



**FEATHER RIVER RECREATION & PARK DISTRICT**  
Regular Board Meeting  
January 28, 2025

**PALERMO GRANGE**  
7600 Irwin Ave  
Palermo, CA 95968

**OUR MISSION:** 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.

**AGENDA**

**Open Session at 5:30 PM**

*Written comments must be sent to [KendyleA@frprd.com](mailto:KendyleA@frprd.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 Greg Passmore  
Vice-Chairperson Shannon DeLong  
Director Devin Thomas  
Director Michelle Huffman  
Director Scott "Kent" Fowler

**PLEDGE OF ALLEGIANCE**  
**MISSION STATEMENT**

**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 a 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. December 17, 2024 Regular Board Meeting Minutes (Appendix A)**
- 2. December 2024 Financials (Appendix B)**
- 3. Lake Oroville Little League 2025 Season MOU (Appendix C)**

Consent Agenda Motion:

Vote:

**NON ACTION ITEMS**

**1. District Annual Budget Calendar**

The District’s approved annual budget for the fiscal year will establish the guidelines for all expenditures associated with the general operations of the District. Expenditures for emergencies and special projects, not planned for at the start of the fiscal year, will be under the authority of the Board of Directors.

**BUDGET SCHEDULE**

- 1. January: Review budget process with staff
- 2. March: Full-time salaries and benefits, Projected revenue from taxes, Estimated utility costs, Recreation program budget, Park/maintenance budget, Capital outlay proposals
- 3. March: Review budget with staff
- 4. April: Board budget workshop
- 5. April: Benefit Assessment oversight community input
- 6. May: Approval of preliminary budget
- 7. June: Public Hearing date Adoption of appropriation limitations
- 8. July: Adoption of final budget
- 9. July 31<sup>st</sup>: Submit final budget to County.

**2. Bedrock Skate & Bike Park Project (Appendix D)**

Update providing the current status of Bedrock Skatepark, detailing the removal of deteriorated ramps and features, repairs to structurally sound ramps, and efforts to identify replacement options.

**ACTION ITEMS**

**1. Chairperson shall appoint members to the following committees (Appendix E)**

**Finance**

Two Directors meet monthly

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

**Parks & Facilities**

Two Directors meet as needed

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

**Recreation**

Two Directors meet as needed

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

**Personnel Policies & Procedures**

Two Directors meet as needed

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

**Supplemental Benefits Fund**

Two Directors plus an alternate

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

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

**2. Palermo Pool Project (Appendix F)**

The Board may consider acceptance, in whole or part, or reject, any or all proposals, for RFP’s submitted for the Palermo Pool Repair & Renovation project.

Motion:

Vote:

**3. Nelson Pickleball Project (Appendix G)**

Staff is seeking permission to move forward with the revised proposal dated December 6, 2024, for a phased approach to the design and construction of pickleball improvements at Nelson Sports Complex

Motion:

Vote:

**4. Executive Administrator Leave of Absence (Appendix H)**

The Board may consider the hiring of (2) two part-time temporary positions to fill the vacancy during a leave of absence of the current Executive Administrator.

Motion:

Vote:

**5. Resolution No. 2047-25: A Resolution Of The Board Of Directors Of The Feather River Recreation And Park District Providing Compensation Of \$100 To Each Board Member For Attendance At Meetings Of The Board With A Maximum Of Six Meetings In Any Calendar Month, In Accordance With Article 5 Of The California Public Resources Code (Appendix I)**

Motion:

Vote:

**6. Resolution No. 2048-25: A Resolution Of The Board Of Directors Of The Feather River Recreation And Park District Approving The Transfer Of Parkland & Facilities Development Impact Fee Funds to the General Fund Account 2600 (Appendix J)**

Transfer of funds in the Amount Of \$8,631.00 to pay for engineering services for new construction: Nelson Pickleball Courts

Motion:

Vote:

**7. Resolution No. 2049-25: A Resolution Of The Board Of Directors Of The Feather River Recreation And Park District Approving The Transfer Of Parkland & Facilities Development Impact Fee Funds to the General Fund Account 2600 (Appendix K)**

Transfer of funds in the Amount Of \$14,950.00 to pay for new construction: Palermo Park Playground and Parking ADA additions

Motion:

Vote:

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

**UNFINISHED BUSINESS**

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

**ADJOURNMENT**

Adjourn to the next meeting of the Board of Directors of the Feather River Recreation and Park District scheduled for February 25, 2025.



**FEATHER RIVER RECREATION & PARK DISTRICT**  
Regular Board Meeting  
December 17, 2024

**OROVILLE CONVENTION CENTER**  
1200 Myers Street  
Oroville, CA 95965

**OUR MISSION:** 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.

**DRAFT MINUTES**

**Open Session 5:30 PM**

*Written comments must be sent to [KendyleA@frprd.com](mailto:KendyleA@frprd.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.*

**MEETING CALLED TO ORDER AT 5:30 PM**

**PLEDGE OF ALLEGIANCE**

**GENERAL MANAGER WILL CONFIRM RECEIPT OF THE CERTIFICATE OF ELECTION AND OATH OF OFFICE FOR THE ELECTED DIRECTORS**

General Manager Brian Wilson confirmed receipt of Certificate of Election and Oath of Office for elected officials:  
Shannon DeLong  
Devin Thomas  
Michelle Huffman

**ROLL CALL**

Chairperson Scott "Kent" Fowler	<u>Present</u>
Vice-Chairperson Greg Passmore	<u>Present</u>
Director Devin Thomas	<u>Present</u>
Director Michelle Huffman	<u>Present</u>
Director Shannon DeLong	<u>Present</u>

**PLEDGE OF ALLEGIANCE**

**MISSION STATEMENT**

**PUBLIC COMMENT**

Comment from a member of the community expressing a desire to see youth drop-in program opportunities at the Oroville Convention Center.

**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. November 19, 2024 Regular Board Meeting Minutes**
- 2. November 2024 Financials**
- 3. Authorize 2025-2026 Butte County Sherriff Work Crew MOU**
- 4. Authorize OTown Flag Football Facility Use Agreement**
- 5. Authorize Just Send It Cornhole Facility Use Agreement**
- 6. Authorize Oroville Promenaders Facility Use Agreement**

Director DeLong made a motion to approve the consent agenda.

Director Thomas seconded the motion.

\*The motion passed with a unanimous vote.

## **ACTION ITEMS**

### **1. Nominate Chairperson and Vice-Chairperson for 2025**

Director DeLong nominated Director Passmore for Chairperson.

Ayes: Director DeLong, Director Thomas, Director Huffman, Director Fowler

Abstain: Director Passmore

\*Director Passmore was appointed with a majority vote.

Director Passmore nominated Director DeLong for Vice Chairperson.

Ayes: Director Passmore, Director Thomas, Director Huffman, Director Fowler

Abstain: Director DeLong

\*Director DeLong was appointed with a majority vote.

### **2. Board Member Compensation**

The board may consider revision to current board member compensation for attendance at meetings, trainings and other approved events.

Director Huffman made a motion to revise the FRRPD Policy and Procedures Handbook, Section 7, Process, to read "in accordance with California Public Resources Code Section 5784.15, Directors shall receive remuneration in the amount of \$100 (one hundred dollars) for attendance at each meeting of the board. Board members shall not receive compensation for more than six meetings of the board in a calendar month."

Director DeLong seconded the motion.

\*The motion passed with a unanimous vote.

### **3. Resolution No. 2044-24- A Resolution of the Board of Directors of the Feather River Recreation and Park District Acknowledging the completion of the Palermo ADA Upgrade Project Fixed Asset Number 24502**

Director DeLong made a motion to approve Resolution No. 2044-24.

Director Thomas seconded the motion.

\*The motion passed with a unanimous vote.

### **4. Resolution No. 2045-24 The Transfer Of Funds From Five Star Account: Riverbend '17 Insurance Depository To The County Account: General Fund Account 2600 for Riverbend North and South Gate Improvements**

Director DeLong made a motion to approve Resolution No. 2045-24

Director Passmore seconded the motion.

\*The motion passed with a unanimous vote.

### **5. Resolution No. 2046-24 A Resolution Of The Board Of Directors Of The Feather River Recreation And Park District Authorizing All Board Members To Sign All District Checks, ACH Transfers, And Check Registers**

Director Passmore made a motion to approve Resolution No. 2046-24.

Director DeLong seconded the motion.

\*The motion passed with a unanimous vote.

### **6. Allocations of funds to replace the Thermalito Family Center Pool Covers**

Proposes the replacement of pool covers for the Thermalito Family Center Pool, which has experienced significant wear and deterioration over time to regular use and aging.

Director Thomas made a motion to authorize staff to purchase pool covers not to exceed \$8000.00.

Director Huffman seconded the motion.

\*The motion passed with a unanimous vote.

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

Verbal Staff Report provided by GM Wilson

Verbal Staff Report provided by Supervisor Velasquez

Verbal Staff Report provided by Business Manager Singleterry

Director Fowler acknowledged appreciation for staff and fellow Board members for a successful, all be it challenging, 2024, stating that he looks forward to a more successful 2025.

Director DeLong expressed appreciation for staff efforts throughout the year.

#### **UNFINISHED BUSINESS**

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

1. January- Committee Appointments
2. January- Budget Calendar Presented
3. January 28, 2025 Regular Board Meeting will be held at the Palermo Grange located at 7600 Irwin Ave, Oroville, Ca. Open session is scheduled for 5:30pm.
4. Director Fowler asked that discussion of the Nelson Park Hwy 70 Bulletin Board be added to discussion.

#### **MEETING ADJOURNED AT 6:19 PM**

# FEATHER RIVER RECREATION & PARK DISTRICT

## BALANCE SHEET PRIOR YEAR COMPARISON

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
<b>1000000 · COUNTY TREASURY</b>				
1000101 · COUNTY TREASURY FUND 2600	1,745,569.09	1,716,861.14	28,707.95	1.67%
1001000 · COUNTY TREASURY FUND 2610	242,777.42	222,943.22	19,834.20	8.9%
1001010 · GENERAL RESERVES FUND	292,029.69	292,029.69		
<b>Total 1000000 · COUNTY TREASURY</b>	<b>2,280,376.20</b>	<b>2,231,834.05</b>	<b>48,542.15</b>	<b>2.18%</b>
<b>1002000 · COUNTY TREASURY FUND 2620</b>				
1002100 · COUNTY IMPACT PARKLAND FUND	797,868.10	760,947.98	36,920.12	4.85%
1002200 · CITY IMPACT PARKLAND FUND	109,138.16	101,836.53	7,301.63	7.17%
<b>Total 1002000 · COUNTY TREASURY FUND 2620</b>	<b>907,006.26</b>	<b>862,784.51</b>	<b>44,221.75</b>	<b>5.13%</b>
<b>1003000 · COUNTY TREASURY FUND 2630</b>				
1003100 · COUNTY IMPACT PUBLIC USE FUND	139,529.82	136,951.57	2,578.25	1.88%
1003200 · CITY IMPACT PUBLIC USE FUND	14,557.51	14,172.73	384.78	2.72%
<b>Total 1003000 · COUNTY TREASURY FUND 2630</b>	<b>154,087.33</b>	<b>151,124.30</b>	<b>2,963.03</b>	<b>1.96%</b>
<b>1004000 · COUNTY TREASURY FUND 2640</b>				
1004100 · COUNTY IMPACT AQUATICS FUND	10,195.86	8,735.62	1,460.24	16.72%
1004200 · CITY IMPACT AQUATICS FUND	13,344.70	12,994.90	349.80	2.69%
<b>Total 1004000 · COUNTY TREASURY FUND 2640</b>	<b>23,540.56</b>	<b>21,730.52</b>	<b>1,810.04</b>	<b>8.33%</b>
<b>1005000 · FIVE STAR BANK</b>				
1005100 · FSB MERCHANT DEPOSIT	25,910.39	42,816.24	(16,905.85)	(39.49%)
1005200 · FSB PAYROLL CLEARING	7,563.38	19,177.57	(11,614.19)	(60.56%)
1005300 · FSB RESTRICTED	1,688,935.54		1,688,935.54	100.0%
1005400 · FSB RB '17 FLOOD INS.	163,742.20	247,432.84	(83,690.64)	(33.82%)
<b>Total 1005000 · FIVE STAR BANK</b>	<b>1,886,151.51</b>	<b>309,426.65</b>	<b>1,576,724.86</b>	<b>509.56%</b>
<b>1006000 · IMPREST CASH</b>	1,203.32	1,203.32		
<b>1007000 · REFINANCE 2015 PREPAID LOAN</b>		19,435.14	(19,435.14)	(100.0%)
<b>Total Checking/Savings</b>	<b>5,252,365.18</b>	<b>3,597,538.49</b>	<b>1,654,826.69</b>	<b>46.0%</b>
<b>Accounts Receivable</b>				
1103000 · ACCOUNTS RECEIVABLE	(11,638.18)	3,557.73	(15,195.91)	(427.12%)
<b>Total Accounts Receivable</b>	<b>(11,638.18)</b>	<b>3,557.73</b>	<b>(15,195.91)</b>	<b>(427.12%)</b>
<b>Other Current Assets</b>				
1200000 · REFINANCE 2015 PREPAID INTEREST		17,478.93	(17,478.93)	(100.0%)
<b>Total Other Current Assets</b>		<b>17,478.93</b>	<b>(17,478.93)</b>	<b>(100.0%)</b>
<b>Total Current Assets</b>	<b>5,240,727.00</b>	<b>3,618,575.15</b>	<b>1,622,151.85</b>	<b>44.83%</b>
<b>Fixed Assets</b>				
1400000 · LAND	627,494.00	627,494.00		
1401000 · BUILDINGS & IMPROVEMENTS	13,789,963.46	16,987,344.91	(3,197,381.45)	(18.82%)
1402000 · EQUIPMENT & VEHICLES	3,443,891.12	3,443,891.12		
1403000 · ACCUMULATED DEPRECIATION	(7,704,233.00)	(7,704,233.00)		
1404000 · CONSTRUCTION IN PROGRESS				
1404100 · CIP FEATHER RIVER TRAIL FRT99	23,460.41	23,460.41		
1404130 · CIP SCOREBOARDS		57,739.85	(57,739.85)	(100.0%)
1404140 · CIP LIGHTING IMPROVEMENT		63,250.30	(63,250.30)	(100.0%)
<b>Total 1404000 · CONSTRUCTION IN PROGRESS</b>	<b>23,460.41</b>	<b>144,450.56</b>	<b>(120,990.15)</b>	<b>(83.76%)</b>
<b>Total Fixed Assets</b>	<b>10,180,575.99</b>	<b>13,498,947.59</b>	<b>(3,318,371.60)</b>	<b>(24.58%)</b>
<b>Other Assets</b>				
1510000 · GASB 68 VALUATION AUDITOR ADJ.	164,161.00	164,161.00		
<b>Total Other Assets</b>	<b>164,161.00</b>	<b>164,161.00</b>		
<b>TOTAL ASSETS</b>	<b>15,585,463.99</b>	<b>17,281,683.74</b>	<b>(1,696,219.75)</b>	<b>(9.82%)</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000000 · ACCOUNTS PAYABLE	136,085.85	169,558.98	(33,473.13)	(19.74%)
<b>Total Accounts Payable</b>	<b>136,085.85</b>	<b>169,558.98</b>	<b>(33,473.13)</b>	<b>(19.74%)</b>

