



FEATHER RIVER RECREATION & PARK DISTRICT
Regular Board Meeting
November 16, 2021

ACTIVITY CENTER
1875 Feather River Blvd.
Oroville, CA 95965

AGENDA

Closed Session 4:30 PM/Open Session 5:30 PM

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

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

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

CALL MEETING TO ORDER

ROLL CALL

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

PLEDGE OF ALLEGIANCE

CLOSED SESSION

1. Pursuant to Government Code 54957, Public Employee Appointment – Property Consultant

CLOSED SESSION ANNOUNCEMENTS

PUBLIC COMMENT

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

CONSENT AGENDA

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

1. **October 26, 2021 Regular Board Meeting Minutes** (Appendix A)
2. **October 2021 Financials** (Appendix B)
3. **Resolution 1978-21:** A Resolution of The Board of Directors of The Feather River Recreation and Park District Approving the Transfer of Funds in The Amount Of \$125,000 From the Merchant Payment Received by Credit Card Account: Bank of The West to the General Fund Account 2600 (Appendix C)

Consent Agenda Motion:

Vote:

ACTION ITEM(S)

1. **Surplus District Items** (Appendix D)
Staff Report Provided by Deborah Peltzer.

Motion:

Vote:

2. Change in Allocation for the Prop 68 Per Capita Grant Program (Appendix E)

Staff Report Provided by Shawn Rohrbacker.

Motion:

Vote:

3. Resolution No. 1979-21: A Resolution of The Board of Directors of the Feather River Recreation and Park District approving the application for Regional Park Program Grant funds (Appendix F)

This resolution is for the Riverbend Park Recreation Center that includes a maintenance sub-station.

Drawings for the facility design and estimated cost of construction are currently being done by Melton Design Group. Preliminary design will be presented to the Board in December. The grant is due on January 20th, 2022.

Motion:

Vote:

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

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

UNFINISHED BUSINESS

BOARD ITEMS FOR UPCOMING AGENDA(S)

1. Master Plan Finalization
2. Feather River Trail
3. Public Workshop: FRRPD Asset Study
4. ORCA MOU Update: Summary for the Board

ADJOURNMENT


FEATHER RIVER RECREATION & PARK DISTRICT

Regular Board Meeting
October 26, 2021

ACTIVITY CENTER

1875 Feather River Blvd.
Oroville, CA 95965

Draft Minutes
Open Session 5:30 PM

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

CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 5:30 PM.
ROLL CALL

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

PUBLIC COMMENT

No comments were made.

NON-ACTION ITEM(S)
1. Yuba Feather Historical Association Annual Update

Presentation by YFHA President Barbara Adamson.

2. Van Insurance Claim Update

FRRPD owns two 2004 Ford F350 Vans. Per previous General Manager Updates, the catalytic converter converters were discovered to be stolen from each van on August 17, 2021. The black van was then stolen on August 25th and was reported to the Oroville Police Department as found on September 6th. Damages to the van were mostly in the dash and steering column. The battery was stolen as well. Insurance estimated repairs for the black van consider the damages as a total loss. Since the vehicle was deemed a total loss, they will issue a settlement payment in the amount of \$5,229.50 to the District. This is the Actual Cash Value (ACV) of the vehicle and the tow invoice amount less the salvage bid and District deductible. The catalytic converter for the white van will be replaced through insurance, less the \$250 deductible.

CONSENT AGENDA
1. September 28, 2021 Regular Board Meeting Minutes
2. September 2021 Financials
3. Meeting schedule changes due to holiday season.

November Finance Committee Meeting CANCELLED

November Regular Board Meeting: November 16, 2021 at 5:30pm

December Regular Board Meeting: December 14, 2021 at 5:30pm

December Finance Committee Meeting: December 9, 2021 at 10am

Director DeLong made the motion to approve the consent agenda.

Director Fowler seconded the motion.

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

ACTION ITEMS
1. Roof Repairs at the Yuba Feather Museum

Director Brandt made the motion to allocate \$429 for roof repairs to the Yuba Feather Museum.

Director Fowler seconded the motion.

***The motion to allocate \$429 for roof repairs for the Yuba Feather Museum passed with a unanimous vote.**

2. Utility Terrain Vehicle Purchase

Director Fowler made the motion to allocate up to \$14k to purchase a Utility Terrain Vehicle. Director Thomas seconded the motion.

