



FEATHER RIVER RECREATION & PARK DISTRICT
Regular Board Meeting
June 22, 2021

ACTIVITY CENTER
1875 Feather River Blvd.
Oroville, CA 95965

AGENDA

Open Session 5:30 PM

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

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

Thank you, Park Volunteers, for your efforts during the June 5th Cleanup Event at Martin Luther King Jr. Park. Community members collected over 20 bags of trash and debris.

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.

- 1. May 25, 2021 Regular Board Meeting Minutes** (Appendix A)
- 2. May 2021 Financials** (Appendix B)
- 3. RESOLUTION NO. 1965-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF LIGHT POLES REPLACED AT MARTIN LUTHER KING JR. PARK** Fixed Asset number 202106 (Appendix C)
- 4. RESOLUTION NO. 1966-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF ROOF PROJECT AT PALERMO POOL** Fixed Asset number 202105 (Appendix D)

Consent Agenda Motion:

Vote:

PUBLIC HEARINGS (*Appendix E*)

1. PUBLIC HEARING: 2021-22 FISCAL YEAR BUDGET (no action)

Final 2020-21 Fiscal Year Budget adoption scheduled for July 27th.

2. PUBLIC HEARING: 2020-21 ENGINEERS REPORT (no action)

Final 2020-21 Engineers Report adoption scheduled for July 27th.

ACTION ITEM(S)

1. RESOLUTION NO. 1967-21: A RESOLUTION APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF ASSESSMENT FOR FISCAL YEAR 2021-21 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT (*Appendix F*)

Engineer's Report Provided by SCI Consulting

Motion:

Vote:

2. RESOLUTION NO. 1968-21: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS ADOPTING THE 2021-22 APPROPRIATIONS LIMITATIONS (*Appendix G*)

Staff Report Provided by Deb Peltzer

Motion:

Vote:

3. Approve New Organization Chart (*Appendix H*)

Staff Report Provided by Deb Peltzer

Motion:

Vote:

4. Change Order Proposal to repair the swimming pool bond beam and related sections. (*Appendix I*)

Staff Report Provided by Shawn Rohrbacker

Motion:

Vote:

5. Proposal for Special Tax Consulting Services and Community Facilities District formation for the Feather River Recreation and Park District's River Ranch Subdivision Development (*Appendix J*)

Staff Report Provided by Shawn Rohrbacker

Motion:

Vote:

6. Proposal for Park Impact Fee Nexus Study and Related Consulting Services (*Appendix K*)

Staff Report Provided by Shawn Rohrbacker

Motion:

Vote:

7. RESOLUTION NO. 1969-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING NEW CREDIT CARD ACCOUNT CITI BANK COSTCO ANYWHERE BUSINESS CARD WITH CREDIT LIMIT UP TO \$5,000 (*Appendix L*)

Staff Report Provided by Deb Peltzer

Motion:

Vote:

8. Facility Use Agreement with Lake Oroville Little League (Appendix M)

Motion:

Vote:

9. RESOLUTION NO. 1970-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT REVISING SECTION 18: FUNCTIONS OF THE STANDING COMMITTEES AND AD-HOC COMMITTEES IN THE BOARD POLICES AND PROCEDURES HANDBOOK (Appendix N)

Staff Report Provided by Shawn Rohrbacker

Motion:

Vote:

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

Finance Committee, Benefit Assessment District Committee

UNFINISHED BUSINESS

BOARD ITEMS FOR UPCOMING AGENDA(S)

2020-21 Budget Schedule: Remaining Meetings

July 27th - Adoption of Final Budget

July 31st - Submit Final Budget to Butte County

ADJOURNMENT



FEATHER RIVER RECREATION & PARK DISTRICT

Regular Board Meeting

May 25, 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 5:05 PM.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

ADJOURNMENT TO CLOSED SESSION

Pursuant to Government Code 54956.8, Conference with Real Property Negotiators – Meeting with broker to discuss possible real property transactions and engagement of broker.

ANNOUNCEMENT(S) FROM CLOSED SESSION

No action was taken. Direction was given to staff.

Director Brandt exited the meeting at 5:45 pm.

PUBLIC COMMENT

Members of the Oroville Gymnastics Booster Club shared their future fundraising plans. They also expressed concern with the potential sale of the Activity Center facility. General Manager Rohrbacker addressed OGBC concerns stating that the Board is reviewing all District assets, including the Activity Center, to address immediate and long-term maintenance needs.

CONSENT AGENDA

- 1. April 26, 2021 Special Board Meeting Minutes**
- 2. April 27, 2021 Regular Board Meeting Minutes**
- 3. May 6, 2021 Special Board Meeting Minutes**
- 4. April 2021 Financials**
- 5. RESOLUTION NO. 1957-21:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF BOAT DOCK AT RIVERBEND PARK Fixed Asset number 192006 AND 202103
- 6. RESOLUTION NO. 1958-21:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF AMPHITHEATRE AT RIVERBEND PARK Fixed Asset number 202102
- 7. RESOLUTION NO. 1959-21:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF BEACH PROJECT AT RIVERBEND PARK Fixed Asset number 202101

8. **RESOLUTION NO. 1960-21:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$297,536 FROM COUNTY ACCOUNTS: BENEFIT ASSESSMENT FUND 2610 TO THE GENERAL FUND ACCOUNT 2600 (Appendix H)
9. **RESOLUTION NO. 1961-21:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$120,000 FROM THE MERCHANT PAYMENT RECEIVED BY CREDIT CARD ACCOUNT: BANK OF THE WEST TO THE GENERAL FUND ACCOUNT 2600

Consent Motion & Vote:

Director DeLong made the motion to approve the Consent Agenda.

Director Thomas seconded the motion.

***The motion to approve the Consent Agenda passed with a unanimous vote.**

(Directors Fowler and Brandt absent)

ACTION ITEMS

1. **RESOLUTION NO. 1962-21: A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2021-22, PRELIMINARILY APPROVING ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

Director DeLong made the motion to adopt Resolution 1962-21.

Director Thomas seconded the motion.

***The motion to adopt Resolution 1962-21 passed with a unanimous vote.**

2. **RESOLUTION NO. 1963-21 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 \$20,577 TO COMPLETE FUNDING FOR BEAR ROCK PLAYGROUND AT RIVERBEND PARK**

Director DeLong made the motion to adopt Resolution 1963-21.

Director Thomas seconded the motion.

***The motion to adopt Resolution 1963-21 passed with a unanimous vote.**

3. **NO. 1964-21: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF BEAR ROCK PLAYGROUND AT RIVERBEND PARK**

Director DeLong made the motion to adopt Resolution 1964-21.

Director Thomas seconded the motion.

***The motion to adopt Resolution 1964-21 passed with a unanimous vote.**

4. **Add one Full Time Teacher Position to the Child Development Center**

Director DeLong made the motion to add one full time teacher position to the Child Development Center.

Director Thomas seconded the motion.

***The motion to add one full time teacher position to the Child Development Center passed with a unanimous vote.**

DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS

Committee and Staff reports were reviewed. Chairperson Rocchi announced the creation of an Ad hoc Committee focusing on asset utilization and the financial status of the District.

CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 6:06 PM.

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

	May 21	Budget	\$ Over Budget	STAFF COMMENTS	Jul '20 - May 21	YTD Budget	\$ Over Budget	STAFF COMMENTS	Annual Budget
Ordinary Income/Expense									
Income									
4100 - Tax Revenue	54,915		54,915		1,844,928	1,800,000	44,928		1,800,000
4150 - Tax Revenue (BAD)					272,926	297,536	(24,610)	BAD revenue less SCI report. June could post revenue. GM works with SCI regarding shortage budget numbers past 3 years	297,536
4300 - Program Income									
4350 - Discounts & Credits	(2,290)	(46)	(2,244)		(3,098)	(504)	(2,594)		(550)
4351 - Loss of Program Revenue COVID					(2,174)				
4300 - Program Income - Other	44,468	37,917	6,551	Classes \$2.4k, Preschool \$17k, Gym \$12k, \$13k rentals	400,772	417,083	(16,311)		455,000
Total 4300 - Program Income	42,178	37,871	4,307		395,500	416,579	(21,079)		454,450
4400 - Donation & Fundraising Income	2,520	167	2,353	\$2.5k Oroville Hosp donation Concerts in Park	5,758	1,833	3,925		2,000
4600 - Other Income		17	(17)		512	183	329		200
4900 - Interest Income		833	(833)		17,525	9,167	8,358		10,000
4905 - Interest Income - BAD		167	(167)		1,844	1,833	11		2,000
Total Income	99,613	39,055	60,558		2,538,993	2,527,131	11,862		2,566,186
Gross Profit	99,613	39,055	60,558		2,538,993	2,527,131	11,862		2,566,186
Expense									
5000 - Payroll Expenses									
5010 - Wages & Salaries	72,321	79,235	(6,914)		821,829	917,590	(95,761)	Payroll and GASB expense is currently 45% of gross revenue. Year end estimated 48-50% of gross revenue	996,825
5020 - Employer Taxes	6,294	7,566	(1,272)		71,895	87,621	(15,726)		95,187
5030 - Employee Benefits	13,316	16,147	(2,831)		146,597	187,004	(40,407)		203,151
5040 - Workers Comp	4,192	4,514	(322)		50,497	52,284	(1,787)		56,798
Total 5000 - Payroll Expenses	96,123	107,462	(11,339)		1,090,818	1,244,499	(153,681)		1,351,961
5031 - GASB 68 Benefit Expense					56,394	59,610	(3,216)		59,610
5100 - Advertising & Promotion	420	346	74		865	3,804	(2,939)		4,150
5120 - Bank Fees	217	500	(283)		6,687	5,500	1,187		6,000
5130 - Charitable Contributions						2,500	(2,500)		2,500
5140 - Copying & Printing	790	750	40		7,961	8,250	(289)		9,000
5155 - Employment New Hire Screen	93	148	(55)		298	1,624	(1,326)		1,772
5160 - Dues, Mbrshps & Subscriptions		130	(130)		7,616	8,170	(554)		8,300
5170 - Education & Development		279	(279)		900	3,071	(2,171)		3,350
5175 - Equipment Rental	170	321	(151)		3,391	3,529	(138)		3,850
5180 - Equipment, Tools & Furn (<\$5k)									
5182 - Operating ET&F		242	(242)		281	2,658	(2,377)		2,900
5184 - Program ET&F	3,628	392	3,236	\$3.6k Gymnastics equipment	4,361	4,308	53		4,700
5186 - Site/Shop ET&F		833	(833)		1,297	9,167	(7,870)		10,000
5187 - IT Computer/Hardware Technology		733	(733)		2,407	8,067	(5,660)		8,800
5188 - IT Computer/Software Technology	2,460	1,775	685	\$1.3k accounting software upgrade	20,020	19,525	495		21,300
Total 5180 - Equipment, Tools & Furn (<\$5k)	6,088	3,975	2,113		28,366	43,725	(15,359)		47,700
5200 - Insurance					118,557	129,000	(10,443)		129,000
5210 - Interest Expense - Operating	178	250	(72)		2,376	2,750	(374)		3,000

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

	May 21	Budget	\$ Over Budget	STAFF COMMENTS	Jul '20 - May 21	YTD Budget	\$ Over Budget	STAFF COMMENTS	Annual Budget
5225 - Postage & Delivery	104	100	4		1,055	1,100	(45)		1,200
5230 - Professional & Outside Svcs									
5232 - Accounting					24,700	28,000	(3,300)		28,000
5233 - Bands/Recreation		200	(200)		300	400	(100)		800
5234 - Board Stipends	600	1,000	(400)		6,700	11,000	(4,300)		12,000
5235 - Recreation Instructors					29				
5236 - Legal	158	1,250	(1,092)		9,390	13,750	(4,360)		15,000
5237 - Contract Janitorial	5,109	6,385	(1,276)		56,199	70,240	(14,041)	Playtown closed due to fire	76,625
5239 - Outside Service Admin/Consult	1,995	5,600	(3,605)	\$2k IT support	35,590	80,400	(44,810)	\$30k budget election not used	86,000
Total 5230 - Professional & Outside Svcs	7,862	14,435	(6,573)		132,908	203,790	(70,882)		218,425
5260 - Repairs & Maintenance									
5261 - Building R&M	159	2,083	(1,924)		5,248	22,917	(17,669)		25,000
5262 - Equip Repairs & Small Tools	5,125	1,208	3,917	\$3.6k John Deer repair	20,691	13,292	7,399		14,500
5263 - General R&M		750	(750)		1,701	8,250	(6,549)		9,000
5264 - Grounds R&M	1,762	5,417	(3,655)		51,780	59,583	(7,803)		65,000
5265 - Janitorial Supplies	1,492	2,333	(841)	Increase due to Act Center programming	14,369	25,667	(11,298)		28,000
5266 - Vandalism Repair		417	(417)		3,985	4,583	(598)		5,000
5267 - Vehicle R&M	19	500	(481)		6,278	5,500	778		6,000
5268 - Aquatics Pool R&M	2,171	2,500	(329)		22,911	27,500	(4,589)		30,000
5269 - Outside Contractor/Services R&M	470	833	(363)		22,128	9,167	12,961	\$5.5k empty pump station due to Riverbend pump failure. \$4.9k Nolan well pump repair, \$2k backflow repair MLK. \$1k septic holding tank empty Act Center sump pump needs to be replaced	10,000
Total 5260 - Repairs & Maintenance	11,198	16,041	(4,843)		149,091	176,459	(27,368)		192,500
5270 - Security	110	1,667	(1,557)		6,072	18,333	(12,261)	increased security budgeted, has not been installed	20,000
5280 - Supplies - Consumable									
5281 - Misc Staff & Uniforms Supplies		500	(500)		1,593	5,500	(3,907)	June will have Maintenance staff shirts/hats expense	6,000
5282 - Office Supplies	103	417	(314)		1,469	4,583	(3,114)		5,000
5284 - Program Food	877	692	185		8,366	7,608	758		8,300
5286 - Program Supplies	1,535	575	960		5,908	6,325	(417)		6,900
5287 - Safety Supplies		310	(310)		2,956	3,415	(459)		3,725
5289 - Site Supplies	6	83	(77)		6	917	(911)		1,000
Total 5280 - Supplies - Consumable	2,521	2,577	(56)		20,298	28,348	(8,050)		30,925
5290 - Taxes, Lic., Notices & Permits	828	406	422	pool public health annual permits	6,179	4,469	1,710		4,875
5300 - Telephone/Internet	947	1,153	(206)	Switched Comcast plans and received \$200 credit	12,312	12,687	(375)		13,840
5310 - Transportation, Meals & Travel									
5312 - Air, Lodging, Other Travel		58	(58)			642	(642)		700
5314 - Fuel	1,898	2,508	(610)		17,514	27,592	(10,078)		30,100
5316 - Meals		8	(8)			92	(92)		100
5318 - Mileage	62	96	(34)		629	1,054	(425)		1,150
Total 5310 - Transportation, Meals & Travel	1,960	2,670	(710)		18,143	29,380	(11,237)		32,050

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

	May 21	Budget	\$ Over Budget	STAFF COMMENTS	Jul '20 - May 21	YTD Budget	\$ Over Budget	STAFF COMMENTS	Annual Budget
5320 - Utilities									
5322 - Electric	9,983	10,125	(142)		102,898	111,375	(8,477)		121,500
5324 - Garbage	1,536	1,929	(393)		22,220	21,221	999		23,150
5326 - Gas/Propane	191	609	(418)		4,126	6,701	(2,575)		7,310
5328 - Sewer	166	350	(184)		3,909	3,850	59		4,200
5329 - Water	10,682	11,058	(376)		132,231	123,687	8,544		134,745
Total 5320 - Utilities	22,558	24,071	(1,513)		265,384	266,834	(1,450)		290,905
Total Expense	152,167	177,281	(25,114)		1,935,671	2,257,432	(321,761)		2,434,913
Net Ordinary Income	(52,554)	(138,226)	85,672		603,322	269,699	333,623		131,273
Other Income/Expense									
Other Income									
4200 - Impact Fee Income	109,966				279,183				
4500 - Grant/Reimbursed Expense Income	251,926				357,210				
4650 - Insurance Proceeds					463,850				
4910 - Interest Income - Impact Fees					6,861				
Total Other Income	361,892				1,107,104				
Other Expense									
5102 - Insurance Claim Expense	5,732			Playtown 2 months portable toilet rental	51,812				
7210 - Debt Interest Expense	7,574	7,574	0		86,716	86,371	345		93,945
Total Other Expense	13,306	7,574	5,732		138,528	86,371	52,157		93,945
Net Other Income	348,586	(7,574)	356,160		968,576	(86,371)	1,054,947		(93,945)
Net Income	296,032	(145,800)	441,832		1,571,898	183,328	1,388,570		37,328

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

3:11 PM
06/16/2021
Accrual Basis

	May 31, 21	May 31, 20	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 · Treasury Cash				
1010.1 · Treasury Cash - General	1,345,183	598,277	746,906	125%
1010.2 · Treasury Cash - Reserve	302,494	332,494	-30,000	-9%
1010.3 · Treasury Admin Ins Proceeds	216,525	216,525	0	0%
1010.4 · Treasury Ins Proceeds Playtown	49,192	-12,596	61,788	491%
Total 1010 · Treasury Cash	1,913,394	1,134,700	778,694	69%
1020 · Imprest Cash	517	864	-347	-40%
1030 · BofW - Merchant Acct.	17,532	231,458	-213,926	-92%
1031 · BofW Project INS PROCEEDS	79	1,327,656	-1,327,577	-100%
1040 · Fund 2610 - BAD	15,710	283,522	-267,812	-94%
1050 · Impact Fees				
1051 · Impact - Parklands	551,500	434,090	117,410	27%
1052 · Impact - Public Use	60,949	27,385	33,564	123%
1053 · Impact - Aquatics	92,234	61,271	30,963	51%
Total 1050 · Impact Fees	704,683	522,746	181,937	35%
Total Checking/Savings	2,651,915	3,500,946	-849,031	-24%
Accounts Receivable	-16,620	-2,168	-14,452	-667%
Other Current Assets				
1302 · FEMA Riverbend Claim A/R	2,839	2,839	0	0%
1310 · Miscellaneous Receivables	0	402	-402	-100%
1316 · Prepaid Expenses/Debt Interest	7,574	8,254	-680	-8%
1320 · Umpqua Bank Project Fund	188,856	188,856	0	0%
Total Other Current Assets	199,269	200,351	-1,082	-1%
Total Current Assets	2,834,564	3,699,129	-864,565	-23%
Fixed Assets				
1410 · Land	627,494	627,494	0	0%
1420 · Buildings & Improvements	15,903,777	15,029,020	874,757	6%
1430 · Equipment & Vehicles	1,874,141	1,150,139	724,002	63%
1440 · Construction in Progress				
1443 · CIP Riverbend Restoration RB99	0	245,881	-245,881	-100%
1448 · CIP Nelson SBF NE99	452,646	102,678	349,968	341%
1450 · CIP Feather River Trail FRT99	10,152	2,393	7,759	324%
1451 · CIP Playtown Bathroom Fire	521,424	171,716	349,708	204%
Total 1440 · Construction in Progress	984,222	522,668	461,554	88%
1499 · Accumulated Depreciation	-5,433,828	-4,762,614	-671,214	-14%
Total Fixed Assets	13,955,806	12,566,707	1,389,099	11%
Other Assets				
1500 · FMV Adjustments	35,865	0	35,865	100%
1550 · GASB 68 CalPERS Valuation	203,139	204,906	-1,767	-1%
Total Other Assets	239,004	204,906	34,098	17%
TOTAL ASSETS	17,029,374	16,470,742	558,632	3%

	May 31, 21	May 31, 20	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	71,593	193,238	-121,645	-63%
Credit Cards				
2300 · Credit Cards Payable	1,060	-525	1,585	302%
2350 · Supplier Accounts	0	753	-753	-100%
Total Credit Cards	1,060	228	832	365%
Other Current Liabilities				
2100 · Payroll Liabilities	71,400	12,413	58,987	475%
2400 · Deposits/Refunds to Customers	3,178	1,793	1,385	77%
2405 · Deferred Revenue	23,852	0	23,852	100%
Total Other Current Liabilities	98,430	14,206	84,224	593%
Total Current Liabilities	171,083	207,672	-36,589	-18%
Long Term Liabilities				
2954 · Ford Motor Vehicle Loan	30,684	47,258	-16,574	-35%
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	967,811	106,794	11%
Total Long Term Liabilities	3,807,203	3,961,884	-154,681	-4%
Total Liabilities	3,978,286	4,169,556	-191,270	-5%
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	6,439,517	5,915,248	92%
3040 · General Fund Balance	-1,754,519	-1,653,177	-101,342	-6%
3050 · Benefit Assessment District	38,475	39,721	-1,246	-3%
3060 · Impact Fees (general)	541,792	440,964	100,828	23%
3099 · Undistributed Retained Earnings	278,381	6,553,501	-6,275,120	-96%
Net Income	1,571,194	459,661	1,111,533	242%
Total Equity	13,051,088	12,301,187	749,901	6%
TOTAL LIABILITIES & EQUITY	17,029,374	16,470,743	558,631	3%

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

	Date	Source Name	Memo	Amount	Balance
1010.3 - Treasury Admin Ins Proceeds					216,525.19
Total 1010.3 - Treasury Admin Ins Proceeds			Funds allocated in 2021 (\$450k additional funds requested to complete project)		216,525.19
1010.4 - Treasury Ins Proceeds Playtown					49,191.76
Total 1010.4 - Treasury Ins Proceeds Playtown					49,191.76
1031 - BofW Project INS PROCEEDS					79.17
Total 1031 - BofW Project INS PROCEEDS			Riverbend completed. This account will remain open for future electronic transfers from Insurance and other agencies		79.17
1302 - FEMA Riverbend Claim A/R					2,839.00
Total 1302 - FEMA Riverbend Claim A/R					2,839.00
1320 - Umpqua Bank Project Fund					188,856.12
Total 1320 - Umpqua Bank Project Fund			Funds allocated in 2019 for Nelson Pool SBF matching grant		188,856.12
1410 - Land					627,494.00
Total 1410 - Land					627,494.00
1420 - Buildings & Improvements					15,895,716.78
	05/17/2021	George Roofing	ROOF PALERMO POOL BATHROOM FIXED ASSET 202105	8,060.00	15,903,776.78
Total 1420 - Buildings & Improvements				8,060.00	15,903,776.78
1430 - Equipment & Vehicles					1,865,641.33
	05/19/2021	Williams Electric Company, Inc	REPLACE 3 LIGHT POLES AND LIGHTS FIXED ASSET 202106	8,500.00	1,874,141.33
Total 1430 - Equipment & Vehicles				8,500.00	1,874,141.33
1440 - Construction in Progress					983,705.26
1448 - CIP Nelson SBF NE99					452,646.14
Total 1448 - CIP Nelson SBF NE99					452,646.14
1450 - CIP Feather River Trail FRT99					9,635.10
	05/17/2021	Northstar Engineering	PERMITS RIVER TRAIL SBF PROJECT	467.16	10,102.26
Total 1450 - CIP Feather River Trail FRT99				467.16	10,102.26
1451 - CIP Playtown Bathroom Fire					521,424.02
Total 1451 - CIP Playtown Bathroom Fire					521,424.02
Total 1440 - Construction in Progress				467.16	984,172.42
2955 - Umpqua Bank Tax Exempt Bond A					-2,669,389.00
	05/01/2021	BANK OF NEW YORK MELLON	2015A PRINCIPAL PAYMENT	54,475.00	-2,614,914.00
Total 2955 - Umpqua Bank Tax Exempt Bond A				54,475.00	-2,614,914.00
2960 - Umpqua Bank Taxable Bond B					-94,999.97
	05/01/2021	BANK OF NEW YORK MELLON	2015B PRINCIPAL PAYMENT	8,000.00	-86,999.97
Total 2960 - Umpqua Bank Taxable Bond B				8,000.00	-86,999.97

