

**FEATHER RIVER RECREATION AND PARK DISTRICT  
1875 FEATHER RIVER BLVD., OROVILLE, CA 95965**

“We will provide and maintain quality parks, recreation experiences, and related facilities and programs for all residents of the District in a fiscally sustainable manner that compliments the natural resources and cultural heritage of our community.”

**DISTRICT BOARD MEETING**

Regular Board Meeting

July 23, 2019

**Location: FRRPD Board Room**

**Open Session 5:30PM**

**AGENDA**

*In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate in the meeting, please contact the District Administrative Office at (530)533-2011 at least 48 hours in advance of the meeting.*

**1. CALL MEETING TO ORDER**

Time: \_\_\_\_\_

**2. ROLL CALL**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Steven Rocchi	_____
Director Devin Thomas	_____
Chairperson Kent Fowler	_____

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

At this time, the Board will extend the courtesy of the Hearing Session to interested parties who wish to speak on items not on the agenda. State law prohibits the Board from acting on any item presented if it is not listed on the agenda, except under special circumstances as defined in the Government Code. You are limited to three (3) minutes. The Board reserves the right to limit public comment to 15 minutes, and can reopen public comment at a later time. The Chairperson will invite anyone 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. The Board will not and cannot take any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.

**5. ACKNOWLEDGEMENTS**

A. Thank you Northwest Lineman College volunteers for your assistance at the 2019 4th of July event at Nelson Sports Complex.

**6. 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 from the Consent Agenda shall be considered immediately following the adoption of the Consent Agenda.

**A. Chairperson shall appoint members to the following committees:**

Finance (2 Directors)

\_\_\_\_\_  
\_\_\_\_\_

Parks & Facilities (2 Directors)

\_\_\_\_\_  
\_\_\_\_\_

Recreation (2 Directors)

\_\_\_\_\_  
\_\_\_\_\_

Personnel Policies & Procedures (2 Directors)

\_\_\_\_\_  
\_\_\_\_\_

Supplemental Benefit Fund (2 Directors plus alternate)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Alternate)

RDA Oversight (1 Director plus alternate)

\_\_\_\_\_  
\_\_\_\_\_ (Alternate)

**B. Approve June 25, 2019 Regular Board Meeting Minutes (Appendix A)**

**C. Review June 2019 Financials (Appendix B)**

**D. RESOLUTION NO. 1914-19: 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**

*(Appendix C)*

**E. RESOLUTION NO. 1915-19: 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, ACH TRANSFERS, AND CHECK REGISTERS ASSOCIATED WITH BUTTE COUNTY TREASURY**

*(Appendix D)*

**VOTE**

Director Sonny Brandt \_\_\_\_\_

Director Marcia Carter \_\_\_\_\_

Director Devin Thomas \_\_\_\_\_

Vice Chairperson Steven Rocchi \_\_\_\_\_

Chairperson Kent Fowler \_\_\_\_\_

7. ITEMS PULLED FROM THE CONSENT AGENDA

8. NON-ACTION ITEMS (No Vote Required)  
None

9. ACTION ITEMS (Require vote)

**A. RESOLUTION NO. 1916-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2019–20 (Appendix E)**

*Requested Action: Adopt the Resolution*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**B. Review Benefit Assessment District Oversight Committee application (Appendix F)**

*Requested Action: Appoint member*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**C. Review Revised Hylton Security Service Agreement for Riverbend Park (Appendix G)**

*Requested Action: Review and approve*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**D. RESOLUTION NO. 1917-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE ALLOCATION OF UP TO \$55,000 FROM THE GENERAL FUND FOR PURCHASE OF COMPACT LOADER AND ATTACHMENTS (Appendix H)**

*Requested Action: Adopt the Resolution*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**E. Review Special District Risk Management Authority Election Ballot (Appendix I)**

*Requested Action: Review and select candidate(s)*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**F. Request to allocate additional funds to complete the Berry Creek restroom project**

*(Appendix J)*

*Requested Action: Review and approve*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**G. RESOLUTION 1918-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF PUBLIC USE IMPACT FEE FUNDS TO THE GENERAL FUND IN THE AMOUNT OF \$2,127 FOR APPROVED BERRY CREEK BATHROOM PROJECT (Appendix J)**

*Requested Action: Review and approve*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**H. RESOLUTION 1919-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF THE BERRY CREEK PARK BATHROOM PROJECT**

**Fixed Asset number 181901 (Appendix J)**

*Requested Action: Review and approve*

**VOTE**

Director Sonny Brandt	_____
Director Marcia Carter	_____
Director Devin Thomas	_____
Vice Chairperson Steven Rocchi	_____
Chairperson Kent Fowler	_____

**10. DIRECTOR, & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix K)**

*The following committees met: Finance*

**11. CORRESPONDENCE**

None

**12. UNFINISHED BUSINESS**

None

**13. BOARD ITEMS FOR UPCOMING AGENDAS**

**14. ADJOURNMENT**

Time: \_\_\_\_\_

**FEATHER RIVER RECREATION AND PARK DISTRICT  
1875 FEATHER RIVER BLVD., OROVILLE, CA 95965**

“We will provide and maintain quality parks, recreation experiences, and related facilities and programs for all residents of the District in a fiscally sustainable manner that compliments the natural resources and cultural heritage of our community.”

**DISTRICT BOARD MEETING**

Regular Board Meeting  
June 25, 2019

*Location: FRRPD Board Room*

**DRAFT Minutes** Closed session 5:00 PM/ Open Session Immediately Following

**1. Chairperson Fowler called the meeting to order at 5:02 PM.**

**2. ROLL CALL**

Director Sonny Brandt	<u>Present</u>
Director Marcia Carter	<u>Absent</u>
Director Steven Rocchi	<u>Present</u>
Director Devin Thomas	<u>Present</u>
Chairperson Kent Fowler	<u>Present</u>

**3. PLEDGE OF ALLEGIANCE**

**4. ADJOURNMENT TO CLOSED SESSION**

A. Pursuant to Government Code Section 54957, Public Employee Employment- Title General Manager

**5. ANNOUNCEMENTS FROM CLOSED SESSION**

The Board announced the appointment of Shawn Rohrbacker as the General Manager with a hire date of July 1, 2019.

**6. PUBLIC COMMENT**

At this time, the Board will extend the courtesy of the Hearing Session to interested parties who wish to speak on items not on the agenda. State law prohibits the Board from acting on any item presented if it is not listed on the agenda, except under special circumstances as defined in the Government Code. You are limited to three (3) minutes. The Board reserves the right to limit public comment to 15 minutes and can reopen public comment at a later time. The Chairperson will invite anyone 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. The Board will not and cannot take any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.

**7. ACKNOWLEDGEMENTS**

None

**8. 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 from the Consent Agenda shall be considered immediately following the adoption of the Consent Agenda.*

- A. Approve May 28, 2019 Regular Board Meeting Minutes**
- B. Approve June 6, 2019 Special Board Meeting Minutes**
- C. Approve June 17, 2019 Special Board Meeting Minutes**
- D. Approve May Financials**
- E. RESOLUTION NO. 1912-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$300,000 FROM THE MERCHANT PAYMENT RECEIVED BY CREDIT CARD ACCOUNT: BANK OF THE WEST TO THE GENERAL FUND ACCOUNT 2600**

Director Brandt made the motion to approve the Consent Agenda.

Director Rocchi seconded the motion.

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

**9. ITEMS PULLED FROM THE CONSENT AGENDA**

No items were pulled.

**10. PUBLIC HEARINGS****A. PUBLIC HEARING: 2019-20 FISCAL YEAR BUDGET (no action)**

*Final 2019-20 Fiscal Year Budget adoption scheduled for July 23, 2019*

**B. PUBLIC HEARING: 2019-20 ENGINEERS REPORT (no action)**

*Final 2019-20 Engineers Report adoption on June 25, 2019*

**11. ACTION ITEMS (Require vote)****A. Review fee waiver request for the Southside Community Improvement Association Police Meet and Greet event at MLK Park**

Director Brandt made the motion to waive remaining rental fees for the Southside Community Improvement Association Police Meet and Greet event at MLK Park.

Director Thomas seconded the motion.

\*The motion to waive remaining rental fees for the Southside Community Improvement Association Police Meet and Greet event at MLK Park passed with a unanimous vote.

**B. Review fee waiver request for the Hmong Cultural Center Peb Family Fun Day event at Riverbend Park**

Director Rocchi made the motion to waive remaining rental fees for the Hmong Cultural Center Peb Family Fun Day event at Riverbend Park.

Director Thomas seconded the motion.

\*The motion to waive remaining rental fees for the Hmong Cultural Center Peb Family Fun Day event at Riverbend Park passed with a unanimous vote.

**C. Review Benefit Assessment District Oversight Committee Application**

Director Brandt made the motion to appoint Zane Libert to the Benefit Assessment District Oversight Committee.

Director Rocchi seconded the motion.

\*The motion to appoint Zane Libert to the Benefit Assessment District Oversight Committee passed with a unanimous vote.

**D. RESOLUTION NO. 1911-19: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS ADOPTING THE 2019-20 APPROPRIATIONS LIMITATIONS**

Director Rocchi made the motion to adopt Resolution 1911-19.

Director Brandt seconded the motion.

\*The motion to adopt Resolution 1911-19 passed with a unanimous vote.

**E. Nelson Complex lease agreement renewal with the California Department of Water Resources**

Director Brandt made the motion to approve the Nelson Complex lease agreement renewal with the California Department of Water Resources.

Director Rocchi seconded the motion.

\*The motion to approve the Nelson Complex lease agreement renewal with the California Department of Water Resources passed with a unanimous vote.

**F. Review Hylton Security Service Agreement for Riverbend Park**

The Board directed staff to renegotiate a monthly term for the contract and research additional security options to be presented at the Riverbend Park special Board meeting. Date to be announced.

**G. RESOLUTION NO. 1912-19: A RESOLUTION APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF ASSESSMENT FOR FISCAL YEAR 2019-20 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

Director Rocchi made the motion to adopt Resolution 1912-19.

Director Brandt seconded the motion.

\*The motion to adopt Resolution 1912-19 passed with a unanimous vote.

**H. Select a Chairperson and Vice Chairperson for the remainder of 2019 calendar year**

Director Brandt made the motion to select Director Fowler as Chairperson and Director Rocchi as Vice Chairperson.

Director Thomas seconded the motion.

\*The motion to select Director Fowler as Chairperson and Director Rocchi as Vice Chairperson passed with a unanimous vote.

**12. DIRECTOR, & COMMITTEE REPORTS, MANAGER & STAFF REPORTS****13. CORRESPONDENCE**

None.



**14. UNFINISHED BUSINESS**

A. Interim General Manager Wilson provided a Nolan Complex bathroom replacement update.

**15. BOARD ITEMS FOR UPCOMING AGENDAS**

A. July 23, 2019 Regular Board Meeting

Adoption of Final Budget

Committee Vacancy Appointments

B. Date to be determined

Riverbend Park Restoration - Phase I Update

**16. Chairperson Fowler adjourned the meeting at 6:17 PM.**

Feather River Recreation & Park District Excluding Flood Insurance Proceeds/Expenses				26				MONTHLY ACTUAL VS. MONTHLY BUDGET					
Year to Date Income Statement and Staff Report				PAYROLL USE	Payroll %	100%		Annual Budget divided by "X" amount of months					
Jun-19				YTD	YTD	YTD	YTD BUDGET	Jun-19	Jun-19	MONTHLY	YTD		
NOT FINAL: WAITING ON COUNTY, BANK AND MONTHLY RECONCILIATION. Year end adjustments not completed				Annual	Over	100%		ACTUAL YTD	BUDGET	Over	100%		
STAFF REPORT. COMPARE 2 MONTHS REVENUE/EXPENSES. YTD totals and budget comparison				TOTAL	Budget	(Under)	% used	Staff Comments	TOTAL	12	(Under)	% used	STAFF COMMENTS: UNDER/OVER BUDGET AND GENERAL COMMENTS
Ordinary Income/Expense				MONTHS									
Income													
	4100 - Tax Revenue	48,850		1,573,017	1,600,000	(26,983)	98%		1,573,017	1,600,000	(26,983)	98%	
	4150 - Tax Revenue (BAD)			256,015	280,329	(24,314)	91%		256,015	280,329	(24,314)	91%	
	• Program Income												
	4350 - Discounts & Credits	(739)	(609)	(6,964)	(12,550)	5,586	55%		(6,964)	(12,550)	5,586	55%	
	4300 - Program Income	82,925	95,196	892,569	1,015,000	(122,431)	88%	Aquatics \$12k, Classes \$5k, Rentals \$6k, Camp \$16.1k, Preschool \$33k, Adult/Youth Sports \$5.3k, Gymnastics \$17.5k	892,569	1,015,000	(122,431)	88%	Preschool over budget \$30k Aquatics under \$4k Classes under \$42k Adult/Youth Sports under \$42k Gymnastics under \$72k.
	Total - Program Income	82,186	94,587	885,605	1,002,450	(116,845)	88%		885,605	1,002,450	(116,845)	88%	
	4400 - Donation & Fundraising Income		1,500	15,497	9,000	6,497	172%		15,497	9,000	6,497	172%	
	4500 - Grant/Reimbursed Expense Income			9,120	43,500	(34,380)	21%		9,120	43,500	(34,380)	21%	
	4600 - Other Income	304		383	500	(117)	77%		383	500	(117)	77%	
	4900 - Interest Income	3,935		14,243	8,000	6,243	178%		14,243	8,000	6,243	178%	
	4905 - Interest Income - BAD	824		2,243	875	1,368	256%		2,243	875	1,368	256%	
	Total Income	136,099	96,087	2,756,123	2,944,654	(188,531)	94%		2,756,123	2,944,654	(188,531)	94%	
	Gross Profit	136,099	96,087	2,756,123	2,944,654	(188,531)	94%		2,756,123	2,944,654	(188,531)	94%	
	Expense												
	• Payroll Expenses												
	5010 - Wages & Salaries	90,866	105,142	1,205,314	1,409,284	(203,970)	86%		1,205,314	1,409,284	(203,970)	86%	
	5020 - Employer Taxes	8,530	9,481	119,606	152,320	(32,714)	79%		119,606	152,320	(32,714)	79%	
	5030 - Employee Benefits	12,788	8,709	148,508	165,979	(17,471)	89%		148,508	165,979	(17,471)	89%	
	5040 - Workers Comp	4,125	4,715	54,125	61,909	(7,784)	87%		54,125	61,909	(7,784)	87%	
	5060 Labor/Benefits CIP Projects			0	0	0			0	0	0		
	5060 Labor OT Riverbend FEMA			0	0	0			0	0	0		
	Total - Payroll Expenses	116,309	128,047	1,527,553	1,789,492	(261,939)	85%		1,527,553	1,789,492	(261,939)	85%	
	5031 GASB 68 Benefit Expense			35,330	36,762	(1,432)	96%		35,330	36,762	(1,432)	96%	
	5100 - Advertising & Promotion	540	47	8,676	10,000	(1,324)	87%		8,676	10,000	(1,324)	87%	
	5120 - Bank Fees	1,971		12,010	13,000	(990)	92%		12,010	13,000	(990)	92%	
	5130 - Charitable Contributions			9,692	2,500	7,192	388%		9,692	2,500	7,192	388%	
	5140 - Copying & Printing	739	702	9,269	12,000	(2,731)	77%		9,269	12,000	(2,731)	77%	
	5155 - Employment New Hire Screen			1,300	3,100	(1,801)	42%		1,300	3,100	(1,801)	42%	
	5160 - Dues, Mbrshps, Publications, Subscriptions			13,078	14,000	(922)	93%		13,078	14,000	(922)	93%	
	5170 - Education & Development	150	100	9,378	15,000	(5,622)	63%		9,378	15,000	(5,622)	63%	
	5175 - Equipment Rental	10,327	9,679	40,396	5,600	34,796	721%	Nelson/Playtown bathroom fire portable toilets rental \$8.5k month	40,396	5,600	34,796	721%	
	• Equipment, Tools & Furn (<\$5k)												
	5182 - Operating ET&F	235		1,928	2,500	(572)	77%		1,928	2,500	(572)	77%	
	5184 - Program ET&F	145		5,096	15,450	(10,354)	33%		5,096	15,450	(10,354)	33%	
	5186 - Site/Shop ET&F	1,161	8,389	14,803	13,500	1,303	110%	Jun19: Mower \$4k, Weed eaters, pressure washer, blowers \$4.3k	14,803	13,500	1,303	110%	
	5187 - Computers & Technology ET&F	2,083	1,179	15,344	20,000	(4,656)	77%		15,344	20,000	(4,656)	77%	
	Total - Equipment, Tools & Furn (<\$5k)	3,624	9,568	37,171	51,450	(14,279)	72%		37,171	51,450	(14,279)	72%	
	5200 - Insurance		2,500	56,641	52,500	4,141	108%		56,641	52,500	4,141	108%	
	5210 - Interest Expense - Operating	106	102	1,457	3,600	(2,143)	40%		1,457	3,600	(2,143)	40%	
	5225 - Postage & Delivery	104		1,043	3,200	(2,157)	33%		1,043	3,200	(2,157)	33%	
	• Professional & Outside Svcs												
	5232 - Accounting			25,800	32,000	(6,200)	81%		25,800	32,000	(6,200)	81%	Harvest Accounting consultant no longer monitoring accounting systems quarterly. 2019-20 need to hire new consultant
	5233 - Bands/Recreation		400	2,025	1,900	125	107%		2,025	1,900	125	107%	
	5234 - Board Stipends	800	1,000	9,800	12,000	(2,200)	82%		9,800	12,000	(2,200)	82%	
	5235 - Recreation Instructors	2,051	2,281	25,786	30,400	(4,614)	85%		25,786	30,400	(4,614)	85%	
	5236 - Legal		4,485	28,207	18,000	10,207	157%		28,207	18,000	10,207	157%	
	5237 - Contract Janitorial	5,109	5,109	62,497	69,000	(6,503)	91%		62,497	69,000	(6,503)	91%	
	5239 - Outside Service Admin/Consult	2,526	2,348	91,843	57,000	34,843	161%		91,843	57,000	34,843	161%	unbudgeted \$10k Melton Design SBF grant and Act Center proposed property purchase plans. \$20k temp employee.
	Total - Professional & Outside Svcs	10,486	15,623	245,958	220,300	25,658	112%		245,958	220,300	25,658	112%	

