

**Auburn Area Recreation and Park District
Minutes
of the Special Meeting of the Board of Directors
Monday, June 22, 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 Gordon Ainsleigh

Board Members

Absent: None

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Patricia Larson, Recording Secretary

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:02 p.m. by Chairman Holbrook.

2.0 PUBLIC COMMENT

None.

3.0 Interview of Candidates for Board Vacancy

The Auburn Area Recreation & Park District Board of Directors interviewed Monique Margot, Bud Rietjens, Lisa Kodl, Mike Lynch, Mark Smith and Ronald Krumbach for the board vacancy. An appointment to fill the vacancy by the Board will be made at the June 25, 2015 Board of Directors meeting.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:04 p.m.

Board Secretary

Date

**Auburn Area Recreation and Park District
Minutes**

of the Meeting of the Board of Directors

Thursday, June 25, 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 Gordon Ainsleigh

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

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

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ferris and seconded by Director Gray to approve the agenda as written with item 8.1 being moved to 7.2.

Director Ainsleigh – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – Yes

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

5.1 Review and Approval of the May 28, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors

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

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

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

Roll Call Vote

Director Ainsleigh – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – Yes

4 – 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 Appointment of a New Director to Fill the ARD Board Vacancy

A motion was made by Director Holbrook and seconded by Director Ferris to nominate Mike Lynch to fill the ARD Board vacancy.

Roll Call Vote

Director Ainsleigh – Yes

Director Ferris – Yes

Director Gray – Yes

Director Holbrook – No

3 – 1 Motion carries.

Director Lynch was administered the Oath of Office by District Administrator Kahl Muscott.

7.2 Item 8.1, Re-Organization of Job Descriptions became item 7.2 (May, 2015 Program, Personnel, Policy, Fee & Legal Review)

A motion was made by Director Ainsleigh and seconded by Director Ferris to approve the re-organization of Facilities & Grounds job descriptions, eliminating certain job descriptions, and creating new job descriptions.

Roll Call Vote

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

5 – 0 Motion carries.

7.3 Resolution Number 2015-07, A Resolution to Indemnify Placer County for Collection of Atwood III Assessments (Acquisition & Development Committee)

A motion was made by Director Ainsleigh and seconded by Director Lynch to adopt Resolution Number 2015-07, A Resolution to Indemnify Placer County for Collection of Atwood III Assessments.

Roll Call Vote

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

5 – 0 Motion carries.

7.4 Resolution Number 2015-08, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2015-2016 for the Atwood Ranch III Landscaping & Lighting Assessment District (Acquisition & Development Committee)

A public hearing was held, there was no public comment.

A motion was made by Director Holbrook and seconded by Director Gray to adopt Resolution 2015-08, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2015-2016 for the Atwood Ranch III Landscaping & Lighting Assessment District.

Roll Call Vote

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

5 – 0 Motion carries.

7.5 Re-Naming Recreation and/or Regional Parks (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Gray not to change the names of Recreation and Regional Parks.

Roll Call Vote

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

2 – 2 – 1 Motion did not pass.

A second motion was made by Director Holbrook and seconded by Director Ainsleigh to change the names of Recreation and Regional Parks.

Roll Call Vote

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

2 – 2 – 1 Motion did not pass.

8.0 NEW BUSINESS

Item 8.1, Re-Organization of Job Descriptions was moved and became item 7.2.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Multigenerational Community Center - information was provided.
2. Energy Efficiency Upgrades – information was provided.
3. Placer County Local Agency Formation Commission Preliminary Budget for Fiscal Year 2015 – 2016.- information was provided

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

Correspondence was attached in the packet.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – the Board went into Closed Session at 7:10 p.m.

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

Title: District Administrator

14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

Open Session began at 7:30 p.m.

The District Administrator received a satisfactory evaluation.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:31 p.m.

Board Secretary

Date