



REGULAR MEETING

Chico Area Recreation and Park District Board

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

Thursday, June 22, 2023 – 4:00 P.M.

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

Posted prior to 4:00 PM
Monday, June 19, 2023

BOARD MEMBERS

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

CARD STAFF

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

LEGAL COUNSEL

Jeff Carter

Zoom Meeting Information:

<https://card.zoom.us/j/81607636750?pwd=R1NNUkZPYi9ySGNsNVQ3OXh0U1hoZz09>

Meeting ID: 816 0763 6750

Passcode: 156857

A G E N D A

1. CALL TO ORDER

1.1. Roll Call

1.2. Closed Session Announcement

During the Board of Directors Meeting of May 25, 2023, the Board discussed in its Closed Session under Agenda Item 8 and reported out in public session the following: "The Board received information from General Manager Annabel Grimm on the creation of a new position classification and associated salary range. No action was taken."

2. CLOSED SESSION

Pursuant to Government Code Section 54957 – Public Employment compensation related to considering new classifications.

3. 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.

4. CONSENT AGENDA

4.1. Minutes of the Regular Meeting of the Board of Directors of May 25, 2023 -
Action Requested: Board of Directors approve the minutes.

4.2. Monthly Financial Report (Staff Report FI-23-020) - Action Requested: Board of Directors approve the Monthly Financial Report.

5. REGULAR AGENDA

5.1. Committee Report Out – Information provided/possible action

5.1.1. Facility Committee – no meeting since last Board meeting

5.1.2. Finance Committee

5.2. Establishing Appropriations Limits for Fiscal Year 2023-2024 (Staff Report FI-23-023) - Action Requested: Board of Directors adopt Resolution 23-011 establishing Appropriations Limits for the 2023-2024 Fiscal Year.

Establishing annual appropriation limits for Special Districts, as required by Proposition 4, authorizes a limit of funds to be spent by the District.

5.3. Public Hearing on the proposed Community Facilities District (CFD) No. 2023-01 (Park Maintenance) and a Future Annexation Area (Staff Report 23-029)

Opportunity for the public to appear and be heard regarding the proposed adoption of Resolution 23-012, forming CFD No. 2023-01 (Park Maintenance) and a Future Annexation Area.

5.4. Form Community Facilities District (CFD) No. 2023-01 and Levy Special Taxes Therein

Action Requested: Board of Directors consider Resolution 23-012, forming a CFD and

Future Annexation Area. Resolution 23-012 incorporates a map of the proposed boundaries of the CFD and a map of the future annexation area, states the services to be provided, the cost of providing such services, and the rate and method of apportionment of the special tax to be levied within the CFD.

5.5. Calling a Special Tax Election for Community Facilities District (CFD) No. 2023-01 (Park Maintenance) (Resolution 23-013)

Action Requested: Board of Directors consider

Resolution 23-013, calling for the Special Tax Election to authorize a special tax be levied within CFD No. 2023-01. A proposition to authorize the levy of special taxes within the CFD is to be submitted to the Qualified Electors of the CFD as required by the Mello-Roos Community Facilities Act of 1982.

5.6. Results and Direct Recording of Notice of Special Tax Election (Resolution 23-014)

Action Requested: Board of Directors consider Resolution 23-014, declaring the results of the Special Tax Election, Determining Validity of Prior Proceedings, and Directing Recording of Notice of Special Tax Lien for CFD No. 2023-01 (Park Maintenance). The District Clerk will tabulate the election ballots.

5.7. Resolution Levying Special Taxes within Community Facilities District (CFD) No. 2023-

01 (Resolution 23-015) Action Requested: Board of Directors consider Resolution 23-015 which authorizes and levies special taxes within the CFD No. 2023-01 (Park Maintenance) pursuant to the Mello-Roos Community Facilities Act of 1982 and in accordance with the Rate and Method of Apportionment of Special Tax.

5.8. Adopting the Final Budget for the Fiscal Year 2023-2024 (Staff Report FI-23-021)
Action Requested: Board of Directors consider Resolution 23-016, adopting the Final Budget for Fiscal Year 2023-2024.

5.9. Credit Card Policy (Staff Report FI-23-022) - *Action Requested: Board of Directors approve the updated Credit Card Policy.*
This policy will determine updated guidelines for credit card use by District staff.

5.10. Community Center Parking Lot ADA Updates Contract Award (Staff Report 23-030)
Action Requested: Board of Directors consider informal construction bids for the Community Center Parking Lot ADA Updates.

5.11. Items Removed from the Consent Agenda

6. NEW BUSINESS

6.1. Consideration of New Classification and Associated Pay Range (Staff Report 23-031)
Action Requested: Board of Directors adopt the new classification and associated pay range into the District salary schedule.

6.2. Retaining New District Counsel (Staff Report 23-032) *Information provided/possible action.*

The current District Counsel is retiring, and a new firm must be selected. District staff will explain the process of selecting a new District Counsel.

7. DIRECTOR COMMENTS

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

8. STAFF COMMENTS

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

Recreation Update (Staff Report 23-033)

Parks and Facilities Update (Staff Report 23-034)

General Manager Update (Staff Report 23-035)

9. ADJOURNMENT

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



REGULAR MEETING

Chico Area Recreation and Park District Board

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

Thursday, May 25, 2023– 4:00 P.M.

DRAFT

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

Board Members Absent: Michael Worley, Board Member

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

Legal Counsel Present: Jeff Carter, Attorney at Law

1. CALL TO ORDER

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

2. PUBLIC COMMENTS

3. CONSENT AGENDA

3.1. Minutes of the Regular Meeting of the Board of Directors of April 27, 2023.

3.2. Monthly Financial Report

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

The motion was unanimously approved.

Absent: Worley

4. REGULAR AGENDA

4.1. Committee Report Out – Information Provided

4.1.1. Facility Committee- no meeting

4.1.2. Finance Committee- major items are on the regular agenda

4.2. Public Hearing of Continuation of Landscape and Lighting Assessment Districts

The Board of Directors held a public hearing to consider all public comments related to this topic. There were no public comments.

M/S/C/ (Directors Lando/Donnan) Board of Directors adopted Resolution 23-009 which approves engineer's reports, confirms diagram and assessment, and orders the continuation of the levy of assessment for Fiscal Year 2023-24 for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscaping and Lighting Assessment Districts.

The motion was unanimously approved.

Absent: Worley

4.3. Public Hearing for the Budget for Fiscal Year 2023-24

The Board of Directors held a public hearing to consider all public comments related to this topic. There were no public comments.

M/S/C/ (Directors Lando/Norden) Board of Directors approved Version 2 of the budget and the Version will be reviewed in June.

The motion was unanimously approved.

Absent: Worley

4.4. Investment Policy

M/S/C/ (Directors Lando/Norden) Board of Directors approved the Investment of District Funds Policy.

The motion was unanimously approved.

Absent: Worley

5. NEW BUSINESS

5.1. Acquisition of Property for Park Development

The Board accepted the information from District staff.

5.2. Grant Application for Land and Water Conservation Fund

M/S/C/ (Directors Lando/Donnan) Board of Directors adopted Resolution 23-010 authorizing the District to apply for the Land and Water Conservation Fund (LWCF) Grant.

The motion was unanimously approved.

Absent: Worley

5.3. Garner Lane Land Acquisition

M/S/C/ (Directors Lando/Norden) Board of Directors accepted the Garner Lane Land Donation from Ken Grossman and Katie Gonser for the use of an Aquatic Recreation Center, with a covenant that the land would revert if the Aquatics Recreation Center is not developed.

The motion was unanimously approved.

Absent: Worley

6. DIRECTORS' COMMENTS

Lando expressed appreciation for the handling of the budget and the surplus.

7. STAFF COMMENTS

Anjie Goulding graduated from the LEAD program and made the District proud. Discussion revolved around the recession in Adult League registration for summer.

8. CLOSED SESSION

Pursuant to Government Code Section 54957 – Public Employment compensation related to considering new classifications.

The Board received information from General Manager Annabel Grimm on the creation of a new position classification and associated salary range. No action was taken.

9. ADJOURNMENT

Adjourned at 4:30 to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.



Chico Area Recreation and Park District Board of Directors

Staff Report FI-23-020
Finance Agenda C
Regular Agenda 4.2

STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Angie Carpenter, Finance Manager
SUBJECT: May 2023 - Monthly Financial Report

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

- The receivable amount on page 3 includes \$1,368,561 in capital project reimbursements. We received \$650K of it from the City of Chico, the balance is from Prop 68 grants.
- On page 3, liability amounts of \$134,810, \$114,869, and \$131,482 totaling \$381,162 are due to General Funds and will be moved next month.
- On page 4, the investment income of \$47K will be transferred to the general funds next month.
- The net income of the general funds on page 4 is negative \$466K due to the timing of reimbursements and receipt of property tax. The total net income is \$5, 047,810.
- The Finance Committee recommended investment strategies to maximize the interest income using CD and Money Market accounts. On page 5, \$2.5M was transferred into a new account with California CLASS, which is an investment pool for Special Districts.
- Page 6, other liabilities are up by \$580K due to deferred revenue primarily camp income that clears each week.
- Total revenue on page 9, is on pace to budget at 92.7%.

- On page 10, full-time salaries appear a little higher than pace because of the number of pay periods in the year. Salaries and benefits are trending overall lower than the benchmark.
- Operating expenses are 80.5% of the budget (noted on page 8). Services and supplies breakdowns are listed on page 11.
 - 'Uniform Apparel' is high because of the unpredictability of individual purchases and will likely be slightly over budget because the allocation was not adjusted to account for the new full-time park employees that were approved during this fiscal year.
 - 'Communications' is trending a bit high due to expenses incurred migrating to the new phone system. We are anticipating an adjustment once some credits are applied.
 - 'Technology Hardware' includes a 2021/22 expense for computers of \$14,600.
 - The equipment line contains about \$16,000 of prior year expenses for back-ordered tables and chairs. In addition to several one-time purchases of equipment and small tools to outfit the new Projects Crew.
 - 'Hospitality' is higher than budgeted due to the purchase of years of service recognition items. There were 11 staff with 10 years of service, 6 with 15 years, and 3 with 20 years.
 - The 'Professional Development', appear higher, however, it's combined with 'Travel' expenses.
 - 'Sewer' is higher than anticipated due to a rate high of nearly 50% in September.
- Fee-based program observations:
 - Aquatics is under due to the shortage of lifeguards this year and will possibly continue through the summer.
 - Classes changed the instructor's pay structure to independent contractors.
 - Adult Sports officials budgeted in part-time wages added together which equals 77%.
 - Recreation part-time wages are over budget due to increased service demand from Far Northern, which will be recovered once payment is received.



FINANCIAL STATEMENTS

FISCAL YEAR 2022/2023

MAY 2023

**CHICO AREA RECREATION AND PARK DISTRICT
FINANCIAL STATEMENTS - TABLE OF CONTENTS
MAY 2023**

SUMMARY - ALL FUNDS

BALANCE SHEET	3
EXECUTIVE SUMMARY	4

GENERAL FUND - FUND 2490

BALANCE SHEET	5
EXECUTIVE SUMMARY	8
REVENUE SUMMARY	9
SALARIES AND BENEFITS	10
SERVICES AND SUPPLY EXPENSE SUMMARY	11
CAPITAL ASSETS SUMMARY	12

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



	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
ASSETS							
CASH	12,845,869	6,956,668	427,219	22,676	41,552	182,526	20,476,617
FMV ADJUSTMENT (GENERAL FUND)	-	-	-	-	-	-	-
RECEIVABLES	1,368,561	-	38,000	-	-	-	1,406,561
DUE FROM OTHER FUNDS	381,162	4,119,360	-	-	-	-	4,500,522
TOTAL CURRENT ASSETS	14,595,592	11,076,028	465,219	22,676	41,552	182,526	26,383,701
PREPAID EXPENSES	-	-	-	-	-	-	-
FIXED ASSETS	43,280,933	-	-	-	-	-	43,280,933
ACCUMULATED DEPRECIATION	(17,367,737)	-	-	-	-	-	(17,367,737)
SUBTOTAL	25,913,197	-	-	-	-	-	25,913,197
TOTAL ASSETS	40,508,789	11,076,028	465,219	22,676	41,552	182,526	52,296,897
TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68	1,186,655	-	-	-	-	-	1,186,655
LIABILITIES							
ACCRUED EXPENSES	274,346	-	-	-	-	-	274,346
DUE TO OTHER FUNDS	4,119,360	-	-	134,810	114,869	131,482	4,500,522
OTHER LIABILITIES	1,978,048	-	-	-	-	-	1,978,048
TOTAL CURRENT LIABILITIES	6,377,271	-	-	134,810	114,869	131,482	6,758,433
LONG-TERM DEBT							
NET PENSION LIABILITY	657,142	-	-	-	-	-	657,142
LIABILITY FOR COMPENSATED ABSENCES	263,428	-	-	-	-	-	263,428
SUBTOTAL	920,570	-	-	-	-	-	920,570
TOTAL LIABILITIES	7,297,842	-	-	134,810	114,869	131,482	7,679,004
TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68	755,205	-	-	-	-	-	755,205
FUND BALANCE							
RESTRICTED	-	5,394,437	417,557	42	76	81,251	5,893,470
SPENDABLE - COMMITTED	2,500,000	-	-	-	-	-	2,500,000
SPENDABLE - ASSIGNED	-	-	-	-	-	-	-
SPENDABLE - UNASSIGNED	5,255,447	-	-	-	-	-	5,255,447
NON-SPENDABLE	26,351,721	-	-	-	-	-	26,351,721
FUND BALANCE	34,107,169	5,394,437	417,557	42	76	81,251	40,000,639
TOTAL NET INCOME (LOSS)	741,701	5,681,591	47,662	(112,176)	(73,393)	(30,207)	6,255,178
CURRENT YEAR NET INVESTMENT IN CAPITAL ASSETS	(1,207,973)						
TOTAL FUND BALANCE	33,640,897	11,076,028	465,219	(112,134)	(73,317)	51,044	45,047,843

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



	GENERAL FUND	ROTARY FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
REVENUE								
FEE BASED PROGRAM INCOME	3,301,444	-	-	-	-	-	-	3,301,444
OTHER INCOME	671,795	-	-	-	-	-	-	671,795
RDA PASSTHROUGH	1,705,747	-	-	-	-	-	-	1,705,747
INVESTMENT INCOME	38,697	107	42,135	2,747	231	428	1,483	85,829
TAX INCOME / COUNTY	4,005,580	-	-	-	-	-	-	4,005,580
PARK IMPACT FEES ASSESSMENTS	-	-	5,472,557	33,250	-	-	-	5,505,807
	-	-	-	-	22,403	41,048	97,285	160,735
TOTAL REVENUE	9,723,263	107	5,514,692	35,997	22,634	41,476	98,768	15,436,938
EXPENSE								
SALARIES & BENEFITS	6,040,125	-	-	-	115,422	90,879	115,422	6,361,849
SERVICES & SUPPLIES	2,360,395	-	-	-	19,388	23,990	16,060	2,419,833
CONTRIB. TO OTHER AGENCIES	9,997	-	-	-	-	-	-	9,997
TOTAL EXPENSE	8,410,517	-	-	-	134,810	114,869	131,482	8,791,679
NET REVENUE BEFORE SPECIAL EXPENSE	1,312,746	107	5,514,692	35,997	(112,176)	(73,393)	(32,715)	6,645,258
SPECIALLY ALLOCATED ITEMS								
DEPRECIATION	800,871	-	-	-	-	-	-	800,871
FAIR MARKET VALUE ADJUSTMENT	(229,827)	(498)	(166,899)	(11,665)	-	-	(2,507)	(411,395)
TOTAL SPECIALLY ALLOCATED	571,044	(498)	(166,899)	(11,665)	-	-	(2,507)	389,476
REVENUE OVER (UNDER)	741,701	605	5,681,591	47,662	(112,176)	(73,393)	(30,207)	6,255,783
CAPITAL ASSETS AND REPAIR PROJECTS								
CAPITAL / REPAIR PROJECTS	2,349,090	-	-	-	-	-	-	2,349,090
CAPTIAL PROJECTS REIMBURSEMENT	1,141,117	-	-	-	-	-	-	1,141,117
NET CAPITAL PROJECTS	(1,207,973)	-	-	-	-	-	-	(1,207,973)
TOTAL REVENUE OVER (UNDER) EXPENDITURES	(466,272)	605	5,681,591	47,662	(112,176)	(73,393)	(30,207)	5,047,810

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

	MAY 2023	MAY 2022	Increase (Decrease)	
			\$ Change	% Change
ASSETS				
CASH				
* CASH ON DEPOSIT WITH COUNTY (GENERAL FUND)	5,382,624	7,219,683	(1,837,060)	-25%
CASH ON DEPOSIT WITH COUNTY (COMMUNITY BAND)	1,066	2,186	(1,120)	-51%
CASH ON DEPOSIT WITH ROTARY FOUNDATION	-	501	(501)	-100%
CASH - GOLDEN VALLEY BANK	4,937,761	1,489,006	3,448,755	232%
CASH ON DEPOSIT WITH California CLASS (GENERAL F	2,500,355	-	2,500,355	-100%
PETTY CASH	800	800	-	0%
BANK SUSPENSE	23,263	1,052,197	(1,028,935)	-98%
SUBTOTAL	12,845,869	9,764,374	3,081,495	32%
RECEIVABLES				
ACCOUNTS RECEIVABLE	1,368,561	1,001,113	367,448	37%
RECEIVABLES	1,368,561	1,001,113	367,448	37%
DUE FROM OTHER FUNDS				
DUE TO GENERAL FUND FROM OTHER FUNDS	381,162	243,474	137,688	57%
TOTAL CURRENT ASSETS	14,595,592	11,008,961	3,586,632	33%
FIXED ASSETS				
LAND	11,634,791	11,634,791	-	0%
LAND IMPROVEMENTS	28,357,507	25,665,064	2,692,444	10%
LEASEHOLD IMPROVEMENTS	1,098,163	1,098,163	-	0%
EQUIPMENT	1,070,014	1,050,533	19,481	2%
EQUIPMENT - COMPUTERS	296,192	276,499	19,692	7%
EQUIPMENT - AUTOS	474,688	399,660	75,028	19%
** CONSTRUCTION IN PROGRESS	349,579	1,619,827	(1,270,248)	-78%
SUBTOTAL	43,280,933	41,744,537	1,536,397	4%
ACCUMULATED DEPRECIATION	(17,367,737)	(15,708,362)	(1,659,374)	11%
SUBTOTAL	25,913,197	26,036,174	(122,978)	0%
TOTAL ASSETS	40,508,789	37,045,135	3,463,654	9%
TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68	1,186,655	1,437,135	(250,480)	-17%

FOOTNOTES:

* General Fund Cash amount includes \$2,500,000 in Reserves

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

LIABILITIES	MAY 2023	MAY 2022	Increase (Decrease)	
			\$ Change	% Change
ACCOUNTS PAYABLE				
ACCRUED EXPENSES				
ACCRUED PAYROLL	243,563	156,666	86,897	0%
PAYROLL FEDERAL TAXES	18,126	12,307	5,818	47%
PAYROLL STATE TAXES	5,785	3,712	2,073	56%
PAYROLL EMPLOYEE MEDI & FICA	23,357	15,111	8,246	55%
PAYROLL EMPLOYER MEDI & FICA LIAB	23,190	14,944	8,246	55%
PAYROLL SDI	2,867	2,187	680	31%
PAYROLL GARNISHMENTS	(50,031)	(13,439)	(36,593)	272%
UNION DUES - SUPERVISORS	399	502	(103)	-21%
UNION DUES - PARKS	1,948	446	1,503	0%
457 EMPLOYEE CONTRIBUTIONS	3,977	4,902	(925)	-19%
457 ROTH EMPLOYEE CONTRIBUTIONS	1,525	-	1,525	0%
EMPLOYEE VOLUNTARY LIFE/AD&D	1,171	-	1,171	0%
ACCRUED EXPENSES	274345.58	195807.77	78537.81	0.40
DUE TO OTHER FUNDS				
DUE TO OTHER FUNDS FROM GENERAL FUND	4,119,360	-	4,119,360	0%
OTHER LIABILITIES				
BANK CHARGE CLEARING ACCOUNT	(195)	(117,778)	117,583	-100%
DEFERRED REVENUE	1,919,258	1,768,712	150,546	9%
OTHER LIAB - CLASS CLEARING ACCT	3,923	4,282	(359)	-8%
UNEARNED REVENUE	(0)	6,049	(6,049)	-100%
PREPAID FACILITY TRANSFER	(1,091)	-	(1,091)	0%
TIME EXPIRED HOLDING ACCT	8,403	7,903	500	6%
SUBTOTAL	1,978,048	1,718,543	259,505	15%
TOTAL CURRENT LIABILITIES	6,651,617	2,294,929	4,356,688	190%
LONG-TERM DEBT				
NET PENSION LIABILITY	657,142	2,673,147	(2,016,005)	-75%
LIABILITY FOR COMPENSATED ABSENCES	263,428	230,883	32,545	14%
SUBTOTAL	920,570	2,904,030	(1,983,460)	-68%
TOTAL LIABILITIES	7,572,187	5,198,959	2,373,228	46%
TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68	755,205	387,623	367,582	95%

FUND BALANCE

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

	MAY 2023	MAY 2022	Increase (Decrease)	
			\$ Change	% Change
SPENDABLE - COMMITTED				
SPENDABLE - COMMITTED - GENERAL RESERVE	2,500,000	2,000,000	500,000	25%
SUBTOTAL	2,500,000	2,000,000	500,000	25%
<hr/>				
SPENDABLE - UNASSIGNED	5,255,447	4,470,982	784,465	18%
NON-SPENDABLE	26,351,721	26,036,174	315,547	1%
TOTAL FUND BALANCE - GENERAL FUND	34,107,169	33,692,656	414,513	1%
NET INCOME (LOSS)				
GENERAL FUND	741,701	1,447,366	(705,665)	-49%
TOTAL LIABILITIES AND FUND BALANCE	43,176,262	40,726,604		
TOTAL NET INCOME (LOSS)	741,701	1,447,366	(705,665)	-49%
CURRENT YEAR NET INVESTMENT IN CAPITAL ASSETS	(1,207,973)	22,618	(1,230,591)	-5441%
TOTAL FUND BALANCE	33,640,897	35,117,404	(1,476,508)	-4%

