



FINANCE COMMITTEE AGENDA
A Committee of the Chico Area Recreation and Park District
Board Members – Tom Lando and Herman Ellis
545 Vallombrosa Avenue, Chico, CA 95926
Phone (530) 895-4711 Fax (530) 895-4721
Monday, February 12, 2018 – 1:30 P.M.

*Posted Prior to 5:00 pm
Friday, February 9, 2018*

AGENDA

A. Call to Order

B. Public Comments

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

C. Capital Improvement Plan for Sycamore Field - *Action Requested – That the Committee recommend to the Board of Directors that they direct staff to include a portolet enclosure, baseline fence extension, and electrical upgrades and backstop outlet at Sycamore Field in the District’s Capital Improvement Plan and prioritize them among existing projects on an annual basis until they are complete.*

D. Facility Needs Assessment and Feasibility Study - Request for Proposal - *Action Requested – That the Committee recommend to the Board of Directors that they authorize the General Manager to enter into a contract with Conventions, Sports and Leisure in an amount not to exceed \$55,000 to conduct a Facility Needs Assessment and Feasibility Study.*

E. Business Office Staffing Reorganization - *Action Requested – That the Committee recommend to the Board of Directors that they (1) approve the reorganization of the business office, (2) approve the proposed salary schedule, (3) authorize the General Manager to hire a full-time Human Resources/Payroll Specialist in May 2018, and (4) authorize the General Manager to hire a full-time Finance Specialist in November 2018.*

F. District Security Services - *Action Requested – That the Committee recommend to the Board of Directors that they authorize the General Manager to enter into an agreement with A.G. Private Protection for an additional \$3,100 per month to provide increased security services.*

G. Park Impact Fee Update - *Action Requested – That the Committee recommend to the Board of Directors that they authorize staff to direct correspondence to the City of Chico requesting that the Nexus Study Update include an amendment to the Community Park fee to include an acquisition fee of \$540.*

- H. **Monthly Financial Report for January 2018** - *Action Requested – That the Committee recommend to the Board of Directors that they approve the Monthly Financial Report.*

- I. **Monthly Bills and Refund Register for January 2018** – *Action Requested – That the Committee recommend to the Board of Directors that they authorize payment of the Monthly Bills and Approve the Refund Register.*

- J. **Directors’ Comments**
Opportunity for the Committee to comment on items not listed on the agenda.

- K. **Adjournment**
Adjourn to the next scheduled meeting of the Finance Committee on March 12, 2018.