
SPECIAL BOARD OF DIRECTORS MEETING

Thursday, September 25, 2025 – 12:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711
Agenda posted prior to 4:00 PM Monday, September 22, 2025

BOARD MEMBERS

Tom Lando, Chair
Dave Donnan, Vice Chair
Michael McGinnis
Christopher Norden
Jason Roye

CARD STAFF

Annabel Grimm, General Manager
Phil Aviles, Finance and Human Resources Director
Holli Drobny, Administrative Director
Erin Morrissey, Recreation Director
Scott Schumann, Parks and Facilities Director

LEGAL COUNSEL

Jackson Glick, Sac Valley Law

A G E N D A

Zoom Meeting Information:

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

Meeting ID: 816 0763 6750

Passcode: 156857

1. CALL TO ORDER

1.1. Roll Call

2. PUBLIC COMMENTS

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

2.1. Correspondence received from Donna and Kim Gaghagen

3. REGULAR AGENDA

3.1. Henshaw Neighborhood Park Design (Staff Report FA-25-014) - Accept the design concept for Henshaw Neighborhood Park as presented, and direct staff to proceed with design development consistent with Board and community input.

Confluence Inc. has developed a design concept for the park based on extensive community input.

3.2. Annexation of Community Facilities District (CFD) for the Operation and Maintenance of Henshaw Neighborhood Park (Staff Report 25-056 and Resolution 25-015) – *Action Requested: Adopt a resolution for the annexation of territory located in the future annexation area of Community Facilities District no. 2023-01 (Park Maintenance) into CFD 2023-01, and to levy a special tax to pay for certain public services (annexation No. 1, tax zone no. 2 – Orchard Creek Estates, Autumn Leaf, and Rodeo subdivisions).*
On June 22, 2023, the Board of Directors adopted Resolution No. 23-012 establishing Community Facilities District (CFD) No. 2023-01 (Park Maintenance) and providing for a Future Annexation Area.

3.3. Humboldt Skate Park Renaming (Staff Report FA-25-015) - *Action Requested: Approve the request to rename the Humboldt Skate Park to Schneider Skate Park.*
The District has received a formal request for memorialization and renaming the Humboldt Skate Park.

3.4. Use and Rental of District Facility Policy (Staff Report 25-048) - *Action Requested: Approve the updated Use and Rental of District Facilities Policy to establish consistent guidelines for the public use of District facilities.*
To safeguard District assets and ensure facility usage supports the District's mission, staff have updated policy # 2210 – *Use and Rental of District Facilities.*

3.5. Cancellation of the Regular Board Meeting – *Action Requested: Cancel the Regular Board Meeting originally scheduled for Thursday, September 25, 2025 at 4:00 P.M.*
Preparations by District staff are needed for the upcoming fundraising gala on Friday, September 26, 2025.

3.6. Items Removed from the Consent Agenda

4. NEW BUSINESS

4.1. Authorization of Grant Application for State and Local Cybersecurity Grant Program (Staff Report 25-057 and Resolution 25-016) - *Action Requested: Adopt a resolution authorizing the District to apply for and accept funds from the State and Local Cybersecurity Grant Program (SLCGP) Subaward.*

Applying for the SLCGP Subaward aligns with the District's ongoing efforts to improve digital security and protect sensitive information.

5. DIRECTOR COMMENTS

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

6. STAFF COMMENTS

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

7. ADJOURNMENT

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

8. CLOSED SESSION

Pursuant to Government Code 54956.9(d)(2): Conference with Legal Counsel – Anticipated Litigation

Pursuant to Government Code 54956.9(d)(1): Conference with Legal Counsel – Existing Litigation

Service Employees International Union (SEIU) Grievance

Re: Henshaw Park Planning

To the Board of Directors

We live within a block of the proposed Henshaw Park. We are concerned that the CARD lead “democratic planning and design process”, which was presented as neighborhood-centered, is being sidestepped by outside groups and individuals contacting CARD staff directly to advance their own agendas. This undermines neighborhood participation and consensus and it raises serious concerns about increased traffic, congestion and quality of life impacts for those of us who live closest to the proposed park.

We've attended and participated in all developmental meetings of this park as well as responded to previous surveys and suggested activities with respect to that piece of property over the past 35 years.

(i.e. opposed suggested dog park a few years ago). We recently saw a post on Next Door Neighbor by someone suggesting that a dog park or dog area be added to the already agreed upon design of the park. This person stated that the CARD staff was agreeable to the suggestion and suggested that others reach out to CARD to promote this idea. At NO TIME was this discussed in a positive light at our neighborhood development meetings. As a matter of fact, when asked, CARD staff assured the group that no dog park or similar activity would be considered at the Henshaw Park site. This type of after the fact recruitment and advocacy is not neighborhood centered and is just like the citywide Pickleball Facebook Group throughout the city that promoted courts this park after initial neighborhood planning groups had specifically rejected Pickleball courts due to noise. The CARD staff facilitating these neighborhood centered meetings seem to also solicit

and promote city-wide input which has resulted in our neighborhood park becoming a community park. This was NOT the focus of either the original plans shortly after we purchased our home in 1990 or the recent neighborhood planning meetings at the Masonic Center.

Again, we are concerned that this type of after the fact advocacy and promotion of changes, (using social media to drum up outside support), has/will influence CARD's decisions which will directly affect us on a daily basis.

We would like clarity on the following:

1. What is the official process for ongoing input regarding Henshaw Park now that new ideas are being introduced outside of neighborhood meetings?
2. How can nearby residents ensure their voices remain central in determining what happens in our neighborhood park?
3. What safeguards are in place to prevent citywide interest groups from reshaping neighborhood parks against the wishes of those most affected?

We respectfully ask CARD to reaffirm its commitment to honoring the final neighborhood-driven plans for Henshaw Park and/or outline how local residents can continue to participate in any and all future decisions.



BOARD OF DIRECTORS

Facility Committee

STAFF REPORT

DATE: September 17, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Henshaw Design - Community Input

BACKGROUND

At the August 28, 2025, Board Meeting, staff presented a proposed final concept for Henshaw Park which incorporated feedback from 4 in-person input sessions and several online surveys. The 4th and final session was held in the community for Henshaw Park at the Masonic Lodge. Results from community input were shared along with quantifiable data from the community. A proposed final concept and the most recent survey engagement metrics were shared and are included below:

- A total of 1,141 visits were recorded
- 787 unique visitors accessed the site
- 214 contributions were submitted through the survey
- 184 unique contributors provided feedback

The final conceptual design recognizes the community preference for a built out 12.5 acre park to include courts, fields, bathroom, picnic areas, and limited removal of existing mature trees. Results of input from both in-person and online indicated support for the final design presented in the Henshaw Park Staff Report. However, individual members of the public expressed disappointment that their preference was selected despite the data representing the majority of respondents preferred an option which was represented by the final concept.

Historical Staff Reports related to Henshaw Neighborhood Park:

- 23-051 General Manager's Report mentioned the following:
 - *November 2 at 5:30pm: Henshaw Park Input Session*
- 24-024 General Manager's Report mentioned the following:
 - *April 24 at 5:30 pm: Henshaw Park Input Session*
- FI-24-016 Potential Community Facilities District for Henshaw Park, April 2024
- FA-24-022 Henshaw Property Update, November 2024
- Facility Committee Summary, November 12, 2024
- 24-005 General Manager's Report mentioned the following:

- *Planning Commission meeting on September 5 to report on the pending Henshaw facilities maintenance assessment and the status of the park design.*
- 25-003 Design Award for Henshaw Park, January 2025
- 25-007 General Manager's Report mentioned the following:
 - *In addition to working with CUSD on the development of the park and future school yard, staff have been working with developers, the City of Chico, and Butte County to establish tax assessment districts as that area continues to be subdivided and developed.*
- 25-009 Henshaw Park Design Interviews, February 2025
- 25-016 Notice of CEQA Exemption – Henshaw, March 2025
- Facility Committee Summary, May 14, 2025
- 25-052 Henshaw Design Concept, August 2025

DISCUSSION

Staff will share the process by which the final concept was developed. Specifically, the inclusion of sports fields, bathroom, picnic sites, off street parking, walking and bike routes, and playgrounds.

RECOMMENDATION

Committee agrees on the proposed concept or provides an alternative to bring to the full Board of Directors for consideration which includes sports fields and the recommended amenities contained within the final concept.



BOARD OF DIRECTORS

Finance Committee

STAFF REPORT

DATE: April 25, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Potential Community Facilities District for Henshaw Park

BACKGROUND

Henshaw Park was acquired by the City of Chico and transferred to CARD in 2010. The undeveloped property is approximately 5.5 acres. Development of this site will provide needed parkland in an underserved area of the city.

The site is located on Henshaw Avenue and is bordered by Alamo and Guynn Avenues. The future park is situated near established neighborhoods and orchard lands. Over the last few years, several orchards have been sold to developers and subdivided, creating new neighborhoods to the North and West of the property.

The development of these new neighborhoods provides an opportunity for the District to establish an assessment district to support the maintenance of the park.

DISCUSSION

Staff will present assessment options to the Board for discussion.



BOARD OF DIRECTORS

Facility Committee

STAFF REPORT

DATE: November 13, 2024
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Henshaw Property Update

BACKGROUND

Through the 2024-25 budget process, funds were appropriated for the design and construction of Henshaw Park. The 6.39-acre property was accepted from the City of Chico on February 2, 2010, with the stipulation that it be operated and maintained as a neighborhood park.

Immediately adjacent to the park property is a 13-acre parcel belonging to Chico Unified School District (CUSD) and is the site of a future elementary school. Currently, the property is used and managed by the local Future Farmers of American chapter and overseen by Pleasant Valley High School.

DISCUSSION

As suggested by the Committee, District staff have been in communication with CUSD leadership to discuss the development of the school, timeline, and the shared use of greenspace.

CUSD reports that plans to design and construct the school are conservatively 15 to 20 years out and could be longer depending on the population growth in that area. Because fencing around CUSD properties is standard, staff continue discussions on how to best secure the future school site while maximizing greenspace between the school yard and the park.

Since the development of the school is decades into the future, the school district has expressed interest in allowing the District to include additional acreage from their property into the park design and allow the District to operate and maintain it until CUSD is ready to design and develop the school.

This opportunity provides several benefits CUSD, the District, and the community. By expanding the park with additional CUSD acreage, the District could provide a more comprehensive recreational experience for the community. This additional space allows for more amenities, such as larger sports fields, walking paths, or even facilities that currently do not fit within the existing park design. Additional programming opportunities can provide an offset to the cost incurred of maintaining and operating the additional space.

Utilizing otherwise unused land promotes positive community engagement and improves neighborhood aesthetics. This approach may also reduce undesirable activities often associated with vacant, unattended properties. District management and maintenance will ensure the land is well-kept, reducing safety hazards such as weeds, debris, and vandalism, which may otherwise go unaddressed.

With a strong existing partnership with CUSD, this is an opportunity to demonstrate a shared commitment to the neighborhood and community at large. It also may provide for future cooperative projects and funding opportunities.

REQUEST

Discussion with the Committee regarding the opportunity to develop and utilize CUSD property as additional parkland until the school district is ready to build the new school.

FACILITY COMMITTEE MEETING SUMMARY

Michael McGinnis and Dave Donnan
Wednesday, November 13, 2024 – 3:00 P.M.

Board Members Present: Michael McGinnis, Board Member
Dave Donnan, Board Member

Board Members Absent:

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

Legal Counsel Present: None

1. Call to Order

The committee was called to order at 3:04 PM.

2. Public Comments

There were none.

3. Community Park Traffic Study (Staff Report FA-24-021)

District staff provided an update on the findings regarding the Community Park Traffic Study, which determined that there are significant delays in traffic and limited parking. The recommendation is to extend the road within the park to exit at Ohio Street. The Committee directed staff to accept the findings and to gain community input on this change. The Committee recommended Board review in December.

4. Henshaw Property Update (Staff Report FA-24-022)

District staff provided updates on the development of the Henshaw Neighborhood Park, including a potential partnership with Chico Unified School District (CUSD) to develop and utilize CUSD property as additional parkland until the school district is ready to build a new school. The Committee supported the partnership and directed staff to move forward.

5. Baroni Neighborhood Park Playground (Staff Report FA-24-023)

District staff presented playground equipment options for the Committee, which were driven by community input. A final design was developed incorporating features such as dual slides, additional shade, stand-alone elements, and separate structures for different age groups. The Committee recommends to the Board that we move forward with the expanded footprint (1650 feet of pathway and toddler play structure) and to request additional funding from the City of Chico neighborhood park fund.

6. Veteran’s Memorial Community Park (Staff Report FA-24-024)

District staff provided updates on parking, traffic and signage at Veteran’s Memorial Community Park, formerly known as Wildwood Community Park. The Committee recommended that the Board accept the donation of a shade sail for the pump track. The Committee approved the retirement of synthetic American flags at Veteran Park and recommended Board review in January.

7. Capital Improvement Projects (Staff Report FA-24-025)

District staff provided updates on current capital improvement projects to the Committee.

8. Directors’ Comments

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

9. Adjournment

Adjourned at 3:43PM to the next scheduled Facilities Committee Meeting.



BOARD OF DIRECTORS

Finance Committee

STAFF REPORT

DATE: January 23, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Design Award for Henshaw Neighborhood Park

BACKGROUND

A Request for Proposals for Henshaw Park design was published in November 2024 with a bid walk held on-site, and proposals due Dec 18. The park footprint increased from six to 12.5 acres including a portion of the adjacent parcel owned by the Chico Unified School District. Three potential bidders attended the walk. Additional bidders indicated interest but were unable to attend the walk. To ensure a robust bidding environment and breadth of proposals, the mandatory bid walk criteria was waived on-site and subsequently communicated to all potential bidders prior to the deadline.

Ultimately, two proposals were received.

Bidder	Design Fee
Confluence Landscape Architecture	\$341,354
Melton Design Group (MDG)	\$345,500

DISCUSSION

As the Board is aware, the District has used design services from both bidders. Staff reviewed each proposal utilizing the selection criteria specified in the RFP.

Criteria

The Design-Specification Agreement will be awarded to the entity whose proposal is best evidencing demonstrated competence and professional qualifications to perform the described services. Cal. Pub. Contract Code § 20101 This evaluation will be based on the following criteria in order of importance:

- **Design and Preconstruction Approach**
Both bidders presented similar layout with two distinct halves of the park. MDG's layout presentation was more visually appealing with location of parking lot and restroom in preferred locations.

