

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

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

**DISTRICT BOARD MEETING**

Regular Board Meeting

October 22, 2019

**Location: Forbestown Hall  
19100 New York Flat Road  
Forbestown, CA 95941**

**Open Session 5:30 PM**

**AGENDA**

*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 Kent Fowler \_\_\_\_\_
- Vice Chairperson Steven Rocchi \_\_\_\_\_
- Director Sonny Brandt \_\_\_\_\_
- Director Marcia Carter \_\_\_\_\_
- Director Devin Thomas \_\_\_\_\_

**3. PLEDGE OF ALLEGIANCE**

**4. 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 acting on any item presented if it is not listed on the agenda, except under special circumstances as defined in the Government Code. You are limited to three (3) minutes. The Board reserves the right to limit public comment to 15 minutes and can reopen public comment at a later time. The Chairperson will invite anyone the audience wishing to address the Board on a matter not listed on the agenda to state your name for the record and make your presentation. The Board will not and cannot take any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.

**5. CONSENT AGENDA**

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

- A. Approve September 24, 2019 Regular Board Meeting Minutes *(Appendix A)*
- B. Approve October 10, 2019 Special Board Meeting Minutes *(Appendix B)*
- C. Review September 2019 Financials *(Appendix C)*

**VOTE**

Director Kent Fowler \_\_\_\_\_

Director Steven Rocchi \_\_\_\_\_

Director Sonny Brandt \_\_\_\_\_

Director Marcia Carter \_\_\_\_\_

Director Devin Thomas \_\_\_\_\_

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

**7. ACTION ITEMS (Require Vote)**

**A. APPROVE MEMORANDUM OF UNDERSTANDING WITH BUTTE COUNTY SHERIFFS OFFICE FOR FIRE PREVENTION SERVICES AT DISTRICT PARKS *(Appendix D)***

*Requested Action: Approve Allocation*

**VOTE**

Director Kent Fowler \_\_\_\_\_

Director Steven Rocchi \_\_\_\_\_

Director Sonny Brandt \_\_\_\_\_

Director Marcia Carter \_\_\_\_\_

Director Devin Thomas \_\_\_\_\_

**B. RENEW SERVICE CONTRACT WITH MAZES CONSULTING *(Appendix E)***

*Requested Action: Renew Agreement*

**VOTE**

Director Kent Fowler \_\_\_\_\_

Director Steven Rocchi \_\_\_\_\_

Director Sonny Brandt \_\_\_\_\_

Director Marcia Carter \_\_\_\_\_

Director Devin Thomas \_\_\_\_\_

**C. REVIEW MAZES CONSULTING QUOTE FOR SERVER IMPROVEMENTS *(Appendix F)***

*Requested Action: Approve quote*

**VOTE**

Director Kent Fowler \_\_\_\_\_

Director Steven Rocchi \_\_\_\_\_

Director Sonny Brandt \_\_\_\_\_

Director Marcia Carter \_\_\_\_\_

Director Devin Thomas \_\_\_\_\_

**D. REVIEW QUOTES FOR MAINTENANCE DEPARTMENT TRUCK LEASE *(Appendix G)***

*Requested Action: Approve Purchase*

**VOTE**

Director Kent Fowler \_\_\_\_\_

Director Steven Rocchi \_\_\_\_\_

Director Sonny Brandt \_\_\_\_\_

Director Marcia Carter \_\_\_\_\_  
Director Devin Thomas \_\_\_\_\_

**E. REVIEW TRAILER QUOTES FOR MAINTENANCE DEPARTMENT (Appendix H)**

*Requested Action: Approve Purchase*

**VOTE**

Director Kent Fowler \_\_\_\_\_  
Director Steven Rocchi \_\_\_\_\_  
Director Sonny Brandt \_\_\_\_\_  
Director Marcia Carter \_\_\_\_\_  
Director Devin Thomas \_\_\_\_\_

**8. DIRECTOR, & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix I)**

*The following committee(s) met: Finance*

**9. CORRESPONDENCE**

None

**10. UNFINISHED BUSINESS**

None

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

**12. ADJOURNMENT**

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

**FEATHER RIVER RECREATION AND PARK DISTRICT  
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**DISTRICT BOARD MEETING**

Regular Board Meeting

September 24, 2019

*Location: FRRPD Board Room*

**Open Session 5:30 PM**

**DRAFT Minutes**

**1. VICE CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 5:38 PM.**

**2. ROLL CALL**

Chairperson Kent Fowler	<u>Arrived at 5:49 PM</u>
Vice Chairperson Steven Rocchi	<u>Present</u>
Director Sonny Brandt	<u>Present</u>
Director Marcia Carter	<u>Absent</u>
Director Devin Thomas	<u>Present</u>

**3. PLEDGE OF ALLEGIANCE WAS PERFORMED**

**4. PUBLIC COMMENT**

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**5. ACKNOWLEDGEMENTS**

The following partners and sponsors were thanked for their contributions to the 2019 Feather River Clean Up Event:

The Lodge at Feather Falls Casino, California Conservation Corps, The City of Oroville, Butte County Probation, Native Sons of the Golden West, Home Depot, Klean Kanteen, Recology, Friends of the Nature Center, Northwest Lineman College, Lundberg Family Farms, Nelson’s Footwear, Round Table Pizza, Starbucks, Oroville Botanic Gardens & Education Center, Master Gardener, Tong Fong Low, Souper Subs, The Exchange, Miner’s Alley

**6. CONSENT AGENDA**

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**A. Approve August 27, 2019 Regular Board Meeting Minutes**

**B. Review August 2019 Financials**

**C. RESOLUTION NO. 1921-19 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$200,000 FROM THE MERCHANT PAYMENT RECEIVED BY CREDIT CARD ACCOUNT: BANK OF THE WEST TO THE GENERAL FUND ACCOUNT 2600**

Director Brandt made the motion to approve the Consent Agenda.

Director Thomas seconded the motion.

\*The motion to approve the Consent Agenda passed with a unanimous vote.

**9. ACTION ITEMS**

**A. RESOLUTION NO. 1922-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT ACKNOWLEDGING THE COMPLETION OF THE INSTALL AND UPGRADES RELATED TO THE TWO (2) PALERMO PARK PLAY STRUCTURES AND EXPRESSION SWING SET Fixed Asset number 192001**

Director Brandt made the motion to adopt Resolution 1922-19.

Director Thomas seconded the motion.

\*The motion to adopt Resolution 1922-19 passed with a unanimous vote.

**Chairperson Fowler joined the meeting.**

**B. Change starting pay scale for Marketing Specialist Position**

Director Brandt made the motion to change the starting pay scale for the Marketing Specialist position to \$15.00.

Director Thomas seconded the motion.

\*The motion to to change the starting pay scale for the Marketing Specialist position to \$15.00 passed with a unanimous vote.

**C. Allocate funds to purchase a tilt bed trailer**

Staff requested that the item to be postponed. No action was taken.

**10. DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS WERE REVIEWED****11. CORRESPONDENCE**

None

**12. UNFINISHED BUSINESS**

None

**13. BOARD ITEMS FOR UPCOMING AGENDAS****14. CHAIRPERSON FOWLER ADJOURNED THE MEETING AT 5:57 PM.**

**FEATHER RIVER RECREATION AND PARK DISTRICT  
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**DISTRICT BOARD MEETING**

Special Board Meeting  
October 10, 2019

*Location: FRRPD Board Room*

**DRAFT Minutes**

**Closed Session 4:30 PM/Open Session Immediately Following**

**1. CHAIRPERSON FOWLER CALLED THE MEETING TO ORDER AT 4:34 PM.**

**2. ROLL CALL**

Chairperson Kent Fowler	<u>Present</u>
Vice Chairperson Steven Rocchi	<u>Present</u>
Director Sonny Brandt	<u>Present</u>
Director Marcia Carter	<u>Absent</u>
Director Devin Thomas	<u>Present</u>

**3. PLEDGE OF ALLEGIANCE WAS PERFORMED**

**4. CLOSED SESSION**

**A. Pursuant to Government Code section 49457, Evaluation of General Manager**

**5. ANNOUNCEMENT(S) FROM CLOSED SESSION – 4:52 PM**

No announcement was made.

**6. PUBLIC COMMENT**

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**7. ACTION ITEMS**

**A. Approve Activity Center roof repairs to go out to bid**

Director Rocchi made the motion to approve the Activity Center roof repairs to go out to bid.

Director Brandt seconded the motion.

\*The motion to approve the Activity Center roof repairs to go out to bid passed with a unanimous vote.

**B. RESOLUTION NO. 1923-19: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT APPROVING THE APPLICATION FOR GRANT FUNDS FROM PROP 68: RECREATIONAL TRAILS AND GREENWAYS PROGRAM TO FUND THE RIVERBEND SOUTH TRAIL DEVELOPMENT PROJECT**

Director Brandt made the motion to adopt Resolution 1923-19.

Director Rocchi seconded the motion.

\*The motion to adopt Resolution 1923-19 passed with a unanimous vote.

