
BOARD OF DIRECTORS REGULAR MEETING

Thursday, June 27, 2024 – 4:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711
Agenda posted prior to 4:00 PM Monday, June 24, 2024

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 Director
Scott Schumann, Parks and Facilities Director

LEGAL COUNSEL

Jackson Glick, Sac Valley Law

A G E N D A

Zoom Meeting Information:

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

Meeting ID: 816 0763 6750

Passcode: 156857

1. CALL TO ORDER

1.1. Roll Call

2. PUBLIC COMMENTS

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

3. CONSENT AGENDA *Action Requested: Board of Directors approve the consent agenda.*

3.1. Minutes of the Regular Meeting of the Board of Directors on May 23, 2024

3.2. May 2024 Monthly Financial Report (Staff Report FI-24-024)

4. REGULAR AGENDA

4.1. Committees– *Information provided/possible action*

4.1.1. Finance Committee

4.1.2. Facility Committee- next meeting is July 17th, 2024.

4.2. Updated Policies (Staff Report 24-033) - *Action Requested: Board of Directors approve updated policies.*

District Staff have updated the following policies to ensure compliance with the Government Code and to better align with current business practices. The policies are:

- Code of Conduct

4.3. Ice Rink Operations (Staff Report 24-034) *Action Requested: Board of Directors approve the District operating the Ice Rink in partnership with the City of Chico.*

District staff are requesting that the Board discuss the upcoming Winter Season Ice Rink Operation.

4.4. Regular Board Meeting Date Change *Action Requested: Board of Directors approve rescheduling the November and December regular board meetings.*

4.5. Items Removed from the Consent Agenda

5. NEW BUSINESS

5.1. Approving Administrative Annexation Procedures Community Facilities District No. 2023-01 (Staff Report FI-24-025 and Resolution 24-012) - *Action Requested: The Board of Directors approve Resolution 24-012 to conduct proceedings related to the annexation of a Community Facilities District (CFD).*

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

5.2. Ordering The Levy Of Special Taxes For Fiscal Year 2024-25, Within Community Facilities District No. 2023-01 (Staff Report 24-026 and Resolution 24-013) - *Action Requested: The Board of Directors approve Resolution 24-013 to levy special taxes for fiscal year 2024-2025.*

Ordering the levy of special taxes within the Community Facilities District No. 2023-01 (agenda item 5.1.)

5.3. Community Park Maintenance Design Build Award (Staff Report FI-24-027) - *Action Requested: Board of Directors award the Community Park Maintenance Building and Restroom project to BCM Construction with a 10% contingency per the District's policy.*

The Community Park Maintenance Building and Restroom Project be awarded to BCM Construction.

5.4. Community Park Street Connection (Staff Report FI-24-028) - *Action Requested: Information provided, discussion, possible action.*

District staff are requesting a discussion with the Board about a street connection project at Community Park.

5.5. Asbestos Abatement and Demolition (Staff Report 24-035) - *Action Requested: Approve the contract to abate and demolish the building on the Garner Lane property.*

The building located on Garner Lane has been abandoned and has been a nuisance.

6. DIRECTOR COMMENTS

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

7. STAFF COMMENTS

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

Recreation Update (Staff Report 24-036)

Parks and Facilities Update (Staff Report 24-037)

General Manager Update (Staff Report 24-038)

8. CLOSED SESSION

Pursuant to Government Code 54956.9: Conference with Legal Counsel-Existing Litigation - Tarman

Pursuant to Government Code 54957.6: Labor Negotiations - General Manager

9. ADJOURNMENT

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

BOARD OF DIRECTORS REGULAR MEETING MINUTES

May 23, 2024 – 4:00 P.M.

DRAFT

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

Board Members Absent:

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

Legal Counsel Present: Chris Heckman, 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

There was no public comment.

3. CONSENT AGENDA

3.1. Minutes of the Regular Meeting of the Board of Directors on April 25, 2024

3.2. Monthly Financial Reports (Staff Report FI-24-015)

Monthly Reports for January, February April 2024 were approved.

3.3. Irrigation Improvement Project Award (Staff Report FI-24-022)

The Board of Directors awarded Dawson and Son Inc. with the Irrigation Smart Controller contract for a total of \$175,000.

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

The motion was unanimously approved.

4. REGULAR AGENDA

4.1. Committee Report Out

There was no report.

4.2. Authorizing the Destruction of Records (Staff Report 24-025 & Resolution 24-008)

M/S/C/ (Directors Lando/Norden) Board of Directors adopted Resolution 24-008 which authorized the destruction of certain expired records as provided in Government Code Sections 60200-60203 guidelines.

The motion was approved.

Ayes: McGinnis, Lando, Norden, Worley

Noes: Donnan

4.3. Establishing Appropriations Limits for Fiscal Year 2024-2025 (Staff Report FI-24-020 and Resolution 24-009)

M/S/C/ (Directors Lando/Worley) Board of Directors adopted Resolution 24-009 establishing Appropriations Limits for the 2024-2025 Fiscal Year.

The motion was unanimously approved.

4.4. Adopting the Final Budget for Fiscal Year 2024-2025 (Staff Report FI-24-021 and Resolution 24-010)

M/S/C/ (Directors Lando/McGinnis) Board of Directors adopted Resolution 24-010, approving the Final Budget for the 2024-2025 Fiscal Year.

The motion was unanimously approved.

4.5. Public Hearing of Continuation of Landscape and Lighting Assessment Districts (Staff Report FI-24-023 & Resolution 24-011)

The Board of Directors held a public hearing beginning at **4:13** and ending at **4:14**. There were no public comments.

M/S/C/ (Directors Lando/Worley) The Board of Directors adopted Resolution 24-011 which orders the continuation of the levy of assessment for Fiscal Year 2024-25 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.

5. NEW BUSINESS

5.1. DeGarmo Beyond Golf Lease (Staff Report 24-026)

M/S/C/ (Directors Lando/Worley) The Board of Directors approved entering into a lease with Beyond Golf, with the amendment that construction of Phase One will be complete two years following the obtainment of permits for the project, and staff will approve the design of the physical structure.

The motion was unanimously approved.

5.2. Observatory Lease (Staff Report 24-027)

M/S/C/ (Directors Lando/Norden) The Board of Directors approved the lease between the District and the City of Chico for the Chico Observatory.

The motion was unanimously approved.

5.3. 2024-2025 Ice Rink Operating Discussion (Staff Report 24-028)

Finance Committee

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Angie Carpenter
SUBJECT: May Monthly Financials

BACKGROUND

May 2024 was a busy and productive month as we prepared for the summer season, adding the approved budget for next fiscal year, year-end close preparations, and completing the financial aspects of our new software implementation. Please find attached the financial reports for May. As discussed in our previous meeting, we value the board's feedback and welcome any suggestions on how we can enhance these reports or if there were specific details you would like to see included in future updates.

ANALYSIS

May represents **91.6%** of the budget for the year.

- **Revenue is 153.54%** of the budget for the year.
 - Investment Income across all funds \$781,069 YTD.

- **Expense is 90.8%** of budget.
 - Utilities are trending higher than pace due to PG&E increases in January and again in April.
 - Operating expenses (OE) are trending high as some services and supplies attributed to repairs and maintenance (R&M) are rolled up in OE based on the account code. Please note budget balance in the R&M line.

- As stated last month, the Program Summary Report has several programs that did not contain a budget or appear to report negative net income. With the implementation of the new accounting system, a new department and program structure was created to improve oversight and activity tracking. These issues will be corrected in July with the new budget year.
 - Program expenses for camps and youth sports are higher than revenue in preparation for the summer season.
 - Adult Sports revenue is 12% above budget.



Monthly Financial Reports

May 2024

KEY TERMS

Original: Board adopted budget amount

Current: Subsequent Board approved budget changes

Period Activity: Financial transactions occurring in the month being reported

Fiscal Activity: Year-to-date information

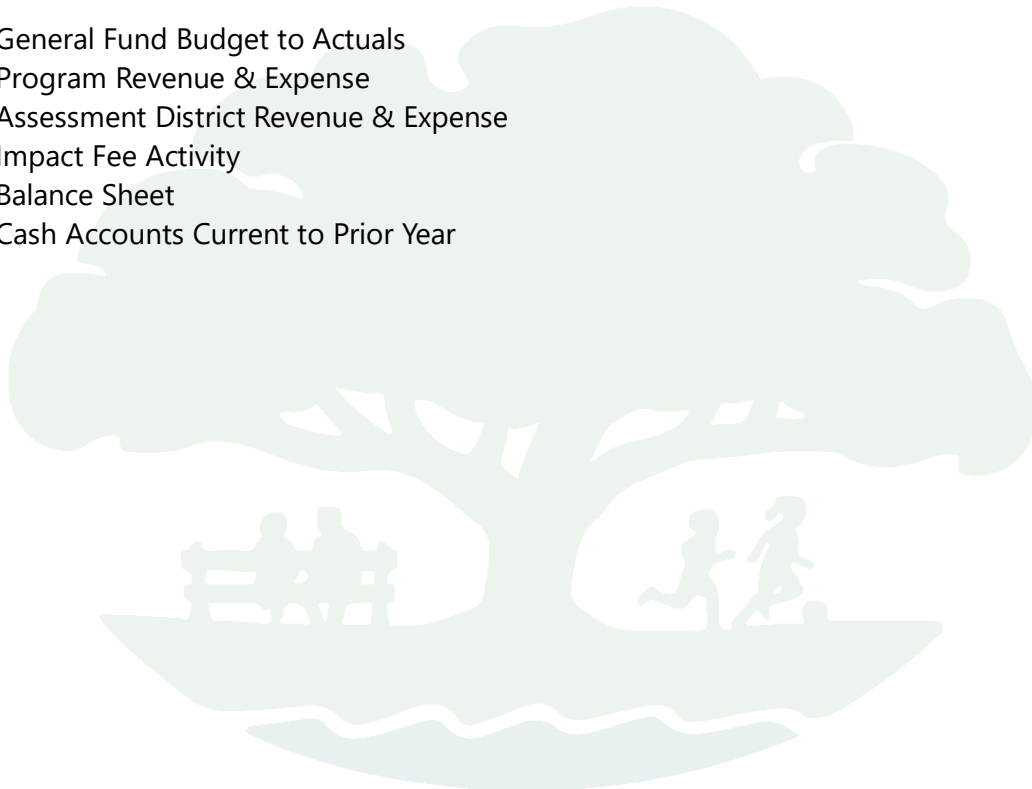
Variance: Fiscal Activity less the Current Budget

Percent Used: Percentage of Fiscal Activity from the Current Budget.

Figures: Surplus is a positive and Deficit is shown as a negative (-) number

REPORT SECTIONS

1. General Fund Budget to Actuals
2. Program Revenue & Expense
3. Assessment District Revenue & Expense
4. Impact Fee Activity
5. Balance Sheet
6. Cash Accounts Current to Prior Year





Chico Area Recreation and Park District

General Fund Report Budget to Actuals

For Fiscal: FY 2024 Period Ending: 05/31/2024

Clas...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 90 - General Funds						
Revenue						
50 - Taxes & Fees	7,078,500.00	7,078,500.00	2,750,223.35	12,582,603.88	5,504,103.88	177.75%
51 - Other Income	5,040,500.00	5,040,500.00	329,373.07	5,619,215.67	578,715.67	111.48%
52 - Special Event	0.00	0.00	4,862.00	370,299.33	370,299.33	0.00%
Revenue Total:	12,119,000.00	12,119,000.00	3,084,458.42	18,572,118.88	6,453,118.88	153.24%
Expense						
60 - Salaries and Wages	6,975,000.00	6,975,000.00	762,284.61	6,062,072.09	912,927.91	86.91%
61 - Employee Benefits	1,590,075.00	1,590,075.00	454,553.16	1,139,299.85	450,775.15	71.65%
62 - Operating Expenses	2,484,980.00	2,484,980.00	169,231.82	2,484,606.85	373.15	99.98%
63 - Repairs & Maintenance	330,500.00	330,500.00	8,308.43	148,503.90	181,996.10	44.93%
64 - Utilities	540,000.00	540,000.00	57,577.93	581,681.25	-41,681.25	107.72%
68 - Depreciation Expense	0.00	0.00	0.00	406,196.22	406,196.22	0.00%
69 - Other Expenses	15,000.00	15,000.00	0.00	12,865.49	2,134.51	85.77%
Expense Total:	11,935,555.00	11,935,555.00	1,451,955.95	10,835,225.65	1,912,721.79	90.78%
Fund: 90 - General Funds Surplus (Deficit):	183,445.00	183,445.00	1,632,502.47	7,736,893.23	4,540,397.09	4,217.55%
Report Surplus (Deficit):	183,445.00	183,445.00	1,632,502.47	7,736,893.23	4,540,397.09	4,217.55%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
90 - General Funds	183,445.00	183,445.00	1,632,502.47	7,736,893.23	4,540,397.09
Report Surplus (Deficit):	183,445.00	183,445.00	1,632,502.47	7,736,893.23	4,540,397.09



