

FRIENDS OF THE AUBURN AREA RECREATION AND PARKS, INC. 501 (c) (3)
ADVISORY COMMITTEE AGENDA

WEDNESDAY, APRIL 22, 2026, 10:30 AM

CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection by contacting the District Administrator at kmuscott@auburnrec.com or by calling (530) 537-2186 (M-F).

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://us06web.zoom.us/j/88283921404>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 882 8392 1404 to participate.

People using the Zoom website will be able to see and hear the Committee, and the Committee will be able to hear the public. The Committee will not receive any visual/video from the public. This is done to avoid inappropriate visual content at the meeting.

Questions and comments can be sent via email to the District Administrator no later than one hour before the meeting. These emails will be read aloud at the meeting and responded to accordingly. Emails can be sent during the meeting, and staff will work to ensure that all are read, however the best way to have your comment heard is through the Zoom meeting or the associated phone number.

If you are a person with a disability and need an accommodation to participate in the District's programs, services, activities and meetings, contact Kahl Muscott at (530) 537-2186 or kmuscott@auburnrec.com at least 48 hours in advance to request an auxiliary aid or accommodation.

I. Call to Order

Chairman Lynch _____ Director Ingle _____

President Muscott _____ Treasurer Galbraith _____

Advisory Committee Chairman Bud Rietjens _____

Advisory Committee Member Heidi Rietjens _____

Advisory Committee Member Barbara Fralick _____

II. 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 Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.

III. Review and Approval of the January 21, 2026, Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) Advisory Committee Minutes. (Page 3)

IV. Review of the 501 (c) (3) Financials & Checks from the 501 (c) (3) account– as of March 31, 2026 – (See attachment). (Pages 4-7)

V. New Business

None

VI. Discussion

1. Review of the ARD – Auburn Pickleball Club MOU **(Pages 8-11)**
2. Auburn Pickleball Club Report **(Pages 12-13)**

VII. Adjournment

FRIENDS OF THE AUBURN AREA RECREATION AND PARKS, INC. 501 (c) (3)

This agenda is hereby certified to have been posted as follows:

April 17, 2026
Date

11:00 AM
Time

Cathy Wayford
Secretary to the Board

Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3)
Minutes of the
Meeting of the Advisory Committee
Wednesday, January 21, 2026, 11:00 AM
Canyon View Community Center
471 Maidu Drive, Auburn, CA

I. CALL TO ORDER

The Meeting of the Friends of the Auburn Area Recreation and Parks, Inc. was called to order at 11:02 AM by Chairman Lynch.

Members present were Chairman Mike Lynch, Director Ingle, President Kahl Muscott, Advisory Committee Chairman Bud Rietjens and Advisory Committee Member Barbara Fralick. Treasurer Veona Galbraith and Advisory Committee Chairman Heidi Rietjens were absent.

II. 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 Chairperson, please state your name address and for the record (optional). There is a time limitation of three minutes.

Advisory Committee Member Barbara Fralick wanted to check on her suggestion about themed playground.

III. Review and Approval of the December 31, 2025 Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) Advisory Committee Minutes.

The minutes were reviewed and approved by the Committee.

IV. Review of the 501 (c) (3) Financials and Checks from the 501 (c) (3) account – as of September 30, 2025.

The Committee reviewed and forwarded this item to the Consent Calendar for review and approval.

V. Public Comment

None.

VI. New Business

None.

VII. Discussion

Auburn Pickleball Club Report – an update was given by Barbara Fralick. Barbara stated that more Pickleball courts are needed.

VIII. ADJOURNMENT – As there was no further business, the meeting was adjourned at 11:25 AM.

Cathy Wayford
Board Secretary

Jan 27, 2026
Date

Friends of ARD
CHECK REGISTER REPORT

From: 1-1-26 TO: 3-31-26

Check Number	Vendor Check Name	Check Date	Amount
5928	ASCAP	1/8/2026	\$ 227.54
5929	Auburn Chamber of Commerce (Deposit for DF Billboard)	1/13/2026	\$ 495.00
5930	Department of Justice (Annual Registration Renewal)	2/25/2026	\$ 25.00
5931	Barbara Fralick (reimburse for purchase of pickleballs)	3/20/2026	\$ 91.65
5932	Amy Perkins (reimburse for PB Friday Night Lights Food)	3/20/2026	\$ 79.89
5933	Diane Shaw (reimburse for electronic tax filing for 501)	3/20/2026	\$ 90.00
5934	Recology (reissued lost check from 2025)	3/31/2026	\$ 680.66

DF = Ain't Necessarily Dead Festival Event

FT = Food Truck Fiesta Event

PB = Pickleball

Balance Sheet

3/31/2026

ASSETS

First Foundation Bank 501c3	27,314.42
First Foundation Bank (Pickleball Fund)	5,266.14
TOTAL ASSETS	32,580.56

LIABILITIES

TOTAL LIABILITIES	0.00
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NET POSTION

Retained Earnings	27,501.97
Net Profit (Loss)	5,078.59
TOTAL NET POSITION	32,580.56
TOTAL LIABILITIES AND NET POSITION	32,580.56