Feather River Recreation & Park District Excluding Flood Insurance Proceeds/Expenses				26				MONTHLY ACTUAL VS. MONTHLY BUDGET					
Year to Date Income Statement and Staff Report				PAYROLL USE	Payroll %	100%		Annual Budget divided by "X" amount of months					
Jun-19				YTD	YTD	YTD	YTD BUDGET	Jun-19	Jun-19	MONTHLY	YTD		
NOT FINAL: WAITING ON COUNTY, BANK AND MONTHLY RECONCILIATION. Year end adjustments not completed				TOTAL	Annual	Over	100%	ACTUAL YTD	BUDGET	Over	100%		
STAFF REPORT. COMPARE 2 MONTHS REVENUE/EXPENSES. YTD totals and budget comparison				TOTAL	Budget	(Under)	% used	Staff Comments	TOTAL	12	(Under)	% used	STAFF COMMENTS: UNDER/OVER BUDGET AND GENERAL COMMENTS
				5250 - Rent	0	0	0		0	0	0		
				- Repairs & Maintenance									
				5261 - Building R&M	661	1,087	30,072	40,000	(9,928)	75%			
				5262 - Equipment R&M	1,619	922	13,111	18,000	(4,889)	73%			
				5263 - General R&M	1,175	76	10,747	25,000	(14,253)	43%			
				5264 - Grounds R&M	5,941	167	23,712	40,000	(16,288)	59%			
				5265 - Janitorial Supplies	2,803	2,086	24,383	29,500	(5,117)	83%			
				5266 - Vandalism Repair		51	1,646	10,000	(8,354)	16%			
				5267 - Vehicle R&M	661	463	14,747	6,000	8,747	246%			
				5268 - Aquatics Pool R&M	7,400	10,645	42,309	45,000	(2,691)	94%			
				5269 - Outside Contractor/Services R&M	1,137	91	8,477	20,000	(11,523)	42%			
				Total - Repairs & Maintenance	21,397	15,588	169,204	233,500	(64,296)	72%			
				5270 - Security	177	1,278	14,546	15,000	(454)	97%			
				- Supplies - Consumable									
				5281 - Misc Staff & Uniform Supplies	145		10,061	9,000	1,061	112%			
				5282 - Office Supplies	148	277	4,273	6,250	(1,977)	68%			
				5284 - Program Food	1,206	952	13,381	12,400	981	108%			
				5286 - Program Supplies	2,490	2,292	17,150	29,500	(12,350)	58%			
				5287 - Safety Supplies	197	65	2,386	3,500	(1,114)	68%			
				5289 - Site Supplies	10	93	433	2,200	(1,767)	20%			
				Total - Supplies - Consumable	4,196	3,679	47,684	62,850	(15,166)	76%			
				5290 - Taxes, Lic., Notices & Permits	828		5,426	5,000	426	109%			
				5300 - Telephone/Internet	1,012	978	12,743	14,000	(1,257)	91%			
				- Transportation, Meals & Travel									
				5312 - Air, Lodging, Other Travel	60		5,280	5,000	280	106%			
				5314 - Fuel	2,859	2,433	30,367	21,750	8,617	140%			
				5316 - Meals	45		529	1,000	(471)	53%			
				5318 - Mileage	348	99	2,087	2,500	(413)	83%			
				Total - Transportation, Meals & Travel	3,312	2,532	38,263	30,250	8,013	126%			
				- Utilities									
				5322 - Electric	11,829	16,050	113,232	110,000	3,232	103%			
				5324 - Garbage	2,000	1,894	18,670	23,300	(4,630)	80%			
				5326 - Gas/Propane	160	143	6,978	5,900	1,078	118%			
				5328 - Sewer	146	246	3,837	4,000	(163)	96%			
				5329 - Water	8,976	10,666	98,883	95,000	3,883	104%			
				Total - Utilities	23,111	28,999	241,600	238,200	3,400	101%			
				Total Expense	198,389	219,422	2,538,417	2,831,304	(292,887)	90%			
				Total Profit (Loss)	(62,290)	(123,335)	217,706	113,350	104,356				
				Other Income/Expense					0	0			
				Other Income									
				4200 - Impact Fee Income	8,938	50,262	185,784				185,784	0	
				4910 - Interest Income - Impact Fees	1,340		4,598				4,598	0	
				4910 Insurance Proceeds NOT RIVERBEND	10,403	219,394	242,734				242,734	0	
				Total Other Income	20,681	269,656	433,116				433,116	0	
				Other Expense									
				7000 Year End Adj Fair Value Adjustment			0				0		
				7210 - Debt Interest Expense	8,911	8,911	109,824	109,825			109,824	109,825	
				Total Other Expense	8,911	8,911	109,824	109,825			109,824	109,825	
				Net Other Income	11,770	260,745	323,292				323,292	0	
				Net Income	(50,520)	137,410	540,998	3,525			540,998	3,525	
				Year End Staff Comments									
				Audit Schedules week of October 14th									
				Financials are not final, county will send reports mid August									
				Year-end adjustments and reconciliations are not complete									
				All financials posted at July 2019 Finance and Board Meeting are not reconciled and subject to change									

# Feather River Recreation & Park District

## Balance Sheet

As of June 30, 2019

7:12 AM

07/12/2019

Accrual Basis

	Jun 30, 19	Jun 30, 18	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
<b>1010 - Treasury Cash</b>				
1010.1 - Treasury Cash - General	1,214,172.08	1,103,010.46	111,161.62	10.08%
1010.2 - Treasury Cash - Reserve	373,594.00	383,594.00	-10,000.00	-2.61%
<b>Total 1010 - Treasury Cash</b>	<b>1,587,766.08</b>	<b>1,486,604.46</b>	<b>101,161.62</b>	<b>6.81%</b>
1020 - Imprest Cash	673.22	1,000.00	-326.78	-32.68%
1030 - BofW - Merchant Acct.	85,111.03	47,059.11	38,051.92	80.86%
1031 - BofW Project INS PROCEEDS	1,688,249.62	2,130,083.99	-441,834.37	-20.74%
1040 - Fund 2610 - BAD	20,699.53	42,695.91	-21,996.38	-51.52%
<b>1050 - Impact Fees</b>				
1051 - Impact - Parklands	361,184.89	207,239.95	153,944.94	74.28%
1052 - Impact - Public Use	27,838.90	6,800.35	21,038.55	309.38%
1053 - Impact - Aquatics	51,939.82	32,323.64	19,616.18	60.69%
<b>Total 1050 - Impact Fees</b>	<b>440,963.61</b>	<b>246,363.94</b>	<b>194,599.67</b>	<b>78.99%</b>
<b>Total Checking/Savings</b>	<b>3,823,463.09</b>	<b>3,953,807.41</b>	<b>-130,344.32</b>	<b>-3.3%</b>
<b>Accounts Receivable</b>				
1210 - Accounts Receivable	-11,940.32	32,286.38	-44,226.70	-136.98%
<b>Total Accounts Receivable</b>	<b>-11,940.32</b>	<b>32,286.38</b>	<b>-44,226.70</b>	<b>-136.98%</b>
<b>Other Current Assets</b>				
1302 - FEMA Riverbend Claim A/R	2,839.00	226,347.00	-223,508.00	-98.75%
1310 - Miscellaneous Receivables	361.82	2,247.17	-1,885.35	-83.9%
1320 - Umpqua Bank Project Fund	188,856.12	188,856.12	0.00	0.0%
<b>Total Other Current Assets</b>	<b>192,056.94</b>	<b>417,450.29</b>	<b>-225,393.35</b>	<b>-53.99%</b>
<b>Total Current Assets</b>	<b>4,003,579.71</b>	<b>4,403,544.08</b>	<b>-399,964.37</b>	<b>-9.08%</b>
<b>Fixed Assets</b>				
1410 - Land	627,494.00	627,494.00	0.00	0.0%
1420 - Buildings & Improvements	10,314,889.08	10,314,889.08	0.00	0.0%
1430 - Equipment & Vehicles	834,044.09	826,723.21	7,320.88	0.89%
<b>1440 - Construction in Progress</b>				
1443 - CIP Riverbend Restoration RB99	4,688,667.65	1,394,910.36	3,293,757.29	236.13%
1447 - CIP Berry Creek Bathroom BC99	36,127.43	30,419.35	5,708.08	18.77%
1449 - CIP Palermo Park	17,351.31	0.00	17,351.31	100.0%
<b>Total 1440 - Construction in Progress</b>	<b>4,742,146.39</b>	<b>1,425,329.71</b>	<b>3,316,816.68</b>	<b>232.71%</b>
1499 - Accumulated Depreciation	-4,283,320.47	-4,283,320.47	0.00	0.0%
<b>Total Fixed Assets</b>	<b>12,235,253.09</b>	<b>8,911,115.53</b>	<b>3,324,137.56</b>	<b>37.3%</b>
<b>Other Assets</b>				
<b>1550 - GASB 68 CalPERS Valuation</b>				
1551 - GASB68 Deferred Outflow Pension	232,623.00	232,623.00	0.00	0.0%
<b>Total 1550 - GASB 68 CalPERS Valuation</b>	<b>232,623.00</b>	<b>232,623.00</b>	<b>0.00</b>	<b>0.0%</b>

	Jun 30, 19	Jun 30, 18	\$ Change	% Change
Total Other Assets	232,623.00	232,623.00	0.00	0.0%
<b>TOTAL ASSETS</b>	<b>16,471,455.80</b>	<b>13,547,282.61</b>	<b>2,924,173.19</b>	<b>21.59%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 · Accounts Payable	58,321.42	649,605.10	-591,283.68	-91.02%
<b>Total Accounts Payable</b>	<b>58,321.42</b>	<b>649,605.10</b>	<b>-591,283.68</b>	<b>-91.02%</b>
<b>Credit Cards</b>				
2300 · Credit Cards Payable				
2335 · BofW CC 9693 GM	-23.98	297.44	-321.42	-108.06%
2337 · BoW CC 4607 Preschool	803.54	616.03	187.51	30.44%
2338 · BoW CC 6280 Maintenance	142.74	7.41	135.33	1,826.32%
2339 · BoW CC 9561 General	1,266.96	28.54	1,238.42	4,339.24%
<b>Total 2300 · Credit Cards Payable</b>	<b>2,189.26</b>	<b>949.42</b>	<b>1,239.84</b>	<b>130.59%</b>
2350 · Supplier Accounts				
2353 · Walmart	53.85	1,019.88	-966.03	-94.72%
2354 · Home Depot	1,242.97	-238.67	1,481.64	620.79%
2357 · Tractor Supply	81.16	172.64	-91.48	-52.99%
<b>Total 2350 · Supplier Accounts</b>	<b>1,377.98</b>	<b>953.85</b>	<b>424.13</b>	<b>44.47%</b>
<b>Total Credit Cards</b>	<b>3,567.24</b>	<b>1,903.27</b>	<b>1,663.97</b>	<b>87.43%</b>
<b>Other Current Liabilities</b>				
2100 · Payroll Liabilities				
2120 · Payroll Taxes payable	2.72	0.00	2.72	100.0%
2160 · Workers Comp Payable	-7,971.11	0.00	-7,971.11	-100.0%
2170 · Retirement Payable	4.92	0.00	4.92	100.0%
2185 · Dental Insurance Payable	0.29	0.00	0.29	100.0%
2186 · Life Insurance Payable	5.40	0.00	5.40	100.0%
2187 · Aflac Payable	989.72	0.00	989.72	100.0%
2199 · Accrued Leave Payable	24,201.12	24,201.12	0.00	0.0%
<b>Total 2100 · Payroll Liabilities</b>	<b>17,233.06</b>	<b>24,201.12</b>	<b>-6,968.06</b>	<b>-28.79%</b>
2400 · Deposits/Refunds to Customers	50.00	0.00	50.00	100.0%
2405 · Deferred Revenue	0.00	21,160.16	-21,160.16	-100.0%
<b>Total Other Current Liabilities</b>	<b>17,283.06</b>	<b>45,361.28</b>	<b>-28,078.22</b>	<b>-61.9%</b>
<b>Total Current Liabilities</b>	<b>79,171.72</b>	<b>696,869.65</b>	<b>-617,697.93</b>	<b>-88.64%</b>
<b>Long Term Liabilities</b>				
2954 · Ford Motor Vehicle Loan	20,971.77	30,165.04	-9,193.27	-30.48%
2955 · Umpqua Bank Tax Exempt Bond A	3,043,775.00	3,248,015.00	-204,240.00	-6.29%
2960 · Umpqua Bank Taxable Bond B	139,999.97	165,000.00	-25,000.03	-15.15%
2975 · GASB 68 CalPERS Liab Valuation				
2976 · GASB 68 Deferred Inflow Pension	149,733.00	149,733.00	0.00	0.0%
2977 · GASB 68 Net Pension Liability	844,607.00	844,607.00	0.00	0.0%
<b>Total 2975 · GASB 68 CalPERS Liab Valuation</b>	<b>994,340.00</b>	<b>994,340.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Long Term Liabilities</b>	<b>4,199,086.74</b>	<b>4,437,520.04</b>	<b>-238,433.30</b>	<b>-5.37%</b>

	<b>Jun 30, 19</b>	<b>Jun 30, 18</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Total Liabilities</b>	4,278,258.46	5,134,389.69	-856,131.23	-16.67%
<b>Equity</b>				
<b>3010 - Imprest Cash Reserve</b>	1,000.00	1,000.00	0.00	0.0%
<b>3020 - General Reserve</b>	20,000.00	20,000.00	0.00	0.0%
<b>3030 - Investment in Assets</b>	6,439,516.82	6,439,516.82	0.00	0.0%
<b>3040 - General Fund Balance</b>	-1,461,551.34	-1,461,551.34	0.00	0.0%
<b>3050 - Benefit Assessment District</b>	42,695.91	42,695.91	0.00	0.0%
<b>3060 - Impact Fees (general)</b>	246,363.94	246,363.94	0.00	0.0%
<b>3099 - Undistributed Retained Earnings</b>	3,124,867.59	0.00	3,124,867.59	100.0%
<b>Net Income</b>	3,780,304.42	3,124,867.59	655,436.83	20.98%
<b>Total Equity</b>	12,193,197.34	8,412,892.92	3,780,304.42	44.94%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,471,455.80</b>	<b>13,547,282.61</b>	<b>2,924,173.19</b>	<b>21.59%</b>

Feather River Recreation & Park District  
 Detail Fixed Asset & Bonds  
 As of June 30, 2019

12:52 PM

07/12/2019

Accrual Basis

Date	Source Name	Memo	Amount	Balance
	<b>1031 - BofW Project INS PROCEEDS</b>			<b>1,821,680.28</b>
06/06/2019	FRANKLIN CONSTRUCTION, INC	RIVERBEND PHASE I	-206,331.00	1,615,349.28
06/07/2019			65,006.30	1,680,355.58
06/13/2019			219,394.28	1,899,749.86
06/17/2019			2,708.62	1,902,458.48
06/20/2019	HYLTON SECURITY, INC.	RIVERBEND SECURITY	-9,600.00	1,892,858.48
06/26/2019			37,920.35	1,930,778.83
06/30/2019	FEATHER RIVER RECREATION & PARK DISTRICT	INS PROCEEDS PLAYTOWN BATHROOM TRANSFER TO GEN FUND	-242,529.21	1,688,249.62
			-133,430.66	1,688,249.62
	Total 1031 - BofW Project INS PROCEEDS			<b>2,839.00</b>
	<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>10,314,889.08</b>
	Total 1420 - Buildings & Improvements			10,314,889.08
	<b>1430 - Equipment &amp; Vehicles</b>			<b>834,044.09</b>
	Total 1430 - Equipment & Vehicles			834,044.09
	<b>1440 - Construction in Progress</b>			<b>4,736,438.31</b>
	<b>1443 - CIP Riverbend Restoration RB99</b>			<b>4,688,667.65</b>
	Total 1443 - CIP Riverbend Restoration RB99			4,688,667.65
	<b>1447 - CIP Berry Creek Bathroom BC99</b>			<b>30,419.35</b>
06/30/2019	BCCA	HOME DEPOT INVOICES FINAL BATHROOM PROJECT	3,360.72	33,780.07
06/30/2019	BCCA	MATHEWS READY MIX FINAL BATHROOM PROJECT	1,608.32	35,388.39
06/30/2019	BCCA	CROSSWELL TRUCKING FINAL BATHROOM PROJECT	600.00	35,988.39
06/30/2019	BCCA	BUTTE COUNTY PERMIT FINAL BATHROOM PROJECT	139.04	36,127.43
	Total 1447 - CIP Berry Creek Bathroom BC99		5,708.08	36,127.43
	<b>1449 - CIP Palermo Park</b>			<b>17,351.31</b>
	Total 1449 - CIP Palermo Park			17,351.31
	Total 1440 - Construction in Progress		5,708.08	4,742,146.39
	<b>2955 - Umpqua Bank Tax Exempt Bond A</b>			<b>-3,043,775.00</b>
	Total 2955 - Umpqua Bank Tax Exempt Bond A			-3,043,775.00
	<b>2960 - Umpqua Bank Taxable Bond B</b>			<b>-139,999.97</b>
	Total 2960 - Umpqua Bank Taxable Bond B			-139,999.97

Feather River Recreation & Park District  
 Check Register  
 May through June 2019

