

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, October 28, 2021, 6:00 p.m.**

Board Members

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

**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 Services Manager
Amy Oddo, 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 6:03 p.m. by Chairman Ainsleigh.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was given from Administrative Services Manager Veona Galbraith to Account Clerk II, Diane Shaw as employee of the month for October, 2021.

A slide presentation was given by District Administrator Kahl Muscott regarding Executive Assistant Pat Larson's retirement.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Holbrook and seconded by Director Gray to approve the agenda as written.

Roll Call Vote

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

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Director Jim Ferris gave public comment as a member of the public thanking Jesse Williams and Manouch Shirvanioun for their efforts at a celebration of life event of a friend of Jim Ferris' at the Ashley Memorial Dog Park on October 23, 2021. The event turned out well and everything went very smoothly.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from September 28, 2021**
- 5.2 Review of Cash Requirements for September, 2021 (Standing Finance Committee)**
- 5.3 Review of Financials for September, 2021 (Standing Finance Committee)**
- 5.4 District Policy Proposed Amendment – Smoking and Vaping (Program, Personnel, Policy, Fee & Legal Review Committee)**

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

Roll Call Vote

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

5 – 0 Motion carries.

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

None.

8.0 NEW BUSINESS

8.1 Resolution Number 2021-20, Meadow Vista Park Path Repairs & Parking Lot Sealcoat Project – Award of Contract (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Gray to adopt Resolution Number 2021-20, a resolution awarding a contract for the Meadow Vista Park Path Repairs & Parking Lot Sealcoat Project to Baldoni Construction.

Roll Call Vote

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

5 – 0 Motion carries.

8.2 Resolution Number 2021-22: Purchase of a new Dump Truck (Standing Finance Committee)

A motion was made by Director Ferris and seconded by Director Lynch to postpone this item to the November, 2021 Board meeting with more input by the Board Members regarding the purchase of a new dump truck.

No vote was taken, an amendment was made.

The motion was amended by Director Ferris and seconded by Director Lynch to postpone this item to the December, 2021 Board meeting with more input by the Board Members given to District Administrator Kahl Muscott and Facilities & Grounds Manager Jesse Williams regarding the purchase of a new dump truck.

Roll Call Vote

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

2 - 3 Motion failed.

A motion was made by Director Ainsleigh and seconded by Director Lynch to postpone this item to the November, 2021 Board meeting with more input by the Board Members given to District Administrator Kahl Muscott and Facilities & Grounds Manager Jesse Williams.

Roll Call Vote

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

2 - 3 Motion failed.

A motion was made by Director Gray and seconded by Director Ainsleigh to adopt Resolution Number 2021-22: Purchase of a new Dump Truck.

Roll Call Vote

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

3 – 2 Motion carries

A motion to re-consider the previous motion was made by Director Ferris and seconded by Director Ainsleigh was made because Director Ferris did not understand the previous motion and voted incorrectly.

Roll Call Vote

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

3 – 2 Motion carries

A motion was made by Director Gray and seconded by Director Ainsleigh to adopt Resolution Number 2021-22: Purchase of a new Dump Truck.

Roll Call Vote

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

2 – 3 Motion failed.

A motion was made by Director Holbrook and seconded by Director Ainsleigh to postpone this item to the November, 2021 Board Meeting with more Board Member input to be given to District Administrator Kahl Muscott and Facilities & Grounds Manager Jesse Williams.

Roll Call Vote

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

4 – 1 Motion carries.

8.3 Amending 2021/2022 Project List and CIP (Acquisition & Development Committee)

A motion was made by Director Holbrook and Seconded by Director Gray to amend the existing 2021/2022 Project List and Capital Improvement Project List (CIP) to coincide with the FY 2021/2022 Budget Revision.

Roll Call Vote

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

5 – 0 Motion carries.

8.4 Resolution Number 2021-21: Mid-Year Budget Revision for Fiscal Year 2021/2022 (Standing Finance Committee)

A motion was made by Director Gray and seconded by Director Holbrook to adopt Resolution Number 2021-21 approving the Mid-Year 2021/2022 revised budget.

Roll Call Vote

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

3 – 1 – 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

Director Holbrook left the meeting at 7:43 p.m. and returned at 7:48 p.m.

1. Information item – Removal of Regional Park Dry Creek Porta Potties. (Acquisition & Development Committee) The Board discussed this item with mixed opinions. Director Holbrook doesn't agree to take them out. Director Lynch wants staff to research an alternative kind of restroom and give the Board a cost estimate. Director Ferris would like signs put up saying the restrooms are temporarily closed if we do take them out. The Board would like Staff to come up with some ideas for a solution to this problem.
2. Schedule of Committee and Board meetings for November and December, 2021. The Board reviewed this item, the meetings will be scheduled.
3. 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.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – the Board went into closed session at 7:51 p.m.

13.1 Public Employee Performance Evaluation (Gov Code 54954.5, subd. (e), 54947.)

**14.0 OPEN SESSION - REPORT/ACTION ON OR ABOUT CLOSED SESSION –
Open Session began at 8:03 p.m.**

There was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:03 p.m. by Chairman Ainsleigh.

Cathy Warford
Board Secretary

10/18/2021
Date