Program Summary Report

For Fiscal: FY 2024 Period Ending: 05/31/2024

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 11000 - DST - General						
Revenue	6,868,500.00	6,868,500.00	1,338,134.29	10,697,479.00	3,828,979.00	155.75%
Expense	6,995,830.00	6,995,830.00	378,196.69	4,256,111.77	2,739,718.23	60.84%
Program: 11000 - DST - General Surplus (Deficit):	-127,330.00	-127,330.00	959,937.60	6,441,367.23	6,568,697.23	-5,058.80%
Program: 11010 - Facility Rentals						
Revenue	475,000.00	475,000.00	31,301.25	357,816.21	-117,183.79	75.33%
Expense	92,000.00	92,000.00	30,622.82	143,958.48	-51,958.48	156.48%
Program: 11010 - Facility Rentals Surplus (Deficit):	383,000.00	383,000.00	678.43	213,857.73	-169,142.27	55.84%
Program: 11020 - Picnic Rentals						
Revenue	0.00	0.00	6,964.00	11,207.00	11,207.00	0.00%
Program: 11020 - Picnic Rentals Total:	0.00	0.00	6,964.00	11,207.00	11,207.00	0.00%
Program: 11025 - Large Scale Rental						
Revenue	0.00	0.00	650.00	650.00	650.00	0.00%
Program: 11025 - Large Scale Rental Total:	0.00	0.00	650.00	650.00	650.00	0.00%
Program: 11030 - Special Events						
Revenue	50,000.00	50,000.00	4,862.00	80,171.17	30,171.17	160.34%
Expense	0.00	0.00	4,504.86	129,162.75	-129,162.75	0.00%
Program: 11030 - Special Events Surplus (Deficit):	50,000.00	50,000.00	357.14	-48,991.58	-98,991.58	-97.98%
Program: 22100 - Ice Rink Recreation						
Revenue	0.00	0.00	0.00	315,131.58	315,131.58	0.00%
Expense	0.00	0.00	-4,159.51	106,326.57	-106,326.57	0.00%
Program: 22100 - Ice Rink Recreation Surplus (Deficit):	0.00	0.00	4,159.51	208,805.01	208,805.01	0.00%
Program: 22200 - Contracted Camp						
Revenue	0.00	0.00	0.00	124,093.42	124,093.42	0.00%
Expense	0.00	0.00	0.00	11,241.12	-11,241.12	0.00%
Program: 22200 - Contracted Camp Surplus (Deficit):	0.00	0.00	0.00	112,852.30	112,852.30	0.00%
Program: 22210 - Camp Chi-Da-CA						
Revenue	223,000.00	223,000.00	0.00	134,374.00	-88,626.00	60.26%
Expense	127,000.00	127,000.00	9,224.49	86,889.45	40,110.55	68.42%
Program: 22210 - Camp Chi-Da-CA Surplus (Deficit):	96,000.00	96,000.00	-9,224.49	47,484.55	-48,515.45	49.46%
Program: 22220 - Summertime Delight						
Revenue	183,200.00	183,200.00	0.00	125,257.00	-57,943.00	68.37%
Expense	138,000.00	138,000.00	8,755.63	82,525.47	55,474.53	59.80%
Program: 22220 - Summertime Delight Surplus (Deficit):	45,200.00	45,200.00	-8,755.63	42,731.53	-2,468.47	94.54%
Program: 22230 - School Year Camps						
Revenue	33,700.00	33,700.00	0.00	4,275.00	-29,425.00	12.69%
Expense	0.00	0.00	1,890.51	4,603.12	-4,603.12	0.00%
Program: 22230 - School Year Camps Surplus (Deficit):	33,700.00	33,700.00	-1,890.51	-328.12	-34,028.12	-0.97%
Program: 22240 - Camp Chico Creek						
Expense	6,000.00	6,000.00	7,820.05	16,412.02	-10,412.02	273.53%
Program: 22240 - Camp Chico Creek Total:	6,000.00	6,000.00	7,820.05	16,412.02	-10,412.02	273.53%
Program: 22300 - Field Reservations						
Revenue	0.00	0.00	4,546.95	34,323.49	34,323.49	0.00%
Expense	0.00	0.00	4,630.99	12,819.63	-12,819.63	0.00%
Program: 22300 - Field Reservations Surplus (Deficit):	0.00	0.00	-84.04	21,503.86	21,503.86	0.00%
Program: 22310 - Youth Sports						
Revenue	260,000.00	260,000.00	24,185.13	343,826.65	83,826.65	132.24%
Expense	192,000.00	192,000.00	42,383.26	235,999.08	-43,999.08	122.92%

Budget Report

For Fiscal: FY 2024 Period Ending: 05/31/2024

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 22310 - Youth Sports Surplus (Deficit):	68,000.00	68,000.00	-18,198.13	107,827.57	39,827.57	158.57%
Program: 22320 - Adult Sports						
Revenue	200,000.00	200,000.00	28,122.96	225,777.79	25,777.79	112.89%
Expense	153,000.00	153,000.00	40,691.83	163,387.94	-10,387.94	106.79%
Program: 22320 - Adult Sports Surplus (Deficit):	47,000.00	47,000.00	-12,568.87	62,389.85	15,389.85	132.74%
Program: 22330 - DFJ Admin						
Revenue	50,000.00	50,000.00	846.00	10,107.00	-39,893.00	20.21%
Expense	0.00	0.00	5,357.38	19,149.22	-19,149.22	0.00%
Program: 22330 - DFJ Admin Surplus (Deficit):	50,000.00	50,000.00	-4,511.38	-9,042.22	-59,042.22	-18.08%
Program: 22400 - Contract Programs						
Revenue	149,500.00	149,500.00	19,290.71	185,677.02	36,177.02	124.20%
Expense	175,000.00	175,000.00	27,487.76	227,720.12	-52,720.12	130.13%
Program: 22400 - Contract Programs Surplus (Deficit):	-25,500.00	-25,500.00	-8,197.05	-42,043.10	-16,543.10	164.87%
Program: 22510 - Afterschool Program - CARD						
Revenue	2,730,000.00	2,730,000.00	125,036.45	2,865,720.82	135,720.82	104.97%
Expense	1,653,000.00	1,653,000.00	267,882.68	1,395,528.37	257,471.63	84.42%
Program: 22510 - Afterschool Program - CARD Surplus (Deficit):	1,077,000.00	1,077,000.00	-142,846.23	1,470,192.45	393,192.45	136.51%
Program: 22600 - Nature Pre-School						
Revenue	0.00	0.00	6,959.79	214,990.75	214,990.75	0.00%
Expense	0.00	0.00	797.20	16,316.91	-16,316.91	0.00%
Program: 22600 - Nature Pre-School Surplus (Deficit):	0.00	0.00	6,162.59	198,673.84	198,673.84	0.00%
Program: 22610 - Trips						
Revenue	0.00	0.00	0.00	13,266.52	13,266.52	0.00%
Expense	0.00	0.00	0.00	2,800.00	-2,800.00	0.00%
Program: 22610 - Trips Surplus (Deficit):	0.00	0.00	0.00	10,466.52	10,466.52	0.00%
Program: 22620 - Seniors						
Revenue	25,000.00	25,000.00	0.00	1,200.05	-23,799.95	4.80%
Expense	0.00	0.00	0.00	1,110.00	-1,110.00	0.00%
Program: 22620 - Seniors Surplus (Deficit):	25,000.00	25,000.00	0.00	90.05	-24,909.95	0.36%
Program: 22630 - Nature ABC						
Revenue	0.00	0.00	2,219.43	4,591.76	4,591.76	0.00%
Expense	0.00	0.00	167.30	1,212.61	-1,212.61	0.00%
Program: 22630 - Nature ABC Surplus (Deficit):	0.00	0.00	2,052.13	3,379.15	3,379.15	0.00%
Program: 22640 - NC Admin						
Revenue	335,000.00	335,000.00	15,080.00	36,794.65	-298,205.35	10.98%
Expense	205,000.00	205,000.00	18,940.45	143,956.39	61,043.61	70.22%
Program: 22640 - NC Admin Surplus (Deficit):	130,000.00	130,000.00	-3,860.45	-107,161.74	-237,161.74	-82.43%
Program: 22800 - Recreation Swim						
Revenue	165,000.00	165,000.00	4,359.00	23,640.50	-141,359.50	14.33%
Expense	152,000.00	152,000.00	12,459.44	90,496.44	61,503.56	59.54%
Program: 22800 - Recreation Swim Surplus (Deficit):	13,000.00	13,000.00	-8,100.44	-66,855.94	-79,855.94	-514.28%
Program: 22810 - Sycamore Pool Rec						
Expense	0.00	0.00	1,013.06	1,013.06	-1,013.06	0.00%
Program: 22810 - Sycamore Pool Rec Total:	0.00	0.00	1,013.06	1,013.06	-1,013.06	0.00%
Program: 22820 - Swim Lessons						
Revenue	0.00	0.00	0.00	40,920.90	40,920.90	0.00%
Program: 22820 - Swim Lessons Total:	0.00	0.00	0.00	40,920.90	40,920.90	0.00%
Program: 22900 - Youth Leader						
Revenue	8,100.00	8,100.00	0.00	-90.00	-8,190.00	1.11%
Expense	6,000.00	6,000.00	678.46	1,702.12	4,297.88	28.37%
Program: 22900 - Youth Leader Surplus (Deficit):	2,100.00	2,100.00	-678.46	-1,792.12	-3,892.12	-85.34%
Program: 22910 - Inclusion						
Revenue	50,000.00	50,000.00	9,444.46	40,554.08	-9,445.92	81.11%
Expense	28,500.00	28,500.00	8,778.61	28,478.80	21.20	99.93%

Budget Report

For Fiscal: FY 2024 Period Ending: 05/31/2024

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 22910 - Inclusion Surplus (Deficit):	21,500.00	21,500.00	665.85	12,075.28	-9,424.72	56.16%
Program: 33120 - Nature Center						
Revenue	0.00	0.00	0.00	600.00	600.00	0.00%
Program: 33120 - Nature Center Total:	0.00	0.00	0.00	600.00	600.00	0.00%
Report Surplus (Deficit):	1,882,670.00	1,882,670.00	753,878.46	8,713,434.92	6,830,764.92	462.82%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
90 - General Funds	1,882,670.00	1,882,670.00	753,878.46	8,713,434.92	6,830,764.92
Report Surplus (Deficit):	1,882,670.00	1,882,670.00	753,878.46	8,713,434.92	6,830,764.92



Chico Area Recreation and Park District

Budget Report

Assessment District Revenue & Expense

For Fiscal: FY 2024 Period Ending: 05/31/2024

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 60 - Baroni Park						
Revenue	162300	162300	0	106944.39	-55355.61	0.65893
Expense	157300	157300	7465.22	88586.3	68713.7	0.563168
Fund: 60 - Baroni Park Surplus (Deficit):	5000	5000	-7465.22	18358.09	13358.09	3.671618
Fund: 63 - Indigo Park						
Revenue	30000	30000	0	51657.01	21657.01	1.7219
Expense	30000	30000	7254.01	33101.49	-3101.49	1.103383
Fund: 63 - Indigo Park Surplus (Deficit):	0	0	-7254.01	18555.52	18555.52	0
Fund: 65 - Oak Way Park						
Revenue	144800	144800	0	23106.31	-121693.69	0.159574
Expense	144800	144800	9030.77	112157.86	32642.14	0.774571
Fund: 65 - Oak Way Park Surplus (Deficit):	0	0	-9030.77	-89051.55	-89051.55	0
Fund: 67 - Peterson Park (Amber Grove)						
Revenue	121400	121400	0	142395.66	20995.66	1.172946
Expense	121400	121400	9440.61	96862.51	24537.49	0.797879
Fund: 67 - Peterson Park (Amber Grove) Surplus (Deficit):	0	0	-9440.61	45533.15	45533.15	0
Report Surplus (Deficit):	5000	5000	-33190.61	-6604.79	-11604.79	-1.320958

