

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, February 29, 2024 6:00 PM**

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

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Mark Brunner, Recreation Services Manager
Mike Scheele, Landscape Architect/Project Manager
Jesse Williams, Facilities & Grounds Manager
Caleb Porter, Youth Services 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 Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from, Youth Services Manager, Caleb Porter, to Associate Site Director, Cambria Novelly, as employee of the month for February, 2024.

Presentation from Barry Miller, City of Auburn's Consultant working on the City of Auburn's General Plan update.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

5 - 0 Motion carries.

4.0 PUBLIC COMMENT

Michelle Sierra-Sammons, Auburn City Council, gave an update to the parking space for Pickleball at the School Park Preserve. There will be 16 parking spaces which will include 1 ADA space.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from January, 2024**
- 5.2 Review of Cash Requirements for January, 2024 (Standing Finance Committee)**
- 5.3 Review of Financial for January, 2023 (Standing Finance Committee)**
- 5.4 Resolution #2024-02: Transfer \$23,252 from the COVID Relief Fund Reserves to the General Fund for the completion of the Auburn Elementary Modular siding/roof repairs for \$10,000 and the Sierra Pool Deck Expansion Joint Repairs. (Standing Finance Committee)**
- 5.5 Resolution 2024-03: Preparation of Atwood III Engineer's Report for FY 2024/2025 (Acquisition and Development Committee)**

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

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Yes
Chairperson Holbrook – Yes
Vice-Chairperson 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 Sale of 1 Modular at Auburn Elementary & 2 Modulares at Skyridge

A motion was made by Director Lynch and seconded by Vice-Chair Ingle to approve Resolution #2024-05: Sale of 1 Modular at Auburn Elementary & 2 Modulares at Skyridge. Chairman Holbrook would like the funds to be transferred to the Capital Reserve Account.

Roll Call Vote

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

5 – 0 Motion carries.

8.2 Preliminary Budget and Resolution # 2024-04 for Fiscal year 2024/2025

A motion was made by Vice-Chair Ingle and seconded by Director Lynch to approve the Preliminary Budget and Resolution # 2024-04 for Fiscal year 2024/2025.

Roll Call Vote

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

4 – 1 Motion carries.

8.3 2024-2025 Obsolescence

A motion was made by Vice-Chairperson Ingle and seconded by Director Ainsleigh to approve the 2024-2025 Obsolescence List.

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

5 - 0 Motion carries.

8.4 Proposed Fee Change – Out of District Fees for Facility Rentals

This item failed to receive a motion and will be sent back to the Program, Personnel, Policy, Fee and Legal Review Committee in March.

8.5 ARD Friend of Recreation Nominations

The ARD Board of Directors voted on the nominations for the 2024 Friend of Recreation Award. Their votes on 1st and 2nd place, were:

Director Gray: 1. Auburn Little League; 2. Rotary Club of Auburn
Chairperson Holbrook: 1. Rotary Club of Auburn; 2. Auburn Little League
Director Ainsleigh: 1. Rotary Club of Auburn; 2. Auburn Little League
Vice-Chairperson Ingle: 1. Auburn Little League; 2. Rotary Club of Auburn
Director Lynch: 1. Auburn Little League; 2. Rotary Club of Auburn

Per policy, the Auburn Little League was named the 2024 ARD Friend of Recreation.

Roll Call Vote

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

5 - 0 Motion carries.

8.6 Call for Nominations for CSDA Board of Directors

A motion was made by Director Gray and seconded by Director Ainsleigh to nominate Chairmen Holbrook.

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

5 - 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 9.1 Enforcing Dog Park Closures – was discussed.
- 9.2 2023/2024 Preliminary Project List and Future Plan Update – was discussed.
- 9.3 County Mitigation Fund, current balance \$710,000 – was discussed.
- 9.4 City Mitigation Fund, current balance \$257,691 (Available Funds - \$21,492) – was not discussed.
- 9.5 Placer County Investment Report, December 31, 2023 – was not discussed.
- 9.6 EPPT Account Update as of December 31, 2023 – was discussed.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

Director Ainsleigh wanted to report that there was a broken chain at Overbrook Park.

Vice-Chairperson Ingle wanted to report that she and District Administrator Muscott met with the HOA at Atwood. The pond is definitely a part of the Nature Preserve, a fact that will be reflected in the report from SCI.

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 7:47 PM.

Cathy W. Ingle
Board Secretary

March 13, 2024
Date