



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room A
Wednesday, May 08, 2019, 6:00 pm

Members of the public may comment on Agenda items at the time the item is presented. Speakers may comment on items not listed on the Agenda under Public Comment. Comments should be limited to a maximum of three (3) minutes. State Law prohibits the PRPD Board of Directors from acting on items not listed on the agenda. Please notify the meeting clerk prior to the start of the meeting if you wish to be heard.

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll Call
- 1.3. Welcome Guests: Veronica Alvarez, Disaster Case Worker and Norma Garcia, Special Programs Manager for California Human Development
- 1.4. Special Presentations: Representatives from the California Human Development will provide a brief overview of their organization.

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes: Regular Meeting of April 10, 2019
- 3.2. Correspondence:
 - a. Butte Local Agency Formation Commission [LAFCO] Election results for Special District Regular Enterprise Member
 - b. Butte Local Agency Formation Commission [LAFCO] Extraterritorial Service Extension approval
- 3.3. Payment of Bills/Disbursements (Warrants and Checks Report)
Check #049405 to and including #049514 in the total amount of \$63,454.18 with no refunds or void checks reported.
- 3.4. Information Items (Acceptance only):
 - a. Draft Safety Committee Meeting Minutes for April 18, 2019

4. COMMITTEE REPORTS - NONE

5. DISTRICT MANAGER'S REPORT

- 5.1. District Report (Manager's Report)

6. CLOSED SESSION

- 6.1. Pursuant to California Government Code Section 54956.8 Potential interest in real estate negotiations related to (1) Paradise Community Village; (2) park expansion 6667 Nedry Drive, Paradise, CA., potential property near Noble Park, 1489 Pearson Road, Paradise, CA., and potential property located in Magalia, CA.

7. REPORT ON CLOSED SESSION

8. OLD BUSINESS

- 8.1. Committee Assignments - At the direction of the Board Chairperson, the Board will re-evaluate the 2019 Standing Committee assignments for possible revisions.

Recommendation: Review assignments for possible revisions.

- 8.2. Camp Fire Recovery - Staff will provide an update on District actions following the Camp Fire. This provides basic information as to the status of District resources and our responses. In addition, this update touches on the quickly moving opportunities and partnerships that are forming. These changes point to the need to accelerate our strategic planning and direction.

Recommendation: Staff recommends that the BOD 1) review current District actions; and 2) approve in concept the exploration of Post-Camp Fire opportunities.

9. NEW BUSINESS

- 9.1 CARPD is soliciting any qualified candidates interested in serving on the CARPD Board of Directors. Nominees must be individuals affiliated as Board of Directors, employees, or otherwise, with active members in good standing. Any member district wishing to submit a nomination should submit a letter of nomination and a copy of its Board resolution. Deadline is Friday, May 17, 2019.

Recommendation: Submit nomination by deadline or decline invitation.

10. BOARD COMMENT

11. ADJOURNMENT

Adjourn to the next regular meeting on June 12, 2019 at 6:00 p.m., in Conference Room A, at the Terry Ashe Recreation Center (6626 Skyway, Paradise, California).



In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate in the meeting, please contact the District Administrative Office at 530-872-6393 or info@paradisepd.com at least 48 hours in advance of the meeting.

004601

Paradise Recreation and Park District
Board of Directors Regular Meeting
 Terry Ashe Recreation Center, Room A
 April 10, 2019

MINUTES

The regular meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Mary Bellefeuille at 6:01 p.m.

1. CALL TO ORDER:

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

Present: Chairperson Mary Bellefeuille, Vice Chairperson Al McGreehan, Secretary Robert Anderson, Director Julie Van Roekel, and Director Rodowick

ABSENT: None

PRPD STAFF:

District Manager Dan Efseaff, Park Supervisor Mark Cobb, Recreation Supervisor Jeff Dailey, Administrative Assistant/Finance Catherine Merrifield, and Administrative Assistant/Management Colleen Campbell.

1.3 WELCOME GUESTS:

Seeing no guests present. Chairperson Bellefeuille welcomed staff to the meeting.

1.4 SPECIAL PRESENTATIONS: None

2. PUBLIC COMMENT: None

Chairperson Bellefeuille directed the Board's attention to the Consent Agenda and asked if any items needed to be removed and heard separately.

3. CONSENT AGENDA

3.1 Board Minutes:

- a. Regular Meeting of March 12, 2019
- b. Special Meeting of March 26, 2019

3.2 Correspondence: None

3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #049309 to and including #049404 in the total amount of \$180,437.66 with no refunds or void checks reported.

Vice Chairperson McGreehan asked that item 3.3 Payment of Bills/Disbursements (Warrants and Checks Report) be removed and heard separately.

The Board concurred and Chairperson Bellefeuille stated she would entertain a motion on the remaining Consent Agenda.

MOTION:

Director Van Roekel moved that the PRPD Board of Directors approve the remaining Consent Agenda as presented. The motion was seconded by Director Rodowick and carried unanimously with 5 ayes.

