



**REGULAR MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
545 VALLOMBROSA AVENUE, CHICO, CA 95926**

**MINUTES
August 25, 2022**

- Board Members Present:** Michael McGinnis, Chair
Dave Donnan, Vice-Chair Member
Michael Worley, Board Member
- Board Members Absent:** Tom Lando, Board Member
- Staff Members Present:** Annabel Grimm, General Manager
Heather Childs, Finance Manager
Anjie Goulding, Recreation Manager
Scott Schumann, Parks and Facilities Manager
- Legal Counsel Present:** Jeff Carter, Attorney at Law

1.0 CALL TO ORDER

1.1 Roll Call

The meeting was called to order at 4:03 PM, and roll call was taken as noted above.

2.0 CORRESPONDENCE

There is no correspondence.

3.0 PUBLIC COMMENTS

There were no public comments.

4.0 PRESENTATIONS

There were no presentations.

5.0 CONSENT AGENDA

M/S/C/ (Directors Worley/Donnan) that the Board of Directors approves the consent agenda as presented.

The vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Lando

6.0 REGULAR AGENDA

No items were removed from the consent agenda.

7.0 UNFINISHED BUSINESS

7.1 Vacant Board of Director Position

The Elections Office contacted General Manager (GM) Grimm to inquire if the Board was going to appoint someone to the vacant Trustee Area (TA) 1 position. The Elections Office advised that the candidate filing period ended and no one declared candidacy in TA 1.

There was discussion about the effective date of the appointment. Legal counsel advised that the vacancy needed to be advertised.

M/S/C/ (Directors McGinnis/Donnan) that the Board of Directors authorize staff to take the necessary steps to advertise the vacancy and interviews would take place at the September 22, 2022 meeting and the Board would subsequently make an appointment until the next General Election in 2024.

The roll call vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Lando

8.0 NEW BUSINESS

8.1 Resolution 22-12 of the Board of Directors of the Chico Area Recreation and Park District Honoring Governing Board Member Thomas Nickell for his Years of Dedicated Service to the Chico Area Recreation and Park District

M/S/C/ (Directors McGinnis/Donnan) that the Board of Directors adopt Resolution 22-12 honoring Governing Board Member Thomas Nickell.

The vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Lando

8.2 Conversion of Two Extended Part-Time Positions to Full-Time

GM Grimm explained that there are changes happening to the Kindergarten After School Program (ASP) that may impact how the District serves CUSD in that area. In June, the Kinder Coordinator resigned, and the position is not being backfilled at this time. There is one extended part-time (PT) Coordinator left in ASP and that capacity would like to be used to help grow ASP by moving that position to full-time (FT).

GM Grimm also stated that the focus has been to have structural stability and address year-around needs. She requested to reallocate PT wages and benefits to the FT lines for a Maintenance Worker position in the Parks Division.

Director Worley stated that he likes the idea of having FT staff and that it provides the District and employee with stability.

M/S/C/ (Directors Worley/Donnan) that the Board of Directors approves the conversion of two PT position to FT.

The vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Lando

8.3 Accommodation and Inclusion Policy

The Accommodation and Inclusion Policy contains a provision for the storing and

dispensing medication to participants in District programs. During COVID in-person programs were not being held. Given the pause in programming, the training requirements needed to comply with the regulations to administer medication, in particular, epi pens, were not implemented. After discussion with SDRMA, the District's insurance provider, the practice needs to be reviewed.

There was discussion about the requirements of CPR and needs of participants. Chair McGinnis shared about the training protocols that were implemented and managed at ARC. Vice-Chair Donnan said it would be good to have staff qualified to conduct CPR.

GM Grimm stated that she would conduct further research on the requirements and logistics to offer this service and report back to the Board in at a future meeting.

M/S/C/ (Directors McGinnis/Donnan) that the Board of Directors suspend the storing and dispensing provision of the Accommodations and Inclusion Policy.

The vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Lando

9.0 BOARD OF DIRECTORS' REPORTS/SPECIAL ASSIGNMENTS

9.1 Facilities Committee

General Manager Grimm reviewed the Facilities Committee Staff Report with the Board.

10.0 DIRECTORS' COMMENTS

There were no Director's comments.

11.0 GENERAL MANAGER'S COMMENTS

GM Grimm confirmed that the River Road property where Scotty's Landing is currently located was transferred to the State in 1978. She also mentioned the District was in the process of having County property records corrected to reflect the transfer.

The Business Services Manager position interviews started that day. It was a very strong pool of 28 applicant and GM Grimm is confident there she will fill the position from this recruitment.

The Ann Willmann's plaque has been mounted to a stone at Centennial and is ready for the dedication ceremony. Staff is coordinating with Ann and Rotary on a date and time for the ceremony. Once the date is set, staff will send out calendar appointment to the Board.

The 23/24 incoming President for Rotary has been in contact about their annual project. They would like the project to work with CARD on that project. Parks Manager Schumann are working to put together a list of improvements and will bring the selected project to the Board for approval once Rotary considers the options.

GM Grimm announced that Parks Manager Schumann had secured a grant to fund 50% replacement of the Peterson and Hooker Oak play structures. She thanked Schumann for his hard work and persistence to obtain the grant. Chair McGinnis stated that staff should reach out to the City for the balance of the replacement.

Recreation Manager Goulding has been selected to participate in the inaugural Lead Program through the North Valley Community Foundation and will represent CARD. The program focuses on public service improvement to the Chico community.

12.0 STAFF COMMENTS

Park Manager Schumann provided an update for the installation of a memorial bench for Director Nickell. The memorial service organized by his family will take place on October 1 at Lakeside Pavilion. Schumann shared the location and images of the bench and dedication wording

13.0 ADJOURNMENT

There being no further business, the Regular Meeting of the Board of Directors was adjourned at 4:45 PM to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.