

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

DISTRICT BOARD MEETING

Regular Board Meeting
May 22, 2018

Location: FRRPD Conference Room

Other Location: 4130 Lake Tahoe Blvd., South Lake Tahoe, CA 96150 Room 405

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 Steven Rocchi	_____

3. PLEDGE OF ALLEGIANCE

4. ADJOURNMENT TO CLOSED SESSION

A. Pursuant to Government Code section 54956.9(b)(3)(A), Conference with Legal Counsel – Anticipated Litigation (two cases) based on facts and circumstances that might result in litigation but which may not yet be known to the potential claimant or claimants.

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 Board reserves the right to limit public comment to 15 minutes, and can reopen public comment at a later time. The Chairperson will invite anyone the audience wishing to address the Board on a matter not listed on the agenda to state your name for the record and make your presentation. The Board will not and cannot take any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.

7. ACKNOWLEDGEMENTS

8. CONSENT AGENDA

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

- A. Review and approve the 11.28.17 Regular Board Meeting Minutes (Appendix A)**
- B. Review and approve the 11.30.17 Special Board Meeting Minutes (Appendix B)**
- C. Review and approve the 1.17.18 Special Board Meeting Minutes (Appendix C)**
- D. Review and approve the 3.8.18 Special Board Meeting Minutes (Appendix D)**
- E. Review and approve the 3.22.18 Special Board Meeting Minutes (Appendix E)**
- F. Review and approve the 3.29.18 Special Board Meeting Minutes (Appendix F)**
- G. Review and approve the 4.10.18 Special Board Meeting Minutes (Appendix G)**
- H. Review and approve the 4.24.18 Regular Board Meeting Minutes (Appendix H)**
- I. Review and approve the 4.26.18 Special Board Meeting Minutes (Appendix I)**
- J. Review and approve the Financials (Appendices J1-J7)**

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

9. ITEMS PULLED FROM THE CONSENT AGENDA

10. REGULAR AGENDA

A. ACTION ITEMS (Require vote)

1. Public Safety Sponsored Trunk or Treat Fee Waiver Request for Nelson Complex (Appendix 1a)

Requested Action: Approve Fee Waiver Request

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

2. Butte Local Agency Formation Commission (LAFCO) has extended an invitation to the District to nominate a replacement to serve on the LAFCO Board. (Appendices 2a-2b)

Requested Action: If the Board desires, please select one Director to fill the LAFCO vacancy. Staff would then submit a letter to LAFCO by the required date and await a decision by LAFCO about whether or not our nominee is appointed.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

3. Butte Local Agency Formation Commission (LAFCO) has extended an invitation to the District to vote for a Special District Representative to the Consolidated Redevelopment Agency (RDA) Oversight Board for Butte County. (Appendices 3a-3b)

Requested Action: Select one of the two nominees for the Special District Representative to the Consolidated Redevelopment Agency Oversight Board for Butte County and authorize the Chair to sign the ballot.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

4. Request for additional funds in order to complete the Berry Creek Park Restroom Project. (Appendices 4a-4c)

Requested Action: Approve an additional amount of funds not-to-exceed \$8K allocation in order to complete the Berry Creek Restroom Project and authorize the Business Manager to make the necessary budget adjustments.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

5. Staff request for direction regarding providing workers' compensation coverage for the Board and other regular District volunteers. (Appendices 5a-5b)

Requested Action: Authorize the Chair to sign the Resolution keeping the existing coverage in place.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

6. Staff request to extend the credit limit on District credit cards. (Appendix 6a)

Requested Action: Increase credit card limits to double the credit limit for each of the District's four credit cards.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

7. Staff request to reconsider committee appointments. (Appendix 7a)

Requested Action: Reconsider appointments for all standing committees.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

8. Staff request to for the Board to increase the BAD assessment by the 2017 Consumer Price Index (CPI) of 2.94% and set the date of the public hearing.

(Appendices 8a-8c)

Requested Action: Approve the recommended increase; and, set a Public Hearing to be held on June 26th, 2018 at 5:30 p.m. to consider ordering of the improvements and the continuation of the assessments for fiscal year 2018-19.

VOTE

Director Marcia Carter	_____
Director Scott Kent Fowler	_____
Director Steven Rocchi	_____
Vice Chairperson Emberland	_____
Chairperson Victoria Smith	_____

11. NON-ACTION ITEMS

12. DIRECTOR, & COMMITTEE REPORTS, MANAGER, & STAFF REPORTS

The following committees met: Finance and BAD committees met.

13. CORRESPONDENCE

A. Letter from Rotary of Oroville requesting partnership and use of Nelson Complex for the July 4th Fireworks celebration.

14. UNFINISHED BUSINESS

15. BOARD ITEMS FOR NEXT AGENDA

16. ADJOURNMENT

Time: _____

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

DISTRICT BOARD MEETING

Regular Board Meeting

November 28, 2017

Location: FRRPD Board Room

Draft Minutes

Closed Session 4:30PM/ 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 4:34pm

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.

ADJOURNMENT TO CLOSED SESSION

A. Pursuant to Government Code section 54956.9(b)(3)(A);

Conference with Legal Counsel

Anticipated Litigation; Facts and circumstances that might result in litigation against District which are not yet known to the plaintiff or plaintiffs.

ANNOUNCEMENTS FROM CLOSED SESSION

Nothing to report out of closed session.

PUBLIC COMMENT

A gymnastics parent read an email she sent to the Board regarding the gymnastics program, the absence of Shaw Carter, and safety concerns on the gym floor.

Another gymnastics parent spoke in support of Shaw Carter and his involvement in the gymnastics program.

A gymnastics parent questioned if Shaw was willing to return to coach, why he wasn't there.

Legal Counsel stated that it was a personnel issue and could not be discussed. He also suggested moving the Gymnastics Program Report up to discuss now.

Mission Statement

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

Gymnastics Program Report

Chairperson Smith read the Gymnastics Program Report by Nina.

A member of OGBC stated that she felt it was a “slap in the face” for Nina to say that FRRPD staff set up the equipment on the gym floor, and that it was an effort by OGBC families.

Another member of OGBC stated how frustrating it was to hear about the coaches that are stepping up to help. She explained that the coach working 3 days a week has never worked with the optionals. The Saturday coach works at another gym, so during competition season those hours were going to diminish.

A gymnastics parent believes the report put out by Nina is untrue.

A gymnastics parent states that the Boys Head Coach shouldn't be put in a position where he is taking his attention away from high level boys to spot high level girls. She feels that he doesn't know how to spot girls since he is a boys coach.

Another gymnastics parent stated that a boys coach got pulled from the boys to coach the optional girls.

Director Noble asked the gymnastics parents if they felt it was safe to continue with the status quo, to which the parents said it wasn't. Director Noble then asked what the options were.

Many parents said that bringing Shaw back was the answer.

There was discussion regarding General Manager Ramage, Director Carter, and the situation with Shaw Carter. District Counsel stated that it was a personnel matter and that the Board and Management would not respond to Personnel matters.

Director Noble stated that he was in the dark as the positions the District was trying to fill.

A gymnastics parent questioned who was making decisions if Apryl was not available. District counsel assured her that the District had a management team, which consisted of Deborah, Victoria, and Nina.

A gymnastics parent wondered if management had already made a plan in regards to the head coach position in gymnastics or if Shaw was a lost cause. If he was, she stated that the gymnastics parents needed to know so that they could move on. It wasn't fair to anybody involved.

Director Noble questioned that given the void does Nina have the authority to hire within the gymnastics program, to which the gymnastics parents said they were told she did.

District counsel reiterated that there was a management team in place. He also stated that the Board needed to decide who would be making decisions if the General Manager was out any longer.

A gymnastics parent stated that the Board is sacrificing the gymnastics program for themselves. She stated that she drove an hour only to be told her daughter couldn't practice because there was nobody qualified to spot her.

District Counsel stated that the Board has to act according to rules.

Another gymnastics parent stated that Shaw applied for the Head Coach position, and wondered what was being done about it. She also questioned whether Nina was qualified to hire a head coach. She expressed her frustration with the inconsistent practices, to which multiple other parents agreed with.

A gymnastics parent stated that if OGBC leaves, there will not be any more meets hosted at the Activity Center. There were other facilities that they could host them at.

There was discussion regarding the timeline of Shaw quitting and another head coach being hired.

Mission Statement

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Another gymnastics parent stated that the day after Shaw voluntarily resigned, Nina volunteered to assume the Gymnastics Director position; she is now the interim Gymnastics Director, yet has none of the qualifications needed. She questioned why the job hadn't been posted yet.

Another gymnastics parent stated she asked Nina at a meeting what was being offered to bring in a qualified applicants to the position and was told \$20 per hour.

A gymnast gave her perspective on her impressions of Shaw as a coach and her perspective of not having Shaw on the gym floor anymore with an upcoming competitive season.

Director Noble stated that he highly valued the gymnastics program and he expressed concern with the financial disaster that would come if the program left. He stated that he supports gymnastics. Chairperson Smith agreed.

Director Carter thanked all those that came to support the gymnastics program. She stated that Oroville Gymnastics has come a long way to be where it is now.

ACKNOWLEDGEMENTS

Thank you Prospect High School for completing a cleanup day a Nelson Complex on October 24th. They did a great job working with FRRPD staff to get a lot done.

CONSENT AGENDA

1. Review and approve October 24, 2017 regular Board meeting minutes (*Appendix A*)
Director Noble wanted to change the word "support" and to "accept" on a closed session item.
2. Review and approve November 16, 2017 special Board meeting minutes (*Appendix B*)
Director Emberland made the motion to approve the Consent Agenda.
Director Noble seconded the motion.

***The motion to approve the Consent Agenda was approved by a unanimous vote.**

ITEMS PULLED FROM THE CONSENT AGENDA

None

REGULAR AGENDA

ACTION ITEMS (Require vote)

1. Review and approve Facility Use Agreement renewal between Feather River Recreation and Park District and Oroville ORCAS for use of Nelson Pool (*Appendix C*)

There were a couple revisions to the bi-annual contract. In section 1 the dates each season change, so it now reads "mid May" to "mid Aug". In section 3 the fee per hour was raised from \$14 to \$16.

Director Noble questioned the impact to the contract if the pool was not operational. District counsel stated that it would relieve either party from performance. The ORCAS are aware of the maintenance issues with the pool. There was discussion regarding other options for the pool, such as getting an appraisal and selling. It was determined that those options could wait.

Director Noble made a motion to approve the Facility Use Agreement renewal between Feather River Recreation and Park District and Oroville ORCAS for use of Nelson Pool as presented by staff.

Director Emberland seconded the motion.

***The motion to approve Facility Use Agreement renewal between Feather River Recreation and Park District and Oroville ORCAS for use of Nelson Pool was approved by a 4-1-0 vote.**

2. Approve revised regular Board meeting schedule due to upcoming holiday.

It was suggested to move the Regular Board Meeting to either December 12th or December 19th, due to the upcoming holiday.

A member of the public stated that the City Council has meetings on the 1st and 3rd Tuesdays of the month, so she suggested the 12th so that people could attend both meetings.

Business Manager Peltzer stated that the financials would not be done by the 12th.

Vice Chairperson made the motion to move the date of the regular board meeting to December 19th.

Director Fowler seconded the motion.

***The motion to move the date of the regular board meeting to December 19th was approved by a unanimous vote.**

3. Review and endorse the National Park Service Legacy Act (Appendix D)

Director Noble made the motion to endorse the National Park Service Legacy Act.

Vice Chairperson Emberland seconded the motion.

***The motion to endorse the National Park Service Legacy Act was approved by a 3-2-0 vote.**

NON-ACTION ITEMS

1. Financials

Vice Chairperson Emberland stated that the finance committee did meet and that they were fine with the current status.

Director Carter expressed concern with the staff cost going up and the program cost going down.

Chairperson Smith stated that other agencies were experiencing financial downturn, but it might not be for the same reasons.

The \$250K deductible was discussed. Director Carter stated it was great that we had nearly met the deductible.

Chairperson Smith questioned whether payroll was going down due to the open positions. Business Manager Peltzer agreed and stated that payroll was below budget.

A member of the public stated that she may stop giving credit for any possible reimbursement from FEMA on the deductible. She cautioned the Board that this excess money makes it look like the District is okay, but the Board needs to

remember that the money isn't for any other purpose other than Riverbend Park.

Director Carter had concerns with a jump in payroll. A member of the public and Business Manager Peltzer explained that the jump was due to having 3 pay periods in the month in question.

A member of the public went over the overall loss to the District for the programs for the last few years. She compared it to not being able to pay the mortgage on a house she bought. She stated that if you can't make the payments, you are going to lose it. Chairperson Smith clarified that she was talking about the Activity Center. She cautioned the Board to come together with regards to the Shaw resignation. She stated she has really tried to see this work. She tried to be very neutral in doing her report and based it on square footage.

DIRECTOR, & COMMITTEE REPORTS, MANAGER, & STAFF REPORTS

Director Noble reported that he volunteered at the Halloween Jamboree and gave kudos to the parents that put it together. He also gave kudos to Staff.

Chairperson Smith reported that staff was under a tremendous load and thanked them. She also attended the Halloween Jamboree and thanked the parents.

CORRESPONDENCE

A. STARS Patrol Request

STARS offered more frequent patrols to Riverbend Park.

A member of the public asked if the Activity Center parking lot was ever patrolled. She says her husband was leaving a class and he caught someone trying to siphon gas. Executive Assistant Teague stated that the District had requested more patrols from VIPS and we continue to make those requests.

UNFINISHED BUSINESS

BOARD ITEMS FOR NEXT AGENDA

National Fitness Campaign: Fitness Court Grant Acceptance

Director Carter requested a special board meeting to discuss pressing District issues.

Update on Nelson Pool

Update on Riverbend Park

Chairperson Smith adjourned the meeting at 6:65pm.

Mission Statement

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

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

DISTRICT BOARD MEETING

Special Board Meeting
November 30, 2017
11:00am

Location: FRRPD Board Room

DRAFT-MINUTES

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

Chairperson Smith called the meeting to order at 11:03am.

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>Absent</u> Present for Item B in Closed Session
Director Don Noble	<u>Present</u>

ADJOURN TO CLOSED SESSION

**A. Pursuant to Government Code section 54956.9(b)(3)(A);
Conference with Legal Counsel**

Anticipated Litigation; Facts and circumstances that might result in litigation against District which are not yet known to the plaintiff or plaintiffs

B. Pursuant to Government Code Section 54956.7, Public Employee Appointment – Interim General Manager.

ANNOUNCEMENT FROM CLOSED SESSION

On Item A there is no report.

On Item B the announcement is that the Board has decided to hire an Interim General Manager, Tom Lando. Tom Lando is a former Interim General Manager for FRRPD, Former Chico City Manager, and a Board Member for CARD. He will start December 1, 2017.

PUBLIC COMMENT

A member of the public stated he was in the dark with regards to Apryl.
District Counsel stated that it was a personnel matter, but that she was on leave.

Chairperson Smith adjourned the meeting at 11:20am.

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

DISTRICT BOARD MEETING
Special Board Meeting
Wednesday January 17, 2018

Location: FRRPD Board Room

DRAFT MINUTES

The public portion of the meeting was recorded by Chairperson Smith.

The meeting was called to order by Chairperson Smith at 11:30am

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>Absent</u>
Director Don Noble	<u>Present</u>

THE PLEDGE OF ALLEGIANCE WAS PERFORMED.

PUBLIC COMMENT

Public comment was given by a members of the public in support of General Manager Ramage.

A member of OGBC and an FRRPD employee spoke in support of Shaw Carter and his rehiring at the District.

The meeting was adjourned to closed session.