AYES: Bellefeuille, McGreehan, Anderson, Van Roekel, and Rodowick

NOES: None

ABSTENTIONS: None

ABSENT: None

Chairperson Bellefeuille directed the Board's attention to item 3.3, Payment of Bills/Disbursements (Warrants and Checks Report) and asked that Vice Chairperson McGreehan comment.

Vice Chairperson McGreehan directed the Board to item 3.3 on page 11 of the Board Packet and asked for clarification on what the District budgeted for elections.

District Manager Efseaff reported the District budgeted \$40,000.00 and is well within the limit to take care of the \$31,908.70 election fee for the 2018 election cycle.

The Board also asked for clarification on the AT&T and Verizon payments. District Manager Efseaff reported these payments are for the temporary phone service at the Rio Lindo office. Administrative Assistant/Finance Catherine Merrifield also reported that these expenses are being coded as reimbursable resulting from the Camp Fire.

Seeing no further discussion, Chairperson Bellefeuille stated she would entertain a motion on item 3.3 Payment of Bills/Disbursements (Warrants and Checks Report)

MOTION:

Vice Chairperson McGreehan moved that the PRPD Board of Directors approve Consent Agenda item 3.3 Payment of Bills/Disbursements (Warrants and Checks Report) as presented. The motion was seconded by Director Van Roekel and carried unanimously with 5 ayes.

AYES: Bellefeuille, McGreehan, Anderson, Van Roekel, and Rodowick

NOES: None

ABSTENTIONS: None

ABSENT: None

4. COMMITTEE REPORTS - None

5. REPORTS

5.1 District Report (Manager's Report)

District Manager Efseaff summarized the written report presented to the Board.

1. CAPRI Dividend – Staff reported that the District received a dividend check from CAPRI in addition the District received notification from workers' compensation that two long term claims have successfully closed as of March 31, 2019.
2. Demographics – Staff provided demographic studies on four locations within the District. These studies provide market data for programming, opportunities for new markets, and strategic plans on capital improvements. While this utilizes pre-fire data, these may help the District conceive future plans and a baseline for returning population.

Finance Report

The Board and staff had open discussion concerning the financial reports and percentage of items that are over budget due to recovery efforts. The Board recognized the receipt of the revised Profit and Loss statement.

Administrative and Visitor Services

Staff reported that Marc Grosso of Raymond James Financial Services, manager of the District's 457 plan, will be transferring the District's account to another Raymond James broker as Mr. Grosso is relocating to the Southern California area.

Parks (Maintenance and Operations)

Park Supervisor Mark Cobb provided a brief oral report supplementing the written information presented to the Board. He expressed his gratitude to the Maintenance staff for their hard work and dedication to the District in response to the aftermath of the Camp Fire.

Mr. Cobb also provided a brief update on the recovery of the parks:

- Terry Ashe Recreation Center - currently accepting reservations.
- Upper Bille Park - Weather permitting, CCC will provide manpower to replace damaged fencing, clear trails, trees and brush.
- Landscape and Vegetation - Staff is working to restore landscape and vegetation to pre-fire conditions.
- Procurement - Staff will begin utilizing a non-profit governmental agency to provide free procurement services through cooperative contracts. This will help streamline the District's procurement process and provide one more source for obtaining the lowest prices.

Programs

Recreation Supervisor Jeff Dailey provided a brief oral report supplementing the written information presented to the Board.

004604

- Easter Egg Hunt – is scheduled for Saturday, April 13, 2019 at the Terry Ashe Recreation Center.
- Gold Nugget Craft Faire - will be held on April 27, 2018 for a one-day event at the Terry Ashe Recreation Center. Staff has received a lot of interest from the community.
- Staff continues to provide drop-in basketball programs at Pine Ridge Gym on Wednesday nights and at Cedarwood Gym on Friday nights.
- Grant - Staff received an informal announcement that our partners with the Feather River Center apparently received a partial grant to provide transportation for the District. The Feather River Center is putting on a Wild and Scenic Film Fest in Oroville on June 8th and is exploring the option of using the Wild and Scenic Film Festival to help fund access to the Forebay for Paradise youth and families.
- Also, the District is in line to receive \$7,000.00 of recreation and sports equipment from the Good Sports Grant.

Outreach and Development

District Manager Efseaff reported:

- Youth Service Providers Summit – Will be held at the Terry Ashe Recreation Center on June 17th. District Manager Efseaff stated he is in communication with the organization, Outdoor Education for All (OEFA), concerning the potential partnership with various programs around the county and potential funding sources. There may be potential to bring together a group for collaboration to discuss youth services and needs in June.
- Paradise Pines Property Association – This organization is recuperating post-fire. District staff reached out to them for potential programming at their site. Due to legal restrictions they are not able to their facilities to non-members of the Association.
- Butte County Public Health – May be interested in a variety of community improvements including increased walkable/bikeable pathways, shared use options with other activity facilities in the area, etc. Some of these are of particular interest to the District.
- Butte Creek Project – CSU Research Foundation is interested in potentially partnering with us and River Partners to transform the Butte Creek Ecological Preserve into an educational site around fire restoration and ecology. We may be able to provide programming and recreational services at the site.
- Sierra Nevada Conservancy Grants – Staff will likely submit a pre-application form for a potential acquisition and park planning study to investigate the solutions that parks may provide for community safety and quality of life.
- Butte County Fire Safe Council – On March 27, 2019 the District hosted a forest health and wildfire safety forum at the Terry Ashe Recreation Center. District Manager Efseaff participated as one of the speakers concerning planning parkways and shaded fuel breaks.

