



**CHICO AREA RECREATION AND PARK DISTRICT**  
**545 VALLOMBROSA AVENUE, CHICO, CA 95926**  
**Phone (530) 895-4711 Fax (530) 895-4721**  
**Thursday, November 16, 2017 – 7:00 p.m.**

*Posted Prior to 5:00 pm  
Thursday, November 9, 2017*

**BOARD MEMBERS:**

Bob Malowney, Chair  
Jan Sneed, Vice Chair  
Herman Ellis  
Tom Lando  
Michael Worley

**CARD STAFF:**

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

**GENERAL INFORMATION:**

1. Agendas:

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

2. Agenda Items:

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

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

3. Items Not Appearing On Posted Agenda:

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

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

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

4. Consent Agenda: All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion. Resolutions will be read by title only. There will be no separate discussion of these items unless members of the Board, or persons in the audience, request specific items to be removed from the Consent Agenda to the Regular Agenda for separate discussion, prior to the time the Board votes on the motion to adopt the Consent Agenda. If any item(s) are removed from the Consent Agenda, the item(s) will be considered at the beginning of the Regular Agenda.

5. Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please contact the CARD Office at (530) 895-4711 at least 48 hours prior to the start of the meeting so the necessary arrangements can be made.

6. Identity of Speakers: Speakers are asked to state their names before speaking and to voluntarily write their names on the provided record.



**REGULAR MEETING OF THE CHICO AREA  
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS  
Thursday, November 16, 2017 – 7:00 p.m.**

*Posted Prior to 5:00 pm  
Thursday, November 9, 2017*

**AGENDA**

**1.0 CALL TO ORDER**

1.1 Roll Call

**2.0 CORRESPONDENCE**

2.1 Correspondence from Michael Hornick regarding tennis and pickleball.

**3.0 PUBLIC COMMENTS**

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

**4.0 PRESENTATIONS**

There are no presentations.

**5.0 CONSENT AGENDA**

5.1 Minutes of the Regular Meeting of the Board of Directors of October 19, 2017

*Action Requested – that the Board of Directors approve the minutes as submitted*

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

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

**6.0 REGULAR AGENDA**

6.1 Items Removed from the Consent Agenda

**7.0 UNFINISHED BUSINESS**

7.1 District Update (Staff Report 17-41) - General Manager Willmann and Park and Recreation Director Zeller will provide an update to the Board of current projects and District updates, including, but not limited to, Humboldt Avenue Skatepark Improvements, CARD Community Center Roof/HVAC Project, Draft Master Plan Update, City of Chico/CARD Park Discussions, CSDA Districts Make the Difference Video Contest, Best of Chico Award, Butte Rose Society's Annual Rose Festival, DFJ Halloween Event, Hunters Moon Fundraiser, and Soggy Dog Day.

7.2 Future Facilities/Funding Measure (Staff Report 17-42) - *Action Requested – that the Board of Directors direct staff to continue with the public planning process to evaluate the potential of a future revenue measure in March 2020. At the Board Meeting, staff will be presenting a PowerPoint presentation that further illustrates facility and funding needs.*

7.3 Everybody Healthy Body Feasibility Study (Staff Report 17-43) - *Action Requested – that the Board of Directors review the information pertaining to Everybody Healthy Body's Feasibility Study and direct staff how to proceed.*

## **8.0 NEW BUSINESS**

8.1 Requested Improvements at Sycamore Field (Staff Report 17-44) - *Action Requested – that the Board of Directors direct staff to (1) continue to work with the Senior Softball League to address field improvements including leveling, gofer control, bleacher and dugout repairs, possible access to electricity, and extension of the base line fences; and (2) add the permanent restroom to the District's Capital Improvement Plan and prioritize it among existing projects.*

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

9.1 Butte County Special Districts Association/LAFCO

9.2 Finance Committee

9.3 Other Reports

## **10.0 DIRECTORS' COMMENTS**

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

## **11.0 GENERAL MANAGER'S COMMENTS**

11.1 General Manager's Update

## **12.0 STAFF COMMENTS**

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

## **13.0 ADJOURNMENT**

Adjourn to the Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on December 21, 2017.



**REGULAR MEETING OF THE CHICO AREA  
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS  
545 VALLOMBROSA AVENUE, CHICO, CA 95926  
(Draft)  
MINUTES  
October 19, 2017**

**Board Members Present:** Bob Malowney, Chair  
Herman Ellis, Board Member  
Tom Lando, Board Member  
Michael Worley, Board Member

**Board Members Absent:** Jan Sneed, Vice Chair

**Staff Members Present:** Ann Willmann, General Manager  
Terry Zeller, Director of Parks and Recreation  
Heather Childs, Finance Manager  
Jennifer Marciales, Executive Assistant

**1.0 CALL TO ORDER**

**1.1 Roll Call**

The meeting was called to order at 7:00 p.m., and roll call was taken as noted above.

**2.0 CORRESPONDENCE**

There was no correspondence.

**3.0 PUBLIC COMMENTS**

There were no comments.

**4.0 PRESENTATIONS**

**4.1 Resolution of the Board of Directors of the Chico Area Recreation and Park District Recognizing and Honoring Lulus**

**M/S/C/ (Directors Lando/Ellis)** that the Board of Directors adopts Resolution 17-11 recognizing and honoring Lulus for their generous donation towards the improvements at the Humboldt Avenue Skatepark.

**The vote was as follows: Ayes** carried

Ayes: Malowney, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: Sneed

4.2 Resolution of the Board of Directors of the Chico Area Recreation and Park District Recognizing and Honoring Scott Bailey and Chico Skatepark Solutions

**M/S/C/ (Directors Lando/Ellis)** that the Board of Directors adopts Resolution 17-12 recognizing and honoring Scott Bailey and Chico Skatepark Solutions for their valuable services in participating in the funding and design improvements for the Humboldt Avenue Skatepark.

**The vote was as follows: Ayes** carried

Ayes: Malowney, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: Sneed

- 4.3 Scott Bailey addressed the Board and stated that this is a really exciting night for Chico Skatepark Solutions. He stated that a little over two years ago, they started their fundraising efforts, and they were very excited when they raised \$1,000; now they have raised \$113,000. Mr. Bailey stated that the community has shown massive support. He noted that Access Lending, Sierra Nevada, Lulus, and countless other businesses have helped them tremendously. He further stated that CARD has been extremely supportive, and has put them in a win/win relationship from the beginning to make this happen. Mr. Bailey stated that the Chico Skatepark Solutions is thrilled to be contributing \$80,000 toward the improvements at the Humboldt Avenue Skatepark.

The CARD Board of Directors graciously accepted the \$80,000 donation from the Chico Skatepark Solutions. Chair Malowney stated that Scott Bailey and Chico Skatepark Solutions are truly an inspiration, and the CARD Board and staff greatly appreciate all of their hard work and dedication.

8.3 Project Bid for the Renovations of the Humboldt Avenue Skatepark

Chair Malowney requested that this Agenda Item be moved up.

**M/S/C/ (Directors Lando/Worley)** that the Board of Directors allocates \$25,000 from the contingency fund, accepts the bid from Grindline Skateparks, and authorizes the General Manager to approve payment requests not to exceed \$450,000 for the renovations of the Humboldt Avenue Skatepark.

**The vote was as follows: Ayes** carried

Ayes: Malowney, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: Sneed

## 8.2 Public Use of Tennis and Pickleball Courts at Community Park

Chair Malowney requested that this Agenda Item be moved up.

Park and Recreation Director Zeller reviewed his staff report with the Board and the use survey that was conducted at the tennis and pickleball courts at Community Park. Thereafter, Chair Malowney opened the discussion for public comment.

Rich Gitelson addressed the Board and stated that Jerry Brayton, CARD's tennis instructor, noted 125 observations at the courts at Community Park. He stated that during his observations, there was only one time when two people were waiting for a tennis court, and they only had to wait 5 minutes. Mr. Gitelson referred to another study that started on October 6, and there were 13 observations, and on 10 occasions, there were 2-18 people waiting for a pickleball court. Mr. Gitelson stated that the demand for pickleball has increased dramatically over the last 20 years. He stated that he believes in healthy aging and providing an extra court will allow more people to play. He said that pickleball is a fun easy sport, and it keeps people active and social. He further noted that in order to allow for more growth in pickleball, more courts are needed.

Director Lando asked Mr. Gitelson how many pickleball courts would be needed if a new facility were built, and Mr. Gitelson stated that it would be great to have a pickleball complex, but for now, four additional courts would allow the sport to grow.

Jake Jacobson addressed the Board and stated that he plays tennis and pickleball. He noted that he does not want this to be tennis vs pickleball; they should coexist. He noted that at this point, there does not seem to be much demand for the existing tennis courts, but pickleball is continuing to grow. He stated that there is not a consistent issue with tennis players trying to get on a court, but there is with pickleball. He noted that adding another court would alleviate the pressure for at least a few years.

Ted Byrson addressed the Board and stated that CARD should consider lining 3 pickleball courts at the Field House at Community Park. General Manager Willmann stated that unfortunately the Field House is severely impacted and there is no available time.

Chair Malowney asked if the pickleball players would be willing to help fundraise for a future pickleball complex, and several individuals in the audience said they would.

Jerry Gooch addressed the Board and stated that he is a former tennis player and thanked CARD for the existing courts at Community Park. He stated that pickleball is the fastest growing sport, while tennis is declining. He read an article discussing the decline of tennis, and noted that the interest of the community is requesting another pickleball court.

Troy Steffy addressed the Board and stated that she has played tennis over the years, and now she also plays pickleball with her father who is 87 years old. She stated that she has never had to wait for a tennis court, but she often has to wait for pickleball court. She noted that families and college students are also at the pickleball courts.

Kay Simenc addressed the Board and stated that when Community Park was built, the tennis players were not asked to pay for the tennis courts, therefore the pickleball players should not be asked to help fund new pickleball courts. Director Lando stated that when Community Park was built, a majority of the park was built by volunteers.

Bob Martin addressed the Board and stated that the reason people are asking for more pickleball courts is to keep social groups together and be active. He noted that more courts are especially needed in order to attract more people for tournaments.

Michael Abruzzo addressed the Board and stated that Bob Martin started pickleball in Durham. He said that they have been the ambassadors for pickleball and now the numbers have grown substantially. He stated that it is not taking a tennis court away, it's meeting the needs of the community and efficiently utilizing the courts.

Director Lando stated that he believes that the quality of life is whatever you think it is, and he supports converting another court. He noted that he would also like to develop a long range plan to build a pickleball complex that meets the needs of the community.

**M/S/C/ (Directors Ellis/Worley)** that the Board of Directors approves the conversion of one tennis court at Community Park into four pickleball courts, and requests that additional pickleball courts be included in the District's Master Plan Update for future considerations.

**The vote was as follows: Ayes** carried

Ayes: Malowney, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: Sneed

## **5.0 CONSENT AGENDA**

**M/S/C/ (Directors Lando/Ellis)** that the Board of Directors approves the consent agenda as presented.

**The vote was as follows: Ayes** carried

Ayes: Malowney, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: Sneed

## **6.0 REGULAR AGENDA**

No items were removed from the consent agenda.

## **7.0 UNFINISHED BUSINESS**

### **7.1 District Update**

General Manager Willmann and Park and Recreation Director Zeller reviewed their staff report with the Board and provided an update on the California Special Districts Association Conference, Facility Visits, and preparations for CARD's 70<sup>th</sup> anniversary.

## **8.0 NEW BUSINESS**

### **8.1 Approval of Audit Report for Fiscal Year 2016/2017**

Kyle Rusten of K'Coe Isom reviewed the audit report and informed the Board that it was a clean audit and there were no findings.

He further informed the Board that once the report from the State Controller's office is released, they will provide the final audit report to CARD.

**M/S/C/ (Directors Ellis/Worley)** that the Board of Directors accepts the audit report for fiscal year 2016-2017 as prepared by K'Coe Isom.

**The vote was as follows: Ayes** carried

Ayes: Malowney, Ellis, Lando, Worley

Noes: None

Abstain: None

Absent: Sneed

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

### **9.1 Butte County Special Districts Association/LAFCO**

Director Lando stated that Courtesy Motors' new location has been annexed into the City of Chico. He further stated that the Grand Jury report stated that the Oroville Mosquito Abatement District may be disbanded and consolidated with the Butte County Mosquito Abatement District.

### **9.2 Finance Committee**

There were no comments.

### **9.3 Other Reports**

Director Lando stated that he and Director Sneed met with the City to discuss transferring park impact fees directly to CARD, as well as the possibilities of CARD maintaining all of the neighborhood parks, and possibly Bidwell Park. Director Ellis asked what advantages there would be for CARD to maintain Bidwell Park, and Director Lando stated that it would be more efficient government.

## **10.0 DIRECTORS' COMMENTS**

There were no comments.

## **11.0 GENERAL MANAGER'S COMMENTS**

General Manager Willmann stated that the draft Master Plan Update should be ready for review by the Ad Hoc Committee in the near future.

General Manager Willmann also informed the Board that she plans to continue to attend the PERS Board Meetings. She noted that she wants to ensure that there is a voice for Special Districts.



## **12.0 STAFF COMMENTS**

There were no comments.

## **13.0 ADJOURNMENT**

There being no further business, the Regular Meeting of the Board of Directors was adjourned at 8:42 p.m. to the Special Meeting of the Board of Directors of the Chico Area Recreation and Park District on November 2, 2017.

Respectfully submitted,

A handwritten signature in cursive script, reading "Ann Willmann", written over a horizontal line.

