



FEATHER RIVER RECREATION & PARK DISTRICT  
Regular Board Meeting  
June 28, 2022

ACTIVITY CENTER  
1875 Feather River Blvd.  
Oroville, CA 95965

**AGENDA** **Closed Session 5:30 PM/Open Session Immediately Following**

**This meeting will be available in-person at the Activity Center, with a call-in option.**

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

*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.*

**PUBLIC HEARINGS** (Appendix A)

- 1. Public Hearing: 2022-23 Fiscal Year Budget (no action)**  
*Final Fiscal Year Budget adoption scheduled for July 26<sup>th</sup>.*
- 2. Public Hearing: 2022-23 Engineers Report (no action)**  
*Final Engineers Report adoption scheduled for July 26<sup>th</sup>.*

**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. May 24, 2022 Regular Board Meeting Minutes (Appendix B)**

**2. May 2022 Financials (Appendix C)**

Consent Agenda Motion:

Vote:

**ACTION ITEM(S)**

**1. Resolution No. 1991-22: A Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering the Continuation of Assessment for Fiscal Year 2022-23 for the Park Maintenance and Recreation Improvement District of the Feather River Recreation and Park District (Appendix D)**

Engineer's Report Provided by SCI Consulting

Motion:

Vote:

**2. Resolution No. 1992-22: A Resolution of The Feather River Recreation and Park District Board of Directors Adopting the 2022-23 Appropriations Limitations (Appendix E)**

Motion:

Vote:

**3. Turf Maintenance Services (Appendix F)**

Motion:

Vote:

**4. Riverbend Bears and Boulder Climbing Play Area Renovations (Appendix G)**

Motion:

Vote:

**DIRECTOR & COMMITTEE REPORTS, MANAGER & STAFF REPORTS (Appendix H)**

**CORRESPONDENCE**

**UNFINISHED BUSINESS**

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

1. July: Regular Board meeting: Adopt final budget

**ADJOURNMENT**



## STAFF REPORT

**DATE: JUNE 28, 2022**

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

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: FRRPD 2022-23 FISCAL YEAR BUDGET PUBLIC HEARING MEETING**

### BUDGET PAYROLL CHANGES SINCE MAY BOARD MEETING

5/18/22 Per GM add Full time Rec Coordinator position and remove 1 of 3 full time positions in preschool, total 18 full time positions. In the 2022-23 fiscal year, the Recreation Department will supervise and run the camp programming.

6/9/22: Per GM add a Full time Teacher position to the Preschool Department. Keeping the Full Time Rec Coordinator position. Total full-time staff 19 positions in attached budget. Additional expense since May budget presentation \$25k

### SUMMARY

Annually, per Board Policy and Procedures, the Feather River Recreation and Park District hosts a budget workshop in April for the upcoming fiscal year. Two workshops were scheduled May 2022 and board gave consensus/direction to move forward with requests listed below.

The budget workshop in May, staff presented two budget scenarios: FRRPD continuing to own/operate the Activity Center, while operating 'as is' with little changes from previous ten years operations. A downsized budget is included for information and reference only. When the Activity Center is sold, the budget will require Board approval to modify.

Neither budget presented address the labor shortage issue, but the downsized budget does require less staffing. FRRPD, similar to many agencies, is struggling to recruit, hire and retain employees. Solutions such as downsizing the District, focus programming toward event based recreation and primarily offer park based, programming (10k runs, skateboard/tennis tournaments, youth and adult sports) could serve the District very well going forward. Another solution could be redirecting monetary resources toward contracting vendors for daily maintenance such as landscaping and pool maintenance. Outsourcing some of the daily maintenance could ease the burden on the already short staffed maintenance department and change its emphasis to deferred maintenance projects. Major park improvements allows outside agencies such as Little League, Oroville Youth Soccer, and Rhinos the opportunity to provide excellent recreation programs to the community.



### **PURCHASES/CHANGES TO THE BUDGET: STAFF REQUESTED BOARD CONSENSUS/DIRECTION AT WORKSHOP MEETINGS:**

To continue with the budget process both accurately and efficiently, staff will request Board consensus on a few items presented today. This board direction will allow staff/board clear communication, and the presentation of accurate and transparent reports at preliminary budget meeting in May:

1. Add two full time positions: Act Center add a second full time customer service and maintenance add another full time Maint position
2. Board agreement to increase pay-scale step 1
3. Board agreement: full time annual increase 3%
4. Health benefit employer contribution increase or no increase
5. Support Tax Revenue BAD 4.24% increase, budget includes addtl \$9k

### **BUDGET OVERVIEW & BUDGET BY DEPARTMENTS**

#### **SUMMARY: CHANGES TO REVENUE**

- **4100 Tax Revenue:** General Tax revenue is based on property values in the District's boundaries. Staff is anticipating a positive increase due to increase property sales and home values, and increased property building of homes within the District boundaries.
- **4150 BAD Tax Revenue:** Staff is requesting both Board and BAD committee to accept annual max increase. Estimated 4.24% increase is approximately \$9k annual increase spent only in the parks on maintenance. The District heavily relies on this assessment- spending the tax revenue appropriately- and it is imperative this assessment not only stays in place but the increase is approved.

Current BAD rate per household: Zone A \$15.80/Zone B \$7.90 Total Annual Assessment \$308,508

CPI max increase 4.24% per household: Zone A \$16.26/Zone B \$8.13 Total Annual Assessment \$317,494 (

- **4300 Program Revenue:** Programming is budgeted lower than the District can and should be generating to maintain an Activity Center of this size. Recreation and Childcare budgets were submitted with no major changes to programming. Slight change to events in parks has been included in budget. Exec Administor presented budget includes added events in the parks, and reflects active donation seeking within the community to provide low cost/free events to the public.

**\*\*\* Board CONSENSUS RECEIVED TO MOVE FORWARD WITH BAD estimated max 4.24% increase in budget**



## PAYROLL

### Changes to Payroll:

- Minimum wage increase to \$15.50 hourly staff/\$31 hour salary staff effective January 1<sup>st</sup> 2023
- Pay-scale reflects 3% pay increase for full time staff and .25 cent increase for part time staff (if earning more than step 1)
- Changing budget from 16 full time positions to 19 full time positions:  
Adding additional full time front desk position (total 2 full time positions), adding additional full-time Maintenance I (total 8 full positions)
- no increase health benefit Employer Contribution currently \$850 per month per employee, see details below
- Add 1 full time Rec Coordinator: Camp will be moved from Preschool to Recreation. Hire Rec Coordinator and do not fill vacant position in Preschool as of August 2022 (Asst Director Position). **6/19/22 per GM, add Full time Teacher position and keep Full time Rec Coordinator TOTAL 19 FULL TIME POSITIONS**
- CalPERS employer rates for 2022-23: Classic 10.32% and PEPRA 7.470% combined slight decrease, less than 1%
- CalPERS unfunded liability annual payment \$81k, increase \$12k
- Step one step scale changes. Several positions have an increased step one, starting pay. See attached document for details.

### Changes to staffing levels presented in budget:

#### **FULL-TIME POSITIONS**

Request: Currently District is operating with 16 budgeted full time positions. Continued operation of the Act Center requires additional full time front desk position. And staff is requesting an additional full time maintenance position, total eight full time maintenance positions.

#### CHANGES SINCE MAY BOARD MEETING:

6/9/22: Per GM add a Full time Teacher position to the Preschool Department. Keeping the Full Time Rec Coordinator position. Total full time staff 19 positions.

5/18/22 Per GM add Full time Rec Coordinator position and remove 1 of 3 full time positions in preschool. In the 2022-23 fiscal year, the Recreation Department will supervisor and run the camp programming. Total full time staff 18 positions.



**HEALTH INSURANCE RATES** Based on 18 Full-time staff (adding two positions FT Front Desk and Maintenance). District contribution health insurance: \$850 per month per employee and budget reflects no increase. Total budget estimated all employees will use 100% of monthly contribution.

\$850 per month: annual cost \$142,800 current budget reflects

\$900 per month: annual cost \$151,800 addtl \$9k to budget

\$950 per month: annual cost \$159,600 addtl \$16.8k to budget

**\*\* Board consensus received: Pay-scales acceptable**

**\*\* Board consensus received: Adding two full time positions to budget**

**\*\* Board direction received: amount of FRRPD Health contribution \$850/mo.**

### **RESERVES**

Ideally the District would build a General Reserve large enough to cover three months of projected operating costs. District policy recommends committing 1% of Program Revenue annually to reserves. Current reserve total is \$303k at the county treasury.

Staff recommendation:

- Transfer \$30k to General Fund for 2022-23 election expense.
- Add \$10k to General reserves (per board policy, 1% Program revenue)
- Transfer \$30k to General Fund Equipment Reserve, purchase a backhoe

<b>Total Reserve Balance as of 7/1/21</b>	<b>Change to reserve 7/1/22 Reserve Provision</b>	<b>Total Reserve Balance 7/1/22 f/year: 2022-23</b>
Imprest/Petty Cash 1,000		1,000
Elections 40,000	-30,000	10,000
General 257,494	8,000	265,494
Equipment 30,000	-30,000	0
General restricted 20,000		20,000
<b>348,494</b>	<b>-52,000</b>	<b>296,494</b>

**\*\* Board consensus received: Approve above reserve balance, allocated \$30k for election expense and \$30k for equipment purchase. If funds are not used for allocated purchases, funds will be transferred back to reserves during 2024 budget.**

**ORGANIZATIONAL STRUCTURE**

Annually the District adopts an Organizational Structure chart that is in compliance with current job descriptions. No changes to Org Chart positions per GM.

**PARK AND FACILITY GOALS/ANNUAL STRATEGIC PLAN:**

The General Manager will schedule the Annual Goals Workshop to create goals and strategic plan per Board Policy and Procedures.

End of staff report

Thank you for your time

Feather River Recreation & Park District

BUDGET  
OVERALL BUDGET COMPARED TO PREV YEARS

Ordinary Income/Expense

Income

	ACTUAL 2020-21	PROJECTION 2021-22	Open Act Center BUDGET 2022-2023	Downsized BUDGET 2022-2023
4100 · Tax Revenue	1,943,133	2,000,000	2,200,000	2,200,000
4150 · Tax Revenue (BAD)	292,283	306,000	317,500	317,500
4300 · Program Income	468,315	590,000	816,300	146,000
4400 · Donation & Fundraising Income	6,812	17,000	6,000	6,000
4600 · Other Income	5,097	1,500	20,000	0
4900 · Interest Income	20,466	6,000	10,000	10,000
4905 · Interest Income - BAD	2,203	500	0	0
<b>Total Income</b>	<b>2,738,309</b>	<b>2,921,000</b>	<b>3,369,800</b>	<b>2,679,500</b>

Gross Profit

Expense

5000 · Payroll Expenses	1,194,437	1,465,000	1,924,500	1,145,500	5/19/22 per GM: add Fulltime Recoordinator, remove 1 Fulltime Preschool position. 6/9/22 per GM: keep FT Rec Coord and add FT Teacher Preschool. Changes since May Board Meeting: total 18 full time positions changed to total 19 positions
5031 · GASB 68 Benefit Expense	56,394	68,000	81,800	81,800	
5033 · GASB Annual Audit Adj	81,636	0	0	0	
5100 · Advertising & Promotion	1,196	2,000	5,000	2,500	
5120 · Bank Fees	7,099	5,500	8,000	4,000	
5130 · Charitable Contributions	24	0	0	0	
5140 · Copying & Printing	8,707	8,000	9,000	6,000	
5155 · Employment New Hire Screen	527	1,500	2,500	1,300	
5160 · Dues, Mbrshps & Subscriptions	7,676	10,000	11,000	6,000	
5170 · Education & Development	1,605	2,000	5,000	4,500	
5175 · Equipment Rental	3,391	5,000	4,000	4,000	
5180 · Equipment, Tools & Furn (<\$5k)	30,603	50,000	56,000	28,000	\$6k operating, Program youth sports \$6.5k, Gym \$5k, Computer Hardware \$5k, Software \$20k, Maintenance \$8.5k
5200 · Insurance	118,557	160,500	116,000	85,000	
5210 · Interest Expense - Operating	2,521	1,600	3,500	3,500	
5225 · Postage & Delivery	1,166	600	1,000	500	
5230 · Professional & Outside Svcs	141,507	165,000	180,000	135,000	Accounting \$25k, Instructors/Concerts \$7k, Legal \$10k, Janitorial Services \$80k, BAD Eng Report \$16k, Election \$30k, Board Stipends \$12k
5260 · Repairs & Maintenance	205,611	225,000	225,000	200,000	Building \$25k, Tools/Supplies \$20k, Grounds \$60k, Janitorial Supplies \$15k, Vandalism \$20k, Vehicle repair \$10k, Aquatics \$40k, Outside Contractor \$35k
5270 · Security	7,258	13,000	20,000	20,000	
5280 · Supplies - Consumable	22,143	40,000	52,500	35,000	Staff Clothing/Appreciation \$5k, Office supplies \$3k, Program food \$3k, Prog Supplies \$35.5k, Site/Safety/Volunteer Supplies \$6k
5290 · Taxes, Lic., Notices & Permits	6,179	7,000	7,000	7,000	
5300 · Telephone/Internet	13,474	15,000	18,000	10,000	
5310 · Fuel, Travel and Meals	20,347	30,000	39,000	34,000	
5320 · Utilities	304,000	315,000	385,000	327,500	Electric \$150k, Garbage \$30k, Gas \$10k, Sewer \$5k, Water \$190k
7000 · Debt Interest	93,946	86,500	77,000	2,100	
<b>Total Expense</b>	<b>2,330,004</b>	<b>2,676,200</b>	<b>3,230,800</b>	<b>2,143,200</b>	

Net Profit/Loss

Non Cash Expense				
5150 · Depreciation	752,000	800,000	850,000	700,000

Fixed Assets/Loan Payments/ Out of Ordinary Expenses

Cash balance carry over- after operating expense		273,350	139,000	536,300
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Projects to be completed and paid June 2022 Per GM Projects below on May agenda for board approval and to be completed/paid June 2022, will not carry over to 2023 budget

Nelson Field Lights	175,000
Restore Bear Statues and Rock Climb Riverbend	18,000
AC Units Gymnastics	8,700
Palermo Pool Repair Leak	10,000
AC parking lot repair Emergency repair sink hole	5,000
Nelson Pool allocation balance to be paid	400,000
<b>Total Fixed Assets June 2022 spending</b>	<b>616,700</b>