Feather River Recreation & Park District

Check Register

May 2021

Date	Num	Name	Memo	Credit
05/06/2021	89317	AFLAC	JRF86	1,303.62
05/06/2021	89318	BLUE SHIELD OF CALIFORNIA	4004625 MAY21 PREMIUMS	7,494.40
05/06/2021	89319	HUMANA INSURANCE CO.	657103-001 MAY21 PREMIUMS	60.00
05/06/2021	89320	PREMIER ACCESS	1000548827 MAY21 PREMIUMS	766.80
05/06/2021	89321	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	5,109.00
05/06/2021	89323	BANKCARD CENTER	APR21 STATEMENT	5,636.58
05/06/2021	89324	BETTER DEAL EXCHANGE	Acct#701960	165.41
05/06/2021	89325	CALF. WATER SERVICE	Acct 520857777 2/18/21-3/17/21	18.00
05/06/2021	89326	COMCAST	Acct#8155600190189780 PHONE/INTERENT	545.87
05/06/2021	89327	DAN HUFFMAN PLUMBING	PLUMBING REPAIR	492.68
05/06/2021	89328	DEL-MAR RENTAL & LANDSCAPE SUPPLY	SOD PRESCHOOL AREA	214.50
05/06/2021	89329	Dept. of Motor Vehicles	REG FEE TRAILER 4PT8175	10.00
05/06/2021	89330	FRANKLIN CONSTRUCTION, INC	FINAL BEAR ROCK PLAYGROUND RETENT	19,930.10
05/06/2021	89331	Golden Bear Alarms	QTRLY ALARM FBT	109.50
05/06/2021	89332	HAWTHORN, CRYSTAL	REFUND RENTAL	215.00
05/06/2021	89333	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	125.00
05/06/2021	89334	HOLLY B. PLADSON CPA	2019-20 FINAL AUDIT	24,700.00
05/06/2021	89335	PYE'S APPLIANCE SERVICE	DYER REPAIR	97.20
05/06/2021	89336	SHARP'S LOCKSMITHING	TRUCK LOCKS	15.37
05/06/2021	89337	SOUTH FEATHER WATER & POWER	007771-000	111.41
05/06/2021	89338	SURPLUS CITY	CONEX RENTAL	255.00
05/06/2021	89339	THRIFTY ROOTER	RIVERBEND BATHROOM	285.00
05/06/2021	89340	VOID	void ck 89340	0.00
05/06/2021	89341	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	705.90
05/06/2021	89342	VERIZON WIRELESS	WIRELESS PHONES 842045253-00001	55.19
05/06/2021	89343	WEAVER, LEILA	REFUND RB5	125.00
05/06/2021	89344	WESTCAMP, RAYMOND	REFUND IMPACT FEE	1,106.00
05/06/2021	89345	WILSON, ROBERT BRIAN	MAY21 GAS STIPEND & EXPENSE REIMBR	46.48
05/06/2021	89346	COMCAST	Acct# 8155 60 019 0233893	218.15
05/06/2021	89347	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
05/06/2021	89348	FOWLER, SCOTT KENT	BOD STIPEND	100.00
05/06/2021	89349	ROCCHI, STEVE	BOD STIPEND	200.00
05/06/2021	89350	THOMAS, DEVIN	BOD STIPEND	100.00
05/06/2021	89351-386	PAYROLL	PAYROLL ITEMS	27,733.26
05/20/2021	89387	VOID	void check 89387	0.00
05/20/2021	89388	VOID	void check 89388	0.00
05/20/2021	89389	BETTER DEAL EXCHANGE	Acct#701960	223.84
05/20/2021	89390	Butte County Sheriff's Office	SHERIFF WORK CREW	760.00
05/20/2021	89391	COMP	PRE EMPLOYMENT SCREEN	46.50
05/20/2021	89392	CRESCO EQUIPMENT RENTALS	HIGH WEED MOWER RENTAL	293.90
05/20/2021	89393	D & G Sports Inc.	REPLACE CARPET BONDED FOAM	3,627.75
05/20/2021	89394	DAWSON OIL COMPANY	62765 FUEL	2,136.42
05/20/2021	89395	EMPLOYMENT DEVELOPMENT DEPT.	499-02992	145.38
05/20/2021	89396	FP MAILING SOLUTIONS	ANNUAL POSTAL MACHINE	103.92
05/20/2021	89397	HOME DEPOT	HOME DEPOT STATEMENT	1,068.11
05/20/2021	89398	Huntington's Sportsman's Store	CLOTHING ALLOWANCE	245.03
05/20/2021	89399	Lincoln Aquatics	POOL CHEMICALS	3,253.05
05/20/2021	89400	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	2,067.15
05/20/2021	89401	MUNANUI, VERONICA	REFUND LIFEGUARD COURSE	250.00
05/20/2021	89402	OROVILLE POWER EQUIPMENT	MISC EQUIPMENT REPAIRS	446.21
05/20/2021	89403	P.G. & E.	PGE 3/24/21-4/22/21	6,721.50
05/20/2021	89404	PARK PLANET	REPLACE PARK EQUIPMENT BEAR ROCK	2,054.41
05/20/2021	89405	PEEL, LISA	REFUND CL53	100.00
05/20/2021	89406	RECOLOGY BUTTE COLUSA COUNTIES	TRASH ALL SITES	1,744.37
05/20/2021	89407	RENTAL GUYS, INC.	HUSTLER MOWER PARTS	633.32
05/20/2021	89408	Sunrise Environmental Scientific	WASP SPRAY	253.07
05/20/2021	89409	TEEMS, KATTIE	REIMB FIRST AID TRAINING	120.00
05/20/2021	89410	Turf Star, Inc.	SOD PRESCHOOL AREA	265.99
05/20/2021	89411	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	339.75
05/20/2021	89412	WILSON, ROBERT BRIAN	EXPENSE REIMBR	215.00
05/20/2021	89413	BANK OF NEW YORK MELLON	UMPQUA LOANS 2015a 2015b	85,196.92
05/20/2021	89414	BANK OF NEW YORK MELLON	ANNUAL BANK FEES LOANS	2,000.00
05/20/2021	89415-450	PAYROLL	PAYROLL ITEMS	26,974.30
				239,536.31



RESOLUTION NO. 1965-21

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF LIGHT POLES REPLACED AT MARTIN LUTHER KING JR. PARK
Fixed Asset number 202106**

WHEREAS, the Feather River Recreation and Park District Board of Directors approved the Light Pole Project at Martin Luther King Jr. Park ; and,

WHEREAS, the Feather River Recreation and Park District Board approved utilization of the General Fund for said project; and,

WHEREAS, the Feather River Recreation & Park District Board of Directors is committed to continuing the mission of the District to provide and maintain quality parks, recreation experiences and related facilities and programs for all residents of the District; and,

RESOLVED, that the Feather River Recreation & Park District Board of Directors hereby acknowledges the completion of replacement of three (3) light poles at MLK Park in the amount of \$8,500, Fixed Asset number 202106 in service May 19th, 2021

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of June 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____
Steven Rocchi, Chairperson

Shawn Rohrbacker, General Manager



RESOLUTION NO. 1966-21

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF ROOF PROJECT AT PALERMO POOL Fixed Asset number 202105

WHEREAS, the Feather River Recreation and Park District Board of Directors approved the Roof Project at Palermo Pool; and,

WHEREAS, the Feather River Recreation and Park District Board approved the utilization of General Fund for said project; and,

WHEREAS, the Feather River Recreation & Park District Board of Directors is committed to continuing the mission of the District to provide and maintain quality parks, recreation experiences and related facilities and programs for all residents of the District; and,

RESOLVED, that the Feather River Recreation & Park District Board of Directors hereby acknowledges the completion of Roof project at Palermo Pool Bathroom in the amount of \$8,060, Fixed Asset number 202105 in service May 17th, 2021

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of June 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____ Steven Rocchi, Chairperson

_____ Shawn Rohrbacker, General Manager



DATE: JUNE 22, 2021

TO: FEATHER RIVER RECREATION & PARK DISTRICT BOARD OF DIRECTORS

FROM: DEBORAH PELTZER, BUSINESS MANAGER

RE: FRRPD PRELIMINARY BUDGET

STAFF PRESENTATION BUDGET FISCAL YEAR 2021-22

SUMMARY

Annually the Feather River Recreation and Park District hosts a budget workshop for the upcoming fiscal year. The budget presented is per board direction at budget workshop.

Comparing proposed budget 2021-22 to the actual operating income statement 2020-21 is difficult due to Covid-19 pandemic. Since March 2020 the District has not had more than 30 employees on payroll and very limited programming until May 2021. The preschool is currently running 50% occupancy. Gymnastics was running team practice only until May 2021. All other programming has been closed or limited. Reservations were not available during Covid restrictions. Reservations started on March 15th, with restrictions and limited to full day reservations only.

The budget presented for the 2021-20 is completed with full programming and lessened Covid restrictions. Additional programming will be created, focusing toward utilizing parks and outdoor spaces: examples tennis, basketball, volleyball, soccer, track, all of which utilizes District owned facilities and parks for both youth and adults programming.



PURCHASES/CHANGES TO THE 2020-21 BUDGET: STAFF RECEIVED BOARD CENUSUS TO MOVE FORWARD AS PRESENTED AT WORKSHOP

To continue with the budget process both accurately and efficiently, staff RECEIVED Board consensus on a few items presented below.

1. Add a full time Preschool Teacher position to Org Chart
2. Board agreement of 3% increase pay-scale and changes to step 1
3. Increase health benefit employer contribution to \$850 month per employee
4. Support Tax Revenue BAD max up to 3% increase,

BUDGET OVERVIEW & BUDGET BY DEPARTMENTS

SUMMARY: CHANGES TO REVENUE

- **4100 Tax Revenue:** General Tax revenue is based on property values in the District's boundaries. Staff is anticipating a negative impact to annual tax revenue for the 2021-22 f/year due to the loss of homes during the North Complex Wildfire during the summer of 2020, therefore has not accounted for the increase to property values in the area.
- **4150 BAD Tax Revenue:** Staff is requesting both Board and BAD committee to accept annual max increase. Estimated 3% increase is approximately \$9k annual increase spent only in the parks on maintenance. The District heavily relies on this assessment- spending the tax revenue appropriately- and it is imperative this assessment not only stays in place but the increase is approved.

Current BAD rate per household: Zone A \$15.34/Zone B \$7.66 Total Annual Assessment \$297,827

2021-22 CPI max increase max: Zone A \$15.80/Zone B \$7.90 Total Annual Assessment \$306,758

- **4300 Program Revenue:** Programming is budgeted lower than the District can and should be generating to maintain an Activity Center of this size. Due to both Covid restrictions and facing a general difficulty hiring employees, the budgeted program revenue has been reduced to reflect these challenges.

***** Board consensus received: BAD estimated max increase in budget**



PAYROLL

Changes to Payroll: see Pay scale Part-time and Full-time for rate changes and added job descriptions noted below

- Minimum wage increase to \$15 hourly staff/\$30 hour salary staff effective January 1st 2022
- Pay-scale reflects 3% pay increase for full time staff (if earning more than step 1) and .25 cent increase for part time staff (if earning more than step 1)
- Add Full-time position: Full time Preschool Teacher impact: \$47k increase to District
- Increase health benefit Employer Contribution from \$800 to \$850, see detailed comments below: Maximum financial impact \$9k additional benefit expense
- CalPERS employer rates for 2021-22: Classic 10.34% and PEPRA 7.759% decrease .14%
- CalPERS unfunded liability annual payment \$69k, increase \$12k

Full time position budget changes due to both Covid and District restructure, continuing in the 2021-22 fiscal year

Maintenance: eliminated 1 full time position

Admin: Front Desk: 4 part time front desk positions changed to 1 full time and 1 part time positions

Recreation: General Recreation: eliminated 1 full time Rec Coordinator position.
Gymnastics: Gym Supervisor changed to Rec Coordinator

Preschool: Request adding 1 Full time Teacher Position (see below)

Open/Add FULL-TIME POSITIONS

Request: Add one FT Preschool Teacher. Hiring staff has been challenging District wide, especially in the Preschool. The Director has requested a full time position, with the intention of having enough coverage to accept new children and grow enrollment as Covid restrictions lessen. This will be a CalPERS position and be entitled to District health benefit package.

HEALTH INSURANCE RATES

Based on 15 Full-time staff (adding both FT Teacher and FT Front Desk)

Current annual cost to the District, if max allowance is used by all staff: \$144k

Increase monthly contribution if max allowance is used by all staff: \$153k

Maximum increased financial impact to the District in 2021-22 \$9k

**** Board consensus received: Pay-scales acceptable**



**** Board action passed at May21 Board Meeting: Adding FT Teacher position**

**** Board consensus received: Increase employer contribution benefit \$850/mo. per full time employee**

CIP/FIXED ASSET BUDGET

General Manager will present list of capital improvement projects and deferred maintenance items requiring immediate attention. The Board and GM will prioritize the projects and provide funding options.

RESERVES

Ideally the District would build a General Reserve large enough to cover three months of projected operating costs. District policy recommends committing 1% of Program Revenue annually to reserves. Current reserve total is \$303k at the county treasury. Staff recommendation:

- Add \$30k to Elections. 2020-21 budget transferred \$30k Reserves to Gen Fund for election cost. November 2020 election unchallenged and \$30k not spent. Transfer back to election reserves to be applied toward 2022 election
- Add \$5k to General (per board policy, 1% Program revenue)
- Add \$10k Equipment Reserve, not spent 2020-21 transfer to Gen Fund for ATV purchase

Total Reserve Balance as of 7/1/20	Change to reserve 7/1/21 2021-22 Reserve Provision	Total Reserve Balance 7/1/21 f/year: 2021-22
Imprest/Petty Cash 1,000		1,000
Elections 10,000	30,000	40,000
General 252,494	5,000	257,494
Equipment 20,000	10,000	30,000
General restricted 20,000		20,000
303,494	45,000	348,494

**** Board consensus received: Approve above reserve balance starting 2021-22 f/year**



ORGANIZATIONAL STRUCTURE

Annually the District adopts an Organizational Structure chart that is in compliance with current job descriptions. 2021-22 has had several changes to the Org Chart adding two full time hourly positions and changing one full time position from salary to hourly position.

PARK AND FACILITY GOALS/ANNUAL STRATEGIC PLAN:

The General Manager will discuss with the Board and schedule the Annual Goals Workshop to create goals and strategic plan.

End of staff report

Thank you for your time

FEATHER RIVER REC AND PARK DISTRICT

2021-2022 BUDGET

Ordinary Income/Expense

	ACTUAL Jul '18 - Jun 19	AUDIT Jul '19 - Jun 20	PROJECTED Jul '20 - Jun 21	BUDGET Jul '21 - Jun 22	Staff comments
Income					
4100 · Tax Revenue	1,737,424	1,809,377	1,844,500	1,900,000	see staff report
4150 · Tax Revenue (BAD)	275,037	283,008	273,000	308,000	BAD increase 3%
4300 · Program Income					
4350 · Discounts & Credits	-6,970	-18,311	-3,500	-3,425	
4351 · Loss of Program Revenue COVID	0	-163,296	-2,200		
4300 · Program Income - Other	907,086	1,006,346	470,000	897,000	see budget by department
Total 4300 · Program Income	900,116	824,739	464,300	893,575	total program revenue
4400 · Donation & Fundraising Income	15,497	1,218	5,700	2,500	
4500 · Grant/Reimbursed Expense Income	9,120	110,009	360,000		see bottom of report for anticipated 2021-22 Grant income toward Fixed Assets
4600 · Other Income	886	1,468	500	1,000	
4900 · Interest Income	14,243	19,117	17,500	19,000	
4905 · Interest Income - BAD	2,243	2,303	1,900	2,500	
Total Income	2,954,566	3,051,239	2,967,400	3,126,575	
Gross Profit	2,954,566	3,051,239	2,967,400	3,126,575	
Expense					
5000 · Payroll Expenses					
5010 · Wages & Salaries	1,203,449	1,254,115	900,000	1,302,611	see staff report
5020 · Employer Taxes	119,607	119,640	80,000	124,028	
5030 · Employee Benefits	148,505	163,731	160,000	216,654	
5040 · Workers Comp	52,885	65,981	55,100	46,830	
5031 · GASB 68 Benefit Expense	35,330	48,771	56,395	70,450	\$13k increase
5033 · GASB Annual Audit Adj	1,188	108,561	0		
Total 5000 · Payroll Expenses	1,560,964	1,760,799	1,251,495	1,760,573	payroll = 56% of gross income (less Grant Income)
5100 · Advertising & Promotion	8,677	6,819	1,200	11,000	
5120 · Bank Fees	13,177	12,688	7,000	7,000	changed software, customer acquires credit card fees
5130 · Charitable Contributions	9,692	1,250	0	2,500	
5140 · Copying & Printing	9,271	9,436	8,750	10,125	
5155 · Employment New Hire Screen	1,391	1,423	600	2,000	fill open positions from Covid layoff
5160 · Dues, Mbrshps & Subscriptions	13,078	10,051	8,500	10,500	CSDA, CPRS, plus misc memberships
5170 · Education & Development	9,833	2,172	900	8,500	
5175 · Equipment Rental	44,833	10,112	4,500	10,500	
5180 · Equipment, Tools & Furn (<\$5k)					

FEATHER RIVER REC AND PARK DISTRICT

2021-2022 BUDGET

	ACTUAL Jul '18 - Jun 19	AUDIT Jul '19 - Jun 20	PROJECTED Jul '20 - Jun 21	BUDGET Jul '21 - Jun 22	Staff comments
5182 · Operating ET&F	1,928	3,054	500	2,777	
5184 · Program ET&F	5,095	15,195	7,500	13,600	\$10k gymnastics
5186 · Site/Shop ET&F	14,803	11,569	1,700	10,000	
5187 · IT Computer/Hardware Technology	8,370	6,325	2,500	8,000	IT server, computer upgrades
5188 · IT Computer/Software Technology	7,098	17,471	22,000	20,600	\$7k annual online rec software
Total 5180 · Equipment, Tools & Furn (<\$5k)	37,294	53,614	34,200	54,977	
5200 · Insurance	56,641	79,561	118,600	185,000	47% increase Prop/Liabl \$174k, \$11k trampoline insurance
5210 · Interest Expense - Operating	1,416	1,937	2,500	1,500	
5225 · Postage & Delivery	1,042	1,035	1,050	1,500	
5230 · Professional & Outside Svcs					
5232 · Accounting	25,800	26,000	24,700	25,000	
5233 · Bands/Recreation	1,925	1,100	1,300	5,000	more concerts Riverbend amphitheater
5234 · Board Stipends	9,800	8,800	7,700	12,000	
5235 · Recreation Instructors	25,785	41,297	100	12,000	
5236 · Legal	28,206	20,061	11,000	25,000	
5237 · Contract Janitorial	62,497	57,724	62,200	75,000	
5239 · Outside Service Admin/Consult	95,279	52,214	37,000	76,000	\$16k BAD engineers report, \$15k IT support, \$20k property assessment, \$15k Impact Fee survey
Total 5230 · Professional & Outside Svcs	249,292	207,196	144,000	230,000	
5250 · Rent	134	0	0	0	
5260 · Repairs & Maintenance					
5261 · Building R&M	32,645	28,737	6,500	25,000	
5262 · Equip Repairs & Small Tools	14,813	15,796	23,000	18,000	
5263 · General R&M	12,698	11,232	1,800	15,000	
5264 · Grounds R&M	25,830	70,753	59,000	60,000	
5265 · Janitorial Supplies	24,385	27,690	16,000	26,000	
5266 · Vandalism Repair	1,646	4,502	5,000	5,000	
5267 · Vehicle R&M	14,738	11,520	7,000	10,000	
5268 · Aquatics Pool R&M	41,639	34,053	26,000	40,000	
5269 · Outside Contractor/Services R&M	8,477	16,781	26,000	15,000	
Total 5260 · Repairs & Maintenance	176,871	221,064	170,300	214,000	
5270 · Security	14,546	30,628	7,500	20,000	
5280 · Supplies - Consumable					
5281 · Misc Staff & Uniforms Supplies	10,088	5,581	3,000	6,500	
5282 · Office Supplies	4,320	7,596	1,700	7,000	
5284 · Program Food	13,382	11,834	10,000	16,200	Food cost increased. Added events

FEATHER RIVER REC AND PARK DISTRICT

2021-2022 BUDGET

	ACTUAL Jul '18 - Jun 19	AUDIT Jul '19 - Jun 20	PROJECTED Jul '20 - Jun 21	BUDGET Jul '21 - Jun 22	Staff comments
5286 · Program Supplies	17,555	47,640	8,000	44,500	New sport programming, added events
5287 · Safety Supplies	2,386	3,601	3,100	5,750	Covid safety supplies
5289 · Site Supplies	432	540	0	2,573	
Total 5280 · Supplies - Consumable	48,163	76,792	25,800	82,523	
5290 · Taxes, Lic., Notices & Permits	5,425	5,383	6,100	5,163	
5300 · Telephone/Internet	13,145	12,816	14,000	14,110	
5310 · Transportation, Meals & Travel					
5312 · Air, Lodging, Other Travel	5,280	5,047	0	500	
5314 · Fuel	30,367	27,998	20,000	30,900	
5316 · Meals	528	518	0	100	
5318 · Mileage	1,686	3,024	700	1,400	
Total 5310 · Transportation, Meals & Travel	37,861	36,587	20,700	32,900	
5320 · Utilities					
5322 · Electric	113,231	123,552	115,000	136,000	increased programming Act Center
5324 · Garbage	18,669	23,178	25,000	24,850	
5326 · Gas/Propane	6,977	9,044	4,200	9,200	
5328 · Sewer	3,840	4,247	4,000	4,500	
5329 · Water	98,882	133,593	145,000	134,800	
Total 5320 · Utilities	241,599	293,614	293,200	309,350	
Total Expense	2,554,345	2,834,977	2,120,895	2,973,721	
Net Ordinary Income	400,221	216,262	846,505	152,854	
Other Income/Expense					
7210 · Debt Interest Expense	109,825	102,018	94,979	85,570	
PROFIT/LOSS	290,396	114,244	751,526	67,284	Grant Income is included in previous years Profit/Loss. Cash out and budgeted as Fixed Asset (see Fixed Assets completed below)
5150 · Depreciation Expense non cash trans	540,783	607,000	625,000	640,000	
4500 - Grant Income				\$ 350,000	Balance SBF Nelson Pool Grant
4500 - Grant Income				\$ 180,000	Balance SBF River Trail
4500 - Grant Income				\$ 125,000	Applying for Per Capital Grant, Act Center
Non County Grants county code 557				\$ 655,000	Total Grant Income County Budget
Loan Principle county code 552				\$ 253,070	Loan Principal add to County budget
Capital Assets county code 560				\$ 300,000	Fixed Assets add to County budget Gen Fund
Capital Assets county code 560				\$ 757,500	SBF Grant District Matching Funds Nelson Pool

FEATHER RIVER REC AND PARK DISTRICT

2021-2022 BUDGET

Detail 2020-21 Loans and Capital Improvement Completed Projects

2020-21 Completed Projects

Umpqua Loan payment
Truck Loan payments
Palermo Pool Roof
MLK Main Water Line
MLK Light Poles
Riverbend over budget Impact Fees
Riverbend Insurance Proceed Fund
Total Riverbend completed
2020-21 total loans/completed projects

Construction in Progress as of 5/31/2021

Nelson Pool
Feather River Trail

ACTUAL Jul '18 - Jun 19	AUDIT Jul '19 - Jun 20	PROJECTED Jul '20 - Jun 21	BUDGET Jul '21 - Jun 22
----------------------------	---------------------------	-------------------------------	----------------------------

Staff comments
2021-22 Loans and Possible Capital Improvement Projects

2020-21 Completed	2021-22 Fixed Assets	Fixed Assets/Loan Payments Details
\$ 244,901	\$ 253,070	Umpqua Loans
\$ 17,205	\$ 9,135	Truck Loans
\$ 8,060	\$ 15,000	Riverbend Dog Park well
\$ 21,215	\$ 35,000	ADA Parking Palermo
\$ 8,500	\$ 20,000	Nelson Field lights
126,557	\$ 20,000	Nelson bleacher and shade
1,455,640	\$ 5,000	Nelson backstops
\$ 1,582,197	\$ 20,000	Nolan fields/bleacher/shade
\$ 1,882,078	\$ 20,000	Equipment Maint Dept
	\$ 397,205	Total Fixed Assets/Loan General Fund
		District matching funds: Multiple Funds
		Nelson Pool Grant matching District funds
		Assessment new development District funds
	\$ 757,500	District Funds see attached report
		SBF Grant out
	\$ 350,000	SBF Grant Nelson Pool Grant Income
	\$ 180,000	SBF Trail Project Grant Income
	\$ 530,000	Total SBF Grant to used 2021-22
		Pending Per Capita Grant application
	\$ 35,000	Act Center Gym Swamp Coolers
	\$ 10,000	Act Center Sewage Pump
	\$ 20,000	Act Center Small Gym Acrostics
	\$ 53,000	Act Center Paint Exterior
	\$ 50,000	Act Center Playground Preschool
	\$ 168,000	Projects pending Per Capita Grant application- Grant proposal due Sep21, GM will submit w/Board approval

