
BOARD OF DIRECTORS REGULAR MEETING

Thursday, March 28, 2024 – 4:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711
Agenda posted prior to 4:00 PM Monday, March 25, 2024

BOARD MEMBERS

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

CARD STAFF

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

LEGAL COUNSEL

Jackson Glick, Sac Valley Law

A G E N D A

Zoom Meeting Information:

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

Meeting ID: 816 0763 6750

Passcode: 156857

1. CALL TO ORDER

1.1. Roll Call

2. PUBLIC COMMENTS

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

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

3.1. Minutes of the Regular Meeting of the Board of Directors on February 22, 2024

3.2. January and February 2024 Monthly Financial Report (Staff Report FI-24-011)

3.3. Updated Policies (Staff Report 24-014)- *Action Requested: Board of Directors approve updated policies.*

District Staff have updated the following policies to ensure compliance with the recent legislative requirements:

- 2170 – Refund Policy

4. REGULAR AGENDA

4.1. Committee Report Out – *Information provided/possible action*

4.1.1. Finance Committee

4.1.2. Facility Committee (No Meeting)

4.2. Resolution Adopting the Preliminary Budget for Fiscal Year 2024-2025 (Staff Report FI-24-012 & Resolution 24-005) *Action Requested: Board of Directors adopt the preliminary budget.*

Resolution 24-005 adopts the Preliminary Budget for the 2024-2025 fiscal year, makes it available for public inspection, and determines that the public hearing regarding the Preliminary Budget will be conducted on April 25, 2024, at the Regular Board Meeting, and the Board will consider adoption of the Final Budget at the Regular Board Meeting on May 23, 2024.

4.3. Items Removed from the Consent Agenda

5. NEW BUSINESS

6. DIRECTOR COMMENTS

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

7. STAFF COMMENTS

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

- Recreation Update (Staff Report 24-015)
- Parks and Facilities Update (Staff Report 24-016)
- General Manager Update (Staff Report 24-017)

8. CLOSED SESSION

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

9. ADJOURNMENT

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

BOARD OF DIRECTORS REGULAR MEETING MINUTES

February 22, 2024 – 4:00 P.M.

Board Members Present: Michael McGinnis, Chair
Tom Lando, Board Member
Christopher Norden, Board Member
Michael Worley, Board Member

Board Members Absent: Dave Donnan, Vice-Chair

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

Legal Counsel Present: Jackson Glick, Attorney at Law

1. CALL TO ORDER

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

2. PUBLIC COMMENTS

There were no public comments.

3. CONSENT AGENDA

- 3.1. Minutes of the Regular Meeting of the Board of Directors on January 25, 2024
- 3.2. December 2023 Monthly Financial Report (Staff Report FI-24-005)
- 3.3. Levy Administration (Staff Report FI-24-007 and Resolution 24-004) *Board of Directors directs SCI Consulting Group to prepare the Engineer's Report for the Oak Way, Amber Grove/Greenfield, and Baroni Neighborhood Park and Open Space (No. LLD 001-05) Landscape and Lighting Assessment Districts.*
- 3.4. Fiscal Year 2022-2023 Audit (Staff Report FI-24-006) *Board of Directors to accept the audit report for fiscal year 2021-2022 as prepared by Chavan & Associates, LLP.*

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

The motion was unanimously approved.

Absent: Donnan

4. REGULAR AGENDA

- 4.1. Committee Report Out
 - 4.1.1. Finance Committee
 - 4.1.2. Facility Committee
- 4.2. Updated Policies (Staff Report 24-009)

- 3108 – Drug and Alcohol Testing
- 3116 – Employee Classifications
- 3122 – Overtime

M/S/C/ (Directors Lando/Norden) Board of Directors approved the updated policies listed above.

The motion was unanimously approved.

Absent: Donnan

4.3. Aquatic Design Scope (Staff Report FI-24-008)

M/S/C/ (Directors Lando/Norden) Board of Directors approved the change order to account for the increase in the scope of the design for the Aquatic Facility.

The motion was passed.

Ayes: Lando, Norden, Worley

Noes: McGinnis

Absent: Donnan

5. NEW BUSINESS

5.1. Notice of Exemption of CEQA Study (Staff Report 24-010)

M/S/C/ (Directors Norden/Worley) Board of Directors approved the filing of the notice of exemption of the CEQA study related to the Aquatic Facility Project.

The motion was unanimously approved.

Absent: Donnan

5.2. Softball Donation (Staff Report FA-24-001)

M/S/C/ (Directors Lando/Worley) Board of Directors accepted the donation of materials for a T-ball backstop and snack bar improvements at DeGarmo Park.

The motion was unanimously approved.

Absent: Donnan

5.3. Arc Collaboration (Staff Report FA-24-002)

M/S/C/ (Directors Lando/Norden) Board of Directors approved the Arc collaboration, accepted the playground components to be installed at Rotary Centennial Park.

The motion was unanimously approved.

Absent: Donnan

5.4. Rotary Donation (Staff Report FA-24-003)

M/S/C/ (Directors Lando/Norden) Board of Directors accepted the donation of funds for park amenities from the Noon Rotary Club for Rotary Centennial Park.

The motion was unanimously approved.

Absent: Donnan

5.5. Change Order for Tyler Technology Implementation (Staff Report FI-24-009)

M/S/C/ (Directors Lando/Worley) Board of Directors approved the change order to allocate additional hours to the Tyler Technology software implementation.

The motion was unanimously approved.

Absent: Donnan

5.6. Nature Center ADA Project Award (Staff Report FI-24-010)

M/S/C/ (Directors Lando/Worley) Board of Directors award the Nature Center ADA Project Award to Rock Creek Instruction, with the feedback that for the remaining years of the ADA transition, these types of projects should be considered in a collective Request for Proposals.

The motion was unanimously approved.

Absent: Donnan

5.7. Committee Alternates

M/S/C/ (Directors Lando/Worley) Board of Directors appoints the Chair to delegate the alternates of Committee on an as needed basis.

The motion was unanimously approved.

Absent: Donnan

6. DIRECTORS' COMMENTS

None

7. STAFF COMMENTS

None

8. CLOSED SESSION

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

CLOSED SESSION ANNOUNCEMENT: Information received; no action taken.

Pursuant to Government Code 54957: Public Employment Performance Review – General Manager

CLOSED SESSION ANNOUNCEMENT: Information received; no action taken.

9. ADJOURNMENT

Adjourned to the next meeting of the Board of Directors of the Chico Area Recreation and Park District at 4:53PM.

Finance Committee

STAFF REPORT

DATE: March 28, 2024
TO: Board of Directors
FROM: Angie Carpenter
SUBJECT: January and February Monthly Financials

ANALYSIS

Since January and February financial reports are attached, highlights from the February financial are as follows:

- February represents **66%** of the budget for the year.
- Overall Revenue is at 87.6% noted on page 7.
- Investment income is over \$410,000 through February. The figure includes interest proceeds from CLASS, the CD that matured and was converted into a Money Market account, and LAIF.
- Full-time salaries appear to be trending higher than pace due to the number of pay periods in the year.
- Operating expenses are 65.74% of the budget (page 8) and include expenses that were previously tracked as Capital Project e.g., ADA Improvements and Deferred Maintenance. The project accounting module began implementation this week and will be used to track expenses associated with those projects.
- Annual expenses paid in full and planned purchases of computers and equipment are inflating the YTD percentage.
 - o Equipment contains \$28,700 for lighting and sound equipment for the Ice Rink that will be reimbursed.
 - o Contract services contain ~\$170K of contract instructor payments. The income offsets are in Camps and Classes.
 - o Transportation is higher than budgeted. However, the income offsets are similar to Contract Services.
 - o Water and Electricity expenses have decreased for the winter months, while Gas will start to trend high during the same period.



