

**AUBURN AREA RECREATION AND PARK DISTRICT MEETING OF THE
PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE
AGENDA**

WEDNESDAY, SEPTEMBER 20, 2017, AT 2:00 PM

**CANYON VIEW COMMUNITY CENTER
471 MAIDU DRIVE, AUBURN, CA 95603**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603.

1.0 CALL TO ORDER

Holbrook _____ Lynch _____

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

3.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.

4.0 BUSINESS

4.1 Approval of Minutes from the August 23, 2017 Program, Personnel, Policy, Fee & Legal Review Committee Meeting

Recommendation: Review and approve minutes.

4.2 ARD's Employee Merit Increases, Review Policies and Forms

Shall the Auburn Area Recreation and Park District (ARD) amend its policies regarding employee reviews and merit increases?

4.3 Approval of Legal Bills

Recommendation: Review and approve legal bills from August, 2017.

Discussion Items:

1. Travel and Government Per Diem Reimbursement Policy Review.
2. Balanced Budget.
3. Reviewing ARD's new hire paperwork packets.

5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM, PERSONNEL, POLICY & FEE COMMITTEE MEETINGS

5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

- Quote from SDRMA
- Review the District Transparency Checklist.
- Copy of the CSDA Sample Policy Handbook
- Review investment policy

ADJOURNMENT

AUBURN AREA RECREATION AND PARK DISTRICT
This agenda is hereby certified to have been posted as follows:

Date

Time

Secretary to the Board