

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

DISTRICT BOARD MEETING

Regular Board Meeting

February 28, 2017

Location: FRRPD Conference Room

AGENDA

Closed Session 5:00PM/ Open Session 5:30PM

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

1. CALL MEETING TO ORDER

Time: _____

2. ROLL CALL

- Chairperson Victoria Smith _____
- Vice Chairman Gary Emberland _____
- Director Scott Kent Fowler _____
- Director Marcia Carter _____
- Director Don Noble _____

3. PLEDGE OF ALLEGIANCE

4. ADJOURNMENT TO CLOSED SESSION

A. Union Negotiations -Pursuant to Government Code Section 54957.6,

*Conference with Labor Negotiators. District representatives:
Apyrl Ramage, General Manager, and Jeff Carter, District Counsel;
and, employee organization: Feather River Recreation and Park District, Local 1*

B. Pursuant to Government Code Section 54956.8

*Conference with Real Property Negotiators/Property Mitchell Avenue Agency Negotiator:
Apyrl Ramage, General Manager Property Negotiator: Donald O. & Jean A. Noble Living Trust*

5. ANNOUNCEMENTS FROM CLOSED SESSION

6. PUBLIC COMMENT

At this time, the Board will extend the courtesy of the Hearing Session to interested parties who wish to speak on items not on the agenda. State law prohibits the Board from taking action on any item presented if it is not listed on the agenda, except under special circumstances as defined in the Government Code. You are limited to three (3) minutes. The Chairperson will invite anyone the audience wishing to address the Board on a matter not listed on the agenda to state your name for the record and make your presentation. The Board will not and cannot take

any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.

7. **ACKNOWLEDGEMENTS**

8. **CONSENT AGENDA**

A. Approve the January 24, Regular Board Meeting minutes (Appendix A)

B. Approve the February 1, 2017 Special Board Meeting minutes (Appendix B)

C. Approve the February 8, 2017 Special Board Meeting minutes (Appendix C)

D. Approve the February 15, 2017 Emergency Board Meeting minutes (Appendix D)

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

10. **REGULAR AGENDA**

A. **ACTION ITEMS** (Require vote)

1. RESOLUTION NO: 1343-17: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL ASSESSMENT FISCAL YEAR 2017-18 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT (APPENDIX E) *Staff report included*

Requested Action: Adopt Resolution

VOTE

Chairperson Victoria Smith	_____
Vice Chairman Gary Emberland	_____
Director Scott Kent Fowler	_____
Director Marcia Carter	_____
Director Don Noble	_____

2. Review and approve 2017 Annual Strategic Plan as determined by 2017 Park Tour & Annual Strategic Plan Workshops (Appendix F)

Requested Action: Approve plan as presented

VOTE

Chairperson Victoria Smith	_____
Vice Chairman Gary Emberland	_____
Director Scott Kent Fowler	_____
Director Marcia Carter	_____
Director Don Noble	_____

3. Review request for nomination of elected official for a Regular Non Enterprise Member of the Butte Local Agency Formation Commission. (Appendix G)

Requested Action: Nominate a District board member to serve on the Butte Local Agency Formation Commission or opt out. Formal ballot is not required. This is a four year term and will begin on June 1, 2017 and expire on May 31, 2021. Nomination requires recorded board minute action.

VOTE

Chairperson Victoria Smith	_____
Vice Chairman Gary Emberland	_____
Director Scott Kent Fowler	_____
Director Marcia Carter	_____
Director Don Noble	_____

4. Review request for nomination of elected official for an Independent Special District Board Member interested in leading the direction of the California Special District Association for the 2018-2020 term. (Appendix H)

Requested Action: Nominate a District board member to serve on the CSDA Board of Directors or opt out. 2018-2020. Nomination requires recorded board minute action.

VOTE

Chairperson Victoria Smith	_____
Vice Chairman Gary Emberland	_____
Director Scott Kent Fowler	_____
Director Marcia Carter	_____
Director Don Noble	_____

5. RESOLUTION NO. 1344-17: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS AUTHORIZING THE AGREEMENT FOR CASH MANAGEMENT SERVICES WITH BANK OF THE WEST (Appendix I)

Requested Action: Adopt Resolution

VOTE

Chairperson Victoria Smith	_____
Vice Chairman Gary Emberland	_____
Director Scott Kent Fowler	_____
Director Marcia Carter	_____
Director Don Noble	_____

6. RESOLUTION NO. 1345-17: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY (Appendix J) Staff report included

Requested Action: Adopt Resolution

VOTE

Chairperson Victoria Smith	_____
Vice Chairman Gary Emberland	_____
Director Scott Kent Fowler	_____

Director Marcia Carter
Director Don Noble

11. NON-ACTION ITEMS

A. Financials – January 2017 (Appendix K)

The Finance Committee did not meet in February.

B. Update: Forebay Aquatic Center Scholarships

C. Update: Wildflower & Nature Festival

12. DIRECTOR, & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix L)

13. CORRESPONDENCE

A. Harvest Accounting (Appendix M)

14. UNFINISHED BUSINESS

15. BOARD ITEMS FOR NEXT AGENDA

16. ADJOURNMENT

Time: _____

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

DISTRICT BOARD MEETING
Regular Board Meeting
January 24, 2017

Location: FRRPD Conference Room

DRAFT Minutes

Closed Session 5:00PM/Open Session 5:30PM

The public portion of the meeting was recorded by Executive Assistant Victoria Teague.

Chairperson Smith called the meeting to order at 5:03pm.

In attendance:

Chairperson Victoria Smith	<u>Present</u>
Vice-Chairman Gary Emberland	<u>Present</u>
Director Scott Kent Fowler	<u>Present</u>
Director Marcia Carter	<u>Present</u>
Director Don Noble	<u>Present</u>

The meeting was adjourned to closed session.

A. Union Negotiations -Pursuant to Government Code section 54957.6,
*Conference with Labor Negotiators. District representatives:
Apyrl Ramage, General Manager, and Jeff Carter, District Counsel;
and, employee organization: Feather River Recreation and Park District, Local 1*

The meeting reconvened to open session at 5:32pm. Chairperson Smith made the closed session announcement:

The Board has met with union negotiators and has provided direction.

The Pledge of Allegiance was performed.

PUBLIC COMMENT

A member of the public informed the Board that she offered the City of Oroville a copy of the Feather River Recreation and Park District's Financial Staff Report in hopes that they will utilize it to get their financials back on track. She also presented an invitation to a community barbeque at the Southside Community Center on February 24th.

No acknowledgements were made at this time.

CONSENT AGENDA**A. Committee members were appointed by Chairperson Smith****Finance**

Vice-Chairman Emberland

Director Carter

Personnel, Policies & Procedures

Chairperson Smith

Vice-Chairman Emberland

Parks & Rec

Director Fowler

Director Noble

SBF (Supplemental Benefits Fund)

Chairperson Smith

Director Noble

Director Fowler as alternate

RDA (Orville Redevelopment Agency)

Chairperson Smith

Director Carter as alternate

- B. Adopt Alcohol Permit for District Parks and Facilities as recommended by the Park & Rec Committee.**
- C. Adopt Park Watch Program volunteer guide book and logo as recommended by the Park & Rec Committee**
- D. Approve the December 13, 2016 Regular Board Meeting minutes**
- E. Approve the January 5, 2017 Special Board Meeting minutes**
- F. Approve the January 11, 2017 Special Board Meeting minutes**
- G. Approve the January 19, 2017 Special Board Meeting minutes (*Appendix F*)**

Director Noble pulled appendix B from the consent agenda. He was concerned about the age of the guest serving alcohol in the alcohol permit requirements. He recommended that the person serving alcohol be at least 25 years of age. Vice-Chairman Emberland questioned why the permit states only wine and beer as alcohol permitted. Executive Assistant Anton-Teague informed the Board of Directors that hard liquor would not be allowed in District Parks and the types of alcohol are clarified in the permit application. Director Fowler noted that the Security Officer requirement in the permit application should be defined further. General Manager Ramage recommended that the Security requirements could be changed to state "Site must be monitored and secured by renters to ensure alcohol stays within the restricted area."

Director Noble moved to approved the consent agenda with the recommended changes to the security requirements to state "Site must be monitored and secured by renters to ensure alcohol stays within the restricted area" in the Alcohol Permit for District Parks (A) Committee Member Appointments as recommended by Chairperson Smith, (B) Alcohol Permit for District Parks and Facilities as recommended by the Park & Rec Committee, (C) Park Watch Program volunteer guide book and logo as recommended by the Park & Rec Committee, (D) December 13, 2016 Regular Board Meeting minutes, (E) January 5, 2017 Special Board Meeting minutes, (F) January 11, 2017 Special Board Meeting minutes, (G) January 19, 2017 Special Board Meeting minutes.

Vice-Chairman Emberland seconded the motion.

***THE MOTION TO APPROVE THE CONSENT AGENDA WAS APPROVED BY A UNANIMOUS VOTE.**

REGULAR AGENDA

A. ACTION ITEMS

1. Review Berry Creek Community Association request for funds of up to \$3,500 to purchase and deliver a 40' storage container for Berry Creek Park.

A representative from the Berry Creek Community Association presented the request for funds to purchase and deliver a 40' storage container.

Discussions took place regarding what would be stored in the container, who would be responsible for its contents, and what funds will be used to make the purchase. General Manager Ramage informed the Board that this would be an unbudgeted 2016-17 item and that she would investigate if the item could be purchased with Public Use Impact Fees.

Director Fowler moved to approve up to \$3,500 of District funds for the purchase and delivery of a 40' storage container for Berry Creek Park and directed staff if applicable to utilize Public Use Impacts fees. If Public Use Impact Fees may not be used, the Board approves the purchase using District General Funds.

Director Carter seconded the motion.

***THE MOTION TO BERRY CREEK COMMUNITY ASSOCIATION'S REQUEST FOR FUNDS OF UP TO \$3,500 TO PURCHASE AND DELIVER A 40' STORAGE CONTAINER FOR BERRY CREEK PARK WAS APPROVED BY A UNANIMOUS VOTE.**

2. Adopt the 2017-18 fiscal year budget schedule as presented.

Director Noble moved to adopt the 2017-18 fiscal year budget schedule as presented.

Vice-Chairman Emberland seconded the motion.

***THE MOTION TO ADOPT THE 2017-18 FISCAL YEAR BUDGET SCHEDULE AS PRESENTED WAS APPROVED BY A UNANIMOUS VOTE.**

3. RESOLUTION NO 1340-16: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ADOPTING DISTRICT ONLINE PRIVACY POLICY IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS FOR COMPLIANCE.

Director Fowler moved to adopt RESOLUTION NO. 1340-16.

Director Noble seconded the motion.

***THE MOTION TO ADOPT RESOLUTION NO 1340-16: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ADOPTING DISTRICT ONLINE PRIVACY POLICY IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS FOR COMPLIANCE WAS APPROVED BY A UNANIMOUS VOTE.**

4. Review and approve five year agreement between Oroville Union High School District (OUHSD) and Feather River Recreation and Park District (FRRPD).

Vice-Chairman Emberland moved to approve five year agreement between Oroville Union High School District (OUHSD) and Feather River Recreation and Park District (FRRPD).

Director Fowler seconded the motion.

***THE MOTION TO APPROVE FIVE YEAR AGREEMENT BETWEEN OROVILLE UNION HIGH SCHOOL DISTRICT (OUHSD) AND FEATHER RIVER RECREATION AND PARK DISTRICT (FRRPD) WAS APPROVED BY A UNANIMOUS VOTE.**

5. RESOLUTION NO 1341-16: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS IN SUPPORT OF THE OROVILLE CITY COUNCIL REQUEST FOR COMPLETION OF A REGIONAL WATER SERVICE REVIEW OF THE GREATER OROVILLE AREA

A member of the public informed the Board that the purpose of the Regional Water Service review is to see if the central Oroville area can receive lower water rates. She expressed the importance of the study in determining what options are available for our area. Any support is appreciated.

Director Fowler moved to adopt RESOLUTION NO. 1341-16.

Director Noble seconded the motion.

***THE MOTION TO ADOPT RESOLUTION NO 1341-16: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS IN SUPPORT OF THE OROVILLE CITY COUNCIL REQUEST FOR COMPLETION OF A REGIONAL WATER SERVICE REVIEW OF THE GREATER OROVILLE AREA WAS APPROVED BY A UNANIMOUS VOTE.**

5. RESOLUTION NO. 1342-16 A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS APPROVING OF LINE ITEM TRANSFERS WITH IN THE 2016-17 FISCAL YEAR BUDGET AS RECOMMENDED BY THE FINANCE COMMITTEE.

Director Noble moved to adopt RESOLUTION NO. 1342-16.

Vice-Chairman Emberland seconded the motion.

***THE MOTION TO ADOPT RESOLUTION NO 1342-16 A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS APPROVING OF LINE ITEM TRANSFERS WITH IN THE 2016-17 FISCAL YEAR BUDGET AS RECOMMENDED BY THE FINANCE COMMITTEE WAS APPROVED BY A UNANIMOUS VOTE.**

NON-ACTION ITEMS

1. December 2016 finance items were reviewed.

DIRECTOR'S & COMMITTEE REPORTS

Committee reports: *The Finance and SBF Committees met.*

1. Director Noble attended an SBF Meeting and mentioned that relicensing will reoccur this year.
2. Chairperson Smith enjoyed the Park Tour Board Workshop.
3. Director Carter did not provide a report.
4. Vice-Chairman Emberland did not provide a report.
5. Director Fowler did not provide a report.

STAFF REPORTS WERE REVIEWED**CORRESPONDENCE**

The District was presented an award from the 2016 Parade of Lights committee for “best walkers”.