Board approving AC Budget for information only

Open Act Center  
BUDGET  
2022-2023

Downsized  
BUDGET  
2022-2023



Feather River Recreation & Park District

BUDGET  
OVERALL BUDGET COMPARED TO PREV YEARS

	ACTUAL 2020-21	PROJECTION 2021-22	Board approving AC Budget for information only	
			Open Act Center BUDGET 2022-2023	Downsized BUDGET 2022-2023
<b>Act Center Annual Loan Payment</b>		253,000	262,000	29,000
<b>Admin Office relocate expense</b>				100,000
<b>Equipment Fixed Asset Purchases</b>				
Lease: Truck estimated total \$50k		9,200		
Monthly Lease truck payment estimate new truck and current payment (interest is in operating budget)			25,000	25,000
Backhoe			50,000	50,000
Chipper			20,000	20,000
Misc contingency unknown equipment purchase			10,000	10,000
<b>Total Equipment Fixed Asset Purchases:</b>		<b>9,200</b>	<b>105,000</b>	<b>105,000</b>
<b>Act Center immediate improvements</b>				
Plumbing repairs sewer lines			20,000	
Acoustic sound proof Small Gym			35,000	
Misc contingency: unknown AC need (HVAC, electrical)			20,000	
<b>Total AC capitol improvements</b>			<b>75,000</b>	<b>0</b>
<b>Immediate Needs Park Capital improvements</b>				
Skatepark			25,000	25,000
Bedrock Tennis Lights			10,000	10,000
MLK Parking Lot			80,000	80,000
Palermo ADA parking			35,000	35,000
<b>Total capital improvements</b>			<b>150,000</b>	<b>150,000</b>
<b>Cash Balance Operating Expense/Fixed Assets</b>			<b>(453,000)</b>	<b>252,300</b>
<b>Annual cash out (subsidized by other funds not in budget: Impact, Covid relief, Insurance Proceeds, Reserves)</b>		<b>(605,550)</b>	<b>(453,000)</b>	<b>107,300</b>
<b>Funds to be allocated:</b>		<b>(605,550)</b>	<b>(453,000)</b>	
Prop 68 per capita (not received May22) balance \$167k		-	167,000	
Loan Project Fund (allocated to Nelson Pool) \$187k		187,000		
Board approved Nelson pool allocation balance gl 1010.5 \$216k		216,000		
Covid Relief Funds Special District \$278k		189,850	85,000	
Riverbend Insurance Admin Fund gl 1010.3 \$16k		16,000		
General Fund available funds \$200k		-	187,000	
<b>TOTAL FUNDS UTILIZED (100% spent, balance zero)</b>		<b>608,850</b>	<b>439,000</b>	
<b>Capital Improvements if Act Center not subsidized</b>				
Dry Rot and Paint repairs all parks				20,000
Fencing repairs Nelson/Nolan				20,000
Feather River Trail Overlook repairs				30,000
Nelson softball field backstops				10,000
Nelson bleacher and shade				30,000
Nolan fields/bleachers/shade				35,000
				<b>145,000</b>
<b>Funds subsidizing Act Center redirected:</b>				
<b>Skatepark concrete, pickle ball courts, deferred Maintenance</b>				<b>500,000</b>

Immediate Attention Projects Fixed Assets/Loan Payments Fiscal Year 2022 - 2023 Preliminary Budget For 2/22/2022 Board Meeting			Cash out Loans/Fixed Assets	2023 Fiscal Year Estimated Profit	General Fund	Gen.Fund Riverbend Admin	Riverbend Insurance Fund	Impact Fee Parkland Fund (Current)	Impact Fee Public Fund (Current)	Impact Fee Aquatics	Loan Project Fund (allocation changed Nelson Pool from Loan to Per Capita)
	PER GM complete date		\$ 139,000	\$ 1,400,000	\$ 16,000	\$ 302,000	\$ 725,000	\$ 120,000	\$ 85,000	\$ 189,000	
Umpqua Loans		\$ 253,070	\$ (139,000)	\$ (114,070)							
Truck Loans		\$ 9,135		\$ (9,135)							
Act Center Gym Portable AC Units	June 2022	\$ 8,700		\$ (8,700)							
Bedrock Skate and Bike Park - Remodel Plan	June 2022	\$ 5,000		\$ (5,000)							
Nelson Field Lights	June 2022	\$ 175,000		\$ (175,000)							
Palermo - Small Pool Repairs	June 2022	\$ 10,000		\$ (10,000)							
Riverbend Park - Bears and Boulder Play Remodel	June 2022	\$ 18,000				\$ (18,000)					
Nelson Pool (Loan Fund changed to Per Capita)	June 2022	\$ 475,000		\$ (286,000)							\$ (189,000)
Act Center Small Gym Acoustics	2022-23	\$ 25,000		\$ (25,000)							
Act Center Sewage Pump	2022-23	\$ 10,000		\$ (10,000)							
Bedrock Skate and Bike Park - Repair Ramps	2022-23	\$ 25,000		\$ (9,000)	\$ (16,000)						
Bedrock Tennis Courts - Security Lights	2022-23	\$ 10,000					\$ (10,000)				
Equipment Maintenance Dept (loan)	2022-23	\$ 105,000		\$ (105,000)							
Martin Luther King Jr. Park - Parking Lot Repair	2022-23	\$ 80,000				\$ (80,000)					
Palermo - ADA Parking and Playground Ramps	2022-23	\$ 35,000						\$ (35,000)	\$ -		
Dry Rot and Paint Repairs - most parks	NO AC to be active project	\$ 10,000		\$ (10,000)							
Feather River Trail Overlook Repairs w/ City	NO AC to be active project	\$ 30,000				\$ (30,000)					
Nelson backstops	NO AC to be active project	\$ 5,000		\$ (5,000)							
Nelson bleacher and shade	NO AC to be active project	\$ 20,000		\$ (10,000)			\$ (10,000)				
Nolan fields/bleacher/shade	NO AC to be active project	\$ 20,000		\$ (10,000)			\$ (10,000)				
<b>Total Fixed Assets/Loans:</b>		\$ 1,328,905	\$ -	\$ 608,095	\$ -	\$ 174,000	\$ 695,000	\$ 85,000	\$ 85,000	\$ -	

**Impact Fees - Considerations from Dec 2021 Park Committee Meeting:**

**Kiosks at Riverbend Park - Trails and Disc Golf	\$ 30,000
**Picnic Tables at Bangor Community Park	\$ 20,000
**Berry Creek Park – grant match or add to school district fund	\$ 150,000
**Bedrock Skate and Bike Park – create new concrete park in place of wood ramp areas	\$ 500,000
Pickleball Renovation at Bedrock Tennis Courts	\$ 75,000
Nelson Pool	\$ 250,000
Water Play Area – Riverbend Park or Play Town	\$ 1,000,000
Riverbend Park – South Park Trails	\$ 750,000
<b>** Staff Recommended Projects Total \$700k</b>	

**FRRPD Full Time Pay Scale**  
**2022-2023 f/year**  
 July - December  
 3% Step Scale

Job Title	3%									
	Step 1	Step 2	Step 3	Step 4	Step 5	Merit 1	Merit 2	Merit 3	Merit 4	Merit 5
General Manager	contract									
Executive Administrator	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Business Manager	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Customer Service FT	\$ 15.00	\$ 15.45	\$ 15.91	\$ 16.39	\$ 16.88	\$ 17.39	\$ 17.91	\$ 18.45	\$ 19.00	\$ 19.57
Recreation Supervisor	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Recreation Coordinator	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Director of Children Services	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Assistant Director-Children Services	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Preschool Teacher FT	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Park Supervisor	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Maintenance Worker III	\$ 21.00	\$ 21.63	\$ 22.28	\$ 22.95	\$ 23.64	\$ 24.34	\$ 25.08	\$ 25.83	\$ 26.60	\$ 27.40
Maintenance Worker II	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Maintenance Worker I	\$ 16.00	\$ 16.48	\$ 16.97	\$ 17.48	\$ 18.01	\$ 18.55	\$ 19.10	\$ 19.68	\$ 20.27	\$ 20.88

**FRRPD Full Time Pay Scale**  
 January - June  
 3% Step Scale January-June

Job Title	3%									
	Step 1	Step 2	Step 3	Step 4	Step 5	Merit 1	Merit 2	Merit 3	Merit 4	Merit 5
General Manager	contract									
Executive Administrator	\$ 31.00	\$ 31.93	\$ 32.89	\$ 33.87	\$ 34.89	\$ 35.94	\$ 37.02	\$ 38.13	\$ 39.27	\$ 40.45
Business Manager	\$ 31.00	\$ 31.93	\$ 32.89	\$ 33.87	\$ 34.89	\$ 35.94	\$ 37.02	\$ 38.13	\$ 39.27	\$ 40.45
Customer Service FT	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Recreation Supervisor	\$ 31.00	\$ 31.93	\$ 32.89	\$ 33.87	\$ 34.89	\$ 35.94	\$ 37.02	\$ 38.13	\$ 39.27	\$ 40.45
Recreation Coordinator	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Director of Children Services	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78	\$ 35.82	\$ 36.90	\$ 38.00	\$ 39.14
Assistant Director-Children Services	\$ 18.00	\$ 18.54	\$ 19.10	\$ 19.67	\$ 20.26	\$ 20.87	\$ 21.49	\$ 22.14	\$ 22.80	\$ 23.49
Preschool Teacher FT	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18
Park Supervisor	\$ 31.00	\$ 31.93	\$ 32.89	\$ 33.87	\$ 34.89	\$ 35.94	\$ 37.02	\$ 38.13	\$ 39.27	\$ 40.45
Maintenance Worker III	\$ 22.00	\$ 22.66	\$ 23.34	\$ 24.04	\$ 24.76	\$ 25.50	\$ 26.27	\$ 27.06	\$ 27.87	\$ 28.71
Maintenance Worker II	\$ 19.00	\$ 19.57	\$ 20.16	\$ 20.76	\$ 21.38	\$ 22.03	\$ 22.69	\$ 23.37	\$ 24.07	\$ 24.79
Maintenance Worker I	\$ 17.00	\$ 17.51	\$ 18.04	\$ 18.58	\$ 19.13	\$ 19.71	\$ 20.30	\$ 20.91	\$ 21.54	\$ 22.18

Proposed changes full-time positions:	Change Step 1 as	
	Current	1/1/22 change
Customer Service FT	\$ 15.00	\$ 17.00
Assistant Director-Children Services	\$ 17.00	\$ 18.00
Preschool Teacher FT	\$ 15.50	\$ 17.00
Recreation Coordination	\$ 17.00	\$ 18.00
All salaried positions double min wage	\$ 30.00	\$ 31.00
Maintenance Worker III	\$ 21.00	\$ 22.00
Maintenance Worker II	\$ 18.00	\$ 19.00
Maintenance Worker I	\$ 15.00	\$ 17.00

Board requested change to review

Main I	\$ 16	\$ 17	\$ 20
Main II	\$ 18	\$ 19	\$ 22
Main III	\$ 21	\$ 22	\$ 25

**total frrpd cost 7 ft hourly maint annual cost \$435k \$448k \$490k**

1 employee step 1 (new hire example)	\$ 51,800	\$ 54,365	\$ 62,100	maint i
	\$ 57,000	\$ 59,500	\$ 67,225	maint ii
	\$ 64,650	\$ 67,225	\$ 75,000	maint iii

**Exampe of increase: 3 employees step 1 \$173,450 \$181,090 \$ 204,325**

2022-2023  
fiscal year

FRRPD Part Time Pay Scale  
July - December

Part-time Pay Scale (total 21 Step Scale)

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Customer Relations Specialist	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Accounting Clerk	\$ 20.00	\$ 20.25	\$ 20.50	\$ 20.75	\$ 21.00	\$ 21.25	\$ 21.50	\$ 21.75
Marketing Specialist	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Recreation Program Specialist	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Recreation Leader III	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00
Recreation Leader II	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Youth Sports Official	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Adult Basketball Referre- per game	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75	\$ 26.00	\$ 26.25	\$ 26.50	\$ 26.75
Adult Softball Official- per game	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75	\$ 26.00	\$ 26.25	\$ 26.50	\$ 26.75
Adult Soccer Assistant Official- per game	\$ 24.00	\$ 24.25	\$ 24.50	\$ 24.75	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75
Adult Soccer Center Official- per game	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75	\$ 26.00	\$ 26.25	\$ 26.50	\$ 26.75
Facility Attendant	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Pool Manager	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75	\$ 19.00	\$ 19.25	\$ 19.50	\$ 19.75
Head LifeGuard	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Lifeguard	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Custodian	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Utility Worker I	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Seasonal Parttime Utility Worker I	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Preschool Cook	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Head Teacher	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50
Preschool Teacher	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Preschool Teacher Aide	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Gymnastics/Cheer Rec. Coach I	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Gymnastics/Cheer: Rec Coach II	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00
Gymnastics/Cheer: Rec Coach III	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Gymnastics/Cheer: Team Coach I	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Gymnastics/Cheer: Team Coach II	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25
Gymnastics/Cheer: Team Coach III	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Gymnastics/Cheer: Head Coach	\$ 20.00	\$ 20.25	\$ 20.50	\$ 20.75	\$ 21.00	\$ 21.25	\$ 21.50	\$ 21.75

