

## **BOARD OF DIRECTORS MEETING AGENDA**

**Tuesday, March 19, 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 27, 2024 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 03.19.24.01 – A resolution to approve the Agreement for Professional Services with MA Studios to provide architectural and design services for the Grand Park Community Center Expansion Project
  - b. Resolution 03.19.24.02 - A resolution to approve the Agreement for Professional Services with PG Arnold to provide Construction Management and General Contractor services for the Grand Park Community Center Expansion Project
- VI. DEPARTMENT REPORTS
  - a. Financial Report - February 2024
  - 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. Foundry Cinema and Bowl
  - h. District Administration
- VII. ADJOURNMENT

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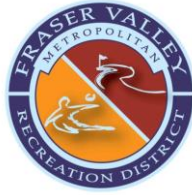
Join Meeting Via Zoom:  
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### **FVMRD Mission:**

*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 27, 2024, 5:30 pm**

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

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

*President Tim Gagnon called the meeting to order at 5:31pm.*

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

*Tim Gagnon, Rick Holden, Elle Ennis, and Tom Overton were all in attendance. Piper Ehlen had an excused absence. The Board members had no conflicts to disclose.*

**Staff present:** *Scott Ledin, Ann McConnell, Laura Pappal, Kristen Webb, Samantha Pritchard, Stephanie Ferguson, John Florkiewicz, Jules Sheldon, Michael Schlossnagle, Kylee Brammer, Craig Cahalane, Ethan Howard, Brenna Kirk, Austin DeGarmo, Jeremy Shaver*

**Public present (signed-in):** *Tim Stabbe, Thomas Elliott with PG Arnold*

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

- a. *January 23, 2024 Regular Board Meeting Minutes: Tim Gagnon motioned to approve the minutes as presented; Rick Holden seconded; all in favor 4-0.*

### **IV. OPEN FORUM**

*The Board provides the 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 presented Years of Service 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. ACTION ITEMS**

- a. *RESOLUTION 02.27.24.01: A Resolution authorizing the Integrated Project Delivery method for the GPCRC Expansion Project. Tim Gagnon motioned to approve the resolution as presented; Rick Holden seconded; all in favor 4-0.*

### **VII. DEPARTMENT REPORTS**

- a. *Financial Report – January 2024: Ann McConnell gave a verbal summary of the written financial report. District wide revenues in January were \$41,891 better than budget. District wide costs of goods sold were slightly over budget and expenses were in line with budget. The District ended the month \$40,326 better than budget.*

*Parks and Rec Combined January revenues were \$39,530 better than budget mainly due to Rec Center revenues. Costs were in line with budget and expenses were slightly over budget. Parks and Rec Combined ended the month \$41,892 better than budget.*

*Pole Creek Combined ended January in line with budget with the Pro Shop in line with budget and Turf Maintenance better than budget. Bistro 28 revenues were in line with budget and ended January slightly short of budget due to costs of goods sold.*

*The Foundry January revenues were \$2,559 better than budget. Costs of goods sold were under budget due to savings in movie and beverage costs. Expenses were over budget due to wage costs and snow removal fees. The Foundry ended January slightly short of budget.*

*GPCRC Expansion Project revenues for January were \$11,114 and include COP interest income and capital improvement fees from January memberships.*

*District wide capital expenditures for January were \$80,759 and include the new skid steer and edger for Turf Maintenance, a deposit for the Pole Creek website re-design, carpet tile replacement at The Foundry, and lease payments.*

- b. Pole Creek Golf Club: Craig Cahalane gave a verbal update to the written report. The GPS units on the golf carts are being updated in April. The Pole Creek website is in the process of being updated by ePageCity. Brenna added that the Ski & Snowshoe event last weekend was very successful. Bistro 28 will be closing April 6<sup>th</sup> for the winter season.*
- c. Grand Park Community Recreation Center: John Florkiewicz will be retiring at the end of March - we wish him the best and a retirement celebration is being planned. The Aquatics area has been very busy partially due to the YMCA pool being closed. Samantha Pritchard previewed the RecTrac app she has been diligently developing. March 20<sup>th</sup> is the planned "soft launch" date for this new user-friendly app.*
- d. Recreation Programming: Kid's Night Out (formerly Parent's Night Out) is returning to the GPCRC in March. The Daddy Daughter Dance was a success with over 250 attendees. Specialty Camp registration took place on February 15<sup>th</sup> and many of the camps sold out within 5 minutes. The Programming department is planning on adding some additional camps.*
- e. Fraser Valley Sports Complex: Austin DeGarmo gave a verbal summary of the written report. February at the IceBox has been busy with hosting the Cranmer Cup which took place over three Saturday evenings in February, and the FVHA league weekend which held 18 games over the weekend of Feb 9 – 11. Adult leagues are going well and will finish in April. Youth basketball will be wrapping up soon and youth volleyball registration is open.*
- f. Facilities Maintenance: Jeremy Shaver gave a verbal summary of the written report. A work order request system has been implemented to assist with maintenance requests and tracking. A new steam generator has been ordered for the steam room. New carpet tiles have been ordered for the Foundry and old ones will be replaced as needed. Brunswick training will take place in mid-April at the Foundry.*
- g. Foundry Cinema & Bowl: The Bowling League Doubles Tournament hosted by the Foundry last weekend was a success. A Shamrock pizza specialist spent a day with Foundry staff to share new menu items and give feedback. As mentioned previously, Brunswick will be conducting a multi-day on-site training in April for Foundry and Maintenance staff. In coordination with the WP Film Festival, a special showing of Downhill Racer is being planned for April 12<sup>th</sup>.*
- h. District Administration: Scott Ledin gave a verbal summary of the written report. The job opening for the Director of Recreation Services (Michelle's position) was posted today. The Fitness Supervisor job description (John's position) is being updated and will be posted soon.*

*GPCRC Expansion Project - Two OAC (Owner, Architect, Coordinator) meetings have been held in February. PG Arnold representative is here to give a brief update and answer any questions the Board may have regarding the project.*

*An RFP (Request for Proposal) is being developed to assist the District with Marketing & Communications Services.*

*Colorado State Legislature update – Scott briefly reviewed the Commission on Property Tax which will study and make recommendations for property tax structure; HB21-1110 Colorado Laws for Persons with Disabilities, which mainly addresses website accessibility standards; and HB24-1080 Youth Sports Personnel Requirements which is pending and addresses requirements for paid and volunteer youth sports and athletics personnel.*

*The next Board Meeting will be held Tuesday March 19<sup>th</sup> instead of Tuesday March 26<sup>th</sup> due to the East Grand School District spring break schedule.*

**VIII. ADJOURMENT**

*Tim Gagnon motioned to adjourn the meeting; Rick Holden seconded; all in favor 4-0. The meeting was adjourned at 6:33pm.*



## MONTHLY FINANCIAL / BUDGET SUMMARY

Attached is the financial report for FEBRUARY 2024. The following provides a summary of the month as compared to budget. A monthly budget has been put together for all departments for 2024. Monthly Revenues were budgeted based on historical averages as well as last year's actual data.

### District-wide:

1. District -wide revenues for February were in line with budget.
2. Costs of Goods sold were \$9,443 under budget.
3. District-wide expenses for the month of February were \$5,619 over budget.
4. The District ended February \$3,527 better than budget and is \$38,241 better than budget year to date.

### Parks & Recreation Combined:

1. Revenue for Parks and Rec Combined was \$11,981 better than budget mainly due to Rec Center revenues.
2. Costs were in line with budget for the month.
3. Expenses were \$4,654 over budget for the month.
4. Parks and Rec Combined ended the month \$7,223 better than budget and is \$45,633 better year to date.

### District Administration:

1. February activity was in line with budget.
2. Revenues were \$1,056 short of budget, but expenses were \$423 under budget.
3. Year to date District Admin is \$1,373 short of budget.

### General Recreation:

1. February revenue exceeded budget by \$1,438. Specialty camp revenue brought in \$79,785.
2. Expenses were in line with budget.
3. General Rec ended the month \$1,714 better than budget and is \$2,831 better year to date.

### Parks & Athletics / Ice Rink:

1. Revenues for February were in line with budget.
2. Expenses were \$3,283 under budget mainly due to savings in wages.
3. The Parks and Athletics department ended the month \$2,864 better than budget and is \$6,154 better year to date.

### Recreation Center:

1. Revenue for February exceeded budget by \$12,018 and is \$49,857 better year to date.
2. Major variances as compared to budget are as follows:
  - a. Visit Revenue was \$7,571 better than budget.
  - b. Gymnastics, Aquatics and Fitness Revenues ended the month a combined \$2,949 better than budget.
3. Costs and Expenses were \$8,740 over budget for the month mainly due maintenance costs related to the heating issues and snow removal.
4. The Rec Center ended February \$3,278 better than of budget and is \$38,021 better year to date.

### Pole Creek Golf Club Combined:

1. Revenue for the Golf Course was in line with budget
2. Costs and Expenses were \$3,258 under budget for the month.
3. The Golf Course ended the month \$4,122 better than budget and is \$3,545 better year to date.

Pro Shop:

1. February activity was in line with budget.

Turf Maintenance:

1. February activity was \$1,221 better than budget.

Food & Beverage:

1. February revenues were \$1,189 better than budget.
2. Expenses were \$1,870 under budget.
3. The restaurant ended February \$3,598 better than budget and is \$2,084 better year to date.

Foundry Cinema and Bowl

1. Revenue in February fell short of budget by \$11,936.
  - a. Bowling Sales were \$5,609 short of budget
  - b. Movie and Concessions were \$2,867 short of budget
  - c. Beverage sales were \$3,239 short of budget
2. Costs of Goods Sold were \$9,430 under budget.
3. Expenses were over budget by \$4,166 for the month mainly due to wage costs. The 2024 wage budget was based on 2023 with a cost-of-living increase for staff, but did not take into consideration the kitchen closures from last year. This expense will likely be over budget for the year.
4. The Foundry ended February \$6,672 short of budget and is \$9,787 short year to date.

GPCRC Expansion Project

1. Year to date revenue is \$49,365 and include the 2023 Capital Improvement fee as well as January and February 2024 along with interest income.
2. Year to date expenditures are \$29,702 for Architectural, Engineering and Permitting costs.

