

BOARD OF DIRECTORS MEETING AGENDA

Tuesday, April 28, 2026, 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. March 31, 2026 Meeting Minutes
- IV. OPEN FORUM

The Board provides an opportunity for the public to comment on items not on the agenda.
- V. NEW BUSINESS
 - a. Review and possible adoption of updated FVMRD Policies & Procedures manual
- VI. DEPARTMENT REPORTS
 - a. Financial Report – March 2026
 - b. Pole Creek Golf Club
 - c. Grand Park Community Recreation Center
 - d. Recreation Programming
 - e. Fraser Valley Sports Complex
 - f. Facilities Maintenance
 - g. Foundry Cinema and Bowl
 - h. District Administration
- VII. ADJOURNMENT

Join Meeting Via Zoom:

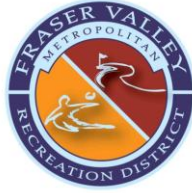
<https://us02web.zoom.us/j/7271087488>

Dial in: +1 346 248 7799

Meeting ID: 727 108 7488

FVMRD Mission:

Our mission is to provide fun and memorable experiences for our community and guests through innovative, quality programs and facilities that promote health and wellbeing.



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 31, 2026, 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 5:36pm.

II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE

Tim Gagnon, Rick Holden (zoom), Tom Overton, Piper Ehlen, and Elle Soles were in attendance. The Board members had no conflicts to disclose.

Staff present: *Scott Ledin, Meaghan Brugge, Laura Fischer, Kristen Webb, Avalon Mays, Samantha Pritchard, Stephanie Ferguson, Jules Sheldon, Austin DeGarmo, Craig Cahalane, Jesse Dickinson, Brenna Kirk*

Public present (signed-in): *Michael G (zoom), Jon (zoom)*

III. REVIEW AND APPROVAL OF MINUTES

February 24, 2026 Meeting Minutes: Elle Soles motioned to approve the minutes as presented; Tom Overton seconded; all in favor 4-0.

IV. OPEN FORUM

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

Rick Holden joined the meeting via zoom at 5:41pm.

V. NEW BUSINESS

- a. *Review and possible adoption of updated FVMRD Policies & Procedures Manual. Scott highlighted the major changes and additions that have been made to update the manual. The Board will continue to review the updated manual, offer additional feedback, and resume discussion at the next Board meeting.*

VI. DEPARTMENT REPORTS

- a. *Financial Report – February 2026: Meaghan Brugge gave a verbal summary of the written report. District wide revenues in February were \$129,081 short of budget, mainly due to timing of property taxes. District wide costs of goods sold were \$4,633 over budget, and expenses were \$14,729 over budget. The District ended the month \$148,443 less than budget. *When budgeted revenue from property taxes is removed from the February report, District revenue ended the month \$32,000 better than budget**

Parks and Rec Combined February revenue was \$95,658 less than budget, due to property tax timing. Costs were in line with budget and expenses were \$10,416 over budget mainly due to wages. Parks and Rec Combined ended the month \$106,915 under budget.

Pole Creek Combined February revenue was \$6,639 better than budget. Costs of goods sold were \$4,351 over budget and expenses were \$560 under budget. Pole Creek ended the month \$2,827 better than budget.

The Foundry February revenue was \$21,927 better than budget. Costs of goods sold were in line with budget and expenses were \$1,777 over budget. The Foundry ended the month \$20,646 better than budget.

District wide capital expenditures for February were \$2,788 for vehicle and equipment lease payments.

- b. Pole Creek Golf Club: Craig Cahalane and Brenna Kirk gave a verbal update to the written report. The Clubhouse interior is in the process of being painted. As of yesterday, the irrigation system is up and running (first time in March since Craig has been here). The course will most likely open in mid-May. Bistro staffing looks good for early season and additional employees will start as the season picks up.*
- c. Grand Park Community Recreation Center: Avalon Mays gave a verbal update to the written report. Member visits continue to grow with 1000 additional visits in February 2026 compared to February 2025. The state inspection for the water slide and climbing wall is scheduled for tomorrow. Lifeguard certification classes are scheduled for May and June. Fitness and gymnastics staff will be taking CPR recertification classes in April. GPCRC is hosting a gymnastics meet the weekend of June 26th.*
- d. Recreation Programming: Samantha Pritchard and Stephanie Ferguson gave a verbal update to the written report. Specialty Camp registration opened yesterday and went really well. Out of 40 camps offered, 12 are already fully booked. Samantha and Stephanie are currently interviewing for summer staff positions. Summer Camp has been confirmed at Fraser Elementary and will be able to accommodate 50 campers per day.*
- e. Fraser Valley Sports Complex: Austin DeGarmo gave a verbal update to the written report. The end of season Women's Hockey League went well with three teams playing three games each. Adult Hockey D League wraps up next week and the rink will close for the season on April 11th.*
- f. Facilities Maintenance: Scott Ledin gave a verbal update to the written report. The pool HVAC heating unit is currently shut down due to exhaust issues; repair or replacement options are being evaluated.*
- g. Foundry Cinema & Bowl: Scott Ledin gave a verbal update to the written report. March 2026 is up approximately 20% over March 2025, largely due to the popularity of the current movies Project Hail Mary and Hoppers.*
- h. District Administration: Scott Ledin gave a verbal update to the written report. Provided in the report is a list golf courses participating in Special District Golf Outings. The WPURA continues to work through Tax Increment Revenue Agreements with local taxing districts.*

VII. ADJOURNMENT

Piper Ehlen motioned to adjourn the meeting; Elle Soles seconded; all in favor 5-0. The meeting was adjourned at 6:32pm.



MONTHLY FINANCIAL / BUDGET SUMMARY

Attached is the financial report for MARCH 2026. The following provides a summary of the month as compared to the budget. A monthly budget has been put together for all departments for 2026. Monthly Revenues were budgeted based on historical averages as well as last year's actual data.

District-wide:

1. District -wide revenues for March exceeded budget by \$254,659; of that, 60% is due to timing of receipt of property taxes, 15% is due to timing of Golf Pass sales, and the rest due to strong performance across the board.
2. Costs of Goods sold were \$2,230 over budget due to favorable sales.
3. District-wide expenses for the month of March were \$29,618 over budget mainly due to salaries and wages, credit card fees driven by higher than budgeted sales, and utilities.
4. The District ended March \$222,811 better than budget.

Parks & Recreation Combined:

1. Revenue for Parks and Rec Combined was \$130,372 better than budget mainly due to timing of property tax collection, gymnastics registration timing, and strong Youth Specialty Camp sales.
2. Costs were in line with the budget for the month.
3. Expenses were \$15,072 over budget for the month.
4. Parks and Rec Combined ended the month \$115,300 better than budget.

District Administration:

1. Revenues were \$84,142 greater than budget due to timing of property tax collection.
2. Expenses were \$12,426 over budget due to the overlap of Finance Directors during the transition slightly offset by savings in hourly wages, timing of transition to new accounting system, and treasurer's fees.
3. District Admin ended March \$71,716 better than budget.

General Recreation:

1. March revenue exceeded budget by \$16,267.
 - a. Youth Specialty Programs were \$13,733 better than budget driven by new dance program, recital, and costumes, and interest and offering of specialty camps.
 - b. Youth Program Fees were \$2,704 better than budget driven by spring break camp which was conservatively budgeted.
2. Expenses were \$4,537 over budget due to unbudgeted dance recital costumes and pricing of the online program guide software.
3. General Rec ended the month \$11,730 better than budget.

Parks & Athletics / Ice Rink:

1. Revenues for March exceeded budget by \$2,465 driven by strong Stick & Puck visitation throughout the month and increased private ice rentals.
2. COGS were over budget and high as a percent of revenue.
3. Expenses were \$3,221 over budget due to wages and utilities.
4. The Parks and Athletics department ended the month \$1,212 under budget.

Recreation Center:

1. Revenue for March exceeded the budget by \$27,497. Major variances as compared to budget are as follows:
 - a. Daily Visit Revenue was \$1,701 better than budget.

- b. Memberships and punch cards were \$8,499 better than budget due to continued interest in the Rec Center.
 - c. Gymnastics programs were \$13,289 greater than budget due to timing driven by change in fee and program structure.
 - d. Facility Rental Fees \$2,625 greater than budget due to added Sundays for gymnastics birthday parties.
 - e. Property taxes were \$9,730 favorable to budget due to timing.
 - f. Daily Admissions \$4,954 under budget due to good weather and fewer people in town.
2. Costs and Expenses were \$5,817 under budget due savings in snow removal, timing of payment for gymnastics uniforms, and savings in repairs; offset by overage in utilities driving by high electricity usage.
 3. The Rec Center ended March \$33,066 greater than budget.

Pole Creek Golf Club Combined:

1. March Revenues exceed budget by \$41,952.
2. Cost of Goods Sold were over budget by \$3,414.
3. Expenses were over budget by \$6,042.
4. The Golf Course ended March \$32,946 better than budget.

Pro Shop:

1. March revenue was \$39,229 over budget due to timing of membership sales driven by early bird pricing, a change in the booking window for members, and warmer weather.
2. Cost of Goods were \$1,728 over budget due to sale of rental clubs.
3. Expenses were in line with budget.
4. The Pro Shop ended \$37,918 better than budget.

Turf Maintenance:

1. March activity was in line with budget.

Food & Beverage:

1. March revenues were over budget by \$2,972 and up 56% over prior year-to-date due to the popularity of the Fish Fry Fridays and entrée offerings and increased local traffic.
2. Cost of Goods were slightly over budget but in line as a percent of revenue for the time of year.
3. Expenses were \$4,775 over budget due to an unplanned dishwasher repair and laundry due to increased covers.
4. The restaurant ended March \$3,489 unfavorable to budget.

Foundry Cinema and Bowl

1. Revenue in March exceeded budget by \$23,646.
 - a. Bowling Revenues were \$5,017 under budget due to adding a 15 minute buffer between reservations to enhance the guest experience and overall fewer people in town.
 - b. Movie and Concessions were \$15,636 better than budget due to having two popular movies.
 - c. Food and beverage sales were \$8,854 better than budget due to number of movie-goers.
 - d. Rentals and leagues were \$3,921 better than budget due Wednesday league and private rental.
2. Costs of Goods Sold were \$1,889 under budget and favorable as a percent of revenue; savings in movie cost of sale will be forecast forward.
3. Expenses were over budget by \$6,389 mainly due to wages which were on budget as a percent of revenue, benefits, and credit card fees, slightly offset by savings in snow removal.
4. The Foundry ended March \$19,146 better than budget.

Debt Service:

1. March collections were \$56,384 over budget due timing of the tax notices mailing.

Capital Expenditures:

1. We received the grant for the aquatics lift of \$4,700.
2. Lease payments on vehicles and equipment were \$23,543, including the new Chevy Silverado 2500.

