

**AUBURN AREA RECREATION AND PARK DISTRICT MEETING OF THE  
PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE AGENDA**  
**WEDNESDAY, NOVEMBER 10, 2021, 1:00 PM**  
**CANYON VIEW COMMUNITY CENTER, FOOTHILL ROOM**  
**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 by contacting the District Administrator at [kmuscott@auburnrec.com](mailto:kmuscott@auburnrec.com) or by calling (530) 537-2186 (M-F).

Due to the current COVID-19 crisis, the public will not be allowed to physically attend the meeting. The public may participate in the meeting through Zoom. The link for this meeting is <https://us06web.zoom.us/j/89755695374>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 897 5569 5374 to participate.

People using the Zoom website will be able to see and hear the Committee, and the Committee will be able to hear the public. The Committee will not receive any visual/video from the public. This is done to avoid inappropriate visual content at the meeting.

Questions and comments can be sent via email to the District Administrator no later than one hour before the meeting. These emails will be read aloud at the meeting and responded to accordingly. Emails can be sent during the meeting, and staff will work to ensure that all are read, however the best way to have your comment heard is through the Zoom meeting or the associated phone number.

If you are a person with a disability and need an accommodation to participate in the District's programs, services, activities and meetings, contact Kahl Muscott at (530) 537-2186 or [kmuscott@auburnrec.com](mailto:kmuscott@auburnrec.com) at least 48 hours in advance to request an auxiliary aid or accommodation.

**1.0 CALL TO ORDER**

Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_

**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 October 20, 2021 Program, Personnel, Policy, Fee & Legal Review Committee Meeting (Pages 3 – 4)**

**Recommendation:** Review and approve minutes.

**4.2. ARD's Medical Family Benefit Policy Update (Pages 5)**

Shall the Personnel, Policy, Fee & Legal Review Committee recommend approving changes to Personnel Policy for an annual 50/50 adjustment based on new premiums in District benefits for the CalPERS medical coverage for employees?

**4.3 Approval of Legal Bills.**

**4.4 Discussion item:**

None.

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

None.

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNMENT**

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

11/05/2021  
Date

12:50 p m  
Time

Cathy Warford  
Secretary to the Board

**Auburn Area Recreation and Park District  
Minutes  
of the Program, Personnel, Policy, Fee & Legal Review Committee Meeting  
Wednesday, October 20, 2021 at 1:00 PM  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA 95603**

**1.0 CALL TO ORDER**

The meeting of the Program, Personnel, Policy, Fee & Legal Review Committee was called to order at 1:09 p.m.

**ROLL CALL**

Director Ainsleigh was present, Director Holbrook was absent.

**2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

The agenda was approved by Director Ainsleigh.

**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. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limit of three minutes.**

None.

**4.0 BUSINESS**

**4.1 Approval of Minutes from the September 22, 2021 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

The minutes from the September 22, 2021 Program, Personnel, Policy, Fee & Legal Review Committee meeting were reviewed and approved by Director Ainsleigh.

**4.2 District Policy Proposed Amendment - Smoking and Vaping**

Director Ainsleigh reviewed the District Policy Proposed Amendment – Smoking and Vaping and forwarded it to to the consent calendar for review and approval.

**4.3 Approval of Legal Bills – There were no legal bills.**

**4.4 Discussion Item:**

1. Proposed Board and Committee Meeting Schedule for November and December, 2021. The schedule was approved with the Program, Personnel, Policy, Fee & Legal Review Committee meeting being scheduled for November 10<sup>th</sup> at 1:00 p.m. and December 8<sup>th</sup> at 1:00 p.m.

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

None.

**6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**ADJOURNED**

As there was no further business, the meeting was adjourned at 1:13 p.m.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

## Item 4.2. Cover Sheet for ARD's Medical Family Benefit Policy Update

Auburn Area Recreation and Park District Program, Personnel, Policy, Fee & Legal Review Committee Meeting, November, 2021.

**The Issue:** Shall the Personnel, Policy, Fee & Legal Review Committee recommend approving changes to Personnel Policy for an annual 50/50 adjustment based on new premiums in District benefits for the CalPERS medical coverage for employees?

**Background:** The Board of Directors approved an updated policy regarding medical coverage in November 2020, allowing for an annual 50/50 adjustment to the District's maximum premium contributions for those employees hired before February 1, 2020.

As of January 1, 2022 the insurance will increase by 5%.

Single Employee increased by \$43.42

Employee + One increased by \$86.84

Family increased by \$112.90

The amended policy will read as follows:

*For Non-represented employees, the District shall adjust ARD's contribution annually, sharing the increase or decrease with the employees 50/50. The District shall contribute the following maximum premium amounts toward any plan chosen by an employee.*

~~\$653~~ \$675 for a single employee

~~\$1,259~~ \$1,303 for an employee and dependent

~~\$1,659~~ \$1,716 for a family plan

\$605 for a part time employee, until the premium reaches 75% of the current maximum for a single employee.

**Recommendation:** Staff recommends updating the District contribution limits based on the Health Benefit policy for those employees hired prior to February 1, 2020.

**Fiscal Impact:** The fiscal impact for 2021/2022 is \$711 based on the employees that we have enrolled for January 2022, which is within the budgeted benefit expense assumption. The estimated fiscal impact for 2022/2023 is \$2,844.