Fund Summary

Fund	Original	Current	Period	Fiscal	Variance
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)
60 - Baroni Park	5000	5000	-7465.22	18358.09	13358.09
63 - Indigo Park	0	0	-7254.01	18555.52	18555.52
65 - Oak Way Park	0	0	-9030.77	-89051.55	-89051.55
67 - Peterson Park (Amber Grove)	0	0	-9440.61	45533.15	45533.15
Report Surplus (Deficit):	5000	5000	-33190.61	-6604.79	-11604.79



Chico Area Recreation and Park District

Impact Fees Report

Summary

For Fiscal: FY 2024 Period Ending: 05/31/2024

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 70 - City Impact Fees (Community Park)						
Revenue	2,000,000.00	2,000,000.00	0.00	635,757.54	-1,364,242.46	31.79%
Fund: 70 - City Impact Fees (Community Park) Total:	2,000,000.00	2,000,000.00	0.00	635,757.54	-1,364,242.46	31.79%
Fund: 80 - County Impact Fees						
Revenue	60,000.00	60,000.00	9,500.00	62,764.53	2,764.53	104.61%
Fund: 80 - County Impact Fees Total:	60,000.00	60,000.00	9,500.00	62,764.53	2,764.53	104.61%
Report Total:	2,060,000.00	2,060,000.00	9,500.00	698,522.07	-1,361,477.93	33.91%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
70 - City Impact Fees (Community	2,000,000.00	2,000,000.00	0.00	635,757.54	-1,364,242.46	31.79%
80 - County Impact Fees	60,000.00	60,000.00	9,500.00	62,764.53	2,764.53	104.61%
Report Total:	2,060,000.00	2,060,000.00	9,500.00	698,522.07	-1,361,477.93	33.91%



Chico Area Recreation and Park District

Balance Sheet
Account Summary
 As Of 05/31/2024

Account	Name	Balance
Fund: 60 - Baroni Park		
Assets		
60-1021	Claim On Cash - Baroni Park	123,220.23
	Total Assets:	123,220.23
		<u>123,220.23</u>
Liability		
60-2054	Due to Other Funds	64,625.55
	Total Liability:	64,625.55
Equity		
60-3020	Fund Balance - Restricted	40,236.59
	Total Beginning Equity:	40,236.59
Total Revenue		106,944.39
Total Expense		88,586.30
Revenues Over/Under Expenses		18,358.09
	Total Equity and Current Surplus (Deficit):	58,594.68
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>123,220.23</u>

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 63 - Indigo Park			
Assets			
63-1021	Claim On Cash - Indigo Park	23,665.91	
	Total Assets:	<u>23,665.91</u>	<u>23,665.91</u>
Liability			
63-2054	Due to Other Funds	5,062.64	
63-2099	Due To - Indigo Park	47.75	
	Total Liability:	<u>5,110.39</u>	
Total Revenue		51,657.01	
Total Expense		<u>33,101.49</u>	
Revenues Over/Under Expenses		18,555.52	
	Total Equity and Current Surplus (Deficit):	18,555.52	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>23,665.91</u>

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 65 - Oak Way Park			
Assets			
65-1021	Claim On Cash - Oak Way Park	-8,898.78	
	Total Assets:	-8,898.78	-8,898.78
Liability			
65-2054	Due To Other Funds	80,303.97	
	Total Liability:	80,303.97	
Equity			
65-3030	Fund Balance - Committed	-151.20	
	Total Beginning Equity:	-151.20	
Total Revenue		23,106.31	
Total Expense		112,157.86	
Revenues Over/Under Expenses		-89,051.55	
	Total Equity and Current Surplus (Deficit):	-89,202.75	
	Total Liabilities, Equity and Current Surplus (Deficit):		-8,898.78

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 67 - Peterson Park (Amber Grove)			
Assets			
67-1021	Claim On Cash - Peterson Park	-66,553.90	
67-1230	Construction in Progress	177,600.36	
	Total Assets:	111,046.46	<u>111,046.46</u>
Liability			
67-2054	Due To Other Funds: Peterson Park	65,775.19	
67-2099	Due To - Peterson Park	16.19	
	Total Liability:	65,791.38	
Equity			
67-3030	Fund Balance - Committed	-278.07	
	Total Beginning Equity:	-278.07	
Total Revenue		142,395.66	
Total Expense		96,862.51	
Revenues Over/Under Expenses		45,533.15	
	Total Equity and Current Surplus (Deficit):	45,255.08	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>111,046.46</u>

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 70 - City Impact Fees (Community Park)			
Assets			
70-1021	Claim On Cash-City Impact Fees	7,575,213.76	
	Total Assets:	7,575,213.76	<u>7,575,213.76</u>
Liability			
	Total Liability:	0.00	
Equity			
70-3020	Fund Balance - Restricted	6,939,456.22	
	Total Beginning Equity:	6,939,456.22	
Total Revenue		635,757.54	
Revenues Over/Under Expenses		635,757.54	
	Total Equity and Current Surplus (Deficit):	7,575,213.76	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>7,575,213.76</u>

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 80 - County Impact Fees			
Assets			
80-1021	Claim On Cash - County Impact Fees	489,983.81	
	Total Assets:	<u>489,983.81</u>	<u>489,983.81</u>
Liability			
	Total Liability:	<u>0.00</u>	
Equity			
80-3020	Fund Balance - Restricted	427,219.28	
	Total Beginning Equity:	<u>427,219.28</u>	
Total Revenue		62,764.53	
Revenues Over/Under Expenses		62,764.53	
	Total Equity and Current Surplus (Deficit):	489,983.81	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u><u>489,983.81</u></u>

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 90 - General Funds			
Assets			
90-1016	Petty Cash	800.00	
90-1021	Claim On Cash - General	15,174,381.58	
90-1210	Land	11,634,790.52	
90-1212	Land Improvements	29,167,208.26	
90-1215	Leasehold Improvements	2,011,183.52	
90-1230	Construction in Progress	2,793,245.25	
90-1235	Equipment	1,136,727.63	
90-1240	Vehicles	616,518.61	
90-1250	Technology Hardware	296,192.00	
90-1270	Accumulated Depreciation	-17,678,831.71	
90-1310	Accounts Receivable	872,782.33	
90-1320	Due From Other Funds	4,858,396.91	
90-1340	Suspense - NEW	-75,674.97	
90-1350	Allocation to Other Funds	-448,993.65	
90-1360	Deferred Outflows of Resources	2,446,222.00	
	Total Assets:	52,804,948.28	<u>52,804,948.28</u>
Liability			
90-2004	Deferred Inflows of Resources	82,007.00	
90-2006	Accounts Payable	8,970.00	
90-2010	Vouchers Payable	138,646.93	
90-2014	Accrued Wages and Salaries Payable	115,789.38	
90-2016	Compensated Absences Payable	225,688.24	
90-2018	457 Employee Contribution	4,168.60	
90-2020	457 ROTH Employee Contribution	2,325.00	
90-2022	CALPERS - Employee	45,336.48	
90-2024	CALPERS - Employer	23,435.00	
90-2026	Federal Withholding	96,493.68	
90-2030	Garnishments	2,947.35	
90-2031	HSA	-15,655.58	
90-2032	Medical Insurance - Employee	2,734.02	
90-2036	Medicare and Social Security - Employee	111,877.15	
90-2038	Medicare and Social Security - Employer	27,924.09	
90-2040	State Withholding	73,048.92	
90-2042	SDI	9,507.64	
90-2044	Union Dues - Parks Staff	1,793.97	
90-2046	Union Dues - Supervisor	494.81	
90-2048	Voluntary Life/AD&D - Employee	2,643.59	
90-2052	Deferred Revenue	941,053.14	
90-2054	Due To Other Funds	4,858,396.01	
90-2056	Other Liability - Class Clearing Acct	-12,661.95	
90-2058	Net Pension Liability	3,116,897.00	
90-2060	Time Expired Holding Acct	8,403.11	
90-2062	Prepaid Facilities Transfer	-1,091.00	
90-2066	Security Deposits	61,078.29	
90-2099	Due To- General	315,651.91	
	Total Liability:	10,247,902.78	
Equity			
90-3010	Fund Balance - NonSpendable	20,702,193.72	
90-3050	Fund Balance - Unassigned	14,206,843.04	
	Total Beginning Equity:	34,909,036.76	
Total Revenue		18,572,118.88	
Total Expense		10,924,110.14	
Revenues Over/Under Expenses		7,648,008.74	
	Total Equity and Current Surplus (Deficit):	42,557,045.50	
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>52,804,948.28</u>	

Balance Sheet

As Of 05/31/2024

Account	Name	Balance	
Fund: 99 - POOLED CASH			
Assets			
99-1010	Cash In Bank-US Bank Treasurer	5,255,189.74	
99-1011	Cash In Bank-Golden Valley Bank	7,280,337.38	
99-1012	Cash In Bank-California Class	2,627,853.16	
99-1014	Cash In Bank - GVB Money Market	7,273,322.23	
99-1018	Cash In Bank - Tri Counties Bank - MM	874,310.10	
99-1382	Due From Other Funds-Indigo Park	47.75	
99-1384	Due From Other Funds-General	315,651.91	
99-1386	Due From Other Funds-Peterson Park	16.19	
	Total Assets:	23,626,728.46	<u>23,626,728.46</u>
Liability			
99-2006	Accounts Payable (Pooled Cash)	315,715.85	
99-2054	Due To Other Funds (Pooled Cash)	23,311,012.61	
	Total Liability:	23,626,728.46	
	Total Equity and Current Surplus (Deficit):	0.00	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>23,626,728.46</u>



Cash Accounts

Current to Prior Year

Current Year	Balance	Prior Year	Balance
As of 05/31/2024		As of 05/31/2023	
Petty Cash	800.00	Petty Cash	800.00
US Bank - County Treasurer	5,255,189.74	US Bank - County Treasurer	13,014,438.00
Golden Valley Bank - Operations	7,280,337.38	Golden Valley Bank - Operations	4,937,761.41
California CLASS - MM	2,627,853.16	California CLASS - MM	2,500,355.35
Golden Valley Bank - MM	7,273,322.23	Golden Valley Bank - MM	-
Tri Counties Bank - MM	874,310.10	Tri Counties Bank - MM	-
TOTAL	23,311,812.61	TOTAL	20,453,354.76

The Board of Directors provided District staff with direction on what information they would like to review prior to signing an agreement with the City of Chico to commence operations for the upcoming Winter Season Ice Rink Operation.

5.4. Bocce Ball Court Proposed Donation (Staff Report 24-029)

M/S/C/ (Directors Worley/Norden) The Board of Directors approved the proposal by Debra Cannon to install an art fixture made of concrete, with the stipulation that the 2012 Naming and Donation Policy be reviewed and updated at a future meeting precluding any review of Naming and Donation proposals until an updated policy has been finalized.

The motion was approved.

Ayes: McGinnis, Lando, Norden, Worley

Noes: Donnan

Absent:

Abstain:

M/S/C/ (Directors Lando/Norden) The Board of Directors accepted a donation of four bocce scoreboards at the Bocce Ball Courts, pending General Manager approval of design and placement.

The motion was unanimously approved.

6. DIRECTORS' COMMENTS

Director Lando provided direction to staff to investigate portable pickleball nets.

7. STAFF COMMENTS

8. CLOSED SESSION

Pursuant to Government Code 54956.9: Conference with Legal Counsel-Existing Litigation – Tarmin

CLOSED SESSION ANNOUNCEMENT - Information received, no action taken.

Pursuant to Government Code 54957.6: Labor Negotiations – General Manager

CLOSED SESSION ANNOUNCEMENT - Information received, no action taken.

9. ADJOURNMENT

Adjourned at **4:58** to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Updated Policies

BACKGROUND

The purpose of the Chico Area Recreation and Park District (CARD or District) Adult Sports program is to provide an opportunity for the community to participate in organized sports that encourage fun, fitness, and friendly competition. Our Code of Conduct outlines behavioral expectations, fair play principles, and consequences for violations. It serves as the framework to maintain a respectful and safe environment.

This amendment aims to enhance the safety, integrity, inclusivity, and overall positive experience for all participants and staff involved in our leagues. One significant change is the removal of maximum penalties that included harsh sanctions such as 5-year suspensions and lifetime bans. The other notable change was adding violations for unsportsmanlike behavior.

