

**Auburn Area Recreation and Park District
Minutes
of the Meeting of the Board of Directors
Thursday, July 25, 2013, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA**

Board Members

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

Board Members

Absent: Director Jim Ferris

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Larry Gray, Facilities & Grounds Manager
Debbie Thomas, Youth Services Manager
Sheryl Petersen, Recreation 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 Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Smith and seconded by Director Ainsleigh to approve the agenda with item 9.1, Audit for Fiscal Year 2012 – 2013 being moved to item 6.2.

4 – 0 motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the May 30, 2013 Meeting of the Board of Directors**
- 5.2 Review of Cash Requirements for April, 2013 (Standing Finance Meeting)**
- 5.3 Review of Cash Requirements for May, 2013 (Standing Finance Meeting)**
- 5.4 Review of Cash Requirements for June, 2013 (Standing Finance Meeting)**
- 5.5 Review of Financials for April, 2013 (Standing Finance Meeting)**
- 5.6 Review of Financials for May, 2013 (Standing Finance Meeting)**
- 5.7 Review of Financials for June, 2013 (Standing Finance Meeting)**

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the consent calendar.

Roll Call Vote

2 no votes, 2 yes votes, 1 absent – motion did not carry.

Directors Gray and Smith voted no.

Directors Holbrook and Ainsleigh voted yes.

Director Ferris was absent.

A motion was made by Director Ainsleigh and seconded by Director Smith to approve the consent calendar and move item 5.1, Review and Approval of the May 30, 2013 Minutes of the Meeting of the Board of Directors to item 6.1 for the purpose of Director Smith to abstain on the minutes as he was not present at the May 2013 Board meeting.

Roll Call Vote

4 – 0 motion carries.

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION

Item 6.1 – Item 5.1, Minutes of the May 30, 2013 Meeting of the Board of Directors became item 6.1

A motion was made by Director Holbrook and seconded by Director Gray to approve the Minutes of the May 30, 2013 Meeting of the Board of Directors.

Roll Call Vote

3 – 0 – 1, motion carries.

3 yes votes, Directors Gray, Holbrook and Ainsleigh.

1 abstention – Director Smith.

1 absent – Director Ferris.

Item 6.2 –Item 9.1, Audit for Fiscal Year 2012-2013 became item 6.2

A presentation of the audit for Fiscal Year 2012-2013 was given by David Becker, CPA of James Marta & Company.

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the Audit for Fiscal Year 2012 – 2013.

Roll Call Vote

4 – 0 motion carries.

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.

The Board gave direction to staff to reduce the geese population at Regional Park.

8.0 UNFINISHED BUSINESS

8.1 Resolution Number 2013-06, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2013-14 for the Atwood Ranch III Landscaping and Lighting Assessment District (Acquisition & Development Committee)

A public hearing was held. No public attended.

A motion was made by Director Holbrook and seconded by Director Smith to adopt

Resolution Number 2013-06, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessments for Fiscal Year 2013-14 for the Atwood Ranch III Landscaping and Lighting Assessment District.

Roll Call Vote

4 – 0 motion carries.

8.2 Resolution Number 2013-08 Requesting Collection of Charges on Tax Roll for Tax Year 2013-14 (Acquisition & Development Committee June, 2013)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2013-08 Requesting Collection of Charges on Tax Roll for Tax Year 2013-14.

Roll Call Vote

4 – 0 motion carries.

9.0 NEW BUSINESS

Item 9.1, Audit for Fiscal Year 2013 – 2013 was moved to 6.2.

Item 9.2 became 9.1, Resolution Number 2013-07, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Approving the Transfer of Funds in the Amount of \$100,000 from the General Fund to the Equipment Reserve Fund, \$100,000 from the General Fund to the Future Capital Construction Reserve, and \$25,000 from the General Fund to the ADA Reserve for a Total of \$225,000. (Standing Finance Committee)

A motion was made by Director Ainsleigh and seconded by Director Gray to adopt Resolution Number 2013-07, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Approving the Transfer of Funds in the Amount of \$100,000 from the General Fund to the Equipment Reserve Fund, \$100,000 from the General Fund to the Future Capital Construction Reserve, and \$25,000 from the General Fund to the ADA Reserve for a Total of \$225,000.

Roll Call Vote

4 – 0 motion carries.

Item 9.3 became 9.2, Ashford Park Paving Project

A motion was made by Director Gray and seconded by Director Ainsleigh to adopt Resolution Number 2013-09, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Awarding a Contract for the Ashford Park Paving Renovation Project.

Roll Call Vote

1 – 3 – 0, motion did not carry.

1 yes vote, Director Gray.

3 no votes, Directors Smith, Holbrook and Ainsleigh.

1 absent, Director Ferris.

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2013-09 with the controlled contingency being changed from 10% to 5%.

Roll Call Vote

3 – 1 – 0 motion carries.

3 yes votes, Directors Smith, Holbrook and Ainsleigh.

1 no vote, Director Gray.

1 absent, Director Ferris.

Item 9.4 became 9.3, Sale of Sprint Lease (Standing Finance Committee)

A motion was made by Director Holbrook to approve the offer. Motion was retracted and died for lack of a second.

A motion was made by Director Holbrook and seconded by Director Ainsleigh to reject the current offer and continue negotiations.

Roll Call Vote

4 – 0 motion carries.

Item 9.5 became 9.4, California Special Districts Association 2013 Board Elections

A motion was made by Director Ainsleigh and seconded by Director Holbrook to vote for Gil Albiani.

4 – 0 motion carries.

A motion was made by Director Holbrook and seconded by Director Gray to move item 13.1 to item 9.5 for discussion. Board consensus was given to move this item.

Item 13.1 became 9.5, Correspondence from Nancy Neuberger regarding pickleball courts and response from District Administrator Kahl Muscott.

Nancy Neuberger made public comment that the courts are being used every day and they need more pickleball courts.

A representative for pickleball will attend the August 2013 Acquisition & Development meeting.

The meeting recessed at 7:21 p.m. and reconvened at 7:26 p.m.

10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. PG&E/Placer Land Trust Document Review (Acquisition & Development Committee, see attachment). This item will be reviewed at the August 2013 Acquisition & Development meeting.

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 Member Comments:

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

12.1 Chairman Appointments:

Acquisition & Development Committee	Directors Gray & Ainsleigh
Party in the Park	Directors Holbrook, Ferris & Staff
Program, Personnel, Policy & Fee Committee	Directors Holbrook & Ferris
Finance Committee	Directors Holbrook & Smith
User Group Liaisons	Directors Gray & Ainsleigh
Legal Review Committee	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 District Administrator Kahl Muscott

12.4 Parliamentarian District Administrator Kahl Muscott

13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

1. Correspondence from Nancy Neuberger regarding pickleball courts and response from District Administrator Kahl Muscott. This item was moved to item 9.5 for discussion.

The meeting recessed at 7:21 p.m. and reconvened at 7:26 p.m.

14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS

Discussion of a policy regarding 5% as a project contingency number will be an item on the August, 2013 Program, Personnel, Policy & Fee Meeting Agenda.

Discussion of more pickleball courts will be an item on the August, 2013 Acquisition & Development Meeting Agenda.

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

None.

16.0 CLOSED SESSION – Closed Session began at 8:04 p.m.

OPEN SESSION – Open Session began at 8:10 p.m.

The District Administrator received a satisfactory evaluation.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:11 p.m. by Chairman Gray.

Board Secretary

Date