Date	Num	Name	Memo	Credit
<b>1010 - Treasury Cash</b>				
<b>1010.1 - Treasury Cash - General</b>				
05/09/2019	84978	CALF. WATER SERVICE	Acct 520857777 3/14/19-4/12/19	2,852.36
05/09/2019	84979	CARTER LAW OFFICE	LEGAL	5,182.20
05/09/2019	84980	CINTAS	JANITORIAL SUPPLIES	1,990.12
05/09/2019	84981	COMP	EMPLOYEE SCREEN	76.50
05/09/2019	84982	CRESCO EQUIPMENT RENTALS	BARRICADES	415.28
05/09/2019	84983	Dan's Electrical Supply	ELECTRICIAN	250.97
05/09/2019	84984	DAVE'S PARTY RENTAL	TABLE RENTAL	190.40
05/09/2019	84985	EWING	IRRIGATION	3,628.86
05/09/2019	84986	FASTENAL	MISC SUPPLIES	25.16
05/09/2019	84987	FEATHER RIVER AIRE	PROGRAM THERMOSTATES	340.00
05/09/2019	84988	Golden Bear Alarms	QTRLY ALARM FBT	109.50
05/09/2019	84989	KZFR Community Radio 90.1 FM	ANNUAL UNDERWRITING	960.00
05/09/2019	84990	LES SCHWAB TIRES	VALVE STEM	4.87
05/09/2019	84991	Lincoln Aquatics	POOL CHEMICALS	3,699.77
05/09/2019	84992	MAZES CONSULTING	IT SUPPORT AND SOFTWARE	2,927.43
05/09/2019	84993	OROVILLE POWER EQUIPMENT	MOWER BLADES, EDGERS	2,375.58
05/09/2019	84994	P.G. & E.	PGE ALL LOCAITONS 3/25/19-4/23/19	7,419.35
05/09/2019	84995	R & B Company	DRAIN PLUGS	75.79
05/09/2019	84996	RECOLOGY BUTTE COLUSA COUNTIES	TRASH ALL SITES	1,757.24
05/09/2019	84997	RIEBES AUTO PARTS	TRUCK REPAIRS	354.78
05/09/2019	84998	SDRMA	DEDUCTIBLE AUTO CLAIM	500.00
05/09/2019	84999	State Water Resources Control Board	RIVERBEND ANNUAL PERMIT	1,114.00
05/09/2019	85000	Sunrise Environmental Scientific	TRUCK WASH SOLUTION	252.00
05/09/2019	85001	SURPLUS CITY	CONEX	415.00
05/09/2019	85002	Tractor Supply Co.	APR19 STATEMENT	298.68
05/09/2019	85003	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	885.48
05/09/2019	85004	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	5,109.00
05/09/2019	85005	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
05/09/2019	85006	CARTER, MARCIA	MONTHLY BOD STIPEND	200.00
05/09/2019	85007	FOWLER, SCOTT KENT	MONTHLY BOD STIPEND	200.00
05/09/2019	85008	ROCCHI, STEVE	MONTHLY BOD STIPEND	200.00
05/09/2019	85009	BURLESON, HARRY	INSTRUCTOR FITNESS	113.75
05/09/2019	85010-85065	PAYROLL	PAYROLL ITEMS	35,016.95
05/09/2019	85066	PREMIER ACCESS	MAY19 DENTAL PREMIUMS	919.64
05/09/2019	85067	HUMANA INSURANCE CO.	657103-001 MAY19 LIFE PREMIUMS	64.40
05/09/2019	85068	BLUE SHIELD OF CALIFORNIA	4004625 MAY19 HEALTH PREMIUMS	9,465.26
05/09/2019	85069	CHICO RENT-A-FENCE	TEMP FENCING	175.50
05/09/2019	85070	INSIDE OUT DESIGNS	TRUCK DECALS	79.13
05/09/2019	85071	BANKCARD CENTER	MAY19 STATEMENT	2,490.67
05/09/2019	85072	State Disbursement Unit	RODGERS 5/9/19 PAYCHECK	92.30
05/23/2019	85073	DEBORAH PELTZER ,	CELL PHONE REIMBR	30.00
05/23/2019	85074	DANNER, ERIC	CELL PHONE REIMBR	30.00
05/23/2019	85075	HUE VANG ,	CELL PHONE REIMBR	30.00
05/23/2019	85076	JASON GRAY ,	MONTHLY CELL REIMBR	30.00
05/23/2019	85077	VALENCIA, JUSTIN.	CELL PHONE REIMBR	30.00
05/23/2019	85078	MICHELLE HUFFMAN	CELL AND EXPENSE REIMBR	57.01
05/23/2019	85079	ROBERT BRIAN WILSON ,	CELL PHONE REIMBR	30.00
05/23/2019	85080	SCOTT THOMPSON ,	MONTHLY CELL REIMBR	50.00
05/23/2019	85081	STEPHANIE PEOPLES ,	MONTHLY CELL REIMBR	25.00
05/23/2019	85082	THOMAS GORMAN ,	CELL PHONE REIMBR	30.00
05/23/2019	85083	TORRES, MONICA.	CELL AND MILEAGE REIMBR	191.24
05/23/2019	85084	VALENCIA, ESTELA.	CELL REIMBR	40.00
05/23/2019	85085	ZERIMAR RAMIREZ ,	MONTHLY CELL REIMBR	30.00
05/23/2019	85086	ALPINE PORTABLE TOILET SERVICE	PORTABLE TOILET RENTALS FIRE DAMAGE	8,569.94
05/23/2019	85087	AT&T - CALNET	PHONE LINES	82.85
05/23/2019	85088	BANK OF NEW YORK MELLON	ANNUAL LOAN FEES	2,000.00
05/23/2019	85089	BANKCARD CENTER	STATMENT 9561	1,946.66
05/23/2019	85090	BETTER DEAL EXCHANGE	Acct#701960 APR19	173.07
05/23/2019	85091	CHICO RENT-A-FENCE	TEMP FENCE	175.50
05/23/2019	85092	CPRS	PARK SUP AGENCY MEMBERSHIP	150.00
05/23/2019	85093	DAVE'S PARTY RENTAL	TABLE RENTAL DANCE	190.40
05/23/2019	85094	DAWSON OIL COMPANY	62765 FUEL	2,658.67
05/23/2019	85095	ENTERPRISE-RECORD	BANNER AD, PUBLIC HEARING	437.50
05/23/2019	85096	Fairhill Backflow	BACKFLOW TESTING	720.76
05/23/2019	85097	FEATHER RIVER AIRE	AC THERMOSTATE SUMMER	99.00
05/23/2019	85098	Hartshorn, Kelly	REFUND LIFEGUARD TRAINING	235.00
05/23/2019	85099	HOME DEPOT	HOME DEPOT STATEMENT APR19	2,296.22
05/23/2019	85100	MAZES CONSULTING	COMPUTER ORDER ACCT CLERK	1,295.13
05/23/2019	85101	NORTH STATE PARENT	AD IN MONTHLY MAG	302.00
05/23/2019	85103	RIEBES AUTO PARTS	FAN BELT VAN	9.95
05/23/2019	85104	Saechao, Nai	REFUND RENTAL	205.00
05/23/2019	85105	SHARP'S LOCKSMITHING	KEYS/LOCKS	745.75



Feather River Recreation & Park District  
Check Register  
May through June 2019

Date	Num	Name	Memo	Credit
05/23/2019	85106	TWSD	4-112.01 WATER NELSON	417.40
05/23/2019	85107	WAL-MART COMMUNITY	STATEMENT 1712	270.33
05/23/2019	85108	WAXIE SANITARY SUPPLY	BAGS/GLOVES	1,086.43
05/23/2019	85109	Williams Electric Company, Inc	ELECTRICIAL	2,598.19
05/23/2019	85110	VINCENT, KELLY	INSTRUCTOR DANCE	125.45
05/23/2019	85111	LYNNDEE CAPUT	INSTRUCTOR FITNESS/SPECIAL	117.65
05/23/2019	85112	RONNIE SMITH ENTERPRISES	INSTRUCTOR FITNESS	1,694.47
05/23/2019	85113	DEGENKOLB ENGINEERS	FIRE DAMAGE ASSESSMENT	1,695.00
05/23/2019	85114	RAMOS, SUSAN J	INSTRUCTOR	47.51
05/23/2019	85115	VOID	void check 85115	0.00
05/23/2019	85116-85171	PAYROLL	PAYROLL ITEMS	35,381.08
05/23/2019	85172	BANK OF NEW YORK MELLON	JAN18-MAR18 UMPQUA LOANS	83,793.30
06/06/2019	85173	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
06/06/2019	85174	CARTER, MARCIA	MONTHLY BOD STIPEND	200.00
06/06/2019	85175	FOWLER, SCOTT KENT	MONTHLY BOD STIPEND	200.00
06/06/2019	85176	ROCCHI, STEVE	MONTHLY BOD STIPEND	200.00
06/06/2019	85177	BANKCARD CENTER	STATEMENT 9693	5.94
06/06/2019	85178	BANKCARD CENTER	STATEMENT 6280 MAY19	1,273.91
06/06/2019	85179	BANKCARD CENTER	STATEMENT 4607	2,045.68
06/06/2019	85180	BURLESON, HARRY	INSTRUCTOR FITNESS	165.75
06/06/2019	85181	VINCENT, KELLY	INSTRUCTOR DANCE	181.35
06/06/2019	85182	RANDY MURPHY	MILEAGE TO SAC TWICE	156.60
06/06/2019	85183	ACCULARM SECURITY SYSTEMS	SERVICE CALL ALARM	67.50
06/06/2019	85184	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	5,109.00
06/06/2019	85185	Butte County Public Health Department	POOL PERMITS	778.00
06/06/2019	85186	CALF. WATER SERVICE	Acct 520857777 4/13/19-5/10/19	8,599.88
06/06/2019	85187	CINTAS	JANITORIAL SUPPLIES	2,211.51
06/06/2019	85188	COMCAST	PHONE/INTERNET	544.48
06/06/2019	85189	D & G Sports Inc.	CHALK	297.69
06/06/2019	85190	Dan's Electrical Supply	ELECTRICAL	137.15
06/06/2019	85191	EWING	IRRIGATION	4,137.43
06/06/2019	85192	FP MAILING SOLUTIONS	VOID: POSTAGE MACHINE	
06/06/2019	85193	HERC RENTALS, INC	LIFT RENTAL	975.67
06/06/2019	85194	Industrial Power Products	EDGER	1,182.56
06/06/2019	85195	Jepperson, Michelle	REFUND RENTAL	115.00
06/06/2019	85196	JONES, TAMMY	REFUND RENTAL	10.00
06/06/2019	85197	KIMBALL MIDWEST	SUPPLIES	1,157.74
06/06/2019	85198	LES SCHWAB TIRES	TIRES DODGE 1500	651.14
06/06/2019	85199	LIMEY TEES	SUMMER CAMP TSHIRTS	598.99
06/06/2019	85200	Lincoln Aquatics	POOL CHEMICALS	7,529.36
06/06/2019	85201	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	2,986.98
06/06/2019	85202	NORTH YUBA WATER DISTRICT	2695 FBT WATER	35.50
06/06/2019	85203	OROVILLE POWER EQUIPMENT	MOWER CLUTCH	378.86
06/06/2019	85204	P.G. & E.	PGE ALL LOCAITONS 1/23/19-2/21/19	11,988.98
06/06/2019	85205	RIEBES AUTO PARTS	MOWER REPAIR	66.28
06/06/2019	85206	SHARP'S LOCKSMITHING	KEYS/LOCKS	128.94
06/06/2019	85207	SOUTH FEATHER WATER & POWER	WATER	69.22
06/06/2019	85208	SURPLUS CITY	CONEX RENTALS	415.00
06/06/2019	85209	Tractor Supply Co.	TRACTOR SUPPLY STATEMENT	152.55
06/06/2019	85210	WAXIE SANITARY SUPPLY	VACCUM BAGS/GLOVES	85.98
06/06/2019	85211-85283	PAYROLL	PAYROLL ITEMS	39,590.79
06/06/2019	85284	FP MAILING SOLUTIONS	POSTAGE MACHINE	103.92
06/06/2019	85286	WARD, CATHERINE	6/20/19 CONCERT AT THE TROUGH	100.00
06/06/2019	85287	AFLAC	JRF86 MAY19 PREMIUMS	1,027.44
06/06/2019	85288	PREMIER ACCESS	1000548827 jun19 premiums	919.64
06/06/2019	85289	HUMANA INSURANCE CO.	657103-001 JUN19 PREMIUMS	64.40
06/06/2019	85290	BLUE SHIELD OF CALIFORNIA	4004625	8,970.31
06/20/2019	85292	AT&T - CALNET	PHONE LINES	83.56
06/20/2019	85293	BANKCARD CENTER	STATMENT 9561	2,369.49
06/20/2019	85294	BETTER DEAL EXCHANGE	Acct#701960	327.01
06/20/2019	85295	DAWSON OIL COMPANY	62765 FUEL	2,858.98
06/20/2019	85296	FORD MOTOR CREDIT COMPANY LLC	2 MONTHS TRUCK PAYMENTS	1,775.10
06/20/2019	85297	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL ACT CENTER	75.00
06/20/2019	85298	HOME DEPOT	HOME DEPOT STATEMENT	3,281.51
06/20/2019	85299	NORTH STATE PARENT	AD IN MAG PRESCHOOL	47.00
06/20/2019	85300	OROVILLE POWER EQUIPMENT	MOWER KOHLER	3,983.56
06/20/2019	85301	Pioneer Union Elementary School District	F/YEAR UTILITIES BERRY CREEK	686.26
06/20/2019	85302	RECOLOGY BUTTE COLUSA COUNTIES	TRASH	2,000.11
06/20/2019	85303	Staples	STAPLES STATEMENT	123.86
06/20/2019	85304	STREAMLINE	FRRPD WEBSITE UPDATE/MAINTENACE	210.00
06/20/2019	85305	TWSD	4-112.01 WATER NELSON	1,982.50
06/20/2019	85306	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	739.34
06/20/2019	85307	VERIZON WIRELESS	WIRELESS PHONES	20.00
06/20/2019	85308	WAL-MART COMMUNITY	STATEMENT 1712	210.44

Feather River Recreation & Park District  
 Check Register  
 May through June 2019

Date	Num	Name	Memo	Credit
06/20/2019	85309	Wright, Tanny	REFUND RENTAL	105.00
06/20/2019	85311	ST. GEORGE, VALERIE	CONCERT SOUL POSSEE	100.00
06/20/2019	85312	DEBORAH PELTZER ,	CELL PHONE REIMBR	30.00
06/20/2019	85313	DANNER, ERIC	CELL PHONE REIMBR	30.00
06/20/2019	85314	HUE VANG ,	CELL PHONE REIMBR	30.00
06/20/2019	85315	JASON GRAY ,	MONTHLY CELL REIMBR	30.00
06/20/2019	85316	VALENCIA, JUSTIN.	CELL PHONE REIMBR	30.00
06/20/2019	85317	MICHELLE HUFFMAN	MONTHLY CELL PHONE REIMBR	30.00
06/20/2019	85318	SCOTT THOMPSON ,	MONTHLY CELL REIMBR	50.00
06/20/2019	85319	THOMAS GORMAN ,	CELL PHONE REIMBR	30.00
06/20/2019	85320	TORRES, MONICA.	MONTHLY CELL PHONE REIMBR	30.00
06/20/2019	85321	VALENCIA, ESTELA.	CELL REIMBR	40.00
06/20/2019	85322	ZERIMAR RAMIREZ ,	MONTHLY CELL REIMBR	30.00
06/20/2019	85323	VINCENT, KELLY	INSTRUCTOR DANCE	113.75
06/20/2019	85324	LYNNDÉE CAPUT	INSTRUCTOR FITNESS	187.20
06/20/2019	85325	RONNIE SMITH ENTERPRISES	INSTRUCTOR FITNESS	1,632.80
06/20/2019	85326-85407	PAYROLL	PAYROLL ITEMS	42,022.66
06/27/2019	85408	AFLAC	JRF86 JUN19 AFLAC	1,027.44
06/27/2019	85409	PREMIER ACCESS	JUL19 DENTAL	932.66
06/27/2019	85410	BLUE SHIELD OF CALIFORNIA	4004625 JUL19 HEALTH	7,676.97
06/27/2019	85411	HUMANA INSURANCE CO.	657103-001 jul19 life	55.20
06/27/2019	85412	COMCAST	Acct#8155600190189780 PHONE/INTERENT	420.94
06/27/2019	85413	ALPINE PORTABLE TOILET SERVICE	PORTABLE TOILETS PLAYTOWN FIRE	8,569.94
06/27/2019	85414	CALF. WATER SERVICE	Acct 520857777 5/10/19-6/11/19	8,771.15
06/27/2019	85415	CHICO RENT-A-FENCE	TEMP FENCING	175.50
06/27/2019	85416	CINTAS	JANITORIAL SUPPLIES	999.37
06/27/2019	85417	COMCAST	Acct# 8155 60 019 0233893	123.54
06/27/2019	85418	Evolution Insurance Brokers	TRAMP INSURANCE	2,500.00
06/27/2019	85419	JC NELSON SUPPLY	TRASH BAGS/GLOVES	620.98
06/27/2019	85420	Knorr Systems, Inc	POOL PARTS	242.96
06/27/2019	85421	Lincoln Aquatics	POOL CHEMICALS	7,459.73
06/27/2019	85422	LOPES, AUSHZE	REFUND CAMP	84.00
06/27/2019	85423	OROVILLE POWER EQUIPMENT	GROUPS	218.42
06/27/2019	85424	PERFECTION POOLS AND SPAS	POOL PARTS	88.61
06/27/2019	85425	RENTAL GUYS, INC.	MOWER RENTAL	518.62
06/27/2019	85426	RIEBES AUTO PARTS	TRUCK	80.55
06/27/2019	85427	SHARP'S LOCKSMITHING	REPAIR LOCK	15.95
06/27/2019	85428	SOUTH FEATHER WATER & POWER	007771-000	58.72
06/27/2019	85429	ST. GEORGE, VALERIE	6/13/19 CONCERT SOUL POSSEE	100.00
06/27/2019	85430	WATKINS PLUMBING INC.	REPAIR TOILET	198.00
Total 1010.1 - Treasury Cash - General				<u>454,602.88</u>
Total 1010 - Treasury Cash				<u>454,602.88</u>
<b>TOTAL</b>				<b><u>454,602.88</u></b>



**RESOLUTION 1914-19**

**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**

**WHEREAS**, Randolph P. Murphy, Marcia Carter, and Scott Kent Fowler are current authorized signers on all checks and bank documents associated with Bank of the West checking accounts,

**WHEREAS**, Randolph P. Murphy is no longer employed by the District and Shawn Rohrbacker was appointed as the General Manager, and

**WHEREAS**, per this resolution Marcia Carter and Scott Kent Fowler will remain as authorized signers and,

**NOW THEREFORE BE IT RESOLVED** that the Board of Directors of the Feather River Recreation and Park District hereby adopts Resolution 1914-19 authorizing the removal of the following individual as a signer on all documents associated with Bank of the West checking accounts:

- 1. Randy Murphy, General Manager

**BE IT FURTHER RESOLVED** that the Board of Directors of the Feather River Recreation and Park District also authorizes the following individuals as signers on all checks and bank documents associated with Bank of the West checking accounts:

- 1. Shawn Rohrbacker, General Manager
- 2. Scott Kent Fowler, Chairperson
- 3. Steven Rocchi, Vice Chairperson
- 4. Devin Thomas, Director
- 5. Marcia Carter, Director
- 6. Sonny Brandt, Director

**PASSED AND ADOPTED**, at a regular board meeting of the Board of Directors of the Feather River Recreation and Park District on the 23rd day of July 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest:

\_\_\_\_\_  
Scott Kent Fowler, Chairperson

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



**RESOLUTION 1915-19**

**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, ACH TRANSFERS, AND CHECK REGISTERS ASSOCIATED WITH BUTTE COUNTY TREASURY**

**WHEREAS**, Randolph P. Murphy, Marcia Carter, and Scott Kent Fowler are current authorized signers on all district checks, ACH transfers, and check registers, and

**WHEREAS**, Randolph P. Murphy is no longer employed by the District and Shawn Rohrbacker was appointed as the General Manager, and

**WHEREAS**, per this resolution Marcia Carter, Steven Rocchi, Clarence Sonny Brandt and Scott Kent Fowler will remain as authorized signers and,

**NOW THEREFORE BE IT RESOLVED** that the Board of Directors of the Feather River Recreation and Park District hereby adopts Resolution 1915-19 authorizing the removal of the following individual as signers on all district checks, ACH transfers, and check registers associated with Butte County Treasury:

- 1. Randy Murphy, General Manager

**BE IT FURTHER RESOLVED** that the Board of Directors of the Feather River Recreation and Park District also authorizes the following individuals as signers on all district checks, ACH transfers, and check registers associated with Butte County Treasury (two signatures required):

- 1. Shawn Rohrbacker, General Manager
- 2. Scott Kent Fowler, Chairperson
- 3. Steven Rocchi, Vice Chairperson
- 4. Devin Thomas, Director
- 5. Marcia Carter, Director
- 6. Clarence Sonny Brandt, Director

**PASSED AND ADOPTED**, at a regular board meeting of the Board of Directors of the Feather River Recreation and Park District on the 23rd day of July 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest:

\_\_\_\_\_  
Scott Kent Fowler, Chairperson

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



**DATE: JULY 23, 2019**

**TO: FEATHER RIVER RECREATION & PARK DISTRICT BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: FINAL FRRPD BUDGET 2019-20**

**SUMMARY**

Annually the Feather River Recreation and Park District hosts a budget workshop for the upcoming fiscal year. The workshop was held in April 2019, and the Board gave consensus to budget changes staff recommended, as noted in this staff report.

**PURCHASES/CHANGES TO THE 2019-20 BUDGET: STAFF RECEIVED BOARD CONCENUS TO CHANGE THE FOLLOWING BUDGET ITEMS:**

To continue with the budget process both accurately and efficiently, staff will received Board consensus to change budget items listed below at the April 2019 budget workshop.