Capital Expenditures:

1. Capital Expenditures for the month were \$50,625.
2. Lease payments on vehicles and equipment were \$2,788
3. Electrical upgrades necessary for the new dishwasher at the Bistro was \$2,220
4. A deposit of \$9,197 was paid for the new awning at the Golf Course. Pole Creek Men's Club donated \$4,500 toward the overall cost of the new awning.
5. Flooring materials were purchased for the office remodel at the Rec Center for \$2,122
6. The Rec Center building automation system was upgraded at a cost of \$33,398

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

February 29, 2024									
	Current Period			2022 YTD	Year to Date			% YTD	2024
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	Budget	Budget
<b>District Administration</b>									
Total Income	594,062	595,118	(1,056)	415,863	619,513	622,325	(2,812)	31.1%	1,990,164
Total Expense	68,782	69,205	(423)	101,179	104,447	105,886	(1,439)	15.8%	662,518
Net Income	525,280	525,913	(633)	314,684	515,066	516,439	(1,373)		1,327,646
<b>General Recreation</b>									
Total Income	84,388	82,950	1,438	101,588	106,223	103,750	2,473	43.0%	247,000
Total Expense	32,339	32,615	(276)	48,326	61,501	61,859	(358)	13.4%	459,973
Net Income	52,049	50,335	1,714	53,262	44,722	41,891	2,831		(212,973)
<b>Parks &amp; Athletics</b>									
Total Income	23,307	23,725	(418)	61,744	57,143	56,650	493	21.3%	268,000
Total Cost of Goods	701	969	(268)	1,672	1,429	1,853	(424)	23.8%	6,000
Total Expense	45,524	48,539	(3,015)	99,439	95,149	100,387	(5,238)	15.6%	609,554
Net Income	(22,919)	(25,783)	2,864	(39,367)	(39,436)	(45,590)	6,154		(347,554)
<b>Rec Center</b>									
Total Income	191,382	179,364	12,018	373,463	432,556	382,699	49,857	29.0%	1,490,460
Total Cost of Goods	1,782	1,410	372	2,803	3,806	2,910	896	31.7%	12,000
Total Expense	130,906	122,538	8,368	234,374	287,552	276,612	10,940	16.9%	1,705,263
Net Income	58,694	55,416	3,278	136,286	141,198	103,177	38,021		(226,803)
<b>Pro Shop</b>									
Total Income	1,275	1,600	(325)	427	2,632	2,950	(318)	0.1%	2,304,000
Total Cost of Goods	454	33	421	(669)	2,074	1,333	741	1.3%	155,200
Total Expense	16,443	16,493	(50)	26,085	33,418	34,541	(1,123)	0	595,068
Net Income	(15,622)	(14,926)	(696)	(24,988)	(32,859)	(32,924)	65		1,553,732
<b>Food &amp; Beverage</b>									
Total Income	18,824	17,635	1,189	34,999	32,995	32,005	990	4.0%	822,350
Total Cost of Goods	5,388	5,926	(538)	19,142	12,311	11,123	1,188	4.5%	275,800
Total Expense	21,548	23,418	(1,870)	50,680	45,483	47,765	(2,282)	8.8%	515,581
Net Income	(8,111)	(11,709)	3,598	(34,823)	(24,799)	(26,883)	2,084		30,969
<b>Turf Maintenance</b>									
Total Income	0	0	0	0	0	0	0	0.0%	20,450
Total Expense	51,550	52,770	(1,221)	161,909	180,150	181,546	(1,396)	18.1%	995,492
Net Income	(51,550)	(52,770)	1,221	(161,909)	(180,150)	(181,546)	1,396		(975,042)
<b>Total Golf Course</b>									
Total Income	20,099	19,235	864	35,426	35,627	34,955	672	1.1%	3,146,800
Total Cost of Goods	5,842	5,959	(117)	18,473	14,384	12,456	1,928	3.3%	431,000
Total Expense	89,540	92,681	(3,141)	238,673	259,050	263,852	(4,802)	12.3%	2,106,142
Net Income	(75,283)	(79,405)	4,122	(221,719)	(237,808)	(241,353)	3,545		609,658
<b>Total Parks &amp; Recreation</b>									
Total Income	893,138	881,157	11,981	952,658	1,215,434	1,165,424	50,010	30.4%	3,995,624
Total Cost of Goods	2,483	2,379	104	4,475	5,235	4,763	472	29.1%	18,000
Total Expense	277,551	272,897	4,654	483,318	548,649	544,744	3,905	16.0%	3,437,306
Net Income	613,104	605,881	7,223	464,865	661,550	615,917	45,633		540,318
<b>Total Foundry</b>									
Total Income	95,364	107,300	(11,936)	237,677	220,558	231,125	(10,567)	17.2%	1,283,000
Total Cost of Goods	13,845	23,274	(9,430)	46,022	38,616	49,356	(10,740)	12.8%	301,100
Total Expense	50,597	46,431	4,166	141,394	117,504	107,544	9,960	12.7%	926,001
Net Income	30,923	37,595	(6,672)	50,261	64,438	74,225	(9,787)		55,899
<b>Debt Service</b>									
Total Income	422,865	424,068	(1,203)	468,720	433,979	435,182	(1,203)	34.0%	1,274,668
Total Expense	21,143	21,203	(60)	23,436	21,699	21,759	(60)	1.7%	1,273,633
Net Income	401,722	402,865	(1,143)	445,283	412,280	413,423	(1,143)		1,035
<b>Total Conservation Trust</b>									
Total Income	1	5	(4)	21	2	10	(8)	0.0%	40,075
Total Expense	0	0	0	0	0	0	0	0.0%	6,000
Net Income	1	5	(4)	21	2	10	(8)		34,075
<b>Total GPCRC Expansion</b>									
Total Income	9,647	9,928	(281)	0	49,365	49,411	(46)	1.9%	2,636,193
Total Expense	7,735	7,735	0	0	29,702	29,702	0	1.1%	2,636,193
Net Income	1,912	2,193	(281)	0	19,663	19,709	(46)		0
<b>Total District Wide</b>									
Total Income	1,431,468	1,431,765	(297)	1,694,501	1,905,600	1,866,696	38,904	19.6%	9,740,167
Total Cost of Goods	22,169	31,612	(9,443)	68,970	58,236	66,575	(8,339)	7.8%	750,100
Total Expense	438,831	433,212	5,619	886,821	946,902	937,899	9,003	12.2%	7,749,082
Net Income	970,468	966,941	3,527	738,710	900,463	862,222	38,241		1,240,985
<b>Capital Expenditures</b>									
Total Income	4,500	0	4,500	0	4,500	0	4,500	0.0%	0
Total Expense	50,625	50,626	(1)	38,832	131,384	131,385	(1)	11.0%	1,189,004
Net Income	(46,125)	(50,626)	4,501	(38,832)	(126,884)	(131,385)	4,501		(1,189,004)

**Fraser Valley Metropolitan Recreation District**  
**Budget to Actual - District Wide**  
**February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	Actual	Actual	Budget	Variance		Budget
Ordinary Income/Expense									
Income									
3010 • Club Rental Income	0	0	0	0	0	0	0	0.0%	29,000
3011 • Bowling Sales	35,891	41,500	(5,609)	81,280	75,599	81,000	(5,401)	20.16%	375,000
3020 • Conservation Trust Income	0	0	0	0	0	0	0	0.0%	40,000
3031 • Memberships	43,704	30,550	13,154	134,736	163,074	125,925	37,149	31.3%	521,000
3032 • Punch Cards	15,026	14,625	401	49,889	55,587	46,525	9,062	37.06%	150,000
3033 • Daily Admissions	37,275	43,950	(6,675)	86,200	80,562	84,875	(4,314)	21.54%	374,000
3034 • Gymnastics Programs	17,549	14,875	2,674	32,448	40,480	35,850	4,630	28.21%	143,500
3035 • Aquatic Programs	2,535	3,000	(465)	9,674	7,652	8,500	(848)	19.13%	40,000
3036 • Fitness Programs	4,840	4,100	740	8,755	11,323	9,500	1,823	22.65%	50,000
3037 • Child Care	0	0	0	5	0	0	0	0.0%	0
3038 • Vending	0	0	0	3,907	3,685	2,500	1,185	16.02%	23,000
3039 • Climbing Wall	700	725	(25)	2,473	2,800	2,450	350	40.0%	7,000
3040 • Retail Sales	3,744	2,825	919	6,666	6,956	5,825	1,131	28.98%	24,000
3041 • Concessions	7,446	8,200	(754)	21,747	18,985	19,500	(515)	14.55%	130,500
3043 • Movie Sales	9,448	11,700	(2,252)	40,212	31,685	33,700	(2,015)	10.56%	300,000
3050 • Driving Range Income	75	75	0	0	75	75	0	0.06%	120,000
3060 • Food	26,616	23,900	2,716	50,524	52,224	47,200	5,024	8.66%	603,000
3070 • Food Discounts	(863)	(815)	(48)	(2,462)	(1,861)	(1,660)	(201)	6.89%	(27,000)
3080 • User Fees-Adult	2,006	2,500	(495)	8,616	5,945	6,300	(355)	21.23%	28,000
3085 • User Fees-Youth	94,827	92,500	2,327	102,732	108,898	106,000	2,898	49.05%	222,000
3090 • Golf Cart Rentals	400	400	0	0	400	400	0	0.09%	445,000
3100 • Greens Fees Income	0	0	0	0	0	0	0	0.0%	1,075,000
3110 • Interest Income	8,415	9,005	(590)	3,034	17,610	18,510	(900)	15.3%	115,075
3111 • Interest Income County	0	0	0	(14)	0	0	0	0.0%	3,800
3123 • Special Events/Tournaments	210	200	10	2,725	3,905	3,700	205	78.1%	5,000
3124 • Sponsorships	3,700	4,300	(600)	8,280	7,060	8,300	(1,240)	11.67%	60,500
3130 • Beverage	30,170	34,375	(4,205)	64,766	60,236	67,075	(6,839)	9.25%	651,000
3131 • Beverage Discounts	(838)	(725)	(113)	(1,951)	(1,683)	(1,435)	(248)	4.72%	(35,650)
3160 • Season Pass Income	700	1,000	(300)	0	700	1,000	(300)	0.34%	205,000
3165 • Resident ID Cards Income	0	0	0	0	0	0	0	0.0%	110,000
3168 • Merchandise Sales	100	125	(25)	426	1,455	1,475	(20)	0.65%	224,000
3169 • Rental Club Sales	0	0		0	0	0		0.0%	33,000
3171 • Tee Sign Revenue	0	0	0	0	0	0	0	0.0%	6,000
3172 • Facility Rental Fees	3,595	2,825	770	17,823	10,263	9,900	363	11.01%	93,250
3173 • Skate Rentals	1,655	2,250	(595)	4,054	4,129	4,650	(521)	20.65%	20,000
3180 • Property Tax Income-Current	571,744	572,993	(1,249)	391,286	578,337	580,450	(2,113)	33.6%	1,721,364
3181 • Property Tax-Delinquent	0	0	0	(162)	0	0	0	0.0%	0
3182 • Property Tax Income Debt	422,865	424,068	(1,203)	468,811	433,979	435,182	(1,203)	34.1%	1,272,668
3200 • Specific Ownership Taxes	13,904	13,125	779	21,649	23,568	23,375	193	15.51%	152,000
3205 • Tournament Premiums	7,382	6,600	782	22,390	31,456	29,175	2,281	16.73%	188,000
3209 • Donations	(500)	(500)	0	0	(500)	(500)	0	100.0%	(500)
3300 • Events	500	500	0	0	500	500	0	50.0%	1,000
3370 • Grounds Maintenance Income	0	0	0	0	0	0	0	0.0%	6,950
Total Income	1,364,820	1,364,751	69	1,640,518	1,835,084	1,795,822	39,262	19.31%	9,505,457
Cost of Goods Sold									