Chico Area Recreation and Park District

Budget Report Group Summary

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 60 - Baroni Park							
Revenue							
5015 - Assessments	162,300.00	162,300.00	0.00	0.00	0.00	-162,300.00	0.00%
Revenue Total:	162,300.00	162,300.00	0.00	0.00	0.00	-162,300.00	0.00%
Expense							
6010 - Wages: Full-Time	123,250.00	123,250.00	1,600.22	54,903.12	0.00	68,346.88	44.55%
6015 - Wages: Part-Time	0.00	0.00	306.03	306.03	0.00	-306.03	0.00%
6110 - Health Insurance	0.00	0.00	272.88	272.88	0.00	-272.88	0.00%
6212 - Contract Services	4,241.00	4,241.00	0.00	3,340.05	0.00	900.95	78.76%
6248 - Supplies	3,000.00	3,000.00	0.00	511.37	0.00	2,488.63	17.05%
6310 - Building and Improvements	0.00	0.00	0.00	236.36	0.00	-236.36	0.00%
6345 - Vandalism	200.00	200.00	0.00	0.00	0.00	200.00	0.00%
6350 - Repairs & Maintenance	14,109.00	14,109.00	97.37	97.37	0.00	14,011.63	0.69%
6450 - Water	12,500.00	12,500.00	690.94	7,925.81	0.00	4,574.19	63.41%
Expense Total:	157,300.00	157,300.00	2,967.44	67,592.99	0.00	89,707.01	42.97%
Fund: 60 - Baroni Park Surplus (Deficit):	5,000.00	5,000.00	-2,967.44	-67,592.99	0.00	-72,592.99	-1,351.86%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 63 - Indigo Park							
Revenue							
5015 - Assessments	30,000.00	30,000.00	0.00	0.00	0.00	-30,000.00	0.00%
Revenue Surplus (Deficit):	30,000.00	30,000.00	0.00	0.00	0.00	-30,000.00	0.00%
Expense							
6010 - Wages: Full-Time	22,000.00	22,000.00	1,600.22	1,600.22	0.00	20,399.78	7.27%
6015 - Wages: Part-Time	0.00	0.00	306.03	306.03	0.00	-306.03	0.00%
6110 - Health Insurance	0.00	0.00	272.88	272.88	0.00	-272.88	0.00%
6212 - Contract Services	0.00	0.00	0.00	9,332.00	0.00	-9,332.00	0.00%
6350 - Repairs & Maintenance	8,000.00	8,000.00	0.00	793.28	0.00	7,206.72	9.92%
6410 - Electric	0.00	0.00	62.08	122.23	0.00	-122.23	0.00%
6450 - Water	0.00	0.00	381.04	975.48	0.00	-975.48	0.00%
Expense Total:	30,000.00	30,000.00	2,622.25	13,402.12	0.00	16,597.88	44.67%
Fund: 63 - Indigo Park Surplus (Deficit):	0.00	0.00	-2,622.25	-13,402.12	0.00	-13,402.12	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 65 - Oak Way Park							
Revenue							
5015 - Assessments	23,800.00	23,800.00	0.00	0.00	0.00	-23,800.00	0.00%
5181 - Operating Transfer In	121,000.00	121,000.00	0.00	0.00	0.00	-121,000.00	0.00%
Revenue Surplus (Deficit):	144,800.00	144,800.00	0.00	0.00	0.00	-144,800.00	0.00%
Expense							
6010 - Wages: Full-Time	105,000.00	105,000.00	2,068.17	62,478.17	0.00	42,521.83	59.50%
6015 - Wages: Part-Time	0.00	0.00	169.92	169.92	0.00	-169.92	0.00%
6110 - Health Insurance	0.00	0.00	357.76	357.76	0.00	-357.76	0.00%
6210 - General Services	1,000.00	1,000.00	230.00	1,332.82	0.00	-332.82	133.28%
6212 - Contract Services	6,850.00	6,850.00	0.00	3,340.03	0.00	3,509.97	48.76%
6248 - Supplies	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00%
6310 - Building and Improvements	0.00	0.00	0.00	2,926.58	0.00	-2,926.58	0.00%
6345 - Vandalism	1,000.00	1,000.00	0.00	7,213.89	0.00	-6,213.89	721.39%
6350 - Repairs & Maintenance	14,350.00	14,350.00	77.16	77.16	0.00	14,272.84	0.54%
6410 - Electric	6,600.00	6,600.00	734.51	5,497.48	0.00	1,102.52	83.30%
6430 - Refuse	0.00	0.00	958.16	958.16	0.00	-958.16	0.00%
6440 - Sewer	0.00	0.00	65.68	65.68	0.00	-65.68	0.00%
6450 - Water	2,000.00	2,000.00	261.87	809.55	0.00	1,190.45	40.48%
Expense Total:	144,800.00	144,800.00	4,923.23	85,227.20	0.00	59,572.80	58.86%
Fund: 65 - Oak Way Park Surplus (Deficit):	0.00	0.00	-4,923.23	-85,227.20	0.00	-85,227.20	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 67 - Peterson Park							
Revenue							
5015 - Assessments	42,400.00	42,400.00	0.00	0.00	0.00	-42,400.00	0.00%
5181 - Operating Transfer In	79,000.00	79,000.00	0.00	0.00	0.00	-79,000.00	0.00%
Revenue Surplus (Deficit):	121,400.00	121,400.00	0.00	0.00	0.00	-121,400.00	0.00%
Expense							
6010 - Wages: Full-Time	90,500.00	90,500.00	2,068.17	41,156.92	0.00	49,343.08	45.48%
6015 - Wages: Part-Time	0.00	0.00	169.92	169.92	0.00	-169.92	0.00%
6110 - Health Insurance	0.00	0.00	357.76	357.76	0.00	-357.76	0.00%
6212 - Contract Services	4,182.00	4,182.00	0.00	3,340.03	0.00	841.97	79.87%
6248 - Supplies	818.00	818.00	0.00	568.08	0.00	249.92	69.45%
6310 - Building and Improvements	0.00	0.00	0.00	736.20	0.00	-736.20	0.00%
6350 - Repairs & Maintenance	2,000.00	2,000.00	2,069.53	12,104.14	0.00	-10,104.14	605.21%
6410 - Electric	100.00	100.00	14.86	73.06	0.00	26.94	73.06%
6450 - Water	23,800.00	23,800.00	911.25	12,876.09	0.00	10,923.91	54.10%
Expense Total:	121,400.00	121,400.00	5,591.49	71,382.20	0.00	50,017.80	58.80%
Fund: 67 - Peterson Park Surplus (Deficit):	0.00	0.00	-5,591.49	-71,382.20	0.00	-71,382.20	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 70 - City Impact Fees							
Revenue							
5020 - Park Impact Fees	2,000,000.00	2,000,000.00	0.00	0.00	0.00	-2,000,000.00	0.00%
Revenue Surplus (Deficit):	2,000,000.00	2,000,000.00	0.00	0.00	0.00	-2,000,000.00	0.00%
Fund: 70 - City Impact Fees Surplus (Deficit):	2,000,000.00	2,000,000.00	0.00	0.00	0.00	-2,000,000.00	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 80 - County Impact Fees							
Revenue							
5020 - Park Impact Fees	60,000.00	60,000.00	7,125.00	26,125.00	0.00	-33,875.00	43.54%
Revenue Surplus (Deficit):	60,000.00	60,000.00	7,125.00	26,125.00	0.00	-33,875.00	43.54%
Fund: 80 - County Impact Fees Surplus (Deficit):	60,000.00	60,000.00	7,125.00	26,125.00	0.00	-33,875.00	43.54%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 90 - General Funds							
Revenue							
5021 - Current Secured	4,676,215.00	4,676,215.00	0.00	33,182.13	0.00	-4,643,032.87	0.71%
5027 - Other Taxes	0.00	0.00	0.00	2,835.73	0.00	2,835.73	0.00%
5029 - Homeowner	54,068.00	54,068.00	16,708.45	23,869.21	0.00	-30,198.79	44.15%
5030 - RDA Pass Through	1,600,000.00	1,600,000.00	741,714.01	1,668,344.83	0.00	68,344.83	104.27%
5035 - Rebates & Reimbursed Costs	38,500.00	38,500.00	-14,979.58	2,807.19	0.00	-35,692.81	7.29%
5040 - Reimbursements-City Parks	290,000.00	290,000.00	0.00	359,473.34	0.00	69,473.34	123.96%
5045 - County Pass-Through	0.00	0.00	0.00	1,850.39	0.00	1,850.39	0.00%
5046 - Prior Years Unsecured	10,000.00	10,000.00	0.00	4,456.39	0.00	-5,543.61	44.56%
5047 - Current Supplemental	155,986.00	155,986.00	0.00	30,056.38	0.00	-125,929.62	19.27%
5048 - Prop Tax Backfill Pro Rata Share	0.00	0.00	0.00	1,550.00	0.00	1,550.00	0.00%
5049 - Current Unsecured	253,731.00	253,731.00	0.00	289,898.82	0.00	36,167.82	114.25%
5105 - Administrative Fees	0.00	0.00	0.00	853.00	0.00	853.00	0.00%
5110 - Program Income	4,452,500.00	4,452,500.00	155,686.28	2,663,728.76	0.00	-1,788,771.24	59.83%
5120 - Rental Income	475,000.00	475,000.00	17,884.94	273,259.12	0.00	-201,740.88	57.53%
5130 - Donations	0.00	0.00	5,310.00	12,207.21	0.00	12,207.21	0.00%
