



CHICO AREA RECREATION AND PARK DISTRICT
545 VALLOMBROSA AVENUE, CHICO, CA 95926
Phone (530) 895-4711 Fax (530) 895-4721
Thursday, October 27, 2022 – 4:00 PM

*Posted Prior to 5:00 PM
Friday, October 21, 2022*

BOARD MEMBERS:

Michael McGinnis, Chair
Dave Donnan, Vice Chair
Tom Lando
Christopher Norden
Michael Worley

CARD STAFF:

Annabel Grimm, General Manager
Heather Childs, Finance Manager
Holli Drobny, Business Services Manager
Anjie Goulding, Recreation Manager
Scott Schumann, Park and Facility Manager

GENERAL INFORMATION:

1. Agendas:
Agendas are available on our website at <https://www.chicorec.com/board-meetings>.
2. Agenda Items:
Agenda items are available for public inspection. Staff reports and supporting documentation are available on our website at <https://www.chicorec.com/board-meeting>.
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.



**REGULAR MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
Thursday, October 27, 2022 – 4:00 PM**

*Posted Prior to 5:00 PM
Friday, October 21, 2022*

AGENDA

1.0 CALL TO ORDER

1.1 Roll Call

2.0 CORRESPONDENCE

Email received from Darcy Cooper on October 6, 2022.

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 Assembly Bill 361 – Teleconference Meetings - Action Requested – Board of Directors approve Resolution 22-13 authorizing teleconference meetings.

5.2 Minutes of the Regular Meeting of the Board of Directors of September 22, 2022.
Action Requested – Board of Directors approve the minutes as submitted.

5.3 Minutes of the Special Meeting of the Board of Directors of October 6, 2022
Action Requested – Board of Directors approve the minutes as submitted

5.4 Monthly Financial Report - Action Requested – Board of Directors approve the Monthly Financial Report.

6.0 REGULAR AGENDA

6.1 Items Removed from the Consent Agenda

7.0 UNFINISHED BUSINESS

7.1 Aquatic Facility Design Request for Proposal (Staff report 22-34)– Information/Possible Action – Discussion about funding sources for construction and ongoing operations of new aquatics facilities.

7.2 Meriam Park Development – (Staff report 22-35) *Information/Possible Action – Transfer of three Meriam Park Development parks and formation of Community Facilities (Park Maintenance) District.*

7.3 Off-Leash Dog Exercise Areas (Staff report 22-36)– *Information/Possible Action – Discussion about extending times and locations of off-leash dog exercise areas.*

8.0 NEW BUSINESS

8.1 Regular Board Meeting Date Change – *Action Requested – that the Board of Directors reschedule the November and December Regular Meeting date due to the holidays.*

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 CLOSED SESSION

13.1 Pursuant to Government Code § 54957 – Public Employment and Public Employee Performance Evaluation: General Manager

14.0 ADJOURNMENT

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

2.0 CORRESPONDENCE

From: Darcy Cooper <drcooper@gmail.com>

Sent: Thursday, October 6, 2022 3:12 PM

To: info <info@chicorec.com>

Subject: In Favor of Proposed Off-Leash Hours, Hooker Oak Park

This message is for the CARD Board of Directors.

Dear Board:

I am writing today to strongly support the proposal to extend off-leash areas in Hooker Oak park until noon each day, and to encourage off-leash hours in other local parks.

I would also like to take a moment to thank you so much for allowing dogs off-leash (currently from 7-9 am) in Hooker Oak park. My dog Milo has absolutely loved being able to go to the park and play safely with his many dog friends, even through the hot summer. The people who work at the park have been so friendly and nice, and often take a moment to say hi to Milo and his friends.

It's so important to have a cool, shady, safe space where friendly dogs can play off-leash without disturbing native plants or wildlife. For smaller dogs like Milo and his many small friends, the dog park at DeGarmo is not an option, since there is no fenced off Small Dog section. Hooker Oak has become a wonderful refuge for us in the mornings!

Thanks again for all you do! I'll leave you with a photo of Possum, Biscuit, and Milo.

Best Regards,
Darcy Cooper

darcy cooper





CHICO AREA RECREATION AND PARK DISTRICT

545 VALLOMBROSA AVE, CHICO, CA 95926
PHONE (530) 895-4711 FAX (530) 895-4721

RESOLUTION 22-13

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD FOR 30 DAYS PURSUANT TO THE RALPH M. BROWN ACT AND CALIFORNIA ASSEMBLY BILL 361.

WHEREAS, all meetings of the Board of Directors of the Chico Area Recreation and Park District (“Board”) are open and public, as required by the Ralph M. Brown Act (Cal. Gov’t Code section 54950 et seq.), so that any member of the public may attend, participate, and view the Board’s conduct while conducting their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, Government Code section 54953(e) requirements include but are not limited to (1) the existence of a state of emergency declared by the Governor pursuant to Government Code section 8625 and (2) State or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic and as of the date of this Resolution, the proclaimed state of emergency remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended and modified the teleconferencing requirements under the Brown Act (California Government Code Section 54950 et seq.) to allow local legislative bodies to hold public meetings via teleconference; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended the provisions of N-29-20 concerning the conduct of public meetings through September 30, 2021, and the Governor subsequently signed legislation revising Brown Act requirements for teleconferenced public meetings (Assembly Bill 361, referred to hereinafter as “AB 361”); and

WHEREAS, the Board has considered the circumstances of the state of emergency, including all information related to this matter, the associated staff report and other information relating to COVID-19 and AB 361; and

WHEREAS, based on the foregoing, the Board finds that meeting in person could pose imminent health and safety risks to attendees; and

WHEREAS, in light of the foregoing, the Board desires to continue to have the flexibility to meet via tele/video conference and the Board finds that it shall be permitted to conduct its meetings by teleconferencing without compliance with Government Code section 54953(b)(3) pursuant to section 54953(e), and such meetings shall comply with the requirements to provide the public with access to the meetings as prescribed by section 54953(e)(2).

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Chico Area Recreation and Park District hereby finds as follows:

1. The facts set forth in the above recitals are true and correct and incorporated into this resolution by reference.

2. Pursuant to the Governor's COVID-19 State of Emergency Declaration issued on March 4, 2020, the proclaimed State of Emergency in the State of California currently exists.

3. That meeting in person in the next 30 days could pose imminent health and safety risks to attendees; and

4. That the Board approves meeting via teleconference for all Regular and Special Meetings of the Board for the 30 days following this Resolution, in accordance with Government Code Section 54953(e)(1)(C) and other applicable provisions of the Brown Act.

5. This Resolution shall take effect immediately upon its adoption and shall be effective until **26th day of November, 2022**, or at such time the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board may continue to teleconference without compliance with Section 54953(b)(3) of the Brown Act.

PASSED AND ADOPTED by the Board of Directors of the Chico Area Recreation and Park District this **27th day of October 2022**, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Michael McGinnis
Board Chair

Annabel Grimm
Secretary to the Board



**REGULAR MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
MINUTES
(DRAFT)
September 22, 2022**

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

Board Members Absent: Michael Worley, Board Member

Staff Members Present: Annabel Grimm, General Manager
Anjie Goulding, Recreation Manager
Scott Schumann, Parks and Facilities Manager
Heather Childs, Finance Manager

1.0 CALL TO ORDER

1.1 Roll Call

2.0 CORRESPONDENCE

None.

3.0 PUBLIC COMMENTS

None.

4.0 PRESENTATIONS

None.

5.0 CONSENT AGENDA

M/S/C/ (Directors Lando/Donnan) Board of Directors approved the consent agenda.

The vote was as follows: Ayes carried

Ayes: Lando, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Worley

6.0 REGULAR AGENDA

No items were removed from the consent agenda.

7.0 UNFINISHED BUSINESS

7.1 Aquatics Facility Funding Plan

The discussion primarily focused on the costs associated with building and operating an aquatic facility. In June, the Board authorized staff to pursue a 10-acre property donation. The prospective donors requested an update on the District's interest in the property and progress toward a funding plan. Director Lando asked if there are funds to design and go to bid for the aquatic facility. GM Grimm confirmed that there is, and once the facility design is completed, the District can move forward with determining programming to meet the needs of the community. There was a conversation about the timeline to obtain another conceptual design and the timeliness of responding to the donors.

M/S/C/ (Directors Lando/Donnan) To obtain a quote from a design firm and bring back to the next meeting.

The vote was as follows: Ayes carried

Ayes: Lando, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Worley

7.2 Interviews and Appointment of Trustee Area 1 Board Member – Action Requested – That the Board of Directors interview, select, and appoint a Board Member for Trustee Area 1.

Materials for the applicants (Lee Carrell, Kate Copeseeley, Jon Kressin, Christopher Norden) for the Trustee Area 1 Board Member position were reviewed, and applicants were interviewed. The consensus was that all applicants would be excellent candidates, and were encouraged to run in the next election.

M/S/C/ (Directors Lando/Donnan) To appoint Christopher Norden to the CARD Board of Directors.

The vote was as follows: Ayes carried

Ayes: Lando, Donnan

Noes: None

Abstain: McGinnis

Absent: Worley

8.0 NEW BUSINESS

8.1 Meriam Park Development (Staff report 22-102 item 2) – *Information/Possible Action – Transfer of three Meriam Park Development parks and formation of Community Facilities (Park Maintenance) District.*

The District is obtaining 3 new parks through the Meriam Park Development; Park A, Park B, and Indigo Park (Park D). Park A is being expanded, Park B is not being developed yet, and Park D will be complete in 60 days. Funding for the maintenance

of these parks is being explored. Director Lando requested staff to seek funding mechanisms, and that staff maintenance cost estimates at a future meeting.

M/S/C/ (Directors Lando/Donnan) District staff to create and report back on costs of maintenance for each Park A, B, and D.

The vote was as follows: Ayes carried

Ayes: Lando, Donnan, McGinnis

Noes: None

Abstain:

Absent: Worley

9.0 BOARD OF DIRECTORS' REPORTS/SPECIAL ASSIGNMENTS

9.1 Facilities Committee – (Staff Report 22-102) September 15, 2022 Meeting

The committee reviewed the Meriam Park development, potential aquatics facility, and Chapman Renovation project. The District will be putting out a survey to the community related to additional options for off-leash opportunities. There were 2 well pump failures this year, and the District is exploring putting out a Request For Proposals for someone to inspect all the wells. There were no updates on the Capital Improvement Plan. The District is exploring resurfacing some outdoor basketball courts with a synthetic material that lasts longer and with less maintenance. Director Donnan suggested there be more doggy bag stations at Hooker Oak Park.

10.0 DIRECTORS' COMMENTS

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

The Board of Directors held a discussion related to Bidwell Park and the potential for the District to maintain it.

11.0 GENERAL MANAGER'S COMMENTS

11.1 General Manager's Update

General Manager Grimm met with the City of Chico Manager last week about programs at Tiger Ponds. She also met with the staff in the Planning and Engineering departments about the MOU related to new park development. When a developer proposes a park map to the City, the District should also have the opportunity to provide input on the design. This process had not been well defined, and turnover in both organizations had led to some gaps. Director Lando requested a copy of the MOU and suggested a review to see if changes to the MOU were needed.

GM Grimm reported that the Recreation Manager Goulding, Parks Manager Schumann, and herself attended the Butte County General Plan Update open session. The developer of Valley Edge was at the event and discussed the addition of another Community Park. It was noted that this development could be controversial and that

staff would be cognizant of the project through the planning process.

GM Grimm reported that the California Department of Public Health lifted vaccination verification for school workers.

The ceremony recognizing Ann Willmann will be held at Rotary Centennial Park on October 18 at noon. The Board was invited to attend.

The new Business Services Manager has been hired and will start on October 3.

12.0 STAFF COMMENTS

Parks Manager Scott Schumann reported that the HVAC system at the Dorothy F. Johnson Center is almost complete and that the District received the mower that had been approved in the FY20/21 budget but was delayed due to supply chain issues.

