

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, November 20, 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 Muscett, District Administrator Veona Galbraith, Administrative Services Manager Mark Brunner, Recreation Services Kasey Casl, 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

None.

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 – Yes
Chairperson Ingle - Yes
Vice-Chairperson Lynch – Yes

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Director Gray mentioned that Jim Huddleston recently passed away. He also wanted to the Board and Staff to know that Carmel, California has banned pickleball at the only public park with courts.

Chairperson Ingle distributed the Board Procedures & Responsibilities to the Board of Directors. Chairperson Ingle thought the Board did an overall really good job with the Code of Conduct but she felt they could do a better job with respecting one another.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from October, 2025**
- 5.2 Review of Cash Requirements for October, 2025 (Standing Finance Committee)**
- 5.3 Amendments to Rec Aide III Job Description (Policy Committee)**

A motion was made by Director Holbrook and seconded by Director Gray 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.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

- 8.1 Proposed Changes to the Youth Assistance Fund/Creation of a Youth and Community Assistance Fund**

No motion was made on this item. The Board of Directors would like this item sent back to the Policy Committee for further review and discussion.

- 8.2 Proposed ARD Policy Modification: Reusable, recyclable or compostable food containers and utensils**

A motion was made by Director Holbrook and seconded by Director Ainsleigh to eliminate the Proposed ARD Policy Modification: Reusable, recyclable or compostable food containers and utensils

Roll Call Vote

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

3 – 2 Motion carries.

ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 9.1 County Mitigation Fund, \$518,320 – this item was not discussed.
- 9.2 City Mitigation Fund, \$390,333, with \$150,333, that is not encumbered – this item was not discussed.
- 9.3 California CLASS as of September 30, 2025 – this item was not discussed.
- 9.4 Placer County Investment Report as of June 30, 2025 – this item was not discussed.
- 9.5 CEPPT Account Update Summary – July through September Statement – 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 -

- 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 7:16 PM. There was no reportable action.

ADJOURNMENT

The meeting was adjourned at 7:17 PM.

Cathy Warford

Board Secretary

Nov. 24, 2025

Date