RECOMMENDATION:

Board approve the revised Player's Code of Conduct.

Recreation

5110 – Code of Conduct



POLICY #5110	Code of Conduct	
EFFECTIVE DATE	6/27/2024	VERSION # 2
DATE OF LAST REVISION	6/21/2024	NEXT REVIEW DATE 1/1/2026

APPLIES TO

Division	Districtwide
Sub-Division	Recreation

VERSION	REVISION DATE	DESCRIPTION OF CHANGE/SUPERSEDE	AUTHOR
1	Unknown	-	-
2	06/27/2024	Removal of 5-year suspensions and lifetime bans. Adding violations for unsportsmanlike behavior.	Anjie Goulding, Recreation Director

PURPOSE

The purpose of the Chico Area Recreation and Park District (CARD or District) Adult Sports program is to provide an opportunity for the community to participate in organized sports that encourage fun, fitness, and friendly competition.

CARD's Players' Code of Conduct (Code) applies to all players, coaches, and managers participating in CARD Adult Sports programs. CARD staff have the authority to enforce penalties for violations of the Code. CARD staff will determine and enforce appropriate sanctions for infractions not detailed below.

Participants violating the Code will be suspended until the incident has been reviewed by CARD administration. Suspensions apply to all CARD sports leagues. CARD reserves the right to suspend players and forfeit games for Code violations. If a violation occurs at the end of the season, the suspension will be enforced in the following season.

Disparaging or insulting remarks, use of expletives, and negative comments constitute unsportsmanlike behavior and will not be tolerated. CARD reserves the right to remove any person whose conduct does not meet expectations from the premises. Teams may also be removed if negative behavior continues.

Coaches and team managers must ensure their players and spectators respect our staff, directing any questions about officials' calls to gym supervisors only. CARD staff can eject anyone for disrespectful, unsafe, or unsportsmanlike behavior, which may also lead to suspension from future CARD programming.

Recurring offenses and violations are cumulative and shall incur consequences beyond the minimum penalties.

CODE OF CONDUCT

1. MINIMUM PENALTY: Warning

No Player Shall:

- a. Use profane, obscene, or vulgar language or gestures at any time.
- b. Be guilty of objectionable demonstrations of dissent. Examples: arguing, throwing gloves, balls, bats, or dunking the basketball.
- c. Discuss with an official, in any manner, the decision reached by such official, except the manager or captain.
- d. Smoke at the program site.
- e. Possess or consume alcoholic beverages of any kind at the program site.

2. MINIMUM PENALTY: Probation

CARD staff will immediately remove player(s) from further play and be placed on probation for the remainder of the season. Penalty may include forfeiture of the game by one or both teams involved.

No Player Shall:

- a. Use abusive verbal attack upon any persons at the program site.
- b. Have unsportsmanlike conduct or unnecessarily rough tactics towards any persons at the program site.
- c. Refuse to abide by an official's decision.
- d. Engage in physical aggression upon anyone at the program site.

3. MINIMUM PENALTY: Suspension

CARD staff will immediately remove player(s) from further play and be placed on suspension for the remainder of the season. Penalty may include forfeiture of the game by one or both teams involved.

No Player Shall:

- a. Falsify any player's identification in an official league or tournament game, whether such falsification was intentional or otherwise, and with or without that person's knowledge.
 - i. *Penalties include minimum suspension for one game and one year probation.*
- b. Appear upon the field/court of play at any time in an intoxicated condition.

Policy #5110 – Code of Conduct

- i. *Penalties include a minimum two-game suspension and probation for the remainder of the season.*
- c. Physically touch CARD staff.
 - i. *Penalties include minimum suspension for one year and probation for one year after reinstatement.*
- d. Verbally or physically threaten CARD staff.
 - i. *Penalties include minimum suspension for the remainder of the season and probation for one year after reinstatement.*
- e. Physical attack as an aggressor upon any persons at the program site. Players who are attacked and fight back will be dealt with individually as retaliatory behavior is not accepted.
 - i. Penalty includes *minimum* suspension for one year.

Authority: General Manager; Board of Directors

Anjie Goulding

Author (print and sign)

Date

Annabel Grimm

General Manager

Date

Approved by the Board of Directors on: _____



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: 2024-2025 Ice Rink Operating Discussion

BACKGROUND

The Downtown Chico Ice Skating Rink was launched in 2021. According to the City of Chico, the original intent was to transfer management and operations to another group, as the venture does not necessarily align with City operations. City staff managed the operations with support from Downtown Chico Business Association (DCBA) in 2021. In 2022, DCBA managed all programs, with City staff overseeing the rink installation.

At the August 2023 meeting the Board approved the partnership with City and DCBA for the District to manage the operation of the Downtown Chico Ice Skating Rink.

DISCUSSION

The Ice Rink partnership with the City of Chico and DCBA was extremely successful. The feedback from the community and stakeholders was overwhelmingly positive.

The ice rink contract spanned 58 days, of which about 5 were non-operating days due to weather. It is estimated that there were 30,500 visitors to the ice rink. Revenue was approximately \$339,660 and expenses totaled nearly \$120,700 for a net income of \$219,000.

Year over year ice rink operation comparison shows the average skater per day was significantly higher the two years prior.

Ice Rink Stats	2021	2022	2023
Operating Period	11/19/21 - 1/31/22	11/17/22 - 1/09/23	11/17/23 - 1/14/24
Operating Days	69 of 74	47 of 54	53 of 58
Sponsorships	116,100	65,196	36,650
In-Kind			60,000
Sales	249,366	170,679	295,535
Total	365,466	235,875	339,660
Tickets	18,295	13,045	16,250
Average Skater/Day	265	278	307
Cabana Rentals	41	31	43
Field Trips/Rentals	-	4	17
Helper Add-on			2,038
Merchandise (units)			758

RECOMMENDATION

Given the positive feedback from the community, the successful operation of the rink by District staff, and the value to the community, the Board consider and authorize the continued operation of the ice rink in the Downtown Plaza in partnership with the City of Chico.

Revenue

Donations	2,500
Grant Proceeds	5,000
Event Tickets	295,660
Sponsorship	36,500
Total Revenue	339,660

Expenses

Salaries & Benefits	95,520
Operating Expenses	25,190
CARD Service Fee	33,950
Total Expenses	154,660

In-Kind Services (not in total) 60,000

Net Income 185,000

City of Chico Allocation	200,000
Reimbursement	185,000
Delta	(15,000)

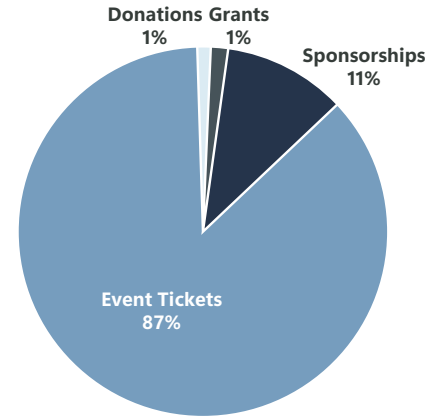
2023-24 AT A GLANCE

Chico ICE RINK in the Plaza

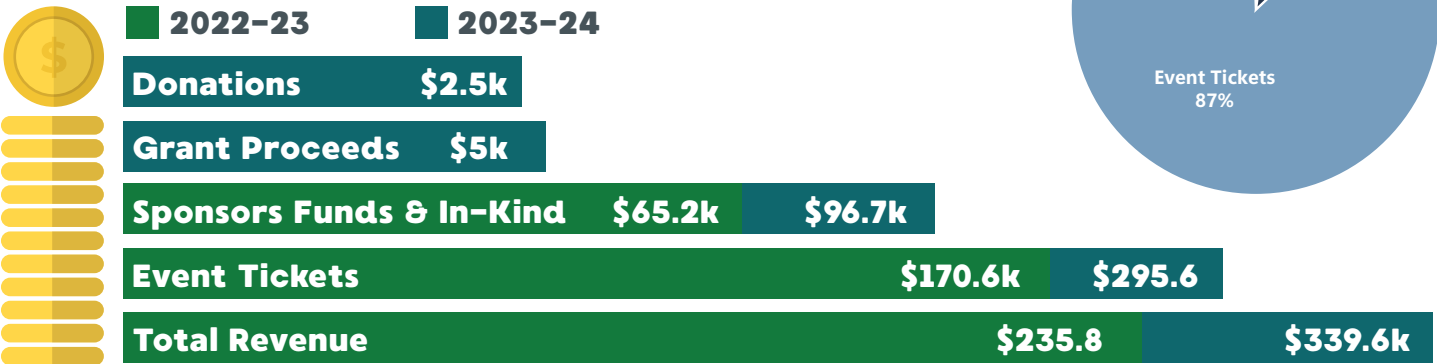
Chico Ice Rink



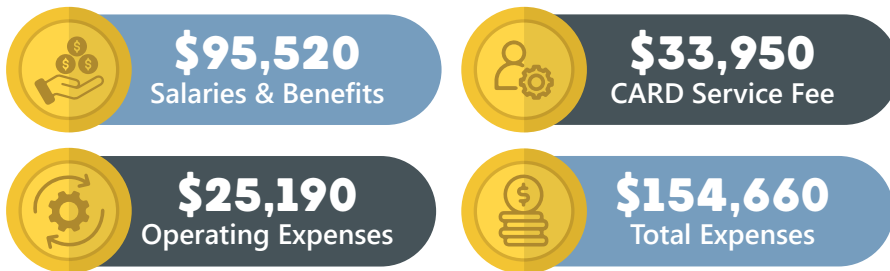
The Chico Ice Rink stands as the centerpiece of downtown Chico's holiday festivities. Operating 7 days a week from November 19th to January 14th, this festive attraction draws a large diverse audience, attracting individuals from Butte County and beyond.



Revenue



2023-24 Expenses



Total Net Income



16,250

Total tickets sold in the 2023-24 season



43

Cabana Rentals



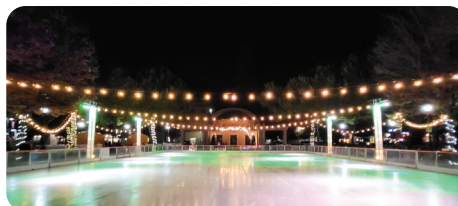
17

Field trips



307

Average ice skater per day



58

Open days between 11/17/23-1/14/24



Chico ICE RINK 2023-24




26
Ice Rink Sponsors



1
Tundra Sponsor
\$25,000



11
Polar Bear Partners
\$5,000



6
Penguin Pal Sponsors
\$1,000



8
Frosty Friends
\$25-\$999

Thank you to our top sponsors:



2
Proposals




758
Units of Merchandise Sold
(Beanies, Stickers, & T-Shirts)




Finance Committee

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Approving Administrative Annexation Procedures

BACKGROUND

On April 27, 2023, the Board adopted Resolution No. 23-005, initiating the formation of CFD No. 2023-01 and a Future Voluntary Annexation Area in accordance with the Mello-Roos Community Facilities Act of 1982 (the "Act"). The attached resolution outlines the administrative procedures for the annexation of future territories into CFD No. 2023-01. The proposed annexation procedures will enable District staff to efficiently process future annexations with unanimous written consent from property owners, streamlining the process and ensuring compliance with the Act.

RECOMMENDATION

That the Board of Directors adopt Resolution 24-012 approving administrative annexation procedures for Community Facilities District (CFD) No. 2023-01 (Park Maintenance).