Profit and Loss - Detail

01/01/2025 - 3/31/2026

	Current Period	Actual YTD
<u>REVENUE</u>		
Pickleball Memberships	3,874.25	3,874.25
Donations - Pickleball	36.00	36.00
Donations - Dead Fest	1,000.00	1,000.00
Donations - Youth Assistance	1,250.00	1,250.00
<i>Total Grants and Donations</i>	\$6,160.25	\$6,160.25
 <u>Event Revenue</u>		
Pickleball Event Revenue	6.55	6.55
<i>Total Event Revenue</i>	\$6.55	\$6.55
TOTAL REVENUE	\$6,166.80	\$6,166.80
 <u>EXPENSES</u>		
<u>Admin and Professional Services</u>		
Pickleball - Payment Processing Fees Charged	52.63	52.63
Pickleball - Other Expenses	118.15	118.15
Legal Expenses	115.00	115.00
<i>Total Admin and Professional Services</i>	\$285.78	\$285.78
 <u>Donation Expenses</u>		
<i>Total Donation Expenses</i>	\$0.00	\$0.00
 <u>Total Event Expenses</u>		
Pickleball - Event Expense	79.89	79.89
Dead Fest Event Expense	608.77	608.77
Food Truck Fiesta Event Expense	113.77	113.77
<i>Total Event Expenses</i>	\$802.43	\$802.43
TOTAL EXPENSES	\$1,088.21	\$1,088.21

NET PROFIT (LOSS)

Current Period	Actual YTD
\$5,078.59	\$5,078.59

Discussion Item #1 - Cover sheet – Review of the ARD – Auburn Pickleball Club MOU

Friends of the Auburn Recreation District (501 c3) committee meeting, April, 2026

The Issue

A review of the MOU between the Auburn Area Recreation and Park District (ARD) and the Auburn Pickleball Club (APC), specifically in regards to financial reporting. Directors Lynch and Ingle requested this review.

Background

ARD and APC entered into a Memorandum of Understanding (MOU) in August, 2023. A copy of that MOU is attached.

Over the past year+, there have been issues with receiving timely and/or complete financial reporting from the APC. These delays and/or incomplete financial reports have caused operational issues for ARD staff.

Ideally, the APC would have complete financial information to ARD by the 8th of each month.

The ARD policies on MOU is as follows:

XIV. Policy on Memorandums of Understanding/Agreement and Public/Private Joint Ventures/Outside Entities Building on ARD Property (hereafter referred to as "Agreements")

All Agreements must be approved by the District Administrator and/or the Board of Directors.

The Board of Directors will be notified of all Agreements.

Agreements with an estimated annual value of less than \$25,000 may be approved by the District Administrator.

Agreements with an estimated annual value of \$25,000 or more will be approved by the Board of Directors.

Agreements without a maximum 90-day termination clause will be approved by the Board of Directors.

The District Administrator may forward any Agreement to the Board of Directors for approval.

Recommendation for the "Friends" Committee

Review and discuss. Provide recommendations as is appropriate.

Fiscal Impact

ARD has spent extra staff time trying to get complete financial information on time. The amount of extra time is unknown.

Attachments

MOU with the Auburn Pickleball Club

Memorandum of Understanding between the Auburn Pickleball Club and the Auburn Area Recreation and Park District for Operations and Administration of the Auburn Pickleball Club

Whereas, the Auburn Area Recreation and Park District (ARD) is a Special District created in 1948 to provide recreation and park services for the greater Auburn and Meadow Vista areas, and

Whereas the mission of ARD is to provide an excellent system of parks, recreation facilities, programs and services that enrich the lives, health and happiness of our citizens, and

Whereas, ARD is desirous of working with the community to form a pickleball club, and

Whereas, the Auburn Pickleball Club's (APC) mission is to provide organized recreational and competitive pickleball play by facilitating lessons, recreational and competitive play, and social events with the purpose of creating revenue to assist ARD in pickleball facilities use, upkeep and expansion., and

Whereas, ARD and the Auburn Pickleball Club agree that a mutual partnership to fundraise and administer a pickleball club is in the best interest of the community.

Now therefore, ARD and Auburn Pickleball Club hereby agree as follows:

- 1) The Auburn Pickleball Club acknowledges and understands that ARD pickleball courts, tennis courts and gymnasiums are public facilities and are used for a variety of classes, leagues, tournaments and general drop-in play. Auburn Pickleball Club use of these facilities will be scheduled with ARD in advance.
- 2) The Auburn Pickleball Club finances will operate through the "Friends of the Auburn Area Recreation and Park District" 501(c)(3)" organization. The Auburn Pickleball Club agrees that it will adhere to all "Friends" policies and procedures.
- 3) The Auburn Pickleball Club will have its own set of bylaws that provide instruction on how the Auburn Pickleball Club will operate.
- 4) All improvements to ARD facilities, other than routine maintenance, must be approved by ARD. Prior to beginning any project or phase of a project, funding must be in place. Routine maintenance shall be defined as clean up and repairs that do not alter the layout or features of an ARD facility.
- 5) The Auburn Pickleball Club agrees and understands that improvements may require permissions and permits from ARD and/or other governmental agencies. Proper time should be allotted to receive these permissions and permits.
- 6) Auburn Pickleball Club volunteers must follow ARD volunteer guidelines and rules.
- 7) ARD agrees that the Auburn Pickleball Club is not responsible for the conduct of members of the general public using the facilities during non-Auburn Pickleball Club usage.
- 8) ARD reserves the right to close facilities for any purposes deemed necessary.

