
BOARD OF DIRECTORS REGULAR MEETING

Thursday, October 22, 2026 – 4:00 P.M.

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

Documents produced and distributed less than 72 hours prior to or during
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This agenda was posted prior to 4:00 PM Monday, October 15, 2026

BOARD MEMBERS

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

DISTRICT STAFF

Annabel Grimm, General Manager
Scott Schumann, Assistant General Manager
Holli Drobny, Administrative Director
Erin Morrissey, Recreation 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 Board of Directors on any matter not listed on the Agenda and within the District's authority. Comments are limited to three minutes or as determined by the Chairman of the Board based on the number of speakers. The Board cannot act on requests made under this section of the agenda.

3. CONSENT AGENDA

3.1. **MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS ON
SEPTEMBER 15, 2026** – Action Requested: Approve meeting minutes.

3.2. **MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS ON
SEPTEMBER 24, 2026** – Action Requested: Approve meeting minutes.

- 3.3. **SEPTEMBER MONTHLY FINANCIAL REPORT** (Staff Report FI-26-25) – *Action Requested: Approve the monthly financials.*

4. REGULAR AGENDA

- 4.1. **UPDATED POLICIES** (Staff Report 26-62) – *Action Requested: Board of Directors approve the updated policies.*

District Staff have updated the following policies as part of the District's ongoing policy maintenance process to ensure compliance with current operations.

- Policy 2165- Procurement of Contractors and Consultants

- 4.2. Items Removed from the Consent Agenda

5. NEW BUSINESS

- 5.1. **CONSULTING SERVICES FOR MASTER PLAN AND NEXUS STUDY** (Staff Report 26-63) – *Action Requested: Approve a contract with Confluence Inc. for consulting services for the District's Master Plan and Nexus Study in an amount not to exceed \$65,000, approve a budget amendment of \$65,000 from General Fund reserves, and authorize General Manager to execute all necessary documents to proceed with the project.*

The District requires a consultant to assist with revisions to the Master Plan using the criteria needed for the Nexus Study. The Master Plan will guide how the District plans for parks, facilities, and recreation programs over the coming years, using community input and growth projections across the service area.

- 5.2. **CONCESSION VENDOR CONTRACTS – RAMBLE WEST** (Staff Report 26-64) – *Action Requested: Approve concession lease agreement with Ramble West for the Chico Bike Park and authorize the General Manager to execute all necessary documents to proceed with the agreement.*

The District is looking for concession partners to offer food and beverage service at the Bike Park, which is expected to open in early 2027. Staff will present the recommended vendor and the proposed agreement terms, including revenue share, contract length, and operating responsibilities.

- 5.3. **CONCESSION VENDOR CONTRACTS – LOVEBIRD COFFEE** (Staff Report 26-65) – *Action Requested: Approve concession agreement with Lovebird Coffee for the Chico Bike Park and authorize the General Manager to execute all necessary documents to proceed with the agreement.*

The District is looking for concession partners to offer food and beverage service at the Bike Park, which is expected to open in early 2027. Staff will present the recommended vendor and the proposed agreement terms, including revenue share, contract length, and operating responsibilities.

- 5.4. **PHASED DEVELOPMENT OF HENSHAW NEIGHBORHOOD PARK** (Staff Report 26-66) – *Action Requested: Information provided/possible action.*

The Board will review and discuss options for building Henshaw Park in phases or in its entirety. The discussion may cover how phasing could affect timelines, funding, and community access to new park space.

- 5.5. **DISTRICT REGISTRATION PLATFORM UPDATE** (Staff Report 26-67) – *Action Requested: Information provided/possible action.*

District staff will provide an update on the implementation and function of the District's registration software.

- 5.6. **APPROVE RIGHT-OF-WAY OFFER FROM THE CITY OF CHICO – 2027 ROAD REHABILITATION PROJECT AT PLEASANT VALLEY RECREATION CENTER** (Staff Report 26-68) – *Action Requested: Accept the City of Chico's offer of \$600 for a partial fee acquisition and temporary construction easement at 2320 North Avenue (APN 015-300-001) and authorize the General Manager to execute the Right of Way Contract and deed, and any additional necessary documents to proceed with the project.*

The City of Chico's 2027 Road Rehabilitation Project will improve North, Floral, and Mariposa Avenues between Manzanita Avenue and East Avenue. The work includes pavement reconstruction, ADA curb ramp upgrades, drainage and sewer improvements, and new signage and striping.

- 5.7. **HOOKE OAK COMMUNITY PARK SOFTBALL FENCE EXTENSION** (Staff Report 26-69) – *Action Requested: Award the contract for the Hooker Oak Community Park Softball Fence Extension project to Humboldt Fence Co. in the amount of \$53,211, with a minimum 15% contingency and authorize the General Manager to execute the contract and associated documents.*

To improve safety for spectators and passersby, the District plans to raise the outfield fence at Rex Murphy Field by about 10 feet by extending the existing fence poles and adding rope netting. The District received six bids, and Humboldt Fence Co. was the lowest responsible bidder. The project is part of the approved budget, with an allocation of \$100,000, so no additional funding is needed.

- 5.8. **RESTRUCTURE OF THE HUMAN RESOURCES AND FINANCE DEPARTMENT** (Staff Report 26-70) – *Action Requested: Staff recommends that the Board of Directors rescind its May 22, 2025 action approving Staff Report 25-032; remove the Human Resources and Finance Director classification from the District's salary schedule and restore the Finance Manager classification, as reflected in the amended salary schedule; and direct staff to complete an organizational assessment of the District's finance and human resources functions and return to the Board with a recommended structure.*

In May 2025, the Board approved combining the Human Resources Manager and Finance Manager positions into a single Director-level position (Staff Report 25-032).

- 5.9. **RESOLUTION HONORING DIRECTOR MICHAEL MCGINNIS FOR HIS SERVICE TO THE DISTRICT** (Staff Report 26-71 & Resolution 26-13) *Action Requested: Adopt Resolution 26-13 honoring Michael McGinnis for eight years of service on the Chico Area Recreation and Park District Board of Directors.*

The Board will recognize Director Michael McGinnis for eight years of dedicated service to the District and the Chico community. During his time on the Board, including his service as Chair, Director McGinnis helped guide the District through significant growth in its parks, facilities, and recreation programs.

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 26-72)

Parks and Facilities Update (Staff Report 26-73)

General Manager Update (Staff Report 26-74)

8. ADJOURNMENT

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