



FEATHER RIVER RECREATION & PARK DISTRICT
Regular Board Meeting
August 24, 2021

ACTIVITY CENTER
1875 Feather River Blvd.
Oroville, CA 95965

AGENDA Closed Session 5:00 PM/Open Session Immediately Following

This meeting will be available in-person at the Activity Center, with a call-in option.

Dial: (530) 212-8376; Conference Code: 603692

Written comments must be sent to victoriaa@frrpd.com 1-hour prior to the meeting to be presented to the Board. If you need a special accommodation to participate in this meeting, please contact (530)533-2011.

CALL MEETING TO ORDER

ROLL CALL

Chairperson Steven Rocchi
Vice-Chairperson Shannon DeLong
Director Scott "Kent" Fowler
Director Devin Thomas
Director Clarence "Sonny" Brandt

PLEDGE OF ALLEGIANCE

ADJOURNMENT TO CLOSED SESSION

- 1. Public Employee Employment, Pursuant to Government Code section 54957**
Title: Recreation Supervisor
- 2. Property Negotiations, Pursuant to Government Code Section 54956.8**
Property Asset Update

ANNOUNCEMENT(S) FROM CLOSED SESSION

PUBLIC COMMENT

The Board will invite anyone in the audience wishing to address the Board, on a matter not listed on the agenda, to state your name for the record and make your presentation. You are limited to three (3) minutes. *The Board cannot take any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.*

ACKNOWLEDGMENTS

Volunteers completed cleanup projects on August 7th at Palermo and Riverbend Park. Community members painted restrooms, removed invasive plants, and collected over 40 bags of debris.

The Feather River Nature Center donated \$200 to the FRRPD volunteer program to purchase supplies.

CONSENT AGENDA

Items listed on the Consent Agenda are considered routine and will be enacted, approved, or adopted by one motion unless a request for removal or explanation is received from a Board member, staff, or member of the public. Items removed shall be considered immediately following the adoption of the Consent Agenda.

CONSENT AGENDA

- 1. July 27, 2021 Regular Board Meeting Minutes** (Appendix A)
- 2. August 3, 2021 Special Board Meeting Minutes** (Appendix B)
- 3. July 2021 Financials** (Appendix C)

Consent Agenda Motion:

Vote:

ACTION ITEM(S)

- 1. Nelson Pool Change Order #3** (Appendix D)

Staff Report Provided by General Manager Shawn Rohrbacker.

Motion:

Vote:

- 2. BCOE Food Assistance Program** (Appendix E)

Staff Report Provided by General Manager Shawn Rohrbacker.

Motion:

Vote:

- 3. RESOLUTION 1977-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT REVISING SECTION 3.1 OF THE EMPLOYEE HANDBOOK: APPOINTMENT AND HIRING OF EMPLOYEES** (Appendix F)

The only staff position that is typically vested with a Board of Directors of a Special District is the General Manager. This is the case for all park and recreation districts in Butte County, except for FRRPD. Staff recommends giving the General Manager the authority to hire for the Park Supervisor, Recreation Supervisor and Business Manager. These positions are currently vested with the Board of Directors. Members of the Board Personnel, Policies and Procedures Committee will still be advised of candidate selection for these positions, report to the Board of Directors, and be on interview panels when necessary.

Motion:

Vote:

DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix G)

Finance Committee, Ad-Hoc Committees, Supplemental Benefit Fund

UNFINISHED BUSINESS

BOARD ITEMS FOR UPCOMING AGENDA(S)

1. Master Plan Finalization
2. Heat Management Plan
3. Feather River Trail

ADJOURNMENT



FEATHER RIVER RECREATION & PARK DISTRICT
Regular Board Meeting
July 27, 2021

ACTIVITY CENTER
1875 Feather River Blvd.
Oroville, CA 95965

Draft Minutes Closed Session 5:00 PM/Open Session Immediately Following

To provide access to meetings and maximize transparency, a live and interactive audio stream is available for all public board meetings with the following credentials:

Dial into the meeting: (530) 212-8376; Conference Code: 603692

CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 5:02 PM.

ROLL CALL

Chairperson Steven Rocchi	<u>Present</u>
Vice-Chairperson Shannon DeLong	<u>Present</u>
Director Scott "Kent" Fowler	<u>Present</u>
Director Devin Thomas	<u>Present</u>
Director Clarence "Sonny" Brandt	<u>Present</u>

PLEDGE OF ALLEGIANCE

CLOSED SESSION/ANNOUNCEMENT(S) FROM CLOSED SESSION

- 1. Evaluation of General Manager, Pursuant to Government Code section 49457**
The Board approved a 5% wage increase for General Manager Shawn Rohrbacker.
- 2. Property Negotiations, Pursuant to Government Code Section 54956.8** Property: Feather River Trail
Direction was given to staff.

PUBLIC COMMENT

No comments were made.

ACKNOWLEDGMENTS

Thank you, Park Volunteers, for your efforts during the July 10th Cleanup Event at Nelson Complex. Community members performed field maintenance and collected over 8 bags of garbage.

CONSENT AGENDA

- 1. June 22, 2021 Regular Board Meeting Minutes**
 - 2. June 2021 Financials**
- Director Brandt made the motion to approve the consent agenda.
Director Fowler seconded the motion.
***The motion to approve the Consent Agenda passed with a unanimous vote.**

ACTION ITEMS

- 1. Greater Oroville Partnership of Pastors and Ministerial Leaders Fee Waiver Request**
Director Brandt made the motion to waive 50% (\$750) of rental fees for the picnic event on September 19th.
Director Thomas seconded the motion.
***The motion to waive 50% (\$750) of rental fees for the picnic event on September 19th passed with a unanimous vote.**

2. FRRPD Template for Professional Services Agreement

Director Fowler made the motion to approve the Template for Professional Services Agreement
Director DeLong seconded the motion.

***The motion to approve the Template for Professional Services Agreement passed with a unanimous vote.**

3. Review contract with Eagle Security for Activity Center Alarm and Fire System

The Board directed staff to collect additional quotes from local vendors.

***No action was taken.**

Items 4 – 8: Resolutions to Transfer Funds for the Nelson Pool Supplemental Benefit Fund (SBF)

The following five resolutions for the Nelson Pool SBF Project are to allocate and transfer funds that were previously approved by the Board of Directors.

4. Resolution 1971-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE ALLOCATION UP TO \$750,000 UTILIZING THE GENERAL FUND, PARKLAND IMPACT, AQUATICS IMPACT AND BANK OF NEW YORK UMPQUA FUND TOWARD NELSON POOL SUPPLEMENTAL BENEFIT FUND (SBF) GRANT MATCHING FUNDS

Director Brandt made the motion to adopt Resolution 1971-21.

Director Fowler seconded the motion.

***The motion to adopt Resolution 1971-21 passed with a unanimous vote.**

5. Resolution 1972-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF BANK OF NEW YORK (UMPQUA LOAN) PROJECT FUND TO THE GENERAL FUND IN THE AMOUNT OF \$188,857 TO PARTIALLY FUND NELSON POOL PROJECT SBF GRANT MATCHING FUNDS

Director Brandt made the motion to adopt Resolution 1972-21.

