tee area would be one of the 3 entry points into the wooded southwest quadrant of the course, which will otherwise be fenced off.



*Looking back over the crown toward a tee area which is largely blind from deeper in the fairway.  
Recommended: Basket flags would help players know where the intended targets are located.*

**Hole #5: C- becomes B- if highlighted mitigations are applied**

**Hole #14: C- becomes B- if highlighted mitigations are applied**

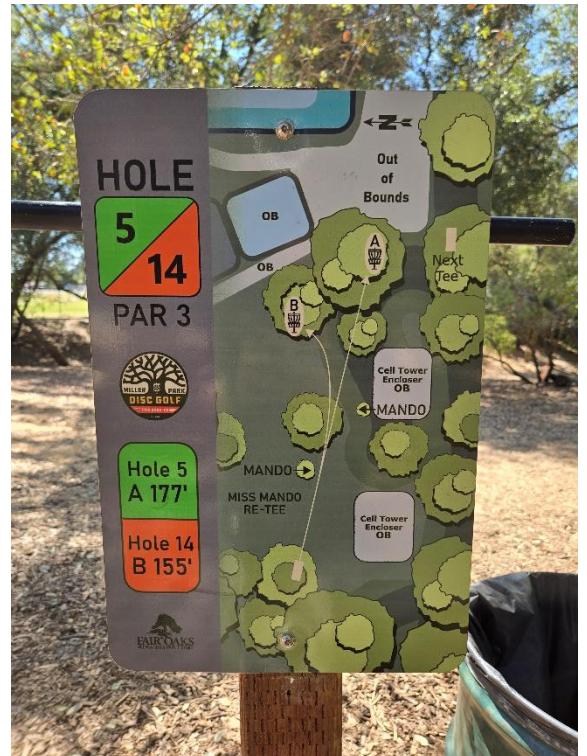
**Major concern:** Overthrows from the tee and fairway can easily cross the gravel path; some minor concerns.

#### Major Mitigations

- Recommended: Eliminate the path/parking access and parking spots behind the baskets. This yields roughly 15 more feet playable space behind the baskets.
  - Recommend keeping the posts as the OB line behind the baskets, to discourage players from being aggressive running the baskets given the extra room.
- Recommended: Install ~50 feet of 5- or 6-foot fence from near #6/#15 tee, tying into the court fence of same height. Will prevent most people from walking behind the baskets.

#### Minor Mitigations

- Add netting to the fence of the utility enclosure, extending the height another 4 feet. This should reduce the number of players who try to retrieve discs inside the enclosure.
- Plant two trees on the left side to block flights that go around the left mando.
- Restore the B (short left) position to standard height, so that aggressive shots fly lower past the baskets – reducing the height of the disc across the path or even into the practice area.
  - In which case, a basket flag might help players see the basket.
- If the major mitigations above are not applied, install an 8-foot fence just inside the wood posts, starting near #6/#15 tee and ending where the parking wall squares up – roughly 115 feet.



*Recommended: Remove parking area and add a fence to largely eliminate the risk of people walking behind the baskets.*

**Mitigation Packages (details in Mitigation Packages section above)**

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would impact this hole, somewhat indirectly.
  - To make room for a new hole between current #6/#15 and #7/#16, this tee might be moved ~25 feet downhill. Then, to recover the lost distance and end up with two holes of the same distance as before, the B position (currently short, left) would be moved to near the current #6/#15 tee. This assumes, as shown in the preliminary design for Package #2, that a fence has been installed as a backstop.
- Package #3 (optional) would potentially impact this hole, but essentially redundant to the individual recommended changes above: removing the parking area and fencing off the path.



*Extending the fence on the utility enclosures would reduce attempts to retrieve discs.*



*View from a proposed basket position near current #6/#15 tee. This position assumes the tee has been relocated and the gravel path has been blocked.*



*Lowering the B basket would reduce high flights over path and toward the practice courts.*



**Recommended: Remove parking access and parking spots, install fence to greatly reduce foot traffic behind baskets.**

**Hole #6: D becomes C if highlighted mitigations are applied**

**Hole #15: D becomes C if highlighted mitigations are applied**

**Major concern:** Blind flights from the tee which are intended to fly directly down a well-worn social trail; some minor concerns.

#### Major Mitigations

- Recommended: Move the tee to an elevated position near the school fence.
  - Path visibility will be greatly improved. Much less likely to throw when someone is one the path.
  - Pulling the hole back – both tee and baskets ~65 feet back – means flights over the crest of the hill will be traveling more slowly vs current situation where well-thrown flights are just past their mid-point.
  - Installation notes:
    - The flat spot aside the school fence may need to be widened and reinforced.
    - The path to/from the tee will need durable natural steps (e.g., railroad ties w/ gravel) to ensure easy ingress and egress in all weather conditions.
    - Recommended: The school fence should be extended to 10-feet-high if possible, for roughly 100 feet in length. Deflections over the fence will not be common even without the extension; nonetheless, worthwhile to reduce the minor safety concern and potential nuisance.
    - Some minor tree trimming would be needed to open up the intended flight path.
  - If Package 2 is applied, the new hole would be as challenging as the existing hole, perhaps more. The extra ~65 feet of distance at the tee nearly offsets pulling the baskets ~70 feet forward. If Package 2 is not applied, the longest position on this hole might be considered a par 4.
  - Incidental: This makes room for a new basket position on the preceding hole – especially useful if Package 2 is applied. (*see details in #5/#14 info above*)
- Recommended: Route non-golfers clockwise through the wooded course area, starting near tee #6/#15, exiting along the fence near tee #8/#17.
  - This helps avoid the worst-case scenario where a walker is coming over the hill toward the throwers and they can't see each other to avoid the risk. If the walker is heading the same direction as the players, the players will wait and walkers will normally keep moving after they disappear over the hill.
  - After the walkers clear the fairway for #6/#15, they will remain highly visible to players on #7/#16, #8/#17, and #9/#18 – very little risk compared to walking *into* flights on #6/#15.
  - Recommended: Signs should be installed at each end to encourage clockwise direction, and perhaps mid-trail as well.
  - Natural materials should be used to define the trail so that people consistently pass through on the safest route, with a consideration of efficiency, slope, and erosion – e.g., peeler core or rocks or something which periodically defines the location of the trail.
- Recommended: As detailed on hole #5/#14 mitigation notes, a fence will be installed starting near the current #6/#15 tee – where the swinging gate is located – and connecting to the practice court.



## Minor Mitigations

- Add netting to the fence of the utility enclosure, extending the height another 4 feet. This should reduce the number of players who try to retrieve discs inside the enclosure.
- Rebuild the terracing up to the B position to ensure safe footing in all weather conditions.

### Mitigation Packages (*details in Mitigation Packages section above*)

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would impact this hole, somewhat indirectly. The relocation of this tee box is recommended here, whether or not Package #2, which includes the same relocation, is applied. The main impact of Package #2 would be shortening this hole -- not much, given the new tee – so that there's room for another hole down the same fairway as the existing #6/#15.
- Package #3 (optional) would impact this hole slightly. The tee area would be one of the 3 entry points into the wooded southwest quadrant of the course, which will otherwise be fenced off.



*Current tee on #6/#15 is blind over the crest of the hill. Good shots fly right through the space where most walkers go.*



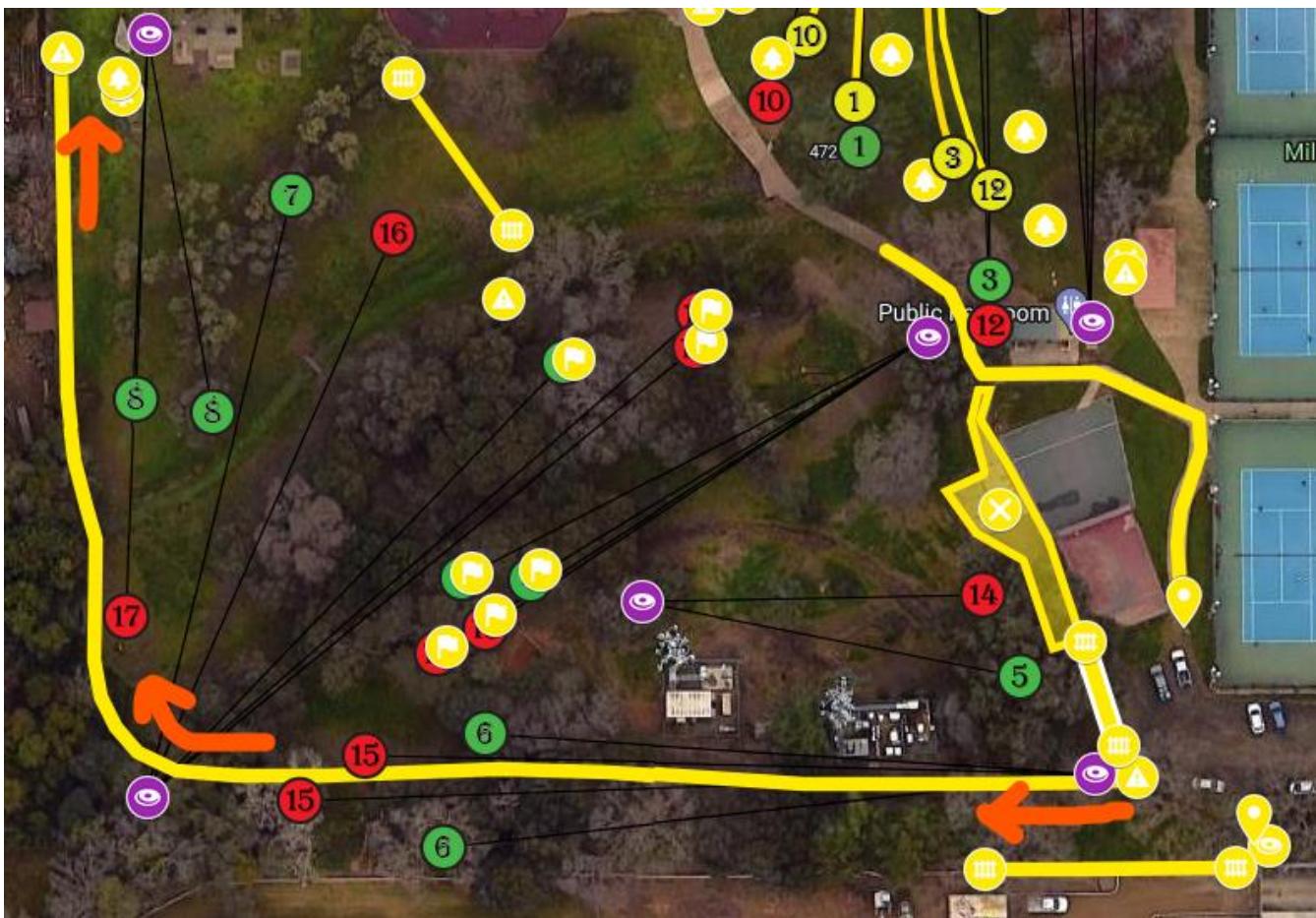
*Recommended: New tee on #6/#15 is elevated and pulled back ~65 feet. Increases path visibility, reduces speed of discs which crest of the hill. New tree and fence extension help keep discs out of the school yard.*