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
<b>Credit Cards</b>				
<b>2003000 · DISTRICT CREDIT CARDS</b>				
2003001 · FSB DISTRICT CC		(14,739.70)	14,739.70	100.0%
2003007 · BOW CC 2709		819.28	(819.28)	(100.0%)
2003008 · BOW CC 6804		2,917.93	(2,917.93)	(100.0%)
<b>Total 2003000 · DISTRICT CREDIT CARDS</b>	0.00	(11,002.49)	11,002.49	100.0%
<b>2004000 · DISTRICT SUPPLIER ACCOUNTS</b>				
2004001 · BETTER DEAL EXCHANGE		49.84	(49.84)	(100.0%)
2004003 · WAL-MART		(486.37)	486.37	100.0%
2004004 · HOME DEPOT		274.10	(274.10)	(100.0%)
2004007 · TRACTOR SUPPLY			0.00	0.0%
<b>Total 2004000 · DISTRICT SUPPLIER ACCOUNTS</b>	0.00	(162.43)	162.43	100.0%
<b>Total Credit Cards</b>	0.00	(11,164.92)	11,164.92	100.0%
<b>Other Current Liabilities</b>				
<b>2005000 · PAYROLL LIABILITIES</b>				
2005001 · WAGES PAYABLE	21,786.00	21,786.00		
2005002 · PAYROLL TAXES PAYABLE	1,068.05	(8,487.88)	9,555.93	112.58%
2005004 · UNION DUES PAYABLE	1,060.50		1,060.50	100.0%
2005006 · WORKERS COMP PAYABLE	4,022.87	(22,629.50)	26,652.37	117.78%
2005007 · RETIREMENT PAYABLE	4,353.46	(3,730.78)	8,084.24	216.69%
2005008 · HEALTH INSURANCE PAYABLE	6,411.45	1,533.67	4,877.78	318.05%
2005011 · DENTAL INSURANCE PAYABLE	(3,772.13)	(2,904.33)	(867.80)	(29.88%)
2005012 · LIFE INSURANCE PAYABLE	(254.44)	(123.89)	(130.55)	(105.38%)
2005013 · AFLAC PAYABLE	(2,121.95)	(1,883.25)	(238.70)	(12.68%)
2005014 · ACCRUED LEAVE PAYABLE	38,494.07	38,494.07		
2005000 · PAYROLL LIABILITIES - Other	206.92	134.47	72.45	53.88%
<b>Total 2005000 · PAYROLL LIABILITIES</b>	71,254.80	22,188.58	49,066.22	221.13%
<b>2007000 · CURRENT DEBT INTEREST DUE</b>		(17,478.91)	17,478.91	100.0%
<b>Total Other Current Liabilities</b>	71,254.80	4,709.67	66,545.13	1,412.95%
<b>Total Current Liabilities</b>	207,340.65	163,103.73	44,236.92	27.12%
<b>Long Term Liabilities</b>				
2017000 · FORD MOTOR VEHICLE LOAN	39,634.94	60,183.27	(20,548.33)	(34.14%)
2018000 · REFINANCE 2015 EXEMPT BOND A		1,977,278.00	(1,977,278.00)	(100.0%)
2019000 · REFINANCE 2015 TAXABLE BOND B		8,999.94	(8,999.94)	(100.0%)
2020000 · GASB 68 VALUATION LIAB AUD ADJ.				
2020001 · GASB 68 DEFERRED INFLOW PENSION	679,520.00	679,520.00		
2020002 · GASB 68 PENISON LIABILITY	657,502.00	657,502.00		
<b>Total 2020000 · GASB 68 VALUATION LIAB AUD ADJ.</b>	1,337,022.00	1,337,022.00		
<b>Total Long Term Liabilities</b>	1,376,656.94	3,383,483.21	(2,006,826.27)	(59.31%)
<b>Total Liabilities</b>	1,583,997.59	3,546,586.94	(1,962,589.35)	(55.34%)
<b>Equity</b>				
<b>3000000 · DISTRICT EQUITY</b>				
3001000 · PETTY CASH RESERVE	(1,000.00)	(1,000.00)		
3002000 · GENERAL RESERVE	(285,484.00)	(238,958.31)		
3003000 · INVESTMENT IN ASSETS	(10,180,575.99)	(14,427,497.63)	4,246,921.64	29.44%
3004000 · GENERAL FUND BALANCE	(1,745,569.09)	(1,372,607.91)	(372,961.18)	(27.17%)
3005000 · BENEFIT ASSESSMENT DISTRICT	(242,777.42)	(321,823.35)		
3006000 · IMPACT FEES	(1,084,634.15)	(856,068.76)		
<b>Total 3000000 · DISTRICT EQUITY</b>	(13,540,040.65)	(17,217,955.96)	3,677,915.31	21.36%
<b>3007000 · UNDISTRIBUTED DISTRICT EQUITY</b>	31,310,454.17	30,820,211.28	490,242.89	1.59%
<b>Net Income</b>	13,550.73	132,841.48	(119,290.75)	(89.8%)
<b>Total Equity</b>	17,783,964.25	13,735,096.80	4,048,867.45	29.48%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>19,367,961.84</b>	<b>17,281,683.74</b>	<b>2,086,278.10</b>	<b>12.07%</b>



# FEATHER RIVER RECREATION & PARK DISTRICT

4:25 PM

## CHECK REGISTER

01/23/2025

### MONTH ENDING 9/30/24

Accrual Basis

DATE	CHECK NO.	VENDOR	MEMO	AMOUNT
12/12/2024	96164-96172	PAYROLL	CHECKS	4,914.60
12/12/2024	96173	CA SDU	GARNISHMENT	279.69
12/12/2024	96174	FRANCHISE TAX BOARD	GARNISHMENT	225.08
12/12/2024	96175	UPEC LOCAL	UNION DUES	353.50
12/12/2024	96176	CLARENCE SONNY BRANDT	NOV 2024 BOD STIPEND	200.00
12/12/2024	96177	DEVIN THOMAS	NOV 2024 BOD STIPEND	200.00
12/12/2024	96178	GREG PASSMORE	NOV 2024 BOD STIPEND	400.00
12/12/2024	96179	SCOTT KENT FOWLER	NOV 2024 BOD STIPEND	200.00
12/12/2024	96180	SHANNON DELONG	NOV 2024 BOD STIPEND	400.00
12/12/2024	96181	RANDY SCHMIDT'	PAID CASH AT BETTER DEAL EXCH	13.63
12/12/2024	96182	WILLIAM HARTMAN	LIVE BAND FOR BREAKFAST WITH :	400.00
12/12/2024	96183	ALL THINGS CLEANING	NOVEMBER PARKS JANITORIAL SEI	6,400.00
12/12/2024	96184	AT&T - CALNET	TELEPHONE	386.72
12/12/2024	96185	BUTTE COUNTY PUBLIC HEALTH DI	PERMIT NO. EH-COMMP-24-0000C	196.00
12/12/2024	96186	BUTTE COUNTY SHERIFFS OFFICE	COUNTY OF BUTTE MOU NO. R421	2,000.00
12/12/2024	96187	CALTRONICS	ACCOUNT NO. FR64   CONTRACT N	91.32
12/12/2024	96188	CAPRI	DISTRICT INSURANCE	78,205.00
12/12/2024	96189	CARDMEMBER SERVICES	FIVESTARBANK CC	5,817.47
12/12/2024	96208	CARR CONSTRUCTION	PALERMO PARK ADA PROJECT	14,950.00
12/12/2024	96191	CITY OF OROVILLE	OROVILLE CONVENTION CENTER (	2,500.00
12/12/2024	96192	COMCAST	SHOP INTERNET	208.13
12/12/2024	96193	CRESCO EQUIPMENT RENTALS	PARK MAINTENANCE	104.11
12/12/2024	96194	DAWSON OIL COMPANY	PARK MAINTENANCE	2,417.81
12/12/2024	96195	DEL-MAR RENTAL & LANDSCAPE S	PARK MAINTENANCE	305.45
12/12/2024	96196	FORD MOTOR CREDIT COMPANY I	PARK MAINTENANCE	1,385.07
12/12/2024	96197	MENDES SUPPLY COMPANY	PARK MAINTENANCE	1,431.55
12/12/2024	96198	NAPA AUTO PARTS	PARK MAINTENANCE	5.40
12/12/2024	96199	NORTH YUBA WATER DISTRICT	IRRIGATION	217.00
12/12/2024	96200	OROVILLE CABLE & EQUIPMENT C	PARK MAINTENANCE	28.02
12/12/2024	96201	PG&E	ELECTRIC AND GAS	10,503.20
12/12/2024	96202	RECOLOGY BUTTE COLUSA COUNT	TRASH	2,138.27
12/12/2024	96203	RENTAL GUYS	PARK MAINTENANCE	169.12
12/12/2024	96204	SAL RODRIGUEZ LANDSCAPE LLC.	LANDSCAPING	7,200.00
12/12/2024	96205	SFWPA	IRRIGATION	37.94
12/12/2024	96206	SHARP'S LOCKSMITHING	PARK MAINTENANCE	188.23

12/12/2024	96207	WELLS FARGO VENDOR FINANCIAL	DISTRICT COPIER	187.23
12/12/2024	DD12122401-20	PAYROLL	DIRECT DEPOSIT	18,593.76
12/24/2024	96209-96215	PAYROLL	CHECKS	4,491.95
12/24/2024	96216	AFLAC	SUP. INSURANCE	1,457.08
12/24/2024	96217	CA SDU	GARNISHMENT	279.69
12/24/2024	96218	PRINCIPAL GROUP BENEFITS	DENTAL AND VISION	1,034.98
12/24/2024	96219	ALL AMERICAN WELDING	SMALL RIVERBEND GATES	4,894.75
12/24/2024	96220	APEX TECHNOLOGY MANAGEMEN	DISTRICT IT	2,806.26
12/24/2024	96221	ASCAP	ANNUAL MUSIC PERMIT FOR MUS	445.00
12/24/2024	96222	BETTER DEAL EXCHANGE	PARK MAINTENANCE	742.29
12/24/2024	96223	CALIFORNIA WATER SERVICE	DISTRICT WATER	3,448.90
12/24/2024	96224	CINTAS	PARK MAINTENANCE	970.80
12/24/2024	96225	CITY OF OROVILLE	OROVILLE CONVENTION CENTER (	2,426.40
12/24/2024	96226	COMER'S PRINT SHOP	NEWLY ELECTED BOARD MEMBER	59.54
12/24/2024	96227	ENTERPRISE-RECORD MERCURY-RI	ADVERTISING	125.94
12/24/2024	96228	FEATHER RIVER RECREATION & PA	DIRECT DEPOSIT FUNDING FOR TV	45,000.00
12/24/2024	96229	FGL ENVIRONMENTAL	DOG PARK WELL TESTING	73.00
12/24/2024	96230	FORD MOTOR CREDIT COMPANY I	FORD F250 2019 AND 2022	2,143.46
12/24/2024	96231	GRAINGER	PARK MAINTENANCE	140.53
12/24/2024	96232	HOME DEPOT CREDIT SERVICES	PARK MAINTENANCE	1,305.84
12/24/2024	96233	INDUSTRIAL POWER PRODUCTS	PARK MAINTENANCE	389.26
12/24/2024	96234	INSIDE OUT DESIGNS	PARK MAINTENANCE	203.85
12/24/2024	96235	JACKSON'S GLASS	FORBESTOWN MUSEUM	103.84
12/24/2024	96236	JENNA WALKER'	MILEAGE DATES 11/13/24 - 12/12/	60.78
12/24/2024	96237	JOE VELASQUEZ'	MILEAGE DATES 11/12/24 - 12/20/	180.78
12/24/2024	96238	LES SCHWAB TIRES	TRUCK MAINTENANCE	691.95
12/24/2024	96239	MAZES CONSULTING	NOVEMBER BILLING	650.00
12/24/2024	96240	NAPA AUTO PARTS	PARK MAINTENANCE	422.13
12/24/2024	96241	NORMAC	PARK MAINTENANCE	2,065.88
12/24/2024	96242	NORTH STATE AV, INC.	OCC GYM EQUIPMENT	831.69
12/24/2024	96243	OROVILLE POWER EQUIPMENT	PARK MAINTENANCE	60.71
12/24/2024	96244	PG&E	ELECTRIC AND GAS	10,483.86
12/24/2024	96245	RANDY SCHMIDT'	CY 2024 UNIFORM ALLOWANCE RI	78.43
12/24/2024	96246	RENTAL GUYS	PARK MAINTENANCE	875.92
12/24/2024	96247	SACVALLEYLAW LLP	DISTRICT LEGAL	720.00
12/24/2024	96248	SAL RODRIGUEZ LANDSCAPE LLC.	PARK MAINTENANCE	1,126.13
12/24/2024	96249	STEVEN CAMPBELL	PAYMENT FOR SANTA DURING BR	100.00
12/24/2024	96250	THERMALITO WATER AND SEWER	WATER AND SEWAGE	856.65
12/24/2024	96251	TRACTOR SUPPLY CREDIT PLAN	PARK MAINTENANCE	38.65
12/24/2024	96252	VERIZON WIRELESS	DISTRICT PHONES	30.23

12/24/2024 96253	ZARA WILLSON	END OF SEASON LIVESCAN REIMB	73.80
12/24/2024 DD12242401-19	PAYROLL	DIRECT DEPOSIT	19,612.27
			<u>274,756.52</u>

# FEATHER RIVER RECREATION & PARK DISTRICT

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## PROFIT AND LOSS BUDGET PERFORMANCE

01/22/2025

December 2024

Accrual Basis

	DECEMBER ACTUAL	DECEMBER BUDGET	OVER/UNDER DECEMBER BUDGET	% OF DECEMBER BUDGET	YEAR TO DATE ACTUAL (YTD)	YEAR TO DATE BUDGET (YTD)	OVER/UNDER YTD BUDGET	% OF YTD BUDGET	Annual Budget
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
4000000 · PROPERTY TAX REVENUE	1,146,951.67	1,219,000.00	(72,048.33)	94.09%	1,254,124.90	1,219,000.00	35,124.90	102.88%	2,438,000.00
4000001 · PROPERTY TAX INTEREST REVENUE	5,069.43	6,000.00	(930.57)	84.49%	19,071.33	16,000.00	3,071.33	119.2%	26,000.00
4000002 · BAD TAX REVENUE	213,239.83	188,507.50	24,732.33	113.12%	213,239.83	188,507.50	24,732.33	113.12%	377,015.00
4000003 · BAD TAX INTEREST REVENUE		500.00	(500.00)			1,500.00	(1,500.00)		2,500.00
<b>4001000 · PROGRAM REVENUE</b>									
4001001 · RECREATION REVENUE	180.00	7,500.00	(7,320.00)	2.4%	25,273.00	40,000.00	(14,727.00)	63.18%	90,000.00
4001002 · RENTAL REVENUE	17,005.00	5,200.00	11,805.00	327.02%	39,413.00	27,700.00	11,713.00	142.29%	65,000.00
4001003 · AQUATIC REVENUE					18,542.78	23,600.00	(5,057.22)	78.57%	40,000.00
4001004 · YOUTH ACTIVITY REVENUE		1,666.67	(1,666.67)		17,916.07	9,999.98	7,916.09	179.16%	20,000.00
4001005 · EVENT REVENUE	797.50	2,000.00	(1,202.50)	39.88%	3,303.50	7,000.00	(3,696.50)	47.19%	15,000.00
4001006 · EMPLOYEE DISCOUNT									
4001007 · RECDESK REFUND					(6,592.00)				
4001009 · REFUNDABLE CLEANING DEPOSIT	(2,000.00)	18,323.00	(20,323.00)	(10.92%)	(3,200.00)	36,646.00	(39,846.00)	(8.73%)	73,292.00
<b>Total Income</b>	<b>1,381,243.43</b>	<b>1,448,697.17</b>	<b>(67,453.74)</b>	<b>95.34%</b>	<b>1,581,092.41</b>	<b>1,569,953.48</b>	<b>11,138.93</b>	<b>100.71%</b>	<b>3,146,807.00</b>
<b>Gross Profit</b>	<b>1,381,243.43</b>	<b>1,448,697.17</b>	<b>(67,453.74)</b>	<b>95.34%</b>	<b>1,581,092.41</b>	<b>1,569,953.48</b>	<b>11,138.93</b>	<b>100.71%</b>	<b>3,146,807.00</b>
<b>Expense</b>									
<b>5000000 · PAYROLL EXPENSES</b>									
5000001 · WAGES & SALARIES	65,429.02	79,514.19	(14,085.17)	82.29%	479,482.03	519,701.34	(40,219.31)	92.26%	1,120,470.05
5000002 · EMPLOYER TAXES	4,632.77	7,651.25	(3,018.48)	60.55%	37,265.12	48,968.84	(11,703.72)	76.1%	106,603.79
5000003 · EMPLOYEE BENEFITS	15,967.66	17,109.30	(1,141.64)	93.33%	98,245.63	105,189.64	(6,944.01)	93.4%	215,634.16
5000004 · WORKER'S COMP.	18,323.00				18,323.00				
5000000 · PAYROLL EXPENSES - Other									
<b>Total 5000000 · PAYROLL EXPENSES</b>	<b>104,352.45</b>	<b>104,274.74</b>	<b>77.71</b>	<b>100.08%</b>	<b>633,315.78</b>	<b>673,859.82</b>	<b>(40,544.04)</b>	<b>93.98%</b>	<b>1,442,708.00</b>
5001000 · GASB 68 BENEFIT EXPENSE		7,512.83	(7,512.83)			45,077.02	(45,077.02)		90,154.00
5002000 · GASB 68 VALUATION AUDITOR ADJ.									
5004000 · MARKETING		416.67	(416.67)		708.88	2,499.98	(1,791.10)	28.36%	5,000.00
5006000 · FEES					159,612.99		159,612.99	100.0%	
5007000 · CHARITABLE CONTRIBUTIONS									
5008000 · COPYING & PRINTING	187.23	291.67	(104.44)	64.19%	1,581.06	1,749.98	(168.92)	90.35%	3,500.00
5009000 · DEPRECIATION									
5010000 · PRE-EMPLOYMENT	73.80	191.67	(117.87)	38.5%	2,821.48	1,149.98	1,671.50	245.35%	2,300.00
5011000 · MEMBERSHIPS & SUBSCRIPTIONS		2,000.00	(2,000.00)		13,463.14	18,000.00	(4,536.86)	74.8%	35,000.00
5012000 · EDUCATION & DEVELOPMENT		1,666.67	(1,666.67)		1,350.00	9,999.98	(8,649.98)	13.5%	20,000.00
5013000 · EQUIPMENT RENTAL	1,149.15	916.67	232.48	125.36%	2,231.51	5,499.98	(3,268.47)	40.57%	11,000.00

# FEATHER RIVER RECREATION & PARK DISTRICT

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## PROFIT AND LOSS BUDGET PERFORMANCE

