



## REGULAR MEETING

### Chico Area Recreation and Park District Board

545 Vallombrosa Avenue, Chico, CA 95926 | (530) 895-4711

Thursday, April 27, 2023 – 4:00 P.M.

*If you need an accommodation to participate in this meeting, please call (530) 895-4711*

Posted prior to 4:00 PM  
Monday, April 24, 2023

#### **BOARD MEMBERS**

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

#### **CARD STAFF**

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

#### **LEGAL COUNSEL**

Jeff Carter

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## **AGENDA**

### **1. CALL TO ORDER**

1.1. Roll Call

### **2. 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.*

### **3. CONSENT AGENDA**

3.1. Minutes of the Regular Meeting of the Board of Directors of March 29, 2023 -

*Action Requested: Board of Directors approve the minutes.*

3.2. Monthly Financial Report - *Action Requested: Board of Directors approve the Monthly Financial Report.*

### **4. REGULAR AGENDA**

4.1. Committee Report Out – *Information provided/possible action*

4.1.1. Facility Committee

4.1.2. Finance Committee

4.2. Landscape and Lighting Assessment Districts (Staff Report 23-018) - *Action Requested: Board of Directors adopt Resolution 23-006.*

Resolution 23-006 declares the Board's Intention to Continue to Levy the Assessments for Fiscal Year 2023-24, will Preliminarily Approving the Engineer's Reports, and providing for Notice of a Public Hearing on May 25, 2023, for the Oak Way, Amber

Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05)  
Landscaping and Lighting Assessment Districts

4.3. Resolution Adopting the Preliminary Budget for Fiscal Year 2023-2024 (Staff Report FI-23-013) - *Action Requested: Board of Directors adopt Resolution 23-007.*

Resolution 23-007 adopts the Preliminary Budget for the 2023-2024 fiscal year, makes it available for public inspection, and determines that the public hearing regarding the Preliminary Budget will be conducted on May 25, 2023, at the Regular Board Meeting, and the Board will consider adoption of the Final Budget for the Fiscal Year 2023-2024 at the Regular Board Meeting on June 22, 2023.

4.4. Items Removed from the Consent Agenda

**5. UNFINISHED BUSINESS**

5.1. Intention to Establish a Community Facilities District (Staff Report 23-019) - *Action Requested: Board of Directors approves Resolution 23-005 to conduct proceedings related to the establishment of a Community Facilities District (CFD).*

The District desires to proceed with the establishment of a CFD to provide funding for the annual operation, maintenance, and servicing of a new park development.

5.2. Chapman Park Renovation Bid Award (Staff Report FA-23-004) - *Action Requested: Board of Directors approves accept the lowest responsible bid proposal at the next regular meeting.*

District staff will present the three construction bid options that the District received related to the Chapman Neighborhood Park Renovation Project.

**6. NEW BUSINESS**

6.1. Temporary Staff – Finance Technician (Staff Report FI-23-015) - *Action Requested: Board of Directors approves the addition of a temporary, full time Finance Technician to the salary ordinance for two years, to expire on June 30, 2025.*

The District requires additional staffing in the Finance Department while they navigate the implementation of a new accounting system.

6.2. Resolution Adopting The California Uniform Public Construction Cost Accounting Act (Staff Report FI-23-016) *Action Requested: Board of Directors adopt Resolution 23-008.*  
The District adopted the updated Purchasing and Procurement Policy at the March 29 Regular Board Meeting. Resolution R23-008 will allow for the District to adopt the principles within the policy.

6.3. Community Center Construction (Staff report FA-23-005) - *Information provided/possible action.*

District staff will provide information related to a potential renovation in the Community Center to accommodate the growing workforce.

6.4. Community Park Lighting Reallocation of Funds (Staff report FA-23-007) - *Information provided/possible action.*

District staff will present a potential project to replace old lighting at Community Park using a reallocation of \$30,000 savings from the HVAC project at the DFJ.

6.5. Banner Sponsorship Program (Staff report FA-23-009) - *Information provided/possible action.*

District staff will present a potential framework for field users to utilize CARD parks for their internal sponsorship programs.

**7. DIRECTOR COMMENTS**

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

**8. STAFF COMMENTS**

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

Recreation Update (Staff Report 23-020)

Parks and Facilities Update (Staff Report 23-021)

General Manager Update (Staff Report 23-022)

**9. ADJOURNMENT**

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



## REGULAR MEETING

### Chico Area Recreation and Park District Board

545 Vallombrosa Avenue, Chico, CA 95926 | (530) 895-4711

Wednesday, March 29, 2023– 4:00 P.M.

**DRAFT**

<b>Board Members Present:</b>	Michael McGinnis, Chair Dave Donnan, Vice-Chair Tom Lando, Board Member Christopher Norden, Board Member
<b>Board Members Absent:</b>	Michael Worley, Board Member
<b>Staff Members Present:</b>	Annabel Grimm, General Manager Angela Carpenter, Finance Manager Holli Drobny, Business Services Manager Anjie Goulding, Recreation Manager Scott Schumann, Parks and Facilities Manager
<b>Legal Counsel Present:</b>	Jeff Carter, Attorney at Law

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### 1. CALL TO ORDER

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

### 2. PUBLIC COMMENTS

Verbal correspondence was received by Sy Weigel related to a safety issue on the bike trails at lower park. There was an e-bike that was driving fast and close to pedestrians. Public comment requested that e-bikes be banned from the park due to safety.

Verbal correspondence was received by Andrew Mendonca related to facilities and lighting at the MLK [Community] Park, specifically Booth Field. Public comment relayed that the condition of the lights makes the field unplayable and unsafe. Why haven't the lights at MLK [Community] Park been addressed or why hasn't the league been relocated elsewhere?

### 3. CONSENT AGENDA

- 3.1. Monthly Financial Report - *Action Requested: Board of Directors approve the Monthly Financial Report.*
- 3.2. Minutes of the Regular Meeting of the Board of Directors of February 23, 2023  
*Action Requested: Board of Directors approve the minutes as submitted.*

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

Absent: Worley

### 4. REGULAR AGENDA

- 4.1. Committee Report Out

- 4.1.1. Facility Committee
- 4.1.2. Finance Committee

4.2. Adopting Local Goals And Policies For The Use Of The Mello-Roos Community Facilities Act Of 1982 (Resolution 23-004)

**M/S/C/ (Directors Lando/McGinnis)** Board of Directors approved the adoption of local goals, policies, and appraisal standards for the pending Community Facilities District.  
**The motion was unanimously approved.**

Absent: Worley

4.3. Intention to Establish a Community Facilities District (Resolution 23-005)

The Board of Directors requested more information related to the agenda item and for it to be placed on the April agenda.

4.4. Butte Local Agency Formation Commission (LAFCO) Election (Staff Report 23-012)

**M/S/C/ (Directors Lando/McGinnis)** The Board of Directors placed their vote for Bob Matthews for the Butte LAFCO Election.

**The motion was unanimously approved.**

Absent: Worley

4.5. Procurement Policy (Staff Report FI-23-005)

**M/S/C/ (Directors Lando/Norden)** Board of Directors approved and adopted the updated Procurement of Contractors and Consultants Policy.

**The motion was unanimously approved.**

Absent:

4.6. Purchasing Policy (Staff Report FI-23-006)

**M/S/C/ (Directors Lando/Norden)** Board of Directors approved and adopted the updated Purchasing Policy with an amendment restricting the vendors submit quotes in writing.

**The motion was unanimously approved.**

Absent: Worley

## 5. NEW BUSINESS

5.1. District Event Sponsorship Package (Staff Report 23-013)

**M/S/C/ (Directors Donnan/McGinnis)** Board of Directors adopted the inclusion of the Event Sponsorship Package.

**The motion was unanimously approved.**

Absent: Worley

5.2. Aquatics and Recreation Facility Design Proposal (Staff Report 23-014)  
Public comment was received by Jeff Plumber, Chico Aquajets, related to the programmatic components being developed to assure economic sustainability.

**M/S/C/ (Directors Lando/Donnan)** Board of Directors selected Confluence's Aquatic and Recreation Facility Design Proposal.

**The motion was unanimously approved.**

Absent: Worley

## **6. DIRECTORS' COMMENTS**

Lando requested the Community Park lighting to be placed on the April agenda. Donnan thanked staff for bringing back the Easter Bunny to Spring Jamboree.

## **7. STAFF COMMENTS**

## **8. CLOSED SESSION**

Pursuant to Government Code Section 54956.9 - Conference with Legal Counsel  
Potential Litigation

Closed session announcement: Information Provided.

## **9. ADJOURNMENT**

Adjourned at **5:27** to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.



## Chico Area Recreation and Park District Board of Directors

**Staff Report FI-23-012**  
**Finance Agenda C**  
**Regular Agenda 3.2**

# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Angie Carpenter, Finance Manager  
**SUBJECT:** March 2023 - Monthly Financial Report

There are a few items to note in the March Financials:

- The Summary of All Funds on page 4 shows the total revenue for the General Funds Expenditures is \$1.9 under, which is due to the timing of reimbursements and receipt of property tax.
- The Balance Sheet on page 5 shows the General Fund Cash total of \$10.571M. The Finance Committee will consider investment strategies to maximize the interest income using CD and Money Market accounts.
- The revenue and expense summary on page 8 shows revenue trending below the 75% benchmark, which is due to the timing of payment being received and recorded.
- On page 10, full-time salaries appear higher than pace because of the number of pay periods in the year. Salaries and benefits are trending overall lower than the benchmark. Although there will be some salary savings, part-time wages will start to level off with seasonal activities such as aquatics and camps ramping up in April through June.
- Operating expenses are 65.5% of the budget (noted on page 8). Services and supplies breakdowns are listed on page 11.
  - 'Uniform Apparel' is high because of the unpredictability of individual purchase and will likely be slightly over budget because the allocation was not adjusted to account for the new full-time parks employees that were approved during this fiscal year.

- 'Communications' is trending a bit high due to expenses incurred migrating to the new phone system. We are anticipating an adjustment once some credits are applied.
- 'Technology Hardware' includes a 2021/22 expense for computers of \$14,600.
- The equipment line contains about \$16,000 of prior year expenses for back-ordered tables and chairs. In addition to several one-time purchases of equipment and small tools to outfit the new Projects Crew.
- 'Hospitality' is higher than budgeted due to the purchase of years of service recognition items. There were 11 staff with 10 years of service, 6 with 15 years, and 3 with 20 years.
- 'Sewer' is higher than anticipated due to a rate high of nearly 50% in September.
- Fee-based program observations:
  - Afterschool bills Chico Unified quarterly and should level out in March/April when the next payment is received.
  - Camp income appears disproportionate to wages and contract services based on how the individual camps rollup and activities crossing fiscal years.
  - Similarly, Classes are skewed by whether a class is taught by an instructor, contracted to a company, or independent contractor.
  - Facility Rental income leveled out as we move into spring event rentals.
  - Part-time wages in Recreation Admin are offset by income for inclusion services from Far Northern Regional Center.





**FINANCIAL STATEMENTS**

**FISCAL YEAR 2022/2023**

**MARCH 2023**

**CHICO AREA RECREATION AND PARK DISTRICT  
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MARCH 2023**

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CHICO AREA RECREATION AND PARK DISTRICT  
 BALANCE SHEET SUMMARY - ALL FUNDS  
 MARCH 2023



	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
<b>ASSETS</b>							
CASH	10,571,166	6,914,533	424,472	12,652	23,715	138,711	18,085,250
FMV ADJUSTMENT (GENERAL FUND)	-	-	-	-	-	-	-
RECEIVABLES	951,932	-	30,875	-	-	-	982,807
DUE FROM OTHER FUNDS	315,206	4,119,360	-	-	-	-	4,434,566
<b>TOTAL CURRENT ASSETS</b>	<b>11,838,304</b>	<b>11,033,893</b>	<b>455,347</b>	<b>12,652</b>	<b>23,715</b>	<b>138,711</b>	<b>23,502,622</b>
<b>PREPAID EXPENSES</b>	-	-	-	-	-	-	-
FIXED ASSETS	43,280,933	-	-	-	-	-	43,280,933
ACCUMULATED DEPRECIATION	(17,221,562)	-	-	-	-	-	(17,221,562)
<b>SUBTOTAL</b>	<b>26,059,372</b>	-	-	-	-	-	<b>26,059,372</b>
<b>TOTAL ASSETS</b>	<b>37,897,676</b>	<b>11,033,893</b>	<b>455,347</b>	<b>12,652</b>	<b>23,715</b>	<b>138,711</b>	<b>49,561,994</b>
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68</b>	<b>1,186,655</b>	-	-	-	-	-	<b>1,186,655</b>
<b>LIABILITIES</b>							
ACCOUNTS PAYABLE	5,518	-	-	-	-	-	5,518
ACCRUED EXPENSES	276,913	-	-	-	-	-	276,913
DUE TO OTHER FUNDS	4,119,360	-	-	108,973	96,550	109,683	4,434,566
OTHER LIABILITIES	800,439	-	-	-	-	-	800,439
<b>TOTAL CURRENT LIABILITIES</b>	<b>5,202,229</b>	-	-	<b>108,973</b>	<b>96,550</b>	<b>109,683</b>	<b>5,517,435</b>
<b>LONG-TERM DEBT</b>							
NET PENSION LIABILITY	657,142	-	-	-	-	-	657,142
LIABILITY FOR COMPENSATED ABSENCES	263,428	-	-	-	-	-	263,428
<b>SUBTOTAL</b>	<b>920,570</b>	-	-	-	-	-	<b>920,570</b>
<b>TOTAL LIABILITIES</b>	<b>6,122,800</b>	-	-	<b>108,973</b>	<b>96,550</b>	<b>109,683</b>	<b>6,438,005</b>
<b>TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68</b>	<b>755,205</b>	-	-	-	-	-	<b>755,205</b>
<b>FUND BALANCE</b>							
RESTRICTED	-	5,394,437	417,557	42	76	81,251	5,893,363
SPENDABLE - COMMITTED	2,501,500	-	-	-	-	-	2,501,500
SPENDABLE - ASSIGNED	-	-	-	-	-	-	-
SPENDABLE - UNASSIGNED	5,255,447	-	-	-	-	-	5,255,447
NON-SPENDABLE	26,351,721	-	-	-	-	-	26,351,721
<b>FUND BALANCE</b>	<b>34,108,669</b>	<b>5,394,437</b>	<b>417,557</b>	<b>42</b>	<b>76</b>	<b>81,251</b>	<b>40,002,031</b>
<b>TOTAL NET INCOME (LOSS)</b>	<b>(397,096)</b>	<b>5,639,456</b>	<b>37,790</b>	<b>(96,363)</b>	<b>(72,911)</b>	<b>(52,223)</b>	<b>5,058,654</b>
<b>CURRENT YEAR NET INVESTMENT IN CAPITAL ASSETS</b>	<b>(1,505,246)</b>						
<b>TOTAL FUND BALANCE</b>	<b>32,206,326</b>	<b>11,033,893</b>	<b>455,347</b>	<b>(96,321)</b>	<b>(72,834)</b>	<b>29,028</b>	<b>43,555,439</b>

CHICO AREA RECREATION AND PARK DISTRICT  
SUMMARY - ALL FUNDS  
MARCH 2023



	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
<b>REVENUE</b>							
FEE BASED PROGRAM INCOME	2,499,506	-	-	-	-	-	2,499,506
OTHER INCOME	526,336	-	-	-	-	-	526,336
RDA PASSTHROUGH	861,011	-	-	-	-	-	861,011
INVESTMENT INCOME	38,587	-	-	-	-	-	38,587
TAX INCOME / COUNTY	2,946,463	-	-	-	-	-	2,946,463
PARK IMPACT FEES	-	5,472,557	26,125	-	-	-	5,498,682
ASSESSMENTS	-	-	-	12,610	23,639	54,953	91,202
OPERATING TRANSFER IN	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>6,871,904</b>	<b>5,472,557</b>	<b>26,125</b>	<b>12,610</b>	<b>23,639</b>	<b>54,953</b>	<b>12,461,788</b>
<b>EXPENSE</b>							
SALARIES & BENEFITS	4,939,881	-	-	94,436	74,356	94,436	5,203,110
SERVICES & SUPPLIES	1,894,251	-	-	14,537	22,194	15,247	1,946,229
OPERATING TRANSFER OUT	-	-	-	-	-	-	-
CONTRIB. TO OTHER AGENCIES	9,997	-	-	-	-	-	9,997
CONTINGENCIES	-	-	-	-	-	-	-
NOTES PAYABLE / LEASE PYMTS	-	-	-	-	-	-	-
<b>TOTAL EXPENSE</b>	<b>6,844,130</b>	<b>-</b>	<b>-</b>	<b>108,973</b>	<b>96,550</b>	<b>109,683</b>	<b>7,159,336</b>
<b>NET REVENUE BEFORE SPECIAL EXPENSE</b>	<b>27,774</b>	<b>5,472,557</b>	<b>26,125</b>	<b>(96,363)</b>	<b>(72,911)</b>	<b>(54,730)</b>	<b>5,302,452</b>
<b>SPECIALLY ALLOCATED ITEMS</b>							
DEPRECIATION	654,696	-	-	-	-	-	654,696
FAIR MARKET VALUE ADJUSTMENT	(229,827)	(166,899)	(11,665)	-	-	(2,507)	(411,395)
<b>TOTAL SPECIALLY ALLOCATED</b>	<b>424,869</b>	<b>(166,899)</b>	<b>(11,665)</b>	<b>-</b>	<b>-</b>	<b>(2,507)</b>	<b>243,301</b>
<b>REVENUE OVER (UNDER)</b>	<b>(397,096)</b>	<b>5,639,456</b>	<b>37,790</b>	<b>(96,363)</b>	<b>(72,911)</b>	<b>(52,223)</b>	<b>5,059,152</b>
<b>CAPITAL ASSETS AND REPAIR PROJECTS</b>							
CAPITAL / REPAIR PROJECTS	2,156,152	-	-	-	-	-	2,156,152
CAPTIAL PROJECTS REIMBURSEMENT	650,906	-	-	-	-	-	650,906
<b>NET CAPITAL PROJECTS</b>	<b>(1,505,246)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,505,246)</b>
<b>TOTAL REVENUE OVER (UNDER) EXPENDITURES</b>	<b>(1,902,342)</b>	<b>5,639,456</b>	<b>37,790</b>	<b>(96,363)</b>	<b>(72,911)</b>	<b>(52,223)</b>	<b>3,553,905</b>

CHICO AREA RECREATION AND PARK DISTRICT  
GENERAL FUND - FUND 2490  
BALANCE SHEET  
MARCH 2023

	MARCH 2023	MARCH 2022	Increase (Decrease)	
			\$ Change	% Change
<b>ASSETS</b>				
<b>CASH</b>				
* CASH ON DEPOSIT WITH COUNTY (GENERAL FUND)	4,768,347	6,001,847	(1,233,500)	-21%
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	5,703,158	453,857	5,249,301	1157%
PETTY CASH	800	800	-	0%
BANK SUSPENSE	97,795	1,203,930	(1,106,135)	-92%
<b>SUBTOTAL</b>	<b>10,571,166</b>	<b>7,663,122</b>	<b>2,908,044</b>	<b>38%</b>
<b>RECEIVABLES</b>				
ACCOUNTS RECEIVABLE	951,932	433,027	518,905	120%
<b>RECEIVABLES</b>	<b>951,932</b>	<b>433,027</b>	<b>518,905</b>	<b>120%</b>
<b>DUE FROM OTHER FUNDS</b>				
DUE TO GENERAL FUND FROM OTHER FUNDS	315,206	198,376	116,829	59%
<b>TOTAL CURRENT ASSETS</b>	<b>11,838,304</b>	<b>8,294,525</b>	<b>3,543,779</b>	<b>43%</b>
<b>FIXED ASSETS</b>				
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%
<b>SUBTOTAL</b>	<b>43,280,933</b>	<b>41,744,537</b>	<b>1,536,397</b>	<b>4%</b>
ACCUMULATED DEPRECIATION	(17,221,562)	(15,708,362)	(1,513,200)	10%
<b>SUBTOTAL</b>	<b>26,059,372</b>	<b>26,036,174</b>	<b>23,197</b>	<b>0%</b>
<b>TOTAL ASSETS</b>	<b>37,897,676</b>	<b>34,330,700</b>	<b>3,566,976</b>	<b>10%</b>
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68</b>	<b>1,186,655</b>	<b>1,437,135</b>	<b>(250,480)</b>	<b>-17%</b>

