

DRAFT



Western Gateway Recreation and Park District



Director's Handbook



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1. Who we are
 2. Interfacing with other Government entities
 3. Financial
 4. How we govern
 5. Park Community/Stakeholders
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- 

Who we are

Definition of special district. State law defines a special district as "any agency of the State for local performance of governmental or proprietary functions within limited boundaries" (Government Code 1627[d]). For additional information:

<http://www.guidetogov.org/ca/state/overview/districts.html>

Special districts are units of local government established by the residents of an area to provide some service not provided by the county or city. Within California there are 58 counties, 468 cities, and over 3,400 special districts, exclusive of school districts. Additional information can be found at:

<http://www.mynevadacounty.com/nc/lafco/docs/REFERENCE%20DOCUMENTS/What's%20So%20Special%20about%20Special%20Districts.htm>

Western Gateway Recreation and Park District (WGR&PD).

District map. Enclosed

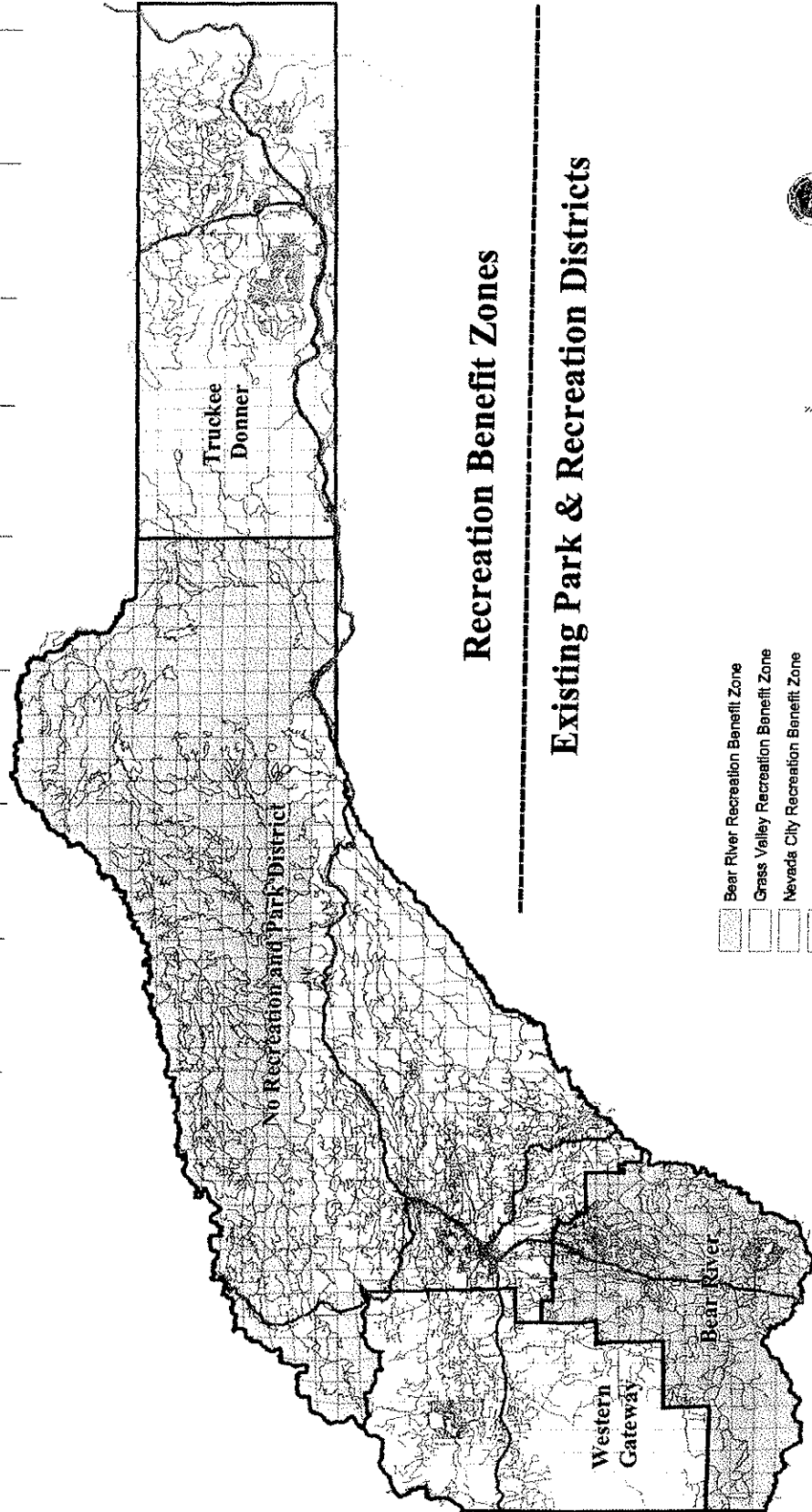
Park map. Enclosed

Draft Master Plan. Enclosed. The Master Plan is an engineering drawing that details the features and uses at the park. This site plan is maintained by a volunteer who works closely with the Board to ensure the accuracy of the plan. Proposed projects are added to the Plan with Board approval. Nevada County Planning Commission must approve requested changes and

Webpage and Facebook. Sample enclosed.








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T 19 N
T 18 N
T 17 N
T 16 N
T 15 N
T 14 N
T 13 N




Recreation Benefit Zones

Existing Park & Recreation Districts

-  Bear River Recreation Benefit Zone
-  Grass Valley Recreation Benefit Zone
-  Nevada City Recreation Benefit Zone
-  Truckee Donner Recreation Benefit Zone
-  Twin Ridges Recreation Benefit Zone
-  Western Gateway Recreation Benefit Zone
-  Recreation and Park Districts (labeled in Red)

