



**CLOSED SESSION OF THE CHICO AREA RECREATION
AND PARK DISTRICT BOARD OF DIRECTORS
545 VALLOMBROSA AVENUE, CHICO, CA 95926
Phone (530) 895-4711 Fax (530) 895-4721
Thursday, June 20, 2019 – 5:30 p.m.**

*Posted Prior to 5:00 pm
Friday, June 14, 2019*

AGENDA

1.0 CALL TO ORDER/ROLL CALL

2.0 CLOSED SESSION

- 2.1 Pursuant to Government Code Section 54956.8 - Conference with Real Property Negotiators: Property – Portion of Bidwell Park along East 8th Street now occupied by Chico Creek Nature Center; Owner – City of Chico. CARD negotiators – General Manager Ann Willmann and Legal Counsel Jeff Carter. Under Negotiation – Terms and conditions of lease.
- 2.2 Pursuant to Government Code §54957 – Public Employee Performance Evaluation – General Manager.

OPEN SESSION

3.0 ADJOURNMENT

Adjourn to the Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District. If the Board is unable to conclude its discussion of Closed Session items by 6:00 p.m., it will return to Closed Session at the end of this evening's meeting.



CHICO AREA RECREATION AND PARK DISTRICT
545 VALLOMBROSA AVENUE, CHICO, CA 95926
Phone (530) 895-4711 Fax (530) 895-4721
Thursday, June 20, 2019 – 6:00 p.m.

*Posted Prior to 5:00 pm
Friday, June 14, 2019*

BOARD MEMBERS:

Michael Worley, Chair
Tom Lando, Vice Chair
Thomas Nickell
Dave Donnan
Michael McGinnis

CARD STAFF:

Ann Willmann, General Manager
Heather Childs, Finance Manager
Jennifer Marciales, Executive Assistant

GENERAL INFORMATION:

1. Agendas:

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

2. Agenda Items:

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

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

3. Items Not Appearing On Posted Agenda:

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

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

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

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

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

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



**REGULAR MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
Thursday, June 20, 2019 – 6:00 p.m.**

*Posted Prior to 5:00 pm
Friday, June 14, 2019*

AGENDA

1.0 CALL TO ORDER

- 1.1 Roll Call
- 1.2 Closed Session Announcement

2.0 CORRESPONDENCE

There is no correspondence.

3.0 PUBLIC COMMENTS

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

4.0 PRESENTATIONS

There are no presentations.

5.0 CONSENT AGENDA

- 5.1 Minutes of the Regular Meeting of the Board of Directors of May 16, 2019
Action Requested – that the Board of Directors approve the minutes as submitted
- 5.2 Monthly Bills and Refund Register - Action Requested – that the Board of Directors authorize payment of the monthly bills and approve the refund register
- 5.3 Monthly Financial Report - Action Requested – that the Board of Directors review and approve the Monthly Financial Report

6.0 REGULAR AGENDA

- 6.1 Items Removed from the Consent Agenda

7.0 UNFINISHED BUSINESS

- 7.1 Public Hearing for Budget for Fiscal Year 2019/2020 (Staff Report 19-28)
Public Hearing – Opportunity to appear and be heard regarding the proposed adoption of Resolution 19-9, Resolution of the Board of Directors of the Chico Area Recreation and Park District Adopting the Final Budget for the 2019/2020 Fiscal Year.

7.2 Funding Measure (Staff Report 19-29) - *Action Requested – that the Board of Directors direct staff to continue to pursue the placement of a parcel tax on the March 2020 ballot, and direct staff to (1) enter into a contract with Clifford Moss for Phase II of the communications strategy, (2) secure legal counsel to draft the ballot measure, (3) begin developing educational materials, and (4) conduct community outreach meetings to share District needs and gather community feedback.*

8.0 NEW BUSINESS

8.1 Resolution 19-10 of the Board of Directors of the Chico Area Recreation and Park District Establishing Appropriations Limits for the 2019-2020 Fiscal Year (Staff Report 19-30) - *Action Requested – that the Board of Directors adopt Resolution 19-10 of the Board of Directors of the Chico Area Recreation and Park District establishing Appropriations Limits for the 2019-2020 Fiscal Year at \$11,899,983.*

8.2 Time Expired Warrants Policy (Staff Report 19-31) - *Action Requested – that the Board of Directors approve the Time Expired Warrants Policy.*

8.3 Light Upgrades Utilizing PG&E On-Bill Financing (Staff Report 19-32) - *Action Requested – that the Board of Directors authorize the General Manager to (1) enter into an agreement with RHA to facilitate the light retrofit, (2) approve the submittal of the On-Bill Financing Supplement and Application, and (3) authorize the General Manager to execute any associated agreements and applications to complete the project.*

8.4 Vehicle Surplus (Staff Report 19-33) - *Action Requested – that the Board of Directors authorize the General Manager to surplus the 2006 Chevy Uplander and the 2007 Chevy HHR, and purchase a utility van utilizing contingencies not to exceed \$20,000.*

9.0 BOARD OF DIRECTORS' REPORTS/SPECIAL ASSIGNMENTS

9.1 Butte County Special Districts Association/LAFCO

9.2 Other Reports

10.0 DIRECTORS' COMMENTS

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

11.0 GENERAL MANAGER'S COMMENTS

11.1 General Manager's Update

12.0 STAFF COMMENTS

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

13.0 ADJOURNMENT

Adjourn to the Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on July 18, 2019.



**REGULAR MEETING OF THE CHICO AREA
RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
545 VALLOMBROSA AVENUE, CHICO, CA 95926**

**(Draft)
MINUTES
May 16, 2019**

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

Board Members Absent: Thomas Nickell, Board Member

Staff Members Present: Ann Willmann, General Manager
Heather Childs, Finance Manager
Jennifer Marciales, Executive Assistant

1.0 CALL TO ORDER

1.1 Roll Call

The meeting was called to order at 6:00 p.m., and roll call was taken as noted above.

2.0 CORRESPONDENCE

There was no correspondence.

3.0 PUBLIC COMMENTS

There were no comments.

4.0 PRESENTATIONS

4.1 Presentation from EMC Research

Jessica Polsky with EMC Research presented the results from the April 2019 polling that was conducted. She noted that some of the key findings were that a majority of voters are now pessimistic about the direction of the Chico area, and that homelessness, public safety and housing are among the community's top priorities. She noted that there is initial support for a parcel tax, but the support for a bond measure is much lower. Ms. Polsky stated that the poll indicated that reducing crime and homelessness in parks, providing clean, safe parks and recreational programs, and upgrading park safety features were identified as top priorities.

4.2 Presentation from Clifford Moss

Amanda Clifford with Clifford Moss presented information to the Board with regard to the communications/early listening sessions that were held. She noted that over the last 3 months, CARD has been meeting with community members in a two-way conversation about Chico's park and recreation needs. She reviewed the information received and stated that based on the feedback, and the results of the survey, Clifford Moss recommends that the District proceed with the parcel tax measure in March 2020,

and consider the bond measure at a later time. She further stated that CARD should continue with, and increase, its informational and educational outreach with the Community prior to the parcel tax being placed on the ballot. She noted that the measure should include park safety and cleanliness.

General Manager Willmann stated that staff and the Board need to review community and District needs and develop a prioritized list. The consensus of the Board was to have a Special Meeting on June 5, 2019 to review the list of priorities and develop the best approach.

5.0 CONSENT AGENDA

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

The vote was as follows: Ayes carried

Ayes: Worley, Lando, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Nickell

6.0 REGULAR AGENDA

No items were removed from the consent agenda.

7.0 UNFINISHED BUSINESS

7.1 District Update

General Manager Willmann reviewed her staff report with the Board and provided an update on the Good Sports Grant Program, Spring Jamboree, and Tree Maintenance. She also noted that staff will be scheduling another public outreach meeting to discuss the proposed road connection at Community Park.

7.2 Public Hearing and Resolution Approving Engineer's Reports, Confirming Diagrams and Assessments and Ordering the Continuation of the Levy of Assessments for Fiscal Year 2019-20 for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-005) Landscaping and Lighting Assessment Districts

M/S/C/ (Directors Lando/McGinnis) that the Board of Directors approves the Resolution Approving the Engineer's Reports, Confirming Diagrams and Assessments and Ordering the Continuation of the Levy of Assessments for fiscal year 2019-20 for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscaping and Lighting Assessment Districts.

Chair Worley opened the floor for the public hearing at 7:01 p.m. There being no public comments, Chair Worley closed the public hearing at 7:02 p.m.

The vote was as follows: Ayes carried

Ayes: Worley, Lando, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Nickell

8.0 NEW BUSINESS

8.1 Resolution 19-8 of the Board of Directors of the Chico Area Recreation and Park District Adopting the Preliminary Budget for the 2019-2020 Fiscal Year

Finance Manager Childs reviewed information for the proposed budget for Fiscal Year 2019/2020 and discussed the following:

1. Increase in the number of part-time PERS positions. These positions work year-round approximately 28 hours per week and are eligible for CalPERS. She noted that this will create stability in these positions, which will lead to a reduction of employee turnover and a decrease in hiring costs such as background checks, drug screenings, and unemployment payments.
2. Increase in unfunded liability payments. It was noted that the proposed budget includes the increased unfunded liability payment approved by the Board in March 2019. This will allow the District to pay off its current unfunded liability in a faster timespan and save the District money in interest payments.
3. Capital projects included for fiscal year 2019/2020
 - a. Lakeside Window Replacement
 - b. CARD Community Center Roof Project
 - c. Roof on Office Building at PV Pool
 - d. Community Park Parking Lot Resurfacing
 - e. DFJ HVAC Replacement
4. Inclusion of \$50,000 in the Deferred Maintenance Reserve. Finance Manager Childs stated that the goal is to add \$50,000 each year into the District's Deferred Maintenance Reserve to address future repairs/replacements of Capital Projects that have been completed since 2015.

M/S/C/ (Directors Lando/McGinnis) that the Board of Directors adopts Resolution 19-8 which adopts the Preliminary Budget for the 2019-2020 fiscal year, makes it available for public inspection, and determines that the public hearing regarding the Preliminary Budget will be conducted on June 20, 2019, at the Regular Board Meeting, and the Board will consider adoption of the Final Budget for Fiscal Year 2019-2020 at the Regular Board Meeting on July 18, 2019.

The vote was as follows: Ayes carried

Ayes: Worley, Lando, McGinnis, Donnan

Noes: None

Abstain: None

Absent: Nickell

9.0 BOARD OF DIRECTORS' REPORTS/SPECIAL ASSIGNMENTS

9.1 Butte County Special Districts Association/LAFCO

There were no comments.

9.2 Other Reports

There were no comments.

10.0 DIRECTORS' COMMENTS

There were no comments.

11.0 GENERAL MANAGER'S COMMENTS

There were no comments.

12.0 STAFF COMMENTS

There were no comments.

13.0 ADJOURNMENT

There being no further business, the Regular Meeting of the Board of Directors was adjourned at 7:17 p.m. to the Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on June 20, 2019.

Respectfully submitted,

Ann Willmann, General Manager
Secretary to the Board

**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2018-2019**

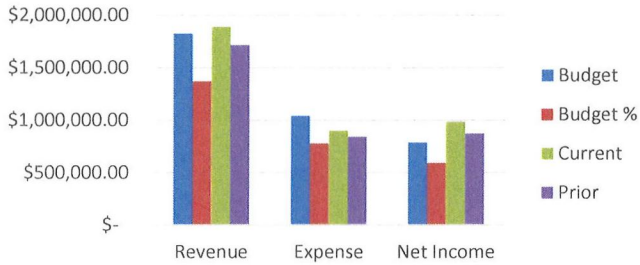
**May 2019
92% of the Year**

AFTERSCHOOL

We are at 103% of Budgeted Revenues and 87% of Budgeted Expenses. Our Net Income is \$115,442 over this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 1,825,800.00	\$ 1,888,405.71	\$ 1,713,873.09
EXPENSES	\$ 1,039,429.00	\$ 901,924.09	\$ 842,833.47

AFTERSCHOOL

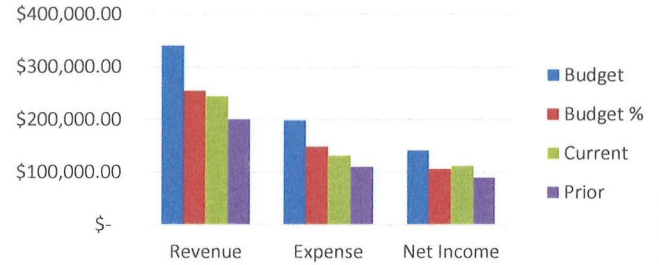


CAMPS

We are at 72% of Budgeted Revenues and 66% of Budgeted Expenses. CAMPS are seasonal. The majority run June-August. The rest are during school breaks in December/January and March. Our Net Income is currently \$22,629.79 over this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 340,270.00	\$ 244,416.24	\$ 200,600.34
EXPENSES	\$ 198,635.00	\$ 131,765.16	\$ 110,579.05

CAMPS

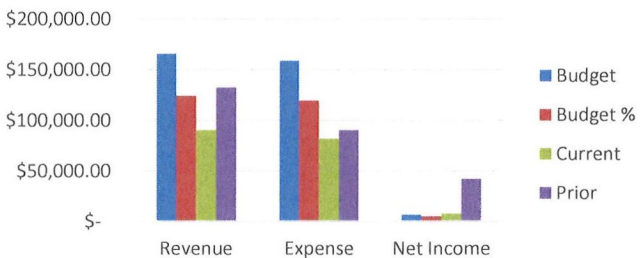


AQUATICS

We are at 55% of Budgeted Revenues and 52% of Budgeted Expenses. Our Net Income is currently \$34,154.61 less than this time last year. Amounts received in the beginning of FY2017/2018 should have been accrued to FY2016/2017 but were not, this overstated FY2017/2018 Revenue. Amounts received in FY2018/2019 were correctly accrued to FY2017/2018.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 166,010.00	\$ 90,479.40	\$ 132,717.61
EXPENSES	\$ 159,115.00	\$ 82,365.56	\$ 90,449.16

AQUATICS

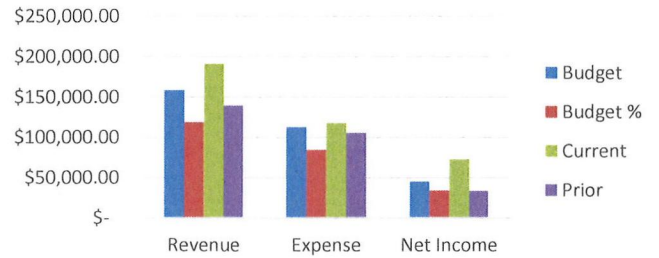


CLASSES

We are at 121% of Budgeted Revenues and 104% of Budgeted Expenses. We have various classes that run throughout the year. Our Net Income is currently \$39,359.35 more than this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 158,500.00	\$ 191,197.93	\$ 139,371.15
EXPENSES	\$ 112,990.00	\$ 82,365.56	\$ 105,592.71

CLASSES



**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2018-2019**

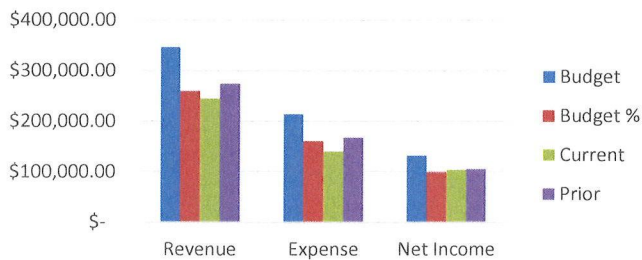
**May 2019
92% of the Year**

ADULT SPORTS

We are at 71% of Budgeted Revenues and 66% of Budgeted Expenses. Our Net Income is \$1,454.16 less than this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 346,200.00	\$ 244,640.89	\$ 273,656.01
EXPENSES	\$ 214,100.00	\$ 140,374.57	\$ 167,935.53

ADULT SPORTS

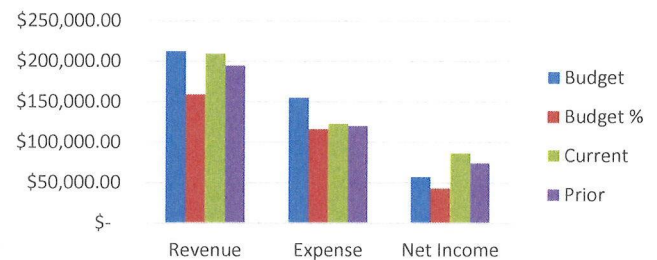


YOUTH SPORTS

We are at 99% of Budgeted Revenues and 80% of Budgeted Expenses. Our Net Income is \$12,028.60 over this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 212,300.00	\$ 209,686.74	\$ 194,914.09
EXPENSES	\$ 154,890.00	\$ 123,164.44	\$ 120,420.39

YOUTH SPORTS

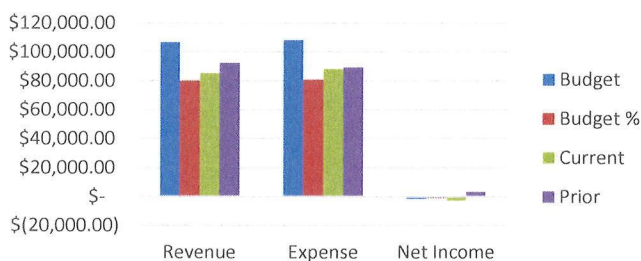


SENIORS

We are at 80% of Budgeted Revenues and 82% of Budgeted Expenses. Our Net Income is \$6,178.86 less than this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 106,550.00	\$ 85,455.20	\$ 92,431.94
EXPENSES	\$ 108,050.00	\$ 88,332.10	\$ 89,129.98

SENIORS

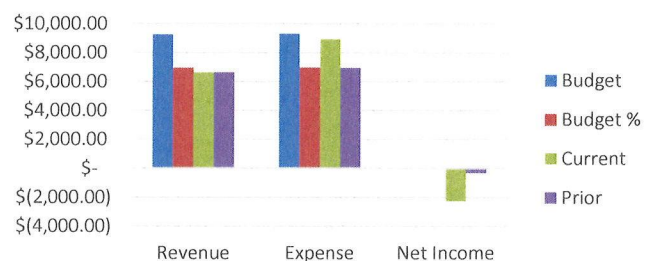


SPECIAL EVENTS

We are at 72% of Budgeted Revenues and 96% of Budgeted Expenses. Our Net Income is \$1,957.68 less than this time last year. With Special Events, we often incur expenses prior to receiving revenue (through either entrance fees or sponsorships).

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 9,250.00	\$ 6,633.65	\$ 6,639.90
EXPENSES	\$ 9,300.00	\$ 8,916.40	\$ 6,964.97

SPECIAL EVENTS



**CHICO AREA RECREATION AND PARK DISTRICT
BOARD PROGRAM SUMMARY 2018-2019**

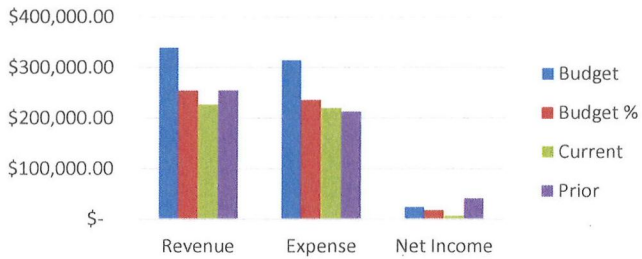
**May 2019
92% of the Year**

NATURE CENTER

We are at 67% of Budgeted Revenues and 70% of Budgeted Expenses. Our Net Income is \$34,599.35 less than this time last year. The scheduled endowment payment has not yet been received, due to current negotiations, which contributes to lower revenue. In addition, the Hunter's Moon Dinner is not taking place, which contributes to lower revenue and lower expenses.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 339,350.00	\$ 227,225.44	\$ 255,243.19
EXPENSES	\$ 314,800.00	\$ 219,936.61	\$ 213,355.01

NATURE CENTER

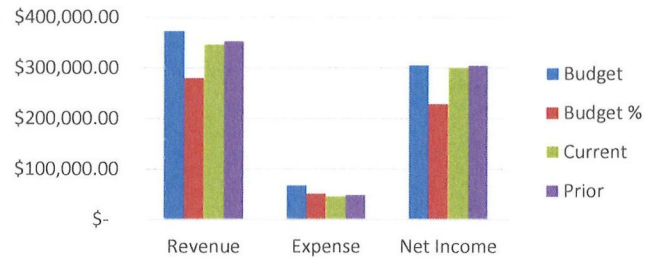


FACILITY RENTAL

We are at 93% of Budgeted Revenues and 67% of Budgeted Expenses. Our Net Income is \$3,969.22 less than this time last year.

