

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

**DISTRICT BOARD MEETING**  
Regular Board Meeting  
July 25, 2017

*Location: FRRPD Conference Room*

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

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

**1. CALL MEETING TO ORDER** Time: \_\_\_\_\_

**2. ROLL CALL**  
Chairperson Victoria Smith \_\_\_\_\_  
Vice Chairman Gary Emberland \_\_\_\_\_  
Director Scott Kent Fowler \_\_\_\_\_  
Director Marcia Carter \_\_\_\_\_  
Director Don Noble \_\_\_\_\_

**3. PLEDGE OF ALLEGIANCE**

**4. ADJOURNMENT TO CLOSED SESSION**  
**A. Public Employee Evaluation**  
*Government Code Section 5495: General Manager*

**5. ANNOUNCEMENTS FROM CLOSED SESSION**

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

**7. ACKNOWLEDGEMENTS**  
A. Berry Creek Park Cleanup: June 8<sup>th</sup> by Berry Creek Community Churches  
B. Nelson Complex Cleanup: June 15<sup>th</sup> by Butte County Probation

**8. CONSENT AGENDA**

- 1. Review and approve June 20, 2017 Special Board Meeting Minutes (*Appendix A*)
- 2. Review and approve June 27, 2017 Regular Board Meeting Minutes (*Appendix B*)
- 3. Review and approve July 3, 2017 Special Board Meeting Minutes (*Appendix C*)
- 4. Review and approve July 20, 2017 Special Board Meeting Minutes (*Appendix D*)

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

**10. REGULAR AGENDA**

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

**1. Review and prioritize 2017-18 District projects and provide staff direction**  
(*Appendix E*)

*Requested Action: prioritize list*

**VOTE**

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

**2. Review and renew the annual Do It Leisure Agreement and contribution for 2017-18**  
(*Appendix F*)

*Requested Action: renew agreement and contribution*

**VOTE**

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

**3. RESOLUTION NO. 1359-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2017–2018**  
(*Appendix G*)

*Requested Action: adopt resolution*

**VOTE**

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

**4. RESOLUTION NO. 1360-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AUTHORIZING THE GENERAL MANAGER TO PAY RIVERBEND PARK RESTORATION INVOICES DIRECTLY FROM THE BANK OF THE WEST IMPROVEMENT PROJECT FUND**  
(*Appendix H*)

*Requested Action: adopt resolution*

**VOTE**

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

**5. RESOLUTION NO. 1361-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$175,000 FROM THE MERCHANT CREDIT CARD ACCOUNT: BANK OF THE WEST TO THE GENERAL FUND ACCOUNT 2600 (Appendix I)**

*Requested Action: adopt resolution*

**VOTE**

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

**6. RESOLUTION NO. 1362-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$261,517 FROM COUNTY ACCOUNTS: BENEFIT ASSESSMENT FUND 2610 TO THE GENERAL FUND ACCOUNT 2600 (Appendix J)**

*Requested Action: adopt resolution*

**VOTE**

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

**11. NON-ACTION ITEMS**

**A. Financials – June 2017 Committee Update (Appendix K)**

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

*The following committees met: Finance, SBF*

**13. CORRESPONDENCE**

**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**

Special Board Meeting

**June 20, 2017**

**Location: FRRPD Board Room**

**1875 Feather River Blvd.**

**Open Session 10:00AM**

**DRAFT Minutes**

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

**Vice Chairman Emberland called the meeting to order at 10:04am.**

**In attendance:**

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

**The pledge of allegiance was performed.**

**PUBLIC COMMENT**

A member of the public and Benefit Assessment District (BAD) Committee thanked the District for their hard work in the restoration process of Riverbend Park and offered her support.

**REGULAR AGENDA**

**1. Review Foam Pit Project submitted bids**

General Manager Ramage provided a Staff report and presented two Foam Pit Project bids that were submitted to the District.

**The Board of Directors** reviewed the bids and discussed the scope of work to be performed.

Director Noble noted that both bids came in at a lower cost than anticipated. Director Flower highlighted that some items of the project are to be donated. He questioned where the donations were coming from and requested that the donations promised be documented in writing. Gymnastics Supervisor Carter clarified that multiple donors have confirmed their donations and that he would get the donations in writing. A member of the public questioned how the Foam Pit would benefit the community. Gymnastics Supervisor Carter clarified that the main purpose of the pit is participant and instructor safety. He noted that the pit will be utilized by many different groups and will add more programs such as gymnastics and cheerleading clinics. Vice Chairman Emberland questioned whether or not the construction of the pit would interrupt



current program operations. Gymnastics Supervisor Carter confirmed that only Gym Birthday Parties would be interrupted and that they are seldom during the summer months. Director Fowler asked General Manager Ramage if the impact fees to be used for the Foam Pit Project would've been used for other projects. General Manager Ramage noted that \$26k of the impact fees are reserved for the Berry Creek Restroom Project and the rest of the impact fees were being considered to be used in parks that don't currently offer reserve able spaces such as birthday rings. She noted that there are no committed projects for the additional funds. She also mentioned that she received confirmation from SCI Consulting Group confirming that the Foam Pit Project is a proper use of Public Impact Fees. Director Fowler asked if the District should anticipate the project costing more than quoted. General Manager Ramage answered that the awarded contractor would need to present a change order request if the cost of the project increases.

Director Noble moved to award the Foam Pit Project to Rock Creek Construction and utilize Public Use Impact Fees to pay for the remaining project cost.  
Director Carter seconded the motion.

**\*THE MOTION TO AWARD THE FOAM PIT PROJECT TO ROCK CREEK CONSTRUCTION AND UTILIZE PUBLIC USE IMPACT FEES TO PAY FOR THE REMAINING PROJECT COST WAS APPROVED BY 3-1-1 VOTE (CHAIRPERSON SMITH ABSENT, DIRECTOR FOWLER ABSTAINED).**

## NON ACTION ITEM

### A. RIVERBEND PARK UPDATE

General Manager Ramage presented a summary timeline to date of the Riverbend Park restoration process. She also gave an update to the Board about an initial cleanup of the site with volunteer efforts from multiple lead agencies to take place on June 23, 2017. The cleanup will be focused on fire prevention, remove hazardous items and debris removal. The goal of the cleanup is to get some areas of the park open for limited use. She reminded the Board that there will still be areas of the Park that will not be visually pleasing, noting the irrigation system begin down.

**Chairperson Smith entered the meeting at 10:30am.**

Shawn Rohrbacker with Melton Design Group provided a presentation summarizing the damage assessment, phases and the preliminary restoration plans of Riverbend Park. Updated items discussed were:

1. Flood Damage Review, areas impacted: Riverbend Park, Bedrock Tennis Courts, Bedrock Skate/Bike Park and Palermo Park.
2. Restoration Schedule: Cleanup, partial park opening, repairs, and renovation/improvements to be completed.
3. Feather River Recreation and Park District Board or Directors and public input.

**The meeting was adjourned at 11:35am.**

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

**DISTRICT BOARD MEETING**  
Regular Board Meeting  
**June 27, 2017**

*Location: FRRPD Conference Room*

**DRAFT Minutes**

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

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

**Chairperson Smith called the meeting to order at 5:00pm.**

**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>Absent</u>

**Director Noble did not attend closed session due to his conflict of interest.**

**The meeting was adjourned to closed session.**

**A. Property Negotiations Pursuant to Government Code Section 54956.8**

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

**The meeting reconvened to open session at 6:15pm and Director Noble joined the meeting.**

**THE PLEDGE OF ALLEGIANCE WAS PERFORMED**

**Chairperson Smith made the closed session announcement:**

We have directed our negotiator to accept an offer made on a property purchase

**PUBLIC COMMENT**

A member of the Palermo Grange informed the Board that the leach line of the Palermo Grange's septic system is located on Palermo Park property. He provided documentation of the line locations for reference. He also noted that there is a lack of signage at Palermo Pool stating operation hours and requested that updated signage be posted.

**ACKNOWLEDGEMENTS**

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

- B. Thank you to the Butte County Sheriff Probation group that conducted a cleanup of Nelson Complex on Thursday, June 15<sup>th</sup>.
- C. Thank you to the North West Lineman College (NWLC) for installing five new light poles at Nelson Complex.
- D. BIG THANK YOU to Cal Fire, CCC, NWLC, Caltrans, CA Fish & Wildlife, State Parks, DWR, Kiewit, Richter Construction Inc., Butte County Sheriff and Cal Water for their support in the June 23, 2017 Phase 1 cleanup of Riverbend Park!

## CONSENT AGENDA

### A. Approve May 23, 2017 Regular Board Meeting Minutes

Director Carter moved to approve the consent agenda.

Director Emberland seconded the motion.

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

## PUBLIC HEARINGS

### A. PUBLIC HEARING: 2017-18 FISCAL YEAR BUDGET (no action)

*Final 2017-18 Fiscal Year Budget adoption scheduled for July 25, 2017*

### B. PUBLIC HEARING: 2017-18 ENGINEERS REPORT (no action)

*Final 2017-18 Engineers Report adoption scheduled for June 27, 2017*

A member of the public noted grammatical errors in the engineers report.

*General Manager Ramage reported that the District did not receive any public comments during the 10 day posting of the Public Hearing.*

## REGULAR AGENDA

### A. ACTION ITEMS

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

Director Noble moved to approve RESOLUTION NO: 1354-17.

Director Emberland seconded the motion.

**\*THE MOTION TO APPROVE RESOLUTION NO. 1354-17: A RESOLUTION APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF ASSESSMENT FOR FISCAL YEAR 2017-18 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT WAS APPROVED BY A UNANIMOUS VOTE.**

**2. Review fee waiver request for the Southside Community Improvement Association Police Meet and Greet event at MLK Park**

*Executive Assistant Anton provided a staff report summarizing the event and a statement from a Southside Community Improvement Association representative.*

Director Fowler moved to waive all fees for the 2017 Police Meet and Greet event. Director Noble seconded the motion.

**\*THE MOTION TO WAIVE ALL FEES FOR THE 2017 POLICE MEET AND GREET EVENT WAS APPROVED BY A UNANIMOUS VOTE.**

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

Director Carter moved to approve suggested signage for Nolan Complex/Fairbanks Field.

Director Noble seconded the motion.

**\*THE MOTION TO APPROVE SUGGESTED SIGNAGE FOR NOLAN COMPLEX/FAIRBANKS FIELD WAS APPROVED BY A UNANIMOUS VOTE.**

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

Director Emberland moved to approve RESOLUTION NO: 1355-17.

Director Carter seconded the motion.

**\*THE MOTION TO APPROVE RESOLUTION NO. 1355-17: A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS ADOPTING THE 2017-18 APPROPRIATIONS LIMITATIONS WAS APPROVED BY A UNANIMOUS VOTE.**

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

*A member of the public recommended that Page E73 be revised from "ensure the proper training of youth" to "FRRPD will provide training to youth".*

Director Carter moved to approve the MOU between Feather River Recreation and Park District and the Boys and Girls Club of the North Valley with suggested changes. Director Emberland seconded the motion.

**\*THE MOTION TO APPROVE THE MOU BETWEEN FEATHER RIVER RECREATION AND PARK DISTRICT AND THE BOYS AND GIRLS CLUB OF THE NORTH VALLEY WITH SUGGESTED CHANGES WAS APPROVED BY A UNANIMOUS VOTE.**

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

Director Noble moved to approve 4 year lease extension between Feather River Recreation and Park District and the Pioneer Union Elementary School District  
Director Emberland seconded the motion.

**\*THE MOTION TO APPROVE THE 4 YEAR LEASE EXTENSION BETWEEN FEATHER RIVER RECREATION AND PARK DISTRICT AND THE PIONEER UNION ELEMENTARY SCHOOL DISTRICT WAS APPROVED BY A UNANIMOUS VOTE.**

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

Director Fowler moved to adopt RESOLUTION NO. 1356-17.  
Director Noble seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1356-17: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING BUTTE COUNTY REQUEST TO DESIGNATE BERRY CREEK COMMUNITY PARK AS A PUBLIC ASSEMBLY POINT IN THE CASE OF AN EVACUATION IN THAT AREA WAS APPROVED BY A UNANIMOUS VOTE.**

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

Director Noble moved to vote for candidate Fred Ryness to represent network in Seat C on the California Special District Association (CSDA) Board of Directors.  
Director Carter seconded the motion.

**\*THE MOTION TO VOTE FOR CANDIDATE FRED RYNESS TO REPRESENT NETWORK IN SEAT C ON THE CALIFORNIA SPECIAL DISTRICT ASSOCIATION BOARD OF DIRECTORS WAS APPROVED BY 4-0-1 VOTE (DIRECTOR EMBERLAND ABSTAINED).**

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

Director Fowler moved to adopt RESOLUTION NO. 1357-17.  
Director Emberland seconded the motion.

Discussion took place regarding the need for the purchase of the Compact Tractor Loader and the option of financing the purchase.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1357-17 A RESOLUTION APPROVING UP TO 55K OF UNALLOCATED 2016-17 FUNDS FOR THE PURCHASE OF A COMPACT TRACK LOADER WAS DENIED BY A 2-3 VOTE.**

Director Noble moved to adopt RESOLUTION NO. 1357-17 directing Staff to research financing options authorizing staff to make decision on an outright purchase or financing.

Director Fowler seconded the motion.

**\*THE MOTION TO ADOPT RESOLUTION NO. 1357-17 A RESOLUTION APPROVING UP TO 55K OF UNALLOCATED 2016-17 FUNDS FOR THE PURCHASE OF A COMPACT TRACK LOADER DIRECTING STAFF TO RESEARCH FINANCING OPTIONS AUTHORIZE STAFF TO MAKE DECISION ON AN OUTRIGHT PURCHASE OR FINANCING WAS APPROVED BY A 4-1 VOTE.**

**A time sensitive item was added to the agenda due to time constraints.**

**10. Approve hiring of a local contractor to complete the final Phase 1 Cleanup and Debris Removal of Riverbend Park.**

*General Manager Ramage provided a Staff report including a summary of Phase 1 and recommendation.*

Director Carter moved to approve the hiring of Richter Construction to complete the final Phase 1 Cleanup and Debris Removal.

Director Noble seconded the motion.

**\*THE MOTION TO APPROVE HIRING RICHTER CONTRUCTION TO COMPLETE THE FINAL PHASE 1 CLEANUP AND DEBRIS REMOVAL WAS APPROVED BY A UNANIMOUS VOTE.**

**Director Emberland Excused himself from the meeting at 8:04pm.**

**NON-ACTION ITEMS**

January 2017 finance items were reviewed.

Director Carter noted that District financials looked good.

**DIRECTOR'S & COMMITTEE REPORTS**

**Committee reports:** *The Finance Committee met this month.*

1. Directors Smith and Noble attended the Annual Fallen Law Enforcement Tournament opening ceremony and threw the first pitch.
2. Director Smith thanked the General Manager for her hard work in organizing the cleanup of Riverbend Park and creating partnerships that were vital to the Phase 1 cleanup.
3. Director Carter did not report.
4. Director Emberland did not report.
5. Director Fowler did not report.

