



**CHICO AREA RECREATION AND PARK DISTRICT**  
**545 VALLOMBROSA AVENUE, CHICO, CA 95926**  
**Phone (530) 895-4711 Fax (530) 895-4721**  
**Thursday, November 21, 2019 – 6:00 p.m.**

*Posted Prior to 5:00 pm  
Friday, November 15, 2019*

**BOARD MEMBERS:**

Michael Worley, Chair  
Tom Lando, Vice Chair  
Thomas Nickell  
Dave Donnan  
Michael McGinnis

**CARD STAFF:**

Ann Willmann, General Manager  
Jason Bougie, Director of Parks and Recreation  
Heather Childs, Finance Manager  
Jennifer Marciales, Executive Assistant

**GENERAL INFORMATION:**

1. Agendas:

Agendas are available at the meeting or may be picked up in advance at the CARD Office the day prior to the Board meeting without charge.

2. Agenda Items:

Agenda items are available for public inspection at each meeting or in advance at the CARD Office the day prior to the Board meeting. Copies of agenda items will be available at 20¢ per page.

Notice: if a writing that is a public record pursuant to Government Code Section 54957.5(a) and that relates to an item on this agenda for open session is distributed less than 72 hours prior to this meeting, the writing shall be available for public inspection at the offices of the Chico Area Recreation and Park District, located at 545 Vallombrosa Avenue, Chico, California, at the time the writing is distributed to all or the majority of all of the members of the body.

3. Items Not Appearing On Posted Agenda:

This agenda was posted at least 72 hours in advance of this meeting. For each item not appearing on the posted agenda upon which the Board wishes to take action, it must make one of the following determinations:

- a. Determine by a majority vote that an emergency exists as defined in Government Code 54956.5.
- b. Determine by a two-thirds vote or by a unanimous vote if less than two-thirds of the Board is present, that the need to take action arose subsequent to the agenda being posted.
- c. Determine that the item appeared on a posted agenda for a meeting occurring not more than five calendar days prior to this meeting, and the item was continued to this meeting.

Notwithstanding the above, items may be added to the agenda for Board discussion only or to acknowledge receipt of correspondence or other information.

4. Consent Agenda: All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion. Resolutions will be read by title only. There will be no separate discussion of these items unless members of the Board, or persons in the audience, request specific items to be removed from the Consent Agenda to the Regular Agenda for separate discussion, prior to the time the Board votes on the motion to adopt the Consent Agenda. If any item(s) are removed from the Consent Agenda, the item(s) will be considered at the beginning of the Regular Agenda.
5. Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please contact the CARD Office at (530) 895-4711 at least 48 hours prior to the start of the meeting so the necessary arrangements can be made.
6. Identity of Speakers: Speakers are asked to state their names before speaking and to voluntarily write their names on the provided record.



**REGULAR MEETING OF THE CHICO AREA  
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS  
Thursday, November 21, 2019 – 6:00 p.m.**

*Posted Prior to 5:00 pm  
Friday, November 15, 2019*

**AGENDA**

**1.0 CALL TO ORDER**

1.1 Roll Call

**2.0 CORRESPONDENCE**

There is no correspondence.

**3.0 PUBLIC COMMENTS**

NOTE: The Chico Area Recreation and Park District Board of Directors may take official action only on items included in the posted agenda for a specific scheduled meeting. Items addressed during the Public Comment section are generally matters not included on the agenda and therefore, the Board will not take action at this scheduled meeting. However, such items may be put on the agenda for a future meeting. The public shall have the opportunity to address items that are on the posted agenda.

**4.0 PRESENTATIONS**

There are no presentations.

**5.0 CONSENT AGENDA**

5.1 Budget Calendar - *Action Requested – that the Board of Directors approve the Budget Calendar for Fiscal Year 2020-2021*

5.2 Minutes of the Regular Meeting of the Board of Directors of October 17, 2019  
*Action Requested – that the Board of Directors approve the minutes as submitted*

5.3 Monthly Bills and Refund Register - *Action Requested – that the Board of Directors authorize payment of the monthly bills and approve the refund register*

5.4 Monthly Financial Report - *Action Requested – that the Board of Directors review and approve the Monthly Financial Report*

**6.0 REGULAR AGENDA**

6.1 Items Removed from the Consent Agenda

**7.0 UNFINISHED BUSINESS**

7.1 District Update (Staff Report 19-54) – Staff will provide an update to the Board of current projects and District updates, including, but not limited to, the CARD Center Roof Project, Sports Field and Park Lighting Upgrades, Lakeside Pavilion Window Replacement, Rotary Work Day, Leaf Season, Senior Expo, Softball Tournament, Soggy Dog Day, Afterschool Program, Gov Invest Software, CalPERS Conference, Funding Measure Resolution, Security, and Marketing – *Information/Possible Action*

- 7.2 Ceres Avenue Park Project (Staff Report 19-55) - *Action Requested – that the Board of Directors review and direct staff to make any changes or modifications to the draft plan, approve the name of the park as Rotary Centennial Park, and authorize the General Manager to enter into a contract with Melton Design in an amount not to exceed \$74,000 to complete the final design, construction documents, and construction oversight for the park.*
- 7.3 Community Park Road Connection (Staff Report 19-56) - *Action Requested – that the Board of Directors further review this project in March 2020 and determine how to proceed.*
- 7.4 Off-Leash Dog Exercise Areas (Staff Report 19-57) - *Action Requested – that the Board of Directors approve the modifications to Section G. of the Rules and Regulations, and authorize staff to designate Heffren Field at Community Park, Hooker Oak Field at Hooker Oak Park between the hours of 7:00am and 9:00am, Monday through Friday as off-leash dog exercise areas, and Sycamore Field to follow the same regulations established for Bidwell Park. Staff requests that this be implemented on December 1, 2019 on a 90-day trial basis and be reevaluated at that time.*

## **8.0 NEW BUSINESS**

- 8.1 Approval of Audit Report for Fiscal Year 2018-2019 (Staff Report 19-58) - *Action Requested – that the Board of Directors accept the audit report for fiscal year 2018-2019 as prepared by K.Coe Isom.*
- 8.2 Reallocation of Project Funds (Staff Report 19-59) - *Action Requested – that the Board of Directors approve utilizing \$48,000 from project savings and unanticipated State revenue to proceed with (1) the implementation of Facility Dude Asset Management Software, (2) the changes needed to update the systems at the Chico Creek Nature Center, and (3) media upgrades at the CARD Community Center.*
- 8.3 Election of a Special District “Non-Enterprise” Member for the Butte County Special Districts Association (BCSDA) (Staff Report 19-60) - *Action Requested – that the Board of Directors direct staff how to proceed.*
- 8.4 December 2019 and January 2020 Board Meeting Schedule Change (Staff Report 19-61) - *Action Requested – that the Board of Directors cancel the December Regular Board Meeting, and move the Finance Committee Meeting to January 21, 2020, and the Regular Board Meeting to January 23, 2020.*

## **9.0 BOARD OF DIRECTORS’ REPORTS/SPECIAL ASSIGNMENTS**

- 9.1 Butte County Special Districts Association/LAFCO
- 9.2 Other Reports

**10.0 DIRECTORS' COMMENTS**

Opportunity for the Board to comment on items not listed on the agenda.

**11.0 GENERAL MANAGER'S COMMENTS**

11.1 General Manager's Update

**12.0 STAFF COMMENTS**

Opportunity for Staff to comment on items not listed on the agenda.

**13.0 ADJOURNMENT**

Adjourn to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.