Map excerpt showing new tee (orange arrow), relative to current basket positions. Fence extension also in shown in yellow.



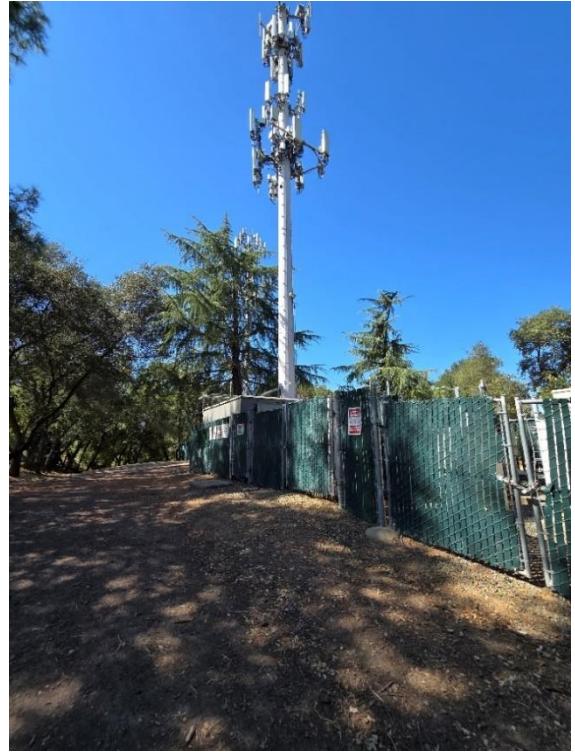
Map of new tee (orange arrow) with holes re-designed and re-numbered per Package #2. Rough location for all tees & baskets.



Yellow line with orange arrows: Clockwise path primarily intended to prevent walkers from walking into flights on #6/#15.



*Path to new tee on #6/#15 will need durable, year-round steps.*



*Fence extension would reduce discs into enclosures.*



*Walkers disappear over hill in the middle of the fairway.*



*The trail in the middle of the fairway is already well-worn.*



Terraced green for B position could be shored up for safe year-round access.



If Package #2 is applied, the new hole would basically use the second half of existing hole #6/#15. These images show the shortest position (to existing B position on #6/#15) and longest positions (to existing D position and beyond. These are preliminary locations.

## Hole #7: C becomes B- if highlighted mitigations are applied

## Hole #16: C- becomes C+ if highlighted mitigations are applied

**Major concern:** Flights from tee landing near creek or long right where non-golfers, including kids, may not be visible when throwing; some minor concerns.

### Major Mitigations

- Recommended: Install a 4-foot or 6-foot fence about 45 feet beyond the B position, roughly 90 feet long, running from the playground down near the creek.
  - Recommended: Put standard disc golf caution signs at both ends of the fence.
  - Angle the fence so that people sitting on the bench at the west side of the playground have clear line of sight down to the creek.



### Minor Mitigations

- Plant roughly 70 feet of hedge or some sort of natural screen on the playground side of the fence that runs from playground down to the creek.
  - If lacking a natural screen, a taller fence is preferable, as kids may climb over the 4-foot fence more often than a 6-foot fence.
  - Without a natural screen, the fence will look ugly.
- Recommended: Extend the fence suggested above all the way across the creek to the base of the hill, below fairway for #9/#18. This would be more effective keeping kids away from disc flights.
  - Concern that having a fence across the creek could be a maintenance or safety issue itself.
- Move the wood bridge roughly 30 feet downstream of current location. This would be more visible to players on the tee, and less useful for non-golfers crossing to get to/from playground and picnic areas.
- Preserve the overhanging branches above the drop zone; restore if lost. The branches block many flights that would otherwise fly around the corner, possibly where kids are unseen along the creek.
- Don't play (or remove) the B position on subsequent hole #8/#17, as it's very much in play on this hole, especially when playing to the A position. (*more detail in #8/#17 recommendations below*)
- Install two more caution signs, roughly 30 feet on either side of existing caution sign near the picnic area.
- If no fence, then move B position ~30 feet shorter and add more caution signs.

### Mitigation Packages (*details in Mitigation Packages section above*)

- Package #1 (recommended) would not impact this hole.
- Package #2 (optional) would not impact this hole.
- Package #3 (optional) would impact this hole slightly. The clockwise-trail would run close to the tee area, but visibility would be excellent with extremely low risk of someone getting hit near the tee.



**Recommended:** Fence (orange arrows) separates course from kids playing near the creek. Adding a screen would be more effective and more attractive.



Both baskets are ~85 feet from playground, normally sufficient separation -- except that kids don't just stay there.



*Recommended: 4-foot fence running from the playground across the creek, along the camera location toward the bench at the west side of the playground. Placed to the shady side of the tree at each end.*



*Looking east, this section of creek is ~120 feet from the recommended fence to the path/bridge.*

**Hole #8: B-** remains **B-** as no major mitigations are identified

**Hole #17: B-** remains **B-** as no major mitigations are identified

**Major concern:** No major concerns; some minor concerns.

#### Major Mitigations

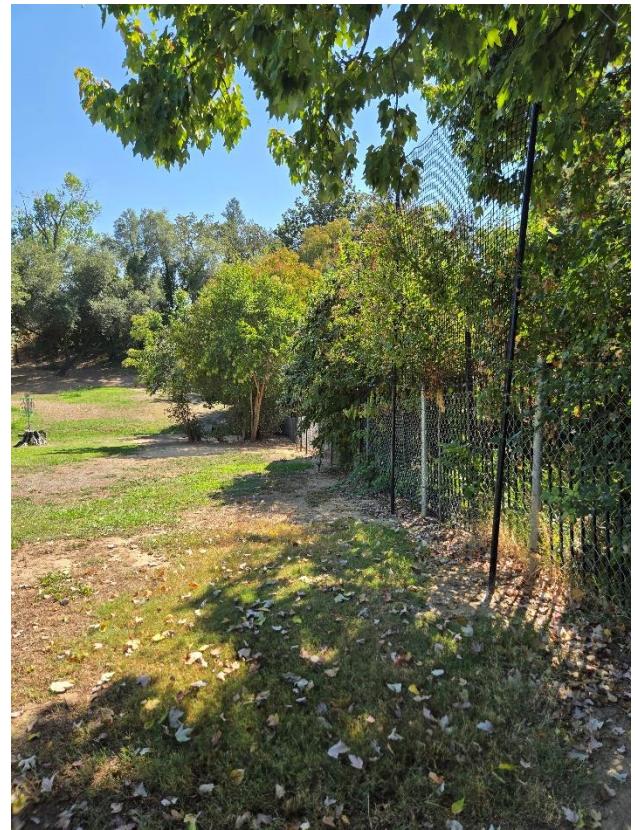
- No major concerns identified; no major mitigations needed.

#### Minor Mitigations

- Though not a major concern from a safety perspective, the shelter and mandos are insufficient to stop pulled drives from going at/over the fence along the property line.
  - Recommended: Plant two trees roughly 20 & 30 feet from tee, between the shelter and first mando on right.
  - (if blocking trees are not planted) Create a drop zone at the mandatory itself, rather than giving the inaccurate player a chance to make the same mistake from the tee.
- B position is in the fairway for the preceding hole #7/#16 – located short, left where many drives that hole might land.
  - Remove B position completely as it's less safe and less fun than the other positions.
  - If decided later to add another position to this hole – possibly for repair of the A or C positions – find a new place within this fairway.
- Remove the blackberry bushes “inside circle one” (within 10 meters) behind the C position.



The tee on #8/#17 is very close to a reservable picnic area, but there's just enough room.



**Recommended:** New trees on #8/#17 will block most shots flying between the shelter and mando, toward the property line fence. This should reduce the need for net maintenance and also reduce trespassing.