**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.

CHICO AREA RECREATION AND PARK DISTRICT  
GENERAL FUND - FUND 2490  
BALANCE SHEET  
MARCH 2023

	MARCH 2023	MARCH 2022	Increase (Decrease)	
			\$ Change	% Change
<b>LIABILITIES</b>				
<b>ACCOUNTS PAYABLE</b>	<b>5,518</b>	<b>98,898</b>	(93,380)	-94%
<b>ACCRUED EXPENSES</b>				
ACCRUED PAYROLL	237,714	50	237,664	0%
PAYROLL FEDERAL TAXES	18,208	512	17,695	3453%
PAYROLL STATE TAXES	5,918	(313)	6,231	-1993%
PAYROLL EMPLOYEE MEDI & FICA	23,022	167	22,855	13664%
PAYROLL EMPLOYER MEDI & FICA LIAB	22,855	0	22,855	10883348%
PAYROLL SDI	2,826	(6)	2,832	-45756%
PAYROLL GARNISHMENTS	(43,313)	(8,061)	(35,252)	437%
UNION DUES - SUPERVISORS	461	94	367	392%
UNION DUES - PARKS	3,042	-	3,042	0%
EMPLOYER CALPERS	-	-	-	0%
EMPLOYEE CALPERS	-	-	-	0%
457 EMPLOYEE CONTRIBUTIONS	6,560	3,552	3,008	85%
457 ROTH EMPLOYEE CONTRIBUTIONS	425	-	425	0%
EMPLOYEE VOLUNTARY LIFE/AD&D	724	-	724	0%
EMPLOYEE MEDICAL WITHHOLDINGS	(1,531)	(1,531)	-	0%
VOUCHERS PAYABLE ACCRUAL	-	-	-	0%
<b>ACCRUED EXPENSES</b>	<b>276,913</b>	<b>(5,535)</b>	<b>282,448</b>	<b>-5103%</b>
<b>DUE TO OTHER FUNDS</b>				
DUE TO OTHER FUNDS FROM GENERAL FUND	4,119,360	-	4,119,360	0%
<b>OTHER LIABILITIES</b>				
BANK CHARGE CLEARING ACCOUNT	(195)	(73,656)	73,461	-100%
DEFERRED REVENUE	740,449	660,330	80,119	12%
OTHER LIAB - CLASS CLEARING ACCT	3,423	4,282	(859)	-20%
UNEARNED REVENUE	(0)	6,049	(6,049)	-100%
SECURITY DEPOSITS	49,450	51,100	(1,650)	-3%
TIME EXPIRED HOLDING ACCT	8,403	7,403	1,000	14%
<b>SUBTOTAL</b>	<b>800,439</b>	<b>655,507</b>	<b>144,932</b>	<b>22%</b>
<b>TOTAL CURRENT LIABILITIES</b>	<b>5,202,229</b>	<b>748,870</b>	<b>4,453,359</b>	<b>595%</b>
<b>LONG-TERM DEBT</b>				
NET PENSION LIABILITY	657,142	2,673,147	(2,016,005)	-75%
LIABILITY FOR COMPENSATED ABSENCES	263,428	230,883	32,545	14%
<b>SUBTOTAL</b>	<b>920,570</b>	<b>2,904,030</b>	<b>(1,983,460)</b>	<b>-68%</b>
<b>TOTAL LIABILITIES</b>	<b>6,122,800</b>	<b>3,652,900</b>	<b>2,469,900</b>	<b>68%</b>
<b>TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68</b>	<b>755,205</b>	<b>387,623</b>	<b>367,582</b>	<b>95%</b>

CHICO AREA RECREATION AND PARK DISTRICT  
GENERAL FUND - FUND 2490  
BALANCE SHEET  
MARCH 2023

FUND BALANCE	MARCH 2023	MARCH 2022	Increase (Decrease)	
			\$ Change	% Change
<b>SPENDABLE - COMMITTED</b>				
SPENDABLE - COMMITTED - PETTY CASH	1,500	1,500	-	0%
SPENDABLE - COMMITTED - GENERAL RESERVE	2,500,000	2,000,000	500,000	25%
<b>SUBTOTAL</b>	<b>2,501,500</b>	<b>2,001,500</b>	<b>500,000</b>	<b>25%</b>
<b>SPENDABLE - ASSIGNED</b>				
	-	-	-	0%
<b>SPENDABLE - UNASSIGNED</b>				
	5,255,447	4,470,982	784,465	18%
<b>NON-SPENDABLE</b>				
	26,351,721	26,036,174	315,547	1%
<b>TOTAL FUND BALANCE - GENERAL FUND</b>	<b>34,108,669</b>	<b>33,694,156</b>	<b>414,513</b>	<b>1%</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>40,589,577</b>	<b>37,525,457</b>		
<b>TOTAL NET INCOME (LOSS)</b>	<b>(397,096)</b>	<b>(209,222)</b>	<b>(187,874)</b>	<b>90%</b>
<b>CURRENT YEAR NET INVESTMENT IN CAPITAL ASSETS</b>	<b>(1,505,246)</b>	<b>22,618</b>	<b>(1,527,864)</b>	<b>-6755%</b>
<b>TOTAL FUND BALANCE</b>	<b>32,206,326</b>	<b>33,462,316</b>	<b>(1,255,990)</b>	<b>-4%</b>

**CHICO AREA RECREATION AND PARK DISTRICT  
EXECUTIVE SUMMARY  
GENERAL FUND - FUND 2490  
MARCH 2023  
REPRESENTS 75% OF THE YEAR**

	<b>2022-2023 BUDGET</b>	<b>2022-2023 YTD</b>	<b>2022-2023 % BUDGET</b>	<b>Remaining Budget</b>	<b>2021-2022 BUDGET</b>	<b>2021-2022 YTD</b>	<b>2021-2022 % BUDGET</b>	<b>DIFF. BY YEAR</b>
<b>REVENUE</b>								
FEE BASED PROGRAM INCOME	3,520,637	2,499,506	71.0%	1,021,131	3,030,341	2,144,406	70.8%	355,100
OTHER INCOME	664,865	526,336	79.2%	138,529	528,350	325,403	61.6%	200,933
RDA PASSTHROUGH	1,600,000	861,011	53.8%	738,989	1,540,000	793,915	51.6%	67,096
INVESTMENT INCOME	45,000	38,587	85.7%	6,413	40,000	28,338	70.8%	10,250
TAX INCOME / COUNTY	4,655,000	2,946,463	63.3%	1,708,537	4,178,000	2,651,360	63.5%	295,103
BACKFILL TAX INCOME	-	-	0.0%	-	-	14,859	0.0%	(14,859)
<b>TOTAL REVENUE</b>	<b>10,485,502</b>	<b>6,871,904</b>	<b>65.5%</b>	<b>3,613,598</b>	<b>9,316,691</b>	<b>5,958,280</b>	<b>64.0%</b>	<b>913,623</b>
<b>OPERATING EXPENDITURES</b>								
SALARIES AND BENEFITS	7,320,959	4,939,881	67.5%	2,381,078	6,581,096	4,432,783	67.4%	507,098
SERVICES AND SUPPLIES	2,829,608	1,894,251	66.9%	935,357	2,570,458	1,694,176	65.9%	200,075
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%	-
<b>TOTAL OPERATING EXPENDITURES</b>	<b>10,453,501</b>	<b>6,844,130</b>	<b>65.5%</b>	<b>3,341,437</b>	<b>9,385,764</b>	<b>6,126,959</b>	<b>65.3%</b>	<b>717,171</b>
<b>NET REVENUE BEFORE SPEC. EXP.</b>	<b>32,001</b>	<b>27,774</b>		<b>4,227</b>	<b>(69,073)</b>	<b>(168,679)</b>		<b>196,453</b>
<b>SPECIALLY ALLOCATED ITEMS</b>								
DEPRECIATION	-	654,696	0.0%	-	-	-	0.0%	654,696
FAIR MARKET VALUE ADJUSTMENT	-	(229,827)	0.0%	229,827	-	40,543	0.0%	(270,369)
<b>TOTAL SPECIALLY ALLOCATED</b>	<b>-</b>	<b>424,869</b>	<b>0.0%</b>	<b>229,827</b>	<b>-</b>	<b>40,543</b>	<b>0.0%</b>	<b>384,327</b>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<b>32,001</b>	<b>(397,096)</b>			<b>(69,073)</b>	<b>(209,222)</b>		<b>(187,874)</b>



**CHICO AREA RECREATION AND PARK DISTRICT  
REVENUE SUMMARY  
GENERAL FUND - FUND 2490  
MARCH 2023  
REPRESENTS 75% 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
<b>FEE BASED PROGRAM INCOME</b>								
AFTER SCHOOL & CAMP PROGRAMS								
AFTERSCHOOL	2,052,225	1,382,112	67.3%	670,113	1,593,933	1,257,176	78.9%	124,935
CAMPS	301,300	252,911	83.9%	48,389	266,690	241,726	90.6%	11,185
RECREATION ADMIN	15,000	37,201	248.0%	-	-	-	0.0%	-
<b>SUBTOTAL</b>	<b>2,368,525</b>	<b>1,672,224</b>	<b>70.6%</b>	<b>718,503</b>	<b>1,860,623</b>	<b>1,498,903</b>	<b>80.6%</b>	<b>136,120</b>
<b>AQUATICS</b>	<b>160,570</b>	<b>51,780</b>	<b>32.2%</b>	<b>108,790</b>	<b>184,109</b>	<b>80,235</b>	<b>43.6%</b>	<b>(28,455)</b>
CLASSES								
GENERAL CLASSES	147,260	130,836	88.8%	16,424	84,000	82,362	98.0%	48,475
COMMUNITY BAND	2,000	4,034	201.7%	-	1,000	1,920	192.0%	2,113
YOUTH CLASSES	65,000	35,176	54.1%	29,824	59,003	46,646	79.1%	(11,470)
<b>SUBTOTAL</b>	<b>214,260</b>	<b>170,045</b>	<b>79.4%</b>	<b>29,824</b>	<b>144,003</b>	<b>130,928</b>	<b>90.9%</b>	<b>39,118</b>
<b>ADULT SPORTS</b>	<b>232,942</b>	<b>132,851</b>	<b>57.0%</b>	<b>99,399</b>	<b>233,995</b>	<b>122,263</b>	<b>52.3%</b>	<b>10,588</b>
NATURE CENTER								
PROGRAM FEE INCOME	256,840	212,440	82.7%	44,400	188,560	123,181	65.3%	89,258
<b>SUBTOTAL</b>	<b>256,840</b>	<b>212,440</b>	<b>82.7%</b>	<b>44,400</b>	<b>374,120</b>	<b>123,181</b>	<b>32.9%</b>	<b>89,258</b>
OTHER PROGRAMS								
SCHOLARSHIPS	(25,000)	(5,329)	21.3%	-	(25,000)	(4,686)	18.7%	(644)
SPECIAL EVENTS	30,000	22,470	74.9%	7,530	6,900	-	0.0%	22,470
SENIOR ADULT PROGRAMS	32,500	9,812	30.2%	22,688	6,000	20,622	343.7%	(10,810)
YOUTH SPORTS	250,000	233,414	93.4%	16,586	245,591	172,960	70.4%	60,453
<b>SUBTOTAL</b>	<b>287,500</b>	<b>260,166</b>	<b>90.5%</b>	<b>47,005</b>	<b>233,491</b>	<b>188,896</b>	<b>80.9%</b>	<b>71,270</b>
<b>TOTAL FEE BASED PROGRAMS</b>	<b>3,520,637</b>	<b>2,499,506</b>	<b>71.0%</b>	<b>1,164,435</b>	<b>3,030,341</b>	<b>2,144,406</b>	<b>70.8%</b>	<b>305,692</b>
OTHER INCOME								
FACILITY RENTAL INCOME	444,865	301,967	67.9%	142,898	346,450	240,862	69.5%	61,105
REBATES & REIMBURSED COSTS	30,000	42,570	141.9%	-	30,000	36,234	120.8%	6,337
REIMBURSEMENTS - CITY PARKS	180,000	145,841	81.0%	34,159	141,900	28,194	19.9%	117,647
MISCELLANEOUS	-	18,952	0.0%	-	-	6,044	0.0%	12,908
ENDOWMENTS	10,000	8,395	83.9%	1,605	10,000	8,146	81.5%	249
DONATIONS	-	8,611	0.0%	-	-	5,923	0.0%	2,688
<b>TOTAL OTHER INCOME</b>	<b>664,865</b>	<b>526,336</b>	<b>79.2%</b>	<b>178,662</b>	<b>528,350</b>	<b>325,403</b>	<b>61.6%</b>	<b>200,933</b>
REVENUE FROM OTHER AGENCIES								
RDA PASSTHROUGH	1,600,000	861,011	53.8%	738,989	1,540,000	793,915	51.6%	67,096
INVESTMENT INCOME	45,000	38,587	85.7%	6,413	40,000	28,338	70.8%	10,250
TAX INCOME / COUNTY	4,655,000	2,946,463	63.3%	1,708,537	4,178,000	2,651,360	63.5%	295,103
<b>TOTAL REVENUE FROM OTHER AGENCIES</b>	<b>6,300,000</b>	<b>3,846,061</b>	<b>61.0%</b>	<b>2,453,939</b>	<b>5,758,000</b>	<b>3,488,471</b>	<b>60.6%</b>	<b>357,590</b>
<b>TOTAL REVENUE</b>	<b>10,485,502</b>	<b>6,871,904</b>	<b>65.5%</b>	<b>3,797,036</b>	<b>9,316,691</b>	<b>5,958,280</b>	<b>64.0%</b>	<b>864,215</b>

**CHICO AREA RECREATION AND PARK DISTRICT  
SALARIES AND BENEFITS SUMMARY  
GENERAL FUND - FUND 2490  
MARCH 2023  
REPRESENTS 75% OF THE YEAR**

	<b>2022-2023 BUDGET</b>	<b>2022-2023 YTD</b>	<b>2022-2023 % BUDGET</b>	<b>2021-2022 BUDGET</b>	<b>2021-2022 YTD</b>	<b>2021-2022 % BUDGET</b>	<b>DIFF. BY YEAR</b>
<b>SALARIES</b>							
FULL-TIME SALARIES	3,055,000	2,360,034	77.3%	2,640,000	1,949,264	73.8%	410,770
PART-TIME SALARIES	2,752,000	1,693,670	61.5%	2,419,334	1,435,041	59.3%	258,629
ACCUMULATED LEAVE	41,000	-	0.0%	41,000	-	0.0%	-
INSTRUCTORS	32,000	60,527	189.1%	53,541	44,962	84.0%	15,565
<b>SUBTOTAL</b>	<b>5,880,000</b>	<b>4,114,230</b>	<b>70.0%</b>	<b>5,153,875</b>	<b>3,429,267</b>	<b>66.5%</b>	<b>684,964</b>
<b>BENEFITS</b>							
FICA	445,000	314,006	70.6%	392,000	257,830	65.8%	56,177
RETIREMENT	629,000	397,508	63.2%	541,000	507,653	93.8%	(110,145)
HEALTH INSURANCE	565,400	267,217	47.3%	438,500	262,570	59.9%	4,646
UNEMPLOYMENT INSURANCE	30,000	3,185	10.6%	98,000	12,600	12.9%	(9,415)
WORKERS COMP INSURANCE	120,000	106,963	89.1%	152,000	146,862	96.6%	(39,900)
ALLOCATION TO OTHER FUNDS	(348,441)	(263,228)	75.5%	(194,279)	(183,999)	94.7%	(79,230)
<b>SUBTOTAL</b>	<b>1,440,959</b>	<b>825,651</b>	<b>57.3%</b>	<b>1,427,221</b>	<b>1,003,517</b>	<b>70.3%</b>	<b>(177,866)</b>
<b>TOTAL SALARIES AND BENEFITS</b>	<b>7,320,959</b>	<b>4,939,881</b>	<b>67.5%</b>	<b>6,581,096</b>	<b>4,432,783</b>	<b>67.4%</b>	<b>507,098</b>

**CHICO AREA RECREATION AND PARK DISTRICT  
SERVICES AND SUPPLIES SUMMARY  
GENERAL FUND - FUND 2490  
MARCH 2023  
REPRESENTS 75% 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
<b>SERVICES AND SUPPLIES</b>								
MARKETING	44,000	15,726	35.7%	28,274	30,000	9,857	32.9%	5,870
UNIFORM APPAREL	8,000	7,895	98.7%	105	7,000	5,801	82.9%	2,094
PROGRAM APPAREL	-	5,793	0.0%	-	-	-	0.0%	5,793
COMMUNICATIONS	52,358	45,661	87.2%	6,697	52,358	35,217	67.3%	10,444
* INSURANCE	270,000	292,512	108.3%	-	240,500	241,320	100.3%	51,192
TECHNOLOGY SOFTWARE	105,000	74,841	71.3%	30,159	-	-	0.0%	74,841
TECHNOLOGY HARDWARE	30,000	25,025	83.4%	4,975	20,000	22,036	110.2%	2,989
EQUIPMENT MAINTENANCE	23,250	24,857	106.9%	-	22,330	23,399	104.8%	1,458
EQUIPMENT	9,200	48,598	528.2%	-	14,621	11,364	77.7%	37,234
VEHICLE MAINTENANCE	18,000	15,698	87.2%	2,302	12,500	19,731	157.9%	(4,034)
STRUCTURE & GROUNDS	190,950	114,463	59.9%	76,487	178,100	99,945	56.1%	14,518
VANDALISM	5,460	1,693	31.0%	3,767	5,445	1,805	33.2%	(112)
SERVICES	292,200	201,929	69.1%	90,271	5,400	5,197	96.2%	201,929
** CONTRACT SERVICES	716,616	368,229	51.4%	348,387	827,000	546,246	66.1%	(178,017)
LEGAL NOTICES	1,000	481	48.1%	519	22,000	7,430	33.8%	(6,948)
RENT/LEASE STRUCTURES	2,000	1,000	50.0%	1,000	2,000	1,500	75.0%	(500)
SMALL TOOLS	3,900	15,013	384.9%	-	3,905	3,441	88.1%	11,571
PROFESSIONAL DEVELOPMENT	28,000	26,776	95.6%	1,224	33,500	22,995	68.6%	3,781
MISCELLANEOUS	10,000	5,179	51.8%	4,821	14,000	13,530	96.6%	(8,351)
SUPPLIES	366,540	187,980	51.3%	178,560	340,020	158,259	46.5%	29,591
HOSPITALITY	5,000	7,138	142.8%	-	5,000	2,124	42.5%	1,930
FUEL	50,000	37,188	74.4%	12,812	60,000	27,602	46.0%	9,586
TRANSPORTATION	3,700	1,980	53.5%	1,720	3,470	-	0.0%	1,980
DIST OFFICE BOARD MTG EXP	10,000	4,775	47.8%	5,225	10,000	7,350	73.5%	(2,575)
USE TAX	1,500	-	0.0%	1,500	1,500	24	1.6%	(24)
TRAVEL	10,000	4,524	45.2%	5,476	15,000	8,299	55.3%	(3,775)
<b>SUBTOTAL</b>	<b>2,281,674</b>	<b>1,545,076</b>	<b>67.7%</b>	<b>819,158</b>	<b>1,925,649</b>	<b>1,274,471</b>	<b>66.2%</b>	<b>272,718</b>
<b>UTILITIES</b>								
WATER	151,521	70,688	46.7%	80,833	97,955	78,322	80.0%	(7,634)
ELECTRICITY	309,072	217,418	70.3%	91,654	280,196	197,116	70.3%	20,302
GAS	79,992	53,366	66.7%	26,626	65,743	36,195	55.1%	17,171
SEWER	7,349	7,703	104.8%	-	6,400	5,666	88.5%	2,037
<b>SUBTOTAL</b>	<b>547,934</b>	<b>349,175</b>	<b>63.7%</b>	<b>199,113</b>	<b>450,294</b>	<b>317,299</b>	<b>70.5%</b>	<b>31,875</b>
<b>TOTAL SERVICE &amp; SUPPLY</b>	<b>2,829,608</b>	<b>1,894,251</b>	<b>66.9%</b>	<b>1,018,271</b>	<b>2,570,458</b>	<b>1,694,176</b>	<b>65.9%</b>	<b>207,255</b>

