



**FEATHER RIVER RECREATION & PARK DISTRICT**  
Regular Board Meeting  
August 23, 2022

**ACTIVITY CENTER**  
1875 Feather River Blvd.  
Oroville, CA 95965

**AGENDA** **Closed Session 5:00 PM/Open Session Immediately Following**

*Written comments must be sent to [victoriaa@frrpd.com](mailto:victoriaa@frrpd.com) 1-hour prior to the meeting to be presented to the Board. If you need a special accommodation to participate in this meeting, please contact (530)533-2011.*

**CALL MEETING TO ORDER**

**ROLL CALL**

Chairperson Steven Rocchi  
Vice-Chairperson Shannon DeLong  
Director Scott "Kent" Fowler  
Director Devin Thomas  
Director Clarence "Sonny" Brandt

**PLEDGE OF ALLEGIANCE**

**CLOSED SESSION**

**1. Property Negotiations, Pursuant to Government Code Section 54956.8**

Property Asset Update

**2. Conference with Legal Counsel, Pursuant to Government Code Section 54956.9**

Anticipated Litigation – Facts and circumstances that might result in litigation against FRRPD.

**CLOSED SESSION ANNOUNCEMENTS**

**PUBLIC COMMENT**

The Board will invite anyone in the audience wishing to address the Board, on a matter not listed on the agenda, to state your name for the record and make your presentation. You are limited to three (3) minutes. *The Board cannot take any action except for brief response by the Board or staff to a statement or question relating to a non-agenda item.*

**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 shall be considered immediately following the adoption of the Consent Agenda.*

- 1. Regular Board Meeting Minutes** (Appendix A)
- 2. Special Board Meeting** (Appendix B)
- 3. Special Board Meeting** (Appendix C)
- 4. July 2022 Financials** (Appendix D)

Consent Agenda Motion:

Vote:

## **ACTION ITEM(S)**

**1. Updated Annual Contract: Weekly Landscape Service Riverbend and Nelson Parks**

(Appendix E)

Motion:

Vote:

**2. Riverbend Deep Clean Services (Appendix F)**

Motion:

Vote:

**3. Riverbend Park Fitness Equipment Install Request for Formal Bid (Appendix G)**

Motion:

Vote:

**4. Surplus District Items (Appendix H)**

Motion:

Vote:

**5. Amendment to Agreement No. 3270 Between the City of Oroville and Feather River Recreation and Park District for the Completion of the Brad Freeman Trail (Appendix I)**

Motion:

Vote:

## **DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix J)**

## **UNFINISHED BUSINESS**

### **BOARD ITEMS FOR UPCOMING AGENDA(S)**

**1. AB1234 Ethics Training for Board Members (Appendix K)**

Special Board Meeting: Activity Center October 11<sup>th</sup> at 9:45am.

## **ADJOURNMENT**



**FEATHER RIVER RECREATION & PARK DISTRICT**

Regular Board Meeting  
July 26, 2022

**ACTIVITY CENTER**

1875 Feather River Blvd.  
Oroville, CA 95965

**Draft Minutes** **Closed Session 5:00 PM/Open Session Immediately Following**

**Dial into the meeting: (530) 212-8376; Conference Code: 603692**

**CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 5:04 PM.**

**ROLL CALL**

Chairperson Steven Rocchi	<u>Present</u>
Vice-Chairperson Shannon DeLong	<u>Present</u>
Director Scott "Kent" Fowler	<u>Present</u>
Director Devin Thomas	<u>Present</u>
Director Clarence "Sonny" Brandt	<u>Present</u>

**CLOSED SESSION**

**1. Property Negotiations, Pursuant to Government Code Section 54956.8**

Property Asset Update

**2. Conference with Legal Counsel, Pursuant to Government Code Section 54956.9**

Anticipated Litigation – Facts and circumstances that might result in litigation against FRRPD.

**3. Interim General Manager, Pursuant to Government Code section 49457**

**CLOSED SESSION ANNOUNCEMENTS**

**1. Property Negotiations**

No action was taken. Direction was given to staff.

**2. Conference with Legal Counsel**

No action was taken. Direction was given to legal counsel.

**3. Interim General Manager, Pursuant to Government Code section 49457**

Direction was given to staff to arrange General Manager interviews during the next Board meeting.

The Board approved wage increases for the Business Manager and Executive Administrator for an increase workload assignment.

**PUBLIC COMMENT**

No public comments were made.

**CONSENT AGENDA**

**1. June 28, 2022 Regular Board Meeting Minutes**

**2. July 6, 2022 Special Board Meeting Minutes**

**3. July 20, 2022 Special Board Meeting Minutes**

**4. June 2022 Financials**

**5. Resolution 1993-22: A Resolution of the Board of Directors of the Feather River Recreation and Park District Acknowledging the Completion of the Nelson Field Lights Improvement Project**

Fixed Asset number 212202

Director Brandt requested that item #3 July 20, 2022 Special Board Meeting Minutes.

Director DeLong made the motion to approve the consent agenda without item #3.

Director Brandt seconded the motion.

**\*The motion to approve the Consent Agenda without item #3 passed with a unanimous vote.**

**ACTION ITEMS****Consent Agenda Item #3 - July 20, 2022 Special Board Meeting Minutes**

Director Brandt made the motion to approve the July 20, 2022 Special Board Meeting Minutes with edits to the closed session announcement.

Director Thomas seconded the motion.

**\*The motion to approve the July 20, 2022 Special Board Meeting Minutes passed with a unanimous vote.**

**1. Resolution No. 1994-22: A Resolution of The Feather River Recreation and Park District Board of Directors Approving the Final Budget for Fiscal Year 2022–2023**

Director DeLong made the motion to adopt Resolution 1994-22.

Director Brandt seconded the motion.

**\*The motion to adopt Resolution 1994-22 passed with a unanimous vote.**

**2. Turf Maintenance Services**

Director Brandt made the motion to allocate up to \$9,000 for 2-month turf maintenance services at Riverbend Park and Nelson Sports Complex.

Director Thomas seconded the motion.

**\*The motion to allocate up to \$9,000 for 2-month turf maintenance services at Riverbend Park and Nelson Sports Complex passed with a unanimous vote.**

**3. Palermo Bathroom Repairs**

Director DeLong made the motion to allocate up to \$9,000 for Palermo bathroom repairs.

Director Fowler seconded the motion.

**\*The motion to allocate up to \$9,000 for Palermo bathroom repairs passed with a unanimous vote.**

**4. Palermo Kiddie Pool Leak**

No action was taken. Direction was given to staff to explore repair options.

**DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS WERE REVIEWED.**

**CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 6:28 PM.**





**FEATHER RIVER RECREATION & PARK DISTRICT**  
Special Board Meeting  
August 2, 2022

**ACTIVITY CENTER**  
1875 Feather River Blvd.  
Oroville, CA 95965

**Draft Minutes** **Closed Session 5:00 PM/Open Session Immediately Following**  
**Dial into the meeting: (530) 212-8376; Conference Code: 603692**

**CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 5:05 PM.**

**ROLL CALL**

Chairperson Steven Rocchi	<u>Present</u>
Vice-Chairperson Shannon DeLong	<u>Absent</u>
Director Scott "Kent" Fowler	<u>Present</u>
Director Devin Thomas	<u>Present</u>
Director Clarence "Sonny" Brandt	<u>Present</u>

**PUBLIC COMMENT**

No public comments were made.

**CLOSED SESSION**

**Interim General Manager**, Pursuant to Government Code section 49457

**ANNOUNCEMENT(S) FROM CLOSED SESSION**

No action taken. Direction was given to staff.

**CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 5:35 PM.**



Feather River Recreation & Park District  
Balance Sheet Prev Year Comparison  
As of July 31, 2022  
**NOT FINAL, NOT RECONCILED**

4:35 PM  
08/14/2022  
Accrual Basis

	Jul 31, 22	Jul 31, 21	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	953,207	606,210	346,997	57%
1010.2 - Treasury Cash - Reserve	347,494	347,494	0	0%
1010.3 - Treasury Admin Ins Proceeds	16,525	216,525	-200,000	-92%
1010.4 - Treasury Ins Proceeds Playtown	67,657	40,230	27,427	68%
1010.5 - Treasury Nelson Pool Funds	46,626	0	46,626	100%
<b>Total 1010 - Treasury Cash</b>	<b>1,431,509</b>	<b>1,210,459</b>	<b>221,050</b>	<b>18%</b>
1020 - Imprest Cash	1,000	820	180	22%
1030 - BofW - Merchant Acct.	102,622	72,355	30,267	42%
1031 - BofW Project INS PROCEEDS	296,302	-1	296,303	29,630,300%
1040 - Fund 2610 - BAD	31,035	35,426	-4,391	-12%
1050 - Impact Fees	932,096	830,910	101,186	12%
<b>Total Checking/Savings</b>	<b>2,794,564</b>	<b>2,149,969</b>	<b>644,595</b>	<b>30%</b>
<b>Accounts Receivable</b>				
1210 - Accounts Receivable	-11,498	-13,897	2,399	17%
<b>Total Accounts Receivable</b>	<b>-11,498</b>	<b>-13,897</b>	<b>2,399</b>	<b>17%</b>
<b>Other Current Assets</b>				
1300 - Grant/Scholarship Receivable	0	154,023	-154,023	-100%
1302 - FEMA Riverbend Claim A/R	2,839	2,839	0	0%
1316 - Prepaid Expenses/Debt Interest	0	0	0	0%
1320 - Umpqua Bank Project Fund	188,856	188,856	0	0%
<b>Total Other Current Assets</b>	<b>191,695</b>	<b>345,718</b>	<b>-154,023</b>	<b>-45%</b>
<b>Total Current Assets</b>	<b>2,974,761</b>	<b>2,481,790</b>	<b>492,971</b>	<b>20%</b>
<b>Fixed Assets</b>				
1410 - Land	627,494	627,494	0	0%
1420 - Buildings & Improvements	16,054,942	15,903,777	151,165	1%
1430 - Equipment & Vehicles	1,842,859	1,849,196	-6,337	-0%
1440 - Construction in Progress				
1448 - CIP Nelson SBF NE99	1,209,386	602,112	607,274	101%
1450 - CIP Feather River Trail FRT99	23,460	23,210	250	1%
1451 - CIP Playtown Bathroom Fire	525,622	521,424	4,198	1%
<b>Total 1440 - Construction in Progress</b>	<b>1,758,468</b>	<b>1,146,746</b>	<b>611,722</b>	<b>53%</b>
1499 - Accumulated Depreciation	-6,165,308	-6,185,645	20,337	0%
<b>Total Fixed Assets</b>	<b>14,118,455</b>	<b>13,341,568</b>	<b>776,887</b>	<b>6%</b>
<b>Other Assets</b>				
1500 - FMV Adjustments	15,666	15,666	0	0%
1550 - GASB 68 CalPERS Valuation	191,855	191,855	0	0%
<b>Total Other Assets</b>	<b>207,521</b>	<b>207,521</b>	<b>0</b>	<b>0%</b>
<b>TOTAL ASSETS</b>	<b>17,300,737</b>	<b>16,030,879</b>	<b>1,269,858</b>	<b>8%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	54,248	36,318	17,930	49%
<b>Credit Cards</b>				
2300 - Credit Cards Payable	2,378	981	1,397	142%
2350 - Supplier Accounts	725	128	597	466%
<b>Total Credit Cards</b>	<b>3,103</b>	<b>1,109</b>	<b>1,994</b>	<b>180%</b>
<b>Other Current Liabilities</b>				
2100 - Payroll Liabilities	45,052	67,613	-22,561	-33%
2210 - Accrued Debt Interest	6,686	7,397	-711	-10%
2400 - Deposits/Refunds to Customers	-300	0	-300	-100%
2405 - Deferred Revenue	13,237	3,125	10,112	324%
<b>Total Other Current Liabilities</b>	<b>64,675</b>	<b>78,135</b>	<b>-13,460</b>	<b>-17%</b>
<b>Total Current Liabilities</b>	<b>122,026</b>	<b>115,562</b>	<b>6,464</b>	<b>6%</b>
<b>Long Term Liabilities</b>				
2954 - Ford Motor Vehicle Loan	19,602	27,700	-8,098	-29%
2955 - Umpqua Bank Tax Exempt Bond A	2,389,844	2,614,914	-225,070	-9%
2960 - Umpqua Bank Taxable Bond B	59,000	87,000	-28,000	-32%
2975 - GASB 68 CalPERS Liab Valuation	1,144,957	1,144,957	0	0%
<b>Total Long Term Liabilities</b>	<b>3,613,403</b>	<b>3,874,571</b>	<b>-261,168</b>	<b>-7%</b>
<b>Total Liabilities</b>	<b>3,735,429</b>	<b>3,990,133</b>	<b>-254,704</b>	<b>-6%</b>
<b>Equity</b>	<b>13,565,307</b>	<b>12,040,746</b>	<b>1,524,561</b>	<b>13%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>17,300,736</b>	<b>16,030,879</b>	<b>1,269,857</b>	<b>8%</b>

Feather River Recreation & Park District  
Profit & Loss Budget Performance  
July 2022  
Not final, not reconciled