01/22/2025

December 2024

Accrual Basis

	DECEMBER ACTUAL	DECEMBER BUDGET	OVER/UNDER DECEMBER BUDGET	% OF DECEMBER BUDGET	YEAR TO DATE ACTUAL (YTD)	YEAR TO DATE BUDGET (YTD)	OVER/UNDER YTD BUDGET	% OF YTD BUDGET	Annual Budget
<b>5014000 · EQUIPMENT, TOOLS &amp; FURN (&lt;\$5K)</b>									
5014001 · OPERATING ET&F		291.67	(291.67)			1,749.98	(1,749.98)		3,500.00
5014002 · PROGRAM ET&F		625.00	(625.00)			3,750.00	(3,750.00)		7,500.00
5014003 · SITE/SHOP ET&F		1,000.00	(1,000.00)		7,050.00	20,000.00	(12,950.00)	35.25%	46,000.00
5014004 · IT COMPUTER/HARDWARETECHNOLOGY						15,000.00	(15,000.00)		15,000.00
5014005 · IT COMPUTER/SOFTWARE TECHNOLOGY	3,456.26	4,000.00	(543.74)	86.41%	30,608.80	24,000.00	6,608.80	127.54%	48,000.00
5014000 · EQUIPMENT, TOOLS & FURN (<\$5K) - Other									
<b>Total 5014000 · EQUIPMENT, TOOLS &amp; FURN (&lt;\$5K)</b>	3,456.26	5,916.67	(2,460.41)	58.42%	37,658.80	64,499.98	(26,841.18)	58.39%	120,000.00
<b>5015000 · GENERAL INSURANCE</b>	59,882.00	67,500.00	(7,618.00)	88.71%	119,764.00	135,000.00	(15,236.00)	88.71%	135,000.00
<b>5016000 · INTEREST EXPENSE - OPERATING</b>	463.63	333.33	130.30	139.09%	2,781.78	2,000.02	781.76	139.09%	4,000.00
<b>5018000 · POSTAGE &amp; DELIVERY</b>		83.33	(83.33)		740.77	500.02	240.75	148.15%	1,000.00
<b>5019000 · PROFESSIONAL &amp; OUTSIDE SERVICES</b>									
5019001 · ANNUAL AUDIT					29,650.00		29,650.00	100.0%	30,000.00
5019002 · BANDS	500.00		500.00	100.0%	3,067.53	1,800.00	1,267.53	170.42%	4,425.00
5019003 · BOARD STIPENDS	1,800.00	2,000.00	(200.00)	90.0%	10,800.00	12,000.00	(1,200.00)	90.0%	24,000.00
5019004 · RECREATION INSTRUCTORS					72.05		72.05	100.0%	
5019005 · LEGAL	1,950.00	2,000.00	(50.00)	97.5%	10,830.00	12,000.00	(1,170.00)	90.25%	24,000.00
5019006 · CONTRACT JANITORIAL	6,400.00	7,916.67	(1,516.67)	80.84%	38,400.00	47,499.98	(9,099.98)	80.84%	95,000.00
5019007 · OTHER OUTSIDE LABOR		2,500.00	(2,500.00)			15,000.00	(15,000.00)		30,000.00
5019008 · OUTSIDE ADMIN.CONSULTING	68,732.24		68,732.24	100.0%	84,735.21		84,735.21	100.0%	
5019000 · PROFESSIONAL & OUTSIDE SERVICES - Other									
<b>Total 5019000 · PROFESSIONAL &amp; OUTSIDE SERVICES</b>	79,382.24	14,416.67	64,965.57	550.63%	177,554.79	88,299.98	89,254.81	201.08%	207,425.00
<b>5020000 · REIMBURSEMENT EXPENSE</b>									
5020001 · STAFF REIMBURSEMENT					263.74		263.74	100.0%	
5020002 · MILEAGE REIMBURSEMENT	241.56		241.56	100.0%	823.09		823.09	100.0%	
<b>Total 5020000 · REIMBURSEMENT EXPENSE</b>	241.56		241.56	100.0%	1,086.83		1,086.83	100.0%	
<b>5021000 · RENT</b>	2,500.00	2,500.00		100.0%	10,000.00	15,000.00	(5,000.00)	66.67%	30,000.00
<b>5022000 · REPAIRS &amp; MAINTENANCE</b>									
5022001 · BUILDING R&M		916.67	(916.67)		4,159.66	5,499.98	(1,340.32)	75.63%	11,000.00
5022002 · EQUIP REPAIRS & SMALL TOOLS	740.67	1,454.55	(713.88)	50.92%	15,499.92	24,272.75	(8,772.83)	63.86%	33,000.00
5022003 · GENERAL R&M	446.53				446.53				
5022004 · GROUNDS R&M	6,270.44	9,166.67	(2,896.23)	68.41%	47,654.73	54,999.98	(7,345.25)	86.65%	110,000.00
5022005 · JANITORIAL SUPPLIES	123.73	1,333.33	(1,209.60)	9.28%	11,207.65	8,000.02	3,207.63	140.1%	16,000.00
5022006 · VANDALISM REPAIR	155.50	1,833.33	(1,677.83)	8.48%	3,285.90	10,999.98	(7,714.08)	29.87%	22,000.00
5022007 · VEHICLE R&M	427.53	916.67	(489.14)	46.64%	5,072.61	5,500.02	(427.41)	92.23%	11,000.00
5022008 · AQUATICS POOL R&M		2,083.33	(2,083.33)		15,675.21	12,500.02	3,175.19	125.4%	25,000.00

# FEATHER RIVER RECREATION & PARK DISTRICT

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## PROFIT AND LOSS BUDGET PERFORMANCE

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December 2024

Accrual Basis

	DECEMBER ACTUAL	DECEMBER BUDGET	OVER/UNDER DECEMBER BUDGET	% OF DECEMBER BUDGET	YEAR TO DATE ACTUAL (YTD)	YEAR TO DATE BUDGET (YTD)	OVER/UNDER YTD BUDGET	% OF YTD BUDGET	Annual Budget
5022009 · OUTSIDE CONTRACTOR/SERVICES R&M	16,059.75	12,500.00	3,559.75	128.48%	247,740.59	75,000.00	172,740.59	330.32%	150,000.00
5022000 · REPAIRS & MAINTENANCE - Other									
<b>Total 5022000 · REPAIRS &amp; MAINTENANCE</b>	24,224.15	30,204.55	(5,980.40)	80.2%	350,742.80	196,772.75	153,970.05	178.25%	378,000.00
5023000 · SECURITY	993.00	1,666.67	(673.67)	59.58%	2,769.00	9,999.98	(7,230.98)	27.69%	20,000.00
5025000 · CONSUMABLES									
5025001 · DISTRICT CLOTHING	172.19	666.67	(494.48)	25.83%	1,030.66	3,999.98	(2,969.32)	25.77%	8,000.00
5025002 · OFFICE SUPPLIES		416.67	(416.67)		11,538.44	2,499.98	9,038.46	461.54%	5,000.00
5025003 · UNION ALLOWANCE	184.49	125.00	59.49	147.59%	770.95	750.00	20.95	102.79%	1,500.00
5025004 · PROGRAM FOOD		150.00	(150.00)		203.75	900.00	(696.25)	22.64%	1,800.00
5025005 · PROGRAM SUPPLIES	96.18	808.33	(712.15)	11.9%	9,414.56	4,849.98	4,564.58	194.12%	9,700.00
5025006 · SAFETY SUPPLIES	154.35	166.67	(12.32)	92.61%	3,901.19	999.98	2,901.21	390.13%	2,000.00
5025007 · STAFF SUPPLIES	71.60	250.00	(178.40)	28.64%	538.60	1,500.00	(961.40)	35.91%	3,000.00
5025008 · VOLUNTEER SUPPLIES		166.67	(166.67)		99.44	999.98	(900.54)	9.94%	2,000.00
5025000 · CONSUMABLES - Other									
<b>Total 5025000 · CONSUMABLES</b>	678.81	2,750.01	(2,071.20)	24.68%	27,497.59	16,499.90	10,997.69	166.65%	33,000.00
5026000 · TAXES, LIC., NOTICES & PERMITS	677.71	208.33	469.38	325.31%	27,528.37	1,249.98	26,278.39	2,202.31%	2,500.00
5027000 · INTERNET AND TELECOMMUNICATIONS	599.24	3,333.33	(2,734.09)	17.98%	10,293.59	20,000.02	(9,706.43)	51.47%	40,000.00
5028000 · FUEL, TRAVEL AND MEALS									
5028001 · AIR, LODGING, OTHER TRAVEL									
5028002 · DIESEL	362.67	580.00	(217.33)	62.53%	2,577.19	3,495.00	(917.81)	73.74%	7,000.00
5028003 · RED DIESEL	348.79	250.00	98.79	139.52%	1,827.26	1,500.00	327.26	121.82%	3,000.00
5028004 · GASOLINE	1,765.00	2,500.00	(735.00)	70.6%	11,323.58	15,000.00	(3,676.42)	75.49%	30,000.00
5028005 · MEALS									
5028000 · FUEL, TRAVEL AND MEALS - Other									
<b>Total 5028000 · FUEL, TRAVEL AND MEALS</b>	2,476.46	3,330.00	(853.54)	74.37%	15,728.03	19,995.00	(4,266.97)	78.66%	40,000.00
5029000 · UTILITIES									
5029001 · ELECTRIC	7,486.07	9,600.00	(2,113.93)	77.98%	87,128.53	98,600.00	(11,471.47)	88.37%	174,200.00
5029002 · GARBAGE	2,138.27	3,000.00	(861.73)	71.28%	17,332.39	18,000.00	(667.61)	96.29%	36,000.00
5029003 · GAS/PROPANE	4,528.38	1,000.00	3,528.38	452.84%	7,885.37	6,000.00	1,885.37	131.42%	12,000.00
5029004 · SEWER	414.36	300.00	114.36	138.12%	4,334.32	1,800.00	2,534.32	240.8%	3,600.00
5029005 · WATER	3,750.53	6,600.00	(2,849.47)	56.83%	83,669.81	54,600.00	29,069.81	153.24%	104,200.00
5029000 · UTILITIES - Other									
<b>Total 5029000 · UTILITIES</b>	18,317.61	20,500.00	(2,182.39)	89.35%	200,350.42	179,000.00	21,350.42	111.93%	330,000.00
5031000 · DEBT INTEREST					20,213.58	17,854.83	2,358.75	113.21%	17,854.83
<b>Total Expense</b>	299,655.30	270,013.81	29,641.49	110.98%	1,819,795.19	1,524,509.20	295,285.99	119.37%	2,968,441.83
<b>Net Ordinary Income</b>	1,081,588.13	1,178,683.36	(97,095.23)	91.76%	(238,702.78)	45,444.28	(284,147.06)	(525.27%)	178,365.17

# FEATHER RIVER RECREATION & PARK DISTRICT

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## PROFIT AND LOSS BUDGET PERFORMANCE

01/22/2025

December 2024

Accrual Basis

	DECEMBER ACTUAL	DECEMBER BUDGET	OVER/UNDER DECEMBER BUDGET	% OF DECEMBER BUDGET	YEAR TO DATE ACTUAL (YTD)	YEAR TO DATE BUDGET (YTD)	OVER/UNDER YTD BUDGET	% OF YTD BUDGET	Annual Budget
<b>Other Income/Expense</b>									
<b>Other Income</b>									
8000000 - GRANT EXPENDITURES REVENUE									
8001000 - IMPACT FEE REVENUE									
8001001 - IMPACT FEE COUNTY PARKLANDS	2,621.22				6,116.18				
8001002 - IMPACT FEE COUNTY PUBLIC USE	364.98				851.62				
8001003 - IMPACT FEE COUNTY AQUATICS	331.80				774.20				
8001004 - IMPACT FEE CITY PARKLANDS	944.84				944.84				
8001005 - IMPACT FEE CITY PUBLIC USE	131.56				131.56				
8001006 - IMPACT FEE CITY AQUATICS	119.60				119.60				
8001007 - COUNTY - INTEREST APPORTIONMENT					280.66		280.66	100.0%	
8002002 - SPONSORSHIP REVENUE		833.33	(833.33)		1,000.00	4,999.98	(3,999.98)	20.0%	10,000.00
8002003 - DONATIONS REVENUE		416.67	(416.67)		509.60	2,499.98	(1,990.38)	20.38%	5,000.00
8002005 - OTHER REVENUE									
8003000 - INSURANCE PROCEEDS									
8005000 - GAIN/(LOSS) ON ASSET DISPOSAL					251,923.00		251,923.00	100.0%	
<b>Total Other Income</b>	4,514.00	1,250.00	3,264.00	361.12%	262,651.26	7,499.96	255,151.30	3,502.04%	15,000.00
<b>Other Expense</b>									
9005000 - OCC MOVING 2024					10,397.75				
<b>Total Other Expense</b>					10,397.75				
<b>Net Other Income</b>	4,514.00	1,250.00	3,264.00	361.12%	252,253.51	7,499.96	244,753.55	3,363.4%	15,000.00
<b>Net Income</b>	<b>1,086,102.13</b>	<b>1,179,933.36</b>	<b>(93,831.23)</b>	<b>92.05%</b>	<b>13,550.73</b>	<b>52,944.24</b>	<b>(39,393.51)</b>	<b>25.59%</b>	<b>193,365.17</b>



**Memorandum of Understanding**  
between  
Feather River Recreation and Park District  
and  
Lake Oroville Little League

This Memorandum of Understanding is made and entered into by and between the Lake Oroville Little League (herein "LOLL") and the Feather River Recreation and Park District (herein "FRRPD") and will commence upon the signatures of representatives of both parties.

**1. Scope**

To provide access to fields and facilities at the Nolan Baseball Complex for the Lake Oroville Little League organization to provide opportunity for the Sport of Youth Baseball/Softball to the greater Oroville community.

**2. Agreement**

a. FRRPD agrees to:

- i. Provide access to the baseball/softball field(s) and facilities for youth baseball/softball practices and scheduled games at the Nolan Baseball Complex located at 915 Pomona Street, Oroville, CA 95965 as scheduled. – *See Exhibit "A"*
- ii. Provide access to field lighting as scheduled.
- iii. Provide access to field scoreboard (if requested)
- iv. Provide access to storage area(s) as designated by FRRPD.
- v. Provide access to "batting cage" building and storage area.
- vi. Allow the display of sponsorship banners during the LOLL season.
  1. All banners must be removed on the last day of the season.
- vii. Ensure that restrooms are cleaned and stocked daily.
- viii. Maintain the facilities in good condition, except in case of extremely heavy impact, damage by, or gross negligence of, LOLL or its agents or employees, in which LOLL will be held financially responsible.
  1. FRRPD will provide LOLL with an after-hours callout list that will be used by LOLL if an issue with the facility arises. This list will only be used for emergency situations if LOLL is not able to reach the designated FRRPD primary contact. Any failure by FRRPD to respond to a callout, in a timely manner, that results in cancelled events or postponement of events will not be the financial responsibility of LOLL. FRRPD will work with LOLL to reschedule, if possible, the cancelled/postponed event.
  2. Situations include, but are not limited to:
    - i. Field lighting
    - ii. Plumbing issue
    - iii. Broken water line
    - iv. Fire/flood at the facility
- ix. Provide regular infield/outfield maintenance and prep to include:
  1. Appropriate outfield grass height
  2. Safe/playable infields





- b. LOLL agrees to:
- i. Adhere to all FRRPD Rules & Regulations,
    1. Review and submit signed copy of *Guidelines for Field Use During Inclement Weather*
  - ii. Provide a copy of current 501(c)(3) status.
  - iii. Provide a minimum level of site maintenance – *See Exhibit “B”*
  - iv. Maintain storage room(s), Snack Bar area, Batting Cages, and restroom facilities in a clean and safe condition while in use.
  - v. Provide practice schedule(s) to FRRPD no later than 4 weeks prior to requested start date.
  - vi. Provide game schedules to FRRPD no later than 2 weeks prior to requested start date.
  - vii. Provide post-season/tournament schedule to FRRPD no later than 2 weeks prior to requested start date.
    1. Schedules may be changed at the request of either party; however, once the schedule has been set for the season, proper notification to the affected party must occur as soon as possible and no later than 48 hours prior to scheduled event/activity.
      - a. Requests for changes to previously approved schedules are not guaranteed.
  - viii. Follow all local laws and County Health Department guidelines for food preparation and/or sales.
    1. Provide FRRPD copies of current food handling permits and certifications.
    2. Provide adult supervision over all snack bar sales and/or activities.
  - ix. Make no alterations and/or improvements to district fields and/or facilities.
    1. Requests to make donations of and/or for alterations and/or improvements of district fields and/or facilities may be considered following the guidelines established by the District.
  - x. Immediately notify FRRPD upon its discovery of any such hazardous conditions affecting the fields or the facilities.
  - xi. Assume all risk of loss or damage by theft, fire, or any other cause to any personal property that it might use or store at the facilities.
    1. LOLL understands and agrees that FRRPD’s use of the facilities takes precedence over LOLL’s use. FRRPD may need to use a facility provided to LOLL in the event of an emergency. In such a case, FRRPD will give LOLL as much notice as possible.
  - xii. Animals shall not be permitted on infields, outfields, or dugouts.

### 3. Term

This Agreement shall remain in effect until December 31, 2025 unless terminated, or amended, as herein provided. Under the terms of this agreement, LOLL is afforded by FRRPD, a third priority for field usage and rental during the Lake Oroville Little League season. The Lake Oroville Little League season shall be defined as the dates beginning the third Saturday of January and ending July 31.