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY
GENERAL FUND - FUND 2490
MAY 2023
REPRESENTS 92% OF THE YEAR

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
REVENUE								
FEE BASED PROGRAM INCOME	3,520,637	3,301,444	93.8%	219,193	3,030,341	2,756,003	90.9%	545,441
OTHER INCOME	664,865	671,795	101.0%	-	528,350	510,844	96.7%	160,951
RDA PASSTHROUGH	1,600,000	1,705,747	106.6%	-	1,540,000	1,593,211	103.5%	112,536
INVESTMENT INCOME	45,000	38,697	86.0%	6,303	40,000	28,338	70.8%	10,360
TAX INCOME / COUNTY BACKFILL TAX INCOME	4,655,000 -	4,005,580 -	86.0% 0.0%	649,420 -	4,178,000 -	4,222,868 14,859	101.1% 0.0%	(217,289) (14,859)
TOTAL REVENUE	10,485,502	9,723,263	92.7%	874,916	9,316,691	9,126,122	98.0%	597,141
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	7,320,959	6,040,125	82.5%	1,280,834	6,581,096	5,552,429	84.4%	487,696
SERVICES AND SUPPLIES	2,829,608	2,360,395	83.4%	469,213	2,570,458	2,085,784	81.1%	274,610
OPERATING TRANSFER OUT	267,934	-			113,529	-		
CONTRIB. TO OTHER AGENCIES	15,000	9,997	66.6%	5,003	15,000	-	0.0%	9,997
CONTINGENCIES	20,000	-	0.0%	20,000	25,000	-	0.0%	-
NOTES PAYABLE / LEASE PYMTS	-	-	0.0%	-	80,681	-	0.0%	-
TOTAL OPERATING EXPENDITURES	10,453,501	8,410,517	80.5%	1,775,050	9,385,764	7,638,213	81.4%	772,304
NET REVENUE BEFORE SPEC. EXP.	32,001	1,312,746		-	(69,073)	1,487,909		(175,164)
SPECIALLY ALLOCATED ITEMS								
DEPRECIATION	-	800,871	0.0%	-	-	-	0.0%	800,871
FAIR MARKET VALUE ADJUSTMENT	-	(229,827)	0.0%	229,827	-	40,543	0.0%	(270,369)
TOTAL SPECIALLY ALLOCATED	-	571,044	0.0%	229,827	-	40,543	0.0%	530,502
REVENUE OVER (UNDER) EXPENDITURES	32,001	741,701			(69,073)	1,447,366		(705,665)

CHICO AREA RECREATION AND PARK DISTRICT
REVENUE SUMMARY
GENERAL FUND - FUND 2490
MAY 2023
REPRESENTS 92% OF THE YEAR

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
FEE BASED PROGRAM INCOME								
AFTER SCHOOL & CAMP PROGRAMS								
AFTERSCHOOL	2,052,225	1,955,527	95.3%	96,698	1,593,933	1,681,697	105.5%	273,829
CAMPS	301,300	254,171	84.4%	47,129	266,690	249,177	93.4%	4,994
RECREATION ADMIN	15,000	48,235	321.6%	-	-	-	0.0%	-
SUBTOTAL	2,368,525	2,257,932	95.3%	143,828	1,860,623	1,930,875	103.8%	278,823
AQUATICS	160,570	61,940	38.6%	98,630	184,109	86,601	47.0%	(24,661)
CLASSES								
GENERAL CLASSES	147,260	173,094	117.5%	-	84,000	108,407	129.1%	64,687
COMMUNITY BAND	2,000	4,753	237.6%	-	1,000	2,571	257.1%	2,182
YOUTH CLASSES	65,000	44,096	67.8%	20,904	59,003	60,070	101.8%	(15,975)
SUBTOTAL	214,260	221,943	103.6%	20,904	144,003	171,048	118.8%	50,894
ADULT SPORTS	232,942	187,551	80.5%	44,699	233,995	174,954	74.8%	12,597
NATURE CENTER								
PROGRAM FEE INCOME	256,840	255,395	99.4%	1,445	188,560	153,608	81.5%	101,787
SUBTOTAL	256,840	255,395	99.4%	1,445	374,120	153,608	41.1%	101,787
OTHER PROGRAMS								
SCHOLARSHIPS	(25,000)	(5,027)	20.1%	-	(25,000)	(5,822)	23.3%	796
SPECIAL EVENTS	30,000	23,470	78.2%	6,530	6,900	-	0.0%	23,470
SENIOR ADULT PROGRAMS	32,500	14,629	45.0%	17,871	6,000	27,942	465.7%	(13,314)
YOUTH SPORTS	250,000	283,851	113.5%	-	245,591	216,798	88.3%	67,053
SUBTOTAL	287,500	316,683	110.2%	24,641	233,491	238,917	102.3%	77,766
TOTAL FEE BASED PROGRAMS	3,520,637	3,301,444	93.8%	379,537	3,030,341	2,756,003	90.9%	480,752
OTHER INCOME								
FACILITY RENTAL INCOME	444,865	414,648	93.2%	30,217	346,450	361,380	104.3%	53,268
REBATES & REIMBURSED COSTS	30,000	42,728	142.4%	-	30,000	99,995	333.3%	(57,267)
REIMBURSEMENTS - CITY PARKS	180,000	145,841	81.0%	34,159	141,900	18,195	12.8%	127,646
MISCELLANEOUS	-	20,116	0.0%	-	-	10,769	0.0%	9,347
ENDOWMENTS	10,000	10,698	107.0%	-	10,000	10,944	109.4%	(246)
DONATIONS	-	37,764	0.0%	-	-	9,559	0.0%	28,205
TOTAL OTHER INCOME	664,865	671,795	101.0%	64,376	528,350	510,844	96.7%	160,951
REVENUE FROM OTHER AGENCIES								
RDA PASSTHROUGH	1,600,000	1,705,747	106.6%	-	1,540,000	1,593,211	103.5%	112,536
INVESTMENT INCOME	45,000	38,697	86.0%	6,303	40,000	28,338	70.8%	10,360
TAX INCOME / COUNTY	4,655,000	4,005,580	86.0%	649,420	4,178,000	4,222,868	101.1%	(217,289)
TOTAL REVENUE FROM OTHER AGENCIES	6,300,000	5,750,023	91.3%	655,723	5,758,000	5,859,275	101.8%	(109,252)
TOTAL REVENUE	10,485,502	9,723,263	92.7%	1,099,636	9,316,691	9,126,122	98.0%	532,451

**CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY
GENERAL FUND - FUND 2490
MAY 2023
REPRESENTS 92% OF THE YEAR**

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
SALARIES							
FULL-TIME SALARIES	3,055,000	2,848,300	93.2%	2,640,000	2,462,894	93.3%	385,406
PART-TIME SALARIES	2,752,000	2,102,799	76.4%	2,419,334	1,915,196	79.2%	187,603
ACCUMULATED LEAVE	41,000	-	0.0%	41,000	-	0.0%	-
INSTRUCTORS	32,000	65,125	203.5%	53,541	65,163	121.7%	(38)
SUBTOTAL	5,880,000	5,016,224	85.3%	5,153,875	4,443,253	86.2%	572,971
BENEFITS							
FICA	445,000	382,843	86.0%	392,000	334,462	85.3%	48,380
RETIREMENT	629,000	461,914	73.4%	541,000	538,114	99.5%	(76,200)
HEALTH INSURANCE	565,400	390,720	69.1%	438,500	299,685	68.3%	91,035
UNEMPLOYMENT INSURANCE	30,000	3,185	10.6%	98,000	14,940	15.2%	(11,754)
WORKERS COMP INSURANCE	120,000	106,963	89.1%	152,000	146,862	96.6%	(39,900)
ALLOCATION TO OTHER FUNDS	(348,441)	(321,723)	92.3%	(194,279)	(224,887)	115.8%	(96,836)
SUBTOTAL	1,440,959	1,023,901	71.1%	1,427,221	1,109,176	77.7%	(85,274)
TOTAL SALARIES AND BENEFITS	7,320,959	6,040,125	82.5%	6,581,096	5,552,429	84.4%	487,696

**CHICO AREA RECREATION AND PARK DISTRICT
SERVICES AND SUPPLIES SUMMARY
GENERAL FUND - FUND 2490
MAY 2023
REPRESENTS 92% OF THE YEAR**

	2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget	2021-2022 BUDGET	2021-2022 YTD	2021-2022 % BUDGET	DIFF. BY YEAR
SERVICES AND SUPPLIES								
MARKETING	44,000	24,458	55.6%	19,542	30,000	11,040	36.8%	13,419
UNIFORM APPAREL	8,000	12,680	158.5%	-	7,000	7,515	107.4%	5,165
PROGRAM APPAREL	-	21,322	0.0%	-	-	-	0.0%	21,322
COMMUNICATIONS	52,358	62,767	119.9%	-	52,358	43,333	82.8%	19,433
* INSURANCE	270,000	292,512	108.3%	-	240,500	240,887	100.2%	51,625
TECHNOLOGY SOFTWARE	105,000	99,178	94.5%	5,822	-	-	0.0%	99,178
TECHNOLOGY HARDWARE	30,000	26,680	88.9%	3,320	20,000	22,036	110.2%	4,644
EQUIPMENT MAINTENANCE	23,250	29,536	127.0%	-	22,330	26,123	117.0%	3,413
EQUIPMENT	9,200	57,920	629.6%	-	14,621	17,543	120.0%	40,377
VEHICLE MAINTENANCE	18,000	21,288	118.3%	-	12,500	24,621	197.0%	(3,333)
STRUCTURE & GROUNDS	190,950	136,751	71.6%	54,199	178,100	128,418	72.1%	8,333
VANDALISM	5,460	2,324	42.6%	3,136	5,445	1,873	34.4%	451
SERVICES	292,200	282,006	96.5%	10,194	5,400	9,980	184.8%	281,551
** CONTRACT SERVICES	716,616	481,352	67.2%	235,264	827,000	679,629	82.2%	(198,277)
LEGAL NOTICES	1,000	676	67.6%	325	22,000	8,340	37.9%	(7,664)
RENT/LEASE STRUCTURES	2,000	1,500	75.0%	500	2,000	1,500	75.0%	-
SMALL TOOLS	3,900	16,443	421.6%	-	3,905	3,719	95.2%	12,724
PROFESSIONAL DEVELOPMENT	28,000	33,586	119.9%	-	33,500	24,811	74.1%	8,775
MISCELLANEOUS	10,000	7,718	77.2%	2,282	14,000	14,643	104.6%	(6,925)
SUPPLIES	366,540	242,565	66.2%	123,975	340,020	217,826	64.1%	24,610
HOSPITALITY	5,000	8,750	175.0%	-	5,000	2,315	46.3%	3,022
FUEL	50,000	45,804	91.6%	4,196	60,000	28,997	48.3%	16,807
TRANSPORTATION	3,700	1,980	53.5%	1,720	3,470	-	0.0%	1,980
DIST OFFICE BOARD MTG EXP	10,000	5,875	58.8%	4,125	10,000	8,400	84.0%	(2,525)
USE TAX	1,500	557	37.1%	943	1,500	24	1.6%	533
TRAVEL	10,000	4,540	45.4%	5,460	15,000	8,299	55.3%	(3,758)
SUBTOTAL	2,281,674	1,936,453	84.9%	484,317	1,925,649	1,531,872	79.6%	410,693
UTILITIES								
WATER	151,521	75,063	49.5%	76,458	97,955	95,047	97.0%	(19,984)
ELECTRICITY	309,072	261,069	84.5%	48,003	280,196	276,178	98.6%	(15,109)
GAS	79,992	77,250	96.6%	2,742	65,743	41,998	63.9%	35,252
SEWER	7,349	10,559	143.7%	-	6,400	6,846	107.0%	3,713
SUBTOTAL	547,934	423,941	77.4%	127,203	450,294	420,069	93.3%	3,872
TOTAL SERVICE & SUPPLY	2,829,608	2,360,395	83.4%	611,519	2,570,458	2,085,784	81.1%	290,117

* Insurance is paid in July for the Fiscal Year

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

**CHICO AREA RECREATION AND PARK DISTRICT
CAPITAL PROJECTS / FIXED ASSETS SUMMARY
MAY 2023
REPRESENTS 92% OF THE YEAR**

	ORIGINAL 2022-2023 BUDGET	REVISED 2022-2023 BUDGET	2022-2023 YTD	2022-2023 % BUDGET	Remaining Budget
CAPITAL PROJECTS					
ADA - COMPLETE TRANSITION PLAN	135,000	135,000	22,281	16.5%	112,719
HOOKE OAK SOFTBALL LIGHTING	890,000	890,000	799,264	89.8%	90,736
** HOOKE OAK BASKETBALL RESURFACE	35,400	73,900	64,300	87.0%	9,600
FIELDHOUSE HVAC	66,000	66,000	54,751	83.0%	11,249
POOL ROOM ROOF REPLACEMENT	48,000	48,000	36,060	75.1%	11,940
** ROTARY PARK BASKETBALL RESURFACE	35,400	73,900	75,988	102.8%	-
DISTRICT WIDE DEFERRED MAINTENANCE	140,000	140,000	135,448	96.7%	4,552
HOOKE OAK TOT LOT PLAYGROUND	192,000	192,000	-	0.0%	192,000
PETERSON PARK PLAYGROUND	198,240	198,240	-	0.0%	198,240
COMMUNITY PARK PICKLEBALL CONVERSION	84,000	84,000	82,700	98.5%	1,300
DFJ HVAC REPLACEMENT	550,000	379,647	379,647	100.0%	-
BOCCE BALL COURT	450,000	891,285	35,045	3.9%	856,240
OAK WAY PLAYGROUND - PROP 68	-	8,123	370	4.6%	7,753
DFJ CHAPMAN PARK RENOVATION	2,900,000	2,900,000	337,906	11.7%	2,562,094
COMMUNITY CENTER OVEN REPLACEMENT	-	26,256	24,906	94.9%	1,350
COMMUNITY PARK LIGHTS	-	30,000	-	-	30,000
SUBTOTAL CAPITAL PROJECTS	5,724,040	6,136,351	2,048,665	33.4%	4,089,773
FIELD/PROGRAM EQUIPMENT					
TRACTOR	102,000	102,000	75,747	74.3%	26,253
**** GATOR	15,000	15,000	-	0.0%	15,000
DECK MOWER	85,000	85,000	82,473	97.0%	2,527
FLOOR MACHINE	-	6,623	6,623	100.0%	-
SUBTOTAL FIELD/PROGRAM EQUIPMENT	202,000	208,623	164,843	79.0%	43,780
VEHICLES					
* ROVING CREW TRUCK	-	36,500	31,109	85.2%	5,391
PROJECT CREW TRUCK	65,000	65,000	52,693	81.1%	12,307
*** 1-TON TRUCK	60,000	60,000	51,780	86.3%	8,220
*** TRAILER	15,000	15,000	-	0.0%	15,000
SUBTOTAL VEHICLES	140,000	176,500	135,582	76.8%	40,918
TOTAL CAPITAL PROJECTS/FIXED ASSETS	6,066,040	6,521,474	2,349,090	36.0%	3,716,950

CAPITAL PROJECTS REIMBURSEMENT					
CPRS PLAYGROUND GRANT	150,000	150,000	-	0.0%	150,000
CHAPMAN PROP 68 GRANT FUNDING	2,900,000	2,900,000	369,583	12.7%	2,530,417
OAK WAY PROP 68 GRANT FUNDING	-	8,123	120,628	1485.0%	-
COMMUNITY PARK IMPACT FEE FUND	450,000	891,285	-	0.0%	891,285
GENERAL FUND UNASSIGNED FUND BALANCE	2,591,040	2,572,066	-	0.0%	2,572,066
ROTARY DONATIONS	-	-	-	0.0%	-
CITY OF CHICO - CENTENNIAL PARK	-	-	650,906	0.0%	-
TOTAL CAPITAL PROJECTS REIMBURSEMENT	6,091,040	6,521,474	1,141,117	17.5%	4,949,923

TOTAL EXPENSE (OVER) UNDER REIMBURSEMENTS	25,000	0	(1,207,973)	0.0%	1,232,973
--	---------------	----------	--------------------	-------------	------------------

* Roving Crew Truck budgeted and ordered in FY 2021/2022, received and paid in FY 2022/2023.
Budget should have been carried over.

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

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

CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2022-2023
May 2023
Month 11 and 92% of the Year

DESCRIPTION	2022-2023 Budget	May 2023	2022-2023 YTD	2022-2023 % of Budget	Remaining Budget	2021-2022 Budget	May 2022	2021-2022 YTD	2021-2022 % of Budget	YTD Difference by Year
AFTERSCHOOL										
INCOME	2,052,225	462,374	1,955,527	95%	96,698	1,593,933	306,971	1,681,697	106%	273,829
PART-TIME WAGES	(1,289,000)	(110,208)	(1,006,668)	78%	(282,332)	(926,759)	(106,312)	(909,510)	98%	(97,158)
SUPPLIES	(27,135)	(2,748)	(16,466)	61%	(10,669)	(34,500)	(3,730)	(20,537)	60%	4,071
TOTAL AFTERSCHOOL	736,090	349,419	932,392	127%	(196,302)	632,675	196,928	751,650	119%	180,742
CAMPS										
INCOME	301,300	1,260	254,171	84%	47,129	266,690	7,451	249,177	93%	4,994
PART-TIME WAGES	(98,600)	(1,855)	(94,112)	95%	(4,488)	(118,939)	(2,534)	(81,507)	69%	(12,605)
INSTRUCTORS	(2,000)	-	-	0%	(2,000)	(8,000)	-	-	0%	-
PROGRAM APPAREL	-	(10,213)	(12,072)	0%	12,072	-	-	-	0%	(12,072)
GENERAL SERVICES	-	-	(2,556)	0%	2,556	-	-	-	0%	(2,556)
CONTRACT SERVICES	(54,416)	-	(42,875)	79%	(11,541)	(41,025)	(609)	(61,521)	150%	18,646
SUPPLIES	(16,650)	(396)	(4,228)	25%	(12,422)	(16,970)	(9,864)	(13,662)	81%	9,434
HOSPITALITY	-	-	(22)	0%	22	-	-	-	0%	(22)
TRANSPORTATION	(2,800)	-	(1,540)	55%	(1,260)	(2,570)	-	-	0%	(1,540)
TOTAL CAMPS	126,834	(11,204)	96,765	76%	30,069	79,186	(5,556)	92,487	117%	4,279
AQUATICS										
INCOME	160,570	2,440	61,574	38%	98,996	171,409	6,366	86,601	51%	(25,027)
PART-TIME WAGES	(134,000)	(5,154)	(63,635)	47%	(70,365)	(124,912)	(1,659)	(56,040)	45%	(7,595)
UNIFORM APPAREL	-	-	(816)	0%	816	-	-	-	0%	(816)
SUPPLIES	(3,500)	(283)	(1,355)	39%	(2,145)	(5,650)	(676)	(1,566)	28%	210
TOTAL AQUATICS	23,070	(2,997)	(4,233)	-18%	27,303	40,847	2,093	27,057	66%	(31,289)
CLASSES										
INCOME	214,260	26,606	221,943	104%	(7,683)	144,003	20,116	171,048	119%	50,894
PART-TIME WAGES	(53,000)	(2,230)	(24,339)	46%	(28,661)	(17,541)	(3,327)	(27,178)	155%	2,839
INSTRUCTORS	(30,000)	-	(40,786)	136%	10,786	(52,800)	(6,227)	(63,225)	120%	22,439
CONTRACT SERVICES	(38,500)	(19,490)	(74,226)	193%	35,726	(18,000)	-	(16,062)	89%	(58,165)
SUPPLIES	(5,200)	(267)	(3,280)	63%	(1,920)	(4,750)	(915)	(3,330)	70%	50
TOTAL CLASSES	87,560	4,620	79,311	91%	8,249	50,912	9,646	61,253	120%	18,058
ADULT SPORTS										
INCOME	232,942	26,298	187,551	81%	45,391	233,995	26,371	174,954	75%	12,597
PART-TIME WAGES	(160,000)	(5,364)	(53,721)	34%	(106,279)	(96,445)	(5,769)	(38,049)	39%	(15,672)
OFFICIALS	-	(10,833)	(70,618)	0%	70,618	(2,880)	(6,460)	(49,042)	1703%	(21,575)
SUPPLIES	(25,650)	(4,288)	(13,150)	51%	(12,500)	(16,725)	(1,146)	(11,274)	67%	(1,876)
TOTAL ADULT SPORTS	47,292	2,993	45,880	97%	1,412	117,945	12,996	76,589	65%	(30,709)

CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2022-2023
May 2023
Month 11 and 92% of the Year

DESCRIPTION	2022-2023 Budget	May 2023	2022-2023 YTD	2022-2023 % of Budget	Remaining Budget	2021-2022 Budget	May 2022	2021-2022 YTD	2021-2022 % of Budget	YTD Difference by Year
YOUTH SPORTS										
INCOME	250,000	14,504	283,851	114%	(33,851)	245,591	9,995	216,798	88%	67,053
PART-TIME WAGES	(149,000)	(7,358)	(117,071)	79%	(31,929)	(128,295)	(6,037)	(89,276)	70%	(27,794)
GENERAL SERVICES	-	-	(125)	0%	125	-	-	-	0%	(125)
CONTRACT SERVICES	-	-	-	0%	-	-	-	(598)	0%	598
SUPPLIES	(32,950)	(1,815)	(26,684)	81%	(6,266)	(30,830)	(2,909)	(25,076)	81%	(1,609)
TOTAL YOUTH SPORTS	68,050	5,331	139,971	206%	(71,921)	86,466	1,049	101,848	118%	38,123
SENIOR PROGRAMS										
INCOME	32,500	2,306	14,629	45%	17,871	6,000	808	27,942	466%	(13,314)
PART-TIME WAGES	(1,600)	-	-	0%	(1,600)	-	-	-	0%	-
GENERAL SERVICES	(10,000)	230	(8,207)	82%	(1,793)	-	-	-	0%	(8,207)
CONTRACT SERVICES	(3,500)	-	-	0%	(3,500)	(4,000)	-	(9,327)	233%	9,327
SUPPLIES	(950)	-	(1,678)	177%	728	(200)	-	(1,773)	886%	95
TOTAL SENIOR PROGRAMS	16,450	2,536	4,744	29%	11,706	1,800	808	16,842	936%	(12,097)
SPECIAL EVENTS										
INCOME	30,000	1,000	19,427	65%	10,573	6,900	-	-	0%	19,427
GRANT INCOME	-	-	4,043	0%	(4,043)	-	-	-	0%	4,043
PART-TIME WAGES	-	-	-	0%	-	(22,716)	-	-	0%	-
MARKETING	-	-	(1,491)	0%	1,491	-	-	-	0%	(1,491)
GENERAL SERVICES	-	(3,028)	(19,827)	0%	19,827	-	-	-	0%	(19,827)
CONTRACT SERVICES	(4,000)	-	-	0%	(4,000)	(2,900)	-	-	0%	-
SUPPLIES	(16,000)	(3,402)	(11,630)	73%	(4,370)	(6,000)	(28)	(2,608)	43%	(9,022)
HOSPITALITY	-	-	(437)	0%	437	-	-	-	0%	(437)
TOTAL SPECIAL EVENTS	10,000	(5,430)	(9,915)	-99%	19,915	(24,716)	(28)	(2,608)	11%	(7,307)
NATURE CENTER										
INCOME	256,840	22,462	255,395	99%	1,445	188,560	17,576	153,608	81%	101,787
DONATIONS	-	-	2,533	0%	(2,533)	-	138	3,544	0%	(1,011)
ENDOWMENTS	10,000	-	10,698	107%	(698)	10,000	-	10,944	109%	(246)
PART-TIME WAGES	(193,800)	(11,944)	(140,111)	72%	(53,689)	(118,652)	(9,681)	(96,026)	81%	(44,084)
UNIFORM APPAREL	-	-	(317)	0%	317	-	-	-	0%	(317)
PROGRAM APPAREL	-	(5,317)	(9,250)	0%	9,250	-	-	-	0%	(9,250)
GENERAL SERVICES	-	-	(255)	0%	255	-	-	-	0%	(255)
CONTRACT SERVICES	(2,320)	-	(2,706)	117%	386	(3,400)	-	(934)	27%	(1,772)
SUPPLIES	(18,215)	(842)	(20,217)	111%	2,002	(13,855)	(4,390)	(13,572)	98%	(6,645)
HOSPITALITY	-	-	(68)	0%	68	-	-	-	0%	(68)
TRANSPORTATION	(900)	-	(440)	49%	(460)	(900)	-	-	0%	(440)
TOTAL NATURE CENTER	51,605	4,360	95,263	185%	(43,658)	61,753	3,643	57,564	93%	37,699

CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2022-2023
May 2023
Month 11 and 92% of the Year

DESCRIPTION	2022-2023 Budget	May 2023	2022-2023 YTD	2022-2023 % of Budget	Remaining Budget	2021-2022 Budget	May 2022	2021-2022 YTD	2021-2022 % of Budget	YTD Difference by Year
<u>FACILITY RENTAL</u>										
INCOME	444,865	53,764	414,648	93%	30,217	382,950	66,968	360,032	94%	54,616
PART-TIME WAGES	(70,000)	(8,676)	(59,332)	85%	(10,668)	(100,400)	(6,050)	(63,306)	63%	3,974
MARKETING	-	-	(1,012)	0%	1,012	-	-	-	0%	(1,012)
UNIFORM APPAREL	-	-	(273)	0%	273	-	-	-	0%	(273)
CONTRACT SERVICES	(10,000)	-	-	0%	(10,000)	(7,300)	-	(482)	7%	482
SUPPLIES	(7,500)	-	(2,062)	27%	(5,438)	30,750	8,838	25,434	83%	(27,496)
HOSPITALITY	-	-	(141)	0%	141	(9,200)	-	(392)	4%	251
TOTAL FACILITY RENTAL	357,365	45,088	351,828	98%	5,537	296,800	69,756	321,286	108%	30,542
<u>RECREATION - MISC. & ADMIN</u>										
INCOME	(10,000)	6,364	47,905	-479%	(57,905)	(25,000)	125	(2,245)	9%	50,149
FULL-TIME WAGES	(761,000)	(53,097)	(587,302)	77%	(173,698)	(607,000)	(44,040)	(492,370)	81%	(94,932)
PART-TIME WAGES	(58,000)	(11,106)	(81,127)	140%	23,127	-	(7,957)	(100,515)	0%	19,387
OVERTIME/ACL	(10,000)	-	-	0%	(10,000)	(10,000)	-	-	0%	-
SUPPLIES	(5,000)	(96)	(126)	3%	(4,874)	-	-	(118)	0%	(7)
TOTAL RECREATION - MISC. & ADMIN	(844,000)	(57,934)	(620,651)	74%	(223,349)	(642,000)	(51,871)	(595,248)	93%	(25,403)
TOTAL PROGRAM SUMMARY	680,316	336,781	1,111,356	163%	(431,040)	701,668	239,463	908,719	130%	202,637

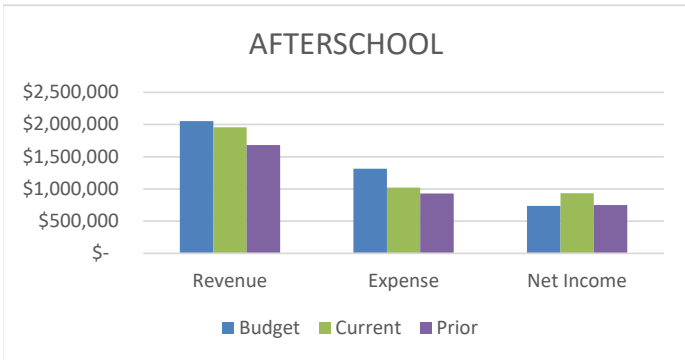
**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2022-2023**

**May 2023
92% of the Year**

AFTERSCHOOL

Budgeted Revenues: 95%
Budgeted Expenses: 78%
Net Income: \$932,392 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 2,052,225	\$ 1,955,527	\$ 1,681,697
EXPENSES	\$ 1,316,135	\$ 1,023,135	\$ 930,048

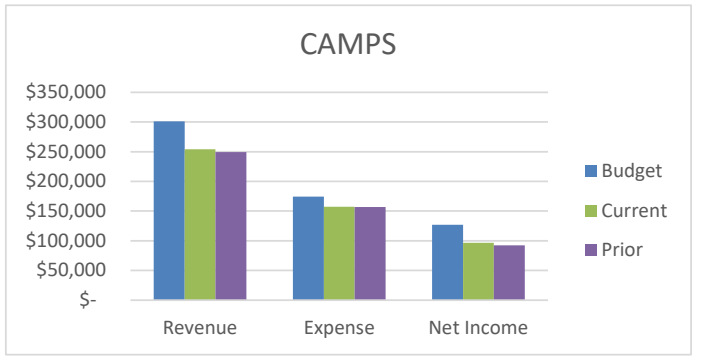


CAMPS

Budgeted Revenues: 84%
Budgeted Expenses: 90%
Net Income: \$96,765 over last year

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

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 301,300	\$ 254,171	\$ 249,177
EXPENSES	\$ 174,466	\$ 157,406	\$ 156,691

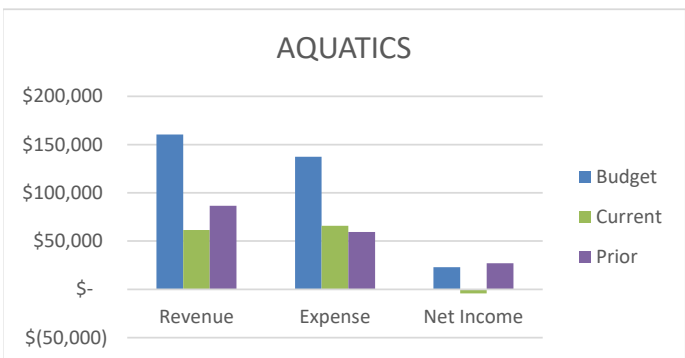


AQUATICS

Budgeted Revenue: 38%
Budgeted Expenses: 48%
Net Income: \$4,233 under last year

The lifeguard shortage at Sycamore Pool prevented services.

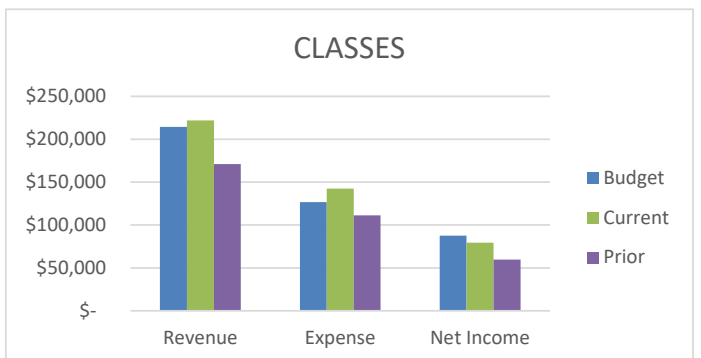
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 160,570	\$ 61,574	\$ 86,601
EXPENSES	\$ 137,500	\$ 65,806	\$ 59,544



CLASSES

Budgeted Revenue: 104%
Budgeted Expenses: 113%
Net Income: \$79,311 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 214,260	\$ 221,943	\$ 171,048
EXPENSES	\$ 126,700	\$ 142,632	\$ 111,339



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

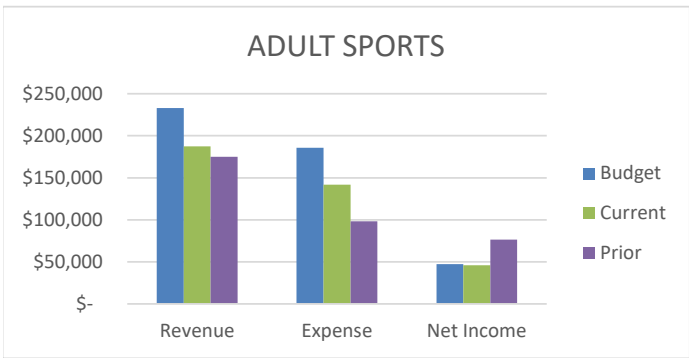
**May 2023
92% of the Year**

ADULT SPORTS

Budgeted Revenue: 81%
Budgeted Expenses: 76%
Net Income: \$45,880 over last year

Decreased participation and increased staffing costs have affected net income.

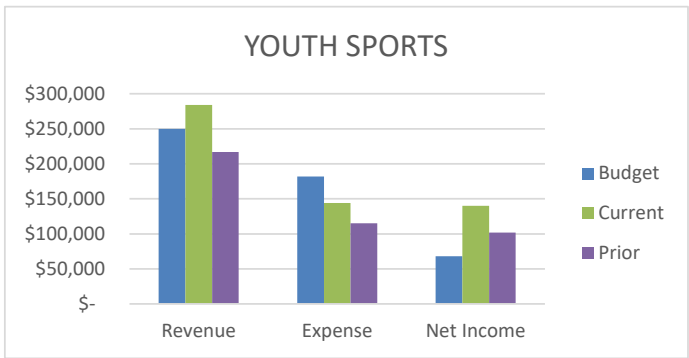
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 232,942	\$ 187,551	\$ 174,954
EXPENSES	\$ 185,650	\$ 141,672	\$ 98,365



YOUTH SPORTS

Budgeted Revenue: 114%
Budgeted Expenses: 79%
Net Income: \$139,971 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 250,000	\$ 283,851	\$ 216,798
EXPENSES	\$ 181,950	\$ 143,880	\$ 114,950

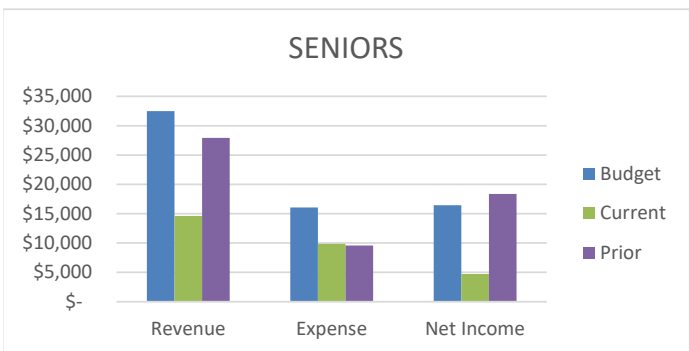


SENIORS

Budgeted Revenue: 45%
Budgeted Expenses: 62%
Net Income: \$4,744 over last year

The timing of trips and tours has skewed in comparison to the prior year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 32,500	\$ 14,629	\$ 27,942
EXPENSES	\$ 16,050	\$ 9,884	\$ 9,557

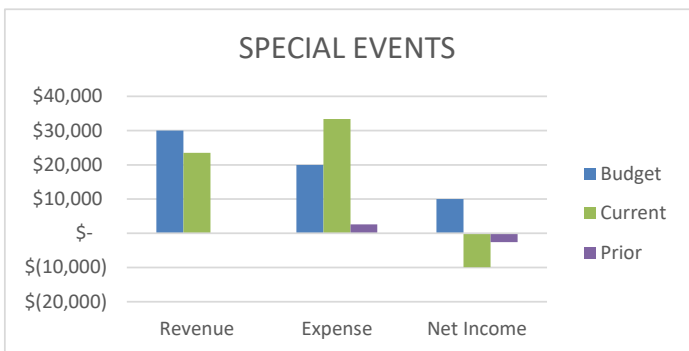


SPECIAL EVENTS

Budgeted Revenue: 78%
Budgeted Expenses: 167%
Net Income: \$9,915 under last year

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

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 30,000	\$ 23,470	\$ -
EXPENSES	\$ 20,000	\$ 33,385	\$ 2,608



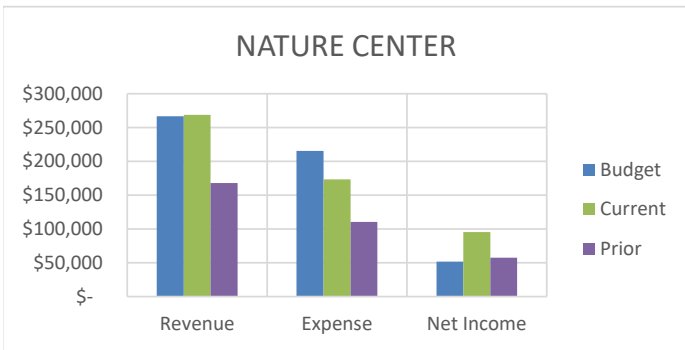
**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2022-2023**

**May 2023
92% of the Year**

NATURE CENTER

Budgeted Revenue: 101%
Budgeted Expenses: 81%
Net Income: \$95,263 over last year

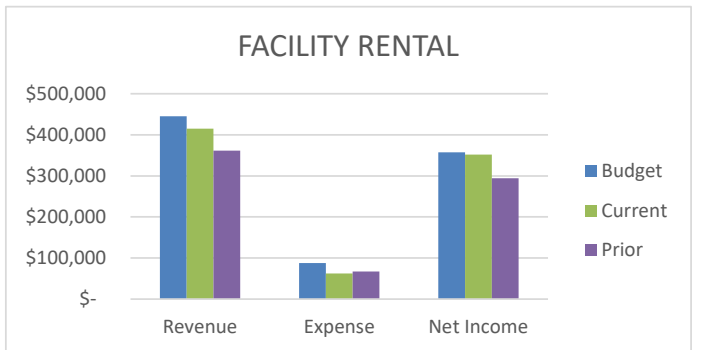
	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 266,840	\$ 268,626	\$ 168,096
EXPENSES	\$ 215,235	\$ 173,363	\$ 110,533



FACILITY RENTAL

Budgeted Revenue: 93%
Budgeted Expenses: 72%
Net Income: \$352,644 over last year

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 444,865	\$ 414,648	\$ 361,380
EXPENSES	\$ 87,500	\$ 62,679	\$ 67,425





Chico Area Recreation and Park District Board of Directors

Staff Report FI-23-023
Finance Agenda D
Regular Agenda 5.1

STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Angie Carpenter, Finance Manager
SUBJECT: Establishing Appropriations Limits for the 2023-24 Fiscal Year

DISCUSSION:

In 1979, California voters approved Proposition 4 (Article XIII-B of the California State Constitution). Informally known as the "Gann Initiative", Article XIII-B provides limits to the amount of tax proceeds state and local governments can spend each year.


The annual limit is based on the amount of tax proceeds that were authorized to be spent in the fiscal year 1978-79, modified for changes in inflation and population. The inflationary and population factors are provided by the California Department of Finance annually.

For the fiscal year 2023-2024, the estimated tax proceeds appropriated by CARD in the budget are under the appropriation limit. The proposed appropriation limit for the fiscal year 2023-2024 is \$15,227,886. This is the maximum amount of tax proceeds the District can appropriate and spend in the fiscal year. The appropriations subject to the limit is \$7,027,677, leaving the District with an appropriations capacity of \$8,200,209.

Section 7910 of the State Government Code requires a governing body to annually adopt by resolution an appropriations limit. The limit is reviewed annually as part of the annual financial audit. A spreadsheet is attached reflecting the calculation of the appropriations limit. Correspondence from the California Department of Finance is also attached reflecting the current year's inflationary and population factors.

RECOMMENDATION:

It is recommended that the Board of Directors adopt Resolution 23-11 of the Board of Directors of the Chico Area Recreation and Park District establishing Appropriations Limits for the 2023-2024 Fiscal Year at \$15,227,886.



CHICO AREA RECREATION AND PARK DISTRICT
PUBLIC HEARING REPORT
COMMUNITY FACILITIES DISTRICT No. 2023-01
(PARK MAINTENANCE)

JUNE 2022

PREPARED FOR:

BOARD OF DIRECTORS
CHICO AREA RECREATION AND PARK DISTRICT

PREPARED BY:



SCI Consulting Group
4745 MANGLES BOULEVARD
FAIRFIELD, CALIFORNIA 94534
707.430.4300
www.sci-cg.com

(THIS PAGE INTENTIONALLY LEFT BLANK)

CHICO AREA RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

Michael McGinis, Chair
Dave Donnan, Vice Chair
Tom Lando, Director
Christopher Norden, Director
Michael Worley, Director

GENERAL MANAGER / DISTRICT CLERK

Annabel Grimm

PARKS AND FACILITIES MANAGER

Scott Schumann

BUSINESS SERVICES MANAGER

Holli Drobny

FINANCE MANAGER

Angela Carpenter

SPECIAL TAX CONSULTANT

Blair Aas, SCI Consulting Group

(THIS PAGE INTENTIONALLY LEFT BLANK)

TABLE OF CONTENTS

INTRODUCTION 1

DESCRIPTION OF CFD BOUNDARIES AND FUTURE ANNEXATION AREA..... 2

DESCRIPTION OF SERVICES AND MAXIMUM ANNUAL COST..... 3

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX..... 4

OVERVIEW OF THE PROPOSED CFD SPECIAL TAX..... 5

USE OF SPECIAL TAX PROCEEDS..... 5

ANNUAL SPECIAL TAX FORMULA..... 5

ANNUAL INFLATIONARY ADJUSTMENT 6

PREPAYMENT OF SPECIAL TAX 6

DURATION OF THE SPECIAL TAX 6

MANNER OF COLLECTION..... 6

ANNUAL REPORT... .. 6

EXHIBIT A – PROPOSED BOUNDARIES OF CFD AND FUTURE ANNEXATION AREA 7

EXHIBIT B – DESCRIPTION OF LANDOWNER PROPERTIES..... 10

EXHIBIT C – DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD 11

EXHIBIT D – RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX 12

TABLE OF FIGURES

FIGURE 1 – ESTIMATE OF MAXIMUM ANNUAL COST.....	3
FIGURE 2 – MAXIMUM ANNUAL SPECIAL TAX.....	4

INTRODUCTION

The Chico Area Recreation and Park District (“District”) is proposing the formation of a Community Facilities District (“CFD”), the establishment of a future annexation area, and the levy of an annual special tax on certain property in the Meriam Park development (Tax Zone No. 1), in order to provide funding for certain services.

The purpose of the CFD will be to fund the annual operation, maintenance, and servicing, including repair and replacement of parks, trails and recreation facilities, storm drainage facilities, landscape corridors, wetlands, and open space areas; security patrols, and any authorized incidental expenses. The services to be funded by the CFD are in addition to those provided in the territory of the CFD before the date of creation of the CFD and will not supplant services already available within that territory when the CFD is created. Special tax revenue generated from a tax zone shall be expended as indicated in the landowner’s petition to the District.

On April 27, 2023, the District Board of Directors (“Board”) adopted Resolution No. 2023-019 declaring its intention to establish a CFD and future annexation area, authorize the levy of the special tax therein, and scheduled a public hearing on the matter for June 22, 2023.

This Public Hearing Report (“Report”) was prepared pursuant to California Government Code § 53321.5. The purpose of this Report is to provide the following information at the public hearing:

- Describe the Services to be funded by the CFD; and
- Provide an estimate of the fair and reasonable cost of the Services and incidental expenses for the CFD.

Four important exhibits are attached to this Report. Exhibit A shows the proposed boundaries of the CFD and the future annexation area. Exhibit B is the description of landowner property(ies) included in the formation of the proposed CFD, Tax Zone No. 1. Exhibit C describes the services that will be financed by the proposed CFD. Exhibit D details the rate and method of apportionment of the proposed special tax.

DESCRIPTION OF CFD BOUNDARIES AND FUTURE ANNEXATION AREA

The boundaries of CFD No. 2023-01 and the Future Annexation Area are described in Exhibit "A," a reduced scale map entitled "Map of Proposed Boundaries of Community Facilities District No. 2023-01." The parcels of real property within the CFD are described more particularly on the assessor's parcel maps that are on file in the Office of the Butte County Assessor or on maps filed with the County Recorder in connection with lot line adjustments and are incorporated into this Report by reference. Exhibit B lists the landowner(s) and their respective assessor's parcel number(s) that will participate in the formation.

Full-scale maps are on file in the Office of the District Clerk and were recorded on May 30, 2023, as Document No. 2023-0014229, and filed in Book 10 of Maps of Assessment and Community Facilities District at Pages 59 and 60 in the office of the County Recorder for the County of Butte, State of California, which maps are the final boundary map of the CFD and future annexation areas.

DESCRIPTION OF SERVICES AND MAXIMUM ANNUAL COST

The CFD will fund the annual operation, maintenance, and servicing, including repair and replacement of parks, trails and recreation facilities, storm drainage facilities, landscape corridors, wetlands, and open space areas; any incidental expenses authorized by the Act.

The Special Tax will fund Services in addition to those provided in or required for the territory within the CFD and will not replace Services already available. The list of authorized Services to be funded by the CFD is further described in Exhibit C.

As shown in Figure 1 below, the total maximum annual costs (in 2023 dollars) for the Services required to meet the needs of Tax Zone No. 1 at buildout are estimated to be \$40,450 annually. The cost for annual CFD administration is estimated to be \$4,500 annually.

FIGURE 1 – ESTIMATE OF MAXIMUM ANNUAL COST - TAX ZONE NO. 1 (MERIAM PARK)

Cost Component	Maximum Annual Services Cost (2023\$)
Park Maintenance Services (1.07 acres)	\$35,950
CFD Administrative Expense	\$4,500
Cost Contingency (10%)	\$4,100
Total Maximum Annual Cost	\$44,550

Sources: Chico Area Recreation and Park District; SCI Consulting Group

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

The special taxes within the CFD will be levied according to formulas and provisions of the Rate and Method of Apportionment of Special Tax (the "RMA"), which is attached as Exhibit D. As shown in Figure 2 below, the maximum special tax rate for Tax Zone No. 1 is \$632 per taxable acre.

FIGURE 2 – MAXIMUM ANNUAL SPECIAL TAX - TAX ZONE NO. 1 (MERIAM PARK)

	Maximum Special Tax Rates Cost (2023\$)
Total Maximum Annual Cost	\$44,550
Total Estimated Future Taxable Acres	70.50
Total Maximum Tax (Per Taxable Acre)	\$632

Sources: Chico Area Recreation and Park District; SCI Consulting Group

OVERVIEW OF THE PROPOSED CFD SPECIAL TAX

This section provides an overview of the structure and administration procedures of the CFD Special Tax. The specific administrative requirements are detailed in Exhibit C - Description of Services to be funded by the CFD and Exhibit D – Rate and Method of Apportionment of the Special Tax.

USE OF SPECIAL TAX PROCEEDS

The special tax will be used solely for the following:

1. The annual operation, maintenance, and servicing, including repair and replacement of parks, trails and recreation facilities, storm drainage facilities, landscape corridors, wetlands, and open space areas; and security patrols; and
2. Any incidental expenses authorized by the Act, including the costs associated with the annual administration of the CFD; and
3. Any other miscellaneous or incidental services identified by the District necessary to provide the described services, including the collection and accumulation of funds to pay for anticipated services, future repairs and replacements, and cost shortfalls.