Fraser Valley Metropolitan Recreation District - District Wide Totals

March 31, 2026	Current Period			2025 YTD	Year to Date			2026 Budget
	Actual	Budget	Variance		Actual	Budget	Variance	
District Administration								
Total Income	231,217	147,075	84,142	834,090	876,737	885,445	(8,708)	2,215,316
Total Expense	74,093	61,667	(12,426)	195,893	231,308	215,083	(16,225)	779,151
Net Income	157,124	85,408	71,716	638,196	645,429	670,362	(24,933)	1,436,165
General Recreation								
Total Income	92,342	76,075	16,267	145,077	135,834	102,950	32,884	265,600
Total Expense	38,879	34,342	(4,537)	105,913	124,223	111,778	(12,445)	541,162
Net Income	53,463	41,733	11,730	39,164	11,611	(8,828)	20,439	(275,562)
Parks & Athletics								
Total Income	40,290	37,825	2,465	86,588	105,441	84,825	20,616	266,100
Total Cost of Goods	807	350	(457)	1,975	3,843	1,700	(2,143)	6,000
Total Expense	62,282	59,061	(3,221)	180,780	196,400	179,048	(17,352)	708,623
Net Income	(22,798)	(21,586)	(1,212)	(96,167)	(94,803)	(95,923)	1,120	(448,523)
Rec Center								
Total Income	189,053	161,556	27,497	629,423	685,235	635,038	50,197	1,808,239
Total Cost of Goods	1,873	1,625	(248)	4,903	5,560	5,173	(387)	13,000
Total Expense	138,400	144,217	5,817	466,572	494,141	494,549	408	1,938,189
Net Income	48,780	15,714	33,066	157,949	185,534	135,316	50,218	(142,950)
Pro Shop								
Total Income	102,830	63,600	39,230	61,268	104,926	63,858	41,068	2,632,300
Total Cost of Goods	1,935	207	(1,728)	2,285	3,593	385	(3,208)	216,473
Total Expense	24,319	24,735	416	66,070	69,991	69,291	(700)	780,672
Net Income	76,576	38,658	37,918	(7,087)	31,341	(5,818)	37,159	1,635,155
Food & Beverage								
Total Income	16,775	13,803	2,972	36,260	56,342	46,426	9,916	803,400
Total Cost of Goods	6,651	4,965	(1,686)	14,751	22,109	16,559	(5,550)	263,400
Total Expense	30,066	25,291	(4,775)	79,460	93,922	89,105	(4,817)	495,222
Net Income	(19,942)	(16,453)	(3,489)	(57,951)	(59,688)	(59,238)	(450)	44,778
Turf Maintenance								
Total Income	1,250	1,500	(250)	1,500	1,250	1,500	(250)	21,250
Total Expense	88,243	86,560	(1,683)	248,837	234,293	233,774	(519)	1,073,271
Net Income	(86,993)	(85,060)	1,433	(247,337)	(233,043)	(232,274)	(769)	(1,052,021)
Total Golf Course								
Total Income	120,855	78,903	41,952	99,029	162,518	111,784	50,734	3,456,950
Total Cost of Goods	8,586	5,172	(3,414)	17,037	25,702	16,944	(8,758)	479,873
Total Expense	142,628	136,586	(6,042)	394,368	398,206	392,170	(6,036)	2,349,165
Net Income	(30,359)	(62,855)	32,496	(312,376)	(261,390)	(297,330)	35,940	627,912
Total Parks & Recreation								
Total Income	552,903	422,531	130,372	1,695,178	1,803,247	1,708,258	94,989	4,555,255
Total Cost of Goods	2,680	1,975	(705)	6,877	9,403	6,873	(2,530)	19,000
Total Expense	313,654	299,287	(14,367)	949,158	1,046,072	1,000,458	(45,614)	3,967,125
Net Income	236,569	121,269	115,300	739,143	747,771	700,927	46,844	569,130
Total Foundry								
Total Income	205,809	182,163	23,646	469,973	515,794	461,683	54,111	1,546,250
Total Cost of Goods	34,117	36,006	1,889	76,941	80,363	87,505	7,142	339,280
Total Expense	81,465	75,076	(6,389)	227,912	256,256	235,664	(20,592)	1,120,738
Net Income	90,227	71,081	19,146	165,120	179,175	138,514	40,661	86,232
Debt Service								
Total Income	137,037	80,653	56,384	532,710	525,847	534,844	(8,997)	1,261,295
Total Expense	6,852	4,032	(2,820)	26,636	26,293	26,742	449	1,260,855
Net Income	130,185	76,621	53,564	506,074	499,554	508,102	(8,548)	440
Total Conservation Trust								
Total Income	11,406	9,101	2,305	9,306	11,407	9,103	2,304	35,025
Total Expense	0	0	0	0	0	0	0	0
Net Income	11,406	9,101	2,305	9,306	11,407	9,103	2,304	35,025
Total District Wide								
Total Income	1,028,010	773,351	254,659	2,806,195	3,018,813	2,825,672	193,141	10,854,775
Total Cost of Goods	45,383	43,153	(2,230)	100,855	115,468	111,322	(4,146)	838,153
Total Expense	544,599	514,981	(29,618)	1,598,073	1,726,827	1,655,034	(71,793)	8,697,883
Net Income	438,028	215,217	222,811	1,107,267	1,176,518	1,059,316	117,202	1,318,739
Capital Expenditures								
Total Income	4,700	0	4,700	0	4,700	0	4,700	0
Total Expense	23,543	23,543	0	216,175	46,557	46,557	0	1,041,703
Net Income	(18,843)	(23,543)	4,700	(216,175)	(41,857)	(46,557)	4,700	(1,041,703)

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

March 31, 2026	Current Period			2025 YTD	Year to date			2026
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	BUDGET
Ordinary Income/Expense								
Income								
3010 Club Rental Income	0	0	0	0	0	0	0	30,500
3011 Bowling Sales	62,783	67,800	(5,017)	166,247	164,621	163,100	1,521	430,000
3020 Conservation Trust income	11,406	9,100	2,306	9,303	11,406	9,100	2,306	35,000
3031 Memberships	52,143	43,875	8,268	235,298	261,295	227,650	33,645	720,000
3032 Punch Cards	13,881	13,650	231	65,900	70,440	60,900	9,540	160,000
3033 Daily Admissions	51,263	53,600	(2,337)	137,237	141,557	131,325	10,232	379,000
3034 Gymnastics Programs	29,689	16,400	13,289	46,403	61,479	48,275	13,204	145,000
3034-1 CARA Meet Host Income	0	0	0	0	0	0	0	5,500
3035 Aquatic Programs	6,673	8,450	(1,777)	15,301	14,114	17,950	(3,836)	45,000
3036-1 Fitness Memberships	1,965	1,500	465	0	7,106	5,800	1,306	15,000
3036 Fitness Programs	4,818	5,400	(582)	27,508	30,747	23,000	7,747	85,000
3037 Child Care	35	325	(290)	0	359	850	(491)	4,000
3038 Vending / Arcade	6,366	6,000	366	17,154	15,999	15,500	499	45,000
3039 Climbing Wall	1,246	1,300	(54)	2,593	3,449	3,300	149	9,500
3040 Retail Sales	3,145	3,000	145	10,023	10,285	9,550	735	24,000
3041 Concessions	18,580	14,000	4,580	34,498	43,225	35,900	7,325	151,000
3043 Movie Sales	38,559	27,300	11,259	51,733	72,539	61,400	11,139	285,000
3045 Lesson Revenue	0	0	0	0	0	0	0	2,000
3050 Driving Range Income	7,058	3,000	4,058	3,550	7,058	3,000	4,058	133,000
3060 Food	42,395	37,100	5,295	92,456	116,762	98,600	18,162	635,000
3070 Food Discounts	(1,069)	(784)	(285)	(1,155)	(3,687)	(2,550)	(1,137)	(30,000)
3080 Program Fees-Adult / Teen	2,631	2,700	(70)	12,417	12,349	12,450	(102)	37,600
3085 Program Fees-Youth	18,399	16,175	2,224	67,423	40,066	26,075	13,991	122,000
3086 Youth Specialty Programs	85,808	72,075	13,733	78,545	97,055	77,900	19,155	105,000
3090 Golf Cart Rentals	24,000	12,800	11,200	12,800	24,000	12,800	11,200	475,000
3100 Greens Fees Income	0	0	0	0	0	0	0	1,225,000
3101 Advance Booking Fee	2,110	4,500	(2,390)	0	2,110	4,500	(2,390)	33,000
3110 Interest Income	9,747	7,406	2,341	23,027	26,823	19,750	7,073	105,025
3111 Interest Income County	66	269	(203)	48	66	269	(203)	5,700
3123 Special Events Income	140	350	(210)	2,920	3,405	3,200	205	5,550
3124 Sponsorships	3,500	3,600	(100)	12,345	10,910	11,700	(790)	56,000
3130 Beverage	44,337	37,400	6,937	118,422	129,388	106,580	22,808	745,000
3131 Beverage Discounts	(341)	(228)	(113)	(1,122)	(1,366)	(855)	(511)	(29,000)
3160 Season Pass Income	53,271	34,000	19,271	34,225	53,271	34,000	19,271	225,000
3165 Resident ID Cards Income	14,987	9,000	5,987	8,507	14,987	9,000	5,987	137,000
3168 Merchandise Sales	203	300	(97)	564	1,983	558	1,425	267,000
3169 Rental Club Sales	1,200	0	1,200	1,350	1,200	0	1,200	24,000
3171 Tee Sign Revenue	1,250	1,500	(250)	1,500	1,250	1,500	(250)	6,000
3172 Facility Rental Fees	22,001	12,950	9,051	34,336	46,060	34,250	11,810	123,500
3173 Skate Rentals	3,800	2,500	1,300	6,128	11,028	6,000	5,028	14,500
3180 Property Tax Income-Current	211,436	124,420	87,016	770,773	810,940	825,248	(14,308)	1,942,816
3181 Property Tax-Delinquent	(295)	0	(295)	1	(295)	0	(295)	0
3182 Property Tax Income Debt	137,127	80,634	56,493	532,691	525,936	534,825	(8,889)	1,259,095
3200 Specific Ownership Taxes	10,173	15,000	(4,827)	40,263	39,115	40,200	(1,085)	164,000
3205 Tournaments & Leagues - Adult	5,725	10,000	(4,275)	37,368	40,245	40,300	(55)	215,000
3206 Tournaments & Leagues - Youth	1,095	500	595	4,295	4,565	4,400	165	17,000
3300 Events	0	0	0	0	0	0	0	1,000