	BUDGET	CURRENT YTD	PRIOR YTD
REVENUE	\$ 373,000.00	\$ 346,151.48	\$ 352,802.63
EXPENSES	\$ 68,000.00	\$ 45,722.99	\$ 48,404.92

FACILITY RENTAL



CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2018-2019
APRIL 2019

DESCRIPTION	2018-2019 Budget	May 2019	2018-2019 YTD	2018-2019 % of Budget	Remaining Budget	2017-2018 Budget	May 2018	2017-2018 YTD	2017-2018 % of Budget	Difference by Year
AFTERSCHOOL										
INCOME	1,825,800.00	193,390.49	1,888,405.71	103%	(62,605.71)	1,591,186.00	247,238.62	1,713,873.09	108%	174,532.62
INCOME	-	-	-	0%	-	-	-	-	0%	-
PROGRAM SUPPLIES	(70,940.00)	(8,605.03)	(56,341.98)	79%	(14,598.02)	(62,106.00)	(8,424.99)	(54,194.35)	87%	(2,147.63)
CONTRACT SERVICES	(3,000.00)	(592.65)	(2,444.50)	81%	(555.50)	(3,500.00)	-	(3,500.24)	100%	1,055.74
PART-TIME WAGES	(965,489.00)	(100,215.03)	(843,137.61)	87%	(122,351.39)	(817,350.00)	(91,588.79)	(785,138.88)	96%	(57,998.73)
TOTAL AFTERSCHOOL	786,371.00	83,977.78	986,481.62	125%	(200,110.62)	708,230.00	147,224.84	871,039.62	123%	115,442.00
CAMPS										
INCOME	340,270.00	1,821.66	244,416.24	72%	95,853.76	298,240.00	1,780.60	202,430.94	68%	41,985.30
PROGRAM SUPPLIES	(18,500.00)	(5,724.02)	(12,149.22)	66%	(6,350.78)	(18,700.00)	(5,470.06)	(10,041.04)	54%	(2,108.18)
PROGRAM TRANSPORTATION	(1,500.00)	-	(735.65)	49%	(764.35)	(1,500.00)	-	(1,255.70)	84%	520.05
CONTRACT SERVICES	(46,800.00)	(825.00)	(40,273.09)	86%	(6,526.91)	(46,600.00)	(400.22)	(30,563.38)	66%	(9,709.71)
PART-TIME WAGES	(114,335.00)	(3,308.03)	(78,607.20)	69%	(35,727.80)	(91,751.00)	(2,911.29)	(69,147.46)	75%	(9,459.74)
INSTRUCTOR WAGES	(17,500.00)	-	-	0%	(17,500.00)	(18,000.00)	-	-	0%	-
TOTAL CAMPS	141,635.00	(8,035.39)	112,651.08	80%	28,983.92	121,689.00	(7,000.97)	91,423.36	75%	21,227.72
AQUATICS										
INCOME	166,010.00	3,355.14	90,479.40	55%	75,530.60	155,950.00	3,901.79	132,717.61	85%	(42,238.21)
PROGRAM SUPPLIES	(6,300.00)	(304.10)	(5,915.13)	94%	(384.87)	(5,165.00)	(593.14)	(3,333.87)	65%	(2,581.26)
CLOTHING	(800.00)	(706.03)	(706.03)	88%	(93.97)	(800.00)	(706.03)	(706.03)	88%	-
CONTRACT SERVICES	-	-	-	0%	-	-	-	-	0%	-
INSTRUCTOR WAGES	-	(2,976.00)	(5,123.85)	0%	5,123.85	-	(3,641.25)	(6,372.00)	0%	1,248.15
PART-TIME WAGES	(152,015.00)	(595.92)	(70,620.55)	46%	(81,394.45)	(135,477.00)	(2,465.09)	(80,037.26)	59%	9,416.71
TOTAL AQUATICS	6,895.00	(1,226.91)	8,113.84	118%	(1,218.84)	14,508.00	(3,503.72)	42,268.45	291%	(34,154.61)
CLASSES										
INCOME	158,500.00	18,538.51	191,197.93	121%	(32,697.93)	179,150.00	12,200.44	139,371.15	78%	51,826.78
ADVERTISING	-	-	-	0%	-	-	-	-	0%	-
PROGRAM SUPPLIES	(3,250.00)	(125.76)	(5,003.48)	154%	1,753.48	(4,000.00)	(494.68)	(3,989.62)	100%	(1,013.86)
CLOTHING	-	-	-	0%	-	-	-	-	0%	-
CONTRACT SERVICES	(15,800.00)	(4,472.60)	(29,702.36)	188%	13,902.36	(27,325.00)	(1,712.90)	(14,964.60)	55%	(14,737.76)
PART-TIME WAGES	(34,740.00)	(4,066.50)	(35,884.40)	103%	1,144.40	(11,740.00)	(403.50)	(4,746.48)	40%	(31,137.92)
INSTRUCTOR WAGES	(60,000.00)	(5,940.50)	(47,469.90)	79%	(12,530.10)	(91,000.00)	(10,440.21)	(81,892.01)	90%	34,422.11
TOTAL CLASSES	44,710.00	3,933.15	73,137.79	164%	(28,427.79)	45,085.00	(850.85)	33,778.44	75%	39,359.35
ADULT SPORTS										
INCOME	346,200.00	37,473.43	244,640.89	71%	101,559.11	350,600.00	42,295.31	273,656.01	78%	(29,015.12)
PROGRAM SUPPLIES	(25,500.00)	(50.60)	(11,678.31)	46%	(13,821.69)	(26,300.00)	(4,014.24)	(22,021.52)	84%	10,343.21
PROGRAM TRANSPORTATION	-	-	-	0%	-	-	-	-	0%	-
CLOTHING	-	-	-	0%	-	-	-	-	0%	-
CONTRACT SERVICES	(6,800.00)	-	-	0%	(6,800.00)	(6,800.00)	-	(58.00)	1%	58.00
PART-TIME WAGES	(181,800.00)	(6,692.06)	(52,399.13)	29%	(129,400.87)	(176,300.00)	(7,587.14)	(59,776.19)	34%	7,377.06
OFFICIALS WAGES	-	(12,938.66)	(76,297.13)	0%	76,297.13	-	(14,867.34)	(86,079.82)	0%	9,782.69
TOTAL ADULT SPORTS	132,100.00	17,792.11	104,266.32	79%	27,833.68	141,200.00	15,826.59	105,720.48	75%	(1,454.16)
				0%					0%	

CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2018-2019
APRIL 2019

DESCRIPTION	2018-2019 Budget	May 2019	2018-2019 YTD	2018-2019 % of Budget	Remaining Budget	2017-2018 Budget	May 2018	2017-2018 YTD	2017-2018 % of Budget	Difference by Year
YOUTH SPORTS				0%					0%	
INCOME	212,300.00	20,635.83	209,686.74	99%	2,613.26	215,100.00	13,321.94	194,914.09	91%	14,772.65
PROGRAM SUPPLIES	(9,600.00)	(821.27)	(9,493.87)	99%	(106.13)	(8,600.00)	(617.86)	(7,054.74)	82%	(2,439.13)
PROGRAM TRANSPORTATION	(1,640.00)	-	-	0%	(1,640.00)	(1,600.00)	-	-	0%	-
CLOTHING	(11,400.00)	-	(12,073.43)	106%	673.43	(10,300.00)	(459.12)	(10,149.83)	99%	(1,923.60)
CONTRACT SERVICES	(1,250.00)	-	(735.00)	59%	(515.00)	(13,900.00)	-	(1,539.90)	11%	804.90
PART-TIME WAGES	(131,000.00)	(10,464.44)	(100,862.14)	77%	(30,137.86)	(120,300.00)	(10,820.33)	(101,675.92)	85%	813.78
OFFICIALS WAGES	-	-	-	0%	-	-	-	-	0%	-
TOTAL YOUTH SPORTS	57,410.00	9,350.12	86,522.30	151%	(29,112.30)	60,400.00	1,424.63	74,493.70	123%	12,028.60
SENIOR PROGRAMS				0%					0%	
INCOME	106,550.00	6,522.69	85,455.20	80%	21,094.80	108,520.00	6,010.43	92,431.94	85%	(6,976.74)
PROGRAM SUPPLIES	(4,900.00)	(203.97)	(4,246.17)	87%	(653.83)	(5,250.00)	(253.39)	(3,867.88)	74%	(378.29)
PROGRAM TRANSPORTATION	-	-	-	0%	-	-	-	-	0%	-
CONTRACT SERVICES	(34,750.00)	(2,455.00)	(23,068.33)	66%	(11,681.67)	(36,700.00)	(1,940.81)	(30,375.52)	83%	7,307.19
PART-TIME WAGES	(43,800.00)	(3,597.48)	(38,885.78)	89%	(4,914.22)	(46,380.00)	(3,607.47)	(38,140.42)	82%	(745.36)
INSTRUCTOR WAGES	(24,600.00)	(2,439.60)	(22,131.82)	90%	(2,468.18)	(20,000.00)	(1,735.80)	(16,746.16)	84%	(5,385.66)
TOTAL SENIOR PROGRAMS	(1,500.00)	(2,173.36)	(2,876.90)	192%	1,376.90	190.00	(1,527.04)	3,301.96	1738%	(6,178.86)
SPECIAL EVENTS				0%					0%	
INCOME	9,250.00	1,890.00	6,633.65	72%	2,616.35	7,250.00	1,210.00	6,639.90	92%	(6.25)
PROGRAM SUPPLIES	(6,500.00)	(1,300.57)	(5,782.68)	89%	(717.32)	(4,350.00)	(941.25)	(4,450.86)	102%	(1,331.82)
MILEAGE	-	-	-	0%	-	-	-	-	0%	-
CONTRACT SERVICES	(2,800.00)	-	(2,938.72)	105%	138.72	(2,800.00)	-	(2,514.11)	90%	(424.61)
PART-TIME WAGES	-	(195.00)	(195.00)	0%	195.00	-	-	-	0%	(195.00)
TOTAL SPECIAL EVENTS	(50.00)	394.43	(2,282.75)	4566%	2,232.75	100.00	268.75	(325.07)	-325%	(1,957.68)
NATURE CENTER				0%					0%	
INCOME	322,850.00	12,327.00	218,435.44	68%	104,414.56	248,580.00	19,647.38	239,645.01	96%	(21,209.57)
FACILITY RENTALS	2,000.00	750.00	1,890.00	95%	110.00	2,500.00	-	255.00	10%	1,635.00
FUNDRAISING (DONATIONS)	14,500.00	66.00	6,900.00	48%	7,600.00	14,000.00	144.00	15,343.18	110%	(8,443.18)
GRANT FUNDING	-	-	-	0%	-	-	-	-	0%	-
ENDOWMENT	-	-	-	0%	-	-	-	-	0%	-
FULL-TIME WAGES	(59,000.00)	(4,529.60)	(52,064.82)	88%	(6,935.18)	(55,000.00)	(4,168.01)	(47,922.43)	87%	(4,142.39)
PART-TIME WAGES	(170,900.00)	(8,187.05)	(105,225.42)	62%	(65,674.58)	(115,876.00)	(8,717.26)	(90,141.13)	78%	(15,084.29)
FICA	(18,000.00)	(972.82)	(12,032.70)	67%	(5,967.30)	(13,500.00)	(1,421.39)	(17,028.89)	126%	4,996.19
RETIREMENT	(4,000.00)	(309.92)	(3,395.94)	85%	(604.06)	(10,000.00)	(136.15)	(2,999.20)	30%	(396.74)
MEDICAL	(11,500.00)	(1,045.63)	(12,989.18)	113%	1,489.18	(12,000.00)	(780.09)	(8,044.80)	67%	(4,944.38)
WC INSURANCE	(5,000.00)	-	-	0%	(5,000.00)	(8,000.00)	-	-	0%	-
CLOTHING	(7,000.00)	-	(4,576.51)	65%	(2,423.49)	(3,700.00)	(4,352.47)	(5,957.26)	161%	1,380.75
STAFF TRAINING	(500.00)	-	(271.86)	54%	(228.14)	(600.00)	-	(528.91)	88%	257.05
ADVERTISING	(500.00)	-	(498.00)	100%	(2.00)	(500.00)	-	(500.00)	100%	2.00
COPYING	(3,100.00)	(178.48)	(3,314.15)	107%	214.15	(3,275.00)	(18.69)	(3,302.74)	101%	(11.41)
EQUIPMENT/SOFTWARE	(500.00)	-	(488.62)	98%	(11.38)	(500.00)	-	(571.31)	114%	82.69
CONTRACT SERVICES	(5,500.00)	(284.21)	(2,631.75)	48%	(2,868.25)	(1,500.00)	(2,599.93)	(5,304.39)	354%	2,672.64
PROGRAM SUPPLIES	(28,000.00)	(984.25)	(22,275.27)	80%	(5,724.73)	(19,575.00)	(4,397.49)	(30,917.57)	158%	8,642.30
MILEAGE	(300.00)	-	(172.39)	57%	(127.61)	(500.00)	-	(136.38)	27%	(36.01)

CHICO AREA RECREATION AND PARK DISTRICT
PROGRAM SUMMARY 2018-2019
APRIL 2019

DESCRIPTION	2018-2019 Budget	May 2019	2018-2019 YTD	2018-2019 % of Budget	Remaining Budget	2017-2018 Budget	May 2018	2017-2018 YTD	2017-2018 % of Budget	Difference by Year
RENT	-	-	-	0%	-	-	-	-	0%	-
PROPERTY & LIABILITY INSUR	(1,000.00)	-	-	0%	(1,000.00)	(1,200.00)	-	-	0%	-
TOTAL NATURE CENTER	24,550.00	(3,348.96)	7,288.83	30%	17,261.17	19,354.00	(6,800.10)	41,888.18	216%	(34,599.35)
FACILITY RENTAL				0%					0%	
INCOME	373,000.00	56,162.72	346,151.48	93%	26,848.52	337,591.00	43,881.66	352,802.63	105%	(6,651.15)
PROGRAM SUPPLIES	(8,000.00)	(75.99)	(4,653.62)	58%	(3,346.38)	(8,000.00)	(554.08)	(3,363.20)	42%	(1,290.42)
CONTRACT SERVICES	(16,000.00)	(630.00)	(6,055.89)	38%	(9,944.11)	(16,000.00)	-	(6,988.48)	44%	932.59
PART-TIME WAGES	(44,000.00)	(3,625.89)	(35,013.48)	80%	(8,986.52)	(42,000.00)	(4,398.75)	(38,053.24)	91%	3,039.76
TOTAL FACILITY RENTAL	305,000.00	51,830.84	300,428.49	99%	4,571.51	271,591.00	38,928.83	304,397.71	112%	(3,969.22)
RECREATION - MISC. & ADMIN				0%					0%	
INCOME	-	(421.84)	(11,737.59)	0%	11,737.59	-	(315.46)	(7,936.18)	0%	(3,801.41)
PUBLICATIONS/LEGAL NOTICE	(24,000.00)	(246.88)	(16,054.05)	67%	(7,945.95)	(21,000.00)	(1,322.98)	(19,028.05)	91%	2,974.00
CONFERENCES	(6,000.00)	(100.00)	(2,008.71)	33%	(3,991.29)	(6,000.00)	-	(7,868.32)	131%	5,859.61
MILEAGE	(1,000.00)	-	(222.19)	22%	(777.81)	(1,000.00)	-	-	0%	(222.19)
OFFICE SUPPLIES	(12,300.00)	(310.41)	(5,091.01)	41%	(7,208.99)	(12,300.00)	(363.24)	(7,213.64)	59%	2,122.63
CLOTHING	(200.00)	-	-	0%	(200.00)	(200.00)	-	(140.21)	70%	140.21
ACL/OVERTIME	(5,000.00)	-	-	0%	(5,000.00)	(5,000.00)	-	-	0%	-
PART-TIME WAGES	(7,000.00)	(2,245.86)	(8,605.04)	123%	1,605.04	(5,000.00)	-	-	0%	(8,605.04)
FULL TIME WAGES	(408,000.00)	(31,229.19)	(358,419.60)	88%	(49,580.40)	(395,000.00)	(32,419.95)	(383,533.17)	97%	25,113.57
TOTAL RECREATION - MISC. & ADMIN	(463,500.00)	(34,554.18)	(402,138.19)	87%	(61,361.81)	(445,500.00)	(34,421.63)	(425,719.57)	96%	23,581.38
TOTAL PROGRAM SUMMARY	1,033,621.00	117,939.63	1,271,592.43	123%	(237,971.43)	936,847.00	149,569.33	1,142,267.26	122%	129,325.17

**CHICO AREA RECREATION AND PARK DISTRICT
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MAY 2019**

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NOTE: This completes 11 month of the fiscal year and represents 92% of the year.

CHICO AREA RECREATION AND PARK DISTRICT
 BALANCE SHEET
 MAY 2019

	MAY 2019	MAY 2018
ASSETS		
CASH		
CASH ON DEPOSIT WITH COUNTY (GENERAL FUND)	5,969,489.50	5,495,924.89
CASH ON DEPOSIT WITH COUNTY (COMMUNITY BAND)	926.02	1,641.01
CASH ON DEPOSIT WITH COUNTY (PARK FUND)	197,858.45	105,151.16
CASH ON DEPOSIT WITH COUNTY (OAK WAY)	40,770.79	81,933.96
CASH ON DEPOSIT WITH COUNTY (PETERSON PARK)	66,764.79	73,124.98
CASH ON DEPOSIT WITH COUNTY (BARONI PARK)	145,741.62	133,660.42
CASH ON DEPOSIT WITH COUNTY (ROTARY)	16,534.52	16,534.52
CASH ON DEPOSIT WITH ROTARY FOUNDATION	500.96	500.96
CASH - GOLDEN VALLEY BANK	680,014.54	572,877.34
PETTY CASH	800.00	600.00
BANK SUSPENSE	29,161.31	39,237.10
SUBTOTAL	7,148,562.50	6,521,186.34
FMV ADJUSTMENT (GENERAL FUND)	-	-
FMV ADJUSTMENT (PARK FUND)	-	-
FMV ADJUSTMENT (OAK WAY)	-	-
FMV ADJUSTMENT (PETERSON PARK)	-	-
FMV ADJUSTMENT (BARONI PARK)	-	-
FMV ADJUSTMENT (ROTARY FUND)	-	-
SUBTOTAL	-	-
RECEIVABLES		
ACCOUNTS RECEIVABLE	1,442,842.29	1,035,660.33
A/R - ONLINE PAYMENT CLEARING	-	-
A/R - IN HOUSE CREDIT CARDS	13,525.00	16,325.00
INTEREST RECEIVABLE (GENERAL FUND)	(0.00)	-
INTEREST RECEIVABLE (PARK FUND)	-	(0.00)
INTEREST RECEIVABLE (OAK WAY)	-	-
INTEREST RECEIVABLE (PETERSON PARK)	-	-
INTEREST RECEIVABLE (BARONI PARK)	-	-
RECEIVABLES	1,456,367.29	1,051,985.33
DUE FROM OTHER FUNDS		
DUE TO GENERAL FUND FROM OTHER FUNDS	175,001.64	160,616.06
DUE TO GENERAL FUND FROM PARK FUND	-	-
DUE TO GENERAL FUND FROM OAK WAY FUND	-	-
DUE TO GENERAL FUND FROM PETERSON PARK FUND	-	-
DUE TO GENERAL FUND FROM BARONI PARK FUND	-	-
DUE FROM OTHER FUNDS	175,001.64	160,616.06
TOTAL CURRENT ASSETS	8,779,931.43	7,733,787.73
PREPAID PENSION CONTRIBUTION	214,215.62	244,817.85
PREPAID EXPENSES	1,360.00	-
FIXED ASSETS		
LAND	11,634,790.52	11,634,790.52

**CHICO AREA RECREATION AND PARK DISTRICT
BALANCE SHEET
MAY 2019**

	MAY 2019	MAY 2018
LAND IMPROVEMENTS	25,373,368.01	24,769,004.40
LEASEHOLD IMPROVEMENTS	1,098,162.52	1,098,162.52
EQUIPMENT	873,376.85	848,968.25
EQUIPMENT - COMPUTERS	276,499.35	276,499.35
EQUIPMENT - AUTOS	369,002.10	371,592.10
CONSTRUCTION IN PROGRESS	16,132.60	54,646.86
SUBTOTAL	39,641,331.95	39,053,664.00
ACCUMULATED DEPRECIATION	(13,154,773.84)	(12,290,441.83)
SUBTOTAL	26,486,558.11	26,763,222.17
TOTAL ASSETS	35,482,065.16	34,741,827.75
TOTAL DEFERRED OUTFLOWS OF RESOURCES - GASB 68	1,070,448.00	789,365.00

CHICO AREA RECREATION AND PARK DISTRICT
BALANCE SHEET
MAY 2019

	MAY 2019	MAY 2018
LIABILITIES		
ACCOUNTS PAYABLE	116,451.60	81,062.01
ACCRUED EXPENSES		
ACCRUED PAYROLL	136,515.57	5,248.64
PAYROLL FEDERAL TAXES	10,368.49	-
PAYROLL STATE TAXES	2,247.36	-
PAYROLL EMPLOYEE MEDI & FICA	13,154.18	-
PAYROLL EMPLOYER MEDI & FICA LIAB	13,154.18	(1,429.65)
PAYROLL SDI	1,713.97	1,403.61
LONG TERM CARE PAY DEDUCTIONS	-	-
PAYROLL GARNISHMENTS	388.50	(202.08)
UNION DUES - SUPERVISORS	511.91	-
UNION DUES - PARKS	287.35	-
CALPERS 2% AT 62	2,960.86	-
457 EMPLOYEE CONTRIBUTIONS	5,252.00	5,398.00
EMPLOYEE MEDICAL WITHHOLDINGS	1,043.83	(1,530.84)
VOUCHERS PAYABLE ACCRUAL	-	-
ACCRUED INTEREST EXPENSE (GENERAL FUND)	-	4,082.24
ACCRUED INTEREST EXPENSE (PARK FUND)	-	-
ACCRUED EXPENSES	187,598.20	12,969.92
DUE TO OTHER FUNDS		
DUE TO GENERAL FUND FROM PARK FUND	-	-
DUE TO GENERAL FUND FROM OAK WAY FUND	65,640.48	60,135.97
DUE TO GENERAL FUND FROM PETERSON PARK FUND	51,158.03	47,781.47
DUE TO GENERAL FUND FROM BARONI PARK FUND	58,203.13	52,698.62
SUBTOTAL	175,001.64	160,616.06
OTHER LIABILITIES		
BANK CHARGE CLEARING ACCOUNT	(72,582.66)	(160.71)
DEFERRED REVENUE	2,063,305.30	1,620,295.78
OTHER LIAB - CLASS CLEARING ACCT	(370.30)	(120.30)
UNEARNED REVENUE	4,903.39	3,753.39
PREPAID FACILITY TRANSFER	-	7,219.30
SECURITY DEPOSITS	13,800.00	12,400.00
SECURITY HOLDING ACCT - CLASS	-	-
SUBTOTAL	2,009,055.73	1,643,387.46
TOTAL CURRENT LIABILITIES	2,488,107.17	1,898,035.45
LONG-TERM DEBT		
NOTE PAYBLE - DEGARMO	-	-
NOTE PAYABLE - SOLAR	-	0.51
NOTE PAYABLE - LAKESIDE PAVILLION	-	520.42
NET PENSION LIABILITY	2,838,733.00	2,378,682.00
LIABILITY FOR COMPENSATED ABSENCES	176,892.25	148,022.39
SUBTOTAL	3,015,625.25	2,527,225.32
TOTAL LIABILITIES	5,503,732.42	4,425,260.77

CHICO AREA RECREATION AND PARK DISTRICT
BALANCE SHEET
MAY 2019

	MAY 2019	MAY 2018
<u>TOTAL DEFERRED INFLOWS OF RESOURCES - GASB 68</u>	<u>136,997.00</u>	<u>121,178.00</u>

CHICO AREA RECREATION AND PARK DISTRICT
BALANCE SHEET
MAY 2019

	MAY 2019	MAY 2018
FUND BALANCE		
SPENDABLE - COMMITTED		
SPENDABLE - COMMITTED - PETTY CASH	1,500.00	1,500.00
SPENDABLE - COMMITTED - GENERAL RESERVE	1,200,000.00	1,200,000.00
SUBTOTAL	1,201,500.00	1,201,500.00
SPENDABLE - ASSIGNED		
SPENDABLE - ASSIGNED - CAPITAL OUTLAY	50,000.00	50,000.00
SPENDABLE - ASSIGNED - LONG TERM DEBT	-	-
SPENDABLE - ASSIGNED - ELECTION COSTS	45,000.00	45,000.00
SPENDABLE - ASSIGNED - PENSION LIABILITY	-	1,700,000.00
SPENDABLE - ASSIGNED - FUNDED DEPRECIATION	340,500.00	340,500.00
SUBTOTAL	435,500.00	2,135,500.00
SPENDABLE - UNASSIGNED	2,176,584.42	99,174.68
NON-SPENDABLE	26,219,719.05	26,220,444.05
TOTAL FUND BALANCE - GENERAL FUND	30,033,303.47	29,656,618.73
FUND BALANCE - PARK FUND	118,834.67	38,006.87
FUND BALANCE - OAK WAY	1,404.90	4,943.25
FUND BALANCE - PETERSON PARK	1,012.75	7,718.07
FUND BALANCE - BARONI PARK	63,352.73	58,746.32
NET INCOME (LOSS)		
GENERAL FUND	649,403.75	1,137,705.97
PARK FUND	81,398.78	71,894.29
OAK WAY	(41,168.39)	1,608.65
PETERSON PARK	(5,898.60)	(2,180.46)
BARONI PARK	10,139.68	10,263.60
TOTAL NET INCOME (LOSS)	693,875.22	1,219,292.05
TOTAL FUND BALANCE	30,911,783.74	30,985,325.29

FOOTNOTES:

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY - GENERAL FUND - FUND 2490
MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
REVENUE							
FEE BASED PROGRAM INCOME	3,479,080	3,167,613.61	91.0%	3,393,656	2,987,743.56	88.0%	179,870.05
OTHER INCOME	499,329	451,800.38	90.5%	463,920	517,180.50	111.5%	(65,380.12)
RDA PASSTHROUGH	1,090,000	1,282,268.83	117.6%	1,064,000	1,178,202.66	110.7%	104,066.17
INVESTMENT INCOME	40,000	73,844.53	184.6%	40,000	26,027.02	65.1%	47,817.51
TAX INCOME / COUNTY	3,046,000	3,312,497.75	108.7%	2,896,000	3,190,148.44	110.2%	122,349.31
TOTAL REVENUE	8,154,409	8,288,025.10	101.6%	7,857,576	7,899,302.18	100.5%	388,722.92
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	5,723,093	5,746,115.54	100.4%	5,389,670	4,615,400.28	85.6%	1,130,715.26
SERVICES AND SUPPLIES	2,071,268	1,764,404.37	85.2%	1,824,744	1,545,687.84	84.7%	218,716.53
CONTRIB. TO OTHER AGENCIES	15,000	14,193.51	94.6%	15,000	12,733.72	84.9%	1,459.79
CONTINGENCIES	25,000	-	0.0%	25,000	-	0.0%	-
NOTES PAYABLE / LEASE PYMTS	1,005	1,000.00	99.5%	93,253	11,697.05	12.5%	(10,697.05)
TOTAL OPERATING EXPENDITURES	7,835,366	7,525,713.42	96.0%	7,347,667	6,185,518.89	84.2%	1,340,194.53
NET REVENUE BEFORE SPEC. EXP.	319,043	762,311.68	238.9%	509,909	1,713,783.29	336.1%	(951,471.61)
SPECIALLY ALLOCATED ITEMS							
CAPITAL / REPAIR PROJECTS	812,500	178,620.65	22.0%	975,000	588,295.42	60.3%	(409,674.77)
CAPITAL PROJECT REIMBURSEMENT	-	-	0.0%	-	-	0.0%	-
NET CAPITAL PROJECTS	812,500	178,620.65	22.0%	975,000	588,295.42	60.3%	(409,674.77)
DEPRECIATION	-	-	0.0%	-	-	0.0%	-
FAIR MARKET VALUE ADJUSTMENT	-	(65,712.72)	0.0%	-	(12,218.10)	0.0%	(53,494.62)
TOTAL SPECIALLY ALLOCATED	812,500	112,907.93	13.9%	975,000	576,077.32	59.1%	(53,494.62)
TOTAL REVENUE OVER (UNDER) EXPENDITURES	(493,457)	649,403.75		(465,091)	1,137,705.97		(488,302.22)

* \$728,247.00 was sent to CalPERS to pay-off CARD's June 30, 2016 Asset Gain/Loss Base.
This has caused Salaries and Benefits to have higher expenses in FY 2018/2019 than we have previously had.

