



DEPARTMENT OF PARKS AND RECREATION
Sierra District
PO Box 266
Tahoma, CA 96142
(530) 525-7232

Lisa Ann L. Mangat, Director

March 3, 2017

Supervisor Jeff Engel
Eastern Plumas Recreation District
520 Main Street, Room 309
Quincy, CA 95971

Dear Supervisor Engel:

As we discussed on February 17, 2017 the Eastern Plumas Recreation District (EPRD) is now under the Plumas County Board of Supervisors until two new Board Members are appointed on March 7, 2017. In reviewing the EPRD Operating Agreement at the Plumas-Eureka Ski Bowl we have found a few provisions that the EPRD has failed to perform. The EPRD has until May 1, 2017 to correct these failures or they will be in default and breach of this Agreement.

1. Section 9 – Records and Accounts

- a. EPRD has failed to submit Annual Revenue and Expenditures Report since 2011. This report should have been filed with the State no later than the following September of each year. Please submit Annual Revenue and Expenditure Reports for 2011, 2012, 2013, 2014, and 2015.
- b. EPRD has failed to provide annual attendance reports. The reports should have been submitted with the Annual Revenue and Expenditures Report. Please provide annual attendance reports for 2011, 2012, 2013, 2014, and 2015.

2. Section 11 – Insurance

- a. EPRD has failed to maintain Liability Insurance and Fire Insurance.

In order to continue the planned winter events at the Plumas-Eureka Ski Hill the Plumas Ski Club has entered into a Special Event Permit with us. They will be in charge of the Long Board Races and Sledding Days left this season. Their insurance will cover these events. The EPRD cannot be in charge of these events or do any work on the ski hill without having insurance.

I would like to meet with you and the EPRD Board of Directors after March 12, 2017 to discuss the Operations and Facility Management Plan. Please call me at 530-525-9523 so we can set up a time to discuss the plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Marilyn Linkem". The signature is written in a cursive style with a large initial "M".

Marilyn Linkem,
Department of Parks and Recreation
Sierra District Superintendent

Attachments:

Operating Agreement – Eastern Plumas Recreation District – Plumas-Eureka Ski Bowl
Business and Management Plan, November 2012

Cc: Jared Zucker, Department of Parks and Recreation, Concessions Program
Manager
Kevin White, Department of Parks and Recreation, Concessions Specialist
Justin Milami, Department of Parks and Recreation, District Administrative
Officer
Gayle Bohlmann, Department of Parks and Recreation, Staff Services Analyst