**A. Pursuant to Government Code section 54956.9(b)(3)(A);
Conference with Legal Counsel**

Anticipated Litigation; Facts and circumstances that might result in litigation against District which are not yet known to the plaintiff or plaintiffs

B. Pursuant to Government Code Section 54957, Public Employment- General Manager

The meeting reconvened at 12:01pm

ANNOUNCEMENT FROM CLOSED SESSION

Chairperson Smith announced that "The Board consulted with counsel and counsel has been given direction".

THE MEETING WAS ADJOURNED AT 12:02pm.

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

DISTRICT BOARD MEETING
Special Board Meeting
March 8, 2018

Location: FRRPD Conference Room

Draft-MINTUES: Closed Session 9:15am/Open Session Immediately Following

The public portion of this meeting was recorded by Chairperson Smith.

1. CALL THE MEETING TO ORDER

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

4A Pursuant to Government Code section 54957, Public Employee Employment – Title: General Manager

5. ANNOUNCEMENT FROM CLOSED SESSION

6. CONSENT AGENDA

- 6A** Approve as recommended by the PP&P Committee job description changes: title change Aquatics Specialist to Pool Manager
- 6B** Approve appointment Chairperson Vicki Smith to RDA Oversight Committee
- 6C** Approve Authorization to allow FRRPD to give Park Watch members/volunteers hats and shirts
- 6D** Approve MOU agreement between FRRPD and Pioneer School District in Berry Creek (*Appendix A*)

7. ITEMS PULLED FROM THE CONSENT AGENDA

8. ACTION ITEMS

Mission Statement

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

8A. Review Riverbend Bend Phase I submitted bids. Bid close date 3/6/18, documents will be presented during meeting

Present: Melton Design

Requested action: Award contract or decline to award contract

VOTE

Chairperson Smith	_____
Vice-Chairman Emberland	_____
Director Fowler	_____
Director Carter	_____
Director Noble	_____

8B. Review and approve Melton Design Group agreement for services to restoration of Riverbend Park Phase II. (Appendix B)

Present: Melton Design

Requested action: approve agreement

VOTE

Chairperson Smith	_____
Vice Chair Emberland	_____
Director Fowler	_____
Director Carter	_____
Director Noble	_____

9. NON-ACTION ITEMS

10. 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 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 in the audience wishing to address the Board on a matter not listed on the agenda to state your name for the record and make your presentation. The Board will not and cannot take any action except for a brief response by the Board or staff to a statement or question relating to a non-agenda item

11. UNFINISHED BUSINESS

10. BOARD ITEMS FOR NEXT AGENDA

11. ADJOURNMENT

Time: _____

Mission Statement

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

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

DISTRICT BOARD MEETING
Special Board Meeting
March 22, 2018

Location: FRRPD Conference Room

DRAFT Minutes: Addendum Add ITEM 4A Closed Session 9:00am Open Session followed

Chairperson Smith recorded the public portion of the meeting.

Chairperson Smith called the meeting to order at 9:00am.

In Attendance:

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

PUBLIC COMMENT

Ms. Webber spoke regarding the letter she wrote to the Board concerning her previous employment. She felt she needed to protect herself and the integrity of the ongoing case. She stated that she was fighting wrongful termination. She appealed to the Board to consider her application. She didn't disclose the previous information because she wanted the Board to see her for herself and her accomplishments. She asked the Board to allow her this opportunity.

The meeting was adjourned to closed session.

4A Pursuant to Government Code Section 54957, Public Employee Employment- Title General Manager

The following announcement was made out of closed session:

"Upon further consideration, the position of General Manager, the applicant thereof, and the needs of the District, the Board voted to withdraw its offer of employment to Ms. Weber and to reconsider the applicants. As this is a personnel matter no further comments can be made."

No Public Comment

Chairperson Smith adjourned the meeting at 10:30am

Mission Statement

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

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

DISTRICT BOARD MEETING
Special Board Meeting
March 29, 2018

Location: FRRPD Conference Room

Teleconference Location: 341 Broadway, Suite 302, Chico, CA 95928.

DRAFT MINUTES

Closed session 4:00PM/ Open Session to follow

The public portion of the meeting was recorded by Chairperson Smith.

Chairperson Smith called the meeting to order at 4:40pm.

IN ATTENDANCE:

Chairperson Victoria Smith	<u>Present</u>
Vice Chairperson Gary Emberland	<u>Absent</u>
Director Scott Kent Fowler	<u>Present</u>
Director Marcia Carter	<u>Present</u>
Director Don Noble	<u>Present</u> (Conference Call until 5:15pm)

The Pledge of Allegiance was performed.

ADJOURNMENT TO CLOSED SESSION

A. Pursuant to Government Code section 54956.9, Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 based on facts and circumstances which the District believes are not yet known to a potential plaintiff or plaintiff and thus need not be disclosed.

ANNOUNCEMENT FROM CLOSED SESSION

There was nothing to report from closed session.

PUBLIC COMMENT:

A member of OGBC presented a check in the amount of \$1,000 for the Tennis Courts.
Tom Lando wanted to clarify that the budget item would be preliminary, and not final.
A member of the public wanted to welcome Randy Murphy, the new General Manager.

CONSENT AGENDA

- 6A** Review and Approve the amended Forbestown Agreement to include the wording “weekly library meetings”. *(Appendix 6A)*
- 6B** Review and approve contract between FRRPD and KZFR for annual advertising underwriting. *(Appendix 6B)*
- 6C** Review and approve fee Waiver for Oroville Southside Community Improvement Association for their annual Easter Egg Hunt at Martin Luther King Park. *(Appendix 6C)*

6D Review and approve fee waiver for The Father's House Church for a Community BBQ held at Martin Luther King Park. *(Appendix 6D)*

6E Review and approve fee waiver for the Butte County District Attorney's Office for their annual BCDA Law Enforcement/Fire Memorial Tournament held at Nelson Complex. *(Appendix 6E)*

6F Review and approve Resolution No. 1380-18 A Resolution of the Board of Directors of the Feather River Recreation and Park District authorizing all Board members and Randolph P Murphy to sign any and all District checks, ACH transfers, and check registers and removing signers Apryl Ramage and Don Noble. *(Appendix 6F)*

ITEMS PULLED FROM THE CONSENT AGENDA

None

Director Fowler made the motion to pass the Consent Agenda.

Director Carter seconded the motion.

***The Consent agenda was approved by a unanimous vote.**

REGULAR AGENDA

ACTION ITEM (Requires vote)-**Budget**

1. Resolution 1379-18 A Resolution of the Board of Directors of the Feather River Recreation and Park District Approving the Budget for Fiscal Year 2018-2019.

Interim General Manager Lando reminded the Board that this was a preliminary Budget, and as such they could take it home and take the time to read it. If they had any questions, to forward them to the General Manager.

Chairperson Smith had a question regarding the Position of Recreation Supervisor.

Interim General Manager Lando clarified that both the title of Recreation Supervisor and Gymnastics Coach are included in the budget and that they were both exempt. It is up to the Board to decide which title to go with and also who the title will report to, either the Recreation Supervisor or the General Manager.

Director Noble stated that the gymnastics program history has done well being autonomous. Gymnastic requires a special skill set and the Board can't expect a Recreation Supervisor to have that skill set. It is not an appropriate role for the Recreation Supervisor to have, not knowing gymnastics. He would like to see the District keep the separation between gymnastics and recreation. He feels that it is really important we leave it as it is.

Interim General Manager Lando disagreed that the gymnastics program should be autonomous. He states that gymnastics is a part of the District. He also disagrees that a supervisor needs to know the exact skill set. He gives the example that as a General Manager, he supervises Maintenance, yet he doesn't know how to do that. He also reiterates that the job description of Recreation Supervisor is catered to gymnastics.

A member of the public questioned how this relates to the agenda item being discussed.

Interim General Manager Lando specified that this item can be discussed further at the next Special Board meeting.

Director Carter wanted an explanation as to why the Gymnastic Director title wasn't on the Org Chart, as it is supposed to be Board approved and the Board had not approved it. She indicated

that someone has made the decision that there is no Gymnastics Director. She indicated that the Board couldn't pass the budget as it was with this Org chart as it is.

Interim General Manager Lando agreed that that would be correct. He also reiterated that the decision was ultimately the Board's decision.

Director Carter stated that both positions would need to be put on the org chart and the Board would be the one to remove one of them. She stated that someone made a decision without the Board's approval.

Interim General Manager Lando disagreed that someone made a decision without the Board's approval. He clarified that he understood that the District was hiring a Recreation Supervisor with gymnastics expertise and that the District wasn't going to have both positions. It was his decision. It is his opinion if you are going to hire one, then you leave the other position vacant. Director Carter clarified that the Board has not dissolved that position yet. The Board would be able to fill the Gymnastics Director position. She claimed that the District needs a Gymnastics Director that can continue to grow the gymnastics program, which benefits this community. She also stated that the Board needs to decide whether they hire a Gymnastics Coach or Gymnastics Supervisor.

Interim General Manager Lando specified that it could be done at the next Special Board Meeting. He stated that we need to stop the rumors in this District and that we need to base things on fact. He stated that the gymnastics program is important to the District; just like childcare is; just like aquatics is.

There was more discussion as to putting the budget on another agenda as a preliminary budget to be able to take a closer look at it.

PUBLIC COMMENT

A member of the public spoke in support of the gymnastics program. She feels that the gymnastics program is a huge draw to the Oroville area and that it would be a shame to have cuts done to the program.

Interim General Manager Lando clarified that there has never been discussion in regards to cutting the optionals program.

Director Carter presented a list of gymnastics programs that are run by either a Parks and Rec District or the City. She stated that they are all great programs, but that ours is the best.

Interim General Manager Lando read a letter composed by Director Noble.

A member of the public spoke in regards to the Easter Egg Hunt held at Martin Luther King Park. He stated that the event was cancelled, but that they were going to hold it next year.

UNFINISHED BUSINESS

BOARD ITEMS FOR NEXT AGENDA

Chairperson Smith adjourned the meeting at 5:18pm.

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

DISTRICT BOARD MEETING
Special Board Meeting
April 10, 2018

Location: FRRPD Conference Room

DRAFT Minutes

Open Session 4:00pm

The public portion of the meeting was recorded by Chairperson Smith.

Chairperson Smith called the meeting to order at 4:05pm.

In Attendance:

Chairperson Victoria Smith	<u>Present</u>
Vice Chairperson Gary Emberland	<u>Present</u>
Director Scott Kent Fowler	<u>Present</u> (Arrived late @4:16pm)
Director Marcia Carter	<u>Present</u>

The Pledge of Allegiance was performed.

ADJOURNMENT TO CLOSED SESSION

None

ANNOUNCEMENT FROM CLOSED SESSION

None

PUBLIC COMMENT

A member of the public wanted to know where the District was at in regards to the Bedrock Tennis Courts. There was discussion about the light poles and the surface of the courts. The District is waiting for insurance for the resurfacing and the Lineman’s College, who help with the light poles, is between sessions.

Another member of the public commented on the state of the dog park and Riverbend Park.

CONSENT AGENDA

ITMES PULLED FROM THE AGENDA

A. Notice of Board Vacancy (Appendix 7A)

Pursuant to California Government Code Section 1780, the District must notify the County Elections official and post a notice of the Board vacancy created by Don Noble’s resignation.

Mission Statement

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

There was discussion regarding the timeline of filling the vacancy. General Manager Murphy stated that the District had 60 days, but it could not be filled before 15 days. His suggestion was to go ahead with the Regular Board meeting on the 24th, and hold a special meeting on the 26th to review the candidates and possibly fill the vacancy.

Director Carter made a motion to approve following the procedure to fill the Board vacancy and to have a Special Meeting on the 26th to fill the position.

Vice Chairperson Emberland seconded the motion.

The motion to motion to approve following the procedure to fill the Board vacancy and to have a Special Meeting on the 26th to fill the position was approved by a unanimous vote.

B. Fence Between Skate Park and Purple Line Winery (Appendix 7B)

Staff requests permission to work with Purple Line Winery and cooperatively install a solid barrier across the back of the Bedrock Skatepark.

Solutions to the fencing issue between Purple Line Winery and the Bedrock Skate Park were discussed. Some possible solutions were a taller fence, a cyclone fence and a Con-Ex container, and the possibility of only 1 fence rather than 2. **General Manager Murphy would have up to \$5K for the spending limit in his authority.** There was discussion regarding liability. The Board Directed the General Manager to coordinate with the winery owner and also District counsel. Director Carter made a motion for the General Manager to coordinate with legal counsel and the Purple Line Winery in regards to the fence between the properties.

Vice Chairperson Emberland seconded the motion.

The motion for the General Manager to coordinate with legal counsel and the Purple Line Winery in regards to the fence between the properties was approved by a unanimous vote.

C. District Organizational Chart (Appendix 7C)

The fiscal year 2018-19 Organizational (Org) Chart has been changed to reflect updated positions, title changes and direct reporting relationships per board approved changes and/or current staffing structure needs as proposed during the upcoming fiscal year.

General Manager Murphy thought it would be best to handle the Organizational Chart separate from the budget because of the discussion that was had at the last meeting. The Board expressed concern with the Gymnastics Director reporting to the Recreation Supervisor because she already has enough programs to oversee. They also had concerns with the title change from Gymnastics Director to Recreation Supervisor-Gymnastics. General Manager Murphy stated that it was his understanding that the change occurred when the Board approved the job description of Recreation Supervisor-Gymnastics at a previous meeting. There was discussion regarding whether the Gymnastics Supervisor-Gymnastics would be hiring coaches or would that fall to Nina. Nina stated that her role would be a supporting role and that the Gymnastics Supervisor-Gymnastics would be able to make decisions for the program. Vice Chairperson Emberland stated that he felt that if you were going to hire a Supervisor you didn't need a Supervisor over them. The importance of a separation of gymnastics from recreation was discussed.

Director Fowler made a motion to accept the Organizational Chart with position availability changes.

Vice Chairperson Emberland seconded the motion.

District Organizational Chart was rejected with a 1-3-0 vote.

D. Information regarding Restoration of Riverbend Park (Appendix 7D)**Staff to provide update to Board regarding reconstruction activities at Riverbend Park.**

Director Carter reassured a member of the public that the dog park was staying and was going to be updated.

General Manager Murphy went over the most recent estimate by Melton Design. He stated that \$5 million was covered by insurance and after everything was done, there would be \$1.5 million to use on other projects we wouldn't have been able to otherwise do. He urged the Board to think about what we could use the \$1.5 million on, whether it was at Riverbend Park or not. He also wanted the Board to consider what the General Manager's level of authority would be for change orders. The schedule for completion was discussed with a groundbreaking happening in early May, the soccer fields completed in August, and the park complete by the end of the year. Director Fowler wants the Board and the public to be interactive.

Melton Designs will be providing the General Manager with monthly updates, which he will pass along. He stressed that communication was key to the process.

A member of the community reminded the Board that they already decided that the proceeds would be dedicated to rebuilding Riverbend Park.

There was discussion about change orders. Members of the public wanted to make sure the money wasn't going to projects that would cause projects down the line to not be funded.

There was discussion with regards to work not being done properly and hiring a specialist to oversee the contractor.

There was a break from 5:50pm-6:08pm.

8. REGULAR AGENDA**A. Staff request to fill committee vacancies created by the resignation of Director Noble.**

The vacancies made by Don Noble's resignation on the SBF Committee and the Parks and Recreation Committee were discussed. The vacancy on the SBF Committee would take effect at the next SBF Committee meeting on April 25th. Chairperson Smith, as the alternate, stepped into the vacancy, which left a vacancy as an alternate. Chairperson Smith assigned Directors Carter and Fowler to both be alternates to the SBF Committee.

The Board decided to wait for the new Board member to fill the vacancy on the Parks and Recreation Committee.

B. Preliminary 2018-2019 Budget

The preliminary budget had a few changes to it, such as a fixed asset increase, a salary increase due to the impact of the minimum wage increase, and a \$5K fee waiver allotment so the District can track the amount they are waiving.

