

**Auburn Area Recreation and Park District  
Minutes of the Meeting of the Board of Directors  
Thursday, November 30, 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  
Mike Scheele, Landscape Architect/Project Manager  
Jesse Williams, Facilities & Grounds Manager  
Cathy Warford, Recording Secretary

**Absent:** Caleb Porter, Youth Services Manager  
Manouch Shirvanioun, Customer Service/Marketing 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**

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

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Holbrook seconded by Director Lynch 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**

Charlotte Daniels, DeWitt Restoration Group, wanted to give the Board an update on the DeWitt project. The County has taken an important step by accepting their business plan and have issued a formal letter of support for the DeWitt Theater Restoration Project.

This marks a crucial milestone for us. We will be having a Mixer at Music & More Arts Academy on Thursday, January 18<sup>th</sup>.

Mary Pivetti, Auburn Arts Commission, gave a public comment. As an Artist, Mary wanted to offer her support and help with our efforts on such projects as the Mural at the Auburn Skate Park.

## **5.0 CONSENT ITEMS**

- 5.1 Review and approval of Minutes of the Board of Directors from October, 2023**
- 5.2 Review of Cash Requirements for October, 2023 (Standing Finance Committee)**
- 5.3 Review of Financial for October, 2023 (Standing Finance Committee)**
- 5.4 Resolution #2023-25 Transfer \$264,155 from the Equipment Reserves to the General Fund. The purchased Assets budgeted to be funded by the Equipment Reserves are (1) New Ford F350 Truck \$75,000, (2) 2000 Dump Truck F450 made into a flatbed \$13,323, (3) 2016 Ford F350 Engine replacement \$25,807, (4) Turf Star Mower \$150,025. (Standing Finance Committee)**
- 5.5 Annual Investment Policy and Authority for Investment Policy (Program, Personnel, Policy, Fee & Legal Review Committee Meeting)**

A motion was made by Director Holbrook and seconded by Director Ingle to approve the Consent Calendar with the exception 5.5 Annual Investment Policy and Authority for Investment Policy.

### **Roll Call Vote**

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

5 – 0 Motion carries.

A second motion was made by Director Lynch and seconded by Director Gray to approve the Consent Calendar Item 5.5, Annual Investment Policy and Authority for Investment Policy but taking out the “annual delegation, for a one-year period.”

### **Roll Call Vote**

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

Director Lynch – Yes

2 – 3 Motion fails.

A third motion was made by Director Holbrook and seconded by Director Lynch to approve the Consent Calendar Item 5.5, Annual Investment Policy and Authority for Investment Policy as staff recommended it.

**Roll Call Vote**

Director Ainsleigh – Yes

Chairperson Gray – Yes

Vice-Chairperson Holbrook – Yes

Director Ingle - Yes

Director Lynch – Yes

5 – 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 Creating a “Community Wall” at the Auburn Skate Park**

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve Creating a “Community Wall” at the Auburn Skate Park.

**Roll Call Vote**

Director Ainsleigh – Yes

Chairperson Gray – Yes

Vice-Chairperson Holbrook – Abstain

Director Ingle - Yes

Director Lynch – Yes

4 – 0 - 1 Motion carries.

**8.2 Resolution #2023-26: Bank Acknowledgement that it is Federally Insured for \$250,000; Enrolling in an ICS Account**

A motion was made by Director Holbrook and seconded by Director Ingle to approve Resolution #2023-26: Bank Acknowledgement that it is Federally Insured for \$250,000; Enrolling in an ICS Account.

**Roll Call Vote**

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

4 – 0 - 1 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

9.1 County Mitigation Fund, current balance \$537,166 – item was not discussed.  
9.2 City Mitigation Fund, current balance \$305,207 – item was not discussed.  
9.3 CEPPT Quarterly Investment Report – September 30, 2023 – item was discussed.  
9.4 Placer County Investment Report – September 30, 2023 – item was not 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 6:56 PM.

*Cathy Warford*  
Board Secretary/

*December 13, 2023*  
Date