***The motion to allocate up to \$14k to purchase a Utility Terrain Vehicle passed with a unanimous vote.**

3. Memorandum of Understanding with the Butte County Sheriff Office Alternate Custody Supervision Program The existing Memorandum of Understanding (MOU) ends on November 1, 2021. Attached is an update to the MOU with a 3-year term. The purpose of the MOU for the Sheriff's Alternative Custody Supervision Program (ACS) to assign and supervise Sheriff approved ACS inmates to various public service activities in and for FRRPD. These services have been essential to vegetation management and clearing of illegal camps at Riverbend Park.

Director DeLong made the motion to approve the Memorandum of Understanding with the Butte County Sheriff Office Alternate Custody Supervision Program.

Director Brandt seconded the motion.

***The motion to approve the Memorandum of Understanding with the Butte County Sheriff Office Alternate Custody Supervision Program passed with a unanimous vote.**

4. All Things Cleaning Contract Amendment

Director Brandt made the motion to approve the All Things Cleaning contract amendment as presented. Director Fowler seconded the motion.

***The motion to approve the All Things Cleaning contract amendment passed with a unanimous vote.**

5. Prop 68 Consultant Services Proposal

Director Fowler made the motion to accept the proposal for services provided by Melton Design Group. Director Thomas seconded the motion.

***The motion to accept the proposal for services by Melton Design Group passed with a unanimous vote.**

DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS WERE REVIEWED.

BOARD ITEMS FOR UPCOMING AGENDA(S)

1. Master Plan Finalization
2. Feather River Trail
3. Public Workshop: FRRPD Asset Study
4. ORCA MOU Update: Summary for the Board

CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 6:47 PM.

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

2:47 PM
11/08/2021
Accrual Basis

	Oct 31, 21	Oct 31, 20	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	201,605	84,542	117,063	138%
1010.2 - Treasury Cash - Reserve	347,494	302,494	45,000	15%
1010.3 - Treasury Admin Ins Proceeds	216,525	216,525	0	0%
1010.4 - Treasury Ins Proceeds Playtown	34,678	157,385	-122,707	-78%
Total 1010 - Treasury Cash	800,302	760,946	39,356	5%
1020 - Imprest Cash	1,000	519	481	93%
1030 - BofW - Merchant Acct.	143,469	133,701	9,768	7%
1031 - BofW Project INS PROCEEDS	290,257	463,143	-172,886	-37%
1040 - Fund 2610 - BAD	35,426	39,626	-4,200	-11%
1050 - Impact Fees	951,972	583,436	368,536	63%
Total Checking/Savings	2,222,426	1,981,371	241,055	12%
Accounts Receivable	-7,273	31,726	-38,999	-123%
Other Current Assets				
1302 - FEMA Riverbend Claim A/R	2,839	2,839	0	0%
1310 - Miscellaneous Receivables	-46	0	-46	-100%
1320 - Umpqua Bank Project Fund	188,856	188,856	0	0%
Total Other Current Assets	191,649	191,695	-46	-0%
Total Current Assets	2,406,802	2,204,792	202,010	9%
Fixed Assets				
1410 - Land	627,494	627,494	0	0%
1420 - Buildings & Improvements	15,903,777	15,029,020	874,757	6%
1430 - Equipment & Vehicles	1,849,196	1,150,139	699,057	61%
1440 - Construction in Progress				
1443 - CIP Riverbend Restoration RB99	0	982,957	-982,957	-100%
1448 - CIP Nelson SBF NE99	801,326	105,576	695,750	659%
1450 - CIP Feather River Trail FRT99	23,210	2,393	20,817	870%
1451 - CIP Playtown Bathroom Fire	525,622	171,716	353,906	206%
Total 1440 - Construction in Progress	1,350,158	1,262,642	87,516	7%
1499 - Accumulated Depreciation	-6,185,645	-5,433,828	-751,817	-14%
Total Fixed Assets	13,544,980	12,635,467	909,513	7%
Other Assets	218,805	239,004	-20,199	-8%
TOTAL ASSETS	16,170,587	15,079,263	1,091,324	7%