Director Fowler seconded the motion.

***The motion to adopt Resolution 1972-21 passed with a unanimous vote.**

6. Resolution 1973-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF PARKLAND IMPACT FEE FUNDS TO THE GENERAL FUND IN THE AMOUNT OF \$250,000 TO PARTIALLY FUND NELSON POOL SBF GRANT MATCHING FUNDS

Director Brandt made the motion to adopt Resolution 1973-21.

Director Fowler seconded the motion.

***The motion to adopt Resolution 1973-21 passed with a unanimous vote.**

7. Resolution 1974-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF AQUATIC IMPACT FUNDS TO THE GENERAL FUND IN THE AMOUNT OF \$61,000 TO PARTIALLY FUND NELSON POOL PROJECT SBF GRANT MATCHING FUNDS

Director Brandt made the motion to adopt Resolution 1974-21.

Director Fowler seconded the motion.

***The motion to adopt Resolution 1974-21 passed with a unanimous vote.**

8. Resolution 1975-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE ALLOCATION OF THE RIVERBEND ADMIN INSURANCE PROCEEDS FUND IN THE AMOUNT OF \$200,000 TO PARTIALLY FUND NELSON POOL PROJECT SBF GRANT MATCHING FUNDS

Director Brandt made the motion to adopt Resolution 1975-21.

Director Fowler seconded the motion.

***The motion to adopt Resolution 1975-21 passed with a unanimous vote.**

9. Resolution 1976-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2021–2022

Director DeLong made the motion to adopt Resolution 1976-21.

Director Thomas seconded the motion.

***The motion to adopt Resolution 1976-21 passed with a unanimous vote.**

AMMENDED ACTION ITEM:

10. Butte County Public Health (BCPH) CalFresh Grant for Fitness Stations at Riverbend Park

Director DeLong made the motion to adopt Resolution 1976-21.

Director Thomas seconded the motion.

***The motion to adopt Resolution 1976-21 passed with a unanimous vote.**

NON-ACTION ITEM(S)

1. CSDA's 2021 Special District Leadership Academy

Conference Materials provided by SDLA. The Board discussed attending as well as scholarship options.

DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS

BOARD ITEMS FOR UPCOMING AGENDA(S)

1. Feather River Trail Project
Closed Session Item
2. Master Plan Finalization
Shawn is working with Melton Design Group to have the final plan at the August 24th Board meeting
3. Heat Management Plan with other Districts

CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 6:40 PM.



FEATHER RIVER RECREATION & PARK DISTRICT
Special Board Meeting
August 3, 2021

ACTIVITY CENTER
1875 Feather River Blvd.
Oroville, CA 95965

Draft Minutes

Open Session 12:00 PM

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CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 12:02 PM.

ROLL CALL

Chairperson Steven Rocchi	<u>Present</u>
Vice-Chairperson Shannon DeLong	<u>Present</u>
Director Scott "Kent" Fowler	<u>Present</u>
Director Devin Thomas	<u>Present</u>
Director Clarence "Sonny" Brandt	<u>Present</u>

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

No comments were made.

ACTION ITEMS

1. Policyholder's Release for Riverbend Park Water Feature Insurance Funds

The Release Form is an acknowledgment of final payment and an end to the insurance claim for damages to Riverbend Park due to the floods from the Oroville Dam Spillway Incident in 2017. All repairs to the park are complete. The final payment noted in the Release Form was on hold until the water play area that was destroyed in the flood was replaced at another site. The replacement water feature will most likely take a few more years to complete as the District acquires the remainder of funding needed for the project from a flood damage claim with FEMA. Given this length of time and the ongoing 4-year-old claim, the insurance policy holders have offered to release this final payment and close out the claim.

Director Brandt made the motion to approve the Policyholder's Release Agreement for Riverbend Park Water Feature Insurance Funds.

Director Thomas seconded the motion.

***The motion to approve the Policyholder's Release Agreement for Riverbend Park Water Feature Insurance Funds passed with a unanimous vote.**

CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 12:13 PM.

Feather River Recreation & Park District
 Profit & Loss Budget Performance
 July 2021

f/Year 2020-21 remains open. July is not reconciled and is subject to changes due to late reporting from county, adjustments to prior year and late bank statements and vendor invoices be recorded

	Jul 21	Budget	\$ Over Budget	staff comments	Annual Budget
Ordinary Income/Expense					
Income				County reports not received- delayed due to year-end closing process	
4100 - Tax Revenue					1,900,000
4150 - Tax Revenue (BAD)					308,000
4300 - Program Income	61,323	66,645	(5,322)	Classes \$4k, Camp \$18k, Preschool \$12k, Softball \$3k, Gymnastics \$15.8k, Rentals \$3.5k, Concert Vendors \$1.7k, Aquatics \$3k	893,575
4400 - Donation & Fundraising Income		2,500	(2,500)		2,500
4600 - Other Income					1,000
4900 - Interest Income					19,000
4905 - Interest Income - BAD					2,500
Total Income	61,323	69,145	(7,822)		3,126,575
Gross Profit	61,323	69,145	(7,822)		3,126,575
Expense					
5000 - Payroll Expenses	154,265	172,540	(18,275)	Payroll for 2021-22 is a tight budget. July is missing 2 full time positions, many unfilled part time positions. The District is currently budgeted 56% of gross revenue for payroll (including GASB unfunded expense). The District should strive to be 30% of revenue is payroll expense.	1,690,123
5031 - GASB 68 Benefit Expense	66,939	67,000	(61)		70,450
5100 - Advertising & Promotion	25	913	(888)		11,000
5120 - Bank Fees	125	576	(451)		7,000
5130 - Charitable Contributions					2,500
5140 - Copying & Printing	787	841	(54)		10,125
5155 - Employment New Hire Screen		250	(250)		2,000
5160 - Dues, Mbrshps & Subscriptions		5,000	(5,000)		10,500
5170 - Education & Development	15	500	(485)		8,500
5175 - Equipment Rental		875	(875)		10,500
5180 - Equipment, Tools & Furn (<\$5k)					
5182 - Operating ET&F		1,000	(1,000)		2,777

Feather River Recreation & Park District
 Profit & Loss Budget Performance
 July 2021