**8. BOARD ITEMS FOR UPCOMING AGENDAS**

AB1234 Board Ethics

Sexual Harassment Training: Target Solutions Online Option

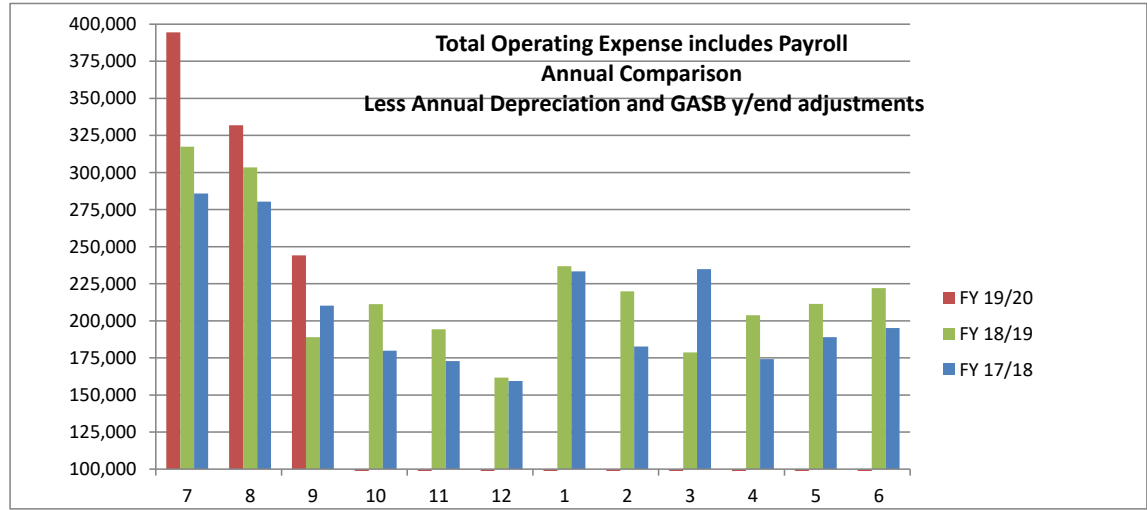
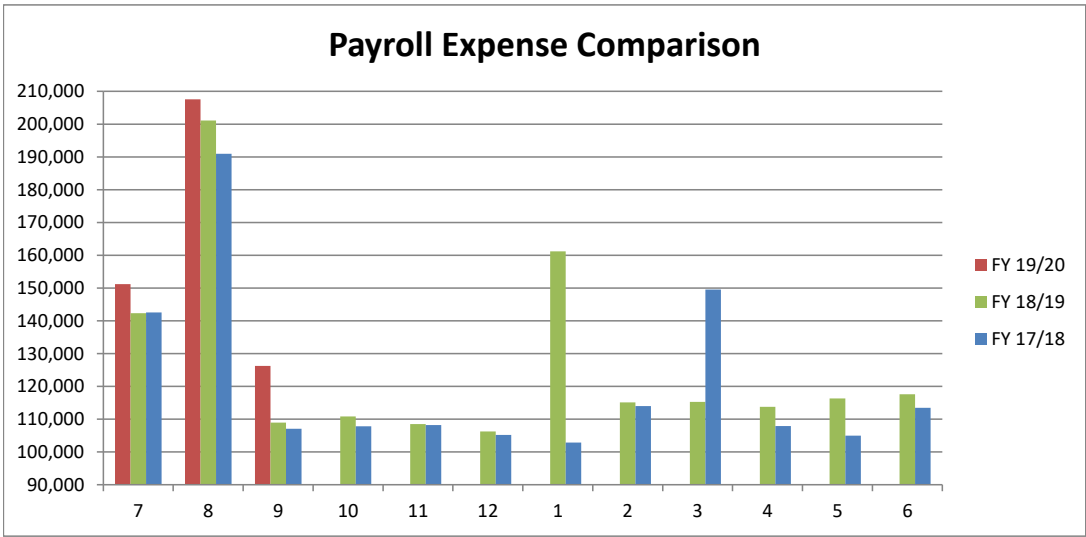
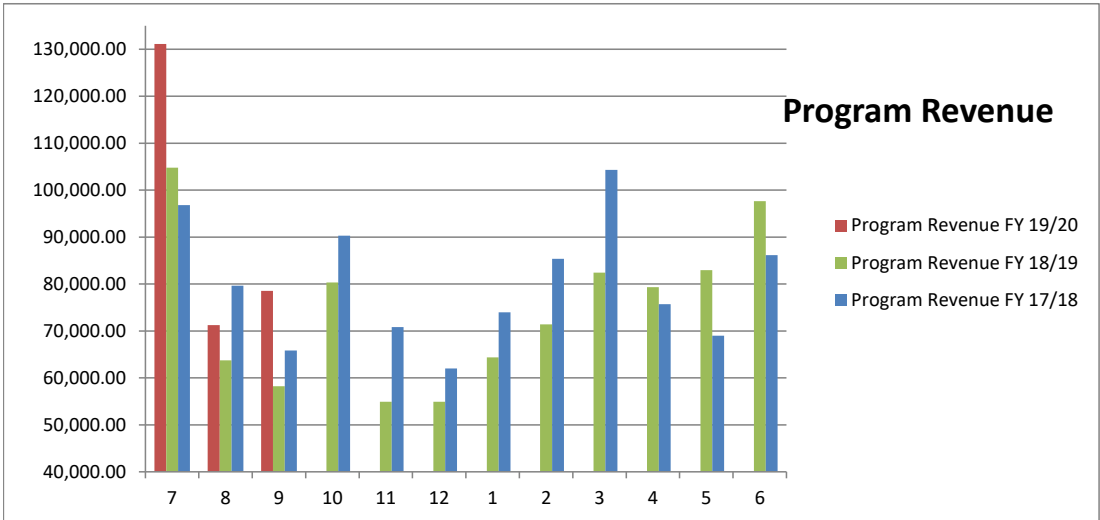
**9. CHAIRPERSON FOWLER ADJOURNED THE MEETING AT 5:00 PM.**

Feather River Recreation & Park District Excluding Flood Insurance Proceeds/Expenses												7 out of 26 payroll paid out		MONTHLY ACTUAL VS. MONTHLY BUDGET									
Year to Date Income Statement and Staff Report												Annual Budget divided by "X" amount of months											
Sep-19												27%											
PAYROLL USE												Payroll %											
YTD												YTD		YTD BUDGET									
Annual												Annual		25%									
YTD												YTD		MONTHLY									
Over												Over		YTD									
ACTUAL YTD												BUDGET		100%									
Sep-19												Sep-19											
MONTHLY												MONTHLY											
Over												Over											
100%												100%											
<b>NOT FINAL: WAITING ON COUNTY, BANK AND MONTHLY RECONCILIATION. The prior fiscal year 2018-19 is not closed.</b>																							
STAFF REPORT. COMPARE 2 MONTHS REVENUE/EXPENSES. YTD totals and budget comparison												Aug-19	Sep-19	TOTAL	Budget	(Under)	% used	Staff Comments	TOTAL	3.0	(Under)	% used	STAFF COMMENTS: UNDER/OVER BUDGET AND GENERAL COMMENTS
Ordinary Income/Expense												MONTHS											
Income																							
4100 - Tax Revenue												0	1,700,000	(1,700,000)	0%		0	425,000	(425,000)	0%	Tax Payments are received December and April		
4150 - Tax Revenue (BAD)												0	288,750	(288,750)	0%		0	72,188	(72,188)	0%	Tax Payments are received December and April		
- Program Income																							
4350 - Discounts & Credits												(1,734)	(537)	(3,247)	(7,440)	4,193	44%		(3,247)	(1,860)	(1,387)	175%	
4300 - Program Income												72,980	79,058	282,552	1,126,595	(844,043)	25%	Classes \$6.2k, Gym \$24k, Aquatics \$2.8k, Rentals \$7k, Preschool \$29k, Adult Spts \$6.5k, Youth Sports \$3.2k,	282,552	281,649	903	100%	Summer programming Aquatics and Camp puts the program income over budget. Plus, the Preschool and Camp experienced good summer enrollment.
Total - Program Income												71,246	78,521	279,305	1,119,155	(839,850)	25%		279,305	279,789	(484)	100%	
4400 - Donation & Fundraising Income													1,000	1,054	20,000	(18,946)	5%	Donation FR Cleanup: Thank you Feather Falls Hotel	1,054	5,000	(3,946)	21%	
4500 - Grant/Reimbursed Expense Income													6,858	6,858	30,000	(23,142)	23%	SBFGrant: Nelson Pool \$4.9k, Trail Project \$1.9k	6,858	7,500	(642)	91%	
4600 - Other Income												30		30	200	(170)	15%		30	50	(20)	60%	
4900 - Interest Income														0	9,000	(9,000)	0%		0	2,250	(2,250)	0%	
4905 - Interest Income - BAD														0	1,000	(1,000)	0%		0	250	(250)	0%	
Total Income												71,276	86,379	287,247	3,168,105	(2,880,858)	9%		287,247	792,026	(504,779)	36%	
Gross Profit												71,276	86,379	287,247	3,168,105	(2,880,858)	9%		287,247	792,026	(504,779)	36%	
Expense																							
- Payroll Expenses																							
5010 - Wages & Salaries												168,680	99,311	389,247	1,497,693	(1,108,446)	26%	3 payrolls in August	389,247	374,423	14,824	97%	
5020 - Employer Taxes												16,238	8,849	37,470	144,764	(107,294)	26%	July/Aug include seasonal Camp and Lifeguards	37,470	36,191	1,279	96%	
5030 - Employee Benefits												15,338	13,650	41,352	188,151	(146,799)	22%		41,352	47,038	(5,686)	82%	
5040 - Workers Comp												7,334	4,456	17,004	66,942	(49,938)	25%		17,004	16,736	269	94%	
Total - Payroll Expenses												207,590	126,266	485,073	1,897,550	(1,412,477)	26%		485,073	474,388	10,686	95%	
5031 GASB 68 Benefit Expense													700	48,771	54,000	(5,229)	90%	Sep19 \$700 fee GASB year end reports	48,771	13,500	35,271	361%	Paid annual CalPERS unfunded liability in full
5100 - Advertising & Promotion												1,817	36	2,429	10,000	(7,571)	24%	Aug19 \$1.8k Activity Guides	2,429	2,500	(71)	97%	
5120 - Bank Fees												1,233	1,074	3,816	14,000	(10,184)	27%		3,816	3,500	316	109%	
5130 - Charitable Contributions														0	2,500	(2,500)	0%		0	625	(625)	0%	
5140 - Copying & Printing												711	763	2,483	11,000	(8,517)	23%		2,483	2,750	(267)	90%	
5155 - Employment New Hire Screen												137	93	503	2,464	(1,961)	20%		503	616	(113)	82%	
5160 - Dues, Mbrshps, Publications, Subscriptio												311	389	808	9,000	(8,192)	9%		808	2,250	(1,442)	36%	
5170 - Education & Development												1,275	358	1,633	6,250	(4,617)	26%	Several special district conferences/trainings required for GM and other staff: Human Resources for a Special District, Board Security Brown Act conference, Special District Financial.	1,633	1,563	71	105%	Paid conferences in advance.
5175 - Equipment Rental												7,757	8,347	24,849	4,000	20,849	621%	Nelson/Playtown bathroom fire portable toilets rental Sep19 \$7.9k reimbursed by Insurance (see other income Insurance Proceeds)	24,849	1,000	23,849	2485%	insurance to reimburse portable toilets at Playtown YTD expense \$23k Unbudgeted
- Equipment, Tools & Furn (<\$5k)																							
5182 - Operating ET&F													184	184	2,900	(2,716)	6%	Sep19 \$184 portable speaker systems for events	184	725	(541)	25%	
5184 - Program ET&F													229	229	11,100	(10,871)	2%	Sep19 \$229 hardware rock climbing room	229	2,775	(2,546)	8%	
5186 - Site/Shop ET&F														990	20,000	(19,010)	5%		990	5,000	(4,010)	20%	
5187 - IT Computers/Hardware ET&F												400	5,268	5,668	20,000	(14,332)	28%	Sep19: replaced 4 computers	5,668	5,000	668	113%	
5188 - Computers/Software ET&F												1,292	728	6,960	13,000	(6,040)	54%		6,960	3,250	3,710	214%	Annual subscriptions paid in full 1st of year. Budget will balance throughout the year
Total - Equipment, Tools & Furn (<\$5k)												1,692	6,409	14,031	67,000	(52,969)	21%		14,031	16,750	(2,719)	84%	
5200 - Insurance														78,533	60,000	18,533	131%	Property/General Liability annual insurance \$18k over budgeted amount.	78,533	15,000	63,533	524%	Paid in full annual Property/Liability Insurane premiums. Premiums higher than budgeted. Staff will monitor budget and make adjustment to other line items throughout the year.
5210 - Interest Expense - Operating												95	91	285	3,300	(3,015)			285	825	(540)	35%	
5225 - Postage & Delivery												104		311	1,200	(889)	26%		311	300	11	104%	
- Professional & Outside Svcs																							
5232 - Accounting												0	26,000	(26,000)	0%		0	6,500	(6,500)	0%	Audit will invoice Oct/Nov19		



