

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

**DISTRICT BOARD MEETING**  
Regular Board Meeting  
June 27, 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. Property Negotiations**

*Government Code Section 54956.8  
Conference with Real Property Negotiators/Property Mitchell Avenue  
Agency Negotiator: Apryl 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**

A. Thank you to the Butte County Community Based Coalition for conducting a cleanup of the Bedrock Skate and Bike Park on Friday, May 19<sup>th</sup>.

B. Thank you to the Butte County Sheriff Probation group that conducted a cleanup of Nelson Complex on Thursday, June 15<sup>th</sup>.

C. Thank you to the North West Lineman College (NWLC) for installing five new light poles at Nelson Complex.

D. BIG THANK YOU to Cal Fire, CCC, NWLC, Caltrans, CA Fish & Wildlife, State Parks, DWR, Kiewit, Richter Construction Inc., Butte County Sheriff and Cal Water for their support in the June 23, 2017 Phase 1 cleanup of Riverbend Park!

**8. CONSENT AGENDA**

A. Approve May 23, 2017 Regular Board Meeting Minutes (*Appendix A*)

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

**10. PUBLIC HEARINGS (*Appendix B*)**

**A. PUBLIC HEARING: 2017-18 FISCAL YEAR BUDGET (no action)**  
*Final 2017-18 Fiscal Year Budget adoption scheduled for July 25, 2017*

**B. PUBLIC HEARING: 2017-18 ENGINEERS REPORT (no action)**  
*Final 2017-18 Engineers Report adoption scheduled for July 25, 2017*

**11. REGULAR AGENDA**

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

**1. RESOLUTION NO. 1354-17: A RESOLUTION APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF ASSESSMENT FOR FISCAL YEAR 2017-18 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT (*Appendix C*)**

*Requested Action: Adopt the Resolution*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**2. Review fee waiver request for the Southside Community Improvement Association Police Meet and Greet event at MLK Park (Representative present) (Appendix D)**

*Requested Action: Approve or deny request*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**3. Review and approve suggested signage for Nolan Complex/Fairbanks Field. Signage for Fairbanks Field to be donated by Fairbanks Paving. (Appendix E)**

*Requested Action: Approve or deny request*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**4. RESOLUTION NO. 1355-17: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS ADOPTING THE 2017-18 APPROPRIATIONS LIMITATIONS (Appendix F)**

*Requested Action: Adopt the Resolution*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**5. Review and approve MOU between Feather River Recreation and Park District and the Boys and Girls Club of the North Valley (Appendix G)**

*Requested Action: Approve MOU*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**6. Review and approve 4 year lease extension between Feather River Recreation and Park District and the Pioneer Elementary School District (Appendix H)**

*Requested Action: Approve MOU*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**7. RESOLUTION NO. 1356-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING BUTTE COUNTY REQUEST TO DESIGNATE BERRY CREEK COMMUNITY PARK AS A PUBLIC ASSEMBLY POINT IN THE CASE OF AN EVACUATION IN THAT AREA (Appendix I)**

*Requested Action: Adopt Resolution*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**8. Vote for one candidate to represent network in Seat C on the California Special District Association (CSDA) Board of Directors (Appendix J)**

*Requested Action: Choose candidate*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____

**9. RESOLUTION NO. 1357-17: A RESOLUTION APPROVING UP TO 55K OF UNALLOCATED 2016-17 FUNDS FOR THE PURCHASE OF A COMPACT TRACK LOADER.**

*Requested Action: Adopt Resolution (Appendix K)*

**VOTE**

CHAIRPERSON VICTORIA SMITH	_____
VICE CHAIRMAN GARY EMBERLAND	_____
DIRECTOR SCOTT KENT FOWLER	_____
DIRECTOR MARCIA CARTER	_____
DIRECTOR DON NOBLE	_____



**12. NON-ACTION ITEMS**

**A. FINANCIALS-May 2017** (*Appendix L*)

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

*The following committees met: Finance (Appendix M)*

**14. CORRESPONDENCE**

**15. UNFINISHED BUSINESS**

**16. BOARD ITEMS FOR NEXT AGENDA**

Final 2017-18 Budget

Do It Leisure annual agreement

**17. ADJOURNMENT**

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

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

**DISTRICT BOARD MEETING**  
Regular Board Meeting  
**May 23, 2017**

**Location: FRRPD Conference Room**

**DRAFT Minutes**

**Open Session 5:30PM**

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

**Chairperson Smith called the meeting to order at 5:30pm.**

**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 Pledge of Allegiance was performed.**

**PUBLIC COMMENT**

A member of the public reminded the Board of Directors of a request previously made for the District to enter into negotiations with Pioneer Union School District to request an amended 10 year lease with the School District for property Berry Creek Park utilizes. He believes that extending the agreement will allow more Berry Creek Community projects to move forward with volunteer assistance.

**ACKNOWLEDGEMENTS**

The District thanked the Table Church group for conducting a volunteer cleanup at Nolan Complex on Sunday, April 30<sup>th</sup>.

**CONSENT AGENDA**

**A. Approve the April 25, 2017 Regular Board Meeting Minutes**

**B. Approve the May 3, 2017 Special Board Meeting Minutes**

*Executive Assistant Anton-Teague informed the Board that the time Director Fowler left the Special Board meeting on May 3, 2017 had been added to the minutes for approval.*

Director Noble moved to approve the consent agenda.

Director Emberland seconded the motion.

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

## REGULAR AGENDA

### A. ACTION ITEMS

**1. Review fee waiver request for annual Fallen Law Enforcement Tournament hosted by the Butte County District Attorney's Office at Nelson Complex**

*Executive Assistant Anton-Teague provided a Staff report summarizing the event and request. A representative from the Butte County Attorney's Office made a presentation.*

The Board expressed their gratitude to the fallen law enforcement officers who are honored during the Annual Softball Tournament.

Director Noble moved to waive the remaining rentals fees for the annual Fallen Law Enforcement Tournament at Nelson Complex.

Director Fowler seconded the motion.

**\*THE MOTION TO WAIVE THE REMAINING RENTALS FEES FOR THE ANNUAL FALLEN LAW ENFORCEMENT TOURNAMENT AT NELSON COMPLEX WAS APPROVED BY A UNANIMOUS VOTE.**

**2. Review fee waiver request for Yuba Feather Museum Opening Day event at Forbestown Park**

*Executive Assistant Anton-Teague provided a Staff report summarizing the event and request.*

Director Carter moved to waive the remaining rentals fees for the annual Opening Day Celebration at Forbestown Park.

Director Noble seconded the motion.

**\*THE MOTION TO WAIVE THE REMAINING RENTALS FEES FOR THE ANNUAL OPENING DAY CELEBRATION AT FORBESTOWN PARK WAS APPROVED BY A UNANIMOUS VOTE.**

**3. Review Request for Proposal (RFP) for Foam Pit project as presented by Northstar Engineering**

*A representative from Northstar Engineering was present during the meeting to answer questions. Discussion took place regarding the Request for Proposal and the ADA upgrades to be completed at the Activity Center upon the construction of the foam pit.*

Director Noble noted that a diagram of the Foam Pit placements stated that it would be replacing an existing foam pit. He clarified that the District does not currently have a foam pit and that the area marked is a resi pit.

Director Carter moved to approve the Request for Proposal (RFP) for Foam Pit project with changes and move forward with the formal bid process.

Director Noble seconded the motion.

**\*THE MOTION TO APPROVE THE REQUEST FOR PROPOSAL (RFP) FOR FOAM PIT PROJECT WITH CHANGES AND MOVE FORWARD WITH THE BID PROCESS WAS APPROVED BY A UNANIMOUS VOTE.**

**4. RESOLUTION NO. 1349-17: A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2017-18, PRELIMINARILY APPROVING ENGINEER'S REPORT AND PROVIDING FOR NOTICE OF HEARING FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

*General Manager Ramage provided a Staff report with a recommendation that the Board approve the Resolution of Intention to Continue Assessments for Fiscal Year 2017-18, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing on June 27, 2017 for the Feather River Recreation and Park District, Park Maintenance and Recreation Improvement District.*

Director Fowler moved to adopt RESOLUTION NO. 1349-17 with the maximum increase.

Director Emberland seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1349-17: A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2017-18, PRELIMINARILY APPROVING ENGINEER'S REPORT WITH THE MAXIMUM INCREASE AND PROVIDING FOR NOTICE OF HEARING FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT WAS APPROVED BY 4-1 VOTE.**

**5. RESOLUTION NO. 1350-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE PRELIMINARY BUDGET FOR FISCAL YEAR 2017-18**

*General Manager Ramage provided a Staff report summarizing the annual Board Budget Workshop that took place on May 3, 2017 and including the consensus of the Board of Directors on various items.*

Director Carter requested a future feasibility study showing the District contracting out for landscaping services. She believes that more maintenance for District parks and facilities could be completed by relieving Park Staff from landscaping duties. Discussion took place regarding the pros and cons of the District contracting out landscaping and equipment rental services.

A member of the Berry Creek Community requested that there be a line item clarifying funds annually to go to outlining areas. There was an overall consensus of the Board of Directors to not add the line item to avoid limiting available funds to the various outlining communities.

Director Emberland moved to adopt RESOLUTION NO. 1350-17.

Director Noble seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1350-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE PRELIMINARY BUDGET FOR FISCAL YEAR 2017-18 WAS APPROVED BY A UNANIMOUS VOTE.**

**6. RESOLUTION NO. 1351-17: REVIEW REQUEST FROM BUTTE COUNTY TO DESIGNATE FEATHER FALLS COMMUNITY CENTER AND FORBESTOWN COMMUNITY HALL AS PUBLIC ASSEMBLY POINTS IN THE CASE OF AN EVACUATION IN THOSE AREAS**

*General Manager Ramage provided a Staff report including a summary of Butte County's request for Public Assembly Points and a revised resolution excluding the participation of the Feather Falls Community Center at the Feather Falls Executive Council's request.*

Director Noble moved to adopt RESOLUTION NO. 1351-17.

Director Carter seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1351-17: REQUEST FROM BUTTE COUNTY TO DESIGNATE FORBESTOWN COMMUNITY HALL AS A PUBLIC ASSEMBLY POINT IN THE CASE OF AN EVACUATION IN THAT AREA WAS APPROVED BY A UNANIMOUS VOTE.**

**7. RESOLUTION NO. 1352-17: ACKNOWLEDGEMENT OF COMPLETION OF NELSON COMPLEX IRRIGATION UPGRADES PROJECT FUNDED BY SUPPLEMENTAL BENEFITS GRANT AND DISTRICT GENERAL FUND**

Director Carter moved to adopt RESOLUTION NO. 1352-17.

Director Emberland seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1352-17: ACKNOWLEDGEMENT OF COMPLETION OF NELSON COMPLEX IRRIGATION UPGRADES PROJECT FUNDED BY SUPPLEMENTAL BENEFITS GRANT AND DISTRICT GENERAL FUND WAS APPROVED BY A UNANIMOUS VOTE.**

**8. RESOLUTION NO. 1353-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ADOPTING JUNE 3-11 AS CALIFORNIA INVASIVE SPECIES ACTION WEEK WITH INTENT TO ADVERTISE AND EDUCATE THE PUBLIC**

Director Fowler moved to adopt RESOLUTION NO. 1353-17.

Director Carter seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1353-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ADOPTING JUNE 3-11 AS CALIFORNIA INVASIVE SPECIES ACTION WEEK WITH INTENT TO ADVERTISE AND EDUCATE THE PUBLIC WAS APPROVED BY A UNANIMOUS VOTE.**

**NON-ACTION ITEMS**

April 2017 finance items were reviewed.

**DIRECTOR'S & COMMITTEE REPORTS**

**Committee reports:** *Supplemental Benefits Fund, Finance and Benefit Assessment District Oversight Committee (BAD), Park & Rec (update on Riverbend Park)*

**Director Noble** attended Feather Fiesta Days to promote the potential future of a botanical garden in Oroville. He also participated in a ride along with a local law enforcement officer. Director Noble noted he recommends installing an electronic gate at Riverbend Park for use after hours for patrols. Director Noble provided a brief update regarding the Park and Rec Committee meeting that took place on May 10<sup>th</sup>. He expressed gratitude to Staff and Melton Design Group for their efforts during the Riverbend assessment and restoration process.

Discussion took place towards offering a public forum for community members to ask questions and get involved with the restoration of Riverbend Park. There was Board consensus to offer the meeting when the assessments are completed and Phase I plans of the restoration are finalized.

**Chairperson Smith** noted her visit to Riverbend Park and attending Feather Fiesta Days.

**Directors Carter, Fowler, and Emberland** did not provide a report.

**General Manager Ramage** provided updates to the Board on the following items:

1. LAFCO (Butte Local Agency Formation Commission) Ballot
2. 2017 Fireworks Show: District Involvement
3. Implementing Funding Training in Sacramento (May 24<sup>th</sup>)

#### **STAFF REPORTS WERE REVIEWED**

#### **CORRESPONDENCE**

None at this time.

#### **UNFINISHED BUSINESS**

None at this time.

#### **BOARD ITEMS FOR NEXT AGENDA**

##### **PUBLIC HEARINGS**

- A. Final Budget
- B. Final Engineers Report
- C. Unallocated purchase request
- D. Vehicle Lease

**Chairperson Smith adjourned the meeting at 7:55pm.**



**DATE: JUNE 27, 2017**

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

**FROM: GENERAL MANAGER APRYL RAMAGE & BUSINESS MANAGER DEBORAH PELTZER**

**RE: FRRPD PUBLIC HEARING BUDGET FISCAL YEAR 2017-18**

**SUMMARY**

June 27, 2017 Public Hearing

**BUDGET OVERVIEW & BUDGET BY DEPARTMENTS**

**HEALTH INSURANCE RATES (Board of Director consensus)**

The District's current rate is \$525 per month per eligible employee. Recommendation is to increase the health insurance rate reimbursement for eligible employees to \$650/month.

**Financial impact to the 2017-18 District budget for employee benefits**

Current annual cost to the District \$88,200

With recommended increase \$109,200

*\*Added financial impact to the District in 2017/18 \$21,000*

**(5B-6B, 7C) IMPLEMENTATION OF FAIR WAGES PER MANDATE (Board of Director consensus 3% step scale for full time employees and a 0.25 increase step scale for part time employees )**

The 3% salary schedule has been included with projections of July-December 2017 and January-June 2018. A five year projection wage scale has also been included for reference. Note: this scale is set at step 1 of the pay scale and is subject to change depending on current District staffing needs.

**(8D) BENEFIT ASSESSMENT DISTRICT (BAD) BUDGET (Board of Director consensus max increase as recommended by the BAD Committee)**

2017-18 options for increase

Options	Zone A	Zone B	Addition to tax payers	Projected 2017-18	Addition of Funds
<b>MAX</b>	14.02	7.00	.42/.20	270,057	8,061.11



### **(9E) CIP BUDGET**

Options and funding sources for upcoming Capital Improvement Projects (CIP) in accordance with the 2017-18 fiscal year budget. *\*This list is subject to change depending on District needs.* Each project will require board approval at time of proposal. Staff completed research regarding utilization of Public Use Impact Fees. Response ensured that Public Use Impact Fees may be utilized for projects like the Foam Pit as long as *justification may be made that the pit isn't replacing other facility and it is increasing the capacity of the Activity Center and no other activities are being lost, only new capacity is being added.*

LEASING MAINTENANCE VEHICLES ((Board of Director consensus includes cost of leasing three vehicles at a cost of \$27K annually) Action to be taken at future board meeting.

### **(11G) IMPACT FEE-RESERVES-SURPLUS BUDGET**

#### **IMPACT FEES**

2017-18 fiscal budget ideas for utilization of impact fees include addition of a dog park at Nelson Complex (consistent public request), reserve birthday rings at Playtown USA (revenue source), and facility upgrades to Palermo Pool. Impact Fees may only be used for new construction purposes. Impact Fees may be used as matching grant funds leaving the option open to apply for grants in the 2017-18 fiscal year.

#### **RESERVE BUDGET**

Currently reserve total is \$244,594 at the county treasury. \$20K of these reserves is contingent for natural disaster emergencies (fire, flood, etc). \$40K is restricted for elections, \$30,000 for equipment replacement and \$166,594 in Reserve. In 2016-17 the District Board of Directors allocated \$40K for the 2017 elections that was unutilized. Also \$40K was Board of Director allocated for the foam pit project. Staff is recommending adding a total of \$100K to reserves from 2016-17 unallocated funds with an ultimate goal of adding funds annually to build a healthy District reserve. This addition of funds would bring total District reserves to \$364,594 with an unrestricted reserve of \$216,594. Utilization of District reserves requires a 4/5 vote of the board of directors. According to District policy reserves are to be used for contingencies such as:

- Cash flow requirements
- Economic uncertainties
- Local emergencies and natural disasters
- Loss of major revenue
- Unanticipated operating or capital expenditures
- Uninsured losses
- Future capital projects
- Vehicle and equipment replacements
- Capital asset and infrastructure repair and replacement

Ideally the District would build a General Reserve large enough to cover three months of projected operating costs. District policy recommends committing 1% of Program Revenue annually to reserves.





**POTENTIAL SURPLUS 2016-17 (Board of Director request resulted in bringing back additional information)**

- Bob Cat or Skid Steer with attachments up to \$55K

**ORGANIZATIONAL STRUCTURE**

Annually the District adopts an Organizational Structure chart that is in compliance with current job descriptions. There are no recommended changes to the 2017-18 Organizational Chart.

**PARK AND FACILITY GOALS**

At the January 2017 Annual Goals Workshop Special Board Meeting District Board of Directors adopted the Park and Facility Goals Annual Strategic Plan. Goals have been identified as completed or in progress.

**MASTER PLAN REVISIONS**

District Board of Directors and staff have actively been updating the Feather River Recreation and Park District Master Plan. This plan will cover items such as Fixed Asset Replacement Schedule, ADA Facility Upgrade Schedule, Organizational Development Schedule, Park Development for outlying areas and upgrades to current sites, Potential Impact Fee increases, Future Long Term Strategic Plans, Digital Archiving Plan (in process), ongoing Grant Opportunities, and ongoing Agency Agreements.



**FEATHER RIVER RECREATION  
& PARK DISTRICT**

**2017-18 PROPOSED BUDGET DOCUMENTS  
FOR PUBLIC HEARING**



**APPROVED 2017-18 FISCAL YEAR BUDGET SCHEDULE**

January 24, 2017 Regular Board Meeting -Approve 2017-18 Budget Schedule

February 1, 2017 Special Board Meeting-Annual Strategic Plan/Goals Setting Workshop

February 28, 2017 Regular Board Meeting - Resolution (Directing preparation of the Engineer's Report)

March 22, 2017 (Tentative) 10:00AM Benefit Assessment District Committee Meeting

May 3, 2017 Special Board Meeting (Board Budget Workshop)

May 23, 2017 Regular Board Meeting -Resolution (Approval of Preliminary Budget/Preliminary Engineer's Report)

June 27, 2017 Regular Board Meeting-Resolutions & Public Hearings (Appropriations Limitations/Final Engineers Report)

July 25, 2017 Regular Board Meeting- Resolution (Adoption of Final Budget)

July 31, 2017 submit final budget to Butte County

FRRPD PROPOSED BUDGET 2016-17	Audited 2015/16	Projected 2016/17	Budgeted 2016/17	Budget 2017/18
Ordinary Income/Expense	Actual	Estimated Actuals	Adopted Budget	Proposed
<b>Income</b>				
4100 - Tax Revenue	\$1,495,873	\$1,525,000	\$1,504,500	\$1,550,000
4150 - Tax Revenue (BAD)	\$242,255	\$253,134	\$261,517	\$270,057
4300 - Program Income	\$980,438	\$1,035,000	\$998,700	\$1,056,675
4350 - Discounts & Credits	(\$6,828)	(\$7,200)	(\$8,000)	(\$7,750)
<b>Total Tax/Program Income</b>	<b>\$2,711,738</b>	<b>\$2,805,934</b>	<b>\$2,756,717</b>	<b>\$2,868,982</b>
4400 - Donation & Fundraising Income	\$2,750	\$3,469	\$2,000	\$4,000
4500 Grant/Reimbursed Expense Income	\$61,512	\$37,942	\$2,000	\$35,000
4600 - Other Income	\$3,925	\$1,000		\$1,000
4900 - Interest Income	\$10,305	\$6,750	\$8,300	\$7,500
4905 - Interest Income - BAD	\$1,623	\$600	\$1,000	\$600
<b>Total Income</b>	<b>\$2,791,854</b>	<b>\$2,855,695</b>	<b>\$2,770,017</b>	<b>\$2,917,082</b>
<b>Expense</b>				
<b>Payroll Expenses</b>				
5010 - Wages & Salaries	\$1,038,244	\$1,225,860	\$1,299,713	\$1,407,893
5020 - Employer Taxes	\$108,844	\$128,153	\$129,346	\$141,657
5030 - Employee Benefits	\$100,314	\$121,043	\$138,629	\$154,558
5040 - Workers Comp	\$32,513	\$44,952	\$50,202	\$54,603
5060 Labor/Benefits CIP Projects	(\$14,680)	(\$14,000)	(\$8,000)	(\$25,000)
<b>Total 5000 - Payroll Expenses</b>	<b>\$1,265,236</b>	<b>\$1,506,008</b>	<b>\$1,609,890</b>	<b>\$1,733,711</b>
5031 GASB 68 Benefit Expense	\$12,904	\$17,609	\$16,500	\$26,275
5033 GASB Annual Audit Adjustment	(\$94,878)			
<b>Payroll w/ GASB Expense</b>	<b>\$1,183,262</b>	<b>\$1,523,617</b>	<b>\$1,626,390</b>	<b>\$1,759,986</b>
5100 - Advertising & Promotion	\$7,284	\$7,000	\$10,000	\$10,000
5110 - Bad Debt				
5120 - Bank Fees	\$12,877	\$13,500	\$9,000	\$14,000
5130 - Charitable Contributions	\$1,420	\$2,500	\$3,000	\$2,500
5140 - Copying & Printing	\$20,726	\$11,000	\$21,000	\$11,000
5155 Employment Screening		\$3,700	\$3,700	\$3,985
5160 - Dues, Mbrshps & Publications	\$12,913	\$11,700	\$12,000	\$12,000
5170 - Education & Development	\$4,687	\$5,250	\$5,500	\$12,000
5175 - Equipment Rental/Lease	\$2,772	\$7,000	\$4,450	\$31,000
<b>Total 5100-5175</b>	<b>\$62,680</b>	<b>\$61,650</b>	<b>\$68,650</b>	<b>\$96,485</b>
<b>Equipment, Tools &amp; Furn (&lt;\$2k)</b>				
5182 - Operating ET&F	\$2,309	\$2,000	\$5,000	\$3,700
5184 - Program ET&F	\$8,199	\$22,100	\$9,050	\$15,600
5186 - Site/Shop ET&F	\$25,924	\$20,000	\$19,000	\$14,000
5187 Technology ET&F		\$6,000	\$12,000	\$10,000
<b>Total 5180 - Equipment, Tools &amp; Furn (&lt;\$2k)</b>	<b>\$36,432</b>	<b>\$50,100</b>	<b>\$45,050</b>	<b>\$43,300</b>
5200 - Insurance	\$45,982	\$41,400	\$47,000	\$49,500
5210 - Interest Expense				
5220 - Miscellaneous Expense				
5225 - Postage & Delivery	\$1,841	\$3,225	\$2,300	\$3,500
<b>Total 5200-5225</b>	<b>\$47,823</b>	<b>\$44,625</b>	<b>\$49,300</b>	<b>\$53,000</b>
<b>Professional &amp; Outside Svcs</b>				
5232 - Accounting	\$33,245	\$23,000	\$25,000	\$30,000
5233 - Bands/Recreation	\$1,650	\$1,750	\$1,500	\$1,850
5234 - Board Stipends	\$10,700	\$10,800	\$12,000	\$12,000
5235 - Recreation Instructors	\$34,932	\$42,000	\$43,750	\$42,100
5236 - Legal	\$3,006	\$15,500	\$20,000	\$18,000
5237 - Contract Janitorial	\$49,580	\$60,080	\$49,600	\$71,000
Previously Other Outside Labor (gl5238)	\$36,761		\$0	
5239 Outside Admin & Consulting		\$53,500	\$91,000	\$27,000
<b>Total 5230 - Professional &amp; Outside Svcs</b>	<b>\$169,874</b>	<b>\$206,630</b>	<b>\$242,850</b>	<b>\$201,950</b>
5250 - Rent	\$1,642	\$2,200	\$3,200	\$2,200
<b>Total 5250</b>	<b>\$1,642</b>	<b>\$2,200</b>	<b>\$3,200</b>	<b>\$2,200</b>
<b>Repairs &amp; Maintenance</b>				
5261 - Building R&M	\$22,520	\$28,000	\$35,000	\$35,000
5262 - Equipment R&M	\$16,082	\$17,000	\$25,000	\$22,000
5263 - General R&M	\$26,763	\$22,000	\$30,000	\$30,000
5264 - Grounds R&M	\$61,926	\$27,000	\$65,000	\$45,000
5265 - Janitorial supplies	\$26,399	\$25,000	\$27,000	\$28,750
5266 - Vandalism Repair	\$11,488	\$17,000	\$12,000	\$15,000
5267 - Vehicle R&M	\$7,245	\$10,500	\$10,000	\$6,500

