



FEATHER RIVER RECREATION & PARK DISTRICT
Regular Board Meeting
January 24, 2023

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 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 Shannon DeLong
Director Scott "Kent" Fowler
Director Devin Thomas
Director Clarence "Sonny" Brandt
Director Greg Passmore

PLEDGE OF ALLEGIANCE

CLOSED SESSION

- 1. Pursuant to Government Code Section 54956.8: Property Asset Update**
- 2. Pursuant to Government Code section 54954.5(e): Public Employee Release**

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. December 20, 2022 Regular Board Meeting Minutes (Appendix A)**
- 2. December 2022 Financials (Appendix B)**

Consent Agenda Motion:

Vote:

ACTION ITEM(S)

- 1. Contract with Scott Chalmers for Consulting Services**

Motion:

Vote:

2. **Resolution 2006-22: A Resolution of the Board of Directors of the Feather River Recreation and Park District Authorizing the District General Manager and All Board Members to Sign All District Checks, Ach Transfers And Check Registers** (Appendix C)

Motion:

Vote:

3. **Allocation of Funds to Repair the Activity Center Lift Station Pump** (Appendix D)

Motion:

Vote:

4. **Master Plan Update**

Discussion on draft plan and project status.

Motion:

Vote:

DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix E)

UNFINISHED BUSINESS

BOARD ITEMS FOR UPCOMING AGENDA(S)

1. February Regular Meeting: Adopt Continuation of BAD Tax
2. February Regular Meeting: Nexus Study Review, Impact Study Resolution
3. April Special Meeting: Budget workshop
4. April: BAD Committee Meeting
5. May Regular Meeting: Adopt Preliminary Budget, Adopt BAD Assessment Rate
6. June Regular Meeting: Budget Public Hearing, Adopt Appropriation Limits
7. July Regular Meeting: Adopt Final Budget

ADJOURNMENT



FEATHER RIVER RECREATION & PARK DISTRICT

Regular Board Meeting
December 20, 2022

ACTIVITY CENTER

1875 Feather River Blvd.
Oroville, CA 95965

Draft Minutes

Closed Session 5:00 PM/Open Session Immediately Following

CHAIRPERSON DELONG CALLED THE MEETING TO ORDER AT 5:06 PM.

ROLL CALL

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

CLOSED SESSION ANNOUNCEMENTS AT 5:32 PM.

- 1. Pursuant to Government Code Section 54956.8: Property Asset Update**
No action was taken.
- 2. Pursuant to Government Code section 54954.5(e): Public Employee Release**
The Board unanimously appointed Victoria Anton Teague as the Interim General Manager.

CONSENT AGENDA

- 1. November 15, 2022 Regular Board Meeting Minutes**
- 2. December 1, 2022 Special Board Meeting**
- 3. November 2022 Financials**

Director Fowler 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.**

ACTION ITEMS

- 1. Memorandum of Understanding with the City of Oroville: Security Light Installation and Maintenance at the Bedrock Tennis Courts**
Director Fowler made the motion to approve the Memorandum of Understanding with the City of Oroville regarding security light installation and maintenance at the Bedrock Tennis Courts.
Director Brandt seconded the motion.
***The motion to approve the Memorandum of Understanding with the City of Oroville regarding security light installation and maintenance at the Bedrock Tennis Courts passed with a unanimous vote.**
- 2. Consideration of Resolution No. 2005-22: A Resolution of the Board of Directors of the Feather River Recreation and Park District Acknowledging the Completion of the Fitness Equipment Project at Riverbend Park**
Director Brandt made the motion to adopt Resolution 2005-22.
Director Thomas seconded the motion.
***The motion to adopt Resolution 2005-22 passed with a unanimous vote.**

3. Nominate Chairperson and Vice-Chairperson for 2023

Director Fowler nominated Shannon DeLong as the Board Chair for 2023.

Director Thomas Seconded the motion and nominating Scott Kent Fowler as Vice-Chair.

*The motion to nominate Shannon DeLong as Chair and Scott Kent Fowler as Vice-Chair for 2023 passed with a unanimous vote.

The Chairperson appointed members to the following committees:

Finance

Greg Passmore

Shannon DeLong

Parks & Facilities

Sonny Brandt

Kent Fowler

Recreation

Greg Passmore

Devin Thomas

Personnel Policies & Procedures

Shannon DeLong

Devin Thomas

Supplemental Benefit Fund (2 Directors plus alternate)

Shannon DeLong

Sonny Brandt

All FRRPD Board Directors (Alternate)

NON-ACTION ITEM(S)

- 1. Supplemental Benefits Fund Project Request:** Review FRRPD Proposed List

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

CHAIRPERSON DELONG ADJOURNED THE MEETING AT 6:50 PM.