\* 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  
MARCH 2023  
REPRESENTS 75% OF THE YEAR**

	<b>ORIGINAL 2022-2023 BUDGET</b>	<b>REVISED 2022-2023 BUDGET</b>	<b>2022-2023 YTD</b>	<b>2022-2023 % BUDGET</b>	<b>Remaining Budget</b>
<b>CAPITAL PROJECTS</b>					
ADA - COMPLETE TRANSITION PLAN	135,000	135,000	21,061	15.6%	113,939
HOOKER OAK SOFTBALL LIGHTING	890,000	890,000	799,264	89.8%	90,736
** HOOKER OAK BASKETBALL RESURFACE	35,400	73,900	64,300	87.0%	9,600
FIELDHOUSE HVAC	66,000	66,000	54,751	83.0%	11,249
POOL ROOM ROOF REPLACEMENT	48,000	48,000	36,060	75.1%	11,940
** ROTARY PARK BASKETBALL RESURFACE	35,400	73,900	75,988	102.8%	-
DISTRICT WIDE DEFERRED MAINTENANCE	140,000	140,000	111,841	79.9%	28,159
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	17,500	20.8%	66,500
DFJ HVAC REPLACEMENT	550,000	427,000	379,647	88.9%	47,353
BOCCE BALL COURT	450,000	891,285	35,045	3.9%	856,240
OAK WAY PLAYGROUND - PROP 68	-	8,123	370	4.6%	7,753
DFJ CHAPMAN PARK RENOVATION	2,900,000	2,900,000	294,978	10.2%	2,605,022
COMMUNITY CENTER OVEN REPLACEMENT	-	26,256	24,906	94.9%	1,350
<b>SUBTOTAL CAPITAL PROJECTS</b>	<b>5,724,040</b>	<b>6,153,704</b>	<b>1,915,710</b>	<b>31.1%</b>	<b>4,240,081</b>
<b>FIELD/PROGRAM EQUIPMENT</b>					
TRACTOR	102,000	102,000	15,764	15.5%	86,236
GATOR	15,000	15,000	-	0.0%	15,000
DECK MOWER	85,000	85,000	82,473	97.0%	2,527
FLOOR MACHINE	-	6,623	6,623	100.0%	-
<b>SUBTOTAL FIELD/PROGRAM EQUIPMENT</b>	<b>202,000</b>	<b>208,623</b>	<b>104,860</b>	<b>50.3%</b>	<b>103,763</b>
<b>VEHICLES</b>					
* ROVING CREW TRUCK	-	36,500	31,109	85.2%	5,391
PROJECT CREW TRUCK	65,000	65,000	52,693	81.1%	12,307
*** 1-TON TRUCK	60,000	60,000	51,780	86.3%	8,220
*** TRAILER	15,000	15,000	-	0.0%	15,000
<b>SUBTOTAL VEHICLES</b>	<b>140,000</b>	<b>176,500</b>	<b>135,582</b>	<b>76.8%</b>	<b>40,918</b>
<b>TOTAL CAPITAL PROJECTS/FIXED ASSETS</b>	<b>6,066,040</b>	<b>6,538,827</b>	<b>2,156,152</b>	<b>33.0%</b>	<b>3,909,888</b>

<b>CAPITAL PROJECTS REIMBURSEMENT</b>					
CPRS PLAYGROUND GRANT	150,000	150,000	-	0.0%	150,000
CHAPMAN PROP 68 GRANT FUNDING	2,900,000	2,900,000	-	0.0%	2,900,000
OAK WAY PROP 68 GRANT FUNDING	-	8,123	-	0.0%	8,123
COMMUNITY PARK IMPACT FEE FUND	450,000	891,285	-	0.0%	891,285
GENERAL FUND UNASSIGNED FUND BALANCE	2,591,040	2,607,796	-	0.0%	2,607,796
ROTARY DONATIONS	-	-	-	0.0%	-
CITY OF CHICO - CENTENNIAL PARK	-	-	650,906	0.0%	-
<b>TOTAL CAPITAL PROJECTS REIMBURSEMENT</b>	<b>6,091,040</b>	<b>6,557,204</b>	<b>650,906</b>	<b>9.9%</b>	<b>5,440,134</b>

<b>TOTAL EXPENSE (OVER) UNDER REIMBURSEMENTS</b>	<b>25,000</b>	<b>18,377</b>	<b>(1,505,246)</b>	<b>0.0%</b>	<b>1,530,246</b>
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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

\*\*\* 2023 Deck Mower for \$100,000 was removed and funds were allocated to 1-Ton Truck and Trailer.

CHICO AREA RECREATION AND PARK DISTRICT  
PROGRAM SUMMARY 2022-2023  
March 2023  
Month 9 and 75% of the Year

DESCRIPTION	2022-2023 Budget	March 2023	2022-2023 YTD	2022-2023 % of Budget	Remaining Budget	2021-2022 Budget	March 2022	2021-2022 YTD	2021-2022 % of Budget	YTD Difference by Year
<b>AFTERSCHOOL</b>										
INCOME	2,052,225	109,371	1,382,112	67%	670,113	1,593,933	114,937	1,257,176	79%	124,935
PART-TIME WAGES	(1,289,000)	(142,270)	(793,546)	62%	(495,454)	(926,759)	(79,851)	(652,674)	70%	(140,872)
SUPPLIES	(27,135)	(1,876)	(11,591)	43%	(15,544)	(34,500)	(732)	(14,166)	41%	2,575
<b>TOTAL AFTERSCHOOL</b>	<b>736,090</b>	<b>(34,774)</b>	<b>576,975</b>	<b>78%</b>	<b>159,115</b>	<b>632,675</b>	<b>34,354</b>	<b>590,337</b>	<b>93%</b>	<b>(13,362)</b>
<b>CAMPS</b>										
INCOME	301,300	2,100	252,911	84%	48,389	266,690	3,900	241,726	91%	11,185
PART-TIME WAGES	(98,600)	(337)	(91,395)	93%	(7,205)	(118,939)	(207)	(76,861)	65%	(14,534)
INSTRUCTORS	(2,000)	-	-	0%	(2,000)	(8,000)	-	-	0%	-
PROGRAM APPAREL	-	-	(1,859)	0%	1,859	-	-	-	0%	(1,859)
GENERAL SERVICES	-	(780)	(2,556)	0%	2,556	-	-	-	0%	(2,556)
CONTRACT SERVICES	(54,416)	-	(42,875)	79%	(11,541)	(41,025)	(2,430)	(60,912)	148%	18,037
SUPPLIES	(16,650)	-	(3,682)	22%	(12,968)	(16,970)	-	(3,691)	22%	9
HOSPITALITY	-	-	(22)	0%	22	-	-	-	0%	(22)
TRANSPORTATION	(2,800)	-	(1,540)	55%	(1,260)	(2,570)	-	-	0%	(1,540)
<b>TOTAL CAMPS</b>	<b>126,834</b>	<b>983</b>	<b>108,981</b>	<b>86%</b>	<b>17,853</b>	<b>79,186</b>	<b>1,263</b>	<b>100,262</b>	<b>127%</b>	<b>8,719</b>
<b>AQUATICS</b>										
INCOME	160,570	4,950	51,939	32%	108,631	171,409	-	80,235	47%	(28,296)
PART-TIME WAGES	(134,000)	(2,672)	(57,205)	43%	(76,795)	(124,912)	-	(54,381)	44%	(2,824)
SUPPLIES	(3,500)	-	(1,073)	31%	(2,427)	(5,650)	-	(890)	16%	(182)
<b>TOTAL AQUATICS</b>	<b>23,070</b>	<b>2,278</b>	<b>(6,338)</b>	<b>-27%</b>	<b>29,408</b>	<b>40,847</b>	<b>-</b>	<b>24,964</b>	<b>61%</b>	<b>(31,303)</b>
<b>CLASSES</b>										
INCOME	214,260	23,896	170,045	79%	44,215	144,003	24,303	130,928	91%	39,118
PART-TIME WAGES	(53,000)	(3,052)	(19,741)	37%	(33,259)	(17,541)	(2,226)	(19,022)	108%	(719)
INSTRUCTORS	(30,000)	-	(40,786)	136%	10,786	(52,800)	(7,114)	(44,962)	85%	4,176
CONTRACT SERVICES	(38,500)	(10,785)	(42,793)	111%	4,293	(18,000)	(640)	(9,600)	53%	(33,193)
SUPPLIES	(5,200)	(490)	(2,730)	52%	(2,470)	(4,750)	(184)	(1,921)	40%	(809)
<b>TOTAL CLASSES</b>	<b>87,560</b>	<b>9,569</b>	<b>63,996</b>	<b>73%</b>	<b>23,564</b>	<b>50,912</b>	<b>14,138</b>	<b>55,423</b>	<b>109%</b>	<b>8,573</b>
<b>ADULT SPORTS</b>										
INCOME	232,942	20,423	132,851	57%	100,091	233,995	14,039	122,263	52%	10,588
PART-TIME WAGES	(160,000)	(6,749)	(41,194)	26%	(118,806)	(96,445)	(3,449)	(21,439)	22%	(19,755)
OFFICIALS	-	(4,775)	(48,510)	0%	48,510	(2,880)	(1,207)	(29,940)	1040%	(18,570)
SUPPLIES	(25,650)	(863)	(8,539)	33%	(17,111)	(16,725)	(61)	(8,606)	51%	66
<b>TOTAL ADULT SPORTS</b>	<b>47,292</b>	<b>8,035</b>	<b>34,608</b>	<b>73%</b>	<b>12,684</b>	<b>117,945</b>	<b>9,323</b>	<b>62,278</b>	<b>53%</b>	<b>(27,670)</b>

CHICO AREA RECREATION AND PARK DISTRICT  
PROGRAM SUMMARY 2022-2023  
March 2023  
Month 9 and 75% of the Year

DESCRIPTION	2022-2023		2022-2023	2022-2023	Remaining Budget	2021-2022		2021-2022	2021-2022	YTD Difference by Year
	Budget	March 2023	YTD	% of Budget		Budget	March 2022	YTD	% of Budget	
<b>YOUTH SPORTS</b>										
INCOME	250,000	19,456	233,414	93%	16,586	245,591	12,518	172,960	70%	60,453
PART-TIME WAGES	(149,000)	(13,684)	(98,636)	66%	(50,364)	(128,295)	(4,637)	(69,131)	54%	(29,505)
GENERAL SERVICES	-	-	(125)	0%	125	-	-	-	0%	(125)
CONTRACT SERVICES	-	-	-	0%	-	-	-	(598)	0%	598
SUPPLIES	(32,950)	(916)	(14,593)	44%	(18,357)	(30,830)	(1,612)	(19,374)	63%	4,780
<b>TOTAL YOUTH SPORTS</b>	<b>68,050</b>	<b>4,857</b>	<b>120,060</b>	<b>176%</b>	<b>(52,010)</b>	<b>86,466</b>	<b>6,269</b>	<b>83,858</b>	<b>97%</b>	<b>36,202</b>
<b>SENIOR PROGRAMS</b>										
INCOME	32,500	29	9,812	30%	22,688	6,000	28	20,622	344%	(10,810)
PART-TIME WAGES	(1,600)	-	-	0%	(1,600)	-	-	-	0%	-
GENERAL SERVICES	(10,000)	(2,841)	(8,437)	84%	(1,563)	-	-	-	0%	(8,437)
CONTRACT SERVICES	(3,500)	-	-	0%	(3,500)	(4,000)	(792)	(7,452)	186%	7,452
SUPPLIES	(950)	-	(378)	40%	(572)	(200)	-	(1,741)	870%	1,363
<b>TOTAL SENIOR PROGRAMS</b>	<b>16,450</b>	<b>(2,812)</b>	<b>998</b>	<b>6%</b>	<b>15,452</b>	<b>1,800</b>	<b>(764)</b>	<b>11,428</b>	<b>635%</b>	<b>(10,430)</b>
<b>SPECIAL EVENTS</b>										
INCOME	30,000	4,750	18,427	61%	11,573	6,900	-	-	0%	18,427
GRANT INCOME	-	-	4,043	0%	(4,043)	-	-	-	0%	4,043
PART-TIME WAGES	-	-	-	0%	-	(22,716)	-	-	0%	-
MARKETING	-	(500)	(1,091)	0%	1,091	-	-	-	0%	(1,091)
GENERAL SERVICES	-	(2,020)	(12,742)	0%	12,742	-	-	-	0%	(12,742)
CONTRACT SERVICES	(4,000)	-	-	0%	(4,000)	(2,900)	-	-	0%	-
SUPPLIES	(16,000)	(494)	(5,277)	33%	(10,723)	(6,000)	(1,673)	(2,152)	36%	(3,125)
HOSPITALITY	-	-	(437)	0%	437	-	-	-	0%	(437)
<b>TOTAL SPECIAL EVENTS</b>	<b>10,000</b>	<b>1,735</b>	<b>2,922</b>	<b>29%</b>	<b>7,078</b>	<b>(24,716)</b>	<b>(1,673)</b>	<b>(2,152)</b>	<b>9%</b>	<b>5,074</b>
<b>NATURE CENTER</b>										
INCOME	256,840	25,537	212,440	83%	44,400	188,560	7,713	123,181	65%	89,258
DONATIONS	-	(99)	2,483	0%	(2,483)	-	47	3,353	0%	(870)
ENDOWMENTS	10,000	-	8,395	84%	1,605	10,000	-	8,146	81%	249
PART-TIME WAGES	(193,800)	(17,894)	(115,182)	59%	(78,618)	(118,652)	(5,771)	(72,076)	61%	(43,107)
UNIFORM APPAREL	-	-	(317)	0%	317	-	-	-	0%	(317)
PROGRAM APPAREL	-	-	(3,934)	0%	3,934	-	-	-	0%	(3,934)
GENERAL SERVICES	-	-	(255)	0%	255	-	-	-	0%	(255)
CONTRACT SERVICES	(2,320)	-	(2,706)	117%	386	(3,400)	-	(934)	27%	(1,772)
SUPPLIES	(18,215)	(2,249)	(17,178)	94%	(1,037)	(13,855)	(771)	(8,686)	63%	(8,491)
HOSPITALITY	-	-	(68)	0%	68	-	-	-	0%	(68)
TRANSPORTATION	(900)	-	(440)	49%	(460)	(900)	-	-	0%	(440)
<b>TOTAL NATURE CENTER</b>	<b>51,605</b>	<b>5,295</b>	<b>83,238</b>	<b>161%</b>	<b>(31,633)</b>	<b>61,753</b>	<b>1,218</b>	<b>52,984</b>	<b>86%</b>	<b>30,254</b>

CHICO AREA RECREATION AND PARK DISTRICT  
PROGRAM SUMMARY 2022-2023  
March 2023  
Month 9 and 75% of the Year

DESCRIPTION	2022-2023		2022-2023	2022-2023	Remaining Budget	2021-2022		2021-2022	2021-2022	YTD Difference by Year
	Budget	March 2023	YTD	% of Budget		Budget	March 2022	YTD	% of Budget	
<b><u>FACILITY RENTAL</u></b>										
INCOME	444,865	37,947	301,967	68%	142,898	382,950	35,743	239,531	63%	62,436
PART-TIME WAGES	(70,000)	(6,428)	(43,930)	63%	(26,070)	(100,400)	(6,984)	(49,339)	49%	5,409
MARKETING	-	-	(1,012)	0%	1,012	-	-	-	0%	(1,012)
UNIFORM APPAREL	-	-	(273)	0%	273	-	-	-	0%	(273)
CONTRACT SERVICES	(10,000)	-	-	0%	(10,000)	(7,300)	-	(482)	7%	482
SUPPLIES	(7,500)	-	(2,062)	27%	(5,438)	30,750	2,696	9,521	31%	(11,582)
HOSPITALITY	-	-	(141)	0%	141	(9,200)	-	(392)	4%	251
<b>TOTAL FACILITY RENTAL</b>	<b>357,365</b>	<b>31,518</b>	<b>254,549</b>	<b>71%</b>	<b>102,816</b>	<b>296,800</b>	<b>31,455</b>	<b>198,839</b>	<b>67%</b>	<b>55,710</b>
<b><u>RECREATION - MISC. &amp; ADMIN</u></b>										
INCOME	(10,000)	4,045	35,289	-353%	(45,289)	(25,000)	205	(2,453)	10%	37,742
FULL-TIME WAGES	(761,000)	(75,053)	(488,171)	64%	(272,829)	(607,000)	(45,305)	(382,600)	63%	(105,572)
PART-TIME WAGES	(58,000)	(11,667)	(62,912)	108%	4,912	-	(6,637)	(79,725)	0%	16,813
OVERTIME/ACL	(10,000)	-	-	0%	(10,000)	(10,000)	-	-	0%	-
SUPPLIES	(5,000)	-	-	0%	(5,000)	-	-	(118)	0%	118
<b>TOTAL RECREATION - MISC. &amp; ADMIN</b>	<b>(844,000)</b>	<b>(82,676)</b>	<b>(515,795)</b>	<b>61%</b>	<b>(328,205)</b>	<b>(642,000)</b>	<b>(51,737)</b>	<b>(464,896)</b>	<b>72%</b>	<b>(50,898)</b>
<b>TOTAL PROGRAM SUMMARY</b>	<b>680,316</b>	<b>(55,991)</b>	<b>724,194</b>	<b>106%</b>	<b>(43,878)</b>	<b>701,668</b>	<b>43,845</b>	<b>713,325</b>	<b>102%</b>	<b>10,869</b>

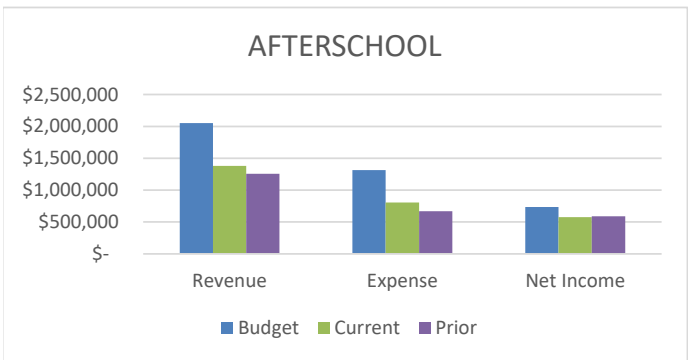
**CHICO AREA RECREATION AND PARK DISTRICT  
BOARD PROGRAM SUMMARY 2022-2023**

**March 2023  
75% of the Year**

# AFTERSCHOOL

Budgeted Revenues: 67%  
Budgeted Expenses: 61%  
Net Income: \$13,361.76 under last year

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 2,052,225	\$ 1,382,112	\$ 1,257,176
<b>EXPENSES</b>	\$ 1,316,135	\$ 805,137	\$ 666,840

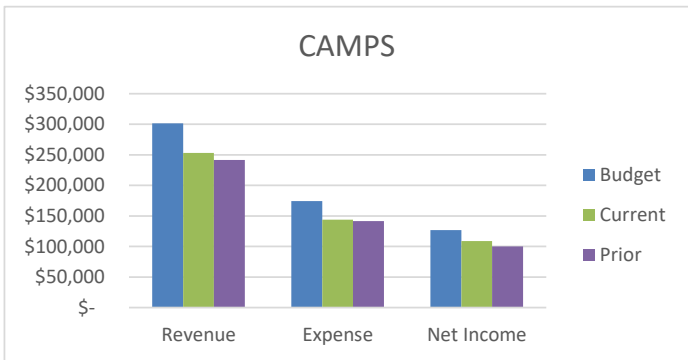


# CAMPS

Budgeted Revenues: 84%  
Budgeted Expenses: 82%  
Net Income: \$8,719.09 over last year

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

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 301,300	\$ 252,911	\$ 241,726
<b>EXPENSES</b>	\$ 174,466	\$ 143,930	\$ 141,465

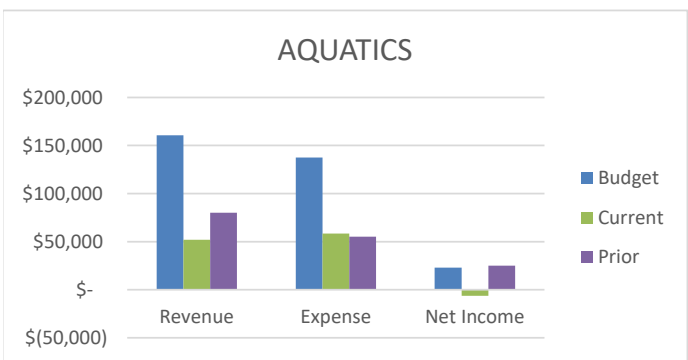


# AQUATICS

Budgeted Revenue: 32%  
Budgeted Expenses: 42%  
Net Income: \$31,302.72 under last year

Lifeguard shortage at Sycamore Pool prevented services.