FRRPD PROPOSED BUDGET 2016-17	Audited 2015/16	Projected 2016/17	Budgeted 2016/17	Budget 2017/18
Ordinary Income/Expense	Actual	Estimated Actuals	Adopted Budget	Proposed
5268 Aquatics Pool R&M	\$18,479	\$44,000	\$20,000	\$45,000
5269 Outside Contractor R&M	\$0	\$19,500	\$6,000	\$20,000
<b>Total 5260 - Repairs &amp; Maintenance</b>	<b>\$190,903</b>	<b>\$210,000</b>	<b>\$230,000</b>	<b>\$247,250</b>
5270 - Security	\$5,371	\$6,000	\$6,000	\$8,000
<b>Total 5270</b>	<b>\$5,371</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$8,000</b>
<b>Supplies - Consumable</b>				
5281 Staff & Uniform Supplies		\$9,075	\$7,000	\$9,000
5282 - Office Supplies	\$5,677	\$6,000	\$6,500	\$6,500
5284 - Program Food	\$11,047	\$11,500	\$12,000	\$12,000
5286 - Program Supplies	\$15,586	\$21,500	\$18,000	\$22,000
5287 Safety Supplies	\$0	\$3,000	\$2,300	\$3,000
Previously Safety & staff Supplies (g 5288)	\$9,835		\$0	
5289 - Site Supplies	\$1,661	\$2,000	\$2,500	\$2,000
<b>Total 5280 - Supplies - Consumable</b>	<b>\$43,806</b>	<b>\$53,075</b>	<b>\$48,300</b>	<b>\$54,500</b>
5290 - Taxes, Lic., Notices & Permits	\$5,433	\$6,000	\$6,000	\$6,800
5300 - Telephone/Internet	\$10,738	\$11,750	\$11,000	\$14,000
<b>Total 5290-5300</b>	<b>\$16,170</b>	<b>\$17,750</b>	<b>\$17,000</b>	<b>\$20,800</b>
<b>Transportation, Meals &amp; Travel</b>				
5312 - Air, Lodging, Other Travel	\$1,592	\$2,275	\$2,000	\$3,000
5314 - Fuel	\$18,173	\$17,275	\$25,000	\$22,000
5316 - Meals	\$319	\$65	\$500	\$1,000
5318 - Mileage	\$4,043	\$3,000	\$4,800	\$3,000
<b>Total 5310 - Transportation, Meals &amp; Travel</b>	<b>\$24,126</b>	<b>\$22,615</b>	<b>\$32,300</b>	<b>\$29,000</b>
<b>5320 - Utilities</b>				
5322 - Electric	\$101,646	\$100,000	\$105,000	\$110,000
5324 - Garbage	\$20,330	\$17,500	\$21,000	\$23,000
5326 - Gas/Propane	\$3,849	\$7,750	\$4,100	\$8,000
5328 - Sewer	\$4,480	\$3,670	\$4,600	\$4,000
5329 - Water	\$104,755	\$83,250	\$110,000	\$100,000
<b>Total 5320 - Utilities</b>	<b>\$235,060</b>	<b>\$212,170</b>	<b>\$244,700</b>	<b>\$245,000</b>
<b>Total Expense</b>	<b>\$2,017,148</b>	<b>\$2,410,432</b>	<b>\$2,613,740</b>	<b>\$2,761,471</b>
<b>Net Ordinary Income Less Expenses</b>	<b>\$774,705</b>	<b>\$445,263</b>	<b>\$156,278</b>	<b>\$155,611</b>
Debt Interest Expense	\$131,750	\$124,695	\$124,695	\$117,429
<b>Total expenses including Debt Interest</b>	<b>\$2,791,854</b>	<b>\$2,855,695</b>	<b>\$2,770,018</b>	<b>\$2,917,082</b>
<b>Net Profit/(Loss) Year End</b>	<b>\$600,456</b>	<b>\$320,568</b>	<b>\$31,583</b>	<b>\$38,182</b>
* Depreciation is not a cash expense, but is included in the annual operating budget	\$509,519	\$525,000	\$525,000	\$530,000
Principle Loan Payment	\$206,000	\$214,436	\$214,436	\$220,735
<b>Following info used for reporting to County: Capital Improvement Projects per Board Policies requires Board Approval</b>				
<b>COUNTY RESERVES 2017-18</b>				<b>add to reserve 2017-18</b>
<b>Reserves</b>	<b>Reserve Balance 6/30/16</b>		<b>Reserve Balance 6/30/17</b>	<b>2017-18 Reserve Provision</b>
Imprest (Petty Cash, reallocated to \$1k every year)	\$ 1,000		\$ 1,000	\$ 1,000
Election Reserves (did not utilize \$40k in 2016 election, return to reserve 2017)	\$ 20,000		\$ 20,000	\$ 40,000
Reserves: 2016-17 transferred \$40k foam pit, used \$7k tennis courts, added \$7k year-end	\$ 213,594	\$ (40,000)	\$ 173,594	\$ 50,000
Equipment Reserves	\$ 30,000		\$ 30,000	\$ 50,000
General Reserve (Natutal Disaster)	\$ 20,000		\$ 20,000	
<b>County Budget 2017-18 Fixed Asset (mid-year adjustment if needed as Projects/Grants become available)</b>			<b>Fixed Asset total based on \$241k Project Fund Balance, plus \$26k Berry Creek Bathroom in progress, plus \$45k Bobcat purchase, Foam Pit Project \$65K</b>	
Fixed Assets General Fund county g/l 560 Fund 2600		\$ 138,000	\$ 286,950	\$ 377,000
Fixed Assets BAD Fund county g/l 560 Fund 2610		\$ 22,000	\$ 52,000	\$ 29,000
<b>County Reserve Fund and County Fixed Assets Budget 2017-18</b>				
<b>Total Balance 7/1/17</b>				
<b>\$1,000 Imprest</b>				
<b>60,000 Reserve Elections</b>				
<b>\$223,594 Reserve Unassigned</b>				
<b>\$80,000 Reserve Equipment</b>				
<b>\$20,000 General Reserve Natural Disaster</b>				
<b>\$377,000 Projects TBA Fixed Asset total subject to change during f/year</b>				
<b>\$29,000 BAD Fixed Asset: Skatepark Fence Carryover</b>				

FRRPD: 2017-18 BUDGET BY DEPT		GE1-Gen Op	GE3- Maint	Recreation AQUATICS	Recreation CLASSES	Recreation SPORTS YOUTH/ADULT	TOTAL RECREATION	EVENTS	RENTALS	TOTAL GYMNASISTICS	TOTAL SCHOOL/CAMP	
		ADMIN & IMPACT	MAINT & BAD	AQ-Aquatics	CL-Classes	SPORTS	TOTAL CLASS, AQUATIC, SPORTS	Total EV-Events	Total RE-Rentals	TOTAL GYM	Total SC-School	TOTAL BUDGET 17-18
<b>Ordinary Income/Expense</b>												
<b>Income</b>												
	4100 · Tax Revenue	1,550,000		0	0	0	0	0	0	0	0	1,550,000
	4150 · Tax Revenue (BAD)		270,057	0	0	0	0	0	0	0	0	270,057
	4350 · Discounts & Credits			0	(750)	0	(750)	0	0	(3,500)	(3,500)	(7,750)
	4300 · Program Income - Other			42,000	107,500	92,900	242,400	6,275	18,000	343,000	447,000	1,056,675
	<b>Total Tax and Program Income</b>	<b>1,550,000</b>	<b>270,057</b>	<b>42,000</b>	<b>106,750</b>	<b>92,900</b>	<b>241,650</b>	<b>6,275</b>	<b>18,000</b>	<b>339,500</b>	<b>443,500</b>	<b>2,868,982</b>
	4400 · Donation & Fundraising Income	500		0	0	0	0	3,500	0	0	0	4,000
	4500 · Grant/Reimbursed Expenses Income	34,000		0	0	0	0	1,000	0	0	0	35,000
	4600 · Other Income	1,000		0	0	0	0	0	0	0	0	1,000
	4900 · Interest Income	7,500		0	0	0	0	0	0	0	0	7,500
	4905 · Interest Income - BAD		600	0	0	0	0	0	0	0	0	600
	<b>Total Income</b>	<b>1,593,000</b>	<b>270,657</b>	<b>42,000</b>	<b>106,750</b>	<b>92,900</b>	<b>241,650</b>	<b>10,775</b>	<b>18,000</b>	<b>339,500</b>	<b>443,500</b>	<b>2,917,082</b>
<b>Gross Profit</b>												
	<b>Total Income</b>	<b>1,593,000</b>	<b>270,657</b>	<b>42,000</b>	<b>106,750</b>	<b>92,900</b>	<b>241,650</b>	<b>10,775</b>	<b>18,000</b>	<b>339,500</b>	<b>443,500</b>	<b>2,917,082</b>
<b>Expense</b>												
	5000 · Payroll Expenses			0	0	0	0	0	0	0	0	0
	5010 · Wages & Salaries	345,774	387,389	38,679	34,000	46,791	119,470	9,426	0	209,066	336,768	1,407,893
	5020 · Employer Taxes	31,009	36,579	5,357	4,461	6,480	16,298	938	0	22,937	33,896	141,657
	5030 · Employee Benefits	56,054	64,901	0	0	0	0	0	0	11,899	21,704	154,558
	5040 · Workers Comp	5,378	35,407	1,288	670	922	2,880	186	0	4,119	6,633	54,603
	5060 · Labor/Benefits CIP Projects	0	(25,000)	0	0	0	0	0	0	0	0	(25,000)
	<b>Total 5000 · Payroll Expenses</b>	<b>438,215</b>	<b>499,276</b>	<b>45,324</b>	<b>39,131</b>	<b>54,193</b>	<b>138,648</b>	<b>10,550</b>	<b>0</b>	<b>248,020</b>	<b>399,001</b>	<b>1,733,710</b>
	5031 · GASB 68 Benefit Expense	26,275		0	0	0	0	0	0	0	0	26,275
	5033 Annual GASB Auditor Adj			0	0	0	0	0	0	0	0	0
	<b>TOTAL PAYROLL WITH GASB</b>	<b>464,490</b>	<b>499,276</b>	<b>45,324</b>	<b>39,131</b>	<b>54,193</b>	<b>138,648</b>	<b>10,550</b>	<b>0</b>	<b>248,020</b>	<b>399,001</b>	<b>1,759,985</b>
	5100 · Advertising & Promotion	9,300		0	0	0	0	700	0	0	0	10,000
	5110 Bad Debt			0	0	0	0	0	0	0	0	0
	5120 · Bank Fees	14,000		0	0	0	0	0	0	0	0	14,000
	5130 · Charitable Contributions	2,500		0	0	0	0	0	0	0	0	2,500
	5140 · Copying & Printing	11,000		0	0	0	0	0	0	0	0	11,000
	5155 Employment Screen	452	678	408	272	340	1,020	0	0	204	1,631	3,985
	5160 · Dues, Mbrshps & Publications	12,000		0	0	0	0	0	0	0	0	12,000
	5170 · Education & Development	4,300	2,500	1,200	0	0	1,200	0	0	2,500	1,500	12,000
	5175 · Equipment Rental/Lease		29,900	0	0	0	0	1,100	0	0	0	31,000
	5180 · Equipment, Tools & Furn (<\$2k)			0	0	0	0	0	0	0	0	0
	5182 · Operating ET&F	2,000	1,000	200	0	0	200	0	0	400	100	3,700
	5184 · Program ET&F	0		1,250	550	3,500	5,300	1,500	0	5,000	3,800	15,600
	5186 · Site/Shop ET&F		14,000	0	0	0	0	0	0	0	0	14,000
	5187 Technology	6,300	2,000	0	0	0	0	0	0	1,500	200	10,000
	<b>Total 5180 · Equipment, Tools &amp; Furn (&lt;\$2k)</b>	<b>8,300</b>	<b>17,000</b>	<b>1,450</b>	<b>550</b>	<b>3,500</b>	<b>5,500</b>	<b>1,500</b>	<b>0</b>	<b>6,900</b>	<b>4,100</b>	<b>43,300</b>
	5200 · Insurance	22,500	20,000	0	0	0	0	0	0	7,000	0	49,500
	5210 Interest Expense			0	0	0	0	0	0	0	0	0
	5225 · Postage & Delivery	3,500		0	0	0	0	0	0	0	0	3,500
	5230 · Professional & Outside Svcs			0	0	0	0	0	0	0	0	0
	5232 · Accounting	30,000		0	0	0	0	0	0	0	0	30,000
	5233 · Bands/Recreation			0	0	0	0	1,850	0	0	0	1,850
	5234 · Board Stipends	12,000		0	0	0	0	0	0	0	0	12,000
	5235 · Recreation Instructors			2,400	33,700	6,000	42,100	0	0	0	0	42,100
	5236 · Legal	18,000		0	0	0	0	0	0	0	0	18,000
	5237 · Contract Janitorial		71,000	0	0	0	0	0	0	0	0	71,000
	5239 · Outside Admin Consulting	13,000	14,000	0	0	0	0	0	0	0	0	27,000
	<b>Total 5230 · Professional &amp; Outside Svcs</b>	<b>73,000</b>	<b>85,000</b>	<b>2,400</b>	<b>33,700</b>	<b>6,000</b>	<b>42,100</b>	<b>1,850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>201,950</b>
	5250 · Rent		2,200	0	0	0	0	0	0	0	0	2,200
	5260 · Repairs & Maintenance			0	0	0	0	0	0	0	0	0
	5261 · Building R&M		35,000	0	0	0	0	0	0	0	0	35,000
	5262 · Equipment R&M		20,000	0	0	0	0	0	0	2,000	0	22,000
	5263 · General R&M		30,000	0	0	0	0	0	0	0	0	30,000
	5264 · Grounds R&M		45,000	0	0	0	0	0	0	0	0	45,000
	5265 · Janitorial Supplies		28,000	0	0	0	0	0	0	750	0	28,750
	5266 · Vandalism Repair		15,000	0	0	0	0	0	0	0	0	15,000
	5267 · Vehicle R&M		6,500	0	0	0	0	0	0	0	0	6,500
	5268 · Aquatics Pool R&M		45,000	0	0	0	0	0	0	0	0	45,000
	5269 · Outside Contractor R&M		20,000	0	0	0	0	0	0	0	0	20,000
	<b>Total 5260 · Repairs &amp; Maintenance</b>	<b>0</b>	<b>244,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,750</b>	<b>0</b>	<b>247,250</b>
	5270 · Security		8,000	0	0	0	0	0	0	0	0	8,000

FRRPD: 2017-18 BUDGET BY DEPT		GE1-Gen Op	GE3- Maint	Recreation AQUATICS	Recreation CLASSES	Recreation SPORTS YOUTH/ADULT	TOTAL RECREATION	EVENTS	RENTALS	TOTAL GYMNASTICS	TOTAL SCHOOL/CAMP	
		ADMIN & IMPACT	MAINT & BAD	AQ-Aquatics	CL-Classes	SPORTS	TOTAL CLASS, AQUATIC, SPORTS	Total EV-Events	Total RE-Rentals	TOTAL GYM	Total SC-School	TOTAL BUDGET 17-18
	5280 · Supplies - Consumable			0	0	0	0	0	0	0	0	0
	5281 · Staff & Uniform Supplies	1,400	5,000	1,500	0	700	2,200	0	0	0	400	9,000
	5282 · Office Supplies	6,500		0	0	0	0	0	0	0	0	6,500
	5284 · Program Food			0	100	0	100	550	0	300	11,050	12,000
	5286 · Program Supplies	0		1,000	650	7,500	9,150	2,080	0	4,200	6,570	22,000
	5287 · Safety Supplies	0	1,900	700	0	300	1,000	100	0	0	0	3,000
	5289 · Site Supplies		2,000	0	0	0	0	0	0	0	0	2,000
	Total 5280 · Supplies - Consumable	7,900	8,900	3,200	750	8,500	12,450	2,730	0	4,500	18,020	54,500
	5290 · Taxes, Lic., Notices & Permits	6,000		0	0	0	0	0	0	0	800	6,800
	5300 · Telephone/Internet	8,780	3,900	0	0	0	0	0	0	480	840	14,000
	5310 · Transportation, Meals & Travel			0	0	0	0	0	0	0	0	0
	5312 · Air, Lodging, Other Travel	2,000	250	0	0	0	0	0	0	750	0	3,000
	5314 · Fuel		21,500	0	0	0	0	0	0	0	500	22,000
	5316 · Meals	700		0	0	0	0	0	0	300	0	1,000
	5318 · Mileage	2,125	250	50	0	100	150	225	0	150	100	3,000
	Total 5310 · Transportation, Meals & Travel	4,825	22,000	50	0	100	150	225	0	1,200	600	29,000
	5320 · Utilities			0	0	0	0	0	0	0	0	0
	5322 · Electric	8,750	75,000	0	5,950	0	5,950	0	0	7,700	12,600	110,000
	5324 · Garbage	1,225	17,750	0	833	0	833	0	0	1,428	1,764	23,000
	5326 · Gas/Propane	687	5,250	0	468	0	468	0	0	605	990	8,000
	5328 · Sewer	0	4,000	0	0	0	0	0	0	0	0	4,000
	5329 · Water	1,625	93,500	0	1,105	0	1,105	0	0	1,430	2,340	100,000
	Total 5320 · Utilities	12,287	195,500	0	8,356	0	8,356	0	0	11,163	17,694	245,000
	Total Expense	665,134	1,139,354	54,032	82,759	72,633	209,424	18,655	0	284,718	444,186	2,761,471
	Net Ordinary Income Loss/Gain	927,866	(868,697)	(12,032)	23,991	20,267	32,226	(7,880)	18,000	54,783	(685)	155,613
	Other Income/Expense			0	0	0	0	0	0	0	0	0
	Other Income			0	0	0	0	0	0	0	0	0
	4200 · Impact Fee Income	0		0	0	0	0	0	0	0	0	0
	4910 · Interest Income - Impact Fees	0		0	0	0	0	0	0	0	0	0
	9900 · Gain/(Loss) on Asset disposal			0	0	0	0	0	0	0	0	0
	Total Other Income	0	0	0	0	0	0	0	0	0	0	0
	Other Expense			0	0	0	0	0	0	0	0	0
	7210 · Debt Interest Expense	15,679		0	23,481	0	23,481	0	0	52,180	26,090	117,429
	Total Other Expense	15,679	0	0	23,481	0	23,481	0	0	52,180	26,090	117,429
	Net Other Income	(15,679)	0	0	(23,481)	0	(23,481)	0	0	(52,180)	(26,090)	(117,429)
	Net Profit/Loss	912,187	(868,697)	(12,032)	510	20,267	8,745	(7,880)	18,000	2,603	(26,777)	38,182







**FRRPD 2017-18 Full Time Pay Scale**

July 2017-December 2017

3% Step Scale July 2017-Dec 2017

3%

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Merit 1	Merit 2	Merit 3	Merit 4	Merit 5
General Manager	contract									
Executive Assistant	\$ 16.00	\$ 16.48	\$ 16.97	\$ 17.48	\$ 18.01	\$ 18.55	\$ 19.10	\$ 19.68	\$ 20.27	\$ 20.88
Business Manager	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Recreation Supervisor	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Recreation Coordinator	\$ 14.00	\$ 14.42	\$ 14.85	\$ 15.30	\$ 15.76	\$ 16.23	\$ 16.72	\$ 17.22	\$ 17.73	\$ 18.27
Gymnastics Director	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Director of Children Services	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Assistant Director-Children Services	\$ 14.00	\$ 14.42	\$ 14.85	\$ 15.30	\$ 15.76	\$ 16.23	\$ 16.72	\$ 17.22	\$ 17.73	\$ 18.27
Park Supervisor	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Maintenance Worker III	\$ 20.00	\$ 20.60	\$ 21.22	\$ 21.85	\$ 22.51	\$ 23.19	\$ 23.88	\$ 24.60	\$ 25.34	\$ 26.10
Maintenance Worker II	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Maintenance Worker I	\$ 14.00	\$ 14.42	\$ 14.85	\$ 15.30	\$ 15.76	\$ 16.23	\$ 16.72	\$ 17.22	\$ 17.73	\$ 18.27

**FRRPD 2017-18 Full Time Pay Scale**

3% Step Scale Jan 2018- June 2018

3%

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Merit 1	Merit 2	Merit 3	Merit 4	Merit 5
General Manager	contract									
Executive Assistant	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Business Manager	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Recreation Supervisor	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Recreation Coordinator	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57
Gymnastics Director	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Director of Children Services	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Assistant Director-Children Services	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57
Park Supervisor	\$ 23.00	\$ 23.69	\$ 24.40	\$ 25.13	\$ 25.89	\$ 26.66	\$ 27.46	\$ 28.29	\$ 29.14	\$ 30.01
Maintenance Worker III	\$ 20.00	\$ 20.60	\$ 21.22	\$ 21.85	\$ 22.51	\$ 23.19	\$ 23.88	\$ 24.60	\$ 25.34	\$ 26.10
Maintenance Worker II	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Maintenance Worker I	\$ 14.00	\$ 14.42	\$ 14.85	\$ 15.30	\$ 15.76	\$ 16.23	\$ 16.72	\$ 17.22	\$ 17.73	\$ 18.27

FRRPD starting wage 5 year projection

Fair Wage Mandatory Increase      \$                    11.00    \$                    12.00    \$                    13.00    \$                    14.00    \$                    15.00

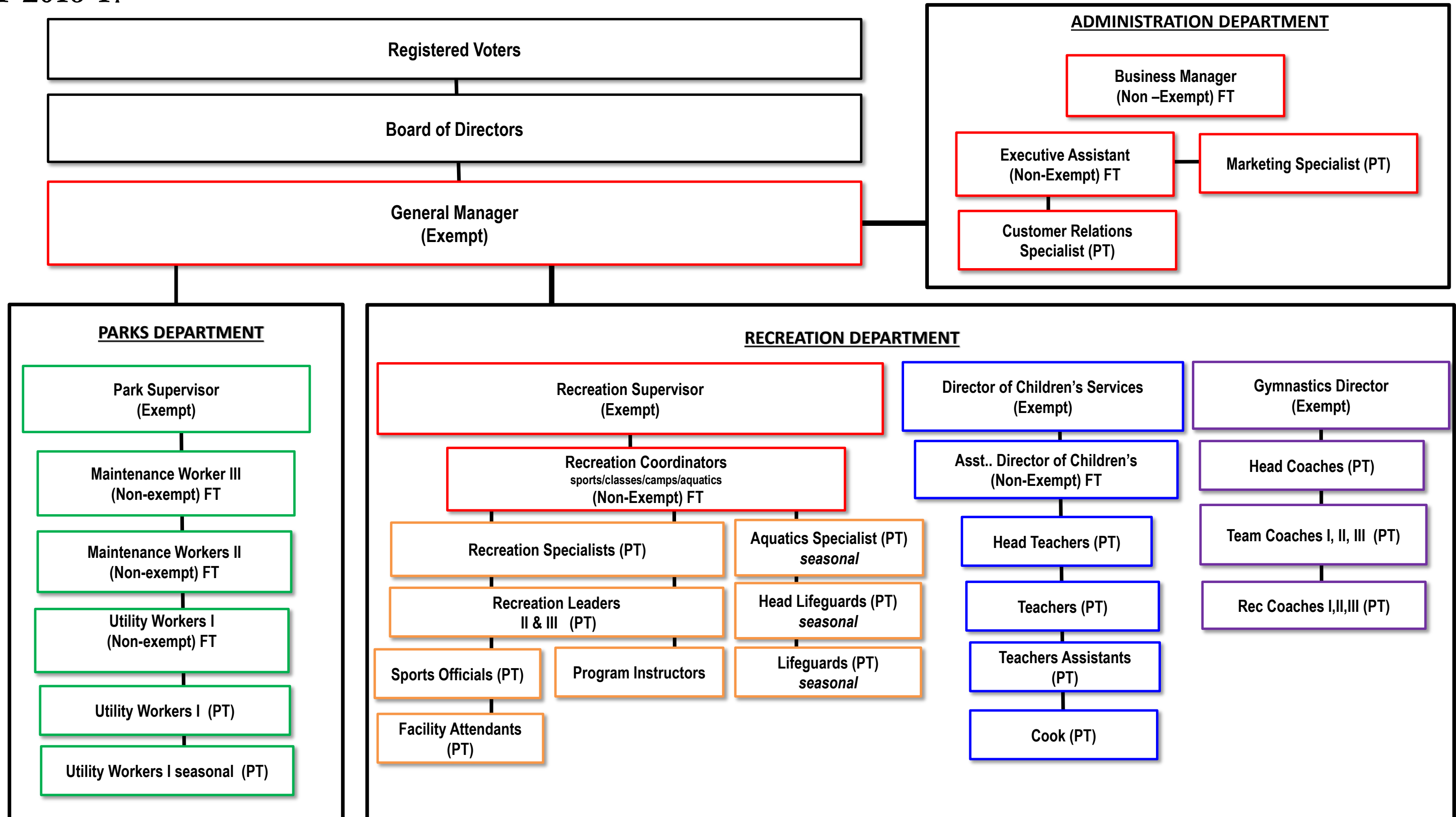
Please note: This isn't a budget document. All projections are based on Step 1 of the pay scale, using staffing levels as of 4.30.17 and working max hours

**TOTAL DISTRICT COST: GROSS WAGES + P/R EXPENSE**

Department	2017-18	2018-19	2019-20	2020-21	2021-22
Admin Dept	\$ 423,387	\$ 442,968	\$ 475,646	\$ 505,818	\$ 534,397
Gym Dept	\$ 344,878	\$ 361,269	\$ 380,261	\$ 396,967	\$ 415,712
Maintenance Dept	\$ 413,955	\$ 435,972	\$ 466,605	\$ 497,310	\$ 528,088
Preschool/Camp	\$ 432,706	\$ 449,118	\$ 484,095	\$ 518,627	\$ 553,972
Recreation/Aquatics	\$ 379,990	\$ 409,900	\$ 443,989	\$ 478,078	\$ 512,166
<b>Total</b>	<b>\$ 1,994,917</b>	<b>\$ 2,099,228</b>	<b>\$ 2,250,595</b>	<b>\$ 2,396,801</b>	<b>\$ 2,544,336</b>
<b>Annual increase</b>	<b>Annual addt'l increase</b>	<b>\$ 104,311</b>	<b>\$ 151,368</b>	<b>\$ 146,205</b>	<b>\$ 147,535</b>

