



**SPECIAL MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
545 Vallombrosa Avenue, Chico, CA 95926**

**MINUTES
April 15, 2016**

Board Members Present: Bob Malowney, Chair
Herman Ellis, Vice Chair
Jan Sneed, Board Member
Tom Lando, Board Member
Michael Worley, Board Member

Staff Members Present: Ann Willmann, General Manager
Jennifer Marciales, Executive Assistant

1.0 Call to Order

1.1 Roll Call

The meeting was called to order at 9:00 a.m., and roll call was taken as noted above.

2.0 Public Comments

There were no comments.

3.0 Electronic Board Packet Review

Staff provided electronic tablets to the Board and informed them that in an effort to go paperless with the Board packets, all documents will be provided electronically. The Board requested that paper agendas be provided to the Board at each meeting, and that the page numbers of the electronic document be provided for each agenda item.

4.0 Capital Improvement Plan Discussion

General Manager Willmann presented a PowerPoint presentation to the Board with regard to the District's current and future facility and maintenance needs.

General Manager Willmann reviewed the basics of a capital improvement plan, and noted that in order to have a comprehensive Master Plan, staff and the Board will need to (1) establish guidelines, (2) determine what would be considered a capital improvement, (3) establish a full inventory of facilities and equipment, (4) identify and prioritize future facility needs, (5) establish an annual capital budget, and (6) determine the amount of funds to set aside each year for future capital projects.

General Manager Willmann reviewed the District's short term and long term capital needs. She stated that staff is reviewing options for more energy efficiencies at the community centers. She noted that one item that staff is specifically researching is the

HVAC units at the community centers and possibly having split units in each room for more efficiency.

General Manager Willmann requested that a subcommittee be formed to work on developing a capital improvement plan.

Director Lando suggested that the District contract with someone to get accurate estimates to be included in the capital improvement plan.

Director Lando stated that the District needs to investigate assessment options, and retain an attorney who specializes in revenue measures.

M/S/C/ (Directors Lando/Ellis) that the Board of Directors directs the General Manager to consult with business professionals who have expertise on ballot and tax options, general obligation bonds, and assessments for a thirty million dollar bond with 218 projects broken down by units.

The vote was as follows: Ayes carried

Ayes: Malowney, Sneed, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: None

5.0 Adjournment

The Special Meeting was adjourned at 10:38 a.m. to the Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on April 21, 2016.

Respectfully submitted,

Ann Willmann, General Manager
Secretary to the Board