Recreation Manager Goulding shared that there will be a Monster Mash Tournament on October 22 with costumes, and it is always a fun event.

13.0 CLOSED SESSION ANNOUNCEMENT

The Board heard from legal counsel regarding potential litigation and gave direction to the staff.

14.0 ADJOURNMENT

There being no further business, the Regular Meeting of the Board of Directors was adjourned at 6:00 p.m. to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.



**SPECIAL MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
MINUTES
(DRAFT)
October 06, 2022**

Board Members Present: Michael McGinnis, Chair
Dave Donnan, Vice-Chair Member
Michael Worley, Board Member
Christopher Norden, Board Member

Board Members Absent: Tom Lando, Board Member

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

1.0 CALL TO ORDER

1.1 Roll Call

The meeting was called to order at 4:00, and a roll call was taken, as noted above.

2.0 Public Comments

There are no public comments, but local media was present.

3.0 Aquatics Facility Design (Staff Report 22–32) – *Action Requested – That the Board discuss the facility amenities and authorize staff to enter the design phase of the aquatic center project.*

Discussion:

General Manager Grimm presented the background related to the project, including the District's current fiscal position and future funding options.

Donnan requested more information on the 2016 feasibility study and if that information can be used in the current process. Grimm reported that the District would go directly to the Request for Proposals (RFP) process to bypass the need for an additional feasibility study.

McGinnis shared concern over committing \$900k to the RFP process. Grimm clarified that this amount of money would be for construction plans, drawings, and technical specifications, and the RFP process would not have associated costs. The RFP process would also demonstrate the District's commitment to accepting the land donation.

McGinnis requested to structure the RFP process in a phased approach, and he would like to see a scope of work before approving the request. Grimm responded that by approving this request, the District would begin initiating the RFP process. Through the RFP, the District would request creative architectural ideas to maximize dollars and meet

the community's needs.

Worley expressed concern over if the donation of the land would be fully executed. He agreed that a pre-pandemic concept (referring to the 2016 feasibility study) would not be appropriate. Worley described that there is always the possibility of not moving forward with the project. He requested that a draft scope of work be presented to the Board.

The discussion revolved around land donation, construction costs, and the benefits of an RFP.

M/S/C/ (Directors Worley/Norden) Board of Directors requests staff return with a proposed scope of work for the aquatic facility design RFP at the next regular Board meeting for discussion.

The vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan, Norden

Noes: None

Abstain: None

Absent: Lando

4.0 Basketball Court Resurfacing (Staff Report 22–33) – *Action Requested – That the Board authorize a budget increase of \$77,000 for the Hooker Oak and Rotary Park basketball court resurfacing projects.*

General Manager Grimm presented the background related to the project, including that the Board approved the resurfacing of the basketball courts within the 22/23 budget. The need for the proposed budget increase is related to transitioning to a material that would diminish the need for maintenance and increase the longevity of the court, resulting in future cost savings.

Worley suggested that this material become the standard surface for outdoor basketball courts throughout the District.

M/S/C/ (Directors Worley/Donnan) that the Board authorizes a budget increase of \$77,000 for the Hooker Oak and Rotary Park basketball court resurfacing projects.

The vote was as follows: Ayes carried

Ayes: Worley, McGinnis, Donnan, Norden

Noes: None

Abstain: None

Absent: Lando

4.0 Adjournment

Adjourn at 4:50 PM to the Regular Meeting of the Chico Area Recreation and Park District

Board of Directors on October 27, 2022.



FINANCE COMMITTEE AGENDA
A Committee of the Chico Area Recreation and Park District
Board Members – Tom Lando and Michael McGinnis
545 Vallombrosa Avenue, Chico, CA 95926
Phone (530) 895-4711 Fax (530) 895-4721
Thursday, October 27, 2022 – 3:30 PM

*Posted Prior to 5:00 PM
Friday, October 21, 2022*

AGENDA

A. Call to Order

B. Public Comments

Members of the public may address the Committee at this time on any matter not already listed on the Agenda, with comments being limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.

C. Monthly Financial Report for September 2022 - *Action Requested – that the Committee recommend to the Board of Directors that they approve the Monthly Financial Report.*

D. Directors' Comments

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

E. Adjournment

Adjourn to the next scheduled Finance Committee Meeting.



Chico Area Recreation and Park District “Helping People Play”

STAFF REPORT

DATE: October 27, 2022
TO: Finance Committee
FROM: Annabel Grimm, General Manager
SUBJECT: First Quarter Financials - *Revised*

There are a few items to note in quarter one (7/1/22-9/30/22) financials.

- Funds were reallocated from ‘Contract Services’ to accounts that will record recruitment, technology, and service expenses.
- The Roving Crew truck approved in the 2021/22 budget was carried over to the 2022/23 budget.
- Combined salaries and benefits costs are at 28.5%.
 - The CalPERS UAL payment of \$235K inflates the year-to-date percentage.
- Operating expenses are at **28%** of the overall budget.
 - ‘Technology Hardware’ includes a 2021/22 expense for computers of \$14,600.
 - There are several one-time purchases of equipment and small tools to outfit the new Projects Crew.
 - ‘Structures and Grounds’ encompass deferred maintenance material expenses budgeted in the District Wide Deferred Maintenance capital project line. There is also an expense of \$12,500 for the repair of a water meter at Hartley Park that the City of Chico will reimburse.
 - ***‘Electricity’ and ‘Gas’ contained prior year expenses and were corrected to reflect expenses from July through September. Attached are the revised financial statements.***
- Program observations:
 - Aquatics – services were not provided at Sycamore Pool due to a lifeguard shortage.
 - Adult sports – comparatively, revenue is in line with 2021/22. Expenses are up due to additional staffing and training as the District works to change the culture in adult sports, coupled with turnover in seasoned staff.
 - Seniors – Trips and tours are later in the year.



FINANCIAL STATEMENTS

FISCAL YEAR 2022/2023

SEPTEMBER 2022

**CHICO AREA RECREATION AND PARK DISTRICT
FINANCIAL STATEMENTS - TABLE OF CONTENTS
SEPTEMBER 2022**

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GENERAL FUND - FUND 2490

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Note: This completes 3 months of the fiscal year and represents 25% of the year.

CHICO AREA RECREATION AND PARK DISTRICT
 BALANCE SHEET SUMMARY - ALL FUNDS
 SEPTEMBER 2022



	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
ASSETS							
CASH	7,958,705	5,553,070	411,868	-	-	83,428	14,007,071
FMV ADJUSTMENT (GENERAL FUND)	-	-	-	-	-	-	-
RECEIVABLES	1,854,405	-	23,750	-	-	-	1,878,155
DUE FROM OTHER FUNDS	97,799	1,353,197	-	-	-	-	1,450,997
TOTAL CURRENT ASSETS	9,910,909	6,906,268	435,618	-	-	83,428	17,336,223
PREPAID EXPENSES	-	-	-	-	-	-	-
FIXED ASSETS	43,280,933	-	-	-	-	-	43,280,933
ACCUMULATED DEPRECIATION	(16,783,037)	-	-	-	-	-	(16,783,037)
SUBTOTAL	26,497,896	-	-	-	-	-	26,497,896
TOTAL ASSETS	36,408,805	6,906,268	435,618	-	-	83,428	43,834,119
TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68	1,437,135	-	-	-	-	-	1,437,135
LIABILITIES							
ACCOUNTS PAYABLE	218,597	-	-	-	-	-	218,597
ACCRUED EXPENSES	387,186	-	-	-	-	-	387,186
DUE TO OTHER FUNDS	1,353,197	-	-	35,144	28,530	34,081	1,450,953
OTHER LIABILITIES	1,309,783	-	-	-	-	-	1,309,783
TOTAL CURRENT LIABILITIES	3,268,763	-	-	35,144	28,530	34,081	3,366,519
LONG-TERM DEBT							
NET PENSION LIABILITY	2,673,147	-	-	-	-	-	2,673,147
LIABILITY FOR COMPENSATED ABSENCES	263,428	-	-	-	-	-	263,428
SUBTOTAL	2,936,575	-	-	-	-	-	2,936,575
TOTAL LIABILITIES	6,205,339	-	-	35,144	28,530	34,081	6,303,094
TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68	387,623	-	-	-	-	-	387,623
FUND BALANCE							
RESTRICTED	-	5,386,172	416,828	-	-	80,921	5,883,920
SPENDABLE - COMMITTED	2,501,500	-	-	-	-	-	2,501,500
SPENDABLE - ASSIGNED	-	-	-	-	-	-	-
SPENDABLE - UNASSIGNED	3,697,686	-	-	-	-	-	3,697,686
NON-SPENDABLE	26,497,896	-	-	-	-	-	26,497,896
FUND BALANCE	32,697,082	5,386,172	416,828	-	-	80,921	38,581,002
TOTAL NET INCOME (LOSS)	(1,603,020)	1,520,096	18,790	(35,144)	(28,530)	(31,573)	(159,381)
CURRENT YEAR NET INVESTMENT IN CAPITAL ASSETS	(158,916)						
TOTAL FUND BALANCE	31,252,978	6,906,268	435,618	(35,144)	(28,530)	49,348	38,580,537

CHICO AREA RECREATION AND PARK DISTRICT
SUMMARY - ALL FUNDS
SEPTEMBER 2022



	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
REVENUE							
FEE BASED PROGRAM INCOME	1,074,525	-	-	-	-	-	1,074,525
OTHER INCOME	196,967	-	-	-	-	-	196,967
RDA PASSTHROUGH	-	-	-	-	-	-	-
INVESTMENT INCOME	-	-	-	-	-	-	-
TAX INCOME / COUNTY	-	-	-	-	-	-	-
PARK IMPACT FEES	-	1,353,197	7,125	-	-	-	1,360,322
ASSESSMENTS	-	-	-	-	-	-	-
OPERATING TRANSFER IN	-	-	-	-	-	-	-
TOTAL REVENUE	1,271,492	1,353,197	7,125	-	-	-	2,631,814
EXPENSE							
SALARIES & BENEFITS	2,086,205	-	-	31,479	24,785	31,479	2,173,948
SERVICES & SUPPLIES	791,964	-	-	3,666	3,745	2,602	801,977
OPERATING TRANSFER OUT	-	-	-	-	-	-	-
CONTRIB. TO OTHER AGENCIES	9,997	-	-	-	-	-	9,997
CONTINGENCIES	-	-	-	-	-	-	-
NOTES PAYABLE / LEASE PYMTS	-	-	-	-	-	-	-
TOTAL EXPENSE	2,888,167	-	-	35,144	28,530	34,081	2,985,922
NET REVENUE BEFORE SPECIAL EXPENSE	(1,616,675)	1,353,197	7,125	(35,144)	(28,530)	(34,081)	(354,108)
SPECIALLY ALLOCATED ITEMS							
DEPRECIATION	216,171	-	-	-	-	-	216,171
FAIR MARKET VALUE ADJUSTMENT	(229,827)	(166,899)	(11,665)	-	-	(2,507)	(411,395)
TOTAL SPECIALLY ALLOCATED	(13,655)	(166,899)	(11,665)	-	-	(2,507)	(195,224)
REVENUE OVER (UNDER)	(1,603,020)	1,520,096	18,790	(35,144)	(28,530)	(31,573)	(158,883)
CAPITAL ASSETS AND REPAIR PROJECTS							
CAPITAL / REPAIR PROJECTS	491,990	-	-	-	-	-	491,990
CAPTIAL PROJECTS REIMBURSEMENT	650,906	-	-	-	-	-	650,906
NET CAPITAL PROJECTS	(158,916)	-	-	-	-	-	(158,916)
TOTAL REVENUE OVER (UNDER) EXPENDITURES	(1,761,936)	1,520,096	18,790	(35,144)	(28,530)	(31,573)	(317,800)

