

**Auburn Area Recreation and Park District
Minutes
of the Meeting of the Board of Directors
Thursday, March 25, 2010, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA**

Board Members

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

Board Members

Absent: None

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Larry Gray, Facilities & Grounds Operations Manager
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 6:02 p.m. by Vice Chairman Ferris. Chairman Gray arrived at 6:03 p.m.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was made by Recreation Services Manager Sheryl Petersen to volunteer of the month Jason Belles for March 2010. Eric Daugherty was also a volunteer of the month for March 2010 but was unable to attend the meeting.

A presentation was made by Joey McNutt, Facilities & Grounds Crew Leader to Facilities Attendant Jacob Miller as employee of the month for March, 2010.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

5 - 0 Motion carries

4.0 PUBLIC COMMENT - None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the February 25, 2010 Board of Directors Meeting**
- 5.2 Review of Financials for February 2010 (Standing Finance Committee)**
- 5.3 Review of Cash Requirements for February 2010 (Standing Finance Committee)**
- 5.4 Resolution Number 2010-07, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Authorizing the Transfer of a Total of \$24,705.00 from the Future Capital Construction Reserve Fund to the General Fund for the ADA Restroom Improvements at Regional Park (Standing Finance Committee)**
- 5.5 Landscape Architect Part Time/Full Time Job Description (Program, Personnel, Policy & Fee Committee)**

A motion was made by Director Holbrook and seconded by Director Gray to approve the consent calendar with item 5.2 becoming 6.1 and item 5.3 becoming 6.2 for discussion.

Roll Call Vote

5 – 0 Motion carries

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION

Item 5.2 became item 6.1, Review of Financials for February 2010

Director Ainsleigh requested the word approval be taken off this item on the recommendation on the consent calendar. A motion was made by Director Holbrook and seconded by Director Ferris to approve the Financials for February 2010.

Roll Call Vote

4 – 1 Motion carries

Director Ainsleigh voted no.

Item 5.3 became item 6.2, Review of Cash Requirements for February 2010

Director Ainsleigh requested the word approval be taken off this item on the recommendation on the consent calendar. A motion was made by Director Holbrook and seconded by Director Smith to approve the Cash Requirements for February 2010.

Roll Call Vote

4 – 1 Motion carries

Director Ainsleigh voted no.

7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

Reports were provided to the Board under separate cover.

8.0 UNFINISHED BUSINESS

8.1 Options for Replacement/Repair of the Overlook Modular Building (Acquisition & Development Committee)

Public comment was made by Roger Markin, Chairman of the committee for the New Hope business meetings. They are interested in signing a Memorandum of Agreement with ARD for the use and maintenance of the Overlook modular building.

Public comment was also made by Jack Mayberry who is part of the board for New Hope. Some of the members would be interested in donating labor to work on the building.

A motion was made by Director Holbrook and seconded by Director Ferris to approve option number three to replace the modular with a used building with an amendment by Director Ainsleigh to add contingent upon a supporting donation from the Western States Endurance Run, and an amendment by Director Smith to include an operable sink in the modular with incoming and outgoing water.

Roll Call Vote

5 – 0 Motion carries

8.2 Bekins Property Site Improvements and CEQA Notice of Exemption, Resolution Number 2010-08, A Resolution of the Governing Board of Directors of the Auburn Area Recreation & Park District Approving the Project for the Parking Lot Improvements and CEQA Notice of Exemption (NOE) on the Bekins Property (Acquisition & Development Committee)

A public hearing was held, there was no public comment.

A motion was made by Director Holbrook and seconded by Director Ferris to adopt Resolution Number 2010-08, A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Approving the Project for the Parking Lot Improvements and CEQA Notice of Exemption (NOE) on the Bekins Property.

Roll Call Vote

5 – 0 Motion carries.

8.3 Placer Hills Pool and Future Options (Acquisition & Development Committee)

Public comment was made by Michelle Willoughby regarding all of the donations and in-kind services that will be provided by the Meadow Vista community towards the renovation of the Placer Hills Pool.

A motion was made by Director Ferris and seconded by Director Gray to move forward to go to bid in accordance with the current scope of work that is outlined in the agenda with option number three which is to make basic repair to the pool costing up to \$75,000 or less and reopen the pool.

Roll Call Vote

5 – 0 Motion carries.

A recess was taken at 7:38 p.m., the meeting reconvened at 7:48 p.m.