**Hole #9: B-** remains **B-** as no major mitigations are identified

**Hole #18: B-** remains **B-** as no major mitigations are identified

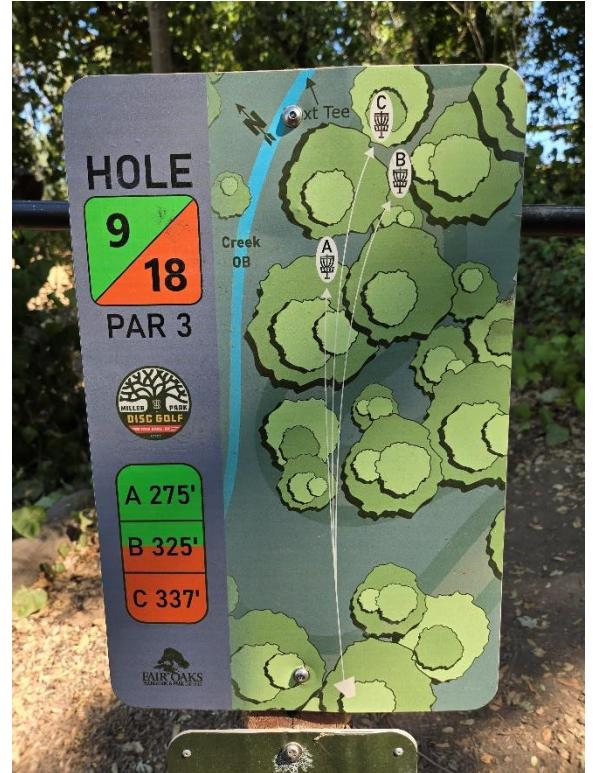
**Major concern:** No major concerns; several minor concerns.

#### Major Mitigations

- No major concerns identified; no major mitigations needed.

#### Minor Mitigations

- Recommended: Add basket flags to both baskets to help players on the tee know where they're throwing, to help them stay out of adjacent fairways. (Note: This report's Google map shows a flag for each position, but a flag is only needed for each baskets – i.e., 2 flags, not 3.)
- Planting a new tree on the right edge of the fairway, about 80 feet off the tee, would help keep drive out of the greens on #4/#13 and even landing areas for #6/#15.
- As noted above, the B position on #4/#13 is at the edge of this fairway, very much in play for accurate drives. It shouldn't be played often, if at all.
- The makeshift dirt steps down from A position toward the creek could be improved for year-round safe footing.



*Erosion and maintenance are factors in the sloped areas near greens on #9/#18.*

## MITIGATION RECOMMENDATIONS: ENTIRE COURSE

Mitigations listed below each hole are grouped by Major and Minor.

- The Major concern(s) below, if any, are copy-pasted from the Site Assessment above.
- **The mitigation of Major concerns should be considered non-negotiable – i.e., it's a question of when, not if.**
- The mitigation of Minor concerns is valuable, but not essential. A cost-effective approach is recommended.

**Major concern: At times, the course area is crowded with non-golfers, especially the grassy meadow on school days (holes 1-3, 10-12). Mitigations:**

- Recommended mitigation: Closing the course when it's crowded with school kids.
  - **Setting a time for course closure.**
    - Ideally, a simple closure framework would be established so that frequent players could remember easily. However, the school has different times for the end of the school day, depending on grade (kindergarten vs K-6), and day of week (Thursdays are earlier).
    - Ideally, given that the kids usually flow through the park and course areas for no more than 30 minutes, a one-hour closure should be sufficient.
    - Recommended: Update the course signage and UDisc info with precise times for the regular bell schedule – including different grades and different days.
    - **Recommended closure times:**
      - Observed: High number of non-golfers on the course was typically ~30 minutes before school, 45-60 minutes after school.
      - Morning and lunch every day: 8:00-9:00 am & 12:00-1:30 pm
      - Afternoon: Thursdays: 2:00-3:30 pm. All other days 3:00-4:30 pm.
      - Special schedules: An hour before school starts and 90 minutes after school ends

Regular schedule - every day except Thursday:

Grade	Start Time	End Time
AM TK and Kindergarten	8:40 a.m.	12:00 p.m.
AM Combo Kindergarten	8:55 a.m.	12:15 p.m.
PM TK and Kindergarten	12:05 p.m.	3:25 p.m.
1st - 6th Grade	8:55 a.m.	3:25 p.m.

Regular Thursday schedule except finals days:

Grade	Start Time	End Time
TK and Kindergarten	8:40 a.m.	12:00 a.m.
Combo Kindergarten	8:55 a.m.	12:15 p.m.
1st - 6th	8:55 a.m.	2:15 p.m.

<https://lequette.sanjuan.edu/our-school/bell-schedule>

- **Closing the whole course vs closing certain holes.**
  - Various mitigations above, including official recommendations, should reduce the number of kids in high-risk areas of the course. Those mitigations would be most effective in the wooded area (holes #4/#13 to #9/#18) where kids are less of a concern, compared to the holes in the grassy meadow.
  - **Recommendation: For simplicity, close the entire course, not just some holes.**
    - Also recommended: This decision should be revisited within 2-3 months of re-setting the hours and implementing the specified mitigations. If foot traffic through the wooded area has been reduced and/or directed clockwise through fairway #6/#15 – and if compliance with the course closure has been excellent – then the wooded area could remain open, on a trial basis. Hopefully, this opportunity would motivate for compliance. (see more re compliance below.)

- **Communicating the park closure time.**

- Currently, there are two sets of signs at the park and/or online communicating different time periods for closure. (see below)
- **Recommended:** Place a barricade on the first tee when the course is closed.
  - Who can do this? Perhaps a school safety officer. If they do so before and after the rush of kids, perhaps this won't be too much of a hassle. Or maybe parents, who ideally wouldn't be asked, would nonetheless be the best candidates for this task.
  - Where is the barricade stored when not on the first tee? If somebody official is responsible, it could be chained to the information board near the first tee – where it will be visible when not in effect.
  - Additional mitigation, but not as essential: Put identical barricades on holes 4, 6, and 8.
- **Recommended:** Ensure the information board emphasizes the closure times – as it currently does, but perhaps even more prominently. This is a mutual responsibility of the park dept and the club.
- **Recommended:** Ensure UDisc emphasizes the closure times. It's good that the information board includes a QR code for the course information. Keeping UDisc updated is a club responsibility.



- **Enforcing the park closure time.**

- Carrot: Per above, if compliance is very good – let's say no more than 20 players violate the closure in a given month (that's about 1-2% of all the rounds played) – then the back 6 wooded holes could remain open on a trial basis of no specific duration. (*As above, this assumes the aforementioned mitigations have also been effective in reducing/controlling foot traffic in that area.*)
- Acknowledged: Getting an accurate count of non-compliance will be difficult. The obvious scorekeeper would be park staff. Moreover, it's likely to be undercounted, as nobody's going to be counting every closure period. Might be worthwhile for park staff to drop by during these times, especially after the new standards and communications have been established.

- Stick: If compliance is poor – let's say more than 20 players violate the closure in any week of a given month – then:
  - The clock to qualify for the carrot (above) starts over in the following month.
  - If compliance is poor more than 2 months in a row, the morning and afternoon closure periods will be changed from one hour to two hours for at least two months for the rest of the current month and all of the following month.
- If non-compliance persists, further restriction of access may be necessary – although, as above re barricades on tees, it may be unclear or difficult who would perform these tasks:
  - Put covers on baskets during course closures. Covers could be anything from plastic trash bags to custom lockage canvas covers.
  - Periodically issue citations to violators, with potential financial penalties. And publicize any such enforcement to deter others.
- Guiding the kids to areas that are less likely to impact safety on the course.
  - To repeat some of the recommended mitigations that have been referenced above:
    - Closing the path behind the baskets on #5/#14 so that school kids use the paved path near the tennis courts.
    - In the same area behind #5/#14, put a fence which funnels foot traffic past the tee on #6/#15 – to some extent impeding the number of kids, not just making their location more predictable.
    - Installing a fence and natural barrier from the playground down to the creek, greatly reducing foot traffic near the baskets on #7/#16.
    - Additional mitigations are included in this report which could further reduce high-risk foot traffic – e.g., fencing the entire wooded area, leaving only 3 entry points. Those mitigations are not officially recommended as they don't appear to have enough positive impact to offset the cost, complexity, or potential detriment to the character of the park.
  - Increasing kids' awareness of disc golf so that if they enter a fairway or green, they know to look for golfers and discs in flight.
    - It will be difficult to 'move the needle' on this. The kids are young and it's great for them to be able to run around the park without worrying about things like golf discs. Nonetheless, there's no harm in encouraging this awareness.
    - Perhaps add a barricade sign near the top of the ramp above the bathroom, where most of the kids will flow into the park after school, which says something like "Disc Golf Course Ahead" with a big, fun, colorful graphic.
    - Further invest in school programs for kids to learn to play, either on campus or at the course.
    - Maybe the course is open \*only\* to school kids and their families during the "closure" hours

### **Major concern: Non-golfers in fairways are at risk because players can't see them from the tee.**

- Recommended mitigation: Routing non-golfers clockwise through the wooded course area, starting near tee #6/#15, exiting along the fence near tee #8/#17. (See more details in the Hole-by-Hole mitigation notes above for hole #6/#15.)

### **Minor concern:** Signage around the course is much better than typical courses, in terms of quality of message, frequency, and locations.