1. Add a full-time Maintenance I position
2. Board agreement of pay-scales presented
3. Increase health benefit employer contribution to \$750/month per employee
4. Remove Executive Assistant position and add Executive Administrator Jun19
5. Utilize \$60k of Equipment Reverses to be used to purchase Bobcat
6. Fixed Asset purchase: Bobcat w/attachments and an additional Utility Truck
7. Support Tax Revenue BAD max increase, budget includes addtl \$8.5k



## **BUDGET OVERVIEW & BUDGET BY DEPARTMENTS**

### **SUMMARY: CHANGES TO REVENUE 2019-20**

- **4100 Tax Revenue:** Tax revenue is subject to change, received increased tax revenue April 2019 tax revenue. Increase home sales results in increase property value.
- **4150 BAD Tax Revenue:** Request Board and BAD committee to accept annual increase. Estimated near 3% increase is approximately \$8.5k annual money 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.
- **4300 Program Revenue:** 2018-19 did not see the growth originally planned, due to multiple reasons. 2019-20 there are both increased rates and programming scheduled. The increased programming budget is obtainable and reasonable growth in Recreation, Rentals, Aquatics, Preschool, and Camp.
- **4300 Program Revenue:** Gymnastics Program Increased budget revenue more than \$200k from actual revenue received 2018-19. Budget total \$425k for the 2019-20 year, Supervisor plans to dramatically change structure of the program and added programs. With increased budgeted revenue, there is an extraordinary increase to the expense budget compared to previous years: Gym operating expense budget total \$380k before debt expense.
- **4400 Donation/Fundraiser:** Active fundraising/donation seeking is imperative to the Districts prosperity.

**\*\*\* Board consensus received: support BAD maximum increase in budget estimated at an additional \$8.5k**

## **PAYROLL**

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

- Minimum wage increase to \$13 hourly staff/\$26 hour salary staff effective January 1<sup>st</sup> 2020. See attached pay-scales
- Add Full-time position: Maintenance I. Financial impact: \$47.4k total cost to District



- Job title/description change: remove Executive Assistant (hourly). Replace with Executive Administrator (salary). Effective June 2019.
- Increase health benefit Employer Contribution from \$700 to \$750, see detailed comments below: Maximum financial impact \$9k total
- Workers Compensation rate increase: modifier increased to 157%. Overall financial impact additional \$20k
- CalPERS employer rates for 2019-20: Classic 9.680% increase .78% and PEPR 6.985% increase .14%
- Per Board of Directors increase GM salary range \$90-110k

### **Open/Add FULL-TIME MAINT I POSITION**

Additional FT Maintenance I, providing coverage in parks later in the day. Coverage on afternoon rentals, evening game sports field prep. Another FT staff will allow 1 person designated to both sports field maintenance and Riverbend demands, while ensuring all other parks and fields are well remain maintained by entire crew. This will be a total of six full-time maintenance crew, plus the Park Supervisor.

### **HEALTH INSURANCE RATES**

Based on 15 Full-time staff (adding an additional FT Maint I position 2019-20). Employee rate increase up to 12% expected in the 2019-20 fiscal year. Current annual cost to the District, if max allowance is used by all staff: \$126k Increase monthly contribution, if max allowance is used by all staff: \$135k

Maximum increased financial impact to the District in 2019-20 \$9k

**\*\* Board consensus received: Pay-scales accepted**

**\*\* Board consensus received: Executive Assistant to Executive Administrator effective June 2019**

**\*\* Board consensus received: Increase employer contribution benefit \$750/mo.**

**\*\* Board consensus received: FT Maintenance I position remain in budget**

### **CIP/FIXED ASSET BUDGET**

#### **LEASING MAINTENANCE VEHICLES AND EQUIPMENT PURCHASE**

**Budget includes:**

\$55k Utility Truck (finance)

\$60k Bobcat and attachments purchase (utilizing reserves)

\$25k Small gym floor replace (board approved, staff postponed until summer 2019)





- **PURCHASE/LEASE UTILITY TRUCK**

Existing vehicles are consistently breaking down and in need of costly repairs that outweigh the value of the vehicles. FRRPD has spent over \$27k in the past 2.5 fiscal years on vehicle repairs, granted some of the cost are routine maintenance.

2019-20 budget includes the lease to own financing of one (1) additional F-250 Ford trucks. 2017-18 the District purchased one (1) of three (3) F-250 Ford trucks approved in the budget. 2019-20 staff is requesting to purchase an additional one (1) F-250 utility truck and finance the same as the previous truck, which proved to be a great deal and excellent truck for the maintenance department. At this time, staff is requesting to move forward with the lease to own one (1) additional utility truck king cab spending up to \$55k.

Financing price includes full maintenance program to 100k miles, monthly lease charge and tax. Quote is based on annual mileage of 20K.

Budgeted to spend up to \$55k, however staff is always conscious of price and researching best deals. Staff is currently recommending a King Cab Utility Truck.

**\*\* Board consensus received: Budget Fixed Asset Utility Truck up to \$55k**

### **PURCHASE OF BOBCAT AND ATTACHMENTS**

In 2017 the Board of Directors adopted and passed Resolution 1357-17 approving the purchase of a Compact Track Loader (Bobcat) with attachments up to \$55k. Due to multiple reasons, staff did not move forward with this equipment purchase. Now staff is ready to purchase and included in Fixed Asset budget presented today up to \$60k, using equipment reserves.

- Bobcats are one of the most commonly used pieces of equipment used by Park Districts. This piece of equipment can move large amounts of dirt during irrigation and trench projects, tree planting, fence post drilling, loading and unloading material. It is a versatile machine that can be adapted to numerous tasks.
- In the past the District has rented this equipment due to the lack of funds for purchasing a Bobcat. Owning this piece of equipment would allow crew to respond to repair requests immediately without having to arrange for a rental including ordering the equipment and waiting for delivery. This is particularly useful for emergency work as well as scheduled work.

**\*\* Board consensus received: Keep in budget Fixed Asset Bobcat \$60k**





## **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 \$374,594 at the county treasury. Staff recommendation:

- Add \$10k to Elections Reserves
- Add \$8.9k to General Reserves (per board policy, 1% Program revenue)
- Deduct \$60k Equipment Reserve to purchase Bobcat

Total Reserve Balance as of 7/1/18	Change to reserve 7/1/19 2019-20 Reserve Provision	Total Reserve Balance 7/1/19 f/year: 2019-2020
Imprest/Petty Cash 1,000		1,000
Elections 30,000	10,000	40,000
General 233,594	8,900	242,494
Equipment 90,000	(60,000)	30,000
General restricted 20,000		20,000
<b>374,594</b>	<b>(41,100)</b>	<b>333,494</b>

**\*\* Board consensus received: Utilize \$60k equip reserves for Bobcat purchase**

## **ORGANIZATIONAL STRUCTURE**

Annually the District adopts an Organizational Structure chart that is in compliance with current job descriptions. 2019-20 has had several changes to the Org Chart (job descriptions added during 2018-19, and changes/adding was presented at budget workshop). Staff will present the Org Chart at the public hearing meeting in July 2019.

## **PARK AND FACILITY GOALS/ANNUAL STRATEGIC PLAN:**

Last updated: January 2017 the Board of Directors adopted the Park and Facility Goals and Annual Strategic Plan. Staff continues to work from the 2017 list. During the 2019-20 fiscal year, the Annual Goals Workshop will be scheduled to update goals and strategic plan.

End of staff report

Thank you for your time,

Deborah Peltzer, Business Manager

FRRPD PROPOSED BUDGET 2019-20	Audited 2017/18	Projected 2018/19	Budget 2018/19	Budget 2019/20	Business Manager comments
Ordinary Income/Expense	Actual	Estimated 2018/19	Budget	Budget	
Income		Estimated	Approved Budget	Proposed Budget	
4100 - Tax Revenue	\$ 1,644,859	\$ 1,665,000	\$ 1,600,000	\$ 1,700,000	Estimated: Subject to change, still researching
4150 - Tax Revenue (BAD)	\$ 264,639	\$ 270,100	\$ 280,329	\$ 288,873	Includes max BAD increase .44 cents per home annual increase total \$8.5k annual
4350 - Discounts & Credits	\$ (6,580)	\$ (6,000)	\$ (12,550)	\$ (7,440)	
4300 - Program Income	\$ 959,826	\$ 882,000	\$ 1,015,000	\$ 1,126,595	Gymnastics added \$225k revenue vs 2018-19 actual revenue
<b>Total Tax/Program Income</b>	<b>\$ 2,862,744</b>	<b>\$ 2,811,100</b>	<b>\$ 2,882,779</b>	<b>\$ 3,108,028</b>	
4400 - Donation & Fundraising Income	\$ 11,993	\$ 15,000	\$ 9,000	\$ 20,000	Active fundraiser/donation seeking a must for the District's prosperity
4500 Grant/Reimbursed Expense Income	\$ 45,618	\$ 9,120	\$ 43,500	\$ 30,000	
4600 - Other Income	\$ 180	\$ 80	\$ 500	\$ 200	
4900 - Interest Income	\$ 11,140	\$ 9,625	\$ 8,000	\$ 9,000	
4905 - Interest Income - BAD	\$ 1,357	\$ 1,300	\$ 875	\$ 1,000	
<b>Total Income</b>	<b>\$ 2,933,032</b>	<b>\$ 2,846,225</b>	<b>\$ 2,944,654</b>	<b>\$ 3,168,228</b>	
<b>Expense</b>					
<b>Payroll Expenses</b>					Payroll changes:
5010 - Wages & Salaries	\$ 1,167,580	\$ 1,210,000	\$ 1,409,284	\$ 1,504,681	1 Full time position added: Maintenance I/ increase GM salary range
5020 - Employer Taxes	\$ 120,555	\$ 128,000	\$ 152,320	\$ 145,299	Changed Exec Asst Hourly to Exec Adminstor Salary
5030 - Employee Benefits	\$ 129,820	\$ 154,000	\$ 165,979	\$ 188,637	Employer Contribution Health benefits \$750/mo.
5040 - Workers Comp	\$ 38,585	\$ 55,000	\$ 61,909	\$ 74,216	2019-20 Workers Comp rate increase \$20k
5060 Labor/Benefits CIP Projects	\$ -	\$ -	\$ -	\$ -	increase GM salary range per Board of Directors
<b>Total 5000 - Payroll Expenses w/o Unfunded Liab</b>	<b>\$ 1,456,540</b>	<b>\$ 1,547,000</b>	<b>\$ 1,789,492</b>	<b>\$ 1,912,833</b>	
5031 GASB 68 Benefit Expense	\$ 24,691	\$ 35,330	\$ 36,762	\$ 54,000	
5033 GASB Annual Audit Adjustment (year-end adj)	\$ 91,678				
<b>Payroll w/ GASB Expense</b>	<b>\$ 1,572,909</b>	<b>\$ 1,582,330</b>	<b>\$ 1,826,254</b>	<b>\$ 1,966,833</b>	
5100 - Advertising & Promotion	\$ 6,427	\$ 8,250	\$ 10,000	\$ 10,000	
5110 - Bad Debt					
5120 - Bank Fees	\$ 11,605	\$ 10,500	\$ 13,000	\$ 14,000	
5130 - Charitable Contributions	\$ 2,500	\$ 9,700	\$ 2,500	\$ 2,500	
5140 - Copying & Printing	\$ 10,618	\$ 10,000	\$ 12,000	\$ 11,000	
5155 Employment Screening	\$ 2,238	\$ 2,000	\$ 3,100	\$ 2,464	
5160 - Dues, Mbrshps & Publications	\$ 14,512	\$ 12,000	\$ 14,000	\$ 9,000	Adjust cost of software subscriptions to g/ 5188
5170 - Education & Development	\$ 5,479	\$ 9,000	\$ 15,000	\$ 5,000	Gymnastics added \$2k
5175 - Equipment Rental/Lease	\$ 3,761	\$ 12,000	\$ 5,600	\$ 4,000	
<b>Total 5100-5175</b>	<b>\$ 57,140</b>	<b>\$ 73,450</b>	<b>\$ 75,200</b>	<b>\$ 57,964</b>	
<b>Equipment, Tools &amp; Furn (&lt;\$5k)</b>					
5182 - Operating ET&F	\$ 2,192	\$ 4,500	\$ 2,500	\$ 2,900	
5184 - Program ET&F	\$ 11,572	\$ 6,500	\$ 15,450	\$ 11,100	Gymnastics added \$4k
5186 - Site/Shop ET&F	\$ 7,443	\$ 13,500	\$ 13,500	\$ 20,000	Maint add \$10k, replace ATV and Backho attachments
5187 IT Computers/Hardware ET&F	\$ 11,482	\$ 17,000	\$ 20,000	\$ 20,000	Hardware: Servers, PCs, iPad, Printers, etc.
5188 IT Computers/Software ET&F	\$ -	\$ -	\$ -	\$ 13,000	New account. Software Subscriptions and Updates (previously used 5160)
<b>Total 5180 - Equipment, Tools &amp; Furn (&lt;\$5k)</b>	<b>\$ 32,689</b>	<b>\$ 41,500</b>	<b>\$ 51,450</b>	<b>\$ 67,000</b>	
5200 - Insurance	\$ 46,084	\$ 53,100	\$ 52,500	\$ 60,000	Property/Liability increase 47% appro \$12k. Plus auto and tramp insurance
5210 - Interest Expense	\$ 1,554	\$ 1,475	\$ 3,600	\$ 3,300	
5225 - Postage & Delivery	\$ 1,512	\$ 1,000	\$ 3,200	\$ 1,200	
<b>Total 5200-5225</b>	<b>\$ 49,150</b>	<b>\$ 55,575</b>	<b>\$ 59,300</b>	<b>\$ 64,500</b>	
<b>Professional &amp; Outside Svcs</b>					
5232 - Accounting	\$ 26,113	\$ 25,000	\$ 32,000	\$ 25,000	
5233 - Bands/Recreation	\$ 1,000	\$ 1,000	\$ 1,900	\$ 2,150	
5234 - Board Stipends	\$ 10,800	\$ 10,600	\$ 12,000	\$ 12,000	
5235 - Recreation Instructors	\$ 26,005	\$ 24,240	\$ 30,400	\$ 52,150	Gymnastics added \$15k
5236 - Legal	\$ 62,947	\$ 21,450	\$ 18,000	\$ 18,000	
5237 - Contract Janitorial	\$ 60,600	\$ 67,275	\$ 69,000	\$ 76,625	
5239 Outside Admin & Consulting	\$ 98,579	\$ 87,750	\$ 57,000	\$ 57,000	Master Plan update added \$20k

FRRPD PROPOSED BUDGET 2019-20	Audited 2017/18	Projected 2018/19	Budget 2018/19	Budget 2019/20	Business Manager comments
Ordinary Income/Expense	Actual	Estimated 2018/19	Budget	Budget	
<b>Total 5230 - Professional &amp; Outside Svcs</b>	\$ 286,044	\$ 238,215	\$ 220,300	\$ 242,925	
5250 - Rent	\$ 230	\$ -	\$ -	\$ -	
<b>Total 5250</b>	\$ 230	\$ -	\$ -	\$ -	
<b>Repairs &amp; Maintenance</b>					
5261 - Building R&M	\$ 28,242	\$ 37,000	\$ 40,000	\$ 40,000	
5262 - Equipment R&M	\$ 10,806	\$ 17,000	\$ 18,000	\$ 17,500	
5263 - General R&M	\$ 4,950	\$ 20,000	\$ 25,000	\$ 20,000	
5264 - Grounds R&M	\$ 24,938	\$ 30,000	\$ 40,000	\$ 40,000	Maint added tree arborist maintenance. Riverbend open
5265 - Janitorial supplies	\$ 25,972	\$ 22,000	\$ 29,500	\$ 29,500	
5266 - Vandalism Repair	\$ 13,115	\$ 5,000	\$ 10,000	\$ 8,000	
5267 - Vehicle R&M	\$ 5,223	\$ 14,000	\$ 6,000	\$ 4,000	
5268 Aquatics Pool R&M	\$ 33,214	\$ 40,000	\$ 45,000	\$ 35,000	
5269 Outside Contractor R&M	\$ 12,742	\$ 20,000	\$ 20,000	\$ 15,000	
<b>Total 5260 - Repairs &amp; Maintenance</b>	\$ 159,202	\$ 205,000	\$ 233,500	\$ 209,000	
5270 - Security	\$ 5,348	\$ 15,000	\$ 15,000	\$ 25,000	Maint added cameras/alarmed Riverbend Bathrooms, Pools, etc.
<b>Total 5270</b>	\$ 5,348	\$ 15,000	\$ 15,000	\$ 25,000	
<b>Supplies - Consumable</b>					
5281 Misc Staff & Uniform Expenses	\$ 8,660	\$ 11,000	\$ 9,000	\$ 9,000	
5282 - Office Supplies	\$ 5,496	\$ 5,500	\$ 6,250	\$ 6,000	
5284 - Program Food	\$ 11,209	\$ 12,400	\$ 12,400	\$ 13,625	
5286 - Program Supplies	\$ 25,533	\$ 16,000	\$ 29,500	\$ 79,800	Gymnastics added \$61.8k program expenses
5287 Safety Supplies	\$ 3,548	\$ 3,500	\$ 3,500	\$ 5,075	
5289 - Site Supplies	\$ 1,276	\$ 1,000	\$ 2,200	\$ 1,000	
<b>Total 5280 - Supplies - Consumable</b>	\$ 55,722	\$ 49,400	\$ 62,850	\$ 114,500	
5290 - Taxes, Lic., Notices & Permits	\$ 4,487	\$ 5,000	\$ 5,000	\$ 5,125	
5300 - Telephone/Internet	\$ 11,573	\$ 13,100	\$ 14,000	\$ 14,000	
<b>Total 5290-5300</b>	\$ 16,060	\$ 18,100	\$ 19,000	\$ 19,125	
<b>Transportation, Meals &amp; Travel</b>					
5312 - Air, Lodging, Other Travel	\$ 3,183	\$ 6,000	\$ 5,000	\$ 7,000	Gymnastics added \$2k
5314 - Fuel	\$ 18,741	\$ 25,000	\$ 21,750	\$ 29,000	
5316 - Meals	\$ 575	\$ 600	\$ 1,000	\$ 500	
5318 - Mileage	\$ 2,178	\$ 1,500	\$ 2,500	\$ 2,000	
<b>Total 5310 - Transportation, Meals &amp; Travel</b>	\$ 24,677	\$ 33,100	\$ 30,250	\$ 38,500	
<b>5320 - Utilities</b>					
5322 - Electric	\$ 105,520	\$ 109,000	\$ 110,000	\$ 115,000	
5324 - Garbage	\$ 20,752	\$ 21,500	\$ 23,300	\$ 25,000	
5326 - Gas/Propane	\$ 5,510	\$ 7,300	\$ 5,900	\$ 7,000	
5328 - Sewer	\$ 3,855	\$ 4,000	\$ 4,000	\$ 5,500	
5329 - Water	\$ 79,243	\$ 100,000	\$ 95,000	\$ 108,000	
<b>Total 5320 - Utilities</b>	\$ 214,880	\$ 241,800	\$ 238,200	\$ 260,500	
<b>Total Expense</b>	\$ 2,474,051	\$ 2,553,470	\$ 2,831,304	\$ 3,065,847	
<b>Net Ordinary Income Less Expenses</b>	\$ 458,982	\$ 292,755	\$ 113,350	\$ 102,381	
Debt Interest Expense	\$ 117,429	\$ 109,825	\$ 109,825	\$ 102,018	
<b>Total expenses including Debt Interest</b>	\$ 2,591,480	\$ 2,663,295	\$ 2,941,129	\$ 3,167,865	
<b>Net Profit/(Loss) Year End</b>	\$ 341,553	\$ 182,930	\$ 3,525	\$ 363	
* Depreciation is not a cash expense, but is included in the annual operating budget	\$ 410,938	\$ 450,000	\$ 500,000	\$ 550,000	
<b>Principal Loan Payment</b>	\$ 220,735	\$ 229,240	\$ 229,240	\$ 236,960	

