

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, November 19, 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 6:05 p.m. by Chairman Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was given by Youth Services Coordinator Amy Oddo to Interim Site Director of Youth Services Caleb Porter as Employee of the Month for November, 2020.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the Board of Directors Meeting from October 29, 2020

5.2 Review of Cash Requirements for October, 2020 (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ferris to approve the Consent Calendar as written.

Roll Call Vote

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

4 – 0 Motion carries.

Director Gray arrived at 6:10 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.

7.0 UNFINISHED BUSINESS

7.1 Public Hearing – Resolution Number 2020-31 Approving an Energy Services Contract Between ARD and Centrica Business Solutions, Inc. Per California Government Code Sections 4217

The Public Hearing opened at 6:33 p.m.

Staff Presentation: District Administrator Kahl Muscott gave a staff presentation on the Centrica Energy Services Contract.

Public Comment – None.

Board Discussion/Action – the board discussed the Centrica Energy Services Contract.

Close Public Hearing – The Public Hearing was closed at 6:52 p.m.

A motion was made by Director Lynch and seconded by Director Gray to adopt Resolution Number 2020-31, approving an energy Service Contract with Centrica Business Solutions.

Roll Call Vote

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

5 – 0 Motion carries.

7.2 Financing for the Centrica Energy Savings Contract

A motion was made by Director Ainsleigh and seconded by Director Ferris to select RealLease as the financing broker for the Centrica Energy Savings Contract.

Roll Call Vote

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

1 yes vote

4 no votes - Motion did not carry.

A motion was made by Director Lynch and seconded by Director Gray to select Jeff Land as the financing broker for the Centrica Energy Savings Contract.

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

4 – 1 Motion carries.

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

A motion was made by Director Lynch and seconded by Director Gray to approve the fire reduction program.

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 UAL CalPERS Pension Prefunding (Standing Finance Committee)

A motion was made by Director Ferris and seconded by Director Lynch to approve prefunding the UAL by remitting \$280,000 to CalPERS from ARD’s Unfunded Liability Reserve (\$241,000) and the Equipment Reserves (\$39,000) to reduce the interest being incurred by CalPERS.

Roll Call Vote

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

5 - 0 Motion carries.

8.2 ARD’s Medical Family Benefit Policy (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray to approve changes to the Personnel Policy for an annual 50/50 adjustment based on new premiums in District benefits for the CalPERS medical coverage for employees.

Roll Call Vote

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

5 - 0 Motion carries.

8.3 Amending 2020/2021 Project List and CIP (Acquisition & Development Committee)

A motion was made by Director Gray and seconded by Director Lynch to approve amending the existing 2020/2021 Project List and Capital Improvement Project List (CIP) to coincide with the FY 2020/2021 Budget Revision.

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. Five-Year History of Volunteer and Work Release Hours – information was attached.
2. 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.

Director Lynch announced that today is the 48th wedding anniversary for him and his wife Patsy. Congratulations!

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – Closed Session was cancelled.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:25 p.m. by Chairman Holbrook.

Board Secretary

Date