Feather River Recreation & Park District Excluding Flood Insurance Proceeds/Expenses													
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STAFF REPORT. COMPARE 2 MONTHS REVENUE/EXPENSES. YTD totals and budget comparison													
	Aug-19	Sep-19	TOTAL	Budget	(Under)	% used	Staff Comments	TOTAL	3.0	(Under)	% used	STAFF COMMENTS: UNDER/OVER BUDGET AND GENERAL COMMENTS	
5233 - Bands/Recreation	400	100	1,000	2,150	(1,150)	47%		1,000	538	463	186%	Summer events, budget will balance throughout year	
5234 - Board Stipends	500	700	1,800	12,000	(10,200)	15%		1,800	3,000	(1,200)	60%		
5235 - Recreation Instructors	2,976	2,016	13,122	52,150	(39,028)	25%		13,122	13,038	85	101%	\$6k expensed Gymnastics Camp	
5236 - Legal	338	1,395	1,733	18,000	(16,267)	10%		1,733	4,500	(2,767)	39%		
5237 - Contract Janitorial	5,109	5,109	15,327	76,625	(61,298)	20%		15,327	19,156	(3,829)	80%		
5239 - Outside Service Admin/Consult	9,457	2,222	18,172	57,000	(38,828)	32%	Aug19 \$8.4k BAD engineers report, 1 payment of 2.	18,172	14,250	3,922	128%	Annua paid BAD engineers report \$8.3k, 1st of 2 payments	
<b>Total - Professional &amp; Outside Svcs</b>	<b>18,780</b>	<b>11,542</b>	<b>51,154</b>	<b>243,925</b>	<b>(192,771)</b>	<b>21%</b>		<b>51,154</b>	<b>60,981</b>	<b>(9,827)</b>	<b>84%</b>		
5250 - Rent			0	0	0			0	0	0			
- Repairs & Maintenance													
5261 - Building R&M	2,110	1,626	6,685	40,000	(33,315)	17%		6,685	10,000	(3,315)	67%		
5262 - Equipment R&M	1,132	628	2,710	17,500	(14,790)	15%		2,710	4,375	(1,665)	62%		
5263 - General R&M	1,025	2,854	4,542	20,000	(15,458)	23%	Sep19: \$1.9k replace LED lights Nelson Fields	4,542	5,000	(458)	91%		
5264 - Grounds R&M	6,415	16,286	24,603	40,000	(15,397)	62%	Sep19: wood chips Palermo Park \$11.4k	24,603	10,000	14,603	246%	Irrigation expense higher in summer months	
5265 - Janitorial Supplies	2,679	2,956	7,205	29,500	(22,295)	24%	Summer high activity in Park, higher expense trash cans, liners, etc	7,205	7,375	(170)	98%		
5266 - Vandalism Repair			114	8,000	(7,886)	1%		114	2,000	(1,886)	6%		
5267 - Vehicle R&M	873	1,412	2,474	4,000	(1,526)	62%	Sep19: \$1.3 replace quad and truck tires	2,474	1,000	1,474	247%		
5268 - Aquatics Pool R&M	8,540	2,045	18,184	40,000	(21,816)	45%		18,184	10,000	8,184	182%	Summer aquatics program	
5269 - Outside Contractor/Services R&M	2,635	89	2,726	15,000	(12,274)	18%	Aug19: Electrician Nelson 4 field lights \$2.5k	2,726	3,750	(1,024)	73%		
<b>Total - Repairs &amp; Maintenance</b>	<b>25,409</b>	<b>27,896</b>	<b>69,243</b>	<b>214,000</b>	<b>(144,757)</b>	<b>32%</b>		<b>69,243</b>	<b>53,500</b>	<b>15,743</b>	<b>129%</b>		
5270 - Security	5,840	6,400	18,334	25,000	(6,666)	73%	\$5k/month additional security patrol at Riverbend	18,334	6,250	12,084	293%	Not budgeted: Board approved \$5k/mo additional security patrol at Riverbend.	
- Supplies - Consumable													
5281 - Misc Staff & Uniform Supplies		181	342	9,000	(8,658)	4%		342	2,250	(1,908)	15%		
5282 - Office Supplies	1,067	262	2,728	6,000	(3,272)	45%		2,728	1,500	1,228	182%		
5284 - Program Food	1,307	1,056	3,604	13,625	(10,021)	26%		3,604	3,406	198	106%		
5286 - Program Supplies	5,948	6,419	15,294	79,800	(64,506)	19%	Sep19: \$4k Gymnastics, Preschool \$300, Rec/Events \$2.1k	15,294	19,950	(4,656)	77%	Gymnastics \$11.6k, Preschool \$1k, Misc Rec & Events \$3k	
5287 - Safety Supplies	43	28	279	5,075	(4,796)	5%		279	1,269	(990)	22%		
5289 - Site Supplies			0	1,000	(1,000)	0%		0	250	(250)	0%		
<b>Total - Supplies - Consumable</b>	<b>8,365</b>	<b>7,946</b>	<b>22,247</b>	<b>114,500</b>	<b>(92,253)</b>	<b>19%</b>		<b>22,247</b>	<b>28,625</b>	<b>(6,378)</b>	<b>78%</b>		
5290 - Taxes, Lic., Notices & Permits	596	(278)	4,662	5,125	(463)	91%	Annual LAFCO \$3.4k, Annual Preschool Comm License \$750. LAFCO refund \$278	4,662	1,281	3,381	364%	many Annual fees are paid in full 1st of the year	
5300 - Telephone/Internet	1,053	1,053	3,176	14,000	(10,824)	23%		3,176	3,500	(324)	91%		
- Transportation, Meals & Travel													
5312 - Air, Lodging, Other Travel			653	7,000	(6,347)	9%	Hotel Leadership Conf Board member \$650	653	1,750	(1,097)	37%		
5314 - Fuel	2,628	2,627	8,669	29,000	(20,331)	30%		8,669	7,250	1,419	120%	Summer months higher fuel expense: mow/weeds	
5316 - Meals	61	56	117	500	(383)	23%		117	125	(8)	94%		
5318 - Mileage	526	167	743	2,000	(1,257)	37%		743	500	243	149%	Gymnastics \$360, Conferences \$180, Events \$35, Camp \$170	
<b>Total - Transportation, Meals &amp; Travel</b>	<b>3,215</b>	<b>2,850</b>	<b>10,182</b>	<b>38,500</b>	<b>(28,318)</b>	<b>26%</b>		<b>10,182</b>	<b>9,625</b>	<b>557</b>	<b>106%</b>		
- Utilities													
5322 - Electric	18,238	15,936	49,191	115,000	(65,809)	43%	26% increase compared to 2018 July-September	49,191	28,750	20,441	171%	All utilities are higher in the summer months, will balance to budgeted amount through our the year	
5324 - Garbage	2,265	2,310	6,616	25,000	(18,384)	26%	29% increase compared to 2018 July-September	6,616	6,250	366	106%		
5326 - Gas/Propane	173	116	404	7,000	(6,596)	6%		404	1,750	(1,346)	23%		
5328 - Sewer	156	271	583	5,500	(4,917)	11%		583	1,375	(792)	42%		
5329 - Water	16,339	14,829	45,010	108,000	(62,990)	42%	13% increase compared to 2018 July-September	45,010	27,000	18,010	167%		
<b>Total - Utilities</b>	<b>37,171</b>	<b>33,462</b>	<b>101,804</b>	<b>260,500</b>	<b>(158,696)</b>	<b>39%</b>		<b>101,804</b>	<b>65,125</b>	<b>36,679</b>	<b>156%</b>		
<b>Total Expense</b>	<b>323,151</b>	<b>235,397</b>	<b>944,327</b>	<b>3,057,814</b>	<b>(2,113,487)</b>	<b>31%</b>		<b>944,327</b>	<b>764,454</b>	<b>179,874</b>	<b>124%</b>		
<b>Total Profit (Loss)</b>	<b>(251,875)</b>	<b>(149,018)</b>	<b>(657,080)</b>	<b>110,291</b>	<b>(767,371)</b>			<b>(657,080)</b>	<b>27,573</b>	<b>(684,653)</b>			
<b>Other Income/Expense</b>								<b>0</b>	<b>0</b>	<b>(684,653)</b>			
<b>Other Income</b>													
4200 - Impact Fee Income	5,620	7,742	19,998					19,998	0				





Feather River Recreation & Park District  
Balance Sheet  
As of September 30, 2019

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Accrual Basis

	Sep 30, 19	Sep 30, 18	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	457,427.13	310,118.33	147,308.80	47.5%
1010.2 - Treasury Cash - Reserve	332,494.00	373,594.00	-41,100.00	-11.0%
1010.3 - Treasury Admin Ins Proceeds	350,000.00	0.00	350,000.00	100.0%
1010.4 - Treasury Ins Proceeds Playtown	242,529.21	0.00	242,529.21	100.0%
<b>Total 1010 - Treasury Cash</b>	<b>1,382,450.34</b>	<b>683,712.33</b>	<b>698,738.01</b>	<b>102.2%</b>
1020 - Imprest Cash	1,000.00	853.02	146.98	17.23%
1030 - BofW - Merchant Acct.	48,571.95	176,322.20	-127,750.25	-72.45%
1031 - BofW Project INS PROCEEDS	1,351,495.31	1,876,167.42	-524,672.11	-27.97%
1040 - Fund 2610 - BAD	39,721.49	43,626.76	-3,905.27	-8.95%
<b>1050 - Impact Fees</b>				
1051 - Impact - Parklands	376,109.57	215,949.70	160,159.87	74.17%
1052 - Impact - Public Use	19,790.02	7,927.57	11,862.45	149.64%
1053 - Impact - Aquatics	53,829.02	33,449.70	20,379.32	60.93%
<b>Total 1050 - Impact Fees</b>	<b>449,728.61</b>	<b>257,326.97</b>	<b>192,401.64</b>	<b>74.77%</b>
<b>Total Checking/Savings</b>	<b>3,272,967.70</b>	<b>3,038,008.70</b>	<b>234,959.00</b>	<b>7.73%</b>
<b>Accounts Receivable</b>				
1210 - Accounts Receivable	-15,353.50	27,377.16	-42,730.66	-156.08%
<b>Total Accounts Receivable</b>	<b>-15,353.50</b>	<b>27,377.16</b>	<b>-42,730.66</b>	<b>-156.08%</b>
<b>Other Current Assets</b>				
1302 - FEMA Riverbend Claim A/R	2,839.00	226,347.00	-223,508.00	-98.75%
1310 - Miscellaneous Receivables	401.82	102.49	299.33	292.06%
1320 - Umpqua Bank Project Fund	188,856.12	188,856.12	0.00	0.0%
<b>Total Other Current Assets</b>	<b>192,096.94</b>	<b>415,305.61</b>	<b>-223,208.67</b>	<b>-53.75%</b>
<b>Total Current Assets</b>	<b>3,449,711.14</b>	<b>3,480,691.47</b>	<b>-30,980.33</b>	<b>-0.89%</b>
<b>Fixed Assets</b>				
1410 - Land	627,494.00	627,494.00	0.00	0.0%
1420 - Buildings & Improvements	10,351,016.51	10,314,889.08	36,127.43	0.35%
1430 - Equipment & Vehicles	874,015.40	834,044.09	39,971.31	4.79%
1440 - Construction in Progress				
1443 - CIP Riverbend Restoration RB99	4,735,062.63	2,228,691.50	2,506,371.13	112.46%
1447 - CIP Berry Creek Bathroom BC99	0.00	30,419.35	-30,419.35	-100.0%
1448 - CIP Nelson SBF NE99	2,000.00	0.00	2,000.00	100.0%
1449 - CIP Palermo Park	0.00	3,333.74	-3,333.74	-100.0%
1450 - CIP Feather River Trail FRT99	3,241.63	0.00	3,241.63	100.0%
1451 - CIP Playtown Bathroom Fire	116,000.00	0.00	116,000.00	100.0%
<b>Total 1440 - Construction in Progress</b>	<b>4,856,304.26</b>	<b>2,262,444.59</b>	<b>2,593,859.67</b>	<b>114.65%</b>
1499 - Accumulated Depreciation	-4,283,320.47	-4,283,320.47	0.00	0.0%
<b>Total Fixed Assets</b>	<b>12,425,509.70</b>	<b>9,755,551.29</b>	<b>2,669,958.41</b>	<b>27.37%</b>
<b>Other Assets</b>				
1550 - GASB 68 CalPERS Valuation				
1551 - GASB68 Deferred Outflow Pension	232,623.00	232,623.00	0.00	0.0%
<b>Total 1550 - GASB 68 CalPERS Valuation</b>	<b>232,623.00</b>	<b>232,623.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Other Assets</b>	<b>232,623.00</b>	<b>232,623.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL ASSETS</b>	<b>16,107,843.84</b>	<b>13,468,865.76</b>	<b>2,638,978.08</b>	<b>19.59%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 - Accounts Payable	255,248.03	80,378.84	174,869.19	217.56%
<b>Total Accounts Payable</b>	<b>255,248.03</b>	<b>80,378.84</b>	<b>174,869.19</b>	<b>217.56%</b>
<b>Credit Cards</b>				
2300 - Credit Cards Payable				