**STAFF REPORTS WERE REVIEWED**

**CORRESPONDENCE**

Executive Assistant Anton shared a letter from a Forbestown representative who organized a cleanup of Forbestown Park.

**UNFINISHED BUSINESS**

None at this time.

**BOARD ITEMS FOR NEXT AGENDA**

Final 2017-18 Budget

Do It Leisure annual agreement

Resolution for Closed Session Item

**Chairperson Smith adjourned the meeting at 8:23pm.**

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

**DISTRICT BOARD MEETING**  
Special Board Meeting  
**July 3, 2017**

**Location: FRRPD Activity Center**  
**1875 Feather River Blvd.**  
**Open Session 1:00PM**

**Draft Minutes**

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

**Chairperson Smith called the meeting to order at 1:00pm.**

**In attendance:**

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

**The pledge of allegiance was performed.**

**PUBLIC COMMENT**

None.

**REGULAR AGENDA**

**A. ACTION ITEMS**

- 1. RESOLUTION NO 1358-17: Review and rescind action taken in closed session on June 27, 2017 regarding purchase of property**

Chairperson Smith requested that General Manager Ramage repeat the motion taken during closed session on June 27, 2017.

“Director Emberland moved to purchase the Noble property at the price of \$130,000 utilizing Parkland Impact Fees.

Director Carter seconded the motion.

The motion was approved by a 3-1 vote.”

The opening session announcement was “We have directed our negotiator to accept an offer made on a property purchase.”

Chairperson Smith noted that an inappropriate motion was made. She stated that the Districts negotiator should have been directed to meet back with property owner’s negotiator then the item should’ve been brought back to an open session so that the community could comment on the purchase. She



expressed that action item was a mistake and that it was not the Board's intent to be malicious or deceptive when action was taken.

General Manager Ramage noted that she has provided RESOLUTION NO. 1358-17 as backup documentation for rescinding the action item.

**Director Emberland moved to rescind his motion regarding the purchase of property.**

**Director Carter seconded the motion.**

Director Emberland apologized for not wording his original motion properly and that his intent was to move forward with the property purchase plan.

Director Carter agreed that it was the Board's intent to move forward with the purchase plan but it wasn't worded correctly.

Director Fowler noted that he felt the motion was wrong and that the community should have a chance to speak on the item.

**\*THE MOTION TO RESCIND ACTION TAKEN IN CLOSED SESSION ON JUNE 27, 2017 REGARDING PURCHASE OF PROPERTY AND APPROVE RESOLUTION NO. 1358-17 WAS APPROVED BY A UNANIMOUS VOTE (DIRECTOR NOBLE ABSENT).**

**Chairperson Smith adjourned the meeting at 1:08pm.**

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

**DISTRICT BOARD MEETING**  
Special Board Meeting  
July 20, 2017

**Location: FRRPD Activity Center  
1875 Feather River Blvd.**

**Draft Minutes**

**Open Session 11:00am/Closed Session Immediately Following**

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

**Chairperson Smith called the meeting to order at 11:05am.**

**In attendance:**

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

**The pledge of allegiance was performed.**

**PUBLIC COMMENT**

None.

**REGULAR AGENDA**

**A. ACTION ITEMS**

**1. Review Foam Pit change order request**

*A representative with Northstar Engineering was present and Rock Creek Construction called into the meeting to answer questions.*

During deconstruction of the current resi pit at the Activity Center water was discovered in the bottom of the pit. Rock Creek Construction followed up with Northstar Engineering to determine a solution. Discussion took place regarding the addition of a sub pump purchase and installation for the Foam Pit Project. Board consensus is to approve the change order request and authorize the General Manager to move forward at her discretion.

**The Board directed Staff to move forward with the change order request giving the General Manager the discretion to approve the purchase of the sub pump and instillation specifications.**

**Director Fowler joined the meeting at 11:40am.  
The meeting was adjourned to closed session.**

**A. Public Performance Evaluation**

*Pursuant to Government Code Section 54957-Board-General Manager relations*

**The meeting reconvened to open session at 3:25pm and there was no closed session announcement.**

**Chairperson Smith adjourned the meeting at 3:25pm.**



## STAFF REPORT

**DATE: JULY 25, 2017**

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

**FROM: GENERAL MANAGER APRYL RAMAGE**

**RE: UPDATE DISTRICT STATUS JULY 2017**

### SUMMARY

January 2017 the Feather River Recreation and Park District Board of Directors adopted a 2017 Annual Strategic Plan. This plan included the board of director's top items for completion in 2017-18. This prioritized plan is included in the 2017-18 fiscal year budget documents.

February 2017 the District encountered a flood crisis which caused mass damage to the District's premier park and altered the course of the District. To date District staff resources are being utilized in multiple areas which require extensive administrative staff time. These projects are in addition to daily operations and unforeseen circumstances. Staff is requesting the District board of directors provide clear direction by prioritizing the current project list as a clear management guideline for 2017-18. *Staff has \* items that are perceived as critical to the District's current and future status.*

#### **1. Riverbend Park Restoration\***

This project is time extensive and is a crisis that altered the course of the District's annual strategic plan and Master Plan. This operation requires extensive administration time including meetings and documentation for insurance, FEMA requirements, grant opportunities, permitting requirements, history research, arborist research, reviewing reports, designing request for proposals for Phase 1 and 2 and designing board, public and staff workshops. Estimated completion date December 2018

#### **2. Master Plan Revisions\***

Master Plan revisions have been ongoing since 2016. This is a project that requires extensive staff time. Research, design and consultant meetings, outlying community meetings, long term financial and strategic planning, board, public and staff workshops require time to prepare. An update Master Plan is key to District management operations. Estimated completion date determined on board direction.

#### **3. Feather River Consolidated Master Plan**

This Supplemental Benefit Fund (SBF) funded consolidated master plan project began in 2015. This is an ongoing project that requires attendance at meetings and review and input of multiple documents. Estimated completion is unknown.



#### **4. IT Upgrades\***

2016 District Board approved funds up to \$8K purchase of updated software registration. This has proven to be a tedious process including research, building, implementation and design. Designing of server document management system for file sharing, researching document management solutions for digital archiving and public records request are also involved in necessary IT upgrades. IT upgrades are a priority for productivity and public records request compliance. Estimated completion date determined on board direction.

#### **5. Nelson Pool repairs and grant requirements\***

Nelson pool is in need of major repairs to remain operational. Staff have begun research of repair options, quotes and compliance regulations. Staff is also hosting discussions with OGALS to determine if current operations are meeting grant obligations. Current grant obligation for operations of Nelson Pool are until 2026. Nelson Pool also needs no climb iron style fencing to deter vandals. Board action will determine estimated completion. *In Master Plan*

#### **6. Security**

Staff are researching security options for facilities. Quotes are being sought for facility wide security solutions. Solutions include alarms and cameras. Estimated completion date determined on board direction.

#### **7. Trail Project Completion**

Staff is preparing for a grant request to complete the trail project as requested by SBF. This is time consuming including meeting with County officials, Northstar Engineering, Melton Design Group, State Parks. The District will need to be prepared to submit a grant request either to the SBF or other entity for funding. The District may be required to upfront matching funds for grants. This continued research is time consuming. Estimated completion date determined on board direction. *In Master Plan*

#### **8. Energy Solutions\***

Staff is researching energy solution options. This takes time to research and determine options for board discussion. Staff is working on receiving a free District audit to determine options. Energy solutions include but are not limited to lighting, solar, hvac units, facility upgrades, pool cost savings, etc. Energy solutions could essentially allow the District to improve facilities with fund savings. Estimated completion date determined on board direction.

#### **9. Skate Park fence project**

Staff presented two options for fencing at the March regular board meeting. Board direction led Staff to seek out alternative solutions. Staff is in the process of researching alternate solutions. Estimated completion date determined on board direction. *In Master Plan and Strategic Plan*

#### **10. Board Policies & Procedures Workshop\***

Staff is recommending preparing for the previously scheduled Board Policies & Procedures Workshop. Most current Board Policies were implemented prior to the current board of director's elections. A thorough understanding of board policies is an important management tool for operations of the District. Estimated completion date determined on board direction.



### **11. Grant Workshop**

Staff recommends hosting a grant project workshop identifying projects that staff may seek grant funding for. (For efficiency staff recommends combining this workshop in conjunction with the Master Plan revisions)

### **12. Property purchase negotiations**

The board has visited multiple options for property purchases in 2015, 2016, 2017. This takes staff time to confer with negotiators, present board options and determine financial solutions for purchase and development. Estimated completion date determined on board direction.

### **13. ADA upgrades to MLK Park and Palermo Pool**

ADA upgrades to facilities were an original item on the 2002 ballot approving the District Benefit Assessment. These projects require extensive research, plans, permits, quotes, and RFP processes to complete. Estimated completion dependent on board direction. *On annual strategic plan and in Master Plan.*

### **14. Special District Transparency Certificate of Excellence**

Administrative staff are working to compile documents, adopt policy, provide trainings and update the District website to gain the District Transparency Certificate of Excellence. This certificate promotes transparency in the operations and governance of special districts to the public/ constituents and provide special districts with an opportunity to showcase their efforts in transparency. This is a two year certification that displays a high level of achievement amongst special districts. This certificate is a high recommendation for Districts seeking funding alternatives.

*Other items in process that do not require further board direction: 2017-18 Final Budget, Foam Pit project, ADA upgrades to the Activity Center, Karate room flooring replacement, immediate repairs to main line at MLK Park, Palermo Park septic line has failed, 2016-17 audit process which takes up much of the General Manager and Business Manager's time. This process is a 6-8 week process compiling records and interviews. Estimated completion January 2018 which is also the beginning of the 2018-19 budget process. This is a special district requirement. Recruiting of multiple open positions, ongoing park maintenance and recreation management.*

### **RECOMMENDATION**

Review and provide staff direction by prioritizing the above list.

### **REQUESTS**

Provide direction to staff.

### DO-IT LEISURE PARTICIPANT STATISTICS

DATES: JULY 1, 2016 - DECEMBER 31, 2016

Units Of Service = Total number of hours served.

ACTIVITY OR EVENT	BUDGET CODE: C = Community (DILCOM-09)	CHICO	PARADISE	OROVILLE	OTHER (Gridley, Artois, Los Molinos, Durham)	TOTAL CLIENTS	UNITS OF SERVICE
1 Bowling (PAR)	C	2	12	0	1	15	660
2 Bowling (ORO)	C	1	0	7	0	8	288
3 Ballgame Boogie Dance	C	49	67	38	6	160	480
4 Halloween Dance Party	C	86	99	79	7	271	813
5 Holiday Dance Party	C	59	76	53	5	193	579
7 Seussical The Musical	C	8	3	0	1	12	120
8 SunSplash Water Park	C	3	9	2	1	15	150
9 Willits KOA Camp	C	3	1	2	3	9	432
10 Silver Dollar Speedway Races	C	4	10	0	1	15	90
11 Chico Heat Game	C	5	6	4	2	17	102
12 Santa Cruz KOA Camp	C	5	1	1	2	9	432
13 Manchester Beach KOA Camp	C	2	3	1	1	7	336
14 Bishop's Pumpkin Farm	C	1	1	0	0	2	14
15 Halloween Bingo Night	C	15	6	3	1	25	75
16 Disney On Ice	C	4	10	1	0	15	135
17 Trolls	C	5	6	3	1	15	75
18 Holiday Craft & Bingo Night	C	6	5	4	1	16	48
19 Believe	C	8	6	1	0	15	75
20 Disney Bahama's Cruise	C	7	1	1	1	10	960
<b>PARTICIPATION &gt;&gt;&gt;</b>		<b>273</b>	<b>322</b>	<b>200</b>	<b>34</b>	<b>829</b>	

**TOTAL UNITS OF SERVICE >>> 5,864**

estimated percentage of clients served per district >>

CHICO 33%

PARADISE 39%

OROVILLE 24%

OTHER 4%

TOTAL 100%

### DO-IT LEISURE PARTICIPANT STATISTICS

DATES: JANUARY 1, 2017 - JUNE 30, 2017

Units Of Service = Total number of hours served.

ACTIVITY OR EVENT	BUDGET CODE: C = Community (DILCOM-09)	CHICO	PARADISE	OROVILLE	OTHER (Gridley, Artois, Los Molinos, Durham.)	TOTAL CLIENTS	UNITS OF SERVICE
1 Bowling (PAR)	C	2	12	1	1	16	672
2 Bowling (ORO)	C	1	0	8	1	10	440
<b>-----</b>							
3 Valentine's Dance	C	71	89	63	6	229	687
4 St. Patty's Day Dance	C	71	83	60	8	222	666
5 Cinco De Mayo Dance	C	50	61	43	5	159	477
<b>-----</b>							
6 New Year Bingo Night	C	17	2	4	2	25	75
7 Sister Act The Musical	C	5	2	0	0	7	42
8 Hocus Focus	C	7	6	0	0	13	78
9 Into The Woods	C	8	5	1	2	16	96
10 Spring Bingo Night	C	17	4	2	2	25	75
11 Craft & Movie Night - Pets	C	10	4	1	1	16	48
12 Willy Wonka	C	5	10	0	0	15	90
13 Sacramento River Cats	C	6	2	2	1	11	110
14 Luau Bingo	C	18	3	2	2	25	75
15 Reno	C	11	16	5	4	36	504
16 Chico Heat Game	C	6	7	1	1	15	90
<b>PARTICIPATION &gt;&gt;&gt;</b>		<b>305</b>	<b>306</b>	<b>193</b>	<b>36</b>	<b>840</b>	
<b>TOTAL UNITS OF SERVICE &gt;&gt;&gt;</b>							<b>4,225</b>

estimated percentage of clients served per district >>

CHICO 36%    PARADISE 36%    OROVILLE 24%    OTHER 4%    TOTAL 100%

*\*Italics = Trips that are planned for June 2017 but have not occurred yet.  
Numbers are based off of our current sign-up sheet. Activities in red are estimated numbers*





**AGREEMENT BETWEEN  
DO-IT LEISURE  
AND  
FEATHER RIVER RECREATION & PARK DISTRICT**

This agreement is made and entered into this 1<sup>st</sup> day of September 2017 and between Do-It-Leisure a division of Work Training Center for the Handicapped, Inc. hereinafter referred to as “WTC/DO-IT” and the Feather River Recreation and Park District hereinafter referred to as FRRPD.