- **Technical Design and Experience**
Both bidders demonstrated extensive expertise on similar projects. Confluence’s project team possessed greater depth, technical resources, and total volume of experience.
- **Design Cost**
Confluence’s design proposal was lowest.
- **Track Record**
Both bidders provided references which indicated positive outcomes from projects. MDG’s reference indicated anticipated overrun in part due to estimating and owner desires, which are not uncommon given the current market volatility.
- **Proposed Time Schedule:**
Both bidders provided substantial evidence of and desire to meet milestones and deadlines. Confluence’s timeline was approximately two months shorter compared to MDG with the completion of construction drawings and bid documents by the beginning of July 2025.
- **Qualifications of the Project Team**
Both bidders demonstrated sufficient experience and expertise. However, the depth of expertise across the various aspect of the project ran significantly deeper with Confluence given their large-scale organization, resources available, and partners included on the project both locally and nationally.
- **Number of Successful Projects**
Both bidders have completed multiple projects of similar scope and scales. MDG has a track record of projects in Chico with connections to local contractors. Confluence has a proven track record on a national scale and has made local connections through their work on the aquatics center.
- **Management Approach**
As references confirmed, and in the District’s experience, both bidders were able to successfully gather input from the community and stakeholders and incorporate it in their project designs.
- **Life-Cycle Costs**
Confluence’s team includes Blundall and Associates explicitly for the purpose of lifecycle cost analysis and estimating with over 50 years of experience. MDG utilizes local relationships and recent relevant projects performed by them or North Star Engineering as a basis for cost estimates.
- **Interview Performance**
Both bidders presented and interviewed well. Both have demonstrated successful projects. The depth of the comprehensive team, clarity of cost estimation systems, which includes local subcontractors, and resources for project management, cost containment, and construction administration provide a notable advantage with Confluence.

A thorough review of the bidders’ proposals, interviews, and references showed different advantages with each bidder. Staff found Confluence presented strong cost containment tools

and resources, extensive depth and team qualifications across the project areas, a lower overall bid-cost, a reasonable presence on-site with their existing CARD project currently under contract, a diverse and expansive history of successful projects, an aggressive time schedule with bid doc completion by July 2024, comprehensive contractor review process, and extensive construction administration support.

In comparison, Melton Design Group offered an appealing concept with a more aesthetic graphic representation, strong understandings of local resources and agencies, local connection and commitment to District and the city of Chico. While, Confluence presented a stronger overall package, MDG's familiarity with local resources, experience with the District, and more appealing design, make MDG a compelling option.

RECOMMENDATION

The Board review the attached proposals and select a design firm for the Henshaw Park project.



BOARD OF DIRECTORS

STAFF REPORT

DATE: March 12, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Notice of Exemption of CEQA - Henshaw

BACKGROUND

As part of the Henshaw Park development process, CARD has engaged LACO Associates to assess the site and provide recommendations to ensure compliance with the California Environmental Quality Act (CEQA).

The project encompasses approximately 12.5 acres across two parcels (Figure 1). The first parcel, originally owned by the City of Chico, was transferred to CARD in 2010 and has been envisioned as a community park for nearly 30 years. The second parcel, owned by Chico Unified School District (CUSD), is located at the northeast corner of Henshaw Avenue and Guynn Avenue and has been reserved for the future Henshaw Guynn Elementary School. While current demographic trends do not necessitate immediate construction of the school, a portion of the park's design anticipates its eventual development—projected within the next 15 to 20 years—on the western section of Parcel 2.

Henshaw Park's design will reflect the unique characteristics of each parcel. Parcel 1 (eastern section) will feature a natural area with walking pathways, a playground, a restroom facility, and open turf space. Parcel 2 (western section) will be developed with athletic fields, sports courts, and parking infrastructure, complementing both the park's recreational offerings and the future needs of the elementary school.

DISCUSSION

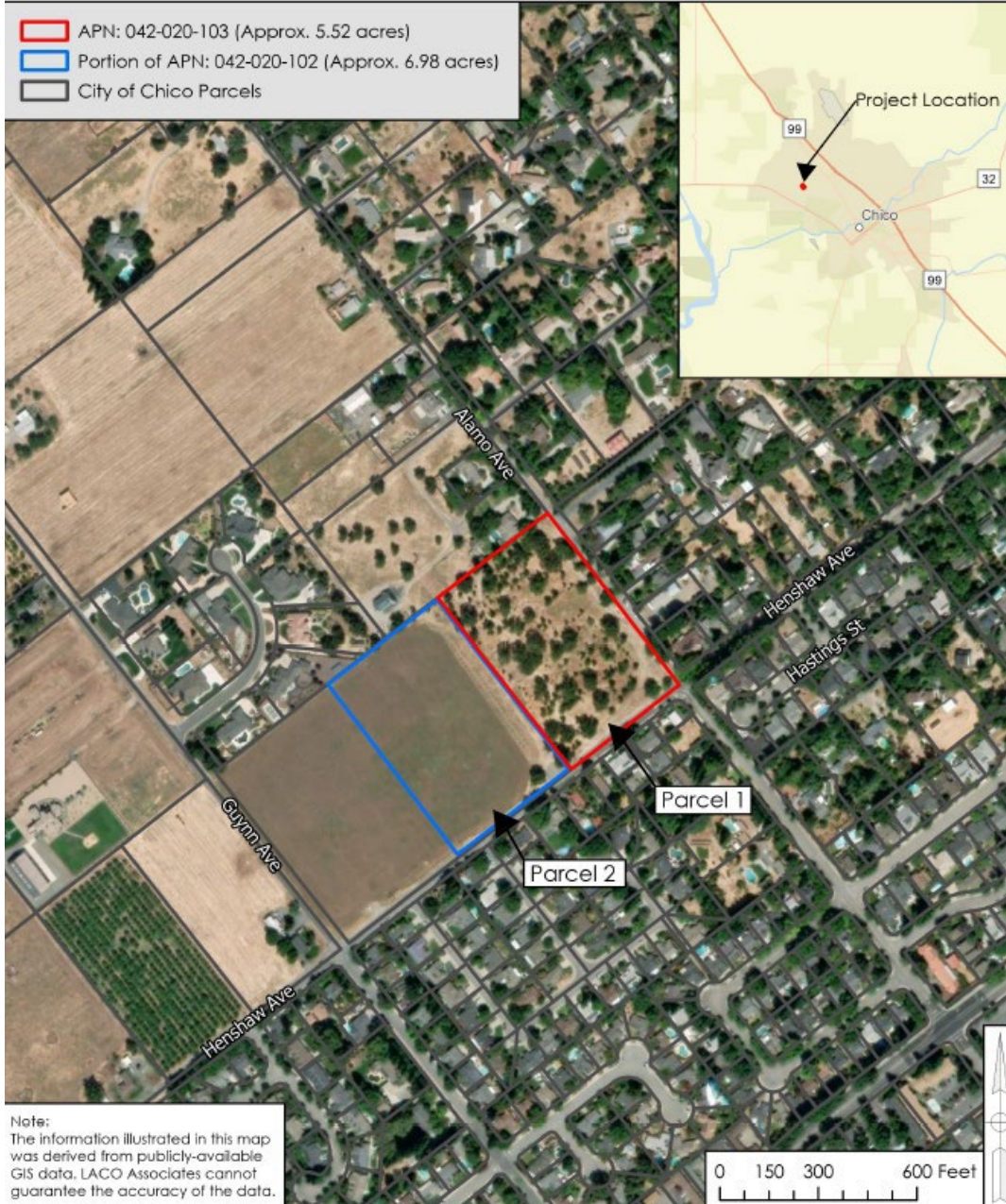
CARD, as the public agency which has the principal responsibility for carrying out or approving the Project, is considered the Lead Agency under CEQA, as defined by Section 21067 *Lead Agency* of the State CEQA Guidelines. The City of Chico and CUSD are considered Responsible Agencies pursuant to Section 20169 *Responsible Agency* of the State CEQA Guidelines, as a Use Permit from the City may be required to develop the Project and CUSD owns the westerly parcel (Parcel 2).

Under the State CEQA Guidelines, there are certain types and sizes of projects that are exempt from the provisions of CEQA and environmental review. In many cases, more than one exemption may apply. Based on the Project Description, parcel research, and technical studies prepared for the Site, CARD and its environmental consultant finds the Project qualifies as an exempt project pursuant to Section 15183 *Projects Consistent with a Community Plan or Zoning*, Section 15303 *New Construction or Conversion of Small Structures (Class 3)* and Section 15304 *Minor Alterations to Land (Class 4)* of the State CEQA Guidelines further support the exemption.



PROJECT	Henshaw Park Project	BY	MCH	FIGURE	1
CREDIT	Chico Area Recreation and Park District	CHECK	MMM	JOB NO.	
LOCATION	City of Chico, Butte County, CA	DATE	2/26/2025		
APN: 042-020-103 & Portion of -102					10644.00

REUSE OF DOCUMENTS: This document and the ideas and design incorporated herein, as an instrument of professional services, is the property of LACO Associates and shall not be reused in whole or part for any other project without LACO Associates express written authorization.



Note:
The information illustrated in this map was derived from publicly-available GIS data. LACO Associates cannot guarantee the accuracy of the data.

Figure 1. Future site of Henshaw Park Parcels 1 and 2

RECOMMENDATION

The Board authorize staff to file the Notice of Exemption for Henshaw Park Project.

FACILITY COMMITTEE MEETING

Dave Donnan and Jason Roye
Wednesday, May 14, 2025 – 3:00 P.M.

Board Members Present: Dave Donnan, Board Member
Board Members Absent: Jason Roye, Board Member
Staff Members Present: Annabel Grimm, General Manager
Phil Aviles, Finance Manager
Holli Drobny, Administrative Director
Erin Morrissey, Recreation Director
Scott Schumann, Parks and Facilities Director
Legal Counsel Present: None

AGENDA

1. Call to Order

The meeting was called to order at 3:05 and roll call was noted above.

2. Public Comments

There were none.

3. Henshaw Neighborhood Park Development

District staff presented an update on the development and design of Henshaw Neighborhood Park. The update included key insights from the most recent community input session, as well as next steps for the project, which include the release of an additional survey and the review of a conceptual design upon completion of the survey period.

4. Humboldt Bike Park

District staff provided an update on the progress of the Humboldt Bike Park, including highlights from the most recent community input session. The session was deemed successful, as it contributed significantly to building community support for the project.

5. Capital Improvement Plan

The Committee reviewed the progress on the current fiscal year's plan, including:

- Rotary Park playground installations
- Community Park Court resurfacing
- Centennial Neighborhood Park playground installations
- Lakeside HVAC installation in January
- Community Park Shop under construction

Additionally, the Committee discussed priorities for the upcoming fiscal year, which will be

FACILITY COMMITTEE AGENDA

reviewed in detail at the upcoming budget workshop.

6. Directors' Comments

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

7. Adjournment

Adjourned at 3:22 to the next scheduled Facilities Committee Meeting.



BOARD OF DIRECTORS

STAFF REPORT

DATE: August 28th, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Henshaw Design Concept

BACKGROUND

A Request for Proposals for Henshaw Park design was published in November 2024. At the February 2025 Board meeting, Confluence was awarded the park design. The park footprint increased from six to 12.5 acres including a portion of the adjacent parcel owned by the Chico Unified School District.

DISCUSSION

Working closely with Confluence Inc., district staff have created a park design concept rooted in comprehensive community engagement. Through multiple neighborhood meetings and three public surveys, the team gathered extensive feedback from both local residents and the wider Chico community. This input directly informed the selection of proposed amenities and guided the overall design vision for the park.

Key features included in the conceptual design are:

- Play structures and shaded seating areas
- Bathroom structure
- Lit sports fields and multi-use courts
- Open turf and picnic spaces for family, group use, and rentals
- Walking paths to enhance connectivity to nearby neighborhoods
- Paved pump track
- Landscaping improvements to support aesthetics, shade, and sustainability while maintaining over 90% of existing mature trees.

Approving this design concept will enable the team to advance into detailed design development, bringing the project closer to construction. As the design becomes more refined, cost estimates and project scope will become increasingly accurate.

FISCAL IMPACT

The preliminary cost estimate ranges from \$7 – 11M depending on sports field surfaces (natural versus artificial) and other amenity selections. At the start of this project the anticipated cost of construction was \$7 – 8M based on the expanded footprint. Although artificial turf is preferred, the financial implication may be cost prohibitive.

There are various sources of funds that may be utilized to fund the park which include: Neighborhood Park funds, Development Impact fees, grant funding, as well as General Fund as the least preferred source.

RECOMMENDATION

Review and provide feedback for the design team to incorporate, if any. Approve the design concept for Henshaw Neighborhood Park with any modifications stemming from Director’s feedback, and direct staff to proceed with design development.



Henshaw Park

Community Review
August 13, 2025



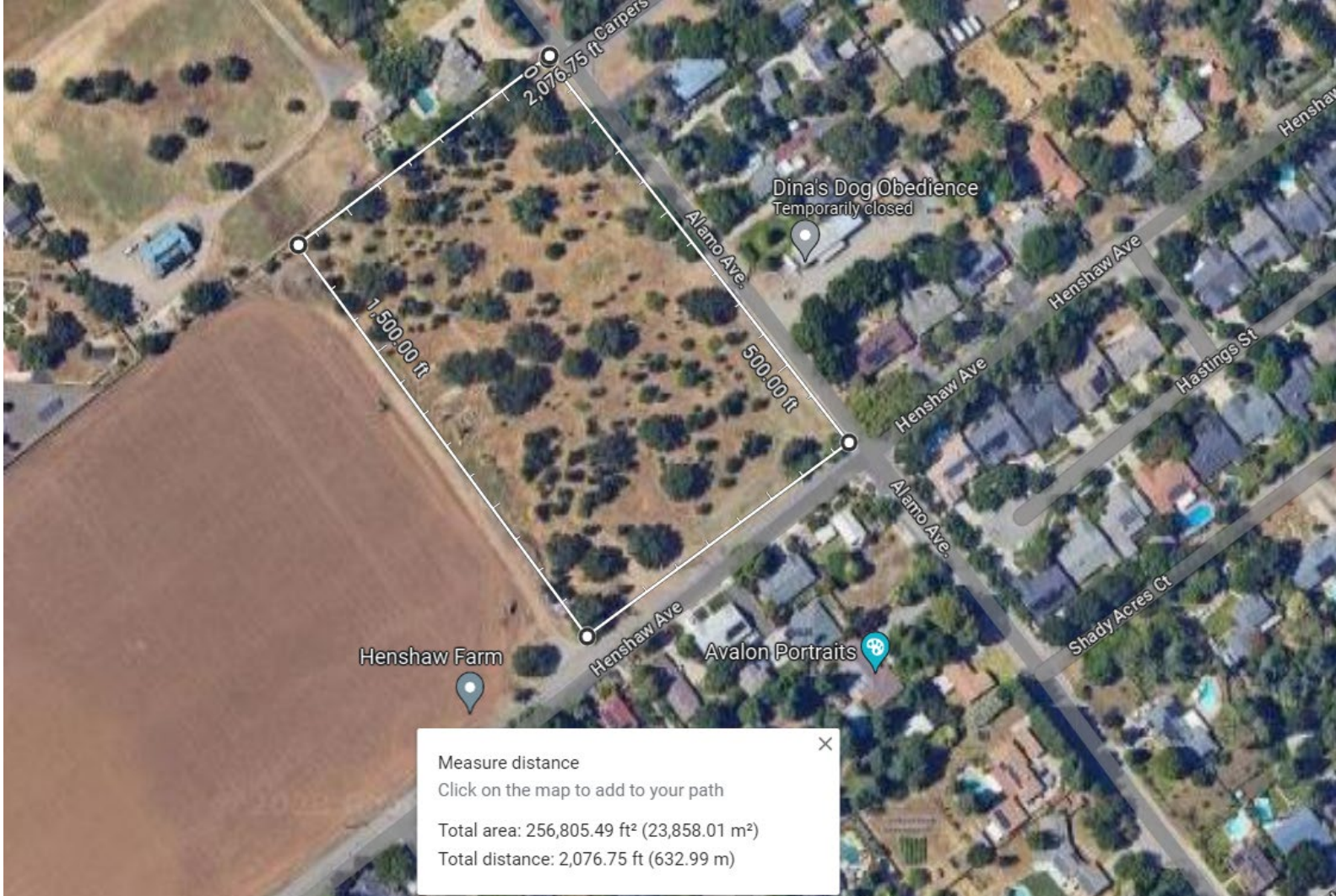
Agenda

- Welcome and Intros
- Recap of Project
- Progress Timeline
- Review Workshop and Input
- Concept Design Review
- Character Image Review
- Public Comments and Closing



