

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, January 26, 2023 6:00 PM**

Board Members Present: Director Mike Lynch
Chairperson Jim Gray
Director H. Gordon Ainsleigh
Vice-Chairperson Scott Holbrook

Board Members Absent: None

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Caleb Porter, Youth Services Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Mark Brunner, Recreation Services Manager
Mike Scheele, Landscape Architect/Project Manager
Jesse Williams, Facilities & Grounds Manager
Cathy Warford, Recording Secretary

Staff Excused: None

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:04 PM by Chairperson Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was given from Facility and Grounds Manager, Jesse Williams, to Facility and Grounds Park Worker, Krystal Friel, as employee of the month for January, 2023.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ainsleigh and seconded by Director Lynch to move 8.1 after Public Comment.

Roll Call Vote

Director Ainsleigh – No
Chairperson Gray – Yes
Vice-Chairperson Holbrook – No
Director Lynch – Yes

2 – 2 Motion failed.

A motion was made by Vice-Chairperson Holbrook and seconded by Director Ainsleigh to approve the agenda as written.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Yes
Vice-Chairperson Holbrook – Yes
Director Lynch – Yes

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from December, 2022**
- 5.2 Review and approval of the Special Minutes of the Board of Directors from December, 2022**
- 5.3 Review of Cash Requirements for December, 2022 (Standing Finance Committee)**
- 5.4 Review of Financials for November, 2022 (Standing Finance Committee)**
- 5.5 Review of Financials for December, 2022 (Standing Finance Committee)**
- 5.6 Resolution 2023-1: 2nd Mid-Year Budget Revision for Fiscal Year 2022/2023 (Standing Finance Committee)**
- 5.7 Amendment of the Obsolescence List (Standing Finance Committee)**
- 5.8 Resolution 2023-2: Transfer of \$47,100 from the COVID Relief Funds for the ADA, Fire Safety Upgrades, Locks & Doors Repair Project at Canyon View Community Center (Standing Finance Committee)**
- 5.9 Resolution 2023-3: Transfer of \$26,995 from the Future Capital Construction Reserves for the Meadow Vista Parking Reseal and path Repair Project (Standing Finance Committee)**
- 5.10 ARD's Family/Medical Leave Policy (Program, Personnel, Policy, Fee and Legal Review Committee)**

A motion was made by Vice-Chairperson Holbrook and seconded by Director Ainsleigh to approve the Consent Calendar as written.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Yes

Vice-Chairperson Holbrook – Yes
Director Lynch – Yes

4 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Board reports were provided to the Board under separate cover.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Appointment of a New Director to Fill the ARD Board Vacancy

A motion was made by Director Ainsleigh and seconded by Chairperson Gray to appoint Sue Ingle as the new board member until the next election in 2024.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Yes
Vice-Chairperson Holbrook – Abstain
Director Lynch – Yes

3 – 0 – 1 Motion carries.

8.2 Truck repairs/used Truck purchase

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the repair of the 2015 F350 Truck monies not to exceed \$30,000.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Yes
Vice-Chairperson Holbrook – Yes
Director Lynch – Yes
Director Ingle - Yes

5 – 0 Motion carries.

8.3 Fee Waiver Policy Review

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the changes to the Fee Waiver Policy.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Yes
Vice-Chairperson Holbrook – Yes
Director Lynch – Yes
Director Ingle - Abstain

4 – 0 – 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 County Mitigation Fund, current balance \$450,000.
9.2 2022 events P&L Review – item was discussed.
9.3 Placer County Investment Report – item was discussed.
9.4 2023 ARD Friend of Recreation Nominations – item was discussed.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

None.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION

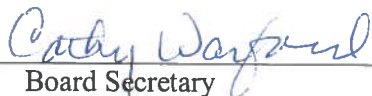
None.

14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

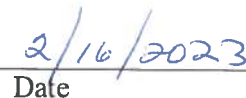
None.

ADJOURNMENT

The meeting was adjourned at 7:11 PM.



Board Secretary



Date