There was discussion with regards to the preliminary budget.

Director Fowler made the motion to approve the Preliminary 2018-2019 Budget.

Vice Chairperson Emberland seconded the motion.

The motion to approve the Preliminary 2018-2019 Budget was approved by a unanimous vote.

Mission Statement

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

NON-ACTION ITEMS

None

UNFINISHED BUSINESS

CDSA Legislative Days is May 22-23 in Sacramento. General Manager Murphy will be attending and wanted to know if any Board members wanted to attend.

A local church wants to coordinate a cleanup on Earth Day, April 21st.

BOARD ITEMS FOR NEXT AGENDA

Next Regular Board Meeting is April 24th @ 5:00pm closed session/5:30pm open session.

Special Board Meeting April 26th @5:00pm.

Chairperson Smith adjourned the meeting at 6:33pm.

Mission Statement

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

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

DISTRICT BOARD MEETING
Regular Board Meeting
April 24, 2018

Location: FRRPD Conference Room

DRAFT-Minutes

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

The public Portion of the meeting was recorded by Chairperson Smith.

Chairperson Smith called the meeting to order at 5:02pm.

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>Late</u> Arrived @ 5:21pm during closed session Recused for 2 of the 3 items in closed session.

ADJOURNMENT TO CLOSED SESSION

- A. Pursuant to Government Code section 54956.9(b)(3)(A), Conference with Legal Counsel – Anticipated Litigation (two cases);
- B. Pursuant to Government Code section 54956.9, Conference with Legal Counsel – Existing Litigation: Shaw Carter v Feather River Recreation and Park District, Department of Fair Employment and Housing Case No. 970781-322443.

The Pledge of Allegiance was performed.

ANNOUNCEMENTS FROM CLOSED SESSION

As to Item A, the Board heard from Counsel and there was no action taken.
As to Item B, the Board was informed by the Department of Fair Employment and Housing that the claim had been dismissed.

ACKNOWLEDGEMENTS

None

PUBLIC COMMENT

A member of the public brought up a few concerns with regards to the financial state of the District. She expressed her concern with the \$250K that was borrowed. She also expressed concern with the agenda. She felt certain items on the consent agenda should be regular items to be voted on. She offered a few hours of her time to help the Board Clerk with the agenda process. General Manager Murphy stated that the Board Clerk was following his direction. He stated that it is normal to have these items on the consent agenda. If any of the items needed more information or discussion that they could be pulled and voted on separately.

CONSENT AGENDA

- A. Approve the February 8, 2018 Special Board Meeting Minutes (Appendix A)**
- B. Approve the February 22, 2018 Special Board Meeting Minutes (Appendix B)**
- C. Approve the February 27, 2018 Regular Board Meeting Minutes (Appendix C)**
- D. Approve the March 9, 2018 Special Board Meeting Minutes (Appendix D)**
- E. Approve the March 13, 2018 Special Board Meeting Minutes (Appendix E)**
- F. Approve the March 23, 2018 Special Board Meeting Minutes (Appendix F)**
- G Approve the March 27, 2018 Special Board Meeting Minutes (Appendix G)**
- H. Approve March Financials (Appendices H1-H7)**

Vice Chairperson Emberland made the motion to approve the Consent Agenda.

Director Carter seconded the motion.

The Consent Agenda was approved by a unanimous vote, with Director Carter abstaining from Item B.

ITEMS PULLED FROM THE CONSENT AGENDA**I. Approve updated cost of the fence and Bedrock Skatepark (Appendix I)**

General Manager Murphy reported to the Board that the City wanted improvements made and the cost for the project went up. General Manager Murphy wanted the Board to increase his authorization limit from \$5K to \$7.5K.

Vice Chairperson Emberland made the motion to increase the General Manager's authorization from \$5 to \$7.5K.

Director Fowler seconded the motion.

The motion to approve the General Manager's authorization from \$5K to \$7.5K was approved by a unanimous vote.

J. Adopt Resolution 1383-18-A Resolution of the Feather River Recreation and Park District Board authorizing the General Manager to utilize District resources and waive fees related to the use of the Nelson Complex during the 2018 Oroville Independence Day Celebration. (Appendices J1-J2)

General Manager Murphy updated the Board and the public on the Fireworks Celebration. He wanted to ask that the Board give approval to utilize the District's resources for the fireworks celebration at Nelson Complex. This would be for parking and a viewing area. DWR is expected to defray expenses, except for the fireworks. There was another group in the area trying to cover the expense of the fireworks.

There was discussion regarding the cost to the District, including any fees waived for the use of Nelson Complex and staff.

Vice Chairperson Emberland made the motion to Adopt Resolution 1383-18-A Resolution of the Feather River Recreation and Park District Board authorizing the

General Manager to utilize District resources and waive fees related to the use of the Nelson Complex during the 2018 Oroville Independence Day Celebration.

Director Fowler seconded the motion.

The motion to adopt Resolution 1383-18-A Resolution of the Feather River Recreation and Park District Board authorizing the General Manager to utilize District resources and waive fees related to the use of the Nelson Complex during the 2018 Oroville Independence Day Celebration was approved by a unanimous vote.

K. Authorize the General Manager to allow Fishing Guide Access to Launch at Riverbend during Riverbend Park closure. (Appendix K)

General Manager Murphy was contact by 3 professional fishing guides, who rely on our river access for their livelihoods. He wants the Board to give him the discretion to approve access to Riverbend Park during the closure so that professional guides would be able to launch their boats there. Strict requirements would be set-up for these guides. There was discussion regarding indemnity. There would not be any loss of revenue to the District.

Director Fowler made the motion to authorize the General Manager to allow Fishing Guide Access to Launch at Riverbend during Riverbend Park closure.

Vice Chairperson Emberland seconded the motion.

The motion to authorize the General Manager to allow Fishing Guide Access to Launch at Riverbend during Riverbend Park closure was approved by a unanimous vote.

L. Authorize the General Manager to purchase a mower in an amount not to exceed \$25K. (Appendix L)

General Manager Murphy reported that he and the Maintenance Supervisor met with the Finance Committee. The Committee agreed with the Maintenance Supervisor that a new mower would be a worthwhile expense of the District. The mower that the Maintenance Supervisor endorsed cuts wider sections, and would save approximately 15 hours of labor per week. Some of the expense would be recovered with the sale of the District's excess equipment.

Director Carter made the motion to authorize the General Manager to purchase a mower in an amount not to exceed \$25K.

Director Fowler seconded the motion.

The motion to authorize the General Manager to purchase a mower in an amount not to exceed \$25K was approved by a unanimous vote.

M. Adopt Resolution 1381-18-A Resolution of the Board of Directors of the Feather River Recreation and Park District authorizing the District General Manager and all Board members to sign any and all checks, ACH transfers, and check registers. (Appendix M)

General Manager Murphy stated that there was a technical flaw to the Resolution previously passed and this resolution had corrected information. The District needs more than 2 check signers.

Director Carter made the motion to adopt Resolution 1381-18-A Resolution of the Board of Directors of the Feather River Recreation and Park District authorizing the District General Manager and all Board members to sign any and all checks, ACH transfers, and check registers.

Director Fowler seconded the motion.

The motion to adopt Resolution 1381-18-A Resolution of the Board of Directors of the Feather River Recreation and Park District authorizing the District General Manager and all Board members to sign any and all checks, ACH transfers, and check registers was passed by a unanimous vote.

N. Approve Amendment to Lease Agreement between Yuba Feather Historical Association and Feather River Recreation and Park District. (Appendices N1-N3)

Patricia Shields spoke to the Board regarding maintenance issues at the Forbestown Museum that needed to be addressed. She also highlighted the events that are held there. She would like the Board to approve another 5 year extension to the lease agreement between the Yuba Feather Historical Association and FRRPD. The budget for the operating the museum relies on donations.

General Manager Murphy stated that he talked to the Maintenance Supervisor, who would be coordinating the maintenance issues with Grace.

Vice Chairperson Emberland made the suggestion to hold a Board meeting up in Forbestown in the next year.

A member of the public suggested having a copy of the original lease with the amendment so it could be reviewed.

Vice Chairperson Emberland made the motion to approve Amendment to Lease Agreement between Yuba Feather Historical Association and Feather River Recreation and Park District, contingent on the review of the original lease.

Director Fowler seconded the motion.

The motion to approve Amendment to Lease Agreement between Yuba Feather Historical Association and Feather River Recreation and Park District was passed by a unanimous vote.

There was a discussion in regards to the finances and the gymnastics program. Director Carter congratulated the gymnasts that went to the Regional competition.

Director Carter recused herself.

REGULAR AGENDA

ACTION ITEMS

1. Review and approve Job Titles and Descriptions of Gymnastics Director and Recreation Supervisor 1, as requested by Director Carter.

Chairperson Smith asked to table this item. District counsel cautioned that the Board could not withdraw an agenda item without Board action. He also stated that the public might be attending the meeting thinking that it would be called and acted upon.

A member of the public expressed her confusion as to what was happening. Her gymnast is training to be a Level * and is in line for a scholarship. While she appreciates the effort to fill the position, she feels that the current coach is unqualified for coaching the higher levels of gymnastics. She implored the Board to act to fill the position with a qualified coach.

A member of OGBC stated she didn't think anybody wanted the gymnastics program to leave. She wants FRRPD and OGBC to work together.

Another member of the public expressed her confusion as to what the problem was. She stated that when the facility was purchased, the Board had another coach lined up in case Shaw Carter left. She just wants the Board to do what needs to be done to support the kids in the gymnastics program.

Vice Chairperson Emberland stated that it is just semantics. The General Manager is on the path and he is pursuing a new coach.

General Manager Murphy stated that at a previous meeting, the Board took action to reclassify/retitle Gymnastics Director to Recreation Supervisor 1-Gymnastics. The District has received applications for the position, 1 of which the Gymnastics parents seem to be okay with. General Manager Murphy is not happy with the recruitment efforts so far. He would like time to make the best choice and not a choice just because it needs to be done.

A member of OGBC stated that one of the qualifications should be that the coach is trusted by the gymnasts.

General Manager Murphy stated that he would be talking to Clinton and Laura, members of the OGBC Board, after the meeting.

Vice Chairperson Emberland stated that the title of the position didn't matter, but the qualifications of the person in the position did. He also stated that he would like the position to report directly to the General Manager.

District counsel stated that no action was needed if the Board was going to uphold the original motion of Recreation Supervisor 1-Gymnastics.

The original motion for Recreation Supervisor 1-Gymnastics, reporting directly to the General Manager, stands.

Director Carter rejoined the meeting.

2. Review policy regarding the misuse of District facilities.

General Manager Murphy reminded the Board of a discussion at a previous meeting regarding the disrepair of facilities following events that were held. Some of these events had the fees waived by the Board. Policy is needed to dissuade the misuse of District facilities.

Chairperson Smith suggested a deposit that would be returned if the facility was left in good condition.

Director Fowler stated that the deposit would need to be substantial.

District Counsel recommended checking with other Districts to see what their policy is.

Chairperson Smith wanted to direct staff to return to the Board with a policy for misuse.

Vice Chairperson Emberland wanted to bring this to the Policies and Procedures Committee, and the General Manager agreed.

A member of the public asked if a fine would work and Chairperson Smith clarified that a deposit would essentially do that.

A member of the public liked the idea of a deposit, but suggested that before and after photographs be collected.

No action was taken.

DIRECTOR, & COMMITTEE REPORTS, MANAGER, & STAFF REPORTS

Director Carter questioned Business Manager Peltzer on the Feb18 and Mar18 increase to the program income. It was clarified that about \$11K came from rentals and gymnastics meets and \$7K came from youth sports.

CORRESPONDENCE

None

UNFINISHED BUSINESS

Chairperson Smith invited the public to the next SBF Committee Meeting starting at 5pm on April 25th.

BOARD ITEMS FOR NEXT AGENDA

The next Board meeting was Thursday, April 26th at 5pm. It would be an open session to discuss the candidates for the Board vacancy as well as a presentation on Riverbend.

Chairperson Smith adjourned the meeting at 7:16pm.

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

DISTRICT BOARD MEETING
Special Board Meeting
April 26, 2018

Location: FRRPD Conference Room

DRAFT MINUTES

Open Session 5:00pm

The public portion of the meeting was recorded by Chairperson Smith.

Chairperson Smith called the meeting to order at 5:01 pm.

IN ATTENDANCE

Chairperson Victoria Smith	<u>Present</u>
Vice Chairman Gary Emberland	<u>Late</u> Arrived @5:35pm
Director Scott Kent Fowler	<u>Present</u>
Director Marcia Carter	<u>Present</u>

The Pledge of Allegiance was performed.

CLOSED SESSION

None

ANNOUNCEMENT FROM CLOSED SESSION

None

PUBLIC COMMENT

None

CONSENT AGENDA

ITEMS PULLED FROM THE CONSENT AGENDA

- A. Adopt Resolution No. 1384-18- A Resolution in Support of Proposition 68: The Clean Water & Safe Parks Act**
*No action taken

Mission Statement

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

**REGULAR AGENDA
ACTION ITEMS**

- 1. Riverbend Master Plan Update Presentation. Adopt Resolution No. 1382-18-A Resolution of the Feather River Recreation and Park District Board Authorizing the General Manager to Sign Change Orders During the Construction of Phase 1 Riverbend Park in Oroville, CA.**

Melton Design gave a presentation on the Riverbend Master Plan Update. He also gave an update to the Phase 1 construction.

Director Carter made the motion to adopt Resolution No. 1382-18-A Resolution of the Feather River Recreation and Park District Board Authorizing the General Manager to Sign Change Orders During the Construction of Phase 1 Riverbend Park in Oroville, CA and to bring the surplus items back for discussion.

Vice Chairperson Emberland seconded the motion.

***The motion to adopt Resolution No. 1382-18-A Resolution of the Feather River Recreation and Park District Board Authorizing the General Manager to Sign Change Orders During the Construction of Phase 1 Riverbend Park in Oroville, CA and to bring the surplus items back for discussion was passed by a unanimous vote.**

The Board decided to hold the Groundbreaking Ceremony on Thursday, May 10, 2018 at 1:30pm

- 2. Pursuant to California Government Code Section 1780, and following the Board's direction given on April 10th, the District notified the County Elections official and posted notice of the Board vacancy created by Don Noble's resignation. The Board may interview and then select a new Director from this group.**

General Manager Murphy and the Board interviewed Steven Rocchi.

General Manager Murphy and the Board interviewed DC Jones.

General Manager Murphy and the Board interviewed Sonny Brandt.

Director Carter nominated Steven Rocchi as a Board Member.

Steven Rocchi was accepted as a Board Member with a 3-1-0 vote.

Chairperson Smith adjourned the meeting at 7:31pm.

