

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, August 28, 2025 6:00 PM**

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

Absent: Chairperson Sue Ingle

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

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from, Youth Services Manager, Mark Brunner, to Program Leader III, Hailey Mendonsa, as employee of the month for August, 2025.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the agenda as written.

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Special Board of Directors from July, 2025**
- 5.2 Review and approval of Minutes of the Board of Directors from July, 2025**
- 5.3 Review of Cash Requirements for July, 2025 (Standing Finance Committee)**
- 5.4 Review of Financials for July, 2025 (Standing Finance Committee)**
- 5.5 Resolution #2025-23: Moving Residual Funds to the Placer Co. Future Capital Construction Fund and the Placer Co. Equipment Reserve Fund (Standing Finance Committee)**
- 5.6 Placer County Auditor-Controller MOU (Standing Finance Committee)**
- 5.7 Contract Approval for Sierra Pool Chlorine Generator Electrode Stack Replacement (Standing Finance Committee)**
- 5.8 Change \$3,000 Asset threshold to \$10,000 (Policy Committee)**
- 5.9 ARD Policy Change Proposal: P/T Dental Insurance with no Cost to the District (Policy Committee)**

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

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – Yes
Chairperson Ingle - Absent
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 Appointment for New Auditor

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve Nigro and Nigro as the auditor for the Fiscal Years ending 2026, 2027 and 2028.

Roll Call Vote

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

4 – 0 Motion carries.

8.2 Resolution #2025-24: Contract Approval for Regional Park Dry Creek Play Structure Replacement Project

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve Resolution #2025-24: Contract Approval for Regional park Dry Creek Play Structure Replacement Project with Kompan California Inc.

Roll Call Vote

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

4 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 California CLASS – this item was not discussed.

9.2 County Mitigation Fund, current balance \$518,320 – this item was discussed.

9.3 City Mitigation Fund, current balance \$199,105, all funds allocated – this item was discussed.

9.4 Placer County Investment Report as of June 30, 2025 – this 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 6:28 PM.

Cathy Wainford
Board Secretary

9/14/2025
Date