Feather River Recreation & Park District
 Profit & Loss Budget Performance
 December 2022

not final, subject to change
 reconciliations pending

	Dec 22	Budget	\$ Over Budget	STAFF COMMENTS	Jul - Dec 22	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense									
Income									
4100 · Tax Revenue	1,085,538	1,000,000	85,538		1,193,561	1,060,000	133,561	113%	2,200,000
4150 · Tax Revenue (BAD)	175,160	185,000	(9,840)		175,160	185,000	(9,840)	95%	317,500
4300 · Program Income	38,915	59,300	(20,385)	Preschool \$10k, Gym \$23k, Classes \$2k, Youth Sports \$2k, Rentals \$2k	316,721	404,300	(87,579)	78%	816,300
4400 · Donation & Fundraising Income	650		650		2,751	2,000	751	138%	6,000
4900 · Interest Income		4,000	(4,000)			5,000	(5,000)		10,000
4905 · Interest Income - BAD					133		133	100%	
Total Income	1,300,263	1,248,300	51,963		1,688,326	1,656,300	32,026	102%	3,349,800
Gross Profit	1,300,263	1,248,300	51,963		1,688,326	1,656,300	32,026	102%	3,349,800
Expense									
5000 · Payroll Expenses	156,850	197,378	(40,528)		836,717	876,970	(40,253)	95%	1,924,500
5031 · GASB 68 Benefit Expense					77,848	81,800	(3,952)	95%	81,800
5100 · Advertising & Promotion		425	(425)		2,874	2,550	324	113%	5,000
5120 · Bank Fees	616	665	(49)		2,373	3,990	(1,617)	59%	8,000
5140 · Copying & Printing	237	750	(513)		1,278	4,500	(3,222)	28%	9,000
5155 · Employment New Hire Screen		200	(200)		1,030	1,200	(170)	86%	2,500
5160 · Dues, Mbrshps & Subscriptions					16,136	11,000	5,136	147%	11,000
5170 · Education & Development					4,240	2,000	2,240	212%	5,000
5175 · Equipment Rental					3,422	2,000	1,422	171%	4,000
5180 · Equipment, Tools & Furn (<\$5k)	1,088	2,240	(1,152)	Software \$800, Shop tools \$280	38,025	31,090	6,935	122%	56,000
5200 · Insurance	49,288	59,000	(9,712)		105,413	116,000	(10,587)	91%	116,000
5210 · Interest Expense - Operating	478	370	108		1,857	1,380	477	135%	3,500
5225 · Postage & Delivery	212		212		430	500	(70)	86%	1,000
5230 · Professional & Outside Svcs									
5232 · Accounting						25,000	(25,000)		25,000
5233 · Bands/Recreation					1,950	3,000	(1,050)	65%	6,000
5234 · Board Stipends	800	1,000	(200)		4,800	6,000	(1,200)	80%	12,000
5235 · Recreation Instructors	390		390		1,629	500	1,129	326%	1,000
5236 · Legal	1,922	800	1,122		17,355	5,200	12,155	334%	10,000
5237 · Contract Janitorial	5,950	6,600	(650)		38,150	39,600	(1,450)	96%	80,000
5238 · Other Outside Labor					6,656		6,656	100%	
5239 · Outside Service Admin/Consult	11,006	1,500	9,506	Not budgeted: GM consultant \$4k, Impact fee increase nexus study \$6k	59,313	16,500	42,813	359%	46,000
Total 5230 · Professional & Outside Svcs	20,068	9,900	10,168		129,853	95,800	34,053	136%	180,000
5260 · Repairs & Maintenance									
5261 · Building R&M	396	2,100	(1,704)		12,339	12,600	(261)	98%	25,000
5262 · Equip Repairs & Small Tools	2,105	1,600	505		8,404	10,400	(1,996)	81%	20,000
5264 · Grounds R&M	1,967	2,000	(33)		16,488	30,000	(13,512)	55%	60,000
5265 · Janitorial Supplies	44	1,250	(1,206)		8,381	7,500	881	112%	15,000
5266 · Vandalism Repair	487	1,500	(1,013)		6,631	11,000	(4,369)	60%	20,000
5267 · Vehicle R&M	25	800	(775)		4,167	5,200	(1,033)	80%	10,000
5268 · Aquatics Pool R&M	(150)	500	(650)		20,519	21,000	(481)	98%	40,000
5269 · Outside Contractor/Services R&M	7,750	2,000	5,750	Not budgeted: Landscape contract \$7.2k	54,571	17,000	37,571	321%	35,000
Total 5260 · Repairs & Maintenance	12,624	11,750	874		131,500	114,700	16,800	115%	225,000