Feather River Recreation & Park District Excluding Flood Insurance Proceeds/Expenses			PAYROLL USE				22	Annual total Payroll Periods: 26	MONTHLY ACTUAL VS. MONTHLY BUDGET			
Business Manager Staff Report:			Payroll %				85%	Paid 22 out of 26 Payroll	Annual Budget divided by "X" amount of months			
See staff comments for detailed monthly expenses explained and comment on YTD budget over/under			YTD	YTD	YTD	YTD BUDGET		Apr-18	Apr-18	MONTHLY	YTD	
Apr-18			TOTAL	Annual Budget	Over (Under)	83% % used	STAFF COMMENTS MONTHLY TRANSACTIONS	ACTUAL YTD TOTAL	BUDGET 10	Over (Under)	100% % used	STAFF COMMENTS: UNDER/OVER BUDGET AND GENERAL COMMENTS
Ordinary Income/Expense												
Income												
4100 - Tax Revenue		631,619	1,540,215	1,550,000	(9,785)	99%		1,540,215	1,291,667	248,548	119%	2nd Tax installment received April 2018
4150 - Tax Revenue (BAD)		103,810	247,114	270,057	(22,943)	92%		247,114	225,048	22,067	110%	2nd Tax installment received April 2018
- Program Income												
4350 - Discounts & Credits		(670)	(5,596)	(7,750)	2,154	72%		(5,596)	(6,458)	862	87%	
4300 - Program Income		104,302	804,732	1,056,675	(251,943)	76%	Apr18: Classes \$7.9k, Preschool \$30.8k, Camp \$1.4k, Rentals/Bday \$3k, Gymnastics \$27.5k, Sports Adult/Youth Sports \$5.1k	804,732	880,563	(75,831)	91%	
Total - Program Income		103,632	799,136	1,048,925	(249,789)	76%		799,136	874,104	(74,968)	91%	
4400 - Donation & Fundraising Income		1,313	10,493	4,000	6,493	262%		10,493	3,333	7,160	315%	
4500 - Grant/Reimbursed Expense Income			45,059	35,000	10,059	129%		45,059	29,167	15,892	154%	
4600 - Other Income			60	1,000	(940)			60	833	(773)		
4900 - Interest Income		2,062	8,081	7,500	581	108%		8,081	6,250	1,831	129%	
4905 - Interest Income - BAD		117	842	600	242	140%		842	500	342	168%	
Total Income		107,124	2,651,000	2,917,082	(266,082)	91%		2,651,000	2,430,902	220,098	109%	
Gross Profit		107,124	2,651,000	2,917,082	(266,082)	91%		2,651,000	2,430,902	220,098	109%	
Expense												
- Payroll Expenses												
5010 - Wages & Salaries		119,168	992,822	1,407,893	(415,071)	71%	YTD Average Wages-W/Comp: Budgeted: \$67.6k per payroll, Expensed average \$56.1k per payroll year to date \$253k under budget YTD average	992,822	1,173,244	(180,422)	83%	Adjusted Payroll Budget Used % to reflect total pay periods paid vs. budgeted
5020 - Employer Taxes		14,049	103,355	141,657	(38,302)	73%		103,355	118,048	(14,693)	86%	
5030 - Employee Benefits		11,087	99,718	154,558	(54,840)	65%		99,718	128,798	(29,080)	76%	
5040 - Workers Comp		4,634	36,664	54,603	(17,939)	67%		36,664	45,503	(8,839)	79%	
5060 Labor/Benefits CIP Projects			0	25,000	25,000	0%		0	(20,833)	20,833	0%	
5060 Labor OT Riverbend FEMA			0	0	0			0				
Total - Payroll Expenses		148,938	1,232,559	1,733,711	(501,152)	71%	Mar18: 3 pay periods	1,232,559	1,444,759	(212,200)	84%	
5031 GASB 68 Benefit Expense			24,691	26,275	(1,584)	94%		24,691	21,896	2,795	113%	Jul17: Paid in full. Balance of budget for GASB reports to be paid next month
5100 - Advertising & Promotion		39	5,968	10,000	(4,032)	60%	Apr18: Activity Guide \$2.7k, KZFR underwriting \$975	5,968	8,333	(2,365)	72%	
5120 - Bank Fees		784	10,199	14,000	(3,801)	73%	Apr18: \$2k annual bank fees for loans	10,199	11,667	(1,468)	87%	
5130 - Charitable Contributions			2,500	2,500	0	100%		2,500	2,083	417	120%	Annual donation to Do It Leisure paid in full
5140 - Copying & Printing		1,180	8,802	11,000	(2,198)	80%		8,802	9,167	(365)	96%	
5155 - Employment New Hire Screen		251	1,921	3,985	(2,064)	48%		1,921	3,321	(1,400)	58%	
5160 - Dues, Mbrshps, Publications, Subscriptions		902	13,947	12,000	1,947	116%		13,947	10,000	3,947	139%	Under budgeted for this account. 2018-19 budget will adjust accordingly
5170 - Education & Development			3,016	12,000	(8,984)	25%	Apr18: Aquatics Chemical Operator training, 2 staff \$600, Early Ed Conference \$195	3,016	10,000	(6,984)	30%	
5175 - Equipment Rental/Lease			3,329	31,000	(27,671)	11%		3,329	25,833	(22,504)	13%	Budgeted for 3 trucks lease expense. Mid year changed expense to Fixed Assets, 1 truck leased as option to buy. 1 Dump Trailer to be purchased in place of Dump Truck lease.
- Equipment, Tools & Furn (<\$5k)												
5182 - Operating ET&F		53	2,491	3,700	(1,209)	67%	Apr18: New chair	2,491	3,083	(592)	81%	
5184 - Program ET&F			10,097	15,600	(5,503)	65%		10,097	13,000	(2,903)	78%	
5186 - Site/Shop ET&F			4,819	14,000	(9,181)	34%		4,819	11,667	(6,848)	41%	
5187 - Computers & Technology ET&F		129	7,213	10,000	(2,787)	72%		7,213	8,333	(1,120)	87%	
Total - Equipment, Tools & Furn (<\$5k)		182	24,620	43,300	(18,680)	57%		24,620	36,083	(11,463)	68%	
5200 - Insurance			46,084	49,500	(3,416)	93%		46,084	41,250	4,834	112%	Jul17 Paid Liability insurance in full. Budget balance included \$6k trampoline insurance. Normally tramp insurance paid in February for a full year. This year, \$2.5k paid Feb-Jun. Insurance company changing annual policy to run July through June to match other policies.
5210 - Interest Expense - Operating		150	1,270	0	1,270			1,270	0	1,270		2017-18 Financed maintenance truck
5225 - Postage & Delivery		439	1,203	3,500	(2,297)	34%		1,203	2,917	(1,714)	41%	
- Professional & Outside Svcs												
5232 - Accounting			25,519	30,000	(4,481)	85%		25,519	25,000	519	102%	Auditor paid in full.
5233 - Bands/Recreation			700	1,850	(1,150)	38%		700	1,542	(842)	45%	Seasonal expense: Summer months concert in parks
5234 - Board Stipends		1,000	9,400	12,000	(2,600)	78%		9,400	10,000	(600)	94%	
5235 - Recreation Instructors		2,204	18,897	42,100	(23,203)	45%		18,897	35,083	(16,186)	54%	
5236 - Legal		15,755	50,756	18,000	32,756	282%		50,756	15,000	35,756	338%	
5237 - Contract Janitorial		5,050	50,500	71,000	(20,500)	71%		50,500	59,167	(8,667)	85%	

Feather River Recreation & Park District Excluding Flood Insurance Proceeds/Expenses				22 Annual total Payroll Periods: 26				MONTHLY ACTUAL VS. MONTHLY BUDGET								
Business Manager Staff Report-				PAYROLL USE		Payroll %		85%		Paid 22 out of 26 Payroll						
See staff comments for detailed monthly expenses explained and comment on YTD budget over/under				YTD		YTD		YTD		Annual Budget divided by "X" amount of months						
Apr-18				YTD		YTD		YTD		YTD		MONTHLY		YTD		
				TOTAL		Annual Budget		Over (Under)		83% % used		Apr-18 ACTUAL YTD TOTAL		Apr-18 BUDGET 10		
												MONTHLY Over (Under)		YTD 100% % used		
														STAFF COMMENTS: UNDER/OVER BUDGET AND GENERAL COMMENTS		
				5239 - Outside Service Admin/Consult	13,890	1,463	91,231	27,000	64,231	338%	Mar18: Interim GM \$5k, HR investigation \$7.8k	91,231	22,500	68,731	405%	BAD Report \$15k, 2 or 2 annual payments. Unbudgeted expense Interim General Manager \$20k. Unbudgeted \$36k six months previous GM contract. Unbudgeted \$7.8k HR investigation. Total \$63.8k expensed unbudgeted items.
				Total - Professional & Outside Svcs	37,899	13,033	247,003	201,950	45,053	122%		247,003	168,292	78,711	147%	
				5250 - Rent			230	2,200	(1,970)	10%		230	1,833	(1,603)	13%	
				- Repairs & Maintenance												
				5261 - Building R&M	3,017	249	26,330	35,000	(8,670)	75%		26,330	29,167	(2,837)	90%	
				5262 - Equipment R&M	2,686	1,103	9,710	22,000	(12,290)	44%		9,710	18,333	(8,623)	53%	
				5263 - General R&M	459	1,460	4,282	30,000	(25,718)	14%		4,282	25,000	(20,718)	17%	
				5264 - Grounds R&M	3,291	3,374	18,912	45,000	(26,088)	42%		18,912	37,500	(18,588)	50%	
				5265 - Janitorial Supplies	2,169	1,568	22,071	28,750	(6,679)	77%		22,071	23,958	(1,887)	92%	
				5266 - Vandalism Repair	560	1,074	11,557	15,000	(3,443)	77%		11,557	12,500	(943)	92%	
				5267 - Vehicle R&M	285	81	4,035	6,500	(2,465)	62%		4,035	5,417	(1,382)	74%	
				5268 - Aquatics Pool R&M	0	3,974	20,060	45,000	(24,940)	45%		20,060	37,500	(17,440)	53%	
				5269 - Outside Contractor/Services R&M	69	75	11,879	20,000	(8,121)	59%		11,879	16,667	(4,788)	71%	
				Total - Repairs & Maintenance	12,536	12,958	128,836	247,250	(118,414)	52%		128,836	206,042	(77,206)	63%	
				5270 - Security	185	836	4,740	8,000	(3,260)	59%		4,740	6,667	(1,927)	71%	
				- Supplies - Consumable												
				5281 - Misc Staff & Uniform Supplies	1,308	306	6,355	9,000	(2,645)	71%	Mar18: per Union agreement clothing allowance released to FT Maintenance personnel	6,355	7,500	(1,145)	85%	
				5282 - Office Supplies	901	478	4,437	6,500	(2,063)	68%		4,437	5,417	(980)	82%	
				5284 - Program Food	988	965	9,014	12,000	(2,986)	75%		9,014	10,000	(986)	90%	
				5286 - Program Supplies	1,202	910	21,728	22,000	(272)	99%		21,728	18,333	3,395	119%	\$7.5k not in operating budget, FRRPD reimbursed by parents for Cheer Uniforms posted to program income to offset expense
				5287 - Safety Supplies	1,398	29	2,770	3,000	(230)	92%	Mar18: Restock maintenance shop and truck first aid kits \$750. Sunscreen/safety supplies for lifeguards \$365	2,770	2,500	270	111%	
				5289 - Site Supplies	61		839	2,000	(1,161)	42%		839	1,667	(828)	50%	
				Total - Supplies - Consumable	5,858	2,688	45,143	54,500	(9,357)	83%		45,143	45,417	(274)	99%	
				5290 - Taxes, Lic., Notices & Permits	52		3,088	6,800	(3,712)	45%		3,088	5,667	(2,579)	54%	
				5300 - Telephone/Internet	885	891	9,507	14,000	(4,493)	68%		9,507	11,667	(2,160)	81%	
				- Transportation, Meals & Travel												
				5312 - Air, Lodging, Other Travel	845	384	2,746	3,000	(254)	92%	Apr18: Hotel 2 day Aquatics Operator conference in south bay area.	2,746	2,500	246	110%	
				5314 - Fuel	1,527	1,850	14,981	22,000	(7,019)	68%		14,981	18,333	(3,352)	82%	
				5316 - Meals	208	112	575	1,000	(425)	58%	Apr18: Hotel 2.5 day, 2 staff Aquatics Operator conference in south bay area.	575	833	(258)	69%	
				5318 - Mileage		68	1,468	3,000	(1,532)	49%		1,468	2,500	(1,032)	59%	
				Total - Transportation, Meals & Travel	2,580	2,414	19,770	29,000	(9,230)	68%		19,770	24,167	(4,397)	82%	
				- Utilities												
				5322 - Electric	5,796	7,036	82,932	110,000	(27,068)	75%		82,932	91,667	(8,735)	90%	
				5324 - Garbage	1,952	1,529	17,773	23,000	(5,227)	77%		17,773	19,167	(1,394)	93%	
				5326 - Gas/Propane	700	476	4,686	8,000	(3,314)	59%		4,686	6,667	(1,981)	70%	
				5328 - Sewer	246	146	3,460	4,000	(540)	87%		3,460	3,333	127	104%	
				5329 - Water	2,868	2,456	63,119	100,000	(36,881)	63%		63,119	83,333	(20,214)	76%	
				Total - Utilities	11,562	11,643	171,970	245,000	(73,030)	70%		171,970	204,167	(32,197)	84%	
				Total Expense	224,422	162,624	2,010,396	2,761,471	(751,075)	73%		2,010,396	2,301,226	(290,830)	87%	
				Total Profit (Loss)	(117,298)	647,937	640,604	155,611	484,993			640,604	129,676	510,928		
				Other Income/Expense								0	0			
				Other Income												
				4200 - Impact Fee Income	90	6,906	40,356					40,356	0			
				4910 - Interest Income - Impact Fees	692		2,132					2,132	0			
				9990 Gail (Loss) on Asset Disposal			0					0	0			
				Total Other Income	782	6,906	42,488					42,488	0			
				Other Expense												
				7000 - Year End Adj Fair Value Adjustment			0					0				
				7210 - Debt Interest Expense	9,710	9,558	98,316	117,429				98,316	97,858			
				Total Other Expense	9,710	9,558	98,316	117,429				98,316	97,858			
				Net Other Income	(8,928)	(2,652)	(55,828)					(55,828)	0			
				Net income	(126,226)	645,285	584,776	38,182				584,776	31,818			

