

**Auburn Area Recreation and Park District**  
**Amended Minutes of the Meeting of the Board of Directors**  
**Thursday, January 30, 2020, 6:00 p.m., Canyon View Community Center**  
**471 Maidu Drive, Auburn, CA**

**Board Members**

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

**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 Services Manager  
Debbie Thomas, Youth Services Manager  
Mike Scheele, Landscape Architect/Project Manager  
Patricia Larson, Recording Secretary

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 6:03 p.m. by Chairman Holbrook.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A presentation of a donation to the Auburn Recreation District from Steve Gaylardt and Steve Grundmeier of Auburn Rotary was made to the Auburn Recreation District's Youth Assistance Fund.

Acknowledgement was made of a donation in the amount of \$5,000 to the Auburn Recreation District's Youth Assistance Fund from the Mother Lode Foundation, Inc., Board Members Nick Willick, Don Ferretti, Dan Conners, and Barbara Besan.

Acknowledgement of a sponsorship in the amount of \$1,000 to the Auburn Recreation District's Not Necessarily Dead Fest from Veronica Blake.

A presentation was made to the January 2020 employee of the month Donna Renee Carlos, Account Clerk II, by Administrative Services Manager Veona Galbraith.

### **3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the agenda as written.

#### **Roll Call Vote**

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

5 - 0 Motion carries

### **4.0 PUBLIC COMMENT**

None.

### **5.0 CONSENT ITEMS**

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from December 12, 2019**
- 5.2 Review of Cash Requirements for December, 2019 (Standing Finance Committee)**
- 5.3 Review and Approval of Financials for November, 2019 (Standing Finance Committee)**
- 5.4 Review and Approval of Financials for December, 2019 (Standing Finance Committee)**
- 5.5 Resolution Number 2020-01: Transfer of Capital Construction Reserves for the Regional Park Path of Travel (Standing Finance Committee)**
- 5.6 Resolution Number 2020-02: Transfer of Equipment Reserve Fund (Standing Finance Committee)**

**5.7 Fee Waiver Request for Foothill Quilters Guild (Standing Finance Committee)**

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the Consent Calendar with items 5.4 and 5.7 being pulled for discussion.

**Roll Call Vote**

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

5 - 0 Motion carries.

**Item 5.4 Review and Approval of Financials for December, 2019**

There was discussion by the Board of Directors to discuss the \$110,000 revenues from the RDA Pass Throughs at the upcoming Finance and Policy Committee meetings.

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve item 5.4, Review and Approval of Financials for December, 2019.

**Roll Call Vote**

Director Holbrook – Yes  
Director Gray – No  
Director Ainsleigh – Yes  
Director Ferris – Yes  
Director Lynch – Yes

4 - 1 Motion carries.

**Item 5.7 Fee Waiver Request for Foothill Quilters Guild**

There was discussion that the Foothill Quilters Guild did not ask for a fee waiver above ARD's written policy this year.

A motion was made by Director Ferris and seconded by Director Ainsleigh to approve the Fee Waiver Request by the Foothill Quilters Guild.

**Roll Call Vote**

Director Holbrook – Yes  
Director Gray – Yes  
Director Ainsleigh – Yes  
Director Ferris – Yes  
Director Lynch – 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 CalPERS Change in Auburn Area Recreation and Park District’s Medical Family Benefit (Program, Personnel, Policy, Fee & Legal Review Committee)**

Board consensus was given to amend changing the proposed CalPERS Medial Family Benefit date for non-represented employees to be effective for employees hired after February 1, 2020.

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the District’s CalPERS Medical Family benefit plan policy for non-represented employees as written effective February 1, 2020

**Roll Call Vote**

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

5 - 0 Motion carries.

**8.2 Donor Policies, Procedures and Recognition (Program, Personnel, Policy, Fee & Legal Review Committee)**

No action was taken on this item. Direction was given by the Board to send this item back to the February 2020 Program, Personnel, Policy, Fee & Legal Review Committee for further revisions.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Discussion of Nominations for ARD Friend of Recreation – it was discussed that the Board will submit their recommendations in writing to the District Administrator and the nominations will be reviewed at the February, 2020 Board meeting.

2. Alternate Public Member for Placer Local Agency Formation Commission – Director Ainsleigh will contact LAFCO to apply for this position.
3. County Mitigation Fund, current balance \$487,738.

**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.

None.

**11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

**12.0 PUBLIC COMMENT**

**13.0 CLOSED SESSION – The Board went into Closed Session at 7:00 p.m.**

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

**Title: District Administrator**

**13.2 Liability Claims (Government Code 54956.95, subd. (d))**

**Claimant: Veilstrop, Anna**

**Agency claimed against: Auburn Area Recreation and Park District**

**14.0 OPEN SESSION – The Board came back into Open Session at 7:16 p.m.. There was no reportable action on either of the closed session items.**

**ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:17 p.m. by Chairman Holbrook.**

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Board Secretary

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Date