FRRPD PROPOSED BUDGET 2019-20	Audited 2017/18	Projected 2018/19	Budget 2018/19	Budget 2019/20	Business Manager comments
Ordinary Income/Expense	Actual	Estimated 2018/19	Budget	Budget	
<b>ADDED: EXTRAORDINARY INCOME/EXPENSE including Impact Fees Collected, Riverbend Insurance Proceeds and Flood Expenses</b>					
<b>Extraordinary Income</b>					
Impact Fees Restricted Income: includes interest in Impact Account	\$ 52,366	\$ 80,000	\$ 35,000	\$ 55,000	
FEMA: Anticipated Flood Reimbursement from FEMA (Insurance Deductible FRRPD out of pocket)	\$ 250,000	\$ (250,000)			
Insurance Proceeds collected, Riverbend Flood claim	\$ 3,096,270	\$ 1,836,817	\$ 2,000,000		
SBF Grant \$750k Nelson Pool upgrade/\$267k Trail extension				\$ 1,017,000	
<b>Extraordinary Expenses</b>					
Construction of Riverbend	\$ 1,394,910	\$ 2,000,000	\$ 2,000,000	\$ 1,200,000	
Riverbend Flood Expenses: District paid out of pocket toward deductible (see line 109, expenses applied to anticipates reimb from FEMA/Insurance)	\$ 89,496	\$ 151,000			
SBF Grant FRRPD matching funds 50%: Impact, Project fund, General Fund, Fundraisers and Reverses if needed				\$ 350,000	188K PROJECT/BAL AQUATICS/PARKLAND IMPACT
GM Murphy requested BOD to transfer \$350k Insurance Proceeds to reimburse General Fund for Admin on Riverbend Project				\$ 350,000	Insurance Proceeds to General Fund: allocation \$140k Act Center roof replace, \$75k upgrade IT equipment/software, \$50k Nelson Field light replace, \$85k feasibility study/survey additional tax assessment
Gain/Loss on Disposed Fixed Assets (16-17 reflects Riverbend Flood loss)	\$ -				
<b>Following info used for reporting to County: Per Board Policy Capital Improvement Projects/Purchases requires Board Approval</b>					
<b>COUNTY RESERVES</b>			<b>Total Reserve Balance</b>	<b>Change to reserve 7/1/19</b>	<b>Total Reserve Balance</b>
<b>Reserves Explain</b>			<b>as of 7/1/18, including provisions</b>	<b>2019-20 Reserve Provision</b>	<b>7/1/2019</b>
Imprest (Petty Cash, reallocated to \$1k every year, carryover)			\$ 1,000		\$ 1,000
2019-20 add \$10k toward Nov20 Election, 3 seats open			\$ 30,000	\$ 10,000	\$ 40,000
7/1/19 add 1% Program Income per Policy			\$ 233,594	\$ 8,900	\$ 242,494
Equipment Reserves. \$50k deduct purchase Bobcat			\$ 90,000	\$ (60,000)	\$ 30,000
General Reserve (Natural Disaster, annual carry over)			\$ 20,000		\$ 20,000
<b>TOTAL RESERVES:</b>			<b>\$ 374,594</b>	<b>\$ (41,100)</b>	<b>\$ 333,494</b>
<b>County Budget 2018-19 Fixed Asset (mid-year adjustment if needed as Projects/Grants become available)</b>	<b>Actual Fixed Assets 2017/18 EXCLUDING RIVERBEND CONSTRUCTION</b>	<b>Estimated Fixed Assets 2018/19 EXCLUDING RIVERBEND CONSTRUCTION</b>	<b>Budget Fixed Assets 2018/19 Excluding Riverbend Construction</b>	<b>Budget Fixed Assets 2018/19 Excluding Riverbend Construction/SBF Grant Nelson</b>	
Fixed Assets General Fund county g/l 560 Fund 2600	\$ 287,786	\$ 83,497	\$ 188,850	\$ 200,000	<b>PROPOSED PURCHASES/PROJECTS BELOW</b>
Fixed Assets SBF Grant Nelson Pool	\$ -			\$ 1,367,000	<b>SBF GRANT TRAIL/ NELSON UPGRADES</b>
<b>2018/19 Fixed Asset detailed as of 3/1/19</b>					
<b>EXCLUDING RIVERBEND</b>	\$ 110,423		\$ 188,850	\$ 200,000	<b>Proposed Purchases/Projects 2019/20: seeking Board approval</b>
Palermo Park: Drain repair, ADA upgrades, play structure install (total estimated cost)	\$ 5,200	\$ 42,176	\$ 29,000		\$60k Bobcat plus attachments (reserves)
Berry Creek Bathroom in progress Impact Fees	\$ 8,495	\$ 34,000			\$55k F250 Utility Truck (finance) spending up to \$55k King Cab
Elite Trampoline Bed/Frame 7x14	\$ 38,374	\$ 7,321			\$25k Sport Floor Small Gym Approved (Gen Fund/Public Use Impact Fees)
	\$ 8,673				\$20K install Palermo Playground (Board Approved 2018-19)
	\$ 91,902				
	\$ 24,719				
Total Fixed Assets by Fiscal Year (not including Riverbend)	\$ 287,786	\$ 83,497	\$ 217,850	\$ 200,000	excluding SBF Grant Projects
<b>F/Year Appropriation Limit</b>	<b>\$</b>	<b>\$ 3,537,031</b>	<b>\$ 3,684,808</b>	<b>\$ 3,844,658</b>	

FRRPD: 2019-20 FRRPD BUDGET		GE1-Gen Op	GE3- Maint	Recreation AQUATICS	Recreation CLASSES	Recreation SPORTS YOUTH/ADULT	TOTAL RECREATION TOTAL CLASS, AQUATIC, SPORTS	EVENTS	RENTALS EXCLUDING GYM MEET RENTALS	TOTAL GYMNASSTICS Includes Fac Rental/Gym Meets	TOTAL SCHOOL/CAMP	TOTAL BUDGET 17-18
		ADMIN & IMPACT	MAINT & BAD	AQ-Aquatics	CL-Classes	SPORTS		Total EV-Events	Total RE-Rentals	TOTAL GYM	Total SC-School	
Ordinary Income/Expense												
Income												
4100 - Tax Revenue	1,700,000			0	0	0	0	0	0	0	0	1,700,000
4150 - Tax Revenue (BAD)		288,873		0	0	0	0	0	0	0	0	288,873
4350 - Discounts & Credits				(100)	(900)	0	(1,000)	0	(240)	(3,000)	(3,200)	(7,440)
4300 - Program Income - Other				48,000	69,000	60,000	177,000	6,800	44,000	421,295	477,500	1,126,595
Total Tax and Program Income	1,700,000	288,873		47,900	68,100	60,000	176,000	6,800	43,760	418,295	474,300	3,108,028
4400 - Donation & Fundraising Income	9,500			500	0	0	500	8,000	0	0	2,000	20,000
4500 - Grant/Reimbursed Expenses Income	29,750			0	0	0	0	250	0	0	0	30,000
4600 - Other Income		200		0	0	0	0	0	0	0	0	200
4900 - Interest Income	9,000			0	0	0	0	0	0	0	0	9,000
4905 - Interest Income - BAD		1,000		0	0	0	0	0	0	0	0	1,000
Total Income	1,748,250	290,073		48,400	68,100	60,000	176,500	15,050	43,760	418,295	476,300	3,168,228
Gross Profit	1,748,250	290,073		48,400	68,100	60,000	176,500	15,050	43,760	418,295	476,300	3,168,228
EXPENSES												
5000 - Payroll Expenses				0	0	0	0	0	0	0	0	0
5010 - Wages & Salaries	400,326	412,172		41,693	17,340	37,570	96,603	9,614	0	212,436	373,530	1,504,681
5020 - Employer Taxes	35,833	37,976		5,774	2,402	5,203	13,379	1,169	0	18,855	38,087	145,299
5030 - Employee Benefits	65,237	85,211		0	0	0	0	0	0	12,644	25,545	188,637
5040 - Workers Comp	8,124	46,369		1,834	477	1,033	3,344	264	0	5,842	10,273	74,216
5060 - Labor/Benefits CIP Projects				0	0	0	0	0	0	0	0	0
Total 5000 - Payroll Expenses	509,520	581,728		49,301	20,219	43,806	113,326	11,047	0	249,777	447,435	1,912,833
5031 - GASB 88 Benefit Expense	54,000			0	0	0	0	0	0	0	0	54,000
5033 Annual GASB Auditor Adj				0	0	0	0	0	0	0	0	0
TOTAL PAYROLL WITH GASB	563,520	581,728		49,301	20,219	43,806	113,326	11,047	0	249,777	447,435	1,966,833
5100 - Advertising & Promotion	8,575			0	25	0	25	550	0	200	650	10,000
5110 - Bad Debt				0	0	0	0	0	0	0	0	0
5120 - Bank Fees	14,000			0	0	0	0	0	0	0	0	14,000
5130 - Charitable Contributions	2,500			0	0	0	0	0	0	0	0	2,500
5140 - Copying & Printing	11,000			0	0	0	0	0	0	0	0	11,000
5155 Employment Screen	205	452		408	68	272	748	0	0	272	787	2,464
5160 - Dues, Mbrshps & Publications	8,700			300	0	0	300	0	0	0	0	9,000
5170 - Education & Development	2,250	1,500		0	0	0	0	0	0	2,000	500	6,250
5175 - Equipment Rental/Lease		2,850		0	0	0	0	1,150	0	0	0	4,000
5180 - Equipment, Tools & Furn (<\$5k)				0	0	0	0	0	0	0	0	0
5182 - Operating ET&F	800	1,000		500	0	0	500	0	0	400	200	2,900
5184 - Program ET&F				1,000	200	2,500	3,700	400	0	5,000	2,000	11,100
5186 - Site/Shop ET&F		20,000		0	0	0	0	0	0	0	0	20,000
5187 - IT Computer/Hardware	16,400	1,000		0	0	300	1,300	0	0	300	1,000	20,000
5188 - IT Computer/Software Subscriptions	12,700			0	0	300	300	0	0	0	0	13,000
Total 5180 - Equipment, Tools & Furn (<\$5k)	29,900	22,000		1,500	200	3,100	4,800	400	0	5,700	3,200	67,000
5200 - Insurance	31,000	22,000		0	0	0	0	0	0	7,000	0	60,000
5210 Interest Expense		3,300		0	0	0	0	0	0	0	0	3,300
5225 - Postage & Delivery	1,200			0	0	0	0	0	0	0	0	1,200
5230 - Professional & Outside Svcs				0	0	0	0	0	0	0	0	0
5232 - Accounting	26,000			0	0	0	0	0	0	0	0	26,000
5233 - Bands/Recreation				0	0	0	0	2,150	0	0	0	2,150
5234 - Board Stipends	12,000			0	0	0	0	0	0	0	0	12,000
5235 - Recreation Instructors				1,250	26,300	0	27,550	0	0	24,600	0	52,150
5236 - Legal	18,000			0	0	0	0	0	0	0	0	18,000
5237 - Contract Janitorial		76,625		0	0	0	0	0	0	0	0	76,625
5238 - Other Outside Labor (inactive code)				0	0	0	0	0	0	0	0	0
5239 - Outside Admin Consulting	42,000	15,000		0	0	0	0	0	0	0	0	57,000
Total 5230 - Professional & Outside Svcs	98,000	91,625		1,250	26,300	0	27,550	2,150	0	24,600	0	243,925
5250 - Rent				0	0	0	0	0	0	0	0	0
5260 - Repairs & Maintenance				0	0	0	0	0	0	0	0	0
5261 - Building R&M		40,000		0	0	0	0	0	0	0	0	40,000
5262 - Equipment R&M		15,500		0	0	0	0	0	0	2,000	0	17,500
5263 - General R&M		19,000		0	0	0	0	1,000	0	0	0	20,000
5264 - Grounds R&M		40,000		0	0	0	0	0	0	0	0	40,000
5265 - Janitorial Supplies		27,600		0	0	0	0	0	0	1,900	0	29,500
5266 - Vandalism Repair		8,000		0	0	0	0	0	0	0	0	8,000
5267 - Vehicle R&M		4,000		0	0	0	0	0	0	0	0	4,000
5268 - Aquatics Pool R&M		40,000		0	0	0	0	0	0	0	0	40,000
5269 - Outside Contractor R&M		15,000		0	0	0	0	0	0	0	0	15,000
Total 5260 - Repairs & Maintenance	0	209,100		0	0	0	0	1,000	0	3,900	0	214,000
5270 - Security		25,000		0	0	0	0	0	0	0	0	25,000
5280 - Supplies - Consumable				0	0	0	0	0	0	0	0	0
5281 - Staff & Uniform Supplies	2,175	4,800		925	0	700	1,625	0	0	100	300	9,000
5282 - Office Supplies	6,000			0	0	0	0	0	0	0	0	6,000
5284 - Program Food				0	25	0	25	550	0	0	13,050	13,625
5286 - Program Supplies				500	250	3,200	3,950	3,350	0	65,500	7,000	79,800
5287 - Safety Supplies	350	3,000		900	0	275	1,175	200	0	200	150	5,075
5288 - Safety & Staff Supplies				0	0	0	0	0	0	0	0	0
5289 - Site Supplies		1,000		0	0	0	0	0	0	0	0	1,000
Total 5280 - Supplies - Consumable	8,525	8,800		2,325	275	4,275	6,875	4,100	0	65,800	20,500	114,600
5290 - Taxes, Lic., Notices & Permits	2,200	2,050		0	0	0	0	125	0	0	750	5,125
5300 - Telephone/Internet	7,130	5,520		0	0	0	0	240	0	360	750	14,000
5310 - Transportation, Meals & Travel				0	0	0	0	0	0	0	0	0
5312 - Air, Lodging, Other Travel	4,800	200		0	0	0	0	0	0	2,000	0	7,000
5314 - Fuel		28,700		0	0	0	0	0	0	0	300	29,000
5316 - Meals	500			0	0	0	0	0	0	0	0	500
5318 - Mileage	1,225	100		0	0	250	250	225	0	50	150	2,000
Total 5310 - Transportation, Meals & Travel	6,525	29,000		0	0	250	250	225	0	2,050	450	38,500
5320 - Utilities				0	0	0	0	0	0	0	0	0
5322 - Electric	11,250	70,000		0	7,650	0	7,650	0	0	11,250	14,850	115,000
5324 - Garbage	1,350	19,275		0	918	0	918	325	0	1,350	1,782	25,000
5326 - Gas/Propane	1,075	2,700		0	731	0	731	0	0	1,075	1,419	7,000
5328 - Sewer		5,500		0	0	0	0	0	0	0	0	5,500
5329 - Water	2,200	99,200		0	1,496	0	1,496	0	0	2,200	2,904	108,000
Total 5320 - Utilities	15,875	196,675		0	10,795	0	10,795	325	0	15,875	20,955	260,500
Total Expense	811,105	1,201,600		55,084	57,882	51,703	164,669	21,312	0	377,534	495,977	3,073,097
Net Ordinary Income Loss/Gain	937,145	(911,527)		(6,684)	10,218	8,297	11,831	(6,262)	43,760	40,761	(19,677)	96,031
Other Income/Expense												
Other Income												
4200 - Impact Fee Income	0			0	0	0	0	0	0	0	0	0
4910 - Interest Income - Impact Fees	0			0	0	0	0	0	0	0	0	0
9900 - Gain/(Loss) on Asset disposal				0	0	0	0	0	0	0	0	0
Total Other Income	0			0	0	0	0	0	0	0	0	0
Other Expense												
7210 - Debt Interest Expense	12,548	0		0	20,647	0	20,647	0	0	45,882	22,941	102,018
Total Other Expense	12,548	0		0	20,647	0	20,647	0	0	45,882	22,941	102,018
Net Other Income	(12,548)	0		0	(20,647)	0	(20,647)	0	0	(45,882)	(22,941)	(102,018)
Net Profit/Loss	924,597	(911,527)		(6,684)	(10,429)	8,297	(8,816)	(6,262)	43,760	(5,121)	(42,620)	(6,887)





**FRRPD 2019-20 Full Time Pay Scale**

July 2019-December 2019

3% Step Scale July 2019-Dec 2019

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	\$ 24.00	\$ 24.72	\$ 25.46	\$ 26.23	\$ 27.01	\$ 27.82	\$ 28.66	\$ 29.52	\$ 30.40	\$ 31.31
Business Manager	\$ 24.00	\$ 24.72	\$ 25.46	\$ 26.23	\$ 27.01	\$ 27.82	\$ 28.66	\$ 29.52	\$ 30.40	\$ 31.31
Recreation Supervisor	\$ 24.00	\$ 24.72	\$ 25.46	\$ 26.23	\$ 27.01	\$ 27.82	\$ 28.66	\$ 29.52	\$ 30.40	\$ 31.31
Gymnastics Recreation Supervisor	\$ 24.00	\$ 24.72	\$ 25.46	\$ 26.23	\$ 27.01	\$ 27.82	\$ 28.66	\$ 29.52	\$ 30.40	\$ 31.31
Recreation Coordinator	\$ 15.50	\$ 15.97	\$ 16.44	\$ 16.94	\$ 17.45	\$ 17.97	\$ 18.51	\$ 19.06	\$ 19.63	\$ 20.22
Director of Children Services	\$ 24.00	\$ 24.72	\$ 25.46	\$ 26.23	\$ 27.01	\$ 27.82	\$ 28.66	\$ 29.52	\$ 30.40	\$ 31.31
Assistant Director-Children Services	\$ 15.50	\$ 15.97	\$ 16.44	\$ 16.94	\$ 17.45	\$ 17.97	\$ 18.51	\$ 19.06	\$ 19.63	\$ 20.22
Park Supervisor	\$ 24.00	\$ 24.72	\$ 25.46	\$ 26.23	\$ 27.01	\$ 27.82	\$ 28.66	\$ 29.52	\$ 30.40	\$ 31.31
Maintenance Worker III	\$ 20.00	\$ 20.60	\$ 21.22	\$ 21.85	\$ 22.51	\$ 23.19	\$ 23.88	\$ 24.60	\$ 25.34	\$ 26.10
Maintenance Worker II	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Maintenance Worker I	\$ 14.00	\$ 14.42	\$ 14.85	\$ 15.30	\$ 15.76	\$ 16.23	\$ 16.72	\$ 17.22	\$ 17.73	\$ 18.27