Appendix J1

	Apr 30, 18	Apr 30, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	954,640.85	1,049,623.20	-94,982.35	-9.05%
1010.2 - Treasury Cash - Reserve	383,594.00	243,594.00	140,000.00	57.47%
1010 - Treasury Cash - Other	2,868.50	0.00	2,868.50	100.0%
Total 1010 - Treasury Cash	1,341,103.35	1,293,217.20	47,886.15	3.7%
1020 - Imprest Cash	433.23	357.70	75.53	21.12%
1030 - BofW - Merchant Acct.	153,835.29	90,195.69	63,639.60	70.56%
1031 - BofW Project RIVERBEND	2,572,473.07	146.38	2,572,326.69	1,757,293.82%
1040 - Fund 2610 - BAD	272,125.05	266,935.14	5,189.91	1.94%
1050 - Impact Fees				
1051 - Impact - Parklands	200,330.58	156,060.64	44,269.94	28.37%
1052 - Impact - Public Use	5,830.73	51,381.09	-45,550.36	-88.65%
1053 - Impact - Aquatics	31,430.52	25,758.79	5,671.73	22.02%
Total 1050 - Impact Fees	237,591.83	233,200.52	4,391.31	1.88%
Total Checking/Savings	4,577,561.82	1,884,052.63	2,693,509.19	142.96%
Accounts Receivable				
1210 - Accounts Receivable	30,157.86	27,176.16	2,981.70	10.97%
Total Accounts Receivable	30,157.86	27,176.16	2,981.70	10.97%
Other Current Assets				
1205 - Blue Rec A/R	0.00	4,442.46	-4,442.46	-100.0%
1302 - FEMA Riverbend Claim A/R	250,000.00	62,955.86	187,044.14	297.1%
1310 - Miscellaneous Receivables	428.42	531.40	-102.98	-19.38%
1320 - Umpqua Bank Project Fund	188,856.12	241,800.00	-52,943.88	-21.9%
Total Other Current Assets	439,284.54	309,729.72	129,554.82	41.83%
Total Current Assets	5,047,004.22	2,220,958.51	2,826,045.71	127.24%
Fixed Assets				
1410 - Land	627,494.00	627,494.00	0.00	0.0%
1420 - Buildings & Improvements	10,314,943.03	18,147,685.61	-7,832,742.58	-43.16%
1430 - Equipment & Vehicles	802,004.23	771,778.09	30,226.14	3.92%
1440 - Construction in Progress				
1443 - CIP Riverbend Restoration RB99	319,051.14	0.00	319,051.14	100.0%
1447 - CIP Berry Creek Bathroom BC99	25,330.75	6,129.11	19,201.64	313.29%
Total 1440 - Construction in Progress	344,381.89	6,129.11	338,252.78	5,518.79%
1499 - Accumulated Depreciation	-3,872,382.85	-5,455,785.08	1,583,402.23	29.02%
Total Fixed Assets	8,216,440.30	14,097,301.73	-5,880,861.43	-41.72%
Other Assets				
1550 - GASB 68 CalPERS Valuation				
1551 - GASB68 Deferred Outflow Pension	124,015.00	59,598.00	64,417.00	108.09%
Total 1550 - GASB 68 CalPERS Valuation	124,015.00	59,598.00	64,417.00	108.09%
Total Other Assets	124,015.00	59,598.00	64,417.00	108.09%
TOTAL ASSETS	13,387,459.52	16,377,858.24	-2,990,398.72	-18.26%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 - Accounts Payable	43,732.58	39,193.26	4,539.32	11.58%
Total Accounts Payable	43,732.58	39,193.26	4,539.32	11.58%
Credit Cards				
2300 - Credit Cards Payable				
2335 - BofW CC 2122 GM	0.00	753.73	-753.73	-100.0%
2337 - BoW CC 4607 Preschool	562.23	139.12	423.11	304.13%
2338 - BoW CC 6280 Maintenance	969.01	0.00	969.01	100.0%
2339 - BoW CC 8111 General	368.87	89.97	278.90	309.99%
Total 2300 - Credit Cards Payable	1,900.11	982.82	917.29	93.33%
2350 - Supplier Accounts				
2352 - Staples	23.08	0.00	23.08	100.0%
2353 - Walmart	99.11	136.45	-37.34	-27.37%
2354 - Home Depot	4.27	32.66	-28.39	-86.93%
2357 - Tractor Supply	28.95	0.00	28.95	100.0%
Total 2350 - Supplier Accounts	155.41	169.11	-13.70	-8.1%

	Apr 30, 18	Apr 30, 17	\$ Change	% Change
Total Credit Cards	2,055.52	1,151.93	903.59	78.44%
Other Current Liabilities				
2100 - Payroll Liabilities				
2120 - Payroll Taxes payable	-2.46	0.00	-2.46	-100.0%
2160 - Workers Comp Payable	-4,739.39	2,028.16	-6,767.55	-333.68%
2170 - Retirement Payable	-0.02	0.00	-0.02	-100.0%
2180 - Health Insurance Payable	-3,446.03	0.15	-3,446.18	-2,297,453.33%
2185 - Dental Insurance Payable	-272.87	0.51	-273.38	-53,603.92%
2186 - Life Insurance Payable	-2.70	0.00	-2.70	-100.0%
2187 - Aflac Payable	870.29	1,028.54	-158.25	-15.39%
2199 - Accrued Leave Payable	20,664.82	26,077.44	-5,412.62	-20.76%
Total 2100 - Payroll Liabilities	13,071.64	29,134.80	-16,063.16	-55.13%
2210 - Accrued Debt Interest	9,557.72	10,168.72	-611.00	-6.01%
2400 - Deposits/Refunds to Customers	984.00	-95.00	1,079.00	1,135.79%
2405 - Deferred Revenue	0.00	2,756.80	-2,756.80	-100.0%
2410 - Gift Certificate Liability	0.00	190.00	-190.00	-100.0%
Total Other Current Liabilities	23,613.36	42,155.32	-18,541.96	-43.99%
Total Current Liabilities	69,401.46	82,500.51	-13,099.05	-15.88%
Long Term Liabilities				
2954 - Ford Motor Vehicle Loan	31,655.98	0.00	31,655.98	100.0%
2955 - Umpqua Bank Tax Exempt Bond A	3,297,450.00	3,493,609.00	-196,159.00	-5.62%
2960 - Umpqua Bank Taxable Bond B	173,000.00	195,000.00	-22,000.00	-11.28%
2975 - GASB 68 CalPERS Liab Valuation				
2976 - GASB 68 Deferred Inflow Pension	85,013.00	147,641.00	-62,628.00	-42.42%
2977 - GASB 68 Net Pension Liability	709,041.00	522,135.00	186,906.00	35.8%
Total 2975 - GASB 68 CalPERS Liab Valuation	794,054.00	669,776.00	124,278.00	18.56%
Total Long Term Liabilities	4,296,159.98	4,358,385.00	-62,225.02	-1.43%
Total Liabilities	4,365,561.44	4,440,885.51	-75,324.07	-1.7%
Equity				
3010 - Imprest Cash Reserve	1,000.00	1,000.00	0.00	0.0%
3020 - General Reserve	20,000.00	20,000.00	0.00	0.0%
3030 - Investment in Assets	5,022,758.82	11,217,061.82	-6,194,303.00	-55.22%
3040 - General Fund Balance	-23,687.34	-111,251.09	87,563.75	78.71%
3050 - Benefit Assessment District	24,168.02	29,608.18	-5,440.16	-18.37%
3060 - Impact Fees (general)	243,785.83	190,206.56	53,579.27	28.17%
Net Income	3,733,872.75	590,347.26	3,143,525.49	532.49%
Total Equity	9,021,898.08	11,936,972.73	-2,915,074.65	-24.42%
TOTAL LIABILITIES & EQUITY	13,387,459.52	16,377,858.24	-2,990,398.72	-18.26%

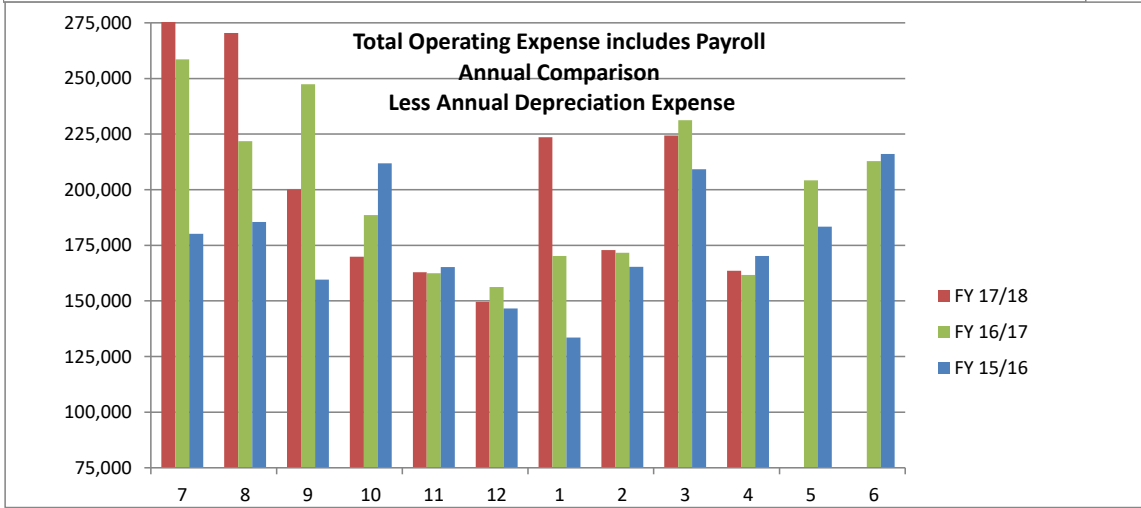
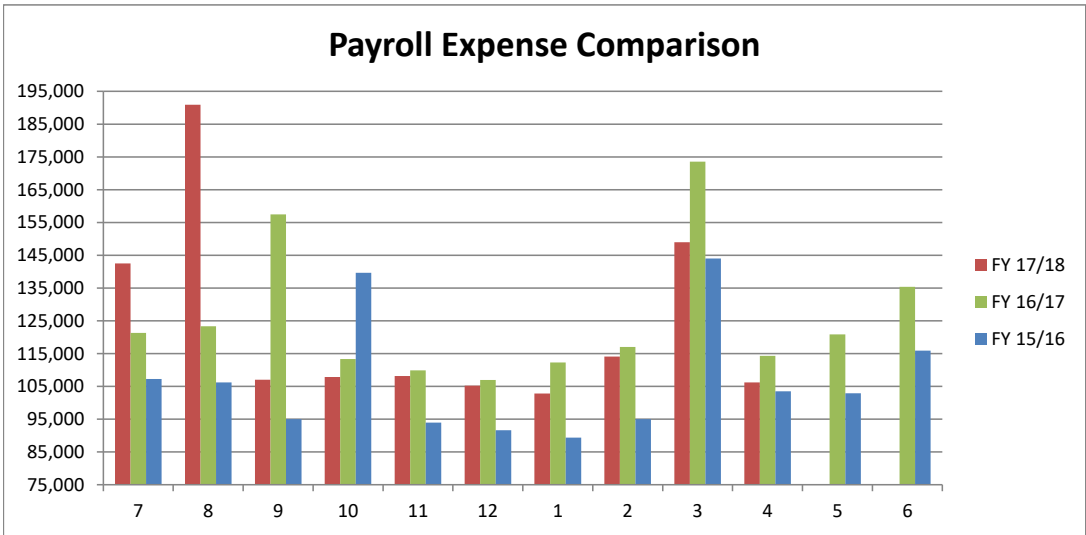
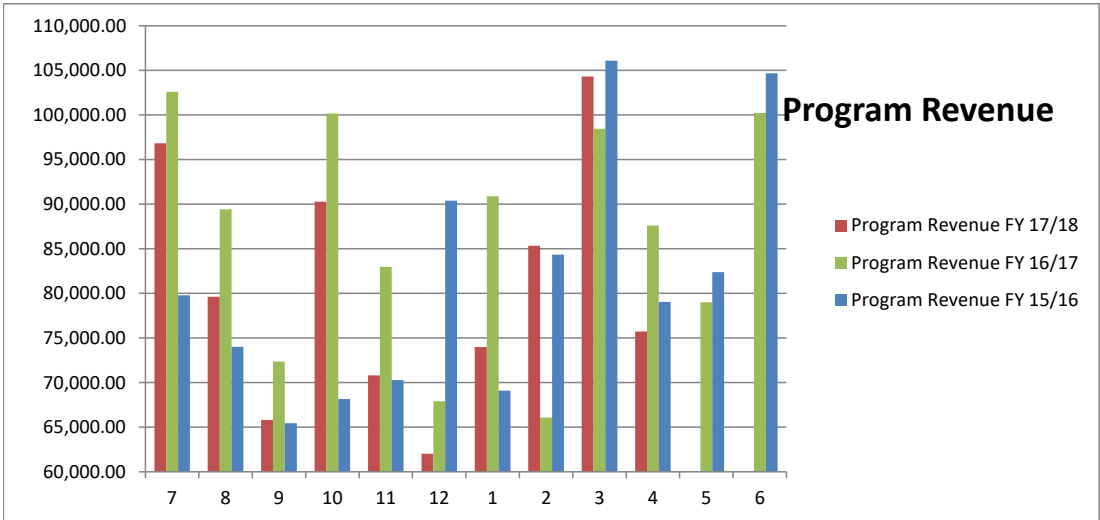
Feather River Recreation & Park District
Detail Fixed Asset & Bonds
As of April 30, 2018

	Date	Source Name	Memo	Amount	Accrual Basis Balance
1031 - BofW Project RIVERBEND					2,588,244.89
	04/12/2018	Melton Design Group		-14,657.82	2,573,587.07
	04/19/2018	State Water Resources Control Board	PERMIT REG DOCS RIVERBEND PHASE I	-1,114.00	2,572,473.07
Total 1031 - BofW Project RIVERBEND				-15,771.82	2,572,473.07
1302 - FEMA Riverbend Claim A/R					250,000.00
Total 1302 - FEMA Riverbend Claim A/R					250,000.00
1320 - Umpqua Bank Project Fund					188,856.12
Total 1320 - Umpqua Bank Project Fund					188,856.12
1410 - Land					627,494.00
Total 1410 - Land					627,494.00
1420 - Buildings & Improvements					10,314,889.08
Total 1420 - Buildings & Improvements					10,314,889.08
1430 - Equipment & Vehicles					802,004.23
Total 1430 - Equipment & Vehicles					802,004.23
1440 - Construction in Progress					340,846.69
1443 - CIP Riverbend Restoration RB99					315,515.94
	04/11/2018	Melton Design Group	CONSTRUCTION ADMIN	2,421.20	317,937.14
	04/18/2018	State Water Resources Control Board	REMIT REGISTRATION DOCUMENTS RIVERBEND PHASE I CONSTRUCTION	1,114.00	319,051.14
Total 1443 - CIP Riverbend Restoration RB99				3,535.20	319,051.14
1447 - CIP Berry Creek Bathroom BC99					25,330.75
Total 1447 - CIP Berry Creek Bathroom BC99					25,330.75
2955 - Umpqua Bank Tax Exempt Bond A					-3,297,450.00
Total 2955 - Umpqua Bank Tax Exempt Bond A					-3,297,450.00
2960 - Umpqua Bank Taxable Bond B					-173,000.00
Total 2960 - Umpqua Bank Taxable Bond B					-173,000.00

Feather River Recreation & Park District
 Income by month FLOOD ONLY
 July 2017 through April 2018

4:09 PM
 05/10/2018
 Accrual Basis

	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	TOTAL
Ordinary Income/Expense											
Expense											
5000 - Payroll Expenses											
5010 - Wages & Salaries	1,359	0	0	0	0	0	0	0	0	0	1,359
5020 - Employer Taxes	102	0	0	0	0	0	0	0	0	0	102
5030 - Employee Benefits	342	0	0	0	0	0	0	0	0	0	342
5040 - Workers Comp	109	0	0	0	0	0	0	0	0	0	109
Total 5000 - Payroll Expenses	1,912	0	0	0	0	0	0	0	0	0	1,912
Total Expense	1,912	0	0	0	0	0	0	0	0	0	1,912
Net Ordinary Income	-1,912	0	0	0	0	0	0	0	0	0	-1,912
Other Income/Expense											
Other Income											
4501 - FEMA Riverbend Flooding C	28,433	25,670	46,192	43,937	0	0	0	0	0	0	144,232
4650 - Insurance Proceeds	2,496,270	0	0	0	0	552,500	47,500	0	0	0	3,096,270
Total Other Income	2,524,703	25,670	46,192	43,937	0	552,500	47,500	0	0	0	3,240,502
Other Expense											
5101 - Riverbend Flood Expenses	12,370	25,670	46,192	1,815	594	565	565	565	565	594	89,495
Total Other Expense	12,370	25,670	46,192	1,815	594	565	565	565	565	594	89,495
Net Other Income	2,512,333	0	0	42,122	-594	551,935	46,935	-565	-565	-594	3,151,007
Net Income	2,510,421	0	0	42,122	-594	551,935	46,935	-565	-565	-594	3,149,095