- A few additional caution signs may be worthwhile. (*additional are mentioned in Hole-by-Hole report*)
  - At the intersection of the main path and the offshoot path to the playground. Positioned to be visible to people heading from the playground onto the main path.
  - Near the fence to the right of the shelter next to #8/#17 tee. (*This is already part of the recommended mitigation to encourage a one-way clockwise trail along the edge of the course, starting at the #6/#15 tee and exiting here. For more details, see Hole-by-Hole mitigation notes for #6/#15 below.*)
  - At the base of the natural steps on the left side of #9/#18 fairway.

- At the edge of the reservable picnic area where it meets the grass, near #2/#11 tee. Positioned to be visible from the picnic area. (*Mitigation of risk associated with this picnic area is detailed above.*)
- In the grass north of the tennis courts, facing people as they are about to enter the greens for the long positions on hole #2/#11.
- Mandatory signs could be larger and brighter. Good that “mandatory” was recently printed on them.



## STAFF REPORT

**Meeting Date:** **October 16<sup>th</sup>, 2024**

**To:** **Board of Directors**

**From:** **Michael J. Aho, District Administrator**

**Subject:** **Approval of Public Art Policy**

**Prepared By:** **Jen Schuler, Arts & Entertainment Manager**

### **I. Recommendation**

Approve Public Art Policy as recommended by the Policy Review Committee and forward it to the District's contracted attorney for review.

### **II. Background**

The Policy Review Committee met on October 7th, 2024, to review several new policies, including the Public Art Policy. This policy was developed in response to discussions surrounding public art projects and the need for a structured approach to how public art is commissioned, installed, and maintained within the district. The policy ensures the District has clear guidelines on community engagement, artist selection, and funding strategies for various projects, such as wrapping electrical boxes, painting benches, and memorializing murals.

The only edits made were the removal of the appendix listing specific projects, allowing flexibility for maintenance agreements to be handled on a case-by-case basis. The Committee recommends that the full Board consider approving the Public Art Policy and submitting it for legal review by the District's contracted attorney.

### **III. Problem /Situation/ Request**

The Public Art Policy was developed in response to the growing interest in public art projects within the Fair Oaks Recreation & Park District. As the community continues to expand, there is increasing enthusiasm from residents, local businesses, and organizations to support public art initiatives that enhance the district's cultural and aesthetic landscape. To manage this interest and ensure transparency, it became necessary to establish a formal policy guiding the selection, funding, and maintenance of public art, while encouraging community involvement.

This policy outlines the procedures for accepting and utilizing contributions for public art projects and provides a clear framework for the selection and commissioning of artists, ensuring that all projects align with the district's values and community vision.

We are requesting approval to submit the Public Art Policy to the District's contracted attorney for legal review to ensure compliance. This policy will ensure public art projects are managed efficiently, with well-defined guidelines for community engagement, funding allocation, and artist selection.

**IV. Financial Analysis**

The main financial impact of approving this policy is the cost of attorney review to ensure compliance with district regulations. Once in place, the Public Art Policy will encourage community donations and grants, with funds directed to the Fair Oaks Recreation Foundation or other partnered foundations for art installations, maintenance, and future improvements. All donations are tax-deductible, providing further incentive for community support of public art initiatives.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A: Draft Public Art Policy



## **Public Art Policy for Fair Oaks Recreation & Parks District**

**PURPOSE:** The Fair Oaks Recreation & Park District is dedicated to enriching the community through public art that is accessible to all. This policy provides a clear framework for the selection, acquisition, installation, and maintenance of public art throughout District parks and facilities ensuring that public art is a vital part of daily community life.

### **OBJECTIVES:**

- **Cultural Reflection and Identity:** Public art should reflect the diversity, history, and values of Fair Oaks while strengthening its community identity and pride.
- **Support Artists:** Provide opportunities for local and regional artists to contribute to public art projects.
- **Community Engagement:** Involve the community in the selection, creation, and maintenance of public art to ensure that it resonates with local culture and interests.
- **Artistic and Aesthetic Enrichment:** Incorporate art into public spaces to enhance their aesthetic appeal and create engaging, culturally meaningful environments.
- **Artist and District Collaboration:** Define a clear collaborative relationship between artists and the District to ensure that public art projects enhance community spaces.

### **SCOPE:**

This policy applies to all public art projects commissioned, acquired, or displayed by the Fair Oaks Recreation & Parks District, including parks, public spaces, and facilities. It encompasses both permanent and temporary installations, ranging from murals and sculptures to functional art such as benches.

### **FUNDING:**

- **Diverse Sources:** Public art will be funded through a variety of sources, including district capital improvement budgets, grants, private donations, business sponsorships, and a potential "percent-for-art" program where a percentage of capital improvement project budgets are allocated to public art.
- **Community Contributions:** Opportunities for direct community involvement in funding art projects, such as crowd-sourced funding, donor walls, and naming rights, will be explored to encourage community ownership and investment in the arts.

### **SELECTION PROCESS:**

- **Open and Transparent:** The selection process will be inclusive and transparent, involving calls for artists, community input, and selection panels, appointed by FORPD Board that reflect the diversity of the district's population.

- **Equitable Representation:** Selection panels can be composed of FORPD Board Members, district staff, local artists, arts professionals, and community representatives to ensure diverse perspectives are considered.
  - **Community Voice:** Art selection will involve community engagement, including workshops, surveys, and public forums to ensure the art reflects community interests and desires.
  - **Criteria:** Artworks will be evaluated based on artistic merit, relevance to the community, inclusivity, durability, maintenance and restoration requirements, environmental impact, and public safety.
1. Artist Calls and Community Input:
    - Publicly announced calls for artists, ensuring wide visibility to attract diverse artistic contributions.
    - Public announcements will be made on all district owned social media platforms, as well as through electronic mail services (email blasts). If appropriate and aligned with printing the district will include the call in considered publications.
    - Facilitate community workshops or meetings where residents can provide input on the type of art they wish to see in their public spaces.
  2. Selection Committee:
    - Form a selection committee that could include artists, community leaders, arts professionals, and members of the public. This committee reviews submissions based on set criteria such as artistic merit, relevance to the community, and sustainability.
  3. Focus on Local Artists:
    - Prioritize local artists in the selection process to support and develop local art community.

## **SITE SELECTION:**

- **Criteria:** Sites will be chosen based on visibility, accessibility, community significance, and integration with the surrounding environment. Special attention will be paid to ADA compliance and ensuring that public art is accessible to individuals with disabilities. Assessing how the placement of art might influence visitor flow and use of space, ensuring that artwork complements rather than complicates the use of the area.
- **Key Locations:** For both rotating and permanent art installations, the FORPD will prioritize locations that balance high visibility and community impact with practical maintenance considerations. Locations within the district, including playgrounds, picnic areas, and walking trails, will be evaluated for their suitability based on a set of criteria focused on ensuring the long-term sustainability of the art installations.
- **Durability Requirements:** Selecting materials and designs that are durable and appropriate for the specific environmental conditions of the installation site, thus reducing the frequency and complexity of maintenance tasks.
- **Integration with Nature:** Public art that interacts with the natural landscape, such as environmental or eco-friendly art, will be prioritized to promote sustainability and enhance the natural beauty of parks.

## **MAINTENANCE AND CONSERVATION:**

### **1. Maintenance Responsibilities**

- **Ownership and Oversight:** FORPD will provide standard park maintenance, such as cleaning and general upkeep of public space, but the artist is responsible for the specific care and preservation of the artwork itself.
- **Artist-Provided Maintenance Plan:** Artists must submit a detailed maintenance plan as part of the commissioning process. This plan should include the materials used, recommended cleaning methods, potential vulnerabilities, and repair instructions, guiding FORPD's limited involvement in maintaining the artwork.
- **Annual Inspections:** FORPD will conduct routine visual inspections of public art as part of park oversight. Any issues related to the artwork's condition will be reported to the artist for necessary repairs.
- **Vandalism and Repairs:** FORPD will notify artists of any vandalism or damage to their work. It is the artist's responsibility to repair the piece, either personally or through their insurer. FORPD will assist in securing the site as necessary.

### **2. Artist Responsibilities for Repairs (Artist Owned)**

- **Artist Accountability:** The artist is solely responsible for all repairs and conservation efforts necessary to maintain the artwork's condition. FORPD will coordinate access to the site but will not cover repair costs if artwork remains in artist ownership.
- **Artist-Owned and Insured Artworks:** if the artist retains ownership and insures the artwork, any repairs or damage will be covered by the artist's insurance, with FORPD facilitating site access only.

### **3. Funding for Maintenance (District Owned)**

- **Standard Park Maintenance:** FORPD will cover routine maintenance that does not directly affect the artwork, such as graffiti removal, landscaping, or debris cleanup.
- **Public Art Reserve Fund:** FORPD will create a dedicated fund for regular maintenance, emergency repairs, and long-term conservation, sourced from public art allocations, grants, and donations.
- **Capital Improvement Projects (CIP):** 1% of the budget for new capital projects involving public art will go to the Public Art Reserve Fund for future maintenance.
- **Private Contributions:** Donations for public art projects will include an additional 10% to 20% for the future maintenance of the artwork

### **4. Clarification on Funding Responsibilities:**

- The Public Art Reserve Fund applies primarily to FORPD-owned artwork or where the artist has waived ownership.
- For artist-owned and insured artworks, the artist remains fully responsible for repairs, even in emergencies.

## **DEACCESSION AND ROTATION OF PUBLIC ART:**

### **1. Deaccession Criteria:**

- **Condition:** Artworks that are no longer maintainable due to damage, deterioration, or safety concerns may be considered for removal.
- **Relevance:** Art that no longer aligns with the community's evolving cultural, historical, or aesthetic values may be considered for rotation or removal.
- **Artist Request:** Artists may request removal or modification of their works due to personal, legal, or artistic reasons, as allowed by acquisition agreements.
- **Space Requirements:** Works may be deaccessioned if space or site changes necessitate relocation or if the area is being repurposed.