**Fraser Valley Metropolitan Recreation District**  
**Budget to Actual - District Wide**  
**February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	Actual	Actual	Budget	Variance		Budget
4010 • Cost of Food	7,461	9,950	(2,489)	25,432	20,725	19,664	1,061	8.69%	238,450
4030 • Cost of Beverages	6,150	8,525	(2,375)	18,534	13,798	16,653	(2,855)	8.71%	158,450
6425 • Merchandise	2,937	2,412	525	3,806	7,309	6,096	1,213	5.18%	141,200
6426 • Cost of Movies	3,947	8,600	(4,653)	16,874	11,763	19,600	(7,837)	7.84%	150,000
6427 • Cost of Concessions	1,673	2,125	(452)	4,324	4,642	4,562	80	15.47%	30,000
6560 • Rental Supplies	0	0	0	0	0	0	0	0.0%	32,000
<b>Total COGS</b>	<b>22,169</b>	<b>31,612</b>	<b>(9,443)</b>	<b>68,970</b>	<b>58,236</b>	<b>66,575</b>	<b>(8,339)</b>	<b>7.76%</b>	<b>750,100</b>
<b>Gross Profit</b>	<b>1,342,651</b>	<b>1,333,139</b>	<b>9,512</b>	<b>1,571,548</b>	<b>1,776,848</b>	<b>1,729,247</b>	<b>47,601</b>	<b>20.29%</b>	<b>8,755,357</b>
<b>Expense</b>									
5010 • Salaries	101,654	106,439	(4,785)	182,578	200,125	208,269	(8,144)	13.76%	1,454,500
5020 • Wages	107,229	97,853	9,376	195,476	217,344	198,681	18,663	11.49%	1,892,350
5024 • Retirement Contributions	11,204	14,568	(3,364)	15,157	19,729	27,731	(8,002)	10.25%	192,443
5025 • Contract Labor	1,723	1,750	(28)	2,188	1,723	1,750	(28)	2.91%	59,100
5030 • Health Insurance	24,280	27,077	(2,797)	48,468	49,276	54,156	(4,880)	14.87%	331,480
5040 • Medicare Tax	3,193	3,130	63	5,854	6,487	6,254	233	12.71%	51,029
5050 • Unemployment Tax	440	648	(208)	807	895	1,288	(393)	8.65%	10,341
5060 • Worker's Compensation	4,660	4,657	3	6,387	9,320	9,320	(0)	16.67%	55,919
6000 • Accounting Fees	0	0	0	0	0	0	0	0.0%	16,000
6010 • Adult Program Supplies	383	375	8	958	627	625	2	20.91%	3,000
6020 • Advertising	1,505	1,500	5	11,444	20,005	19,175	830	48.56%	41,200
6035 • Aquatics	37	50	(13)	1,200	37	50	(13)	1.06%	3,500
6040 • Automobile Mileage	51	50	1	0	51	50	1	2.48%	2,050
6070 • Board/Staff Development	2,276	2,250	26	2,180	2,409	2,400	9	28.34%	8,500
6080 • Cart Paths	0	0	0	0	0	0	0	0.0%	3,000
6090 • Cash (Over)/Short	65	0	65	(132)	(2)	0	(2)	0.0%	0
6110 • Cleaning Supplies	1,252	1,175	77	3,800	3,399	3,240	159	12.18%	27,900
6130 • Clubhouse Landscaping	0	0	0	0	0	0	0	0.0%	24,700
6130 • Community Gardens	0	0	0	0	0	0	0	0.0%	5,000
6140 • Computer Expense / Support	1,710	1,750	(40)	24,437	26,573	25,515	1,058	34.07%	78,000
6150 • Consulting Fees	250	250	0	8,750	500	500	0	1.72%	29,000
6180 • Credit Card Fees	9,820	9,858	(38)	17,729	20,953	20,246	707	11.99%	174,700
6200 • Driving Range Supplies	0	0	0	0	0	0	0	0.0%	5,000
6210 • Dues, Licenses & Certification	6,042	6,075	(33)	6,365	10,163	10,100	63	47.38%	21,450
6220 • Election Supplies	0	0	0	87	0	0	0	0.0%	0
6240 • Equipment Rental	311	283	28	560	621	570	51	3.79%	16,400
6250 • Equipment Repairs & Parts	13,760	13,750	10	15,613	15,854	15,800	54	25.41%	62,400
6265 • Equipment Lease	0	0	0	0	0	0	0	0.0%	7,117
6270 • Facility Lease	0	0	0	50,000	0	0	0	0.0%	0
6273 • Field Trips-Youth	33	25	8	2,239	473	525	(52)	5.57%	8,500
6274 • Field Trips-Adult	0	0	0	0	400	400	0	26.67%	1,500
6295 • Fitness	0	0	0	0	150	150	(0)	6.24%	2,400
6310 • Fuel & Oil	1,588	1,675	(87)	5,928	2,413	2,500	(87)	5.19%	46,500
6315 • Golf Car Lease	0	0	0	0	0	0	0	0.0%	119,844
6333 • Gymnastics	2,156	2,150	6	753	2,217	2,200	17	18.17%	12,200
6350 • Irrigation Supplies / Pumphous	123	125	(2)	6,320	11,824	11,825	(1)	56.3%	21,000
6354 • Laundry	876	790	86	1,313	1,240	1,080	160	11.27%	11,000
6355 • League Supplies	28	25	3	1,765	46	50	(4)	0.27%	17,000

**Fraser Valley Metropolitan Recreation District**  
**Budget to Actual - District Wide**  
**February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	Actual	Actual	Budget	Variance		Budget
6360 · Legal Fees	165	150	15	1,430	1,181	750	431	8.14%	14,500
6370 · Liability Insurance	9,295	9,293	2	17,466	18,590	18,593	(3)	16.67%	111,541
6400 · Maintenance Agreements	11,223	9,150	2,073	9,859	21,339	18,060	3,279	36.79%	58,000
6405 · Maintenance & Repair	16,619	9,775	6,844	6,689	23,364	16,450	6,914	27.81%	84,000
6410 · Maint. Supplies/Tools	1,383	1,615	(232)	5,804	6,559	6,790	(231)	19.4%	33,800
6420 · Meals	35	25	10	352	197	150	47	2.39%	8,250
6450 · Furntiure & Equipment	1,149	1,158	(9)	3,856	2,673	2,695	(22)	12.43%	21,500
6480 · Operating Supplies	2,547	2,800	(253)	2,652	12,831	12,900	(69)	30.09%	42,650
6485 · Paper/Plastic Goods	1,172	1,225	(53)	3,813	5,018	4,975	43	14.98%	33,500
6510 · Pest Control	0	0	0	0	0	0	0	0.0%	8,000
6518 · Pool Chemicals & Supplies	829	1,000	(171)	1,269	8,020	7,500	520	25.46%	31,500
6561 · Payroll Expenses	2,643	2,700	(57)	4,393	3,960	3,975	(15)	19.8%	20,000
6580 · Sand	0	0	0	0	0	0	0	0.0%	12,000
6585 · Satellite TV / Music	865	953	(88)	2,092	2,164	2,360	(196)	18.26%	11,850
6590 · Schools & Seminars	1,278	1,295	(17)	4,305	2,995	3,765	(770)	9.9%	30,250
6600 · Security Systems	189	187	2	362	379	372	7	14.29%	2,650
6610 · Seeds, Chems & Fertilizer	0	0	0	78,211	76,892	76,900	(8)	58.25%	132,000
6630 · Signage	313	300	13	0	313	300	13	13.05%	2,400
6631 · Special Events	26	25	1	861	772	725	47	30.26%	2,550
6632 · Smallwares	164	50	114	455	784	550	234	20.9%	3,750
6634 · Spoilage	45	0	45	315	90	50	40	4.5%	2,000
6635 · Summer Program Supplies	147	100	47	0	189	150	39	12.61%	1,500
6650 · Telephone	3,070	3,511	(441)	6,539	6,498	7,038	(540)	15.4%	42,200
6660 · Toilet Rental & Supplies	0	0	0	89	0	0	0	0.0%	4,000
6680 · Transportation	30	25	5	0	30	25	5	0.46%	6,500
6690 · Trash Removal	1,362	1,450	(88)	2,450	2,638	2,900	(262)	16.09%	16,400
6710 · Uniforms	2,222	2,150	72	1,070	2,328	2,175	153	14.51%	16,050
6715 · Utilities	29,864	30,450	(586)	63,026	60,982	61,975	(993)	16.55%	368,500
6720 · Vehicle Maintenance	(2)	0	(2)	518	425	425	0	5.67%	7,500
6730 · Youth Program Supplies	0	0	0	492	96	100	(4)	1.07%	9,000
6735 · Employee / Vol Support	105	25	80	16	329	250	79	5.97%	5,500
6740 · Water System Maintenance	2,382	2,200	182	3,619	4,225	4,100	125	14.08%	30,000
<b>Total Expense</b>	<b>385,768</b>	<b>379,890</b>	<b>5,878</b>	<b>840,225</b>	<b>890,713</b>	<b>881,448</b>	<b>9,265</b>	<b>14.87%</b>	<b>5,989,864</b>
<b>Net Ordinary Income</b>	<b>956,883</b>	<b>953,249</b>	<b>3,634</b>	<b>731,323</b>	<b>886,136</b>	<b>847,799</b>	<b>38,337</b>	<b>32.04%</b>	<b>2,765,494</b>
<b>Other Income/Expense</b>									
<b>Other Income</b>									
3122 · Pole Creek Classic Revenue	0	0	0	0	0	0	0	0.0%	15,000
3183 · Property Tax Income O&M	66,648	67,014	(366)	45,612	67,417	67,874	(457)	33.72%	199,960
3210 · Grant Income	0	0	0	3,500	3,000	3,000	0	0.0%	3,500
3125 · Fund Raising Income	0	0	0	350	0	0	0	0.0%	8,250
9095 COP Bond Proceeds	0	0	0	183	78	0	78	0	0
3170-01 · Misc. Income	0	0	0	4,339	22	0	22	0.0%	8,000
<b>Total Other Income</b>	<b>66,648</b>	<b>67,014</b>	<b>(366)</b>	<b>53,984</b>	<b>70,517</b>	<b>70,874</b>	<b>(357)</b>	<b>30.04%</b>	<b>234,710</b>
<b>Other Expense</b>									
6330 · Grants & Donations	0	0	0	1,319	2,203	2,200	3	19.16%	11,500
6283 · Fund Raising Expenditure	0	0	0	0	0	0	0	0.0%	8,250
9020 · Interest - Bonds / COPs	0	0	0	0	0	0	0	0.0%	404,600

**Fraser Valley Metropolitan Recreation District**  
**Budget to Actual - District Wide**  
**February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	Actual	Actual	Budget	Variance		Budget
9030 - Agent Fees	0	0	0	0	0	0	0	0.0%	900
9040 - Principal - Bonds / COPs	0	0	0	0	0	0	0	0.0%	1,168,269
9050 - Treasurer's Fees	53,063	53,322	(259)	45,277	53,987	54,251	(264)	33.81%	159,700
9078-01 - Capital Exp - CTF	0	0	0	0	0	0	0	0.0%	6,000
<b>Total Other Expense</b>	53,063	53,322	(259)	46,596	56,189	56,451	(262)	3.19%	1,759,219
<b>Net Other Income</b>	13,585	13,692	(107)	7,387	14,327	14,423	(96)	-0.94%	(1,524,509)
<b>Net Income</b>	<b>970,468</b>	<b>966,941</b>	<b>3,527</b>	<b>738,710</b>	<b>900,463</b>	<b>862,222</b>	<b>38,241</b>		<b>1,240,985</b>