CHICO AREA RECREATION AND PARK DISTRICT
GENERAL FUND - FUND 2490
BALANCE SHEET
SEPTEMBER 2022

	SEPTEMBER 2022	SEPTEMBER 2021	Increase (Decrease)	
			\$ Change	% Change
ASSETS				
CASH				
* CASH ON DEPOSIT WITH COUNTY (GENERAL FUND)	5,879,129	5,667,701	211,428	4%
CASH ON DEPOSIT WITH COUNTY (COMMUNITY BAND)	1,066	2,186	(1,120)	-51%
CASH ON DEPOSIT WITH ROTARY FOUNDATION	-	501	(501)	-100%
*** CASH - GOLDEN VALLEY BANK	1,974,514	791,075	1,183,439	150%
PETTY CASH	800	800	-	0%
BANK SUSPENSE	103,197	456,218	(353,021)	-77%
SUBTOTAL	7,958,705	6,918,481	1,040,224	15%
RECEIVABLES				
ACCOUNTS RECEIVABLE	1,854,405	854,519	999,885	117%
RECEIVABLES	1,854,405	854,519	999,885	117%
DUE FROM OTHER FUNDS				
DUE TO GENERAL FUND FROM OTHER FUNDS	97,799	74,141	23,658	32%
TOTAL CURRENT ASSETS	9,910,909	7,847,141	2,063,768	26%
FIXED ASSETS				
LAND	11,634,791	11,634,791	-	0%
LAND IMPROVEMENTS	28,357,507	25,665,064	2,692,444	10%
LEASEHOLD IMPROVEMENTS	1,098,163	1,098,163	-	0%
EQUIPMENT	1,070,014	1,050,533	19,481	2%
EQUIPMENT - COMPUTERS	296,192	276,499	19,692	7%
EQUIPMENT - AUTOS	474,688	399,660	75,028	19%
** CONSTRUCTION IN PROGRESS	349,579	1,619,827	(1,270,248)	-78%
SUBTOTAL	43,280,933	41,744,537	1,536,397	4%
ACCUMULATED DEPRECIATION	(16,783,037)	(15,708,362)	(1,074,675)	7%
SUBTOTAL	26,497,896	26,036,174	461,722	2%
TOTAL ASSETS	36,408,805	33,883,315	2,525,490	7%
TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68	1,437,135	1,437,135	-	0%

FOOTNOTES:

* General Fund Cash amount includes \$2,501,500 in Reserves

** Construction in Progress consists of the DFJ HVAC, Bocce Ball Court, Oakway Park Playground, and Chapman Park Renovation.

*** Includes \$1,353,197 that will be transferred to the Community Park Impact Fee Fund (Fund 2470)

CHICO AREA RECREATION AND PARK DISTRICT
GENERAL FUND - FUND 2490
BALANCE SHEET
SEPTEMBER 2022

	SEPTEMBER 2022	SEPTEMBER 2021	Increase (Decrease)	
			\$ Change	% Change
LIABILITIES				
ACCOUNTS PAYABLE	218,597	47,018	171,579	365%
ACCRUED EXPENSES				
ACCRUED PAYROLL	235,888	50	235,838	0%
PAYROLL FEDERAL TAXES	18,869	461	18,408	3996%
PAYROLL STATE TAXES	5,880	(328)	6,208	-1892%
PAYROLL EMPLOYEE MEDI & FICA	22,740	158	22,581	14278%
PAYROLL EMPLOYER MEDI & FICA LIAB	22,573	18	22,554	124610%
PAYROLL SDI	3,307	(6)	3,313	-55311%
PAYROLL GARNISHMENTS	(23,807)	898	(24,705)	-2752%
UNION DUES - SUPERVISORS	(570)	94	(663)	-709%
UNION DUES - PARKS	1,816	1,704	112	0%
EMPLOYER CALPERS	96,569	-	96,569	-100%
457 EMPLOYEE CONTRIBUTIONS	5,452	3,552	1,900	53%
EMPLOYEE MEDICAL WITHHOLDINGS	(1,531)	(1,531)	-	0%
VOUCHERS PAYABLE ACCRUAL	-	(100,000)	100,000	0%
ACCRUED EXPENSES	387,186	(94,931)	482,116	-508%
DUE TO OTHER FUNDS				
DUE TO OTHER FUNDS FROM GENERAL FUND	1,353,197	-	1,353,197	0%
OTHER LIABILITIES				
BANK CHARGE CLEARING ACCOUNT	(18,241)	(27,828)	9,587	-34%
DEFERRED REVENUE	1,261,899	1,192,897	69,002	6%
OTHER LIAB - CLASS CLEARING ACCT	3,423	4,402	(979)	-22%
UNEARNED REVENUE	6,049	6,049	-	0%
SECURITY DEPOSITS	48,750	43,600	5,150	12%
SECURITY HOLDING ACCT - CLASS	7,903	7,403	500	7%
SUBTOTAL	1,309,783	1,226,522	83,260	7%
TOTAL CURRENT LIABILITIES	3,268,763	1,178,610	2,090,153	177%
LONG-TERM DEBT				
NET PENSION LIABILITY	2,673,147	2,673,147	-	0%
LIABILITY FOR COMPENSATED ABSENCES	263,428	230,883	32,545	14%
SUBTOTAL	2,936,575	2,904,030	32,545	1%
TOTAL LIABILITIES	6,205,339	4,082,640	2,122,699	52%
TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68	387,623	387,623	-	0%

FOOTNOTES:

CHICO AREA RECREATION AND PARK DISTRICT
GENERAL FUND - FUND 2490
BALANCE SHEET
SEPTEMBER 2022

	SEPTEMBER 2022	SEPTEMBER 2021	Increase (Decrease)	
			\$ Change	% Change
FUND BALANCE				
SPENDABLE - COMMITTED				
SPENDABLE - COMMITTED - PETTY CASH	1,500	1,500	-	0%
SPENDABLE - COMMITTED - GENERAL RESERVE	2,500,000	2,000,000	500,000	25%
SUBTOTAL	2,501,500	2,001,500	500,000	25%
SPENDABLE - ASSIGNED	-	-	-	0%
SPENDABLE - UNASSIGNED	3,697,686	4,470,982	(773,296)	-17%
NON-SPENDABLE	26,497,896	26,036,174	461,722	2%
TOTAL FUND BALANCE - GENERAL FUND	32,697,082	33,694,156	(997,074)	-3%
TOTAL NET INCOME (LOSS)	(1,603,020)	(1,403,729)	(199,291)	14%
CURRENT YEAR NET INVESTMENT IN CAPITAL ASSETS	(158,916)	22,618	(181,534)	-803%
TOTAL FUND BALANCE	31,252,978	32,267,809	(1,014,831)	-3%

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY
GENERAL FUND - FUND 2490
SEPTEMBER 2022
REPRESENTS 25% OF THE YEAR

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
REVENUE								
FEE BASED PROGRAM INCOME	3,505,637	1,074,525	30.7%	2,431,112	3,030,341	736,483	24.3%	338,042
OTHER INCOME	664,865	196,967	29.6%	467,898	528,350	131,543	24.9%	65,423
RDA PASSTHROUGH	1,600,000	-	0.0%	1,600,000	1,540,000	-	0.0%	-
INVESTMENT INCOME	45,000	-	0.0%	45,000	40,000	-	0.0%	-
TAX INCOME / COUNTY BACKFILL TAX INCOME	4,655,000 -	- -	0.0% 0.0%	4,655,000 -	4,178,000 -	- -	0.0% 0.0%	- -
TOTAL REVENUE	10,470,502	1,271,492	12.1%	9,199,010	9,316,691	868,026	9.3%	403,465
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	7,320,959	2,086,205	28.5%	5,234,754	6,581,096	1,576,689	24.0%	509,516
SERVICES AND SUPPLIES	2,823,608	791,964	28.0%	2,031,644	2,567,458	654,523	25.5%	137,441
OPERATING TRANSFER OUT	267,934	-			113,529	-		
CONTRIB. TO OTHER AGENCIES	15,000	9,997	66.6%	5,003	15,000	-	0.0%	9,997
CONTINGENCIES	20,000	-	0.0%	20,000	25,000	-	0.0%	-
NOTES PAYABLE / LEASE PYMTS	-	-	0.0%	-	80,681	-	0.0%	-
TOTAL OPERATING EXPENDITURES	10,447,501	2,888,167	27.6%	7,291,400	9,382,764	2,231,212	23.8%	656,954
NET REVENUE BEFORE SPEC. EXP.	23,001	(1,616,675)		1,639,676	(66,073)	(1,363,186)		(253,489)
SPECIALLY ALLOCATED ITEMS								
DEPRECIATION	-	216,171	0.0%	-	-	-	0.0%	216,171
FAIR MARKET VALUE ADJUSTMENT	-	(229,827)	0.0%	229,827	-	40,543	0.0%	(270,369)
TOTAL SPECIALLY ALLOCATED	-	(13,655)	0.0%	229,827	-	40,543	0.0%	(54,198)
REVENUE OVER (UNDER) EXPENDITURES	23,001	(1,603,020)			(66,073)	(1,403,729)		(199,291)

CHICO AREA RECREATION AND PARK DISTRICT
REVENUE SUMMARY
GENERAL FUND - FUND 2490
SEPTEMBER 2022
REPRESENTS 25% OF THE YEAR

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
FEE BASED PROGRAM INCOME								
AFTER SCHOOL & CAMP PROGRAMS								
AFTERSCHOOL	2,052,225	479,825	23.4%	1,572,400	1,593,933	191,250	12.0%	288,575
CAMPS	301,300	227,000	75.3%	74,301	266,690	215,356	80.8%	11,643
SUBTOTAL	2,353,525	706,825	30.0%	1,646,700	1,860,623	406,607	21.9%	300,218
AQUATICS	160,570	39,932	24.9%	120,638	184,109	53,170	28.9%	(13,238)
CLASSES								
GENERAL CLASSES	147,260	35,493	24.1%	111,767	84,000	18,652	22.2%	16,841
COMMUNITY BAND	2,000	1,222	61.1%	778	1,000	65	6.5%	1,157
YOUTH CLASSES	65,000	11,508	17.7%	53,492	59,003	9,060	15.4%	2,448
SUBTOTAL	214,260	48,224	22.5%	54,270	144,003	27,778	19.3%	20,446
ADULT SPORTS	232,942	62,390	26.8%	170,552	233,995	62,726	26.8%	(336)
NATURE CENTER								
PROGRAM FEE INCOME	256,840	115,095	44.8%	141,745	188,560	84,222	44.7%	30,873
GRANT FUNDING	-	-	0.0%	-	185,560	-	0.0%	-
SUBTOTAL	256,840	115,095	44.8%	141,745	374,120	84,222	22.5%	30,873
OTHER PROGRAMS								
SCHOLARSHIPS	(25,000)	(3,133)	12.5%	-	(25,000)	(2,645)	10.6%	(488)
SPECIAL EVENTS	30,000	-	0.0%	30,000	6,900	-	0.0%	-
SENIOR ADULT PROGRAMS	32,500	2,329	7.2%	30,171	6,000	13,472	224.5%	(11,143)
YOUTH SPORTS	250,000	102,864	41.1%	147,136	245,591	91,154	37.1%	11,710
SUBTOTAL	287,500	102,060	35.5%	207,307	233,491	101,980	43.7%	79
TOTAL FEE BASED PROGRAMS	3,505,637	1,074,525	30.7%	2,623,531	3,030,341	736,483	24.3%	330,706
OTHER INCOME								
FACILITY RENTAL INCOME	444,865	113,798	25.6%	331,067	346,450	90,903	26.2%	22,895
REBATES & REIMBURSED COSTS	30,000	30,115	100.4%	-	30,000	22,813	76.0%	7,302
REIMBURSEMENTS - CITY PARKS	180,000	48,541	27.0%	131,459	141,900	13,194	9.3%	35,347
MISCELLANEOUS	-	(161)	0.0%	161	-	75	0.0%	(236)
ENDOWMENTS	10,000	2,798	28.0%	7,202	10,000	2,715	27.2%	83
DONATIONS	-	1,876	0.0%	-	-	1,842	0.0%	34
TOTAL OTHER INCOME	664,865	196,967	29.6%	469,889	528,350	131,543	24.9%	65,423
REVENUE FROM OTHER AGENCIES								
RDA PASSTHROUGH	1,600,000	-	0.0%	1,600,000	1,540,000	-	0.0%	-
INVESTMENT INCOME	45,000	-	0.0%	45,000	40,000	-	0.0%	-
TAX INCOME / COUNTY	4,655,000	-	0.0%	4,655,000	4,178,000	-	0.0%	-
TOTAL REVENUE FROM OTHER AGENCIES	6,300,000	-	0.0%	6,300,000	5,758,000	-	0.0%	-
TOTAL REVENUE	10,470,502	1,271,492	12.1%	9,393,420	9,316,691	868,026	9.3%	396,130

**CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY
GENERAL FUND - FUND 2490
SEPTEMBER 2022
REPRESENTS 25% OF THE YEAR**

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
SALARIES							
FULL-TIME SALARIES	3,055,000	784,363	25.7%	2,640,000	555,167	21.0%	229,195
PART-TIME SALARIES	2,752,000	724,508	26.3%	2,406,983	470,784	19.6%	253,724
ACCUMULATED LEAVE	41,000	-	0.0%	41,000	-	0.0%	-
INSTRUCTORS	32,000	23,668	74.0%	65,892	9,589	14.6%	14,079
SUBTOTAL	5,880,000	1,532,539	26.1%	5,153,875	1,035,540	20.1%	496,999
BENEFITS							
FICA	445,000	111,876	25.1%	392,000	77,883	19.9%	33,993
RETIREMENT	629,000	379,644	60.4%	541,000	279,449	51.7%	100,196
HEALTH INSURANCE	565,400	109,056	19.3%	438,500	94,449	21.5%	14,606
UNEMPLOYMENT INSURANCE	30,000	-	0.0%	98,000	3,839	3.9%	(3,839)
WORKERS COMP INSURANCE	120,000	106,963	89.1%	152,000	146,862	96.6%	(39,900)
ALLOCATION TO OTHER FUNDS	(348,441)	(153,873)	44.2%	(194,279)	(61,333)	31.6%	(92,540)
SUBTOTAL	1,440,959	553,666	38.4%	1,427,221	541,149	37.9%	12,517
TOTAL SALARIES AND BENEFITS	7,320,959	2,086,205	28.5%	6,581,096	1,576,689	24.0%	509,516

**CHICO AREA RECREATION AND PARK DISTRICT
SERVICES AND SUPPLIES SUMMARY
GENERAL FUND - FUND 2490
SEPTEMBER 2022
REPRESENTS 25% OF THE YEAR**

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
SERVICES AND SUPPLIES								
MARKETING	44,000	2,846	6.5%	41,154	30,000	-	0.0%	2,846
UNIFORM APPAREL	8,000	1,753	21.9%	6,247	7,000	587	8.4%	1,166
PROGRAM APPAREL	-	5,427	0.0%	-	-	-	0.0%	5,427
COMMUNICATIONS	52,358	7,165	13.7%	45,193	52,358	8,430	16.1%	(1,265)
* INSURANCE	270,000	288,820	107.0%	-	240,500	238,293	99.1%	50,526
TECHNOLOGY SOFTWARE	105,000	20,100	19.1%	84,900	-	-	0.0%	20,100
TECHNOLOGY HARDWARE	30,000	15,117	50.4%	14,883	20,000	917	4.6%	14,201
EQUIPMENT MAINTENANCE	23,250	4,147	17.8%	19,103	22,330	4,750	21.3%	(602)
EQUIPMENT	3,200	2,440	76.3%	760	11,621	9,497	81.7%	(7,898)
VEHICLE MAINTENANCE	18,000	4,772	26.5%	13,228	12,500	6,637	53.1%	(1,865)
STRUCTURE & GROUNDS	190,950	67,399	35.3%	123,551	178,100	16,128	9.1%	51,271
VANDALISM	5,460	570	10.4%	4,890	5,445	678	12.5%	(108)
SERVICES	292,200	37,627	12.9%	254,573	5,400	1,868	34.6%	37,627
** CONTRACT SERVICES	716,616	150,268	21.0%	566,348	827,000	200,736	24.3%	(50,468)
LEGAL NOTICES	1,000	254	25.4%	746	22,000	-	0.0%	254
RECRUITMENT	25,000	2,619	10.5%	22,381	-	-	0.0%	2,619
RENT/LEASE STRUCTURES	2,000	500	25.0%	1,500	2,000	1,000	50.0%	(500)
SMALL TOOLS	3,900	8,452	216.7%	-	3,905	63	1.6%	8,389
PROFESSIONAL DEVELOPMENT	28,000	6,439	23.0%	21,561	33,500	2,691	8.0%	3,748
MISCELLAEOUS	10,000	192	1.9%	9,808	14,000	530	3.8%	(338)
SUPPLIES	366,540	55,511	15.1%	311,029	340,020	28,120	8.3%	27,262
HOSPITALITY	5,000	2,084	41.7%	2,916	5,000	-	0.0%	1,827
FUEL	50,000	11,911	23.8%	38,089	60,000	7,163	11.9%	4,748
TRANSPORTATION	3,700	1,980	53.5%	1,720	3,470	-	0.0%	1,980
DIST OFFICE BOARD MTG EXP	10,000	1,425	14.3%	8,575	10,000	2,850	28.5%	(1,425)
USE TAX	1,500	-	0.0%	1,500	1,500	-	0.0%	-
TRAVEL	10,000	-	0.0%	10,000	15,000	246	1.6%	(246)
SUBTOTAL	2,275,674	699,690	30.7%	1,604,784	1,922,649	531,185	27.6%	169,275
UTILITIES								
WATER	151,521	15,323	10.1%	136,198	97,955	29,616	30.2%	(14,292)
ELECTRICITY	309,072	73,707	23.8%	235,365	280,196	65,172	23.3%	8,535
GAS	79,992	2,585	3.2%	77,407	65,743	1,537	2.3%	1,049
SEWER	7,349	659	9.0%	6,690	6,400	1,467	22.9%	(808)
SUBTOTAL	547,934	92,274	16.8%	455,660	450,294	97,791	21.7%	(5,517)
TOTAL SERVICE & SUPPLY	2,823,608	791,964	28.0%	2,060,443	2,567,458	654,523	25.5%	139,950

* Insurance is paid in July for the Fiscal Year

** Contract Services budget adjusted. \$18,000 moved to Recruitment. \$105,000 moved to Technology Software. \$274,400 moved to Services.

**CHICO AREA RECREATION AND PARK DISTRICT
CAPITAL PROJECTS / FIXED ASSETS SUMMARY
SEPTEMBER 2022
REPRESENTS 25% OF THE YEAR**

	ORIGINAL 2022-2023 BUDGET	REVISED 2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget
CAPITAL PROJECTS					
ADA - COMPLETE TRANSITION PLAN	135,000	135,000	-	0.0%	135,000
HOOKER OAK SOFTBALL LIGHTING	890,000	890,000	-	0.0%	890,000
** HOOKER OAK BASKETBALL RESURFACE	35,400	73,900	-	0.0%	35,400
FIELDHOUSE HVAC	66,000	66,000	-	0.0%	66,000
POOL ROOM ROOF REPLACEMENT	48,000	48,000	-	0.0%	48,000
** ROTARY PARK BASKETBALL RESURFACE	35,400	73,900	-	0.0%	35,400
DISTRICT WIDE DEFERRED MAINTENANCE	140,000	140,000	24,009	17.1%	115,991
HOOKER OAK TOT LOT PLAYGROUND	192,000	192,000	-	0.0%	192,000
PETERSON PARK PLAYGROUND	198,240	198,240	-	0.0%	198,240
COMMUNITY PARK PICKLEBALL CONVERSION	84,000	84,000	-	0.0%	84,000
DFJ HVAC REPLACEMENT	550,000	550,000	242,152	44.0%	307,848
BOCCE BALL COURT	450,000	450,000	15,083	3.4%	434,918
DFJ CHAPMAN PARK RENOVATION	2,900,000	2,900,000	45,285	1.6%	2,854,715
SUBTOTAL CAPITAL PROJECTS	5,724,040	5,801,040	326,529	5.7%	5,397,511
FIELD/PROGRAM EQUIPMENT					
TRACTOR	102,000	102,000	-	0.0%	102,000
2023 DECK MOWER	100,000	100,000	-	0.0%	100,000
GATOR	15,000	15,000	-	0.0%	15,000
DECK MOWER	85,000	85,000	82,473	97.0%	2,527
SUBTOTAL FIELD/PROGRAM EQUIPMENT	302,000	302,000	82,473	27.3%	219,527
VEHICLES					
* ROVING CREW TRUCK	-	36,500	31,109	0.0%	-
PROJECT CREW TRUCK	65,000	65,000	51,879	79.8%	13,121
SUBTOTAL VEHICLES	65,000	101,500	82,988	127.7%	13,121
TOTAL CAPITAL PROJECTS/FIXED ASSETS	6,091,040	6,204,540	491,990	8.1%	5,599,050

CAPITAL PROJECTS REIMBURSEMENT					
CPRS PLAYGROUND GRANT	150,000	150,000	-	0.0%	150,000
PROP 68 GRANT FUNDING	2,900,000	2,900,000	-	0.0%	2,900,000
COMMUNITY PARK IMPACT FEE FUND	450,000	450,000	-	0.0%	450,000
GENERAL FUND UNASSIGNED FUND BALANCE	2,591,040	2,704,540	-	0.0%	2,591,040
ROTARY DONATIONS	-	-	-	0.0%	-
CITY OF CHICO - CENTENNIAL PARK	-	-	650,906	0.0%	-
TOTAL CAPITAL PROJECTS REIMBURSEMENT	6,091,040	6,204,540	650,906	10.7%	5,440,134

TOTAL EXPENSE (OVER) UNDER REIMBURSEMENTS	-	-	158,916	0.0%	-
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* Roving Crew Truck budgeted and ordered in FY 2021/2022, received and paid in FY 2022/2023.
Budget should have been carried over.