FY 2016-17

# Feather River Recreation & Park District Organizational Structure



FRRPD BAD BUDGET 2017-18	2015-16 BAD Budget	2016-17 BAD Budget	2017-18 BAD Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4100 · Tax Revenue			
4150 · Tax Revenue (BAD)	\$ 247,417	\$261,517	\$270,057
4905 · Interest Income - BAD			\$600
<b>Total Income</b>	<b>\$ 247,417</b>	<b>\$261,517</b>	<b>\$270,657</b>
<b>Expense</b>			
<b>Payroll Expenses</b>			
5010 · Wages & Salaries	\$ 284,588	\$341,681	\$387,389
5020 · Employer Taxes	\$ 36,996	\$31,705	\$36,579
5030 · Employee Benefits	\$ 32,728	\$58,835	\$64,901
5040 · Workers Comp	\$ 14,229	\$31,230	\$35,407
Less Labor/CIP projects			-\$25,000
<b>Total Payroll Expenses</b>	<b>\$ 368,541</b>	<b>\$463,451</b>	<b>\$499,276</b>
5055 Pre Employment Drug Screen		\$452	\$678
5170 Education Training/Travel			\$3,000
5314 · Fuel	\$ 30,000	\$24,000	\$21,500
5200 · Insurance	\$ 19,000	\$20,000	\$20,000
5239 Outside Admin Consulting	\$ 14,000	\$14,000	\$14,000
5269 · Other Outside Contractor	\$ 7,175	\$11,000	\$20,000
5237 - Contract Janitorial	\$ 48,000	\$50,000	\$71,000
5250 Rent			\$2,200
5175 · Equipment Rental/Lease	\$ 3,215	\$4,450	\$29,900
5180 · Equipment, Tools & Furn (<\$2k)	\$ 4,500	\$14,000	\$17,000
5261 · Building R&M	\$ 32,500	\$35,000	\$35,000
5262 · Equipment R&M	\$ 25,000	\$25,000	\$20,000
5263 · General R&M	\$ 10,000	\$30,000	\$30,000
5264 · Grounds R&M *	\$ 70,000	\$65,000	\$45,000
5265 · Janitorial Supplies	\$ 23,000	\$25,000	\$28,000
5266 · Vandalism Repair	\$ 12,000	\$12,000	\$15,000
5268 Aquatics Pool			\$45,000
5267 · Vehicle R&M	\$ 15,000	\$10,000	\$6,500
<b>Total Repairs/Maintenance/Parts &amp; Supplies</b>	<b>\$ 313,390</b>	<b>\$339,902</b>	<b>\$423,778</b>
5270 Security			\$8,000
5281 Staff and Uniform Supplies			\$5,000
5287 Safety Supplies			\$1,900
5289 Site Supplies			\$2,000
5300 · Telephone	\$ 2,400	\$2,400	\$3,900
5322 · Electric	\$ 57,990	\$60,000	\$75,000
5324 · Garbage	\$ 13,800	\$15,000	\$17,750
5326 · Gas/Propane	\$ 2,000	\$1,500	\$5,250
5328 · Sewer	\$ 5,000	\$4,600	\$4,000
5329 · Water	\$ 101,500	\$97,000	\$93,500
<b>Total Misc and Utilities</b>	<b>\$ 182,690</b>	<b>\$180,500</b>	<b>\$216,300</b>
<b>Total Expense</b>	<b>\$ 864,621</b>	<b>983,853</b>	<b>\$1,139,354</b>
<b>Net Profit (Loss)</b>	<b>(617,204)</b>	<b>(722,336)</b>	<b>(868,697)</b>
<b>Other Sources/(uses) of funds (contingency)</b>	10,000	10,000	\$10,000
<b>Applied unspent BAD dollars in bank from previous years</b>	\$ 70,847	\$0	\$29,000
<b>% of maintenance covered by General Fund</b>	71%	73%	76%
<b>Capitol Projects as listed in Engineers Report</b>	\$ 36,509	34,448	\$58,000
*Ongoing soccer field maintenance at RB	11,448	11,448	\$11,448
Bedrock Tennis Court light pole replacement		In process	
Palremo Pool ADA retrofit restrooms		Unfinished 2016/17	\$50,000
Gravel to Palermo Parking Lots			\$8,000
* Grounds R&M includes the budgeted \$11,448 for soccer field maintenance that appears on the EIR			

FEATHER RIVER RECREATION & PARK DISTRICT PROPOSED 2017-18 CIP/FIXED ASSETS

SITE	PROJECT	FUNDING SOURCE	COST	BOD ADOPTED PLAN	*Anticipated available funding 2017-18			Used as is
PALERMO PARK	Irrigation/Drainage	General Fund	\$ 15,000	YES	GENERAL FUND			\$234,000
	Gravel to parking lots	BAD	\$ 8,000	YES	IPF		\$241,000	\$241,000
	Septic repairs/replace	General Fund	\$ 15,000	YES	BAD			\$58,000
PALERMO POOL	Shade structure	AQUATICS IMPACT FEES	\$ 35,000	YES	IMPACT	Parkland	\$201,000	\$85,000
	Restroom roof	PARKLAND IMPACT FEES	\$ 50,000	NO		Aquatics	\$35,000	\$35,000
	Restroom upgrades (ADA)	BAD	\$ 50,000	YES		Public Use	\$64,000	\$51,000
NELSON COMPLEX	Dog park	PARKLAND IMPACT FEES	\$ 35,000	NO				
NELSON POOL	Resurface & repairs	IPF or Grant	\$ 175,000	YES	*IPF: Improvement Project Fund			
	Chemical Feed/Sand Filters	IPF or Grant & General Fund	\$ 150,000	YES	*BAD: Benefit Assessment District Funds-focused on lighting, ADA retrofit and field maintenance			
ACTIVITY CENTER	Shade structure -Pre School	General Fund	\$ 5,500	YES	*Impact Fees-New construction only			
	Tumble trak bed	General Fund	\$ 5,000	NO	*General Fund allocation includes \$100K fro Nelson Pool repairs			
	<i>Committed 2015-16-17</i>	Foam pit committed	\$ 65,000	YES	*Committed			
	<i>Committed 2016-17</i>	Foam pit committed	\$ 25,000	YES				
						<b>Total</b>		<b>\$690,500</b>

## FEATHER RIVER RECREATION &amp; PARK DISTRICT 2017-18 FUND BUDGETS

2017-18 PROPOSED IMPACT FEES	Balance: 5/31/17	2017-18 ANTICIPATED	PROJECTED	PROPOSED
Parklands	\$ 159,627	\$ 50,000	\$ 209,627	
Public Use	\$ 51,878	\$ 10,000	\$ 61,878	
Aquatics	\$ 26,210	\$ 10,000	\$ 36,210	
<b>TOTAL</b>	<b>\$ 237,715</b>	<b>\$ 70,000</b>	<b>\$ 288,000</b>	
<b>POTENTIAL PROJECTS</b>				
	<b>PARKLANDS</b>	Dog Park - Nelson	Public request	\$ 35,000
	<b>PARKLANDS</b>	Restroom roof Palermo Pool	Public safety	\$ 50,000
	<b>PUBLIC USE</b>	Birthday Rings at Playtown USA (3)	Revenue source	\$ 55,000
	<b>PUBLIC USE</b>	Foam Pit	Option	\$ 35,750
	<b>PUBLIC USE</b>	Berry Creek restroom	Committed	\$ 26,000
	<b>AQUATICS</b>	Shade structure -Palermo	Revenue source	\$ 35,000
<b>TOTAL</b>				<b>\$ 261,000</b>
<b>RESERVE BUDGET</b>				
		<b>CURRENT 2016-17 BALANCE</b>	<b>2017-18 BUDGET</b>	<b>TOTAL RESERVES</b>
Election Reserves		\$ 20,000	\$ 40,000	\$ 60,000
General Reserves (ER Natural Disaster)	Emergency use (fire, flood, etc)	\$ 20,000	\$ -	\$ 20,000
Equipment Reserve	Replacement reserve	\$ 30,000	\$ 50,000	\$ 80,000
Reserve	\$40K removed in 2016-17 for foam pit	\$ 173,594	\$ 50,000	\$ 223,594
Petty Cash Reserve, annual reallocation \$1k every year- Imprest Cash		\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL</b>		<b>\$ 244,594</b>	<b>\$ 141,000</b>	<b>\$ 385,594</b>
<b>Restricted Reserves (ER,Elections,Imprest)</b>				<b>\$ (81,000)</b>
				<b>\$ 304,594</b>
<b>IMPROVEMENT PROJECT FUND</b>				
Exhibit B page B-1 of Lease Agreement Loan Documents		<b>\$241,000</b>		<b>\$ 241,000</b>
	(Projects will consist of the replacmeent of aging playground equipment, repair and upgrades to existing swimming pools and pool filtration equipment, upgrades to softball fields including improved playing fields and upgraded irrigation.)			
<b>POTENTIAL 2016-17 UNALLOCATED FUNDS</b>				
BobCat with attachments	Requested purchase 2016-17			\$45,000
Move to reserve 2017-18				\$100,000
Foam Pit (allocated in the General Fund-not spent 2015-16-17)	Committed 2015-16-17			\$ 65,000
General Fund				\$ 12,000
<b>RIVERBEND PARK INSURANCE DEDUCTIBLE</b>	Priority			<b>\$ 250,000</b>

**FEATHER RIVER RECREATION & PARK DISTRICT BOARD OF DIRECTORS  
2017 APPROVED PRIORITIZED ANNUAL STRATEGIC PLAN**

**Items added to the 2017-18 CIP/Fixed Assets List or completed/ in process**

**PALERMO PARK**

1. Update pool restrooms ADA with new fixtures, roof and improved drainage (CIP list 2017-18)
2. Pool shade area (CIP list 2017-18)
3. Park irrigation repairs, drainage repairs (CIP list 2017-18)
4. Gravel to parking areas (CIP list 2017-18)
5. Septic repairs, leach line repairs (CIP list 2017-18)
6. ADA upgrades to park restrooms
7. Barbecues at pool area (completed)
8. Sycamore tree planting

**BEDROCK SKATE & BIKE PARK/TENNIS COURTS**

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

**PLAYTOWN USA**

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

**NELSON COMPLEX & POOL**

1. Pool repairs (resurface, chemical feeds, sand filters) (CIP list 2017-18)
2. Electrical panel upgrade
3. Fence upgrades and repairs (ball fields)
4. Backstop replacement (CIP list 2017-18)
5. Lock up dugouts
6. Updated signage
7. Mounted bases

**ACTIVITY CENTER**

1. Storage for departments (storage units on site) (completed)
2. Parking reconfiguration
3. LED lighting interior
4. Roof repairs (leaks) (ongoing maintenance)
5. Karate room flooring replaced (CIP list 2017-18)
6. Foam pit (RFP in process)
7. Landscape fence border and add irrigation (in process)
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)(completed)
2. Lock up dugouts/ backstop replacements (throughout)
3. Irrigation upgrades/controllers
4. Restroom wall partition (in process)
5. Drinking fountain upgrades

**MLK PARK**

1. ADA upgrades to restrooms, new fixtures (CIP list 2017-18-cost needed)
2. Electrical panel replacement
3. Checkerboards painted on tables (in process)
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

*\*Riverbend Park removed from this list due to 2017 restoration*





**FEATHER RIVER RECREATION AND PARK  
DISTRICT**  
**PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT**

**ENGINEER'S REPORT**

FISCAL YEAR 2017-18

JUNE 2017

PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972  
AND ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

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## FEATHER RIVER RECREATION AND PARK DISTRICT

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### BOARD OF DIRECTORS

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

### GENERAL MANAGER

Apryl Ramage

### BUSINESS MANAGER

Deborah Peltzer

### DISTRICT LEGAL COUNSEL

Jeff Carter

### ENGINEER OF WORK

SCI Consulting Group  
Lead Assessment Engineer, John Bliss, M.Eng., P.E.

**TABLE OF CONTENTS**

---

**INTRODUCTION ..... 1**

    OVERVIEW ..... 1

    ASSESSMENT PROCESS ..... 2

    LEGAL ANALYSIS ..... 3

    COMPLIANCE WITH CURRENT LAW ..... 5

**PLANS & SPECIFICATIONS ..... 6**

**FISCAL YEAR 2017-18 ESTIMATE OF COST AND BUDGET ..... 8**

    INTRODUCTION ..... 8

    SUMMARY OF PARK DISTRICT'S IMPROVEMENT PLANS ..... 8

    BUDGET FOR FISCAL YEAR 2017-18 ..... 9

**METHOD OF APPORTIONMENT ..... 12**

    OVERVIEW OF APPORTIONMENT ..... 12

    DISCUSSION OF BENEFIT ..... 12

    BENEFIT FACTORS ..... 13

    BENEFIT FINDING ..... 15

    GENERAL VERSUS SPECIAL BENEFIT ..... 15

    CALCULATING GENERAL BENEFIT ..... 16

    ZONES OF BENEFIT ..... 19

    APPORTIONMENT ..... 20

    ASSESSMENT APPORTIONMENT ..... 22

    DURATION OF ASSESSMENT ..... 25

    APPEALS AND INTERPRETATION ..... 25

**ASSESSMENT ..... 27**

**APPENDICES ..... 30**

    APPENDIX A – ASSESSMENT DIAGRAM ..... 31

    APPENDIX B – ASSESSMENT ROLL, FY 2017-18 ..... 33

**LIST OF FIGURES**

---

FIGURE 1 – ESTIMATE OF COST, FISCAL YEAR 2017-18 ..... 10  
FIGURE 2 – SUMMARY COST ESTIMATE ..... 27

**LIST OF TABLES**

---

TABLE 1 - RESIDENTIAL DENSITY AND ASSESSMENT BENEFIT FACTORS..... 22

TABLE 2 - POPULATION AND ASSESSMENT BENEFIT FACTORS..... 23

TABLE 3 - COMMERCIAL/INDUSTRIAL DENSITY AND ASSESSMENT FACTORS ..... 24

## INTRODUCTION

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### OVERVIEW

The Feather River Recreation and Park District (the "Park District") was formed in 1952 to provide recreation and park services to the residents of the City of Oroville and surrounding communities for its service area of 31,461 parcels. (For locations of the Park District's facilities, see the Diagram following in this Report.)

The Park District's parks are summarized as follows:

- Bedrock Skate and Bike Park
- Berry Creek Park (leased from Pioneer Union)
- MLK Park
- Palermo Park
- Playtown Park
- Riverbend Park
- Forbestown Park

The Park District's facilities are summarized as follows:

- Activity Center (Including leased property behind the Center)
- Bedrock Tennis Courts
- Feather River Bike Trail (west of nature center)
- Forbestown Hall
- Gary Nolan Baseball Complex
- Nelson Pool
- Nelson Complex
- Palermo Pool
- Palermo Community Center
- Yuba Feather Museum (leased to Yuba Historical Society)

Since 1992 funding for local parks and recreation decreased significantly due to the shift of local property taxes to the State, causing a cumulative Park District loss of more than \$1.3 million by 2002.

Due to the drastic cut in funding, and limited revenues from other sources, a serious gap developed between the Park District's available revenue and the actual cost of park maintenance and improvement. Therefore, in absence of a new local revenue source, the baseline level of park and recreation facilities in the Park District (the "Baseline Service") prior to 2002 was a deteriorating level of maintenance and upkeep of the park and recreation facilities and properties listed above. To address this issue, the Park District's Board of Directors ("Board") directed the initiation of proceedings for an Assessment District formation ("the Parks Maintenance and Recreation Improvement District" or the "Improvement District"), and proposed special assessments in 2002 to allow property owners to decide

whether they would support an assessment to generate local funds for maintaining and improving local parks, recreation facilities and recreation areas.

## ASSESSMENT PROCESS

In May of 2002, the Park District conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act"), and the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act"). During this ballot proceeding, property owners in the Park District were provided with a notice and ballot for the proposed special assessment. A 45-day period was provided for balloting and a public hearing was conducted on July 17, 2002. At the public hearing, all ballots returned within the 45-day balloting period were tabulated.

It was determined at the public hearing that 50.4% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted), the Park District gained the authority to approve the levy of the assessments for fiscal year 2002-03 and to continue to levy them in future years.

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report ("Report"), budgets and proposed assessments for the upcoming fiscal year. The proposed assessments are based on the estimated cost to operate, maintain and service the improvements that provide a direct and special benefit to properties within the Improvement District. After the Report is completed, the Board may preliminarily approve the Report and proposed assessments and establish the date for a noticed public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements, installation, maintenance and servicing costs that would be funded by the proposed 2017-18 assessments, determine the benefits received by property from such improvements and services within the Park District and apportion the assessments to lots and parcels within the Park District. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act") and Article XIID of the California Constitution (the "Article").

If the Board approves this Engineer's Report and the continuation of the assessments by resolution, a notice of public hearing must be published in a local paper at least 10 days prior to the date of the public hearing. The resolution preliminarily approving the Engineer's Report and establishing the date for a public hearing is used for this notice.

Following the minimum 10-day time period after publishing the notice, a public hearing must be held for the purpose of allowing public testimony about the proposed continuation of the assessments. This hearing is currently scheduled for June 27, 2017. At this hearing, the Board will consider approval of a resolution confirming the continuation of the assessments for fiscal year 2017-18. If so confirmed and approved, the assessments will be submitted to the County Auditor for inclusion on the property tax rolls for fiscal year 2017-18.

## LEGAL ANALYSIS

### PROPOSITION 218

This assessment is formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now codified as Articles XIII C and XIII D of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including property-owner balloting, for the imposition, increase and extension of assessments, and these requirements are satisfied by the process used to establish this assessment.

### SILICON VALLEY TAXPAYERS ASSOCIATION, INC. v SANTA CLARA COUNTY OPEN SPACE

#### AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant legal document in further legally clarifying Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
  - The services and/or improvements funded by assessments must be clearly defined
  - Special benefits are directly received by and provide a direct advantage to property in the assessment district
1. The Improvement District is divided into separate zones of benefit, and the assessment revenue derived from real property in each zone is extended only on specifically identified park and recreational improvements and/or maintenance and servicing of those improvements in that zone and other improvements in the Improvement District that confer special benefits to property in that zone.
  2. The use of zones of benefit ensures that the park and recreational improvements constructed and maintained with assessment proceeds are located in close proximity to the real property subject to the assessment, and that such improvements provide a direct advantage to the property in the zone.
  3. Due to their proximity to the assessed parcels, the improvements and maintenance thereof financed with assessment revenues in each zone benefit the properties in that zone in a manner different in kind from the benefit that other parcels of real



property in the Improvement District derive from such improvements, and the benefits conferred on such property in each zone are more extensive and direct than a general increase in property values.

4. The assessments paid in each zone of benefit are proportional to the special benefit that each parcel within that zone receives from such improvements and the maintenance thereof because:
  - a. The specific park and recreational improvements and maintenance and utility costs thereof in each zone and the costs thereof are specified in this Engineer's Report; and
  - b. Such improvement and maintenance costs in each zone are allocated among different types of property located within each zone of benefit, and equally among those properties which have similar characteristics and receive similar special benefits.

There have been a number of clarifications made to the analysis, findings and supporting text in this Report to ensure that this consistency is well communicated.

#### **DAHMS V. DOWNTOWN POMONA PROPERTY**

On June 8, 2009, the 4<sup>th</sup> Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

#### **BONANDER V. TOWN OF TIBURON**

On December 31, 2009, the 1<sup>st</sup> District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

#### **BEUTZ V. COUNTY OF RIVERSIDE**

On May 26, 2010 the 4<sup>th</sup> District Court of Appeal issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified and separated from the special benefits.

#### **GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO**

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an

assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

#### COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIII C and XIII D of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the benefiting property in the Assessment District enjoys close and unique proximity, access and views to the Improvements; the Improvements serve as an extension of usable land area for benefiting properties in the Assessment District; and such special benefits provide a direct advantage to property in the Assessment District that is not enjoyed by the public at large or other property. In addition, the improvements are directly available to and will directly benefit property in the Assessment District; and the improvements provide a direct advantage to property in the Assessment District that would not be received in absence of the Assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the Services will directly benefit property in the Assessment District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. Moreover, while *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more conservative measure of general benefits.

The Engineer's Report is consistent with *Bonander* because the Assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

## PLANS & SPECIFICATIONS

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The Feather River Recreation and Park District maintains park facilities in locations throughout its boundaries.

The work and improvements (the "Improvements") are proposed to be undertaken by the Feather River Recreation and Park District's Park Maintenance and Recreation Improvement District (the "Improvement District") and the cost thereof, including any debt service on bonds or other indebtedness issued for the work and improvements, paid from the levy of the annual assessment provide special benefit to Assessor Parcels within the Improvement District as defined in the Method of Assessment herein. In addition to the definitions provided by the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, tennis courts, gymnasiums, recreation centers, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape corridors, recreation, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, security patrols to protect the Improvements, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, at each of the locations owned, operated or maintained by the Feather River Recreation and Park District. Plans and specifications for these improvements have been filed with the General Manger of the Feather River Recreation and Park District and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation (such as grading, leveling, cutting and filling), sod, landscaping, irrigation systems, sidewalks and drainage, lights, and/or the construction of playground equipment, play courts, recreational facilities and public restrooms.

"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 any part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; 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.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of

printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the Improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment. (Streets & Highways Code §22526).

The assessment proceeds will be exclusively used for Improvements within the Improvement District plus Incidental expenses. Reference is made to the Summary of District's Improvement Plans section in the following section of this Report which specifically identifies the parks, recreation areas and other sites to be funded by the assessment proceeds and to the plans and specifications, including specific expenditure and improvement plans by park/recreation site and zone of benefit, which are on file with the Feather River Recreation and Park District.

## FISCAL YEAR 2017-18 ESTIMATE OF COST AND BUDGET

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### INTRODUCTION

Following are the proposed Improvements, and resulting level of improved parks and recreation facilities, for the Improvement District. As previously noted, the baseline level of service included a declining level of parks and recreation facilities due to shortages of funds for the Park District. Improvements funded by the assessments are over and above the previously declining baseline level of service. The formula below describes the relationship between the final level of improvements, the prior (pre-2002) baseline level of service, and the enhanced level of improvements to be funded by the proposed assessment.

<b>Final Level of Improvements</b>	<b>=</b>	<b>Baseline Level of Improvements</b>	<b>+</b>	<b>Enhanced Level of Improvements</b>
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### SUMMARY OF PARK DISTRICT'S IMPROVEMENT PLANS

The budget to be financed by the assessments is partially based on the results of an independent survey conducted for the Park District, which indicated property owners' priorities for various improvement projects and park maintenance services, and staff determination of other needed park and recreation improvements. Projects have been selected based on how closely they meet the needs expressed by the survey results. Projects have been chosen throughout the Park District in order to ensure that all properties in the narrowly drawn Assessment District boundaries will receive improved access to better maintained and improved parks in their area. The Estimate of Cost provided in this Report is for fiscal year 2017-18 and is derived from a multi-year improvement plan that will add new parks to the Park District's infrastructure; improve park and recreation area security by enhancing security lighting; replace outdated playground equipment; keep pace with the rising costs of park maintenance to help ensure the continued beauty, usability, and accessibility of the Park District's parks, playfields, and recreation areas; develop playfields and youth oriented activity areas. The District Master Plan has been developed and is available for review at the Park District offices. In addition, supplemental plans may be developed and filed with the General Manager of the Park District.

### MULTI-YEAR IMPROVEMENT PLAN HIGHLIGHTS

- Improved park and recreation facility maintenance
- Additional walkways and security lighting at neighborhood parks and sports fields to protect and maintain the Improvements
- Upgraded recreation areas, playgrounds and restrooms to improve access for the disabled
- Recreational improvements at neighborhood parks

- Sport court repairs and lighting upgrades
- Gary Nolan/Playground Park repairs and lighting upgrades
- Riverbend Park (multi-use fields)

#### **BUDGET FOR FISCAL YEAR 2017-18**

The budget presented on the next page lists the improvement projects and park maintenance and security services that would, in part, be funded by the Improvement District in Fiscal Year 2017-18, if the proposed assessments are continued by the Park District Board.

**FIGURE 1 – ESTIMATE OF COST, FISCAL YEAR 2017-18**  
**Feather River Recreation and Park District**  
**Park Maintenance and Recreation Improvement District**  
**Estimate of Cost**  
**Fiscal Year 2017-18**

	<b>Total Budget</b>		
Beginning Fund Balance	\$54,381		
Park & Recreation Expenses (Installation, Maintenance & Servicing)			
General Maintenance & Operations <sup>1</sup>			
Fuel	\$19,500		
Insurance	\$14,000		
Other Outside Labor	\$35,700		
Contract Janitorial	\$71,000		
Repairs and Maintenance parts and supplies	\$288,800		
Repairs and Maintenance Payroll	\$498,310		
Telephone	\$3,900		
Utilities (includes irrigation water)	\$201,500		
Riverbend Park: ongong soccer field maintenance	\$11,448		
Subtotal: General Maintenance and Operations	<u>\$1,144,158</u>		
Palermo Park / Pool: ADA retrofit restrooms	\$50,000		
Gravel to Palermo Parking Lots	\$8,000		
Subtotal: Capital Improvements	<u>\$58,000</u>		
Total Costs	\$1,202,158		
<b>Total Benefit of Improvements</b>	\$1,202,158		
Single Family Equivelant Units (SFE)	19,304.69		
<b>Benefit Received per Unit</b>	\$62.27		
Less:			
District Contribution <sup>2</sup>	(947,564)		
Net Cost of Installation, Maintenance and Servicing	<u>\$254,594</u>		
Incidental Costs			
Collection and Administration	5,463		
Allowence for Contingencies <sup>3</sup>	10,000		
Less:			
Beginning Fund Balance and Fund Income	(54,381)		
Total Park Maintenance and Recreation Improvement District Budget	<u>\$270,057</u>		
(Net Amount to be Assessed)			
<hr/>			
Budget Allocation to Property			
		<b>SFE</b>	
<b>Zone</b>	<b>Total Budget *</b>	<b>SFE Units</b>	<b>Rate per Unit</b>
Zone	\$269,463.56	19,219.94	\$14.02
Zone	\$593.25	84.75	\$7.00
Total:	<u>\$270,056.81</u>	19,304.69	
<hr/>			
* All assessments are rounded to low er even penny. Therefore, the budget amount may slightly differ from the assessment rate.			