Feather River Recreation & Park District
Check Register
 April 2018

4:42 PM
 05/10/2018
 Accrual Basis

Date	Num	Name	Memo	Credit
1010 - Treasury Cash				
04/12/2018	81958	Blue Shield of California	4004625 APR18 PREMIUMS	7,970.74
04/12/2018	81959	Premier Access	apr18 premiums 1000548827	993.24
04/12/2018	81960	Aflac	JRF86 MAR18 PREIMUMS	744.18
04/12/2018	81961	Humana Insurance Co.	657103-001	64.80
04/12/2018	81962	Bankcard Center	MAR18 STATEMENT	1,940.95
04/12/2018	81963	Carter, Marcia	MONTHLY BOD STIPEND	200.00
04/12/2018	81964	Emberland, Gary	MONTHLY BOD STIPEND	200.00
04/12/2018	81965	Fowler, Scott Kent	MONTHLY STIPEND	200.00
04/12/2018	81966	Noble, Don	MONTHLY STIPEND	200.00
04/12/2018	81967	Smith, Victoria	MONTHLY STIPEND	200.00
04/12/2018	81968	Abigail, Dan	REFUND WILDFLOWER CX'D	50.00
04/12/2018	81969	Accularm Security System	Security Monitoring - 1/1/17-3/31/17	534.00
04/12/2018	81970	All Metals Supply, Inc.	MAINTENACE SUPPLIES	371.70
04/12/2018	81971	All Things Carpet & Upholstery	PARKS RESTROOMS JANITORIAL	5,050.00
04/12/2018	81972	Aramark	UNIFORMS	195.56
04/12/2018	81973	Bankcard Center	STATEMENT 6280	797.88
04/12/2018	81974	Baxter, Elana	REFUND	40.00
04/12/2018	81975	BCCA	BERRY CREEK BATHROOM PROJECT	87.23
04/12/2018	81976	Ben Toilet Rentals, Inc.	PORTABLE TOILETS	565.10
04/12/2018	81977	Better Deal Exchange	MAINTENACE SUPPLIES	335.17
04/12/2018	81978	Butte County Sheriff's Office	GROUND'S CLEANUP CREW	3,000.00
04/12/2018	81979	Calif. Water Service	Acct 520857777 2/9/18-3/12/18	2,594.25
04/12/2018	81980	Carlson, Allison	REFUND WILDFLOWER CX'D	50.00
04/12/2018	81981	Carter Law Office	LEGAL	7,652.48
04/12/2018	81982	Comcast	Acct# 8155 60 019 0233893	115.91
04/12/2018	81983	COMP	PRE EMPLOYMENT SCREENS	183.00
04/12/2018	81984	CQEL	EARLY EDUCATION CONFERENCE	195.00
04/12/2018	81985	Dawson Oil Company	62765 FUEL	1,452.57
04/12/2018	81986	Del-Mar Rental & Landscape Supply	LANDSCAPE MATERIAL	148.44
04/12/2018	81987	Dept. of Motor Vehicles	ATV GATOR LICE 40HL08	52.00
04/12/2018	81988	DiPietro & Assoc. Inc.	AED ANNUAL SERVICE	150.00
04/12/2018	81989	Eagle Security Systems Inc.	Acct# 221-268 - Qtrly Monitoring	302.25
04/12/2018	81990	Ewing	IRRIGATION SUPPLIES	1,338.46
04/12/2018	81991	Fairhill Backflow	BACKFLOW TEST	360.00
04/12/2018	81992	Feather River Aire	HVAC REPAIR/REPLACE	10,422.00
04/12/2018	81993	Hees, Sue	REFUND WILDFLOWER CX'D	50.00
04/12/2018	81994	Home Depot	HOME DEPOT STATEMENT	777.05
04/12/2018	81995	Intuit	2000 CHECKS	618.82
04/12/2018	81996	J.W. Wood	SINK REPAIR	23.17
04/12/2018	81997	Lake Oroville Area Public Utility Dist.	2921 B Street Sewer Service- MLK Park	99.90
04/12/2018	81998	Limey Tees	HATS/TSHIRTS	312.40
04/12/2018	81999	Malone, Nicholas	REFUND IMPACT FEES	1,106.00
04/12/2018	82000	Oroville Power Equipment	MAINTENACE SUPPLIES	107.21
04/12/2018	82001	Oroville Safe, Lock & Door Co.	NEW LOCKS	168.92
04/12/2018	82002	P.G. & E.	PGE ALL LOCAITONS 2/21/18-3/21/18	6,495.61
04/12/2018	82003	R & B Company	WATER LEAK REPAIR	194.45
04/12/2018	82004	Recology Butte Colusa Counties	TRASH ALL SITES	1,951.74
04/12/2018	82005	Riebes Auto Parts	SPRAYER REPAIRS	21.11
04/12/2018	82006	Sharp's Locksmithing	KEYS	68.53
04/12/2018	82007	South Feather Water & Power	WATER PALERMO	31.00
04/12/2018	82008	Staples	MAR18 STAPLES STATEMENT	495.96
04/12/2018	82009	Sundin Law Offices	HARASSMENT INVESTIGATION	7,821.00
04/12/2018	82010	Sweely, Ed	REFUND WILDFLOWER CX'D	50.00
04/12/2018	82011	Thorton, Stacy	REFUND WILDFLOWER CX'D	40.00
04/12/2018	82012	Tractor Supply Co.	MAR18 STATEMENT	320.11
04/12/2018	82013	TWSD	4-112.01 WATER NELSON	426.28

Feather River Recreation & Park District
Check Register
 April 2018

4:42 PM
 05/10/2018
 Accrual Basis

Date	Num	Name	Memo	Credit
04/12/2018	82014	U.S. Bank Equipment Finance	COPIER LEASE/USAGE	1,096.38
04/12/2018	82015	Vang, Maiyia	REFUND	34.00
04/12/2018	82016	Wal-Mart Community	STATEMENT 1712	853.05
04/12/2018	82017	Murphy, Randy	DOJ REIMBR	68.00
04/12/2018	82018	Ronnie Smith Enterprises	INSTRUCTOR FITNESS	2,232.75
04/12/2018	82019-82079	Payroll	Payroll Items	32,352.14
04/26/2018	82080-82146	Payroll	Payroll Items	33,495.86
04/26/2018	82147	Danner, Eric	CELL PHONE REIMBR	30.00
04/26/2018	82148	Gorman, T.	CELL PHONE REIMBR	30.00
04/26/2018	82149	Gray, Jason	MONTHLY CELL REIMBR	30.00
04/26/2018	82150	Peltzer, Deborah	CELL PHONE REIMBR	30.00
04/26/2018	82151	Ramirez, Zerimar	MONTHLY CELL REIMBR	30.00
04/26/2018	82152	Sinor, Nina	CELL PHONE REIMBR	40.00
04/26/2018	82153	Thompson, Scott	MONTHLY CELL REIMBR	50.00
04/26/2018	82154	Valencia Estela	CELL REIMBR	40.00
04/26/2018	82155	Vang, H.	CELL PHONE REIMBR	30.00
04/26/2018	82156	Vasquez, Sam.	CELL PHONE REIMBR	30.00
04/26/2018	82157	Her, Peter.	DOJ REIMBR	68.00
04/26/2018	82158	Morrison, Caitlyn	REFUND RENTAL	55.00
04/26/2018	82159	Rea, Chris	DOJ REIMBR	20.00
04/26/2018	82160	Turner, Kylie	DOJ REIMBR	110.00
04/26/2018	82161	Wilson, Ryan	DOJ REIMBR	68.00
04/26/2018	82162	Blue Shield of California	4004625 MAY18 PREMIUMS	8,681.10
04/26/2018	82163	Humana Insurance Co.	657103-001 MAY18 PREMIUMS	70.20
04/26/2018	82164	Premier Access	MAY18 PREMIUMS	1,022.30
04/26/2018	82165	Comcast	Acct#8155600190189780 PHONE/INTERENT	344.64
04/26/2018	82166	AT&T - Calnet	PHONE LINES	78.66
04/26/2018	82167	Bankcard Center	STATEMENT 2122	672.82
04/26/2018	82168	Carter Law Office	LEGAL	3,287.48
04/26/2018	82169	Comcast	Acct# 8155 60 019 0233893	125.86
04/26/2018	82170	Ford Motor Credit Dept	LEASE 9423800 F250	887.55
04/26/2018	82171	Hobbs Pest Solutions, Inc.	ACT CENTER PEST CONTROL	75.00
04/26/2018	82172	Mazes Consulting	IT SUPPORT	1,484.23
04/26/2018	82173	SDRMA	INSURANCE ADD TRUCK/PLAYSTRUCTURE	1,040.99
04/26/2018	82174	South Feather Water & Power	WATER PALERMO	39.82
04/26/2018	82175	Stone, Kendall	REFUND	30.00
04/26/2018	82176	Team Slideline	ANNUAL MEMBERSHIP SPORTS APP	599.00
04/26/2018	82177	Verizon Wireless	WIRELESS PHONES 842045253-00001	1.62
04/26/2018	82178	Western Web	ACT GUIDES MAR-AUG18	2,268.34
04/26/2018	82179	Smith, Hope	REFUND OVERPAYMENT	92.00
				<u>161,530.96</u>
Total 1010 - Treasury Cash				<u>161,530.96</u>
TOTAL				<u>161,530.96</u>



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: FEE WAIVER FOR BUTTE COUNTY SHERIFF'S OFFICE EVENT AT NELSON COMPLEX

SUMMARY

Butte County Sheriff Kory Honea has requested a fee waiver for the annual Public Safety-themed Trunk or Treat event to be held at the Nelson Complex on October 31, 2018.

BACKGROUND

The Butte County Sheriff's Office (BCSO) held a Trunk-or-Treat event at their facility for the first time in 2017. The event was to provide a safe place for parents to bring their children to trick or treat, as well as have positive interactions with public safety personnel. Last year's event was a great success and they were overwhelmed with attendees, so much so that they ran out of parking and impacted traffic in the area. BCSO staff members who assisted with the event included personnel from Patrol, Dispatch, Investigations, Corrections, SWAT, Search & Rescue, the Marine Unit and the Air Unit. Other participants include members of the District Attorney's Office, the Oroville Police Department, Butte EMS, CalFire and Butte County Probation. Law enforcement and other public safety vehicles were decorated for Halloween and thousands of pieces of candy were handed out to the many children who attended. Safety information was also provided to the children and their parents. It is estimated that there were between 1200-1500 in attendance, counting all adults and children. Due to the overwhelming success of last year's event and the positive responses from the community members who attended, BCSO decided to sponsor the event again and wishes to partner with the Feather River Recreation and Park District and hold this year's event at the Nelson Complex.

BUDGETARY IMPACT

The potential fees that would otherwise be collected are estimated to be less than \$200.

RECOMMENDATION

Approve the fee waiver.

ALTERNATIVE ACTIONS

N/A

ATTACHMENTS

N/A

Appendix 1a



Request for Co-Sponsorship/Fee Waiver Form

Organization/Group: BUTTE COUNTY SHERIFF'S OFFICE
 Contact Person: KORY HONEA Phone: (530) 538-6759
 Event Name: BUTTE CO. SHERIFF'S - PUBLIC SAFETY TRUNK-OR-TREAT
 Date of Event: 10/31/2018
 Brief Description of Event: PUBLIC SAFETY SPONSORED TRUNK OR TREAT EVENT

Co-Sponsorship Request

Fee Waiver

- Will your event have vendors? Yes No
 If yes, how many vendors? _____ Fee charged to vendors? _____
- Do you plan to receive any money from participants? Yes No
 If yes, how much? _____
- What is your benefit of a co-sponsor and/or discount?
Community Outreach / Increased Public Safety for Kids
- What is FRRPD's benefit of a co-sponsor and/or discount?
Posity PR / Community Outreach
- What are your responsibilities as a co-sponsor?
Host Event / Coordinate Event / Provide Safe Environment
- What are FRRPD's responsibilities as a co-sponsor?
Allow us to hold the event at the facility

Signature: [Handwritten Signature] Date: 5/4/2018

FOR OFFICE USE ONLY

Received By: Megan Snider Date: 5-4-18

 Approved by General Manager

 Date Approved
 _____ % of Fees Waived
 (Up to 50%)

 Approved By Board of Directors

 Date Approved
 _____ % of Fees Waived
 (Up to 50%)



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: LAFCO CALL FOR NOMINATIONS

SUMMARY

Butte Local Agency Formation Commission (LAFCO) has extended an invitation to the District to nominate a replacement to serve on the LAFCO Board.

BACKGROUND

As further described in the attached letter, Butte LAFCO is seeking to replace a Special District Member who resigned. The appointment is to fill out the remainder of the term, through May 31, 2019.

BUDGETARY IMPACT

None

RECOMMENDATION

If the Board desires, please select one Director to fill the LAFCO vacancy. Staff would then submit a letter to LAFCO by the required date and await a decision by LAFCO about whether or not our nominee is appointed.

ALTERNATIVE ACTIONS

Do not nominate a Director and let another Special District be appointed to LAFCO.

ATTACHMENTS

LAFCO Letter dated April 25, 2018



BUTTE LOCAL AGENCY FORMATION COMMISSION

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

TO: Butte County Special Districts
Butte County Special District Association

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

SUBJECT: Election of a Special District *Regular* “Enterprise” Member

DATE: April 25, 2018

The Butte Local Agency Formation Commission is calling for nominations to serve on the Commission for one (1) Special District ***Regular* “Enterprise”** Member. The seat was most recently held by Steven Onken from the Lake Oroville Area Public Utility District. However, Mr. Onken has resigned his position on the Lake Oroville Area Public Utility District's board; therefore, his seat on LAFCO has been vacated mid-term with a remaining term to expire May 31, 2019.

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

Nomination letters must be returned to Stephen Lucas, Executive Officer, Butte Local Agency Formation Commission, 1453 Downer Street, Suite C, Oroville, California 95965 by Friday, **June 29, 2018**, either by U.S. Mail, e-mail or hand delivered. Postmarks of **June 29, 2018** will be accepted. Nomination letters received by LAFCO, or postmarked after the closing date, will not be accepted.

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

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

Attachment



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: SPECIAL DISTRICT REPRESENTATION ON BUTTE COUNTY SUCCESSOR AGENCY

SUMMARY

Butte Local Agency Formation Commission (LAFCO) has extended an invitation to the District to vote for a Special District Representative to the Consolidated Redevelopment Agency (RDA) Oversight Board for Butte County.

BACKGROUND

Butte County Special Districts are allowed a seat on the RDA Oversight Board for Butte County. LAFCO has previously requested each District to nominate a member from its Board to be on the ballot. Only the Recreation Districts from Chico and Paradise submitted a nominee by the deadline and, thus, are the only Districts represented on the ballot. Since LAFCO did not receive a response from a quorum of the 14 Districts eligible to participate in the election, they have extended the deadline to Friday, May 25th.

For this election to be valid, at least a quorum of eight (8) of the fourteen (14) special districts must submit valid ballots. Attached is a memorandum, as originally provided that explains the process, as well as a ballot that includes two nominations. Instructions, are as follows:

1. Votes shall be made by official action of the Districts' Board of Directors.
2. Please vote for only one nominee.
3. Ballots shall be certified by the signature of the Chair, or an alternate District Board Member chosen by the Districts' Board for the purpose of signing the attached ballot AND counter-signed by the Districts' General Manager/Secretary of Board.
4. District ballots shall be returned no later than 4:00 p.m. on Friday, May 25, 2018. Ballots postmarked after the closing date will not be accepted.

BUDGETARY IMPACT

None



RECOMMENDATION

Select one of the two nominees for the Special District Representative to the Consolidated Redevelopment Agency Oversight Board for Butte County and authorize the Chair to sign the ballot.

ALTERNATIVE ACTIONS

None

ATTACHMENTS

1. LAFCO Letter dated February 7, 2018
2. Ballot



BUTTE LOCAL AGENCY FORMATION COMMISSION

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

TO: **General Managers of Independent Special Districts in Butte County**
FROM: Stephen Lucas, Executive Officer
DATE: **February 7, 2018**
SUBJECT: **Appointments to Consolidated Redevelopment Agency Oversight Board for Butte County**

Dear District Manager and Board Chair:

This letter is being sent to you as an invitation to your district to nominate a member of your board of directors for the position of ***Special District Representative to the Consolidated Redevelopment Agency Oversight Board for Butte County***. The letter describes the process of selecting the special district representative.