	JULY				Annual Budget
	Jul 22	Budget	\$ Over Budget	% of Budget	
<b>Ordinary Income/Expense</b>					
Program Income	55,492	65,000	(9,508)	85%	3,349,800
<b>Gross Profit</b>	55,492	65,000	(9,508)	85%	3,349,800
Expense					
5000 · Payroll Expenses	215,151	208,239	6,912	103%	1,924,500
5031 · GASB 68 Benefit Expense	77,848	81,800	(3,952)	95%	81,800
5100 · Advertising & Promotion	27	425	(398)	6%	5,000
5120 · Bank Fees	395	665	(270)	59%	8,000
5130 · Charitable Contributions					
5140 · Copying & Printing	65	750	(685)	9%	9,000
5155 · Employment New Hire Screen	206	200	6	103%	2,500
5160 · Dues, Mbrshps & Subscriptions	6,990	3,500	3,490	200%	11,000
5170 · Education & Development	1,440		1,440	100%	5,000
5175 · Equipment Rental	88	1,000	(912)	9%	4,000
5180 · Equipment, Tools & Furn (<\$5k)	12,195	14,225	(2,030)	86%	56,000
5200 · Insurance	54,347	55,000	(653)	99%	116,000
5210 · Interest Expense - Operating	110	160	(50)	69%	3,500
5225 · Postage & Delivery					1,000
5230 · Professional & Outside Svcs	11,971	10,100	1,871	119%	180,000
5260 · Repairs & Maintenance	14,886	24,450	(9,564)	61%	225,000
5270 · Security	86	3,500	(3,414)	2%	20,000
5280 · Supplies - Consumable	1,735	3,000	(1,265)	58%	52,500
5290 · Taxes, Lic., Notices & Permits	225	2,000	(1,775)	11%	7,000
5300 · Telephone/Internet	1,075	1,500	(425)	72%	18,000
5310 · Fuel, Travel and Meals	3,336	3,165	171	105%	39,000
5320 · Utilities	35,927	39,950	(4,023)	90%	385,000
7000 · Debt Interest	6,686	6,750	(64)	99%	77,000
<b>Total Expense</b>	444,789	460,379	(15,590)	97%	3,230,800
<b>Net Ordinary Income</b>	(389,297)	(395,379)	6,082	98%	119,000
<b>Other Income/Expense</b>					
Other Income					
4200 · Impact Fee Income	3,318		3,318	100%	
4500 · Grant/Reimbursed Expense Income	2,349	1,675	674	140%	20,000
4650 · Insurance Proceeds					
4910 · Interest Income - Impact Fees					
9900 · Gain/(Loss) on Asset disposal					
<b>Total Other Income</b>	5,667	1,675	3,992	338%	20,000
Other Expense					
5102 · Insurance Claim Expense					
<b>Total Other Expense</b>					
<b>Net Other Income</b>	5,667	1,675	3,992	338%	20,000
<b>Net Income</b>	(383,630)	(393,704)	10,074	97%	139,000

Feather River Recreation & Park District  
 Check Register  
 July 2022

4:38 PM

08/14/2022

Accrual Basis

Date	Num	Name	Memo	Credit
07/14/2022	91560	BLUE SHIELD OF CALIFORNIA	4004625 JUN22 PREMIUMS	7,941.50
07/14/2022	91561	HUMANA INSURANCE CO.	657103-001	72.80
07/14/2022	91562	PREMIER ACCESS	1000548827	893.83
07/14/2022	91563	AFLAC	JRF86 JUN22 PREMIUMS	1,881.28
07/14/2022	91564	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	5,950.00
07/14/2022	91565	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
07/14/2022	91566	DELONG, SHANNON	BOD STIPEND	100.00
07/14/2022	91567	FOWLER, SCOTT KENT	BOD STIPEND	100.00
07/14/2022	91568	ROCCHI, STEVE	BOD STIPEND	200.00
07/14/2022	91569	THOMAS, DEVIN	BOD STIPEND	100.00
07/14/2022	91570	ACCULARM SECURITY SYSTEMS	SECURITY	338.43
07/14/2022	91571	BANKCARD CENTER	STATEMENT 638691	2,307.68
07/14/2022	91572	BETTER DEAL EXCHANGE	Acct#701960	439.42
07/14/2022	91573	Butte County Sheriff's Office	SHERIFF WORK CREW	1,520.00
07/14/2022	91574	CALTRONICS	COPIES	5.29
07/14/2022	91575	CAPRI	ANNUAL PREMIUMS W/COMP 2022-23	47,038.00
07/14/2022	91576	DAWSON OIL COMPANY	62765 FUEL	2,967.67
07/14/2022	91577	GRINDLINE SKATEPARKS	SKATEPARK DESIGN	660.00
07/14/2022	91578	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	125.00
07/14/2022	91579	HOME DEPOT	HOME DEPOT STATEMENT	2,999.43
07/14/2022	91580	LAKE OROVILLE AREA PUBLIC UTILITY DIST.	2921 B Street Sewer Service- MLK Park	132.18
07/14/2022	91581	LAW OFFICE STEPHAN R. WATTEBERG	LEGAL SERVICES	2,000.00
07/14/2022	91582	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	4,581.66
07/14/2022	91583	RECDESK LLC	REC DESK SUBSCRIPTION	6,300.00
07/14/2022	91584	SHARP'S LOCKSMITHING	LOCKS	2,314.48
07/14/2022	91585	Staples	STAPLES STATEMENT 3721	409.75
07/14/2022	91586	WELLS FARGO VENDOR FINANCIAL, LLC	CUST #1055709916	187.23
07/14/2022	91587	RAMIREZ, ZERIMAR.	MILAGE	41.54
07/14/2022	91588	BERGSTROM, KYLIE	DOJ REIMBR	71.75
07/14/2022	91589	KASSEL, BAILEY.	REIMBR DOJ	67.00
07/14/2022	91590-91645	PAYROLL	PAYROLL ITEMS	39,722.29
07/28/2022	91646	ACCULARM SECURITY SYSTEMS	CAMERA INSTALL SHOP	1,915.50
07/28/2022	91647	AT&T - CALNET	PHONE LINES	89.91
07/28/2022	91648	AVERY'S	OIL CHANGE 2013 DODGE	87.62
07/28/2022	91649	BLUE OAK MOBILE LIVESCAN	DOJ LIVESCAN	67.00
07/28/2022	91650	Butte County Public Health Department	HAZ WASTE PERMIT	225.00
07/28/2022	91651	CAPRI	INSURANCE	54,346.76
07/28/2022	91652	CARPD	ANNUAL MEMBERSHIP	3,250.00
07/28/2022	91653	COMCAST	Acct#8155600190189780 PHONE/INTERENT	500.39
07/28/2022	91654	CPRS	ANNUAL MEMBERSHIP	150.00
07/28/2022	91655	EWING	IRRIGATION/FERTILIZER	1,161.30
07/28/2022	91656	FORD MOTOR CREDIT COMPANY LLC	LEASE 9423800 F250 2019	758.39
07/28/2022	91657	INDUSTRIAL PLUMBING SUPPLY	PALERMO BATHROOM PARTITIONS	2,903.30
07/28/2022	91658	JC NELSON SUPPLY	JANITORIAL SUPPLIES	460.06
07/28/2022	91659	JOHNSON, BRETT	CONCERT IN PARK: STRUNG NUGGET	200.00
07/28/2022	91660	LES SCHWAB TIRES	2013 RAM TIRES	517.06
07/28/2022	91661	Lincoln Aquatics	POOL CHEMCIALS	541.52
07/28/2022	91662	OROVILLE POWER EQUIPMENT	WEED EATER REPAIR/PARTS	419.56
07/28/2022	91663	RECOLOGY BUTTE COLUSA COUNTIES	Acct# 8751007527592	2,146.34
07/28/2022	91664	Sunrise Environmental Scientific	JANITORIAL SUPPLIES	969.99
07/28/2022	91665	TWSD	4-112.01 WATER NELSON	1,873.02
07/28/2022	91666	Universal Precast Concrete, Inc	PAINT/REPAIR BEARS & ROCKWALL	8,174.61
07/28/2022	91667	WAL-MART CAPITAL ONE	STATEMENT 638691	244.55
07/28/2022	91668	CALF. WATER SERVICE	Acct 520857777 5/7/21-6/7/21	14,802.50
07/28/2022	91669	VALENCIA, ESTELA.	MILEAGE REIMBR	27.50
07/28/2022	91670	YANG, CHOU	REFUND RENTAL	600.00
07/28/2022	91671	CITI CARDS	COSTCO STATEMENT 9398	12,846.97
07/28/2022	91672-91735	PAYROLL	PAYROLL ITEMS	89,725.31
07/28/2022	91736	Bello, Beth	INSTRUCTOR SPORTS	127.20
07/28/2022	91737	BURLESON, HARRY	FITNESS INSTRUCTOR: JUDO	104.00
07/28/2022	91738	COMCAST	Acct# 8155 60 019 0233893	184.69
07/28/2022	91739	VOID	void check 91739	0.00
07/28/2022	91740	UPEC LOCAL	JUL22 DUES	194.00
<b>TOTAL</b>				<b><u>331,282.26</u></b>



## STAFF REPORT

**DATE: AUGUST 23, 2022**

**TO: FRRPD BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: LANDSCAPE CONTRACT FOR RIVERBEND AND NELSON PARKS**

- 1. UPDATED ANNUAL CONTRACT: WEEKLY LANDSCAPE SERVICE RIVERBEND AND NELSON**
- 2. UPDATED DETAILS RIVERBEND DEEP CLEAN SERVICES**

### SUMMARY

Outsource landscaping for Riverbend and Nelson Parks to allow FRRPD park staff to complete projects, respond to emergency repairs, train new staff, and fill open positions.

### BACKGROUND

At the July 26, 2022 regular board meeting, directors approved monthly service in August and September, but requested the annual contract to be updated detailing weekly services and include cancelation language.

The Park Committee met with both Sal Rodriguez and Park Supervisor Joe Velasquez. The group toured Riverbend Park to discuss the details of services to be provided both weekly and during the one-time deep clean.

### BUDGETARY IMPACT

Monthly: Allocate up to \$9k monthly from the maintenance operation budget for landscape services at Riverbend Park and/or Nelson Sports Complex.

Business Manager will review budget with Park Supervisor to discuss staffing changes and project partnerships budget savings, to cover the above allocation. The annual cost and one time cleanup expense is not budgeted.

### RECOMMENDATION

Approve annual contract for weekly services at Riverbend and Nelson Parks.  
Approve one-time clean up contract for Riverbend Park.

### ATTACHMENTS

Attachment 1: Revised annual contract, detailing weekly services and updated language. Riverbend monthly fee is \$4k; Nelson monthly fee is \$3.2k

Attachment 2: Revised contract detailing services for a one-time \$10k cleanup at Riverbend Park, including a map of work areas. Landscaper estimated 150-man hours to complete the one time clean up.



1501 Titan Way,  
Oroville, Ca 95966

(530) 532-9303

(530) 532-1332

RodriguezLandscapes@outlook.com

RodriguezLandscapes.net

**DATE:**

**8/11/2022**

TO:

Deborah

Feather River Rec & Park

Business Manager

Phone: (530) 533-2011

Fax: (530) 533-2724

Deborah Peltzer <deb@frrpd.com>

REFERENCE: Landscape maintenance Riverbend Park 60 Montgomery Street, Oroville, ca  
Maintenance monthly

1. Mow
2. Edge
3. Weed
4. Fertilize (labor included in monthly price, chemicals use extra cost)
5. Spray

Note maintenance only includes landscape areas

Not wild life areas

Scope: Riverbend and Nelson Parks: All materials, equipment, and labor to perform project. All materials guaranteed to be as specified, and work to be performed in accordance with specifications and completed in a substantial manner.

**REFERENCE: Riverbend Park**

Description of work: Rodriguez Landscapes shall provide all materials and labor for, and shall be responsible for carrying out and completion of, the landscape work described as follows:

## 1. General Maintenance

- a. Policing (litter pick up) of all landscaped areas 4-5 times per month, note in no way does this include major dumping etc. from transients, normal.
- b. One visit to site per week or as needed
- d. Irrigation repair work \$75.00 per hour

## 2. Lawn Maintenance

- a. Mowing edging and trimming lawn will be done once a week during the growing season and as needed during the dormant season. All debris will be thrown in green waste dumpster on site. **If no green waste container on-site, landscaper will haul debris away.**
- b. Watering scheduling will be done as needed for the health of the plants and to ensure the system is operating properly.
- c. Fertilize extra
- d. Weed control will be done manually or chemically, planters. Any specialty weed killer extra.
- e. Comments: Roundup include (state certified) Pesticide applicators license.
- f. Note any specialized weed and feed will be additional.

## 3. Shrub / Tree Maintenance

- a. Trimming, edging and weeding all shrub beds once a month or as needed.
- b. Fertilization extra.
- c. Prune all shrubs for proper growth and removal of dead material.
- d. Removal of all leaves and debris from shrub beds.
- e. All tree work extra.

## 4. Flower bed/ ground cover maintenance.

- a. Weeding, trimming and edging all flower beds and ground covers weekly or as needed.
- B. Insect control and fertilizer on all flower beds EXTRA

## 5. Extra Charges (prior approval by owner)

- a. Any major re-landscaping
- b. Any tree work
- c. Rodent and animal control
- e. Any irrigation repair that is not caused by Rodriguez Landscapes.
- f. Any green waste haul away
- g. Any damage caused by acts of God, vandalism, animals and negligence by anyone other than the RODRIGUEZ LANDSCAPES crew.

Rodriguez landscapes and maintenance recognizes the following holiday, New Year's, July 4<sup>th</sup>, Labor Day, Memorial Day, Thanksgiving, Christmas Eve and Christmas day.



Duration of contract is annual, from start month August 2022 through July 31, 2023, either party can cancel at any time with a 30 day notification in writing.

Late fees applicable for past due payment 1.5%. FRRPD payment terms Net 30, monthly invoice will be provided to FRRPD on 1<sup>st</sup> day of the month for previous month's service. FRRPD will issue payment the month following service month, generally by the 15<sup>th</sup> of the month.

FRRPD to be added as an additional insured to the Rodriguez Landscape liability insurance policy. Rodriguez will provided FRRPD with the additional insured certificate

Rodriguez Landscape will provide FRRPD with proof of workers compensation policy

Rodriguez Landscape will provide copies of maintenance, spraying and pest control licenses

Rodriguez Landscape must notify FRRPD immediately of any damages to vehicles, buildings, property and/or individuals by the effects of their equipment and/or personnel at FRRPD sites.

Rodriguez will notify FRRPD in advance, in writing, with specific chemical label information and the days/time of fertilizer and/or inspect control application.

Rodriguez Landscapes shall perform the following maintenance work for which a Riverbend, monthly payment of \$4.000: 12 months \$48,000

Nelson has a lot of turf, edging and spraying  
Nelson, monthly payment of \$3.200: 12 months \$38,400

Month to month services started August 11, 2022 per Board direction July 26, 2022  
Annual contract to be effective August 11, 2022  
Contract expires 7/31/2023.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Sal Rodriguez, Sal Rodriguez Landscape CEO

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Scott Chalmers, Feather River Recreation and Park District, Interim General Manager



Date: 8/23/2022

To: Sal Rodriguez Landscapes

Reference: One-time deep cleaning service for Riverbend Park. \$10,000 agreement for service on ALL professionally landscaped areas.

See attached map for highlighted areas agreed to be serviced in walk through on 08-10-22.