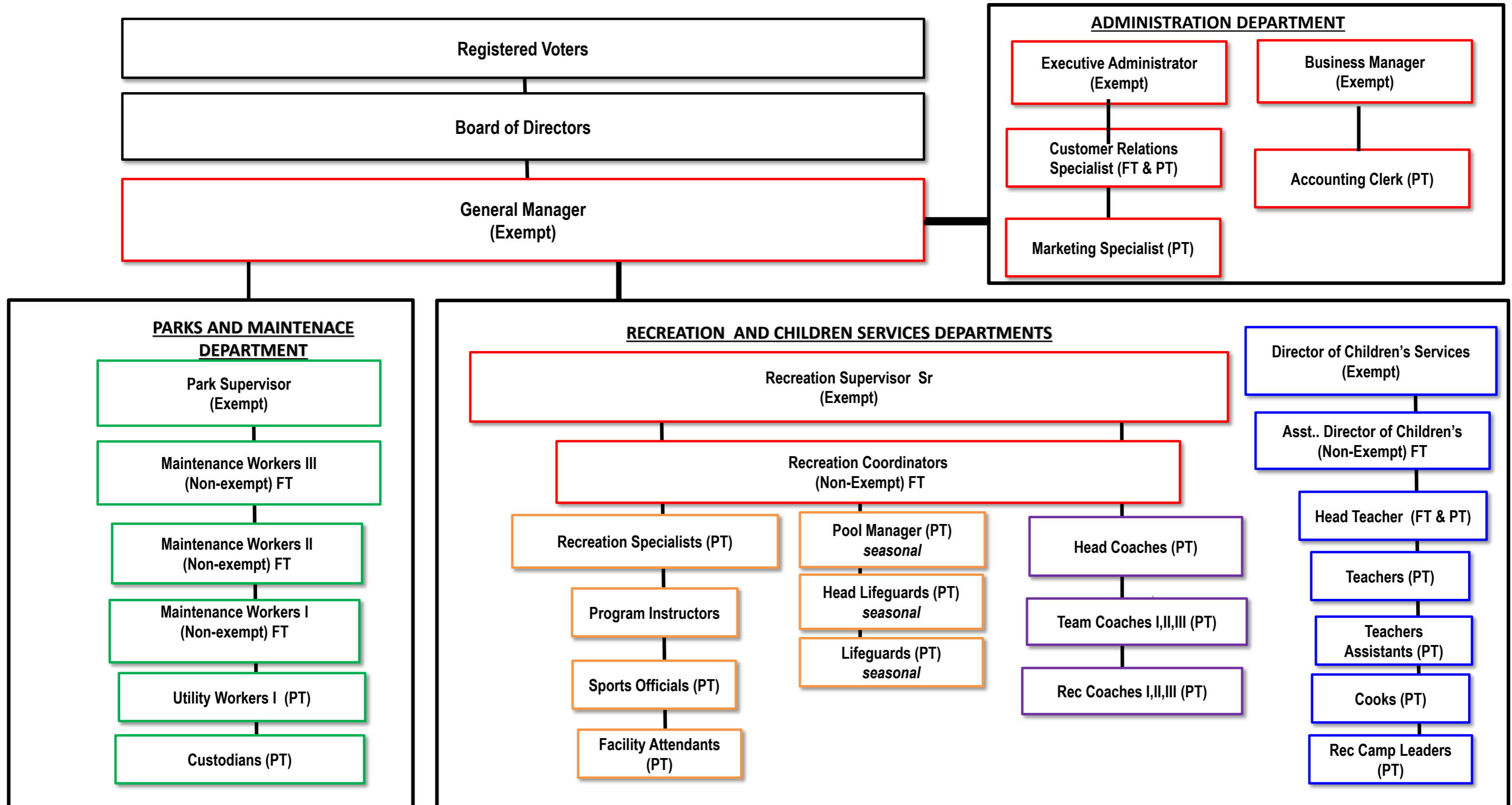
FRRPD Part Time Pay Scale

January - June  
Part-time Pay Scale

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Customer Relations Specialist	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Accounting Clerk	\$ 20.00	\$ 20.25	\$ 20.50	\$ 20.75	\$ 21.00	\$ 21.25	\$ 21.50	\$ 21.75
Marketing Specialist	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Recreation Program Specialist	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Recreation Leader III	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50
Recreation Leader II	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Youth Sports Official	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Adult Basketball Referre- per game	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75	\$ 26.00	\$ 26.25	\$ 26.50	\$ 26.75
Adult Softball Official- per game	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75	\$ 26.00	\$ 26.25	\$ 26.50	\$ 26.75
Adult Soccer Assistant Official- per game	\$ 24.00	\$ 24.25	\$ 24.50	\$ 24.75	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75
Adult Soccer Center Official- per game	\$ 25.00	\$ 25.25	\$ 25.50	\$ 25.75	\$ 26.00	\$ 26.25	\$ 26.50	\$ 26.75
Facility Attendant	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Pool Manager	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75	\$ 19.00	\$ 19.25	\$ 19.50	\$ 19.75
Head LifeGuard	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Lifeguard	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Custodian	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Utility Worker I	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Seasonal Parttime Utility Worker I	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Preschool Cook	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Head Teacher	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Preschool Teacher	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25
Preschool Teacher Aide	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Gymnastics/Cheer Rec. Coach I	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25
Gymnastics/Cheer: Rec Coach II	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50
Gymnastics/Cheer: Rec Coach III	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Gymnastics/Cheer: Team Coach I	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00
Gymnastics/Cheer: Team Coach II	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25
Gymnastics/Cheer: Team Coach III	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Gymnastics/Cheer: Head Coach	\$ 20.00	\$ 20.25	\$ 20.50	\$ 20.75	\$ 21.00	\$ 21.25	\$ 21.50	\$ 21.75

Proposed changes part-time postions:	2021-22	Change Step 1 as of 7/1/22	1/1/22 Change
PT Customer Relations Specialist	\$ 15.00	\$ 16.00	
Accounting Clerk	\$ 17.00	\$ 20.00	
Pool Manager	\$ 15.50	\$ 18.00	
Head Lifeguard	\$ 15.25	\$ 17.00	
Lifeguard	\$ 15.00	\$ 16.00	
Custodian	\$ 15.00	\$ 16.00	
Utility Worker I (seasonal and perm)	\$ 15.00	\$ 16.00	
Facility Attendant	\$ 15.00		\$ 15.50
Head Teacher	\$ 15.75		\$ 17.00
Preschool Teacher	\$ 15.50		\$ 16.50
Preschool Teacher Aid	\$ 15.00		\$ 16.00
Recreation Leader III	\$ 15.25		\$ 15.75
Recreation Leader II	\$ 15.00		\$ 15.50
Youth Sports Official	\$ 15.00		\$ 15.50
Preschool Cook	\$ 15.00		\$ 15.50
Gymnastics/Cheer Rec. Coach I	\$ 15.00		\$ 15.50
Gymnastics/Cheer: Rec Coach II	\$ 15.25		\$ 15.75
Gymnastics/Cheer: Rec Coach III	\$ 15.50		\$ 16.00
Gymnastics/Cheer: Team Coach I	\$ 16.00		\$ 16.25

# Feather River Recreation & Park District Organizational Structure





**FEATHER RIVER RECREATION AND PARK DISTRICT**  
**PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT**

**ENGINEER'S REPORT**

FISCAL YEAR 2022-23

JUNE 2022

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

ENGINEER OF WORK:

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## FEATHER RIVER RECREATION AND PARK DISTRICT

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### **BOARD OF DIRECTORS**

Scott Kent Fowler, Chair  
Steven Rocchi, Vice-Chair  
Devin Thomas, Director  
Shannon DeLong, Director  
Steven Rocchi, Director

### **GENERAL MANAGER**

Shawn Rohrbacker

### **BUSINESS MANAGER**

Deborah Peltzer

### **DISTRICT LEGAL COUNSEL**

Jeff Carter

### **ENGINEER OF WORK**

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





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## INTRODUCTION

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### OVERVIEW

The Feather River Recreation and Park District (the "Park District") was formed in 1952 to provide recreation and park services to the residents of the City of Oroville and surrounding communities for its service area of 31,461 parcels. (For locations of the Park District's facilities, see the Diagram following in this Report.)

The Park District's parks are summarized as follows:

- Bedrock Skate and Bike Park
- Berry Creek Park (leased from Pioneer Union)
- MLK Park
- Palermo Park
- Playtown Park
- Riverbend Park
- Forbestown Park

The Park District's facilities are summarized as follows:

- Activity Center (Including leased property behind the Center)
- Bedrock Tennis Courts
- Feather River Bike Trail (west of nature center)
- Forbestown Hall
- Gary Nolan Baseball Complex
- Nelson Pool
- Nelson Complex
- Palermo Pool
- Palermo Community Center
- Yuba Feather Museum (leased to Yuba Historical Society)

Since 1992 funding for local parks and recreation decreased significantly due to the shift of local property taxes to the State, causing a cumulative Park District loss of more than \$1.3 million by 2002.

Due to the drastic cut in funding, and limited revenues from other sources, a serious gap developed between the Park District's available revenue and the actual cost of park maintenance and improvement. Therefore, in absence of a new local revenue source, the baseline level of park and recreation facilities in the Park District (the "Baseline Service") prior to 2002 was a deteriorating level of maintenance and upkeep of the park and recreation facilities and properties listed above. To address this issue, the Park District's Board of Directors ("Board") directed the initiation of proceedings for an Assessment District formation ("the Parks Maintenance and Recreation Improvement District" or the "Improvement District"), and proposed special assessments in 2002 to allow property owners to decide

whether they would support an assessment to generate local funds for maintaining and improving local parks, recreation facilities and recreation areas.

## ASSESSMENT PROCESS

In May of 2002, the Park District conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act"), and the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act"). During this ballot proceeding, property owners in the Park District were provided with a notice and ballot for the proposed special assessment. A 45-day period was provided for balloting and a public hearing was conducted on July 17, 2002. At the public hearing, all ballots returned within the 45-day balloting period were tabulated.

It was determined at the public hearing that 50.4% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted), the Park District gained the authority to approve the levy of the assessments for fiscal year 2002-03 and to continue to levy them in future years.

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report ("Report"), budgets and proposed assessments for the upcoming fiscal year. The proposed assessments are based on the estimated cost to operate, maintain and service the improvements that provide a direct and special benefit to properties within the Improvement District. After the Report is completed, the Board may preliminarily approve the Report and proposed assessments and establish the date for a noticed public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements, installation, maintenance and servicing costs that would be funded by the proposed 2021-22 assessments, determine the benefits received by property from such improvements and services within the Park District and apportion the assessments to lots and parcels within the Park District. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the "Act") and Article XIID of the California Constitution (the "Article").

If the Board approves this Engineer's Report and the continuation of the assessments by resolution, a notice of public hearing must be published in a local paper at least 10 days prior to the date of the public hearing. The resolution preliminarily approving the Engineer's Report and establishing the date for a public hearing is used for this notice.

Following the minimum 10-day time period after publishing the notice, a public hearing must be held for the purpose of allowing public testimony about the proposed continuation of the assessments. This hearing is currently scheduled for June 22, 2021. At this hearing, the Board will consider approval of a resolution confirming the continuation of the assessments for fiscal year 2021-22. If so confirmed and approved, the assessments will be submitted to the County Auditor for inclusion on the property tax rolls for fiscal year 2021-22.

## LEGAL ANALYSIS

### PROPOSITION 218

This assessment is formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now codified as Articles XIII C and XIII D of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including property-owner balloting, for the imposition, increase and extension of assessments, and these requirements are satisfied by the process used to establish this assessment.

### SILICON VALLEY TAXPAYERS ASSOCIATION, INC. v SANTA CLARA COUNTY OPEN SPACE AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant legal document in further legally clarifying Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
  - The services and/or improvements funded by assessments must be clearly defined
  - Special benefits are directly received by and provide a direct advantage to property in the assessment district
1. The Improvement District is divided into separate zones of benefit, and the assessment revenue derived from real property in each zone is extended only on specifically identified park and recreational improvements and/or maintenance and servicing of those improvements in that zone and other improvements in the Improvement District that confer special benefits to property in that zone.
  2. The use of zones of benefit ensures that the park and recreational improvements constructed and maintained with assessment proceeds are located in close proximity to the real property subject to the assessment, and that such improvements provide a direct advantage to the property in the zone.
  3. Due to their proximity to the assessed parcels, the improvements and maintenance thereof financed with assessment revenues in each zone benefit the properties in that zone in a manner different in kind from the benefit that other parcels of real

property in the Improvement District derive from such improvements, and the benefits conferred on such property in each zone are more extensive and direct than a general increase in property values.

4. The assessments paid in each zone of benefit are proportional to the special benefit that each parcel within that zone receives from such improvements and the maintenance thereof because:
  - a. The specific park and recreational improvements and maintenance and utility costs thereof in each zone and the costs thereof are specified in this Engineer's Report; and
  - b. Such improvement and maintenance costs in each zone are allocated among different types of property located within each zone of benefit, and equally among those properties which have similar characteristics and receive similar special benefits.

There have been a number of clarifications made to the analysis, findings and supporting text in this Report to ensure that this consistency is well communicated.

#### **DAHMS V. DOWNTOWN POMONA PROPERTY**

On June 8, 2009, the 4<sup>th</sup> Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

#### **BONANDER V. TOWN OF TIBURON**

On December 31, 2009, the 1<sup>st</sup> District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

#### **BEUTZ V. COUNTY OF RIVERSIDE**

On May 26, 2010 the 4<sup>th</sup> District Court of Appeal issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified and separated from the special benefits.

#### **GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO**

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an



assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

#### COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIII C and XIII D of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the benefiting property in the Assessment District enjoys close and unique proximity, access and views to the Improvements; the Improvements serve as an extension of usable land area for benefiting properties in the Assessment District; and such special benefits provide a direct advantage to property in the Assessment District that is not enjoyed by the public at large or other property. In addition, the improvements are directly available to and will directly benefit property in the Assessment District; and the improvements provide a direct advantage to property in the Assessment District that would not be received in absence of the Assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the Services will directly benefit property in the Assessment District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. Moreover, while *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more conservative measure of general benefits.

The Engineer's Report is consistent with *Bonander* because the Assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

## PLANS & SPECIFICATIONS

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The Feather River Recreation and Park District maintains park facilities in locations throughout its boundaries.

The work and improvements (the "Improvements") are proposed to be undertaken by the Feather River Recreation and Park District's Park Maintenance and Recreation Improvement District (the "Improvement District") and the cost thereof, including any debt service on bonds or other indebtedness issued for the work and improvements, paid from the levy of the annual assessment provide special benefit to Assessor Parcels within the Improvement District as defined in the Method of Assessment herein. In addition to the definitions provided by the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, tennis courts, gymnasiums, recreation centers, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape corridors, recreation, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, security patrols to protect the Improvements, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, at each of the locations owned, operated or maintained by the Feather River Recreation and Park District. Plans and specifications for these improvements have been filed with the General Manger of the Feather River Recreation and Park District and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation (such as grading, leveling, cutting and filling), sod, landscaping, irrigation systems, sidewalks and drainage, lights, and/or the construction of playground equipment, play courts, recreational facilities and public restrooms.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or any part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of

printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the Improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment. (Streets & Highways Code §22526).

The assessment proceeds will be exclusively used for Improvements within the Improvement District plus Incidental expenses. Reference is made to the Summary of District's Improvement Plans section in the following section of this Report which specifically identifies the parks, recreation areas and other sites to be funded by the assessment proceeds and to the plans and specifications, including specific expenditure and improvement plans by park/recreation site and zone of benefit, which are on file with the Feather River Recreation and Park District.

## FISCAL YEAR 2021-22 ESTIMATE OF COST AND BUDGET

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### INTRODUCTION

Following are the proposed Improvements, and resulting level of improved parks and recreation facilities, for the Improvement District. As previously noted, the baseline level of service included a declining level of parks and recreation facilities due to shortages of funds for the Park District. Improvements funded by the assessments are over and above the previously declining baseline level of service. The formula below describes the relationship between the final level of improvements, the prior (pre-2002) baseline level of service, and the enhanced level of improvements to be funded by the proposed assessment.