1. WTC/DO-IT agrees to provide Community Sports Programs for individuals with disabilities throughout Chico, Feather River, Paradise Recreation and Park Districts. Programs will be offered on a weekly basis at various community facilities in all three districts. The Community and Sports Program consists of recreation, leisure, and resource education, arts and crafts workshops, community/trip excursions, camps, and social activities, such as dances and social get-togethers for persons with developmental disabilities.
2. FRRPD agrees to fund this Community and Sports Program of WTC/DO-IT in the amount of \$2500 to be paid in two payments. September 1<sup>st</sup> 2017 and February 1<sup>st</sup> 2018.
3. WTC/DO-IT agrees to indemnify and hold harmless FRRPD from and against all costs for injury or death to persons or damage to property (including the person or property of WTC/DO-IT will carry and pay all premiums upon a policy of General Liability Insurance for bodily injuries and property damage in the sum of one million dollars (\$1,000,000) combined single limit for each off occurrence which policy shall name FRRPD as an additional insured, and proof of sufficient insurance shall be given by WTC/DO-IT with certificate of such insurance and additional insured endorsement prior to facility usage. WTC/DO-IT shall take out and maintain during the Agreement Workman’s Compensation Insurance for all employees connected with WTC/DO-IT and provide FRRPD with a copy of such insurance prior to facility usage.
4. WTC/DO-IT agrees to provide FRRPD with an annual report by the first week in June 2017, which will contain a copy of the Community and Sports Program annual budget and financial statement indicating all sports expenditures and revenues, number of participants, and programs offered.
5. Parties hereto agree that this Agreement may be terminated by either party upon giving the other party thirty (30) days written Notice of Intention to do so.



6. This Agreement shall terminate on June 30, 2018 However, it may be extended upon mutual agreement of both parties on a year-to-year basis.

\_\_\_\_\_

FRRPD General Manager

\_\_\_\_\_

WTC Executive Director

\_\_\_\_\_

Date

\_\_\_\_\_

Date

\_\_\_\_\_

FRRPD Chairman

\_\_\_\_\_

Date



**DATE: JULY 25, 2017**

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

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

**RE: FRRPD FINAL BUDGET FISCAL YEAR 2017-18**

**PREVIOUS BUDGET MEETINGS:**

May 3, 2017 Budget Workshop

May 23, 2017 Preliminary Budget Approval

June 27, 2017 Public Hearing

**BUDGET OVERVIEW & BUDGET BY DEPARTMENTS**

**PAYROLL/BENEFITS SUMMARY:** HEALTH INSURANCE RATES: Board of Director Consensus to increase. The District's current rate is \$525 per month per eligible employee. Increase the health insurance rate for eligible employees to \$650/month. IMPLEMENTATION OF FAIR WAGE INCREASE PER MANDATE: per Board of Director consensus as follows: 3% step scale for full time employees and .25 cent increase step scale for part time employees. All step schedules, in detail, are included and are effective July-December 2017 and January-June 2018 (mandatory minimum wage increase effective Jan18). CALPERS RATES: fixed rates 2017-18 rates Classis members employee 7%/employer 8.418%. Pepra members employee 6.25%/employer 6.533%

**BENEFIT ASSESMENT DISTRICT (BAD):** Board of Director passed max increase as recommended by the BAD Committee). 2017-18 increase

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

**CIP BUDGET:** Options and funding sources for upcoming Capital Improvement Projects (CIP) in accordance with the 2017-18 fiscal year budget. *\*This list is subject to change depending on District needs.* Each project will require board approval at time of proposal.

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



## Page 2 of 3

**IMPACT FEES:** 2017-18 fiscal budget. Impact Fees may only be used for new construction purposes. Impact Fees may be used as matching grant funds leaving the option open to apply for grants in the 2017-18 fiscal year.

**RESERVES:** 6/30/17 reserve total is \$244,594 at the county treasury. \$20K of these reserves is contingent for natural disaster emergencies (fire, flood, etc). \$20K is restricted for elections, \$30,000 for equipment replacement, \$1k Imprest and \$173,594 unassigned General Reserved.

Staff is recommending adding a total of \$100K to reserves and return 2016-17 unused election funds \$40k.

Staff Recommended	
<b>2017-18 reserves balance:</b>	
\$1,000	Imprest
60,000	Reserve Elections
\$223,594	Reserve Unassigned
\$80,000	Reserve Equipment
\$20,000	General Reserve Natural Disaster

Utilization of District reserves requires a 4/5 vote of the board of directors. According to District policy reserves are to be used for contingencies such as:

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

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

**PARK AND FACILITY GOALS/ANNUAL STRATEGIC PLAN:** at the January 2017 Annual Goals Workshop Special Board Meeting District Board of Directors adopted the Park and Facility Goals Annual Strategic Plan. Goals have been identified as completed or in progress.

**MASTER PLAN REVISIONS:** District Board of Directors and staff have actively been updating the Feather River Recreation and Park District Master Plan. This plan will cover items such as Fixed Asset Replacement Schedule, ADA Facility Upgrade Schedule, Organizational Development Schedule, and Park Development for outlying areas and upgrades to current sites, Potential Impact Fee increases, Future



**Page 3 of 3**

Long Term Strategic Plans, Digital Archiving Plan, ongoing Grant Opportunities, and ongoing Agency Agreements.

**REQUEST**

Adopt Resolution No. 1359-17



# **FEATHER RIVER RECREATION & PARK DISTRICT**

**2017-18 FINAL BUDGET**

**JULY 25, 2017**



### APPROVED 2017-18 FISCAL YEAR BUDGET SCHEDULE

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

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

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

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

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

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

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

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

July 31, 2017 submit final budget to Butte County

FRRPD PROPOSED BUDGET 2016-17	Audited 2015/16	Projected 2016/17	Budgeted 2016/17	Budget 2017/18
Ordinary Income/Expense	Actual	Estimated Actuals	Adopted Budget	Proposed
<b>Income</b>				
4100 - Tax Revenue	\$1,495,873	\$1,553,402	\$1,504,500	\$1,550,000
4150 - Tax Revenue (BAD)	\$242,255	\$255,479	\$261,517	\$270,057
4300 - Program Income	\$980,438	\$1,045,000	\$998,700	\$1,056,675
4350 - Discounts & Credits	(\$6,828)	(\$7,200)	(\$8,000)	(\$7,750)
<b>Total Tax/Program Income</b>	<b>\$2,711,738</b>	<b>\$2,846,681</b>	<b>\$2,756,717</b>	<b>\$2,868,982</b>
4400 - Donation & Fundraising Income	\$2,750	\$3,500	\$2,000	\$4,000
4500 Grant/Reimbursed Expense Income	\$61,512	\$41,250	\$2,000	\$35,000
4600 - Other Income	\$3,925	\$1,000		\$1,000
4900 - Interest Income	\$10,305	\$6,000	\$8,300	\$7,500
4905 - Interest Income - BAD	\$1,623	\$500	\$1,000	\$600
<b>Total Income</b>	<b>\$2,791,854</b>	<b>\$2,898,931</b>	<b>\$2,770,017</b>	<b>\$2,917,082</b>
<b>Expense</b>				
<b>Payroll Expenses</b>				
5010 - Wages & Salaries	\$1,038,244	\$1,227,173	\$1,299,713	\$1,407,893
5020 - Employer Taxes	\$108,844	\$126,561	\$129,346	\$141,657
5030 - Employee Benefits	\$100,314	\$120,982	\$138,629	\$154,558
5040 - Workers Comp	\$32,513	\$44,621	\$50,202	\$54,603
5060 Labor/Benefits CIP Projects	(\$14,680)	(\$13,000)	(\$8,000)	(\$25,000)
<b>Total 5000 - Payroll Expenses</b>	<b>\$1,265,236</b>	<b>\$1,506,337</b>	<b>\$1,609,890</b>	<b>\$1,733,711</b>
5031 GASB 68 Benefit Expense	\$12,904	\$17,609	\$16,500	\$26,275
5033 GASB Annual Audit Adjustment	(\$94,878)			
<b>Payroll w/ GASB Expense</b>	<b>\$1,183,262</b>	<b>\$1,523,946</b>	<b>\$1,626,390</b>	<b>\$1,759,986</b>
5100 - Advertising & Promotion	\$7,284	\$6,000	\$10,000	\$10,000
5110 - Bad Debt				
5120 - Bank Fees	\$12,877	\$13,350	\$9,000	\$14,000
5130 - Charitable Contributions	\$1,420	\$2,500	\$3,000	\$2,500
5140 - Copying & Printing	\$20,726	\$11,750	\$21,000	\$11,000
5155 Employment Screening		\$3,500	\$3,700	\$3,985
5160 - Dues, Mbrshps & Publications	\$12,913	\$11,575	\$12,000	\$12,000
5170 - Education & Development	\$4,687	\$6,450	\$5,500	\$12,000
5175 - Equipment Rental/Lease	\$2,772	\$6,000	\$4,450	\$31,000
<b>Total 5100-5175</b>	<b>\$62,680</b>	<b>\$61,125</b>	<b>\$68,650</b>	<b>\$96,485</b>
<b>Equipment, Tools &amp; Furn (&lt;\$2k)</b>				
5182 - Operating ET&F	\$2,309	\$850	\$5,000	\$3,700
5184 - Program ET&F	\$8,199	\$18,200	\$9,050	\$15,600
5186 - Site/Shop ET&F	\$25,924	\$20,725	\$19,000	\$14,000
5187 Technology ET&F		\$5,625	\$12,000	\$10,000
<b>Total 5180 - Equipment, Tools &amp; Furn (&lt;\$2k)</b>	<b>\$36,432</b>	<b>\$45,400</b>	<b>\$45,050</b>	<b>\$43,300</b>
5200 - Insurance	\$45,982	\$41,400	\$47,000	\$49,500
5210 - Interest Expense				
5220 - Miscellaneous Expense				
5225 - Postage & Delivery	\$1,841	\$3,025	\$2,300	\$3,500
<b>Total 5200-5225</b>	<b>\$47,823</b>	<b>\$44,425</b>	<b>\$49,300</b>	<b>\$53,000</b>
<b>Professional &amp; Outside Svcs</b>				
5232 - Accounting	\$33,245	\$22,625	\$25,000	\$30,000
5233 - Bands/Recreation	\$1,650	\$1,850	\$1,500	\$1,850
5234 - Board Stipends	\$10,700	\$10,800	\$12,000	\$12,000
5235 - Recreation Instructors	\$34,932	\$41,000	\$43,750	\$42,100
5236 - Legal	\$3,006	\$13,800	\$20,000	\$18,000
5237 - Contract Janitorial	\$49,580	\$60,080	\$49,600	\$71,000
Previously Other Outside Labor (gl5238)	\$36,761		\$0	
5239 Outside Admin & Consulting		\$54,475	\$91,000	\$27,000
<b>Total 5230 - Professional &amp; Outside Svcs</b>	<b>\$169,874</b>	<b>\$204,630</b>	<b>\$242,850</b>	<b>\$201,950</b>
5250 - Rent	\$1,642	\$2,150	\$3,200	\$2,200
<b>Total 5250</b>	<b>\$1,642</b>	<b>\$2,150</b>	<b>\$3,200</b>	<b>\$2,200</b>
<b>Repairs &amp; Maintenance</b>				
5261 - Building R&M	\$22,520	\$23,500	\$35,000	\$35,000
5262 - Equipment R&M	\$16,082	\$15,150	\$25,000	\$22,000
5263 - General R&M	\$26,763	\$21,000	\$30,000	\$30,000
5264 - Grounds R&M	\$61,926	\$24,150	\$65,000	\$45,000
5265 - Janitorial supplies	\$26,399	\$24,075	\$27,000	\$28,750
5266 - Vandalism Repair	\$11,488	\$15,875	\$12,000	\$15,000
5267 - Vehicle R&M	\$7,245	\$9,525	\$10,000	\$6,500



FRRPD PROPOSED BUDGET 2016-17	Audited 2015/16	Projected 2016/17	Budgeted 2016/17	Budget 2017/18		
Ordinary Income/Expense	Actual	Estimated Actuals	Adopted Budget	Proposed		
5268 Aquatics Pool R&M	\$18,479	\$40,400	\$20,000	\$45,000		
5269 Outside Contractor R&M	\$0	\$17,785	\$6,000	\$20,000		
<b>Total 5260 - Repairs &amp; Maintenance</b>	<b>\$190,903</b>	<b>\$191,460</b>	<b>\$230,000</b>	<b>\$247,250</b>		
5270 - Security	\$5,371	\$4,000	\$6,000	\$8,000		
<b>Total 5270</b>	<b>\$5,371</b>	<b>\$4,000</b>	<b>\$6,000</b>	<b>\$8,000</b>		
<b>Supplies - Consumable</b>						
5281 Misc Staff & Uniform Supplies		\$9,485	\$7,000	\$9,000		
5282 - Office Supplies	\$5,677	\$5,950	\$6,500	\$6,500		
5284 - Program Food	\$11,047	\$10,900	\$12,000	\$12,000		
5286 - Program Supplies	\$15,586	\$20,825	\$18,000	\$22,000		
5287 Safety Supplies	\$0	\$3,115	\$2,300	\$3,000		
Previously Safety & staff Supplies (gl5288)	\$9,835		\$0			
5289 - Site Supplies	\$1,661	\$2,025	\$2,500	\$2,000		
<b>Total 5280 - Supplies - Consumable</b>	<b>\$43,806</b>	<b>\$52,300</b>	<b>\$48,300</b>	<b>\$54,500</b>		
5290 - Taxes, Lic., Notices & Permits	\$5,433	\$4,600	\$6,000	\$6,800		
5300 - Telephone/Internet	\$10,738	\$12,050	\$11,000	\$14,000		
<b>Total 5290-5300</b>	<b>\$16,170</b>	<b>\$16,650</b>	<b>\$17,000</b>	<b>\$20,800</b>		
<b>Transportation, Meals &amp; Travel</b>						
5312 - Air, Lodging, Other Travel	\$1,592	\$2,260	\$2,000	\$3,000		
5314 - Fuel	\$18,173	\$16,800	\$25,000	\$22,000		
5316 - Meals	\$319	\$150	\$500	\$1,000		
5318 - Mileage	\$4,043	\$2,985	\$4,800	\$3,000		
<b>Total 5310 - Transportation, Meals &amp; Travel</b>	<b>\$24,126</b>	<b>\$22,195</b>	<b>\$32,300</b>	<b>\$29,000</b>		
<b>5320 - Utilities</b>						
5322 - Electric	\$101,646	\$103,814	\$105,000	\$110,000		
5324 - Garbage	\$20,330	\$19,245	\$21,000	\$23,000		
5326 - Gas/Propane	\$3,849	\$8,495	\$4,100	\$8,000		
5328 - Sewer	\$4,480	\$3,765	\$4,600	\$4,000		
5329 - Water	\$104,755	\$85,125	\$110,000	\$100,000		
<b>Total 5320 - Utilities</b>	<b>\$235,060</b>	<b>\$220,444</b>	<b>\$244,700</b>	<b>\$245,000</b>		
<b>Total Expense</b>	<b>\$2,017,148</b>	<b>\$2,388,725</b>	<b>\$2,613,740</b>	<b>\$2,761,471</b>		
<b>Net Ordinary Income Less Expenses</b>	<b>\$774,705</b>	<b>\$510,206</b>	<b>\$156,278</b>	<b>\$155,611</b>		
Debt Interest Expense	\$131,750	\$124,695	\$124,695	\$117,429		
<b>Total expenses including Debt Interest</b>	<b>\$2,791,854</b>	<b>\$2,898,931</b>	<b>\$2,770,018</b>	<b>\$2,917,082</b>		
<b>Net Profit/(Loss) Year End</b>	<b>\$600,456</b>	<b>\$385,511</b>	<b>\$31,583</b>	<b>\$38,182</b>		
* Depreciation is not a cash expense, but is included in the annual operating budget	\$509,519	\$525,000	\$525,000	\$530,000		
Principle Loan Payment	\$206,000	\$214,436	\$214,436	\$220,735		
<b>Following info used for reporting to County: Per Board Policy Capital Improvement Projects requires Board Approval</b>						
<b>COUNTY RESERVES 2017-18</b>				add to reserve 2017-18		
<b>Reserves</b>	<b>Reserve Balance 6/30/16</b>		<b>Reserve Balance 6/30/17</b>	<b>2017-18 Reserve Provision</b>		
Imprest (Petty Cash, reallocated to \$1k every year)	\$ 1,000		\$ 1,000	\$ 1,000		
Election Reserves (did not utilize \$40k in 2016 election, return to reserve 2017)	\$ 20,000		\$ 20,000	\$ 40,000		
Reserves: 2016-17 transferred \$40k foam pit, used \$7k tennis courts, added \$7k year-end	\$ 213,594	\$ (40,000)	\$ 173,594	\$ 50,000		
Equipment Reserves	\$ 30,000		\$ 30,000	\$ 50,000		
General Reserve (Natural Disaster)	\$ 20,000		\$ 20,000			
<b>County Budget 2017-18 Fixed Asset (mid-year adjustment if needed as Projects/Grants become available)</b>			<b>Fixed Asset total based on \$241k Project Fund Balance, plus \$26k Berry Creek Bathroom in progress, plus \$45k Bobcat purchase, Foam Pit Project \$65K</b>			
Fixed Assets General Fund county g/l 560 Fund 2600		\$ 138,000	\$ 286,950	\$ 377,000		
Fixed Assets BAD Fund county g/l 560 Fund 2610		\$ 22,000	\$ 52,000	\$ 29,000		
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"></td> <td style="text-align: right;"> <b>County Reserve Fund and County Fixed Assets Budget 2017-18</b>  <b>Total Balance 7/1/17</b>                  \$1,000 Imprest                  60,000 Reserve Elections                  \$223,594 Reserve Unassigned                  \$80,000 Reserve Equipment                  \$20,000 General Reserve Natural Disaster                  \$377,000 Projects TBA Fixed Asset total subject to change during f/year                  \$29,000 BAD Fixed Asset: Skatepark Fence Carryover             </td> </tr> </table>						<b>County Reserve Fund and County Fixed Assets Budget 2017-18</b> <b>Total Balance 7/1/17</b> \$1,000 Imprest 60,000 Reserve Elections \$223,594 Reserve Unassigned \$80,000 Reserve Equipment \$20,000 General Reserve Natural Disaster \$377,000 Projects TBA Fixed Asset total subject to change during f/year \$29,000 BAD Fixed Asset: Skatepark Fence Carryover
	<b>County Reserve Fund and County Fixed Assets Budget 2017-18</b> <b>Total Balance 7/1/17</b> \$1,000 Imprest 60,000 Reserve Elections \$223,594 Reserve Unassigned \$80,000 Reserve Equipment \$20,000 General Reserve Natural Disaster \$377,000 Projects TBA Fixed Asset total subject to change during f/year \$29,000 BAD Fixed Asset: Skatepark Fence Carryover					