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	Jul 21	Budget	\$ Over Budget	staff comments	Annual Budget
5184 · Program ET&F		1,137	(1,137)		13,600
5186 · Site/Shop ET&F		837	(837)		10,000
5187 · IT Computer/HardwareTechnology		663	(663)		8,000
5188 · IT Computer/Software Technology	9,337	9,500	(163)	\$6.3k annual recreation software, \$2.5k annual website domain	20,600
Total 5180 · Equipment, Tools & Furn (<\$5k)	9,337	13,137	(3,800)		54,977
5200 · Insurance	161,340	185,000	(23,660)		185,000
5210 · Interest Expense - Operating	164	125	39		1,500
5225 · Postage & Delivery		20	(20)		1,500
5230 · Professional & Outside Svcs					
5232 · Accounting					25,000
5233 · Bands/Recreation	1,750	1,800	(50)		5,000
5234 · Board Stipends	700	1,000	(300)		12,000
5235 · Recreation Instructors	345	500	(155)		12,000
5236 · Legal	518	2,000	(1,482)		25,000
5237 · Contract Janitorial	4,717	6,250	(1,533)	Nelson pool closed, Playtown closed	75,000
5238 · Other Outside Labor					
5239 · Outside Service Admin/Consult	868	5,000	(4,132)		76,000
Total 5230 · Professional & Outside Svcs	8,898	16,550	(7,652)		230,000
5260 · Repairs & Maintenance					
5261 · Building R&M	698	2,000	(1,302)	\$680 Act Center HVAC filter maintenance	25,000
5262 · Equip Repairs & Small Tools	600	1,500	(900)		18,000
5263 · General R&M	19	1,250	(1,231)		15,000
5264 · Grounds R&M	826	8,000	(7,174)		60,000
5265 · Janitorial Supplies	2,988	2,175	813	\$1k Act Center janitorial supplies	26,000
5266 · Vandalism Repair	1,384	600	784	\$550 Act Center window replace, \$700 graffiti remover	5,000
5267 · Vehicle R&M	1,924	925	999	\$1.8k 2008 Ram tune up/repair	10,000
5268 · Aquatics Pool R&M	3,800	5,000	(1,200)		40,000
5269 · Outside Contractor/Services R&M	75	1,250	(1,175)		15,000
Total 5260 · Repairs & Maintenance	12,314	22,700	(10,386)		214,000
5270 · Security		1,650	(1,650)		20,000
5280 · Supplies - Consumable					
5281 · Misc Staff & Uniforms Supplies		100	(100)		6,500
5282 · Office Supplies	351	675	(324)		7,000
5284 · Program Food	684	1,350	(666)	summer preschool less children, less food. The preschool focus on lowering child count to 25 per month max is being reviewed. Also possible grant opportunity with BCOE for food reimbursement is being researched	16,200
5286 · Program Supplies	247	2,000	(1,753)		44,500
5287 · Safety Supplies	220	525	(305)		5,750

Feather River Recreation & Park District
Profit & Loss Budget Performance
July 2021

f/Year 2020-21 remains open. July is not reconciled and is subject to changes due to late reporting from county, adjustments to prior year and late bank statements and vendor invoices be recorded

	Jul 21	Budget	\$ Over Budget	staff comments	Annual Budget
5289 · Site Supplies	364	373	(9)		2,573
Total 5280 · Supplies - Consumable	1,866	5,023	(3,157)		82,523
5290 · Taxes, Lic., Notices & Permits	5,178	433	4,745	\$4.5k LAFCO annual	5,163
5300 · Telephone/Internet	1,385	1,185	200		14,110
5310 · Transportation, Meals & Travel					
5312 · Air, Lodging, Other Travel					500
5314 · Fuel	2,440	2,575	(135)		30,900
5316 · Meals					100
5318 · Mileage	40	100	(60)		1,400
Total 5310 · Transportation, Meals & Travel	2,480	2,675	(195)		32,900
5320 · Utilities	33,727	35,775	(2,048)		309,350
Total Expense	458,845	532,768	(73,923)		2,973,721
Net Ordinary Income	(397,522)	(463,623)	66,101		152,854
Other Income/Expense					
Other Income					
4200 · Impact Fee Income	4,514				
Total Other Income	4,514				
Other Expense					
5102 · Insurance Claim Expense	3,490			\$800 Black Van vandalized	
7210 · Debt Interest Expense	7,397	7,397	0		85,570
Total Other Expense	10,887	7,397	3,490		85,570
Net Other Income	(6,373)	(7,397)	1,024		(85,570)
Net Income	(403,895)	(471,020)	67,125		67,284

JULY IS NOT FINAL. F/YEAR 2020-21 ADJUSTMENTS NOT ENTERED. ALL ACCOUNTS WILL BE RECONCILED AND ADJUSTMENT TO CLOSE F/YEAR WILL BE COMPLETED BY SEPTEMBER 2021

	Jul 31, 21	Jul 31, 20	\$ Change	% Change	Allocated funds: Nelson Pool Matching changed from \$350k to \$750k
ASSETS					
Current Assets					
Checking/Savings					
1010 - Treasury Cash					
1010.1 - Treasury Cash - General	511,195	516,159	-4,964	-1%	\$ 50,000
1010.2 - Treasury Cash - Reserve	347,494	302,494	45,000	15%	
1010.3 - Treasury Admin Ins Proceeds	216,525	216,525	0	0%	\$ 200,000
1010.4 - Treasury Ins Proceeds Playtown	40,230	183,859	-143,629	-78%	
Total 1010 - Treasury Cash	1,115,444	1,219,037	-103,593	-8%	
1020 - Imprest Cash	1,000	542	458	85%	
1030 - BofW - Merchant Acct.	73,013	75,205	-2,192	-3%	
1031 - BofW Project INS PROCEEDS	79	809,288	-809,209	-100%	
1040 - Fund 2610 - BAD	15,710	39,494	-23,784	-60%	
1050 - Impact Fees					
1051 - Impact - Parklands	650,201	458,665	191,536	42%	\$ 250,000
1052 - Impact - Public Use	74,692	30,680	44,012	143%	
1053 - Impact - Aquatics	104,728	64,406	40,322	63%	\$ 61,000
Total 1050 - Impact Fees	829,621	553,751	275,870	50%	
Total Checking/Savings	2,034,867	2,697,317	-662,450	-25%	
Accounts Receivable	-14,919	32,041	-46,960	-147%	
Other Current Assets					
1300 - Grant/Scholarship Receivable	154,023	0	154,023	100%	
1302 - FEMA Riverbend Claim A/R	2,839	2,839	0	0%	
1320 - Umpqua Bank Project Fund	188,856	188,856	0	0%	\$ 189,000
Total Other Current Assets	345,718	191,695	154,023	80%	
Total Current Assets	2,365,666	2,921,053	-555,387	-19%	\$ 750,000 <small>total Nelson allocation</small>
Fixed Assets					
1410 - Land	627,494	627,494	0	0%	
1420 - Buildings & Improvements	15,924,992	15,029,020	895,972	6%	
1430 - Equipment & Vehicles	1,874,141	1,150,139	724,002	63%	
1440 - Construction in Progress					
1443 - CIP Riverbend Restoration RB99	0	716,755	-716,755	-100%	
1448 - CIP Nelson SBF NE99	602,112	102,678	499,434	486%	
1450 - CIP Feather River Trail FRT99	23,210	2,393	20,817	870%	
1451 - CIP Playtown Bathroom Fire	521,424	171,716	349,708	204%	
Total 1440 - Construction in Progress	1,146,746	993,542	153,204	15%	
1499 - Accumulated Depreciation	-5,433,828	-5,433,828	0	0%	
Total Fixed Assets	14,139,545	12,366,367	1,773,178	14%	
Other Assets	239,004	239,004	0	0%	
TOTAL ASSETS	16,744,215	15,526,424	1,217,791	8%	
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable	34,559	139,153	-104,594	-75%	
Credit Cards	1,114	3,701	-2,587	-70%	