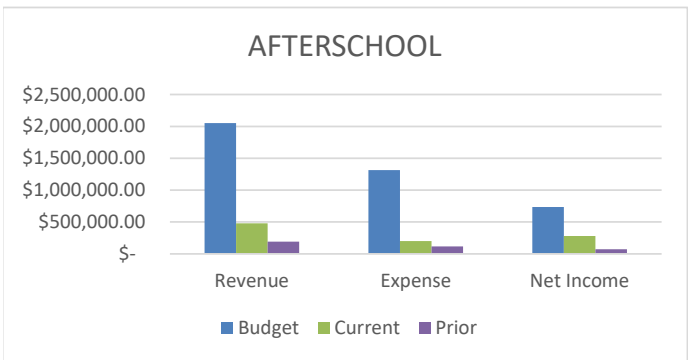
** Board Approved an increase of \$77,000 to Hooker Oak and Rotary Park Basketball Resurfaces. Approved 10/06/2022

**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2022-2023
September 2022
25% of the Year**

AFTERSCHOOL

Budgeted Revenues: 23%
Budgeted Expenses: 15%
Net Income: \$203,881 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 2,052,225	\$ 479,825	\$ 191,250
EXPENSES	\$ 1,316,135	\$ 201,377	\$ 116,683

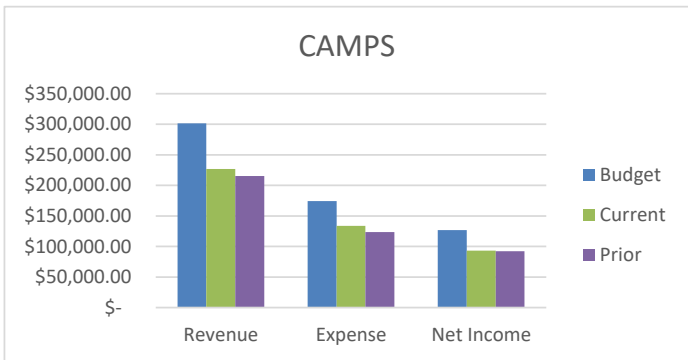


CAMPS

Budgeted Revenues: 75%
Budgeted Expenses: 77%
Net Income: \$202 over last year

CAMPS primarily run June-August, December, January and March.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 301,300	\$ 227,000	\$ 215,356
EXPENSES	\$ 174,466	\$ 133,879	\$ 123,346

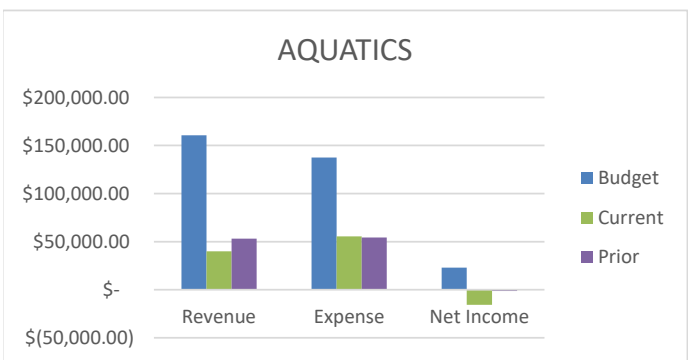


AQUATICS

Budgeted Revenue: 25%
Budgeted Expenses: 40%
Net Income: \$14,455 under last year

Lifeguard shortage at Sycamore Pool prevented services.

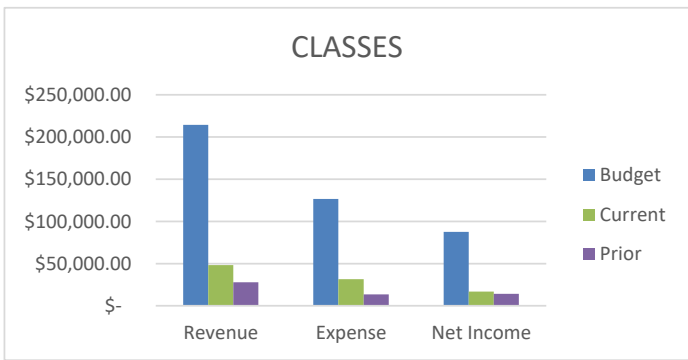
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 160,570	\$ 39,932	\$ 53,170
EXPENSES	\$ 137,500	\$ 55,605	\$ 54,388



CLASSES

Budgeted Revenue: 23%
Budgeted Expenses: 25%
Net Income: \$2,607 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 214,260	\$ 48,224	\$ 27,778
EXPENSES	\$ 126,700	\$ 31,394	\$ 13,556



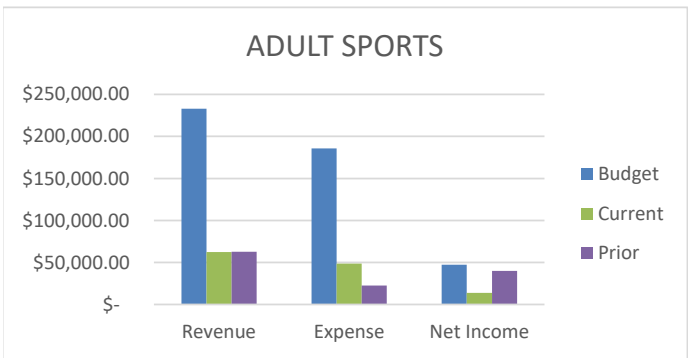
**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2022-2023
September 2022
25% of the Year**

ADULT SPORTS

Budgeted Revenue: 27%
Budgeted Expenses: 26%
Net Income: \$26,281 under last year

Decreased participation and increased staffing costs have affected net income.

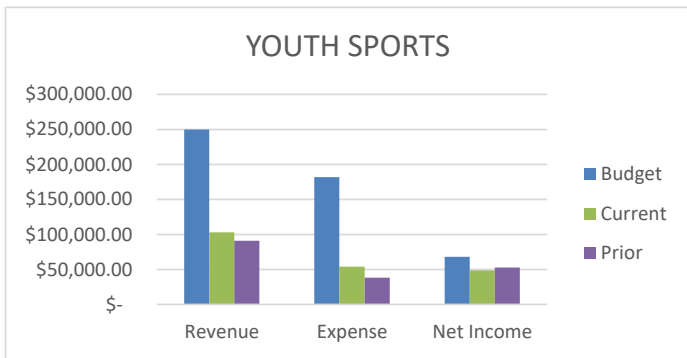
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 232,942	\$ 62,390	\$ 62,726
EXPENSES	\$ 185,650	\$ 48,598	\$ 22,654



YOUTH SPORTS

Budgeted Revenue: 41%
Budgeted Expenses: 30%
Net Income: \$3,968 under last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 250,000	\$ 102,864	\$ 91,154
EXPENSES	\$ 181,950	\$ 54,135	\$ 38,456

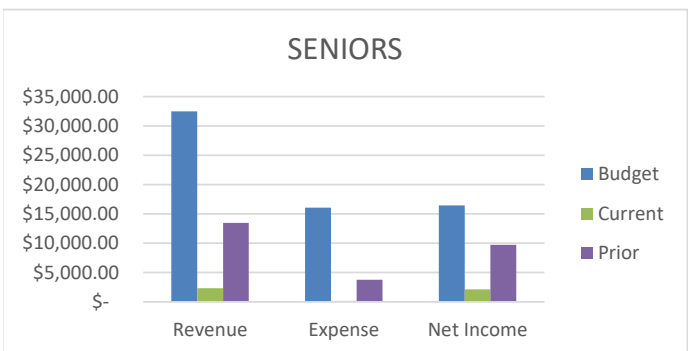


SENIORS

Budgeted Revenue: 7%
Budgeted Expenses: 1%
Net Income: \$7,564 under last year

Timing of trips and tours has skewed comparison to prior year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 32,500	\$ 2,329	\$ 13,472
EXPENSES	\$ 16,050	\$ 172	\$ 3,750

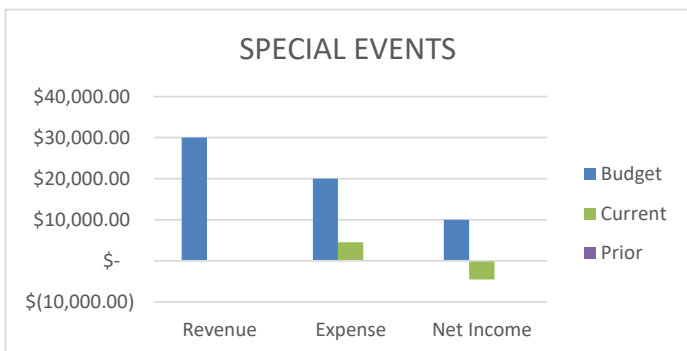


SPECIAL EVENTS

Budgeted Revenue: 0%
Budgeted Expenses: 19%
Net Income: \$4,522 under last year

Expenses are incurred prior to receiving revenue (through either entrance fees or sponsorships).

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 30,000	\$ -	\$ -
EXPENSES	\$ 20,000	\$ 4,522	\$ -

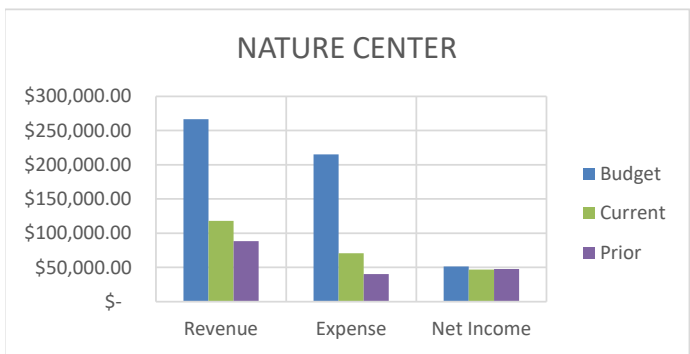


**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2022-2023
September 2022
25% of the Year**

NATURE CENTER

Budgeted Revenue: 44%
Budgeted Expenses: 33%
Net Income: \$846 under last year

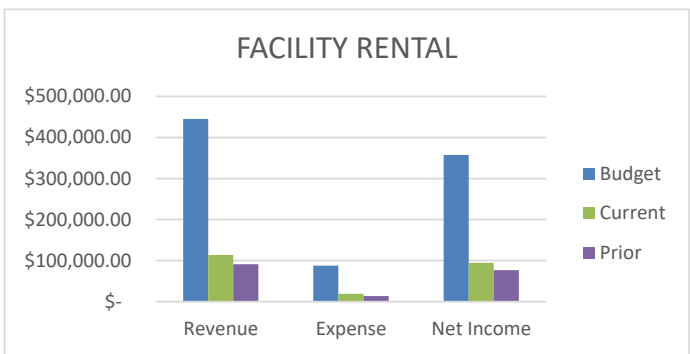
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 266,840	\$ 117,937	\$ 88,349
EXPENSES	\$ 215,235	\$ 70,932	\$ 40,498



FACILITY RENTAL

Budgeted Revenue: 26%
Budgeted Expenses: 22%
Net Income: \$17,579 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 444,865	\$ 113,798	\$ 90,903
EXPENSES	\$ 87,500	\$ 19,105	\$ 13,790



CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2021-2022
September 2022
Month 3 and 25% of the Year