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

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



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

July 2017-December 2017

3% Step Scale July 2017-Dec 2017

3%

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

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

3% Step Scale Jan 2018- June 2018

3%

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

FRRPD starting wage 5 year projection

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

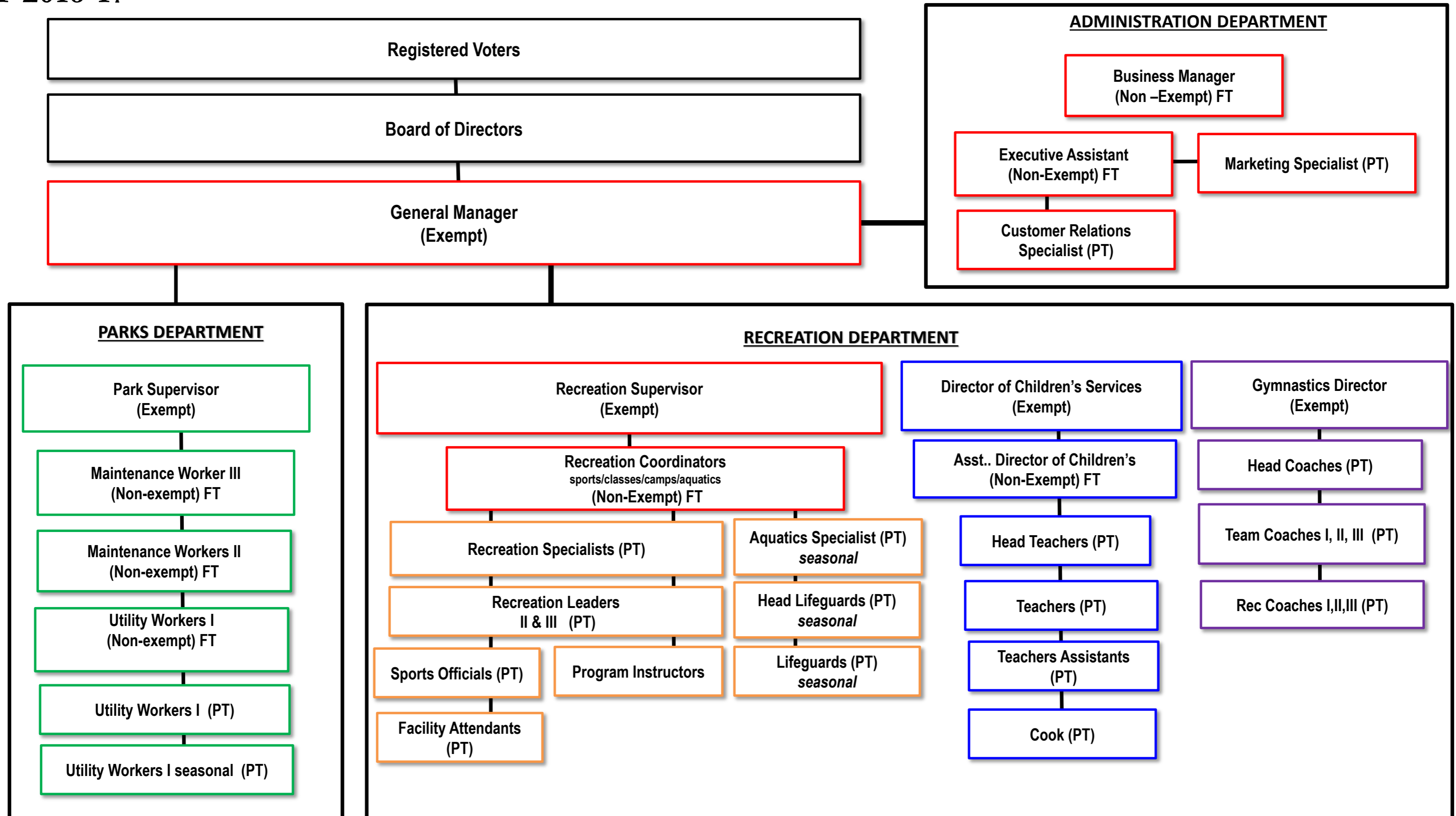
Please note: This isn't a budget document. All projections are based on Step 1 of the pay scale, using staffing levels as of 4.30.17 and working max hours

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

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

FY 2016-17

# Feather River Recreation & Park District Organizational Structure





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



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

SITE	PROJECT	FUNDING SOURCE	COST	BOD ADOPTED PLAN	*Anticipated available funding 2017-18			Used as is
PALERMO PARK	Irrigation/Drainage	General Fund	\$ 15,000	YES	GENERAL FUND			\$113,500
	Gravel to parking lots	BAD	\$ 8,000	YES	IPF		\$241,000	\$241,000
	Septic repairs/replace	General Fund	\$ 15,000	YES	BAD			\$58,000
PALERMO POOL	Shade structure	AQUATICS IMPACT FEES	\$ 35,000	YES	IMPACT	Parkland	\$201,000	\$85,000
	Restroom roof	PARKLAND IMPACT FEES	\$ 50,000	YES		Aquatics	\$35,000	\$35,000
	Restroom upgrades (ADA)	BAD	\$ 50,000	YES		Public Use	\$64,000	\$51,000
NELSON COMPLEX	Dog park	PARKLAND IMPACT FEES	\$ 35,000	NO				
NELSON POOL	Resurface & repairs	IPF or Grant	\$ 175,000	YES	*IPF: Improvement Project Fund			
	Chemical Feed/Sand Filters	IPF or Grant & General Fund	\$ 150,000	YES	*BAD: Benefit Assessment District Funds-focused on lighting, ADA retrofit and field maintenance			
ACTIVITY CENTER	Shade structure -Pre School	General Fund	\$ 5,500	YES	*Impact Fees-New construction only			
	Tumble trak bed	General Fund	\$ 5,000	NO	*General Fund allocation includes \$100K fro Nelson Pool repairs			
	<i>Committed 2015-16-17</i>	Foam pit committed	\$ 65,000	YES	*Committed			
	<i>Committed 2016-17</i>	Foam pit committed	\$ 25,000	YES				
						<b>Total</b>		<b>\$583,500</b>

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

2017-18 PROPOSED IMPACT FEES	Balance: 5/31/17	2017-18 ANTICIPATED	PROJECTED	PROPOSED
Parklands	\$ 159,627	\$ 50,000	\$ 209,627	
Public Use	\$ 51,878	\$ 10,000	\$ 61,878	
Aquatics	\$ 26,210	\$ 10,000	\$ 36,210	
<b>TOTAL</b>	<b>\$ 237,715</b>	<b>\$ 70,000</b>	<b>\$ 288,000</b>	
<b>POTENTIAL PROJECTS</b>				
	<b>PARKLANDS</b>	Dog Park - Nelson	Public request	\$ 35,000
	<b>PARKLANDS</b>	Restroom roof Palermo Pool	Public safety	\$ 50,000
	<b>PUBLIC USE</b>	Birthday Rings at Playtown USA (3)	Revenue source	\$ 55,000
	<b>PUBLIC USE</b>	Berry Creek restroom	Committed	\$ 26,000
	<b>PUBLIC USE</b>	Foam Pit	Committed	\$ 25,000
	<b>AQUATICS</b>	Shade structure -Palermo	Revenue source	\$ 35,000
<b>TOTAL</b>				<b>\$ 226,000</b>
<b>RESERVE BUDGET</b>		<b>CURRENT 2016-17 BALANCE</b>	<b>2017-18 BUDGET</b>	<b>TOTAL RESERVES</b>
Election Reserves		\$ 20,000	\$ 40,000	\$ 60,000
General Reserves (ER Natural Disaster)	Emergency use (fire, flood, etc)	\$ 20,000	\$ -	\$ 20,000
Equipment Reserve	Replacement reserve	\$ 30,000	\$ 50,000	\$ 80,000
Reserve	\$40K removed in 2016-17 for foam pit	\$ 173,594	\$ 50,000	\$ 223,594
Petty Cash Reserve, annual reallocation \$1k every year- Imprest Cash		\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL</b>		<b>\$ 244,594</b>	<b>\$ 141,000</b>	<b>\$ 385,594</b>
<b>Restricted Reserves (ER,Elections,Imprest)</b>				<b>\$ (81,000)</b>
				<b>\$ 304,594</b>
<b>IMPROVEMENT PROJECT FUND</b>		<b>\$241,000</b>		<b>\$ 241,000</b>
Exhibit B page B-1 of Lease Agreement Loan Documents	(Projects will consist of the replacmeent of aging playground equipment, repair and upgrades to existing swimming pools and pool filtration equipment, upgrades to softball fields inlcuding improved playing fields and upgraded irrigation.)			
<b>POTENTIAL 2016-17 UNALLOCATED FUNDS</b>				\$300,000
BobCat with attachments	Requested purchase 2016-17			\$45,000
Move to reserve 2017-18				\$100,000
Foam Pit (allocated in the General Fund-not spent 2015-16-17)	Committed 2015-16-17			\$ 65,000
General Fund				\$ 12,000
<b>RIVERBEND PARK INSURANCE DEDUCTIBLE</b>	Priority			<b>\$ 250,000</b>

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

★ **Items added to the 2017-18 CIP/Fixed Assets List**  
~~★~~ **Completed items**

**PALERMO PARK**

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

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

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

**PLAYTOWN USA**

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

**NELSON COMPLEX & POOL**

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

**ACTIVITY CENTER**

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

**NOLAN COMPLEX**

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

**MLK PARK**

- ★ 1. ADA upgrades to restrooms, new fixtures (CIP list 2017-18-cost needed)
- 2. Electrical panel replacement
- ~~★~~ 3. Checkerboards painted on tables (completed)
- 4. Mile markers on walking path
- 5. Fencing B street side (deter driving on fields)
- 6. Irrigation upgrades and drainage issues
- 7. Replace some olive trees with sycamore trees
- 8. Spray olive trees to deter growth
- 9. Amphitheater repairs to doors
- 10. Security lighting & soccer field lighting
- 11. Moving signage arch into parking lot

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



**RESOLUTION NO. 1359-17**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE FINAL BUDGET FOR FISCAL YEAR 2017–2018**

**WHEREAS**, , the Feather River Recreation and Park District is a legally constituted public agency formed pursuant to the Public Resources Code of the State of California; and

**WHEREAS**, , pursuant to Section 5788.7 of the Public Resources Code of the State of California, the Board of Directors of the Feather River Recreation and Park District at any regular meeting or properly noticed special meeting after the adoption of its final budget, the Board of Directors may adopt a resolution amending the budget and ordering the transfer of funds between categories, other than transfers from the restricted reserve for capital outlay and the restricted reserve for contingencies; and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District, pursuant to Section 5788.7 of the Public Resources Code, hereby adopt the Resolution approving the Final Budget for fiscal year 2017-2018.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 25<sup>th</sup> day of July 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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

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



**RESOLUTION NO. 1360-17**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AUTHORIZING THE GENERAL MANAGER TO PAY RIVERBEND PARK RESTORATION INVOICES DIRECTLY FROM THE BANK OF THE WEST IMPROVEMENT PROJECT FUND**

**WHEREAS**, current procedure for invoice payments states that all payments exceeding the amount of five thousand dollars must be authorized in advance by the Feather River Recreation and Park District Board of Directors; and

**WHEREAS**, the District hosts a Bank of the West Improvement Project Fund account; and

**WHEREAS**, the General Manager is requesting that the Feather River Recreation and Park District Board of Directors authorize the General Manager to Pay Riverbend Park Restoration Invoices directly to approved vendors; and

**WHEREAS**, the Board of Directors, after receiving the recommendation from the General Manager, agrees that it is in the best interest of the District to authorize the General Manager to approve payments for Riverbend Park Restoration Invoices directly from the Bank of the West Improvement Project Fund; and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District authorizes the General Manager to approve payments for Riverbend Park Restoration Invoices directly from the Bank of the West Improvement Project Fund.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 25<sup>th</sup> day of July 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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

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



**RESOLUTION NO. 1361-17**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$175,000 FROM THE MERCHANT CREDIT CARD ACCOUNT: BANK OF THE WEST TO THE GENERAL FUND ACCOUNT 2600**

**WHEREAS**, the General Manager has reviewed the finances of the District and recommends transferring \$175,000 from the Merchant Account at Bank of the West to the General Fund Account 2600; and

**WHEREAS**, the Board of Directors, after receiving the recommendation from the General Manager, agrees that it is in the best interest of the District to transfer non-Impact fee funds in the amount of \$175,000 from the Bank of the West Merchant Account to the General Fund Account 2600; and

**NOW THEREFORE, IT BE RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District approves the transferring of \$175,000 from the Bank of the West Merchant Account to the General Fund Account 2600.