### **2. Process for Deaccession:**

- **Initiation:** The deaccession process can be initiated by staff, the public, or the artist, based on one of the above criteria. A formal review will be required to assess the situation.
- **Review Committee:** A deaccession review committee, comprising members of the public art committee, district staff, art experts, and community representatives, will be formed to evaluate the request. They will review the reasons for deaccessioning and assess alternatives, such as restoration, rotation, relocation or disposal.
- **Artist Consultation:** Artists will be notified of any proposed deaccession. If possible, they will be consulted and given the opportunity to participate in discussions related to their artwork.

### **3. Community Involvement:**

- **Public Notice:** Any proposed deaccession will be announced through public channels, such as the district's website, social media, and local news outlets, to ensure transparency.
- **Public Feedback:** Community members will be invited to provide feedback on proposed deaccession or rotation. A public comment period of 30 days will be provided before final decisions are made.

### **4. Final Decision:**

- **Approval:** The final decision on deaccession or rotation will be made by the Board of Directors, following a recommendation from the deaccession review committee.
- **Handling Deaccessioned Art:** Deaccessioned art will not be relocated. It must either be returned to the artist or, if the artist is not interested, disposed of responsibly by District staff.

### **5. Transparency and Documentation:**

- **Documentation:** All decisions and processes regarding deaccession or rotation will be thoroughly documented. This will include reasons for removal, the artist's input, staff recommendations, public feedback, and final board actions.
- **Legal and Moral Rights:** The guarantee of legal rights will be upheld as required by law, including adherence to the Visual Artists Rights Act (VARA).

## **DOCUMENTATION AND PROMOTION:**

- All public art projects will be documented including details about the artist, concept, and location.
- Promotional efforts will include public art maps, digital archives, and features in district publications to enhance public awareness and appreciation of the artworks.

## **IMPLEMENTATION STRATEGIES:**

- Funding: These projects could be funded through grants, local business sponsorships, or community fundraising initiatives.
- Promotion: Promote completed projects via social media, local media, and partnerships with local schools and organizations to engage the community and attract visitors.
- Evaluation: Regularly evaluate the impact of these projects on community engagement and satisfaction to inform future public art initiatives.

## **CHANGES TO THE PUBLIC ART POLICY**

The Fair Oaks Recreation & Park District reserves the right to amend this policy as needed to meet changing community needs, legal requirements, or best practices.

## **CONTACT INFORMATION**

For more information or inquiries regarding public art opportunities, please contact:

Arts & Entertainment Manager  
4150 Temescal Street  
Fair Oaks, CA 95628  
916-966-1036  
[foundation@forpd.org](mailto:foundation@forpd.org)

## **REVIEW AND AMENDMENTS**

- This policy will be reviewed annually by the Fair Oaks Board of Directors.
- Amendments, if necessary, will be communicated to all relevant parties, including donors.



## STAFF REPORT

**Meeting Date:** October 16<sup>th</sup>, 2024  
**To:** Board of Directors  
**From:** Michael J. Aho, District Administrator  
**Subject:** Approval of Donation, Donor Recognition and Gift Policy  
**Prepared By:** Jen Schuler, Arts & Entertainment Manager

### I. Recommendation

Approve the Donation, Donor Recognition and Gift Policy as recommended by the Policy Review Committee and forward it to the District's contracted attorney for review

### II. Background

The Policy Review Committee met on October 7th, 2024, to review several new policies, including the Donation, Donor Recognition, and Gift Policy. This policy originated from discussions on donor recognition, particularly the idea of a "Donor Wall." However, based on the committee's recommendations, the policy was expanded to provide an overview of how the District will recognize donors and manage donations, without focusing solely on the "Donor Wall" as the only form of recognition.

Additional revisions were made to grant the Board flexibility, allowing them to make decisions on a case-by-case basis or allocate funds according to the donor's specific wishes. The Committee recommended that the full Board discuss and possibly approve the policy and submit it for legal review by the District's contracted attorney.

### III. Problem /Situation/ Request

The Donation Policy was developed in response to the growing need for a structured approach to managing contributions made to the district. With increasing interest from community members, businesses, and organizations wishing to support Arts & Entertainment programming, facility improvements, recreation activities, and scholarships, it became necessary to create a formal policy to guide how donations are accepted, recognized, and utilized.

The policy establishes clear guidelines for the acceptance of monetary gifts and sponsorships while ensuring transparency and accountability in how these funds are directed. Additionally, it outlines the donor recognition process, providing a way to honor those who contribute to the district's initiatives in a meaningful and consistent manner.

We are requesting approval of the Donation, Donor Recognition and Gift Policy be reviewed by the District's contracted attorney to ensure legal compliance. This Policy seeks to ensure that future donations are managed effectively, with appropriate recognition for donors, and that funds are allocated in alignment with district priorities such as programming, facility maintenance, scholarships, and future improvements.

**IV. Financial Analysis**

The only financial impact of approving this policy is the Attorney review fee. Donations and donor recognition are expected to provide substantial financial support for the district. Funds raised will go to the Fair Oaks Recreation Foundation, supporting Arts & Entertainment programs, recreation activities, scholarships, facility maintenance, and future improvements. All donations are tax-deductible, encouraging community involvement.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A: Draft Donation, Donor Recognition and Gift Policy



## **Donation, Donor Recognition and Gift Policy for Fair Oaks Recreation & Parks District**

### **A. PURPOSE:**

The purpose of this policy is to provide clear guidelines for accepting, managing, and recognizing donations made to the Fair Oaks Recreation & Park District (FORPD). This policy ensures consistency in how donations are handled, how donor generosity is acknowledged, and how contributions align with the district's mission to enhance arts, recreation, and cultural services within the community.

### **B. DEFINITIONS:**

1. **Donation:** A voluntary contribution to FORPD, given without expectation of significant return, which can be monetary, in-kind, or services. Donations may be unrestricted, allowing district discretion in utilization, or restricted for specific programs or initiatives as designated by the donor. (types: Monetary, in-kind, sponsorships, legacy)
2. **Gift:** A voluntary offering that may provide a personal benefit to the recipient, not purchased through fair market value considerations.
3. **Donor:** Any individual, family, organization, or business entity providing a donation to FORPD.
4. **Donor Recognition:** Acknowledgment of donations through various platforms and methods as detailed in this policy.
5. **Donation Agreement:** A formal agreement that details the conditions and restrictions of a donation, outlining the obligations of both the donor and FORPD.

### **C. GENERAL PROVISIONS:**

1. **Acceptance of Donations:** FORPD welcomes both unrestricted and restricted donations that enhance the district's services and community offerings. However, the district reserves the right to decline donations that do not align with its strategic objectives or that may impose undue obligations.
2. **Public Trust and Compliance:** All donations must be consistent with the district's mission and comply with relevant regulations. Donations should not be used for personal benefit of any FORPD official or employee.
3. **Anonymous Donations:** Donations made anonymously will be handled by the District Administrator or their Designee to ensure proper allocation and recognition in alignment with district policies.
4. **Donor Benefits:** While donations may enhance the donor's recognition within the community, no preferential treatment or consideration will be provided by FORPD in its operational decisions or business dealings.

## **D. PROCEDURES:**

### **1. Donation Review and Acceptance:**

- Donations up to \$5,000 can be accepted by the District Administrator.
- Donations exceeding \$5,000 must be approved by the FORPD Board.
- A Donation Acceptance Form must be completed for all contributions that are not associated with a specific event or campaign to ensure alignment with district goals.

### **2. Acknowledgment and Recognition:**

- **Tiered Donor Recognition:** Donors will be acknowledged based on their contribution level (see Section E). Recognition methods include but are not exclusive to digital platforms, printed recognition, donor walls, and recognition events.
- Donors will also receive a formal acknowledgment email with tax documentation, where applicable.

### **3. Use of Donations:**

- Restricted donations will be used for their designated purpose.
- Unrestricted donations will be allocated to areas of need as determined by the District Administrator and/or Board with recommendation from the Fair Oaks Recreation Foundation.

### **4. Reporting and Transparency:**

- Annual reports will detail the usage of donations and their impact on community programs, providing transparency to donors and the public.
- Regular updates will be provided to the community and stakeholders through meetings and district publications.

## **E. DONOR RECOGNITION METHODS**

**Digital Recognition:** Donors can but aren't limited to be acknowledged on FORPD's official website, district printed distributions, social media platforms, and in digital newsletters. This form of recognition allows for timely and widespread acknowledgment of donor contributions.

**Printed Materials:** Donors are acknowledged in annual reports, event programs, and other publications. These materials detail the impact of donations and provide donors with a tangible acknowledgment of their contribution.

**Chair Dedication:** As part of the recognition options, donors may choose to participate in chair dedication programs. (For details see, Chair Dedication Policy)

**Donor Wall Recognition:** The donor wall, located outside the Veterans Memorial Amphitheatre, honors individuals, businesses, and organizations supporting the arts, recreation, and parks in Fair Oaks.