Notes to Estimate of Cost:

1. The item, Maintenance & Operation would provide funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Improvements would include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment, trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed. The itemized budgets for these amounts are shown. Other outside labor includes \$15,700 for the Engineers Report including incidental costs, and \$20,000 for other outside labor costs
2. As discussed in the following section, at least 9.4% of the cost of Improvements must be funded from sources other than the assessments to cover any general benefits from the Improvements. Therefore, Figure 1 shows over 9.4% of the cost of Improvements without the projects hoped to be completed, as well as over 9.4% of the cost with the projects hoped to be completed. As is reflected in Figure 1, the Park District will contribute 77.8%, much more than either of these amounts, which more than covers any general benefits from the Improvements.
3. The item, Allowance for Contingencies is to account for any uncollectible assessments.
4. The Act requires that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the Improvement District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Report. Any balance remaining at the end of the fiscal year (June 30, 2018), must be carried over to the next fiscal year. The Park District may also establish a reserve fund for contingencies and special projects as well as a capital improvement fund for accumulating funds for larger capital improvement projects or capital renovation needs. Any remaining unexpended balance would either be placed in the reserve fund, the capital improvement fund, or would be used to reduce future years' assessments.



## METHOD OF APPORTIONMENT

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### OVERVIEW OF APPORTIONMENT

This section of the Engineer's Report explains the special and general benefits to be derived from the Improvements to park facilities and Park District-maintained property throughout the Park District, and the methodology used to apportion the total assessment to properties within the Improvement District.

The Improvement District consists of all Assessor Parcels within the boundaries of the Feather River Recreation and Park District. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above general benefits conferred to real property in the Improvement District or to the public at large. Special benefit is calculated for each parcel in the Improvement District using the following process:

1. Identification of all benefit factors derived from the Improvements
2. Calculation of the proportion of these benefits that are general
3. Determination of the relative special benefit within different areas within the Improvement District
4. Determination of the relative special benefit per property type
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes

### DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit must be funded from another source. This special benefit is received by property over and above any general benefits from the Improvements. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

*"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

*"The determination of whether or not a lot or parcel will benefit from the improvements shall be made pursuant to the Improvement Act of 1911 (Division 7 (commencing with Section 5000)) [of the Streets and Highways Code, State of California]."*

Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property and that the value of the special benefits must reasonably exceed the cost of the assessment:

*"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."*

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

*The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).*

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit. (Art. XIID, sections 2(i) & 4(f).)

## **BENEFIT FACTORS**

The special benefits from the Improvements are listed below:

### **PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES**

Only the specific properties within close proximity to the Improvements are included in the Improvement District. Therefore, property in the Improvement District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Improvement District do not share.

In absence of the assessments, the Improvements would not be provided and the parks and recreation areas in the Improvement District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Improvement District, they provide a direct advantage and special benefit to property in the Improvement District.

### **ACCESS TO IMPROVED PARKS AND RECREATIONAL AREAS**

Since the parcels in the Improvement District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved parks and recreation areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Improvement District.

### **IMPROVED VIEWS**

The Park District, by maintaining the landscaping at its park and recreation facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when property is accessed. The recreation areas maintained and improved by the Assessments are uniquely located on the hillsides surrounding the Improvement District and the benefiting property in the Improvement District. Therefore, nearly every benefiting property in the Improvement District has direct views of natural lands or parks that are improved by the Assessments. Therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Improvement District.

### **EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS**

In large part because it is cost prohibitive to provide large open land areas on property in the Improvement District, the residential, commercial and other benefiting properties in the Improvement District do not have large outdoor areas and green spaces. The parks in the Improvement District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPRA"), neighborhood parks in urban areas have a service area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within this service radii close proximity and easy walking access to such public land areas. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the Improvements - and this advantage is not received by other properties or the public at large.

An analysis of the service radii for the Improvements finds that all properties in the Improvement District enjoy the distinct and direct advantage of being close and proximate to parks within the Improvement District. The benefiting properties in the Improvement District therefore uniquely and specially benefit from the Improvements.

## BENEFIT FINDING

In summary, real property located within the boundaries of the Improvement District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, landscaped corridors, greenbelts, recreation areas, trail systems and other public resources funded by the Assessments. The Improvements are specifically designed to serve local properties in the Improvement District, not other properties or the public at large. The public at large and other properties outside the Improvement District receive only limited benefits from the Improvements because they do not have proximity, good access or views of the Improvements. These are special benefits to property in the Improvement District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

## GENERAL VERSUS SPECIAL BENEFIT

Article XIII C of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section.

In other words:

<b>Total Benefit</b>	<b>=</b>	<b>General Benefit</b>	<b>+</b>	<b>Special Benefit</b>
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There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not “particular and distinct” and are not “over and above” benefits received by other properties. SVTA vs. SCCOSA provides some clarification by indicating that general benefits provide “an indirect, derivative advantage” and are not necessarily proximate to the improvements.

In this report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements “over and above” this general, baseline level and the general benefits estimated in this section are over and above the baseline.

A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to Real Property Outside the Assessment District	+	Benefit to Real Property Inside the Assessment District that is Indirect and Derivative	+	Benefit to the Public at Large
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Special benefit, on the other hand, is defined in the state constitution as “a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.” The *SVTA v. SCCOSA* decision indicates that a special benefit is conferred to a property if it “receives a direct advantage from the improvement (e.g., proximity to a park).” In this assessment, as noted, properties in the Improvement District have close and unique proximity, views and access to the Improvements and uniquely improved desirability from the Improvements and other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the Improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special, and is only minimally received by property outside the Improvement District or the public at large.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer’s Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer’s Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments. However, in this Report, the general benefit is more conservatively estimated and described, and then budgeted so that it is funded by sources other than the Assessment.

### **CALCULATING GENERAL BENEFIT**

In this section, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

#### **BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT**

Properties within the Improvement District receive almost all of the special benefits from the Improvements because properties in the Improvement District enjoy unique close proximity and access to the Improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the Improvements, but outside of the boundaries of the Improvement District, may receive some benefit from the Improvements. Since this benefit is conferred to properties outside the Improvement District boundaries, it contributes to the overall general benefit calculation and will not be funded by the Assessments.

The properties outside the Improvement District and within the proximity radii for neighborhood parks in the Improvement District receive benefits from the Improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are all geographically on only one side of the Improvements and are over twice the average distance from the Improvements compared to properties in the Assessment District. The general benefit to property outside of the Improvement District is calculated as follows with the parcel and data analysis performed by SCI Consulting Group.

**Assumptions:**

FEWER THAN 100 PARCELS OUTSIDE THE DISTRICT BUT WITHIN 2.0 MILES OF  
THE PARKS WITHIN THE IMPROVEMENT DISTRICT  
30,951 PARCELS IN THE IMPROVEMENT DISTRICT  
50% RELATIVE BENEFIT COMPARED TO PROPERTY WITHIN THE IMPROVEMENT  
DISTRICT

**Calculation**

general benefit to property outside the improvement district =  
 $100/(30,951+100)*.5 = 0.2\%$

Although it can reasonably be argued that Improvements inside, but near the Park District boundaries are offset by similar park and recreational improvements provided outside, but near the Park District's boundaries, we use the more conservative approach of finding that 0.2% of the Improvements may be of general benefit to property outside the Improvement District.

**BENEFIT TO PROPERTY *INSIDE* THE DISTRICT THAT IS *INDIRECT AND DERIVATIVE***

The "indirect and derivative" benefit to property within the Improvement District is particularly difficult to calculate. A solid argument can be presented that all benefit within the Improvement District is special, because the Improvements are clearly "over and above" and "particular and distinct" when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the Improvement District. Therefore, the general benefit contribution that is indirect and derivative is negligible, and calculated to be zero for this analysis.

**BENEFIT TO THE PUBLIC AT LARGE**

The SVTA vs. SCCOSA decision indicates there may be general benefit "conferred on real property located in the district" A measure of the general benefits to property within the Assessment area is the percentage of land area within the Improvement District that is publicly owned and used for regional purposes such as lakes, major roads, rail lines and other regional facilities because such properties used for regional purposes could provide general benefits to the public at large. Approximately 1.2% of the land area in the

Improvement District is used for such regional purposes, so this is a measure of the general benefits to property within the Improvement District.

The general benefit to the public at large can be estimated by the proportionate amount of time that the Park District's parks and recreational facilities are used and enjoyed by individuals who are not residents, employees, customers or property owners in the Park District<sup>1</sup>. A survey of park and recreation facility usage conducted by SCI Consulting Group found that less than 8% of the Park District's facility usage is by those who do not live or work within District boundaries.<sup>2</sup>

#### TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, we find that approximately 9.4% of the benefits conferred by the Improvements may be general in nature and should be funded by sources other than the assessment.

##### General Benefit Calculation

	<b>0.2%</b>	<b>(Outside the Assessment District)</b>
<b>+</b>	<b>0.0%</b>	<b>(Inside the District – Indirect and Derivative)</b>
<b>+</b>	<b>9.2%</b>	<b>(Public at Large)</b>
<b>=</b>	<b>9.4%</b>	<b>(Total General Benefit)</b>

Therefore, this analysis finds that 9.4% of the assessment may provide general benefits, and the Assessment Engineer establishes a requirement for a minimum contribution from sources other than the assessments of 9.4%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits.

The Park District's total budget for maintenance and improvement of its parks and recreational facilities is \$1,217,621. Of this total budget amount, the Park District will contribute \$947,564 from sources other than the assessments for park maintenance and operation. This contribution by the Park District equates to approximately 77.8% of the total

<sup>1</sup> . When District facilities are used by those individuals, the facilities are not providing benefit to property within the Park District. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the Park District facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses Park District facilities but does not reside, work, shop or own property within the Park District boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.

<sup>2</sup> . A total of 118 park users were surveyed on different days and times during the months of February 2002 and April 2002. Nine respondents (7.6%) indicated that they did not reside or work within the Park District.



budget for maintenance and improvements and constitutes far more than the amount attributable to the general benefits from the Improvements.

## ZONES OF BENEFIT

Due to their greater distance and reduced proximity from the improvements, parks and recreational facilities, properties in one area of the District are determined to receive lesser benefit from the proposed improvements than other properties in the District. This area of reduced benefit lies along the north east boundaries of the District and includes all Assessor Parcel Numbers within the District in Book 058; Book 059 Pages 11 and 12; Book 061 Pages 01, 06, 07, 09-19, 22-28, 36-40; Book 73 Pages 01-08, 20, 21 and 33. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this Report. All other properties within the Improvement District are classified into Zone of Benefit A or Zone A.

The Improvement District's improvements, parks and recreational facilities are easily accessible to all properties within Zone A. Therefore, benefits from the proposed improvements do not further vary based on proximity of the parcels to the improvements within the Zone because the increased benefits of greater proximity to the improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity.

Since these properties are generally twice the distance from the proposed improvements, it is estimated that the relative level of benefit to properties in Zone B is 50% the benefit received by properties in Zone A. The proposed assessments for properties in Zone B will therefore be 50% of similar properties in Zone A.

All assessed properties within the Improvement District are within the industry-accepted proximity/service area for parks and recreation facilities. As noted, these proximity radii were specifically established to only encompass properties with good proximity and access to local parks and in effect make local parks within the proximity radii an extension of usable land area for the properties in the area. The benefits from the Improvements within each Zone of Benefit do not vary further based on proximity of the parcels to the Improvements because the increased benefits of greater proximity to the Improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity. Consequently, since all parcels in the Improvement District have good access and proximity to the Improvements and the benefits to relatively closer proximity are offset by other factors, additional proximity is not considered to be a factor in determining benefit within each Zone of Benefit. In other words, the boundaries of the Improvement District and the Zones of Benefit have been narrowly drawn to include only properties that have good proximity and access and will specially benefit from the Improvements.



The SVTA vs. SCCOSA decision indicates:

*In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not “particular and distinct” and are not “over and above” the benefits received by other properties “located in the district.”*

*We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district’s property values).*

In the Improvement District, the advantage that each parcel receives from the Improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment. Therefore, the even spread of assessment throughout each narrowly drawn Zone of Benefit is indeed consistent with the SVTA vs. SCCOSA decision and satisfies the “direct relationship to the ‘locality of the improvement’” standard.

## APPORTIONMENT

As previously discussed, the assessments provide specific Improvements that confer direct and tangible special benefits to properties in the Improvement District. These benefits can partially be measured by the occupants on property in the Improvement District because such parcel population density is a measure of the relative benefit a parcel receives from the Improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.

It should be noted that many other types of “traditional” assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property.<sup>3</sup>

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<sup>3</sup> For example, in *Federal Construction Co. v. Ensign* (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial and other properties also receive direct benefits from the Improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So the potential population of employees or residents is a measure of the special benefits received by the property.) Larger parcels, therefore, receive an increased benefit from the assessments.

Finally, the special benefits derived from the assessments are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the Park District's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

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people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."

In conclusion, the Assessment Engineer determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential and its proximity to parks and recreational facilities. This method is further described below.

**ASSESSMENT APPORTIONMENT**

**RESIDENTIAL PROPERTIES**

Certain improved residential parcels in the Improvement District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category of single family residential property.

Properties with more than one residential unit are designated as multi-family residential parcels. These parcels benefit from the improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home and the average size of multi-family residential units versus the average size of single family homes. The population density factors for the Feather River Recreation and Park District, as depicted below, provide a partial basis for determining the SFE factors for residential parcels. Using the total population in a certain property type in the Park District from the 1990 Census (the most recent data available when the Improvement District was established) and dividing it by the total number of such households, finds that approximately 2.70 persons occupy each single family residence, whereas an average of 2.13 persons occupy each multi-family residence. Using the ratio of one Population Factor for each single-family residence, which equates to one Population Factor for every 2.70 persons, a Population Factor would equate to one multi-family unit or a 0.79 Population Factor for every 2.13 residents. Likewise, each condominium unit receives a 0.99 Population Factor and each mobile home receives a 0.78 Population Factor.

**TABLE 1 - RESIDENTIAL DENSITY AND ASSESSMENT BENEFIT FACTORS**

	<i>Total Population</i>	<i>Occupied Households</i>	<i>Persons per Household</i>	<i>Population Factor</i>
Single Family Residential	113,152	41,943	2.70	1.00
Condominium	5,185	1,949	2.66	0.99
Multi-Family Residential	31,437	14,728	2.13	0.79
Mobile Home on Separate Lot	26,368	12,494	2.11	0.78

Source: 1990 Census, Butte County.

Once established, Population Factors are adjusted to reflect the average structure size of different residential parcels. This adjustment is needed because the special benefits are deemed to be relative to the potential population density and building area per dwelling unit.

The average structure size of a single family residence in the Feather River Recreation and Park District is 1477 square feet, whereas the average multi-family residence is 807 square feet per unit, or 55% of the size of a single family residence. Likewise, each condominium unit is 88% of the size of a single family residence and each mobile home is 50% of the size of a single family residence. These building area percentages are applied to the Population Factors to determine the SFE benefit factors for residential parcels. Therefore, a multi-family residence with a 0.79 Population Factor and a 55% building area percentage will receive 0.43 SFE.<sup>4</sup> Likewise, each condominium unit receives 0.87 SFE and each mobile home receives 0.39 SFE.

**TABLE 2 - POPULATION AND ASSESSMENT BENEFIT FACTORS**

	<i>Average Square Feet</i>	<i>% of SFR</i>	<i>Population Factor</i>	<i>SFE Factor</i>
Single Family Residential	1477	100%	1.00	1.00
Condominium	1297	88%	0.99	0.87
Multi-Family Residential	807	55%	0.79	0.43
Mobile Home on Separate Lot	732.25	50%	0.78	0.39

The single family equivalency factor of 0.43 per dwelling unit for multifamily residential parcels applies to such parcels with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore the benefit for parcels in excess of 20 units is determined to be 0.43 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

**COMMERCIAL/INDUSTRIAL PROPERTIES**

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial parcels.

In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial parcels. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

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<sup>4</sup> (0.79 \* 55% = 0.43)

In comparison, the average number of people residing in a single family home in the area is 2.70. Since the average lot size for a single family home in the District is approximately 0.50 acres, the average number of residents per acre of residential property is 5.40.

The employee density per acre is generally 4.45 times the population density of single family residential property per acre (24 employees per acre / 5.40 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 4.45 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 4.45 employees is the basis for allocating commercial/industrial benefit. Table 3 shows the average employees per acre of land area or portion thereof for commercial and industrial parcels and lists the relative SFE factors per half of an acre for parcels in each land use category.

Commercial and industrial parcels in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per half of an acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres.

Institutional parcels that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

**TABLE 3 - COMMERCIAL/INDUSTRIAL DENSITY AND ASSESSMENT FACTORS**

<i>Type of Commercial/Industrial Land Use</i>	<i>Average Employees Per Acre <sup>1</sup></i>	<i>SFE Units per 1/2 Acre <sup>2</sup></i>
Commercial	24	1.00
Office	68	2.84
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.05

1. Source: San Diego Association of Governments Traffic Generators Study.
2. The SFE factors for commercial and industrial parcels are applied by the half of an acre of land area or portion thereof. (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

#### **OTHER PROPERTIES**

Article XIID stipulates that publicly owned parcels must be assessed unless there is clear and convincing evidence that those parcels receive no special benefit from the assessment.

Other publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Benefits received by vacant land from park maintenance and improvement are generally offset by those benefits such recreation area and watershed parcels confer to parcels in the District by way of providing increased community recreation areas and nature lands. Such parcels are, therefore, not specially benefited and are not assessed.

Church parcels and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Many of these parcels also provide some degree of on-site amenities that serve to offset some of the benefits from the Improvement District. In addition, the District maintains reciprocal use arrangements with many educational parcels that allow for the public, recreational use of these parcels. Such public use tends to reduce the use and wear of District facilities. Therefore, these parcels receive minimal benefit and are assessed an SFE factor of 1.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Improvements and are assessed an SFE benefit factor of 0.

#### **DURATION OF ASSESSMENT**

It is proposed that the Assessment be levied for fiscal year 2002-03 and every year thereafter, so long as the parks and recreational areas need to be improved and maintained and the Feather River Recreation and Park District requires funding from the Assessments for its Improvements in the Improvement District. As noted previously, the Assessment can be levied annually after the Feather River Recreation and Park District Board of Directors approves an annually updated Engineer's Report, budget for the Assessment, Improvements to be provided, and other specifics of the Assessment. In addition, the District Board of Directors must hold an annual public hearing to continue the Assessment.

#### **APPEALS AND INTERPRETATION**

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the Park District General Manager or her or his designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the Park District General Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the Park District General Manager or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the Park District General Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the Park District General Manager or her or his designee shall

be referred to the Feather River Recreation and Park District Board and the decision of the Board shall be final.

## ASSESSMENT

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WHEREAS, on February 28, 2017 the Feather River Recreation and Park District Board adopted its Resolution initiating proceedings for the continuation of a Park Maintenance and Recreation Improvement District under the Landscaping and Lighting Act of 1972, pursuant to the provisions of the Landscaping and Lighting Act of 1972 and Article XIII D of the California Constitution (collectively "the Act"), to proceed with the proposed continuation of assessments;

WHEREAS, the Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Improvement District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Improvement District, to which Resolution and the description of the proposed improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of the Feather River Recreation and Park District, hereby make the following assessment to cover the portion of the estimated cost of the improvements, and the costs and expenses incidental thereto to be paid by the Improvement District.

The amount to be paid for the improvements and the expense incidental thereto, to be paid by the Improvement District for the fiscal year 2017-18 is generally as follows in Figure 2 below.

FIGURE 2 – SUMMARY COST ESTIMATE

	<i>F.Y. 2017-18 Budget</i>
Park Maintenance & Operation	\$1,144,158
Capital Improvements	\$58,000
Incidental Expenses	\$15,463
<b>TOTAL BUDGET</b>	<b>\$1,217,621</b>
Less:	
District Contribution	(\$947,564)
<b>NET AMOUNT TO ASSESSMENTS</b>	<b>\$270,057</b>



As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of said Improvement District. The distinctive number of each parcel or lot of land in the said Improvement District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within said Improvement District, in accordance with the special benefits to be received by each parcel or lot, from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

Property owners in the Assessment District, in an assessment ballot proceeding in 2002, approved the initial fiscal year benefit assessment for special benefits to their property including the CPI adjustment schedule. As a result, the assessment may continue to be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

Based on the preceding annual adjustments, the maximum assessment rate for Fiscal Year 2016-17 was \$13.60 per single family equivalent benefit unit for Zone of Benefit A and \$6.80 per single family equivalent benefit unit for Zone of Benefit B. The annual change in the CPI from December 2015 to December 2016 was 3.53%. Therefore, the maximum authorized assessment rate for Fiscal Year 2017-18 has been increased by the allowable maximum increase of 3.00% from \$13.60 to \$14.03 per single family equivalent benefit unit for Zone of Benefit A and from \$6.80 to \$7.01 per single family equivalent benefit unit for Zone of Benefit B. The estimate of cost and budget in the Engineer's Report proposes assessments for fiscal year 2017-18 at the rate of \$14.02 per single family equivalent benefit unit for Zone of Benefit A, which is less than the maximum allowable rate and \$7.00 per single family equivalent benefit unit for Zone of Benefit B, which is also less than the maximum allowable rate.

The assessment is made upon the parcels or lots of land within the Improvement District in proportion to the special benefits to be received by the parcels or lots of land, from the improvements.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Butte for the fiscal year 2017-18. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of the County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2017-18 for each parcel or lot of land within the Improvement District.

Dated: June 22, 2017

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Engineer of Work

By

John W. Bliss, License No. C52091

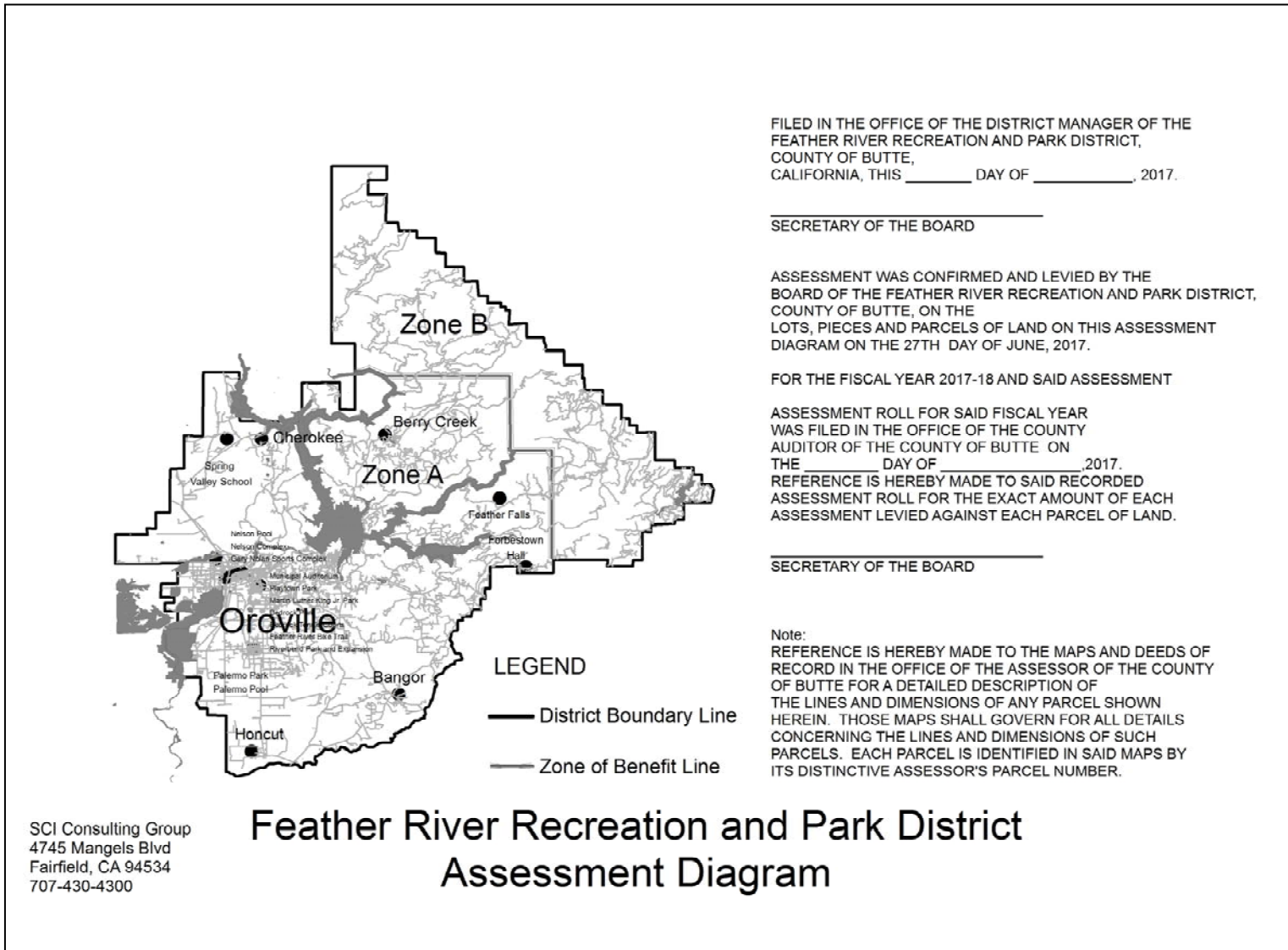
**APPENDICES**

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Appendix A – Assessment Diagram  
Appendix B – Assessment Roll, FY 2017-18

## APPENDIX A – ASSESSMENT DIAGRAM

The Improvement District includes all parcels within the boundaries of the Feather River Recreation and Park District. The boundaries of the Improvement District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Improvement District are those lines and dimensions as shown on the maps of the Assessor of the County of Butte, for fiscal year 2017-18, and are incorporated herein by reference, and made a part of this Diagram and this Report.



FILED IN THE OFFICE OF THE DISTRICT MANAGER OF THE FEATHER RIVER RECREATION AND PARK DISTRICT, COUNTY OF BUTTE, CALIFORNIA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

SECRETARY OF THE BOARD

ASSESSMENT WAS CONFIRMED AND LEVIED BY THE BOARD OF THE FEATHER RIVER RECREATION AND PARK DISTRICT, COUNTY OF BUTTE, ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS ASSESSMENT DIAGRAM ON THE 27TH DAY OF JUNE, 2017.

FOR THE FISCAL YEAR 2017-18 AND SAID ASSESSMENT

ASSESSMENT ROLL FOR SAID FISCAL YEAR WAS FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF BUTTE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017. REFERENCE IS HEREBY MADE TO SAID RECORDED ASSESSMENT ROLL FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND.

