

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

January 25, 2024 – 4:00 P.M.

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

**Board Members Absent:** Michael Worley, Board Member

**Staff Members Present:** Annabel Grimm, General Manager  
Angela Carpenter, Finance Manager  
Holli Drobny, Business Services Manager  
Anjie Goulding, Recreation Manager  
Scott Schumann, Parks and Facilities Manager

**Legal Counsel Present:** Jeff Carter, 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

There were no public comments.

### 3. CONSENT AGENDA

- 3.1. Minutes of the Special Meeting of the Board of Directors on December 12, 2023.
- 3.2. Minutes of the Regular Meeting of the Board of Directors on December 14, 2023.
- 3.3. November 2023 Monthly Financial Report (Staff Report FI-24-001)
- 3.4. Calendar for Fiscal Year 2024-2025 Budget Process (Staff Report FI-24-002)

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

Absent: Worley

### 4. REGULAR AGENDA

- 4.1. Committee Report Out
  - 4.1.1. Facility Committee
  - 4.1.2. Finance Committee
- 4.2. Updated Policies (Staff Report 24-001)
  - 3100 Accommodations for Disability
  - 3104 Disciplinary Action
  - 3106 Driving for the District

- 3124 Employee References & Verification of Employment
- 3126 Nepotism
- 3141 Inclusive Workplace
- 3142 Whistleblowing
- 3146 Lactation Accommodation
- 3300 Internet, E-Mail and Electronic Communications
- 3405 Bereavement Leave
- 3435 Jury Duty
- 3440 Leave for Crime Victims and Family Members
- 3445 Military Leave
- 3497 Organ and Bone Marrow Donor Policy

**M/S/C/ (Directors Lando/Norden)** Board of Directors approved the updated policies listed above, with the stipulation that the limitation of the paid days for Jury Duty be removed.

**The motion was unanimously approved.**

Absent: Worley

4.3. Valley's Edge Memorandum of Understanding (MOU) (Staff Report 24-002)

**M/S/C/ (Directors Lando/Donnan)** Board of Directors approved the Valley's Edge MOU with the Master Developer and the acceptance of the proposed parks named in the MOU pending voter approval in March 2024.

**The motion was unanimously approved.**

Absent: Worley

4.4. General Manager Performance Evaluation

**M/S/C/ (Directors Lando/Norden)** Board of Directors approved an increase to the General Manager's salary by 5%, resulting in an annual salary of \$143,325.

**The motion was unanimously approved.**

Absent: Worley

4.5. 2023 Annual Impact Report Draft (Staff Report 24-003)

District staff presented a draft of Key Performance Indicators to the Board demonstrating the District's impact to the community in 2023.

## 5. NEW BUSINESS

5.1. Open Account with Tri Counties Bank (Staff Report FI-24-003 & Resolution 24-001)

**M/S/C/ (Directors Norden/McGinnis)** Board of Directors approved Resolution 24-001, allowing the District to move forward with opening an account with Tri Counties Bank.

Ayes: McGinnis, Norden

Absent: Worley

Abstain: Lando

Noes: Donnan

**The motion was approved.**

5.2. Authorizing Grant Application (Resolution 24-002)

**M/S/C/ (Directors Lando/McGinnis)** Board of Directors approved Resolution 24-002 authorizing the District to apply for the Outdoor Recreation Legacy Partnership (ORLP) Program. Grant funds can be used for the acquisition and/or development of, or to substantially renovate public parks and other outdoor recreation spaces.

**The motion was unanimously approved.**

Absent: Worley

5.3. 2024 Calendar of District Events (Staff Report 24-004)

The Board reviewed the 2024 calendar of Community Events (free) and Special Events (admission required).

5.4. Retention of New Legal Counsel (Staff Report 24-005)

**M/S/C/ (Directors Norden/Lando)** Board of Directors approved the retention of Sac Valley Law Firm to provide legal services to the District.

**The motion was unanimously approved.**

Ayes: Donnan, Lando, Norden

Absent: Worley

Abstain: McGinnis

5.5. Recognizing Jeff Carter for Distinguished Service (Resolution 24-003)

**M/S/C/ (Directors Lando/Donnan)** Board of Directors approved Resolution 24-003, recognizing Jeff Carter, who has served as the Legal Counsel for the District for 36 years.

**The motion was unanimously approved.**

Absent: Worley

## 6. DIRECTORS' COMMENTS

Lando expressed the desire to see the cost and revenue of the Ice-Skating Rink. McGinnis expressed that in the future the use of the Plaza bathrooms be reconsidered. Donnan said that he would like to see additional gates installed at the Pickel Ball courts.

## 7. STAFF COMMENTS

## 8. ADJOURNMENT

Adjourned at 4:47 to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.