

**Auburn Area Recreation and Park District  
Minutes of the Meeting of the Board of Directors & Friends  
of the Auburn Area Recreation & Parks, Inc. 501 c 3 Meeting**

Thursday, July 30, 2015, 6:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA

**Board Members**

**Present:** Chairman Scott Holbrook  
Director Jim Ferris  
Director Jim Gray  
Director Ainsleigh  
Director Lynch

**Board Members**

**Absent:** None

**Staff Present:**

Kahl Muscott, District Administrator  
Joe Fecko, Administrative Services Manager  
Larry Gray, Facilities & Grounds Manager  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Debbie Thomas, Youth Services Manager  
Pamela Vann, 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 Holbrook.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A slide presentation from the Ain't Necessarily Dead Fest was given.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

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

**Roll Call Vote**

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

5 – 0 Motion carries.

#### **4.0 PUBLIC COMMENT**

Monique Margot, an Auburn resident gave public comment regarding a board member and the board looking into term limits.

#### **5.0 CONSENT ITEMS**

**5.1 Review and Approval of the June 22, 2015 Auburn Area Recreation & Park District Minutes of the Special Meeting of the Board of Directors and June 25, 2015 Meeting of the Board of Directors**

**5.2 Review of Cash Requirements for June, 2015 (Standing Finance Committee)**

**5.3 Review of Financials for June, 2015 (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Gray to approve the consent calendar.

##### **Roll Call Vote**

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

5 – 0 Motion carries.

#### **6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

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

#### **7.0 UNFINISHED BUSINESS**

**7.1 Audit for 2014 – 2015 (Standing Finance Committee)**

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the audit for 2014 – 2015.

##### **Roll Call Vote**

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

5 – 0 Motion carries.

**7.2 Recreation Park Bocce Ball Courts**

A motion was made by Director Ainsleigh and seconded by Director Holbrook to adopt Resolution Number 2015-10 approving a construction contract for \$94,519.28 from TJR Resources for the construction of bocce ball courts at Recreation Park and approve a 5% contingency for this project of \$4,725.96.

**Roll Call Vote**

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

5 – 0 Motion carries.

**7.3 Amendment of ARD Employee Medical Benefits Amounts (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Gray to amend the ARD employee medical benefits amounts.

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.0 NEW BUSINESS**

**8.1 Quarterly Meeting of the Friends of Auburn Area Recreation & Parks, Inc. Review of 501 c (3) Financials**

The Board reviewed the 501 c (3) balance sheet and profit & loss statement.

**8.2 Memorial for Curt Smith (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Holbrook and seconded by Director Gray to name the new Railhead Park playground the “Curtis E. Smith Memorial Playground.”

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.3 Obsolescence List (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the 2015/2016 funding for replacement equipment, funded from the equipment reserve.

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.4 Resolution Number 2015-09, Funding Reserves and Board Resolution for Transfer of Same (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Ainsleigh to adopt Resolution Number 2015-09, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Approving the Transfer of Funds in the Amount of \$50,000 from the General Fund to the Equipment Reserve Fund, \$175,000 from the General Fund to the Future Capital Construction Reserve and \$5,000 from the General Fund to the ADA Reserve.

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.5 California Special Districts Association 2015 Board Elections**

A motion was made by Director Holbrook and seconded by Director Ainsleigh to nominate Noelle Mattock to the CSDA Board of Directors.

**Roll Call Vote**

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

5 – 0 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Discussion of County Mitigation Funds.
2. Discussion of Board member photographs & shirts.

**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 7:28 p.m.**

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

**Title: District Administrator**

**14.0 OPEN SESSION – OPEN SESSION BEGAN AT 7:41 P.M. - REPORT/ACTION ON OR ABOUT CLOSED SESSION**

No reportable action.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:42 p.m. by Chairman Holbrook.

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Board Secretary

\_\_\_\_\_  
Date