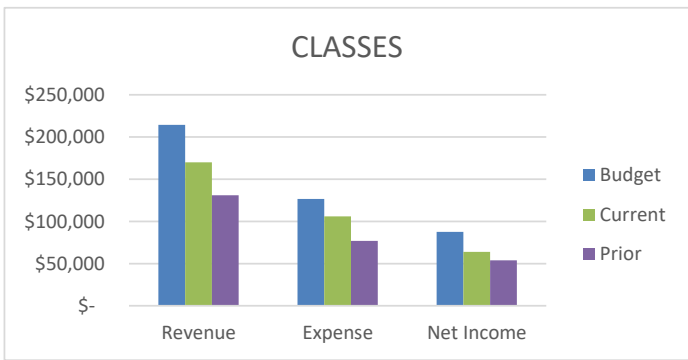
	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 160,570	\$ 51,939	\$ 80,235
<b>EXPENSES</b>	\$ 137,500	\$ 58,277	\$ 55,271



# CLASSES

Budgeted Revenue: 79%  
Budgeted Expenses: 84%  
Net Income: \$10,116.47 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 214,260	\$ 170,045	\$ 130,928
<b>EXPENSES</b>	\$ 126,700	\$ 106,049	\$ 77,048





**CHICO AREA RECREATION AND PARK DISTRICT  
BOARD PROGRAM SUMMARY 2022-2023**

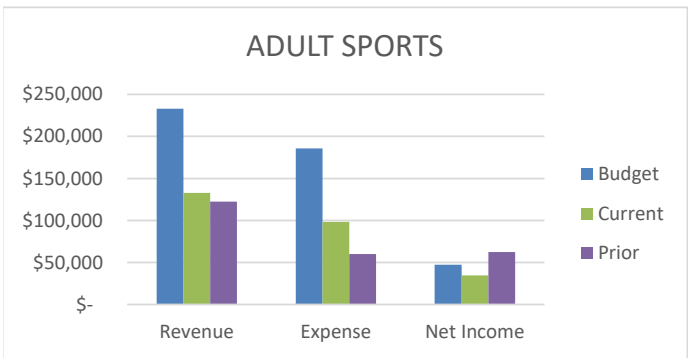
**March 2023  
75% of the Year**

# ADULT SPORTS

Budgeted Revenue: 57%  
Budgeted Expenses: 53%  
Net Income: \$27,669.95 under last year

Decreased participation and increased staffing costs have affected net income.

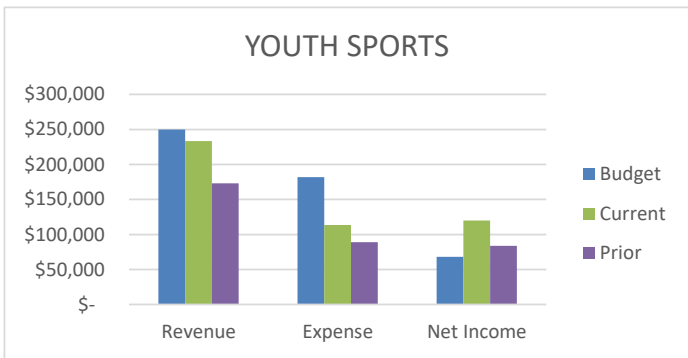
	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 232,942	\$ 132,851	\$ 122,263
<b>EXPENSES</b>	\$ 185,650	\$ 98,243	\$ 59,985



# YOUTH SPORTS

Budgeted Revenue: 93%  
Budgeted Expenses: 62%  
Net Income: \$36,201.86 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 250,000	\$ 233,414	\$ 172,960
<b>EXPENSES</b>	\$ 181,950	\$ 113,354	\$ 89,103

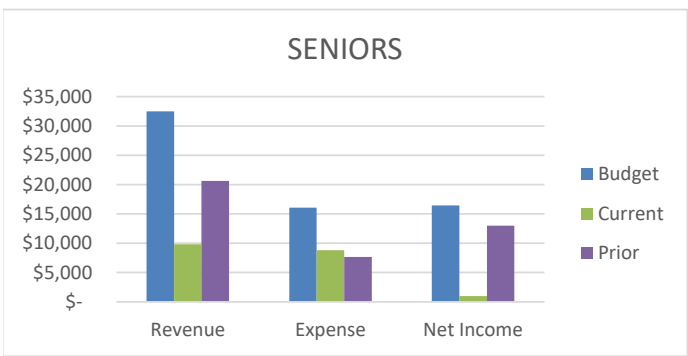


# SENIORS

Budgeted Revenue: 30%  
Budgeted Expenses: 55%  
Net Income: \$11,974.08 under last year

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

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 32,500	\$ 9,812	\$ 20,622
<b>EXPENSES</b>	\$ 16,050	\$ 8,814	\$ 7,650

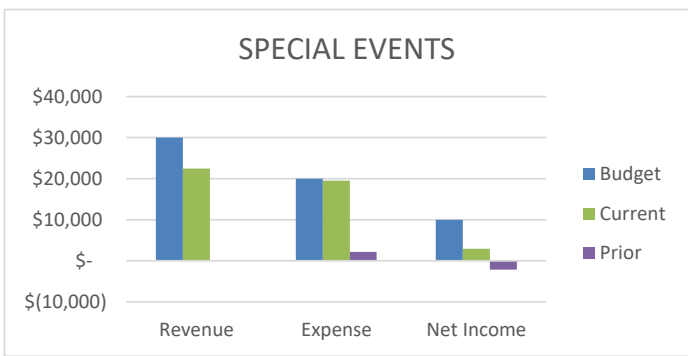


# SPECIAL EVENTS

Budgeted Revenue: 75%  
Budgeted Expenses: 98%  
Net Income: \$5,074.28 over last year

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

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 30,000	\$ 22,470	\$ -
<b>EXPENSES</b>	\$ 20,000	\$ 19,548	\$ 2,152



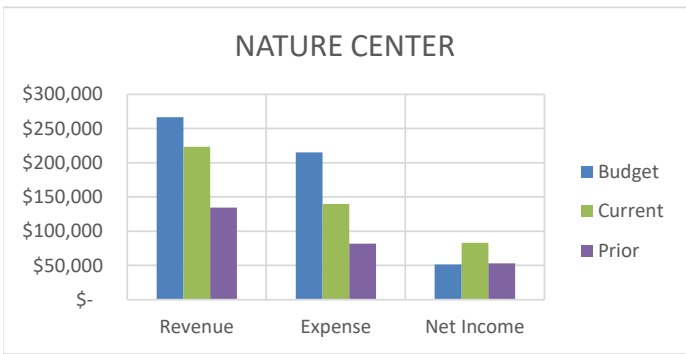
**CHICO AREA RECREATION AND PARK DISTRICT  
BOARD PROGRAM SUMMARY 2022-2023**

**March 2023  
75% of the Year**

# NATURE CENTER

Budgeted Revenue: 84%  
Budgeted Expenses: 65%  
Net Income: \$30,254.22 over last year

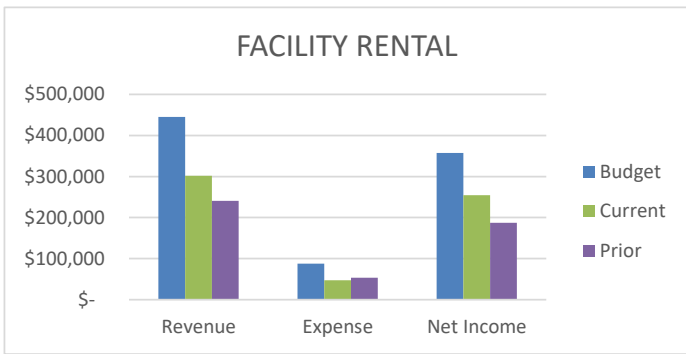
	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 266,840	\$ 223,318	\$ 134,681
<b>EXPENSES</b>	\$ 215,235	\$ 140,079	\$ 81,696



# FACILITY RENTAL

Budgeted Revenue: 68%  
Budgeted Expenses: 54%  
Net Income: \$67,267.64 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 444,865	\$ 301,967	\$ 240,862
<b>EXPENSES</b>	\$ 87,500	\$ 47,277	\$ 53,440





# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** The Board of Directors  
**FROM:** Annabel Grimm, General Manager  
**SUBJECT:** Intention to Continue to Levy the Assessments for Fiscal Year 23/24 for Oak Park, Amber Grove, and Baroni

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## RECOMMENDATION

It is recommended that the Board approve a Resolution that would declare the Board's intention to continue to levy the assessments for fiscal year 2023-24, preliminarily approve the Engineer's Reports for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscaping and Lighting Assessment Districts (the "Assessment Districts"), and provide for the notice of a public hearing on May 25, 2023, regarding continuing the annual assessments for fiscal year 2023-24.

## RESULT OF RECOMMENDED ACTION

The Board will declare its intention to continue to levy the assessments for fiscal year 2023-24, will preliminarily approve the Engineer's Reports, including the proposed rates included in the Engineer's Reports for the Assessment Districts. The levy administrator will process the current parcel data to establish current assessments for each parcel in the assessment districts boundaries. The levy administrator will publish a notice in a local newspaper in order to inform the public of the hearing that will be held on May 25, 2023, for the continued levy of the assessments.

## BACKGROUND

### Amber Grove/Greenfield Landscape and Lighting Assessment District

The Amber Grove/Greenfield Landscape and Lighting Assessment District was approved by property owners in 1994 to fund the maintenance and operations of the Amber Grove/Greenfield Park.

### Oak Way Landscape and Lighting Assessment District

The Oak Way Landscape and Lighting Assessment District was approved by property owners in 1997 to continue to fund the maintenance and operations of Oak Way Park.

### Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscape and Lighting Assessment District

In 2006, property owners approved the Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscape and Lighting Assessment District to provide funding for the maintenance and operations for the Baroni Neighborhood Park, adjacent open space areas and related trails system within the District.

**PROPOSED RATE**

The proposed assessment rates and the approximate amount of revenues for the 2023-24 by Assessment Districts are listed below:

<b>Assessment District</b>	<b>Rate</b>	<b>Revenue</b>
Oak Way	\$4.00*	\$23,936
Amber Grove/Greenfield	\$70.00*	\$42,490
Baroni Park	\$108.29	\$103,985
*Annual rate does not include a CPI		

**ANALYSIS**

In order to continue the levy the assessments, the Board will need to adopt the resolution to preliminarily approve the Engineer’s Report and set the date for the public hearing. The Engineer’s Report is required by Proposition 218 and includes the special and general benefit findings to support the assessments, the updated proposed assessments for each parcel in the Districts, the proposed budget for the assessments, and the proposed assessments per single-family equivalent for fiscal year 2023-24. If the Board preliminarily approves the Engineer’s Reports, a noticed public hearing will be subsequently held to allow the public to provide input on the proposed budgets, services and assessments, and to allow the Board to make a final decision on the continuation of these important assessments. The public hearing will be held on May 25, 2023.

**CONCLUSION**

It is recommended that the Board approve the Resolution of Intention to Continue to Levy the Assessments for Fiscal Year 2023-24, Preliminarily approving the Engineer’s Report, and Providing for Notice of a Public Hearing on May 25, 2023, for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscaping and Lighting Assessment Districts.



**RESOLUTION 23-006 OF THE BOARD OF DIRECTORS OF THE  
CHICO AREA RECREATION AND PARK DISTRICT**

A RESOLUTION OF INTENTION TO CONTINUE TO LEVY THE ASSESSMENTS FOR FISCAL YEAR 2023-24, PRELIMINARILY APPROVING ENGINEER'S REPORTS, AND PROVIDING FOR NOTICE OF A PUBLIC HEARING FOR THE OAK WAY, AMBER GROVE/GREENFIELD, AND BARONI NEIGHBORHOOD PARK AND OPEN SPACE (No. LLD 001-05) LANDSCAPING AND LIGHTING ASSESSMENT DISTRICTS

**WHEREAS**, the Chico Area Recreation and Park District is authorized, pursuant to the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof) and Article XIID of the California Constitution, to levy assessments for park and recreation improvements; and

**WHEREAS**, on February 23, 1993, the Board of Directors of the Chico Area Recreation and Park District ordered through Resolution 93-07 the formation of the Oak Way Landscaping and Lighting Assessment District (the "Oak Way Assessment District") for the purpose of financing certain park and recreational improvements;

**WHEREAS**, in June 1997, the Park District conducted an assessment balloting proceeding for the Oak Way Assessment District to comply with Proposition 218 requirements.

**WHEREAS**, on January 13, 1994, the Board of Directors of the Chico Area Recreation and Park District ordered through Resolution 94-01 the formation of the Amber Grove/Greenfield Landscaping and Lighting Assessment District (the "Amber Grove/Greenfield Assessment District") for the purpose of financing certain park and recreational improvements;

**WHEREAS**, on June 20, 2006, the City County of the City of Chico ordered through Resolution 70-06 the formation of the Baroni Neighborhood Park and Open Space (No. LLD 001-005) Landscaping and Lighting Assessment District for the purpose of financing certain park and recreational improvements;

**WHEREAS**, effective July 1, 2010, the City of Chico transferred ownership and maintenance and operational responsibility of Baroni Park to the District, and the District was also tasked to maintain the assessments from the established Baroni Neighborhood Park and Open Space (No. LLD 001-005) Landscaping and Lighting Assessment to provide funding for the operation and maintenance of the park.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of CARD hereby proclaim

SECTION 1. The Board hereby proposes to continue to levy the Oak Way Landscaping and Lighting Assessment District, Amber Grove/Greenfield Landscaping and Lighting Assessment District, and the Baroni Neighborhood Park and Open Space (No. LLD 001-005) Landscaping and Lighting Assessment Districts (the "Assessment Districts") benefit assessments pursuant to the Act and Article XIII D of the California Constitution. The Board appoints SCI Consulting Group as the Engineer of Work and directs SCI Consulting Group to perform the professional services necessary to continue the benefit assessments for fiscal year 2023-24.

SECTION 2. SCI Consulting Group, the Engineer of Work, has prepared Engineer's Reports in accordance with Article XIII D of the California Constitution and the Act (the "Reports"). The Reports have been made, filed with the Secretary of the Board and duly considered by the Board and is hereby deemed sufficient and preliminarily approved. The Reports shall stand as the Engineer's Reports for all subsequent proceedings under and pursuant to the foregoing resolution.

SECTION 3. It is the intention of this Board to continue to levy and collect assessments within the Assessment Districts for fiscal year 2023-24. Within the Assessment Districts, the existing improvements are generally described as the maintenance and servicing of public areas and public facilities such as property owned or property rights, easements and/or rights of entry, leases or dedications including, but not limited to, park grounds, park facilities, landscaping, natural lands, open space areas, landscape corridors, ground cover, shrubs and trees, street frontages, irrigation systems, playground equipment and hardcourt areas, recreational facilities, drainage systems, lighting, fencing, entry monuments and signage, security guards, land acquisition, land preparation, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment.

SECTION 4. The Assessment Districts consists of the lots and parcels shown on the assessment diagrams of the Assessment Districts on file with the Secretary of the Board, and reference is hereby made to such diagram for further particulars.

SECTION 5. Reference is hereby made to the Report for a full and detailed description of the improvements, the boundaries of the Assessment Districts and the proposed assessments upon assessable lots and parcels of land within the Assessment Districts. The Report identifies all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed.

SECTION 6. The proposed assessment rate for the Oak Way Landscaping and Lighting Assessment District is \$4.00 per year single family residential unit which is equal to the maximum authorized assessment rate.

SECTION 7. The proposed assessment rate for the Amber Grove/Greenfield Landscaping and Lighting Assessment District is \$5.83 per month or \$70.00 per year per single family residential parcel which is equal to the maximum authorized assessment rate.

SECTION 8. The proposed assessment rate for the Baroni Neighborhood Park and Open Space (No. LLD 001-005) Landscaping and Lighting Assessment District is \$108.29 per year per single-family residential parcel. The maximum authorized assessment rate is adjusted annually by the greater of three percent (3%), or the annual percentage change in the Consumer Price Index (CPI) for the San Francisco-Oakland- San Jose Area from December to December.

SECTION 9. Notice is hereby given that on May 25, 2023, at the hour of 4:00 p.m., the Board will hold a public hearing to consider the levy of the assessments for fiscal year 2023-24. In an effort to improve access to public information, residents may access meetings remotely. Information will be provided with the meeting agenda.

SECTION 10. The Secretary of the Board is hereby authorized and directed to cause a notice of the hearing to be given by publishing a notice once, at least ten (10) days prior to the date of the hearing above specified, in a newspaper circulated in the District.

SECTION 11. To get additional information about the assessments or the Assessment Districts, contact: Chico Area Recreation and Park District, 545 Vallombrosa Avenue, Chico, CA 95926, or call (530) 895-4711.