Reason for Nomination

In 2011, the State of California dissolved redevelopment agencies throughout the state and created some 400 redevelopment agency (RDA) oversight boards as successor agencies. In 2015, Senate Bill 107 further directed that these oversight boards be consolidated into a single consolidated redevelopment oversight board in each county. The new Consolidated Redevelopment Oversight Board for Butte County will oversee the dissolutions of the redevelopment agencies in Butte County to include the disbursement of certain cash assets of the former redevelopment agencies to the county, cities, school districts, and special districts that share in the general 1% property tax. The independent special districts get a seat on that Board to help assure that the proper distributions are made.

Up to seven members are allowed on each countywide RDA oversight board, one of whom may be a member appointed by the independent special district selection committee (ISDSC). The ISDSCs, where they exist, are comprised of the presiding officer, or his or her designee, of every independent special district under the “umbrella” of the local agency formation commission (LAFCO). Pursuant to state law guiding LAFCOs, the Committee meets to appoint special district representatives to serve on LAFCOs. Although Butte LAFCO has had special district representation since 1979, in 2004 the Butte County Special Districts Association (BCSDA) which functioned as the ISDSC, requested LAFCO repeal the Special District Rules and Regulations and requested the LAFCO Executive Officer manage all elections that would otherwise be conducted by ISDSC.

Selection of Special District Representative

When no ISDSC exists or when it is not feasible for the ISDSC to meet, state law authorizes the LAFCO Executive Officer to manage the business of the Committee. State law allows provision of ballot materials from LAFCO and response from a district by electronic mail, with the prior concurrence of the presiding officer of the district or his or her alternate as designated by the governing body. In Butte County, typically the process is conducted by email whenever feasible. That format will be continued for

selection of the independent special districts representative to the Consolidated Redevelopment Agency Oversight Board for Butte County.

Eligible Districts

Although 41 independent special districts operate in the County pursuant to the LAFCO law, the California Health and Safety Code [Section 34179(j)(3)] limits eligibility on the Countywide RDA oversight board to those special districts that have territory in the jurisdiction of a former RDA and are eligible to receive property tax revenues pursuant to Health & Safety Code Section 34188.

The Butte County Auditor-Controller-Treasurer-Tax Collector has provided a list of districts that receive the RPTTF funds; these include:

DRAINAGE DISTRICT 1	CHICO AREA RECREATION AND PARK
RECLAMATION #833	PARADISE PARK & RECREATION
OROVILLE MOSQUITO ABATEMENT	FEATHER RIVER PARK & RECREATION
PARADISE CEMETERY	SOUTH FEATHER WATER & POWER
GRIDLEY-BIGGS CEMETERY	PARADISE IRRIGATION
OROVILLE CEMETERY	RECLAMATION #2056
BUTTE MOSQUITO ABATEMENT	LAKE OROVILLE AREA PUD

Only these districts may nominate and vote for the special district representative to the Countywide RDA.

Process to Select Special District Representative to County RDA Oversight Board

The process will consist of nomination and election periods. The districts listed above must choose the RDA special district representative **prior to July 1, 2018**. If that does not occur, based on the 2011 law, the Governor will make the appointment on behalf of independent special districts.

Nominations

- Boards of directors of the above-listed districts may nominate any board member as a candidate for the RDA oversight board special district representative position.
- At this time, a formal ballot is not required. A written nomination letter will be sufficient if it provides the name of your nominee and the District Board on which he or she serves. The nomination must be made by an **official action of your Board of Directors and signed by the appropriate Officer of the Board.**
- Nomination letters must be returned to Stephen Lucas, Executive Officer, Butte Local Agency Formation Commission, 1453 Downer Street, Suite C, Oroville, California 95965 by **Friday, March 9, 2018**, either by U.S. Mail, e-mail or hand delivered. Postmarks of March 10, 2017 will be accepted. Nomination letters received by LAFCO, or postmarked after the closing date, will not be accepted.
- If you do not have a District Board meeting scheduled within this time frame and would like to make a nomination, you will have to schedule a special Board meeting.

Elections

- After the close of the nomination period, Butte LAFCO will determine if a formal election is required if more than one nominee is submitted. If only a single nominee is submitted, that person will be declared the RDA oversight board special district representative and no further action is necessary.
- If multiple nominees are submitted, a mailed ballot will be provided to each district eligible to vote for the special district RDA oversight board representative.
- For the election to be valid, at least a quorum (8) of the (14) special districts listed above must submit valid ballots. The candidate receiving the most votes will be deemed elected as the RDA oversight board special district representative.

Schedule

The following table shows the schedule for the mail ballot nomination and election process:

Wednesday	February 7, 2018	Start of 30 Day Nomination Period (Letter Sent to the 14 Eligible Special Districts)
Friday	March 9, 2018	End of Nomination Period (Butte LAFCO Must Receive Nomination by 5:00 p.m.)
Monday	March 12, 2018	Start of Voting Period <i>(if necessary*)</i> (Ballots Mailed to the 14 Eligible Districts)
Tuesday	April 10, 2018	End of Voting Period (Butte LAFCO must receive ballots by 5:00 p.m.)
TBD		Ballots Counted
TBD		Results Announced; Districts Notified

*If more than one candidate is nominated

Butte LAFCO encourages your district to consider and submit a nomination for the special district representative to the Butte County RDA oversight board **before March 9, 2018**. If you have any questions about the position or the process, please contact Butte LAFCO staff at (530) 538-7784. You may also direct questions to the Maria Solis of the Butte County Auditor's Office at 530-552-3616/msolis@buttecounty.net or Heather MacDonald of the Butte County Administrative Office at 530-552-3337/hmacdonald@buttecounty.net.

Sincerely,

Steve Lucas

Stephen Lucas
Executive Officer

cc: LAFCO
Butte County Auditor
Butte County Administration



BUTTE LOCAL AGENCY FORMATION COMMISSION

1453 Downer Street, Suite C

Oroville, CA 95965

(530) 538-7784

ELECTION BALLOT

Special District Representative Consolidated Redevelopment Agency Oversight Board for Butte County

There are two (2) nominations for the Special District Representative to the Consolidated Redevelopment Agency Oversight Board for Butte County. Please vote for one nominee by marking the corresponding box.

- Bob Malowney - Chico Area Recreation & Park District
- Al McGreehan - Paradise Area Recreation & Park District

Certification of Ballot

District Board Chair or Designee

District Manager/Secretary of the Board

Name of District

Date



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: BERRY CREEK RESTROOM PROJECT- ADDITIONAL FUNDING REQUEST

SUMMARY

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

BACKGROUND

The Board previously approved a \$26K allocation, utilizing Impact Public Use fees, to the Berry Creek Community Association (BCCA) to build a restroom at Berry Creek Park. As of 4/30/18, \$25,331 has been expended. BCCA is requesting an additional \$8K funding to complete the project.

BUDGETARY IMPACT

This project will be over the budgeted allocation by approximately \$8K. It is anticipated that the additional funds, if approved, will come from Impact Fees – Public Use, with the remainder from General Fund.

RECOMMENDATION

Approve an additional amount of funds not-to-exceed \$8K allocation in order to complete the Berry Creek Restroom Project and authorize the Business Manager to make the necessary budget adjustments.

ALTERNATIVE ACTIONS

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

ATTACHMENTS

BCCA memo dated May 10, 2018

May 10, 2018

Hello Randy,

Please see our outline requesting additional funds for the Berry Creek Park Restroom facility.

Berry Creek is 95916 according to the County General Plan and County Admin. FRRPD receives well over \$100,000.00 in property taxes plus impact fees and BAD taxes.

Former GM, Ann Willman, proposed to spend \$80,000.00 for a pre-cast concrete restroom for the park. Site prep, sewage connections, electrical, and water were not included.

The Berry Creek Community Association expecting help from the District, said no to the \$80,000.00. The BCCA's idea was for the District to only pay for construction materials and that BCCA retired contractors would volunteer all labor and some materials. The BCCA also took care of the architect, which ended up with County requiring 5 new drawings. The BCCA also upgraded the leach field as per the County.

FRRPD resolved to grant \$26,000.00 of allocated monies to be paid as reimbursement for receipts of materials presented.

The building is nearing completion with only a final inspection from the County and then we are done.

EXCEPT: Although the building is under budget, enter the County.

The County's additional ADA requirements include, increasing length of the building by two (2) feet, increasing width of sidewalks around building providing sidewalk from building to house trailer, installation of stripping and signage at house trailer's existing slab.

County Building Dept. Permit Fees: \$8,000.00 PAID

Cost break down:

Fairbanks quote: -- \$1,650.00

2 Foot added length of Bldg,(approx.) --

Widening of sidewalks, (approx.)

83 foot of sidewalk to house trailer, (approx.)

We are requesting an allocated amount not to exceed \$8,000.00.

Thank you for your consideration,

Loren Gill, Chair BBCA

Date	Num	Source Name	Memo	Amount	Balance
1447 - CIP Berry Creek Bathroom BC99					0.00
07/25/2016	SEPTIC	Haling & Associates	SEPTIC SYSTEM REPORT	750.00	750.00
07/27/2016	COUNTY P3570	Schwind, Kim	BERRY CREEK MINOR USE PERMIT BUTTE COUNTY P3570 IMPACT FEES	316.00	1,066.00
08/03/2016	P3579	Schwind, Kim	BUTTE COUNTY PERMIT UP16-0003 IMPACT FEES	3,322.44	4,388.44
04/18/2017	3077714 PERMIT	Gill, Loren	BUTTE COUNTY PERMIT BATHROOM BERRY CREEK IMPACT PUBLIC USE	1,740.67	6,129.11
11/14/2017	1031791	BCCA	ENERGY CALCULATIONS PARK BATHROOMS- GARY HAWKINS ARCHITECH	90.00	6,219.11
11/14/2017	B020823	Gill, Loren	BUTTE COUNTY PERMIT BATHROOMS BER CREEK B020823	1,756.92	7,976.03
11/14/2017	P4344	Gill, Loren	BUTTE COUNTY PERMIT BER CREEK BATHROOM P4344 UP16-0003	1,493.89	9,469.92
12/02/2017	BATHROOM PROJECT	Gill, Loren	HOME DEPOT RECEIPT PARTS/SUPPLIES BATHROOM BCREEK	180.80	9,650.72
12/02/2017	BATHROOM PROJECT	Gill, Loren	AMERICAN PACIFIC PARTS/SUPPLIES BATHROOM BCREEK	3,713.95	13,364.67
12/04/2017	BCREEK BATHROOM	Schwind, Norman	HOME DEPOT SUPPLIES BATHROOM BCREEK	241.58	13,606.25
12/04/2017	BCREEK BATHROOM	Schwind, Norman	DELMART LANDSCAPE BOBCAT RENTAL, DIRT	341.26	13,947.51
12/08/2017	008445 HOME DEPOT	Gill, Loren	PARTS, SUPPLIES HOME DEPOT BERRY CREEK BATHROOM	144.82	14,092.33
12/31/2017	BATHROOM PROJECT	Gill, Loren	TIM'S DOOR SHOP REIMBR INVOICE 11880 DOORS, FRAMES, HARDWARE BERRY CREEK BATHROOM PROJECT	2,446.65	16,538.98
12/31/2017	BATHROOM PROJECT	BCCA	HOME DEPOT, DELMAR LANDSCAPE, PAYLESS BUILDING SUPPLY, BUTTE COUNTY, AMERICAN PACIFIC PLUMBING	3,829.13	20,368.11
01/24/2018	BERRY CREEK BATHROOM	BCCA	MATHEWS READYMIX 1/15/18	1,153.19	21,521.30
01/24/2018	BERRY CREEK BATHROOM	BCCA	HOME DEPOT 12/5/17 \$240.36, 12/21/17 \$83.08, 12/28/17 \$27.77, 11/30/17 \$189.69	540.90	22,062.20
02/07/2018	BATHROOM PROJECT	BCCA	PAYLESS BUILDING SUPPLY LUMBER	677.97	22,740.17
02/07/2018	BATHROOM PROJECT	BCCA	DEL MAR LANDSCAPING	81.40	22,821.57
02/07/2018	BATHROOM PROJECT	BCCA	HOME DEPOT 12/20/17	15.28	22,836.85
02/07/2018	BATHROOM PROJECT	BCCA	BUTTE COUNTY 12/13/17	145.18	22,982.03
02/07/2018	BATHROOM PROJECT	BCCA	HOME DEPOT 12/13/17	36.78	23,018.81
02/07/2018	BATHROOM PROJECT	BCCA	HOME DEPOT 12/5/17	4.95	23,023.76
02/16/2018	BC BATHROOM	BCCA	PAYLESS BLDG SUPPLY 2/12/18	556.62	23,580.38
02/16/2018	BC BATHROOM	BCCA	HOME DEPOT 2/13/18	92.16	23,672.54
02/16/2018	BC BATHROOM	BCCA	PAYLESS BLDG SUPPLY 2/20/18	794.07	24,466.61
02/16/2018	BC BATHROOM	BCCA	HOME DEPOT 2/18/18	5.41	24,472.02
03/21/2018	BERRY CREEK BATHROOM	BCCA	HOME DEPOT 2/25/18	206.11	24,678.13
03/21/2018	BERRY CREEK BATHROOM	BCCA	BETTER DEAL ACE 12/17/17	6.83	24,684.96
03/21/2018	BERRY CREEK BATHROOM	BCCA	HOME DEPOT 3/2/18	44.05	24,729.01
03/21/2018	BERRY CREEK BATHROOM	BCCA	HOME DEPOT 3/1/18	335.12	25,064.13
03/21/2018	BERRY CREEK BATHROOM	BCCA	HOME DEPOT 2/26/18	359.28	25,423.41
03/21/2018	BERRY CREEK BATHROOM	BCCA	RETURN SUPPLIES TO HOME DEPOT 3/1/18	-174.48	25,248.93
03/21/2018	BERRY CREEK BATHROOM	BCCA	PAID HOME DEPOT INVOICE TWICE ON 3/1/18 CHECK TO BCCA	-5.41	25,243.52
03/28/2018	BERRY CREEK BATHROOM	BCCA	HOME DEPOT 3/22/18	71.14	25,314.66
03/28/2018	BERRY CREEK BATHROOM	BCCA	INSIDE OUT DESIGNS 3/27/18 10010157	16.09	25,330.75
Total 1447 - CIP Berry Creek Bathroom BC99				25,330.75	25,330.75



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: REQUEST FOR DIRECTION REGARDING WORKERS' COMPENSATION COVERAGE FOR BOARD OF DIRECTORS AND OTHER REGULAR VOLUNTEERS

SUMMARY

Staff request for direction regarding providing workers' compensation coverage for the Board and other regular District volunteers.

BACKGROUND

On November 30, 2017, Special Districts Risk Management Authority (SDRMA) mailed a notice to all members advising they would need to pass a new Resolution if they would like to continue coverage of their Governing Body Members and/or volunteers.

SDRMA has recently discovered that our District has not yet responded to their request. Without the new Resolution, Board members will not be covered for workers' compensation as of July 1, 2018. The District does not currently provide workers' comp coverage for its volunteers.

BUDGETARY IMPACT

Providing coverage for the Board will have no financial impact. Providing coverage for regular volunteers will cost the District \$1.81 per \$100 salary equivalent (1.81%).

RECOMMENDATION

Authorize the Chair to sign the Resolution keeping the existing coverage in place. The potential District is minimal at best because regular volunteers sign a waiver that should protect the District from most liability claims.

ALTERNATIVE ACTIONS

Authorize the Chair to sign the Resolution to cover the Board and all volunteers. This is not recommended due to the increased workload in reporting the volunteer hours and calculating the salary equivalents as well as the increased cost.



