

**Auburn Area Recreation and Park District  
Minutes  
of the Meeting of the Board of Directors  
Thursday, November 19, 2009, 6:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA**

**Board Members**

**Present:** Chairman Curt Smith  
Director Jim Gray  
Director Gordon Ainsleigh  
Director Scott Holbrook  
Director Jim Ferris

**Board Members**

**Absent:** None

**Staff Present:**

Kahl Muscott, District Administrator  
Joe Fecko, Administrative Services Manager  
Pamela Vann, Landscape Architect  
Larry Gray, Facilities & Grounds Supervisor  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Sheryl Petersen, Recreation Services Manager  
Debbie Thomas, Youth Services Manager  
Patricia Larson, Recording Secretary

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 6:03 p.m. by Chairman Smith.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Tricia Ruff, Program Leader, was presented with employee of the month for November 2009 from Youth Services Manager Debbie Thomas & District Administrator Kahl Muscott.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Holbrook and seconded by Director Gray to approve the agenda as written.

**Roll Call Vote**

4 – 1 Motion carries

Director Ferris abstained

**4.0 PUBLIC COMMENT - None.**

**5.0 CONSENT ITEMS**

**5.1 Review and Approval of Minutes of the October 29, 2009 Board of Directors Meeting**

A motion was made by Director Ferris and seconded by Director Holbrook to approve the consent calendar.

**Roll Call Vote**

4 – 1 Motion carries

Director Gray abstained

**6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

None.

**7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

Reports were provided to the Board under separate cover.

**8.0 UNFINISHED BUSINESS**

None.

**9.0 NEW BUSINESS**

**9.1 Board Procedures and Responsibilities Manual Changes to Section III Budget and Section IV Board Procedures and Conduct of Board Meetings – Subsection 42 - Agendas**

There was Board consensus to split this item into two parts, this item became item 9.1 A and 9.1 B.

**9.1 A.** A motion was made by Director Holbrook and seconded by Director Ferris to approve Section III Responsibilities and Duties of the Board - Budget; that section which reads in part: “... no later than the September” meeting of the corresponding budget year be changed to read in part: “... no later than the June” meeting of the corresponding budget year.

**Roll Call Vote**

5 – 0 Motion carries

**9.1 B.** A motion was made by Director Holbrook and seconded by Director Smith to approve Section IV Board Procedures and Conduct of Board meetings Subsection 42 Agenda – Preparation to be changed to read:

“1. Once an “agenda item” has been voted on at a Board meeting, it shall not come back to the Board or a committee for six months unless a majority of Board members request that the item be revisited.”

Paragraph “2” is added as follows:

“2. Once a “discussion item” has been considered twice in a six month period at a Board meeting, it shall not come back to the Board or a committee as a “discussion item” for six months from its last consideration unless a majority of Board members request that the item be revisited.”

### **Roll Call Vote**

3 No votes, Directors Gray, Ainsleigh & Ferris

2 Yes votes, Directors Holbrook and Smith

Motion did not carry.

There was discussion after the vote for staff to provide information to the Board at the December 2009 meeting if staff finds information out from the City Council or Board of Supervisors as to how they deal with repeated agenda items being presented before them.

### **9.2 Recreation Park Locker Renovation – Modification to Contract with PBM Construction**

A motion was made by Director Ainsleigh and seconded by Director Gray to approve an amendment to the contract with PBM Construction for \$18,037.09.

### **Roll Call Vote**

5 – 0 Motion carries

A recess was taken at 7:25 p.m., the meeting reconvened at 7:30 p.m.

### **9.3 Recreation Park Locker Room Renovation – Project Contingency Amount Increase**

A motion was made by Director Holbrook and seconded by Director Ferris to approve increasing the contingency budget on the Recreation Park Locker Room project by \$12,000.

### **Roll Call Vote**

4 – 1 Motion carries

1 No vote, Director Ainsleigh voted no

**9.4 Resolution Number 2009-26, A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Authorizing the Transfer of a Total of \$150,543 (\$74,475 for Recreation Park Locker Room Renovation, \$50,000 for Recreation Park Roof Replacement, plus \$18,037 for Recreation Park Pool Courtyard Paving Project) from the Future Capital Construction Reserve Fund to the General Fund**

A motion was made by Director Ferris and seconded by Director Holbrook to adopt Resolution Number 2009-26, A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Authorizing the Transfer of a Total of \$150,543 (\$74,475 for Recreation Park Locker Room Renovation, \$50,000 for Recreation Park Roof Replacement, plus \$18,037 for Recreation Park Pool Courtyard Paving Project) from the Future Capital Construction Reserve Fund to the General Fund.

**Roll Call Vote**

4 – 1 Motion carries

1 No vote, Director Ainsleigh voted no

**9.5 Land Water Conservation Fund Grant to the Recreation Park Loop Trail and Associated Trail Alignments**

A motion was made by Director Ainsleigh and seconded by Director Smith to approve the staff recommendation to accept the Land Water Conservation Fund Grant for \$107,000 and trail alignment “B”, and authorize staff to complete necessary construction documents to put the project out for competitive bid.

**Roll Call Vote**

5 – 0 Motion carries

**10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Shockley Property – Fuel Load Reduction – discussion item – this item was discussed at the Acquisition & Development Committee meeting and forwarded to the Board of Directors for discussion - The Board of Directors was appraised that a private company will be used for the fuel load reduction project.
2. Lease of Union Pacific Railroad Property – discussion item – this item was discussed at the Acquisition & Development Committee meeting and forwarded to the Board of Directors for discussion – ARD is not interested in leasing this property for \$5,900 per year.
3. Discussion of sign at Bekins property that would read “Barner Staging Area Parking Lot” – discussion item – this item was discussed at the Program, Personnel, Policy & Fee Committee meeting and forwarded to the Board of Directors as a discussion item – the Bureau of Reclamation owns this land and informed District Administrator Muscott that assigning a name to this land is very unlikely to happen. The Board took no position on this item.

4. List of ADA upgrades that have been done at ARD – informational item as requested by Director Holbrook

**11.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS**

No action will be taken at this time on any item announced or reported by a Board Member. The Board or a member of the Board may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter so reported, or take action to direct staff to place a matter of business on a future agenda.

**12.0 Board Members:**

Curt Smith, Jim Gray, Gordon Ainsleigh, Scott Holbrook & Jim Ferris

**12.1 Chairman Appointed Standing Committees:**

<b>Acquisition &amp; Development Committee</b>	Directors Gray & Holbrook
<b>Party in the Park</b>	Directors Holbrook, Ferris & Staff
<b>Program, Personnel, Policy &amp; Fee Committee</b>	Directors Ainsleigh & Smith
<b>Finance Committee</b>	Directors Smith & Ferris
<b>User Group Liaisons</b>	Directors Gray & Ainsleigh
<b>Boys &amp; Girls Club Liaison</b>	Director Smith
<b>City Council Liaison</b>	Director Smith
<b>Legal Review Committee</b>	Directors Smith & Ferris
<b>Fee Waiver Committee</b>	Directors Smith, Ferris & Staff
<b>Committee for District Administrator’s Goals &amp; Assessments</b>	Directors Holbrook & Smith

**12.2 District Administrator Appointed Standing Committee:**

<b>Strategic Plan Review Steering Committee</b>	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
<b>Marketing and Program Plan Committee</b>	Director Ferris & Staff