UNFINISHED BUSINESS**BOARD ITEMS FOR NEXT AGENDA**

- A. Upcoming Special Board Meetings
 - February 1, 2017 Annual Strategic Plan/Board Goals Workshop
 - February 8, 2017 Master Plan Revision Workshop

Chairperson Smith adjourned the meeting at 6:45pm.

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

DISTRICT BOARD MEETING
Special Board Meeting
February 1, 2017

Location: FRRPD Conference Room

DRAFT Minutes

Open session 1:00pm

The public portion of the meeting was recorded by Executive Assistant Victoria Anton-Teague.

Chairperson Smith called the meeting to order at 1:04pm.

In attendance:

Chairperson Victoria Smith	<u>Present</u>
Vice-Chairman Gary Emberland	<u>Absent</u>
Director Scott Kent Fowler	<u>Present</u>
Director Don Noble	<u>Present</u>
Director Marcia Carter	<u>Present</u>

The pledge of allegiance was performed.

A member of the public requested that Regular Agenda Item B be moved to the beginning of the Agenda.

REGULAR AGENDA

Chairperson Smith moved item B to the beginning of the Regular agenda.

B. 2017 Annual Strategic Plan Workshop

Board Goals setting 2017

During the Workshop, 2017 Board goals were discussed and the Park Tour List was reviewed and prioritized by the Board of Directors to reflect each site’s current needs. A prioritized list will be presented at the next Regular Board Meeting on February 28, 2017 for final approval.

Chairperson Smith deferred to Regular Agenda Item A:

A. Review Trampoline Insurance renewal as presented.

Director Fowler move to approve the Trampoline Insurance Renewal in the amount of \$6,583.58 annually.

Director Noble seconded the motion.

THE MOTION TO APPROVE THE TRAMPOLINE INSURANCE RENEWAL IN THE AMOUNT OF \$6,583.58 ANNUALLY WAS APPROVED BY A 4-0-1 (DIRECTOR EMBERLAND ABSENT).

Director Carter excused herself from the Workshop at 3:10pm.

Chairperson Smith adjourned the meeting at 3:20pm.

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

DISTRICT BOARD MEETING
Special Board Meeting
February 8, 2017

Location: FRRPD Conference Room

DRAFT Minutes

Open session 1:00pm

The public portion of the meeting was recorded by Executive Assistant Victoria Anton-Teague.

Chairperson Smith called the meeting to order at 1:07pm.

In attendance:

Chairperson Victoria Smith	<u>Present</u>
Vice-Chairman Gary Emberland	<u>Present</u>
Director Scott Kent Fowler	<u>Present</u>
Director Don Noble	<u>Present</u>
Director Marcia Carter	<u>Absent</u>

The pledge of allegiance was performed.

REGULAR AGENDA

A. Presentation on potential aquatic center by community member Don Noble

The presentation was postponed to a later date. Chairperson Smith read a written statement provided by the member of the community who was to give a presentation:

"I have concluded the presentation I have prepared would be attempting to cover too large a topic, and take more time, than is practical to be a part of today's meeting. At some point, when the time is right, I will request of the Board another opportunity to give my presentation in an open, special meeting."

Director Carter entered the meeting at 1:14pm.

B. 2017 Master Plan Workshop

Presented by Melton Design Group

During the Workshop, short term, mid-term and long term District goals were discussed.

Director Carter excused herself from the meeting at 3:00pm.

Director Noble recused himself from the meeting at 3:40pm due to a potential conflict of interest.

Chairperson Smith adjourned the meeting at 4:15pm.

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

DISTRICT BOARD MEETING
Emergency Board Meeting
February 15, 2017

Location: FRRPD Conference Room

DRAFT Minutes

Open session 1:00pm

The public portion of the meeting was recorded by Executive Assistant Victoria Anton-Teague.

Chairperson Smith called the meeting to order at 1:03pm.

In attendance:

Chairperson Victoria Smith	<u>Present</u>
Vice-Chairman Gary Emberland	<u>Present</u>
Director Scott Kent Fowler	<u>Absent</u>
Director Don Noble	<u>Present</u>
Director Marcia Carter	<u>Present</u>

The pledge of allegiance was not performed.

REGULAR AGENDA

A. ACTION ITEMS

- 1. Discuss and make decision regarding District staff wages during mandatory and voluntary evacuation phases of Oroville residents and businesses.**

General Manager Ramage provided information to the Board on reporting time for employees impacted by the Lake Oroville Dam Spillway Erosion and recommended that the District pay all staff normal wages.

As of February 12, 2017, when Governor Brown issued a state of emergency for Butte, Sutter, and Yuba Counties due to the effect of the erosion of the Lake Oroville Dam Spillway. The erosion and possible failing of the emergency spillway could potentially cause widespread and severe flooding, destroying home, damaging critical infrastructure, and has caused the evacuation of residents.

California Code of Regulations 599.785.5 delegates authority to departments to Authorize Time Off (ATO). This authorization is for employees who work or reside in a county where a state of emergency has been proclaimed by the governor and the appointing power determines that at least one of the following conditions exist:

- 1. The employee's normal place of business is temporarily closed during his/her normal work shift due to the effects of the emergency.*
- 2. The emergency precludes the employee's ability to find reasonable routes of transportation for his/her normal residence to the work place.*

3. *The emergency presents an immediate and grave peril to the employee's own safety, his/her immediate family member, or principle residence.*
4. *The employee is actively involved in a formal, organized effort to protect the health and safety of the general public.*
5. *The employee needs to take time to apply for disaster assistance from the Federal Emergency Management Agency (FEMA because he/she is unable to apply for assistance before or after his/her normal work shift."*

Director Carter moved to support General Manager Ramage's recommendation of paying all District Staff normal wages during the mandatory and voluntary evacuation phases of Oroville residents and businesses.

Director Noble seconded the motion.

THE MOTION TO SUPPORT GENERAL MANAGER RAMAGE'S RECOMMENDATION OF PAYING ALL DISTRICT STAFF NORMAL WAGES DURING MANDATORY AND VOLUNTARY EVACUATION PHASES OF OROVILLE RESIDENTS AND BUSINESSES WAS APPROVED BY A 4/1 VOTE (DIRECTOR FOWLER ABSENT).

B. NON-ACTION ITEMS

1. **Review and discuss current state of the District due to emergency evacuation, current evacuation warning and flooding of District sites.**

Discussion took place regarding the current state of the District due to the emergency and voluntary evacuation phases as well as the flooding of District sites.

Chairperson Smith adjourned the meeting at 1:25pm.



STAFF REPORT

DATE: FEBRUARY 28, 2017

TO: THE BOARD OF DIRECTORS

FROM: APRYL RAMAGE, GENERAL MANAGER

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

RECOMMENDATION

The Landscaping and Lighting Act of 1972 requires that an annual Engineer's Report is prepared by a licensed professional engineer and establishes other requirements for the continuation of the assessments. This Resolution directs SCI Consulting Group to prepare the Engineer's Report for the Park Maintenance and Recreation Improvement District for fiscal year 2017-18 as the first step in a three step process in continuing the annual assessments for fiscal year 2017-18.

RESULT OF RECOMMENDED ACTION

Each year, an updated Engineer's Report, including update budgets, scope of services, current legal justifications, and rate adjustments should be prepared by a California registered civil engineer. SCI Consulting Group will provide professional assessment engineering and assessment administration services to justify the continued collection of the Park Maintenance and Recreation Improvement District for fiscal year 2017-18. The services provided by SCI will include the preparation of the Engineer's Report and preliminary assessment roll with the specific assessment amount for each parcel. The Engineer's Report will be presented to the Board for preliminary approval in May of this year.

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



BACKGROUND

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

- Balloting Conducted: May-July 2002
- Ballot Results: 50.4 % of the weighted returned ballots were in support of the proposed assessment
- Board Approval of 1st Year Assessment Levies: July 17, 2002
- Fiscal Year 2002-03 Approved Rate: \$10.00 per single family equivalent benefit unit (SFE) for Zone of Benefit A, and \$5.00 per single family equivalent benefit unit (SFE) for Zone of Benefit B
- Annual CPI: In each subsequent year, the maximum assessment rate increases by the annual change in the Consumer Price Index, not to exceed 3% per year.
- Fiscal Year 2016-17 Approved Rate: \$13.60 per single family equivalent benefit unit (SFE) for Zone of Benefit A, and \$6.80 per single family equivalent benefit unit (SFE) for Zone of Benefit B

ANALYSIS

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

In order to continue to levy the assessments, the Board will need to adopt the resolution to direct SCI Consulting Group, the assessment engineer, to prepare an Engineer's Report for fiscal year 2017-18. This Engineer's Report will include the proposed budget for the assessments for fiscal year 2017-18, the special and general benefit findings to support the assessments, the updated proposed assessments for each parcel in the District, and the proposed assessments per single family equivalent benefit unit for fiscal year 2017-18. After the Engineer's Report and assessment roll is completed, they will be brought back to the Board for review and consideration. If the Board preliminarily approves the Reports, a noticed public hearing will be subsequently held to allow the public to provide input on the proposed budgets, services and continued assessments, and to allow the Board to make a final decision on the continuation of these important assessments. The preliminary Engineer's Report is scheduled to be presented to the Board on May 23, 2017.

CONCLUSION

It is recommended that the Board approve the Resolution that would direct SCI Consulting Group to prepare the Engineer's Report for the Park Maintenance and Recreation Improvement District for fiscal year 2017-18.



RESOLUTION NO. 1343-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2017-18 FOR THE CONTINUATION OF THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT.

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

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

2. The purpose of the District is for the installation, maintenance and servicing of the improvements described in Section 4 below.

3. The District has been given the distinctive designation of the "Park Maintenance and Recreation Improvement District", and is primarily described as all of the lands within the current boundaries of the Feather River Recreation and Park District.

4. It is proposed that the Park Maintenance and Recreation Improvement District undertake the following improvements: installation, maintenance and servicing of public facilities, including but not limited to, playing fields, playground equipment, hard court surfaces, ground cover, shrubs and trees, street frontages, drainage systems, lighting, fencing, entry monuments, other recreational facilities, graffiti removal and repainting, and labor, materials, supplies, utilities, detention basins and equipment, irrigation and sprinkler systems, landscaping, turf and track facilities, gymnasiums, swimming pools, landscaping, park grounds, park facilities, landscape corridors, open space and trails, as applicable, for property owned, maintained or acquired by the Feather River Recreation and Park District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.



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

5. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Board for submission to the Board.

PASSED AND ADOPTED, RESOLUTION NO. 1343-17 at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 28th day of February 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____
Victoria Smith, Chairperson

Apyrl Ramage, General Manager

**FEATHER RIVER RECREATION & PARK DISTRICT BOARD OF DIRECTORS
2017 ANNUAL STRATEGIC PLAN (prioritized)**

PALERMO PARK

1. Update pool restrooms ADA with new fixtures, roof and improved drainage
2. Pool shade area
3. Park irrigation repairs, drainage repairs
4. Gravel to parking areas
5. Septic repairs, leach line repairs
6. ADA upgrades to park restrooms
7. Barbecues at pool area
8. Sycamore tree planting

BEDROCK SKATE & BIKE PARK/TENNIS COURTS

1. Steam clean rails & concrete at Skate Park
2. Complete fencing around Skate Park
3. Trim trees along levy behind tennis courts
4. Updated drinking fountains both sites
5. Replace fallen light pole at tennis courts
6. ADA upgrades to tennis court restrooms
7. Resurface skate bowl

PLAYTOWN USA

1. Remove sand box
2. Signage re-painted
3. Birthday rings (4)
4. Plants/irrigation in planter box
5. Drinking fountain upgrades
6. Parking lot repairs and resurfacing

RIVERBEND PARK

1. Extend beach area towards dock
2. Additional pavilions
3. Update drainage in pavilions
4. Install gate along levy road to block public access
5. Remove invasive plant life in pond
6. Splash pad repairs or relocate
7. Water sport rentals-vendor
8. South Riverbend access
9. Invasive plant removal
10. Additional paved parking
11. Play structure fencing and phase 2 of play structure
12. Additional play structure on South side

**Current emergency declaration overrides Riverbend Park list*

NELSON COMPLEX & POOL

1. Pool repairs (resurface, chemical feeds, sand filters)
2. Electrical panel upgrade
3. Fence upgrades and repairs (ball fields)
4. Backstop replacement
5. Lock up dugouts
6. Updated signage
7. Mounted bases

ACTIVITY CENTER

1. Storage for departments (storage units on site)
2. Parking reconfiguration
3. LED lighting interior
4. Roof repairs (leaks)
5. Karate room flooring replaced
6. Foam pit
7. Landscape fence border and add irrigation
8. Street signage
9. Painting interior/exterior
10. Parking lot lighting (additional)
11. New carpet throughout
12. ADA upgrades

NOLAN COMPLEX

1. Electrical panel upgrades (repairs)
2. Lock up dugouts/ backstop replacements (throughout)
3. Irrigation upgrades/controllers
4. Restroom wall partition
5. Drinking fountain upgrades

MLK PARK

1. ADA upgrades to restrooms, new fixtures
2. Electrical panel replacement
3. Checkerboards painted on tables
4. Mile markers on walking path
5. Fencing B street side (deter driving on fields)
6. Irrigation upgrades and drainage issues
7. Replace some olive trees with sycamore trees
8. Spray olive trees to deter growth
9. Amphitheater repairs to doors
10. Security lighting & soccer field lighting
11. Moving signage arch into parking lot



BUTTE LOCAL AGENCY FORMATION COMMISSION

1453 Downer Street, Suite C ● Oroville, California 95965-4950
 (530)538-7784 ● Fax (530)538-2847 ● www.buttelafco.org

TO: Butte County Special Districts
 Butte County Special District Association

FROM: Stephen Lucas, Executive Officer
 Jill Broderson, Management Analyst

SUBJECT: **Election of a Special District *Regular* "Enterprise" Member, a *Regular* "Non-Enterprise" Member and a Special District Alternate Member**

DATE: February 1, 2017

The Butte Local Agency Formation Commission is calling for nominations to serve on the Commission for:

- One (1) Special District ***Regular* "Enterprise"** Member. This seat has been vacated mid-term with the remaining term to expire May 31, 2019.
- One (1) Special District ***Regular* "Non-Enterprise"** Member. The term for this seat is four years and will begin June 1, 2017 and expire in May 31, 2021.
- One (1) Special District ***Alternate*** Member, either "**Enterprise**" or "**Non-Enterprise**". The term for this seat is four years and will begin June 1, 2017 and expire in May of 2021.

