



**FEATHER RIVER RECREATION & PARK DISTRICT**  
Regular Board Meeting  
February 23, 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](mailto: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, Bidwell Parlor No. 21 – Native Sons of the Golden West, for their donation of flags for the Riverbend Park flagpole.

**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. January 28, 2021 Regular Board Meeting Minutes** (Appendix A)
- 2. February 3, 2021 Special Board Meeting Minutes** (Appendix B)
- 3. January 2021 Financials** (Appendix C)

Consent Agenda Motion:

Vote:

**ACTION ITEM(S)**

- 1. Contract for Environmental Permit Services – Nature Center Trail** (Appendix D)

Staff Report Provided by General Manager Shawn Rohrbacker

**Motion:**

**Vote:**

**2. Resolution 1954-21: A Resolution of the Board of Directors of the Feather River Recreation and Park District Directing Preparation of the Engineer's Report for Fiscal Year 2021-22 for the Continuation of the Park Maintenance and Recreation Improvement District of the Feather River Recreation and Park District (Appendix E)**

Staff Report Provided by Business Manager, Deborah Peltzer

**Motion:**

**Vote:**

**NON-ACTION ITEM(S)**

**1. Presentation Update for the River Ranch Subdivision Open Space and Pocket Park Development (Appendix F)**

Staff has met with the developer's engineering team to discuss finalizing an agreement for the dedication and donation of open space and a pocket park for the River Ranch Subdivision. A Draft Letter of Intent is attached outlining the preliminary understanding FRRPD has with the developer. The developer's engineer will present this update to the FRRPD Board of Directors.

**2. Priority Park Maintenance Projects (Appendix G)**

Staff Report Provided by Interim Park Supervisor, Brian Wilson

**DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix H)**

*Finance Committee, Benefit Assessment District Committee, Supplemental Benefit Fund Committee*

**UNFINISHED BUSINESS**

**BOARD ITEMS FOR UPCOMING AGENDA(S)**

**1. 2020-21 Budget Schedule**

- A. March - Review Budget with Staff
- B. April - Board Budget Workshop
- C. April - Benefit Assessment Oversight Community Input/Engineers Report
- D. May - Approval of Preliminary Budget
- E. June - Public Hearing
- F. June - Adoption of Appropriation Limitations
- G. July - Adoption of Final Budget
- H. July 31<sup>st</sup> - Submit Final Budget to Butte County

**ADJOURNMENT**



**FEATHER RIVER RECREATION & PARK DISTRICT**

Regular Board Meeting  
January 26, 2021

**ACTIVITY CENTER**

1875 Feather River Blvd.  
Oroville, CA 95965

**Draft Minutes**

**Open Session 5:30 PM**

**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 5:30 PM.**

**ROLL CALL**

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

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

No public comments were made.

**CONSENT AGENDA**

- 1. December 15, 2020 Regular Board Meeting Minutes**
- 2. December 17, 2020 Special Board Meeting Minutes**
- 3. December 2020 Financials**
- 4. Resolution 1953-21: A Resolution of the Board of Directors of the Feather River Recreation and Park District authorizing all board members and General Manager to sign all District checks and bank documents associated with Bank of the West checking accounts**
- 5. Chairperson Rocchi shall appoint members to the following committees:**

<u>Finance</u>	<u>Recreation</u>	<u>Supplemental Benefit Fund (2</u>
Chairperson Rocchi	Director Fowler	Directors plus alternate)
Director Brandt	Director Thomas	Vice-Chairperson DeLong
		Director Fowler
<u>Parks &amp; Facilities</u>	<u>Personnel Policies &amp; Procedures</u>	All FRRPD Board Directors
Vice-Chairperson DeLong	Chairperson Rocchi	(Alternate)
Director Fowler	Director Brandt	

RDA Oversight (1 Director plus alternate)

Chairperson Rocchi  
Director Thomas (Alternate)

**Consent Motion & Vote:**

Director Brandt made the motion to approve the Consent Agenda.  
Director Fowler seconded the motion.

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

**ACTION ITEM(S)**

*None*

**NON-ACTION ITEM(S)**

*None*

**DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS**

Reports were reviewed.

**BOARD ITEMS FOR UPCOMING AGENDA(S)**

1. 2020 Master Plan Finalization
2. 2020-21 Budget Workshop

**CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 5:53 PM.**

DRAFT



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

**ACTIVITY CENTER**  
1875 Feather River Blvd.  
Oroville, CA 95965

**Draft Minutes**

**Open Session 5:30 PM**

**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 5:32 PM.**

**ROLL CALL**

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

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

No public comments were made.

**ACTION ITEM(S)**

**1. Nelson Pool Renovation Project Change Order**

FRRPD staff will present an update to the layout of the add alternate bid items for the project. Holiday Pools contractor Jim Dougherty will attend the meeting and be available for questions.

Director Brandt made the motion to approve the Nelson Pool Renovation Project change order as presented.

Vice-Chairperson DeLong seconded the motion.

**The motion to approve the Nelson Pool Renovation Project change order as presented passed with a unanimous vote.**

**CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 5:47 PM.**

Feather River Recreation & Park District  
Profit & Loss with Budget Board Agenda

**\*\*Please see footnotes regarding immediate needs projects**

January 2021

**NOT FINAL: SUBJECT TO CHANGE  
COUNTY REPORTS NOT RECEIVED**

	Jan 21	Budget	\$ Over Budget	STAFF COMMENTS	Jul '20 - Jan 21	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
4100 · Tax Revenue	0	0	0	January County reports not received, this income statement to be adjusted, possible small amount of tax revenue received in Jan21 (estimate \$10k)	1,025,191	950,000	75,191	1,800,000
4150 · Tax Revenue (BAD)	0	0	0		156,444	190,000	(33,556)	297,536
4300 · Program Income	26,131	37,871	(11,740)		242,869	265,095	(22,226)	454,450
4400 · Donation & Fundraising Income	0	167	(167)		2,638	1,165	1,473	2,000
4500 · Grant/Reimbursed Expense Income	0				12,055			
4600 · Other Income	512	17	495		512	115	397	200
4900 · Interest Income	0	833	(833)		12,094	5,835	6,259	10,000
4905 · Interest Income - BAD	0	167	(167)		1,151	1,165	(14)	2,000
<b>Total Income</b>	<b>26,643</b>	<b>39,055</b>	<b>(12,412)</b>		<b>1,452,954</b>	<b>1,413,375</b>	<b>39,579</b>	<b>2,566,186</b>
<b>Gross Profit</b>	<b>26,643</b>	<b>39,055</b>	<b>(12,412)</b>		<b>1,452,954</b>	<b>1,413,375</b>	<b>39,579</b>	<b>2,566,186</b>
<b>Expense</b>								
5000 · Payroll Expenses	83,293	107,462	(24,169)	Park Sup position open, covid staffing levels remain in place. January staff pay increases and minium wage increase applied. Mar21 will increase staffing PT maintenance and Preschool Teacers, will see increase \$10k. Due to immediate need projects in parks (see below) any payroll under budgeted amount will be expensed to cover capital projects listed below.	740,123	814,651	(74,528)	1,351,961
5031 · GASB 68 Benefit Expense	0	0	0		56,394	59,610	(3,216)	59,610
5100 · Advertising & Promotion	0	346	(346)		0	2,420	(2,420)	4,150
5120 · Bank Fees	562	500	62		3,036	3,500	(464)	6,000
5130 · Charitable Contributions	0	1,250	(1,250)		0	2,500	(2,500)	2,500
5140 · Copying & Printing	699	750	(51)		4,988	5,250	(262)	9,000
5155 · Employment New Hire Screen	0	148	(148)		90	1,032	(942)	1,772
5160 · Dues, Mbrshps & Subscriptions	0	2,000	(2,000)		7,386	7,650	(264)	8,300
5170 · Education & Development	0	279	(279)		780	1,955	(1,175)	3,350
5175 · Equipment Rental	0	321	(321)		2,680	2,245	435	3,850
5180 · Equipment, Tools & Furn (<\$5k)	940	3,975	(3,035)		16,910	27,825	(10,915)	47,700
5200 · Insurance	0	9,000	(9,000)		118,557	129,000	(10,443)	129,000
5210 · Interest Expense - Operating	207	250	(43)		1,516	1,750	(234)	3,000
5225 · Postage & Delivery	0	100	(100)		352	700	(348)	1,200
5230 · Professional & Outside Svcs								
5232 · Accounting	0	3,000	(3,000)	\$25k estimated cost of 2019-20 budget not yet expensed	0	28,000	(28,000)	28,000
5233 · Bands/Recreation	0	0	0		0	0	0	800
5234 · Board Stipends	400	1,000	(600)		4,000	7,000	(3,000)	12,000
5235 · Recreation Instructors	0				29			
5236 · Legal	225	1,250	(1,025)		9,232	8,750	482	15,000
5237 · Contract Janitorial	5,109	6,385	(1,276)		35,763	44,700	(8,937)	76,625