Feather River Recreation & Park District  
Balance Sheet  
As of September 30, 2019

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Accrual Basis

	Sep 30, 19	Sep 30, 18	\$ Change	% Change
2335 - BoW CC 9693 GM	260.07	4,752.96	-4,492.89	-94.53%
2337 - BoW CC 4607 Preschool	582.61	785.33	-202.72	-25.81%
2338 - BoW CC 6280 Maintenance	62.12	335.61	-273.49	-81.49%
2339 - BoW CC 9628 General	79.88	29.99	49.89	166.36%
<b>Total 2300 - Credit Cards Payable</b>	<b>984.68</b>	<b>5,903.89</b>	<b>-4,919.21</b>	<b>-83.32%</b>
2350 - Supplier Accounts				
2351 - Better Deal Exchange	214.34	0.00	214.34	100.0%
2353 - Walmart	338.11	226.63	111.48	49.19%
2354 - Home Depot	414.75	390.60	24.15	6.18%
<b>Total 2350 - Supplier Accounts</b>	<b>967.20</b>	<b>617.23</b>	<b>349.97</b>	<b>56.7%</b>
<b>Total Credit Cards</b>	<b>1,951.88</b>	<b>6,521.12</b>	<b>-4,569.24</b>	<b>-70.07%</b>
<b>Other Current Liabilities</b>				
2100 - Payroll Liabilities				
2120 - Payroll Taxes payable	2.72	0.00	2.72	100.0%
2130 - Garnishments Payable	184.60	0.00	184.60	100.0%
2140 - Union Dues Payable	125.53	0.00	125.53	100.0%
2160 - Workers Comp Payable	-59,723.68	-46,497.49	-13,226.19	-28.45%
2170 - Retirement Payable	4.92	0.00	4.92	100.0%
2180 - Health Insurance Payable	7,647.96	9,373.27	-1,725.31	-18.41%
2185 - Dental Insurance Payable	1,022.64	916.05	106.59	11.64%
2186 - Life Insurance Payable	75.00	55.20	19.80	35.87%
2187 - Aflac Payable	2,718.52	945.34	1,773.18	187.57%
2199 - Accrued Leave Payable	22,334.25	24,201.12	-1,866.87	-7.71%
2100 - Payroll Liabilities - Other	143.10	0.00	143.10	100.0%
<b>Total 2100 - Payroll Liabilities</b>	<b>-25,464.44</b>	<b>-11,006.51</b>	<b>-14,457.93</b>	<b>-131.36%</b>
2210 - Accrued Debt Interest	0.01	0.00	0.01	100.0%
2400 - Deposits/Refunds to Customers	-22.00	0.00	-22.00	-100.0%
2410 - Gift Certificate Liability	-5.00	0.00	-5.00	-100.0%
<b>Total Other Current Liabilities</b>	<b>-25,491.43</b>	<b>-11,006.51</b>	<b>-14,484.92</b>	<b>-131.6%</b>
<b>Total Current Liabilities</b>	<b>231,708.48</b>	<b>75,893.45</b>	<b>155,815.03</b>	<b>205.31%</b>
<b>Long Term Liabilities</b>				
2954 - Ford Motor Vehicle Loan	18,594.28	27,913.37	-9,319.09	-33.39%
2955 - Umpqua Bank Tax Exempt Bond A	2,991,035.00	3,196,955.00	-205,920.00	-6.44%
2960 - Umpqua Bank Taxable Bond B	133,000.00	157,999.98	-24,999.98	-15.82%
2975 - GASB 68 CalPERS Liab Valuation				
2976 - GASB 68 Deferred Inflow Pension	149,733.00	149,733.00	0.00	0.0%
2977 - GASB 68 Net Pension Liability	844,607.00	844,607.00	0.00	0.0%
<b>Total 2975 - GASB 68 CalPERS Liab Valuation</b>	<b>994,340.00</b>	<b>994,340.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Long Term Liabilities</b>	<b>4,136,969.28</b>	<b>4,377,208.35</b>	<b>-240,239.07</b>	<b>-5.49%</b>
<b>Total Liabilities</b>	<b>4,368,677.76</b>	<b>4,453,101.80</b>	<b>-84,424.04</b>	<b>-1.9%</b>
<b>Equity</b>				
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	6,439,516.82	6,439,516.82	0.00	0.0%
3040 - General Fund Balance	-1,461,551.34	-1,461,551.34	0.00	0.0%
3050 - Benefit Assessment District	42,695.91	42,695.91	0.00	0.0%
3060 - Impact Fees (general)	246,363.94	246,363.94	0.00	0.0%
3099 - Undistributed Retained Earnings	7,104,815.66	3,124,867.59	3,979,948.07	127.36%
Net Income	-653,674.91	602,871.04	-1,256,545.95	-208.43%
<b>Total Equity</b>	<b>11,739,166.08</b>	<b>9,015,763.96</b>	<b>2,723,402.12</b>	<b>30.21%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,107,843.84</b>	<b>13,468,865.76</b>	<b>2,638,978.08</b>	<b>19.59%</b>

Feather River Recreation & Park District  
 Detail Fixed Asset & Bonds  
 As of September 30, 2019

Date	Source Name	Memo and Additional Staff notes highlighted	Amount	Balance	Staff notes
<b>1010 - Treasury Cash</b>				<b>592,529.21</b>	
<b>1010.3 - Treasury Admin Ins Proceeds</b>				<b>350,000.00</b>	Added to report Sep19
Total 1010.3 - Treasury Admin Ins Proceeds				350,000.00	
<b>1010.4 - Treasury Ins Proceeds Playtown</b>				<b>242,529.21</b>	Added to report Sep19
Total 1010.4 - Treasury Ins Proceeds Playtown				242,529.21	
Total 1010 - Treasury Cash				592,529.21	
<b>1031 - BofW Project INS PROCEEDS</b>				<b>1,341,235.91</b>	
09/12/2019	FRANKLIN CONSTRUCTION	REFUND RIVERBEND REFUND FRANKLIN CONSTRUCTION 6/30/19 IN A/R 1310 PAID 9/12/19	10,259.40	1,351,495.31	
Total 1031 - BofW Project INS PROCEEDS			10,259.40	1,351,495.31	
<b>1302 - FEMA Riverbend Claim A/R</b>				<b>2,839.00</b>	
Total 1302 - FEMA Riverbend Claim A/R				2,839.00	
<b>1320 - Umpqua Bank Project Fund</b>				<b>188,856.12</b>	
Total 1320 - Umpqua Bank Project Fund				188,856.12	
<b>1410 - Land</b>				<b>627,494.00</b>	
Total 1410 - Land				627,494.00	
<b>1420 - Buildings &amp; Improvements</b>				<b>10,351,016.51</b>	
Total 1420 - Buildings & Improvements				10,351,016.51	
<b>1430 - Equipment &amp; Vehicles</b>				<b>874,015.40</b>	
Total 1430 - Equipment & Vehicles				874,015.40	
<b>1440 - Construction in Progress</b>				<b>4,738,304.26</b>	
<b>1443 - CIP Riverbend Restoration RB99</b>				<b>4,735,062.63</b>	
Total 1443 - CIP Riverbend Restoration RB99				4,735,062.63	Adjustment to be posted to 2018-19 f/year, closing Phase I as a completed project and move to Fixed Assets
<b>1448 - CIP Nelson SBF NE99</b>				<b>0.00</b>	
09/24/2019	American Leak Detection	NELSON POOL SBF GRANT LEAK DETECTION INSPECTION/TEST	2,000.00	2,000.00	
Total 1448 - CIP Nelson SBF NE99			2,000.00	2,000.00	
<b>1450 - CIP Feather River Trail FRT99</b>				<b>3,241.63</b>	
Total 1450 - CIP Feather River Trail FRT99				3,241.63	
<b>1451 - CIP Playtown Bathroom Fire</b>				<b>0.00</b>	
09/12/2019	DEGENKOLB ENGINEERS	PRODUCTION AND ENGINEERING RECONSTRUCTION DOCUMENTS	16,000.00	16,000.00	
09/24/2019	Belfore Property Restoration	MOBLIZATION, ABATEMENT AND DEMO	100,000.00	116,000.00	
Total 1451 - CIP Playtown Bathroom Fire			116,000.00	116,000.00	
Total 1440 - Construction in Progress			118,000.00	4,856,304.26	
<b>2955 - Umpqua Bank Tax Exempt Bond A</b>				<b>-2,991,035.00</b>	
Total 2955 - Umpqua Bank Tax Exempt Bond A				-2,991,035.00	
<b>2960 - Umpqua Bank Taxable Bond B</b>				<b>-133,000.00</b>	
Total 2960 - Umpqua Bank Taxable Bond B				-133,000.00	

Feather River Recreation & Park District  
 Check Register  
 September 2019

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 10/04/2019  
 Accrual Basis