At this time, a formal ballot is not required. A written nomination letter will be sufficient if it provides the name of your nominee and the District Board on which he or she serves. The nomination must be made by an **official action of your Board of Directors and signed by the appropriate Officer of the Board.**

Nomination letters must be returned to Stephen Lucas, Executive Officer, Butte Local Agency Formation Commission, 1453 Downer Street, Suite C, Oroville, California 95965 by Friday, March 10, 2017, either by U.S. Mail, e-mail or hand delivered. Postmarks of March 10, 2017 will be accepted. Nomination letters received by LAFCO, or postmarked after the closing date, will not be accepted.

If you do not have a District Board meeting scheduled within this time frame and would like to make a nomination, you will have to schedule a special Board meeting.

Should you have any questions or if I can be of any assistance, please feel free to contact myself or Jill Broderson, Management Analyst at your convenience.

Attachment



**California Special
Districts Association**

Districts Stronger Together

DATE: February 17, 2017

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2018 - 2020 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member located within the geographic network that they seek to represent. (See attached Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend CSDA's two annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years.
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 19, 2017.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 2nd. The ballots must be received by CSDA no later than 5:00 p.m. August 4, 2017. The successful candidates will be notified no later than August 8, 2017. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in September 2017.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network	Seat C Fred Ryness, Burney Water District*
Sierra Network	Seat C Peter Kampa, Saddle Creek Community Services District*
Bay Area Network	Seat C Stanley Caldwell, Mt. View Sanitary District*
Central Network	Seat C Sandi Miller, Selma Cemetery District*
Coastal Network	Seat C Vincent Ferrante, Moss Landing Harbor District*
Southern Network	Seat C Arlene Schafer, Costa Mesa Sanitary District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Beth Hummel at 877-924-CSDA or bethh@csda.net.



**California Special
Districts Association**
Districts Stronger Together

2017 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map on back)

Telephone: _____
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

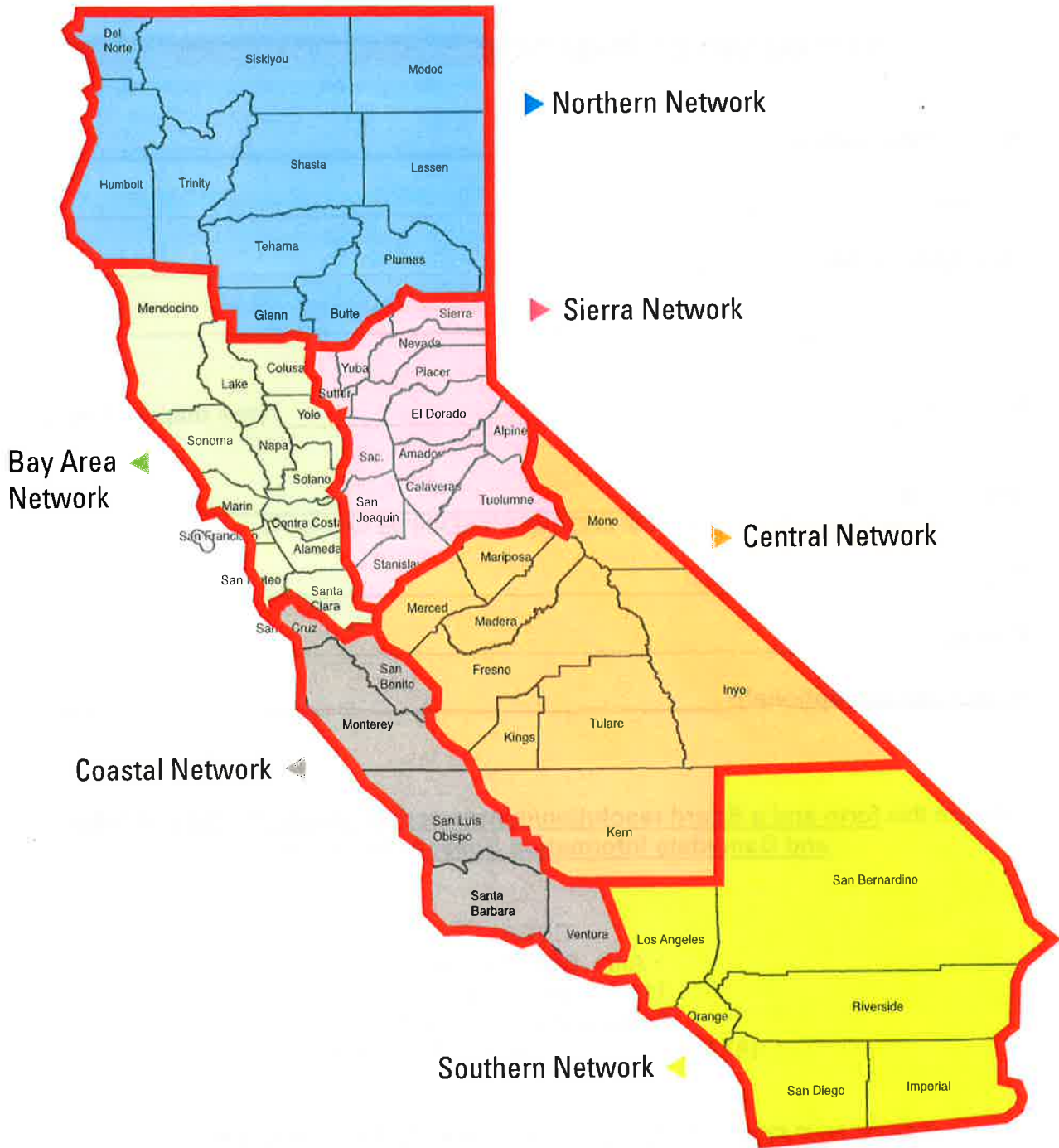
Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by fax or mail to:

CSDA
Attn: Beth Hummel
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 19, 2017



California Special Districts Association
DISTRICT NETWORKS





**California Special
Districts Association**
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**



AUTHORIZATION AND AGREEMENT FOR CASH MANAGEMENT SERVICES

This Authorization and Agreement for Cash Management Services (this "Agreement") is executed by each of the business organizations named below (collectively, the "Business Entities"). Each Business Entity acknowledges that it has received from Bank of the West ("Bank") the *Cash Management Terms and Conditions* ("Terms and Conditions"), *Deposit Account Disclosure for Business Accounts* ("Disclosure Booklet"), applicable Schedules of Fees and Charges, applicable User Materials, related documents and disclosures (collectively, the "Disclosure Agreement") pertaining to the provision of one or more Cash Management Services (collectively "Services") by Bank to the Business Entities. Each Business Entity agrees that the Services obtained from Bank are subject to this Agreement, the Terms and Conditions, and the Disclosure Agreement, as those documents currently exist and may be added to, deleted from or otherwise changed from time to time in the future. Each Business Entity expressly acknowledges and agrees that if it has any electronic services, amendments to the Terms and Conditions and the Disclosure Agreement may be delivered or posted electronically, as is further disclosed in the Terms and Conditions. Capitalized terms used in this Agreement, not otherwise defined, have the meanings given to them in the Terms and Conditions.

Multiple Entity Cash Management Services Linking - Check if applicable

Each of the undersigned Business Entities hereby authorizes the linking of its accounts with all of the below-named Business Entities for the selected Services. Each of the undersigned Business Entities hereby appoints the Business Entity first listed below ("Principal Business Entity") to act as the attorney in fact for such Business Entity with respect to all matters concerning Services with Bank, such authority specifically, but without limitation, including the right to: (1) establish, continue, modify, and terminate an account, Service or other banking arrangement made by or on behalf of Business Entity; (2) contract to procure other such Services available from Bank as Principal Business Entity considers desirable; (3) receive bank statements, vouchers, notices, and similar documents from a financial institution and act with respect to them; and (4) designate a person(s) ("Designee(s)") to act with respect to the Services. This power of attorney is coupled with an interest.

The undersigned intend that Bank treat all Business Entities as one entity for purposes of the Services provided pursuant to this Agreement. Specifically and without any limitation intended, each Business Entity specifically authorizes all deposit [and other] accounts of each Business Entity to be linked together for Account Analysis purposes, linked in the Deposit Concentration Service, linked in the Zero Balance Accounting Service, linked in access via our Online Banking Service through any website owned, operated, controlled, or maintained by Bank or any of its affiliates, without restriction. The accounts so linked may include, without limitation, deposit accounts (for example and without limitation, savings, checking, money market, certificates of deposit), credit accounts (for example and without limitation, lines of credit, credit cards, loans, leases), investment and brokerage accounts (for example and without limitation, mutual funds, stocks, securities, annuities) and any and all other accounts that we may now or in the future hold for or on behalf of any named Business Entity.

Each Business Entity represents with respect to the individual who executes this Agreement on its behalf ("Designee") that the Designee is an authorized signer for the Business Entity. Each Business Entity agrees that:

- Any Designee is authorized to access any account of any Business Entity named in this Agreement when such access is accomplished electronically via any Service provided in accordance with this Agreement.
- Each Designee shall further be entitled to access and control all such accounts singly via the Service without regard to any multiple signer designations, requirements, or restrictions that might otherwise be applicable to a specific account but for this Agreement. Such access includes, without limitation, the ability to: (1) control such accounts electronically; (2) view or initiate transactions including, without limitation, withdrawals; (3) deposit and transfer money; (4) generally perform all types of electronic transactions to and from each account of each Business Entity; and (5) further authorize other users to access the accounts to perform similar functions (under the control of such persons authorized hereunder).

Each Business Entity acknowledges and agrees that the linking of its business account(s) through the designated Services as contemplated in this Agreement could subject each of the Business Entities



(individually or collectively) to claims involving or arising out of the commingling of funds, and each Business Entity hereby assumes all of the risks involved. Each Business Entity further acknowledges and agrees that, for purposes of Online Banking, the granting of access to the deposit accounts of each Business Entity by way of a single identification number and password is provided by Bank only at the request and for the convenience of each Business Entity. Each Business Entity, individually and collectively, agrees to indemnify, protect, hold harmless and defend Bank from and against any and all claims, demands, damages, expenses, liabilities or costs (including attorneys' fees, professional fees and court costs), of whatever kind or nature whatsoever, in connection with or arising from allowing any of the accounts belonging to each Business Entity to be linked to one another for access via the Services or from the provision of the Services.

There are 0 additional pages attached to this Agreement, which contain additional Business Entities whose accounts and services may also be linked to the accounts of the Business Entities reflected on this page.

Cash Management Service(s) Requested

- | | |
|--|---|
| <input type="checkbox"/> Account Analysis Service | <input type="checkbox"/> ImageExpress Services |
| <input type="checkbox"/> Account Reconciliation Services | <input checked="" type="checkbox"/> Online Banking Services |
| <input type="checkbox"/> ACH Blocked Service | <input type="checkbox"/> Payment Orders ACH |
| <input type="checkbox"/> Assured Access Card TM Services | <input checked="" type="checkbox"/> Payment Orders Wires |
| <input type="checkbox"/> Cash Vault Services | <input type="checkbox"/> Positive Pay Services |
| <input type="checkbox"/> Controlled Disbursement | <input type="checkbox"/> RemittanceBanking Services (LockBox) |
| <input type="checkbox"/> Deposit Concentration Service | <input type="checkbox"/> Remote Cashier's Check Service |
| <input type="checkbox"/> Direct Delivery of Checks Service | <input type="checkbox"/> SecureDirect Banking Integration |
| <input type="checkbox"/> DirectPay Manager | <input type="checkbox"/> Sweep Services |
| <input type="checkbox"/> Electronic Commerce Service | <input type="checkbox"/> Tax Direct Services |
| <input type="checkbox"/> Electronic Deposit Service | <input type="checkbox"/> Third Party Depository Services |
| <input type="checkbox"/> Image Clearing Service | <input type="checkbox"/> Zero Balance Accounting Services |

Each Business Entity understands that use of any Service is subject to: (1) Bank's receipt of any required information and documentation; (2) Bank's approval; and (3) each Business Entity's completion of any testing or training requirements.

The undersigned Designee, and each of them, is an officer, owner, principal or other authorized individual of the Business Entity on whose behalf the Designee is acting. The undersigned Business Entity and Designee represent and warrant that the Business Entity on whose behalf the Designee is acting has taken all action required by its organizational or constituent documents to authorize the undersigned Designee to execute and deliver this Agreement and any other documents Bank may require with respect to a Service, and to provide to Bank instructions, and to designate employees and agents to act in the name of and on behalf of the Business Entity regarding the Services and any and all accounts affected by any Service obtained on behalf of the Business Entity.