Ann Willmann, General Manager  
Secretary to the Board

**CHICO AREA RECREATION AND PARK DISTRICT  
BOARD PROGRAM SUMMARY 2017-2018**

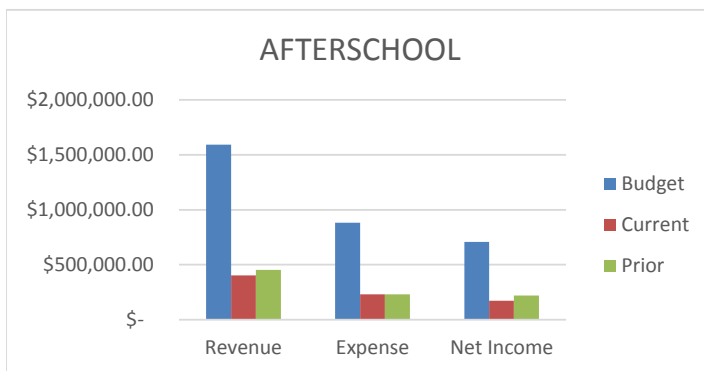
**OCTOBER 2017**

**33% of the Year**

## AFTERSCHOOL

We are at 25% of Budgeted Revenues and 26% of Budgeted Expenses. The Afterschool Program began on August 21, 2017. Our Net Income is \$49,577.18 less than this time last year.

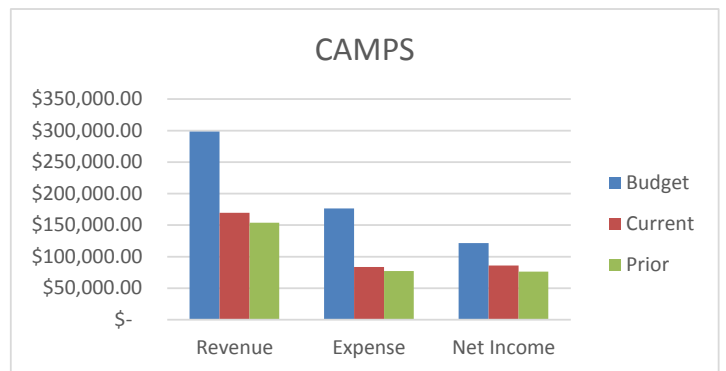
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 1,591,186.00	\$ 402,565.09	\$ 452,225.13
EXPENSES	\$ 882,956.00	\$ 231,454.44	\$ 231,537.30



## CAMPS

We are at 57% of Budgeted Revenues and 47% of Budgeted Expenses. CAMPS are seasonal. The majority run June-August. The rest are during school breaks in December/January and March. Therefore we are at the half-way mark for CAMPS for the Fiscal Year. Our Net Income is currently \$9,680.54 over last year.

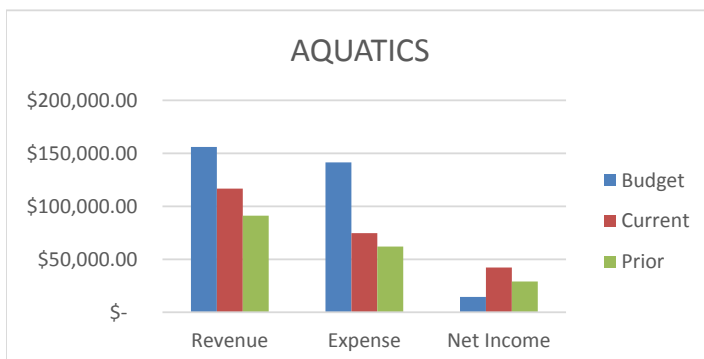
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 298,240.00	\$ 169,403.34	\$ 153,623.60
EXPENSES	\$ 176,551.00	\$ 83,404.48	\$ 77,305.28



## AQUATICS

We are at 75% of Budgeted Revenues and 53% of Budgeted Expenses. Aquatics is seasonal. Programming runs June-August. Therefore we are past the half-way mark for the Fiscal Year. Our Net Income is currently \$13,158.36 over this time last year.

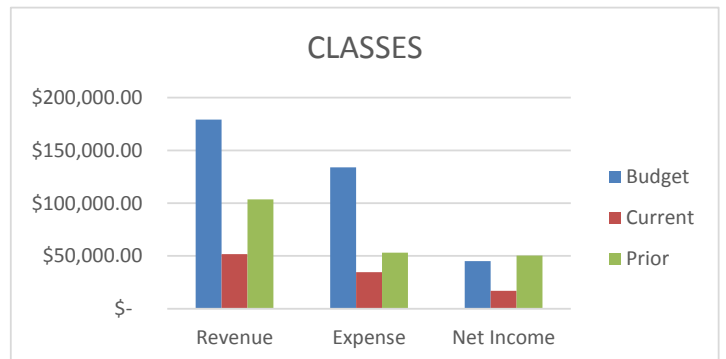
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 155,950.00	\$ 116,763.97	\$ 91,038.50
EXPENSES	\$ 141,442.00	\$ 74,598.82	\$ 62,031.71



## CLASSES

We are at 29% of Budgeted Revenues and 26% of Budgeted Expenses. We have various classes that run throughout the year. We are at 33% of the Fiscal Year, therefore we are close to being on-track for our Classes. Our Net Income is currently \$33,343.41 less than this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 179,150.00	\$ 51,682.47	\$ 103,529.45
EXPENSES	\$ 133,890.00	\$ 74,598.82	\$ 53,182.97

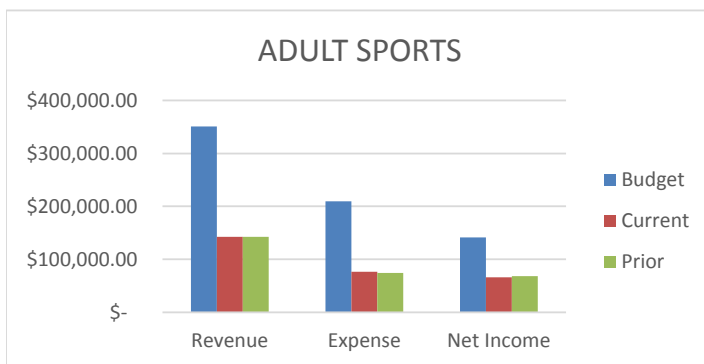


**CHICO AREA RECREATION AND PARK DISTRICT**  
**BOARD PROGRAM SUMMARY 2017-2018**  
**OCTOBER 2017**  
**33% of the Year**

## ADULT SPORTS

We are at 41% of Budgeted Revenues and 36% of Budgeted Expenses. Our Net Income is \$2,090.74 less than this time last year.

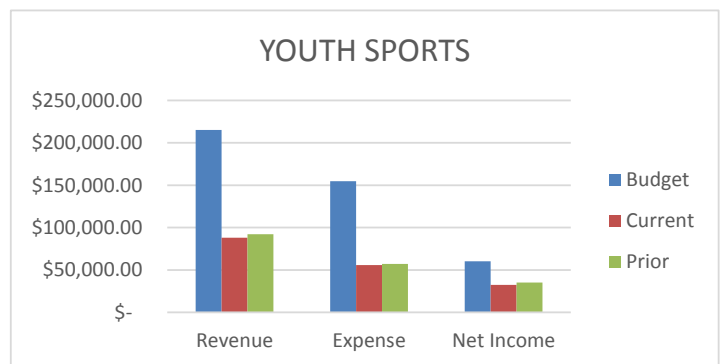
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 350,600.00	\$ 142,427.24	\$ 142,804.10
EXPENSES	\$ 209,400.00	\$ 76,341.86	\$ 74,627.98



## YOUTH SPORTS

We are at 41% of Budgeted Revenues and 36% of Budgeted Expenses. Our Net Income is \$2,919.08 less than this time last year.

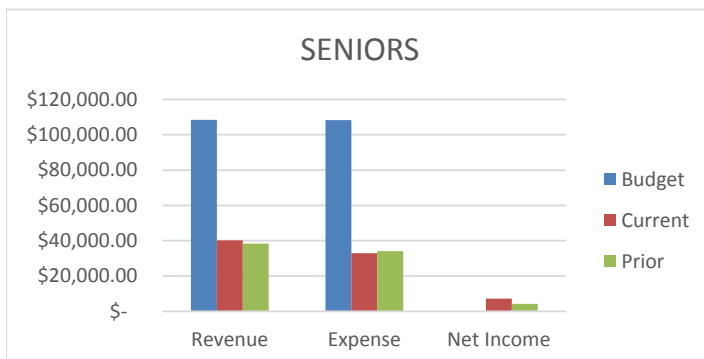
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 215,100.00	\$ 88,073.72	\$ 92,303.34
EXPENSES	\$ 154,700.00	\$ 55,680.05	\$ 56,990.59



## SENIORS

We are at 37% of Budgeted Revenues and 30% of Budgeted Expenses. Our Net Income is \$2,880.99 over this time last year.

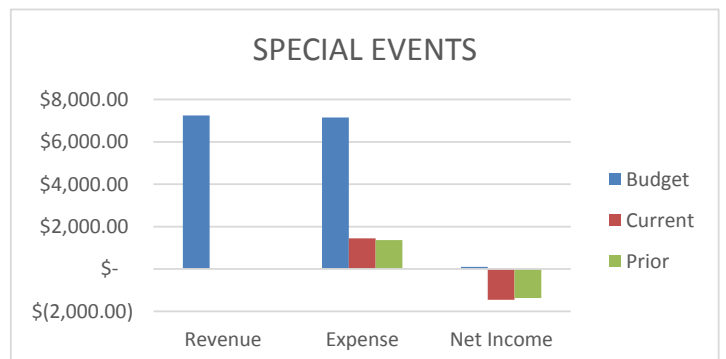
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 108,520.00	\$ 40,110.54	\$ 38,322.95
EXPENSES	\$ 108,330.00	\$ 32,940.64	\$ 34,034.04



## SPECIAL EVENTS

We are at 0% of Budgeted Revenues and 20% of Budgeted Expenses. Our Net Income is down \$82.20 from this time last year. With Special Events, we often incur expenses prior to receiving revenue (through either entrance fees or sponsorships).

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 7,250.00	\$ -	\$ -
EXPENSES	\$ 7,150.00	\$ 1,451.34	\$ 1,369.14

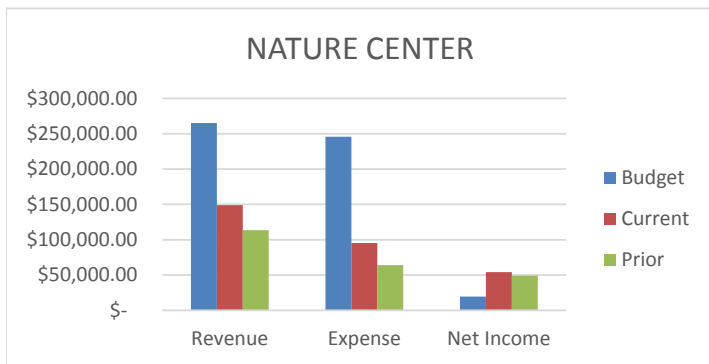


**CHICO AREA RECREATION AND PARK DISTRICT**  
**BOARD PROGRAM SUMMARY 2017-2018**  
**OCTOBER 2017**  
**33% of the Year**

## NATURE CENTER

We are at 56% of Budgeted Revenues and 39% of Budgeted Expenses. Our Net Income is \$4,633.33 over this time last year.

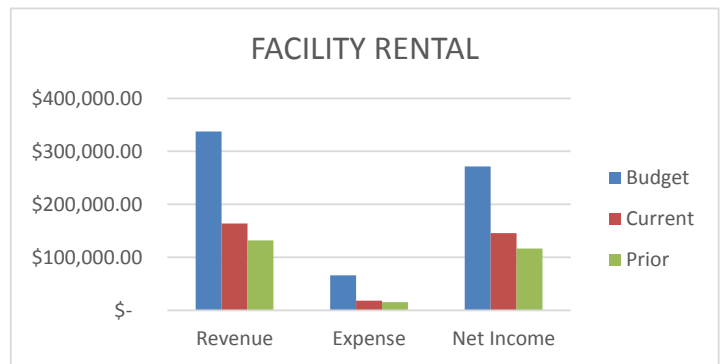
	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 265,080.00	\$ 149,048.60	\$ 113,338.63
<b>EXPENSES</b>	\$ 245,726.00	\$ 95,144.48	\$ 64,067.84



## FACILITY RENTAL

We are at 49% of Budgeted Revenues and 27% of Budgeted Expenses. Our Net Income is \$29,496.70 over this time last year. Great News!

	BUDGET	CURRENT YTD	PRIOR YTD
<b>REVENUE</b>	\$ 337,591.00	\$ 164,042.75	\$ 131,824.12
<b>EXPENSES</b>	\$ 66,000.00	\$ 18,106.99	\$ 15,385.06



\* Net Revenue may be affected by changes in our registration software

**CHICO AREA RECREATION AND PARK DISTRICT  
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OCTOBER 2017**

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NOTE: This completes 4 months of the fiscal year and represents 33% of the year.