	Oct 31, 21	Oct 31, 20	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	94,359	41,951	52,408	125%
Credit Cards				
2300 - Credit Cards Payable	4,331	363	3,968	1,093%
2350 - Supplier Accounts	696	127	569	448%
Total Credit Cards	5,027	490	4,537	926%
Other Current Liabilities				
2100 - Payroll Liabilities	92,032	39,754	52,278	132%
2210 - Accrued Debt Interest	7,220	7,913	-693	-9%
2400 - Deposits/Refunds to Customers	0	1,223	-1,223	-100%
2405 - Deferred Revenue	18,075	0	18,075	100%
Total Other Current Liabilities	117,327	48,890	68,437	140%
Total Current Liabilities	216,713	91,331	125,382	137%
Long Term Liabilities				
2954 - Ford Motor Vehicle Loan	25,882	40,783	-14,901	-37%
2955 - Umpqua Bank Tax Exempt Bond A	2,558,647	2,778,339	-219,692	-8%
2960 - Umpqua Bank Taxable Bond B	80,000	107,000	-27,000	-25%
2975 - GASB 68 CalPERS Liab Valuation	1,074,605	1,074,605	0	0%
Total Long Term Liabilities	3,739,134	4,000,727	-261,593	-7%
Total Liabilities	3,955,847	4,092,058	-136,211	-3%
Equity	12,214,739	10,987,205	1,227,534	11%
TOTAL LIABILITIES & EQUITY	16,170,586	15,079,263	1,091,323	7%

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

	Oct 21	Budget	\$ Over Budget	Staff Comments	Jul - Oct 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense									
Income									
4100 - Tax Revenue	83,954		83,954		83,954		83,954	100%	1,900,000
4150 - Tax Revenue (BAD)									308,000
4300 - Program Income	46,612	107,465	(60,853)	Classes \$3k, Gym Rent \$8k, Park Rent \$4k, Youth Sports \$3k, Preschool \$14k, Gymnastics \$14k	219,923	311,858	(91,935)	71%	893,575
4400 - Donation & Fundraising Income	2,400		2,400	Valley Oaks donation for Preschool	9,750	2,500	7,250	390%	2,500
4600 - Other Income									1,000
4900 - Interest Income	3,871		3,871		3,871		3,871	100%	19,000
4905 - Interest Income - BAD									2,500
Total Income	136,837	107,465	29,372		317,498	314,358	3,140	101%	3,126,575
Gross Profit	136,837	107,465	29,372		317,498	314,358	3,140	101%	3,126,575
Expense									
5000 - Payroll Expenses	107,927	130,700	(22,773)		458,864	552,340	(93,476)	83%	1,690,123
5031 - GASB 68 Benefit Expense		3,450	(3,450)		67,639	70,450	(2,811)	96%	70,450
5100 - Advertising & Promotion	22	917	(895)		1,185	3,664	(2,479)	32%	11,000
5120 - Bank Fees	400	584	(184)		839	2,328	(1,489)	36%	7,000
5130 - Charitable Contributions									2,500
5140 - Copying & Printing	779	844	(65)		2,977	3,373	(396)	88%	10,125
5155 - Employment New Hire Screen	165	150	15		233	800	(567)	29%	2,000
5160 - Dues, Mbrshps & Subscriptions	7,615		7,615	CSDA annual \$7.6k	7,804	6,000	1,804	130%	10,500
5170 - Education & Development		1,000	(1,000)		330	3,000	(2,670)	11%	8,500
5175 - Equipment Rental		875	(875)			3,500	(3,500)		10,500
5180 - Equipment, Tools & Furn (<\$5k)									
5182 - Operating ET&F					2,047	1,500	547	136%	2,777
5184 - Program ET&F	4,912	1,133	3,779	Gymnastics mat \$1.9k, karate mat \$3k	5,956	4,536	1,420	131%	13,600
5186 - Site/Shop ET&F	1,364	833	531	Blower \$575, Pallet Jack \$800	2,083	3,336	(1,253)	62%	10,000
5187 - IT Computer/Hardware Technology		667	(667)			2,664	(2,664)		8,000
5188 - IT Computer/Software Technology	642	1,000	(358)		12,598	12,600	(2)	100%	20,600
Total 5180 - Equipment, Tools & Furn (<\$5k)	6,918	3,633	3,285		22,684	24,636	(1,952)	92%	54,977
5200 - Insurance					161,340	185,000	(23,660)	87%	185,000
5210 - Interest Expense - Operating	149	125	24		621	500	121	124%	1,500
5225 - Postage & Delivery		20	(20)		104	80	24	130%	1,500
5230 - Professional & Outside Svcs	6,445	28,750	(22,305)		39,507	76,800	(37,293)	51%	230,000
5260 - Repairs & Maintenance									
5261 - Building R&M	4,603	3,000	1,603	Act Center \$1k, Shop electric rewire \$2k, Tennis court bathroom plumbing \$900, paint supplies all sites \$600	6,576	9,000	(2,424)	73%	25,000
5262 - Equip Repairs & Small Tools	1,321	1,500	(179)		4,705	6,000	(1,295)	78%	18,000
5263 - General R&M		1,250	(1,250)			5,000	(5,000)		15,000
5264 - Grounds R&M	3,279	500	2,779	Irrigation	10,150	24,500	(14,350)	41%	60,000
5265 - Janitorial Supplies	820	3,175	(2,355)		7,666	9,700	(2,034)	79%	26,000
5266 - Vandalism Repair	8,998	400	8,598	Riverbend pump repair \$9k	14,922	1,800	13,122	829%	5,000
5267 - Vehicle R&M	902	825	77		3,566	3,400	166	105%	10,000
5268 - Aquatics Pool R&M	834	1,000	(166)		8,684	16,000	(7,316)	54%	40,000
5269 - Outside Contractor/Services R&M	7,730	1,250	6,480	Playtown squirrel abatement \$2750	11,573	5,000	6,573	231%	15,000
Total 5260 - Repairs & Maintenance	28,487	12,900	15,587		67,842	80,400	(12,558)	84%	214,000
5270 - Security	118	1,650	(1,532)		1,414	6,600	(5,186)	21%	20,000
5280 - Supplies - Consumable	2,667	14,650	(11,983)		10,648	29,173	(18,525)	37%	82,523
5290 - Taxes, Lic., Notices & Permits		430	(430)		6,051	1,723	4,328	351%	5,163
5300 - Telephone/Internet	1,204	1,175	29		4,898	4,710	188	104%	14,110
5310 - Transportation, Meals & Travel	2,321	3,075	(754)		10,378	11,100	(722)	93%	32,900
5320 - Utilities	34,931	20,115	14,816	Water and PGE remains high	137,579	112,250	25,329	123%	309,350