**FRRPD 2019-20 Full Time Pay Scale**

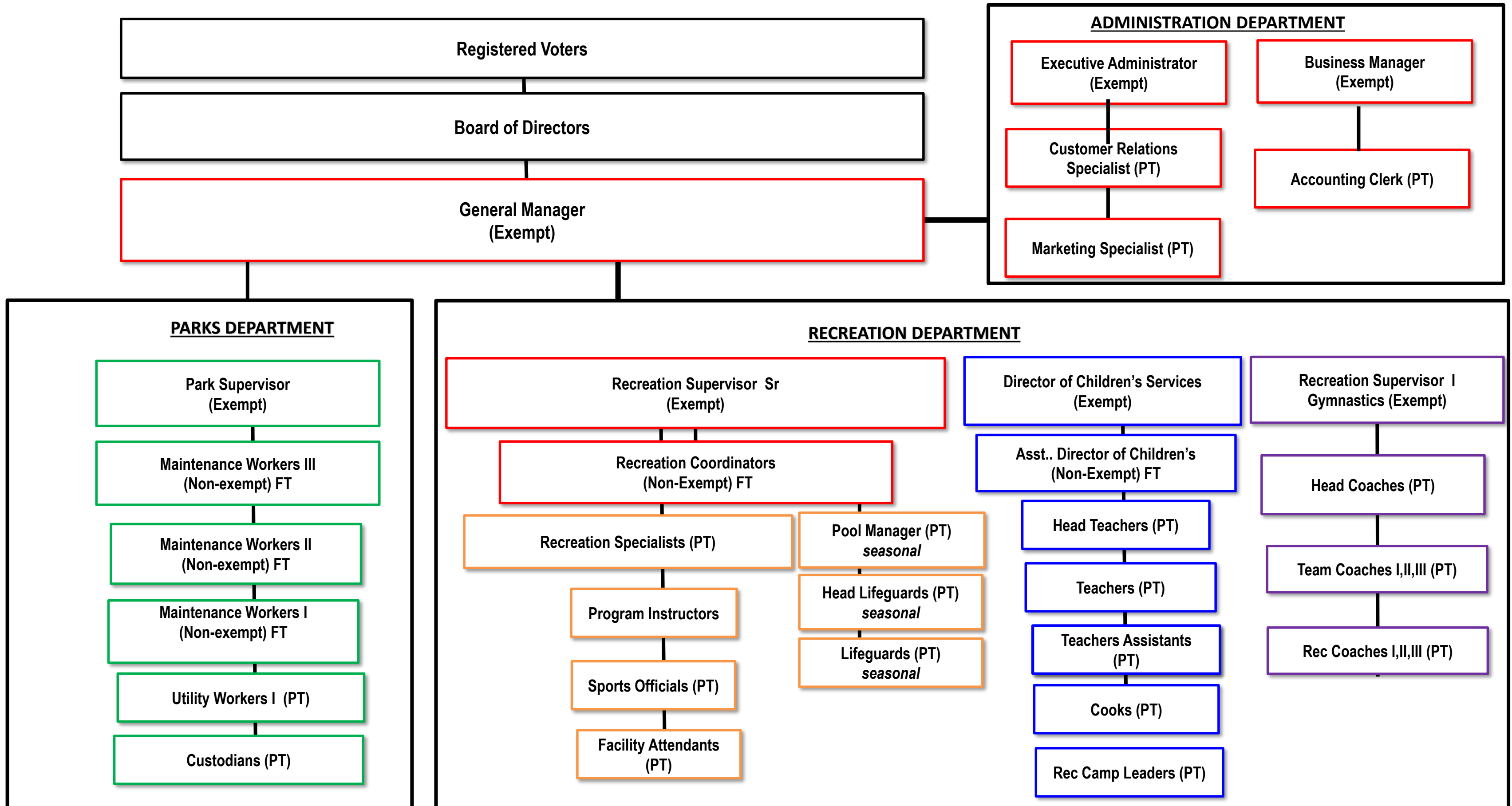
3% Step Scale Jan 2020- June 2020

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	\$ 26.00	\$ 26.78	\$ 27.58	\$ 28.41	\$ 29.26	\$ 30.14	\$ 31.05	\$ 31.98	\$ 32.94	\$ 33.92
Business Manager	\$ 26.00	\$ 26.78	\$ 27.58	\$ 28.41	\$ 29.26	\$ 30.14	\$ 31.05	\$ 31.98	\$ 32.94	\$ 33.92
Recreation Supervisor	\$ 26.00	\$ 26.78	\$ 27.58	\$ 28.41	\$ 29.26	\$ 30.14	\$ 31.05	\$ 31.98	\$ 32.94	\$ 33.92
Gymnastics Recreation Supervisor	\$ 26.00	\$ 26.78	\$ 27.58	\$ 28.41	\$ 29.26	\$ 30.14	\$ 31.05	\$ 31.98	\$ 32.94	\$ 33.92
Recreation Coordinator	\$ 16.50	\$ 17.00	\$ 17.50	\$ 18.03	\$ 18.57	\$ 19.13	\$ 19.70	\$ 20.29	\$ 20.90	\$ 21.53
Director of Children Services	\$ 26.00	\$ 26.78	\$ 27.58	\$ 28.41	\$ 29.26	\$ 30.14	\$ 31.05	\$ 31.98	\$ 32.94	\$ 33.92
Assistant Director-Children Services	\$ 16.50	\$ 17.00	\$ 17.50	\$ 18.03	\$ 18.57	\$ 19.13	\$ 19.70	\$ 20.29	\$ 20.90	\$ 21.53
Park Supervisor	\$ 26.00	\$ 26.78	\$ 27.58	\$ 28.41	\$ 29.26	\$ 30.14	\$ 31.05	\$ 31.98	\$ 32.94	\$ 33.92
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

FY 2019-2020

# Feather River Recreation & Park District Organizational Structure







### **2019-2020 FISCAL YEAR BUDGET MEETING SCHEDULE**

February 26, 2019 Regular Board Meeting – passed Resolution 1899-19 (Directing preparation of the Engineer's Report)

April 4, 2019 Special Board Meeting 2:00pm (Budget Workshop)

May 2019 (tentative): date to be announced Benefit Assessment District Committee Meeting

May 28, 2019 Regular Board Meeting -Resolution (Approval of Preliminary Budget/Preliminary Engineer's Report)

June 25, 2019 Regular Board Meeting-Resolutions & Public Hearings (Appropriations Limitations/Final Engineers Report)

July 23, 2019 Regular Board Meeting- Resolution (Adoption of Final Budget)

August 2019 submit final budget to Butte County

To be scheduled: Special Board Meeting- Update Annual Strategic Plan/Goals Setting Workshop



**RESOLUTION NO. 1916-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2019–2020**

**WHEREAS**, the Feather River Recreation and Park District is a legally constituted public agency formed pursuant to the Public Resources Code of the State of California; and

**WHEREAS**, pursuant to Section 5788.7 of the Public Resources Code of the State of California, the Board of Directors of the Feather River Recreation and Park District at any regular meeting or properly noticed special meeting after the adoption of its final budget, the Board of Directors may adopt a resolution amending the budget and ordering the transfer of funds between categories, other than transfers from the restricted reserve for capital outlay and the restricted reserve for contingencies; and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District, pursuant to Section 5788.7 of the Public Resources Code, hereby adopt the Resolution approving the Final Budget for fiscal year 2019-2020.

**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 July 2019 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest:

\_\_\_\_\_

Scott Kent Fowler, Chairperson

\_\_\_\_\_

Shawn Rohrbacker, General Manager



## STAFF REPORT

**DATE: JULY 23, 2019**

**TO: BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: REVIEW APPLICATION FOR BENEFIT ASSESSMENT DISTRICT (BAD) COMMITTEE VACANCY**

### **SUMMARY**

The Park Maintenance and Recreation Improvement Oversight Committee, also known as the Benefit Assessment District (BAD) Committee, currently has one vacancy.

### **BACKGROUND**

The BAD Committee has a quorum of 4 members. Carol Anderson has applied to fill the vacancy.

### **BUDGETARY IMPACT**

None

### **OPTIONS**

1. Appoint Carol Anderson to the BAD Committee to serve at the will of the Board until further notice.
2. Reject application

### **ATTACHMENTS**

Application of Carol Anderson



APPLICATION FOR  
PARK MAINTENANCE AND RECREATION IMPROVEMENT  
OVERSIGHT COMMITTEE  
(Benefit Assessment District)

Name: CAROL ANDERSON Date: JULY 17 2019

Address: 47 Westview Way Oroville CA

Phone number: (hm.) 530 589 3859 (cell) 530 370 0276

Education: BS, MS in Biology, Calif Teaching Credential

Occupation: retired high school biology teacher

Employer: OVHSD

Business Address: 2211 Washington

Business Phone: 530 538 2300

COMMITTEE MEMBER ELIGIBILITY REQUIREMENTS

- 1. Do you currently own property in the District?  YES  NO If yes, # of yrs: 42
- 2. Are you a resident of the District?  YES  NO If yes, # of yrs: 42
- 3. Are you at least 18 years of age?  YES  NO

**YOUR ANSWER MUST BE "YES" TO ALL 3 QUESTIONS TO BE ELIGIBLE.**

PLEASE ANSWER THE FOLLOWING QUESTIONS: (additional paper may be used)

1. Why are you interested in serving on the Oversight Committee?

I value and enjoy the parks of our area and wish to see them maintained.

2. What skills and abilities would you bring to the Oversight Committee?

I have recently completed the California Naturalist Certification. I have a long history of involvement in volunteer activities for the Oroville area.

3. What role should the Oversight Committee play in governance of Benefit Assessment District proceeds?

It's role is to see that assessment funds are used appropriately as presented in the proposed assessments.

4. Are the park and recreation needs of the community currently being met by the District? What areas do you feel need the most improvement?

The greatest need is for maintenance and security.

5. In your opinion, how can Benefit Assessment proceeds best be utilized to improve the service level of the District?

Greater staffing levels are needed in addition to lighting and security.

6. Additional comments:

**Applications must be submitted with a résumé**  
to Feather River Recreation and Park District • 1875 Feather River Boulevard • Oroville CA 95965

*Thank you for your interest in serving on the  
FRRPD Park Maintenance and Recreation Improvement District Oversight Committee.*



## STAFF REPORT

**DATE: JULY 23, 2019**

**TO: BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: HYLTON SECURITY SERVICES AT RIVERBEND PARK**

### **SUMMARY**

Staff is seeking direction on renewing the contract for security services at Riverbend Park.

### **BACKGROUND**

In an effort to reduce theft and vandalism during the Phase 1 project of Riverbend repair/restoration, the District employed Hylton Security Inc for security services at the Park. The original Agreement has expired. At the June 25, 2019 Board meeting, the Board directed staff to ask Hylton for a month to month Agreement. Hylton has provided a revised Agreement and it is attached for your review. The Agreement is for the same reduction of services discussed at the June Board meeting.

- Reduce the patrols on weeknights to 3 random hits throughout the night
- 24-hour security in the park on the weekends and holidays

### **BUDGETARY IMPACT**

<b>Total Projected costs for services:</b>	<b>\$5,200/mo.</b>	
Monthly Service Contract	\$ 800	
Guard presence on weekends	\$4,224	\$22/hr @ 48 hours/wknd at 4 wknds/mo
Vehicle presence on weekends	\$ 120	\$15/wknd day @ 8 days/month

Services are not currently included in the District's operating budget. I have requested the services be reimbursed by the ongoing Phase 1 insurance claim and should know by the July 23<sup>rd</sup> Board meeting.

\*Phase 1 security costs were \$9,600/mo and fully reimbursed by insurance claims.

### **RECOMMENDATION**

Authorize Agreement for month to month services while actively seeking long term security solutions for the District's Parks and Facilities. Add the cost of the services to the District Operating Budget. Acquire bids from other security agencies.

### **ALTERNATIVE ACTIONS**

Reduce security services beyond proposed Agreement  
Discontinue security services at Riverbend Park



**HYLTON SECURITY INC.**  
 1015 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor  
 Sacramento CA 95814  
 (916) 442-1000

**AGREEMENT FOR SERVICE**

THIS AGREEMENT FOR SERVICE (this "Agreement") dated this 1<sup>st</sup> day of July 2019.

**BETWEEN:**

Feather River Recreation and Park District  
 1875 Feather River Blvd  
 Oroville CA. 95965  
 ("Customer")

**OF THE FIRST PART**

**HYLTON SECURITY INC.**  
 of 1015 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor  
 Sacramento CA 95814  
 ("Service Provider")

**OF THE SECOND PART**

**BACKGROUND:**

- A. The Customer is of the opinion that the Service Provider has the necessary qualifications, experience and abilities to provide services to the Customer.
- B. The Service Provider is agreeable to providing such services to the Customer on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the parties of this Agreement agree as follows:

### Services Provided

1. The Customer hereby agrees to engage the Service Provider to provide the Customer with services (the "Services") consisting of Security Services, both unarmed and armed. The Services will also include any other tasks which the parties may agree on. The Service Provider hereby agrees to provide such Services to the Customer. Services to be provided by Vehicle patrol. Three (3) hits/night. Starting 00:00 Monday and ending 24:00 Friday. Security officer to start weekends 00:00 Saturday and end at 24:00 Sunday. Located Riverbend park 60 Montgomery St. Oroville CA. 95965.

### Term of Agreement

2. The term of this Agreement will begin on the date of this Agreement and will continue month to month, with automatic renewal.
3. In the event either party wishes to terminate this Agreement due to cause, that party will be required to provide a notice of two (2) week notice unless changes or cancellation is agreed upon by both parties.
4. If cancellation is made by the Customer within the two weeks and the Service Provider deems the cancellation unsatisfactory, the Customer will forfeit of the agreed upon contract.
5. Except as otherwise provided in this Agreement, the obligations of the Service Provider will terminate upon earlier of the Service Provider ceasing to be engaged by the Customer or the termination of this Agreement by the Customer or the Service Provider.

### Performance

6. The parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

### Compensation

7. For the services rendered by the Service Provider as required by this Agreement, the Customer will pay to the Service Provider compensation amounting to \$22.00/hour for unarmed security officers. \$800.00/month for Patrol services. \$15.00/day for vehicle. \$24.00/hour for armed security officer. Any additional hours agreed upon by both parties will reflect the standard hourly rate or in the case of overtime 1.5 times the hourly rate. Payment to be invoiced, net 20 days.



8. The Customer is entitled to deduct from the Service Provider's compensation any applicable deductions and remittances as required by law.

#### Reimbursement of Expenses

9. The Service Provider will not be reimbursed for expenses incurred by the Service Provider in connection with providing the Services of this Agreement unless prior agreement was made.

#### Payment Penalties

10. A 2% monthly late payment penalty will be charged if the Customer does not comply with the rates, amounts or dates of pay provided in this Agreement.
11. No performance penalty will be charged if the Service Provider does not perform the Services within the time frame provided by this Agreement.

#### Confidentiality

12. The Service Provider agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any confidential information with respect to the business of the Customer, which the Service Provider has obtained, except as may be necessary or desirable to further the business interests of the Customer. This obligation will survive indefinitely upon terms of this Agreement.

#### Non-Competition

13. Other than with the express written consent of the Customer, which will not be unreasonably withheld, the Service Provider will not, during the continuance of this Agreement or within 1 year after the termination of this Agreement, be directly or indirectly involved with a business which is in direct competition with the particular business line of the Customer, divert or attempt to divert from the Customer any business the Customer has enjoyed, solicited, or attempted to solicit, from other individuals or corporations, prior to termination of this agreement.

#### Non-Solicitation

14. Any Attempt on the part of the Service Provider to induce to leave the Customer's employ, or any effort by the Service Provider to interfere with the

Customer's relationship with its employees or other service providers would be harmful and damaging to the Customer.

15. The Service Provider agrees that during the term of this Agreement, the Service Provider will not in any way directly or indirectly:

- A. Induce or attempt to induce any employee or other service provider of the Customer to quit employment or retainer with the Customer;
- B. Otherwise interfere with or disrupt the Customer's relationship with its employee's or other service providers;
- C. Discuss employment opportunities or provide information about competitive employment to any of the Customer's employees or other service providers; or
- D. Solicit, entice, or hire away any employee or other service provider of the Customer.

#### Ownership of Materials

16. All materials developed, produced, or in the process of being so under this Agreement, will be the property of the Customer. The use of the mentioned materials by the Customer will not be restricted in any manner.

17. The Service Provider may retain use of the said materials and will not be responsible for damages resulting from their use for work other than services contracted for in this Agreement.

#### Return of Property

18. Upon the expiration or termination of this Agreement, the Service Provider will return to the Customer any property, documentation, records, or confidential information which is the property of the Customer.

#### Assignment

19. The Service Provider will not voluntarily or by operation of law assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Customer.

### Capacity/independent Contractor

20. It is expressly agreed that the Service Provider is acting as an independent contractor and not as an employee in providing the Services under this Agreement. The Service Provider and the Customer acknowledge that this Agreement does not create a partnership or joint venture between them and is exclusively a contract for service.

### Modification of Agreement

21. Any amendment or modification of this Agreement or additional obligation assumed by either party in connection with this Agreement will only be binding if evidenced in writing signed by each party or an authorized representative of each party.

### Notice

22. All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the parties of this Agreement as follows:

Feather River Recreation and Park District  
1875 Feather River Blvd  
Oroville CA. 95965  
Randy Murphy  
530-533-201  
[randy@frrpd.com](mailto:randy@frrpd.com)

B. HYLTON SECURITY INC.  
1015 2<sup>nd</sup> street, 2<sup>nd</sup> Floor  
Sacramento CA 95814 916-442-  
1000  
916-442-2790 Fax  
Email: [wesecureyou@aol.com](mailto:wesecureyou@aol.com)

Or to such other address to which any Party may from time to time notify the other.

### Costs and Legal Expenses

23. In the event that legal action is brought to enforce or interpret any term of this Agreement, the prevailing party will be entitled to recover, in addition to any

other damages or award, all reasonable legal costs and fees associated with the action.

#### Time of the Essence

24. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

#### Entire Agreement

25. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

#### Limitation of Liability

26. It is understood and agreed that the Service Provider will have no liability to the Customer or any other party for any loss or damage (whether direct, or consequential) which may arise from the provision of the Services.

#### Indemnification

27. The Service Provider will indemnify and hold the Customer harmless from any claims against the Customer by any other party, arising directly or indirectly out of the provision of the Services by the Service Provider.

#### Inurement

28. This Agreement will inure to the benefit of and be binding on the parties and their respective heirs, executors, administrators, successors and permitted assigns.

#### Currency

29. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in United States dollars.

#### Titles/Headings

30. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement.

#### Gender

31. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

Governing Law

32. It is the intention of the parties to this Agreement that is Agreement and the performance under this Agreement, and all suits and special proceedings under this Agreement, be construed in accordance with and governed, to the exclusion of the law of any forum, by the laws of the State of California, without regard to the jurisdiction in which any action or special proceeding may be instituted.

Severability

33. In the event any of the provisions of this Agreement are held to be invalid or unenforceable in whole, or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

Waiver

34. The Waiver by either party of a breach, default, delay or omission of any of the provisions of this Agreement by the other party will not be construed as a waiver of any subsequent breach of the same or other provisions.

IN WITNESS WHEREOF the parties have duly executed this Service Agreement this 1<sup>st</sup> day of July 2019.

SIGNED, SEALED, AND DELIVERED

In the presence of

  
Mindy Hylton

\_\_\_\_\_  
Shawn Rohrbacker, General Manager  
Feather River Recreation and Park  
District  
Date: July 23, 2019  
Feather River Contract

Title: Senior Vice  
President  
Per: Hylton Security  
Incorporate



## STAFF REPORT

**DATE: JULY 23, 2019**

**TO: FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: REQUEST SPENDING AUTHORIZATION TO \$55K FOR COMPACT LOADER, 3 QUOTES ATTACHED**

### **SUMMARY**

The approved 2019-20 fiscal year budget includes the purchase of a Compact Loader and attachments, budget allocation up to \$60k. The District needs to add additional Maintenance Department equipment to deter the need for renting equipment, which is costly and time consuming: resulting in using staff time to pick up and return and slowing progress on repairs and projects.

In 2017 the Board of Directors adopted and passed Resolution 1357-17 approving the purchase of a Compact Track Loader with attachments up to \$55k. Due to multiple reasons, staff did not move forward with this equipment purchase. After receiving final quotes, staff is requesting authorization to spending up to \$55k.

