



Regular Meeting Minutes
Monday, March 9, 2026
101 Meadowbrook Loop, Chester
Email: arpd01@frontier.com

Agenda Item	Discussion Item	Action
Director Roll Call/Quorum Est	The following Directors were present: x__ Director, Wally Bird x__ Treasurer, Susan Espana x__ President, Anne Kassebaum	
Additional Roll Call:	_x_ Secretary/ Office Manager, Chelsea Harrison	
1. Start meeting time	6:04pm	
2. Guests	Denise Kelly	
3. & 4. Corrections, Deletions, Additions Agenda	Susan requested to add MileHigh100 Susan motioned to approve Wally seconded	Approved
5. Public Comment on non-agenda items	None	
6. Public Comment for agenda items	None	
7. Review and approval of Minutes	Wally motioned to approve Anne seconded.	Approved
8. Treasurer's Report	Susan reported the budget to actual and cash reconciliation thru 2.28.26. Transfer of \$9335.55 from SNC Grant funds to General account is needed, Chelsea to process. (Incorrectly noted.) Wally asked if All Phase was paid for pavers, Chelsea confirmed. Anne motioned to approve Wally seconded.	Approved
	New Business	
9. Rental Fees and Charges	Discussion of past day rate being \$12.50 per hour. Discussion to change to a day rate became agreeable. Chelsea to develop a rental agreement with how many people , time of arrival and departure, description of activity, no alcohol.	

	Anne motioned to approve, Susan seconded	Approved
	Old Business	
10. Board Recruitment	Anne shared current projects and events with guest Denise. Denise is exploring the area and volunteer opportunities. She asked about the garden program. Denise shared some of the items she experienced with Chico Park department	
11. Mile High 100	Susan reported Aslans is submitting a quote for food. Susan to check with Elks about chaffing dishes. Westwood Chamber is interested in helping as a stop. More activity in registration and jersey sales. Susan presented Chelsea with a reimbursement request for the jerseys. Chelsea reported the permit is the process.	
12. SNC Bike Trail Grant Update	Susan shared that the County got information on zoning. They discussed the designation of the zone as public service area. There was a meeting March 2 for this discussion. Plumas County has been identified as the lead agency. Wally asked if there was any mention of fee for the rezoning process. Susan to verify. Collins donation agreement is still in progress.	
13. Field Maintenance	Susan motioned to approve \$2500 for a the golf cart located in Taylorsville . Anne seconded. Chelsea to work with seller and negotiate the best price.	Approved
14. Almanor Park	Susan reconciled the outstanding expenses on this grant. She is processing backup to bill for the retention plus 20%. Susan suggests the next project be shade structures. It was 70K per shade per the plans. She would like to revisit the design. Or she is suggested to add more plants. Anne agrees with shade project over picnic tables. Wally agrees with shade project.	
15. Chester Little League Contract	Chelsea to draft contract for board review then send to CLL president for signing.	
	Closed Session	
15. Administrative Contract Services	Nothing to report	
16. Litigation	Nothing to report.	
Meeting Adjourned	8:05pm	

The next regular meeting of the Almanor Recreation and Park District will be Monday, April 13, at 6pm.

ARPD Board Secretary