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

March 31, 2026	Current Period			2025 YTD	Year to date			2026
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	BUDGET
3370 Grounds Maintenance Income	0	0	0	0	0	0	0	7,250
Total Income	1,003,305	758,867	244,438	2,712,875	2,923,845	2,717,300	206,545	10,597,536
Cost of Goods Sold								
4010 Cost of Food	15,534	14,380	(1,154)	34,430	43,564	37,944	(5,620)	236,400
4030 Cost of Beverages	8,591	9,350	759	31,205	28,288	26,645	(1,643)	186,250
6425 Merchandise	2,090	1,832	(258)	5,613	7,434	5,558	(1,876)	196,473
6426 Cost of Movies	13,520	13,650	130	19,431	22,831	30,700	7,869	142,500
6427 Cost of Concessions	3,930	3,941	11	8,600	11,633	10,475	(1,158)	43,530
6560 Rental Supplies	1,719	0	(1,719)	1,575	1,719	0	(1,719)	33,000
Total COGS	45,383	43,153	(2,230)	100,855	115,468	111,322	(4,146)	838,153
Gross Profit	957,922	715,714	242,208	2,612,020	2,808,376	2,605,978	202,398	9,759,383
Expense								
5010 Salaries	128,909	123,361	(5,548)	386,515	429,561	424,741	(4,820)	1,550,000
5020 Wages	122,029	119,317	(2,712)	387,584	444,234	409,755	(34,479)	2,196,000
5024 Retirement Contributions	14,280	15,432	1,152	43,846	49,678	54,381	4,703	226,070
5025 Contract Labor	9,145	8,583	(562)	17,409	26,530	25,753	(777)	132,100
5030 Health Insurance	32,962	32,106	(856)	83,142	96,461	96,288	(173)	387,479
5040 Medicare Tax	3,912	3,842	(70)	11,993	13,624	12,972	(652)	58,415
5050 Unemployment Tax	540	530	(10)	1,654	1,879	1,785	(94)	8,059
5060 Worker's Compensation	5,476	5,475	(1)	16,945	15,053	16,435	1,382	65,710
6000 Accounting Fees	0	0	0	0	0	0	0	17,500
6010 Adult Program Supplies	0	0	0	2,908	702	700	(2)	6,000
6020 Advertising & Promotion	6,923	4,150	(2,773)	21,796	23,624	17,392	(6,232)	50,200
6035 Aquatics	107	100	(7)	395	253	310	57	3,500
6040 Automobile Mileage	0	125	125	352	404	495	91	2,050
6070 Board/Staff Development	3,405	3,200	(205)	4,908	5,768	5,600	(168)	13,000
6080 Cart Paths	0	0	0	0	0	0	0	3,000
6090 Cash (Over)/Short	(203)	0	203	1,479	(307)	0	307	0
6110 Cleaning Supplies	649	1,117	468	7,978	7,625	7,452	(173)	30,800
6120 Climbing Wall Supplies	0	0	0	7	39	0	(39)	250
6130 Center Landscaping	135	0	(135)	0	135	0	(135)	27,400
6131 Community Gardens	0	0	0	0	0	250	250	4,500
6140 Computer Expense / Support	7,554	6,860	(694)	31,598	43,836	40,541	(3,295)	91,825
6150 Consulting Fees	250	250	0	1,441	750	750	0	34,000
6180 Credit Card Fees	19,245	13,319	(5,926)	33,448	40,661	35,606	(5,055)	195,450
6200 Driving Range Supplies	0	0	0	0	0	0	0	10,000
6210 Dues, Licenses & Certifications	1,774	1,700	(74)	12,999	12,288	12,294	6	26,300
6220 Election Supplies	0	0	0	44	0	0	0	0
6240 Equipment Rental	216	326	110	11,950	768	978	210	33,900
6250 Equipment Repairs & Parts	28,642	25,200	(3,442)	28,739	36,923	30,650	(6,273)	64,300
6265 Equipment Lease	0	0	0	0	0	0	0	7,100
6273 Field Trips-Youth	412	400	(12)	1,644	7,231	1,550	(5,681)	8,500
6274 Field Trips-Adult / Teen	0	0	0	0	0	0	0	1,200
6295 Fitness	0	0	0	5,287	854	800	(54)	5,000
6310 Fuel & Oil	1,638	2,000	362	5,327	3,618	4,000	382	43,500
6315 Golf Car Lease	0	0	0	0	0	0	0	190,568
6333 Gymnastics	1,125	1,575	450	1,744	1,125	1,575	450	14,000
6350 Irrigation Supplies / Pumphouse	17,183	17,000	(183)	16,573	17,183	17,000	(183)	28,000

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

March 31, 2026	Current Period			2025 YTD Actual	Year to date			2026 BUDGET
	Actual	Budget	Variance		Actual	Budget	Variance	
6354 Laundry	1,392	900	(492)	2,944	4,178	2,770	(1,408)	15,700
6355 League & Tournament Supplies	0	0	0	321	450	353	(97)	13,000
6360 Legal Fees	873	110	(763)	1,656	2,420	1,050	(1,370)	12,500
6365 Lesson	0	0	0	0	0	0	0	500
6370 Liability Insurance	11,391	11,098	(293)	30,141	33,586	33,287	(299)	133,167
6400 Maintenance Agreements	3,020	5,610	2,590	27,536	19,922	27,140	7,219	69,750
6405 Maintenance & Repair	7,368	9,900	2,532	32,811	30,825	31,292	467	170,000
6410 Maint. Supplies/Tools	4,282	4,300	18	15,327	14,015	14,323	308	71,300
6420 Meals	40	50	10	1,241	1,154	1,175	21	10,150
6450 Equipment Expense / Furniture	3,003	2,758	(245)	7,282	5,437	5,207	(230)	23,500
6480 Operating Supplies	3,973	4,400	427	11,339	12,797	12,212	(585)	38,750
6485 Paper Goods / Supplies	982	1,350	368	6,844	5,154	5,430	276	34,500
6510 Pest Control	0	0	0	0	0	0	0	8,000
6518 Pool Chemicals	5,837	6,050	213	6,871	11,317	11,400	83	35,500
6561 Payroll Expenses	1,684	1,720	36	7,390	7,374	6,069	(1,305)	25,000
6580 Sand	0	0	0	0	1,176	0	(1,176)	20,000
6585 Satellite TV / Music	845	910	65	3,248	3,055	3,215	160	11,575
6590 Schools & Seminars	3,267	3,000	(267)	9,946	10,104	9,908	(196)	37,700
6600 Security Systems	189	192	3	568	568	576	8	2,700
6610 Seed & Chemicals	17,801	17,500	(301)	68,914	64,383	64,075	(308)	132,000
6630 Signage	0	0	0	161	153	150	(3)	2,500
6631 Special Events	356	400	44	1,234	1,718	1,800	82	3,500
6632 Smallwares	8	0	(8)	1,164	889	728	(161)	4,500
6634 Spoilage	0	0	0	0	0	0	0	0
6635 Rec Camp Supplies	226	225	(1)	938	640	635	(5)	6,000
6650 Telephone	3,222	2,967	(255)	9,796	9,440	8,868	(572)	37,200
6660 Toilet Rental & Supplies	0	0	0	80	0	0	0	4,000
6680 Transportation	0	0	0	50	0	0	0	7,775
6690 Trash Removal	1,816	1,770	(46)	5,876	6,183	6,150	(33)	23,250
6710 Uniforms	1,404	5,050	3,646	9,748	6,315	10,123	3,808	18,450
6715 Utilities	40,246	33,350	(6,896)	94,584	104,288	91,468	(12,820)	359,000
6720 Vehicle Maintenance	84	0	(84)	3,353	2,488	575	(1,913)	14,500
6730 Youth Program Supplies	2,305	230	(2,075)	763	2,375	300	(2,075)	6,800
6735 Volunteer & Employee Support	0	0	0	274	142	150	8	7,000
6740 Water System Maintenance	4,028	4,200	172	10,450	8,721	8,772	51	45,000
Total Expense	525,949	504,008	(21,941)	1,512,551	1,651,767	1,579,254	(72,513)	6,940,443
Net Ordinary Income	431,973	211,706	220,267	1,099,469	1,156,609	1,026,724	129,885	2,818,940
Other Income/Expense								
Other Income								
3210-1 Grant Income	0	0	0	700	0	0	0	600
3122 Grand Classic Revenue	0	0	0	0	0	0	0	15,000
3183 Property Tax Income O&M	24,647	14,402	10,245	89,849	94,531	108,126	(13,595)	224,889
3125 Fund Raising Income	0	0	0	0	0	0	0	8,750
3170-1 Misc. Income	58	82	(24)	2,772	438	246	192	8,000
Total Other Income	24,705	14,484	10,221	93,321	94,969	108,372	(13,403)	257,239
Other Expense								
6329-1 Grant Expense	0	0	0	0	0	0	0	600
6330 FVMRD Grants & Donations	0	0	0	8,000	1,000	500	(500)	10,500

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

March 31, 2026	Current Period			2025 YTD Actual	Year to date			2026 BUDGET
	Actual	Budget	Variance		Actual	Budget	Variance	
6283 Fund Raising Expenditure	0	0	0	5,355	0	0	0	8,750
9020 Interest - Bonds / COPs	0	0	0	0	0	0	0	643,350
9030 Agent Fees	0	0	0	2,500	2,500	2,500	0	2,900
9040 Principal - Bonds / COPs	0	0	0	0	0	0	0	920,000
9050 Treasurer's Fees	18,650	10,973	(7,677)	69,668	71,560	72,780	1,220	171,340
2502 Internal Funds Transfer	0	0	0	0	0	0	0	0
Total Other Expense	18,650	10,973	(7,677)	85,523	75,060	75,780	720	1,757,440
Net Other Income	6,055	3,511	2,544	7,798	19,910	32,592	(12,682)	(1,500,201)
Net Income	438,028	215,217	222,811	1,107,267	1,176,519	1,059,316	117,203	1,318,739

**Fraser Valley Metropolitan Recreation District
Pole Creek Golf Course**

March 31, 2026	Current Period			2025 YTD	Year to date			2026
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	Budget
Ordinary Income/Expense								
Income								
3010 · Club Rental Income	0	0	0	0	0	0	0	30,500
3045 · Lesson Revenue	0	0	0	0	0	0	0	2,000
3050 · Driving Range Income	7,058	3,000	4,058	3,550	7,058	3,000	4,058	133,000
3060 · Food	12,998	11,500	1,498	27,124	43,721	37,400	6,321	440,000
3070 · Food Discounts	(1,069)	(784)	(285)	(1,147)	(3,687)	(2,550)	(1,137)	(30,000)
3090 · Golf Cart Rentals	24,000	12,800	11,200	12,800	24,000	12,800	11,200	475,000
3100 · Greens Fees Income	0	0	0	0	0	0	0	1,225,000
3101 · Advance Booking Fee	2,110	4,500	(2,390)	0	2,110	4,500	(2,390)	33,000
3130 · Beverage	5,180	3,300	1,880	11,351	17,662	12,380	5,282	420,000
3131 · Beverage Discounts	(341)	(228)	(113)	(1,119)	(1,366)	(855)	(511)	(29,000)
3160 · Season Pass Income	53,271	34,000	19,271	34,225	53,271	34,000	19,271	225,000
3165 · Resident ID Cards Income	14,987	9,000	5,987	8,507	14,987	9,000	5,987	137,000
3168 · Merchandise Sales	203	300	(97)	564	1,983	558	1,425	267,000
3169 · Rental Club Sales	1,200	0	1,200	1,350	1,200	0	1,200	24,000
3171 · Tee Sign Revenue	1,250	1,500	(250)	1,500	1,250	1,500	(250)	6,000
3205 · Tournament Premiums	0	0	0	0	0	0	0	75,000
3300 · Events	0	0	0	0	0	0	0	1,000
3370 · Grounds Maintenance Income	0	0	0	0	0	0	0	7,250
Total Income	120,848	78,888	41,960	98,704	162,189	111,733	50,456	3,441,750
Cost of Goods Sold								
4010 · Cost of Food	5,002	4,140	(862)	10,360	16,772	13,464	(3,308)	158,400
4030 · Cost of Beverages	1,649	825	(824)	4,391	5,337	3,095	(2,242)	105,000
6425 · Merchandise	216	207	(9)	710	1,874	385	(1,489)	183,473
6560 · Rental Supplies	1,719	0	(1,719)	1,575	1,719	0	(1,719)	33,000
Total COGS	8,586	5,172	(3,414)	17,037	25,702	16,944	(8,758)	479,873
Gross Profit	112,262	73,716	38,546	81,668	136,488	94,789	41,699	2,961,877
Expense								
5010 · Salaries	31,500	31,557	57	109,106	110,290	110,458	168	410,250
5020 · Wages	14,377	13,250	(1,127)	43,264	50,425	48,215	(2,210)	760,000
5024 · Retirement Contributions	2,721	3,806	1,085	8,889	9,504	13,420	3,916	73,436
5030 · Health Insurance	7,276	7,277	2	19,451	21,827	21,822	(5)	87,315
5040 · Medicare Tax	726	650	(76)	2,337	2,532	2,304	(228)	19,203
5050 · Unemployment Tax	100	90	(10)	322	349	317	(32)	2,649
5060 · Worker's Compensation	2,391	2,391	(0)	7,599	5,411	7,175	1,764	28,694
6020 · Advertising	2,177	2,050	(127)	4,653	7,402	6,350	(1,052)	21,500
6040 · Automobile Mileage	0	0	0	122	231	200	(31)	550
6080 · Cart Paths	0	0	0	0	0	0	0	3,000
6090 · Cash (Over)/Short	(199)	0	199	0	(198)	0	198	0
6110 · Cleaning Supplies	108	100	(8)	510	549	559	10	5,000
6130 · Clubhouse Landscaping	135	0	(135)	0	135	0	(135)	25,000
6140 · Computer Expense / Support	2,144	2,690	546	4,708	7,834	8,186	352	24,050
6150 · Consulting Fees	0	0	0	0	0	0	0	1,000
6180 · Credit Card Fees	3,571	2,083	(1,488)	1,281	4,905	3,151	(1,754)	95,000
6200 · Driving Range Supplies	0	0	0	0	0	0	0	10,000
6210 · Dues, Licenses & Certification	0	0	0	1,815	2,041	2,041	0	4,900