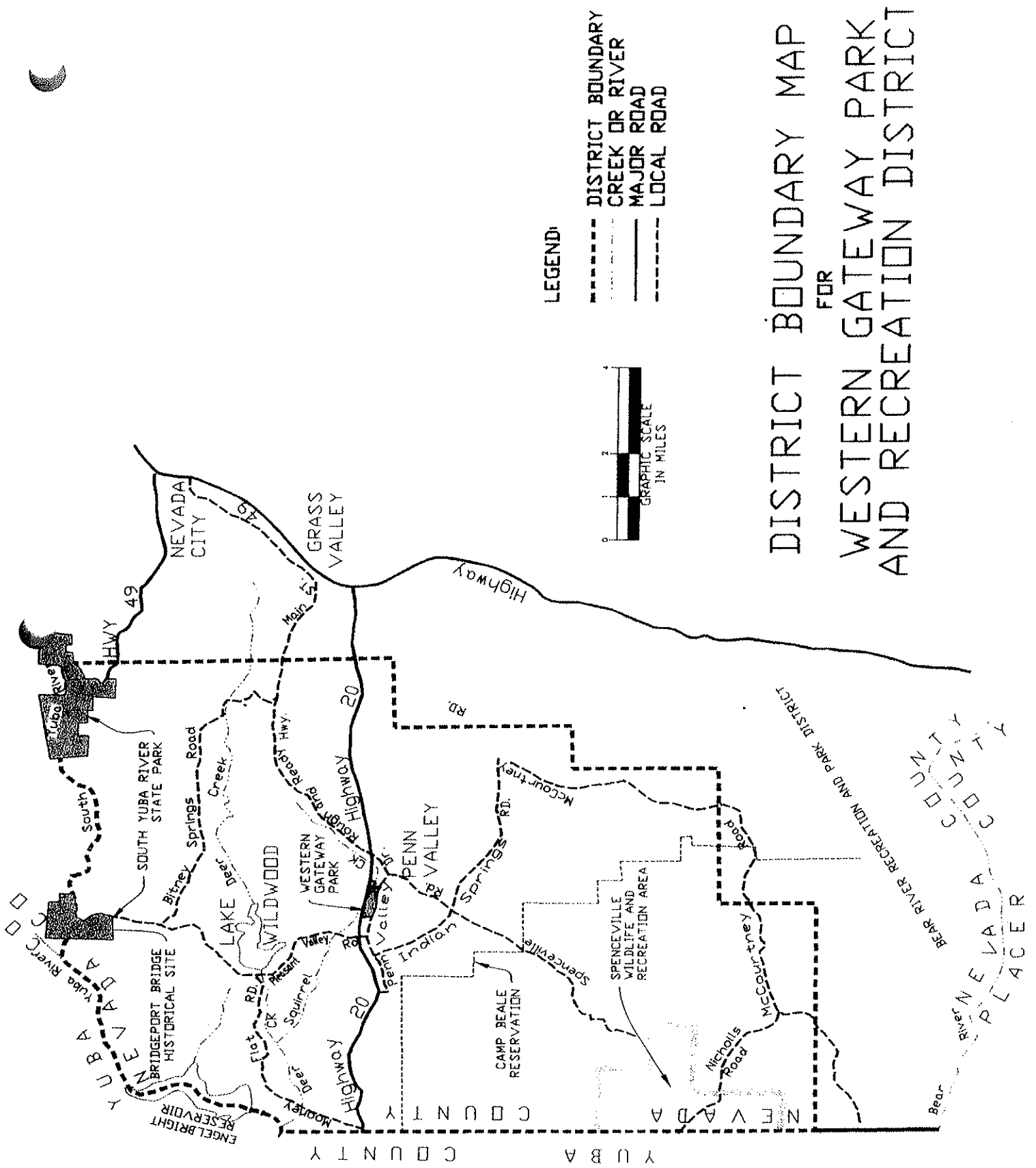


 Created by Nevada County GIS Division
 21 JUNE Updated 12/2014
 www.nvcountyplanning.com



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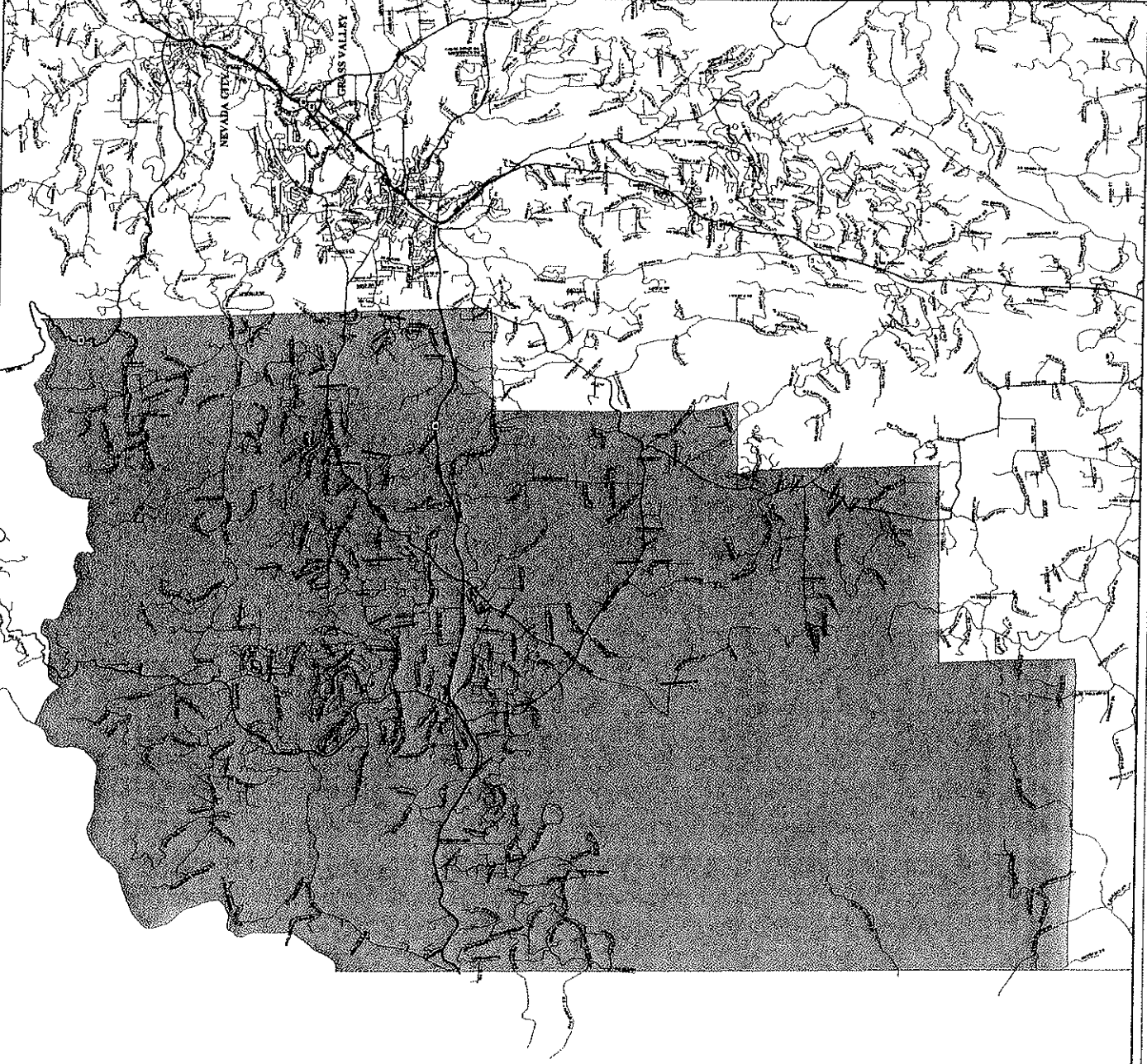
LEGEND:

- DISTRICT BOUNDARY
- - - CREEK OR RIVER
- MAJOR ROAD
- - - LOCAL ROAD



DISTRICT BOUNDARY MAP
FOR
WESTERN GATEWAY PARK
AND RECREATION DISTRICT

Western Gateway Recreation and Park District



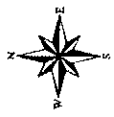
Location Map



Nevada County Recreational Districts

Legend

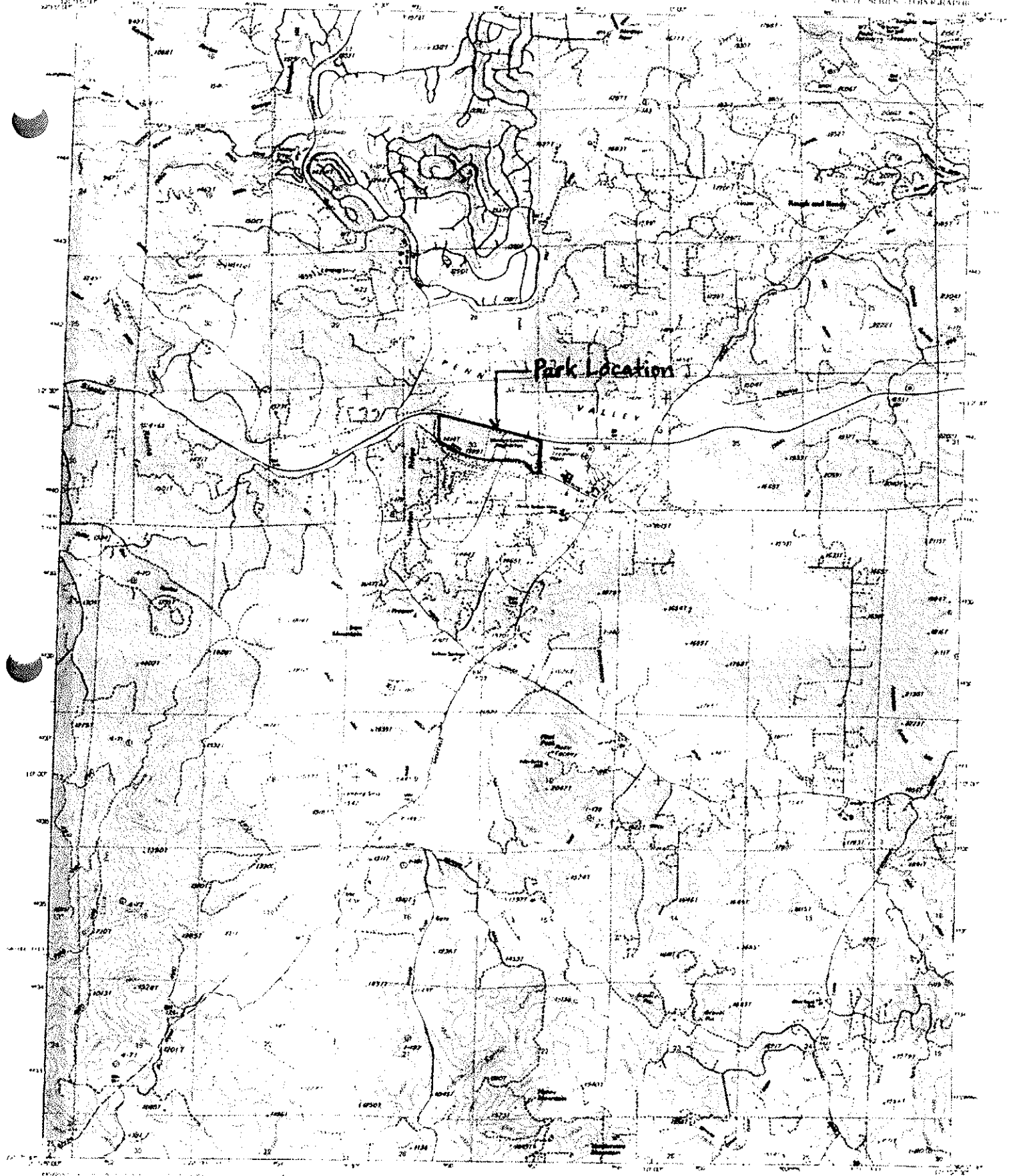
- Rivers and Lakes
- County Boundary
- Highway
- Arterials
- Major Collector
- Minor Collector
- Local Road
- Grass Valley and Nevada City Boundaries
- Western Gateway Recreation and Park District



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Park Location

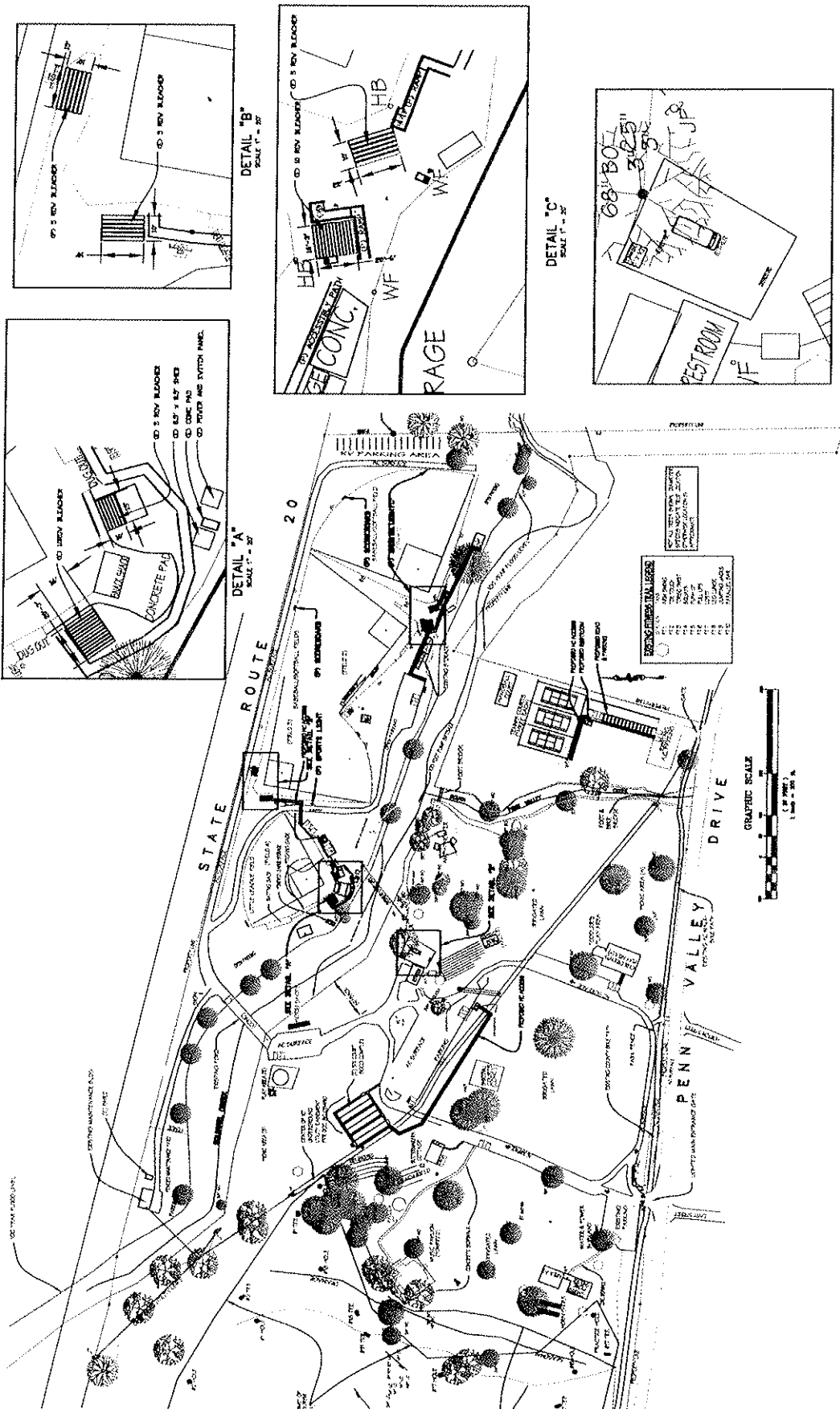
PROVISIONAL MAP
 Prepared from original
 topographic drawings. Refer
 to the original drawings for
 the most accurate data.
 (Photograph)

PROVISIONAL MAP
 Prepared from original
 topographic drawings. Refer
 to the original drawings for
 the most accurate data.
 (Photograph)

U.S. GEOLOGICAL SURVEY
 WASHINGTON, D. C.

