

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, December 17, 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
Sheryl Petersen, Recreation Services Manager
Patricia Larson, Recording Secretary

FLAG PRESENTATION BY BSA RROOP 19 FLAG SALUTE (Pledge to the Flag)

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 presentation of a plaque was made by District Administrator Kahl Muscott to outgoing Chairman Scott Holbrook

A year-end of the Auburn Recreation District programs and events slide presentation was given by District Administrator Kahl Muscott.

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

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

Director Holbrook – Yes

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

5.1 Review and Approval of the November 19, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors

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

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

5.4 Amended Minutes from March 26, 2015 Board of Directors Meeting

5.5 Purchase of New F350 Ford Truck (Standing Finance Meeting)

5.6 Pay-Off Lease for John Deere Mower (Standing Finance Meeting)

5.7 Review and Acceptance of Bocce Ball Courts at Recreation Park (Acquisition & Development Committee)

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the consent calendar with item 5.1 being moved for discussion.

Roll Call Vote

Director Ferris – Yes

Director Gray – Yes

Director Ainsleigh – Yes

Director Lynch – Yes

Director Holbrook - Yes

5 – 0 Motion carries.

Item 51., Review and Approval of the November 19, 2015 Minutes of the Board of Directors became item 5.8 for discussion.

5.8 Review and Approval of the November 19, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors

It was discussed that how the minutes are written will be discussed at the January 2016 Program, Personnel, Policy & Fee Committee meeting.

A motion was made by Director Lynch and seconded by Director Ferris to approve the November 19, 2015 Minutes of the Board of Directors.

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

4 – 1 Motion carries.

A roll call vote was not taken.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Election of Officers and Consider Committee Meeting Assignments

Director Holbrook nominated Director Ferris as Chairman. The Board elected Director Ferris as Chairman.

Director Ferris nominated Director Lynch as Vice Chairman. The Board elected Director Lynch as Vice Chairman.

Chairman Ferris announced that the committee meeting assignments will remain the same.

8.2 Bike Park Site CEQA/NEPA Consultant Expanded Scope of Work and Fee (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Gray to approve the Bike Park Site CEQA/NEPA Consultant expanded scope of work and subsequent fee increase from Dudek for professional services that are beyond the current contract for the proposed Auburn Bike Park.

Roll Call Vote

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

3 – 2 Motion carries.

8.3 Resolution Number 2015-19; ARD Records Retention Policy and Schedule (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Lynch to approve Resolution Number 2015-19 adopting a records retention schedule and update the District policy on records retention.

Roll Call Vote

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

4 – 1 Motion carries.

8.4 Letter to California State Parks Re: ASRA (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to approve the letter to California State Parks Re: ASRA.

Roll Call Vote

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

5 – 0 Motion carries.

8.5 Placer County Local Agency Formation Commission (LAFCO) Alternate Special District Representative Voting Ballot

A motion was made by Director Holbrook and seconded by Director Ferris to vote for Director Lynch on the LAFCO alternate Special District Representative voting ballot.

Roll Call Vote

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

4 – 0 – 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Discussion item: Conceptual Plan for 24 acres at Regional Park. (Acquisition & Development Committee). The Board reviewed the conceptual plan for the 24 acres at Regional Park.
2. County Mitigation Fund, current balance \$255,141.

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 7:33 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 7:35 p.m., there was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:35 p.m. by Chairman Ferris.

Board Secretary

Date