**RESOLUTION 24-012 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

Approving Administrative Annexation Procedures
Community Facilities District No. 2023-01
(Park Maintenance)

WHEREAS, on April 27, 2023, the Board adopted Resolution No. 23-005 (the “Resolution of Intention”), stating its intention to form Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) (the “CFD”) and Future Voluntary Annexation Area (the “Future Annexation Area”) pursuant to 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, incorporating a map of the proposed boundaries of the CFD and the Future Annexation Area, and stating the services to be provided, and the rate and method of apportionment of the special tax to be levied within the CFD to pay for the services, is on file with the Board Clerk and the provisions of the Resolution of Intention are incorporated herein by this reference as if fully set forth herein; and

WHEREAS, the Resolution of Intention called for a public hearing on June 22, 2023 at 4 p.m., as required by the Act relative to the proposed formation of the CFD and the Future Annexation Area; and

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

WHEREAS, no written protests were filed with the Board Clerk by 50% or more of the registered voters residing within the territory of the CFD or Future Annexation Area, or property owners that own one-half or more of the area of land within the CFD or Future Annexation Area, and not exempt from the proposed special taxes; and

WHEREAS, on June 22, 2023, the Board adopted Resolution No. 23-012 (the “Resolution of Formation”), which is on file with the Board Clerk and the provisions of the Resolution of Formation are incorporated herein by this reference, that ordered the formation of the CFD, defined the public Services (the “Services”) to be provided by the CFD, authorized the levy of a special tax on property within the CFD and approved future qualifying projects the ability to voluntarily annex into the Future Annexation Area, all pursuant to the Act; and

WHEREAS, on June 22, 2023, the Board adopted Resolution No 23-013 that called a special election for June 22, 2023, at which the questions of levying a special tax with respect to the CFD were submitted to the qualified electors within the CFD; and

WHEREAS, on June 22, 2023, the Board adopted Resolution No. 23-014, that declared the results of the special election and finding that more than two-thirds (2/3) of all votes cast at the special election were in favor of the issue presented, and such measure passed; and

WHEREAS, on July 3, 2023, a notice of special tax lien was recorded with the Office of the County Recorder of the County of Butte, as Document No. 2023-0017450 (the "Notice of Special Tax Lien"), thereby giving notice that the lien to secure payment of the special tax was imposed on the land in the CFD; and

WHEREAS, the Board wishes to indicate that voluntary annexation in to the CFD is one option to mitigate the fiscal impacts, and that applicants may continue to elect other alternatives to satisfy those fiscal impacts, such as an up-front one-time payment; and

WHEREAS, the territories of the CFD is set forth in the map of the CFD heretofore recorded in the Butte County Recorder's Office on May 30, 2023, as Document No. 2023-0014229, at Book 10 of Maps of Assessment and Community Facilities Districts at Pages 59, to which map is incorporated herein by this reference; and

WHEREAS, the Future Annexation Area of the CFD is set forth in the map of the CFD heretofore recorded in the Butte County Recorder's Office on May 30, 2023, as Document No. 2023-0014229, at Book 10 of Maps of Assessment and Community Facilities Districts at Pages 60, to which map is incorporated herein by this reference; and

WHEREAS, public convenience and necessity require that the future territories within the Future Annexation Area be added to the CFD when certain procedural requirements are met (the "Annexation Approval Procedure"); and

WHEREAS, the Board now wishes to approve the administrative procedures to allow District staff to process and approve future annexations of property within the Future Annexation Area into the CFD in accordance with the simplified process for annexations under Sections 53328.1, 53339.7 and 53339.8 of the Act, which sections permit annexation to the CFD with the unanimous written consent of the property owners of parcels of property within the Future Annexation Area.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Chico Area Recreation and Park District, that it hereby makes the following findings and determinations and authorizes and directs the District staff identified herein to take the following actions:

Section 1. Recitals. The Board finds and determines that all the foregoing recitals are true and correct and incorporated herein.

Section 2. Annexation Approval Procedure. The Board hereby determines that from time to time, parcel or parcels within the Future Annexation Area may be annexed to the CFD with the unanimous approval (each, a "Unanimous Approval") of the owner or owners of each parcel or parcels at the time that parcel(s) are annexed, and in accordance with the Annexation Approval Procedure described herein, however, the designation of property as in the Future Annexation Area and the ability to annex property to the CFD based on Unanimous Approval shall not limit, in any way, the annexation of property in the Future Annexation Area pursuant to other provisions of the Act:

The annexation and related matters described in the Unanimous Approval shall be implemented and completed by District staff with approval of Board as long as the following conditions are met:

- a. Planned new residential and new non-residential development on the subject parcel or parcels of land within the Future Annexation Area shall be subject to annexation into the CFD; and
- b. The owner or owners (the "Property Owner") of the Property to be annexed into the CFD, or in certain occasions the developer or alternate person with authority to act on behalf of the Property Owner (the "Alternate Person"), shall file the appropriate application and pay the required fees, subject to the review and approval of the District. To the extent the Alternate Person files the necessary applications, the Alternate Person shall cause or inform the Property Owner of the requirements to annex into the CFD or take the necessary alternative actions to mitigate their negative fiscal impact in accordance with these requirements; and
- c. The Property Owner shall submit a Unanimous Approval in substantially the form attached as Exhibit A hereto and incorporated herein by this reference by the earlier of the timeline specified under Project's Conditions of Approval or prior to issuance of any permits. The Property shall be annexed into the CFD and categorized within the appropriate land use as identified in the rate and method of apportionment. The Board hereby finds that the Property Owner's written Unanimous Approval is equivalent to an election pursuant to Government Code Section 53339.7(a) of the Act. The Property shall be added to and part of the existing CFD with full legal effect, and the District staff shall do any and all things to levy any special tax within the annexed territory as specified in any Ordinance adopted with respect with respect to the Property, as specified in the Resolution of Intention to annex adopted pursuant to Section 53339.2, and as specified in the Ordinance adopted pursuant to Government Code Section 53340. Each annexation shall be deemed effective upon execution of the Unanimous Approval, and
- d. The supplemental map of the CFD shall be prepared by the District's CFD Administrator and paid for by the Property Owner submitting the Unanimous Approval. The

supplemental map shall be entitled "*Annexation Map No. __ of Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance)*," which shall be on file with the Board Clerk and shall be added to and part of the CFD with full effect. The Board Clerk, or designee, shall endorse the certificates set forth on the map and shall record the map in accordance with the provisions of Sections 3111, 3113 and 3113.5 of the Streets and Highways Code of the State of California. Each annexation shall be numbered sequentially based on date annexed, if practical; and

- e. Upon meeting the conditions above, the Board Clerk, or designee, shall complete, execute and cause to be recorded in the office of County Recorder of the County of Butte, an amendment to the Notice of Special Tax Lien, in accordance with the provisions of Sections 3114.5 and 3117.5 of California Streets and Highways Code of the State of California within fifteen (15) days of the acceptance of the fully executed and completed Unanimous Approval and any and all applicable fees, evidencing that the Property is added to the CFD. The amended Notice of Special Tax Lien shall be in substantially the form attached as Exhibit D hereto and incorporated herein by this reference.

Section 3. Approval by Board. Annexation of property that meets the requirements of the Annexation Approval Procedures in Section 2 of this Resolution shall require the review, consideration, and approval of the Board to legally effectuate the annexation.

Section 4. Recommended Approach. The Board hereby finds and determines that the recommendation for future projects to annex into the CFD is one of many financing options that future project applicants may use to mitigate the overall negative fiscal impact identified. Although annexation into the CFD is the most practical approach to mitigate the negative fiscal impacts, project applicants may be able to use alternative funding approaches in lieu of annexing into the CFD subject to the review and approval of the Board.

Section 5. Administrative Regulations. The General Manager is hereby authorized to adopt rules and regulations consistent with this Resolution as needed to implement this Resolution, and to develop all related forms and/or materials and take other steps needed to implement this Resolution and make such interpretations of this Resolution as he or she may consider necessary to achieve the purposes of this Resolution.

Section 6. Effective Date. The Board Clerk, or designee, shall certify the adoption of this Resolution. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the Chico Area Recreation and Park District Board of Directors at a regular meeting of said Board held on the 27th day of June 2024, 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)**

UNANIMOUS APPROVAL LETTER

**UNANIMOUS APPROVAL
of Annexation to a Community Facilities District
and Related Matters**

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

Annexation No. _

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

To the Clerk of the Board of Directors:

This constitutes the Unanimous Approval (the "Unanimous Approval") of [PROPERTY OWNER], the record owner(s) (the "Property Owner") of the fee title to the real property identified below (the "Property") contemplated by Section 53339.3 et seq. of the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), to the annexation of the Property to the "Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance)" (the "CFD"), and it states as follows:

- 1. Property Owner.** This Unanimous Approval is submitted by the Property Owner as the record owner(s) of fee title to the Property. The Property Owner hereby declares under penalty of perjury to be the Property Owner or the authorized representative of the Property Owner.
- 2. Approval of Annexation.** This Unanimous Approval constitutes the unanimous approval and unanimous vote by the Property Owner in favor of the annexation of the Property to the CFD. The CFD was formed to finance the Services, which are incorporated herein by this reference (the "Services") described in Exhibit A hereto and made a part hereof. In such connection Property Owner has reviewed the list of the Services and hereby agrees, consents and approves to the Services and the Annexation of the Property to the CFD for the benefit of the District and the CFD.
- 3. Approval of Special Tax and the Services.** This Unanimous Approval constitutes the unanimous approval and unanimous vote by the Property Owner in favor of the levy of special taxes (the "Special Taxes") on the Property to finance the Services. The Special Taxes will be levied according to the Rate and Method of Apportionment of Special Taxes for the CFD attached hereto as Exhibit B and made a part hereof (the "Rate and Method"). Exhibit B includes the cost estimate for the Services. In such connection the property owner consents and approves of the Rate and Method and understands that such taxes shall be levied against the Property.

545 Vallombrosa Avenue, Chico, CA 95926 | Phone (530) 895-4711 Fax (530) 895-4721

- 4. Waivers and Vote.** The Property Owner hereby confirms that this Unanimous Approval constitutes its unanimous approval and unanimous vote as described herein and as contemplated by Section 53339.3 *et seq.* of the Act and for purposes of the California Constitution Article XIII A and XIII C. In lieu of an approval by public hearing, ballot, and election, if any, the Property Owner intends for this Unanimous Approval to constitute its ballot and election and waiver of a public hearing. Further, the Property Owner hereby waives all other rights with respect to the annexation of the Property, and the other matters covered in this Unanimous Approval.
- 5. Recordation of Amendment to Notice of Special Tax Lien.** The Notice of Special Tax Lien for the CFD was recorded in the Office of the County Recorder of the County of Butte, State of California on July 3, 2023, as Document No. 2023-0017450. The Property Owner hereby understands and agrees, consents, and approves to the District Clerk, or designee, to execute and cause to be recorded in the office of the County Recorder of the County of Butte an amendment to the Notice of Special Tax Lien for the CFD as required by Section 3117.5 of the California Streets and Highways Code. The amendment to the Notice of Special Tax Lien shall include the Description of Services and Rate and Method as exhibits thereto.
- 6. District Warranted.** The Property Owner warrants to the District that the presentation of this Unanimous Approval, any votes, consents or waivers contained herein, and other actions mandated by the District for the annexation of the Property to the CFD shall not constitute or be construed as events of default or delinquencies under any existing or proposed financing documents entered into or to be entered into by the Property Owner for the Property, including any "due-on-encumbrance" clauses under any existing security instruments secured by the Property.
- 7. CFD Annexation is Voluntary.** The Property Owner acknowledges that annexation of the Property to the CFD is voluntary and hereby expressly waives the option available to the Property Owner to deposit a sum of money, as determined by the District, equivalent to the present value of funding sufficient for the District to finance the cost of the Services attributable to the Property, in perpetuity.
- 8. Due Diligence and Disclosures.** The Property Owner agrees to comply with Section 53341.5 of the Act with respect to disclosures about the Special Taxes to purchasers of the Property or any part of it.
- 9. Agreements.** The Property Owner further agrees to execute such additional or supplemental agreements as may be reasonably required by the District to provide for any of the actions and conditions described in this Unanimous Approval,

including any cash deposit required to pay for the District's costs in annexing the Property to the CFD.

10. The Property. The Property is identified below, and such Property Owner approves, consents, and agrees that Property will be subject to the CFD upon the recordation of Amendment 1 to the Notice of Special Tax Lien attached hereto as Exhibit C. The map demonstrating the annexed Property area is entitled "Annexation Map No. __ of Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance)" and is attached hereto as Exhibit D.

Assessor's Parcel Number(s): _____

Property Address: _____

Acres: _____

By executing this Unanimous Approval, the Property Owner agrees to all of the above.

Annexation No. __

Property Owner: _____

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT A

DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD

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

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

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

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

EXHIBIT B

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

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

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

A. DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

"City" means the City of Chico, California.

"County" means the County of Butte, California.

"County Assessor" means the Butte County Assessor.

"Developed Residential Property" means all Assessor Parcels of Developed Property for which a Building Permit has been issued prior to May 31 of the preceding Fiscal Year for construction of a Residential Unit. These Assessor's Parcels may be classified into one of the 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.