Feather River Recreation & Park District
Balance Sheet Prev Year Comparison
As of July 31, 2021

1:36 PM
08/12/2021
Accrual Basis

JULY IS NOT FINAL. F/YEAR 2020-21 ADJUSTMENTS
NOT ENTERED. ALL ACCOUNTS WILL BE
RECONCILED AND ADJUSTMENT TO CLOSE F/YEAR
WILL BE COMPLETED BY SEPTEMBER 2021

	Jul 31, 21	Jul 31, 20	\$ Change	% Change	Allocated funds: Nelson Pool Matching changed from \$350k to \$750k
Other Current Liabilities					
2100 · Payroll Liabilities	30,581	15,785	14,796	94%	
2210 · Accrued Debt Interest	7,397	8,085	-688	-9%	
2400 · Deposits/Refunds to Customers	4,644	0	4,644	100%	
2405 · Deferred Revenue	3,125	0	3,125	100%	
Total Other Current Liabilities	45,747	23,870	21,877	92%	
Total Current Liabilities	81,420	166,724	-85,304	-51%	
Long Term Liabilities					
2954 · Ford Motor Vehicle Loan	27,700	45,016	-17,316	-38%	
2955 · Umpqua Bank Tax Exempt Bond A	2,614,914	2,832,815	-217,901	-8%	
2960 · Umpqua Bank Taxable Bond B	87,000	114,000	-27,000	-24%	
2975 · GASB 68 CalPERS Liab Valuation	1,074,605	1,074,605	0	0%	
Total Long Term Liabilities	3,804,219	4,066,436	-262,217	-6%	
Total Liabilities	3,885,639	4,233,160	-347,521	-8%	
Equity					
3010 · Imprest Cash Reserve	1,000	1,000	0	0%	
3020 · General Reserve	20,000	20,000	0	0%	
3030 · Investment in Assets	12,354,765	12,354,765	0	0%	
3040 · General Fund Balance	-1,754,519	-1,754,519	0	0%	
3050 · Benefit Assessment District	38,475	38,475	0	0%	
3060 · Impact Fees (general)	541,792	541,792	0	0%	
3099 · Undistributed Retained Earnings	2,060,955	278,381	1,782,574	640%	
Net Income	-403,893	-186,629	-217,264	-116%	
Total Equity	12,858,575	11,293,265	1,565,310	14%	
TOTAL LIABILITIES & EQUITY	16,744,214	15,526,425	1,217,789	8%	

Feather River Recreation & Park District
 Detail Fixed Asset & Bonds
 As of July 31, 2021

	<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
1010 - Treasury Cash					257,010
1010.3 - Treasury Admin Ins Proceeds					216,525
Total 1010.3 - Treasury Admin Ins Proceeds					216,525
1010.4 - Treasury Ins Proceeds Playtown					40,485
Total 1010.4 - Treasury Ins Proceeds Playtown	07/01/2021	SURPLUS CITY	CONEX RENTAL	-255	40,230
Total 1010 - Treasury Cash				-255	40,230
				-255	256,755
1031 - BofW Project INS PROCEEDS					79
Total 1031 - BofW Project INS PROCEEDS					79
1302 - FEMA Riverbend Claim A/R					2,839
Total 1302 - FEMA Riverbend Claim A/R					2,839
1320 - Umpqua Bank Project Fund					188,856
Total 1320 - Umpqua Bank Project Fund					188,856
1410 - Land					627,494
Total 1410 - Land					627,494
1420 - Buildings & Improvements					15,924,992
Total 1420 - Buildings & Improvements					15,924,992
1430 - Equipment & Vehicles					1,874,141
Total 1430 - Equipment & Vehicles					1,874,141
1440 - Construction in Progress					1,138,321
1448 - CIP Nelson SBF NE99					601,737
Total 1448 - CIP Nelson SBF NE99	07/16/2021	STREAMLINE ENGINEERING	NELSON POOL ASSESSMENT SBF GRANT	375	602,112
				375	602,112
1450 - CIP Feather River Trail FRT99					15,160
Total 1450 - CIP Feather River Trail FRT99	07/08/2021	CENTRAL VALLEY FLOOD PROTECTION	SBF GRANT FEATHER RIVER TRAIL ENCROACHMENT FEE	8,000	23,160
	07/22/2021	CARTER LAW OFFICE	LEAGAL EASEMENT	50	23,210
				8,050	23,210
1451 - CIP Playtown Bathroom Fire					521,424
Total 1451 - CIP Playtown Bathroom Fire					521,424
Total 1440 - Construction in Progress				8,425	1,146,746
2955 - Umpqua Bank Tax Exempt Bond A					-2,614,914
Total 2955 - Umpqua Bank Tax Exempt Bond A					-2,614,914
2960 - Umpqua Bank Taxable Bond B					-87,000
Total 2960 - Umpqua Bank Taxable Bond B					-87,000