The services are necessary to meet increased demands placed upon the District as a result of development occurring in the CFD. The special tax will fund Services that are in addition to those provided in or required for the territory within the CFD and will not be replacing services already available.

ANNUAL SPECIAL TAX FORMULA

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

If additional revenues are needed to provide the services, pay anticipated administrative expenses, or cure any delinquencies in the payment of special taxes which have occurred in the prior fiscal year, or pay for reasonably anticipated delinquent special taxes based on the delinquency rate for special Taxes levied in the previous fiscal year, the annual special tax shall be levied proportionately on each assessor's parcel of undeveloped property up to one hundred percent of the maximum special tax for undeveloped property.

ANNUAL INFLATIONARY ADJUSTMENT

The maximum CFD special tax will be annually adjusted for inflation-based percentage increase during the preceding year in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-San Jose area ("CPI-U"), as published by the U.S. Department of Labor, Bureau of Labor Statistics, or 4 percent, whichever is greater. If the CPI-U at any time is no longer available, then a comparable economic indicator, as reasonably determined by District, shall be used.

PREPAYMENT OF SPECIAL TAX

Prepayment of the CFD special tax is not authorized.

DURATION OF THE SPECIAL TAX

The CFD special tax will be levied and collected annually in perpetuity or until the District determines it no longer needs the special tax proceeds to fund the authorized services of the CFD.

MANNER OF COLLECTION

The special tax will be collected in the same manner and at the same time as ad valorem property taxes. At the District's option, the special tax may be billed directly to property owners.

ANNUAL REPORT

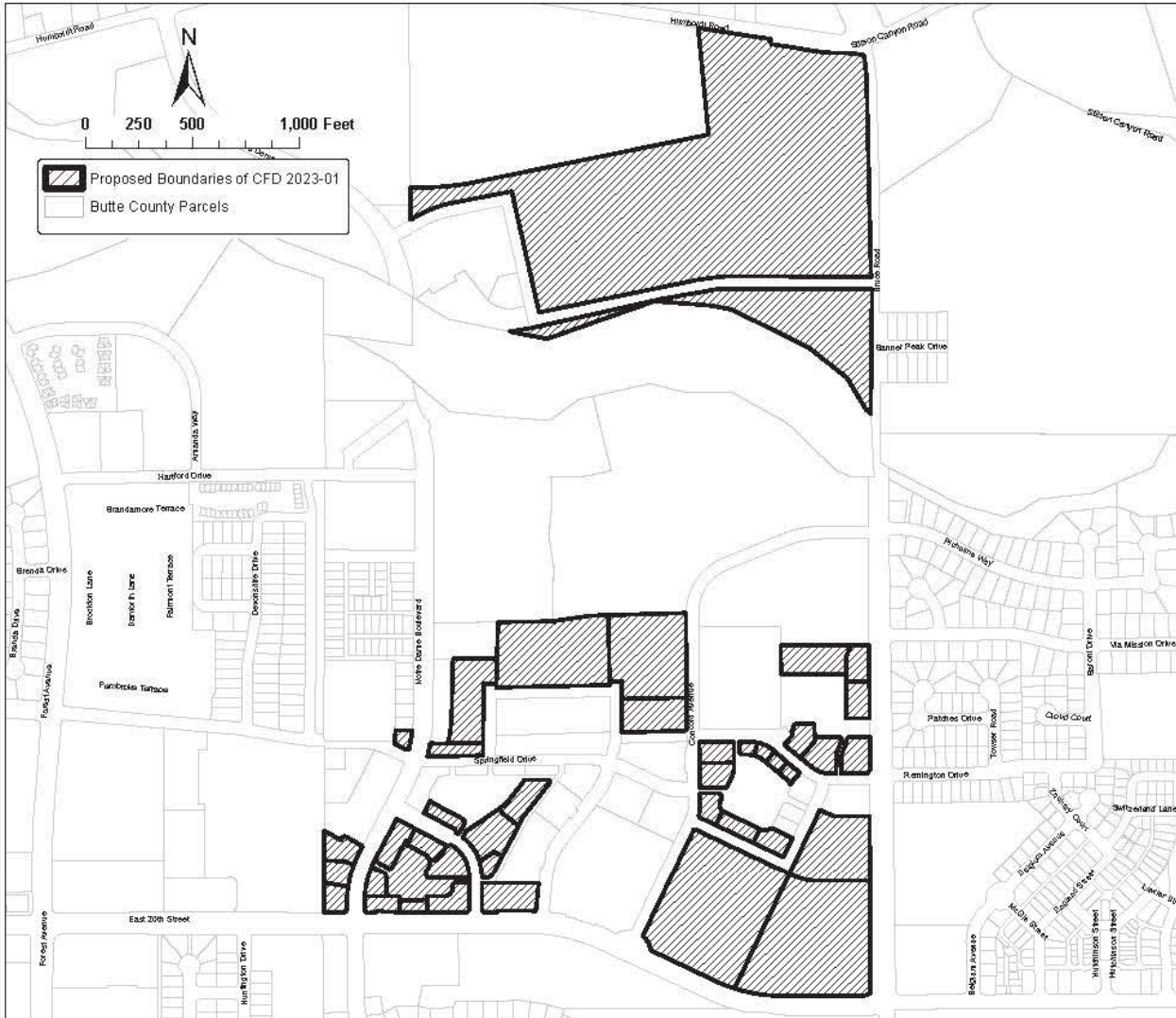
The General Manager, or his or her designee, will file a report with the Board no later 120 days after the last day of each fiscal year in accordance with Government Code § 53343.1. No annual report will be necessary until the special tax is first levied. In general, the annual report shall contain (a) the amount of special taxes collected for the year; (b) the amount of special tax proceeds expended for Services and with an identification of the categories of each type of service funded with amounts expended in each category; (c) the amount of special tax proceeds expended on administrative and other incidental costs; (d) and other information required by the Act.

EXHIBIT A – PROPOSED BOUNDARIES OF CFD AND FUTURE ANNEXATION AREA

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

The boundaries of CFD No. 2023-01 include all land on which the Special Tax may be levied. A reduced scale map showing the boundaries of CFD No. 2023-01 and a map of the future annexation area is provided herein.

Full-scale maps are on file in the Office of the District Clerk and were recorded on on May 30, 2023, as Document No. 2023-0014229, and filed in Book 10 of Maps of Assessment and Community Facilities District at Pages 59 and 60 in the office of the County Recorder for the County of Butte, State of California, which maps are the final boundary map of the CFD and future annexation areas.



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

County of Butte

CLERK'S MAP FILING STATEMENT

FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT THIS _____ DAY OF _____, 2023.

CLERK OF THE BOARD

CLERK'S MAP CERTIFICATE

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

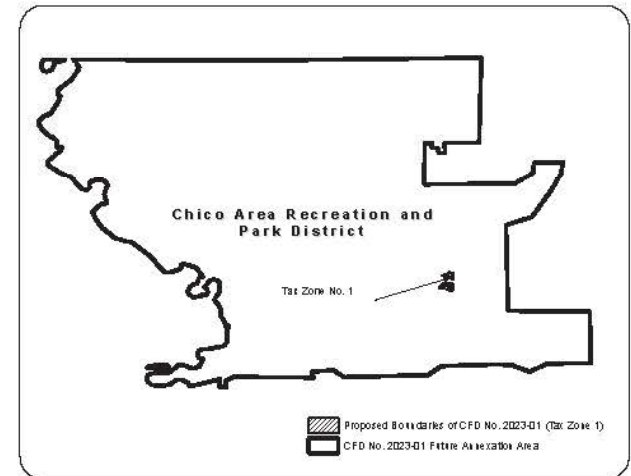
CLERK OF THE BOARD

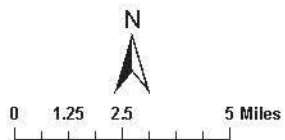
RECORDER'S CERTIFICATE

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

COUNTY RECORDER, COUNTY OF BUTTE

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





Tehama

Glenn






CHICO AREA RECREATION AND PARK DISTRICT

TAX ZONE NO. 1



TAX ZONE NO. 1

-  CFD No. 2023-01 Future Annexation Area
-  CFD NO. 2023-01 (Tax Zone No. 1)
-  Counties

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

County of Butte
State of California

EXHIBIT B – DESCRIPTION OF LANDOWNER PROPERTIES

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

<u>Assessor's Parcel Number</u>	<u>Acres</u>	<u>Property Owner</u>
002-690-019-000	0.80	A301 BUILDING LLC
002-180-224-000	0.46	BLUE HOUR PROPERTIES LLC
002-180-180-000	6.89	ENLOE MEDICAL CENTER
002-180-181-000	6.49	ENLOE MEDICAL CENTER
002-700-001-000	0.38	GONZALES DEVELOPMENT CO LLC
002-700-002-000	0.35	GONZALES DEVELOPMENT CO LLC
002-710-007-000	0.12	GONZALES DEVELOPMENT CO LLC
002-700-006-000	0.11	GONZALES DEVELOPMENT COMPANY LLC
002-700-007-000	0.11	GONZALES DEVELOPMENT COMPANY LLC
002-700-008-000	0.11	GONZALES DEVELOPMENT COMPANY LLC
002-700-009-000	0.11	GONZALES DEVELOPMENT COMPANY LLC
002-700-010-000	0.34	GONZALES DEVELOPMENT COMPANY LLC
002-700-012-000	0.32	GONZALES DEVELOPMENT COMPANY LLC
002-690-034-000	0.37	GFR LLC
002-690-037-000	1.12	GFR LLC
002-180-205-000	2.26	MPH COMPANY LLC
002-180-211-000	0.38	BLUE HOUR PROPERTIES LLC
002-180-212-000	0.42	MPH COMPANY LLC
002-180-213-000	0.47	MPH COMPANY LLC
002-180-214-000	0.50	MPH COMPANY LLC
002-180-215-000	0.33	MPH COMPANY LLC
002-180-217-000	42.98	MP NORTH FORK
002-700-011-000	0.41	MPH COMPANY LLC
002-690-003-000	0.53	TANK DISTRICT LLC
002-690-012-000	0.27	TANK DISTRICT LLC
002-690-042-000	0.81	TANK DISTRICT LLC
002-690-043-000	0.17	TANK DISTRICT LLC
002-690-044-000	0.46	TANK DISTRICT LLC
002-690-045-000	0.17	TANK DISTRICT LLC
002-690-046-000	0.26	TANK DISTRICT LLC
002-690-047-000	0.24	TANK DISTRICT LLC
002-690-048-000	0.44	TANK DISTRICT LLC
002-690-049-000	0.33	TANK DISTRICT LLC
002-690-050-000	0.49	TANK DISTRICT LLC
002-690-051-000	1.27	TANK DISTRICT LLC
002-710-058-000	0.43	TANK DISTRICT LLC
002-710-059-000	0.33	TANK DISTRICT LLC
002-710-060-000	0.33	TANK DISTRICT LLC
002-690-033-000	1.55	THE MP BLOCKS LLC
002-690-035-000	3.85	THE MP BLOCKS LLC
002-690-036-000	3.22	THE MP BLOCKS LLC

EXHIBIT C – DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD

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

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

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

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

EXHIBIT D – RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

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

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

A. DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

"City" means the City of Chico, California.

"County" means the County of Butte, California.

"County Assessor" means the Butte County Assessor.

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

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

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

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

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

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

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

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

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

"Residential Unit" means each separate residential dwelling unit on an Assessor's Parcel that comprises an independent facility capable of conveyance or rental as distinct from adjacent residential dwelling units. An accessory residential dwelling unit that shares a Parcel with a Single Family Detached Residential Unit shall not be considered as a Residential Unit for the purposes of this RMA.

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

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

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

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

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

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

"State" means the State of California.

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

"Tax-Exempt Property" means any Parcel within the CFD which is Owners Association Property or Public Property.

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

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

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

B. DETERMINATION OF MAXIMUM SPECIAL TAX

The Maximum Special Tax shall be calculated as follows:

1. **Classification of Parcels.** Each Fiscal Year, using the Definitions above and the Parcel records of the County Assessor's Secured Tax Roll of July 1, the District shall cause each Parcel of land in the CFD to be classified as Taxable Property and Tax-Exempt Property. Taxable Property may be further classified as Developed Residential Property and Undeveloped Property. Developed

Residential Property may be further classified as Single-Family Detached Property, Single-Family Attached Property, and Multifamily Property.

2. **Assignment of Maximum Special Tax.** Each Fiscal Year, the Base Year Maximum Tax shown below shall be escalated as specified in Section C, Annual Adjustment of Maximum Special Tax, to determine the Maximum Special Tax for the upcoming Fiscal Year for each Land Use Classification in a Tax Zone. A different Maximum Special Tax Rate may be identified in Tax Zones added to the CFD as a result of future annexations.

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

Land Use Classification	Base Year Maximum Tax
Taxable Property	\$632 per Acre

3. **Conversion of a Tax-Exempt Property to a Taxable Property.** If a Tax-Exempt Property is not needed for public use and is converted to private use, it shall become subject to the Special Tax.

C. ANNUAL ADJUSTMENT OF MAXIMUM SPECIAL TAX

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

D. DETERMINATION OF THE ANNUAL SPECIAL TAX

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

If additional revenues are needed to provide 1) the Services; 2) pay anticipated Administrative Expenses; 3) pay any amounts required to establish or replenish any reserve funds, and 4) cure any delinquencies in the payment of Special Taxes which have occurred in the prior Fiscal Year or pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year, the Annual Special Tax shall be levied Proportionately on each Assessor's Parcel of Undeveloped Property up to one hundred percent of the Maximum Special Tax for Undeveloped Property.

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

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

E. DURATION OF THE SPECIAL TAX

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

F. PREPAYMENT OF SPECIAL TAX

Prepayment of the Special Tax is not authorized.

G. APPEALS AND INTERPRETATION PROCEDURE

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

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

H. COLLECTION OF THE SPECIAL TAX

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

I. ANNEXATION OF TERRITORY

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

(THIS PAGE INTENTIONALLY LEFT BLANK)



**RESOLUTION 23-012 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

June 22, 2023

RESOLUTION TO FORM A COMMUNITY FACILITIES DISTRICT
AND TO LEVY SPECIAL TAXES THEREIN

**Community Facilities District No. 2023-01
(Park Maintenance)**

WHEREAS, on April 27, 2023, the Board of Directors ("Board") of the Chico Area Recreation and Park District (the "District"), County of Butte, State of California, adopted Resolution No. 2023-019 entitled "Resolution of the Board of Directors of the Chico Area Recreation and Park District Declaring Intention to Establish a Community Facilities District and Authorize the Levy of Special Taxes Therein" (the "Resolution of Intention") with respect to Community Facilities District No. 2023-01 (Park Maintenance) (the "CFD") of the District pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the "Act"); and

WHEREAS, the Resolution of Intention incorporates a map of the proposed boundaries of the CFD and a map of the future annexation area, states the services to be provided, the cost of providing such services, and the rate and method of apportionment of the special tax to be levied within the CFD, and is on file with the District Clerk and the provisions thereof are incorporated herein by this reference as if fully set forth herein; and

WHEREAS, the services to be provided as stated in the Resolution of Intention are set forth in Exhibit A attached hereto and hereby made a part hereof; and

WHEREAS, a notice of a public hearing relating to the establishment of the CFD and the future annexation area, the extent of the CFD, the financing of certain types of services, and all other related matters have been given, and a CFD Public Hearing Report, as ordered by this Board, has been presented to this Board and has been made a part of the record of the hearing to establish such CFD, all pursuant to the Act and the Resolution of Intention relating to the proposed formation of the CFD; and

WHEREAS, at the hearing, all interested persons desiring to be heard on all matters pertaining to the formation of the CFD, the services to be provided therein, and the levy of said special tax were heard and a full and fair hearing was held; and

WHEREAS, written protests with respect to the formation of the CFD, the furnishing of specified types of services, and the rate and method of apportionment of the special taxes have not been filed with the District Clerk by fifty percent (50%) or more of the registered voters residing within the territory of the CFD or property owners of one-half (1/2) or more of the area of land within the CFD and not exempt from the proposed special tax; and

WHEREAS, the special tax proposed to be levied in the CFD to pay for the proposed services to be provided therein has not been eliminated by protest by fifty percent (50%) or more of the registered voters residing within the territory of the CFD or the owners of one-half (1/2) or more of the area of land within the CFD and not exempt from the special tax.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. Recitals Correct. The foregoing recitals are true and correct.

Section 2. No Majority Protest. The proposed special tax to be levied within the CFD has not been precluded by majority protest pursuant to Section 53324 of the Act.

Section 3. Prior Proceedings Valid. All prior proceedings taken by this Board in connection with the establishment of the CFD and the levy of the special tax have been duly considered and are hereby found and determined to be valid and in conformity with the Act.

Section 4. Name of CFD. The community facilities district designated "Community Facilities District No. 2023-01 (Park Maintenance)" of the District is hereby established pursuant to the Act.

Section 5. Boundaries of CFD and Future Annexation Area. The boundaries of the CFD and the future annexation area are as set forth in the maps heretofore recorded on May 30, 2023, as Document No. 2023-0014229, and filed in Book 10 of Maps of Assessment and Community Facilities District at Pages 59 and 60 in the office of the County Recorder for the County of Butte, State of California.

Section 6. Description of Services. The type of services proposed to be financed by the CFD and pursuant to the Act shall consist of those items listed as services (the "Services") in Exhibit A hereto and by this reference incorporated herein.

Section 7. CFD Public Hearing Report. The CFD Public Hearing Report, as now submitted, shall stand as the CFD Public Hearing Report for all future proceedings, and all terms and contents are approved as set forth therein.

Section 8. Increased Demands. It is hereby found and determined that the Services are necessary to meet increased demands placed upon the District, as the result of development occurring in the CFD. The Services are in addition to those provided in the territory of the CFD as of the date hereof and will not supplant services already available within the territory of the CFD as of the date hereof.

Section 9. Special Tax.

- a. Except to the extent that funds are otherwise available to the CFD to pay for the Facilities and Services, a special tax (the "Special Tax") sufficient to pay the costs thereof, secured by the recordation of a continuing lien against all nonexempt real property in the CFD, is intended to be levied annually within the CFD, and collected in the same manner as ordinary ad valorem property taxes or in such other manner as may be prescribed by this Board.
- b. The proposed rate and method of apportionment of the Special Tax among the parcels of real property within the CFD, in sufficient detail to allow each landowner within the proposed CFD to estimate the maximum amount such owner will have to pay, are shown in Exhibit B attached hereto and by this reference incorporated herein.

Section 10. Responsible Official. The General Manager, located at 545 Vallombrosa Avenue, Chico, California, 95926, telephone number (530) 895-4711, or his or her designee, will be responsible for preparing annually a current roll of special tax levy obligations by assessor's parcel number and who will be responsible for estimating future special tax levies pursuant to the Act.

Section 11. Special Tax Lien. Upon recordation of a notice of special tax lien pursuant to Section 3114.5 of the Streets and Highways Code of California, a continuing lien to secure each levy of the special tax shall attach to all nonexempt real property in the CFD, and this lien shall continue in force and effect until the special tax obligation is prepaid and permanently satisfied, and the lien canceled in accordance with law or until collection of the tax by the District ceases.

Section 12. Election. Pursuant to the provisions of the Act, the proposition of the levy of the special tax specified above shall be submitted to the qualified electors of the CFD at an election, the time, place, and conditions of which election shall be as specified by a separate resolution of this Board.

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

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the **22nd day of June 2023** by the following vote:

Ayes:
Noes:
Abstain:
Absent:

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors



**RESOLUTION 23-013 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

June 22, 2023

RESOLUTION CALLING A SPECIAL TAX ELECTION AND SUBMITTING TO THE QUALIFIED
ELECTORS THE QUESTION OF LEVYING A SPECIAL TAX

**Community Facilities District No. 2023-01
(Park Maintenance)**

WHEREAS, on April 27, 2023, the Board of Directors ("Board") of the Chico Area Recreation and Park District (the "District"), County of Butte, State of California, adopted Resolution No. 2023-019 entitled "Resolution of the Board of Directors of the Chico Area Recreation and Park District Declaring Intention to Establish a Community Facilities District and Authorize the Levy of Special Taxes Therein" (the "Resolution of Intention") with respect to Community Facilities District No. 2023-01 (Park Maintenance) (the "CFD") of the District pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the "Act"); and

WHEREAS, the Resolution of Intention incorporates a map of the proposed boundaries of the CFD and a map of the future annexation area, states the services to be provided, the cost of providing such services, and the rate and method of apportionment of the special tax to be levied within the CFD, and is on file with the District Clerk and the provisions thereof are incorporated herein by this reference as if fully set forth herein; and

WHEREAS, the services to be provided as stated in the Resolution of Intention are set forth in Exhibit A attached hereto and hereby made a part hereof; and

WHEREAS, a notice of a public hearing relating to the establishment of the CFD and the future annexation area, the extent of the CFD, the financing of certain types of services, and all other related matters have been given, and a CFD Public Hearing Report, as ordered by this Board, has been presented to this Board and has been made a part of the record of the hearing to establish such CFD, all pursuant to the Act and the Resolution of Intention relating to the proposed formation of the CFD; and

WHEREAS, at the hearing, all interested persons desiring to be heard on all matters pertaining to the formation of the CFD, the services to be provided therein, and the levy of said special tax were heard and a full and fair hearing was held; and

WHEREAS, written protests with respect to the formation of the CFD, the furnishing of specified types of services, and the rate and method of apportionment of the special taxes have not been filed with the District Clerk by fifty percent (50%) or more of the registered voters residing within the territory of the CFD or property owners of one-half (1/2) or more of the area of land within the CFD and not exempt from the proposed special tax; and

WHEREAS, the special tax proposed to be levied in the CFD to pay for the proposed services to be provided therein has not been eliminated by protest by fifty percent (50%) or more of the registered voters residing within the territory of the CFD or the owners of one-half (1/2) or more of the area of land within the CFD and not exempt from the special tax.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. Recitals Correct. The foregoing recitals are true and correct.

Section 2. No Majority Protest. The proposed special tax to be levied within the CFD has not been precluded by majority protest pursuant to Section 53324 of the Act.

Section 3. Prior Proceedings Valid. All prior proceedings taken by this Board in connection with the establishment of the CFD and the levy of the special tax have been duly considered and are hereby found and determined to be valid and in conformity with the Act.

Section 4. Name of CFD. The community facilities district designated "Community Facilities District No. 2023-01 (Park Maintenance)" of the District is hereby established pursuant to the Act.

Section 5. Boundaries of CFD and Future Annexation Area. The boundaries of the CFD and the future annexation area are as set forth in the maps heretofore recorded on May 30, 2023, as Document No. 2023-0014229, and filed in Book 10 of Maps of Assessment and Community Facilities District at Pages 59 and 60 in the office of the County Recorder for the County of Butte, State of California.

Section 6. Description of Services. The type of services proposed to be financed by the CFD and pursuant to the Act shall consist of those items listed as services (the "Services") in Exhibit A hereto and by this reference incorporated herein.

Section 7. CFD Public Hearing Report. The CFD Public Hearing Report, as now submitted, shall stand as the CFD Public Hearing Report for all future proceedings, and all terms and contents are approved as set forth therein.