CHICO AREA RECREATION AND PARK DISTRICT  
BALANCE SHEET  
OCTOBER 2017

	OCTOBER 2017	OCTOBER 2016
<b>ASSETS</b>		
<b>CASH</b>		
CASH ON DEPOSIT WITH COUNTY (GENERAL FUND)	3,399,221.36	3,393,171.38
CASH ON DEPOSIT WITH COUNTY (COMMUNITY BAND)	1,641.01	2,419.95
CASH ON DEPOSIT WITH COUNTY (PARK FUND)	64,438.88	60,537.19
CASH ON DEPOSIT WITH COUNTY (OAK WAY)	22,362.04	23,618.58
CASH ON DEPOSIT WITH COUNTY (PETERSON PARK)	31,350.12	36,730.18
CASH ON DEPOSIT WITH COUNTY (BARONI PARK)	68,834.74	57,914.07
CASH ON DEPOSIT WITH COUNTY (ROTARY)	16,532.83	16,469.63
CASH ON DEPOSIT WITH ROTARY FOUNDATION	500.96	500.96
CASH - GOLDEN VALLEY BANK	258,270.54	240,330.15
PETTY CASH	500.00	500.00
BANK SUSPENSE	107,591.76	8,061.00
<b>SUBTOTAL</b>	<b>3,971,244.24</b>	<b>3,840,253.09</b>
FMV ADJUSTMENT (GENERAL FUND)	-	-
FMV ADJUSTMENT (PARK FUND)	-	-
FMV ADJUSTMENT (OAK WAY)	-	-
FMV ADJUSTMENT (PETERSON PARK)	-	-
FMV ADJUSTMENT (BARONI PARK)	-	-
FMV ADJUSTMENT (ROTARY FUND)	-	-
<b>SUBTOTAL</b>	<b>-</b>	<b>-</b>
<b>RECEIVABLES</b>		
ACCOUNTS RECEIVABLE	(23,749.62)	202,545.53
A/R - ONLINE PAYMENT CLEARING	-	-
A/R - IN HOUSE CREDIT CARDS	21,525.00	(1,105.00)
INTEREST RECEIVABLE (GENERAL FUND)	15,334.61	-
INTEREST RECEIVABLE (PARK FUND)	7,006.08	-
INTEREST RECEIVABLE (OAK WAY)	73.49	-
INTEREST RECEIVABLE (PETERSON PARK)	103.74	-
INTEREST RECEIVABLE (BARONI PARK)	226.95	-
<b>RECEIVABLES</b>	<b>20,520.25</b>	<b>201,440.53</b>
<b>DUE FROM OTHER FUNDS</b>		
DUE TO GENERAL FUND FROM OTHER FUNDS	89,550.41	89,550.41
DUE TO GENERAL FUND FROM PARK FUND	-	-
DUE TO GENERAL FUND FROM OAK WAY FUND	-	-
DUE TO GENERAL FUND FROM PETERSON PARK FUND	-	-
DUE TO GENERAL FUND FROM BARONI PARK FUND	-	-
<b>DUE FROM OTHER FUNDS</b>	<b>89,550.41</b>	<b>89,550.41</b>
<b>TOTAL CURRENT ASSETS</b>	<b>4,081,314.90</b>	<b>4,131,244.03</b>
<b>PREPAID PENSION CONTRIBUTION</b>	<b>244,817.85</b>	<b>275,420.08</b>
<b>FIXED ASSETS</b>		
LAND	11,634,790.52	11,634,790.52
LAND IMPROVEMENTS	24,769,004.40	24,260,700.41
LEASEHOLD IMPROVEMENTS	1,098,162.52	1,098,162.52

**CHICO AREA RECREATION AND PARK DISTRICT  
BALANCE SHEET  
OCTOBER 2017**

	<b>OCTOBER 2017</b>	<b>OCTOBER 2016</b>
EQUIPMENT	848,968.25	848,968.25
EQUIPMENT - COMPUTERS	276,499.35	270,450.99
EQUIPMENT - AUTOS	371,592.10	349,973.72
CONSTRUCTION IN PROGRESS	54,646.86	15,753.16
<b>SUBTOTAL</b>	<b>39,053,664.00</b>	<b>38,478,799.57</b>
ACCUMULATED DEPRECIATION	(12,290,441.83)	(11,415,180.23)
<b>SUBTOTAL</b>	<b>26,763,222.17</b>	<b>27,063,619.34</b>
<b>TOTAL ASSETS</b>	<b>31,089,354.92</b>	<b>31,470,283.45</b>
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68</b>	<b>789,365.00</b>	<b>385,292.00</b>

CHICO AREA RECREATION AND PARK DISTRICT  
BALANCE SHEET  
OCTOBER 2017

	OCTOBER 2017	OCTOBER 2016
<b>LIABILITIES</b>		
ACCOUNTS PAYABLE	61,870.76	78,972.03
ACCRUED EXPENSES		
ACCRUED PAYROLL	5,248.64	-
PAYROLL FEDERAL TAXES	-	-
PAYROLL STATE TAXES	-	-
PAYROLL EMPLOYEE MEDI & FICA	-	-
PAYROLL EMPLOYER MEDI & FICA LIAB	(1,429.65)	-
PAYROLL SDI	1,403.61	-
LONG TERM CARE PAY DEDUCTIONS	-	-
PAYROLL GARNISHMENTS	(52.58)	-
UNION DUES - SUPERVISORS	-	-
UNION DUES - PARKS	-	-
CALPERS 2% AT 62	-	-
457 EMPLOYEE CONTRIBUTIONS	1,676.00	-
EMPLOYEE MEDICAL WITHHOLDINGS	(1,530.84)	4,236.48
VOUCHERS PAYABLE ACCRUAL	-	-
ACCRUED INTEREST EXPENSE (GENERAL FUND)	4,082.24	4,807.47
ACCRUED INTEREST EXPENSE (PARK FUND)	-	5,917.53
ACCRUED EXPENSES	9,397.42	14,961.48
DUE TO OTHER FUNDS		
DUE TO GENERAL FUND FROM PARK FUND	-	-
DUE TO GENERAL FUND FROM OAK WAY FUND	32,431.32	32,431.32
DUE TO GENERAL FUND FROM PETERSON PARK FUND	32,125.12	32,125.12
DUE TO GENERAL FUND FROM BARONI PARK FUND	24,993.97	24,993.97
<b>SUBTOTAL</b>	<b>89,550.41</b>	<b>89,550.41</b>
OTHER LIABILITIES		
BANK CHARGE CLEARING ACCOUNT	4,783.62	(218.55)
DEFERRED REVENUE	177,063.90	254,648.78
OTHER LIAB - CLASS CLEARING ACCT	35.70	-
UNEARNED REVENUE	83,055.39	2,837.25
SECURITY DEPOSITS	15,100.00	34,400.00
<b>SUBTOTAL</b>	<b>280,038.61</b>	<b>291,667.48</b>
<b>TOTAL CURRENT LIABILITIES</b>	<b>440,857.20</b>	<b>475,151.40</b>
LONG-TERM DEBT		
NOTE PAYBLE - DEGARMO	-	-
NOTE PAYABLE - SOLAR	28,800.96	56,361.20
NOTE PAYABLE - LAKESIDE PAVILLION	520.42	542,720.22
NET PENSION LIABILITY	2,378,682.00	1,758,201.00
LIABILITY FOR COMPENSATED ABSENCES	148,022.39	114,705.84
<b>SUBTOTAL</b>	<b>2,556,025.77</b>	<b>2,471,988.26</b>
<b>TOTAL LIABILITIES</b>	<b>2,996,882.97</b>	<b>2,947,139.66</b>



CHICO AREA RECREATION AND PARK DISTRICT  
BALANCE SHEET  
OCTOBER 2017

	OCTOBER 2017	OCTOBER 2016
TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68	121,178.00	347,282.00

CHICO AREA RECREATION AND PARK DISTRICT  
BALANCE SHEET  
OCTOBER 2017

	OCTOBER 2017	OCTOBER 2016
<b>FUND BALANCE</b>		
<b>SPENDABLE - COMMITTED</b>		
SPENDABLE - COMMITTED - PETTY CASH	1,500.00	1,500.00
SPENDABLE - COMMITTED - GENERAL RESERVE	1,200,000.00	1,200,000.00
<b>SUBTOTAL</b>	<b>1,201,500.00</b>	<b>1,201,500.00</b>
<b>SPENDABLE - ASSIGNED</b>		
SPENDABLE - ASSIGNED - CAPITAL OUTLAY	50,000.00	50,000.00
SPENDABLE - ASSIGNED - LONG TERM DEBT	-	701,910.00
SPENDABLE - ASSIGNED - ELECTION COSTS	45,000.00	45,000.00
SPENDABLE - ASSIGNED - PENSION LIABILITY	1,700,000.00	-
SPENDABLE - ASSIGNED - FUNDED DEPRECIATION	340,500.00	685,500.00
<b>SUBTOTAL</b>	<b>2,135,500.00</b>	<b>1,482,410.00</b>
<b>SPENDABLE - UNASSIGNED</b>	<b>(111,353.53)</b>	<b>325,722.95</b>
<b>NON-SPENDABLE</b>	<b>26,220,444.05</b>	<b>26,361,709.42</b>
<b>TOTAL FUND BALANCE - GENERAL FUND</b>	<b>29,446,090.52</b>	<b>29,371,342.37</b>
<b>FUND BALANCE - PARK FUND</b>	<b>(29,445.27)</b>	<b>45,301.69</b>
<b>FUND BALANCE - OAK WAY</b>	<b>6,335.25</b>	<b>6,335.25</b>
<b>FUND BALANCE - PETERSON PARK</b>	<b>13,302.06</b>	<b>13,302.06</b>
<b>FUND BALANCE - BARONI PARK</b>	<b>48,191.49</b>	<b>48,191.49</b>
<b>NET INCOME (LOSS)</b>		
GENERAL FUND	(987,161.80)	(868,327.44)
PARK FUND	40,563.09	13,718.27
OAK WAY	(22,074.87)	(22,473.13)
PETERSON PARK	(21,888.12)	(23,481.42)
BARONI PARK	(21,806.02)	(22,755.35)
<b>TOTAL NET INCOME (LOSS)</b>	<b>(1,012,367.72)</b>	<b>(923,319.07)</b>
<b>TOTAL FUND BALANCE</b>	<b>28,472,106.33</b>	<b>28,561,153.79</b>

FOOTNOTES:

CHICO AREA RECREATION AND PARK DISTRICT  
EXECUTIVE SUMMARY - GENERAL FUND - FUND 2490  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>REVENUE</b>							
FEE BASED PROGRAM INCOME	3,154,576	1,149,032.64	36.4%	3,551,572	1,174,629.27	33.1%	(25,596.63)
OTHER INCOME	463,920	180,955.28	39.0%	461,201	177,835.58	38.6%	3,119.70
RDA PASSTHROUGH	1,064,000	3,887.66	0.4%	1,035,000	4,372.46	0.4%	(484.80)
INVESTMENT INCOME	40,000	15,334.61	38.3%	24,000	11,030.15	46.0%	4,304.46
TAX INCOME / COUNTY	2,896,000	194,040.44	6.7%	2,806,000	196,983.30	7.0%	(2,942.86)
<b>TOTAL REVENUE</b>	<b>7,618,496</b>	<b>1,543,250.63</b>	<b>20.3%</b>	<b>7,877,773</b>	<b>1,564,850.76</b>	<b>19.9%</b>	<b>(21,600.13)</b>
<b>OPERATING EXPENDITURES</b>							
SALARIES AND BENEFITS	5,389,670	1,817,929.42	33.7%	5,388,906	1,713,536.34	31.8%	104,393.08
SERVICES AND SUPPLIES	1,823,944	684,137.90	37.5%	1,885,789	625,329.39	33.2%	58,808.51
CONTRIB. TO OTHER AGENCIES	15,000	8,728.22	58.2%	15,000	10,875.07	72.5%	(2,146.85)
CONTINGENCIES	25,000	-	0.0%	25,000	-	0.0%	-
NOTES PAYABLE / LEASE PYMTS	96,914	10,401.02	10.7%	107,577	12,489.45	11.6%	(2,088.43)
<b>TOTAL OPERATING EXPENDITURES</b>	<b>7,350,528</b>	<b>2,521,196.56</b>	<b>34.3%</b>	<b>7,422,272</b>	<b>2,362,230.25</b>	<b>31.8%</b>	<b>158,966.31</b>
<b>NET REVENUE BEFORE SPEC. EXP.</b>	<b>267,968</b>	<b>(977,945.93)</b>	<b>-364.9%</b>	<b>455,501</b>	<b>(797,379.49)</b>	<b>-175.1%</b>	<b>(180,566.44)</b>
<b>SPECIALLY ALLOCATED ITEMS</b>							
CAPITAL / REPAIR PROJECTS	975,500	21,433.97	2.2%	467,000	39,622.31	8.5%	(18,188.34)
CAPITAL PROJECT REIMBURSEMENT	-	-	0.0%	-	-	0.0%	-
<b>NET CAPITAL PROJECTS</b>	<b>975,500</b>	<b>21,433.97</b>	<b>2.2%</b>	<b>467,000</b>	<b>39,622.31</b>	<b>8.5%</b>	<b>(18,188.34)</b>
DEPRECIATION	-	-	0.0%	-	-	0.0%	-
FAIR MARKET VALUE ADJUSTMENT	-	(12,218.10)	0.0%	-	31,325.64	0.0%	(43,543.74)
<b>TOTAL SPECIALLY ALLOCATED</b>	<b>975,500</b>	<b>9,215.87</b>	<b>0.9%</b>	<b>467,000</b>	<b>70,947.95</b>	<b>15.2%</b>	<b>(43,543.74)</b>
<b>TOTAL REVENUE OVER (UNDER) EXPENDITURES</b>	<b>(707,532)</b>	<b>(987,161.80)</b>		<b>(11,499)</b>	<b>(868,327.44)</b>		<b>(118,834.36)</b>

