

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, June 26, 2025 6:00 PM**

Board Members Present: Director H. Gordon Ainsleigh
Director Jim Gray
Director Scott Holbrook Director Holbrook departed at 6:51 PM
Chairperson Sue Ingle
Vice-Chairperson Mike Lynch

Absent: None

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Mark Brunner, Recreation Services/Youth 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

Surprise Presentation from, District Administrator, Kahl Muscott and Recreation Services/Youth Services Manager, Mark Brunner to Executive Assistant, Cathy Warford, as employee of the month for June, 2025.

Presentation from, Chuck Townsend, Grace Park Project update.

Chairperson, Sue Ingle, made an announcement to the Board of Directors in regard to the Auburn Area Chamber's Celebrate the Community which will conflict with ARD's normal Board of Directors meeting scheduled on Thursday, September 25. District Administrator, Kahl Muscott, will be sending an email to the Board of Directors asking them which date, (Tuesday, September 23 or Wednesday, September 24) will work best to reschedule the Board of Directors meeting in September.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Vice-Chairperson Lynch and seconded by Director Gray to move Discussion Item 9.2 Ashley Memorial Dog Park before 4.0 Public Comment.

Roll Call Vote

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

Vice-Chairperson Lynch – Yes

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Payton Deem and Tani Deem wanted to let the Board of Directors and staff know about the issue that is happening with the Water Fowl at Meadow Vista Pond. Payton said that last week while they were cleaning up around the pond, they were told about an injured duck. Payton went to investigate and found that the duck was tangled in fishing line and had a hook in its bill and wing. Payton and Tani are hoping that they could put up signs letting people know of the issue with fishing line. Payton and Tani would like to work with ARD in setting up a Volunteer Clean-up day at the pond to remove all the fishing lines. Chairperson, Sue Ingle, suggested that they also work with Kurt Bertilson, Meadow Vista Park Partners.

5.0 CONSENT ITEMS

5.1 Review and approval of Minutes of the Board of Directors from May, 2025

5.2 Review of Cash Requirements for May, 2025 (Standing Finance Committee)

5.3 Review of Financials for May, 2025 (Standing Finance Committee)

5.4 Resolution #2025-18: Indemnifying Placer County for Collection of Atwood III Assessment (Standing Finance Committee)

5.5 ARD Policy Change Proposal: Elimination of PTO Buyout (Policy Committee)

A motion was made by Director Ainsleigh to pull 5.1 Review and approval of Minutes of the Board of Directors from May, 2025. Director Gray would like to pull 5.5 ARD Policy Change Proposal: Elimination of PTO.

Roll Call Vote

Director Ainsleigh – Yes

Director Gray – Yes

Director Holbrook – Absent

Chairperson Ingle - Yes

Vice-Chairperson Lynch – Yes

4 – 0 Motion carries.

A second motion was made by Director Gray and seconded by Vice-Chairperson Lynch to approve 5.1 Review and approval of Minutes of the Board of Directors from May, 2025.

Roll Call Vote

Director Ainsleigh – Yes

Director Gray – Yes

Director Holbrook – Absent

Chairperson Ingle - Yes

Vice-Chairperson Lynch – Yes

4 – 0 Motion carries.

A third motion was made by Director Ainsleigh and seconded by Chairperson Ingle to approve 5.5 ARD Policy Change Proposal: Elimination of PTO.

Roll Call Vote

Director Ainsleigh – Yes

Director Gray – Yes

Director Holbrook – Absent

Chairperson Ingle - Yes

Vice-Chairperson 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 #2025-16: A Resolution of the Board of Directors of the Auburn Area Recreation and Park District, Approving Engineer’s Report, Confirming Diagram and Assessment and ordering Levy of Assessment for Fiscal Year 2025 – 2026 for the Atwood Ranch III Landscaping & Lighting Assessment District

A motion was made by Director Gray and seconded by Director Ainsleigh to approve Resolution #2025-16: A Resolution of the Board of Directors of the Auburn Area Recreation and Park District, Approving Engineer’s Report, Confirming Diagram and Assessment and ordering Levy of Assessment for Fiscal Year 2025 – 2026 for the Atwood Ranch III Landscaping & Lighting Assessment District.

Roll Call Vote

Director Ainsleigh – Yes

Director Gray – Yes

Director Holbrook – Absent

Chairperson Ingle - Yes

Vice-Chairperson Lynch – Yes

4 – 0 Motion carries.

8.2 Resolution #2025-17: Transfer of \$1,000,000 to the General fund: \$500,000 from Future Capital Construction Reserves and \$500,000 of Equipment Reserves

A motion was made by Director Ainsleigh and Vice-Chairperson Lynch to approve Resolution #2025-17: Transfer of \$1,000,000 to the General fund: \$500,000 from Future Capital Construction Reserves and \$500,000 of Equipment Reserves.

Roll Call Vote

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

4 – 0 Motion carries.

8.3 LAFCO Nominations for Vacant Alternate Special District Commissioner

A motion was made by Vice-Chairperson Lynch and seconded by Director Gray to nominate Director Gray for the Vacant Alternate Special District Commissioner. Chairperson Ingle wanted to nominate Jim Holmes.

Roll Call Vote

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

3 – 1 Motion carries.

A second motion was made by Vice-Chairperson Lynch to rescind the original nomination of Director Gray to the LAFCO Vacant Alternate Special District Commissioner.

Roll Call Vote

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

4 – 0 Motion carries.

A third motion was made by Director Gray and seconded by Chairperson Ingle to nominate Jim Holmes to the LAFCO Vacant Alternate Special District Commissioner.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Yes

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

4 – 0 Motion carries.

8.4 Voting for CSDA Board of Directors – Seat B

A motion was made by Chairperson Ingle and seconded by Vice-Chairperson Lynch to nominate Steve Palmer for the CSDA Board of Directors – Seat B.

Roll Call Vote

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

2 – 1 - 1 Motion failed.

A second motion was made by Director Gray and seconded by Director Ainsleigh to nominate Scott Holbrook for the CSDA Board of Directors – Seat B.

Roll Call Vote

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

2 – 1 - 1 Motion failed.

A third motion was made by Chairperson Ingle asking that the Board of Directors to revote for the nomination of Steve Palmer for the CSDA Board of Directors – Seat B.

Roll Call Vote

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

4 – 0 Motion passed.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 Meadow Vista Park Partners Update – Kahl Muscott, District Administrator, provided an update and read a statement from the Meadow Vista Park Partners confirming that the

Meadow Vista spillway project was completed. Cathy Warford, Clerk to the Board, also handed out some graphics provided by the MV Park Partners.

9.2 Ashley Memorial Dog Park Discussion – was discussed. Although earmarked for donations to ARD 501 (3) (c) are always welcome, the Board urged users to work together as one unit.

9.3 County Mitigation Fund, current balance \$518,320 – was not discussed.

9.4 City Mitigation Fund, current balance \$197,818 (Available Funds - None) – was not discussed.

9.5 Placer County Investment Report as of April 30, 2025 – 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

13.1 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

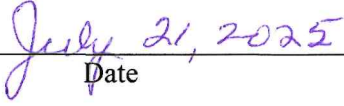
The Board came out of Closed Session at 7:55pm and reported that the District Administrator had received a rating of “Satisfactory” for the past year.

ADJOURNMENT

The meeting was adjourned at 8:02 PM.



Board Secretary



Date