CHICO AREA RECREATION AND PARK DISTRICT
REVENUE SUMMARY - GENERAL FUND - FUND 2490
MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
FEE BASED PROGRAM INCOME							
AFTER SCHOOL & CAMP PROGRAMS							
AFTERSCHOOL	1,825,800	1,888,405.71	103.4%	1,591,186	1,713,873.09	107.7%	174,532.62
CAMPS	335,870	242,415.93	72.2%	298,240	200,600.34	67.3%	41,815.59
SUBTOTAL	2,161,670	2,130,821.64	98.6%	1,889,426	1,914,473.43	101.3%	216,348.21
AQUATICS	166,010	90,479.40	54.5%	155,950	132,717.61	85.1%	(42,238.21)
CLASSES							
GENERAL CLASSES	75,000	90,441.94	120.6%	70,000	65,375.84	93.4%	25,066.10
COMMUNITY BAND	1,500	1,550.69	103.4%	1,650	1,747.67	105.9%	(196.98)
SENIOR ADULT CLASSES	44,000	42,884.43	97.5%	43,000	44,693.25	103.9%	(1,808.82)
YOUTH CLASSES	86,400	101,205.61	117.1%	107,500	74,078.24	68.9%	27,127.37
SUBTOTAL	206,900	236,082.67	114.1%	222,150	185,895.00	83.7%	50,187.67
ADULT SPORTS							
VOLLEYBALL & DODGEBALL	51,500	39,431.63	76.6%	49,500	39,032.82	78.9%	398.81
BASKETBALL	35,500	23,409.53	65.9%	34,000	28,982.87	85.2%	(5,573.34)
SOFTBALL	209,200	129,551.08	61.9%	215,300	157,187.55	73.0%	(27,636.47)
SOFTBALL TOURNEYS	-	-	0.0%	6,800	-	0.0%	-
SOCCER	50,000	52,248.65	104.5%	45,000	48,452.77	107.7%	3,795.88
SUBTOTAL	346,200	244,640.89	70.7%	350,600	273,656.01	78.1%	(29,015.12)
NATURE CENTER							
PROGRAM FEE INCOME	314,200	218,435.44	69.5%	248,580	239,645.01	96.4%	(21,209.57)
GRANT FUNDING	-	-	0.0%	239,080	-	0.0%	-
SUBTOTAL	314,200	218,435.44	69.5%	487,660	239,645.01	49.1%	(21,209.57)
OTHER PROGRAMS							
SCHOLARSHIPS	(17,000)	(24,692.17)	145.2%	(17,000)	(20,649.89)	121.5%	(4,042.28)
CO-SPONSORED & MISCELLANEOUS	17,000	12,954.58	76.2%	17,000	12,713.71	74.8%	240.87
SPECIAL EVENTS	9,250	6,633.65	71.7%	7,250	6,639.90	91.6%	(6.25)
SENIOR ADULT PROGRAMS	62,550	42,570.77	68.1%	65,520	47,738.69	72.9%	(5,167.92)
YOUTH SPORTS	212,300	209,686.74	98.8%	215,100	194,914.09	90.6%	14,772.65
SUBTOTAL	284,100	247,153.57	87.0%	287,870	241,356.50	83.8%	5,797.07
TOTAL FEE BASED PROGRAMS	3,479,080	3,167,613.61	91.0%	3,393,656	2,987,743.56	88.0%	179,870.05
OTHER INCOME							
FACILITY RENTAL INCOME	375,000	348,041.48	92.8%	340,091	353,057.63	103.8%	(5,016.15)
REBATES & REIMBURSED COSTS	35,000	52,396.30	149.7%	35,000	20,739.56	59.3%	31,656.74
REIMBURSEMENTS - CITY PARKS	63,829	33,622.05	52.7%	63,829	32,817.74	51.4%	804.31
MISCELLANEOUS	10,000	10,299.30	103.0%	10,000	14,635.20	146.4%	(4,335.90)
ENDOWMENTS	-	-	0.0%	-	-	0.0%	-
DONATIONS	15,500	7,441.25	48.0%	15,000	95,930.37	639.5%	(88,489.12)
TOTAL OTHER INCOME	499,329	451,800.38	90.5%	463,920	517,180.50	111.5%	(65,380.12)
REVENUE FROM OTHER AGENCIES							
RDA PASSTHROUGH	1,090,000	1,282,268.83	117.6%	1,064,000	1,178,202.66	110.7%	104,066.17
INVESTMENT INCOME	40,000	73,844.53	184.6%	40,000	26,027.02	65.1%	47,817.51
TAX INCOME / COUNTY	3,046,000	3,312,497.75	108.7%	2,896,000	3,190,148.44	110.2%	122,349.31
TOTAL REVENUE FROM OTHER AGENCIES	4,176,000	4,668,611.11	111.8%	4,000,000	4,394,378.12	109.9%	274,232.99
TOTAL REVENUE	8,154,409	8,288,025.10	101.6%	7,857,576	7,899,302.18	100.5%	388,722.92

**CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490
MAY 2019**

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
SALARIES							
FULL-TIME SALARIES	2,153,000	2,039,704.37	94.7%	2,036,000	1,782,152.76	87.5%	257,551.61
PART-TIME SALARIES	2,331,193	1,870,317.68	80.2%	2,061,629	1,735,952.35	84.2%	137,994.69
ACCUMULATED LEAVE	13,800	-	0.0%	13,800	-	0.0%	-
INSTRUCTORS	102,100	109,432.47	107.2%	95,241	107,617.79	113.0%	(1,814.68)
SUBTOTAL	4,600,093	4,019,454.52	87.4%	4,206,670	3,625,722.90	86.2%	393,731.62
BENEFITS							
FICA	359,000	300,422.78	83.7%	322,500	270,888.92	84.0%	29,533.86
RETIREMENT	369,000	1,084,144.22	293.8%	375,000	310,066.86	82.7%	774,077.36
RETIREMENT - GASB 68	-	-	0.0%	-	-	0.0%	-
HEALTH INSURANCE	376,000	328,853.47	87.5%	370,000	301,243.21	81.4%	27,610.26
COBRA	-	-	0.0%	-	-	0.0%	-
UNEMPLOYMENT INSURANCE	35,000	18,549.73	53.0%	37,500	20,391.97	54.4%	(1,842.24)
WORKERS COMP INSURANCE	149,000	146,432.96	98.3%	218,000	221,066.42	101.4%	(74,633.46)
ALLOCATION TO OTHER FUNDS	(165,000)	(151,742.14)	92.0%	(140,000)	(133,980.00)	95.7%	(17,762.14)
SUBTOTAL	1,123,000	1,726,661.02	153.8%	1,183,000	989,677.38	83.7%	736,983.64
TOTAL SALARIES AND BENEFITS	5,723,093	5,746,115.54	100.4%	5,389,670	4,615,400.28	85.6%	#####

* \$728,247.00 was sent to CalPERS to pay-off CARD's June 30, 2016 Asset Gain/Loss Base.
This has caused higher expenses for Retirement in FY 2018/2019 than we have previously had.

CHICO AREA RECREATION AND PARK DISTRICT
 SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490
 MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
SERVICES AND SUPPLIES							
ADVERTISING	40,500	18,286.49	45.2%	12,500	5,297.33	42.4%	12,989.16
AGRICULTURE	31,200	20,853.27	66.8%	32,854	19,984.11	60.8%	869.16
CLOTHING	26,400	23,631.27	89.5%	22,000	21,471.81	97.6%	2,159.46
COMMUNICATIONS	51,775	48,078.12	92.9%	50,609	48,081.33	95.0%	(3.21)
HOUSEHOLD SUPPLIES	40,400	36,780.36	91.0%	38,300	34,041.22	88.9%	2,739.14
WORK SERVICE SUPPLIES	2,050	1,469.41	71.7%	-	-	0.0%	1,469.41
INSURANCE	77,000	77,460.62	100.6%	75,000	70,372.32	93.8%	7,088.30
EQUIPMENT REPAIRS	18,000	17,612.74	97.8%	18,000	14,243.68	79.1%	3,369.06
HOUSEHOLD EQUIPMENT	-	-	0.0%	-	-	0.0%	-
FIELD EQUIPMENT	1,750	655.63	37.5%	1,750	2,231.91	127.5%	(1,576.28)
PROGRAM EQUIPMENT	-	484.13	0.0%	750	193.46	25.8%	290.67
VEHICLE MAINTENANCE	12,500	11,753.53	94.0%	12,500	7,789.46	62.3%	3,964.07
POOL SUPPLIES	12,000	13,495.62	112.5%	12,000	8,729.77	72.7%	4,765.85
POOL EQUIPMENT	4,000	2,271.77	56.8%	4,000	1,840.17	46.0%	431.60
STRUCTURE & GROUNDS	87,700	69,191.90	78.9%	74,350	73,907.31	99.4%	(4,715.41)
SHOP SUPPLIES	5,100	5,112.23	100.2%	5,000	4,425.24	88.5%	686.99
VANDALISM	4,100	3,478.49	84.8%	5,800	2,267.89	39.1%	1,210.60
MEDICAL FIRST AID	3,200	2,736.98	85.5%	2,800	2,823.33	100.8%	(86.35)
MEMBERSHIP/PERIODICALS	18,500	17,942.75	97.0%	16,400	16,577.25	101.1%	1,365.50
OFFICE SUPPLIES	26,150	21,612.66	82.6%	26,575	20,362.56	76.6%	1,250.10
CONTRACT SERVICES	860,788	784,203.78	91.1%	745,985	596,003.09	79.9%	188,200.69
PUBS/LEGAL NOTICES	24,000	16,054.05	66.9%	21,000	19,028.05	90.6%	(2,974.00)
RENT/LEASE EQUIPMENT	5,400	2,190.03	40.6%	2,750	1,811.51	65.9%	378.52
RENT/LEASE STRUCTURES	3,200	2,400.00	75.0%	3,200	2,400.00	75.0%	-
SMALL TOOLS	3,500	1,671.38	47.8%	3,000	1,484.36	49.5%	187.02
EDUCATION & TRAINING	4,000	443.42	11.1%	5,000	1,291.36	25.8%	(847.94)
* DISTRICT OFFICE SPECIAL EXP	9,000	9,655.31	107.3%	9,000	7,338.07	81.5%	2,317.24
PROGRAM SUPPLIES	224,740	158,454.60	70.5%	204,046	166,908.81	81.8%	(8,454.21)
DISTRICT OFFICE MEETING EXP	5,000	1,928.69	38.6%	6,500	1,310.90	20.2%	617.79
MILEAGE	37,300	29,243.46	78.4%	31,500	32,508.20	103.2%	(3,264.74)
PROGRAM TRANSPORTATION	3,140	735.65	23.4%	3,100	1,255.70	40.5%	(520.05)
DIST OFFICE BOARD MTG EXP	10,000	8,176.11	81.8%	10,000	7,496.82	75.0%	679.29
USE TAX	1,500	1,752.40	116.8%	1,200	1,408.67	117.4%	343.73
CONFERENCES	23,000	15,466.92	67.2%	23,100	15,617.18	67.6%	(150.26)
SUBTOTAL	1,676,893	1,425,283.77	85.0%	1,480,569	1,210,502.87	81.8%	214,780.90
UTILITIES							
WATER	76,625	61,565.41	80.3%	68,675	60,218.41	87.7%	1,347.00
ELECTRICITY	261,400	222,723.57	85.2%	223,350	225,082.96	100.8%	(2,359.39)
GAS	50,450	50,327.21	99.8%	44,550	44,830.43	100.6%	5,496.78
SEWER	5,900	4,504.41	76.3%	7,600	5,053.17	66.5%	(548.76)
SUBTOTAL	394,375	339,120.60	86.0%	344,175	335,184.97	97.4%	3,935.63
TOTAL SERVICE & SUPPLY	2,071,268	1,764,404.37	85.2%	1,824,744	1,545,687.84	84.7%	218,716.53

* Camp Fire Expenses are coded in District Office Special Expense. This will cause us to go over budget in this area in the current Fiscal Year.
 Without the Camp Fire Expenses, we would be at \$4,832.87, or 53.7% of Budget.

**CHICO AREA RECREATION AND PARK DISTRICT
SUMMARY OF REVENUES AND EXPENDITURES - NATURE CENTER
MAY 2019**

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
INCOME							
GENERAL PROGRAM INCOME	-	-	0.0%	7,000	6,892.00	98.5%	(6,892.00)
GENERAL ADMISSION	3,500	2,898.00	82.8%	2,500	3,408.00	136.3%	(510.00)
HOME SCHOOL	3,200	3,105.00	97.0%	10,830	13,050.00	120.5%	(9,945.00)
FIELD TRIPS	25,000	13,370.00	53.5%	21,000	19,103.00	91.0%	(5,733.00)
CAMPS	200,000	144,472.28	72.2%	158,650	131,967.40	83.2%	12,504.88
PRESCHOOL	50,000	42,186.66	84.4%	17,100	33,549.91	196.2%	8,636.75
TEACHER WORKSHOPS	1,500	1,587.00	105.8%	2,500	4,840.00	193.6%	(3,253.00)
SPECIAL EVENTS	20,000	2,316.50	11.6%	21,000	18,876.25	89.9%	(16,559.75)
MEMBERSHIPS	2,000	735.00	36.8%	2,000	1,373.45	68.7%	(638.45)
FACILITY RENTALS	2,000	1,890.00	94.5%	2,500	255.00	10.2%	1,635.00
PARTY RENTALS	9,000	7,765.00	86.3%	6,000	6,585.00	109.8%	1,180.00
CAL NAT	8,650	-	0.0%	-	-	0.0%	-
GRANTS	-	-	0.0%	-	-	0.0%	-
ENDOWMENT	-	-	0.0%	-	-	0.0%	-
FUNDRAISING (DONATIONS)	14,500	6,900.00	47.6%	14,000	15,343.18	109.6%	(8,443.18)
TOTAL INCOME	339,350	227,225.44	67.0%	265,080	255,243.19	96.3%	(28,017.75)
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	272,100	192,557.10	70.8%	214,376	166,136.45	77.5%	26,420.65
SERVICES AND SUPPLIES							
ADVERTISING	500	498.00	99.6%	500	500.00	100.0%	(2.00)
COMMUNICATIONS	2,600	2,485.02	95.6%	1,800	2,436.27	135.3%	48.75
HOUSEHOLD SUPPLIES	2,500	2,100.01	84.0%	2,500	2,217.32	88.7%	(117.31)
INSURANCE	1,000	-	0.0%	1,200	-	0.0%	-
STRUCTURES & GROUNDS	4,500	1,847.76	41.1%	4,500	3,523.69	78.3%	(1,675.93)
OFFICE SUPPLIES	3,100	3,314.15	106.9%	3,275	3,302.74	100.8%	11.41
CLOTHING	7,000	4,576.51	65.4%	-	-	0.0%	-
CONTRACT SERVICES	5,500	2,631.75	47.9%	1,500	5,304.39	353.6%	(2,672.64)
RENT/LEASE STRUCTURES	3,200	2,400.00	75.0%	3,200	2,400.00	75.0%	-
PROGRAM SUPPLIES	28,000	22,275.27	79.6%	19,575	30,917.57	157.9%	(8,642.30)
MILEAGE	300	172.39	57.5%	500	136.38	27.3%	36.01
CONFERENCES	500	271.86	54.4%	600	528.91	88.2%	(257.05)
ELECTRIC	7,200	7,525.06	104.5%	7,500	6,285.53	83.8%	1,239.53
GAS	2,600	2,424.25	93.2%	1,900	2,469.42	130.0%	(45.17)
SUBTOTAL	68,500	52,522.03	76.7%	48,550	60,022.22	123.6%	(12,076.70)
EQUIPMENT/SOFTWARE	500	489	97.7%	500	571	114.3%	(82.69)
TOTAL OPERATING EXPENDITURES	341,100	245,567.75	72.0%	263,426	226,729.98	86.1%	14,261.26
TOTAL INCOME OVER (UNDER) EXPENDITURES	(1,750)	(18,342.31)		1,654	28,513.21		(42,279.01)

* Revenue should increase once Endowment payment is received and June summer camp revenue has been recognized.

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PARK FUND - FUND 2480
MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
INCOME							
PARK IMPACT FEES	85,000	78,375.00	92.2%	59,375	78,375.00	132.0%	-
INTEREST INCOME	325	1,784.64	549.1%	325	(6,535.66)	-2011.0%	8,320.30
FAIR MARKET VALUE ADJUSTMENT	-	1,239.14	0.0%	-	54.95	0.0%	1,184.19
TOTAL INCOME	85,325	81,398.78	95.4%	59,700	71,894.29	120.4%	9,504.49
NOTES PAYABLE / LEASE PYMTS	-	-	0.0%	80,935	-	0.0%	-
TOTAL INCOME OVER (UNDER) EXPENDITURES	85,325	81,398.78		(21,235)	71,894.29		9,504.49

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - OAK WAY - FUND 2495
MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
INCOME							
ASSESSMENTS	21,892	21,476.00	98.1%	60,966	59,423.30	97.5%	(37,947.30)
INTEREST	-	311.99	0.0%	-	148.62	0.0%	163.37
FAIR MARKET VALUE ADJUSTMENT	-	210.26	0.0%	-	51.15	0.0%	159.11
TOTAL INCOME	21,892	21,998.25	100.5%	60,966	59,623.07	97.8%	(37,624.82)
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	52,661	48,272.84	91.7%	46,656	42,768.33	91.7%	5,504.51
SERVICES AND SUPPLIES							
AGRICULTURE	1,800	773.66	43.0%	1,842	718.58	39.0%	55.08
HOUSEHOLD SUPPLIES	2,500	1,459.88	58.4%	1,200	2,296.84	191.4%	(836.96)
STRUCTURES & GROUNDS	4,500	2,338.27	52.0%	4,556	3,133.98	68.8%	(795.71)
VANDALISM	100	-	0.0%	100	-	0.0%	-
EQUIPMENT RENTS	-	115.25	0.0%	350	-	0.0%	115.25
CONTRACT SERVICES	6,000	6,717.33	112.0%	4,680	5,925.73	126.6%	791.60
WATER	1,500	1,258.69	83.9%	1,500	1,259.77	84.0%	(1.08)
ELECTRIC	3,300	2,230.72	67.6%	3,300	1,911.19	57.9%	319.53
SUBTOTAL	19,700	14,893.80	75.6%	17,528	15,246.09	87.0%	(352.29)
TOTAL OPERATING EXPENDITURES	72,361	63,166.64	87.3%	64,184	58,014.42	90.4%	5,152.22
TOTAL INCOME OVER (UNDER) EXPENDITURES	(50,469)	(41,168.39)		(3,218)	1,608.65		(42,777.04)

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PETERSON PARK - FUND 2497
MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
INCOME							
ASSESSMENTS	42,560	41,467.90	97.4%	42,560	41,572.60	97.7%	(104.70)
INTEREST	275	447.82	162.8%	275	202.26	73.5%	245.56
FAIR MARKET VALUE ADJUSTMENT	-	276.52	0.0%	-	72.25	0.0%	204.27
TOTAL INCOME	42,835	42,192.24	98.5%	42,835	41,847.11	97.7%	345.13
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	30,107	27,598.23	91.7%	26,424	24,221.67	91.7%	3,376.56
SERVICES AND SUPPLIES							
AGRICULTURE	1,850	859.43	46.5%	2,165	895.02	41.3%	(35.59)
HOUSEHOLD SUPPLIES	-	-	0.0%	-	-	0.0%	-
STRUCTURES & GROUNDS	2,500	2,479.21	99.2%	2,500	1,014.00	40.6%	1,465.21
VANDALISM	100	228.30	228.3%	100	-	0.0%	228.30
EQUIPMENT RENTS	-	-	0.0%	-	-	0.0%	-
SMALL TOOLS	-	-	0.0%	-	-	0.0%	-
CONTRACT SERVICES	4,000	3,867.03	96.7%	2,500	3,798.45	151.9%	68.58
WATER	16,000	12,911.75	80.7%	14,000	13,953.18	99.7%	(1,041.43)
ELECTRIC	300	146.89	49.0%	300	145.25	48.4%	1.64
SUBTOTAL	24,750	20,492.61	82.8%	21,565	19,805.90	91.8%	686.71
OPERATING EXPENDITURES	54,857	48,090.84	87.7%	47,989	44,027.57	91.7%	4,063.27
TOTAL INCOME OVER (UNDER) EXPENDITURES	(12,022)	(5,898.60)		(5,154)	(2,180.46)		(3,718.14)

CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - BARONI PARK - FUND 2498
MAY 2019

	2018-2019 BUDGET	2018-2019 YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 YTD	2017-2018 % BUDGET	DIFF. BY YEAR
INCOME							
ASSESSMENTS	71,719	70,421.69	98.2%	65,039	64,389.12	99.0%	6,032.57
INTEREST	300	1,208.81	402.9%	300	436.56	145.5%	772.25
FAIR MARKET VALUE ADJUSTMENT	-	828.10	0.0%	-	158.13	0.0%	669.97
TOTAL INCOME	72,019	72,458.60	100.6%	65,339	64,983.81	99.5%	7,474.79
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	52,661	48,272.84	91.7%	46,656	42,768.33	91.7%	5,504.51
SERVICES AND SUPPLIES							
AGRICULTURE	1,083	449.38	41.5%	1,083	484.76	44.8%	(35.38)
HOUSEHOLD SUPPLIES	-	-	0.0%	-	-	0.0%	-
STRUCTURES & GROUNDS	1,000	2,080.63	208.1%	1,000	680.98	68.1%	1,399.65
VANDALISM	100	-	0.0%	550	-	0.0%	-
EQUIPMENT RENTS	-	-	0.0%	-	-	0.0%	-
CONTRACT SERVICES	4,000	3,867.03	96.7%	2,500	3,798.46	151.9%	68.57
WATER	8,050	7,649.04	95.0%	8,050	6,987.68	86.8%	661.36
ELECTRIC	200	-	0.0%	200	-	0.0%	-
SUBTOTAL	14,433	14,046.08	97.3%	13,383	11,951.88	89.3%	2,094.20
TOTAL OPERATING EXPENDITURES	67,094	62,318.92	92.9%	60,039	54,720.21	91.1%	7,598.71
TOTAL INCOME OVER (UNDER) EXPENDITURES	4,925	10,139.68		5,300	10,263.60		(123.92)

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

Accounts Payable Check Register

May 2019

Salary & Benefits	46.90
Service & Supply	100,619.73
Contributions to other Agency	-
Principal Repayment	-
Interest Expense	-
Fixed Assets	9,874.67
TOTAL	110,541.30