FRRPD BUDGET RUNNING AC NO CHANGES												
2021-22	Total AQ-Aquatics	Total CL-Classes	Total EV-Events	GE1 ADMIN'	GE4 (GE-General)	GE3- Maint	Total RE-Rentals	CAMP/PRESCHOOL Total SC-School	SP60-Sports Adult (SP-Sports)	SP65-Sports Youth (SP-Sports)	SP7-Gymnastics (SP-Sports)	TOTAL
ary Income/Expense												
Income												
4100 · Tax Revenue			0	1,900,000	0		0	0	0	0	0	1,900,000
4150 · Tax Revenue (BAD)	0	0	0	0	308,000		0	0	0	0	0	308,000
4300 · Program Income							0					-
4350 · Discounts & Credits	-100	-200		0	0		-1,325	-700	-100	0	-1,000	(3,425)
4300 · Program Income - Other	35,000	50,000	7,000	0	0		60,000	395,000	37,000	55,000	258,000	897,000
Total 4300 · Program Income	34,900	49,800	7,000	1,900,000	308,000		58,675	394,300	36,900	55,000	257,000	3,101,575
4400 · Donation & Fundraising Income			2,000					500				4,000
4500 · Grant/Reimbursed Expense Income												-
4600 · Other Income	0	0	0	1,000	0		0	0	0	0	0	1,000
4900 · Interest Income	0	0	0	19,000	0		0	0	0	0	0	19,000
4905 · Interest Income - BAD	0	0	0	0	2,500		0	0	0	0	0	2,500
Total Income	34,900	49,800	9,000	1,920,000	310,500		58,675	394,800	36,900	55,000	257,000	3,128,075
Gross Profit	34,900	49,800	9,000	1,920,000	310,500		58,675	394,800	36,900	55,000	257,000	3,128,075
Expense												
5000 · Payroll Expenses												-
5010 · Wages & Salaries	34,936	17,255	11,310	382,838	353,531		0	299,372	21,867	36,444	145,058	1,302,611
5020 · Employer Taxes	4,839	2,390	1,300	32,759	31,385		0	29,936	2,238	5,048	14,133	124,028
5030 · Employee Benefits	0	0	0	75,704	85,334		0	42,329	0	0	13,287	216,654
5040 · Workers Comp	1,097	324	213	5,518	30,227		0	5,628	411	685	2,727	46,830
5031 · GASB 68 Benefit Expense			0	70,450	0		0	0	0	0	0	70,450
5033 · GASB Annual Audit Adj			0	0	0		0	0	0	0	0	-
Total 5000 · Payroll Expenses	40,872	19,969	12,823	567,269	500,477		0	377,265	24,516	42,177	175,205	1,760,573
5100 · Advertising & Promotion			1,000	9,000	0		0	1,000	0	0	0	11,000
5120 · Bank Fees			0	7,000	0		0	0	0	0	0	7,000
5130 · Charitable Contributions			0	2,500	0		0	0	0	0	0	2,500
5140 · Copying & Printing			125	10,000	0		0	0	0	0	0	10,125
5155 · Employment New Hire Screen	200	0	0	500	500		0	800	0	0	0	2,000
5160 · Dues, Mbrshps & Subscriptions			0	10,000	0		0	0	0	0	500	10,500
5170 · Education & Development	1,000	0	0	5,000	2,000		0	500	0	0	0	8,500
5175 · Equipment Rental			500	0	10,000		0	0	0	0	0	10,500
5180 · Equipment, Tools & Furn (<\$5k)												-
5182 · Operating ET&F		0	200	2,000	77		0	500	0	0	0	2,777
5184 · Program ET&F		350	300	0	0		0	2,500	100	350	10,000	13,600
5186 · Site/Shop ET&F		0	0	0	10,000		0	0	0	0	0	10,000
5187 · IT Computer/HardwareTechnology		0	0	7,000	0		0	500	0	0	500	8,000
5188 · IT Computer/Software Technology		0	0	20,000	0		0	0	600	0	0	20,600
Total 5180 · Equipment, Tools & Furn	0	350	500	29,000	10,077		0	3,500	700	350	10,500	54,977
5200 · Insurance			0	151,000	23,000		0	0	0	0	11,000	185,000
5210 · Interest Expense - Operating			0	0	1,500		0	0	0	0	0	1,500
5225 · Postage & Delivery			0	1,500	0		0	0	0	0	0	1,500
5230 · Professional & Outside Svcs												-
5232 · Accounting		0	0	25,000	0		0	0	0	0	0	25,000
5233 · Bands/Recreation			5,000	0	0		0	0	0	0	0	5,000
5234 · Board Stipends			0	12,000	0		0	0	0	0	0	12,000
5235 · Recreation Instructors		2,000	0	0	0		0	0	0	0	10,000	12,000
5236 · Legal		0	0	25,000	0		0	0	0	0	0	25,000
5237 · Contract Janitorial		0	0	0	75,000		0	0	0	0	0	75,000
5239 · Outside Service Admin/Consult		0	0	60,000	16,000		0	0	0	0	0	76,000
Total 5230 · Professional & Outside	0	2,000	5,000	122,000	91,000		0	0	0	0	10,000	230,000
5260 · Repairs & Maintenance												-
5261 · Building R&M		0	0	0	25,000		0	0	0	0	0	25,000
5262 · Equip Repairs & Small Tools		0	0	0	17,000		0	0	0	0	1,000	18,000
5263 · General R&M		0	0	0	15,000		0	0	0	0	0	15,000
5264 · Grounds R&M		0	0	0	60,000		0	0	0	0	0	60,000

FRRPD BUDGET RUNNING AC NO CHANGES

2021-22	Total AQ-Aquatics	Total CL-Classes	Total EV-Events	GE1 GE4 ADMIN'	GE3- Maint (GE-General)	Total RE-Rentals	CAMP/PRESCHOOL Total SC-School	SP60-Sports Adult (SP-Sports)	SP65-Sports Youth (SP-Sports)	SP7-Gymnastics (SP-Sports)	TOTAL
5265 · Janitorial Supplies	0	0	0	0	25,000	1,000	0	0	0	0	26,000
5266 · Vandalism Repair	0	0	0	0	5,000	0	0	0	0	0	5,000
5267 · Vehicle R&M	0	0	0	0	10,000	0	0	0	0	0	10,000
5268 · Aquatics Pool R&M	0	0	0	0	40,000	0	0	0	0	0	40,000
5269 · Outside Contractor/Services R&M	0	0	0	0	15,000	0	0	0	0	0	15,000
Total 5260 · Repairs & Maintenance	0	0	0	0	212,000	1,000	0	0	0	1,000	214,000
5270 · Security	0	0	0	0	20,000	0	0	0	0	0	20,000
5280 · Supplies - Consumable											-
5281 · Misc Staff & Uniforms Supplies	0	0	0	2,000	3,500	0	200	300	500	0	6,500
5282 · Office Supplies	0	0	0	7,000	0	0	0	0	0	0	7,000
5284 · Program Food	100	1,000	0	0	0	0	15,100	0	0	0	16,200
5286 · Program Supplies	2,000	500	3,000	0	0	5,000	7,000	2,000	5,000	20,000	44,500
5287 · Safety Supplies	1,000	100	0	1,000	3,000	0	100	100	100	350	5,750
5289 · Site Supplies	500	50	23	1,000	1,000	0	0	0	0	0	2,573
Total 5280 · Supplies - Consumable	3,500	750	4,023	11,000	7,500	5,000	22,400	2,400	5,600	20,350	82,523
5290 · Taxes, Lic., Notices & Permits	0	363	0	2,000	2,000	0	800	0	0	0	5,163
5300 · Telephone/Internet	0	0	0	8,000	5,000	0	750	0	0	360	14,110
5310 · Transportation, Meals & Travel											-
5312 · Air, Lodging, Other Travel	0	0	0	500	0	0	0	0	0	0	500
5314 · Fuel	0	0	0	0	30,000	0	900	0	0	0	30,900
5316 · Meals	0	0	0	100	0	0	0	0	0	0	100
5318 · Mileage	0	100	0	1,000	0	0	250	0	50	0	1,400
Total 5310 · Transportation, Meals & Travel	0	0	100	1,600	30,000	0	1,150	0	50	0	32,900
5320 · Utilities											-
5322 · Electric	9,500	0	0	14,500	86,000	0	18,000	0	0	8,000	136,000
5324 · Garbage	0	0	0	1,300	20,850	0	1,700	0	0	1,000	24,850
5326 · Gas/Propane	800	0	0	1,200	5,000	0	1,500	0	0	700	9,200
5328 · Sewer	0	0	0	0	4,500	0	0	0	0	0	4,500
5329 · Water	1,500	0	0	2,800	125,000	0	3,500	0	0	2,000	134,800
Total 5320 · Utilities	0	11,800	0	19,800	241,350	0	24,700	0	0	11,700	309,350
Total Expense	45,572	34,869	24,434	957,169	1,156,404	6,000	432,865	27,616	48,177	240,615	2,973,721
rdinary Income	-10,672	14,931	-15,434	962,831	-845,904	52,675	-38,065	9,284	6,823	16,385	154,354
Income/Expense											-
her Income											-
her Expense											-
7210 · Debt Interest Expense		17,623	0	9,202	0	0	19,581	0	0	39,163	85,570
tal Other Expense		17,623	0	9,202	0	0	19,581	0	0	39,163	85,570
me	-10,672	-2,692	-15,434	953,629	-845,904	52,675	-57,646	9,284	6,823	-22,778	68,784

2400 labor hours
 Nelson closed summer
 Markt Spec 6 mo
 15 bands \$300 ea
 addtl \$500 band
 Acct Clerk 6 mo
 Rec Special 9 mo
 no FT Coordinator
 Cust Ser 1 ft, 1 pt
 Mart Spec 6 mo
 2 PT
 1Seasonal PT
 1 Custodian
 17600 hours
 \$40k added to budget
 for Act Center small gym
 \$20k budget in
 capital improvement
 for sound proof gym
 Preschool
 45 kids full time
 total 7280 annual
 staffing hours
 add ft teacher
 1500 payroll hours
 increase park sports
 2500 payroll hours
 increase park sports
 \$18.5k/mo prog revenue
 FT Coord position
 Annual payroll hours 8200
 covid no birthday parties
add gym 1 meet
 Gym meet rev \$36k
 add meet payroll \$4k 200 hours
 meet instruct \$10k
 meet supplies \$15k

FRRPD 2020-21 Full Time Pay Scale

July 2020-DECEMBER 2020

3% Step Scale July - December

3%

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Merit 1	Merit 2	Merit 3	Merit 4	Merit 5
General Manager	contract									
Executive Administrator	\$ 28.00	\$ 28.84	\$ 29.71	\$ 30.60	\$ 31.51	\$ 32.46	\$ 33.43	\$ 34.44	\$ 35.47	\$ 36.53
Business Manager	\$ 28.00	\$ 28.84	\$ 29.71	\$ 30.60	\$ 31.51	\$ 32.46	\$ 33.43	\$ 34.44	\$ 35.47	\$ 36.53
Customer Service FT	\$ 14.50	\$ 14.94	\$ 15.38	\$ 15.84	\$ 16.32	\$ 16.81	\$ 17.31	\$ 17.83	\$ 18.37	\$ 18.92
Recreation Supervisor	\$ 28.00	\$ 28.84	\$ 29.71	\$ 30.60	\$ 31.51	\$ 32.46	\$ 33.43	\$ 34.44	\$ 35.47	\$ 36.53
Recreation Coordinator	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Director of Children Services	\$ 28.00	\$ 28.84	\$ 29.71	\$ 30.60	\$ 31.51	\$ 32.46	\$ 33.43	\$ 34.44	\$ 35.47	\$ 36.53
Assistant Director-Children Services	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Preschool Teacher FT	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57
Park Supervisor	\$ 28.00	\$ 28.84	\$ 29.71	\$ 30.60	\$ 31.51	\$ 32.46	\$ 33.43	\$ 34.44	\$ 35.47	\$ 36.53
Maintenance Worker III	\$ 21.00	\$ 21.63	\$ 22.28	\$ 22.95	\$ 23.64	\$ 24.34	\$ 25.08	\$ 25.83	\$ 26.60	\$ 27.40
Maintenance Worker II	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Maintenance Worker I	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57

FRRPD 2020-21 Full Time Pay Scale

3% Step Scale January-June

3%

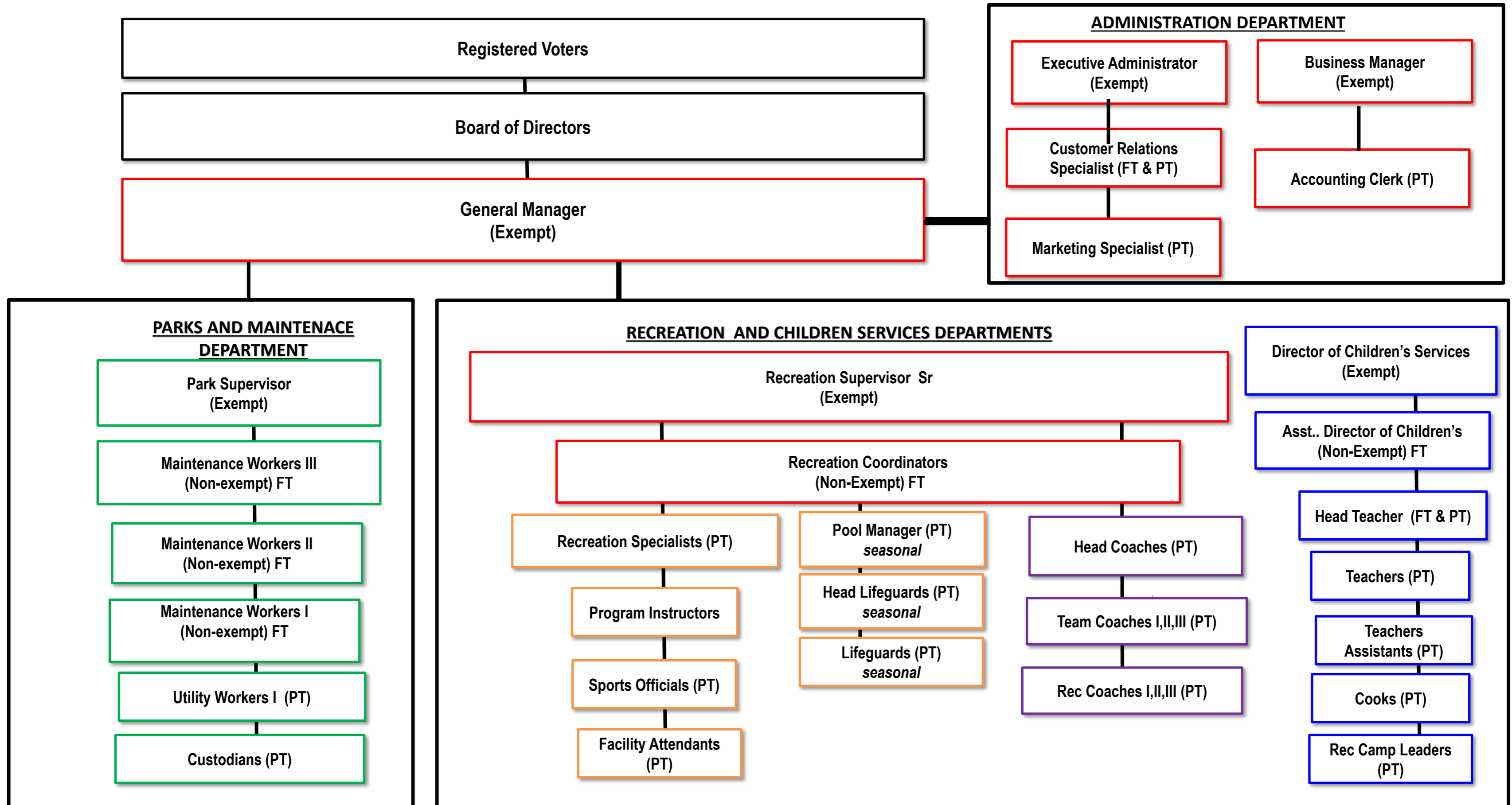
Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Merit 1	Merit 2	Merit 3	Merit 4	Merit 5
General Manager	contract									
Executive Administrator	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Business Manager	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Customer Service FT	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57
Recreation Supervisor	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Recreation Coordinator	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Director of Children Services	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Assistant Director-Children Services	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Preschool Teacher FT	\$ 15.50	\$ 15.97	\$ 16.44	\$ 16.94	\$ 17.45	\$ 17.97	\$ 18.51	\$ 19.06	\$ 19.63	\$ 20.22
Park Supervisor	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Maintenance Worker III	\$ 21.00	\$ 21.63	\$ 22.28	\$ 22.95	\$ 23.64	\$ 24.34	\$ 25.08	\$ 25.83	\$ 26.60	\$ 27.40
Maintenance Worker II	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Maintenance Worker I	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57

If employee's current rate is higher than step 1 but rate is between scheduled step a 3% increase will apply to the current rate

Example: current rate is \$30.15 during annual increase period, \$30.15 is not on the step scale so a 3% increase will be based on \$30.15 rate

Immediate Attention Projects Fixed Assets/Loan Payments Estimated 6/30/21 Fund Balances		Cash out Loans/Fixed Assets	Fiscal Year 2021/22 Estimated Profit 68,000	Gen Fund 1,000,000	Gen.Fund Riverbend Admin 216,000	Per Capita Grant 168,000	Impact Fee Parkland Fund 551,000	Impact Fee Public Fund 60,950	Impact Fee Aquatics Fund 92,235	Loan Project Fund 189,000
1	Umpqua Loans	253,070	(68,000)	(185,070)						
2	Truck Loans	9,135		(9,135)						
3	Nelson Pool SBF matching funds	750,000		(50,000)	(200,000)		(250,000)		(61,000)	(189,000)
4	Act Center Gym Swamp Coolers	35,000				(35,000)				
5	Act Center Sewage Pump	10,000				(10,000)				
6	Act Center Paint	53,000				(53,000)				
7	Act Center Small Gym Acoustics	20,000				(20,000)				
8	Act Center Contingency Deferred Maint	10,000		(10,000)						
9	Act Center Playground Preschool	50,000				(50,000)				
10	Riverbend Dog Park Well	15,000		(15,000)						
11	Palermo - ADA Parking	35,000						(35,000)		
12	Palermo - Replace Roof	-		-						
13	Palermo - Replace Potable Water System	-		-						
14	Nelson Field Lights	20,000		(20,000)						
15	Nelson bleacher and shade	20,000		(10,000)			(10,000)			
16	Nelson backstops	5,000		(5,000)						
17	Nolan fields/bleacher/shade	20,000		(10,000)			(10,000)			
18	Equipment Maint Dept	20,000		(20,000)						
Total projects/Ending Fund Balance		1,325,205	-	665,795	16,000	-	281,000	25,950	31,235	-

Feather River Recreation & Park District Organizational Structure





FEATHER RIVER RECREATION AND PARK DISTRICT
PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT

ENGINEER'S REPORT

FISCAL YEAR 2021-22

JUNE 2021

PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972
AND ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

ENGINEER OF WORK:

SCIConsultingGroup

4745 MANGELS BLVD.

FAIRFIELD, CALIFORNIA 94534

PHONE 707.430.4300

FAX 707.430.4319

WWW.SCI-CG.COM

FEATHER RIVER RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

Scott Kent Fowler, Chair

Steven Rocchi, Vice-Chair

Devin Thomas, Director

Shannon DeLong, Director

Clarence Sonny Brandt, Director

GENERAL MANAGER

Shawn Rohrbacker

BUSINESS MANAGER

Deborah Peltzer

DISTRICT LEGAL COUNSEL

Jeff Carter

ENGINEER OF WORK

SCI Consulting Group

Lead Assessment Engineer, John Bliss, M.Eng., P.E.

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INTRODUCTION

OVERVIEW

The Feather River Recreation and Park District (the "Park District") was formed in 1952 to provide recreation and park services to the residents of the City of Oroville and surrounding communities for its service area of 31,461 parcels. (For locations of the Park District's facilities, see the Diagram following in this Report.)

The Park District's parks are summarized as follows:

- Bedrock Skate and Bike Park
- Berry Creek Park (leased from Pioneer Union)
- MLK Park
- Palermo Park
- Playtown Park
- Riverbend Park
- Forbestown Park

The Park District's facilities are summarized as follows:

- Activity Center (Including leased property behind the Center)
- Bedrock Tennis Courts
- Feather River Bike Trail (west of nature center)
- Forbestown Hall
- Gary Nolan Baseball Complex
- Nelson Pool
- Nelson Complex
- Palermo Pool
- Palermo Community Center
- Yuba Feather Museum (leased to Yuba Historical Society)

Since 1992 funding for local parks and recreation decreased significantly due to the shift of local property taxes to the State, causing a cumulative Park District loss of more than \$1.3 million by 2002.

Due to the drastic cut in funding, and limited revenues from other sources, a serious gap developed between the Park District's available revenue and the actual cost of park maintenance and improvement. Therefore, in absence of a new local revenue source, the baseline level of park and recreation facilities in the Park District (the "Baseline Service") prior to 2002 was a deteriorating level of maintenance and upkeep of the park and recreation facilities and properties listed above. To address this issue, the Park District's Board of Directors ("Board") directed the initiation of proceedings for an Assessment District formation ("the Parks Maintenance and Recreation Improvement District" or the "Improvement District"), and proposed special assessments in 2002 to allow property owners to decide

whether they would support an assessment to generate local funds for maintaining and improving local parks, recreation facilities and recreation areas.

ASSESSMENT PROCESS

In May of 2002, the Park District conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act"), and the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act"). During this ballot proceeding, property owners in the Park District were provided with a notice and ballot for the proposed special assessment. A 45-day period was provided for balloting and a public hearing was conducted on July 17, 2002. At the public hearing, all ballots returned within the 45-day balloting period were tabulated.

It was determined at the public hearing that 50.4% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted), the Park District gained the authority to approve the levy of the assessments for fiscal year 2002-03 and to continue to levy them in future years.

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report ("Report"), budgets and proposed assessments for the upcoming fiscal year. The proposed assessments are based on the estimated cost to operate, maintain and service the improvements that provide a direct and special benefit to properties within the Improvement District. After the Report is completed, the Board may preliminarily approve the Report and proposed assessments and establish the date for a noticed public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements, installation, maintenance and servicing costs that would be funded by the proposed 2021-22 assessments, determine the benefits received by property from such improvements and services within the Park District and apportion the assessments to lots and parcels within the Park District. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act") and Article XIID of the California Constitution (the "Article").

If the Board approves this Engineer's Report and the continuation of the assessments by resolution, a notice of public hearing must be published in a local paper at least 10 days prior to the date of the public hearing. The resolution preliminarily approving the Engineer's Report and establishing the date for a public hearing is used for this notice.

Following the minimum 10-day time period after publishing the notice, a public hearing must be held for the purpose of allowing public testimony about the proposed continuation of the assessments. This hearing is currently scheduled for June 22, 2021. At this hearing, the Board will consider approval of a resolution confirming the continuation of the assessments for fiscal year 2021-22. If so confirmed and approved, the assessments will be submitted to the County Auditor for inclusion on the property tax rolls for fiscal year 2021-22.

LEGAL ANALYSIS

PROPOSITION 218

This assessment is formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now codified as Articles XIII C and XIII D of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including property-owner balloting, for the imposition, increase and extension of assessments, and these requirements are satisfied by the process used to establish this assessment.

SILICON VALLEY TAXPAYERS ASSOCIATION, INC. v SANTA CLARA COUNTY OPEN SPACE AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant legal document in further legally clarifying Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
 - The services and/or improvements funded by assessments must be clearly defined
 - Special benefits are directly received by and provide a direct advantage to property in the assessment district
1. The Improvement District is divided into separate zones of benefit, and the assessment revenue derived from real property in each zone is extended only on specifically identified park and recreational improvements and/or maintenance and servicing of those improvements in that zone and other improvements in the Improvement District that confer special benefits to property in that zone.
 2. The use of zones of benefit ensures that the park and recreational improvements constructed and maintained with assessment proceeds are located in close proximity to the real property subject to the assessment, and that such improvements provide a direct advantage to the property in the zone.
 3. Due to their proximity to the assessed parcels, the improvements and maintenance thereof financed with assessment revenues in each zone benefit the properties in that zone in a manner different in kind from the benefit that other parcels of real

property in the Improvement District derive from such improvements, and the benefits conferred on such property in each zone are more extensive and direct than a general increase in property values.

4. The assessments paid in each zone of benefit are proportional to the special benefit that each parcel within that zone receives from such improvements and the maintenance thereof because:
 - a. The specific park and recreational improvements and maintenance and utility costs thereof in each zone and the costs thereof are specified in this Engineer's Report; and
 - b. Such improvement and maintenance costs in each zone are allocated among different types of property located within each zone of benefit, and equally among those properties which have similar characteristics and receive similar special benefits.

There have been a number of clarifications made to the analysis, findings and supporting text in this Report to ensure that this consistency is well communicated.

DAHMS V. DOWNTOWN POMONA PROPERTY

On June 8, 2009, the 4th Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

BONANDER V. TOWN OF TIBURON

On December 31, 2009, the 1st District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

BEUTZ V. COUNTY OF RIVERSIDE

On May 26, 2010 the 4th District Court of Appeal issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified and separated from the special benefits.

GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an

assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIII C and XIII D of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the benefiting property in the Assessment District enjoys close and unique proximity, access and views to the Improvements; the Improvements serve as an extension of usable land area for benefiting properties in the Assessment District; and such special benefits provide a direct advantage to property in the Assessment District that is not enjoyed by the public at large or other property. In addition, the improvements are directly available to and will directly benefit property in the Assessment District; and the improvements provide a direct advantage to property in the Assessment District that would not be received in absence of the Assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the Services will directly benefit property in the Assessment District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. Moreover, while *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more conservative measure of general benefits.

The Engineer's Report is consistent with *Bonander* because the Assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

PLANS & SPECIFICATIONS

The Feather River Recreation and Park District maintains park facilities in locations throughout its boundaries.