Feather River Recreation & Park District  
Profit & Loss with Budget Board Agenda

**\*\*Please see footnotes regarding immediate needs projects**

January 2021

**NOT FINAL: SUBJECT TO CHANGE  
COUNTY REPORTS NOT RECEIVED**

	Jan 21	Budget	\$ Over Budget	STAFF COMMENTS	Jul '20 - Jan 21	YTD Budget	\$ Over Budget	Annual Budget
5239 · Outside Service Admin/Consult	6,550	30,000	(23,450)	\$30k budget 2020 election expense, must return to reserves in the 2021-22 budget process	20,559	58,000	(37,441)	86,000
<b>Total 5230 · Professional &amp; Outside Svcs</b>	12,284	41,635	(29,351)		69,583	146,450	(76,867)	218,425
5260 · Repairs & Maintenance	3,451	16,041	(12,590)	Please see attached report listing spring field maintenance and capital improvements which must be completed this fiscal year: . The annual R&M total \$193k will be spent as \$15k maintenance will be done in spring to repair and maintain Nelson fields. And additional \$70k is needed for necessary capital improvement projects, see attached report for details.	87,665	112,295	(24,630)	192,500
<b>5270 · Security</b>	0	1,667	(1,667)	Budgeted additional security at park and Act Center has not been installed as of Jan21	4,429	11,665	(7,236)	20,000
5280 · Supplies - Consumable	1,389	2,577	(1,188)		12,430	18,040	(5,610)	30,925
5290 · Taxes, Lic., Notices & Permits	0	406	(406)		5,341	2,845	2,496	4,875
5300 · Telephone/Internet	1,051	1,153	(102)		7,598	8,075	(477)	13,840
5310 · Transportation, Meals & Travel	1,159	2,670	(1,511)		10,559	18,700	(8,141)	32,050
5320 · Utilities	16,349	24,071	(7,722)	YTD over budgeted \$35k resulted from Riverbend water, pump issues	204,968	170,550	34,418	290,905
<b>Total Expense</b>	121,384	216,601	(95,217)		1,355,385	1,548,708	(193,323)	2,434,913
<b>Net Ordinary Income</b>	(94,741)	(177,546)	82,805		97,569	(135,333)	232,902	131,273
<b>Other Income/Expense</b>								
<b>Other Income</b>								
4200 · Impact Fee Income	2,212				60,004			
4650 · Insurance Proceeds	0				213,850			
4910 · Interest Income - Impact Fees	0				3,750			
<b>Total Other Income</b>	2,212				277,604			
<b>Other Expense</b>								
5102 · Insurance Claim Expense	255				44,380			
7210 · Debt Interest Expense	7,743	7,743	0		55,737	55,737	0	93,945
<b>Total Other Expense</b>	7,998	7,743	255		100,117	55,737	44,380	93,945
<b>Net Other Income</b>	(5,786)	(7,743)	1,957		177,487	(55,737)	233,224	(93,945)
<b>Net Income</b>	(100,527)	(185,289)	84,762		275,056	(191,070)	466,126	37,328

**\*\* Upcoming projects requiring immediate attention**

	Est Cost	Fund
Nelson Park softball fields, in and out fields	\$ 15,000	operating budget

**Capital Improvement projects to be presented to Board**

Palermo ADA upgrades, must be completed	\$ 35,000	General Fund
Palermo water leak	\$ 20,000	General Fund
Palermo pool bathroom roof repair	\$ 15,000	General Fund
Nolan Park well	\$ 20,000	General Fund
<b>Total</b>	<b>\$ 90,000</b>	





Feather River Recreation & Park District  
Balance Sheet  
As of January 31, 2021