5140 - Endowments	10,000.00	10,000.00	0.00	4,606.32	0.00	-5,393.68	46.06%
5150 - Investment Income	100,000.00	100,000.00	55,337.23	242,959.78	0.00	142,959.78	242.96%
5160 - Grant Proceeds	0.00	0.00	7,303.16	7,303.16	0.00	7,303.16	0.00%
5170 - Other Income	5,000.00	5,000.00	-14,248.93	36,020.01	0.00	31,020.01	720.40%
5180 - Scholarships	0.00	0.00	-372.71	-267.11	0.00	-267.11	0.00%
5210 - Event Tickets	0.00	0.00	213,149.84	301,475.68	0.00	301,475.68	0.00%
5230 - Silent Auction	0.00	0.00	0.00	12,511.07	0.00	12,511.07	0.00%
5240 - Sponsorship	0.00	0.00	0.00	46,000.00	0.00	46,000.00	0.00%
Revenue Surplus (Deficit):	12,121,000.00	12,121,000.00	1,183,492.69	6,018,981.41	0.00	-6,102,018.59	49.66%
Expense							
2028 - FICA	537,075.00	537,075.00	0.00	204,552.34	0.00	332,522.66	38.09%
2038 - Medicare and Social Security - Employer	0.00	0.00	18,771.19	18,771.19	0.00	-18,771.19	0.00%
5180 - Scholarships	25,000.00	25,000.00	0.00	4,145.31	0.00	20,854.69	16.58%
6010 - Wages: Full-Time	3,500,000.00	3,500,000.00	410,101.44	2,289,582.03	0.00	1,210,417.97	65.42%
6015 - Wages: Part-Time	3,435,000.00	3,435,000.00	164,514.31	1,657,678.28	0.00	1,777,321.72	48.26%
6020 - Wages: Seasonal	0.00	0.00	96,643.74	142,684.73	0.00	-142,684.73	0.00%
6025 - Wages: Overtime	0.00	0.00	48.67	159.11	0.00	-159.11	0.00%
6050 - Accumulated Leave Buy Back	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00%
6110 - Health Insurance	645,000.00	645,000.00	56,322.20	226,684.36	0.00	418,315.64	35.14%
6120 - Payroll Taxes	0.00	0.00	0.00	-54,097.78	0.00	54,097.78	0.00%
6125 - Retirement Contributions	625,000.00	625,000.00	-26,343.90	258,632.98	0.00	366,367.02	41.38%
6130 - Unemployment Insurance	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00%
6135 - Workers' Compensation Insurance	120,000.00	120,000.00	0.00	134,851.11	0.00	-14,851.11	112.38%
6150 - Allocation to Other Funds	-340,750.00	-340,750.00	0.00	0.00	0.00	-340,750.00	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original	Current	Period	Fiscal	Encumbrances	Variance	Percent Used
	Total Budget	Total Budget	Activity	Activity		Favorable (Unfavorable)	
6210 - General Services	506,000.00	506,000.00	42,385.32	261,868.46	0.00	244,131.54	51.75%
6212 - Contract Services	490,880.00	490,880.00	143,548.16	299,548.47	0.00	191,331.53	61.02%
6215 - Bank Fees & Credit Card Charges	0.00	0.00	9,127.52	10,851.03	0.00	-10,851.03	0.00%
6218 - Board Meeting Expense	10,000.00	10,000.00	450.00	2,850.00	0.00	7,150.00	28.50%
6220 - Communications	70,000.00	70,000.00	11,458.74	37,067.66	0.00	32,932.34	52.95%
6222 - Compensation - Instructors	0.00	0.00	9,630.04	158,539.94	0.00	-158,539.94	0.00%
6226 - Equipment	44,500.00	44,500.00	0.00	77,575.92	0.00	-33,075.92	174.33%
6228 - Fuel	60,000.00	60,000.00	10,733.39	45,984.47	0.00	14,015.53	76.64%
6230 - Hospitality	20,000.00	20,000.00	2,087.96	5,690.08	0.00	14,309.92	28.45%
6232 - Insurance	340,600.00	340,600.00	971.27	372,541.88	0.00	-31,941.88	109.38%
6234 - Miscellaneous	30,000.00	30,000.00	1,526.73	13,001.09	0.00	16,998.91	43.34%
6236 - Marketing	50,000.00	50,000.00	5,761.53	31,113.59	0.00	18,886.41	62.23%
6238 - Publications and Legal Notices	1,000.00	1,000.00	0.00	295.06	0.00	704.94	29.51%
6240 - Professional Development	40,000.00	40,000.00	1,294.99	10,270.14	0.00	29,729.86	25.68%
6242 - Recruitment	20,000.00	20,000.00	5,507.67	13,084.13	0.00	6,915.87	65.42%
6244 - Program Apparel	49,500.00	49,500.00	576.09	11,419.96	0.00	38,080.04	23.07%
6246 - Uniform Apparel	30,000.00	30,000.00	3,680.42	12,225.14	0.00	17,774.86	40.75%
6248 - Supplies	340,000.00	340,000.00	48,669.50	171,306.91	0.00	168,693.09	50.38%
6258 - Equipment Rental	0.00	0.00	726.79	956.78	0.00	-956.78	0.00%
6260 - Rent/Lease Structures	2,000.00	2,000.00	500.00	1,500.00	0.00	500.00	75.00%
6262 - Small Tools/Minor Equipment	25,000.00	25,000.00	12,901.38	22,733.48	0.00	2,266.52	90.93%
6263 - Furniture and Fixtures	0.00	0.00	4,628.02	5,425.82	0.00	-5,425.82	0.00%
6264 - Technology Hardware (under \$25K)	30,000.00	30,000.00	2,847.47	23,975.96	0.00	6,024.04	79.92%
6266 - Technology Software (under \$25K)	100,000.00	100,000.00	14,930.55	74,950.19	0.00	25,049.81	74.95%
6268 - Transportation	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
6270 - Travel	10,000.00	10,000.00	419.93	764.46	0.00	9,235.54	7.64%
6272 - Use Tax	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
6281 - Operating Transfer Out	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00%
6310 - Building and Improvements	0.00	0.00	0.00	10,126.73	0.00	-10,126.73	0.00%
6315 - Equipment Maintenance	50,500.00	50,500.00	4,041.28	28,910.82	0.00	21,589.18	57.25%
6325 - Vehicle Maintenance	25,000.00	25,000.00	929.27	9,812.26	0.00	15,187.74	39.25%
6345 - Vandalism	5,000.00	5,000.00	471.24	2,186.97	0.00	2,813.03	43.74%
6350 - Repairs & Maintenance	250,000.00	250,000.00	28,029.62	41,928.23	0.00	208,071.77	16.77%
6355 - Structures and Grounds	0.00	0.00	0.00	5,401.19	0.00	-5,401.19	0.00%
6365 - ADA Improvements	0.00	0.00	1,865.00	1,865.00	0.00	-1,865.00	0.00%
6375 - Deferred Maintenance	0.00	0.00	40,912.64	40,912.64	0.00	-40,912.64	0.00%
6410 - Electric	323,300.00	323,300.00	22,921.98	228,865.27	0.00	94,434.73	70.79%
6420 - Gas	75,000.00	75,000.00	5,271.93	17,119.36	0.00	57,880.64	22.83%
6430 - Refuse	0.00	0.00	12,874.64	12,874.64	0.00	-12,874.64	0.00%
6440 - Sewer	20,000.00	20,000.00	7,697.54	12,771.95	0.00	7,228.05	63.86%
6450 - Water	121,700.00	121,700.00	11,697.88	93,295.71	0.00	28,404.29	76.66%
6920 - Depreciation	0.00	0.00	0.00	406,196.22	0.00	-406,196.22	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 01/31/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
6930 - Contribution to Other Agencies	15,000.00	15,000.00	0.00	12,865.49	0.00	2,134.51	85.77%
Expense Total:	11,966,805.00	11,966,805.00	1,191,134.14	7,474,316.76	0.00	4,492,488.24	62.46%
Fund: 90 - General Funds Surplus (Deficit):	154,195.00	154,195.00	-7,641.45	-1,455,335.35	0.00	-1,609,530.35	-943.83%
Report Surplus (Deficit):	2,219,195.00	2,219,195.00	-16,620.86	-1,666,814.86	0.00	-3,886,009.86	-75.11%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
60 - Baroni Park	5,000.00	5,000.00	-2,967.44	-67,592.99	0.00	-72,592.99
63 - Indigo Park	0.00	0.00	-2,622.25	-13,402.12	0.00	-13,402.12
65 - Oak Way Park	0.00	0.00	-4,923.23	-85,227.20	0.00	-85,227.20
67 - Peterson Park	0.00	0.00	-5,591.49	-71,382.20	0.00	-71,382.20
70 - City Impact Fees	2,000,000.00	2,000,000.00	0.00	0.00	0.00	-2,000,000.00
80 - County Impact Fees	60,000.00	60,000.00	7,125.00	26,125.00	0.00	-33,875.00
90 - General Funds	154,195.00	154,195.00	-7,641.45	-1,455,335.35	0.00	-1,609,530.35
Report Surplus (Deficit):	2,219,195.00	2,219,195.00	-16,620.86	-1,666,814.86	0.00	-3,886,009.86