Date	Num	Name	Memo	Credit
Sep 19				
09/12/2019	86047	BRANDT, CLARENCE SONNY	BOD STIPEND	100.00
09/12/2019	86048	CARTER, MARCIA	BOD STIPEND	100.00
09/12/2019	86049	FOWLER, SCOTT KENT	BOD STIPEND	100.00
09/12/2019	86050	ROCCHI, STEVE	BOD STIPEND	100.00
09/12/2019	86051	THOMAS, DEVIN	BOD STIPEND	100.00
09/12/2019	86052	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	5,109.00
09/12/2019	86053	COMCAST	Acct# 8155 60 019 0233893	123.77
09/12/2019	86054	DAWSON OIL COMPANY	62765 FUEL	2,442.91
09/12/2019	86055	DIMAS, CARLENE	REFUND CL54	22.00
09/12/2019	86056	Gill, Loren	SIGN PURCHASE REIMBR	175.91
09/12/2019	86057	HYLTON SECURITY, INC.	SECURITY GUARDS RIVERBEND	5,300.00
09/12/2019	86058	INSIDE OUT DESIGNS	ADA HANDICAP PARKING SIGN	214.34
09/12/2019	86059	JACKSON'S GLASS	NEW VEHICLE WINDOWS	382.30
09/12/2019	86060	Knorr Systems, Inc	SENSOR TROUBLESHOOT	490.00
09/12/2019	86061	Lake Oroville Landscape Center	DRAIN ROCK	144.79
09/12/2019	86062	LIMEY TEES	SOFTBALL SHIRTS	215.14
09/12/2019	86063	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	1,604.65
09/12/2019	86064	Oroville Mercury-Register	ANNUAL NEWSPAPER SUBSCRIPTION	311.10
09/12/2019	86065	OWENS, JENNIFER	INSTRUCTOR CHOREOGRAPHER	250.00
09/12/2019	86066	RECOLOGY BUTTE COLUSA COUNTIES	TRASH ALL SITES	2,265.37
09/12/2019	86067	RIEBES AUTO PARTS	BOLTS	26.15
09/12/2019	86068	SCI Consulting Group	19-20 BAD ENG REPORT 1ST PYMNT	8,331.91
09/12/2019	86069	SOUTH FEATHER WATER & POWER	007771-000	72.58
09/12/2019	86070	State Lands Commission	RIVERBEND LAND LEASE	138.88
09/12/2019	86071	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	710.51
09/12/2019	86072	Williams Electric Company, Inc	INTERIOR PARK LIGHTING LED	1,900.00
09/12/2019	86073	CAPUT, LYNNDEE	INSTRUCTOR FITNESS	52.00
09/12/2019	86074	RONNIE SMITH ENTERPRISES	INSTRUCTOR FITNESS	1,850.55
09/12/2019	86075	BANKCARD CENTER	STATEMENT 6280	657.94
09/12/2019	86076	BANKCARD CENTER	STATEMENT 9693	2,621.82
09/12/2019	86077-86141	PAYROLL	PAYROLL	38,493.26
09/12/2019	86142	BANKCARD CENTER	STATEMENT 4607	1,687.96
09/12/2019	86143	Staples	STAPLES STATEMENT	79.96
09/12/2019	86144	WAL-MART COMMUNITY	STATEMENT 1712	217.47
09/12/2019	86145	BANKCARD CENTER	STATMENT GENERAL	236.67
09/26/2019	86147	ALPINE PORTABLE TOILET SERVICE	BATHROOM RENTALS	7,952.44
09/26/2019	86148	Anton, Victoria	MONTHLY CELL REIMBR 9/1/19	30.00
09/26/2019	86149	Applied Landscape, Inc.	WOODCHIPS FOR PALERMO	11,390.31
09/26/2019	86150	AT&T - CALNET	PHONE LINES	85.78
09/26/2019	86151	Ben Toilet Rentals, Inc.	PORTABLE TOILET RENTAL: HAND SINK, WASH BASIN	288.16
09/26/2019	86152	BETTER DEAL EXCHANGE	Acct#701960 AUG 19 STATEMENT	254.82
09/26/2019	86153	Butte County Sheriff's Office	WORK CREW CLEANUP	2,050.00
09/26/2019	86154	CHICO RENT-A-FENCE	FENCE RENTAL FOR PALERMO	175.50
09/26/2019	86155	CINTAS	JANITORIAL SUPPLIES ACT CENTER	1,534.89
09/26/2019	86156	DANNER, ERIC	CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86157	EWING	FERTILIZER FOR ALL TURF/FIELDS	3,172.02
09/26/2019	86158	FEATHER RIVER AIRE	FILTER CHANGE FOR FALL	687.00
09/26/2019	86159	FORD MOTOR CREDIT COMPANY LLC	LEASE 9423800 F250	887.55
09/26/2019	86160	GORMAN, THOMAS.	CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86161	GRAY, JASON.	MONTHLY CELL REIMBR 9/1/19	30.00
09/26/2019	86162	HOME DEPOT	HOME DEPOT STATEMENT AUG 19	4,290.98
09/26/2019	86163	HUFFMAN, MICHELLE.	EXPENSE REIMBRUSMENT	501.77
09/26/2019	86164	Industrial Power Products	STRING AND EAR PLUGS	42.36
09/26/2019	86165	INSIDE OUT DESIGNS	FRUC T-SHIRTS	1,098.74
09/26/2019	86166	JC NELSON SUPPLY	TRASH LINERS	638.68
09/26/2019	86167	Lincoln Aquatics	POOL CHEMICALS	11,070.05
09/26/2019	86168	NORTHERN CALIFORNIA BOYS' GYMNASTICS ASSC	GYMNASTICS EXPENSE	256.00
09/26/2019	86169	OROVILLE POWER EQUIPMENT	MISC EQUIPMENT REPAIR/MAINT/PURCHASES	1,046.56
09/26/2019	86170	P.G. & E.	PGE ALL LOCAITONS 7/24/19-8/23/19	3,279.48
09/26/2019	86171	PELTZER, DEBORAH.	CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86172	RAMIREZ, ZERIMAR.	MONTHLY CELL REIMBR 9/1/19	30.00
09/26/2019	86173	RIEBES AUTO PARTS	GREASE FITTINGS/TOOLS	79.05
09/26/2019	86174	SHARP'S LOCKSMITHING	KEYS/LOCKS	120.51
09/26/2019	86175	THOMPSON, SCOTT.	MONTHLY CELL REIMBR 9/1/19	30.00
09/26/2019	86176	TORRES, MONICA.	MONTHLY CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86177	TWSD	WATER AND SEWER SVS	3,038.86
09/26/2019	86178	VALENCIA, ESTELA.	CELL AND EXPENSE REIMBR	41.99
09/26/2019	86179	VALENCIA, JUSTIN.	CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86180	VANG, HUE.	CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86181	Wilson, Bill	CELL REIMBR 9/1/19	30.00
09/26/2019	86182	WILSON, ROBERT BRIAN	CELL PHONE REIMBR 9/1/19	30.00
09/26/2019	86183	BURLESON, HARRY	INSTRUCTOR FITNESS	113.75

Feather River Recreation & Park District  
Check Register  
September 2019

11:44 AM  
10/04/2019  
Accrual Basis

Date	Num	Name	Memo	Credit
09/26/2019	86184	FIRST CHOICE SERVICES	DRINKING WATER RENTAL AND FILTER	274.90
09/26/2019	86185	HUFFMAN, MICHELLE.	MEET DECORATIONS	45.37
09/26/2019	86186	MATTHEW WAGONER	ELK GROVE GYMNASTICS COMPETITION MILEAGE	133.40
09/26/2019	86187-86187	PAYROLL	PAYROLL	39,150.85
				<u>170,690.71</u>
				170,690.71

Sep 19





## STAFF REPORT

**DATE: OCTOBER 22, 2019**

**TO: BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: MOU WITH BUTTE COUNTY SHERIFF FOR FIRE PREVENTION SERVICES**

### **SUMMARY**

Each year, the District approves a new memorandum of understanding with the Butte County Sheriff's Office (BCSO) for Fire Prevention Services at District parks and facilities.

With the agreement, BCSO provides support to maintenance staff by managing large-scale brush clearing and invasive plant removal projects. The BCSO Crew also helps reduce fire hazards and improves safety in our parks. The previous hourly rate of \$75 has been increased to \$80 and the agreement has been extended to two years rather than one.

### **BUDGETARY IMPACT**

A minimum of \$10,000 is included for this service in the current budget.

### **RECOMMENDATION**

Approve new agreement

### **ATTACHMENTS**

Proposed MOU between BCSO and FRRPD

## MEMORANDUM OF UNDERSTANDING

### Feather River Recreation and Park District and Butte County Sheriff Office

This **Memorandum of Understanding (MOU)** sets forth the terms of a working relationship between the Feather River Recreation and Park District hereinafter referred to as FRRPD and the Butte County Sheriff's Office, hereinafter referred to as BCSO, and the Alternate Custody Supervision program, hereinafter referred to as ACS.

Whereas, FRRPD maintains community properties with significant fire concerns and has need for labor to help with this prevention and whereas BCSO utilizes ACS inmates in such public service activities as offered by ACS.

Whereas, FRRPD and the BCSO agree to work together in the betterment of the community and officer services, free of charge.

**Program Description:** Assist FRRPD staff with community park locations at risk to wildfire in Butte County.

**Project Work:** Through this agreement Feather River Recreation and Park District and the Butte County Sheriff Office acknowledge their individual responsibilities and agree to provide the following services necessary to carry out prevention.

**Butte County Sheriff Office:** Agrees to provide, based upon availability, ACS inmate crews to create defensible space clearance of fire danger from immediately within community properties.

BCSO shall provide transportation, supervision, personal protective equipment and tools.

ACS inmates will be supervised by an armed member of the BCSO when engaged in public service activities.

ACS inmates assigned under this agreement shall not be compensated by FRRPD or BCSO and shall not be considered employees of either with regards to wage and tax laws.

BCSO ACS inmates assigned under this agreement may be utilized or assigned the following duties:

- Thinning and trimming trees and brush
- Remove dry vegetation
- Remove hazardous limbs
- Remove blackberries, broom or other invasive plants

- Loading trailers with vegetation
- Stacking vegetation for chipping
- Conduct other hazardous fuel reduction as needed
- Assist with the chipper
- BCSO will provide hauling of vegetation, disposal of trash and landscape waste, at no charge to BCSO.
- The work described above will be completed Monday – Friday, excluding Holidays, when available, as determined by BCSO.

**Feather River Recreation and Park District** agrees to compensate BCSO at a rate of \$80 per hour when FRRPD requests a chipper. FRRPD will authorize BCSO to dispose of vegetation, trash, landscape waste at no charge to BCSO. All other assigned duties by BCSO will be provided free of charge. An invoice detailing chipper activities will be sent to FRRPD, in arrears, on a monthly basis. Reimbursement will be contingent upon availability of funds.

**Funds Available:** The Butte County Sheriff Office will provide their service to FRRPD at no cost or limited reimbursement. Limited reimbursement is based upon availability of funds available to FRRPD.

**Term:** The term of this MOU is for 24 months. This agreement is in effect from **November 1, 2019 to October 31, 2021.**

**Amendments:** This MOU may be amended with the written approval of the Butte County Sheriff Office and the Feather River Recreation and Park District

**Cancellation:** Either party upon the giving of thirty (30) day's advance written notice may cancel this MOU.

Feather River Recreation and Park District:

Point of Contact: Shawn Rohrbacker, General Manager  
 1875 Feather River Recreation and Park District  
 Oroville, CA 95965  
 Ofc: 530-533-2011  
[shawn@frrpd.com](mailto:shawn@frrpd.com)

Sheriff/County Point of Contacts:

Program: Sgt. Robert Cooley, Butte County Sheriff's Office  
 33 County Center Drive  
 Oroville, CA 95965  
 Ofc: 538-7940 Cell: 591-7371  
[rcoley@buttecounty.net](mailto:rcoley@buttecounty.net)

Fiscal:

Susan Tiffany, Butte County Sheriff's Accounting Office  
33 County Center Drive  
Oroville, CA 95965  
Ofc: 538-7543  
[stiffany@buttecounty.net](mailto:stiffany@buttecounty.net)

By signing below, you agree to all the provisions and conditions listed herein.

FEATHER RIVER RECREATION AND PARK DISTRICT

---

Shawn Rohrbacker, General Manager      Date

BUTTE COUNTY SHERIFF'S OFFICE

---

Kory L. Honea, Sheriff-Coroner      Date



## STAFF REPORT

**DATE: OCTOBER 22, 2019**

**TO: BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: SERVICE AGREEMENT WITH MAZES CONSULTING AND EQUIPMENT QUOTE**

### **SUMMARY**

#### **Mazes Consulting Agreement for Consultant Services:**

The annual contract for is due for renewal. Richard Leon, owner of Mazes has been managing the Districts computer systems for the past three years. He has been dependable, and his rates are competitive. Quotes from other computer service consultants were received along with Mazes and Mazes was substantially lower than the competition. The 2019/2020 Agreement for Mazes Consulting services is attached.

#### **Server Improvements:**

Earlier this year, the Board approved funding for necessary improvements to the Activity Center computer server system. The District has received a quote from Mazes Consulting to provide the improvements. The improvements include the following:

- Redundancy Switch: Current system only has one switch (connection between the network panel and the internet firewall). If that switch fails, access to the servers fails as well as the internet and ProCare. If our firewall fails, our security and again access to ProCare and the internet fail. This redundancy switch will automatically provide a backup connection if the primary switch fails.
- Larger Storage Capacity: Our current storage server is a small office device where current CPU and Memory usage is consistently being maxed out and needs to be replaced with a mid-range storage server
- Backup Battery Power Supply - PG&E has been shutting down power randomly which can cause power surges, brown out, and spikes. Without a good battery backup solution to condition power and shutdown servers properly this can cost the district thousands of dollars in replacement costs.
- Move Server Equipment – The current server location is a small closet shared with phone and fire alarm network systems. The server equipment will now move to the closet in front of the General Manager's office. The closet has enough room for a proper server rack and has two doors, providing convenient access to the front and back of the equipment.
- Three Cameras for Day Care and Parking Lot - Most of the Activity Center is filmed on camera for security and liability insurance. These three cameras cover missing areas of the network.