Check #'s 072500-072555

Approved by the Board of Directors

June 20, 2019

Michael Worley
Board Chair

Ann Willmann
General Manager

CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 June 11, 2019

 EMAILED
 6/12/19 JB

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
06/11/2019	072500	GEMALTO COGENT, INC.	\$ 46.90	510000
06/11/2019	072501	A&J PARTY CENTER	\$ 208.49	520000
06/11/2019	072502	ADVANCED ELECTRIC & SOUND	\$ 660.00	520000
06/11/2019	072503	AIRGAS USA, LLC	\$ 166.02	520000
06/11/2019	072504	AMANDA JEAN	\$ 38.43	520000
06/11/2019	072505	ARMED GUARD PRIVATE SECURITY INC	\$ 14,407.50	520000
06/11/2019	072506	AT&T	\$ 931.92	520000
06/11/2019	072507	BIDWELL WRESTLING ACADEMY	\$ 1,700.00	520000
06/11/2019	072508	C&M AUTOMOTIVE	\$ 298.50	520000
06/11/2019	072509	CHICO AREA RECREATION & PARK DISTRICT	\$ 21,588.17	520000
06/11/2019	072510	CHICO AREA RECREATION & PARK DISTRICT	\$ 21,425.26	520000
06/11/2019	072511	CHICO CREEK DANCE CENTRE	\$ 481.60	520000
06/11/2019	072512	CHICO POWER EQUIPMENT INC	\$ 1,451.36	520000
06/11/2019	072513	CHICO PRINCESS PARTIES, LLC	\$ 459.00	520000
06/11/2019	072514	CHICO ROTARY CLUB	\$ 395.00	520000
06/11/2019	072515	CHICO SPORTS CLUB	\$ 87.50	520000
06/11/2019	072516	COLLIER HARDWARE	\$ 211.13	520000
06/11/2019	072517	COMMERCIAL TIRE WAREHOUSE	\$ 262.48	520000
06/11/2019	072518	EAGLE SECURITY SYSTEMS	\$ 70.00	520000
06/11/2019	072519	EWING IRRIGATION PRODUCTS, INC.	\$ 220.75	520000
06/11/2019	072520	FERGUSON ENTERPRISES, INC #686	\$ 152.24	520000
06/11/2019	072521	HOLIDAY POOLS & SPAS	\$ 598.29	520000
06/11/2019	072522	HOME DEPOT CREDIT SERVICES	\$ 91.38	520000
06/11/2019	072523	HUNTERS SERVICES, INC.	\$ 371.00	520000
06/11/2019	072524	INDUSTRIAL POWER PRODUCTS	\$ 575.77	520000
06/11/2019	072525	J.C. NELSON SUPPLY CO	\$ 11,964.73	520000/560000
06/11/2019	072526	JOHNNY ON THE SPOT PORTABLE TOILETS	\$ 549.35	520000
06/11/2019	072527	LASH'S GLASS	\$ 111.54	520000
06/11/2019	072528	LIMEY TEES	\$ 937.56	520000
06/11/2019	072529	LINCOLN AQUATICS	\$ 2,239.83	520000
06/11/2019	072530	LOCKSMITHING ENTERPRISES	\$ 305.66	520000
06/11/2019	072531	LOWE'S	\$ 400.76	520000
06/11/2019	072532	MARGARET BRUNELLE	\$ 66.50	520000
06/11/2019	072533	MEEKS BUILDING CENTER	\$ 168.08	520000
06/11/2019	072534	MISSION LINEN & UNIFORM	\$ 214.21	520000
06/11/2019	072535	MISSION LINEN & UNIFORM	\$ 2,413.34	520000
06/11/2019	072536	NORMAC INC.	\$ 467.50	520000
06/11/2019	072537	NORTH STATE DOG TRAINING	\$ 798.00	520000
06/11/2019	072538	NORTH VALLEY TREE SERVICE, INC.	\$ 5,500.00	560000
06/11/2019	072539	NORTHGATE PETROLEUM COMPANY	\$ 865.16	520000
06/11/2019	072540	O'REILLY AUTOMOTIVE STORES, INC.	\$ 153.95	520000
06/11/2019	072541	OFFICE DEPOT	\$ 1,155.12	520000
06/11/2019	072542	PLATT ELECTRIC SUPPLY, INC.	\$ 221.45	520000
06/11/2019	072543	PLAY-WELL TEKNOLOGIES	\$ 880.00	520000
06/11/2019	072544	RAY MORGAN COMPANY	\$ 2,013.00	520000
06/11/2019	072545	RECOLOGY BUTTE COLUSA COUNTIES	\$ 3,528.29	520000
06/11/2019	072546	SAVE MART SUPERMARKET	\$ 93.11	520000
06/11/2019	072547	SHERWIN-WILLIAMS CO.	\$ 532.49	520000
06/11/2019	072548	THATCHER COMPANY	\$ 3,901.23	520000
06/11/2019	072549	THRIFTY ROOTER	\$ 300.09	520000

CHICO AREA RECREATION AND PARK DISTRICT
545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
June 11, 2019

CHECK REGISTER **FUND 2490 FY 18/19**

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
06/11/2019	072550	TURF STAR INC.	\$ 347.87	520000
06/11/2019	072551	VALLEY TRUCK & TRACTOR CO.	\$ 1,160.37	520000
06/11/2019	072552	VALLEY-WIDE FASTENERS	\$ 14.56	520000
06/11/2019	072553	WAL-MART COMMUNITY	\$ 167.55	520000
06/11/2019	072554	WASTE MANAGEMENT	\$ 421.31	520000
06/11/2019	072555	WORK TRAINING CENTER	\$ 1,750.00	520000

Total of Register

\$ 110,541.30


Arjn Willmann

General Manager

OR

Salary & Benefits	\$ 46.90	Acct 510000
Service & Supply	\$ 100,619.73	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ 9,874.67	Acct 560000
Total	<u><u>\$ 110,541.30</u></u>	

Parks & Recreation Director

Prepared by JB

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

Manual Accounts Payable Check Register

May 2019

Salary & Benefits	42,674.56
Salary & Benefits-ACH Payroll Tax Transfer	85,117.73
Salary & Benefits-ACH CalPERS	44,486.30
Service & Supply	84,937.59
Fixed Assets	-
Contingency to other Agency	-
Principal Repayment	-
Interest Expense	-
TOTAL	257,216.18

Check #'s 072359-072364
 072438-072490

Approved by the Board of Directors

June 20, 2019

Michael Worley
Board Chair

Ann Willmann
General Manager

Agenda Item 11


CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 May 6, 2019

 **EMAILED**
 5/7/19 JB

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
05/06/2019	072359	CHICO U LOCK IT	\$ 870.00	520000
05/06/2019	072360	CLIFFORD MOSS LLC	\$ 6,000.00	520000
05/06/2019	072361	GRAPHIC FOX, INK	\$ 139.52	520000
05/06/2019	072362	KATI CRANE	\$ 41.00	520000
05/06/2019	072363	MIRO VUJIC	\$ 210.00	520000
05/06/2019	072364	WASTE MANAGEMENT	\$ 360.01	520000

Total of Register \$ 7,620.53



Ann Willmann
 General Manager

OR

Salary & Benefits	\$ -	Acct 510000
Service & Supply	\$ 7,620.53	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
Total	\$ 7,620.53	


Terry A. Zeller
 Parks & Recreation Director

OR

Michelle Niven
 Human Resources Manager

Prepared by JB

CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 May 9, 2019

 **EMAILED**
 5/9/19 JB

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
05/09/2019	072438	BANNER BANK	\$ 2,039.59	510000
05/09/2019	072439	DEPT. OF JUSTICE	\$ 896.00	510000
05/09/2019	072440	DOMINIC GUGLIELMO	\$ 108.47	510000
05/09/2019	072441	TARA TUOHY	\$ 52.07	510000
05/09/2019	072442	CARTER LAW OFFICES	\$ 1,822.50	520000
05/09/2019	072443	DE SOTO SALES, INC.	\$ 553.41	520000
05/09/2019	072444	THATCHER COMPANY	\$ 3,187.48	520000

Total of Register \$ 8,659.52


 Ann Willmann
 General Manager

Salary & Benefits	\$ 3,096.13	Acct 510000
Service & Supply	\$ 5,563.39	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
Total	\$ 8,659.52	

OR

 Terry A. Zeller
 Parks & Recreation Director

OR



 Michelle Niven
 Human Resources Manager

Prepared by JB

CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 May 15, 2019

EMAILED
 5/15/19 JB

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
05/15/2019	072445	BUTTE COUNTY SHERIFF'S OFFICE	\$ 50.00	510000
05/15/2019	072446	CA STATE DISBURSEMENT UNIT	\$ 114.69	510000
05/15/2019	072447	CA STATE DISBURSEMENT UNIT	\$ 23.07	510000
05/15/2019	072448	COURT-ORDERED DEBT COLLECTIONS	\$ 42.58	510000
05/15/2019	072449	IUOE LOCAL 39	\$ 450.34	510000
05/15/2019	072450	AARP DRIVERS SAFETY PROGRAM	\$ 120.00	520000
05/15/2019	072451	AIRGAS USA, LLC	\$ 160.05	520000
05/15/2019	072452	ALAN EADY	\$ 360.00	520000
05/15/2019	072453	BUS-MAN'S HOLIDAY TOURS	\$ 1,275.00	520000
05/15/2019	072454	CHARLIE ROBINSON	\$ 280.00	520000
05/15/2019	072455	CHICO UNIFIED SCHOOL DISTRICT	\$ 1,899.95	520000
05/15/2019	072456	CITY OF CHICO	\$ 286.00	520000
05/15/2019	072457	COMCAST	\$ 1,422.00	520000
05/15/2019	072458	EWING IRRIGATION PRODUCTS, INC.	\$ 144.57	520000
05/15/2019	072459	GOLDEN EMPIRE COUNCIL	\$ 350.00	520000
05/15/2019	072460	HEATHER CHILDS	\$ 398.50	520000
05/15/2019	072461	KATI CRANE	\$ 12.00	520000
05/15/2019	072462	TRITES BACKFLOW SERVICES INC	\$ 560.00	520000

Total of Register

\$ 7,948.75


 Ann Willmann

General Manager

OR

Salary & Benefits	\$ 680.68	Acct 510000
Service & Supply	\$ 7,268.07	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
Total	\$ 7,948.75	

Parks & Recreation Director

OR

Michelle Niven
 Human Resources Manager

Prepared by JB

CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 May 23, 2019



EMAILED
 5/23/19 JB

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
05/23/2019	072463	BANNER BANK	\$ 2,039.59	510000
05/23/2019	072464	BLUE SHIELD OF CALIFORNIA	\$ 21,649.63	510000
05/23/2019	072465	EMPLOYMENT DEVELOPMENT DEPT	\$ 9,987.74	510000
05/23/2019	072466	ENLOE MEDICAL CENTER	\$ 532.00	510000
05/23/2019	072467	HUMANA INSURANCE CO	\$ 3,108.47	510000
05/23/2019	072468	MEDICAL EYE SERVICES	\$ 447.45	510000
05/23/2019	072469	SEIU LOCAL 1021	\$ 572.77	510000
05/23/2019	072470	ARMED GUARD PRIVATE SECURITY INC	\$ 7,599.00	520000
05/23/2019	072471	KRONOS SAASHR, INC	\$ 4,844.63	520000
05/23/2019	072472	NORCAL TURF TECH AND REELS	\$ 1,001.96	520000
05/23/2019	072473	ROOTS CATERING	\$ 965.25	520000
05/23/2019	072474	STREAMLINE	\$ 300.00	520000
05/23/2019	072475	VALLEY-WIDE FASTENERS	\$ 13.51	520000

Total of Register

\$ 53,062.00

Ann Willmann
 General Manager

OR

Salary & Benefits	\$ 38,337.65	Acct 510000
Service & Supply	\$ 14,724.35	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
Total	\$ 53,062.00	

Parks & Recreation Director

OR

Michelle Niven
 Human Resources Manager

Prepared by JB

CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 May 30, 2019

 **EMAILED**
 5/30/19 JB

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
05/30/2019	072476	AFLAC	\$ 495.10	510000
05/30/2019	072477	CALIFORNIA STATE UNIVERSITY, CHICO	\$ 40.00	510000
05/30/2019	072478	MIKA POPOVIC	\$ 25.00	510000
05/30/2019	072479	BUS-MAN'S HOLIDAY TOURS	\$ 400.00	520000
05/30/2019	072480	CATHY'S SEWING MACHINE & VACUUM	\$ 334.60	520000
05/30/2019	072481	CHEMSEARCH	\$ 262.39	520000
05/30/2019	072482	COMCAST	\$ 443.67	520000
05/30/2019	072483	DRAGON GRAPHICS	\$ 3,791.54	520000
05/30/2019	072484	JASON ALEXANDER MILLER	\$ 6,025.00	520000
05/30/2019	072485	MIRO VUJIC	\$ 210.00	520000
05/30/2019	072486	PACIFIC GAS AND ELECTRIC	\$ 27,963.90	520000
05/30/2019	072487	ZEE MEDICAL COMPANY	\$ 163.32	520000

Total of Register

\$ 40,154.52


 Amy Willmann

General Manager

OR

Salary & Benefits	\$ 560.10	Acct 510000
Service & Supply	\$ 39,594.42	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
Total	<u><u>\$ 40,154.52</u></u>	

Parks & Recreation Director

OR

Michelle Niven
 Human Resources Manager

Prepared by JB

CHICO AREA RECREATION AND PARK DISTRICT
 545 Vallombrosa Ave. Chico, CA 95926 (530) 895-4711
 May 31, 2019

 **EMAILED**
 JB 5/31/19

CHECK REGISTER FUND 2490 FY 18/19

<u>Date</u>	<u>Ck. Num.</u>	<u>Payee</u>	<u>Amount</u>	<u>Account</u>
05/31/2019	072488	CALIFORNIA WATER SERVICE	\$ 7,803.54	520000
05/31/2019	072489	SEAN MIDDLEBROOK	\$ 230.58	520000
05/31/2019	072490	VERIZON WIRELESS	\$ 2,132.71	520000

Total of Register

\$ 10,166.83


 Ann Willmann
 General Manager

OR

Salary & Benefits	\$ -	Acct 510000
Service & Supply	\$ 10,166.83	Acct 520000
Cont. to Other Agencies	\$ -	Acct 557000
Principal Repayment	\$ -	Acct 552000
Interest Expense	\$ -	Acct 553000
Fixed Asset	\$ -	Acct 560000
Total	\$ 10,166.83	

 Parks & Recreation Director

OR

 Michelle Niven
 Human Resources Manager

Prepared by JB

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

Payroll Check Register

May 2019

PPE	Pay Date	Checks	Amount
5/3/2019	5/10/2019	117707-117743	12,154.19
5/3/2019 ACH	4/12/2019	Direct Deposit	134,370.95
5/17/2019	5/13/2019	117744	318.75
5/16/2019	5/16/2019	117745-117746	227.99
5/16/2019	5/16/2019	Direct Deposit	365.02
5/17/2019 ACH	5/24/2019	Direct Deposit	130,516.22
4/19/2019	5/24/2019	117747-1177811	10,149.62
5/28/2019	5/28/2019	117705	1,298.68
Total			289,401.42

Approved by the Board of Directors

June 20, 2019

Michael Worley
Board Chair

Ann Willmann
General Manager

Agenda Item 11

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

Refund Check Register

May 2019

Service & Supply-Refund Checks 7,345.31

TOTAL 7,345.31

Check #'s

028443-028453	3,216.00
028454-028461	VOID
028462-028468	2,129.31
028469-028472	2,000.00

Active Network Credit Card Refunds 18,382.00

Approved by the Board of Directors

June 20, 2019

Michael Worley
Board Chair

Ann Willmann
General Manager

Agenda Item 11

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

Revenue

May 2019


Net Revenue

Rents	56,912.72
Reimbursements	15,912.26
Misc.	2,612.54
Fees	295,532.91
 Sub Total	 370,970.43
 Other Income	 -
Donations	52.25
 RDA Pass Through	 -
Sale of Surplus Assets	-
City of Chico Reimbursements	-
Baroni Park	-
Prop 12 Funding	-
Pro Rata Share	-
Grant Revenue	-
 Fund 2480 Trust Obligations	 2,375.00
 Fund 2486 Chico Rotary/CARD	 -
 TOTAL	 373,397.68

Approved by the Board of Directors

June 20, 2019

Michael Worley
Board Chair



Ann Willmann
General Manager

Agenda Item 11

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

Previously submitted check #028473 dated June 11, 2019 in the amount of \$373,397.68

not updated

May 2019

FUND 2490

4530106	RDA Pass Through	-	-
4600001	Rent	56,912.72	
	Fees	295,532.91	352,445.63
4700001	Misc.	2,612.54	
	Rebates/Reimbursements	15,912.26	
	City of Chico Reimbursements	-	
	Baroni Park	-	
	Pro Rata Share	-	
	Other Income	-	
	Donations	52.25	
	Grant Revenue	-	18,577.05
	FUND 2490 total		371,022.68

FUND 2480

280	Trust Obligations	2,375.00
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FUND 2483

4616250	Prop 12 Grant Fund	-
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FUND 2486

4700001	Chico Rotary/CARD	-
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Checks Total

373,397.68



 Ann Willmann
 General Manager

COUNTY OF BUTTE
AUDITORS CERTIFICATE AND TREASURER'S RECEIPT
OROVILLE, CA 95965

RECEIVED FROM: CARD
CONTACT #: (530) 895-4711

ATR NUMBER:	
DEPT. ID #	
DATE:	<u>6/11/2019</u>
BAG #:	

DESCRIPTION	RCVBLE NUMBER:	FUND/CHARGE CODE	ACCOUNT CODE	PROJECT CODE	AMOUNT
-------------	----------------	------------------	--------------	--------------	--------

CARD-Charges for Service (Rent, Concessions, Fees)		24900000	462005		\$ 352,445.63
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CARD-Miscellaneous Revenue (Misc, Rebates, Other Income,		24900000	473000		\$ 18,577.05
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CARD-Park Fees Trust Obligations		2480	280		\$ 2,375.00
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CARD-Rotary Foundation Trust Miscellaneous Revenue		24860000	473000		\$ -
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[Signature]

CARD-General Manager not updated

Check #:	028473
Check Date:	06/11/19
Amount:	\$ 373,397.68

TOTAL	\$ 373,397.68
-------	---------------

Special Notes:	
APPROVED BY AUDITOR-CONTROLLER:	RECEIVED BY TREASURER:

CHECK NO.	CHECK DATE	VENDOR NO.
28473	06/11/2019	124000



CHECK NO. 028473

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

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

CHECK AMOUNT

Three hundred seventy-three thousand three hundred ninety-seven and 68/100

\$ 373,397.68

REFUND CHECK

PAY TO THE ORDER OF BUTTE COUNTY TREASURER
25 COUNTY CENTER DR STE 120
OROVILLE CA 95965

VOID 6 MONTHS FROM DATE OF ISSUE

[Signature]
AUTHORIZED SIGNATURE



Chico Area Recreation and Park District "Helping People Play"

**Staff Report 19-28
Agenda Item 7.1**

STAFF REPORT

DATE: June 20, 2019
TO: Board of Directors
FROM: Ann Willmann, General Manager
SUBJECT: PUBLIC HEARING FOR THE BUDGET FOR FISCAL YEAR 2019-2020

DISCUSSION:

In accordance with the requirements of the California Public Resources Code §5788.1, legal notice of the required public hearing for the Budget for Fiscal Year 2019/2020 has been published.

The District's budget for the 2019/2020 Fiscal Year reflects the combined efforts of Staff, the Division Managers, the General Manager, and the Board of Directors. On July 18, 2019, the attached proposed Resolution 19-9 adopting the final budget for the 2019/2020 fiscal year will be presented to the Board for adoption.

By _____
Ann Willmann
General Manager



CHICO AREA RECREATION AND PARK DISTRICT

545 VALLOMBROSA AVE, CHICO, CA 95926
PHONE (530) 895-4711 FAX (530) 895-4721

RESOLUTION 19-9

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT ADOPTING THE FINAL BUDGET FOR THE 2019-2020 FISCAL YEAR

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Chico Area Recreation and Park District adopts the Final Budget for the 2019-2020 Fiscal Year.

BE IT FURTHER RESOLVED that the General Manager is authorized and directed to adjust the Final Budget as necessary to accommodate changes resulting from decisions made by the California State Legislature and approved by the Governor and/or resulting from determinations made by the Butte County Board of Supervisors and/or others that dictate adjustments be made to the Final Budget during the 2019-2020 Fiscal Year.

Passed and adopted by the Board of Directors of the Chico Area Recreation and Park District at its Regular Meeting on July 18, 2019, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Michael Worley
Board Chair

Ann Willmann
Secretary to the Board



**2019-2020
PRELIMINARY BUDGET**

6/20/2019

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2019-2020
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June 20, 2019

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

RE: 2019-2020 Preliminary Budget Letter of Transmittal

Dear Directors:

Staff is pleased to present the 2019-2020 Version 2 Budget for the Chico Area Recreation and Park District (CARD). The attached budget reflects the collaborative efforts of staff and the Board. This provides a framework for the operations of the District for the coming year.

The Budget includes the following items of interest:

- The General Fund budget is balanced using projected operating revenues and provides current year funds of \$165,719 towards capital projects.
- Capital projects are currently budgeted at \$1,178,000.
- Fund balance has been estimated to be \$1,426,584 of which \$1,012,281 will be used to complete the 2019/20 fiscal year capital projects.
- We have budgeted \$92,000 for a possible election.
- FT Staff that are Classic PERS members will increase their employee contribution. Management and Supervisors will contribute 8% and Parks & Unrepresented will contribute 5.5%.
- The CalPERS Unfunded Liability payment has been budgeted at \$261,748.00. This is the District's plan established at the March 21, 2019 meeting.
- The District is Debt Free, therefore the Notes Payable - Lease Payments Summary has been removed from the budget.
- Due to many unknown factors, the Property Tax Backfill from the State has not been accounted for in the budget. We have set up an account so it can be tracked separately from other Property Tax revenue.

