



## **BOARD OF DIRECTORS MEETING AGENDA**

**Tuesday, April 4, 2023, 5:30pm**

**Grand Park Community Recreation Center**

- I. CALL TO ORDER
- II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE
- III. REVIEW AND APPROVAL OF MINUTES
  - a. February 28, 2023 Meeting Minutes
- IV. OPEN FORUM

The Board provides opportunity for the public to comment on items not on the agenda.
- V. ACTION ITEMS
  - a. RESOLUTION 04.04.23.01 – Colorado Surplus Asset Fund Trust (CSAFE)
- VI. DEPARTMENT REPORTS
  - a. Financial Report - February 2023
  - b. Pole Creek Golf Club
  - c. Grand Park Community Recreation Center
  - d. Recreation Programming
  - e. Fraser Valley Sports Complex & IceBox Ice Rink
  - f. Facilities Maintenance
  - g. District Administration
- VII. EXECUTIVE SESSION

C.R.S. 24-6-402(4)e – For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators related to the Foundry Cinema and Bowl Lease Agreement.
- VIII. ADJOURNMENT

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Join Meeting Via Zoom:

<https://us02web.zoom.us/j/7271087488>

Dial in:

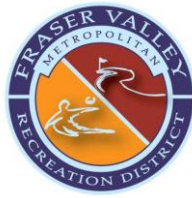
+1 346 248 7799

Meeting ID: 727 108 7488

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### **FVMRD Mission:**

*Our mission is to provide recreational experiences for our residents and guests through innovative, quality programs and facilities that promote health and wellness.*



## **BOARD OF DIRECTORS MEETING MINUTES**

**Tuesday, February 28, 2023, 5:30 pm**

**Meeting held at Grand Park Community Recreation Center and via Zoom**

### **I. CALL TO ORDER**

*President Roger Hedlund called the meeting to order at 5:33pm.*

### **II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE**

*Roger Hedlund, Rainie Murdoch, Piper Ehlen, Tom Overton, and Tim Gagnon were all in attendance. The Board members had no conflicts to disclose.*

**Staff present:** *Scott Ledin, Ann McConnell, Laura Pappal, Kristen Webb, Stephanie Ferguson, Nina Rankin, Austin DeGarmo, Craig Cahalane, Troy Iacovetto*

**Public present (signed-in):** *No public were present for the meeting.*

### **III. REVIEW AND APPROVAL OF MINUTES**

- a. *January 24, 2023 Regular Board Meeting Minutes: Tom Overton motioned to approve the minutes as presented; Piper Ehlen seconded; all in favor 5-0.*

### **IV. OPEN FORUM**

*The Board provides opportunity for the public to comment on items not on the agenda. There were no comments for Open Forum.*

### **V. NEW BUSINESS**

- a. *FVMRD Years of Service Recognition and Awards to Staff: Laura Pappal reviewed FVMRD's updated Years of Service program and presented Years of Recognition Awards to those staff members receiving awards that were present. Staff members receiving awards that were not present may pick up their awards in Laura's office. Thank you to Laura and to all staff receiving awards!*

### **VI. DEPARTMENT REPORTS**

- a. *January Financial Report: Ann McConnell gave a verbal summary of the written financial report. District wide revenues and expenses exceeded budget in January. District wide net income for the month was \$100,340 which was \$43,221 better than budget.*

*Parks & Rec Combined revenues for January were \$43,135 better than budget. Expenses were \$2,017 over budget mainly due to credit card fees. General Recreation exceeded budget by \$5,109 mainly due to the Share Winter Program grant income. Parks & Athletics exceeded budget by \$4,804 due to the sale of the old Olympia Resurfacer for \$4,000. Rec Center revenues were \$32,614 better than budget mainly due to membership, punch card, and daily admission sales.*

*Pole Creek Combined ended January \$5,528 short of budget mainly due to increases in food and utility costs.*

*Foundry revenues for January exceeded budget by \$21,617. Bowling, concessions, and food and beverage sales all exceeded budget. Net income for January was \$7,455 better than budget.*

- b. *Pole Creek Golf Club: Craig Cahalane gave a verbal update to the written report. Colorado Avid Golfer released the 2023 CAGGY Awards results and Pole Creek Golf Club received the following 7 CAGGY Awards! Congratulations to the all the hard-working staff at Pole Creek!*

**1ST - BEST MOUNTAIN COURSE**

**1ST - BEST CONDITIONS**

**1ST - BEST APRES GOLF EXPERIENCE**

**1ST - BEST HOLE - RIDGE 9**

**2ND - BEST SERVICE**

**3RD - BEST FOOD**

**3RD - PACE OF PLAY**

- c. Grand Park Community Recreation Center/Recreation Programming: *Stephanie Ferguson gave a verbal update to the written report. The 2023 Daddy Daughter Dance was a big success with over 200 daddy/daughter couples in attendance!*
- d. Fraser Valley Sports Complex: *Austin DeGarmo gave a verbal update to the written report. There has been discussion between Middle Park High School and FVMRD about the possibility of the school district starting a high school hockey program.*
- e. Facilities Maintenance: *There were no updates to the written report.*
- f. District Administration: *Scott Ledin gave a verbal update to the written report. Scott gave a brief review of the Sport Court Project at FVSC. The final cost of the project is \$102,292, approximately \$17,000 more than initially expected. FVMRD has committed \$40,000 to the project and Fraser Valley Lacrosse Club has raised \$45,000 for the project. Scott requested that the Board approve the use of approximately \$17,000 from Conservation Trust Funds to cover the additional costs of the project.*

*Roger Hedlund motioned to approve \$17,000 of Conservation Trust Funds to be used for the Sport Court Project at FVSC; Rainie Murdoch seconded; all in favor 5-0.*

## **VII. EXECUTIVE SESSION**

*The Board of Directors entered Executive Session pursuant to C.R.S. 24-6-402(4)e – For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators related to the Foundry Cinema and Bowl Lease Agreement.*

*Roger Hedlund reconvened the public meeting at 6:59pm. The Board gave direction to Scott to continue to explore financing options. Scott will forward the Foundry appraisal and financing options to the current owners.*

*Due to Spring Break travel plans, the next Board meeting will be held Tuesday April 4<sup>th</sup> instead of Tuesday March 28<sup>th</sup>.*

## **VIII. ADJOURNMENT**

*Rainie Murdoch made a motion to adjourn the meeting; Piper Ehlen seconded; all in favor 5-0. The meeting was adjourned at 7:05pm.*

# TWO FUNDS FOR YOUR CASH AND INVESTMENTS

## CSAFE Cash Fund

- Daily Liquidity and Redemptions
- 30 % of Portfolio Liquid Within 5 days
- Stable NAV Share Price (\$1.00)
- Short-term: 1 day-3 Months
- No Redemption Restrictions
- Up to 60-day Weighted Maturity
- Check Writing Options
- \$2.6 Billion in Pooled Assets (1/31/2023)
- GASB 79 Compliant
- Rated AAAMmf by Fitch Ratings
- Established Oct 1988
- 4.52 % Daily Yield as of 1/31/2023

## Colorado Core Fund

- 24-hour Notification for Redemptions
- \$100,000 balance minimum
- Stable NAV Share Price (\$2.00)
- Longer-term Savings: 3-18 Months
- Up to 3 Redemptions Monthly
- Up to 180-day Weighted Maturity
- Excellent for Bond Proceeds
- \$2.4 Billion in Pooled Assets (1/31/2023)
- GASB 31 & 72 Compliant
- Rated AA Af/S1 by Fitch
- Established March 2018
- 4.63 % Daily Yield as of 1/31/2023



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# CSAFE CONTACTS

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### Elevate Business Solutions, LLC

Colorado Registered Investment Adviser

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Marketing Advisor & Participant Relations

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#### Tim Kauffman

Management Advisor

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## Fund Accounting & Recordkeeping

### American Trust

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Shannon Langford – Trust Associate

Barbette Reimer – Trust Associate

John Colvard – Senior Vice President

## Investment Advisor

**Morgan Stanley – (303) 316-5151**

#### Angie Pizzichini

Corporate Cash Investment Director

Financial Advisor

#### Glenn Scott

Senior Portfolio Management Director

Financial Advisor

#### Nik Yip, CFA

Portfolio Management Director

Financial Advisor

#### Chris Toney

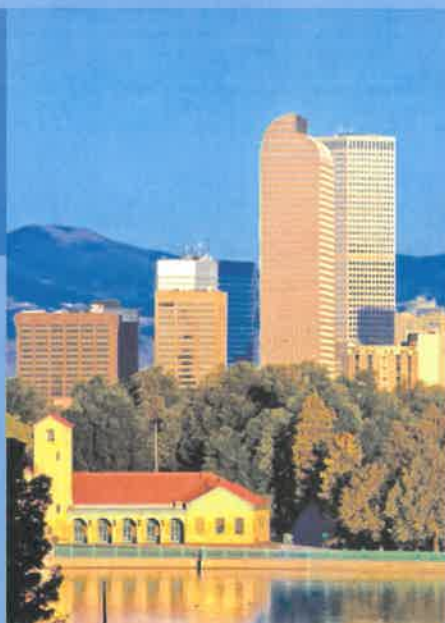
Portfolio Manager

Financial Advisor

#### Trisha Mingo

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Financial Advisor



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#### Disclosure:

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**FRASER VALLEY METROPOLITAN RECREATION DISTRICT  
RESOLUTION 04.04.23.01  
COLORADO SURPLUS ASSET FUND TRUST**

**WHEREAS**, Fraser Valley Metropolitan Recreation District (Participant”) desires to pool its funds with other local government entities by becoming a Participant in the Colorado Surplus Asset Fund Trust (“CSAFE”) and therefore passes the following resolution:

**WHEREAS**, pursuant to the provisions of C.R.S. Section 24-75-601 and 701, et seq., as amended and C.R.S. 24-75-702, et seq. as amended, any local government entity (including cities, towns, school districts, special districts, counties or political subdivisions of the state) is authorized to pool any moneys in its treasury, which are currently surplus funds and not immediately required to be disbursed, with similar moneys from other local government entities, in order for these entities to take advantage of short-term investments and maximize net interest earnings. CSAFE is formed as a common law trust under the laws of the state of Colorado.

**WHEREAS**, the governing body of the Participant desires to participate in CSAFE formed in accordance with the aforesaid statutes, in order to pool its surplus funds with other local government entities, it has passed, by majority vote the following resolution:

**NOW, THEREFORE, it is hereby RESOLVED:**

That the governing body of the Participant has reviewed C.R.S. Section 24-75-601, as amended and C.R.S. Section 24-75-701, et seq., as amended, of the Colorado Revised Statutes and the merits of investing in a trust as permitted by C.R.S. Section 24-75-601, as amended and C.R.S. Section 24-75-701, et seq. as amended, including the trust’s liquidity, risk diversification, flexibility, convenience and cost compared to the alternative direct purchase of comparable investments and finds it is in the best interest of the local government entity and therefore hereby approves and adopts this Resolution, along with other local government entities in the trust for the purpose of pooling surplus funds. The terms of the above mentioned trust indenture shall be incorporated herein by this reference and a copy filed with the minutes of the meeting at which warranties, either expressed or implied, are part of this agreement between CSAFE and said governing body of the Participant unless as set forth in the Indenture of Trust, but that CSAFE shall use its best efforts in conjunction with Participant to accomplish these goals.

The Participant is liable for all checks written on its account, authorized or unauthorized. The Participant shall indemnify and hold CSAFE harmless from and against any and all claims, demands, damages, losses, liabilities and expenses (including, without limitation, reasonable attorney fees and court costs at trial or appeal) arising from: (a) any checking activity on a Participants account or (b) any act or omission from CSAFE arising out of CSAFE action or inaction taken pursuant to a request by a Participant. Participants should implement proper security procedures to safeguard the checks for each account. CSAFE does not guarantee the prevention of fraud or theft from a Participant account.