9.0 NEW BUSINESS

9.1 Notice of Governing Board Member Election and/or Notice to Submit Measure(s) to a Vote of the Voters, Resolution Number 2010-09, Resolution of the Governing Body of the Auburn Area Recreation and Park District Declaring An Election Be Held in Its Jurisdiction; Requesting the Board of Supervisors to Consolidate This Election With Any Other Election Conducted On Said Date; and Requesting Election Services By the County Clerk

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2010-09, Resolution of the Governing Body of the Auburn Area Recreation and Park District Declaring An Election Be Held in Its Jurisdiction; Requesting the Board of Supervisors to Consolidate This Election With Any Other Election Conducted On Said Date; and Requesting Election Services By the County Clerk

Roll Call Vote

4 – 1 Motion carries, Director Holbrook voted no.

9.2 Support of November Ballot Initiative Re: Local Taxpayer Protection Act, Resolution Number 2010-06, Resolution in Support of the Local Taxpayer, Public Safety and Transportation Protection Act of 2010 (Program, Personnel, Policy & Fee Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to adopt Resolution Number 2010-06, Resolution in Support of the Local Taxpayer, Public Safety and Transportation Protection Act of 2010.

Roll Call Vote

5 - 0 Motion carries

9.3 Placer County Local Agency Formation Commission Call for Nomination – Special District Representative

A motion was made by Director Holbrook and seconded by Director Gray to nominate Director Ainsleigh to LAFCO as a Special District Representative.

Roll Call Vote

3 – 2 Motion carries

Directors Gray, Ferris and Ainsleigh voted yes.

Directors Holbrook and Smith voted no.

9.4 CSDA Board of Directors Call for Nominations Seat B, Nomination Form, and Resolution Number 2010-10, A Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park district Nominating a Candidate for Election to the California Special Districts Association Board of Directors

No action was taken by the Board of Directors on this item.

9.5 Memorandum of Understanding Between the Auburn Area Recreation & Park District and the Placer County Sheriff (Program, Personnel, Policy & Fee Committee)

A motion was made by Director Holbrook and seconded by Director Ferris to approve the Memorandum of Understanding Between the Auburn Area Recreation & Park District and the Placer County Sheriff.

Roll Call Vote

5 – 0 Motion carries

10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Update on 501 C3 activity, this item was requested by Director Smith. There was discussion that the 501 C 3 needs policies put in place to help it function.
2. Discussion of drug testing of coaches/volunteers (Program, Personnel, Policy & Fee Committee). This item was discussed at the Program, Personnel, Policy & Fee Committee, the committee recommends against drug testing for volunteers. The Board of Directors discussed this item. There was Board consensus against drug testing of coaches/volunteers as it would be an expense and a burden, the Board does not feel it is necessary.
3. Letter (draft) to Board of Supervisors regarding District 5 Mitigation funds. This item was discussed at the February 2010 Board meeting and forwarded to the March 25, 2010 Board meeting for further discussion. There was Board discussion that further revisions will be made to the letter by District Administrator Muscott for Director Holbrook to review before it is sent out. There was a suggestion to include in the letter all of the organizations that are supporting ARD on this issue. The letter needs to be sent out before the Parks Commission meeting.
4. Vandalism Report (Acquisition & Development Committee) This item was reviewed and discussed by the Acquisition & Development Committee and forwarded to the Board of Directors for review and discussion. The Board reviewed the vandalism report. District Administrator Muscott will send a press release to the Auburn Journal for the public to be informed of this and to highlight the amount of vandalism. The Journal should receive the vandalism report as an attachment.

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:

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

12.1 Chairman Appointments:

Acquisition & Development Committee	Directors Gray & Holbrook
Party in the Park	Directors Holbrook, Ferris & Staff
Program, Personnel, Policy & Fee Committee	Directors Holbrook & Smith
Finance Committee	Directors Ainsleigh & Ferris
User Group Liaisons	Directors Gray & Ainsleigh
Legal Review Committee	Directors Holbrook & Smith
Fee Waiver Committee	Directors Ainsleigh & Ferris
Committee for District Administrator's Goals & Assessments	Directors Holbrook & Smith
Sergeant at Arms	District Administrator Kahl Muscott

12.2 District Administrator Appointed Standing Committee:

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

12.3 <u>Media Representative, Parliamentarian:</u>	District Administrator Kahl Muscott
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13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Correspondence was attached.

14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS

There was discussion regarding healthy foods and beverages in the ARD vending machines. The Board gave consensus to have District Administrator Muscott go ahead and use the schools mandate for what they are using in their vending machines for 50% healthy foods and beverages, and to use the school's definition of what is considered healthy.

Director Ainsleigh requested a needs survey as an agenda item on the April 2010 Program, Personnel, Policy & Fee committee agenda.

14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS

None.

14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

15.0 PUBLIC COMMENT - None.

16.0 CLOSED SESSION - The Board went into closed session at 8:41 p.m.

16.1 District Administrator's Evaluation

17.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION - Open session began at 9:03 p.m.

No reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 9:03 p.m. by Chairman Gray.

Board Secretary

Date