1:25,000
 1950
 1950
 1950

BOGGS & READY, CA
 SAN FRANCISCO, CALIF.



MASTER PLAN UPDATE
2012
WESTERN GATEWAY PARK

WESTERN GATEWAY PARK
1000 VALLEY DRIVE
PENN VALLEY, CA 92350
(951) 253-7000

OWNER:



PREPARED BY:
ARCHITECT:
P.O. BOX 188, PENN VALLEY, CA 92350
PHONE: (951) 253-7000 FAX: (951) 253-7000

REVISIONS:
DATE: 11/14/2012
BY: [Signature]
DESCRIPTION: [Text]

NO.	DATE	DESCRIPTION
1	11/14/2012	ISSUED FOR PERMITS
2		
3		
4		
5		
6		
7		
8		
9		
10		



Western Gateway Park

18560 Penn Valley Drive, Penn Valley, CA 95946

[Back to Home](#)

Main Menu

- Events
- News
- Park Map
- Directions
- History
- Volunteer or Donate
- Reserve Amenities
- Contact Us

Park Amenities

- Playgrounds
- Stage Pavilion
- Disc Golf
- Off leash Dog
- Baseball
- Picnic
- Bocce
- Buttermaker's
- Rustic Amphitheater
- Tennis
- HorseShoe Pits
- Basketball
- Handball
- Creek
- Walking trails

Western Gateway Park is the crown jewel of Nevada County. It is a loyal fans of all ages. All 87 acres of park are filled with fun for individuals, families, and groups. The park features a stage pavilion, picnic pavilion, amphitheater, and Buttermaker's. Festivals, concerts and events make the park an excellent destination for families. It has a creek and walking paths and fields, new bocce ball courts, and a disc golf course.

Thank you to Director Linda Marshall who redesigned our webpage and created a Facebook page for the park.

www.westerngatewaypark.com
 fb: Western Gateway Park.

Upcoming Events!

Annual Praise in the Mountains

A free, non-denominational event from 1 PM to 9 PM. Bands and groups performing. Click for more details.

Sept 9. MannaFest Music ~ Art ~ Food

Free concert and parking. 10 AM to 10 PM. Use main park entrance and proceed to left side of main circle. Click for more details.

Saturday and Sunday, Sept 15&16, 2012 - Italian Festival

Two day event from 11am to 7:00pm. Attend one or both days. Italian food, drink, music, and Bocce Ball tournament. Click for more info at www.NevadaCountyItalianFestival.com.

2012 Bocce Ball Tournaments

Multiple dates! July 17, July 28, September 15 & 16 (weekend of Nevada County Italian Festival), and November 24. Click NevadaCountyBocce.com for more info.

Saturday, Sept 22. Challenge in the 530. Disc golf tournament.

Start at the picnic area to the left of the main entrance. Get more info at www.trulineeustoms.com.

New addition to the park: 6 Bocce Ball Courts

September six new bocce courts were completed off the main circle to the right of Buttermaker's



We Work With Other Government Entities

LAFCo (description follows). LAFCo is responsible for maintaining the *spheres of influence* for special districts. WGR&PD responds to inquiries from LAFCo for the biennial update. Special Districts are represented on LAFCo and the District participates in the election of that representative.

Special Districts. WGR&PD works closely with the Penn Valley Fire Department in matters relating to fire safety and first response.

County

Use Permit/Master Plan

Other Permits (building, hazardous mat'i, controlled burn etc.)

Administrative Processing for Accounts Payable



Law Enforcement

Environmental Health

State

Audit requirements

State review requirements

Fish and Game

Federal



Local Agency Formation Commission

The Local Agency Formation Commission (LAFCo) is an agency created by the California Legislature in 1963 to oversee city and special district boundaries and service structures. There is a LAFCo in each California county, and it is responsible for reviewing applications to create, expand, consolidate, or dissolve cities and special districts within the county. LAFCos also are responsible for determining and updating a *sphere of influence* for each city and district. A sphere of influence is a plan for the probable future boundaries and service area of a city or district; LAFCo also prepares *municipal service reviews* which examine how services are provided by cities and districts, and which provide the information needed to establish spheres of influence. All boundary changes, such as annexations, must be consistent with the affected agencies' spheres of influence with limited exceptions.

LAFCos are independent agencies that operate under the provisions of a section of the Government Code known as the Cortese-Knox-Hertzberg Local Government Reorganization Act. The LAFCo Commission is comprised of two county members, appointed by and from the Board of Supervisors, two city members, appointed from and by the city councils, two district members, appointed by and from the independent special districts, and one public member who is appointed by the other six members of the Commission. In addition, an alternate member is appointed for each of the four categories who acts when the regular member is absent or otherwise unable to participate.

LAFCo's funding is provided by the county, cities, and districts, in equal shares. The cities and district's shares are apportioned on the basis of their operational budgets, so that the cities and districts with the smallest budgets are responsible for the smallest shares.



How we are financed

Funding Sources

Parcel assessment

Rental fees

Grant opportunities, donations etc;

Mitigation fees



Budget

Process

Financial Reports



Western Gateway Recreation and Park District
Account QuickReport
July 2011 through June 2012

	Type	Date	Memo	Amount	Percentage
4400 - Parcel Assessment Fees					
	Deposit	12/09/2011	T#L001 Secured Tax	58,295.42	55.00%
	Deposit	04/10/2012	T#L002 Secured Tax	42,396.62	40.00%
	Deposit	06/08/2012	T#L003 Secured Tax	5,299.50	5.00%
Total 4400 - Parcel Assessment Fees				<u>105,991.54</u>	<u>100.00%</u>
TOTAL				<u>105,991.54</u>	<u>100.00%</u>

EACH PARCEL IS ASSESSED \$12.94 PER YR

COUNTY DISTRIBUTES ASSESSMENTS BY SCHEDULE:

DEC 55% } ASSESSMENTS ARE TRANSFERRED
APR 40% } TO DISTRICT
JUNE 5% }

RESERVATION FEE SCHEDULE

	General Rent	Non-Profit Rent	Refundable Deposit
<u>Picnic Areas</u> – Available Sunrise to Sunset			
Upper Level:			
#1, #2 (Covered areas, elec. avail., 6 tables ea.)	\$60 ea./day	\$50 ea./day	\$50 ea.
#3 (Open area by playground, 3 tables)	\$30/day	\$25/day	\$25
#4 (Covered area by main RR, 6 tables)	\$55/day	\$45/day	\$50
Creek Area:			
#6A (Shady Side, large BBQ, 6 tables)	\$55/day	\$45/day	\$50
#7A (Shady Side, 4-6 tables)	\$50/day	\$40/day	\$50
#6B, #7B (Creek Side, 2-3 tables ea.)	\$30 ea./day	\$25 ea./day	\$25 ea.
<u>Open Lawn Areas</u> – Available Sunrise to Sunset			
Small: 1 thru 6 hours	\$13/hr	\$11/hr	\$25
Small: Full Day	\$70	\$60	\$25
Large: 1 thru 6 hours	\$25/hr	\$20/hr	\$50
Large: Full Day	\$175	\$135	\$50
<u>Tennis Courts (3)</u> – Available Sunrise to Sunset			
Per Court	\$7/hr	\$6/hr	None
Tournaments: 3 courts	\$165/day	\$165/day	None
<u>Disc Golf Course</u> – Available Sunrise to Sunset			
Tournaments	\$165/day	\$165/day	None
<u>Bocce Ball Courts (6)</u> – Available Sunrise to Sunset			
	Cannot be reserved at this time.		
<u>Amphitheatre</u> – Available Sunrise to Sunset			
2 thru 4 hours (2 hr. min., elec. avail.)	\$28/hr	\$22/hr	\$50
Full Day	\$140/day	\$110/day	\$50
<u>Buttermaker's Cottage</u> – Available 8 am to 10 pm			
1 thru 6 hours	\$40/hr	\$35/hr	\$200
Full Day	\$300/day	\$230/day	\$200
Special Weekly Meeting Price	\$28/hr	\$11/hr	\$200
Cancellation Charge: 0-15 days – 75% of rent; 16-30 days – 50% of rent			
<u>Penn Valley Pavilion Stage</u> – Available 8 am to 10 pm			
1 thru 6 hours	\$150/6 hrs	\$120/6 hrs	\$250
Full Day	\$300/day	\$250/day	\$250
Cancellation Charge: 0-15 days – 75% of rent; 16-30 days – 50% of rent; 31-60 days – 25% of rent			
<u>Ball Fields</u> – Call office for pricing.			
<u>Dog Park</u> – Call office for pricing.			
<u>Package Rents</u>			
Entire Upper Area (Does not include Disk Golf)	\$1178/day	\$974/day	\$700
Four Creek Area Sites	\$144/day	\$117/day	\$150
West Area (Stage/BMC/Picnic #1, etc.)	\$687/day	\$557/day	\$575
Set-up/tear-down fees (for rental agreements that require area day before/after event)	One third regular day/hourly fee		

Western Gateway Recreation and Park District Balance Sheet As of November 30, 2012

	Nov 30, 12
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash in bank - operating	64,569.68
1005 · County 6746 - General Account	985.64
1010 · Local - West America Account	<u> </u>
Total 1000 · Cash in bank - operating	65,555.32
1050 · Cash in bank - Restricted	
1055 · County 6747 - Restricted Fees	62,531.28
Total 1050 · Cash in bank - Restricted	<u>62,531.28</u>
1070 · Petty cash	100.00
1075 · Office Register	100.00
Total Checking/Savings	<u>128,286.60</u>
Accounts Receivable	
1100 · Rental Fees Receivable	-1.00
Total Accounts Receivable	<u>-1.00</u>
Other Current Assets	
1200 · Deposits on Account w/ Vendors	1,592.00
Total Other Current Assets	<u>1,592.00</u>
Total Current Assets	129,877.60
Fixed Assets	
1300 · Land Improvements	343,989.53
1305 · Buildings	724,774.97
1310 · Furniture, fixtures, & equip	631,667.67
1325 · Accumulated Depreciation	<u>-835,499.00</u>
Total Fixed Assets	864,933.17
TOTAL ASSETS	<u><u>994,810.77</u></u> A
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts payable	1,187.33
Total Accounts Payable	<u>1,187.33</u>
Other Current Liabilities	
2100 · Payroll Liabilities	
2110 · Payroll taxes	763.50
2115 · Workers' Compensation	<u>-313.29</u>
Total 2100 · Payroll Liabilities	450.21
2200 · Refundable Deposits	1,925.00
Total Other Current Liabilities	<u>2,375.21</u>
Total Current Liabilities	<u>3,562.54</u>
Total Liabilities	<u>3,562.54</u> L
Equity	
3500 · Unassigned	895,293.28
3510 · Nonspendable	
3512 · Restricted	284,905.27
Total 3510 · Nonspendable	<u>284,905.27</u>

Western Gateway Recreation and Park District
Balance Sheet
As of November 30, 2012

	Nov 30, 12
3010 - Unrestrict (retained earnings)	-127,432.01
Net Income	-61,518.31
Total Equity	<u>991,248.23</u> E
TOTAL LIABILITIES & EQUITY	<u>994,810.77</u>

Assets = Liabilities + Equity

$\$ 994,810.77 = \$ 3,562.54 + \$ 991,248.23$

Western Gateway Recreation and Park District
Profit & Loss Budget Performance
 July through November 2012

	<u>Jul - Nov 12</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
4000 · Unassigned Income			
4001 · Amphitheatre Rental Income	18.48	150.00	12.32%
4002 · Ball Field Rental Income	299.00	12,500.00	2.39%
4003 · Bmaker's Cottage Rental Income	5,400.00	10,000.00	54.0%
4004 · Disc Golf Course Income	990.00	1,500.00	66.0%
4005 · Open Space Rental Income	998.80	2,500.00	39.95%
4006 · Pavillion Rental Income	150.00	500.00	30.0%
4007 · Picnic Area Rental Income	1,780.00	4,000.00	44.5%
4020 · Miscellaneous Income	1,296.47	5,800.00	22.35%
Total 4000 · Unassigned Income	<u>10,932.75</u>	<u>36,950.00</u>	<u>29.59%</u>
4400 · Parcel Assessment Fees	0.00	105,564.00	0.0%
Total Income	<u>10,932.75</u>	<u>142,514.00</u>	<u>7.67%</u>
Expense			
5000 · Accounting fees	4,667.50	20,000.00	23.34%
5005 · Assessment & Fees	337.80	4,300.00	7.86%
5025 · Insurance	5,977.35	8,000.00	74.72%
5035 · Office Misc. Expense	1,019.81	1,000.00	101.98%
5040 · Office Supplies	425.81	1,650.00	25.81%
5045 · Shop and Janitorial Supplies	2,823.91	5,500.00	51.34%
5046 · Equipment & Rentals	1,020.42	500.00	204.08%
5050 · Utilities	12,841.47	20,000.00	64.21%
5100 · Payroll Expenses			
5105 · Labor	19,299.83	42,000.00	45.95%
5110 · Lodging	0.00		
5115 · Payroll taxes	1,725.86	5,540.00	31.15%
5120 · Worker's Compensation Insurance	2,677.12	9,000.00	29.75%
Total 5100 · Payroll Expenses	<u>23,702.81</u>	<u>56,540.00</u>	<u>41.92%</u>
5200 · Repair and Maintenance			
5205 · Building	0.00	6,000.00	0.0%
5210 · Equipment	4,439.37	4,000.00	110.98%
5215 · Grounds	2,955.02	10,000.00	29.55%
Total 5200 · Repair and Maintenance	<u>7,394.39</u>	<u>20,000.00</u>	<u>36.97%</u>
Total Expense	<u>60,211.27</u>	<u>137,490.00</u>	<u>43.79%</u>
Net Ordinary Income	-49,278.52	5,024.00	-980.86%
Other Income/Expense			
Other Expense			