not final, subject to change
reconciliations pending

	Dec 22	Budget	\$ Over Budget	STAFF COMMENTS	Jul - Dec 22	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
5270 · Security	1,463	1,500	(37)		3,436	11,000	(7,564)	31%	20,000
5280 · Supplies - Consumable									
5281 · Misc Staff & Uniforms Supplies	836	1,500	(664)		6,185	3,000	3,185	206%	5,000
5282 · Office Supplies	546	250	296		2,801	1,500	1,301	187%	3,000
5284 · Program Food	8	250	(242)		563	1,500	(937)	38%	3,000
5286 · Program Supplies	620	2,000	(1,380)		7,231	15,000	(7,769)	48%	35,500
5288 · Safety & Staff Supplies					3,259		3,259	100%	
5289 · Site/Volunteer Maint Supplies					2,574	3,000	(426)	86%	6,000
Total 5280 · Supplies - Consumable	2,010	4,000	(1,990)		22,613	24,000	(1,387)	94%	52,500
5290 · Taxes, Lic., Notices & Permits	418	450	(32)	\$400 concerts in park music rights permit	2,616	4,250	(1,634)	62%	7,000
5300 · Telephone/Internet	1,306	1,500	(194)		7,584	9,000	(1,416)	84%	18,000
5310 · Fuel, Travel and Meals	2,041	3,165	(1,124)		19,564	19,990	(426)	98%	39,000
5320 · Utilities	14,451	21,700	(7,249)	Water budget is higher than actual expenses	176,960	206,200	(29,240)	86%	385,000
7000 · Debt Interest	6,504	6,400	104		39,570	39,500	70	100%	77,000
Total Expense	269,654	321,393	(51,739)		1,625,339	1,659,420	(34,081)	98%	3,230,800
Net Ordinary Income	1,030,609	926,907	103,702		62,987	(3,120)	66,107	(2,019%)	119,000
Other Income/Expense									
Other Income									
4200 · Impact Fee Income	4,424		4,424		33,540		33,540	100%	
4500 · Grant/Reimbursed Expense Income		1,675	(1,675)		31,071	10,050	21,021	309%	20,000
9900 · Gain/(Loss) on Asset disposal					13,725		13,725	100%	
Total Other Income	4,424	1,675	2,749		78,336	10,050	68,286	779%	20,000
Net Other Income	4,424	1,675	2,749		78,336	10,050	68,286	779%	20,000
Net Income	1,035,033	928,582	106,451		141,323	6,930	134,393	2,039%	139,000

Feather River Recreation & Park District
Balance Sheet Prev Year Comparison
As of December 31, 2022

6:49 PM
01/18/2023
Accrual Basis

	Dec 31, 22	Dec 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	1,238,050	1,352,928	-114,878	-8%
1010.2 - Treasury Cash - Reserve	295,494	347,494	-52,000	-15%
1010.3 - Treasury Admin Ins Proceeds	216,525	16,525	200,000	1,210%
1010.4 - Treasury Ins Proceeds Playtown	67,657	68,968	-1,311	-2%
1010.5 - Treasury Nelson Pool Funds	-356,145	454,261	-810,406	-178%
Total 1010 - Treasury Cash	1,461,581	2,240,176	-778,595	-35%
1020 - Imprest Cash	499	548	-49	-9%
1030 - BofW - Merchant Acct.	64,060	59,029	5,031	9%
1031 - BofW Project INS PROCEEDS	246,559	304,152	-57,593	-19%
1040 - Fund 2610 - BAD	206,926	205,361	1,565	1%
1050 - Impact Fees	829,168	651,557	177,611	27%
Total Checking/Savings	2,808,793	3,460,823	-652,030	-19%
Accounts Receivable				
1210 - Accounts Receivable	27,000	-8,621	35,621	413%
Total Accounts Receivable	27,000	-8,621	35,621	413%
Other Current Assets				
1302 - FEMA Riverbend Claim A/R	2,839	2,839	0	0%
1320 - Umpqua Bank Project Fund	188,856	188,856	0	0%
Total Other Current Assets	191,695	191,695	0	0%
Total Current Assets	3,027,488	3,643,897	-616,409	-17%
Fixed Assets				
1410 - Land	627,494	627,494	0	0%
1420 - Buildings & Improvements	16,054,943	15,903,777	151,166	1%
1430 - Equipment & Vehicles	1,949,199	1,822,063	127,136	7%
1440 - Construction in Progress				
1448 - CIP Nelson SBF NE99	1,547,788	801,326	746,462	93%
1450 - CIP Feather River Trail FRT99	23,460	23,235	225	1%
1451 - CIP Playtown Bathroom Fire	525,622	525,622	0	0%
Total 1440 - Construction in Progress	2,096,870	1,350,183	746,687	55%
1499 - Accumulated Depreciation	-6,947,995	-6,158,511	-789,484	-13%
Total Fixed Assets	13,780,511	13,545,006	235,505	2%
Other Assets				
1500 - FMV Adjustments	94,302	15,666	78,636	502%
1550 - GASB 68 CalPERS Valuation				
1551 - GASB68 Deferred Outflow Pension	191,855	191,855	0	0%
Total 1550 - GASB 68 CalPERS Valuation	191,855	191,855	0	0%
Total Other Assets	286,157	207,521	78,636	38%
TOTAL ASSETS	17,094,156	17,396,424	-302,268	-2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	36,378	60,256	-23,878	-40%
Credit Cards	6,223	-1,720	7,943	462%
Other Current Liabilities				
2100 - Payroll Liabilities	64,208	89,116	-24,908	-28%
2405 - Deferred Revenue	13,988	5,960	8,028	135%
Total Other Current Liabilities	78,196	95,076	-16,880	-18%
Total Current Liabilities	120,797	153,612	-32,815	-21%
Long Term Liabilities				
2954 - Ford Motor Vehicle Loan	82,796	24,565	58,231	237%
2955 - Umpqua Bank Tax Exempt Bond A	2,273,608	2,502,380	-228,772	-9%
2960 - Umpqua Bank Taxable Bond B	45,000	73,000	-28,000	-38%
2975 - GASB 68 CalPERS Liab Valuation	1,144,957	1,144,957	0	0%
Total Long Term Liabilities	3,546,361	3,744,902	-198,541	-5%
Total Liabilities	3,667,158	3,898,514	-231,356	-6%
Equity	13,426,997	13,497,910	-70,913	-1%
TOTAL LIABILITIES & EQUITY	17,094,155	17,396,424	-302,269	-2%