SECRETARY OF THE BOARD

Note: REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF BUTTE FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCEL SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

SCI Consulting Group  
4745 Mangels Blvd  
Fairfield, CA 94534  
707-430-4300

## Feather River Recreation and Park District Assessment Diagram

**APPENDIX B – ASSESSMENT ROLL, FY 2017-18**

An Assessment Roll (a listing of all parcels assessed within the Improvement District and the amount of the assessment) will be filed with the Park District General Manager and is, by reference, made part of this report and is available for public inspection during normal office hours.

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.



**RESOLUTION NO 1354-17**

**A RESOLUTION APPROVING ENGINEER'S REPORT,  
CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF  
ASSESSMENT FOR FISCAL YEAR 2017-18 FOR THE PARK MAINTENANCE  
AND RECREATION IMPROVEMENT DISTRICT OF  
THE FEATHER RIVER RECREATION AND PARK DISTRICT**

**RESOLVED**, by the Board of Directors of the Feather River Recreation and Park District (the "Board"), State of California, that

**WHEREAS**, on July 24<sup>th</sup>, 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").

**WHEREAS**, the purpose of the District is for the installation, maintenance and servicing of the improvements described in the annual Engineer's Report; and

**WHEREAS**, by its Resolution No. 1343-17, A Resolution Directing Preparation of the Engineer's Report for the Continuation of the Park Maintenance and Recreation Improvement District of the District, this Board designated SCI Consulting Group as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972, Streets and Highways Code 22500, and Article XIID of the California Constitution; and

**WHEREAS**, the first Engineer's Report for Fiscal Year 2002-03 described how the assessment district would be established, determined the uses of the assessment funds, established the methodology by which the assessments would be applied to properties in the District, established that the assessment is subject to an annual adjustment tied to the annual change in the Consumer Price Index for the San Francisco Bay Area, and stated that the assessment would continue year-to-year until terminated by the District Board of Directors; and

**WHEREAS**, although the methodology by which the assessments are applied to properties in the District does not change from year to year, a new Engineer's Report is prepared each year in order to establish the CPI adjustment for that year; the new maximum authorized assessment rate for that year; the budget for that year; and the amount to be charged to each parcel in the District that year, subject to that year's assessment rate and any changes in the attributes of the properties in the District, including but not limited to use changes, parcel subdivisions, and/or parcel consolidations; and

**WHEREAS**, the report was duly made and filed with the Secretary of the Board and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant



to the aforesaid resolution, and that June 27<sup>th</sup>, 2017 at the hour of 5:30 p.m., or as soon after as practical, at the Feather River Recreation and Park District Office, 1875 Feather River Blvd., Oroville, California 95965, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

**WHEREAS**, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of assessment were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the continuation of assessment and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof;

**WHEREAS**, the assessment is being levied without regard to property valuation of the properties involved; and

**NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED**, that:

1. The public interest, convenience and necessity require that the continuation be made.
2. The District benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Secretary of the Board, which map is made a part hereof by reference thereto.
3. The Engineer's Report as a whole and each part thereof, to wit:
  - (a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;
  - (b) the diagram showing the assessment district, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the District; and
  - (c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the District in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto; are finally approved and confirmed.
4. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the





assessment, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.

5. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2017-18 is hereby continued. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.
6. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.
7. Upon the adoption of this resolution, but in no event later than the second Monday in August following such adoption, the Secretary of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Butte. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment, in accordance to Streets and Highway Codes 22645 et seq. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Feather River Recreation and Park District.
8. Upon receipt of the moneys representing assessments collected by the County, the General Manager shall deposit the moneys in the District Treasury to the credit of the improvement fund previously established under the distinctive designation of the District.



**DULY AND REGULARLY ADOPTED** by the Governing Board of the Feather River Recreation and Park District this 27<sup>th</sup> day of June, 2017 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Victoria Smith, Chairperson

Attest:

---

Apryl Ramage, General Manager



## STAFF REPORT

**DATE: JUNE 27, 2017**

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

**FROM: EXECUTIVE ASSISTANT VICTORIA ANTON-TEAGUE**

**RE: SOUTHSIDE COMMUNITY IMPROVEMENT ASSOCIATION FEE WAIVER REQUEST FOR SECOND ANNUAL MEET AND GREET EVENT AT MARTIN LUTHER KING JR. PARK (MLK)**

### **SUMMARY**

Southside Community Leaders and the Oroville Police Department are collaborating again to host their annual meet and greet event on July 8, 2017 from 10am to 2pm at MLK Park. Below is a letter from the organization:

“The Police and Community Meet & Greet Committee will hold their 3<sup>rd</sup> annual event on Saturday July 8, 2017 at the Dr. Martin Luther King Jr. Park from 11 -2 p.m. Annually, we host this community event in order to help bridge and maintain community relations. This event will give the children in the community an opportunity to interact with members of the Oroville Police Department, the Oroville Fire Department and community non-profit organizations. There will be three bicycles raffled off, a K-9 and Police/Fire Truck vehicle demonstration, educational booths (VIPS, Catalyst, NAACP, Voter registration and Neighborhood Watch sign up) and free BBQ and refreshments. Apryl Ramage, the General Manager of the FRRPD has waived 50% of the park rental fee. The Police and Community Meet & Greet Committee is requesting that the Feather River Recreation & Parks District Board waive the remaining park rental fee in order to offset our expenses.

Thank you for your consideration.

Sincerely,

Janet Goodson  
9530) 566-3680”

\*The Southside Community Improvement District is a non-profit organization and carries a 5013c status.



**FEES**

Park/Amphitheater Rental	\$500
Fees waived by GM	-\$250
<b>TOTAL REMAINING FEES</b>	<b>\$250</b>

General Manager Ramage has approved a 50% reduction in rental fees bringing the remaining fees to \$250.00. District Board Policies & Procedures states that requests in addition to 50% of rental fees may be presented to the Board of Directors for consideration. Other information regarding fees include that all individuals, agencies or organizations will be charged if their function is determined to be commercial in nature.

\*In 2016 all rental fees were waived by District Board of Directors.

**RECOMMENDATION**

Review and discuss fee waiver request.

Option 1: Waive a portion or all fees for upcoming event.

Option 2: Do not grant fee waiver request.

**REQUEST**

Choose an option.





**RESOLUTION NO. 1355-17**

**A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS  
ADOPTING THE 2017-18 APPROPRIATIONS LIMITATIONS**

**WHEREAS**, California's state appropriations limit (SAL)--originally established by Proposition 4 in 1979--places an "upper bound" each year on the amount of monies that can be spent from state tax proceeds. The SAL itself grows annually by a population and cost-of-living factor and;

**WHEREAS**, Most state appropriations are subject to the SAL. However, the law does exempt certain types of appropriations from the SAL, including capital outlay, local government subventions, and debt service and;

**WHEREAS**, Tax proceeds in excess of the SAL over a two-year period must be equally split between rebates to taxpayers and expenditures on education and;

**WHEREAS**, The SAL has not been a constraint throughout the 1990s. In recent years, however, California's strong revenue performance has caused the "room" under the limit to shrink and;

**WHEREAS**, Article XIII B of the California Constitution specifies that appropriations made by government entities may increase annually by the change in population and the change in California capita income, or the change in the local assessment roll, and

**WHEREAS**, the CPI Factor of 3.69 and population change for both the City of Oroville and Unincorporated = .54 multiplies to a total ratio of change factor 1.0425 (see Exhibit A for calculation detail) and is used by Feather River Recreation and Park District to determine its appropriation limitation for 2017-18

**NOW THEREFORE BE IT RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District, pursuant to Government Code Section 7910, adopt the 2017-2018 appropriation limitation of \$3,525,498. Said limitation was determined by the following formula:

2016-17		2017-18
<u>Appropriation</u>	<u>Ratio of Change</u>	<u>Appropriation</u>
Limitation	Adjustment Factor	Limitation
\$ 3,392,838	1.0425	\$3,537,031



**PASSED AND ADOPTED** at a Regular Board Meeting of the Board of Directors of the Feather River Recreation and Park District on the 27<sup>th</sup> day of June by the following vote:

Ayes:

Noes:

Absent:

Abstain

Attest: \_\_\_\_\_

Victoria Smith, Chairperson

\_\_\_\_\_

Apryl Ramage, General Manager



**EXHIBIT A**

<b>Feather River Rec and Park District Appropriation Limit Fiscal Year: 2017-18</b>			
<b>EXHIBIT A</b>			
<b>2017-2018 Appropriations Limit Calculation</b>			
Per Capita Cost of Living Change		3.69	
Population Change (Used Oroville Change .21 and Unincorporated .33)		0.54	
Per Capita converted to ratio +100/100		100	1.0369
Population converted to a ratio +100/100		100	1.0054
<b>Adjustment Factor 2017-2018</b>			<b>1.0425</b>
<b>2016-2017 LIMIT</b>	<b>FACTOR</b>		<b>2017-2018 LIMIT</b>
<b>\$3,392,838</b>	<b><u>1.0425</u></b>		<b>\$3,537,031</b>



**MEMORANDUM OF UNDERSTANDING  
FEATHER RIVER RECREATION & PARK DISTRICT AND  
THE BOYS & GIRLS CLUBS OF THE NORTH VALLEY**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered by and between the FEATHER RIVER RECREATION & PARK DISTRICT ("FRRPD") and THE BOYS & GIRLS CLUBS OF THE NORTH VALLEY ("CLUB").

WHEREAS, FRRPD and CLUB are intent on establishing a partnership to provide CREW (Career Readiness Empowered Workforce) a high quality, and innovative career readiness and workforce experience program that prepares young people for employment and careers ("PROGRAM"); and

WHEREAS, FRRPD and CLUB will work under the guidance and direction from both organizations working in collaboration to achieve PROGRAM goals and objectives; and

WHEREAS, FRRPD and CLUB believe there is a need for PROGRAM agree to work in partnership to sustain such PROGRAMS; and

NOW, THEREFORE, FRRPD and CLUB agree as follows:

- 1) PROGRAM SITES. FRRPD and CLUB agree that the following sites/areas will be identified as the PROGRAM sites:
  - a) Feather River Recreation and Park District  
1875 Feather River Blvd  
Oroville, CA 95965
  - b) Boys & Girls Clubs of the North Valley  
Oroville Teen Center  
2959 Lower Wyandotte Road  
Oroville, CA 95966
- 2) FRRPD AND CLUB-MUTUAL OBLIGATIONS.
  - a) MSCH and CLUB agree that they will work in collaboration on implementing the PROGRAM.
  - b) FRRPD and CLUB will work together on providing a PROGRAM environment that promotes all participants safety and well-being.
  - c) FRRPD and CLUB will work together on risk management and crisis management.
  - d) FRRPD and CLUB will work collaboratively on the sight and scope of the PROGRAM and the selection of the PROGRAM project.
  - e) FRRPD and CLUB will work collaboratively on the screening, interviewing and selection of the youth to participate in PROGRAM.

- f) FRRPD and CLUB will work collaboratively on providing ongoing PROGRAM feedback and mid/post evaluations to program participants.
  - g) FRRPD and CLUB will work collaboratively to facilitate a graduation ceremony at the conclusion of specified PROGRAM timeline.
  - h) FRRPD and CLUB personnel will meet on an ongoing basis to ensure proper implementation of PROGRAM.
- 3) FRRPD OBLIGATIONS. FRRPD will meet the following responsibilities and ensure that all requirements of PROGRAM will be met.
- a) FRRPD will ensure the proper training of youth, pertinent to the scope of work, who are participating in PROGRAM.
  - b) FRRPD will provide overall general project oversight and supervision under the scope of work to be completed.
  - c) FRRPD will provide all necessary tools and equipment to accomplish project goals and work described within scope of PROGRAM.
  - d) FRRPD will provide a staff to serve as a point of contact to facilitate communication and coordination between CLUB and FRRPD.
- 4) CLUB OBLIGATIONS. CLUB will meet the following responsibilities and provide ongoing support in the implementation of the PROGRAM.
- a) CLUB will provide staff to serve as a point of contact to facilitate communication and coordination between CLUB and FRRPD.
  - b) CLUB will be responsible for providing adequate work clothes and uniform necessary to perform appointed job duties.
  - c) CLUB will be responsible for providing transportation to and from PROGRAM job site(s).
  - d) CLUB will be responsible for providing CLUB sponsored career readiness curriculum and materials in support of PROGRAM.
  - e) CLUB will be responsible for providing a daily snack and meal to PROGRAM participants.
  - f) CLUB will be responsible for providing PROGRAM incentives and stipends to participating youth.
  - g) CLUB will be responsible for the outreach, solicitation and marketing of PROGRAM.
  - h) CLUB will be responsible for FBI & DOJ background checks of its employees.
- 5) COMPENSATION. No compensation will be provided to either party for PROGRAM.
- 6) AUTONOMY. It is expressly agreed that CLUB shall have no authority to make any contract or binding promise of any nature on behalf of FRRPD, whether oral or written, without the express written consent of FRRPD. Likewise, it is expressly agreed that FRRPD shall have no authority to make any contract or binding promise of any

nature on behalf of CLUB, whether oral or written, without the express written consent of CLUB.

- 7) **TERM.** This MOU is in effect beginning on June 12, 2017, and continuing through August 31, 2022. Termination shall be in accordance with Paragraph 8, below.
- 8) **TERMINATION.** If either FRRPD or CLUB fail to perform any of their respective obligations set forth in this MOU, within the time and manner set forth herein or otherwise violates any of the terms of this MOU, either party may terminate this MOU by giving (1) one month's written notice. The notice must include the reason for the termination of this MOU and be sent to the addresses provided in Paragraph 9, below.
- 9) **NOTICE.** Notifications for any purposes, including but not limited to correspondence and termination, shall be made as follows:
 

Boys & Girls Club of North Valley Attn: CEO 601 Wall Street Chico, CA 95928	Feather River Recreation and Park District Attn: General Manager 1875 Feather River Blvd Oroville, CA 95965
--	--
- 10) **MODIFICATIONS.** This MOU may be reviewed and/or amended on an annual basis upon request from either party. This MOU constitutes the complete understanding between FRRPD and CLUB, respectively. Oral changes and modifications shall have no effect. This MOU may only be amended by a subsequent written instrument signed by both parties.
- 11) **INDEMNIFICATION.** FRRPD agrees to defend, indemnify, and hold harmless CLUB, its employees and agents, from any and all liability arising in any way out of FRRPD's negligence in the performance of this MOU, including, but not limited to, any claim due to injury and/or damage sustained by FRRPD and/or FRRPD's employees or agents. CLUB agrees to defend, indemnify, and hold harmless FRRPD, its employees and agents, from any and all liability arising in any way out of CLUB's negligence in the performance of this MOU, including, but not limited to, any claim due to injury and/or damage sustained by CLUB and/or CLUB's employees or agents.
- 12) **INSURANCE.** CLUB and FRRPD will each provide a certificate of insurance with a minimum of \$1,000,000 combined single limits of general liability. In case of injury of a Boys & Girls Club member or staff, the CLUB's insurance will be the primary insurance policy for any claims.
- 13) **GOVERNING LAW.** This MOU shall be construed, interpreted, and enforced in accordance with the laws of the State of California.
- 14) **MEDIATION.** Any dispute that arises out of or relates to this MOU, or the breach of it, shall be resolved by mediation between the parties. A mutually agreed upon mediator shall be used. However, if agreement cannot be reached, each party shall select one

mediator and those mediators shall select a third, which shall select a mediator for the parties. Costs of mediation shall be shared equally between the parties.

- 15) SEVERABILITY. If, for any reason, any provision of this MOU is held invalid, all other provisions of this MOU shall remain in full force and effect.

IN WITNESS WHEREOF, FRRPD and CLUB have executed this MOU on the dates set forth below.

FRRPD:

\_\_\_\_\_  
Apyrl Ramage, General Manager (Date)  
Feather River Recreation & Park District

CLUB:

\_\_\_\_\_  
Rashell Brobst, Chief Executive Officer (Date)  
Boys & Girls Clubs of the North Valley



## STAFF REPORT

**DATE: JUNE 27, 2017**

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

**FROM: EXECUTIVE ASSISTANT VICTORIA ANTON-TEAGUE**

**RE: FEATHER RIVER RECREATION AND PARK DISTRICT AND PIONEER ELEMENTARY SCHOOL DISTRICT**

**LEASE AGREEMENT EXTENSION**

### **SUMMARY**

The District currently has an annual lease agreement with the Pioneer Union Elementary School District for the Berry Creek Community Center and Park. With the direction of the Feather River Recreation and Park District Board of Directors, staff sent a letter requesting a ten year extension to the current Lease Agreement. Terms of the agreement are not subject to change.

The Pioneer Union Elementary School District provided a four year extension and following response:

*“The reason behind the decision for the 4 year extension is the current board members only have a four year term and are not able to extend it by 10 years when they may not be here in 10 years. We are happy to have this partnership with Feather River Recreation and Park District and hope you understand the circumstances.*

*Nicole Cardwell  
District Secretary  
Pioneer Union Elementary School District”*

### **RECOMMENDATION**

Review and approve four year lease agreement extension.

### **REQUEST**

Approve the four year extension as presented.

Berry Creek Elementary School  
Bald Rock Children’s Center

286 Rockerfeller Road  
Berry Creek, California 95916  
Telephone: (530) 589-1633  
Facsimile : (530) 589-5021

**School Facilities Lease Agreement**

The Pioneer Union Elementary School District, as lessor, agrees to lease to Feather River Recreation and Park District, as lessee, the use of building and property located at 300 Rockerfeller Road, Berry Creek, California for the purpose of a Community Center and Park while the building and property are not being used by the school District.

**This Lease**, entered into this 13<sup>th</sup> day of April, 2017, by and between the Pioneer Union Elementary School District, hereinafter referred to as the District and Feather River Recreation and Park District, herein after referred to as the User.

**Witnesseth:** The parties to this lease have agreed that the following terms and conditions shall be applicable to the lease of any of the District facilities described herein.

1. School board Policy shall be incorporated by reference into this lease, and the parties agree to be bound by the terms and conditions found herein.
2. The following information is presented by the User in order to obtain the requested facilities and the user affirms that said facts are true and correct to the best of its knowledge and belief:

Name of School: Bald Rock Community Day School	Is meeting free to Public:	Yes
Dates Requested: July 1, 2017 thru June 30, 2021	What price is charged to attend:	Zero
All Leases expire on June 30 <sup>th</sup> .	Name of User’s President:	_____
Leases <b>MUST</b> be renewed prior to June 1.	Phone Number of User’s president: (530) ___-___	
	User’s Email Address:	_____
Hours of Use:	All Times, except when School District is using building and property.	

User is corporation, association, or entity lawfully authorized to enter into this lease agreement. User further agrees that it will use the premises in an appropriate manner consistent with applicable laws, State Board of Education Rules and the policies and procedures of the Pioneer Union Elementary School District.

*The following covenants and conditions are part of this agreement:*

1. Monthly Utility Costs: \$250.00 per month (Estimated Utility Costs for 1.) Internet \$100 per month; 2.) Alarm \$30 per month; 3.) Electricity \$60 per month and 4.) Propane \$60 per month)
2. Any organization leasing any of the facilities of Pioneer Union Elementary School District shall provide liability insurance in the amount of one million dollars (\$1,000,000) personal injury liability and one million dollars (\$1,000,000) property damage liability insurance for the period of the utilization. The Pioneer Union Elementary School District shall be included as additional named insured and Certificate of such insurance shall be furnished to the District shall be included as additional named insured and a Certificate of such insurance shall be furnished to the District Office. The School District has agreed to maintain insurance on the building.

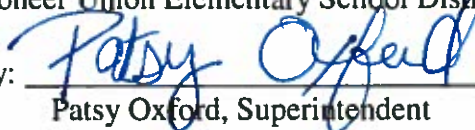
Berry Creek Elementary School  
Bald Rock Children's Center

286 Ruckerfeller Road  
Berry Creek, California 95916  
Telephone: (530) 589-1633  
Facsimile : (530) 589-5021

- 3. Furthermore, each and every Lessee occupying and using Lessor's facilities agrees to indemnify and hold harmless Lessor, to the fullest extent permitted by law, of and from any and all liabilities, claims, suits and damages, of whatever nature, type or form, to include reasonable attorney fees, arising either directly from Lessee's use and/ or occupancy of same.
- 4. In the event of damage (other than normal wear), the lessee shall be responsible for repair or replacement. The District assumes no responsibility for lost, misplaced, or stolen property of the lessee.
- 5. By policy of Pioneer Union Elementary School District Board of Education, no smoking or alcoholic beverages are permitted in any building or on school property.
- 6. All non-school related organizations or programs involving the students of the Pioneer Union Elementary School District will be given preference of scheduling for time and days after all school district operated programs and other school-related organizations.

Pioneer Union Elementary School District Lessor

Feather River Recreation and Park District Lessee

By:   
Patsy Oxford, Superintendent

By: \_\_\_\_\_

Dated: April 13, 2017

Dated: \_\_\_\_\_, 2017



## STAFF REPORT

**DATE: JUNE 27, 2017**

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

**FROM: GENERAL MANAGER APRYL RAMAGE**

**RE: BUTTE COUNTY REQUEST TO DESIGNATE BERRY CREEK COMMUNITY PARK AS A PUBLIC ASSEMBLY POINT IN CASE OF AN EVACUATION IN THAT AREA.**

### **SUMMARY**

In the design elements of the revised Butte County evacuation plan the County has begun designating areas that may be considered evacuation sites in case of a mandatory or voluntary evacuation. Two of these outlying sites are owned and/or maintained by Feather River Recreation and Park District. Butte County has requested to designate Berry Creek Community Park as a Public Assembly Point in the event of an evacuation.

Butte County defines a public assembly point as a temporary holding area that provides a safe haven for evacuees to assemble until conditions subside and evacuation routes are accessible, or for evacuees who otherwise cannot evacuate the community on their own and need assistance to be moved to a shelter.

A contact for the Berry Creek Community Park have been notified and consulted with in regards to this request. With board of director approval these sites will be designated as Public Assembly Points in need of a mandatory or voluntary evacuation. At the time Point of Contacts will be notified and restroom facilities and halls will be made readily available as needed. Capacity will be labeled on the maps for each area. If the evacuation event goes on for several days the EOC would provide porta potties and bottled water. These are Public Assembly Points, not shelters. No food would be provided. Busses would be sent to pick up those that need transportation to permanent shelters as necessary and security would be provided.

### **RECOMMENDATION**

Approve Butte County request to designate Berry Creek Community Park as a Public Assembly Point

### **REQUEST**

Approve request





**RESOLUTION NO. 1356-17**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING BUTTE COUNTY REQUEST TO DESIGNATE BERRY CREEK COMMUNITY PARK AS A PUBLIC ASSEMBLY POINT IN THE CASE OF AN EVACUATION IN THAT AREA**

**WHEREAS**, Butte County is requesting that the Feather River Recreation and Park District Board of Directors designate Berry Creek Community Park as a Public Assembly Point in the case of an evacuation in that area; and

**WHEREAS**, Butte County defines a public assembly point as a temporary holding area that provides a safe haven for evacuees to assemble until conditions subside and evacuation routes are accessible, or for evacuees who otherwise cannot evacuate the community on their own and need assistance to be moved to a shelter; and

**WHEREAS**, the Board of Directors, after receiving the recommendation from Butte County, agrees that Berry Creek Community Park should be used as a public assembly point in the case of an evacuation in that area; and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District authorizes Butte County’s request to designate Berry Creek Community Park as a public assembly point in the case of an evacuation.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 27<sup>th</sup> day of June 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Victoria Smith, Chairperson

\_\_\_\_\_  
Apryl Ramage, General Manager



**California Special  
Districts Association**  
*Districts Stronger Together*

## **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

### **2017 BOARD ELECTIONS**

#### **MAIL BALLOT INFORMATION**

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat C, **unless otherwise noted on the actual ballot**, and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 4, 2017**.

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association**  
**Attn: 2017 Board Elections**  
**1112 I Street, Suite 200**  
**Sacramento, CA 95814**

Please contact Beth Hummel at 877.924.2732 or [bethh@csda.net](mailto:bethh@csda.net) with any questions.



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: FRED RYNESS

District/Company: BURNEY WATER DISTRICT

Title: Current Vice President, Past President

Elected/Appointed/Staff: Elected

Length of Service with District: Since Dec 2007 Presently Seated until 2020

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

I am currently on the Professional Development Committee and have been an active member throughout my tenure

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

No

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

I ran for a Shasta County LAFCO position in Feb. 2017. I came in second out of four contestants

4. List civic organization involvement:

I have been a volunteer fire fighter

**\*\*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.**



**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: Rex Bohn

District/Company: North Coast Unified Air Quality Management District

Title: Chair of Governing Board of Directors

Elected/Appointed/Staff: Elected County Supervisor appointed to Governing Board

Length of Service with District: 4 years

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

Not currently

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

RCRC (Rural counties Representatives of CA), State Fair Board: 9<sup>th</sup> District  
Ag. Association, Cal Trans North District External Advisory

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

Humboldt County Supervisors (3<sup>rd</sup> term), Work Force Development Board, Air  
Quality Board, Area 1 on Aging, Redwood Community Action Agency, Emergency Medical  
Services, Humboldt County Assoc. of Government, Golden State Finance Committee,

4. List civic organization involvement: Transit Authority, Waste Management Authority

Raise over \$1 million/year for local charity auctions for Special Olympics, Boys & Girls Club  
Soproptimists of Humboldt Bay, Humboldt Sponsors, Boy Scouts; CEO of Redwood Fields (2-acre  
recreation facility for youth sports) coached over 40 youth sports teams

**\*\*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.**



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: William Jack Hartman

District/Company: Burney Fire Protection District

Title: COMMISSIONER - BURNLEY FIRE PROTECTION DISTRICT

Elected/Appointed/Staff: Elected / Appointed mid term

Length of Service with District: 4 or 5 months

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

No

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

Not that I can think of.

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

BFD / MAYERS MEMORIAL HOSPITAL DISTRICT

4. List civic organization involvement:

Not that I can think of.

**\*\*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.**



## STAFF REPORT

**DATE: JUNE 27, 2017**

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

**FROM: GENERAL MANAGER APRYL RAMAGE**

**RE: PURCHASE OF A COMPACT TRACK LOADER USING GENERAL FUND 2016-17 UNALLOCATED FUNDS**

### SUMMARY

The District needs to add additional Maintenance Department equipment to deter the need for renting equipment, which is costly and time consuming: resulting in using staff time to pick up and return, and slowing progress on repairs and projects.