**PASSED AND ADOPTED**, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 25<sup>th</sup> day of July 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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

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



RESOLUTION NO. 1362-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$261,517 FROM COUNTY ACCOUNTS: BENEFIT ASSESSMENT FUND 2610 TO THE GENERAL FUND ACCOUNT 2600

WHEREAS, the General Manager has reviewed the finances of the District and recommends transferring \$261,517 Benefit Assessment County Fund 2610 to the General Account County Fund 2600, recommends transferring the following:

Amount	From Fund	To Fund	County Codes
\$118,081	BAD 2610	General 2600	510 Salaries 2016-17 BAD Budget
\$143,436	BAD 2610	General 2600	520 Service/Supplies 2016-17 BAD Budget

WHEREAS, the Board of Directors, after receiving the recommendation from the General Manager, agrees that it is in the best interest of the District to transfer the above Benefit Assessment District funds in the amount of \$261,517 to the General Fund Account 2600; and

NOW THEREFORE, IT BE RESOLVED, that the Board of Directors of the Feather River Recreation and Park District approves the transferring of \$261,517 from the Benefit Assessment Fund 2610 to the General Fund Account 2600.

PASSED AND ADOPTED, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 25<sup>th</sup> day of July 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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

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



Feather River Recreation & Park District Business Manager Staff Report								MONTHLY ACTUAL VS. MONTHLY BUDGET					
								Annual Budget divided by "X" amount of months					
Compare Monthly May17-Jun17								YTD Jul-Jun17	MONTHLY	YTD			
Review Budget Over/Under								ACTUAL	BUDGET	Over	100%		
NOT FINAL JUN17 INCOME STATEMENT								TOTAL	12	(Under)	% used	Staff comments: Under/Over Budget	
Ordinary Income/Expense								MONTHS					
Income													
4100	· Tax Revenue	44,332	61,240	1,553,402	1,504,500	48,902	103%	1,553,402	1,504,500	48,902	103%	Have not received final county Jun17 reports.	
4150	· Tax Revenue (BAD)		18,345	255,479	261,517	(6,038)	98%	255,479	261,517	(6,038)	98%	It is note worthy to mention BAD has come in under enginerineer report's estimated tax revenue amount 2 years in a row.	
- Program Income													
4350	· Discounts & Credits	(588)	(588)	(7,163)	(8,000)	837	90%	(7,163)	(8,000)	837	90%		
4300	· Program Income	79,613	100,828	1,044,878	998,700	46,178	105%	1,044,878	998,700	46,178	105%	Jun17: Aquatics \$14k, Classes \$5k, Rentals \$7k Preschool \$28k, Camp \$25k, Gymnastics \$22k	
Total - Program Income								1,037,715	990,700	47,015	105%		
4400	· Donation & Fundraising Income		30	3,499	2,000	1,499	175%	3,499	2,000	1,499	175%		
4500	· Grant/Reimbursed Expense Income	25,855	3,309	41,251	2,000	39,251	2063%	41,251	2,000	39,251	2063%	YTD recap: \$141 credit card points Cash Reimburse. \$14,235 SBF Trail Project reimburse Melton Design. \$24K SBF Grant Nelson Irrigation \$875 conference/education scholarships. \$1k SDRMA reimburse Travel to conferences and CPR staff training. \$1K Fish/Wildlife Wildflower Event	
4501	· FEMA Riverbend Flooding Grant	1,658	47,463	121,077	0	0	0%	121,077	0	0	0%	Expected Reimbursement from FEMA Grant due to Riverbend Flooding: out of pocket costs covered by FEMA (including Ins Deductible).	
4600	· Other Income			963	0	963		963	0	963			
4900	· Interest Income			4,719	8,300	(3,581)	57%	4,719	8,300	(3,581)	57%		
4905	· Interest Income - BAD			193	1,000	(807)	19%	193	1,000	(807)	19%		
Total Income								3,018,298	2,770,017	248,281	109%		
Gross Profit								3,018,298	2,770,017	248,281	109%		
Expense													
- Payroll Expenses													
5010	· Wages & Salaries	98,013	111,313	1,227,173	1,299,713	(72,540)	94%	1,227,173	1,299,713	(72,540)	94%		
5020	· Employer Taxes	10,213	10,408	126,561	129,346	(2,785)	98%	126,561	129,346	(2,785)	98%		
5030	· Employee Benefits	9,841	9,840	120,982	138,629	(17,647)	87%	120,982	138,629	(17,647)	87%		
5040	· Workers Comp	3,545	3,769	44,621	50,202	(5,581)	89%	44,621	50,202	(5,581)	89%		
5060	· Labor/Benefits CIP Projects			(12,898)	(8,000)	(4,898)	161%	(12,898)	(8,000)	(4,898)	161%		
5061	· Labor OT Riverbend FEMA	(771)		(771)				(771)				Riverbend Flood- Maintenance Overtime pay, eligible for reimbursement FEMA/Insurance (moved expense to g/l 5101)	
Total - Payroll Expenses								1,505,668	1,609,890	(104,222)	94%	Maintenance Dept. is the bulk of payroll under budget amount: Maint. estimated \$71k under budget	
5031	· GASB 68 Benefit Expense			17,609	16,500	1,109	107%	17,609	16,500	1,109	107%		
5100	· Advertising & Promotion	299	277	5,953	10,000	(4,047)	60%	5,953	10,000	(4,047)	60%		
5101	· FEMA Riverbend Flood Expenses	1,658	47,508	58,710	0	0	0%	58,710	0	58,710	0%	All expenses FRRPD paid out of pocket due to Riverbend Flood, OT wages included	
5120	· Bank Fees	842	899	13,330	9,000	4,330	148%	13,330	9,000	4,330	148%	Under estimated bank fees during 2016-17 budget cycle, plus program revenue growth results in higher bank fees.	
5130	· Charitable Contributions			2,500	3,000	(500)	83%	2,500	3,000	(500)	83%		
5140	· Copying & Printing	812	1,713	11,672	21,000	(9,328)	56%	11,672	21,000	(9,328)	56%	New lease, less equipment = lower costs	
5155	· Employment New Hire Screen	220	122	3,470	3,700	(230)	94%	3,470	3,700	(230)	94%		
5160	· Dues, Mbrshps & Publications	232	372	11,570	12,000	(430)	96%	11,570	12,000	(430)	96%		
5170	· Education & Development	1,099	700	6,421	5,500	921	117%	6,421	5,500	921	117%	Jun17: 10 preschool teacher CPR training	
5175	· Equipment Rental	2,281	805	5,763	4,450	1,313	130%	5,763	4,450	1,313	130%	Jun17: \$520 Forklift rental. \$285 Chipper rental.	
- Equipment, Tools & Furn (<\$2k)													
5182	· Operating ET&F	827		827	5,000	(4,173)	17%	827	5,000	(4,173)	17%		

Feather River Recreation & Park District Business Manager Staff Report			annual budget					MONTHLY ACTUAL VS. MONTHLY BUDGET Annual Budget divided by "X" amount of months						
Compare Monthly May17-Jun17 Review Budget Over/Under			YTD	YTD	YTD	YTD		YTD Jul-Jun17	BUDGET	MONTHLY	YTD			
NOT FINAL JUN17 INCOME STATEMENT			May-17	Jun-17	TOTAL	Budget	(Under)	% used	ACTUAL	12	(Under)	% used	Staff comments: Under/Over Budget	
		5184 · Program ET&F	412	633	18,179	9,050	9,129	201%						Board approved non-budgeted expenditure \$14k operating expenditure/\$10k Fixed Assets Gymnastic equipment, total \$24k not budgeted
		5186 · Site/Shop ET&F	5,834	4,841	20,719	19,000	1,719	109%						
		5187 · Computers & Technology ET&F	2,017	1,028	5,626	12,000	(6,374)	47%	Jun17: Exchange server, server backup battery					Recreation software budgeted \$8k, and will not be spent in 2016-17. Software to be purchased 2017-18 and added to the Fixed Asset budget.
		<b>Total · Equipment, Tools &amp; Furn (&lt;\$2k)</b>	<b>9,090</b>	<b>6,502</b>	<b>45,351</b>	<b>45,050</b>	<b>301</b>	<b>101%</b>						
		5200 · Insurance			41,362	47,000	(5,638)	88%						Estimated YTD \$6k under budget, changed trampoline insurance.
		5225 · Postage & Delivery			3,026	2,300	726	132%						
		- Professional & Outside Svcs												
		5232 · Accounting			22,614	25,000	(2,386)	90%						
		5233 · Bands/Recreation		400	1,850	1,500	350	123%						
		5234 · Board Stipends	1,000	1,000	10,800	12,000	(1,200)	90%						
		5235 · Recreation Instructors	5,127	2,088	40,095	43,750	(3,655)	92%						
		5236 · Legal	428	113	13,800	20,000	(6,200)	69%						
		5237 · Contract Janitorial	5,050	5,050	60,080	49,600	10,480	121%						Board approved 7 days a week park restroom contract not budgeted, budgeted at 5 days per week. Over budget trend will continue.
		5239 · Outside Service Admin/Consult	1,405	5,835	54,471	91,000	(36,529)	60%						YTD \$12k. Melton Design, not budgeted- SBF to reimbursed FRRPD, see Grant Income to off set this expense. Additional under budget YTD \$40k related to no elections Nov16.
		<b>Total · Professional &amp; Outside Svcs</b>	<b>13,010</b>	<b>14,486</b>	<b>203,712</b>	<b>242,850</b>	<b>(39,138)</b>	<b>84%</b>						
		5250 · Rent			2,139	3,200	(1,061)	67%						
		- Repairs & Maintenance												
		5261 · Building R&M	5,156	194	23,498	35,000	(11,502)	67%						
		5262 · Equipment R&M	546	1,183	15,118	25,000	(9,882)	60%						
		5263 · General R&M	99	4,209	20,938	30,000	(9,062)	70%						
		5264 · Grounds R&M	6,379	2,957	24,149	65,000	(40,851)	37%						
		5265 · Janitorial Supplies	1,998	2,209	24,063	27,000	(2,937)	89%						
		5266 · Vandalism Repair	4,270	882	15,861	12,000	3,861	132%						
		5267 · Vehicle R&M	1,057	49	9,514	10,000	(486)	95%						Discussion regarding replacing several trucks should be a high priority during 2017-18 budget process. Maintenance on older trucks is becoming costly, leasing could be more cost effective.
		5268 · Aquatics Pool R&M	6,954	5,337	40,418	20,000	20,418	202%						
		5269 · Outside Contractor/Services R&M	5,579	1,260	17,785	6,000	11,785	296%						This account is combined with the entire R&M accounts are monitored as a whole. For all repairs and Maint. g/l, the total budget used as of 6/30/17 is under budget \$38k- related to no Riverbend field/grass maintenance and Nelson irrigation/field \$30k fixed asset project (operating budget did not expenses annual dirt/fertilizer/irrigation expenses)
		<b>Total · Repairs &amp; Maintenance</b>	<b>32,038</b>	<b>18,280</b>	<b>191,344</b>	<b>230,000</b>	<b>(38,656)</b>	<b>83%</b>						
		5270 · Security	155		3,963	6,000	(2,037)	66%						
		- Supplies - Consumable												
		5281 · Misc. Staff & Uniform Supplies	2,091	728	9,488	7,000	2,488	136%						Over budget- offset \$800 posted in donations for staff Xmas Party. \$1250 MOU clothing allowance not budgeted, adj to 2017-18 will reflect MOU clothing allowance in budget.
		5282 · Office Supplies	443	1,024	5,952	6,500	(548)	92%						
		5284 · Program Food	1,194	788	10,898	12,000	(1,102)	91%						
		5286 · Program Supplies	3,615	1,722	20,817	18,000	2,817	116%						Higher program revenue, resulted in higher program supply spending.
		5287 · Safety Supplies	334	375	3,115	2,300	815	135%						
		5289 · Site Supplies	445	260	2,029	2,500	(471)	81%						
		<b>Total · Supplies - Consumable</b>	<b>8,122</b>	<b>4,897</b>	<b>52,299</b>	<b>48,300</b>	<b>3,999</b>	<b>108%</b>						
		5290 · Taxes, Lic., Notices & Permits	(401)	(931)	4,597	6,000	(1,403)	77%	May17: April and May permit was refunded, State Water Resources stated it is not longer required. Melton Design is researching					
		5300 · Telephone/Internet	930	1,295	12,050	11,000	1,050	110%						

Feather River Recreation & Park District Business Manager Staff Report								MONTHLY ACTUAL VS. MONTHLY BUDGET									
								Annual Budget divided by "X" amount of months									
Compare Monthly May17-Jun17 Review Budget Over/Under								YTD	YTD	YTD	YTD	YTD Jul-Jun17	MONTHLY	YTD			
NOT FINAL JUN17 INCOME STATEMENT								May-17	Jun-17	TOTAL	Annual Budget	Over (Under)	100%	ACTUAL	BUDGET	Over (Under)	100%
								Staff comments: Expenses					TOTAL	12	(Under)	% used	Staff comments: Under/Over Budget
- Transportation, Meals & Travel																	
				5312 - Air, Lodging, Other Travel	20		2,256	2,000	256	113%		2,256	2,000	256	113%	Received reimbursement \$938 from SDRMA for travel to conferences during 2016-17 see g/l 4500- both hotel and mileage for eligible conferences.	
				5314 - Fuel	1,577	1,525	16,798	25,000	(8,202)	67%		16,798	25,000	(8,202)	67%		
				5316 - Meals (Traveling Conferences)		84	148	500	(352)	30%		148	500	(352)	30%		
				5318 - Mileage	192	147	2,983	4,800	(1,817)	62%		2,983	4,800	(1,817)	62%		
				Total - Transportation, Meals & Travel	1,789	1,756	22,185	32,300	(10,115)	69%		22,185	32,300	(10,115)	69%		
- Utilities																	
				5322 - Electric	8,183	13,253	103,814	105,000	(1,186)	99%		103,814	105,000	(1,186)	99%		
				5324 - Garbage	898	3,230	19,245	21,000	(1,755)	92%		19,245	21,000	(1,755)	92%		
				5326 - Gas/Propane	237	972	8,493	4,100	4,393	207%		8,493	4,100	4,393	207%	Dec16 received Gas bill for Oct/November Nelson pool. The budget for the pool heater is in Electric, not gas.	
				5328 - Sewer	141	240	3,764	4,600	(836)	82%		3,764	4,600	(836)	82%		
				5329 - Water	3,366	8,187	85,123	110,000	(24,877)	77%		85,123	110,000	(24,877)	77%	Under budget: Riverbend closure, wet season.	
				Total - Utilities	12,825	25,882	220,439	244,700	(24,261)	90%		220,439	244,700	(24,261)	90%		
				Total Expense	205,842	259,893	2,445,132	2,613,740	(168,608)	94%		2,445,132	2,613,740	(168,608)	94%		
				Total Profit (Loss)	(54,972)	(29,266)	573,166	156,277	416,889			573,166	156,277	416,889			
Other Income/Expense																	
Other Income																	
				4200 - Impact Fee Income	4,514	5,530	55,480					55,480	0				
				4910 - Interest Income - Impact Fees			1,058					1,058	0				
				9990 Gail (Loss) on Asset Disposal			0					0	0				
				Total Other Income	4,514	5,530	56,538					56,538	0				
Other Expense																	
				7000 Year End Adj Fair Value Adjustment			0					0					
				7210 - Debt Interest Expense	10,169	10,169	124,695	124,695				124,695	124,695				
				Total Other Expense	10,169	10,169	124,695	124,695				124,695	124,695				
				Net Other Income	(5,655)	(4,639)	(68,157)					(68,157)	0				
				Net Income	(60,627)	(33,905)	505,009	31,582				505,009	31,582				

