

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, October 26, 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
Mike Scheele, Landscape Architect/Project Manager
Jesse Williams, Facilities & Grounds Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:20 PM by Chairperson Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

There was no presentations or announcements this month.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ainsleigh 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

None.

5.0 CONSENT ITEMS

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

- 5.2 Review of Cash Requirements for September, 2023 (Standing Finance Committee)
- 5.3 Review of Financial for September, 2023 (Standing Finance Committee)
- 5.4 District Policy on Stale Dated Checks, Per District Policy on Stale Dated Checks, Per Government Code §50050 (Policy, Fee and Legal Review Committee)
- 5.5 Amending ARD's Refund Policy for Youth Services (Policy, Fee and Legal Review Committee)
- 5.6 Resolution #2023-23: Transfer \$22,023 from the ADA Reserve to the General Fund for the completion of the Recreation Park ADA parking at the Day Camp Modulars. (Standing Finance Committee)
- 5.7 Resolution #2023-24: Transfer \$211,197 from the Future Capital Construction Reserve to the General Fund for the completion of the Resurfacing of the Regional Park and Meadow Vista Park Tennis and Pickleball Courts. (Standing Finance Committee)
- 5.8 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 Truck overhauled \$39,130, (3) Turf Star Mower \$150,025. (Standing Finance Committee)
- 5.9 Resolution #2023-26: Appropriation / GANN Limits. (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the Consent Calendar with the exception of 5.8 and 5.9.

Roll Call Vote

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

4 – 1 Motion carries.

A second motion was made by Director Lynch and seconded by Director Ingle to approve the Consent Calendar Item 5.8, 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 Truck overhauled \$39,130, (3) Turf Star Mower \$150,025.

Roll Call Vote

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

4 – 1 Motion carries.

A third motion was made by Director Holbrook and seconded by Director Lynch to approve the Consent Calendar Item 5.9 Resolution #2023-26: Appropriation / GANN Limits. (Standing Finance Committee).

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 Resolution #2023-22 Mid-Year Budget Revision for Fiscal Year 2023/2024

A motion was made by Director Holbrook and seconded by Director Ingle to approve Resolution #2023-22 Mid-Year Budget Revision for Fiscal Year 2023/2024.

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 Proposed Facility and Grounds Staff Pay Increase

This item failed to receive a motion.

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 \$36,620 – item was not discussed.

9.3 CEPPT Quarterly Investment Report June, 2023 (1 Page) – 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 7:15 PM.

Way Vincent
Board Secretary

July 15, 2023
Date