BUSINESS ENTITIES JOINING IN CASH MANAGEMENT SERVICES

PRINCIPAL BUSINESS ENTITY

Tax Identification Number 94-6016050	
Business Entity Name FEATHER RIVER RECREATION & PARK DIST	Printed Signer's Name
Authorized Signature	Title

Tax Identification Number:	
Business Entity Name	Printed Signer's Name
Authorized Signature	Title



CORPORATE/ASSOCIATION RESOLUTION

RESOLVED: The _____, _____, or _____, _____
 (Title) (Name) (Title) (Name) (Title) (Name)
 of this Corporation is authorized to enter into any cash management services agreements with Bank of the West, to designate from time to time persons, in such number as may be directed, to manage any cash management service and otherwise give instructions regarding this organization's cash management service(s).

RESOLVED further that the authority conferred is in addition to any other authorizations in effect and shall remain in force until Bank receives written notice of its revocation at the office where the account is maintained or at such other location as Bank may direct.

CERTIFICATION

I certify that this resolution was adopted by this organization in accordance with law and its charter documents at a meeting duly held by this organization's governing body, and is now in effect. I certify that all of the signatures on the reverse are genuine and are those of person(s) who are authorized to execute the form who has such title as is listed above. I further certify that I have full authority to execute this certification. Bank of the West is entitled to rely upon this certification until written notice of its revocation is delivered to Bank of the West.

 DATED SIGNATURE

 PRINT NAME/TITLE (Must be Secretary or Assistant Secretary)

For Bank Use Only

Bank of the West (Office/Unit)	Bank of the West (Cash Management Sales)
Name: Melinda Potts	Name:
Title: Relationship Banker II	Title:
Office/Unit: Oroville / cc 128	
Date:	Date:
Signature	Signature





RESOLUTION 1344-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ADOPTING THE BANK OF THE WEST AUTHORIZATION AND AGREEMENT FOR CASH MANAGEMENT SERVICES.

NOW THEREFORE BE IT RESOLVED, The General Manager of this Corporation is authorized to enter into any cash management services agreements with Bank of the West, to designate from time to time persons, in such number as may be directed, to manage any cash management service and otherwise give instructions regarding this organization’s cash management service(s).

LET IT BE FURTHER RESOLVED, that further that the authority conferred is in addition to any other authorizations in effect and shall remain in force until Bank receives written notice of its revocation at the office where the account is maintained or at such other location as Bank may direct.

PASSED AND ADOPTED, RESOLUTION NO. 1344-17 at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 28th day of February 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____

Victoria Smith, Chairperson

Apryl Ramage, General Manager

**STAFF REPORT****DATE: FEBRUARY 28, 2017****TO: FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS****FROM: GENERAL MANAGER APRYL RAMAGE****RE: DISASTER DECLARATION-RESOLUTION NO. 1345-17****SUMMARY**

The Butte County Office of Emergency Management declared a local emergency for two recent events in Butte County. One due to severe storms beginning on January 3rd, 2017 and commencing on January 12, 2017. The second is the recent malfunction of the Department of Water Resources Lake Oroville Spillway incident that began on February 7th, 2017 and is currently ongoing while the county remains under evacuation warning.

Both of these emergencies have warranted state and federal grant assistance to special districts in Butte County. The categories for damage claims are as follows:

- A) Debris clearance
- B) Protective measures
- C) Road systems
- D) Water control facility
- E) Buildings and equipment
- F) Public utility system
- G) Other –non specified

Staff has confirmed eligibility to apply for emergency funding assistance requires the District to file a claim with the District's Property Insurance Company, Special District Risk Management Authority (SDRMA). The District's flood insurance per occurrence is a \$250K deductible with a 10 million dollar cap.

Any repairs/replacements not covered by the District's insurance may be submitted to the Federal Emergency Management Agency (FEMA) for reimbursement. The District's \$250K deductible is considered a reimbursable item through FEMA. Management will attend a FEMA applicant's briefing (TBA). Each agency will then have an opportunity to begin submitting project worksheets detailing types of projects, location, estimate of cost to repair/replace not covered by insurance. Volunteer work is not covered by insurance however may be reimbursable as matching funds through FEMA.

REQUEST

Staff is requesting ample time to address current District priorities which may postpone new projects.

RECOMMENDATION

Adopt Resolution No. 1345-17



RESOLUTION NO. 1345-17

**A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS
PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, section 33211.5 of the California Public Resource Code authorizes Special Districts to proclaim the existence of a local emergency when the District is affected by a public calamity; and

WHEREAS, property may be closed to public use only when fire, mudslide, landslide, or flood dangers pose a substantial risk of injury or loss of life, or when a federal, state, or local disaster or emergency declaration has been made by an authorized person or public agency, or where there is an emergency or potential emergency situation of a temporary nature that involves substantial risk or potential risk to life or property, and the temporary closure or restriction of access is necessary to protect the public health and safety, and

WHEREAS, City of Oroville and County of Butte have adopted resolutions proclaiming the ratification of the Acting Director of Emergency Services' of existence of a local emergency of two incidents, one beginning on January 3, 2017 and commencing on January 12, 2017 and the other beginning on February 12, 2017 to current; and

WHEREAS, the conditions of disaster present extreme peril to the safety of persons and property have arisen within said District, caused by the mandatory evacuations related to the severe erosion and potential failure of the emergency/auxiliary spillway at the Oroville Dam commencing on or about 4:15 p.m. on February 12, 2017; and that the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency; and

WHEREAS, the Feather River Recreation and Park District park sites which lie in the low lying areas of Butte County were affected by the January 3rd-12th and February 12th – current incidents, and that the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency and closing of flooded areas; and

WHEREAS, emergency funding will become available through the State of California and Federal Government regarding said disaster; and

NOW, THEREFORE IT BE RESOLVED, that a local emergency now exists in District park sites located in the low lying areas of Butte County and that the District General Manager is authorized to submit an insurance claim with the District's property insurance carrier Special District Risk Management and furthermore request financial assistance from the State of California and Federal Government on behalf



of the Feather River Recreation and Park District. The local emergency shall be deemed to continue to exist until its termination is proclaimed by the Feather River Recreation and Park District.

PASSED AND ADOPTED by the Feather River Recreation and Park District Board of Directors at a regular meeting on February 28, 2017.

Aye _____
 NO _____
 Abstain _____
 Absent _____

Attest:

 Victoria Smith, Chairperson

 Apryl Ramage, General Manager

Feather River Recreation & Park District Business Manager Staff Report								MONTHLY ACTUAL VS. MONTHLY BUDGET Annual Budget divided by "X" amount of months				
Compare December to January Expenses		YTD	YTD	YTD	YTD	annual budget		YTD Jul-Jan17	BUDGET	MONTHLY	YTD	
Review Budget Over/Under		Dec-16	Jan-17	TOTAL	Annual Budget	Over	58%	ACTUAL	BUDGET	Over	100%	
Staff comments: Expenses								TOTAL	7	(Under)	% used	Staff comments: Under/Over Budget
Ordinary Income/Expense								MONTHS				
Income												
4100 - Tax Revenue	763,474	6,965	851,157	1,504,500	(653,343)	57%		851,157	877,625	(26,468)	97%	
4150 - Tax Revenue (BAD)	136,582		136,582	261,517	(124,935)	52%		136,582	152,552	(15,970)	90%	
- Program Income												
4350 - Discounts & Credits	(636)	(664)	(4,472)	(8,000)	3,528	56%		(4,472)	(4,667)	195	96%	
4300 - Program Income	68,540	91,467	610,695	998,700	(388,005)	61%	Jan17: Youth Sports \$12.7k, Gym \$30k, Preschool \$31k, Classes \$8k, Rentals/Bday Parties \$6.8k, Camp \$2.5k	610,695	582,575	28,120	105%	
Total - Program Income	67,904	90,803	606,223	990,700	(384,477)	61%		606,223	577,908	28,315	105%	
4400 - Donation & Fundraising Income	800		874	2,000	(1,126)	44%	Dec16: private donations for Staff Xmas party \$800	874	1,167	(293)	75%	
4500 - Grant/Reimbursed Expense Income	295		6,415	2,000	4,415	321%	Dec16 \$295 SDRMA conference reimburse	6,415	1,167	5,248	550%	YTD recap: \$141 credit card points Cash Reimburse. \$5400 SBF Trail Project reimburse Melton Design. \$875 conference/education scholarships.
4600 - Other Income	1		439	0	439			439	0	439		
4900 - Interest Income		1,861	4,719	8,300	(3,581)	57%		4,719	4,842	(123)	97%	
4905 - Interest Income - BAD		113	193	1,000	(807)	19%		193	583	(390)	33%	
Total Income	969,056	99,742	1,606,602	2,770,017	(1,163,415)	58%		1,606,602	1,615,843	(9,241)	99%	
Gross Profit	969,056	99,742	1,606,602	2,770,017	(1,163,415)	58%		1,606,602	1,615,843	(9,241)	99%	
Expense												
- Payroll Expenses												
5010 - Wages & Salaries	88,627	87,810	688,151	1,299,713	(611,562)	53%		688,151	758,166	(70,015)	91%	
5020 - Employer Taxes	7,730	11,956	67,268	129,346	(62,078)	52%		67,268	75,452	(8,184)	89%	
5030 - Employee Benefits	10,036	10,036	69,781	138,629	(68,848)	50%		69,781	80,867	(11,086)	86%	
5040 - Workers Comp	3,155	3,052	25,398	50,202	(24,804)	51%		25,398	29,285	(3,887)	87%	
5060 Labor/Benefits CIP Projects	(2,638)	(538)	(6,015)	(8,000)	1,985	75%		(6,015)	(4,667)	(1,348)	129%	
Total - Payroll Expenses	106,910	112,316	844,583	1,609,890	(765,307)	52%		844,583	939,103	(94,520)	90%	
5031 GASB 68 Benefit Expense			17,609	16,500	1,109	107%	GASB paid in full	17,609	9,625	7,984	183%	GASB paid in full 100%
5100 - Advertising & Promotion	211	2,744	5,014	10,000	(4,986)	50%		5,014	5,833	(819)	86%	
5120 - Bank Fees	948	712	6,749	9,000	(2,251)	75%		6,749	5,250	1,499	129%	Over budget trend will continue. Under estimated bank fee expenses, plus program revenue growing results in higher bank fees.
5130 - Charitable Contributions			1,250	3,000	(1,750)	42%		1,250	1,750	(500)	71%	
5140 - Copying & Printing	786	646	6,461	21,000	(14,539)	31%	New copier lease: \$800-950 monthly fee will continue. Down from \$1500-2000 monthly lease	6,461	12,250	(5,789)	53%	New lease, less equipment. Under budget trend will continue
5155 - Employment New Hire Screen		365	2,636	3,700	(1,064)	71%	Jan17: 6 staff DOJ reimbursed at end 6 month probation. 2 staff new hire screens maintenance dept.	2,636	2,158	478	122%	Preschool, youth sports, gym hiring more staff than anticipated. Over budget trend will continue with program revenue growth and need to hire staff.
5160 - Dues, Mbrshps & Publications	237	787	9,568	12,000	(2,432)	80%	Jan17: Annual COBRA plan dues \$550	9,568	7,000	2,568	137%	Paying 2017 annual memberships in full.
5170 - Education & Development	280	200	2,788	5,500	(2,712)	51%	Jan17: 2 preschool teachers health and safety trainings. 2 maint. crew backflow workshop	2,788	3,208	(420)	87%	Scholarships received offsets expense-see Income account g/l 4500. Total Scholarships received to date: \$875.
5175 - Equipment Rental	664	165	1,477	4,450	(2,973)	33%	Dec16 Chipper rental \$664. Jan17 hot water washer pressure rental \$165	1,477	2,596	(1,119)	57%	
- Equipment, Tools & Furn (<\$2k)												
5182 - Operating ET&F			0	5,000	(5,000)	0%		0	2,917	(2,917)	0%	
5184 - Program ET&F			15,926	9,050	6,876	176%		15,926	5,279	10,647	302%	Board Assesed \$14k operating expenditure/\$10k Fixed Assets Gymnastic equipment, total \$24k not budgeted.
5186 - Site/Shop ET&F	544	376	8,102	19,000	(10,898)	43%	Jan17: Shop heater \$365, welding tools \$110	8,102	11,083	(2,981)	73%	
5187 - Computers & Technology ET&F		182	2,251	12,000	(9,749)	19%	Jan17: 2 wireless network cards	2,251	7,000	(4,749)	32%	Blue Rec charges in coming months
Total - Equipment, Tools & Furn (<\$2k)	544	558	26,279	45,050	(18,771)	58%		26,279	26,279	(0)	100%	
5200 - Insurance		100	34,727	47,000	(12,273)	74%		34,727	27,417	7,310	127%	General/Liability \$34k 100% expensed for year. Budget balance \$11k for Trampoline Insurance to be paid Feb or Mar 2017
5225 - Postage & Delivery	28	1,236	2,645	2,300	345	115%		2,645	1,342	1,303	197%	
- Professional & Outside Svcs												