Section 8. Increased Demands. It is hereby found and determined that the Services are necessary to meet increased demands placed upon the District, as the result of development occurring in the CFD. The Services are in addition to those provided in the territory of the CFD as of the date hereof and will not supplant services already available within the territory of the CFD as of the date hereof.

Section 9. Special Tax.

- a. Except to the extent that funds are otherwise available to the CFD to pay for the Facilities and Services, a special tax (the "Special Tax") sufficient to pay the costs thereof, secured by the recordation of a continuing lien against all nonexempt real property in the CFD, is intended to be levied annually within the CFD, and collected in the same manner as ordinary ad valorem property taxes or in such other manner as may be prescribed by this Board.
- b. The proposed rate and method of apportionment of the Special Tax among the parcels of real property within the CFD, in sufficient detail to allow each landowner within the proposed CFD to estimate the maximum amount such owner will have to pay, are shown in Exhibit B attached hereto and by this reference incorporated herein.

Section 10. Responsible Official. The General Manager, located at 545 Vallombrosa Avenue, Chico, California, 95926, telephone number (530) 895-4711, or his or her designee, will be responsible for preparing annually a current roll of special tax levy obligations by assessor's parcel number and who will be responsible for estimating future special tax levies pursuant to the Act.

Section 11. Special Tax Lien. Upon recordation of a notice of special tax lien pursuant to Section 3114.5 of the Streets and Highways Code of California, a continuing lien to secure each levy of the special tax shall attach to all nonexempt real property in the CFD, and this lien shall continue in force and effect until the special tax obligation is prepaid and permanently satisfied, and the lien canceled in accordance with law or until collection of the tax by the District ceases.

Section 12. Election. Pursuant to the provisions of the Act, the proposition of the levy of the special tax specified above shall be submitted to the qualified electors of the CFD at an election, the time, place, and conditions of which election shall be as specified by a separate resolution of this Board.

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

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the **22nd day of June** 2023 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors



**RESOLUTION 23-014 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

June 22, 2023

DECLARING RESULTS AND DIRECT RECORDING OF
NOTICE OF SPECIAL TAX LIEN FOR COMMUNITY FACILITIES DISTRICT NO. 2023-01

**Community Facilities District No. 2023-01
(Park Maintenance)**

WHEREAS, in proceedings heretofore conducted by the District Board ("Board") of the Chico Area Recreation and Park District (the "District"), County of Butte, State of California, pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), has previously undertaken proceedings to create and did establish the Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) (the "CFD") and Future Annexation Area pursuant to the terms and provisions of the "Mello-Roos Community Facilities Act of 1982," being Chapter 2.5, Part 1, Division 2, Title 5 of the Government Code of the State of California (the "Act"); and

WHEREAS, the Board has heretofore adopted a resolution calling a special election of the qualified electors in the territory of land of the CFD as authorized by and in accordance with the Act; and

WHEREAS, the Board did call for and order to be held an election to submit to the qualified electors within the CFD a proposition relating to the levy of special taxes within the CFD; and

WHEREAS, all requirements, including but not limited to any time limit, pertaining to the conduct of the special election have been waived by unanimous consent of the qualified electors of the CFD as authorized by the Act, which executed Landowner Petition, Waiver and Consent from each qualified elector is on file with the District Clerk and with the concurrence of the District Clerk as the designated election official (the "Election Official") conducting the election; and

WHEREAS, as authorized by the unanimous waiver of special election requirements by all qualified electors pursuant to the Act (California Government Code section 53326(a)), the special election is by ballot mailed with the Notice of Public Hearing to all of the property owners within the CFD by the Election Official, to be tabulated by the Election Official at 4 p.m. or as soon thereafter at the close of the public hearing on June 22, 2023; and

WHEREAS, the Election Official has certified that a ballot in the form set forth in Exhibit A hereto was caused to be delivered to each of qualified electors in the CFD, that each ballot indicated the number

accompanied by all supplies and written instructions necessary for the use and return of the ballot, and that the envelopes to return the ballot were enclosed with the ballot, and contained the following: (a) the name and address of the landowner, (b) a declaration, under penalty of perjury, stating that the voter is the owner of record or authorized representative of the landowner entitled to vote and is the person whose name appears on the envelope, (c) the printed name, signature and address of the voter, (d) the date of signing and place of execution of the declaration pursuant to clause (b) above, and (e) a notice that the envelope contains an official ballot; and

WHEREAS, the District Clerk accepted the ballots of the qualified electors in their office upon and prior to 2 p.m. on June 22, 2023, or as soon thereafter as the matter could be heard, which is the special election date, whether said ballots be personally delivered or received by mail. The District Clerk also made available ballots to be marked at her office on the election day by said qualified electors; and

WHEREAS, the District Clerk has on file a Canvass and Statement of Results of Election, a copy of which is attached hereto as Exhibit B; and

WHEREAS, the Board has reviewed that canvass and hereby approves it; and

WHEREAS, at this time, said election had been held, and the measure voted upon such measure did receive the favorable votes of at least 2/3rds of the qualified electors within the CFD, and this Board desires to declare the results of the election in accordance with the provisions of the Elections Code of the State of California.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. Recitals. The foregoing recitals are all true and correct.

Section 2. Issues Presented. The issues presented at the special election were the levy of a special tax within the CFD pursuant to Resolution No. 2023-__ (the "Resolution of Formation").

Section 3. Canvass and Issues Approved. The Board hereby approves the Canvass and finds that it shall be a permanent part of the record of its proceedings for the CFD. Pursuant to the Canvass and Statement of Results of Election, the ballot proposition presented at the special election was approved by the qualified electors of the CFD by more than two-thirds of the votes cast at the special election. The District Clerk is hereby directed, pursuant to the provisions of the Elections Code of the State of California, to enter in the minutes the results of the election as set forth in said Canvass and Statement of Results of Election.

Section 4. Proceedings Approved. Pursuant to the voter approval, the CFD is hereby declared to be fully formed with authority to levy the special taxes in accordance with the approved Rate and Method of Apportionment of Special Tax as heretofore provided in these proceedings and in the Act. It is hereby found that all prior proceedings and actions taken by this Board with respect to the CFD were valid and in conformity with the Act.

Section 5. Notice of Special Tax Lien. The District Clerk is hereby directed to complete, execute and cause to be recorded in the office of the County Recorder of the County of Butte a notice of special tax lien in the form required by the Act, such recording to occur no later than 15 days following adoption by the Board of this resolution.

Section 6. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the **22nd day of June** 2023 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors

EXHIBIT A

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

**OFFICIAL BALLOT
SPECIAL TAX ELECTION**

This ballot is for the special landowner election. You must return this ballot in the enclosed postage-paid envelope to the office of the Chico Area Recreation and Park District Clerk no later than 2:00 p.m. on June 22, 2023, by mail or in person. The office of the District Clerk is located at 545 Vallombrosa Avenue, Chico, California, 95926.

To Vote, mark a cross (X) in the voting square after the word "YES" or after the word "NO." All marks otherwise made are forbidden. All distinguishing marks are forbidden and make the ballot void. If you wrongly mark, tear, or deface this ballot, return it to the District Clerk for the Chico Area Recreation and Park District and obtain another.

BALLOT MEASURE: Shall special taxes be levied annually on taxable property within the Chico Area Recreation and Park District ("District") Community Facilities District No. 2023-01 (Park Maintenance), County of Butte, State of California, to pay for the cost of services described in Exhibit "A" to Resolution No. 2023-019 adopted by the District Board of Directors on April 27, 2023, and to pay expenses incidental thereto and to levy the collection of the special taxes, at the special tax rates and pursuant to the method of apportioning the special taxes set forth in Exhibit "B" to Resolution No. 2023-019.

YES: _____

NO: _____

By execution in the space provided below, I hereby declare under penalty of perjury that the voter listed below is the owner of record or authorized representative of the landowner entitled to vote this ballot. I also confirm the waiver of the time limit pertaining to the conduct of the election and any requirement for notice of election and analysis and arguments with respect to the ballot measure, as such waivers are described and permitted by Section 53326(a) and 53327(b) of the California Government Code.

Number of Votes: _____

Property Owner: _____

c/o: _____

Attention: _____

Address: _____

By: _____

Signature: _____

Title: _____

EXHIBIT B

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

CANVASS AND STATEMENT OF RESULT OF ELECTION

I hereby certify that on this date, I canvassed the returns of the election held on this date, in Community Facilities District No. 2023-01 (Park Maintenance) of the Chico Area Recreation and Park District which election is designated as the Special Tax Election, and the total number of ballots cast, and the total number of votes cast for and against the measure are as follows and the totals as shown for and against the measure are full, true and correct:

	Qualified					
	Landowner	Landowner	Landowner	Landowner	YES	NO
	Ballots	Cast	Votes	Cast	YES	NO
Chico Area Recreation and Park District Community Facilities District No. 2023-01 Special Tax Election June 22, 2023	<u>9</u>	<u>8</u>	<u>84</u>	<u>70</u>	<u>70</u>	<u>0</u>

BALLOT MEASURE: Shall special taxes be levied annually on taxable property within the Chico Area Recreation and Park District ("District") Community Facilities District No. 2023-01 (Park Maintenance), County of Butte, State of California, to pay for the cost of services described in Exhibit "A" to Resolution No. 2023-019 adopted by the District Board of Directors on April 27, 2023, and to pay expenses incidental thereto and to levy the collection of the special taxes, at the special tax rates and pursuant to the method of apportioning the special taxes set forth in Exhibit "B" to Resolution No. 2023-019.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND this 22nd day of June 2023.

CHICO AREA RECREATION AND PARK DISTRICT

Holli Drobny
Clerk of the Board of Directors



**RESOLUTION 23-015 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**
LEVYING SPECIAL TAXES WITHIN COMMUNITY FACILITIES DISTRICT
NO. 2023-01 (PARK MAINTENANCE)

WHEREAS, on April 27, 2023, this Board of Directors adopted a resolution entitled "A Resolution of the Board of Directors of the Chico Area Recreation and Park District of Intention to Establish a Community Facilities District (the "Resolution of Intention"), has conducted proceedings (the "Proceedings") to establish Community Facilities District No.2023-01 (Park Maintenance) (the "CFD"), of the District pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the "Act") to finance the services described in the Special Tax Lien, Exhibit A (the "Services") as provided in the Act; and

WHEREAS, pursuant to notice as specified in the Act, and as part of the Proceedings, the Board has held public hearings under the Act relative to the determination to proceed with the formation of the CFD, the rate and method of apportionment of the special taxes to be levied within the CFD to finance a portion of the costs of the Services and at such hearings, all persons desiring to be heard on all matters pertaining to the formation of the CFD and the levy of such special taxes were heard, substantial evidence was presented and considered by this Board and full and fair hearings were held; and

WHEREAS, upon the conclusion of the hearings, this Board of Directors adopted its Resolution of the Board of Directors of the Chico Area Recreation and Park District of Formation of Community Facilities District No. 2023-01 (the "Resolution of Formation) pursuant to which it completed the Proceedings for the establishment of the CFD, the authorization of the levy of a special taxes with the CFD, and the calling of an election within the CFD on the propositions of levying such special taxes, and establishing an appropriations limit within the CFD, respectively; and

WHEREAS, the Board has heretofore found that fewer than twelve persons have been registered to vote within the territory of the CFD for the ninety days preceding the close of the public hearing heretofore held by the Board for the purposes of these proceedings. Accordingly, the vote shall be by the landowners within the CFD (the "Qualified Electors"), and each qualified elector at the close of such public hearing, or the authorized representative thereof, shall have one vote for each acre or portion of an acre that he or she owns within the CFD.

WHEREAS, on June 22, 2023, a special election was held among the landowner voters within the CFD at which such voters approved such propositions by the two-thirds vote required by the Act, which approval has been confirmed by resolution of this Board.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT as follows:

Section 1. By the passage of this Resolution, the Board hereby authorizes and levies special taxes within the CFD pursuant to the Act and in accordance with the Rate and Method of Apportionment of Special Tax set forth in the Resolution of Formation, which Rate and Method of Apportionment is by this reference incorporated herein. The special taxes are hereby levied commencing in fiscal year 2023-24 and in each fiscal year thereafter until the last fiscal year in which such special taxes are authorized to be levied pursuant to the Rate and Method of Apportionment.

Section 2. The General Manager of the Chico Area Recreation and Park District or designee or employee thereof of the District is hereby authorized and directed each fiscal year to determine the specific special tax rates and amounts to be levied for the next ensuing fiscal year for each parcel of real property within the CFD, in the manner and as provided in the Resolution of Formation.

Section 3. Exemptions from the levy of the special taxes shall be as provided in the Resolution of Formation and the applicable provisions of the Act. In no event shall the special taxes be levied on any parcel within the CFD in excess of the maximums specified in the Resolution of Formation.

Section 4. All of the collections of the special taxes shall be used as provided in the Act and the Resolution of Formation, to pay, in whole or in part, the cost of providing the Services and incidental expenses pursuant to the Act, the payment of the costs of the District in administering the CFD, and the costs of collecting and administering the special taxes.

Section 5. The special taxes shall be collected in the same manner as ordinary ad valorem taxes are collected and shall have the same lien priority and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes, provided, however, that the Board may provide for other appropriate methods of collection by resolution(s) of the Board. In addition, the provisions of Section 53356.1 of the Act shall apply to delinquent special tax payments. The General Manager of the Chico Area Recreation and Park District is hereby authorized and directed to provide all necessary information to the auditor/tax collector of the County of Butte in order to effect proper billing and collection of the special tax so that the special tax shall be included on the secured property tax roll of the County of Butte for fiscal year 2023-24 and each fiscal year thereafter as authorized.

Section 6. If for any reason any portion of this Resolution is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the CFD, by a Court of competent jurisdiction, the balance of this Resolution and the application of the special tax to the remaining parcels within the CFD shall not be affected.

Section 7. The District General Manager is directed to publish immediately after its passage at least once in a newspaper of general circulation circulated in the District.

Section 8. This Resolution shall take effect upon its adoption.

INTRODUCED by the Board of Directors of the Chico Area Recreation and Park District on the 22nd day of June 2023.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the **22nd day of June 2023** by the following vote:

Ayes: Lando, McGinnis, Norden

Noes:

Abstain:

Absent: Donnan, Worley

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors



Chico Area Recreation and Park District Board of Directors

**Staff Report FI-23-21
Finance Agenda D
Regular Agenda 5.8**

STAFF REPORT

DATE: June 26, 2023
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Resolution 23-016 of the Board of Directors Adopting the Final Budget for the 2023/2024 Fiscal Year

DISCUSSION

On May 25, 2023, the Board of Directors of the Chico Area Recreation and Park District conducted the Public Hearing for the budget for Fiscal Year 2023/2024. The following changes have been made to the budget since the public hearing:

- Revenue and expenses were adjusted for fee-based programs with no impact on net income.
- Contract services of \$25,000 were added for a Capital Campaign feasibility study.
- Capital improvement encumbrances from 22/23 for incomplete projects were carried forward to the 23/24 project list.

RECOMMENDATION

The Board of Directors approve Resolution 23-016 Adopting the Final Budget for the 2023/2024 Fiscal Year.



**2023-2024
PRELIMINARY BUDGET
VERSION 3**

6/22/2023

**CHICO AREA RECREATION AND PARK DISTRICT
BUDGET VERSION 3
TABLE OF CONTENTS**

LETTER OF TRANSMITTAL	3
BUDGET CALENDAR	4
BUDGET SUMMARY - ALL FUNDS	5
GENERAL FUND	
Executive Summary of Revenue and Expenditures	6
Summary of Revenue	7
Salaries and Benefits Summary	8
Services and Supplies Summary	9
Capital Projects Summary	10
Contract Services	11
Fund Balance Summary	12
PARK IMPACT FUNDS	13
City Impact Fees - Fund2470	
County Impact Fees - Fund2480	
PARK ASSESSMENT FUNDS	14
Oak Way Park - Fund 2495 - Executive Summary of Revenue and Expenditures	
Peterson Park - Fund 2497 - Executive Summary of Revenue and Expenditures	
Baroni Park - Fund 2498 - Executive Summary of Revenue and Expenditures	
EXHIBITS	
Sources and Uses Graphs	15
Park Sites and Facilities Schedule	16
Part Time Salary Schedule	18
Full Time Salary Schedule	19



June 22, 2023

Board of Directors
Chico Area Recreation and Park District
545 Vallombrosa Avenue
Chico, CA 95926

RE: 2023-2024 Final Budget Letter of Transmittal

Dear Directors:

Staff is pleased to present the Final 2023-2024 Budget for the Chico Area Recreation and Park District. The budget was developed through the collaborative efforts of staff and the Board. The attached budget provides a framework for District operations for the coming fiscal year.

Highlights:

- Projected net operating income: \$59,195.
- The capital projects budget is approximately \$8.7M. The allocation for 23/24 projects is \$4.2M, with most funds going toward the aquatic center design and installation of artificial turf fields. Almost \$4.4M of approved 22/23 improvements will carry over to this fiscal year.
- Fund Balance is conservatively estimated at \$7.5M, of which \$1.9M will be used toward Capital Improvements.
- The General Fund Reserve balance is \$2.5M.
- The CalPERS annual Unfunded Accrued Liability payment is budgeted at \$260,000.00 per the plan established at the March 21, 2019, Board meeting.

A sincere thank you to the staff and the Board for their contributions to this critical process and continued investment in the District to serve the Chico community.

Respectfully submitted,

Annabel Grimm
General Manager

**CHICO AREA RECREATION AND PARK DISTRICT
 BUDGET CALENDAR
 BUDGET VERSION 3**



<u>DATE</u>	<u>BOARD MEETING</u>	<u>AGENDA</u>
January 26, 2023	Regular	Adopt Budget Calendar
February 13, 2023	N/A	Budget Templates Sent to Staff
March 24, 2023	N/A	Staff Budgets submitted to Business Office
April 27, 2023	Regular	Budget Presentation and Adopt Preliminary Budget
May 11, 2023	N/A	Notice of Public Hearing Published in Newspaper
May 25, 2023	Regular	Public Hearing on the Preliminary Budget
June 22, 2023	Regular	Adopt Final Budget
August 14, 2023	N/A	Submit Final Budget to Auditor-Controller

**CHICO AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY - ALL FUNDS
BUDGET VERSION 3**



	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	INDIGO PARK
REVENUE							
FEE BASED PROGRAM INCOME	4,377,500	-	-	-	-	-	-
OTHER INCOME & FACILITY RENTALS	818,500	-	-	-	-	-	-
RDA PASSTHROUGH	1,600,000	-	-	-	-	-	-
INVESTMENT INCOME	100,000	-	-	-	-	-	-
TAX INCOME / COUNTY	5,150,000	-	-	-	-	-	-
PARK IMPACT FEES	-	2,000,000	60,000	-	-	-	-
ASSESSMENTS	-	-	-	23,800	42,400	162,300	30,000
OPERATING TRANSFER IN FROM GENERAL FUND	-	-	-	121,000	79,000	-	-
TOTAL REVENUE	12,046,000	2,000,000	60,000	144,800	121,400	162,300	30,000
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	8,581,325	-	-	105,000	90,500	123,250	22,000
SERVICES AND SUPPLIES	3,170,480	-	-	39,800	30,900	34,050	8,000
CONTRIB. TO OTHER AGENCIES	15,000	-	-	-	-	-	-
CONTINGENCIES	20,000	-	-	-	-	-	-
OPERATING TRANSFER OUT	200,000	-	-	-	-	-	-
NOTES PAYABLE / LEASE PYMTS	-	-	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	11,986,805		-	144,800	121,400	157,300	30,000
NET INCOME (LOSS) FROM ONGOING OPERATIONS	59,195	2,000,000	60,000	-	-	5,000	-
CAPITAL PROJECTS							
CAPITAL PROJECTS	8,728,090						
CAPITAL PROJECTS' REIMBURSEMENTS	6,697,250						
NET CAPITAL PROJECTS COSTS	2,030,840						
CAPITAL PROJECTS FUNDING							
ALLOCATION FROM GENERAL FUND OPERATIONS	(59,195)						
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(1,971,645)						
	-						
TOTAL NET ACTIVITY	(1,971,645)	2,000,000	60,000	-	-	5,000	

**CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUE AND EXPENDITURES
BUDGET VERSION 3**



	2023-2024		2022-2023			2021-2022		
	BUDGET	INCREASE (DECREASE)	BUDGET	YTD	% BUDGET	BUDGET	ACTUAL	% BUDGET
REVENUE								
FEE BASED PROGRAM INCOME	4,377,500	856,863	3,520,637	2,499,506	71%	2,844,781	3,304,124	116.1%
OTHER INCOME & FACILITY RENTALS	818,500	153,635	664,865	526,336	79%	528,350	551,689	104.4%
RDA PASSTHROUGH	1,600,000	-	1,600,000	861,011	54%	1,540,000	1,593,211	103.5%
INVESTMENT INCOME	100,000	55,000	45,000	38,587	86%	40,000	55,095	137.7%
TAX INCOME / COUNTY	5,150,000	495,000	4,655,000	2,946,463	63%	4,178,000	4,509,290	107.9%
TOTAL REVENUE	12,046,000	1,560,498	10,485,502	6,871,904	66%	9,131,131	10,013,409	109.7%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	8,581,325	1,260,366	7,320,959	4,939,881	67%	6,581,096	4,790,072	72.8%
SERVICES AND SUPPLIES	3,170,480	340,872	2,829,608	1,894,380	67%	2,205,739	2,458,445	102.6%
CONTRIB. TO OTHER AGENCIES	15,000	-	15,000	-	-	15,000	117,398	-
CONTINGENCIES	20,000	-	20,000	9,997	67%	25,000	6,411	42.7%
OPERATING TRANSFER OUT	200,000	(67,934)	267,934	-	0%	113,529	-	0.0%
NOTES PAYABLE / LEASE PYMTS	-	-	-	-	0%	-	-	0.0%
TOTAL OPERATING EXPENDITURES	11,986,805	1,533,304	10,453,501	6,844,259	65%	8,940,364	7,372,327	82.5%
NET INCOME (LOSS) FROM OPERATIONS	59,195	27,194	32,001	27,645		190,768	2,641,082	
CAPITAL PROJECTS								
CAPITAL PROJECTS	8,728,090	2,189,263	6,538,827	2,156,152	33%	1,554,800	54,499	3.5%
REIMBURSEMENTS	6,697,250	2,747,842	3,949,408	998,799	25%	850,000	54,499	6.4%
NET CAPITAL PROJECTS COSTS	2,030,840	(558,579)	2,589,419	1,157,353	45%	704,800	-	0.0%
CAPITAL PROJECTS FUNDING								
ALLOCATION FROM GENERAL FUND								
OPERATIONS	(59,195)	(27,194)	(32,001)	(27,645)	86%	(190,768)	-	0.0%
SPENDABLE UNASSIGNED	(1,971,645)	585,773	(2,557,418)	(1,129,709)	44%	(514,033)	-	0.0%
	-	-	-	-		-	-	