Chico Area Recreation and Park District

Budget Report Group Summary

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 60 - Baroni Park						
Revenue						
5015 - Assessments	162,300.00	162,300.00	56,279.20	56,279.20	-106,020.80	34.68%
5150 - Investment Income	0.00	0.00	3,153.89	3,153.89	3,153.89	0.00%
Revenue Total:	162,300.00	162,300.00	59,433.09	59,433.09	-102,866.91	36.62%
Expense						
6010 - Wages: Full-Time	123,250.00	123,250.00	1,623.77	56,526.89	66,723.11	45.86%
6015 - Wages: Part-Time	0.00	0.00	311.43	617.46	-617.46	0.00%
6110 - Health Insurance	0.00	0.00	272.80	545.68	-545.68	0.00%
6212 - Contract Services	4,241.00	4,241.00	1,020.33	4,360.38	-119.38	102.81%
6248 - Supplies	3,000.00	3,000.00	0.00	511.37	2,488.63	17.05%
6310 - Building and Improvements	0.00	0.00	0.00	236.36	-236.36	0.00%
6345 - Vandalism	200.00	200.00	0.00	0.00	200.00	0.00%
6350 - Repairs & Maintenance	14,109.00	14,109.00	0.00	97.37	14,011.63	0.69%
6450 - Water	12,500.00	12,500.00	0.00	7,925.81	4,574.19	63.41%
Expense Total:	157,300.00	157,300.00	3,228.33	70,821.32	86,478.68	45.02%
Fund: 60 - Baroni Park Surplus (Deficit):	5,000.00	5,000.00	56,204.76	-11,388.23	-16,388.23	-227.76%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 63 - Indigo Park						
Revenue						
5015 - Assessments	30,000.00	30,000.00	29,504.92	29,504.92	-495.08	98.35%
5150 - Investment Income	0.00	0.00	22.52	22.52	22.52	0.00%
Revenue Total:	30,000.00	30,000.00	29,527.44	29,527.44	-472.56	98.42%
Expense						
6010 - Wages: Full-Time	22,000.00	22,000.00	1,623.77	3,223.99	18,776.01	14.65%
6015 - Wages: Part-Time	0.00	0.00	311.43	617.46	-617.46	0.00%
6110 - Health Insurance	0.00	0.00	272.80	545.68	-545.68	0.00%
6212 - Contract Services	0.00	0.00	0.00	9,332.00	-9,332.00	0.00%
6350 - Repairs & Maintenance	8,000.00	8,000.00	0.00	793.28	7,206.72	9.92%
6410 - Electric	0.00	0.00	77.47	199.70	-199.70	0.00%
6450 - Water	0.00	0.00	0.00	975.48	-975.48	0.00%
Expense Total:	30,000.00	30,000.00	2,285.47	15,687.59	14,312.41	52.29%
Fund: 63 - Indigo Park Surplus (Deficit):	0.00	0.00	27,241.97	13,839.85	13,839.85	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 65 - Oak Way Park						
Revenue						
5015 - Assessments	23,800.00	23,800.00	12,427.80	12,427.80	-11,372.20	52.22%
5150 - Investment Income	0.00	0.00	369.12	369.12	369.12	0.00%
5181 - Operating Transfer In	121,000.00	121,000.00	0.00	0.00	-121,000.00	0.00%
Revenue Total:	144,800.00	144,800.00	12,796.92	12,796.92	-132,003.08	8.84%
Expense						
6010 - Wages: Full-Time	105,000.00	105,000.00	2,054.09	64,532.26	40,467.74	61.46%
6015 - Wages: Part-Time	0.00	0.00	156.56	326.48	-326.48	0.00%
6110 - Health Insurance	0.00	0.00	358.16	715.92	-715.92	0.00%
6210 - General Services	1,000.00	1,000.00	0.00	1,332.82	-332.82	133.28%
6212 - Contract Services	6,850.00	6,850.00	1,020.33	4,360.36	2,489.64	63.65%
6248 - Supplies	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00%
6310 - Building and Improvements	0.00	0.00	0.00	2,926.58	-2,926.58	0.00%
6345 - Vandalism	1,000.00	1,000.00	0.00	7,213.89	-6,213.89	721.39%
6350 - Repairs & Maintenance	14,350.00	14,350.00	0.00	77.16	14,272.84	0.54%
6410 - Electric	6,600.00	6,600.00	0.00	5,497.48	1,102.52	83.30%
6430 - Refuse	0.00	0.00	0.00	958.16	-958.16	0.00%
6440 - Sewer	0.00	0.00	0.00	65.68	-65.68	0.00%
6450 - Water	2,000.00	2,000.00	0.00	809.55	1,190.45	40.48%
Expense Total:	144,800.00	144,800.00	3,589.14	88,816.34	55,983.66	61.34%
Fund: 65 - Oak Way Park Surplus (Deficit):	0.00	0.00	9,207.78	-76,019.42	-76,019.42	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 67 - Peterson Park						
Revenue						
5015 - Assessments	42,400.00	42,400.00	23,380.00	23,380.00	-19,020.00	55.14%
5150 - Investment Income	0.00	0.00	675.48	675.48	675.48	0.00%
5181 - Operating Transfer In	79,000.00	79,000.00	0.00	0.00	-79,000.00	0.00%
Revenue Total:	121,400.00	121,400.00	24,055.48	24,055.48	-97,344.52	19.82%
Expense						
6010 - Wages: Full-Time	90,500.00	90,500.00	2,054.09	43,211.01	47,288.99	47.75%
6015 - Wages: Part-Time	0.00	0.00	156.56	326.48	-326.48	0.00%
6110 - Health Insurance	0.00	0.00	358.16	715.92	-715.92	0.00%
6212 - Contract Services	4,182.00	4,182.00	1,020.34	4,360.37	-178.37	104.27%
6248 - Supplies	818.00	818.00	0.00	568.08	249.92	69.45%
6310 - Building and Improvements	0.00	0.00	0.00	736.20	-736.20	0.00%
6350 - Repairs & Maintenance	2,000.00	2,000.00	0.00	12,104.14	-10,104.14	605.21%
6410 - Electric	100.00	100.00	17.08	90.14	9.86	90.14%
6450 - Water	23,800.00	23,800.00	0.00	12,876.09	10,923.91	54.10%
Expense Total:	121,400.00	121,400.00	3,606.23	74,988.43	46,411.57	61.77%
Fund: 67 - Peterson Park Surplus (Deficit):	0.00	0.00	20,449.25	-50,932.95	-50,932.95	0.00%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 70 - City Impact Fees						
Revenue						
5020 - Park Impact Fees	2,000,000.00	2,000,000.00	0.00	0.00	-2,000,000.00	0.00%
5150 - Investment Income	0.00	0.00	6,204.40	6,204.40	6,204.40	0.00%
Revenue Total:	2,000,000.00	2,000,000.00	6,204.40	6,204.40	-1,993,795.60	0.31%
Fund: 70 - City Impact Fees Total:	2,000,000.00	2,000,000.00	6,204.40	6,204.40	-1,993,795.60	0.31%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 80 - County Impact Fees						
Revenue						
5020 - Park Impact Fees	60,000.00	60,000.00	4,750.00	30,875.00	-29,125.00	51.46%
5150 - Investment Income	0.00	0.00	82,960.47	82,960.47	82,960.47	0.00%
Revenue Total:	60,000.00	60,000.00	87,710.47	113,835.47	53,835.47	189.73%
Fund: 80 - County Impact Fees Total:	60,000.00	60,000.00	87,710.47	113,835.47	53,835.47	189.73%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 90 - General Funds						
Revenue						
5021 - Current Secured	4,676,215.00	4,676,215.00	3,170,439.87	3,203,622.00	-1,472,593.00	68.51%
5027 - Other Taxes	0.00	0.00	76.98	2,912.71	2,912.71	0.00%
5029 - Homeowner	54,068.00	54,068.00	0.00	23,869.21	-30,198.79	44.15%
5030 - RDA Pass Through	1,600,000.00	1,600,000.00	22,548.27	1,690,893.10	90,893.10	105.68%
5035 - Rebates & Reimbursed Costs	38,500.00	38,500.00	0.00	2,807.19	-35,692.81	7.29%
5040 - Reimbursements-City Parks	290,000.00	290,000.00	944,400.00	1,303,873.34	1,013,873.34	449.61%
5045 - County Pass-Through	0.00	0.00	0.00	1,850.39	1,850.39	0.00%
5046 - Prior Years Unsecured	10,000.00	10,000.00	610.00	5,066.39	-4,933.61	50.66%
5047 - Current Supplemental	155,986.00	155,986.00	20,625.00	50,681.38	-105,304.62	32.49%
5048 - Prop Tax Backfill Pro Rata Share	0.00	0.00	0.00	1,550.00	1,550.00	0.00%
5049 - Current Unsecured	253,731.00	253,731.00	6,516.00	296,414.82	42,683.82	116.82%
5105 - Administrative Fees	0.00	0.00	0.00	853.00	853.00	0.00%
5110 - Program Income	4,452,500.00	4,452,500.00	243,455.99	2,907,184.75	-1,545,315.25	65.29%
5120 - Rental Income	475,000.00	475,000.00	21,314.00	294,573.12	-180,426.88	62.02%
5130 - Donations	0.00	0.00	510.00	12,717.21	12,717.21	0.00%
5140 - Endowments	10,000.00	10,000.00	0.00	4,606.32	-5,393.68	46.06%
5150 - Investment Income	100,000.00	100,000.00	167,341.75	410,301.53	310,301.53	410.30%
5160 - Grant Proceeds	0.00	0.00	2,372.33	9,675.49	9,675.49	0.00%
5170 - Other Income	5,000.00	5,000.00	1,784.60	37,804.61	32,804.61	756.09%
5180 - Scholarships	0.00	0.00	-667.86	-934.97	-934.97	0.00%
5210 - Event Tickets	0.00	0.00	0.00	301,475.68	301,475.68	0.00%
5230 - Silent Auction	0.00	0.00	0.00	12,511.07	12,511.07	0.00%
5240 - Sponsorship	0.00	0.00	2,000.00	48,000.00	48,000.00	0.00%
Revenue Total:	12,121,000.00	12,121,000.00	4,603,326.93	10,622,308.34	-1,498,691.66	87.64%
Expense						
2028 - FICA	537,075.00	537,075.00	0.00	204,552.34	332,522.66	38.09%
2038 - Medicare and Social Security - Employer	0.00	0.00	19,206.53	37,977.72	-37,977.72	0.00%
5180 - Scholarships	25,000.00	25,000.00	0.00	4,145.31	20,854.69	16.58%
6010 - Wages: Full-Time	3,500,000.00	3,500,000.00	136,891.26	2,426,473.29	1,073,526.71	69.33%
6015 - Wages: Part-Time	3,435,000.00	3,435,000.00	22,925.96	1,680,604.24	1,754,395.76	48.93%
6020 - Wages: Seasonal	0.00	0.00	92,269.30	234,954.03	-234,954.03	0.00%
6025 - Wages: Overtime	0.00	0.00	434.51	593.62	-593.62	0.00%
6050 - Accumulated Leave Buy Back	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00%
6110 - Health Insurance	645,000.00	645,000.00	21,724.26	248,408.62	396,591.38	38.51%
6120 - Payroll Taxes	0.00	0.00	0.00	-54,097.78	54,097.78	0.00%
6125 - Retirement Contributions	625,000.00	625,000.00	0.00	258,632.98	366,367.02	41.38%
6130 - Unemployment Insurance	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00%
6135 - Workers' Compensation Insurance	120,000.00	120,000.00	0.00	134,851.11	-14,851.11	112.38%
6150 - Allocation to Other Funds	-340,750.00	-340,750.00	0.00	0.00	-340,750.00	0.00%
6210 - General Services	506,000.00	506,000.00	14,909.92	276,778.38	229,221.62	54.70%
6212 - Contract Services	490,880.00	490,880.00	26,879.98	326,428.45	164,451.55	66.50%
6215 - Bank Fees & Credit Card Charges	0.00	0.00	0.00	10,851.03	-10,851.03	0.00%
6218 - Board Meeting Expense	10,000.00	10,000.00	450.00	3,300.00	6,700.00	33.00%
6220 - Communications	70,000.00	70,000.00	1,880.82	38,948.48	31,051.52	55.64%
6222 - Compensation - Instructors	0.00	0.00	13,282.63	171,822.57	-171,822.57	0.00%
6226 - Equipment	44,500.00	44,500.00	7,596.00	85,171.92	-40,671.92	191.40%
6228 - Fuel	60,000.00	60,000.00	3,535.64	49,520.11	10,479.89	82.53%
6230 - Hospitality	20,000.00	20,000.00	0.00	5,690.08	14,309.92	28.45%
6232 - Insurance	340,600.00	340,600.00	0.00	372,541.88	-31,941.88	109.38%
6234 - Miscellaneous	30,000.00	30,000.00	0.00	13,001.09	16,998.91	43.34%
6236 - Marketing	50,000.00	50,000.00	1,244.37	32,357.96	17,642.04	64.72%
6238 - Publications and Legal Notices	1,000.00	1,000.00	0.00	295.06	704.94	29.51%
6240 - Professional Development	40,000.00	40,000.00	100.00	10,370.14	29,629.86	25.93%
6242 - Recruitment	20,000.00	20,000.00	0.00	13,084.13	6,915.87	65.42%
6244 - Program Apparel	49,500.00	49,500.00	0.00	11,419.96	38,080.04	23.07%
6246 - Uniform Apparel	30,000.00	30,000.00	0.00	12,225.14	17,774.86	40.75%