Upon termination of the Agreement, LOLL will surrender the facilities in good order and condition, reasonable use, and ordinary “wear and tear” thereof accepted. A final walkthrough of the facilities will be done at the date/time request of LOLL with an FRRPD representative to ensure that the facilities are in acceptable condition for FRRPD.



#### 4. Status of the Parties

The relationship of each party to this Agreement to the other is that of landlord and tenant. At no time shall either party represent itself to be an officer, agent, or employee of the other.

#### 5. Indemnification

LOLL shall indemnify, defend, and hold harmless FRRPD, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the LOLL use or occupancy of a facility or property controlled by the FRRPD, unless solely caused by the gross negligence or willful misconduct of FRRPD, its officers, employees, or agents.

#### 6. Insurance Requirements

General liability insurance: LOLL shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability

- a. Such insurance shall name the FRRPD, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The LOLL shall file certificates of such insurance with the FRRPD, which shall be endorsed to provide thirty (30) days' notice to the FRRPD of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the FRRPD may deny access to the facility.
- b. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the FRRPD's self-insurance pool.
- c. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the LOLL maintains higher limits than the minimums shown above, the FRRPD requires and shall be entitled to coverage for the higher limits maintained by the LOLL. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to FRRPD.
- d. The **Certificate Holder** and **Name of Additional Insured** sections must read as follows:  
 Feather River Recreation and Park District, Its Directors, Officers, Agents,  
 Volunteers, and Employees  
 1200 Myers Street, Oroville, CA 95965
- e. Insurance provided must be primary and noncontributory and include an endorsement.



## **7. Compliance with all Applicable Law, Rules, & Regulations**

- a. LOLL shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
- b. The FRRPD agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
- c. The LOLL further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
- d. FRRPD reserves the right to immediately revoke LOLL's right to use of the facility under this agreement should LOLL fail to comply with any provision of this section.

## **8. Force Majeure**

Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the FRRPD shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The LOLL waives any right of recovery against FRRPD and the LOLL shall not charge results of "acts of God" to FRRPD, its officers, employees, or agents.

## **9. Non-Discrimination Compliance**

Each party shall be responsible for compliance with all federal, state, and local non-discrimination, equal opportunity and affirmative action laws, rules, and regulations applicable to the party's performance under this Agreement. Neither party shall deny the Agreement's benefits to any person based on religion, color, ethnic group identification, sex, sexual orientation and gender, age, physical or mental disability, nor shall they discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age (over 40) or sex.

## **10. No Commissions Paid**

LOLL warrants that no person, selling agency, or other organization has been employed or retained to solicit or secure this Agreement for a commission, percentage, brokerage, or contingent fee.

## **11. Fees**

- a. LOLL agrees to pay District regular rental fees of \$11,725.00 for the following:
  - i. Field use for scheduled practices/games
  - ii. Field lighting for scheduled practices/games
  - iii. Use of scoreboards and scoreboard control units for scheduled games
    1. Control units require \$1500/unit refundable deposit
  - iv. Use of storage facility



- b. This Fee shall be paid annually in three installments, as follows:
  - i. March 1st - \$2,500.00
  - ii. May 1st - \$2,500.00
  - iii. August 1st - remaining balance for the season.
  - iv. Additional scheduled field use will be billed at \$10/hr per field.
  - v. Additional scheduled lighting will be billed at \$25/hr per field.
  - vi. Unauthorized use of fields and/or field lighting by will be billed to LOLL at \$50/hr
  
- c. Fee Adjustments
  - i. Fees may be reduced or waived by District in consideration for work performed or donations made by the LOLL.
  - ii. Fee waivers and projects must be approved in advance by the District.
  - iii. Receipts and volunteer tracking sheets must be submitted to the District to determine the value of in-kind work and/or donations.

## 12. Contact Information

FRRPD: Field scheduling, maintenance requests, staffing requests, and invoices

Name: Brian Wilson, General Manager

Phone: 530.533.2011

Email: brianw@frrpd.com

LOLL: Field scheduling, maintenance requests, staffing requests, and accounts payable

Name: Dusty Smith

Phone: 530.990.4237

Email: dusty.smith85@yahoo.com

lakeorovillellpresident@gmail.com

## 13. Keys and Alarm Codes

A limited number of keys will be issued for the Nolan entry, gates, snack bar and storage area.

LOLL will provide FRRPD the name(s) and contact information of all authorized key holder(s).

LOLL will be responsible for the collection/accounting of all keys at the end of the season.

In the event of a lost or stolen key, LOLL will pay \$50 replacement fee/key

## 14. Termination

Either party may terminate the Agreement by giving 90 days written notice to the other party.

## 15. Entire Agreement

This Agreement reflects all the terms and conditions agreed upon between the parties, and there are no written or oral agreements between the parties other than as set forth in this Agreement.



**16. Amendment**

This Agreement may be amended with written consent of both parties.

**17. Illegal or Unenforceable Terms**

If any portion of this Agreement is illegal or unenforceable, the remainder of the Agreement shall remain in full force and effect.

**Signatures**

Signed: \_\_\_\_\_  
 Brian Wilson  
 Feather River Recreation and Park District  
 General Manager  
 1200 Myers St., Oroville, CA 95965

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
 Dusty Smith  
 Lake Oroville Little League  
 President  
 3476 Charlene Ave., Oroville, CA 95966

Date: \_\_\_\_\_



**EXHIBIT "A"**  
Nolan Complex, Stand, Batting Cages and Fields





**EXHIBIT "B"**  
Site Maintenance

**Lake Oroville Little League (LOLL)**

**Pre-season Preparation (all fields)**

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

**Game Day Preparation and Clean-Up**

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

Recommended procedures include:

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

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

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

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

**The Stand**

LOLL shall maintain the Stand in a clean and safe condition. LOLL further agrees to oversee any such entity or group which contracts with LOLL to utilize the Stand and agrees that at all times the Stand shall be maintained in accordance with any and all Federal, State or local ordinances. All trash and/or debris shall be removed daily. LOLL must notify FRRPD immediately if the building has been breached in any way, be it exterior walls, or roof leaking.

**Batting Cages**

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



## **Feather River Recreation & Park District (FRRPD)**

### **General Field Maintenance**

Weeds and other unwanted vegetation shall be removed from field areas. Fence lines, around trees, structures and other tight areas shall be treated with herbicides with sufficient frequency to prohibit the growth of unwanted vegetation on a year-round basis.

Fields and adjacent areas shall be irrigated sufficiently to maintain uniform green color throughout the year except for fields containing grasses which go dormant during the winter months. Irrigation systems shall be maintained in good repair and proper working order.

Fields shall be fertilized at a minimum of once per year.

### **Structural Maintenance**

Staff will perform a daily walkthrough of the site to identify and remove hazards or debris. Staff will check restroom facilities daily to ensure that facilities are clean and stocked.

### **The Stand**

FRRPD shall ensure the exterior of The Stand is in sound condition for use, exterior walls are in good repair. Roofing to be kept in good repair to keep water out of the structure.





## STAFF REPORT

**DATE: 01/22/2025**

**TO: BOARD OF DIRECTORS**

**FROM: Joe Velasquez, Park Supervisor**

**RE: Bedrock Bike and Skatepark Update**

### SUMMARY

This update provides the Board with the current status of Bedrock Skatepark, detailing the removal of deteriorated ramps and features, repairs to structurally sound ramps, and efforts to identify replacement options.

### BACKGROUND

Bedrock Skatepark has served the community as a popular recreational facility for many years. However, the park's ramps and features have experienced significant wear over time due to factors such as rot, warpage, and structural degradation. These issues have posed safety risks for users and necessitated action to ensure the facility remains safe and functional.

### CURRENT STATUS:

- **Removal of Deteriorated Features:** Staff have removed all ramps and features deemed unsafe and beyond repair due to structural degradation.
- **Repairs to Remaining Ramps:** Ramps in acceptable structural condition have been repaired and reinforced where necessary to ensure they meet safety standards. The park is reopen for public use.
- **Replacement Options:** Staff are actively researching replacement options for the removed ramps and features. Initial estimates for comparable or improved ramps and features are approximately \$65,000. These replacements are expected to enhance the park's functionality and durability while addressing long-term community needs.

## **NEXT STEPS**

- Continue to evaluate replacement options and gather proposals from vendors for durable, high-quality ramps designed for outdoor use.
- Present a formal recommendation, including cost details and funding strategies, at a future Board meeting.

## **BUDGETARY IMPACT**

The preliminary estimate for replacement ramps is \$65,000. Staff will seek competitive pricing and explore funding sources to cover the costs.

## **RECOMMENDATION**

No action is required at this time. This update is provided for informational purposes.



## 2025 FRRPD Board of Directors Committee Members

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### Finance

**Greg Passmore\***

**Shannon DeLong\***

### Parks & Facilities

Shannon DeLong

Devin Thomas

### Recreation

**Greg Passmore\***

Scott Kent Fowler

### Personnel Policies & Procedures

**Shannon DeLong\***

### Supplemental Benefit Fund (2 Directors plus alternate)

Scott Kent Fowler

### RDA Oversight (1 Director plus alternate)

**\*Cannot serve on the committee again. Two-year limit.**



## 2024 FRRPD Board of Directors Committee Members

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### Finance

Greg Passmore

Shannon DeLong

### Parks & Facilities

Shannon DeLong

Devin Thomas

### Recreation

Greg Passmore

Scott Kent Fowler

### Personnel Policies & Procedures

Shannon DeLong

Sonny Brandt

### Supplemental Benefit Fund (2 Directors plus alternate)

Scott Kent Fowler

Sonny Brandt

### RDA Oversight (1 Director plus alternate)



## 2023 FRRPD Board of Directors Committee Members

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### Finance

Greg Passmore

Shannon DeLong

### Parks & Facilities

Sonny Brandt

Kent Fowler

### Recreation

Greg Passmore

Devin Thomas

### Personnel Policies & Procedures

Shannon DeLong

Devin Thomas

### Supplemental Benefit Fund (2 Directors plus alternate)

Shannon DeLong

Sonny Brandt

### RDA Oversight (1 Director plus alternate)



## STAFF REPORT

**DATE:** January 23, 2025

**TO:** FRRPD BOARD OF DIRECTORS

**FROM:** Brian Wilson, GENERAL MANAGER

**RE:** Palermo Pool Repair & Renovation Project

### **SUMMARY**

The Board may consider acceptance, in whole or part, or reject, any or all proposals, for RFP's submitted for the Palermo Pool Repair & Renovation project.

The Board may consider extending the award date to conduct additional interviews with selected contractors.

### **BACKGROUND**

The repair and renovation of the Palermo Pool has been identified on the district deferred maintenance project list for the past several years.

On November 11, 2024, the Feather River Recreation and Park District announced it would be accepting proposals for repair and renovation of the Palermo Pool.

A total of (5) five interested companies attended a mandatory project site walk on November 19, 2024.

Of the (5) five interested companies, (3) three companies submitted proposals by deadline.

On January 9, 2025, proposals were opened for the Palermo Pool Repair & Renovation project.

Total cost estimates range from approximately \$240,000.00 - \$620,000.00.

The engineer's estimate for the overall cost for this project was \$400,000.00

### **FISCAL IMPACT**

The proposed \$400,000 cost estimate for Palermo Pool Repair & Renovation has not been included as a line-item expense for the FY2024/25 budget.

Improvements and repairs to the pool facility have been on a deferred maintenance list, postponed due to lack of resources/funding.

### **CURRENT POTENTIAL FUNDING SOURCES**

Five Star Bank Account "Activity Center Proceeds"

### **DISCUSSION**

While the cost estimate of the project is at \$400,000.00 it is important for the Board to consider potential "unknowns" that may arise during the repair project, including regulatory compliance, hidden damages, and/or environmental factors.

### **ATTACHMENT(S)**

1. Palermo Park Pool Repair and Renovation Project - RFP

## Request for Proposal (RFP)

### Palermo Pool Repair & Renovation Project

Palermo Pool  
2350 Ludlum Ave  
Palermo, CA, 95968

11/04/2024

### Introduction

The Feather River Recreation & Park District (hereinafter, the “district”) is accepting proposals from company’s/contractors with expertise in pool repairs, renovations, and improvements.



## **Project Overview**

### **1. Project Description**

The district invites qualified contractors to submit proposals which comply with all applicable local, state, and federal regulations governing construction of said outdoor aquatic facilities including all associated agencies permitting such projects. The proposal must provide but is not limited to complete shop plans/drawings and construction cost estimates for the repairs and renovations at the following location: Palermo Pool; 2350 Ludlum Ave Palermo, CA, 95968. The district is seeking a company with commercial pool repairs and renovations experience as well as experience working with public municipal agencies.

### **2. Objectives**

The primary objective of this project is to rebuild necessary components to get the pool up and running for the 2025 summer season. The pool is in need of plaster, plumbing, chemical feeder upgrades, main pump upgrades, electrical repairs, filtration repairs, and other repairs the district may have missed.

### **3. Scope of Work**

1. Generate plans/drawings necessary for repairs, renovations and permitting.
2. Performance and payment bonding.
3. Demo, prep, and bond coats for new plaster.
4. Repair skimmer seals at face and tile line.
5. New tile for step tiles.
6. New pool equipment, (Main pump, VFD, Chemtrol chemical controller, Pulsar chlorine feeder, acid tank and pump, auto fill water system, and flow meter).
7. Necessary project plumbing. Clean up pool plumbing with SCH 80 PVC, required valves, and strut support systems.
8. Electrical, clean up existing electrical to meet current codes and update for new equipment.
9. Plaster pool.
10. Final, start up, and balance





#### **4. Proposal Submission**

Deadline for Submission:

All proposals must be submitted in person or mailed no later than 4:00 PM on 01/03/2025.  
Mail to 1200 Myers St, Oroville, Ca, 95965

Proposals must be submitted to the contact's name below by 4:00 PM Pacific Time. Submit one (1) original and one (1) copy of the proposal clearly marked as such. The outside of the box or package and the cover letter of each proposal shall be marked as follows: RFP: Palermo Pool Repair & Renovation Project. In addition, include an electronic copy of the complete proposals on a USB Flash Drive.

**Late submissions will not be accepted.**

For questions or clarification regarding this RFP, please contact:

Joe Velasquez  
Park Supervisor  
[Joev@frpd.com](mailto:Joev@frpd.com)  
(530)531-4241

#### **5. Proposal Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

1. Demonstrated experience in similar commercial pool repair/renovation projects.
2. Qualifications and experience of the project team.
3. Proposed approach and methodology.
4. Project timeline.
5. Cost estimate, including all relevant expenses.
6. References.
7. Warranties/guarantees



## **6. Proposal Requirements**

**A site walk is required prior to any company submitting a proposal. The site walk will be conducted by Park Supervisor, Joe Velasquez on November 19<sup>th</sup>, 2024, at 10:00 AM**

Proposals should include the following information:

1. The proposal shall include a company narrative that includes, but not limited to:
  - a. The history of the company
  - b. The experience of the company's principals
  - c. A descriptive narrative of the project approach and methodology.
  - d. The number of commercial pools and municipalities the company has worked with within the past five years is similar to the scope and size of this proposal.
  - e. A list of these projects of similar size and scope with contact information for reference purposes.
  - f. Photos, video or links to videos of commercial pools that the company has completed during the last 5 years of similar size and scope.
2. Bid Bond Requirements:
  - a. All bidders must submit a bid bond in the amount of 10% of their bid amount, payable to FRRPD, with a reputable surety company
  - b. The bid bond must be submitted alongside the proposal and must be valid until project completion.
3. Project timeline and milestones.
4. Cost breakdown, including labor, materials, and any additional expenses.
5. Generate plans/drawings necessary for repairs, renovations and permitting
6. Proof of insurance, necessary licenses, DIR registration.
7. FRRPD will provide relevant permits or approvals required for the project.

## **7. Selection Process**

FRRPD will review all submitted proposals and may conduct interviews with selected contractors. Site walk and bid bond are mandatory for the contractor's bid to be included in the selection process. The final selection will be based on the evaluation criteria mentioned in Section 5.



## **8. Terms and Conditions**

FRRPD reserves the right to:

- Reject any or all proposals.
- Accept a proposal in whole or in part.
- Accept anything other than the lowest-cost responsible offer.
- Waive any informalities or irregularities in the proposals received.
- Negotiate terms and conditions with the selected contractor.

This RFP does not obligate the district to pay any costs incurred by respondents in the preparation and submission of this Request for Proposal.

## **9. Timeline**

- RFP Release Date: 11/04/2024
- Mandatory Site Walk: 11/19/2024
- RFI (Request for Information) Period: 11/19/24 – 12/30/24
- Submission Deadline: 4:00 PM on 01/03/2025
- Proposal Evaluation Period: 01/03/2025 – 01/28/2025
- Contract Award Date: 01/29/2025

(FRRPD office will be closed 12/23/24 – 01/02/2025 in observance of Christmas and New Years.)

## **10. Confidentiality**

All information provided in response to this RFP shall be treated as confidential by FRRPD.

FRRPD looks forward to receiving your proposal and potentially working with a qualified contractor on this project. Thank you for your interest.

Sincerely,

Joe Velasquez  
Park Supervisor  
Feather River Recreation & Park District  
(530) 533-2011  
[Joev@frpd.com](mailto:Joev@frpd.com)



## STAFF REPORT

**DATE: 01/21/2025**

**TO: BOARD OF DIRECTORS**

**FROM: Joe Velasquez, Park Supervisor**

**RE: Pickleball Court Project**

### SUMMARY

Staff is seeking permission to move forward with the revised proposal dated December 6, 2024, for a phased approach to the design and construction of pickleball improvements at Nelson Sports Complex

### BACKGROUND

At the October 22 meeting, the Board directed staff to revise the Nelson pickleball court project into a two phased project and work with the engineer to amend the current contract.