Recovery Project

- Timber Harvest – Warner Enterprises, Inc. proposes to harvest dead and dying fire damaged trees on parcels owned by the District. Warner Enterprises, Inc. will file the necessary Emergency Notice with CalFire along with any other permits needed to complete

the project. Trees to be removed will be marked with paint prior to removal under the direction of a registered professional forester. Only trees that meet emergency criteria, dead and dying, and those that pose a danger or hazard to the public will be removed. No funds will be exchanged in this contract. Funds from the sale of the timber along with a cost-share financial subsidy from the American Forest Foundation will fund the project. Staff will be drafting an RFP for professional forester services to recruit a pool of candidates under our Consulting Agreement policy to manage harvest plans, salvage logging operations, and overall monitoring of the project.

- Shelter in Park Information – Received more information from one of our Bille Park neighbors. He states that between 50-60 cars were at the Bille Park Pavilion during the November 8, 2018 fire event. He states he started there around 10:45 a.m. and when a red Cal Fire rig came up with a big cow-catcher type frame on the front of it, they evacuated around 2:30 p.m. The Cal Fire rig plowed and pushed out of the way trees, burning debris, and cars as they evacuated the area.
- FEMA
 - Toured the Gold Nugget Museum with Museum representatives.
 - FEMA contact, Nelson Marrero, noted that *"My leadership has stated that public properties have been authorized under Private Property Debris Removal. Public facilities that have been burned by the fire will have debris removal managed by CalOES and CalRecycle."*

After a brief discussion, the Board concurred to receive this report as presented.

6. CLOSED SESSION - None

7. OLD BUSINESS - None

8. NEW BUSINESS - None

9. BOARD COMMENT:

- Steve Rodowick confirmed he will be rebuilding in Paradise.
- Al McGreehan reported he attended the CARPD Board of Directors meeting on March 27, 2019 and the Proposition 68 guidelines will be available soon.
- Julie Van Roekel apologized for missing that last Board meeting.
- Dan Efsseff reported Paradise Irrigation District is eager to combine the Kids' Fishing Day with the District's annual event. Further, staff is in talks with Paradise Irrigation District to transfer Paradise Lake recreational elements to the District.
- The Board asked Robert Anderson to check on the status of constructing a Camp Fire memorial at Crain Park.
- Mary Bellefeuille reported that Comcast is hosting a Comcast Cares Day on May 4th at Paradise High School and will provide paint and landscape materials to clean up the campus in time for graduation. Volunteers are welcome.

- Mary Bellefeuille provided a brief update on the Town Council meeting reporting that Paradise Irrigation District is working on a plan to correct the water situation sooner than the previously predicted 2-3 year timeline.

10. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 7:29 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on May 8, 2019 at 6:00 p.m. in Room A of the Terry Ashe Recreation Center. 6626 Skyway, Paradise, California.

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary



BUTTE LOCAL AGENCY FORMATION COMMISSION

1453 Downer Street, Suite C • Oroville, California 95965-4950
(530)538-7784 • Fax (530)538-2847 • www.buttelafco.org

TO: Butte County Special Districts
Butte County Special District Association

FROM: Jill Broderson, Management Analyst

SUBJECT: **Election Results for Special District *Regular* "Enterprise" Member**

DATE: April 16, 2019

On March 5, 2019, the Butte Local Agency Formation Commission called for nominations for a Special District *Regular* "Enterprise" Member to serve on the Commission, as the seat was which is currently held by Jack Kiely from the Lake Oroville Area Public Utility District will expire May 31, 2019.

The nomination period closed on Friday, April 12, 2019 which resulted in one nomination for Jack Kiely from the Lake Oroville Area Public Utility District. Pursuant to Government Code Section 56332(d), the candidate nominated shall be deemed selected, with no further proceedings. Mr. Kiely's new term will commence June 1, 2019 and expire May 31, 2023.

Should you have any questions, please feel free to contact me at 538-7784.

cc: Butte Local Agency Formation Commission



BUTTE LOCAL AGENCY FORMATION COMMISSION

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April 8, 2019

Dan Efseaff, Manager
 Paradise Recreation and Park District
 564 Rio Lindo Avenue, Suite 102
 Chico, CA 95926

Sent Via Email to: defseaff@paradisepd.com

Re: Extraterritorial Service Extension Inquiry - Program Transportation

Dear Dan:

Thank you for inquiring with the Butte Local Agency Formation Commission (LAFCO) as to the Paradise Park and Recreation District's (District) proposal to: 1) coordinate recreation services with the Chico Area Recreation and Park District (CARPD) and 2) to provide transportation services to Paradise residents relocated to Chico as a result of the Camp Fire. As you know, pursuant to Government Code Section 56133, a city or district may provide services outside its boundaries only after receiving authorization from LAFCO. The LAFCO review pursuant to 56133 involves a number of steps, first of which is to determine whether the services to be extended qualify as an exemption.

