

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Auburn Area Recreation & Park District
Thursday, February 25, 2016, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA**

**Board Members
Present:**

Chairman Jim Ferris
Director Lynch
Director Ainsleigh
Director Jim Gray
Director Holbrook

**Board Members
Absent:**

None.

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Larry Gray, Facilities & Grounds Manager
Debbie Thomas, Youth Services Manager
Pamela Vann, Landscape Architect
Patricia Larson, Recording Secretary

FLAG SALUTE

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:02 p.m. by Chairman Ferris.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

5.1 Review and Approval of the January 28, 2016 Auburn Area Recreation & Park District Minutes of the Board of Directors

5.2 Review of Cash Requirements for January, 2016 (Standing Finance Committee)

5.3 Review of Financials for January, 2016 (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the consent calendar.

Roll Call Vote

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

5– 0 Motion carries.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Resolution Number 2016-01, A Resolution Directing Preparation of the Engineer’s Report for Fiscal Year 2016-17 for the Continuation of the Atwood Ranch III Landscaping and Lighting Assessment District of the Auburn Area Recreation and Park District (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Gray to adopt Resolution Number 2016-01, A Resolution Directing Preparation of the Engineer’s Report for Fiscal Year 2016-17 for the Continuation of the Atwood Ranch III Landscaping and Lighting Assessment District of the Auburn Area Recreation and Park District

Roll Call Vote

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

5 – 0 Motion carries.

8.2 2016 – 2017 Preliminary Budget (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the 2016 – 2017 Preliminary Budget.

Roll Call Vote

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

3 – 2 Motion carries.

8.3 Reducing Fee Waivers for ARD Facilities During Peak Usage (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh approve amending its Fee Waiver Policy by reducing the fees waived for facilities during peak usage times.

Peak usage times for facilities are defined as follows: Picnic Units: April – October, Gymnasiums: December – March, Baseball fields: February – July, Soccer fields: July – November, Summing pools: May – July.

Roll Call Vote

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

5 – 0 Motion carries.

8.4 Proposed Changes to Policy: ARD Minutes of the Board (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Ferris to amend the proposed policy regarding minutes of the Board to be consistent with the records retention policy which states as follows: All regular and special meetings of the Board may be recorded. Recordings may be destroyed consistent with the records retention policy.

Roll Call Vote

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

4 – 1 Motion carries.

8.5 Letter to Local Legislators Re: Video Monitoring

Chairman Ferris recommended with no objections from the Board of Directors to table this item for revisions of the letters to the Board meeting in March, 2016.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Fiscal Year 2016/2017 Project List (Acquisition & Development Committee). The Board reviewed the information provided. The Fiscal Year 2016/2017 Project List was forwarded to the Acquisition & Development Committee for revisions.
2. Installation of security cameras at Regional Park (Acquisition & Development Committee). Information was provided to the Board regarding staff has been conducting research into the installation of security cameras at Regional Park.

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.

There was Board discussion regarding nominations for the Friend of Recreation award.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

Heidi Rietjens, an Auburn, California resident suggested getting a name tag in the board room for Pat Larson, Clerk to the Board.

Director Holbrook left the meeting at 7:33 p.m.

13.0 CLOSED SESSION – The Board went into closed session at 7:34 p.m.

13.1 Public Employee Performance Evaluation. (Gov. Code, 54954.5, subd. (e), 54957.)

Title: District Administrator

14.0 OPEN SESSION – Open session began at 7:35 p.m., there was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:35 p.m. by Chairman Ferris.

Board Secretary

Date