

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, December 15, 2022 6:00 PM**

Board Members Present: Chairperson Mike Lynch
Vice-Chairperson Jim Gray
Director H. Gordon Ainsleigh
Director Scott Holbrook

Board Members Absent: None

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Caleb Porter, Youth Services Manager
Mike Scheele, Landscape Architect/Project Manager
Jesse Williams, Facilities & Grounds Manager
Cathy Warford, Recording Secretary

Staff Excused: Mark Brunner, Recreation Services Manager
Manouch Shirvanioun, Customer Service/Marketing Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:00 PM by Chairperson Lynch.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was given from Facility and Grounds Manager, Jesse Williams, to Facility and grounds Park Worker, Jonathan Laymon, as employee of the month for December, 2022.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ainsleigh and seconded by Chairperson Lynch to move 8.3 after Public Comment.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

Ken Piscitelli gave a public comment to Board and ARD staff. He wanted to mention that he feels strongly that when the work is put out for bid it should be done by the middle of

April with a closing date for the bids to be the middle of May 2023. The work must be completed within 45 working days after the work has been awarded.

He also noted that the trees between the Tennis Court and 4 Pickleball Courts in Meadow Vista have issue with pine needles.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from November, 2022**
- 5.2 Review of Cash Requirements for November, 2022 (Standing Finance Committee)**
- 5.3 Review of Financials for October, 2022 (Standing Finance Committee)**
- 5.4 Resolution 2022-26: Transfer of Equipment Reserve Fund (Standing Finance Committee)**
- 5.5 Increase in Minimum Wage (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Chairperson Lynch to approve the Consent Calendar as written.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

4 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Board reports were provided to the Board under separate cover.

7.0 UNFINISHED BUSINESS

7.1 ARD Marriott Meadows Park Prop. 68 Grant Obligation-Conservation Corps Brush Clearing Work. Award of Contract and Finding of Competitive Bidding Exception

A motion was made by Director Holbrook and seconded by Director Gray to approve the ARD Marriott Meadows Park Prop. 68 Grant Obligation-Conservation Corps Brush Clearing Work and a finding of Competitive Bidding exception.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes

Director Holbrook – Yes
Chairperson Lynch – Yes

4 – 0 Motion carries.

8.0 NEW BUSINESS

8.1 ARD Board Vacancy

A motion was made by Director Holbrook and seconded by Director Gray to approve Option 2 which a new board member will be appointed by the Board.

Roll Call Vote

Director Ainsleigh – Abstain
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 - 1 Motion carries.

8.2 Resolution #2022-27: Partial Fee Acquisition and Temporary Construction Easement at Regional Park

A motion was made by Director Ainsleigh and seconded by Chairperson Lynch to approve Resolution #2022-27: Partial Fee Acquisition and Temporary Construction Easement at Regional Park.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

4 – 0 Motion carries.

8.3 Fee Waiver Policy Review

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the changes to the Fee Waiver Policy.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

4 – 0 Motion carries.

8.4 Amending 2022/2023 Project List and CIP

A motion was made by Director Holbrook and seconded by Vice-Chairperson Gray to approve amending the 2022/2023 Project List and CIP.

Roll Call Vote

Director Ainsleigh – Abstain
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 - 1 Motion passed.

8.5 Election of ARD Chairperson and Vice-Chairperson

A plaque was given from the District Administrator, Kahl Muscott, to outgoing Chairman Mike Lynch.

A motion was made by Director Lynch to nominate Direct Jim Gray as Chairperson.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

4 – 0 Motion passed.

A motion was made by Director Lynch to nominate Director Scott Holbrook as Vice-Chairperson.

Roll Call Vote

Director Ainsleigh – Abstain
Vice-Chairperson Gray – Yes
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 - 1 Motion passed.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 9.1 County Mitigation Fund, current balance \$113,375.
- 9.2 CEPPT Investment Report – item was discussed.
- 9.3 Placer County Investment Report – item was discussed.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

None.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION

None.

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

None.

ADJOURNMENT

The meeting was adjourned at 6:57 PM.

Cathy Warford
Board Secretary

12/21/2022
Date