Thank you to staff and the Board for their assistance in this important process.
Respectfully submitted,

Ann Willmann
General Manager

**CHICO AREA RECREATION AND PARK DISTRICT
 BUDGET CALENDAR
 PRELIMINARY BUDGET: 2019-2020**



<u>DATE</u>	<u>BOARD MEETING</u>	<u>AGENDA</u>
December 20, 2018	Regular	Adopt Budget Calendar
February 19, 2019	Special	Budget Planning and Park Tour 9:00 a.m.
March 22, 2019	N/A	Staff Budgets submitted to Business Office
May 16, 2019	Regular	Budget Presentation and Adopt Preliminary Budget
June 20, 2019	Regular	Public Hearing on the Preliminary Budget
July 18, 2019	Regular	Adopt Final Budget
August 19, 2019	N/A	Submit Final Budget to Auditor-Controller

CHICO AREA RECREATION AND PARK DISTRICT
 BUDGET SUMMARY - ALL FUNDS
 PRELIMINARY BUDGET: 2019-2020



	GENERAL FUND	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	MEMORANDUM TOTALS ONLY
REVENUE						
FEE BASED PROGRAM INCOME	3,688,144					3,688,144
OTHER INCOME & FACILITY RENTALS	550,988					550,988
RDA PASSTHROUGH	1,250,000					1,250,000
INVESTMENT INCOME	70,000	1,500	300	400	1,000	73,200
TAX INCOME / COUNTY	3,159,000					3,159,000
PARK IMPACT FEES		80,000				80,000
ASSESSMENTS			23,164	42,490	83,227	148,881
TOTAL REVENUE	8,718,132	81,500	23,464	42,890	84,227	8,950,213
OPERATING EXPENDITURES						
SALARIES AND BENEFITS	6,251,065		61,227	39,340	61,227	6,412,859
SERVICES AND SUPPLIES	2,260,348		20,200	25,750	17,000	2,323,298
CONTRIB. TO OTHER AGENCIES	15,000					15,000
CONTINGENCIES	25,000					25,000
NOTES PAYABLE / LEASE PYMTS	1,000	-				1,000
TOTAL OPERATING EXPENDITURES	8,552,413	-	81,427	65,090	78,227	8,777,157
NET INCOME (LOSS) FROM OPERATIONS	165,719	81,500	(57,963)	(22,200)	6,000	173,056
ALLOCATIONS AND FUND BALANCE ACTIVITY						
ALLOCATION TO CAPITAL PROJECTS	(165,719)	-	-	-	-	(165,719)
RESTRICTED	-	-	-	-	-	-
	(165,719)	-	-	-	-	(165,719)
NET ACTIVITY	-	81,500	(57,963)	(22,200)	6,000	7,337

CAPITAL PROJECTS						
CAPITAL PROJECTS	1,178,000					1,178,000
CAPITAL PROJECTS' REIMBURSEMENTS						-
NET CAPITAL PROJECTS COSTS	1,178,000	-	-	-	-	1,178,000
CAPITAL PROJECTS FUNDING						
ALLOCATION FROM GENERAL FUND OPERATIONS	(165,719)					(165,719)
ALLOCATION FROM BARONI PARK OPERATIONS					-	-
ALLOCATION FROM GENERAL FUND SPENDABLE ASSIGNED	-					-
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(1,012,281)					(1,012,281)
ALLOCATION FROM BARONI PARK SPENDABLE RESTRICTED					-	-
	-	-	-	-	-	-

CHICO AREA RECREATION AND PARK DISTRICT
 EXECUTIVE SUMMARY OF REVENUE AND EXPENDITURES
 PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
REVENUE								
FEE BASED PROGRAM INCOME	3,688,144	200,414	3,487,730	3,167,613.61	90.8%	3,077,776	3,443,443.82	111.9%
OTHER INCOME & FACILITY RENTALS	550,988	51,659	499,329	451,800.38	90.5%	463,920	613,927.96	132.3%
RDA PASSTHROUGH	1,250,000	160,000	1,090,000	1,282,268.83	117.6%	1,064,000	1,194,867.32	112.3%
INVESTMENT INCOME	70,000	30,000	40,000	73,844.53	184.6%	40,000	60,843.73	152.1%
TAX INCOME / COUNTY	3,159,000	113,000	3,046,000	3,312,497.75	108.7%	2,896,000	3,382,408.45	116.8%
TOTAL REVENUE	8,718,132	555,073	8,163,059	8,288,025.10	101.5%	7,541,696	8,695,491.28	115.3%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	6,251,065	558,372	5,692,693	5,530,053.35	97.1%	5,393,455	5,533,394.74	102.6%
SERVICES AND SUPPLIES	2,260,348	189,080	2,071,268	1,761,326.52	85.0%	1,824,994	1,810,222.79	99.2%
CONTRIB. TO OTHER AGENCIES	15,000	-	15,000	14,193.51	94.6%	15,000	12,733.72	84.9%
CONTINGENCIES	25,000	-	25,000	-	0.0%	25,000	-	0.0%
NOTES PAYABLE / LEASE PYMTS	1,000	(84,347)	85,347	1,000.00	1.2%	93,253	7,093.88	7.6%
TOTAL OPERATING EXPENDITURES	8,552,413	663,105	7,889,308	7,306,573.38	92.6%	7,351,702	7,363,445.13	100.2%
NET INCOME (LOSS) FROM OPERATIONS	165,719	(108,032)	273,751	981,451.72	358.5%	189,994	1,332,046.15	701.1%
ALLOCATIONS AND FUND BALANCE ACTIVITY								
CAPITAL / REPAIR PROJECTS	(165,719)	(108,032)	(273,751)	(178,620.65)	65.2%	(189,994)	(34,509.78)	18.2%
CASH FUNDED DEPRECIATION	-	-	-	-	-	-	-	-
NET FUND BALANCE ACTIVITY	(165,719)	(108,032)	(273,751)	(178,620.65)	65.2%	(189,994)	(34,509.78)	18.2%
TOTAL GENERAL FUND ACTIVITY	-	(216,063)	-	802,831.07		-	1,297,536.37	
CAPITAL PROJECTS								
CAPITAL PROJECTS	1,178,000	365,500	812,500	178,620.65	22.0%	975,500	34,509.78	3.5%
CAPITAL PROJECTS' REIMBURSEMENTS	-	-	-	-	-	-	-	-
NET CAPITAL PROJECTS COSTS	1,178,000	365,500	812,500	178,620.65	22.0%	975,500	34,509.78	3.5%
CAPITAL PROJECTS FUNDING								
ALLOCATION FROM GENERAL FUND OPERATIONS	(165,719)	(108,032)	(273,751)	(178,620.65)	65.2%	(189,994)	(34,509.78)	18.2%
ALLOCATION FROM GENERAL FUND SPENCABLE ASSIGNED	-	-	-	-	-	-	-	-
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(1,012,281)	473,532	(538,749)	-	0.0%	(785,506)	-	0.0%
FUNDS FROM ACCUMULATED CAPITAL RESERVES	-	-	-	-	-	-	-	-

CHICO AREA RECREATION AND PARK DISTRICT
 REVENUE SUMMARY - GENERAL FUND - FUND 2490
 PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
FEE BASED PROGRAM INCOME								
AFTER SCHOOL & CAMP PROGRAMS								
AFTERSCHOOL	2,024,664	198,864	1,825,800	1,888,405.71	103.4%	1,591,186	1,845,950.09	116.0%
CAMPS	392,530	52,260	340,270	244,416.24	71.8%	298,240	330,562.69	110.8%
SUBTOTAL	2,417,194	251,124	2,166,070	2,132,821.95	98.5%	1,889,426	2,176,512.78	115.2%
AQUATICS	168,350	2,340	166,010	90,479.40	54.5%	155,950	192,799.12	123.6%
CLASSES								
GENERAL CLASSES	75,000	-	75,000	90,441.94	120.6%	-	69,684.62	0.0%
COMMUNITY BAND	1,500	-	1,500	1,550.69	103.4%	1,650	2,163.50	131.1%
SENIOR ADULT CLASSES	45,000	1,000	44,000	42,884.43	97.5%	43,000	49,150.35	114.3%
YOUTH KARATE & TINY TOYS	95,000	13,000	82,000	99,205.30	121.0%	107,500	76,145.94	70.8%
SUBTOTAL	216,500	14,000	202,500	234,082.36	115.6%	152,150	197,144.41	129.6%
ADULT SPORTS								
VOLLEYBALL & DODGEBALL	40,000	(11,500)	51,500	39,431.63	76.6%	49,500	42,589.69	86.0%
BASKETBALL	30,000	(5,500)	35,500	23,409.53	65.9%	34,000	31,509.19	92.7%
SOFTBALL	154,200	(55,000)	209,200	129,551.08	61.9%	215,300	179,590.22	83.4%
SOCCER	60,000	10,000	50,000	52,248.65	104.5%	45,000	53,829.12	119.6%
SUBTOTAL	284,200	(62,000)	346,200	244,640.89	70.7%	343,800	307,518.22	89.4%
NATURE CENTER								
PROGRAM FEE INCOME	322,100	(750)	322,850	218,435.44	67.7%	248,580	300,090.51	120.7%
SUBTOTAL	322,100	(750)	322,850	218,435.44	67.7%	248,580	300,090.51	120.7%
OTHER PROGRAMS								
SCHOLARSHIPS	(20,000)	(3,000)	(17,000)	(24,692.17)	145.2%	(17,000)	(27,276.01)	160.4%
CO-SPONSORED & MISCELLANEOUS	15,000	(2,000)	17,000	12,954.58	76.2%	17,000	14,400.71	84.7%
SPECIAL EVENTS	9,300	50	9,250	6,633.65	71.7%	7,250	7,639.90	105.4%
SENIOR ADULT PROGRAMS	51,000	(11,550)	62,550	42,570.77	68.1%	65,520	51,232.69	78.2%
YOUTH SPORTS	224,500	12,200	212,300	209,686.74	98.8%	215,100	223,381.49	103.9%
SUBTOTAL	279,800	(4,300)	284,100	247,153.57	87.0%	287,870	269,378.78	93.6%
TOTAL FEE BASED PROGRAMS	3,688,144	200,414	3,487,730	3,167,613.61	90.8%	3,077,776	3,443,443.82	111.9%
OTHER INCOME								
FACILITY RENTAL INCOME	425,550	50,550	375,000	348,041.48	92.8%	340,091	392,192.68	115.3%
REBATES & REIMBURSED COSTS	35,000	-	35,000	52,396.30	149.7%	35,000	25,450.84	72.7%
REIMBURSEMENTS - CITY PARKS	63,438	(391)	63,829	33,622.05	52.7%	63,829	78,780.05	123.4%
MISCELLANEOUS	10,000	-	10,000	10,299.30	103.0%	10,000	19,451.01	194.5%
ENDOWMENTS	11,000	11,000	-	-	0.0%	-	-	0.0%
DONATIONS	6,000	(9,500)	15,500	7,441.25	48.0%	15,000	98,053.38	653.7%
TOTAL OTHER INCOME	550,988	51,659	499,329	451,800.38	90.5%	463,920	613,927.96	132.3%
REVENUE FROM OTHER AGENCIES								
RDA PASSTHROUGH	1,250,000	160,000	1,090,000	1,282,268.83	117.6%	1,064,000	1,194,867.32	112.3%
INVESTMENT INCOME	70,000	30,000	40,000	73,844.53	184.6%	40,000	60,843.73	152.1%
TAX INCOME / COUNTY	3,159,000	113,000	3,046,000	3,312,497.75	108.7%	2,896,000	3,382,408.45	116.8%
TOTAL REVENUE FROM OTHER AGENCIES	4,479,000	303,000	4,176,000	4,668,611.11	111.8%	4,000,000	4,638,119.50	116.0%
TOTAL REVENUE	8,718,132	555,073	8,163,059	8,288,025.10	101.5%	7,541,696	8,695,491.28	115.3%

CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490
PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
SALARIES								
FULL-TIME SALARIES	2,301,000	148,000	2,153,000	1,958,688.12	91.0%	2,036,000	2,003,067.93	98.4%
PART-TIME SALARIES	2,539,198	238,405	2,300,793	1,806,075.11	78.5%	2,027,870	2,083,346.37	102.7%
ACCUMULATED LEAVE	36,000	22,200	13,800	-	0.0%	13,800	43,829.62	317.6%
INSTRUCTORS	113,000	10,900	102,100	47,086.02	46.1%	132,785	77,025.40	58.0%
SUBTOTAL	4,989,198	419,505	4,569,693	3,811,849.25	83.4%	4,210,455	4,207,269.32	99.9%
BENEFITS								
FICA	380,000	21,000	359,000	287,339.13	80.0%	322,500	312,322.08	96.8%
RETIREMENT	533,500	164,500	369,000	1,086,731.36	294.5%	375,000	376,928.06	100.5%
RETIREMENT - GASB 68	-	-	-	-	0.0%	-	194,787.00	0.0%
HEALTH INSURANCE	372,500	(3,500)	376,000	330,893.06	88.0%	370,000	325,628.16	88.0%
COBRA	-	-	-	-	0.0%	-	-	0.0%
UNEMPLOYMENT INSURANCE	35,000	-	35,000	18,549.73	53.0%	37,500	25,173.94	67.1%
WORKERS COMP INSURANCE	142,000	(7,000)	149,000	146,432.96	98.3%	218,000	237,446.18	108.9%
ALLOCATION TO OTHER FUNDS	(201,133)	(36,133)	(165,000)	(151,742.14)	92.0%	(140,000)	(146,160.00)	104.4%
SUBTOTAL	1,261,867	138,867	1,123,000	1,718,204.10	153.0%	1,183,000	1,326,125.42	112.1%
TOTAL SALARIES & BENEFITS	6,251,065	558,372	5,692,693	5,530,053.35	97.1%	5,393,455	5,533,394.74	102.6%

CHICO AREA RECREATION AND PARK DISTRICT
 SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490
 PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
SERVICES AND SUPPLIES								
ADVERTISING	35,000	(5,500)	40,500	18,286.49	45.2%	12,500	10,004.64	80.0%
AGRICULTURE	35,320	4,120	31,200	20,853.27	66.8%	32,854	23,576.51	71.8%
CLOTHING	7,000	(19,400)	26,400	23,631.27	89.5%	22,000	24,947.14	113.4%
COMMUNICATIONS	53,575	1,800	51,775	48,078.12	92.9%	50,609	52,439.74	103.6%
HOUSEHOLD SUPPLIES	42,900	2,500	40,400	36,780.36	91.0%	38,300	38,649.15	100.9%
INSURANCE	105,000	28,000	77,000	77,460.62	100.6%	75,000	70,467.32	94.0%
TECHNOLOGY EQUIPMENT	8,000	8,000	-	-	0.0%	-	-	0.0%
EQUIPMENT REPAIRS	18,000	-	18,000	17,612.74	97.8%	18,000	15,146.59	84.1%
HOUSEHOLD EQUIPMENT	-	-	-	-	0.0%	-	-	0.0%
FIELD EQUIPMENT	1,750	-	1,750	655.63	37.5%	1,750	2,231.91	127.5%
PROGRAM EQUIPMENT	-	-	-	484.13	0.0%	750	193.46	25.8%
VEHICLE MAINTENANCE	12,500	-	12,500	11,753.53	94.0%	12,500	9,151.94	73.2%
POOL SUPPLIES	13,400	1,400	12,000	13,495.62	112.5%	12,000	13,455.04	112.1%
POOL EQUIPMENT	4,000	-	4,000	2,271.77	56.8%	4,000	3,358.74	84.0%
STRUCTURE & GROUNDS	76,750	(10,950)	87,700	69,191.90	78.9%	74,350	82,934.33	111.5%
WORK SERVICE SUPPLIES	2,050	-	2,050	1,469.41	71.7%	-	-	0.0%
SHOP SUPPLIES	6,000	900	5,100	5,112.23	100.2%	5,000	6,745.96	134.9%
VANDALISM	4,250	150	4,100	3,452.22	84.2%	5,800	2,314.19	39.9%
MEDICAL FIRST AID	3,650	450	3,200	2,736.98	85.5%	3,050	3,109.43	101.9%
MEMBERSHIP/PERIODICALS	19,500	1,000	18,500	17,942.75	97.0%	16,400	17,972.25	109.6%
OFFICE SUPPLIES	25,000	(1,150)	26,150	21,612.66	82.6%	26,575	21,595.11	81.3%
CONTRACT SERVICES	1,010,370	149,582	860,788	784,520.03	91.1%	745,985	725,645.64	97.3%
PUBS/LEGAL NOTICES	22,000	(2,000)	24,000	16,958.66	70.7%	21,000	24,661.66	117.4%
RENT/LEASE EQUIPMENT	5,400	-	5,400	2,190.03	40.6%	2,750	5,278.51	191.9%
RENT/LEASE STRUCTURES	-	(3,200)	3,200	2,400.00	75.0%	3,200	3,200.00	100.0%
SMALL TOOLS	3,500	-	3,500	1,671.38	47.8%	3,000	2,162.38	72.1%
EDUCATION & TRAINING	4,000	-	4,000	443.42	11.1%	5,000	1,580.96	31.6%
DISTRICT OFFICE SPECIAL EXP	9,000	-	9,000	4,832.87	53.7%	9,000	8,042.00	89.4%
PROGRAM SUPPLIES	242,468	17,728	224,740	159,004.60	70.8%	204,046	197,698.13	96.9%
DISTRICT OFFICE MEETING EXP	5,000	-	5,000	1,928.69	38.6%	6,500	1,310.90	20.2%
MILEAGE	40,000	2,700	37,300	29,243.46	78.4%	31,500	40,789.21	129.5%
PROGRAM TRANSPORTATION	1,900	(1,240)	3,140	735.65	23.4%	3,100	2,133.20	68.8%
DIST OFFICE BOARD MTG EXP	10,000	-	10,000	8,176.11	81.8%	10,000	7,496.82	75.0%
USE TAX	1,500	-	1,500	1,752.40	116.8%	1,200	1,408.67	117.4%
CONFERENCES	23,000	-	23,000	15,466.92	67.2%	23,100	16,482.06	71.4%
SUBTOTAL	1,859,783	182,890	1,676,893	1,422,205.92	84.8%	1,480,819	1,436,183.59	97.0%
UTILITIES								
WATER	78,715	2,090	76,625	61,565.41	80.3%	68,675	70,039.96	102.0%
ELECTRICITY	263,600	2,200	261,400	222,723.57	85.2%	223,350	250,971.46	112.4%
GAS	52,350	1,900	50,450	50,327.21	99.8%	44,550	47,513.70	106.7%
SEWER	5,900	-	5,900	4,504.41	76.3%	7,600	5,514.08	72.6%
SUBTOTAL	400,565	6,190	394,375	339,120.60	86.0%	344,175	374,039.20	108.7%
TOTAL SERVICE & SUPPLY	2,260,348	189,080	2,071,268	1,761,326.52	85.0%	1,824,994	1,810,222.79	99.2%

CHICO AREA RECREATION AND PARK DISTRICT
SUMMARY OF REVENUES AND EXPENDITURES - NATURE CENTER
PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
INCOME								
GENERAL PROGRAM INCOME	-	-	-	-	0.0%	7,000.00	6,892.00	98.5%
GENERAL ADMISSION	3,500	-	3,500	2,898.00	82.8%	2,500.00	3,850.00	154.0%
HOME SCHOOL	3,500	300	3,200	3,105.00	97.0%	10,830.00	13,050.00	120.5%
FIELD TRIPS	18,000	(7,000)	25,000	13,370.00	53.5%	21,000.00	19,713.00	93.9%
CAMPS	222,000	22,000	200,000	144,472.28	72.2%	158,650.00	189,825.90	119.7%
PRESCHOOL	49,500	(500)	50,000	42,186.66	84.4%	17,100.00	33,549.91	196.2%
TEACHER WORKSHOPS	2,000	500	1,500	1,587.00	105.8%	2,500.00	4,840.00	193.6%
SPECIAL EVENTS	4,500	(15,500)	20,000	2,316.50	11.6%	21,000.00	19,226.25	91.6%
MEMBERSHIPS	900	(1,100)	2,000	735.00	36.8%	2,000.00	1,373.45	68.7%
PARTY RENTALS	8,000	(1,000)	9,000	7,765.00	86.3%	6,000.00	7,770.00	129.5%
CAL NATURALIST	10,200	-	8,650	-	0.0%	-	-	0.0%
FACILITY RENTALS	3,500	1,500	2,000	1,890.00	94.5%	2,500.00	1,005.00	40.2%
GRANTS	-	-	-	-	0.0%	-	-	0.0%
ENDOWMENT	11,000	11,000	-	-	0.0%	-	-	0.0%
FUNDRAISING (DONATIONS)	5,000	(9,500)	14,500	6,900.00	47.6%	14,000.00	17,482.19	124.9%
TOTAL INCOME	341,600	700	339,350	227,225.44	67.0%	265,080	318,577.70	120.2%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	157,320	(107,380)	264,700	185,708.06	70.2%	214,376	216,663.83	101.1%
SERVICES AND SUPPLIES								
ADVERTISING	-	(500)	500	498.00	99.6%	500	500.00	100.0%
COMMUNICATIONS	2,600	-	2,600	2,485.02	95.6%	1,800	2,657.88	147.7%
HOUSEHOLD SUPPLIES	3,000	500	2,500	2,100.01	84.0%	2,500	2,217.32	88.7%
INSURANCE	-	(1,000)	1,000	-	0.0%	1,200	1,071.00	89.3%
STRUCTURES & GROUNDS	4,500	-	4,500	1,847.76	41.1%	4,500	4,339.86	96.4%
OFFICE SUPPLIES	-	(3,100)	3,100	3,314.15	106.9%	3,275	3,793.45	115.8%
CLOTHING	-	(7,000)	7,000	4,576.51	65.4%	3,700	6,800.14	183.8%
CONTRACT SERVICES	6,500	1,000	5,500	3,003.75	54.6%	1,500	5,817.77	387.9%
RENT /LEASE STRUCTURES	-	(3,200)	3,200	2,400.00	75.0%	3,200	3,200.00	100.0%
PROGRAM SUPPLIES	31,500	3,500	28,000	22,275.27	79.6%	19,575	35,457.43	181.1%
MILEAGE	-	(300)	300	172.39	57.5%	500	136.38	27.3%
CONFERENCES	-	(500)	500	271.86	54.4%	600	528.91	88.2%
ELECTRIC	7,500	300	7,200	7,525.06	104.5%	7,500	6,888.82	91.9%
GAS	3,200	600	2,600	2,424.25	93.2%	1,900	2,510.49	132.1%
SUBTOTAL	58,800	(9,700)	68,500	52,894.03	77.2%	52,250	75,919.45	145.3%
EQUIPMENT/SOFTWARE	-	(500)	500	489	97.7%	500	571	114.3%
TOTAL OPERATING EXPENDITURES	216,120	(117,580)	333,700	239,090.71	71.6%	267,126	293,154.59	109.7%
TOTAL INCOME OVER (UNDER) EXPENDITURES	125,480	118,280	5,650	(11,865.27)		(2,046)	25,423.11	

* Full Time and Support Program Staff Salaries have been allocated like other similar positions. This accounts for \$100,605.00.

* Office Supplies, Insurance, and Mileage expenses have been allocated like other areas of CARD. This accounts for \$14,000.

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2019-2020
CAPITAL PROJECTS SUMMARY**



HOOKER OAK RECREATION AREA		
Tree hazard assessment and pruning		25,000
		<hr/>
COMMUNITY CENTER		
Roof & HVAC replacement		625,000
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LAKESIDE PAVILION		
Patio Windows replacement		75,000
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PV POOL		
Roof repairs		7,000
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COMMUNITY PARK		
Parking lot repairs and resurfacing		125,000
		<hr/>
DOROTHY JOHNSON CENTER		
New HVAC Equipment		250,000
		<hr/>
FIXED ASSETS		
Computer and information technology equipment		4,000
Leaf Sweeper		45,000
PV Pool Covers, Pool Vacume, Maintenance Equipment		22,000
		<hr/>
		<hr/>
		71,000

TOTAL	1,178,000
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PROJECTS FUNDING SUMMARY:	
Funded By General Fund Current Operations	165,719
Funded by General Fund - Fund Balance Spendable: Assigned	-
Funded by General Fund - Fund Balance Spendable: Unassigned	1,012,281
	<hr/>
	1,178,000

CHICO AREA RECREATION AND PARK DISTRICT
 GENERAL FUND - SUMMARY OF FUND BALANCE
 PRELIMINARY BUDGET: 2019-2020



CATEGORY	DESCRIPTION	PROJECTED BEGINNING BALANCE	PROJECTED ACTIVITY	PROJECTED ENDING BALANCE
SPENDABLE: COMMITTED	IMPREST CASH (Petty cash)	1,500		1,500
	GENERAL RESERVE (Working capital)	1,200,000		1,200,000
TOTAL SPENDABLE: COMMITTED FUND BALANCE		1,201,500	-	1,201,500
SPENDABLE: ASSIGNED	ACCUMULATED CAPITAL RESERVE (Future capital projects)	50,000		50,000
	LONG TERM DEBT PRINCIPAL REPAYMENT	-	-	-
	ELECTION COSTS (50% of bi-annual election costs)	45,000		45,000
	PENSION LIABILITY RESERVE	-	700,000	700,000
	DEFERRED MAINTENANCE COSTS (10% of projected noncash depreciation)	340,500	50,000	390,500
TOTAL SPENDABLE: ASSIGNED FUND BALANCE		435,500	750,000	1,185,500
SPENDABLE: UNASSIGNED	NET REMAINING UNDESIGNATED FUND BALANCE	2,176,584	(1,762,281)	414,303
TOTAL SPENDABLE FUND BALANCE		3,813,584	(1,012,281)	2,801,303
NON-SPENDABLE	INVESTMENT IN CAPITAL ASSETS (NET OF RELATED DEBT)	25,794,559	1,178,000	26,972,559
TOTAL FUND BALANCE		29,608,143	165,719	29,773,862

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

Spendable - Restricted	Has constraints on spending that are legally enforceable by outside parties.
Spendable - Unrestricted - Committed	Has constraints on spending that the District imposes upon itself by high-level formal action prior to the close of the period.
Spendable - Unrestricted - Assigned	Applies to resources intended for spending for a purpose set by the governing body itself or by some person or body delegated to exercise such authority in accordance with policy established by the board.
Spendable - Unrestricted - Unassigned	Residual fund balance.
Non-Spendable	Not available for spending, either now or in the future, because of the form of the asset (e.g. fixed assets)

* Unassigned Fund Balance is affected by changes made to our reserves, as well as current year net income. This is our best current estimate of our Unassigned Fund Balance. It will continue to change as we monitor our revenues and expenses as we close out the FY. We will continue to see adjustments in this area until the year has been finalized.