	Oct 21	Budget	\$ Over Budget	Staff Comments	Jul - Oct 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
7000 - Debt Interest	7,220	7,220	0		29,412	29,411	1	100%	85,570
Total Expense	207,368	232,263	(24,895)		1,032,349	1,207,838	(175,489)	85%	3,059,291
Net Ordinary Income	(70,531)	(124,798)	54,267		(714,851)	(893,480)	178,629	80%	67,284
Other Income/Expense									
Other Income									
4200 - Impact Fee Income	91,766				125,576				
4500 - Grant/Reimbursed Expense Income					0				
4650 - Insurance Proceeds	108,846				290,795				
Total Other Income	200,612				416,371				
Other Expense									
5102 - Insurance Claim Expense	5,037				12,482				
Total Other Expense	5,037				12,482				
Net Other Income	195,575				403,889				
Net Income	125,044	(124,798)	249,842		(310,962)	(893,480)	582,518	35%	67,284

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

	Date	Source Name	Memo	Amount	Balance
1010 - Treasury Cash					251,203
1010.3 - Treasury Admin Ins Proceeds					216,525
Total 1010.3 - Treasury Admin Ins Proceeds					216,525
1010.4 - Treasury Ins Proceeds Playtown					34,678
Total 1010.4 - Treasury Ins Proceeds Playtown					34,678
Total 1010 - Treasury Cash					251,203
1031 - BofW Project INS PROCEEDS					181,410
	10/06/2021	DEPOSIT	RIVERBEND INS PROCEEDS ASPEN SPECIALITY	101,590	283,000
	10/22/2021	DEPOSIT	RIVERBEND INS PROCEEDS ASPEN SPECIALITY	7,256	290,256
Total 1031 - BofW Project INS PROCEEDS				108,846	290,256
1302 - FEMA Riverbend Claim A/R					2,839
Total 1302 - FEMA Riverbend Claim A/R					2,839
1320 - Umpqua Bank Project Fund					188,856
Total 1320 - Umpqua Bank Project Fund					188,856
1410 - Land					627,494
Total 1410 - Land					627,494
1420 - Buildings & Improvements					15,903,777
Total 1420 - Buildings & Improvements					15,903,777
1430 - Equipment & Vehicles					1,849,196
Total 1430 - Equipment & Vehicles					1,849,196
1440 - Construction in Progress					1,344,873
1448 - CIP Nelson SBF NE99					800,239
	10/18/2021	STREAMLINE ENGINE WRITTEN ASSESSMENT PRIOR TO POUR SBF GRA		425	800,664
Total 1448 - CIP Nelson SBF NE99				425	800,664
1450 - CIP Feather River Trail FRT99					23,210
Total 1450 - CIP Feather River Trail FRT99					23,210
1451 - CIP Playtown Bathroom Fire					521,424
	10/20/2021	SHARP'S LOCKSMITH/LOCKS PLAYTOWN BATHROOM		1,623	523,047
Total 1451 - CIP Playtown Bathroom Fire				1,623	523,047
Total 1440 - Construction in Progress				2,048	1,346,921
2955 - Umpqua Bank Tax Exempt Bond A					-2,558,647
Total 2955 - Umpqua Bank Tax Exempt Bond A					-2,558,647
2960 - Umpqua Bank Taxable Bond B					-80,000
Total 2960 - Umpqua Bank Taxable Bond B					-80,000

