

**Auburn Area Recreation and Park District
Minutes
of the Program, Personnel, Policy & Fee Committee Meeting
Monday, May 15, 2006, 4:15 p.m.
Canyon View Community Center, Board Room
471 Maidu Drive
Auburn, CA 95603**

1.0 CALL TO ORDER

The meeting of the Program, Personnel, Policy & Fee Committee was called to order at 4:32 p.m. by Director Holbrook.

ROLL CALL

Directors Holbrook and Carroll were present.

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

The agenda was approved by Directors Holbrook and Carroll.

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 April 18, 2006 Program, Personnel, Policy & Fee Committee Meeting

Directors Holbrook and Carroll approved the minutes of the April 18, 2006 Program, Personnel, Policy & Fee Committee meeting.

4.2 & 4.3

ARD Policy for Sick Leave Buyouts & Item 4.3 Sick Leave

These two items were discussed together. A proposal to revise the policies will be prepared within the next 60 days and brought back to the Program, Personnel, Policy & Fee meeting for review. This proposal will also be reviewed by the Standing Finance committee.

4.4 Policy on Contingency Appropriation for Budget

A policy for Contingency Appropriation for Budget was reviewed and approved and forwarded to the Board of Directors for review and approval. This

contingency fund shall be one to two percent of the budgeted General Fund expenses for the fiscal year.

4.5 Facilities & Grounds Manager of Operations

The revised job description for Facilities & Grounds Manager of Operations was reviewed and approved by the Program, Personnel, Policy & Fee committee and forwarded to the Board of Directors for review and approval.

4.6 Facilities & Grounds Project Manager

The revised job description for Facilities & Grounds Project Manager was reviewed and approved by the Program, Personnel, Policy & Fee committee and forwarded to the Board of Directors for review and approval.

4.7 Meadow Vista Pool Proposal

The Meadow Vista Pool Proposal was reviewed and approved by the Program, Personnel, Policy & Fee committee and forwarded to the Board of Directors for review and approval.

5.0 Discussion Items:

1. Volunteer of the month award – this award will be called Friend of ARD Award and nominations can be taken to the Program, Personnel, Policy & Fee meeting every month.
2. Inclusion of items on committee agendas – this item will be taken to the Board of Directors for action.

ADJOURNED

As there was no further business, the meeting was adjourned at 5:35 p.m. by Director Holbrook.

Board Secretary

Date