EXHIBIT C

AMENDED NOTICE OF SPECIAL TAX LIEN

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

[attached]

**RECORDING REQUESTED BY AND
AFTER RECORDATION RETURN TO:**

Holli Drobny, Board Clerk
Clerk of the Board of Directors
Chico Area Recreation and Park District
545 Vallombrosa Avenue
Chico, CA 95926

SPACE ABOVE FOR RECORDER'S USE

Exempt from payment of recording fees per Gov't Code §§6103, 27383.

**AMENDMENT NO. __ TO
NOTICE OF SPECIAL TAX LIEN**

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

Pursuant to the requirements of Sections 3114.5 and 3117.5 of the Streets and Highways Code of California and the Mello-Roos Community Facilities Act of 1982, as amended, section 53311, *et. seq.*, of the California Government Code (the "Act"), the undersigned clerk of the legislative body of the Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) (the "CFD"), County of Butte, State of California, hereby gives notice that a lien to secure payment of a special tax, which special tax the Chico Area Recreation and Park District (the "District") is authorized to levy, is hereby imposed on the property described herein. The special tax secured by this lien is authorized to be levied for the purpose of paying for costs of the public services authorized to be funded by the CFD, as described in Exhibit A to the Notice of Special Tax Lien heretofore recorded in the Office of the County Recorder of the County of Butte, State of California on July 3, 2023 as Document No. 2023-0017450, and said special tax is to be levied according to the Rate and Method of Apportionment of Special Tax set forth in Exhibit B to the Notice of Special Tax Lien, to which recorded Notice of Special Tax Lien reference is hereby made and the provisions of which are hereby incorporated herein in full by this reference.

This Amendment No. __ to Notice of Special Tax Lien amends the Notice of Special Tax Lien to add to the territory of the CFD. The territory and future voluntary annexation area included in the original CFD is set forth in the map of the CFD heretofore recorded on May 30, 2023, as Document No. 2023-0014229, in the Butte County Recorder's Office at Book 10 of Maps of Assessment and Community Facilities Districts at Pages 59 and 60, to which map reference is hereby made, as such map has been supplemented in connection with subsequent annexations. The territory to be added from the future voluntary annexation area is that certain "Annexation Map No. __ to Community Facilities District No. 2023-01 (Park Maintenance)" heretofore recorded on [DATE] as Document Number [_____] in Book [__] of Assessment and

Community Facilities Districts at Page [] in the Office of the County Recorder of the County of Butte, State of California.

The special tax is authorized to be levied within the CFD and the lien of the special tax is a continuing lien which shall secure each annual levy of the special tax and which shall continue in force and effect until the special tax obligation is prepaid, permanently satisfied, and canceled in accordance with law or until the special tax ceases to be levied and a notice of cessation of special tax is recorded in accordance with section 53330.5 of the Government Code.

Notice is further given that upon the recording of this Notice in the Office of the County Recorder, the obligation to pay the special tax levy shall become a lien upon all nonexempt real property within the territory to be added to the CFD, in accordance with Section 3115.5 of the Streets and Highways Code.

The assessor's tax parcel(s) numbers of all parcels or any portion thereof which are included in this Amendment No. ___ to Notice of Special Tax Lien, together with the name(s) of the owner(s) thereof, as they appear on the latest secured assessment roll as of the date of recording hereof or as are otherwise known to the District are as set forth in Exhibit C hereto, and by such reference hereby made a part hereof.

For further information concerning the current and estimated future tax liability of owners or purchasers of real property subject to this special tax lien, interested persons should contact the Board Clerk, Chico Area Recreation and Park District, 545 Vallombrosa Avenue, Chico, CA 95926, telephone number (530) 895-4711.

Dated: As of _____, 20__

By: _____
Holli Drobny, Clerk of the Board of Directors
Chico Area Recreation and Park District

EXHIBIT A

DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD CHICO AREA RECREATION AND PARK DISTRICT Community Facilities District No. 2023-01 (Park Maintenance)

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

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

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

EXHIBIT B

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

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

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

A. DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

"City" means the City of Chico, California.

"County" means the County of Butte, California.

"County Assessor" means the Butte County Assessor.

"Developed Residential Property" means all Assessor Parcels of Developed Property for which a Building Permit has been issued prior to May 31 of the preceding Fiscal Year for construction of a Residential Unit. These Assessor's Parcels may be classified into one of the 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
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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.

EXHIBIT C

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

Annexation No. __

ASSESSOR'S PARCEL NUMBERS AND OWNERS OF LAND

Assessor's Parcel No(s). Name(s) of Property Owners

Finance Committee

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Ordering The Levy Of Special Taxes For Fiscal Year 2024-25, Within Community Facilities District No. 2023-01

BACKGROUND

On June 22, 2023, the Board adopted Resolution No. 2023-015 (“Resolution Levying”) levying special taxes within Community Facilities District No. 2023-01 (Park Maintenance) to 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 (“Services”). The Resolution Levying authorizes and directs the District or designee to determine the maximum special tax rates and the specific special tax amounts to be levied each fiscal year for each parcel of real property within the CFD in the manner and as provided in the Rate and Method of Apportionment (“RMA”).

DISCUSSION

Maximum Special Tax Rates. The RMA specifies that the maximum special tax rates shall be adjusted each fiscal year by 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 four percent, whichever is greater. Since the CPI-U was 2.63%, the annual escalation factor is 4%, and the maximum authorized special tax rates for Fiscal Year 2024-25 is \$657.28 per acre of taxable property for Tax Zone No. 1 (Meriam Park).

Annual Special Tax Rates. The RMA specifies that for each fiscal year, the Board will determine the Special Tax Requirement and will levy the annual special tax each fiscal year on each assessor's parcel of developed residential property or taxable property up to one hundred percent of the applicable maximum special tax to fund the Special Tax Requirement. If additional revenues are needed to provide the 1) Services; 2) pay anticipated Administrative Expenses; and 3) cure any delinquencies in the payment of Special Taxes which have occurred in the prior Fiscal Year, or pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year, the Annual Special Tax shall be levied Proportionately on each Assessor's Parcel of Undeveloped Property up to one hundred percent of the Maximum Special Tax for Undeveloped Property.

Tax Zone No. 1 (Merriam Park). The special tax revenue requirement for fiscal year 2024-25 for Tax Zone No. 1 is \$53,400. As of February 2024, there is 81.26 acres of taxable property. Therefore, the annual special tax for FY 2024-05 shall be set at the maximum rate of \$657.28 per acre of taxable property to achieve the special tax requirement. The special tax proceeds will be used to fund Services associated with Merriam Park.

RECOMMENDATION

That the Board of Directors adopt Resolution 24-013 ordering the levy of special taxes within Community Facilities District No. 2023-01 (Park Maintenance) for Fiscal Year 2024-25.



CARD
Chico Area Recreation & Park District

**RESOLUTION 24-013 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

Ordering The Levy Of Special Taxes
For Fiscal Year 2024-25, Within
Community Facilities District No. 2023-01 (Park Maintenance)

WHEREAS, the Board of Directors ("Board") of the Chico Area Recreation and Park District ("District"), previously established Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) ("CFD") pursuant to the terms and provisions of the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Government Code Section 53311 (the "Act"); and

WHEREAS, the District Board is authorized pursuant to Resolution No. 23-012 (the "Resolution of Formation") and Resolution No. 23-015 adopted by the District (the "Resolution Levying") to levy a special tax sufficient to fund the annual operation, maintenance, and servicing of certain services (as defined in the Resolution of Formation); and

WHEREAS, it is now necessary and appropriate that this Board order the levy and collection of the special taxes for the Fiscal Year 2024-25 for the purpose specified in the Resolution of Formation and the Resolution Levying by the adoption of a resolution as specified by the Act and the Resolution Levying.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The foregoing recitals are true and correct.

Section 2. The special tax is imposed without regard to property valuation and is levied in compliance with the Act and the Resolution Levying.

Section 3. The maximum special tax rates are adjusted by the annual escalation factor, which is the change in the All-Urban Consumers in the San Francisco-Oakland-San Jose Area Consumer Price Index ("CPI"), or 4 percent, whichever is greater. The change in the CPI for 2023 was 2.63%; therefore, the annual escalation factor is 4%, and the maximum authorized special tax rate for Fiscal Year 2024-25 is \$657.28 per acre of taxable property for Tax Zone No. 1 (Meriam Park).

Section 4. In accordance with the Act and the Resolution Levying, the special tax is hereby levied upon the parcels of real property within the CFD 2023-01, which are not otherwise exempt from taxation under the Act or the Resolution Levying special taxes for the Fiscal Year 2024-25 at the special tax rate set at \$657.28 per acre of taxable property for Tax Zone No. 1

(Meriam Park), which special tax rate does not exceed the maximum special tax rates set forth in the Resolution Levying. After the adoption of this Resolution, the CFD Levy Administrator may make any necessary modifications to these special taxes to correct any errors, omissions, or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modifications shall not result in an increase in the special tax applicable to any category of parcels and is made prior to the submission of the tax rolls to the Butte County Tax Collector.

Section 5. All of the collections of the special tax shall be used only as provided for in the Act and the Resolution of Formation. The special tax shall be levied only so long as needed to accomplish the purposes described in the Resolution of Formation.

Section 6. The special tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes, except as such procedure may be modified by law and by this Board.

Section 7. The CFD Administrator is hereby authorized and directed to transmit a certified copy of this Resolution to the Butte County Tax Collector, together with other supporting documentation as may be required to place said special taxes on the secured property tax roll for the Fiscal Year 2024-25, and to perform all other acts which are required by the Act, the Resolution Levying, or by law in order to accomplish the purpose of this Resolution.

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

PASSED AND ADOPTED by the Chico Area Recreation and Park District Board of Directors at a regular meeting of said Board held on the 27th day of June 2024, by the following vote:

Ayes:
Noes:
Abstain:
Absent:

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors

Finance Committee

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Community Park Maintenance Design Build Award

BACKGROUND

The Community Park Maintenance Building and Restroom Capital Improvement Project was included in the 2023-2024 Budget for \$1.3M.

A Request for Proposals was published on May 13th, 2024. A mandatory bid walk was held May 20th at Community Park and was attended by 5 potential bidders. Two addendums were published after the bid walk, including responses to questions from bidders and clarification of Design Build contract requirements. On June 11th, 2024, one proposal was received from BCM Construction.

Staff conducted an interview with the bidder to further understand the proposed scope of work, inclusions/exclusions, materials, and potential areas for savings amidst the design process. BCM's proposal included 2 metal buildings (shop and restroom) including office spaces, breakrooms, three rollup doors, expanded yard, fencing, and storage containers.

BCM and their subcontractors hold a strong reputation for successful projects including the CARD Rose Garden, Chico City Plaza, and the Terry Ash Recreation Center in Paradise.

RECOMMENDATION

Board of Directors award the Community Park Maintenance Building and Restroom project to BCM Construction with a 10% contingency per the District's policy.



BCM Construction Company Inc.
2990 State Hwy 32 Suite 100
Chico, CA 95973-8649
P: (530) 342-1722 F: (530) 342-1768
www.bcmconstruction.com

11 June 2024

Chico Area Recreation and Park District (CARD)
545 Vallombrosa Avenue
Chico, CA 95926

RE: COMMUNITY PARK MAINTENANCE FACILITY, and PUBLIC RESTROOM RFP

Bids: 06/11/2024 @ 3:00 pm

To Whom it May Concern:

BCM Construction Company Inc. is herewith expressing our interest in bidding the work of the CARD Community Park Maintenance Facility with the Yard and Public Restrooms and submitting our proposal for the same. BCM Construction is a Chico based general building contractor, has been in business since June of 1997 and holds California Contractor's License Number 737157 with classifications A, B, C-8, C39 and C51 (expires 06/30/2025). BCM is registered with the California Department of Industrial Relations (DIR) with registration number 1000002191 (expires 06/30/2027). This proposal is valid for ninety (90) days from the above date. BCM Construction has no past or ongoing conflicts of interest in the performance of this proposal scope of work.

BCM is proud to say that we have worked with CARD in the past, completing the Rose Garden Pavilion project in 2016. BCM Construction was the prime contractor on the Downtown City Plaza and Ringel Park, both in Chico, as well as Terry Ashe Recreation Center in Paradise and all three phases of Riverbend Park as well as Centennial Plaza both in Oroville. BCM Construction is highly experienced in the Design-Build delivery method of construction especially in working with metal buildings. Examples are the Ray Morgan/UBEO building on the Esplanade and the CRBR (Cleanrite-Buildrite) facility on Highway 32.

