
BOARD OF DIRECTORS REGULAR MEETING

Thursday, December 11, 2025 – 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, December 8, 2025

BOARD MEMBERS

Tom Lando, Chair
Dave Donnan, Vice Chair
Michael McGinnis
Christopher Norden
Jason Roye

CARD STAFF

Annabel Grimm, General Manager
Phil Aviles, Finance and Human Resources Director
Holli Drobny, Administrative Director
Erin Morrissey, Recreation Director
Scott Schumann, Parks and Facilities Director

LEGAL COUNSEL

Jackson Glick, Sac Valley Law

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

3.1. Minutes of the Regular Meeting of the Board of Directors on October 23, 2025 - Action Requested: Approve the October meeting minutes.

3.2. October Monthly Financial Report (Staff Report FI-25-030) - Action Requested: Approve the monthly financials as recommended by the Finance Committee.

4. REGULAR AGENDA

4.1. Committee Report Out – Information provided/possible action

4.1.1. Finance Committee

4.1.2. Facility Committee (October 23, 2025, Meeting Packet)

- 4.2. Authorizing the Destruction of Records (Staff Report 25-063 & Resolution 25-018)
Action requested: Adopt Resolution 25-018 Authorizing the Destruction of Records in Accordance with Government Code §§60200–60203.

Staff recommends the Board authorize the destruction of records that have met or exceeded the retention periods outlined in the District’s Records Retention Schedule, pursuant to Government Code §60201.

- 4.3. Updated Policies (Staff Report 25-064) - *Action Requested: Board of Directors approves updated policies.*

The following policies need updating to align with current District practices and comply with governing statutes and Board direction.

- Policy 1060 – Digital Signature
- Policy 2170 – Refunds and Credits

- 4.4. 2026 District Event Calendar (Staff Report 25-065) *Information provided/possible action.*
District staff have selected dates for Community and Special Events for the Board of Directors to review.

- 4.5. Vending Machines on District Property (Staff Report FA-25-020) - *Action Requested: Board of Directors approve the installation of vending machines at various locations.*

District staff are requesting Board consideration and approval to allow the installation of vending machines at select Community Parks. The item includes discussion of proposed locations, vendor terms, and coordination with District operations and marketing.

- 4.6. Request for Proposals (RFP) for Construction of Henshaw Neighborhood Park (Staff Report 25-066) - *Action Requested: Board of Directors authorize staff to publish the RFP for the Construction of Henshaw Neighborhood Park.*

District staff request that the Board of Directors approve the release of the Request for Proposals (RFP) for the construction of Henshaw Neighborhood Park and authorize staff to proceed with issuing the RFP to qualified contractors.

- 4.7. Board Election of Officers and Committee Appointments *Action Requested: Board of Directors nominate and elect officers for Chair and Vice Chair to commence in January 2026.*

The Board will open nominations for the positions of Chair and Vice Chair. Nominations may be made by any Board member. Following the closure of nominations, the Board will vote to appoint officers for the upcoming term.

4.8. Items Removed from the Consent Agenda

5. NEW BUSINESS

There is no new business.

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 25-067)

Parks and Facilities Update (Staff Report 25-068)

General Manager Update (Staff Report 25-069)

8. ADJOURNMENT

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

9. CLOSED SESSION

Pursuant to Government Code 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation

Service Employees International Union (SEIU) Grievance

Pursuant to Government Code 54956.9 (d)(2): Conference with Legal Counsel – Anticipated Litigation

Consideration of gift restriction

Pursuant to Government Code 54957: Public Employee Performance Evaluation

General Manager