- Bobcats are one of the most commonly used pieces of equipment used by Park Districts. This piece of equipment can move large amounts of dirt during irrigation and trench projects, tree planting, fence post drilling, loading and unloading material. It is a versatile machine that can be adapted to numerous tasks.
- In the past the District has rented this equipment due to the lack of funds for purchasing a Bobcat. Owning this piece of equipment would allow crew to respond to repair requests immediately without having to arrange for a rental
- Including ordering the equipment and waiting for delivery. This is particularly useful for emergency work as well as scheduled work.

### **RECOMMENDATION**

Staff recommends approving up to \$55k for purchase of a Compact Track Loader to eliminate the current practice of renting the equipment. Owning this piece of equipment would allow crew to respond to repair requests immediately without having to arrange for a rental including ordering the equipment and waiting for delivery. This is particularly useful for emergency work as well as scheduled work.

### **REQUEST**

Approve funding for purchase



July 11, 2019

**Feather River Recreation & Park District**  
 Oroville, Ca  
 95966

Attention: Scott Thompson

**RE: Quote 166944-01**

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

One (1) New Caterpillar Model: 259D Compact Construction Equipment

**STOCK NUMBER:** NM45382

**SERIAL NUMBER:** 0FTL20608

**YEAR:** 2019

**SMU:** 6.40

**MACHINE SPECIFICATIONS**

259D CTL TIER 4 FINAL HRC	388-8259
SEAT, SUSPENSION, VINYL	345-6329
ROPS, OPEN (C1)	418-5775
SEAT BELT, 3"	258-4096
BATTERY, HEAVY DUTY, DISC	491-6680
LIGHTS, HALOGEN	495-1672
RIDE CONTROL, NONE	422-3288
RUBBER BELT, 2 SPD, D/S IDLER	357-0246
TRACK,RUBBER,320MM(12.6IN)BLCK	343-4599
LANE 3 ORDER	0P-9003
CONVERSION ARRANGEMENT	421-0340
CERTIFICATION ARR, P65	563-1163
INSTRUCTIONS, ANSI, USA	388-8034
PRODUCT LINK, CELLULAR PL240	441-4818
FAN, COOLING, DEMAND	486-6956
QUICK COUPLER, MANUAL	388-8298
SERIALIZED TECHNICAL MEDIA KIT	421-8926
PACK, DOMESTIC TRUCK	0P-0210
PACKAGE, PERFORMANCE, (H2)	467-8083
DISPLAY, BASIC, ANTI-THEFT	422-5564
CONTROL, ISO, PROP, WT	485-0412
EIN #KG3L53	
PDI @ KEEN	
BUCKET-GP, 68", BOCE	279-5369

CARRIAGE, 46", FORKS, 48", SSL

353-1697

**STANDARD EQUIPMENT**

**POWERTRAIN** - Cat C3.3B Diesel Engine - - Gross Horsepower per SAE J1349 - 74.3 hp (55.4 kW) @ 2400 RPM - - EPA Tier 4f and EU Stage IIIB - Certified with Aftertreatment - - Electric Fuel Priming Pump - - Glow plugs Starting Aid - - Liquid Cooled, Direct Injection - Air Cleaner, Dual Element, Radial Seal - S-O-S Sampling Valve, Hydraulic Oil - Filter, Cartridge Type, Hydraulic - Filters, Cartridge Type, Fuel - and Water Separator - Radiator / Hydraulic Oil - Cooler (side-by-side) - Spring Applied, Hydraulically Released, - Parking Brakes - Hydrostatic Transmission - Four Wheel Chain Drive -

**UNDERCARRIAGE** - Rubber Track 12.6 in (320mm) - Dual Flange Front Idler, Single Flange - Rear Idler - Suspension - Independent Torsion Axle(4) - 2 Speed Motor -

**HYDRAULICS** - Standard Flow Auxiliary Hydraulics - Continuous Flow - CONTROLS: - Electro/Hydraulic Implement Control, RH - Electro/Hydraulic Hydrostatic - Transmission Control, LH

**ELECTRICAL** - 12 Volt Electrical System - 80 Ampere Alternator - Ignition Key Start / Stop / Aux Switch - Lights:- Gauge Backlighting - - Two Rear Tail Lights - - Two Rear Halogen Working Lights - - Two Adjustable Front - Halogen Lights - - Dome Light - Backup Alarm - Heavy Duty Battery, 880 CCA - Electrical Outlet, Beacon

**OPERATOR ENVIRONMENT** - Gauges :- - Fuel Level - - Hour Meter - Operator Warning System Indicators: - - Air Filter Restriction - - Alternator Output - - Armrest Raised / Operator - Out of Seat - - Engine Coolant Temperature - - Engine Oil Pressure - - Glow Plug Activation - - Hydraulic Filter Restriction - - Hydraulic Oil Temperature - - Park Brake Engages - - Regeneration- Engine Emissions - Storage compartment with netting - Adjustable Vinyl Seat - Ergonomic Contoured Armrest - Adjustable Joystick Controls - Control Interlock System, when Operator - Leaves Seat or Armrest Raised :- - Hydraulic System Disables - - Hydrostatic Transmission Disables - - Parking Brake Engages - ROPS Cab, Open, Tilt Up - Anti-theft Security System w/6-button - keypad - FOPS, Level I - Top and Rear Windows - Floormat - Interior Rear View Mirror - 12V Electric Socket - Horn - Hand (Dial) Throttle, Electronic

**FRAMES** - Lift Linkage, Vertical Path - Chassis, One Piece Welded - Machine Tie Down Points (4) - Belly Pan Cleanout - Support, Lift Arm - Rear Bumper, Welded

**OTHER STANDARD EQUIPMENT** - Engine Enclosure - Lockable - Extended Life Antifreeze (-37C, -34F) - Coupler, Mechanical - Hydraulic Oil Level Sight Gauge - Radiator Coolant Level Sight Gauge - Radiator Expansion Bottle - Cat Tough Guard Hose - Heavy Duty Flat Faced Quick Disconnects - with Integrated Pressure Release - Split D-Ring to Route Work Tool Hoses - Along Side of Left Lift Arm - Variable Speed Hydraulic Cooling Fan - Per SAE J818-2007 and EN 474-3:2006 and - ISO 14397-1:2007 - Rated Operating Capacity: - At 50% Tipping Load - - 2900 lb - - 1315 kg - At 35% Tipping Load - - 2030 lb - - 921 kg -

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<b>SELL PRICE</b>	<b>\$47,601.00</b>
<b>NET BALANCE DUE</b>	<b>\$47,601.00</b>
<b>SALES TAX (7.25%)</b>	<b>\$3,451.07</b>
<b>AFTER TAX BALANCE</b>	<b>\$51,052.07</b>

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**WARRANTY**

Standard Warranty: 24 Months, 2000 Hours Standard Warranty

**F.O.B/TERMS: Chico**

**PAYMENT TERMS**

Cash Invoice Terms

CASH WITH ORDER	QUOTE SELL PRICE
\$0.00	\$47,601.00

This Quote is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Lawrence Carter  
Machine Sales Representative  
Peterson CAT  
(530) 520-1707  
lcarter@petersoncat.com



# Cat<sup>®</sup> 259D

## COMPACT TRACK LOADER

### FEATURES:

The Cat<sup>®</sup> 259D Compact Track Loader, with its vertical lift design, delivers extended reach and lift height for quick and easy truck loading. Its standard, suspended undercarriage system provides superior traction, flotation, stability and speed to work in a wide range of applications and underfoot conditions. The 259D features the following:

- **Industry leading sealed and pressurized cab option** provides a cleaner and quieter operating environment with excellent work tool visibility.
- **Available high-back, heated, air ride seat with seat mounted adjustable joystick controls** makes the D Series the industry leader in operator comfort.
- **High performance power train** provides maximum performance and production capability through the Electronic Torque Management system, standard two speed travel and an electronic hand/foot throttle with decel pedal capability.
- **High Flow hydraulic system** is available for applications that demand maximum hydraulic work tool performance.
- **Electronically controlled Cat C3.3B engine** provides high horsepower and torque while meeting U.S. EPA Tier 4 Final (EU Stage IIIB) emission standards.
- **Cat "Intelligent Leveling" system (ILEV)** provides industry leading technology, integration and optional features such as dual direction self level, work tool return to dig and work tool positioner.
- **Standard fully independent torsion axle suspension** combined with the optional Speed Sensitive Ride Control system improves operation on rough terrain, enabling better load retention, increased productivity and greater operator comfort.
- **Maximize machine capability and control** with optional Advanced Display providing on-screen adjustments for implement response, hystat response and creep control. Also features multi-language functionality with customizable layouts, security system and rearview camera.
- **Ground level access** to all daily service and routine maintenance points helps reduce machine downtime for greater productivity.
- **Broad range of performance matched Cat Work Tools** make the Cat Compact Track Loader the most versatile machine on the job site.

## Specifications

### Engine

Engine Model	Cat C3.3B DIT (turbo)	
Gross Power SAE J1995	55.4 kW	74.3 hp
Net Power SAE 1349	54.6 kW	73.2 hp
Net Power ISO 9249	55.1 kW	73.9 hp
Peak Torque at 1,500 rpm SAE J1995	265 N·m	195 lbf·ft
Displacement	3.3 L	203 in <sup>3</sup>
Stroke	120 mm	4.7 in
Bore	94 mm	3.7 in

### Weights\*

Operating Weight (320 mm/12.6 in tracks)	4013 kg	8,846 lb
Operating Weight (400 mm/15.7 in tracks)	4057 kg	8,945 lb

### Power Train

Travel Speed (Forward or Reverse)		
One Speed	9.5 km/h	5.9 mph
Two Speed	13.7 km/h	8.5 mph

\*Operating Weight, Operating Specifications and Dimensions all based on 75 kg (165 lb) operator, all fluids, two speed, OROPS, 1676 mm (66 in) dirt bucket, 320 mm (12.6 in) tracks, dual flange front idler/single flange rear idler, standard flow hydraulics, mechanical suspension seat, no optional counterweights and manual quick coupler (unless otherwise noted).

### Hydraulic System

#### Hydraulic Flow – Standard:

Loader Hydraulic Pressure	23 000 kPa	3,335 psi
Loader Hydraulic Flow	76 L/min	20 gal/min
Hydraulic Power (calculated)	29 kW	39 hp

#### Hydraulic Flow – High Flow:

Loader Hydraulic Pressure	23 000 kPa	3,335 psi
Loader Hydraulic Flow	112 L/min	30 gal/min
Hydraulic Power (calculated)	43 kW	58 hp

### Operating Specifications\*

#### Rated Operating Capacity:

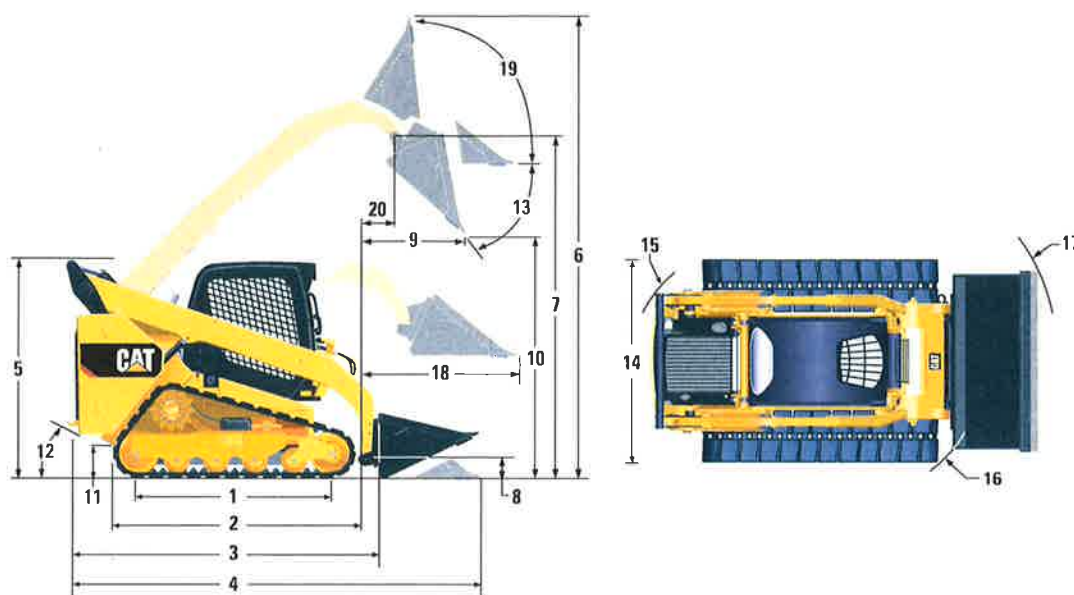
35% Tipping Load	921 kg	2,030 lb
50% Tipping Load	1315 kg	2,900 lb

#### Rated Operating Capacity

with Optional Counterweight	1406 kg	3,100 lb
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Tipping Load	2631 kg	5,800 lb
Breakout Force, Tilt Cylinder	2284 kg	5,035 lb
Ground Contact Area (320 mm/12.6 in track)	0.96 m <sup>2</sup>	1,483 in <sup>2</sup>
Ground Contact Area (400 mm/15.7 in track)	1.19 m <sup>2</sup>	1,848 in <sup>2</sup>
Ground Pressure (320 mm/12.6 in track)	41.1 kPa	6.0 psi
Ground Pressure (400 mm/15.7 in track)	33.4 kPa	4.8 psi





## Dimensions\*

1 Length of Track on Ground	1499 mm	59.0 in	12 Departure Angle	35°
2 Overall Length of Track	1999 mm	78.7 in	13 Maximum Dump Angle	52°
3 Length without Bucket	2767 mm	108.9 in	14 Vehicle Width (320 mm/12.6 in tracks)	1676 mm 66.0 in
4 Length with Bucket on Ground	3486 mm	137.3 in	Vehicle Width (400 mm/15.7 in tracks)	1755 mm 69.0 in
5 Height to Top of Cab	2111 mm	83.1 in	15 Turning Radius from Center – Machine Rear	1561 mm 61.5 in
6 Maximum Overall Height	3915 mm	154.1 in	16 Turning Radius from Center – Coupler	1392 mm 54.8 in
7 Bucket Pin Height at Maximum Lift	3075 mm	121.0 in	17 Turning Radius from Center – Bucket	2184 mm 86.0 in
8 Bucket Pin Height at Carry Position	198 mm	7.8 in	18 Maximum Reach with Arms Parallel to Ground	1305 mm 51.4 in
9 Reach at Maximum Lift and Dump	608 mm	23.9 in	19 Rack Back Angle at Maximum Height	87°
10 Clearance at Maximum Lift and Dump	2283 mm	89.9 in	20 Bucket Pin Reach at Maximum Lift	238 mm 9.4 in
11 Ground Clearance	226 mm	8.9 in		

## Cab

ROPS	ISO 3471:2008
FOPS	ISO 3449:2005 Level I
FOPS Level II	ISO 3449:2005 Level II

## Service Refill Capacities

Cooling System	14 L	3.7 gal
Engine Crankcase	11 L	3.0 gal
Fuel Tank	105 L	27.7 gal
Hydraulic System	50 L	13.2 gal
Hydraulic Tank	39 L	10.3 gal

## Noise Level

Inside Cab**	83 dB(A)
Outside Cab***	103 dB(A)

- Cab and Rollover Protective Structures (ROPS) are standard in North America and Europe.

\*\*The declared dynamic operator sound pressure levels per ISO 6396:2008. The measurements were conducted with the cab doors and windows closed and at 70% of the maximum engine cooling fan speed. The sound level may vary at different engine cooling fan speeds.

\*\*\*The labeled sound power level for the CE marked configurations when measured according to the test procedure and conditions specified in 2000/14/EC.

## Air Conditioning System

The air conditioning system on this machine contains the fluorinated greenhouse gas refrigerant R134a (Global Warming Potential = 1430). The system contains 0.81 kg of refrigerant which has a CO<sub>2</sub> equivalent of 1.158 metric tonnes.

## MANDATORY EQUIPMENT

- Hydraulics, Standard or High Flow
- Quick Coupler, Mechanical or Powered
- Seat Belt, 50 mm (2 in) or 75 mm (3 in)
- EU Preparation Package
- Steel Imbed Rubber Track – 320 mm (12.6 in) or 400 mm (15.7 in)
- Dual Flange Front Idler/Single Flange Rear Idler or Triple Flange Front/Rear Idlers

### PERFORMANCE PACKAGES

- Performance Package H1: *Standard Flow Hydraulics (No Self Level)*
- Performance Package H2: *Standard Flow Hydraulics, Dual Direction Electronic Self Level (Raise and Lower), Electronic Snubbing (Raise and Lower)*
- Performance Package H3: *High Flow Hydraulics, Dual Direction Electronic Self Level (Raise and Lower), Electronic Snubbing (Raise and Lower)*

## STANDARD EQUIPMENT

### ELECTRICAL

- 12 volt Electrical System
- 80 ampere Alternator
- Ignition Key Start/Stop Switch
- Lights: *Gauge Backlighting, Two Rear Tail Lights, Two Adjustable Front and Rear Halogen Lights, Dome Light*
- Backup Alarm
- Heavy Duty Battery, 880 CCA

### OPERATOR ENVIRONMENT

- Gauges: *Fuel Level, Hour Meter*
- Operator Warning System Indicators: *Air Filter Restriction, Alternator Output, Armrest Raised/Operator Out of Seat, Engine Coolant Temperature, Engine Oil Pressure, Glow Plug Activation, Hydraulic Filter Restriction, Hydraulic Oil Temperature, Park Brake Engaged, Engine Emission System*
- Adjustable Vinyl Seat
- Fold In Ergonomic Contoured Armrest
- Control Interlock System, when operator leaves seat or armrest raised: *Hydraulic System Disables, Hydrostatic Transmission Disables, Parking Brake Engages*
- ROPS Cab, Open, Tilt Up
- FOPS, Level I
- Top and Rear Windows
- Floor Mat
- Interior Rearview Mirror
- 12 volt Electric Socket
- Horn
- Hand (Dial) Throttle, Electronic
- Adjustable Joystick Controls
- Anti-theft Security System with 6-button Keypad
- Storage Compartment with Netting

## OPTIONAL EQUIPMENT

- Hand-Foot Style Controls
- External Counterweights
- Beacon, Rotating
- Engine Block Heater – 120V
- Oil, Hydraulic, Cold Operation
- Paint, Custom
- Product Link PL641, Cellular
- Speed Sensitive Ride Control

### COMFORT PACKAGES

- Open ROPS (C0): *Static Seat (No Foot Throttle, Headliner, Heater or Door)*
- Open ROPS (C1): *Foot Throttle, Headliner, Cup Holder, and choice of Seat (Mechanical Suspension or High Back, Heated, Air Ride Seat) (No Heater or Door)*
- Enclosed ROPS with Heater (C2): *Foot Throttle, Headliner, Heater and Defroster, Side Windows, Cup Holder, Radio Ready, choice of Seat (Mechanical Suspension or High Back, Heated, Air Ride Seat) and Door (Glass or Polycarbonate)*
- Enclosed ROPS with A/C (C3): *C2 + Air Conditioner*

### POWER TRAIN

- Cat C3.3B, Turbo Diesel Engine, Meeting U.S. EPA Tier 4 Final (EU Stage IIIB) Emission Standards
- Air Cleaner, Dual Element, Radial Seal
- S-O-S<sup>SM</sup> Sampling Valve, Hydraulic Oil
- Filters, Cartridge-type, Hydraulic
- Filters, Cartridge-type, Fuel and Water Separator
- Radiator/Hydraulic Oil Cooler (side-by-side)
- Spring Applied, Hydraulically Released Parking Brakes
- Hydrostatic Transmission, Two Speed Travel
- Suspension – Independent Torsion Axles (4)

### OTHER

- Engine Enclosure, Lockable
- Extended Life Antifreeze, –36° C (–33° F)
- Machine Tie Down Points (6)
- Support, Lift Arm
- Hydraulic Oil Level Sight Gauge
- Radiator Coolant Level Sight Gauge
- Radiator, Expansion Bottle
- Cat ToughGuard™ Hose
- Auxiliary, Hydraulics, Continuous Flow
- Heavy Duty, Flat Faced Quick Disconnects with Integrated Pressure Release
- Split D-Ring to Route Work Tool Hoses Along Side of Left Lift Arm
- Electrical Outlet, Beacon
- Belly Pan Cleanout
- Variable Speed Demand Fan
- Product Link™ PL240, Cellular

- Advanced Display: Full Color, 5 in LCD screen, Advanced Multi-operator Security System, On-screen Adjustments for Implement Response, Hystat Response, and Creep Control; Rearview Camera Ready
- Advanced Display: Rearview Camera Included
- Work Tool Return to Dig and Work Tool Positioner
- Bluetooth Radio with Microphone (AM/FM/Weather Band Receiver with USB and Auxiliary Input Jack)

For more complete information on Cat products, dealer services, and industry solutions, visit us on the web at [www.cat.com](http://www.cat.com)

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Materials and specifications are subject to change without notice. Featured machines in photos may include additional equipment. See your Cat dealer for available options.