RESOLVE, further that **Ann McConnell** (the “Representative”), who is the government official empowered to invest funds of the Participant or his/her successor in function, is hereby authorized and directed to execute the Indenture of Trust and any other documents necessary to establish an account with CSAFE. The Representative is hereby designated the “Treasurer” as that term is defined in the Indenture of Trust and is therefore authorized to invest money from the Participants’ treasury, from time to time, which are not immediately required to be disbursed, by purchasing shares of CSAFE with those available funds and is authorized to redeem, from time to time, part or all of those shares as funds are needed for other purposes.

Adopted and approved this 4<sup>th</sup> day of April, 2023, by the Board of Directors of the Fraser Valley Metropolitan Recreation District, Grand County, Colorado.

The undersigned agree that the authorizations and instructions contained in the trust registration form are to remain in effect until the trust receives written notice of any changes.

(SEAL)

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Board President, Roger Hedlund

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Board Treasurer, Tim Gagnon

ATTEST:

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Board Secretary, Tom Overton



## **MONTHLY FINANCIAL / BUDGET SUMMARY**

Attached is the financial report for FEBRUARY 2023. The following provides a summary of the month as compared to budget.

### District-wide:

1. District -wide revenues for February exceeded budget by \$31,636.
2. Costs of Goods sold were in line with budget.
3. District-wide expenses for the month of February were \$3,646 under budget.
4. Net Income for the District for February is \$36,254 better than budget and is \$80,101 better year to date. budget.

### Parks & Recreation Combined:

1. Revenue for Parks and Rec Combined was \$18,533 better than budget mainly due to Rec Center revenues.
2. Costs were in line with budget for the month.
3. Expenses were \$3,662 under budget for the month mainly due to savings in salaries and related payroll costs created by vacant positions.
4. Parks and Rec Combined ended the month \$21,671 better than budget and is \$62,181 better year to date

### District Administration:

1. February activity was in line with budget.

### General Recreation:

1. February revenue fell short of budget by \$1,646.
2. Expenses were \$1,166 under budget.
3. General Rec ended the month in line with budget and is \$4,363 better than budget year to date.

### Parks & Athletics / Ice Rink:

1. February activity was in line with budget.
2. Year to date Net Income is \$4,382 better than budget.

### Recreation Center:

1. Revenue for February exceeded budget by \$19,712. Major variances as compared to budget are as follows:
  - a. Memberships were \$3,725 better than budget.
  - b. Punchcards were \$5,178 better than budget.
  - c. Daily Admissions were \$7,413 better than budget.
  - d. Gymnastics, Aquatics and Fitness Revenues exceeded budget in February by \$2,695 combined.
2. Expenses were \$3,406 under budget for the month mainly due to savings in salaries and other payroll costs created by vacant positions.
3. The Rec Center ended February \$a22,905 better than of budget and is \$53,184 better year to date.

### Pole Creek Golf Club Combined:

1. Revenues for the Golf Course were in line with budget for the month.
2. Costs and Expenses were \$3,143 over budget mainly due to food and beverage costs.
3. The Golf Course ended the month \$2,424 short of budget and is \$7,380 short year to date.

### Pro Shop:

1. February activity was in line with budget.



Turf Maintenance:

1. February activity was in line with budget.

Food & Beverage:

1. February revenues were in line with budget.
2. Costs were \$3,057 over budget due to increased food costs.
3. Expenses were in line with budget for the month.
4. The restaurant ended February \$2,795 short of budget and is \$8,061 short year to date.

Foundry Cinema and Bowl

1. Revenue in February exceeded budget by \$12,435. Major variances as compared to budget are as follows:
  - a. Bowling Sales were \$14,409 better than budget
  - b. Concessions Sales were \$1,057 better than budget
  - c. Movie Ticket Sales were \$3,250 short of budget.
2. Costs of Goods Sold were \$4,583 under budget.
3. Expenses were over budget in line with budget for the month.
4. The Foundry ended February \$17,055 better than budget and is \$24,944 better year to date with a net income of \$48,901.

Debt Service:

1. Actual property tax revenue received in February fell in line with budget.

Capital Expenditures:

1. Capital Expenditures for the month were \$11,345.
2. Lease payments on vehicles and equipment were \$3,580
3. The new Champion Grill for the Bistro was purchased for \$7,764.

Fraser Valley Metropolitan Recreation District  
Budget to Actual - District Wide Totals

February 28, 2023									
	Current Period			2022 YTD	Year to Date			% YTD	2023
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	Budget	Budget
<b>District Administration</b>									
Total Income	331,644	331,342	302	394,859	415,863	414,943	920	34.2%	1,217,170
Total Expense	62,219	61,412	807	84,053	100,839	100,171	668	17.8%	565,035
Net Income	269,425	269,930	(505)	310,806	315,024	314,772	252		652,135
<b>General Recreation</b>									
Total Income	80,930	82,575	(1,646)	113,228	101,588	98,325	3,263	43.6%	233,200
Total Expense	24,629	25,795	(1,166)	37,494	46,387	47,487	(1,100)	11.9%	388,380
Net Income	56,301	56,780	(479)	75,735	55,201	50,838	4,363		(155,180)
<b>Parks &amp; Athletics</b>									
Total Income	27,615	27,450	165	59,623	61,744	56,975	4,769	23.3%	265,500
Total Cost of Goods	1,011	700	311	2,358	1,672	1,400	272	33.4%	5,000
Total Expense	51,392	51,289	103	89,238	98,566	98,451	115	17.5%	563,530
Net Income	(24,788)	(24,539)	(249)	(31,973)	(38,494)	(42,876)	4,382		(303,030)
<b>Rec Center</b>									
Total Income	157,625	137,913	19,712	265,181	373,463	321,137	52,326	29.4%	1,270,005
Total Cost of Goods	1,275	1,063	212	1,804	2,803	2,324	479	25.5%	11,000
Total Expense	95,507	98,913	(3,406)	200,883	230,384	231,722	(1,338)	16.7%	1,377,994
Net Income	60,842	37,937	22,905	62,494	140,275	87,091	53,184		(118,989)
<b>Pro Shop</b>									
Total Income	427	400	27	6,941	427	400	27	0.0%	2,289,000
Total Cost of Goods	231	200	31	152	231	200	31	0.2%	150,500
Total Expense	13,099	13,324	(225)	31,182	26,085	26,553	(468)	4.5%	575,121
Net Income	(12,903)	(13,124)	221	(24,393)	(25,888)	(26,353)	465		1,563,379
<b>Food &amp; Beverage</b>									
Total Income	19,292	18,600	692	42,556	34,999	36,475	(1,476)	4.3%	821,350
Total Cost of Goods	10,108	7,051	3,057	16,589	19,142	13,807	5,335	6.7%	284,200
Total Expense	24,263	23,832	431	49,585	50,545	49,294	1,251	10.3%	489,071
Net Income	(15,078)	(12,283)	(2,795)	(23,618)	(34,687)	(26,626)	(8,061)		48,079
<b>Turf Maintenance</b>									
Total Income	0	0	0	450	0	0	0	0.0%	20,300
Total Expense	78,670	78,819	(149)	153,179	162,034	162,250	(216)	17.3%	934,260
Net Income	(78,670)	(78,819)	149	(152,729)	(162,034)	(162,250)	216		(913,960)
<b>Total Golf Course</b>									
Total Income	19,719	19,000	719	49,947	35,426	36,875	(1,449)	1.1%	3,130,650
Total Cost of Goods	10,338	7,251	3,087	16,741	19,373	14,007	5,366	4.5%	434,700
Total Expense	116,031	115,975	56	233,946	238,663	238,097	566	11.9%	1,998,452
Net Income	(106,650)	(104,226)	(2,424)	(200,740)	(222,609)	(215,229)	(7,380)		697,499
<b>Total Parks &amp; Recreation</b>									
Total Income	597,813	579,280	18,533	832,891	952,658	891,380	61,278	31.9%	2,985,875
Total Cost of Goods	2,287	1,763	524	4,162	4,475	3,724	751	28.0%	16,000
Total Expense	233,747	237,409	(3,662)	411,667	476,177	477,831	(1,654)	16.4%	2,894,939
Net Income	361,779	340,108	21,671	417,061	472,006	409,825	62,181		74,936
<b>Total Foundry</b>									
Total Income	112,835	100,400	12,435	174,582	237,677	204,625	33,052	18.9%	1,258,500
Total Cost of Goods	20,108	24,691	(4,583)	39,136	48,217	46,350	1,867	14.1%	341,800
Total Expense	67,158	67,196	(38)	125,745	140,559	134,318	6,241	16.6%	845,245
Net Income	25,568	8,513	17,055	9,701	48,901	23,957	24,944		71,455
<b>Debt Service</b>									
Total Income	381,395	381,459	(64)	449,958	468,720	468,359	361	37.0%	1,267,308
Total Expense	19,070	19,073	(3)	22,501	23,436	23,418	18	1.9%	1,263,865
Net Income	362,325	362,386	(61)	427,457	445,283	444,941	342		3,443
<b>Total Conservation Trust</b>									
Total Income	18	5	13	2	21	10	11	0.1%	34,575
Total Expense	0	0	0	0	72	75	(3)	0.2%	46,000
Net Income	18	5	13	2	(51)	(65)	14		(11,425)
<b>Total District Wide</b>									
Total Income	1,111,780	1,080,144	31,636	1,507,380	1,694,501	1,601,249	93,252	19.5%	8,676,908
Total Cost of Goods	32,733	33,705	(972)	60,039	72,065	64,081	7,984	9.1%	792,500
Total Expense	436,007	439,653	(3,646)	793,859	878,907	873,739	5,168	12.5%	7,048,501
Net Income	643,040	606,786	36,254	653,481	743,530	663,429	80,101		835,907
<b>Capital Expenditures</b>									
Total Income	0	0	0	0	0	0	0	0.0%	0
Total Expense	11,345	11,344	1	27,914	38,775	38,774	1	4.0%	968,537
Net Income	(11,345)	(11,344)	(1)	(27,914)	(38,775)	(38,774)	(1)		(968,537)