Feather River Recreation & Park District
Check Register
 October 2021

Date	Num	Name	Memo	Credit
10/07/2021	90070	BLUE SHIELD OF CALIFORNIA	4004625 OCT21 PREMIUMS	9,209.44
10/07/2021	90071	HUMANA INSURANCE CO.	657103-001	67.20
10/07/2021	90072	PREMIER ACCESS	15763 OCT21 PREMIUMS	880.33
10/07/2021	90073	ABC NICK'S PIONEER TOWING	BLACK VAN TOW	1,000.00
10/07/2021	90074	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	4,717.00
10/07/2021	90075	BANKCARD CENTER	STATEMENT PAYMNT	2,352.48
10/07/2021	90076	BETTER DEAL EXCHANGE	Acct#701960	261.19
10/07/2021	90077	HOLIDAY POOL CONSTRUCTION	SBF NELSON POOL PROJECT	198,127.50
10/07/2021	90078	COLLINS, NATALIE	REFUND	25.00
10/07/2021	90079	DAVIS, SHERRI	REFUND	50.00
10/07/2021	90080	DILLEY, MELODY	REFUND	50.00
10/07/2021	90081	EDMONDSON, SHANNON	REFUND	50.00
10/07/2021	90082	GUIDO, VICTOR	REFUND	50.00
10/07/2021	90083	GUILLEMI, SAMANTHA	REFUND	25.00
10/07/2021	90084	HAIR, JASON	REFUND	50.00
10/07/2021	90085	HARREY, JOSEPH	REFUND	50.00
10/07/2021	90086	JAMES, ELIZABETH	REFUND	50.00
10/07/2021	90087	TOMLIN, SHANNON	REFUND	50.00
10/07/2021	90088	WHITEHEAD, JADELYN	REFUND	50.00
10/07/2021	90089	COMCAST	Acct#8155600190189780 PHONE/INT	540.46
10/07/2021	90090	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
10/07/2021	90091	DELONG, SHANNON	BOD STIPEND	100.00
10/07/2021	90092	ROCCHI, STEVE	BOD STIPEND	200.00
10/07/2021	90093	THOMAS, DEVIN	BOD STIPEND	100.00
10/07/2021	90094	ACCULARM SECURITY SYSTEMS	Security Monitoring - 4/1/21-6/30-21	843.00
10/07/2021	90095	COMCAST	Acct# 8155 60 019 0233893	174.63
10/07/2021	90096	DAWSON OIL COMPANY	62765 FUEL	2,435.98
10/07/2021	90097	LAKE OROVILLE AREA PUBLIC UTIL	2921 B Street Sewer Service- MLK Pa	132.18
10/07/2021	90098	NORTH YUBA WATER DISTRICT	2695 FBT WATER	29.00
10/07/2021	90099	ROTO-ROOTER	PLUMBING RIVERBEND	270.00
10/07/2021	90100	SCI Consulting Group	BAD ENG REPORT	8,903.36
10/07/2021	90101	Staples	STAPLES STATEMENT 3721	150.74
10/07/2021	90102	SURPLUS CITY	CONEX RENTAL	255.00
10/07/2021	90103	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	705.90
10/07/2021	90104-137	PAYROLL	PAYROLL ITEMS	28,844.22
10/21/2021	90138	BURLESON, HARRY	INSTRUCTOR JUDO	78.00
10/21/2021	90139	VALENCIA, ESTELA.	EXPENSE REIMBR COSTCO	52.83
10/21/2021	90140	EVERY'S	TRUCK MAINT 2018 FORD	95.78
10/21/2021	90141	BETTER DEAL EXCHANGE	Acct#701960	227.61
10/21/2021	90142	BRIGGS CAR CARE CENTER	F250 2019 CAT CONVERTER	3,904.49
10/21/2021	90143	Butte County Sheriff's Office	SHERIFF WORK CREW	320.00
10/21/2021	90144	COMP	EMPLOYEMNT SCREEN	93.00
10/21/2021	90145	EWING	IRRIGATION	530.24
10/21/2021	90146	FASTENAL	MISC PARTS/SUPPLIES	68.62
10/21/2021	90147	FORD MOTOR CREDIT COMPANY L	LEASE 9423800 F250 2019	758.39
10/21/2021	90148	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL NELSON	75.00
10/21/2021	90149	HOME DEPOT	HOME DEPOT STATEMENT	1,116.60
10/21/2021	90150	Industrial Power Products	EQUIPMENT REPAIR	156.64
10/21/2021	90151	JC NELSON SUPPLY	JANITORIAL SUPPLIES	1,331.26
10/21/2021	90152	KEANE, NICOLE.	DOJ REIMBR	71.75
10/21/2021	90153	LES SCHWAB TIRES	TIRES	348.72
10/21/2021	90154	Lincoln Aquatics	POOL CHEMICALS	1,944.92
10/21/2021	90155	MAZES CONSULTING	ITS SUPPORT/SUBSCRIPTIONS	4,222.89
10/21/2021	90156	Normac	POOL LEAK REPAIR	781.57
10/21/2021	90157	Oroville Cable & Equipment	BALLARD CABLES	170.82
10/21/2021	90158	P.G. & E.	7241369682-3 6/23/21-7/22/21	12,514.29
10/21/2021	90159	PACE SUPPLY	BATHROOM REPAIR	699.30
10/21/2021	90160	RECOLOGY BUTTE COLUSA COUN	TRASH ALL SITES	1,884.04
10/21/2021	90161	RIEBES AUTO PARTS	TRUCK REPAIRS	1,082.86
10/21/2021	90162	ROTO-ROOTER	PLUMBING RIVERBEND	270.00
10/21/2021	90163	SHARP'S LOCKSMITHING	KEYS/LOCKS	361.57
10/21/2021	90164	Sunrise Environmental Scientific	JANITORIAL SUPPLIES	1,168.66
10/21/2021	90165	TWSD	4-112.01 WATER NELSON	2,879.04
10/21/2021	90166	Valley Truck & Tractor, Inc.	BACKPACK BLOWER	514.75
10/21/2021	90167	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	168.19
10/21/2021	90168	Williams Electric Company, Inc	REWIRE SHOP	2,133.00
10/21/2021	90169	Zee Medical Services	SAFETY SUPPLIES	2,272.86
10/21/2021	90170-210	PAYROLL	PAYROLL ITEMS	31,326.95
TOTAL				<u>334,624.25</u>