Budget Report

For Fiscal: FY 2024 Period Ending: 02/29/2024

Objec...	Original	Current	Period	Fiscal	Variance	Percent
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Used
6248 - Supplies	340,000.00	340,000.00	5,711.80	177,018.71	162,981.29	52.06%
6258 - Equipment Rental	0.00	0.00	1,000.00	1,956.78	-1,956.78	0.00%
6260 - Rent/Lease Structures	2,000.00	2,000.00	0.00	1,500.00	500.00	75.00%
6262 - Small Tools/Minor Equipment	25,000.00	25,000.00	410.21	23,143.69	1,856.31	92.57%
6263 - Furniture and Fixtures	0.00	0.00	0.00	5,425.82	-5,425.82	0.00%
6264 - Technology Hardware (under \$25K)	30,000.00	30,000.00	354.05	24,330.01	5,669.99	81.10%
6266 - Technology Software (under \$25K)	100,000.00	100,000.00	4,720.33	79,670.52	20,329.48	79.67%
6268 - Transportation	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00%
6270 - Travel	10,000.00	10,000.00	0.00	764.46	9,235.54	7.64%
6272 - Use Tax	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00%
6281 - Operating Transfer Out	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00%
6310 - Building and Improvements	0.00	0.00	-7,306.88	2,819.85	-2,819.85	0.00%
6315 - Equipment Maintenance	50,500.00	50,500.00	194.20	29,105.02	21,394.98	57.63%
6325 - Vehicle Maintenance	25,000.00	25,000.00	0.00	9,812.26	15,187.74	39.25%
6345 - Vandalism	5,000.00	5,000.00	0.00	2,186.97	2,813.03	43.74%
6350 - Repairs & Maintenance	250,000.00	250,000.00	-4,721.83	37,206.40	212,793.60	14.88%
6355 - Structures and Grounds	0.00	0.00	195.00	5,596.19	-5,596.19	0.00%
6365 - ADA Improvements	0.00	0.00	0.00	1,865.00	-1,865.00	0.00%
6375 - Deferred Maintenance	0.00	0.00	0.00	40,912.64	-40,912.64	0.00%
6410 - Electric	323,300.00	323,300.00	21,244.75	250,110.02	73,189.98	77.36%
6420 - Gas	75,000.00	75,000.00	7,598.29	24,717.65	50,282.35	32.96%
6430 - Refuse	0.00	0.00	0.00	12,874.64	-12,874.64	0.00%
6440 - Sewer	20,000.00	20,000.00	0.00	12,771.95	7,228.05	63.86%
6450 - Water	121,700.00	121,700.00	0.00	93,295.71	28,404.29	76.66%
6920 - Depreciation	0.00	0.00	0.00	406,196.22	-406,196.22	0.00%
6930 - Contribution to Other Agencies	15,000.00	15,000.00	0.00	12,865.49	2,134.51	85.77%
Expense Total:	11,966,805.00	11,966,805.00	392,731.10	7,867,047.86	4,099,757.14	65.74%
Fund: 90 - General Funds Surplus (Deficit):	154,195.00	154,195.00	4,210,595.83	2,755,260.48	2,601,065.48	1,786.87%
Report Surplus (Deficit):	2,219,195.00	2,219,195.00	4,417,614.46	2,750,799.60	531,604.60	123.95%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
60 - Baroni Park	5,000.00	5,000.00	56,204.76	-11,388.23	-16,388.23
63 - Indigo Park	0.00	0.00	27,241.97	13,839.85	13,839.85
65 - Oak Way Park	0.00	0.00	9,207.78	-76,019.42	-76,019.42
67 - Peterson Park	0.00	0.00	20,449.25	-50,932.95	-50,932.95
70 - City Impact Fees	2,000,000.00	2,000,000.00	6,204.40	6,204.40	-1,993,795.60
80 - County Impact Fees	60,000.00	60,000.00	87,710.47	113,835.47	53,835.47
90 - General Funds	154,195.00	154,195.00	4,210,595.83	2,755,260.48	2,601,065.48
Report Surplus (Deficit):	2,219,195.00	2,219,195.00	4,417,614.46	2,750,799.60	531,604.60



BOARD OF DIRECTORS

STAFF REPORT

DATE: March 28th, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Update Policies

BACKGROUND

In order to provide clear, defined guidelines around customer refunds and credits, the District created the following policy that is recommended for approval today.

Financial Administration
2170 – Refunds and Credits



POLICY #2170 Refunds and Credits

EFFECTIVE DATE	3/28/2024	VERSION # 1
DATE OF LAST REVISION	3/1/2024	NEXT REVIEW DATE 7/1/2027

APPLIES TO

Division	Parks, Recreation, Administration
Sub-Division	Facilities, After-School, Youth Sports, Adult Sports, Camps/Classes

VERSION	REVISION DATE	DESCRIPTION OF CHANGE/SUPERSEDE	AUTHOR
1	7/20/2023	Initial	Holli Drobny, Anjie Goulding, Angela Carpenter

RATIONALE

It is the policy of the District to provide guidance regarding refunds and credits to ensure that customers receive an excellent experience and that District practices are fiscally responsible.

PROCEDURE

Refunds and Accounts Credits

All refunds will be issued to the original payment method. If cash, Electronic Check Processing, expired credit card, or check were used in the original payment, we must issue a check for the refund amount. A monetary credit can be made to a customer’s account for future use. Credits may be issued for medical or emergency situations with appropriate documentation. The credit to the account will expire in two years.

- 1) Camps- Requests for refunds, credits, or transfers must be received by Thursday at 10:00 AM prior to the Camp start date.
- 2) Classes- There are no refunds for classes. Requests for credits or transfers must be received by Thursday at 10:00 AM prior to the start date.
- 3) Credit Reconciliation- In the instance that a credit expires, all efforts will be made to contact the client about the pending expiration. All credits will be reallocated to either the youth scholarship fund or the General Fund.

District Cancellations

- 1) Program Cancellation- All program cancellations due to low enrollment or any other unforeseen circumstance will be refunded.
- 2) Class Cancellation- Classes cancelled due to rain, heat, or air quality will be rescheduled for up to one week at the end of the season, when possible. There are no refunds for cancelled classes.

- 3) Youth Leadership Program- Registration fee is refunded if the applicant is not accepted into the program.

Rentals

In the event the rental facility/field should become unavailable due to any such circumstances (flooding, fire, natural disaster, severe weather, health and safety, pandemic, Federal, State or local mandates, power outages, criminal acts), the District reserves the right to cancel the reservation and will refund all fees paid. Fees will not be refunded for reservation times not used.

Picnic

The following procedures will be adopted for picnic rentals. Any extenuating circumstances will need to be approved by the Business Services Manager.

- 1) *Customer Cancellation*: Picnic reservation cancellations must be made two weeks in advance to receive a full refund.
- 2) *Reschedule*: Reservations can be rescheduled up to 3 days in advance of the original event date.
 - a. In the instance that a new date is not selected, the credit will be issued to the account and the user can reschedule at their convenience.
 - b. The credit will expire two years from the original cancellation date.
- 3) *Weather*: Refunds will not be issued due to weather (rain, extreme heat, etc.) A credit will be issued on the account and the user can reschedule at their convenience.
- 4) *Air Quality*: If the AQI is 151 or higher, a credit will be issued to the account and the user can reschedule at their convenience.

Field

The following procedures will be adopted for field rentals. Any extenuating circumstances will need to be approved by the Recreation Manager.

- 1) *Customer Cancellation*: Field reservation cancellations must be made two weeks in advance to receive a full refund. If the request is made within two weeks, a reservation can be rescheduled at no cost.
- 2) *Reschedule*: Reservations can be rescheduled up to 3 days in advance.
 - a. In the instance that a new date is not selected, the credit will be issued to the account and the user can reschedule at their convenience.
 - b. The credit will expire two years from the original cancellation date.
- 3) *Weather*: Refunds will not be issued due to weather (rain, extreme heat, etc.)
- 4) *Air Quality*: In the event that the AQI is 151 or higher, a credit will be issued on the account and the user can reschedule at their convenience.

Facilities/Venues

The following procedures will be adopted for facility/venue rentals. Any extenuating circumstances will need to be approved by the Business Services Manager.

- 1) *Customer Cancellation*:

2170 Refunds and Credits

- a. Weddings
 - i. Notice received 180 days or more in advance of event date – The District will retain 50% of the security deposit.
 - ii. Notice received 179 days or less before the event date – The District will retain 100% of the security deposit.
 - iii. Notice received 30 days or less before the event date – The District will retain 50% of the rental fee and 100% of the security deposit.
 - b. Event Packages/Meetings
 - i. Notice received 31 days or more before the event date – The District will retain 50% of the security deposit.
 - ii. Notice received 30 days or less before the event date – The District will retain 100% of the Security Deposit.
 - iii. Notice received 7 days or less of event date – The District will retain 50% of the rental fee and 100% of the security deposit.
- 2) *Reschedule*: Rescheduling of the reservation is subject to the conditions identified in the Wedding section with the inclusion of:
- a. Whatever compensation that was not retained by the District will be credited to the account for future rental use.
 - b. The rescheduled date must be no later than one year after the original event date.

Customer Satisfaction

In the instance that a customer is not satisfied with their experience, the District will respond according to the type of service/program.