Feather River Recreation & Park District
Check Register
 December 2022

4:34 PM
 01/18/2023
 Accrual Basis

Date	Num	Name	Memo	Credit
12/01/2022	92378	BLUE SHIELD OF CALIFORNIA	4004625 DEC22 premiums	10,615.81
12/01/2022	92379	PREMIER ACCESS	1000548827 DEC22	990.14
12/01/2022	92380	HUMANA INSURANCE CO.	657103-001	87.20
12/01/2022	92381	BRANDT, CLARENCE SONNY	BOD STIPEND	100.00
12/01/2022	92382	DELONG, SHANNON	BOD STIPEND	100.00
12/01/2022	92383	FOWLER, SCOTT KENT	BOD STIPEND	100.00
12/01/2022	92384	ROCCHI, STEVE	BOD STIPEND	100.00
12/01/2022	92385	AISPURO, MARCO	CLOTHING ALLOWANCE REIMBR	180.36
12/01/2022	92386	DAMON, DIRK	SOFTWARE APP REMIBR	19.00
12/01/2022	92387	VALENCIA, JUSTIN.	EXPENSE REIMBR	54.00
12/01/2022	92388	COMCAST	Acct# 8155 60 019 0233893	183.98
12/01/2022	92389	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	6,440.00
12/01/2022	92390	AT&T - CALNET	PHONE LINES	93.52
12/01/2022	92391	BOBCAT OF CHICO	BOBCAT REPAIR	133.69
12/01/2022	92392	CALF. WATER SERVICE	Acct 520857777 10/14/22-10/10/22	5,916.88
12/01/2022	92393	CITI CARDS	COSTCO STATEMENT 9398	3,908.29
12/01/2022	92394	COMCAST	Acct#8155600190189780 PHONE/INTERENT	499.31
12/01/2022	92395	DEL-MAR RENTAL & LANDSCAPE SUPPLY	SAND	160.74
12/01/2022	92396	ENTERPRISE-RECORD	CFD TAX ASSESSMENT PUBLIC HEARING	1,908.58
12/01/2022	92397	FEATHER RIVER AIRE	SUMMER HVAC SERVICE	2,574.00
12/01/2022	92398	FP MAILING SOLUTIONS	QTRLY POSTAGE MACHINE RENTAL	109.12
12/01/2022	92399	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	200.00
12/01/2022	92400	Industrial Power Products	MISC SUPPLIES	390.00
12/01/2022	92401	INSIDE OUT DESIGNS	UNIFORMS	1,491.60
12/01/2022	92402	Oroville Cable & Equipment	REPAIR BACKHOE HOSE	248.05
12/01/2022	92403	OROVILLE HOSPITAL	PREEMPLOYMENT SCREEN	267.50
12/01/2022	92404	P.G. & E.	7241369682-3 6/22/22-7/22/22	10,989.07
12/01/2022	92405	WAL-MART CAPITAL ONE	STATEMENT 638691	636.61
12/01/2022	92406-442	PAYROLL	PAYROLL ITEMS	29,512.45
12/01/2022	92443	CRABTREE, RICHARD	GM CONSULTING	5,950.00
12/15/2022	92444	AFLAC	JRF86 NOV22 PREMIUMS	1,765.38
12/15/2022	92445	BANKCARD CENTER	STATEMENT 6804	1,328.52
12/15/2022	92446	Anton, Victoria	VANDAISM/THEFT EMPLOYEE CAR REIMBR	1,000.00
12/15/2022	92447	BANKCARD CENTER	STATEMENT 4607	197.62
12/15/2022	92448	BETTER DEAL EXCHANGE	Acct#701960	384.24
12/15/2022	92449	CAPRI	5769 2 of 2 annual property liab preimums	49,287.50
12/15/2022	92450	CARTER LAW OFFICE	LEGAL	697.50
12/15/2022	92451	CINTAS	SAFETY FIRST AID SUPPLIES	149.69
12/15/2022	92452	Dan's Electrical Supply	LIGHTBULBS	273.41
12/15/2022	92453	DAWSON OIL COMPANY	FUEL	3,225.90
12/15/2022	92454	FASTENAL	MISC SUPPLIES	27.91
