

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Thursday, February 26, 2026 – 4:00 P.M.

Board Members Present: Michael McGinnis, Chair
Christopher Norden, Vice Chair
Tom Lando, Board Member
Jason Roye, Board Member

Board Members Absent: Dave Donnan, Board Member

Staff Members Present: Annabel Grimm, General Manager
Phil Aviles, Finance and Human Resources Director
Holli Drobny, Administrative Director
Erin Morrissey, Recreation Director
Scott Schumann, Parks and Facilities Director

Legal Counsel Present: Jackson Glick, 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 was no public comment.

3. CONSENT AGENDA

- 3.1. Minutes of the Regular Meeting of the Board of Directors on January 22, 2026 - *Action Requested: Approve meeting minutes.*
- 3.2. Minutes of Special Meeting of the Board of Directors on January 29, 2026- *Action Requested: Approve meeting minutes.*
- 3.3. January Monthly Financial Report (Staff Report FI-26-03) - *Action Requested: Approve the monthly financials as recommended by the Finance Committee.*
- 3.4. Fiscal Year 2024-2025 Audited Financials (Staff Report FI-26-04)- *Action Requested: the Board accepts the audit report for fiscal year 2024-2025 as prepared by Chavan & Associates, LLP.*
- 3.5. Award of Audit Services (Staff Report FI-26-05) - *Action Requested: Award a professional services contract for independent financial auditing services to the selected firm and authorize the General Manager to execute the agreement. The Board awards Chavin Associates the contract for the District financial auditing services.*

3.6. Award of Tax Assessment Services (Staff Report FI-26-06) - *Action Requested: Award a professional services contract for independent tax assessment services to the selected firm and authorize the General Manager to execute the agreement. The Board awards SCI the contract for the District Tax Assessment services.*

3.7. Community Park Road Extension Site Plan (Staff Report FA-26-05) – *Action requested: The Board approves the development of civil and landscape plans to proceed with the project.*

M/S/C/ (Directors Lando/Norden) Board of Directors approved the consent agenda with the exception of agenda items 3.5 and 3.6.

The motion was unanimously approved.

Absent: Donnan

4. REGULAR AGENDA

4.1. Committee Report Out – Information Provided

4.1.1. Finance Committee

4.2. Updated Policies (Staff Report 26-07)

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

- 2170 Refunds and Credits
- 3120 Pre-Employment Verification

M/S/C/ (Directors Roye/Lando) Board of Directors approved policies; 2170 Refunds and Credits and 3120 Pre-Employment Verification

The motion was unanimously approved.

Absent: Donnan

4.3. Financial Presentation (Staff Report 26-08)

A financial analysis of the current fiscal status of the Aquatic Center project was reviewed. General Manager Grimm presented an opportunity to engage in low to no-cost financing. There was discussion about the feasibility of this option and future payments. Legal advised that specific terms would need to be considered. The Board requested updates on the status of the loan in the future. No action was taken.

4.4. Acquisition of Depot Park (Staff Report FA-26-01) and (Resolution 26-01)

On January 6th, the City of Chico authorized the conveyance of the existing Depot Park to the District. On January 21st, the Facility Committee reviewed the feasibility of the operation and maintenance of the park and made a recommendation to the Board to accept the park.

M/S/C/ (Directors Lando/Norden) Board of Directors approved Resolution 26-01 which accepts the conveyance of Depot Park from the City of Chico and initiates the District operation and maintenance of the park.

The motion was unanimously approved.

Ayes: Landon, Norden, Roye,

Noes: McGinnis

Absent: Donnan

4.5. Items Removed from the Consent Agenda

Consent Agenda Item 3.5 Award of Audit Services (Staff Report FI-26-05)

Director Lando inquired about the method used to solicit proposals and the basis of the Finance Committee's recommendation. Staff advised that formal RFPs were solicited.

M/S/C/ (Directors INSERT/INSERT) Board of Directors The Board awards Chavin Associates the contract for the District financial auditing services, with the addition of language related to the timeliness of the delivery of the audit to be included in the final contract.

Consent Agenda Item 3.6 Award of Tax Assessment Services (Staff Report FI-26-06)

Director Lando inquired about the method used to solicit proposals and the basis of the Finance Committee's recommendation. Staff advised that formal RFPs were solicited.

M/S/C/ (Directors INSERT/INSERT) Board of Directors The Board awards SCI the contract for the District tax assessment services.

5. NEW BUSINESS

5.1. Standing Committees (Staff Report 26-09) – Discussion, possible action.

The Board of Directors will review the meeting cadence of the current standing committees, Finance and Facility.

M/S/C/ (Directors Lando/McGinnis) Board of Directors moved to employ an Ad Hoc Finance Committee, as needed.

The motion was unanimously approved.

Absent: Donnan

M/S/C/ (Directors McGinnis/Lando) Board of Directors moved to employ an Ad Hoc Facilities Committee, as needed.

The motion was unanimously approved.

Absent: Donnan

5.2. Creation of Assistant General Manager Position (Staff Report 26-10)

District staff are recommending the creation of a new executive-level position titled Assistant General Manager to support the continued growth and operational complexity of the District.

M/S/C/ (Directors Lando/Norden) Board of Directors approved the creation of a new Assistant General Manager position with an annual salary of \$180,000 and authorized staff to update the District's organizational structure and budget accordingly.

The motion was unanimously approved.

Ayes: Landon, Norden, Roye,

Noes: McGinnis

Absent: Donnan

5.3. Updated Salary Schedule (Staff Report 26-11)

A new salary is needed to reflect the pending position described in agenda item 5.2.

M/S/C/ (Directors Norden/McGinnis) Board of Directors approved the updated salary schedule to reflect the addition of the Assistant General Manager position.

The motion was unanimously approved.

Absent: Donnan

5.4. Addition of Solar Energy to Aquatic Center (Staff Report FI-26-07) - *Action Requested:*

Approve the addition of solar energy to be included at the Aquatic Center.

The Aquatic Center is currently under development, and the addition of solar energy would significantly impact the cost effectiveness of daily operations.

M/S/C/ (Directors Lando/Roye) Board of Directors approved the change order to include the cost of solar at the Chico Aquatics Center and include the additional budget allocation of \$1,200,628.

The motion was unanimously approved.

Absent: Donnan

6. DIRECTORS' COMMENTS

7. STAFF COMMENTS

Jackson Glick, Legal, reported that more information would be coming related to the requirements of SB-827, which covers financial training for Board Members. Director Norden mentioned that the California Special Districts Association has resources available to ensure compliance with this training.

8. ADJOURNMENT

Adjourned at 4:40PM to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.