Feather River Recreation & Park District
Check Register
 July 2021

7:59 PM
 08/05/2021
 Accrual Basis

Date	Num	Name	Memo	Credit
07/01/2021	89613-654	PAYROLL	PAYROLL ITEMS	31,454.22
07/01/2021	89655	BLUE SHIELD OF CALIFORNIA	4004625 JUL21 PREMIUMS	7,620.77
07/01/2021	89656	PREMIER ACCESS	15763 JUL21 PREMIUMS	880.33
07/01/2021	89657	BANKCARD CENTER	STATEMENT 7524	251.73
07/01/2021	89658	BANKCARD CENTER	STATEMENT 4607	1,515.52
07/01/2021	89659	BANKCARD CENTER	STATEMENT 9693	6,273.13
07/01/2021	89660	CARTER LAW OFFICE	LEGAL SERVICE	1,488.60
07/01/2021	89661	COMCAST	Acct# 8155 60 019 0233893	154.94
07/01/2021	89662	Driver, Blake	7/9/21 CONCERT DRIVER	250.00
07/01/2021	89663	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	125.00
07/01/2021	89664	HOTTINGER, DONNA	7/2/21 CONCERT	250.00
07/01/2021	89665	VOID	VOID	0.00
07/01/2021	89666	NORTH YUBA WATER DISTRICT	2695 FBT WATER	35.00
07/01/2021	89667	ROTO-ROOTER	RIVERBEND WATER DRAINAGE	165.00
07/01/2021	89668	SHARP'S LOCKSMITHING	KEYS/LOCKS	219.18
07/01/2021	89669	SOUTH FEATHER WATER & POWER	007771-000	84.75
07/01/2021	89670	STREAMLINE ENGINEERING	SBF NELSON POOL CONSULT	475.00
07/01/2021	89671	SURPLUS CITY	CONEX RENTAL	255.00
07/01/2021	89672	Tractor Supply Co.	TRACTOR SUPPLY STATEMENT	175.32
07/01/2021	89673	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	4,717.00
07/01/2021	89674	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
07/01/2021	89675	DELONG, SHANNON	BOD STIPEND	100.00
07/01/2021	89676	FOWLER, SCOTT KENT	BOD STIPEND	100.00
07/01/2021	89677	ROCCHI, STEVE	BOD STIPEND	200.00
07/01/2021	89678	THOMAS, DEVIN	BOD STIPEND	100.00
07/15/2021	ACH UNFUND	CalPers Financial Reporting	1750666004 UNFUNDED ACCRUED LIABILITY	66,939.00
07/15/2021	89679	ACCULARM SECURITY SYSTEMS	Security Monitoring - 4/1/21-6/30-21	843.00
07/15/2021	89680	BETTER DEAL EXCHANGE	Acct#701960	249.41
07/15/2021	89681	Butte County Auditor-Controller's Office	LAFCO ANNUAL 2021-22	4,587.94
07/15/2021	89682	Butte County Sheriff's Office	SHERIFF WORK CREW	400.00
07/15/2021	89683	CENTRAL VALLEY FLOOD PROTECTION BOARD	ENCROACHMENT FEE RIVER TRAIL SBF	8,000.00
07/15/2021	89684	DAWSON OIL COMPANY	62765 FUEL	2,146.99
07/15/2021	89685	FORD MOTOR CREDIT COMPANY LLC	TRUCK PAYMENTS	1,645.94
07/15/2021	89686	HOLIDAY POOL CONSTRUCTION	NELSON POOL SBF GRANT	148,615.37
07/15/2021	89687	HOME DEPOT	HOME DEPOT STATEMENT	573.78
07/15/2021	89688	LAKE OROVILLE AREA PUBLIC UTILITY DIST.	2921 B Street Sewer Service- MLK Park	123.18
07/15/2021	89689	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	2,658.47
07/15/2021	89690	P.G. & E.	PGE 5/24/21-6/22/21	12,251.93
07/15/2021	89691	Ray's General Hardware	MISC SUPPLIES FORBETSTOWN	182.75
07/15/2021	89692	RECOLOGY BUTTE COLUSA COUNTIES	TRASH ALL SITES	1,698.65
07/15/2021	89693	SDRMA	2021-22 PROP/LIAB INSURANCE	161,339.77
07/15/2021	89694	Staples	STAPLES STATEMENT 3721	160.38
07/15/2021	89695	STREAMLINE	ANNUAL WEBSITE FRRPD.COM DOMAIN	2,520.00
07/15/2021	89696	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	746.16
07/15/2021	89697	WILSON, ROBERT BRIAN	EXPENSE REIMBR	193.54
07/15/2021	89698	SDRMA	7699 69843 2021-22 WORKERS COMP	44,307.95
07/15/2021	89699	BURLESON, HARRY	INSTRUCTOR FITNESS	344.50
07/15/2021	89700	GARCIA, LON	7/16/21 CONCERT CALF DREAM	250.00
07/15/2021	89701	JOHNSON, BRETT	7/23/21 CONCERT F.RIV GYPSIES	250.00
07/15/2021	89702	AFLAC	JRF86 JUN21 PREMIUMS	1,546.28
07/15/2021	89703-742	PAYROLL	PAYROLL ITEMS	30,910.56
07/29/2021	89743	PREMIER ACCESS	1000548827 AUG21 PREMIUMS	880.33
07/29/2021	89744	BLUE SHIELD OF CALIFORNIA	4004625 AUG21 PREMIUMS	7,514.70
07/29/2021	89745	HUMANA INSURANCE CO.	657103-001 AUG21 PREMIUMS	65.00
07/29/2021	89746	AT&T - CALNET	PHONE LINES	94.90
07/29/2021	89747	CALF. WATER SERVICE	Acct 520857777 5/7/21-6/7/21	14,793.75
07/29/2021	89748	CARTER LAW OFFICE	SBF TRAIL EASEMENT	75.00
07/29/2021	89749	COMP	PREEMPLOYEMENT SCREEN	93.00
07/29/2021	89750	JACKSON'S GLASS	REPAIR WINDOW BLACK VAN INS CLAIM	576.66
07/29/2021	89751	JC NELSON SUPPLY	JANITORIAL SUPPLIES	1,643.31
07/29/2021	89752	TWSD	4-112.01 WATER NELSON	2,986.34
07/29/2021	89753	WAL-MART CAPITAL ONE	STATEMENT 638691	71.64
07/29/2021	89754	Bassett, Brian	8/6/21 CONCERT IN PARK	250.00
07/29/2021	89755	BEELER, JONAS	8/13/21 CONCERT IN PARK	250.00
07/29/2021	89756	HUDSON, ED	7/30/21 CONCERT IN PARK	250.00
07/29/2021	89757	BIGGS CAR CARE CENTER	2008 DODGE RAM	1,816.01
07/29/2021	89758	Butte County Dept. of Public Health	FA 0003547 HAZ WASTE/CUPA	223.00
07/29/2021	89759	COMCAST	Acct#8155600190189780 PHONE/INTERENT	541.32
07/29/2021	89760	JACKSON'S GLASS	AC FRONT DOOR WINDOW	551.38
07/29/2021	89761	LES SCHWAB TIRES	TRAILER TIRE	187.28
07/29/2021	89762	OROVILLE POWER EQUIPMENT	EDGER REPAIR	80.98
07/29/2021	89763	RIEBES AUTO PARTS	TRUCK PARTS	443.67
07/29/2021	89764	STREAMLINE ENGINEERING	NELSON POOL ASSESSMENT	375.00
07/29/2021	89765	COMCAST	Acct# 8155 60 019 0233893	154.63
07/29/2021	89766	BERG, LARRY.	EXPENSE REIMBR	116.22
07/29/2021	89767	P.G. & E.	7241369682-3 6/23/21-7/22/21	14,102.00
07/29/2021	89768-809	PAYROLL	PAYROLL ITEMS	31,700.04
TOTAL			TOTAL	630,412.20



STAFF REPORT

DATE: AUGUST 24, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: NELSON POOL CHANGE ORDER #3

SUMMARY

In Change Order #2, it was explained that there would most likely be more concrete repairs needed for the pool bond beam cap. This is due to similar discovery of rusted rebar sections that have caused portions of the bond beam to fall apart. At \$14,900, this will be the final change order for repairs related to the bond beam cap.

An \$800 subgrade survey was also required to locate utilities in the field on the east side of the pool deck. Grading work is to occur here for drainage and excavation for most of the water play operating equipment. More utilities were discovered than anticipated in the initial excavation. The survey will be added to keep them in place or relocate as needed.

The final item in the change order is a pool auto-fill system for \$1,350.

Change Order #3 Total \$17,220.

RECOMMENDATION

Approve the SBF Nelson Pool Project Changer Order #3 in the amount of \$17,220 for final pool bond beam cap repairs, an added ground survey and an auto-fill system.

