



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

**MINUTES
August 1, 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
Terry Zeller, Parks and Recreation Director
Olivia Wilson, Business Manager
Jennifer Marciales, Executive Assistant

1.0 Call to Order

1.1 Roll Call

The meeting was called to order at 1:00 p.m., and roll call was taken as noted above.

2.0 Public Comments

There were no comments.

3.0 Recommended Changes to Staffing Structure

General Manager Willmann informed the Board that Business Manager Wilson has given her resignation. She noted that in reviewing the District's operations, and how much CARD has grown over the years, she feels it would be beneficial to split the Business Manager's duties and have a Finance Manager and a Human Resources Manager. General Manager Willmann stated that the cost to the District to implement the proposed changes to the staffing structure would be \$14,601 to \$24,016 depending on whether they would be a PEPPRA or PERS member.

M/S/C/ (Directors Lando/Ellis) that the Board of Directors approves the proposed reorganization and include a full-time Finance Manager, a full-time Human Resources Manager, and extend the existing part-time Finance/HR Clerk position to a PERS position. The Board of Directors further approved the proposed salary schedule for these positions.

The vote was as follows: Ayes carried
Ayes: Malowney, Sneed, Ellis, Lando, Worley
Noes: None
Abstain: None
Absent: None

4.0 Adjournment

The Special Meeting was adjourned at 1:12 p.m. to the Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on August 18, 2016.

Respectfully submitted,

Ann Willmann, General Manager
Secretary to the Board