Staff Comments

	Jan 31, 21	allocated funds	Jan 31, 20	\$ Change	% Change
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
<b>1010 - Treasury Cash</b>					
1010.1 - Treasury Cash - General	719,154.95	\$50k Nelson Pool \$100k immediate project needs	521,649.40	197,505.55	37.86%
1010.2 - Treasury Cash - Reserve	302,494.00		332,494.00	-30,000.00	-9.02%
1010.3 - Treasury Admin Ins Proceeds	216,525.19	\$200k Nelson Pool	330,451.17	-113,925.98	-34.48%
1010.4 - Treasury Ins Proceeds Playtown	126.76		126,529.21	-126,402.45	-99.9%
<b>Total 1010 - Treasury Cash</b>	<b>1,238,300.90</b>		<b>1,311,123.78</b>	<b>-72,822.88</b>	<b>-5.55%</b>
1020 - Imprest Cash	584.10		1,000.00	-415.90	-41.59%
1030 - BofW - Merchant Acct.	45,211.64		102,978.90	-57,767.26	-56.1%
1031 - BofW Project INS PROCEEDS	86,484.57		1,259,081.94	-1,172,597.37	-93.13%
1040 - Fund 2610 - BAD	196,069.87	\$196k Gan Fund reimb operating expenses	191,409.23	4,660.64	2.44%
<b>1050 - Impact Fees</b>					
1051 - Impact - Parklands	501,362.90	\$250k Nelson Pool	421,688.76	79,674.14	18.89%
1052 - Impact - Public Use	36,653.39	\$35k Palermo ADA	25,798.21	10,855.18	42.08%
1053 - Impact - Aquatics	69,847.19	\$65k Nelson Pool	59,674.29	10,172.90	17.05%
<b>Total 1050 - Impact Fees</b>	<b>607,863.48</b>		<b>507,161.26</b>	<b>100,702.22</b>	<b>19.86%</b>
<b>Total Checking/Savings</b>	<b>2,174,514.56</b>		<b>3,372,755.11</b>	<b>-1,198,240.55</b>	<b>-35.53%</b>
<b>Accounts Receivable</b>					
1210 - Accounts Receivable	-6,320.35		83,043.77	-89,364.12	-107.61%
<b>Total Accounts Receivable</b>	<b>-6,320.35</b>		<b>83,043.77</b>	<b>-89,364.12</b>	<b>-107.61%</b>
<b>Other Current Assets</b>					
1302 - FEMA Riverbend Claim A/R	2,839.00		2,839.00	0.00	0.0%
1310 - Miscellaneous Receivables	-462.04		401.82	-863.86	-214.99%
1320 - Umpqua Bank Project Fund	188,856.12	\$189k Nelson Pool	188,856.12	0.00	0.0%
<b>Total Other Current Assets</b>	<b>191,233.08</b>		<b>192,096.94</b>	<b>-863.86</b>	<b>-0.45%</b>
<b>Total Current Assets</b>	<b>2,359,427.29</b>		<b>3,647,895.82</b>	<b>-1,288,468.53</b>	<b>-35.32%</b>
<b>Fixed Assets</b>					
1410 - Land	627,494.00		627,494.00	0.00	0.0%
1420 - Buildings & Improvements	15,029,019.80		14,916,103.80	112,916.00	0.76%
1430 - Equipment & Vehicles	1,175,085.01		1,087,720.80	87,364.21	8.03%
<b>1440 - Construction in Progress</b>					
1443 - CIP Riverbend Restoration RB99	1,376,766.40		127,059.25	1,249,707.15	983.56%
1448 - CIP Nelson SBF NE99	116,462.74		71,680.86	44,781.88	62.47%
1450 - CIP Feather River Trail FRT99	5,740.10		2,145.00	3,595.10	167.6%
1451 - CIP Playtown Bathroom Fire	321,424.02		116,000.00	205,424.02	177.09%
<b>Total 1440 - Construction in Progress</b>	<b>1,820,393.26</b>		<b>316,885.11</b>	<b>1,503,508.15</b>	<b>474.47%</b>
1499 - Accumulated Depreciation	-5,275,439.07		-4,824,103.09	-451,335.98	-9.36%
<b>Total Fixed Assets</b>	<b>13,376,553.00</b>		<b>12,124,100.62</b>	<b>1,252,452.38</b>	<b>10.33%</b>
<b>Other Assets</b>					
<b>1550 - GASB 68 CalPERS Valuation</b>					
1551 - GASB68 Deferred Outflow Pension	204,906.00		204,906.00	0.00	0.0%
<b>Total 1550 - GASB 68 CalPERS Valuation</b>	<b>204,906.00</b>		<b>204,906.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Other Assets</b>	<b>204,906.00</b>		<b>204,906.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL ASSETS</b>	<b>15,940,886.29</b>		<b>15,976,902.44</b>	<b>-36,016.15</b>	<b>-0.23%</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Accounts Payable</b>					
2000 - Accounts Payable	58,988.74		88,438.46	-29,449.72	-33.3%
<b>Total Accounts Payable</b>	<b>58,988.74</b>		<b>88,438.46</b>	<b>-29,449.72</b>	<b>-33.3%</b>
<b>Credit Cards</b>					
<b>2300 - Credit Cards Payable</b>					
2335 - BofW CC 9693 GM	805.82		785.87	19.95	2.54%
2337 - BoW CC 4607 Preschool	553.04		1,149.46	-596.42	-51.89%
2339 - BoW CC 9628 General	183.00		815.63	-632.63	-77.56%
<b>Total 2300 - Credit Cards Payable</b>	<b>1,541.86</b>		<b>2,750.96</b>	<b>-1,209.10</b>	<b>-43.95%</b>
<b>2350 - Supplier Accounts</b>					
2351 - Better Deal Exchange	-141.33		0.00	-141.33	-100.0%
2352 - Staples	0.00		131.63	-131.63	-100.0%
2353 - Walmart	110.07		1,072.93	-962.86	-89.74%
2354 - Home Depot	0.00		442.10	-442.10	-100.0%
2357 - Tractor Supply	0.00		27.05	-27.05	-100.0%
<b>Total 2350 - Supplier Accounts</b>	<b>-31.26</b>		<b>1,673.71</b>	<b>-1,704.97</b>	<b>-101.87%</b>

Feather River Recreation & Park District  
Balance Sheet  
As of January 31, 2021

Staff Comments

	Jan 31, 21	allocated funds	Jan 31, 20	\$ Change	% Change
Total Credit Cards	1,510.60		4,424.67	-2,914.07	-65.86%
Other Current Liabilities					
2100 - Payroll Liabilities					
2160 - Workers Comp Payable	-46,978.59		-38,239.84	-8,738.75	-22.85%
2170 - Retirement Payable	4.03		4.92	-0.89	-18.09%
2180 - Health Insurance Payable	8,386.04		865.82	7,520.22	868.57%
2185 - Dental Insurance Payable	767.45		98.25	669.20	681.12%
2186 - Life Insurance Payable	70.00		5.00	65.00	1,300.0%
2187 - Aflac Payable	1,265.90		1,496.80	-230.90	-15.43%
2199 - Accrued Leave Payable	44,260.78		22,334.25	21,926.53	98.17%
Total 2100 - Payroll Liabilities	7,775.61		-13,434.80	21,210.41	157.88%
2210 - Accrued Debt Interest	7,743.26		8,418.26	-675.00	-8.02%
2400 - Deposits/Refunds to Customers	4,149.60		-347.00	4,496.60	1,295.85%
Total Other Current Liabilities	19,668.47		-5,363.54	25,032.01	466.71%
Total Current Liabilities	80,167.81		87,499.59	-7,331.78	-8.38%
Long Term Liabilities					
2954 - Ford Motor Vehicle Loan	35,862.13		15,306.42	20,555.71	134.3%
2955 - Umpqua Bank Tax Exempt Bond A	2,723,864.00		2,938,295.00	-214,431.00	-7.3%
2960 - Umpqua Bank Taxable Bond B	100,999.97		126,999.97	-26,000.00	-20.47%
2975 - GASB 68 CalPERS Liab Valuation					
2976 - GASB 68 Deferred Inflow Pension	124,940.00		124,940.00	0.00	0.0%
2977 - GASB 68 Net Pension Liability	842,871.00		842,871.00	0.00	0.0%
Total 2975 - GASB 68 CalPERS Liab Valuation	967,811.00		967,811.00	0.00	0.0%
Total Long Term Liabilities	3,828,537.10		4,048,412.39	-219,875.29	-5.43%
Total Liabilities	3,908,704.91		4,135,911.98	-227,207.07	-5.49%
Equity					
3010 - Imprest Cash Reserve	548.10		1,000.00	-451.90	-45.19%
3020 - General Reserve	20,000.00		20,000.00	0.00	0.0%
3030 - Investment in Assets	6,439,516.82		6,439,516.82	0.00	0.0%
3040 - General Fund Balance	-1,754,519.00		-1,653,176.59	-101,342.41	-6.13%
3050 - Benefit Assessment District	38,475.19		39,721.49	-1,246.30	-3.14%
3060 - Impact Fees (general)	544,004.22		440,963.61	103,040.61	23.37%
3099 - Undistributed Retained Earnings	6,469,100.25		6,553,500.51	-84,400.26	-1.29%
Net Income	275,055.80		-535.38	275,591.18	51,475.81%
Total Equity	12,032,181.38		11,840,990.46	191,190.92	1.62%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>15,940,886.29</b>		<b>15,976,902.44</b>	<b>-36,016.15</b>	<b>-0.23%</b>

