

**Auburn Area Recreation and Park District
Minutes of the Program, Personnel, Policy, Fee & Legal
Review Committee Meeting
Wednesday, June 21, 2023 at 12:30 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 12:36 PM

ROLL CALL

Director Holbrook was present. Director Ainsleigh was late.

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made to move 4.5 Fee Waivers Policy Amendment – 501 c3 Designation to after 4.1 Approval of the Minutes.

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 May, 2023 Program, Personnel, Policy, Fee & Legal Review Committee Meeting

The Committee reviewed and approved the minutes from May 17, 2023, Program, Personnel, Policy, Fee & Legal Review Committee.

4.2 Approval of Legal Bills

The Committee approved the Legal Bill.

4.3 District Policy Proposed Amendment – Purchasing Limits

The Committee recommended to the Board to update the Purchasing Limit for the Facilities and Grounds Manager to \$20,000 maximum monthly amount and up to \$7,500 per purchase. Director Holbrook would like to see more information on Facilities and Grounds purchases should staff like to further increase the amounts.

4.4 Salary Survey

The Committee had a split recommended to the Board. Director Holbrook would like to leave the pay scales as they are. Director Ainsleigh recommend option #2 but remove the Sports Coordinator.

4.5 Fee Waiver Policy Amendment – 501 c3 Designations.

The Committee sent a positive recommendation to the Board to modify the current policy on fee waivers, requiring that fee waiver only be granted to organization with 501 c3 designation.

Discussion items:

None.

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 12:54 PM.

Cathy Wayford
Board Secretary

June 29, 2023
Date