Initial Henshaw Park Site

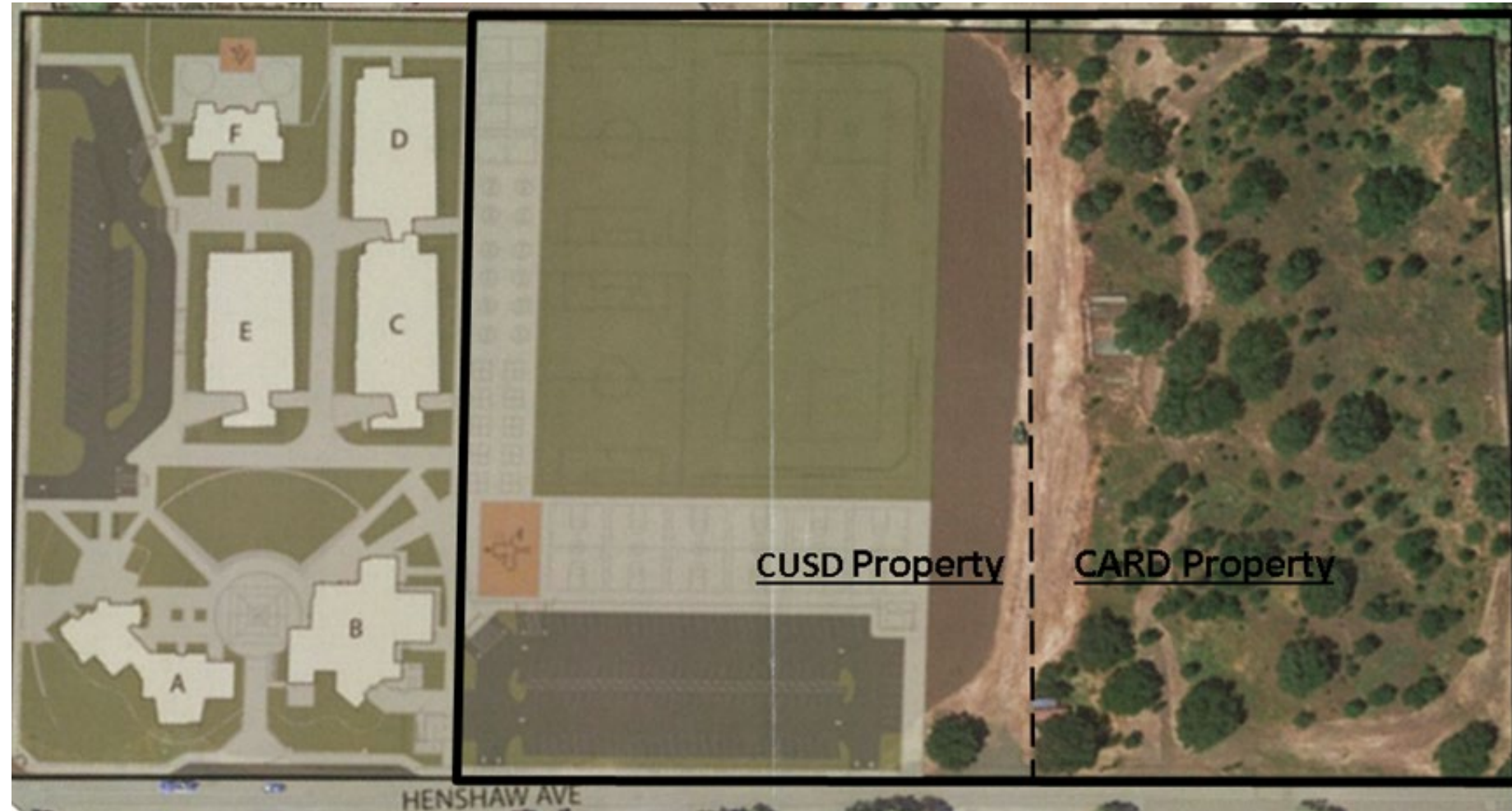
5.5 acres





Revised Henshaw Park Site In Collaboration with Chico Unified School District

Approx 12.5 acres





Project Timeline

Phase

Dates

Pre-Design	Nov 2023
Community Session/Survey #1	Feb 2024
Community Session/Survey #2	Jun 2024
Pre Design	Dec 2024
RFP for Design Team	Feb 2025
Select Designer	May 2025
Community Session/Survey #3	May 2025
Design Workshop	Fall 2025
Community Review	August 2025
Construction Bidding	Jan 2026
Construction	April 2026
Projected Opening	Spring 2027

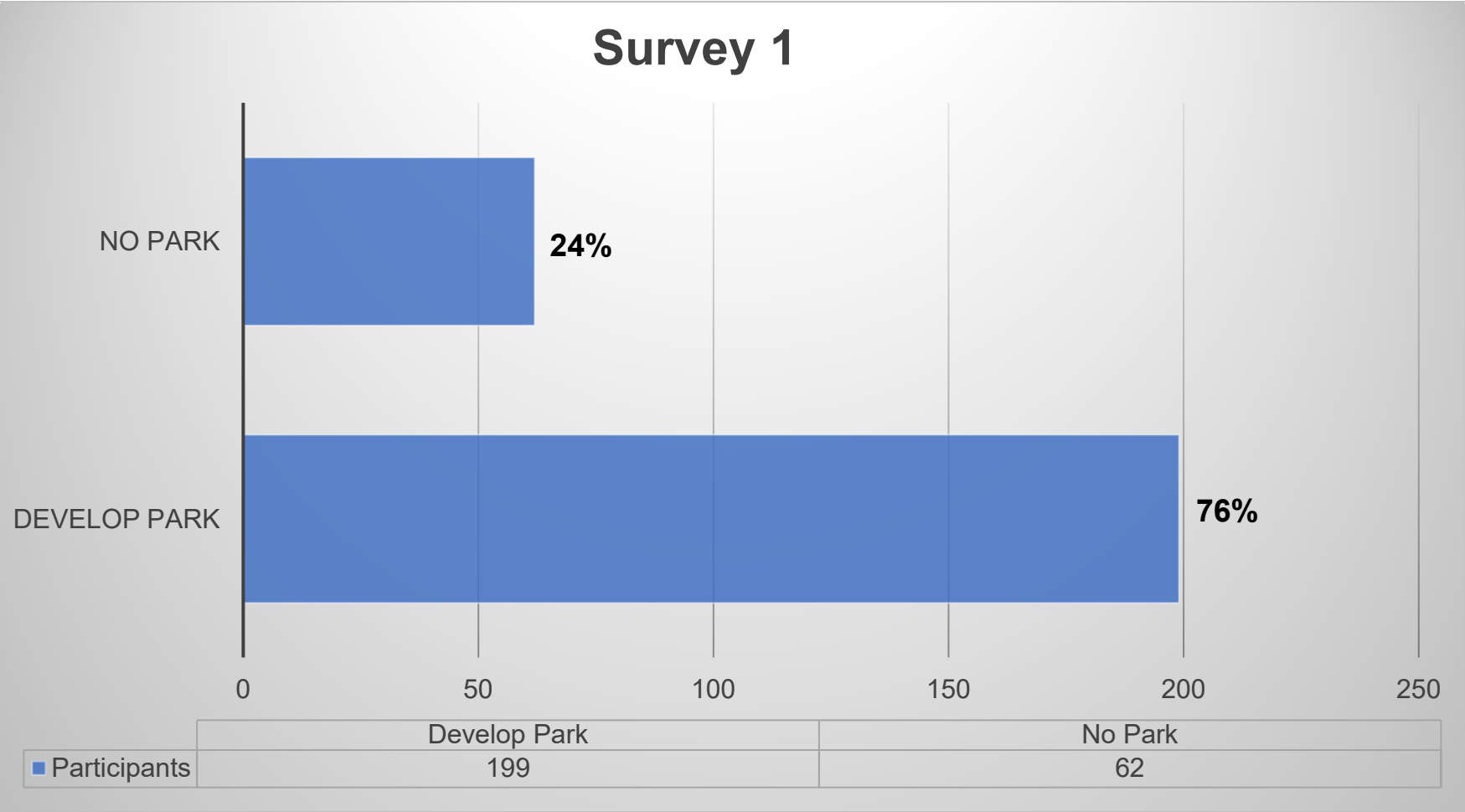


We have heard from you:



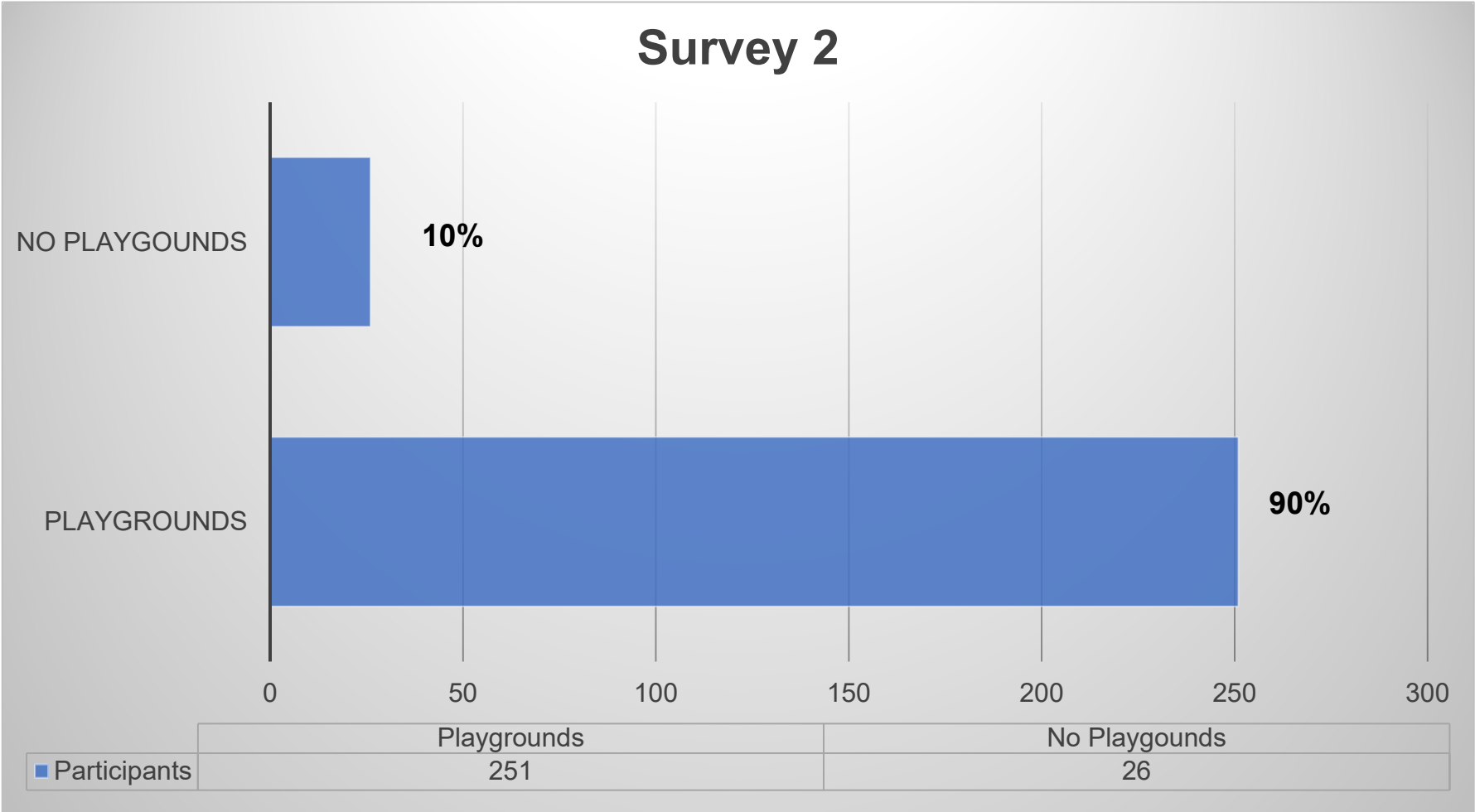
We have heard from you:

Survey 1 – Feb 2024



We have heard from you:

Survey 2 – June 2024



We have heard from you:

Preferred Amenities:

- + Keep existing trees where possible
- + Soccer/Sport Fields for play
- + Courts of some kind
- + Grass Area
- + Playground
- + Multigenerational elements for kids and seniors

Additional Amenities with Mixed Preferences

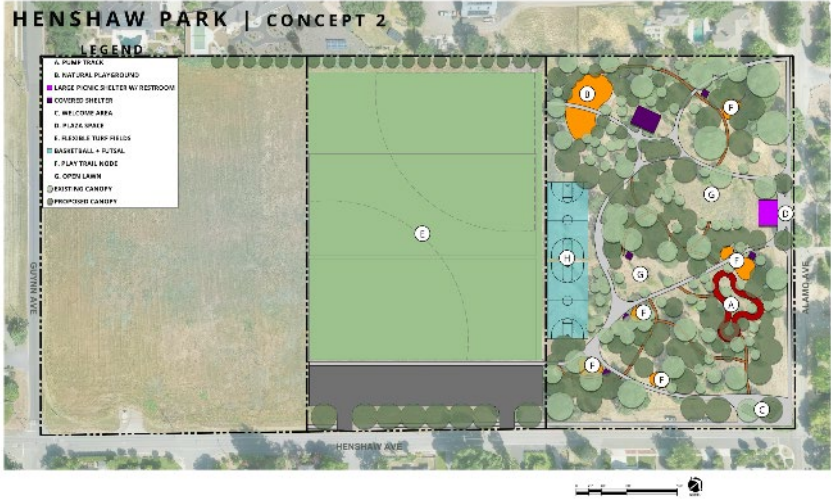
- ± Off Street Parking
- ± Pickleball Courts and/or Tennis
- ± Bathrooms
- ± Entrance locations