**CHICO AREA RECREATION AND PARK DISTRICT
ADMINISTRATIVE CONTRACT SERVICES
PRELIMINARY BUDGET: 2019-2020**



	2019-2020 BUDGET	2018-2019 BUDGET	CHANGE
ADMINISTRATIVE SERVICES			
ACTUARIAL EVALUATION SOFTWARE	14,000	-	14,000
REGISTRATION SUPPORT FEES	124,000	120,000	4,000
	<u>138,000</u>	<u>120,000</u>	<u>18,000</u>
OFFICE EQUIPMENT SERVICE CONTRACTS			
COMPUTER MAINTENANCE	10,613	10,613	-
COMPUTER HELP DESK	77,760	75,600	2,160
COMPUTER SOFTWARE (KRONOS, OFFICE 365)	71,572	63,150	8,422
COPY MACHINE	18,000	18,000	-
TELEPHONE SYSTEM	200	200	-
POSTAGE MACHINE	4,600	4,600	-
	<u>182,745</u>	<u>172,163</u>	<u>10,582</u>
AUDIT & RELATED SERVICES			
AUDIT	17,000	17,000	-
GASB 68 REPORTS	700	1,350	(650)
AUDIT & RELATED SERVICES	<u>17,700</u>	<u>18,350</u>	<u>(650)</u>
LEGAL SERVICES	<u>22,000</u>	<u>20,000</u>	<u>2,000</u>
PROFESSIONAL SERVICES			
DISTRICT SERVICES	<u>7,000</u>	<u>7,000</u>	<u>-</u>
EMPLOYEE BACKGROUND CHECK	<u>18,000</u>	<u>18,000</u>	<u>-</u>
CONSULTANT SERVICES			
LOCAL GOVERNMENT CONSULTING	20,000	20,000	-
FRAUD HOTLINE	1,075	1,075	-
FUTURE FACILITIES PREPARATION	130,000	60,000	70,000
ELECTION	92,000	92,000	-
	<u>243,075</u>	<u>173,075</u>	<u>70,000</u>
TOTAL ADMINISTRATIVE CONTRACT SERVICES	<u><u>628,520</u></u>	<u><u>528,588</u></u>	<u><u>99,932</u></u>

**CHICO AREA RECREATION AND PARK DISTRICT
 PARKS ADMINISTRATIVE CONTRACT SERVICES
 PRELIMINARY BUDGET: 2019-2020**



	2019-2020 BUDGET	2018-2019 BUDGET	CHANGE
PARKS ADMIN - DISTRICT GENERAL			
HOUSEHOLD	23,000	23,000	-
REPAIRS AND MAINTENANCE	27,500	27,500	-
SAFETY	2,500	2,500	-
SECURITY	125,000	82,000	43,000
UTILITIES	33,000	33,000	-
	211,000	168,000	43,000
<u>SITE SPECIFIC</u>			
OAK WAY PARK			
PROFESSIONAL SERVICES	4,600	4,000	600
UTILITIES	2,000	2,000	-
	6,600	6,000	600
PETERSON PARK			
PROFESSIONAL SERVICES	4,100	4,000	100
BARONI PARK			
PROFESSIONAL SERVICES	4,000	4,000	-
COMMUNITY CENTER			
LANDSCAPING	21,000	19,000	2,000
REPAIRS AND MAINTENANCE	2,000	2,000	-
UTILITIES	600	600	-
	23,600	21,600	2,000
HOOKER OAK			
LANDSCAPING	1,500	1,700	(200)
UTILITIES	600	-	600
	2,100	1,700	400
COMMUNITY PARK			
UTILITIES	4,800	4,800	-
LAKESIDE PAVILION			
REPAIRS AND MAINTENANCE	4,000	3,000	1,000
DFJ CENTER			
REPAIRS AND MAINTENANCE	400	400	-
TOTAL PARKS ADMINISTRATIVE CONTRACT SERVICES	260,600	213,500	47,100

CHICO AREA RECREATION AND PARK DISTRICT
 EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PARK FUND - FUND 2480
 PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
INCOME								
PARK IMPACT FEES	80,000	(5,000)	85,000	78,375.00	92.2%	59,375	87,875.00	148.0%
INTEREST INCOME	1,500	1,175	325	1,784.64	549.1%	325	(5,863.01)	-1804.0%
TOTAL INCOME	81,500	(3,825)	85,325	80,159.64	93.9%	59,700	82,011.99	137.4%
NOTES PAYABLE / LEASE PYMTS	-	(82,222)	82,222	73,332.00	89.2%	74,140	66,665.00	89.9%
UTILIZATION OF FUND BALANCE	-	78,397	-	73,332.00		(14,440)	66,665.00	
TOTAL INCOME OVER (UNDER) EXPENDITURES	81,500	-	3,103	80,159.64		-	82,011.99	

CHICO AREA RECREATION AND PARK DISTRICT
 EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - OAK WAY - FUND 2495
 PRELIMINARY BUDGET: 2019-2020



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
INCOME								
ASSESSMENTS	23,164	1,272	21,892	21,476.00	98.1%	60,966	60,035.30	98.5%
INTEREST	300	300	-	311.99	0.0%	-	606.15	0.0%
TOTAL INCOME	23,464	1,572	21,892	21,787.99	99.5%	60,966	60,641.45	99.5%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	61,227	8,566	52,661	48,272.84	91.7%	46,656	46,656.36	100.0%
SERVICES AND SUPPLIES								
AGRICULTURE	1,800	-	1,800	773.66	43.0%	1,842	955.74	51.9%
HOUSEHOLD SUPPLIES	2,500	-	2,500	1,459.88	58.4%	1,200	2,296.84	191.4%
STRUCTURES & GROUNDS	4,500	-	4,500	2,338.27	52.0%	4,556	3,419.61	75.1%
VANDALISM	-	(100)	100	-	0.0%	100	-	0.0%
EQUIPMENT RENTS	-	-	-	115.25	0.0%	350	-	0.0%
CONTRACT SERVICES	6,600	600	6,000	6,717.33	112.0%	4,680	6,180.86	132.1%
WATER	1,500	-	1,500	1,258.69	83.9%	1,500	1,378.11	91.9%
ELECTRIC	3,300	-	3,300	2,230.72	67.6%	3,300	3,133.17	94.9%
SUBTOTAL	20,200	500	19,700	14,893.80	75.6%	17,528	17,364.33	99.1%
TOTAL OPERATING EXPENDITURES	81,427	9,066	72,361	63,166.64	87.3%	64,184	64,020.69	99.7%
TOTAL INCOME OVER (UNDER) EXPENDITURES	(57,963)	(9,066)	(50,469)	(41,378.65)		(3,218)	(3,379.24)	

Notes:

Property tax assessments on the residents in the Oak Way Assessment District are used to pay the maintenance costs of Oak Way Park which is maintained by CARD.

Property tax assessments on the residents in the Oak Way Assessment District cannot be raised due to how the assessment district was originally established. As such, some operating expenditures must be supplemented by the General Fund in order for the Oak Way Park Fund to properly operate. The General Fund is currently supplementing the costs of salaries and benefits of this fund.

Fund Balance for this fund is assigned as Spendable - Restricted for maintenance of the park.

**CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - PETERSON PARK - FUND 2497
PRELIMINARY BUDGET: 2019-2020**



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
INCOME								
ASSESSMENTS	42,490	(70)	42,560	41,467.90	97.4%	42,560	42,377.60	99.6%
INTEREST	400	125	275	447.82	162.8%	275	631.99	229.8%
TOTAL INCOME	42,890	55	42,835	41,915.72	97.9%	42,835	43,009.59	100.4%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	39,340	9,233	30,107	27,598.23	91.7%	26,424	26,423.64	100.0%
SERVICES AND SUPPLIES								
AGRICULTURE	1,850	-	1,850	859.43	46.5%	2,165	1,132.18	52.3%
HOUSEHOLD SUPPLIES	-	-	-	-	0.0%	-	-	0.0%
STRUCTURES & GROUNDS	2,500	-	2,500	2,479.21	99.2%	2,500	1,104.06	44.2%
VANDALISM	100	-	100	228.30	228.3%	100	-	0.0%
EQUIPMENT RENTS	-	-	-	-	0.0%	-	-	0.0%
SMALL TOOLS	-	-	-	-	0.0%	-	-	0.0%
CONTRACT SERVICES	4,000	-	4,000	3,867.03	96.7%	2,500	3,798.45	151.9%
WATER	17,000	1,000	16,000	12,911.75	80.7%	14,000	16,893.57	120.7%
ELECTRIC	300	-	300	146.89	49.0%	300	158.74	52.9%
SUBTOTAL	25,750	1,000	24,750	20,492.61	82.8%	21,565	23,087.00	107.1%
TOTAL OPERATING EXPENDITURES	65,090	10,233	54,857	48,090.84	87.7%	47,989	49,510.64	103.2%
TOTAL INCOME OVER (UNDER) EXPENDITURES	(22,200)	(10,178)	(12,022)	(6,175.12)		(5,154)	(6,501.05)	

Notes:

Property tax assessments on the residents in the Peterson Park Assessment District are used to pay the maintenance costs of Peterson Park which is maintained by CARD.

Property tax assessments on the residents in the Peterson Park Assessment District cannot be raised due to how the assessment district was originally established. As such, some operating expenditures must be supplemented by the General Fund in order for the Peterson Park Fund to properly operate. The General Fund is currently supplementing the costs of salaries and benefits of this fund.

Fund Balance for this fund is assigned as Spendable - Restricted for maintenance of the park.

**CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUES AND EXPENDITURES - BARONI PARK - FUND 2498
PRELIMINARY BUDGET: 2019-2020**



	2019-2020 BUDGET	INCREASE (DECREASE)	2018-2019 BUDGET	2018-2019 ACTUAL YTD	2018-2019 % BUDGET	2017-2018 BUDGET	2017-2018 ACTUAL	2017-2018 % BUDGET
INCOME								
ASSESSMENTS	83,227	11,508	71,719	70,421.69	98.2%	65,039	64,807.56	99.6%
INTEREST	1,000	700	300	1,208.81	402.9%	300	1,229.60	409.9%
TOTAL INCOME	84,227	12,208	72,019	71,630.50	99.5%	65,339	66,037.16	101.1%
OPERATING EXPENDITURES								
SALARIES AND BENEFITS	61,227	8,566	52,661	48,272.84	91.7%	46,656	46,656.36	100.0%
SERVICES AND SUPPLIES								
AGRICULTURE	1,100	17	1,083	449.38	41.5%	1,083	688.04	63.5%
HOUSEHOLD SUPPLIES	-	-	-	-	0.0%	-	-	0.0%
STRUCTURES & GROUNDS	1,500	500	1,000	2,080.63	208.1%	1,000	1,017.73	101.8%
VANDALISM	100	-	100	-	0.0%	550	-	0.0%
EQUIPMENT RENTS	-	-	-	-	0.0%	-	-	0.0%
CONTRACT SERVICES	4,100	100	4,000	3,867.03	96.7%	2,500	3,798.46	151.9%
WATER	10,000	1,950	8,050	7,649.04	95.0%	8,050	8,600.19	106.8%
ELECTRIC	200	-	200	-	0.0%	200	-	0.0%
SUBTOTAL	17,000	2,567	14,433	14,046.08	97.3%	13,383	14,104.42	105.4%
TOTAL OPERATING EXPENDITURES	78,227	11,133	67,094	62,318.92	92.9%	60,039	60,760.78	101.2%
TOTAL INCOME OVER (UNDER) EXPENDITURES	6,000	1,075	4,925	9,311.58	189.1%	5,300	5,276.38	99.6%
ALLOCATION TO CAPITAL PROJECTS	-	-	-	-	0.0%	-	-	0.0%
TOTAL FUND ACTIVITY	6,000	8,566	4,925	9,311.58		5,300	5,276.38	

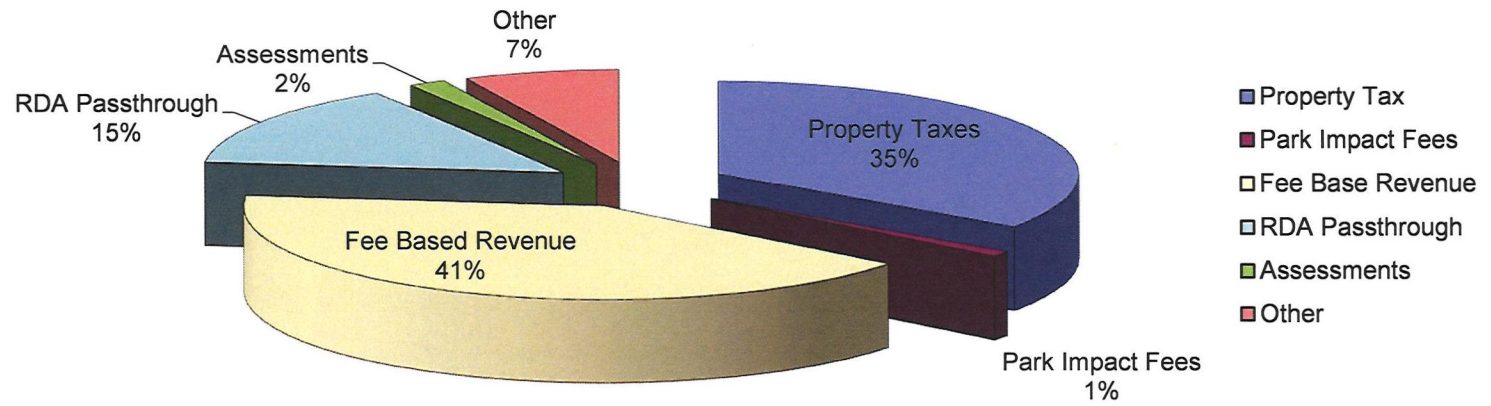
CAPITAL PROJECTS								
CAPITAL PROJECTS	-	-	-	-	0.0%	-	-	0.0%
CAPITAL PROJECTS FUNDING								
ALLOCATION FROM OPERATIONS	-	-	-	-	0.0%	-	-	0.0%
ALLOCATION FROM SPENDABLE RESTRICTED	-	-	-	-	0.0%	-	-	0.0%
	-	-	-	-		-	-	

Notes:

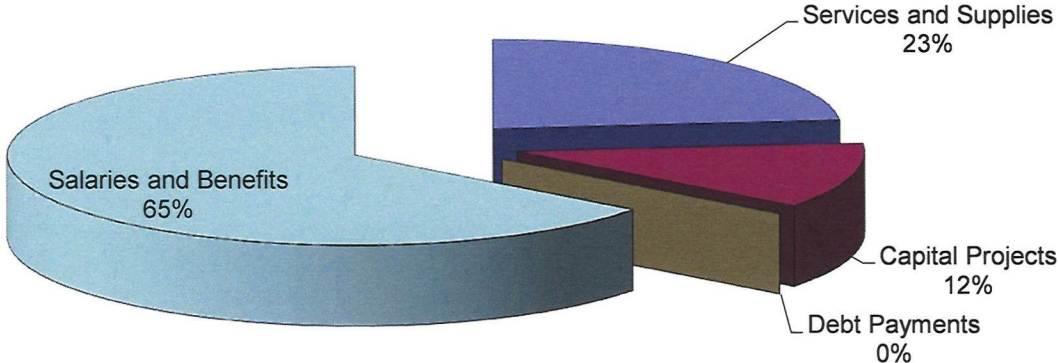
Property tax assessments on the residents in the Baroni Neighborhood Park Assessment District are used to pay the maintenance costs of Baroni Park which is maintained by CARD.

Fund Balance for this fund is assigned as Spendable - Restricted for maintenance of the park.

CARD BUDGET: REVENUE BY SOURCE



CARD BUDGET: BUDGETED EXPENDITURES



■ Services and Supplies ■ Capital Projects □ Debt Payments □ Salaries and Benefits

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2019-2020
PARK SITES AND FACILITIES**



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

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

FACILITIES

Community Center

Location: 545 Vallombrosa Avenue

Size: 3 acres

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

Chico Creek Nature Center

Location: 1968 East 8th Street

Size: 3.25 acres

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

Dorothy F. Johnson Neighborhood Center

Location: 775 East 16th Street

Size: 3 acres

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

Lakeside Pavilion

Location: 2565 California Park Drive

Size: 1.6 acres

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

Pleasant Valley Pool and Recreation Center

Location: 2320 North Avenue

Size: 1.1 acres

Facilities: Community center and swimming pool

Shapiro Pool

Location: Oleander and Memorial Way

Size: .44 acres

Facilities: Swimming pool

COMMUNITY PARKS

Community Park

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

Size: 40 acres

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

DeGarmo Park

Location: 199 Leora Court

Size: 36 acres

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

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2019-2020
PARK SITES AND FACILITIES**



Hooker Oak Recreation Area

Location: 1928 Manzanita Avenue

Size: 35 acres

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

Wildwood Park

Location: 100 Wildwood Avenue

Size: 18 acres

Facilities: Pavilion and picnic area, playground and two softball fields

OTHER PARK SITES

Baroni Park

Location: Bruce Road at Remington Drive

Size: 7.285 acres

Facilities: Playground, basketball court, picnic area and open space

Ceres Park

Location: Glenshire Lane

Size: 5 acres

Facilities: Undeveloped

Hancock Park

Location: North Marigold Ave.

Size: 3.61 acres

Facilities: Grassland and pathways

Henshaw Avenue Park

Location: Henshaw Avenue

Size: 5 acres

Facilities: Undeveloped

Humboldt Avenue Skatepark

Location: Humboldt Avenue at Flume Street

Size: .89 acres

Facilities: Skateboard park with restrooms

Oak Way Park

Location: 1510 West 8th Avenue

Size: 8.7 acres

Facilities: Playground, basketball court, picnic area and restrooms

Peterson Park

Location: Rollins Lake Drive and Denali Drive

Size: 5.5 acres

Facilities: Playground, picnic area and basketball court

Rotary Park

Location: East 16th Street and Broadway

Size: .7 acres

Facilities: Playground, picnic area and basketball court

Sycamore Park

Location: One Mile Recreation Area

Size: 3.5 acres

Facilities: Softball field

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2019-2020
PART TIME/TEMPORARY/SEASONAL SALARY - SCHEDULE**

EFFECTIVE JAN - DEC 2019



* indicates change in job title or description from prior budget

TITLE	2019 Rates
Recreation Leader II	\$ 12.00
Recreation Leader III	\$ 13.00
Assistant Director	\$ 13.00
Director I	\$ 14.00
Director II	\$ 15.00
Enrichment I	\$ 14.00
Enrichment II	\$ 16.00
Enrichment III	\$ 18.00
Enrichment IV	\$ 20.00
Program Manager	\$ 21.00
Labor III	\$ 12.00
Labor IV-level 1	\$ 13.00
Labor IV-level 2	\$ 13.50
Park Attendant I	\$ 12.00
Park Attendant II	\$ 12.50
Facility Attendant I	\$ 12.00
Facility Attendant II	\$ 12.75
Facility Attendant III	\$ 16.00
Facility Rental Specialist	\$ 18.00
Office Assistant II	\$ 12.00
Office Assistant III	\$ 13.00
Office Assistant IV	\$ 14.00
Finance Assistant	\$ 16.80
Swim Instructor	\$ 12.00
Lifeguard I	\$ 12.00
Lifeguard II	\$ 12.50
Asst. Head Guard	\$ 13.00
Head Guard	\$ 14.00
Asst. Pool Manager	\$ 14.50

NOTES:

PT Employees are limited to working no more than 28 hours per week.

Temporary PT Employees are limited to a max. of 970 hours per Fiscal Year (July 1 - June 30)

Extended PT Employees are limited to working no more than 28 hours per week or 1560 hours per Fiscal Year.

Seasonal Employees work for a defined season for 120 days or less. They are limited to 35 hours or less per week. They may not work more than a total of 120 days for CARD in a single CALENDAR year.

Instructors under contract shall be compensated in accordance with the negotiated contract.

ADULT SPORTS OFFICIAL RATES

		STEP 1	STEP 2	STEP 3
1.	Softball, Basketball (1 hour games)	\$ 18.00	\$ 20.00	\$ 22.00
2.	Baseball League Game Rates (2.5 hour games)			
	a. Plate	\$ 48.00	\$ 50.00	\$ 52.00
	b. Bases	\$ 32.00		
3.	Volleyball League & Kickball Game Rates (1 hour games)	\$ 16.00	\$ 17.00	\$ 18.00
4.	Soccer League Game Rates			
	a. Line Judge Flat Rate (1.25 hr. games)	\$ 17.50	\$ 18.50	\$ 19.50
	b. Field Official Flat Rate (1.25 hr. games)	\$ 28.00	\$ 29.00	\$ 30.00
	c. 7 A-Side Flat Rate (1 hour games)	\$ 25.00	\$ 26.00	\$ 27.00
5.	Flag Football League Game Rates (1 hour games)			
	a. Umpire Flat Rate	\$ 19.00	\$ 20.00	\$ 21.00
	b. Field Judge Flat Rate	\$ 15.00		
NOTES:	6) Procedure for Sport Official Salary Advancement:			
	a. Officials start at step one, except where noted, and will increase to the next appropriate step after two years of experience and having at least "satisfactory" or above seasonal evaluations.			
	b. Past or present high school (within last two years), college, certified association, or verified Recreation Department Official with at least two years adult officiating experience is eligible for consideration to start at Step 2 with written documentation from a supervisor and written approval from the General Manager.			

**CHICO AREA RECREATION AND PARK DISTRICT
PRELIMINARY BUDGET: 2019-2020
PART TIME/TEMPORARY/SEASONAL SALARY - SCHEDULE**

EFFECTIVE JAN - DEC 2020



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Director I	\$ 15.00
Director II	\$ 16.00
Enrichment I	\$ 14.25
Enrichment II	\$ 16.25
Enrichment III	\$ 18.25
Enrichment IV	\$ 20.25
Program Manager	\$ 21.00
Labor III	\$ 13.00
Labor IV-level 1	\$ 14.00
Labor IV-level 2	\$ 14.50
Park Attendant I	\$ 13.00
Park Attendant II	\$ 13.50
Facility Attendant I	\$ 13.00
Facility Attendant II	\$ 13.75
Facility Attendant III	\$ 16.50
Facility Rental Specialist	\$ 18.00
Office Assistant II	\$ 13.00
Office Assistant III	\$ 14.00
Office Assistant IV	\$ 15.00
Finance Assistant	\$ 17.00
Swim Instructor	\$ 13.00
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Head Guard	\$ 15.00
Asst. Pool Manager	\$ 15.50

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	b. Past or present high school (within last two years), college, certified association, or verified Recreation Department Official with at least two years adult officiating experience is eligible for consideration to start at Step 2 with written documentation from a supervisor and written approval from the General Manager.			