<b>Final Level of Improvements</b>	<b>=</b>	<b>Baseline Level of Improvements</b>	<b>+</b>	<b>Enhanced Level of Improvements</b>
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### SUMMARY OF PARK DISTRICT'S IMPROVEMENT PLANS

The budget to be financed by the assessments is partially based on the results of an independent survey conducted for the Park District, which indicated property owners' priorities for various improvement projects and park maintenance services, and staff determination of other needed park and recreation improvements. Projects have been selected based on how closely they meet the needs expressed by the survey results. Projects have been chosen throughout the Park District in order to ensure that all properties in the narrowly drawn Assessment District boundaries will receive improved access to better maintained and improved parks in their area. The Estimate of Cost provided in this Report is for fiscal year 2022-23 and is derived from a multi-year improvement plan that will add new parks to the Park District's infrastructure; improve park and recreation area security by enhancing security lighting; replace outdated playground equipment; keep pace with the rising costs of park maintenance to help ensure the continued beauty, usability, and accessibility of the Park District's parks, playfields, and recreation areas; develop playfields and youth oriented activity areas. The District Master Plan has been developed and is available for review at the Park District offices. In addition, supplemental plans may be developed and filed with the General Manager of the Park District.

### MULTI-YEAR IMPROVEMENT PLAN HIGHLIGHTS

- Improved park and recreation facility maintenance
- Additional walkways and security lighting at neighborhood parks and sports fields to protect and maintain the Improvements
- Upgraded recreation areas, playgrounds and restrooms to improve access for the disabled
- Recreational improvements at neighborhood parks

- Sport court repairs and lighting upgrades
- Gary Nolan/Playground Park repairs and lighting upgrades
- Riverbend Park (multi-use fields)

### **BUDGET FOR FISCAL YEAR 2022-23**

The budget presented on the next page lists the improvement projects and park maintenance and security services that would, in part, be funded by the Improvement District in Fiscal Year 2022-23 if the proposed assessments are continued by the Park District Board.

FIGURE 1 – ESTIMATE OF COST, FISCAL YEAR 2022-23

		<b>Total Budget</b>	
Beginning Fund Balance			
Park & Recreation Expenses (Installation, Maintenance & Servicing)			
Fuel		\$34,000	
Insurance		\$25,000	
Professional & Outside Svcs		\$15,000	
Contract Janitorial		\$75,000	
Education and Development		\$1,500	
Repairs and Maintenance Payroll		\$645,000	
Other Maintenance Expenses		\$267,500	
Utilities (includes irrigation water)		<u>\$308,250</u>	
		\$1,371,250	
<b>Total Benefit of Improvements</b>		\$1,371,250	
		19,563.17	
<b>Benefit Received per Unit</b>		\$70.09	
Less:			
District Contribution		(1,061,465)	
Net Cost of Installation, Maintenance and Servicing		<u>\$309,785</u>	
Incidental Costs			
Collection and Administration		5,463	
Allowance for Contingencies <sup>3</sup>		<u>10,000</u>	
Less:			
Beginning Fund Balance and Fund Income			
Total Park Maintenance and Recreation Improvement District Budget <sup>4</sup>		<u>\$317,494</u>	
(Net Amount to be Assessed)			
Budget Allocation to Property			
<b>Zone of Benefit</b>	<b>Total Budget *</b>	<b>SFE Units</b>	<b>SFE Rate per Unit</b>
Zone A	\$316,891	19,489	\$16.26
Zone B	\$603	74	\$8.13
Totals	<u>\$317,494</u>	<u>19,563.17</u>	
* All assessments are rounded to lower even penny. Therefore, the budget amount may slightly differ from the assessment rate.			

Notes to Estimate of Cost:

1. The item, Maintenance & Operation would provide funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Improvements would include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment,

trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed. The itemized budgets for these amounts are shown.

2. As discussed in the following section, at least 9.4% of the cost of Improvements must be funded from sources other than the assessments to cover any general benefits from the Improvements. Therefore, Figure 1 shows over 9.4% of the cost of Improvements without the projects hoped to be completed, as well as over 9.4% of the cost with the projects hoped to be completed. As is reflected in Figure 1, the Park District will contribute 77.8%, much more than either of these amounts, which more than covers any general benefits from the Improvements.
3. The item, Allowance for Contingencies is to account for any uncollectible assessments.
4. The Act requires that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the Improvement District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Report. Any balance remaining at the end of the fiscal year (June 30, 2022), must be carried over to the next fiscal year. The Park District may also establish a reserve fund for contingencies and special projects as well as a capital improvement fund for accumulating funds for larger capital improvement projects or capital renovation needs. Any remaining unexpended balance would either be placed in the reserve fund, the capital improvement fund, or would be used to reduce future years' assessments.

## METHOD OF APPORTIONMENT

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### OVERVIEW OF APPORTIONMENT

This section of the Engineer's Report explains the special and general benefits to be derived from the Improvements to park facilities and Park District-maintained property throughout the Park District, and the methodology used to apportion the total assessment to properties within the Improvement District.

The Improvement District consists of all Assessor Parcels within the boundaries of the Feather River Recreation and Park District. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above general benefits conferred to real property in the Improvement District or to the public at large. Special benefit is calculated for each parcel in the Improvement District using the following process:

1. Identification of all benefit factors derived from the Improvements
2. Calculation of the proportion of these benefits that are general
3. Determination of the relative special benefit within different areas within the Improvement District
4. Determination of the relative special benefit per property type
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes

### DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit must be funded from another source. This special benefit is received by property over and above any general benefits from the Improvements. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

*"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

*"The determination of whether or not a lot or parcel will benefit from the improvements shall be made pursuant to the Improvement Act of 1911 (Division 7 (commencing with Section 5000)) [of the Streets and Highways Code, State of California]."*



Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property and that the value of the special benefits must reasonably exceed the cost of the assessment:

*"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."*

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

*The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).*

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit. (Art. XIID, sections 2(i) & 4(f).)

## **BENEFIT FACTORS**

The special benefits from the Improvements are listed below:

### **PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES**

Only the specific properties within close proximity to the Improvements are included in the Improvement District. Therefore, property in the Improvement District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Improvement District do not share.

In absence of the assessments, the Improvements would not be provided and the parks and recreation areas in the Improvement District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Improvement District, they provide a direct advantage and special benefit to property in the Improvement District.

### **ACCESS TO IMPROVED PARKS AND RECREATIONAL AREAS**

Since the parcels in the Improvement District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved parks and recreation areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Improvement District.

### **IMPROVED VIEWS**

The Park District, by maintaining the landscaping at its park and recreation facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when property is accessed. The recreation areas maintained and improved by the Assessments are uniquely located on the hillsides surrounding the Improvement District and the benefiting property in the Improvement District. Therefore, nearly every benefiting property in the Improvement District has direct views of natural lands or parks that are improved by the Assessments. Therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Improvement District.

### **EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS**

In large part because it is cost prohibitive to provide large open land areas on property in the Improvement District, the residential, commercial and other benefiting properties in the Improvement District do not have large outdoor areas and green spaces. The parks in the Improvement District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPRA"), neighborhood parks in urban areas have a service area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within this service radii close proximity and easy walking access to such public land areas. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the Improvements - and this advantage is not received by other properties or the public at large.

An analysis of the service radii for the Improvements finds that all properties in the Improvement District enjoy the distinct and direct advantage of being close and proximate to parks within the Improvement District. The benefiting properties in the Improvement District therefore uniquely and specially benefit from the Improvements.

## BENEFIT FINDING

In summary, real property located within the boundaries of the Improvement District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, landscaped corridors, greenbelts, recreation areas, trail systems and other public resources funded by the Assessments. The Improvements are specifically designed to serve local properties in the Improvement District, not other properties or the public at large. The public at large and other properties outside the Improvement District receive only limited benefits from the Improvements because they do not have proximity, good access or views of the Improvements. These are special benefits to property in the Improvement District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

## GENERAL VERSUS SPECIAL BENEFIT

Article XIII C of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section.

In other words:

<b>Total Benefit</b>	<b>=</b>	<b>General Benefit</b>	<b>+</b>	<b>Special Benefit</b>
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There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not “particular and distinct” and are not “over and above” benefits received by other properties. SVTA vs. SCCOSA provides some clarification by indicating that general benefits provide “an indirect, derivative advantage” and are not necessarily proximate to the improvements.

In this report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements “over and above” this general, baseline level and the general benefits estimated in this section are over and above the baseline.

A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to Real Property Outside the Assessment District	+	Benefit to Real Property Inside the Assessment District that is Indirect and Derivative	+	Benefit to the Public at Large
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Special benefit, on the other hand, is defined in the state constitution as “a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.” The *SVTA v. SCCOSA* decision indicates that a special benefit is conferred to a property if it “receives a direct advantage from the improvement (e.g., proximity to a park).” In this assessment, as noted, properties in the Improvement District have close and unique proximity, views and access to the Improvements and uniquely improved desirability from the Improvements and other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the Improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special, and is only minimally received by property outside the Improvement District or the public at large.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer’s Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer’s Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments. However, in this Report, the general benefit is more conservatively estimated and described, and then budgeted so that it is funded by sources other than the Assessment.

### **CALCULATING GENERAL BENEFIT**

In this section, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

#### **BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT**

Properties within the Improvement District receive almost all of the special benefits from the Improvements because properties in the Improvement District enjoy unique close proximity and access to the Improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the Improvements, but outside of the boundaries of the Improvement District, may receive some benefit from the Improvements. Since this benefit is conferred to properties outside the Improvement District boundaries, it contributes to the overall general benefit calculation and will not be funded by the Assessments.

The properties outside the Improvement District and within the proximity radii for neighborhood parks in the Improvement District receive benefits from the Improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are all geographically on only one side of the Improvements and are over twice the average distance from the Improvements compared to properties in the Assessment District. The general benefit to property outside of the Improvement District is calculated as follows with the parcel and data analysis performed by SCI Consulting Group.

**Assumptions:**

FEWER THAN 100 PARCELS OUTSIDE THE DISTRICT BUT WITHIN 2.0 MILES OF  
THE PARKS WITHIN THE IMPROVEMENT DISTRICT  
30,951 PARCELS IN THE IMPROVEMENT DISTRICT  
50% RELATIVE BENEFIT COMPARED TO PROPERTY WITHIN THE IMPROVEMENT  
DISTRICT

**Calculation**

general benefit to property outside the improvement district =  
 $100/(30,951+100)*.5 = 0.2\%$

Although it can reasonably be argued that Improvements inside, but near the Park District boundaries are offset by similar park and recreational improvements provided outside, but near the Park District's boundaries, we use the more conservative approach of finding that 0.2% of the Improvements may be of general benefit to property outside the Improvement District.

**BENEFIT TO PROPERTY *INSIDE* THE DISTRICT THAT IS *INDIRECT AND DERIVATIVE***

The "indirect and derivative" benefit to property within the Improvement District is particularly difficult to calculate. A solid argument can be presented that all benefit within the Improvement District is special, because the Improvements are clearly "over and above" and "particular and distinct" when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the Improvement District. Therefore, the general benefit contribution that is indirect and derivative is negligible, and calculated to be zero for this analysis.

**BENEFIT TO THE PUBLIC AT LARGE**

The SVTA vs. SCCOSA decision indicates there may be general benefit "conferred on real property located in the district" A measure of the general benefits to property within the Assessment area is the percentage of land area within the Improvement District that is publicly owned and used for regional purposes such as lakes, major roads, rail lines and other regional facilities because such properties used for regional purposes could provide general benefits to the public at large. Approximately 1.2% of the land area in the

Improvement District is used for such regional purposes, so this is a measure of the general benefits to property within the Improvement District.

The general benefit to the public at large can be estimated by the proportionate amount of time that the Park District's parks and recreational facilities are used and enjoyed by individuals who are not residents, employees, customers or property owners in the Park District<sup>1</sup>. A survey of park and recreation facility usage conducted by SCI Consulting Group found that less than 8% of the Park District's facility usage is by those who do not live or work within District boundaries.<sup>2</sup>

#### TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, we find that approximately 9.4% of the benefits conferred by the Improvements may be general in nature and should be funded by sources other than the assessment.

##### General Benefit Calculation

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

Therefore, this analysis finds that 9.4% of the assessment may provide general benefits, and the Assessment Engineer establishes a requirement for a minimum contribution from sources other than the assessments of 9.4%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits.

The Park District's total budget for maintenance and improvement of its parks and recreational facilities is \$1,156,404. Of this total budget amount, the Park District will contribute \$308,309 from sources other than the assessments for park maintenance and operation. This contribution by the Park District equates to approximately 79.1% of the total

<sup>1</sup> . When District facilities are used by those individuals, the facilities are not providing benefit to property within the Park District. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the Park District facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses Park District facilities but does not reside, work, shop or own property within the Park District boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.

<sup>2</sup> . A total of 118 park users were surveyed on different days and times during the months of February 2002 and April 2002. Nine respondents (7.6%) indicated that they did not reside or work within the Park District.

budget for maintenance and improvements and constitutes far more than the amount attributable to the general benefits from the Improvements.

## ZONES OF BENEFIT

Due to their greater distance and reduced proximity from the improvements, parks and recreational facilities, properties in one area of the District are determined to receive lesser benefit from the proposed improvements than other properties in the District. This area of reduced benefit lies along the north east boundaries of the District and includes all Assessor Parcel Numbers within the District in Book 058; Book 059 Pages 11 and 12; Book 061 Pages 01, 06, 07, 09-19, 22-28, 36-40; Book 73 Pages 01-08, 20, 21 and 33. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this Report. All other properties within the Improvement District are classified into Zone of Benefit A or Zone A.

The Improvement District's improvements, parks and recreational facilities are easily accessible to all properties within Zone A. Therefore, benefits from the proposed improvements do not further vary based on proximity of the parcels to the improvements within the Zone because the increased benefits of greater proximity to the improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity.

Since these properties are generally twice the distance from the proposed improvements, it is estimated that the relative level of benefit to properties in Zone B is 50% the benefit received by properties in Zone A. The proposed assessments for properties in Zone B will therefore be 50% of similar properties in Zone A.

All assessed properties within the Improvement District are within the industry-accepted proximity/service area for parks and recreation facilities. As noted, these proximity radii were specifically established to only encompass properties with good proximity and access to local parks and in effect make local parks within the proximity radii an extension of usable land area for the properties in the area. The benefits from the Improvements within each Zone of Benefit do not vary further based on proximity of the parcels to the Improvements because the increased benefits of greater proximity to the Improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity. Consequently, since all parcels in the Improvement District have good access and proximity to the Improvements and the benefits to relatively closer proximity are offset by other factors, additional proximity is not considered to be a factor in determining benefit within each Zone of Benefit. In other words, the boundaries of the Improvement District and the Zones of Benefit have been narrowly drawn to include only properties that have good proximity and access and will specially benefit from the Improvements.



The SVTA vs. SCCOSA decision indicates:

*In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not “particular and distinct” and are not “over and above” the benefits received by other properties “located in the district.”*

*We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district’s property values).*

In the Improvement District, the advantage that each parcel receives from the Improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment. Therefore, the even spread of assessment throughout each narrowly drawn Zone of Benefit is indeed consistent with the SVTA vs. SCCOSA decision and satisfies the “direct relationship to the ‘locality of the improvement’” standard.