A quote from Mazes Consulting to complete this work is attached. The quote includes \$11,480.59 for the equipment. Labor is estimated to be 48 hours at \$75/hr or \$3,600. The complete installation will total \$15,080.59.

**RECOMMENDATION**

1. Approve new agreement
2. Approve server improvements and quote provided by Mazes Consulting.

**ATTACHMENTS**

1. Proposed Service Agreement between Mazes Consulting and FRRPD
2. Quote for server improvements provided by Mazes Consulting

## AGREEMENT

This agreement is between FEATHER RIVER RECREATION AND PARKS DISTRICT, a Non- Profit organization (“**FRRPD**”) and MAZES CONSULTING LLC, a Limited Liability Company (“**MAZES**”).

Both parties agree as follows:

### 1. **FRRPD OBLIGATIONS**

Make monthly payments for services provided.

### 2. **MAZES OBLIGATIONS**

After 3 years of services and averaging almost 20 hours a week providing support, server management, patch management, personal requests, backups and regular maintenance I will continue the following services:

1. 1-year contract @ \$450 a month with the first 8 hours are included there after the hourly rate is @ \$75/hr.
2. Mailboxes will be \$6.99 per mailbox and additional mailboxes are at FRRPD’s request
3. Office 365 will be provided for all new servers and Installations as FRRPD does not have the software keys of the Original office products @ 11.99 per pc/user.
4. Off-site back up for disaster recovery is provided for instances of Fire, Flood, Theft, Server quits etc. This is at a price point of \$195.00 mo., and based on GB used
5. Monitor Servers / Workstations, Patch Servers/Workstations, provide a monthly report when billing occurs of all tasks and services performed.
6. Be on-call with a response time of no less than 1/hr M-F from 8 to 5.  
Depending on severity of issue, a solution should be fixed w/in 24 hrs. No overtime or weekend charges will apply.

### 3. **ADDITIONAL TERMS**

Agreement 1 year.

### 4. **FORCE MAJEURE**

A party will not be in breach of or in default under this agreement on account of, and will not be liable to the other party for, any delay or failure to perform its obligations under this agreement by reason of fire, earthquake, flood, explosion, strike, riot, war, terrorism, or similar event beyond that party’s reasonable control (each a “**Force Majeure Event**”). However, if a Force Majeure Event occurs, the affected party shall, as soon as practicable:

- (a) notify the other party of the Force Majeure Event and its impact on performance under this agreement; and
- (b) use reasonable efforts to resolve any issues resulting from the Force Majeure Event and perform its obligations under this agreement.

## 5. GOVERNING LAW

- (a) **Choice of Law.** The laws of the state of California govern this agreement (without giving effect to its conflicts of law principles).
- (b) **Choice of Forum.** Both parties' consent to the personal jurisdiction of the state and federal courts in Butte County, California.
- (c) **Attorneys' Fees.** If either party employs attorneys to enforce any rights arising out of or relating to this agreement, the losing party shall reimburse the prevailing party for its reasonable attorneys' fees and costs.

## 6. AMENDMENTS

No amendment to this agreement will be effective unless it is in writing and signed by both parties.

## 7. ASSIGNMENT AND DELEGATION

- (a) **No Assignment.** Neither party may assign any of its rights under this agreement, except with the prior written consent of the other party, which consent may not be unreasonably withheld. All voluntary assignments of rights are limited by this subsection.
- (b) **No Delegation.** Neither party may delegate any performance under this agreement, except with the prior written consent of the other party, which consent may not be unreasonably withheld.
- (c) **Enforceability of an Assignment or Delegation.** If a purported assignment or purported delegation is made in violation of this section 8, it is void.

## 8. COUNTERPARTS; ELECTRONIC SIGNATURES

- (a) **Counterparts.** The parties may execute this agreement in any number of counterparts, each of which is an original but all of which constitute one and the same instrument.
- (b) **Electronic Signatures.** This agreement, agreements ancillary to this agreement, and related documents entered into in connection with this agreement are signed when a party's signature is delivered by facsimile, email, or another electronic medium. These signatures must be treated in all respects as having the same force and effect as original signatures.



## 9. SEVERABILITY

If any one or more of the provisions contained in this agreement is, for any reason, held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions of this agreement, but this agreement will be construed as if those invalid, illegal, or unenforceable provisions had never been contained in it, unless the deletion of those provisions would result in such a material change so as to cause completion of the transactions contemplated by this agreement to be unreasonable.

## 10. NOTICES

(a) **Writing; Permitted Delivery Methods.** Each party giving or making any notice, request, demand, or other communication required or permitted by this agreement shall give that notice in writing and use one of the following types of delivery, each of which is a writing for purposes of this agreement: personal delivery, mail (registered or certified mail, postage prepaid, return-receipt requested), nationally recognized overnight courier (fees prepaid), facsimile, or email.

(b) **Addresses.** A party shall address notices under this section 11 to a party at the following addresses:

If to the Feather River Recreation and Parks District.  
 Shawn Rohrbacker  
 1875 Feather River Blvd.  
 Oroville, CA. 95965  
 530-533-2011  
[shawn@frrpd.com](mailto:shawn@frrpd.com)

If to the Mazes Consulting  
 Richard Leon  
 1525 Golden Birch Place  
 Chico, Ca. 95928  
 530-519-3431  
[rleon@mazesconsulting.com](mailto:rleon@mazesconsulting.com)

(c) **Effectiveness.** A notice is effective only if the party giving notice complies with subsections (a) and (b) and if the recipient receives the notice.

## 11. WAIVER

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this agreement will be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy will be deemed a waiver of any other breach, failure, right, or remedy, whether similar, and no waiver will constitute a continuing waiver, unless the writing so specifies.

## 12. ENTIRE AGREEMENT

This agreement constitutes the final agreement of the parties. It is the complete and exclusive expression of the parties’ agreement with respect to the subject matter of this agreement. All prior and contemporaneous communications, negotiations, and agreements between the parties relating to the subject matter of this agreement are expressly merged into and superseded by this agreement. The provisions of this agreement may not be explained, supplemented, or qualified by evidence of trade usage or a prior course of dealings. Neither party was induced to enter this agreement by, and neither party is relying on, any statement, representation, warranty, or agreement of the other party except those set forth expressly in this agreement. Except as set forth expressly in this agreement, there are no conditions precedent to this agreement’s effectiveness.

**13. HEADINGS**

The descriptive headings of the sections and subsections of this agreement are for convenience only, and do not affect this agreement’s construction or interpretation.

**14. EFFECTIVENESS**

This agreement will become effective when all parties have signed it. The date this agreement is signed by the last party to sign it (as indicated by the date associated with that party’s signature) will be deemed the date of this agreement.

**15. NECESSARY ACTS; FURTHER ASSURANCES**

Each party and its officers and directors shall use all reasonable efforts to take, or cause to be taken, all actions necessary or desirable to consummate and make effective the transactions this agreement contemplates or to evidence or carry out the intent and purposes of this agreement.

By signing below, you agree to all the provisions and conditions listed herein.

FEATHER RIVER RECREATION AND PARK DISTRICT

\_\_\_\_\_  
Shawn Rohrbacker, General Manager      Date

MAZES CONSULTING, LLC

\_\_\_\_\_  
Richard Leon      Date

# Mazes Consulting

For the Love of I.T.

## Quote Redundancy



**Bill To:**  
 Deborah Peltzer  
 Feather River Recreation and Parks District  
 1875 Feather River Blvd  
 Oroville, Ca. 95969  
 530-533-2011

Date:	10/1/2019
Invoice #:	QOT-
Customer ID:	1
Work Order #:	-
Payment Due by:	10/1/2019

Description	QTY	Line Total
<b>APC UPS 1500VA Smart-UPS Single Phase Online Uninterruptible Power Supply (SRT1500XLA) - Schneider Electric Smart-UPS SRT 48V 1kVA 1.5kVA Battery Pack</b>	1.00	2,399.99
<b>Sonicwall TZ300</b>	1.00	799.99
<b>Aruba HPE Aruba 2530-48G Managed Switch - 48 Ethernet Ports &amp; 4 Gigabit SFP Ports</b>	2.00	1,398.99
<b>Ubiquiti UAP-AC-M-US Unifi Mesh Access Point</b>	3.00	\$389.99
<b>Argus PT Reo-Link</b>	2.00	399.98
<b>4K Ultra HD PoE IP Cam for Unimaginable Details; Enhanced Night Vision; Audio Recording</b>	3.00	119.99
<b>PowerEdge T440 Tower Server - Server 2016 included</b>	1.00	3,266.99
<b>Crucial 16GB DDR4-2666 ECC UDIMM</b>	2.00	248.99
<b>Dell - 2TB 7.2K RPM 6Gb/s 3.5" SAS HD</b>	8.00	799.92
<b>4 Port VGA KVM Switch with USB Hub Support Wireless Keyboard Mouse Connection and Push Button Switching Function - This used to switch between all 3 computers by the push of a button using 1 monitor and 1 keyboard/mouse</b>	1.00	49.99
<b>42u 2 Post Rack with shelves and Accessories for setup</b>	1.00	699.99
<b>Kendall Howard DVR Security Lock Box - mounting kit</b>	1.00	129.99
<b>75ft Cat6 Blue Ethernet Patch Cable, Snagless/Molded Boot</b>	30.00	389.70
<b>Subtotal</b>		<b>10,704.51</b>

This Quote does not contain labor as labor will be charged separately and is to be done by both myself and Frpd Maintenance Crew. Secondly there may be unforeseen costs and could take up to 2 weekends to finish up

Sales Tax Rate	%	7.25
Sales Tax	\$	776.08
Shipping & Handling	\$	-
<b>Total</b>	<b>\$</b>	<b>11,480.59</b>

Make all checks payable to Mazes Consulting

**Thank you for your business!**

Should you have any enquiries concerning this invoice, please contact Richard Leon on 530-519-3431

1525 Golden Birch Place, Chico, Butte, CA, 95928



**STAFF REPORT**

**DATE: OCTOBER 22, 2019**

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

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: PURCHASE MAINTENANCE VEHICLE F-250 4X2**

**SUMMARY**

District maintenance department is in need of additional vehicles to service District parks and facilities. Adopted 2019-20 District budget allocates up to \$45K for leasing an additional District vehicle. Staff is recommending purchasing an additional FORD F-250 4X2. Multiple lease options are offered.

<u>VEHICLE LEASE</u>	<u>ESTIMATED MONTHLY PAYMENT</u>	<u>ESTIMATED TRUCK &amp; INTEREST</u>
2020 Ford F-250 (4X2)	60 MONTH -\$722/month	\$43,320
2020 Ford F-250 (4X2)	48 MONTH-\$875/month	\$42,000

**RECOMMENDATION**

Enter into 60-month lease with Oroville Ford for one FORD F250.

**REQUESTS**

Approve Purchase



Tommy Martin &lt;tommy.fordfleet@gmail.com&gt;

**Feather River Parks and Recreations, CA, Quote #94431**

1 message

O'Donnell, Thomas (T.) &lt;todonne8@ford.com&gt;

Mon, Oct 14, 2019 at 7:06 AM

To: "tommy.fordfleet@gmail.com" &lt;tommy.fordfleet@gmail.com&gt;

Ford Credit Municipal Finance is pleased to provide the following quote for review and consideration.