**Fraser Valley Metropolitan Recreation District**  
**Budget to Actual - District Wide**  
**February 28, 2023**

	Current Period			2022 Actual	Year to date			% YTD Budget	2023 Budget
	Actual	Budget	Variance		Actual	Budget	Variance		
Ordinary Income/Expense									
Income									
3010 • Club Rental Income	0	0	0	0	0	0	0	0.0%	36,000
3011 • Bowling Sales	42,209	27,800	14,409	55,610	81,280	57,850	23,430	25.56%	318,000
3020 • Conservation Trust Income	0	0	0	0	0	0	0	0.0%	34,500
3031 • Memberships	32,725	29,000	3,725	103,402	134,736	114,625	20,111	28.61%	471,000
3032 • Punch Cards	15,678	10,500	5,178	24,691	49,889	39,600	10,289	41.23%	121,000
3033 • Daily Admissions	46,714	39,950	6,764	46,619	86,200	76,000	10,200	24.84%	347,000
3034 • Gymnastics Programs	15,304	13,650	1,654	36,896	32,448	29,400	3,048	24.83%	130,700
3035 • Aquatic Programs	3,557	2,800	757	3,918	9,674	7,000	2,674	32.25%	30,000
3036 • Fitness Programs	4,484	4,200	284	1,877	8,755	6,550	2,205	20.6%	42,500
3037 • Child Care	0	25	(25)	20	5	50	(45)	0.67%	750
3038 • Vending	0	0	0	3,729	3,907	3,000	907	19.54%	20,000
3039 • Climbing Wall	793	950	(158)	3,300	2,473	2,500	(28)	29.09%	8,500
3040 • Retail Sales	2,797	2,125	672	4,210	6,666	4,650	2,016	30.3%	22,000
3041 • Concessions	10,149	8,900	1,249	16,008	21,747	16,975	4,772	16.66%	130,500
3043 • Movie Sales	17,650	20,900	(3,250)	30,670	40,212	42,900	(2,688)	11.49%	350,000
3050 • Driving Range Income	0	0	0	25	0	0	0	0.0%	115,000
3060 • Food	26,963	28,550	(1,587)	50,225	50,524	52,075	(1,551)	8.15%	620,000
3070 • Food Discounts	(1,297)	(850)	(447)	(1,654)	(2,462)	(1,700)	(762)	9.66%	(25,500)
3080 • User Fees-Adult	4,191	2,375	1,816	(1,068)	8,616	6,375	2,241	50.68%	17,000
3085 • User Fees-Youth	87,611	90,650	(3,039)	102,719	102,732	104,250	(1,518)	47.12%	218,000
3090 • Golf Cart Rentals	0	0	0	275	0	0	0	0.0%	430,000
3100 • Greens Fees Income	0	0	0	0	0	0	0	0.0%	1,100,000
3110 • Interest Income	1,435	555	880	625	3,033	1,110	1,923	46.13%	6,575
3111 • Interest Income County	(14)	0	(14)	(89)	(14)	0	(14)	-0.38%	3,800
3123 • Special Events/Tournaments	255	300	(45)	3,088	2,725	2,500	225	49.55%	5,500
3124 • Sponsorships	4,200	3,750	450	7,600	8,280	7,500	780	14.48%	57,200
3130 • Beverage	32,352	30,200	2,152	51,967	64,766	58,500	6,266	10.18%	636,000
3131 • Beverage Discounts	(964)	(750)	(214)	(1,196)	(1,951)	(1,500)	(451)	5.71%	(34,150)
3160 • Season Pass Income	0	0	0	3,725	0	0	0	0.0%	195,000
3165 • Resident ID Cards Income	0	0	0	2,709	0	0	0	0.0%	105,000
3168 • Merchandise Sales	426	400	26	207	426	400	26	0.19%	230,000
3171 • Tee Sign Revenue	0	0	0	0	0	0	0	0.0%	6,000
3172 • Facility Rental Fees	7,605	7,650	(45)	16,313	17,823	16,750	1,073	21.35%	83,500
3173 • Skate Rentals	1,968	2,850	(882)	4,908	4,054	5,550	(1,496)	18.86%	21,500
3180 • Property Tax Income-Current	318,402	318,191	211	372,619	391,286	389,240	2,046	36.95%	1,058,870
3181 • Property Tax-Delinquent	(162)	0	(162)	(4,749)	(162)	0	(162)	0.0%	0
3182 • Property Tax Income Debt	381,487	381,459	28	452,974	468,811	468,359	452	37.05%	1,265,308
3200 • Specific Ownership Taxes	11,909	12,601	(692)	23,438	21,649	24,603	(2,954)	14.43%	150,000
3205 • Tournament Premiums	5,849	4,500	1,349	24,037	22,390	20,800	1,590	11.91%	188,000
3209 • Donations	0	0	0	0	0	0	0	0.0%	(500)
3300 • Events	0	0	0	300	0	0	0	0.0%	1,000
3370 • Grounds Maintenance Income	0	0	0	0	0	0	0	0.0%	6,800
<b>Total Income</b>	<b>1,074,275</b>	<b>1,043,231</b>	<b>31,044</b>	<b>1,439,946</b>	<b>1,640,517</b>	<b>1,555,912</b>	<b>84,605</b>	<b>19.25%</b>	<b>8,522,353</b>
Cost of Goods Sold									
4010 • Cost of Food	12,342	11,950	392	19,894	25,427	23,003	2,424	9.72%	261,500
4030 • Cost of Beverages	8,866	7,420	1,446	17,057	18,354	14,074	4,280	11.59%	158,300
6425 • Merchandise	2,517	1,963	554	4,314	4,706	3,924	782	3.59%	131,000
6426 • Cost of Movies	7,098	10,450	(3,352)	15,141	16,874	19,450	(2,576)	9.64%	175,000
6427 • Cost of Concessions	1,909	1,922	(13)	3,634	6,703	3,630	3,073	21.49%	31,200

**Fraser Valley Metropolitan Recreation District  
Budget to Actual - District Wide  
February 28, 2023**

	Current Period			2022 Actual	Year to date			% YTD Budget	2023 Budget
	Actual	Budget	Variance		Actual	Budget	Variance		
6560 • Rental Supplies	0	0	0	0	0	0	0	0.0%	35,500
<b>Total COGS</b>	32,733	33,705	(972)	60,039	72,065	64,081	7,984	9.09%	792,500
<b>Gross Profit</b>	1,041,542	1,009,526	32,016	1,379,906	1,568,453	1,491,831	76,622	20.29%	7,729,853
<b>Expense</b>									
5010 • Salaries	91,706	99,330	(7,624)	176,237	182,578	194,562	(11,984)	13.7%	1,332,250
5020 • Wages	94,937	89,644	5,293	144,462	193,489	179,819	13,670	11.76%	1,645,000
5024 • Pension Contributions	7,513	7,598	(85)	12,490	15,157	15,190	(33)	12.56%	120,647
5025 • Contract Labor	1,088	1,000	88	4,000	2,188	2,100	88	3.81%	57,400
5030 • Health Insurance	23,241	25,449	(2,208)	43,280	48,468	52,186	(3,718)	15.42%	314,235
5040 • Medicare Tax	2,767	2,976	(209)	4,906	5,719	5,936	(217)	12.0%	47,671
5050 • Unemployment Tax	400	430	(30)	676	807	848	(41)	12.61%	6,406
5060 • Worker's Compensation	3,193	3,377	(184)	4,980	6,387	6,776	(390)	15.75%	40,539
6000 • Accounting Fees	0	0	0	0	0	0	0	0.0%	15,250
6010 • Adult Program Supplies	0	0	0	0	602	600	2	24.09%	2,500
6020 • Advertising	1,494	1,475	19	20,426	10,734	10,775	(41)	27.04%	39,700
6035 • Aquatics	1,077	1,075	2	350	1,200	1,200	0	30.01%	4,000
6040 • Automobile Mileage	0	0	0	334	0	0	0	0.0%	2,250
6070 • Board/Staff Development	1,908	1,900	8	299	2,180	2,175	5	27.25%	8,000
6080 • Cart Paths	0	0	0	0	0	0	0	0.0%	3,000
6090 • Cash (Over)/Short	(60)	0	(60)	(102)	(132)	0	(132)	0.0%	0
6110 • Cleaning Supplies	2,111	1,975	136	2,470	3,800	3,650	150	14.31%	26,550
6130 • Clubhouse Landscaping	0	0	0	0	0	0	0	0.0%	23,700
6130 • Community Gardens	0	0	0	0	0	0	0	0.0%	4,000
6140 • Computer Expense / Support	1,301	1,415	(114)	13,431	23,347	23,355	(8)	38.33%	60,910
6150 • Consulting Fees	8,500	8,500	0	625	8,750	8,750	0	54.69%	16,000
6180 • Credit Card Fees	9,235	7,389	1,846	12,427	17,729	12,937	4,792	11.37%	155,878
6200 • Driving Range Supplies	0	0	0	0	0	0	0	0.0%	5,000
6210 • Dues, Licenses & Certification	1,810	1,850	(41)	7,123	6,365	6,295	70	32.56%	19,550
6220 • Election Supplies	0	0	0	40	36	0	36	0.45%	8,000
6240 • Equipment Rental	279	255	24	480	560	510	50	3.39%	16,500
6250 • Equipment Repairs & Parts	14,751	14,875	(124)	24,399	15,738	15,675	63	27.42%	57,400
6265 • Equipment Lease	0	0	0	0	0	0	0	0.0%	7,117
6270 • Facility Lease	25,000	25,000	0	40,000	50,000	50,000	0	16.67%	300,000
6273 • Field Trips-Youth	1,755	1,750	5	1,894	2,239	2,250	(11)	21.32%	10,500
6274 • Field Trips-Adult	0	0	0	0	0	0	0	0.0%	1,500
6295 • Fitness	0	0	0	59	0	0	0	0.0%	2,400
6310 • Fuel & Oil	4,690	4,725	(35)	4,908	5,928	5,925	3	12.75%	46,500
6315 • Golf Car Lease	0	0	0	0	0	0	0	0.0%	119,844
6333 • Gymnastics	689	675	14	1,108	753	750	3	11.59%	6,500
6350 • Irrigation Supplies / Pumphous	6,320	6,325	(5)	4,576	6,320	6,325	(5)	43.59%	14,500
6354 • Laundry	646	675	(29)	1,734	1,313	1,425	(112)	11.22%	11,700
6355 • League Supplies	674	750	(76)	1,088	1,765	1,750	15	10.7%	16,500
6360 • Legal Fees	1,065	1,050	15	75	1,065	1,050	15	10.14%	10,500
6370 • Liability Insurance	8,733	8,680	53	16,111	17,466	17,358	108	16.77%	104,158
6400 • Maintenance Agreements	1,210	1,360	(150)	13,978	9,283	8,170	1,113	18.29%	50,750
6405 • Maintenance & Repair	2,827	3,083	(256)	13,342	6,689	6,920	(231)	9.1%	73,500
6410 • Maint. Supplies/Tools	2,051	2,075	(24)	2,807	4,542	4,625	(83)	13.72%	33,100
6420 • Meals	46	50	(4)	192	352	350	2	4.82%	7,300
6450 • Furniture & Equipment	973	1,000	(27)	1,946	3,856	3,500	356	18.27%	21,100
6480 • Operating Supplies	1,140	1,100	40	3,491	2,154	2,175	(21)	5.84%	36,850
6485 • Paper/Plastic Goods	1,184	1,100	84	2,650	3,813	3,750	63	12.71%	30,000