As described in your email of April 8, 2019, the District desires to:

1. Provide transportation services to assist displaced District residents with access to District programs; and
2. Coordinate recreation service programming in cooperation with the CARPD as described in their letter of April 8, 2019 (Attachment 1).

Our preliminary review finds that both Districts provide similar park and recreation and services and that the Camp Fire has forced the District (and its residents) to largely relocate to the City of Chico and within the boundaries of the CARPD. We determine that the proposals described above do not require LAFCO approval at this time as they are a temporary measure to address the District's extraordinary circumstances with the respect to the Camp Fire and that the cooperative association with CARPD is a public benefit that is equally consistent with CARPD's recreation mission. This authorization is effective April 8, 2019 for the purposes described herein. Any substantial deviation from this limited purpose will require additional review by LAFCO for compliance with state law.

Sincerely,

Steve Lucas

Stephen Lucas
 Executive Officer

cc: LAFCO

Attachments: 1. Letter of support from CARPD - April 8, 2019



**Chico Area
Recreation and
Park District**

April 8, 2019

Butte Local Agency Formation Commission
1453 Downer St.
Oroville, CA. 95965

Dr Mr. Lucas,

Since the Camp Fire, the Paradise Recreation and Park District (PRPD) moved their office operations to Chico. At this time, they have requested support from the Chico Area Recreation and Park District (CARD) to provide recreation programming within the CARD boundaries specifically for Paradise Residents.

CARD recognizes that due to the Camp Fire, PRPD has not been able to return their operations to Paradise, and they would like to stay connected to their customer base. In addition, CARD understands that several Paradise schools are currently located in Chico, and PRPD has received requests from their customers to continue programming that was offered by PRPD.

At the March 21, 2019 regular meeting of the CARD Board of Directors, the Board voted to support PRPD providing recreation services to Paradise residents through the end of the 2018/19 school year. At the end of June, if PRPD is still unable to return to Paradise and desires to continue offering recreation programming in Chico, the CARD Board of Directors would like an opportunity to further evaluate the impact of two recreation districts providing services in one service area prior to extending their support beyond June of 2019.

Should you have any questions, please feel free to contact me via phone at 530-895-4711 or email at annw@chicorec.com.

Sincerely,

Ann Willmann
General Manager

545 Vallombrosa Avenue

Chico, CA 95926

office: 530 895.4711

fax: 530 895.4721

www.chicorec.com

PARADISE RECREATION & PARK DISTRICT
COUNTY MONTHLY CHECK REGISTER

Fund 2510

April

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES

0494407-0494424	4/10/2019		Payroll Summary	16,373.24	0.00	0.00	16,373.24	

049446-049514	4/26/2019		Payroll Summary	17,447.16	0.00	0.00	17,447.16	

049405	4/5/2019		ACH CALPERS	3,010.31			3,010.31	
049406	4/5/2019		ACH CALPERS	7,580.40			7,580.40	
049425	4/16/2019		ACH STATE PR TAX	491.26			491.26	
049426	4/16/2019		ACH FED PR TAX	4,272.54			4,272.54	
049427	4/5/2019		INDUSTRIAL POWER PRODUCT		1,382.00		1,382.00	
049428	4/12/2019		VOYA INSTITUTIONAL TRUST	155.00			155.00	
049429	4/12/2019		PREMIER ACCESS INSURANCE	2,099.62			2,099.62	
049430	4/12/2019		PRINCIPAL LIFE INSURANCE	232.15			232.15	
049431	4/12/2019		COLLEEN CAMPBELL		34.99		34.99	A
049432	4/12/2019		TYLER WOODCOX		1,309.92		1,309.92	B
049433	4/12/2019		PARADISE IRRIGATION DIST.		429.80		429.80	
049434	4/12/2019		CED CHICO		193.05		193.05	
049435	4/12/2019		OFFICE DEPOT		912.68		912.68	
049436	4/12/2019		RENTAL GUYS CHICO		736.05		736.05	
049437	4/12/2019		ACME TOILET RENTALS, LLC		193.20		193.20	
049438	4/12/2019		GOLDEN FEATHER UNION		1,264.28		1,264.28	
049439	4/12/2019		VERIZON WIRELESS		122.33		122.33	
049440	4/12/2019		MEEK'S LUMBER & HARDWARE		44.37		44.37	
049441	4/12/2019		O'REILLY AUTO PARTS		138.46		138.46	
049442	4/12/2019		ARCO GASPRO PLUS		170.56		170.56	
049443	4/12/2019		DOBRICH		1,650.00		1,650.00	
049444	4/12/2019		NORTHERN RECYCLING		503.56		503.56	
049445	4/22/2019		ACH CALPERS	2,707.25			2,707.25	

TOTALS				20,548.53	9,085.25	0.00	29,633.78	

GRAND TOTALS				54,368.93	9,085.25	0.00	63,454.18	

- A) Reimbursement
- B) Replaced Lost Paycheck

Notes:

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Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

SAFETY COMMITTEE MEETING Report/Minutes

DRAFT

DATE: April 18, 2019 at 8:30 a.m.

LOCATION: District Manager's Office

ATTENDANCE: Dan Efseaff, District Manager
Mark Cobb, Park Supervisor
Colleen Campbell, Administrative Assistant II

ABSENT: None

1. MINUTES:

- By unanimous vote of the members present, the October 25, 2018 Safety Committee Minutes were approved.

2. SAFETY AND HEALTH ISSUES DISCUSSED:

a. THE FOLLOWING SAFETY MEETINGS WERE HELD:

- October 26, 2018 Treating Bee Stings & Allergic Reactions (Maint Staff Mtg)
by Dave Ricca, Park Maintenance II
- November 5, 2018 Ice Rink Staff Orientation
by Dean Moore, Recreation Superintendent
- February 26, 2019 Thinking Safety At All Times Time (Maint Staff Meeting)
by Mark Cobb, Park Supervisor
- March 27, 2019 Traffic Control Safety (Maint. Staff Meeting)
by Matt Cruthers, Park Maintenance III
- April 9, 2019 Driving Safety – Post Disaster (Maint Staff Meeting)
by Sean Bandstra, Park Maintenance II

b. DOCUMENTED SITE INSPECTIONS, REPAIRS, AND OTHER ACCOMPLISHMENTS RELATED TO SAFETY:

Maintenance Requests: None

Site Inspections completed since last meeting: None

District Manager Efseaff requested that the following inspections be completed:

- Terry Ashe Recreation Center before April 27, 2018 to prepare for the Gold Nugget Craft Faire.
- Maintenance PPE Safety Kits (Personal Protection Equipment)
- Restock First Aid Kits

As the Committee resumes its Safety Committee meeting schedule, post fire, the Committee discussed the facility site inspection schedule and the current condition of each facility. District Manager Efseaff provided the following summary:

Parks and Facilities

- **Terry Ashe Recreation Center**
 - Relatively minor damage
 - Ice Rink appears intact but may have suffered some minor damage.
 - Facility will need repair to exterior (paint, some singed areas, broken windows) and smoke and debris clean-up in attic and interior.
 - Exterior bathroom standing.
 - Landscaping damaged and gazebo destroyed.
- **Shop**
 - Total loss shop and 3-4 outbuildings and contents (equipment, tools, and storage)
 - Equipment (6 out of 7 maintenance trucks, trailer, Zamboni, backhoe, mower, etc.).
 - Lost contents include archival material; Board Minute books and District historical documents, along with miscellaneous program supplies, i.e. pinewood derby track, carnival booths, wrestling mats, Christmas decorations, and tiny tot supplies.
- **Aquatic Park**
 - Destroyed recreation building (for afterschool program, office, kitchen and maintenance area, restroom) and damage to landscaping, fencing, etc.
 - Only minor damage to pool and associated buildings (other than smoke residue and shade cloth); will need to test pool water and dispose of properly, as it may have collected toxicants from the fire.
 - Emptying pool may result in indirect damage to structure and equipment.
 - Vegetation in main part of park appears intact. May need to test pond water; some mild concern about contamination and impact to future dredging project.
 - Unknown damage to irrigation system.
- **Bille Park**
 - Minor damage: (smoke and debris clean-up) to small Shop, 2 restrooms, and pavilion, most footbridges, some picnic areas, and 1 play structure.
 - Severe damage: 1 play structure, fencing, 1 foot bridge, some picnic sites and tables.
 - Indirect damage (from equipment and fire) to parking lot and roads, building broken into during fire to get hose.
 - Damage to vegetation and landscaping, numerous trees will need inspection and removal. Concerned since area is already being used by the public and work crews.
 - Destroyed equipment: trailers, truck, tractor and mower.

- Wildland area damage to trails (retaining wall boards burned, trail blocked by trees and brush), will need erosion control measures and trail rebuilding.
- Unknown damage to irrigation system.
- **Moore Road**
 - The damage at Moore Road also could have been worse.
 - Losses include scoring booths, backstops, scoreboard, light poles, play structure, and fencing in several locations.
 - Damage to vegetation and landscaping. Forested area will require thinning and hazard removal.
 - The dog park area, restrooms, concessions stand, and horse arena announcer booth are mostly intact.
 - Horse Arena: lost >1/2 of fencing, loss of tractor (Massey Ferguson) and implements, shed (and contents), burned lights, and contents of concession stand at ball field and arena (refrigerators will need to be cleaned out or replaced). Paradise Horseman's Association completing an inventory.
 - Unknown damage to irrigation system.
- **Crain**
 - Reportedly only minor damage.
 - 12/6/18 toured facilities with Jeff Dailey to post non-potable water signs (required from the State and County). We observed the following:
 - Play structure, restrooms, fencing, and pumphouse survived.
 - Low intensity burn in picnic areas, although trees will need to be inspected for integrity.
 - Direct fire damage to vegetation, signs (including about 15-20 wooden interpretive signs (we don't have a copy of the information on the signs and that will have to be redeveloped) on the nature trail, benches (2-3), damage to PVC pipe insulation, fall material, picnic tables (2 burned, 1 ok),
 - Indirect damage to bathroom locks (trying to open), overflowing toilet, parking lot from tree trucks (observed Wright Tree service trucks on site) and power poles staged in parking lot.
 - Hazard trees will have to be removed. Additional trees may need to be felled to start decay process and reduce future fire hazard. Trails will need to be cleared and repaired to minimize erosion issues. Minor erosion control measures and reseeding may be required.
- **Coutolenc**
 - Pumphouse, pump, and electrical and benches and signs burned.
 - Locks on road broken.
 - Archery range damages: most targets (and roofs), 3-D animal targets, container and contents, shed, tractor/ATV, covered picnic area (some tables survived). I suspect that the plastic and metal materials will require a hazardous waste clean-up.
 - Camp Coutolenc area: Shed intact along with some benches and tables.
 - Watershed work needed for bare areas.
 - Numerous trees will need inspection and removal. Hazard trees near road, trails, or bench areas will have to be removed. Larger number of trees should be dropped to start decay and to reduce future fire hazard.

- **Oak Creek, Noble, Lakeridge**, - Undeveloped parks, damage unknown. Hazard trees will have to be removed. Additional trees may need to be felled to start decay process and reduce future fire hazard. Trails will need to be cleared and repaired to minimize erosion issues. Erosion control measures and reseeded may be required.
- We are conducting an inventory with staff and the outlines of a plan.
- These estimates do not include program income.
- Estimated losses for us, I imagine will be in excess of \$2 million, updated to \$4M

c. ACCIDENT/INCIDENT REPORTS:

- The Committee recognized one incident report since last meeting:
 - Employee slipped and fell on ice injuring shoulder (no medical follow up reported)
 - No accident reports received since last meeting.

d. WORKERS' COMPENSATION CLAIMS:

- The Committee reviewed the workers' compensation claim reports from October 2018 through March 2019. As of March 2019, it was noted that three claims have closed with two open claims remaining.

3. MISCELLANEOUS:

- None.

Next Safety Meeting Date: May 16, 2019

Colleen Campbell, Safety Committee Secretary

Date:

cc: CAPRI
PRPD Staff
PRPD Board 05/08/19 – Draft Copy

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District Manager's Report**Meeting Date: May 8, 2019**

DATE: 5/1/2019
 TO: PRPD Board of Directors (BOD)
 FROM: Dan Efseaff, District Manager
 SUBJECT: Monthly District Report

Monthly Report**1. Updates**

- a. Upper Ridge Nature Preserve – District Manager Efseaff and the Bureau of Land Management [BLM] are exploring options to expand our presence and improve recreational options on public lands. One of those areas is the Upper Ridge Nature Preserve in Magalia maintained by the Upper Ridge Wilderness Areas, Inc., a volunteer group of local citizens. We have attempted to reach out to this volunteer organization for a potential partnership with PRPD and BLM and have been unsuccessful. We have been informed by Bill Kuntz, Senior Outdoor Recreation Planner, BLM Redding, that this volunteer organization has dissolved post Camp Fire. Staff will continue its efforts with Mr. Kuntz to expand our recreational options in the Magalia area.

2. Administrative and Visitor Services

- a. Staffing Changes – As of April 26th, Matt Cruthers, Park Maintenance III, will be leaving the District after 32 years. Sean Bandstra, Park Maintenance II, will also be leaving the District as of May 3, 2019 after 5 years. We thank Matt and Sean for their service to the District and wish them well. An updated organization chart is included (Attachment A).
- b. Alliance for Workforce Development - Staff has been in contact with the Alliance for Workforce Development seeking qualified applicants to fill two part-time front office clerical positions. This organization is grant funded to provide employment opportunities to workers affected by the Camp Fire. The service is provided at no cost to the District for up to 1,040 hours and the District has the option of hiring the applicant for a permanent part-time position once these hours are exhausted. We would like to thank Recreation Leader Sunny Quigley and Recreation Coordinator Lori McCoslin for assisting the District in the front office. They have done a great job of supporting our administrative staff, providing excellent service to our patrons, and also successfully learning a new skill set. As the summer months approach we know they are excited to get back to what they love best – serving our patrons through our quality recreational programs.
- c. Strategic Planning Session – Tentatively, we've set up 8/23/19 to host a session to discuss District Goals, Objectives, Values, and Mission Statement. We are working with a facilitator from CSAC Excess Insurance Authority.
- d. Staffing – We received 8 applications for the District Accountant position and are currently screening the applicants, we expect the process to be completed by the end of the Fiscal Year. Our current strategy is to hire maintenance workers through the program above and take a conservative approach on using part-time workers. We are working with our Temp Agency to develop more modern Job Descriptions and have started proposed revisions to the organization chart. With the changes, we have several deficiencies in the organization [Attachment G], but perhaps the most critical right now is the Assistant District Manager position, which in turn can take on a number of human resource tasks. We will also likely hire part time or temporary staff for recreation programing and several planning tasks.