Feather River Recreation & Park District Business Manager Staff Report										MONTHLY ACTUAL VS. MONTHLY BUDGET				
										Annual Budget divided by "X" amount of months				
Compare December to January Expenses										YTD Jul-Jan17	MONTHLY	YTD		
Review Budget Over/Under										ACTUAL	BUDGET	Over	100%	
										TOTAL	7	(Under)	% used	Staff comments: Under/Over Budget
	Dec-16	Jan-17	TOTAL	YTD Annual Budget	YTD Over (Under)	YTD % used		Staff comments: Expenses						
5232 - Accounting	3,500	883	22,125	25,000	(2,875)	89%		Dec16 KCOE 2015-16 annual audit invoice \$3500, Jan17 final audit invoice \$500 total cost \$25k. Jan17 \$500 3rd qtr review Vada.	22,125	14,583	7,542	152%	Annual audit \$25k 100% expensed	
5233 - Bands/Recreation			1,000	1,500	(500)	67%			1,000	875	125	114%	5 concretes left in 2017: 3 bands Wildflower, 2 bands June Concerts in Park.	
5234 - Board Stipends	900	1,000	5,900	12,000	(6,100)	49%			5,900	7,000	(1,100)	84%		
5235 - Recreation Instructors	3,493	1,344	20,171	43,750	(23,579)	46%			20,171	25,521	(5,350)	79%		
5236 - Legal	338	1,835	10,533	20,000	(9,467)	53%			10,533	11,667	(1,134)	90%		
5237 - Contract Janitorial	5,850	5,850	35,230	49,600	(14,370)	71%		effective Nov16 Park restrooms on 7 day/week contract	35,230	28,933	6,297	122%	Board approved 7 days a week park restroom contract, budgeted at 5 days per week. Over budget trend will continue	
5239 - Outside Service Admin/Consult	3,075	654	29,845	91,000	(61,155)	33%		Dec16: Master Plan revisions \$2550, IT Support \$525. Jan17: \$400 IT support. \$220 website support	29,845	53,083	(23,239)	56%	YTD \$5400 Melton Design, not budgeted- SBF to reimbursed FRRPD, see Grant Income to off set this expense. Under budget YTD related to no elections Nov16.	
Total - Professional & Outside Svcs	17,156	11,566	124,804	242,850	(118,046)	51%			124,804	141,663	(16,859)	88%		
5250 - Rent	274		1,318	3,200	(1,882)	41%		Dec16 Lease pymnt, Property behind Act Center	1,318	1,867	(549)	71%		
- Repairs & Maintenance														
5261 - Building R&M	404	3,335	11,396	35,000	(23,604)	33%		Jan17: \$2375 Winter maintenance Act Center A/C Heater units.	11,396	20,417	(9,021)	56%		
5262 - Equipment R&M	1,009	1,880	10,993	25,000	(14,007)	44%		Jan17: repairs to small tools, weed eaters, edger, sharpen chain saw blades, repair Toro mower, repair gym spring floor, backhoe, replace backhoe seat	10,993	14,583	(3,590)	75%		
5263 - General R&M	1,261	2,279	13,190	30,000	(16,810)	44%			13,190	17,500	(4,310)	75%		
5264 - Grounds R&M	66	434	10,380	65,000	(54,620)	16%			10,380	37,917	(27,537)	27%		
5265 - Janitorial Supplies	2,012	1,864	14,694	27,000	(12,306)	54%			14,694	15,750	(1,056)	93%		
5266 - Vandalism Repair	2,179	1,128	8,092	12,000	(3,908)	67%		Dec16: replace door knobs \$1015. Replace sink \$88. Ballads at dog park \$115. Graffiti remover \$663. Replace locks \$219. Jan17: trash can locks \$50, locks at MLK \$112, replace latches, hinges \$35, replace cover pit toilet \$300, replace all rubber trash cans \$500, replace fence boards \$125	8,092	7,000	1,092	116%	growing issue, over budget trend expected to continue through out the fiscal year	
5267 - Vehicle R&M	195	961	7,971	10,000	(2,029)	80%		Jan17: replace brakes F150 \$750. battery Dodge 1500 \$170.	7,971	5,833	2,138	137%	Discussion regarding replacing several trucks should be a high priority during 2017-18 budget process. Maintenance on older trucks is becoming costly, replacing would be more cost effective.	
5268 - Aquatics Pool R&M	1,924	4,373	23,826	20,000	3,826	119%		Dec16 Pool water line repair \$200, both pools chem feed repair total \$950, pool chemicals \$770. Jan17: sand for sand filter \$250, repair chem feeds \$66, custom fiberglass strainer \$2774, sand filter kiddie pool \$1275.	23,826	11,667	12,159	204%	Dec-April pool chemical expense will lower during winter months.	
5269 - Outside Contractor/Services R&M	200	1,950	8,889	6,000	2,889	148%		Jan17: Nelson pool multiple leak detection, leaks in skimmer and equalizer pipe between 2 pools	8,889	3,500	5,389	254%	This account is combined with the entire R&M accounts are monitored as a whole. For all repairs and Maint. g/l, the total budget used as of 1/31/17 is under budget \$25k	
Total - Repairs & Maintenance	9,250	18,204	109,431	230,000	(120,569)	48%			109,431	134,167	(24,736)	82%		
5270 - Security		886	2,910	6,000	(3,090)	49%			2,910	3,500	(590)	83%		
- Supplies - Consumable														
5281 - Misc Staff & Uniform Supplies	1,439	1,855	5,735	7,000	(1,265)	82%		Jan17: \$1120 annual clothing allowance maintenance crew	5,735	4,083	1,652	140%	Clothing allowance once a year. Budget will balance out. Also, Staff Xmas party has \$800 in donation revenue to offset expense	
5282 - Office Supplies	349	821	3,880	6,500	(2,620)	60%			3,880	3,792	88	102%		
5284 - Program Food	842	723	6,142	12,000	(5,858)	51%			6,142	7,000	(858)	88%		
5286 - Program Supplies	644	2,270	9,240	18,000	(8,760)	51%			9,240	10,500	(1,260)	88%		
5287 - Safety Supplies	132	187	1,960	2,300	(340)	85%			1,960	1,342	618	146%		
5289 - Site Supplies	135	46	1,320	2,500	(1,180)	53%			1,320	1,458	(138)	91%		

Feather River Recreation & Park District Business Manager Staff Report										MONTHLY ACTUAL VS. MONTHLY BUDGET				
										Annual Budget divided by "X" amount of months				
Compare December to January Expenses										YTD Jul-Jan17	MONTHLY	YTD		
Review Budget Over/Under										ACTUAL	BUDGET	Over	100%	
	Dec-16	Jan-17	TOTAL	Annual Budget	YTD Over (Under)	58%	YTD % used	Staff comments: Expenses	TOTAL	7	(Under)	% used	Staff comments: Under/Over Budget	
Total - Supplies - Consumable	3,541	5,902	28,277	48,300	(20,023)	59%			28,277	28,175	102	100%		
5290 - Taxes, Lic., Notices & Permits		371	3,501	6,000	(2,499)	58%			3,501	3,500	1	100%		
5300 - Telephone/Internet	990	1,156	7,126	11,000	(3,874)	65%			7,126	6,417	709	111%		
- Transportation, Meals & Travel														
5312 - Air, Lodging, Other Travel			1,579	2,000	(421)	79%			1,579	1,167	412	135%	Prepaid conferences and travel. Expenses will lower through out year.	
5314 - Fuel	1,160	1,096	10,003	25,000	(14,997)	40%			10,003	14,583	(4,580)	69%		
5316 - Meals			0	500	(500)	0%			0	292	(292)	0%		
5318 - Mileage	15	14	1,766	4,800	(3,034)	37%			1,766	2,800	(1,034)	63%		
Total - Transportation, Meals & Travel	1,175	1,110	13,348	32,300	(18,952)	41%			13,348	18,842	(5,494)	71%		
- Utilities														
5322 - Electric	5,275	4,669	69,736	105,000	(35,264)	66%			69,736	61,250	8,486	114%	Seasonal higher rates in summer. Annual budget \$105k: Budget on target, with lower expense in winter months	
5324 - Garbage	1,647	1,221	11,940	21,000	(9,060)	57%	Dec16: mid December Riverbend and Shop dumpsters were upgraded from 4 yard to 6 yard, to better suit District's trash service needs. Soon service will be added to both Palermo and Nelson after Maintenance Dept builds structure to hold/lock dumpsters.		11,940	12,250	(310)	97%	Additional homeless camp cleanups, resulting in higher expenses- possible this is a new trend and expenses will continue to climb.** Update: Recology is on contract with City Oroville and provides free transfer station loads for homeless camp cleanups. FRRPD is working with city to utilities this account when doing homeless camp cleanups.	
5326 - Gas/Propane	2,812	1,107	4,535	4,100	435	111%	Dec16: received invoice for 2 months Nelson pool heater \$2300.		4,535	2,392	2,143	190%	Dec16 received Gas bill for Oct/November Nelson pool. The budget for the pool heater is in Electric, not gas.	
5328 - Sewer	240	141	1,185	4,600	(3,415)	26%			1,185	2,683	(1,498)	44%		
5329 - Water	3,302	4,180	65,404	110,000	(44,596)	59%			65,404	64,167	1,237	102%		
Total - Utilities	13,276	11,318	152,800	244,700	(91,900)	62%			152,800	142,742	10,058	107%		
Total Expense	156,270	170,342	1,405,301	2,597,240	(1,191,939)	54%			1,405,301	1,515,057	(109,756)	93%		
Total Profit (Loss)	812,786	(70,600)	201,301	172,777	28,524				201,301	100,787	100,515			
Other Income/Expense									0	0				
Other Income														
4200 - Impact Fee Income	7,742	5,530	29,952						29,952	0				
4910 - Interest Income - Impact Fees		528	1,058						1,058	0				
9990 Gail (Loss) on Asset Disposal			0						0	0				
Total Other Income	7,742	6,058	31,010						31,010	0				
Other Expense														
7000 Year End Adj Fair Value Adjustment			0						0					
7210 - Debt Interest Expense	10,464	10,316	73,556	124,695					73,556	72,739				
Total Other Expense	10,464	10,316	73,556	124,695					73,556	72,739				
Net Other Income	(2,722)	(4,258)	(42,546)						(42,546)	0				
Net Income	810,064	(74,858)	158,755	48,082					158,755	28,048				

Feather River Recreation & Park District
 Balance Sheet
 As of January 31, 2017

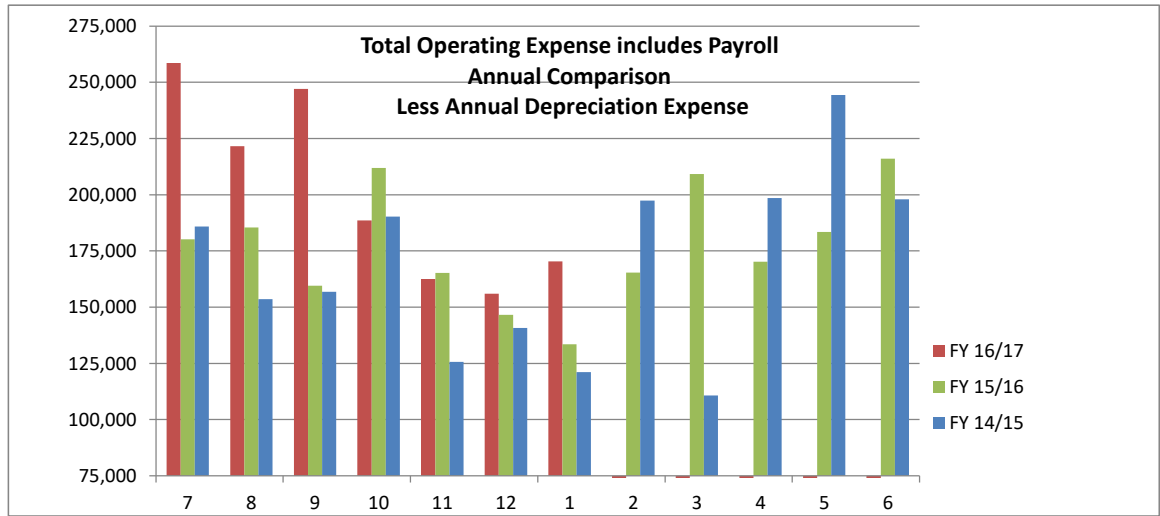
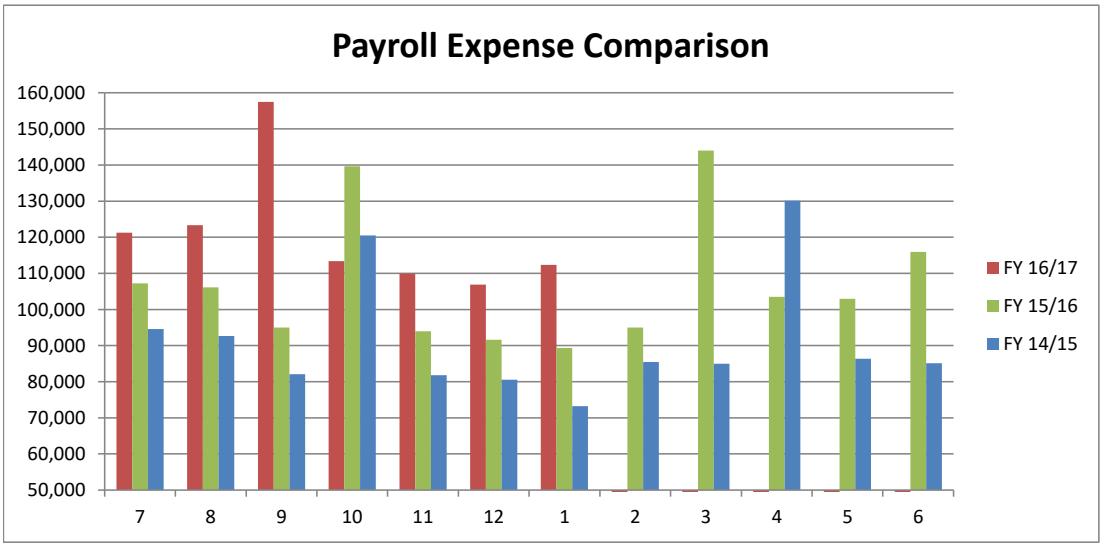
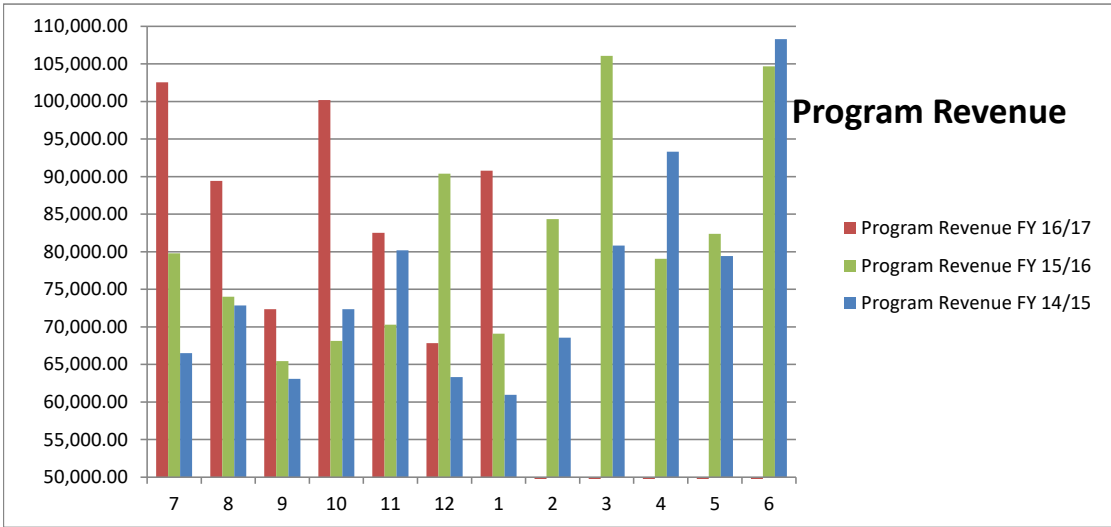
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 Accrual Basis