**FEATHER RIVER REC AND PARK DISTRICT CASH FLOW BY FUND**

**Fund Allocation**

Deferred Maintenance/Capital Improvements/Loan Payments  
 Balance as of January 31, 2021 listing projects to be  
 completed spring 2021

		Insurance Projects									
	TOTAL all funds all projects	General Fund (BOW)	G.Fund RB Admin	Gen Fund Reserves	BAD	Impact Parkland	Impact Public	Impact Aquatics	Loan Project Fund	Riverbend	Playtown
<b>1/31/21 balance</b>		719,155	216,000	302,500	196,000	500,600	36,410	70,000	189,000	86,000	0
Feb-Jun21 Nelson Pool SBF matching funds	(750,000)	(50,000)	(200,000)			(250,000)		(61,000)	(189,000)		
Umpqua Loans f/year 20/21 March/June	(170,000)	(170,000)									
Jun21 Transfer BAD operating expenses to Gen fund	(288,000)	0			(288,000)						
ATV Maintence allocated 2020-21 budget'	(10,000)	(10,000)									
ADA Parking Palermo	(35,000)						(35,000)				
Nolan Well	(20,000)	(20,000)									
Palermo leak repair	(20,000)	(20,000)									
Palermo Pool roof repair	(15,000)	(15,000)									
Playtown Water Play Project (2021-22 f/year project)	(300,000)					(300,000)					
Riverbend Playground payout										(86,000)	
<b>fund balance AFTER allocation</b>	<b>(1,608,000)</b>	<b>434,155</b>	<b>16,000</b>	<b>302,500</b>	<b>(92,000)</b>	<b>(49,400)</b>	<b>1,410</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

FEATHER RIVER REC AND PARK DISTRICT JULY - DECEMBER 2021 ACTIVITY CENTER						
	CLASSES	ADMIN/MAINT	RENTALS	PRESCHOOL/CAMP	GYMNASTICS	TOTAL ACT CENTER
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Total Income	741	2	36,556	145,687	32,623	215,609
<b>Gross Profit</b>						
	741	2	36,556	145,687	32,623	215,609
<b>Expense</b>						
Total 5000 - Payroll Expenses	956	197,557	0	162,639	44,200	405,352
5031 - GASB 68 Benefit Expense	0	56,394	0	0	0	56,394
5120 - Bank Fees	0	2,474	0	0	0	2,474
5140 - Copying & Printing	0	4,289	0	0	0	4,289
5155 - Employment New Hire Screen	0	0	0	90	0	90
5160 - Dues, Mbrshps & Subscriptions	0	6,858	0	0	355	7,213
5170 - Education & Development	0	25	0	0	550	575
5175 - Equipment Rental	0	305	0	0	0	305
5180 - Equipment, Tools & Furn (-\$5k)						
5187 - IT Computer/HardwareTechnology	0	508	0	0	0	508
5188 - IT Computer/Software Technology	0	14,565	0	0	0	14,565
Total 5180 - Equipment, Tools & Furn (-\$5k)	0	15,073	0	0	0	15,073
5200 - Insurance	0	82,557	0	0	11,000	93,557
5225 - Postage & Delivery	0	352	0	0	0	352
5230 - Professional & Outside Svcs						
5234 - Board Stipends	0	3,600	0	0	0	3,600
5235 - Recreation Instructors	29	0	0	0	0	29
5236 - Legal	0	9,007	0	0	0	9,007
5239 - Outside Service Admin/Consult	0	5,588	0	0	0	5,588
Total 5230 - Professional & Outside Svcs	29	18,195	0	0	0	18,224
5260 - Repairs & Maintenance						
5261 - Building R&M	0	2,996	0	0	0	2,996
5262 - Equip Repairs & Small Tools	0	243	0	0	503	746
5264 - Grounds R&M	0	333	0	0	0	333
5265 - Janitorial Supplies	0	3,600	0	0	0	3,600
5267 - Vehicle R&M	0	14	0	0	0	14
5269 - Outside Contractor/Services R&M	0	430	0	0	0	430
Total 5260 - Repairs & Maintenance	0	7,616	0	0	503	8,119
5270 - Security	0	657	0	0	0	657
5280 - Supplies - Consumable						
5281 - Misc Staff & Uniforms Supplies	0	727	0	0	0	727
5282 - Office Supplies	0	904	0	0	0	904
5284 - Program Food	0	0	0	4,261	0	4,261
5286 - Program Supplies	0	0	0	2,014	332	2,346
5287 - Safety Supplies	0	1,199	0	0	0	1,199
Total 5280 - Supplies - Consumable	0	2,831	0	6,275	332	9,437
5290 - Taxes, Lic., Notices & Permits	0	3,489	0	726	0	4,215
5300 - Telephone/Internet	0	3,020	0	388	194	3,602
5310 - Transportation, Meals & Travel						
5318 - Mileage	0	78	0	23	320	420
Total 5310 - Transportation, Meals & Travel	0	78	0	23	320	420
5320 - Utilities						
Total 5320 - Utilities	5,518	8,634	0	10,763	4,973	29,889
Total Expense	6,503	410,402	0	180,904	62,427	660,236
Net Ordinary Income	-5,762	-410,400	36,556	-35,217	-29,804	-444,627
<b>Other Income/Expense</b>						
<b>Other Expense</b>						
7210 - Debt Interest Expense	8,157	12,647	0	9,063	18,127	47,994
Total Other Expense	8,157	12,647	0	9,063	18,127	47,994
Net Other Income	-8,157	-12,647	0	-9,063	-18,127	-47,994
Net Income	-13,919	-423,047	36,556	-44,280	-47,931	-492,621

Total AC Loss per above report	\$ (492,000)
Loan Principal Payments	\$ (110,000)
Admin P/R not directly AC related	\$ 100,000
Admin Expenses remain w/o AC	\$ 275,000
Estimated cost running AC 6 months	\$ (227,000)

**Immedite AC Deferred Maintenance Needs**

Act Center Gym Swamp Coolers	\$ 35,000
Act Center Sewage Pump	\$ 20,000
Act Center Upgrade Fire System	\$ 75,000
Act Center Small Gym Accostics	\$ 15,000
Act Center Contingency Deferred Maint	\$ 15,000
Act Center Playground Preschool	\$ 20,000
	\$ 180,000

