

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, June 27, 2019, 6:00 p.m., Canyon View Community Center
471 Maidu Drive, Auburn, CA**

Board Members

Present:

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

Board Members

Absent:

Director Jim Gray

Staff Present:

Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Jesse Williams, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Sheryl Petersen, 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 6:02 p.m. by Chairman Ferris.

(PLEDGE TO THE FLAG)

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 Lynch to approve the agenda as written with item 7.4 being floated until Administrative Services Manager Veona Galbraith arrives.

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

Jim Ferris, an Auburn, California resident gave public comment giving accolades to Scott Holbrook for the best Party in the Park event he has been to yet. Everything went very smoothly.

Jim Ferris also gave accolades to District Administrator Kahl Muscott for being Rotary President for the past year. Mr. Ferris attended the Rotary roast for Mr. Muscott, it was very well done.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Meeting of the Board of Directors from May 30, 2019 and Minutes of the Special Meeting of the Board of Directors from June 13, 2019**
- 5.2 Review of Cash Requirements for May, 2019 (Standing Finance Committee)**
- 5.3 Review and Approval of Financials for May, 2019 (Standing Finance Committee)**

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the Consent Calendar.

Roll Call Vote

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

4 – 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.

Item 7.4 SDRMA & CAPRI (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to adopt Resolution Number 2019-20, a Resolution of the Governing Body of the Auburn Area Recreation and Park District, Declaring that Governing Body Members and Volunteers Shall be Deemed to Be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for said Certain Individuals While Providing their Services and Resolution Number 2019-21, a Resolution of the Board of Directors of Auburn Area Recreation and Park District (ARD) Approving the Form of and Authorizing the Execution of a Sixth Amended Joint Powers Agreement and Authorizing Participation in the Special District Risk Management Authority Workers' Compensation Program.

Roll Call Vote

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

3 – 1 - 0 Motion carries.

7.0 UNFINISHED BUSINESS

7.1 Atwood Ranch III, Resolution Number 2019-17, a Resolution of the Auburn Area Recreation and Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2019-20 for the Atwood Ranch III Landscaping and Lighting Assessment District (Acquisition and Development Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2019-17 declaring the Board's intention to levy the continued assessments for fiscal year 2019-2020, preliminarily approving the Engineer's Report for the Atwood Ranch III Landscaping and Lighting Assessment District, and providing for the notice of a public hearing on June 27, 2019 regarding levying the continued annual assessments for fiscal year 2019-2020.

Roll Call Vote

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

4 – 0 Motion carries.

7.2 Resolution Number 2019-18 Indemnifying Placer County for Collection of Atwood III Assessments (Acquisition and Development Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2019-18 Indemnifying Placer County for Collection of Atwood III Assessments.

Roll Call Vote

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

4 – 0 Motion carries.

7.3 Resolution Number 2019-19: James Field Renovation (Acquisition and Development Committee)

A motion was made by Director Ainsleigh and seconded by Director Holbrook to adopt Resolution Number 2019-19 Approving A Notice of Categorical Exemption from the California Environmental Quality Act (CEQA) for the James Baseball Field Renovation at Recreation Park.

Roll Call Vote

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

4 – 0 Motion carries.

7.4 SDRMA & CAPRI – this item was moved to after 6.0

7.5 Process for Selecting ARD Friend of Recreation (Program, Personnel, Policy, Fee & Legal Review Committee)

The Board of Directors discussed this item and gave consensus to send it back to the Program, Personnel, Policy, Fee & Legal Review Committee to formalize the process and lay out the criteria.

7.6 Life Webcasts of ARD Meetings (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Ferris and seconded by Director Lynch to approve live webcasts of the ARD meetings.

Roll Call Vote

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

4 – 0 Motion carries.

8.0 NEW BUSINESS

8.1 Updated Recreation Services Manager Job Description (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Lynch to approve the updated Recreation Services Manager Job Description.

Roll Call Vote

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

3 – 1 - 0 Motion carries.

An amended motion was made by Director Ainsleigh and seconded by Director Lynch to approve the updated Recreation Services Manager Job Description and change the word non-essential to less-essential regarding job functions in the job description subject to the approval of Legal Counsel Patricia Eyres.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

8.2 Request for a new Needs Survey Review (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to not have a new needs survey.

Roll Call Vote

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

3 – 1 – 0 Motion carries

8.3 CSDA Board of Directors Election, Seat B

A motion was made by Director Lynch and seconded by Director Holbrook to vote for Patrick Larkin from Cordova Recreation and Park District for the CSDA Board of Directors, Seat B.

Roll Call Vote

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

4 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. County Mitigation Fund, current balance \$487,738.

10.0 BRIEF TANNOUNCEMENTS 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.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Thank you note from Bill and Jenny Jansen.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – Closed session was canceled.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:10 p.m. by Chairman Ferris.

Board Secretary

Date