

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, October 29, 2020, 6:00 p.m.**

Board Members

Present: Chairman Scott Holbrook
Director Jim Gray
Director Jim Ferris
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/Youth Services Manager
Mike Scheele, Landscape Architect/Project Manager
Pat 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 Holbrook.

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 Ainsleigh to approve the agenda as written with item 9.1 being moved to after item 6.0.

Roll Call Vote

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

3 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

Director Ferris arrived at 6:04 p.m.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from September 24, 2020**
- 5.2 Review of Cash Requirements for September, 2020 (Standing Finance Committee)**
- 5.3 Review and Approval of Financials for September, 2020 (Standing Finance Committee)**
- 5.4 Resolution Number 2020-28: Approval of Application for Statewide Park Development and Community Revitalization Program (SPP) Grant Funds (Acquisition & Development Committee)**
- 5.5 Resolution Number 2020-30: A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Adopting the Fiscal Year 2020/2021 GANN Appropriation Limit (Standing Finance Committee)**

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the Consent Calendar as written with a change to the September 24, 2020 Board Meeting Minutes on page 9., item 8.1, a typographical error was corrected from \$5,000 to \$3,000.

Roll Call Vote

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

4 – 0 Motion carries.

Director Gray arrived at 6:09 p.m.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

Discussion Item 9.1 became Item 6.1 – Review of Projects/Improvements for Energy Savings Performance Contract (Standing Finance Committee)

A presentation on an Energy Savings Performance Contract was made to the Board of Directors by Brooklyn Stewart of Centrica.

The Board of Directors forwarded this item to the November 2020 Standing Finance Committee meeting and the November 2020 Board of Directors meeting for consideration. Any further questions from the Board of Directors should be directed to District Administrator Kahl Muscott or Brooklyn Stewart.

7.0 UNFINISHED BUSINESS

7.1 2020 California Association for Park and Recreation Indemnity (CAPRI) Board of Directors Election – CAPRI Election Ballot

A motion was made by Director Lynch and seconded by Director Gray to vote for Director Scott Holbrook for the CAPRI Board of Directors.

Roll Call Vote

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

5 – 0 Motion carries.

7.2 Rock Creek Mobile Home Park Encroachments at Regional Park (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray approve the Memo of Understanding Regarding Permissive Continuation of Encroachment on District Property with changes to the language under item 5. of the Memo of Understanding as discussed.

Roll Call Vote

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

5 – 0 Motion carries.

7.3 ARD Encroachment Policy (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray to approve the ARD encroachment policy as proposed by the Program, Personnel, Policy, Fee & Legal Review Committee with ARD staff to develop a fuel reduction modification program that is sufficient with the ARD Board of Directors.

Roll Call Vote

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

5 - 0 Motion carries.

8.0 NEW BUSINESS

8.1 Mid-Year Update of Obsolescence List (Standing Finance Committee)

A motion was made by Director Gray and seconded by Director Ainsleigh to approve the Mid-Year Update of the Obsolescence List.

Roll Call Vote

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

4 - 1 Motion carries.

8.2 Resolution Number 2020-29: Mid-Year Budget Revision for Fiscal Year 2020-2021 (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ainsleigh to adopt the Mid-Year Budget Revision for Fiscal Year 2020-2021.

Roll Call Vote

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

4 - 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. A review of Projects/Improvements for Energy Savings Performance Contract (Standing Finance Committee) This item was moved to item 6.1.
2. Five-Year History of Volunteer and Work Release Hours – see attachment. (Standing Finance Committee) This item was reviewed by the Board of Directors with a request for a more in-depth report separating the work release from the volunteers. This item was forwarded to the November 2020 Standing Finance Committee meeting.
3. Bike Park – see attachment. (Acquisition & Development Committee) This item was reviewed by the Board of Directors.
4. Proposed Board and Committee Meeting Schedule for November and December, 2020 – see attachment. (All Committee Meetings) This item was reviewed by the Board of Directors.
5. County Mitigation Fund, current balance \$792,000.

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

Sandy Amara of the City Council recognized Director Jim Ferris for his work with the Auburn Ravine Creek Pollution Committee.

13.0 CLOSED SESSION – Closed Session was cancelled.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:38 p.m. by Chairman Holbrook.

Board Secretary

Date

