

**Auburn Area Recreation and Park District  
Minutes of the Meeting of the Board of Directors  
Thursday, April 27, 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  
Caleb Porter, Youth Services Manager  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Mike Scheele, Landscape Architect/Project Manager  
Jesse Williams, Facilities & Grounds Manager  
Cathy Warford, Recording Secretary

**Absent:** Mark Brunner, Recreation Services Manager

**1.0 CALL TO ORDER**

The Meeting of the Board of Directors was called to order at 6:03 PM by Chairperson Gray.

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Presentation from, GSSA/USA Softball of Sacramento, Jeff Morrow, to District Administrator, Kahl Muscott, for the Grant award for improvements on our Regional "B" softball field.

Presentation to Brandee Ambrosia and Rodney Borges in recognition of Rotarians at Work Day.

Presentation from, Facilities and Grounds Manager, Jesse Williams, to Park Worker, Stephen Guzier as employee of the month for April, 2023.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Holbrook and seconded by Director Lynch to take out Consent Item 5.2 and approve the rest of the agenda as written.

**Roll Call Vote**

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

4 – 0 - 1 Motion carries.

#### **4.0 PUBLIC COMMENT**

Public comments were made by Director Ainsleigh, Director Gray and Director Holbrook to nominate the following for the Friends of Recreation Award (next year):

- Rotary Club of Auburn
- Bud Rietjens, 501 (c) (3) Advisory Committee Chairman and Heidi Rietjens, 501 (c) (3) Advisory Committee Member.
- Lyon Real Estate – Auburn

#### **5.0 CONSENT ITEMS**

##### **5.1 Review and approval of Minutes of the Board of Directors from February, 2023**

##### **5.2 Review of Cash Requirements for February, 2023 (Standing Finance Committee)**

A motion was made by Director Holbrook and seconded by Director Lynch to pull 5.2 Review of the Cash Requirements and to approve the consent calendar as modified.

##### **Roll Call Vote**

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

5 – 0 Motion carries.

##### **5.2 Review of Cash Requirements for February, 2023 (Standing Finance Committee)**

A motion was made by Director Holbrook and seconded by Director Ingle to correct the Agenda under Consent Items to “This item was reviewed and sent to the Board with a split vote and to approve Item 5.2.

##### **Roll Call Vote**

Director Ainsleigh – No  
Chairperson Gray – Yes  
Vice-Chairperson Holbrook – Yes  
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 Resolution #2023-12: Nomination for CARPD Board of Directors**

A motion was made by Director Gray and seconded by Director Ainsleigh to approve Resolution #2023-12 nominating Director Holbrook to the California Association of Recreation and Park District (CARPD) Board of Directors.

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.2 The Gathering Inn Support Letter**

A motion was made by Director Holbrook and seconded by Director Ingle in support of sending a letter to the Placer County Board of Supervisors supporting The Gathering Inn as the single source provider for homeless shelters at the Dewitt Government Center?

**Roll Call Vote**

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

5 – 0 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

9.1 County Mitigation Fund, current balance \$450,000 – item was discussed, not action taken.

9.2 Placer County Investment Report – item was discussed, not action taken.

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

Director Ingle thanked Kahl Muscott for moving the May Standing Finance Committee from Wednesday, May 17th to May 16th so that she could attend the 2023 CARPD Conference. She also thanked him for suggesting she apply for the grant which was granted which pays for all the conference expenses.

**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 7:07 PM.

Cathy Wajford  
Board Secretary

May 5, 2023  
Date