BCM Team

Project Manager: in charge of the overall project overseeing both contract, design and budgeting / costs - Todd Carroll / Jim Nason

Superintendent: in charge of the jobsite overseeing all subcontractors and vendors, coordinates the schedule, assures quality control, site safety and communications with the Owner – Robert Toletti

Project Engineer: working with the Project Manager as well as the Superintendent assisting them in all aspects of the work – Jacob January / Kendrick Rodriguez

Design Consultants

BCM Construction has partnered with a group of highly qualified, experienced and expert group of professionals to design your new facility. See the following listing.

Architect / Structural Engineer: Gary Hawkins Architect
Gary Hawkins, principal, CA Lic # C186393 since 1987
3045 Ceres Avenue
Chico, CA 95973

June 11, 2024

BCM Construction Proposal – CARD Community Park Maintenance Facility

Page 2

Civil Engineering: Rolls Anderson & Rolls Civil Engineers
Keith Doglio, Civil Engineer, CA Lic #66358 since 2004
115 Yellowstone Drive
Chico, CA 95973

Electric Consultant: Agri Electric, California Contractors Lic #443455
Wade Thorpe, associated since 2006
11011 Midway
Chico, CA 95928

Project Approach

BCM Construction will provide the normal and standard care of a California design professional. Specifically we plan to design, permit review, identify and procure project long lead items, schedule, perform the construction, and provide warranty and close out.

Project Cost Sheet (CARD Form Exhibit A)

See enclosed Project Cost, Breakdown and General Conditions identified as Exhibit 1.

Project Schedule

See enclosed schedule, identified as Exhibit 2

Projects

See the enclosed list of projects, identified as Exhibit 3.

Conceptual Project Rendering

See enclosed drawings, identified as Exhibit 4

Enclosed you will find our Bid Bond for ten percent (10%) of the amount of the bid.

BCM Construction Company Inc. acknowledges receipt of Addendum 1, dated May 23, 2024 consisting of 2 pages.

If you have any questions, please do not hesitate to contact Project Manager Todd Carroll at 530/324-1722 or mobile at 530/520-7843 or his email toddc@bcmconstruction.com.

Respectfully submitted,



Scott January, Vice President
BCM Construction Company Inc.

/kw

Project Cost		
Phase 1 - Design Phase	Schematic Design Phase	\$ 15,000
	Design Development Phase	\$ 15,000
	50% Construction Document Phase	\$ 15,000
	100% Construction Document Phase	\$ 15,000
	Preconstruction Services (Note: This is not a separate phase of Services, but represents the costs for the preconstruction services included in the Design Phase Services)	\$
	Agency Reviews and Approvals	INCL
	Other Soft Costs	\$ 15,000
	Subtotal Design Phase (Not-to-Exceed)	\$ 75,000
Construction Phase (Direct Cost of Construction - MUST Include all items identified in Scope of Work)	Permitting	EXCLUDED
	Soil Testing	\$ 5,000
	Engineering	INCL
	Mobilization & Layout (if not in General Conditions)	INCL
	Subcontractor-Performed Work Labor Costs	TO BE DETERMINED
	Self-Performed Work Labor Costs	TO BE DETERMINED
	Material Costs	INCL
	Equipment Costs (including all fixtures and equipment)	\$ 75,000
	Designer Construction Administration Fee, if any	NONE KNOWN
	Other (e.g., Subcontractor bonding or sub guard insurance, if applicable, etc.)	1.5% of total cost
Owner Controlled Contingency (if any)	\$0.00	

	Allowances (if any), identify scope and amount for each proposed Allowance and reason the item cannot be specifically priced.	\$
Closeout	Punch List	\$ 2,500
	Closeout	\$ 8,000
	Commissioning	\$ 1,500
	District Closeout	\$ 2,000
Total Design Build Cost Not to Exceed (Must Include All Scope of Services Items identified in RFP).	Total	\$ 1,220,590

Project Cost Breakdown

Phase/Item	\$ (Lump Sum)
Construction Related (Pre and Post)	
1 Mobilization	\$ 20,000.00
2 Erosion/Water Pollution Control (inclusive of the entire limit of work)	\$ 3,175.00
3 Temporary fencing for project	\$ 8,000.00
4 Demolition and off haul of existing structures, trees, asphalt, and fencing—as needed	\$ 20,000.00
5 Soils testing / SOIL REPORT	\$ 9,800.00
6 Survey, grading & staking	\$ 102,000.00
7 All permits and coordination of inspections	INCL
8 Utility locating	INCL
9 All associated engineering	\$ 57,000.00
Total	\$ 219,975.00
Maintenance Shop	
10 Three gear-driven roll doors to a 14' height. Sufficient for utility trucks, tractors, and mower access.	\$ -
11 Work benches, hang boards, shelving for inventory (Partial inventory list included as exhibit)	
12 Reznor/Dayton Heater for heating shop area	\$ 7,500.00
13 Breakroom with Mini Split	
14 Mini Split HVACs in offices	\$ 40,000.00
15 One staff bathroom	INCL
16 Tankless Water Heater for bathroom	\$ 5,000.00
17 Concrete slab at drive up and perimeter	\$ 16,500.00
18 Equipment storage room finished with shelving and mounting elements for (weed whips, chainsaws, and other tools identified in the equipment inventory)	\$ 18,000.00
19 Functional eye wash station (OSHA compliant)	\$ 4,800.00
20 Drainage and DIs (shop and yard)	\$ 18,000.00
21 Insulated Metal Building with air movement	\$ 80,000.00
22 Large industrial overhead fan	\$ 3,000.00
23 All interior and exterior lighting for shop and yard	\$ -
24 3-Phase electrical for Welder	\$ -
25 All Fixtures and furnishings	\$ -
26 Chemical Storage including catch basins as needed, hazardous materials include fertilizer, pesticides, gasoline, fuel, and oil.	
27 3 External hose bibs	

	Installation and certification of new irrigation smart controller	\$	2,000.00
28	clock – Baseline 3200		
	Bollard installed at pathway entrance to park adjacent to		
29	handicap parking space		
30	Furniture, Fixtures, and Equipment	\$	-
	Total	\$	194,800.00

Yard (includes but is not limited to)

	Permitter Fencing and gates - 8' Chain link fencing with privacy	\$	-
31	slats including at least 2 vehicle gates and a 3rd man gate		
32	Graded road base throughout expanded yard		INCL
	Two 12' x 12' sheds/containers for storage (identify location of		
	shed in shop yard lay out to optimize flow of access to/from	\$	5,000.00
33	yard)		
	Total	\$	5,000.00

Public Park Bathrooms consistent with the size of the existing bathrooms

	ADA accessible sinks, toilets, and at least one ADA specific stall		INCL
34	on each Male/Female Side		
	Comprehensive relocation/installation of all utilities (Plumbing,	\$	-
35	electrical panel, etc....)		
36	Wi-Fi Installation	\$	-
37	Furniture, Fixtures, and Equipment	\$	-
	Total	\$	-

Additional Alternatives Include:

1	Purchase and Installation of 4 EV Charging Stations 120V	\$	-
2	Temporary shop storage for existing shop inventory	\$	-
3	Solar installation on roof with battery for storage of power.	\$	-
	Wrought iron perimeter fencing with privacy to improve		
4	security	\$	-
5	Key card locking mechanism on doors and magnetic locks	\$	-
	Total	\$	-

Proposed Additional Alternatives or Deductions by Bidder

1		\$	-
2		\$	-
3		\$	-
4		\$	-
5		\$	-
6	Add more rows if necessary	\$	-
	Total	\$	-

General Conditions	
Item	Amount
Staffing Rates	
Project Executive (hourly rate)	\$ 134
Project Manager (hourly rate)	\$ 122
Project Superintendent (hourly rate)	90-100
Project Engineer (hourly rate)	\$ 60
Safety Officer (hourly rate)	\$ 60
Estimator (hourly rate)	\$ 122
Scheduler (hourly rate)	\$ 106
Mark-up on Subcontractor change order work	15%
Mark-up on self-performed change order work	15%
Fee / overhead & profit (as a percentage of direct costs) if any , that is in addition to any mark-up	(NOTE: NO FEE ON BCM LABOR) 8%
Bond cost (required as public agency, as a percentage of direct costs)	1.5%
Insurance cost (as a percentage of direct costs) (no Builders Risk Coverage)	1%
Builder's Risk Insurance cost (as a percentage of direct costs)	N/A
Other costs (identify in sufficient detail for evaluation, either as a lump sum or a percentage of direct costs. If there are no additional charges, then please state zero (0) here.)	\$ _ or _%



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Community Park Street Connection

BACKGROUND

At the Regular Board Meeting on March 15, 2018, District staff introduced a potential project to develop a road connection from the north end of the parking lot at Community Park to Ohio Street. The Board directed staff to conduct community outreach to surrounding neighbors of Community Park to seek input and support for a road connection from the north end of the parking lot at Community Park to Ohio Street.

At the Regular Board Meeting held on November 21, 2019, the Board reviewed a staff report (included in this packet as FI-24-028b) related to the community outreach. At the meeting, the Board directed staff to discuss the project with the City of Chico and Butte County to determine their interest in participating in a more comprehensive study and report back to the Board.

Shortly following this meeting, the District had to transition to remote work following a national state of emergency related to the pandemic.

DISCUSSION

District staff request a Board discussion on the viability of this project, including engaging in a traffic study to determine the impact on the street connection.



Chico Area Recreation and Park District “Helping People Play”

Staff Report 19-56
Agenda Item 7.3

STAFF REPORT

DATE: November 21, 2019
TO: Board of Directors
FROM: Ann Willmann, General Manager
SUBJECT: Community Park Road Connection

Discussion

Community Park has one main entrance and exit. During high peak use of the park, this can cause considerable traffic congestion, and users will often park outside the park in surrounding neighborhoods to avoid the congestion. Local developer, Chris Giampaoli, a member of the Chico Builders Association, approached the District and offered to donate the construction of a connector road from the north parking lot at Community Park to Ohio Street.

Community Outreach

In March 2018, the Board directed staff to conduct community outreach and identify any additional requirements for the improvements. There have been two public meetings held where the project was discussed.

In May 2018, working with the Love Chapman Coalition, flyers were distributed in the neighborhood, and the meeting schedule was posted on our website and Facebook page. There were approximately 15 people in attendance. Those that were in attendance expressed the following concerns:

- Vehicles exiting the park and getting lost in the neighborhood.
- Lack of sidewalks in the neighborhood requiring pedestrians and cars to share the road.
- Neighborhood safety and traffic circulation due to increased traffic and speeding.
- Lack of traffic signal at 9th Street.

In August 2019, individual postcards were mailed to residents in the area. There were approximately 12 people in attendance. The concerns expressed at this meeting were very similar to those voiced in the previous meeting. However, at this meeting, the following positive comments were also shared:

- Reduced traffic on MLK Parkway would reduce car emissions because cars would not be idling for long periods of time.

- Reduction of people parking in the neighborhood to access the park.
- Increased traffic could reduce criminal activity and bring greater awareness to the Chapman neighborhood.

Identified Studies

After the public outreach meetings, it was recommended that the following items be completed:

- Traffic Study: Based on feedback from the community meeting in August 2019, it is recommended that we conduct a traffic study to better understand the impact of the traffic on the Chapman neighborhood. The estimate for the study is \$11,000. The study would include review of mid-day peak Saturday traffic conditions while soccer was taking place. It would include reviews of the following streets and intersections:
 - 20th Street / Dr. MLK Jr. Pkwy intersection
 - 9th Street (SR 32) / Bartlett Street intersection
 - 8th Street (SR 32) / Bartlett Street intersection
 - Humboldt Avenue / Bartlett Street intersection
 - Dr MLK Jr Pkwy from 20th Street to park entrance
 - Ohio Street from Bruce Street to Guill Street
 - Bruce Street from Humboldt Avenue to Ohio Street
 - Bartlett Street from 9th Street to Humboldt Avenue
 - Humboldt Avenue from Cypress Street to Bartlett Street
- CEQA Filing: In addition to the traffic study, the proper paperwork would need to be submitted to meet the CEQA requirements for the project. The estimated cost to file the CEQA documents is \$2,000.

Emergency Access

The project was presented to the City of Chico Fire Department, and they are supportive of the project as they feel it would provide immediate access to all parts of the park and will enhance response times.