Feather River Recreation & Park District  
Balance Sheet  
As of June 30, 2017

2:25 PM  
07/19/2017  
Accrual Basis

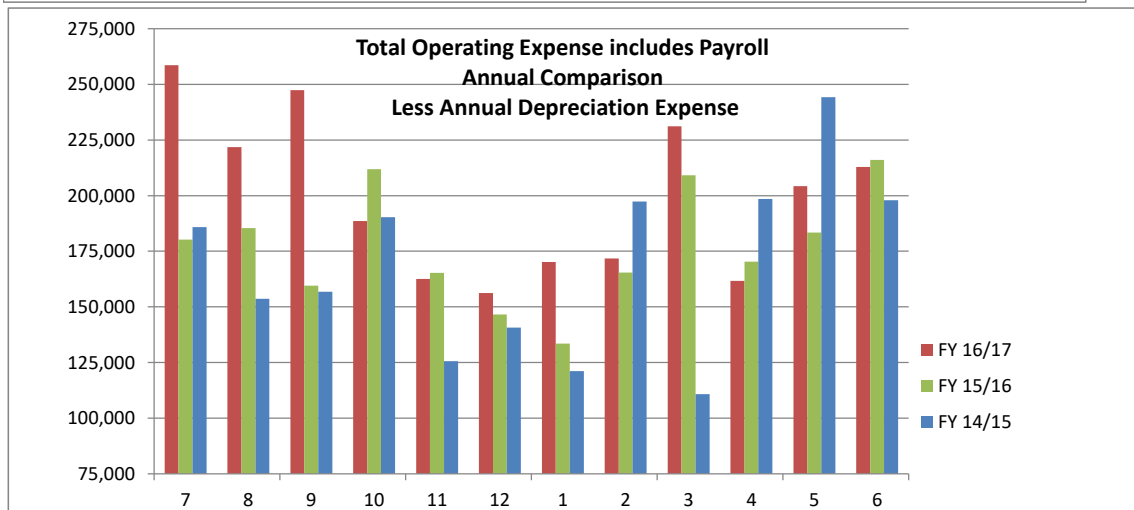
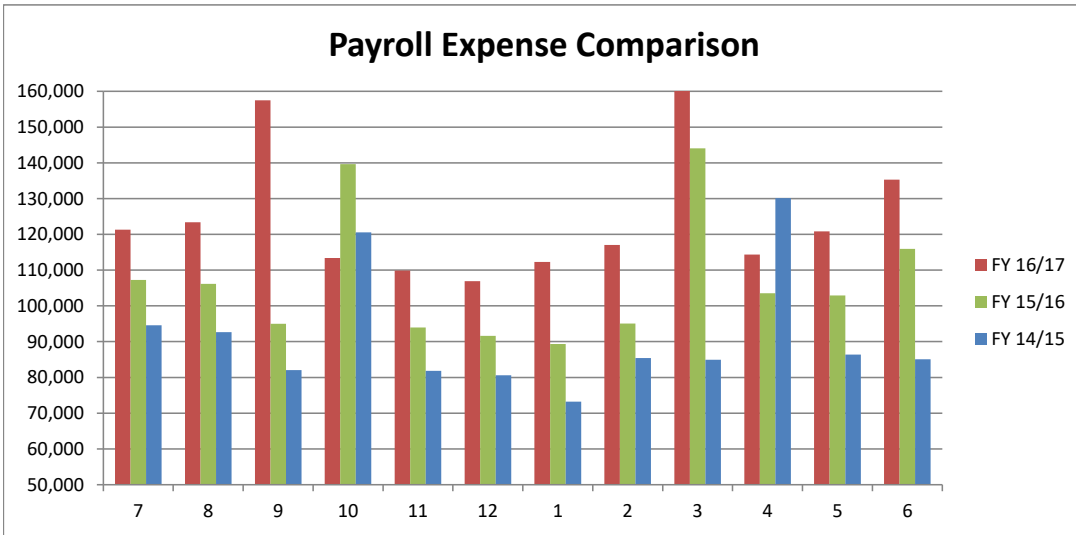
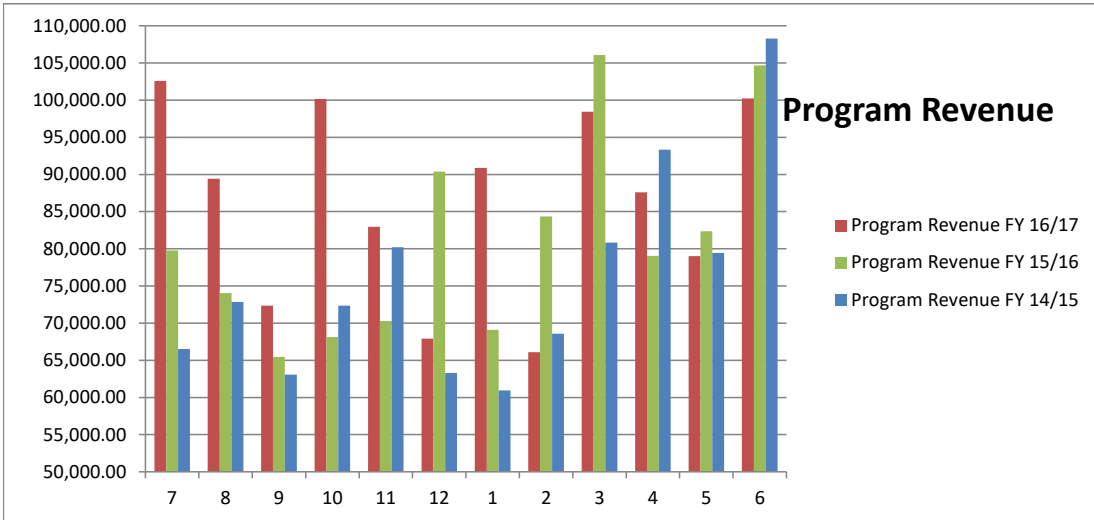
**SUBJECT TO CHANGE**  
**WAITING ON COUNTY REPORTS and YEAR-END ADJ**

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	770,795.89	1,126,260.97	-355,465.08	-31.56%
1010.2 - Treasury Cash - Reserve	243,594.00	298,594.00	-55,000.00	-18.42%
<b>Total 1010 - Treasury Cash</b>	<b>1,014,389.89</b>	<b>1,424,854.97</b>	<b>-410,465.08</b>	<b>-28.81%</b>
1020 - Imprest Cash	1,000.00	1,000.00	0.00	0.0%
1030 - BofW - Merchant Acct.	190,787.55	18,357.08	172,430.47	939.31%
1031 - BofW Project Checking	146.38	146.38	0.00	0.0%
1040 - Fund 2610 - BAD	285,280.37	29,608.18	255,672.19	863.52%
<b>1050 - Impact Fees</b>				
1051 - Impact - Parklands	163,995.40	119,491.38	44,504.02	37.25%
1052 - Impact - Public Use	52,485.93	49,616.65	2,869.28	5.78%
1053 - Impact - Aquatics	26,763.19	21,098.52	5,664.67	26.85%
<b>Total 1050 - Impact Fees</b>	<b>243,244.52</b>	<b>190,206.55</b>	<b>53,037.97</b>	<b>27.88%</b>
<b>Total Checking/Savings</b>	<b>1,734,848.71</b>	<b>1,664,173.16</b>	<b>70,675.55</b>	<b>4.25%</b>
<b>Accounts Receivable</b>				
1210 - Accounts Receivable	4,875.44	-5,677.33	10,552.77	185.88%
<b>Total Accounts Receivable</b>	<b>4,875.44</b>	<b>-5,677.33</b>	<b>10,552.77</b>	<b>185.88%</b>
<b>Other Current Assets</b>				
1301 - Merchant Credit Card Receivable	0.00	1,459.10	-1,459.10	-100.0%
1302 - FEMA Riverbend Claim A/R	121,076.50	0.00	121,076.50	100.0%
1310 - Miscellaneous Receivables	1,420.83	7,075.26	-5,654.43	-79.92%
1320 - Umpqua Bank Project Fund	241,800.00	241,800.00	0.00	0.0%
1321 - Bank of NY Holding Account	0.00	6.74	-6.74	-100.0%
<b>Total Other Current Assets</b>	<b>364,297.33</b>	<b>250,341.10</b>	<b>113,956.23</b>	<b>45.52%</b>
<b>Total Current Assets</b>	<b>2,104,021.48</b>	<b>1,908,836.93</b>	<b>195,184.55</b>	<b>10.23%</b>
<b>Fixed Assets</b>				
1410 - Land	627,494.00	627,494.00	0.00	0.0%
1420 - Buildings & Improvements	18,147,685.61	18,062,629.05	85,056.56	0.47%
1430 - Equipment & Vehicles	785,541.09	735,448.26	50,092.83	6.81%
<b>1440 - Construction in Progress</b>				
1446 - CIP Act Center Improvement AC99	7,022.70	0.00	7,022.70	100.0%
1447 - CIP Berry Creek Bathroom BC99	6,129.11	0.00	6,129.11	100.0%
<b>Total 1440 - Construction in Progress</b>	<b>13,151.81</b>	<b>0.00</b>	<b>13,151.81</b>	<b>100.0%</b>
1499 - Accumulated Depreciation	-5,455,785.08	-5,455,785.08	0.00	0.0%
<b>Total Fixed Assets</b>	<b>14,118,087.43</b>	<b>13,969,786.23</b>	<b>148,301.20</b>	<b>1.06%</b>
<b>Other Assets</b>				
1550 - GASB 68 CalPERS Valuation				
1551 - GASB68 Deferred Outflow Pension	59,598.00	59,598.00	0.00	0.0%
<b>Total 1550 - GASB 68 CalPERS Valuation</b>	<b>59,598.00</b>	<b>59,598.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Other Assets</b>	<b>59,598.00</b>	<b>59,598.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL ASSETS</b>	<b>16,281,706.91</b>	<b>15,938,221.16</b>	<b>343,485.75</b>	<b>2.16%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 - Accounts Payable	83,669.88	45,363.89	38,305.99	84.44%
<b>Total Accounts Payable</b>	<b>83,669.88</b>	<b>45,363.89</b>	<b>38,305.99</b>	<b>84.44%</b>
<b>Credit Cards</b>				
2300 - Credit Cards Payable				
2335 - BofW CC 2122 GM	-60.84	918.56	-979.40	-106.62%
2337 - BoW CC 4607 Preschool	374.43	534.32	-159.89	-29.92%
2338 - BoW CC 6280 Maintenance	107.94	0.00	107.94	100.0%
2339 - BoW CC 8111 General	0.00	25.80	-25.80	-100.0%

Feather River Recreation & Park District  
Balance Sheet  
As of June 30, 2017

2:25 PM  
07/19/2017  
Accrual Basis

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
<b>SUBJECT TO CHANGE</b>				
<b>WAITING ON COUNTY REPORTS and YEAR-END ADJ</b>				
Total 2300 - Credit Cards Payable	421.53	1,478.68	-1,057.15	-71.49%
2350 - Supplier Accounts				
2351 - Better Deal Exchange	36.55	0.00	36.55	100.0%
2352 - Staples	379.73	0.00	379.73	100.0%
2354 - Home Depot	439.99	820.53	-380.54	-46.38%
2357 - Tractor Supply	-173.53	0.00	-173.53	-100.0%
Total 2350 - Supplier Accounts	682.74	820.53	-137.79	-16.79%
Total Credit Cards	1,104.27	2,299.21	-1,194.94	-51.97%
Other Current Liabilities				
2100 - Payroll Liabilities				
2160 - Workers Comp Payable	9,342.60	-1,184.39	10,526.99	888.81%
2187 - Aflac Payable	0.00	922.54	-922.54	-100.0%
2199 - Accrued Leave Payable	32,234.16	26,077.44	6,156.72	23.61%
Total 2100 - Payroll Liabilities	41,576.76	25,815.59	15,761.17	61.05%
2410 - Gift Certificate Liability	190.00	155.00	35.00	22.58%
Total Other Current Liabilities	41,766.76	25,970.59	15,796.17	60.82%
Total Current Liabilities	126,540.91	73,633.69	52,907.22	71.85%
Long Term Liabilities				
2955 - Umpqua Bank Tax Exempt Bond A	3,445,750.00	3,637,186.00	-191,436.00	-5.26%
2960 - Umpqua Bank Taxable Bond B	188,000.00	211,000.00	-23,000.00	-10.9%
2975 - GASB 68 CalPERS Liab Valuation				
2976 - GASB 68 Deferred Inflow Pension	147,641.00	147,641.00	0.00	0.0%
2977 - GASB 68 Net Pension Liability	522,135.00	522,135.00	0.00	0.0%
Total 2975 - GASB 68 CalPERS Liab Valuation	669,776.00	669,776.00	0.00	0.0%
Total Long Term Liabilities	4,303,526.00	4,517,962.00	-214,436.00	-4.75%
Total Liabilities	4,430,066.91	4,591,595.69	-161,528.78	-3.52%
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	11,217,061.82	11,217,061.82	0.00	0.0%
3040 - General Fund Balance	-111,251.09	-313,657.86	202,406.77	64.53%
3050 - Benefit Assessment District	29,608.18	29,608.18	0.00	0.0%
3060 - Impact Fees (general)	190,206.56	190,206.56	0.00	0.0%
Net Income	505,014.53	202,406.77	302,607.76	149.51%
Total Equity	11,851,640.00	11,346,625.47	505,014.53	4.45%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,281,706.91</b>	<b>15,938,221.16</b>	<b>343,485.75</b>	<b>2.16%</b>