Following the board's direction, staff have received an updated proposal from Rolls Anderson Rolls to provide professional services for the construction of eight pickleball courts at Nelson Sports Complex.

Included is the updated proposal for engineering and professional services.

### BUDGETARY IMPACT

Estimated Cost to Complete Phase 1 - \$535,852.50

- Phase one estimate totals \$499,702.50.
- Updated engineering professional services – \$36,150

Potential District Funding Sources

- Five Star Bank Account "Activity Center Proceeds"
- Count Fund 2620 Development Impact Fees "Parkland & Facilities Fees"

### ATTACHMENTS

- Engineers' Original Estimate
- FRRPD phased Estimate
- Updated proposal

## ORIGINAL ENGINEERS ESTIMATE

ITEM DESCRIPTION	QUANTITY	UNIT COST	AMOUNT
1. Mobilization	1 LS	\$ 50,000.00	\$ 50,000.00
2. Clearing and Grubbing	1 LS	\$ 10,000.00	\$ 10,000.00
3. Demolition	1 LS	\$ 5,000.00	\$ 5,000.00
4. Site Grading	1 LS	\$ 15,000.00	\$ 15,000.00
5. 2"x6" Redwood Perimeter Header Board	185 LF	\$ 15.00	\$ 2,775.00
6. Concrete Flatwork	3,290 SF	\$ 10.00	\$ 32,900.00
7. Pedestrian Ramp	2 EA	\$ 3,500.00	\$ 7,000.00
8. Vertical Curb and Gutter	80 LF	\$ 50.00	\$ 4,000.00
9. Vertical Curb	100 LF	\$ 40.00	\$ 4,000.00
10. Parking Lot Paving	1 LS	\$ 20,000.00	\$ 20,000.00
11. Parking Lot Signage and Striping	1 LS	\$ 5,000.00	\$ 5,000.00
12. Pickleball Court Paving	8 EA	\$ 10,000.00	\$ 80,000.00
13. Pickleball Court Surfacing and Striping	8 EA	\$ 5,500.00	\$ 44,000.00
14. Fencing (4' tall)	295 LF	\$ 40.00	\$ 11,800.00
15. Fencing (8' tall)	560 LF	\$ 60.00	\$ 33,600.00
16. Gate (3' wide)	8 EA	\$ 600.00	\$ 4,800.00
17. Gate (4' wide)	2 EA	\$ 700.00	\$ 1,400.00
18. Windscreen (6' tall)	590 LF	\$ 10.00	\$ 5,900.00
19. Net Posts (pickleball)	16 EA	\$ 3,000.00	\$ 48,000.00
20. Practice Wall	3 EA	\$ 3,500.00	\$ 10,500.00
21. Court Light (single)	12 EA	\$ 2,000.00	\$ 24,000.00
22. Court Light (double)	10 EA	\$ 2,500.00	\$ 25,000.00
23. Area Light	2 EA	\$ 2,500.00	\$ 5,000.00
24. Bollard Area Light	6 EA	\$ 1,500.00	\$ 9,000.00
25. Trash/Recycle Receptacles	10 EA	\$ 1,500.00	\$ 15,000.00
26. Covered Court Bench	5 EA	\$ 10,000.00	\$ 50,000.00
27. Picnic Bench	3 EA	\$ 3,500.00	\$ 10,500.00
28. Area Bench (coated metal)	3 EA	\$ 1,500.00	\$ 4,500.00
29. Covered Structure (metal cover)	1 EA	\$ 65,000.00	\$ 65,000.00
30. Water Fountain	1 EA	\$ 9,500.00	\$ 9,500.00
31. Restroom (2 unisex rooms)	1 EA	\$ 125,000.00	\$ 125,000.00
32. Site Utilities	1 LS	\$ 75,000.00	\$ 75,000.00
Subtotal:			\$ 813,175.00
Construction Contingency (10%):			\$ 81,317.50
<b>Total:</b>			<b>\$ 894,492.50</b>

## NELSON PICKLEBALL COURTS PHASE 1 ESTIMATE

ITEM DESCRIPTION	QUANTITY	UNIT COST	AMOUNT
1. Mobilization	1 LS	\$ 50,000.00	\$ 50,000.00
2. Clearing and Grubbing	1 LS	\$ 10,000.00	\$ 10,000.00
3. Demolition	1 LS	\$ 5,000.00	\$ 5,000.00
4. Site Grading	1 LS	\$ 15,000.00	\$ 15,000.00
5. 2"x6" Redwood Perimeter Header Board	185 LF	\$ 15.00	\$ 2,775.00
6. Concrete Flatwork	3,290 SF	\$ 10.00	\$ 32,900.00
7. Pedestrian Ramp	2 EA	\$ 3,500.00	\$ 7,000.00
8. Vertical Curb and Gutter	80 LF	\$ 50.00	\$ 4,000.00
9. Vertical Curb	100 LF	\$ 40.00	\$ 4,000.00
12. Pickleball Court Paving	8 EA	\$ 10,000.00	\$ 80,000.00
13. Pickleball Court Surfacing and Striping	8 EA	\$ 5,500.00	\$ 44,000.00
14. Fencing (4' tall)	295 LF	\$ 40.00	\$ 11,800.00
15. Fencing (8' tall)	560 LF	\$ 60.00	\$ 33,600.00
16. Gate (3' wide)	8 EA	\$ 600.00	\$ 4,800.00
17. Gate (4' wide)	2 EA	\$ 700.00	\$ 1,400.00
19. Net Posts (pickleball)	16 EA	\$ 3,000.00	\$ 48,000.00
21. Court Light (single)	12 EA	\$ 2,000.00	\$ 24,000.00
22. Court Light (double)	10 EA	\$ 2,500.00	\$ 25,000.00
24. Bollard Area Light	6 EA	\$ 1,500.00	\$ 9,000.00
26. Benches	5	\$ 2,000.00	\$ 10,000.00
32. Site Utilities	1 LS	\$ 32,000.00	\$ 32,000.00
Subtotal:			\$ 454,275.00
Construction Contingency (10%):			\$ 45,427.50
<b>Total:</b>			<b>\$ 499,702.50</b>
<b>NEXT PHASE ESTIMATE</b>			
10. Parking Lot Paving	1 LS	\$ 20,000.00	\$ 20,000.00
11. Parking Lot Signage and Striping	1 LS	\$ 5,000.00	\$ 5,000.00
18. Windscreen (6' tall)	590 LF	\$ 10.00	\$ 5,900.00
20. Practice Wall	3 EA	\$ 3,500.00	\$ 10,500.00
25. Trash/Recycle Receptacles	10 EA	\$ 1,500.00	\$ 15,000.00
26. Covered Court Bench	5 EA	\$ 10,000.00	\$ 50,000.00
27. Picnic Bench	3 EA	\$ 3,500.00	\$ 10,500.00
28. Area Bench (coated metal)	3 EA	\$ 1,500.00	\$ 4,500.00
29. Covered Structure (metal cover)	1 EA	\$ 65,000.00	\$ 65,000.00
30. Water Fountain	1 EA	\$ 9,500.00	\$ 9,500.00
31. Restroom (2 unisex rooms)	1 EA	\$ 125,000.00	\$ 125,000.00
32. Site Utilities	1 LS	\$ 32,000.00	\$ 32,000.00
Subtotal:			\$ 362,400.00
Construction Contingency (10%):			\$ 36,240.00
<b>Total:</b>			<b>\$ 398,640.00</b>

December 6, 2024

Joe Velasquez  
 Park Supervisor  
 Feather River Recreation & Park District (FRRPD)  
 Joev@frrpd.com

**SUBJECT:      PROPOSAL FOR PROFESSIONAL SERVICES**  
**PICKLEBALL COURT IMPROVEMENTS AT NELSON SPORTS COMPLEX**  
**(PROPOSED UPDATED SCOPE OF WORK FOR PHASED DESIGN)**

Dear Mr. Velasquez:

Based on our discussion and the value engineered cost estimate provided by FRRPD, RAR understands that FRRPD is proposing a phased approach to the design and construction of the proposed pickleball improvements. Phase 1 of the project would include clearing and grubbing, demolition of existing facilities, construction of eight pickleball courts, fencing and gates, court and site lighting, concrete flatwork, benches and site utilities. Phase 2 of the project would include windscreens, practice walls, trash/recycle receptacles, covered court benches, picnic benches, area benches, covered structure, water fountain, restroom and parking lot improvements. To complete the design of Phase 1, RAR proposes to provide the following professional services:

- Task 1 - would involve revising the conceptual layout to show proposed Phase 1 improvements and providing FRRPD with an updated layout for review and approval. Subsequent tasks would not begin until a final layout has been approved.
- Task 2 - would involve preparation of a site grading and drainage plan including the pickleball court surfacing, concrete flatwork, curb and gutter, and a curb ramp. We have assumed storm drain leach trenches would be used for storm drain runoff from the pickleball courts and concrete flatwork.
- Task 3 - would involve preparation of a site plan including construction notes for proposed features shown in the value engineered cost estimate.
- Task 4 - would involve the design of onsite lighting around the pickleball courts. These items would be shown on the site plan. We have assumed the proposed lighting would connect to an existing service point(s) and a new service would not be needed.
- Task 5 - would involve the preparation of a dimensioned site plan.
- Task 6 - would involve the preparation of an engineer's estimate of preliminary quantities and costs for construction purposes.
- Task 7 - would involve preparation of technical specifications for items designed by RAR.
- Task 8 - would involve preparation of Construction Contract Documents for bidding purposes. We have assumed FRRPD would provide a copy of the format used on previous projects.
- Task 9 - would involve providing technical support during the bid advertisement including preparation and distribution of addendums and responding to questions. We have assumed a maximum of 8 hours of a principal engineer for this task.
- Task 10 - (optional) would involve providing construction administration and support including preparation and distribution of Requests for Information, responding to questions, preparation of progress pay estimates to the contractor, reviewing and approving shop drawings and performing site inspections. We have

December 6, 2024  
 Mr. Velasquez  
 Page 2

assumed a maximum of 18 site visits and a maximum of 36 hours of a principal engineer would be needed for this task.

Task 11 - (optional) would involve preparation of point controls and staking notes and performing construction staking including the location(s) of the pickleball courts, storm drain leach trenches, concrete flatwork and site lighting. We have assumed a maximum of 3 site visits would be needed.

The cost to complete the above tasks would be:

Task 1	\$3,500.00
Tasks 2 - 9	\$11,500.00
Task 10 (optional)	\$12,900.00
Task 11 (optional)	\$8,250.00

The following items are not included in our scope of professional services identified above:

1. Payment of any fees including title company fees, plan check fees, inspection fees, etc.
2. Performing a boundary survey.
3. Performing any redesign work after receipt of the final site layout.
4. Performing soil analysis or testing (including percolation tests) or preparation of a geotechnical report.
5. Layout or design of water infrastructure.
6. Performing a drainage analysis of storm drain features upstream or downstream of the project area.
7. Layout or design of post-construction or "LID" features.
8. Layout, design or preparation of plans for Phase 2 items.
9. Preparation of landscape irrigation or landscaping plans.
10. Design or preparation of plans for relocating existing utilities.
11. Preparation of utility company applications.
12. Preparation of a Stormwater Pollution Prevention Plan or Erosion and Sediment Control Plan. We have assumed a contractor would provide one or both of these plans plus required sampling and testing as part of their contract work.
13. Meetings and conference calls. Attendance at meetings or conference calls that are required by the owner, contractor or public agencies would be provided on a time and materials basis and would be an addition to the proposed cost.

Thank you for the opportunity to submit this proposal for your review and consideration. Please call if you have any questions.

Sincerely,

ROLLS, ANDERSON & ROLLS



Paul W. Rabo

I hereby agree with and approve Rolls, Anderson & Rolls to perform the tasks described in this letter and authorize this amendment to our existing "Agreement for Providing Professional Engineering and/or Professional Land Surveying Services" dated January 11, 2024.

Signed: \_\_\_\_\_, Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_, Title: \_\_\_\_\_



## STAFF REPORT

**DATE:** January 22, 2025

**TO:** FRRPD BOARD OF DIRECTORS

**FROM:** Brian Wilson, GENERAL MANAGER

**RE:** Executive Administrator Position – Leave of Absence

### **SUMMARY**

The Board may consider the hiring of (2) two part-time temporary positions to fill the vacancy during a leave of absence of the current Executive Administrator.

### **BACKGROUND**

The current Executive Administrator has provided the district with a letter of intent to take up to 12 weeks maternity leave. While the permanent Executive Administrator position is a full-time, exempt position, district staff will be looking to fill the position with (2) two part-time, temporary positions.

1. Part Time, Temporary Executive Assistant (20-24 hrs/wk)
2. Part Time, Temporary Marketing Specialist (20-24 hrs/wk)

### **FISCAL IMPACT**

The permanent Executive Administrator position is a full-time, exempt position that has been budgeted for FY 2024/25 to include wages, taxes and benefits at \$93,500.

During the 12-week unpaid leave, the district expects to see:

1. A labor cost reduction of approximately \$18,900.00 for the Executive Admin position, and
2. Labor cost increase of no more than \$14,400.00 for the added Part-Time Temporary positions,
3. For a net savings to the district of approximately \$4500.00 for the 12-week period.

### **ATTACHMENT(S)**

1. Job Description: Executive Assistant
2. Job Description: Marketing Specialist





## Job Description

**Title:** Executive Assistant  
**Dept:** Administration

**Status:** Part-Time / Hourly  
**Wage Range:** \$22.00-24.76

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### **JOB SUMMARY:**

The Executive Assistant will serve in the capacity as the assistant to the General Manager. The Executive Assistant will perform advanced administrative assignments, functioning as a management assistant and supporting role to the General Manager. At this level, the employee has increased responsibility in such areas as interpreting policies and procedures serving as liaison to staff and higher-level management, researching and preparing materials for managerial decisions, and participating in other management assistant activities. This position is also responsible for the preparation of documents, meeting materials, scheduling and coordinating meetings. This position is also known as the board clerk. This position requires a flexible schedule, and some evening and weekend work may be required.

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**ESSENTIAL JOB FUNCTIONS:** *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

### **ASSISTANT DUTIES**

- Serve as the Assistant to the General Manager (ie: phone calls, messages, email correspondence, managing appointments)
- Attends community meetings as a District representative to further community relations
- Assist General Manager with public relations and building agency relationships
- Open and distribute District mail according to District procedure
- Assist other departments when needed as directed by the General Manager (i.e. maintenance, recreation, gymnastics, preschool, administration, etc.)
- Assist General Manager in managing day-to-day operations of the district
- Ordering of office supplies and janitorial supplies for the Activity Center

### **BOARD CLERK DUTIES**

- Serve as the Clerk to the Board of Directors
- Attend all Board of Directors meetings
- Ensure the timely preparation and distribution of materials (e.g., requests, agendas, schedules, notices, resolutions, etc.) for Board and Board Committee meetings, consistent with Board approved bylaws and procedures (e.g., via web)
- Ensure the District is compliant with the Brown Act
- Keeps all official records of Board activities (minutes of proceedings, resolutions, etc.), and ensures they are available externally as appropriate (e.g., via web)
- Responsible for the arrangement, scheduling and facility set-up for District meetings

Executive Assistant \_\_\_\_\_ (Approved April, 2016)

*This job description is intended to describe the general nature of the work, it is not all inclusive. All responsibilities are considered to be essential functions of the job. The District reserves the right to modify job descriptions as it deems necessary for proper business objectives.*

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**REQUIRED KNOWLEDGE AND SKILLS:**

- Minimum typing skills 50 wpm, prefer 64 wpm.
- Proficient with Microsoft Office programs
- Graphic design and/or marketing experience
- General computer proficiency required
- Must be able to learn other computer programs quickly and efficiently
- Strong organizational and administrative skills
- Ability to work with diverse groups of people
- Skilled in researching and implementing new strategies and procedures to increase efficiency and effectiveness
- Skilled in time management to meet strict timelines
- Skilled in organizing workload independently and set priorities; to adapt quickly to those changing priorities; and perform multiple interrelated tasks under deadline pressures
- Skilled in maintaining accurate records and remaining detail-oriented
- Skilled in preparation of reports and presentations
- Skilled ability to communicate clearly and effectively, both orally and written

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**EDUCATION, CERTIFICATIONS AND LICENSES:**

- Associates Degree in Business Administration preferred and/or any combination of education and work experience as determined by General Manager
- Minimum 3 years of administrative experience

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**ENVIRONMENTAL FACTORS AND CONDITIONS/PHYSICAL REQUIREMENTS:** *The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.*

- May be required to lift and carry items up to 40 pounds
- Ability to sit at a desk and in meetings for extended periods of time
- Must be able to stand, walk, see, hear and communicate with the sufficient acuity to successfully perform all aspects of the job
- Perform simple grasping and fine manipulation, dexterity and frequent handling of papers
- There will be some bending, kneeling and overhead reaching
- Ability to use telephone and write or use keyboard to communicate through written means

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**ADDITIONAL INFORMATION:**

**Reports To:** General Manager

**Direct Reports:** Customer Relations Specialist, Marketing Specialist

**External Contacts:** Board of Directors, Community groups, Service Organizations, Media

Executive Assistant \_\_\_\_\_ (Approved April, 2016)

*This job description is intended to describe the general nature of the work, it is not all inclusive. All responsibilities are considered to be essential functions of the job. The District reserves the right to modify job descriptions as it deems necessary for proper business objectives.*



## Job Description

**Title:** Marketing Specialist

**Dept:** Administration

**Status:** Part-time

**Starting Wage:** \$20.00/hour

### JOB SUMMARY:

Under general supervision by the Executive Administrator, perform responsible, professional recreation/clerical work, the nature that often requires performance independent of supervision. Provide support to the management staff in planning and conducting District Special Events and marketing and attends community special event meetings as a District representative. Ensures the District remains involved in the community in all aspects. Assist all departments in marketing of programs, class activities and /or after-school programs /or citywide special events. Manages and recruits for District volunteer programs. This position also assists the management staff in grant writing processes. This is a part time up to 29 hours a week position without District benefits.

