

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Thursday, December 11, 2025 – 4:00 P.M.

Board Members Present: Tom Lando, Chair
Dave Donnan, Vice Chair
Michael McGinnis, Board Member
Christopher Norden, Board Member
Jason Roye, Board Member

Staff Members Present: 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 Present: Jackson Glick, Attorney at Law

1. CALL TO ORDER

The meeting was called to order at 4:00, and a roll call was taken, as noted above.

2. PUBLIC COMMENTS

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.*

M/S/C/ (Directors McGinnis/Norden) Board of Directors approved the consent agenda.
The motion was unanimously approved.

4. REGULAR AGENDA

4.1. Committee Report Out – *Information Provided*

4.1.1. Finance Committee

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

The Facility Committee report was reviewed in detail, especially around agenda item 6, City of Chico Parks Discussion. Chair Lando requested that the acquisition of Depot Park be put on a future Regular Board Meeting.

4.2. Authorizing the Destruction of Records (Staff Report 25-063 & Resolution 25-018)

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.

M/S/C/ (Directors Norden/Donnan) Board of Directors approved Resolution 25-018, authorizing the destruction of public records in Accordance with Government Code §§60200–60203.

The motion was unanimously approved.

4.3. Updated Policies (Staff Report 25-064)

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

M/S/C/ (Directors Norden/McGinnis) Board of Directors approved the updated policies listed above.

The motion was unanimously approved.

4.4. 2026 District Event Calendar (Staff Report 25-065) *Information provided/possible action.*

The Board reviewed the calendar of events and no action was taken.

4.5. Vending Machines on District Property (Staff Report FA-25-020)

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.

M/S/C/ (Directors Donnan/McGinnis) Board of Directors approve the installation of vending machines at various locations.

The motion was unanimously approved.

4.6. Request for Proposals (RFP) for Construction of Henshaw Neighborhood Park (Staff Report 25-066)

District staff requested 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, pending financial outcome.

Discussion was primarily about funding the construction of the project, and the timing of releasing the RFP. District staff would like to wait until there is an update on pending grant awards.

M/S/C/ (Directors McGinnis/Donnan) Board of Directors voted to review this topic at a future Regular Board Meeting.

The motion was unanimously approved.

4.7. Board Election of Officers and Committee Appointments

The Board opened nominations for the positions of Chair and Vice Chair for 2026. For Board Chair, Norden nominated Donnan, Roye nominated McGinnis.

Votes for Donnan to serve at Board Chair are as follows:

Ayes: Norden

Noes: McGinnis, Roye, Lando

Votes for McGinnis to serve at Board Chair are as follows:

Ayes: Norden, Roye, Lando

Noes: Donnan

The motion for McGinnis to serve as Board Chair was approved, 3-1.

For Board Vice Chair, Donnan nominated Norden, Norden nominated Lando.

Votes for Norden are as follows:

Ayes: McGinnis, Roye, Donnan, Lando

The motion was unanimously approved. Votes were not taken for Director Lando.

Committee appointments will remain the same in 2026:

Facility Committee- Roye, Donnan

Finance Committee- McGinnis, Norden

5. **NEW BUSINESS**

There was no new business.

6. **DIRECTORS' COMMENTS**

7. **STAFF COMMENTS**

8. **ADJOURNMENT**

Adjourned 4:18PM 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

M/S/C/ (Directors Donnan/Norden) Board of Directors moved to reject the settlement from SEIU and to move to arbitration.

The motion was unanimously approved.

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

Consideration of gift restrictions.

Closed Session Announcement: Information given – No action taken.

Pursuant to Government Code 54957: Public Employee Performance Evaluation

General Manager

Closed Session Announcement: Information given – No action taken.