Recreation Programs

- 1) Repeat the program at no charge.
- 2) Receive full credit that can be applied to any other program.
- 3) If the program is facilitated by a contracted instructor, the instructor will be immediately notified, and they will not receive payment for that participant.
 - a. If a participant chooses to repeat the program, the instructor will not receive payment for the repeated class.
 - b. Should concerns arise that a customer is abusing the policy, District leadership will review options for handling the situation.

After-School Program:

- 1) If a customer wants to end participation in the program, a refund will be provided for the days that they have paid for, effective from that day forward.
- 2) The District does not prorate for days unattended.
- 3) Refunds shall not be provided for days they have already attended the program.

Facility Rentals:

- 1) Refunds for Facility Rentals are not standard practice.

2170 Refunds and Credits

- 2) At the Business Services Manager's discretion, a partial refund may be awarded depending on the severity of the situation.

Authority: General Manager, Board of Directors

Holli Drobny

Author (print and sign)

Date

Annabel Grimm

General Manager

Date

Approved by the Board of Directors on: _____



BOARD OF DIRECTORS

Finance Committee

STAFF REPORT

DATE: March 28, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Adopting the Preliminary Budget for Fiscal Year 2024-2025

BACKGROUND

While the preliminary budget is almost complete, there are various pending items that still need to be factored into the final version:

- The assessment district budget from the City of Chico
- Associated transfers from the assessment district to/from the General Fund
- Capital improvement pricing
- Labor negotiation and salary schedule changes, if any

These items will be factored into the budget in time for the Public Hearing that is taking place on April 25, 2024 at 4:00PM.

RECCOMENDATION

The preliminary budget includes the following items:

- Addition of 1 FT program director (\$47 – 50K) to support additional programming at the Dorothy Johnson Center. Program income will offset the increased cost.



CARD
Chico Area Recreation & Park District

**RESOLUTION 24-005 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

Adopting the Preliminary Budget for the 2024-2025 Fiscal Year

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

WHEREAS, pursuant to Section 5784.1 of the Public Resources Code of the State of California, the Board of Directors of the Chico Area Recreation and Park District is required to adopt a Preliminary Budget and to make it available for public inspection; and

WHEREAS, pursuant to Section 5784.1 of the Public Resources Code of the State of California, the Board of Directors of the Chico Area Recreation and Park District is required to conduct a Public Hearing prior to the adoption of the Final Budget;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of CARD, in accordance with the Public Resources Code of the State of California, has determined that a Public Hearing on the Preliminary Budget for the Fiscal Year 2024-2025 will be conducted at 4:00 pm on the 25th Day of April 2024 and the Board of Directors will consider adoption of the Final Budget on the 23rd Day of May 2024.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 28th day of March 2024 by the following vote:

Ayes:

Noes:

Abstain:

Absent: Donnan

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors

Fiscal Year 2024-2025 Preliminary Budget



**CHICO AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY - ALL FUNDS
BUDGET VERSION 1**

	GENERAL FUND	COMMUNITY PARK FEES	PARK IMPACT FUND	OAK WAY PARK	PETERSON PARK	BARONI PARK	INDIGO PARK
REVENUE							
FEE BASED PROGRAM INCOME	5,374,550	-	-	-	-	-	-
OTHER INCOME & FACILITY RENTALS	933,500	-	-	-	-	-	-
RDA PASSTHROUGH	1,600,000	-	-	-	-	-	-
INVESTMENT INCOME	200,000	-	-	-	-	-	-
TAX INCOME / COUNTY	5,200,000	-	-	-	-	-	-
PARK IMPACT FEES	-	2,000,000	60,000	-	-	-	-
ASSESSMENTS	-	-	-	23,800	42,400	162,300	30,000
OPERATING TRANSFER IN FROM GENERAL FUND	-	-	-	121,000	79,000	-	-
TOTAL REVENUE	13,308,050	2,000,000	60,000	144,800	121,400	162,300	30,000
OPERATING EXPENDITURES							
SALARIES AND BENEFITS	9,127,250	-	-	105,000	90,500	123,250	22,000
SERVICES AND SUPPLIES	3,669,950	-	-	39,800	30,900	34,050	8,000
CONTRIB. TO OTHER AGENCIES	15,000	-	-	-	-	-	-
CONTINGENCIES	20,000	-	-	-	-	-	-
OPERATING TRANSFER OUT	200,000	-	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	13,032,200		-	144,800	121,400	157,300	30,000
NET INCOME (LOSS) FROM ONGOING OPERATIONS	275,850	2,000,000	60,000	-	-	5,000	-
CAPITAL PROJECTS							
CAPITAL PROJECTS	28,562,850						
CAPITAL PROJECTS' REIMBURSEMENTS	23,700,000						
NET CAPITAL PROJECTS COSTS	4,862,850						
CAPITAL PROJECTS FUNDING							
ALLOCATION FROM GENERAL FUND OPERATIONS	(275,850)						
ALLOCATION FROM GENERAL FUND SPENDABLE UNASSIGNED	(2,287,850)						
	-						
TOTAL NET ACTIVITY	(2,287,850)	2,000,000	60,000	-	-	5,000	

**CHICO AREA RECREATION AND PARK DISTRICT
EXECUTIVE SUMMARY OF REVENUE AND EXPENDITURES
BUDGET VERSION 1**

	2024-2025 BUDGET	INCREASE (DECREASE)	2023-2024 BUDGET	INCREASE (DECREASE)
REVENUE				
FEE BASED PROGRAM INCOME	5,374,550	949,050	4,425,500	906,863
OTHER INCOME & FACILITY RENTALS	933,500	115,000	818,500	153,635
RDA PASSTHROUGH	1,600,000	-	1,600,000	-
INVESTMENT INCOME	200,000	100,000	100,000	55,000
TAX INCOME / COUNTY	5,200,000	50,000	5,150,000	495,000
TOTAL REVENUE	13,308,050	1,214,050	12,094,000	1,610,498
OPERATING EXPENDITURES				
SALARIES AND BENEFITS	9,127,250	545,925	8,581,325	1,260,366
SERVICES AND SUPPLIES	3,669,950	499,470	3,170,480	340,872
CONTRIB. TO OTHER AGENCIES	15,000	-	15,000	-
CONTINGENCIES	20,000	-	20,000	-
OPERATING TRANSFER OUT	200,000	-	200,000	(67,934)
TOTAL OPERATING EXPENDITURES	13,032,200	1,045,395	11,986,805	1,533,304
NET INCOME (LOSS) FROM OPERATIONS	275,850	168,655	107,195	77,194
CAPITAL PROJECTS				
CAPITAL PROJECTS	28,562,850	19,834,760	8,728,090	2,189,263
REIMBURSEMENTS	23,700,000	17,002,750	6,697,250	2,747,842
NET CAPITAL PROJECTS COSTS	4,862,850		2,030,840	(558,579)
CAPITAL PROJECTS FUNDING				
ALLOCATION FROM GENERAL FUND				
OPERATIONS	(275,850)		(107,195)	(77,194)
SPENDABLE UNASSIGNED	(2,287,850)		(1,923,645)	635,773
			-	
TOTAL GENERAL FUND ACTIVITY	(2,287,850)		(1,923,645)	

**CHICO AREA RECREATION AND PARK DISTRICT
REVENUE SUMMARY - GENERAL FUND - FUND 2490
BUDGET VERSION 1**



	2024-2025 BUDGET	INCREASE (DECREASE)	2023-2024 BUDGET	INCREASE (DECREASE)
FEE BASED PROGRAM INCOME				
AFTER SCHOOL & CAMP PROGRAMS				
AFTERSCHOOL	2,662,550	(67,450)	2,730,000	677,775
CAMPS	850,000	402,000	448,000	146,700
REC ADMIN	120,000	70,000	50,000	35,000
SUBTOTAL	3,632,550	404,550	3,228,000	824,475
AQUATICS				
	200,000	35,000	165,000	859,475
CLASSES				
GENERAL CLASSES	190,000	42,500	147,500	240
YOUTH CLASSES	-	-	50,000	(15,000)
SUBTOTAL	190,000	42,500	197,500	(14,760)
ADULT SPORTS				
PROGRAM FEE INCOME	427,000	227,000	200,000	(32,942)
SUBTOTAL			200,000	(32,942)
NATURE CENTER				
	380,000	55,000	325,000	68,160
SUBTOTAL	380,000	55,000	325,000	68,160
OTHER PROGRAMS				
SCHOLARSHIPS	(25,000)	-	(25,000)	-
SPECIAL EVENTS	95,000	45,000	50,000	20,000
SENIOR ADULT PROGRAMS	-	(25,000)	25,000	(7,500)
YOUTH SPORTS	475,000	215,000	260,000	10,000
SUBTOTAL	545,000	235,000	310,000	22,500
TOTAL FEE BASED PROGRAMS	5,374,550	999,050	4,425,500	906,863
OTHER INCOME				
FACILITY RENTAL INCOME	495,000	20,000	475,000	30,135
REBATES & REIMB COSTS	38,500	-	38,500	8,500
REIMBURSEMENTS - CITY	290,000	-	290,000	110,000
MISCELLANEOUS	5,000	-	5,000	5,000
ENDOWMENTS	10,000	-	10,000	-
DONATIONS	95,000	95,000	-	-
TOTAL OTHER INCOME	933,500	115,000	818,500	153,635
REVENUE FORM OTHER AGENCIES				
RDA PASSTHROUGH	1,600,000	-	1,600,000	-
INVESTMENT INCOME	200,000	100,000	100,000	55,000
TAX INCOME / COUNTY	5,200,000	50,000	5,150,000	495,000
TOTAL REVENUE FROM OTHER AGENCI	7,000,000	150,000	6,850,000	550,000
TOTAL REVENUE	13,308,050	1,214,050	12,094,000	1,610,498