**PASSED AND ADOPTED** at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 27<sup>th</sup> day of April 2023 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

ATTEST:

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Michael McGinnis, Chair  
Board of Directors

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Annabel Grimm  
General Manager





**Chico Area and Recreation Park District,  
Chico Area and Recreation Park District - Amber Grove/Greenfield Park L Asmt District  
Assessment Roll FY 2023-24  
(Parcel Number shown is also the Assessment Number)**

Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt
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**Chico Area and Recreation Park District,  
Chico Area and Recreation Park District - Baroni Park  
Assessment Roll FY 2023-24  
(Parcel Number shown is also the Assessment Number)**

Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt
---------------	------	---------------	------	---------------	------	---------------	------	---------------	------	---------------	------	---------------	------	---------------	------	---------------	------







**Chico Area and Recreation Park District,  
Chico Area and Recreation Park District - Oakway Park L Asmt District  
Assessment Roll FY 2023-24  
(Parcel Number shown is also the Assessment Number)**

Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt	Parcel Number	Asmt
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## Chico Area Recreation and Park District Board of Directors

**Staff Report FI-23-013**  
**Finance Agenda D**  
**Regular Agenda 4.3**

# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Annabel Grimm, General Manager  
**SUBJECT:** Preliminary Budget for Fiscal Year 2023-2024

---

### **BACKGROUND**

While the preliminary budget is almost complete, there are various pending items that still need to be factored into the final version:

- The assessment district budget from the City of Chico
- The formation of Community Facilities District No. 2023-01
- Associated transfers from the assessment district to/from the General Fund
- Capital improvement pricing

These items will be factored into the budget in time for the Public Hearing that is taking place on Mat 25<sup>th</sup>, 2023 at 4:00PM.





## Chico Area Recreation and Park District Board of Directors

**Staff Report FI-23-013**  
**Finance Agenda D**  
**Regular Agenda 4.3**

# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Annabel Grimm, General Manager  
**SUBJECT:** Preliminary Budget for Fiscal Year 2023-2024

---

## BACKGROUND

While the preliminary budget is almost complete, there are various pending items that still need to be factored into the final version:

- The assessment district budget from the City of Chico
- The formation of Community Facilities District No. 2023-01
- Associated transfers from the assessment district to/from the General Fund
- Capital improvement pricing

These items will be factored into the budget in time for the Public Hearing that is taking place on May 25<sup>th</sup>, 2023 at 4:00PM.

## REQUESTS

The preliminary budget includes the following items:

- Addition of 1 FT Utility II (\$64 – 68K)
- Conversion of Extended PT Inclusion Coordinator to FT (\$13 – 15K)
- Purchase of outdoor movie equipment (\$19K)



**RESOLUTION 23-007 OF THE BOARD OF DIRECTORS OF THE  
CHICO AREA RECREATION AND PARK DISTRICT**

Adopting the Preliminary Budget for the 2023-2024 Fiscal Year

**WHEREAS**, the Chico Area Recreation and Park District is a legally constituted public agency formed pursuant to the Public Resources Code, State of California; and

**WHEREAS**, pursuant to Section 5784.1 of the Public Resources Code of the State of California, the Board of Directors of the Chico Area Recreation and Park District is required to adopt a Preliminary Budget and to make it available for public inspection; and

**WHEREAS**, pursuant to Section 5784.1 of the Public Resources Code of the State of California, the Board of Directors of the Chico Area Recreation and Park District is required to conduct a Public Hearing prior to the adoption of the Final Budget;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of CARD, in accordance with the Public Resources Code of the State of California, has determined that a Public Hearing on the Preliminary Budget for the Fiscal Year 2023-2024 will be conducted at 4:00 pm on the 25th Day of May, 2023 and the Board of Directors will consider adoption of the Final Budget for the Fiscal Year 2023-2024 on the 22th Day of June 2023.

**PASSED AND ADOPTED** at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 27th day of April 2023 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

\_\_\_\_\_  
Michael McGinnis, Chair  
Board of Directors

\_\_\_\_\_  
Annabel Grimm  
General Manager



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Annabel Grimm, General Manager  
**SUBJECT:** Intention to Establish a Community Facilities District

---

## BACKGROUND

A petition to establish a Community Facilities District (CFD) from a few landowners at Meriam Park was reviewed at the March 2023 meeting. The Board requested more information to understand the various funding districts already in place at Meriam Park.

The original Chico Maintenance District (CMD) for Meriam Park was CMD 586, adopted in July 2009. CMD 586 was dissolved in February 2018, and CMD A21 was formed to support the "change in vision for the Meriam Park Development." Subsequently, as more areas at Meriam Park have been developed that were not contemplated in CMD A21, other CMDs have been established to cover the cost of those public improvements. According to the City of Chico, this is not an uncommon practice that results in varying costs per parcel depending on further subdivision, the timing of subsequent development, and the type of public improvement contained therein.

## SUMMARY OF FUNDING DISTRICTS

### A21 – Meriam Park Revised – February 2018

The District will consist of mixed-classification properties to be developed on 176.87 acres of land. The purpose of the District is to ensure the ongoing maintenance, operation, and servicing of improvements connected with the development of properties within the District. The landscaping improvements to be funded by the assessments are as follows:

- Little Chico Creek Greenway weed & waste control, benches, and associated flatwork
- Bicycle Paths
- Community Park "A"
- Community Park "B"
- Roadway Medians adjacent to Park A, Park B, and the Greenway

### A22 – Meriam Park ABC – September 2018

Provides for special benefits specific to the future replacement and annual operation and maintenance costs of landscape and irrigated medians, decorative median hardscape,

and bio-retention facilities located specifically at:

- Bruce Road (Picholine Way to East 20<sup>th</sup> Steet)
- East 20<sup>th</sup> Street (Notre Dame Boulevard to Bruce Road)
- Notre Dame Boulevard (not adjacent to development)

### **A31 – Meriam Park Phase H1-Block 2 – January 2019**

Applies to 69 dwelling units. Provides means for funding the future replacement and annual operation and maintenance costs of landscaped and irrigated medians, including street trees and colored stamped concrete, specific to the lots within this subdivision, located within the Meriam Park Development project, west of Bruce Road and north of E. 20<sup>th</sup> Street.

- Notre Dame Boulevard Median (1/2 Median)
- Miscellaneous (irrigation components)

### **A40 – Meriam Park Phase D – February 2021**

Funds the future replacement and annual operation and maintenance costs of certain public improvements, that include landscaped and irrigated medians, street trees, and colored-stamped concrete, which are of special benefit to the subdivision. The new maintenance assessment district is located within the Meriam Park Development between Notre Dame Blvd., Concord Ave., Tapia Way, and Springfield Drive.

- Notre Dame Boulevard Median (1/2 Median)
- Miscellaneous (irrigation components)

### **A42 – Meriam Park North – March 2021**

Funds the future replacement and annual operation and maintenance costs of certain public improvements that include landscaped and irrigated medians, street trees, colored-stamped concrete, and landscaped and irrigated parkways with street trees, which are a special benefit to the subdivision. The new maintenance assessment district is located within the Meriam Park Development, south of Humboldt Road between Notre Dame Blvd. and Bruce Road

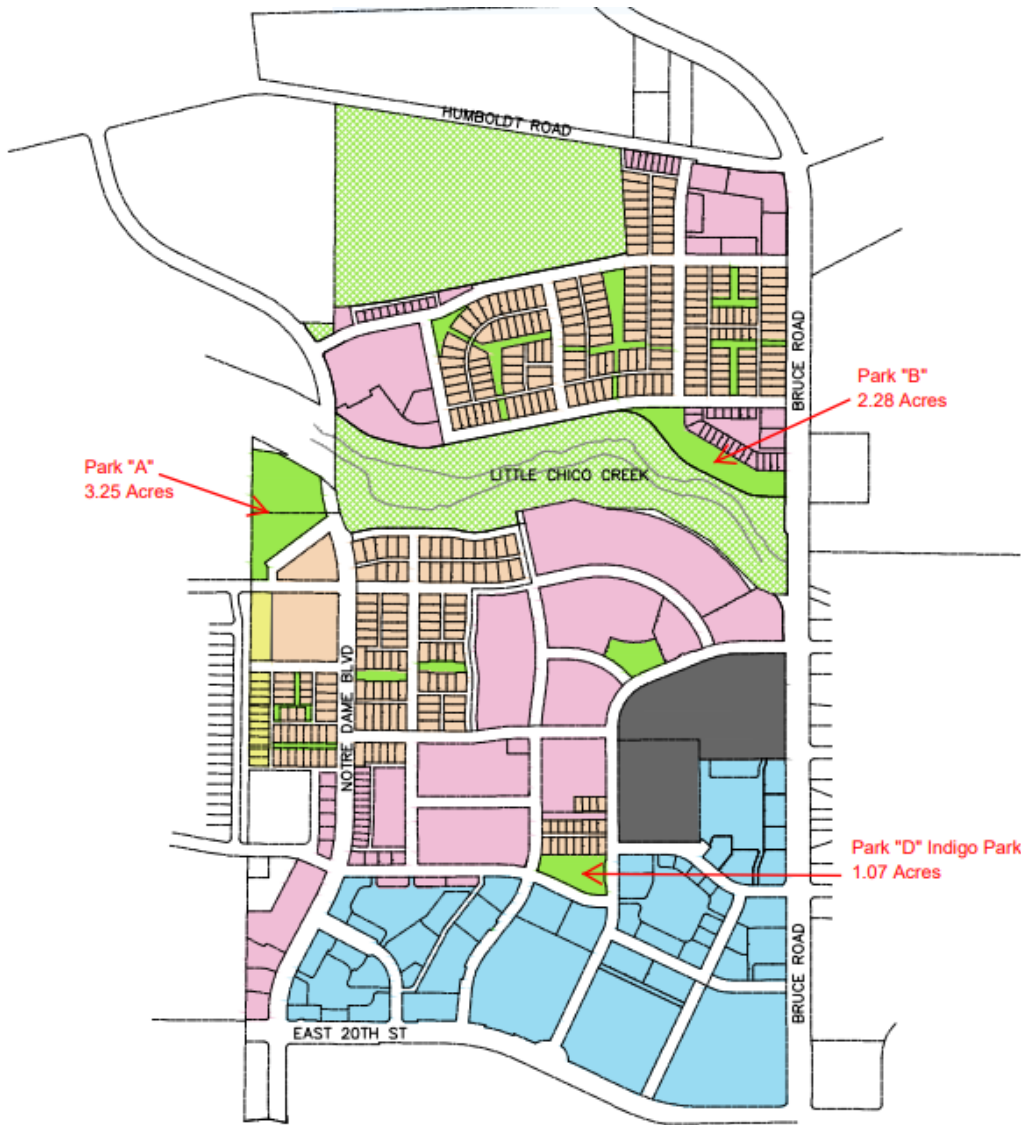
- Notre Dame Boulevard Median (1/2 Median)
- Bruce Road Median (1/2 Median)
- Bruce Road Parkway
- Bio Cell
- Miscellaneous (irrigation components)

### **CARD Proposed CFD 2023-01**








Funds the future replacement and annual operation and maintenance costs of a 1.07-acre park. Indigo Park's notable amenities include pickleball courts, sports lighting, and a dog park.

- CFD rate per acre is \$632.
- Total maximum assessment of the CFD area is \$44,550.

# Meriam Park Locations



**\*SCHEMATIC TND DESIGNATIONS LEGEND:**

	NE – NEIGHBORHOOD EDGE		NEIGHBORHOOD PARKS & GREENS
	NG – NEIGHBORHOOD GENERAL		PRESERVE & CREEK GREENWAY AREAS
	NC – NEIGHBORHOOD CENTER		SPECIAL DISTRICT
	C – CORE		

Acreages shown are Net (park fee credits are based on gross)

**\*ACTUAL TND DESIGNATIONS AT TIME OF REGULATING PLAN (19.82.070)**

Park A: Comprised of Park A1, which is developed, and A2, which is not yet developed.

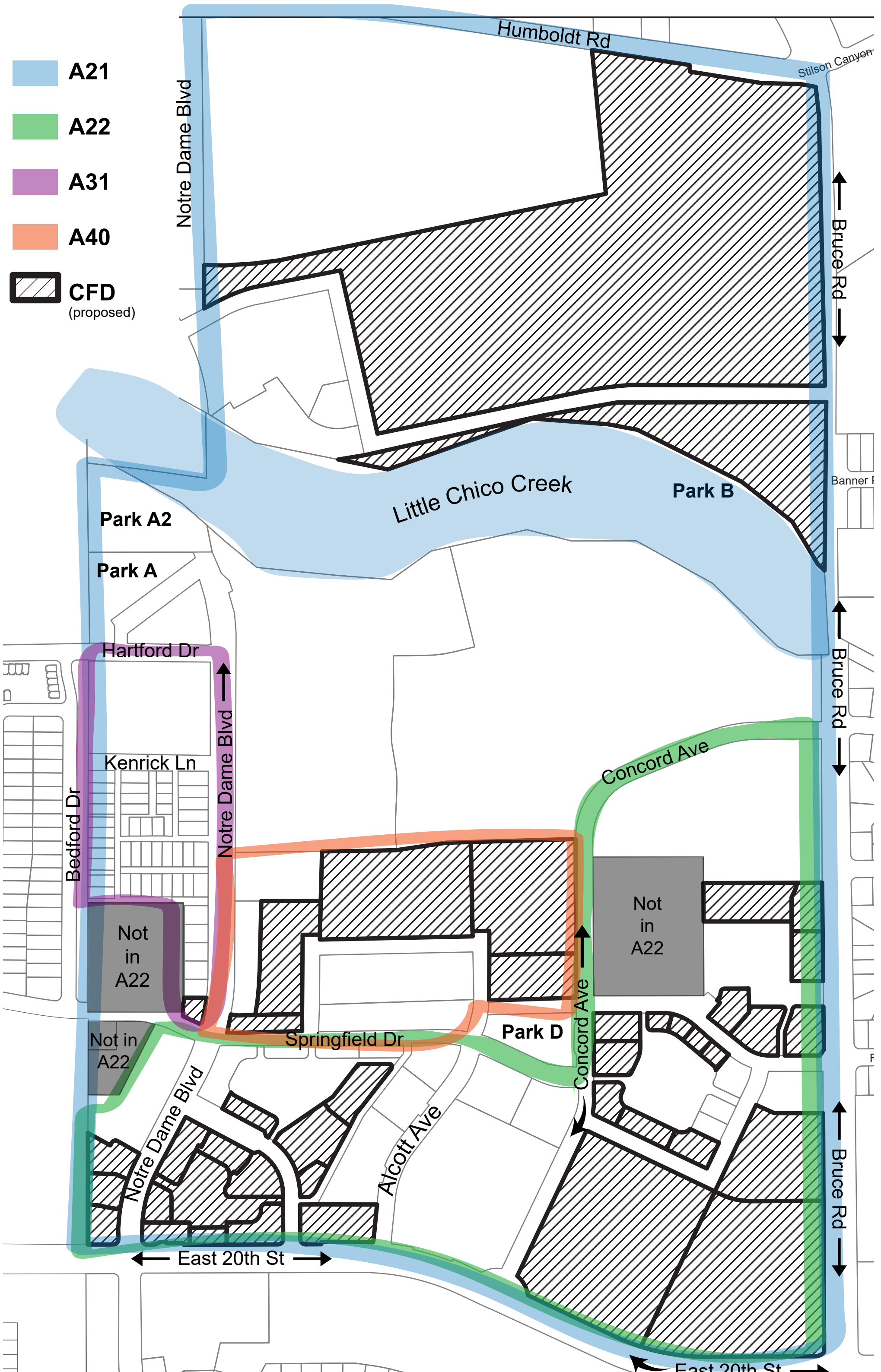
Park B: Undeveloped park with completion time not yet determined.

Park D: Indigo Park, complete and ready to open.

### **RECOMMENDATION**

The Board of Directors approved Resolution 23-005 Intention to Establish Community Facilities District 2023-01 (Park Maintenance) and Future Annexation Area.

- A21
- A22
- A31
- A40
- CFD  
(proposed)







**RESOLUTION 23-005 OF THE BOARD OF DIRECTORS OF THE  
CHICO AREA RECREATION AND PARK DISTRICT**

**April 27, 2023**

RESOLUTION OF INTENTION TO ESTABLISH COMMUNITY FACILITIES  
DISTRICT 2023-01 (PARK MAINTENANCE) AND FUTURE ANNEXATION AREA

CHICO AREA RECREATION AND PARK DISTRICT  
Community Facilities District No. 2023-01  
(Park Maintenance)

**WHEREAS**, under the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code, this Board of Directors (the "Board") of the Chico Area Recreation and Park District (the "District") is authorized to establish a Community Facilities District and to act as the legislative body for such Community Facilities District; and

**WHEREAS**, the District desires to proceed with the establishment of a Community Facilities District in order to provide funding for the annual operation, maintenance, and servicing, including repair and replacement, of parks, trails and recreation facilities, storm drainage facilities, landscape corridors, wetlands and open space areas; security patrols, any incidental expenses authorized by the Act; and

**WHEREAS**, on March 29, 2023, by Resolution No. 23-004, the Board adopted local goals and policies concerning the use of the Act; and

**WHEREAS**, the Board having received petitions from ONE HUNDRED PERCENT (100%) of the landowners in the proposed Community Facilities District requesting that the District initiate proceedings for the establishment of a Community Facilities District pursuant to the Act, for the purposes of paying the costs of services to be provided by the District for the additional services authorized to be financed pursuant to Sections 53313 and 53313.5 of the California Government Code that are necessary to meet increased demands placed upon the District as a result of the development of said real property ("Property"), and agreeing to the services to be provided by the District and the costs incidental thereto; and

**WHEREAS**, the District Clerk has certified that the petition presented to the Board complies with



the requirements of Sections 53318 and 53319 of the California Government Code; and

**WHEREAS**, pursuant to Section 53339.2 of the Act, this Board further desires to undertake proceedings to provide for future annexation of territory to the proposed community facilities district.

**NOW, THEREFORE, DISTRICT BOARD DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1. Authority.** This Board proposes to conduct proceedings to establish a CFD pursuant to the Act, and hereby determines that public convenience and necessity require that a future annexation area be established pursuant to the Act.

**Section 2. Acceptance of Petitions.** The Petitions including Consent and Waivers of the landowners of the Property comprising the proposed Community Facilities District is hereby accepted, and the Board hereby determines that the public convenience and necessity require proceedings be undertaken to authorize the establishment of the proposed Community Facilities District pursuant to the Act.

**Section 3. Name of CFD; Future Annexation Area.** The name proposed for the proposed Community Facilities District is the Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) (the "CFD"). The name proposed for the territory proposed to be annexed into the CFD in the future is Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) Future Annexation Area ("Future Annexation Area").

**Section 4. Boundaries Described.** The proposed boundaries of the CFD and Future Annexation Area are as shown on the map on file with the District Clerk, which boundaries are hereby preliminarily approved and to which map reference is hereby made for further particulars. The District Clerk is hereby directed to record, or cause to be recorded, said map of the boundaries of the CFD and Future Annexation Area in the office of the County Recorder of Butte County within fifteen days of the date of adoption of this Resolution, but in any event at least fifteen days prior to the public hearing specified in Section 10 below. Parcels within the Future Annexation Area shall be annexed to the CFD only with the unanimous approval (each, a "Unanimous Approval") of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed, without any requirement for further public hearings or additional proceedings.

**Section 5. Services.** The type of services proposed to be funded by the CFD and pursuant to the Act shall consist of those items listed as Services (the "Services") on Exhibit A attached hereto and hereby incorporated herein. The Board hereby determines that the Services are necessary to meet increased demands for such services placed upon the District as the result of residential development occurring within the CFD and the Future Annexation Area. The Services are in addition to those provided in the territory of the CFD and the Future Annexation Area as of the date hereof and will not supplant services already available within the territory of the CFD and the Future Annexation Area as of the date hereof. The District intends to provide the Services on an equal basis in the original territory of the CFD and, when it has been annexed to the CFD, the Future Annexation Area.