The Bobcat is a multi-use machine designed to be used throughout the park district. Bobcats are one of the most commonly used pieces of equipment used by Park Districts. The Maintenance Department performs many tasks which require the use of a Bobcat. This piece of equipment can move large amounts of dirt during irrigation and trench projects, fence post drilling, loading and unloading material. Bobcat can be used to excavate soil for park improvements, and drill holes for planting of new trees. It is a versatile machine that can be adapted to numerous tasks with a variety of attachments that are available. In the past the District has always rented this equipment due to the lack of funds for purchasing a Bobcat.

<u>Quotes</u>			
Peterson CAT	New	Caterpillar 239D	\$ 43,054.44
Peterson CAT	New	Caterpillar 249D	\$ 45,643.46
Rental Guys	New	Bobcat T595 T4	\$ 49,645.76
Rental Guys	New	Bobcat T650 T4	\$ 58,297.15

### RECOMMENDATION

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

### REQUEST

Approve funding for purchase



June 6, 2017

**Feather River Recreation Park District**  
 Oroville  
 California  
 95966

Attention: Kevin

**RE: Quote 140515-01**

Dear Kevin,

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

One (1) New Caterpillar Model: 239D Compact Construction Equipment

**MACHINE SPECIFICATIONS**

239D CTL DCA1	522-5383
LANE 1 - AVAILABLE FROM SANFORD PDC	
LANE 2 - AVAILABLE FROM SANFORD FACTORY USING PRIORITY CODE L2	
LANE 3 - AVAILABLE FROM SANFORD FACTORY USING PRIORITY CODE L2	

**INCLUDES:**

418-5603 239D COMPACT TRACK LOADER HRC	418-5603
421-0340 CONVERSION ARRANGEMENT	421-0340
522-2549 CERTIFICATION ARR, (US/CANADA)	522-2549
418-6011 PACKAGE, PERFORMANCE, (H2)	418-6011
485-0411 CONTROL, ISO, PROP	485-0411
420-9754 RUBBER BELT, 1 SPD, D/S IDLER	420-9754
421-0016 RIDE CONTROL, NONE	421-0016
418-5751 ROPS, OPEN (C1)	418-5751
345-6349 SEAT,AIR SUSPENSION,VINYL,HEAT	345-6349
422-5564 DISPLAY, BASIC, ANTI-THEFT	422-5564
421-0047 BATTERY, 850 CCA, DISC	421-0047
258-4095 SEAT BELT, 2"	258-4095
441-5939 FAN, COOLING, DEMAND	441-5939
416-5901 QUICK COUPLER, MANUAL	416-5901
494-1672 LIGHTS, HALOGEN	

FRAMES - Lift linkage, radial path -

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SELL PRICE	\$40,144.00
NET BALANCE DUE	\$40,144.00
SALES TAX (7.25%)	\$2,910.44
AFTER TAX BALANCE	\$43,054.44

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**WARRANTY**

Standard Warranty: 12 Month, Unlimited Hours Standard Warranty

F.O.B/TERMS: Chico

Accepted by \_\_\_\_\_ on \_\_\_\_\_

\_\_\_\_\_  
Signature

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

Sincerely,



Larry Carter  
Machine Sales Representative  
Peterson CAT





June 16, 2017

**Feather River Rec Park District**

Attention: Kevin

**RE: Quote 140856-01**

Dear Kevin,

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

One (1) New Caterpillar Model: 249D Compact Construction Equipment

**MACHINE SPECIFICATIONS**

249D CTL DCA1	522-5385
LANE 1 - AVAILABLE FROM SANFORD PDC	
LANE 2 - AVAILABLE FROM SANFORD FACTORY USING PRIORITY CODE L2	
LANE 3 - AVAILABLE FROM SANFORD FACTORY USING PRIORITY CODE L2	

**INCLUDES:**

418-5605 249D COMPACT TRACK LOADER HRC	418-5605
421-0340 CONVERSION ARRANGEMENT	421-0340
522-2549 CERTIFICATION ARR, (US/CANADA)	522-2549
418-6014 PACKAGE, PERFORMANCE, (H2)	418-6014
485-0411 CONTROL, ISO, PROP	485-0411
420-9754 RUBBER BELT, 1 SPD, D/S IDLER	420-9754
421-0016 RIDE CONTROL, NONE	421-0016
418-5751 ROPS, OPEN (C1)	418-5751
345-6349 SEAT,AIR SUSPENSION,VINYL,HEAT	345-6349
422-5564 DISPLAY, BASIC, ANTI-THEFT	422-5564
421-0047 BATTERY, HEAVY DUTY, DISCONNECT	421-0047
258-4095 SEAT BELT, 2"	258-4095
441-5939 FAN, COOLING, DEMAND	441-5939
416-5901 QUICK COUPLER, MANUAL	416-5901
495-1672 LIGHTS, HALOGEN	495-1672
BUCKET-GP, BOCE 66"	279-5369
FORKS, 48" PALLET W/ CARRIAGE	353-1697

**OTHER STANDARD EQUIPMENT - Engine enclosure - lockable - Extended life antifreeze (-37C, -34F) - Coupler, mechanical -**

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<b>SELL PRICE</b>	<b>\$42,558.00</b>
<b>NET BALANCE DUE</b>	<b>\$42,558.00</b>
<b>SALES TAX (7.25%)</b>	<b>\$3,085.46</b>
<b>AFTER TAX BALANCE</b>	<b>\$45,643.46</b>

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**WARRANTY**

Standard Warranty: 12 Month, Unlimited Hours Standard Warranty

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

Accepted by \_\_\_\_\_ on \_\_\_\_\_

\_\_\_\_\_  
Signature

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

Sincerely,



Larry Carter  
Machine Sales Representative  
Peterson CAT



## Product Quotation

Quotation Number: 26213D026628

Date: 2017-06-05 20:43:40

Ship to	Bobcat Dealer	Bill To
Feather Rivaer Parks and Rec Attn: Kevin	Bobcat of Chico,Chico,CA 1343 WEST 8TH AVENUE CHICO CA 95926	Feather Rivaer Parks and Rec Attn: Kevin
Oroville, CA Phone: (916) 502-6192	Phone: (530) 342-0118 Fax: (530) 342-8043	Oroville, CA Phone: (916) 502-6192
	Contact: Marc Rivas Phone: 530-624-5507 Fax: 5303432272 Cellular: 5306245507 E Mail: rentalguysales@gmail.com	

Description	Part No	Qty	Price Ea.	Total
<b>T595 T4 Bobcat Compact Track Loader</b>	M0249	1	\$44,823.80	\$44,823.80
74.0 HP Tier 4 Turbo Diesel Engine	Lift Path: Vertical			
Auxiliary Hydraulics: Variable Flow	Lights, Front & Rear			
Backup Alarm	Operator Cab			
Bob-Tach	Includes: Adjustable Suspension Seat, Top & Rear			
Bobcat Interlock Control System (BICS)	Windows, Parking Brake, Seat Bar & Seat Belt			
Controls: Bobcat Standard	Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471			
Cylinder Cushioning - Lift, Tilt	Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts)			
Engine/Hydraulic Systems Shutdown	Parking Brake: Spring Applied, Pressure Released (SAPR)			
Glow Plugs (Automatically Activated)	Solid Mounted Carriage with 4 Rollers			
Horn	Tracks: Rubber, 12.6" Wide			
Instrumentation: Engine Temperature & Fuel Gauges, Hourmeter, RPM and Warning Lights	Warranty: 12 Months, Unlimited Hours			
Lift Arm Support				
68" C/I Bucket	6731406	1	\$695.80	\$695.80
Pallet Fork Frame	6712927	1	\$500.75	\$500.75
--- 48" Pallet Fork Teeth	6540182	1	\$269.40	\$269.40
<b>Total of Items Quoted</b>				<b>\$46,289.75</b>
<b>Sales total before Taxes</b>				<b>\$46,289.75</b>
Taxes: sales tax				<b>\$3,356.01</b>
<b>Quote Total - US dollars</b>				<b>\$49,645.76</b>

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:

Purchase Order: \_\_\_\_\_

Authorized Signature:

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**Finance Worksheet**



## Product Quotation

Quotation Number: 26213D026626

Date: 2017-06-05 15:44:09

Ship to	Bobcat Dealer	Bill To
Feather Rivaer Parks and Rec Attn: Kevin  Oroville, CA Phone: (916) 502-6192	Bobcat of Chico,Chico,CA 1343 WEST 8TH AVENUE CHICO CA 95926 Phone: (530) 342-0118 Fax: (530) 342-8043  Contact: Marc Rivas Phone: 530-624-5507 Fax: 5303432272 Cellular: 5306245507 E Mail: rentalguysales@gmail.com	Feather Rivaer Parks and Rec Attn: Kevin  Oroville, CA Phone: (916) 502-6192

Description	Part No	Qty	Price Ea.	Total
<b>T650 T4 Bobcat Compact Track Loader</b>	M0271	1	\$49,213.60	\$49,213.60
74 HP Tier 4 Turbo Diesel Engine	Lift Path: Vertical			
Auxiliary Hydraulics: Variable Flow	Lights, Front & Rear			
Backup Alarm	Operator Cab			
Bob-Tach	Includes: Adjustable Suspension Seat, Top & Rear			
Bobcat Interlock Control System (BICS)	Windows, Seat Bar, Seat Belt			
Controls: Bobcat Standard	Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471			
Cylinder Cushioning - Lift, Tilt	Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts)			
Engine/Hydraulic Systems Shutdown	Parking Brake: Spring Applied, Pressure Released (SAPR)			
Glow Plugs (Automatically Activated)	Solid Mounted Carriage with 4 Rollers			
Horn	Spark Arrestor Exhaust System			
Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Lights	Tracks: Rubber, 12.6" wide			
Lift Arm Support	Warranty: 12 Months, Unlimited Hours			
Cab Accessory Package	M0000-R80-C02	1	\$265.60	\$265.60
Two Speed	M0271-R04-C02	1	\$1,286.40	\$1,286.40
Roller Suspension Carriage	M0271-R21-C13	1	\$1,048.32	\$1,048.32
Automatic Ride Control	M0271-R33-C02	1	\$380.80	\$380.80
80" C/I Bucket	6731412	1	\$814.80	\$814.80
Pallet Fork Frame, Heavy Duty	7109332	1	\$786.80	\$786.80
--- 48" Pallet Fork Teeth	6541518	1	\$560.00	\$560.00
<b>Total of Items Quoted</b>				<b>\$54,356.32</b>
<b>Sales total before Taxes</b>				<b>\$54,356.32</b>
<b>Taxes: sales tax</b>				<b>\$3,940.83</b>
<b>Quote Total - US dollars</b>				<b>\$58,297.15</b>

### Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

**Customer Acceptance:**

Purchase Order: \_\_\_\_\_

**Authorized Signature:**



**RESOLUTION NO. 1357-17**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ADOPTING APPROVED UNALLOCATED FUND PURCHASE 2016-17 FISCAL YEAR**

**WHEREAS,** The Feather River Recreation and Park District Board of Directors approves unallocated fund purchases, and

**WHEREAS,** the Board of Directors of the Feather River Recreation and Park District has reviewed the finances and agrees with the recommendation of the General Manager to approve the allocation of 2016-17 unallocated fund purchases;

**REQUEST EXPENSE OF UNALLOCATED FUNDS 2016-17**

Compact Track Loader with attachments up to \$55K

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Directors of the Feather River Recreation and Park District approves up to \$55K in 2016-17 unallocated funds to be spent on the above approved purchase.

**PASSED AND ADOPTED,** at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 27th day of June 2017 by the following vote:

Ayes\_\_\_\_

Noes\_\_\_\_

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 Monthly Apr17-May17 Review Budget Over/Under			YTD	YTD	YTD	YTD	YTD	YTD Jul-May17	MONTHLY	YTD		
Apr-17	May-17	TOTAL	Annual Budget	Over (Under)	92%	% used	Staff comments: Expenses	ACTUAL TOTAL	BUDGET 11 MONTHS	Over (Under)	100% % used	Staff comments: Under/Over Budget
<b>Ordinary Income/Expense</b>												
<b>Income</b>												
4100 - Tax Revenue	590,653	44,332	1,492,162	1,504,500	(12,338)	99%		1,492,162	1,379,125	113,037	108%	
4150 - Tax Revenue (BAD)	100,552		237,134	261,517	(24,383)	91%		237,134	239,724	(2,590)	99%	
<b>- Program Income</b>												
4350 - Discounts & Credits	(500)	(588)	(6,575)	(8,000)	1,425	82%		(6,575)	(7,333)	758	90%	
4300 - Program Income	88,100	80,223	944,660	998,700	(54,040)	95%	May17: Aquatics \$4.3k, Classes \$8.9k, Rentals \$2.2k Preschool \$33k, Sports \$7.6k, Gymnastics \$24k	944,660	915,475	29,185	103%	Estimated f/year 2016-17 loss of revenue from flood/spillway crisis \$34.5k.
<b>Total - Program Income</b>	<b>87,600</b>	<b>79,635</b>	<b>938,085</b>	<b>990,700</b>	<b>(52,615)</b>	<b>95%</b>		<b>938,085</b>	<b>908,142</b>	<b>29,943</b>	<b>103%</b>	
4400 - Donation & Fundraising Income	280		3,469	2,000	1,469	173%		3,469	1,833	1,636	189%	
4500 - Grant/Reimbursed Expense Income		25,855	37,942	2,000	35,942	1897%	May17: SBF Grant Nelson Irrigation \$24k, SBF Melton Design Trail Project \$917, SDMRMA reimburse travel to conferences \$938	37,942	1,833	36,109	2070%	YTD recap: \$141 credit card points Cash Reimburse. \$11,988 SBF Trail Project reimburse Melton Design. \$24K SBF Grant Nelson Irrigation \$875 conference/education scholarships. \$938 SDRMA reimburse Travel to conferences
4501 - FEMA Riverbend Flooding Grant	71,707	1,658	73,614	0	0	0%	Expected Reimbursement from FEMA Grant due to Riverbend Flooding: out of pocket costs covered by FEMA (including Ins Deductible)	73,614	0	0	0%	<b>YTD Riverbend Flood recap: \$34.5k loss of revenue, \$27.9 loss of wages, \$11.2k misc expenses directly related.</b>
4600 - Other Income			963	0	963			963	0	963		
4900 - Interest Income			4,719	8,300	(3,581)	57%		4,719	7,608	(2,889)	62%	
4905 - Interest Income - BAD			193	1,000	(807)	19%		193	917	(724)	21%	
<b>Total Income</b>	<b>850,792</b>	<b>151,480</b>	<b>2,788,281</b>	<b>2,770,017</b>	<b>18,264</b>	<b>101%</b>		<b>2,788,281</b>	<b>2,539,182</b>	<b>249,099</b>	<b>110%</b>	
<b>Gross Profit</b>												
<b>Expense</b>												
<b>- Payroll Expenses</b>												
5010 - Wages & Salaries	94,686	98,013	1,115,860	1,299,713	(183,853)	86%		1,115,860	1,191,404	(75,544)	94%	
5020 - Employer Taxes	10,033	10,213	116,153	129,346	(13,193)	90%		116,153	118,567	(2,414)	98%	
5030 - Employee Benefits	9,831	9,841	111,142	138,629	(27,487)	80%		111,142	127,077	(15,935)	87%	
5040 - Workers Comp	3,369	3,545	40,852	50,202	(9,350)	81%		40,852	46,019	(5,167)	89%	
5060 Labor/Benefits CIP Projects	(3,593)		(12,898)	(8,000)	(4,898)	161%		(12,898)	(7,333)	(5,565)	176%	
5061 Labor OT Riverbend FEMA		(771)	(771)				Riverbend Flood- Maintenance Overtime pay, eligible for reimbursement FEMA/Insurance (moved expense to g/l 5101)	(771)				Riverbend flooding Overtime. This is an unbudgeted item and should not be included in comparison actual vs budget, g/l 5061 deducts from payroll total and moves to g/l 5101 FEMA expenses
<b>Total - Payroll Expenses</b>	<b>114,326</b>	<b>120,841</b>	<b>1,370,338</b>	<b>1,609,890</b>	<b>(239,552)</b>	<b>85%</b>		<b>1,370,338</b>	<b>1,475,733</b>	<b>(105,395)</b>	<b>93%</b>	Estimated the budget will come in under budget for the year \$95-100k. <b>Maintenance Dept is the bulk of the under budget amount: estimated \$70k under budget</b>
5031 GASB 68 Benefit Expense			17,609	16,500	1,109	107%		17,609	15,125	2,484	116%	GASB paid in full 100%
5100 - Advertising & Promotion	90	299	5,676	10,000	(4,324)	57%		5,676	9,167	(3,491)	62%	
5101 FEMA Riverbend Flood Expenses	9,295	1,658	11,202	0	0	0%		11,202	0	11,202		<b>All expenses FRRPD paid out of pocket due to Riverbend Flood, OT wages included</b>
5120 - Bank Fees	2,919	842	12,418	9,000	3,418	138%	Apr17: \$2k annual bank fee Bany of New York, both loans.	12,418	8,250	4,168	151%	Under estimated bank fee expenses, plus program revenue growing results in higher bank fees.
5130 - Charitable Contributions			2,500	3,000	(500)	83%		2,500	2,750	(250)	91%	Contribution to Do it Leisure paid in full 100%
5140 - Copying & Printing	1,287	812	9,959	21,000	(11,041)	47%		9,959	19,250	(9,291)	52%	New lease, less equipment. Under budget trend will continue
5155 - Employment New Hire Screen		220	3,348	3,700	(352)	90%		3,348	3,392	(44)	99%	
5160 - Dues, Mbrshps & Publications	387	232	11,198	12,000	(802)	93%		11,198	11,000	198	102%	
5170 - Education & Development	452	99	4,721	5,500	(779)	86%	Arp17: Business Mgr. District revenue webinar \$65, Gymnastics, Preschool, Admin Supervisor trainings \$476. May17 Supervisor training \$99	4,721	5,042	(321)	94%	Scholarships received offsets expense-see Income account g/l 4500. Total Scholarships received to date: \$875.
5175 - Equipment Rental	90	2,281	4,958	4,450	508	111%		4,958	4,079	879	122%	
<b>- Equipment, Tools &amp; Furn (&lt;\$2k)</b>												
5182 - Operating ET&F		827	827	5,000	(4,173)	17%	replace broken office chairs, timeclocks for aquatics, replace broken desk \$827	827	4,583	(3,756)	18%	
5184 - Program ET&F	536	412	17,546	9,050	8,496	194%		17,546	8,296	9,250	212%	Board approved \$14k operating expenditure/\$10k Fixed Assets Gymnastic equipment, total \$24k not budgeted.
5186 - Site/Shop ET&F	1,131	5,871	15,915	19,000	(3,085)	84%	Band saw, cordless drill sets, replace broken air compressor, pesticide sprayers	15,915	17,417	(1,502)	91%	

Feather River Recreation & Park District Business Manager Staff Report										MONTHLY ACTUAL VS. MONTHLY BUDGET Annual Budget divided by "X" amount of months					
Compare Monthly Apr17-May17 Review Budget Over/Under										YTD Jul-May17		MONTHLY		YTD	
			YTD	YTD	YTD	YTD									
			Annual	Annual	Over	92%									
			TOTAL	Budget	(Under)	% used	Staff comments: Expenses								
			Apr-17	May-17	TOTAL	Budget	(Under)	% used	Staff comments: Under/Over Budget						
			5187 · Computers & Technology ET&F		2,017	4,598	12,000	(7,402)	38%	Computer Business Mgr \$1385, Sports scheduler software application \$500	4,598	11,000	(6,402)	42%	Recreation software budgeted \$6k, and will not be spent in 2016-17. Software to be purchased 2017-18 and added to the Fixed Asset budget.
			<b>Total · Equipment, Tools &amp; Furn (&lt;\$2k)</b>	<b>1,667</b>	<b>9,127</b>	<b>38,886</b>	<b>45,050</b>	<b>(6,164)</b>	<b>86%</b>		<b>38,886</b>	<b>41,296</b>	<b>(2,410)</b>	<b>94%</b>	
			5200 · Insurance			41,362	47,000	(5,638)	88%		41,362	43,083	(1,721)	96%	Estimated YTD \$6k under budget, changed trampoline insurance.
			5225 · Postage & Delivery	161		3,020	2,300	720	131%		3,020	2,108	912	143%	
			- Professional & Outside Svcs												
			5232 · Accounting	489		22,614	25,000	(2,386)	90%		22,614	22,917	(303)	99%	
			5233 · Bands/Recreation			1,450	1,500	(50)	97%		1,450	1,375	75	105%	
			5234 · Board Stipends	900	1,000	9,800	12,000	(2,200)	82%		9,800	11,000	(1,200)	89%	
			5235 · Recreation Instructors	2,945	5,127	38,007	43,750	(5,743)	87%		38,007	40,104	(2,097)	95%	
			5236 · Legal	338	428	13,687	20,000	(6,313)	68%		13,687	18,333	(4,646)	75%	
			5237 · Contract Janitorial	5,050	5,050	55,030	49,600	5,430	111%	effective Nov16 Park restrooms on 7 day/week contract, not budgeted. Jan17 \$400 credit, Feb17 \$800 Riverbend Park closed, no bathroom cleaning service required.	55,030	45,467	9,563	121%	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	536	1,405	48,636	91,000	(42,364)	53%	May17: Melton Design SBF trail project \$917, reimbursed by SBF see Grant Income g/l.	48,636	83,417	(34,781)	58%	YTD \$12k, Melton Design, not budgeted- SBF to reimbursed FRRPD, see Grant Income to off set this expense. Under budget YTD \$40k related to no elections Nov16.
			<b>Total · Professional &amp; Outside Svcs</b>	<b>10,258</b>	<b>13,010</b>	<b>189,224</b>	<b>242,850</b>	<b>(53,626)</b>	<b>78%</b>		<b>189,224</b>	<b>222,613</b>	<b>(33,389)</b>	<b>85%</b>	
			5250 · Rent			2,139	3,200	(1,061)	67%		2,139	2,933	(794)	73%	
			- Repairs & Maintenance												
			5261 · Building R&M	1,609	5,156	23,304	35,000	(11,696)	67%		23,304	32,083	(8,779)	73%	
			5262 · Equipment R&M	1,686	546	13,935	25,000	(11,065)	56%		13,935	22,917	(8,982)	61%	
			5263 · General R&M	616	99	16,729	30,000	(13,271)	56%		16,729	27,500	(10,771)	61%	
			5264 · Grounds R&M	593	6,379	21,192	65,000	(43,808)	33%		21,192	59,583	(38,391)	36%	
			5265 · Janitorial Supplies	2,037	1,998	21,854	27,000	(5,146)	81%		21,854	24,750	(2,896)	88%	
			5266 · Vandalism Repair	2,013	4,270	14,979	12,000	2,979	125%	May17: replace stolen items at shop \$1800, repair electrical destoryed at Nelson \$1850, replace toilet at tennis courts \$135, misc replace/repairs \$500	14,979	11,000	3,979	136%	
			5267 · Vehicle R&M	116	1,057	9,465	10,000	(535)	95%	F150 repair leak, Dodge 1500 new brake controller. May17: Camp van repair window jam, repair trailer brake controller	9,465	9,167	298	103%	Discussion regarding replacing several trucks should be a high priority during 2017-18 budget process. Maintenance on older trucks is becoming costly, leasing would be more cost effective.
			5268 · Aquatics Pool R&M	3,355	6,954	35,081	20,000	15,081	175%		35,081	18,333	16,748	191%	
			5269 · Outside Contractor/Services R&M	193	5,579	16,525	6,000	10,525	275%	May17: Electrician misc park sites \$4680- repair security lights, shanee field lights, short circuit at Nelson, hook up electric at Playtown. Pest control at pools \$200.	16,525	5,500	11,025	300%	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 5/31/17 is under budget \$38k
			<b>Total · Repairs &amp; Maintenance</b>	<b>12,218</b>	<b>32,038</b>	<b>173,064</b>	<b>230,000</b>	<b>(56,936)</b>	<b>75%</b>		<b>173,064</b>	<b>210,833</b>	<b>(37,769)</b>	<b>82%</b>	
			5270 · Security	800	155	3,963	6,000	(2,037)	66%		3,963	5,500	(1,537)	72%	
			- Supplies - Consumable												
			5281 · Misc Staff & Uniform Supplies	291	2,091	8,760	7,000	1,760	125%	May17: Summer camp and aquatics uniforms	8,760	6,417	2,343	137%	Over budget- offset \$800 posted in donations for Xmas Party. \$1250 MOU clothing allowance not budgeted, adj to 2017-18 will reflect MOU clothing allowance in budget
			5282 · Office Supplies	145	443	4,928	6,500	(1,572)	76%		4,928	5,958	(1,030)	83%	
			5284 · Program Food	1,440	1,194	10,110	12,000	(1,890)	84%		10,110	11,000	(890)	92%	
			5286 · Program Supplies	1,561	3,615	19,053	18,000	1,053	106%	May17: Preschool: Graduation prep, misc supplies, hosted Mother's Day luncheon \$340, Camp Tshirts for kids \$650, Adult/Youth sports \$325, Gymnastics: Leos, books, program supplies \$2.1k	19,053	16,500	2,553	115%	
			5287 · Safety Supplies	177	334	2,740	2,300	440	119%		2,740	2,108	632	130%	
			5289 · Site Supplies	0	445	1,769	2,500	(731)	71%		1,769	2,292	(523)	77%	
			<b>Total · Supplies - Consumable</b>	<b>3,614</b>	<b>8,122</b>	<b>47,360</b>	<b>48,300</b>	<b>(940)</b>	<b>98%</b>		<b>47,360</b>	<b>44,275</b>	<b>3,085</b>	<b>107%</b>	
			5290 · Taxes, Lic., Notices & Permits	1,243	(401)	5,528	6,000	(472)	92%	Apr17: \$1243 Annual permit State Water Resources Control Riverbend. May17: April permit was refunded, State Water Resources stated it is no longer required	5,528	5,500	28	101%	
			5300 · Telephone/Internet	929	930	10,755	11,000	(245)	98%		10,755	10,083	672	107%	
			- Transportation, Meals & Travel												