12/15/2022	92455	FORD MOTOR CREDIT COMPANY LLC	TRUCK PAYMENTS	2,144.26
12/15/2022	92456	FRUIT GROWERS LAB, INC	WATER TEST WELL	123.00
12/15/2022	92457	HOME DEPOT	HOME DEPOT STATEMENT	2,644.89
12/15/2022	92458	Lincoln Aquatics	POOL CHEMICALS	1,646.73
12/15/2022	92459	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	2,731.48
12/15/2022	92460	NORTH YUBA WATER DISTRICT	2695 FBT WATER	79.00
12/15/2022	92461	OROVILLE POWER EQUIPMENT	OIL	129.64
12/15/2022	92462	PACE SUPPLY	IRRIGATION	39.67
12/15/2022	92463	PELTZER, DEBORAH.	MILEAGE	73.00
12/15/2022	92464	RECOLOGY BUTTE COLUSA COUNTIES	Acct# 8100122153	1,874.96
12/15/2022	92465	RIEBES AUTO PARTS	TRUCK REPAIRS	250.52
12/15/2022	92466	SAL RODRIGUEZ LANDSCAPE LLC	CONTRACT LANDSCAPE	7,665.00
12/15/2022	92467	SCI Consulting Group	IMPACT FEE NEXUS STUDY	5,663.53
12/15/2022	92468	SHARP'S LOCKSMITHING	KEYS/LOCKS	667.54
12/15/2022	92469	Slakey Bros. - Chico	WRENCH IRRIGAITON	45.07
12/15/2022	92470	SOUTH FEATHER WATER & POWER	007771-000	56.84
12/15/2022	92471	SPECIALTIME EVENTS & RENTALS	XMAST PARTY TABLES	265.00
12/15/2022	92472	Staples	STAPLES STATEMENT 3721	165.27
12/15/2022	92473	Sunrise Environmental Scientific	JANITORIAL SUPPLIES	296.54
12/15/2022	92474	TODD, JANICE	REFUND YOUTH SPORTS	80.00
12/15/2022	92475	Tractor Supply Co.	TRACTOR SUPPLY STATEMENT	665.66
12/15/2022	92476	TWSD	4-112.01 WATER NELSON	864.40
12/15/2022	92477	WELLS FARGO VENDOR FINANCIAL, LLC	COPIER	187.23
12/15/2022	92478	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	1,641.73
12/15/2022	92479	BURLESON, HARRY	INSTRUCTOR FITNESS	390.00
12/15/2022	92480-524	PAYROLL	PAYROLL ITEMS	33,179.54

Date	Num	Name	Memo	Credit
12/29/2022	92525	PREMIER ACCESS	JAN22 1000548827	990.16
12/29/2022	92526	BLUE SHIELD OF CALIFORNIA	4004625 JAN22 PREMIUMS	9,317.89
12/29/2022	92527	HUMANA INSURANCE CO.	657103-001 jan22 premiums	81.20
12/29/2022	92528	AT&T - CALNET	PHONE LINES	96.39
12/29/2022	92529	CITI CARDS	COSTCO STATEMENT 9398	2,023.88
12/29/2022	92530	PELTZER, DEBORAH.	MILEAGE	74.15
12/29/2022	92531	RIEBES AUTO PARTS	TRUCK REPAIRS	100.05
12/29/2022	92532	WAL-MART CAPITAL ONE	STATEMENT 638691	144.29
12/29/2022	92533	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	550.00
12/29/2022	92534	COMCAST	Acct#8155600190189780 PHONE/INTERENT	499.31
12/29/2022	92535	Huntington's Sportsman's Store	CLOTHING ALLOWANCE	395.68
12/29/2022	92536	VINES, CHANDRA	VOLLEYBALL NET	126.30
12/29/2022	92537-577	PAYROLL	PAYROLL ITEMS	32,204.15
12/29/2022	92578	CRABTREE, RICHARD	DEC22 FINAL CONSUTLING	3,750.00
12/29/2022	92641	PAYROLL	PAYROLL ITEMS	589.44
TOTAL				<u>256,810.96</u>