Recognition follows a tiered system, with cumulative contributions considered over a set period. (For details, see the Donor Wall policy)

**Recognition Events:** Annual recognition events, such as galas and exclusive tours, will celebrate donor contributions. Donors will also be recognized in the annual staff report presented to the Board of Directors

**Ethical Standards:**

- All forms of donor recognition adhere to the highest ethical standards, ensuring that no preferential treatment or undue influence is implied or granted to donors in return for their gift.
- FORPD maintains transparency and objectivity in its operations and relationships with donors, upholding the integrity of its mission and the trust of the public

**Anonymity Option:** Donors may choose to remain anonymous; however, recognition on the donor wall will not be possible in such cases.

**DONATION AGREEMENTS**

For significant or restricted donations, a formal agreement will be drafted to specify the terms of the donation, including any specific donor conditions, intended use of the funds, and obligations of FORPD.

Significant or restricted donations could require a portion of the donation set aside for on-going maintenance.

**CONDITIONS OF ACCEPTANCE**

Fair Oaks Recreation & Park District reserves the right to decline donations that:

- Are inconsistent with the mission or values of the district
- Come with conditions that may impose an undue burden or obligation on Fair Oaks Recreation & Park District.
- Conflict with existing sponsorships or partnerships

**F. SCHOLARSHIPS**

The Fair Oaks Recreation & Park District (FORPD) offers scholarship programs to support individuals who may not otherwise be able to afford program fees and registration costs for various activities.

These scholarships are particularly aimed at helping youth and seniors from low-income families in the Fair Oaks area participate in district programs.

**Scholarship Programs Offered by FORPD:**

1. **Don Ralls Memorial Scholarship:** This scholarship was established in memory of Don Ralls, a former District Board Member, to provide financial assistance primarily for program fees and other

registration-related costs. It is open to youth and seniors, ensuring they can access recreational opportunities regardless of financial constraints.

2. **Rachel Anne Gray Memorial Scholarship:** Created in honor of Rachel Anne Gray, this scholarship awards financial support to high school seniors who demonstrate significant commitment to community and school service. The scholarship provides several grants in varying amounts to assist with educational and developmental pursuits.

#### **How the Scholarships Work:**

- **Utilization of Funds:** Scholarship funds can be applied toward registration fees for a variety of FORPD programs, including classes, leagues, and camps. The aim is to make recreational activities accessible to all community members, fostering inclusiveness and engagement.
- **Employer-Sponsored Matching Gift Programs:** FORPD encourages donors and participants to explore employer-sponsored matching gift programs, which can potentially double or triple the impact of their contributions. This initiative not only increases the available resources for scholarships but also enhances the overall community support for recreational programs. Participants in such programs are advised to provide necessary documentation to their employers to secure matching funds, which FORPD can assist with by providing confirmation of the donations.
- **Authorization of Scholarships:** The District Administrator is responsible for reviewing and approving all scholarship applications. This ensures that scholarship funds are allocated and fairly and equitably, prioritizing those who demonstrate the greatest financial need. The District Administrator's authorization guarantees that the scholarship process aligns with FORPD's commitment to accessibility and inclusiveness in recreational programs.

These scholarships and matching gift opportunities demonstrate FORPD's commitment to accessibility and community engagement, ensuring that financial barriers do not hinder participation in valuable recreational and cultural activities.

For more details on these scholarships, including how to apply, you can visit the [FORPD Scholarships Page](#).

#### **G. ENDOWMENT FUND**

The Endowment Fund for FORPD are held and trusted by the Fair Oaks Recreation Foundation or designated foundations and serves as a critical financial foundation to ensure the long-term sustainability and growth of the district's programs and facilities. Endowments are funds that are maintained in perpetuity, with the principal amount invested to generate earnings. These earnings are then used to fund various initiatives according to the donor's wishes and the district's strategic goals.

#### **Uses of Endowment Funds**

- **Program Sustainability:** Endowment earnings can provide ongoing support for key programs, such as arts education classes, public theater productions, and community sports leagues, ensuring they continue regardless of economic fluctuations.
- **Facility Upgrades and Maintenance:** Regular maintenance and upgrades of facilities, including theaters, sports fields, and community centers, can be funded to meet safety standards and enhance user experience.
- **Scholarships:** Endowment funds can be allocated to scholarship programs that make arts and recreation programs accessible to underrepresented and low-income community members.
- **New Initiatives:** As community needs evolve, endowment funds can provide seed money for innovative new programs or services that address emerging interests or challenges.
- **Emergency Reserve:** A portion of the endowment can serve as a reserve fund to protect the district against unforeseen financial challenges, ensuring the continuity of operations during economic downturns or other crises.

### **Building the Endowment Fund**

- **Donor Contributions:** Individuals, families, and corporations can contribute to the endowment through one-time gifts, multi-year pledges, or planned giving such as bequests and charitable trusts.
- **Matching Gifts:** FORPD may seek matching gifts from businesses or grant-making organizations to leverage donor contributions, effectively doubling the impact of the gifts.
- **Fundraising Campaigns:** Special campaigns and events can be organized to directly support the growth of the endowment fund.

### **Benefits to Donors**

- **Lasting Impact:** Donations to the endowment fund represent a permanent investment in the community, providing lasting benefits across generations.
- **Recognition:** Significant contributions can be recognized through naming opportunities within district facilities or programs, aligning with the donor's preferences and the district's recognition policies.
- **Tax Advantages:** Contributions to the endowment fund are tax-deductible to the fullest extent of the law, providing financial benefits to the donors.

## **H. PLANNED GIVING**

Planned giving offers donors the opportunity to leave a legacy at the Fair Oaks Recreation & Park District, ensuring the continued vibrancy and sustainability of its arts and recreation programs for future generations. Planned Giving funds are donated to the Fair Oaks Foundation or other designated foundations on behalf of FORPD. This form of giving allows donors to integrate philanthropic plans with their overall financial, tax, and estate planning goals, often with significant benefits to both the donor and the district.

### **Types of Planned Gifts**

- a. **Bequests:** One of the simplest forms of planned giving, a bequest allows donors to designate the Fair Oaks Recreation & Park District as a beneficiary in their will or trust. Donors can specify a certain dollar amount, a particular asset, or a percentage of their estate to go to Fair Oaks Recreation Foundation.
- b. **Charitable Remainder Trusts (CRTs):** This type of trust allows donors to convert highly appreciated assets into lifetime income. It reduces taxes and increases income, and whatever remains in the trust at the end of the term is donated to Fair Oaks Recreation Foundation or other designated foundations.
- c. **Charitable Lead Trusts (CLTs):** Opposite of CRTs, CLTs allow donors to give assets to a trust that pays its income to Fair Oaks Recreation Foundation for a number of years or a lifetime. After this period, the assets are transferred back to the donor or heirs, often with significant tax savings.
- d. **Gifts of Retirement Assets:** Donors can designate Fair Oaks Recreation Foundation or other designated foundations as the beneficiary of their retirement accounts (IRA, 401(k), etc.), which can help heirs avoid double taxation on the inheritance of these assets.
- e. **Gifts of Life Insurance:** By naming Fair Oaks Recreation Foundation as a beneficiary of a life insurance policy, donors can provide a substantial gift at a relatively low cost, subject to premium payments.

## **Benefits of Planned Giving**

- **Tax Advantages:** Many forms of planned giving provide significant tax deductions. For example, bequests are exempt from estate tax, and CRTs can reduce income and capital gains taxes.
- **Estate Planning:** Integrating charitable gifts into estate planning can enhance the financial plans and reduce the tax burden on the donor's estate.
- **Sustainable Support:** Planned gifts provide a critical source of long-term funding that helps ensure the sustainability of FORPD's programs and facilities.

## **Recognizing Planned Giving Donors**

- Donors who make planned gifts are recognized according to the levels of their contributions, similar to other forms of giving, unless anonymity is requested. Special recognition events and memorials can be arranged to honor these commitments.
- Planned giving donors can be included in the Legacy Circle, a special category of recognition for those who have made a lasting commitment to the future of FORPD through their estate plans.

## **Commitment to Donor Intent**

- **Respecting Donor Wishes:** FORPD is committed to honoring the specific wishes of all planned giving donors regarding how their future gifts are to be used, whether they support general operations, specific programs, or capital initiatives.
- **Transparency and Reporting:** Planned giving donors receive regular updates on the impact of their intended contributions and are assured that their future gifts will be used according to their wishes.

## **I. CORPORATE SPONSORSHIPS AND NAMING RIGHTS**

Corporate sponsorships and naming rights offer valuable opportunities for businesses to align with the community-centric values of the Fair Oaks Recreation & Park District (FORPD), while gaining significant visibility and recognition. These partnerships are designed to foster mutual benefits, enhancing both the corporate sponsor's community presence and FORPD's ability to deliver high-quality arts and recreation programs.

## Types of Corporate Sponsorships

- **Event Sponsorships:** Corporations can sponsor specific events, performances, or series, which may include branding opportunities at the event, in promotional materials, and through social media mentions.
- **Program Sponsorships:** Support can be directed toward specific arts and recreation programs, helping to cover costs and expand offerings. Sponsors receive acknowledgment in program-related communications and materials.
- **Facility Sponsorships:** Corporations can sponsor amenities or facilities within the park district, such as playgrounds, sports fields, or community rooms. This type of sponsorship might include signage or naming within the facility.

## Naming Rights Opportunities

Naming rights present a high-profile branding opportunity, allowing a corporation's name to be permanently associated with part of the FORPD's facilities or programs. This is a significant form of sponsorship that reflects a deep commitment to the community and provides lasting visibility.

- **Facilities:** Opportunities might include but not limited to theaters, galleries, athletic fields, and community rooms and/or centers. Each naming agreement is crafted to respect the needs of both the sponsor and the community.
- **Programs:** Naming rights can also be extended to key programs, such as educational series, concert series, special events or sports leagues.