Feather River Recreation & Park District Business Manager Staff Report										MONTHLY ACTUAL VS. MONTHLY BUDGET					
										Annual Budget divided by "X" amount of months					
Compare Monthly Apr17-May17 Review Budget Over/Under										YTD Jul-May17	BUDGET	MONTHLY	YTD		
			YTD	YTD	YTD	YTD	annual budget			ACTUAL	BUDGET	Over	100%		
			Apr-17	May-17	TOTAL	Annual Budget	Over (Under)	92%	Staff comments: Expenses	TOTAL	11	(Under)	% used	Staff comments: Under/Over Budget	
			5312 - Air, Lodging, Other Travel	462	20	2,256	2,000	256	113%	Apr17: 2 roundtrip airfare Gymnastics staff to Boise, ID	2,256	1,833	423	123%	Received reimbursement \$938 from SDRMA for travel to conferences during 2016-17 see g/l 4500-both hotel and mileage for eligible conferences
			5314 - Fuel	1,554	1,577	15,273	25,000	(9,727)	61%		15,273	22,917	(7,644)	67%	
			5316 - Meals (Traveling Conferences)			64	500	(436)	13%		64	458	(394)	14%	
			5318 - Mileage	146	192	2,836	4,800	(1,964)	59%		2,836	4,400	(1,564)	64%	
			Total - Transportation, Meals & Travel	2,162	1,789	20,429	32,300	(11,871)	63%		20,429	29,608	(9,179)	69%	
			- Utilities												
			5322 - Electric	4,837	8,183	90,561	105,000	(14,439)	86%		90,561	96,250	(5,689)	94%	
			5324 - Garbage	1,434	898	16,015	21,000	(4,985)	76%		16,015	19,250	(3,235)	83%	
			5326 - Gas/Propane	334	237	7,521	4,100	3,421	183%		7,521	3,758	3,763	200%	Dec16 received Gas bill for Oct/November Nelson pool. The budget for the pool heater is in Electric, not gas.
			5328 - Sewer	141	141	3,524	4,600	(1,076)	77%		3,524	4,217	(693)	84%	
			5329 - Water	2,236	3,366	76,936	110,000	(33,064)	70%		76,936	100,833	(23,897)	76%	
			Total - Utilities	8,982	12,825	194,557	244,700	(50,143)	80%		194,557	224,308	(29,751)	87%	
			Total Expense	170,880	204,879	2,184,214	2,613,740	(429,526)	84%		2,184,214	2,395,928	(211,715)	91%	
			Total Profit (Loss)	679,912	(53,399)	604,067	156,277	447,790			604,067	143,254	460,813		
			Other Income/Expense								0	0			
			Other Income												
			4200 - Impact Fee Income	5,530	4,514	49,950					49,950	0			
			4910 - Interest Income - Impact Fees			1,058					1,058	0			
			9990 Gail (Loss) on Asset Disposal			0					0	0			
			Total Other Income	5,530	4,514	51,008					51,008	0			
			Other Expense												
			7000 Year End Adj Fair Value Adjustment			0					0				
			7210 - Debt Interest Expense	10,169	10,169	114,526	124,695				114,526	114,304			
			Total Other Expense	10,169	10,169	114,526	124,695				114,526	114,304			
			Net Other Income	(4,639)	(5,655)	(63,518)					(63,518)	0			
			Net Income	675,273	(59,054)	540,549	31,582				540,549	28,950			



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

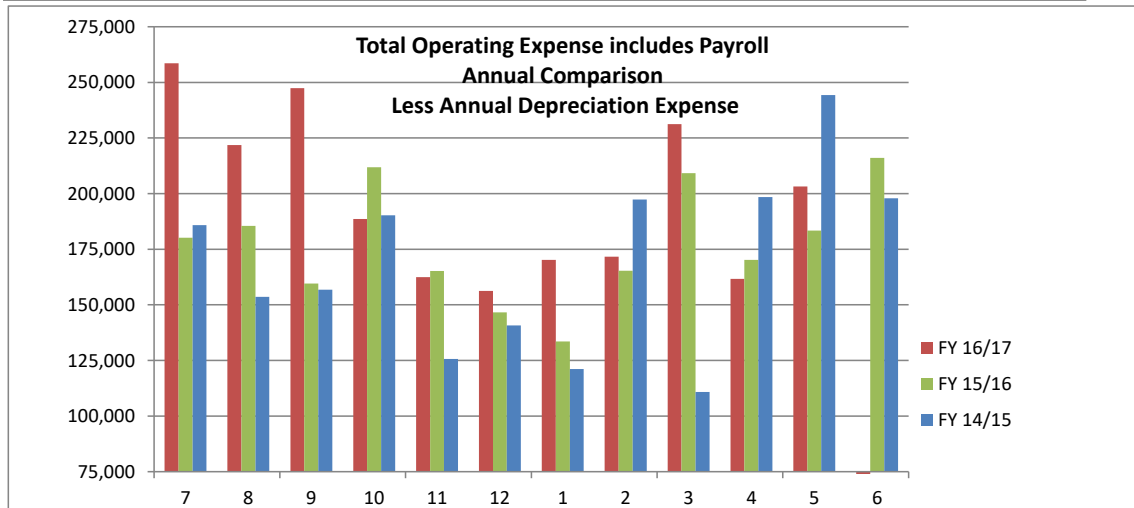
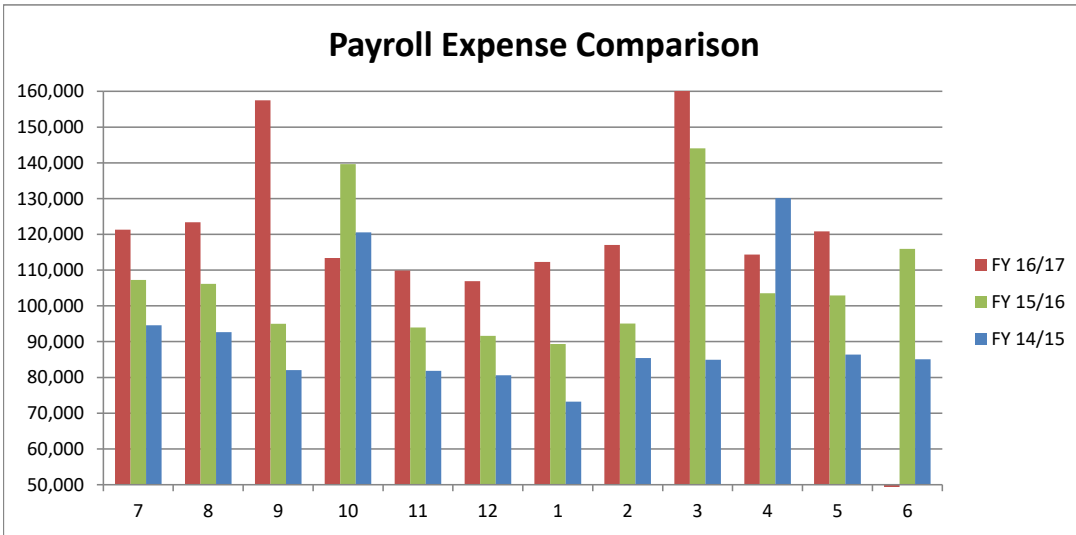
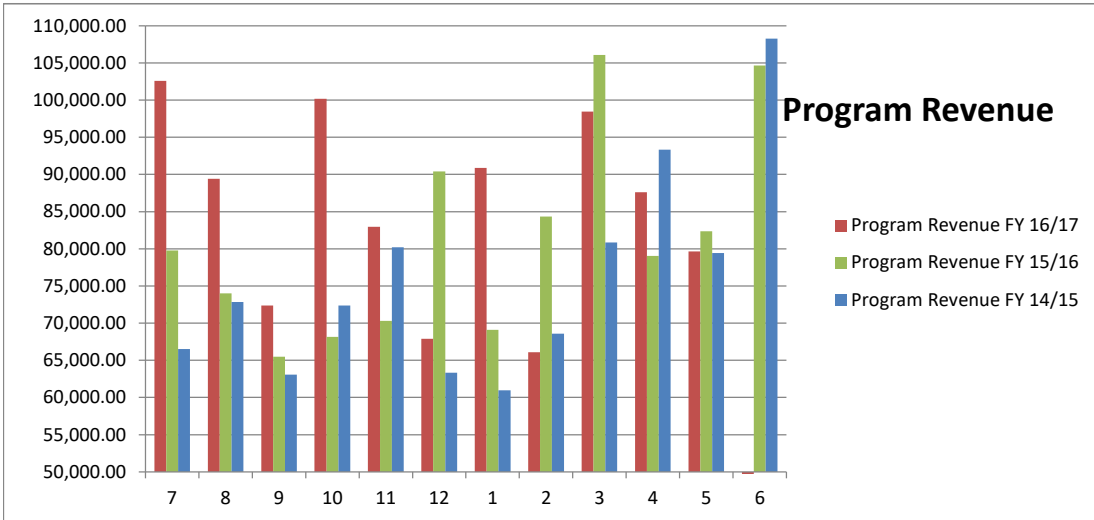
06/15/2017  
Accrual Basis

	May 31, 17	May 31, 16	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	878,248.27	797,722.42	80,525.85	10.09%
1010.2 - Treasury Cash - Reserve	243,594.00	298,594.00	-55,000.00	-18.42%
<b>Total 1010 - Treasury Cash</b>	<b>1,121,842.27</b>	<b>1,096,316.42</b>	<b>25,525.85</b>	<b>2.33%</b>
1020 - Imprest Cash	357.70	462.74	-105.04	-22.7%
1030 - BofW - Merchant Acct.	137,110.02	92,874.80	44,235.22	47.63%
1031 - BofW Project Checking	146.38	39,202.05	-39,055.67	-99.63%
1040 - Fund 2610 - BAD	266,935.14	314,422.26	-47,487.12	-15.1%
1050 - Impact Fees				
1051 - Impact - Parklands	159,626.70	117,497.23	42,129.47	35.86%
1052 - Impact - Public Use	51,877.63	49,268.74	2,608.89	5.3%
1053 - Impact - Aquatics	26,210.19	44,880.48	-18,670.29	-41.6%
<b>Total 1050 - Impact Fees</b>	<b>237,714.52</b>	<b>211,646.45</b>	<b>26,068.07</b>	<b>12.32%</b>
<b>Total Checking/Savings</b>	<b>1,764,106.03</b>	<b>1,754,924.72</b>	<b>9,181.31</b>	<b>0.52%</b>
<b>Accounts Receivable</b>				
1210 - Accounts Receivable	46,715.87	4,397.50	42,318.37	962.33%
<b>Total Accounts Receivable</b>	<b>46,715.87</b>	<b>4,397.50</b>	<b>42,318.37</b>	<b>962.33%</b>
<b>Other Current Assets</b>				
1301 - Merchant Credit Card Receivable	0.00	1,499.22	-1,499.22	-100.0%
1302 - FEMA Riverbend Claim A/R	73,613.63	0.00	73,613.63	100.0%
1310 - Miscellaneous Receivables	667.94	2,240.00	-1,572.06	-70.18%
1315 - Prepaid Insurance	0.00	2,848.35	-2,848.35	-100.0%
1316 - Prepaid Expenses/Debt Interest	10,168.74	10,762.83	-594.09	-5.52%
1320 - Umpqua Bank Project Fund	241,800.00	245,000.00	-3,200.00	-1.31%
1321 - Bank of NY Holding Account	0.00	6.74	-6.74	-100.0%
<b>Total Other Current Assets</b>	<b>326,250.31</b>	<b>262,357.14</b>	<b>63,893.17</b>	<b>24.35%</b>
<b>Total Current Assets</b>	<b>2,137,072.21</b>	<b>2,021,679.36</b>	<b>115,392.85</b>	<b>5.71%</b>
<b>Fixed Assets</b>				
1410 - Land	627,494.00	627,494.00	0.00	0.0%
1420 - Buildings & Improvements	18,147,685.61	17,988,916.76	158,768.85	0.88%
1430 - Equipment & Vehicles	778,111.46	735,448.26	42,663.20	5.8%
1440 - Construction in Progress				
1444 - CIP Tennis Courts Oct15 BT99	0.00	28,890.69	-28,890.69	-100.0%
1446 - CIP Act Center Improvement AC99	7,022.70	0.00	7,022.70	100.0%
1447 - CIP Berry Creek Bathroom BC99	6,129.11	0.00	6,129.11	100.0%
<b>Total 1440 - Construction in Progress</b>	<b>13,151.81</b>	<b>28,890.69</b>	<b>-15,738.88</b>	<b>-54.48%</b>
1499 - Accumulated Depreciation	-5,455,785.08	-4,946,265.95	-509,519.13	-10.3%
<b>Total Fixed Assets</b>	<b>14,110,657.80</b>	<b>14,434,483.76</b>	<b>-323,825.96</b>	<b>-2.24%</b>
<b>Other Assets</b>				
1550 - GASB 68 CalPERS Valuation				
1551 - GASB68 Deferred Outflow Pension	59,598.00	28,396.00	31,202.00	109.88%
<b>Total 1550 - GASB 68 CalPERS Valuation</b>	<b>59,598.00</b>	<b>28,396.00</b>	<b>31,202.00</b>	<b>109.88%</b>
<b>Total Other Assets</b>	<b>59,598.00</b>	<b>28,396.00</b>	<b>31,202.00</b>	<b>109.88%</b>
<b>TOTAL ASSETS</b>	<b>16,307,328.01</b>	<b>16,484,559.12</b>	<b>-177,231.11</b>	<b>-1.08%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 - Accounts Payable	69,799.61	98,414.82	-28,615.21	-29.08%
<b>Total Accounts Payable</b>	<b>69,799.61</b>	<b>98,414.82</b>	<b>-28,615.21</b>	<b>-29.08%</b>

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

06/15/2017  
Accrual Basis

	May 31, 17	May 31, 16	\$ Change	% Change
<b>Credit Cards</b>				
2300 - Credit Cards Payable				
2335 - BofW CC 2122 GM	155.32	147.20	8.12	5.52%
2336 - BofW CC 0018 General	0.00	346.49	-346.49	-100.0%
2337 - BoW CC 4607 Preschool	1,101.46	9.48	1,091.98	11,518.78%
2338 - BoW CC 6280 Maintenance	603.25	800.00	-196.75	-24.59%
2339 - BoW CC 8111 General	396.78	0.00	396.78	100.0%
<b>Total 2300 - Credit Cards Payable</b>	<b>2,256.81</b>	<b>1,303.17</b>	<b>953.64</b>	<b>73.18%</b>
2350 - Supplier Accounts				
2353 - Walmart	188.00	191.65	-3.65	-1.91%
2354 - Home Depot	4,888.69	68.34	4,820.35	7,053.48%
2357 - Tractor Supply	-173.53	0.00	-173.53	-100.0%
<b>Total 2350 - Supplier Accounts</b>	<b>4,903.16</b>	<b>259.99</b>	<b>4,643.17</b>	<b>1,785.9%</b>
<b>Total Credit Cards</b>	<b>7,159.97</b>	<b>1,563.16</b>	<b>5,596.81</b>	<b>358.05%</b>
<b>Other Current Liabilities</b>				
2100 - Payroll Liabilities				
2160 - Workers Comp Payable	5,573.43	1,804.48	3,768.95	208.87%
2180 - Health Insurance Payable	5,915.69	382.51	5,533.18	1,446.55%
2185 - Dental Insurance Payable	948.03	47.75	900.28	1,885.4%
2186 - Life Insurance Payable	75.60	5.40	70.20	1,300.0%
2187 - Aflac Payable	1,028.54	856.40	172.14	20.1%
2199 - Accrued Leave Payable	26,077.44	19,076.02	7,001.42	36.7%
<b>Total 2100 - Payroll Liabilities</b>	<b>39,618.73</b>	<b>22,172.56</b>	<b>17,446.17</b>	<b>78.68%</b>
2200 - Sales Tax Payable	7.81	25.67	-17.86	-69.58%
2400 - Deposits Held for Others	-95.00	0.00	-95.00	-100.0%
2410 - Gift Certificate Liability	190.00	155.00	35.00	22.58%
<b>Total Other Current Liabilities</b>	<b>39,721.54</b>	<b>22,353.23</b>	<b>17,368.31</b>	<b>77.7%</b>
<b>Total Current Liabilities</b>	<b>116,681.12</b>	<b>122,331.21</b>	<b>-5,650.09</b>	<b>-4.62%</b>
<b>Long Term Liabilities</b>				
2955 - Umpqua Bank Tax Exempt Bond A	3,445,750.00	3,637,186.00	-191,436.00	-5.26%
2960 - Umpqua Bank Taxable Bond B	188,000.00	211,000.00	-23,000.00	-10.9%
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%
<b>Total 2975 - GASB 68 CalPERS Liab Valuation</b>	<b>669,776.00</b>	<b>733,452.00</b>	<b>-63,676.00</b>	<b>-8.68%</b>
<b>Total Long Term Liabilities</b>	<b>4,303,526.00</b>	<b>4,581,638.00</b>	<b>-278,112.00</b>	<b>-6.07%</b>
<b>Total Liabilities</b>	<b>4,420,207.12</b>	<b>4,703,969.21</b>	<b>-283,762.09</b>	<b>-6.03%</b>
<b>Equity</b>				
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	540,495.42	636,371.21	-95,875.79	-15.07%
<b>Total Equity</b>	<b>11,887,120.89</b>	<b>11,780,589.91</b>	<b>106,530.98</b>	<b>0.9%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,307,328.01</b>	<b>16,484,559.12</b>	<b>-177,231.11</b>	<b>-1.08%</b>



- 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
- 2017-18 Revenue and Expenses do not include FEMA Riverbend accounts

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			
May-17												YTD	YTD	YTD	YTD	May-17	May-17	MONTHLY	YTD
Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	TOTAL	Annual Budget	Over (Under)	% used	ACTUAL YTD	BUDGET	Over (Under)	% used	
																MONTHS			
<b>Ordinary Income/Expense</b>																			
<b>Income</b>																			
4100 - Tax Revenue			73,856	6,862	763,474	6,965	6,020		590,653	44,332	1,492,162	1,504,500	(12,338)	99%	1,492,162	1,379,125	113,037	108%	
4150 - Tax Revenue (BAD)					136,582				100,552		237,134	261,517	(24,383)	91%	237,134	239,724	(2,590)	99%	
<b>- Program Income</b>																			
4350 - Discounts & Credits	(579)	(508)	(602)	(836)	(647)	(636)	(664)	(519)	(496)	(500)	(588)	(8,000)	1,425	82%	(6,575)	(7,333)	758	90%	
4300 - Program Income	103,173	89,943	72,956	101,010	83,606	68,540	91,547	66,615	98,947	88,100	944,660	998,700	(54,040)	95%	944,660	915,475	29,185	103%	
<b>Total - Program Income</b>	<b>102,594</b>	<b>89,435</b>	<b>72,354</b>	<b>100,174</b>	<b>82,959</b>	<b>67,904</b>	<b>90,883</b>	<b>66,096</b>	<b>98,451</b>	<b>87,600</b>	<b>938,085</b>	<b>990,700</b>	<b>(52,615)</b>	<b>95%</b>	<b>938,085</b>	<b>908,142</b>	<b>29,943</b>	<b>103%</b>	
4400 - Donation & Fundraising Income	27	26	21		800		1,550	765	280		3,469	2,000	1,469	173%	3,469	1,833	1,636	189%	
4500 - Grant/Reimbursed Expense Income		4,266		580	1,274	295		5,672		25,855	37,942	2,000	35,942	1897%	37,942	1,833	36,109	2070%	
4501 FEMA Riverbend Flooding Grant								17	232	71,707	1,658				73,614				
4600 - Other Income	272	80		30	56	1		494	30		963	0	963		963	0	963		
4900 - Interest Income				2,858			1,861				4,719	8,300	(3,581)	57%	4,719	7,608	(2,889)	62%	
4905 - Interest Income - BAD				80			113				193	1,000	(807)	19%	193	917	(724)	21%	
<b>Total Income</b>	<b>102,893</b>	<b>93,807</b>	<b>72,375</b>	<b>177,578</b>	<b>91,151</b>	<b>969,056</b>	<b>99,822</b>	<b>74,177</b>	<b>105,150</b>	<b>850,792</b>	<b>2,788,281</b>	<b>2,770,017</b>	<b>18,264</b>	<b>101%</b>	<b>2,788,281</b>	<b>2,539,182</b>	<b>249,099</b>	<b>110%</b>	
<b>Gross Profit</b>	<b>102,893</b>	<b>93,807</b>	<b>72,375</b>	<b>177,578</b>	<b>91,151</b>	<b>969,056</b>	<b>99,822</b>	<b>74,177</b>	<b>105,150</b>	<b>850,792</b>	<b>2,788,281</b>	<b>2,770,017</b>	<b>18,264</b>	<b>101%</b>	<b>2,788,281</b>	<b>2,539,182</b>	<b>249,099</b>	<b>110%</b>	
<b>Expense</b>																			
<b>- Payroll Expenses</b>																			
5010 - Wages & Salaries	98,913	101,056	131,430	91,645	88,670	88,627	87,810	91,605	143,405	94,686	98,013	1,115,860	1,299,713	(183,853)	86%	1,115,860	1,191,404	(75,544)	94%
5020 - Employer Taxes	9,898	9,675	11,810	8,294	7,905	7,730	11,956	12,125	16,514	10,033	10,213	116,153	129,346	(13,193)	90%	116,153	118,567	(2,414)	98%
5030 - Employee Benefits	8,870	8,855	11,978	9,997	10,009	10,036	10,036	11,653	9,831	9,841	111,142	138,629	(27,487)	80%	111,142	127,077	(15,935)	87%	
5040 - Workers Comp	3,609	3,762	5,080	3,436	3,304	3,155	3,052	3,247	5,293	3,369	40,852	50,202	(9,350)	81%	40,852	46,019	(5,167)	89%	
5060 Labor/Benefits CIP Projects			(2,839)			(2,638)	(538)		(3,290)	(3,593)	(12,898)	(8,000)	(4,898)	161%	(12,898)	(7,333)	(5,565)	176%	
5060 Labor OT Riverbend FEMA									(771)		(771)				(771)				
<b>Total - Payroll Expenses</b>	<b>121,290</b>	<b>123,348</b>	<b>157,459</b>	<b>113,372</b>	<b>109,888</b>	<b>106,910</b>	<b>112,316</b>	<b>117,013</b>	<b>173,575</b>	<b>114,326</b>	<b>1,370,338</b>	<b>1,609,890</b>	<b>(238,781)</b>	<b>85%</b>	<b>1,370,338</b>	<b>1,475,733</b>	<b>(105,395)</b>	<b>93%</b>	
5031 GASB 68 Benefit Expense	16,309	1,300									17,609	16,500	1,109	107%	17,609	15,125	2,484	116%	
5100 - Advertising & Promotion	10	1,911	131		7	211	2,744		273	90	299	5,676	10,000	(4,324)	57%	5,676	9,167	(3,491)	62%
5102 FEMA Riverbend Flood Expenses									17	232	9,295	1,658			11,202				
5120 - Bank Fees	1,020	1,315	922	835	997	947	714	930	991	2,919	842	12,432	9,000	3,432	138%	12,432	8,250	4,182	151%
5130 - Charitable Contributions			1,250					1,250			2,500	3,000	(500)	83%	2,500	2,750	(250)	91%	
5140 - Copying & Printing	1,559	2,059	1,144	(587)	854	786	646	773	626	1,287	812	9,959	21,000	(11,041)	47%	9,959	19,250	(9,291)	52%
5155 - Employment New Hire Screen	213	977	167	428	486		365		492		220	3,348	3,700	(352)	90%	3,348	3,392	(44)	99%
5160 - Dues, Mbrshps & Publications	558	615	220	247	6,904	237	787	774	237	387	232	11,198	12,000	(802)	93%	11,198	11,000	198	102%
5170 - Education & Development	635	549		1,065	59	280	290	1,095	197	452	99	4,721	5,500	(779)	86%	4,721	5,042	(321)	94%
5175 - Equipment Rental	233		415			664	165	633	477	90	2,281	4,958	4,450	508	111%	4,958	4,079	879	122%
<b>- Equipment, Tools &amp; Furn (&lt;\$2k)</b>																			
5182 - Operating ET&F											827	827	5,000	(4,173)	17%	827	4,583	(3,756)	18%
5184 - Program ET&F	1,493	261		14,172				672		536	412	17,546	9,050	8,496	194%	17,546	8,296	9,250	212%
5186 - Site/Shop ET&F	1,061	4,581	1,059	681		544	376	482	129	1,131	5,871	15,915	19,000	(3,085)	84%	15,915	17,417	(1,502)	91%
5187 - Computers & Technology ET&F	1,180	75		814			182	224	106		2,017	4,598	12,000	(7,402)	38%	4,598	11,000	(6,402)	42%
<b>Total - Equipment, Tools &amp; Furn (&lt;\$2k)</b>	<b>3,734</b>	<b>4,917</b>	<b>1,059</b>	<b>15,667</b>	<b>0</b>	<b>544</b>	<b>558</b>	<b>1,378</b>	<b>235</b>	<b>1,667</b>	<b>9,127</b>	<b>38,886</b>	<b>45,050</b>	<b>(6,164)</b>	<b>86%</b>	<b>38,886</b>	<b>41,296</b>	<b>(2,410)</b>	<b>94%</b>
5200 - Insurance	34,627						100		6,635			41,362	47,000	(5,638)	88%	41,362	43,083	(1,721)	96%
5225 - Postage & Delivery	185	814		175	207	28	1,236	7	207	161		3,020	2,300	720	131%	3,020	2,108	912	143%
<b>- Professional &amp; Outside Svcs</b>																			
5232 - Accounting	595		16,573		574	3,500	883			489		22,614	25,000	(2,386)	90%	22,614	22,917	(303)	99%
5233 - Bands/Recreation	600	400							450			1,450	1,500	(50)	97%	1,450	1,375	75	105%
5234 - Board Stipends	900	900	700	700	800	900	1,000	1,000	900	1,000	900	9,800	12,000	(2,200)	82%	9,800	11,000	(1,200)	89%
5235 - Recreation Instructors	2,687	3,058	4,762	2,933	1,894	3,493	1,344	4,321	5,443	2,945	5,127	38,007	43,750	(5,743)	87%	38,007	40,104	(2,097)	95%
5236 - Legal	1,600	5,360	0	970	430	338	1,835	1,463	925	338	428	13,687	20,000	(6,313)	68%	13,687	18,333	(4,646)	75%
5237 - Contract Janitorial	4,920	4,920	3,920	3,920	5,850	5,850	5,450	5,050	5,050	5,050	5,050	55,030	49,600	5,430	111%	55,030	45,467	9,563	121%
5239 - Outside Service Admin/Consult	2,771	12,019	4,135	3,794	3,397	3,075	654	10,685	6,165	536	1,405	48,636	91,000	(42,364)	53%	48,636	83,417	(34,781)	58%
<b>Total - Professional &amp; Outside Svcs</b>	<b>14,073</b>	<b>26,657</b>	<b>30,090</b>	<b>12,317</b>	<b>12,945</b>	<b>17,156</b>	<b>11,166</b>	<b>22,519</b>	<b>19,033</b>	<b>10,258</b>	<b>13,010</b>	<b>189,224</b>	<b>242,850</b>	<b>(53,626)</b>	<b>78%</b>	<b>189,224</b>	<b>222,613</b>	<b>(33,389)</b>	<b>85%</b>
5250 - Rent		652	118	274		274			821			2,139	3,200	(1,061)	67%	2,139	2,933	(794)	73%
<b>- Repairs &amp; Maintenance</b>																			
5261 - Building R&M	304	2,391	3,409	1,201	352	589	3,335	361	4,597	1,609	5,156	23,304	35,000	(11,696)	67%	23,304	32,083	(8,779)	73%
5262 - Equipment R&M	1,687	1,482	569	3,371	995	1,009	1,880	71	639	1,686	546	13,935	25,000	(11,065)	56%	13,935	22,917	(8,982)	61%
5263 - General R&M	4,971	3,436	880	88	275	1,261	2,279	1,025	1,799	616	99	16,729	30,000	(13,271)	56%	16,729	27,500	(10,771)	61%
5264 - Grounds R&M	1,514	937	6,037	101	1,291	66	434	2,608	1,232	593	6,379	21,192	65,000	(43,808)	33%	21,192	59,583	(38,391)	36%
5265 - Janitorial Supplies	2,770	2,083	2,511	1,998	1,456	2,012	1,864	591	2,534	2,037	1,998	21,854	27,000	(5,146)	81%	21,854	24,750	(2,896)	88%
5266 - Vandalism Repair	509	385	2,203	653	1,035	2,179	1,128	133	471	2,013	4,270	14,979	12,000	2,979	125%	14,979	11,000	3,979	136%
5267 - Vehicle R&M	2,293	1,069	702	1,508	1,243	195	961	276	45	116	1,057	9,465	10,000	(535)	95%	9,465	9,167	298	103%
5268 - Aquatics Pool R&M	6,638	5,728	2,149	1,862	1,152	1,924	4,373	946		3,355	6,954	35,081	20,000	15,081	175%	35,081	18,333	16,748	191%
5269 - Outside Contractor/Services R&M	450	341	1,719	2,124	2,105	200	1,950	1,860	4	193	5,579	16,525	6,000	10,525	275%				