**Fraser Valley Metropolitan Recreation District**  
**Pole Creek Golf Course**  
**February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
Ordinary Income/Expense									
Income									
3010 • Club Rental Income	0	0	0	0	0	0	0	0.0%	29,000
3050 • Driving Range Income	75	75	0	0	75	75	0	0.1%	120,000
3060 • Food	13,807	11,500	2,307	27,228	24,609	22,500	2,109	5.2%	470,000
3070 • Food Discounts	(670)	(515)	(155)	(1,971)	(1,258)	(1,060)	(198)	5.4%	(23,500)
3090 • Golf Cart Rentals	400	400	0	0	400	400	0	0.1%	445,000
3100 • Greens Fees Income	0	0	0	0	0	0	0	0.0%	1,075,000
3130 • Beverage	5,534	6,500	(966)	10,973	9,808	10,750	(942)	2.4%	406,000
3131 • Beverage Discounts	(347)	(350)	3	(1,289)	(678)	(685)	7	2.2%	(31,150)
3160 • Season Pass Income	700	1,000	(300)	0	700	1,000	(300)	0.3%	205,000
3165 • Resident ID Cards Income	0	0	0	0	0	0	0	0.0%	110,000
3168 • Merchandise Sales	100	125	(25)	426	1,455	1,475	(20)	0.6%	224,000
3169 • Rental Club Sales	0	0	0	0	0	0	0	0.0%	33,000
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%	55,000
3300 • Events	500	500	0	0	500	500	0	50.0%	1,000
3370 • Grounds Maintenance Income	0	0	0	0	0	0	0	0.0%	6,950
Total Income	20,099	19,235	864	35,368	35,611	34,955	656	1.1%	3,131,300
Cost of Goods Sold									
4010 • Cost of Food	3,718	4,370	(652)	14,472	8,794	8,550	244	4.9%	178,600
4030 • Cost of Beverages	1,670	1,556	114	4,670	3,517	2,573	944	3.6%	97,200
6425 • Merchandise	454	33	421	(669)	2,074	1,333	741	1.7%	123,200
6560 • Rental Supplies	0	0	0	0	0	0	0	0.0%	32,000
Total COGS	5,842	5,959	(117)	18,473	14,384	12,456	1,928	3.3%	431,000
Gross Profit	14,258	13,276	982	16,895	21,227	22,499	(1,272)	0.8%	2,700,300
Expense									
5010 • Salaries	30,539	30,479	60	62,500	59,500	59,422	78	15.4%	386,250
5020 • Wages	11,613	12,000	(387)	20,093	21,889	22,400	(511)	3.0%	724,850
5024 • Retirement Contributions	2,517	4,305	(1,788)	3,402	4,104	7,169	(3,065)	6.8%	60,753
5030 • Health Insurance	5,763	6,477	(714)	12,187	11,525	12,953	(1,428)	14.8%	77,749
5040 • Medicare Tax	657	702	(45)	1,311	1,270	1,390	(120)	6.8%	18,611
5050 • Unemployment Tax	91	145	(54)	181	175	290	(115)	4.8%	3,633
5060 • Worker's Compensation	2,130	2,129	1	2,995	4,261	4,255	6	16.7%	25,564
6020 • Advertising	565	550	15	1,801	2,089	2,075	14	14.4%	14,500
6040 • Automobile Mileage	0	0	0	0	0	0	0	0.0%	500
6080 • Cart Paths	0	0	0	0	0	0	0	0.0%	3,000
6090 • Cash (Over)/Short	0	0	0	0	0	0	0	0.0%	0
6110 • Cleaning Supplies	14	0	14	1,011	198	200	(2)	3.6%	5,500
6130 • Clubhouse Landscaping	0	0	0	0	0	0	0	0.0%	22,000
6140 • Computer Expense / Support	1,480	1,435	45	2,908	7,004	5,885	1,119	33.1%	21,150
6150 • Consulting Fees	0	0	0	0	0	0	0	0.0%	1,000
6180 • Credit Card Fees	606	663	(57)	1,703	1,093	1,118	(25)	1.2%	88,000
6200 • Driving Range Supplies	0	0	0	0	0	0	0	0.0%	5,000
6210 • Dues, Licenses & Certifications	428	425	3	1,488	2,100	2,075	25	45.2%	4,650

**Fraser Valley Metropolitan Recreation District  
Pole Creek Golf Course  
February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
6240 · Equipment Rental	99	83	16	181	199	170	29	1.5%	13,000
6250 · Equipment Repairs & Parts	13,160	13,100	60	15,058	14,310	14,250	60	38.2%	37,500
6265 · Equipment Lease	0	0	0	0	0	0	0	0.0%	7,117
6310 · Fuel & Oil	811	900	(89)	3,423	811	900	(89)	2.7%	30,000
6315 · Golf Car Lease	0	0	0	0	0	0	0	0.0%	119,844
6350 · Irrigation Supplies / Pumpho	123	125	(2)	6,320	11,824	11,825	(1)	65.7%	18,000
6354 · Laundry	585	500	85	780	585	500	85	7.8%	7,500
6360 · Legal Fees	0	0	0	300	0	0	0	0.0%	2,500
6370 · Liability Insurance	2,893	2,892	1	5,379	5,787	5,790	(3)	16.7%	34,720
6400 · Maintenance Agreements	1,631	1,650	(19)	0	1,631	1,650	(19)	14.8%	11,000
6405 · Maintenance & Repair	1,714	1,525	189	234	2,047	1,850	197	12.4%	16,500
6410 · Maint. Supplies/Tools	40	40	(0)	1,358	4,037	4,040	(3)	57.7%	7,000
6420 · Meals	23	25	(2)	23	176	150	26	7.1%	2,500
6450 · Furntiure & Equipment	49	50	(1)	0	543	550	(7)	12.1%	4,500
6480 · Operating Supplies	1,622	1,700	(78)	842	5,280	5,275	5	25.1%	21,000
6485 · Paper/Plastic Goods	29	25	4	410	730	725	5	4.3%	17,000
6510 · Pest Control	0	0	0	0	0	0	0	0.0%	8,000
6580 · Sand	0	0	0	0	0	0	0	0.0%	12,000
6585 · Satellite TV / Music	305	320	(15)	610	610	640	(30)	16.1%	3,800
6590 · Schools & Seminars	1,060	1,075	(15)	1,951	2,722	3,475	(753)	36.3%	7,500
6600 · Security Systems	73	70	3	140	145	140	5	17.1%	850
6610 · Seeds, Chems & Fertilizer	0	0	0	73,297	74,687	74,700	(13)	62.2%	120,000
6630 · Signage	0	0	0	0	0	0	0	0.0%	400
6632 · Smallwares	0	0	0	455	207	200	7	6.9%	3,000
6634 · Spoilage	45	0	45	315	90	50	40	6.0%	1,500
6650 · Telephone	1,121	1,441	(320)	2,784	2,445	2,890	(445)	14.1%	17,300
6660 · Toilet Rental & Supplies	0	0	0	89	0	0	0	0.0%	500
6690 · Trash Removal	509	475	34	541	1,018	950	68	22.1%	4,600
6710 · Uniforms	1,795	1,725	70	980	1,813	1,750	63	16.8%	10,800
6715 · Utilities	4,203	4,450	(247)	9,287	9,512	9,550	(38)	12.4%	76,500
6720 · Vehicle Maintenance	0	0	0	518	400	400	(0)	26.7%	1,500
6735 · Employee / Vol Support	0	0	0	0	0	0	0		1,500
6740 · Water System Maintenance	1,248	1,200	48	1,818	2,232	2,200	32	13.5%	16,500
Total Expense	89,540	92,681	(3,141)	238,673	259,050	263,852	(4,802)	12.3%	2,098,642
Net Ordinary Income	(75,283)	(79,405)	4,122	(221,777)	(237,823)	(241,353)	3,530		601,658
Other Income/Expense									
Other Income									
3170-1 · Misc. Income	0	0	0	58	15	0	0	0	8,000
3125 · Fund Raising Income	0	0	0	0	0	0	0	0.0%	7,500
Total Other Income	0	0	0	58	15	0	0	0.1%	15,500
Other Expense									
6283 · Fund Raising Expenditure	0	0	0	0	0	0	0	0.0%	7,500
Total Other Expense	0	0	0	0	0	0	0	0.0%	7,500
Net Other Income	0	0	0	58	15	0	15	0.0%	8,000
Net Income	(75,283)	(79,405)	4,122	(221,719)	(237,808)	(241,353)	3,545		609,658

**Fraser Valley Metropolitan Recreation District  
Parks and Recreation Combined  
February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
Ordinary Income/Expense									
Income									
3031 • Memberships	43,704	30,550	13,154	134,736	163,074	125,925	37,149	31.3%	521,000
3032 • Punch Cards	15,026	14,625	401	49,889	55,587	46,525	9,062	37.1%	150,000
3033 • Daily Admissions	37,275	43,950	(6,675)	86,200	80,562	84,875	(4,314)	21.5%	374,000
3034 • Gymnastics Programs	17,549	14,875	2,674	32,448	40,480	35,850	4,630	28.2%	143,500
3035 • Aquatic Programs	2,535	3,000	(465)	9,674	7,652	8,500	(848)	19.1%	40,000
3036 • Fitness Programs	4,840	4,100	740	8,755	11,323	9,500	1,823	22.6%	50,000
3037 • Child Care	0	0	0	5	0	0	0	0.0%	0
3038 • Vending	0	0	0	0	0	0	0	0.0%	2,000
3039 • Climbing Wall	700	725	(25)	2,473	2,800	2,450	350	40.0%	7,000
3040 • Retail Sales	3,744	2,825	919	6,666	6,956	5,825	1,131	29.0%	24,000
3041 • Concessions	1,561	1,700	(139)	3,548	3,111	3,250	(139)	29.6%	10,500
3080 • User Fees-Adult	2,006	2,500	(495)	8,616	5,945	6,300	(355)	21.2%	28,000
3085 • User Fees-Youth	94,827	92,500	2,327	102,732	108,898	106,000	2,898	49.1%	222,000
3110 • Interest Income	8,414	9,000	(586)	3,013	17,608	18,500	(892)	15.3%	115,000
3111 • Interest Income County	0	0	0	(7)	0	0	0	0.0%	1,800
3123 • Special Events	210	200	10	2,725	3,905	3,700	205	78.1%	5,000
3124 • Sponsorships	300	300	0	0	300	300	0	2.4%	12,500
3172 • Facility Rental Fees	3,595	2,825	770	15,823	9,201	8,900	301	13.3%	69,250
3173 • Skate Rentals	1,655	2,250	(595)	4,054	4,129	4,650	(521)	20.6%	20,000
3180 • Property Tax Income-Current	571,744	572,993	(1,249)	391,286	578,337	580,450	(2,113)	33.6%	1,721,364
3181 • Property Tax-Delinquent	0	0	0	(77)	0	0	0	0.0%	0
3200 • Specific Ownership Taxes	13,904	13,125	779	21,649	23,568	23,375	193	15.5%	152,000
3205 • Leagues & Tournaments	3,402	2,600	802	14,710	22,076	20,175	1,901	20.4%	108,000
3209 • Donations	(500)	(500)	0	0	(500)	(500)	0	100.0%	(500)
Total Income	826,490	814,143	12,347	898,915	1,145,011	1,094,550	50,461		3,776,414
Cost of Goods Sold									
6425 • Merchandise	2,483	2,379	104	4,475	5,235	4,763	472	29.1%	18,000
Total COGS	2,483	2,379	104	4,475	5,235	4,763	472		18,000
Gross Profit	824,007	811,764	12,243	894,440	1,139,776	1,089,787	49,989		3,758,414
Expense									
5010 • Salaries	64,385	69,229	(4,844)	109,924	127,164	135,385	(8,221)	13.0%	980,750
5020 • Wages	70,654	65,628	5,026	134,049	144,844	133,081	11,763	16.5%	879,500
5024 • Retirement Contributions	7,189	8,953	(1,764)	9,149	12,325	17,840	(5,515)	10.8%	114,012
5025 • Contract Labor	1,723	1,750	(28)	2,188	1,723	1,750	(28)	2.9%	59,100
5030 • Health Insurance	17,793	19,166	(1,373)	34,306	35,592	38,335	(2,743)	15.0%	236,523
5040 • Medicare Tax	1,957	2,037	(80)	3,535	3,941	4,043	(102)	14.6%	26,974
5050 • Unemployment Tax	270	422	(152)	488	544	829	(285)	9.7%	5,581
5060 • Worker's Compensation	2,307	2,306	1	2,810	4,614	4,616	(2)	16.7%	27,686
6000 • Accounting Fees	0	0	0	0	0	0	0	0.0%	16,000
6010 • Adult Program Supplies	383	375	8	958	627	625	2	20.9%	3,000
6020 • Advertising	941	950	(9)	6,276	12,059	11,800	259	58.8%	20,500
6035 • Aquatics	37	50	(13)	1,200	37	50	(13)	1.1%	3,500
6040 • Automobile Mileage	51	50	1	0	51	50	1	3.3%	1,550
6070 • Board/Staff Development	2,276	2,250	26	2,180	2,409	2,400	9	28.3%	8,500
6090 • Cash (Over)/Short	51	0	51	(190)	(16)	0	(16)	0.0%	0