	Jan 31, 17	Jan 31, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	831,361.61	1,037,748.72	-206,387.11	-19.89%
1010.2 - Treasury Cash - Reserve	243,594.00	0.00	243,594.00	100.0%
Total 1010 - Treasury Cash	1,074,955.61	1,037,748.72	37,206.89	3.59%
1020 - Imprest Cash	845.67	428.39	417.28	97.41%
Total 1030 - BofW - Merchant Acct.	155,784.21	116,003.10	39,781.11	34.29%
1031 - BofW Project Checking	146.38	62,737.69	-62,591.31	-99.77%
1040 - Fund 2610 - BAD	166,383.09	219,260.36	-52,877.27	-24.12%
1050 - Impact Fees				
1051 - Impact - Parklands	143,828.28	93,790.65	50,037.63	53.35%
1052 - Impact - Public Use	53,177.85	46,210.30	6,967.55	15.08%
1053 - Impact - Aquatics	24,210.39	42,100.08	-17,889.69	-42.49%
Total 1050 - Impact Fees	221,216.52	182,101.03	39,115.49	21.48%
Total Checking/Savings	1,619,331.48	1,618,279.29	1,052.19	0.07%
Accounts Receivable				
1210 - Accounts Receivable	31,700.41	22,299.84	9,400.57	42.16%
Total Accounts Receivable	31,700.41	22,299.84	9,400.57	42.16%
Other Current Assets				
1205 - Blue Rec A/R	359.50	0.00	359.50	100.0%
1301 - Merchant Credit Card Receivable	0.00	162.33	-162.33	-100.0%
1310 - Miscellaneous Receivables	993.54	616.00	377.54	61.29%
1315 - Prepaid Insurance	0.00	14,241.59	-14,241.59	-100.0%
1320 - Umpqua Bank Project Fund	241,800.00	400,000.00	-158,200.00	-39.55%
1321 - Bank of NY Holding Account	0.00	6.73	-6.73	-100.0%
Total Other Current Assets	243,153.04	415,026.65	-171,873.61	-41.41%
Total Current Assets	1,894,184.93	2,055,605.78	-161,420.85	-7.85%
Fixed Assets				
1410 - Land	627,494.00	627,494.00	0.00	0.0%
1420 - Buildings & Improvements	18,079,648.39	17,818,375.31	261,273.08	1.47%
1430 - Equipment & Vehicles	753,266.11	567,490.87	185,775.24	32.74%
1440 - Construction in Progress				
1442 - CIP Fence Playtown Nov15 PT99	0.00	22,373.59	-22,373.59	-100.0%
1443 - CIP New Playground Dec15 RB99	0.00	123,482.70	-123,482.70	-100.0%
1444 - CIP Tennis Courts Oct15 BT99	0.00	1,133.36	-1,133.36	-100.0%
1445 - CIP Fence Palermo Pool	32,685.89	0.00	32,685.89	100.0%
1447 - CIP Berry Creek Bathroom BC99	4,388.44	0.00	4,388.44	100.0%
1448 - CIP Nelson Irrigation SBF NE99	7,943.18	0.00	7,943.18	100.0%
Total 1440 - Construction in Progress	45,017.51	146,989.65	-101,972.14	-69.37%
1499 - Accumulated Depreciation	-5,455,785.08	-4,946,265.95	-509,519.13	-10.3%
Total Fixed Assets	14,049,640.93	14,214,083.88	-164,442.95	-1.16%
Other Assets				
1550 - GASB 68 CalPERS Valuation				
1551 - GASB68 Deferred Outflow Pension	59,598.00	28,396.00	31,202.00	109.88%
Total 1550 - GASB 68 CalPERS Valuation	59,598.00	28,396.00	31,202.00	109.88%
Total Other Assets	59,598.00	28,396.00	31,202.00	109.88%
TOTAL ASSETS	16,003,423.86	16,298,085.66	-294,661.80	-1.81%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 - Accounts Payable	48,386.98	158,056.05	-109,669.07	-69.39%
Total Accounts Payable	48,386.98	158,056.05	-109,669.07	-69.39%
Credit Cards				
2300 - Credit Cards Payable				
2335 - BofW CC 2122 GM	1,008.54	319.90	688.64	215.27%
2336 - BofW CC 0018 General	0.00	2,751.54	-2,751.54	-100.0%
2337 - BoW CC 4607 Preschool	700.28	0.00	700.28	100.0%
2339 - BoW CC 8111 General	95.00	0.00	95.00	100.0%
Total 2300 - Credit Cards Payable	1,803.82	3,071.44	-1,267.62	-41.27%
2350 - Supplier Accounts				
2353 - Walmart	93.03	249.09	-156.06	-62.65%
2354 - Home Depot	291.26	683.25	-391.99	-57.37%
2357 - Tractor Supply	159.00	33.27	125.73	377.91%
Total 2350 - Supplier Accounts	543.29	965.61	-422.32	-43.74%
Total Credit Cards	2,347.11	4,037.05	-1,689.94	-41.86%
Other Current Liabilities				
2100 - Payroll Liabilities				
2120 - Payroll Taxes payable	0.00	-0.01	0.01	100.0%
2160 - Workers Comp Payable	-9,881.17	-11,628.21	1,747.04	15.02%
2180 - Health Insurance Payable	5,915.65	5,291.04	624.61	11.81%
2185 - Dental Insurance Payable	947.83	704.07	243.76	34.62%
2186 - Life Insurance Payable	75.60	62.00	13.60	21.94%
2187 - Aflac Payable	1,028.54	972.36	56.18	5.78%
2199 - Accrued Leave Payable	26,077.44	19,076.02	7,001.42	36.7%
Total 2100 - Payroll Liabilities	24,163.89	14,477.27	9,686.62	66.91%
2210 - Accrued Debt Interest	10,316.48	10,906.45	-589.97	-5.41%
2405 - Deferred Revenue	1,408.00	0.00	1,408.00	100.0%
2410 - Gift Certificate Liability	190.00	190.00	0.00	0.0%
Total Other Current Liabilities	36,078.37	25,573.72	10,504.65	41.08%
Total Current Liabilities	86,812.46	187,666.82	-100,854.36	-53.74%
Long Term Liabilities				
2955 - Umpqua Bank Tax Exempt Bond A	3,541,468.00	3,729,856.00	-188,388.00	-5.05%
2960 - Umpqua Bank Taxable Bond B	200,000.00	222,000.00	-22,000.00	-9.91%
2975 - GASB 68 CalPERS Liab Valuation				
2976 - GASB 68 Deferred Inflow Pension	147,641.00	251,090.00	-103,449.00	-41.2%
2977 - GASB 68 Net Pension Liability	522,135.00	482,362.00	39,773.00	8.25%
Total 2975 - GASB 68 CalPERS Liab Valuation	669,776.00	733,452.00	-63,676.00	-8.68%

Feather River Recreation & Park District
 Balance Sheet
 As of January 31, 2017

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 02/22/2017
 Accrual Basis

	Jan 31, 17	Jan 31, 16	\$ Change	% Change
Total Long Term Liabilities	4,411,244.00	4,685,308.00	-274,064.00	-5.85%
Total Liabilities	4,498,056.46	4,872,974.82	-374,918.36	-7.69%
Equity				
3010 - Imprest Cash Reserve	1,000.00	617.52	382.48	61.94%
3020 - General Reserve	20,000.00	20,000.00	0.00	0.0%
3030 - Investment in Assets	11,217,061.82	11,139,232.82	77,829.00	0.7%
3040 - General Fund Balance	-111,251.09	-322,334.19	211,083.10	65.49%
3050 - Benefit Assessment District	29,608.18	86,984.34	-57,376.16	-65.96%
3060 - Impact Fees (general)	190,206.56	219,718.21	-29,511.65	-13.43%
Net Income	158,741.93	280,892.14	-122,150.21	-43.49%
Total Equity	11,505,367.40	11,425,110.84	80,256.56	0.7%
TOTAL LIABILITIES & EQUITY	16,003,423.86	16,298,085.66	-294,661.80	-1.81%



2016-17 Operating expense includes \$17k 100% GASB, previous year expensed monthly
 2016-17 Operating expenses includes \$35k Insurance, previous year expensed monthly
 2016-17 Dec15 Revenue included \$19k Gym Meet & \$8k Youth Sports.
 2016-17 Gym Meet Revenue posted Oct16 & Youth Sport revenue will post in Jan17