DESCRIPTION	2022-2023 Budget	September 2022	2022-2023 YTD	2022-2023 % of Budget	Remaining Budget	2021-2022 Budget	September 2021	2021-2022 YTD	2021-2022 % of Budget	YTD Difference by Year
<u>AFTERSCHOOL</u>										
INCOME	2,052,225	397,789	479,825	23%	1,572,400	1,593,933	121,830	191,250	12%	288,575
PART-TIME WAGES	(1,289,000)	(165,823)	(199,338)	15%	(1,089,662)	(926,759)	(86,713)	(116,192)	13%	(83,145)
SUPPLIES	(27,135)	(2,039)	(2,039)	8%	(25,096)	(34,500)	-	(490)	1%	(1,549)
TOTAL AFTERSCHOOL	736,090	229,927	278,449	38%	457,641	632,675	35,117	74,568	12%	203,881
<u>CAMPS</u>										
INCOME	301,300	-	227,000	75%	74,301	266,690	1,760	215,356	81%	11,643
PART-TIME WAGES	(98,600)	(307)	(82,889)	84%	(15,711)	(118,939)	(1,742)	(68,593)	58%	(14,296)
INSTRUCTORS	(2,000)	-	-	0%	(2,000)	(8,000)	-	-	0%	-
PROGRAM APPAREL	-	-	(1,859)	0%	1,859	-	-	-	0%	(1,859)
GENERAL SERVICES	-	(1,291)	(1,776)	0%	1,776	-	-	-	0%	(1,776)
CONTRACT SERVICES	(54,416)	(280)	(42,875)	79%	(11,541)	(41,025)	-	(53,328)	130%	10,453
SUPPLIES	(16,650)	(2,709)	(2,917)	18%	(13,733)	(16,970)	-	(1,426)	8%	(1,491)
HOSPITALITY	-	-	(22)	0%	22	-	-	-	0%	(22)
TRANSPORTATION	(2,800)	-	(1,540)	55%	(1,260)	(2,570)	-	-	0%	(1,540)
TOTAL CAMPS	126,834	(4,587)	93,121	73%	33,713	79,186	18	92,011	116%	1,110
<u>AQUATICS</u>										
INCOME	160,570	(1,781)	39,932	25%	120,638	171,409	(203)	53,170	31%	(13,238)
PART-TIME WAGES	(134,000)	(157)	(54,533)	41%	(79,467)	(124,912)	(109)	(54,381)	44%	(152)
SUPPLIES	(3,500)	(1,073)	(1,073)	31%	(2,427)	(5,650)	-	(7)	0%	(1,065)
TOTAL AQUATICS	23,070	(3,010)	(15,673)	-68%	38,743	40,847	(312)	(1,218)	-3%	(14,455)
<u>CLASSES</u>										
INCOME	214,260	20,217	48,224	23%	166,036	144,003	16,385	27,778	19%	20,446
PART-TIME WAGES	(53,000)	(2,797)	(6,019)	11%	(46,981)	(17,541)	(2,051)	(2,361)	13%	(3,658)
INSTRUCTORS	(30,000)	(7,495)	(17,649)	59%	(12,351)	(52,800)	(3,636)	(9,589)	18%	(8,060)
CONTRACT SERVICES	(38,500)	(2,557)	(6,837)	18%	(31,663)	(18,000)	(1,439)	(1,439)	8%	(5,398)
SUPPLIES	(5,200)	(438)	(889)	17%	(4,311)	(4,750)	(167)	(167)	4%	(722)
TOTAL CLASSES	87,560	6,930	16,829	19%	70,731	50,912	9,092	14,222	28%	2,607
<u>ADULT SPORTS</u>										
INCOME	232,942	27,075	62,390	27%	170,552	233,995	27,665	62,726	27%	(336)
PART-TIME WAGES	(160,000)	(7,176)	(18,518)	12%	(141,482)	(96,445)	(2,585)	(7,491)	8%	(11,027)
OFFICIALS	-	(10,871)	(24,776)	0%	24,776	(2,880)	(5,736)	(14,033)	487%	(10,743)
SUPPLIES	(25,650)	(5,304)	(5,304)	21%	(20,346)	(16,725)	-	(1,129)	7%	(4,175)
TOTAL ADULT SPORTS	47,292	3,723	13,791	29%	33,501	117,945	19,345	40,072	34%	(26,281)
<u>YOUTH SPORTS</u>										
INCOME	250,000	28,622	102,864	41%	147,136	245,591	15,976	91,154	37%	11,710
PART-TIME WAGES	(149,000)	(10,239)	(51,558)	35%	(97,442)	(128,295)	(3,732)	(37,514)	29%	(14,044)
SUPPLIES	(32,950)	(2,577)	(2,577)	8%	(30,373)	(30,830)	-	(344)	1%	(2,232)
TOTAL YOUTH SPORTS	68,050	15,807	48,729	72%	19,321	86,466	12,244	52,697	61%	(3,968)

CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2021-2022
September 2022
Month 3 and 25% of the Year

DESCRIPTION	2022-2023 Budget	September 2022	2022-2023 YTD	2022-2023 % of Budget	Remaining Budget	2021-2022 Budget	September 2021	2021-2022 YTD	2021-2022 % of Budget	YTD Difference by Year
SENIOR PROGRAMS										
INCOME	32,500	208	2,329	7%	30,171	6,000	13,249	13,472	225%	(11,143)
PART-TIME WAGES	(1,600)	-	-	0%	(1,600)	-	-	-	0%	-
CONTRACT SERVICES	(13,500)	-	-	0%	(13,500)	(4,000)	-	(3,750)	94%	3,750
SUPPLIES	(950)	(39)	(172)	18%	(778)	(200)	-	-	0%	(172)
TOTAL SENIOR PROGRAMS	16,450	169	2,157	13%	14,293	1,800	13,249	9,722	540%	(7,564)
SPECIAL EVENTS										
INCOME	30,000	-	-	0%	30,000	6,900	-	-	0%	-
PART-TIME WAGES	-	-	-	0%	-	(22,716)	-	-	0%	-
MARKETING	-	(544)	(544)	0%	544	-	-	-	0%	(544)
GENERAL SERVICES	-	(1,645)	(2,615)	0%	2,615	-	-	-	0%	(2,615)
CONTRACT SERVICES	(4,000)	-	-	0%	(4,000)	(2,900)	-	-	0%	-
SUPPLIES	(16,000)	(1,470)	(1,345)	8%	(14,655)	(6,000)	-	-	0%	(1,345)
HOSPITALITY	-	(19)	(19)	0%	19	-	-	-	0%	(19)
TOTAL SPECIAL EVENTS	10,000	(3,677)	(4,522)	-45%	14,522	(24,716)	-	-	0%	(4,522)
NATURE CENTER										
INCOME	256,840	18,494	115,095	45%	141,745	188,560	5,670	84,222	45%	30,873
DONATIONS	-	10	44	0%	(44)	-	(2,695)	1,412	0%	(1,368)
ENDOWMENTS	10,000	-	2,798	28%	7,202	10,000	2,715	2,715	27%	83
PART-TIME WAGES	(193,800)	(11,914)	(57,664)	30%	(136,136)	(118,652)	(3,857)	(39,448)	33%	(18,216)
PROGRAM APPAREL	-	-	(3,568)	0%	3,568	-	-	-	0%	(3,568)
GENERAL SERVICES	-	-	(255)	0%	255	-	-	-	0%	(255)
CONTRACT SERVICES	(2,320)	-	(2,706)	117%	386	(3,400)	-	(934)	27%	(1,772)
SUPPLIES	(18,215)	(6,205)	(6,230)	34%	(11,985)	(13,855)	-	(116)	1%	(6,114)
HOSPITALITY	-	-	(68)	0%	68	-	-	-	0%	(68)
TRANSPORTATION	(900)	-	(440)	49%	(460)	(900)	-	-	0%	(440)
TOTAL NATURE CENTER	51,605	385	47,005	91%	4,600	61,753	1,833	47,851	77%	(846)
FACILITY RENTAL										
INCOME	444,865	66,632	113,798	26%	331,067	382,950	33,530	90,903	24%	22,895
PART-TIME WAGES	(70,000)	(8,771)	(17,780)	25%	(52,220)	(100,400)	(6,063)	(13,368)	13%	(4,412)
MARKETING	-	(729)	(973)	0%	973	-	-	-	0%	(973)
CONTRACT SERVICES	(10,000)	-	-	0%	(10,000)	(7,300)	-	-	0%	-
SUPPLIES	(7,500)	(352)	(352)	5%	(7,148)	(6,250)	-	(422)	7%	70
TOTAL FACILITY RENTAL	357,365	56,780	94,693	26%	262,672	269,000	27,466	77,114	29%	17,579
RECREATION - MISC. & ADMIN										
INCOME	(10,000)	(34)	(2,751)	28%	(7,249)	(25,000)	(15)	(2,565)	10%	(187)
FULL-TIME WAGES	(761,000)	(73,273)	(163,523)	21%	(597,477)	(607,000)	(38,518)	(106,715)	18%	(56,809)
PART-TIME WAGES	(58,000)	(7,920)	(24,457)	42%	(33,543)	-	(11,054)	(31,818)	0%	7,361
OVERTIME/ACL	(10,000)	-	-	0%	(10,000)	(10,000)	-	-	0%	-
SUPPLIES	(5,000)	-	-	0%	(5,000)	-	-	-	0%	-
TOTAL RECREATION - MISC. & ADMIN	(844,000)	(81,227)	(190,732)	23%	(653,268)	(642,000)	(49,587)	(141,097)	22%	(49,635)
TOTAL PROGRAM SUMMARY	680,316	221,220	383,847	56%	296,469	673,868	68,465	265,941	39%	117,906



Chico Area Recreation and Park District “Helping People Play”

Staff Report 22-34
Agenda Item 7.1

STAFF REPORT

DATE: October 27, 2022
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Aquatics and Recreation Facility

Background

At the June 23, 2022 Board of Directors meeting, the Board authorized staff to pursue the donation of a 10-acre property located at Esplanade and Garner Lane for an aquatics facility. Staff obtained a revised construction cost for the “consensus option” identified in the 2016 Aquatic Center Feasibility Study. The 2022 revised cost projection is \$22.6M. In 2016, the cost estimate was \$13.5M.

At the October 6, 2022 special meeting, staff proposed to enter the project’s design phase and release a formal request for proposals (RFP) from qualified firms for an aquatic facility concept, design, and bid package. The Board requested to review a draft of the RFP language and scope of work.

On October 12, 2022, staff met with Ms. Gonser and Mr. Grossman to provide an update on the project and confirm the District’s interest in the property donation. Ms. Gonser and Mr. Grossman were pleased with the progress and were very supportive of the direction to seek proposals from qualified firms. They will be providing a letter of intent to the District for the land donation.

Recommendation

The Board review the draft of the RFP language and scope of work and authorize staff to enter the project’s design phase. Specifically, this includes releasing an RFP to seek proposals for an aquatic facility’s concept, design, and bid package.

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Chico Area Recreation and Park District Request for Proposals: Aquatic Design Services

Summary

Chico Area Recreation and Park District (CARD) is requesting proposals from qualified and creative individuals or firms to provide design alternatives for a new Aquatic and Recreation Center. CARD is seeking a modern approach to building design, amenities, and program offerings to meet the diverse needs of the Chico community. Proposals must identify a range of features and methods to leverage the building and amenities to ensure the sustained economic viability of aquatic programs and recreation facilities while also providing balanced aquatic sports programs, and facilities for all ages, ranges of health, levels of experience, and a variety of recreational interests.

The successful respondent will be asked to provide a conceptual design, financial modeling focused on a breakeven strategy, estimates of capital and operating costs, and construction drawings.

A **mandatory** pre-proposal meeting and site walk will be held on January 19, 2023, at 1pm beginning at the CARD offices: 545 Vallombrosa Avenue, Chico, CA 95926, followed by a tour of possible sites. **Attendance at the meeting is required to become a qualified respondent for the project.** Please email info@chicorec.com to RSVP for this mandatory meeting.

Proposals shall be submitted no later than 4pm, February 1st, 2023, to:

Attn: Aquatics and Recreation Center RFP
Chico Area Recreation and Park District (CARD)
545 Vallombrosa Avenue
Chico, CA 95926

Late proposals will not be accepted. CARD reserves the right to accept or reject any proposal as it best serves its convenience and/or is found to be in the best interest of CARD. CARD reserves the right to issue contracts to multiple vendors.

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Background

The Chico Area Recreation and Park District (CARD, or District) is one of five Parks and Recreation Special Districts in Butte County. Chico is located approximately 15 miles east of the Sacramento River and 90 miles north of the City of Sacramento. The boundaries of CARD encompass an area of 225 square miles. Although the District's boundaries are significant, the primary service area is the City of Chico. Chico is the cultural and economic center of the northern Sacramento Valley, as well as the largest city in California north of the Capital, with approximately 102,000 residents.

CARD provides quality recreational programs to people of all ages in Chico, maintains several public parks, operates five community centers, and operates the only public pool in the area.

The District has long recognized the deficiencies in providing aquatic programs and activities. The deficits are attributable to the limited inventory of pools. In 2016, the District terminated the lease of the Shapiro Pool due to its deteriorating infrastructure and failing mechanical systems. That left the Pleasant Valley (PV) Recreation Center as the only aquatic center in Chico. The PV Center has two swimming pools, a 6-lane rectangular swimming pool and a wading pool. The swimming pool is 75 feet long and 42 feet wide. The water depths range from 3.5-feet to 5.0-feet. The wading pool is 42 feet long and 25 feet wide with a constant water depth of 2.0-feet. In May 2022, the swimming pool received a critical overhaul of the heater, electrical system, and resurfacing for a total cost of \$525,000.