- 2016-17 Jul16 Operating expense includes \$17k 100% GASB, previous year expensed monthly
- 2016-17 Operating expenses includes \$35k Insurance, previous year expensed monthly
- 2016-17 Dec15 Revenue included \$19k Gym Meet & \$8k Youth Sports.
- 2016-17 Gym Meet Revenue posted Oct16 & Youth Sport revenue will post in Jan17
- 2017-18 Revenue and Expenses do not include FEMA Riverbend accounts



Feather River Recreation & Park District Income Statement 2016-17 f/year													ANNUAL BUDGET COMPARISON				MONTHLY ACTUAL VS. MONTHLY BUDGET			
													YTD	YTD	YTD	YTD	Annual Budget divided by "X" amount of months			
Jun-17													TOTAL	Annual Budget	Over (Under)	100% % used	Actual YTD	Budget	MONTHLY Over (Under)	YTD 100% % used
SUBJECT TO CHANGE: Not final. Waiting on Jun17 County reports													TOTAL	Budget	(Under)	% used	TOTAL	12 MONTHS	(Under)	% used
Ordinary Income/Expense																				
Income																				
4100 - Tax Revenue													1,553,402	1,504,500	48,902	103%	1,553,402	1,504,500	48,902	103%
4150 - Tax Revenue (BAD)													255,479	261,517	(6,038)	98%	255,479	261,517	(6,038)	98%
- Program Income																				
4350 - Discounts & Credits													(7,163)	(8,000)	837	90%	(7,163)	(8,000)	837	90%
4300 - Program Income													1,044,878	998,700	46,178	105%	1,044,878	998,700	46,178	105%
Total - Program Income													1,037,715	990,700	47,015	105%	1,037,715	990,700	47,015	105%
4400 - Donation & Fundraising Income													3,499	2,000	1,499	175%	3,499	2,000	1,499	175%
4500 - Grant/Reimbursed Expense Income													41,251	2,000	39,251	2063%	41,251	2,000	39,251	2063%
4501 - FEMA Riverbend Flooding Grant													121,077				121,077			
4600 - Other Income													963	0	963		963	0	963	
4900 - Interest Income													4,719	8,300	(3,581)	57%	4,719	8,300	(3,581)	57%
4905 - Interest Income - BAD													193	1,000	(807)	19%	193	1,000	(807)	19%
Total Income													3,018,298	2,770,017	248,281	109%	3,018,298	2,770,017	248,281	109%
Gross Profit													3,018,298	2,770,017	248,281	109%	3,018,298	2,770,017	248,281	109%
Expense																				
- Payroll Expenses																				
5010 - Wages & Salaries													1,227,173	1,299,713	(72,540)	94%	1,227,173	1,299,713	(72,540)	94%
5020 - Employer Taxes													126,561	129,346	(2,785)	98%	126,561	129,346	(2,785)	98%
5030 - Employee Benefits													120,982	138,629	(17,647)	87%	120,982	138,629	(17,647)	87%
5040 - Workers Comp													44,621	50,202	(5,581)	89%	44,621	50,202	(5,581)	89%
5060 Labor/Benefits CIP Projects													(12,898)	(8,000)	(4,898)	161%	(12,898)	(8,000)	(4,898)	161%
5060 Labor OT Riverbend FEMA													(771)	(771)			(771)	(771)		
Total - Payroll Expenses													1,505,668	1,609,890	(104,222)	94%	1,505,668	1,609,890	(104,222)	94%
5031 GASB 68 Benefit Expense													17,609	16,500	1,109	107%	17,609	16,500	1,109	107%
5100 - Advertising & Promotion													5,953	10,000	(4,047)	60%	5,953	10,000	(4,047)	60%
5102 - FEMA Riverbend Flood Expenses													58,710				58,710			
5120 - Bank Fees													13,331	9,000	4,331	148%	13,331	9,000	4,331	148%
5130 - Charitable Contributions													2,500	3,000	(500)	83%	2,500	3,000	(500)	83%
5140 - Copying & Printing													11,672	21,000	(9,328)	56%	11,672	21,000	(9,328)	56%
5155 - Employment New Hire Screen													3,470	3,700	(230)	94%	3,470	3,700	(230)	94%
5160 - Dues, Mbrshps & Publications													11,570	12,000	(430)	96%	11,570	12,000	(430)	96%
5170 - Education & Development													6,421	5,500	921	117%	6,421	5,500	921	117%
5175 - Equipment Rental													5,763	4,450	1,313	130%	5,763	4,450	1,313	130%
- Equipment, Tools & Furn (<\$2k)																				
5182 - Operating ET&F													827	5,000	(4,173)	17%	827	5,000	(4,173)	17%
5184 - Program ET&F													18,179	9,050	9,129	201%	18,179	9,050	9,129	201%
5186 - Site/Shop ET&F													20,719	19,000	1,719	109%	20,719	19,000	1,719	109%
5187 - Computers & Technology ET&F													5,626	12,000	(6,374)	47%	5,626	12,000	(6,374)	47%
Total - Equipment, Tools & Furn (<\$2k)													45,351	45,050	301	101%	45,351	45,050	301	101%
5200 - Insurance													41,362	47,000	(5,638)	88%	41,362	47,000	(5,638)	88%
5225 - Postage & Delivery													3,026	2,300	726	132%	3,026	2,300	726	132%
- Professional & Outside Svcs																				
5232 - Accounting													22,614	25,000	(2,386)	90%	22,614	25,000	(2,386)	90%
5233 - Bands/Recreation													1,850	1,500	350	123%	1,850	1,500	350	123%
5234 - Board Stipends													10,800	12,000	(1,200)	90%	10,800	12,000	(1,200)	90%
5235 - Recreation Instructors													40,095	43,750	(3,655)	92%	40,095	43,750	(3,655)	92%
5236 - Legal													13,800	20,000	(6,200)	69%	13,800	20,000	(6,200)	69%
5237 - Contract Janitorial													60,080	49,600	10,480	121%	60,080	49,600	10,480	121%
5239 - Outside Service Admin/Consult													54,471	91,000	(36,529)	60%	54,471	91,000	(36,529)	60%
Total - Professional & Outside Svcs													203,710	242,850	(39,140)	84%	203,710	242,850	(39,140)	84%
5250 - Rent													2,139	3,200	(1,061)	67%	2,139	3,200	(1,061)	67%
- Repairs & Maintenance																				
5261 - Building R&M													23,498	35,000	(11,502)	67%	23,498	35,000	(11,502)	67%
5262 - Equipment R&M													15,118	25,000	(9,882)	60%	15,118	25,000	(9,882)	60%
5263 - General R&M													20,938	30,000	(9,062)	70%	20,938	30,000	(9,062)	70%
5264 - Grounds R&M													24,149	65,000	(40,851)	37%	24,149	65,000	(40,851)	37%
5265 - Janitorial Supplies													24,063	27,000	(2,937)	89%	24,063	27,000	(2,937)	89%
5266 - Vandalism Repair													15,861	12,000	3,861	132%	15,861	12,000	3,861	132%
5267 - Vehicle R&M													9,514	10,000	(486)	95%	9,514	10,000	(486)	95%
5268 - Aquatics Pool R&M													40,418	20,000	20,418	202%	40,418	20,000	20,418	202%
5269 - Outside Contractor/Services R&M													17,785	6,000	11,785	296%	17,785	6,000	11,785	296%
Total - Repairs & Maintenance													191,344	230,000	(38,656)	83%	191,344	230,000	(38,656)	83%
5270 - Security													3,963	6,000	(2,037)	66%	3,963	6,000	(2,037)	66%
- Supplies - Consumable																				
5281 - Misc Staff & Uniform Supplies													9,488	7,000	2,488	136%	9,488	7,000	2,488	136%
5282 - Office Supplies													5,952	6,500	(548)	92%	5,952	6,500	(548)	92%
5284 - Program Food													10,898	12,000	(1,102)	91%	10,898	12,000	(1,102)	91%
5286 - Program Supplies													20,817	18,000	2,817	116%	20,817	18,000	2,817	116%
5287 - Safety Supplies													3,115	2,300	815	135%	3,115	2,300	815	135%
5289 - Site Supplies													2,029	2,500	(471)	81%	2,029	2,500	(471)	81%
Total - Supplies - Consumable													52,299	48,300	3,999	108%	52,299	48,300	3,999	108%
5290 - Taxes, Lic., Notices & Permits													4,597	6,000	(1,403)	77%	4,597	6,000	(1,403)	77%
5300 - Telephone/Internet													12,050	11,000	1,050	110%	12,050	11,000	1,050	110%
- Transportation, Meals & Travel																				
5312 - Air, Lodging, Other Travel													2,256	2,000	256	113%	2,256	2,000	256	113%
5314 - Fuel													16,798	25,000	(8,202)	67%	16,798	25,000	(8,202)	67%
5316 - Meals													148	500	(352)	30%	148	500	(352)	30%
5318 - Mileage													2,983	4,800	(1,817)	62%	2,983	4,800	(1,817)	62%
Total - Transportation, Meals & Travel													22,185	32,300	(10,115)	69%	22,185	32,300	(10,115)	69%
- Utilities																				





## Feather River Recreation & Park District Detail Fixed Asset & Bonds

As of June 30, 2017

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07/13/2017

Accrual Basis

Date	Source Name	Memo	Amount	Balance
<b>1302 - FEMA Riverbend Claim A/R</b>				<b>73,613.63</b>
06/01/2017	Melton Design Group	RIVERBEND FLOOD ASSESSMENT	4,850.37	78,464.00
06/01/2017	Inside Out Designs	PARK SAFETY SIGNS	208.60	78,672.60
06/19/2017	Melton Design Group	ADA COMPLIANCE CONSTULTING RB	7,500.00	86,172.60
06/21/2017	Fastenal	SAFETY VEST 6/23/17 PHASE I RB	284.01	86,456.61
06/22/2017	Fastenal	HARD HATS PHASE I RB 6/23/17	226.12	86,682.73
06/22/2017	Melton Design Group	FLOOD ASSESSMENT MELTON	7,486.78	94,169.51
06/23/2017	Franklin Construction, Inc	12 LOADS CONCRETE DISPOSAL RIVERBEND CLEANUP	600.00	94,769.51
06/23/2017	Recology Butte Colusa Counties	5 LOADS GARBAGE RIVERBEND FLOOD DEBRIS CLEANUP	378.24	95,147.75
06/23/2017	S.E.C. 5 Private Security	OVERNIGHT HEAVY EQUIP SECURITY 6/23/17 PHASE 1	280.00	95,427.75
06/23/2017	Cresco Equipment Rentals	EQUIPMENT RENTAL DEBRIS REMOVAL	1,676.48	97,104.23
06/27/2017	Inside Out Designs	SAFETY UNEVEN PAVEMENT SIGNS	308.88	97,413.11
06/29/2017	Applied Landscape, Inc.	RIVERBEND REPLACE PLAYGROUND WOOD CHIPS	8,437.31	105,850.42
06/29/2017	Home Depot	FLOOD REPAIR	247.39	106,097.81
06/30/2017	Better Deal Exchange	BOLTS RIVERBEND	11.57	106,109.38
06/30/2017	Home Depot	FLOOD REPAIR PLAYSTRUCTURE	40.57	106,149.95
06/30/2017	Sharp's Locksmithing	LOCKS PARK CLOSED AREAS	926.55	107,076.50
06/30/2017	Richter Construction, Inc.	DEBRIS REMOVAL TO OPEN PARK 6/29/17 AND 6/28/17	14,000.00	121,076.50
Total 1302 - FEMA Riverbend Claim A/R			47,462.87	121,076.50
<b>1320 - Umpqua Bank Project Fund</b>				<b>241,800.00</b>
Total 1320 - Umpqua Bank Project Fund				241,800.00
<b>1410 - Land</b>				<b>627,494.00</b>
Total 1410 - Land				627,494.00
<b>1420 - Buildings &amp; Improvements</b>				<b>18,147,685.61</b>
Total 1420 - Buildings & Improvements				18,147,685.61
<b>1430 - Equipment &amp; Vehicles</b>				<b>778,111.46</b>
06/16/2017	Oroville Power Equipment	52" mower Husqvarna Comm ZT 22HP KAWI	4,996.20	783,107.66
06/18/2017	Mazes Consulting	DELL POWER EDGE T130 SERVER	2,433.43	785,541.09
Total 1430 - Equipment & Vehicles			7,429.63	785,541.09
<b>1440 - Construction in Progress</b>				<b>13,151.81</b>
<b>1446 - CIP Act Center Improvement AC99</b>				<b>7,022.70</b>
Total 1446 - CIP Act Center Improvement AC99				7,022.70
<b>1447 - CIP Berry Creek Bathroom BC99</b>				<b>6,129.11</b>
Total 1447 - CIP Berry Creek Bathroom BC99				6,129.11
Total 1440 - Construction in Progress				13,151.81
<b>2955 - Umpqua Bank Tax Exempt Bond A</b>				<b>-3,445,750.00</b>
Total 2955 - Umpqua Bank Tax Exempt Bond A				-3,445,750.00
<b>2960 - Umpqua Bank Taxable Bond B</b>				<b>-188,000.00</b>
Total 2960 - Umpqua Bank Taxable Bond B				-188,000.00

Feather River Recreation & Park District  
 Check Register  
 June 2017

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 07/13/2017  
 Accrual Basis