**Fraser Valley Metropolitan Recreation District  
Parks and Recreation Combined  
February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
6110 · Cleaning Supplies	448	375	73	1,856	1,271	1,200	71	8.0%	15,900
6130 · Clubhouse Landscaping	0	0	0	0	0	0	0	0.0%	2,700
6131 · Community Gardens	0	0	0	0	0	0	0	0.0%	5,000
6140 · Computer Expense / Support	100	115	(15)	21,243	18,778	18,830	(52)	47.7%	39,350
6150 · Consulting Fees	0	0	0	8,250	0	0	0	0.0%	25,000
6180 · Credit Card Fees	5,447	5,312	135	8,740	11,030	10,715	315	24.7%	44,700
6210 · Dues, Licesnses & Certificatio	5,545	5,575	(31)	3,822	6,835	6,800	35	47.8%	14,300
6220 · Election Supplies	0	0	0	87	0	0	0	0.0%	0
6240 · Equipment Rental	0	0	0	0	0	0	0	0.0%	1,000
6250 · Equipment Repairs & Parts	56	75	(19)	261	681	675	6	7.6%	8,900
6273 · Field Trips-Youth	33	25	8	2,239	473	525	(52)	5.6%	8,500
6274 · Field Trips-Adult / Teen	0	0	0	0	400	400	0	26.7%	1,500
6295 · Fitness	0	0	0	0	150	150	(0)	6.2%	2,400
6310 · Fuel & Oil	776	775	1	2,504	1,602	1,600	2	9.7%	16,500
6333 · Gymnastics	2,156	2,150	6	753	2,217	2,200	17	18.2%	12,200
6350 · Irrigation Supplies / Pumphous	0	0	0	0	0	0	0	0.0%	3,000
6355 · League Supplies	28	25	3	1,765	46	50	(4)	0.3%	17,000
6360 · Legal Fees	165	150	15	1,045	1,181	750	431	13.1%	9,000
6370 · Liability Insurance	5,529	5,528	1	10,472	11,058	11,058	(0)	16.7%	66,346
6400 · Maintenance Agreements	7,076	5,350	1,726	8,322	14,747	13,050	1,697	39.9%	37,000
6405 · Maintenance & Repair	14,905	8,000	6,905	3,832	19,474	12,500	6,974	33.3%	58,500
6410 · Maint. Supplies/Tools	1,273	1,500	(228)	4,241	1,848	2,075	(227)	7.8%	23,800
6420 · Meals	11	0	11	329	20	0	20	0.4%	5,750
6450 · Furntiure & Equipment	953	958	(5)	3,856	1,906	1,920	(14)	12.7%	15,000
6480 · Operating Supplies	637	800	(163)	1,495	5,700	5,800	(100)	34.2%	16,650
6485 · Paper/Plastic Goods	334	300	34	1,211	830	850	(20)	12.8%	6,500
6518 · Pool Chemicals & Supplies	829	1,000	(171)	1,269	8,020	7,500	520	25.5%	31,500
6561 · Payroll Expenses	2,643	2,700	(57)	4,393	3,960	3,975	(15)	19.8%	20,000
6585 · Satellite TV / Music	290	300	(10)	637	1,014	1,050	(36)	25.0%	4,050
6590 · Schools & Seminars	218	220	(2)	2,354	273	290	(17)	1.7%	16,250
6600 · Security Systems	117	117	(0)	222	233	232	1	16.7%	1,400
6610 · Seeds, Chems & Fertilizer	0	0	0	4,914	2,205	2,200	5	18.4%	12,000
6630 · Signage	313	300	13	0	313	300	13	15.7%	2,000
6631 · Special Events	26	25	1	861	772	725	47	30.3%	2,550
6635 · Summer Program Supplies	147	100	47	0	189	150	39	12.6%	1,500
6650 · Telephone	1,596	1,687	(91)	2,994	3,331	3,378	(47)	16.4%	20,300
6660 · Toilet Rental & Supplies	0	0	0	0	0	0	0	0.0%	3,500
6680 · Transportation	30	25	5	0	30	25	5	0.5%	6,500
6690 · Trash Removal	418	475	(57)	775	836	950	(114)	14.4%	5,800
6710 · Uniforms	426	425	1	90	515	425	90	10.8%	4,750
6715 · Utilities	21,855	22,200	(345)	46,145	43,865	44,625	(760)	17.3%	253,500
6720 · Vehicle Maintenance	(2)	0	(2)	0	26	25	1	0.4%	6,000
6730 · Youth Program Supplies	0	0	0	492	96	100	(4)	1.1%	9,000
6735 · Employee / Vol Support	105	25	80	16	329	250	79	9.4%	3,500
6740 · Water System Maintenance	1,134	1,000	134	1,801	1,993	1,900	93	14.8%	13,500
Total Expense	245,631	240,778	4,853	460,158	514,159	510,052	4,107		3,257,271
Net Ordinary Income	578,376	570,986	7,390	434,282	625,618	579,735	45,883		501,143
Other Income/Expense									

**Fraser Valley Metropolitan Recreation District  
Parks and Recreation Combined  
February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
Other Income									
3122 • Grand Classic Revenue	0	0	0	0	0	0	0	0.0%	15,000
3125 • Fund Raising Income	0	0	0	350	0	0	0	0.0%	750
3170-1 • Misc. Income	0	0	0	4,280	7	0	7	0.0%	0
3183 • Property Tax Income O&M	66,648	67,014	(366)	45,612	67,417	67,874	(457)	33.7%	199,960
3210 • Grant Income	0	0	0	3,500	3,000	3,000	0	85.7%	3,500
Total Other Income	66,648	67,014	(366)	53,743	70,423	70,874	(451)		219,210
Other Expense									
6330 • Grants & Donations	0	0	0	1,319	2,203	2,200	3	19.2%	11,500
6283 • Fund Raising Expenditure	0	0	0	0	0	0	0	0.0%	750
9020 • Interest - Bonds / COPs	0	0	0	0	0	0	0	0.0%	0
9030 • Agent Fees	0	0	0	0	0	0	0	0.0%	250
9040 • Principal - Bonds / COPs	0	0	0	0	0	0	0	0.0%	71,469
9050 • Treasurer's Fees	31,920	32,119	(199)	21,841	32,288	32,492	(204)	33.6%	96,066
Total Other Expense	31,920	32,119	(199)	23,160	34,491	34,692	(201)		180,035
Net Other Income	34,729	34,895	(166)	30,583	35,933	36,182	(249)		39,175
Net Income	613,104	605,881	7,223	464,865	661,550	615,917	45,633		540,318



**Fraser Valley Metropolitan Recreation District**  
**The Foundry Cinema Bowl**  
**February 29, 2024**

		Current Period			2023	Year to date				2024
		Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
	Ordinary Income/Expense									
	Income									
	3011 · Bowling Sales	35,891	41,500	(5,609)	81,280	75,599	81,000	(5,401)	20.2%	375,000
	3038 · Vending / Arcade	0	0	0	3,907	3,685	2,500	1,185	17.5%	21,000
	3041 · Concessions	5,885	6,500	(615)	18,199	15,874	16,250	(376)	13.2%	120,000
	3043 · Movie Sales	9,448	11,700	(2,252)	40,212	31,685	33,700	(2,015)	10.6%	300,000
	3060 · Food	12,808	12,400	408	23,296	27,615	24,700	2,915	20.8%	133,000
	3070 · Food Discounts	(193)	(300)	107	(491)	(604)	(600)	(4)	17.3%	(3,500)
	3124 · Sponsorships	3,400	4,000	(600)	8,280	6,760	8,000	(1,240)	14.1%	48,000
	3130 · Beverage	24,636	27,875	(3,239)	53,793	50,428	56,325	(5,897)	20.6%	245,000
	3131 · Beverage Discounts	(491)	(375)	(116)	(663)	(1,005)	(750)	(255)	22.3%	(4,500)
	3172 · Facility Rental Fees	0	0	0	2,000	1,062	1,000	62	4.4%	24,000
	3205 · Leagues & Tournaments	3,980	4,000	(20)	7,680	9,380	9,000	380	37.5%	25,000
	Total Income	95,364	107,300	(11,936)	237,494	220,480	231,125	(10,645)	17.2%	1,283,000
	Cost of Goods Sold									
	4010 · Cost of Food	3,744	5,580	(1,836)	10,959	11,931	11,114	817	19.9%	59,850
	4030 · Cost of Beverages	4,480	6,969	(2,489)	13,865	10,281	14,080	(3,799)	16.8%	61,250
	6426 · Cost of Movies	3,947	8,600	(4,653)	16,874	11,763	19,600	(7,837)	7.8%	150,000
	6427 · Cost of Concessions	1,673	2,125	(452)	4,324	4,642	4,562	80	15.5%	30,000
	Total COGS	13,845	23,274	(9,430)	46,022	38,616	49,356	(10,740)	12.8%	301,100
	Gross Profit	81,520	84,026	(2,506)	191,472	181,864	181,769	95	18.5%	981,900
	Expense									
	5010 · Salaries	6,731	6,731	(0)	10,154	13,462	13,462	(0)	15.4%	87,500
	5020 · Wages	24,963	20,225	4,738	41,334	50,611	43,200	7,411	17.6%	288,000
	5024 · Retirement Contributions	1,498	1,310	188	2,606	3,299	2,722	577	18.7%	17,678
	5030 · Health Insurance	725	1,434	(709)	1,974	2,159	2,868	(709)	12.5%	17,208
	5040 · Medicare Tax	579	391	188	1,008	1,276	821	455	23.4%	5,445
	5050 · Unemployment Tax	80	81	(1)	139	176	169	7	15.6%	1,127
	5060 · Worker's Compensation	222	222	0	582	445	449	(4)	16.7%	2,669
	6020 · Advertising & Promotion	0	0	0	3,366	5,857	5,300	557	94.5%	6,200
	6090 · Cash (Over)/Short	14	0	14	58	14	0	14	0.0%	0
	6110 · Cleaning Supplies	789	800	(11)	933	1,930	1,840	90	29.7%	6,500
	6140 · Computer Expense / Support	130	200	(70)	285	791	800	(9)	4.5%	17,500
	6150 · Consulting Fees	250	250	0	500	500	500	0	16.7%	3,000
	6180 · Credit Card Fees	3,766	3,883	(117)	7,287	8,829	8,413	416	21.0%	42,000
	6210 · Dues, Licenses & Certification	70	75	(5)	1,055	1,229	1,225	4	49.1%	2,500
	6240 · Equipment Rental	211	200	11	379	422	400	22	17.6%	2,400
	6250 · Equipment Repairs & Parts	544	575	(31)	294	864	875	(11)	5.4%	16,000
	6270 · Facility Lease	0	0	0	50,000	0	0	0	#DIV/0!	0
	6354 · Laundry	291	290	1	534	655	580	75	18.7%	3,500
	6360 · Legal Fees	0	0	0	85	0	0	0	0.0%	3,000
	6370 · Liability Insurance	873	873	(0)	1,615	1,746	1,745	1	16.7%	10,475
	6400 · Maintenance Agreements	2,516	2,150	366	1,537	4,961	3,360	1,601	49.6%	10,000
	6405 · Maintenance & Repair	0	250	(250)	2,624	1,843	2,100	(257)	20.5%	9,000
	6410 · Maint. Supplies/Tools	71	75	(4)	205	673	675	(2)	22.4%	3,000
	6450 · Furniture & Equipment	147	150	(3)	0	225	225	(0)	0.0%	2,000
	6480 · Operating Supplies	288	300	(12)	316	1,851	1,825	26	37.0%	5,000