CHICO AREA RECREATION AND PARK DISTRICT  
REVENUE SUMMARY - GENERAL FUND - FUND 2490  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>FEE BASED PROGRAM INCOME</b>							
AFTER SCHOOL & CAMP PROGRAMS							
AFTERSCHOOL	1,591,186	402,565.09	25.3%	1,750,430	452,225.13	25.8%	(49,660.04)
CAMPS	298,240	169,403.34	56.8%	325,000	153,623.60	47.3%	15,779.74
<b>SUBTOTAL</b>	<b>1,889,426</b>	<b>571,968.43</b>	<b>30.3%</b>	<b>2,075,430</b>	<b>605,848.73</b>	<b>29.2%</b>	<b>(33,880.30)</b>
<b>AQUATICS</b>	<b>155,950</b>	<b>116,763.97</b>	<b>74.9%</b>	<b>126,110</b>	<b>91,038.50</b>	<b>72.2%</b>	<b>25,725.47</b>
CLASSES							
GENERAL CLASSES	70,000	25,561.05	36.5%	55,000	24,303.12	44.2%	1,257.93
ADULT CLASSES	1,650	147.90	9.0%	1,400	334.36	23.9%	(186.46)
SENIOR ADULT CLASSES	43,000	15,603.52	36.3%	40,000	14,446.86	36.1%	1,156.66
YOUTH CLASSES	107,500	25,973.52	24.2%	174,000	78,891.97	45.3%	(52,918.45)
<b>SUBTOTAL</b>	<b>222,150</b>	<b>67,285.99</b>	<b>30.3%</b>	<b>270,400</b>	<b>117,976.31</b>	<b>43.6%</b>	<b>(50,690.32)</b>
ADULT SPORTS							
VOLLEYBALL & DODGEBALL	49,500	20,632.82	41.7%	46,000	21,107.91	45.9%	(475.09)
BASKETBALL	34,000	8,178.02	24.1%	35,500	8,885.15	25.0%	(707.13)
SOFTBALL	215,300	87,280.13	40.5%	217,400	93,133.09	42.8%	(5,852.96)
SOFTBALL TOURNEYS	6,800	-	0.0%	6,800	-	0.0%	-
SOCCER	45,000	26,336.27	58.5%	42,500	19,677.95	46.3%	6,658.32
<b>SUBTOTAL</b>	<b>350,600</b>	<b>142,427.24</b>	<b>40.6%</b>	<b>348,200</b>	<b>142,804.10</b>	<b>41.0%</b>	<b>(376.86)</b>
NATURE CENTER							
PROGRAM FEE INCOME	248,580	147,186.50	59.2%	219,845	106,187.50	48.3%	40,999.00
GRANT FUNDING	-	-	0.0%	214,445	-	0.0%	-
<b>SUBTOTAL</b>	<b>248,580</b>	<b>147,186.50</b>	<b>59.2%</b>	<b>434,290</b>	<b>106,187.50</b>	<b>24.5%</b>	<b>40,999.00</b>
OTHER PROGRAMS							
SCHOLARSHIPS	(17,000)	(12,546.94)	73.8%	(17,000)	(5,575.30)	32.8%	(6,971.64)
CO-SPONSORED & MISCELLANEOUS	17,000	3,366.71	19.8%	17,000	170.00	1.0%	3,196.71
SPECIAL EVENTS	7,250	-	0.0%	9,150	-	0.0%	-
SENIOR ADULT PROGRAMS	65,520	24,507.02	37.4%	73,092	23,876.09	32.7%	630.93
YOUTH SPORTS	215,100	88,073.72	40.9%	214,900	92,303.34	43.0%	(4,229.62)
<b>SUBTOTAL</b>	<b>287,870</b>	<b>103,400.51</b>	<b>35.9%</b>	<b>297,142</b>	<b>110,774.13</b>	<b>37.3%</b>	<b>(7,373.62)</b>
<b>TOTAL FEE BASED PROGRAMS</b>	<b>3,154,576</b>	<b>1,149,032.64</b>	<b>36.4%</b>	<b>3,551,572</b>	<b>1,174,629.27</b>	<b>33.1%</b>	<b>(25,596.63)</b>
OTHER INCOME							
FACILITY RENTAL INCOME	340,091	164,182.75	48.3%	321,591	133,370.12	41.5%	30,812.63
REBATES & REIMBURSED COSTS	35,000	7,475.46	21.4%	35,000	4,578.24	13.1%	2,897.22
REIMBURSEMENTS - CITY PARKS	63,829	-	0.0%	76,610	24,402.68	31.9%	(24,402.68)
MISCELLANEOUS	10,000	7,145.97	71.5%	10,000	7,013.75	70.1%	132.22
ENDOWMENTS	-	-	0.0%	5,000	-	0.0%	-
DONATIONS	15,000	2,151.10	14.3%	13,000	8,470.79	65.2%	(6,319.69)
<b>TOTAL OTHER INCOME</b>	<b>463,920</b>	<b>180,955.28</b>	<b>39.0%</b>	<b>461,201</b>	<b>177,835.58</b>	<b>38.6%</b>	<b>3,119.70</b>
REVENUE FROM OTHER AGENCIES							
RDA PASSTHROUGH	1,064,000	3,887.66	0.4%	1,035,000	4,372.46	0.4%	(484.80)
INVESTMENT INCOME	40,000	15,334.61	38.3%	24,000	11,030.15	46.0%	4,304.46
TAX INCOME / COUNTY	2,896,000	194,040.44	6.7%	2,806,000	196,983.30	7.0%	(2,942.86)
<b>TOTAL REVENUE FROM OTHER AGENCIES</b>	<b>4,000,000</b>	<b>213,262.71</b>	<b>5.3%</b>	<b>3,865,000</b>	<b>212,385.91</b>	<b>5.5%</b>	<b>876.80</b>
<b>TOTAL REVENUE</b>	<b>7,618,496</b>	<b>1,543,250.63</b>	<b>20.3%</b>	<b>7,877,773</b>	<b>1,564,850.76</b>	<b>19.9%</b>	<b>(21,600.13)</b>

CHICO AREA RECREATION AND PARK DISTRICT  
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>SALARIES</b>							
FULL-TIME SALARIES	2,036,000	606,409.64	29.8%	1,928,000	570,931.42	29.6%	35,478.22
PART-TIME SALARIES	2,027,870	683,632.51	33.7%	2,118,200	620,847.39	29.3%	27,130.22
ACCUMULATED LEAVE	13,800	-	0.0%	15,350	-	0.0%	-
INSTRUCTORS	129,000	33,425.24	25.9%	137,631	51,252.69	37.2%	17,827.45
<b>SUBTOTAL</b>	<b>4,206,670</b>	<b>1,323,467.39</b>	<b>31.5%</b>	<b>4,199,180</b>	<b>1,243,031.50</b>	<b>29.6%</b>	<b>80,435.89</b>
<b>BENEFITS</b>							
FICA	322,500	99,095.44	30.7%	316,000	93,295.73	29.5%	5,799.71
RETIREMENT	375,000	109,635.62	29.2%	416,000	127,811.18	30.7%	(18,175.56)
RETIREMENT - GASB 68	-	-	0.0%	-	-	0.0%	-
HEALTH INSURANCE	370,000	109,806.69	29.7%	367,000	111,402.27	30.4%	(1,595.58)
COBRA	-	-	0.0%	-	-	0.0%	-
UNEMPLOYMENT INSURANCE	37,500	2,115.86	5.6%	42,500	15,555.00	36.6%	(13,439.14)
WORKERS COMP INSURANCE	218,000	221,066.42	101.4%	190,000	169,698.66	89.3%	51,367.76
ALLOCATION TO OTHER FUNDS	(140,000)	(47,258.00)	33.8%	(141,774)	(47,258.00)	33.3%	-
<b>SUBTOTAL</b>	<b>1,183,000</b>	<b>494,462.03</b>	<b>41.8%</b>	<b>1,189,726</b>	<b>470,504.84</b>	<b>39.5%</b>	<b>23,957.19</b>
<b>TOTAL SALARIES AND BENEFITS</b>	<b>5,389,670</b>	<b>1,817,929.42</b>	<b>33.7%</b>	<b>5,388,906</b>	<b>1,713,536.34</b>	<b>31.8%</b>	<b>104,393.08</b>

CHICO AREA RECREATION AND PARK DISTRICT  
 SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490  
 OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>SERVICES AND SUPPLIES</b>							
ADVERTISING	12,500	1,327.99	10.6%	14,350	3,161.12	22.0%	(1,833.13)
AGRICULTURE	32,854	8,655.39	26.3%	34,200	8,564.26	25.0%	91.13
CLOTHING	22,000	10,970.09	49.9%	22,130	10,841.85	49.0%	128.24
COMMUNICATIONS	50,609	11,389.80	22.5%	51,709	14,916.47	28.8%	(3,526.67)
HOUSEHOLD SUPPLIES	38,300	13,592.47	35.5%	35,000	14,069.58	40.2%	(477.11)
INSURANCE	75,000	70,372.32	93.8%	66,000	63,279.29	95.9%	7,093.03
EQUIPMENT REPAIRS	18,000	3,717.96	20.7%	17,500	10,427.16	59.6%	(6,709.20)
HOUSEHOLD EQUIPMENT	-	-	0.0%	-	46.73	0.0%	(46.73)
FIELD EQUIPMENT	1,750	1,025.81	58.6%	1,750	-	0.0%	1,025.81
PROGRAM EQUIPMENT	750	179.00	23.9%	750	54.04	7.2%	124.96
VEHICLE MAINTENANCE	12,500	3,014.06	24.1%	12,500	4,055.15	32.4%	(1,041.09)
POOL SUPPLIES	12,000	6,033.74	50.3%	12,000	6,842.07	57.0%	(808.33)
POOL EQUIPMENT	4,000	102.07	2.6%	4,000	679.20	17.0%	(577.13)
STRUCTURE & GROUNDS	74,350	38,773.82	52.2%	77,400	30,897.78	39.9%	7,876.04
SHOP SUPPLIES	5,000	1,239.53	24.8%	5,000	2,161.93	43.2%	(922.40)
VANDALISM	5,550	1,789.47	32.2%	5,800	904.95	15.6%	884.52
MEDICAL FIRST AID	2,400	975.92	40.7%	2,800	873.26	31.2%	102.66
MEMBERSHIP/PERIODICALS	16,400	3,564.25	21.7%	16,400	2,987.59	18.2%	576.66
OFFICE SUPPLIES	26,575	9,025.03	34.0%	24,800	9,729.18	39.2%	(704.15)
CONTRACT SERVICES	745,985	233,653.58	31.3%	821,375	203,161.20	24.7%	30,492.38
PUBS/LEGAL NOTICES	21,000	5,998.56	28.6%	21,000	11,292.94	53.8%	(5,294.38)
RENT/LEASE EQUIPMENT	2,750	1,647.85	59.9%	2,500	1,516.13	60.6%	131.72
RENT/LEASE STRUCTURES	3,200	800.00	25.0%	2,400	626.95	26.1%	173.05
SMALL TOOLS	2,850	995.48	34.9%	2,825	950.07	33.6%	45.41
EDUCATION & TRAINING	5,000	150.00	3.0%	5,000	-	0.0%	150.00
DISTRICT OFFICE SPECIAL EXP	9,000	1,308.71	14.5%	9,000	1,794.02	19.9%	-
PROGRAM SUPPLIES	204,046	59,633.17	29.2%	211,775	60,029.82	28.3%	(396.65)
DISTRICT OFFICE MEETING EXP	6,500	131.08	2.0%	6,500	285.68	4.4%	(154.60)
MILEAGE	31,500	12,832.68	40.7%	38,500	7,493.27	19.5%	5,339.41
PROGRAM TRANSPORTATION	3,100	1,255.70	40.5%	3,200	-	0.0%	1,255.70
DIST OFFICE BOARD MTG EXP	10,000	2,556.07	25.6%	10,000	2,977.23	29.8%	(421.16)
USE TAX	1,200	-	0.0%	1,200	-	0.0%	-
CONFERENCES	23,100	6,842.14	29.6%	25,000	5,013.46	20.1%	1,828.68
<b>SUBTOTAL</b>	<b>1,479,769</b>	<b>513,553.74</b>	<b>34.7%</b>	<b>1,564,364</b>	<b>479,632.38</b>	<b>30.7%</b>	<b>34,406.67</b>
<b>UTILITIES</b>							
WATER	68,675	38,565.30	56.2%	67,675	37,824.16	55.9%	741.14
ELECTRICITY	223,350	124,020.27	55.5%	209,500	99,883.57	47.7%	24,136.70
GAS	44,550	6,171.79	13.9%	35,950	6,053.23	16.8%	118.56
SEWER	7,600	1,826.80	24.0%	8,300	1,936.05	23.3%	(109.25)
<b>SUBTOTAL</b>	<b>344,175</b>	<b>170,584.16</b>	<b>49.6%</b>	<b>321,425</b>	<b>145,697.01</b>	<b>45.3%</b>	<b>24,887.15</b>
<b>TOTAL SERVICE &amp; SUPPLY</b>	<b>1,823,944</b>	<b>684,137.90</b>	<b>37.5%</b>	<b>1,885,789</b>	<b>625,329.39</b>	<b>33.2%</b>	<b>59,293.82</b>

