



REGULAR MEETING

Chico Area Recreation and Park District Board

545 Vallombrosa Avenue, Chico, CA 95926 | (530) 895-4711

Thursday, April 27, 2023 – 4:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711

Posted prior to 4:00 PM
Monday, April 24, 2023

BOARD MEMBERS

Michael McGinnis, Chair
Dave Donnan, Vice Chair
Tom Lando
Christopher Norden
Michael Worley

CARD STAFF

Annabel Grimm, General Manager
Angela Carpenter, Finance Manager
Holli Drobny, Business Services Manager
Anjie Goulding, Recreation Manager
Scott Schumann, Park and Facility Manager

LEGAL COUNSEL

Jeff Carter

Zoom Meeting Information:

<https://card.zoom.us/j/81607636750?pwd=R1NNUkZPYi9ySGNsNVQ3OXh0U1hoZz09>

Meeting ID: 816 0763 6750

Passcode: 156857

A G E N D A

1. CALL TO ORDER

1.1. Roll Call

2. PUBLIC COMMENTS

Members of the public may address the Committee at this time on any matter not already listed on the Agenda, with comments being limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.

3. CONSENT AGENDA

3.1. Minutes of the Regular Meeting of the Board of Directors of March 29, 2023 -

Action Requested: Board of Directors approve the minutes.

3.2. Monthly Financial Report - *Action Requested: Board of Directors approve the Monthly Financial Report.*

4. REGULAR AGENDA

4.1. Committee Report Out – *Information provided/possible action*

4.1.1. Facility Committee

4.1.2. Finance Committee

4.2. Landscape and Lighting Assessment Districts (Staff Report 23-018) - *Action Requested:*

Board of Directors adopt Resolution 23-006.

Resolution 23-006 declares the Board's Intention to Continue to Levy the Assessments for Fiscal Year 2023-24, will Preliminarily Approving the Engineer's Reports, and providing for Notice of a Public Hearing on May 25, 2023, for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscaping and Lighting Assessment Districts

4.3. Resolution Adopting the Preliminary Budget for Fiscal Year 2023-2024 (Staff Report FI-23-013) - *Action Requested: Board of Directors adopt Resolution 23-007.*

Resolution 23-007 adopts the Preliminary Budget for the 2023-2024 fiscal year, makes it available for public inspection, and determines that the public hearing regarding the Preliminary Budget will be conducted on May 25, 2023, at the Regular Board Meeting, and the Board will consider adoption of the Final Budget for the Fiscal Year 2023-2024 at the Regular Board Meeting on June 22, 2023.

4.4. Items Removed from the Consent Agenda

5. UNFINISHED BUSINESS

5.1. Intention to Establish a Community Facilities District (Staff Report 23-019) - *Action Requested: Board of Directors approves Resolution 23-005 to conduct proceedings related to the establishment of a Community Facilities District (CFD).*

The District desires to proceed with the establishment of a CFD to provide funding for the annual operation, maintenance, and servicing of a new park development.

5.2. Chapman Park Renovation Bid Award (Staff Report FA-23-004) - *Action Requested: Board of Directors approves accept the lowest responsible bid proposal at the next regular meeting.*

District staff will present the three construction bid options that the District received related to the Chapman Neighborhood Park Renovation Project.

6. NEW BUSINESS

6.1. Temporary Staff – Finance Technician (Staff Report FI-23-015) - *Action Requested: Board of Directors approves the addition of a temporary, full time Finance Technician to the salary ordinance for two years, to expire on June 30, 2025.*

The District requires additional staffing in the Finance Department while they navigate the implementation of a new accounting system.

6.2. Resolution Adopting The California Uniform Public Construction Cost Accounting Act (Staff Report FI-23-016) *Action Requested: Board of Directors adopt Resolution 23-008.*

The District adopted the updated Purchasing and Procurement Policy at the March 29 Regular Board Meeting. Resolution R23-008 will allow for the District to adopt the

principles within the policy.

6.3. Community Center Construction (Staff report FA-23-005) - *Information provided/possible action.*

District staff will provide information related to a potential renovation in the Community Center to accommodate the growing workforce.

6.4. Community Park Lighting Reallocation of Funds (Staff report FA-23-007) - *Information provided/possible action.*

District staff will present a potential project to replace old lighting at Community Park using a reallocation of \$30,000 savings from the HVAC project at the DFJ.

6.5. Banner Sponsorship Program (Staff report FA-23-009) - *Information provided/possible action.*

District staff will present a potential framework for field users to utilize CARD parks for their internal sponsorship programs.

7. DIRECTOR COMMENTS

Opportunity for the Board to comment on items not listed on the agenda.

8. STAFF COMMENTS

Opportunity for District Staff to comment on items not listed on the agenda.

Recreation Update (Staff Report 23-020)

Parks and Facilities Update (Staff Report 23-021)

General Manager Update (Staff Report 23-022)

9. ADJOURNMENT

Adjourn to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.