ATTACHMENT(S)

1. Change Order Request



CHANGE ORDER NO. 003

Demo, Wall, Survey, Level

PROJECT:
NELSON POOL RENOVATION
2290 6TH STREET
OROVILLE, CA 95965

CHANGE ORDER NUMBER: 002
DATE: August 18, 2021

OWNER: ✓
LANDSCAPE ARCHITECT: ✓
CONTRACTOR: ✓
FIELD:

TO CONTRACTOR:
JIM DOUGHERTY DBA HOLIDAY POOLS
2990 HIGHWAY 32, SUITE 300
CHICO, CA 95973

LANDSCAPE ARCHITECT NUMBER: 2357.1
CONTRACT DATE: January 22, 20201
CONTRACT FOR: Nelson Pool Renovation

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 1,047,600
The net change by previously authorized Change Orders:	<u>\$ 245,826</u>
 The Contract Sum Prior to this Change Order was	 <u>\$ 1,293,426</u>
 The Contract Sum will be INCREASED by this Change Order in the amount of: (Ref: EXHIBITS 1 [request/cost])	 <u>\$ 17,220</u>

EXHIBIT 1, Item 1 – ADD: Demo east, south, west wall concrete cap and rusted steel	\$ 5,600
EXHIBIT 1, Item 1 – ADD: Dowel/Epoxy walls, form, pour	\$ 9,300
EXHIBIT 1, Item 1 – ADD: GPRS Survey electrical/plumbing	\$ 800
EXHIBIT 1, Item 1 – ADD: LEVELOR water leveler	\$ 1,350

ADD SUBTOTAL \$ 17,050

EXHIBIT 1 – 1% BOND ALL ADDS/DEDUCTS \$ 170

The new Contract Sum including this Change Order will be \$ 1,310,646

The Contract Time will be increased by Thirty-Six **(36)** days.

The date of Substantial Completion as of the date of this Change Order therefore is **December 31, 2021.**





CHANGE ORDER NO. 003

Demo, Wall, Survey, Level

NOT VALID UNTIL SIGNED BY THE LANDSCAPE ARCHITECT, CONTRACTOR AND OWNER.

Melton Design Group
Landscape Architect

Jim Dougherty dba HolidayPools
Contractor

FRRPD
Owner

820 Broadway Street
Chico, CA
Address

2990 Highway 32, Suite 300
Chico, CA
Address

1875 Feather River Blvd.
Oroville, CA
Address

By

By

By

Daniel Louder
Print Name
08-18-2021
Date

Print Name
Date

Shawn Rohrbacker
Print Name
Date



EXHIBIT 1

HOLIDAY POOLS CONSTRUCTION
NELSON POOL RENOVATION
CHANGE ORDER REQUEST

August 2, 2021

Listed below is for further repairs to the pool bond beam cap and other items for the project.

1. Remove east, south, and west wall broken concrete cap and rusted steel.	\$5,600.00
2. Dowel and epoxy walls above, form and pour back to 1987 specs.	9,300.00
3. GPRS SURVEY for underground electrical and plumbing behind equip.	800.00
4. LEVELOR auto-fill system to meet code on swimming pool.	1,350.00
SUB TOTAL	\$17,050.00
BOND adjustment 1%	170.00
Total change order	\$17,220.00



5217 Monroe St.
Toledo, OH 43623
(419) 843- 9804
<http://www.gprsinc.com>

INVOICE : 403634

Bill To: 75507
HOLIDAY POOLS
2990 HWY 32 #300
CHICO CA 95973

Job Location: 2290 6TH ST
OROVILLE, CA

SRO Num	PO Number	Job Number	Paid With	GPRS Technician	Date
278214				POITEVINT, KELLY	7/6/2021

Description

Ground Penetrating Radar Systems performed the following work on this project:

Scanning the specified area to locate underground utilities and other significant anomalies. A tracer signal was sent along any accessible metallic utility or tracer wire, and the area was scanned with GPR to locate any additional targets. The locations of any detected utilities and anomalies were marked directly at the site with paint, flags, stakes, or other appropriate means, and results were reviewed with onsite personnel.

- Client wanted us to scan specified areas for utilities.

Invoice Amount \$800.00

Tax \$0.00

Total Invoice \$800.00

TERMS & CONDITIONS - Full terms and conditions at : <http://www.gprsinc.com/termsandconditions.html>

Site Contact : james dougherty	Phone: (530) 624-7523	Email: jdhistoric@att.net
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We are going green! Please send your accounts payable contact name and email address to invoices@gprsinc.com

..... Detach below and mail with payment

Remit To

Ground Penetrating Radar Systems, LLC
PO BOX 932
TOLEDO, OH 43697

Invoice Amount : \$800.00

Date : 7/9/2021

Invoice # : 403634

Bill to # : 75507

SRO # : 278214



STAFF REPORT

DATE: AUGUST 24, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: BCOE FOOD ASSISTANCE PROGRAM

SUMMARY

FRRPD currently works with the Butte County Office of Education (BCOE) to supplement our food service program during summer camp. This Child and Adult Care Food Program (CACFP) would cover the cost of day care food and a cook throughout the year. The program is a USDA Food and Nutrition Service grant. It relies on local education agencies in hunger-impacted counties to provide the following: food service staff to prepare, package and serve meals; kitchen equipment for meal preparation, holding, dining and meal transport.

BCOE currently administers the program for several agencies in Butte County. Attached is a draft form of an Agreement for BCOE to provide these services for FRRPD. The grant and Agreement would annually term from October to September and if qualified renew each year.

Estimated savings for the service total \$28,636.68 for cook and custodial services and \$10,800 for food, combined to total \$39,436.68 a year.

RECOMMENDATION

Approve the preliminary CACFP Service Program Sponsor Agreement with BCOE and give direction for the General Manager to sign in to place a final Agreement pending minor changes approved by FRRPD legal counsel.

ATTACHMENT(S)

1. CACFP Service Program Sponsor Agreement with BCOE.

**CACFP SERVICE PROGRAM
SPONSOR AGREEMENT
CACFP MEALS TO BE SPONSORED BY BCOE**

This Agreement for Special Services ("Agreement") is made and entered into as of October 1, 2021, by and between the BUTTE COUNTY OFFICE OF EDUCATION ("BCOE") and Feather River Parks and Recreation District ("Client"), (together, "Parties").

WHEREAS, the primary objective of the CACFP ("Program") is to provide food services for children in high need areas.

WHEREAS, the Program relies on local education agencies in hunger-impacted counties to provide the following: food service staff to prepare, package and serve meals; kitchen equipment for meal preparation, holding, dining and meal transport;

WHEREAS, there is a need for the Program in Tehama County ("County");

WHEREAS, the Program is administered by BCOE; and

WHEREAS, Client seeks the provision of Program services from BCOE for students in the County.

