

**Auburn Area Recreation and Park District
Minutes
of the Meeting of the Board of Directors
Thursday, October 25, 2012, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA**

Board Members

Present: Chairman Scott Holbrook
Vice Chairman Curt Smith
Director Jim Gray
Director Gordon Ainsleigh
Director Jim Ferris

Board Members

Absent: None.

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Larry Gray, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Pamela Vann, Landscape Architect
Sheryl Petersen, Recreation Services Manager
Debbie Thomas, Youth Services 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

Presentation from Customer Service/Marketing Manager Manouch Shirvanioun to Customer Service Representative Andie Leventin as employee of the month for October, 2012.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Smith and seconded by Director Gray to approve the agenda.

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the September 27, 2012 Meeting of the Board of Directors

5.2 Review of Cash Requirements for September, 2012 (Standing Finance Committee)

5.3 Review of Financials for September, 2012 (Standing Finance Committee)

5.4 Fee Waiver Request from Placer High School for Grad Night (Standing Finance Committee)

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

Roll Call Vote

5 – 0 Motion carries.

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION

None.

7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

8.0 UNFINISHED BUSINESS

8.1 Shockley Property New Trail Installation/Improvements (Acquisition & Development Committee)

A motion was made by Director Smith and seconded by Director Holbrook not to build new trails at the property referred to as the Shockley Property.

Roll Call Vote

5 – 0 Motion carries.

9.0 NEW BUSINESS

9.1 Renaming Sugar Pine Mountain Park Back to Winchester Park (Program, Personnel, Policy & Fee Committee)

A motion was made by Director Smith and seconded by Director Holbrook not to rename Sugar Pine Mountain Park back to Winchester Park.

Roll Call Vote

3 yes votes – Directors Holbrook, Smith & Gray.

2 abstentions – Directors Ainsleigh & Ferris.

3 – 0 – 2 Motion carries.

9.2 Preliminary Mid-Year Budget Revision for Fiscal Year 2012 – 2013 (Standing Finance Committee)

A motion was made by Director Smith and seconded by Director Holbrook to approve the Preliminary Mid-Year Budget Revision for Fiscal Year 2012 – 2013.

Roll Call Vote

5 – 0 Motion carries.

9.3 One-Time Special Payment for the District Administrator (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Smith to approve the one-time special payment for the District Administrator.

Roll Call Vote

4 – 1 Motion carries.

Director Ainsleigh voted no.

10.1 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

None.

11.0 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.

12.0 Board Members:

Jim Ferris, Jim Gray, Scott Holbrook, Gordon Ainsleigh & Curt Smith.

12.1 Chairman Appointments:

Acquisition & Development Committee	Directors Gray & Smith
Party in the Park	Directors Holbrook, Ferris & Staff
Program, Personnel, Policy & Fee Committee	Directors Holbrook & Smith
Finance Committee	Directors Ferris & Gray
User Group Liaisons	Directors Gray & Ainsleigh
Legal Review Committee	Directors Holbrook & Smith
Committee for District Administrator's Goals & Assessments	Directors Holbrook & Ferris
Sergeant at Arms	District Administrator Kahl Muscott

12.2 District Administrator Appointed Standing Committee:

Strategic Plan Review Steering Committee	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
Marketing and Program Plan Committee	Director Ferris & Staff
ADA (American's With Disabilities Act) Transition Plan Committee	Director Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
Adopt A Park Committee	Director Ainsleigh, Director Ferris, Kahl Muscott, Larry Gray

12.3 Media Representatives Director Holbrook & District Administrator Kahl Muscott

12.4 Parliamentarian District Administrator Kahl Muscott

13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS

None.

14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS

None.

14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

15.0 PUBLIC COMMENT

Director Ainsleigh gave public comment regarding the Obstacle Scramble.

16.0 CLOSED SESSION – A motion was made by Director Holbrook and seconded by Director Smith to postpone Closed Session. There was Board consensus to postpone Closed Session.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 6: 27 p.m. by Chairman Holbrook.

Board Secretary

Date