The work and improvements (the "Improvements") are proposed to be undertaken by the Feather River Recreation and Park District's Park Maintenance and Recreation Improvement District (the "Improvement District") and the cost thereof, including any debt service on bonds or other indebtedness issued for the work and improvements, paid from the levy of the annual assessment provide special benefit to Assessor Parcels within the Improvement District as defined in the Method of Assessment herein. In addition to the definitions provided by the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, tennis courts, gymnasiums, recreation centers, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape corridors, recreation, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, security patrols to protect the Improvements, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, at each of the locations owned, operated or maintained by the Feather River Recreation and Park District. Plans and specifications for these improvements have been filed with the General Manger of the Feather River Recreation and Park District and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation (such as grading, leveling, cutting and filling), sod, landscaping, irrigation systems, sidewalks and drainage, lights, and/or the construction of playground equipment, play courts, recreational facilities and public restrooms.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or any part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of

printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the Improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment. (Streets & Highways Code §22526).

The assessment proceeds will be exclusively used for Improvements within the Improvement District plus Incidental expenses. Reference is made to the Summary of District's Improvement Plans section in the following section of this Report which specifically identifies the parks, recreation areas and other sites to be funded by the assessment proceeds and to the plans and specifications, including specific expenditure and improvement plans by park/recreation site and zone of benefit, which are on file with the Feather River Recreation and Park District.

FISCAL YEAR 2021-22 ESTIMATE OF COST AND BUDGET

INTRODUCTION

Following are the proposed Improvements, and resulting level of improved parks and recreation facilities, for the Improvement District. As previously noted, the baseline level of service included a declining level of parks and recreation facilities due to shortages of funds for the Park District. Improvements funded by the assessments are over and above the previously declining baseline level of service. The formula below describes the relationship between the final level of improvements, the prior (pre-2002) baseline level of service, and the enhanced level of improvements to be funded by the proposed assessment.

Final Level of Improvements	=	Baseline Level of Improvements	+	Enhanced Level of Improvements
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SUMMARY OF PARK DISTRICT'S IMPROVEMENT PLANS

The budget to be financed by the assessments is partially based on the results of an independent survey conducted for the Park District, which indicated property owners' priorities for various improvement projects and park maintenance services, and staff determination of other needed park and recreation improvements. Projects have been selected based on how closely they meet the needs expressed by the survey results. Projects have been chosen throughout the Park District in order to ensure that all properties in the narrowly drawn Assessment District boundaries will receive improved access to better maintained and improved parks in their area. The Estimate of Cost provided in this Report is for fiscal year 2021-22 and is derived from a multi-year improvement plan that will add new parks to the Park District's infrastructure; improve park and recreation area security by enhancing security lighting; replace outdated playground equipment; keep pace with the rising costs of park maintenance to help ensure the continued beauty, usability, and accessibility of the Park District's parks, playfields, and recreation areas; develop playfields and youth oriented activity areas. The District Master Plan has been developed and is available for review at the Park District offices. In addition, supplemental plans may be developed and filed with the General Manager of the Park District.

MULTI-YEAR IMPROVEMENT PLAN HIGHLIGHTS

- Improved park and recreation facility maintenance
- Additional walkways and security lighting at neighborhood parks and sports fields to protect and maintain the Improvements
- Upgraded recreation areas, playgrounds and restrooms to improve access for the disabled
- Recreational improvements at neighborhood parks

- Sport court repairs and lighting upgrades
- Gary Nolan/Playground Park repairs and lighting upgrades
- Riverbend Park (multi-use fields)

BUDGET FOR FISCAL YEAR 2021-22

The budget presented on the next page lists the improvement projects and park maintenance and security services that would, in part, be funded by the Improvement District in Fiscal Year 2021-22, if the proposed assessments are continued by the Park District Board.

FIGURE 1 – ESTIMATE OF COST, FISCAL YEAR 2021-22

		Total Budget	
Beginning Fund Balance			
Park & Recreation Expenses (Installation, Maintenance & Servicing)			
Fuel			\$30,000
Insurance			\$23,000
Other Outside Labor			\$15,000
Contract Janitorial			\$75,000
Repairs and Maintenance parts and supplies			\$212,000
Repairs and Maintenance Payroll			\$500,477
Telephone			\$5,000
Utilities (includes irrigation water)			<u>\$241,350</u>
			<u>\$1,101,827</u>
Total Benefit of Improvements			\$1,101,827
			19,452.17
Benefit Received per Unit			\$56.64
Less:			
District Contribution		(1,061,465)	
Net Cost of Installation, Maintenance and Servicing		<u>\$40,362</u>	
Incidental Costs			
Collection and Administration			5,463
Allowance for Contingencies ³			<u>10,000</u>
Less:			
Beginning Fund Balance and Fund Income			
Total Park Maintenance and Recreation Improvement District Budget⁴			\$308,309
(Net Amount to be Assessed)			
Budget Allocation to Property			
			SFE
Zone of Benefit	Total Budget *	SFE Units	Rate per Unit
Zone A	\$307,723	19,378	\$15.88
Zone B	\$586	74	\$7.90
Totals	<u>\$308,309</u>	<u>19,452.17</u>	
* All assessments are rounded to low er even penny. Therefore, the budget amount may slightly differ from the assessment rate.			

Notes to Estimate of Cost:

1. The item, Maintenance & Operation would provide funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Improvements would include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment, trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed. The itemized budgets for these amounts are shown.
2. As discussed in the following section, at least 9.4% of the cost of Improvements must be funded from sources other than the assessments to cover any general benefits from the Improvements. Therefore, Figure 1 shows over 9.4% of the cost of Improvements without the projects hoped to be completed, as well as over 9.4% of the cost with the projects hoped to be completed. As is reflected in Figure 1, the Park District will contribute 77.8%, much more than either of these amounts, which more than covers any general benefits from the Improvements.
3. The item, Allowance for Contingencies is to account for any uncollectible assessments.
4. The Act requires that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the Improvement District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Report. Any balance remaining at the end of the fiscal year (June 30, 2022), must be carried over to the next fiscal year. The Park District may also establish a reserve fund for contingencies and special projects as well as a capital improvement fund for accumulating funds for larger capital improvement projects or capital renovation needs. Any remaining unexpended balance would either be placed in the reserve fund, the capital improvement fund, or would be used to reduce future years' assessments.

METHOD OF APPORTIONMENT

OVERVIEW OF APPORTIONMENT

This section of the Engineer's Report explains the special and general benefits to be derived from the Improvements to park facilities and Park District-maintained property throughout the Park District, and the methodology used to apportion the total assessment to properties within the Improvement District.

The Improvement District consists of all Assessor Parcels within the boundaries of the Feather River Recreation and Park District. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above general benefits conferred to real property in the Improvement District or to the public at large. Special benefit is calculated for each parcel in the Improvement District using the following process:

1. Identification of all benefit factors derived from the Improvements
2. Calculation of the proportion of these benefits that are general
3. Determination of the relative special benefit within different areas within the Improvement District
4. Determination of the relative special benefit per property type
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes

DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit must be funded from another source. This special benefit is received by property over and above any general benefits from the Improvements. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

"The determination of whether or not a lot or parcel will benefit from the improvements shall be made pursuant to the Improvement Act of 1911 (Division 7 (commencing with Section 5000)) [of the Streets and Highways Code, State of California]."

Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property and that the value of the special benefits must reasonably exceed the cost of the assessment:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit. (Art. XIID, sections 2(i) & 4(f).)

BENEFIT FACTORS

The special benefits from the Improvements are listed below:

PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES

Only the specific properties within close proximity to the Improvements are included in the Improvement District. Therefore, property in the Improvement District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Improvement District do not share.

In absence of the assessments, the Improvements would not be provided and the parks and recreation areas in the Improvement District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Improvement District, they provide a direct advantage and special benefit to property in the Improvement District.

ACCESS TO IMPROVED PARKS AND RECREATIONAL AREAS

Since the parcels in the Improvement District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved parks and recreation areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Improvement District.

IMPROVED VIEWS

The Park District, by maintaining the landscaping at its park and recreation facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when property is accessed. The recreation areas maintained and improved by the Assessments are uniquely located on the hillsides surrounding the Improvement District and the benefiting property in the Improvement District. Therefore, nearly every benefiting property in the Improvement District has direct views of natural lands or parks that are improved by the Assessments. Therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Improvement District.

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part because it is cost prohibitive to provide large open land areas on property in the Improvement District, the residential, commercial and other benefiting properties in the Improvement District do not have large outdoor areas and green spaces. The parks in the Improvement District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPRA"), neighborhood parks in urban areas have a service area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within this service radii close proximity and easy walking access to such public land areas. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the Improvements - and this advantage is not received by other properties or the public at large.

An analysis of the service radii for the Improvements finds that all properties in the Improvement District enjoy the distinct and direct advantage of being close and proximate to parks within the Improvement District. The benefiting properties in the Improvement District therefore uniquely and specially benefit from the Improvements.

BENEFIT FINDING

In summary, real property located within the boundaries of the Improvement District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, landscaped corridors, greenbelts, recreation areas, trail systems and other public resources funded by the Assessments. The Improvements are specifically designed to serve local properties in the Improvement District, not other properties or the public at large. The public at large and other properties outside the Improvement District receive only limited benefits from the Improvements because they do not have proximity, good access or views of the Improvements. These are special benefits to property in the Improvement District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

GENERAL VERSUS SPECIAL BENEFIT

Article XIII C of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section.

In other words:

Total Benefit	=	General Benefit	+	Special Benefit
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There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not “particular and distinct” and are not “over and above” benefits received by other properties. SVTA vs. SCCOSA provides some clarification by indicating that general benefits provide “an indirect, derivative advantage” and are not necessarily proximate to the improvements.

In this report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements “over and above” this general, baseline level and the general benefits estimated in this section are over and above the baseline.

A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to Real Property Outside the Assessment District	+	Benefit to Real Property Inside the Assessment District that is Indirect and Derivative	+	Benefit to the Public at Large
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Special benefit, on the other hand, is defined in the state constitution as “a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.” The *SVTA v. SCCOSA* decision indicates that a special benefit is conferred to a property if it “receives a direct advantage from the improvement (e.g., proximity to a park).” In this assessment, as noted, properties in the Improvement District have close and unique proximity, views and access to the Improvements and uniquely improved desirability from the Improvements and other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the Improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special, and is only minimally received by property outside the Improvement District or the public at large.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer’s Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer’s Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments. However, in this Report, the general benefit is more conservatively estimated and described, and then budgeted so that it is funded by sources other than the Assessment.

CALCULATING GENERAL BENEFIT

In this section, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT

Properties within the Improvement District receive almost all of the special benefits from the Improvements because properties in the Improvement District enjoy unique close proximity and access to the Improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the Improvements, but outside of the boundaries of the Improvement District, may receive some benefit from the Improvements. Since this benefit is conferred to properties outside the Improvement District boundaries, it contributes to the overall general benefit calculation and will not be funded by the Assessments.

The properties outside the Improvement District and within the proximity radii for neighborhood parks in the Improvement District receive benefits from the Improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are all geographically on only one side of the Improvements and are over twice the average distance from the Improvements compared to properties in the Assessment District. The general benefit to property outside of the Improvement District is calculated as follows with the parcel and data analysis performed by SCI Consulting Group.

Assumptions:

FEWER THAN 100 PARCELS OUTSIDE THE DISTRICT BUT WITHIN 2.0 MILES OF
THE PARKS WITHIN THE IMPROVEMENT DISTRICT
30,951 PARCELS IN THE IMPROVEMENT DISTRICT
50% RELATIVE BENEFIT COMPARED TO PROPERTY WITHIN THE IMPROVEMENT
DISTRICT

Calculation

general benefit to property outside the improvement district =
 $100/(30,951+100)*.5 = 0.2\%$

Although it can reasonably be argued that Improvements inside, but near the Park District boundaries are offset by similar park and recreational improvements provided outside, but near the Park District's boundaries, we use the more conservative approach of finding that 0.2% of the Improvements may be of general benefit to property outside the Improvement District.

BENEFIT TO PROPERTY *INSIDE* THE DISTRICT THAT IS *INDIRECT AND DERIVATIVE*

The "indirect and derivative" benefit to property within the Improvement District is particularly difficult to calculate. A solid argument can be presented that all benefit within the Improvement District is special, because the Improvements are clearly "over and above" and "particular and distinct" when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the Improvement District. Therefore, the general benefit contribution that is indirect and derivative is negligible, and calculated to be zero for this analysis.

BENEFIT TO THE PUBLIC AT LARGE

The SVTA vs. SCCOSA decision indicates there may be general benefit "conferred on real property located in the district" A measure of the general benefits to property within the Assessment area is the percentage of land area within the Improvement District that is publicly owned and used for regional purposes such as lakes, major roads, rail lines and other regional facilities because such properties used for regional purposes could provide general benefits to the public at large. Approximately 1.2% of the land area in the

Improvement District is used for such regional purposes, so this is a measure of the general benefits to property within the Improvement District.

The general benefit to the public at large can be estimated by the proportionate amount of time that the Park District's parks and recreational facilities are used and enjoyed by individuals who are not residents, employees, customers or property owners in the Park District¹. A survey of park and recreation facility usage conducted by SCI Consulting Group found that less than 8% of the Park District's facility usage is by those who do not live or work within District boundaries.²

TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, we find that approximately 9.4% of the benefits conferred by the Improvements may be general in nature and should be funded by sources other than the assessment.

General Benefit Calculation

	0.2%	(Outside the Assessment District)
+	0.0%	(Inside the District – Indirect and Derivative)
+	9.2%	(Public at Large)
=	9.4%	(Total General Benefit)

Therefore, this analysis finds that 9.4% of the assessment may provide general benefits, and the Assessment Engineer establishes a requirement for a minimum contribution from sources other than the assessments of 9.4%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits.

The Park District's total budget for maintenance and improvement of its parks and recreational facilities is \$1,156,404. Of this total budget amount, the Park District will contribute \$308,309 from sources other than the assessments for park maintenance and operation. This contribution by the Park District equates to approximately 79.1% of the total

¹ . When District facilities are used by those individuals, the facilities are not providing benefit to property within the Park District. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the Park District facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses Park District facilities but does not reside, work, shop or own property within the Park District boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.

² . A total of 118 park users were surveyed on different days and times during the months of February 2002 and April 2002. Nine respondents (7.6%) indicated that they did not reside or work within the Park District.

budget for maintenance and improvements and constitutes far more than the amount attributable to the general benefits from the Improvements.

ZONES OF BENEFIT

Due to their greater distance and reduced proximity from the improvements, parks and recreational facilities, properties in one area of the District are determined to receive lesser benefit from the proposed improvements than other properties in the District. This area of reduced benefit lies along the north east boundaries of the District and includes all Assessor Parcel Numbers within the District in Book 058; Book 059 Pages 11 and 12; Book 061 Pages 01, 06, 07, 09-19, 22-28, 36-40; Book 73 Pages 01-08, 20, 21 and 33. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this Report. All other properties within the Improvement District are classified into Zone of Benefit A or Zone A.

The Improvement District's improvements, parks and recreational facilities are easily accessible to all properties within Zone A. Therefore, benefits from the proposed improvements do not further vary based on proximity of the parcels to the improvements within the Zone because the increased benefits of greater proximity to the improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity.

Since these properties are generally twice the distance from the proposed improvements, it is estimated that the relative level of benefit to properties in Zone B is 50% the benefit received by properties in Zone A. The proposed assessments for properties in Zone B will therefore be 50% of similar properties in Zone A.

All assessed properties within the Improvement District are within the industry-accepted proximity/service area for parks and recreation facilities. As noted, these proximity radii were specifically established to only encompass properties with good proximity and access to local parks and in effect make local parks within the proximity radii an extension of usable land area for the properties in the area. The benefits from the Improvements within each Zone of Benefit do not vary further based on proximity of the parcels to the Improvements because the increased benefits of greater proximity to the Improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity. Consequently, since all parcels in the Improvement District have good access and proximity to the Improvements and the benefits to relatively closer proximity are offset by other factors, additional proximity is not considered to be a factor in determining benefit within each Zone of Benefit. In other words, the boundaries of the Improvement District and the Zones of Benefit have been narrowly drawn to include only properties that have good proximity and access and will specially benefit from the Improvements.

The SVTA vs. SCCOSA decision indicates:

In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not “particular and distinct” and are not “over and above” the benefits received by other properties “located in the district.”

We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district’s property values).

In the Improvement District, the advantage that each parcel receives from the Improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment. Therefore, the even spread of assessment throughout each narrowly drawn Zone of Benefit is indeed consistent with the SVTA vs. SCCOSA decision and satisfies the “direct relationship to the ‘locality of the improvement’” standard.

APPORTIONMENT

As previously discussed, the assessments provide specific Improvements that confer direct and tangible special benefits to properties in the Improvement District. These benefits can partially be measured by the occupants on property in the Improvement District because such parcel population density is a measure of the relative benefit a parcel receives from the Improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.

It should be noted that many other types of “traditional” assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property.³

³ For example, in *Federal Construction Co. v. Ensign* (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial and other properties also receive direct benefits from the Improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So the potential population of employees or residents is a measure of the special benefits received by the property.) Larger parcels, therefore, receive an increased benefit from the assessments.

Finally, the special benefits derived from the assessments are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the Park District's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."

In conclusion, the Assessment Engineer determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential and its proximity to parks and recreational facilities. This method is further described below.

ASSESSMENT APPORTIONMENT

RESIDENTIAL PROPERTIES

Certain improved residential parcels in the Improvement District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category of single family residential property.

Properties with more than one residential unit are designated as multi-family residential parcels. These parcels benefit from the improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home and the average size of multi-family residential units versus the average size of single family homes. The population density factors for the Feather River Recreation and Park District, as depicted below, provide a partial basis for determining the SFE factors for residential parcels. Using the total population in a certain property type in the Park District from the 1990 Census (the most recent data available when the Improvement District was established) and dividing it by the total number of such households, finds that approximately 2.70 persons occupy each single family residence, whereas an average of 2.13 persons occupy each multi-family residence. Using the ratio of one Population Factor for each single-family residence, which equates to one Population Factor for every 2.70 persons, a Population Factor would equate to one multi-family unit or a 0.79 Population Factor for every 2.13 residents. Likewise, each condominium unit receives a 0.99 Population Factor and each mobile home receives a 0.78 Population Factor.

TABLE 1 - RESIDENTIAL DENSITY AND ASSESSMENT BENEFIT FACTORS

	<i>Total Population</i>	<i>Occupied Households</i>	<i>Persons per Household</i>	<i>Population Factor</i>
Single Family Residential	113,152	41,943	2.70	1.00
Condominium	5,185	1,949	2.66	0.99
Multi-Family Residential	31,437	14,728	2.13	0.79
Mobile Home on Separate Lot	26,368	12,494	2.11	0.78

Source: 1990 Census, Butte County.

Once established, Population Factors are adjusted to reflect the average structure size of different residential parcels. This adjustment is needed because the special benefits are deemed to be relative to the potential population density and building area per dwelling unit.

The average structure size of a single family residence in the Feather River Recreation and Park District is 1477 square feet, whereas the average multi-family residence is 807 square feet per unit, or 55% of the size of a single family residence. Likewise, each condominium unit is 88% of the size of a single family residence and each mobile home is 50% of the size of a single family residence. These building area percentages are applied to the Population Factors to determine the SFE benefit factors for residential parcels. Therefore, a multi-family residence with a 0.79 Population Factor and a 55% building area percentage will receive 0.43 SFE.⁴ Likewise, each condominium unit receives 0.87 SFE and each mobile home receives 0.39 SFE.

TABLE 2 - POPULATION AND ASSESSMENT BENEFIT FACTORS

	<i>Average Square Feet</i>	<i>% of SFR</i>	<i>Population Factor</i>	<i>SFE Factor</i>
Single Family Residential	1477	100%	1.00	1.00
Condominium	1297	88%	0.99	0.87
Multi-Family Residential	807	55%	0.79	0.43
Mobile Home on Separate Lot	732.25	50%	0.78	0.39

The single family equivalency factor of 0.43 per dwelling unit for multifamily residential parcels applies to such parcels with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore the benefit for parcels in excess of 20 units is determined to be 0.43 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

COMMERCIAL/INDUSTRIAL PROPERTIES

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial parcels.

In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial parcels. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

⁴ (0.79 * 55% = 0.43)

In comparison, the average number of people residing in a single family home in the area is 2.70. Since the average lot size for a single family home in the District is approximately 0.50 acres, the average number of residents per acre of residential property is 5.40.

The employee density per acre is generally 4.45 times the population density of single family residential property per acre (24 employees per acre / 5.40 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 4.45 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 4.45 employees is the basis for allocating commercial/industrial benefit. Table 3 shows the average employees per acre of land area or portion thereof for commercial and industrial parcels and lists the relative SFE factors per half of an acre for parcels in each land use category.

Commercial and industrial parcels in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per half of an acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres.

Institutional parcels that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

TABLE 3 - COMMERCIAL/INDUSTRIAL DENSITY AND ASSESSMENT FACTORS

<i>Type of Commercial/Industrial Land Use</i>	<i>Average Employees Per Acre ¹</i>	<i>SFE Units per 1/2 Acre ²</i>
Commercial	24	1.00
Office	68	2.84
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.05

1. Source: San Diego Association of Governments Traffic Generators Study.
2. The SFE factors for commercial and industrial parcels are applied by the half of an acre of land area or portion thereof. (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

OTHER PROPERTIES

Article XIID stipulates that publicly owned parcels must be assessed unless there is clear and convincing evidence that those parcels receive no special benefit from the assessment.

Other publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Benefits received by vacant land from park maintenance and improvement are generally offset by those benefits such recreation area and watershed parcels confer to parcels in the District by way of providing increased community recreation areas and nature lands. Such parcels are, therefore, not specially benefited and are not assessed.

Church parcels and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Many of these parcels also provide some degree of on-site amenities that serve to offset some of the benefits from the Improvement District. In addition, the District maintains reciprocal use arrangements with many educational parcels that allow for the public, recreational use of these parcels. Such public use tends to reduce the use and wear of District facilities. Therefore, these parcels receive minimal benefit and are assessed an SFE factor of 1.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Improvements and are assessed an SFE benefit factor of 0.

DURATION OF ASSESSMENT

It is proposed that the Assessment be levied for fiscal year 2002-03 and every year thereafter, so long as the parks and recreational areas need to be improved and maintained and the Feather River Recreation and Park District requires funding from the Assessments for its Improvements in the Improvement District. As noted previously, the Assessment can be levied annually after the Feather River Recreation and Park District Board of Directors approves an annually updated Engineer's Report, budget for the Assessment, Improvements to be provided, and other specifics of the Assessment. In addition, the District Board of Directors must hold an annual public hearing to continue the Assessment.

APPEALS AND INTERPRETATION

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the Park District General Manager or her or his designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the Park District General Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the Park District General Manager or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the Park District General Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the Park District General Manager or her or his designee shall

be referred to the Feather River Recreation and Park District Board and the decision of the Board shall be final.

ASSESSMENT

WHEREAS, on February 23, 2021 the Feather River Recreation and Park District Board adopted its Resolution initiating proceedings for the continuation of a Park Maintenance and Recreation Improvement District under the Landscaping and Lighting Act of 1972, pursuant to the provisions of the Landscaping and Lighting Act of 1972 and Article XIIIID of the California Constitution (collectively "the Act"), to proceed with the proposed continuation of assessments;

WHEREAS, the Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Improvement District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Improvement District, to which Resolution and the description of the proposed improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of the Feather River Recreation and Park District, hereby make the following assessment to cover the portion of the estimated cost of the improvements, and the costs and expenses incidental thereto to be paid by the Improvement District.

The amount to be paid for the improvements and the expense incidental thereto, to be paid by the Improvement District for the fiscal year 2021-22 is generally as follows in Figure 2 below.

FIGURE 2 – SUMMARY COST ESTIMATE

	<i>F. Y. 2021-22 Budget</i>
Park Maintenance & Operation	\$1,101,827
Capital Improvements	\$1,361,205
Incidental Expenses	\$57,701
TOTAL BUDGET	\$2,520,733
Less:	
District Contribution	\$2,212,424
NET AMOUNT TO ASSESSMENTS	\$308,309

As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of said Improvement District. The distinctive number of each parcel or lot of land in the said Improvement District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within said Improvement District, in accordance with the special benefits to be received by each parcel or lot, from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

Property owners in the Assessment District, in an assessment ballot proceeding in 2002, approved the initial fiscal year benefit assessment for special benefits to their property including the CPI adjustment schedule. As a result, the assessment may continue to be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

Based on the preceding annual adjustments, the maximum assessment rate for Fiscal Year 2021-22 was \$15.80 per single family equivalent benefit unit for Zone of Benefit A and \$7.90 per single family equivalent benefit unit for Zone of Benefit B. The annual change in the CPI from December 2019 to December 2020 was 2.30%. Therefore, the maximum authorized assessment rate for Fiscal Year 2021-22 has been increased by the allowable maximum increase from \$15.34 to \$15.80 per single family equivalent benefit unit for Zone of Benefit A and from \$7.66 to \$7.80 per single family equivalent benefit unit for Zone of Benefit B. The estimate of cost and budget in the Engineer's Report proposes assessments for fiscal year 2021-22 at the rate of \$15.80 per single family equivalent benefit unit for Zone of Benefit A, which is the maximum allowable rate and \$7.80 per single family equivalent benefit unit for Zone of Benefit B, which is also the maximum allowable rate.

