Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Tuesday, September 23, 2025 6:00 PM

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

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation and check from the Nick Willick, Mother Lode Foundation, for the ARD Youth Assistance Fund. Kahl Muscott, District Administrator, let the Board and Staff know that Nick Willick will be helping ARD rebuild the Gazebo at Recreation Park.

Presentation from, Facility and Grounds Manager, Jesse Williams, to Park Worker, Krystal Friel, as employee of the month for September, 2025. Unfortunately, Krystal could not make the Board of Directors meeting. Director Gray wanted to let the Board and Staff know how hard of a worker Krystal Friel is.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

4 – 1 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 August, 2025

5.2 Review and approval of Minutes of the Board of Directors from August, 2025

5.3 Review of Cash Requirements for August, 2025 (Standing Finance Committee)

5.4 Review of Financials for August, 2025 (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Vice-Chairperson Lynch to approve the Consent Items.

Roll Call Vote

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

5 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Board reports were provided to the Board under separate cover.

It was mentioned that Director Holbrook will be speaking on Thursday, September 25th at the Celebrate the Community Dinner.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Amending 2025/2026 Project List and CIP

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve Amending 2025/2026 Project List and CIP.

Roll Call Vote

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

4 – 1 Motion carries.

8.2 Request for Authorization to Contract for Accounting Software Implementation

A motion was made by Director Holbrook and seconded by Director Gray to approve Request for Authorization to Contract for Accounting Software Implementation.
Roll Call Vote

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

3 – 0 - 2 Motion carries.

8.3 Amendment of the Obsolescence List

A motion was made by Director Holbrook and seconded by Chairperson Ingle to approve Amendment of the Obsolescence List.

Roll Call Vote

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

3 – 1 - 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 Bermuda Grass at the Dog Park – was discussed. Director Gray would like this item to be brought back to Acquisition and Development Committee in October.
9.2 County Mitigation Fund, $518,320 - was not discussed.
9.3 City Mitigation Fund, current balance $199,105, all funds allocated - was not discussed.
9.4 California CLASS – was discussed.
9.5 Placer County Investment Report as of July 31, 2025 - was not discussed
9.6 CEPPT Account Update Summary as of June 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

None.

14.0 OPEN SESSION Report/Action on or About Closed Sesson

None.

ADJOURNMENT

The meeting was adjourned at 6:46 PM.

Cathy Dorfand   Sept 26, 2025
Board Secretary   Date