

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, September 28, 2023 6:00 PM**

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

Absent: Vice-Chairperson Scott Holbrook

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
Cathy Warford, Recording Secretary

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 Coordinator, Scott Conners and Youth Services Manager, Caleb Porter to Facilities Attendant, Randy Hubbard, as employee of the month for September, 2023.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Lynch seconded by Director Ingle to approve the agenda as written.

Roll Call Vote

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

4 - 0 Motion carries.

4.0 PUBLIC COMMENT

Barbara Fralick, a resident of Auburn, California gave public comment thanking Auburn Parks and Recreation District for the Pickleball Court resurfacing, the colors are vibrant, beautiful job and it was done in a timely manner.

Kahl Muscott, District Administrator gave a shout out to Michael Scheele, District Landscape Architect/Project Manager as the Pickleball Court resurfacing was his project. Great job Mike!!

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from August, 2023**
- 5.2 Review of Cash Requirements for August, 2023 (Standing Finance Committee)**
- 5.3 Review of Financial for August, 2023 (Standing Finance Committee)**
- 5.4 Amendments to Senior Facility Park Worker and Senior Facilities Maintenance Work Job Descriptions (Program, Personnel, Policy, Fee, and Legal Review Committee)**
- 5.5 Youth Assistant (Scholarship) Fund Amendments (Program, Personnel, Policy, Fee, and Legal Review Committee)**
- 5.6 Resolution #2023-20: Transfer of \$12,991 from the Future Capital Construction Reserves for the Recreation Modular Courtyard Repairs (Standing Finance Committee)**
- 5.7 Amendment of the Obsolescence List (Standing Finance Committee)**

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

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Yes
Vice-Chairperson Holbrook – Absent
Director Ingle - 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 Resolution #2023-21: Purchase of a used/new vehicle

A motion was made by Director Ingle and seconded by Director Lynch to approve Resolution #2023-21: Purchase of a used/new vehicle.

Roll Call Vote

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

4 - 0 Motion carries.

8.2 Amending 2023/2024 Project List and CIP

A motion was made by Director Lynch and seconded by Director Gray to approve Amending 2023/2024 Project List and CIP.

Roll Call Vote

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

4 - 0 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 \$36,620 – item was not discussed.
- 9.3 Placer County Investment Report – June, 2023 - item was not discussed.
- 9.4 Placer County Investment Report – July, 2023 - item was not discussed.
- 9.5 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

Samantha Hill and Augusta Studebaker, residents of Auburn, California gave public comment that they would like to have a closer working relationship with ARD in

regard to the Skate Park. We would like to make our community stronger by helping to make the Skate Park more beautiful by bringing in volunteers to help clean the area, which they have in the past, repair the Shade Shelter, and potentially add a mural.

Megan Black and Mattis, Placer High School students, attended the Board of Directors meeting for a school project. They both found it informational and interesting.

13.0 CLOSED SESSION

None.

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

None.

ADJOURNMENT

The meeting was adjourned at 7:06 PM.

Cathy Campbell
Board Secretary

Oct 10, 2022
Date