ATTACHMENTS

Resolution No. 1385-18



RESOLUTION NO. 1385-18

A RESOLUTION DECLARING THAT SELECT VOLUNTEERS SHALL BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE SOLE PURPOSE OF PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN INDIVIDUALS WHILE PROVIDING THEIR SERVICES

WHEREAS, the Feather River Recreation and Park District utilizes the services of its Board of Directors and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- All Members of the Board of Directors of the Feather River Recreation and Park District as presently or hereafter constituted;
- All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses;
- Individuals on Work-study programs;
- Interns;
- Other Volunteers; and/or
- _____

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Feather River Recreation and Park District hereby declares that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Board Member and other designated individuals be deemed to be employees of the Feather River Recreation and Park District for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the Feather River Recreation and Park District for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Board Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the Feather River Recreation and Park District.



PASSED AND ADOPTED, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of May 2018 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____
Victoria Smith, Chairperson

Randy Murphy, General Manager



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: BANK OF THE WEST CREDIT CARD LIMITS

SUMMARY

Staff request to extend the credit limit on District credit cards.

BACKGROUND

Currently, FRRPD has four credit cards with Bank of the West. Two cards have a \$5K limit, one for general use and one for GM use, and two other cards have a \$2,500 limit, one for Maintenance and one for the Preschool. These cards are used to purchase goods online, pay for conferences and other travel expenses, purchase groceries for the preschool, and buy other local goods and services. Use of District-funded credit cards eliminates the need to reimburse staff for purchases made on their own cards and reduces the need to maintain large amounts of petty cash. Due to timing of FRRPD paying invoices, no online access to the statements, there are times the cards hit the max credit limit and staff has to wait to make a purchase until a payment can be made on the credit card. At this time, staff is requesting to double the credit limit for each of the four credit cards in order to facilitate better efficiencies related to purchasing the goods and services required in order to best serve our clients. Please note that staff is not requesting an increase to the individual purchasing power, just the arbitrary credit limit.

BUDGETARY IMPACT

None

RECOMMENDATION

Increase credit card limits to double the credit limit for each of the District's four credit cards.

ALTERNATIVE ACTIONS

N/A

ATTACHMENTS

N/A



STAFF REPORT

DATE: MAY 22, 2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: RECONSIDERATION OF COMMITTEE APPOINTMENTS

SUMMARY

Staff request to reconsider committee appointments.

BACKGROUND

On April 10, the Board announced the vacancy created by the resignation of Don Noble. The Board also considered filling the vacancies on which he served. The Board opted to utilize Chair Smith's status as SBF alternate and directed staff to bring the matter back once the Board vacancy was filled. Now that Director Rocchi has been appointed, staff requests that the Board reconsider all Committee appointments. The current appointments are as follows:

Committee	Appointee 1	Appointee 2	Alternate(s)
Finance	Smith	Carter	
Park & Facilities	Emberland	Fowler	
Recreation	Carter	VACANT	
Personnel, Policies & Procedures	Smith	Fowler	
Supplemental Benefits Fund (SBF)	Emberland	VACANT	Smith Carter Fowler
Successor Agency to the RDA	Smith		Carter
Benefit Assessment District (BAD)	Dave Pittman Roger Soudan	Mark Grover Trudy MacPhee VACANT	

BUDGETARY IMPACT

None



RECOMMENDATION

Reconsider appointments for all standing committees.

ALTERNATIVE ACTIONS

N/A

ATTACHMENT

None



STAFF REPORT

DATE: 5/22/2018

TO: BOARD OF DIRECTORS

FROM: RANDY MURPHY, GENERAL MANAGER

RE: APPROVE A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2018-19, PRELIMINARILY APPROVING ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF PUBLIC HEARING FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT

SUMMARY

Staff request to for the Board to increase the BAD assessment by the 2017 Consumer Price Index (CPI) of 2.94% and set the date of the public hearing.

BACKGROUND

As further described in the attached Resolution, the residents of the Feather River Recreation and Park District approved the formation of a Benefit Assessment District (BAD) in 2002. The approval included language that allowed the District to increase the annual assessment by CPI without the need of an additional ballot proceeding.

BUDGETARY IMPACT

The proposed increase to this Assessment would raise the single family equivalent in Zone A \$0.42 (from \$14.03 to \$14.45) and \$0.21 in Zone B (from \$7.01 to \$7.22). The total impact would increase the budgeted BAD revenues a total of approximately \$10K, to just over \$280K. Please note that the Preliminary 2018/19 District Budget that was approved by the Board on April 10 assumed a 3% increase to the BAD assessment. Please further note that the aforementioned Preliminary Budget was balanced with less than a \$5K surplus of revenues over expenses.

Staff respectfully reminds the Board that the purpose of the CPI increase is to keep up with inflation and maintain the purchasing power of the original assessment. While some previous Boards have supported the increase, others have decided against it. Consequently, the District has already lost ground. With the unfunded backlog of maintenance and related improvements to District properties and other assets, staff believes it prudent to increase the BAD assessment now and for the foreseeable future. Additionally, when considered with the combined impact of the various disasters around the globe (including our own Spillway Incident) on construction



costs over the past year or so, (staff has seen some industry estimates of almost 20%), it would unwise to not approve this modest increase.

Previously approved projects include:

- Fence at Bedrock Skate Park
- ADA upgrades to multiple parks and facilities
- Repairs to various parking lots
- Replacement of outdated playground equipment
- Other ongoing park and facility maintenance
- Baseball and Softball complex upgrades and improvements

RECOMMENDATION

1. Approve the recommended increase; and,
2. Set a Public Hearing to be held on June 26th, 2018 at 5:30 p.m. to consider ordering of the improvements and the continuation of the assessments for fiscal year 2018-19.

ALTERNATIVE ACTIONS

None

ATTACHMENTS

1. Resolution 1386-18
2. Draft Engineer's Report



RESOLUTION NO. 1386-18

**A RESOLUTION OF INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2018-19,
PRELIMINARILY APPROVING ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF PUBLIC
HEARING FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT
OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

WHEREAS, on July 24th, 2002, after receiving a weighted majority of 50.4% of ballots in support of the proposed assessment, this Board ordered the formation of and levied the first assessment within the Feather River Recreation and Park District (the "District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof); 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, by Resolution No. 1377-18, the Board ordered the preparation of an Engineer's Report for the Continuation of the Park Maintenance and Recreation Improvement District ("Assessment District") of the Feather River Recreation and Park District for fiscal year 2018-19; and

WHEREAS, pursuant to said Resolution, the Engineer's Report was prepared by SCI Consulting Group, Engineer of Work, in accordance with 22565, et seq., of the Streets and Highways Code (the "Report") and Article XIID of the California Constitution; The Report has been made, filed with the Secretary to the Board and duly considered by the Board and is hereby deemed sufficient and preliminarily approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under and pursuant to the foregoing resolution.



NOW, THEREFORE BE IT RESOLVED by the Board of the Feather River Recreation and Park District, (the “Board”), State of California, that it is the intention of this Board to continue and to collect assessments within the District for fiscal year 2018-19.

BE IT FURTHER RESOLVED that 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.

BE IT FURTHER RESOLVED that 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 be continued 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.

BE IT FURTHER RESOLVED that Based on the preceding annual adjustments, the maximum assessment rate for Fiscal Year 2017-18 was \$14.03 per single family equivalent benefit unit for Zone of Benefit A and \$7.01 per single family equivalent benefit unit for Zone of Benefit B. The annual change in the CPI from December 2016 to December 2017 was 2.94%. Therefore, the maximum authorized assessment rate for Fiscal Year 2018-19 has been increased by the allowable maximum increase of 2.94% from \$14.03 to \$14.45 per single family equivalent benefit unit for Zone of Benefit A and from \$7.01 to \$7.23 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 2018-19 at the rate of \$14.44 per single family equivalent benefit unit for Zone of Benefit A, which is less than the maximum allowable rate and \$7.22 per single family equivalent benefit unit for Zone of Benefit B, which is also less than the maximum allowable rate.

BE IT FURTHER RESOLVED, by the Governing Board of the Feather River Recreation and Park District that a Public Hearing shall be held to consider the ordering of the improvements and the continuation of the assessments for fiscal year 2018-19 on June 26th, 2018 at 5:30 p.m. or as soon after as practical thereafter, at the Feather River Recreation and Park District Office, 1875 Feather River Blvd., Oroville, CA 95965.



PASSED AND ADOPTED, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 22nd day of May 2018 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____
Victoria Smith, Chairperson

Randy Murphy, General Manager



FEATHER RIVER RECREATION AND PARK DISTRICT

PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT

ENGINEER'S REPORT

FISCAL YEAR 2018-19

MAY 2018

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

ENGINEER OF WORK:
SCIConsultingGroup
4745 MANGELS BLVD.
FAIRFIELD, CALIFORNIA 94534
PHONE 707.430.4300
FAX 707.430.4319
WWW.SCI-CG.COM

FEATHER RIVER RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

Victoria Smith, Chairperson
Gary Emberland, Vice Chairperson
Scott Kent Fowler, Director
Steven Rocchi, Director
Marcia Carter, Director

GENERAL MANAGER

Randy Murphy

BUSINESS MANAGER

Deborah Peltzer

DISTRICT LEGAL COUNSEL

Jeff Carter

ENGINEER OF WORK

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

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INTRODUCTION

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 2018-19 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 26, 2018. At this hearing, the Board will consider approval of a resolution confirming the continuation of the assessments for fiscal year 2018-19. If so confirmed and approved, the assessments will be submitted to the County Auditor for inclusion on the property tax rolls for fiscal year 2018-19.

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 4th 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 1st 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 4th 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

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 2018-19 ESTIMATE OF COST AND BUDGET

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.

Final Level of Improvements	=	Baseline Level of Improvements	+	Enhanced Level of Improvements
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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 2018-19 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 2018-19

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 2018-19, if the proposed assessments are continued by the Park District Board.

FIGURE 1 – ESTIMATE OF COST, FISCAL YEAR 2018-19

		Total Budget	
Beginning Fund Balance		\$54,381	
Park & Recreation Expenses (Installation, Maintenance & Servicing)			
General Maintenance & Operations ¹			
Fuel		\$21,500	
Insurance		\$20,000	
Other Outside Labor		\$34,000	
Contract Janitorial		\$69,900	
Repairs and Maintenance parts and supplies		\$368,964	
Repairs and Maintenance Payroll		\$548,070	
Telephone		\$4,500	
Utilities (includes irrigation water)		\$201,396	
Subtotal: General Maintenance and Operations		\$1,268,330	
Palermo Park / Pool: ADA retrofit restrooms			
		\$50,000	
Gravel to Palermo Parking Lots		\$8,000	
Subtotal: Capital Improvements		\$58,000	
Total Costs		\$1,326,330	
Total Benefit of Improvements			
		\$1,326,330	
Single Family Equivelant Units (SFE)		19,452.56	
Benefit Received per Unit		\$68.18	
Less:			
District Contribution ²		(1,061,465)	
Net Cost of Installation, Maintenance and Servicing		\$264,865	
Incidental Costs			
Collection and Administration		5,463	
Allowence for Contingencies ³		10,000	
Less:			
Beginning Fund Balance and Fund Income		(54,381)	
Total Park Maintenance and Recreation Improvement District Budget		\$280,329	
(Net Amount to be Assessed)			
Budget Allocation to Property			
		SFE	
Zone	Total Budget *	SFE Units	Rate per Unit
Zone	\$279,764.48	19,374.43	\$14.44
Zone	\$564.27	78.13	\$7.22
Totals	\$280,328.75	19,452.56	
* All assessments are rounded to lower 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 \$14,000 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, 2019), 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

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:

Total Benefit	=	General Benefit	+	Special Benefit
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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 District¹. 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.²

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

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

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 \$1,341,793. Of this total budget amount, the Park District will contribute \$1,061,465 from sources other than the assessments for park maintenance and operation. This contribution by the Park District equates to approximately 79.1% of the total

¹ . 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.

² . 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.³

³ 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.

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.⁴ 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.

⁴ (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 ¹</i>	<i>SFE Units per 1/2 Acre ²</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

WHEREAS, on February 27, 2018 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 XIIIID 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 2018-19 is generally as follows in Figure 2 below.

FIGURE 2 – SUMMARY COST ESTIMATE

	<i>F. Y. 2018-19 Budget</i>
Park Maintenance & Operation	\$1,268,330
Capital Improvements	\$58,000
Incidental Expenses	\$15,463
TOTAL BUDGET	\$1,341,793
Less:	
District Contribution	(\$1,061,465)
NET AMOUNT TO ASSESSMENTS	\$280,329

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 2017-18 was \$14.03 per single family equivalent benefit unit for Zone of Benefit A and \$7.01 per single family equivalent benefit unit for Zone of Benefit B. The annual change in the CPI from December 2016 to December 2017 was 2.94%. Therefore, the maximum authorized assessment rate for Fiscal Year 2018-19 has been increased by the allowable maximum increase of 2.94% from \$14.03 to \$14.45 per single family equivalent benefit unit for Zone of Benefit A and from \$7.01 to \$7.23 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 2018-19 at the rate of \$14.44 per single family equivalent benefit unit for Zone of Benefit A, which is less than the maximum allowable rate and \$7.22 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 2018-19. 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 2018-19 for each parcel or lot of land within the Improvement District.

Dated: May 16, 2018



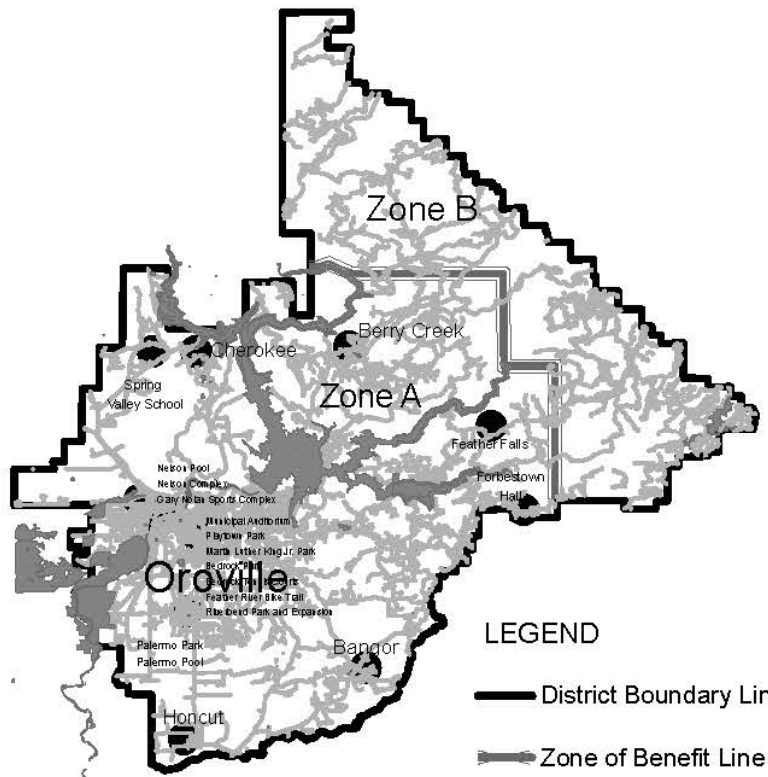
Engineer of Work
By
John W. Bliss, License No. C52091

APPENDICES

Appendix A – Assessment Diagram
Appendix B – Assessment Roll, FY 2018-19

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 2018-19, and are incorporated herein by reference, and made a part of this Diagram and this Report.



LEGEND
 — District Boundary Line
 — Zone of Benefit Line

FILED IN THE OFFICE OF THE DISTRICT MANAGER OF THE FEATHER RIVER RECREATION AND PARK DISTRICT, COUNTY OF BUTTE, CALIFORNIA, THIS _____ DAY OF _____, 20____.

 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 __ TH DAY OF _____, 20____.

FOR THE FISCAL YEAR 20____-____ 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 _____, 20____. 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 2018-19

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.