**Fraser Valley Metropolitan Recreation District
Pole Creek Golf Course**

March 31, 2026	Current Period			2025 YTD	Year to date			2026
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	Budget
6240 · Equipment Rental	101	101	(0)	298	538	303	(235)	19,200
6250 · Equipment Repairs & Parts	19,200	15,800	(3,400)	20,594	23,766	20,325	(3,441)	37,000
6265 · Equipment Lease	0	0	0	0	0	0	0	7,100
6310 · Fuel & Oil	716	1,000	284	2,863	716	1,000	284	30,000
6315 · Golf Car Lease	0	0	0	0	0	0	0	190,568
6350 · Irrigation Supplies / Pumphous	17,183	17,000	(183)	16,573	17,183	17,000	(183)	25,000
6354 · Laundry	838	400	(438)	1,470	2,516	1,216	(1,300)	9,500
6360 · Legal Fees	873	110	(763)	1,056	1,660	900	(760)	2,500
6370 · Liability Insurance	3,521	3,521	0	9,301	10,563	10,561	(2)	42,250
6400 · Maintenance Agreements	273	400	127	1,793	2,795	2,950	155	11,250
6405 · Maintenance & Repair	0	0	0	7,209	1,879	1,940	61	23,000
6410 · Maint. Supplies/Tools	1,703	1,750	47	5,050	4,415	4,820	405	12,000
6420 · Meals	0	0	0	1,003	927	950	23	2,000
6450 · Furntiure & Equipment	1,412	1,500	88	2,698	1,766	1,854	88	6,500
6480 · Operating Supplies	1,943	2,900	957	4,658	5,285	6,212	927	18,500
6485 · Paper/Plastic Goods	0	50	50	85	770	830	60	14,500
6510 · Pest Control	0	0	0	0	0	0	0	8,000
6561 · Payroll Expenses	123	120	(3)	350	506	369	(137)	5,500
6580 · Sand	0	0	0	0	1,176	0	(1,176)	20,000
6585 · Satellite TV / Music	315	315	0	1,073	1,041	1,095	54	4,100
6590 · Schools & Seminars	120	0	(120)	6,501	5,147	4,968	(179)	12,750
6600 · Security Systems	73	75	2	218	218	225	7	900
6610 · Seeds, Chems & Fertilizer	14,547	14,500	(47)	68,914	61,129	61,075	(54)	120,000
6630 · Signage	0	0	0	161	0	0	0	500
6632 · Smallwares	0	0	0	384	240	228	(12)	3,000
6634 · Spoilage	0	0	0	0	0	0	0	0
6650 · Telephone	981	884	(97)	3,659	2,789	2,652	(137)	11,000
6660 · Toilet Rental & Supplies	0	0	0	80	0	0	0	500
6690 · Trash Removal	555	466	(89)	972	1,670	1,486	(184)	6,000
6710 · Uniforms	2,148	2,250	102	4,722	4,667	4,823	156	11,000
6715 · Utilities	5,871	4,300	(1,571)	14,157	15,780	14,268	(1,512)	81,500
6720 · Vehicle Maintenance	0	0	0	1,727	121	150	29	2,000
6735 · Employee / Vol Support	0	0	0	47	0	0	0	2,000
6740 · Water System Maintenance	3,106	3,200	94	7,342	5,707	5,772	65	30,000
Total Expense	142,628	136,586	(6,042)	389,013	398,206	392,170	(6,036)	2,341,165
Net Ordinary Income	(30,366)	(62,870)	32,504	(307,345)	(261,718)	(297,381)	35,663	620,712
Other Income/Expense								
Other Income								
3170-1 · Misc. Income	7	15	(8)	324	328	51	277	7,200
3125 · Fund Raising Income	0	0	0	0	0	0	0	8,000
Total Other Income	7	15	(8)	324	328	51	277	15,200
Other Expense								
6283 · Fund Raising Expenditure	0	0	0	5,355	0	0	0	8,000
Total Oter Expense	0	0	0	5,355	0	0	0	8,000
Net Other Income	7	15	(8)	(5,030)	328	51	277	7,200
Net Income	(30,359)	(62,855)	32,496	(312,376)	(261,390)	(297,330)	35,940	627,912

**Fraser Valley Metropolitan Recreation District
Parks and Recreation Combined**

March 31, 2026	Current Period			2025 YTD	Year to date			2026
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	Budget
Ordinary Income/Expense								
Income								
3031 Memberships	52,143	43,875	8,268	235,298	261,295	227,650	33,645	720,000
3032 Punch Cards	13,881	13,650	231	65,900	70,440	60,900	9,540	160,000
3033 Daily Admissions	51,263	53,600	(2,337)	137,237	141,557	131,325	10,232	379,000
3034 Gymnastics Programs	29,689	16,400	13,289	46,403	61,479	48,275	13,204	145,000
3034-1 CARA Meet Host Income	0	0	0	0	0	0	0	5,500
3035 Aquatic Programs	6,673	8,450	(1,777)	15,301	14,114	17,950	(3,836)	45,000
3036 Fitness Programs	4,818	5,400	(582)	27,508	30,747	23,000	7,747	85,000
3036-1 Fitness Memberships	1,965	1,500	465	0	7,106	5,800	1,306	15,000
3037 Child Care	35	325	(290)	0	359	850	(491)	4,000
3038 Vending / Arcade	0	0	0	1,319	0	0	0	2,500
3039 Climbing Wall	1,246	1,300	(54)	2,593	3,449	3,300	149	9,500
3040 Retail Sales	3,145	3,000	145	10,023	10,285	9,550	735	24,000
3041 Concessions	903	700	203	3,328	4,870	3,400	1,470	12,000
3080 Program Fees-Adult / Teen	2,631	2,700	(70)	12,417	12,349	12,450	(102)	37,600
3085 Program Fees-Youth	18,399	16,175	2,224	67,423	40,066	26,075	13,991	122,000
3086 Youth Specialty Programs	85,808	72,075	13,733	78,545	97,055	77,900	19,155	105,000
3110 Interest Income	9,747	7,405	2,342	23,024	26,821	19,747	7,074	105,000
3111 Interest Income County	42	250	(208)	29	42	250	(208)	3,500
3123 Special Events Income	140	350	(210)	2,920	3,405	3,200	205	5,550
3124 Sponsorships	0	0	0	1,425	1,650	800	850	14,000
3172 Facility Rental Fees	14,900	8,550	6,350	22,089	32,663	24,350	8,313	78,500
3173 Skate Rentals	3,800	2,500	1,300	6,128	11,028	6,000	5,028	14,500
3180 Property Tax Income-Current	211,436	124,420	87,016	770,773	810,940	825,248	(14,308)	1,942,816
3181 Property Tax-Delinquent	(181)	0	(181)	1	(181)	0	(181)	0
3200 Specific Ownership Taxes	10,173	15,000	(4,827)	40,263	39,115	40,200	(1,085)	164,000
3205 Tournaments & Leagues - Adult	4,505	10,000	(5,495)	28,368	23,505	27,500	(3,995)	98,000
3206 Tournaments & Leagues - Youth	1,095	500	595	4,295	4,565	4,400	165	17,000
Total Income	528,255	408,125	120,130	1,602,610	1,708,723	1,600,120	108,603	4,313,966
Cost of Goods Sold								
6425 Merchandise	1,873	1,625	(248)	4,903	5,560	5,173	(387)	13,000
6427 Cost of Concessions	807	350	(457)	1,975	3,843	1,700	(2,143)	6,000
Total COGS	2,680	1,975	(705)	6,877	9,403	6,873	(2,530)	19,000
Gross Profit	525,574	406,150	119,424	1,595,733	1,699,319	1,593,247	106,072	4,294,966
Expense								
5010 Salaries	85,048	79,650	(5,398)	252,640	281,218	271,746	(9,472)	981,750
5020 Wages	79,102	80,298	1,196	244,162	288,595	271,346	(17,249)	1,101,000
5024 Retirement Contributions	9,457	9,784	327	28,564	32,790	34,216	1,426	129,328
5025 Contract Labor	9,145	8,583	(562)	17,409	26,530	25,753	(777)	132,100
5030 Health Insurance	21,607	21,204	(403)	57,226	63,301	63,590	289	256,663
5040 Medicare Tax	2,374	2,480	106	7,185	8,237	8,060	(177)	30,200
5050 Unemployment Tax	327	342	15	991	1,136	1,109	(27)	4,167
5060 Worker's Compensation	2,819	2,819	(0)	8,514	8,690	8,461	(229)	33,832
6000 Accounting Fees	0	0	0	0	0	0	0	17,500
6010 Adult Program Supplies	0	0	0	2,908	702	700	(2)	6,000
6020 Advertising & Promotion	4,746	2,100	(2,646)	11,706	11,630	8,942	(2,688)	19,700

**Fraser Valley Metropolitan Recreation District
Parks and Recreation Combined**

March 31, 2026	Current Period			2025 YTD	Year to date			2026
	Actual	Budget	Variance	Actual	Actual	Budget	Variance	Budget
6035 Aquatics	107	100	(7)	395	253	310	57	3,500
6040 Automobile Mileage	0	125	125	230	173	295	122	1,500
6070 Board/Staff Development	3,405	3,200	(205)	4,908	5,768	5,600	(168)	13,000
6090 Cash (Over)/Short	(146)	0	146	(249)	(378)	0	378	0
6110 Cleaning Supplies	168	667	499	4,422	3,998	4,468	470	16,300
6120 Climbing Wall Supplies	0	0	0	7	39	0	(39)	250
6130 Center Landscaping	0	0	0	0	0	0	0	2,400
6131 Community Gardens	0	0	0	0	0	250	250	4,500
6140 Computer Expense / Support	4,444	3,170	(1,274)	24,109	32,401	29,350	(3,051)	53,775
6150 Consulting Fees	0	0	0	691	0	0	0	30,000
6180 Credit Card Fees	6,630	5,371	(1,259)	16,242	17,072	16,136	(936)	48,450
6210 Dues, Licenses & Certifications	1,564	1,450	(114)	9,134	8,116	7,853	(263)	18,700
6220 Election Supplies	0	0	0	44	0	0	0	0
6240 Equipment Rental	0	0	0	11,000	0	0	0	12,000
6250 Equipment Repairs & Parts	861	900	39	1,521	1,069	1,100	31	10,300
6265 Equipment Lease	0	0	0	0	0	0	0	0
6273 Field Trips-Youth	412	400	(12)	1,644	7,231	1,550	(5,681)	8,500
6274 Field Trips-Adult / Teen	0	0	0	0	0	0	0	1,200
6295 Fitness	0	0	0	5,287	854	800	(54)	5,000
6310 Fuel & Oil	922	1,000	78	2,464	2,903	3,000	97	13,500
6333 Gymnastics	1,125	1,575	450	1,744	1,125	1,575	450	14,000
6350 Irrigation Supplies / Pumphouse	0	0	0	0	0	0	0	3,000
6355 League & Tournament Supplies	0	0	0	321	450	353	(97)	13,000
6360 Legal Fees	0	0	0	600	760	150	(610)	10,000
6370 Liability Insurance	6,847	6,553	(294)	18,029	19,952	19,655	(297)	78,630
6400 Maintenance Agreements	1,680	3,500	1,820	18,818	12,193	17,060	4,867	41,500
6405 Maintenance & Repair	5,994	8,500	2,506	21,048	25,397	27,952	2,555	137,000
6410 Maint. Supplies/Tools	2,546	2,550	4	8,615	9,064	9,103	39	55,800
6420 Meals	40	50	10	238	227	225	(2)	7,550
6450 Equipment Expense / Furniture	1,591	1,258	(333)	4,584	3,671	3,353	(318)	15,000
6480 Operating Supplies	1,086	600	(486)	3,388	3,537	2,300	(1,237)	12,250
6485 Paper Goods / Supplies	388	700	312	2,223	995	1,400	405	8,500
6518 Pool Chemicals	5,837	6,050	213	6,871	11,317	11,400	83	35,500
6561 Payroll Expenses	1,372	1,400	28	7,040	6,026	5,000	(1,026)	17,000
6585 Satellite TV / Music	250	300	50	998	1,302	1,100	(202)	3,800
6590 Schools & Seminars	1,586	1,500	(86)	3,445	3,396	3,440	44	22,450
6600 Security Systems	117	117	0	350	350	351	1	1,400
6610 Seed & Chemicals	3,254	3,000	(254)	0	3,254	3,000	(254)	12,000
6630 Signage	0	0	0	0	153	150	(3)	2,000
6631 Special Events	356	400	44	1,234	1,718	1,800	82	3,500
6635 Rec Camp Supplies	226	225	(1)	938	640	635	(5)	6,000
6650 Telephone	1,910	1,791	(119)	5,358	5,662	5,344	(318)	22,700
6660 Toilet Rental & Supplies	0	0	0	0	0	0	0	3,500
6680 Transportation	0	0	0	50	0	0	0	7,775
6690 Trash Removal	589	604	15	1,503	1,691	1,814	123	7,250
6710 Uniforms	(744)	2,800	3,544	5,026	1,648	5,300	3,652	5,950
6715 Utilities	29,502	24,000	(5,502)	66,328	74,553	62,450	(12,103)	232,500