**ESSENTIAL JOB FUNCTIONS:** *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Assists in planning, coordinating, organizing and promoting special events in the community
- Assist in gathering, analyzing, and reporting of information pertinent for the development and scheduling of programs and District events.
- Responsible for promoting the District in a positive light by marketing programs and Special Events through social media, email fliers, posters distribution and public appearances.
- Manages the District social media sources including but not limited to Facebook, Instagram, Twitter, Google, Constant Contact, press releases, etc.
- Responsible for production of the District monthly newsletter
- Responsible for District customer surveys and requests to better customer service of the District
- Serves as District media spokesperson for television, radio, events, and social media
- Responsible for photo releases of participants and photos of events, classes, programs, etc. to utilize for marketing
- Attends staff meetings and other meetings as necessary to obtain marketing information from all departments
- Plans and forms Special Event committees and meetings as well as agendas and minutes of meetings
- Provides closing reports of all Special Events to Supervisor for review
- Responsible for production of the District Activity Guide
- Responsible for seeking donations and sponsors for events and marketing materials, including managing advertisers and acquiring new advertisers for the District Activity Guide
- Submits recommendations for marketing/advertising budget and monitors expenditures
- Recruit and assist management with District Volunteer Programs

*Approved September 2019*

*This job description is intended to describe the general nature of the work, it is not all inclusive. All responsibilities are considered to be essential functions of the job. The District reserves the right to modify job descriptions as it deems necessary for proper business objectives.*

**REQUIRED KNOWLEDGE AND SKILLS:**

- Knowledge of developmentally appropriate methods, practices, equipment and materials used in recreation programs and Special Events
- Perform physical work and/or athletic activity related to recreation programs and Special Events
- Communication and public relation skills, including excellent customer service
- Maintains a clear driving record with DMV
- Drives district vehicle or personal vehicle as needed to conduct District business
- Knowledge of pertinent District policies and procedures, employee handbook
- Skill in clerical duties including typing keeping statistics, and graphic arts
- Knowledgeable in Adobe, Excel, Publisher, Power Point, InDesign, Outlook, Microsoft Word and Adobe Illustrator
- Skills in planning, organizing and directing programs/and or special events
- Skill in following and effectively communicating verbal and written instructions
- Skill in operating independently and as a team member
- Skill in establishing and maintaining effective working relations with co-workers, other District employees and the public
- Completes necessary reports
- Travel to various sites in the District to complete work activities
- Work irregular hours, shifts or weekends
- Conduct meetings and telephone conversations with staff, and community members.
- Ability to think creatively
- Ability to compose press releases and distribute to local media
- Ability to pay attention to details and plan 6-12 months in advance

**EDUCATION, CERTIFICATIONS AND LICENSES:**

- One year of responsible experience in a variety of recreational and event activities.
- One year of experience working with Microsoft Word, Publisher, Power Point, Outlook
- Knowledge of principles of marketing, customer service, design and graphic design
- High school diploma or GED required
- DOJ background check clearance required prior to employment

**ENVIRONMENTAL FACTORS AND CONDITIONS/PHYSICAL REQUIREMENTS:**

- Work is performed in an indoor and outdoor environment. Working conditions in the field exposed to variations in temperatures, dry, dusty, and humidity, high winds and rain
- May be required to lift and carry items more than 50 pounds (including children)
- Walk, stand, sit, kneel, crawl, bend and climb receptively or over a long period of time

**ADDITIONAL INFORMATION:**

**Reports To:** Executive Administrator

**Direct Reports:** N/A

*Approved September 2019*

*This job description is intended to describe the general nature of the work, it is not all inclusive. All responsibilities are considered to be essential functions of the job. The District reserves the right to modify job descriptions as it deems necessary for proper business objectives.*

**1200 Myers Street, Oroville, CA 95965 (530) 533-2011**

**RESOLUTION NO. 2047-25****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT PROVIDING COMPENSATION OF \$100 TO EACH BOARD MEMBER FOR ATTENDANCE AT MEETINGS OF THE BOARD WITH A MAXIMUM OF SIX MEETINGS IN ANY CALENDAR MONTH, IN ACCORDANCE WITH ARTICLE 5 OF THE CALIFORNIA PUBLIC RESOURCES CODE**

**WHEREAS**, Article 5 of the California Public Resources Code states:

5784.15 (a) The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (**\$100**) for attending each meeting of the board. The board of directors, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation received for attending meetings of the board.

(b) Board members shall not receive compensation for more than six meetings of the board in a calendar month. The board of directors shall, if the district compensates its members for more than five meetings in a calendar month, annually adopt a written policy, based on a finding supported by substantial evidence, why more than five meetings per month are necessary for the effective operation of the district.

(c) In addition, members of the board of directors may receive their actual and necessary traveling and incidental expenses incurred while on official business.

(d) A member of the board of directors may waive the compensation.

(e) For the purposes of this section, a meeting of the board of directors includes but is not limited to, regular meetings, special meetings, closed sessions, emergency meetings, board field trips, district public hearings, or meetings of a committee of the board.

(f) For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

(g) Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3 of the Government Code.

**WHEREAS**, The Board of Directors voted unanimously during the Regular December 17, 2024 Board Meeting to revise the FRRPD Policy and Procedures Handbook, Section 7, Process, to read "in accordance with California Public Resources Code Section 5784.15, Directors shall receive remuneration in the amount of \$100 (one hundred dollars) for attendance at each meeting of the board. Board members shall not receive compensation for more than six meetings of the board in a calendar month."

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District hereby provide compensation of \$100 to each Board member for attendance at meetings of the Board with a maximum compensation of \$500 in any calendar month, in accordance with Article 5 of the California Public Resources Code.



**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 28th day of January 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Greg Passmore, Board Chair

Attest:

\_\_\_\_\_  
Brian Wilson, General Manager



**RESOLUTION NO. 2048-25**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS FROM PARKLAND & FACILITIES DEVELOPMENT IMPACT FEE FUNDS TO THE GENERAL FUND ACCOUNT 2600**

**WHEREAS** the Feather River Recreation and Park District Board of Directors acknowledged to pay for engineering services for the new construction of the Nelson Pickleball Courts utilizing Parkland & Facilities Development Impact Fee funds for engineering service fees of said project, and

**WHEREAS** the General Manager has reviewed the finances of the district and recommends transferring \$ \$8,631.00 from Parkland & Facilities Development Impact Fee Funds to the General Fund 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 \$8,631.00 from Parkland & Facilities Development Impact Fee Funds to the General Fund 2600, and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District approves the transferring \$8,631.00 from Parkland & Facilities Development Impact Fee Funds to the General County Fund 2600

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 28<sup>th</sup> of January 2025 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Greg Passmore, Chairperson

\_\_\_\_\_  
Robert Brian Wilson, General Manager



**RESOLUTION NO. 2049-25**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS FROM PARKLAND & FACILITIES DEVELOPMENT IMPACT FEE FUNDS TO THE GENERAL FUND ACCOUNT 2600**

**WHEREAS** the Feather River Recreation and Park District Board of Directors acknowledged the need to pay for construction fees of the new construction of the Palermo Park Playground and Parking ADA additions utilizing Parkland & Facilities Development Impact Fee funds for construction fees of said project, and

**WHEREAS** the General Manager has reviewed the finances of the district and recommends transferring \$14,950.00 from Parkland & Facilities Development Impact Fee Funds to the General Fund 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 \$14,950.00 from Parkland & Facilities Development Impact Fee Funds to the General Fund 2600, and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District approves the transferring \$14,950.00 from Parkland & Facilities Development Impact Fee Funds to the General County Fund 2600

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 28<sup>th</sup> of January 2025 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Greg Passmore, Chairperson

\_\_\_\_\_  
Robert Brian Wilson, General Manager





## DECEMBER 2024 DEPARTMENT UPDATES

### Parks & Maintenance Department Update

*Joe Velasquez – Park Supervisor*

#### **Completed Tasks/Projects:**

See Attached: Report from MaintainX app.

#### **Additional Information:**

Riverbend Vandalism: Upon returning from the holiday break, we had reports of a dog who stepped on an electrical box and was shocked. After investigation, we found that there was an exposed wire in contact with the lid. We also found that numerous wires had been cut. We found that over 10 light poles have been vandalized. Over 2500 ft of copper electrical wire has been stolen. We have submitted an insurance claim and are working with contractors to get the lighting restored.

Riverbend Lift Station: cost estimate came in at over \$25,000. We will be putting this project out to bid.

#### Nelson complex:

- Baldry field conversion done
  - Sprinkler system installed.
  - The grass seed is spread.

#### Skatepark repairs:

- Made repairs to ramps with good structural support.
- Removed ramps with excessive wear and damage.
- Looking at replacement options.

Lake Oroville Little League Clean Up Day: LOLL had their first clean up day for the season. Their focus was on bleacher repair, graffiti cover up, infield maintenance, fence and backstop repairs, and walkway repairs.

#### **Upcoming/Ongoing Projects:**

- Brush/land clearing throughout Riverbend
- Nelson complex repairs
  - Zollner dugouts, backstop, bases
- Skatepark repairs
- Crack repairs in tennis courts

### Administration, Events, and Marketing

*Kendyle Anderson- Executive Administrator*

#### **Recently completed events/projects:**

The Palermo Grange has been reserved for our January Board Meeting on January 28, 2025.



## DECEMBER 2024 DEPARTMENT UPDATES

Breakfast with Santa was successful. We sold 108 tickets and received a donation of service, time, or funds from Walmart, Mechanic's Bank, Foodmaxx, Feather River Four Wheel and Drive, Trader Joes, Oroville Kiwanis, Oroville HS Key Club, Las Plumas HS Key Club, and

### **Current events/project:**

Continuing to work with Board Members to ensure the required board trainings are completed.

Booking new reservations for the Convention Center. We are currently fully book for Saturdays through April and the remainder of the year is beginning to fill. Teresa is being trained in booking events and rentals at the Oroville Convention Center.

The Spring Activity Guide is in progress and will be available digitally in February. The guide will be available at our website and promoted through social media. We are excited to announce the return of the Mother Son Dance and Indoor Flea Market.

Planning for the Daddy Daughter Dance on February 22, 2025. We have confirmed a DJ, will collaborate with local community groups to provide food service, and have purchased décor. There are currently 29 registered attendees.

Planning for the Wildflower and Nature Festival has begun. There are currently 30 vendors that have submitted applications and we intend to have at least 70 total vendors for the festival.

Will begin maternity leave on February 24, 2025. I am working with Brian to ensure a smooth transition during this time.

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

Joelle will begin planning for the Spring Concerts in the Park. The concerts will be held every Friday in May at Riverbend Park. Band and vendor applications are currently being accepted.

### **Recreation Department Update**

*Jenna Walker- Recreation Supervisor*

### **Recently completed events/projects:**

- Recreation classes and activity offerings:
  - Developing schedule of offerings for Winter 2025 including youth sport skills sessions, dance classes, weekly walking group, basketball open gym
- Youth Sports:
  - Youth Sports program parent/spectator code of conduct and education
  - Season 2 Youth Basketball Winter League
    - Season scheduling and facilities coordination
    - Basketball official recruitment and development
- Review and revision of Recreation webpages' content
- Annual performance evaluations for all Recreation department employees

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

- Youth Sports:



### DECEMBER 2024 DEPARTMENT UPDATES

- Season 2 Youth Basketball Winter League
  - Season 2 dates: January 27 – March 6, 2025
  - 27 total teams: 15 Boys 5<sup>th</sup>/6<sup>th</sup> grade teams and 12 Girls 7<sup>th</sup>/8<sup>th</sup> teams
  - Season implementation
- Planning Spring 2025 Youth Sports leagues: track and field, soccer, possibly flag football
- Adult Sports
  - Planning of Spring 2025 Adult Sports leagues: coed softball, men's softball, coed volleyball
- Recreation classes and activity offerings:
  - Develop schedule of offerings for Spring 2025
  - Developing partnerships for recreation offerings
- Recruitment and training of Recreation Coordinator

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

- Develop schedule of offerings and sports leagues for Summer 2025
- Transition from paper to digital forms (rosters, registration forms, etc.) through Team Sideline for adult sports leagues in Spring 2025
- Recruitment of officials for Spring 2025 sports
- Exploration of grant opportunities related to recreation
- Staff will be looking into expansion of collaborative opportunities with community partners to provide a broader scope of recreational opportunities to district residents.