## Terms and Conditions

- **Duration:** Naming rights are typically granted for a predetermined period, which may range from 5 to 20 years, based on the level of contribution and the nature of the asset.
- **Renewal:** Terms for renewal or extension of naming rights are discussed prior to the expiration of the current agreement, providing an opportunity for continued partnership.
- **Approval Process:** All corporate sponsorships and naming rights are subject to approval by the FORPD board to ensure that partnerships align with the district's mission and community standards. The district retains the authority to vet all potential sponsors to maintain the integrity of the community spaces.
- **Visibility and Acknowledgment:** Sponsor names and logos are placed in strategic, highly visible locations, ensuring maximum exposure while maintaining aesthetic and environmental standards set by FORPD.

## Benefits to Sponsors

- **Brand Visibility:** High visibility in community settings and associated media increases brand recognition and customer goodwill.
- **Community Engagement:** Direct involvement in community enhancements helps build strong community relations and can enhance corporate reputation as a committed community partner.
- **Tax Advantages:** Contributions made through corporate sponsorships and naming rights can be tax-deductible, providing financial benefits to the sponsoring entity.

## **Corporate Responsibility and Alignment**

- **Sustainability Initiatives:** Corporations that emphasize sustainability and social responsibility find alignment with FORPD's commitment to environmental stewardship and community health.
- **Diversity and Inclusion:** Sponsorships also support FORPD's initiatives for promoting diversity and inclusivity within community programs, resonating with corporate values of equity and representation.

## **J. DONOR-ADVISED FUNDS (DAFS)**

Provide an efficient and flexible way for donors to manage their philanthropy through a tax-advantaged account, where donors can contribute funds and recommend grants to charitable organizations like the Fair Oaks Recreation & Park District (FORPD) over time. This method of giving allows donors to make a charitable contribution, receive an immediate tax benefit, and then recommend grants from the fund on their own timeframe.

### **Benefits of Donating Through DAFs**

- **Tax Efficiency:** Contributions to DAFs are immediately tax-deductible in the year they are made, offering a flexible way to manage annual charitable deductions.
- **Simplicity:** Donors can manage all their charitable giving through one account, simplifying tracking and administration.
- **Flexibility:** Donors have the flexibility to recommend grants at their convenience and the ability to anonymously support causes they care about.
- **Strategic Philanthropic Planning:** DAFs allow donors to build a long-term strategy for major giving instead of making ad-hoc donations.

### **Using DAFs to Support FORPD**

- **Unrestricted Gifts:** Donors can recommend unrestricted gifts, which give FORPD the flexibility to use funds where they are needed most.
- **Restricted Gifts:** Donors can specify that their DAF grants go toward specific programs, projects, or initiatives within FORPD.
- **Endowment Contributions:** Donors can direct DAF grants to FORPD's endowment, providing a lasting legacy that supports the district's future.

### **Recognition for DAF Donors**

- Acknowledgment: FORPD acknowledges all DAF contributions in accordance with donor recognition policies, unless anonymity is requested.
- Transparency: FORPD commits to transparency in how DAF contributions are used, providing donors with reports and updates on the impact of their support.

## **Establishing a DAF**

- Setting Up: Donors interested in establishing a DAF can do so through many financial institutions, community foundations, or other entities that offer DAF services.
- Consultation: FORPD encourages donors to consult with their financial advisors to understand the benefits and implications of creating and using a DAF for charitable giving.

## **K. DONOR RIGHTS AND TRANSPARENCY**

Donors will receive:

- Acknowledgment of their donation
- Tax documentation where applicable
- Information on how their donation will be used
- Regular updates on the impact of their contribution

FORPD is committed to transparency in managing donations, ensuring contributions are used efficiently and responsibly.

All donors will receive an acknowledgment of their gift and, where applicable, tax documentation. They will be informed of how their donation will be used and provided with regular updates on the impact of their contribution. Fair Oaks Recreation & Park District is committed to transparency and accountability in the management of donations.

## **FINANCIAL MANAGEMENT**

All donations will be handled in accordance with California law governing special districts, ensuring full transparency and accountability. Donors will receive appropriate tax documentation as allowed by law. Contributions will support the operations, maintenance, and programs of FORPD, and can be earmarked for specific initiatives with district approval

- All donations received from The Fair Oaks Recreation Foundation or other designated foundations will be used to support the FORPD's operations, programs, and maintenance or other dedicated campaigns at the district.
- Donors will receive a receipt for their contributions, which will be tax-deductible as allowed by California law.

## **CONTACT INFORMATION**

For more information or to apply for Inquiry about Donations for the District, please contact:

FORPD District Administrator  
4150 Temescal Street  
Fair Oaks, CA 95628  
916-966-1036  
[foundation@forpd.org](mailto:foundation@forpd.org)

**AMENDMENTS, GOVERNANCE AND MANAGEMENT:**

- This policy is subject to review and amendment by the FORPD Board to ensure it remains relevant to the district's needs and compliance with legal standards.
- **Investment Strategy:** The Endowment Fund is managed by a professional investment manager under the guidance of the Foundation and in accordance with a conservative investment policy designed to preserve capital while generating income.
- **Transparency and Reporting:** FORPD commits to high standards of transparency and accountability, providing annual reports to donors on the status of the fund, its performance, and the impact of their contributions.

# STAFF REPORT



**Meeting Date:** **October 16, 2024**

**To:** **Board of Directors**

**From:** **Michael J. Aho, District Administrator**

**Subject:** **Annual Report and Five-Year Findings Report for the Park Impact Fee Program**

**Prepared By:** **Jennifer Larkin, Administrative Services Manager**

## **I. Recommendation**

Staff recommends that the Fair Oaks Recreation and Park District ("District") Board of Directors ("Board") adopt the attached resolution approving the District's Annual Report and Five-Year Findings Report for the Park Impact Fee Program in compliance with Government Code Sections 66006 and 66001.

## **II. Background**

Pursuant to the Mitigation Fee Act (AB 1600), codified in Government Code Section 66000 et seq., public agencies may establish development impact fees when there is a demonstrated reasonable relationship between the development project and the public services being funded. The County of Sacramento ("County"), on behalf of the District, has established park impact fee program to fund necessary park improvements resulting from new development within the District's boundaries.

Government Code Sections 66001(d) and 66006(b) require the District to make an annual accounting of fees collected and expended and conduct a Five-Year Findings Report for any remaining funds in the impact fee fund.

## **III. Problem / Situation/ Request**

The attached resolution acknowledges the receipt and review of the District's Annual and Five-Year Findings Reports for Fiscal Year 2023-24. These reports provide an overview of the Park Impact Fee Program, including an accounting of collected fees, expenditures, and any future improvements or projects to be funded by the fees. No refunds or

reallocations of fees are required at this time, and the District is in full compliance with the applicable sections of the Government Code.

Approval of the resolution and subsequent adoption by the County Board of Supervisors later this year will ensure the District remains compliant with Government Code Sections 66006 and 66001 regarding the Park Impact Fee Program.

**IV. Financial Analysis**

There is no fiscal impact associated with the adoption of this resolution.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A: Resolution No. 101624-02

Attachment B: Annual Report and Five-Year Findings Report, FY 2023-24

**BUDGET ADOPTION RESOLUTION NO. 101624-02  
BEFORE THE GOVERNING BOARD OF THE FAIR OAKS RECREATION  
AND PARK DISTRICT**

County of Sacramento, State of California

**RESOLUTION APPROVING THE FAIR OAKS RECREATION AND PARK  
DISTRICT ANNUAL REPORT AND FIVE-YEAR FINDINGS REPORT FOR  
THE PARK IMPACT FEE PROGRAM IN COMPLIANCE WITH  
GOVERNMENT CODE SECTIONS 66006 AND 66001**

**WHEREAS**, AB 1600 was passed and codified in California Government Code Section 66000 (“Mitigation Fee Act”), allowing the establishment of a development impact fee as a condition of approval where the purpose and use of the fees are identified, and a reasonable relationship to the development project can be demonstrated; and

**WHEREAS**, Sacramento County Code Chapter 16.155 sets forth the requirements for the establishment and administration of development impact fees collected by the County on behalf of a special district within the County; and

**WHEREAS**, the County, at the request of the Fair Oaks Recreation and Park District (“District”) has established park impact fees (“Reportable Fees”) for the District within the District’s boundaries; and

**WHEREAS**, Government Code Sections 66001(d) and 66006(b) require the District to make an annual accounting of the Reportable Fees collected and expended and to make additional findings every five years if there are any funds remaining in the Reportable Fees fund at the end of the prior fiscal year; and

**WHEREAS**, pursuant to Government Code Section 66001(e) and (f), the District shall make certain findings when sufficient Reportable Fees have been collected to complete the financing of incomplete improvements, and any improvements remain incomplete; and

**WHEREAS**, the District’s Annual Report and Five-Year Findings Report for the Park Impact Fee Program, FY 2023-24 (“Report”) contain the requisite information and proposed findings concerning the collection and expenditure of Reportable Fees pursuant to Government Code Sections 66006 and 66001.