**Fraser Valley Metropolitan Recreation District**  
**Budget to Actual - District Wide**  
**February 28, 2023**

	Current Period			2022 Actual	Year to date			% YTD Budget	2023 Budget
	Actual	Budget	Variance		Actual	Budget	Variance		
6510 - Pest Control	0	0	0	0	0	0	0	0.0%	7,000
6518 - Pool Chemicals & Supplies	413	450	(37)	4,572	1,269	1,200	69	4.64%	27,350
6561 - Payroll Expenses	3,204	2,300	904	2,958	4,393	3,500	893	26.22%	16,750
6580 - Sand	0	0	0	0	0	0	0	0.0%	15,000
6585 - Satellite TV / Music	1,044	1,015	29	2,311	2,496	2,460	36	21.11%	11,820
6590 - Schools & Seminars	1,772	1,795	(23)	1,865	3,886	3,900	(14)	17.16%	22,650
6600 - Security Systems	181	182	(1)	362	362	364	(2)	13.97%	2,590
6610 - Seeds, Chems & Fertilizer	27,503	27,600	(97)	76,454	78,211	78,300	(89)	59.25%	132,000
6630 - Signage	0	0	0	0	0	0	0	0.0%	2,400
6631 - Special Events	289	300	(11)	1,056	861	875	(14)	28.7%	3,000
6632 - Smallwares	304	300	4	274	455	450	5	13.0%	3,500
6634 - Spoilage	145	150	(5)	411	315	300	15	11.45%	2,750
6635 - Summer Program Supplies	0	0	0	0	0	0	0	0.0%	2,000
6650 - Telephone	3,272	3,356	(84)	6,575	6,539	6,712	(173)	16.22%	40,312
6660 - Toilet Rental & Supplies	89	100	(11)	0	89	100	(11)	2.22%	4,000
6680 - Transportation	0	0	0	205	0	0	0	0.0%	4,000
6690 - Trash Removal	1,174	1,480	(306)	3,109	2,450	2,960	(510)	13.17%	18,600
6710 - Uniforms	969	975	(6)	763	1,070	1,075	(5)	7.48%	14,300
6715 - Utilities	30,221	30,785	(564)	61,571	63,026	62,125	901	17.83%	353,500
6720 - Vehicle Maintenance	0	0	0	670	518	500	18	7.96%	6,500
6730 - Youth Program Supplies	432	450	(18)	493	492	525	(33)	7.04%	7,000
6735 - Employee / Vol Support	0	0	0	0	16	0	16	0.29%	5,500
6740 - Water System Maintenance	1,735	1,675	60	3,380	3,619	3,525	94	14.92%	24,250
<b>Total Expense</b>	<b>399,001</b>	<b>402,824</b>	<b>(3,823)</b>	<b>750,322</b>	<b>833,304</b>	<b>828,533</b>	<b>4,771</b>	<b>14.71%</b>	<b>5,663,427</b>
<b>Net Ordinary Income</b>	<b>642,541</b>	<b>606,702</b>	<b>35,839</b>	<b>629,585</b>	<b>735,149</b>	<b>663,298</b>	<b>71,851</b>	<b>35.58%</b>	<b>2,066,427</b>
<b>Other Income/Expense</b>									
<b>Other Income</b>									
3122 - Pole Creek Classic Revenue	0	0	0	0	0	0	0	0.0%	18,000
3183 - Property Tax Income O&M	37,116	36,913	203	43,436	45,612	44,987	625	37.91%	120,305
3210 - Grant Income	0	0	0	23,998	3,500	0	3,500	0.0%	0
3125 - Fund Raising Income	0	0	0	0	350	350	0	4.24%	8,250
8015 - Insurance Rembursement	0	0	0	0	0	0	0		0
3605 - Misc. Income	389	0	389	0	4,522	0	4,522	0.0%	8,000
<b>Total Other Income</b>	<b>37,505</b>	<b>36,913</b>	<b>592</b>	<b>67,434</b>	<b>53,984</b>	<b>45,337</b>	<b>8,647</b>	<b>34.93%</b>	<b>154,555</b>
<b>Other Expense</b>									
6330 - Grants & Donations	164	0	164	324	253	0	253	3.16%	8,000
6283 - Fund Raising Expenditure	0	0	0	0	0	0	0	0.0%	8,250
9015 - Insurance Repairs	0	0	0	2,220	0	0	0		0
9020 - Interest - Bonds	0	0	0	0	0	0	0	0.0%	420,200
9030 - Agent Fees	0	0	0	0	0	0	0	0.0%	400
9040 - Principal - Bonds	0	0	0	0	0	0	0	0.0%	780,000
9050 - Treasurer's Fees	36,842	36,829	13	43,214	45,277	45,131	146	37.04%	122,224
9078-01 - Capital Exp - CTF	0	0	0	0	72	75	(3)	0.0%	46,000
<b>Total Other Expense</b>	<b>37,006</b>	<b>36,829</b>	<b>177</b>	<b>45,758</b>	<b>45,603</b>	<b>45,206</b>	<b>397</b>	<b>3.29%</b>	<b>1,385,074</b>
<b>Net Other Income</b>	<b>499</b>	<b>84</b>	<b>415</b>	<b>21,676</b>	<b>8,381</b>	<b>131</b>	<b>8,250</b>	<b>-0.68%</b>	<b>(1,230,519)</b>
<b>Net Income</b>	<b>643,040</b>	<b>606,786</b>	<b>36,254</b>	<b>651,261</b>	<b>743,530</b>	<b>663,429</b>	<b>80,101</b>		<b>835,907</b>

**Fraser Valley Metropolitan Recreation District  
Pole Creek Golf Course  
February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
Ordinary Income/Expense									
Income									
3010 • Club Rental Income	0	0	0	0	0	0	0	0.0%	36,000
3050 • Driving Range Income	0	0	0	25	0	0	0	0.0%	115,000
3060 • Food	15,266	14,325	941	32,674	27,228	27,900	(672)	5.8%	470,000
3070 • Food Discounts	(1,071)	(700)	(371)	(1,534)	(1,971)	(1,400)	(571)	8.4%	(23,500)
3090 • Golf Cart Rentals	0	0	0	275	0	0	0	0.0%	430,000
3100 • Greens Fees Income	0	0	0	0	0	0	0	0.0%	1,100,000
3130 • Beverage	5,727	5,575	152	11,990	10,973	11,175	(202)	2.7%	406,000
3131 • Beverage Discounts	(657)	(600)	(57)	(873)	(1,289)	(1,200)	(89)	4.0%	(32,150)
3160 • Season Pass Income	0	0	0	3,725	0	0	0	0.0%	195,000
3165 • Resident ID Cards Income	0	0	0	2,709	0	0	0	0.0%	105,000
3168 • Merchandise Sales	426	400	26	207	426	400	26	0.2%	230,000
3171 • Tee Sign Revenue	0	0	0	0	0	0	0	0.0%	6,000
3205 • Tournament Premiums	0	0	0	0	0	0	0	0.0%	70,000
3300 • Events	0	0	0	300	0	0	0	0.0%	1,000
3370 • Grounds Maintenance Income	0	0	0	0	0	0	0	0.0%	6,800
Total Income	19,690	19,000	690	49,497	35,368	36,875	(1,507)	1.1%	3,115,150
Cost of Goods Sold									
4010 • Cost of Food	7,795	5,730	2,065	12,645	14,472	11,160	3,312	7.7%	188,000
4030 • Cost of Beverages	2,312	1,321	991	3,944	4,670	2,647	2,023	4.9%	96,200
6425 • Merchandise	231	200	31	152	231	200	31	0.2%	115,000
6560 • Rental Supplies	0	0	0	0	0	0	0	0.0%	35,500
Total COGS	10,338	7,251	3,087	16,741	19,373	14,007	5,366	4.5%	434,700
Gross Profit	9,352	11,749	(2,397)	32,756	15,995	22,868	(6,873)	0.6%	2,680,450
Expense									
5010 • Salaries	32,840	32,957	(117)	61,590	62,500	62,734	(234)	14.9%	419,750
5020 • Wages	9,403	9,550	(147)	17,593	20,093	20,025	68	3.1%	639,000
5024 • Pension Contributions	1,723	1,726	(3)	3,182	3,402	3,426	(24)	7.4%	45,703
5030 • Health Insurance	5,451	5,457	(6)	11,136	12,187	12,194	(7)	16.7%	73,124
5040 • Medicare Tax	529	560	(31)	1,245	1,176	1,223	(47)	6.6%	17,853
5050 • Unemployment Tax	92	109	(17)	172	181	216	(35)	7.5%	2,418
5060 • Worker's Compensation	1,498	1,586	(88)	2,261	2,995	3,176	(181)	15.7%	19,036
6020 • Advertising	600	600	0	4,719	2,891	2,900	(9)	18.1%	16,000
6040 • Automobile Mileage	0	0	0	172	0	0	0	0.0%	250
6080 • Cart Paths	0	0	0	0	0	0	0	0.0%	3,000
6090 • Cash (Over)/Short	0	0	0	(66)	0	0	0	0.0%	0
6110 • Cleaning Supplies	501	500	1	79	1,011	1,000	11	25.3%	4,000
6130 • Clubhouse Landscaping	0	0	0	0	0	0	0	0.0%	22,000
6140 • Computer Expense / Support	636	685	(49)	1,890	1,818	1,895	(77)	11.0%	16,500
6150 • Consulting Fees	0	0	0	0	0	0	0	0.0%	1,000
6180 • Credit Card Fees	898	663	235	1,578	1,703	1,334	369	2.0%	85,378
6200 • Driving Range Supplies	0	0	0	0	0	0	0	0.0%	5,000
6210 • Dues, Licenses & Certificates	318	300	18	1,470	1,488	1,495	(8)	33.8%	4,400
6240 • Equipment Rental	90	80	10	169	181	160	21	1.4%	13,000
6250 • Equipment Repairs & Parts	14,523	14,575	(52)	15,995	15,183	15,025	158	41.0%	37,000

**Fraser Valley Metropolitan Recreation District  
Pole Creek Golf Course  
February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
6265 • Equipment Lease	0	0	0	0	0	0	0	0.0%	7,117
6310 • Fuel & Oil	3,423	3,425	(2)	1,971	3,423	3,425	(2)	11.4%	30,000
6315 • Golf Car Lease	0	0	0	0	0	0	0	0.0%	119,844
6350 • Irrigation Supplies / Pumph	6,320	6,325	(5)	4,576	6,320	6,325	(5)	52.7%	12,000
6354 • Laundry	380	375	5	1,108	780	775	5	10.4%	7,500
6360 • Legal Fees	300	300	0	75	300	300	0	20.0%	1,500
6370 • Liability Insurance	2,689	2,782	(93)	5,154	5,379	5,569	(190)	16.1%	33,389
6400 • Maintenance Agreements	0	0	0	2,925	0	0	0	0.0%	10,250
6405 • Maintenance & Repair	120	150	(30)	3,568	234	225	9	1.4%	16,500
6410 • Maint. Supplies/Tools	99	100	(1)	726	1,358	1,350	8	34.0%	4,000
6420 • Meals	23	25	(2)	5	23	25	(2)	0.9%	2,500
6450 • Furntiure & Equipment	0	0	0	0	0	0	0	0.0%	5,500
6480 • Operating Supplies	237	250	(13)	876	842	875	(33)	4.6%	18,300
6485 • Paper/Plastic Goods	410	300	110	1,130	410	300	110	2.4%	17,000
6510 • Pest Control	0	0	0	0	0	0	0	0.0%	7,000
6580 • Sand	0	0	0	0	0	0	0	0.0%	15,000
6585 • Satellite TV / Music	305	300	5	600	610	600	10	16.1%	3,800
6590 • Schools & Seminars	1,268	1,270	(2)	1,325	1,951	1,950	1	48.8%	4,000
6600 • Security Systems	70	70	(0)	140	140	140	(0)	16.6%	840
6610 • Seeds, Chems & Fertilizer	22,589	22,600	(11)	71,092	73,297	73,300	(3)	61.1%	120,000
6630 • Signage	0	0	0	0	0	0	0	0.0%	400
6632 • Smallwares	304	300	4	236	455	450	5	18.2%	2,500
6634 • Spoilage	145	150	(5)	140	315	300	15	15.8%	2,000
6650 • Telephone	1,395	1,330	65	2,716	2,784	2,660	124	17.4%	16,000
6660 • Toilet Rental & Supplies	89	100	(11)	0	89	100	(11)	17.8%	500
6690 • Trash Removal	509	450	59	873	541	900	(359)	9.7%	5,600
6710 • Uniforms	879	875	4	109	980	975	5	10.3%	9,500
6715 • Utilities	4,512	4,250	262	9,462	9,287	8,400	887	12.3%	75,500
6720 • Vehicle Maintenance	0	0	0	(5)	518	500	18	34.5%	1,500
6735 • Employee / Vol Support	0	0	0	0	0	0	0		1,500
6740 • Water System Maintenance	864	900	(36)	1,963	1,818	1,850	(32)	11.7%	15,500
Total Expense	116,031	115,975	56	233,946	238,663	238,097	566	12.0%	1,990,952
Net Ordinary Income	(106,679)	(104,226)	(2,453)	(201,190)	(222,667)	(215,229)	(7,438)		689,499
Other Income/Expense									
Other Income									
3170-1 • Misc. Income	29	0	29	0	58	0	58	0	8,000
3125 • Fund Raising Income	0	0	0	0	0	0	0	0.0%	7,500
3210 • Grant Income	0	0	0	450	0	0	0	0.0%	0
8015 • Insurance Remibursement	0	0	0	0	0	0	0	0.0%	0
Total Other Income	29	0	29	450	58	0	58	0.4%	15,500
Other Expense									
6283 • Fund Raising Expenditure	0	0	0	0	0	0	0	0.0%	7,500
9015 • Insurance Repairs	0	0	0	2,220	0	0	0	0.0%	0
Total Other Expense	0	0	0	2,220	0	0	0	0.0%	7,500
Net Other Income	29	0	29	(1,770)	58	0	58	0.0%	8,000
Net Income	(106,650)	(104,226)	(2,424)	(202,960)	(222,609)	(215,229)	(7,380)		697,499