**Fraser Valley Metropolitan Recreation District
Parks and Recreation Combined**

March 31, 2026	Current Period			2025 YTD Actual	Year to date			2026 Budget
	Actual	Budget	Variance		Actual	Budget	Variance	
6720 Vehicle Maintenance	84	0	(84)	1,626	2,366	425	(1,941)	12,500
6730 Youth Program Supplies	2,305	230	(2,075)	763	2,375	300	(2,075)	6,800
6735 Volunteer & Employee Support	0	0	0	227	142	150	8	4,250
6740 Water System Maintenance	922	1,000	78	3,108	3,014	3,000	(14)	15,000
Total Expense	301,856	292,346	(9,510)	897,625	999,306	953,420	(45,886)	3,773,220
Net Ordinary Income	223,718	113,804	109,914	698,108	700,014	639,827	60,187	521,746
Other Income/Expense								
Other Income								
3122 Grand Classic Revenue	0	0	0	0	0	0	0	15,000
3125 Fund Raising Income	0	0	0	0	0	0	0	750
3170-1 Misc. Income	1	4	(3)	2,019	(7)	12	(20)	50
3183 Property Tax Income O&M	24,647	14,402	10,245	89,849	94,531	108,126	(13,595)	224,889
3210-1 Grant Income	0	0	0	700	0	0	0	600
Total Other Income	24,648	14,406	10,242	92,568	94,524	108,138	(13,615)	241,289
Other Expense								
6329-1 Grant Expense	0	0	0	0	0	0	0	600
6330 FVMRD Grants & Donations	0	0	0	8,000	1,000	500	(500)	10,500
6283 Fund Raising Expenditure	0	0	0	0	0	0	0	750
9020 Interest - Bonds / COPs	0	0	0	0	0	0	0	54,170
9030 Agent Fees	0	0	0	500	500	500	0	500
9040 Principal - Bonds / COPs	0	0	0	0	0	0	0	19,000
9050 Treasurer's Fees	11,798	6,941	(4,857)	43,033	45,267	46,038	771	108,385
Total Other Expense	11,798	6,941	(4,857)	51,533	46,767	47,038	271	193,905
Net Other Income	12,850	7,465	5,385	41,035	47,757	61,100	(13,343)	47,384
Net Income	236,569	121,269	115,300	739,143	747,771	700,927	46,844	569,130

**Fraser Valley Metropolitan Recreation District
Foundry**

March 31, 2026	Current Period			2025 YTD	Year to date			2026 Budget
	Actual	Budget	Variance		Actual	Budget	Variance	
Ordinary Income/Expense								
Income								
3011 Bowling Sales	62,783	67,800	(5,017)	166,247	164,621	163,100	1,521	430,000
3038 Vending / Arcade	6,366	6,000	366	15,835	15,999	15,500	499	42,500
3041 Concessions	17,677	13,300	4,377	31,170	38,355	32,500	5,855	139,000
3043 Movie Sales	38,559	27,300	11,259	51,733	72,539	61,400	11,139	285,000
3060 Food	29,397	25,600	3,797	65,332	73,041	61,200	11,841	195,000
3070 Food Discounts	0	0	0	(8)	0	0	0	0
3124 Sponsorships	3,500	3,600	(100)	10,920	9,260	10,900	(1,640)	42,000
3130 Beverage	39,157	34,100	5,057	107,071	111,726	94,200	17,526	325,000
3131 Beverage Discounts	0	0	0	(3)	0	0	0	0
3172 Facility Rental Fees	7,101	4,400	2,701	12,247	13,397	9,900	3,497	45,000
3205 Tournaments & Leagues - Adult	1,220	0	1,220	9,000	16,740	12,800	3,940	42,000
Total Income	205,760	182,100	23,660	469,544	515,678	461,500	54,178	1,545,500
Cost of Goods Sold								
4010 Cost of Food	10,532	10,240	(292)	24,070	26,793	24,480	(2,313)	78,000
4030 Cost of Beverages	6,942	8,525	1,583	26,814	22,950	23,550	600	81,250
6426 Cost of Movies	13,520	13,650	130	19,431	22,831	30,700	7,869	142,500
6427 Cost of Concessions	3,123	3,591	468	6,626	7,790	8,775	985	37,530
Total COGS	34,117	36,006	1,889	76,941	80,363	87,505	7,142	339,280
Gross Profit	171,643	146,094	25,549	392,604	435,315	373,995	61,320	1,206,220
Expense								
5010 Salaries	12,361	12,154	(207)	24,769	38,053	42,537	4,484	158,000
5020 Wages	28,549	25,769	(2,780)	100,158	105,215	90,194	(15,021)	335,000
5024 Retirement Contributions	2,101	1,842	(259)	6,393	7,383	6,745	(638)	23,306
5030 Health Insurance	4,080	3,625	(455)	6,465	11,334	10,876	(458)	43,501
5040 Medicare Tax	813	712	(101)	2,472	2,855	2,608	(247)	9,012
5050 Unemployment Tax	112	98	(14)	341	394	359	(35)	1,243
5060 Worker's Compensation	265	265	(0)	832	951	799	(152)	3,184
6020 Advertising & Promotion	0	0	0	5,437	4,592	2,100	(2,492)	9,000
6090 Cash (Over)/Short	141	0	(141)	1,728	269	0	(269)	0
6110 Cleaning Supplies	373	350	(23)	3,046	3,077	2,425	(652)	9,500
6140 Computer Expense / Support	966	1,000	34	2,780	3,601	3,005	(596)	14,000
6150 Consulting Fees	250	250	0	750	750	750	0	3,000
6180 Credit Card Fees	9,044	5,865	(3,179)	15,925	18,683	16,319	(2,364)	52,000
6210 Dues, Licenses & Certifications	210	250	40	2,050	2,131	2,400	269	2,700
6240 Equipment Rental	115	225	110	652	230	675	445	2,700
6250 Equipment Repairs & Parts	8,581	8,500	(81)	6,624	12,089	9,225	(2,864)	17,000
6354 Laundry	554	500	(54)	1,474	1,662	1,554	(108)	6,200
6360 Legal Fees	0	0	0	0	0	0	0	500
6370 Liability Insurance	1,024	1,024	0	2,812	3,072	3,071	(1)	12,287
6400 Maintenance Agreements	1,067	1,710	643	6,925	4,934	7,130	2,196	17,000
6405 Maintenance & Repair	1,375	1,400	25	4,553	3,549	1,400	(2,149)	10,000
6410 Maint. Supplies/Tools	33	0	(33)	1,662	535	400	(135)	3,500
6420 Meals	0	0	0	0	0	0	0	600
6450 Equipment Expense / Furniture	0	0	0	0	0	0	0	2,000
6480 Operating Supplies	944	900	(44)	3,293	3,975	3,700	(275)	8,000
6485 Paper Goods / Supplies	593	600	7	4,537	3,390	3,200	(190)	11,500
6561 Payroll Expenses	189	200	11	0	842	700	(142)	2,500
6585 Satellite TV / Music	280	295	15	1,177	713	1,020	307	3,675
6590 Schools & Seminars	1,561	1,500	(61)	0	1,561	1,500	(61)	2,500
6600 Security Systems	0	0	0	0	0	0	0	400
6632 Smallwares	8	0	(8)	780	649	500	(149)	1,500
6650 Telephone	330	292	(38)	778	990	872	(118)	3,500
6690 Trash Removal	672	700	28	3,401	2,822	2,850	28	10,000
6710 Uniforms	0	0	0	0	0	0	0	1,500
6715 Utilities	4,873	5,050	177	14,099	13,956	14,750	794	45,000
6735 Volunteer & Employee Support	0	0	0	0	0	0	0	750
Total Expense	81,465	75,076	(6,389)	225,912	254,256	233,664	(20,592)	826,058

**Fraser Valley Metropolitan Recreation District
Foundry**

March 31, 2026	Current Period			2025 YTD	Year to date			2026 Budet
	Actual	Budget	Variance		Actual	Budget	Variance	
Net Ordinary Income	90,178	71,018	19,160	166,691	181,059	140,331	40,728	380,162
Other Income/Expense								
Other Income								
3170-1 Misc. Income	50	63	(13)	429	116	183	(67)	750
Total Other Income	50	63	(13)	429	116	183	(67)	750
Other Expense								
9020 Interest - Bonds / COPs	0	0	0	0	0	0	0	216,680
9030 Agent Fees	0	0	0	2,000	2,000	2,000	0	2,000
9040 Principal - Bonds / COPs	0	0	0	0	0	0	0	76,000
Total Other Expense	0	0	0	2,000	2,000	2,000	0	294,680
Net Other Income	50	63	(13)	(1,571)	(1,884)	(1,817)	(67)	(293,930)
Net Income	90,227	71,081	19,146	165,120	179,175	138,514	40,661	86,232