Management

July 1, 2019-June 30,2020	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
Parks & Recreation Director										
Hourly	\$ 43.21	\$ 44.21	\$ 45.21	\$ 46.21	\$ 47.21	\$ 48.21	\$ 49.21	\$ 50.21	\$ 51.21	\$ 52.21
Monthly	\$ 7,490	\$ 7,663	\$ 7,836	\$ 8,010	\$ 8,183	\$ 8,356	\$ 8,530	\$ 8,703	\$ 8,876	\$ 9,050
Annually	\$ 89,877	\$ 91,957	\$ 94,037	\$ 96,117	\$ 98,197	\$ 100,277	\$ 102,357	\$ 104,437	\$ 106,517	\$ 108,597
Finance Manager										
Hourly	\$ 34.17	\$ 35.17	\$ 36.17	\$ 37.17	\$ 38.17	\$ 39.17	\$ 40.17	\$ 41.17	\$ 42.17	\$ 43.17
Monthly	\$ 5,923	\$ 6,096	\$ 6,269	\$ 6,443	\$ 6,616	\$ 6,789	\$ 6,963	\$ 7,136	\$ 7,309	\$ 7,483
Annually	\$ 71,074	\$ 73,154	\$ 75,234	\$ 77,314	\$ 79,394	\$ 81,474	\$ 83,554	\$ 85,634	\$ 87,714	\$ 89,794
HR Manager										
Hourly	\$ 34.17	\$ 35.17	\$ 36.17	\$ 37.17	\$ 38.17	\$ 39.17	\$ 40.17	\$ 41.17	\$ 42.17	\$ 43.17
Monthly	\$ 5,923	\$ 6,096	\$ 6,269	\$ 6,443	\$ 6,616	\$ 6,789	\$ 6,963	\$ 7,136	\$ 7,309	\$ 7,483
Annually	\$ 71,074	\$ 73,154	\$ 75,234	\$ 77,314	\$ 79,394	\$ 81,474	\$ 83,554	\$ 85,634	\$ 87,714	\$ 89,794

Other Full Time Employees

July 1, 2019-June 30,2020	Step A	Step B	Step C	Step D	Step E	Merit Range	
						Step F	Step G
Executive Assistant							
Hourly	\$ 30.49	\$ 32.02	\$ 33.62	\$ 35.30	\$ 37.07	\$ 38.92	\$ 40.86
Monthly	\$ 5,286	\$ 5,550	\$ 5,827	\$ 6,119	\$ 6,425	\$ 6,746	\$ 7,083
Annually	\$ 63,428	\$ 66,599	\$ 69,929	\$ 73,425	\$ 77,097	\$ 80,952	\$ 84,999
HR Payroll Specialist							
Hourly	\$ 19.49	\$ 20.46	\$ 21.48	\$ 22.56	\$ 23.69	\$ 24.87	\$ 26.11
Monthly	\$ 3,378	\$ 3,547	\$ 3,724	\$ 3,910	\$ 4,106	\$ 4,311	\$ 4,526
Annually	\$ 40,533	\$ 42,559	\$ 44,687	\$ 46,922	\$ 49,268	\$ 51,731	\$ 54,318
Finance Specialist							
Hourly	\$ 19.49	\$ 20.46	\$ 21.48	\$ 22.56	\$ 23.69	\$ 24.87	\$ 26.11
Monthly	\$ 3,377.73	\$ 3,547	\$ 3,724	\$ 3,910	\$ 4,105.66	\$ 4,311	\$ 4,526
Annually	\$ 40,533	\$ 42,559	\$ 44,687	\$ 46,922	\$ 49,268	\$ 51,731	\$ 54,318
Facility Coordinator							
Hourly	\$ 24.64	\$ 25.87	\$ 27.16	\$ 28.52	\$ 29.95	\$ 31.44	\$ 33.01
Monthly	\$ 4,270.27	\$ 4,484	\$ 4,708	\$ 4,943	\$ 5,190.54	\$ 5,450	\$ 5,723
Annually	\$ 51,243	\$ 53,805	\$ 56,496	\$ 59,321	\$ 62,287	\$ 65,401	\$ 68,671
Customer Service Rep II							
Hourly	\$ 24.64	\$ 25.87	\$ 27.16	\$ 28.52	\$ 29.95	\$ 31.44	\$ 33.01
Monthly	\$ 4,270	\$ 4,484	\$ 4,708	\$ 4,943	\$ 5,191	\$ 5,450	\$ 5,723
Annually	\$ 51,243	\$ 53,805	\$ 56,496	\$ 59,321	\$ 62,287	\$ 65,401	\$ 68,671
Customer Service Rep I							
Hourly	\$ 20.01	\$ 21.01	\$ 22.06	\$ 23.16	\$ 24.32	\$ 25.54	\$ 26.82
Monthly	\$ 3,468	\$ 3,642	\$ 3,824	\$ 4,015	\$ 4,216	\$ 4,427	\$ 4,648
Annually	\$ 41,621	\$ 43,702	\$ 45,887	\$ 48,181	\$ 50,590	\$ 53,120	\$ 55,776
Marketing Coordinator							
Hourly	\$ 26.99	\$ 28.34	\$ 29.75	\$ 31.24	\$ 32.80	\$ 34.44	\$ 36.16
Monthly	\$ 4,678	\$ 4,912	\$ 5,157	\$ 5,415	\$ 5,686	\$ 5,970	\$ 6,268
Annually	\$ 56,132	\$ 58,938	\$ 61,885	\$ 64,980	\$ 68,229	\$ 71,640	\$ 75,222
Recreation Coordinator							
Hourly	\$ 22.29	\$ 23.40	\$ 24.57	\$ 25.80	\$ 27.09	\$ 28.44	\$ 29.87
Monthly	\$ 3,863	\$ 4,056	\$ 4,259	\$ 4,472	\$ 4,695	\$ 4,930	\$ 5,177
Annually	\$ 46,355	\$ 48,673	\$ 51,106	\$ 53,661	\$ 56,345	\$ 59,162	\$ 62,120
Sr. Recreation Supervisor							
Hourly	\$ 30.65	\$ 32.18	\$ 33.79	\$ 35.48	\$ 37.25	\$ 39.12	\$ 41.07
Monthly	\$ 5,313	\$ 5,578	\$ 5,857	\$ 6,150	\$ 6,457	\$ 6,780	\$ 7,119
Annually	\$ 63,751	\$ 66,939	\$ 70,285	\$ 73,800	\$ 77,490	\$ 81,364	\$ 85,432
Recreation Supervisor							
Hourly	\$ 29.30	\$ 30.77	\$ 32.30	\$ 33.92	\$ 35.62	\$ 37.40	\$ 39.27
Monthly	\$ 5,079	\$ 5,333	\$ 5,599	\$ 5,879	\$ 6,173	\$ 6,482	\$ 6,806
Annually	\$ 60,947	\$ 63,994	\$ 67,194	\$ 70,553	\$ 74,081	\$ 77,785	\$ 81,674
Nature Center Director							
Hourly	\$ 29.30	\$ 30.77	\$ 32.30	\$ 33.92	\$ 35.62	\$ 37.40	\$ 39.27
Monthly	\$ 5,079	\$ 5,333	\$ 5,599	\$ 5,879	\$ 6,173	\$ 6,482	\$ 6,806
Annually	\$ 60,947	\$ 63,994	\$ 67,194	\$ 70,553	\$ 74,081	\$ 77,785	\$ 81,674
Park Supervisor							
Hourly	\$ 29.30	\$ 30.77	\$ 32.30	\$ 33.92	\$ 35.62	\$ 37.40	\$ 39.27
Monthly	\$ 5,079	\$ 5,333	\$ 5,599	\$ 5,879	\$ 6,173	\$ 6,482	\$ 6,806
Annually	\$ 60,947	\$ 63,994	\$ 67,194	\$ 70,553	\$ 74,081	\$ 77,785	\$ 81,674
Utility II							
Hourly	\$ 26.53	\$ 27.85	\$ 29.24	\$ 30.71	\$ 32.24	\$ 33.85	\$ 35.55
Monthly	\$ 4,598	\$ 4,828	\$ 5,069	\$ 5,323	\$ 5,589	\$ 5,868	\$ 6,162
Annually	\$ 55,174	\$ 57,932	\$ 60,829	\$ 63,870	\$ 67,064	\$ 70,417	\$ 73,938
Utility I							
Hourly	\$ 22.91	\$ 24.06	\$ 25.26	\$ 26.52	\$ 27.85	\$ 29.24	\$ 30.70
Monthly	\$ 3,971	\$ 4,170	\$ 4,378	\$ 4,597	\$ 4,827	\$ 5,069	\$ 5,322
Annually	\$ 47,657	\$ 50,040	\$ 52,542	\$ 55,169	\$ 57,927	\$ 60,823	\$ 63,865



Chico Area Recreation and Park District "Helping People Play"

**Staff Report 19-29
Agenda Item 7.2**

STAFF REPORT

DATE: June 20, 2019
TO: Board of Directors
FROM: Ann Willmann, General Manager
SUBJECT: Funding Measure

Discussion

At the May 16, 2019 Regular Board Meeting, the Board received information from EMC Research and Clifford Moss regarding the feasibility of public support for additional revenue for CARD. The information received indicated there was adequate support for a parcel tax, but insufficient support for both a parcel tax and a general obligation bond.

In order to stay within the established timelines, the Board will need to provide a recommendation to staff at the Board Meeting of whether or not to continue to pursue the placement of a parcel tax on the March 2020 ballot. Should the Board choose to move forward, the next steps would include the following: (1) finalize the per parcel fee to put before the voters, (2) identify how the District could bond against those funds to create a project fund, (3) continue to work with the community to establish priorities for additional funding, and (4) contract with an attorney that specializes in ballot measure preparation.

Identified Needs

The District conducted an aquatics feasibility study, a facilities feasibility study, and updated its Master Plan. Through these processes, costs associated with new construction and facility upgrades were identified. In working with the Facilities Priorities Ad Hoc Committee, a preliminary list of projects was identified. The preliminary list and costs are included in the attached spreadsheet.

Additionally, at the Board Meeting, staff will be presenting information received from Melton Design Group with regard to the possible reconfiguration of existing field space at DeGarmo Park, Community Park, and Wildwood Park. Further, staff will provide information and costs for options pertaining to an aquatic facility and gymnasium at DeGarmo Park.

Fee Parcels and Estimated Annual Revenue

There are a total of 36,739 fee parcels within CARD’s boundaries. Below is a chart that outlines the potential revenue for various per parcel fees:

Amount Per Parcel	Estimated Annual Revenue
\$60.00	\$2.2 million
\$70.00	\$2.6 million
\$80.00	\$2.9 million
\$85.00	\$3.1 million
\$110.00	\$4 million

Project Fund Options

Should the additional funding be supported by the public, CARD could bond against those funds to create a project fund. Below is a chart that outlines the potential project funds and associated debt service.

Project Fund	Annual Debt Service
\$10 million	\$631,000
\$17.9 million	\$1 million
\$26.9 million	\$1.5 million
\$36 million	\$2 million
\$50 million	\$2.8 million

For example, if a parcel tax of \$85 per parcel was approved, and we created a project fund of \$36 million, the annual debt service would be \$2 million, leaving \$1.1 million for those projects that require a subsidy.

Park Fund Balances

There are three funds available through Development Impact Fees that could be used to complete some of the identified projects.

- CARD Park Funds: \$197,858
These funds are collected directly by CARD for any new home built in the County that is within the CARD boundaries. These funds can only be used for new park development or acquisition.
- Community Park Fund: \$6,766,280
These funds are collected by the City and can only be used to acquire and develop community parks within the City of Chico boundaries. These funds could be utilized to develop additional fields and recreation spaces at DeGarmo Park.
- Neighborhood Park Fund: \$2,800,000
The City of Chico is considering the consolidation of the Neighborhood Park Zones into one Neighborhood Park Fund. Currently, there are seven (7) Neighborhood Park zones. Some of these zones will have minimal opportunity for future growth due to existing housing density. Therefore, it is the recommendation of City staff to

consolidate these funds into one. There is currently a neighborhood park being planned for the North West Chico Specific Area that would utilize approximately \$1 million, leaving \$1.8 million for other neighborhood park development. CARD could request the use of these funds to construct a new neighborhood park on the Ceres Avenue site. These funds can only be used for construction and would not be available for future maintenance. The District would have to fund the maintenance through its General Fund, which would be approximately \$70,000 a year.

Revenue Currently Collected through Assessments - \$168,000

The District currently has 3 assessment districts, which include Oak Way Park, Peterson Park, and Baroni Park. The annual cost to administer these assessments is \$12,700, which leaves a net revenue of \$156,700.

Timeline

There is considerable work that still needs to be accomplished prior to passing a Resolution in October 2019 to meet the November 2019 deadline established by the County.

July - August

- Establish priorities for additional funds and continue conversations with the Community. This would involve public workshops to share ideas and identify the need for additional funds and how those funds would be utilized. This would include contracting with Clifford Moss for approximately \$20,000 for Phase II of the communications strategy.
- Establish timeline for facility improvements and construction should funds become available.
- The District would need to retain an attorney that specializes in public ballot measures. This work should start immediately so we can prepare a draft document for September, and be prepared for the final vote of the Board of Directors in October 2019.

September

- Review draft ballot and work with attorney to finalize language.
- Determine the per parcel fee.

October

- CARD Board of Directors considers Resolution to place a parcel tax on the March 2020 ballot. This would include final approval of ballot measure language.

Early November

- Butte County deadline to submit ballot measures.

Financial Impact

There is currently \$130,000 in the 2019/2020 draft budget for funding measure planning. These funds would be used for the communications consultant, attorney services, and educational materials for communication to the public. Should the Board pass a formal

Resolution to place a parcel tax on the March 2020 ballot, District funds may only be used to provide educational materials discussing how the funds would be used. This may include brochures, direct mail pieces, website, and social media.

Recommendation

It is recommended that the Board of Directors direct staff to continue to pursue the placement of a parcel tax on the March 2020 ballot, and direct staff to (1) enter into a contract with Clifford Moss for Phase II of the communications strategy, (2) secure legal counsel to draft the ballot measure, (3) begin developing educational materials, and (4) conduct community outreach meetings to share District needs and gather community feedback.

By _____
Ann Willmann
General Manager



Cost Estimates for New Facilities and Upgrades

Item	Location	Estimate Low	Estimate High	Estimated Annual Subsidy
Aquatics Facility	DeGarmo	\$ 14,000,000	\$ 16,000,000	\$ 350,000
Gym (2 court or 4 court)	DeGarmo	\$ 12,000,000	\$ 24,000,000	\$ 350,000
2 synthetic fields	DeGarmo	\$ 3,500,000	\$ 4,000,000	\$ 150,000
Additional Elements to complete DeGarmo (parking, restrooms, landscaping, etc.)	DeGarmo	\$ 5,500,000	\$ 7,000,000	
Ceres Avenue park development	Ceres Ave	\$ 1,000,000	\$ 1,750,000	\$ 70,000
Dog Park development	TBD	\$ 250,000	\$ 500,000	\$ 50,000
CARD Community Center interior/building upgrades	CARD Center	\$ 700,000	\$ 820,000	
Lakeside Pavilion patio and walkway upgrades	Lakeside Pavilion	\$ 650,000	\$ 1,000,000	
Restroom addition, upgrades, new maintenance yard	Community Park	\$ 1,000,000	\$ 1,000,000	
Field upgrades including irrigation and fencing	Hooker Oak Park	\$ 660,000	\$ 660,000	
Turf improvements, including irrigation	Wildwood Park	\$ 350,000	\$ 350,000	
Playground replacements	Oak Way, Rotary Park, Community Park	\$ 600,000	\$ 600,000	
ADA upgrades	District wide	\$ 820,000	\$ 1,000,000	
Total		\$ 41,030,000	\$ 58,680,000	\$ 970,000

Potential Funding Options		
Total Project Costs	\$ 41,030,000	\$ 58,680,000
Community Park Funds	\$ 6,766,280	\$ 6,766,280
Neighborhood Park Funds	\$ 1,800,000	\$ 1,800,000
CARD Park Fund	\$ 197,858	\$ 197,858
Required Project Fund	\$ 32,265,862	\$ 49,915,862

Annual Debt Service on Fund	\$ 2,000,000	\$ 2,800,000
Required Annual Subsidy	\$ 970,000	\$ 970,000
Annual Revenue Necessary	\$ 2,970,000	\$ 3,770,000
Estimated Per Parcel Fee	\$ 85	\$ 110

CliffordMoss has worked with qualified polling firms across the state of California. For your project, while we are not “teaming” in this proposal with a pollster, we would recommend either EMC Research or True North Research. Both have experience in Chico (We did CUSD with EMC and they have polled for you and True North is polling for the City of Chico right now). We also work often and well with Godbe research and FM3.

Our initial thinking is that you should poll after the short opinion leader listening exchange, discussed in PHASE 1A in the February-March time frame. We are open to collaboration on this though.

Our Feasibility work together will provide the CLARITY needed to navigate the way forward.

There are 3 possible outcomes of the Feasibility Phase (1B):

- ◆ **BEST: PROCEED TO BALLOT.** Feasibility is present. Continue to get “election ready.”
- ◆ **PROCEED WITH CAUTION.** Some but not all signs of Feasibility are present. In this case we may move forward; however, we may face some tough decisions in order to stay in alignment with what we know your CARD voters will support.
- ◆ **STOP - REGROUP.** If significant risks emerge out of the Feasibility process, we will tell you so – even if it means telling you that your vision to go to the ballot is overly ambitious and more time is needed to prepare your community for electoral success.

If Feasibility is determined and the evidence shows that a ballot measure is winnable, our process continues...

PHASE 2: Public Education & Ballot Measure Preparation
Timeline: April – December 2019

There is strong evidence in the current political environment – on top of numerous state taxes now impacting local taxpayers – that pursuing a revenue measure in 2020 will come with some risk. Current projects we’re guiding up and down the state, as well as recent measures sponsored by others in your area, provide ample evidence of built-in opposition, whether from individuals or organized opposition interests that may seek to keep you from achieving your goal. To be successful, you will need an “all hands on deck” approach **AND** an experienced tax election team.

In Phase 2, our goal will be to get you “election-ready.” Expect the following:

- 1. Strategic consensus as we begin Phase 2 – i.e. team agreement about where we stand, what package and schedule we’re aligning with, and which election we’re targeting.** Armed with Phase 1 results and data, the CliffordMoss team helps you plan for a Phase 2 effort that helps you build the momentum necessary to move down the electoral path.
- 2. Effective communications & stakeholder engagement.** We employ a messaging strategy to ENGAGE voters and other stakeholders in compelling, memorable ways. We take the time to listen and learn from those most likely to influence the outcome of your election.

Proven strategies we will use (especially with voters!) to engage and listen include:

Effective Use of TIME. Effective use of the time to meaningfully communicate with the various Chico area constituencies – from the unincorporated communities to senior citizens to young voters – will be valuable in enabling you to both calibrate the targeting of your communications and to create streamlined methods of sharing information that are the highest and best use of your precious resources. The sooner this process begins, the better.

“Outbound” Public Information & Communications Support. We will review your existing communications operation with a strategic lens to identify opportunities for improving organic rapid-response capabilities/results; reaching additional audiences; engaging grassroots organizations and leaders to participate in the discussion through micro-networks; and customizing communications tools to facilitate more participation in the conversation, especially at the ground-community level.

Message. After we conduct our diagnostics (including research of past efforts and other ballot measures), we will develop a message for your outreach effort. Messaging is key. (Your measure needs an identity, a brand. It needs to be more than just “keep the Chico Area Recreation & Park District financially stable.”) Your measure needs to tell a story that resonates with voters. Our job will be to localize that story for your community and voters.

NOTE: Creative, Compelling Branding is a CliffordMoss Specialty. Unlike “volume shops” in our industry, CliffordMoss takes great care in building a look and brand that fits the uniqueness of **your** story, **your** volunteers, and **your** community of voters. It does not need to be flashy, but it needs to resonate with your CARD voters. Here you will find an example of a brand/logo visual we created for the Hayward Area Park and Recreation District revenue measure.

HARD – November 2016
Bond Measure Campaign

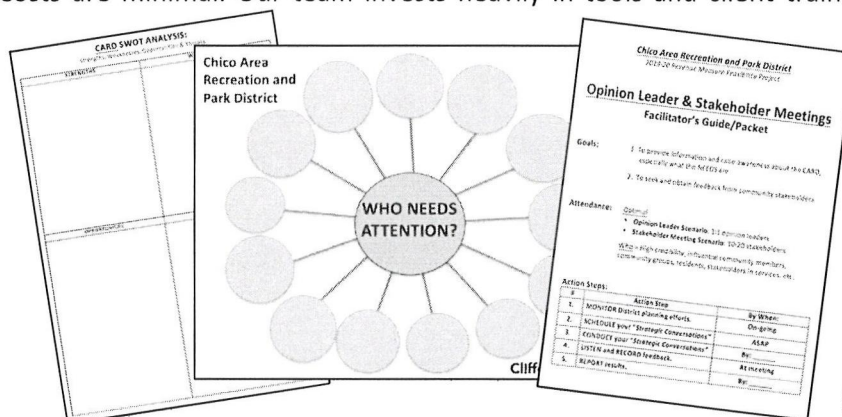


Public Education. Our shared goal with this effort will be to create alignment in the larger Chico community around the need for and benefits of your public services expenditure plan. **Our goal will be to bring a greater understanding to the voter community of the vital role you play as the Chico Area Recreation & Park District, and why your CARD services are vital to a thriving community.**

There is a particular science to the work we do here. First, we will want to do further review of historic polling data along with any current research you’ve completed to get a good sense of your baseline. Armed with proper data, we will employ a refined version of the messaging strategy to engage stakeholders and the public (much of this will be completed in the 30-day launch window). CliffordMoss has many **proven tools** in our communications “tool kit,” including strategies to hold down costs while communicating effectively in a robust public outreach plan.

Your plan could benefit from the following proven CliffordMoss tools/strategies:

- **Opinion Leader and Stakeholder Work.** We use and recommend this methodology to engage community leaders as early as possible. As part of this effort we may guide you in the process of “**network-mapping**” the community and engaging those who lie on the network map in opinion leader interviews and other strategic meetings to get their sense of the community, your needs, and your goals. Costs are minimal. Our team invests heavily in tools and client training to maximize impact.



- **Public Meetings.** We recommend this methodology with selected county, neighborhood, and community groups to engage, educate, and seek input that can be reflected in the expenditure plan. The dollar cost of this tool is minimal. Our CliffordMoss team invests heavily in tools and client training here to maximize impact.
- **Agency-Sponsored Informational Outreach.** Even during the election window, public agencies are permitted to provide information about a ballot measure to the public provided that the material is factual and does not advocate up or down on the measure. This is often a one-page flyer printed on both sides if needed that is produced in large quantity at very modest cost. (In fact, it is a disadvantage for it to look at all expensive.) It can be provided at events or be set out at various locations. Informational presentations can also take place where activities that are already planned take place – at very little extra cost.
- **Direct Mail.** Direct mail is still the most effective way to communicate with voters at all levels. We typically use direct mail programs pre-electorally to enhance public engagement and LISTENING efforts.
- **Traditional Media.** We will provide messaging, an outreach plan, and media training for potential spokespeople, including project leaders, participating elected officials, and volunteers. We will train you to tell your story effectively, including: creating message discipline, defining media targets, creating news releases and media advisories, and preparing for meetings with local editorial boards.
- **Online and Social Media.** Your **online platform** should include: a website, a Facebook page, an email marketing platform, a database of supporters, and other online tools. Using these platforms, we will also have the ability to promote to and engage key community targets through social media channels so that we can combine ground efforts with online efforts for maximum impact.
- **Messaging around Key Specific Stakeholders.** If the district’s ballot measure has been vetted by key groups, such as the Chico Taxpayers Association and the group has taken a position on the measure, we will want to discuss and strategize about the implications of that position and develop appropriate communications. If CliffordMoss is chosen to be your partner in this project, we look forward to strategizing on this topic early in the process.

3. Track as We Go. Our proven tracking system and tools will help you track strategic highlights of the input obtained and which areas of the district are getting attention. Beyond research to be conducted by your pollster of choice, the live stakeholder and opinion leader feedback gathered in our proposed process will be critical to building and validating the final “packaging” for your measure.