**NOW, THEREFORE BE IT RESOLVED**, that the Board makes the following finds and takes the stated actions regarding the program as required by and in accordance with Government Code Section 66006(b):

- 1) The Board finds and determines that the foregoing recitals and determinations are correct.
- 2) Pursuant to Government Code Section 66001(d), the Board has received and approves the Five-Year Findings Report which is incorporated by this reference and contains the following proposed findings:
  - (A) Identification of the purposes to which the Reportable Fees are to be put;
  - (B) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged;
  - (C) Identification of all sources and amounts of funding anticipated to complete incomplete improvements of the District; and
  - (D) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the respective District account(s).
- 3) Pursuant to Government Code Sections 66006(b)(1) and (2), the Board reviewed the Annual Report which is incorporated by this reference and contains the following proposed findings:
  - (A) A brief description of the type of Reportable Fees in the Reportable Fees fund;
  - (B) The amount of the Reportable Fees;
  - (C) The beginning and ending balance of the Reportable Fees Account;
  - (D) The amount of Reportable Fees collected, and the interest earned;
  - (E) An identification of each improvement on which Reportable Fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the improvement that was funded with Reportable Fees;
  - (F) An identification of an approximate date by which the construction of the improvement will commence if the District determines that sufficient funds have been collected to complete financing on an incomplete improvement, as identified in Section 66001(a)(2), and the improvement remains incomplete;
  - (G) A description of each interfund transfer or loan made from the Reportable Fees fund, including the improvement on which the

- transferred or loaned Reportable Fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the Reportable Fees fund will receive on the loan; and
- (H) The amount of refunds made pursuant to Section 66001(e) and any allocations pursuant to Section 66001(f).
- 4) The findings required by Government Code Section 66001(d) are made at the same time as the findings as that information required by Government Code Section 66006(b).
- 5) The Board determines that the District is in compliance with Government Code Section 66000, et seq., regarding the receipt, deposit, investment, expenditure and refund of Reportable Fees received and expended relative to improvements for Fiscal Year 2023-24.
- 6) The Board determines that no refunds and allocations of Reportable Fees, as required by Government Code Sections 66001(e) and 66006(b)(1)(H), are deemed payable at this time for Fiscal Year 2023-24.

**PASSED AND ADOPTED** by the Board of Directors of the Fair Oaks Recreation and Park District at a regularly scheduled meeting held on the 16<sup>th</sup> of October 2024, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

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**Chair of the Board**  
**Ralph Carhart**

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**District Administrator**  
**Michael J. Aho**

Date: October 16, 2024

# **FAIR OAKS RECREATION AND PARK DISTRICT**

## **PARK IMPACT FEE PROGRAM FIVE-YEAR FINDINGS REPORT**

**FISCAL YEAR ENDING  
JUNE 30, 2024**

PREPARED FOR:

**BOARD OF DIRECTORS  
FAIR OAKS RECREATION AND PARK DISTRICT**

AND

**BOARD OF SUPERVISORS  
COUNTY OF SACRAMENTO**

PREPARED BY:

  
**SCI Consulting Group**  
4745 MANGLES BOULEVARD  
FAIRFIELD, CALIFORNIA 94534  
PHONE 707.430.4300  
FAX 707.430.4319  
[www.sci-cg.com](http://www.sci-cg.com)

## EXECUTIVE SUMMARY

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### INTRODUCTION

The Mitigation Fee Act (Government Code Section 66000 et. seq., hereafter the “Act”) requires local agencies to report, every year and every fifth year, certain financial information regarding their development impact fee programs. These reporting requirements are applicable to the park impact fee (“Reportable Fee”) program of the Fair Oaks Recreation and Park District (“District”) that became effective on October 24, 2022, upon adoption by the County of Sacramento (“County”) Board of Supervisors on behalf of the District.

This *Five-Year Findings Report* provides the findings required by Section 66001(d)(1) of the Act for the District’s Park Impact Fee Fund for fiscal year ending June 30, 2024. The District’s last Five-Year Findings Report for their Park Impact Fee Funds was provided for fiscal year ending June 30, 2019.

### BACKGROUND

Section 66006(b) the Act requires that the following information, entitled “*Annual Report*,” be made available to the public within 180 days after the last day of each fiscal year:

- a brief description of the type of fee in the account;
- the amount of the fee;
- the beginning and ending balance of the account;
- the fees collected that year and the interest earned;
- an identification of each public improvement for which the fees were expended and the amount of the expenditures for each improvement;
- an identification of an approximate date by which development of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing of an incomplete public improvement;
- a description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, the date on which any loan will be repaid, and the rate of interest to be returned to the account; and
- the amount of money refunded under section Govt. Code § 66001.

The District has prepared a timely Annual Report every fiscal year since fiscal year 2010-11.

In addition to the Annual Report, local agencies are required, for the fifth fiscal year following the first receipt of any development impact fee proceeds, and every five years thereafter, to comply with Section 66001(d)(1) of the Act by affirmatively demonstrating that the local agency still needs unexpended development impact fee revenue to achieve the purpose for which it was originally imposed and that the local agency has a plan on how to use the unexpended balance to achieve that purpose.

Specifically, local agencies must make the following findings, entitled "*Five-Year Findings Report*," with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put;
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged;
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements; and
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

In addition to the requirements set forth above, Section 66001(e) of the Act states that when sufficient funds have been collected to complete financing on incomplete public improvements, and the public improvements remain incomplete, the local agency shall identify, within 180 days of the determination that sufficient funds have been collected, an approximate date by which the construction of the public improvement will be commenced, or shall refund to the then-current record owner or owners of the lots or units, as identified on the last equalized assessment roll, of the development project or projects on a prorated basis, the unexpended portion of the fee, and any interest accrued thereon.

However, 66001(f) of the Act states that if the administrative costs of refunding unexpended revenues exceed the amount to be refunded, the local agency, after a public hearing, notice of which has been published and posted in three prominent places within the area of the development project, may determine that the revenues shall be allocated for some other purpose for which fees are collected and which serves the project on which the fee was originally imposed.

## **FIVE-YEAR FINDINGS REPORT (FISCAL YEAR ENDING JUNE 30, 2024)**

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In accordance with Government Code Section 66001(d)(1), the District affirmatively demonstrates that the District still needs the unexpended park impact fee revenue to achieve the purpose for which it was originally imposed and that the District has a plan on how to use the unexpended balance to achieve that purpose.

### **UNEXPENDED REPORTABLE FEE FUND BALANCE**

The District's Park Impact Fee ("Reportable Fee") fund balance, as of June 30, 2024, was \$1,676,695.

### **PURPOSE OF THE REPORTABLE FEE FUND BALANCE**

The purpose of the Reportable Fee imposed and collected on new development within the District is to fund the construction of new park and recreational facilities, including community use facilities, to serve the new service population created by new development within the District. Specifically, the District's unexpended Reportable Fee fund balance will partially fund the construction of three new (added) softball fields at La Vista (\$2,243,000).

### **RELATIONSHIP BETWEEN UNEXPENDED REPORTABLE FEE BALANCE AND THE PURPOSE OF THE FEE**

There is a reasonable relationship between the unexpended Reportable Fee balance and the purpose of the Reportable Fee by reason of the fact that the additional service population generated by the development projects that paid the Reportable Fee created the need for new park and recreational facilities, including community use facilities, to maintain the District's level of service. The District intends to use the unexpended Reportable Fee fund balance to partially fund the construction of three new (added) softball fields at La Vista to serve the District's growing service population.

### **SOURCES OF FUNDING FOR INCOMPLETE IMPROVEMENTS FUNDED BY UNEXPENDED REPORTABLE FEE**

The estimated cost of the District's incomplete improvements funded by the unexpended Reportable Fee and the sources and amounts of funding anticipated to complete the financing of the incomplete improvements are shown in Figure 1 on Page 5.

#### **APPROXIMATE DATES OF DEPOSIT OF ANTICIPATED FUNDING**

The approximate dates on which the funding anticipated to complete the financing of the District's incomplete improvements is expected to be deposited into the Reportable Fee fund is shown in Figure 2 on page 6.



**FIGURE 1 - ANTICIPATED FUNDING TO COMPLETE FINANCING OF INCOMPLETE IMPROVEMENTS**

Incomplete Improvement	Anticipated Funding Amount							Estimated Cost
	Unexpended Reportable Fees <sup>1</sup>	Future Reportable Fees <sup>2</sup>	General Fund Contribution <sup>3</sup>	Donations <sup>4</sup>	Quimby In-Lieu Fees <sup>5</sup>	Grants <sup>6</sup>	Other	
3 New (Added) Softball Fields at La Vista	\$1,676,695	\$0	\$566,305	\$0	\$0	\$0	\$0	\$2,243,000
<b>TOTAL</b>	<b>\$1,676,695</b>	<b>\$0</b>	<b>\$566,305</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,243,000</b>

Source: Fair Oaks Recreation and Park District

Notes:

<sup>1</sup> Park impact fees collected and unexpended as of June 30, 2024.

<sup>2</sup> Park impact fees collected after June 30, 2024.

<sup>3</sup> Anticipates funding from the District General Budget that is funded through property taxes.

<sup>4</sup> Anticipated donations dedicated to the projects indicated.

<sup>5</sup> Quimby in-lieu fees dedicated to the projects indicated.

<sup>6</sup> Grant proceeds dedicated to the projects indicated.

**FIGURE 2 - APPROXIMATE DATES OF DEPOSIT OF ANTICIPATED FUNDING**

Incomplete Improvement	Anticipated Deposit Date of Funding							Anticipated Construction Completion Date
	Unexpended Reportable Fees	Future Reportable Fees	General Fund Contribution	Donations	Quimby In-Lieu Fees	Grants	Other	
3 New (Added) Softball Fields at La Vista	Balance as of June 30, 2024	NA	FY 2025-26 and FY 2026-27	NA	NA	NA	NA	Fall 2026

Source: Fair Oaks Recreation and Park District

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