**Section 6. Special Tax.** Except to the extent that funds are otherwise available to the CFD to pay for the Services, a special tax (the "Special Tax") sufficient to pay the costs thereof, secured

by recordation of a continuing lien against all nonexempt real property in the CFD, will be levied annually within the CFD in perpetuity, and collected in the same manner as ordinary ad valorem property taxes, or in such other manner as this Board or its designee shall determine, including direct billing of the affected property owners.

The proposed rate and method of apportionment of the Special Tax among the parcels of real property within the CFD in sufficient detail to allow each landowner within the proposed CFD to estimate the maximum amount such owner will have to pay are described in Exhibit B attached hereto and hereby incorporated herein.

This Board hereby finds that the provisions of Section 53313.6, 53313.7 and 53313.9 of the Act (relating to adjustments to ad valorem property taxes and schools financed by a community facilities district) are inapplicable to the proposed CFD. As required by Section 53339.3(d) of the Act, the Board hereby determines that the special tax proposed to pay for Services to be supplied within the Future Annexation Area shall be equal to any special tax levied to pay for the same Services in the existing CFD, except that a higher or lower tax may be levied within the Future Annexation Area to the extent that the actual cost of providing the Services in the Future Annexation Area is higher or lower than the cost of providing those Services in the existing CFD. In so finding, the Board does not intend to limit its ability to levy a special tax within the Future Annexation Area to provide new or additional services beyond those supplied within the existing CFD.

Under no circumstances will the special tax to be levied against any parcel subject to the foregoing sentence be increased as a consequence of delinquency or default by the owner of any other parcel or parcels within the CFD by more than 10 percent. As specified by the Act, for purposes of this paragraph, a parcel shall be considered "used for private residential purposes" not later than the date on which an occupancy permit for private residential use is issued.

**Section 7. Exempt Property.** Except as may otherwise be provided by law or by the Rate and Method of Apportionment of the Special Tax for the CFD, all lands owned by any public entity, including the United States, the State of California, the City, and/or the County, or any departments or political subdivisions thereof, shall be omitted from the levy of the Special Tax to be made to cover the costs and expenses of the Services and the CFD. In the event that a portion of the property within the CFD shall become for any reason exempt, wholly or in part, from the levy of the Special Tax, this Board will, on behalf of the CFD, increase the levy to the extent necessary upon the remaining property within the CFD which is not exempt in order to yield the annual expenses of the CFD, if any, subject to the provisions of the rate and method of apportionment of the Special Tax.

**Section 8. Voting Procedure.** The levy of the Special Tax shall be subject to the approval of the qualified electors of the CFD at a special election. The proposed voting procedure shall be by mailed or hand-delivered ballot among the landowners in the proposed CFD, with each owner having one vote for each acre or a portion of an acre such owner owns in the CFD.

A special tax shall be levied in the Future Annexation Area only with the Unanimous Approval of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed, without any requirement for further public hearings or additional proceedings.

**Section 9. CFD Public Hearing Report.** The General Manager, as the officer having charge and control of the Services in and for the CFD, or the designee of such official, is hereby directed to study said proposed Services and to make, or cause to be made, and file with the District Clerk a report in writing ("CFD Public Hearing Report") presenting the following information: (a) A description of the Services by type which will be required to adequately meet the needs of the CFD; (b) An estimate of the fair and reasonable cost of the Services including the cost of incidental expenses in connection therewith. The CFD Public Hearing Report shall be made a part of the record of the public hearing specified below.

**Section 10. Public Hearing.** On June 22, 2023 at 4:00 p.m., or as soon as possible thereafter, in the District Board Chambers, located at 545 Vallombrosa Avenue, Chico, California, 95926, this Board, as legislative body for the CFD, will conduct a public hearing on the establishment of the CFD and Future Annexation Area and consider and finally determine whether the public interest, convenience, and necessity require the formation of the CFD and the levy of the Special Tax.

**Section 11. Notice of Public Hearing.** The District Clerk is hereby directed to cause notice of the public hearing to be given by publication one time in a newspaper published in the area of the CFD and the Future Annexation Area. The publication shall be completed at least seven days before the date of the public hearing referenced in Section 10. The District Clerk may also cause notice of the hearing to be given to each property owner within the CFD by first class mail, postage prepaid, to each such owner's address as it appears on the most recent tax records of the County or as otherwise known to the District Clerk to be correct. Such mailing shall be completed not less than 15 days before the date of the public hearing. The notice shall be substantially in the form specified in Section 53322 of the Act, with the form summarizing the provisions hereof hereby specifically approved.

**Section 12. Further Action.** The Board, General Manager, and District Clerk and all other officers and agents of the District are hereby authorized and directed to take all actions necessary or advisable to give effect to the transactions contemplated by this Resolution.

**Section 13. Effective Date.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 27th day of April 2023 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

ATTEST:

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Michael McGinnis, Chair

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Annabel Grimm

## **EXHIBIT A**

### **DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD**

#### **CHICO AREA RECREATION AND PARK DISTRICT Community Facilities District No. 2023-01 (Park Maintenance)**

The types of services to be funded by the CFD ("Services") shall include the annual operation, maintenance and servicing, including repair and replacement of parks, trails and recreation facilities, storm drainage facilities, landscape corridors, wetlands and open space areas; security patrols, any incidental expenses authorized by the Act; and any other miscellaneous or incidental services identified by the District necessary to provide the described Services herein including the collection and accumulation of funds to pay for anticipated Service, future repairs and replacements and cost shortfalls.

It is expected that the Services will be provided by the District, either with its own employees or by contract with third parties, or any combination thereof. Special tax revenue generated from a Tax Zone shall be expended as indicated in the Petition.

The Services to be funded by the CFD are in addition to those provided in the territory of the CFD before the date of creation of the CFD and will not supplant services already available within that territory when the CFD is created.

## EXHIBIT B

### RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

#### CHICO AREA RECREATION AND PARK DISTRICT Community Facilities District No. 2023-01 (Park Maintenance)

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 applicable to the land in the Community Facilities District No. 2023-01 (the "CFD") of the Chico Area Recreation and Park District (the "District") shall be levied and collected according to the tax liability determined by the District through the application of the appropriate amount or rate described herein.

#### A. DEFINITIONS

**"Accessory Unit"** means a secondary residential unit of limited size (e.g., granny cottage, second unit) that shares a Parcel with a Unit of Single Family Detached Property.

**"Acre"** means each acre of the land area making up an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable Final Map or other recorded County parcel map.

**"Act"** means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Division 2 of Title 5 of the Government Code of the State of California.

**"Administrative Expenses"** means the actual or estimated costs incurred by the District to determine, levy and collect the Special Taxes, including the proportionate amount of the salaries and benefits of District employees whose duties are directly related to administration of the CFD and the fees of Special Tax levy administrator, other consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the County tax rolls and any other incidental costs authorized by the Act.

**"Annual Escalation Factor"** means the percentage change during the preceding year in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-San Jose area ("CPI-U"), as published by the U.S. Department of Labor, Bureau of Labor Statistics, or 4 percent, whichever is greater. In the case where the annual change in the CPI-U is negative, the annual percentage increase shall be equal to zero. If the CPI-U at any time is no longer available, then a comparable economic indicator, as reasonably determined by District, shall be used.

**"Annual Special Tax"** means the annual Special Tax, determined in accordance with Section D below to be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

**"Assessor's Parcel"** or **"Parcel"** means a lot or parcel shown on an Assessor's Parcel Map with an assigned Assessor's Parcel number.

**"Assessor's Parcel Number"** means, with respect to an Assessor's Parcel, that number assigned to such Assessor's Parcel by the County for purposes of identification.

**"Base Year"** means the Fiscal Year in which the Tax Zone was formed or annexed into the CFD.

**"Board"** means the Board of Directors of the Chico Area Recreation and Park District, acting as the legislative body of the District and the CFD.

**"Building Permit"** means a single permit or set of permits required to construct an entire structure.

**"CFD" or "CFD No. 2023-01"** means Community Facilities District No. 2023-01 (Park Maintenance) of the Chico Area Recreation and Park District.

**"CFD Administrator"** means an official of the District, or designee thereof, responsible for determining and providing for the levy and collection of the Special Tax.

**"City"** means the City of Chico, California.

**"County"** means the County of Butte, California.

**"County Assessor"** means the Butte County Assessor.

**"Developed Residential Property"** means all Assessor Parcels of Developed Property for which a Building Permit has been issued prior to May 31 of the preceding Fiscal Year for construction of a Residential Unit. These Assessor's Parcels may be classified into one of following groups: Single Family Detached, Single Family Attached, and Multi-Family Residential.

**"District"** means the Chico Area Recreation and Park District.

**"Fiscal Year"** means the period starting July 1 and ending the following June 30.

**"Land Use Classification"** means any of the classes listed in Section B(1).

**"Maximum Special Tax"** means the greatest amount of Special Tax, determined in accordance with Sections B and C below that can be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

**"Multifamily Residential Property"** means all Assessor Parcels of Developed Property for which a Building Permit has been issued for construction of a structure with more than one Residential Unit. This category includes but is not limited to apartment buildings, duplexes, triplexes, fourplexes and condominiums.

**"Owners Association Property"** means any property within the boundaries of the CFD owned by a homeowner association or property owner association, including any master or sub-association.

**"Proportionately"** means that the ratio of the actual Special Tax levied in any Fiscal Year to the Maximum Special Tax Rate authorized to be levied in that Fiscal Year is equal for all Assessor's Parcels.

**"Public Property"** means any property within the boundaries of the CFD that is either (i) owned by the federal government, the State of California, the County, another public agency, or a private nonprofit organization that owns and is responsible for conservation of open space areas or (ii) encumbered by an easement owned by any such public agency or private organization which easement makes the development of such property impractical. Notwithstanding the foregoing, a leasehold or other possessory interest in any such property which is subject to taxation pursuant to Section 53340.1 of the Act shall not constitute "Public Property."

**"Residential Unit"** means each separate residential dwelling unit on an Assessor's Parcel that comprises an independent facility capable of conveyance or rental as distinct from adjacent residential dwelling units. An accessory residential dwelling unit that shares a Parcel with a

Single Family Detached Residential Unit shall not be considered as a Residential Unit for the purposes of this RMA.

**"RMA"** means this Rate and Method of Apportionment of Special Tax.

**"Services"** means the services authorized to be funded by the CFD as described in the Resolution of Intention for the CFD.

**"Single-Family Attached Property"** means all Assessor Parcels of Developed Property for which a building permit has been issued for construction of a residential structure consisting of two or more Residential Units that share common walls, have separate Assessor's Parcel Numbers assigned to them (except for a duplex Residential Unit which may share an Assessor's Parcel Number with another duplex Residential Unit).

**"Single-Family Detached Property"** means all Assessor Parcels of Developed Property for which a building permit has been issued for construction of a single-family Residential Unit that does not share a common wall with another Residential Unit.

**"Special Tax"** means a Special Tax levied in any Fiscal Year to pay the Special Tax Requirement.

**"Special Tax Requirement"** means the amount required in any Fiscal Year for the CFD to 1) provide the Services; 2) pay for reasonable Administrative Expenses; 3) pay any amounts required to establish or replenish any reserve funds, and 4) cure any delinquencies in the payment of Special Taxes which have occurred in the prior Fiscal Year or pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year.

**"State"** means the State of California.

**"Taxable Property"** means any Assessor's Parcel that is not Tax-Exempt Property.

**"Tax-Exempt Property"** means any Parcel within the CFD which is not Developed Residential Property, Development Nonresidential Property, or Undeveloped Property, and includes Public Property.

**"Tax Zone"** means a mutually exclusive geographic area within which the Special Tax may be levied pursuant to this RMA. All Taxable Property within the CFD at the time of its formation is within the Tax Zone specified in Section B2. Additional Tax Zones may be created when Taxable Property is annexed to the CFD, and a separate Maximum Special Tax shall be identified for Taxable Property within the new Tax Zone at the time of such annexation. The Assessor's Parcels included within a new Tax Zone when such Parcels are annexed to the CFD shall be identified by Assessor's Parcel number in the Unanimous Approval Form that is signed by the owner(s) of the Parcels.

**"Undeveloped Property"** means any Assessor's Parcel which is not Tax-Exempt Property, and for which no Building Permit has been approved and issued by April 1 of the previous Fiscal Year.

**"Unanimous Approval Form"** means that form executed by the record owner of fee title to a Parcel or Parcels of Taxable Property annexed into the CFD that constitutes the property owner's approval and unanimous vote in favor of annexing into the CFD and the levy of Special Tax against his/her Parcel or Parcels pursuant to this RMA.

**B. DETERMINATION OF MAXIMUM SPECIAL TAX**

The Maximum Special Tax shall be calculated as follows:

- 1. **Classification of Parcels.** Each Fiscal Year, using the Definitions above and the Parcel records of the County Assessor’s Secured Tax Roll of July 1, the District shall cause each Parcel of land in the CFD to be classified as Taxable Property and Tax-Exempt Property. Taxable Property may be further classified as Developed Residential Property, Undeveloped Property, Owners Association Property, or Tax-Exempt Property. Developed Residential Property may be further classified as Single-Family Detached Property, Single-Family Attached Property, and Multi-Family Property.
- 2. **Assignment of Maximum Special Tax.** Each Fiscal Year, the Base Year Maximum Tax shown below shall be escalated as specified in Section C, Annual Adjustment of Maximum Special Tax, to determine the Maximum Special Tax for the upcoming Fiscal Year for each Land Use Classification in a Tax Zone. A different Maximum Special Tax Rate may be identified in Tax Zones added to the CFD as a result of future annexations.

**TABLE 1**  
**MAXIMUM SPECIAL TAX RATES – TAX ZONE NO. 1 (Meriam Park)**  
**BASE YEAR 2022-23**

<b>Land Use Classification</b>	<b>Base Year Maximum Tax</b>
Taxable Property	\$632

- 3. **Conversion of a Tax-Exempt Property to a Taxable Property.** If a Tax-Exempt Property or Owners Association Property is not needed for public use and is converted to private use, it shall become subject to the Special Tax.
- 4. **Nonresidential Developed Property.** In the event that any property is converted to nonresidential developed property, it shall become subject to the special tax at an amount equal to the special tax for undeveloped property.

**C. ANNUAL ADJUSTMENT OF MAXIMUM SPECIAL TAX**

Beginning in January 2024 and each January thereafter, the Maximum Special Tax shall be adjusted each fiscal year by Annual Escalation Factor. Each annual adjustment of the Maximum Special Tax shall become effective for the following Fiscal Year.

**D. DETERMINATION OF THE ANNUAL SPECIAL TAX**

The Board will determine the Special Tax Requirement and will levy the annual special tax each fiscal year on each assessor's parcel of developed residential property or taxable property up to one hundred percent of the applicable maximum special tax to fund the Special Tax Requirement.



If additional revenues are needed to provide the 1) Services; 2) pay anticipated Administrative Expenses; and 3) cure any delinquencies in the payment of Special Taxes which have occurred in the prior Fiscal Year, or pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year, the Annual Special Tax shall be levied Proportionately on each Assessor's Parcel of Undeveloped Property up to one hundred percent of the Maximum Special Tax for Undeveloped Property.

Under no circumstances will the Annual Special tax levied against any Assessor's Parcel of Developed Residential Property increase by more than ten (10) percent as a consequence of delinquency or default by the owner of any other Assessor's Parcel within the CFD.

Subject to the preceding, the amount of Annual Special Tax levied upon any Developed Residential Property and Undeveloped Property in any Fiscal Year shall not exceed the Maximum Special Tax for such Fiscal Year as computed herein.

**E. DURATION OF THE SPECIAL TAX**

Assessor's Parcels in the CFD shall remain subject to the Special Tax in perpetuity. If the Special Tax ceases to be levied, the District or its designee shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished.

**F. PREPAYMENT OF SPECIAL TAX**

Prepayment of the Special Tax is not authorized.

**G. APPEALS AND INTERPRETATION PROCEDURE**

Any property owner who feels that the portion of the Special Tax levied on the subject property is in error, may file a written appeal no later than April 10 of the Fiscal Year in which the levy occurred, with the General Manager or his or her designee, appealing the levy of the Special Tax on the subject property. General Manager or his or her designee will promptly review the appeal, and, if necessary, meet with the applicant, and decide the merits of the appeal. If the findings of the General Manager or his or her designee verify that the Special Tax levied should be modified, the Special Tax levy for future Fiscal Years shall be corrected, and a credit against future Special Taxes shall be arranged, if applicable. Any overcharges shall be corrected solely by means of adjustments to future Special Tax levies; no cash refunds shall be made. Any dispute over the decision of the General Manager or his or her designee shall be referred to the General Manager, and the Board and the decision of the Board shall be final and binding on all parties.

Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate, or application of the method of apportionment, or classification of properties or any definition applicable to the CFD.

#### **H. COLLECTION OF THE SPECIAL TAX**

The Special Tax shall be collected each year in the same manner and at the same time as ad valorem property taxes are collected and shall be subject to the same penalties and lien priorities in the case of delinquency as is provided for ad valorem taxes. The District shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the schedule of the Special Taxes to be collected are received by the County Auditor for inclusion with billings for such ad valorem taxes for the applicable Fiscal Year. However, the CFD Administrator may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet the financial obligations of the District or as otherwise determined appropriate by the CFD Administrator.

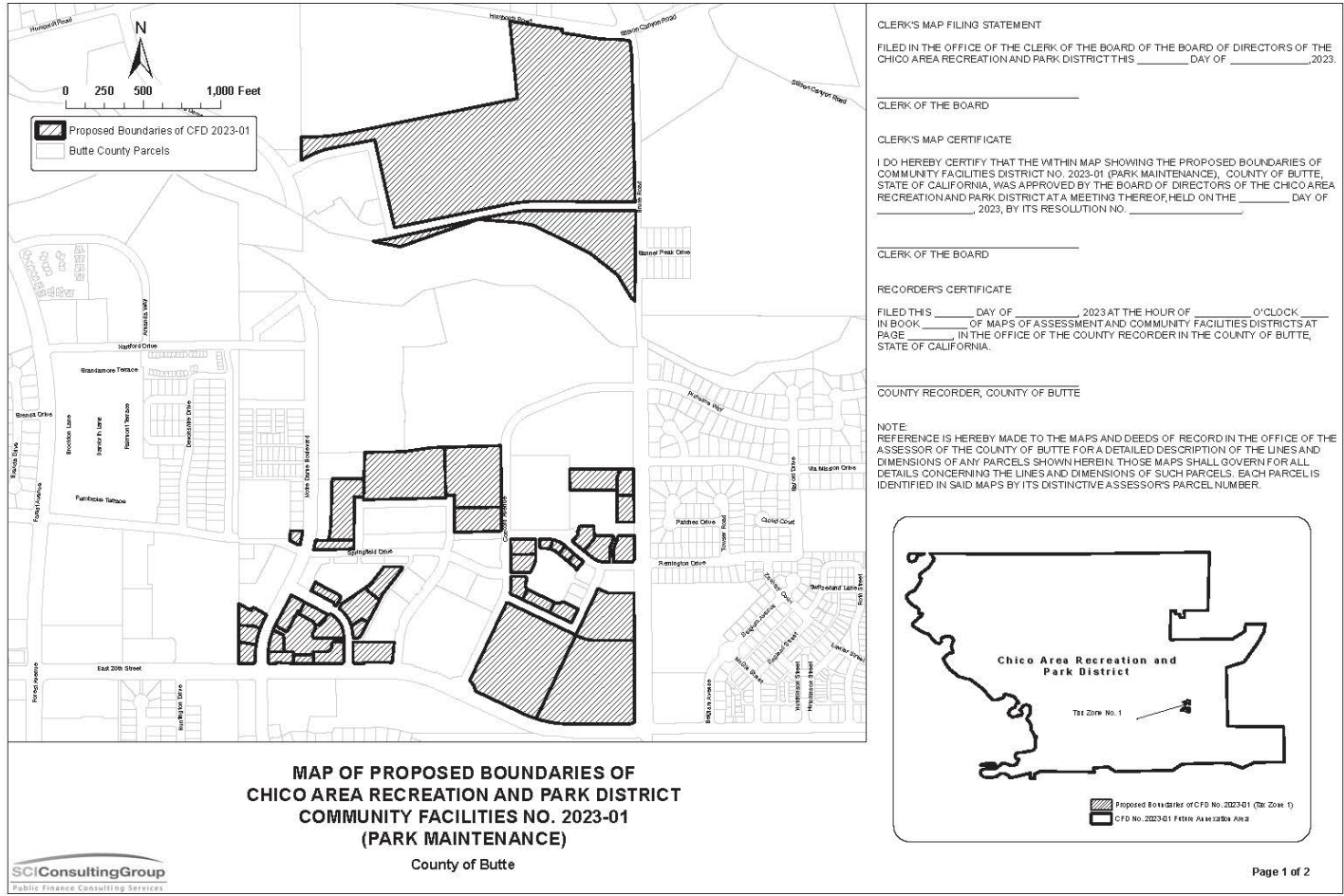
#### **I. ANNEXATION OF TERRITORY**

Any territory to be annexed to the CFD shall, in addition to payment of Special Taxes at the rate set forth in this RMA, be subject to payment of any costs incurred by the District in conducting the annexation process.