Highlighted areas include, but not limited to:

1. Soccer fields perimeter/ picnic area
2. North roundabout/ island/ parking lot
3. Pavilion planter/perimeter
4. DG/Cobble planters
5. Entrance roundabout
6. Center roundabout
7. South roundabout
8. Amphitheatre

Scope of work to include, but not limited to:

- Removal of ALL invasive weed species (hand/chemical removal)
- Prune up trees to acceptable height (7-10 ft.)
- Removal & disposal of all dead brush, leaves, debris, & litter
- Chemical burn perimeter around base of ALL trees in developed areas
- 5-10 ft. Burn Perimeter around developed areas/mow curb
- Individualization of plants
- Trim overgrown plants
- Remove dead plants/trees
- Expose irrigation boxes

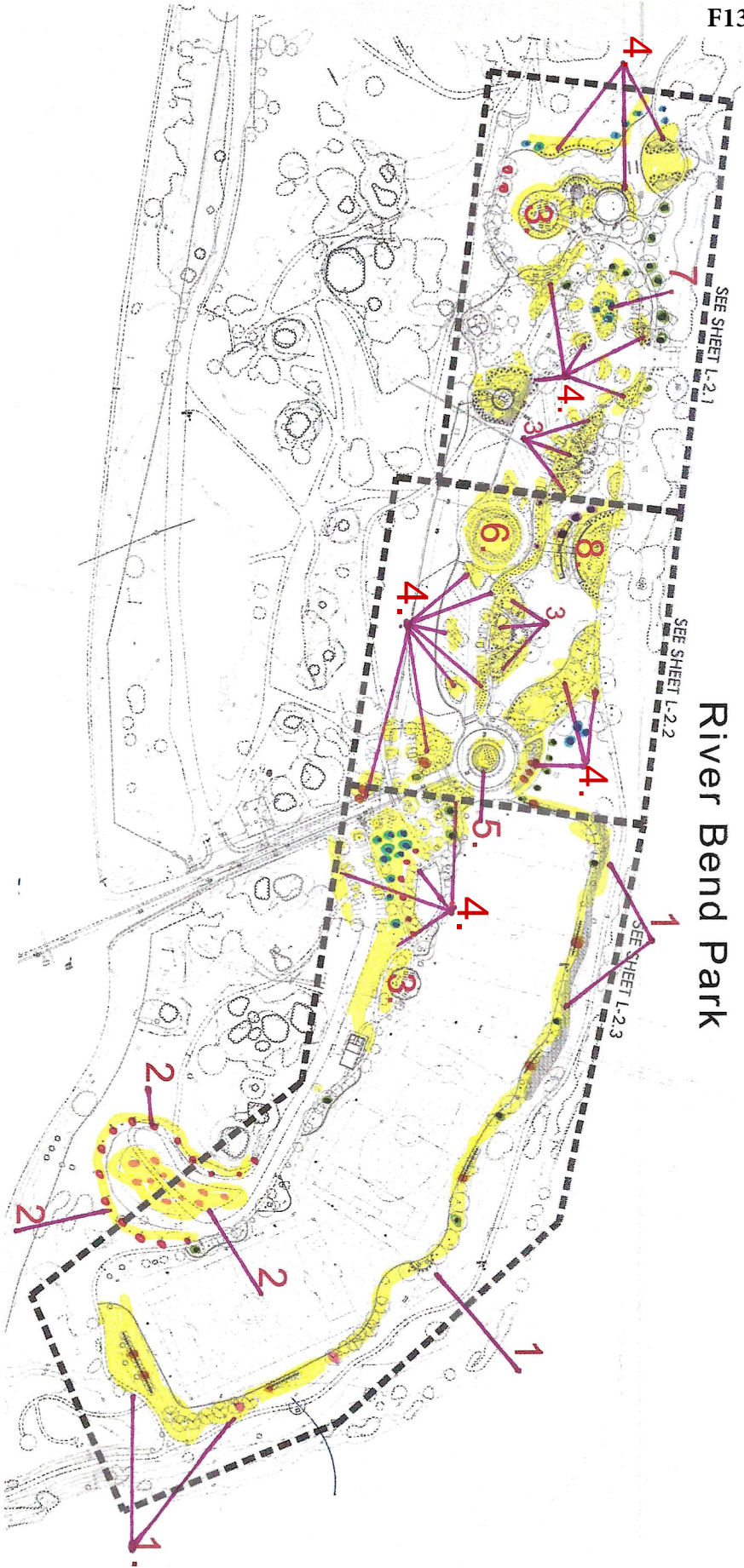
Notes:

- Please notify Park Supervisor within one hour of any irrigation problems
- Please notify Park Supervisor after completion of cleaning of designated area. Inspection mandatory before proceeding with cleaning another area
- Please notify Park Supervisor of safety hazards, time sensitive maintenance, concerning plants, animals, or insects

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Sal Rodriguez, Sal Rodriguez Landscape CEO

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Scott Chalmers, Feather River Recreation and Park District, Interim General Manager

# River Bend Park



## Locations:

1. Soccer fields perimeter/ picnic area
2. North roundabout/ island/ parking lot
3. Pavilion planter/perimeter
4. DG planters
5. Entrance roundabout
6. Center Roundabout
7. South roundabout
8. Amphitheatre

NORTH

0 100 200

UNDERGROUND SERVICE ALERT  
Call, TOLL FREE  
1-800-227-2600

TWO WORKING DAYS BEFORE YOU DIG



820 BROADWAY ST.  
CHICO, CA 95928  
(530) 999-1616



CONSULTANT

CLIENT  
FEATHER RIVER RECREATION AND PARK DISTRICT

PROJECT  
RIVERBEND PARK RENOVATION PHASE ONE

SHEET TITLE  
PLANTING PLAN

DATES	
NO.	DATE
1	NOV 07 12:07:19
2	
3	
4	
5	
6	
7	
8	

PROJECT NUMBERS  
ACTION DESIGN GROUP 2206  
CONTRACT PROJECT #

SHEET NUMBER  
**L-2.0**

SHEET 29 OF 53



## STAFF REPORT

**DATE: AUGUST 26, 2022**

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

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: RIVERBEND PARK FITNESS EQUIPMENT INSTALL REQUEST FOR FORMAL BID**

### **SUMMARY**

Board meeting July 27<sup>th</sup>, 2021, the board approved an MOU agreement between Butte County Public Health and FRRPD stating the county would provide Riverbend Park fitness station equipment and FRRPD would install, maintain and promote the fitness equipment. Please see detailed list of FRRPD duties/responsibilities listed on next page, which clearly states FRRPD is responsible for installation of the equipment.

Due to heavy use of park equipment, public safety and ensuring equipment warranty, staff recommends the installation is performed by a professional, experienced company.

In February 2022, the fitness equipment was delivered (funded by county) and remains in storage. Per the MOU, FRRPD deadline to install equipment was May 30, 2022. .

Staff reviewed one installation quote dated March 2022. The amount of the quote exceeds FRRPD's Board Policy regarding the formal bid process and staff is requesting approval to post this project following formal bid policy procedures.

Staff working to confirm a donation commitment from a local service club. In addition, staff is reaching out to other agencies for possible donations, updated to follow. This project was not budgeted, however, FRRPD has unallocated funds in Riverbend Insurance settlement fund, due to the splash pad not being replaced at Riverbend.

### **RECOMMENDATION**

Staff recommends moving forward with installing Riverbend Park installation of Fitness Equipment and place the project out for formal bids.

### **ATTACHMENTS**

Bid Scope of Work

Installation manual

Details of type of fitness equipment being installed

Map of park, detailing the placement of equipment



**Duties and Responsibilities of Contractor:**

**Contractor shall:**

Receive, install, maintain, and promote the outdoor fitness trail equipment provided by the county and submit receipt of delivery for the system on or before September 23, 2021.

Receive, install and maintain permanent government sponsor signage at the beginning of the outdoor fitness trail course. (Sponsor/course introductory signage will be designed in collaboration between both parties and will be provided by CFHL no later than May 15, 2022).

Ensure that all installation is performed per State of California and the Department of Industrial Relations policies.

Assume all liability; County, state and federal funding agencies will not be held liable for any equipment issues or injuries that may be sustained while using the outdoor fitness trail equipment.

Ensure permanent installation of equipment and funder/introduction signage will be in place no later than May 30, 2022.

Provide free public access and use/accessibility of the outdoor fitness trail equipment during park's operating hours for the life of the equipment.

Provide CFHL open access to independently conducted data/assessments/reports of park usage studies after outdoor fitness trail equipment installation and allow CFHL permission to use data to conduct research and program evaluation efforts.

Provide CFHL open access to independently conducted historical data/assessments/reports related to park utilization, community feedback, etc. when feasible.

Relinquish County funded outdoor fitness trail equipment back into the care of the County should it be removed and/or replaced before a time period no greater than 25 years to the date of this signed agreement. Both County and Contractor shall retain this contract until September 30, 2046.

**Duties and Responsibilities of County:**

**County shall:**

Provide and ship outdoor fitness trail equipment (including sponsorship signage) to Contractor.

Provide sponsorship signage designed in a collaborative effort of both the County and Contractor to be purchased at a later date, before installation of outdoor fitness trail equipment.

Provide technical assistance and promotion of the installed outdoor fitness trail equipment through September 30, 2025.

Provide Contractor limited access (limited information as it pertains to Health Insurance Portability and Accountability Act-- HIPAA standards) to CFHL independently conducted data/assessments/reports related to installation and public usage of the outdoor fitness trail equipment through September 30, 2025.

## **SCOPE OF WORK**

**Location: Riverbend Park Oroville, CA**

### **Fitness Station Installations**

Installation of SayFit fitness equipment, in ground:

- Multi-Activity Bench
- Leg Raise, Triple Leg Stretch, Squat
- Parallel Bar Dip
- Decline Push Up; Tri Dip
- Agility/Beam Hop; Pistol Squat
- Back Extension/Stretch

### **Excavation**

Excavate existing grass and soil 4 inches in depth up to 1,261 square feet(total) in 6 separate locations.

### **Concrete**

Form and pour new concrete mow curb 6 inches tall by 8 inches wide and up to 310 linear feet(total) in 6 separate locations

### **Weed Barrier / 4 inch Layer**

Furnish and install weed barrier fabric prior to 4 inch Layer up to 1,261 square feet(total) in 6 separate locations.

Furnish and install new Playground Fiber Mulch 4 inches in depth up to 861 square feet(total) in 4 separate locations, Sand 4 inches in depth up to 200 square feet in 1 location and Decomposed Granite 4 inches in compacted depth up to 200 square feet in one location.





# StayFIT Installation Manual

2021 version 1.6

## **Important!**

1. For a safe and proper installation it is imperative to read this manual and make sure those involved in the installation understand everything pertaining to the installation and placement of the equipment.
2. Read the “Installation and Safety” section and the “Setbacks and Site Layout” section prior to starting the installation.
3. Refer to the “Maintenance and Safety” section for periodic inspections of your new fitness equipment.
4. **Important!** *For your safety, it is important to take into consideration the location of any underground utilities such as power, water, gas or irrigation lines before doing any digging.*
5. All vertical support posts are buried 30” in the ground (see vertical Post installation), footed in concrete.

*For assistance or questions, please call 425-432-6000 Monday - Thursday 9:00 am to 4:00 pm and 9:00 am to 12:00 pm on Friday.*

## **Installation and Safety**

Outdoor Fitness equipment installation is normally done by professionals specializing in fitness and playground equipment installation. **Important!** *If installed incorrectly, those using the equipment could be subject to severe injury or even death.*

Make sure the installation can be completed properly and safely. Read this manual in its entirety before the installation begins. If there are any questions, please call Pacific Outdoor Products at 425-432-6000. It may be necessary to contact a local professional installer.

## **Safe Use Area**

It is necessary to provide an adequate safe use area around all equipment. This area should extend a minimum of 3-6 feet from the equipment in all directions.

**Cushioning Ground Cover (play chips, rubber tiles, etc.)**

**Important!** If cushioning ground cover will be used beneath the equipment, notify your representative of this before the product order is placed. To accommodate ground cover, length must be added by the manufacturer to each of the vertical posts. Ground cover should be added after the installation is complete.

**General Information**

It normally takes two to four people to install an average sized StayFIT fitness set. There should be one person in charge of the entire installation who has read the installation instructions and has become familiar with all aspects of the product and installation. The person in charge should:

- \* Be responsible for the project installation and complete a safety check upon completion
- \* Read this manual to become familiar with the product and how to install it
- \* Make sure the site will accommodate the equipment.

**Important!** *Improper assembly or alterations could result in a hazardous structure and will void the warranty.*

**Tools Needed**

Installation will require some or all of the following tools:

- |                    |                                      |
|--------------------|--------------------------------------|
| -Shovel            | -Ground stakes                       |
| -Digging bar       | -Upside down paint                   |
| -Wheelbarrow       | -Rubber mallet                       |
| -Tamping tool      | - $\frac{3}{4}$ " Wrench             |
| -Carpenter's level | - $\frac{3}{4}$ " Socket for ratchet |
| -Tape measure      | - $\frac{1}{2}$ " Ratchet            |

**Helpful Hints**

1. Do not use a posthole digger for digging as the holes will be too narrow to allow for enough movement to plumb and level the beams and there will not be enough room for the concrete footing. The holes should be 18" in diameter to allow enough concrete in the hole so the beam will be secure and not move.
2. Beam holes and accessory holes must be filled with concrete to secure the equipment.
3. Make sure you place a vertical post block in the post hole for the vertical post to sit on so it does not sink in the ground due to the weight of the post. Refer to footing installation drawings that follow.
4. Pour the concrete mixture to just under the top of the hole. Do not allow concrete to flow from the hole which could result in a safety hazard.
5. Plaster of Paris (approximately 2-3 pounds per hole) will make the concrete harden much faster.
6. Check for level and plumb (straight up and down) throughout the installation process.



- Do not allow any use of the equipment until the installation is complete and the ground cover is installed (if used). The concrete footings should be allowed to cure for at least 24-48 hours depending on weather conditions. No one should use the equipment until the cement has had time to cure (harden)

### **General Installation Instructions**

Please study the following drawings to insure a trouble-free installation.