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			
May-17													YTD	YTD	YTD	YTD	May-17	May-17	MONTHLY	YTD
													TOTAL	Annual Budget	Over (Under)	92% % used	ACTUAL YTD TOTAL	BUDGET 11	Over (Under)	100% % used
	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	TOTAL	Annual Budget	Over (Under)	92% % used	ACTUAL YTD TOTAL	BUDGET 11	Over (Under)	100% % used	
5322 - Electric	14,389	15,190	12,406	11,084	6,723	5,275	4,669	2,930	4,875	4,837	8,183	90,561	105,000	(14,439)	86%	90,561	96,250	(5,689)	94%	
5324 - Garbage	1,987	1,921	1,570	1,733	1,861	1,647	1,221	891	852	1,434	898	16,015	21,000	(4,985)	76%	16,015	19,250	(3,235)	83%	
5326 - Gas/Propane	104	107	129	129	147	2,812	1,107	1,939	476	334	237	7,521	4,100	3,421	183%	7,521	3,758	3,763	200%	
5328 - Sewer	141	141	240	141	141	240	141	1,817	240	141	141	3,524	4,600	(1,076)	77%	3,524	4,217	(693)	84%	
5329 - Water	14,928	12,671	14,329	10,448	5,546	3,302	4,180	3,217	2,713	2,236	3,366	76,936	110,000	(33,064)	70%	76,936	100,833	(23,897)	76%	
Total - Utilities	31,549	30,030	28,674	23,535	14,418	13,276	11,318	10,794	9,156	8,982	12,825	194,557	244,700	(50,143)	80%	194,557	224,308	(29,751)	87%	
Total Expense	258,578	221,841	247,387	188,625	162,480	156,270	170,159	171,666	231,463	170,922	204,879	2,184,270	2,613,740	(429,470)	84%	2,184,270	2,395,928	(211,659)	91%	
Total Profit (Loss)	(155,685)	(128,034)	(175,012)	(11,047)	(71,329)	812,786	(70,337)	(97,489)	(126,313)	679,870	(53,399)	604,011	156,277	447,734		604,011	143,254	460,757		
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	3,318	6,636	5,530	4,514	49,950				49,950	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	3,318	6,636	5,530	4,514	51,008				51,008	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	10,316	10,316	10,169	10,169	114,526	124,695			114,526	114,304			
Total Other Expense	10,616	10,616	10,616	10,464	10,464	10,464	10,316	10,316	10,316	10,169	10,169	114,526	124,695			114,526	114,304			
Net Other Income	(5,086)	(3,890)	(9,510)	(7,722)	(9,358)	(2,722)	(4,258)	(6,998)	(3,680)	(4,639)	(5,655)	(63,518)				(63,518)	0			
Net Income	(160,771)	(131,924)	(184,522)	(18,769)	(80,687)	810,064	(74,595)	(104,487)	(129,993)	675,231	(59,054)	540,493	31,582			540,493	28,950			

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

11:00 AM  
06/15/2017  
Accrual Basis

	Date	Source Name	Memo	Amount	Balance
<b>1302 - FEMA Riverbend Claim A/R</b>					<b>71,955.86</b>
	05/08/2017	Cresco Equipment Rentals	RENTAL HIGH WEED MOWER, RIVERBEND	325.70	72,281.56
	05/09/2017	All Metals Supply, Inc.	REPLACE GATE RIVERBEND	428.91	72,710.47
	05/17/2017	Home Depot	CONCRETE GATE FOOTINGS, CLOSE TRAIL ACCESS TO RB	13.78	72,724.25
	05/17/2017	Home Depot	CONCRETE GATE FOOTINGS CLOSE TRAIL ACCESS TO RB	41.36	72,765.61
	05/23/2017	Inside Out Designs	PARK CLOSED SIGN, TRAIL GATE	77.22	72,842.83
	05/31/2017	Overtime Wages	MAY17 FRRPD STAFF OVERTIME RIVERBEND	770.80	73,613.63
Total 1302 - FEMA Riverbend Claim A/R				1,657.77	73,613.63
<b>1320 - Umpqua Bank Project Fund</b>					<b>241,800.00</b>
Total 1320 - Umpqua Bank Project Fund					241,800.00
<b>1410 - Land</b>					<b>627,494.00</b>
Total 1410 - Land					627,494.00
<b>1420 - Buildings &amp; Improvements</b>					<b>18,147,685.61</b>
Total 1420 - Buildings & Improvements					18,147,685.61
<b>1430 - Equipment &amp; Vehicles</b>					<b>771,783.72</b>
	05/01/2017	Surplus City	CONEX STORAGE CONTAINER 20'	3,646.50	775,430.22
	05/12/2017	Fastenal	WELDING ROOM AC UNIT PORTA COOLER ASSET 161715	2,681.24	778,111.46
Total 1430 - Equipment & Vehicles				6,327.74	778,111.46
<b>1440 - Construction in Progress</b>					<b>0.00</b>
<b>1446 - CIP Act Center Improvement AC99</b>					<b>0.00</b>
	05/08/2017	Northstar Engineering	FOAM PIT ENGINEER RFP PACKAGE	5,575.00	5,575.00
	05/31/2017	Enterprise-Record	FOAM PIT REQUEST FOR BID AD IN NEWSPAPERS	402.70	5,977.70
	05/31/2017	Northstar Engineering	FOAM PIT BID PACKAGE	1,045.00	7,022.70
Total 1446 - CIP Act Center Improvement AC99				7,022.70	7,022.70
<b>1447 - CIP Berry Creek Bathroom BC99</b>					<b>6,129.11</b>
Total 1447 - CIP Berry Creek Bathroom BC99					6,129.11
Total 1440 - Construction in Progress				7,022.70	13,151.81
<b>2955 - Umpqua Bank Tax Exempt Bond A</b>					<b>-3,493,609.00</b>
	05/01/2017	Bank of New York Mellon	2015A PRINCIPAL PAYMENT	47,859.00	-3,445,750.00
Total 2955 - Umpqua Bank Tax Exempt Bond A				47,859.00	-3,445,750.00
<b>2960 - Umpqua Bank Taxable Bond B</b>					<b>-195,000.00</b>
	05/01/2017	Bank of New York Mellon	2015B PRINCIPAL PAYMENT	7,000.00	-188,000.00
Total 2960 - Umpqua Bank Taxable Bond B				7,000.00	-188,000.00



Feather River Recreation & Park District  
 Check Register  
 May 2017

11:24 AM  
 06/15/2017  
 Accrual Basis

1010 - Treasury Cash

1010.1 - Treasury Cash - General

Type	Date	Num	Name	Memo	Credit
Bill Pmt -Check	05/11/2017	79119	Carter, Marcia	MONTHLY BOD STIPEND	200.00
Bill Pmt -Check	05/11/2017	79120	Emberland, Gary	MONTHLY BOD STIPEND	200.00
Bill Pmt -Check	05/11/2017	79121	Fowler, Scott Kent	MONTHLY BOD STIPEND	200.00
Bill Pmt -Check	05/11/2017	79122	Noble, Don	MONTHLY BOD STIPEND	200.00
Bill Pmt -Check	05/11/2017	79123	Smith, Victoria	MONTHLY BOD STIPEND	100.00
Bill Pmt -Check	05/11/2017	79124	Bankcard Center	STATEMENT 4607	2,406.98
Bill Pmt -Check	05/11/2017	79125	Bank of New York Mellon	APR-JUN17 UMPQUA LONS	85,365.20
Bill Pmt -Check	05/11/2017	79126	Bankcard Center	MAR17 STATEMENT 8111	1,790.98
Bill Pmt -Check	05/11/2017	79127	All Metals Supply, Inc.	CASTINGS, METAL FABS	634.60
Bill Pmt -Check	05/11/2017	79128	All Things Carpet & Upholstery	PARKS RESTROOMS JANITORIAL	5,050.00
Bill Pmt -Check	05/11/2017	79129	Aramark	UNIFORMS	291.37
Bill Pmt -Check	05/11/2017	79130	Bank of New York Mellon	ANNUAL FEES 2 LOANS	2,000.00
Bill Pmt -Check	05/11/2017	79131	Better Deal Exchange	Acct#701960 APR17	230.40
Bill Pmt -Check	05/11/2017	79132	Carter Law Office	LEGAL SERVICES	337.50
Bill Pmt -Check	05/11/2017	79133	Cintas	JANITORIAL SUPPLIES ACT CENTER	1,333.49
Bill Pmt -Check	05/11/2017	79134	COMP	PRE EMPLOYMNT SCREEN	46.50
Bill Pmt -Check	05/11/2017	79135	Cresco Equipment Rentals	BOOM LIFT RENTAL	2,391.13
Bill Pmt -Check	05/11/2017	79136	D & G Sports Inc.	GYM TAPE	47.54
Bill Pmt -Check	05/11/2017	79137	Dawson Oil Company	62765 FUEL	1,554.12
Bill Pmt -Check	05/11/2017	79138	Fastenal	MISC SUPPLIES	863.00
Bill Pmt -Check	05/11/2017	79139	Golden Bear Alarms	ALARM QTRLY	97.50
Bill Pmt -Check	05/11/2017	79140	Harvest Accounting & Management Systems	ACCOUNTING SERVICES	488.75
Bill Pmt -Check	05/11/2017	79141	Industrial Power Products	MISC SUPPLIES	547.86
Bill Pmt -Check	05/11/2017	79142	Lincoln Equipment, Inc.	POOL CHEMICALS	3,334.48
Bill Pmt -Check	05/11/2017	79143	Mazes Consulting	IT SUPPORT	536.25
Bill Pmt -Check	05/11/2017	79144	MJB Welding Supply	MISC SUPPLIES	228.65
Bill Pmt -Check	05/11/2017	79145	North State Parent	SUMMER CAMP ADVERTISING	245.00
Bill Pmt -Check	05/11/2017	79146	Oroville Power Equipment	MISC SUPPLIES	677.63
Bill Pmt -Check	05/11/2017	79147	P.G. & E.	PGE ALL LOCAITONS 3/23/17-4/23/17	5,171.23
Bill Pmt -Check	05/11/2017	79148	Recology Butte Colusa Counties	TRASH SERVICE	936.36
Bill Pmt -Check	05/11/2017	79149	Riebess Auto Parts	TRUCK REPAIR	119.86
Bill Pmt -Check	05/11/2017	79150	Sac-Val Janitorial	JANITORIAL SUPPLIES PARKS	780.48
Bill Pmt -Check	05/11/2017	79151	Sharp's Locksmithing	KEYS, LOCKS	775.53
Bill Pmt -Check	05/11/2017	79152	South Feather Water & Power	007771-000	33.10
Bill Pmt -Check	05/11/2017	79153	Staples	APR17 STATEMENT	259.15
Bill Pmt -Check	05/11/2017	79154	Surplus City	2nd CONEX STORAGE CONTAINER	3,646.50
Bill Pmt -Check	05/11/2017	79155	Tractor Supply Co.	APR17 STATEMENT	322.90
Bill Pmt -Check	05/11/2017	79156	U.S. Bank Equipment Finance	COPIER LEASE/USAGE	1,287.46
Check	05/11/2017	79157		VOID CHECK 79157	0.00
Bill Pmt -Check	05/11/2017	79158	Smith, Ronnie	INSTRUCTOR FITNESS	2,528.83
Paycheck	05/11/2017	79159-79232	Payroll	Payroll Items	42,322.04
Bill Pmt -Check	05/25/2017	79233	Comcast	Acct#8155600190189780 PHONE/INTERENT	345.26
Bill Pmt -Check	05/25/2017	79234	Bankcard Center	STATEMENT 2122	960.54
Bill Pmt -Check	05/25/2017	79235	Butte County Dept. of Public Health	POOL PERMIT	842.00
Bill Pmt -Check	05/25/2017	79236	Calif. Water Service	Acct 520857777 64/12/17-5/10/17 water	3,093.08
Bill Pmt -Check	05/25/2017	79237	Comcast	Acct# 8155 60 019 0233893	118.18
Bill Pmt -Check	05/25/2017	79238	George Roofing	ROOF REPAIR ACT CENTER	250.00
Bill Pmt -Check	05/25/2017	79239	Hobbs Pest Solutions, Inc.	PEST CONTROL POOLS	200.00
Bill Pmt -Check	05/25/2017	79240	Mazes Consulting	COMPUTER, SOFTWARE, SUPPORT	1,872.42
Bill Pmt -Check	05/25/2017	79241	Melton Design Group	TRAIL PROJECT SBF GRANT	917.13
Bill Pmt -Check	05/25/2017	79242	Northstar Engineering	FOAM PIT ENGINEER RFP PACKAGE	5,575.00
Bill Pmt -Check	05/25/2017	79243	OGBC	REIMBR OGBC FOR MINI MEET LEOS	1,150.00
Bill Pmt -Check	05/25/2017	79244	Recology Butte Colusa Counties	Acct # 020102863	482.34
Bill Pmt -Check	05/25/2017	79245	TWSD	4-112.01 WATER NELSON	326.56
Bill Pmt -Check	05/25/2017	79246	Verizon Wireless	WIRELESS PHONES	2.47
Bill Pmt -Check	05/25/2017	79247	Verney, Mary	REFUND SP7 GYM7 APR17	100.00
Bill Pmt -Check	05/25/2017	79248	Wal-Mart Community	MAY17 STATEMENT 1712	136.45
Bill Pmt -Check	05/25/2017	79249	Woods, Stacey	REFUND MAY GYM	190.00
Bill Pmt -Check	05/25/2017	79250	Brazda, Kevin	CELL REIMBR	50.00
Bill Pmt -Check	05/25/2017	79251	Carter, Shaw	CELL, EXPENSE REIMBR	91.29
Bill Pmt -Check	05/25/2017	79252	Gorman, T.	CELL PHONE REIMBR	30.00
Bill Pmt -Check	05/25/2017	79253	Gray, Jason	MONTHLY CELL REIMBR	30.00
Bill Pmt -Check	05/25/2017	79254	Peltzer, Deborah	CELL PHONE REIMBR	30.00
Bill Pmt -Check	05/25/2017	79255	Quigley, G.	CELL PHONE REIMBR	30.00
Bill Pmt -Check	05/25/2017	79256	Ramirez, Zerimar	MONTHLY CELL REIMBR	30.00
Bill Pmt -Check	05/25/2017	79257	Sinor, Nina	CELL PHONE REIMBR	40.00
Bill Pmt -Check	05/25/2017	79258	Teague, Victoria	CELL, MILEAGE REIMBR	46.42
Bill Pmt -Check	05/25/2017	79259	Terry, Kayla	CELL, MILEAGE REIMBR	58.93
Bill Pmt -Check	05/25/2017	79260	Valencia Estela	CELL, EXPENSE REIMBR	63.95
Bill Pmt -Check	05/25/2017	79261	Valencia Justin	CELL PHONE REIMBR	30.00
Bill Pmt -Check	05/25/2017	79262	Vang, H.	CELL PHONE REIMBR	30.00
Bill Pmt -Check	05/25/2017	79263	Vasquez, Sam.	CELL PHONE REIMBR	30.00
Bill Pmt -Check	05/25/2017	79264	Ward, Wayne	DOJ REIMBR	53.28
Bill Pmt -Check	05/25/2017	79265	Braut, Melissa	INSTRUCTOR FITNESS	221.00
Bill Pmt -Check	05/25/2017	79266	Mesa, Matthew	INSTRUCTOR LIFEGUARD TRAINING	1,512.00
Paycheck	05/25/2017	79267-79347	Payroll	Payroll Items	42,097.79
					<u>230,618.46</u>

Total 1010.1 - Treasury Cash - General

Total 1010 - Treasury Cash



## June 2017 Staff Reports

### Park Supervisor-Kevin Brazda

Maintenance staff have been hard at work trying to catch up around the parks from the very wet rainy season. We are still currently down part time staff that usually clean the Activity Center, so with our current staff we have been covering the cleaning every morning for a few hours. Everyone has been picking up extra tasks and helping where they can, so that we don't fall behind. With the added work load this month I will be doing a stream line staff report with just the vandalism and key task that were accomplished.

### Vandalism

- Skate park: 5-3-17
  - Removed graffiti
    - Parts \$15                      labor \$15
- Nelson: 5-5-17
  - Removed and Painted graffiti
    - Parts \$40                      labor \$45
- Nelson: 5-5-17
  - Repaired new controller that was vandalized
    - Parts \$ 100                      Labor \$75
- Nolan: 5-7-17
  - Repaired vandalized Faucet at Nelson
    - Parts \$ 100                      Labor \$200
- Nolan: 5-8-17
  - Paint and remove graffiti
    - Parts \$ 30                      Labor \$30
- Tennis court: 5-8-17
  - Paint over graffiti
    - Parts \$15                      Labor \$30
- Palermo: 5-14-17
  - Removed and Painted over Graffiti
    - Parts \$45                      Labor \$60
- MLK: 5-16-17
  - Repaired all locks at MLK that were Jammed with sticks  
Labor \$300
- Skate park: 5-19-17
  - Graffiti removal
    - Parts \$ 30                      Labor \$45
- Tennis courts: 5-20-17
  - Unclogged drains and toilets





- Parts \$0                      Labor \$200
- Nelson: 5-23-17
  - Repaired stolen electrical from outfield lights
    - Parts and Labor \$2000
- Shop: 5-23-17
  - Shop office broken into and stole battery operated drills and batteries, repaired phone lines and internet.
    - Parts and Labor \$2000

#### Meetings/ Commitments

- Quotes on several items throughout the month
- Butte county Health Inspection at shop
- Started training new hire
- Started prepping softball fields at Nelson on Tuesday and Thursdays
- Painting lines for soccer at MLK and Foul lines on all ball fields
- Several meetings at/about Riverbend to assess the damages.
- Call OPD throughout the month to inform of Transient camps.
- Safety Meeting
- Homeless encampment clean up at Riverbend with OPD and SWAP.

#### Irrigation/ Plumbing

- Replaced valve at skate park
- Repaired and Turned on all Drinking Fountains
- Trained weekend staff on Pools
- Repaired main line leak at Nelson
- Replaced valve at Nelson
- Installed replacement faucet at Palermo pool
- Installed irrigation box and quick connect in pool area
- Programmed all Irrigation controllers
- Irrigation checks and repairs
- Irrigation timers set for three days a week and three cycles through the night, now back up to 100% of normal with season change.
- Vacuumed pools and maintain chemicals
- Checked functionality of all faucets, toilets and drinking fountains.

#### Clean up

- Pressure washed pool decks and restrooms
- Started Nightly Park runs which includes trash, bathroom stocking and cleanup of events going on through the week.
- Cleaned up homeless trash at Riverbend throughout the month



- Finished mowing and weed eating back lot at Activity Center
- Pressure washed dugouts throughout the month from homeless encampments
- Reinstall temp fence daily along trail to block public access
- Check for fallen Limbs and storm debris from winter storms
- Cleaning Activity Center 7 days a week

#### Turf/ Trees/ shrubs

- Blowing, picking up and hauling leaves throughout Month
- Continued spraying weeds
- Mowing, weed eating, edging and blowing daily

#### Projects

- Replaced lights in Kinder Gym and Back Gym at Activity Center
- Replaced outfield lights at Nelson Complex
- Repaired swamp coolers at Activity Center
- Installed life guard stand at Nelson pool
- Mowed Riverbend Soccer fields with rented high weeds mower before it flooded for the last time.
- Fabricate and install pipe gate at Riverbend
- Set up container delivery
- Installed dividers and shelves in containers.
- Installed ac unit in breakroom at shop
- Repaired all trash can locks at all sites
- Painted outside pool buildings
- Delivering/ picking up soccer goals to MLK park for games tue/wed/thurs nights.
- Ongoing maintenance on Bedrock skate park ramps. Tightening screws
- Contracts for rentals handled every weekend. Cleaning and prepping rented areas
- Playground inspections

#### Equipment and vehicles

- 2007 dodge 1500 trailer break install
- Fix window on black van
- Repaired small equipment and mowers throughout the month that needed maintenance.
- Monthly maintenance logs.
- Cleaning trucks on a regular basis.
- Maintenance checks on mowers and equipment



### **Executive Assistant-Victoria Anton-Teague**

May was busy, busy, busy! One of the highlights of the month was an opportunity to attend a Seminar: Excelling as a Supervisor in Sacramento on May 12<sup>th</sup>. Upon completing the training, I attained many useful tools and skills including: demonstrating leadership, tracking employee assignments, delegating, problem solving and communicating efficiently. I also applied for a scholarship through the Special District Leadership Foundation to attend a CSDA Annual Conference & Exhibitor Showcase in September and was awarded \$580.00! I worked with Park Staff and Adopt a Park participants to schedule cleanups at Bed Rock Skate & Bike Park (Butte County Community Based Coalition) and Nolan Complex (The Table Church), they were a huge success! It is very rewarding to see groups such as these working to improve our community parks.

I attended monthly Oroville Tourism Committee and Oroville Downtown Business Association meetings as well as weekly Staff meetings. I have put a large amount of effort into assisting the General Manager in various duties so she may focus on the Restoration of Riverbend Park and other large-scale District projects. Daily operations are picking up speed as summer approaches. I have been scheduling Public Events and sports tournaments for the summer season. Customer Relation Specialists prepared for the busy months ahead and continue to support administrative Staff as needed. Marketing Staff held a booth to promote our current programs and events at Feather Fiesta Days, began creating the next Activity Guide, and finalized details for the 2017 Concerts in the Park series.

### **Director of Children's Services-Estela Valencia**

Enrollment was at 75 children. Pre-K graduation was held on May 26. We had 30 children participate in the ceremony. This year nine staff members participated in the BQELI Incentive program, which ended May 26. Summer camp enrollment began, by the end of the month we had 45 participants. We're off to a good start! We hired 10 Recreation Camp Leaders.

### **Gymnastics Supervisor-Shaw Carter**

We are gearing up for our compulsory season starting in August. Our summer schedule has started and we are in full swing for next optional season in January. OGBC will be selling Fireworks in the District parking lot starting July 1<sup>st</sup>. We finished our new Development Program Booklets and are a huge success with our participants. I will be doing all that I can to help with the speed and progress of the foam pit project. I would like to THANK all the Board members and staff that have helped with this project. This will add to the safety and attraction for clinics and patrons of our already amazing facility.



### **Recreation Supervisor-Nina Sinor**

May was filled with lots and lots of prep for the upcoming summer activities. The recreation department was busy with Junior Giants & Aquatics meetings and trainings. For Junior Giants two first meetings were held and three volunteer meetings. For aquatics we hired and trained lifeguards and facility attendants. We hosted a staff certification training at Nelson pool for all lifeguards (new and some returning lifeguards) which took place at Nelson pool over the course of a week.

In the adult sports world we prepared for our first official adult soccer league. We had 4 teams sign up and they started game play June 15<sup>th</sup>. We are excited to run and expand our adult soccer league, next season I expect we will have enough teams to run both Men's and Coed divisions. Classes are moving along and we have expanded and increased class participation in both U-Jam and Zumba. We look forward to some new dance classing starting in August. Overall, May was a great month.