**CHICO AREA RECREATION AND PARK DISTRICT  
SUMMARY OF REVENUES AND EXPENDITURES - NATURE CENTER  
OCTOBER 2017**

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>INCOME</b>							
GENERAL PROGRAM INCOME	7,000	-	0.0%	-	-	0.0%	-
GENERAL ADMISSION	2,500	1,390.00	55.6%	5,400	1,224.00	22.7%	166.00
HOME SCHOOL	10,830	3,975.00	36.7%	45,000	1,875.00	4.2%	2,100.00
FIELD TRIPS	21,000	4,678.00	22.3%	14,000	1,676.00	12.0%	3,002.00
CAMPS	158,650	111,525.40	70.3%	123,125	79,757.22	64.8%	31,768.18
PRESCHOOL	17,100	8,866.65	51.9%	4,320	1,746.38	40.4%	7,120.27
TEACHER WORKSHOPS	2,500	-	0.0%	4,500	680.00	15.1%	(680.00)
SPECIAL EVENTS	21,000	14,788.00	70.4%	13,500	18,739.52	138.8%	(3,951.52)
MEMBERSHIPS	2,000	463.45	23.2%	6,000	614.38	10.2%	(150.93)
FACILITY RENTALS	2,500	140.00	5.6%	7,000	1,546.00	22.1%	(1,406.00)
PARTY RENTALS	6,000	1,500.00	25.0%	4,000	(125.00)	-3.1%	1,625.00
GRANTS	-	-	0.0%	-	-	0.0%	-
ENDOWMENT	-	-	0.0%	5,000	-	0.0%	-
FUNDRAISING (DONATIONS)	14,000	1,722.10	12.3%	12,000	5,605.13	46.7%	(3,883.03)
<b>TOTAL INCOME</b>	<b>265,080</b>	<b>149,048.60</b>	<b>56.2%</b>	<b>243,845</b>	<b>113,338.63</b>	<b>46.5%</b>	<b>35,709.97</b>
<b>OPERATING EXPENDITURES</b>							
<b>SALARIES AND BENEFITS</b>	<b>214,376</b>	<b>78,334.83</b>	<b>36.5%</b>	<b>190,626</b>	<b>52,187.68</b>	<b>27.4%</b>	<b>26,147.15</b>
<b>SERVICES AND SUPPLIES</b>							
ADVERTISING	500	-	0.0%	1,600	443.06	27.7%	(443.06)
COMMUNICATIONS	1,800	876.60	48.7%	1,800	744.87	41.4%	131.73
HOUSEHOLD SUPPLIES	2,500	945.57	37.8%	3,000	871.14	29.0%	74.43
INSURANCE	1,200	-	0.0%	1,000	-	0.0%	-
STRUCTURES & GROUNDS	4,500	959.61	21.3%	5,000	1,380.97	27.6%	(421.36)
OFFICE SUPPLIES	3,275	1,685.83	51.5%	1,500	374.82	25.0%	1,311.01
CLOTHING	3,700	-	0.0%	-	-	0.0%	-
CONTRACT SERVICES	1,500	816.83	54.5%	1,000	1,901.46	190.1%	(1,084.63)
RENT/LEASE STRUCTURES	3,200	800.00	25.0%	2,400	626.95	26.1%	173.05
PROGRAM SUPPLIES	19,575	12,586.16	64.3%	18,215	9,075.82	49.8%	3,510.34
MILEAGE	500	59.87	12.0%	500	-	0.0%	59.87
CONFERENCES	600	105.00	17.5%	1,500	85.00	5.7%	20.00
ELECTRIC	7,500	2,860.72	38.1%	8,400	2,250.81	26.8%	609.91
GAS	1,900	139.19	7.3%	1,800	42.33	2.4%	96.86
<b>SUBTOTAL</b>	<b>52,250</b>	<b>21,835.38</b>	<b>41.8%</b>	<b>47,715</b>	<b>17,797.23</b>	<b>37.3%</b>	<b>4,038.15</b>
<b>EQUIPMENT/SOFTWARE</b>	<b>500</b>	<b>11</b>	<b>2.3%</b>	<b>500</b>	<b>-</b>	<b>0.0%</b>	<b>11.48</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>267,126</b>	<b>100,181.69</b>	<b>37.5%</b>	<b>238,841</b>	<b>69,984.91</b>	<b>29.3%</b>	<b>30,196.78</b>
<b>TOTAL INCOME OVER (UNDER) EXPENDITURES</b>	<b>(2,046)</b>	<b>48,866.91</b>		<b>5,004</b>	<b>43,353.72</b>		<b>5,513.19</b>

CHICO AREA RECREATION AND PARK DISTRICT  
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PARK FUND - FUND 2480  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>INCOME</b>							
PARK IMPACT FEES	59,375	40,375.00	68.0%	59,375	21,375.00	36.0%	19,000.00
INTEREST INCOME	325	133.14	41.0%	325	138.55	42.6%	(5.41)
FAIR MARKET VALUE ADJUSTMENT	-	54.95	0.0%	-	(320.58)	0.0%	375.53
<b>TOTAL INCOME</b>	<b>59,700</b>	<b>40,563.09</b>	<b>67.9%</b>	<b>59,700</b>	<b>21,192.97</b>	<b>35.5%</b>	<b>19,370.12</b>
<b>NOTES PAYABLE / LEASE PYMTS</b>	<b>82,222</b>	<b>-</b>	<b>0.0%</b>	<b>80,935</b>	<b>7,474.70</b>	<b>9.2%</b>	<b>(7,474.70)</b>
<b>TOTAL INCOME OVER (UNDER) EXPENDITURES</b>	<b>(22,522)</b>	<b>40,563.09</b>		<b>(21,235)</b>	<b>13,718.27</b>		<b>26,844.82</b>



CHICO AREA RECREATION AND PARK DISTRICT  
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - OAK WAY - FUND 2495  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>INCOME</b>							
ASSESSMENTS	60,966	-	0.0%	59,137	-	0.0%	-
INTEREST	-	73.49	0.0%	175	63.26	36.1%	10.23
FAIR MARKET VALUE ADJUSTMENT	-	51.15	0.0%	-	(147.57)	0.0%	198.72
<b>TOTAL INCOME</b>	<b>60,966</b>	<b>124.64</b>	<b>0.2%</b>	<b>59,312</b>	<b>(84.31)</b>	<b>-0.1%</b>	<b>208.95</b>
<b>OPERATING EXPENDITURES</b>							
<b>SALARIES AND BENEFITS</b>	<b>46,656</b>	<b>15,063.68</b>	<b>32.3%</b>	<b>45,191</b>	<b>15,063.68</b>	<b>33.3%</b>	<b>-</b>
<b>SERVICES AND SUPPLIES</b>							
AGRICULTURE	1,842	335.27	18.2%	1,450	1,006.85	69.4%	(671.58)
HOUSEHOLD SUPPLIES	1,200	1,633.49	136.1%	670	362.46	54.1%	1,271.03
STRUCTURES & GROUNDS	4,556	1,897.27	41.6%	4,556	2,191.09	48.1%	(293.82)
VANDALISM	100	-	0.0%	100	-	0.0%	-
EQUIPMENT RENTS	350	-	0.0%	75	150.00	200.0%	(150.00)
CONTRACT SERVICES	4,680	2,828.09	60.4%	4,679	2,990.38	63.9%	(162.29)
WATER	1,500	441.71	29.4%	1,500	624.36	41.6%	(182.65)
ELECTRIC	3,300	-	0.0%	3,300	-	0.0%	-
<b>SUBTOTAL</b>	<b>17,528</b>	<b>7,135.83</b>	<b>40.7%</b>	<b>16,330</b>	<b>7,325.14</b>	<b>44.9%</b>	<b>(189.31)</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>64,184</b>	<b>22,199.51</b>	<b>34.6%</b>	<b>61,521</b>	<b>22,388.82</b>	<b>36.4%</b>	<b>(189.31)</b>
<b>TOTAL INCOME OVER (UNDER) EXPENDITURES</b>	<b>(3,218)</b>	<b>(22,074.87)</b>		<b>(2,209)</b>	<b>(22,473.13)</b>		<b>398.26</b>

CHICO AREA RECREATION AND PARK DISTRICT  
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PETERSON PARK - FUND 2497  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>INCOME</b>							
ASSESSMENTS	42,560	-	0.0%	42,560	-	0.0%	-
INTEREST	275	103.74	37.7%	275	98.37	35.8%	5.37
FAIR MARKET VALUE ADJUSTMENT	-	72.25	0.0%	-	(230.05)	0.0%	302.30
<b>TOTAL INCOME</b>	<b>42,835</b>	<b>175.99</b>	<b>0.4%</b>	<b>42,835</b>	<b>(131.68)</b>	<b>-0.3%</b>	<b>307.67</b>
<b>OPERATING EXPENDITURES</b>							
<b>SALARIES AND BENEFITS</b>	<b>26,424</b>	<b>8,565.32</b>	<b>32.4%</b>	<b>25,696</b>	<b>8,565.32</b>	<b>33.3%</b>	<b>-</b>
<b>SERVICES AND SUPPLIES</b>							
AGRICULTURE	2,165	386.85	17.9%	1,850	611.35	33.0%	(224.50)
HOUSEHOLD SUPPLIES	-	-	0.0%	-	-	0.0%	-
STRUCTURES & GROUNDS	2,500	314.28	12.6%	2,500	300.59	12.0%	13.69
VANDALISM	100	-	0.0%	100	-	0.0%	-
EQUIPMENT RENTS	-	-	0.0%	-	-	0.0%	-
SMALL TOOLS	-	-	0.0%	-	-	0.0%	-
CONTRACT SERVICES	2,500	2,349.14	94.0%	2,500	2,354.22	94.2%	(5.08)
WATER	14,000	10,394.39	74.2%	14,000	11,464.31	81.9%	(1,069.92)
ELECTRIC	300	54.13	18.0%	300	53.95	18.0%	0.18
<b>SUBTOTAL</b>	<b>21,565</b>	<b>13,498.79</b>	<b>62.6%</b>	<b>21,250</b>	<b>14,784.42</b>	<b>69.6%</b>	<b>(1,285.63)</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>47,989</b>	<b>22,064.11</b>	<b>46.0%</b>	<b>46,946</b>	<b>23,349.74</b>	<b>49.7%</b>	<b>(1,285.63)</b>
<b>TOTAL INCOME OVER (UNDER) EXPENDITURES</b>	<b>(5,154)</b>	<b>(21,888.12)</b>		<b>(4,111)</b>	<b>(23,481.42)</b>		<b>1,593.30</b>

CHICO AREA RECREATION AND PARK DISTRICT  
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - BARONI PARK - FUND 2498  
OCTOBER 2017

	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	2016-2017 BUDGET	2016-2017 YTD	2016-2017 % BUDGET	DIFF. BY YEAR
<b>INCOME</b>							
ASSESSMENTS	65,039	-	0.0%	63,341	-	0.0%	-
INTEREST	300	226.95	75.7%	300	155.11	51.7%	71.84
FAIR MARKET VALUE ADJUSTMENT	-	158.13	0.0%	-	(362.82)	0.0%	520.95
<b>TOTAL INCOME</b>	<b>65,339</b>	<b>385.08</b>	<b>0.6%</b>	<b>63,641</b>	<b>(207.71)</b>	<b>-0.3%</b>	<b>592.79</b>
<b>OPERATING EXPENDITURES</b>							
<b>SALARIES AND BENEFITS</b>	<b>46,656</b>	<b>15,063.68</b>	<b>32.3%</b>	<b>45,191</b>	<b>15,063.68</b>	<b>33.3%</b>	<b>-</b>
<b>SERVICES AND SUPPLIES</b>							
AGRICULTURE	1,083	193.43	17.9%	850	308.26	36.3%	(114.83)
HOUSEHOLD SUPPLIES	-	-	0.0%	-	-	0.0%	-
STRUCTURES & GROUNDS	1,000	-	0.0%	1,000	341.85	34.2%	(341.85)
VANDALISM	550	-	0.0%	550	-	0.0%	-
EQUIPMENT RENTS	-	-	0.0%	-	-	0.0%	-
CONTRACT SERVICES	2,500	2,349.15	94.0%	2,500	2,354.23	94.2%	(5.08)
WATER	8,050	4,584.84	57.0%	8,050	4,479.62	55.6%	105.22
ELECTRIC	200	-	0.0%	200	-	0.0%	-
<b>SUBTOTAL</b>	<b>13,383</b>	<b>7,127.42</b>	<b>53.3%</b>	<b>13,150</b>	<b>7,483.96</b>	<b>56.9%</b>	<b>(356.54)</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>60,039</b>	<b>22,191.10</b>	<b>37.0%</b>	<b>58,341</b>	<b>22,547.64</b>	<b>38.6%</b>	<b>(356.54)</b>
<b>TOTAL INCOME OVER (UNDER) EXPENDITURES</b>	<b>5,300</b>	<b>(21,806.02)</b>		<b>5,300</b>	<b>(22,755.35)</b>		<b>949.33</b>

**CHICO AREA RECREATION AND PARK DISTRICT (CARD)**  
**545 Vallombrosa Ave. Chico, CA 95926 895-4711**

Accounts Payable Check Register

October 2017

Salary & Benefits	2,252.78
Service & Supply	59,058.10
Contributions to other Agency	-
Principal Repayment	-
Interest Expense	-
Fixed Assets	565.38
<b>TOTAL</b>	<b>61,876.26</b>

Check #'s                      069087-069159

Approved by the Board of Directors

November 16, 2017

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Robert Malowney  
Board Chair

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Ann Willmann  
General Manager

**CHICO AREA RECREATION AND PARK DISTRICT**  
**545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711**  
**November 7, 2017**

