
BOARD OF DIRECTORS REGULAR MEETING

Thursday, January 25, 2024 – 4:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711
Agenda posted prior to 4:00 PM Monday, January 22, 2024.

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 Director
Scott Schumann, Parks and Facilities Director

LEGAL COUNSEL

Jeff Carter

A G E N D A

Zoom Meeting Information:

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

Meeting ID: 816 0763 6750

Passcode: 156857

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 *Action Requested: Board of Directors approve the consent agenda.*

3.1. Minutes of the Special Meeting of the Board of Directors on December 12, 2023.

3.2. Minutes of the Regular Meeting of the Board of Directors on December 14, 2023.

3.3. November 2023 Monthly Financial Report (Staff Report FI-24-001)

3.4. Calendar for Fiscal Year 2024-2025 Budget Process (Staff Report FI-24-002)

4. REGULAR AGENDA

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

4.1.1. Finance Committee

4.1.2. Facility Committee (No meeting)

4.2. Updated Policies (Staff Report 24-001)- *Action Requested: Board of Directors approve updated policies.*

District Staff have updated the following policies to ensure compliance with the recent legislative requirements and District best practices:

- 3100 Accommodations for Disability
- 3102 Disciplinary Action
- 3106 Driver Training and Record Review
- 3124 Letters of Recommendation
- 3126 Nepotism
- 3141 Inclusive Workplace
- 3142 Whistleblowing
- 3146 Lactation Accommodation
- 3215 Receipt of Gifts
- 3300 Internet, E-Mail and Electronic Communications
- 3405 Bereavement Leave
- 3430 Holidays
- 3435 Jury Duty
- 3440 Leave for Crime Victims and Family Members
- 3445 Military Leave
- 34XX Cell Phone Stipend
- 34XX Organ and Bone Marrow Donor Policy
- 35XX Anti-Bullying Policy

4.3. Valley's Edge Memorandum of Understanding (MOU) (Staff Report 24-002) *Action Requested: Board of Directors approve the Valley's Edge MOU with the Master Developer and the acceptance of the proposed parks named in the MOU pending voter approval in March 2024.*

The Board will review edits to the previously examined MOU, which was created in collaboration with the Developer of Valley's edge and District staff.

4.4. General Manager Performance Evaluation *Action Requested: Board of Directors approve increase in the General Manager's salary.*

The General Manager is to receive a 5% increase in their salary based on the annual performance evaluation resulting in an annual salary of \$143,325.

4.5. 2023 Annual Impact Report Draft (Staff Report 24-003) *Information provided/Possible action.*

District staff will present a draft of Key Performance Indicators to the Board demonstrating the District's impact to the community in 2023.

4.6. Items Removed from the Consent Agenda

5. NEW BUSINESS

5.1. Open Account with Tri Counties Bank (Staff Report FI-24-003 & Resolution 24-001) - *Action Requested: Board of Directors approve Resolution 24-001.*

As the District explores financing opportunities for large-scale capital projects, maintaining accounts across multiple institutions will provide strategic benefits.

5.2. Authorizing Grant Application (Resolution 24-002) *Action Requested: Board of Directors approve Resolution 24-002.*

The District is requesting authorization to apply for the Outdoor Recreation Legacy Partnership (ORLP) Program. Grant funds can be used for the acquisition and/or development of, or to substantially renovate public parks and other outdoor recreation spaces.

5.3. 2024 Calendar of District Events (Staff Report 24-004) *Information Provided/Possible Action.*

District staff have selected dates for Community Events (free) and Special Events (admission required) for the Board of Directors to review.

5.4. Retention of New Legal Counsel (Staff Report 24-005) *Action Requested: Board of Directors approve the retention of Sac Valley Law Firm to provide legal services to the District.*

Following the retirement of the current Legal Counsel, the District has interviewed and selected a replacement for Legal Services.

5.5. Recognizing Jeff Carter for Distinguished Service (Resolution 24-003) - *Action Requested: Board of Directors approve Resolution 24-003.*

Jeff Carter has served as the Legal Counsel for the District for 36 years and will be recognized for his outstanding service through a Resolution.

6. DIRECTOR COMMENTS

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

7. STAFF COMMENTS

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

Recreation Update (Staff Report 23-006)

Parks and Facilities Update (Staff Report 23-007)

General Manager Update (Staff Report 23-008)

8. ADJOURNMENT

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