**Fraser Valley Metropolitan Recreation District  
Parks and Recreation Combined  
February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
Ordinary Income/Expense									
Income									
3031 • Memberships	32,725	29,000	3,725	103,402	134,736	114,625	20,111	28.6%	471,000
3032 • Punch Cards	15,678	10,500	5,178	24,691	49,889	39,600	10,289	41.2%	121,000
3033 • Daily Admissions	46,714	39,950	6,764	46,619	86,200	76,000	10,200	24.8%	347,000
3034 • Gymnastics Programs	15,304	13,650	1,654	36,896	32,448	29,400	3,048	24.8%	130,700
3035 • Aquatic Programs	3,557	2,800	757	3,918	9,674	7,000	2,674	32.2%	30,000
3036 • Fitness Programs	4,484	4,200	284	1,877	8,755	6,550	2,205	20.6%	42,500
3037 • Child Care	0	25	(25)	20	5	50	(45)	0.7%	750
3038 • Vending	0	0	0	0	0	0	0	0.0%	2,000
3039 • Climbing Wall	793	950	(158)	3,300	2,473	2,500	(28)	29.1%	8,500
3040 • Retail Sales	2,797	2,125	672	4,210	6,666	4,650	2,016	30.3%	22,000
3041 • Concessions	1,692	1,500	192	2,860	3,548	3,000	548	33.8%	10,500
3080 • User Fees-Adult	4,191	2,375	1,816	(1,068)	8,616	6,375	2,241	50.7%	17,000
3085 • User Fees-Youth	87,611	90,650	(3,039)	102,719	102,732	104,250	(1,518)	47.1%	218,000
3110 • Interest Income	1,417	550	867	623	3,012	1,100	1,912	46.3%	6,500
3111 • Interest Income County	(7)	0	(7)	(33)	(7)	0	(7)	-0.4%	1,800
3123 • Special Events	255	300	(45)	3,088	2,725	2,500	225	60.6%	4,500
3124 • Sponsorships	0	0	0	700	0	0	0	0.0%	12,200
3172 • Facility Rental Fees	6,605	6,650	(45)	12,713	15,823	14,750	1,073	23.3%	68,000
3173 • Skate Rentals	1,968	2,850	(882)	4,908	4,054	5,550	(1,496)	18.9%	21,500
3180 • Property Tax Income-Current	318,402	318,191	211	372,619	391,286	389,240	2,046	37.0%	1,058,870
3181 • Property Tax-Delinquent	(77)	0	(77)	(1,788)	(77)	0	(77)	0.0%	0
3200 • Specific Ownership Taxes	11,909	12,601	(692)	23,438	21,649	24,603	(2,954)	14.4%	150,000
3205 • Leagues & Tournaments	4,409	3,500	909	20,197	14,710	14,300	410	14.3%	103,000
3209 • Donations	0	0	0	0	0	0	0	0.0%	(500)
Total Income	560,427	542,367	18,060	765,906	898,915	846,043	52,872	31.6%	2,846,820
Cost of Goods Sold									
6425 • Merchandise	2,287	1,763	524	4,162	4,475	3,724	751	28.0%	16,000
Total COGS	2,287	1,763	524	4,162	4,475	3,724	751	28.0%	16,000
Gross Profit	558,140	540,604	17,536	761,744	894,440	842,319	52,121	31.6%	2,830,820
Expense									
5010 • Salaries	53,328	60,835	(7,507)	105,416	109,924	121,674	(11,750)	13.0%	846,500
5020 • Wages	66,181	60,669	5,512	89,433	132,062	122,444	9,618	17.6%	751,000
5024 • Pension Contributions	4,556	4,703	(147)	7,332	9,149	9,482	(333)	15.3%	59,906
5025 • Contract Labor	1,088	1,000	88	4,000	2,188	2,100	88	3.8%	57,400
5030 • Health Insurance	16,803	18,679	(1,876)	30,225	34,306	37,358	(3,052)	15.2%	225,347
5040 • Medicare Tax	1,760	1,911	(151)	2,822	3,535	3,724	(189)	15.3%	23,163
5050 • Unemployment Tax	243	259	(16)	388	488	512	(24)	15.3%	3,196
5060 • Worker's Compensation	1,405	1,471	(66)	2,305	2,810	2,954	(144)	15.9%	17,657
6000 • Accounting Fees	0	0	0	0	0	0	0	0.0%	15,250
6010 • Adult Program Supplies	0	0	0	0	602	600	2	24.1%	2,500
6020 • Advertising	727	750	(23)	13,140	4,926	4,950	(24)	28.1%	17,500
6035 • Aquatics	1,077	1,075	2	350	1,200	1,200	0	30.0%	4,000
6040 • Automobile Mileage	0	0	0	162	0	0	0	0.0%	2,000
6070 • Board/Staff Development	1,908	1,900	8	299	2,180	2,175	5	27.2%	8,000
6090 • Cash (Over)/Short	(118)	0	(118)	32	(190)	0	(190)	0.0%	0
6110 • Cleaning Supplies	770	675	95	1,827	1,856	1,750	106	11.6%	16,050
6130 • Clubhouse Landscaping	0	0	0	0	0	0	0	0.0%	1,700



**Fraser Valley Metropolitan Recreation District  
Parks and Recreation Combined  
February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
6131 • Community Gardens	0	0	0	0	0	0	0	0.0%	4,000
6140 • Computer Expense / Support	475	530	(55)	11,282	21,243	21,160	83	54.3%	39,110
6150 • Consulting Fees	8,250	8,250	0	125	8,250	8,250	0	68.8%	12,000
6180 • Credit Card Fees	4,799	3,825	974	6,215	8,740	6,250	2,490	25.3%	34,500
6210 • Dues, Licesnses & Certificatio	1,492	1,550	(58)	5,153	3,822	3,750	72	29.1%	13,150
6220 • Election Supplies	0	0	0	40	36	0	36	0.5%	8,000
6240 • Equipment Rental	0	0	0	0	0	0	0	0.0%	1,500
6250 • Equipment Repairs & Parts	228	300	(72)	679	261	350	(89)	3.1%	8,400
6273 • Field Trips-Youth	1,755	1,750	5	1,894	2,239	2,250	(11)	21.3%	10,500
6274 • Field Trips-Adult / Teen	0	0	0	0	0	0	0	0.0%	1,500
6295 • Fitness	0	0	0	59	0	0	0	0.0%	2,400
6310 • Fuel & Oil	1,267	1,300	(33)	2,937	2,504	2,500	4	15.2%	16,500
6333 • Gymnastics	689	675	14	1,108	753	750	3	11.6%	6,500
6350 • Irrigation Supplies / Pumphou	0	0	0	0	0	0	0	0.0%	2,500
6355 • League Supplies	674	750	(76)	1,088	1,765	1,750	15	10.7%	16,500
6360 • Legal Fees	765	750	15	0	765	750	15	12.7%	6,000
6370 • Liability Insurance	5,236	5,040	196	9,368	10,472	10,069	403	17.3%	60,469
6400 • Maintenance Agreements	1,100	1,250	(150)	10,408	8,046	7,450	596	24.0%	33,500
6405 • Maintenance & Repair	307	583	(276)	7,861	3,832	4,120	(289)	7.9%	48,500
6410 • Maint. Supplies/Tools	1,879	1,850	29	1,718	2,979	3,025	(46)	11.6%	25,600
6420 • Meals	23	25	(2)	188	329	325	4	6.9%	4,800
6450 • Furntiure & Equipment	973	1,000	(27)	1,946	3,856	3,500	356	24.7%	15,600
6480 • Operating Supplies	587	500	87	2,070	996	950	46	7.4%	13,550
6485 • Paper/Plastic Goods	429	450	(21)	766	1,211	1,200	11	22.0%	5,500
6518 • Pool Chemicals & Supplies	413	450	(37)	4,572	1,269	1,200	69	4.6%	27,350
6561 • Payroll Expenses	3,204	2,300	904	2,958	4,393	3,500	893	26.2%	16,750
6585 • Satellite TV / Music	320	300	20	1,034	1,041	1,020	21	25.9%	4,020
6590 • Schools & Seminars	504	525	(21)	540	1,935	1,950	(15)	13.2%	14,650
6600 • Security Systems	111	112	(1)	222	222	224	(2)	16.5%	1,350
6610 • Seeds, Chems & Fertilizer	4,914	5,000	(86)	5,362	4,914	5,000	(86)	41.0%	12,000
6630 • Signage	0	0	0	0	0	0	0	0.0%	2,000
6631 • Special Events	289	300	(11)	1,056	861	875	(14)	34.4%	2,500
6635 • Summer Program Supplies	0	0	0	0	0	0	0	0.0%	2,000
6650 • Telephone	1,497	1,651	(154)	3,102	2,994	3,302	(308)	15.1%	19,812
6660 • Toilet Rental & Supplies	0	0	0	0	0	0	0	0.0%	3,500
6680 • Transportation	0	0	0	205	0	0	0	0.0%	4,000
6690 • Trash Removal	385	450	(65)	803	775	900	(125)	12.9%	6,000
6710 • Uniforms	90	100	(10)	653	90	100	(10)	2.1%	4,300
6715 • Utilities	22,128	22,935	(807)	44,899	46,145	46,525	(380)	19.1%	241,000
6720 • Vehicle Maintenance	0	0	0	675	0	0	0	0.0%	5,000
6730 • Youth Program Supplies	432	450	(18)	493	492	525	(33)	7.0%	7,000
6735 • Employee / Vol Support	0	0	0	0	16	0	16	0.5%	3,500
6740 • Water System Maintenance	871	775	96	1,418	1,801	1,675	126	20.6%	8,750
<b>Total Expense</b>	<b>215,811</b>	<b>219,653</b>	<b>(3,842)</b>	<b>390,630</b>	<b>454,083</b>	<b>456,118</b>	<b>(2,035)</b>	<b>16.1%</b>	<b>2,827,230</b>
<b>Net Ordinary Income</b>	<b>342,329</b>	<b>320,951</b>	<b>21,378</b>	<b>371,114</b>	<b>440,357</b>	<b>386,201</b>	<b>54,156</b>		<b>3,590</b>
<b>Other Income/Expense</b>									
<b>Other Income</b>									
3122 • Grand Classic Revenue	0	0	0	0	0	0	0	0.0%	18,000
3125 • Fund Raising Income	0	0	0	0	350	350	0	46.7%	750
3170-1 • Misc. Income	270	0	270	0	4,280	0	4,280	0.0%	0
3183 • Property Tax Income O&M	37,116	36,913	203	43,436	45,612	44,987	625	37.9%	120,305

