

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, February 27, 2025 6:00 PM**

Board Members Present: Chairperson Sue Ingle
Director H. Gordon Ainsleigh, Director Ainsleigh departed at 7 PM.
Vice-Chairperson Jim Gray
Director Mike Lynch

Absent: Director Scott Holbrook

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Mark Brunner, Recreation Services Manager
Mike Scheele, Landscape Architect/Project Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Cathy Warford, Recording Secretary

Absent: Jesse Williams, Facilities & Grounds Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:00 PM by Chairperson Ingle.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from, Youth Services Manager, Mark Brunner, to Youth Services Program Site Director, Wendy Murdoch, as employee of the month for February, 2025.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Chairperson Sue Ingle seconded by Director Gray to move 8.1 Fee Waiver Request for Placer High School Grad Night – 2025 and 8.2 New “Welcome” Signs at ARD Parks to before the Consent Items.

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

Mike Holmes, Auburn City Council, would appreciate the opportunity to speak with the Auburn Area Recreation and Park District and will be coming to the March Acquisition and Development Committee to discuss the possibility of using the Mt. Vernon property for co-housing.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from January, 2025**
- 5.2 Review of Cash Requirements for January, 2025 (Standing Finance Committee)**
- 5.3 Review of Financial for January, 2025 (Standing Finance Committee)**
- 5.4 Installation of Rotary Peace Pole at Recreation Park (A&D Committee)**
- 5.5 Resolution #2025-3: Preparation of Atwood III Engineer's Report for FY 2025/2026 (A&D Committee)**
- 5.6 Amendment to the Auburn Area Recreation and Park District's Policy on use of accrued PTO Before Accessing Paid family Leave (Policy Committee)**
- 5.7 Domestic Violence Leave Update (Policy Committee)**

A motion was made by Director Gray and seconded by Director Lynch to approve the Consent Items.

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes
Director Holbrook – Absent
Chairperson 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.

Director Gray brought up the gate being installed at the School Park Preserve to help stop the balls from rolling down the hill. Director Lynch also made a commit about the gate. Kelly Davis, Auburn City Council, said she would check with Shawn.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Fee Waiver Request for Placer High School Grad Night - 2025

A motion was made by Director Lynch and seconded by Director Gray to waive 80% of the applicable fees for Placer High School Grad Night – 2025.

Roll Call Vote

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

4 – 0 Motion carries.

8.2 New “Welcome” Signs at ARD Parks

A motion was made by Director Lynch and seconded by Director Gray to approve New “Welcome” Signs at ARD Parks.

Roll Call Vote

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

4 – 0 Motion carries.

8.3 Code of Ethics Amendment to the ARD Board Procedures and Responsibilities Manual

A motion was made by Director Lynch and seconded by Chairperson Ingle to approve updating the Code of Ethics Amendment to the ARD Board Procedures and Responsibilities Manual.

Roll Call Vote

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

4 – 0 Motion carries.

8.4 Public Hearing: ARD Vacant Positions Report (AB 2561)

A motion was made by Director Lynch and seconded by Director Gray to approve ARD Vacant Positions Report (AB 2561).

Roll Call Vote

Director Ainsleigh – Yes
Vice-Chairperson Gray – Yes

Director Holbrook – Absent
Chairperson Ingle - Yes
Director Lynch – Yes

4 – 0 Motion carries.

8.5 2025 ARD Friend of Recreation Award

A motion was made by Director Lynch and seconded by Chairperson Ingle to approve the Rotary Club of Auburn for the 2025 ARD Friend of Recreation Award.

Roll Call Vote

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

4 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 9.1 Ashley Memorial Dog Park: Turf Repair and Alternatives – this item was discussed and will be sent back to the Acquisition and Development Committee for further discussion.
- 9.2 2024 Events P&L Review – was discussed.
- 9.3 Preliminary FY 2025-2026 Project List and Future Plan Update – was discussed.
- 9.4 County Mitigation Fund, current balance \$518,320 – was not discussed.
- 9.5 City Mitigation Fund, current balance \$194,657 (Available Funds - \$14,657) – was not discussed.
- 9.6 Placer County Investment Report as of December 31, 2024 – was not discussed.
- 9.7 CEPPT Account Update Summary as of December 31, 2024 – was not discussed.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

None.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

The Board of Directors will bring 12.0 Public Comment back to the Board in March as a discussion item to decide if it this item is needed.

13.0 CLOSED SESSION

13.1 Conference with Labor Negotiators (Gov. Code, §§ 54954.5, subd. (f) 54957.6)

**Agency Designated Representative: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager**

Employee Organization: IOUE, Stationary Engineers Local 39

13.2 Public Employee Performance Evaluation (Govt. Code §§ 54954.5, subd. (e), 54957.)

Title: District Administrator

14.0 OPEN SESSION Report/Action on or About Closed Session – Session began at 7:43 PM

No reportable action.

ADJOURNMENT

The meeting was adjourned at 7:43 PM.

Cathy Warford
Board Secretary

March 6, 2025
Date