NOW, THEREFORE, the Parties agree as follows:

1. **Services.** This Agreement is made and entered into for the provision of Program services for students in the County, as further described in EXHIBIT "A" attached hereto and incorporated herein by this reference ("Services").
2. **Term.** Services shall commence under this Agreement on October 1, 2021 and will continue until September 30, 2022, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
3. **Compensation.** BCOE shall pay Client for the actual cost of the Services as described in EXHIBIT "B" as the proposed fee for Services.
 - 3.1. Actual costs are not to exceed the amount outlined in EXHIBIT "B". Client shall submit invoices to BCOE with back-up documentation to support fees and actual costs no later than August 15, 2021.
4. **Materials.** Client shall furnish, and pay for all labor, materials, equipment, supplies and other items necessary for BCOE to complete the Services to be provided pursuant to this Agreement.
5. **Termination.** BCOE may, at any time, with or without reason, terminate this Agreement with thirty (30) days written notice, Client will be compensated by BCOE for Services rendered up to the date of termination (i.e., BCOE will be compensate Client for Services completed to date as a pro-rata amount of the full fees, costs, and expenses).
6. **Indemnification.** The Client agrees to indemnify, defend, and hold harmless BCOE, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on BCOE arising out of the Client's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of BCOE, its officers, agents

and employees. If obligated to indemnify, defend, or hold harmless BCOE under this Agreement, the Client shall reimburse BCOE for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The Client shall seek BCOE approval of any settlement that could adversely affect the BCOE, its officers, agents or employees.

The BCOE agrees to indemnify, defend, and hold harmless Client, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on Client arising out of the BCOE's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of Client, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless Client under this Agreement, the BCOE shall reimburse Client for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The BCOE shall seek Client approval of any settlement that could adversely affect the Client, its officers, agents or employees.

7. **Insurance.** Each party shall procure and maintain at all times insurance with minimum limits as customary for that party's course of business.
8. **Anti-Discrimination.** It is the policy of the BCOE that in connection with all work performed under contracts there be no discrimination against any person engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Client agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and Client policy.
9. **Limitation of BCOE Liability.** Other than as provided in this Agreement, BCOE's financial obligations under this Agreement shall be limited to the provision of funding and expenses provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall BCOE be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.
10. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

If to BCOE:

BUTTE COUNTY OFFICE OF EDUCATION
CalKidz Summer Food Service Program
1859 Bird Street
Oroville, CA 95965
PHONE: (530) 532-5780
ATTN: Julianna L. Roberts

If to Client:

Feather River Recreation & Park District
1875 Feather River Blvd, Oroville, CA
95965
PHONE: 530-533-2011
ATTN: Shawn Rohrbacker

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

11. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
12. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. This Agreement is not valid until approved/ratified by BCOE's Superintendent. Services shall not be rendered until Agreement is approved or ratified.
13. **Assignment.** The obligations of the Client pursuant to this Agreement shall not be assigned by the Client.
14. **Independent Contractor.** BCOE, in the performance of this Agreement, shall be and act as an independent contractor.
15. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County, California.
16. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
17. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
18. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorneys' fees.
19. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.
20. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.
21. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.
22. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

23. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates indicated below.

BCOE:

Client:

Dated: _____, 2021

Dated: _____, 2021

BUTTE COUNTY OFFICE OF EDUCATION

Feather River Recreation & Park District

By: _____

By: _____

Print Name: Mary Sakuma

Print Name:

Title: Superintendent

Title:

EXHIBIT "A"

Scope of Services

UNDER THIS AGREEMENT, THE CLIENT AGREES TO:

Provide food service staff to prepare, package and provide meals Feather River Parks and Recreation District or designated site(s) and as needed for this site and community
October 1, 2021- September 30, 2022 - Monday through Friday Breakfast Lunch and other meals TBD
With the exclusion during summer months Meals would be provided though SFSP program funds.

- Food service per the Program is for Students in Programs and children of the community
- Client to provide meals at Feather River Parks and Recreation District
- Client to coordinate student Breakfast, Lunch and other meals served at
- Client to coordinate meal distribution for at site students, drive-thru or walk-up "grab-and-go" meals to community children as well as needed
- Provide kitchen equipment for meal preparation, holding, meal transport and distribution. Equipment includes but is not limited to: stove, oven, heated prep table, stainless steel table, transport cart, milk cooler, pop-up distribution set-up, and use of organization's van for transportation (as needed to locations to be determined).
- Depending on Per State waivers, for meals and any changes due to Covid-19 meals could be at site or distributed "grab-and-go" meals to students and children of the community time to be TBD.
- There will be xxxxx (xxxxx) meal distribution days
- Client will serve at site or set up pop-up distributions, drive-thru and walk-up sites to distribute "grab-and-go" meals for children of the community depending on needs and wavier guidelines
- Client's staff or volunteers will attend on-line training for CACFP and SFSP Program Services.
- Client's staff or volunteers will input data in provided on-line meal tracking system.
- The operations and hours are subject to change as determined by the needs of site and work done for Program needs and the CACFP / SFSP Sponsor BCOE/CalKidz Food and Nutrition Administrator.
- Submit one (1) invoice monthly to the BCOE for all Program dates where for food services were provided.
 - Specific goods/services are not to exceed the estimated cost(s) shown in EXHIBIT "B".

UNDER THIS AGREEMENT, THE BCOE AGREES TO:

- BCOE to provide services for children ages eighteen (18) years old and under, for the period beginning October 1, 2021 and ending on September 30, 2022.
- BCOE will provide program posting requirements, supplies and training to Client.
- Issue payment to Client for monthly invoice. Payment to be issued each month

EXHIBIT "B"**Fee Schedule**

Classified Staff hours as follows estimated per increased participation due to Covid-19
Hours per students at site and community "grab-and-go" Meals. TBD and adjusted per Meals
Served during CACFP Program Participation

2200 CLASSIFIED STAFF:	Custodian or FSA: 1 hour/ day x \$18.97/ hr. per day x21 = \$397.11 For set up and or clean-up of dining area as related to meal service. Duties to include but not limited to distribution set-up, sweeping, mopping, and disposing of trash.	
2200 COOK:	MAX 4.5 hrs./day X \$16.00/hr. x 21average days per month	\$1,512.00
3000 BENEFITS:	estimated at 25%=	\$477.28
		<u>Total Estimated Labor Costs: \$2,386.39</u>
		<u>Not To Exceed: \$2,386.39</u>
4300 OTHER SUPPLIES/NON-FOOD ITEMS:	Paid directly by BCOE to Vendors	
4301	Other supplies as needed paid on receipts	
4700 FOOD:	Paid directly by BCOE to Vendors	
4701	Food if needed to pick up/ purchase paid on receipts	
5200 TRAVEL:		
5900 TELEPHONE(S):	N/A	
5702 DUPLICATION/COPYING:	as needed	
5900 POSTAGE:	N/A	
5800 OTHER SERVICES:		

Other items to be paid on receipts and documentation

BILLINGS AND PAYMENTS: copies of actual bills, requisitions, work orders, payroll records or auditable working papers must support Client's claim for reimbursement. Claim must be presented to BCOE monthly from 9/1/2021-11/15/22 .

BCOE will notify Client in writing if Client's claim is not received on time.