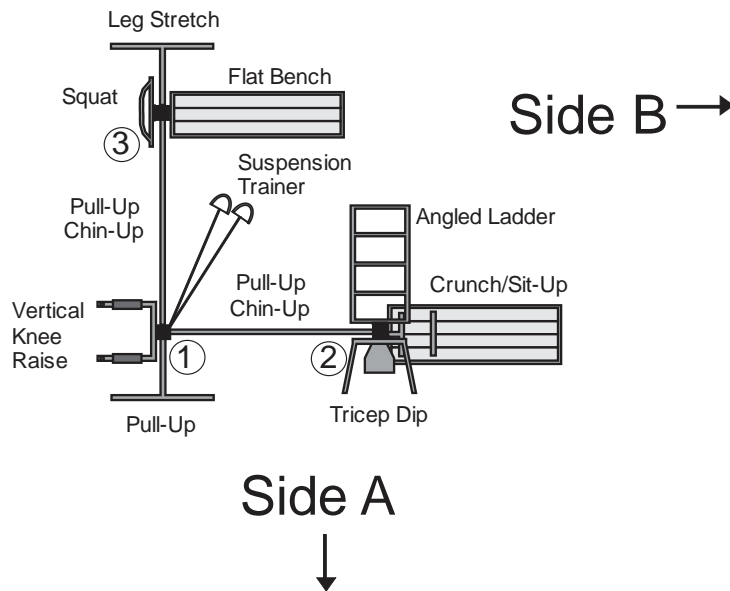
### **StayFIT Drawing “as ordered”** (separate sheet in plastic cover)

The drawing of the actual StayFIT fitness set that was ordered is separate from this manual. It is in a plastic covering to protect it from the elements. It shows the fitness set, as it was ordered, please familiarize yourself with it.

The “as ordered” drawing shows you where the vertical posts are located and what fitness activities are on the equipment, as well where they are located. Please study the drawing and how it is laid out. The vertical posts are numbered on the drawing and the corresponding number is on the bottom of each vertical post. Start the installation with vertical Post #1 and continue with Post #2, then Post #3 etc.

On the bottom of the post is an “A” or a “B” that corresponds with the drawing so all the beams can be installed in the proper direction. The “A” side of the beam will always go the same direction as on the drawing and the same with the “B” side.

The drawing below is an example of what your drawing might look like. **Please refer to your actual drawing.**



## Starting the installation

### Site Preparation and Setup

After you have studied the site layout drawing and determined that the equipment will fit in your allotted space you will need to do the following:

1. Double check to make sure you have enough room for the equipment.
2. Make sure you have an adequate amount of "Safe Use" area around the equipment, that should be 3' to 6'. from all of the exercise stations and the area needs to be flat and level.

Once you have completed the above you will need to mark the area for the support posts. You can place the chin/pull-up bars on the ground to find the location of the 4x4 vertical posts as they are attached to the 4x4 vertical posts. By using stakes or "upside-down" paint you can mark where the vertical support posts are located. Once the location of the vertical support posts has been established you will need to make sure the exercise stations will fit in the area with adequate amount of "safe use area", we recommend 3-6' all the way around the equipment.

Once the equipment location has been marked and the necessary safe use area is determined, sort all the StayFIT components and identify them.

StayFIT Bodyweight+ equipment is designed to be installed on a flat and level surface. If your area is not flat and level, you can order longer support posts to accommodate a sloping area. If you do have a sloping area the elevation of the equipment should be established at the lowest point. Other footings will then have to be set deeper than specified to maintain the level of the structure.

***Important!*** *It is important to take into consideration the location of any underground utilities such as power, water, gas or irrigation lines etc. Always call for a locate before digging.*

### Vertical Post Installation

The Vertical Posts can be installed in the ground (in-ground mount) or they can be installed on a concrete surface (surface mount). The vertical posts go in the ground 30" and the surface mount posts are bolted to a concrete slab. They cannot be bolted to asphalt, they can only be bolted to concrete at least 4" thick.

### Vertical Support Posts Numbering

Each vertical support post has a number welded or labeled on the bottom of the post that corresponds with the post number on your drawing.

### Post Blocks

Vertical post blocks are provided for each vertical support post. The vertical posts sit on these blocks in the hole so the post does not sink further in the ground due to the weight of the post prior to concreting the post.

### Vertical Support Posts (In-ground installation)

The Vertical Support Posts are buried 30" in the ground. Make sure each beam is plumb (straight up and down) as they are installed. If ground cover is going to be installed around the equipment, the vertical support posts

must be manufactured with additional length to accommodate the depth of the ground cover, so they are always installed 30" in the ground.

### Vertical Support Posts (surface mount installation)

Surface mount vertical posts have a welded plate mounted on the bottom of each vertical post that is pre-drilled so it can be bolted to a concrete surface.

### Cement footings

All standard vertical posts require at least 4-6 60# bags of pre-mix concrete per hole. If the size of the hole is larger it may be necessary to use more concrete. The concrete should come within 1-2 inches from the top of the hole. **Important!** Do not allow any concrete to protrude from the hole as it will create a dangerous tripping hazard. Allow 24-48 hours for the concrete to cure before permitting any use of the fitness equipment.

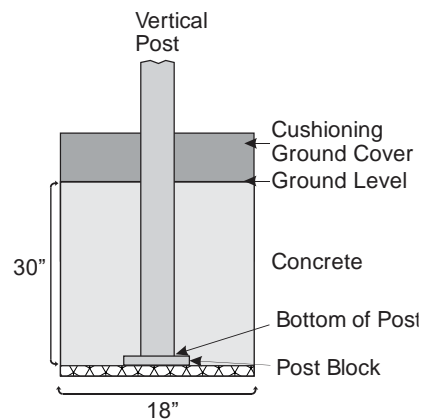
### Vertical Support Post Installation (the posts are numbered on the bottom of each post)

**Important!** Make sure the vertical support posts are all going the same direction (A-side and B-side) as the installation progresses and make sure to get the correct numbered post. **Start with post #1.**

Note: Do not dig the holes deeper than 30" (plus the post block) or less than 30" or the equipment will not fit correctly.

Once the first hole has been dug the proper depth (30" plus the post block) set the post block in the hole for the post to sit on so the weight of the post does not make it sink deeper into the hole, set the correct numbered post in the hole on the post block facing the proper direction. Back fill the hole about 1/3 of the depth with dirt and tamp down tightly. The beam should be plumb (straight up and down). Mix two 60# bags of pre-mix concrete at a time in a wheelbarrow and add approximately 2-3 pounds of Plaster of Paris to the concrete to make it set up quickly. Mix quickly and pour into hole as it will set very fast. Make sure the post is still plumb. Wash out wheelbarrow after each time concrete is poured. Fill the hole up with concrete to about 1" - 2" from the top of the hole. Filling the hole to the top or slopping the concrete out of the hole can create a hazard that can cause injury to anyone using the equipment.

**Important!** If the installation is not done as shown it will void the warranty and possible cause serious injury or death.



### Installation of the Second and all additional Posts

All the vertical posts must line up correctly and be plumb and level for proper installation of the chin up/pull up bars that connect the posts.

Use the chin-up/pull-up bar that is attached to the first post as a guide to determine the placement of the second vertical post. Dig your second post hole, set the post block in it and put the post on the block and bolt the chin up/pull up bar to the second post. Check the chin-up/pull up bar to make sure it is level and the vertical post is plumb (straight up and down). Measure the distance between the two vertical uprights at the top and make sure it is the same at the bottom of the two support posts.

Follow this procedure for each section of the structure; dig holes, level and plumb each vertical post and bolt on the chin up pull up bars as assembly progresses. When all the vertical posts are installed and the concrete is hard, bolt on all the fitness stations.

**Note:** *It is best to wait 24 hours for the concrete to completely set up before attaching the fitness activities.*

### Surface mount Installation procedure

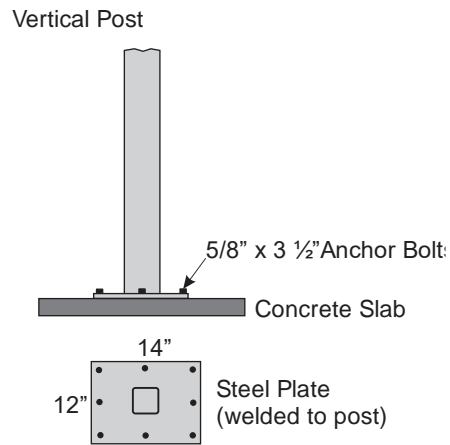
**Important!** *Surface mount equipment must be installed on a concrete base that is at least 3.5" to 4" thick. Asphalt or another surface will not support the product and could result in injury or death.*

Tools needed: Concrete drill motor, 5/8" concrete bit, marking pen and a hammer.

The surface mount 3 ½" concrete anchor bolts are not included with your StayFIT fitness unit but are available for purchase. You cannot bolt to your set to asphalt or any surface other than concrete. The anchor holes must be at least 3.5" to 4" deep in the concrete.

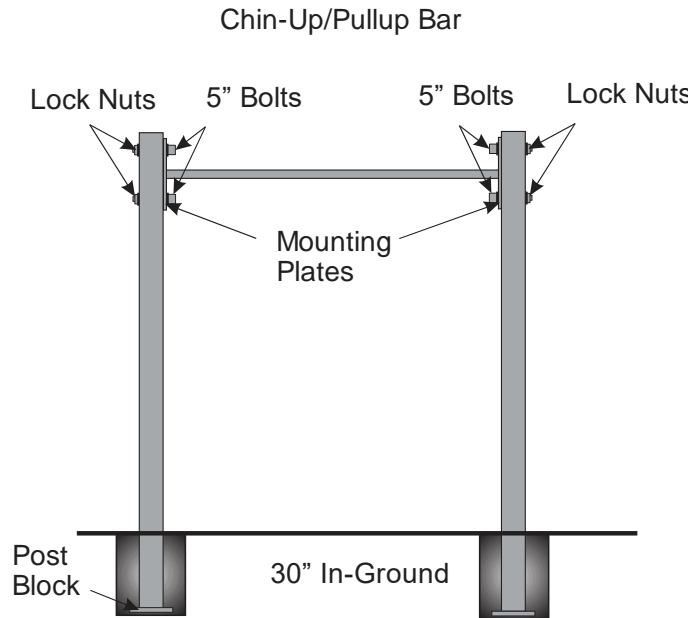
When installing the anchor bolts put the washer and nut on the anchor bolt flush with the top of the anchor bolt, it has to be flush with the top of the bolt so when you hammer it into the concrete you do not damage the top of the bolt or threads, if you damage them you will not be able to install the nut on the bolt.

- 1) Once you have determined the location of your fitness equipment, set your first post down in the correct location and through the top of the mounting plate. Mark each hole on the concrete with a marking pen. The anchor bolt holes must be at least 4" deep to accept the anchor. If they are less than that and you pound the anchor in you will have to remove the anchor and re-drill it.
- 2) Drill all anchor bolt holes, once you have drilled the anchor holes install the anchors and bolt the vertical post and plate down to the concrete.
- 3) Attach your chin-up/pull-up bar to the top of the post to determine the location of the next post and follow the standard instructions for the rest of the set.



### Chinning and pull-up bar Installation

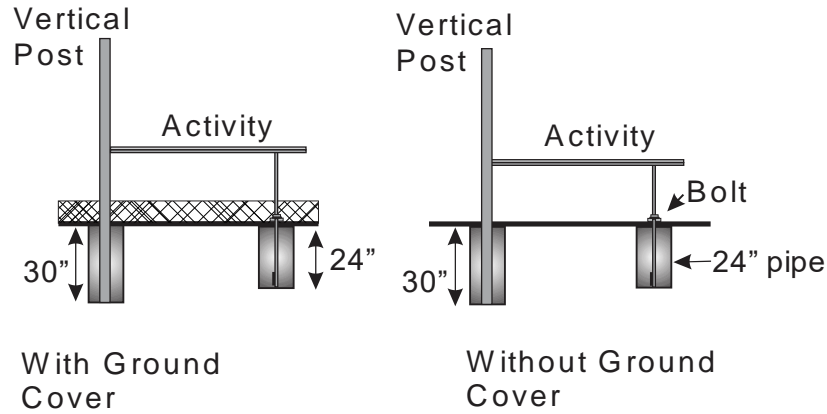
Chinning and pull-up bars are used to attach the vertical upright posts. Install as per the drawing below, once you have the upright posts in place.



### Ground Level Fitness Activities

Benches, parallel bars, push-up, vault etc.

All ground level fitness stations are cemented in the ground so they cannot move as shown below. Each station comes with one or two 24"x1.315 diameter ground pipes that bolt (2-2"x5/8" bolts) directly to the bottom plate of the fitness station. Each pipe has a nut welded into the end of the 24" pipe that bolts to the bottom of the fitness station ground plate. Once you bolt the two pipes to the bottom of the plate you will concrete them in the ground making sure the surface of the bench is level. If you have ground cover surrounding the equipment the pipes will not be 24" deep depending on the depth of the ground cover (if you have 6" of resilient ground cover the pipes will be 18" in the ground). Please keep in mind the 4"x4" vertical posts are always 30" in the ground for stability.



*\*Not to scale*

**Installation of Ground level fitness stations with cemented footings**

Footing pipes are buried in the ground 24" less the height of the ground cover installed. They will normally require 1-2 bags of 60# premix concrete per pipe depending on the size of the hole. See drawing above.

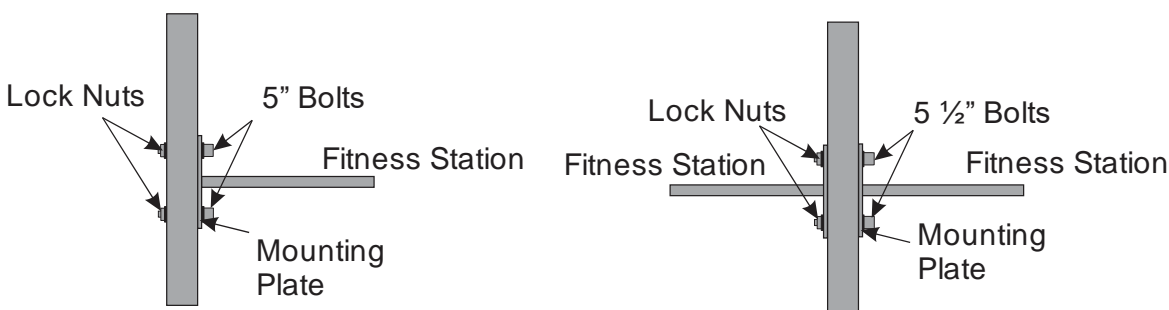
Once the vertical support posts have been installed and the concrete has firmed up and the post is secure, set the ground level fitness station up against the vertical post to determine where the footed support holes need to be dug. Mark the hole or holes on the ground and set the fitness station off to the side. Dig the holes 24" deep (less the depth of any safety surfacing that will be installed). For example, if there is 3" of safety surfacing dig the holes 21" deep. Once the hole is dug, bolt the fitness activity to the 4"x4" vertical upright post with the footing pipes in the holes. Make sure the fitness station is level and fill the holes with concrete.