4. Work with You to Effectively Package Your Measure. We will work with you to complete the following ballot measure preparation essentials:

- Collaborate with you and CARD consultants on final revenue measure components
- Provide guidance on engaging skeptics and opponents EARLY on your measure plan
- Finalize core messaging (we know the words and format that work best with voters!)
- Prepare your ballot language including the all-important 75-word Ballot Statement
- Work with you, the district’s legal counsel, and the County Registrar of Voters (ROV) to ensure that your ballot measure package filed is the right package for electoral success
- Provide guidance on media efforts to help position the district effectively
- Provide ongoing strategic counsel to help you navigate the political terrain

In short, our role is to bring the unique, neutral and experienced revenue measure election expert perspective to your team, **working with you** to customize and drive your process in ways that form the foundation to mobilize support and eventually win the election down the line.



Chico Area Recreation and Park District "Helping People Play"

**Staff Report 19-30
Agenda Item 8.1**

STAFF REPORT

DATE: June 20, 2019

TO: Board of Directors

FROM: Heather Childs, Finance Manager

SUBJECT: RESOLUTION 19-10 OF THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT ESTABLISHING APPROPRIATIONS LIMITS FOR THE 2019-2020 FISCAL YEAR

DISCUSSION:

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

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

For fiscal year 2019-2020, the estimated tax proceeds appropriated by CARD in the budget are under the appropriation limit. The proposed appropriation limit for the fiscal year 2019-2020 is \$11,899,983. This is the maximum amount of tax proceeds the District is able to appropriate and spend in the fiscal year. The appropriations subject to the limit are \$4,445,097, leaving the District with an appropriations capacity of \$7,454,886.

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

RECOMMENDATION:

It is recommended that the Board of Directors adopt Resolution 19-10 of the Board of Directors of the Chico Area Recreation and Park District establishing Appropriations Limits for the 2019-2020 Fiscal Year at \$11,899,983.

By: _____
Heather Childs
Finance Manager



CHICO AREA RECREATION AND PARK DISTRICT

545 VALLOMBROSA AVE, CHICO, CA 95926
PHONE (530) 895-4711 FAX (530) 895-4721

RESOLUTION 19-10

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHICO AREA RECREATION AND PARK DISTRICT ESTABLISHING APPROPRIATIONS LIMITS FOR THE 2019-2020 FISCAL YEAR

WHEREAS, Proposition 4 provides that each public agency in the State of California establish an appropriations limit as provided for in Proposition 4; and

WHEREAS, the intent of the Board of Directors of the Chico Area Recreation and Park District is to comply with the provisions of Proposition 4;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Chico Area Recreation and Park District establishes appropriations limits in the amount of \$11,899,983 for the 2019-2020 Fiscal Year.

Passed and adopted by the Board of Directors of Chico Area Recreation and Park District at its regular meeting on June 20, 2019, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Michael Worley
Board Chair

Ann Willmann
Secretary to the Board

CHICO AREA RECREATION AND PARK DISTRICT APPROPRIATION LIMIT 2017-2018

PRIOR YEAR LIMIT	FACTOR	NEW LIMIT
\$9,491,133.47	1.2538	\$11,899,983.14

PROJECTED BUDGET REVENUE

	TAX PROCEEDS	NON-TAX PROC	INTEREST	TOTAL
PRO RATA SHARE OF TAX RATE	\$2,860,000.00			\$2,860,000.00
CURRENT YEAR UNSECURED	\$200,000.00			\$200,000.00
CURRENT YEARS SUPPLEMENTAL	\$40,000.00			\$40,000.00
HOMEOWNERS SUBVENTION	\$50,000.00			\$50,000.00
PRIOR YEAR TAXES & MISC TAX	\$9,000.00			\$9,000.00
RDA PASS THROUGH	\$1,250,000.00			\$1,250,000.00
				\$0.00
INTEREST INCOME			\$71,500.00	\$71,500.00
				\$0.00
OTHER REVENUE		\$550,988.00		\$550,988.00
CHARGES FOR CURRENT SERVICE		\$3,688,144.00		\$3,688,144.00
DEVELOPER PARK FEE		\$85,000.00		\$85,000.00
STATE BOND FUNDS (Restricted)		\$0.00		\$0.00
CAPITAL PROJECTS PAID BY CITY OF CHICO		\$0.00		\$0.00
PROCEEDS & NON-PROCEEDS FROM BUDGETED REVENUE	\$4,409,000.00	\$4,324,132.00	\$71,500.00	\$8,804,632.00
TOTAL LESS INTEREST				\$8,733,132.00
PERCENTAGE OF TOTAL	50.49%	49.51%		100.00%
INTEREST BASED ON PERCENTAGE	\$36,097.42	\$35,402.58		\$71,500.00
TOTAL PROCEEDS & NON-PROCEEDS	\$4,445,097.42	\$4,359,534.58		\$8,804,632.00
TOTAL APPROPRIATIONS SUBJECT TO LIMIT	\$4,445,097.42			\$4,445,097.42
APPROPRIATIONS LIMIT	\$11,899,983.14			
REMAINING APPROPRIATION CAPACITY	\$7,454,885.72			

FACTOR CALCULATIONS

Per Capita Cost of Living Change	3.85		
Population Change (Used Chico Change)	20.73		
Per Capita converted to ratio	100	1.0385	A
Population converted to a ratio	100	1.2073	B
Calculation of Factor (A x B)		1.2538	



Chico Area Recreation and Park District "Helping People Play"

**Staff Report 19-31
Agenda Item 8.2**

STAFF REPORT

DATE: June 20, 2019
TO: Board of Directors
FROM: Heather Childs, Finance Manager
SUBJECT: TIME EXPIRED WARRANTS POLICY

DISCUSSION:

The District draws checks on funds held in both the County of Butte bank account and the District's Golden Valley Bank account. Warrants drawn on both accounts become void 6 months after the date of issuance. California Government Code specifically addresses procedures for voided warrants. Staff addresses voided warrants on a monthly basis, however the District does not currently have a policy for time expired warrants. Attached for your review is a Time Expired Warrants Policy. This policy will provide guidance to staff on how to address voided warrants in compliance with California Government Code.

RECOMMENDATION:

It is recommended that the Board of Directors of the Chico Area Recreation and Park District approve the Time Expired Warrants Policy.

By: _____
Heather Childs
Finance Manager

CHICO AREA RECREATION AND PARK DISTRICT
Time Expired Warrants Policy
Adopted by the Board of Directors on June 20, 2019

PURPOSE: To define the practice and protocol for handling time expired warrants issued by the Chico Area Recreation and Park District.

CODES AND REFERENCES: GC 50050 et seq, GC 29800 et seq.

APPLICABLE TO: All Chico Area Recreation and Park District issued warrants.

COUNTY OF BUTTE:

Some of the Chico Area Recreation and Park District warrants are issued through the County of Butte bank account. The County of Butte has determined warrants drawn on County Funds will have a six-month active life from the date of issuance. Un-cashed warrants beyond the six-month active life period are no longer valid and shall be classified as a time expired warrant.

The Butte County Auditor-Controller's Office has the responsibility for reviewing and canceling uncashed time expired warrants issued on the County's behalf. It is the Auditor-Controller's Office policy to review and process time expired warrants on a monthly basis. Warrants that are still outstanding as of 1 year and 1 month after the issuance date are canceled in the County's SunGard System. If the canceled warrant is originated from a Special District Fund, the amount is not moved to the Time Expired Fund. They are instead applied back to the expenditure account and the cash remains in the Fund.

POLICY:

All Chico Area Recreation and Park District Warrants will become Void if not presented for payment within six months after the date of issuance.

Warrants that have been Time Expired by the Butte County Auditor-Controller's Office shall also be Time Expired by the Chico Area Recreation and Park District in their system.

Warrants that are still outstanding as of 1 year and 1 month after the issuance date, that are issued out of the Chico Area Recreation and Park District's Golden Valley Bank Account will be Time Expired in CARD's system.

If the time expired warrant is for an amount of \$14.99 or less, the amount will be immediately transferred to the General Fund.

If the time expired warrant is for an amount of \$15.00 or more, it shall be posted on the Chico Area Recreation and Park District's Website with the following information: Check Date, Name of Payee and Amount.

CHICO AREA RECREATION AND PARK DISTRICT
Time Expired Warrants Policy
Adopted by the Board of Directors on June 20, 2019

At the beginning of every Fiscal Year, the Chico Area Recreation and Park District will publish a notice once a week for two consecutive weeks, in a newspaper of general circulation published in Butte County, for all warrants in the Time Expired Fund in an amount of \$15.00 or more, that have been unclaimed for at least three years from the issuance date. The notice will contain the following information:

- The warrant amount
- The fund in which it is held
- The money will become the property of the Chico Area Recreation and Park District on a specific date between 45-60 days after the first publication date.
- After the date specified, any money still on that list will be taken to the Chico Area Recreation and Park District's Board of Directors for authorization to be moved to the General Fund.

Annually, the Chico Area Recreation and Park District's finance staff will present a listing of outstanding warrants to the Board of Directors for approval to transfer the total amount to the General Fund.

Anytime within 2 years and 6 months of the date of issuance of a warrant, the payee of that warrant may present the original warrant to the Chico Area Recreation and Park District's finance office and a new warrant can be issued, per Government Code section 29802 (b). If the payee does not have the original warrant to present, they can sign a lost or stolen affidavit and a new warrant can be issued.

After 2 years and 6 months of the date of issuance of a warrant for an amount less than \$1,000.00, the payee of that warrant may present the original warrant to the Chico Area Recreation and Park District's finance office and a new warrant can be issued, per Government Code section 29802 (b). If the payee does not have the original warrant to present, they can sign a lost or stolen affidavit and a new warrant can be issued.

After 2 years and 6 months of the date of issuance of a warrant for an amount of \$1,000.00 or more, the payee may write a letter to the Chico Area Recreation and Park District Board of Directors requesting a new check, and with that letter submit the original warrant, per Government Code section 29802 (c). The decision then remains with the Board to approve or deny the request.



Chico Area Recreation and Park District "Helping People Play"

**Staff Report 19-32
Agenda Item 8.3**

STAFF REPORT

DATE: June 20, 2019
TO: Board of Directors
FROM: Ann Willmann, General Manager
SUBJECT: Light Upgrades Utilizing PG&E On-Bill Financing

Discussion

CARD has been working with the North Valley Energy Watch program that is currently being managed by Nortec. This program provides opportunities for agencies to participate in PG&E on-bill financing to complete light retrofit projects that will reduce the energy use of existing light fixtures.

On-bill financing through PG&E enables agencies to complete these retrofits without large capital outlay. Once installed, PG&E will finance the project with 0% interest. The repayment of the loan occurs when CARD pays their PG&E bill as it would have been with the old lighting installed. The new lighting will generate an energy savings, and that savings is what is used to pay the retrofit loan. Therefore, CARD would not see an increase to their electric costs. Once the loan has been repaid, CARD would start to recognize a savings for electricity.

RHA contracts with the North Valley Energy Watch program to conduct a complete evaluation of current energy use and identifies projects that would benefit from converting existing lighting to Light Emitting Diode (LED). Through this process, RHA provides recommended conversions, the cost of those conversions, and the estimated on-bill financing repayment period. Results of the evaluation are outlined below

Location	Retrofit	Estimated Cost	Estimated Payback Years
Community Park	Sports field lighting, parking lot lights, general park lights	\$195,294.20	1.45
Hooker Oak Park	Sports field lighting, parking lot lights, general park lights	\$133,453.42	1.51
DeGarmo Park	Sports field lighting, parking lot lights, general park lights	\$225,762.24	.65
Wildwood Park	Sports field lighting, parking lot lights, general park lights	\$96,291.91	1.74
CARD Community Center	Parking lot lights, outdoor general lighting	\$17,044.89	2.81
Pleasant Valley Center	Parking lot lights, outdoor general lighting	\$478.63	1.39
Rotary Park	Park lighting	\$849.66	.97
Baroni Park	Park lighting	\$927.40	1.46
Dorothy Johnson Center	Parking lot lights, outdoor general lighting	\$20,953.73	2.73
Humboldt Skatepark	Park lighting	\$777.59	4.05
Lakeside Pavilion	Outdoor lighting	\$2,353.20	4.43

Should this project be approved, RHA will secure a licensed electrician to complete the work. This will be a prevailing wage project and all contractors working on the project will be registered with the Department of Industrial Relations to work on public projects.

Conclusion

As stated in our recent voter poll, park safety and park improvements are a high priority for our community. This project would allow us to make the necessary improvements without requiring the typical out of pocket expenses associated with capital projects. The improvements to the lighting will be significant to all of the above facilities. Several of our facilities already have burned out sports lighting. In order for the District to address this, we historically have waited until there are multiple replacements needed and then are required to rent a lift to complete the project. Should the Board approve this project, all sports fields will have improved lighting and will require less frequent light maintenance.

Recommendation

It is recommended that the Board of Directors authorize the General Manager to (1) enter into an agreement with RHA to facilitate the light retrofit, (2) approve the submittal of the On-Bill Financing Supplement and Application, and (3) authorize the General Manager to execute any associated agreements and applications to complete the project.

By _____
 Ann Willmann
 General Manager



Financing Supplement to the Energy Efficiency Retrofit Program Application

The Energy Efficiency Retrofit Loan Program (the "Program") is funded by California utility customers and administered by Pacific Gas and Electric Company (PG&E) under the auspices of the California Public Utilities Commission (CPUC). The Program provides qualified PG&E customers with a means to finance energy-efficient (EE) retrofit projects implemented under select PG&E EE Programs (the "Qualified Program"). The loans issued under the Program are interest-free, unsecured loans to fully or partially reimburse qualified PG&E customers for the costs they incur in connection with a qualified retrofit project (the "Retrofit Project"), which term shall mean the energy efficiency retrofit project described in Customer's relevant Energy Efficiency Program Application.

Conditions for Eligibility: Participation in the Program is limited to PG&E customers that meet the following conditions and satisfy these conditions throughout the duration of the Retrofit Project up to and including the date of Final Verification (defined below in Section 8): (a) the PG&E customer must be a business ("Commercial Customer") or a federal, state, county or local government agency ("Government Customer").* Commercial Customers and Government Customers are collectively referred to as "Customer;"

(b) Customer currently receives service from PG&E at the location of the Retrofit Project (the "Location"); (c) Customer has continually maintained an active PG&E account for the previous 24 months and has a minimum of 12 months of historical metered energy usage at Customer's current Location; (d) at the time the Customer's Program Application is Approved and Customer's Loan Agreement is executed, and at the time the loan is to be funded following completion of the Retrofit Project and satisfaction of all other requirements of the Loan Agreement, Customer must be in good credit standing, as determined by PG&E through credit review which may include a commercial credit check and a bill history review, which may be based upon the following and other criteria:

- a. No 24-hour disconnection notices in the last 12 months;
- b. No returned payments within the last 12 months;
- c. No more than 1 payment arrangement in the last 12 months;
- d. No broken payment arrangements within the last 12 months;
- e. No deposit assessed within the last 12 months; and
- f. The Retrofit Project qualifies and Customer is eligible for an incentive under the Qualified Program.

Loan Features: The loans offered under the Program are interest-free (0%) and free of any fees, late payment penalties or other charges. The loan terms and conditions are set to provide simple payback from energy savings during the maximum allowed loan term, and are calculated by dividing the loan amount (eligible project cost less Qualified Program Incentives) by the estimated monthly energy savings resulting from the Retrofit Project. The ensuing number of monthly payments must not exceed the Maximum Loan Term set forth in chart below ("Loan Amount and Term Limitations").

Eligibility: Prior to purchasing and installing any energy-efficient measures or equipment under the Qualified Program, Customer must satisfy the eligibility requirements of both the Program and Qualified Program. Because energy efficiency projects in progress are ineligible under the Program, Customer must have an inspection of the Retrofit Project and Location conducted and completed by PG&E before commencing any work or purchasing any equipment for the Retrofit Project.

Inspection: PG&E will assist Customers in understanding the energy efficiency measures available under the Qualified Program and will answer their questions concerning this Program. After Customer has decided upon the measures that comprise the Retrofit Project, PG&E will request an engineering review, perform an inspection of the Location, calculate the Loan Terms and prepare the Loan Documents. Thereafter, PG&E will provide Customer with a copy of the inspection report, a Loan Agreement, the Application, the applicable On-Bill Financing (OBF) Gas and/or Electric Rate Schedule and Loan Calculation Summary Sheet (collectively, the "Loan Documents").

Loan Documents: If the terms of the loan are acceptable, Customer shall execute the Loan Documents and return them to PG&E prior to the commencement of the Retrofit Project. Incomplete or incorrect applications cannot be processed and may result in the delay of PG&E's approval and possible disqualification from the Program. Customer may withdraw this Application for any reason without penalty by sending written notice to PG&E.

Customer's Responsibilities for Contractor and Vendor: Upon PG&E's notification to Customer that the Retrofit Project is eligible for the Program, Customer may begin the Retrofit Project pursuant to the contract agreed upon by Customer, its contractor or vendor. PG&E does not endorse or recommend any particular contractor or vendor nor does PG&E review any contractor or vendor proposals. Rather, Customer shall be solely responsible for reviewing the feasibility of the contractor's and vendor's proposal(s) and verifying their respective qualifications, pricing, energy savings, warranties and the terms and conditions of the contractor's and/or vendor's contract with Customer.

Loan Amount and Term Limitations

Interest	0%, with no additional fees or charges
Minimum Loan Amount	\$5,000
Maximum Loan Amount	\$250,000 (up to \$4,000,000 with approved exception)
Maximum Loan Term, not to exceed the Expected Useful Life [EUL] of the measures	120 months

*Residential customers are ineligible.

PG&E Disclaimers: CUSTOMER'S DESIGN OF THE RETROFIT PROJECT AND SELECTION AND USE OF ENERGY EFFICIENCY EQUIPMENT, MEASURES AND SELECTION OF CONTRACTORS AND VENDORS IS AT CUSTOMER'S SOLE DISCRETION AND AT CUSTOMER'S SOLE RISK. TO THE EXTENT PERMITTED BY APPLICABLE LAW, PG&E EXPRESSLY AND SPECIFICALLY DISCLAIMS ANY LIABILITY IN RESPECT OF ANY ADVICE, INFORMATION OR OTHER INSTRUCTION PROVIDED BY OR ON BEHALF OF PG&E TO CUSTOMER IN CONNECTION WITH THE QUALIFIED PROGRAM, PROGRAM OR RETROFIT PROJECT. PG&E DOES NOT WARRANT OR BEAR ANY RESPONSIBILITY FOR ANY OF THE FOLLOWING:

- a. THE WORK PERFORMED BY CUSTOMER'S CONTRACTOR(S) OR VENDOR(S), THAT THE RETROFIT PROJECT IS APPROPRIATE FOR THE LOCATION;
- b. THE RETROFIT WILL RESULT IN OR YIELD ANY ENERGY EFFICIENCY SAVINGS OR A SPECIFIC AMOUNT OF ENERGY EFFICIENCY SAVINGS OR OTHER REDUCTION IN CUSTOMER'S PG&E UTILITY BILL AFTER COMPLETION OF THE RETROFIT PROJECT;
- c. THE CONTRACTOR'S OR VENDOR'S SERVICES WILL BE TIMELY, COMPLETE OR ERROR-FREE, OR THAT DEFECTS IN THE RETROFIT PROJECT WILL BE CORRECTED BY SUCH INDIVIDUALS;
- d. ANY ERRORS, OMISSIONS, DEFECTS OR DELAYS IN THE DESIGN OR CONSTRUCTION OF THE RETROFIT PROJECT OR THE OPERATION OF ANY ENERGY EFFICIENCY MEASURES INSTALLED AT THE LOCATION.

Verification: Upon completion of the Retrofit Project, Customer shall request PG&E's post-completion inspection and final verification that the Retrofit Project has been completed in conformity with the requirements of the Qualified Program and that customer remains eligible (the "Final Verification").

- a. If there has been any change to the Retrofit Project's scope, cost and/or incentives available under the Qualified Program or energy savings, Customer will be required to enter into a Loan Modification Agreement with PG&E, which may include new contract terms reflecting the changes in the Retrofit Project. (If a Loan Modification Agreement is required, it shall be deemed part of the "Loan Documents.")

- b. If the changes to the Retrofit Project are such that it no longer meets the Program's payback criteria or other conditions, the Retrofit Project will be considered ineligible, the Loan Agreement will be terminated and no loan proceeds will be disbursed.
- c. IF PG&E DETERMINES, IN ITS ABSOLUTE DISCRETION, THAT CUSTOMER'S CREDIT HAS DETERIORATED OR HAS OTHERWISE PLACED CUSTOMER'S REPAYMENT OF THE LOAN AT RISK, THE LOAN PROCEEDS SHALL NOT BE ISSUED, EVEN THOUGH THE RETROFIT PROJECT MAY HAVE BEEN SATISFACTORILY COMPLETED AT CUSTOMER'S EXPENSE.

Disbursements: Subject to and following PG&E's satisfactory Final Verification, an incentive check and the loan proceeds will be issued to Customer or, at Customer's written direction, to Customer's contractor or vendor.

General Provisions:

- a. Applications for loans under the Program will be accepted from qualified Customers on a first-come, first-served basis until the funds allocated by PG&E for the Program are no longer available. The Program may be modified or terminated by the CPUC or PG&E at any time and without prior notice. However, termination of the Program following execution of a Loan Agreement by Customer will not affect that Loan Agreement, or, if Customer thereafter satisfies all Program conditions, the disbursement.
- b. The loan proceeds may only be used to pay or reimburse Customer for implementing or installing energy-efficient measures or equipment through the Qualified Program.
- c. If there is any conflict between the terms of any document relating to the Program, the Loan Documents shall control.
- d. For all retrofit projects, including but not limited to streetlight, HVAC and lighting retrofits, Customer acknowledges and understands that Customer is able to use the installation vendor or contractor of their choice.
- e. The customer confirms that the OBF loan funds are required for the project to be completed, and that without the loan funds the project would not otherwise be able to be completed with the same scope or within the same time-frame.

I have read, understand and agree to all of the Energy Efficiency Retrofit Loan Program requirements and terms and conditions set forth in this Program description. I understand that loan calculations will be based on pre-inspection results and on the applicable program documentation, and that my agency/company must meet all eligibility criteria and requirements in order to participate in the Program. Any unapproved changes to project scope, costs or run hours, or to my agency's/company's creditworthiness, between the time the Loan Documents are accepted and signed and the Retrofit Project is completed and the project's and my agency's/company's continued eligibility are verified, could result in loan ineligibility.

Legal Name of Business (i.e., the formal name on your tax return) _____ Authorized Representative's Printed Name _____

Authorized Representative's Signature _____ Title _____ Date _____

Tax identification information (select one):

- Federal Tax ID Number: _____
- Social Security Number: _____

FOR PG&E USE ONLY:

PG&E OBF Administrator _____ Printed Name _____ Date _____

Retrofit Program Application Number _____ OBF Application Number _____





Chico Area Recreation and Park District "Helping People Play"

Staff Report 19-33
Agenda Item 8.4

STAFF REPORT

DATE: June 20, 2019
TO: Board of Directors
FROM: Ann Willmann, General Manager
SUBJECT: Vehicle Surplus

Discussion

The District currently owns a 2006 Chevy Uplander minivan, and a 2007 Chevy HHR. These vehicles have historically been used by the recreation division to transport supplies to and from programs and events. While in the past there was a need for two vehicles, staff has determined that the needs can be met with just one vehicle. The 2006 Uplander was involved in a small fender bender and due to the age of the vehicle, the insurance company has totaled the vehicle.

In order to meet the needs of the District, staff is recommending that we surplus both vehicles and combine the insurance proceeds and sale proceeds to help fund a small utility van that can transport program supplies and equipment.

Financial Impact

The amount received from the insurance company for the Uplander was \$2,050. The value of the HHR is approximately \$3,000. A preowned utility van can be purchased for approximately \$24,000. Therefore, staff is recommending that we utilize the insurance proceeds, the sale proceeds, and \$20,000 from contingencies to purchase a preowned utility van.

Recommendation

It is recommended that the Board of Directors authorize the General Manager to surplus the 2006 Chevy Uplander and the 2007 Chevy HHR, and purchase a utility van utilizing contingencies not to exceed \$20,000.

By _____
Ann Willmann
General Manager