Required Elements

- Curb and Gutter improvements
- ADA accessible parking stall(s) and ramps
- Safe and accessible space for recreation



Initial Concept and Review:

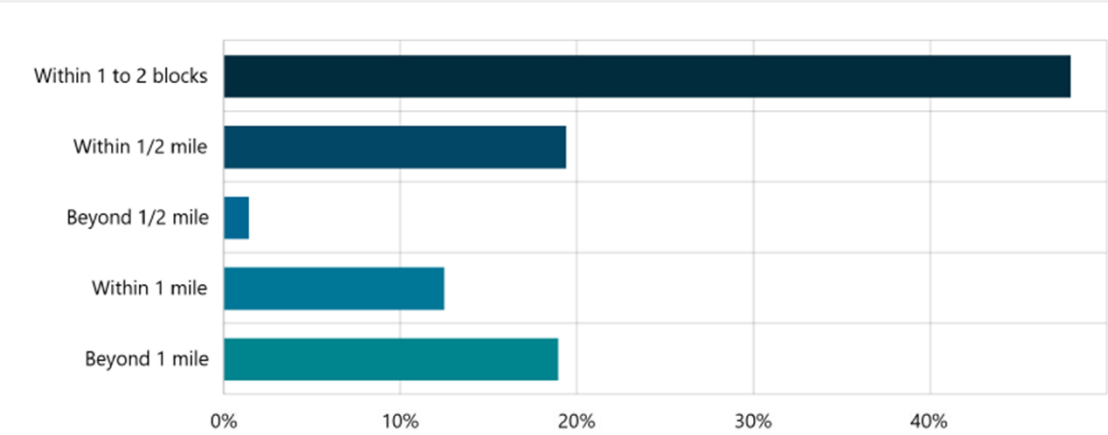


We have heard from you:



6. How close do you live to Henshaw Park?

Multi Choice | Skipped: 0 | Answered: 217 (100%)



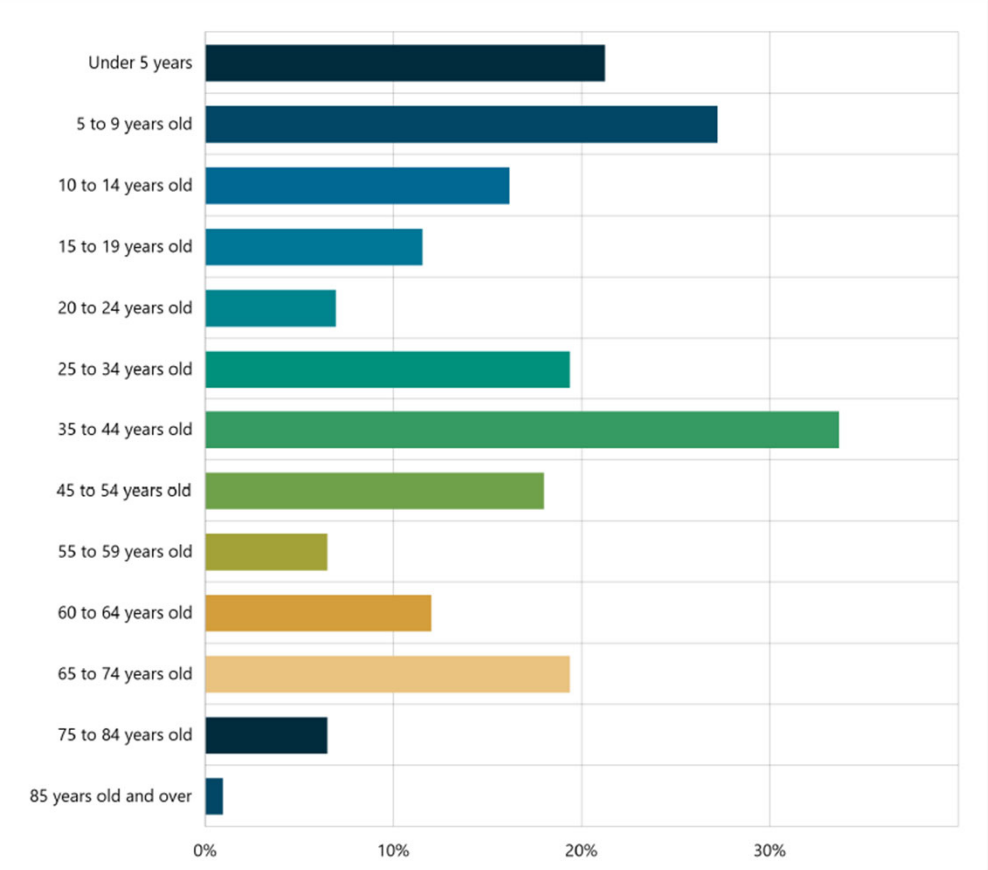
Answer choices	Percent	Count
Within 1 to 2 blocks	47.93%	104
Within 1/2 mile	19.35%	42
Beyond 1/2 mile	1.38%	3
Within 1 mile	12.44%	27
Beyond 1 mile	18.89%	41
Total	100.00%	217

We have heard from you:



5. Please select the ages of those in your household. Select all that apply

Multi Choice | Skipped: 0 | Answered: 217 (100%)

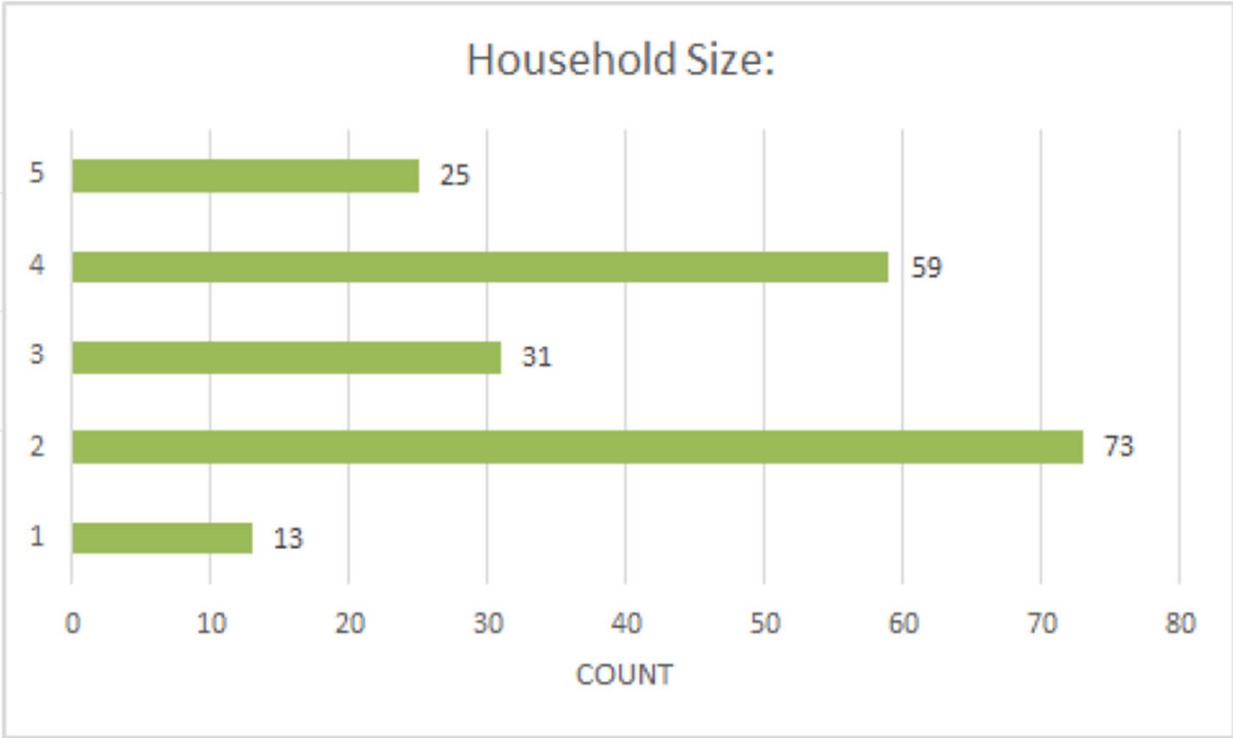


We have heard from you:



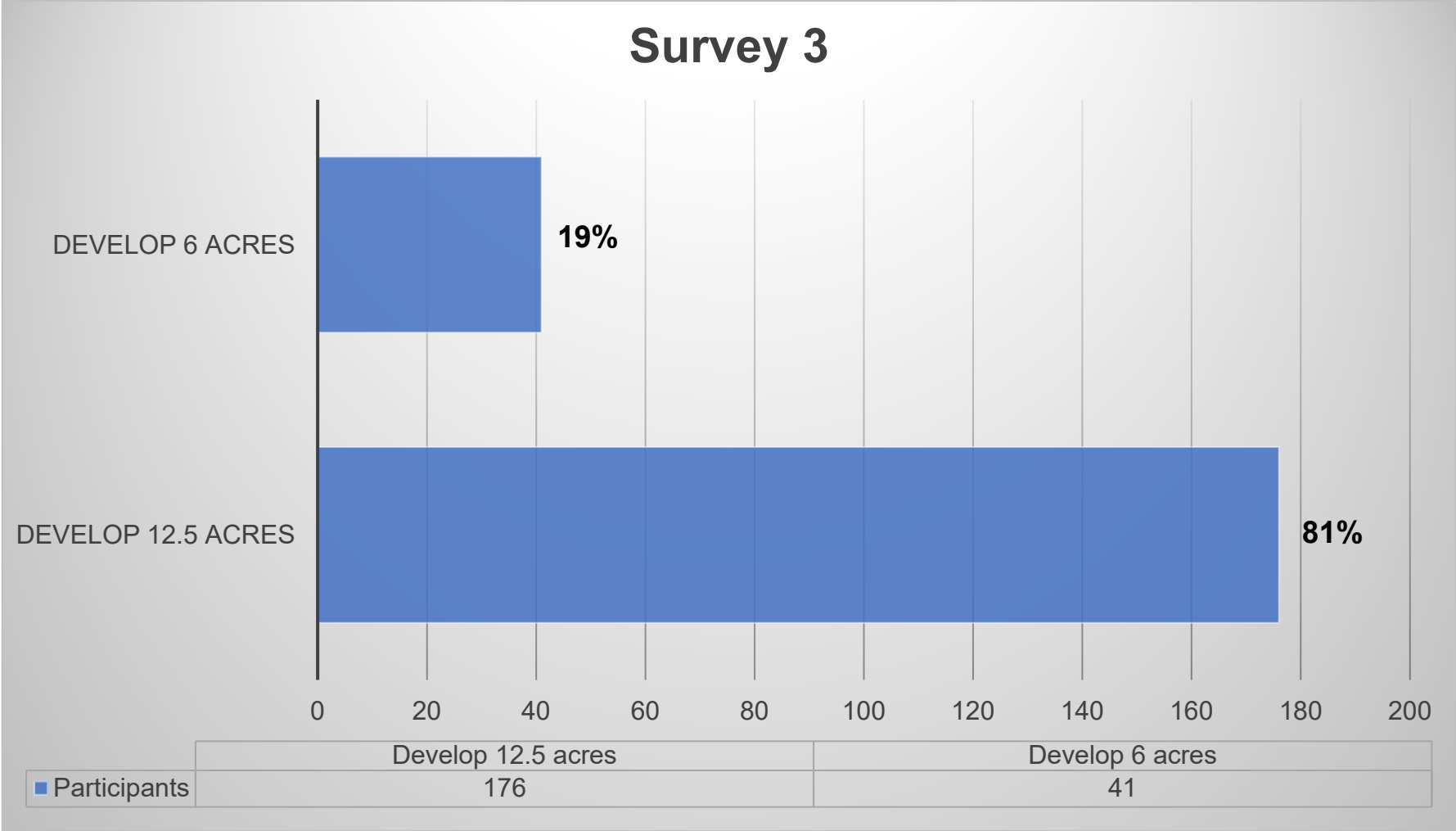
4. Household Size: Required

Short Text | Skipped: 0 | Answered: 217 (100%)



We have heard from you:

Survey 3 – May 2025



HENSHAW PARK | DESIGN PLAN

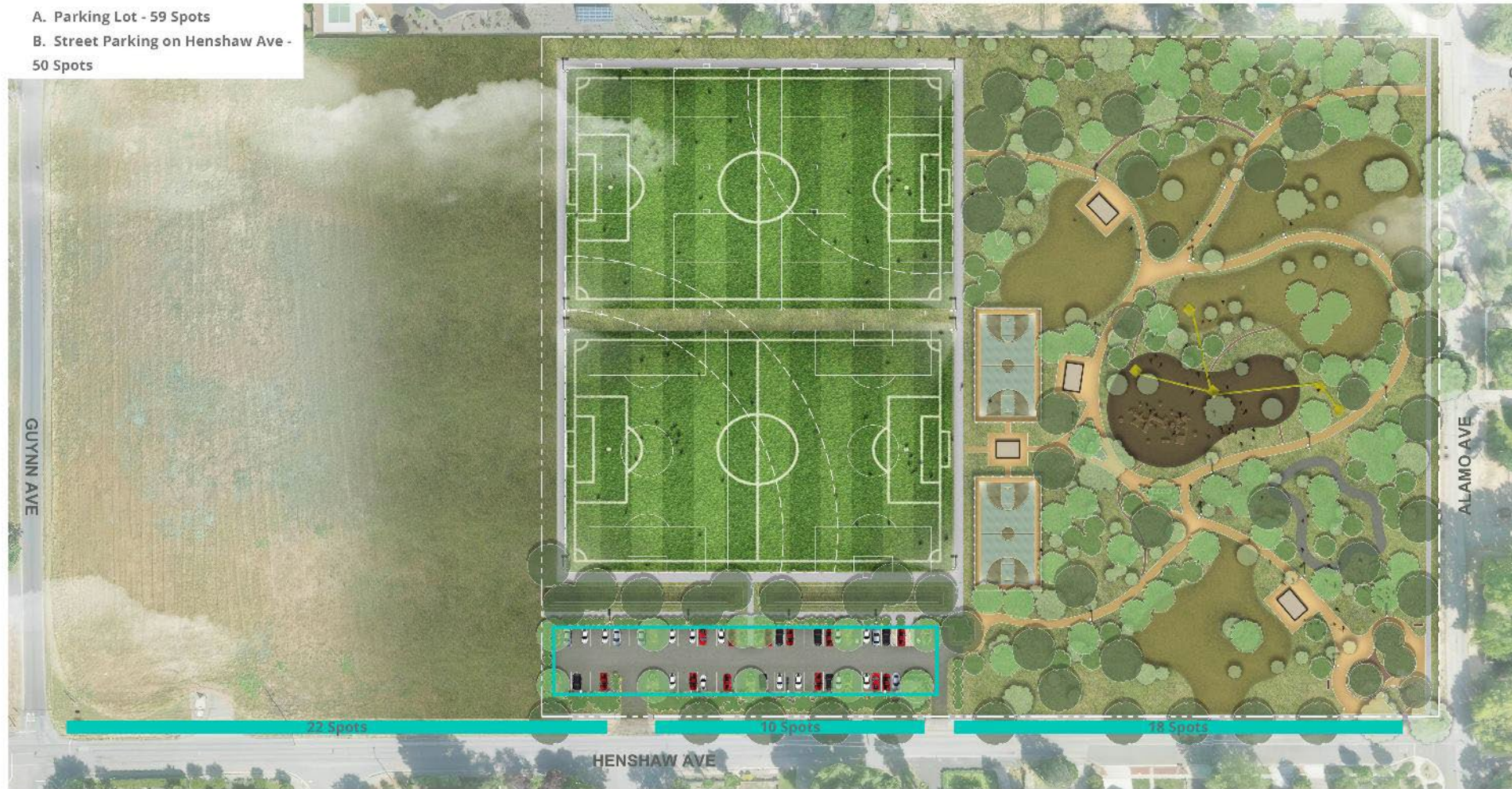
- A. Multi-Use Athletic Fields
- B. Multi-Use Athletic Courts
- C. Paved Recreational Trail
- D. Nature-Themed Playgrounds
- E. Bike Pump Track
- F. Outdoor Gym Equipment
- G. Inclusive Play Area
- H. Restroom Building (750 sqft ea.)
- I. Parking
- J. Benches
- K. Picnic Shelters
- L. Turf
- M. Existing Irrigation Well
- N. Crushed Stone Path