Feather River Recreation & Park District Income Statement 2016-17 f/year								ANNUAL BUDGET COMPARISON				MONTHLY ACTUAL VS. MONTHLY BUDGET Annual Budget divided by "X" amount of months			
Jan-17								YTD	YTD	YTD	YTD	Jan-17	Jan-17	MONTHLY	YTD
Please Note: Due to closure of District week of 2/13/17, the January 2017 financial statements are subject to change and not finalized. Reconciliations and changes to Jan17 will reflect on Feb 2017 financial statements								TOTAL	Annual Budget	Over (Under)	58% % used	ACTUAL TOTAL	BUDGET 7	Over (Under)	100% % used
Ordinary Income/Expense															
Income															
4100 · Tax Revenue				73,856	6,862	763,474	6,965	851,157	1,504,500	(653,343)	57%	851,157	877,625	(26,468)	97%
4150 · Tax Revenue (BAD)								136,582	261,517	(124,935)	52%	136,582	152,552	(15,970)	90%
· Program Income															
4350 · Discounts & Credits	(579)	(508)	(602)	(836)	(647)	(636)	(664)	(4,472)	(8,000)	3,528	56%	(4,472)	(4,667)	195	96%
4300 · Program Income	103,173	89,943	72,956	101,010	83,606	68,540	91,467	610,695	998,700	(388,005)	61%	610,695	582,575	28,120	105%
Total · Program Income	102,594	89,435	72,354	100,174	82,959	67,904	90,803	606,223	990,700	(384,477)	61%	606,223	577,908	28,315	105%
4400 · Donation & Fundraising Income	27	26	21				800	874	2,000	(1,126)	44%	874	1,167	(293)	75%
4500 · Grant/Reimbursed Expense Income		4,266		580	1,274	295		6,415	2,000	4,415	321%	6,415	1,167	5,248	550%
4600 · Other Income	272	80		30	56	1		439	0	439		439	0	439	
4900 · Interest Income				2,858			1,861	4,719	8,300	(3,581)	57%	4,719	4,842	(123)	97%
4905 · Interest Income - BAD				80			113	193	1,000	(807)	19%	193	583	(390)	33%
Total Income	102,893	93,807	72,375	177,578	91,151	969,056	99,742	1,606,602	2,770,017	(1,163,415)	58%	1,606,602	1,615,843	(9,241)	99%
Gross Profit	102,893	93,807	72,375	177,578	91,151	969,056	99,742	1,606,602	2,770,017	(1,163,415)	58%	1,606,602	1,615,843	(9,241)	99%
Expense															
· Payroll Expenses															
5010 · Wages & Salaries	98,913	101,056	131,430	91,645	88,670	88,627	87,810	688,151	1,299,713	(611,562)	53%	688,151	758,166	(70,015)	91%
5020 · Employer Taxes	9,898	9,675	11,810	8,294	7,905	7,730	11,956	67,268	129,346	(62,078)	52%	67,268	75,452	(8,184)	89%
5030 · Employee Benefits	8,870	8,855	11,978	9,997	10,009	10,036	10,036	69,781	138,629	(68,848)	50%	69,781	80,867	(11,086)	86%
5040 · Workers Comp	3,609	3,762	5,080	3,436	3,304	3,155	3,052	25,398	50,202	(24,804)	51%	25,398	29,285	(3,887)	87%
5060 Labor/Benefits CIP Projects			(2,839)			(2,638)	(538)	(6,015)	(8,000)	1,985	75%	(6,015)	(4,667)	(1,348)	129%
Total · Payroll Expenses	121,290	123,348	157,459	113,372	109,888	106,910	112,316	844,583	1,609,890	(765,307)	52%	844,583	939,103	(94,520)	90%
5031 GASB 68 Benefit Expense	16,309	1,300						17,609	16,500	1,109	107%	17,609	9,625	7,984	183%
5100 · Advertising & Promotion	10	1,911	131		7	211	2,744	5,014	10,000	(4,986)	50%	5,014	5,833	(819)	86%
5120 · Bank Fees	1,020	1,315	922	835	997	948	712	6,749	9,000	(2,251)	75%	6,749	5,250	1,499	129%
5130 · Charitable Contributions			1,250					1,250	3,000	(1,750)	42%	1,250	1,750	(500)	71%
5140 · Copying & Printing	1,559	2,059	1,144	(587)	854	786	646	6,461	21,000	(14,539)	31%	6,461	12,250	(5,789)	53%
5155 · Employment New Hire Screen	213	977	167	428	486		365	2,636	3,700	(1,064)	71%	2,636	2,158	478	122%
5160 · Dues, Mbrshps & Publications	558	615	220	247	6,904	237	787	9,568	12,000	(2,432)	80%	9,568	7,000	2,568	137%
5170 · Education & Development	635	549		1,065	59	280	200	2,788	5,500	(2,712)	51%	2,788	3,208	(420)	87%
5175 · Equipment Rental	233		415			664	165	1,477	4,450	(2,973)	33%	1,477	2,596	(1,119)	57%
· Equipment, Tools & Furn (<\$2k)															
5182 · Operating ET&F								0	5,000	(5,000)	0%	0	2,917	(2,917)	0%
5184 · Program ET&F	1,493	261		14,172				15,926	9,050	6,876	176%	15,926	5,279	10,647	302%
5186 · Site/Shop ET&F	1,061	4,381	1,059	681		544	376	8,102	19,000	(10,898)	43%	8,102	11,083	(2,981)	73%
5187 · Computers & Technology ET&F	1,180	75		814			182	2,251	12,000	(9,749)	19%	2,251	7,000	(4,749)	32%
Total · Equipment, Tools & Furn (<\$2k)	3,734	4,717	1,059	15,667	0	544	558	26,279	45,050	(18,771)	58%	26,279	26,279	(0)	100%
5200 · Insurance	34,627						100	34,727	47,000	(12,273)	74%	34,727	27,417	7,310	127%
5225 · Postage & Delivery	185	814		175	207		1,236	2,645	2,300	345	115%	2,645	1,342	1,303	197%
· Professional & Outside Svcs															
5232 · Accounting	595		16,573		574	3,500	883	22,125	25,000	(2,875)	89%	22,125	14,583	7,542	152%
5233 · Bands/Recreation	600	400						1,000	1,500	(500)	67%	1,000	875	125	114%
5234 · Board Stipends	900	900	700	700	800	900	1,000	5,900	12,000	(6,100)	49%	5,900	7,000	(1,100)	84%
5235 · Recreation Instructors	2,687	3,058	4,762	2,933	1,894	3,493	1,344	20,171	43,750	(23,579)	46%	20,171	25,521	(5,350)	79%
5236 · Legal	1,600	5,360	0	970	430	338	1,835	10,533	20,000	(9,467)	53%	10,533	11,667	(1,134)	90%
5237 · Contract Janitorial	4,920	4,920	3,920	3,920	5,850	5,850	5,850	35,230	49,600	(14,370)	71%	35,230	28,933	6,297	122%
5239 · Outside Service Admin/Consult	2,771	12,019	4,135	3,794	3,397	3,075	654	29,845	91,000	(61,155)	33%	29,845	53,083	(23,239)	56%
Total · Professional & Outside Svcs	14,073	26,657	30,090	12,317	12,945	17,156	11,566	124,804	242,850	(118,046)	51%	124,804	141,663	(16,859)	88%
5250 · Rent		652	118	274		274		1,318	3,200	(1,882)	41%	1,318	1,867	(549)	71%
· Repairs & Maintenance															
5261 · Building R&M	304	2,391	3,409	1,201	352	404	3,335	11,396	35,000	(23,604)	33%	11,396	20,417	(9,021)	56%
5262 · Equipment R&M	1,687	1,482	569	3,371	995	1,009	1,880	10,993	25,000	(14,007)	44%	10,993	14,583	(3,590)	75%
5263 · General R&M	4,971	3,436	880	88	275	1,261	2,279	13,190	30,000	(16,810)	44%	13,190	17,500	(4,310)	75%
5264 · Grounds R&M	1,514	937	6,037	101	1,291	66	434	10,380	65,000	(54,620)	16%	10,380	37,917	(27,537)	27%
5265 · Janitorial Supplies	2,770	2,083	2,511	1,998	1,456	2,012	1,864	14,694	27,000	(12,306)	54%	14,694	15,750	(1,056)	93%
5266 · Vandalism Repair	509	385	2,203	653	1,035	2,179	1,128	8,092	12,000	(3,908)	67%	8,092	7,000	1,092	116%
5267 · Vehicle R&M	2,293	1,069	702	1,508	1,243	195	961	7,971	10,000	(2,029)	80%	7,971	5,833	2,138	137%

Feather River Recreation & Park District Income Statement 2016-17 f/year								ANNUAL BUDGET COMPARISON					MONTHLY ACTUAL VS. MONTHLY BUDGET Annual Budget divided by "X" amount of months			
Jan-17								YTD	YTD	YTD	YTD	Jan-17	Jan-17	MONTHLY	YTD	
Pleae Note: Due to closure of District week of 2/13/17, the January 2017 financial statements are subject to change and not finalized. Reconciliations and changes to Jan17 will reflect on Feb 2017 financial statements								TOTAL	Annual Budget	Over (Under)	58% % used	ACTUAL TOTAL	BUDGET 7	Over (Under)	100% % used	
Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	TOTAL	Annual Budget	Over (Under)	58% % used	ACTUAL TOTAL	BUDGET 7	Over (Under)	100% % used		
5268 · Aquatics Pool R&M	6,638	5,728	2,149	1,862	1,152	1,924	4,373	23,826	20,000	3,826	119%	23,826	11,667	12,159	204%	
5269 · Outside Contractor/Services R&M	450	341	1,719	2,124	2,105	200	1,950	8,889	6,000	2,889	148%	8,889	3,500	5,389	254%	
Total · Repairs & Maintenance	21,136	17,852	20,179	12,906	9,904	9,250	18,204	109,431	230,000	(120,569)	48%	109,431	134,167	(24,736)	82%	
5270 · Security	914	98		1,012			886	2,910	6,000	(3,090)	49%	2,910	3,500	(590)	83%	
- Supplies - Consumable																
5281 · Misc Staff & Uniform Supplies	430	789	420	443	359	1,439	1,855	5,735	7,000	(1,265)	82%	5,735	4,083	1,652	140%	
5282 · Office Supplies	628	744	456	395	487	349	821	3,880	6,500	(2,620)	60%	3,880	3,792	88	102%	
5284 · Program Food	802	1,191	825	831	928	842	723	6,142	12,000	(5,858)	51%	6,142	7,000	(858)	88%	
5286 · Program Supplies	1,787	1,433	607	1,693	806	644	2,270	9,240	18,000	(8,760)	51%	9,240	10,500	(1,260)	88%	
5287 · Safety Supplies	44	463	227		907	132	187	1,960	2,300	(340)	85%	1,960	1,342	618	146%	
5289 · Site Supplies	608	259	95	177		135	46	1,320	2,500	(1,180)	53%	1,320	1,458	(138)	91%	
Total · Supplies - Consumable	4,299	4,879	2,630	3,539	3,487	3,541	5,902	28,277	48,300	(20,023)	59%	28,277	28,175	102	100%	
5290 · Taxes, Lic., Notices & Permits	2,946	118	66				371	3,501	6,000	(2,499)	58%	3,501	3,500	1	100%	
5300 · Telephone/Internet	939	952	1,095	1,104	890	990	1,156	7,126	11,000	(3,874)	65%	7,126	6,417	709	111%	
- Transportation, Meals & Travel																
5312 · Air, Lodging, Other Travel	497	392		690				1,579	2,000	(421)	79%	1,579	1,167	412	135%	
5314 · Fuel	1,419	1,831	1,659	1,798	1,040	1,160	1,096	10,003	25,000	(14,997)	40%	10,003	14,583	(4,580)	69%	
5316 · Meals								0	500	(500)	0%	0	292	(292)	0%	
5318 · Mileage	433	575	109	226	394	15	14	1,766	4,800	(3,034)	37%	1,766	2,800	(1,034)	63%	
Total · Transportation, Meals & Travel	2,349	2,798	1,768	2,714	1,434	1,175	1,110	13,348	32,300	(18,952)	41%	13,348	18,842	(5,494)	71%	
- Utilities																
5322 · Electric	14,389	15,190	12,406	11,084	6,723	5,275	4,669	69,736	105,000	(35,264)	66%	69,736	61,250	8,486	114%	
5324 · Garbage	1,987	1,921	1,570	1,733	1,861	1,647	1,221	11,940	21,000	(9,060)	57%	11,940	12,250	(310)	97%	
5326 · Gas/Propane	104	107	129	129	147	2,812	1,107	4,535	4,100	435	111%	4,535	2,392	2,143	190%	
5328 · Sewer	141	141	240	141	141	240	141	1,185	4,600	(3,415)	26%	1,185	2,683	(1,498)	44%	
5329 · Water	14,928	12,671	14,329	10,448	5,546	3,302	4,180	65,404	110,000	(44,596)	59%	65,404	64,167	1,237	102%	
Total · Utilities	31,549	30,030	28,674	23,535	14,418	13,276	11,318	152,800	244,700	(91,900)	62%	152,800	142,742	10,058	107%	
Total Expense	258,578	221,641	247,387	188,603	162,480	156,270	170,342	1,405,301	2,613,740	(1,208,439)	54%	1,405,301	1,524,682	(119,381)	92%	
Total Profit (Loss)	(155,685)	(127,834)	(175,012)	(11,025)	(71,329)	812,786	(70,600)	201,301	156,277	45,024		201,301	91,162	110,140		
Other Income/Expense												0	0			
Other Income																
4200 · Impact Fee Income	5,530	6,726	1,106	2,212	1,106	7,742	5,530	29,952				29,952	0			
4910 · Interest Income - Impact Fees				530			528	1,058				1,058	0			
9990 Gail (Loss) on Asset Disposal								0				0	0			
Total Other Income	5,530	6,726	1,106	2,742	1,106	7,742	6,058	31,010				31,010	0			
Other Expense																
7000 · Year End Adj Fair Value Adjustment								0				0				
7210 · Debt Interest Expense	10,616	10,616	10,616	10,464	10,464	10,464	10,316	73,556	124,695			73,556	72,739			
Total Other Expense	10,616	10,616	10,616	10,464	10,464	10,464	10,316	73,556	124,695			73,556	72,739			
Net Other Income	(5,086)	(3,890)	(9,510)	(7,722)	(9,358)	(2,722)	(4,258)	(42,546)				(42,546)	0			
Net Income	(160,771)	(131,724)	(184,522)	(18,747)	(80,687)	810,064	(74,858)	158,755	31,582			158,755	18,423			

Feather River Recreation & Park District
 Detail Fixed Asset & Bonds
 As of January 31, 2017

10:21 AM
 02/22/2017
 Accrual Basis

Date	Num	Source Name	Memo	Amount	Balance
1320 - Umpqua Bank Project Fund					241,800.00
Total 1320 - Umpqua Bank Project Fund					241,800.00
1410 - Land					627,494.00
Total 1410 - Land					627,494.00
1420 - Buildings & Improvements					18,079,648.39
Total 1420 - Buildings & Improvements					18,079,648.39
1430 - Equipment & Vehicles					753,266.11
Total 1430 - Equipment & Vehicles					753,266.11
1440 - Construction in Progress					44,229.40
1445 - CIP Fence Palermo Pool					31,897.78
01/10/2017	ORDER 708784	All Metals Supply, Inc.	STEEL ROD FOR FENCE	4.31	31,902.09
01/31/2017	Z 14216	GE-General:GE7-Capital	JAN17 WAGES- PALERMO FENCE LABOR CIP	537.95	32,440.04
01/31/2017	30841	Del-Mar Rental & Landscape Supply	RENTAL AUGUER PALERMO FENCE	106.25	32,546.29
01/31/2017	031862	Home Depot	CONCRETE FENCE PROJECT	139.60	32,685.89
Total 1445 - CIP Fence Palermo Pool					<u>788.11</u> 32,685.89
1447 - CIP Berry Creek Bathroom BC99					4,388.44
Total 1447 - CIP Berry Creek Bathroom BC99					4,388.44
1448 - CIP Nelson Irrigation SBF NE99					7,943.18
Total 1448 - CIP Nelson Irrigation SBF NE99					<u>7,943.18</u>
2955 - Umpqua Bank Tax Exempt Bond A					-3,541,468.00
Total 2955 - Umpqua Bank Tax Exempt Bond A					-3,541,468.00
2960 - Umpqua Bank Taxable Bond B					-200,000.00
Total 2960 - Umpqua Bank Taxable Bond B					-200,000.00