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

	<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
<b>1010 - Treasury Cash</b>					<b>366,359.90</b>
<b>1010.3 - Treasury Admin Ins Proceeds</b>					<b>216,525.19</b>
Total 1010.3 - Treasury Admin Ins Proceeds					216,525.19
<b>1010.4 - Treasury Ins Proceeds Playtown</b>					<b>149,834.71</b>
01/14/2021 Belfore Property Restoration			PLAYTOWN BATHROOMS	-149,707.95	126.76
Total 1010.4 - Treasury Ins Proceeds Playtown				-149,707.95	126.76
<b>1031 - BofW Project INS PROCEEDS</b>					<b>248,704.24</b>
01/14/2021 VOID			void bow ck 5133	0.00	248,704.24
01/14/2021 FRANKLIN CONSTRUCTION, INC			RIVERBEND BEAR PLAYGROUND	-146,925.00	101,779.24
01/28/2021 SIMONDS MACHINERY CO			RIVERBEND WELL PUMP REPLACEMENT	-15,294.67	86,484.57
Total 1031 - BofW Project INS PROCEEDS				-162,219.67	86,484.57
<b>1302 - FEMA Riverbend Claim A/R</b>					<b>2,839.00</b>
Total 1302 - FEMA Riverbend Claim A/R					2,839.00
<b>1320 - Umpqua Bank Project Fund</b>					<b>188,856.12</b>
Total 1320 - Umpqua Bank Project Fund					188,856.12
<b>1410 - Land</b>					<b>627,494.00</b>
Total 1410 - Land					627,494.00
<b>1420 - Buildings &amp; Improvements</b>					<b>15,029,019.80</b>
Total 1420 - Buildings & Improvements					15,029,019.80
<b>1430 - Equipment &amp; Vehicles</b>					<b>1,175,085.01</b>
Total 1430 - Equipment & Vehicles					1,175,085.01
<b>1440 - Construction in Progress</b>					<b>1,786,042.86</b>
<b>1443 - CIP Riverbend Restoration RB99</b>					<b>1,344,320.50</b>
01/29/2021 FRANKLIN CONSTRUCTION, INC			RIVERBEND BEAR ROCK PLAYGROUND INSTALL	32,445.90	1,376,766.40
Total 1443 - CIP Riverbend Restoration RB99				32,445.90	1,376,766.40
<b>1448 - CIP Nelson SBF NE99</b>					<b>114,733.24</b>
01/08/2021 BUTTE COUNTY ENVIROMENTAL DEPT			SBF NELSON POOL COUNTY PLAN REVIEW	1,729.50	116,462.74
Total 1448 - CIP Nelson SBF NE99				1,729.50	116,462.74
<b>1450 - CIP Feather River Trail FRT99</b>					<b>5,565.10</b>
01/20/2021 CARTER LAW OFFICE			SURVEYOR LEGAL FRT TRAIL SBF PROJECT	175.00	5,740.10
Total 1450 - CIP Feather River Trail FRT99				175.00	5,740.10
<b>1451 - CIP Playtown Bathroom Fire</b>					<b>321,424.02</b>
Total 1451 - CIP Playtown Bathroom Fire					321,424.02
Total 1440 - Construction in Progress				34,350.40	1,820,393.26
<b>2955 - Umpqua Bank Tax Exempt Bond A</b>					<b>-2,723,864.00</b>
Total 2955 - Umpqua Bank Tax Exempt Bond A					-2,723,864.00
<b>2960 - Umpqua Bank Taxable Bond B</b>					<b>-100,999.97</b>
Total 2960 - Umpqua Bank Taxable Bond B					-100,999.97

Feather River Recreation & Park District  
 Check Register  
 January 2021

	Date	Num	Name	Memo	Credit
Jan 21	01/14/2021	88903	AFLAC	JRF86 DEC20 PREMIUMS	1,340.42
	01/14/2021	88904	BLUE SHIELD OF CALIFORNIA	4004625 JAN20	7,494.40
	01/14/2021	88905	HUMANA INSURANCE CO.	657103-001 JAN20 PREMIUMS	60.00
	01/14/2021	88906	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
	01/14/2021	88907	FOWLER, SCOTT KENT	BOD STIPEND	100.00
	01/14/2021	88908	ROCCHI, STEVE	BOD STIPEND	200.00
	01/14/2021	88909	THOMAS, DEVIN	BOD STIPEND	200.00
	01/14/2021	88910	ACCULARM SECURITY SYSTEMS	Security Monitoring - 7/1/18-9/30/18	843.00
	01/14/2021	88911	ASCAP	CONCERT LICENSE	367.00
	01/14/2021	88912	Butte County Elections Division	NOV20 ELECTION	756.99
	01/14/2021	88913	Butte County Sheriff's Office	SHERIFF WORK CREW	400.00
	01/14/2021	88914	COMCAST	Acct#8155600190189780 PHONE/INTERENT	410.02
	01/14/2021	88915	CPRS	ANNUAL MEMBERSHIP	555.00
	01/14/2021	88916	DAVIS, SAMANTHA	REFUND SOFTBALL	175.00
	01/14/2021	88917	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	125.00
	01/14/2021	88918	LAKE OROVILLE AREA PUBLIC UTILITY DIST.	2921 B Street Sewer Service- MLK Park	123.18
	01/14/2021	88919	LES SCHWAB TIRES	TRAILER TIRE	192.09
	01/14/2021	88920	Lincoln Aquatics	POOL CHEMICALS	36.92
	01/14/2021	88921	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	1,059.60
	01/14/2021	88922	MELTON DESIGN GROUP	MASTER PLAN UPDATE	3,666.51
	01/14/2021	88923	P.G. & E.	PGE 11/20/20-12/21/20	8,322.92
	01/14/2021	88924	Renne Public Law Group	LEGAL SERVICES	592.50
	01/14/2021	88925	RIEBES AUTO PARTS	VECHILE REPAIR	208.29
	01/14/2021	88926	SOUTH FEATHER WATER & POWER	007771-000	64.40
	01/14/2021	88927	SURPLUS CITY	CONEX	255.00
	01/14/2021	88928	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	705.90
	01/14/2021	88929	COMCAST	Acct# 8155 60 019 0233893	220.81
	01/14/2021	88930	Belfore Property Restoration	PLAYTOWN BATHROOMS	149,707.95
	01/14/2021	88931-952	PAYROLL	PAYROLL ITEMS	21,867.03
	01/28/2021	88953	CARTER LAW OFFICE	LEGAL SERVICES	400.00
	01/28/2021	88954	PREMIER ACCESS	JAN20 PREMIUMS 1000548827	766.91
	01/28/2021	88955	All Metals Supply, Inc.	REPAIR TILT TRAILER	118.05
	01/28/2021	88956	AT&T - CALNET	PHONE LINES	92.05
	01/28/2021	88957	BANKCARD CENTER	CREDIT CARD STATEMENTS	3,060.53
	01/28/2021	88958	BETTER DEAL EXCHANGE	Acct#701960	141.33
	01/28/2021	88959	CALF. WATER SERVICE	Acct 520857777 12/20/20-1/19/21	4,604.13
	01/28/2021	88960	DAWSON OIL COMPANY	FUEL	2,368.06
	01/28/2021	88961	FASTENAL	MISC SUPPLIES	162.98
	01/28/2021	88962	FORD MOTOR CREDIT COMPANY LLC	TRUCK PAYMENTS	1,645.94
	01/28/2021	88963	Hancock Automotive	2004 FORD E350 REPAIR	315.14
	01/28/2021	88964	HOME DEPOT	HOME DEPOT STATEMENT	1,022.20
	01/28/2021	88965	Oroville Cable & Equipment	TRACTOR REPAIR	69.39
	01/28/2021	88966	OROVILLE POWER EQUIPMENT	REPAIR	30.20
	01/28/2021	88967	RECOLOGY BUTTE COLUSA COUNTIES	TRASH ALL SITES	1,927.92
	01/28/2021	88968	RIEBES AUTO PARTS	VECHILE REPAIR	230.13
	01/28/2021	88969	TWSD	4-112.01 WATER NELSON	1,674.74
	01/28/2021	88970	WAL-MART COMMUNITY	STATEMENT 1712	68.34
	01/28/2021	88971-997	PAYROLL	PAYROLL ITEMS	22,883.18
Jan 21					<u>241,831.15</u>



