

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, February 27, 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
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 6:00 p.m. by Chairman Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was made to the February 2020 employee of the month Facilities Attendant/Custodian Trent Carter, by Facilities & Grounds Manager Jesse Williams.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

4 – 0 Motion carries

Director Ainsleigh arrived at 6 :05 p.m.

4.0 PUBLIC COMMENT

Members of Sierra Hills Little League gave public comment thanking the ARD Board of Directors for allowing electricity to go in at Winchester Park. They are very happy with it as it is a great investment.

Mike Lynch made the announcement that February 28th is Jim Ferris' birthday. The Board and people who were present at the meeting sang "Happy Birthday" to Jim Ferris.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from January 30, 2020**
- 5.2 Review of Cash Requirements for January, 2020 (Standing Finance Committee)**
- 5.3 Review and Approval of Financials for January, 2020 (Standing Finance Committee)**
- 5.4 Resolution Number 2020-03: Preparation of Atwood III Engineer's Report for Fiscal Year 2020/2021 (Acquisition & Development Committee)**
- 5.5 Fee Waiver Request from Placer High Grad Night (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Gray to approve the Consent Calendar with items 5.1 and 5.5 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 5.1 Review and Approval of Minutes for January, 2020

There was discussion by the Board of Directors to correct the January 30, 2020 Minutes of the Board of Directors where some of the votes were incorrect.

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the January, 30, 2020 Minutes of the Board of Directors as amended.

Roll Call Vote

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

5 – 0 Motion carries.

Item 5.5 Fee Waiver Request from Placer High Grad Night

Melany Hall, Chairperson of Placer High Grad Night requested an additional \$883.18 in rental fees be waived by the ARD Board of Directors for the upcoming Placer High Grad Night. This year's Placer Grad Night will be the 30th annual Placer Grad Night. The purpose of this event is to keep the kids and community safe.

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the Fee Waiver Request by Placer High Grad Night.

Roll Call Vote

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

4 – 1 Motion carries.

Mike and Patsy Lynch, Bud and Heidi Rietjens and Jim Gray gave personal donations to Placer Grad Night.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

A request was made by Director Lynch for Sandy Amara, the City Council liaison to the ARD Board to give a monthly report to the Board either written or verbally.

Ms. Amara gave a verbal report to the ARD Board that the City has hired a consultant to see if they can increase sales tax by 1%.

The City of Auburn is also trying to buy property to create a fuel break all around the town of Auburn.

The City of Auburn is ahead of the curve on the homeless situation.

The City of Auburn was approached to adopt a resolution for climate consciousness.

7.0 UNFINISHED BUSINESS

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

A motion was made by Director Lynch and seconded by Director Gray to approve the Donor Policies, Procedures and Recognition Policy with monetary donations received as part of a sponsorship being reduced by 25% and alternate #1 that was recommended by the Policy Committee not being approved by the Board.

Roll Call Vote

Director Holbrook – Yes

Director Gray – Yes

Director Ainsleigh – No

Director Ferris – Abstain

Director Lynch – Yes

3 – 1 – 1 Motion carries.

7.2 Nominations for the ARD Friend of Recreation

The Board of Directors made nominations for the ARD Friend of Recreation as follows:

Director Ainsleigh nominated Jack Sanchez as choice number one and the Ridge Golf Course as choice number two.

Director Ferris nominated Warren Tellefson as choice number one and the Ridge Golf Course as choice number two.

Director Lynch nominated Warren Tellefson as choice number one and Jack Sanchez as choice number two.

Director Gray nominated Warren Tellefson as choice number one and the Ridge Golf Course as choice number two.

Director Holbrook nominated the Ridge Golf Course as choice number one and Warren Tellefson as choice number two.

Warren Tellefson received three first place nominations and was therefore selected as the 2020 ARD Friend of Recreation.

8.0 NEW BUSINESS

8.1 Fee Waiver Request from Foothill Karate Do (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Lynch to approve the fee waiver request from Foothill Karate Do.

Roll Call Vote

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

4 - 1 Motion carries.

8.2 Resolution Number 2020-05: Contingency Increase on the James Field Project (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2020-05, Contingency Increase on the James Field Project.

Roll Call Vote

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

5 - 0 Motion carries.

Director Holbrook requested that the contingency increase on the James Field Project be a discussion item at the March, 2020 Board of Directors meeting.

8.3 Per Capita Funding and the City of Auburn (Acquisition & Development Committee)

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve the population overlap number with the City of Auburn.

Roll Call Vote

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

5 - 0 Motion carries.

**8.4 Resolution Number 2020-04: Preliminary Budget for Fiscal Year 2020/2021
(Standing Finance Committee)**

A motion was made by Director Ferris and seconded by Director Gray to adopt Resolution Number 2020-04, Preliminary Budget for Fiscal Year 2020/2021.

Roll Call Vote

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

3 - 2 Motion carries.

8.5 Resolution Number 2020-06: Purchase of a new John Deere 1570 Front Mower

A motion was made by Director Ainsleigh and seconded by Director Ferris to adopt Resolution Number 2020-06, Purchase of a new John Deere 1570 Front Mower.

Roll Call Vote

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

5 - 0 Motion carries.

8.6 California Special Districts Association (CSDA) Board of Directors Call for Nominations Seat C, Resolution Number 2020-07, A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Supporting the Nomination of Scott R. Holbrook for the California Special Districts Association Board of Directors, Seat C

A motion was made by Director Ainsleigh and seconded by Director Lynch to adopt Resolution Number 2020-07, A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Supporting the Nomination of Scott R. Holbrook for the California Special Districts Association Board of Directors, Seat C.

Roll Call Vote

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

5 - 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Discussion of Fiscal Year 2020/2021 Project List and Five-Year Plan Update – see attachment – the Board of Directors reviewed this item.
2. Banning of Plastics at ARD – see attachment – this item will be discussed at the March, 2020 Program, Personnel, Policy, Fee & Legal Review Committee Meeting.
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

None.

13.0 CLOSED SESSION – The Board went into Closed Session at 7:40 p.m.

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

Title: District Administrator

13.2 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

14.0 OPEN SESSION – The Board came back into Open Session at 8:04 p.m. There was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:04 p.m. by Chairman Holbrook.

Board Secretary

Date