**EXHIBIT C**

**PROPOSED BOUNDARIES**

**CHICO AREA RECREATION AND PARK DISTRICT  
Community Facilities District No. 2023-01  
(Park Maintenance)**



CLERK'S MAP FILING STATEMENT  
 FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

CLERK OF THE BOARD \_\_\_\_\_

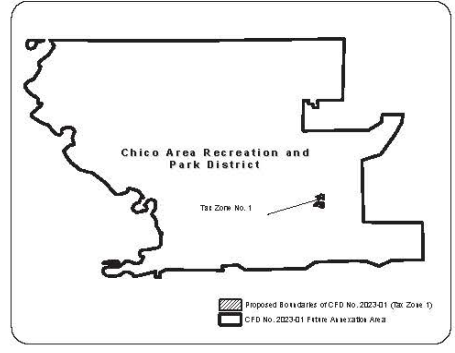
CLERK'S MAP CERTIFICATE  
 I DO HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT NO. 2023-01 (PARK MAINTENANCE), COUNTY OF BUTTE, STATE OF CALIFORNIA, WAS APPROVED BY THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT AT A MEETING THEREOF, HELD ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023, BY ITS RESOLUTION NO. \_\_\_\_\_

CLERK OF THE BOARD \_\_\_\_\_

RECORDER'S CERTIFICATE  
 FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023 AT THE HOUR OF \_\_\_\_\_ O'CLOCK IN BOOK \_\_\_\_\_ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE \_\_\_\_\_ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF BUTTE, STATE OF CALIFORNIA.

COUNTY RECORDER, COUNTY OF BUTTE \_\_\_\_\_

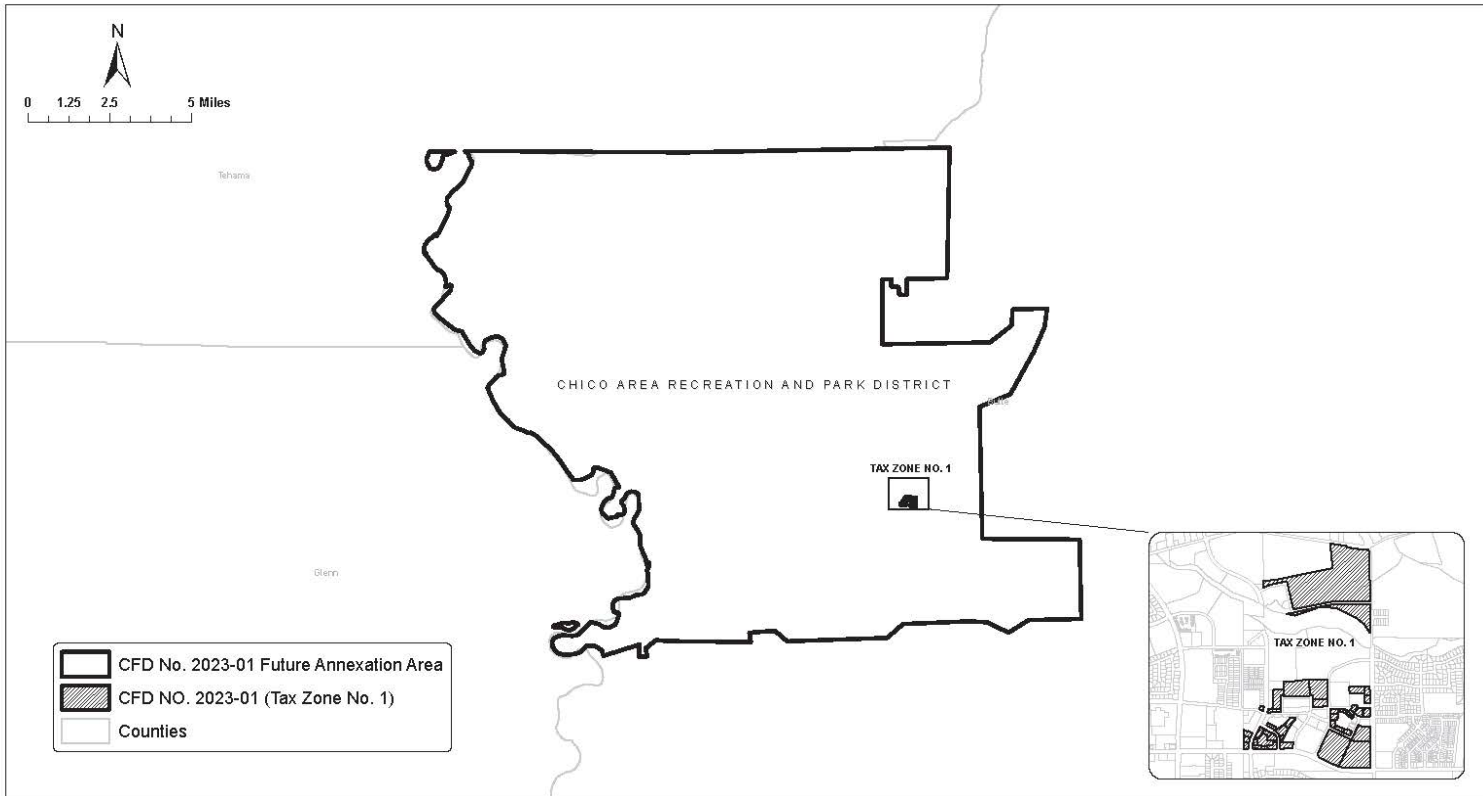
NOTE  
 REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF BUTTE FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREBIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.



**EXHIBIT D**

**MAP OF PROPOSED FUTURE ANNEXATION AREA**

**CHICO AREA RECREATION AND PARK DISTRICT  
Community Facilities District No. 2023-01  
(Park Maintenance)**



**MAP OF PROPOSED BOUNDARIES OF  
FUTURE ANNEXATION AREA OF  
CHICO AREA RECREATION AND PARK DISTRICT  
COMMUNITY FACILITIES DISTRICT NO. 2023-01  
(PARK MAINTENANCE)**

County of Butte  
State of California

## EXHIBIT E

### LIST OF PARTICIPATING ASSESSOR'S PARCELS

#### CHICO AREA RECREATION AND PARK DISTRICT Community Facilities District No. 2023-01 ((Park Mainenance)) Tax Zone No. 1 – Meriam Park Park D

APN	ACRES	LANDOWNER
002-690-019-000	0.8	A301 Building LLC
002-180-224-000	0.46	Blue Hour Properties LLC
002-180-180-000	6.89	Enloe Medical Center
002-180-181-000	6.49	Enloe Medical Center
002-700-001-000	0.38	Gonzales Development Co LLC
002-700-002-000	0.35	Gonzales Development Co LLC
002-710-007-000	0.12	Gonzales Development Co LLC
002-700-006-000	0.11	Gonzales Development CoMPany LLC
002-700-007-000	0.11	Gonzales Development CoMPany LLC
002-700-008-000	0.11	Gonzales Development CoMPany LLC
002-700-009-000	0.11	Gonzales Development CoMPany LLC
002-700-010-000	0.34	Gonzales Development CoMPany LLC
002-700-012-000	0.32	Gonzales Development CoMPany LLC
002-690-034-000	0.37	GFR LLC
002-690-037-000	1.12	GFR LLC
002-180-205-000	2.26	MPH CoMPany LLC
002-180-211-000	0.38	Blue Hour Properties LLC
002-180-212-000	0.42	MPH CoMPany LLC
002-180-213-000	0.47	MPH CoMPany LLC
002-180-214-000	0.5	MPH CoMPany LLC
002-180-215-000	0.33	MPH CoMPany LLC
002-180-217-000	42.98	MP North Fork
002-700-011-000	0.41	MPH CoMPany LLC
002-690-003-000	0.53	Tank District LLC
002-690-012-000	0.27	Tank District LLC
002-690-042-000	0.81	Tank District LLC
002-690-043-000	0.17	Tank District LLC
002-690-044-000	0.46	Tank District LLC
002-690-045-000	0.17	Tank District LLC
002-690-046-000	0.26	Tank District LLC
002-690-047-000	0.24	Tank District LLC
002-690-048-000	0.44	Tank District LLC

## EXHIBIT E

002-690-049-000	0.33	Tank District LLC
002-690-050-000	0.49	Tank District LLC
002-690-051-000	1.27	Tank District LLC
002-710-058-000	0.43	Tank District LLC
002-710-059-000	0.33	Tank District LLC
002-710-060-000	0.33	Tank District LLC
002-690-033-000	1.55	The MP Blocks LLC
002-690-035-000	3.85	The MP Blocks LLC
002-690-036-000	3.22	The MP Blocks LLC





# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Scott Schumann, Parks and Facilities Manager  
**SUBJECT:** Chapman Neighborhood Park Renovation Project

---

A mandatory Pre-Bid Walk was held on March 14<sup>th</sup>, 2023. The walk was attended by five potential bidders, in addition to other subcontractors and representatives. Attendance was impacted by the inclement weather experienced that week.

Following the Bid-Walk, addendums were published to respond to questions and provide clarifications to technical specifications.

Three bids were submitted and are presented for the Committee's review and recommendation to the Board for selection.

The District proceeded with the direct purchase of several park amenities in an effort to reduce lead times, leverage government procurement discounts, and reduce administrative costs and contractor fees.

Direct purchases are several core elements specified in the grant and include the following:

- Play Structure
- Fitness Station Equipment
- DFJ Themed Shade Structure
- Large Picnic Structure
- Acorn Themed Dump/Splash Bucket
- 2 Multigoal Hoops for Futsal
- Restroom/Pool Pump Room

The park's completion is projected for the fall of 2023.

## **Board Recommendation**

The Committee recommended that the Board make a motion to accept the lowest qualified bid proposal at the next regular meeting.



# BID RESULTS – Chapman Park Renovation

April 3, 2023

<b>Pkt</b>	<b>Company</b>	<b>City &amp; Zip</b>	<b>Base Bid Amount</b>	<b>Alternative</b>	<b>Total</b>
1	R and R Horn	Chico, 95927	\$2,449,550	\$259,900	\$2,709,450
2	Schreder and Brandt	Chico, 95927	\$3,169,108	\$279,799	\$3,448,907
3	Franklin	Chico, 95928	\$2,814,200	\$318,400	\$3,132,600
4					
5					
6					
7					
8					



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Annabel Grimm, General Manager  
**SUBJECT:** Temporary Staff – Finance Technician

---

## BACKGROUND

District staff are requesting to add a temporary, full-time Finance Technician to the salary schedule for two years, to expire on June 30, 2025. The position is needed to support the implementation of the new finance, accounting, and HR systems. For the past year and a half, there has been an extended part-time position. The position will once again be vacant in May.

The last two recruitments were difficult to fill as job seekers look for full-time employment. A two-year temporary position will provide stability for the finance office, while also providing the additional support needed through the 15-month software implementation.

The position span of two years will address implementation and assessment of future needs in the Finance Department. A temporary position of two years would also assist in the recruitment of a high-quality candidate. The beginning hourly rate for this position is \$24.40.

## FISCAL IMPACT

	<i>Salary</i>	<i>Benefits</i>	<i>Total</i>
Current	31,980	7,499	39,479
<i>Proposed</i>	50,752	21,144	71,896
<b><i>Difference</i></b>	<b>18,772</b>	<b>13,645</b>	<b>32,417</b>

## RECOMMENDATION

The Board approve the addition of a temporary, full-time Finance Technician to the salary schedule for two years, to expire on June 30, 2025



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Annabel Grimm, General Manager  
**SUBJECT:** Adopting The California Uniform Public Construction Cost Accounting Act

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## **Background**

The Uniform Public Construction Cost Accounting Act (Act), enacted in 1983 under Public Contract Code (PCC) section 22000 et seq., allows local agencies to perform public project work of up to \$60,000 with their own workforces if the agencies elect to follow the cost accounting procedures set forth in the *Cost Accounting Policies and Procedures Manual* by the California Uniform Construction Cost Accounting Commission.

Any local agency can voluntarily elect to become a participating agency of the Act. Local agencies include cities, counties, redevelopment agencies, special districts, school districts, and community college districts. Participating agencies benefit from the raised force account limit and the informal bidding procedures. More projects are completed in a timely manner as a result of the streamlined awards process and the reduction in paperwork related to advertising and report filing.

The governing body must elect by resolution to become subject to the Act and must file a copy of the approved resolution with the State Controller's Office (Section 22030).

The revisions adopted last month to the purchasing policy incorporated the provisions in the Act and a resolution from the Board is required to file with the State Controller's Office.

## **Recommendation**

That the Board approved Resolution 23-007, electing to participate in become subject to the uniform public construction cost accounting procedures set forth in the Act.



**RESOLUTION 23-008 OF THE BOARD OF DIRECTORS OF THE  
CHICO AREA RECREATION AND PARK DISTRICT**

Adopting The California Uniform Public Construction Cost Accounting Act

**WHEREAS**, prior to the passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

**WHEREAS**, Public Contract Code section 22000 et seq., the Uniform Public Construction Cost Accounting Act, establishes such a uniform cost accounting standard

**WHEREAS**, the Commission established under the Act has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in the contracting for construction of public projects; and

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of CARD hereby elects under Public Contract Code section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended and directs that the District notify the State Controller forthwith of this election.

**PASSED AND ADOPTED** at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 27th day of April 2023 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

\_\_\_\_\_  
Michael McGinnis, Chair  
Board of Directors

\_\_\_\_\_  
Annabel Grimm  
General Manager



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Scott Schumann, Parks and Facilities Manager  
**SUBJECT:** Community Center Construction

---

As the District experiences change in certain business units, challenges are encountered with physical space in the Community Center. One example is eliminating in-house IT support and expanding the Facility Rentals and Special Events divisions.

To maximize Community Center space, staff propose modifying the existing space at the North Entrance to the Community Center, specifically, creating an office with a communication window where the current service desk is located.

This modified office will optimize the available space to house two event staff offices while providing secure storage and maintaining the service nature of the area during events and programs. The new office wall will host a communications screen displaying renter information or cycle upcoming events and programs.

The in-house Project Crew will do the work on this project. The estimated cost for materials, including a contingency, is \$20,000. There is ample funding in the current budget to accommodate this project.

A tour of the location will be conducted during the Facility Committee meeting.



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Scott Schumann, Parks and Facilities Manager  
**SUBJECT:** Community Park Lighting Replacement

---

A softball field lighting audit conducted at Community Park resulted in the following:

<b>Community Park Softball Field</b>	<b>Total Lights</b>	<b>Number of Lights Absent</b>	<b>Percentage of Absent Lighting</b>
Barile Field	37	14	38%
Booth Field	38	7	14%
Mertz Field	37	8	18%
Total	112	29	25%

Aging 1000W metal halide bulbs currently light the fields. This lighting standard is antiquated technology and is no longer for sale in California. Metal halide bulbs are increasingly difficult to source, and the quality is significantly degraded when they are located. The existing aging system has corroded screens, gaskets, and snap rings, in addition to aging wiring and ballasts.

All three fields were re-lamped in 2022. However, 29 of those lamps are not functional indicating the issue is likely the ballasts or wiring. The lighting level at Barile is poor and deemed unplayable after sunset. Night programming in that field can only be restored once the lighting issues are addressed.

Several quotes were acquired to address lighting:

1. Full Replacement to LED with 10-year warranty: \$742,000
  - i. Including relocation of 3 poles \$826,000
2. Full Replacement Materials Only \$327,500 (+ install)
3. Replacement of 29 bulbs to LED with 5-year parts warranty: \$26,800\*  
\*Troubleshooting and repairs will increase the price
4. Replacement of 29 bulbs/ballasts with 1000W (no warranty) \$11,400
5. Replacement of 29 bulbs/ballast with 1000W (project crew) \$7500



**Chico Area Recreation and Park District Board of Directors**  
Facility Committee

**Recommendation to Facilities Committee:**

It is recommended that the District select option 3. This approach would replace absent lighting with improved LED technology recognizing the future need for additional retrofitting. This is a medium-term solution that improves lighting conditions with some warranty. The five-year window allows for planning the District's competing priorities, time to secure alternative fund sources, and resume programming in the three fields.

Option 3 may require engineering to ensure the retrofit produces the requisite footcandle standard and would increase the overall project cost.

Savings from completed 2022-23 capital projects can be reallocated to fund the lighting retrofit in order to proceed with option 3.

**Recommendation to the Board of Directors:**

The Committee recommends the District proceed with Option 3 and reallocate \$30,000 in savings from the DFJ HVAC project to fund the lighting replacement at Community Park.