**CHICO AREA RECREATION AND PARK DISTRICT
REVENUE SUMMARY - GENERAL FUND - FUND 2490
BUDGET VERSION 3**



	2023-2024		2022-2023			2021-2022		
	BUDGET	INCREASE (DECREASE)	BUDGET	YTD	% BUDGET	BUDGET	ACTUAL	% BUDGET
FEE BASED PROGRAM INCOME								
AFTER SCHOOL & CAMP PROGRAMS								
AFTERSCHOOL	2,730,000	677,775	2,052,225	1,382,112	67%	1,593,933	1,846,693	116%
CAMPS	448,000	146,700	301,300	252,911	84%	266,690	431,748	162%
REC ADMIN	50,000	35,000	15,000	37,201	248%			
SUBTOTAL	3,178,000	824,475	2,368,525	1,672,224	71%	1,860,623	2,278,441	122%
AQUATICS								
	165,000	859,475	160,570	51,780	32%	184,109	124,253	67%
CLASSES								
GENERAL CLASSES	147,500	240	147,260	130,836	89%	84,000	117,148	139%
COMMUNITY BAND	2,000	-	2,000	4,034	202%	1,000	2,617	262%
YOUTH CLASSES	50,000	(15,000)	65,000	35,176	54%	29,003	34,183	118%
SUBTOTAL	199,500	(14,760)	214,260	170,045	79%	144,003	185,451	129%
ADULT SPORTS								
PROGRAM FEE INCOME	200,000	(32,942)	232,942	132,851	57%	233,995	198,379	85%
SUBTOTAL	200,000	(32,942)	232,942	132,851	57%	233,995	198,379	85%
NATURE CENTER								
PROGRAM FEE INCOME	325,000	68,160	256,840	212,440	83%	188,560	212,983	113%
SUBTOTAL	325,000	68,160	256,840	212,440	83%	188,560	212,983	113%
OTHER PROGRAMS								
SCHOLARSHIPS	(25,000)	-	(25,000)	(5,329)	21%	(25,000)	(7,297)	29%
SPECIAL EVENTS	50,000	20,000	30,000	22,470	75%	6,900	-	0%
SENIOR ADULT PROGRAMS	25,000	(7,500)	32,500	9,812	30%	-	496	0%
YOUTH SPORTS	260,000	10,000	250,000	233,414	93%	245,591	267,366	109%
SUBTOTAL	310,000	22,500	287,500	260,166	90%	233,491	303,621	130%
TOTAL FEE BASED PROGRAMS	4,377,500	856,863	3,520,637	2,499,506	71%	2,844,781	3,501,505	123%
OTHER INCOME								
FACILITY RENTAL INCOME	475,000	30,135	444,865	301,967	68%	346,450	410,249	118%
REBATES & REIMB COSTS	38,500	8,500	30,000	42,570	142%	30,000	154,522	515%
REIMBURSEMENTS - CITY	290,000	110,000	180,000	145,841	81%	141,900	18,195	13%
MISCELLANEOUS	5,000	5,000	-	18,952	-	-	6,772	0%
ENDOWMENTS	10,000	-	10,000	8,395	84%	10,000	10,944	109%
DONATIONS	-	-	-	8,611	-	-	5,506	0%
TOTAL OTHER INCOME	818,500	153,635	664,865	526,336	79%	528,350	606,188	115%
REVENUE FROM OTHER AGENCIES								
RDA PASSTHROUGH	1,600,000	-	1,600,000	861,011	54%	1,540,000	1,593,211	103%
INVESTMENT INCOME	100,000	55,000	45,000	38,587	86%	40,000	55,095	138%
TAX INCOME / COUNTY	5,150,000	495,000	4,655,000	2,946,463	63%	4,178,000	4,509,290	108%
TOTAL REVENUE FROM OTHER AGENCI	6,850,000	550,000	6,300,000	3,846,061	61%	5,758,000	6,157,596	107%
TOTAL REVENUE	12,046,000	1,560,498	10,485,502	6,871,904	66%	9,131,131	10,265,290	112%

**CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490
BUDGET VERSION 3**



	2023-2024		2022-2023			2021-2022		
	BUDGET	INCREASE (DECREASE)	BUDGET	YTD	% BUDGET	BUDGET	ACTUAL	% BUDGET
SALARIES								
FULL-TIME SALARIES	3,500,000	445,000	3,055,000	2,360,034	77%	2,640,000	2,648,851	100%
PART-TIME SALARIES	3,425,000	673,000	2,752,000	1,693,670	62%	2,402,295	2,145,662	89%
ACCUMULATED LEAVE	40,000	(1,000)	41,000	-	0%	41,000	95,029	232%
INSTRUCTORS	10,000	(22,000)	32,000	60,527	189%	70,580	65,854	93%
SUBTOTAL	6,975,000	1,095,000	5,880,000	4,114,230	70%	5,153,875	4,955,396	96%
BENEFITS								
FICA	537,075	92,075	445,000	314,006	71%	392,000	370,770	95%
RETIREMENT	625,000	(4,000)	629,000	397,508	63%	541,000	764,169	141%
HEALTH INSURANCE	645,000	79,600	565,400	267,217	47%	438,500	310,520	71%
UNEMPLOYMENT	20,000	(10,000)	30,000	3,185	11%	98,000	14,940	15%
WORKERS COMP INSURANCE	120,000	-	120,000	106,963	89%	152,000	146,862	97%
ALLOCATION TO OTHER FUNDS	(340,750)	-	(348,441)	(263,228)	76%	(194,279)	(245,332)	126%
SUBTOTAL	1,606,325	157,675	1,440,959	825,651	356%	1,427,221	1,361,930	95%
TOTAL SALARIES & BENEFITS	8,581,325	1,260,366	7,320,959	4,939,881	754%	6,581,096	6,317,326	96%

**CHICO AREA RECREATION AND PARK DISTRICT
SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490
BUDGET VERSION 3**



	2023-2024		2022-2023			2021-2022		
	BUDGET	INCREASE (DECREASE)	BUDGET	YTD	% BUDGET	BUDGET	ACTUAL YTD	% BUDGET
SERVICES AND SUPPLIES								
MARKETING	50,000	6,000	44,000	15,726	36%	30,000	12,859.78	42.9%
UNIFORM APPAREL	25,000	17,000	8,000	7,895	99%	7,000	10,131.05	144.7%
PROGRAM APPAREL	30,000	30,000	-	5,793		15,708	26,784.71	170.5%
COMMUNICATIONS	70,000	17,642	52,358	45,661	87%	46,600	42,133.53	90.4%
INSURANCE	340,600	70,600	270,000	292,512	108%	240,500	241,233.73	100.3%
TECHNOLOGY SOFTWARE	100,000	(5,000)	105,000	74,841	71%	20,000	22,256.74	111.3%
TECHNOLOGY HARDWARE	30,000	-	30,000	25,025	83%	20,000	48,616.28	243.1%
EQUIPMENT MAINTENANCE	45,000	21,750	23,250	24,857	107%	22,330	27,857.03	124.8%
EQUIPMENT	50,000	40,800	9,200	48,598	528%	8,621	20,406.78	236.7%
VEHICLE MAINTENANCE	25,000	7,000	18,000	15,698	87%	12,500	25,918.63	207.3%
STRUCTURE & GROUNDS	250,000	59,050	190,950	114,463	60%	172,100	147,338.50	85.6%
VANDALISM	5,000	(460)	5,460	1,693	31%	5,335	2,365.05	44.3%
CONTRACT SERVICES	490,880	(225,736)	716,616	368,229	51%	823,600	894,559.34	108.6%
SERVICES	530,500	238,300	292,200	201,929	69%	-	9,140.16	0.0%
LEGAL NOTICES	1,000	-	1,000	481	48%	22,000	9,401.15	42.7%
RECRUITMENT	20,000	(5,000)	25,000	10,252	41%	-	-	0.0%
RENT/LEASE STRUCTURES	2,000	-	2,000	1,000	50%	2,000	1,500.00	75.0%
SMALL TOOLS	25,000	21,100	3,900	15,013	385%	3,795	4,202.68	110.7%
PROFESSIONAL DEVELOPMENT	40,000	12,000	28,000	26,776	96%	9,000	9,167.04	101.9%
MISCELLANEOUS	10,000	-	10,000	5,179	52%	14,000	11,558.10	82.6%
SUPPLIES	340,000	(26,540)	366,540	187,980	51%	120,935	103,622.86	85.7%
HOSPITALITY	20,000	15,000	5,000	7,138	143%	5,000	2,563.80	51.3%
FUEL	60,000	10,000	50,000	37,188	74%	60,000	52,545.88	87.6%
TRANSPORTATION	4,000	300	3,700	1,980	54%	3,470	660.00	19.0%
BOARD MEETING	10,000	-	10,000	4,775	48%	10,000	9,350.00	93.5%
USE TAX	1,500	-	1,500	-	0%	1,500	327.28	21.8%
TRAVEL	10,000	-	10,000	4,524	45%	15,000	8,298.54	55.3%
SUBTOTAL	2,585,480	303,806	2,281,674	1,545,207	68%	1,772,694	1,813,557.83	102.3%
UTILITIES								
WATER	160,000	8,479	151,521	70,688	47%	97,955	109,062.04	111.3%
ELECTRICITY	330,000	20,928	309,072	217,418	70%	271,032	375,322.78	138.5%
GAS	75,000	(4,992)	79,992	53,366	67%	57,658	43,715.22	75.8%
SEWER	20,000	12,651	7,349	7,703	105%	6,400	7,436.43	116.2%
SUBTOTAL	585,000	37,066	547,934	349,175	64%	433,045	535,536.47	123.7%
TOTAL SERVICE & SUPPLY	3,170,480	340,872	2,829,608	1,894,382	67%	2,205,739	2,349,094.30	106.5%

CHICO AREA RECREATION AND PARK DISTRICT
BUDGET VERSION 2
 BUDGET VERSION 3



FY 2023/2024 CAPITAL IMPROVEMENTS

CAPITAL PROJECTS - DEFERRED MAINTENANCE/REPLACEMENT

DISTRICT WIDE	ADA Compliance Upgrades	135,000
DISTRICT WIDE	Deferred Maintenance	150,000
DISTRICT WIDE	Irrigation Smart Controller Upgrades	115,000
CARD CENTER	Roof & Exterior Repair/Painting	200,000
COMMUNITY PARK	Field House Wall Padding	27,600
DEGARMO PARK	Replace Soccer Goals	25,000
LAKESIDE	Lakeside Blinds	17,250
LAKESIDE	Lakeside Carpet Replacement	45,000
		714,850

CAPITAL PROJECTS - PLAY STRUCTURES

ROTARY PARK	Replace 5-12 Play Structure	155,250
-------------	-----------------------------	---------

CAPITAL IMPROVEMENTS

AQUATIC CENTER	Design Phase	1,700,000
LAKESIDE	Permanent Projectors	23,000
		1,723,000

CAPITAL EXPANSION

COMMUNITY PARK	Renovate & Expand Maintenance Hub	1,300,000
----------------	-----------------------------------	-----------

FIXED ASSETS

DeGarmo Painter Replacement	8,050
Gator Replacement	13,500
Wood Chipper Replacement	85,000
New Vehicle (Roving Crew)	40,000
Vehicle Replacement (2 Trucks)	80,000
Vehicle Replacement (Utility Truck)	75,000
New Standing Mower	15,000
New Gator (Wildwood)	13,500
Movie Equipment	19,000
349,050	

TOTAL 4,242,150

CARRY FORWARD 22/23

COMMUNITY PARK	Bocce Ball Court	856,000
DFJ	Chapman Park Renovation	3,112,000
HOOKER OAK	Playground	192,000
PETERSON	Playground	198,240
CARD CENTER	ADA Upgrades - Parking Lot	112,700
FIXED ASSETS	Trailer	15,000
		4,485,940

CAPITAL TOTAL 8,728,090

FUNDING SOURCES

Prop 68 Grant	2,612,000
Dev. Impact Fees	3,229,000
Neighborhood Impact Fees	706,250
CPRS Grant	150,000
General Fund Unassigned Fund Balance	2,030,840
SOURCES TOTAL 8,728,090	

**CHICO AREA RECREATION AND PARK DISTRICT
 ADMINISTRATIVE CONTRACT SERVICES
 BUDGET VERSION 3**



	2023-2024	2022-2023	CHANGE	
ADMINISTRATIVE SERVICES				
ACTUARIAL EVALUATION SOFTWARE	7,105	7,105	-	
DISTRICT ERP	45,500		45,500	
CAPITAL CAMPAING STUDY	25,000		25,000	
REGISTRATION SUPPORT FEES	150,000	150,000	-	
ERP IMPLEMENTATION	105,000	65,000	40,000	Carry Forward
IT SUPPORT	90,000	98,000	(8,000)	
COMPUTER SOFTWARE	100,000	105,000	(5,000)	
	<u>522,605</u>	<u>425,105</u>	<u>97,500</u>	
OFFICE EQUIPMENT SERVICE CONTRACTS				
COPY MACHINE	18,000	18,000	-	
POSTAGE MACHINE	6,000	6,000	-	
	<u>24,000</u>	<u>24,000</u>	<u>-</u>	
MISCELLANIOUS SERVICES				
AUDIT	17,500	17,000	500	
GASB 68 REPORTS	700	700	-	
LEGAL SERVICES	25,000	25,000	-	
EMPLOYEE BACKGROUND CHECK	20,000	18,000	2,000	
FRAUD HOTLINE	1,075	1,075	-	
ELECTION		125,000	(125,000)	
	<u>64,275</u>	<u>186,775</u>	<u>(122,500)</u>	
TOTAL ADMIN CONTRACT SERVICES	<u>610,880</u>	<u>635,880</u>	<u>(25,000)</u>	

**CHICO AREA RECREATION AND PARK DISTRICT
GENERAL FUND - SUMMARY OF FUND BALANCE
BUDGET VERSION 3**



CATEGORY	DESCRIPTION	BEGINNING	PROJECTED ACTIVITY	ENDING
SPENDABLE	COMMITTED			
	PETTY CASH	1,500	-	1,500
	GENERAL RESERVE	2,500,000		2,500,000
	COMMITTED BALANCE	2,501,500	-	2,501,500
	UNASSIGNED			
	WORKING CAPITAL	5,000,000	(1,971,645)	3,256,200
	SPENDABLE BALANCE	7,501,500	(1,971,645)	5,757,700
NON-SPENDABLE	INVESTMENT CAP ASSETS (NET OF RELATED DEBT)	26,714,068	349,050	27,015,018
	TOTAL FUND BALANCE	34,215,568	(1,622,595)	32,772,718

* Unassigned Fund Balance is affected by changes made to reserves, as well as current year net income. The Unassigned Fund Balance is an estimate and will continue to change as revenues and expenses are recorded throughout the fiscal year.

Under GASB #54 the Fund Balance is classified under different sub-categories as follows:

Spendable - Restricted: Has constraints on spending that are legally enforceable by outside parties.

Spendable - Unrestricted - Committed: Has constraints on spending that the District imposes upon itself by high-level formal action prior to the close of the period.

Spendable - Unrestricted - Assigned: Applies to resources intended for spending for a purpose set by the governing body itself or by some person or body delegated to exercise such authority in accordance with policy established by the board.

Spendable - Unrestricted - Unassigned: Residual fund balance.

Non-Spendable: Not available for spending, either now or in the future, because of the form of the asset (e.g. fixed assets).

CHICO AREA RECREATION AND PARK DISTRICT
 EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - DEVELOPMENT IMPACT FEES
 BUDGET VERSION 3



	2023-2024		2022-2023			2021-2022		
	BUDGET	INCREASE (DECREASE)	BUDGET	YTD	% BUDGET	BUDGET	ACTUAL	% BUDGET
FUND 2470 COMMUNITY PARK FEES (CITY)								
INCOME								
PARK IMPACT FEES	2,000,000	-	2,000,000	5,472,557	274%		3,305,107	
INTEREST INCOME	15,000	-	15,000	-	0%		25,477	
TOTAL INCOME	2,015,000	-	2,015,000	5,472,557	274%		3,330,583	
FUND BALANCE	12,540,628	4,972,557	7,568,070	11,025,628	146%		5,553,070	
UTILIZATION OF FUND BALANCE	3,229,000	2,337,700	891,300	500,000	56%			
ENDING FUND BALANCE	9,311,628	2,634,857	6,676,770	10,525,628	158%		5,553,070	
FUND 2480 PARK FEES (COUNTY)								
INCOME								
PARK IMPACT FEES	60,000	-	60,000	26,125	44%	60,000	76,309	127%
INTEREST INCOME	-	-	-	-	0%	700	-	0%
TOTAL INCOME	60,000	-	60,000	26,125	44%	60,700	76,309	127%
FUND BALANCE	514,618	26,125	488,493	454,618	93%	412,884	428,493	103.8%
UTILIZATION OF FUND BALANCE	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	514,618	26,125	488,493	454,618	93%	412,884	428,493	103.8%

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - ASSESSMENT DISTRICTS
BUDGET VERSION 3



	2023-2024		2022-2023			2021-2022		
	BUDGET	INCREASE (DECREASE)	BUDGET	YTD	% BUDGET	BUDGET	ACTUAL	% BUDGET
FUND 2495 OAK WAY PARK								
INCOME								
ASSESSMENTS	23,800	(96)	23,896	12,610	53%	23,820	23,030	96.7%
INTEREST INCOME	-	-	-	-	-	-	164	0.0%
TRF FROM GENERAL FUND	121,000	(7,446)	128,446	-	-	74,829	65,102	97.6%
TOTAL INCOME	144,800	(7,542)	152,342	12,610	8.3%	98,649	88,297	98%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	105,000	(20,915)	125,915	94,436	75%	71,614	71,614	100.0%
SERVICES AND SUPPLIES	39,800	13,373	26,427	14,537	55%	27,035	16,683	62%
TOTAL OPERATING EXPENSES	144,800	(7,542)	152,342	108,973	71.5%	98,649	88,297	90%
NET INCOME (LOSS)	-	-	-	(96,362.94)		-	-	

FUND 2497 PETERSON PARK								
INCOME								
ASSESSMENTS	42,400	(90)	42,490	23,638	56%	42,490	42,308	99.6%
INTEREST INCOME	-	-	-	-	-	-	302	0.0%
TRF FROM GENERAL FUND	79,000	(10,582)	89,582	-	-	38,700	43,311	111.9%
TOTAL INCOME	121,400	(10,672)	132,072	23,638	17.9%	81,190	85,921	106%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	90,500	(8,641)	99,141	74,356	75%	51,053	51,052	100.0%
SERVICES AND SUPPLIES	30,900	(2,031)	32,931	22,194	67%	30,137	34,869	116%
TOTAL OPERATING EXPENSES	121,400	(10,672)	132,072	96,550	73.1%	81,190	85,921	106%
NET INCOME (LOSS)	-	-	-	(72,912.00)		-	-	

FUND 2495 BARONI PARK								
INCOME								
ASSESSMENTS	162,300	138,404	23,896	12,610	53%	95,311	95,050	96.7%
INTEREST INCOME	-	-	-	-	-	300	708	0.0%
TRF FROM GENERAL FUND	-	(128,446)	128,446	-	-	-	967	97.6%
TOTAL INCOME	162,300	9,958	152,342	12,610	8.3%	98,649	96,725	98%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	123,250	(2,665)	125,915	94,436	75%	70,590	71,614	100.0%
SERVICES AND SUPPLIES	34,050	7,623	26,427	14,537	55%	19,721	20,056	62%
TOTAL OPERATING EXPENSES	157,300	4,958	152,342	108,973	71.5%	90,311	91,670	102%
NET INCOME (LOSS)	5,000	5,000	-	(96,363)		8,338	5,055	60.6%

FUND TBD INDIGO PARK								
INCOME								
ASSESSMENTS	30,000							
INTEREST INCOME	-							
TRF FROM GENERAL FUND	-							
TOTAL INCOME	30,000							
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	22,000							
SERVICES AND SUPPLIES	8,000							
TOTAL OPERATING EXPENSES	30,000							
NET INCOME (LOSS)	-							

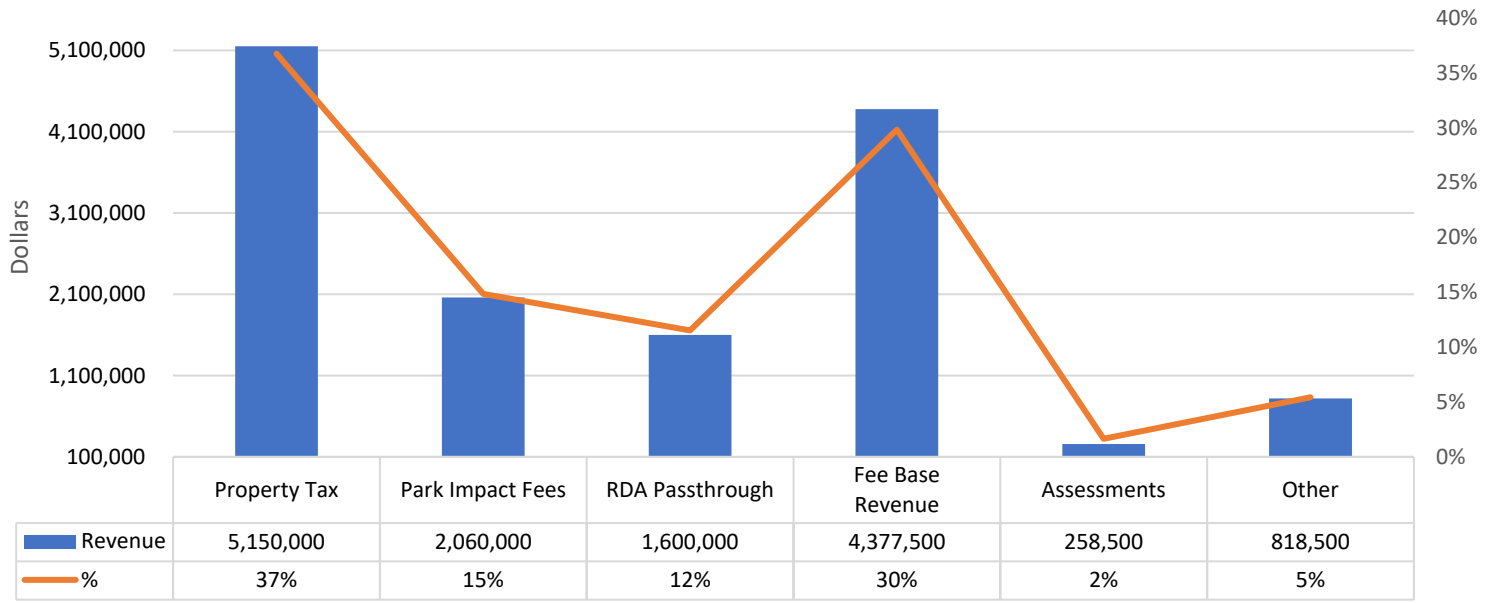
- Property tax assessments on the residents in the Oak Way, Peterson, and Baroni Assessment Districts are to support the operating costs of the parks, which are maintained by CARD.

- The Oak Way and Peterson Assessment Districts are capped and cannot be increased. CARD's General Fund supplements the operating expenses of the parks.