**Fraser Valley Fraser Valley Metropolitan Recreation District**  
**The Foundry Cinema Bowl**  
**February 29, 2024**

		Current Period			2023	Year to date				2024
		Actual	Budget	Variance		Actual	Budget	Variance		
	6485 • Paper Goods / Supplies	809	900	(91)	2,192	3,458	3,400	58	34.6%	10,000
	6585 • Satellite TV / Music	270	333	(63)	845	540	670	(130)	13.5%	4,000
	6590 • Schools & Seminars	0	0	0	0	0	0	0	0.0%	6,500
	6600 • Security Systems	0	0	0	0	0	0	0	0.0%	400
	6632 • Smallwares	164	50	114	0	576	350	226	76.8%	750
	6634 • Spoilage	0	0	0	0	0	0	0	0.0%	500
	6650 • Telephone	354	383	(29)	761	722	770	(48)	15.7%	4,600
	6690 • Trash Removal	435	500	(65)	1,134	784	1,000	(216)	13.1%	6,000
	6710 • Uniforms	0	0	0	0	0	0	0	0.0%	500
	6715 • Utilities	3,806	3,800	6	7,594	7,606	7,800	(194)	19.8%	38,500
	6735 • Employee / Vol Support	0	0	0	0	0	0	0	0.0%	500
	<b>Total Expense</b>	<b>50,597</b>	<b>46,431</b>	<b>4,166</b>	<b>141,394</b>	<b>117,504</b>	<b>107,544</b>	<b>9,960</b>	<b>18.5%</b>	<b>633,951</b>
	<b>Net Ordinary Income</b>	<b>30,923</b>	<b>37,595</b>	<b>(6,672)</b>	<b>50,078</b>	<b>64,360</b>	<b>74,225</b>	<b>(9,865)</b>	<b>18.5%</b>	<b>347,949</b>
	<b>Other Income/Expense</b>									
	<b>Other Income</b>									
	3170-1 • Misc. Income	0	0	0	183	78	0	78	0.0%	0
	9095 • Bond Proceeds	0	0	0	0	0	0	0	0.0%	0
	<b>Total Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>183</b>	<b>78</b>	<b>0</b>	<b>78</b>	<b>0.0%</b>	<b>0</b>
	<b>Other Expense</b>									
	9020 • Interest - Bonds / COPs	0	0	0	0	0	0	0	0.0%	0
	9030 • Agent Fees	0	0	0	0	0	0	0	0.0%	250
	9040 • Principal - Bonds / COPs	0	0	0	0	0	0	0	0.0%	291,800
	<b>Total Other Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>292,050</b>
	<b>Net Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>183</b>	<b>78</b>	<b>0</b>	<b>78</b>		<b>(292,050)</b>
	<b>Net Income</b>	<b>30,923</b>	<b>37,595</b>	<b>(6,672)</b>	<b>50,261</b>	<b>64,438</b>	<b>74,225</b>	<b>(9,787)</b>		<b>55,899</b>

**Fraser Valley Metropolitan Recreation District**  
**Capital Expenditures**  
**February 29, 2024**

		Current Period			2023	Year to date			2024
		Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget
<b>Income</b>									
	3124 • Sponsorships	0	0	0	0	0	0	0.0%	0
	3210 • Grants & Donations	4,500	0	4,500	0	4,500	0	4,500	0.0%
	<b>Total Income</b>	4,500	0	4,500	0	4,500	0	4,500	0.0%
<b>Gross Profit</b>		4,500	0	4,500	0	4,500	0	4,500	0.0%
		4,500	0	4,500	0	4,500	0	4,500	0.0%
<b>Other Expense</b>									
	9079 Capital Expenditure - Foundry	900	900	(0)	0	2,489	2,489	(0)	140,000
	9077 • Capital Expenditure-Parks & Rec								
	9077-01 • Capital Exp - Parks & Rec	35,520	35,520	(0)	56	35,520	35,520	(0)	342,000
	9077-02 • Capital Lease - Parks & Rec	2,788	2,788	(0)	5,816	5,575	5,576	(1)	53,451
	<b>Total 9077 • Total Capital-Parks &amp; Rec</b>	38,308	38,308	(0)	5,873	41,095	41,096	(1)	395,451
	9078 • Capital Expenditure-Golf Course								
	9078-01 • Capital Exp - Golf Course	11,418	11,418	(0)	31,614	87,128	87,128	(0)	556,500
	9078-02 • Capital Lease - Golf Course	0	0	0	1,345	672	672	0	97,053
	<b>Total 9078 • Total Capital-Golf Course</b>	11,418	11,418	(0)	32,959	87,800	87,800	(0)	653,553
<b>Total Other Expense</b>		50,625	50,626	(1)	38,832	131,384	131,385	(1)	1,189,004
<b>Net Income</b>		(46,125)	(50,626)	4,501	(38,832)	(126,884)	(131,385)	4,501	(1,189,004)
	<b>Parks and Recreation</b>	<b>2024 Budget</b>	<b>Actual To Date</b>	<b>Pole Creek Golf Club</b>		<b>2024 Budget</b>	<b>Actual To Date</b>	<b>Foundry</b>	<b>2024 Budget</b>
	2023 Pacific Lease (new)	11,106	1,851	2019-Equip Lease (12193)		-			
	Gen Rec Mini Bus Lease	12,321	2,054	2019-Truck Lease		672	672		
	Parks 5-Year Equipment Lease - 2021 Bot	10,024	1,671	2020-Equip Lease (12262)		23,095			
	Parks 5-Year Equipment Lease - Equipme	20,000	-	2021-Equip Lease (12319)		26,310			
				2022-Equip Lease (12391)		23,755			
				2024-Equip Lease		23,220			
	<b>Total Leases</b>	53,451	5,575	<b>Total Leases</b>		97,052	672	<b>Total Leases</b>	-
	Lap Pool Boiler	35,000	-	Cart Path Phase V		370,000		Renovations	75,000
	Expresso S3 Upright Bike	7,500	-	Hobart Dish Machine		25,000	2,220	POS Upgrades	60,000
	Leisure Pool Play Feature	105,000	-	Skid Steer		70,000	64,560	Water Softener	5,000
	Steam Generator	18,000	-	2 - Small Utility Carts		19,000			
	Windscreens	5,500	-	Awning		10,000	9,198		
	Upgrade Building Automation System	35,000	33,398	Patio Furniture		7,000			
	Sound System - Ice Rink	10,000	-	Website Re-design		15,500	6,200		
	Becs Chemical Feed Controller	8,300	-	Phone System		10,000			
	Office Flooring	12,200	2,122	Turf Edger & Seeder		30,000	4,950		
	Office Remodel	5,500	-						
	Parking lot Lighting	100,000	-						
	<b>Capital Expenditures</b>	342,000	35,520	<b>Capital Expenditures</b>		556,500	87,128	<b>Capital Expend</b>	140,000
	<b>Parks &amp; Rec Total</b>	395,451	41,095	<b>PCGC Total</b>		653,552	87,800	<b>Foundry Total</b>	140,000
	<b>Grant / Donations</b>	-	-	<b>Grant / Donations</b>		-	-	<b>Grant / Donatio</b>	-
	<b>Net Capital Expenditures</b>	395,451	41,095	<b>Net Capital Exp</b>		653,552	87,800	<b>Net Capital Exp</b>	140,000
									2,489

**Fraser Valley Metropolitan Recreation District**  
**Capital Project - GPCRC Expansion**  
**February 29, 2024**

				Current Period			2023	Year to date			2024
				Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance	Budget
<b>Ordinary Income/Expense</b>											
<b>Income</b>											
		<b>3110 · Interest Income</b>		4,469	4,750	(281)	0	9,224	9,300	(76)	25,000
		<b>3209 · Donations</b>		0	0	0	0	30	0	30	35,725
		<b>Total Income</b>		4,469	4,750	(281)	0	9,254	9,300	(46)	60,725
		<b>Gross Profit</b>		4,469	4,750	(281)	0	9,254	9,300	(46)	60,725
		<b>Net Ordinary Income</b>		4,469	4,750	(281)	0	9,254	9,300	(46)	60,725
<b>Other Income/Expense</b>											
<b>Other Income</b>											
		<b>3125 · Capital Improvement Fee</b>		5,178	5,178	0	0	40,111	40,111	0	147,500
		<b>3210-1 · Grant Income</b>		0	0	0	0	0	0	0	1,344,800
		<b>4072 · Prior Year Capital Re</b>		0	0	0	0	0	0	0	1,083,168
		<b>9095 · COP/Bond Proceeds</b>		0	0	0	0	0	0	0	0
		<b>Total Other Income</b>		5,178	5,178	0	0	40,111	40,111	0	2,575,468
<b>Other Expense</b>											
		<b>9070 · Capital Expenditures</b>		7,735	7,735	0	0	29,702	29,702	0	2,636,193
		<b>Total Other Expense</b>		7,735	7,735	0	0	29,702	29,702	0	2,636,193
		<b>Net Other Income</b>		(2,557)	(2,557)	0	0	10,409	10,409	0	(60,725)
		<b>Net Income</b>		1,912	2,193	(281)	0	19,663	19,709	(46)	0
		<b>Capital Expenditures</b>		<b>2024 Budget</b>	<b>Actual To Date</b>						
		Architectural, Engineering, Permits		105,000	29,702						
		Construction Costs		1,780,000	-						
		Fitness Flooring		58,080	-						
		Fitness Equipment		136,200	-						
		Solar Array		301,000	-						
		Contingency		255,912	-						
		<b>Capital Expenditures</b>		<b>2,636,192</b>	<b>29,702</b>						