## STAFF REPORT

**DATE: FEBRUARY 23, 2021**

**TO: FRRPD BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: CONTRACT FOR ENVIRONMENTAL PERMIT SERVICES – NATURE CENTER TRAIL**

### SUMMARY

Staff recently met with the Central Valley Flood Control Board to review permit requirements for the Nature Center Trail Project. A proposal from NorthStar Engineer Engineers is attached, outlining the tasks and services required to acquire the permit. NorthStar had completed some of this work prior to the hold on the project due to the silent title. The proposal includes finishing the 1600 DFG Streambed Alteration Permit and a minor Notice of Exemption to comply with the California Environmental Quality Act. The cost of the services fits within the cost estimate on file with the SBF to fund the project.

### RECOMMENDATION

Approve the NorthStar Engineering Proposal in the amount of \$4,488 to complete the Environmental Permit Services required for the Nature Center Trail



# Proposal for Professional Services

February 19, 2021

## **PROJECT NAME: FEATHER RIVER NATURE TRAIL**

Proposal for Environmental Support Services for the Feather River Nature Center Trail at the Oroville Veterans Memorial Park.

## **SCOPE OF WORK:**

### **Task 1 Project Management and Coordination**

NorthStar will maintain and facilitate communication between the District and involved Agencies, and ensure timely production of materials to the District.

### **Task 2 §1600 DFG Streambed Alteration Agreement Facilitation**

NorthStar will prepare the §1600 application for a Streambed Alteration Agreement Application for submittal to CDFW. The permit fees are due upon submittal of the application package, and are not included in this cost estimate. Construction drawings at greater than 60% complete for improvements that result in impacts to waters or the floodplain within CDFW jurisdiction will be required. The application cannot be submitted until the CEQA documentation has been complete. For this project it is anticipated that a Notice of Exemption will be prepared.

This scope and cost estimate does not include the CDFG application fee. Riparian vegetation removal is not anticipated for this project during construction activities. In the event it is determined that riparian vegetation removal will occur, NorthStar will provide a separate scope and cost estimate for the preparation of a Revegetation Plan for review and submittal to CDFW.

### **Task 3 Central Valley Flood Protection Board Encroachment Permit**

An Encroachment Permit from the Central Valley Flood Protection Board (CVFPB, formerly the Reclamation Board) will be required as the Feather River is listed as a Regulated River with the CVFPB. Any project conducted within a designated floodway or regulated stream, that has a potential to disrupt the flood control system established by the state of California, is required to obtain an encroachment permit. The CVFPB requires a project description, detailed site plans, and other materials to complete the necessary application. The CVFPB has determined that a Section 408 Permit from the USACE will not be necessary. Through our experience, we have found that Hydraulic Studies are necessary to determine if the proposed project will impede flood flows. Given the nature of the project it is anticipated that the project will result in a less than 1% increase in blockage and that a Screening Flow Area Blockage



Calculation and Memo will be prepared. The Screening Analysis Memo will be developed to substantiate the calculations and will accompany the Encroachment Permit application; no additional HEC-RAS modeling is anticipated to be necessary. This proposal assumes that the District, in communications with the Board, has clarified the need for hydraulic study documentation and HEC-RAS modeling, and that it will not be needed in this case.

Deliverables: One (1) hardcopies and (1) electronic copy of the Permit Application Packages will be provided for review and signature. A signed copy will be delivered to the permitting agencies.

#### TASK 4 CEQA Documentation

NorthStar will provide an updated Categorical Exemption document for use by the District.

#### COST ESTIMATE:

Task No.	Task	Description	Principal Planner		Associate Engineer		Assistant Biologist/Env. Scientist		Total
			Hrs.	\$165	Hrs.	\$155	Hrs.	\$100	
1	Project Management/Meetings	Project Management/QC	2	\$330		\$0	1	\$100	\$430
		<b>Task Subtotal</b>							<b>\$430</b>
2	Updated 1600 Application	Application Prep		\$0		\$0	20	\$2,000	\$2,000
		Agency Coordination	0	\$0		\$0	1	\$100	\$100
		Project Management/QC	1	\$165		\$0		\$0	\$165
		<b>Task Subtotal</b>							<b>\$2,265</b>
3	CVFPB Permit	Agency Coordination		\$0		\$0		\$0	\$0
		Application Prep		\$0	19	\$2,945	10	\$1,000	\$3,945
		Project Management/QC	1	\$165		\$0		\$0	\$165
		<b>Task Subtotal</b>							<b>\$4,110</b>
4	CEQA Notice of Exemption	Update		\$0		\$0	1	\$100	\$100
		<b>Task Subtotal</b>							<b>\$100</b>
Reimbursable Expenses (permit copies, FedEx postage, etc.)									\$0
<b>Subtotals</b>				\$660	19	\$2,945	33	\$3,300	\$6,905
<b>Adjusted Total for Required Tasks: 35% credit to Client</b>									<b>\$4,488</b>



## STAFF REPORT

**DATE: FEBRUARY 23, 2020**

**TO: BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: RESOLUTION DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL ASSESSMENT FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT**

### RECOMMENDATION

The Landscaping and Lighting Act of 1972 requires that an annual Engineer's Report is prepared by a licensed professional engineer and establishes other requirements for the continuation of the assessments. This Resolution directs SCI Consulting Group to prepare the Engineer's Report for the Park Maintenance and Recreation Improvement District for fiscal year 2021-22 as the first step in a three-step process in continuing the annual assessments for fiscal year 2021-22.

### RESULT OF RECOMMENDED ACTION

Each year, an updated Engineer's Report, including update budgets, scope of services, current legal justifications, and rate adjustments should be prepared by a California registered civil engineer. SCI Consulting Group will provide professional assessment engineering and assessment administration services to justify the continued collection of the Park Maintenance and Recreation Improvement District for fiscal year 2020-21. The services provided by SCI will include the preparation of the Engineer's Report and preliminary assessment roll with the specific assessment amount for each parcel. The Engineer's Report will be presented to the Board for preliminary approval in May of this year.

The services provided by SCI Consulting Group includes the tasks required for the year-round administration of the District's assessments, including comprehensive property base auditing and levy accuracy confirmation, on a parcel by parcel basis, to ensure that the District receives the most accurate assessment revenues and directly responding to property owner inquiries on toll free taxpayer assistance line. SCI's services will also include evaluation of the most current legal requirements and developments for benefit assessments, including any court decisions for benefit assessments or Proposition 218, and updates to the assessment justification and engineering findings, if appropriate. SCI was the engineer of record during the formation and balloting process for the District's assessments in 2002. As the Engineer of Record for the creation of the assessments, SCI is most qualified to make the annual assessment engineering findings to support the continued collection of the assessments.

