

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, January 28, 2021, 6:00 p.m.**

Board Members

Present: Chairman H. Gordon Ainsleigh
Director Mike Lynch
Director Jim Ferris
Director Jim Gray
Director Scott Holbrook

**Board Members
Absent:** None.

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Jesse Williams, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Mark Brunner, Recreation/Youth Services Manager
Mike Scheele, Landscape Architect/Project Manager
Pat Larson, Recording Secretary

1.0 CALL TO ORDER

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

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was made by Youth Services Coordinator Amy Oddo to Youth Services Site Director Wendy Murdoch as Employee of the Month for January, 2021.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Holbrook and seconded by Director Lynch to approve the agenda as written with item 8.1 being moved prior to item 6.0.

Roll Call Vote

Director Ainsleigh – Yes
Director Lynch – Yes
Director Ferris – Yes
Director Gray – Yes
Director Holbrook – Yes

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Rachel Raddell gave public comment that Discovery Club is great and safety protocol needs to be communicated to parents when students go back to five days a week.

Dane Wadle gave public comment that he took his boys to the Bike Park recently and it is a great facility. Mr. Wadle also gave a CSDA update that they are trying to get assistance from the Federal Government for funds for State and local Government Districts.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the Board of Directors Meeting from December 17, 2020

5.2 Review of Cash Requirements for December, 2020 (Standing Finance Committee)

5.3 Review of Financials for November, 2020 (Standing Finance Committee)

5.4 Review of Financials for December, 2020 (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to approve the Consent Calendar as written.

Roll Call Vote

Director Ainsleigh – Yes

Director Lynch – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – Yes

5 – 0 Motion carries.

Item 8.1 was moved to before Administrator's and Departmental Reports.

Resolution Number 2021-01: Supporting Auburn Endurance Events as the Official State 100 Mile Endurance Events (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray to adopt Resolution Number 2021-01 Supporting Auburn Endurance Events as the Official State 100 Mile Endurance Events to be signed by Vice Chairman Lynch.

Roll Call Vote

Director Ainsleigh – Yes
Director Lynch – Yes
Director Ferris – Yes
Director Gray – Yes
Director Holbrook – Yes

5 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 This item was moved to before item 6.0

8.2 District Policy Proposed Amendment – Purchasing Limits (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to approve the District Policy Proposed Amendment for Purchasing Limits.

Roll Call Vote

Director Ainsleigh – Yes
Director Lynch – Yes
Director Ferris – Yes
Director Gray – Yes
Director Holbrook – Yes

5 - 0 Motion carries

8.3 ARD Legal Counsel (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Lynch to send out Requests for Proposals for legal counsel.

Roll Call Vote

Director Ainsleigh – Yes
Director Lynch – Yes
Director Ferris – Yes
Director Gray – Yes
Director Holbrook – Yes

5 - 0 Motion carries.

8.4 24-Acre Site Refined Master Plan (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Gray to approve the 24-Acre Site Refined Master Plan.

Roll Call Vote

Director Ainsleigh – Yes
Director Lynch – Yes
Director Ferris – Yes
Director Gray – Yes
Director Holbrook – Yes

5 - 0 Motion carries.

8.5 2021 ARD Friend of Recreation Award

There was no vote taken on this item. Someone will be nominated for the ARD Friend of Recreation at the February Board Meeting.

8.6 2021-2022 Obsolescence List (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Lynch to approve the updated 5-Year Obsolescence List based on the new Preliminary Budget.

Roll Call Vote

Director Ainsleigh – Yes
Director Lynch – Yes
Director Ferris – Yes
Director Gray – Yes
Director Holbrook – Yes

5 - 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Preliminary Budget for Fiscal Year 2021 – 2022 (Standing Finance Committee)
This item was reviewed by the Board.
2. FY 2021/2022 Project List and Five-Year Plan Update – (Acquisition & Development Committee) This item was reviewed by the Board.
3. County Mitigation Fund, current balance \$792,000.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

No action will be taken at this time on any item announced or reported by a Board Member. The Board or a member of the Board may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent Meeting concerning any matter so reported, or take action to direct staff to place a matter of business on a future agenda.

Director Ainsleigh informed the Board that he would like to ask Green Acres for a donation of trees. In return, he would put up signs in front of the trees advertising Green Acres. This item will be discussed at the February 2021 Program, Personnel, Policy, Fee & Legal Review Committee Meeting.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – Closed Session began at 7:52 p.m.

13.1 Public Employee Performance Evaluation (Gov Code 54954.5, subd. (e), 54947.)

Title: District Administrator

13.2 Union Negotiations

Conference with Labor Negotiators (Government Code, Section 54956.95, subd. (f), 54957.6)

Agency Designated Representatives: Kahl Muscott, District Administrator; Veona Galbraith, Administrative Services Manager

Employee Organization: IOUE, Stationary Engineers Local 39

14.0 OPEN SESSiON – Open Session began at 8:03 p.m.

There was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:03 p.m. by Chairman Ainsleigh.

Board Secretary

Date