# Work Orders List for 12/13/2024 - 01/23/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9475	<b>Cleaning Gutter at playtown park and blow walk way</b>	Maintenance Shop 2019 Ford F-250	Medium Maintenance	Hue Vang Marco Aispuro		Total Time Costs \$99.38 Total Time 4h 0m 0s <b>Total Costs \$99.38</b>	✓ Done Completed by Hue Vang on 12/13/2024
#9476	<b>Cleaning Gutter and walkway at Palermo park</b>	Maintenance Shop 2019 Ford F-250	Medium Clean up	Hue Vang Marco Aispuro		Total Time Costs \$62.11 Total Time 2h 30m 0s <b>Total Costs \$62.11</b>	✓ Done Completed by Hue Vang on 12/13/2024
#9457	<b>Blow parking lot @ Riverbend for Street sweeper</b>	Riverbend Park	Medium Maintenance Leaf Removal	T Maintenance Team Jesus Aispuro Dommie	12/12/2024	Total Time Costs \$79.36 Total Time 4h 0m 0s <b>Total Costs \$79.36</b>	✓ Done Completed by Dommie on 12/13/2024
#8819	<b>Assist All American Welding with gate replacement Riverbend south</b>	Dog Park Parent: Riverbend Park	High Project	T Maintenance Team joseph velasquez Jesus Aispuro Marco Aispuro Randy Schmidt	10/28/2024	Total Time Costs \$83.76 Total Time 4h 0m 0s <b>Total Costs \$83.76</b>	✓ Done Completed by joseph velasquez on 12/13/2024
#9492	<b>Replace plastic glass at snakebar at riverbend</b>	Riverbend Park	Low Vandalism Repair	Hue Vang Randy Schmidt		Total Time Costs \$89.50 Total Time 4h 0m 0s <b>Total Costs \$89.50</b>	✓ Done Completed by Randy Schmidt on 12/13/2024
#9480	<b>Leaf collection (skatepark)</b>	Bedrock Skate Park	Medium Leaf Removal	T Maintenance Team Eric Danner Hue Vang Jesus Aispuro		Total Time Costs \$192.36 Total Time 9h 45m 0s <b>Total Costs \$192.36</b>	✓ Done Completed by Eric Danner on 12/13/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
				Dommie Randy Schmidt Marek Nielsen			
#9487	<b>Sheriff crew</b>	Maintenance Shop Bobcat T550	<div style="background-color: #f7941d; color: white; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Project</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Sheriff Work Crew</div>	Marco Aispuro		Total Time Costs      \$134.17 Total Time              6h 24m 26s <b>Total Costs              \$134.17</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 12/13/2024
#9479	<b>Leaf collection (MLK)</b>	Martin Luther King Jr Park	<div style="background-color: #f7941d; color: white; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Leaf Removal</div>	<div style="background-color: #0070c0; color: white; padding: 2px; border-radius: 4px; display: inline-block; font-weight: bold;">T</div> Maintenance Team Eric Danner Hue Vang Jesus Aispuro Marco Aispuro Dommie Randy Schmidt Marek Nielsen		Total Time Costs      \$587.96 Total Time              28h 0m 0s <b>Total Costs              \$587.96</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 12/13/2024
#9489	<b>Change break pads on F-250D</b>	Maintenance Shop 2022 Ford F 250 Diésel	<div style="background-color: #d9534f; color: white; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Mechanical</div>	Eric Danner Paul Vang Dommie		Total Time Costs      \$52.86 Total Time              3h 0m 0s <b>Total Costs              \$52.86</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Dommie on 12/13/2024
#9496	<b>Places Boulder in front of riverbend fence.</b>	Riverbend Park	<div style="background-color: #f7941d; color: white; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Preventive</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Vandalism Repair</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Request</div>	joseph velasquez Jesus Aispuro Marco Aispuro Paul Vang Dommie		Total Time Costs      \$45.54 Total Time              2h 20m 0s <b>Total Costs              \$45.54</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Jesus Aispuro on 12/13/2024
#9497	<b>Cleaning Gutter at riverbend snack bar</b>	Maintenance Shop 2019 Ford F-250	<div style="background-color: #f7941d; color: white; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Clean up</div>	Hue Vang Dommie Randy Schmidt		Total Time Costs      \$99.03 Total Time              4h 30m 37s <b>Total Costs              \$99.03</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Randy Schmidt on 12/13/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9498	<b>Blow OCC parking lot and around the building</b>	Maintenance Shop 2019 Ford F-250	<div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Leaf Removal</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block;">Clean up</div>	Hue Vang Randy Schmidt		Total Time Costs \$67.13 Total Time 3h 0m 0s <b>Total Costs \$67.13</b>	<span style="color: green;">✓</span> Done Completed by Randy Schmidt on 12/13/2024
#9508	<b>cleanup OCC after events</b>	Oroville Convention Center	<div style="background-color: orange; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block;">Clean up</div>	Marco Aispuro Paul Vang Randy Schmidt		Total Time Costs \$85.94 Total Time 5h 0m 0s <b>Total Costs \$85.94</b>	<span style="color: green;">✓</span> Done Completed by Paul Vang on 12/14/2024
#9518	<b>pump down septic tank</b>	South Restrooms <small>Parent: Riverbend Park</small>	<div style="background-color: orange; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block;">Standard Operating Procedure</div>	Paul Vang		Total Time Costs \$11.00 Total Time 40m 0s <b>Total Costs \$11.00</b>	<span style="color: green;">✓</span> Done Completed by Paul Vang on 12/15/2024
#9507	<b>pick up branches around all parks</b>	All Parks	<div style="background-color: orange; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Clean up</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Tree removal</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block;">Storm Damage</div>	Marco Aispuro Paul Vang		Total Time Costs \$265.89 Total Time 14h 30m 0s <b>Total Costs \$265.89</b>	<span style="color: green;">✓</span> Done Completed by Paul Vang on 12/15/2024
#9509	<b>Cleaning of drains and blowing of walk ways</b>	Riverbend Park	<div style="background-color: orange; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Leaf Removal</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-bottom: 5px;">Clean up</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block;">Storm Damage</div>	Marco Aispuro Paul Vang Randy Schmidt	12/16/2024	Total Time Costs \$236.92 Total Time 13h 0m 0s <b>Total Costs \$236.92</b>	<span style="color: green;">✓</span> Done Completed by Marco Aispuro on 12/16/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9534	<b>Pressure wash skatepark</b>	Bedrock Skate Park	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Clean up</div>	Paul Vang Marek Nielsen		Total Time Costs      \$32.50 Total Time              2h 0m 0s <b>Total Costs              \$32.50</b>	<span style="color: green;">✓</span> Done Completed by Marek Nielsen on 12/16/2024
#9536	<b>Fix and Clean Dyna parts washer</b>	Maintenance Shop	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Project</div>	Marco Aispuro		Total Time Costs      \$73.29 Total Time              3h 30m 0s <b>Total Costs              \$73.29</b>	<span style="color: green;">✓</span> Done Completed by Marco Aispuro on 12/16/2024
#9495	<b>Clear out Palermo Pool Chem Room</b>	Palermo Pool <small>Parent: Palermo Park</small>	<div style="background-color: #dc3545; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Rainy Day Projects</div>	<span style="background-color: #007bff; color: white; padding: 0 2px;">T</span> Maintenance Team Eric Danner Jesus Aispuro Paul Vang Dommie		Total Time Costs      \$123.42 Total Time              6h 0m 0s <b>Total Costs              \$123.42</b>	<span style="color: green;">✓</span> Done Completed by Dommie on 12/17/2024
#9548	<b>install new sign at pomona Field</b>	Pomona Field <small>Parent: Nolan Sports Complex</small>	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Damage</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Repair</div>	Paul Vang Marek Nielsen		Total Time Costs      \$32.50 Total Time              2h 0m 0s <b>Total Costs              \$32.50</b>	<span style="color: green;">✓</span> Done Completed by Marek Nielsen on 12/17/2024
#9549	<b>pressure wash tennis court</b>	Bedrock Tennis Court	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Restroom Opening Check</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Clean up</div>	Paul Vang Marek Nielsen		Total Time Costs      \$21.67 Total Time              1h 20m 0s <b>Total Costs              \$21.67</b>	<span style="color: green;">✓</span> Done Completed by Marek Nielsen on 12/17/2024
#9546	<b>Sheriff crew</b>	Maintenance Shop Bobcat T550	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Project</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 5px;">Sheriff Work Crew</div>	Marco Aispuro		Total Time Costs      \$146.58 Total Time              7h 0m 0s <b>Total Costs              \$146.58</b>	<span style="color: green;">✓</span> Done Completed by Marco Aispuro on 12/18/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9488	<b>Blow parking lot @ Riverbend for Street sweeper</b>	Riverbend Park	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Maintenance</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Leaf Removal</div>	<div style="background-color: #28a745; color: white; padding: 2px; border-radius: 4px; display: inline-block;">T</div> Maintenance Team joseph velasquez	12/17/2024		<span style="color: green;">✓</span> Done Completed by joseph velasquez on 12/18/2024
#9565	<b>Skatepark</b>	Maintenance Shop 2012 Ram 1500 (assigned to Dom)	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Request</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Clean up</div>	Dommie Adam Herrera		Total Time Costs      \$34.74 Total Time              2h 0m 0s <div style="background-color: #e9f5ff; padding: 2px; border-radius: 4px; display: inline-block;"><b>Total Costs      \$34.74</b></div>	<span style="color: green;">✓</span> Done Completed by Adam Herrera on 12/18/2024
#9567	<b>Skatepark</b>	Maintenance Shop 2012 Ram 1500 (assigned to Dom)	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Graffiti Removal</div>	Dommie		Total Time Costs      \$9.37 Total Time              30m 0s <div style="background-color: #e9f5ff; padding: 2px; border-radius: 4px; display: inline-block;"><b>Total Costs      \$9.37</b></div>	<span style="color: green;">✓</span> Done Completed by Dommie on 12/18/2024
#9569	<b>800 blower</b>	Maintenance Shop	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Repair</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Maintenance</div>	Dommie		Total Time Costs      \$9.37 Total Time              30m 0s <div style="background-color: #e9f5ff; padding: 2px; border-radius: 4px; display: inline-block;"><b>Total Costs      \$9.37</b></div>	<span style="color: green;">✓</span> Done Completed by Dommie on 12/18/2024
#9545	<b>Concrete patch in big bear gazebo</b>	Maintenance Shop 2012 Ram 1500 (assigned to Jesus)	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Preventive</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Safety</div>	<div style="background-color: #28a745; color: white; padding: 2px; border-radius: 4px; display: inline-block;">T</div> Maintenance Team Eric Danner Jesus Aispuro Dommie		Total Time Costs      \$30.87 Total Time              1h 30m 0s <div style="background-color: #e9f5ff; padding: 2px; border-radius: 4px; display: inline-block;"><b>Total Costs      \$30.87</b></div>	<span style="color: green;">✓</span> Done Completed by Eric Danner on 12/19/2024
#9532	<b>Remove tree from MLk</b>	Maintenance Shop PJ Dump Trailer	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Tree removal</div>	Jesus Aispuro Marco Aispuro Dommie		Total Time Costs      \$71.09 Total Time              3h 30m 0s <div style="background-color: #e9f5ff; padding: 2px; border-radius: 4px; display: inline-block;"><b>Total Costs      \$71.09</b></div>	<span style="color: green;">✓</span> Done Completed by Dommie on 12/19/2024
#9530	<b>Remove tree from dog park</b>	Dog Park      Parent: Riverbend Park	<div style="background-color: #dc3545; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Tree</div>	<div style="background-color: #28a745; color: white; padding: 2px; border-radius: 4px; display: inline-block;">T</div> Maintenance Team Jesus Aispuro Marco Aispuro		Total Time Costs      \$112.97 Total Time              5h 30m 0s	<span style="color: green;">✓</span> Done Completed by Marco Aispuro on 12/19/2024



ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
			removal	Dommie		<b>Total Costs</b> <b>\$112.97</b>	
#9560	<b>Clearing and making a new access Road to disc golf area</b>	Maintenance Shop Bobcat T550	Low Project Sheriff Work Crew	T Maintenance Team Jesus Aispuro		Total Time Costs \$167.52 Total Time 8h 0m 0s <b>Total Costs \$167.52</b>	✓ Done Completed by Jesus Aispuro on 12/19/2024
#9579	<b>Dead tree</b>	Maintenance Shop 2017 Ford F-250	Medium Tree removal	Marco Aispuro Dommie		Total Time Costs \$79.36 Total Time 4h 0m 0s <b>Total Costs \$79.36</b>	✓ Done Completed by Marco Aispuro on 12/19/2024
#9568	<b>Blow Tennis Courts</b>	Bedrock Tennis Court	Medium Leaf Removal	T Maintenance Team Eric Danner		Total Time Costs \$48.50 Total Time 2h 0m 0s <b>Total Costs \$48.50</b>	✓ Done Completed by Eric Danner on 12/19/2024
#9594	<b>MLK leak (South)</b>	Martin Luther King Jr Park	High Irrigation Repair	Eric Danner Paul Vang		Total Time Costs \$163.00 Total Time 8h 0m 0s <b>Total Costs \$163.00</b>	✓ Done Completed by Eric Danner on 12/20/2024
#9581	<b>Leaf collection (Nelson)</b>	Nelson Sports Complex	High Leaf Removal	T Maintenance Team Eric Danner Jesus Aispuro Marco Aispuro Dommie Randy Schmidt		Total Time Costs \$361.03 Total Time 18h 0m 0s <b>Total Costs \$361.03</b>	✓ Done Completed by Eric Danner on 12/20/2024
#9561	<b>Fix fence on Vorhees</b>	Nelson Sports Complex	Low Damage	Eric Danner Jesus Aispuro Randy Schmidt		Total Time Costs \$244.76 Total Time 12h 0m 0s <b>Total Costs \$244.76</b>	✓ Done Completed by Eric Danner on 12/20/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9590	<b>Sheriff crew</b>	Maintenance Shop Bobcat T550	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Project</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Sheriff Work Crew</div>	Marco Aispuro		Total Time Costs      \$167.52 Total Time              8h 0m 0s <b>Total Costs              \$167.52</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 12/20/2024
#9583	<b>Leaves collection at nolan</b>	Nelson Sports Complex	<div style="background-color: #27ae60; color: white; padding: 2px; border-radius: 4px; display: inline-block;">Low</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Leaf Removal</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Clean up</div>	Eric Danner Jesus Aispuro Marco Aispuro Dommie Randy Schmidt	12/21/2024	Total Time Costs      \$223.58 Total Time              12h 30m 0s <b>Total Costs              \$223.58</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Randy Schmidt on 12/20/2024
#9596	<b>Leaf collection (Palermo)</b>	Palermo Park	<div style="background-color: #e74c3c; color: white; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Leaf Removal</div>	<div style="background-color: #0070c0; color: white; padding: 2px; border-radius: 4px; display: inline-block; font-weight: bold;">T</div> Maintenance Team Eric Danner Jesus Aispuro Paul Vang Dommie Randy Schmidt		Total Time Costs      \$248.54 Total Time              13h 0m 0s <b>Total Costs              \$248.54</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Randy Schmidt on 12/20/2024
#9599	<b>pump down septic tank</b>	South Restrooms <small>Parent: Riverbend Park</small>	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Standard Operating Procedure</div>	Paul Vang		Total Time Costs      \$16.50 Total Time              1h 0m 0s <b>Total Costs              \$16.50</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Paul Vang on 12/21/2024
#9608	<b>remove broken tree</b>	Restrooms <small>Parent: Martin Luther King Jr Park</small>	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Vandalism Repair</div>	Paul Vang		Total Time Costs      \$16.50 Total Time              1h 0m 0s <b>Total Costs              \$16.50</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Paul Vang on 12/21/2024
#9610	<b>Leave removal from riverbend play Area north end</b>	Riverbend Park	<div style="background-color: #27ae60; color: white; padding: 2px; border-radius: 4px; display: inline-block;">Low</div> <div style="border: 1px solid #0070c0; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Leaf Removal</div>	Randy Schmidt		Total Time Costs      \$24.00 Total Time              1h 30m 0s <b>Total Costs              \$24.00</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Randy Schmidt on 12/21/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
			Clean up				
#9609	rake leaf from driveway and drainage	All Parks	<p>Medium</p> <p>Preventive</p> <p>Leaf Removal</p> <p>Rainy Day Projects</p>	Paul Vang		<p>Total Time Costs \$46.32</p> <p>Total Time 2h 48m 27s</p> <p><b>Total Costs \$46.32</b></p>	<p>✓ Done</p> <p>Completed by Paul Vang on 12/21/2024</p>
#9600	Sheriff crew	Maintenance Shop Bobcat T550	<p>Medium</p> <p>Sheriff Work Crew</p>	Marco Aispuro		<p>Total Time Costs \$167.52</p> <p>Total Time 8h 0m 0s</p> <p><b>Total Costs \$167.52</b></p>	<p>✓ Done</p> <p>Completed by Marco Aispuro on 12/21/2024</p>
#9619	pick up leafs at nelson park	Restrooms <small>Parent: Nelson Sports Complex</small>	<p>Low</p> <p>Leaf Removal</p>	Paul Vang		<p>Total Time Costs \$22.00</p> <p>Total Time 1h 20m 0s</p> <p><b>Total Costs \$22.00</b></p>	<p>✓ Done</p> <p>Completed by Paul Vang on 12/22/2024</p>
#9620	Cleanup/breakdown	Oroville Convention Center	<p>High</p> <p>Rental</p>	Paul Vang Randy Schmidt Adam Herrera		<p>Total Time Costs \$102.33</p> <p>Total Time 6h 20m 0s</p> <p><b>Total Costs \$102.33</b></p>	<p>✓ Done</p> <p>Completed by Paul Vang on 12/22/2024</p>
#9624	pressure wash amphitheater at riverbend	Amphitheater <small>Parent: Riverbend Park</small>	<p>High</p> <p>Safety</p> <p>Request</p> <p>Clean up</p>	Paul Vang		<p>Total Time Costs \$38.50</p> <p>Total Time 2h 20m 0s</p> <p><b>Total Costs \$38.50</b></p>	<p>✓ Done</p> <p>Completed by Paul Vang on 12/22/2024</p>

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9633	<b>Tree trimming dead limbs</b>	Maintenance Shop PJ Dump Trailer	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Preventive</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Safety</div>	<div style="background-color: #007bff; color: white; padding: 2px; border-radius: 4px; display: inline-block; margin-bottom: 2px;">T</div> Maintenance Team Jesus Aispuro Marco Aispuro Marek Nielsen		Total Time Costs      \$231.52 Total Time              12h 0m 0s <b>Total Costs              \$231.52</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Jesus Aispuro on 12/23/2024
#9636	<b>pressure wash gazebo Riverbend</b>	Riverbend Park	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Leaf Removal</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Clean up</div>	Paul Vang		Total Time Costs      \$13.75 Total Time              50m 0s <b>Total Costs              \$13.75</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Paul Vang on 12/25/2024
#9666	<b>Pick up branches</b>	Maintenance Shop PJ Dump Trailer	<div style="background-color: #dc3545; color: white; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Project</div>	Marco Aispuro		Total Time Costs      \$83.76 Total Time              4h 0m 0s <b>Total Costs              \$83.76</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 12/26/2024
#9667	<b>Repairing fence</b>	Maintenance Shop 2017 Ford F-250	<div style="background-color: #dc3545; color: white; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Project</div>	Marco Aispuro		Total Time Costs      \$31.41 Total Time              1h 30m 0s <b>Total Costs              \$31.41</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 12/26/2024
#9673	<b>Fix deadbolts on Palermo restrooms</b>	Palermo Park	<div style="background-color: #dc3545; color: white; padding: 2px; border-radius: 4px; display: inline-block;">High</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Repair</div>	Eric Danner		Total Time Costs      \$48.50 Total Time              2h 0m 0s <b>Total Costs              \$48.50</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Eric Danner on 12/27/2024
#9671	<b>Sheriff crew</b>	Maintenance Shop Bobcat T550	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Project</div> <div style="border: 1px solid #007bff; padding: 2px; border-radius: 4px; display: inline-block; margin-top: 2px;">Sheriff Work Crew</div>	Marco Aispuro		Total Time Costs      \$167.52 Total Time              8h 0m 0s <b>Total Costs              \$167.52</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 12/27/2024
#9623	<b>Fill ruts</b>	Nelson Sports Complex	<div style="background-color: #f4a460; padding: 2px; border-radius: 4px; display: inline-block;">Medium</div>	Randy Schmidt Adam Herrera		Total Time Costs      \$24.00 Total Time              1h 30m 0s	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Adam Herrera on 12/29/2024