The assessment is made upon the parcels or lots of land within the Improvement District in proportion to the special benefits to be received by the parcels or lots of land, from the improvements.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Butte for the fiscal year 2021-22. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of the County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2021-22 for each parcel or lot of land within the Improvement District.

Dated: June 15, 2021



A handwritten signature in blue ink, appearing to read "John W. Bliss", written over a horizontal line.

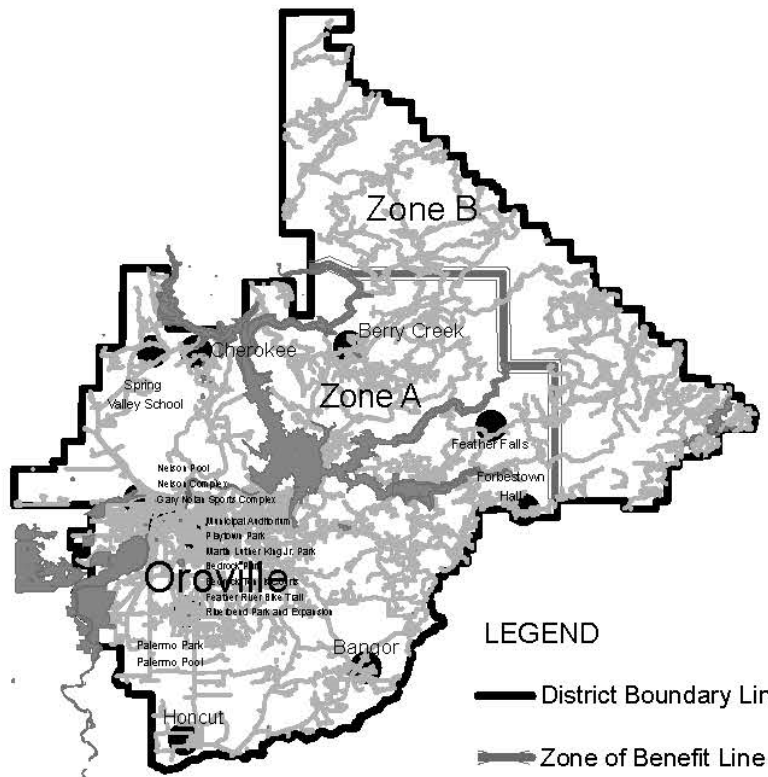
Engineer of Work
By: John W. Bliss, License No. C52091

APPENDICES

Appendix A – Assessment Diagram
Appendix B – Assessment Roll, FY 2021-22

APPENDIX A – ASSESSMENT DIAGRAM

The Improvement District includes all parcels within the boundaries of the Feather River Recreation and Park District. The boundaries of the Improvement District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Improvement District are those lines and dimensions as shown on the maps of the Assessor of the County of Butte, for fiscal year 2021-22, and are incorporated herein by reference, and made a part of this Diagram and this Report.



FILED IN THE OFFICE OF THE DISTRICT MANAGER OF THE FEATHER RIVER RECREATION AND PARK DISTRICT, COUNTY OF BUTTE, CALIFORNIA, THIS _____ DAY OF _____, 20____.

SECRETARY OF THE BOARD

ASSESSMENT WAS CONFIRMED AND LEVIED BY THE BOARD OF THE FEATHER RIVER RECREATION AND PARK DISTRICT, COUNTY OF BUTTE, ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS ASSESSMENT DIAGRAM ON THE __ TH DAY OF _____, 20____.

FOR THE FISCAL YEAR 20____-____ AND SAID ASSESSMENT

ASSESSMENT ROLL FOR SAID FISCAL YEAR WAS FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF BUTTE ON THE _____ DAY OF _____, 20____. REFERENCE IS HEREBY MADE TO SAID RECORDED ASSESSMENT ROLL FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND.

SECRETARY OF THE BOARD

Note:
REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF BUTTE FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCEL SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

SCI Consulting Group
4745 Mangels Blvd
Fairfield, CA 94534
707-430-4300

Feather River Recreation and Park District Assessment Diagram

APPENDIX B – ASSESSMENT ROLL, FY 2021-22

An Assessment Roll (a listing of all parcels assessed within the Improvement District and the amount of the assessment) will be filed with the Park District General Manager and is, by reference, made part of this report and is available for public inspection during normal office hours.

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.



RESOLUTION NO. 1967-21

**A RESOLUTION APPROVING ENGINEER'S REPORT,
CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF ASSESSMENT
FOR FISCAL YEAR 2021-22 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT
DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

RESOLVED, by the Board of Directors of the Feather River Recreation and Park District (the "Board"), State of California, that

WHEREAS, on July 24th, 2002 by its Resolution No. 820-02, this Board ordered formation of a landscaping and lighting district pursuant to the Landscaping and Lighting Act of 1972 (Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof) (the "District").

WHEREAS, the purpose of the District is for the installation, maintenance and servicing of the improvements described in the annual Engineer's Report; and

WHEREAS, by its Resolution No. 1899-19, A Resolution Directing Preparation of the Engineer's Report for the Continuation of the Park Maintenance and Recreation Improvement District of the District, this Board designated SCI Consulting Group as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972, Streets and Highways Code 22500, and Article XIID of the California Constitution; and

WHEREAS, the first Engineer's Report for Fiscal Year 2002-03 described how the assessment district would be established, determined the uses of the assessment funds, established the methodology by which the assessments would be applied to properties in the District, established that the assessment is subject to an annual adjustment tied to the annual change in the Consumer Price Index for the San Francisco Bay Area, and stated that the assessment would continue year-to-year until terminated by the District Board of Directors; and

WHEREAS, although the methodology by which the assessments are applied to properties in the District does not change from year to year, a new Engineer's Report is prepared each year in order to establish the CPI adjustment for that year; the new maximum authorized assessment rate for that year; the budget for that year; and the amount to be charged to each parcel in the District that year, subject to that year's assessment rate and any changes in the attributes of the properties in the District, including but not limited to use changes, parcel subdivisions, and/or parcel consolidations; and

WHEREAS, the report was duly made and filed with the Secretary of the Board and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that June 22nd, 2021 at the hour of 5:30 p.m., or as soon after as practical, at the Feather River Recreation and Park District Office, 1875 Feather River Blvd., Oroville, California 95965, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and



WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of assessment were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the continuation of assessment and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof;

WHEREAS, the assessment is being levied without regard to property valuation of the properties involved; and

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED, that:

1. The public interest, convenience and necessity require that the continuation be made.
2. The District benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Secretary of the Board, which map is made a part hereof by reference thereto.
3. The Engineer's Report as a whole and each part thereof, to wit:
 - (a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;
 - (b) the diagram showing the assessment district, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the District; and
 - (c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the District in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto; are finally approved and confirmed.
4. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.
5. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2021-22 is hereby continued. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.
6. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of



the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.

- 7. Upon the adoption of this resolution, but in no event later than the second Monday in August following such adoption, the Secretary of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Butte. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment, in accordance to Streets and Highway Codes 22645 et seq. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Feather River Recreation and Park District.
- 8. Upon receipt of the moneys representing assessments collected by the County, the General Manager shall deposit the moneys in the District Treasury to the credit of the improvement fund previously established under the distinctive designation of the District.

Ayes:

Noes:

Absent:

Abstain:

Attest: _____
Steven Rocchi, Chairperson

Shawn Rohrbacker, General Manager



STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: DEBORAH PELTZER, BUSINESS MANAGER

RE: 2021-2022 FISCAL YEAR APPROPRIATIONS LIMIT

SUMMARY

State law requires that the Appropriations Limit be calculated annually. The appropriations limit is made available to the public, in accordance with state law.

The 2021-22 Appropriations Limit at \$3,637,507, based on the factors provided by the State Controller. These factors are the percentage change in California per capita income and the percent change in the population in the County of Butte.

RECOMMENDATION

Approve 2021-22 Appropriations Limit

ATTACHMENTS

Calculation details and resolution.

Feather River Rec and Park District Appropriation Limit Fiscal Year: 2021-2022

EXHIBIT A

Appropriations Limit Calculation

Per Capita Cost of Living Change	5.73	
Population Change Oroville	-5.43	
Per Capita converted to ratio +100/100	100	1.0573
Population converted to a ratio +100/100	100	0.9457
Adjustment Factor		0.9999

2020-21 LIMIT
\$3,637,912

FACTOR
0.9999

2021-22
\$3,637,507



RESOLUTION NO. 1968-21

**A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
ADOPTING THE 2021-2022 APPROPRIATIONS LIMITATIONS**

WHEREAS, California's state appropriations limit (SAL)--originally established by Proposition 4 in 1979-- places an "upper bound" each year on the amount of monies that can be spent from state tax proceeds. The SAL itself grows annually by a population and cost-of-living factor and;

WHEREAS, Most state appropriations are subject to the SAL. However, the law does exempt certain types of appropriations from the SAL, including capital outlay, local government subventions, and debt service and;

WHEREAS, Tax proceeds in excess of the SAL over a two-year period must be equally split between rebates to taxpayers and expenditures on education and;

WHEREAS, The SAL has not been a constraint throughout the 1990s. In recent years, however, California's strong revenue performance has caused the "room" under the limit to shrink and;

WHEREAS, Article XIII B of the California Constitution specifies that appropriations made by government entities may increase annually by the change in population and the change in California capita income, or the change in the local assessment roll, and

WHEREAS, the CPI Factor of 5.73 and population change -5.43 for the City of Oroville total ratio of change factor 0.9999 (as shown on Exhibit A) and is used by Feather River Recreation and Park District to determine its appropriation limitation for 2021-2022.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Feather River Recreation and Park District, pursuant to Government Code Section 7910, adopt the 2021-22 appropriation limitation of \$3,637,507. Said limitation was determined by the following formula:

Previous Fiscal Year		2021-2022
Appropriation	Ratio of Change	Appropriation
Limitation	Adjustment Factor	Limitation
\$3,3637,912	.09999	\$3,637,507



PASSED AND ADOPTED at a Regular Board Meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of June 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain

Attest: _____
Steven Rocchi, Chair

Shawn Rohrbacker, General Manager



Feather River Rec and Park District Appropriation Limit Fiscal Year: 2020-2021 EXHIBIT A

Appropriations Limit Calculation		
Per Capita Cost of Living Change	3.73	
Population Change City of Oroville	-8.78	
Per Capita converted to ratio +100/100	100	1.0373
Population converted to a ratio +100/100	100	0.9122
Adjustment Factor 2020-21		0.9462

PREVIOUS F/YEAR LIMIT	FACTOR	2020-21 FISCAL YEAR
\$3,844,658	<u>0.9462</u>	\$3,637,912

State Constitution Limits State and Local Appropriations. Proposition 4 (1979) added Article XIII B to the Constitution, which established an appropriations limit on the state and most local governments. These limits are also referred to as “Gann Limits” in reference to one of the coauthors. The fundamental purpose of the Gann Limit is to keep real (inflation adjusted) per person government spending under 1978-79 levels. The measure requires that a complex series of calculations be performed each year to compare appropriations to the limit. If in two consecutive years the state has revenues that cannot be appropriated because of the limit—meaning the state has “excess revenues”—the Constitution requires the excess to be split between taxpayer rebates and additional Proposition 98 spending.

The Gann Limit aka Appropriation Limit was approved on November 6, 1979, by California voters. Under the Gann Limit, a maximum amount is established for tax-funded government services. That amount is to be adjusted each year depending on changes in state population, inflation and the transfer of financial responsibility for various government activities from one level of government to another. Any significant amount of state tax revenue received above that Gann Limit is to lead to future tax rebates or tax cuts.



STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: DEBORAH PELTZER, BUSINESS MANAGER

RE: 2021-22 ORG CHART

SUMMARY

Annually, during the budget process, the District adopts an Organizational Structure chart that is in compliance with current job descriptions. 2021-22 has had several changes to the Org Chart adding two full time hourly positions and changing one full time position from salary to hourly position. The mentioned changes to positions were changed with board approval at prior meetings, this resolution is to reflect the changes on the District's Org Chart made during fiscal year 2020-21 and will be current for fiscal year 2021-22.

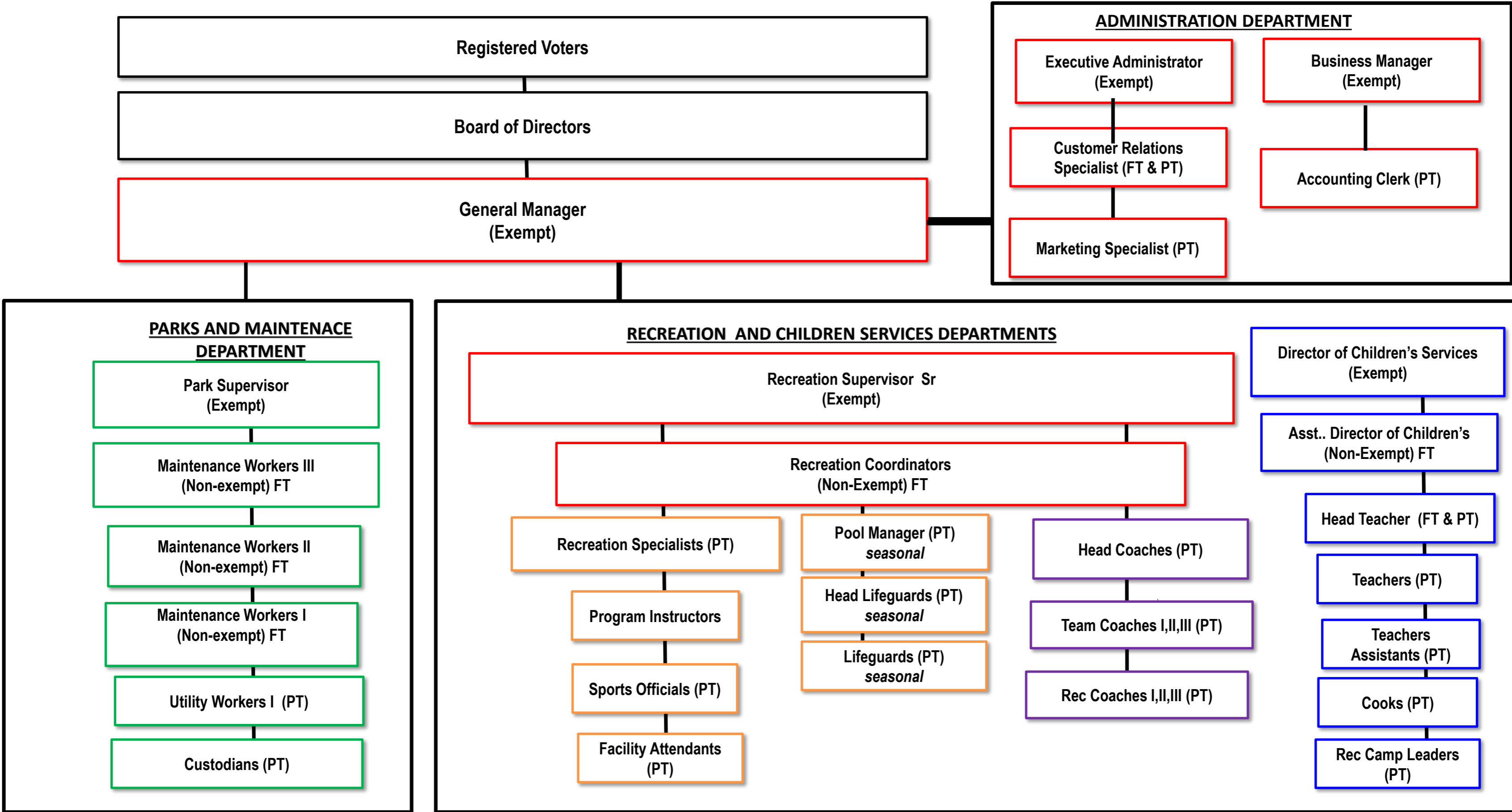
RECOMMENDATION

Approve Resolution

ATTACHMENTS

Resolution

Feather River Recreation & Park District Organizational Structure





STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: NELSON POOL PROJECT CHANGE ORDER PROPOSAL TO REPAIR THE SWIMMING POOL BOND BEAM AND RELATED SECTIONS

SUMMARY

The following Change Order Proposal is to repair the bond beam around the swimming pool. As noted in previous project updates; the rebar along this section of the pool is rusted and has begun to erode the concrete structure along parts of the bond beam. The concrete cap along most of the north end of the pool has crumbled to sand. Rusted rebar can be seen at the top of the beam around the rest of the pool. The pool contractor and engineer recommend cutting out the concrete beam around the perimeter of the pool to remove the pool to prevent further erosion, including compromising the new deck and existing pool wall.

The rust was caused by storm water runoff from the sandstone soil profile to the east. This drainage is being addressed in the existing project through grading and storm drains in the field. This change order would also add a french drain along the new fence line footing on the west side of the pool. In case the storm drains to the east do not completely capture rainfall runoff, this drain line will let water out past the fence line footing to the east.

Small change order work also shown on the proposal include adding color to the coping and concrete work for the steps into the pool. See the attached Change Order Request and Beam Plans for more information.

BUDGETARY IMPACT

The Change Order Proposal Total is \$77,386.00. In order to keep the project within budget, the shade structure and slide may have to be installed in the next phase of improvements.

RECOMMENDATION

Approve the Change Order Proposal of \$77,386.00 to repair the swimming pool bond beam, related sections, and previous extras.

ATTACHMENTS

Beam repairs and plans.

HOLIDAY POOLS CONSTRUCTION

NELSON POOL RENOVATION

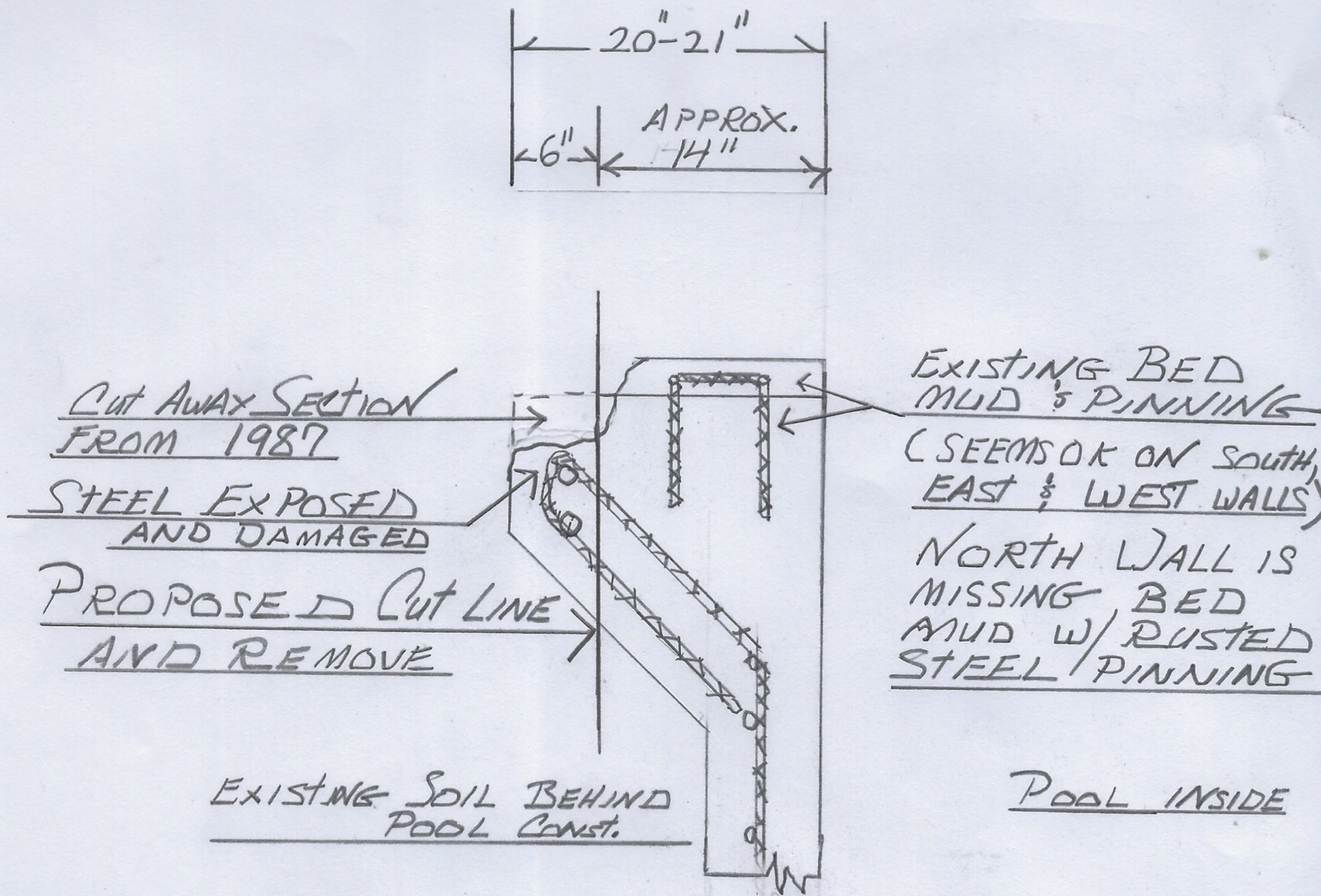
CHANGE ORDER REQUEST

June 7, 2021

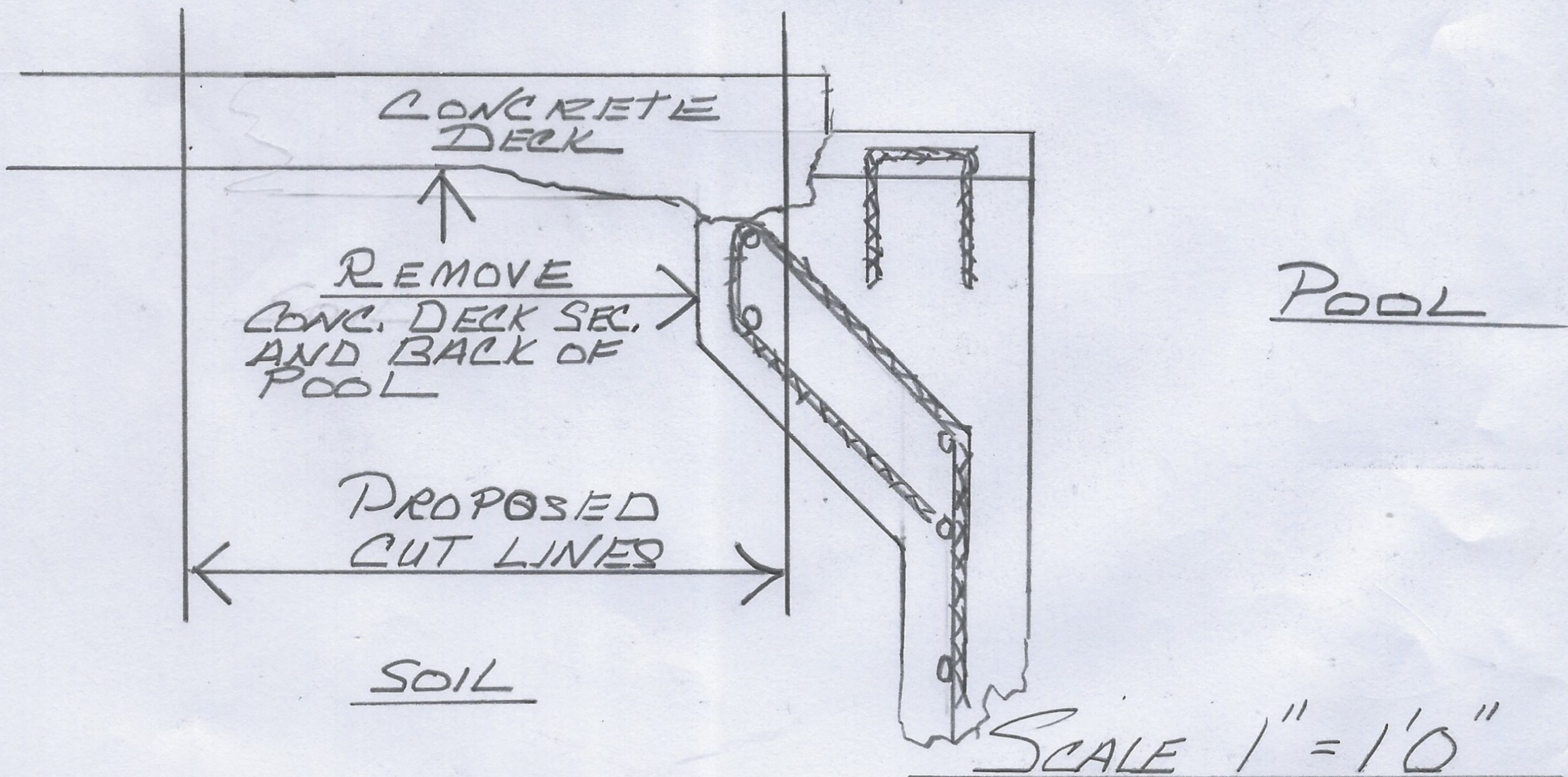
Listed below is a proposal for repairs to the swimming pool bond beam and related section.