HENSHAW PARK | PARKING SPACES

- A. Parking Lot - 59 Spots
- B. Street Parking on Henshaw Ave - 50 Spots



Proposed Parking

Parking lot: 59
Street Parking: 50
Total Parking: 109

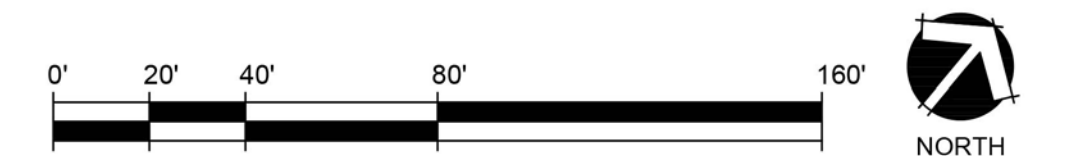
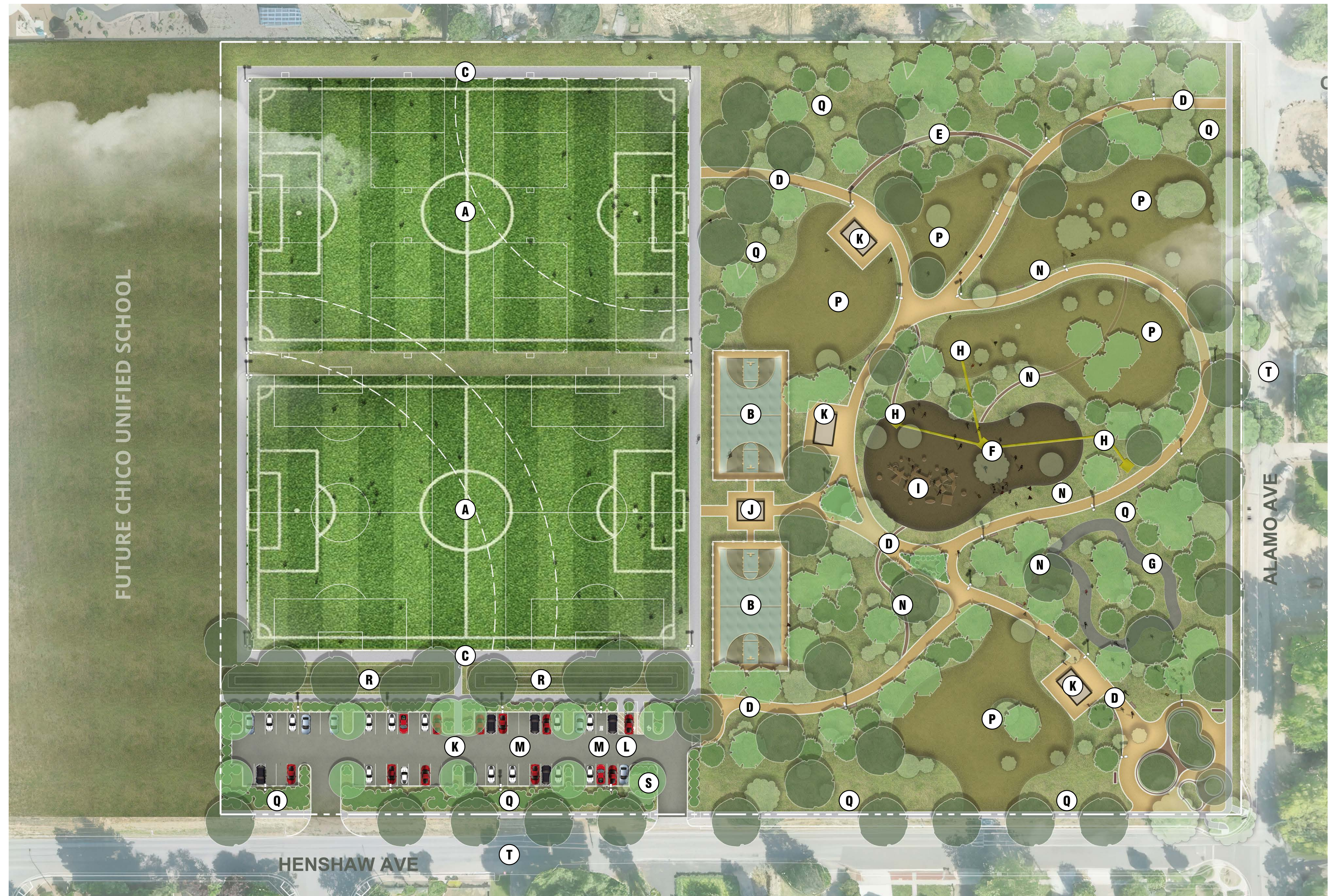
HENSHAW PARK

SCHEMATIC DESIGN | AUGUST 21, 2025

HENSHAW PARK | DESIGN PLAN

- A. Multi-Use Athletic Fields
- B. Multi-Use Athletic Courts
- C. Concrete Perimeter Path
- D. Paved Recreational Trail
- E. Crushed Stone Path
- F. Nature-Themed Playgrounds
- G. Bike Pump Track
- H. Outdoor Gym Equipment
- I. Inclusive Play Area
- J. Restroom Building
- K. Parking
- L. ADA Parking Spaces
- M. EV Charging Stations
- N. Benches
- O. Picnic Shelters
- P. Turf
- Q. Naturalized Planting
- R. Berm
- S. Existing Irrigation Well
- T. Chico Streetscape Improvements

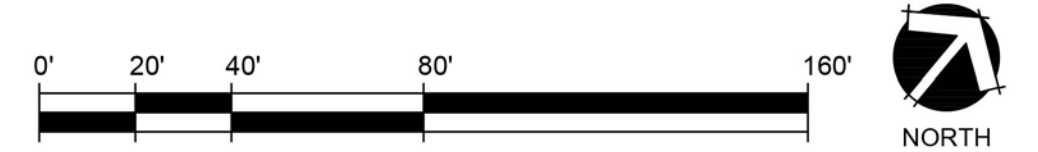
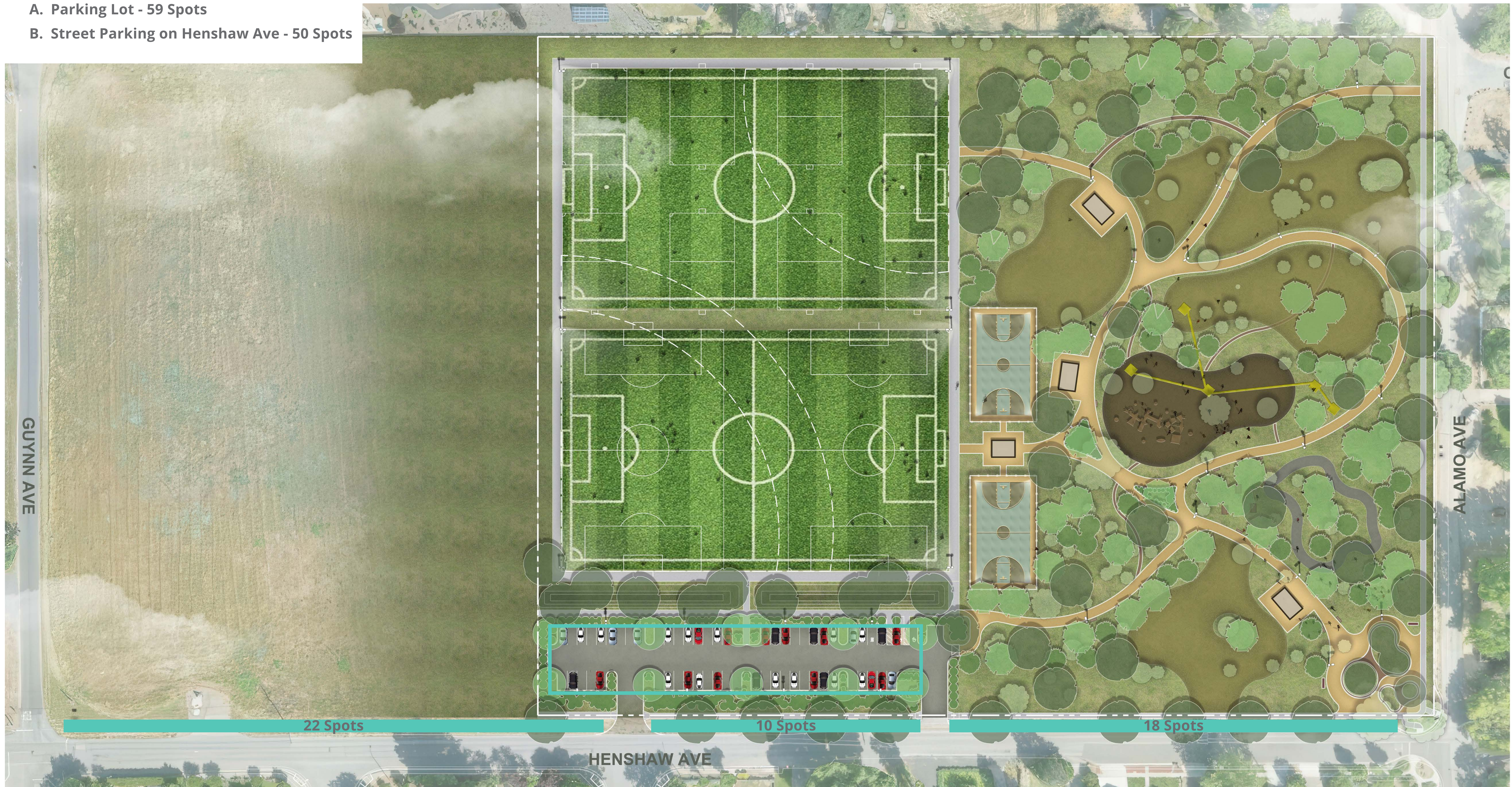
- Canopy Tree
- Understory Tree
- Deciduous Tree
- Existing Tree