RESOLUTION NO. 1978-21

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$125,000 FROM THE MERCHANT PAYMENT RECEIVED BY CREDIT CARD ACCOUNT: BANK OF THE WEST TO THE GENERAL FUND ACCOUNT 2600

WHEREAS, the General Manager has reviewed the finances of the District and recommends transferring \$125,000 from the Merchant Account at Bank of the West to the General Fund Account 2600; and

WHEREAS, the Board of Directors, after receiving the recommendation from the General Manager, agrees that it is in the best interest of the District to transfer non-Impact fee funds in the amount of \$125,000 from the Bank of the West Merchant Account to the General Fund Account 2600; and

NOW THEREFORE, IT BE RESOLVED, that the Board of Directors of the Feather River Recreation and Park District approves the transferring of \$125,000 from the Bank of the West Merchant Account to the General Fund Account 2600.

PASSED AND ADOPTED, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 16th day of November 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____
Steven Rocchi, Chairperson

Shawn Rohrbacker, General Manager



STAFF REPORT

DATE: NOVEMBER 16, 2021

TO: BOARD OF DIRECTORS

FROM: DEBORAH PELTZER, BUSINESS MANAGER

RE: SURPLUS DISTRICT ITEMS

SUMMARY

The District has two items that are non-functioning, obsolete and/or otherwise no longer needed.

BACKGROUND

District Policy requires that the Board declare unneeded or obsolete inventory as surplus before it can be disposed.

Description of items:

1. 2007 Ford F-150 pick-up truck- head gasket/engine
2. 2008 Dodge Ram pick-up truck- head gasket/engine

BUDGETARY IMPACT

Any proceeds from the sale of this equipment will be deposited into the General Fund. Currently, replacing trucks isn't necessary. Staff is moving the F350 Van, previously used by Preschool and Camp, to the maintenance department for use of trash runs and hauling items. Staff will review fleet status during the 2022-23 budget process and if deemed necessary will make recommendation for new truck purchase at that time.