**Fraser Valley Metropolitan Recreation District**  
**Debt Service**  
**February 29, 2024**

	Current Period			2023	Year to date				2024
	Actual	Budget	Variance	YTD Actual	Actual	Budget	Variance		Budget
Ordinary Income/Expense									2,000
Income									
3111 - Interest Income County	0	0	0	(8)	0	0	0	0.0%	
3181 - Property Tax-Delinq	0	0	0	(84)	0	0	0	0.0%	
3182 - Property Tax Debt	422,865	424,068	(1,203)	468,811	433,979	435,182	(1,203)	34.1%	
Total Income	422,865	424,068	(1,203)	468,720	433,979	435,182	(1,203)	34.0%	1,274,668
Gross Profit	422,865	424,068	(1,203)	468,720	433,979	435,182	(1,203)	34.0%	1,274,668
Net Ordinary Income	422,865	424,068	(1,203)	468,720	433,979	435,182	(1,203)	34.0%	1,274,668
Other Income/Expense									
Other Expense									
9020 - Interest - Bonds	0	0	0	0	0	0	0	0.0%	
9030 - Agent Fees	0	0	0	0	0	0	0	0.0%	404,600
9040 - Principal - Bonds	0	0	0	0	0	0	0	0.0%	400
9050 - Treasurer's Fees	21,143	21,203	(60)	23,436	21,699	21,759	(60)	34.1%	805,000
Total Other Expense	21,143	21,203	(60)	23,436	21,699	21,759	(60)	1.7%	63,633
Net Income	401,722	402,865	(1,143)	445,283	412,280	413,423	(1,143)		1,273,633
									1,035



To: FVMRD Board of Directors  
From: Golf Services Division  
Date: March 15, 2024  
Subject: Golf Department Report

## **Golf Shop**

The Golf Shop is a mess as we renovate the front office and I move to the back office. The front office will now be where JT and Tanner have their desks. Tanner is moving from Craig's Turf Maintenance staff to a full-time summer Golf Shop employee, he will still be at the Ice Rink in the winter. We are excited to have him helping us inside as we start thinking about a succession plan for JT. Tanner will be overseeing the cart staff in addition to learning the golf shop operations and helping JT with tournaments.

Our new website should be live within a couple weeks and we are very happy with all the work ePage City has done. Brenna and I will be training with them next week to learn more about editing and adding to the pages. American Awning was out last week to take final measurements for the new patio awning so they can begin to build the pieces. They hope to do final install in the middle of May. A big thank you to Pole Creek Men's Club for their donation of \$4,500 to help with the Awning project.

## **Turf Maintenance**

We continue to do our preventative maintenance on all of our equipment and sprucing up our golf course accessories. Jon has been very meticulous and detailed going through all of our equipment and cutting units. There was a lack of attention to detail in this area in the past and it is very refreshing to see our assets being well attended to.

We have been checking greens on a weekly basis and they are still looking good. The cart paths to the Ridge greens have been cleared and we will do the Meadow/Ranch Paths next. Since we have started clearing paths, we are no longer grooming the XC/Snowshoe trails around the golf course. We are looking to start clearing our tarped greens the week of March 25<sup>th</sup> and the rest of the greens could possibly be started around April 2<sup>nd</sup>.

## **Bistro 28**

Bistro is seeing increased business with spring break crowds in town. We are gearing up for our Beer Pairing Dinner with Hideaway Park Brewery on Friday March 22<sup>nd</sup>. The event will feature a 3-course dinner that is made using beers from the brewery as well as each course having its own beer pairing. The last day for winter operations will be Saturday, April 6<sup>th</sup>.

I have begun to receive applications for summer and hope to recruit more back of house staff as the resort begins to wind down their season. Casey and I will be talking summer menus and operations in the coming weeks as Casey has not experienced a summer at the Bistro yet.

**To:** FVMRD Board of Directors  
**Date:** March 19, 2024  
**Subject:** Fraser Valley Rec Department Report



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

February saw 12,045 patron visits. The upward trend continued with 349 more visits than in February 2023.

We welcome six new lifeguards on staff who will be with us until the end of the ski season. We thank Cypress, our Lead Guard, for her efforts over the last several months and wish her luck back in Arizona. Laurel returns from maternity leave this Monday, March 18<sup>th</sup> and we are excited to have her back.

Scott and John are finalizing the Request for Proposal for the fitness equipment and flooring options for the GPCRC Expansion Project. The deadline for submittal is early April.

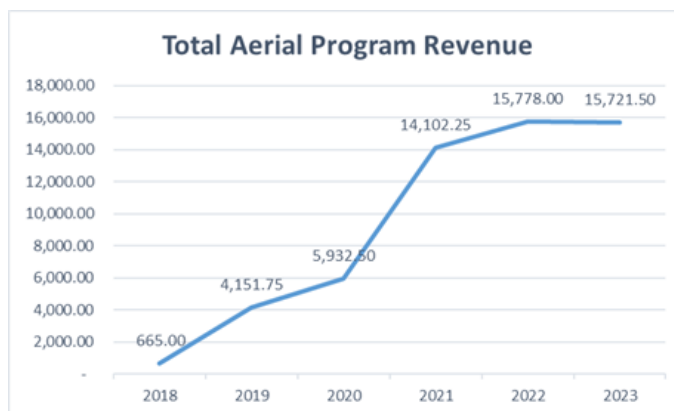
Next week the demo and removal of the carpet behind the front desk, back office will take place. A special thanks to our maintenance team for assisting with the project. The new flooring is scheduled to be installed on Tuesday, March 19<sup>th</sup>.

We wish John Florkiewicz the best in his retirement, his last day is March 27<sup>th</sup>. He will be greatly missed but plans to remain active and involved, enjoying the Fitness area and perhaps will continue to teach Ski Conditioning. A farewell event is planned upstairs at the Winter Park Pub on March 20<sup>th</sup> from 6 - 8pm. Please join us to get together and express our appreciation for his hard work and wish him well in the next chapter of his life. The Fitness Supervisor position is currently posted.

There will be a delay in the release of the RecTrac app due to unforeseen Apple Developer Account delays. We expect to release the App in April when the issue is resolved.

The gymnastics team has added four new gymnasts to its roster, putting the total number at 40. This is our highest number ever. Our growth is limited by coaching staff, so we are on the lookout to hire and train additional staff.

Our climbing and aerial programs continue to grow in popularity. Climbing wall revenue was \$4,461 in 2017 and in 2023, the revenue from our climbing programs reached \$8,634. The growth in our Aerial Programs can be seen in the graph below. We thank Jules for pulling the data together and for her efforts in building these successful programs.



February saw 36 youth participating in our swim programs. We have been getting steady inquiries for private lessons. Starting next week we will have Grand Kids preschool coming in for lessons on Tuesday and Wednesday mornings through April.

We are in the midst of planning a 2<sup>nd</sup> Annual dance recital with Granby Rec that will be held at the end of April to cumulate this school year's dance programs.

We have added additional Specialty Camps this summer to accommodate waitlists and the extended week of summer break in accordance with the newly released School Calendar. We added a Theater Camp (Winnie the Pooh) and Mountain Bike Camp for the last week of summer and an Outdoor Adventure Quest Camp and Dance Camp to the first

week of Summer Break.

We had our first Kid's Night Out since COVID (previously Parent's Night Out) on Thursday, March 7<sup>th</sup> and it was a lot of fun with 12 kids in attendance. We are looking into hosting an Easter Egg hunt on Easter Sunday as it appears the Winter Park Chamber of Commerce and Winter Park Resort are not hosting their traditional annual events this year.

Rec Camp After-School program had their annual licensing health inspection at the Grand Park Community Rec Center on Thursday, March 7<sup>th</sup>, and passed with no violations! After-school numbers have slowly been increasing with an average of 11 kids coming daily. Friday Field trips have had low numbers, causing us to cancel one so far this month, we expect numbers to increase when Friday Ski Programs wrap up for the season.

Registration for local EGSD families for Rec Summer Camp opens Monday, March 18<sup>th</sup> and we expect spots to fill up fast! They are required to register for 9 days per child so hopefully this prevents visiting families from early registration. Open enrollment will be April 15<sup>th</sup> for the remainder of spots.

Samantha attended CPRA Customer Service and Supervisor training on March 8<sup>th</sup>. It was a lot of great information packed into a day. We look forward to her sharing her experience with the team.

### **Parks & Athletics**

February and early March have been very busy at the Sports Complex. The Icebox has hosted 131 adult hockey regular season league games as well as 132 curling league matches. Play-offs have begun and championships games will be completed in the first week of April.

The Fraser Valley Hockey Association ended their season on March 14<sup>th</sup>. The FVHA plans to host an end of season skating party at the IceBox in early April to celebrate the successful season.

Youth basketball ended on March 2<sup>nd</sup>. We hosted the last game Saturday, which included set up, scorekeeping, officiating, and tear down. Grand County Youth Volleyball registration is open with 20 kids currently registered to play. Practices will begin on March 19<sup>th</sup>.

After school skating programs are going well. There are 10 skaters participating this month.

FVRMD staff met with the Community Garden board to discuss the 2024 budget and the purchase of a new hoop house cover. We are also working on 2024 registration procedures and deadlines.

On March 11<sup>th</sup>, staff met with East Grand School District to discuss the FVSC hosting Girl's Highschool Soccer and Boy's Lacrosse starting April 4<sup>th</sup>. Parks staff will meet with EGSD Facilities Director to discuss snow removal options to clear two full size fields in late March.

### **Maintenance**

#### **Rec Center:**

Our new work request system software (Helixintel) is up and working and has been very effective.

The new steam generator has arrived and installation has been set for March 18<sup>th</sup>, the steam room will be down for most of the day as the updated system is installed.

The HVAC system continues to have issues in our roof top units, causing challenging temperature and humidity fluctuations. We are working with Tolin Mechanical and Trane for possible solutions.

#### **Foundry:**

The new carpet tiles have arrived; we will begin the process of removing and replacing carpet tiles as needed. Lane 8 is still out of service; we have been working with Brunswick to try to find a solution. Brunswick on-site training is still scheduled for the week of April 15<sup>th</sup>.

**Pole creek:** Cintas will be out to replace expired sprinkler heads in the freezer.

**Sports complex:** Nothing to report.

Sincerely,

*Fraser Valley Rec Staff*





**To:** FVMRD Board of Directors  
**From:** Brian Brigance  
**Division:** Family Entertainment Division  
**Date:** March 15, 2024  
**Subject:** The Foundry Cinema & Bowl Department Report

### **Bowling**

February was a month of learning as the pinsetters are a very complex machine with over 3,000 moving parts per lane. With a focused and headstrong team, we were able to maintain the lanes and make it through League season. We are excited to have Brunswick out the week of April 15<sup>th</sup> to do an in-house training for 5 of our staff while working on and maintaining our own lanes. This should set us up for a successful summer and add to our knowledge base moving forward.