**CHICO AREA RECREATION AND PARK DISTRICT
SALARIES AND BENEFITS SUMMARY - GENERAL FUND - FUND 2490
BUDGET VERSION 1**

	2024-2025 BUDGET	INCREASE (DECREASE)	2023-2024 BUDGET	INCREASE (DECREASE)
SALARIES				
FULL-TIME SALARIES	3,750,000	250,000	3,500,000	445,000
PART-TIME SALARIES	750,000		3,425,000	673,000
Seasonal	2,900,000	225,000		
ACCUMULATED LEAVE	40,000		40,000	(1,000)
INSTRUCTORS	-		10,000	(22,000)
SUBTOTAL	7,440,000	465,000	6,975,000	1,095,000
BENEFITS				
FICA	558,000	20,925	537,075	92,075
RETIREMENT	405,000	(220,000)	625,000	(4,000)
UAL	200,000	200,000		
HEALTH INSURANCE	675,000	30,000	645,000	79,600
UNEMPLOYMENT	20,000	-	20,000	(10,000)
WORKERS COMP INSURANCE	170,000	50,000	120,000	-
ALLOCATION TO OTHER FUNDS	(340,750)	-	(340,750)	-
SUBTOTAL	1,687,250	80,925	1,606,325	157,675
TOTAL SALARIES & BENEFITS	9,127,250	545,925	8,581,325	1,260,366

**CHICO AREA RECREATION AND PARK DISTRICT
SERVICES AND SUPPLIES SUMMARY - GENERAL FUND - FUND 2490
BUDGET VERSION 1**

	2024-2025	INCREASE	2023-2024	INCREASE
	BUDGET	(DECREASE)	BUDGET	(DECREASE)
SERVICES AND SUPPLIES				
MARKETING	50,000	-	50,000	6,000
UNIFORM APPAREL	10,000	(15,000)	25,000	17,000
PROGRAM APPAREL	62,000	7,500	54,500	54,500
COMMUNICATIONS	65,000	(5,000)	70,000	17,642
INSURANCE	425,000	84,400	340,600	70,600
TECHNOLOGY SOFTWARE	100,000	-	100,000	(5,000)
TECHNOLOGY HARDWARE	30,000	-	30,000	-
EQUIPMENT MAINTENANCE	70,000	19,500	50,500	27,250
EQUIPMENT	65,000	20,500	44,500	35,300
VEHICLE MAINTENANCE	20,000	(5,000)	25,000	7,000
STRUCTURE & GROUNDS	300,000	50,000	250,000	59,050
VANDALISM	10,000	5,000	5,000	(460)
CONTRACT SERVICES	500,000	9,120	490,880	(225,736)
CONTRACT - Classes	132,000	132,000		
SERVICES	505,000	(1,000)	506,000	213,800
LEGAL NOTICES	1,000	-	1,000	-
RECRUITMENT	20,000	-	20,000	(5,000)
RENT/LEASE STRUCTURES	2,000	-	2,000	-
SMALL TOOLS	40,000	15,000	25,000	21,100
PROFESSIONAL DEVELOPMENT	30,000	(10,000)	40,000	12,000
MISCELLANEOUS	10,000	-	10,000	-
SUPPLIES	425,000	85,000	340,000	(26,540)
HOSPITALITY	20,000	-	20,000	15,000
FUEL	90,000	30,000	60,000	10,000
TRANSPORTATION	2,000	(2,000)	4,000	300
BOARD MEETING	10,000	-	10,000	-
USE TAX	1,500	-	1,500	-
TRAVEL	10,000	-	10,000	-
SUBTOTAL	3,005,500	420,020	2,585,480	303,806
UTILITIES				
WATER	168,000	8,000	160,000	8,479
ELECTRICITY	359,700	29,700	330,000	20,928
GAS	81,750	6,750	75,000	(4,992)
SEWER	55,000	35,000	20,000	12,651
SUBTOTAL	664,450	79,450	585,000	37,066
TOTAL SERVICE & SUPPLY	3,669,950	499,470	3,170,480	340,872

**CHICO AREA RECREATION AND PARK DISTRICT
CAPITAL PROJECTS SUMMARY
BUDGET VERSION 1**

FY 2024/2025 CAPITAL IMPROVEMENTS

CAPITAL PROJECTS - DEFERRED MAINTENANCE/REPLACEMENT		Amount	Fund Source
DISTRICT WIDE	ADA Compliance Upgrades	135,000	GF
DISTRICT WIDE	Deferred Maintenance	150,000	GF
Lakeside	Lakeside Kitchen Improvement	45,000	GF
Lakeside	Lakeside HVAC	200,000	GF
Community Park	Court Crack Repairs and Resurfacing	100,000	GF
Baroni	Play Structure Replacement	200,000	Baroni LLD
Subtotal		830,000	

Capital Improvement/Expansion			
DISTRICT WIDE	Irrigation Smart Controller Upgrades	115,000	GF
Henshaw	Henshaw Park Design and Build	3,500,000	NIF
AQUATIC CENTER	Contruccion	20,000,000	DIF/Grants/Other
Subtotal		23,615,000	

Fixed Assets			
District	Gator Replacement	15,000	GF
District	Gator Replacement	15,000	GF
District	Vehicle Replacement	70,000	GF
District	Vehicle Replacement	60,000	GF
District	Dump Trailer	20,000	GF
Subtotal		180,000	GF

2024-2025 Total 24,625,000

CARRY FORWARD 23/24

Deferred Maintenance/Replacement			
District	ADA Upgrades	65,000	GF
ROTARY PARK	Replace 5-12 Play Structure	155,250	GF
CARD CENTER	Roof & Exterior Repair/Painting	200,000	GF
COMMUNITY PARK	Field House Wall Padding	27,600	GF
Subtotal		447,850	

Capital Improvement/Expansion			
DISTRICT WIDE	Irrigation Smart Controller Upgrades	115,000	GF
COMMUNITY PARK	Renovate & Expand Maintenance Hub	1,300,000	DIF/GF
AQUATIC CENTER	Design Phase	2,075,000	DIF
Subtotal		3,490,000	

Carry Forward Total 3,937,850

Fund Sources

Carry Forward	1,162,850	GF
	2,775,000	DIF
Carry Forward Total	3,937,850	
2024-2025	1,125,000	GF
	3,500,000	NIF
	200,000	Baroni LLD
	6,000,000	Grants
	14,000,000	DIF
2024-2025 Total	24,825,000	

**CHICO AREA RECREATION AND PARK DISTRICT
GENERAL FUND - SUMMARY OF FUND BALANCE
BUDGET VERSION 1**

CATEGORY	DESCRIPTION	PROJECTED		
		BEGINNING	ACTIVITY	ENDING
SPENDABLE	COMMITTED			
	PETTY CASH	1,500	-	1,500
	GENERAL RESERVE	2,500,000		2,500,000
	COMMITTED BALANCE	<u>2,501,500</u>	<u>-</u>	<u>2,501,500</u>
	UNASSIGNED			
	WORKING CAPITAL	8,000,000	(2,287,850)	3,256,200
	SPENDABLE BALANCE	<u>10,501,500</u>	<u>(2,287,850)</u>	<u>5,757,700</u>
NON-SPENDABLE				
	INVESTMENT CAP ASSETS (NET OF RELATED DEBT)	26,714,068	180,000	27,015,018
	TOTAL FUND BALANCE	<u>37,215,568</u>	<u>(2,107,850)</u>	<u>32,772,718</u>

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

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

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

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

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

Spendable - Unrestricted - Unassigned: Residual fund balance.

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



BOARD OF DIRECTORS

STAFF REPORT

DATE: March 28, 2024
TO: Board of Directors
FROM: Anjie Goulding, Director of Recreation
SUBJECT: Recreation Update – March

Youth Sports

We celebrated the conclusion of our winter basketball season with flair! Notable mentions go to jr. higher Mia Huneycutt and high schooler Edgar Chavez, crowned as our "Players of the Season" for their outstanding positive impact on the league. Each recipient was honored with a personalized certificate, an exclusive CARD Youth Sports "swag bag" and a highlight on social media – a token of our appreciation for their dedication and sportsmanship during the season.

Spring is blooming with excitement as we gear up for a flurry of activities! From the irresistible "Play for \$5" one-day quick hitter programs to the adorable ShortE (ages 3-5) and Little (ages 5-7) sports programs, along with fun offerings like volleyball, flag football, and our innovative 4v4 outdoor basketball league at the revamped Chapman Park, there's something for everyone.

Ms. Dallas continues to captivate hearts with her beloved parent/tot class, Budding Buddies, held at the DFJ Toddler Room. This winter, it has been a hit among local "mommy groups," fostering bonds and creating cherished memories and is continuing its success this spring.

Beyond the realm of sports and toddlers, we're embarking on a new journey to tailor our offerings to the vibrant homeschool community. With over 60 responses to our survey from homeschool families, we're actively listening and innovating to craft exciting opportunities for this fall. We have rolled out a diverse array of one-day programming, designed to ignite curiosity and inspire learning among our homeschool participants and look to expand this fall.

As we infuse our spring lineup with joy and energy, we're also eagerly anticipating the influx of registrations for our upcoming Summer Camps, set to kick off on April 1st!

Adult Sports

We are excited to be running a new Flag Football league this Spring season. This is the first time we have had an adult flag football league since 2019. We have moved to collecting team rosters online via Team Sideline for all sport leagues but softball, with softball moving this direction likely in their summer season. We met with team managers last week and are finishing up staff training and meetings this week. Spring registration is closed, and schedules are up, with leagues starting the week of March 25th.

2024 Spring Season Team Numbers:

Softball- 87 | Soccer- 42 | Basketball- 12 | Volleyball- 24 | Flag Football- 7 | Kickball- 8

This brings our total teams for this Spring to 180, which is the same as Spring 2023 numbers.

Field and Court Rentals

Little League baseball and softball seasons are underway at DeGarmo, Wildwood and Hooker Oak. CYSL is finishing up their season this weekend at Community Park. Senior softball season begins on April 1st and is over at Sycamore field. Earlier this month, Pleasant Valley High School hosted around 20 different schools for baseball and softball tournaments at Hooker Oak and DeGarmo.