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
			Vandalism Repair			<b>Total Costs</b> \$24.00	
#9688	Blowing and cleaning of walk ways in our parks	All Parks	Low Clean up Storm Damage	Randy Schmidt		Total Time Costs \$32.00 Total Time 2h 0m 0s <b>Total Costs \$32.00</b>	✓ Done Completed by Randy Schmidt on 12/29/2024
#9707	Fix toilet at Nolan women's restroom	Restrooms <small>Parent: Nolan Sports Complex</small>	High Vandalism Repair	Marco Aispuro Marek Nielsen		Total Time Costs \$36.94 Total Time 2h 0m 0s <b>Total Costs \$36.94</b>	✓ Done Completed by Marek Nielsen on 12/30/2024
#9741	Fix locks on Palermo restrooms	Palermo Park	High Repair	Eric Danner		Total Time Costs \$48.50 Total Time 2h 0m 0s <b>Total Costs \$48.50</b>	✓ Done Completed by Eric Danner on 01/02/2025
#9116	Gopher and ground squirrel nelson	Maintenance Shop 2019 Ford F-250	Medium Pest Control	joseph velasquez Hue Vang Randy Schmidt		Total Time Costs \$632.75 Total Time 26h 0m 0s <b>Total Costs \$632.75</b>	✓ Done Completed by joseph velasquez on 01/02/2025
#9739	Pick up branches	All Parks	Medium Clean up	T Maintenance Team Marco Aispuro Marek Nielsen		Total Time Costs \$138.23 Total Time 7h 15m 0s <b>Total Costs \$138.23</b>	✓ Done Completed by Marco Aispuro on 01/02/2025
#9751	Sheriff crew	Maintenance Shop Big Tex Utility Trailer	Sheriff Work Crew	Marco Aispuro	01/04/2025	Total Time Costs \$136.11 Total Time 6h 30m 0s <b>Total Costs \$136.11</b>	✓ Done Completed by Marco Aispuro on 01/03/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9740	received call - out at the dog park on the left side their are 2 barrels leaking water into an electrical shed or panel? Can someone go out and check it??	Dog Park Parent: Riverbend Park	High Safety	joseph velasquez Eric Danner			✓ Done Completed by joseph velasquez on 01/03/2025
#9764	cleanup OCC after YMCA	Oroville Convention Center	High Rental Clean up	Paul Vang		Total Time Costs \$38.50 Total Time 2h 20m 0s <b>Total Costs \$38.50</b>	✓ Done Completed by Paul Vang on 01/04/2025
#9765	pump down septic tank	South Restrooms Parent: Riverbend Park	Medium Standard Operating Procedure	Paul Vang		Total Time Costs \$16.50 Total Time 1h 0m 0s <b>Total Costs \$16.50</b>	✓ Done Completed by Paul Vang on 01/04/2025
#9768	unclogged drainage overflowed	North Restrooms Parent: Riverbend Park	Medium Preventive Clean up Janitorial	Paul Vang		Total Time Costs \$28.88 Total Time 1h 45m 0s <b>Total Costs \$28.88</b>	✓ Done Completed by Paul Vang on 01/04/2025
#9769	pressure wash mats from OCC	Oroville Convention Center	Medium Request Clean up	Paul Vang		Total Time Costs \$11.00 Total Time 40m 0s <b>Total Costs \$11.00</b>	✓ Done Completed by Paul Vang on 01/04/2025
#9763	Fix gate fence on brandt.field	Nolan Sports Complex	Low Damage	Paul Vang Randy Schmidt		Total Time Costs \$19.25 Total Time 1h 10m 0s	✓ Done Completed by Paul Vang on 01/05/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
			Vandalism Repair			<b>Total Costs</b> <b>\$19.25</b>	
#9778	help cleanup after party	Oroville Convention Center	High Rental Clean up	Paul Vang		Total Time Costs \$41.25 Total Time 2h 30m 0s <b>Total Costs</b> <b>\$41.25</b>	✓ Done Completed by Paul Vang on 01/05/2025
#9779	repair fence	Mitchell Field Parent: Nolan Sports Complex	Medium Repair	Paul Vang		Total Time Costs \$16.50 Total Time 1h 0m 0s <b>Total Costs</b> <b>\$16.50</b>	✓ Done Completed by Paul Vang on 01/05/2025
#9755	Clean kazebo for fresbe tournament	Riverbend Park	Medium Rental Clean up	Paul Vang Randy Schmidt		Total Time Costs \$24.00 Total Time 1h 30m 0s <b>Total Costs</b> <b>\$24.00</b>	✓ Done Completed by Paul Vang on 01/05/2025
#9551	Fix the fence and weld the top rail	Maintenance Shop 2012 Ram 1500 (assigned to Jesus)	Low Vandalism Repair	T Maintenance Team Eric Danner Jesus Aispuro		Total Time Costs \$117.94 Total Time 5h 0m 0s <b>Total Costs</b> <b>\$117.94</b>	✓ Done Completed by Jesus Aispuro on 01/06/2025
#9781	repair 3 locks Palermo bathroom	Restrooms Parent: Palermo Park	High Vandalism Repair	T Maintenance Team Marco Aispuro		Total Time Costs \$73.29 Total Time 3h 30m 0s <b>Total Costs</b> <b>\$73.29</b>	✓ Done Completed by Marco Aispuro on 01/06/2025
#9798	Replace lock and chain on garbage cans at dog park	Dog Park Parent: Riverbend Park	Vandalism Repair	Paul Vang Marek Nielsen			✓ Done Completed by Marek Nielsen on 01/06/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9333	<b>Dog park well testing.</b>	Dog Park Parent: Riverbend Park	High Safety	T Maintenance Team Paul Vang	01/01/2025	Total Time Costs Total Time <b>Total Costs</b>	\$12.56 45m 41s <b>\$12.56</b> ✓ Done Completed by Paul Vang on 01/06/2025
#9804	<b>Fix fence by Mitchell Field</b>	Mitchell Field Parent: Nolan Sports Complex	Vandalism Repair	Marco Aispuro Marek Nielsen		Total Time Costs Total Time <b>Total Costs</b>	\$21.45 1h 5m 0s <b>\$21.45</b> ✓ Done Completed by Marco Aispuro on 01/06/2025
#9809	<b>Change Flags (Riverbend)</b>	Riverbend Park	High Request	Eric Danner Jesus Aispuro		Total Time Costs Total Time <b>Total Costs</b>	\$22.60 1h 0m 0s <b>\$22.60</b> ✓ Done Completed by Jesus Aispuro on 01/06/2025
#9803	<b>Clean grime and grease off of chainsaws</b>	Maintenance Shop	Medium Standard Operating Procedure Clean up	Marco Aispuro Marek Nielsen		Total Time Costs Total Time <b>Total Costs</b>	\$70.82 3h 30m 0s <b>\$70.82</b> ✓ Done Completed by Marco Aispuro on 01/06/2025
#9805	<b>Graffiti removal</b>	Nolan Sports Complex	High Graffiti Removal	T Maintenance Team Paul Vang Marek Nielsen		Total Time Costs Total Time <b>Total Costs</b>	\$21.67 1h 20m 0s <b>\$21.67</b> ✓ Done Completed by Paul Vang on 01/07/2025
#9821	<b>pressure wash bathroom</b>	Restrooms Parent: Nolan Sports Complex	Medium Safety Clean up	Paul Vang Marek Nielsen		Total Time Costs Total Time <b>Total Costs</b>	\$21.67 1h 20m 0s <b>\$21.67</b> ✓ Done Completed by Marek Nielsen on 01/07/2025



ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9824	<b>Blowing parking lot</b>	Maintenance Shop 2012 Ram 1500 (assigned to Jesus)	<div style="border: 1px solid orange; border-radius: 5px; padding: 2px; display: inline-block;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Leaf Removal</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Request</div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block;">T Maintenance Team</div> Jesus Aispuro Marco Aispuro		Total Time Costs \$83.76 Total Time 4h 0m 0s <div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;"><b>Total Costs \$83.76</b></div>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 01/07/2025
#9826	<b>install lights MLK</b>	Restrooms <small>Parent: Martin Luther King Jr Park</small>	<div style="background-color: #ffcdd2; border-radius: 5px; padding: 2px; display: inline-block;">High</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Vandalism Repair</div>	Paul Vang Marek Nielsen		Total Time Costs \$18.96 Total Time 1h 10m 0s <div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;"><b>Total Costs \$18.96</b></div>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marek Nielsen on 01/07/2025
#9832	<b>Pressure wash basketball court</b>	Maintenance Shop 2012 Ram 1500 (assigned to Jesus)	<div style="border: 1px solid orange; border-radius: 5px; padding: 2px; display: inline-block;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Preventive</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Safety</div>	Jesus Aispuro		Total Time Costs \$125.64 Total Time 6h 0m 0s <div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;"><b>Total Costs \$125.64</b></div>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Jesus Aispuro on 01/08/2025
#9859	<b>Bobcat repair</b>	Maintenance Shop Bobcat T550	<div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block;">Mechanical</div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block;">T Maintenance Team</div> joseph velasquez			<div style="color: green; font-weight: bold;">✓ Done</div> Completed by joseph velasquez on 01/10/2025
#9861	<b>Sheriff crew</b>	Maintenance Shop Bobcat T550	<div style="border: 1px solid orange; border-radius: 5px; padding: 2px; display: inline-block;">Medium</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Project</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Sheriff Work Crew</div>	Marco Aispuro		Total Time Costs \$125.64 Total Time 6h 0m 0s <div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;"><b>Total Costs \$125.64</b></div>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marco Aispuro on 01/10/2025
#9563	<b>Spray infield at Palermo park</b>	Palermo Park	<div style="background-color: #ffcdd2; border-radius: 5px; padding: 2px; display: inline-block;">High</div> <div style="border: 1px solid blue; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;">Weed Control</div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block;">T Maintenance Team</div> Jesus Aispuro		Total Time Costs \$94.23 Total Time 4h 30m 0s <div style="background-color: #e0f2f1; border-radius: 5px; padding: 2px; display: inline-block; margin-top: 5px;"><b>Total Costs \$94.23</b></div>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Jesus Aispuro on 01/10/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9871	<b>pump down septic tank</b>	South Restrooms Parent: Riverbend Park	High Standard Operating Procedure	Paul Vang		Total Time Costs Total Time <b>Total Costs</b>	\$11.00 40m 0s <b>\$11.00</b> ✓ Done Completed by Paul Vang on 01/11/2025
#9872	<b>clean North Riverbend bathroom</b>	North Restrooms Parent: Riverbend Park	High Restroom Opening Check Clean up	Paul Vang		Total Time Costs Total Time <b>Total Costs</b>	\$16.50 1h 0m 0s <b>\$16.50</b> ✓ Done Completed by Paul Vang on 01/11/2025
#9874	<b>trim back branch from nelson.</b>	Vorhees field Parent: Nelson Sports Complex	Medium Safety Tree removal	Paul Vang		Total Time Costs Total Time <b>Total Costs</b>	\$23.38 1h 25m 0s <b>\$23.38</b> ✓ Done Completed by Paul Vang on 01/11/2025
#9882	<b>pressure wash skate park gazebo.</b>	Bedrock Skate Park	High Clean up Playground Safety Inspections Graffiti Removal	Paul Vang		Total Time Costs Total Time <b>Total Costs</b>	\$24.75 1h 30m 0s <b>\$24.75</b> ✓ Done Completed by Paul Vang on 01/12/2025
#9885	<b>cobweb and blow gazebo Riverbend.</b>	Riverbend Park	Medium Clean up	Paul Vang		Total Time Costs Total Time <b>Total Costs</b>	\$63.25 3h 50m 0s <b>\$63.25</b> ✓ Done Completed by Paul Vang on 01/12/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
#9825	<b>Install sprinklers on Fairbanks and Pomona infields</b>	Nolan Sports Complex	<div style="background-color: red; color: white; padding: 2px; border-radius: 3px;">High</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Project</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Request</div>	joseph velasquez Eric Danner Hue Vang Jesus Aispuro Marco Aispuro Paul Vang Dommie Randy Schmidt Marek Nielsen		Total Time Costs      \$2,911.41 Total Time              133h 30m 0s <b>Total Costs              \$2,911.41</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Dommie on 01/13/2025
#9897	<b>Screw boards back on at skatepark</b>	Bedrock Skate Park	<div style="background-color: red; color: white; padding: 2px; border-radius: 3px;">High</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Damage</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Repair</div>	<div style="background-color: #008000; color: white; padding: 2px; border-radius: 3px; display: inline-block;">T</div> Maintenance Team Paul Vang Marek Nielsen		Total Time Costs      \$8.00 Total Time              30m 0s <b>Total Costs              \$8.00</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Marek Nielsen on 01/13/2025
#9863	<b>Mowing request</b>	Maintenance Shop SMALL Tilt trailer	<div style="background-color: orange; padding: 2px; border-radius: 3px;">Medium</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Request</div>	joseph velasquez Jesus Aispuro		Total Time Costs      \$167.52 Total Time              8h 0m 0s <b>Total Costs              \$167.52</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by joseph velasquez on 01/14/2025
#9915	<b>Clean floor in snack bar</b>	Maintenance Shop 2012 Ram 1500 (assigned to Dom)	<div style="background-color: red; color: white; padding: 2px; border-radius: 3px;">High</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Request</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Clean up</div>	Dommie Marek Nielsen		Total Time Costs      \$52.11 Total Time              3h 0m 0s <b>Total Costs              \$52.11</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Dommie on 01/14/2025
#9900	<b>OCC key &amp; alarm code</b>	Oroville Convention Center	<div style="background-color: orange; padding: 2px; border-radius: 3px;">Medium</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Request</div>	joseph velasquez			<div style="color: green; font-weight: bold;">✓ Done</div> Completed by joseph velasquez on 01/15/2025
#9335	<b>Baldry field new irrigation and new grass</b>	Maintenance Shop Bobcat T550	<div style="background-color: orange; padding: 2px; border-radius: 3px;">Medium</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Project</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Maintenance</div> <div style="border: 1px solid blue; padding: 2px; border-radius: 3px; margin-top: 2px;">Irrigation</div>	joseph velasquez Eric Danner Hue Vang Jesus Aispuro Paul Vang Dommie		Total Time Costs      \$2,959.61 Total Time              125h 30m 0s <b>Total Costs              \$2,959.61</b>	<div style="color: green; font-weight: bold;">✓ Done</div> Completed by Hue Vang on 01/15/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
			Repair	Marek Nielsen			
#9926	Fix electrical short on Shawnee Field	Nelson Sports Complex	High Electrical	T Maintenance Team Eric Danner Jesus Aispuro Marco Aispuro Dommie		Total Time Costs \$727.66 Total Time 33h 0m 0s <b>Total Costs \$727.66</b>	Done Completed by Dommie on 01/16/2025
#9940	Install latch and lock on Vorhees Panel	Nelson Sports Complex	High Safety Request	Eric Danner Marek Nielsen		Total Time Costs \$73.45 Total Time 3h 30m 0s <b>Total Costs \$73.45</b>	Done Completed by Eric Danner on 01/16/2025
#9948	Sheriff crew	Maintenance Shop Bobcat T550	Medium Project Sheriff Work Crew	Marco Aispuro		Total Time Costs \$172.56 Total Time 8h 0m 0s <b>Total Costs \$172.56</b>	Done Completed by Marco Aispuro on 01/17/2025
#9952	pump down septic tank	South Restrooms Parent: Riverbend Park	High Standard Operating Procedure	Paul Vang		Total Time Costs \$18.74 Total Time 1h 0m 0s <b>Total Costs \$18.74</b>	Done Completed by Paul Vang on 01/18/2025
#9953	Sheriff crew	Maintenance Shop Bobcat T550	Medium Project Sheriff Work Crew	Marco Aispuro		Total Time Costs \$172.56 Total Time 8h 0m 0s <b>Total Costs \$172.56</b>	Done Completed by Marco Aispuro on 01/18/2025
#9806	Purchase and paint new boards for bleachers	Nolan Sports Complex	High Safety	T Maintenance Team Jesus Aispuro Marco Aispuro		Total Time Costs \$416.11 Total Time 21h 30m 0s	Done Completed by Paul Vang on 01/18/2025

ID	TITLE	LOCATION & ASSET	CATEGORIES	ASSIGNEES	DUE	TIME & COST	STATUS
				Paul Vang Randy Schmidt		<b>Total Costs</b> <b>\$416.11</b>	
#9963	<b>clean clog sink at breakroom</b>	Maintenance Shop	Medium Clean up	Paul Vang		Total Time Costs \$33.11 Total Time 1h 46m 0s <b>Total Costs</b> <b>\$33.11</b>	✓ Done Completed by Paul Vang on 01/19/2025
#9993	<b>Bobcat new battery</b>	Maintenance Shop Bobcat T550	Low Mechanical	joseph velasquez			✓ Done Completed by joseph velasquez on 01/21/2025
#9964	<b>spread gravel at nalon</b>	Pomona Field Parent: Nolan Sports Complex	Medium Project Request	Paul Vang Marek Nielsen		Total Time Costs \$153.56 Total Time 8h 20m 0s <b>Total Costs</b> <b>\$153.56</b>	✓ Done Completed by Marek Nielsen on 01/21/2025
#10003	<b>Sheriff crew</b>	Maintenance Shop Bobcat T550	Medium Project Sheriff Work Crew	Marco Aispuro		Total Time Costs \$86.28 Total Time 4h 0m 0s <b>Total Costs</b> <b>\$86.28</b>	✓ Done Completed by Marco Aispuro on 01/22/2025
#10017	<b>Paint over graffiti at Palermo</b>	Palermo Park	High Standard Operating Procedure	Marek Nielsen Adam Herrera		Total Time Costs \$22.67 Total Time 1h 20m 0s <b>Total Costs</b> <b>\$22.67</b>	✓ Done Completed by Adam Herrera on 01/23/2025