### **Cinema**

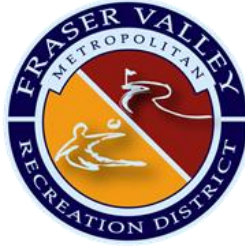
February was a tough month for the Cinema, with the final lag of the Actors Strike coming to an end. We have already seen a great increase in March ticket sales with the opening releases of Dune 2 and Kung Fu Panda 4 and are looking to continue strong with a solid summer lineup. Not for lack of trying, but we were unable to get Bob Marley. We are also working with the Winter Park Film Festival (WFFF) organizers to bring a one-night single screening of the 1969 film "Downhill Racer" special event to the Foundry on Friday, April 12<sup>th</sup>. The concept behind this event is to ignite excitement around the WFFF slated for September. Local community member and Colorado Ski Hall of Fame member Bob Singley, who was a stunt double for Robert Redford in the movie, is slated to speak at the event.

### **Food & Beverage**

During February, we continued to decrease our overstock of food, liquor, and wine before rolling out updated food, wine, and liquor options just in time for Spring Break. The Foundry has seen a major increase in our wine sales after thoughtfully updating our wine menu and pricing. We also began to partner with local Hideaway Park Brewery to offer their beers on tap and in cans.

Sincerely,

Foundry Staff



**To:** FVMRD Board of Directors  
**From:** Scott Ledin, Administration Division  
**Date:** March 15, 2024  
**Subject:** District Administration Department Report

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

To date we have had two Owner, Architect, Contractor (OAC) meetings. Meetings are currently scheduled to take place bi-weekly through the completion of the construction document phase, then transition to weekly. We are working on completion of the fitness/strength equipment and flooring Request for Proposal (RFP). Our plan is to have it completed for distribution by the end of the month with proposals due back in April.

### ***Marketing & Communications Services Request for Proposal (RFP)***

The RFP has been shared with marketing firms that perform work in Grand County. Deadline for submissions is Friday, April 12<sup>th</sup> at 5:00pm. I have included the RFP for your review.

### ***Colorado Special Districts Benchmarking Initiative***

The Special Districts Association of Colorado (SDA) has recently finalized a contract to provide technical support from an independent contractor that will allow us to revisit the SDA Parks & Recreation Benchmarking Initiative that began in 2020. Our first step is to re-engage our previous cohort in updating information prior to roll out to all 55 parks & recreation members of SDA.

### ***Parks & Recreation Division Job Postings***

We have received roughly 20 resumes for the Director of Recreation Services position. Position is posted through March 28<sup>th</sup>. We hope to begin interviewing the week of March 25<sup>th</sup> and would like to request a Board member to participate in the process for this upper management position, if possible. We have also posted the Recreation Supervisor: Fitness/Gymnastics position internally and expect to fill the position soon.

### ***National Special District Coalition (NSDC)***

In a major milestone for the nation's special districts, last week, the House Oversight and Accountability Committee approved the *Special District Grant Accessibility Act*. The bill ([H.R. 7525](#)), which is sponsored by Representatives Pat Fallon (R-TX) and Brittany Pettersen (D-CO), cleared the committee on an overwhelming 38-2 vote. To view the committee's action on H.R. 7525, please click [here](#). The discussion on the bill begins at the 1:28:35 mark.

The *Special District Grant Accessibility Act* embodies NSDC's longstanding legislative objective of codifying in federal law a first-ever, formal definition of special district. In addition to establishing such a definition, H.R. 7525 would direct federal agencies to recognize special districts as local governments for the purpose of ensuring that districts are eligible to receive appropriate forms of federal assistance, including funding and resources through key grant programs. As of this writing, it remains unclear when House leadership will schedule the bill for a floor vote.

### ***2023 Audit***

We have retained Watson Coon Ryan, LLC CPA firm to conduct the 2023 audit. Current schedule has them beginning field work the week of April 15<sup>th</sup>.

Sincerely,

District Administration



# **MARKETING AND COMMUNICATIONS SERVICES**

## **REQUEST FOR PROPOSALS**

**DEADLINE FOR APPLICATION: April 12, 2024, 5pm**

## **BACKGROUND**

The Fraser Valley Metropolitan Recreation FVMRD (FVMRD) is considered a quasi-municipal government agency governed by a five-member, citizen-elected Board of Directors. It is funded mainly by user fees and property taxes.

The FVMRD encompasses 218 square miles in the eastern portion of Grand County, Colorado. Boundaries stretch from the top of Berthoud Pass in the south to the bottom of Red Dirt Hill in the north. The towns of Winter Park, Fraser, Tabernash, and surrounding rural areas are included in the boundaries, with a current estimated full-time, year-round population of 6,000 as reported by the state Department of Local Affairs (DOLA).

A variety of recreational programs, facilities, and parks allow diverse offerings to local year-round and part-time residents who support the FVMRD through taxes. Many partnerships are in place allowing expansion and enhancement of services to meet the needs of the local community while placing an emphasis on continuous improvement in operations and offerings to meet changing needs and demands.

The FVMRD owns and operates Pole Creek Golf Club and Bistro 28 Restaurant, Grand Park Community Recreation Center, the Fraser Valley Sports Complex, including the IceBox Ice Rink, and the Foundry Cinema & Bowl.

Six service divisions (administrative, recreation, parks & athletics, golf, family entertainment, facilities maintenance) employ 28 full-time employees and 160 part-time and seasonal employees to carry out the work of the FVMRD.

## **MISSION**

The mission of FVMRD is to provide recreational experiences for our residents and guests through innovative, quality programs and facilities that promote health & wellness.

## **VISION**

Connecting people to amazing experiences.

## **PROJECT SCOPE OF WORK**

Community awareness of park and recreation amenities and programming is a key factor in whether a park and its facilities will be utilized. FVMRD is seeking proposals from qualified marketing and communications professionals (Contractor) with experience in parks and recreation and/or community-based promotion. The selected Contractor would:

- A. Assess the FVMRD's current approach to marketing, public relations, advertising, and social media.
- B. Review and evaluate branding standards for FVMRD as an organization and each FVMRD entity.
- C. Develop and implement a comprehensive three-year strategy to improve the FVMRD's communications reach, and effectiveness in sharing information.
- D. Recommend metrics by which to measure improvement.
- E. Report directly to the executive director.

## **Objectives:**

- 1. Increase and improve internal and external communications related to creating awareness of facilities, programs, parks, activities to FVMRD residents and guests, placing a priority on the use of websites and social media.
- 2. Achieve and maintain compliance with HB21-1110 related to Colorado Laws for Persons with Disabilities. (i.e. ADA website accessibility compliance, etc.)
- 3. Assist Key FVMRD staff in creating a consistent social media presence across all service divisions.

## **DESCRIPTION OF SERVICES AND DELIVERABLES**

### **Marketing, Branding and Communications**

- Perform a full assessment of the FVMRD's current approach to marketing, branding and communications.
- Develop recommendations and identify gaps or opportunities related to creating awareness of facilities, programs, parks, activities to FVMRD residents and guests, placing a priority on the use of websites and social media.

### **Websites**

The FVMRD's websites are a focal point for community outreach and involvement. Consistent formatting and relevant and timely informational updates are essential for the success of the FVMRD. The FVMRD currently maintains three (3) websites.

- Weekly content review and promotion of current and upcoming services.
- Assist with SB21-1110 requirements related to ADA website accessibility.

### **Social Media**

The FVMRD currently employs a variety of social media outlets for outreach including: Instagram, Facebook, and LinkedIn.

- Manage identified social media platforms and create and update relevant content. Respond to community inquiries\ when applicable.
- Create Facebook event pages for upcoming FVMRD-sponsored activities.
- Cross-promote events and programs of FVMRD's service divisions and community-based partners that serve the mission of the FVMRD.
- Create original content, including photographs and graphics, and obtain appropriate FVMRD and/or user-generated content of FVMRD's programs and locations for use on social media platforms.

### **KFFR Radio Station**

The FVMRD has an underwriting agreement with local radio station KFFR 88.3. Assist with coordination of recorded radio spots and maximizing FVMRD-wide exposure through program. Agreement includes the following:

- 30 Second Spot Produced by KFFR
- 3 announcements daily (minimum)
- Live interviews that are archived on KFFR's website and promoted.
- Business Listing on KFFR.org
- Preferred Community Calendar Listing for Events

### **Sponsorship Program**

Review existing sponsorship programs and develop recommendations to improve the program.

### **Administration E-Newsletter**

An emailed newsletter is a key component to reach users and keep them abreast of current activities within the FVMRD.

- Assist with development of bi-annual Administrative Services Division newsletter.
- Create an informative and attractive final product.
- Ensure distribution to existing recipients and assist in expanding this reach.

### **Annual Report**

Create an Annual Report for email and web distribution that showcases the FVMRD's facilities, programs, events and financial status from the previous fiscal year.

- Proofread, provide advance drafts for FVMRD staff review/edits, and finalize report.

### **Internal Communication**

Communication must be facilitated internally to relevant staff of the FVMRD to ensure accurate information sharing and promote culture of inclusivity and ownership of roles. The executive director will serve as the main point of contact.

## **Reporting/Analytics**

Regular reporting is key to providing metrics for successes and areas to be improved.

- Provide quarterly report on all marketing activities and external/internal communications.
- Provide quarterly reporting on websites and social media analytics.

## **SELECTION**

Proposals received by the FVMRD will be reviewed by a selection committee. The selection committee will use the following criteria to evaluate all the proposals received.

## **PROPOSAL REQUIREMENTS & SELECTION CRITERIA**

Proposals will be evaluated and ranked based on proven experience, expertise, and technical merit for the requested services.

- Demonstrated knowledge of the FVMRD's Parks and Recreation programs and facilities, annual goals, and the mission and vision of the FVMRD.
- Demonstrated ability to produce and distribute targeted marketing and communication materials and successfully and positively engage the community.
- Educational and professional record, including past record of performance on contracts with respect to cost control, quality of work, and ability to meet schedules. Please provide three (3) professional references.
- Cost. Contractor to provide a cost proposal based on the scope of work set forth in the RFP. Evaluation of how the cost of the proposal aligns with the FVMRD's proposed budget and how the proposed cost compares with the services and products provided.

## **CONTRACT NEGOTIATIONS**

Following the evaluation the selection committee will recommend a Contractor to move forward with contract negotiations.

## **DELIVERY OF PROPOSALS**

Send proposals to:

Scott Ledin, Executive Director

Fraser Valley Metropolitan Recreation FVMRD

[Scott@fraservalleyrec.org](mailto:Scott@fraservalleyrec.org)

You may also drop off proposals at:

The Grand Park Community Recreation Center

1 Main Street

Fraser, CO. 80442

***Deadline to submit proposals is April 12, 2024, at 5pm MST.***

FVMRD reserves the right to cancel this request in whole or in part at any time, or otherwise reject any submissions for reasons deemed by FVMRD that such an action would be in FVMRD's best interest.