**Fraser Valley Metropolitan Recreation District  
Parks and Recreation Combined  
February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
3210 - Grant Income	0	0	0	23,548	3,500	0	3,500	0.0%	0
<b>Total Other Income</b>	37,386	36,913	473	66,984	53,743	45,337	8,406	38.6%	139,055
<b>Other Expense</b>									
6330 - Grants & Donations	164	0	164	324	253	0	253	3.2%	8,000
6283 - Fund Raising Expenditure	0	0	0	0	0	0	0	0.0%	750
9050 - Treasurer's Fees	17,772	17,756	16	20,713	21,841	21,713	128	37.0%	58,959
<b>Total Other Expense</b>	17,936	17,756	180	21,037	22,094	21,713	381	32.6%	67,709
<b>Net Other Income</b>	19,450	19,157	293	45,947	31,649	23,624	8,025	44.4%	71,346
<b>Net Income</b>	<b>361,779</b>	<b>340,108</b>	<b>21,671</b>	<b>417,061</b>	<b>472,006</b>	<b>409,825</b>	<b>62,181</b>		<b>74,936</b>

**Fraser Valley Metropolitan Recreation District**  
**The Foundry Cinema Bowl**  
**February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
Ordinary Income/Expense									
Income									
3011 • Bowling Sales	42,209	27,800	14,409	55,610	81,280	57,850	23,430	25.6%	318,000
3038 • Vending / Arcade	0	0	0	3,729	3,907	3,000	907	21.7%	18,000
3041 • Concessions	8,457	7,400	1,057	13,148	18,199	13,975	4,224	15.2%	120,000
3043 • Movie Sales	17,650	20,900	(3,250)	30,670	40,212	42,900	(2,688)	11.5%	350,000
3060 • Food	11,697	14,225	(2,528)	17,551	23,296	24,175	(879)	15.5%	150,000
3070 • Food Discounts	(226)	(150)	(76)	(120)	(491)	(300)	(191)	24.6%	(2,000)
3123 • Special Events	0	0	0	0	0	0	0	0.0%	1,000
3124 • Sponsorships	4,200	3,750	450	6,900	8,280	7,500	780	18.4%	45,000
3130 • Beverage	26,625	24,625	2,000	39,977	53,793	47,325	6,468	23.4%	230,000
3131 • Beverage Discounts	(308)	(150)	(158)	(323)	(663)	(300)	(363)	33.1%	(2,000)
3172 • Facility Rental Fees	1,000	1,000	0	3,600	2,000	2,000	0	12.9%	15,500
3205 • Leagues & Tournaments	1,440	1,000	440	3,840	7,680	6,500	1,180	51.2%	15,000
Total Income	112,745	100,400	12,345	174,582	237,494	204,625	32,869	18.9%	1,258,500
Cost of Goods Sold									
4010 • Cost of Food	4,547	6,220	(1,673)	7,249	10,955	11,843	(888)	14.9%	73,500
4030 • Cost of Beverages	6,554	6,099	455	13,113	13,685	11,427	2,258	22.0%	62,100
6426 • Cost of Movies	7,098	10,450	(3,352)	15,141	16,874	19,450	(2,576)	9.6%	175,000
6427 • Cost of Concessions	1,909	1,922	(13)	3,634	6,703	3,630	3,073	21.5%	31,200
Total COGS	20,108	24,691	(4,583)	39,136	48,217	46,350	1,867	14.1%	341,800
Gross Profit	92,636	75,709	16,927	135,446	189,277	158,275	31,002	20.6%	916,700
Expense									
5010 • Salaries	5,539	5,538	1	9,231	10,154	10,154	(0)	15.4%	66,000
5020 • Wages	19,353	19,425	(72)	37,435	41,334	37,350	3,984	16.2%	255,000
5024 • Pension Contributions	1,235	1,169	66	1,976	2,606	2,282	324	17.3%	15,038
5030 • Health Insurance	987	1,313	(326)	1,919	1,974	2,634	(660)	12.5%	15,764
5040 • Medicare Tax	477	505	(28)	840	1,008	989	19	15.1%	6,655
5050 • Unemployment Tax	66	62	4	116	139	120	19	17.6%	792
5060 • Worker's Compensation	291	320	(29)	415	582	646	(64)	15.1%	3,846
6020 • Advertising & Promotion	167	125	42	2,568	2,916	2,925	(9)	47.0%	6,200
6090 • Cash (Over)/Short	58	0	58	(68)	58	0	58	0.0%	0
6110 • Cleaning Supplies	841	800	41	564	933	900	33	14.4%	6,500
6140 • Computer Expense / Support	190	200	(10)	260	285	300	(15)	5.4%	5,300
6150 • Consulting Fees	250	250	0	500	500	500	0	16.7%	3,000
6180 • Credit Card Fees	3,538	2,901	637	4,634	7,287	5,353	1,934	20.2%	36,000
6210 • Dues, Licenses & Certification	0	0	0	500	1,055	1,050	5	52.8%	2,000
6240 • Equipment Rental	189	175	14	311	379	350	29	19.0%	2,000
6250 • Equipment Repairs & Parts	0	0	0	7,725	294	300	(6)	2.4%	12,000
6270 • Facility Lease	25,000	25,000	0	40,000	50,000	50,000	0	16.7%	300,000
6354 • Laundry	267	300	(33)	627	534	650	(116)	12.7%	4,200
6360 • Legal Fees	0	0	0	0	0	0	0	0.0%	3,000
6370 • Liability Insurance	808	858	(50)	1,589	1,615	1,720	(105)	15.7%	10,300
6400 • Maintenance Agreements	110	110	0	645	1,237	720	517	17.7%	7,000
6405 • Maintenance & Repair	2,400	2,350	50	1,913	2,624	2,575	49	30.9%	8,500
6410 • Maint. Supplies/Tools	72	125	(53)	363	205	250	(45)	5.9%	3,500

**Fraser Valley Fraser Valley Metropolitan Recreation District**  
**The Foundry Cinema Bowl**  
**February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
6450 - Furntiure & Equipment	0	0	0	0	0	0	0	0.0%	0
6480 - Operating Supplies	316	350	(34)	545	316	350	(34)	6.3%	5,000
6485 - Paper Goods / Supplies	345	350	(5)	754	2,192	2,250	(58)	29.2%	7,500
6585 - Satellite TV / Music	419	415	4	677	845	840	5	21.1%	4,000
6590 - Schools & Seminars	0	0	0	0	0	0	0	0.0%	4,000
6600 - Security Systems	0	0	0	0	0	0	0	0.0%	400
6631 - Special Events	0	0	0	0	0	0	0	0.0%	500
6632 - Smallwares	0	0	0	38	0	0	0	0.0%	1,000
6634 - Spoilage	0	0	0	271	0	0	0	0.0%	750
6650 - Telephone	381	375	6	758	761	750	11	16.9%	4,500
6690 - Trash Removal	281	580	(299)	1,433	1,134	1,160	(26)	16.2%	7,000
6710 - Uniforms	0	0	0	0	0	0	0	0.0%	500
6715 - Utilities	3,582	3,600	(18)	7,211	7,594	7,200	394	20.5%	37,000
6735 - Employee / Vol Support	0	0	0	0	0	0	0	0.0%	500
<b>Total Expense</b>	<b>67,158</b>	<b>67,196</b>	<b>(38)</b>	<b>125,745</b>	<b>140,559</b>	<b>134,318</b>	<b>6,241</b>	<b>16.6%</b>	<b>845,245</b>
<b>Net Ordinary Income</b>	<b>25,478</b>	<b>8,513</b>	<b>16,965</b>	<b>9,701</b>	<b>48,718</b>	<b>23,957</b>	<b>24,761</b>	<b>68.2%</b>	<b>71,455</b>
<b>Other Income/Expense</b>									
<b>Other Income</b>									
3170-1 - Misc. Income	90	0	90	0	183	0	183	0	0
<b>Total Other Income</b>	<b>90</b>	<b>0</b>	<b>90</b>	<b>0</b>	<b>183</b>	<b>0</b>	<b>183</b>	<b>0.0%</b>	<b>0</b>
<b>Net Other Income</b>	<b>90</b>	<b>0</b>	<b>90</b>	<b>0</b>	<b>183</b>	<b>0</b>	<b>183</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income</b>	<b>25,568</b>	<b>8,513</b>	<b>17,055</b>	<b>9,701</b>	<b>48,901</b>	<b>23,957</b>	<b>24,944</b>		<b>71,455</b>



**Fraser Valley Metropolitan Recreation District**  
**Capital Expenditures**  
**February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023 Draft
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
<b>Income</b>									
3124 · Sponsorships	0	0	0	0	0	0	0	0.0%	0
3170 · Miscellaneous Income	0	0	0	0	0	0	0	0.0%	0
3210 · Grants & Donations	0	0	0	0	0	0	0	0.0%	0
<b>Total Income</b>	0	0	0	0	0	0	0	0.0%	0
<b>Gross Profit</b>	0	0	0	0	0	0	0	0.0%	0
	0	0	0	0	0	0	0	0.0%	0
<b>Other Expense</b>									
9077 · Capital Expenditure-Parks & Rec									
9077-01 · Capital Exp - Parks & Rec	0	0	0	20,753	0	0	0	0.0%	112,500
9077-02 · Capital Lease - Parks & Rec	2,908	2,908	0	5,816	5,816	5,816	0	13.6%	42,896
<b>Total 9077 · Total Capital-Parks &amp; Rec</b>	2,908	2,908	0	26,569	5,816	5,816	0	3.7%	155,396
9078 · Capital Expenditure-Golf Course									
9078-01 · Capital Exp - Golf Course	7,764	7,764	0	0	31,614	31,614	0	4.4%	715,874
9078-02 · Capital Lease - Golf Course	672	672	0	1,345	1,345	1,344	1	1.4%	97,267
<b>Total 9078 · Total Capital-Golf Course</b>	8,437	8,436	1	1,345	32,959	32,958	1	4.1%	813,141
<b>Total Other Expense</b>	11,345	11,344	1	27,914	38,775	38,774	1	4.0%	968,537
<b>Net Income</b>	(11,345)	(11,344)	(1)	(27,914)	(38,775)	(38,774)	(1)		(968,537)
<b>Parks and Recreation</b>	<b>2023 Budget</b>	<b>Actual To Date</b>		<b>Pole Creek Golf Club</b>		<b>2023 Budget</b>	<b>Actual To Date</b>		
2023 Mini Van Lease (new)	8,000	-		2019 - 5 Year Equipment Lease (12193)		16,038	-		
Parks Truck Lease	12,551	2,092		2019 - Ally Truck Lease		8,069	1,344		
Gen Rec Mini Bus Lease	12,321	2,054		2020 - 5 Year Equipment Lease (12262)		23,095	-		
Parks 5-Year Equipment Lease - 2021 Bobcat	10,024	1,671		2021 - 5 Year Equipment Lease (12319)		26,310	-		
				2022 - 5 Year Equipment Lease		23,755	-		
<b>Total Capital Leases</b>	42,896	5,816		<b>Total Capital Leases</b>		97,267	1,344		
Carpet Replacement (Mtg Rm/LG office/Admin)	12,000	-		Cart Path Phase V		167,250	-		
Lap Pool Boiler	34,000	-		Gaylord Reservoir Repair		13,581	-		
Expresso S3 Upright Bike	7,500	-		Walk-in Fridge		5,000	-		
Custom Tramp Pads	9,000	-		Point of Sales Software		10,000	-		
Standing Mower	9,000	-		Hobart Dish Machine		20,000	-		
Toro Sand Pro	20,000	-		Sealcoat Parking Lot		34,443	-		
Portable Aquatic Lift (ADA)	6,000	-		Triplex Mpower		46,500	-		
Ice Box Solar Project	15,000	-		Air Conditioner Unit Replacement		20,000	-		
		-		Driving Range Netting		80,000	23,850		
				Concrete Pad and Artificial Turf		38,000	-		
				Clubhouse Radio Repeater and Radios (PS)		8,300	-		
				4 Additional Ranger Carts (PS)		15,800	-		
				Asphalt Lower / Maint Parking Area		242,000	-		
				Stain outbuildings and fences		8,000	-		
				Champion Tuff Grill(F&B)		7,000	7,764		
<b>Capital Expenditures</b>	112,500	-		<b>Capital Expenditures</b>		715,874	31,614		
<b>Total Capital - Parks &amp; Recreation</b>	<b>155,396</b>	<b>5,816</b>		<b>Total Capital - Pole Creek Golf</b>		<b>813,141</b>	<b>32,958</b>		

