

**Auburn Area Recreation and Park District
Minutes**

of the Meeting of the Board of Directors

Thursday, January 28, 2010, 6:00 p.m.

Canyon View Community Center

471 Maidu Drive

Auburn, CA

Board Members

Present:

Chairman Jim Gray
Director Jim Ferris
Director Scott Holbrook
Director Gordon Ainsleigh
Director Curt Smith

Board Members

Absent:

None

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Pamela Vann, Landscape Architect
Larry Gray, Interim Facilities & Grounds Operations Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
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 6:26 p.m. by Chairman Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was made by Sports Coordinator Jerry Fisher to Audra Mackay, volunteer coach as volunteer of the month for January 2010.

A presentation was made by Larry Gray, Interim Facilities & Grounds Operations Manager to Facilities & Grounds Crew Leader Larry Goodnough as employee of the month for January 2010.

Doug Houston gave a presentation to the Board on the status of the Proposition 84 Grant.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

5 – 0 Motion carries

4.0 PUBLIC COMMENT - None.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the December 17, 2009 Board of Directors Meeting

5.2 Review of Financials for December 2009 (Standing Finance Committee)

5.3 Review of Cash Requirements for December 2009 (Standing Finance Committee)

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

Roll Call Vote

4 – 1 Motion carries

Director Smith abstained.

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION

None.

7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

Reports were provided to the Board under separate cover.

8.0 UNFINISHED BUSINESS

8.1 Revision/Update of the CIP List (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to approve the revised CIP list with the one change being that the Meadow Vista field reserve expense be decreased and the mitigation expense be increased to the additional funds that the Board was made aware of.

Roll Call Vote

4 – 1 Motion carries

Director Ainsleigh voted no.

9.0 NEW BUSINESS

9.1 Preliminary Budget for Fiscal Year 2010 – 2011 (Standing Finance Committee)

A motion was made by Director Ferris and seconded by Director Smith to approve the Preliminary Budget for Fiscal Year 2010 – 2011.

Roll Call Vote

5 – 0 Motion carries

10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Five Year Budget Projection. (Standing Finance Committee) Information was presented to the Board from Administrative Services Manager Joe Fecko on the Five Year Budget Projection.
2. Discussion of sending a letter regarding District 5 mitigation funds from the ARD Board of Directors to John Ramirez at Placer County Parks. (Standing Finance Committee) There was Board discussion on the draft letter that was presented to the Board for review. A letter to the Board of Supervisors will be re-drafted by Director Holbrook, reviewed by Director Ferris & District Administrator Muscott and sent back as a discussion item to the Board for review at the February 2010 Board meeting.
3. Strategies for City of Auburn Park Fee Increase. (Acquisition & Development Committee) There was Board discussion for the Board members to use this memo as a talking point to the community. ARD needs public backing on this issue. Discussions should take place within the next two months between ARD and City Council members. This issue will eventually be an agenda item on the Auburn City Council's agenda.
4. Discussion of the "ARD Friend of Recreation" award to be given at the State of the Community Dinner. (Program, Personnel, Policy & Fee Committee) There was Board discussion to issue a press release in the Auburn Journal for the community to

make nominations of individuals for the “ARD Friend of Recreation” award.

A recess was taken at 8:00 p.m., the meeting reconvened at 8:04 p.m.

5. Discussion about requiring that ARD vending machines (soda and snack) contain at least 50% healthy food. (Program, Personnel, Policy & Fee Committee) Director Holbrook excused himself from this discussion. There was Board discussion on this item. Director Gray will give District Administrator Muscott information on a new vendor that can provide a vending machine with healthy snacks in it. Director Ainsleigh requested this to be an action item on the February Board agenda for ARD to experiment with having one regular vending machine and one with healthy snacks in it.
6. Discussion of Request for Proposal for Legal Services. (Legal Review Committee) Director Holbrook returned to the meeting for this discussion. The Board reviewed the Request for Legal Services and mailing list of law firms the Request for Proposal for Legal Services will be sent to. Staff will be sending the Request for Proposal for Legal Services out.

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

12.1 Chairman Appointed Standing Committees:

Acquisition & Development Committee	Directors Gray & Holbrook
Party in the Park	Directors Holbrook, Ferris & Staff
Program, Personnel, Policy & Fee Committee	Directors Smith & Holbrook
Finance Committee	Directors Ferris
User Group Liaisons	Directors Gray & Ainsleigh
Boys & Girls Club Liaison	Director Smith
City Council Liaison	Director Smith

Legal Review Committee	Directors Holbrook & Smith
Fee Waiver Committee	Directors Ferris & Smith
Committee for District Administrator's Goals & Assessments	Directors Holbrook & Smith

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

12.3 Media Representative, Sergeant at Arms & Parliamentarian District Administrator Kahl Muscott

13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Correspondence was attached.

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 - None.

16.0 CLOSED SESSION - The Board went into closed session at 8:20 p.m.

16.1 District Administrator's Evaluation

17.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION - Open session began at 8:30 p.m.

No reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:30 p.m. by Chairman Gray.

Board Secretary

Date