1. Remove north wall broken concrete cap and rusted steel.	\$ 2,800.00
2. Saw cut all proposed vertical beam walls and deck areas (Cal-west).	12,700.00
3. Remove all concrete and steel from beam and deck cuts.	5,950.00
4. Excavate for clearance and forming.	2,475.00
5. Roughen beam wall cut and rust treat exposed steel.	4,700.00
6. Dowel and epoxy north wall, form and pour back to 1987 specs.	4,650.00
7. Dowel and epoxy pool back wall beam (see plans).	6,500.00
8. Tie horizontal bars around pool in plans.	3,650.00
9. Install forms for rear beam pour.	3,350.00
10. Pour new beam around pool.	7,900.00
11. Grind deck edge and install dowels and epoxy in cut concrete edge.	1,850.00
12. Install six new anchors for pour back (4 rail and 2 backstroke).	1,950.00
13. Replace all bond wire in repaired sections (electrical bonds).	700.00
14. Pour back 395 sq. ft. concrete deck from removed section @ 17.00	6,715.00
15. French drain in west wall and exit to west lawn bubbler 230' @ 36.00	8,280.00
 Sub total beam repairs.	 \$74,170.00
 Previous extras.	
1. Coping color increase.	800.00
2. Shallow end step repairs due to wood in fiberglass removal and relevel.	1,650.00
Sub total	\$76,620.00
Bond adjustment 1%	766.00
 Total Change Order	 \$77,386.00

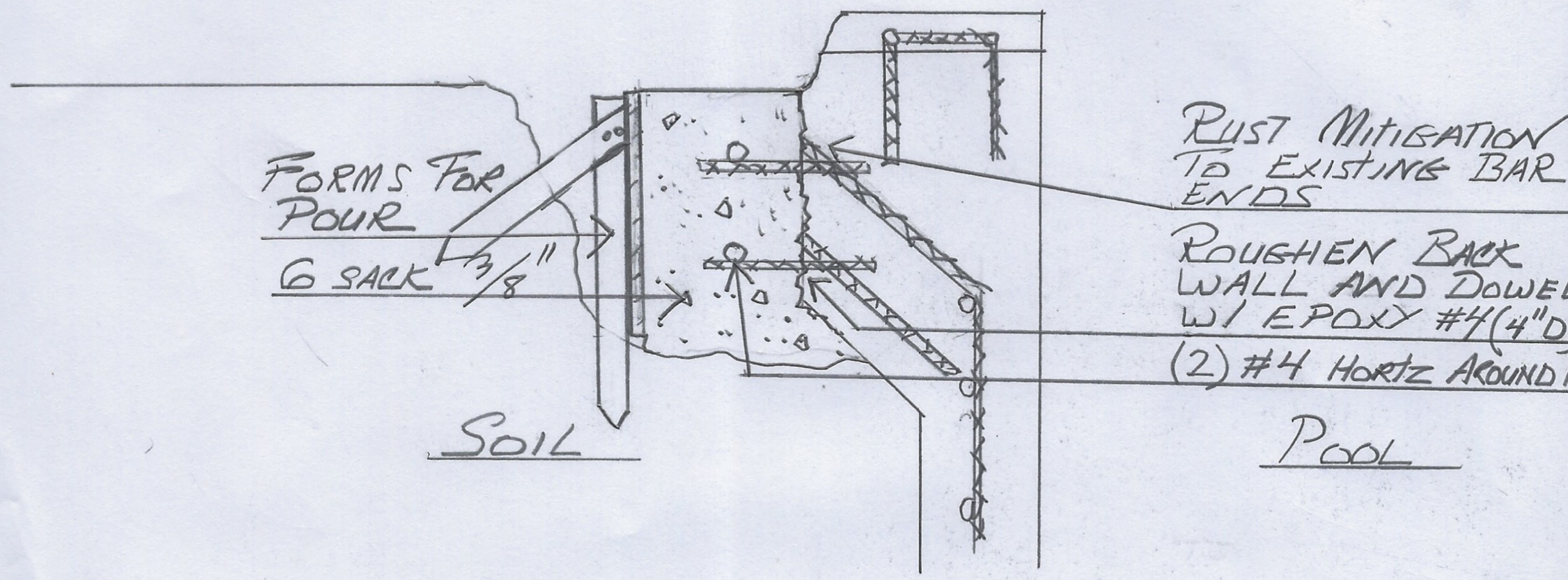
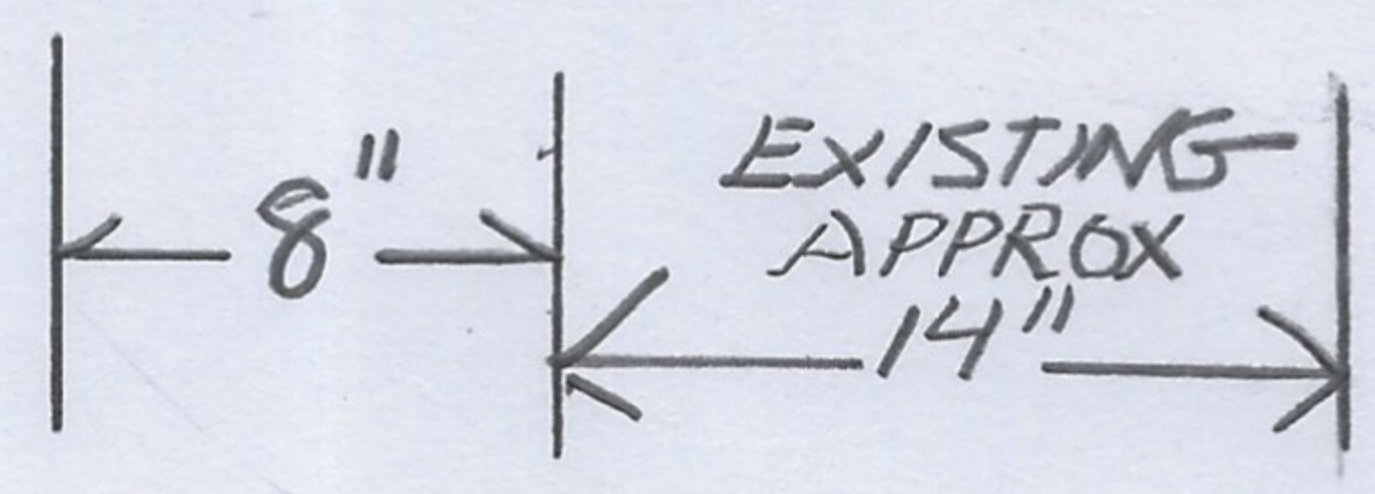
EXISTING POOL BEAM



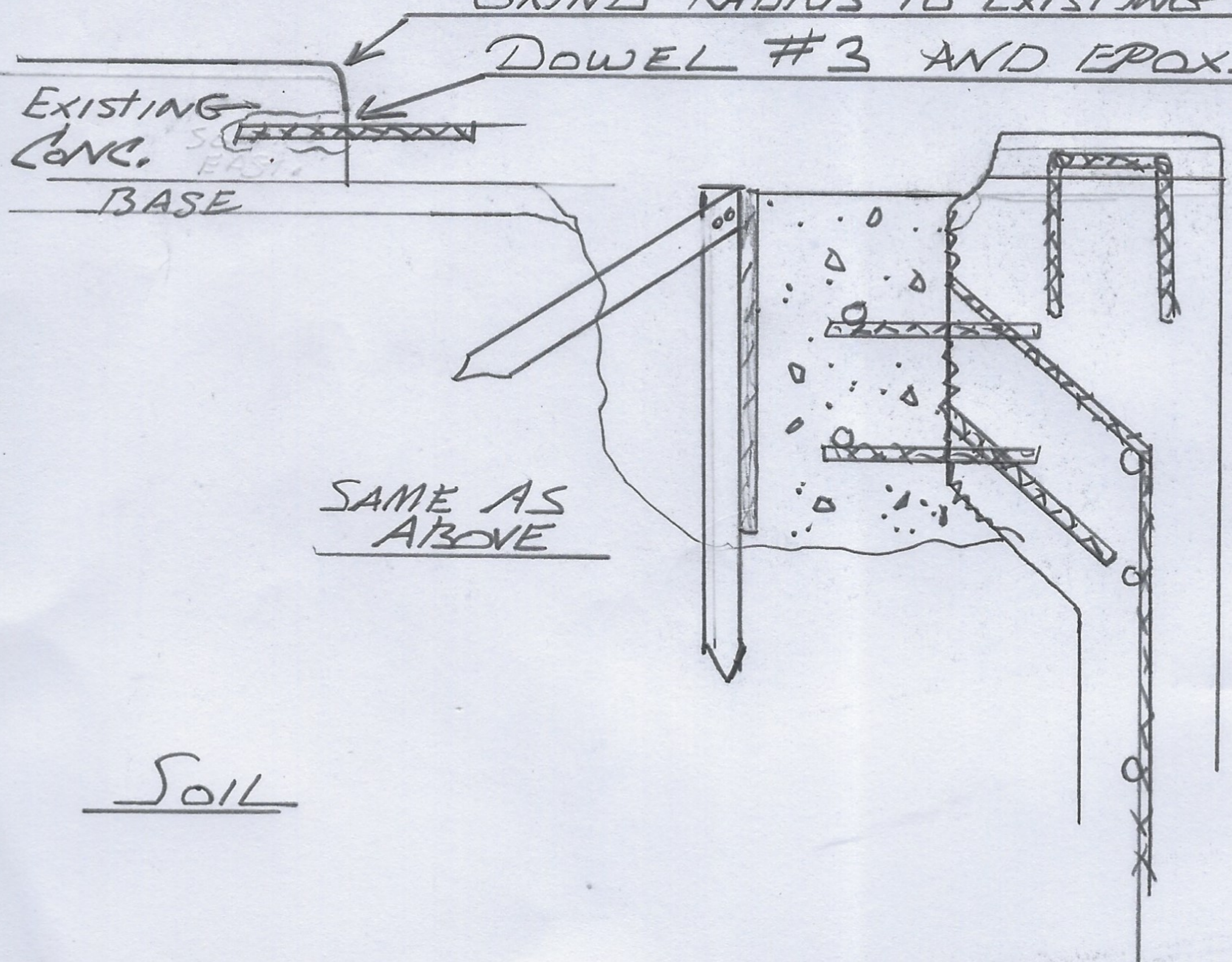
EXISTING DECK OVER BEAM



PROPOSED CHANGES TO BEAM



CHANGES TO SOUTH & EAST W/ EXISTING CONC.
GRIND RADIUS TO EXISTING CONC. DECK
DOWEL #3 AND EPOXY



SAME AS ABOVE

NOTE!
NORTH WALL CAP TO BE REDDOWELED AND POURED BACK TO 1987 PLAN AS PREP. FOR COPING

POOL



STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: PROPOSAL FOR SPECIAL TAX CONSULTING SERVICES AND COMMUNITY FACILITIES DISTRICT FORMATION FOR THE FEATHER RIVER RECREATION AND PARK DISTRICT'S RIVER RANCH SUBDIVISION DEVELOPMENT

SUMMARY

The services in this Proposal will create a Community Facilities District ("CFD") for the Feather River Recreation and Park District. The CFD will be for the River Ranch Subdivision development ("Development") to fund the maintenance and servicing, including repairs and replacements, of the public improvements that have yet to be determined. The CFD will be structured to recover all costs associated with the formation proceedings. The Developer has also agreed to pay half of the total fees to create the CFD.

The Board has previously approved a Letter of Intent for the project to establish a formal agreement with the developer of the River Ranch Subdivision (project), for a proposed 2-acre park and open space dedication, to include a small pocket park, and approximately 11.9-acre open space donation, as shown on Exhibit 1, attached. A draft open space dedication/donation proposal from the project developer was reviewed by the FRRPD Board of Directors (BOD) on December 15, 2020. Based on that initial review, FRRPD intends to move forward with the project developer to establish a formal agreement for the proposed open space dedication/donation. See attached Letter of Intent and Open Space Figure. A formal agreement is planned to be presented at the July 27th board meeting.

FRRPD has received three total proposals for the CFD services. SCI Consulting Group had the lowest fee proposal and is best suited to complete the work. The services will also establish a CFD model for future FRRPD development taxes within the District.

BUDGETARY IMPACT

Total Proposal \$17,200. The CFD will be structured to recover all costs associated with the formation proceedings. The Developer has also agreed to pay half of the total fees up front to create the CFD.

RECOMMENDATION

Approve the \$17,200 SCI Consulting Proposal for Special Tax Consulting Services and Community Facilities District formation for the River Ranch Subdivision Development. Contract for the proposed services is to be contingent upon FRRPD Board approval of a formal agreement with the developer for the River Ranch Subdivision Project.

ATTACHMENTS

Letter of intent to developer and open space figure.

February 19, 2021

Mike Nelson, President & CEO
LACO Associates
NelsonM@lacoassociates.com

Subject: Feather River Recreation and Parks District (FRRPD) Letter of Intent to Establish a Formal Agreement for the River Ranch Subdivision (TSM 18-0003) Park and Open Space Dedication and Donation

Dear Mr. Nelson:

This letter has been written to state the intent of the Feather River Recreation and Parks District (FRRPD) to establish a formal agreement with the developer of the River Ranch Subdivision (project), for a proposed 2-acre park and open space dedication, to include a small pocket park, and approximately 11.9-acre open space donation, as shown on Exhibit 1, attached. A draft open space dedication/donation proposal from the project developer was reviewed by the FRRPD Board of Directors (BOD) on December 15, 2020. Based on that initial review, FRRPD intends to move forward with the project developer to establish a formal agreement for the proposed open space dedication/donation.

Within the 2 acres proposed for dedication, the project developer proposes to construct a small pocket park and dedicate a 50-foot wide strip, designated as a landscape buffer on the tentative subdivision map, to facilitate direct access to Ophir Road. The 11.9 acres of open space proposed for donation will be primarily undeveloped, aside from 5-foot wide aggregate base walking trails and two (2) drainage basins designed to collect stormwater runoff from the subdivision. Specific improvements within the pocket park and open space areas will be determined by the project developer in consultation with FRRPD prior to finalizing the improvement plans. FRRPD understands that the project developer would include the proposed pocket park and open space improvements in the first phase of project construction.

The project developer will facilitate the completion of an appraisal of the open space to determine the value of the donation. This appraisal will be provided to FRRPD for inclusion in the formal agreement. A Community Facilities District (CFD) will be established to fund the long-term maintenance of servicing, including repairs and replacements of the areas proposed for dedication/donation to FRRPD, including the pocket park, open space areas, and drainage basins, through a maintenance tax assessment on the future owners of the subdivision lots. FRRPD and the project developer will jointly decide upon the preferred approach for contracting with a consultant to form the maintenance tax assessment, which is intended to be structured to recover all costs associated with the formation proceedings.

Staff from FRRPD will continue to work with representatives of the project developer to draft a formal agreement for review and approval of the FRRPD BOD at an upcoming meeting.

Sincerely,
Feather River Recreation and Parks District

Shawn Rohrbacker
General Manager

LACO

EUREKA • UKIAH • SANTA ROSA

1-800-515-5054 www.lacoassociates.com

PROJECT RIVER RANCH SUBDIVISION

CLIENT W&R INC

LOCATION SOUTH OROVILLE

OPEN SPACE/PARK DEDICATION FIGURE

BY RMD

CHECK MDN

DATE 02/04/2020

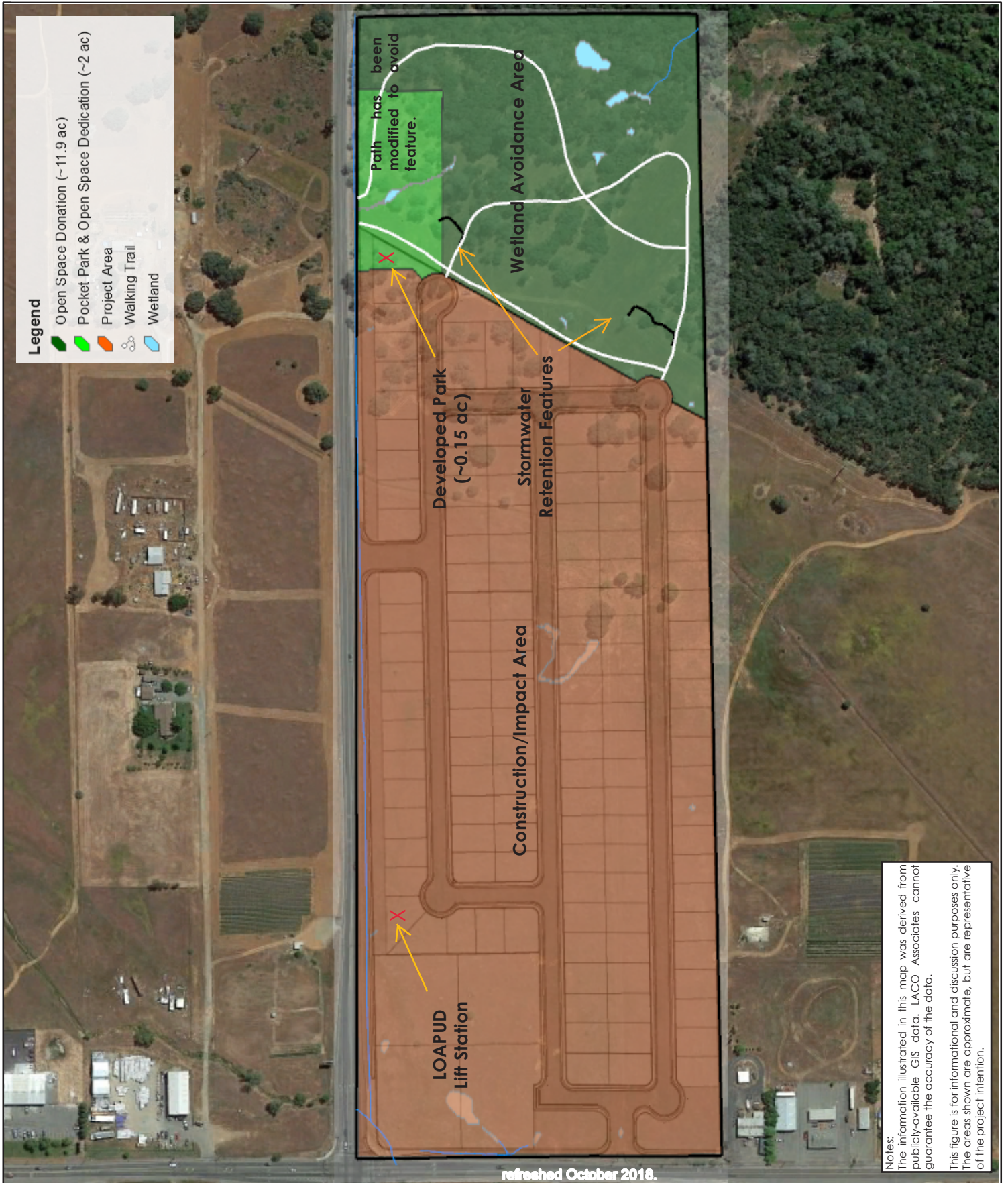
FIGURE

1

JOB NO.

9627.00

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





STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: PROPOSAL FOR PARK IMPACT FEE NEXUS STUDY AND RELATED CONSULTING SERVICES

SUMMARY

The current FRRPD Impact Fee for developing a Single-Family Residential Dwelling Unit is \$1,196. The City of Oroville fee for single family homes is \$3,842 including recent increases through 2015 and 2021 Nexus Studies. FRRPD has not raised an Impact Fee or had a Nexus Study done since 2009.

The attached SCI Consulting Group ("SCI") proposal to provide a Park Impact Fee Nexus Study ("Nexus Study") for the Feather River Recreation and Park District ("District"). The Nexus Study would establish the legal and policy basis for establishing a new park impact fee program for the District. Specifically, the Nexus Study and the fee programs will comply with the substantive and procedural requirements of the Mitigation Fee Act. See the attached Proposal for more information.

BUDGETARY IMPACT

Total cost for the SCI Proposed scope of services is \$18,265. Existing Parkland Impact Fees can be used to pay for the services.

RECOMMENDATION

Approve the SCI Consulting \$18,265 Proposal for Park Impact Fee Nexus Study and Related Consulting Services

ATTACHMENTS

SCI Consulting Proposal

Tuesday, March 10, 2020

Shawn Rohrbacker, General Manager
Feather River Recreation and Park District
1875 Feather River Blvd.
Oroville, CA 95965

Re: Proposal for Park Impact Fee Nexus Study and Related Consulting Services

Dear Shawn:

SCI Consulting Group (“SCI”) is pleased to submit, for your review, this proposal to provide a Park Impact Fee Nexus Study (“Nexus Study”) for the Feather River Recreation and Park District (“District”). The Nexus Study would establish the legal and policy basis for establishing a new park impact fee program for the District. Specifically, the Nexus Study and the fee programs will comply with the substantive and procedural requirements of the Mitigation Fee Act (“Act”) which are as follows:

- Identify the purpose of the fee.
- Identify the use to which the fee is to be put.
- Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed (“benefit relationship”).
- Determine how there is a reasonable relationship between the need for the park and recreational facilities and the type of development project on which the fee is imposed (“impact relationship”).
- Determine how there is a reasonable relationship between the amount of the fee and the cost of the facilities or portion of the facilities attributable to the development on which the fee is imposed (“proportional relationship”).

The Nexus Study will utilize a standards-based methodology to establish the District’s new park impact fee. Under this method, the cost components are based on level of service (“LOS”) standards and defined on a per capita basis. These costs are then applied to different land uses according to their respective average household density or employment density to establish a cost / fee per unit or per square foot of building area.

Our approach to the Nexus Study would be based on a close interaction and coordination of the project with District staff, City/County staff, and other key stakeholders. If selected, SCI would provide comprehensive services in a manner that limits the time and resources of District staff. We do not have any work commitments that would interfere with their responsiveness and ability to complete the projects within a reasonable timeframe.

PROPOSED WORK PLAN AND APPROACH

Based on our current understanding of the projects and the technical analysis and services needed by the District, we propose the following scope of work and approach:

Task 1: Initial Research and Planning. SCI will first coordinate a project kick-off conference call to discuss the process of gathering all the available data and cost estimates needed for the project. SCI will review the City's General Plan, the County's General Plan, the District's Park and Recreation Master Plan, applicable authorizing ordinances, and other technical studies and plans related to the District's funding of park and recreational facilities. SCI will then coordinate a project kick-off meeting with the District to discuss the goals and objectives, proposed methodologies, and approaches, and develop a detailed timeline, task list, and deliverables for the project.

Task 2: Impact Analysis and Fee Determination. Following the strategy and utilizing the gathered data and cost estimates, SCI will determine the maximum park impact fees to fund new development's fair allocation of the proposed park and recreational facilities. SCI, the District will need to maintain a productive dialogue throughout this process to ensure cost allocation methodologies are appropriate and comply with the requirements of the Act. Upon completion of the initial cost allocation and fee determination, SCI will review the technical analysis, key findings and recommendations with District staff and make any adjustments as necessary.

Task 3: Nexus Study Report. SCI will then prepare a draft Nexus Study Report for administrative review and comment. The Nexus Study will include a summary of fee methodologies, approach, and findings along with technical analysis and documentation to support the new fee. The Nexus Study will also provide the required findings to demonstrate compliance with nexus requirements of the Act. Additionally, the Nexus Study will summarize the adoption, accounting and reporting requirements of the Act for implementation and annual administration of the fee programs. A comparison of the proposed fee to those of neighboring and comparable jurisdictions will also be provided. After review of the Administrative Draft Report, SCI will provide a Public Review Draft of the Nexus Study according to one set of consolidated comments from the District.

Task 4: Stakeholder Outreach. SCI will present the Public Review Draft and the fee program before the City Council, the County Board of Supervisors, the Building Industry Association, area developers, and other key stakeholders, as necessary. The purpose of these stakeholder outreach meetings is to educate the stakeholders on the purpose and details of the fee program and solicit their input and support. A PowerPoint presentation will be prepared for each conference or meeting to succinctly present the District's plans, an overview of key findings and recommendations, and the proposed fee schedule.

Task 5: Nexus Study Final Report and Approval by District Board. After incorporating input from the various stakeholders, SCI will make any necessary changes based on one set of consolidated comments from the District and the County and provide a Nexus Study Final Report. SCI will also review and present the Nexus Study and fee program before the District Board and the public for approval. SCI will also make any revisions to the Nexus Study Final Report, if any, requested by the District Board. SCI will also provide the District with a draft resolution, notice of public hearing, and submittal report for the approval of the fee program.

Task 6: Adoption by City Council. Upon approval of the fee program by the District Board, SCI will also review and present the Nexus Study and fee program before County staff, City Council and eventually the City Council and public for adoption.

Task 7: Adoption by Board of Supervisors. Upon approval of the fee program by the District Board, SCI will also review and present the Nexus Study and fee program before County staff, County Council and eventually the County Board of Supervisors and public for adoption.

In-Person Meetings. We anticipate the need for at least one (1) kickoff meeting with District staff, one (1) District Board meeting, one (1) City Council meeting, and one (1) County Board of Supervisors meeting. Additional meetings, assistance, or participation in further presentations, beyond our proposed four (4) in-person meetings, will be billed at our hourly billing rates for the duration of the project.