Feather River Recreation & Park District
Check Register
January 2017

	Date	Num	Name	Memo	Credit
1010 - Treasury Cash					
1010.1 - Treasury Cash - General					
	01/05/2017	78050	Aflac	JRF86 DEC16 PREMIUMS	1,028.50
	01/05/2017	78051	Humana Insurance Co.	657103-001 LIFE	81.00
	01/05/2017	78052	Blue Shield of California	4004625 JAN17 PREMIUMS	5,915.53
	01/05/2017	78053	Premier Access	DENTIAL 1000548827 JAN17 PREMIUMS	995.09
	01/04/2017	78054	VOID	VOID CHECK 78054	0.00
	01/04/2017	78055	VOID	VOID CHECK 78055	0.00
	01/04/2017	78056	VOID	VOID CHECK 78056	0.00
	01/05/2017	78057	All Metals Supply, Inc.	MOWER REPAIR/DOGPARK SIGN	136.36
	01/05/2017	78058	Aramark	UNIFORMS	246.35
	01/05/2017	78059	AT&T - Calnet 2	CALNET 2 C602225148777	55.75
	01/05/2017	78060	Calif. Water Service	Acct 520857777 11/9/16-12/9/16 water	3,105.58
	01/05/2017	78061	Cintas	JANITORIAL SUPPLIES ACT CENT	1,468.81
	01/05/2017	78062	Comcast	Acct#8155600190189780 PHONE/INTERENT SEP	342.91
	01/05/2017	78063	Cresco Equipment Rentals	CHIPPER RENTAL	664.00
	01/05/2017	78064	Dan's Electrical Supply	LIGHT BULBS	272.70
	01/05/2017	78065	Del-Mar Rental & Landscape Supply	PALERMO	362.11
	01/05/2017	78066	Gill, Loren	VOID CHECK 78066	0.00
	01/05/2017	78067	Hancock Automotive	TRUCK REPAIR	88.00
	01/05/2017	78068	KCOE Isom	FINAL 2015-16 AUDIT INVOICE	3,500.00
	01/05/2017	78069	Les Schwab Tires	TIRES- MOWER	129.62
	01/05/2017	78070	Lincoln Equipment, Inc.	POOL CHEM/SUPPLIES	823.57
	01/05/2017	78071	Mazes Consulting	2 MONTHS IT SUPPORT, NETWORK CARDS	937.50
	01/05/2017	78072	Recology Butte Colusa Counties	TRASH ALL SITES	1,646.69
	01/05/2017	78073	Sharp's Locksmithing	9 DOOR KNOBS	1,015.88
	01/05/2017	78074	South Feather Water & Power	007771-000	36.88
	01/05/2017	78075	Sunrise Environmental Scientific	GRAFFITI COVERUP/HAND SOAP	727.38
	01/05/2017	78076	Tractor Supply Co.	DEC16 STATEMENT 0271 2285	147.23
	01/05/2017	78077	U.S. Bank Equipment Finance	JUN16 COPIER LEASE	786.08
	01/05/2017	78078	Universal Specialties, Inc.	FAUCET TUBING	46.06
	01/05/2017	78079	Comcast	Acct# 8155 60 019 0233893	115.94
	01/05/2017	78080	Bankcard Center	STATEMENT 2122	292.65
	01/05/2017	78081	Bankcard Center	DEC16 STATEMENT 6280	988.29
	01/05/2017	78082	Bankcard Center	STATEMENT 4607	1,211.46
	01/05/2017	78083	Carter, Marcia	BOD MONTHLY STIPEND	200.00
	01/05/2017	78084	Emberland, Gary	MONTHLY BOD STIPEND	100.00
	01/05/2017	78085	Fowler, Scott Kent	MONTHLY BOD STIPEND	200.00
	01/05/2017	78086	Noble, Don	MONTHLY BOD STIPENED	200.00
	01/05/2017	78087	Smith, Victoria	MONTHLY BOD STIPEND	100.00
	01/05/2017	78088	All Things Carpet & Upholstery	PARKS RESTROOMS JANITORIAL	5,850.00
	01/05/2017	78089	Brault, Melissa	INSTRUCTOR CARDIO FUSION	549.25
	01/05/2017	78090	Stampanoni, Jennifer	INSTRUCTOR DANCE	794.30
	01/05/2017	78091-78160	PAYROLL	PAYROLL ITEMS	38,348.88
	01/19/2017	78161	Accularm Security System	Security Monitoring - 1/1/17-3/31/17	612.00
	01/19/2017	78162	AT&T - Calnet 2	PHONE FOR ALARMS	38.25
	01/19/2017	78163	Bankcard Center	DEC16 STATEMENT 8111	898.55
	01/19/2017	78164	Better Deal Exchange	Acct#701960 DEC16	166.25
	01/19/2017	78165	Builders Fence Co, Inc.	FENCE PANELS/BRACKETS	5,456.14
	01/19/2017	78166	Dawson Oil Company	62765 FUEL	1,160.26
	01/19/2017	78167	Eagle Security Systems Inc.	ACT CENTER SECURITY	302.25
	01/19/2017	78168	Endeavor Homes, Inc.	LUMBER	7.24
	01/19/2017	78169	Ewing	IRRIGATION CONTROLLERS SBF GRANT	7,943.18
	01/19/2017	78170	Fastenal	DRILL BITS/P BLOCK	108.13
	01/19/2017	78171	Feather River Recreation & Park Distric	REPLENISH PETTY CASH JAN17	500.00
	01/19/2017	78172	First Choice Services	WATER COOLER/FILER JAN-JUN17	269.07
	01/19/2017	78173	Home Depot	DEC16 STATEMENT HOME DEPOT	927.03
	01/19/2017	78174	Huntington's Sportsman's Store	CLOTHING ALLOWANCE/JUNIFORMS	1,165.93
	01/19/2017	78175	Industrial Power Products	MISC SUPPLIES	447.70
	01/19/2017	78176	Lake Oroville Area Public Utility Dist.	MLK SEWER	98.40
	01/19/2017	78177	Lincoln Equipment, Inc.	POOL CHEM/SUPPLIES	862.04
	01/19/2017	78178	Mazes Consulting	IT SERVICES/SUPPLIES	576.01
	01/19/2017	78179	Melton Design Group	MASTER PLAN REVISION	2,550.00
	01/19/2017	78180	MTB Welding Supply	WELDING SUPPLIES	301.90
	01/19/2017	78181	Normac	BACKFLOW WORKSHOP	60.00
	01/19/2017	78182	Oroville Power Equipment	REPAIR MOWER	86.72
	01/19/2017	78183	P.G. & E.	PGE ALL LOCAITONS 10/22/16-11/22/16	8,086.51
	01/19/2017	78184	Rental Guys, Inc.	BLOWER RENTAL	213.68
	01/19/2017	78185	Richter, Brenda	REFUND PRESCHOOL, CX'D	174.00
	01/19/2017	78186	Riebes Auto Parts	EQUIPMENT REPAIR	235.17
	01/19/2017	78187	Roto-Rooter	PUMP SEPTIC DOG PARK/PALERMO	1,015.00
	01/19/2017	78188	Sac-Val Janitorial	PARK JANITORIAL SUPPLIES	809.09
	01/19/2017	78189	SDRMA	ADD'L INSURED CERTIFICATIONS	100.00
	01/19/2017	78190	Sharp's Locksmithing	LOCKS	395.35
	01/19/2017	78191	Staples	DEC16 STATEMENT 8608	214.60
	01/19/2017	78192	State Board of Equalization	FUEL TAX 4TH QTR 2016 57-425448	10.00
	01/19/2017	78193	Sterling HSA, Cobra Dept.	2017 COBRA PLAN DUES	550.00

Feather River Recreation & Park District
 Check Register
 January 2017

Date	Num	Name	Memo	Credit
01/19/2017	78194	TWSD	4-112.01 WATER NELSON	331.00
01/19/2017	78195	Townsend, Daniel	REFUND GUITAR CLASS	60.00
01/19/2017	78196	Brazda, Kevin	CELL REIMBR	50.00
01/19/2017	78197	Carter, Shaw	CELL/EXPENSE REIMBR	82.67
01/19/2017	78198	Gorman, T.	CELL PHONE REIMBR	30.00
01/19/2017	78199	Gray, Jason	MONTHLY CELL REIMBR	30.00
01/19/2017	78200	Quigley, G.	CELL PHONE REIMBR	30.00
01/19/2017	78201	Ramirez, Zerimar	CELL/EXPENSE REIMBR	100.00
01/19/2017	78202	Sinor, Nina	CELL/MILEAGE REIMBR	127.74
01/19/2017	78203	Teague, Victoria	CELL/MILEAGE REIMBR	37.88
01/19/2017	78204	Terry, Kayla.	CELL/MILEAGE REIMBR	32.29
01/19/2017	78205	Thomson, Elizabeth.	VALLEY OAK TRAINING 1/21/17	70.00
01/19/2017	78206	Valencia Estela	CELL REIMBR	40.00
01/19/2017	78207	Valencia Justin	CELL PHONE REIMBR	30.00
01/19/2017	78208	Vang, H.	CELL PHONE REIMBR	30.00
01/19/2017	78209	Vasquez, Sam.	CELL PHONE REIMBR	30.00
01/19/2017	78210-279	PAYROLL	PAYROLL ITEMS	37,137.68
01/19/2017	78280	VOID	VOID CHECK	0.00
01/19/2017	78281	Davis, Cody	DOJ REIMBR	68.00
01/19/2017	78282	Hungerford, Lori	DOJ REIMBR	68.00
01/19/2017	78283	Lobo Kanewske, Jessica	DOJ REIMBR	68.00
01/19/2017	78284	Terry, Kayla.	DOJ REIMBR	68.00
01/19/2017	78285	VOID	VOID CHECK 78285	0.00
01/20/2017	78286	Rodgers, Jerry.	ADJ TO P/ROLL	92.30
TOTAL				<u>148,464.36</u>



January 2017 Staff Reports

Park Supervisor-Kevin Brazda

Due to current park conditions consuming staff time, the Park Supervisor January report will be submitted for review at the March regular board meeting.

Executive Assistant-Victoria Anton-Teague

January was a great month to bring in the New Year! Our new Activity Guides were finalized and sent off to the printers at the beginning of the month. January also provided many firsts for the Executive Assistant. On January 10th, I presented my first grant application to the Butte County Fish and Game Commission and will have an update for the Board in February. I also attended my first Board Park Tour Workshop and participated in a radio interview on KROV to promote our new Activity Guides and the FRRPD Park Watch Orientation that will take place on Wednesday, March 1st at 5pm in the Activity Center Board Room.

Daily operations were successful throughout the month. Front Office Staff have done a wonderful job during the transition to the new Blue Rec program software. The Marketing Specialist shifted her event planning focus towards the 2017 Wildflower and Nature Festival. I also attended monthly Oroville Tourism and Oroville Downtown Business Association committee meetings as a District Representative.

Director of Children's Services-Estela Valencia

Enrollment was 67 children. Submitted a Scholastic book order. Our center has started a lending library for our parents to utilize. Parents are allowed to self-check out books and activity boxes to take home. The lending library will help support the home and school connection. Our Assistant Director and Head teacher attended the Health & Safety Preventative Practice training in Chico. It's important for our preschool to be up to date with the latest information in regards to health and safety. The training was beneficial to our staff. A discount school supply order was made for supplies and educational toys.

Gymnastics Supervisor-Shaw Carter

I would like to thank Champion gymnastics in Stockton, Athletic Horizons in Chico, Galaxy in Redding and Gold Country gymnastics in Grass Valley for allowing our competitive teams to work out while we were evacuated. With the help of Head Coach Sara Long I have been restructuring our developmental and team program. We will be implementing this new program by April. It will help parents and gymnasts to better asses where they are in the



program and what skill they will need to attain to move to the next level. This will leave out all guess work as to where they are in our programs. We have also started an Autism program in coordination with Shannon Pope of the Parent Infant Programs in Chico. They are an organization that serves children with disabilities (ages 0-5) and their families in the greater Chico and Redding areas. They focus primarily on in-home intervention for families and promote community integration through fun events and outings. This program has been a huge success and they are adding more days. I have started our flyers for our Spring Mini-Meets that will held May 22nd – 25th and will be handing them out in the weeks to come. Boys Level 6-10 State Championships will be held at our facility March 18-19th. This is a huge honor for us and not an easy meet to be awarded. Our Boys team just had a meet in Oregon and did very well! Our Girls Level 6 team took 3rd and our Level 7's and 9's each took 2nd at the Delta Classic in Stockton. Our Next Meet is in San Jose February 24th - 26th.

Recreation Supervisor-Nina Sinor

January was a wonderful month in the world of Recreation. A good amount of time in January was spent preparing for the upcoming 2nd half of Youth Basketball. This included pre-season coaches/athletic directors meeting, staff meeting/training and confirming and finalizing schedules. There ended up being 17 7/8th girls' basketball teams and 26 5/6th boys' basketball teams. In total we have 11 more teams participating this season compared to last season, which is great. Thankfully we are allowed to use school gyms to host all of these games; without this partnership youth basketball would not be possible. We saw a slight rise in class participation numbers for January's classes. Highlights included Karate with 57 students, U-Jam with 15-20 students and two customers registered for the upcoming excursion to the National Parks & Canyons of the Southwest tour. Overall, January was a busy and fantastic month.

February 8, 2017

Email correspondence from Vada Bouffard of Harvest Accounting:

Hi Apryl,

I wanted to give you an update on my most recent quarterly review. This visit went great. I think Deb is doing a wonderful job and certainly knows the system now. I found the data to be very accurate and all accounts currently reconciled. What I am seeing is consistent with the long-term stability you've achieved with Deb and her proficient skill level.

Regarding internal controls...It is always a challenge in organizations with few accounting staff to implement proper separation of duties. As you continue to grow, and with the implementation of new software tools, I continue to recommend a routine reviewing the FRRPD's revenue processes. E.g., cash handling, credits/refunds, and who has the ability to change, or correct data. Separate duties, and create secondary authorization steps, where reasonable and possible.

It's nice to see the focus shift to how to serve the community, instead of debt, cash flow, and accountability issues of the past. Good luck and as always, call if you have any questions.

Blessings,

Vada Bouffard
HarvestAMS.com
530-519-9033