### BACKGROUND

In 2002, after gaining property owner ballot support, the benefit assessments were first established to provide funding for the installation, maintenance and servicing of landscaping, park and recreation facilities in the Feather River Recreation and Park District's Park Maintenance and Recreation Improvement District.

- Balloting Conducted: May-July 2002



- Board Approval of 1<sup>st</sup> Year Assessment Levies: July 17, 2002
- Annual CPI: In each subsequent year, the maximum assessment rate increases by Fiscal Year 2002-03 Approved Rate: \$10.00 per single family equivalent benefit unit (SFE) for Zone of Benefit A, and \$5.00 per single family equivalent benefit unit (SFE) for Zone of Benefit B
- annual change in the Consumer Price Index, not to exceed 3% per year.
- Fiscal Year 2020-21 Approved Rate: \$15.34 (.44 cents increase) per single family dwelling equivalent benefit unit (SFE) for Zone of Benefit A, and \$7.44 (.20 cents increase) per single family dwelling equivalent benefit unit (SFE) for Zone of Benefit B.

### **ANALYSIS**

The assessments can continue to be levied annually and can be increased by the change in the San Francisco Bay Area Consumer Price Index, not to exceed 3% per year.

In order to continue to levy the assessments, the Board will need to adopt the resolution to direct SCI Consulting Group, the assessment engineer, to prepare an Engineer's Report for fiscal year 2020-21. This Engineer's Report will include the proposed budget for the assessments for fiscal year 2020-21, the special and general benefit findings to support the assessments, the updated proposed assessments for each parcel in the District, and the proposed assessments per single family equivalent benefit unit for fiscal year 2021-21. After the Engineer's Report and assessment roll is completed, they will be brought back to the Board for your review and consideration. If the Board preliminarily approves the Reports, a noticed public hearing will be subsequently held to allow the public to provide input on the proposed budgets, services and continued assessments, and to allow the Board to make a final decision on the continuation of these important assessments. The preliminary Engineer's Report is scheduled to be presented to the Board at the May 2021 regular board meeting.

### **CONCLUSION**

It is recommended that the Board approve the Resolution that would direct SCI Consulting Group to prepare the Engineer's Report for the Park Maintenance and Recreation Improvement District for fiscal year 2021-22



**RESOLUTION NO. 1954-21**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22 FOR THE CONTINUATION OF THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

**IT IS HEREBY RESOLVED**, by the Board of Directors (the "Board") of the Feather River Recreation and Park District (the "District"), County of Butte, State of California, as follows:

1. 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").
2. The purpose of the District is for the installation, maintenance and servicing of the improvements described in Section 4 below.
3. The District has been given the distinctive designation of the "Park Maintenance and Recreation Improvement District" and is primarily described as all of the lands within the current boundaries of the Feather River Recreation and Park District.
4. It is proposed that the Park Maintenance and Recreation Improvement District undertake the following improvements: installation, maintenance and servicing of public facilities, including but not limited to, playing fields, playground equipment, hard court surfaces, ground cover, shrubs and trees, street frontages, drainage systems, lighting, fencing, entry monuments, other recreational facilities, graffiti removal and repainting, and labor, materials, supplies, utilities, detention basins and equipment, irrigation and sprinkler systems, landscaping, turf and track facilities, gymnasiums, swimming pools, landscaping, park grounds, park facilities, landscape corridors, open space and trails, as applicable, for property owned, maintained or acquired by the Feather River Recreation and Park District. 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 part of any improvement; providing for the life, growth, health and beauty of landscaping; 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.
5. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Board for submission to the Board.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 23<sup>rd</sup> day of February 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Steven Rocchi, Chairperson

\_\_\_\_\_  
Shawn Rohrbacker, General Manager

February 19, 2021

Mike Nelson, President & CEO  
LACO Associates  
[NelsonM@lacoassociates.com](mailto: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

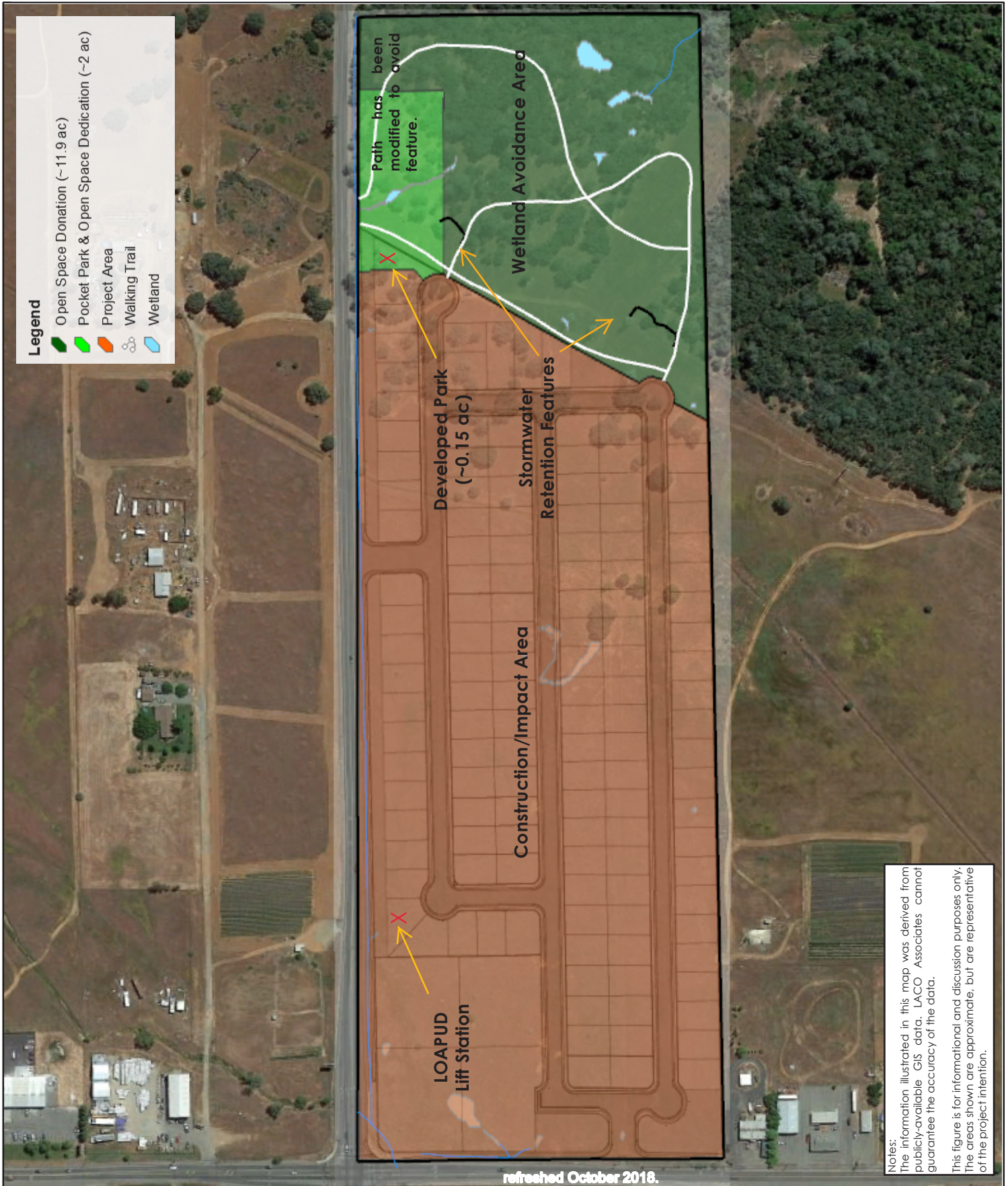
# LACO

EUREKA • UKIAH • SANTA ROSA

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

PROJECT	RIVER RANCH SUBDIVISION	BY	RMD	FIGURE	1
CLIENT	W&R INC	CHECK	MDN		
LOCATION	SOUTH OROVILLE	DATE	02/04/2020	JOB NO.	9627.00
OPEN SPACE/PARK DEDICATION FIGURE					