**Fitness Station Mounting Installation**

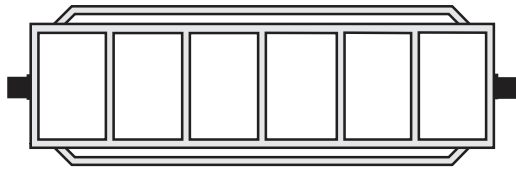
All of the individual fitness stations are attached with 2 or more 1/2" stainless bolts. The bolts that attach a single station are 5" long with one brass lock nut. The bolts that attach two fitness stations back-to-back require 5 1/2" stainless bolts, and one brass locknut. Please see the drawing below.

Single Fitness Station Mounting

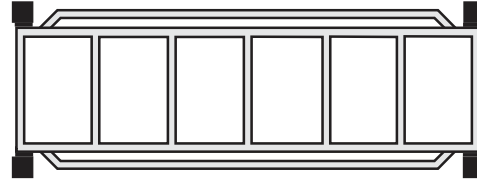
Double Fitness Station Mounting



**Overhead activities (horizontal ladders, fixed and swinging ring beams etc.)**



Two vertical support posts



Four vertical support posts

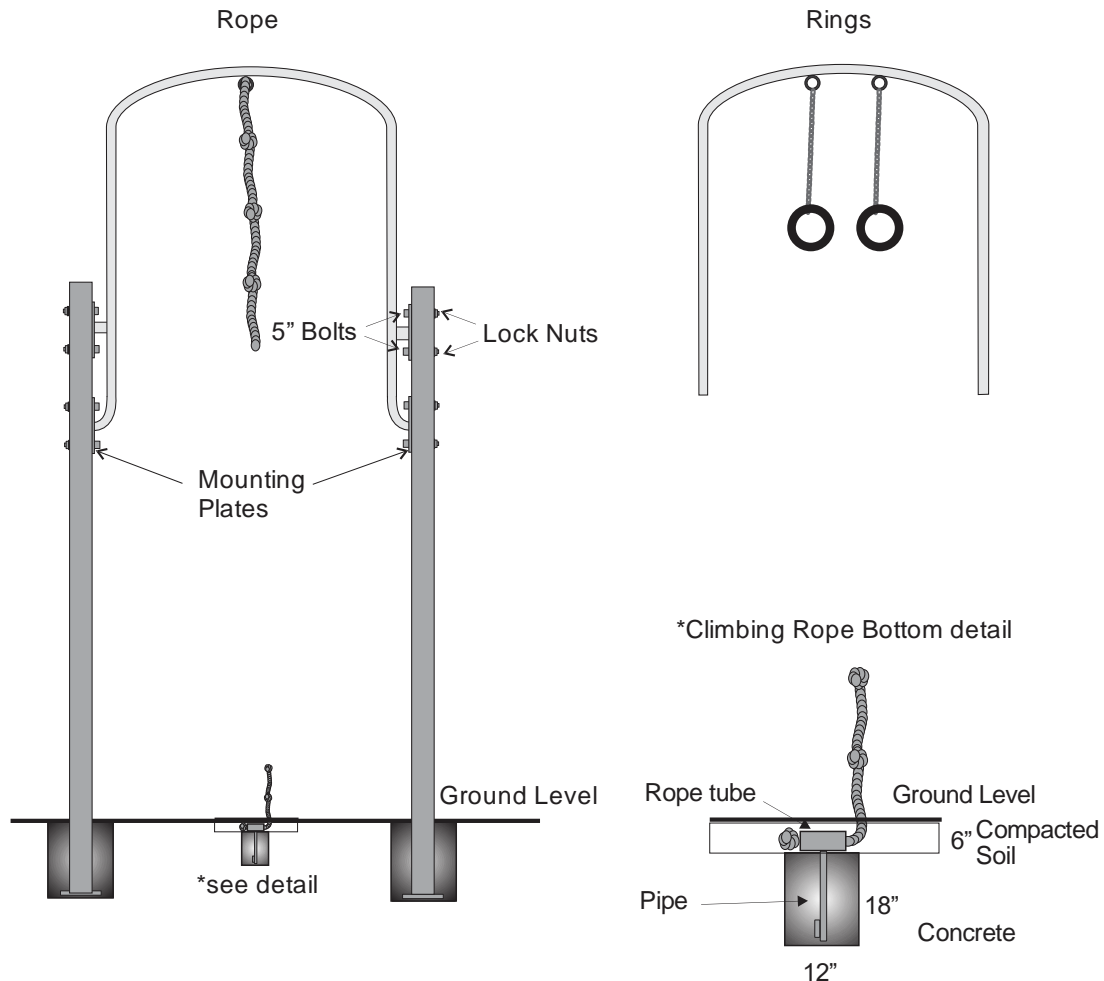
### **Two Post Installation (30" in the ground)**

Once the first vertical support post is installed and the concrete has "set up" so the post is solid in the ground, set the horizontal ladder on the ground butted up to the first vertical support post. Go to the other end of the horizontal ladder and mark the ground where it will attach to the second vertical support post. Dig the hole and install the second post and then attach the horizontal ladder to the first post and then the second post. Make sure the horizontal ladder is level and the second post is plumb. Measure the distance between the two vertical posts at the top and make sure it is the same at the bottom. Once the ladder is attached and everything is level and plumb, concrete in the second vertical post. It takes at least four people to install the horizontal ladder.

### **Four Post Installation (30" in the ground)**

Set the overhead activity (horizontal ladder, ring beam etc.) on the ground where it is going to be installed and mark where all four vertical corner support posts are going to be installed. Once the first vertical support post is installed (30" in the ground) and the concrete has "set up" so the post is solid in the ground, dig the hole for the second vertical support post (for the same end) and cement it in the ground. Once the concrete is set on the second post you can bolt the one end of the overhead activity to both vertical support posts using only the top bolt on each vertical post so you can swing it up and bolt it to the other two vertical supports once they are installed. Dig the holes for the other two support posts and concrete them in the ground, making sure they are the correct distance from the first two posts and the correct width so the overhead activity will fit properly. Once the concrete is set you can lift the overhead activity up and bolt it to the second two vertical posts, once in place tighten the bolts on all four posts, 2 bolts on each post.

## Rope Climb and Rings



Install and cement the first ring/rope 4x4 vertical support post 30" in the ground and allow concrete to harden. Bolt the ring or rope frame to the first upright support post. Dig the hole for the second vertical support post and then put the post into the hole. Bolt the other side of the attaching frame onto the post. Level and plumb (straight up and down) the second 4x4 support and finish by concreting it in the ground.

**Rope Top:** Once the concrete has hardened, feed the climbing rope through the fitting at the top of the frame. Make a Figure 8 knot to prevent it from sliding out.

**Rope Bottom:** The bottom of the rope is secured by knotting it through the rope tube as shown in the drawing. The rope tube is attached to the top of the pipe which gets buried in the ground and cemented. Leave room for 6" of compacted soil above the concrete and be sure to leave the rope tube exposed above the concrete line. Set the pipe in concrete, 12" in diameter and 18" deep (use premix concrete) so it cannot pull out. Once the concrete is set, pull the rope through the rope tube and knot it to secure. Leave enough slack in the rope so it is not too tight. Cover the rope end and tube with soil and compact it to reach ground level.

**Important!** *The bottom of the rope must be secured in the ground to prevent any accidental hanging or potential entanglement that could cause injury or death.*

**Rings:** Once the concrete has hardened, attach them by bolting onto the swivel brackets.



### Upper Fitness Stations

All the upper fitness stations bolt onto the vertical upright posts and do not rest on the ground

### Important Maintenance and Safety Information

- Schedule regular equipment inspections to determine if any parts are worn or damaged.
- Replace parts that are worn or damaged. Contact your dealer or the factory (425-432-6000) for replacement parts.
- Do not allow anyone to use the equipment if it has any worn or damaged parts.
- If the equipment uses wood vertical posts, sand off any splinters or rough spots. Normal checking and minor cracking may occur but do not normally create a safety hazard. If a crack develops that appears to impact the integrity of the structure, contact your dealer or Pacific Outdoor Products about a replacement.
- Check the area below and around the equipment to remove any debris such as rocks, glass or anything that could cause an injury.

**Pacific Outdoor Products Inc**  
**PO Box 50**  
**Maple Valley WA 98038**

**425-432-6000**

FE-1322, FE-1320, FE-1330, FE-1340, FE-1358, FE-1334

Custom Design for Butte County

In-Ground

**NO GROUND COVER**

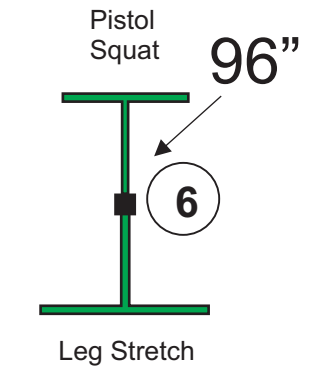
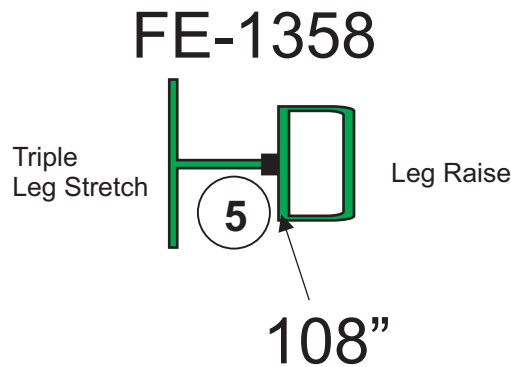
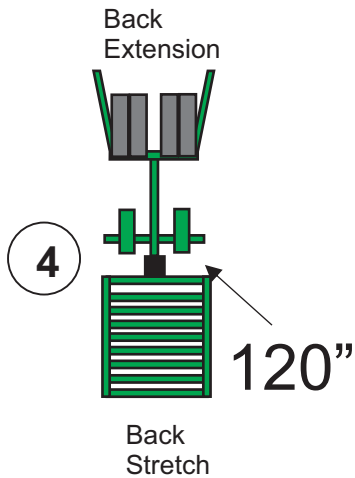
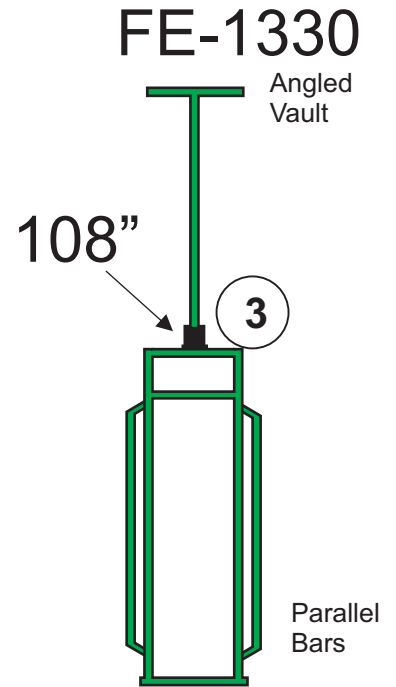
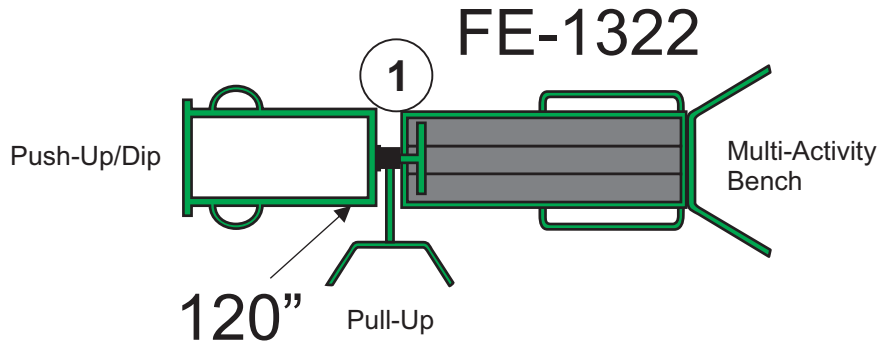
Safe use area: Varied per each station