**Fraser Valley Metropolitan Recreation District
Capital Expenditures**

March 31, 2026	Current Period			2025 YTD Actual	Year to date			2026 DRAFT
	Actual	Budget	Variance		Actual	Budget	Variance	
Income								
3210-1 Grant Income	4,700	0	4,700	0	4,700	0	4,700	0
Total Income	4,700	0	4,700	0	4,700	0	4,700	0
Gross Profit	4,700	0	4,700	0	4,700	0	4,700	0
Net Ordinary Income	4,700	0	4,700	0	4,700	0	4,700	0
Other Expense								
9079 Capital Expenditures - Foundry	0	0	0	15,115	0	0	0	90,000
9077 Capital Expenditure-Parks & Rec	23,543	23,543	0	117,607	46,557	46,557	0	469,520
8001 - Internal Funds Transfer	0	0	0	0	0	0	0	0
9078 Capital Expenditure-Golf Course	0	0	0	83,453	0	0	0	482,183
Total Other Expense	23,543	23,543	0	216,175	46,557	46,557	0	1,041,703
Net Other Income	(23,543)	(23,543)	0	(216,175)	(46,557)	(46,557)	0	(1,041,703)
Net Income	(18,843)	(23,543)	4,700	(216,175)	(41,857)	(46,557)	4,700	(1,041,703)
Net Income	0	0		0	0	0		0
Parks and Recreation	2026 Budget	Actual To Date	Pole Creek Golf Club	2026 Budget	Actual To Date	Foundry	2026 Budget	
2023 Pacifica Lease (new)	11,106	2,777	2022-Equip Lease (12391)	23,756				
Gen Rec Mini Bus Lease	6,161	3,080	2024-Equip Lease (12559)	20,725				
Parks 5-Year Lease - 2021 Bobcat	5,848	2,506	2025-Equip Lease	58,799				
2024-Equip Lease (12559) - Parks	17,655	20,755	2026-Equip Lease	75,778				
2026 Vehicle Lease - Maint	15,000							
Total Leases	55,770	29,118	Total Leases	179,058	-	Total Leases		
Lap Pool Boiler	35,000		Patio Furniture	7,000		Theater Seats	25,000	
BECS System Upgrade	17,000		Turf-Co CR-20 Hauler	50,000		Carpeting	15,000	
Pottery Kiln	17,450	17,439	Ridge Irrigation Design	15,000		Digital Marquee	35,000	
Land Acquisition @ FVSC	26,100		Cook & Hold Oven	7,000		Contingency	15,000	
Paving @ FVSC Parking Lot (phase 2)	211,000		Clubhouse Painting	30,000				
Olympia Ice Resurfacer	20,000		Parking Lot Re-Paving	174,125				
Sprinkler System - Natatorium (phase 2)	37,200		Contingency	20,000				
Contingency	50,000							
Capital Expenditures	413,750	17,439	Capital Expenditures	303,125	-	Capital Expenditures	90,000	
Capital Expenditures & Leases	469,520	46,557	Capital Expenditures & Leases	482,183	-	Capital Expenditures & Leases	90,000	
Source Funds	-	-	Source Funds	-	-	Source Funds	-	
Parks & Rec Total	469,520	46,557	PCGC Total	482,183	-	Foundry Total	90,000	

**Fraser Valley Metropolitan Recreation District
Debt Service**

March 31, 2026	Current Period			2025 YTD Actual	Year to date			2026 Budget
	Actual	Budget	Variance		Actual	Budget	Variance	
Ordinary Income/Expense								
Income								
3111 Interest Income County	24	19	5	18	24	19	5	2,200
3181 Property Tax-Delinquent	(114)	0	(114)	1	(114)	0	(114)	-
3182 Property Tax Income Debt	137,127	80,634	56,493	532,691	525,936	534,825	(8,889)	1,259,095
Total Income	137,037	80,653	56,384	532,710	525,847	534,844	(8,997)	1,261,295
Gross Profit	137,037	80,653	56,384	532,710	525,847	534,844	(8,997)	1,261,295
Net Ordinary Income	137,037	80,653	56,384	532,710	525,847	534,844	(8,997)	1,261,295
Other Income/Expense								
Other Expense	0	0	0	0	0	0	0	
9020 Interest - Bonds / COPs	0	0	0	0	0	0	0	372,500
9030 Agent Fees	0	0	0	0	0	0	0	400
9040 Principal - Bonds / COPs	0	0	0	0	0	0	0	825,000
9050 Treasurer's Fees	6,852	4,032	(2,820)	26,636	26,293	26,742	449	62,955
Total Other Expense	6,852	4,032	(2,820)	26,636	26,293	26,742	449	1,260,855
Net Income	130,185	76,621	59,205	506,074	499,554	508,102	(9,446)	440

**Fraser Valley Metropolitan Recreation District
CTF Funds**

March 31, 2026	Current Period			2025 YTD Actual	Year to date			2026 Budget
	Actual	Budget	Variance		Actual	Budget	Variance	
Ordinary Income/Expense								
Income								
3020 Conservation Trust income	11,406	9,100	2,306	9,303	11,406	9,100	2,306	35,000
3110 Interest Income	0	1	(1)	3	1	3	(2)	25
Total Income	11,406	9,101	2,305	9,306	11,407	9,103	2,304	35,025
Gross Profit	11,406	9,101	2,305	9,306	11,407	9,103	2,304	35,025
Net Ordinary Income	11,406	9,101	2,305	9,306	11,407	9,103	2,304	35,025
Other Income/Expense								
Other Income								
3210-1 Grant Income	0	0	0	0	0	0	0	
Total Other Income	0	0	0	0	0	0	0	0
Other Expense								
8001 Internal Funds Transfer	0	0	0	0	0	0	0	
9070 Capital Expenditures	0	0	0	0	0	0	0	
Total Other Expense	0	0	0	0	0	0	0	0
Net Other Income	0	0	0	0	0	0	0	0
Net Income	11,406	9,101	2,305	9,306	11,407	9,103	2,304	35,025
Capital Expenditures	2026 Budget	Actual To Date						
Capital Expenditures	-	-						



To: FVMRD Board of Directors
From: Pole Creek Golf Club
Date: April 22, 2026
Subject: Golf Department Report

Golf Shop

The clubhouse is slowly being put back together after the painting project, carpet cleaning, and re-staining the bar top. We are thrilled with the new paint colors; it was a much-needed update to the inside of the building. The new merchandise is getting inventoried and stickered, and I hope to have the shop set by Monday April 27th. Once the shop is set, we will begin to have regular golf shop hours for people to come purchase passes and check out our sale racks and new merchandise. The golf shop is fully staffed.

Pass sales continue to stay strong and ahead of 2025 numbers with 193 RID cards and 67 Season Passes sold in March 2026 compared to 119 RID cards and 40 Season Passes sold in March 2025. I believe this is due to a few factors including the bad snow year, the "Early Bird" pricing on RID cards that went up in price as of April 16th and the ability for season passholders to book tee times without paying the booking fee.

Tanner has finished interviews for cart staff and expects to be fully staffed once everyone is done with school for the year.

Turf Maintenance

Milling of the main parking lot has started. Once the asphalt plant fires up their operation Acord will pave and stripe the lot. We are all staffed up for the season with about 75% of those being returners. The crew that is here has been busy cleaning up the bunkers on the course.

Can anyone guess the number of bunkers on the course???

With soil temperatures not getting above 50 degrees until around 2 pm each day, the turf is still pretty much in a dormant state. Even being dormant we are starting to see the effects of the dry fall and little snow coverage this fall. There are a lot of thin areas out there from desiccation. Also, there are a bunch of areas where the soil has cracked from lack of moisture. Seven of our thirty greens have us a little worried, but they look better than they did a month ago. Hopefully the soil temps start rising and get some turf to come out of hibernation.

Bistro 28

As the winter season came to an end, we saw a strong turnout from locals taking advantage of the final weeks before closing. With Casey's weekly specials and a continued focus on consistency, we achieved a revenue increase of over 50% year-to-date. As always, Fish Fry Fridays remained a major draw, requiring additional staffing to meet demand. Overall, Bistro revenue has been strong, as result of our commitment to high-quality food, beverage offerings, and strong execution.

The Clubhouse painting project has now been completed, and carpet cleaning is scheduled for this week. We are actively hiring and interviewing for both Front and Back of House positions to prepare for the upcoming season. Additionally, our new Toast POS system has arrived, and we look forward to installing the hardware once dining room maintenance is complete.

Department Report

Highlight...



Gymnastics Easter Egg Hunt

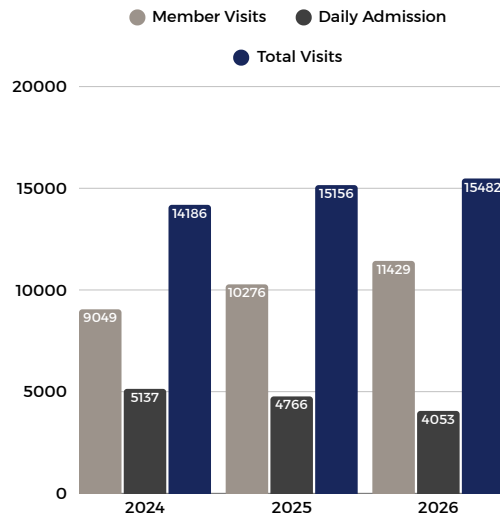
The Gymnastics Easter Egg Hunt welcomed 31 participants for a fun, family-friendly event held on Easter. The event brought together a mix of locals and visitors for a morning of egg hunting, prizes, and candy.

Thank you to everyone who contributed to making this event a success. It was great to see so many smiling faces.

GPCRC

- Three new front desk staff have been hired to support operations and coverage needs.
- The slide and climbing wall successfully passed annual state inspections.
- GPCRC will host a Vermont Systems (RecTrac) User Group Training on April 29 at the Foundry Cinema and Bowl.
- In March we saw a decrease in day pass visitors compared to typical Spring Break trends, possibly influenced by limited snowfall. Despite approximately 700 fewer day pass visits, overall visitation increased, driven by nearly 300 additional member visits compared to 2025.

GPCRC Member vs. Daily Visits
March



UPCOMING:

- 4/24 - Children's Fair
- 4/29 - Vermont Systems User Group Meeting
- 5/21 - Rec Camp: Summer - Parent Meeting
- 5/30 - Fraser Bike Park Grand Opening
- 6/4 - Last Day of School
- 6/8 - Summer Camps Begin
- 6/19-6/20 - Grand Classic Golf Tournament

AQUATICS

- April swim lessons nearly met capacity, with Minnows filling 3 of 4 time slots and the remaining slot down to one opening.
- Summer swim lesson registration opened March 30, including a new Parent & Tot offering. June session already has 5 enrolled.
- The Aquatics Coordinator, Hollen is working to streamline swim lesson enrollment and placement for families.
- Lifeguard certification courses are scheduled for May and June, with early interest and additional space available.
- CPR/AED/First Aid courses continue to be offered for both staff and the public.

FITNESS & GYMNASTICS

- Group Fitness recorded 722 participant visits in March, with Power Sculpt continuing as the top attended class. Participation is trending ahead of 2025, with expanded offerings increasing from 11 classes last year to 26 currently.
- Fitness Membership+ accounted for 362 class visits in March, showing continued use of the add on membership program.
- A new Running Club, led by Trainer Stacy Kempfer, begins May 4.
- Three new climbing wall volunteers have joined, with additional route setting planned for the summer.
- The gymnastics team is preparing for two upcoming meets in May.

GENERAL RECREATION

- Dance Recital will be held April 24 at Middle Park High School in partnership with Granby Recreation.
- Summer Camp planning is underway, with 5 new and 5 returning counselors hired. Registration is filling steadily, with several days already waitlisted.
- Staff are finalizing hiring for an Assistant Camp Director and have a strong pool of applicants.
- Camp training is being enhanced through a new partnership with Special Olympics to better support participants.

GENERAL RECREATION (CONT.)

- Fleet maintenance is in progress, with vehicles receiving inspections, service, and repairs.
- The Rec Foundation issued two new scholarships, with additional applications already received for the next deadline.
- Playful Penguins continues to expand, with additional daytime hours and positive feedback from patrons.
- Staff will represent the Rec Center at the Children's Fair on April 24 and support the Bike Park Grand Opening on May 30.

SPORTS COMPLEX

- FVMRD partnered with Happy Healthy Hockey to host an adult hockey tournament on March 27-28.
- The IceBox closed for the season on April 11, with refrigeration shut down on April 15 with no issues reported.
- Youth Volleyball concluded April 25 with 20 participants representing Fraser Valley; both teams finished undefeated.
- Summer specialty camps are filling quickly, with mountain bike camps full (waitlists in place), basketball nearly full, and strong enrollment in flag football and soccer.
- Youth Baseball registration is open with nearly 40 participants; practices begin in late April and early May.
- The Fraser Valley Sports Complex paving project is underway, with excavation starting and paving scheduled for early May.
- A new Olympia ice resurfacer is scheduled to arrive in early June, with the current unit being evaluated for sale.