HENSHAW PARK | PARKING SPACES

A. Parking Lot - 59 Spots

B. Street Parking on Henshaw Ave - 50 Spots



HENSHAW PARK

HENSHAW AVENUE AND ALMO AVENUE | CHICO, CA

HENSHAW PARK | EXAMPLE PLANT PALETTE

ORNAMENTAL GRASSES



Purple Tree Awn
Aristida purpurea



Salt Grass
Distichlis spicata



Oniongrass
Melica californica



Peruvian Feathergrass
Stipa ichu



Muhly Grass
Muhlenbergia capillaris

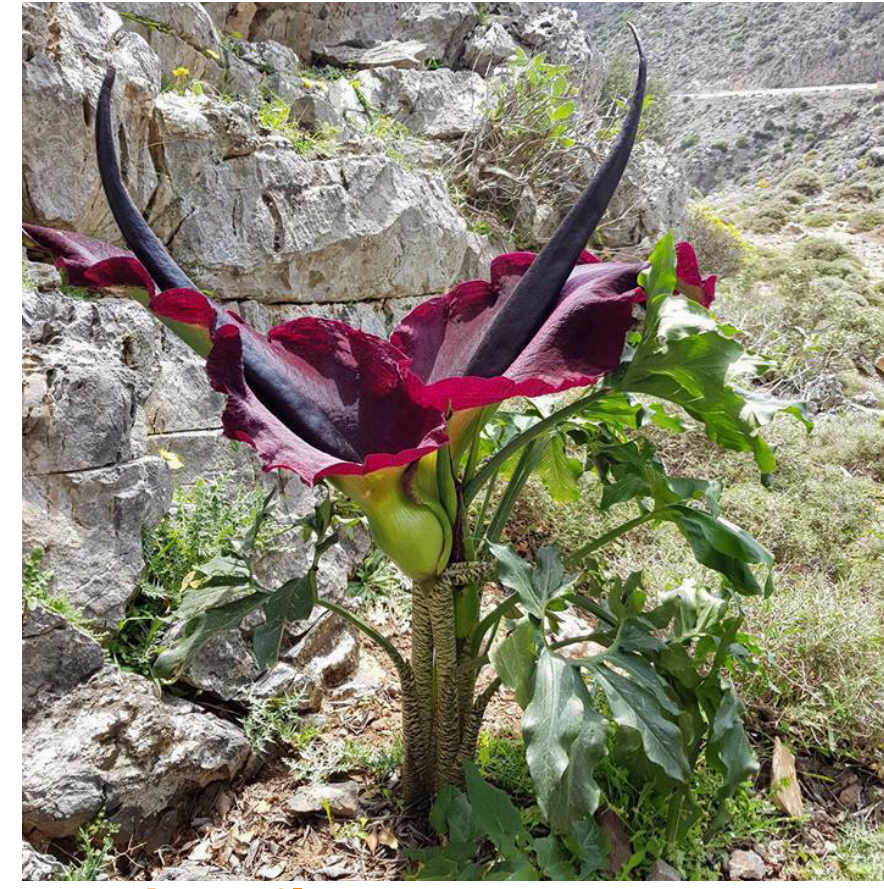
PERENNIALS



Italian Arum
Arum italicum



Red Valerian
Centranthus ruber



Voodoo Lily
Dracunculus vulgaris



California Poppy
Eschscholzia californica



Great Valley Gum Plant
Grindella camporum

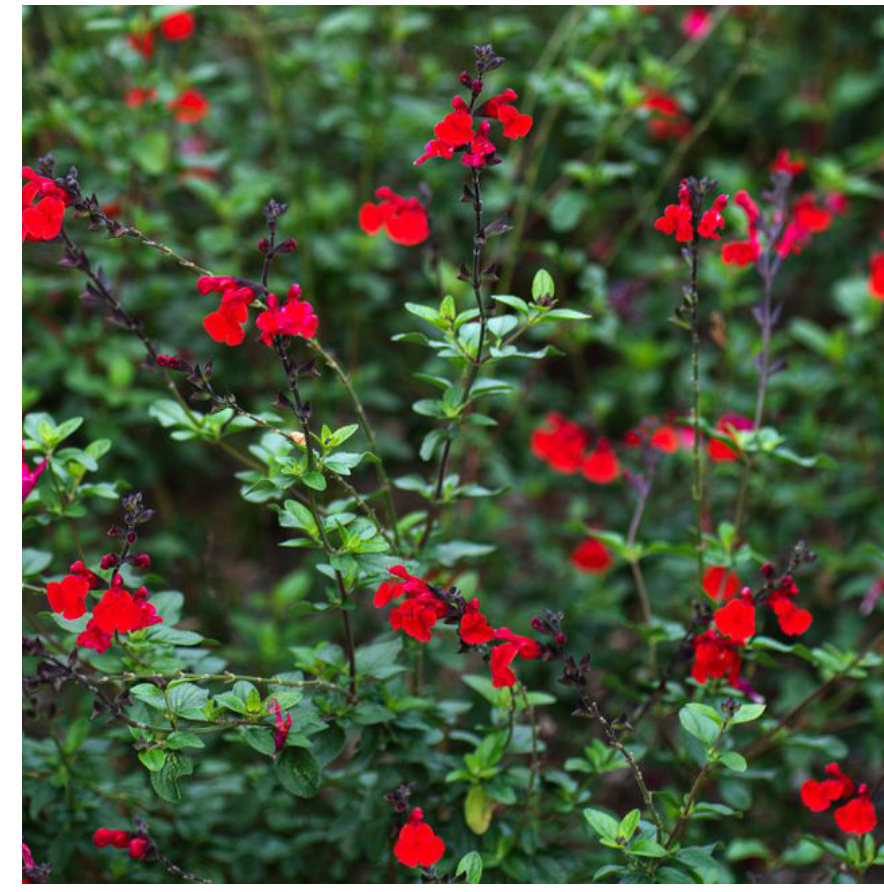
SHRUB/PERENNIALS



Cleveland Sage
Salvia clevelandii



Grape Soda Lupine
Lupinus excubitus



Autumn Sage
Salvia greggii



Santa Rosa Island Sage
Salvia brandegeei



Euryops Daisy Bush
Euryops chrysanthemoides

TREES



Blue Oak
Quercus douglasii



Long Flowered Marlock
Eucalyptus macrandra



Cuyamaca Cypress
Hesperocyparis stephensonii



Palo Brea Tree
Parkinsonia praecox



Foothill Pine
Pinus sabiniana

HENSHAW PARK | EXAMPLE MATERIAL PALETTE



Concrete - Broom Finish



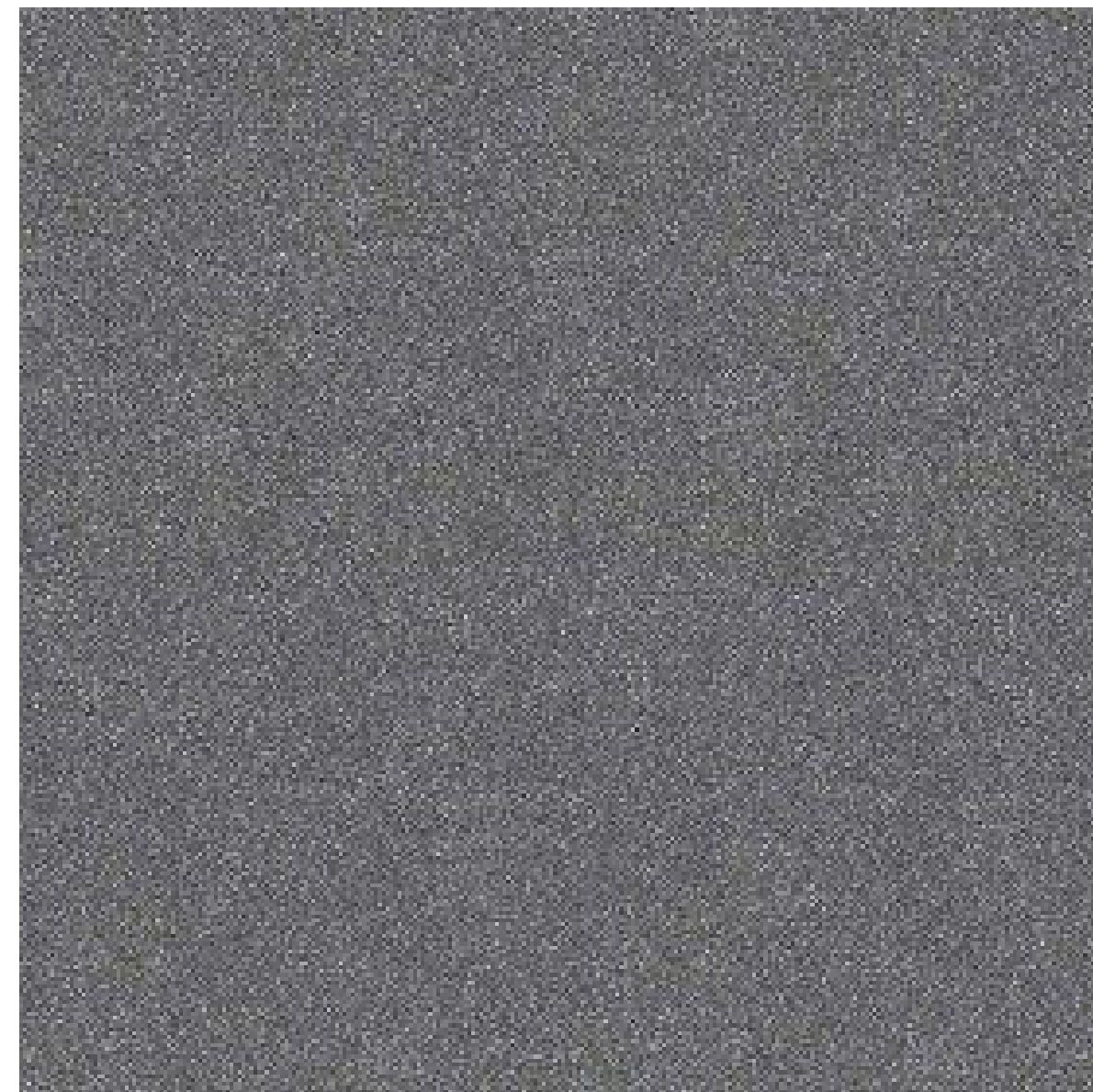
Crushed Stone Brown



Mulch



Concrete - Sand Finish



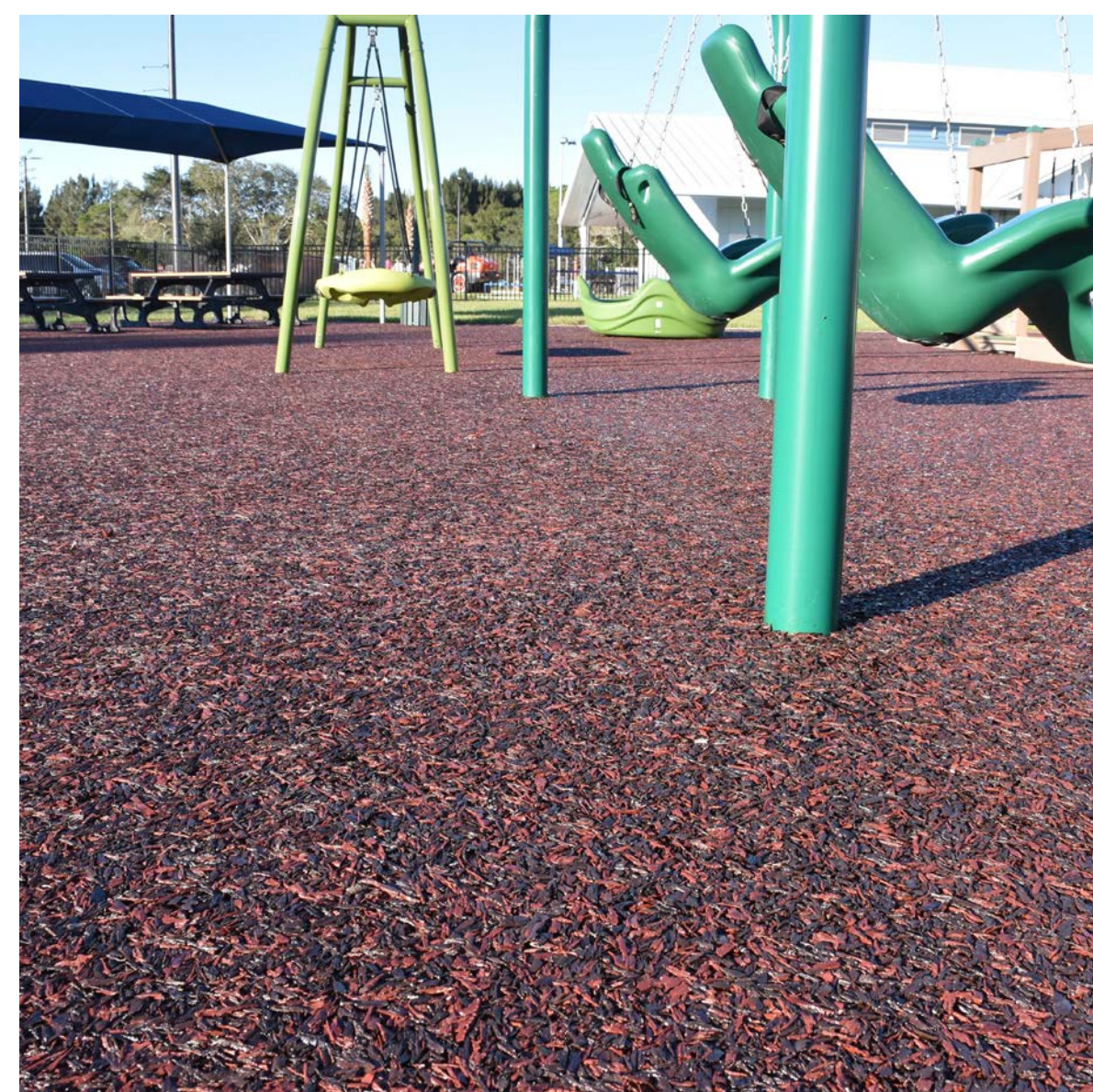
Asphalt



Natural Turf



Crushed Stone Red



Rubber Surfacing



Synthetic Turf

HENSHAW PARK | EXAMPLE NATURE PLAY EQUIPMENT



Log Jam



Crawling Pyramid



Robinia Playgrounds



Taylor Farm Park



Jungle Dome



Waterlilies



Parkour

HENSHAW PARK | EXAMPLE BATHROOM AND PAVILION



Example Pavilion 1



Example Pavilion 2

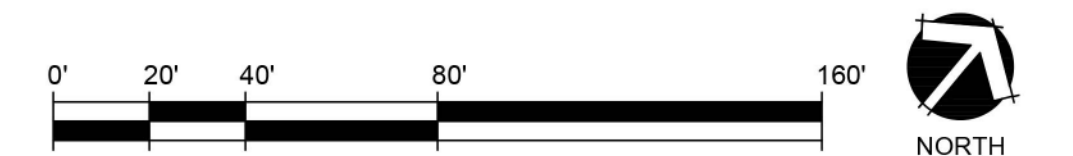
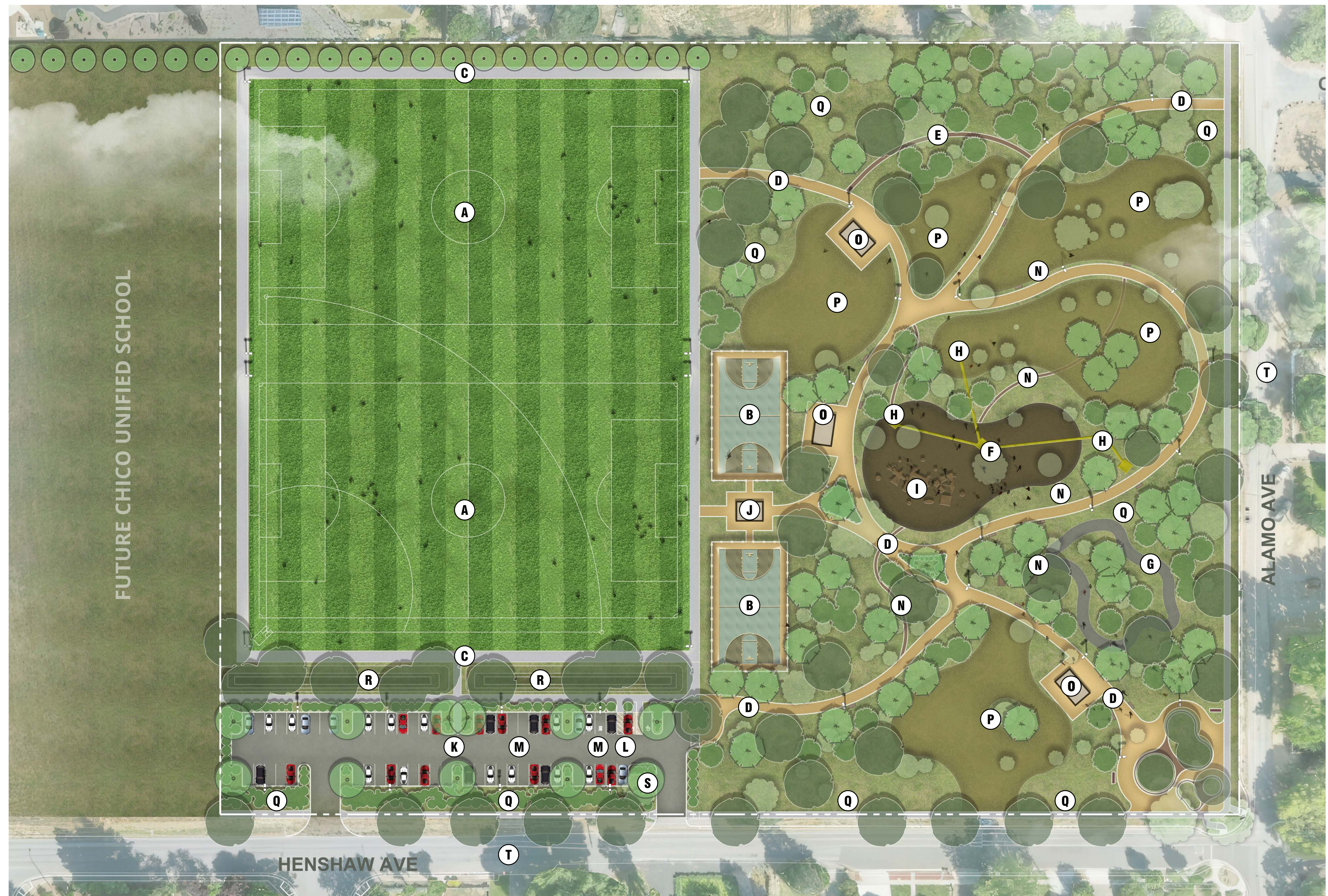