Designed for ages 13 and up

**Black Posts with Green Stations**

**NO ASSEMBLY OF POLY BOARDS**

← **SIDE B**



↑ **SIDE A**





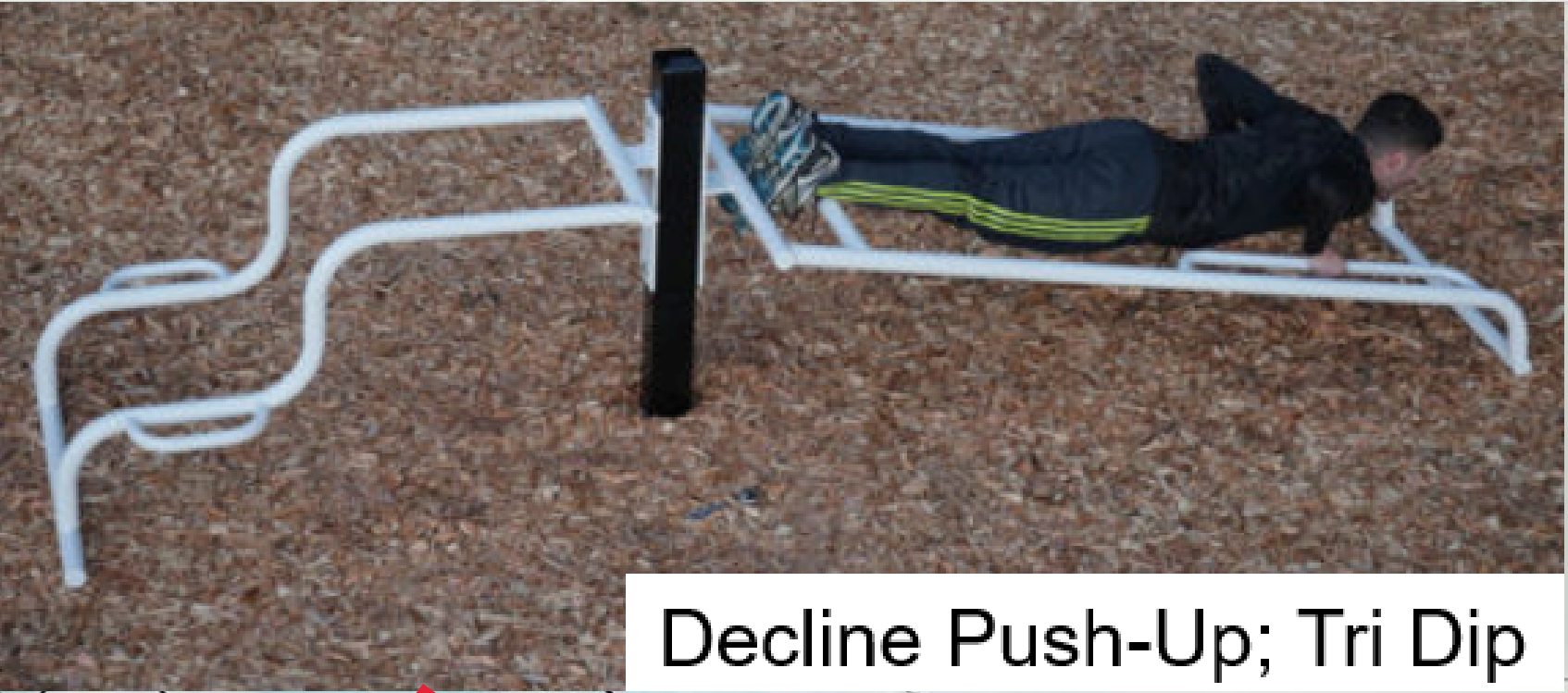
Agility/Beam Hop; Pistol Squat



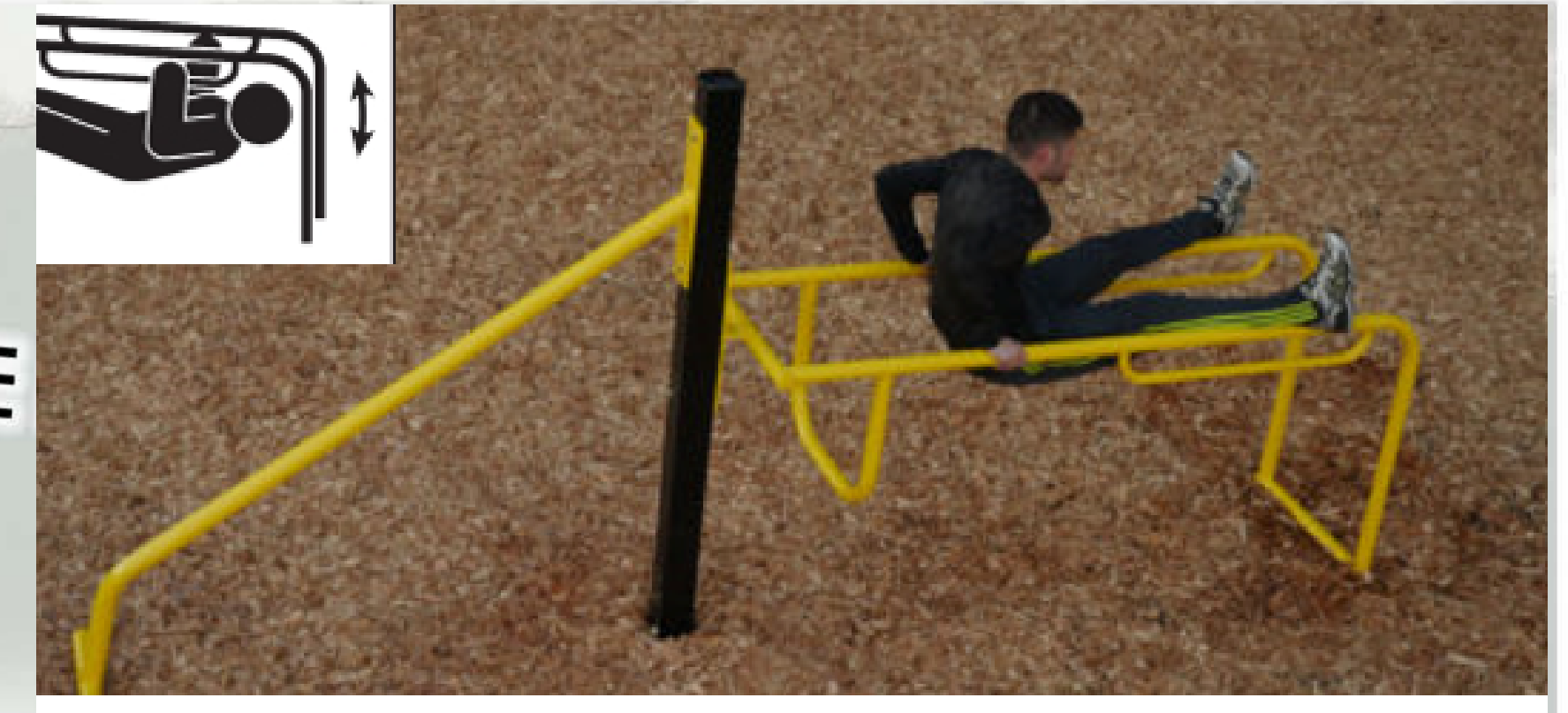
Back Extension/Stretch

**RAIL PLAZA**  
 RELIC TRUSS BASE  
 RELIC FOOTING  
 INTERPRETATIVE PANELS  
 ACCENT TREES  
 DECOMPOSED GRANITE  
 PLANTERS

**COMMUNITY AMPHITHEATRE**  
 - BAND SHELL  
 - STAGE  
 - SHADE TREES/



Decline Push-Up; Tri Dip



Parallel Bar Dip; Inverted Pull-Up; Agility



ADA SWING

**SOUTH PLAY AREA**  
 - NEW PLAYGROUND  
 - 5-12 AGE  
 - THEMED PLAY  
 - CLIMB, SLIDE, SWINGS  
 - SHADE TRELLIS  
 - SAND PLAY AREA  
 - COVERED PICNIC AREA

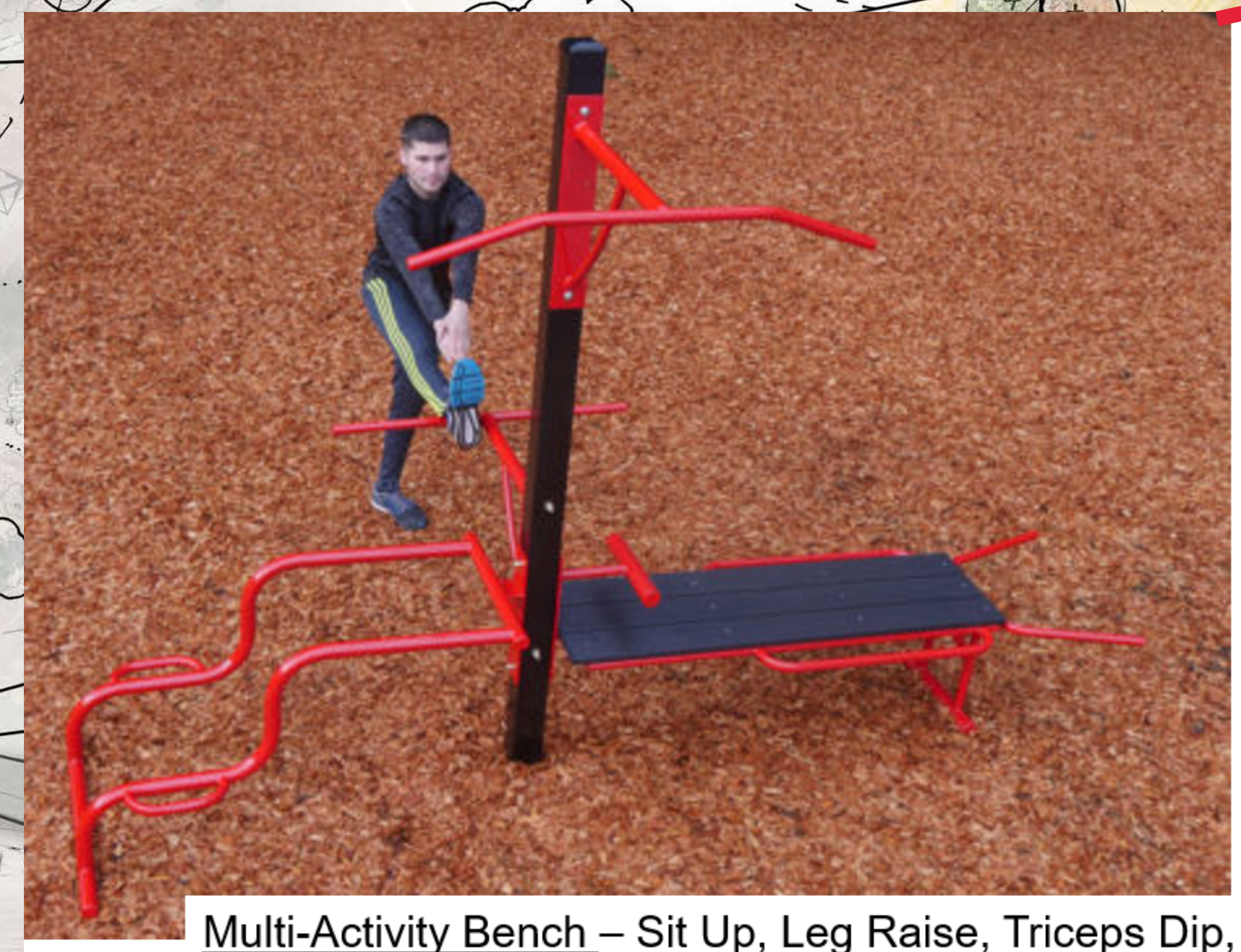
MULTI-PURPOSE FIELD

**NATIVE PLANTING**  
 OAKS  
 GRASSES  
 SHRUBS  
 DECOMPOSED GRANITE

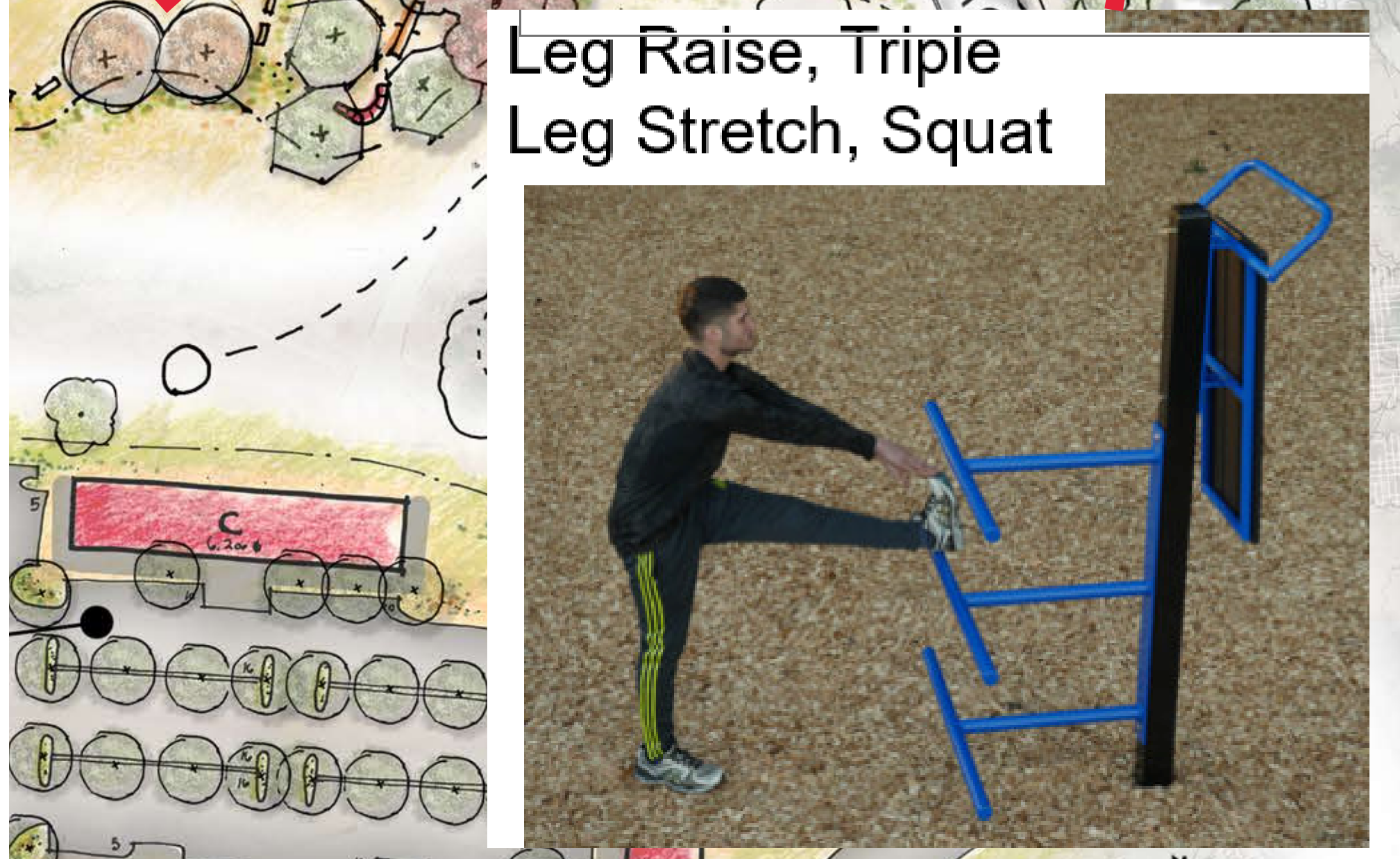
**WATER PLAY AREA**  
 MEANDERING STREAM  
 QUARRY STONES  
 WATER CANNONS  
 - RENTAL SPACE  
 - SPRAY JETS  
 - WATERFALLS

**RETAIL /VENDOR OPPORTUNITIES**  
 - KAYAK RENTALS  
 - FOOD VENDORS  
 - OUTDOOR PATIOS  
 - LODGING OPTIONS

HWY 70



Multi-Activity Bench – Sit Up, Leg Raise, Triceps Dip, Pull-Up, Mod. Push-Up, Flat Bench Leg Raise



Leg Raise, Triple Leg Stretch, Squat

# RIVERBEND Waterfront PARK

CORE AREA

OROVILLE, CA



04.25.2018 #2306





## STAFF REPORT

**DATE: AUGUST 23, 2022**

**TO: BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: SURPLUS TWO DISTRICT TRUCKS**

### **SUMMARY**

The district has two maintenance vehicles that are non-functioning, obsolete and/or otherwise no longer needed.