MAINTENANCE

- The pool HVAC heating unit remains offline due to a potential exhaust issue; heat and humidity are currently managed through air recirculation. A heat exchanger furnace repair has been approved, with an estimated 3-4 month lead time.
- At the Foundry, estimates are being gathered for plumbing drain jetting; all lanes remain open.
- Deep cleaning of restrooms at Pole Creek is scheduled ahead of the golf course opening.



To: FVMRD Board of Directors
From: Brian Brigance
Division: Family Entertainment Division
Date: April 22, 2026
Subject: The Foundry Cinema & Bowl Department Report

Bowling

During Spring Break, we shifted our focus toward enhancing the guest experience rather than maximizing lane utilization. By building 10–15-minute buffers between reservations, we were better able to accommodate late arrivals and provide flexibility for guests needing a bit of extra time to finish their games. While this approach resulted in a slight decrease in bowling revenue, guest satisfaction was noticeably higher and guest-employee interactions were more positive.

Looking ahead, we will introduce twice-monthly Sunday 9-pin no-tap tournaments throughout the summer to drive engagement and repeat visits.

Cinema

Strong performance from major releases such as *Super Mario Galaxy* and *Project Hail Mary* drove record cinema sales for the month. Increased attendance also contributed to higher concessions as well as food and beverage revenue. Due to sustained demand, *Project Hail Mary* ran for five weeks and *Super Mario Galaxy* for four, both exceeding initial expectations.

Scott and I attended CinemaCon, the largest cinema industry convention, where we gained valuable insight into film releases over the next two years. The event also included an extensive trade show, providing opportunities to connect with both current and prospective vendors. We returned with a deeper understanding of industry trends and strengthened supplier relationships.

Food & Beverage

As we move into the early summer season, we will be refreshing our food and beverage menus with seasonal specials and new offerings to keep the experience dynamic. Performance in this area remains strong, supported by steady traffic from both bowling and cinema guests.

Sincerely,

Foundry Staff



To: FVMRD Board of Directors
From: Scott Ledin, Administration Division
Date: April 28, 2026
Subject: District Administration Department Report

Policies and Procedures Manual

Since the last Board meeting, staff has completed additional revisions to the Fraser Valley Metropolitan Recreation District Policy & Procedure Manual. This ongoing effort reflects a comprehensive review by the Administration Division to modernize, organize, and strengthen District policies in alignment with current operations, legal considerations, and industry best practices in parks and recreation management.

Consistent with Board direction, an attachment is included highlighting all new and revised policies to clearly identify recent updates and facilitate efficient review.

Community Needs Assessment

A draft Request for Proposals (RFP) for the Community Needs Assessment (CNA) is included for Board review and comment. The CNA will provide a comprehensive understanding of the parks, recreation, and golf-related needs, preferences, and behaviors of the Fraser Valley community.

Key project goals include:

- Evaluating and documenting existing assets, including parks, facilities, trails, open spaces, programs, and services
- Identifying community needs and service gaps in relation to current offerings and projected population trends
- Engaging residents and stakeholders through a variety of outreach methods
- Developing actionable recommendations related to programming, facility improvements, capital planning, partnerships, funding strategies, and service delivery
- Delivering a final report that includes findings, strategic recommendations, and a prioritized implementation framework

Town of Winter Park Urban Renewal Authority (WPURA)

The WPURA continues to advance Tax Increment Revenue Agreements (TIRA) with participating taxing entities. At its April 21 meeting, WPURA approved full revenue-sharing agreements with the Grand County Library District, Fraser River Valley Housing Partnership, Winter Park Water & Sanitation District, and Grand County. Discussions with the East Grand Fire Protection District remain ongoing.

Special District Golf Outings

Board members interested in participating in upcoming Special District golf outings are encouraged to notify me prior to the listed RSVP deadlines. Staff will coordinate registration on your behalf.

Legislative Issues Related to Special Districts

- ***SB 26-100 – Safer Youth Sports – Pending - Concerning requirements for youth sports personnel that improve the safety of the participants***

This legislation would require youth sports organizations and local governments offering youth athletic programs to have at least one adult present at each activity who holds current First Aid, CPR, and AED certification. The bill is intended to enhance participant safety and establish consistent minimum standards across programs.

Sincerely,

District Administration

FVMRD Policy Manual Update – 2026 Revision

New Policies

Please review new policies in the document

1. General District Overview

- 1.1.02 Service Plan > Compliance & Amendment and Modification
- 1.4.02 Service Divisions > All

2. Administrative Overview

- 2.1 Administrative Policy Framework
 - 2.1.02 Definitions: Policy vs. Procedure
 - 2.1.03 Policy Adoption & Amendment Process
 - 2.1.05 Board Authority & Responsibilities
 - 2.1.06 Executive Director Authority
- 2.2 Strategic Planning, Performance & Evaluation
 - 2.2.03 Strategic Marketing Plan
 - 2.2.08 Annual Report
- 2.3 Financial & Resource Stewardship
 - 2.3.03 Acceptance of Gifts to the District
- 2.4 Programs & Community Services
 - 2.4.01 Equity, Inclusion, & Access
 - 2.4.02 Customer Service & Community Experience
 - 2.4.04 Partnerships > Youth Sports Partnership
- 2.5 Communications & Public Information
 - 2.5.01 Website Governance
 - 2.5.02 Website Accessibility
 - 2.5.03 Technology & Data Security
 - 2.5.04 Social Media Policy (& Subsections)
 - 2.5.05 Public and Agency Relations
 - 2.5.08 Sponsorship & Advertising
- 2.6 Facilities, Property & Asset Management
 - 2.6.01 Property & Facility Operations
 - 2.6.05 Facility Use, Rental, & Fee
 - 2.6.10 Sale of Merchandise by Others on Premises
- 2.7 Safety, Risk, & Emergency Management (entire section)

3. Board of Director Governance

- 3.3.04 Board Communication Protocol & Staff Interaction
- 3.4.09 Executive Director Evaluation

4. Financial Overview

- 4.1 Budget Administration
 - 4.1.04 Budget Adoption (Appropriations) > Appropriating Resolution
 - 4.1.07 Budget Adjustments & Amendments
- 4.2 Financial Reporting & Audit
 - 4.2.02 Financial Reporting
 - 4.2.03 Chart of Accounts
 - 4.2.04 Fund Accounting
- 4.5 Capital Improvement & Asset Management (entire section)
- 4.6 Cash Handling & Investments (entire section)
- 4.7 Revenues
 - 4.7.03 Accounts Receivables & Collections
 - 4.7.06 Gift Certificates / Gift Cards
 - 4.7.07 Grant Funds
- 4.8 Expenditures
 - 4.8.02 Purchasing & Procurement (all subsections)
 - 4.8.04 Accounts Payable / Payment Requests (all subsections)
- 4.9 Tax Exempt Purchases
 - 4.9.01 Travel Rewards Usage and Expense Reimbursements
 - 4.9.02 Contracted Services
- 4.10 Tax Reporting – Sales and Payroll (all subsections)

5. Human Resources

- 5.1 Employment Practices
 - 5.1.02 NLRA-Compliant Employee Rights Statement
 - 5.1.05 ADA & Religious Accommodation Compliance
 - 5.1.06 Lactation Accommodation
 - 5.1.14 Employee Use of District Property > District Cell Phone Service
 - 5.1.15 Job Openings and Postings
 - 5.1.17 Job Descriptions
- 5.2 Working Environment
 - 5.2.03 Remote Work
 - 5.2.04 Dress & Appearance
 - 5.2.09 Employee Wellness & Well-Being
- 5.3 Employee Conduct
 - 5.3.06 Social Media Conduct
 - 5.3.08 Off-Duty Conduct
- 5.4 Compensation & Payroll
 - 5.4.03 Merit Increases and Cost-of-Living Adjustments (all subsections)
 - 5.4.06 Payroll Advances (all subsections)
 - 5.4.11 Professional Development Reimbursement > Repayment Agreements
- 5.5 Employee Benefits
 - 5.5.05 Years of Service (all subsections)

- 5.5.06 Anniversary Date
- 5.6 Employee Leave (All subsections minus FMLA)
- 5.8 Miscellaneous
 - 5.8.04 Succession Planning
 - 5.8.07 Volunteers / Community Service

Revised Policies

Summary of revisions

1. General District Overview

- 1.2.02 District Boundaries & Service Area
 - Changes made to the boundaries can only be made through specific statutory procedures. Boundary maps are available from the DA office or DOLA website. Estimated full-time year-round population of the District is 6,000 residents (DOLA). 65% of housing units are classified as second homes and we regularly serve a population of over 20,000 people.
- 1.4.01 Organizational Structure > Org Chart
 - Updated to reflect current positions
- 1.04.03 Facilities Overview
 - Updated to reflect new operations

2. Administrative Overview

- 2.2.01 Community Needs Assessment
 - Updated assessment frequency from 10 to 15 years, with flexibility for interim updates.
 - Added detailed outline of required assessment components (e.g., demographics, LOS analysis, financial review).
 - Eliminated reference to 2014 contracted study.
- 2.2.02 Master Plan
 - Clarifies Master Plan as a tool for long-term capital, operational, and strategic decision-making.
 - Incorporates community needs assessment as a foundational element.
 - Establishes comprehensive planning components (e.g., funding strategy, operations, implementation roadmap).
 - Updates historical references and shifts to a 10–15 year review recommendation.
- 2.03.02 Donations or Gifts by the District
 - Added requirement that donations must provide demonstrable value to the District (e.g., marketing/public relations benefit such as auction exposure).
 - Introduced example of acceptable value (donated golf rounds for charity auctions).
 - Changed final approval authority from Director of Parks, Recreation & Golf → Executive Director.

- Added statutory authority allowing the District to accept gifts and property (C.R.S. 32-1-1001) and clarified those contributions are generally TABOR-exempt.
- No change to nonprofit eligibility criteria—only reordered for clarity.
- 2.3.04 Loss Control
 - Clarifies purpose of program to include liability reduction, asset protection, and financial stability.
 - Expands responsibility from Directors to District staff broadly for development and management of the plan.
 - Adds requirement for inventory management and security controls to protect District assets (new concept).
 - Introduces Board-level oversight of risk management strategy, including review of insurance, claims trends, and risk exposure (new governance role).
- 2.3.05 District Records Management & Retention
 - Shifts oversight from Business Manager → Executive Director.
 - Replaces general statute reference with specific compliance standard (Colorado Special Districts Records Management Manual).
 - Adds goal to align with CAPRA recordkeeping standards.
 - Expands requirements to include accuracy for audits and broader reporting needs.
 - Strengthens records management expectations to include protection against loss, unauthorized access, alteration, and destruction.
 - Adds IT/data security controls, including server storage and daily offsite backups (new).
 - Removes reference to Pole Creek storage location and clarifies centralized storage at Administration Office.
- 2.4.03 District Involvement in Community Events
 - Simplifies and narrows evaluation criteria from 7 detailed factors → 4 high-level criteria (alignment, budget/staffing, public benefit, risk exposure).
 - Removes specific requirements related to nonprofit status, inclusivity language, and non-competition with District programs.
 - Shifts decision-making from general staff discretion → Executive Director (and Board, if required).
 - Adds explicit requirement to consider risk exposure (new).
 - Reframes purpose to emphasize mission alignment, partnerships, and strategic priorities.

3. Board of Director Governance

- 2.1.02 Board Structure
 - The District is governed by a five-member Board of Directors, who are elected by the registered electors within the District to staggered four-year terms with elections held in odd numbered years, unless they are elected to a two-year term created to fill a vacancy. Board Members are limited to two consecutive four-year terms of office.

- 3.1.09 Compensation
 - Included recreation benefits outline
- 3.4.07 Professional Development
 - Removes per diem meal limits and breakdown (\$80/day, meal caps).

4. Financial Overview

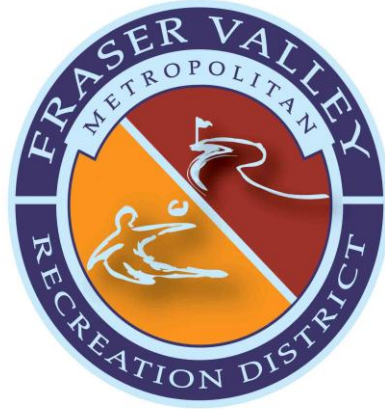
- 4.7.02 User Fees and Charges
 - Replaces detailed fee-setting structure with a Cost Recovery Strategy/Continuum model (public benefit vs. individual benefit).
 - Removes fixed profit margin requirements (e.g., 15–20% minimums by program type).
 - Eliminates detailed program categories and definitions (instructional, athletics, camps, etc.) and replaces with broader service categories (e.g., Open Access, Rentals, Enterprise Operations).
 - Removes specific guidance on non-resident fee increases (0–100%).
 - Removes scholarship/program-specific language (e.g., Guardian Angel program reference).
 - Shifts from rigid fee rules to flexible, strategy-based pricing using subsidy levels, market comparisons, and demand analysis.
 - Maintains consideration of direct and indirect costs, but ties them to overall cost recovery evaluation rather than profit targets.
- 4.7.04 Refunds
 - Removes District-wide refund rules, timelines, and fees.
 - Eliminates admin fee, deadlines, and processing standards.
 - Removes formal appeal process.
 - Shifts to department-level refund policies.
 - Establishes flexible, operation-specific approach.
- 4.7.05 Financial Assistance / Scholarships
 - Removes District-managed scholarship program structure, eligibility criteria, and approval process.
 - Eliminates detailed requirements such as Grand County residency, proof of need, and application review by District committee.
 - Removes Financial Aid Committee structure (Programs Manager + FVRF Board members).
 - Eliminates defined award limits, timelines (30 days), and confidentiality/process language.
 - Shifts responsibility to Fraser Valley Recreation Foundation (FVRF) to establish all guidelines, criteria, and approval decisions.
 - Clarifies that applicants now apply directly to FVRF, rather than through the District.
 - Expands potential use to include facility memberships (not just programs).
- 4.8.03 Credit Card Usage
 - Expands from basic authorization to a comprehensive credit card usage policy with controls and requirements.

- Clarifies cards are for official District business only and explicitly prohibits personal use (new).
- Changes approval/issuance authority from Director → Executive Director or Finance Director.
- Requires cards to be assigned to individual employees (no sharing) and introduces role-based credit limits.
- Defines allowable uses (operations purchases, travel, training, etc.).
- Adds documentation and reconciliation requirements (itemized receipts, timelines, monthly finance review).
- Introduces security protocols (reporting lost/stolen cards, restrictions on storing/sharing card info).
- Establishes misuse consequences, including disciplinary action, reimbursement, and fraud investigation.
- Adds separation procedures (immediate surrender and account cancellation).
- Assigns Finance Director oversight of program administration and compliance.

5. Human Resources

- 5.1.09 Harassment & Workplace Violence
 - Updated language to include relaxed language per the Colorado law update.
- 5.1.14 Employee use of District Property
 - Gives the Executive Director the ability to deny or approve requests, changed from absolute language.
- 5.2.02 Attendance & Punctuality
 - Expands expectations to include being ready to begin work at shift start and maintaining a dependable attendance record.
 - Adds flexibility for department-specific call-in methods (e.g., text, app), replacing fixed “30-minute” rule.
 - Introduces job abandonment standard (3 consecutive no-call/no-show days = voluntary resignation) (new).
 - Formalizes department-level procedures for tardiness definitions, call-in expectations, documentation, and shift coverage (new).
 - Adds requirement that department procedures be consistent and compliant with District policy/law (new).
 - Expands language on patterned/excessive absenteeism, including trends (e.g., before/after days off) (new).
 - Applies attendance expectations more broadly (not just non-exempt employees).
 - Maintains core expectations for attendance, notification, and disciplinary consequences (no major change there).
- 5.3.10 Safety Rules
 - Added Good Samaritan Protection
- 5.3.11 Worker’s Compensation & Accidents
 - Expands from basic reporting requirement to a comprehensive workers’ compensation policy.

- Adds specific reporting deadline (10 working days) in compliance with Colorado law (previously “as soon as practicable”).
- Introduces eligibility details for wage replacement (after 3 days lost time, per physician/state law).
- Adds requirement to use District-designated medical providers, including emergency vs. non-emergency guidance (*new*).
- Establishes formal incident reporting and claims process (forms, submission to HR, insurance filing).
- Adds expectation for employee cooperation with insurer, medical providers, and documentation (*new*).
- Introduces return-to-work and modified duty program, including temporary assignments and restrictions (*new*).
- Clarifies consequences for non-compliance with medical restrictions or process (discipline and potential impact to benefits).
- Maintains core requirements for reporting accidents and disciplinary consequences for failure to report.
- 5.4.04 Employee Time Keeping Records
 - Updated to the new Paylocity procedure from paper timekeeping.
- 5.4.05 Overtime & Compensatory Time
 - Expands from basic overtime rule to full FLSA and COMPS-compliant policy.
 - Adds daily overtime threshold (over 12 hours/day) (*new*).
 - Introduces weighted average overtime calculation for employees working multiple positions (*new*).
 - Clarifies that unauthorized overtime is still paid, but may result in discipline (*new*).
 - Adds explicit distinction between non-exempt vs. exempt employees and their eligibility (*new*).
 - Defines expectations for exempt employees’ work hours and flexibility (*new*).
 - Clarifies that the District does not offer comp time for non-exempt employees (*new*).
 - Adds statement that overtime may be required based on operational needs (*new*).
- 5.4.09 Holiday Pay
 - Includes District recognized holidays
 - Includes new floating hour policy, which banks at the beginning of the payroll year and is prorated for qualified staff that start throughout the year.
- 5.5.01 Retirement Benefits
 - Updated with the new qualified employee additional match.
- 5.8.02 New Hire / Rehire Paperwork
 - Updated with new Paylocity procedure
- 5.8.03 Background Checks
 - Updated to give the District the ability to run additional background screenings at any time during employment.



REQUEST FOR PROPOSAL

CONSULTING/PROFESSIONAL SERVICES COMMUNITY NEEDS ASSESMENT (CNA)

Fraser Valley Metropolitan Recreation District
P.O. Box 3348
Winter Park, CO 80482
Fraservalleyrec.org



Introduction

The Fraser Valley Metropolitan Recreation District (“FVMRD”) is seeking proposals from qualified consulting firms (“Consultant”) to conduct a comprehensive community needs assessment (CNA) of parks, recreation facilities, programs, and services within the District.

FVMRD is committed to understanding current usage, future needs, preferences, and priorities of residents, partners, and stakeholders. The resulting needs assessment will inform future planning, policy, programming, capital investment, and service strategies.

Background

The FVMRD is a quasi-municipal corporation and a political subdivision of the State of Colorado created in 1979 pursuant to state law for the purpose of providing recreational facilities for the inhabitants of the FVMRD. The mission of the FVMRD is to provide fun and memorable experiences for our community and guests through innovative, high-quality programs and facilities that promote health and wellbeing.

Winter Park and the Fraser Valley is a year-round mountain destination resort in the heart of the Colorado Rocky Mountains, 67 miles from Denver in Grand County. The Fraser Valley includes the towns of Winter Park, Fraser, Tabernash, and unincorporated areas of Grand County. The District encompasses over 218 square miles and has roughly 6,000 full-time residents plus second homeowners and seasonal residents.

The current Master Plan was completed and adopted in 2017. The most recent needs assessment was completed in 2014. Since that time a vast majority of the existing Master Plan has been completed.

The District owns and operates a number of recreational facilities including the Grand Park Community Recreation Center, Pole Creek Golf Club, the Fraser Valley Sports Complex which includes the Icebox Ice Rink, and the Foundry Cinema & Bowl. The District also maintains Intergovernmental Agreements with both the Town of Fraser and the East Grand School District for additional facility usage.

Project Goals

The purpose of this CNA is to gain an in-depth understanding of the parks, recreation, and golf needs, attitudes, opinions, and behaviors of the Fraser Valley community.

- Evaluate and document existing assets: parks, facilities, trails, open spaces, programs, and services.
- Analyze community needs and gaps relative to current offerings and future population trends.
- Engage the community and stakeholders through multiple outreach methods.
- Provide actionable recommendations for programming, facility enhancements, future capital projects, partnerships, funding strategies, and service delivery improvements.
- Deliver a comprehensive final report with findings, recommendations, and set of prioritized actions.

Scope of Work

It is the intent of the District to select a consulting firm to provide (but not necessarily limited to) the following services listed below:

A. Project Initiation and Management

- Kick-off meeting with FVMRD staff.
- Refine project work plan and timeline.
- Regular progress reporting and coordination.

B. Inventory and Data Review

- Compile and analyze existing plans, reports, demographic data, facility inventories, and service data.
- Map and document existing facilities, amenities, and programs.

D. Community and Stakeholder Engagement

Develop and implement a comprehensive engagement plan that includes:

- Statistically valid community needs surveys (online and mail or in-person options).
- Focus groups with key populations (seniors, youth, under-represented residents).
- Public open houses or workshops.
- Stakeholder interviews (Board members, staff, partners, community leaders).
- Outreach via social media, public meetings, and targeted engagement events.

E. Level of Service (LOS) Analysis

- Evaluate use, participation, satisfaction, and unmet needs for parks, facilities, programs, and services.
- Assess demographic and trend data to forecast future needs.
- Compare service levels and amenities to national or regional standards where appropriate.

F. Gap Analysis & Recommendations

- Identify gaps, barriers, and opportunities.
- Prioritize recommendations for facilities, programs, and services with reasoning and estimated costs (if feasible).
- Explore innovative programming and partnership opportunities.

F. Final Report and Presentation

- Prepare a clear, professional final report.
- Include executive summary, data summaries, engagement results, gap analysis, recommendations, maps, graphics, and appendices.
- Deliver presentations to FVMRD Board and staff.

Key Deliverables

- Project Work Plan and Engagement Plan.
- Inventory and Data Summary Report.
- Community Engagement Summary with raw results.
- Needs and Gap Analysis Report.
- Prioritization Framework.
- Final Community Needs Assessment Report w/Implementation Plan.
- Presentation Materials for Board/Staff sessions.

Qualifications

Proposals should demonstrate:

- Experience with parks and recreation needs assessments or master planning.
- Strong background in community engagement, including statistically valid surveys.
- Experience with similar public sector clients, ideally other Colorado municipalities or districts.
- Technical capacity for data analysis and reporting.

Proposal Submission Requirements

Submit the following:

1. Cover letter and firm overview.
2. Proposed project team and relevant experience.
3. Understanding of project and proposed methodology.
4. Scope of work with detailed tasks.
5. Timeline and milestone schedule.
6. Cost proposal with itemized budget.
7. References from past work (similar projects).

Evaluation Criteria

Proposals will be evaluated on:

- Qualifications and experience of team.
- Quality and clarity of methodology.
- Understanding of community needs assessment in parks and recreation context.
- Approach to public engagement and data analysis.
- Cost and project timeline.
- References and past performance.

Timeline

- RFP Issued: Monday, May 18th
- Proposal Submission Deadline: Friday, June 12th
- Proposal Review: June 15th – 19th
- Contract Award: Monday, June 22nd
- Project Completion: February 2027

Questions & Contact

Questions and Submittals should be directed to:

Scott Ledin, Executive Director
Fraser Valley Metropolitan Recreation District
Phone: (970) 726.8968
Scott@fraservalleyrec.org