3. Finance

- a. Balance Sheet as of April 30, 2019 (Attachment B)
- b. Profit and Loss/Budget vs. Actual as of April 2019 (Attachment C)
- c. Recovery Project Report as of May 1, 2019 (Attachment D)

4. Parks (Maintenance and Operations)

Park Supervisor Mark Cobb reports:

- a. Repair - that the Maintenance crew has been working hard on the Terry Ashe Recreation Center to have it looking its best for the Gold Nugget Craft Faire on April 27, 2019. Sean Bandstra and Dave Ricca transformed the gazebo into a beautiful stage, due to time constraints, we wanted to have it cleaned up and safe for the public ASAP.
- b. Assistance - We need to acknowledge the help from the foundation Farmworker Service & Workforce Development (California Human Development). They provide workers to state and non-profit organizations. They have appointed the District six helpers. Without the help from their crew the Terry Ashe Recreation Center would not look as great as it does. We are very grateful for them. This is a long-term commitment from them until December 2020. I have invited Ms. Veronica Alvarez (Disaster Case Worker) to represent the foundation so she may answer any questions there may be. They have also been busy at Bille Park helping with landscaping. All the maintenance staff are very welcoming to all the help we can get during these trying times.
- c. Transitions –
 - i. On a sad note, Matt Cruthers last day with the District after 32 years was April 26th. Matt will be severely missed. The knowledge and talents he brought to the District will be missed. Matt has watched the District grow over the last 32 years and he was a big part of every project. We wish him nothing but the best on this next chapter of his life.
 - ii. Sean Bandstra will also be leaving May 3rd after 5 years. Sean's talents as a Master Carpenter can be seen all over the District. The picnic area and stage at the Terry Ashe Recreation Center to the building of Crain Park are just a few to mention. His skills will be hard to replace. We wish him all the best on his next endeavor.
- d. Vehicle replacements - One replacement maintenance vehicle added to Fixed Assets [2019 Ford F-250 Service Truck] on April 11, 2019; and one vehicle deleted [2001 Ford F-250 Service Truck on November 8, 2011.] Per the District By-laws, items removed or added to the Fixed Asset Inventory require BOD action and the signature of the Board Chairperson. (Attachment E).
- e. Salvage Logging – The District Manager signed a no-cost to the District agreement with Warner Enterprises to conduct a salvage logging operation at our Lakeridge property. Funding is made available through the American Forests Foundation. Other properties may be added as they are reviewed, in particular this may apply to Oak Creek, Moore Road, and possibly Crain.

5. Programs

Recreation Supervisor, Jeff Dailey reports:

- a. Gold Nugget Craft Fair - The 41st annual Gold Nugget Craft Fair was held at the Terry Ashe Recreation Center on Saturday, April 27. We had a total of 67 vendors that registered for the craft fair. The turnout was very good, and many people had positive comments about PRPD. putting on the event.
- b. Good Sports Grant – PRPD has been awarded an equipment grant from an organization called Good Sports. We were given a choice of the type of equipment we wanted from a list they provided us. Some of the items will include flag football belts, pop up soccer goals, pickleball paddles, balls for various sports, exercise equipment, and practice jerseys. We will be attending an event they have planned on April 30 to tell them about PRPD and thank them for the equipment.
- c. Activity Guide - We are currently working on the summer activity guide to come out in May. Some of the planned classes and activities will include tai chi, tai kwon do, dog obedience, basketball, soccer, flag football, pickleball, softball tournaments, aquatics, and a day camp to be held at the Terry Ashe Recreation Center.

6. Outreach and Development

- a. Youth Services Summit – The District will be hosting a Youth Services Summit on 6/17/19 at the Terry Ashe Center in Paradise, CA. We have started this as a collaborative effort with the Butte County Office of Education, Odyssey Teams, Inc., CSU Chico, Outdoor Education For All, and the Paradise Recreation and Park District, but hope to extend this out to a wider network. Please feel free to distribute it to organizations that may be interested.

We hope to bring together organizations and instructors that provide youth services to the population affected by the Camp Fire and aftermath. This meeting is just to inventory what organizations can provide and identify shared needs.

We will have follow-up events with the public to help highlight what services groups provide.

Participants may register and take our pre-summit survey here (<https://forms.gle/DwetMNY4CJKLD2vp6>).