Specifically, the Auburn Area Recreation and Park District (ARD) will be responsible for the following:

- a. Providing accurate information on calendars and facility availability
- b. Providing accounting and financial services for the Auburn Pickleball Club through the "Friends of the Auburn Area Recreation and Park District" 501(c)(3)". These accounting services do not include building, tracking or promoting membership in the Auburn Pickleball Club.

Specifically, the Auburn Pickleball Club will be responsible for the following:

- a. Providing financial and/or in-kind assistance for organized recreational and competitive pickleball play by facilitating lessons, recreational and competitive play, and social events with the purpose of creating revenue to assist ARD in pickleball facilities use, upkeep and expansion.
- b. Building, tracking or promoting membership in the Auburn Pickleball Club.
- c. Creation, monitoring and maintenance of an Auburn Pickleball Club website.

The term of this Memorandum of Understanding shall be one year, from the date of signing, with an automatic renewal at the end of each year unless terminated or amended. This MOU may be terminated by either party by giving the other party 90 days written notice. Notice must be delivered by certified U.S. mail to:

Auburn Area Recreation and Park District
c/o District Administrator
471 Maidu Dr. Suite 200
Auburn, CA 95603

Auburn Pickleball Club

Dated: _____

Kahl Muscott, ARD District Administrator

Dated: _____

Name, APC Chairperson

Friends of ARD April 2026

Auburn Pickleball Club Update for ARD Board of Directors April 2026

The Auburn Pickleball Club remains committed to our mission of being pickleball ambassadors for the greater Auburn area—and we are proud to report strong momentum.

Membership & Visibility

October 2026 will mark the 3rd year of APC. Our club currently has 146 members. Our website receives new visitors each month, indicating strong community engagement and ongoing curiosity about this fast-growing sport.

Community Engagement & Tournament Play

The Heroes Pickleball Tournament was a great success thanks to the staff at ARD. Due to rainy weather, we moved the tournament inside the Regional Gym. We went from 6 courts to 3 courts. ARD staff (Manouch, Scott & Randy) made sure we had access to everything we needed and moved bleachers and tables for us. Stand Up Placer CEO gave eye-opening statistics about sexual assault, domestic violence, and human trafficking in Placer County. Tournament players included Auburn Fire, Cal Fire, Cal State Park Rangers, Sac County Probation, Nevada County Sheriffs, and local community members. Our sponsors included A-Town Bikes & Pickleball, Auburn Total Health, Burn Boot Camp, DAR, Incredible Pets, Merrill Powers, Mike & Patsy Lynch, Never Better Coffee, and Sanda Strautman. We also had raffle prizes from Awful Annies, Burn Boot Camp, John Carter, Ginger Barrett, Green Acres, Placer County Sheriff, Ikedas, Old Town Pizza, and APC. The Summer Slam Tournament is coming up.

Indoor Play & Lessons

Jr. Pickleball Camp is available for ages 7-15 this summer. Tracy Houk will be teaching a fun, fast-paced introduction to pickleball.

I want to give a shout-out to Andie for her help. She encourages people to sign up for a membership of \$100 rather than pay \$60 for 20 wristbands. She also walks hesitant people over to the gym to meet us. All indoor play is scheduled on the PlayTime Scheduler app. You must be a member of the club or purchase a wristband to play indoors.

The Fun Committee

A huge shoutout to our Fun Committee, led by Kim and Amy, who have created a welcoming and upbeat atmosphere that encourages community participation. All events are posted on Playtime scheduler and are open to the public, with at least one court always reserved for drop-in play. Highlights include:

Queen of the Court – Tuesdays & Wednesdays (Summer and Winter)

Women's Ladder – Tuesdays (Spring and Fall)

Mixed Ladder – Wednesdays (Spring and Fall)

Monthly Public Events – Our next Friday Night Lights event is May 30th. Details and signups will be posted on the Play time scheduler app.

Welcome Committee

The Welcome Committee provides free lessons and helps integrate brand-new players into the local pickleball community. Flyers have been posted at Regional Park, School Park Preserve, and Meadow Vista. Our weekly emails provide information for lessons with a pro.

The Need for More Courts

We are currently attending A & D meetings to discuss locations for more courts.

Thank you for your continued support. We are excited to keep growing Auburn's pickleball presence with joy, inclusivity, and lots of good fun.

Warmly,

Barbara Fralick
On behalf of the Auburn Pickleball Club