Western Gateway Recreation and Park District
Profit & Loss Budget Performance
July through November 2012

	<u>Jul - Nov 12</u>	<u>Annual Budget</u>	<u>% of Budget</u>
6000 · Capital Outlay			
6010 · Capital Outlay - Equipment	5,813.60	5,000.00	116.27%
Total 6000 · Capital Outlay	<u>5,813.60</u>	<u>5,000.00</u>	<u>116.27%</u>
Total Other Expense	<u>5,813.60</u>	<u>5,000.00</u>	<u>116.27%</u>
Net Other Income	<u>-5,813.60</u>	<u>-5,000.00</u>	<u>116.27%</u>
Net Income	<u><u>-55,092.12</u></u>	<u><u>24.00</u></u>	<u><u>-229,550.5%</u></u>

COMPARES' ACTUAL PERFORMANCE TO BUDGETED

Western Gateway Recreation and Park District Account QuickReport

Operating (Unassigned) Funds Account

ENDING BALANCE 10/31/12

TOTAL INFLOWS: November 2012

Deposits \$200.00, Recycling \$85.97,
Rental Fees \$811.00:

	\$ 73,007.43		\$ 1,184.97		\$ 74,192.40
		①		②	③
		Beg Balance	Revenues		TOTAL INFLOW

Bmaker's Cottage Rental Income 660.00
Disc Golf Course Income 165.00

EXPENDITURES: November 2012	Type	Date	Num	Name	DEPOSITS Debit	EXPENSES Credit
Liability Check		11/01/2012	235097	State Compensation Ins. Fund 105508		572.00
Paycheck		11/02/2012	V964380	Phyllis Fox		416.27
Paycheck		11/02/2012	235051	Robert L Frey		701.25
Paycheck		11/02/2012	235052	Karen Story		171.17
Deposit		11/05/2012			535.07	
Bill Pmt -Check		11/08/2012	V964974	A to Z Supply 00002340		220.70
Bill Pmt -Check		11/08/2012	235510	AT&T (1990)		72.15
Bill Pmt -Check		11/08/2012	235511	AT&T Mobility 105509		115.13
Bill Pmt -Check		11/08/2012	V964988	By the Book 105494		720.00
Bill Pmt -Check		11/08/2012	V964991	Penn Valley True Value		99.74
Check		11/12/2012	2851	Jim Tetzlaff - Reimburse		42.94
Deposit		11/13/2012			35.90	
Liability Check		11/14/2012	auto deduct	EFTPS		468.43
Liability Check		11/14/2012	auto deduct	EDD		32.43
Liability Check		11/14/2012	auto deduct	EDD		13.78
Bill Pmt -Check		11/15/2012	236011	J.H. Petroleum 00003360		314.42
Bill Pmt -Check		11/15/2012	236013	Penn Valley Fire Protection District		16.81
Bill Pmt -Check		11/15/2012	236012	PG&E 00005661		23.14
Bill Pmt -Check		11/15/2012	236014	Riebes Auto Parts 00005768		202.75
Bill Pmt -Check		11/15/2012	236010	Waste Management of Nevada County		99.40
Paycheck		11/16/2012	V965038	Jim F. Tetzlaff		431.08
Paycheck		11/16/2012	V965040	Phyllis Fox		400.31
Paycheck		11/16/2012	235934	Robert L Frey		420.07
Paycheck		11/16/2012	235935	Karen Story		171.16

④

DEPOSITS
EXPENSES
ITEMIZED





How we govern

Brown Act, California Resource Codes, etc.

By-laws and policies

Meeting structure, agenda items deadlines etc.

DIRECTOR RESPONSIBILITIES



Governing Codes

Audits

Government Code §26909

Special districts are required to have annual, independent audits conducted by the county auditor or a certified public accountant. This information is filed with the State Controller's Office and Nevada County.

Brown Act

Government Code §54950 to 54962

The Ralph Brown Act was adopted in 1953 to provide guidance to local governments on procedures for conducting open and public hearings (and, inversely, circumstances under which a government body can hold a closed session).

California's Open Meeting Act details the requirements for holding public meetings.

The District must perform its business in an open and transparent manner; meeting agendas must be posted in public spaces at least 72 hours prior to the meeting. In some circumstances a special meeting can be called with 24 hours notice. To ensure issues are discussed in an open fashion and decisions are made under the public's scrutiny, Directors are not allowed to gather in groups of 3 or more unless the meeting has been announced and posted in public.

California Environmental Quality Act (CEQA)

Public Resource Code §21000, et seq.

The Act requires state and local public agencies to consider the environmental impacts of proposed activities or projects. Agencies must determine if the impacts will be significant, and identify alternatives and mitigation measures that will substantially reduce or eliminate significant impacts on the environment.

Closed sessions

Government Code §54945.5(a) to §54945.5(i)

Closed sessions are allowed in very select circumstances, and a legislative body should go into a closed session only when absolutely required. The public must be informed of the closed session, and a brief description of the items on the agenda must be given. A minute book may be kept but not required, but the results of action taken must be made public. A meeting is always considered "open" until it is declared "closed".

Compensation and ethics training

Government Code §53232, et seq. (on compensation)

Local elected officials and key appointed officials (and management staff like general managers) are required by law to take ethics training courses if the officials receive compensation or reimbursement.

Conflict of interest

Government Code §1090, et seq. & §87100, et seq.

2 California Code Regulations §187100, et seq.

Public officials cannot make or influence a governmental decision in which they have a conflict of interest. An official will have a conflict of interest if the decision has a foreseeable financial effect on their economic interests. They may not exert influence on a decision in which they have a conflict of interest unless their participation is legally required, or the official can establish that effect of the decision is indistinguishable from the effect on the general population.

Contracting and bidding

Public Contract Code §1100 to §9203 (generally applicable)

Public Contract Code §20100, et seq. (special districts-specific)

The Local Agency Public Construction Act lays out the bidding and contracting procedures for special districts. Each special district type or even, at times, a specific special district has its own contracting and bidding regulations.

Elections, Advisory

Elections Code §9603

Local governments, including special districts, can have advisory elections to allow voters to voice their opinions on substantive issues, or to indicate to the local legislative body approval or disapproval of the ballot proposal.

Elections, Consolidations of

Elections Code §10400

Local municipalities, including special districts, can consolidate their elections with statewide elections. The section pertaining specifically to special districts starts at §10404.