## APPORTIONMENT

As previously discussed, the assessments provide specific Improvements that confer direct and tangible special benefits to properties in the Improvement District. These benefits can partially be measured by the occupants on property in the Improvement District because such parcel population density is a measure of the relative benefit a parcel receives from the Improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.

It should be noted that many other types of “traditional” assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property.<sup>3</sup>

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<sup>3</sup> For example, in *Federal Construction Co. v. Ensign* (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the



The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial and other properties also receive direct benefits from the Improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So the potential population of employees or residents is a measure of the special benefits received by the property.) Larger parcels, therefore, receive an increased benefit from the assessments.

Finally, the special benefits derived from the assessments are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the Park District's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

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people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."

In conclusion, the Assessment Engineer determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential and its proximity to parks and recreational facilities. This method is further described below.

## ASSESSMENT APPORTIONMENT

### RESIDENTIAL PROPERTIES

Certain improved residential parcels in the Improvement District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category of single family residential property.

Properties with more than one residential unit are designated as multi-family residential parcels. These parcels benefit from the improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home and the average size of multi-family residential units versus the average size of single family homes. The population density factors for the Feather River Recreation and Park District, as depicted below, provide a partial basis for determining the SFE factors for residential parcels. Using the total population in a certain property type in the Park District from the 1990 Census (the most recent data available when the Improvement District was established) and dividing it by the total number of such households, finds that approximately 2.70 persons occupy each single family residence, whereas an average of 2.13 persons occupy each multi-family residence. Using the ratio of one Population Factor for each single-family residence, which equates to one Population Factor for every 2.70 persons, a Population Factor would equate to one multi-family unit or a 0.79 Population Factor for every 2.13 residents. Likewise, each condominium unit receives a 0.99 Population Factor and each mobile home receives a 0.78 Population Factor.

**TABLE 1 - RESIDENTIAL DENSITY AND ASSESSMENT BENEFIT FACTORS**

	<i>Total Population</i>	<i>Occupied Households</i>	<i>Persons per Household</i>	<i>Population Factor</i>
Single Family Residential	113,152	41,943	2.70	1.00
Condominium	5,185	1,949	2.66	0.99
Multi-Family Residential	31,437	14,728	2.13	0.79
Mobile Home on Separate Lot	26,368	12,494	2.11	0.78

Source: 1990 Census, Butte County.

Once established, Population Factors are adjusted to reflect the average structure size of different residential parcels. This adjustment is needed because the special benefits are deemed to be relative to the potential population density and building area per dwelling unit.

The average structure size of a single family residence in the Feather River Recreation and Park District is 1477 square feet, whereas the average multi-family residence is 807 square feet per unit, or 55% of the size of a single family residence. Likewise, each condominium unit is 88% of the size of a single family residence and each mobile home is 50% of the size of a single family residence. These building area percentages are applied to the Population Factors to determine the SFE benefit factors for residential parcels. Therefore, a multi-family residence with a 0.79 Population Factor and a 55% building area percentage will receive 0.43 SFE.<sup>4</sup> Likewise, each condominium unit receives 0.87 SFE and each mobile home receives 0.39 SFE.

**TABLE 2 - POPULATION AND ASSESSMENT BENEFIT FACTORS**

	<i>Average Square Feet</i>	<i>% of SFR</i>	<i>Population Factor</i>	<i>SFE Factor</i>
Single Family Residential	1477	100%	1.00	1.00
Condominium	1297	88%	0.99	0.87
Multi-Family Residential	807	55%	0.79	0.43
Mobile Home on Separate Lot	732.25	50%	0.78	0.39

The single family equivalency factor of 0.43 per dwelling unit for multifamily residential parcels applies to such parcels with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore the benefit for parcels in excess of 20 units is determined to be 0.43 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

#### COMMERCIAL/INDUSTRIAL PROPERTIES

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial parcels.

In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial parcels. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

<sup>4</sup> (0.79 \* 55% = 0.43)

In comparison, the average number of people residing in a single family home in the area is 2.70. Since the average lot size for a single family home in the District is approximately 0.50 acres, the average number of residents per acre of residential property is 5.40.

The employee density per acre is generally 4.45 times the population density of single family residential property per acre (24 employees per acre / 5.40 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 4.45 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 4.45 employees is the basis for allocating commercial/industrial benefit. Table 3 shows the average employees per acre of land area or portion thereof for commercial and industrial parcels and lists the relative SFE factors per half of an acre for parcels in each land use category.

Commercial and industrial parcels in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per half of an acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres.

Institutional parcels that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

**TABLE 3 - COMMERCIAL/INDUSTRIAL DENSITY AND ASSESSMENT FACTORS**

<i>Type of Commercial/Industrial Land Use</i>	<i>Average Employees Per Acre <sup>1</sup></i>	<i>SFE Units per 1/2 Acre <sup>2</sup></i>
Commercial	24	1.00
Office	68	2.84
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.05

1. Source: San Diego Association of Governments Traffic Generators Study.
2. The SFE factors for commercial and industrial parcels are applied by the half of an acre of land area or portion thereof. (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

**OTHER PROPERTIES**

Article XIID stipulates that publicly owned parcels must be assessed unless there is clear and convincing evidence that those parcels receive no special benefit from the assessment.

Other publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Benefits received by vacant land from park maintenance and improvement are generally offset by those benefits such recreation area and watershed parcels confer to parcels in the District by way of providing increased community recreation areas and nature lands. Such parcels are, therefore, not specially benefited and are not assessed.

Church parcels and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Many of these parcels also provide some degree of on-site amenities that serve to offset some of the benefits from the Improvement District. In addition, the District maintains reciprocal use arrangements with many educational parcels that allow for the public, recreational use of these parcels. Such public use tends to reduce the use and wear of District facilities. Therefore, these parcels receive minimal benefit and are assessed an SFE factor of 1.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Improvements and are assessed an SFE benefit factor of 0.

#### **DURATION OF ASSESSMENT**

It is proposed that the Assessment be levied for fiscal year 2002-03 and every year thereafter, so long as the parks and recreational areas need to be improved and maintained and the Feather River Recreation and Park District requires funding from the Assessments for its Improvements in the Improvement District. As noted previously, the Assessment can be levied annually after the Feather River Recreation and Park District Board of Directors approves an annually updated Engineer's Report, budget for the Assessment, Improvements to be provided, and other specifics of the Assessment. In addition, the District Board of Directors must hold an annual public hearing to continue the Assessment.

#### **APPEALS AND INTERPRETATION**

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the Park District General Manager or her or his designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the Park District General Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the Park District General Manager or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the Park District General Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the Park District General Manager or her or his designee shall

be referred to the Feather River Recreation and Park District Board and the decision of the Board shall be final.

## ASSESSMENT

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WHEREAS, on March 22, 2022 the Feather River Recreation and Park District Board adopted its Resolution initiating proceedings for the continuation of a Park Maintenance and Recreation Improvement District under the Landscaping and Lighting Act of 1972, pursuant to the provisions of the Landscaping and Lighting Act of 1972 and Article XIIIID of the California Constitution (collectively "the Act"), to proceed with the proposed continuation of assessments;

WHEREAS, the Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Improvement District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Improvement District, to which Resolution and the description of the proposed improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of the Feather River Recreation and Park District, hereby make the following assessment to cover the portion of the estimated cost of the improvements, and the costs and expenses incidental thereto to be paid by the Improvement District.

The amount to be paid for the improvements and the expense incidental thereto, to be paid by the Improvement District for the fiscal year 2022-23 is generally as follows in Figure 2 below.

**FIGURE 2 – SUMMARY COST ESTIMATE**

	<i>F.Y. 2022-23 Budget</i>
Park Maintenance & Operation	\$1,101,827
Capital Improvements	\$1,361,205
Incidental Expenses	\$57,701
<b>TOTAL BUDGET</b>	<b>\$3,133,150</b>
Less:	
District Contribution	\$2,815,656
<b>NET AMOUNT TO ASSESSMENTS</b>	<b>\$317,494</b>

As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of said Improvement District. The distinctive number of each parcel or lot of land in the said Improvement District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within said Improvement District, in accordance with the special benefits to be received by each parcel or lot, from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the San Francisco Bay Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

Property owners in the Assessment District, in an assessment ballot proceeding in 2002, approved the initial fiscal year benefit assessment for special benefits to their property including the CPI adjustment schedule. As a result, the assessment may continue to be levied annually and may be adjusted by up to the maximum annual CPI adjustment without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

Based on the preceding annual adjustments, the maximum assessment rate for Fiscal Year 2022-23 was \$16.26 per single family equivalent benefit unit for Zone of Benefit A and \$8.13 per single family equivalent benefit unit for Zone of Benefit B. The annual change in the CPI from December 2020 to December 2021 was 4.24%. Therefore, the maximum authorized assessment rate for Fiscal Year 2022-23 has been increased by the allowable maximum increase from \$15.80 to \$16.26 per single family equivalent benefit unit for Zone of Benefit A and from \$7.80 to \$8.13 per single family equivalent benefit unit for Zone of Benefit B. The estimate of cost and budget in the Engineer's Report proposes assessments for fiscal year 2022-23 at the rate of \$16.26 per single family equivalent benefit unit for Zone of Benefit A, which is the maximum allowable rate and \$8.13 per single family equivalent benefit unit for Zone of Benefit B, which is also the maximum allowable rate.

The assessment is made upon the parcels or lots of land within the Improvement District in proportion to the special benefits to be received by the parcels or lots of land, from the improvements.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Butte for the fiscal year 2022-



23. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of the County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2022-23 for each parcel or lot of land within the Improvement District.

Dated: June 24, 2022



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

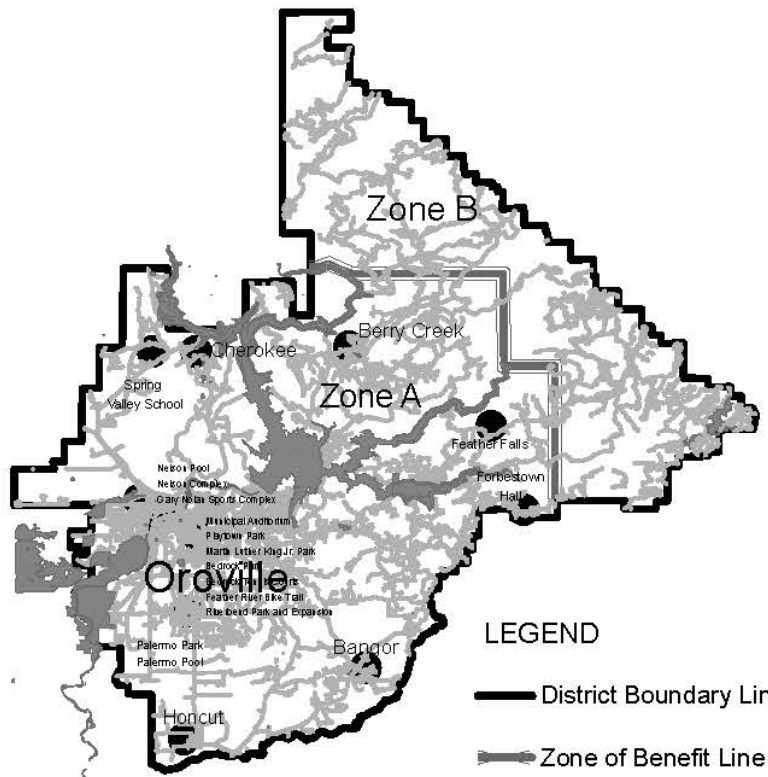
## APPENDICES

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Appendix A – Assessment Diagram  
Appendix B – Assessment Roll, FY 2022-23

## APPENDIX A – ASSESSMENT DIAGRAM

The Improvement District includes all parcels within the boundaries of the Feather River Recreation and Park District. The boundaries of the Improvement District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Improvement District are those lines and dimensions as shown on the maps of the Assessor of the County of Butte, for fiscal year 2022-23, and are incorporated herein by reference, and made a part of this Diagram and this Report.



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

\_\_\_\_\_  
SECRETARY OF THE BOARD

ASSESSMENT WAS CONFIRMED AND LEVIED BY THE BOARD OF THE FEATHER RIVER RECREATION AND PARK DISTRICT, COUNTY OF BUTTE, ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS ASSESSMENT DIAGRAM ON THE \_\_ TH DAY OF \_\_\_\_\_, 20\_\_.

FOR THE FISCAL YEAR 20\_\_-\_\_ AND SAID ASSESSMENT

ASSESSMENT ROLL FOR SAID FISCAL YEAR WAS FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF BUTTE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_. REFERENCE IS HEREBY MADE TO SAID RECORDED ASSESSMENT ROLL FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND.

\_\_\_\_\_  
SECRETARY OF THE BOARD

Note:  
REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF BUTTE FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCEL SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

SCI Consulting Group  
4745 Mangels Blvd  
Fairfield, CA 94534  
707-430-4300

## Feather River Recreation and Park District Assessment Diagram

**APPENDIX B – ASSESSMENT ROLL, FY 2022-23**

An Assessment Roll (a listing of all parcels assessed within the Improvement District and the amount of the assessment) will be filed with the Park District General Manager and is, by reference, made part of this report and is available for public inspection during normal office hours.

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.



**FEATHER RIVER RECREATION & PARK DISTRICT**

Regular Board Meeting  
May 24, 2022

**ACTIVITY CENTER**

1875 Feather River Blvd.  
Oroville, CA 95965

**Draft Minutes** **Closed Session 5:30 PM/Open Session Immediately Following**

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

**CHAIRPERSON ROCCHI CALLED THE MEETING TO ORDER AT 5:32 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>Absent</u>
Director Clarence "Sonny" Brandt	<u>Present</u>

**CLOSED SESSION ANNOUNCEMENTS**

- 1. Property Negotiations, Pursuant to Government Code Section 54956.8**  
Discussion only; no action was taken.

**PUBLIC COMMENT**

No public comments were made.

**CONSENT AGENDA**

- 1. April 26, 2022 Regular Board Meeting Minutes**
- 2. May 5, 2022 Special Board Meeting**
- 3. May 19, 2022 Special Board Meeting**
- 4. April 2022 Financials**
- 5. RESOLUTION 1986-22: Resolution of the Board of Directors of the Feather River Recreation and Park District Approving the Transfer of Funds In The Amount Of \$200,000 From The Merchant Payment Received By Credit Card Account: Bank Of The West To The General Fund Account 2600**
- 6. RESOLUTION 1987-22: A Resolution of the Board of Directors of the Feather River Recreation and Park District Approving the Transfer of Funds in the Amount of \$308,000 From County Accounts: Benefit Assessment Fund 2610 to The General Fund Account 2600**

Director Brandt made the motion to approve the consent agenda.