### **BACKGROUND**

District Policy requires that the Board declare unneeded or obsolete inventory as surplus before it can be disposed.

### **Description of items:**

1. 2000 Ford F-250 Diesel, mileage 187,000/ Blown Transmission
2. 2007 Ford F150, mileage 167,000/ cooling system, suspension, coil

### **BUDGETARY IMPACT**

Any proceeds from the sale of this equipment will be deposited into the General Fund.

### **RECOMMENDATION**

Approve above items of District equipment to be declared as surplus and direct the Park Supervisor to dispose of it, as per Board Policy 28. FRRPD utilizes website govdeal.org surplus items and notification will be posted on FRRPD social media alerting the public of auction items.

### **ALTERNATIVE ACTIONS**

None



## STAFF REPORT

**DATE: AUGUST 26, 2022**

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

**FROM: VICTORIA ANTON, EXECUTIVE ADMINISTRATOR**

**RE: AMENDMENT TO AGREEMENT NO. 3270 BETWEEN THE CITY OF OROVILLE AND FEATHER RIVER**

**RECREATION AND PARK DISTRICT FOR THE COMPLETION OF THE BRAD FREEMAN TRAIL**

### **SUMMARY**

I attended the July 27th Supplemental Benefits Fund meeting and requested a 1-year extension to complete the Brad Freeman Trail Project. It's about a quarter mile long connection on the south side of the Feather River, across from the Feather River Fish Hatchery. The extension of the trail is considered the "missing link" in the 41-mile stretch that offers a huge variety of scenic vistas and day trip options for hikers.

The 2019 awarded amount of \$260,760.00 was for permits and materials. This was based around the trail being built by the CA State Parks Lake Oroville maintenance crew. They lost much of their staff through a reorganization during the pandemic and can no longer build the trail.

All easement agreements and environmental permits have been completed. We have \$237,299.59 left in funding to purchase materials and cannot cover prevailing wage costs if the project was placed out to bid. Staff is actively exploring all potential partnership options to complete the project.

### **RECOMMENDATION**

Approve Amendment to Agreement No. 3270 Between the City of Oroville and Feather River Recreation and Park District for The Completion of the Brad Freeman Trail.

### **ATTACHMENTS**

Agreement Amendment  
Trail design and Description of Work

**AMENDMENT TO AGREEMENT NO. 3270 BETWEEN THE CITY OF OROVILLE AND FEATHER RIVER RECREATION AND PARKS DISTRICT FOR THE COMPLETION OF THE BRAD FREEMAN TRAIL AS DESCRIBED IN EXHIBIT A, IN OROVILLE, CALIFORNIA (PROJECT)**

This First Amendment dated July 27, 2022, is to Agreement No. 3270 between the City of Oroville ("City") as the Supplemental Benefits Fund Administrator and Feather River Recreation and Parks District ("Grantee").

In consideration of the terms and conditions herein, the City and Feather River Recreation and Parks District agree that Agreement No. 3270 shall be amended as follows:

1. Section 3 of the Agreement shall be amended to read: The term of this Agreement will begin on May 1, 2019, and shall terminate on May 1, 2023, or upon completion of the Project, whichever occurs first. Additionally, the remaining grant funds of \$237,299.59 are to be specifically used for construction purposes only. The term or any other conditions may be amended only in writing by City and Grantee with the approval of the Supplemental Benefits Fund Steering Committee.
2. Conflicts between the Agreement and the First Amendment shall be controlled by this First Amendment. All other provisions within Agreement No. 3270 shall remain in full force and effect.

CITY OF OROVILLE

FEATHER RIVER RECREATION AND PARK DISTRICT

By: \_\_\_\_\_  
Chuck Reynolds, Mayor

By: \_\_\_\_\_  
Victoria Anton, Executive Administrator

By: \_\_\_\_\_  
Kent Fowler, SBF Chairperson

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

APPROVED AS TO FORM:

ATTEST:

By: \_\_\_\_\_  
Scott E. Huber, City Attorney

By: \_\_\_\_\_  
Jackie Glover, Assistant City Clerk

## 1. PROJECT DESCRIPTION

*(The Project Description may vary widely in length depending on the size and scope of the project that would be funded, and the size of the grant being requested. A useful structure to assist the readers and decision makers is to break the project down into component goals, each with its own heading and complete description. If applicable, comments about project staff experience and how the overall project will be measured and sustained)*

### **Complete Brad Freeman Trail Through Oroville**

The Brad Freeman Trail is over 40 miles in length (with many shorter loop options) and provides a complete circuit around most of the Oroville region (see Appendix A). The trail is mostly level except where it climbs up to and descends from Oroville Dam, where it gains about 700 feet in under 2 miles. The bulk of the Trail is gravel service roads that surround the Diversion Pool (Foothills), Forebay and Afterbay (Valley), except for an approximate half-mile segment between the Veterans Memorial and the Nature Center.

The proposed project is intended to modify this unimproved portion of the Brad Freeman Trail along the Feather River and would finish the path under the Green Bridge adjacent to Table Mountain Blvd and connect to the trail that leads to the Nature Center, Fish Ladder and Diversion Pool.

The project has been designed by Melton Design and Engineering with environmental work completed by Northstar Engineering (See Appendix B). Most of the preliminary work has already been finished, with only a few minor permits to obtain, otherwise the project is shovel ready. Please note that the expenses for the previous work have been funded by prior SBF contributions.

The component parts of the Project are as follows:

**1. Update or otherwise refresh environmental permits: \$4,510**

This amount includes \$4,460 for a Streambed Alteration Permit from the State along with \$50 to file the Notice of Exemption with the County.

**2. Construction Management: \$15,000**

This amount is for Melton Design Group's assistance with managing the project.

**3. Construction (Lake Oroville State Parks Maintenance crew (force account)): \$181,250**

Estimate of costs for utilization of State Parks Maintenance crew from Lake Oroville force account labor and equipment.

**4. Items Not in State Parks Proposal: \$60,000**

This amount provides interpretive signage at the overlooks, ADA parking, benches and other miscellaneous items not included in State Parks proposal.

PLANS FOR THE CONSTRUCTION OF:

**NATURE CENTER TRAIL IMPROVEMENTS**  
 OROVILLE, CALIFORNIA

PREPARED BY:



PREPARED FOR:

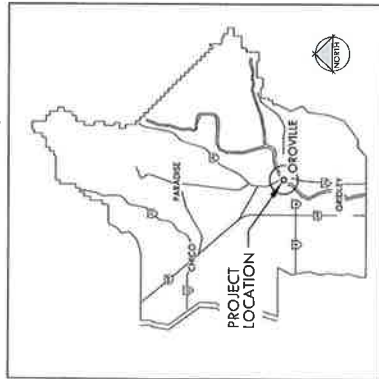


INDEX OF SHEETS

SHEET	TITLE
--	TITLE SHEET
L-1	TOPOGRAPHY AND DEMOLITION
L-2	CONSTRUCTION PLAN
L-3	DETAIL SHEET

Plot Date: February 17, 2017 2:48 PM File Name: G:\VDC\2020\_2100\3\076\FR879\_Trim\2014 CAD\2014 CAD\The Sheet.dwg

KEY MAP OF BUTTE COUNTY



SITE LOCATION MAP



PREPARED BY OR UNDER THE SUPERVISION OF:

GREG MELTON  
 ASIA No. 4217

DATE

APPROVED BY:

LARRY BALANCE, GENERAL MANAGER  
 FEATHER RIVER RECREATION AND PARK DISTRICT

DATE



CONSULTANT

CLIENT  
 FEATHER RIVER RECREATION AND PARK DISTRICT  
 OROVILLE, CA

PROJECT  
 NATURE CENTER TRAIL IMPROVEMENTS

SHEET TITLE  
 TITLE SHEET

DATE:

NO.	DESCRIPTION	DATE
1.	ISSUED FOR PERMIT	9/23/2014
2.		
3.		
4.		
5.		
6.		

PROJECT NUMBER  
 MELTON DESIGN GROUP 2014  
 CONSULTANT PROJECT #  
 SHEET NUMBER

DATE: 9/23/2014







CLIENT  
FEATHER RIVER  
RECREATION AND  
PARK DISTRICT  
OROVILLE, CA

PROJECT  
NATURE  
CENTER  
TRAIL  
IMPROVEMENTS  
AND  
DEMOLITION

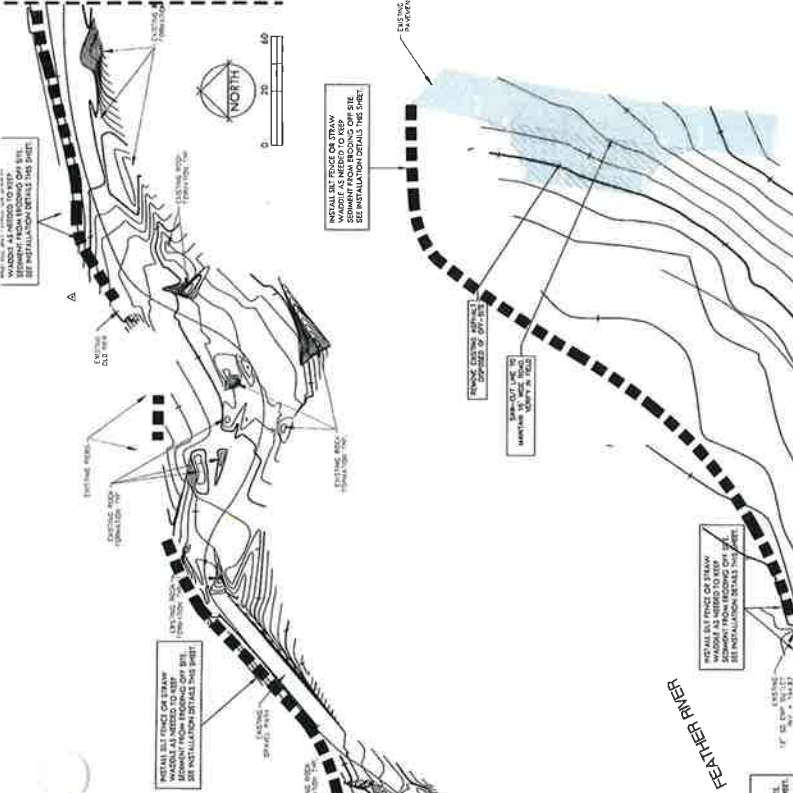
SHEET TITLE  
TOPOGRAPHY  
AND  
DEMOLITION

DATE  
NO. DESCRIPTION DATE  
1. PREPARED 6/23/2014  
2.  
3.  
4.  
5.  
6.

PROJECT NUMBERS  
MELTON DESIGN GROUP 7811  
CONTRACT PROJECT #

SHEET NUMBER  
[ 1 ]

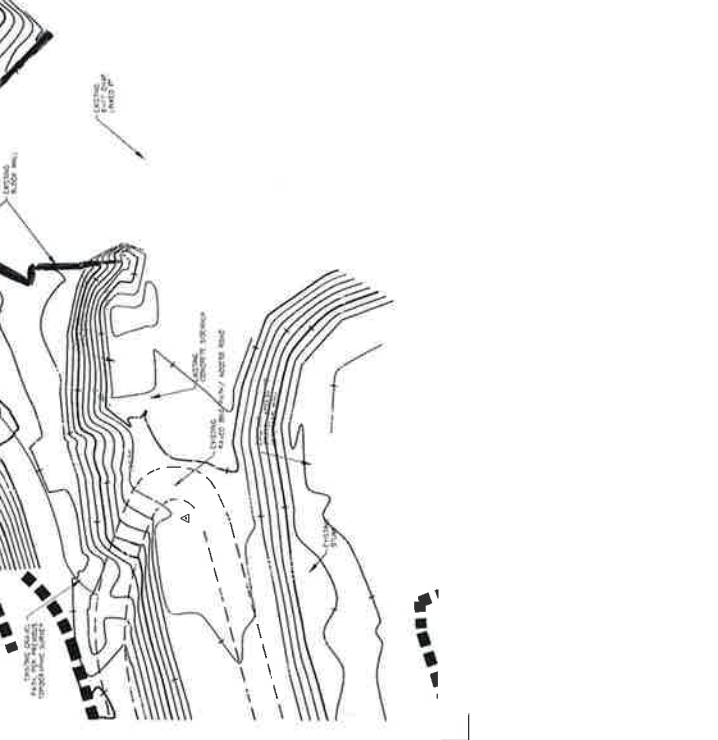
MATCH LINE - SEE BELOW



TOPOGRAPHIC SURVEY NOTES  
THIS SET OF SURVEYING PLANS IS PREPARED BY MELTON DESIGN FOR THE CLIENT'S USE AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF MELTON DESIGN. THE CLIENT'S RESPONSIBILITY IS TO VERIFY THE ACCURACY OF THE SURVEYING DATA AND TO OBTAIN NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. MELTON DESIGN SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THESE PLANS OR FOR ANY CONSEQUENCES ARISING FROM THE USE OF THESE PLANS. THE CLIENT'S RESPONSIBILITY IS TO OBTAIN NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

- 1. ALL EROSION CONTROL MEASURES SHALL CONFORM TO CITY OF OROVILLE STANDARD AND THE EROSION CONTROL PLAN SHOWN ON THE CONSTRUCTION DRAWINGS FOR THE PROJECT. SEE THE EROSION CONTROL PLAN FOR ADDITIONAL REQUIREMENTS. SEE LOCAL SPECIFICATIONS AND STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR ADDITIONAL REQUIREMENTS. SEE LOCAL SPECIFICATIONS AND STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR ADDITIONAL REQUIREMENTS. SEE LOCAL SPECIFICATIONS AND STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR ADDITIONAL REQUIREMENTS.