Ethics training

Government Code §53232, et seq. (on compensation)

Government Code §53234, et seq. (on ethics training)

Local elected officials and key appointed officials (and management staff like general managers) are required by law to take ethics training courses if the officials receive compensation or reimbursement. This applies even if they do not receive compensation or reimbursement, but the district's principal act allows the elected officials to receive them. By law, the affected local official must take an ethics training course once every two years, and the district has to establish a written policy on reimbursements. The bill that established this law also made updates to the principal acts of special districts that offer reimbursement or compensation to their board board.

Resources:

- Assembly Bill 1234 (Salinas, 2005)
- Integrity and Accountability: Exploring Special Districts' Governance (November 2003), Senate Local Government Committee

- 
- Open, Ethical Leadership: AB 1234 Compliance Training for Special Districts, California Special Districts Association

Gift of public funds prohibited

California Constitution Article XVI, §6

Public officials cannot give, lend, nor authorize the making of any gift of public money to any person, association, or corporation.

Local Agency Formation Commission (LAFCo)

Government Code §56300, et seq.

A local agency formation commission (LAFCo) is an independent commission working within the boundaries of each county to help control the borders of cities and special districts, to discourage sprawl and encourage orderly government. The Knox-Nisbet Act of 1963 established LAFCOs in law. There is a list of 14 factors that LAFCOs consider when conducting any of the nine boundary changes.

Recreation and Park Districts

Public Resources Code §5780, et seq.

Communities are allowed to form recreation and park districts under the Recreation and Park District Law, the principal act. In 2001, the principal act was revised to streamline and update the current law at the time.



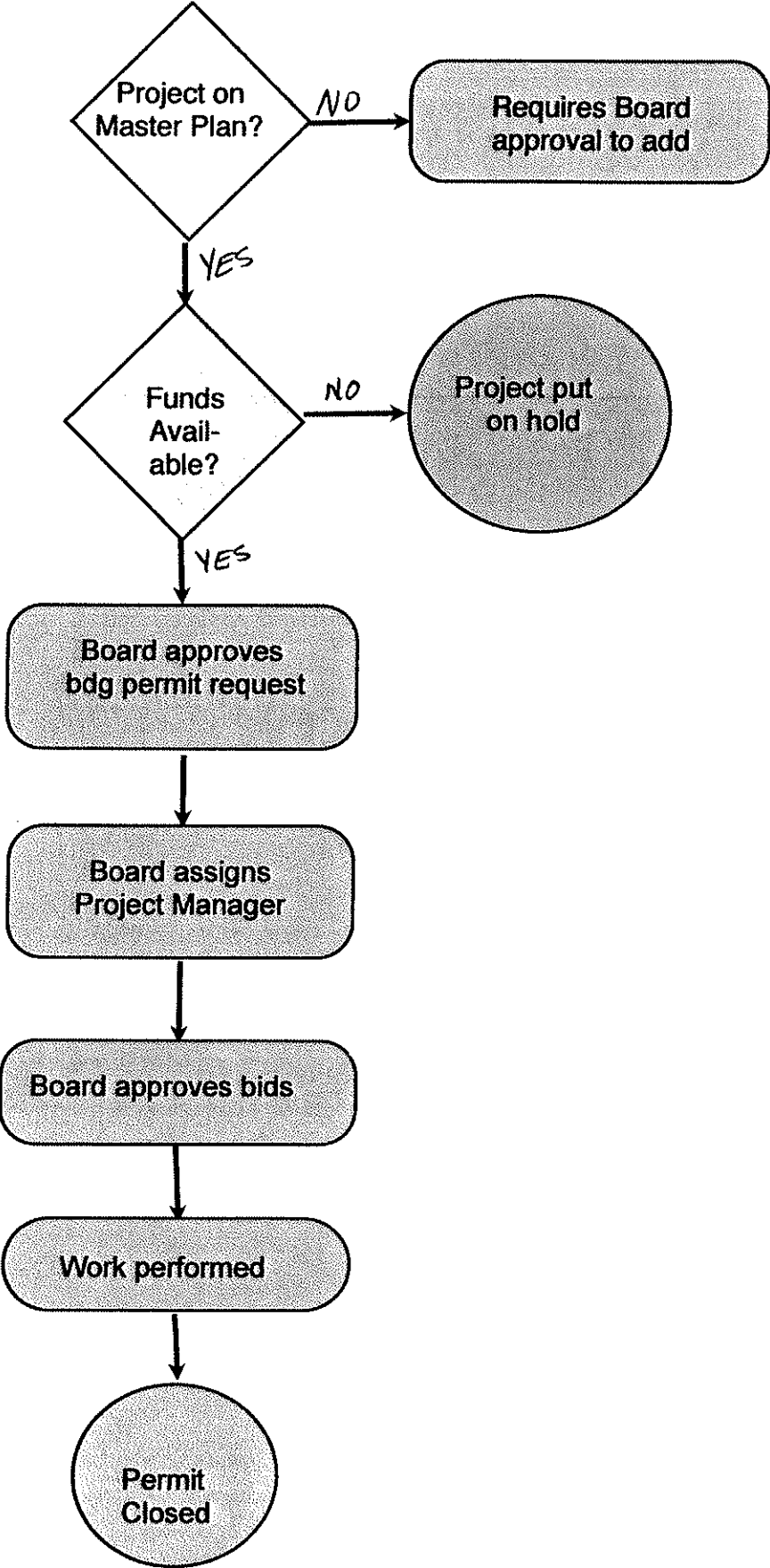
Vacancies

Government Code §1780, et seq.

Unless otherwise noted in the principal act of the district, vacancies in special districts are filled as provided in this section. In general, director vacancies must be filled within 60 days. If not filled, the County has an additional 30 days for appointing a replacement. If still not filled, a Special or General Election will be held to elect the replacement Director.



Implementing New Projects






Park Community/Stakeholders

Staff. The District employs two part time maintenance technicians, one part time secretary and one caretaker.

User Groups. There are several user groups who have a special interest in the park. They groups rent the facilities and support the park with volunteer services or other contributions. Many amenities (e.g. the ball fields and disc golf course) are maintained and upgraded due to the volunteer efforts of our user groups. These organizations include: "Seniors" and Masters Softball league; Penn Valley Area Little League; Dog Park User Group; Sky Katz (disc golf); Lake Wildwood Pickle Ball Club and others.

Additionally there are multiple organizations who are 'return customers' and have become an integral part of the park's user community.

Consultants. The District relies on expertise from local professionals in areas including landscaping, tree management, field management, irrigation systems and electrical systems. The District also appreciates the pro bono advice from a local attorney.



Volunteers. The District relies on volunteers to provide most of the care and maintenance of the park grounds. Individual volunteers have 'adopted specific gardens areas, others mow the lawn or repair irrigation problems. Disc golf players keep the course up to par and the soft ball and Little League players maintain the fields. Dog park users helped install the new waterline. The Pickle Ball Club painted new boundary lines on the courts.

Cooperative Programs.

Work Release. Nevada County Probation Department

Community Service, Superior Court of the State of California, County of Nevada

CalFire Conservation Camp Program, Protection Organization

First Responders and Sheriff.