BILLING ADDRESS: Please use Notice Address listed in Paragraph 10 on page 2.

(CACFP) GUIDELINES/REQUIREMENTS: CACFP Regulations require that program facilities meet sanitation and health standards for adequate kitchen equipment, including refrigeration, cooking and storage. **California State Law also requires that one (1) person at the site must be certified in safe food handling at all times and has received a certificate by successfully passing the course and test provided by the state or local health department.** CACFP regulations require that no food service site may operate until personnel at the site have attended at least one of the sponsor's training sessions. Sponsors must document the attendance at site training sessions and schedule additional sessions for those personnel who are absent. Regulations also require that at least one (1) person who has been trained by the sponsor be present at each of the sponsor's sites during the time of the meal service. This means that if a site supervisor who has attended the sponsor's training session resigns during the summer, the sponsor is responsible for ensuring that the new site supervisor receives all necessary training before taking charge of the CACFP. CFCFP banner and meal times/schedule must be posted on front of the school so it is visible to the community/public.



RESOLUTION 1977-21

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT REVISING SECTION 3.1 OF THE EMPLOYEE HANDBOOK:
APPOINTMENT AND HIRING OF EMPLOYEES**

WHEREAS, pursuant to Section 1 of the Employee Handbook, the District reserves the right to revise, supplement, or rescind any of the provisions, as well as any of its other personnel policies or benefits, from time to time as it deems appropriate by a majority vote of the Board of Directors; and,

WHEREAS, after receiving direction from staff, the Board of Directors approve revisions to the vested positions listed in Section 3.1 of the Employee Handbook;

WHEREAS, the Board of Directors desires to revise the provisions of Section 3.1 Appointment and Hiring of Employees which currently reads;

Authority for the appointment of the District Manager, Park Supervisor, Recreation Supervisor and Business Manager is vested in the Board of Directors.

To revised policy;

Authority for the appointment of the District Manager is vested in the Board of Directors.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Feather River Recreation and Park District hereby adopts revisions to the Board vested positions listed in Section 3.1 Appointment and Hiring of Employees of the Employee Handbook.

BE IT FURTHER RESOLVED that the Board of Directors of the Feather River Recreation and Park District approve insertion of the attached revisions to Section 3.1 of the Employee Handbook.

PASSED and adopted at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 24th day of August 2021 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest: _____
Steven Rocchi, Chairperson

Shawn Rohrbacker, General Manager



AUGUST 2021 DEPARTMENT UPDATES

Childcare Services

Estela Valencia – Director of Children’s Services

Preschool Enrollment: 26 children

Camp Enrollment: 45 children

Current Events/Projects:

Summer camp children attended a field trip to the Aquatic Center twice this month. Luckily, they were able to get out there two times this month and enjoy some fun outdoor activities.

Upcoming Events/Projects:

The official first day of preschool will be on August 17th. Our center will be closed on August 16th for some deep cleaning and rearranging of the classrooms. We have three new families joining our program on September 1st. We are also looking forward to hiring a full-time head teacher in the next few weeks. Summer camp ends August 13th.

Acknowledgements for staff/other organizations:

Special thanks to Zerimar Ramirez and the five other Rec Leaders who have been working with our children in our summer camp program!

Administration, Events & Marketing

Victoria Anton – Executive Administrator

Ongoing & Completed Projects:

- Community Events:
 - Summer Concerts in the Park
 - Unhealthy air quality conditions caused the July 30th and August 6th events to be cancelled. The July 30th performance by Cadillac Ride was reschedule to August 20th.
 - Volunteer Cleanup Days:
 - August 7th Community Cleanup at Palermo Park: 5 Volunteers picked up trash
 - August 7th Gridley Stake Youth Conference Project: 100 Volunteers completed a large cleanup project along the Feather River and multiple parks by painting restrooms, removing invasive plants, and collecting over 40 bags of debris.
 - The Feather River Nature Center provided a \$200 donation to purchase supplies for volunteer events.
- Staffing shortages continue to cause challenges during busy summer months.
- Representing FRRPD: Attended Explore Butte County Board, Oroville Tourism Committee, and Butte County Public Information Officer meetings.
- Community Support: The District partnered with the Community Action Agency of Butte County to host a food distribution event on August 13th at Nelson Complex.

Upcoming Events/Projects:

- Agreements & Contracts:
 - Facility use agreement renewal with the Oroville Youth Soccer Club
 - Collect additional security/fire system quotes from local vendors
- ACRT Arborist Training Planning
 - Independent Utility Vegetation Management Consulting Firm
 - Classroom Time at the Activity Center
 - Skill Training at Palermo Park

Agencies & Public Events:

- Park and Facility Scheduling
 - Thunderbirds at Nelson Complex/Rhinos at Nolan Complex
 - Temporary use of the Activity Center was granted to both groups on hazardous air quality days.



AUGUST 2021 DEPARTMENT UPDATES

Parks Department

Justin Valencia – Interim Park Supervisor

Riverbend

- Wooden stakes replaced on trees
- Camps along salmon run road cleaned
- Quick connect replaced
- Broken Playground EQ removed

Palermo Park

- Broken Irrigation pipes repaired
- Multiple sprinkler heads replaced
- All fence lines and areas a mower can't be operated weed eat and sprayed
- Broken telephone poles removed from fence around perimeter of park
- Covered picnic area pressure washed

Play Town/Nolan

- Brandt field gates and wooden fence repairs made
- Broken sprinkler heads replaced
- Ground squirrel holes filled with dirt(next day the dirt is removed by the ground squirrels we will continue to fill holes)
- Weed eat fence lines and infields
- All fence lines, infields and around trees sprayed

Tennis courts

- Courts blown off (continued once a week)
- north side weed area sprayed
- around courts, fence lines and trees sprayed

Skate Park

- no parking signs installed on new black fencing
- pressure washed and disinfected (once a month)
- screws tightened on ramps
- gravel access road sprayed

Martin Luther King

- amphitheater pressure washed for rental
- graffiti removed
- leaking toilets repaired
- all fence lines and around trees sprayed

Nelson

- all fence lines, infields and around trees sprayed
- temp fence installed on Baldry field for backstop
- broken pipe repaired made in RD Davis outfield
- infield sprinklers adjusted to cover more properly
- practice and game prep for baseball being done Monday, Tuesday and Wednesday



AUGUST 2021 DEPARTMENT UPDATES

All tasks listed above are being performed during normal operation duties. Landscaping at all parks is at a point to where I can reduce staff on mow team and be able to give Riverbend more attention and focus. Riverbend will be maintenance department's main priority. A park closer is set to happen next week at Riverbend to treat weeds/broadleaf on soccer fields and spray all other DG areas, river rock beds, around trees and signs in the park. Dates are being set to start transient camp clean ups on a bi-weekly schedule with the sheriff's department and Deputy J. Medina.

Staff is continuing to impress me with their growing work ethic and willingness to get along. Things are going very smooth, and moral continues to rise. The Maintenance crew is growing into a great team and are excited to get work done and make the parks something they can be proud of.