DISTRICT RESOURCES

SCI will carry out all tasks specified in the Work Plan and any other related services, as appropriate, for the preparation of the Nexus Study, and approval and adoption of the fee program. The District would be responsible for the following:

- Meet or participate in video conference calls periodically with SCI as needed.
- Provide information and documentation regarding the District's capital improvement plan, park and recreation master plan, park inventory, and additional data as requested.
- Assist with the review of the Nexus Study and other information presented and prepared by SCI.
- Assist with planning, review, and coordination of action items.

TIMELINE

We anticipate that preparation of the Public Review Nexus Study and stakeholder outreach meetings would take approximately two to three months. The timeline will in part depend upon the availability of the required data and cost estimates and level of stakeholder outreach. District Board approval of the fee program could occur the following month or subsequent month, depending upon the District's Board meeting calendar and ability to satisfying the noticing requirements. The final adoption by the County Board of Supervisors and City Council could occur two to three months later. As required by law, the updated park impact fee could become effective sixty days after adoption.

ABOUT SCI CONSULTING GROUP

Established in 1985, **SCIConsultingGroup** is a recognized public finance consulting firm with leading expertise in assisting California public agencies with local funding of public services and improvements. We also possess industry-leading expertise with the important legal and procedural requirements for establishing development impact fee programs, Community Facilities Districts, Benefit Assessment Districts, and other local financing mechanisms. SCI has prepared over 120 development impact fee nexus studies and facility financing plans. SCI has also formed and annually administers nearly 1,000 special taxes, assessments, and fees for over 175 public agencies throughout the State.

This expertise and experience will ensure that the District's goals and objectives are met successfully, collaboratively, on schedule, and on budget.

PARK AND RECREATION AGENCY CLIENTS (partial list) *

Arbuckle RPD
Arcade Creek RPD
Arden Park RPD
Auburn RPD
Bear River RPD
Cameron Park CSD
Carmichael RPD
City of Amador City
City of Angels
City of Belmont
City of Colusa
City of Diamond Bar
City of Folsom
City of Ione
City of Jackson
City of Lompoc
City of Menlo Park
City of Moorpark
City of Palmdale
City of Placentia
City of Placerville

City of Plymouth
City of San Diego
City of Sutter Creek
City of Temple City
City of Vacaville
Chico Area RPD
Conejo RPD
Cordova RPD
Cosumnes CSD
County of Amador
County of Contra Costa
County of El Dorado
County of Placer
County of San Joaquin
County of Solano
County of Butte
Durham RPD
Easton CSD
El Dorado Hills CSD
Fair Oaks RPD
Feather River RPD

Fulton-El Camino RPD
Garden Valley Ranch Estates CSD
Georgetown Divide RD
Mission Oaks RPD
Monterey Peninsula Regional PD
Mtn. Rec. Conservation Auth.
North Highlands RPD
Orangevale RPD
Paradise RPD
Feather River RPD
Rancho Simi RPD
Rio Linda Elverta RPD
Santa Clara Valley OSA
Sunrise RPD
Truckee-Donner RPD
Twain Harte CSD

*** Park Impact Fee Programs /
Quimby Programs in Bold**

REFERENCES

Jim Friedl, General Manager
Conejo Recreation and Park District
403 W. Hillcrest Drive
Thousand Oaks, CA 91360
(805) 495-6471
jfriedl@crpd.org

Steve Randall, General Manager
Truckee-Donner Recreation and Park District
10046 Church Street
Truckee, CA 96161
(530) 582-7720
steve@tdrpd.com

Greg Foell, District Administrator
Orangevale Recreation and Park District
6826 Hazel Avenue
Orangevale, CA 95662
(916) 988-4373
foellorpd@ovparks.com

Leslie Fritz, Director of Education
CA Park & Recreation Society
7971 Freeport Blvd.
Sacramento, CA 95832-9701
(916) 665-2777 ext. 3010
leslie@cprs.org

Matthew Duarte, Executive Director
CA Association of Park and Recreation Districts
6341 Auburn Boulevard, Suite A
Citrus Heights, CA 95621
(916) 722-5550
mduarte@capri-jpa.org

Anthony Tannehill, Legislative Representative
California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA, 95814
877.924.2732
anthonyt@csga.net

FEE SCHEDULE / MANNER OF PAYMENT

Compensation for the preparation of a Park Impact Fee Nexus Study and related consulting services as outlined in the Work Plan shall be \$18,265. After the completion of each task, SCI shall submit an invoice for each task performed.

TASK	Fixed Fee
Task 1: Initial Research and Planning	\$2,060
Task 2: Impact Analysis / Fee Determination	\$2,250
Task 3: Nexus Study Administrative Review Draft	\$3,010
Task 4: Public Review Draft / Stakeholder Outreach	\$2,645
Task 5: Nexus Study Final Report; District Board Approval	\$2,695
Task 6: Adoption by City Council	\$3,183
Task 7: Adoption by County Board of Supervisors	\$2,423
TOTAL	\$18,265

The scope of work includes up to four (4) in-person meetings. Compensation additional in-person meetings and out-of-scope services shall be billed at the hourly billing rate of \$185 per hour. Travel time shall be billed at 50% of the hourly bill rate.

Incidental costs incurred by SCI for the purchase of property or statistical data, travel, and other out-of-pocket expenses incurred in performing the scope of work shall be reimbursed at actual cost. We estimate these costs to be under \$750.

Note: The park impact fee justified by the Nexus Study will include and recover the costs associated with the preparation and implementation of the Nexus Study and related consulting services.

ADDITIONAL INFORMATION

Employment Policies. SCI does not and shall not discriminate against any employee in the workplace or against any applicant for such employment or against any other person because of race, religion, sex, color, national origin, handicap, or age, or any other arbitrary basis. SCI Consulting Group ensures compliance with all civil rights laws and other related statutes.

Conflict of Interest Statements. SCI has no known past, ongoing, or potential conflicts of interest for working with the District, performing the Scope of Work, or any other service for this Project.

Insurance. SCI carries professional Errors and Omissions insurance in the amount of \$2 million per occurrence and \$2 million aggregate. SCI also carries general liability insurance in the amount of \$2 million per occurrence and \$4 million aggregate.

Independent Contractor. If selected, SCI shall perform all services included in this proposal as an independent contractor.

PROJECT TEAM

If selected, I would serve as the project manager and principal-in-charge. Melanie Lee, Senior Consultant would also be involved with the technical analysis and preparation of the Nexus Study. The two of us do not have any work commitments that would interfere with our responsiveness and ability to complete the project within a reasonable timeframe.

I specialize in the areas of developer mitigation, Mello-Roos formations, development impact fees, and other new revenue mechanisms to offset the need for new or increased services and public facilities to serve new development. With over 18 years of experience in public finance and developer mitigation, I have developed extensive expertise in assisting public agencies in addressing of the financial impact of new development. I have prepared over 100 development impact nexus studies and public facility financing plans.

I graduated from Boise State University with a B.A. in Economics with an emphasis in public finance. I am also a frequent presenter on impact fee programs at annual conferences and area workshops held by the CSDA, CPRS, CARPD, FDAC and CSMFO. In 2012, I was invited to speak at the annual conference of the California Association of Recreation and Park Districts on strategies for successfully establishing impact fee programs. I am a commercial associate member of the California Society of Municipal Finance Officers, member of the CSDA Legislative Committee, and former Parks and Recreation Commissioner (Community Resources) for the City of Fairfield.

If you have any questions or require additional information, please do not hesitate to contact me. I can be reached at 707-430-4300 ext. 113 or via email at blair.aas@sci-cg.com. We look forward to the possibility of assisting the District with this important project and stand ready to proceed.

Sincerely,



Blair E. Aas
Director of Planning Services

cc: Melanie Lee, SCI Consulting Group



STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: DEBORAH PELTZER, BUSINESS MANAGER

RE: FRRPD OPEN COSTCO CREDIT CARD

SUMMARY

Staff is requesting to apply/open a new credit card account: Citi-Bank Costco Anywhere Visa Business Card not to exceed a \$5,000 credit limit

BACKGROUND

The District does purchase Costco items for preschool, events, gymnastics meets and other departments as needed from Costco. However, staff uses personal membership and pays out of pocket, then submits an expense reimbursement. There are a few items and times when it is very beneficial for the District to utilize Costco, and having a business credit card for purchases would better suit the District's needs. In the past, the District did have both a membership and a credit card at Costco, but was closed years ago. At this time, staff is requesting to open a new credit card with Costco not to exceed a \$5,000 credit limit, in order to take advantage of discounted bulk items. The same procedures for storing, use, purchase approvals and submitting receipts will apply as all other cards.

BUDGETARY IMPACT

Additional \$60 annual membership fee, to be offset by the savings received buying in bulk and general discounted Costco items. The District pays all credit card balances in full monthly and doesn't not accrue interest or penalties.

RECOMMENDATION

Approve GM to apply and sign credit application.

ATTACHMENTS

CITI BANK COSTCO ANYWHERE VISA BUSINESS CREDIT CARD TERMS & CONDITIONS



² Costco Anywhere Visa® Business Card by Citi Benefit Terms and Conditions

Costco Cash Rewards Program Terms

Your Card Account will earn Costco Cash Rewards based on your purchases that can be redeemed for merchandise or cash back at any U.S. Costco warehouse, including Puerto Rico ("Costco Cash Rewards").

Earning Costco Cash Rewards on Purchases

You'll earn Costco Cash Rewards for purchases using your Card Account, minus returns and refunds, as follows:

- 4% cash back on eligible gas worldwide, including gas at Costco, for the first \$7,000 per year in gas purchases and then 1% thereafter.
 - **Certain Non-Qualifying Purchases.** You will only earn 1% cash back, not 4%, for gas purchased at superstores, supermarkets, convenience stores and warehouse clubs other than Costco or for fuel used for non-automobile purposes,
- 3% cash back on restaurant (including cafes, bars, lounges and fast food restaurants) and eligible travel purchases worldwide, including airfare, hotels, car rentals, travel agencies, cruise lines and Costco Travel.
 - **Certain Non-Qualifying Purchases.** You will only earn 1%, not 3%, for purchases made at bakeries and certain restaurants/cafes inside department stores, grocery or warehouse clubs. Additionally, you will only earn 1%, not 3%, for purchases made at timeshares, campgrounds, bed & breakfasts and for purchases of train and commuter travel.
- 2% cash back on all other purchases from Costco and Costco.com.
- 1% cash back on all other purchases, including the non-qualifying purchases listed above.

Merchant Classification for Rewards Categories

Merchants are assigned a merchant category code ("MCC"), which is determined in accordance with Visa procedures based on the kinds of products and services the merchants primarily sell. We don't control the assignment of these codes and are not responsible for the codes used by merchants. When you use your card to make a purchase, we're provided an MCC for that purchase. We group similar merchant codes into categories for purposes of making rewards offers. Sometimes you may expect a purchase to fit within a rewards category, but if the code assigned to the merchant wasn't grouped into that category, your purchase will not qualify for additional Costco Cash Rewards. For example, you won't earn additional points for purchases at a restaurant located within a retailer if the restaurant is

assigned a "retailer" code instead of a "restaurant" code. Please also note - purchases made through mobile/wireless technology may not earn additional Costco Cash Rewards depending on how the technology is set up to process the purchase. We reserve the exclusive right to determine which purchases qualify for additional Costco Cash Rewards.

What doesn't qualify as a purchase?

The following types of transactions don't qualify as purchases that earn Costco Cash Rewards:

- Use of checks that access your Card Account
- Balance transfers
- Cash advances
- Travelers checks, foreign currency purchases, money orders, wire transfers and similar cash-like transactions
- Lottery tickets, gaming chips and similar betting transactions
- Interest and account fees
- Unauthorized charges
- Items returned for credit

Returns

Returned items may result in credits being applied to your Card Account which will reduce or may eliminate accumulated Costco Cash Rewards and may result in a negative cash rewards balance. If your Card Account has a negative Costco Cash Rewards balance, any newly earned Costco Cash Rewards will be used to offset such negative Costco Cash Rewards balance until such balance has been brought to zero.

You must maintain your Costco Membership to receive and redeem your Costco Cash Rewards.

Receiving & Redeeming Costco Cash Rewards

Your reward is distributed annually once your February billing statement closes. Your reward is distributed in the form of a credit card reward certificate, unless your annual reward amount is greater than \$10,000, in which case Citi and Costco reserve the right to distribute your reward in an alternative form (e.g., a check or electronic transfer), at Citi and/or Costco's discretion. Credit card reward certificates are redeemable through December 31 of the year issued in a single transaction at any U.S. Costco warehouse, including in Puerto Rico, for merchandise or cash back. The credit card reward certificate, or alternative-form distribution, will contain your Costco Cash Rewards balance based on your eligible purchases during the annual reward period. The annual reward period is based on January through December billing statements. Should you choose to redeem only a portion of the certificate for merchandise, you will receive the remaining balance in cash or an alternative form (e.g. check or electronic transfer), at Costco's discretion. Some warehouses may not permit the credit card reward certificate to be redeemed for alcohol purchases. Requests to redeem the credit card reward certificate for cash may be fulfilled in an alternative form (e.g., a check or electronic transfer), at Costco's discretion. Your credit card reward certificate must be redeemed in person on or prior to its expiration date of December 31 in the year in which it is issued. Any Costco Cash Rewards you have earned on purchases made by authorized users on your Card Account will be added to your Costco Cash Rewards total. Only you, the authorized officer, are eligible to receive the annual credit card reward certificate; however, you or anyone you authorize may redeem the certificate as long as you or the authorized

individual has a valid Costco membership. **You will not receive a credit card reward certificate if your reward is less than \$1 or your account is closed at the time your credit card reward certificate is scheduled to be sent; any Costco Cash Rewards that had been accrued at that time will be forfeited.**

Account Closure

If we close your Card Account, you will no longer be able to earn Costco Cash Rewards, and you will forfeit any Costco Cash Rewards accumulated, but not yet distributed. If you close or convert your Card Account prior to receiving the credit card reward certificate in your February billing statement, any earned Costco Cash Rewards will be forfeited.

Forfeiture

All Costco Cash Rewards not disbursed via an annual credit card reward certificate due to the reward amount being less than \$1, the account status (including account closure), or other reasons, will be forfeited. Additionally, any Costco Cash Rewards not redeemed by December 31 of the year of issuance of the credit card reward certificate will be forfeited.

Value of Costco Cash Rewards

Costco Cash Rewards have no cash value until such time as they are redeemed at a Costco warehouse.

Property Rights

You have no property rights or other legal interests in Costco Cash Rewards. Costco Cash Rewards may not be transferred to any other person including through such events as inheritance, bankruptcy or divorce. Costco Cash Rewards cannot be assigned or pledged.

Changes to Program Rules

We may make changes to the Costco Cash Rewards Program at any time without notice. We will give you 30 days' written notice if we make any of the following changes: a change that negatively affects the number of Costco Cash Rewards you can earn, a change that negatively affects how/when you may lose your Costco Cash Rewards, a change that negatively affects how you can exercise your rights with respect to Costco Cash Rewards, or if we cancel the program.

Fraud

If we see evidence of fraud, misuse, abuse, or suspicious activity, we will investigate and, if we determine that fraud, misuse or abuse has occurred, we may take actions against you. These actions may include, without limitation:

- Taking away the Costco Cash Rewards you earned because of fraud, misuse or abuse
- Preventing you from earning Costco Cash Rewards
- Suspending or closing your Costco Cash Rewards Account
- Taking legal action to recover Costco Cash Rewards redeemed because of such activity and to recover our monetary losses, including litigation costs and damages

Some examples of fraud, misuse, abuse and suspicious activity include:

- Using your Card Account in an abusive manner for the primary purpose of acquiring Costco Cash Rewards

- Using your Consumer Card Account other than primarily for personal, consumer or household purposes



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CITI DISCLOSURES	
Interest Rates and Interest Charges	
Annual Percentage Rate (APR) for Purchases	<p>15.24%</p> <p>This APR will vary with the market based on the Prime Rate.^a</p>
APR for Balance Transfers	<p>15.24%. Balance transfers must be completed within 2 months from date of account opening.</p> <p>This APR will vary with the market based on the Prime Rate.^a</p>
APR for Cash Advances	<p>25.24%</p> <p>This APR will vary with the market based on the Prime Rate.^b</p>
APR for Citi Flex Plan	<p>15.24%</p> <p>This APR will vary with the market based on the Prime Rate.^a</p>
Penalty APR and When it Applies	<p>Up to 29.99%, based on your creditworthiness. This APR will vary with the market based on the Prime Rate.^c</p> <p>This APR may be applied to your account if you:</p> <ul style="list-style-type: none"> (1) Make a late payment or (2) Make a payment that is returned. <p>How Long Will the Penalty APR Apply? If your APRs are increased for either of these reasons, the Penalty APR may apply indefinitely.</p>
How to Avoid Paying Interest on Purchases	<p>Your due date is at least 23 days after the close of each billing cycle. We will not charge you interest on purchases if you pay your monthly Citi Flex Plan Payment Amount plus your entire balance, excluding any Citi Flex Plan balances, by the due date each month. If you do not pay your monthly Citi Flex Plan Payment plus your entire balance, excluding any Citi Flex Plan balances, by the due date each month, you will pay interest on your purchases from the date they're posted to your account. We will begin charging interest on cash advances and balance transfers on the transaction date. We will begin charging interest on a Citi Flex Plan balance at the start of the billing cycle following the billing cycle during which you created the Citi Flex Plan.</p>
Minimum Interest Charge	<p>If you are charged interest, the charge will be no less than 50 cents.</p>

For Credit Card Tips from the Consumer Financial Protection Bureau	To learn more about factors to consider when applying for or using a credit card, visit the website of the Consumer Financial Protection Bureau at http://www.consumerfinance.gov/learnmore.
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Fees	
Annual Fee	No annual fee for this credit card with your paid Costco Membership.
Transaction Fees <ul style="list-style-type: none"> • Balance Transfer • Cash Advance • Foreign Purchase Transaction 	<p>Either \$5 or 3% of the amount of each transfer, whichever is greater.</p> <p>Either \$10 or 5% of the amount of each cash advance, whichever is greater.</p> <p>None</p>
Penalty Fees <ul style="list-style-type: none"> • Late Payment • Returned Payment 	<p>Up to \$40</p> <p>Up to \$40</p>

How We Will Calculate Your Balance: We use a method called "daily balance (including new transactions)."

For more information call Citibank at 1-877-625-6382 (for TTY phone services for the hearing/speech impaired: 1-800-325-2865). New York residents may contact the New York State Department of Financial Services at (800) 342-3736 or www.dfs.ny.gov for comparative information on credit card rates, fees and grace periods.

Payment Allocation: We may apply the portion of your payments up to your Minimum Payment Due to lower APR balances first. Generally, payments above your Minimum Payment Due will be applied to your highest APR balance first.

Prime Rate: The variable rates shown here are accurate based on a 3.25% Prime Rate.

^a We add 11.99% to the Prime Rate to determine the Purchase/Balance Transfer/Citi Flex Plan APR.

^b We add 21.99% to the Prime Rate to determine the Cash Advances APR.

^c We add up to 26.74% to the Prime Rate to determine the Penalty APR.

Variable rate APRs will not exceed 29.99%.

Note: Balance Transfers and Flex Plans are made available at our discretion.

Costco Anywhere Visa[®] Card by Citi Terms & Conditions

[Close](#)

This offer is valid for new accounts only. You must be at least 18 years of age. If you're married, you may apply for a separate account. The Card offer referenced in this communication is only available to individuals who reside in the United States and its territories. Your eligibility for a particular product and service is subject to a final determination by Citibank. This communication is not and should not be construed as, an offer to individuals outside of the United States. Citibank, N.A., Sioux Falls, SD, ("Citi," "we" or "us") is the issuer of your account. Please allow 4 weeks from date of submission to process your Card Account application.

By submitting this application, you request that Citi establish a Costco Anywhere Visa[®] Card by Citi account (the "Card Account") to you and any authorized users you have designated. You agree that all information provided in this application must be verifiable and accurate. The Card Account is governed by the terms of the card agreement ("Card Agreement") provided when the Card Account is issued.

Costco Membership

The Card Account is only available if you have a current Costco membership in your name. We may cancel your Card Account and participation in the Costco Cash Rewards Program if you do not maintain your Costco membership. You must maintain your Costco membership to redeem Costco Cash Rewards earned with the Card Account. Each authorized user must also have a Costco membership in his or her name.

Auto Bill of Costco Membership Fee

If you are not currently enrolled in auto renewal of your Costco Membership with Costco, you are the Primary Member on your Costco membership, your application is approved, and your card is activated, your Costco membership fee will automatically renew, and be charged to your Costco Anywhere Visa Card annually on the first day of your renewal month until you choose a different form of payment or cancel your Costco membership, and will qualify toward your annual credit card reward certificate. Membership fees will be charged based on your membership level (\$60/yr for Gold Star and Business Members, plus a \$60/yr upgrade fee for Executive Members) and \$60/yr for each Affiliate Business Member, if any, plus applicable taxes. If you wish to pay your Costco membership fee with a different form of payment or cancel your Costco membership, please visit the Costco Membership Counter or call Costco at 1-800-774-2678, at least 48 hours prior to the first day of your renewal month. Visit Costco.com (<http://www.costco.com>) for more information about Costco's membership terms.

Identity Verification

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT - To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. This means that we will ask for your name, address, date of birth, and other information that will allow us to identify you when you open an account. We may also ask to see your driver's license or other identifying documents; and obtain identification information about you or any authorized user you add to your account.

Authorization for the Social Security Administration to Disclose Your Social Security Number Verification - You authorize the Social Security Administration (SSA) to verify and disclose to Citibank, N.A. through Experian for the purpose of this transaction whether the name, Social Security Number (SSN) and date of birth you have submitted

matches information in SSA records. Your consent is for a one-time validation within the next 90 days.

Communications

You agree that we and or our service providers may contact you at any phone number provided, email address, or mailing address. This includes communications to mobile or similar device. We may contact you by live person, auto dialer, recorded or artificial voice, text, or email for servicing, marketing information, or for decision for credit card application.

Credit Reports

You authorize us to get credit reports and other information about you from consumer reporting agencies and other sources, for such purposes as: determining whether to issue you a Card Account, administering, reviewing and renewing the Card Account, credit line increases or decreases, collection and other servicing of the Card Account, and offering other products and services and for any other uses permitted by law. If you ask us, we'll tell you whether or not we requested a credit bureau report and the names and addresses of any credit bureaus that provided us with such reports. From time to time, we may report negative information about your Card Account behavior, like delinquencies, to consumer reporting agencies.

Credit Information

To receive a Card Account, you must meet our applicable criteria bearing on creditworthiness and any other of our eligibility criteria, which we determine in our sole discretion.

Your credit limit will be determined based on the following:

- Your annual salary and wages
- Any other annual income
- A review of your debt, including the debt listed on your credit report

We'll inform you of your credit limit when you receive your credit card. Some limits may be as low as \$500. Please note that cash advances may be limited to a portion of your credit limit.

Card Agreement

If you are approved for a Card Account, you'll receive a Card Agreement before you can use your Card Account. The terms of the Card Agreement will take effect once you use your Card Account. Even if you do not use your Card Account, the Card Agreement will take effect if you do not cancel your Card Account within 30 days after we send you the Card Agreement. We have the right to make changes to the terms of your Card Account (including rates and fees) in accordance with the Card Agreement.

Information Sharing

IMPORTANT NOTICE REGARDING PRIVACY: You understand and agree that by submitting this application you are furnishing all information in this application to Citi and that Citi may use any information collected from you regarding you personally and your business in accordance with Citi's Privacy Policy located online at www.citi.com/privacy. By

applying for the Card Account, you agree to allow Costco to send membership information and spending information, such as your annual spending at Costco and various Costco transaction amounts over the past 12 months, to Citi. By completing this application, you also authorize Citi to share with Costco the information you provided to us on the application as well as experiential and transactional information regarding your activity with Citi.

Special Notices

Notice to Ohio Residents: The Ohio laws against discrimination require that all creditors make credit equally available to all creditworthy customers, and that credit reporting agencies maintain separate credit histories on each individual upon request. The Ohio Civil Rights Commission administers compliance with this law.

Notice to Wisconsin Residents: No marital property agreement, unilateral statement, or court decree adversely affects our rights, unless you give us a copy of such agreement, statement or court order before we grant you credit, or we have actual knowledge of its terms before your account is opened.

Important Information About Adding An Authorized User

Before adding an authorized user to your Card Account you should know:

- You're responsible for all charges made or allowed to the Card Account by the authorized user.
- Authorized users have access to your Card Account information.
- Before adding an authorized user, you must let him/her know that we may report Card Account performance to the credit reporting agencies in the authorized user's name.

If we ask for information about the authorized user, you must obtain their permission to share their information with us and for us to share it as allowed by applicable law.