Description	2020 Ford F250 Gas 4x2
Quantity	1
Price	\$24,570.52
Description	Upfit Utility Body/ESP/Tax/Fees
Quantity	1
Price	\$13,086.03
APR	6.70%
Total Amount Financed	\$38,201.55
Term	4
Payment Timing	Annual in Advance
Payment Amount	\$10,498.47

Please note an Underwriting Fee of \$545 is included in the Total Amount Financed. Rather than financing, this fee can be paid up front with the first payment if preferable.

**This quote expires on 12/13/2019.** It was prepared assuming the lease qualifies for Federal Income Tax Status for Ford Credit Company LLC under Section 103 of the IRS Code. This quote is not a commitment by Ford Credit Municipal Finance. Financing is subject to credit review. Required documentation for credit



Tommy Martin &lt;tommy.fordfleet@gmail.com&gt;

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**Feather River Parks and Recreations, CA, Quote #94431A**

1 message

O'Donnell, Thomas (T.) &lt;todonne8@ford.com&gt;

Mon, Oct 14, 2019 at 7:08 AM

To: "tommy.fordfleet@gmail.com" &lt;tommy.fordfleet@gmail.com&gt;

Ford Credit Municipal Finance is pleased to provide the following quote for review and consideration.

Description	2020 Ford F250 Gas 4x2
Quantity	1
Price	\$24,570.52
Description	Upfit Utility Body/ESP/Tax/Fees
Quantity	1
Price	\$13,086.03
APR	6.70%
Total Amount Financed	\$38,201.55
Term	5
Payment Timing	Annual in Advance
Payment Amount	\$8,661.93

Please note an Underwriting Fee of \$545 is included in the Total Amount Financed. Rather than financing, this fee can be paid up front with the first payment if preferable.

**This quote expires on 12/13/2019.** It was prepared assuming the lease qualifies for Federal Income Tax Status for Ford Credit Company LLC under Section 103 of the IRS Code. This quote is not a commitment by Ford Credit Municipal Finance. Financing is subject to credit review. Required documentation for credit

**Sales Quote**



255 Voyager Ave  
 Brea, CA 92821  
 Phone: 714-996-0411  
 Fax: 714-996-0695

Sales Quote SQ29913  
 Sales Quote Date: 9/13/2019  
 Inside Sales Rep.: Whitney Taylor

Sell  
 To: OROVILLE FORD INC.~  
 CHRIS GOODHUE  
 DEALER:F-72452  
 1350 ORO DAM BLVD E  
 OROVILLE, CA 95965

Ship  
 To: OROVILLE FORD INC.  
 CHRIS GOODHUE  
 DEALER:F-72452  
 1350 ORO DAM BLVD E  
 OROVILLE, CA 95965

Tax Ident. Type Legal Entity

Customer ID FSO01  
 Dealer Number  
 SalesPerson STEVE  
 VIN

Ship Via Common Carrier  
 Terms 2% 10 Days, Net 30  
 Location BREA  
 Territory REGION 2

Harbor Truck Bodies is Not Held Responsible for any items not listed on this order/quote.  
 Pricing on quote is valid 30 days from sales quote date.

Item No.	Description	Exp. Notes	Unit	Qty.	Unit Price	Net Price
FORD-056-R-SRW	FORD 56" CA REGULAR CAB SRW GAS-2020	HARBOR POOL CHASSIS - F20F2A996164PG	EACH	1		
	VIN# MODEL YEAR: 2020 HARBOR POOL CHASSIS - F20F2A996164PG					
HT098-1541A	8-FT TRADEMASTER FOR 56CA SRW. VERTICAL SERIES-C/S & S/S W/STAINLESS STEEL POP TOP LIDS. BODY IS APPROX 98"L, 79"W, 49" FLOOR, 41"H, 15"D COMPARTMENTS.		EACH	1	5,571.36	5,571.36
Y08AWHITE	HARBOR WHITE SINGLE STAGE NON CLEAR COAT		EACH	1		
RKTFLB098-1541-R	8-FT TAPERED-LEG SIDE-LOADER OVER-CAB RACK W/ HOOKS, SWING AWAY REAR BAR, & REMOVABLE CROSSBARS, 42" FRONT LENGTH		EACH	1	1,242.00	1,242.00
Z08-F/BRUL79-08	MOUNT 8-FT U-RECESS BUMPER W/ 8" STEP & LIGHTS		EACH	1		
M7PRONG	7 PRONG TRAILER CONNECTOR (POLLAK)		EACH	1	148.32	148.32
MBCK-UP-CAM-LB1	REAR BACKUP CAMERA INSTALL LABOR-1 ONLY (MBCK-UP-CAM-LB1)		EACH	1	115.20	115.20
FREIGHT	FREIGHT		EACH	1	395.00	395.00

Amount Subject to Sales Tax 0  
 Amount Exempt from Sales Tax 7,471.88  
 Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Dealer VIN/VON \_\_\_\_\_  
 P.O.# 13989

Subtotal: 7,471.88  
 Invoice Discount: 0.00  
 Total Sales Tax: 0.00  
**Total: 7,471.88**







**VIRTC1DP**

V4.5G  
5432



CNGP530

VEHICLE ORDER CONFIRMATION

10/11/19 13:48:36

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Dealer: F72452

2020 F-SERIES SD

Page: 1 of 2

Order No: T101 Priority: M3 Ord FIN: KZ175 Order Type: 5B Price Level: 020  
 Ord Code: 600A Cust/Flt Name: FEATHER RIVER PO Number:

		RETAIL	DLR	INV		RETAIL	DLR	INV	
F2A	F250 4X2 SD R/C	\$33705	\$32020.00		JOB #1 BUILD				
	142" WHEELBASE			17F	XL DECOR PKG	NC		NC	
Z1	OXFORD WHITE				10000# GVWR PKG				
A	VNYL 40/20/40			425	50 STATE EMISS	NC		NC	
S	MEDIUM EARTH GR			512	SPARE TIRE/WHL2	295		269.00	
600A	PREF EQUIP PKG			52B	BRAKE CONTROLLR	270		246.00	
	.XL TRIM				TELE TT MIR-PWR				
572	.AIR CONDITIONER	NC			JACK				
	.AMFM/MP3/CLK								
996	.6.2L EFI V8 ENG	NC		NC	TOTAL BASE AND OPTIONS	37170		32792.52	
44S	6-SPD AUTOMATIC	NC		NC	TOTAL	37170		32792.52	
TD8	.LT245 BSW AS 17				*THIS IS NOT AN INVOICE*				
X37	3.73 REG AXLE	NC		NC					
90L	PWR EQUIP GROUP	915		832.00	* MORE ORDER INFO NEXT PAGE *				
66D	PU BOX DELETE	(625)		(569.00)	F8=Next				
	F1=Help			F2=Return to Order	F3/F12=Veh Ord Menu				
	F4=Submit			F5=Add to Library					
S006 - MORE DATA IS AVAILABLE.							QC09534		

V1DP0150

2,6



**VIRTC1DP**

V4.56  
5432



CNGP530

VEHICLE ORDER CONFIRMATION

10/11/19 13:49:11

==>

Dealer: F72452

2020 F-SERIES SD

Page: 2 of 2

Order No: T101 Priority: M3 Ord FIN: KZ175 Order Type: 5B Price Level: 020

Ord Code: 600A Cust/Flt Name: FEATHER RIVER PO Number:

	RETAIL	DLR INV	RETAIL	DLR INV
63R RR STAB W/ AUX	\$125	\$114.00		
66S UPFITTER SWTCH	165	150.00		
67D 200/240 AMP ALT	NC	NC		
96V XL VALUE PKG	725	660.00		
.CRUISE CONTROL				
SP DLR ACCT ADJ		(1573.00)		
SP FLT ACCT CR		(978.00)		
FUEL CHARGE		19.52		
B4A NET INV FLT OPT	NC	7.00		
PRICED DORA	NC	NC		
DEST AND DELIV	1595	1595.00		

TOTAL BASE AND OPTIONS 37170 32792.52

TOTAL 37170 32792.52

\*THIS IS NOT AN INVOICE\*

F7=Prev

F1=Help F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC09534

V1DP0150

2,6



## STAFF REPORT

**DATE: OCTOBER 22, 2019**

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

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: ALLOCATE UP TO \$8k TILT TRAILER, GENERAL FUND**

### SUMMARY

The District currently owns 1 tilt bed trailer, it is in use every day hauling the mowers. Maintenance Department requires a second trailer to haul bobcat, backhoe and other equipment related to irrigation and general park maintenance.

During the budget process \$60k was transferred from reserves to General Fund for equipment purchases. The Board has approved up to \$55k for the Bobcat purchase, at least \$5k remains in the General Fund for equipment purchases. The trailer purchase will be funded from General Fund.

Three quotes attached; staff is requesting allocation up to \$8k.

1. **Jeff's Truck Service: Big Tex 14TL \$7,346**
2. **Best Trailer, Inc. TB 9900 \$7,878**
3. **Monroe Towmaster: T-12DT \$11,449**

### RECOMMENDATION

General Manager and Business Manager recommends allocation up to \$8k  
2019-20 Budget supports this purchase

### REQUESTS

Approve request to spend up to \$8k for trailer

Best Trailer, Inc.

500 IDAHO MARYLAND ROAD  
 (530) 274-2378 fax: (530) 273-7631

# Estimate

Date	Estimate #
9/20/2019	4401

Name / Address
scott@frpd.com

Rep	Project

Description	Qty	Rate	Total
TB82' X 16' TILTBED TANDEM AXLE G.V.W.R. 9900 1B9TB212	1	7,200.00	7,200.00T
TIRE TAX CA RECYCLING MANDATORY	4	1.75	7.00
DOC REGISTRATION SERVICE FEES	1	32.00	32.00T
DMV FEES FOR REGISTRATION	1	42.00	42.00
SURGE BRAKES BLACK ON BLACK 2 5/16 CROFT COUPLER RUMBER DECKING			
DELIVERY NOT QUOTED			

<b>Subtotal</b>	\$7,281.00
<b>Sales Tax (8.25%)</b>	\$596.64
<b>Total</b>	\$7,877.64

# JEFF'S TRUCK SERVICE

13514 HWY 99 NORTH

CHICO, CA 95973

(530) 895-8070

530 898-8711

PLEASE REMIT TO THIS ADDRESS

Web/eMail jtsf250@yahoo.com

Fax # 530 898-8711

## ESTIMATE#504246

Page: 1 H34

Monday-Saturday 8a.m.-6p.m.

Date

19 SEP 2019

Lic.

BAR No. ARD 212556

DEPT OF TOXIC SUBST

EPA-CAL 000294775

<b>SOUTH FEATHER WATER</b>	<b>SCOTT</b>	License JUN/9th/21	Year 0
<b>CHICO</b>	<b>CA</b>	Vin	Make N/A
Home #		Eng. Type	Model N/A
Work #	Ext.	Eng. No.	Miles/Km 0.0
Cell. #		Prod.	Color/Doors
EMAIL:		Other (CAP)	
Sales: 09		Remarks/PO:	Open Date 19 SEP 2019 13:03
		Unit	Ready By: 19 SEP 2019

Type	Description of Labor / Parts / Miscellaneous	Qty	Hours	Tech.	Each \$	Amount
Part:	.. - 14TL-20 WOOD	1.00			\$ 6,800.00	\$ 6,800.00
Misc.:	DMV	1.00				\$ 44.00
Misc.:	TIRE TAX	1.00				\$ 8.75
Misc.:	TRAILER IS RATED AT 14K AND NEEDS CLASS A DRIVERS LICENSE. CAN DERATE TO 9990 FOR CLASS C USE.	1.00				
				<b>1</b>	<b>Group Sub Total</b>	<b>\$ 6,852.75</b>

TRAILER IS ABOUT 6 WEEKS OUT.