Director Fowler seconded the motion.

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

**ACTION ITEMS**

- 1. RESOLUTION 1988-22: A Resolution of the Board of Directors of the Feather River Recreation and Park District Approving the Preliminary Budget for Fiscal Year 2022-2023**  
Director Brandt made the motion to adopt Resolution 1988-22.  
Director Fowler seconded the motion.  
**\*The motion to adopt Resolution 1988-22 passed with a unanimous vote.**
- 2. RESOLUTION 1989-22: A Resolution of Intention to Continue Assessments for Fiscal Year 2022-23, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Park Maintenance and Recreation Improvement District of the Feather River Recreation and Park District**

Director Fowler made the motion to adopt Resolution 1989-22.

Director Brandt seconded the motion.

**\*The motion to adopt Resolution 1989-22 passed with a unanimous vote.**

**3. RESOLUTION 1990-22: A Resolution of The Board of Directors of The Feather River Recreation and Park District Opposing Statewide Ballot Initiative 21-0042A1 The Taxpayer Protection and Government Accountability Act**

Director Brandt made the motion to adopt Resolution 1990-22.

Director Fowler seconded the motion.

**\*The motion to adopt Resolution 1990-22 passed with a unanimous vote.**

**4. Facility Use Agreement: Thunderbirds Football and Cheer**

Director Fowler made the motion to approve the Thunderbirds Football and Cheer facility use agreement.

Director Brandt seconded the motion.

**\*The motion to approve the Thunderbirds Football and Cheer facility use agreement passed with a unanimous vote.**

**5. Activity Center Parking Lot Repairs**

Director Brandt made the motion to approve the quote provided by DNS and allocate up to \$10,000 for Activity Center parking lot repairs.

Director Fowler seconded the motion.

**\*The motion to approve the quote provided by DNS and allocate up to \$10,000 for Activity Center parking lot repairs passed with a unanimous vote.**

**6. Big Gym Cooler Purchase**

Director Fowler made the motion to approve the big gym cooler purchase as presented.

Director Brandt seconded the motion.

**\*The motion to approve the big gym cooler purchase passed with a unanimous vote.**

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

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

4. June: Regular Board meeting Budget Public Hearing, Adopt Appropriation Limits

5. July: Regular Board meeting: Adopt final budget

**CHAIRPERSON ROCCHI ADJOURNED THE MEETING AT 6:26 PM.**

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

	May 22	Budget	\$ Over Budget	STAFF COMMENTS	Jul '21 - May 22	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
4100 - Tax Revenue					1,849,571	1,900,000	(50,429)	97%	1,900,000
4150 - Tax Revenue (BAD)					281,812	308,000	(26,188)	91%	308,000
4300 - Program Income	63,502	76,465	(12,963)	Classes \$4k, Preschool \$13k, Gymnastics \$22k, Youth/Adult Sports \$13k, Pool Rentals \$1.6k, Rentals \$10k	559,495	817,110	(257,615)	68%	893,575
4400 - Donation & Fundraising Income					16,225	2,500	13,725	649%	2,500
4600 - Other Income					26,444	1,000	25,444	2,644%	1,000
4900 - Interest Income					5,548	19,000	(13,452)	29%	19,000
4905 - Interest Income - BAD					563	2,500	(1,937)	23%	2,500
<b>Total Income</b>	<b>63,502</b>	<b>76,465</b>	<b>(12,963)</b>		<b>2,739,658</b>	<b>3,050,110</b>	<b>(310,452)</b>	<b>90%</b>	<b>3,126,575</b>
<b>Gross Profit</b>	<b>63,502</b>	<b>76,465</b>	<b>(12,963)</b>		<b>2,739,658</b>	<b>3,050,110</b>	<b>(310,452)</b>	<b>90%</b>	<b>3,126,575</b>
<b>Expense</b>									
5000 - Payroll Expenses	118,274	139,225	(20,951)		1,296,337	1,550,898	(254,561)	84%	1,690,123
5031 - GASB 68 Benefit Expense					67,639	70,450	(2,811)	96%	70,450
5100 - Advertising & Promotion	350	917	(567)		1,773	10,083	(8,310)	18%	11,000
5120 - Bank Fees	402	584	(182)		5,316	6,416	(1,100)	83%	7,000
5130 - Charitable Contributions		1,250	(1,250)			2,500	(2,500)		2,500
5140 - Copying & Printing	455	844	(389)		7,305	9,281	(1,976)	79%	10,125
5155 - Employment New Hire Screen		150	(150)		1,035	1,850	(815)	56%	2,000
5160 - Dues, Mbrshps & Subscriptions					9,278	10,500	(1,222)	88%	10,500
5170 - Education & Development		500	(500)		791	8,000	(7,209)	10%	8,500
5175 - Equipment Rental	1,470	875	595	\$1.4k Portable toilet rentals, Riverbend main water line down	4,917	9,625	(4,708)	51%	10,500
5180 - Equipment, Tools & Furn (<\$5k)	2,353	3,633	(1,280)	\$900 Park signs, \$1k software subscriptions, \$200 vacuum, \$200 field chalker	43,587	51,344	(7,757)	85%	54,977
5200 - Insurance					159,707	185,000	(25,293)	86%	185,000
5210 - Interest Expense - Operating	110	125	(15)		1,531	1,375	156	111%	1,500
5225 - Postage & Delivery	109	120	(11)		537	1,480	(943)	36%	1,500
5230 - Professional & Outside Svcs									
5232 - Accounting					25,400	25,000	400	102%	25,000
5233 - Bands/Recreation	1,000	500	500		4,200	4,000	200	105%	5,000
5234 - Board Stipends	1,000	1,000			8,400	11,000	(2,600)	76%	12,000
5235 - Recreation Instructors	472	500	(28)		3,048	11,500	(8,452)	27%	12,000
5236 - Legal		2,000	(2,000)		4,872	23,000	(18,128)	21%	25,000
5237 - Contract Janitorial	5,950	6,250	(300)		62,968	68,750	(5,782)	92%	75,000
5239 - Outside Service Admin/Consult	2,507	5,000	(2,493)	\$6k Park Janitorial, \$1.5k IT support, \$1k Melton Riverbend bldg design	43,710	71,000	(27,290)	62%	76,000
<b>Total 5230 - Professional &amp; Outside Svcs</b>	<b>10,929</b>	<b>15,250</b>	<b>(4,321)</b>		<b>152,598</b>	<b>214,250</b>	<b>(61,652)</b>	<b>71%</b>	<b>230,000</b>
5260 - Repairs & Maintenance									
5261 - Building R&M	27	2,000	(1,973)		15,754	23,000	(7,246)	68%	25,000
5262 - Equip Repairs & Small Tools	1,849	1,500	349		16,992	16,500	492	103%	18,000



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

	May 22	Budget	\$ Over Budget	STAFF COMMENTS	Jul '21 - May 22	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
5263 - General R&M		1,250	(1,250)			13,750	(13,750)		15,000
5264 - Grounds R&M	5,456	7,300	(1,844)	\$3k repair Act Center parking lot sinkhole	49,113	54,600	(5,487)	90%	60,000
5265 - Janitorial Supplies	363	2,175	(1,812)		16,776	23,825	(7,049)	70%	26,000
5266 - Vandalism Repair	911	400	511	\$600 replace stolen water controller, \$280 replace broken tree	25,210	4,600	20,610	548%	5,000
5267 - Vehicle R&M	376	825	(449)		6,412	9,175	(2,763)	70%	10,000
5268 - Aquatics Pool R&M	3,192	7,000	(3,808)		18,376	32,000	(13,624)	57%	40,000
5269 - Outside Contractor/Services R&M	1,035	1,250	(215)	\$770 toilet root clearing, \$265 pest control	35,003	13,750	21,253	255%	15,000
<b>Total 5260 - Repairs &amp; Maintenance</b>	<b>13,209</b>	<b>23,700</b>	<b>(10,491)</b>		<b>183,636</b>	<b>191,200</b>	<b>(7,564)</b>	<b>96%</b>	<b>214,000</b>
5270 - Security	203	1,650	(1,447)		11,850	18,350	(6,500)	65%	20,000
5280 - Supplies - Consumable	3,049	7,275	(4,226)	\$2k program supplies: aquatics, camp, preschool, gym	32,103	74,748	(42,645)	43%	82,523
5290 - Taxes, Lic., Notices & Permits	844	430	414		7,316	4,733	2,583	155%	5,163
5300 - Telephone/Internet	1,188	1,175	13		13,583	12,935	648	105%	14,110
5310 - Fuel, Travel and Meals	3,420	2,675	745		30,082	30,225	(143)	100%	32,900
5320 - Utilities	23,001	35,775	(12,774)	Budget includes water expense to fill Nelson Pool, project delayed reallocated March budget to May. Project been delayed to June. Budget remains in May	280,106	273,575	6,531	102%	309,350
7000 - Debt Interest	6,864	6,864	0		78,705	78,705	0	100%	85,570
<b>Total Expense</b>	<b>186,230</b>	<b>243,017</b>	<b>(56,787)</b>		<b>2,389,732</b>	<b>2,817,523</b>	<b>(427,791)</b>	<b>85%</b>	<b>3,059,291</b>
<b>Net Ordinary Income</b>	<b>(122,728)</b>	<b>(166,552)</b>	<b>43,824</b>		<b>349,926</b>	<b>232,587</b>	<b>117,339</b>	<b>150%</b>	<b>67,284</b>
<b>Other Income/Expense</b>									
<b>Other Income</b>									
4200 - Impact Fee Income	7,742				407,041				
4500 - Grant/Reimbursed Expense Income	1,807				444,962				
4650 - Insurance Proceeds					366,200				
4910 - Interest Income - Impact Fees					3,948				
9900 - Gain/(Loss) on Asset disposal					5,600				
<b>Total Other Income</b>	<b>9,549</b>				<b>1,227,751</b>				
<b>Other Expense</b>									
5102 - Insurance Claim Expense					12,812				
<b>Total Other Expense</b>					<b>12,812</b>				
<b>Net Other Income</b>	<b>9,549</b>				<b>1,214,939</b>				

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

5:45 PM  
06/07/2022  
Accrual Basis

	May 31, 22	May 31, 21	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1010 - Treasury Cash				
1010.1 - Treasury Cash - General	1,205,927	1,347,988	-142,061	-11%
1010.2 - Treasury Cash - Reserve	347,494	302,494	45,000	15%
1010.3 - Treasury Admin Ins Proceeds	16,525	216,525	-200,000	-92%
1010.4 - Treasury Ins Proceeds Playtown	68,968	46,387	22,581	49%
1010.5 - Treasury Nelson Pool Funds	219,165	0	219,165	100%
<b>Total 1010 - Treasury Cash</b>	<b>1,858,079</b>	<b>1,913,394</b>	<b>-55,315</b>	<b>-3%</b>
1020 - Imprest Cash	1,000	399	601	151%
1030 - BofW - Merchant Acct.	244,356	18,180	226,176	1,244%
1031 - BofW Project INS PROCEEDS	304,477	69	304,408	441,171%
1040 - Fund 2610 - BAD	317,801	15,710	302,091	1,923%
1050 - Impact Fees	924,174	704,682	219,492	31%
<b>Total Checking/Savings</b>	<b>3,649,887</b>	<b>2,652,434</b>	<b>997,453</b>	<b>38%</b>
<b>Accounts Receivable</b>				
1210 - Accounts Receivable	-11,076	-16,620	5,544	33%
<b>Total Accounts Receivable</b>	<b>-11,076</b>	<b>-16,620</b>	<b>5,544</b>	<b>33%</b>
<b>Other Current Assets</b>				
1302 - FEMA Riverbend Claim A/R	2,839	2,839	0	0%
1316 - Prepaid Expenses/Debt Interest	6,864	7,574	-710	-9%
1320 - Umpqua Bank Project Fund	188,856	188,856	0	0%
<b>Total Other Current Assets</b>	<b>198,559</b>	<b>199,269</b>	<b>-710</b>	<b>-0%</b>
<b>Total Current Assets</b>	<b>3,837,370</b>	<b>2,835,083</b>	<b>1,002,287</b>	<b>35%</b>
<b>Fixed Assets</b>				
1410 - Land	627,494	627,494	0	0%
1420 - Buildings & Improvements	15,903,777	15,903,777	0	0%
1430 - Equipment & Vehicles	1,842,859	1,849,196	-6,337	-0%
1440 - Construction in Progress				
1448 - CIP Nelson SBF NE99	1,036,847	452,646	584,201	129%
1450 - CIP Feather River Trail FRT99	23,460	10,152	13,308	131%
1451 - CIP Playtown Bathroom Fire	525,622	521,424	4,198	1%
1452 - Nelson Field Improvments	52,908	0	52,908	100%
<b>Total 1440 - Construction in Progress</b>	<b>1,638,837</b>	<b>984,222</b>	<b>654,615</b>	<b>67%</b>
1499 - Accumulated Depreciation	-6,165,308	-5,433,828	-731,480	-13%
<b>Total Fixed Assets</b>	<b>13,847,659</b>	<b>13,930,861</b>	<b>-83,202</b>	<b>-1%</b>
<b>Other Assets</b>				
1500 - FMV Adjustments	15,666	35,865	-20,199	-56%
1550 - GASB 68 CalPERS Valuation	191,855	203,139	-11,284	-6%
<b>Total Other Assets</b>	<b>207,521</b>	<b>239,004</b>	<b>-31,483</b>	<b>-13%</b>
<b>TOTAL ASSETS</b>	<b>17,892,550</b>	<b>17,004,948</b>	<b>887,602</b>	<b>5%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	113,889	79,442	34,447	43%
<b>Credit Cards</b>				
2300 - Credit Cards Payable	3,177	788	2,389	303%
2350 - Supplier Accounts	320	12	308	2,567%
<b>Total Credit Cards</b>	<b>3,497</b>	<b>800</b>	<b>2,697</b>	<b>337%</b>
<b>Other Current Liabilities</b>				
2100 - Payroll Liabilities	119,101	72,248	46,853	65%
2210 - Accrued Debt Interest	0	0	0	0%
2400 - Deposits/Refunds to Customers	-400	3,878	-4,278	-110%
2405 - Deferred Revenue	32,247	23,852	8,395	35%
<b>Total Other Current Liabilities</b>	<b>150,948</b>	<b>99,978</b>	<b>50,970</b>	<b>51%</b>
<b>Total Current Liabilities</b>	<b>268,334</b>	<b>180,220</b>	<b>88,114</b>	<b>49%</b>
<b>Long Term Liabilities</b>				
2954 - Ford Motor Vehicle Loan	21,484	30,658	-9,174	-30%
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	1,074,605	70,352	7%
<b>Total Long Term Liabilities</b>	<b>3,615,285</b>	<b>3,807,177</b>	<b>-191,892</b>	<b>-5%</b>
<b>Total Liabilities</b>	<b>3,883,619</b>	<b>3,987,397</b>	<b>-103,778</b>	<b>-3%</b>
<b>Equity</b>	<b>14,008,930</b>	<b>13,017,550</b>	<b>991,380</b>	<b>8%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>17,892,549</b>	<b>17,004,947</b>	<b>887,602</b>	<b>5%</b>