CARD has made several efforts to develop a long-term solution to address recreational aquatic needs. In 2016, a feasibility study was conducted. The assessment looked at the demographic and market trends surrounding aquatics, the corresponding future needs for aquatic services, and the program and facility options to meet these needs. Based upon findings from the needs assessment and direction from staff, stakeholders, and the public, four alternative conceptual plans for the proposed aquatic center were developed. A final option emerged from the preferred features of several options termed the Consensus Option. The construction cost was estimated then at a high of \$13.9 M. Additionally, the study recognized the aquatic center was likely to require an operating subsidy of \$175,000 to \$225,000 annually. The 2016 report is included in [Attachment 1](#).

Since 2016, several key factors have constrained the project from moving forward:

1. The pursuit and subsequent failure of a 2020 ballot measure to fund the construction and maintenance of new and existing facilities.
2. The costs associated with the construction of the facility exceeded the resources available to CARD.
3. The financial strain on the General Fund's operating budget.

Further, the 2016 Consensus Option conceptual design represented the preferred features at that time. It did not contemplate the changing demographics and landscape after the 2018 Camp Fire, or the operational challenges and opportunities encountered through the pandemic.

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With the District in a stronger fiscal position, there is renewed interest in building a modern recreation and aquatic facility that encompasses a wider range of amenities and programming to meet the diverse needs of the Chico community.

Contractual Objectives

The following list depicts duties that will be awarded to the successful respondent.

1. Conduct community outreach on future desired programming, amenities, and offerings from the community and District stakeholders.
2. Balance community feedback, industry expertise, and financial viability to provide recommendations for the building, amenities, and programs.
3. Develop preliminary cost estimates for construction that do not exceed \$20M.
4. Provide programmatic and financial modeling based on existing aquatic/recreation centers, to ensure sustained economic viability, reducing or eliminating the need for operating support from the District's General Fund.
5. Provide two comprehensive conceptual designs informed by items 1 to 4 above that will allow the District's Board of Directors to base a decision.

Scope of Services

Phase 1 – Feedback, Analysis, and Concepts

1. Project kick off with CARD.
2. Solicit and consolidate input from a variety of constituents.
3. Facilitate and participate in at least two public outreach meetings to receive community input regarding current and future demand for aquatic programs and facilities and host a survey.
4. Review previous planning efforts, city historical information, and recent statistically valid community interest and opinion surveys.
5. Consider the community profile and demographics, including population growth, and other environmental conditions.
6. Develop a range of programming and building scenarios aimed at creating self-supporting operations.
7. Conduct programmatic and financial modeling to ensure sustained economic viability.
8. Present initial design theories, programmatic features, and financial analysis. This project will consist of two facility designs for a comparative evaluation of a new aquatic and recreational facility at two location options. The first is a 10-acre property between Esplanade and Garner Lane in Chico (13301 Garner Lane), CA, 95973. The second is an undeveloped 8-acre section of DeGarmo Park.

Phase 2 – Program Review and Conceptual Design

1. Review design theories, programmatic features, and financial analysis with the CARD Board of Directors and Management staff.
2. Refine building, amenities, and programs based on direction from the Board.
3. Develop preliminary cost estimates for construction that do not exceed \$20M.

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4. Develop detailed operational cost estimates.
5. Create programmatic and financial modeling that ensures sustained economic viability, considers public access and affordability, and recognizes commercial amenities/opportunities.
6. Prepare two refined conceptual designs, programmatic features, and financial analyses.

Phase 3 – Selection of Conceptual Design

1. Review two revised conceptual designs, programmatic features, and financial analysis with the CARD Board of Directors and Management staff to select the preferred option.
2. Refine the selected design, if applicable.
3. Complete the conceptual design for construction.

Phase 4 – Design Development and Construction Drawings

1. Based on conceptual design documents approved by the District and any adjustments authorized by CARD in the program, schedule, or construction estimates, the successful proposer shall prepare, for approval by the District, design development documents consisting of drawings and other documents to fix and describe the size and character of the project as to architectural, civil, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.
 - a. Design Development Deliverables shall include but are not limited to:
 1. Swimming pool plan views
 2. Swimming pool longitudinal and cross sections
 3. Swimming pool finish details
 4. Swimming pool rail goods / competitive equipment details
 5. Site and building plan views
 6. Building longitudinal sections
 7. Building finish details
 8. Landscaping and hardscape details
 9. Swimming pool decks and drainage details
 10. Full cost estimates for all of the above in addition to other necessary detail related structures and facilities identified in the approved concept.
2. The successful proposer shall also provide CARD with building and infrastructure requirements
 - a. Design criteria, as needed to service the swimming pool, building, recreation amenities including but are not limited to:
 1. Swimming pool equipment room dimensions
 2. Building mechanical room dimensions
 3. Sanitary/storm sewer requirements and points of connection
 4. Domestic water requirements and points of connection
 5. Natural gas requirements and points of connection
 6. HVAC requirements for swimming pool and building equipment including preliminary equipment selection and location, routing of major systems, and single line diagrams

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7. Electrical requirements and points of connection for swimming pool and building equipment including solar power.
8. Swimming pool decks and drainage details
9. Landscaping and hardscape details
10. Full cost estimates for all of the above

Proposal Timeline (Estimated)

Milestone	Date
Request for Proposal (RFP) Released	Jan 2, 2023
Deadline to RSVP for Pre-Proposal Walk	Jan 16, 2023
Pre-Proposal Walk	Jan 19, 2023
Final Date to Submit Questions	Jan 23, 2023
Answers to Questions Published	Jan 27, 2023
Final Date to Submit RFP 4:00pm PST	Feb 1, 2023
Interviews (if needed)	Feb 15, 2023
Selection Announcement	Feb 17, 2023
Completion of Contracting	TBD
Successful Proposer Begins Scope of Work	TBD

Proposal Content

To be considered in the selection process, the qualified respondent should organize the proposal as follows:

- A. Transmittal letter expressing the respondent's interest and qualifications.** The letter must contain the signature of the individual who is authorized to bind the proposer to the terms of the proposal, a statement that the response is valid for 90 days, and a statement disclosing any past or ongoing potential conflicts of interest the consultant may have as a result of performing the requested work. The letter should also briefly explain how the proposer's expertise is demonstrated by previous experience, and the value or benefits that stand out from other proposers.
- B. Information for all proposed project personnel.**
 - The lead or project manager for the team
 - A listing of team personnel who will be assigned to perform the work on this project, a breakdown of project management hierarchy, and a description of tasks assigned per project team member

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- Resume and experience record for each person, including years of relevant experience, education, and anticipated amount of time each will work on this project and location of each person
 - For firms located outside the region, address how you will remain responsive to short notice requests and meetings
 - The proposal should also include the names and addresses of any outside consultant(s) or associate(s) proposed to be involved with this project, with the proposed sub-consultant(s) experience and qualifications for firm's assigned personnel.
- C. References.** Provide references for similar projects managed within the last five - seven years, ideally from other public jurisdictions, by the personnel proposed for this contract. References should identify the client organization, nature and date of the contract, and the name, title, telephone number, web site, and e-mail address of the contact person for each reference. The references shall include the cost of the project and scope of work accomplished. The list shall include projects that were similar in size and scope to the CARD's potential Aquatic and Recreation project.
- D. Project Approach.** A detailed description of how your firm proposes to approach this project. Include sufficient discussion of proposed methodologies, techniques, and procedures for each phase identified in the scope of services.
- E. Project Timeline.** A proposed timeline for scope of work to be completed.
- F. Theoretical design in the context of CARD.** The final section is an opportunity for the proposer to demonstrate the potential final product which they may design within the context of a CARD location. Works may include renderings of previous projects the proposer has completed and/or concepts which might inspire CARD to understand the breadth of possibilities for an exciting and sustainable Aquatic and Recreation Center.

Proposals shall be submitted no later than 4pm, February 1st, 2023, to:

**Attn: Aquatics and Recreation Center RFP
Chico Area Recreation and Park District (CARD)
545 Vallombrosa Avenue
Chico, CA 95926**

Late proposals will not be accepted. CARD reserves the right to accept or reject any proposal as it best serves its convenience and/or is found to be in the best interest of CARD. CARD reserves the right to issue contracts to multiple vendors.

[Pre-Proposal Meeting](#)

A **mandatory** pre-proposal meeting and site walk will be held on January 19, 2023, at 1pm beginning at the CARD offices: 545 Vallombrosa Avenue, Chico, CA 95926, followed by a tour of

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possible sites. **Attendance at the meeting is required to become a qualified respondent for the project.** Please email info@chicorec.com to RSVP for this mandatory meeting.

Minimum Qualifications

- The lead on-site project professional should have a minimum of 5 years of experience in completing aquatic or other recreation center design and/or engineering services.
- Significant experience working with municipalities.
- Demonstrated ability to successfully complete the scope of services on time and within budget.
- Demonstrated ability to successfully work with municipal staff and the general public.

Selection Process

A comprehensive proposal will demonstrate the successful proposer's ability to meet CARD's goals. The overall quality and thoroughness of the proposal will be evaluated in addition to the minimum qualifications noted above. The proposal will also be evaluated using, but not limited to, the following criteria:

- Completeness, overall organization, and clarity of the response.
- Demonstrated understanding of CARD's vision and the requirements of this RFP.
- Relevant qualifications and experience of the respondent and specific team members
- Direct experience in aquatic facility design and renovation.
- Satisfaction of previous and current clients related to needs assessments or facility renovations.
- Management approach and ability to work with public agencies, community-based groups, and the public at large.
- CARD will review all proposals received by the deadline, evaluate proposals that are deemed to be responsive, identify a short list of proposers to interview, and conduct interviews, if necessary.
- CARD will then enter contract negotiations with the proposer whose understanding of the goals, qualifications, experience, proposal content and quality, proposed approach and work plan, availability, references, and other factors best meet the CARD's needs. If it is not possible to negotiate a satisfactory agreement with the first-choice proposer, CARD may negotiate with another proposer.
- CARD reserves the right to cancel or modify the selection process at any time or to reject any proposals that are deemed to be unresponsive.

General Conditions

[To be inserted]

Questions

Please direct questions regarding this Request for Proposal to:

Scott Schumann, Parks and Facilities Manager

Chico Area Recreation and Park District

530-520-6822 | Sschumann@chicorec.com

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Questions will be accepted until January 23, 2023, at 5PM. Responses to questions will be distributed to qualified respondents on January 27, 2023.

Appendix

2016 Feasibility Study

[To Be Inserted]

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Chico Area Recreation and Park District “Helping People Play”

Staff Report 22-35
Agenda 7.2

STAFF REPORT

DATE: Oct 27, 2022
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Meriam Park Properties – Park Transfer

Background

Parks A and B

The Meriam Park (MP) Development has plans for three neighborhood parks. Park A1 (Emerson Park) is constructed and is currently being expanded into A2. Park D (Indigo Park) is now under construction. Park B will be built during a later phase of the development.

Chico Maintenance District (CMD) A21 was approved in 2018 for the maintenance, operation, and servicing improvements of Parks A and B, along with the bike path and roadway medians.

As requested by the Board, staff evaluated the existing CMD funding associated specifically with the park amenities and determined sufficient funds are being collected in order for CARD to receive the respective deeds and maintain Parks A and B in accordance with the City of Chico MOU.

Tables 1 and 2 represent the cost analysis and associated funds to be collected for the maintenance of Parks A and B and the internal calculation of maintenance costs per acre of a typical park. The analysis revealed a nominal difference between the cost per acre in the CMD and the District’s calculation.

