

**Auburn Area Recreation and Park District  
Minutes of the Program, Personnel, Policy, Fee & Legal  
Review Committee Meeting  
Wednesday, November 12, 2025 at 12:30 PM  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA 95603**

**1.0 CALL TO ORDER**

The meeting of the Program, Personnel, Policy, Fee & Legal Review Committee was called to order at 12:32 PM.

**ROLL CALL**

Director Ainsleigh and Director Holbrook were present.

**2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL**

The agenda was approved by the Committee as written.

**3.0 PUBLIC COMMENT- This is the time wherein any person may comment on Any item not on the agenda within the subject matter jurisdiction of the Committee. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limit of three minutes.**

None.

**4.0 BUSINESS**

**4.1 Approval of Minutes from the October, 2025 Program, Personnel, Policy, Fee & Legal Review Committee Meeting**

The Committee reviewed and approved the minutes from October 22, 2025, Program, Personnel, Policy, Fee & Legal Review Committee.

**4.2 Approval of Legal Bills**

There were none.

**4.3 Creation of a Youth and Community Assistance Fund**

Director Holbrook recommended that Youth Assistance Fund be the priority and a balance over \$25,000 be used for other community events. Director Ainsleigh suggested ARD leave as the Youth Assistance Fund and that any extra funding go towards programs and projects that benefit youth access to Recreation. This item will be forwarded to the Board of Directors.

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

Director Holbrook recommended that ARD eliminate the policy or as an alternative go with the proposed changes. Director Ainsleigh recommended going with the proposed changes, or as an alternative eliminating the policy. This item will be forwarded to the Board of Directors.

#### **4.5 Amendments to Rec Aide III Job Description**

Director Holbrook approves the staff's recommendation. Director Ainsleigh also approved. This item will be forwarded to Consent.

#### **Discussion items:**

None.

#### **5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE MEETINGS**

None.

#### **6.0 ITEMS PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

#### **ADJOURNED**

As there was no further business, the meeting was adjourned at 1:05 PM.

Cathy Wayford  
Board Secretary

11/17/2025  
Date