**Fraser Valley Metropolitan Recreation District**  
**Debt Service**  
**February 28, 2023**

	Current Period			2022	Year to date			% YTD	2023
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget	Budget
Ordinary Income/Expense									
Income									
3111 - Interest Income County	(8)	0	(8)	(55)	(8)	0	(8)	-0.4%	2,000
3181 - Property Tax-Delinquent	(84)	0	(84)	(2,961)	(84)	0	(84)	0.0%	0
3182 - Property Tax Income Debt	381,487	381,459	28	452,974	468,811	468,359	452	37.1%	1,265,308
Total Income	381,395	381,459	(64)	449,958	468,720	468,359	361	37.0%	1,267,308
Gross Profit	381,395	381,459	(64)	449,958	468,720	468,359	361	37.0%	1,267,308
Net Ordinary Income	381,395	381,459	(64)	449,958	468,720	468,359	361	37.0%	1,267,308
Other Income/Expense									
Other Expense									
9020 - Interest - Bonds	0	0	0	0	0	0	0	0.0%	420,200
9030 - Agent Fees	0	0	0	0	0	0	0	0.0%	400
9040 - Principal - Bonds	0	0	0	0	0	0	0	0.0%	780,000
9050 - Treasurer's Fees	19,070	19,073	(3)	22,501	23,436	23,418	18	37.0%	63,265
Total Other Expense	19,070	19,073	(3)	22,501	23,436	23,418	18	1.9%	1,263,865
Net Income	362,325	362,386	(61)	427,457	445,283	444,941	342		3,443



To: FVMRD Board of Directors  
From: Golf Services Division  
Date: March 31, 2023  
Subject: Golf Department Report

## **Golf Shop**

Season passes and Resident ID cards went on sale in mid-March and sales are over \$13k for the month and there has been no push back with the price increases. I am starting to get calls for tee time bookings and am putting people off until early May when the new Point-of-Sale and tee sheet will be operational. They will be installing the new system the week of April 17<sup>th</sup> with a projected go live the following week.

Spring apparel is beginning to arrive and I will be setting up the shop in late April to hopefully sell off the rest of last season's clothing, showcase the new gear and sell season passes. I have done some interviews for staff and expect to hear back from several prospects once spring break is over.

## **Turf Maintenance**

The snow during the 2<sup>nd</sup> half of the month has prevented us from clearing cart paths as quickly as we would like but the extended forecast looks more promising to get the rest of them cleared. We will be bringing on a few staff in early April to help with clearing greens and getting things ready for May. We are still looking for a few more staff and volunteers to get us fully staffed.

## **Bistro 28**

The Bistro is winding down the winter season, with our last evening of service on Saturday, April 8<sup>th</sup>. We had our final Ski & Snowshoe event on March 4<sup>th</sup>, which drew around 90 guests for our special menu and bonfire. We were also able to accommodate walk-ins and happy hour additions.

In the off season, we will be installing and training on our new Point of Sale system, which will integrate Food & Beverage with the Pro Shop. Both Jesse and I will be here to learn the system as it is set up, and therefore have the opportunity to adequately train staff for the summer. I have received interest and followed up with potential staff for the summer season. We continue to emphasize the need for both Front and Back of House support. Interviews will start mid-April, in order to begin training and scheduling prior to Mother's Day Brunch on May 14<sup>th</sup>, and the anticipated opening that same week. Kai and I are preparing a summer menu, including a revised 9<sup>th</sup> Tee Menu. We continue to receive inquiries about tournaments and special events.

**To:** FVMRD Board of Directors  
**Date:** April 4<sup>th</sup>, 2023 (March meeting)  
**Subject:** Fraser Valley Rec Department Report



### **Grand Park Community Recreation Center (GPCRC)**

Membership and punch card sales were strong in February as well as patron attendance. We saw 11,697 visits, slightly up from 2019 and an increase of 2,500 from 2022.

Laurel was able to offer a Spring Break lifeguard class and we now have two additional guards. We have several returning staff for the summer season. We are hopeful that we can get through the next couple of months without closures.

The state inspection for our Climbing Wall and Aquatic Slide was on March 29<sup>th</sup> with the Colorado Amusement Rides and Devices Program that oversees the operation of all mechanical rides and device operations in the state. Everything is up to the highest safety standards for the Climbing Wall. The Slide passed inspection with the understanding that we will replace the flow meter as soon as possible.

### **Recreation Division – Programming**

Group Fitness attendance is up 541 participants compared to 2022. Returning and additional programming have helped bring back patron participation. We are also seeing an increase in personal training. We are adding a new Vinyasa Yoga class beginning in April. It will be held on Tuesdays 12:00 pm – 1:00 PM with a new instructor, Derik McCuiston.

Programming has been flourishing in the Aquatics department. Group swim lessons with Lisa Miller will resume in April, as they were paused during March to allow staff to focus on the spring break crowds. Private lessons continue to be in high demand. Our volunteer, decorated swim coach Carolyn Crawford, unfortunately is leaving us, but we are grateful she was able to create such a successful Orca's program this winter. She even invited Laurel to share her talent in diving which provided the Orca's the opportunity to learn to dive off the board. We are currently looking for a new coach to take over Orcas this fall.

Climbing club (both beginner and advanced) are going well. The advanced climbing kids have been working on belaying technique, rappelling, and knot tying.

The Alpine Angels Aerial's team are composing a play for their Spring performance! Jules wrote the play to incorporate a plot driven performance. In the gymnastics program we are preparing for meet season. New leotards are being ordered and team pictures are scheduled for May 16<sup>th</sup>. Our new trampoline pad will be delivered in May. The new coach, Ashleigh, has shown to be a great asset to our program.

The Cross County Ski program wraps up Tuesday, April 4<sup>th</sup>, thanks to Tripp Rankin for coaching this year and Devil's Thumb for sharing his talent. Thursday, April 6<sup>th</sup> is our Teen Egg Hunt at the soccer dome in Granby in conjunction with Granby Rec.

Registration for Summer Day Camp for Grand County working families was March 15<sup>th</sup>, and as of March 30<sup>th</sup> only 13 of the 41 days do not have a waitlist. Registration for summer programs (golf, tennis etc.) and Summer Day Camp for the public starts at 9am on Monday, April 17<sup>th</sup>.

The Fraser Valley Elementary school will be closed for the summer for a big construction project. We are looking at other off-site locations to accommodate additional youth. We are talking to the Library, the Colorado Adventure Park, and considering purchasing a Yurt to put at the Fraser Valley Sports Complex as some potential options.

We will be offering Teen Trips again this summer and are hopeful to implement a few "Parent's Nights Out" as well on Friday evenings this summer.

Attendance for Rec Camp during Spring Break was very low with only 4-6 kids each day. As required by the State of Colorado – School Age Licensing, the drinking water at the Rec Center was tested for lead by the county on March 9<sup>th</sup>. We are still waiting to hear the results.



**Parks & Athletics**

IceBox Ice rink closes on April 9<sup>th</sup>. Tolin Mechanical is scheduled to shut down the refrigeration system on April 11<sup>th</sup>. After closing, staff will begin cleaning inside and outside of the facility and prepare for the sport court installation.

All winter adult leagues have been completed. The IceBox hosted 145 adult hockey games, 154 curling games, and 70 youth hockey games in the 2022-2023 season.

Youth volleyball is going well, and there are 3 teams representing the Fraser Valley. Youth Baseball registration is open, and practices will begin in early May.

WPAQ had several reservations in March and one larger paintball event on March 18<sup>th</sup>.

HTA continues to maintain trails at the FVSC. Skiers seem to enjoy this loop, and there was steady usage in March.

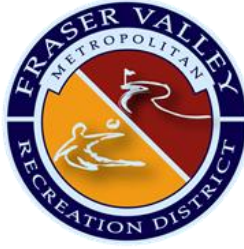
**Facility Maintenance**

Our facility maintenance supervisor Michael Deulley has accepted a job in Washington state and has given his notice. His last day will be Wednesday, April 5<sup>th</sup>. Michael will be spending his last few days on the job training our current facility maintenance specialist and custodial coordinator on department job duties. We thank Michael for his time with us. We are reviewing our current organizational structure related to this position and evaluating options for short- and long-term success in filling these job responsibilities.

We are expecting Tolin Mechanical to be on site on Monday, April 3<sup>rd</sup> to replace a control board in one of our domestic boilers at the GPCRC. They will also be on site in April to perform the bi-annual preventative maintenance on our HVAC system. We will be replacing the carpet in the GPCRC meeting room and aquatic supervisor office the week of April 10<sup>th</sup>.

Sincerely,

***Fraser Valley Rec Staff***



**To:** FVMRD Board of Directors  
**From:** Scott Ledin, Administration Division  
**Date:** March 31, 2023  
**Subject:** District Administration Department Report

### ***General Administration***

We are working with our new Board members to schedule a new Board member orientation in early May.

We have received a draft of the recruitment video we have been working on with TH Media Pro. We're working on making some edits and will share the final production once completed.

Scott and Ann met with Bob Klug from CSAFE to discuss local government investment pool (LGIP) opportunities. The CSAFE LGIP is able to offer a more competitive interest rate than Citywide Bank. We have added a resolution to the meeting agenda for discussion and possible approval to invest District funds with CSAFE.

### ***2022 Audit***

We have retained the Watson Coon Ryan CPA firm to conduct the 2022 audit. Current schedule has them on site to begin field work the week of April 17th.

### ***National Special District Coalition***

Scott has been participating in the National Special District Coalitions (NSDC) parks and recreation policy advisory committee. The Coalition strives to elevate awareness of the nation's 35,000 special districts and the critical, essential services they provide in thousands of communities to millions of Americans. Core elements of NSDC's federal advocacy is ensuring eligibility for federally funded programs for local government services and to ensure special districts' common interests are heard in Washington, DC.

The committee is made up of representatives from California, Oregon, and Colorado with the goal of providing influence and perspective to NSDC as they work to update their federal advocacy platform for the 118<sup>th</sup> Congress.

### ***Swanson Ditch Easement & Maintenance Agreement***

The attorneys are continuing to work on the transfer of fractional water rights ownership interests in the Shadrick and Pole Creek #2 ditches. Craig and I met virtually with both attorneys on Wednesday, March 1<sup>st</sup>. Next step is to attempt to get all stakeholders to sign prepared deeds.

### ***GPCRC Fitness Center Expansion Project***

We received word that we were awarded the DOLA administrative planning grant of \$25,000 to assist us with moving from conceptual design through schematic design and design development. A copy of the award letter is included in your packet. We must wait for an executed contract to be signed with DOLA before we enter into any agreements to perform services or encumber state funds. This process can take up to 60 days.