**FAXED**  
**11/7/17**

**CHECK REGISTER**

**FUND 2490 FY 17/18**

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
11/7/2017	069087	AIRGAS USA, LLC	\$ 146.45	520000
11/7/2017	069088	ALAMEDA ELECTRICAL DIST, INC	\$ 1,186.45	520000
11/7/2017	069089	ASBURY ENVIRONMENTAL SERVICES	\$ 120.00	520000
11/7/2017	069090	BATTERIES PLUS BULBS # 311	\$ 45.74	520000
11/7/2017	069091	BATTERY SYSTEMS	\$ 41.97	520000
11/7/2017	069092	C&M AUTOMOTIVE	\$ 606.07	520000
11/7/2017	069093	CAPITAL ONE COMMERCIAL	\$ 2,572.82	520000
11/7/2017	069094	CED - SACRAMENTO	\$ 139.64	520000
11/7/2017	069095	CHICO CREEK DANCE CENTRE	\$ 210.00	520000
11/7/2017	069096	CHICO ELECTRIC CO	\$ 221.13	520000
11/7/2017	069097	CHICO POWER EQUIPMENT INC	\$ 39.53	520000
11/7/2017	069098	CHICO SPORTS CLUB	\$ 294.00	520000
11/7/2017	069099	CHICO UNIFIED SCHOOL DISTRICT	\$ 2,553.75	520000
11/7/2017	069100	CITY OF CHICO	\$ 3,263.06	520000
11/7/2017	069101	COLLIER HARDWARE	\$ 195.71	520000
11/7/2017	069102	COMMERCIAL TIRE WAREHOUSE	\$ 623.37	520000
11/7/2017	069103	DAN GIBSON - ARBORIST SERVICES	\$ 187.50	520000
11/7/2017	069104	DIMPLE DEEDLES MUSIC STUDIO	\$ 128.80	520000
11/7/2017	069105	DRAGON GRAPHICS	\$ 325.24	520000
11/7/2017	069106	EMPLOYMENT DEVELOPMENT DEPT	\$ 1,282.80	510000
11/7/2017	069107	ESTHER G. BRIGGS	\$ 121.18	520000
11/7/2017	069108	EWING IRRIGATION PRODUCTS, INC.	\$ 2,520.91	520000
11/7/2017	069109	FASTENAL COMPANY	\$ 21.89	520000
11/7/2017	069110	FERGUSON ENTERPRISES, INC #686	\$ 387.77	520000
11/7/2017	069111	GATES RESALE	\$ 301.23	520000
11/7/2017	069112	GOLDEN VALLEY BANK	\$ 18.62	520000
11/7/2017	069113	GOLDEN VALLEY BANK	\$ 8,637.04	520000/560000
11/7/2017	069114	HERMAN ELLIS	\$ 125.00	520000
11/7/2017	069115	HILLYARD/SACRAMENTO	\$ 443.95	520000
11/7/2017	069116	HOLIDAY POOLS & SPAS	\$ 352.23	520000
11/7/2017	069117	HOME DEPOT CREDIT SERVICES	\$ 84.80	520000
11/7/2017	069118	HUNTERS SERVICES, INC.	\$ 371.00	520000
11/7/2017	069119	INDUSTRIAL POWER PRODUCTS	\$ 519.83	520000
11/7/2017	069120	IUOE LOCAL 39	\$ 435.17	510000
11/7/2017	069121	J.C. NELSON SUPPLY CO	\$ 3,974.08	520000
11/7/2017	069122	J.W. PEPPER & SON, INC.	\$ 107.59	520000
11/7/2017	069123	J.W. WOOD CO., INC.	\$ 51.58	520000
11/7/2017	069124	JANIS A. SNEED	\$ 50.00	520000
11/7/2017	069125	JOHNSON CONTROLS, INC.	\$ 4,291.50	520000
11/7/2017	069126	LEANNE MILLER	\$ 34.71	520000
11/7/2017	069127	LILLIAN R. GOLDE	\$ 34.29	520000
11/7/2017	069128	LIMEY TEES	\$ 4,645.42	520000
11/7/2017	069129	LOCKSMITHING ENTERPRISES	\$ 83.10	520000
11/7/2017	069130	LOWE'S	\$ 440.16	520000
11/7/2017	069131	MAGOON SIGNS	\$ 113.69	520000
11/7/2017	069132	MEEKS BUILDING CENTER	\$ 1,241.75	520000
11/7/2017	069133	MICHAEL WORLEY	\$ 100.00	520000
11/7/2017	069134	MISSION LINEN & UNIFORM	\$ 111.95	520000
11/7/2017	069135	MISSION LINEN & UNIFORM	\$ 2,033.22	520000
11/7/2017	069136	NORMAC INC.	\$ 398.71	520000
11/7/2017	069137	NORTH STATE DOG TRAINING	\$ 630.00	520000
11/7/2017	069138	NORTH VALLEY TREE SERVICE, INC.	\$ 6,400.00	520000
11/7/2017	069139	NORTHGATE PETROLEUM COMPANY	\$ 167.09	520000
11/7/2017	069140	O'REILLY AUTOMOTIVE STORES, INC.	\$ 131.04	520000
11/7/2017	069141	OFFICE DEPOT	\$ 575.04	520000
11/7/2017	069142	PLATT ELECTRIC SUPPLY, INC.	\$ 45.69	520000
11/7/2017	069143	RENTAL GUYS CHICO	\$ 77.93	520000

**CHICO AREA RECREATION AND PARK DISTRICT**  
**545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711**  
**November 7, 2017**

**CHECK REGISTER**      **FUND 2490 FY 17/18**

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
11/7/2017	069144	ROBERT H MALOWNEY	\$ 100.00	520000
11/7/2017	069145	SAFETY DRIVERS ED, LLC	\$ 60.20	520000
11/7/2017	069146	SAVE MART SUPERMARKET	\$ 120.50	520000
11/7/2017	069147	SEIU LOCAL 1021	\$ 534.81	510000
11/7/2017	069148	SKYWAY TOOLS	\$ 40.73	520000
11/7/2017	069149	STREAMLINE	\$ 2,500.00	520000
11/7/2017	069150	THOMAS J. LANDO	\$ 200.00	520000
11/7/2017	069151	THRIFTY ROOTER	\$ 99.00	520000
11/7/2017	069152	TRACTOR SUPPLY CREDIT PLAN	\$ 23.58	520000
11/7/2017	069153	TURF STAR INC.	\$ 1,261.20	520000
11/7/2017	069154	U.S. BANK EQUIPMENT FINANCE, INC.	\$ 1,399.22	520000
11/7/2017	069155	UNITED RENTALS, INC.	\$ 136.21	520000
11/7/2017	069156	VALLEY TRUCK & TRACTOR CO.	\$ 153.48	520000
11/7/2017	069157	WAL-MART COMMUNITY	\$ 562.06	520000
11/7/2017	069158	WILLARD FENCE CO	\$ 224.15	520000
11/7/2017	069159	ZEE MEDICAL COMPANY	\$ 197.93	520000

Total of Register

\$ 61,876.26

  
 Arth Willmann  
 General Manager

OR

Salary & Benefits	\$ 2,252.78	Acct 510000
Service & Supply	\$ 59,058.10	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ 565.38	Acct 560000
<b>Total</b>	<u><u>\$ 61,876.26</u></u>	

Terry A. Zeller  
 Parks & Recreation Director

Prepared by      HR

**CHICO AREA RECREATION AND PARK DISTRICT (CARD)**  
**545 Vallombrosa Ave. Chico, CA 95926 895-4711**

Manual Accounts Payable Check Register

October 2017

Salary & Benefits	35,514.00
Salary & Benefits-ACH Payroll Tax Transfer	120,294.90
Salary & Benefits-ACH CalPERS	39,271.73
Service & Supply	78,441.98
Fixed Assets	-
Contingency to other Agency	-
Principal Repayment	513,456.74
Interest Expense	10,401.02
<b>TOTAL</b>	<b>797,380.37</b>

Check #'s            068949-068961  
                          069051-069078  
                          Void 068956

Approved by the Board of Directors

November 16, 2017

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Robert Malowney  
Board Chair

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Ann Willmann  
General Manager

Agenda Item 11

CHICO AREA RECREATION AND PARK DISTRICT  
545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711  
October 2, 2017

**FAXED**  
10/2/17

**CHECK REGISTER**      **FUND 2490 FY 17/18**

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
10/2/2017	068949	BLUE SHIELD OF CALIFORNIA	\$ 25,218.86	510000
10/2/2017	068950	HUMANA INSURANCE CO	\$ 3,378.99	510000
10/2/2017	068951	MEDICAL EYE SERVICES	\$ 495.08	510000
10/2/2017	068952	CHARLES STEVEN HARTER	\$ 300.00	520000
10/2/2017	068953	CHARLIE ROBINSON	\$ 280.00	520000
10/2/2017	068954	HEATHER CHILDS	\$ 127.00	520000
10/2/2017	068955	JOHN TRENALONE	\$ 60.00	520000
10/2/2017	068956	MIRO VUJIC	VOID	520000
10/2/2017	068957	MIRO VUJIC	\$ 210.00	520000
10/2/2017	068958	MIRO VUJIC	\$ 210.00	520000

Total of Register

**\$ 30,279.93**

  
Ann Willmann  
General Manager

OR

Salary & Benefits	\$ 29,092.93	Acct 510000
Service & Supply	\$ 1,187.00	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
<b>Total</b>	<b><u>\$ 30,279.93</u></b>	

Terry A. Zeller  
Parks & Recreation Director

OR

Michelle Niven  
Human Resources Manager

Prepared by      HR



CHICO AREA RECREATION AND PARK DISTRICT  
545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711  
October 6, 2017

FAXED  
10/6/17

CHECK REGISTER FUND 2490 FY 17/18

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
10/6/2017	068959	AARP DRIVERS SAFETY PROGRAM	\$ 320.00	520000
10/6/2017	068960	AG PRIVATE PROTECTION	\$ 2,000.00	520000
10/6/2017	068961	GOLDEN VALLEY BANK	\$ 523,857.76	530000/552000

Total of Register

\$ 526,177.76



Ann Willmann  
General Manager

OR

Salary & Benefits	\$ -	Acct 510000
Service & Supply	\$ 2,320.00	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ 513,456.74	Acct 552000
Interest Expense	\$ 10,401.02	Acct 553000
Fixed Asset	\$ -	Acct 560000
<b>Total</b>	<b>\$ 526,177.76</b>	

Terry A. Zeller  
Parks & Recreation Director

OR

Michelle Niven  
Human Resources Manager

Prepared by HR

**CHICO AREA RECREATION AND PARK DISTRICT**  
**545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711**  
**October 12, 2017**

**10/12/17**  
**10/12/17**

**CHECK REGISTER**      **FUND 2490 FY 17/18**

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
10/12/2017	069051	BUS-MAN'S HOLIDAY TOURS	\$ 1,224.00	520000
10/12/2017	069052	CARTER LAW OFFICES	\$ 1,935.00	520000
10/12/2017	069053	COMCAST	\$ 1,422.00	520000
10/12/2017	069054	TEAMSIDELINE.COM	\$ 898.00	520000
10/12/2017	069055	BANNER BANK	\$ 5,101.42	510000
10/12/2017	069056	BUTTE COUNTY SHERIFF'S OFFICE	\$ 50.00	510000
10/12/2017	069057	CA STATE DISBURSEMENT UNIT	\$ 102.17	510000
10/12/2017	069058	CA STATE DISBURSEMENT UNIT	\$ 58.54	510000
10/12/2017	069059	CA STATE DISBURSEMENT UNIT	\$ 23.07	510000
10/12/2017	069060	GEMALTO COGENT, INC.	\$ 18.90	510000

Total of Register

\$ 10,833.10


\_\_\_\_\_  
 Ann Willmann  
 General Manager

OR

Salary & Benefits	\$ 5,354.10	Acct 510000
Service & Supply	\$ 5,479.00	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
<b>Total</b>	<u><u>\$ 10,833.10</u></u>	

\_\_\_\_\_  
 Terry A. Zeller  
 Parks & Recreation Director

OR

  
 \_\_\_\_\_  
 Michelle Niven  
 Human Resources Manager

Prepared by      HR

**CHICO AREA RECREATION AND PARK DISTRICT**  
**545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711**  
**October 26, 2017**

**FAXED**  
 10/27/17

**CHECK REGISTER**      **FUND 2490 FY 17/18**

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
10/26/2017	069061	BUTTE COUNTY SHERIFF'S OFFICE	\$ 50.00	510000
10/26/2017	069062	CA STATE DISBURSEMENT UNIT	\$ 108.00	510000
10/26/2017	069063	CA STATE DISBURSEMENT UNIT	\$ 85.88	510000
10/26/2017	069064	CA STATE DISBURSEMENT UNIT	\$ 23.07	510000
10/26/2017	069065	AG PRIVATE PROTECTION	\$ 1,323.00	520000
10/26/2017	069066	BUS-MAN'S HOLIDAY TOURS	\$ 1,400.00	520000
10/26/2017	069067	COMCAST	\$ 350.28	520000
10/26/2017	069068	KRONOS	\$ 3,958.80	520000
10/26/2017	069069	NEW HOCK FARM	\$ 3,326.43	520000
10/26/2017	069070	PACIFIC GAS AND ELECTRIC	\$ 28,963.17	520000
10/26/2017	069071	RANDY WILL	\$ 339.41	520000

Total of Register

**\$ 39,928.04**



Arin Willmann  
 General Manager

OR

Salary & Benefits	\$ 39,661.09	Acct 510000
Service & Supply	\$ 266.95	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
<b>Total</b>	<b><u>\$ 39,928.04</u></b>	

Terry A. Zeller  
 Parks & Recreation Director

OR

Michelle Niven  
 Human Resources Manager

Prepared by      HR

CHICO AREA RECREATION AND PARK DISTRICT  
545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711  
October 31, 2017

FAXED  
10/31/17

CHECK REGISTER FUND 2490 FY 17/18

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
10/31/2017	069072	AFLAC	\$ 640.02	510000
10/31/2017	069073	CALIFORNIA STATE UNIVERSITY, CHICO	\$ 160.00	510000
10/31/2017	069074	CALIFORNIA WATER SERVICE	\$ 11,064.38	520000
10/31/2017	069075	ENLOE MEDICAL CTR CATERING	\$ 489.06	520000
10/31/2017	069076	GOLDEN VALLEY BANK	\$ 9,936.45	520000
10/31/2017	069077	JASON ALEXANDER MILLER	\$ 6,305.00	520000
10/31/2017	069078	U.S. POSTAL SERVICE (POSTAGE-BY-PHONE)	\$ 2,000.00	520000

Total of Register

\$ 30,594.91



Ann Willmann  
General Manager

OR

Salary & Benefits	\$ 800.02	Acct 510000
Service & Supply	\$ 29,794.89	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
<b>Total</b>	<b>\$ 30,594.91</b>	