RESOLUTION NO. 2006-23

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FEATHER RIVER RECREATION AND PARK DISTRICT AUTHORIZING THE DISTRICT GENERAL MANAGER AND ALL BOARD MEMBERS TO SIGN ALL DISTRICT CHECKS, ACH TRANSFERS AND CHECK REGISTERS

WHEREAS, the District has appointed Victoria Anton Teague to serve as its Interim General Manager; and

WHEREAS, Devin Thomas, Shannon DeLong, Scott Kent Fowler, Greg Passmore, and Clarence Sonny Brandt are all members of the Board of Directors of the Feather River Recreation and Park District; and

NOW THEREFORE, IT BE RESOLVED, that the Board of Directors of the Feather River Recreation and Park District hereby adopts Resolution 1897-19 authorizing the following individuals to sign any and all checks, ACH transfers, and check registers (two signatures required):

1. Victoria Anton Teague, General Manager
2. Devin Thomas, Director
3. Scott Kent Fowler, Director
4. Shannon DeLong, Director
5. Greg Passmore, Director
6. Clarence Sonny Brandt, Director

PASSED AND ADOPTED, at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 24th day of January 2023 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: _____

Shannon DeLong, Chairperson

Victoria Anton Teague, General Manager



STAFF REPORT

DATE: JANUARY, 24 2023

TO: FRRPD BOARD OF DIRECTORS

FROM: DEBORAH PELTZER, BUSINESS MANAGER

RE: ALLOCATION OF FUNDS REPAIR LIFT STATION PUMP ACT CENTER

SUMMARY

Request to allocation up to \$12,500 utilizing General Fund.

BACKGROUND

Requesting Board to allocate up \$12.5k to repair the Act Center Lift Station pump, which controls the sewage for the entire building.

BUDGETARY IMPACT

The lift station sewer pump at the Activity Center has been in need of replacement. The pump operates the sewer line lift station for the entire building.

Staff is requesting the allocation of funds to replace the pump immediately, avoiding toilets becoming non-operational and the station be manually emptied.

RECOMMENDATION

Approve the request allocation \$12.5k for the repair, please see attached 3 quotes. Staff will choose the company for the repair, and the board will be notified of the final cost at the next finance meeting.

Deny request, and continue having the sewer station emptied manually by a septic tank company



P.O. Box 6302
 Chico CA 95927
 Lic. #772565
 (530)674-0330

BILL TO

Feather River Recreation & Park District
 1875 Feather River Boulevard
 Oroville, CA 95965 USA

ESTIMATE 84108345	ESTIMATE DATE Jan 13, 2023
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JOB ADDRESS

Feather River Recreation & Park District
 1875 Feather River Boulevard
 Oroville, CA 95965 USA

Project: 84048514

TASK	DESCRIPTION	QTY	PRICE	TOTAL
SCBID	Septic Repair - BID: Provide and install to one horse grinder pumps with floats and weights approximately two each	1.00	\$11,085.71	\$11,085.71
P3349	Assistant to Job - Full Day: Full Day	1.00	\$596.40	\$596.40
P4210-1	Replace Plastic 2" Drain Line up to 3': Replace Plastic 2" Drain Line up to 3'	2.00	\$180.31	\$360.62
A5160	Limited Accessibility Charge - Minor: Plumbing access charge due to limited accessibility - Minor.	1.00	\$107.93	\$107.93

POTENTIAL SAVINGS	\$54.05
SUB-TOTAL	\$12,150.66
TAX	\$0.00
TOTAL	\$12,150.66

Thank you for trusting us with your home. We hope you've been pleased with our service. If you're not, please let us know. If you are, please tell your friends about us. We welcome your referrals.

CUSTOMER AUTHORIZATION

I hereby authorize the work described above for \$12,150.66 and agree to the terms and conditions as stated here and in the Terms and Conditions. I recognize that aged and deteriorated plumbing, fixtures, piping, and appurtenances may be no longer serviceable, and agree to hold Earl's Performance Plumbing blameless for any damage or destruction to those items as result of these conventional repair efforts. I agree to pay for all work, goods and services received, and hereby further authorize Earl's Performance Plumbing to bill any of my credit card(s) for the goods and/or services being provided, and I agree to perform the obligations set for in applicable card holder agreement with the credit card user. A service charge of 1-

1/2%(18% per annum) will be charged on all balances 30 days or more past due.