We have sent the Request for Proposals (RFP) for architectural design and engineering services to three Grand County firms, along with Perkins+Will on Friday, March 24<sup>th</sup>. Proposal submission deadline is Friday, April 21<sup>st</sup>. I have included the RFP in your packet for Board review.

***Multi-purpose SportCourt Project @ FVSC***

We signed the contract with SportCourt on March 8<sup>th</sup>. We were able to reduce the overall project cost by a couple thousand dollars by eliminating some painted lines that were in the previous proposal. Total project cost is \$99,924 versus \$102,292 originally anticipated. Material has been ordered and SportCourt will stage until we are ready for delivery probably sometime in April. Install dates are TBD and will require a decent sized volunteer effort.

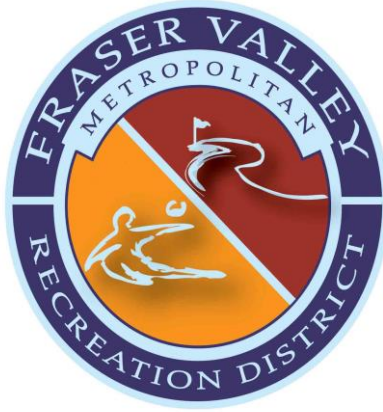
***The Foundry Cinema & Bowl***

We have requested updated public financing information, provided by Stifel, for review and discussion at the Board meeting. We have invited Foundry ownership to attend our meeting however, they respectfully declined. We requested a written summary of their current position related to the purchase option and potential lease extensions. We have scheduled an executive session to further discuss available options.

Recent warm temperatures exposed a few small roof leaks. Ownership was able to provide a snow/ice removal team to clear area above the leak, which we will pay for. Small tears in the roofing membrane have been repaired. We have seen decent movie ticket sales in March with releases such as Creed 3, Scream 6, SHAZAM, John Wick Chapter 4.

Sincerely,

District Administration



**Request for Proposals (RFP)  
Architectural Design and Engineering Services  
Statements of Qualifications**

**Fraser Valley Metropolitan Recreation District  
P.O. Box 3348  
Winter Park, CO 80482  
970-726-8968  
[Fraservalleyrec.org](http://Fraservalleyrec.org)**

# **Request for Architectural Services and Statement of Qualifications Grand Park Community Recreation Center Expansion Project**

The Fraser Valley Metropolitan Recreation District (FVMRD) is soliciting interested and qualified architectural firms to submit proposals and statements of qualifications for providing professional architectural/engineering services for the design of an addition to the Grand Park Community Recreation Center (GPCRC). The GPCRC is located at 1 Main Street in Fraser Colorado.

Our approach is to obtain the services of an architectural team which can provide a range of basic and specialty professional services for the project including architectural design, structural, mechanical, plumbing and electrical engineering, program verification, interior design, and value engineering.

## **GENERAL TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL**

1. Submittals must be received by email in PDF format by the Fraser Valley Metropolitan Recreation District no later than 4:00pm on April 21, 2023, at:

Attention: Scott Ledin, Executive Director  
[Scott@Fraservalleyrec.org](mailto:Scott@Fraservalleyrec.org)

2. The Fraser Valley Metropolitan Recreation District anticipates that the successful architectural firm will be selected by the Board of Directors no later than April 26, 2023.

## **Questions regarding the project contact:**

Scott Ledin, Executive Director  
970-726-8968 x104 office  
[Scott@Fraservalleyrec.org](mailto:Scott@Fraservalleyrec.org)

## PROJECT BACKGROUND:

The Grand Park Community Recreation Center (GPCRC) opened its doors in December 2009. Since then, it has become a tremendous community asset and a social hub of the community. The facility has exceeded usage predictions and has been extremely well loved with average daily visits exceeding 400 and annual visits topping 150,000. The GPCRC is also the training facility for the Winter Park Competition Center and the National Sports Center for the Disabled, Australian Mogul Academy athletes and coaches.

In 2017, the Fraser Valley Metropolitan Recreation District (FVMRD) adopted the Parks, Recreation & Golf Master Plan that identified expanding the GPCRC amenities as a high priority. It also recommended that the FVMRD conduct a feasibility study to determine cost of expansion and potential programming opportunities. In 2019, the FVMRD engaged Perkins + Will, the original architectural firm, to develop a conceptual design and estimated budget for the fitness area expansion.

An expansion of the GPCRC is needed to address capacity issues and the growing demand for more fitness, functional and designated team training space. It would also allow us to increase fitness opportunities to improve our community's health and wellness. The expansion would provide an additional 3,540 square feet split into five distinct areas, growing our existing fitness area by 60%. Included in the design is a new High Intensity Training (HIT) studio for specialized workouts and strength training, an athletic performance testing consultation room, a new group exercise studio with modular equipment storage, and expanding of the existing free weight area. The project would also include a minor expansion of administration office space.

## PROJECT DESCRIPTION:

The expansion generally follows the conceptual plan developed in 2018 including extension of building over the flat roof patio west of the current upper-level fitness area. It also includes a small expansion of the staff offices into adjacent lobby areas. The scope of the project is limited to the footprint of the existing building.

In addition to architectural drawings, the services will include structural engineering, mechanical, plumbing and electrical engineering.

The building expansion will take into consideration the construction type and structural logistics of the proposed expansion. In addition to the functional planning, the design services will provide a code analysis, identifying any code related concerns including exiting, stairwells, construction type and fire ratings, occupancy calculations, plumbing fixture counts, and other relevant code considerations. The expansion should also include necessary support space including storage, mechanical, and any necessary code related exiting, restrooms, accessibility, and other requirements.

A conceptual design was developed to meet current and future usage need. This plan is attached. Existing building record drawings are available in Autocad.dwg format.

Basic program for the recreation center expansion;

Free Weight Area	850sf
Group Exercise Studio	740sf
High Intensity Interval Training (HIIT) Studio	1700sf
Wellness Evaluation Room	100sf
Administration Offices	150sf

<b>Total</b>	<b>3540sf</b>
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## **SCOPE OF SERVICES:**

### **Meetings**

- Conduct bi-weekly meetings with Owner and/or their representatives, with meeting minutes published within (3) three business days following each meeting.
- Minimum 2-week Owner review of drawings at each design phase, and follow up meeting to discuss concepts.

### **Schematic Design (SD) Phase:**

- Architectural floor plans, exterior elevations, building sections showing components reflecting the established program and massing.
- Coordination of subconsultants drawings and Revit modeling Level 300 as basis.
- Design meetings with the owner's steering committee, anticipated bi-weekly during the design phases. Meetings can be virtual or in-person.
- Meet and document meetings with the agencies having jurisdiction; Town Planning, Building Department if required
- Building Code Analysis and Plans
- Accessibility/ADA Analysis
- A Basis of Design Report (BODR) in Schematic Design describing details of design not provided in drawings such as the following:
  - Comparison of actual area to program area
  - Building Code review
  - Outline Specifications of materials, systems and equipment
- Interior design including preliminary finishes and materials.
- Preliminary FF&E List and draft for Owner's use. Fitness equipment would be located and procured by the FVMRD.
- Specifications, outline format for Schematic Design.

### **SD Structural Engineering**

- Perform schematic design of structural framing systems.
- Prepare SD narratives/exhibits, as required, for preliminary budget analysis.

### **SD Mechanical and Plumbing Engineering**

- System calculations.
- System equipment sizing.
- System preliminary layout for room/roof development, IE: Rooftop unit, air handler, etc.
- Preliminary shaft requirements.
- Provide HVAC layout drawings.
- Provide schematic narrative.

### **SD Electrical Engineering**

- Electrical, lighting, and low-voltage systems narrative
- Electrical one-line diagram

## **Design Development (DD) Phase:**

### Architectural Design

- Refinement of architectural floor and reflected ceiling plans, exterior and interior elevations, building and wall sections, details, and schedules showing major components reflecting the established program and building systems.
- Meet and document meetings with the agencies having jurisdiction; Building Department
- Update Building Code Analysis and Plans
- Update Accessibility/ADA Analysis
- Coordination of subconsultants drawings and Revit modeling Level 300 as basis.
- Develop and review cost estimate in collaboration with either CMGC or local construction advisor.
- Interior design including all finishes and materials, interior elevations, reflected ceiling plans, schedules and key details.
- Draft specifications CSI Format.

### DD Structural Engineering

- Perform structural design of system components.
- Develop DD level technical specifications as required (mark-up of Architectural specifications assumed)
- Prepare DD level foundation plans and structural sections for budget analysis and revise as necessary.
- Prepare DD level framing plans and structural sections for budget analysis.

### DD Mechanical and Plumbing Engineering

- Update System calculations.
- Select system equipment.
- Revise layouts showing supply, return, shafts, equipment locations.
- Revise HVAC drawings with sizing per calculated loads.
- Plumbing drawings.
- Complete DD specification.

### DD Electrical Engineering

- Design general power distribution system which will consist of maintenance receptacles around perimeter of each space.
- Design data systems (telephone, data).
- Design general interior/exterior, egress/exit lighting.
- Design power to HVAC and plumbing equipment.
- Electrical Specifications

## **QUALIFICATIONS AND PROPOSAL CONTENT:**

- Provide samples of design expertise with similar projects.
- Demonstrate familiarity with public projects and availability of adequate resources to appropriately handle project.
- Guarantee availability of key personnel to dedicate the quality time needed to complete the project within the desired schedule.
- Demonstrate the capability to plan, cost, schedule, and manage this project or one of similar scope and budget.
- Describe the firm's project approach for completion of this project.
- Develop a proposed schedule and timeline with accompanying project milestones.
- Present a fee schedule with all associated costs including reimbursable expenses.
- Provide a list of 3 references from projects of similar size and scope.
- List any additional deliverables (services or materials) your firm will provide in your scope of service.
- Provide any other relevant information regarding your knowledge, expertise or other unique qualifications for the project.

## **EVALUATION CRITERIA**

**The following criteria will be emphasized in selecting the successful architectural team:**

- Quality and thoroughness of the submission
- Past experience and expertise in similar projects
- Type and nature of services provided
- Recommendations of past clients
- Fee
- Availability / Timeline
- Project team

## **LIMITATION AND AWARD:**

This RFP does not commit the FVMRD to award a contract, nor to pay any costs incurred in the preparation and submission of proposals in anticipation of a contract. The FVMRD reserves the right to accept or reject any or all proposals received as a result of the request, to negotiate with all qualified firms, and to cancel or change the RFP. The FVMRD anticipates that the successful architectural firm will be selected by the Board of Directors no later than April 26, 2023. If negotiations cannot be successfully completed with the top firm, negotiation will be initiated with the next priority firm.



**COLORADO**  
**Department of Local Affairs**  
Division of Local Government

March 17, 2023

Roger Hedlund, Board President  
Fraser Valley Metropolitan Recreation District  
1 Main Street  
Fraser, CO 80442

RE: EIAF A-0238 Fraser Valley Metro Rec Dist Grand Park Expansion Plan

Dear Board President Hedlund:

In response to your recent request, I am offering to enter into a contract for a grant in the amount of \$25,000 to assist with the Fraser Valley Metropolitan Recreation District Grand Park Community Recreation Center Expansion Plan. This grant offer is made from federal mineral lease proceeds.

Please contact your Regional Manager, Kate McIntire, at 970-744-0760 for information on how to proceed. Expenditure of State funds prior to the contract being fully executed cannot be included in the contract budget or reimbursed by the State. Per our program guidelines, this offer is valid for one year from the date of this letter.

Thank you for helping Colorado build an economy where all Coloradans can thrive.

Sincerely,

Rick M. Garcia  
Executive Director

cc: Dylan Roberts, State Senator  
Julie McCluskie, State Representative  
Scott Ledin, FVMRD Executive Director  
Kate McIntire, DOLA