Terry A. Zeller  
Parks & Recreation Director

OR

Michelle Niven  
Human Resources Manager

Prepared by HR

**CHICO AREA RECREATION AND PARK DISTRICT (CARD)**  
**545 Vallombrosa Ave. Chico, CA 95926 895-4711**

Payroll Check Register

October 2017

<b>PPE</b>	<b>Pay Date</b>	<b>Checks</b>	<b>Amount</b>
10/6/2017	10/6/2017	115727	529.94
10/6/2017	10/10/2017	115728	600.18
10/6/2017 ACH	10/13/2017	Direct Deposit	114,188.79
10/6/2017	10/13/2017	115729-115786	15,796.50
10/6/2017	10/19/2017	115787	52.81
10/20/2017 ACH	10/27/2017	Direct Deposit	110,402.22
10/20/2017	10/27/2017	115788-115843	15,821.81
10/20/2017	10/27/2017	115844	168.27
<b>Total</b>			<b>257,560.52</b>

Approved by the Board of Directors

November 16, 2017

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Robert Malowney  
Board Chair

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Ann Willmann  
General Manager

Agenda Item 11

**CHICO AREA RECREATION AND PARK DISTRICT (CARD)**  
**545 Vallombrosa Ave. Chico, CA 95926 895-4711**

Refund Check Register

October 2017

Service & Supply-Refund Checks 3,650.33

**TOTAL 3,650.33**

Check #'s

028178-028185	2,209.00
028186-028192, Void 028190	747.33
028193-028196	1,526.85

Class Credit Card Refunds	3,500.00
Active Network Credit Card Refunds	3,383.34
Blue Rec Credit Card Refunds	-

Approved by the Board of Directors

November 16, 2017

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Robert Malowney  
Board Chair

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Ann Willmann  
General Manager

Agenda Item 11

**CHICO AREA RECREATION AND PARK DISTRICT (CARD)**  
**545 Vallombrosa Ave. Chico, CA 95926 895-4711**

Revenue

October 2017

**Net Revenue**

Rents	36,516.13
Reimbursements	1,113.25
Misc.	5,230.00
Fees	265,081.77
 Sub Total	 307,941.15
 Other Income	 -
Donations	781.00
 RDA Pass Through	 -
Sale of Surplus Assets	-
City of Chico Reimbursements	-
Baroni Park	-
Prop 12 Funding	-
Pro Rata Share	-
Grant Revenue	-
 Fund 2480 Trust Obligations	 7,125.00
 Fund 2486 Chico Rotary/CARD	 -
 <b>TOTAL</b>	 <b>315,847.15</b>

Approved by the Board of Directors

November 16, 2017

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Robert Malowney  
Board Chair

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Ann Willmann  
General Manager

Agenda Item 11

**CHICO AREA RECREATION AND PARK DISTRICT (CARD)**  
**545 Vallombrosa Ave. Chico, CA 95926 895-4711**

Previously submitted check #028197 dated November 2, 2017 in the amount of \$315,847.15

**October 2017**

**FUND 2490**

4530106	RDA Pass Through	-	-
4600001	Rent	36,516.13	
	Fees	265,081.77	301,597.90
4700001	Misc.	5,230.00	
	Rebates/Reimbursements	1,113.25	
	City of Chico Reimbursements	-	
	Baroni Park	-	
	Pro Rata Share	-	
	Other Income	-	
	Donations	781.00	
	Grant Revenue	-	7,124.25
	<b>FUND 2490 total</b>		<b>308,722.15</b>

**FUND 2480**

280	Trust Obligations	7,125.00
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**FUND 2483**


4616250	Prop 12 Grant Fund	-
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**FUND 2486**

4700001	Chico Rotary/CARD	-
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**Checks Total**

**315,847.15**

  
Ann Willmann  
General Manager



CHICO AREA RECREATION AND PARK DISTRICT  
545 Vallombrosa Ave. Chico, CA 95926 895-4711

Enclosed please find check 28197 dated November 3, 2017 in the amount of \$315,847.15

October 2017

FUND 2490

462005 Rent Concessions Fees	TOTAL 462005	301,597.90
473000 Misc. Rebates Other Income Donations	TOTAL 473000	7,124.25
FUND 2490 total		308,722.15

FUND 2480

280 Trust Obligations	TOTAL 280	7,125.00
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FUND 2486

473000 Chico Rotary/CARD	TOTAL 473000	-
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Check Total

315,847.15



Ann Willmann  
General Manager

CHECK NO.	CHECK DATE	VENDOR NO.
28197	11/03/2017	124000



CHECK NO. 028197

GOLDEN VALLEY BANK  
190 COHASSET RD. STE. 170  
CHICO, CA 95926  
90-4427/1211

Chico Area Recreation and Park District  
545 VALLOMBROSA AVENUE CHICO, CALIFORNIA 95926 (530) 895-4711

CHECK AMOUNT

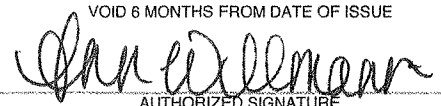
315,847.15

REFUND CHECK

Three hundred fifteen thousand eight hundred forty-seven and 15/100 USD

AY BUTTE COUNTY  
O THE 25 COUNTY CENTER DR STE 120  
ORDER OF OROVILLE CA 95965

VOID 6 MONTHS FROM DATE OF ISSUE

  
AUTHORIZED SIGNATURE

THE SECURITY FEATURES ON THIS DOCUMENT INCLUDE A MICRO-PRINT SIGNATURE LINE AND BLEED THROUGH MICR NUMBERING.

028197 1211442720 0100043835



## Chico Area Recreation and Park District “Helping People Play”

**Staff Report 17-41  
Agenda Item 7.1**

# STAFF REPORT

**DATE:** November 16, 2017  
**TO:** Board of Directors  
**FROM:** Ann Willmann, General Manager  
**SUBJECT:** District Update

## **PROJECT UPDATES**

### Humboldt Avenue Skatepark Improvements

Grindline is prepared to begin once the construction permit is issued. We anticipate the permit will be finalized in the next few weeks. A ground-breaking ceremony will be held at the start of construction. Members of Chico Skatepark Solutions will be invited to help kick the project off.

### CARD Community Center Roof/HVAC Project

Staff has been working with Northstar Engineering to finalize plans for this project. There are several challenges that have been presented. The cost of the removal and replacement of the existing HVAC units is higher than anticipated. Additionally, the schedule of the facility plays a significant role in selecting a construction timeline because there will be days when heating or cooling will not be available. Since the cost of the project is estimated to be higher than originally budgeted, additional funds will be needed. Based on these challenges, the project may be done in phases to accommodate both funding and scheduling.

### Draft Master Plan Update

Staff has been working on changes and will be prepared to present a draft at the December Regular Board Meeting. Once the draft is approved, public outreach meetings will be held to review the maps, suggested facility improvements, and future facility development.

### City of Chico/CARD Park Discussion

The Ad Hoc Committee established to review the current MOU with the City of Chico and discuss maintenance of city parks has had two meetings with the City. At the conclusion of the second meeting, it was determined that discussions regarding the transfer of park impact fees and neighborhood parks would continue in January 2018, and discussions regarding the maintenance of Bidwell Park would be reviewed in Spring 2018. This will enable CARD and City staff to meet and review costs of maintenance and revenue sources so both agencies can have an informed discussion regarding the potential transfer of responsibilities.

## **ACCOMPLISHMENTS**

### CSDA Districts Make The Difference Video Contest

Working with Pleasant Valley High School House of Blue, four student teams submitted a video for the annual CSDA "Districts Make The Difference" video contest. Two of those videos were selected to continue as finalists. The next phase is a public voting process that will take place November 6 – 30. At the conclusion of the public voting process, three winners will be selected with first place winning \$2,000, second place \$1,000, and third \$500. In addition to the potential to win a cash prize, this is an excellent opportunity for youth in our community to better understand the role of Special Districts and the services CARD offers.

### Best of Chico Award

The annual Best of Chico awards were presented by the Chico News and Review. This year our adult sports team Recreation Supervisor, Noah Hajec and Recreation Coordinator, Chase Michelotti, were awarded the "Best Local League" award. Their hard work was recognized for CARD Softball, E League.

### Butte Rose Society's Annual Rose Festival

This annual event was held at the Creekside Rose Garden on Saturday, October 28. The event was well attended, and a video was made by TJ David who participated in the creation of the memorial garden at the State Capitol. Julie Lovejoy, who tends to CARD's rose garden, entered several roses from the garden, and three awards were received. The high quality maintenance of the rose garden was recognized by attendees.

## **EVENTS**

### DFJ Halloween Event

This event was part of the bi-monthly family event series at the Dorothy Johnson Center and was well attended. Recreation Supervisor Erin Gonzales and Recreation Coordinator Kati Crane organized fun carnival games that were run by volunteers the night of the event. Additional community partners included the Salvation Army and Love Chapman. These events are held every other month with the next one scheduled for December 14, 2017.

### Hunters Moon Fundraiser

On Friday, October 27, 2017, the 6th Annual Hunters Moon Dinner was held at Lakeside Pavilion. This is an annual fundraiser organized by the Chico Creek Nature Center Board of Directors, and the Nature Center Director, Caitlin Reilly. There were 110 people in attendance, and they raised over \$11,000 for the Nature Center.

### Soggy Dog Day

This annual event was created in partnership with Trailblazers Pet Supply and was held Saturday, November 4, 2017. This is a very popular event for dog owners as it gives them an opportunity to play in the water and visit the pet health fair booths to learn more about pet care. There was a total of 65 dogs in attendance. The money collected from this event is set aside in a separate fund for a future dog park.

By   
Ann Willmann  
General Manager



## Chico Area Recreation and Park District "Helping People Play"

Staff Report 17-42  
Agenda Item 7.2

# STAFF REPORT

**DATE:** November 16, 2017  
**TO:** Board of Directors  
**FROM:** Ann Willmann, General Manager  
**SUBJECT:** Future Facilities/Funding Measure

### Discussion

There is an immediate need for additional facilities in our Community. The lack of gym and field space for CARD programming and community sport organizations has historically limited program expansion. In addition, the lack of fields in our community has resulted in over use and no ability to "rest" fields to improve their quality.

There have been several recent steps taken to identify the need for additional funds. In 2016, CARD conducted a facility review of the CARD Community Center, PV Recreation Center, Dorothy Johnson Center, and Lakeside Pavilion. Through these evaluations, current and future maintenance needs were identified, as well as costs associated with upgrades. This information has been included in the District's Capital Improvement Plan, and each year, the District's immediate maintenance needs are addressed. However, there are several significant facility issues that still need to be addressed.

In February 2017, CARD conducted a survey to determine support for funding of recreation facilities, and there was positive widespread support. Chico area voters agreed that local parks make the community a desirable place to live, and 72% of those surveyed supported building and upgrading local recreation and park facilities.

In May 2017, CARD conducted additional outreach to better understand the desires of the community and the community's definition of "quality of life". When asked how people would feel if nothing changed with recreation in Chico in the next 5 years, 80% of those surveyed felt that growth in recreation opportunities and facilities is critical to their overall happiness living in Chico.

In September 2017, John Bliss of SCI presented funding options available to Special Districts and discussed ideal timelines for funding measure opportunities. Should the District choose to pursue a Special Tax, the measure may be placed on a Special, Primary or Regular Election ballot. Two timelines are outlined below to better understand when formal commitments would

need to be made and when additional funding would be available for facility construction and upgrades.

Tasks Associated with a Revenue Measure	November 2018 Election	March 2020 Election
Resolution Passed by Board	June 2018	November 2019
Election Date	November 2018	March 2020
First Funding Available	December 2019	December 2020
Start of Construction	2020	2021

### **Remaining Work to be Completed**

CARD's draft Master Plan Update is currently under review and nearing completion. Once it has been approved by the Board, the next step in the process is public review of the draft document, so that future facilities and upgrades can be prioritized by the Chico Community. This would include community input on the completion of DeGarmo Park, upgrading current aquatic facilities, and addressing deferred maintenance of existing CARD facilities. Once prioritized, costs of construction and maintenance should be completed to accurately identify funds needed for future facilities.


### **Conclusion**

While there are other opportunities for facility expansion being discussed in Chico, CARD is tasked with providing park and recreation facilities for the Chico Community. The Board of Directors heard information about the vision of Everybody Healthy Body (EBHB) to develop a regional sports complex in South Chico. CARD's involvement in the project will continue to be discussed. However, there are several steps in that process that would need to be completed prior to construction of any facilities and it does not address the immediate facility deficits in our Community.

Selecting a future date to consider a public funding measure will allow the District to move forward with addressing current facility deficits and identify the best options to fulfill these needs. Based on consultant recommendations and additional work that still needs to be completed, March of 2020 would be the preferred target election. This is not a formal commitment to place a measure on the ballot, rather establishes a deadline to prepare the information needed for the Board of Directors to make an informed decision.

### **Recommendation/Possible Action**

It is recommended that the Board of Directors direct staff to continue with the public planning process to evaluate the potential of a future revenue measure in March 2020.

By   
Ann Willmann  
General Manager



## Chico Area Recreation and Park District “Helping People Play”

**Staff Report 17-43  
Agenda Item 7.3**

# STAFF REPORT

**DATE:** November 16, 2017  
**TO:** Board of Directors  
**FROM:** Ann Willmann, General Manager  
**SUBJECT:** Everybody Healthy Body Feasibility Study

### **Background**

On Thursday, November 2, 2017, the CARD Board of Directors held a Special Meeting to hear from Everybody Healthy Body (EBHB) regarding their vision for a multi-use sports complex in South Chico. Their vision of a regional sports complex would provide opportunities for facility partners to fund and construct future recreation facilities. The vision of EBHB is grand, and it is intended to be built in phases once facility partners have been secured. Their intention is not to compete with CARD, but instead complement what is being planned by CARD, and secure land for future development.

Upon the conclusion of the meeting, Director Lando requested that at the next Regular Board Meeting, the CARD Board further discuss funding for EBHB's feasibility study, and specifically identify how a public/private partnership could be formed if CARD were interested in being a future facility partner.