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AEHQ7010-04 (03-2017)  
Replaces AEHQ7010-03  
(NACD, EU)









## Product Quotation

Quotation Number: HMM-15553

Date: 2019-05-13 13:47:26

Customer Name/Address:	Bobcat Delivering Dealer	<b>ORDERS TO BE PLACED WITH: Contract Holder/Manufacturer</b>
<b>FEATHER RIVER RECREATION &amp; PARK DIST Attn: SCOTT T 1875 FEATHER RIVER BLVD Oroville, CA 95965</b>	<b>Bobcat of Chico,Chico,CA 1343 WEST 8TH AVENUE CHICO CA 95926 Phone: (530) 342-0118 Fax: (530) 342-8043</b>	<b>Clark Equipment Company dba Bobcat Company 250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Heather Messmer Heather.Messmer@doosan.com</b>

Description	Part No	Qty	Price Ea.	Total
<b>T550 T4 Bobcat Compact Track Loader</b>	<b>M0255</b>	<b>1</b>	<b>\$38,080.40</b>	<b>\$38,080.40</b>
66.0 HP Tier 4 Turbo Diesel Engine	Lift Path: Radius			
Auxiliary Hydraulics: Variable Flow	Lights, Front & Rear			
Backup Alarm	Operator Cab			
Bob-Tach	<ul style="list-style-type: none"> <li>Includes: Adjustable Suspension Seat, Top &amp; Rear Windows, Parking Brake, Seat Bar &amp; Seat Belt</li> <li>Roll Over Protective Structure (ROPS) meets SAE-J1040 &amp; ISO 3471</li> <li>Falling Object Protective Structure (FOPS) meets SAE-J1043 &amp; ISO 3449, Level I; (Level II is available through Bobcat Parts)</li> </ul>			
Bobcat Interlock Control System (BICS)	Parking Brake: Spring Applied, Pressure Released (SAPR)			
Controls: Bobcat Standard	Solid Mounted Carriage with 4 Rollers			
Cylinder Cushioning - Lift, Tilt	Spark Arrestor Exhaust System			
Engine/Hydraulic Systems Shutdown	Tracks: Rubber, 12.6" Wide			
Glow Plugs (Automatically Activated)	Warranty: 2 years, or 2000 hours whichever occurs first			
Horn				
Instrumentation: Engine Temperature & Fuel Gauges, Hourmeter, RPM and Warning Lights				
Lift Arm Support				
<b>Factory Installed</b>	<b>Cab Accessory Package</b>	<b>M0000-R80-C02</b>	<b>1</b>	<b>\$307.10</b>
	<b>Selectable Joystick Controls (SJC)</b>	<b>M0255-R01-C04</b>	<b>1</b>	<b>\$588.30</b>
	<b>Power Bob-Tach</b>	<b>M0255-R06-C03</b>	<b>1</b>	<b>\$763.68</b>
	<b>Telematics US</b>	<b>M0255-R51-C02</b>	<b>1</b>	<b>\$0.00</b>
<b>Attachments</b>	<b>68" Low Profile Bucket</b>	<b>6731418</b>	<b>1</b>	<b>\$763.80</b>
	<b>--- Bolt-On Cutting Edge, 68"</b>	<b>6718006</b>	<b>1</b>	<b>\$173.60</b>
	<b>4K Heavy Duty Pallet Fork Frame</b>	<b>7294305</b>	<b>1</b>	<b>\$300.20</b>
	<b>--- 48" 4K Heavy Duty Pallet Fork Teeth</b>	<b>6540182</b>	<b>1</b>	<b>\$224.20</b>
	<b>Bob-Tach Mounted Backhoe</b>	<b>6906767</b>	<b>1</b>	<b>\$3,921.60</b>
	<b>--- 12" MX2 XCHG TEETH</b>	<b>7333230</b>	<b>1</b>	<b>\$509.20</b>
	<b>--- 20" MX2 XCHG TEETH</b>	<b>7333255</b>	<b>1</b>	<b>\$566.96</b>
<b>Total of Items Quoted</b>				<b>\$46,199.04</b>
<b>Freight Charges</b>				<b>\$1,420.00</b>
<b>Dealer Assembly Charges</b>				<b>\$47.50</b>
<b>Quote Total - US dollars</b>				<b>\$47,666.54</b>

Notes: Plus applicable taxes

39C1032 Plow Bolt	\$0.00
Plow bolt nut 85D10	\$0.00
CA Tire Fee	\$0.00
Bobcat Material Surcharge	\$0.00
2 YEAR FULL COVERAGE WARRANTY	\$0.00
DELIVERY WITHIN 50 MILE RADIUS OF CHICO	\$0.00

ORDER ACCEPTED BY:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATED

\_\_\_\_\_  
PRINT NAME AND TITLE

\_\_\_\_\_  
PURCHASE ORDER #

SHIP TO ADDRESS: \_\_\_\_\_

BILL TO ADDRESS (if different than Ship To): \_\_\_\_\_

*\*Prices per the NJPA Contract #042815-CEC. Effective thru 05-19-2019*  
*\*Customer must be a Coop Member to buy off contract – Log onto [www.njpacoop.org](http://www.njpacoop.org) if not a member to sign up.*  
*\*Terms Net 30 Days. Credit cards accepted.*  
*\*FOB Origin – Prepay and Add to Quote*  
*\*Delivery: 60 to 90 days from ARO.*  
*\*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with order.*  
*\*TID# 38-0425350*  
***\*Orders Must Be Placed with: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, PO Box 6000, West Fargo, ND 58078.***

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.





**RESOLUTION NO. 1917-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE ALLOCATION UP TO \$55,000 FROM THE GENERAL FUND FOR PURCHASE OF COMPACT LOADER AND ATTACHMENTS**

**WHEREAS**, on the Feather River Recreation and Park District Board of Directors approved the 2019-2020 final budget including the purchase of a compact loader and attachments with allocated funds up to \$60k; and

**WHEREAS**, the General Manager has reviewed equipment quotes and District finances, and recommends allocating up to \$55k to purchase a compact loader and attachments; and

**WHEREAS**, the Board of Directors, after receiving the recommendation from the General Manager, approves the allocation of funds up to \$55k to purchase said equipment; and

**THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District authorizes the General Manager to spend up to \$55k from the General Fund for a compact loader and attachments.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 23rd day of July 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest:

\_\_\_\_\_

Scott Kent Fowler, Chairperson

\_\_\_\_\_

Shawn Rohrbacker, General Manager



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

## 2019 BOARD OF DIRECTORS ELECTION

### OFFICIAL ELECTION BALLOT ENCLOSED

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This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

#### ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (5)
- Self-addressed, Stamped Envelope



1112 I Street, Suite 300  
 Sacramento, California 95814-2865  
 T 916.231.4141 or 800.537.7790 • F 916.231.4111

Maximizing Protection. Minimizing Risk. • [www.sdrma.org](http://www.sdrma.org)

## SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and **received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Wednesday, August 21, 2019 to the address below.** A self-addressed, stamped envelope is enclosed. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority  
 Election Committee  
 1112 "I" Street, Suite 300  
 Sacramento, California 95814

4. The four-year terms for newly elected Directors will begin on January 1, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

<b>August 21, 2019:</b>	<b>Deadline for members to return the signed Official Election Ballot</b>
August 22, 2019:	Ballots are opened and counted
August 23, 2019:	Election results are announced, and candidates notified
September 25, 2019:	Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference
November 6-7, 2019:	Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)
January 2020:	Newly elected Directors are seated, and Board officer elections are held

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates No statements are endorsed by SDRMA.**

Candidate\* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors?**

**I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.**

**I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.**

**I feel I am an asset to this Board, and would love a chance to stay on 4 more years!**

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

**While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.**

**As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.**

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

*Sandy Siefert-Raffelson*

Date

*4/16/19*





**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

September 1972 until January 2014, owned and operated a Insurance brokerage  
Sold business and retired.  
Board Member of Mayers Memorial Hospital District From 1990 until 2014  
Served on the Associal of Hospital Districts for six years.  
Served on the board of Burney Water District the previous six years. Current  
Serving on Mayers Memorial Hospital Financial Board.

**What is your overall vision for SDRMA? (Response Required)**

SDRMA Board must be strong and protect the concerns of their members. Need  
to have a listening ear for the districts that are represented. Need to  
use caution when jumping into new areas, not jepordise their strong programs  
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature James M. Hendon Date 3-27-2019

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Candidate\* Bob Swan  
 District/Agency Groveland Community Services District (GCSD)  
 Work Address P.O. Box 350, Groveland, CA 95321  
 Work Phone (209) 962-7161 Home Phone (408) 398-4731

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

**What is your overall vision for SDRMA? (Response Required)**

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature

 Date 4-24-2019



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

**What is your overall vision for SDRMA? (Response Required)**

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Candidate\* Patrick K. O'Rourke, MPA/CFRM  
 District/Agency Redwood Region Economic Development Commission (RREDC)  
 Work Address 520 E Street Eureka, CA 95501  
 Work Phone 707-445-9651 Home Phone 707-726-6700

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

**What is your overall vision for SDRMA? (Response Required)**

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature \_\_\_\_\_

Date \_\_\_\_\_

3/25/1959 2019



**OFFICIAL 2019 ELECTION BALLOT**  
**SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY**  
**BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- BOB SWAN (INCUMBENT)**  
Board Member, Groveland Community Services District
- JESSE D. CLAYPOOL**  
Board Chair, Honey Lake Valley Resource Conservation District
- PATRICK K. O’ROURKE, MPA/CFRM**  
Board Member, Redwood Region Economic Development Commission
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**  
Finance Manager/Treasurer, Herlong Public Utility District
- JAMES (Jim) M. HAMLIN**  
Board President, Burney Water District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019 by the Feather River Recreation & Park District at a public meeting by the following votes:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:  
\_\_\_\_\_

APPROVED:  
\_\_\_\_\_



## STAFF REPORT

**DATE: JULY 23, 2019**

**TO: BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: BERRY CREEK RESTROOM PROJECT- ADDITIONAL FUNDING REQUEST**

### **SUMMARY**

Request for additional funds in order to complete the Berry Creek Park Restroom Project.

### **BACKGROUND**

The Board previously approved a \$34k allocation, utilizing Impact Public Use fees, to the Berry Creek Community Association (BCCA) to build a restroom at Berry Creek Park. As of June 30, 2019, BCCA completed the project at a total cost of \$36,127.

### **BUDGETARY IMPACT**

This project went over budgeted allocation by \$2,127. Staff is requesting additional allocation of funds utilizing Impact Fees – Public Use.

### **RECOMMENDATION**

Approve an additional amount of funds \$2,127 allocation, this will complete the Berry Creek Restroom Project at a total cost of \$36,127 (Resolution attached) and authorize the Business Manager to make the necessary transfer of funds (Resolution attached) and reimburse the final out of pocket expenses to BCCA.

### **ALTERNATIVE ACTIONS**

Do not approve the request. This is not recommended because the additional funds were needed in order to pay unanticipated County fees and other costs associated with required Americans with Disabilities Act compliance.

### **ATTACHMENTS**

Resolution 1918-19

Resolution 1919-19



**RESOLUTION NO. 1918-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF PUBLIC USE IMPACT FEE FUNDS TO THE GENERAL FUND IN THE AMOUNT OF \$2,127 FOR APPROVED BERRY CREEK BATHROOM PROJECT**

**WHEREAS**, at a regular board meeting the Feather River Recreation and Park District Board of Directors approved utilization of Public Use Impact Fee Funds for the completion of the Berry Creek Bathroom Project.

**WHEREAS**, the Feather River Recreation and Park District Board approved additional \$2,127 of the Public Use Impact Fee Funds allocated for said project; and

**WHEREAS**, the Feather River Recreation and Park District Board of Directors, after receiving the recommendation from the General Manager, agrees that it is in the best interest of the District to transfer Public Use Impact Fee Funds in the amount of \$2,127 to fund the approved Berry Creek Bathroom Project; and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District authorizes the transfer of \$2,127 from the Public Use Impact Fees account to the General Fund for the approved Berry Creek Bathroom Project.

**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 July 2019 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Scott Kent Fowler, Chairperson

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





**RESOLUTION NO. 1919-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT  
ACKNOWLEDGING THE COMPLETION OF THE BERRY CREEK PARK BATHROOM PROJECT  
Fixed Asset number 181901**

**WHEREAS**, the Feather River Recreation and Park District Board of Directors approved the request for Berry Creek Community Association and District Staff to move forward with the Berry Creek Bathroom Project; and,

**WHEREAS**, the Feather River Recreation and Park District Board approved the utilization of Impact Public Use Fees to fund 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,

**NOW THEREFORE IT BE RESOLVED**, the Feather River Recreation & Park District Board of Directors hereby acknowledges the completion of the Berry Creek Park Bathroom Project in the total amount of \$36,127 Fixed Asset number 181901 in service June 30, 2019.

**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 July 2019 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Scott Kent Fowler, Chairperson

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

**DEPARTMENT UPDATES**

**Preschool**

*By Estela Valencia – Director of Preschool*

**Enrollment:**

- Toddler Program - 11
- Preschool – 55
- Summer Camp - 82

**Recently completed events/projects:**

Splash Into Fun Summer camp is off to a good start, we had a total of 82 children enrolled in camp for the month of June. Our daily average is about 65 children per day.

**Current events/projects:**

This month Summer Camp kicked off at Nelson School. Children participated in a field trip to the Aquatic Center, the movie theatre, guests who educate the children about the local museums and a Farmers Market that was hosted by BCOE. Children also participated in the free summer meals program that included breakfast, lunch and supper.

Preschool program continues to work on enrolling new families to the program.

**Upcoming events/projects:**

Currently updating files and making sure the preschool staff is up to date with state mandatory trainings.

**Acknowledgements:**

A big thank you to the Summer Camp Rec leaders, who display great team leadership skills.

**Gymnastics**

*By Michelle Huffman – Recreation Supervisor Gymnastics*

**Enrollment:**

Rec Under 7	73	Boys Team	14	Total	222
Rec 7 and up	103	Girls Team	32		
	176		46	Change	0

**Updates:**



### Recently Completed Events/Projects

- Youth Summer Soccer Skills July 2019
  - Cancelled due to low enrollment Looking for opportunities to reschedule
- Youth Summer Tennis Camp July 2019
  - Cancelled due to coaching challenges Looking for opportunities to reschedule

### Current events/projects

- Aquatics
  - Staffing / Scheduling
    - Staff is regularly working with challenges of being short staffed.
- Website
  - Should be up and available for review at the next Board Meeting
- Staff is working with Feather River Aquatic Center to facilitate FRRPD Family Day at the Forebay
- Staff is working feasibility of taking Referee Assignor responsibilities for Oroville Youth Soccer

### Upcoming events/projects

- Staff continues to work on development of a District run All-Star Cheer program, and recruitment of coaching staff
  - Recruitment for these positions are currently open
  - Target program date: Fall 2019
- Staff is planning/preparing for 2019-2020 After-School Youth Sports programming schedule

### Maintenance

*By Scott Thompson – Park Supervisor*

### Recently completed events/projects:

Maintenance request forms from staff are completed as quickly as possible:

- Remove upper and lower cabinets in Admin Assistants office, remove water valves and cap in wall, cap sewer line in wall, install drywall tape and texture.
- Fix cupboards in various studios.
- Adjust faucets in restrooms.
- Install motion sensor switches in restrooms.
- Install waste receptacle in women's room.
- Install LED lighting in women's room.
- Troubleshoot high liquid alarm in foam pit in gym, determine float switch had failed, ordered new switch

Skatepark ramp repairs:

One ramp was rebuilt because the 2x6 supports were found to have been broken. Lots of screws were pulled and new screws replaced on the Skatelite surfaces throughout the park, metal coping was re-secured with new hardware. Safety was brought up throughout the park. This is an ongoing project.

Maintenance has been keeping a full-time schedule during the week doing the following:

- Mowing sports fields and turf areas, sports fields get 2x cuts a week
- Weed eating, edging concrete, blowing clippings/leaves
- Trimming trees
- Testing/repairing sprinklers/irrigation lines
- Repairing leaks in mainlines/irrigation lines
- Prepping sports fields for weekly games and practices
- Aerating fields and spreading fertilizer, Aquasmart moisture additive, and reseeding grass seed
- Maintaining Nelson Pool and Palermo Pool for summer swim season and swim lessons.
- Weekend rentals at Riverbend have been very high, almost full schedules both days since it reopened

### **Current events/projects:**

\*\*Most projects will take a backseat to landscaping for most of the summer months as we do not have additional staff to take on anything non-landscaping related

Nelson Complex: Vorhees field backstop project on hold but materials have been ordered and received for replacement. We found electrical lines in the ground where we need to plant posts, so hand digging will be required.

Palermo Playground: Playground is 95% installed, some additional parts were ordered 7/17 in order to complete the install. Once installed, FRRPD must trench in new drainage and connect to existing drainage, regrade the pits, and install the ASTM certified wood fill. At that point the playground can open to the public for use, and later we will install ADA access ramps to each pit, and ADA parking pad out front, a path of travel, and ADA upgrades to the bathrooms.

Riverbend: We continue to work on Riverbend. There have been struggles with how the project was turned over to the District, and we are learning as we go how to make adjustments in order to produce satisfactory results in the park. We have been attending weekly onsite trainings from Hunter Irrigation to learn how to use the new irrigation system. I have met with a turf specialist regarding the turf in the park and how to help bring it back. I have also met with a turf and fertilizer contractor who should be able to apply fertilizer in the park as well as a fungicide to affected turf in the park. Staff continues to spray herbicide in the park and manually remove weeds when possible. Sheriff Work Crews have been working in the park to clear large areas to prevent homeless encampments, as well as getting the dog park in shape for public use.

### **Upcoming events/projects:**

Bedrock Skatepark/Purple Line fence: The sidewalk on our side of the skatepark has been put on hold for the summer while we take care of the other parks. We will be able to pour the concrete in the fall when things slow down. I have been in contact with George at Purple Line, and he is happy now that he has the containers set on his property. We will also be resurrecting the fencing around the skatepark and trying to get that going this fall as well.