<b>Original Estimate:</b>	\$ 0.00 :	_____ :	I acknowledge notice and oral approval of an increase in the original estimated price			
<b>Revision #1</b>	.00	<b>Revision #2</b>	.00	<b>Revision #3</b>	.00	
<b>Increase</b>	0.00	<b>Increase</b>	0.00	<b>Increase</b>	0.00	

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways, or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. The company is not responsible for loss or damage to vehicle articles left in vehicle in case of fire, theft, or any other cause beyond our control. By signing, I agree to the terms and conditions listed on both sides of this form. All sales are final on electrical and/or computer parts. A 15% restocking fee will be charged on all special orders. Freight is non-refundable, return shipping fees may apply.

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

: \_\_\_\_\_

Payment 1: 0.00

Thank You From: JEFF'S TRUCK SERVICE

Account # 23003

Payment 2:

Key#

0.00

Estimate Labor	\$ 0.00
Estimate Parts	\$ 6,800.00
Estim. Environm.	\$ 0.00
Shop Supplies	\$ 0.00
Est. Sub Total Charges	\$ 0.00
Estimate Sublet	\$ 52.75
Estimate Sales Tax	\$ 493.00

Estim. Before Sales Tax \$ 6,852.75

**Total Estimate \$ 7,345.75**



Reference No.  
QT 44567

**QUOTATION**

<b>Ship To:</b> FEATHER RIVER RECREATION 1875 FEATHER RIVER BLVD  OROVILLE	<b>Cust:</b> 11	<b>Phone:</b>  CA 95965	<b>USA</b>	<b>Bill To:</b> MONROE TOWMASTER (SOURCEWELL) CONTRACT# 121918-MNR 61381 US HWY 12  LITCHFIELD	<b>Phone:</b>  MN 55355	<b>USA</b>
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ATTN: Marc Rivas

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	ANNA JOHNSON	CASH IN ADVANCE	10/04/19	10/04/19	0/00/00
<b>Serial No.</b>	<b>Discounts:</b>		<b>16.00%</b>	<b>.00%</b>	<b>.00%</b>

**Build Instructions** Feather River Recreation ID 167762

Attn: Scott T.  
1875 feather River Blvd  
Oroville, CA 95965  
Phone: (530) 533-2011

Qty	Feature	Description	List
1	Base Model - T-12DT		\$8,635.00
1	*CUSTOM* - Customer Approval Drawing		
1	Std Features - 24" Diamond Plate Approach		
1	Std Features - Side Lip Down		
16	Deck Length - In Feet		
16	Decking Type - 2'' Nominal Oak		
1	Stationary Deck - 4' stationary deck wood		\$995.00
1	Width - 102" Overall with 82" Deck		
2	Axles - 7k E-Z lube Torflex		
2	Brakes - Electric		
4	Tires - 235/85Rx16(F)		
4	Tires - 235/85Rx16(F)		
4	Wheels - White Mod		
1	Jack - 12K Drop Leg		

\*--- Continued ---\*

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

FET required on all trailers with a GVWR OF 26,000 lbs or more.

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

Price:

Total Discounts:

Net Cost:

Freight

Material Surcharge:

Total Due:



Reference No.  
QT 44567

**QUOTATION**

<b>Ship To:</b>	<b>Cust:</b>	<b>11</b>	<b>Phone:</b>	<b>Bill To:</b>	<b>Phone:</b>
FEATHER RIVER RECREATION				MONROE TOWMASTER (SOURCEWELL)	
1875 FEATHER RIVER BLVD				CONTRACT# 121918-MNR	
				61381 US HWY 12	
OROVILLE		CA 95965	USA	LITCHFIELD	MN 55355 USA

ATTN: Marc Rivas

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	ANNA JOHNSON	CASH IN ADVANCE	10/04/19	10/04/19	0/00/00

Serial No. **Discounts: 16.00% .00% .00%**

Qty	Feature	Description	List
1	Lights - L.E.D.		
1	Plug - 7 Pole Rv		
1	Hitch/Neck - 2-5/16 Ball Coupler		
1	Trailer Color - Equipment Black		
12	Tie Downs - D-Rings		\$70.00
1	Option - Spare Tire Mounting Bracket, mounted in between tongue beams		\$160.00
1	Option - Tool Box Lid		\$125.00
1	Loose Items - Spare Tire & Wheel 235/85Rx16(F)		\$230.00
2	*CUSTOM* - Mesh Racks Over Fenders, 11' Long x 12" Wide x 19" Deep		\$1,790.00
1	Option - License Fee		\$250.00
	<b>Freight</b>		<b>\$1,155.00</b>

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

FET required on all trailers with a GVWR OF 26,000 lbs or more.

Price: \$12,255.00

Total Discounts: \$1,960.80

Net Cost: \$10,294.20

Freight \$1,155.00

Material Surcharge:

Total Due: \$11,449.20

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

**DEPARTMENT UPDATES – SEPTEMBER 2019**

**Preschool**

*By Estela Valencia – Director of Preschool*

**Enrollment:**

Toddler Program - 12

Preschool – 50

**Recently completed events/projects:**

We welcome new hire, teacher Diane to the team. Diane has experience working in a childcare setting and we look forward to a great year with her.

**Current events/projects:**

As a supervisor, it’s very important to me to make sure that all staff is currently up to date with mandatory state certifications such as the Integrated Pest Management and California Abuse Mandated Reporter training. All our preschool employees have completed both training, except for recently hired staff. Also, certain Immunizations are mandatory to work in Childcare, so I have been updating staff files to make sure everyone is up to date with what is required by the state.

It was a busy month in our preschool, we have scholastic book orders due and five new children enroll to our program.

**Upcoming events/projects:**

As we do every year, the preschool will be Trick-or-Treating in the morning of October 31<sup>st</sup> at 10:00am.

**Gymnastics**

*By Michelle Huffman – Recreation Supervisor Gymnastics*

**Enrollment:**

Rec Under 7	116	Boys Team	14	Total	317
Rec 7 and up	157	Girls Team	30		
	273		44	Change	21

**Updates:**

A new class testing program is being initiated this month and the coaches have been very responsive. We hope to open up communication and help clarify expectations of each and every class. We are also looking to identify more preteam athletes over the next few weeks.

**Events:**

October Halloween Jamboree will be on October 26-27 and we currently have 380 athletes registered. Sessions will run Saturday from 8am-9pm and Sunday from 8am-3pm.



## DEPARTMENT UPDATES – SEPTEMBER 2019

### Projects:

We continue to move forward with developing a new meet set up and finishing the rock room.

### Recreation

*By Brian Wilson – Recreation Supervisor*

#### Current/Ongoing Programs Offered

- Adult Sports Programs
  - Fall Softball 12 teams scheduled for 10 games/week
- Youth Sports Programs
  - Basketball 24 Teams scheduled for 20 games/week
  - Officials
    - Recruitment Ongoing
    - Training(s) 10/16/19 and 10/23/19
- Special Interest Classes
  - Karate
  - Judo
  - Whole Body Fit
  - Yoga
  - U-Jam
  - Zumba
  - Mrs. Gabby/Noelle Dance
  - Mrs. Peggy Dance
  - Line Dancing

#### Recently Completed Events/Projects/Programs

- Youth After School Sports Programs
  - Cross Country End of season Ribbon Meet held 10/10
  - Flag Football End of season tournament play week of 10/14
  - Volleyball End of season tournament play week of 10/14
- Sporty All-Stars Fall Session (Pre-K/K)

#### Current events/projects

- 5-Year Department Plan
- Kinder Gym Paint/Flooring Project
- Rock room project
  - Slack line(s)
  - Traverse wall(s)
  - Peg board(s)
- District Sponsored Youth Basketball Skills Clinic
  - Partnership w/Chico SuperKats

DEPARTMENT UPDATES – SEPTEMBER 2019

Upcoming events/projects

- Parent’s Night Out: Kid’s Night In 10/19/19
- Staff training: Gymnastics programming 11/ 2/19
- Winter/Spring Activity Guide (copy due) 11/ 8/19
- Sporty All-Stars Winter Session (Pre-K/K) 11/ 9/19
- Annual Turkey Trot Fun Run/Walk 11/16/19 Riverbend Park
- Jr. Giants Programming Calendar
- District Master Plan



*Ishi Hills Flag Football Team, 2019 FRRPD Youth League Champions*



*FRRPD Cross Country Ribbon Meet, 2019 Riverbend Park*

## DEPARTMENT UPDATES – SEPTEMBER 2019

### Maintenance

*Scott Thompson – Park Supervisor*

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

##### Gym

- Build and install pit covers for a portion of the foam pit, this will give the gym more floor space and be able to support more gymnastic activities.
- Replace failed moisture sensor in foam pit.

##### Activity Center/Preschool

- Address work orders for small repairs throughout preschool
- Remove electrical outlets on front of building in order to cut down on vagrancy
- Remove hose valves and replace with loose key valves in order to cut down on vagrancy

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

Maintenance has been keeping a full-time schedule during the week doing the following:

- Mowing sports fields and turf areas, sports fields get 2x cuts a week
- Weed eating, edging concrete, blowing clippings/leaves
- Trimming trees
- Testing/repairing sprinklers/irrigation lines
- Repairing leaks in mainlines/irrigation lines
- Prepping sports fields for weekly games and practices
- Maintaining Nelson Pool for OCRAS.
- Weekend rentals in all parks

##### Nolan Complex

- Playtown Restrooms
  - Shawn and I continue to work on this project with architects, engineers, and the contractor. We are approaching plan submittal as the next step.

##### Activity Center

- Working with Hobbs' Pest Control to address rodent issues in building
  - Sealing door openings
  - Installing threshold under roll up door in gym
- Working with material rep to get roof repairs made on Activity Center
  - Job walkthrough 10/15

##### Riverbend Park

- Landscaping
  - Removing weeds and trees in all DG areas of the park
  - Removing cobble from area adjacent to playground
  - Applying pre-emergent for weed prevention
  - Replace all tree stakes with new, re-tie trees

## DEPARTMENT UPDATES – SEPTEMBER 2019

- Trim all new trees

### Gym

- Replace Masonite boards on spring floor
- Replace broken light panel/s

### All Sites

- Irrigation
  - Turning irrigation down at all parks as we move into fall.

### Upcoming events/projects:

#### Nelson Complex

- Vorhees Field
  - Relocate and/or remove electrical lines in the way of new backstop posts
  - Install new backstop
  - Re-grade field, cut turf where outfield meets infield, remove hump, reseed grass, install new base anchors and bases.
- Baldry Field
  - Re-grade field, cut turf where outfield meets infield, remove hump, reseed grass, install new base anchors and bases.
- Damon Field
  - Re-grade field, cut turf where outfield meets infield, remove hump, reseed grass, install new base anchors and bases.

#### Bedrock Skatepark

- Fencing
  - Meeting with fencing contractors to determine options for fencing along northern end, and southern end of skatepark.

#### All Sites

- Major tree trimming operations

#### Leaf collection

### **Administration, Events & Marketing**

*By Victoria Anton – Executive Administrator*

### Recently Completed Events/Projects

- Palermo Park Playgrounds Grand Opening – We introduced the new play structures during the 2019 Palermo Community Festival. <https://krcrtv.com/news/butte-county/flipping-for-joy-two-new-playgrounds-officially-unveiled-at-palermo-park>
- The 2019 Feather River Cleanup was a huge success! Over 250 volunteers collected three 30-yard bins or trash and debris along the Feather River and surrounding trails.