Feather River Recreation & Park District  
 Detail Fixed Asset & Bonds  
 As of May 31, 2022

	Date	Source Name	Memo	Amount	Balance
<b>1010 - Treasury Cash</b>					<b>304,659</b>
<b>1010.3 - Treasury Admin Ins Proceeds</b>					<b>16,525</b>
Total 1010.3 - Treasury Admin Ins Proceeds					16,525
<b>1010.4 - Treasury Ins Proceeds Playtown</b>					<b>68,968</b>
Total 1010.4 - Treasury Ins Proceeds Playtown					68,968
<b>1010.5 - Treasury Nelson Pool Funds</b>					<b>219,165</b>
Total 1010.5 - Treasury Nelson Pool Funds					219,165
Total 1010 - Treasury Cash					<u>304,658</u>
<b>1031 - BofW Project INS PROCEEDS</b>					<b>304,477</b>
Total 1031 - BofW Project INS PROCEEDS					304,477
<b>1320 - Umpqua Bank Project Fund</b>					<b>188,856</b>
Total 1320 - Umpqua Bank Project Fund					188,856
<b>1410 - Land</b>					<b>627,494</b>
Total 1410 - Land					627,494
<b>1420 - Buildings &amp; Improvements</b>					<b>15,903,777</b>
Total 1420 - Buildings & Improvements					15,903,777
<b>1430 - Equipment &amp; Vehicles</b>					<b>1,842,859</b>
Total 1430 - Equipment & Vehicles					1,842,859
<b>1440 - Construction in Progress</b>					<b>1,585,928</b>
<b>1448 - CIP Nelson SBF NE99</b>					<b>1,036,847</b>
Total 1448 - CIP Nelson SBF NE99					1,036,847
<b>1450 - CIP Feather River Trail FRT99</b>					<b>23,460</b>
Total 1450 - CIP Feather River Trail FRT99					23,460
<b>1451 - CIP Playtown Bathroom Fire</b>					<b>525,622</b>
Total 1451 - CIP Playtown Bathroom Fire					525,622
Total 1440 - Construction in Progress					<u>1,585,929</u>
<b>2955 - Umpqua Bank Tax Exempt Bond A</b>					<b>-2,446,113</b>
	05/01/2022	BANK OF NEW YORK MELLON	2015A PRINCIPAL PAYMENT	56,269	-2,389,844
Total 2955 - Umpqua Bank Tax Exempt Bond A				<u>56,269</u>	-2,389,844
<b>2960 - Umpqua Bank Taxable Bond B</b>					<b>-66,000</b>
	05/01/2022	BANK OF NEW YORK MELLON	2015B PRINCIPAL PAYMENT	7,000	-59,000
Total 2960 - Umpqua Bank Taxable Bond B				<u>7,000</u>	-59,000
<b>4500 - Grant/Reimbursed Expense Income</b>					<b>-443,155</b>
	05/01/2022	BCOE	Pres Food Program BCOE	-1,807	-444,962
Total 4500 - Grant/Reimbursed Expense Income				<u>-1,807</u>	-444,962
<b>4650 - Insurance Proceeds</b>					<b>-366,200</b>
Total 4650 - Insurance Proceeds					-366,200

Feather River Recreation & Park District  
 Check Register  
 May 2022

6:41 AM  
 06/01/2022  
 Accrual Basis

Date	Num	Name	Memo	Credit
05/02/2022	91149	AFLAC	JRF86	1,989.20
05/02/2022	91150	BLUE SHIELD OF CALIFORNIA	4004625	10,049.18
05/02/2022	91151	HUMANA INSURANCE CO.	657103-001	89.60
05/02/2022	91152	PREMIER ACCESS	DENTAL POLICY	1,043.94
05/05/2022	91153	BRANDT, CLARENCE SONNY	BOD STIPEND	200.00
05/05/2022	91154	DELONG, SHANNON	BOD STIPEND	100.00
05/05/2022	91155	FOWLER, SCOTT KENT	BOD STIPEND	100.00
05/05/2022	91156	ROCCHI, STEVE	BOD STIPEND	200.00
05/05/2022	91157	THOMAS, DEVIN	BOD STIPEND	100.00
05/05/2022	91158	BANKCARD CENTER	STATEMENT 6804	2,188.79
05/05/2022	91159	COMCAST	Acct#8155600190189780 PHONE/INTERENT	478.22
05/05/2022	91160	ALL THINGS CLEANING	PARKS RESTROOMS JANITORIAL	5,950.00
05/05/2022	91161	BANK OF NEW YORK MELLON	UMPQUA LOANS 2015a 2015b	83,861.42
05/05/2022	91162	AT&T - CALNET	9391062122	22.56
05/05/2022	91163	BANKCARD CENTER	STATEMENT 4607	1,679.68
05/05/2022	91164	BSN SPORTS US GAMES	SOFTBALL BASES	1,644.80
05/05/2022	91165	CALF. WATER SERVICE	Acct 520857777 3/11/22-4/12/22	8,964.04
05/05/2022	91166	CARTER LAW OFFICE	LEGAL SERVICES	517.50
05/05/2022	91167	COMCAST	Acct# 8155 60 019 0233893	183.37
05/05/2022	91168	Costco	ANNUAL MEMBERSHIP	60.00
05/05/2022	91169	Dept. of Motor Vehicles	TRAILER LICENSE 4RR6110	10.00
05/05/2022	91170	EARL'S PLUMBING	PLUMBING REPAIR	1,002.70
05/05/2022	91171	Fairhill Backflow	PARK BACKFLOW TESTING	540.00
05/05/2022	91172	FEATHER RIVER AIRE	SWAMP COOLER SERVICE	1,245.00
05/05/2022	91173	JACKSON'S GLASS	REPAIR TRUCK WINDOW	309.13
05/05/2022	91174	LIMEY TEES	SHIRTS/HATS	575.57
05/05/2022	91175	P.G. & E.	7241369682-3 3/23/22-4/21/22	11,221.38
05/05/2022	91176	Ray's General Hardware	MISC SUPPLIES	515.39
05/05/2022	91177	ROMERO, SHAWN	REFUND SP60 NE7	260.00
05/05/2022	91178	SOUTH FEATHER WATER & POWER	007771-000	66.92
05/05/2022	91179	Tractor Supply Co.	TRACTOR SUPPLY STATEMENT	483.80
05/05/2022	91180	VERIZON WIRELESS	WIRELESS PHONES 842045253-00001	25.00
05/05/2022	91181	WAL-MART CAPITAL ONE	STATEMENT 638691	115.78
05/05/2022	91182	BERG, LARRY.	GAS FOR EQUIPMENT	9.78
05/05/2022	91183-221	PAYROLL	PAYROLL ITEMS	31,594.65
05/19/2022	91222	AISPURO, MARCO	DOJ REIMBR	68.00
05/19/2022	91223	BERG, LARRY.	DOJ REIMBURSMENT	68.00
05/19/2022	91224	DOUTHIT, JUSTIN.	DOJ REIMBR	68.00
05/19/2022	91225	GILMORE, CRISTA.	DOJ REIMBR	68.00
05/19/2022	91226	GOGGIN, BRIDGET	DOJ REIMBR	68.00
05/19/2022	91227	JACKSON, CLIFFTON.	DOJ REIMBR	68.00
05/19/2022	91228	KEENEY, BRYCE.	DOJ REIMBR	68.00
05/19/2022	91229	ODOR, JACOB	DOJ REIMBR	68.00
05/19/2022	91230	TINKO, ERICA	DOJ REIMBR	68.00
05/19/2022	91231	VALENCIA, ESTELA.	EXPENSE REIMBR	41.35
05/19/2022	91232	VELASQUEZ, JOE	DOJ REIMBR	68.00
05/19/2022	91233	Bassett, Brian	5/13/22 CONCERT	250.00
05/19/2022	91234	GARCIA, LON	5/27/22 CONCERT	250.00
05/19/2022	91235	MILAND, THEODORE	5/20/22 CONCERT	250.00
05/19/2022	91236	TCHUDI, STEVE	BAND CONCERT 5/6/22	250.00
05/19/2022	91237	ADVANCED DOCUMENTS	POSTAGE MACHINE SERVICE	21.44
05/19/2022	91238	ALPINE PORTABLE TOILET SERVICE	PORTABLE TOILETS RIVERBEND	2,012.37
05/19/2022	91239	BANK OF NEW YORK MELLON	2 LOANS ANNUAL FEE	2,000.00
05/19/2022	91240	BRIGGS CAR CARE CENTER	TRUCK DIAGNOSIS	173.94
05/19/2022	91241	COMP	PREEMPLOYEEMENT SCREEN	190.00
05/19/2022	91242	CRESCO EQUIPMENT RENTALS	RENTAL HIGHWEED MOWER	265.14
05/19/2022	91243	DAWSON OIL COMPANY	62765 FUEL	3,345.72
05/19/2022	91244	EWING	IRRIGATION SUPPLIES	2,402.88
05/19/2022	91245	FASTENAL	DRILL BIT	26.62
05/19/2022	91246	Golden Bear Alarms	QTRLY ALARM FBT	109.50
05/19/2022	91247	GRINDLINE SKATEPARKS	SKATEPARK MEETING	1,800.10
05/19/2022	91248	HOBBS PEST SOLUTIONS, INC.	PEST CONTROL	200.00
05/19/2022	91249	Huntington's Sportsman's Store	CLOTHING ALLOWANCE	155.86
05/19/2022	91250	Industrial Power Products	MISC SUPPLIES	191.62
05/19/2022	91251	JC NELSON SUPPLY	MISC SUPPLIES	582.92
05/19/2022	91252	LES SCHWAB TIRES	TRUCK MAINT	1,065.36
05/19/2022	91253	Lincoln Aquatics	POOL CHEMICALS	2,129.81

Date	Num	Name	Memo	Credit
05/19/2022	91254	MAZES CONSULTING	IT SUPPORT/SUBSCRIPTIONS	1,518.17
05/19/2022	91255	MELTON DESIGN GROUP	RIVERBEND REC BLDG	1,007.25
05/19/2022	91256	MJB Welding Supply	MISC SUPPLIES	83.31
05/19/2022	91257	Oroville Cable & Equipment	CHAIN	543.42
05/19/2022	91258	OROVILLE POWER EQUIPMENT	MISC SUPPLIES	536.99
05/19/2022	91259	RECOLOGY BUTTE COLUSA COUNTIES	TRASH ALL SITES	2,087.57
05/19/2022	91260	RIEBES AUTO PARTS	TRUCK MAINT	88.17
05/19/2022	91261	SHARP'S LOCKSMITHING	LOCKS/KEYS	619.45
05/19/2022	91262	Staples	STAPLES STATEMENT 3721	289.51
05/19/2022	91263	Sunrise Environmental Scientific	JANITORIAL SUPPLIES	1,677.52
05/19/2022	91264	TWSD	4-112.01 WATER NELSON	504.37
05/19/2022	91265	WESTERN BAT SPECIALISTS	PEST INSPECTION	65.00
05/19/2022	91266	CINTAS	FIRST AID KITS	152.10
05/19/2022	91267	AVERY'S	TRUCK MAINT	375.85
05/19/2022	91268	D & G Sports Inc.	CHALK	279.39
05/19/2022	91269	WAL-MART CAPITAL ONE	STATEMENT 638691	1.74
05/19/2022	91270	Williams Electric Company, Inc	ELECTRICAL WORK NELSON	3,961.17
05/19/2022	91271	Bello, Beth	INSTRUCTOR FITNESS	108.00
05/19/2022	91272	BURLESON, HARRY	INSTRUCTOR FITNESS	364.00
05/19/2022	91273-319	;PAYROLL	PAYROLL ITEMS	37,123.70
<b>TOTAL</b>				<b><u>237,178.71</u></b>



**RESOLUTION NO. 1991-21**

**A RESOLUTION APPROVING ENGINEER'S REPORT,  
CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF ASSESSMENT  
FOR FISCAL YEAR 2022-23 FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT  
DISTRICT OF THE FEATHER RIVER RECREATION AND PARK DISTRICT**

**RESOLVED**, by the Board of Directors of the Feather River Recreation and Park District (the "Board"), State of California, that

**WHEREAS**, on July 24th, 2002 by its Resolution No. 820-02, this Board ordered formation of a landscaping and lighting district pursuant to the Landscaping and Lighting Act of 1972 (Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof) (the "District").

**WHEREAS**, the purpose of the District is for the installation, maintenance and servicing of the improvements described in the annual Engineer's Report; and

**WHEREAS**, by its Resolution No. 1899-19, A Resolution Directing Preparation of the Engineer's Report for the Continuation of the Park Maintenance and Recreation Improvement District of the District, this Board designated SCI Consulting Group as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972, Streets and Highways Code 22500, and Article XIID of the California Constitution; and

**WHEREAS**, the first Engineer's Report for Fiscal Year 2002-03 described how the assessment district would be established, determined the uses of the assessment funds, established the methodology by which the assessments would be applied to properties in the District, established that the assessment is subject to an annual adjustment tied to the annual change in the Consumer Price Index for the San Francisco Bay Area, and stated that the assessment would continue year-to-year until terminated by the District Board of Directors; and

**WHEREAS**, although the methodology by which the assessments are applied to properties in the District does not change from year to year, a new Engineer's Report is prepared each year in order to establish the CPI adjustment for that year; the new maximum authorized assessment rate for that year; the budget for that year; and the amount to be charged to each parcel in the District that year, subject to that year's assessment rate and any changes in the attributes of the properties in the District, including but not limited to use changes, parcel subdivisions, and/or parcel consolidations; and

**WHEREAS**, the report was duly made and filed with the Secretary of the Board and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that June 28th, 2022 at the hour of 5:30 p.m., or as soon after as practical, at the Feather River Recreation and Park District Office, 1875 Feather River Blvd., Oroville, California 95965, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and



**WHEREAS**, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of assessment were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the continuation of assessment and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof;

**WHEREAS**, the assessment is being levied without regard to property valuation of the properties involved; and

**NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED, that:**

1. The public interest, convenience and necessity require that the continuation be made.
2. The District benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Secretary of the Board, which map is made a part hereof by reference thereto.
3. The Engineer's Report as a whole and each part thereof, to wit:
  - (a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;
  - (b) the diagram showing the assessment district, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the District; and
  - (c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the District in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto; are finally approved and confirmed.
4. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.
5. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2022-23 is hereby continued. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.
6. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of



the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.