Date	Num	Name	Memo	Credit
<b>1010 - Treasury Cash</b>				
<b>1010.1 - Treasury Cash - General</b>				
06/01/2017	79348	Aflac	JRF86 MAY17 AFLAC	1,028.50
06/01/2017	79349	Blue Shield of California	4004625 JUN17 PREMIUMS	5,915.53
06/01/2017	79350	Humana Insurance Co.	657103-001 JUN17 PREMIUMS	75.60
06/01/2017	79351	Premier Access	1000548827 JUN17 PREMIUMS	947.47
06/01/2017	79352	Bankcard Center	STATEMENT 4607	397.83
06/01/2017	79353	Accularm Security System	SERVICE CALL OFFICE MOTION SHOP	57.50
06/01/2017	79354	Bankcard Center	STATEMENT 6280	996.49
06/01/2017	79355	Carter Law Office	LEGAL SERVICES	427.50
06/01/2017	79356	Home Depot	HOME DEPOT STATEMENT	3,317.19
06/01/2017	79357	Limey Tees	CAMP AND STAFF T-SHIRTS	945.15
06/01/2017	79358	Mireless, Martha	ADJ 5/25/17 P/R, EMPLOYEE ADVANCE	282.94
06/01/2017	79359	North Yuba Water District	2695 FBT WATER MAR-MAY17	49.00
06/01/2017	79360	P.G. & E.	PGE ALL LOCAITONS 4/24/17-5/22/17	8,419.77
06/01/2017	79361	Ramage, Apryl	MILEAGE SAC CONFERENCE	72.76
06/01/2017	79362	Recology Butte Colusa Counties	TRASH	898.10
06/01/2017	79363	Sac-Val Janitorial	JANITORIAL SUPPLIES PARKS	976.92
06/01/2017	79364	South Feather Water & Power	007771-000	38.98
06/01/2017	79365	Team Slideline	SCHEDULER SOFTWARE	599.00
06/01/2017	79366	Tractor Supply Co.	MAY17 STATMENT	733.54
06/01/2017	79367	YMCA of Superior California	2 LIFEGUARD RECERTS- STAFF TO REIMBR FRRPD	60.00
06/08/2017	79368	Carter, Marcia	BOD MONTHLY STIPEND	200.00
06/08/2017	79369	Emberland, Gary	MONTHLY BOD STIPEND	200.00
06/08/2017	79370	Fowler, Scott Kent	MONTHLY BOD STIPEND	200.00
06/08/2017	79371	Noble, Don	MONTHLY BOD STIPEND	200.00
06/08/2017	79372	Smith, Victoria	MONTHLY BOD STIPEND	200.00
06/08/2017	79373	All Metals Supply, Inc.	RIVERBEND GATE/ELEC BOX	518.70
06/08/2017	79374	All Things Carpet & Upholstery	PARKS RESTROOMS JANITORIAL	5,050.00
06/08/2017	79375	Aramark	UNIFORMS	207.52
06/08/2017	79376	Cintas	JANITORIAL SUPPLIES	953.44
06/08/2017	79377	Cresco Equipment Rentals	FORKLIFT/CHIPPER RENTAL	993.93
06/08/2017	79378	Dan's Electrical Supply	ELECTRICIAN	746.30
06/08/2017	79379	Endeavor Homes, Inc.	LUMBER	236.05
06/08/2017	79380	Ewing	FIELD PREP	5,536.07
06/08/2017	79381	Fastenal	AC PORTA, MISC TOOLS/SUPPLIES	5,782.62
06/08/2017	79382	Industrial Power Products	SUPPLIES	138.71
06/08/2017	79383	Inside Out Designs	PARK CLOSED SIGN	77.22
06/08/2017	79384	Limey Tees	LIFEGUARD UNIFORMS	754.18
06/08/2017	79385	Lincoln Equipment, Inc.	POOL CHEMICALS	5,045.50
06/08/2017	79386	Meltal Works	TRAILER TIE DOWNS	85.82
06/08/2017	79387	MJB Welding Supply	BANDSAW, WELDING SUPPLIES	1,394.51
06/08/2017	79388	Oroville Power Equipment	REPLACE GENERATOR	1,210.79
06/08/2017	79389	Rental Guys, Inc.	BOOM LIFT RENTAL	1,612.58
06/08/2017	79390	Riebes Auto Parts	TRUCK REPAIR	50.34
06/08/2017	79391	Roto-Rooter	TOILET REPAIR	135.00
06/08/2017	79392	Sharp's Locksmithing	LOCKS, KEYS	320.30
06/08/2017	79393	Strang Electric & Pump	ELECTRICIAN	7,010.00
06/08/2017	79394	Bale, Jazmin	CONTRACT LIFEGUARD	254.00
06/08/2017	79395	Crooker, Taylor	CONTRACT LIFEGUARD	162.00
06/08/2017	79396	Dopson, Michael	CONTRACT LIFEGUARD	250.00
06/08/2017	79397	Mullen, Taryn	CONTRACT LIFEGUARD	199.00
06/08/2017	79398-79498	PAYROLL	PAYROLL ITEMS	40,725.03
06/22/2017	79499	Brazda, Kevin	CELL REIMBR	50.00
06/22/2017	79500	Carter, Shaw	CELL PHONE	40.00
06/22/2017	79501	Danner, Eric	DOJ REIMBR	68.00
06/22/2017	79502	DePetro, Olivia	DOJ REIMBR	52.00
06/22/2017	79503	Gorman, T.	CELL PHONE REIMBR	30.00
06/22/2017	79504	Gray, Jason	MONTHLY CELL REIMBR	30.00
06/22/2017	79505	Peltzer, Deborah	CELL PHONE REIMBR	30.00
06/22/2017	79506	Quigley, G.	CELL PHONE REIMBR	30.00
06/22/2017	79507	Ramirez, Zerimar	MONTHLY CELL REIMBR	30.00

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Date	Num	Name	Memo	Credit
06/22/2017	79508	Sinor, Nina	CELL PHONE REIMBR	40.00
06/22/2017	79509	Teague, Victoria	CELL/MILEAGE REIMBR	115.97
06/22/2017	79510	Terry, Kayla.	CELL/MILEAGE REIMBR	58.76
06/22/2017	79511	Tomlinson, Alyssa	MILEAGE SAC CONFERENCE	75.97
06/22/2017	79512	Valencia Estela	CELL REIMBR	40.00
06/22/2017	79513	Valencia Justin	CELL PHONE REIMBR	30.00
06/22/2017	79514	Vang, H.	CELL PHONE REIMBR	30.00
06/22/2017	79515	Vasquez, Sam.	CELL PHONE REIMBR	30.00
06/22/2017	79516	VOID	void check 79516	0.00
06/22/2017	79517	Dobis,olan	6/24/17 BAND PERFORMANCE	100.00
06/22/2017	79518	Johnson, Brett	6/29/17 BAND PERFORMANCE	100.00
06/22/2017	79519	Bankcard Center	MAY17 STATEMENT 8111	3,232.29
06/22/2017	79520	Better Deal Exchange	Acct#701960	718.90
06/22/2017	79521	Dawson Oil Company	62765 FUEL	1,576.66
06/22/2017	79522	Enterprise-Record	RFB AD FOAM PIT/GYM	402.70
06/22/2017	79523	Fairhill Backflow	BACKFLOW TESTS PARK/ACT CENTER	360.00
06/22/2017	79524	Feather River Recreation & Park District	REPLENISH PETTY CASH	797.30
06/22/2017	79525	First Responder Medical Services, Inc.	FIRST AID/CPR TRAINING 10 STAFF	650.00
06/22/2017	79526	Gutierrez, Vanessa	REFUND COED SOCCER	200.00
06/22/2017	79527	Hobbs Pest Solutions, Inc.	PEST CONTROL ACT CENTER	75.00
06/22/2017	79528	Home Depot	HOME DEPOT STATEMENT	4,599.98
06/22/2017	79529	Melton Design Group	SBF TRAIL PROJECT	583.63
06/22/2017	79530	Nelson, Angela	REFUND SPORTY ALLSTARS CANCELED	100.00
06/22/2017	79531	Northstar Engineering	FOAM PIT BID PACKAGE	1,045.00
06/22/2017	79532	Riebes Auto Parts	OIL/COOLANT/BELT	158.50
06/22/2017	79533	Sharp's Locksmithing	REPLACE LOCKS MLK	176.16
06/22/2017	79534	Staples	MAY17 STATEMENT	834.74
06/22/2017	79535	TWSD	4-112.01 WATER NELSON	1,336.66
06/22/2017	79536	U.S. Bank Equipment Finance	COPIER LEASE/USAGE	812.17
06/22/2017	79537	Wal-Mart Community	JUN17 STATEMENT 1712	188.00
06/22/2017	79538	ODonnell, Margaret	6/22/17 BAND PERFORMANCE	100.00
06/22/2017	79539	Norcal North Valley Group	ANNUAL NEWSPAPER SUBSCRIPTION	136.31
06/22/2017	79540	Verizon Wireless	WIRELESS PHONES	73.51
06/22/2017	79541	Krause, Caitlyn	DOJ REIMBR	52.00
06/22/2017	79542	AT&T - Calnet	530 675 2675 093 5 FBT1 ALARM PHONE	49.32
06/22/2017	79543	AT&T - Calnet	530 533 5822 578 2 PHONE ALARM	44.85
06/22/2017	79544	AT&T - Calnet	530 533 0636 577 1	46.16
06/22/2017	79545	AT&T - Calnet	530 533 9116 683 7 PHONE ALARM	47.21
06/22/2017	79546-79646	PAYROLL	PAYROLL ITEMS	56,423.45
06/29/2017	79647	Comcast	Acct# 8155 60 019 0233893	223.82
06/29/2017	79648	All Things Carpet & Upholstery	PARKS RESTROOMS JANITORIAL	5,050.00
06/29/2017	79649	Bankcard Center	STATEMENT 2122	1,442.31
06/29/2017	79650	Calif. Water Service	Acct 520857777 5/11/17-6/9/17	6,932.88
06/29/2017	79651	Carter Law Office	LEGAL SERVICE	112.50
06/29/2017	79652	Comcast	Acct#8155600190189780 PHONE/INTERENT	345.27
06/29/2017	79653	Fremouw Environmental Services, Inc	BARREL REMOVAL SHOP	2,100.37
06/29/2017	79654	Intuit	2000 CHECKS GEN FUND	530.00
06/29/2017	79655	Mazes Consulting	EXCHANGE SERVER, BACKUP	4,349.24
06/29/2017	79656	Melton Design Group	SBF FUNDED, TRAIL PROJECT	1,663.19
06/29/2017	79657	Vasquez, Sam.	MILEAGE REIMBR	35.79
06/29/2017	79658	All Metals Supply, Inc.	SUPPLIES	158.64
06/29/2017	79659	Aramark	UNIFORMS	308.95
06/29/2017	79660	Avery's	OIL CHANGE 2007 DODGE	48.97
06/29/2017	79661	Builders Fence Co, Inc.	KIDDIE POOL FENCE, REPAIRS	2,381.96
06/29/2017	79662	CED - Chico	LIGHT BULBS	107.25
06/29/2017	79663	Cintas	JANITORIAL SUPPLIES	882.63
06/29/2017	79664	Cox Glass	REPAIR VAN WINDOW	272.11
06/29/2017	79665	Cresco Equipment Rentals	SPIDER BOX	256.64
06/29/2017	79666	Dan's Electrical Supply	SPIDER BOX CORD PLUGS	563.95
06/29/2017	79667	Del-Mar Rental & Landscape Supply	PLANTING SOIL	333.28
06/29/2017	79668	Fastenal	SAFETY SUPPLIES	598.89
06/29/2017	79669	Franklin Construction, Inc	RIVERBEND DEBRIS DISPOSAL	600.00

**Feather River Recreation & Park District**  
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Date	Num	Name	Memo	Credit
06/29/2017	79670	Inside Out Designs	PARK WATCH HATS	748.07
06/29/2017	79671	Lincoln Equipment, Inc.	POOL CHEMICALS	4,259.16
06/29/2017	79672	MJB Welding Supply	WELDING TIPS	27.24
06/29/2017	79673	Oroville Power Equipment	MOWER REPLACEMENT, SUPPLIES	5,498.37
06/29/2017	79674	Rental Guys, Inc.	RENT FORKLIFT	519.99
06/29/2017	79675	RJ Thomas Mfg., Inc.	BBQS AND TABLES	3,011.00
06/29/2017	79676	Roto-Rooter	CLOGGED DRAIN	135.00
06/29/2017	79677	S.E.C. 5 Private Security	HEAVY EQUIP SECURITY 6/23/17 PHASE 1	280.00
06/29/2017	79678	South Feather Water & Power	007771-000	59.14
06/29/2017	79679	Strang Electric & Pump	ELECTRICIAN	825.00
06/29/2017	79680	Sunrise Environmental Scientific	GRAFITTI REMOVER, JANITORIAL SUPPLIES	1,386.01
06/29/2017	79681	Bankcard Center	STATEMENT 6280	1,231.19
06/29/2017	79682	Bankcard Center	STATEMENT 4607	1,876.39
06/28/2017	79683	PAYROLL	REPLACE VOIDED/LOST P/R CHECK 79610	333.03
Total 1010.1 - Treasury Cash - General				<u>231,978.81</u>
Total 1010 - Treasury Cash				<u>231,978.81</u>
<b>TOTAL</b>				<b><u>231,978.81</u></b>



## June 2017 Staff Reports

### Executive Assistant-Victoria Anton-Teague

June was very busy. The 2017 Concerts in Park series kicked off on June 15<sup>th</sup> at MLK Park and park reservations have picked up now that summer has begun. Marketing Staff attended C.A.S.T. for Kids and Juneteenth events to promote District programs and upcoming events. I attended meetings regarding the relocation of the Oroville Independence Day Fireworks celebration and assisted in the planning and organization of utilizing Nelson Complex as a viewing area. I assisted the Parks Supervisor in the scheduling and implementing interviews for multiple utility worker positions. I also assisted the General Manager in the planning and organization of the Phase 1 Riverbend Park Cleanup Project. The General Manager worked around-the-clock to partner with many local agencies to make the cleanup and the reopening of the park possible. The cleanup was a huge success!

Daily operations were successful. I attended monthly Oroville Tourism and Oroville Downtown Business Association committee meetings as a District Representative. The District is now accepting applications for a new Marketing Specialist and will be conducting interviews in July to hire for the position.

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

Summer camp was off to a good start. The first week of camp we had about 80 children enrolled. We have a total of 12 Rec leaders working summer camp. The children enjoyed field trips to the aquatic centers, Butte county library, Feather River Cinemas and the swimming pool. Themes this month were Friendship and Knowledge of Power. As part of the Cal Kids program, our summer camp children are served morning breakfast and Lunch at no cost. Preschool staff has been moving large items to the storage containers. We have deep cleaned and organized our curriculum room. Preschool children have been enjoying fun water play days in the mornings on Wednesday and Friday.

### Gymnastics Supervisor-Shaw Carter

We are gearing up for compulsory season starting in August and will have a Judge come in to critique gymnasts on the 6th. We have been awarded Xcel North Silver-Diamond State Championships March 10-11, 2018. OGBC surpassed there selling goal at the fireworks booth and has generously agreed to pay 50% for equipment improvements in the gym. We will be lengthening the Tumble Trak by 20 feet and Rail Floor by 10 feet so that the will be the same length as the diagonal of the floor. We will also be installing rings over the pit and have spotting platforms to go on the bar over the pit. Summer camp was a success and next year we hope to increase enrollment by 20 or more. I have been opening every morning that



construction has gone on at 5:00 and will be doing all that I can to help with the speed and progress of the foam pit project. I am also working with clinicians to have summer clinics next year in June and August.

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

June was an awesome first month of the summer season, filled with swim lessons, swim parties, lots of summer camp groups at both pools and a great start to the Junior Giants program. The recreation staff did a wonderful job in ensuring all program needs were being met. These programs are possible because of the great supporting staff we have at FRRPD. On a not so pleasant note the vandalism at Nelson pool we have experienced this summer has been more (to my knowledge) than ever before. It is getting broke into on a nearly nightly bases, the fence is being cut leaving huge holes, the slide is destroyed and anything on the deck (lane lines, lifeguard chairs) has been thrown into the pool numerous times. I trust that serious consideration will be taken to address the facility security needs (including a new no climb fence and upgraded alarm system). The General Manager and maintenance staff have done as much as they can in addressing the vandalism which is greatly appreciated. The support has been fantastic.

Overall, June was a great month and we look forward to a continued strong summer programming season.