Balance Transfer Information

How to Make Balance Transfers

1. After receiving your card, you can call the customer service number on the back of your card to transfer balances. Balance transfers are made available at our discretion. All balance transfers are subject to the standard purchase APR unless an introductory and/or other promotional rate applies.
2. If we give you the option to transfer a balance with your application, it will take at least 14 days after your Card Account is opened to process any balance transfer payments. During this time, you may cancel or modify your balance transfer request by calling the number on the back of your card.
3. You may transfer any amount, but the total amount of your balance transfer plus balance transfer fees must be less than your available credit limit. Be sure you don't transfer any disputed purchase or other charge amount because you may lose your dispute rights. You cannot transfer balances from other accounts issued by Citi or its affiliates. If you are unsure of the issuer on the account, please visit www.citi.com/affiliatesproducts (<https://www.citi.com/affiliatesproducts>) for a list of Citi products and affiliates.

4. Continue to make payments on your other accounts until you have confirmed this balance transfer has been received. Once approved, we'll pay the amount of the balance transfer directly to that issuer. The available credit limit for your new card will be reduced by the total amount of the transfers, including fees we approve.

Things You Should Know About Your Balance Transfer Offer:

If you transfer a balance with this offer, interest will be charged on purchases made with your credit card unless your purchases have a 0% APR or you pay the New Balance shown on your statement (including the amount of your balance transfer) in full by the payment due date each billing period.

If you default under your Card Agreement you may lose any promotional APR on the balance transfer.

Costco Cash Rewards Program Terms

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Earning Costco Cash Rewards on Purchases: You'll earn Costco Cash Rewards for purchases using your Card Account, minus returns and refunds, as follows:

- 4% cash back on eligible gas worldwide, including gas at Costco, for the first \$7,000 per year in gas purchases and then 1% thereafter.
 - **Certain Non-Qualifying Purchases.** You will only earn 1% cash back, not 4%, for gas purchased at superstores, supermarkets, convenience stores and warehouse clubs other than Costco or for fuel used for non-automobile purposes.
- 3% cash back on restaurant (including cafes, bars, lounges and fast food restaurants) and eligible travel purchases worldwide, including airfare, hotels, car rentals, travel agencies, cruise lines and Costco Travel.
 - **Certain Non-Qualifying Purchases.** You will only earn 1%, not 3%, for purchases made at bakeries and certain restaurants/cafes inside department stores, grocery or warehouse clubs. Additionally, you will only earn 1%, not 3%, for purchases made at timeshares, campgrounds, bed & breakfasts and of train and commuter travel.
- 2% cash back on all other purchases from Costco and Costco.com (<http://www.costco.com>).
- 1% cash back on all other purchases, including the non-qualifying purchases listed above.

Merchant Classification for Rewards Categories: Merchants are assigned a merchant category code ("MCC"), which is determined in accordance with Visa procedures based on the kinds of products and services the merchants primarily sell. We don't control the assignment of these codes and are not responsible for the codes used by merchants. When you use your card to make a purchase, we're provided an MCC for that purchase. We group similar merchant codes into categories for purposes of making rewards offers. Sometimes you may expect a purchase to fit within a rewards category, but if the code assigned to the merchant wasn't grouped into that category, your purchase

will not qualify for additional Costco Cash Rewards. For example, you won't earn additional points for purchases at a restaurant located within a retailer if the restaurant is assigned a "retailer" code instead of a "restaurant" code. Please also note – purchases made through mobile/wireless technology may not earn additional Costco Cash Rewards depending on how the technology is set up to process the purchase. We reserve the exclusive right to determine which purchases qualify for additional Costco Cash Rewards.

What doesn't qualify as a purchase? The following types of transactions don't qualify as purchases that earn Costco Cash Rewards:

- Use of checks that access your Card Account
- Balance transfers
- Cash advances
- Travelers checks, foreign currency purchases, money orders, wire transfers and similar cash-like transactions
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- Unauthorized charges
- Items returned for credit

Returns: Returned items may result in credits being applied to your Card Account which will reduce or may eliminate accumulated Costco Cash Rewards and may result in a negative cash rewards balance. If your Card Account has a negative Costco Cash Rewards balance, any newly earned Costco Cash Rewards will be used to offset such negative Costco Cash Rewards balance until such balance has been brought to zero.

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Account Closure: If we close your Card Account, you will no longer be able to earn Costco Cash Rewards, and you will forfeit any Costco Cash Rewards accumulated, but not yet distributed. If you close or convert your Card Account prior to receiving the credit card reward certificate in your February billing statement, any earned Costco Cash Rewards will be forfeited.

Forfeiture: All Costco Cash Rewards not disbursed via an annual credit card reward certificate due to the reward amount being less than \$1, the account status (including account closure), or other reasons, will be forfeited. Additionally, any Costco Cash Rewards not redeemed by December 31 of the year of issuance of the credit card reward certificate will be forfeited.

Value of Costco Cash Rewards: Costco Cash Rewards have no cash value until such time as they are redeemed at a Costco warehouse.

Property Rights: You have no property rights or other legal interests in Costco Cash Rewards. Costco Cash Rewards may not be transferred to any other person including through such events as inheritance, bankruptcy or divorce. Costco Cash Rewards cannot be assigned or pledged.

Changes to Program Rules: We may make changes to the Costco Cash Rewards Program at any time without notice. We will give you 30 days' written notice if we make any of the following changes: a change that negatively affects the number of Costco Cash Rewards you can earn, a change that negatively affects how/when you may lose your Costco Cash Rewards, a change that negatively affects how you can exercise your rights with respect to Costco Cash Rewards, or if we cancel the program.

Fraud: If we see evidence of fraud, misuse, abuse, or suspicious activity, we will investigate and, if we determine that fraud, misuse or abuse has occurred, we may take actions against you. These actions may include, without limitation:

- Taking away the Costco Cash Rewards you earned because of fraud, misuse or abuse
- Preventing you from earning Costco Cash Rewards
- Suspending or closing your Costco Cash Rewards Account
- Taking legal action to recover Costco Cash Rewards redeemed because of such activity and to recover our monetary losses, including litigation costs and damages

Some examples of fraud, misuse, abuse and suspicious activity include:

- Using your Card Account in an abusive manner for the primary purpose of acquiring Costco Cash Rewards
- Using your Business Card Account other than for business or commercial purposes



RESOLUTION NO. 1969-21

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING NEW CREDIT CARD ACCOUNT CITI BANK COSTCO ANYWHERE BUSINESS CARD WITH CREDIT LIMIT UP TO \$5,000

WHEREAS, the Board of Directors has authorized the General Manager to apply for Costco Anywhere Business Credit Card, sponsored by Citi-Bank; and

WHEREAS, due to the numerous benefits offered by Costco, it makes good business sense to obtain ability to use credit card for purchases at Costco; and

THEREFORE, IT BE RESOLVED, that the Board of Directors of the Feather River Recreation and Park District recommends new credit card limit to be \$5,000; and

THEREFORE, BE IT FURTHER RESOLVED, which the Board of Directors of the Feather River Recreation and Park District directs staff, to apply and sign documents to obtain above mentioned credit card.

PASSED AND ADOPTED, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of June 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____ Steven Rocchi, Chairperson

_____ Shawn Rohrbacker, General Manager



FACILITY USE AGREEMENT

This Facility Use Agreement ("Agreement") is executed on the date last set forth below opposite the parties' signatures by and between the Feather River Recreation & Park District ("District") and Lake Oroville Little League, a California non-profit corporation ("League") who desire to enter into this Agreement for the reservations, improvement, operation, and use by League of all Fields ("Fields"), Concession Stand ("Stand"), and Batting Cages ("Cages") located within Nolan Sports Complex owned by the District, and therefore agree as follows:

Use of Fields. Among all users of the Fields, League shall have the priority to reserve and use the Fields for the period from February 1st to July 31st of years 2021 and 2022. Each year, League shall submit to District in an estimated schedule for February and March by January 20th. A full and complete schedule of its intended uses (including times and dates of practices and games) of the Fields April through July must be submitted to District by March 20th for its acceptance. Once approved by the District, this schedule shall entitle League to use of the Fields and the dates and time indicated therein. Any and all changes, deletions and additions to a previously approved schedule shall be submitted to District as soon as possible but in no event later than three weeks prior to any desired change for District's approval, and once so approved, a new schedule shall be adopted by the parties.

Outside requests for use of Fields between February 1st and July 31st will not be authorized unless the request falls outside of League's approved schedule. If a conflict of use arises, League shall have priority in accordance with its schedule approved by District.

Use of Lights. League will be issued 50 keys at the beginning of each season to access field lights and dugouts during the approved schedule only. Operating the field lights outside of the approved schedule, or failure to turn off the lights at the agreed time, will result in a \$50 fee per occurrence and will be added to the Leagues remaining balance for that season. League is responsible for maintaining a key log and providing a monthly update to District. League is also responsible for collecting and returning all keys issued by the District at the conclusion of each season.

Use of Stand. During the term hereof, League shall have exclusive use of the Stand and upstairs office. League agrees that it shall not utilize the Stand for serving any food or beverage until such time as it has obtained appropriate Health Department permits for such use. The Stand shall be maintained in good order and condition at the sole cost to the League.

Use of Cages. League shall have exclusive use of the Batting Cages throughout the year. The Cages shall be maintained in good order and condition by the League at all times. District may use the cages with the approval of League at an agreed upon fee. If District desires to use the batting cages, a schedule must be submitted at least two weeks in advance to the League for its intended use. League shall provide District with annual certificate of additionally insured.

Maintenance Standards. League agrees to maintain the Fields and Stand in accordance with District's maintenance standards therefor as described in Exhibit "B" attached hereto and made a part hereof. League shall provide all materials, supplies, labor, and equipment necessary to accomplish said maintenance at no expense to the District.

To assure that the facilities are kept in good and safe condition for players and spectators, League shall immediately notify District upon its discovery of any such

hazardous conditions affecting the Fields or the Stand and shall remove or remedy such condition. District also may, but is not obligated to, inspect the Fields and if it does so, it will submit any recommendations it may have to the League.

District Maintenance. District agrees that the Fields shall be in good condition and at the level of maintenance described in Exhibit "B" on March 1st of each year during the term hereof.

Performance of Services. Should either party fail or neglect to properly perform any or all of its obligations under this Agreement shall be given written notice and have seven days from the date of said notice to perform the obligation or obligations that it has failed to perform. Thereafter, either party may, but shall not be obligated to, perform such obligation or obligations, and if it does, shall reimburse District or League for the fees and costs incurred by it in so doing within 15 days of its being billed therefor.

Alterations, Additions & Improvements. League agrees that should it desire to make any alterations or improvements to any facilities within the Nolan Sports Complex, it shall first obtain the written consent of District therefor. Any such alteration or improvement shall become property of the District upon expiration hereof, and be in accordance with all applicable Federal, State, and local laws and ordinances. Maintenance of any additional equipment, facilities and permanent improvements shall be agreed upon in writing prior to the installation or erection thereof. League agrees that complete plans and specifications for all such alterations and improvements shall be submitted to District for approval prior to any said item being installed or erected. All such alterations and improvements shall be completed in strict conformance to the approved plans and specifications thereof and shall be subject to County or City inspection and approval.

Compliance. League agrees to comply with all federal, state, or local laws or ordinances during its use, operation, maintenance and/or improvement of Fields, Stand and

Cages. League may not authorize use of facilities, charge related fees, or contract with any other individual or organization to access the site.

Payment. In consideration for its right to use the Fields, Cages and Stand, League agrees to pay District rental fees of \$11,725.00 (the "Fee"). This Fee shall be paid annually in three installments, as follows: March 1st - \$2,500.00, May 1st - \$2,500 and July 31st - remaining balance for the season. Some fees may be reduced or waived by District in consideration for work performed or donations made by the League to the site. Fee waivers and projects must be approved in advance by District. Receipts and volunteer tracking sheets must be submitted to District to determine the value of in-kind work and/or donations. Included in the fee is electricity and maintenance costs of \$5,000.00 which cannot be waived.

District Access. League shall provide District the necessary means to enter any areas of the site, including the Stand and Batting Cages, in order to inspect, maintain, or operate said facilities. League shall provide an inventory list to District of items stored at Gary Nolan Sports Complex outside of the League's season. A site inspection by FRRPD Staff and LOLL Representatives shall be completed at the end and beginning of each season to communicate areas of concern.

Mutual Indemnity. Each party (the "Indemnitor") shall indemnify, hold harmless and defend the other party and its officers, directors, employees and agents (collectively, the "Indemnitee") from any and all damages, costs or expenses that the Indemnitee may at any time suffer because of damage to property or death or injury to persons received or suffered by reason of the Indemnitor's use and maintenance of the Fields and/or the Stand. This indemnity shall include any and all environmental claims that may be brought during and after the term of this Agreement. In the event the Indemnitor or Indemnitee is named as a defendant in any action or claim, such party may request that the other party indemnify and

defend it at its sole cost and expenses. In the event that either party elects to represent itself: such party shall be permitted to defend or prosecute any and all claims of indemnity, contribution, or reimbursement under California law.

Insurance. League shall obtain and maintain during the term of the Agreement at its sole cost a commercial general liability policy with liability and property damage coverage of not less than \$1,000,000.00 single occurrence and \$2,000,000.00 combined occurrences with an insurance company approved by District. Such policy shall name District as an additional insured and shall provide the written notice to District shall be given by the insurer before any change or termination of coverage occurs. A certified copy of such liability policy shall be given to District immediately upon execution hereof and thereafter upon annual renewal of the policy.

Additionally, in the event that League hires any employee or engages or allows any volunteer to perform any or all of its obligations under the Agreement, it will provide the District with a certified copy of a Worker's Compensation Insurance policy insuring such employee prior to hiring such employee or engaging or allowing any such volunteer to perform such work showing coverage for such employee and/or volunteer.

Conditions of Default. Every requirement to be kept and performed by League shall be an express condition to the continued existence of League rights herein. In the event League refuses or otherwise fails to remedy, correct, or otherwise comply with such conditions mentioned in any notice of default within seven days after receipt thereof, the District shall, at its sole option, have the right to declare this Agreement terminated by giving written notice thereof to League. In such event League shall be permitted to reserve and use the Fields based on the District's reservation policy then in effect and pursuant to any such fee schedule as the District may adopt. In the event that a violation of any

condition herein is waived by consent, expressed, or implied, of the District, such waiver of the violation does not constitute waiver of that condition in the future, nor any other condition herein described.

Surrender. Within three weeks following the end of League's season, League shall vacate the fields and leave any and all affixed improvements located thereon and leave the building structures and grounds in reasonably good condition similar to their condition at the commencement of this agreement, ordinary wear and tear excepted, and remove from the premises all temporary structures, signs or equipment such as billboards, temporary structures, signs or equipment, such as billboards and temporary storage.

Executed. Agreement signed in Oroville, California on the dates set forth below.

DISTRICT:

Feather River Recreation and Park District

_____ Date _____
Shawn Rohrbacker, General Manager

_____ Date _____
Steven Rocchi, Board Chair

LEAGUE:

Lake Oroville Little League

_____ Date _____
Jennifer Just, Board President

EXHIBIT "A"
Nolan Complex Stand and Fields.





EXHIBIT "B"
Site Maintenance

Lake Oroville Little League

A. Pre-season Preparation (all fields)

1. Fields shall be inspected for holes, depressions and other hazards and reported to the District Park Supervisor.

B. Game Day Preparation and Clean-Up

1. All field preparation shall be done by League and shall be their sole responsibility.

Recommended procedures include:

- a. Packing of Bases and Mounds
- b. Water down infields
- c. Dragging and lining of fields

2. Litter debris and other hazardous objects (including broken glass) shall be cleared on game days from the fields, parking lots and adjacent areas. A concerted effort shall be made by League to do a thorough job of litter removal prior to the scheduled mowing day, to enable the mower operator to do an efficient job of mowing.

3. League shall provide a large (4 yd.) trash receptacle for its own use during the months of March through July and shall arrange to have it dumped by a refuse disposal service at its own expense.

4. All vehicles must stay within paved parking areas and are not authorized on fields.

C. Stand

1. League shall maintain the Stand in a clean and safe condition. League further agrees to oversee any such entity or group which contracts with League to utilize the Stand and agrees that at all times the Stand shall be maintained in accordance with any and all Federal, State or local ordinances. All trash and/or debris shall be removed daily.

D. Batting Cages

1. League shall maintain the Batting Cages in a clean and safe condition and agrees that the Cages shall be kept in accordance with any and all Federal, State or local ordinances. All trash and/or debris must be removed daily.



EXHIBIT "B"
Site Maintenance

Feather River Recreation & Park District

A. General Field Maintenance

1. Weeds and other unwanted vegetation shall be removed from field areas. Fence lines, around trees, structures and other tight areas shall be treated with herbicides with sufficient frequency to prohibit the growth of unwanted vegetation on a year-round basis.
2. Fields and adjacent areas shall be irrigated sufficiently to maintain uniform green color throughout the year except for fields containing grasses which go dormant during the winter months.
3. Irrigation systems shall be maintained in good repair and proper working order.
4. Fields shall be fertilized at least once per year.

B. Structural Maintenance

1. Perform a daily walkthrough of the site to identify and remove hazards or debris
2. Clean and stock restroom facilities daily

C. Stand

1. District shall ensure the exterior of the stand is in sound condition for use, exterior walls are in good repair.
2. Roofing to be kept in good repair to keep water out of the structure.
3. League must notify FRRPD immediately if the building has been breached in any way, be it exterior walls, or roof leaking.

UNDER REVIEW



STAFF REPORT

DATE: JUNE 22, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: AMEND THE FRRPD BOARD OF DIRECTORS POLICIES AND PROCEDURES TO REMOVE SECTION 1 OF THE AD-HOC COMMITTEES SECTION

SUMMARY

In the current Policies and Procedures, Section 1 of the Ad-Hoc Committees Section reads, "To avoid confusion in the interpretation of the Brown Act requirements, the Feather River Recreation and Park District will treat ad-hoc advisory committees in the same manner as standing committees.

Staff recommends removing this section from the Board Policies and Procedures.

The Brown Act does not apply to ad hoc committees consisting solely of less than a quorum of the legislative body, provided they are composed solely of members of the legislative body and provided that these ad hoc committees do not have some "continuing subject matter jurisdiction," and do not have a meeting schedule fixed by formal action of a legislative body. Thus, ad hoc committees would generally serve only a limited or single purpose, they are not perpetual, and they are dissolved when their specific task is completed.

An ad hoc committee is intended to be a nimble tool to enable a board to deal with a limited or a single-issue matter. It can meet quickly and without agenda posting concerns so long as its purpose is, in fact, limited. These advantages of an ad hoc committee are nullified by the Board Policy. Staff recommends reinstating this valuable Brown Act tool for management of the business and affairs of the District.

RECOMMENDATION

Staff recommends reinstating this valuable Brown Act tool for management of the business and affairs of the District by removing Section 1 of the Ad-Hoc Committees Section from the FRRPD Board of Directors Policies and Procedures.

ATTACHMENTS

1970-21



RESOLUTION 1970-21

A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS REVISING SECTION 18: FUNCTIONS OF THE STANDING COMMITTEES AND AD-HOC COMMITTEES IN THE BOARD POLICES AND PROCEDURES HANDBOOK

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

WHEREAS, General Manager suggests the Board of Directors approve revisions of Section 18 of the Board Policies and Procedures Handbook to reflect Brown Act guidelines for Ad-Hoc Committee,

WHEREAS, the Section 18 Ad Hoc Committees 1 currently reads;

AD-COMMITTEES

To avoid confusion in the interpretation of the Brown Act requirements, the Feather River Recreation and Park District will treat ad-hoc advisory committees in the same manner as standing committees.

WHEREAS, the Board approves revised policy;

AD-COMMITTEES

The Brown Act does not apply to ad hoc committees consisting solely of less than a quorum of the legislative body, provided they are composed solely of members of the legislative body and provided that these ad hoc committees do not have some "continuing subject matter jurisdiction," and do not have a meeting schedule fixed by formal action of a legislative body. Thus, ad hoc committees would generally serve only a limited or single purpose, they are not perpetual, and they are dissolved when their specific task is completed.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Feather River Recreation and Park District do hereby adopt the above changes to the Board Policies and Procedures Handbook.

BE IT FURTHER RESOLVED that the Board of Directors of the Feather River Recreation and Park District approve striking current Ad-Hoc agenda guidelines and the insertion of the Brown Act Ad-Hoc guidelines.



PASSED and adopted at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of June 2021 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest: _____

Steven Rochhi, Chairperson

Shawn Rohrbacker, General Manager



JUNE 2021 DEPARTMENT UPDATES

Parks Department

Rodney Page – Park Supervisor

Recently completed events/projects:

Our maintenance team continues to cut grass/maintain fields at all parks, prep fields for softball and flag football, and maintain soccer fields and Nelson park for youth soccer on the weekends. We are currently monitoring the watering cycle as the weather heats up in this severe drought season to keep within State mandates.

Palermo Park: Dawson Irrigation has completed the potable city water project and the pool, bathrooms, ballfield and park now have adequate pressure and safe drinking water access. Currently battling the seasonal spurts of tagging/graffiti vandalism. Also, one men's and one woman's restroom will be the site of an experimental removal of the antiquated sinks and replaced with wall-mounted hand sanitizer stations. All facilities are pressure-washed and prepped for the pool to be able to open once lifeguard staff is available.

Riverbend Park:

Current events/projects: Other than the soccer fields and some of the surrounding area this entire park was in a disgraceful state of upkeep and maintenance. The crews and I have been using any extra time we have to work at completing the clean-up project. Our focus has been to the heart of the park (amphitheater) in preparation for the Friday night concerts. As well as the soccer fields which will begin to improve as a regular schedule of mower maintenance has been established.

The dog parks are on the docket to get an extreme makeover when we have the Sheriff's work crew available in a couple of weeks to completely get those in the shape, they should be for the use they get. On that note we are planning a Sheriff's assisted clean-up of some of the encampments. Our eventual goal is to once to twice a month continue to do this in the hope of discouraging the campers getting them to move-on.

The planter boxes with the decomposed granite have been cleaned of weeds and trash as well as re-staking the trees that have been bent over to the ground from having the stakes stolen by the camper population. Tree trimming and thinning have been initiated to fire-safe the park areas as well as give a more professional manicured look.

I consider this park the flagship of the district and will not rest until it is up to the standard it can and should be at for the public's enjoyment.

Activity Center: A new part-time maintenance/custodian position has been added. We cleared the fire hazard overgrowth within the district's property line satisfying the OFD request.

Nelson Pool: Is still under construction and moving forward at the expected pace for completion on time.

Shop: I will continue Scott's plan to surplus auction equipment through GovDeals.com. I am looking forward to being able to legally auction off surplus equipment and other items in the future to bring in additional funds, and free up space otherwise taken up by junk we are not utilizing. This will be an ongoing project. Slowly we have begun to clean and organize the shop(s) and assets under our division. Until it has been cleaned up and junk/trash removed I can't give an accurate idea of what the CIP/CRP will look like.



JUNE 2021 DEPARTMENT UPDATES

Upcoming events/projects:

All Parks – There is as always, an on-going issue with garbage in and around all the parks. We also struggle with the theft of our trashcans. Moving forward we will be looking for grant funding that will allow us to replace these current models (old technology) with modern ones that can be locked and keep the public from accessing them.

Acknowledgements for staff/other organizations: I would like to commend the maintenance staff on this transition to a different style of management and productivity. Eventually, as the parks improve with the increased effort being applied I believe this crew as the public will once again have pride in the district.

Childcare Services

Estela Valencia – Director of Children’s Services

Preschool Enrollment: 38 children

Recently Completed Events/Projects:

Our Pre-K graduation at Riverbend Amphitheater was awesome. The parents enjoyed a great performance.

Upcoming Events/Projects:

Summer camp is expected to take place June 7th- August 13th. The goal is to provide a fun and safe camp for the children in the community. This year Camp will be held at the Activity Center, with a limit of 45 children per day. Children will be able to enjoy free play in the gym and waterplay activities.

Acknowledgements: Congratulations our Pre-K Grads, we wish them best!

Administration, Events & Marketing

Victoria Anton – Executive Administrator

Ongoing & Completed Projects:

- Planning Community Events:
 - 2021 Concerts in the Park Series: June 18th through August 13th
 - Performances are scheduled to begin June 18th and will take place every Friday night through August 13th at Riverbend Park (4pm – 8pm). This annual community event is getting a big boost this year including the addition of local vendors and equipment rentals provided by the Forebay Aquatic Center at the Riverbend Beach. Food trucks will offer a variety of options including ice cold beverages, delicious hot meals, and sweet treats like churros, kettle corn and shaved ice.
 - Volunteer Cleanup Days:
 - June 5th at Martin Luther King Jr. Park: 25 Volunteers picked up trash and removed weeds.
 - Upcoming: July 10th at Nelson Sports Complex
- There have been some unexpected staffing changes in the admin department. The Marketing Specialist position is vacant at this time.
- Oroville Tourism Committee: The Oroville Tourism Map project is still in progress.
- Hired a new part time custodian for the Activity Center.
- Community Support: The District partnered with the Community Action Agency of Butte County to host a food distribution event on May 14th at Nelson Complex.
- Las Plumas/Oroville High School Alliance Band: Due to COVID restrictions related to indoor events, the alliance band held their annual concert at Riverbend Park on May 7th
- Ishi Hills Middle School Graduation: School staff did a great job with decorating and voiced how much they appreciated the opportunity to use the amphitheater.