### **Feasibility Study**

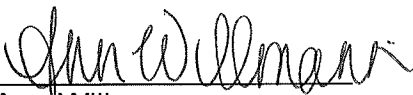
EBHB is in the process of conducting a three-phase feasibility study. A copy of the Scope of Work is included, and the phases are outlined below:

- Phase 1 included goal setting, demographic and socioeconomic market analysis, competitive analysis, a needs assessment, and demand analysis. A draft report has been prepared.
- Phase 2 included community outreach, recreation demand and needs analysis, comparable facilities, and recommendations. This phase has been completed and reports are pending.
- Phase 3 is yet to be completed and will include venue programming, operating plan overview and proforma, and economic impact.

The information being developed through the feasibility study will outline the overall feasibility of the project, including recommendations for future facilities, cost of construction, maintenance, and programming recommendations. Information related to public/private partnerships will be included in the study, however, CARD may choose to contract with their own consultant to better understand how a public agency may become involved. This information would be needed for CARD to fully evaluate any potential participation in the future project.

**Recommendation/Possible Action**

It is recommended that the Board of Directors direct staff how to proceed.

By   
Ann Willmann  
General Manager



## **PHASE I: CHICO, CA NEEDS ASSESSMENT**

### **GOAL SETTING**

All key members of the project team from both The Sports Force and EVERYBODY, Healthy Body (Client) will attend an initial kick-off meeting to introduce themselves and explain their role and responsibilities on the projects. This first workshop will focus on a review of the project's scope and schedule, confirmation of goals and objectives, and establishment of a project management framework and communication protocol.

### **I. Demographic and Socioeconomic Market Analysis**

The most important factor in determining the success of the proposed facility will be the individual market's ability to support it. The market analysis will provide all pertinent information that will allow for conclusions to be drawn throughout the remainder of the study. The following elements of the market will be thoroughly analyzed from a local, regional, and national sports perspective:

The demographic and socioeconomic makeup of the proposed market will be analyzed. The market will then be compared to the characteristics of those markets that host successful sports complexes.

#### ***Market Demographics***

The demographic and socioeconomic makeup of the proposed market's drive time will be analyzed. The market will then be compared to the characteristics of those markets that host successful sports complexes.

#### ***Corporate Strength***

The Sports Force will examine the corporate strength of each market to get a better understanding of the corporate market's ability to provide revenue through: sponsorships, naming rights, and participation.

#### ***Site Access***

Transportation and the ease with which visitors can get to Chico will play a major role in the success of a complex. The Sports Force will assess the area as well as the transportation trends that are in play for any potential sports complex.

### **II. Competitive Analysis**

The Sports Force will separate the competitive analysis into three distinct categories: local, regional, and national competition. The categories will be based on the competitor complex's team drawing range, not necessarily the location of the complex. The Sports Force will analyze each complex from a design, operational, programming, and reputation standpoint to better understand how much competition each complex will pose to the proposed complex. The competitive analysis will provide a complete understanding of the supply of high quality tournament facilities in the market.





### **III. Needs Assessment & Demand Analysis**

The needs assessment and demand analysis will focus on indoor and outdoor sports participation at the local, regional, and national perspective for all age groups. As part of this section The Sports Force will interview identified user groups, and assess the existing inventory of athletic facilities in the local area to determine the optimal size and scope of the project. The goal of this process is to identify the type of facilities most in demand and to not duplicate or displace existing facilities and grow the City's inventory of indoor and outdoor athletic facilities.

Further, The Sports Force will identify competitive travel teams, as well as all tournaments and special events currently being held within the regional footprint. Combined with the local needs assessment, the demand analysis will provide important context to understanding the ideal programming mix and operating structure for the proposed complex.

### **COMPENSATION**

The Sports Force is pleased to submit the following fees for professional services

#### **PHASE I FEES**

Demographic and Socioeconomic Market Analysis	\$ 6,000.00
Competitive Analysis	\$ 6,000.00
Needs Assessment & Demand Analysis	\$ 4,500.00
Site Visit	\$ 3,500.00
<b>Total Phase I Fees</b>	<b>\$ 20,000.00</b>

### **TIMELINE & DELIVERABLES**

The Sports Force will complete the identified scope of work in 3-6 weeks, pending the scheduling and execution of the initial site visit. The site visit is scheduled for the week of June 26-30. At the completion of this Phase I, The Sports Force will deliver an electronic report and presentation to the Client.



## **PHASE II: CHICO, CA COMMUNITY OUTREACH**

### **IV. Community Outreach**

The Sports Force will gather information from community end users through a series of interviews and phone conversations. Targets and contact information to be provided by Client. The Sports Force will provide a full assessment of these interviews as well as the needs and aspirations of each group.

### **V. Recreation Demand and Needs Analysis**

Evaluation of existing sports facilities that are used for tournaments to assess the usage as well as the needs for any newly proposed sports complex. This section, combined with the Community Outreach, will provide information about the level of local programming demand and facility needs for recreational use.

### **VI. Comparable Facilities**

Once the demand has been identified for the proposed complex, The Sports Force will analyze successful complexes throughout the United States that are comprised of similar facilities. The Sports Force will analyze their facilities, operations, amenities, layouts, etc. The Sports Force will use the analysis of each of these facilities to better evaluate the needs for the proposed facility.

### **VII. Recommendations**

The Sports Force will provide recommendations with respect to existing and future sport fields and joint-use collaborative or partnering opportunities. Recommendations are intended to address the facility needs identified in the previous sections and are the result of existing inventory, analysis of demand, community input, and consideration of the surrounding markets and facilities. The reports will provide the framework for a full programming and operations analysis to be completed as the next phase.





## **COMPENSATION**

The Sports Force is pleased to submit the following fees for professional services

### **PHASE II FEES**

Community Outreach	\$ 6,500.00
Site Visit	\$ 3,500.00
Recreation Demand & Needs Analysis	\$ 4,000.00
Comparable Facilities	\$ 3,500.00
Facility Recommendations	\$ 9,000.00
<b>Total Phase II Fees</b>	<b>\$ 26,500.00</b>

### **TIMELINE & DELIVERABLES**

The Sports Force will complete the identified scope of work in 4-6 weeks, based on the responsiveness of community user groups. At the completion of this Phase II, The Sports Force will deliver an electronic report and presentation to the Client.



### **PHASE III: CHICO, CA PROGRAM DEVELOPMENT**

After the completion of the market study, The Sports Force will begin to make program recommendations regarding the proposed facility. Over the past decade, many youth sports facilities have been built throughout the country with the idea that bigger is better. This mentality has led to a plethora of facilities that are half full, create no demand for their product, and eventually run out of money or fall into disrepair. The proposed facility must be programmed very carefully to create the proper atmosphere in order to create demand and provide life long experiences to participants and spectators alike

#### **VIII. Venue Programming**

With the market and field needs understood, The Sports Force will present an array of programming options for the facility. The Venue Programming Plan will focus on the local, regional, and national opportunities for the facility. The Sports Force will identify the potential end-users of the facility as well as the type of programming that can be run with each group.

Venue programming will include, but will not be limited to: League Play, Tournaments, Camps, and Special Events. For each type of programming, the study will identify price points, number of teams, and the length of each event.

The venue programming plan will provide the basis for the operations analysis and development of the pro forma. Further, the type of programming and capacities is critical to understanding the number of visitors and potential economic impact that the facility can generate.

#### **IX. Operating Plan Overview & Pro Forma**

Once the programming opportunities have been identified, the next step is to develop the operating model that will be the most successful for the facility. The Sports Force will identify the operational revenues and expenses and, in conjunction with the venue programming plan, create a proposed operating model for the first five years of operations.

Unlike stadiums, youth tournament facilities generally do not achieve full capacity and sell outs in year one. The business model of these tournament facilities is based off of a combination of marketing, reputation and word-of-mouth. When combined with a first-class playing facility, in the proper market, with great operations, a facility has the ability to become very successful. Pro forma information will be broken out for all operations of the facility over a five-year period. Financial information will reflect the growth of the complex and proposed events over this time.



## **X. Economic Impact**

One of the most important benefits of youth sports facilities is the positive economic impact they provide to the surrounding areas. The impact of a new facility should be measureable, in terms of the fiscal impact in a community as well as the positive impact on the quality of life for local residents. This section of the report will focus on the proposed facility and it's ability to act as a spur for economic growth within the community, as well as act as a community-gathering place for its residents. The ability to provide for both will be one of the major factors in whether the proposed complex will be a successful addition to the community.

In order to spur fiscal and economic development the proposed facilities should be able to:

- Create both construction spending and jobs and long term jobs both on and off-site
- Spur development around the facility
- Increase direct and indirect spending inside the facility as well as to the surrounding business district
- Create a community gathering place
- Create a sense of community pride
- Add additional entertainment options for residents
- Create friendly rivalries and interaction with neighboring communities

The Economic Impact section of this report will specify the potential impact of all events held at the proposed sports complex. Each events impact will be broken down to show a total economic impact profile that will include, but is not limited to:

- Total visitors & visits
- Direct spending & total economic impact
- Individual categorized spending (i.e. lodging, food/beverage, shopping, entertainment, etc.)
- Individual party spending profile
- Room nights
- Jobs created and earnings impact
- New tax generation

## **FINAL REPORT**

The Sports Force will develop a final report to present to client as a bound document as well as an electronic copy. The Final Report will include all of the products developed through Phases I, II, and III. The Sports Force will work closely with Client to write a concise Executive Summary and description of necessary next steps. The Executive Summary will outline the recommendations of the study and The Sports Force.



## **COMPENSATION**

The Sports Force is pleased to submit the following fees for professional services

### **PHASE III FEES**

Venue Programming	\$ 9,000.00
Operational Plan & Pro-Forma	\$ 9,000.00
Site Visit	\$ 3,500.00
Economic Impact Report	\$ 6,000.00
Final Report	\$ 2,500.00
<b>Total Phase III Fees</b>	<b>\$ 30,000.00</b>

### **TIMELINE & DELIVERABLES**

The Sports Force will complete the identified scope of work in 4-6 weeks. Upon completion of the study, The Sports Force will provide a consolidated report for Phases I, II, and III along with an Executive Summary tying the two reports together. The Sports Force will also provide two (2) printed and bound copies of the report for the Client. Additional copies can be created at the cost of the Client.



## Chico Area Recreation and Park District "Helping People Play"

Staff Report 17-44  
Agenda Item 8.1

# STAFF REPORT

**DATE:** November 16, 2017  
**TO:** Board of Directors  
**FROM:** Terry Zeller, Director of Parks and Recreation  
**SUBJECT:** Requested Improvements at Sycamore Field

### Background Information/Discussion:

At the Regular Board Meeting on August 17, 2017, a representative of the Senior Softball League requested that CARD consider installing a permanent restroom at Sycamore Field in Bidwell Park. The Board directed staff to research the cost of this improvement and report back to the Board.

Park Supervisor Randy Will met with league officers to review their request for a permanent restroom, as well as other future improvements desired by the league. The following improvements were identified during the meeting:

- A permanent restroom close to the field, preferably lockable and dedicated to programs and events, rather than open for general use.
- A barbeque close to the field.
- Extension of the base line fences to match the movement of the bases 3 years ago.
- A temporary outfield fence (similar to Community Park) at the 300-foot line.
- Regrade infield with a laser level to create a slight crown for drainage.
- Level the outfield and continue gopher removal.
- Installation of a lockable electrical outlet (20 amp) at the backstop area.
- Replace broken wood bleachers and dugout seats.

With reference to the leveling and maintenance of the infield and outfield, this is ongoing and can be addressed during annual maintenance. The replacement of broken bleachers and dugout seats can be completed this fiscal year. The other items listed have more of an impact to the multi-use area, as well as a budget impact.

### Permanent Restroom

In consulting with the City of Chico's Public Works staff, a permanent restroom at this location is feasible. Considering the proposed location of the restroom, an all-concrete prefabricated unit with stainless fixtures that can withstand heavy vandalism and attempted break-ins would be recommended. In addition, it should be equipped with timer locks for the doors to deter after hours use, and an exterior light for security.

The process to install the restroom would include approval by the Bidwell Park and Playground Commission, purchase and installation of a prefabricated double restroom, connection to City sewer and water, and an agreement with the City of Chico to meter the ongoing utility costs. The estimated timeline would be 6 months, and the installation cost would be approximately \$120,000-\$150,000. Ongoing maintenance costs including utility costs, staff time to service the restroom, as well as cleaning and paper supplies still needs to be evaluated.

#### Barbeque

Based on the availability of barbeques located nearby, staff does not recommend installing a barbeque at Sycamore Field.

#### Outfield Fence

Due to the significant use of the field by the community, staff would not recommend the installation of temporary fences. While the benefit to the softball league can be recognized, the fences would need to be installed and removed every week in order to accommodate weekend use of the field by events that are held in the park.

#### Baseline Fences

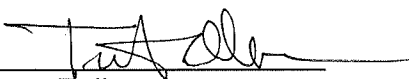
Staff is in the process of obtaining cost estimates to extend the fencing to match the base placement. Staff believes that this can be budgeted and completed in the near future.

#### Electrical Installation

Installation of a lockable electrical outlet at the backstop area needs to be further reviewed by staff to estimate the costs of installation, ongoing maintenance, vandalism issues, and ongoing utility costs. At this time, staff has concerns about installing an outlet at the field based on current challenges in the park. However, staff may be able to identify a nearby source of useable electricity that could serve their needs.

#### **Recommendation/Possible Action:**

It is recommended that the Board of Directors direct staff to (1) continue to work with the Senior Softball League to address field improvements including leveling, gofer control, bleacher and dugout repairs, possible access to electricity, and extension of the base line fences; and (2) add the permanent restroom to the District's Capital Improvement Plan and prioritize it among existing projects.

By   
Terry Zeller  
Director of Parks and Recreation