PROTECTION OF CUSTOMERS PROPERTY

Customer agrees to remove or protect any personal property, inside and out including, but not limited to carpets, rugs, shrubs and planting, and the company shall not be responsible for said terms. Nor shall company be held responsible for the natural consequences of companies work which may cause damage to improvements to real property including, but not limited to, curbs, sidewalks, walks, driveways, garages, patios, lawns, sprinkler systems, wallpaper, drywall, stucco, the cabinets and other appurtenances to the residence or other real property. Company shall not be held responsible for damages to personal property, real property, or any improvements to real property caused by persons delivering materials or equipment or keeping gates and doors closed for children or animals.

Sign here

Date

ABOUT YOUR SERVICE CALL

Dear Customer,

Thank you for calling Earl's Performance Plumbing for your plumbing and drain problems. Your business is appreciated, and we will do everything in our power to see that you are satisfied.

Efficient, dependable service requires far more than just a technician, a tool, and a part. To serve you well calls for a substantial investment of time, money, and equipment.

Unlike servicing a vehicle, we must travel to your door which involves truck mileage as well as technicians' travel time. Here are some items which contribute to superior service:

- An experienced customer service representative to receive calls and get the facts.
- A qualified dispatcher to relay calls to the nearest service technician and schedule stops for efficient operation.
- A parts department with a large working inventory of back up parts to eliminate costly delays.
- Trucks with a large working inventory of parts, plus expensive tools and test equipment for prompt repairs.

Our Service is guaranteed, and we would appreciate hearing your evaluation of our performance.

Best Regards,

Clinton Earl, owner.

Contractors are required by law to be licensed and regulated by the Contractors State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractors State License Board 9835 Goeth Rd. Sacramento, CA 95826, PO Box 26000, Sacramento, CA 95826. On work in the excess of \$500.00; you, as owner or tenant have the right to require the contractor to have a performance and payment bond. The cost of this bond will be paid by the purchaser and is not included in the contract.

NOTICE TO OWNER

Under the California Mechanics Lien Law any contractor, subcontractor, laborer, supplier or other person(s) who helps improve your property but is not paid for his/her work or supplies, has the right to enforce claims against your property. This means that after a court hearing, your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness. This can happen even if you have paid your contract in full if the subcontractors, laborers, or suppliers remain unpaid.

TERMS AND CONDITIONS

RESPONSIBILITIES OF CUSTOMER:

The customer represents that except as directed in the request for service, all plumbing, heating, and drain systems are in good repair and conditions and agrees to hold Earl's Performance Plumbing harmless for the discovery of defective conditions, including, but not limited to:

1. Improper or faulty plumbing
2. Rusted or defective pipes
3. Acids in the drain system
4. Lines that are settled or broken
5. Existing illegal conditions
6. Defective roofing
7. Improperly charged systems
8. Faulty air movement
9. Electrical defects

RESPONSIBILITIES OF COMPANY-CONDITIONS AND LIMITATIONS

Earl's Performance Plumbing shall do all work in a competent, workmanlike manner. Earl's Performance Plumbing is not responsible for any existing illegal conditions.

Limited Warranty

The company warrants its work to be free from defects in material and workmanship for the warranty period of one year(365 days) from completion unless otherwise stated in the invoice. Any rebuilds to existing materials to be warranted for 90 days. Drain line stoppages are warranted for a period of thirty (30) from completion unless otherwise stated on the invoice. All warranties are void if payment(s) are not made when due. Warranties extend only to the customer and are not transferable. If a defect in materials or workmanship covered by this warranty occurs, the company will, with reasonable promptness during normal work hours, remedy the defect, in no event shall the company be held liable for water or other damage caused by any delay in remedying a defect. Unusual operating conditions must be reported within five (5) working days. To obtain warranty performance notify the company of any defect or claim for breach at the address and telephone on the face hereof.

EXCLUSIONS AND LIMITATIONS

CUSTOMERS' RIGHT TO REPAIR AND REPLACEMENT ARE THE EXCLUSIVE REMEDIES AND COMPANIES SHALL NOT BE HELD LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM THE MATERIALS PROVIDED FOR IN THIS CONTRACT. THE COMPANY IS NOT RESPONSIBLE FOR THE FOLLOWING WHICH ARE EXCLUDED FROM THE COVERAGE OF THE LIMITED WARRANTY.

1. DEFECTIVE CONDITIONS LISTED UNDER THE ABOVE "RESPONSIBILITIES OF CUSTOMER".
2. WORK PERFORMED BY OR MATERIALS INSTALLED BY OTHERS NOT IN THIS AGREEMENT
3. DEFECTS AND FAILURES FROM MISTREATMENT OR NEGLECT.

This limited warranty is the only express warranty the company gives, implied warranties, including but not limited to warranties of merchantability and fitness for a particular purpose, are limited to a duration of 90 days from the date of completion.