Bathroom

HENSHAW PARK | DESIGN PLAN

- A. Multi-Use Athletic Fields
- B. Multi-Use Athletic Courts
- C. Concrete Perimeter Path
- D. Paved Recreational Trail
- E. Crushed Stone Path
- F. Nature-Themed Playgrounds
- G. Bike Pump Track
- H. Outdoor Gym Equipment
- I. Inclusive Play Area
- J. Restroom Building
- K. Parking
- L. ADA Parking Spaces
- M. EV Charging Stations
- N. Benches
- O. Picnic Shelters
- P. Turf
- Q. Naturalized Planting
- R. Berm
- S. Existing Irrigation Well
- T. Chico Streetscape Improvements

- Canopy Tree
- Understory Tree
- Deciduous Tree
- Existing Tree





BOARD OF DIRECTORS

STAFF REPORT

DATE: September 25, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Approval of Annexation of Orchard Creek Estates, Autumn Leaf Estates, and Rodeo Subdivisions into CFD No. 2023-01 (Park Maintenance)

BACKGROUND AND DISCUSSION

On June 22, 2023, the Board of Directors adopted Resolution No. 23-012 establishing Community Facilities District (CFD) No. 2023-01 (Park Maintenance) and providing for a Future Annexation Area. The District subsequently recorded the Notice of Special Tax Lien on July 3, 2023.

On June 27, 2024, the Board adopted Resolution No. 24-012, approving procedures for annexations into CFD No. 2023-01.

The property owners of Orchard Creek Estates, Autumn Leaf, and Rodeo Subdivisions have executed Unanimous Approval forms consenting to annexation of 200 new single-family lots into the CFD and to the levy of the special tax. The annexation will allow the District to fund the ongoing maintenance of parks, trails, recreation facilities, landscape corridors, and open space areas impacted by the proposed developments.

RECOMMENDATION

Adopt Resolution 25-015 approving the annexation of 200 new single-family parcels into Community Facilities District No. 2023-01 (Park Maintenance), Tax Zone No. 2 (Orchard Creek Estates, Autumn Leaf Estates, and Rodeo Subdivisions), and levying the authorized special tax.



**RESOLUTION 25-015 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

APPROVING ANNEXATION OF TERRITORY LOCATED IN THE FUTURE ANNEXATION AREA OF COMMUNITY FACILITIES DISTRICT NO. 2023-01 (PARK MAINTENANCE) INTO CFD 2023-01, AND TO LEVY A SPECIAL TAX TO PAY FOR CERTAIN PUBLIC SERVICES (ANNEXATION NO. 1, TAX ZONE NO. 2 – HENSHAW PARK)

WHEREAS, on April 27, 2023, the Board adopted Resolution No. 23-005 (the “Resolution of Intention”), stating its intention to form Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance) (the “CFD”) and Future Voluntary Annexation Area (the “Future Annexation Area”) pursuant to Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the “Act”); and

WHEREAS, the Resolution of Intention, incorporating a map of the proposed boundaries of the CFD and Future Annexation Area, and stating the services to be provided, and the rate and method of apportionment of the special tax to be levied within the CFD to pay for the services, is on file with the Board Clerk and the provisions of the Resolution of Intention are incorporated herein by this reference as if fully set forth herein; and

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

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

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

WHEREAS, on June 22, 2023, the Board adopted Resolution No. 23-012 (the “Resolution of Formation”), which is on file with the Board Clerk and the provisions of the Resolution of Formation are incorporated herein by this reference, that ordered the formation of the CFD, defined the public Services (the “Services”) to be provided by the CFD, authorized the levy of a special tax on property

within the CFD and approved future qualifying projects the ability to voluntarily annex into the Future Annexation Area, all pursuant to the Act; and

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

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

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

WHEREAS, the Resolution of Formation specified that the Future Annexation Area is voluntary, and the intent is to allow future qualifying projects the opportunity to annex; and

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

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

WHEREAS, the owner (the "Property Owner") of Assessor's Parcel Numbers 042-740-020, 042-070-196, 042-020-009, 042-020-105, 042-050-014, and 042-050-015 located within the voluntary Future Annexation Area (the "Property") has agreed to mitigate certain impacts of the proposed development of the Property by paying for certain Services financed by the CFD; and

WHEREAS, pursuant to the Act, the Property Owner has executed a Unanimous Approval constituting a unanimous approval and unanimous vote by the Property Owners in favor of the annexation of the Property to the CFD and the levy of the Special Tax.

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

1. **Recitals.** The foregoing recitals are all true and correct.
2. **Name.** The name of the existing CFD for the proposed annexation is "Community Facilities District No. 2023-01 (Park Maintenance)."

3. **Approval of Annexation No. 1.** The Board hereby determines that Assessor's Parcel Numbers 042-740-020, 042-070-196, 042-020-009, 042-020-105, 042-050-014, and 042-050-015 are annexed into Tax Zone No. 2 (Henshaw Park) of the CFD.
4. **Amendment 1 to Notice of Special Tax Lien.** The Board hereby directs the Board Clerk to record an Amendment to Notice of Special Tax Lien, evidencing that Assessor's Parcel Numbers 042-740-020, 042-070-196, 042-020-009, 042-020-105, 042-050-014, and 042-050-015 are annexed into Tax Zone No. 2 (Henshaw Park) of the CFD.
5. **Boundaries Described.** The revised boundaries of the CFD, including Assessor's Parcel Numbers 042-740-020, 042-070-196, 042-020-009, 042-020-105, 042-050-014, and 042-050-015, are described in an amended boundary map entitled "Annexation Map No. 1 (Tax Zone No. 2) of Community Facilities District No. 2023-01 (Park Maintenance)," which is on file with the Board Clerk, a copy of which is attached hereto as Exhibit A and made a part hereof, which the Board hereby directs the Board Clerk to record with the Butte County Recorder's Office, pursuant to Streets and Highways Code sections 3113 and 3113.5.
6. **Specification of the Type of Services Provided.** The services to be provided in the annexed territory are the same as those provided in the existing CFD and are described in Exhibit B attached hereto and incorporated here by reference. The cost of providing Services includes "incidental expenses," which include costs associated with the creation of the CFD, determination of the amount of special taxes, collection or payment of special taxes, or costs otherwise incurred in order to carry out the authorized purposes of the CFD. The services authorized through the Resolution of Formation) to be funded by the CFD are in addition to those currently provided in the territory of CFD and do not supplant services already available within that territory.
7. **Notice of Special Tax Lien.** The Board of Directors hereby directs the Clerk of the Board to record a Notice of Special Tax Lien, pursuant to Streets and Highways Code section 3114.5, evidencing that Assessor's Parcel Numbers 042-740-020, 042-070-196, 042-020-009, 042-020-105, 042-050-014, and 042-050-015 are added to the CFD.
8. **Tax Zone No. 2.** The Board of Directors hereby approves the Rate and Method of Apportionment applicable to Tax Zone No. 2 (Henshaw Park) is set forth in Exhibit C, attached hereto and incorporated herein by reference ("Special Tax"). CFD services and the special tax rate for Tax Zone No. 2 (Henshaw Park) are for additional and enhanced services required to meet the increased demand on existing District services.
9. **General Authority; Ratification of Previous Actions.** The officers of the District are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the transactions described herein or to otherwise effectuate the purposes of this resolution. Any actions previously taken by such officers that are consistent with the purposes of this resolution are hereby ratified and confirmed.

10. Effective Date. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 25th day of September 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Tom Lando, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors

EXHIBIT A

**ANNEXATION MAP NO. 1 (TAX ZONE NO. 2) OF
CHICO AREA RECREATION AND PARK DISTRICT
Community Facilities District No. 2023-01
(Park Maintenance)**

(Insert Map)

EXHIBIT B

DESCRIPTION OF SERVICES TO BE FUNDED BY THE CFD

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

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

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

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

EXHIBIT C

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

**RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX
ANNEXATION NO. 1, TAX ZONE NO. 2**

The Special Tax shall be levied in Tax Zone No. 2 in accordance with the Rate and Method of Apportionment of Special Tax for Chico Area Recreation and Park District Community Facilities District No. 2023-01 (Park Maintenance), pursuant to the rate for Tax Zone No. 2 set forth below:

**MAXIMUM SPECIAL TAX RATES
ANNEXATION NO. 1
BASE YEAR FY 2025-26
TAX ZONE NO. 2 (Henshaw Park)**

Property Type	Rate	Per
Developed Residential Property	\$120	Unit for which a certificate of occupancy permit was issued for new residential construction after July 1, 2025

1. The Maximum Special Tax Rate for Tax Zone No. 2 shall be \$120 per Unit annually for Developed Residential Property for the duration of the CFD.
2. For Tax Zone No. 2, "Developed Residential Property" shall mean all Assessor Parcels of Developed Property for which a Certificate of Occupancy Permit has been issued prior to May 31 of the preceding Fiscal Year.

The Rate and Method of Apportionment of Special Tax is attached hereto and incorporated herein by this reference.

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

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

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

A. DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

"City" means the City of Chico, California.

"County" means the County of Butte, California.

"County Assessor" means the Butte County Assessor.

"Developed Residential Property" means all Assessor Parcels of Developed Property for which a Building Permit has been issued prior to May 31 of the preceding Fiscal Year for construction of a Residential Unit. These Assessor's Parcels may be classified into one of the following groups: Single Family Detached, Single Family Attached, and Multifamily Residential.

"District" means the Chico Area Recreation and Park District.

"Fiscal Year" means the period starting July 1 and ending the following June 30.

"Land Use Classification" means any of the classes listed in Section B(1).

"Maximum Special Tax" means the greatest amount of Special Tax, determined in accordance with Sections B and C below that can be levied in the CFD in any Fiscal Year on any Assessor's Parcel.

"Multifamily Residential Property" means all Assessor Parcels of Developed Property for which a Building Permit has been issued for construction of a structure with more than one Residential Unit. This category includes but is not limited to apartment buildings, duplexes, triplexes, fourplexes and condominiums.

"Owners Association Property" means any property within the boundaries of the CFD owned by a homeowner association or property owner association, including any master or sub-association.

"Proportionately" means that the ratio of the actual Special Tax levied in any Fiscal Year to the Maximum Special Tax Rate authorized to be levied in that Fiscal Year is equal for all Assessor's Parcels.

"Public Property" means any property within the boundaries of the CFD that is either (i) owned by the federal government, the State of California, the County, another public agency, or a private nonprofit organization that owns and is responsible for conservation of open space areas or (ii) encumbered by an easement owned by any such public agency or private organization which easement makes the development of such property impractical. Notwithstanding the foregoing, a leasehold or other possessory interest in any such property which is subject to taxation pursuant to Section 53340.1 of the Act shall not constitute "Public Property."

"Residential Unit" means each separate residential dwelling unit on an Assessor's Parcel that comprises an independent facility capable of conveyance or rental as distinct from adjacent residential dwelling units. An accessory residential dwelling unit that shares a Parcel with a Single Family Detached Residential Unit shall not be considered as a Residential Unit for the purposes of this RMA.

"RMA" means this Rate and Method of Apportionment of Special Tax.

"Services" means the services authorized to be funded by the CFD as described in the Resolution of Intention for the CFD.

"Single-Family Attached Property" means all Assessor Parcels of Developed Property for which a building permit has been issued for construction of a residential structure consisting of two or more Residential Units that share common walls, have separate Assessor's Parcel Numbers assigned to them (except for a duplex Residential Unit which may share an Assessor's Parcel Number with another duplex Residential Unit).

"Single-Family Detached Property" means all Assessor Parcels of Developed Property for which a building permit has been issued for construction of a single-family Residential Unit that does not share a common wall with another Residential Unit.

"Special Tax" means a Special Tax levied in any Fiscal Year to pay the Special Tax Requirement.

"Special Tax Requirement" means the amount required in any Fiscal Year for the CFD to 1) provide the Services; 2) pay for reasonable Administrative Expenses; 3) pay any amounts required to establish or replenish any reserve funds, and 4) cure any delinquencies in the payment of Special Taxes which have occurred in the prior Fiscal Year or pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year.

"State" means the State of California.

"Taxable Property" means any Assessor's Parcel that is not Tax-Exempt Property.

"Tax-Exempt Property" means any Parcel within the CFD which is Owners Association Property or Public Property.

"Tax Zone" means a mutually exclusive geographic area within which the Special Tax may be levied pursuant to this RMA. All Taxable Property within the CFD at the time of its formation is within the Tax Zone specified in Section B2. Additional Tax Zones may be created when Taxable Property is annexed to the CFD, and a separate Maximum Special Tax shall be identified for Taxable Property within the new Tax Zone at the time of such annexation. The Assessor's Parcels included within a new Tax Zone when such Parcels are annexed to the CFD shall be identified by Assessor's Parcel number in the Unanimous Approval Form that is signed by the owner(s) of the Parcels.

"Undeveloped Property" means any Assessor's Parcel which is not Tax-Exempt Property, and for which no Building Permit has been approved and issued by April 1 of the previous Fiscal Year.

"Unanimous Approval Form" means that form executed by the record owner of fee title to a Parcel or Parcels of Taxable Property annexed into the CFD that constitutes the property owner's approval and unanimous vote in favor of annexing into the CFD and the levy of Special Tax against his/her Parcel or Parcels pursuant to this RMA.

