

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, June 29, 2023 6:00 PM**

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

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

Absent: Mike Scheele, Landscape Architect/Project Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:00 PM by Chairperson Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was given from District Administrator, Kahl Muscott, to Executive Assistant, Cathy Warford, as employee of the month for June, 2023.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Heidi Rietjens loved ARD's Anniversary event.
Director Ingle introduced Pat Williams, Chairperson, Board of Directors, North Highlands Recreation and Park District.

5.0 CONSENT ITEMS

5.1 Review and approval of Minutes of the Board of Directors from May, 2023

5.2 Review of Cash Requirements for May, 2023 (Standing Finance Committee)

5.3 Review of Financial for April, 2023 (Standing Finance Committee)

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

Roll Call Vote

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

4 – 1 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 District Policy Proposed Amendment – Purchasing Limits

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the purchasing limits for the Facilities and Grounds Manager.

Roll Call Vote

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

4 – 1 Motion carries.

8.2 Fee Waivers Policy Amendment – 501 c3 Designation

A motion was made by Director Holbrook and seconded by Director Ingle to approve the Fee Waivers Policy Amendment for 501 c3 Designation.

Roll Call Vote

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

4 – 1 Motion carries.

8.3 Salary Survey Results AND Proposed Wage Increases

A motion was made by Director Gray and seconded by Director Ingle to approve Scenario #1.

Roll Call Vote

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

3 – 2 Motion carries.

8.4 Resolution #2023-18: ARD Tennis & Pickleball Court Repair Project – Award of Contract.

A motion was made by Director Holbrook and seconded by Director Gray to approve Resolution #2023-18: ARD Tennis & Pickleball Court Repair Project – Award of Contract.

Roll Call Vote

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

4 - 0 - 1 Motion carries.

8.5 Resolution Number 2023-16, A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal

Year 2023 – 2024 for the Atwood Ranch III Landscaping & Lighting Assessment District

A motion was made by Director Holbrook and seconded by Director Ingle to approve Resolution #2023-16: A Resolution of the Board of Directors of the Auburn Area Recreation & Park District, Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2023 – 2024 for the Atwood Ranch III Landscaping & Lighting Assessment District.

Roll Call Vote

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

5 – 0 Motion carries.

8.6 Resolution #2023-17: Indemnifying Placer County for Collection of Atwood III Assessments

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve Resolution #2023-17: Indemnifying Placer County for Collection of Atwood III Assessments.

Roll Call Vote

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

4 – 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 9.1 County Mitigation Fund, current balance \$450,000 – item was discussed, no action taken.
- 9.2 Placer County Investment Report – item was discussed, no action taken.
- 9.3 2023-24 LAFCO Final Workplan and Budget – item was discussed, no action taken.

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

The Board came out of Closed Session at 7:20pm and reported that the District Administrator had received a rating of "Satisfactory" for the past year.

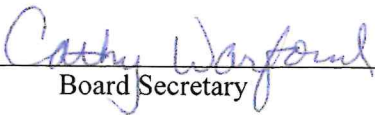
14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

None.

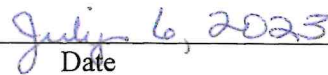
ADJOURNMENT

The meeting was adjourned at 7:24 PM.

None.



Board Secretary



Date