Table 1: Chico Maintenance District A21 Cost Summary

The 20 year replacement cost is \$ 1,370,189

	Acres	Amount	% of Total
Replacement Cost Park A	3.25	646,689.50	47.2%
Replacement Cost Park B	2.28	344,079.00	25.1%
Subtotal	5.53	990,768.50	72.3%
	Allocation	For Parks	% of Total
Annual Replacement Cost	61,025.23	44,126.67	72.3%
Annual Maintenance Park A	58,370.00	58,370.00	100.0%
Annual Maintenance Park B	43,546.00	43,546.00	100.0%
Annual Miscellaneous	30,077.00	21,748.35	72.3%
Subtotal	193,018.23	167,791.01	86.9%
Acres	5.53		
Total Annual Costs	167,791.01		
Cost per acre (2018)	30,341.96		
Cost per acre adj CPI 2022	33,155.47		

Table 2: Typical CARD Neighborhood Park Cost Summary

(Including standard amenities: Turf, landscaping, irrigation, play structures, benches, pathways, basketball court, picnic areas, waste/recycling, fountains)

Maintenance and Servicing Expenditures:	Per Acre
Salary and Benefits	15,000
Agriculture	600
Maintenance Structure & Grounds	1,000
Utilities	4,800
Maintenance, Servicing, and Incidental Costs Total	21,400
Administrative Costs	6,420
Capital Replacement Costs	5,778
Admin and Replacement Costs Total	12,198
Total/Acre Funding	33,598

Park D

Staff is working with SCI Consulting and the Developer (Dan Gonzales Construction Co.), to establish a Community Facilities District (CFD) to fund ongoing maintenance and capital replacement of Park D (Indigo Park 1.07 acres).

It is anticipated that the landowner petition will be presented to the Board at the December meeting but will depend on when the documentation is received. Once the Board approves the action, the formation can be established at the subsequent meeting.

Staff Recommendation

Based on the confirmed financial model within CMD A21, staff recommends accepting the transfer of Parks A and B in Meriam Park in accordance with the City of Chico MOU.



STAFF REPORT

DATE: Oct 27, 2022
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Dog Off-Leash Exercise Area Revision

Background

The District is reviewing the park rules amended in November 2019 to allow locations for off-leash dog exercise areas in the parks. As the City of Chico continues to transfer neighborhood parks to CARD, there have been increased requests for off-leash times in those parks, in addition to increasing conflict between users.

Throughout the month of October, staff administered a survey to collect feedback. This survey opportunity was shared at each neighborhood and community park and online through social media and the CARD website. Six hundred and sixty-one (661) responses were collected, with a sample representing park users across all neighborhood and community Parks (Table 1).

Quantitative survey responses indicated a significant majority of respondents (321) preferred off-leash times 7 days a week, 5:30 – 8:30 and 5:00 – 7:00 PM compared to respondents (182) preferring no off-leash time in neighborhood parks (Table 2).

Examination of qualitative responses indicated several themes in support of and opposed to off-leash times, including:

Themes in Support of Expansion	<ul style="list-style-type: none"> + The “more the better” + Appreciate the acknowledgment of the need for off-leash times + No off-leash times in neighborhood parks is unfair, and we need to share the parks + So important to allow for gatherings of dog owners to occur in neighborhoods + Desire for more fenced dog parks
Themes Opposing Expansion	<ul style="list-style-type: none"> - Dog Owners already do not follow stated rules (picking up poop) - Need for more enforcement - Concern for safety - Concern for comingling of dogs off leash and children during afternoon hours - Afternoons are busy times for neighborhood parks

Table 1. Parks most frequently visited by respondents

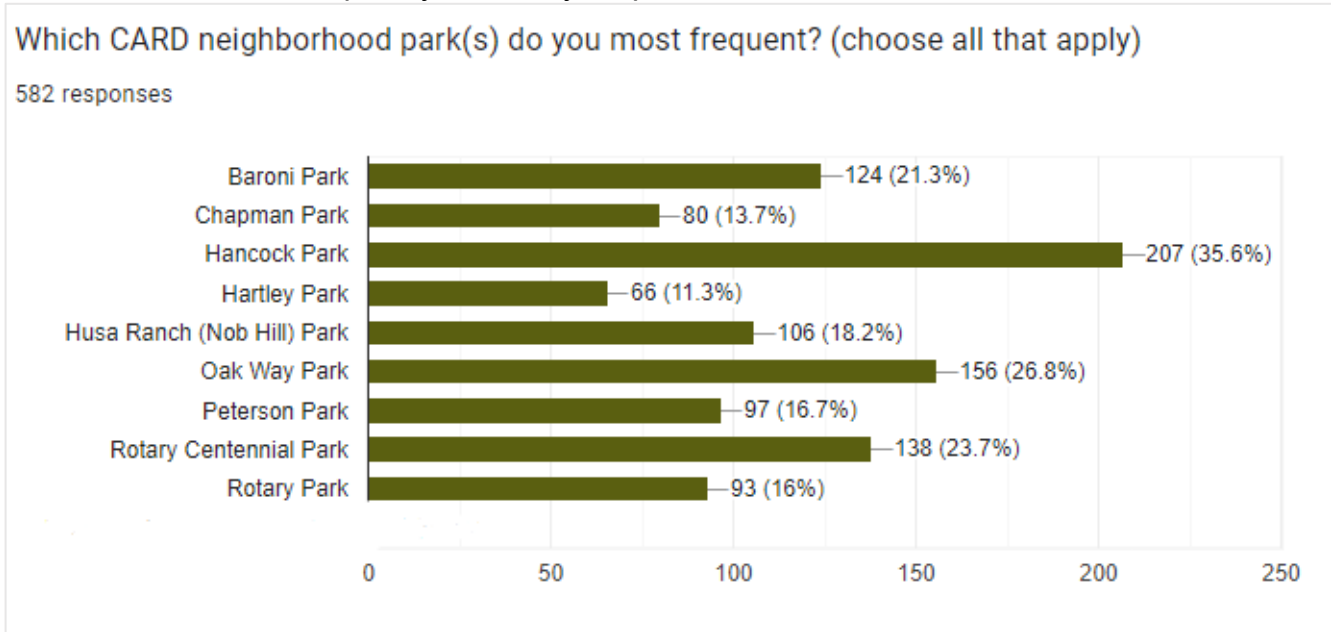
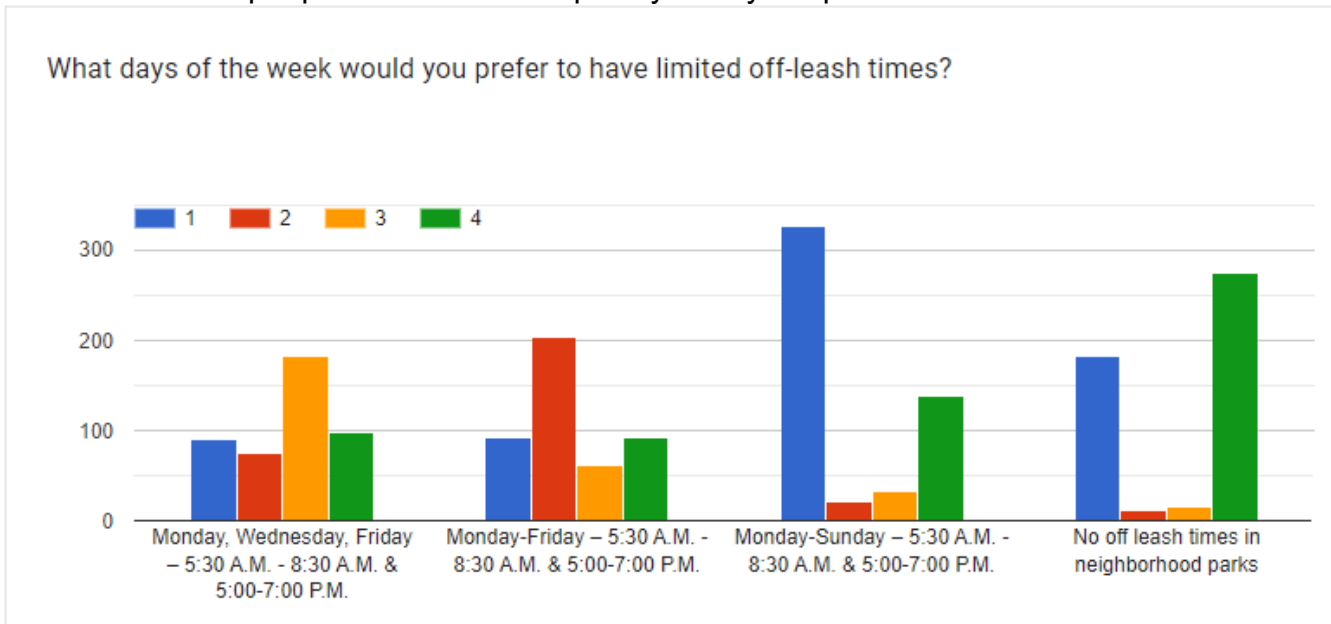


Table 2. Public input preferences for frequency of days to provide off-leash exercise



Staff Recommendation

Considering public input and with a desire to create opportunities for all members of the public to enjoy CARD Parks, staff recommend the expansion of off-leash hours in Community and Neighborhood Parks as indicated below:

Park	Current Hours	New Proposed Hours
Community Park	Heffron Field 7:00 – 9:00 AM	Heffron Field 7:00 AM – 11:00 PM
DeGarmo Park	Dog Park 7 AM – 11:00 PM	Dog Park 7:00 AM – 11:00 PM The “Basin” contained within split rail below the pavilion 7:00 AM – 11:00 PM
Hooker Oak Park	Hooker Oak and Rex Murphy Fields 7:00 AM – 9:00 AM	Hooker Oak and Rex Murphy Fields 7:00 AM – Noon
Wildwood	No Off Leash Times	No Off Leash Times
All CARD Neighborhood Parks	No Off Leash Times	Monday – Friday 5:30 AM – 8:30 AM No Off Leash Times on Weekends and Evenings

Current Off-Leash Hours Outside of CARD in Chico

- Lower Bidwell Park, Chico (5:30 AM - 8:30 AM)
- Upper Bidwell Park, Chico (along the north side of Upper Park Road)
- Sycamore Field is park of Lower Bidwell Park and follows the same regulations established for Bidwell Park.

*Note existing animal rules and regulations will continue to remain in place and are included in Section G of the CARD Rules and Regulations (attached).

***Section G – CARD Rules and Regulations**

1. Dogs and other domestic animals must be on a leash no longer than six feet in length and sufficient strength and durability that they cannot be broken by the animal. Animals must also be under the full and complete physical control of their owner or custodian and be within his or her sight at all times while on District property. Dogs are allowed off-leash only in designated off-leash areas.
2. Any dog brought to a Facility must be licensed by the jurisdiction in which the owner resides and be fully vaccinated. Proof of current vaccination against rabies and proof of current licensing must be provided upon the request of any police officer, contracted security personnel, District employee, or representative.
3. No person shall allow any dog or other animal to do any of the following:
 - a. Enter environmentally sensitive or restricted areas at a Facility.
 - b. Interfere with, bother, or disturb others at any Facility.
 - c. Engage in fighting with other dogs or animals, or allow a dog or animal to harass, threaten, or injure any person, animal, or wildlife.
 - d. Damage District property or property belonging to persons other than the owner or custodian of the animal.
 - e. Leave a Facility without cleaning up after the animal, including any feces left by it.
 - f. Bring or keep a noisy, vicious, or dangerous dog or other animal to any Facility.
 - g. Secure an animal to any stationary object at any Facility.
 - h. Leave a dog or other animal in an unattended vehicle at any Facility without adequate ventilation, or in such manner as to subject the animal to extreme temperatures that adversely affect the animal's health or welfare.
4. Dogs and other animals, other than service animals that assist persons with disabilities, are not permitted in community centers, pool areas, skate parks, and/or gymnasiums owned and/or maintained by CARD.
5. Any unaccompanied dog or animal found with or without a license or identification tag may be seized and impounded by animal control.