B. DETERMINATION OF MAXIMUM SPECIAL TAX

The Maximum Special Tax shall be calculated as follows:

- 1. Classification of Parcels.** Each Fiscal Year, using the Definitions above and the Parcel records of the County Assessor's Secured Tax Roll of July 1, the District shall cause each Parcel of land in the CFD to be classified as Taxable Property and Tax-Exempt Property. Taxable Property may be further classified as Developed Residential Property and Undeveloped Property. Developed Residential Property may be further classified as Single-Family Detached Property, Single-Family Attached Property, and Multifamily Property.

- 2. Assignment of Maximum Special Tax.** Each Fiscal Year, the Base Year Maximum Tax shown below shall be escalated as specified in Section C, Annual Adjustment of Maximum Special Tax, to determine the Maximum Special Tax for the upcoming Fiscal Year for each Land Use Classification in a Tax Zone. A different Maximum Special Tax Rate may be identified in Tax Zones added to the CFD as a result of future annexations.

**TABLE 1
MAXIMUM SPECIAL TAX RATES
TAX ZONE NO. 1 (MERIAM PARK)
BASE YEAR 2022-23**

Land Use Classification	Base Year Maximum Tax
Taxable Property	\$632 per Acre

- 3. Conversion of a Tax-Exempt Property to a Taxable Property.** If a Tax-Exempt Property is not needed for public use and is converted to private use, it shall become subject to the Special Tax.

C. ANNUAL ADJUSTMENT OF MAXIMUM SPECIAL TAX

Beginning in January 2024 and each January thereafter, the Maximum Special Tax shall be adjusted each fiscal year by Annual Escalation Factor. Each annual adjustment of the Maximum Special Tax shall become effective for the following Fiscal Year.

D. DETERMINATION OF THE ANNUAL SPECIAL TAX

The Board will determine the Special Tax Requirement and levy the annual special tax each fiscal year on each assessor's parcel of developed residential property or taxable property up to one hundred percent of the applicable maximum special tax to fund the Special Tax Requirement.

If additional revenues are needed to provide 1) the Services; 2) pay anticipated Administrative Expenses; 3) pay any amounts required to establish or replenish any reserve funds, and 4) cure any delinquencies in the payment of Special Taxes which have occurred in the prior Fiscal Year or pay for reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous Fiscal Year, the Annual Special Tax shall be levied Proportionately on each Assessor's Parcel of Undeveloped Property up to one hundred percent of the Maximum Special Tax for Undeveloped Property.

Under no circumstances will the Annual Special tax levied against any Assessor's Parcel of Developed Residential Property increase by more than ten (10) percent as a consequence of delinquency or default by the owner of any other Assessor's Parcel within the CFD.

Subject to the preceding, the amount of Annual Special Tax levied upon any Taxable Property, Developed Residential Property, and Undeveloped Property in any Fiscal Year shall not exceed the Maximum Special Tax for such Fiscal Year as computed herein.

E. DURATION OF THE SPECIAL TAX

Assessor's Parcels in the CFD shall remain subject to the Special Tax in perpetuity. If the Special Tax ceases to be levied, the District or its designee shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished.

F. PREPAYMENT OF SPECIAL TAX

Prepayment of the Special Tax is not authorized.

G. APPEALS AND INTERPRETATION PROCEDURE

Any property owner who feels that the portion of the Special Tax levied on the subject property is in error may file a written appeal no later than April 10 of the Fiscal Year in which the levy occurred, with the General Manager or his or her designee, appealing the levy of the Special Tax on the subject property. General Manager or his or her designee will promptly review the appeal and, if necessary, meet with the applicant and decide the merits of the appeal. If the findings of the General Manager or his or her designee verify that the Special Tax levied should be modified, the Special Tax levy for future Fiscal Years shall be corrected, and a credit against future Special Taxes shall be arranged, if applicable. Any overcharges shall be corrected solely by means of adjustments to future Special Tax levies; no cash refunds shall be made. Any dispute over the decision of the General Manager or his or her designee shall be referred to the General Manager, and the Board, and the decision of the Board shall be final and binding on all parties.

Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate, or application of the method of apportionment, or classification of properties or any definition applicable to the CFD.

H. COLLECTION OF THE SPECIAL TAX

The Special Tax shall be collected each year in the same manner and at the same time as ad valorem property taxes are collected and shall be subject to the same penalties and lien priorities in the case of delinquency as is provided for ad valorem taxes. The District shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the schedule of the Special Taxes to be collected are received by the County Auditor for inclusion with billings for such ad valorem taxes for the applicable Fiscal Year. However, the CFD Administrator may directly bill the Special Tax, may collect Special Taxes at a different time or in a different manner if necessary to meet the financial obligations of the District or as otherwise determined appropriate by the CFD Administrator.

I. ANNEXATION OF TERRITORY

Any territory to be annexed to the CFD shall, in addition to payment of Special Taxes at the rate set forth in this RMA, be subject to payment of any costs incurred by the District in conducting the annexation process.

EXHIBIT D

**UNANIMOUS APPROVAL FORMS (4)
ANNEXATION NO. 1, TAX ZONE NO. 2
HENSHAW PARK**

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

Assessor's Parcel No(s).

042-020-009, 042-020-105
042-050-014
042-050-015
042-740-020, 042-070-196

Name(s) of Property Owner

Autumn Leaf, Inc.
Jeffrey and Doris Schell Living Trust
Christine D. Graft
Orchard Creek Chico, LLC (Lots 17-49 and 72-75)
360 Campus Fairfield, LLC (Lots 3-16 and 50-71)

[attached]



BOARD OF DIRECTORS

Facility Committee

STAFF REPORT

DATE: September 17, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Humboldt Skate Park Renaming

BACKGROUND

On June 9, 2025, Brent Schneider passed away after his courageous battle with cancer. His final day was spent doing what he loved most—skateboarding with longtime friends at the very park we now hope to honor him with. Brent spent 27 years as a beloved teacher at Stanford Elementary in Oroville, where his passion for helping children was evident every day. That same caring spirit drove his volunteer work with Chico's skateboarding community.

Starting in 2011, Brent co-founded the CARD skateboard camp with two close friends, sharing his love for skateboarding with hundreds of local youth over multiple summers. The program recently resumed this past summer, continuing his legacy. He also regularly volunteered with the Skate MD program at various locations, including Humboldt Park, teaching skateboarding and serving as a positive role model for young people.

DISCUSSION

Brent was instrumental in the Fix Chico Skatepark movement that raised \$140,000 for the skatepark renovation. His fundraising efforts, advocacy, and design input helped create the amazing facility that reopened in May 2018. For years after, Brent was a daily fixture at the skatepark—mentoring young skaters, offering encouragement, and creating a welcoming environment for everyone. He was loved and respected by the entire skateboarding community.

The skateboarding community, including Brent's family, stands united behind this proposal. They have remaining funds from the Fix Chico Skatepark campaign that can cover new signage or entry gates to commemorate this dedication, ensuring no additional cost to the District.

Naming the skatepark after Brent would honor someone who truly embodied community spirit. He improved the facility, mentored countless young people, and spent years making the skatepark a positive place for everyone. Creating this memorial at the location where Brent made such a lasting impact feels like the perfect way to ensure his legacy continues.

RECOMMENDATION

Committee recommends the renaming of the Humboldt Skate Park as the "Schneider Skate Park" in memory of Brent Schneider and his unwavering commitment and dedication to the skateboard community of Chico, CA.

CARD Board of Directors and General Manager Chico Area Recreation District

September 9, 2025

RE: Request to Name Humboldt Avenue Skatepark in Memory of Brent Schneider

Dear CARD Board and Management,

We are writing to request that the Humboldt Avenue Skatepark be renamed the "Brent Schneider Memorial Skatepark" in honor of an incredible community member who dedicated his life to youth and skateboarding.

On June 9, 2025, we lost Brent Schneider after his courageous battle with cancer. His final day was spent doing what he loved most—skateboarding with longtime friends at the very park we now hope to honor him with. Brent spent 27 years as a beloved teacher at Stanford Elementary in Oroville, where his passion for helping children was evident every day. That same caring spirit drove his volunteer work with Chico's skateboarding community.

Starting in 2011, Brent co-founded the CARD skateboard camp with two close friends, sharing his love for skateboarding with hundreds of local youth over multiple summers. The program recently resumed this past summer, continuing his legacy. He also regularly volunteered with the Skate MD program at various locations, including Humboldt Park, teaching skateboarding and serving as a positive role model for young people.

Brent was instrumental in the Fix Chico Skatepark movement that raised \$140,000 for the skatepark renovation. His fundraising efforts, advocacy, and design input helped create the amazing facility that reopened in May 2018. For years after, Brent was a daily fixture at the skatepark—mentoring young skaters, offering encouragement, and creating a welcoming environment for everyone. He was loved and respected by the entire skateboarding community.

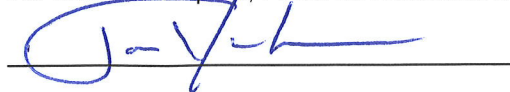
The skateboarding community, including Brent's family, stands united behind this proposal. We have remaining funds from the Fix Chico Skatepark campaign that can cover new signage or entry gates to commemorate this dedication, ensuring no additional cost to the District.

Naming the skatepark after Brent would honor someone who truly embodied community spirit. He improved the facility, mentored countless young people, and spent years making the skatepark a positive place for everyone. Creating this memorial at the location where Brent made such a lasting impact feels like the perfect way to ensure his legacy continues.

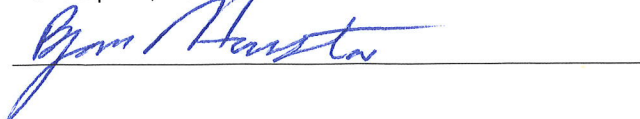
Thank you for considering our request. We're happy to provide any additional information needed.

Sincerely,

Jon Yunker Co-organizer,
Fix Chico Skatepark, Parttime Skateboard



Bryan Houston Co-organizer, Fix Chico
Skatepark, Parttime Skateboard



Lael, Avery and Brody Schneider,
Brent's Family





BOARD OF DIRECTORS

STAFF REPORT

DATE: September 25th, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Use of District Facilities Policy

BACKGROUND

The District provides a variety of facilities for community use, including parks, athletic fields, community centers, and specialized recreation spaces. To ensure equitable access, protect District assets, and align facility usage with the District's mission, staff has prepared an updated 2210 - *Use of District Facilities Policy*.

The policy outlines:

- Eligibility for facility use.
- Priority scheduling procedures.
- Reservation processes and required documentation.
- Fee structures and deposit requirements.
- Rules of conduct and prohibited activities.
- Special events and amplified sound requirements.
- Insurance and liability coverage requirements.

The proposed updates align with industry's best practices, address operational needs, and reflect community feedback. They also clarify the District's ability to approve, deny, or revoke facility use permits to protect public safety and District property.

RECOMMENDATION

Approve the updated Use of District Facilities Policy to establish consistent guidelines for the public use of Chico Area Recreation and Park District facilities.



POLICY # 2210

Use and Rental of District Facility

VERSION # 1

APPROVED BY BOARD

APPLIES TO

Division	Administration
Sub-Division	Rentals

VERSION	REVISION DATE	DESCRIPTION OF CHANGE/SUPERSEDE	AUTHOR
----------------	----------------------	--	---------------

1	8/22/2025	Codifying rental procedures into a District Policy	Administrative Director
---	-----------	--	-------------------------

PURPOSE

This policy establishes guidelines for public and organizational use of District facilities when such use supports District objectives without interfering with primary operations.

AUTHORITY

The Board of Directors maintains authority to designate which facilities are available for rental. The General Manager is responsible for modifying availability and usage guidelines, restrict access to ensure District operations remain priority, adjust permissions based on operational needs, maintenance, and program demands.

PROCEDURE

Application Process

Organizations or individuals shall submit requests via application to the District’s Rentals Department in advance for the use of one or more District facilities, sports fields, courts, picnic sites, or designated portions of community parks.

Fees & Deposits

The District shall establish a user fee and deposit schedule for these rental spaces, based on criteria and costs borne by the District for their operation and maintenance. User fees shall be adjusted periodically to reflect changes in operating and maintenance costs.

District staff shall collect a deposit and estimated use fee in advance of confirming any reservation. The deposit shall include a reasonable estimate of clean-up and administrative time for handling the reservation. Deposits may be refundable to the extent that clean-up costs are less than the deposit, minus administrative processing costs.

Reservation Priority

Facilities are allocated in the following order of priority:

Policy #2210 – USE AND RENTAL OF DISTRICT FACILITY

1. District operations – District-hosted programs, District-sponsored activities, and facility maintenance.
2. Long-term partners - Organizations with MOUs, joint-use agreements, and established relationships.
3. Community activities - Events that align with District mission and benefit the District or its participants.
4. Non-profit and public agencies - Non-political and non-commercial uses.
5. Private use - Commercial use and individual members of the public, only if no other qualified users request the same date within 30 days.

Requirements & Restrictions

General liability insurance required for all events. Alcohol liability insurance required if alcohol is served. Liability waivers may be required as determined by District staff.

All requesting organizations or individuals must comply with Federal, State, and local laws in their use of District rental spaces. If special permits (including but not limited to large gathering permits, fire or building code permits, or alcohol use permits) are required, preliminary approval will be contingent upon satisfactory proof of compliance. Failure to obtain required permits may result in denial or revocation.

Authority: Board of Directors; General Manager



BOARD OF DIRECTORS

STAFF REPORT

DATE: September 25, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Authorization of Grant Application for State and Local Cybersecurity Grant Program

BACKGROUND

The District was awarded \$105,197 from the State and Local Cybersecurity Grant Program (SLCGP) Subaward. This program is being supported through FEMA funding (federal funds) from two separate fiscal years- FY22 and FY23. Your allocated amounts are:

FY22: \$34,715

FY23: \$70,482

Total: \$105,197

As part of the process to accept the funds, the District must apply for the *State and Local Cybersecurity Grant Program (SLCGP) Subaward*, which provides funding to strengthen cybersecurity preparedness, resilience, and response capabilities at the local government level.

Grant funding may be used to support projects such as:

- Improving network security and system protections.
- Conducting risk assessments and vulnerability testing.
- Enhancing cybersecurity training for staff.
- Updating or implementing incident response and recovery plans.

Applying for the SLCGP Subaward aligns with the District's ongoing efforts to improve digital security and protect sensitive information. Authorization from the Board is required to submit the application and, if awarded, execute all necessary documents related to the grant.

RECOMMENDATION

Adopt a resolution authorizing the District to apply for and accept funds from the State and Local Cybersecurity Grant Program (SLCGP) Subaward.



**RESOLUTION 25-016 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

Grant Application Authorization for
State and Local Cybersecurity Grant Program

BE IT RESOLVED by the Board of Directors of the Chico Area Recreation and Park District that Annabel Grimm, General Manager is hereby authorized to execute for and on behalf of the named Applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subgranted through the State of California for the following Grant Award:

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the 25th day of September 2025 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

ATTEST:

Tom Lando, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors