

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, March 28, 2019, 6:00 p.m., Canyon View Community Center
471 Maidu Drive, Auburn, CA**

Board Members

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

Board Members

Absent: Director Jim Gray

Staff Present:

Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Jesse Williams, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Debbie Thomas, Youth Services Manager
Mike Scheele, Landscape Architect/Project 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 Ferris.

(PLEDGE TO THE FLAG)

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ferris and seconded by Director Lynch to approve the agenda as written with item 8.1 being moved to after item 4.0.

Roll Call Vote

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

3 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

Director Ainsleigh arrived at 6:05 p.m.

Item 8.1 – Fiscal Year 2019/2020 Project List and Five-Year Plan Update was moved to after item 4.0

Public Comment: Will Taylor from Placer Independent Resource Services gave public comment giving his agency’s support for the wheelchair swing.

A motion was made by Director Holbrook and seconded by Director Lynch to begin preliminary work and provide appropriate environmental analysis of the projects on the proposed FY 18/19 Project List, and approve the Five-Year Plan Update.

Roll Call Vote

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

4 – 0 Motion carries.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the Meeting of the Board of Directors from February 28, 2019

5.2 Review of Cash Requirements for February, 2019 (Standing Finance Committee)

5.3 Review of Financials for February, 2019 (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the Consent Calendar.

Roll Call Vote

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

4 – 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

7.1 PUBLIC HEARING: Amending ARD Ordinance #1: Prohibited Presence in Parks; Trash and Littering; Fires and BBQ Grills – FINAL READING (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve amending ARD Ordinance #1 to clarify what activities are prohibited in parks after dusk, to strengthen rules on littering and the use of ARD trash receptacles and to clarify what sort of fuels can be used in ARD BBQ grills.

Roll Call Vote

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

4 – 0 Motion carries.

7.2 PUBLIC HEARING: Proposed Fee Increases: Facility and Field Rentals; Public Swim

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the proposed fee increases for facility and public swim rentals excluding the increase for field rentals for Fiscal Year 2019/2020.

Roll Call Vote

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

4 – 0 Motion carries.

8.0 NEW BUSINESS

Item 8.1 was moved to after item 4.0.

8.2 Annual Update of Obsolescence List (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Lynch to approve the annual update of the Obsolescence List.

Roll Call Vote

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

4 – 0 Motion carries.

8.3 PUBLIC HEARING: Resolution Number 2019-05: Final Budget for Fiscal Year 2019-2020 (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ainsleigh to adopt Resolution Number 2019-05, Final Budget for Fiscal Year 2019-2020.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

8.4 Resolution Number 2019-06, Contract Approval for Regional Park Irrigation Pump Project (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to adopt Resolution Number 2019-06, a resolution approving a contract with BWD General Engineering Contractors in the amount of \$113,300.00 to install the Regional Park Irrigation Pump Project.

Roll Call Vote

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

4 – 0 Motion carries.

8.5 Resolution Number 2019-07: Contract Approval for ARD Bike Park Wooden Ramps and Wall

A motion was made by Director Holbrook and seconded by Director Ferris to adopt Resolution Number 2019-07, a resolution approving a contract with Progressive Bike Ramps for the purchase and installation of (6) wooden kicker ramps and (1) slant wall for the total of \$49,074.84.

Roll Call Vote

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

4 – 0 Motion carries.

8.6 ARD Legal Counsel, 2019 (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Ferris and seconded by Director Lynch to stay with ARD's current legal counsel.

Roll Call Vote

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

2 – 1 – 1 – 0 Motion did not carry.

A second motion was made by Director Ainsleigh and seconded by Director Holbrook to send out a Request for Proposal for legal counsel.

Roll Call Vote

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

1 – 2 – 1 – 0 Motion did not carry.

8.7 Amending ARD’s Personnel Policy of the Employment of Relatives

A motion was made by Director Ainsleigh and seconded by Director Holbrook to approve its personnel policy regarding the employment of relatives.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Regional Park 24 acres and Proposition 68 Grant Opportunities – (Acquisition & Development Committee) update. This item was reviewed and discussed by the Board of Directors.
2. County Mitigation Fund, current balance \$487,738.

10.0 BRIEF TANNOUNCEMENTS 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 – Closed session was cancelled.

The Board gave unanimous consensus for Director Holbrook to set up the evaluation for District Administrator Kahl Muscott.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:05 p.m. by Chairman Ferris.

Board Secretary

Date