MATCH LINE - SEE ABOVE

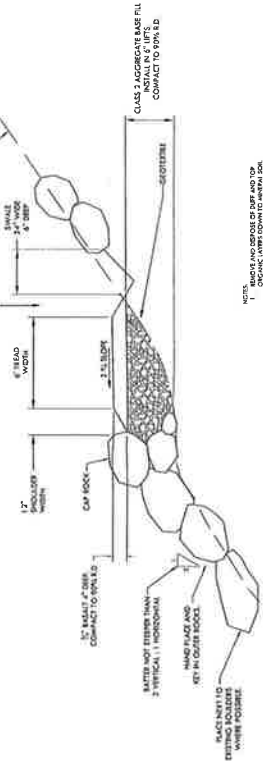


TYPICAL STRAW WADDLE  
EROSION CONTROL FILTER

TYPICAL SILT FENCE  
EROSION CONTROL FILTER

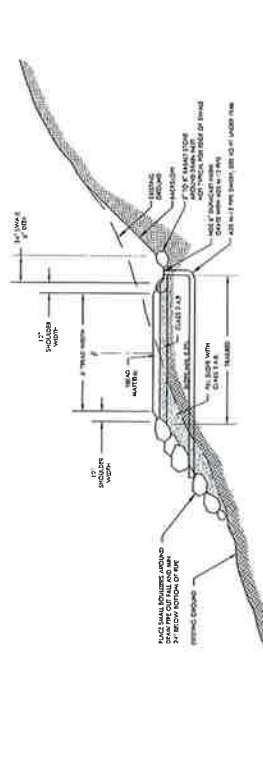






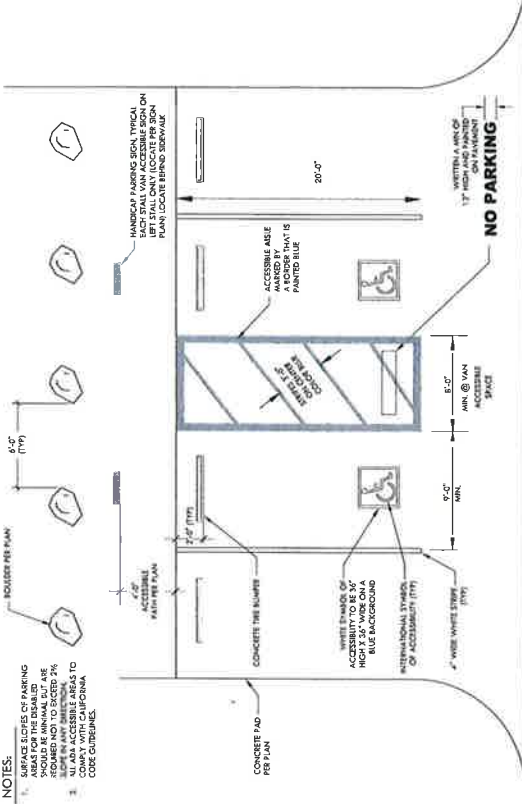
- NOTES:**
- 1. MATCH TO DETAIL OF TRAIL AND TOP OF CONCRETE PAD.
  - 2. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 3. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 4. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 5. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 6. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 7. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 8. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 9. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 10. CONTACT MOBILE AND INFANTS TOILETS AND VANS.

**1** ROCK SLOPE PROTECTION OR TRAIL STABILIZATION MEASURES NOT TO SCALE  
 L-3



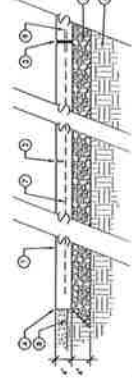
- NOTES:**
- 1. CONCRETE PAVING MEDIA BROWN FINISH TO MATCH EXISTING PAVING.
  - 2. WALKING SURFACE COOKS 3/8\"/>

**2** TYPICAL TRAIL SECTION NOT TO SCALE  
 L-3



- NOTES:**
- 1. SURFACE SLOPES OF PARKING SPACES FOR THE DISABLED SHALL BE 1:12. SLOPES SHALL BE 2% MAXIMUM.
  - 2. ALL ACCESSIBLE AREAS TO COMPLY WITH CALIFORNIA CODE REQUIREMENTS.
  - 3. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 4. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 5. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 6. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 7. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 8. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 9. CONTACT MOBILE AND INFANTS TOILETS AND VANS.
  - 10. CONTACT MOBILE AND INFANTS TOILETS AND VANS.

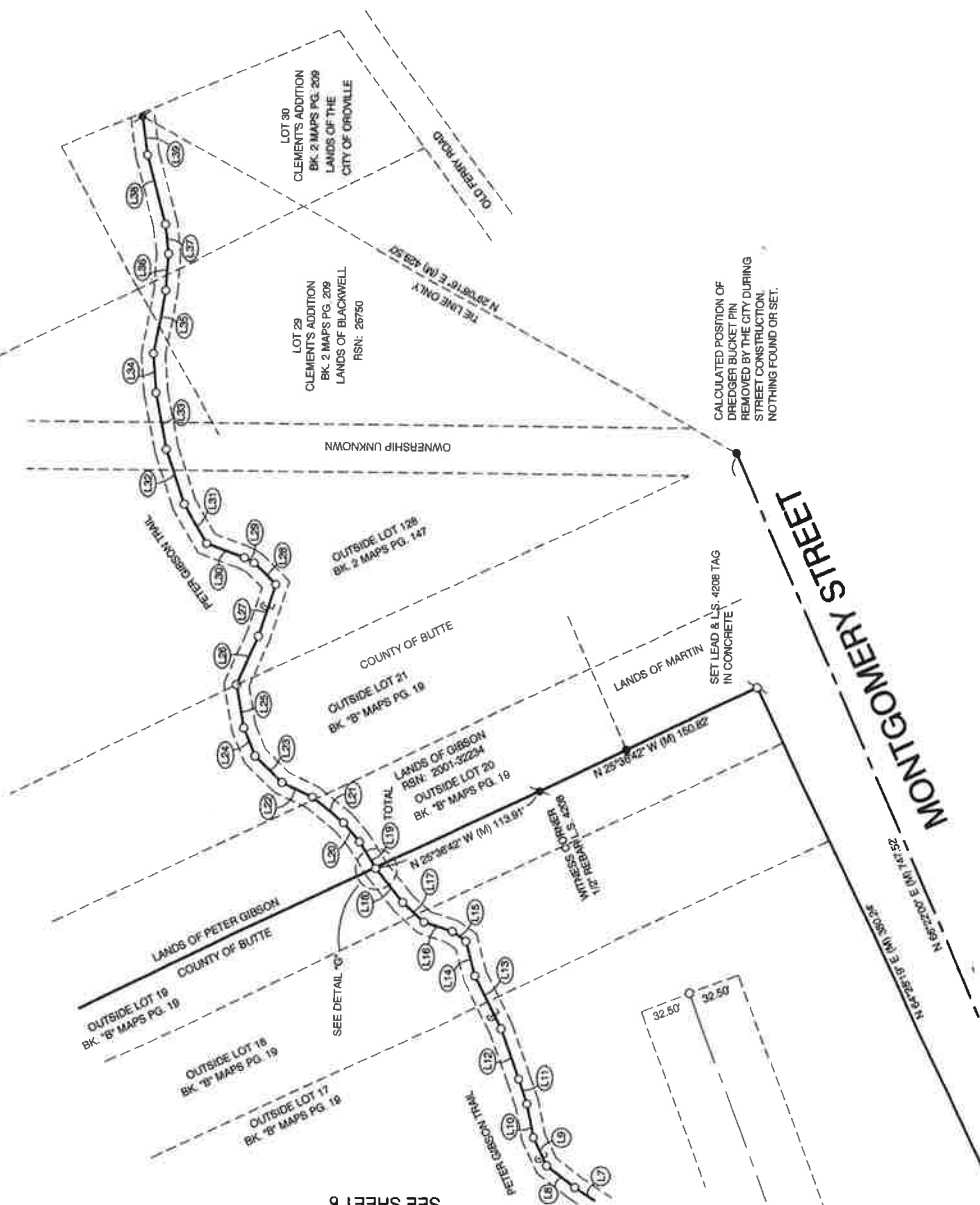
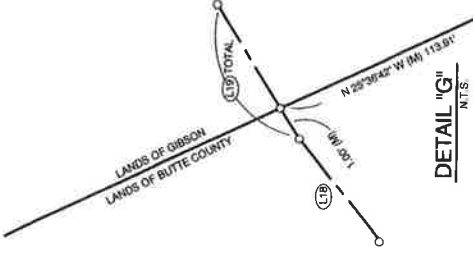
**3** HANDICAPPED PARKING STALLS NOT TO SCALE  
 L-3



- NOTES:**
- 1. CONCRETE PAVING MEDIA BROWN FINISH TO MATCH EXISTING PAVING.
  - 2. WALKING SURFACE COOKS 3/8\"/>

**4** CONCRETE PAD NOT TO SCALE  
 L-3

SCALE:  
1" = 30'



# RECORD OF SURVEY

PORTIONS OF OUTSIDE LOTS 17 THROUGH 19, "OROVILLE, FROM ACCURATE SURVEY BY WM. EDMUNDS", BOOK "B" MAPS PAGE 19, LYING IN SECTION 8, T-19N, R-4E, M.D.M., CITY OF OROVILLE, BUTTE COUNTY, CALIFORNIA.

FOR  
COUNTY OF BUTTE

SHEET 7 OF 7

D 1170 D-1-71

SEE SHEET 6

**GDA**  
ENGINEERING  
SURVEYING  
PLANNING  
220 GRAND AVENUE OROVILLE, CA (530) 533-2068

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## JULY 2022 DEPARTMENT UPDATES

### Parks & Maintenance Department Update

*Joe Velasquez – Park Supervisor*

#### Completed tasks/Projects

##### **Riverbend Park:**

- Riverbend Sal Rodriguez Landscapes has started mowing

##### **MLK:**

- Brush cleared throughout park. Consolidated to rear corner for pick up.

##### **Palermo**

- Palermo Pool:
  - New partitions installed
  - New toilet paper dispensers installed
  - Mirrors, soap dispensers ordered
  - Painted benches
  - Touch ups on walls throughout

##### **Nelson:**

- Nelson Pool:
  - Started painting all structures
  - New exterior LED lights installed
  - New led lights inside main building
  - Two new flood lights & motion lights
  - Removal of old tables & benches
  - New paper towel, soap, toilet paper dispensers ordered for restrooms

##### **Nolan:**

- Irrigation Repairs

##### **Activity Center:**

- Front of building pressure washed
- Gravel parking area graded and leveled
- Removal of trash and unwanted items from gymnastics, preschool, and admin
- Parking lot cleaned up
- Removal of dead bushes in planters

#### **Additional Information:**

Sal Rodriguez started service 08/12/22. He will be landscaping Nelson Complex Mondays and Riverbend Park Fridays. With Sal taking care of the landscaping for Riverbend & Nelson, our team will have a significant amount of time to deal with deferred maintenance.

Vandalism has calmed down compared to a few months back. We haven't had anymore break ins at the shop.

We are near full staff. We have one open position for part time. We have an applicant for it. Waiting for DOJ to clear.

Three maintenance team members are signed up for Certified Pool Operators class. At this time, we only have one team member certified. With Nelson Pool reopening soon, it is mandatory to have multiple team members certified and educated on proper pool maintenance.

Sheriff crew continues to work at Riverbend Park. Their focus is cutting overgrowth, pruning trees, and clearing areas that homeless find attractive. Sheriff has removed 8 active camps in the main park area. Clearing the overgrowth along the river from the bridge south will help keep homeless from camping. Sheriff crew is only working Saturdays. They were



## JULY 2022 DEPARTMENT UPDATES

at twice a week with Wednesday and Saturdays. Had to drop a day due to new policies in their program requiring members to attend school during week.

I am back from my family leave. I had a great time bonding with my newborn daughter. I appreciate the opportunity to take that time.

### **Upcoming/Ongoing Projects:**

- Restroom floor recoating
- Finish Nelson Pool
- Sign replacement project
  - Replacing & adding restroom signs to all restrooms
  - Updating and replacing Ordinance & Rules signs throughout parks
  - Removing and replacing old/damaged main park signs throughout parks
  - Replacing signs throughout parks

### **Childcare Services**

*Estela Valencia – Director of Children’s Services*

### **Preschool Enrollment:**

25 in Preschool/55 in summer camp

### **Recently Completed Events/Projects:**

Water sampling of the facility was conducted on July 27,2022. No exceedances of lead were found in our drinking water. State of Ca, Assembly Bill 2370 (AB 2370) requires that licensed child day care centers which are located in a building constructed before January 1, 2010 test their drinking water prior to January 1, 2023.

### **Current events/project:**

Summer camp will conclude on August 12th at the Activity center. We have moved out of Nelson Ave Middle School.

### **Upcoming Events/Projects:**

August 22, 2022, will be the official new 2022-2023 preschool year.

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

*Victoria Anton – Executive Administrator*

### **Current/Ongoing Projects:**

- Administration:
  - Per Capita Grant Documents
  - SBF Grant Management: Feather River Trail Project
  - Fall Public Event Rentals in District Parks & Facilities
  - Employee Recruitment: Recreation Supervisor
- Events & Marketing:
  - Bangor Concerts in the Park August 5th: Strung Nugget Gang
  - Fall Concerts in the Park: Saturdays September 10<sup>th</sup> through October 22<sup>nd</sup>
  - Palermo Community Festival September 10<sup>th</sup>
  - Feather River Cleanup September 17<sup>th</sup>

### **Completed Projects:**

- Administration
  - Presentation to Butte County Public Health Summer Wellness Program Participants July 12<sup>th</sup>
- Meetings/Representing FRRPD
  - Explore Butte County/Oroville Tourism
    - “Explore Oroville” Map printed and distributed throughout the community.
- Events & Marketing:
  - Feather River Show & Shine at Riverbend Park July 9<sup>th</sup> & 10<sup>th</sup>



## STAFF REPORT

**DATE: AUGUST 23, 2022**

**TO: FRRPD BOARD OF DIRECTIONS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: SPECIAL MEETING MANDATORY BOARD TRAINING: AB1234 ETHICS TRAINING**

### SUMMARY

All board members are required to complete Ethics training every two years. The training is hosted by CSDA via webinar:

**Special Board Meeting: Activity Center October 11<sup>th</sup>, 9:45am.**

Webinar Training: 10am to noon

### RECOMMENDATION

All Board of Directors attend a special board meeting on October 11<sup>th</sup> 9:45am to noon. Directors will complete mandatory training via webinar in a group setting.