7. Upon the adoption of this resolution, but in no event later than the second Monday in August following such adoption, the Secretary of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Butte. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment, in accordance to Streets and Highway Codes 22645 et seq. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Feather River Recreation and Park District.
8. Upon receipt of the moneys representing assessments collected by the County, the General Manager shall deposit the moneys in the District Treasury to the credit of the improvement fund previously established under the distinctive designation of the District.

**DULY AND REGULARLY ADOPTED** by the Governing Board of the Feather River Recreation and Park District this 28th day of June, 2022 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Attest: \_\_\_\_\_  
Steven Rocchi, Chairperson

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





## STAFF REPORT

**DATE: JUNE 28, 2022**

**TO: FRRPD BOARD OF DIRECTORS**

**FROM: DEBORAH PELTZER, BUSINESS MANAGER**

**RE: 2022-23 FISCAL YEAR APPROPRIATIONS LIMIT**

### SUMMARY

State law requires that the Appropriations Limit be calculated annually. The appropriations limit is made available to the public, in accordance with state law.

The 2022-23 Appropriations Limit at \$3,668,021, based on the factors provided by the State Controller. These factors are the percentage change in California per capita income and the percent change in the population in the County of Butte.

### RECOMMENDATION

Approve 2022-23 Appropriations Limit

### ATTACHMENTS

Calculation details and resolution.



**RESOLUTION NO. 1992-22**

**A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS  
ADOPTING THE 2022-2023 APPROPRIATIONS LIMITATIONS**

**WHEREAS**, California's state appropriations limit (SAL)--originally established by Proposition 4 in 1979-- places an "upper bound" each year on the amount of monies that can be spent from state tax proceeds. The SAL itself grows annually by a population and cost-of-living factor and;

**WHEREAS**, Most state appropriations are subject to the SAL. However, the law does exempt certain types of appropriations from the SAL, including capital outlay, local government subventions, and debt service and;

**WHEREAS**, Tax proceeds in excess of the SAL over a two-year period must be equally split between rebates to taxpayers and expenditures on education and;

**WHEREAS**, The SAL has not been a constraint throughout the 1990s. In recent years, however, California's strong revenue performance has caused the "room" under the limit to shrink and;

**WHEREAS**, Article XIII B of the California Constitution specifies that appropriations made by government entities may increase annually by the change in population and the change in California capita income, or the change in the local assessment roll, and

**WHEREAS**, the CPI Factor of 7.55 and population change -6.24 for the City of Oroville total ratio of change factor 1.0084 (as shown on Exhibit A) and is used by Feather River Recreation and Park District to determine its appropriation limitation for 2022-2023.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Directors of the Feather River Recreation and Park District, pursuant to Government Code Section 7910, adopt the 2022-2023 appropriation limitation of \$3,668,021. Said limitation was determined by the following formula:

<b>Previous Fiscal Year</b>		<b>2022-2023</b>
<b>Appropriation</b>	<b>Ratio of Change</b>	<b>Appropriation</b>
Limitation	Adjustment Factor	Limitation
\$3,637,507	1.0084	\$3,668,021



**ASSESSED AND ADOPTED** at a Regular Board Meeting of the Board of Directors of the Feather River Recreation and Park District on the 28<sup>th</sup> day of June 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain

Attest: \_\_\_\_\_  
Steven Rocchi, Chairperson

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



**Feather River Rec and Park District Appropriation Limit Fiscal Year:  
2022-2023  
EXHIBIT A**

**Appropriations Limit Calculation**

Per Capita Cost of Living Change	7.55	
Population Change Oroville	-6.24	
Per Capita converted to ratio +100/100	100	1.0755
Population converted to a ratio +100/100	100	0.9376
<b>Adjustment Factor</b>		<b>1.0084</b>

<b>2021-2022</b>	<b>FACTOR</b>	<b>2022-2023</b>
<b>\$3,637,507</b>	<b><u>1.0084</u></b>	<b>\$3,668,021</b>

**State Constitution Limits State and Local Appropriations.** Proposition 4 (1979) added Article XIII B to the Constitution, which established an appropriations limit on the state and most local governments. These limits are also referred to as “Gann Limits” in reference to one of the coauthors. The fundamental purpose of the Gann Limit is to keep real (inflation adjusted) per person government spending under 1978-79 levels. The measure requires that a complex series of calculations be performed each year to compare appropriations to the limit. If in two consecutive years the state has revenues that cannot be appropriated because of the limit—meaning the state has “excess revenues”—the Constitution requires the excess to be split between taxpayer rebates and additional Proposition 98 spending.

The Gann Limit aka Appropriation Limit was approved on November 6, 1979, by California voters. Under the Gann Limit, a maximum amount is established for tax-funded government services. That amount is to be adjusted each year depending on changes in state population, inflation and the transfer of financial responsibility for various government activities from one level of government to another. Any significant amount of state tax revenue received above that Gann Limit is to lead to future tax rebates or tax cuts.



## STAFF REPORT

**DATE: JUNE 28, 2022**

**TO: BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: TURF MAINTENANCE SERVICES**

### SUMMARY

Annual income for the FRRPD has been historically lower than is required to adequately maintain all of the parks and recreation facilities owned by the District. Most of the work required by the maintenance department is turf mowing and trimming. The attached estimate from Dawson Landscaping includes turf maintenance for two of the largest parks in the District; Nelson Sports Complex and Riverbend Park. Outsourcing this work would provide much needed time for the District to better focus on adequately maintaining facilities and to address deferred maintenance. It would also cause less wear on District owned equipment.

### FISCAL IMPACT

\$81,270 a year for the first year with a rise in cost each year according to the Consumer Price Index. The attached estimate is for a 5-year contract. A Maintenance III position recently resigned from the department. The current organization of staff teams within the maintenance department does not require the need to hire another Maintenance III position. This would help cover the cost of the turf maintenance. The District could hire two part time staff for the same cost but it has been difficult to hire and retain employees for part time work. Staff will provide more detail in cost comparison at the board meeting.

### RECOMMENDATION

Give direction to the General Manager to approve the estimate from Dawson Landscaping at \$6,772.50 a month for turf maintenance at Nelson Sports Complex and Riverbend Park or enter into contract with another maintenance service for a lower cost. Another two competitive bids are expected prior to the June 28th board meeting.



# DAWSON

— LANDSCAPING —

1444 Nord Ave.  
Chico, Ca. 95926

## Estimate

Date	Estimate #
6/9/2022	1551

Name / Address
FRRPD 1875 Feather River Blvd. Oroville, Ca. 95965

CSLB #947019 DIR # 100054365					Project
Description	Qty	Rate	Amount	MARKUP	Total
<p>This bid has 2 line items. 1 line item is for Nelson park and the other for Riverbend Park. The prices listed below are structured for a (5) year contract. Price includes partial payoff of Toro 7500-D series 144" mower that will be required to mow the large fields in a approximate amount of labor hours. If you have questions please give me a call. (We are not bidding to fertilize, pick up trash/debris/leaves, spray weeds, check irrigation etc. If a head is broken by our machines we are not responsible to repair. We will do our best to avoid breaking any heads). Again the prices listed below is based on a 5 year contract and the price listed is the monthly price due after each month. We recognize (6) holidays a year and average (48) visits per year. We have to bid a complete 12 months a year to justify the equipment and capital investments costs. Our crews will be a (two man crew) we will edge, mow and blow each week. Weeks that have less mowing we will spend more time blowing leaves as needed. It should be noted that the full rate of CPI (Consumer Price Index) will be added to the contract each contract year. The CPI will be taken from the BLS (Bureau of Labor Statistics). If fuel rates climb more then \$1.50 per gallon from the start of the (5) year contract a fuel surcharge will added based upon the equipment manufacturers fuel usage rates. Our trucks will primarily be switching to gas as the cost of diesel and DEF fluid continue to rise. Our truck fuel surcharge rates will based off of miles driven from and to Chico if required. If battery equipment is required during the (5) year contract there will not be extra fees added as we are only blowing off debris generated by our crews. String trimmers will not add cost either. We may need to</p>					
Thank you for allowing us to bid your project.		Phone #	530-343-0384	<b>Total</b>	



# DAWSON

— LANDSCAPING —

1444 Nord Ave.  
Chico, Ca. 95926

## Estimate

Date	Estimate #
6/9/2022	1551

Name / Address
FRRPD 1875 Feather River Blvd. Oroville, Ca. 95965

CSLB #947019 DIR # 100054365
---------------------------------

Project

Description	Qty	Rate	Amount	MARKUP	Total
come to a plug in agreement but costs will not be incurred to Dawson for charging equipment if the new law requires battery operated equipment to be used.					
Nelson Park- Price includes weekly mowing, edging and blowing off of debris caused by our services only.		0.00	0.00	3,001.50	3,001.50
Riverbend Park- Price include weekly mowing, edging and blowing off of debris caused by our services only.		0.00	0.00	3,771.00	3,771.00
Thank you for allowing us to bid your project.	Phone #	530-343-0384	<b>Total</b>		\$6,772.50



## STAFF REPORT

**DATE: JUNE 28, 2022**

**TO: BOARD OF DIRECTORS**

**FROM: SHAWN ROHRBACKER, GENERAL MANAGER**

**RE: RIVERBEND BEARS AND BOULDER CLIMBING PLAY AREA RENOVATIONS**

### SUMMARY

\$15,000 was originally allocated for the project and the quote was closer to \$11,000. The ropes for the climbing area were going to be installed by District maintenance staff. Adding the rope installation has put the quote at \$15,997. Labor and material has also increased a small amount since initial quote. A required 50% deposit has been made for the contractor to start the work on June 28th. It will take 2 to 3 days to complete.

### RECOMMENDATION

Allocate the additional \$997 to the project. The project is being funded through the remainder of the Riverbend insurance fund. If the added amount is not approved, some part of the project will have to be removed from the scope of work.





Quotation prepared by: Jeff Hatcher

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: \_\_\_\_\_

**THANK YOU FOR YOUR BUSINESS!**



## MAY 2022 DEPARTMENT UPDATES

### Childcare Services

*Estela Valencia – Director of Children’s Services*

**Preschool Enrollment:** 27 Preschool

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

May was a super busy month. Our preschool class participated in a graduation ceremony. There were 12 children who completed a full year of preschool and will be moving on to kindergarten in the fall. We are all super proud of them. **Current events/project:**

Director and Assistant are working on planning summer camp activities and recruiting Summer Camp Rec Leaders. Camp registration began May 1st with good registration numbers the first week.

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

Summer Camp June 6th - August 12th will be held at Nelson Avenue Middle School. There are four Aquatic center field trips scheduled for the summer.

**Acknowledgements for staff/other organizations:** Zerimar Ramirez will be moving on to a new job in August. We appreciate the eight years she fully committed to your preschool program and summer camps. She will be missed, and we wish her the best. Thank you, ZEE!

### Parks & Maintenance

*Joe Valencia – Interim Park Supervisor*

#### **Spring/Summer Maintenance Schedule:**

Mow Schedule:

Monday: Nelson Sports Complex

Tuesday: Nolan Sports Complex

Wednesday: MLK/Palermo

Thursday: Riverbend

Friday: Tennis/Skatepark/AC

Mow team alternates between crew members weekly. Team members not on mow team are responsible for weed eating, edging, blowing, spraying. Other maintenance tasks and trash.

Field preparations:

Monday/Wednesday: Riverbend Soccer

Monday/Tuesday/ Friday: Nelson Adult Softball

The list below is additional work completed on top of their normal weekly maintenance schedule.

#### **Riverbend Park:**

- Irrigation repairs throughout park
  - Fixing broken lines from tree planting
  - Main water line in front of little bear repaired and restrooms opened.
  - Dog park weeds are cut

#### **Tennis Courts:**

- water line repaired
- multiple sprinklers repaired





## MAY 2022 DEPARTMENT UPDATES

- Fitness/Dance and Martial Arts Classes
  - Karate w/Sensei Jackson                      May:            45 registered participants
  - Karate w/ Bryce Keeney                      May:            11 registered participants
  - Judo w/Harry Burleson                      May:            10 registered participants
  - Junior Judo w/ Harry Burleson              May:            3 registered participants
  - Adult Jujitsu w/ Harry Burleson            May:            1 registered participant
  - Line Dancing w/ Cindy                      May:            44 memberships
  - U-Jam Fitness w/Lori                      May:            8 memberships
- Youth Sports
  - Jr Giants
    - 156 Registered Participants
  - Registration open for Youth Tennis Lessons
    - Ages 5-18
- Adult Sports
  - Softball (Summer League)
    - Summer League June 13, 2022
    - Men's, Coed & Church divisions offered.
      - 7 Men's                      9 Coed                      3 Church
  - Cornhole
    - Working with Victoria to provide recreational cornhole in a variety of settings.
  - More Pickleball workshops being scheduled.
    - July 2022
- Aquatics
  - Palermo Pool
    - Opening Day – June 6<sup>th</sup>
    - Swim Lessons – June 13<sup>th</sup> (4 2-week sessions)
    - Private Rentals Available
  - Nelson Pool closed due to construction.
    - Scheduled to be completed in July 2022
    - Will effect swim lesson schedule
      - No lessons provided at Nelson for first 3 sessions
- Recruitment
  - Adult Softball Umpire
    - Losing an umpire in July
  - Lifeguards & Swim Instructors
    - 8 Lifeguards on payroll as of June 1<sup>st</sup>.
    - Will need more guards when Nelson construction is complete
  - Office Positions
    - Recreation Supervisor – Justin's last day: June 29, 2022
    - Recreation Coordinator
    - Recreation Specialist



## MAY 2022 DEPARTMENT UPDATES

### Administration, Events & Marketing

*Victoria Anton – Executive Administrator*

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

- Administration:
  - Summer event and Program Promotion
  - Summer Event Reservations in District Parks
  - Security code changes and key distribution
  - Past Due Account Review and Adjustments
  - Cornhole League Sponsorships & Equipment Purchases
- Events & Marketing:
  - Bangor Concerts in the Park July 1<sup>st</sup> : The Crawlers
  - Feather River Show & Shine at Riverbend Park July 9<sup>th</sup> & 10<sup>th</sup> 10am - 6pm
    - Vendors, Beer & Wine Garden, Contests, Food Trucks, Live Concerts, Raffles
  - Fall Concerts in the Park – Saturdays September 10<sup>th</sup> through October 22<sup>nd</sup>

#### **Completed Projects:**

- Meetings/Representing FRRPD
  - Explore Butte County
  - Palermo Community Council/Forbestown Advisory Council
  - Oroville Tourism Committee
- Events & Marketing:
  - Ishi Hills Middle School Graduation Ceremony at Riverbend Park
  - Central Middle School Graduation Ceremony at Riverbend Park
  - Berry Creek Community Concert & Fundraising Event at Riverbend Park
  - Advertising for Employee Recruitment