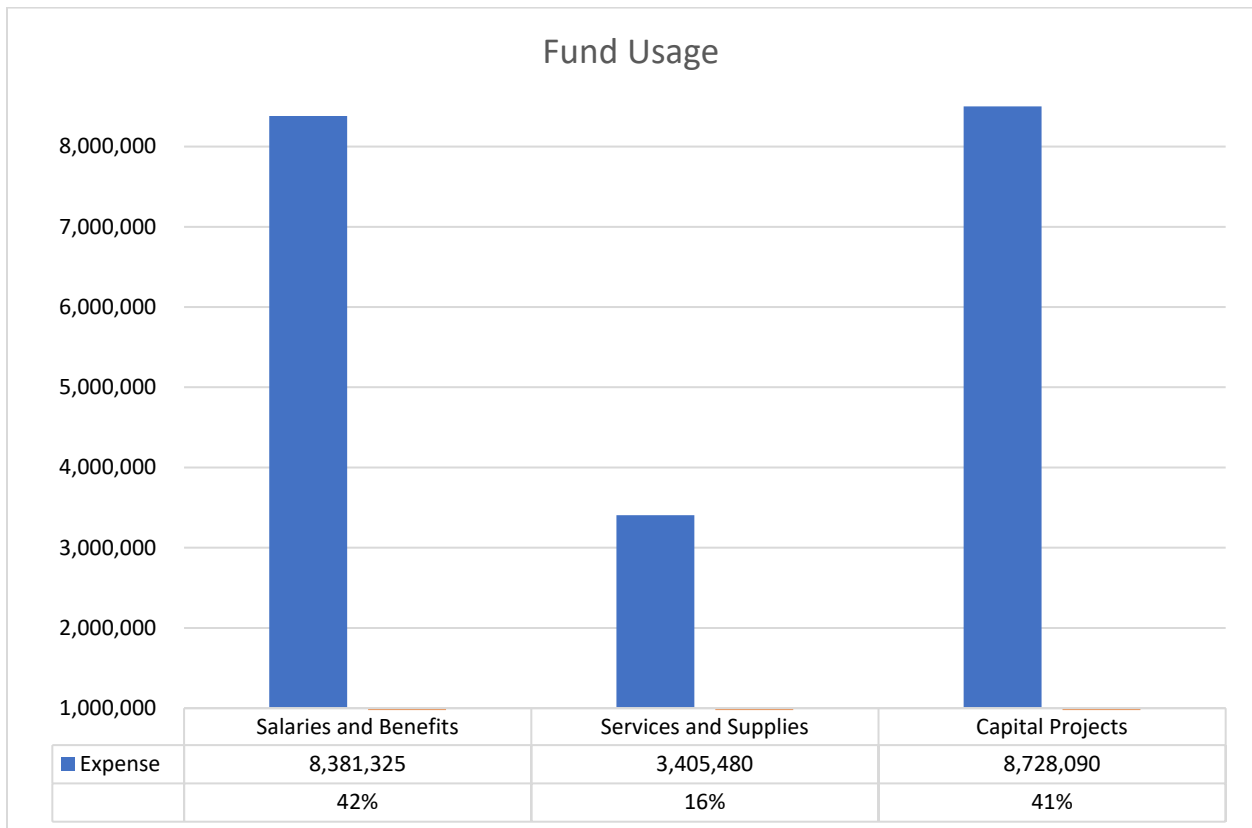
- Fund Balance is designated Spendable - Restricted for park maintenance and operation.

**CHICO AREA RECREATION AND PARK DISTRICT
SOURCES AND USAGE OF FUND
BUDGET VERSION 2**

Fund Sources



Fund Usage



CHICO AREA RECREATION AND PARK DISTRICT

BUDGET VERSION 3

PARK SITES AND FACILITIES



The Chico Area Recreation and Park District serves a 225 square mile area with an approximated population of 109,000. The District is located in the northwest corner of Butte County, California including the urban area of Chico and surrounding farmland.

The District currently operates three recreation centers, one aquatics center, one gymnasium, and six park and recreation areas. District parks range in size from .44 acres to 40 acres. Park sites and facilities operated by the District include:

FACILITIES

Community Center

Location: 545 Vallombrosa Avenue

Size: 3 acres

Facilities: CARD administrative offices, recreation classrooms and multi-purpose room

Chico Creek Nature Center

Location: 1968 East 8th Street

Size: 3.25 acres

Facilities: Animal museum, exhibit hall, nature classroom, and administrative offices

Dorothy F. Johnson Neighborhood Center

Location: 775 East 16th Street

Size: 3 acres

Facilities: Community center, playground, picnic area and basketball court

Lakeside Pavilion

Location: 2565 California Park Drive

Size: 1.6 acres

Facilities: Community center, administrative offices and multi-purpose room

Pleasant Valley Pool and Recreation Center

Location: 2320 North Avenue

Size: 1.1 acres

Facilities: Community center and swimming pool

COMMUNITY PARKS

Community Park

Location: East 20th Street and Martin Luther King Jr. Parkway

Size: 40 acres

Facilities: Playground, picnic area, softball fields, tennis courts, pickleball courts, soccer fields, sand volleyball courts, restrooms and gymnasium

DeGarmo Park

Location: 199 Leora Court

Size: 36 acres

Facilities: Pavilion, playground, picnic area, softball fields, soccer fields and dog park

Hooker Oak Recreation Area

Location: 1928 Manzanita Avenue

Size: 35 acres

Facilities: Playground, picnic area, basketball court, baseball field and softball fields

Wildwood Park

Location: 100 Wildwood Avenue

Size: 18 acres

Facilities: Pavilion and picnic area, playground and softball fields

**CHICO AREA RECREATION AND PARK DISTRICT
BUDGET VERSION 3
PARK SITES AND FACILITIES**



OTHER PARK SITES

Baroni Park

Location: Bruce Road at Remington Drive
Size: 7.285 acres
Facilities: Playground, basketball court, picnic area and open space

Centennial Park

Location: Glenshire Lane
Size: 5 acres
Facilities: Playground, basketball court, picnic area and open space

Hancock Park

Location: North Marigold Ave.
Size: 3.61 acres
Facilities: Turf play field and pathways

Hartley Park

Location: 3 Cattail Court
Size: 5 acres
Facilities: Open space

Husa Ranch/Nob Hill

Location: 868 Palo Alto St
Size: 2.9 acres
Facilities: Playground, basketball court, disk golf and open space

Henshaw Avenue Park

Location: Henshaw Avenue
Size: 5 acres
Facilities: Undeveloped

Humboldt Avenue Skatepark

Location: Humboldt Avenue at Flume Street
Size: .89 acres
Facilities: Skateboard park with restrooms

Oak Way Park

Location: 1510 West 8th Avenue
Size: 8.7 acres
Facilities: Playrooms, playground, basketball court, picnic area and restrooms

Peterson Park

Location: Rollins Lake Drive and Denali Drive
Size: 5.5 acres
Facilities: Playground, picnic area and basketball court

Rotary Park

Location: East 16th Street and Broadway
Size: .7 acres
Facilities: Playground, picnic area and basketball court

Sycamore Park

Location: One Mile Recreation Area
Size: 3.5 acres
Facilities: Softball field

Keefer Creek Park

Location: Guntren Road
Size: 10.3 acres
Facilities: Undeveloped

FY 2023/2024

CHICO AREA RECREATION AND PARK DISTRICT
SALARY SCHEDULE - PROPOSED
Effective July 1, 2023-June 30,2024

Executive Management		Range					
	General Manager	136,500 - 150,000					
Union	Classification	Step A	Step B	Step C	Step D	Step E	Step F
Unrep	Director						
	Monthly	8,500.00	8,925.00	9,371.25	9,839.81	10,331.80	10,848.39
	Annually	102,000.00	107,100.00	112,455.00	118,077.75	123,981.64	130,180.72
Unrep	Manager						
	Hourly	38.24	40.16	42.16	44.27	46.49	48.81
	Monthly	6,628.92	6,960.36	7,308.38	7,673.80	8,057.49	8,460.36
	Annually	79,547.00	83,524.35	87,700.56	92,085.59	96,689.87	101,524.36
Unrep	Admin/Customer Service Rep						
	Hourly	21.76	22.85	23.99	25.19	26.45	27.77
	Monthly	3,771.53	3,960.10	4,158.11	4,366.01	4,584.32	4,813.53
	Annually	45,258.33	47,521.24	49,897.31	52,392.17	55,011.78	57,762.37
Unrep	Finance Specialist						
	Hourly	25.01	26.26	27.57	28.95	30.40	31.92
	Monthly	4,335.09	4,551.84	4,779.44	5,018.41	5,269.33	5,532.79
	Annually	52,021.07	54,622.12	57,353.23	60,220.89	63,231.93	66,393.53
Unrep	HR/Recruitment Specialist						
	Hourly	25.01	26.26	27.57	28.95	30.40	31.92
	Monthly	4,335.09	4,551.84	4,779.44	5,018.41	5,269.33	5,532.79
	Annually	52,021.07	54,622.12	57,353.23	60,220.89	63,231.93	66,393.53
Unrep	Marketing & Communications Specialist						
	Hourly	30.82	32.36	33.98	35.67	37.46	39.33
	Monthly	5,341.58	5,608.66	5,889.10	6,183.55	6,492.73	6,817.36
	Annually	64,099.00	67,303.95	70,669.15	74,202.61	77,912.74	81,808.37
Unrep	Public Outreach Specialist						
	Hourly	30.82	32.36	33.98	35.67	37.46	39.33
	Monthly	5,341.58	5,608.66	5,889.10	6,183.55	6,492.73	6,817.36
	Annually	64,099.00	67,303.95	70,669.15	74,202.61	77,912.74	81,808.37
Unrep	Events Coordinator						
	Hourly	21.76	22.85	23.99	25.19	26.45	27.77
	Monthly	3,771.53	3,960.10	4,158.11	4,366.01	4,584.32	4,813.53
	Annually	45,258.33	47,521.24	49,897.31	52,392.17	55,011.78	57,762.37
Unrep	Recreation Coordinator						
	Hourly	25.45	26.72	28.05	29.46	30.93	32.48
	Monthly	4,410.48	4,631.01	4,862.56	5,105.68	5,360.97	5,629.02
	Annually	52,925.78	55,572.07	58,350.67	61,268.21	64,331.62	67,548.20
Supervisors Unit - Local 39	Supervisor						
	Hourly	33.46	35.13	36.89	38.73	40.67	42.70
	Monthly	5,799.59	6,089.57	6,394.05	6,713.76	7,049.44	7,401.92
	Annually	69,595.14	73,074.90	76,728.64	80,565.07	84,593.33	88,822.99
Parks Unit - SEIU	Utility II						
	Hourly	31.02	32.57	34.19	35.90	37.70	39.58
	Monthly	5,376.02	5,644.82	5,927.06	6,223.42	6,534.59	6,861.32
	Annually	64,512.24	67,737.85	71,124.75	74,680.98	78,415.03	82,335.78
Parks Unit - SEIU	Utility I						
	Hourly	26.79	28.13	29.54	31.02	32.57	34.20
	Monthly	4,644.42	4,876.64	5,120.47	5,376.49	5,645.32	5,927.59
	Annually	55,733.02	58,519.67	61,445.65	64,517.93	67,743.83	71,131.02
Parks Unit - SEIU	Maintenance Worker						
	Hourly	18.45	19.37	20.34	21.36	22.43	23.55
	Monthly	3,198.00	3,357.90	3,525.80	3,702.08	3,887.19	4,081.55
	Annually	38,376.00	40,294.80	42,309.54	44,425.02	46,646.27	48,978.58

**CHICO AREA RECREATION AND PARK DISTRICT
 BUDGET VERSION 3
 PART TIME SALARY SCHEDULE
 2023-2024 FISCAL YEAR**



Effective July 1, 2023

TITLE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Director	18.50	19.00	19.50	20.00	20.50	21.00	21.50
Program Manager	21.50	22.00	22.50	23.00	23.50	24.00	24.50
Lifeguard	16.50	17.00	17.50	18.00			
Asst Customer Service Rep	15.50	16.00	16.50				
Event Coordinator	20.00	20.50	21.00				
Finance Technician	20.00	20.50	21.00				
Head Guard	19.50	20.00	20.50				
Maintenance Aid II	16.50	17.00	17.50				
Sr Recreation Leader	16.50	17.00	17.50				
Asst. Head Guard	18.50	19.00					
Event Attendant	16.00	16.50					
Lead Event Attendant	17.00	17.50					
Maintenance Aid I	15.50	16.00					
Recreation Leader	15.50	16.00					
Swim Instructor	15.50	16.00					

TITLE	Range	Min	Max
Adult Sports Official		19.00	29.00

Jan-June 2024 (If Min Wage Increases)

TITLE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Director	19.00	19.50	20.00	20.50	21.00	21.50	22.00
Program Manager	22.00	22.50	23.00	23.50	24.00	24.50	25.00
Lifeguard	17.00	17.50	18.00	18.50			
Assistant Facilities Coordinator	19.50	20.00	21.50				
Asst Customer Service Rep	16.00	16.50	17.00				
Finance Technician	20.00	21.50	22.00				
Head Guard	20.00	20.50	21.00				
Maintenance Aid II	17.00	17.50	18.00				
Sr Recreation Leader	17.00	17.50	18.00				
Recreation Leader	16.00	16.50					
Swim Instructor	16.00	16.50					
Asst. Head Guard	19.00	19.50					
Event Attendant	16.50	17.00					
Lead Event Attendant	17.50	18.00					
Maintenance Aid I	16.00	16.50					

TITLE	Range	Min	Max
Adult Sports Official		19.00	29.00

NOTES:

Step increases are performance based and reviewed annually.

Starting salary dependent on relevant background and experience

PT Employees are limited to a maximum of 999 hours per Fiscal Year (Jul 1 - Jun 30).

Extended PT Employees are limited to a maximum of 1,559 hours per Calendar Year (Jan 1 - Dec 31).



**RESOLUTION 23-016 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

June 22, 2023

ADOPTING THE FINAL BUDGET FOR THE 2023-2024 FISCAL YEAR

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

WHEREAS, pursuant to §5784.1 of the Public Resource Code of the State of California, the Board of Directors of the Chico Area Recreation and Park District did publish a notice stating that the Preliminary Budget had been adopted and was available for inspection, and did hold and conduct a Public Hearing for the taxpayers of the District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Chico Area Recreation and Park District adopts the Final Budget for the 2023-2024 Fiscal Year.

BE IT FURTHER RESOLVED that the General Manager is authorized and directed to adjust the Final Budget as necessary to accommodate changes resulting from decisions made by the California State Legislature and approved by the Governor and/or resulting from determinations made by the Butte County Board of Supervisors and/or others that dictate adjustments be made to the Final Budget during the 2023-2024 Fiscal Year.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the **22nd day of June 2023** by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors



Chico Area Recreation and Park District Board of Directors

Staff Report FI-23-021
Finance Agenda E
Regular Agenda 5.9

STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Angie Carpenter, Finance Manager
SUBJECT: Updated Credit Card Policy and Credit Card User Agreement

Background

The need for an updated *Credit Card Policy and Credit Card User Agreement* was identified by District Staff to ensure it provides clear guidance.

Staff Recommendation

That the Board review, consider, and approve the implementation of the updated *Credit Card Policy and Credit Card User Agreement*.



POLICY # District Credit Card

POLICY #	Credit Card Policy		
EFFECTIVE DATE	TBD	VERSION #	
DATE OF LAST REVISION	6/16/2023	NEXT REVIEW DATE	4/1/2025

APPLIES TO

Division	Districtwide
Sub-Division	Finance

VERSION	REVISION DATE	DESCRIPTION OF CHANGE/SUPERSEDE	AUTHOR
1	3/21/2013	Initial	-
2	6/16/2023	Updated to supersede previous version	Angie Carpenter

RATIONALE

It is the policy of the District, to provide guidance regarding the internal controls for management of District credit cards. This policy applies to all individuals who are authorized to use District credit cards and/or who are responsible for managing credit card accounts and/or paying credit card bills.

PROCEDURE

A credit card may only be issued to a staff member whose function and duties would be enhanced by having a District credit card. Credit cards will be issued only to employees who have been approved by the General Manager. Credit cards shall not be issued or used by members of the Board of Directors. Directors will use their personal credit cards for lawful expenses of the District and seek reimbursement on a form provided by the District.

1. Only the authorized signatory can use the credit card. No more than one credit card shall be issued per cardholder. Credit limits, as appropriate, shall be set for each credit card by the General Manager.
2. All credit card bills shall be paid in a timely manner to avoid late fees and finance charges.
3. All credit card expenses shall be reasonable and necessary for the furtherance of District business and made in accordance with District policy. No personal expenses shall be charged on a District credit card. If a transaction involves both personal and District business, or if there were accidental personal charges, the employee shall reimburse the District for the appropriate portion of the expense.
4. All credit card transactions shall have vendor-provided receipts and the District purpose annotated by the cardholder.
5. All records of the District involving credit card use, including receipts, invoices, and requests for reimbursement, are disclosable public records to be maintained consistently with the District's records management policy.
6. Cardholders are required to sign the credit card user agreement.
7. The monthly credit card statement is to be reconciled by the end of the month for the month prior and submitted to the appropriate administrator for review.

###

8. District credit cards cannot be used to receive cash advances, bank checks, traveler’s checks, and/or electronic cash transfers.
9. District staff are prohibited from making purchases from sources where there is or could be perceived to be a conflict of interest.
10. The use of the District credit card for “services of a dubious nature” is expressly prohibited. “Services of a dubious nature” are defined as any goods or services that might bring the name of the District into dispute.
11. The finance office will periodically, if not at least annually review the user list and adjust limits as appropriate. Periodic expense testing will be conducted to determine appropriateness.
12. Credit Card Misconduct - Wherever a breach in this policy occurs, the General Manager or designee must assess the nature of the breach, and if significant, immediately suspend the employee’s credit card and report the breach to the police for criminal investigations. Depending upon the nature of the breach, the District may take disciplinary action in accordance with the Employee Handbook against an employee. At the next Board Meeting, the General Manager shall report:
 - The investigation of the circumstances of the breach
 - Police report and action (if any)
 - Discrepancy action taken (if any)

Authority: General Manager, Finance Manager

Author

Date

Annabel Grimm

Date

General Manager

Board of Directors Approval

Date

CREDIT CARD USER AGREEMENT

Organization Name Chico Area Recreation and Park District

Cardholder Name: _____ **Position:** _____

Credit Card #: _____ **Expiration Date:** _____

Your participation in the District Credit Card is a convenience that carries responsibilities. Although the credit card is issued in your name, it should be considered property of Chico Area Recreation and Park District (CARD) and should be used within a prudent professional judgment standard. Your signature below verifies that you understand the credit card policy and guidelines, agree to comply with them, be responsible for the terms and conditions as outlined below, and by company procedures regarding the use of the credit card.

USE

1. The District Credit Card ("the Card") is the property of CARD and is in my possession and under my strict control.
2. I will not permit the credit card to be used by any person other than myself.
3. I will only use the credit card for official District business.
4. I will immediately report any unauthorized use of the credit card to the Bank, the Finance office, and my supervisor.
5. I will not use the credit card to pay for expenses that have already been claimed (or will be claimed) by any form of allowance.
6. I understand the credit card is for District-approved purchases only, and I agree not to charge any personal purchases.
7. The cardholder shall not:
 - Split purchases to avoid the limit.
 - Obtain cash advances through the District credit card.
 - Exceed any maximum limits set by the District.
 - Authorize their own expenditure.
8. Where doubt exists as to whether an item is function-related, prior authorization should be obtained from the Cardholder's manager.
9. Improper use of this credit card can be considered a misappropriation of District funds. This may result in disciplinary action up to and including termination of employment.

CREDIT CARD USER AGREEMENT

10. If the credit card is lost or stolen, I will immediately notify the Bank by telephone and the District Finance office. I will file all applicable paperwork and documentation required related to the lost credit card.

11. If by accident the credit card was used for personal expenses, I will notify the Finance office and my supervisor immediately and repay the District.

12. As the credit card is District property, I understand that I may be periodically required to comply with internal control procedures designed to protect District assets. This may include being asked to produce the credit card to validate its existence and account number. I may also be asked to produce receipts and statements to audit its use.

13. I will comply with all District budget policies and procedures including allocations to correct budgetary accounting codes.

14. The monthly business cycle will end on the last business day of each month. All reconciliations with applicable documentation will be approved by the employee's immediate supervisor and submitted to the finance office by the 5th business day following the business cycle. This includes:
 - In all cases, obtain and retain sufficient documentation to validate the expenditure.
 - Be solely responsible for obtaining copies of lost receipts from the vendor(s).
 - Review the monthly statement for inaccuracies and report them to the finance office.
 - Verify the goods and services listed were received.

15. I will immediately return my credit card to the Finance office if I resign or retire, or if my services as an employee of the District are otherwise terminated, or if I am instructed to do so by the General Manager.

Cardholder

Date: _____

(Signature)

(Print Name)



STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Scott Schumann
SUBJECT: Community Center Parking Lot ADA Updates Contract Award

BACKGROUND

Staff have conducted an informal bid process per the recent Board adopted policy aligned with the California Uniform Construction and Cost Accounting Commission standards. Funds for this project are allocated to ADA Improvements in the 2022/2023 and the 2023/2024 budget. The bid process resulted in 5 bids detailed below:

CARD Center Parking Lot Improvement Bid Results	
Bidder	Amount
Franklin Construction Inc.	\$95,944.00
Santos Excavating Inc.	\$132,100.00
BCM Construction	\$139,963.00
Rock Creek Construction, Inc.	\$159,370.00
CO-T Construction Inc.	\$174,929.00

ANALYSIS

Comparison of bids indicated Franklin Construction as the lowest responsible bidder to perform all work associated with the installation of ADA accessible parking, ramps, striping, and parking lot repairs. Additional elements potentially resulting in further cost include fencing to secure the site based on coordination with programming/reservations, irrigation adjustment, and modifications to the seat wall due to grading and preservation of existing tree roots.

RECOMMENDATION

Board to direct staff to award bid and proceed with contract execution with Franklin Construction. The funding request captures the additional items noted above and a 15% contingency.

Bid:	\$95,944
Estimated additional project costs:	\$13,000
Contingency (15%)	\$18,015
Total	\$126,959



STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Consideration of New Classification and Associated Pay Range

BACKGROUND

As the District enters a new phase of growth and opportunity, there is a need to increase capacity and decision-making authority in internal, daily operations. In order to focus on the District's overarching goals and strategy while effectively managing the growth CARD is experiencing, expanding the hierarchy is necessary.

Currently, the Parks and Facilities Manager and Recreation Manager act as operating officers of their respective divisions, which comprise the bulk of the District's operations, without the titles or authority ordinarily afforded to those positions.

ANALYSIS

Position and compensation information and associated analysis will be provided at the meeting.

RECOMMENDATION

It is recommended that the Board of Directors consider and approve the classification change and associated pay range of the Parks and Facilities Manager and the Recreation Manager to Directors of Operation for their respective divisions.



STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Retaining New District Counsel

BACKGROUND

The District's legal counsel, who has been serving the local community for 45 years, has made the decision to retire. Staff will be seeking new legal counsel to serve the District. Interviews of various legal firms will be facilitated to determine an appropriate legal service provider.

