

**Auburn Area Recreation and Park District  
Minutes of the Meeting of the Board of Directors  
Thursday, May 27, 2021, 6:00 p.m.**

**Board Members**

**Present:** Chairman H. Gordon Ainsleigh  
Director Mike Lynch  
Director Jim Ferris  
Director Jim Gray

**Board Members Absent:** Director Scott Holbrook

**Staff Present:** Kahl Muscott, District Administrator  
Veona Galbraith, Administrative Services Manager  
Jesse Williams, Facilities & Grounds Manager  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Mark Brunner, Recreation/Youth Services Manager  
Amy Oddo, Youth Services Manager  
Mike Scheele, Landscape Architect/Project Manager  
Pat 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 Chairman Ainsleigh.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A presentation was given from District Administrator Kahl Muscott to Bill and Jenny Jansen for their donation of \$5,000 to the Auburn Area Recreation and Park District's Youth Assistance Fund.

A presentation was given by Youth Services Manager Amy Oddo to Youth Services Program Leader Cambria Novelty as Employee of the Month for May, 2021.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

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

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Absent  
Director Gray – Yes  
Director Holbrook – Absent

3 – 0 Motion carries.

**4.0 PUBLIC COMMENT**

None.

**5.0 CONSENT ITEMS**

**5.1 Review and Approval of Minutes of the Board of Directors Meeting from April 29, 2021**

**5.2 Review of Cash Requirements for April, 2021 (Standing Finance Committee)**

**5.3 Review of Financials for March, 2021 (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Gray to approve the Consent Calendar as written.

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – Yes  
Director Holbrook – Absent

4 – 0 Motion carries.

**6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

Board reports, fee waiver log, and project activity report were provided to the Board under separate cover.

**7.0 UNFINISHED BUSINESS**

**7.1 Legal Requests for Proposals for Legal Services (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Lynch and seconded by Director Ferris to stay with Cole Huber as the Auburn Area Recreation and Park District’s Attorney of Record.

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – Yes  
Director Holbrook – Absent

4 – 0 Motion carries.

**7.2 Resolution Number 2021-09: Resolution of Intention to Levy Annual Assessment, Preliminarily Accepting Engineer’s Report and Scheduling the Public Hearing (Acquisition & Development Committee)**

A motion was made by Director Lynch and seconded by Director Ferris to adopt Resolution Number 2021-09: A Resolution of Intention to Levy Annual Assessment, Preliminarily Accepting Engineer’s Report and Scheduling the Public Hearing.

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – Yes  
Director Holbrook – Absent

4 – 0 Motion carries.

**8.0 NEW BUSINESS**

**8.1 Resolution Number 2021-10: Moving Residual Funds to the Future Capital Construction Fund and Unfunded Accrued Liability (UAL) with CalPERS (Standing Finance Committee)**

A motion was made by Director Ainsleigh and seconded by Director Gray to adopt Resolution Number 2021-10: Moving Residual Funds to the Future Capital Construction Fund and Unfunded Accrued Liability (UAL) with CalPERS.

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – No  
Director Holbrook – Absent

4 – 0 Motion carries.

**8.2 Additional Work Cost Proposal for Richardson & Company, LLP (Standing Finance Committee)**

A motion was made by Director Lynch and seconded by Director Gray to approve a request from Richardson & Company, LLP for an additional work order in the amount of \$2,250.00.

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – Yes  
Director Holbrook – Absent

4 - 0 Motion carries.

**8.3 Amending Fiscal Year 2021/2022 Project List & CIP (Acquisition & Development Committee)**

A motion was made by Director Gray and seconded by Director Ferris to approve amending the Fiscal Year 2021/2022 Project List and CIP.

**Roll Call Vote**

Director Ainsleigh – Yes  
Director Lynch – Yes  
Director Ferris – Yes  
Director Gray – Yes  
Director Holbrook – Absent

4 - 0 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Curt Smith memorial bench at the Auburn Bike Park. This item was discussed and forwarded to the June 2021 ARD Board meeting as an action item.
2. Electric Charging Stations and Electric Vehicle Fleets. This item was discussed and forwarded to the June 2021 Standing Finance Committee meeting for consideration.
3. County Mitigation Fund, current balance \$792,000.

**10.0 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.

**11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

**12.0 PUBLIC COMMENT**

None.

**13.0 CLOSED SESSION** – Closed Session began at 8:04 p.m.

**14.0 OPEN SESSION** – Open Session began at 8:27 p.m. The Board of Directors reported a satisfactory evaluation of District Administrator Kahl Muscott.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 8:29 p.m. by Chairman Ainsleigh.

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Board Secretary

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Date