

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, November 30, 2017, 6:00 p.m., Canyon View Community Center
471 Maidu Drive, Auburn, CA**

Board Members

Present: Chairman Mike Lynch
Director Scott Holbrook
Director Jim Ferris
Director Gordon Ainsleigh

Board Members

Absent: Director Jim Gray

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Brian Simpson, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Sheryl Petersen, Recreation Services Manager
Debbie Thomas, Youth Services Manager
Mike Scheele, Project Manager/Landscape Architect
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 Lynch.

FLAG SALUTE – (PLEDGE TO THE FLAG) – A flag presentation was given by BSA Troop 19.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Members from the Auburn Moose Lodge presented a check to ARD's Youth Assistance Fund in the amount of \$1,400.

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.

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

Warren Tellefson of Boy Scout Troop 19 thanked Director Holbrook and District Administrator Kahl Muscott for their time in talking to the Boy Scouts regarding Board meeting procedures.

Peggy Eggli, a resident of Riverview Drive in Auburn, California gave public comment regarding her concerns of safety at the proposed bike park.

An LaBarre, 407 Maidu Drive, Auburn, California gave public comment regarding the bike park. She disagrees with the Board's vote on the bike park and many issues relating to the bike park need to be addressed.

A resident gave public comment that she just found out about the bike park being built and asked what other locations were considered.

Diana Boyer gave public comment thanking the Board for support of the bike park.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of the October 23, 2017 Minutes of the Meeting of the Board of Directors**
- 5.2 Review of Cash Requirements for September, 2017 (Standing Finance Committee)**
- 5.3 Review of Financials for September, 2017 (Standing Finance Meeting)**
- 5.4 Review of Cash Requirements for October, 2017 (Standing Finance Meeting)**
- 5.5 Review of Financials for October, 2017 (Standing Finance Meeting)**
- 5.6 Policy for Balanced Budget Requirement (Program, Personnel, Policy, Fee & Legal Review Meeting)**
- 5.7 Increase in Minimum Wage (Program, Personnel, Policy, Fee & Legal Review Meeting)**
- 5.8 ARD Personnel Policy Proposed Amendment – Volunteers (Program, Personnel, Policy, Fee & Legal Review Meeting)**

A motion was made by Director Holbrook and seconded by Director Ferris to approve the consent calendar with item 5.8 being pulled for further discussion.

Roll Call Vote

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

4 – 0 Motion carries.

5.8 ARD Personnel Policy Proposed Amendment – Volunteers (Program, Personnel, Policy, Fee & Legal Review Meeting)

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the ARD Personnel Policy Proposed Amendment – Volunteers, and change 200 hours on the policy to 100 hours.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the ARD Personnel Policy Proposed Amendment – Volunteers, and change 200 hours on the policy to 40 hours.

Roll Call Vote

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

2 – 2 – 0 Motion does not carry.

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve the ARD Personnel Policy Proposed Amendment – Volunteers, and change 200 hours on the policy to 100 hours.

Roll Call Vote

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

Director Ainsleigh – Yes

4 – 0 Motion carries.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Amending 2017/2018 Project List (Acquisition & Development Committee)

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve amending the 2017/2018 project list.

Roll Call Vote

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

4 – 0 Motion carries.

8.2 Mid-Year 2017/2018 Budget Revision and Resolution Number 2017-14 (Standing Finance Meeting)

A motion was made by Director Lynch and seconded by Director Holbrook to approve the Mid-Year Budget Revision and adopt Resolution Number 2017-14.

Roll Call Vote

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

4 – 0 Motion carries.

8.3 ARD Large Projects and Future Project Lists; Abandoning the Bell Road Project (Acquisition & Development Committee)

A motion was made by Director Lynch and seconded by Director Ferris to defer this item to the December 2017 Board meeting.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

8.4 Travel, Training, Education and Government Per Diem Reimbursement Policy Amendments (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Ferris and seconded by Director Holbrook to approve the Travel, Training, Education and Government Per Diem Reimbursement Policy Amendments.

Roll Call Vote

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

4 – 0 Motion carries.

8.5 Public Records Act Request Policy (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to approve the Public Records Act Request Policy.

Roll Call Vote

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

4 – 0 Motion carries.

8.6 Purchase of Swimming Pool Heater (Standing Finance Committee)

A motion was made by Director Ainsleigh and seconded by Director Holbrook to approve and adopt Resolution Number 2017-15 authorizing the District Administrator to enter into a contract to replace the pool heater at Marsha Skinner/Sierra Pool.

Roll Call Vote

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

3 – 0 Motion carries.

8.7 Bike Park Site CEQA/NEPA Consultant Expanded Scope of Work and Fee – November, 2017 (Acquisition & Development Committee)

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve the Bike Park Site CEQA/NEPA Consultant Expanded Scope of Work and Fee – November, 2017.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

8.8 ARD’s Employee Merit Increases, Review Policies and Forms

A motion was made by Director Holbrook and seconded by Director Lynch to approve amendments to ARD’s Employee Merit Increases Policy.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

8.9 Claim Against ARD – Broken Windshield

A motion was made by Director Holbrook to deny the claim against ARD. There was no second to the motion, motion died.

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve the claim against ARD.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Operation & Development Plan Update. (Acquisition & Development Committee)
2. County Mitigation Fund, current balance \$276,624.

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.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Thank you letter from Stand Up Placer.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – Closed Session was cancelled.

13.1 Public Employee Performance Evaluation. (Gov. Code, 54954.5, subd. (e), 54957.)

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:40 p.m. by Vice Chairman Gray.

Board Secretary

Date