CONCLUSION

District staff are requesting input from the Board on the interview process.



STAFF REPORT

DATE: June 22, 2023
TO: Board of Directions
FROM: Anjie Goulding
SUBJECT: Recreation Update - June

Youth Sports

ShortE Camps (ages 3-5), Little Athlete Camps (ages 5-7), Sports Camps (ages 7-12), and Sports Camp PRO (ages 11-15) are in full swing.

- Each camp focuses on creating better athletes, but more importantly, better people.
- Sports Camp PRO allows teens the opportunity to sleep in a bit and then join us for an afternoon filled with progressive skills, drills, and games.

The Junior Giants league starts the week of June 12. The fantastic FREE program is co-hosted by CARD and the SF Giants Community Fund and focuses on using non-competitive baseball and softball as a vessel to promote life skills (which is why we love it). Each player receives free weekly incentives, a free baseball/softball uniform, a water bottle, a SF Giants hat, and a glove.

- We currently have over 470 players at Community Park, with practices running Monday through Thursday.
- To get more girls to play, we are hosting our first Softball division, with over 50 girls signed up.
- This FREE program can't run without volunteers being involved as coaches, assistant coaches, and team parents. There are currently almost 100 volunteers in the program.

Toddler Camps

Toddler Camps are held at the DFJ Center and are incredibly popular this summer. Ms. Dallas runs these camps and focuses on a different theme each week. This week was Flowers & Worms. Our campers are exploring REAL worms and dirt to learn about the importance of both. Next week will be Mini Chef: Dessert, where campers will explore a variety of sweet treats and utilize the amazing newly renovated kitchen at the DFJ.

Adult Sports

The spring season ended, and summer kicked off the week of June 12.

Summer Season Teams Status:

Softball-73 | Soccer- 45 | Basketball- 10 | Volleyball- 21 | Kickball- 4

Aquatics

The pool is OPEN, and our aquatic staff cannot wait to see you in the pool!

- **Recreational Swim:** Monday – Saturday 1-3:45 PM
- **Family Swim:** Begins June 26th; Monday – Thursday 6:45-8:45PM
- **Lap Swim:** Monday – Friday 12-1 PM
- **Friday Teen Swim:** June 23rd, July 14th, July 28th, August 11th 6-8PM

Camps

CARD Summer Camps are underway and off to a GREAT start. A highlight is that our Inclusion team is providing a 1:1 aide option for Summer Camp for over 25 participants this summer! Several new families are taking advantage of this service, and we couldn't be more excited.

Nature Center

Camp Chico Creek summer camp strongly emphasizes environmental education this year. We're implementing waste, recycling, and compost buckets to help kids learn the difference, why it's important, and simple ways they can help the environment. At the end of summer, they will total how many lbs. of recycling they were able to recycle and divert from the landfill. We will also know how many lbs. of compost were repurposed through community gardens. Campers participate in afternoon stations and environmental education sessions every day, which include learning about erosion, birding hikes, survival techniques, and creek walks to look for benthic macroinvertebrates to learn what they can tell about the creek's health. There are guest speakers every week that tie into the weekly theme. For example, last week, Butte Environmental Council presented and played a game with kids about recycling for earth week.

The Living Animal Museum is in the process of preparing (deep cleaning, purchasing an owl box, building perches, and installing enrichment materials) the enclosure in anticipation of receiving a barn owl soon.

After School Program

CARD's After School Program (ASP) is focused on enrolling families for the coming school year. The ASP team is also working on hiring and working with PV High TAP (Teaching in the After School Program) teachers to prepare for the program. TAP is the PV High career pathway class that gives students the opportunity to work in ASP and receive school credit. It's a growing program, and we expect to have 21 TAP student employees next year. This is also the time that ASP works on updating its training program and overall preparation for the upcoming school year.



STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Scott Schumann
SUBJECT: Parks and Facilities Update - June

Capital Projects Updates:

Peterson Park and Hooker Oak Park Play Structures

Installations of these two play structures have been delayed due to permit approval lead times. The installations are now scheduled for September 2023.

Bocce

Steel shade structure engineering and specifications are in review with the City of Chico. Staff provided a preliminary review of this installation in February 2023, which indicated no issues with the proposed plan. Additional post-construction stormwater calculations were requested and have been submitted. The anticipated permit approval is June 2023.

Chapman Park Renovation

Demolition is underway with utilities being expanded, saw cutting of courts and parking lot, garden footprint clearing, trenching, protection of existing trees, and staking for subsequent grading. Staff is managing the project and coordinating stakeholders, which include the general contractor, subcontractors for infrastructure outside the scope of work, and fabrication/deliveries of materials associated with direct vendor purchases. The project is on track for completion in Fall 2023.

Community Park Lighting

LED Lighting replacement has been completed. The installation uncovered electrical repairs to be the cause of the failing lighting. A few lights remain inoperable. Additional work on the aging electrical wiring is being assessed to maintain the system operating until the lighting system can be replaced.

Deferred Maintenance

The Project Crew has completed the renovation of the DFJ kitchen with improvements to existing infrastructure, cabinets, counters, accessibility, and appliances. Irrigation repairs beneath the CARD Center parking lot have also been completed before the ADA improvement project commences.

Summer Operations

There is a significant increase in facility cleaning frequency to accommodate the surge in summer programming. In addition, mulch has been added to sites to support water retention in planters, reduce dust, and improve park aesthetics across the District's facilities.

Staffing

A successful application and interview process for the upcoming Utility II position was conducted. The selected candidate was an internal applicant with over 11 years of experience at CARD. He will begin his new role on July 3, 2023. Recruitment to backfill the vacancy created will start in the coming weeks.

Electrification of Park Maintenance Equipment

The parks' staff has tested various models and types of electric-powered equipment, including mowers, leaf blowers, chainsaws, hedge trimmers, and edgers. After product testing, brands and models have been selected to replace existing gas-powered equipment with electric equivalents. This will be a multi-year process of replacements associated with the California Air Resource Board's elimination of the sale of gas-operated equipment beginning January 2024.

Hooker Oak Pathway Repairs

Several areas of asphalt path repairs to improve accessibility and safe access have been addressed by in-house staff. This remaining pathway is an anticipated capital improvement item for discussion with the Facility Committee.

Vegetative Fuel Management

Significant growth in natural areas within the District has caused an increase in the frequency of reducing fuel loads compared to previous years. This growth is likely the result of the increased precipitation during winter and spring. Staff are coordinating with the Butte County Fire Marshall to ensure appropriate management and alignment with the fire code.



STAFF REPORT

DATE: June 22, 2023
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: General Manager Update – June

Grant Opportunities for Aquatic Center

LWCF: District staff submitted a grant application to the California Department of Parks and Recreation, Office of Grants and Local Services for \$6M in funding from the Land and Water Conservation Fund (LWCF) on June 1, 2023. The recipients of the grant will be announced this winter.

CRC: District staff has been working with the Red Cross to determine eligibility for the Community Resilience Centers (CRC) program grants. There are three potential grants for planning, developing, and implementing CRCs up to \$500K, \$5M, and \$10M, respectively. These grants are required to be collaborative. District staff have had preliminary conversations with representatives of Butte County to understand the scope and impact of managing a CRC and the relationship aspects with the County.

Brand Refresh

Keeping with the theme of modernization, the District engaged with Spruce Studio for a brand refresh. Refreshing the brand is one of the easiest, most impactful ways to add new life to a brand. The seal and logo remain recognizable and familiar but with a sleeker modern feel. The services cost just under \$3,000 and included a complete brand kit. The rollout of the updated brand will be primarily digital. Existing branded materials and signs will be replaced once they are used up or at their natural replacement cycle. New purchases will include the revised brand.

Neighborhood Park Funds

The City Council approved the allocation of \$650K from the Neighborhood Park Fund to augment the Chapman Renovation project and the additional amenities at Peterson Park and Hooker Oak, expanding both playgrounds.

Notable Meetings

Aquatic Advisory Committee: District staff and Confluence Inc. met with the Advisory Committee members about their vision and opportunities related to the aquatic center.

City of Chico: Meeting to discuss potential recreational opportunities.

EBC & Chico Tourism Committee: The Committee met on June 1 to discuss the committee's goals, the Travel Chico initiative and brand guidelines, and the sponsorship application process.

City Council: Attended the City Council meeting on June 6, where approval was given for the District to receive \$650K from the Neighborhood Park Fund.

Butte County Resource Conservation District (BCRCD): District staff met with BCRCD staff to discuss natural trail maintenance.

Tri Counties Bank: District staff met with Tri Counties staff to discuss banking opportunities.

Plumas Bank: Attended grand opening ceremony held on June 13.

Special Events

The kickoff to Independence Day is on July 1 at Community Park. The event includes live patriotic music from the Community Band, free hot dogs and ice cream, and activities for the whole family. The event starts at 11 AM and ends at 2 PM.

News Stories

ER – Park workers help beautify DeGarmo Park

ER – Chapman Park to get snazzy upgrades

ER – Pickleball in its prime after annual Chico Classic tournament

Contracts over \$20,000

None

SIDE-BY-SIDE COMPARISON



CARD
CHICO AREA RECREATION & PARK DISTRICT

CARD
Chico Area Recreation & Park District



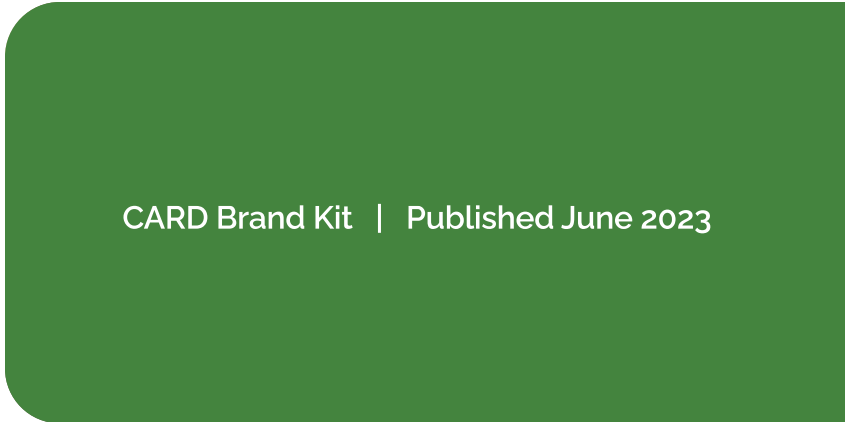
Chico Area Recreation and Park District





CARD

Chico Area Recreation & Park District



CARD Brand Kit | Published June 2023



Contents

Logos & Usage Guidelines

Primary Lockup	2
CARD Seal	4
Simple Lockup	6
Logomark	8
Logotype	10
Text Only Lockup	12

Color Palette & Proportions

Color Palette	15
Neutrals	16
Color Proportions	17

Typography

Headings	19
Body	20
Typography Pairings	21

Secondary Lockups & Iconography

Secondary Lockups	23
Iconography	25

Section One

Logos & Usage Guidelines

Primary Lockup

The primary lockup is the most universally applicable CARD logo. It's preferred for more formal or official applications like letterhead or signage, and is ideal for audiences that don't know who CARD is.

The tree symbolizes the valley oak native to Chico like the famous Hooker Oak tree. The people on the bench symbolize adults that enjoy CARD parks and programs in the present. The children are running forward towards the future of CARD. The water below symbolizes Big Chico Creek and CARD Aquatics.

Note: This is the primary option we prefer our external partners to use.



Clear Space



Use 1/2 the height of the lockup to create a clear space where nothing should be placed.

Minimum size



Minimum size is 136 px for screens or 1.25" for print.

Primary Lockup Variations

The 2 color primary version should be used whenever possible. When the 2 color version is not suitable, one of these variations can be used.

Note: Any color variations beyond those provided here must be approved.

2 Color Primary



1 Color Primary



1 Color Secondary



2 Color Primary Dark Bg



1 Color Primary Dark Bg



1 Color Secondary Dark Bg



Black



Black Bg



Grayscale



CARD Seal

The seal is excellent for wide range of uses and is also great for audiences that aren't familiar with CARD. It should never be locked up with the CARD logotype or other CARD logos.

The illustration style and layout retain this spirit of the previous logo in a fresh and playful new form. "Est. 1948" serves as a proud reminder of the many years that CARD has played an essential role in the Chico community.

Note: This is the secondary option we prefer our external partners to use.



Clear Space



Use 1/2 the height of the mark to create a clear space where nothing should be placed.

Minimum size



Minimum size is 64 px for screens or .6" for print.

CARD Seal Variations

The 2 color primary version should be used whenever possible. When the 2 color version is not suitable, one of these variations can be used.

Note: Any color variations beyond those provided here must be approved.

2 Color Primary



1 Color Primary



1 Color Secondary



2 Color Primary Dark Bg



1 Color Primary Dark Bg



1 Color Secondary Dark Bg



Black



Black Bg



Grayscale



Combined Logo

The combined logo is the most distilled form of the complete CARD brand. This logo is ideal for our audiences that already know who CARD is and for situations where more context about CARD is provided.

In the future CARD may not need to rely on the full company name to be present in primary branding.



Clear Space



Use 1/2 the height of the lockup to create a clear space where nothing should be placed.

Minimum size



Minimum size is 108 px for screens or 1" for print.

Combined Logo Variations

The 2 color primary version should be used whenever possible. When the 2 color version is not suitable, one of these variations can be used.

Note: Any color variations beyond those provided here must be approved.

2 Color Primary



1 Color Primary



1 Color Secondary



2 Color Primary Dark Bg



1 Color Primary Dark Bg



1 Color Secondary Dark Bg



Black



Black Bg



Grayscale

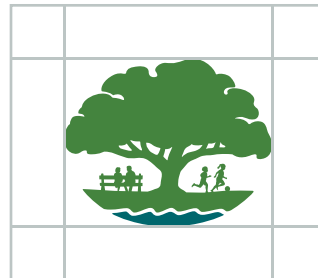


Logomark

The logomark functions as a stand alone symbol for CARD. It's ideal for social media avatars or other applications with built-in context or where additional context isn't needed.



Clear Space



Allow $\frac{1}{4}$ the width of the mark for clear space on all sides.

Minimum size



Minimum size is 54 px for screens or .5" for print.

Logomark Variations

The 2 color primary version should be used whenever possible. When the 2 color version is not suitable, one of these variations can be used.

Note: Any color variations beyond those provided here must be approved.

2 Color Primary



1 Color Primary



1 Color Secondary



2 Color Primary Dark Bg



1 Color Primary Dark Bg



1 Color Secondary Dark Bg



Black



Black Bg



Grayscale



Logotype

The logotype is a visual representation of how most Chicoins refer to CARD. It's confident and inviting. It feels well-established yet fresh—taking a wide slab serif and sprinkling in fun embellishments, customized curves, and subtly rounded corners.

This is the simplest way to apply CARD branding and is suitable for a wide range of applications.

CARD



Use 1/2 the height of the logotype to create a clear space where nothing should be placed.

Minimum size

CARD

54 px or .5"

Minimum size is 54 px for screens or .5" for print.

Logotype Variations

The primary version of the logotype should be used whenever possible. When the primary mark is not suitable, one of these variations can be used.

Note: Any color variations beyond those provided here must be approved.

Primary



Secondary



Primary Dark Bg



Secondary Dark Bg



Black



Black Bg



Grayscale

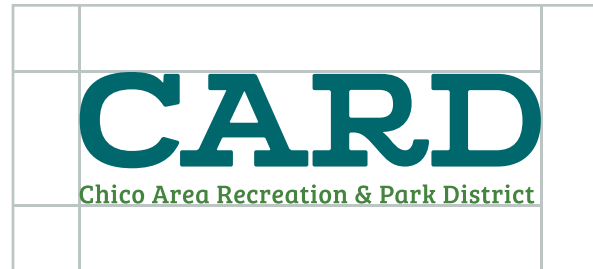


Text Only Lockup

The text only lockup is best suited for simple applications where the audience may not know who CARD is. It is also useful when there isn't horizontal room for the primary lockup or to help keep busy layouts from getting busier.



Clear Space



Use 1/2 the height of the lockup to create a clear space where nothing should be placed.

Minimum size



Minimum size is 84 px for screens or .75" for print.

Text Only Lockup Variations

The 2 color primary version should be used whenever possible. When the 2 color version is not suitable, one of these variations can be used.

Note: Any color variations beyond those provided here must be approved.

2 Color Primary



1 Color Primary



1 Color Secondary



1 Color Primary Dark Bg



1 Color Secondary Dark Bg



Black



Black Bg



Grayscale



Section Two

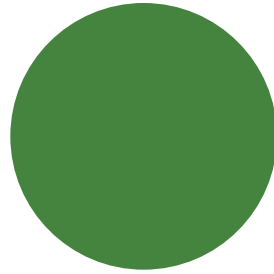
Color Palette & Proportions

Color Palette

Colors with the (T) icon are suitable for text. Colors without the icon don't meet web color standards for accessibility.

Note: Any colors beyond those provided here must be approved.

Primary Colors



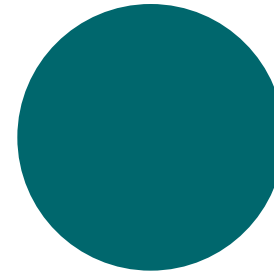
CARD Green (T)

PMS 7741 C

C: 77 M: 72 Y: 100 K: 12

R: 67 G: 131 B: 62

HEX: #43833E



CARD Blue (T)

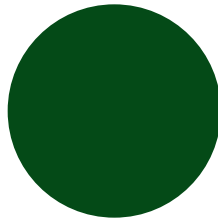
PMS 7715 C

C: 90 M: 43 Y: 50 K: 19

R: 0 G: 103 B: 106

HEX: #00676D

Secondary Colors

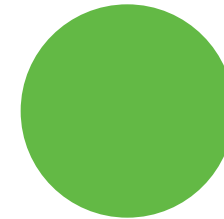


Dark Green (T)

C: 87 M: 42 Y: 100 K: 48

R: 4 G: 74 B: 24

HEX: #044A18



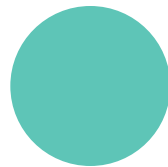
Light Green

C: 65 M: 2 Y: 100 K: 0

R: 99 G: 185 B: 69

HEX: #63B945

Tertiary Colors

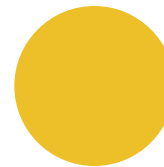


Light Blue

C: 59 M: 0 Y: 35 K: 0

R: 94 G: 197 B: 183

HEX: #5EC5B7

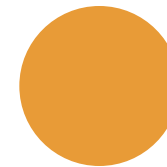


Yellow

C: 8 M: 24 Y: 97 K: 0

R: 237 G: 191 B: 41

HEX: #EDBF29



Orange

C: 7 M: 44 Y: 91 K: 0

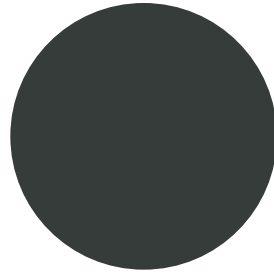
R: 232 G: 155 B: 55

HEX: #E89B37

Neutrals

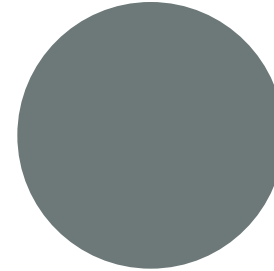
Colors with the (T) icon are suitable for text. Colors without the icon don't meet web color standards for accessibility.

Note: Any grays beyond those provided here must be approved. Black can also be used as needed for limited color print applications.



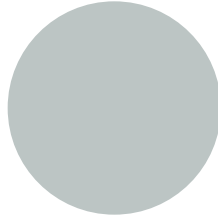
Primary Text **T** **T** **T**

C: 71 M: 59 Y: 62 K: 52
R: 54 G: 60 B: 58
HEX: #363C3A



Secondary Text **T** **T**

C: 71 M: 59 Y: 62 K: 52
R: 109 G: 120 B: 120
HEX: #6D7878



Medium Gray

C: 20 M: 10 Y: 14 K: 8
R: 188 G: 197 B: 196
HEX: #BCC5C4



Light Gray

C: 6 M: 2 Y: 3 K: 10
R: 225 G: 229 B: 229
HEX: #E1E5E5



Background Gray

C: 2 M: 0 Y: 0 K: 3
R: 246 G: 247 B: 247
HEX: #F6F7F7

Color Proportions

Maintaining proportional color usage is essential for CARD brand consistency.

White should be the most prominent color used in compositions and should be used as the background color in most cases.

CARD Green and then CARD Blue should be the primary colors used for background fills when needed.

Background Gray is best for when a slight shift from white is needed to create a separate content area.

Note: Any colors beyond those provided here must be approved.



Section Three

Typography

Headings

Bree Serif should be the primary font used for headings and titles.

Font: Bree Serif
Weight: Regular
Line Height: 115%

72 px

Heading / XXL

60 px

Heading / XL

40 px

Heading / Large

32 px

Heading / Medium

24 px

Heading / Small

18 px

Heading / xs

Text

Raleway should be the primary font used for body copy and can also be used as secondary titles or larger text as needed.

Font: Raleway

Weights: Regular or Semibold

Line Height: 150%

32 px

Title Large / Regular
Title Large / Semibold

24 px

Title / Regular
Title / Semibold

18 px

Text / Body Large / Regular
Text / Body Large / Semibold

16 px

Text / Body Medium / Regular
Text / Body Medium / Semibold

14 px

Text / Body Small / Regular
Text / Body Small / Semibold

12 px

Text / Caption / Regular
Text / Caption / Semibold

10 px

Text / Footnote / Regular
Text / Footnote / Semibold

Typography Pairing

As a general rule, headings or titles should be paired with body copy that is 1-3 steps down on the type scale. The heading and body sizes in the scale are named for easy pairing.

Smaller sizes are contextually named as a recommendation for best use (i.e. Caption, Footnote).

Sample 1:

Heading / Medium (32 px)

Body Medium (16 px - 3 steps down)

Sample 2:

Title (18 px)

Body Small (14 px - 2 steps down)

Caption (12 px - 1 step down)

Samples

**Sign Up Today for CARD
After School Programs** 32 px

Looking for a safe and fun place to send your children after school? CARD's After School Program is the place for you! In addition to time for homework, arts, crafts, games, and free play, children will have time to socialize and build friendships. 16 px

Aquatics 18 px

- Swim Lessons 14 px
- Private Adaptive Swim Lessons (Goldfish)
- Pool Rentals

[READ MORE](#) 12 px

Section Four

Secondary Lockups & Iconography

Secondary Lockups



Secondary Lockups

CARD
Nature Center

CARD
Youth Sports

CARD
Events

CARD
Parks

CARD
Adult Sports

CARD
Human Resources

CARD
Trips & Tours

CARD
Aquatics

CARD
For the Love of the Game

CARD
Facility Rentals

CARD
Classes

CARD
Helping People Play

CARD
After School Programs

CARD
Camps

Iconography

All icons were sourced from thenounproject.com and were made by the same creator [IconMark](#).

The majority of these icons are from their [Activities](#) collection.

Additional icons are from their [Miscellaneous 4](#) collection.

Outdoor Activities by [IconMark](#)



Miscellaneous 4 by [IconMark](#)