# DeGarmo Park Sponsorship Banner Map

Field 2, Veterans Field, and Hughes Field



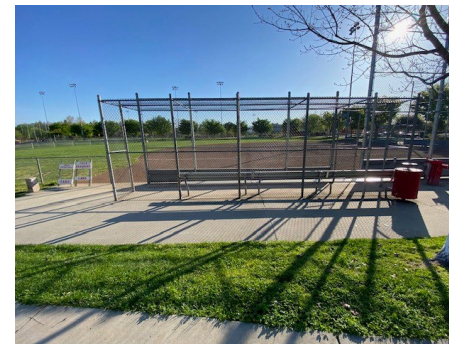
Short foul line 3 section fence  
1<sup>st</sup> Baseline – 4' x 9.5' (3 sections)



Back of dugout sections  
1<sup>st</sup> base line- 5' x 6' (8 Sections)



Short foul line 3 section fence  
3<sup>rd</sup> Baseline – 4' x 9.5' (3 sections)



Back of dugout sections  
3<sup>rd</sup> base line- 5' x 6' (8 Sections)

# Sponsorship Banner Sites Details

Each field has the same sponsorship banner layout

- 22 banner sites per field
- 66 total banner sites at DeGarmo Park
- Partners install, maintain, and remove their banners
  - Installation should be with metal hog rings into grommets banners (zip ties will deteriorate in the UV)
- No banners on red iron fence behind backstops due to paint damage

1<sup>st</sup> Baseline  
Short foul line 3  
section fence

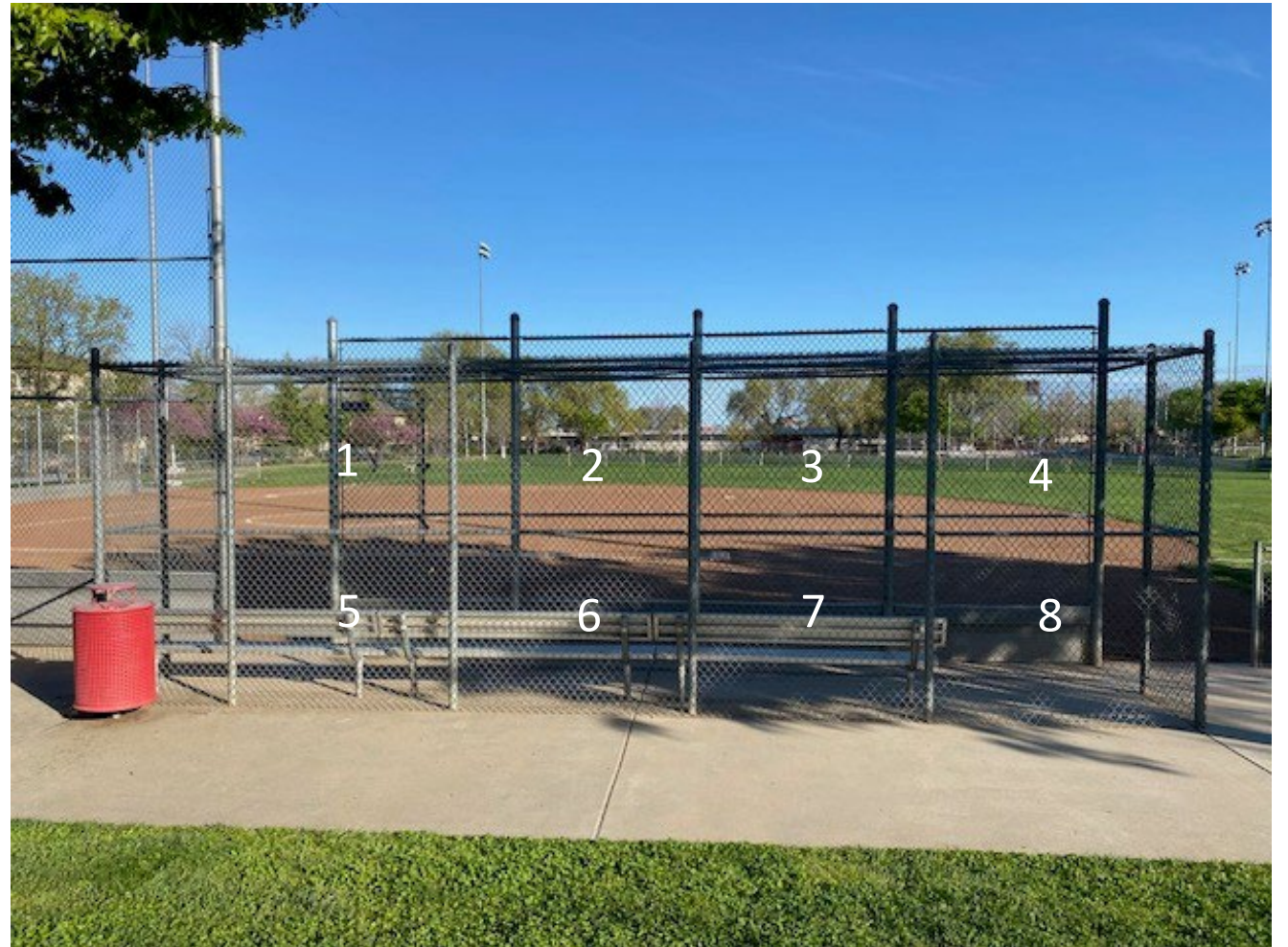
4' x 9.5'  
(3 sections)





1<sup>st</sup> base line  
Back of dugout

5' x 6'  
(8 Sections)



3<sup>rd</sup> baseline  
Back of dugout  
sections

5' x 6'  
(8 Sections)





3<sup>rd</sup> Baseline  
Short foul line  
fence

4' x 9.5'  
(3 sections)



# Archive Slides

- Additional banner sites on backstops at height require lift access –  
Not available at this time

# DeGarmo Park Sponsorship Banner Map

Field 2, Veterans Field, and Hughes Field



Short foul line 3 section fence  
1<sup>st</sup> Baseline – 4' x 9.5' (3 sections)



Back of dugout sections  
1<sup>st</sup> base line- 5' x 6' (8 Sections)



2 Upper backstop rows  
1<sup>st</sup> baseline – 5' x 9' (8 Sections)



2 Upper backstop rows  
Home Plate – 5' x 9' (8 Sections)



Short foul line 3 section fence  
3<sup>rd</sup> Baseline – 4' x 9.5' (3 sections)



Back of dugout sections  
3<sup>rd</sup> base line- 5' x 6' (8 Sections)



2 Upper backstop rows  
3<sup>rd</sup> baseline – 5' x 9' (8 Sections)



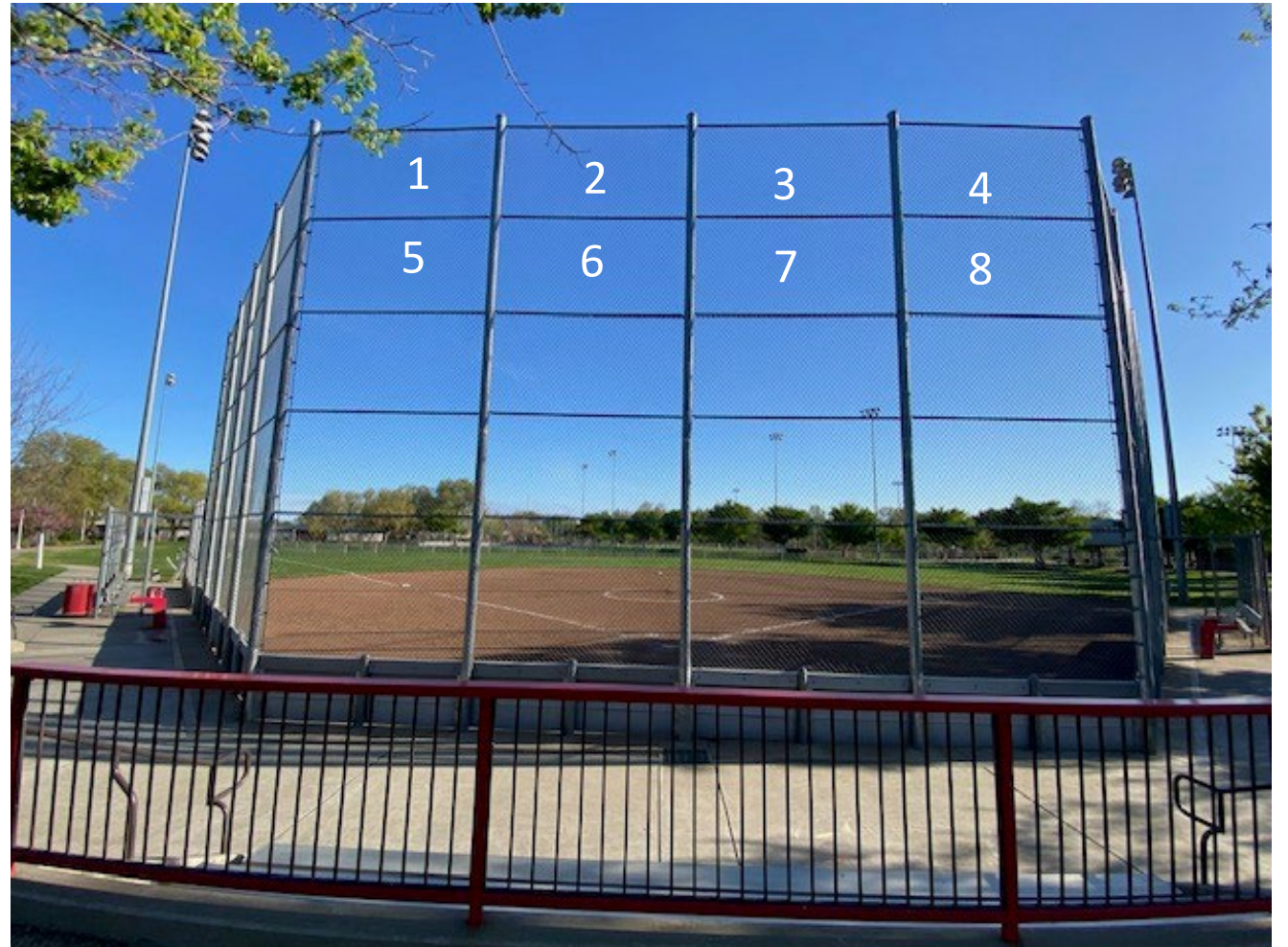
1<sup>st</sup> baseline  
2 upper backstop  
rows

5' x 9'  
(8 Sections)



Home Plate  
2 upper  
backstop rows

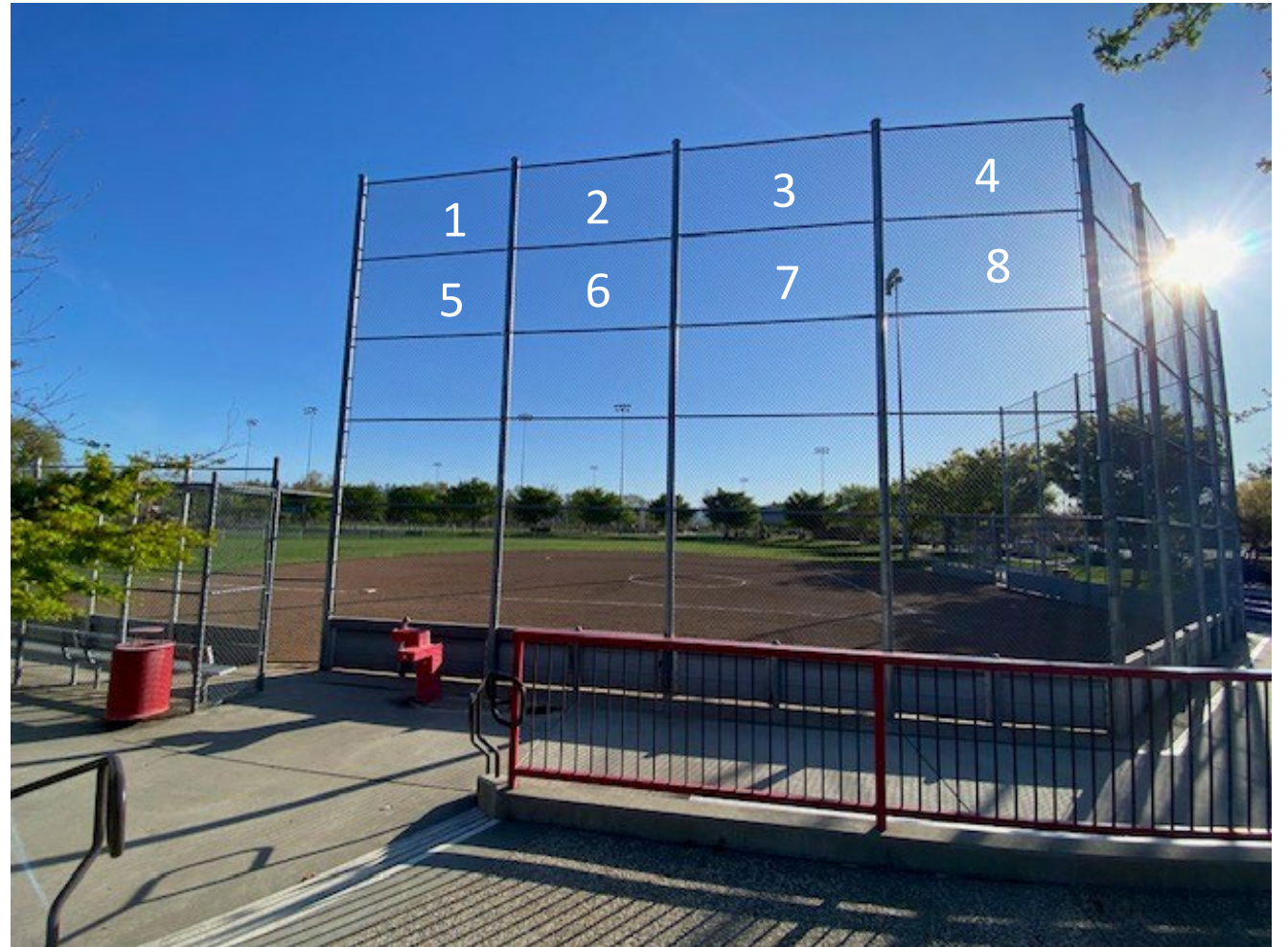
5' x 9'  
(8 Sections)





3<sup>rd</sup> Baseline  
2 Upper  
backstop rows

5' x 9'  
(8 Sections)





# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directions  
**FROM:** Anjie Goulding  
**SUBJECT:** Recreation Update - April

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## Youth Sports

Youth sports spring season is in full swing. Some highlights include our ShortE Sports & Little Athlete program at Wildwood Park, a packed youth volleyball league for 4th-8th graders, a new high school volleyball league, and our exciting youth flag football league at DeGarmo. We have a great team of staff who are excited to spread a love of the game to all our participants!

## Adult Sports

Spring Leagues:

- Kickball 1 Division 8 Teams
- Basketball 2 Divisions 9 Teams
- Soccer 7 Divisions 50 Teams 2 New Divisions: Men's 50+, and Women's
- Softball 13 Divisions 92 Teams New Hooker Oak lighting is a big hit!
- Volleyball 4 Divisions 23 Teams
- Pickleball Ladder League offered 3 nights/week with more than 115 participants

## Aquatics

Recruitment for summer Aquatic staff for Sycamore and PV Pools continues. We have completed 1 of 3 Lifeguard Certification Courses this Spring and are in the middle of our second training. Head Guards and Assistant Head Guards start training May 1<sup>st</sup>. We are looking forward to starting to train with all our staff in May!

## Camps

CARD Summer Camps are filling quickly with some camps having long waitlists already. Interviews are wrapping up for our full day camp staff. We have partnered with three local schools to offer free or reduced fees for Summer Camps. Wildflower Open Classroom, Chico Country Day and Inspire School of Arts all have funds to cover the enrollment costs of summer camps. This will be a tremendous benefit to those families. Inquiries about the 1:1 aide option for Summer Camp is also starting to pick up as more families learn about this service CARD provides. We have several new families taking advantage of this service and we couldn't be more excited.

### **Nature Center**

Spring Field Trip season is off to a great start, and currently there are 85+ trips booked. We still have room to book more!

Our collaboration with University of California Agriculture and Natural Resources, California Naturalist Program wrapped up last Friday. As a reminder, this was a weeklong California Naturalist program for California Conservation Corps members. The participants caught Table Mountain in full bloom during the super bloom.

### **After School Program**

CARD's After School Program is preparing for re-enrollment, beginning in May. The waitlist for CARDs remaining 5 programs and all CARD paid spots at Blast sites is currently open and spots will be filled during the summer. The ASP team is also working on hiring and selecting next year's TAP (Teaching in the After School Program).



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Scott Schumann  
**SUBJECT:** Parks and Facilities Update - April

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**In addition to the items addressed in the April 19<sup>th</sup> Facility Committee Meeting, below are additional updates.**

## **Capital Projects Updates:**

### *Peterson Park and Hooker Oak Park Play Structures*

Play Structures are scheduled to begin installation mid-April. Temporary fencing will be installed at the site with Project information signage will be posted on the fencing along with a QR code directing park users to learn more about the project scopes and anticipated completion (May 20<sup>th</sup>, 2023)

### *Community Park Pickleball Court Installation*

Court installation has been moved earlier by one week to begin April 27<sup>th</sup>. Courts are anticipated to be complete in order to be enjoyed during the Chico Classic Pickleball Tournament scheduled May 5<sup>th</sup> and 6<sup>th</sup>, 2023.

### *Bocce*

Groundbreaking ceremony is scheduled for May 4<sup>th</sup> at 3pm. Temporary fencing will be installed around the Bocce Project site at Community Park April 29<sup>th</sup>. Project information signage will be posted on the fencing along with a QR code directing park users to learn more about the project scope and anticipated completion (October 15, 2023)

### *Hooker Oak Creek Bank*

Significant erosion has occurred to bank resulting in closure of a 30ft section of single-track trail. This erosion threatens the future functionality of the well pump enclosure and pump itself. Staff are in communication with the City of Chico regarding an emergency authorization for repair and shoring of Big Chico Creek riverbank adjacent to the well pump and trail on the South side of the park.

### *Volunteer Coordination*

Staff worked closely with a group of CSU Chico student volunteers to make improvements to the Nature Center pond area elevating the function and aesthetic of the facility grounds which contain native California native plants.

### *Deferred Maintenance*

The Project Crew is nearing completion of renovating the kitchens at the PV Rec Center and DFJ Community Center, thus bringing each facility up to improved food safety standards and functionality of cabinets, sinks, and amenities.

### *Spring Irrigation*

After annual fertilizer and pre-emergent application, irrigation scheduling has begun across the district along with inspections of irrigation operations to ensure function and efficiency of the systems. Formal irrigation inspections are now a standing component to park operations in addition to the daily observations and adjustments to ensure appropriate water consumption.

### *CARD Center Maintenance and Improvements*

Staff have completed improvements to the courtyard and entrance with positive feedback in an effort to beautify CARD's main office of operations. Park staff will also be taking on maintenance of the CARD center grounds in the upcoming fiscal year which was historically outsourced to an external contractor.



# STAFF REPORT

**DATE:** April 27, 2023  
**TO:** Board of Directors  
**FROM:** Annabel Grimm  
**SUBJECT:** General Manager Update – April

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## **ADA Parking Lot**

As part of the ADA improvements identified in the transition plan, the Community Center's parking lot will undergo a holistic ADA upgrade.

Engineering estimates for the improvements are approximately \$94,000. Including a 15% contingency, the total project budget is \$108,000 and within the 2022-23 ADA upgrades allocation.

In accordance with the revised procurement policy, an effort will be made to obtain a minimum of three competitive quotes and will be presented to the Board before executing a contract.

## **Special Events**

The 60<sup>th</sup> Spring Jamboree was a huge success, with more than 2,000 attendees estimated. This year's event was reimaged and featured an adventure treasure hunt. There were 18 stations with community organizations on-hand to host a game or craft station. Additionally, there was face painting, bouncing castles, a petting zoo, and of course, the annual Easter Bunny photo op. Feedback from the community was overwhelmingly positive. The credit goes to the District's incredible staff for their hard work and commitment. A special thanks to Erin Horst, the new special events coordinator, for redesigning and reinvigorating the event.

The next special event on the calendar is the rescheduled Kite Day on Sunday, April 30, from 12-4 PM at Community Park. Rain should not be a factor, but let's keep our fingers crossed for some wind!

Following Kite Day, the kick-off of Movies in the Park at Wildwood is on May 6<sup>th</sup> with a special showing of Top Gun Maverick. Then, the second annual K-9 Classic at DeGarmo will take place on May 20<sup>th</sup>.



### **Park Acquisitions**

District staff has been involved in the planning of parks in the Barber Yard development. The Environmental Impact Report scoping meeting was fairly well attended and appears to be well received by the community.

### **Partnerships**

I met with the interim CEO of the Chico Chamber of Commerce (CCC), Mike Egbert. We discussed potential opportunities to partner in events that support downtown businesses. We also discussed how the CCC could help in District initiatives like the Aquatics Recreation Center.

The District has been approached by Chico Velo and the City about a partnership to develop a bike-themed park at Windchime Park. This idea is in its early stages. More information to follow as things develop.

### **Recreation Supervisors**

We have successfully recruited two new Recreation Supervisors who between the two of them will oversee Adult Sports, Aquatics, Field Rentals, Classes, and Camps. We look forward to their start dates in May.