RECOMMENDATION

Approve above items of District equipment to be declared as surplus and direct the General Manager to dispose of it, as per Board Policy 28. FRRPD utilizes website govdeal.org surplus items and notifications will be posted on FRRPD social media alerting the public of auction items.

ALTERNATIVE ACTIONS

Deny request and direct staff to replace engines.



STAFF REPORT

DATE: NOVEMBER 16, 2021

TO: FRRPD BOARD OF DIRECTORS

FROM: SHAWN ROHRBACKER, GENERAL MANAGER

RE: CHANGE IN ALLOCATION FOR THE PROP 68 PER CAPITA GRANT PROGRAM

SUMMARY

FRRPD has been awarded \$177,952 through the 2021 Prop 68 Per Capita Grant Program. The current 2021-2022 Fiscal Year Budget has this funding allocated to improvements at the Activity Center. The allocation application to receive the funding is due December 31st, 2021. During the application process, staff has been notified that the funding cannot be allocated to the mostly maintenance related items planned for the Activity Center. Staff would like to instead allocate the funding to the Nelson Pool SBF project. There is currently \$200,000 from the General Fund allocated for Nelson Pool. With the change in allocation, the grant funding would go to Nelson Pool and \$177,952 would go back to the General Fund, to be available as needed for the Activity Center maintenance projects. Each Activity Center project will be brought to the board for approval. A summary of the Activity Center projects is shown below.

Act Center Gym Swamp Coolers	\$ 35,000
Act Center Sewage Pump	\$ 10,000
Act Center Upgrade Fire System	\$ 50,000
Act Center Small Gym Acoustics	\$ 20,000
Act Center Contingency Deferred Maint	\$ 10,000
Act Center Playground Preschool	\$ 50,000
Total	\$ 165,000

Given the current state of low income related to COVID and staffing challenges, the \$177,952 allocation back to the General Fund could also be available for emergency related operations.

RECOMMENDATION

Provide direction to the General Manager to change allocation of \$177,952 in Prop 68 Per Capita Grant funding from the Activity Center to the Nelson Pool SBF project and change \$177,952 in General Fund allocation from Nelson Pool back to the General Fund, to be available for Activity Center maintenance or emergency operating funds.



RESOLUTION NO. 1979-21

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE APPLICATION FOR REGIONAL PARK PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Regional Park Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the Feather River Recreation and Park District Board of Directors hereby: APPROVES THE FILING OF AN APPLICATION FOR THE RIVERBEND PARK RECREATION CENTER; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to the General Manager to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines. 6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G). Approved and adopted the 16th day of November 2021. I, the undersigned, hereby certify that the foregoing Resolution Number 1979-21 was duly adopted by the Feather River Recreation and Park District Board of Directors, following a roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____

Steven Rocchi, Chairperson

Shawn Rohrbacker, General Manager



OCTOBER 2021 DEPARTMENT UPDATES

Parks & Maintenance

Joe Velasquez – Park Supervisor

Ongoing & Completed Projects:

Below is a list of projects and deferred maintenance that has been completed by the maintenance team/outside contractors. The list below is additional work completed on top of their normal weekly maintenance schedule.

Riverbend Park:

- Trimming trees throughout developed areas
- Irrigation repairs
- Homeless clean up event on 10/30. Cleared out 30+ camps, filled three 40 yd dumpsters.
- Cleaned up brush and overgrowth in little dog park area.
- Removing tree stakes from trees that can stand on their own.
- Weed spraying

Tennis Courts:

- Bathroom repairs

Skate Park:

- New lights installed
- Trees trimmed
- Benches painted
- New timer for lighting
- Lights are now on from 5pm to 9pm.

MLK:

- Bathrooms painted
- Trees trimmed in park
- Irrigation leaks fixed
- Drinking fountain repaired
- Lighting around parking lot repaired
- Preparations for Prop 68 tree planting event
 - Scheduled for Dec 4th
 - Community event
 - Our team pre digging holes and setting up irrigation

Palermo:

- Small pool shut down



OCTOBER 2021 DEPARTMENT UPDATES

- Leak company conducted tests, found many leaks and repairs that are need

Nelson:

- Trees trimmed throughout park
- Playground pressure washed
- Graffiti removed

Nolan:

- Squirrel abatement ongoing
 - Small decline in squirrel activity
 - Finding dead squirrels in the park
- Trees trimmed in park
- Fencing fixed
- Gates on baseball fields fixed
- Graffiti removal in dugouts

Activity Center:

- New mats installed in karate room
- New faucets in preschool
- Roof repairs
- Inside roof tile replacement

Maintenance Shop:

- Working on osha compliance
- Trimming hedges around perimeter of shop

Additional Information:

Following the large storm event we had, there were many fallen trees and branches throughout all the parks. The crew spent the week following the event cleaning up all the fallen debris. With the significant amounts of rain, the teams have been unable to mow regularly. We have shut off all the irrigation to all parks to compensate for the increased wet weather. Mowing will resume as we have dry weather.