Additional Improvements to the Park

As part of CARD's Master Plan, and as identified in the projects for the funding measure, additional improvements are being planned for the north end of the park. This would include the addition of a new restroom where we currently provide portable restrooms, an additional softball field at Heffren Field, and improved walkways throughout that area of the park. In addition, the City of Chico is currently working to complete the bike path connection to the north end of the park. These additions have the potential to increase the amount of pedestrian traffic in that area of the park. Should the funding measure receive support from the community, we would need to engage in the CEQA process for several of these improvements as well.

Financial Impact

Currently, this project is not included in our 2019/2020 budget. Therefore, the cost for the Traffic Study and CEQA documents would need to be covered by contingencies. The total cost for both items is approximately \$13,000.

Conclusion

If CARD receives additional funds through the funding measure, staff feels that the improvements that have been identified for the north end of the park should work in coordination with the connector road. In addition, any studies or CEQA documents required for the improvements and the connector road could be done together.

Recommendation

It is recommended that the Board of Directors further review this project in March 2020 and determine how to proceed.

By _____
Ann Willmann
General Manager



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Asbestos Abatement and Demolition

BACKGROUND

In the spring, there were several trespassing incidents at the Garner property building requiring numerous calls to Armed Guard and the Chico Police Department (CPD). To assist with the nuisance calls, District staff contacted the Fire Department (FD) using the building for training evolutions. In April, both the FD and CPD conducted training courses and have plans for additional training events.

In the culminating training event, the old pro shop will be burnt down. In order for the FD to burn the building an asbestos test was required. The testing revealed the felt on the roof contained asbestos and required abatement.

FIANCIAL IMPACT

Funding for this work will come from the Aquatics center project budget.

Projected Cost

- Abatement \$27K
- Demolition \$14K
- Total \$42K

RECOMMENDATION

The Board of Directors approve the abatement and demolition of the Garner property building.



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Anjie Goulding, Director of Recreation
SUBJECT: Recreation Update – June

After School Program

After School Programs closed out the school year on June 7th. Some staff are taking a break or working other jobs for the summer, but a lot you can find in our summer programs too! Re-enrollment for next school year is underway with the waiting list open and spots being actively filled. This is the time of year where we work on hiring next year's employees, update training for the coming year, and get fully prepared for another ASP school year right. This season of impactful work makes ASP the amazing program it is.

Adult Sports

The Summer Adult Sports season is underway, and we have fully transitioned to digital rosters for all adult sports. We have over 2,000 unique roster enrollments across 27 sport divisions. We are up 22 teams compared to last summer. Summer 2023: 153 total teams. Summer 2024: 175 total teams.

Our new free agent softball and soccer leagues are going great, and all teams are having a blast. We have about 90 free agents playing in our first ever free agent adult softball and soccer leagues. Free agents are all players that may otherwise not have found a way to play in our leagues, and we are so excited to have an option to get more adults in our community involved in our recreation sport leagues.

Youth Sports

Summer camp season and Junior Giants are here and in full swing! Our amazing staff continues to nurture another impactful season of sport programs for the community, and continues to work with participants on building skills, fundamentals, spatial awareness, and more! We are teaching skills, a love for the game, and most importantly, guiding youth to be the best versions of themselves as they can.

You can find our amazing staff teaching this in these camps: ShortE, Little Athlete, Sports Camp, Sports Camp PRO, and Toddler Camps with Ms. Dallas.

Junior Giants is busting with 507 players, over 100 volunteers and a shiny new 7-9 division for softball. If you want to feel the magic of youth baseball and catch a game, schedules can be found here: <https://www.Teamsideline.com/chico>

Nature Center

Our ongoing collaboration with Parkside Preschool & Daycare continues. They are bringing their kiddos to the LAM for an hour every Wednesday and Thursday all summer for an animal presentation.

Camp Chico Creek is back with a new and improved Recycle/ Compost/ Waste program this summer. Twice a day, campers are selected as Waste Wizards to help staff weigh our different buckets and help announce our numbers. Staff are working with campers to create Waste Wizards hats to wear while they do this! On Wednesday's we'll take our compost to the Wednesday Farmers Market Compost Drop-off. At the end of the summer, we'll be able to determine how much compost and recycling we were able to divert from the landfill and help reduce our carbon footprint over these 10 weeks. CCC has some wonderful guest presenters scheduled for this summer. Already we've had Butte Environmental Council teach us about recycling, waste and composting through worms, and the Honeybee Discovery Center teach us about bees through games and tasting different types of honey. Future presenters include but are not limited to Ali Meders-Knight with Traditional Ecological Knowledge, Altacal Audubon and Nature Center staff and volunteers who will provide a reptile show for campers.

Nature Center is bringing back t-shirts for sale! Options include scat, animal tracks and a hand drawn picture of some of our animals by one of our staff members, Ellen Flasch.

In July we will have a Turtle & Tortoise LAM event for the public. Participants will learn about the difference between these two reptiles and be able to touch them. We'll be selling our new shirts; one which features John, our desert tortoise!

Our new enclosures were recently delivered and construction on that project will begin Monday, 6/24 with a hopeful completion date of Friday, 6/28. The addition of these enclosures allows us to bring on two more permit animals covered under our Restricted Species Permit.

Summer Camps

Summertime Delight camp is off to a great start and started field trips to Cal Skate, Bowlero, and Rare Air. This year campers are learning all about taking public transit on field trips and having a blast on B-Line buses, loving the bus drivers that are helping make the rides safe and fun. Staff and campers are keeping the camp activities and themes fun and cooling off in the pool when it gets too hot. Over 500 youth will attend summertime delight this summer, some attending multiple weeks.

Camp Chi-Da-Ca Summer Camp is officially underway! We have a current total of 910 campers who signed up for camp Chi-Da-Ca this summer. Please join us for the Camp Chi-Da-Ca Jamboree on Fridays at noon at Hooker Oak Park! Our campers and staff will be performing skits and songs to parents, grandparents, family, and friends.

Inclusion

Our team is in full Summer Camp swing. We are excited to have our 1-1 inclusion aids currently supporting 29 campers enrolled in 77 camps throughout Summer. In addition, 8 of these participants are also enrolled in 22 sessions of private adaptive swim lessons. We have 14 Inclusion Leader staff working camps. Five of these are Site Aides providing support every single week at our big five CARD Camps, and we are already hearing raves about how vital they are to the success of campers!

We are working with five outside organizations (Far Northern, Aveanna, Mains'l, GT Independence, and Ritz FMS) that are providing funding toward camp registration and 1:1 aides for some of these participants. In the first 9 days of camp (June 10-14, June 17-today) we have already provided 220 hours of 1:1 support that will be reimbursed by Far Northern.

Aquatics:*Pleasant Valley Pool:*

Swim lessons and recreation swimming opened Monday, June 10th. We have extended family swim to be 4 nights per week (Monday-Thursday). We are excited to host five teen swims throughout the summer, and two movie nights. We hope you join us for all the fun!

Sycamore Pool (1-Mile):

We started staffing lifeguards Friday – Wednesday June 8th from 1-7PM and the public is so excited to have guards back at the pool. We have food vendors you should check out, music to see on Wednesdays and fun themed days you can find on our social media! We are enjoying working in conjunction with the City of Chico and excited about a successful kick off to summer season at one mile!

Current staff numbers: Head Lifeguards- 3; Asst. Head Lifeguards- 7; Lifeguards- 54; Swim Instructors- 16

Field and Court Rentals

American Legion Baseball hosted their annual Father's Day Baseball tournament at Doryland Field at Hooker Oak Park. Chico Softball Little League is currently hosting all-star tournaments at DeGarmo Park. As the Little League season comes to an end, the NorCal Stars, and Chico Patriot Fastpitch organizations are beginning their Softball seasons and have long term rentals booked at the DeGarmo Softball fields throughout the summer and fall.



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27th, 2024
TO: Board of Directors
FROM: Scott Schumann, Director of Parks and Facilities
SUBJECT: Parks and Facilities Update - June

Capital Project Updates:

CARD Center

The parking lot ADA improvements, slurry seal, and painting is complete at the CARD Center.

Chapman Park

Staff are working closely with the park installation contractor to address remaining issues including splash pad overflow and drainage. Mechanical room and pump operations are becoming more familiar but require significant attention throughout the week and weekends to maintain efficient operations.

Community Park Maintenance Hub

RFP award to be discussed in the general session board meeting June 27, 2024.

ADA Improvements

Staff have secured quotes for CASp to update the District ADA transition plan. This approach will provide compliance guidance and updated prioritization for future improvements.

Park Improvements and Maintenance

Henshaw Park

The 2nd round of survey input is complete for Henshaw Park. Staff will begin development of RFP documents for park design services which will take community input into consideration for initial design and renderings.

Community Park

Staff installed a T-ball backstop north of the bocce complex. This new resource is a significant improvement from the previous back stop which was removed due to construction of the bocce courts. The backstop is already in use and appreciated by the staff and participants of the Junior Giants program.

New wall padding has been installed surrounding the field house basketball court giving the field house a fresh look and removing faded, damaged pads.

Humboldt Bike Park

Chico Velo and the park donor have completed the RFP process for their Design Build of the Bike Park. Velo awarded the bid to American Ramp Company who will design and construct the riding features of

the park with community input. Timeline for construction and completion is 12 – 18 months depending on lead times and permitting process.

Emerson Park

Staff are working diligently with the landscape installer to address dodder, an invasive plant, discovered in the myoporum plantings along the perimeter landscape beds.

Wildwood Infestation

A grasshopper infestation at Wildwood Park occurred in early June, 2024. It appears the population was from the open space East of the park boundary. Grasshoppers defoliated the landscape and began working into the turf and trees. The infestation stripped the landscape bare in several areas. Staff have attempted to control the spread while ensuring protection of the ornamentals. Consultation with Butte County Agriculture officials indicate the grasshopper hatch is an event occurring after periods of drought broken by wet winters. No further action was recommended by the commission beyond existing efforts by staff. The infestation appears to have slowed at time of this staff report.

Summer Internship

Parks has a summer intern, Avery Roberston, who will be learning in the field at DeGarmo Park and assisting with several projects over the summer including a Baroni Park Playground Input Session and improvement to the Injury and Illness Prevention Plan (IIPP).

Garner Lane Property

Armed Guard continues to patrol the future site of the Aquatic Center with periodic interactions with unhoused individuals attempting to take up residence. Staff are gathering proposals for anticipated site demolition and use by local authorities for fire and law enforcement exercise training.



BOARD OF DIRECTORS

STAFF REPORT

DATE: June 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: General Manager Update - June

Personnel Policies & Labor Negotiations — The major focus in June has been revising personnel policies and labor negotiations.

Notable Meetings

- The Non-Profit Leaders Group on May 29 and discussed succession planning.
- EBC & Chico Tourism Committee: The Committee met on June 6 to discuss the progress of the Travel Chico and Explore Butte County initiatives.
- District staff continue working with the Butte County Resiliency Collaborative.
- SEIU Working Meeting on June 17.

Special Events

On June 8th we hosted *Movies at the Pool!* and provided a special showing of Barbie at the PV Pool. There was a great turnout, and folks were able to swim or sit while watching the movie. Our next feature at the PV Pool will be on July 6 and we will be showing Finding Nemo.

We are partnering with the City of Chico to provide events and entertainment at Sycamore Pool throughout the summer season. Each Wednesday there will be live music, and we are coordinating a concessions schedule with our vendors that we love to partner with.

On June 29th we will host *Let Freedom Ring* at Chapman Neighborhood Park. Join us from 11AM to 2PM, as we kick off the festivities at the brand-new playground and splash pad. Groove to live music and enjoy complimentary hot dogs and ice cream.

On the 4th of July, make your way downtown for the District's first-ever patriotic parade beginning at 9AM sharp. We currently have 50 parade entries and planning for this event is well underway. We anticipate the parade to end at 11AM and will feature special guests, including our Grand Marshall Arya Pocock, recently named the Pacific Region 'Youth of the Year' by the Boys & Girls Club of America.

News Stories

[CARD voted to approve the beginning of phase 1 of the golf park at DeGarmo Park | Action News](#)
[Chico 4th of July Parade | Action News](#)

[The Chico Area Recreation and Park District announced the kickoff of its aquatic season | Chico ER](#)

[An arrest made at the new Chapman Park Splash Pad causes concerns for parents | Action News](#)
[Chico families cool off and create memories at Sycamore Pool - KRCR](#)

Contracts over \$20,000

- Henshaw Park CEQA – LACO Associates \$30,000
- CASp Inspection – California Certified Accessibility Specialists Inc. \$47,000