Partners and Teams

Penn Valley Area Little League

GSSA

Masters Softball League

Lake Wildwood Pickle Ball Club

Sky Katz Disc Golf

Nevada County Italian Cultural Foundation

and more.....

Member organizations and Resources




Penn Valley Chamber of Commerce

California Special Districts Association

California Association of Recreation and Park Districts

California Park and Recreation Society





California Association of Recreation & Park Districts

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Message from CARPD President: Mike Limbaugh, Hesperia Recreation & Park District

August 2012

Before we discuss the financial issues at hand, let's spend some time on the bright side! CARPD's conference in Sacramento treated attendees, both board directors and staff, to some great informative seminars, forums, and a cruise on the Sacramento River. We would like to offer our congratulations to the 2012 CARPD award recipients, another outstanding group of Special District achievements. As well, we would like to announce that the next CARPD conference for 2013 will be held in South Lake Tahoe.



CARPD said goodbye to our Executive Director Henry Cab... June; thank you for all of your leadership and well done. As we say goodbye to Henry... new Executive Director, Mr. Pat Cab... the Administrator of CAPRI; wearing both hats. The CAPRI and looks for the upcoming year.

CA Park and Recreation Society
<http://www.cprs.org/>

Well... financial... member will have a... the measure not pass, the... seeking moneys from... central battle for Special Districts to... back we survived the Prop. 98 and Prop... now Recreation and Park Special Districts need... message: we have no more money. In every District,... are reduced but programs, facilities, services, and staff members continue to provide the people in our districts with quality and consistency. Throughout the State, cities are filing for financial protection. Recreation and Park Special Districts have a tremendous track record for financial soundness and have always seemed to do more with less, but now we have no more money. It will be on us to make sure that the State and County know all too well not to look to R & P Special Districts for funds.

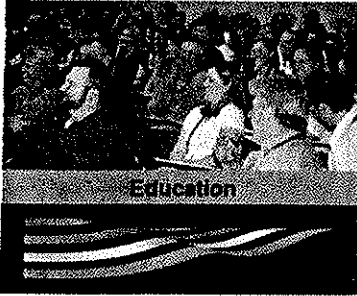
In addition to the new debt, California is also going to have some 40 new members on the State Legislature. Please, if your District is in an area sending a new elected representative, get in touch with them and let them know about your Recreation and Park District. Sometimes a few words or time spent with a State Representative can go a long way; particularly if Special Districts are the targets of others. GET OUT AND MEET YOUR STATE REPRESENTATIVES!

Last, but definitely not least, on November 6th VOTE!

Mike Limbaugh
President CARPD



search...



Education



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Welcome to the CPRS Web site

Region 5 Board of Directors Position Open

Written by Administrator
Thursday, 06 December 2012 09:21



Apply for Region 5 Representative to the State Board of Directors

The CPRS Board of Directors is seeking applications for a Representative to the State Board of Directors for the months of May, August, & December 2013 and January 2014.

Requirements are to attend CPRS State Meetings in May, August, & December 2013 and January 2014 in Districts 9, 10, and 12.

Qualifications for this position:

1. Current voting member of the State Board of Directors;
2. Employed in a park and recreation position;
3. Current CPRS membership; and
4. Must have been elected in an elected capacity at the state level or as a member of a state committee or task force.

Interested parties should submit their attached Region 5 Representative application to the CPRS Board of Directors. Submit it to Darin Loughrey, CPRS President, dloughrey@cprsd.org. Questions? Contact Darin at 949.724.6642.

<http://carpd.net>

CA Association of Recreation and Park Districts



Districts/Sections

District/Section Announcements

CPRS District 3 Support Staff Recognition and Holiday Luncheon
December 13, 2012
Antioch Community Center
Antioch, California
[Click here for details](#)

CPRS District 2 NCAMA Workshop
January 17, 2013
West Sacramento Community Center
West Sacramento, California
[Click here for details](#)

CPRS District 10 Recreation Leader Training Consortium
February 2, 2013
Fountain Valley Senior Center
Fountain Valley, California
[Click here for details](#)

CPRS District 3 Awards and Installation Luncheon
February 21, 2013
Veterans Memorial Building
Danville, California

CPRS District 2 Awards & Installation Banquet
February 22, 2013

CPRS Delivers Education to You!

Written by Leslie Fritz
Thursday, 25 October 2012 11:42

DEPR – Make and Take Yearly Webinar Series

Series #2 Open--Third Thursday each month from 2:00-3:00pm (Series #1 is sold out)

[Catalog Here of Monthly Topics--January - December 2013](#)

Brand New for 2013 – CPRS is proud to announce a cutting edge solution to a two-edged sword facing almost every park and recreation agency – on one side: dwindling training budgets; on the other side the need to stay on top of new ideas, solutions and strategies to succeed. Desktop Education for Parks and Recreation or DEPR Monthly Webinar Training brings the highest quality parks and recreation education to you, your full time staff, front-line – your entire agency.

Here is our list of monthly topics for 2013:

Last Updated on Monday, 03 December 2012 12:27
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Director Responsibilities

1. Each Director must annually submit the California Statement of Economic Interest Form (also called Financial Disclosure or Form 700) to the County. More information can be found online:

<http://www.fppc.ca.gov/forms/700-11-12/Form700-11-12.pdf>

2. AB1234 requires two hours of ethic training each two years. See enclosed bulletin for next opportunity. Other options include on-line courses through the State and others.
3. Keys to the Buttermaker's Cottage can be assigned to each Director. The District Secretary issues the keys and maintains the log.
4. Each Director has a mailbox in the Park Office.
5. Directors share the workload associated with managing the District. Typically Directors will identify areas of interest and accept related assignments as they emerge. Other projects are identified or 'championed' by individual directors who present the suggestion to the Board for action. A Director is identified to represent each project selected for implementation. The Director may serve as the project manager or as the board liaison with the project manager.

**Nevada LAFCo announces a training session to assist local officials to comply
with the requirements of AB 1234.**

City, County, District and elected officials who receive compensation or expense reimbursement must complete two hours of ethics training every two years. Individuals who are not required to take this training are nonetheless encouraged to attend to promote the highest standards of ethical practice in public service.

WHEN AND WHERE:

Thursday, January 24, 2013, 5:30 – 7:30 pm
Nevada County Board of Supervisors' Chambers
950 Maidu Avenue, Nevada City, CA 95959

PRESENTERS:

P. Scott Browne, Legal Counsel for Nevada, Butte, Lake, Solano, and Colusa LAFCos.
Michael G. Colantuono, Legal Counsel for Yuba LAFCo and City Attorney for Grass Valley and Auburn.

PROGRAM COST: \$10.00

To reserve a place at this session, please complete the form below and return with your check to **LAFCo, 950 Maidu Avenue, Nevada City, CA 95959**. Please call 530-265-7180 or send email to lafco@co.nevada.ca.us if you have questions.

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Name: _____

Address: _____

Phone No.: _____ Amount Enclosed: _____

Agency Name & Phone: _____

REGISTRATION DEADLINE: January 11, 2013

The curriculum for this workshop follows guidelines provided by the Fair Political Practices Commission, as required by AB1234; it was generously provided by: CSDA ALLIANCE