Leaf season is here. The crew is spending time every week picking up leaves where they can and mulching in areas where they can. The leaves fall as fast as they are picked up so this will be an ongoing task for the next months.

Upcoming Projects:

- MLK tree planting event
- Shawnee field light replacement
- Homeless clean up riverbend park (Early January)



OCTOBER 2021 DEPARTMENT UPDATES

Recreation

Justin Douthit – Recreation Supervisor

Recreation Program Update

- **Gymnastics**
 - Team Training Camp September: 30 Registered Team Members
 - Rec Classes September: 8 classes / 91 Registered part.
 - Kinder & Pre-Kinder September: 9 classes / 95 Registered part.
- **Fitness/Dance and Martial Arts Classes**
 - U-Jam Fitness w/Lori September: 3-6 students/class
 - Karate w/Sensei Jackson September: 24 registered participants
 - Karate w/ Bryce Keeney September: 17 registered participants
 - Judo w/Harry Burleson September: 3 registered participants
 - Jujitsu w/ Harry Burleson September: 3 registered participants
- Line dancing to return in January 2022
- Dance fitness and personal training with Karen Lease in January 2022
- Premier World Discovery
 - 4 Trips planned for 2022
 - 28 September 2022 | Nashville, Smoky Mountains & Bluegrass
 - 18 October 2022 | Highlights of Italy's Amalfi Coast
 - 06 November 2022 | Great Trains & Grand Canyons
 - 07 December 2022 | Washington DC Holiday
- **Adult Sports**
 - Softball (Fall League) 2 Divisions 12 Teams (6 men's/6 coed)
- **Aquatics**
 - Nelson Pool closed due to construction.
 - Palermo Pool
 - Maintenance Scheduled
- **Youth Sports**
 - Basketball (season 1)
 - November 8 - January 20 | 5/6th Girls & 7/8th Boys
 - 5th/6th Girls – 8 Teams
 - 7th/8th Boys – 9 Teams
 - Games played at Manzanita Elementary School & Palermo Middle School

Current Projects

- Develop more classes and programs for seniors
 - Senior Committee?

Upcoming Projects

- Potential upgrade and restoration of Nelson Sports Complex
 - Outfield grass restoration on at least 2/3 softball fields
 - New LED bulbs in Field Lights
 - Repair or purchase new Scoreboards
 - Prep for tournament use and/or increase league use
- Food Truck Event – Spring 2020



OCTOBER 2021 DEPARTMENT UPDATES

Childcare Services

Estela Valencia – Director of Children’s Services

Preschool Enrollment: 28 children

Recently Completed Events/Projects:

We concluded this month with a fun Halloween party and trick-or-treating. Our children dressed up and enjoyed a fun day full of goodies and fun activities. Our center had the first unannounced visit from the Butte County coordinator of the CACFP meal program. The visits are meant to make sure sponsored sites are complying. Documentation was reviewed and submitted: meal counts, menus, sign in/out sheets, refrigerator temp logs etc... Everything went well.

Upcoming Events/Projects:

Our center is looking into the idea of starting a garden in the spring with funding from the Cal Fresh program. A garden would be a fun and interactive way to get our young children excited about eating healthy, science, cause, and effect and so much more.

Administration, Events & Marketing

Victoria Anton – Executive Administrator

Ongoing & Completed Projects:

- Community Events:
 - Halloween Jamboree Gymnastics Meet October 23 & 24
 - Forbestown Haunted House October 31
- Representing FRRPD: Attended Community Council and Oroville Tourism Committee meetings.
- Department Support:
 - Activity Center Small Gym Floor Repairs
 - Troubleshooting IT issues
 - Indoor Facility Reservation Requests
 - Alarm/Key Assignments for Nolan Complex storage and restroom facility

Upcoming Projects:

- Event Planning/Assistance:
 - Yuba Feather Museum Hometown Christmas
 - Toy Run at Riverbend Park
 - FRRPD Volunteer Orientation
 - 2021 Spring Concerts in the Park Series
- Agreements & Contracts:
 - Facility use agreement with the Forbestown Advisory Council
 - Review of copier lease for the Activity Center
 - Cintas contract term and wrap up