PROTECTION OF CUSTOMER'S PROPERTY

The customer agrees to remove or protect any personal property, inside and out including, but not limited to carpets, rugs, shrubs, landscaping, and planting, and the company shall not be responsible for said terms. Nor shall the company be held responsible for the natural consequences of the company's work which may cause damage to improvements to real property including, but not limited to, curbs, sidewalks, walks, driveways, garages, patios, lawns, sprinkler systems, landscaping, wallpaper, drywall, stucco, the cabinets and other appurtenances to the residence or other real property. The Company shall not be held responsible for damages to personal property, real property, or any improvements to real property caused by persons delivering materials or equipment or keeping gates and doors closed for children or animals.

ENTIRE AGREEMENT

This is the entire agreement. The parties are not bound by an oral expression or representation by any agent purporting to act for, or in their behalf, or by any commitment, arrangement not set forth herein. The agreement binds jointly and severally all signing as customer, the heirs, representatives, successors, and assigns. The Company will provide will not provide an itemized breakdown of materials and labor for flat rate priced work. However, the Company will provide an itemized list of all materials used to perform the necessary repair upon request.

EXCEL PLUMBING COMPANY

68 CIRCLE DRIVE
 OROVILLE, CA 95966
 CA. LIC. #661067
 530 520 8800

Estimate

Date	Estimate #
1/17/2023	92113

Name / Address
FRRPD 1875 Feather River Blvd. Oroville, Ca. 95965 530-533-2011

Project

Description	Qty	Rate	Total
Remove and Replace 2 existing non functioning Sewer Pumps and 3 Float/Controls switches in vault with pumps and Install new piping as necessary from pumps to existing Sewer main at grade in front of Vault. Supply and Install new covers for lower Vault chambers that are missing. Install Sealing around upper Vault doors to prevent water from leaking into Upper Vault area.	1	9,287.00	9,287.00

Thank you for the opportunity to serve you.	Total	\$9,287.00
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January 18, 2023

Joe Velasquez
Feather River Recreation & Parks District
1875 Feather River Blvd.
Oroville, Ca 95965

Re: Activity Center Lift Station Rehab Quote

Simonds Machinery is pleased to offer the following quotation. Job would include 2-new ½-hp submersible pumps with a new basin cover, valves, float switches and all piping and miscellaneous electrical needed for installation. Pricing for materials and labor are as follows.

Materials including pumps, basin cover, floats etc.	\$6210.00
Labor to install	\$2600.00
Tax on materials	\$ 450.23
Estimated freight	<u>\$ 250.00</u>
Total	\$9510.23

Should you have any questions regarding this quotation please call Kurt at 650 589-9900.

Best regards

Kurt Hipp



DECEMBER 2022 DEPARTMENT UPDATES

Parks & Maintenance Department Update

Joe Velasquez – Park Supervisor

Completed Tasks/Projects

See Attached: Report from MaintainX app.

Additional Information:

Disc golf course cleanup was a success. We had a great turn out and the community is very happy. We used some of our left-over wood chips that were donated for Forbestown and placed them throughout course. The course has never looked so good. Have a lot of interest to have larger tournaments in the future.

We replaced the gym floor. Installed all the brackets that were left out the last time it was repaired. The gymnastics community is very happy, and the kiddos are much safer without all the dead spots in the floor.

We had no damage from the storms over the past month. Many limbs from trees but other than that, all good.

We had a lot of rain over the past month, so we were unable to get mowing and other landscaping done. Now that it has passed, we will catch up on all of the mowing, weed eating, and spraying.

Upcoming/Ongoing Projects:

- Spray Riverbend Soccer Fields
- Brush clearing in Riverbend South

Childcare Services

Estela Valencia – Director of Children’s Services

Preschool Enrollment: 22 Preschool

Recently completed events/projects:

Our preschool families enjoyed a Christmas craft night. Santa made a special stop here and was greeted by our fun carolers. Parents enjoyed a night of cookie decorating and crafts.

Current events/project: Currently reviewing children’s files and immunization records as they need to be submitted to the state by January 30, 2023.

Staff is completing trainings in Trauma Informed care and other important child development topics. Our staff is required to complete 16 hours of professional development by the end of May, as they are participating in the Steps to Quality Program.

Upcoming events/projects:

Friendship theme party will be on 2/14.

Administration, Events & Marketing

Victoria Anton Teague – Executive Administrator

Current/Ongoing Projects:

- Project Management:
 - Master Plan Update: Reviewing Draft/Collecting Feedback from Board and Staff
 - CFD Public Hearing & Election: Feather River Ranch Development
 - Brad Freeman Trail Extension: Researching Grant/Additional Funding Opportunities
- Employee Recruitment: Marketing Specialist
- Events & Marketing:
 - 2023 Wildflower & Nature Festival: <https://www.frrpd.com/wildflower-nature-festival>