We are streamlining how we work and communicate with our MOU groups like CYSL, CCLL, CSL, CSSL, and CUSD. With the goal of ensuring users are sending us their schedules well in advance. Helping us lock in their regular use of fields for tournaments, games, and practices that are consistent from year to year will ensure that we can best serve these partners, while also allowing us to better serve our other user groups and public. Our fields are in high demand! We want to make sure we are doing what we can to ensure we are being as effective as we can in getting access to all that are looking for field space. More to come!

Nature Center

We have kicked off field trip season this Spring! We are excited to be hosting Elementary School Science classes and other local youth groups. We are looking forward to our Cal Nat program that is about to start. We recently ordered two new cages for our permit animals that we hope to bring into the living animal museum very soon.

If you have not seen the new ADA path, make sure to stop by and check it out! It looks great! Nature Center is open Friday and Monday, 10am-1pm, and Saturday and Sunday 10am - 3pm.

After School Program

After School Programs (ASPs) are three quarters of the way through the year and are running very smoothly. We are preparing for re-enrollment for the 2024/25 school year and are planning on the following changes:

- All ASPs at Chico Unified schools (12 elementary schools) will now be BLAST programs. Chico Unified is the main administrator of the BLAST after school programs and works collaboratively with CARD to provide after school care. Many of the children are enrolled through Chico Unified at no cost and CARD provides fee-based spots. The CARD ASP waiting list will open on April 1, 2024.
- Enrollment and interest in our ASP at Blue Oak school has significantly declined this year. This is partially due to the school offering free after-school clubs on campus each day. After thoughtful consideration and meetings with the Blue Oak principal, together we have decided to close our program after this school year.

We are also currently working with the PV High principal on a MOU for the 2024/25 school year for the Teaching in the Afterschool Program (TAP) program. Together, we are making some changes to the program, including providing students with more training and hands-on experience before becoming an employee. We look forward to the program refresh and continuing our partnership with PV High School.

Inclusion

Our Inclusion team had a very successful Mad Hatter Tea Party, if you missed it, check out our social media documenting all the fun! Our inclusion-specific programming has been a huge hit, we are thrilled about our participation in these programs growing and we have so many fun ideas for next year coming soon! We are still full steam ahead working on fine tuning our first inclusive prom, with the theme of 'Superstars' on April 27th.

We are excited to have three participants in our Springtime Delight Camp this week, and we are in full preparation for Summer Camp registration.

Classes and Camps

Springtime Delight just wrapped up last week at the PV Recreation Center. We had 51 total campers and had a blast!

Shoutout to our pickleball leagues for filling up! Our contract instructors are doing a great job running these leagues, which is shown by the increased numbers of people signing up to play.

We are excited for April 1st to get here, in case you missed it, this is when our summer registration opens!

- New camps and programs: Chico Aqua Jet's Olympic Swim Clinic, Chico Bocce Clinic, Dungeons & Dragons camps, and additional cooking, baking, art camps being offered this summer.

Aquatics

Staffing: We are working hard to build up our summer aquatics staff with swim instructors, lifeguards, assistant head lifeguards, head lifeguards.

- Returning staff- 15 (more to come)
- Interviews conducted-20, with 12 interviews scheduled between 3/20-3/22
- Almost all interviews have been "successful" with us ending interviews sharing information for anyone who isn't certified regarding the "Training Certification Cost Agreement".
 - 15 people are currently signed up for our lifeguard classes. That number is expected to increase as we progress through interviews.

We have a goal of 50+ lifeguards on our staff to be able to staff PV & Sycamore pools. If you know anyone who is interested, we have very competitive pay and would love to talk to them!



BOARD OF DIRECTORS

STAFF REPORT

DATE: March 28, 2024
TO: Board of Directors
FROM: Scott Schumann, Director of Parks and Facilities
SUBJECT: Parks and Facilities Update - March

Capital Project Updates:

Chapman Park

Staff met with UC Master Gardners and the Landscape Architect to develop a master plan for the Chapman Garden. Box spacing, instructional areas, accessibility, and community plots were addressed. UC Master Gardners will begin build out of the facility this spring/summer with trainings beginning in June and winter crop planting in the fall.

The parking lot has shown rapid wear; staff have worked with the contractor to address the issue with the potential for reapplication of asphalt in key areas. The contractor is in agreement with the issues and bearing responsibility.

Lakeside Pavilion Sound and Projection

The installation of permanent mounted projection and sound improvements are complete.

ADA Improvements

Nature Center pathway improvements are complete. The project addressed several drainage issues on site and improved accessibility with colored concrete including stamped animal tracks of local fauna.

CARD Center Roof and Exterior

Staff are finalizing bid documents with the engineer this week with anticipated bidding to occur in March 2024. Considerable dry rot and repairs have been identified in the scope of work for bidders to address.

Community Park Maintenance Hub

Staff are finalizing the request for proposals with anticipated bidding in April 2024.

Staff are working closely with the developer responsible for the Emerson Park expansion providing input and approvals on irrigation, landscape design, turf, and plant selection. Anticipated completion is April, 2024 with a hand over to CARD maintenance crew in June, 2024.

Facility Improvements

Lakeside Bridal Suite

Staff have collaborated with Event Staff to give the Bridal Suite an update including paint, new blinds, and decor to improve the aesthetic of the popular rental space.

Pickleball Court Access

The board-requested installation of 4 additional gate entrances to the pickle ball courts is complete. Every two-court area now has at least 1 gate for access; which greatly reduces foot traffic through areas of play.

Summer Program Preparations

Park staff are managing work service requests across the facilities in anticipation of summer programming. Upkeep efforts include painting, cabinet repairs, animal enclosure installations, additional walk-on mulch, and lighting upgrades.

Communications*Dog Rule Signage*

New signage communicating dog off leash rules have been installed throughout the district at every community park, dog park, and neighborhood park. Additional dog pots have been installed to encourage waste removal by park users.

Encampments

While Staff have been successful at managing unauthorized use/camping in CARD park boundaries, the presence of encampments immediately adjacent to CARD properties specifically near Community Park has grown. The City of Chico has gained permission per the Warren v. Chico ruling to post 7-day notices on March 27th at MLK Parkway and Ohio St. with the intent to remove the growing encampments.



BOARD OF DIRECTORS

STAFF REPORT

DATE: March 28, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: General Manager Update - March

Community Resiliency Centers (CRC) Grant—The District, along with North Valley Community Foundation and several key partners, participated in a semi-finalist interview on March 18 for the \$10M CRC grant. The funding agency will award 8-10 projects. Agencies selected will be notified on April 11, and the results will be publicly announced on April 12.

Administration

Software implementation – Finance and HR staff continue to work on the implementation of the District's new ERP software. They have encountered several challenges in the migration of existing data to the new environment. The preliminary budget preparation for the Fiscal Year 24-25 has been challenging as the financial software implementation is mid-stream.

Notable Meetings

- Non-profit Leadership Group met on February 28.
- On February 28, I met with Mr. Richard Roth, Vice President of the Children's Education Fund Inc (CEF), a local non-profit, to discuss potential collaborations to benefit the Mulberry Neighborhood.
- The Butte Economy 2030 sub-committee focused on quality of life metrics for its last working group session on February 29. The group finalized the goals and objectives for submission to the committee at large.
- The Notre Dame Bike Park working group met on March 6 to develop the project timeline and milestones.
- EBC & Chico Tourism Committee: The Committee met on March 7 to discuss the progress of the Travel Chico and Explore Butte County initiatives.
- Butte County Social Services Leadership Council met on March 7. The purpose of the council is to bring together executive leaders from across Butte County's social services sector. Through the Council, the aim is to enhance collaboration among service providers, offer leadership development opportunities, provide educational resources, and create a forum for sharing best practices.
- District staff met with City of Chico Parks & Natural Resources division on March 20 to discuss summer programs at Sycamore pool, lifeguards, and associated budget requests.
- The District is on the Bidwell Park and Playground Commission agenda for March 25 to discuss the observatory, storage shed at Sycamore Field, and the Sycamore pool activities.

Upcoming Information Sessions

- March 26 at 5:30 pm: Aquatics and DeGarmo Improvements Info Session
- March 27: Technical Advisory and Stakeholder meetings with the Aquatic design team.
- March 29: Chico State's Resilience Symposium
- April 4, 11am-4pm: Rotary Park Playground Info Session
- April 5, 9 am-noon: Butte Resilience Collaborative meeting

Special Events

Spring Jamboree will be held on March 30th! This year's Spring Jamboree is packed with activities that everyone in the family can enjoy. Highlights include a special spring-themed scavenger hunt that promises fun prizes and an adventure through the picturesque Sycamore Field and Caper Acres. But the fun doesn't stop there! The event features live music performances by local talents, Emma & Will and Reece Thompson, creating the perfect backdrop for a day of springtime enjoyment. This event begins at 10AM and ends at 1PM.

Kite Day will be held on April 14th! Celebrate spring at the end of a string! See the amazing spectacle of hundreds of colorful kites flying at the same time. Kite Day is a fun and free event for all ages to enjoy and celebrate the return of spring. We'll have FREE kites to decorate for the first 400 people, so get there early!

This year's event will feature 2 live bands and 1 DJ, food court, fun and games, face painting, balloon animals, bounce houses, and a spring market featuring flower and vegetable starts, fresh produce and flowers, and hand-made goods.

News Stories

[Cost for Chico aquatic center jumps by \\$10M – Action News Now](#)

[Opportunities to learn about science are everywhere – Action News Now](#)

[Chicoans share tea in inclusive Wonderland Tea Party by CARD - Chico Enterprise-Record](#)

[Easter events are coming up in Butte County – Chico Enterprise-Record](#)

[It's almost time to start signing up for summer camp! – Action News Now](#)