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: FEBRUARY 23, 2021**

**TO: FRRPD BOARD OF DIRECTORS**

**CC: SHAWN ROHRBACKER, GENERAL MANAGER**

**FROM: BRIAN WILSON, PARK SUPERVISOR (INTERIM)**

**RE: PRIORITY PARK MAINTENANCE PROJECTS**

### SUMMARY

Staff has identified several “open” park maintenance projects and has determined them to be high priority, requiring immediate attention.

### BACKGROUND

The District has several park maintenance projects that have become high priority and will require immediate attention. Based on the projected costs associated with repairs, Board approval will be necessary to complete these projects. Staff is currently working to collect repair/replace estimates on all priority projects, and to have them completed prior to the end of the 2020/2021 fiscal year.

1. Nolan Well Pump and Control Panel
  - a. This well is used for irrigation of 2 ball fields at the Nolan Park Complex. System began showing problems late in the summer of 2020. Efforts to identify and resolve problems were unsuccessful.
  - b. Staff is currently working to collect job quotes and to identify a contractor willing/available to complete the job prior to the Opening of Lake Oroville Little League Season (tentative Season Opener of April 3.)
2. Palermo Pool House Roof Repair/Replace
  - a. Pool house roof has shown signs of significant weather damage for several years. Existing structure shows water damage to a majority of the structure. During past storms high winds and heavy rain caused extensive damage leaving open holes in the roof, requiring the roof to be repaired prior to opening for the Summer 2021 Season.
  - b. Staff is currently working to collect job quotes and to identify a contractor willing/available to complete the job prior to May 1.





3. Palermo Park Main Water Service Line

- a. This main water service line connects the park to “city” water and provides water for the park restrooms, park irrigation shed, pool mechanical building and pool restroom building. Staff has attempted to keep up with repairs to continuing breaks in the system. However, due to the age of the deteriorating system, it has become necessary to replace the main line and connections to the existing structures.
- b. Staff is working to collect quotes and to identify a contractor willing/available to complete the job A.S.A.P.

**PROJECTED BUDGETARY IMPACT**

1. Nolan Well Pump and Control Panel	\$15,000
2. Palermo Pool House Roof Repair/Replace	\$12,500 - \$15,000
3. Palermo Park Main Water Service Line	\$12,500 - \$15,000

**RECOMMENDATION**

No recommendation needed.  
Staff report is informational only.

**FEBRUARY 2021 DEPARTMENT UPDATES****Recreation & Park Department**

*Brian Wilson – Recreation Supervisor/Interim Park Supervisor*

**Staffing Update**

- Interim Park Supervisor
  - Brian WilsonEffective Date 12.27.2020
- Recruitment for PT Seasonal positions Target Season 3/1/21 – 8/30/21

**Current & Recent Park/Landscape Maintenance Projects**

- Winter projects 1/16/21 – 2/16/21
  - Ongoing leaf pick up and tree clean up at parks
    - Working to finish up with leaf/limb removal in parks before moving into mow season
  - Storm clean up
    - Downed trees at Nolan and Palermo parks
  - Tree removal at Activity Center fence-line
- Park and Maintenance Equipment Repairs
  - Playground equipment repairs
    - Slide repair completed at MLK Park
    - Swing repair completed at MLK
  - Irrigation system repairs
    - Water System Main repair completed at Riverbend Park
  - Activity Center fence-line repairs completed
  - Nolan Field fence-line repairs completed
  - John Deere tractor repair completed
- Nolan Ball Field preps for Little League Season
  - Warning track and infield work
- Nelson Ball Field preps for Softball Season
  - Infield work
- MLK Pump house valve repair/replace

**Upcoming & Ongoing Projects**

- Spring Turf Maintenance
  - Weed abatement
  - Fertilizer schedule
  - Aeration
  - Irrigation checks
  - Mow schedules
- Nelson Ball Field Preps
- Nolan Ball Field Preps
- Palermo Pool building roof project
- Palermo Park Main Water Service Line project
- Nolan Well pump and control panel project
- Riverbend Park (South) Illegal camp clean-up
  - Working with BCSO, staff will be going in to remove illegal encampments between the “ponds” and Matthews Readymix plant
- Nelson Pool remodel/install

**FEBRUARY 2021 DEPARTMENT UPDATES**



*Slide repair at MLK Park*



*Repair to irrigation main service line at Riverbend Park (near North playground)*



*Storm Damage to trees in Nolan, MLK and Palermo Parks*



*Fence line and gate repairs at Nolan Ball Fields*

**FEBRUARY 2021 DEPARTMENT UPDATES****Childcare Services**

*Estela Valencia – Director of Children’s Services*

**Preschool Enrollment:** 35 children

**Recently Completed Events/Projects:**

- Children’s Immunization report was submitted to the state mid-January.

**Upcoming Events/Projects:**

- Four of our preschool employees will be participating in a Math Training. The training is a grant our center qualified for through Butte County Office of Education. The goal is teach/train our staff to teach math to children under 5 yrs. Our staff will commit to six hours of coaching and training, in return our center will receive \$4000 worth of math materials. Staff will also receive an incentive for participating.
- Spring school age camp is expected to start April 5-April 9<sup>th</sup> at the Activity Center.

**Administration, Events & Marketing**

*Victoria Anton – Executive Administrator*

**Ongoing & Completed Projects:**

- Rescheduling some of the community events that were cancelled in 2020
- District Marketing: Monthly Newsletter, Social Media Promotions
- Front Desk Office Hours: Monday through Wednesday 12PM-5PM for payment processing, facility reservations and impact fee collection.
- Board Meetings: Board and Committee meetings will be offered in-person, with a call-in option.
- Bear Rock Play Area: I organized a social media campaign highlighting the new play structures, including project updates and the grand opening announcement. The free promotion reached over 19k users on Facebook.
- Facility Rentals: Outdoor rental facilities will be available as of March 15th. State guidance allows small, private gatherings of people from no more than three households. Indoor gatherings are prohibited at this time.
- **Wildflower & Nature Festival April 3<sup>rd</sup> 2021 at Riverbend Park:** We’ve received a lot of positive feedback from the community and returning vendors. COVID modifications for the event include appropriate spacing between booths, face mask requirements and extra handwashing/sanitizing stations throughout the park. The festival will be limited in comparison to previous years. No bus tours to Table Mountain, wine tasting, beer garden, or “Barks& Recreation” sub event.