7. Projects

- a. Project Development – A number of funding sources are coming up in the near future, which represent a variety of opportunities acquisitions, park development and equipment, programs, staffing, and planning. We are organizing this information, but I have concern about our capacity to carry out the work and we may have to rely on partners to complete parts of the application and hire a contractor or short-term staff to fulfill these needs.

8. Upcoming

- a. Budget – We met with the County last week to discuss the budget and finance processes. While we have a draft budget (Attachment F), we anticipate significant changes before the upcoming Finance Committee.

Photographs



2019 Gold Nugget Craft Faire



2019 Gold Nugget Craft Faire

Attachments:

- A. Organization Chart by Permanent Staff Member
- B. Balance Sheet
- C. Profit & Loss
- D. Recovery Project
- E. Fixed Asset Inventory Accounting
- F. Draft FY 2019-2020 Budget

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Accrual Basis

PRPD
Balance Sheet
As of April 30, 2019

Attachment B

Apr 30, 19

ASSETS**Current Assets****Checking/Savings**

1000 · Rabo Bank - Operating	1,283,330.19
1005 · Petty Cash	300.00
1010 · Treasury Cash - 2510	
1011 · General Operating	-255,214.84
1012 · ACO Reserve	702,200.00
1013 · General Reserve	2,000.00
1014 · Deposits held for others	1,000.00
1010 · Treasury Cash - 2510 - Other	2,968.53

Total 1010 · Treasury Cash - 2510 452,953.69

1100 · Designated Treasury Funds

1112 · Grosso Endowment-2512	53,632.13
1113 · Grosso Scholarship-2513	3,428.22
1114 · Designated Donations-2514	
1114-1 · Bille Park Donations	125.00
1114-10 · Swim Scholarship Fund	997.82
1114-11 · Dog Park Donations	2,874.61
1114-13 · Ice Rink Donations	5,891.83
1114-2 · Bike Park Fund	1,500.00
1114-3 · Lakeridge Park Donations	3,050.00
1114-4 · Wrestling Mat fund	773.60
1114-5 · Pam Young Fund	1,000.00
1114-6 · Easter Egg Scholarships	4,608.80
1114-7 · Child-Youth Scholarships	10.00
1114-8 · McGreehan Children's Schlshp	56.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	429.28

Total 1114 · Designated Donations-2514 24,361.30

Total 1100 · Designated Treasury Funds 81,421.65

1119 · Impact Fees

1120 · Sub Div Fees - 2520	8,068.40
1121 · Park Acqui Unincorp - 2521	43,391.01
1122 · Park Dev Unincorp - 2522	67,626.16
1124 · District Fac Unincorp - 2524	37,932.63
1126 · Park Acqui Incorp - 2526	68,212.18
1127 · Park Dev Incorp - 2527	207,451.33
1128 · District Fac Incorp - 2528	34,318.96

Total 1119 · Impact Fees 467,000.67

Total Checking/Savings 2,285,006.20

Accounts Receivable

1300 · Accounts Receivable 9,900.30

Total Accounts Receivable 9,900.30

Other Current Assets

1400 · Interest Receivable

1410 · Interest Receivable 2,735.99

Total 1400 · Interest Receivable 2,735.99

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Accrual Basis

PRPD
Balance Sheet
As of April 30, 2019

	Apr 30, 19
1500 · FMV Adjustments	
1510 · FMV Adjustment-2510	-9,892.07
1512 · FMV Adjustment-2512	610.06
1514 · FMV Adjustment-2514	1,877.00
Total 1500 · FMV Adjustments	-7,405.01
Total Other Current Assets	-4,669.02
Total Current Assets	2,290,237.48
Fixed Assets	
1710 · Land	750,088.53
1715 · Land Development	4,990.00
1720 · Buildings	5,534,233.05
1730 · Furn., Fixtures & Equip (>\$5k)	547,069.69
1799 · Accumulated Depreciation	-4,118,370.00
1800 · Construction in Progress	
1801 · CIP-Lakeridge Park Development	82,463.57
1802 · CIP-Crain Park Development	136,376.96
1803 · CIP-Crain Park Playground	61,485.86
1804 · CIP-Crain Park Bathroom	82,324.09
Total 1800 · Construction in Progress	362,650.48
Total Fixed Assets	3,080,661.75
Other Assets	
1900 · PCV Promissory Note	300,322.00
Total Other Assets	300,322.00
TOTAL ASSETS	5,671,221.23
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	89,561.91
Total Accounts Payable	89,561.91
Other Current Liabilities	
2100 · Payroll Liabilities	
2120 · Payroll Taxes Payable	5,173.51
2130 · Health Benefits Payable	1,174.98
2140 · FSA payable	1,500.35
2160 · 457 Retirement Payable	175.00
2170 · CalPers Payable	14,625.12
2180 · Garnishments payable	453.79
2190 · Accrued Leave Payable	
2191 · Comp leave payable	2,121.36
2192 · Sick leave payable	23,896.30
2193 · Vacation leave payable	73,804.50
Total 2190 · Accrued Leave Payable	99,822.16
Total 2100 · Payroll Liabilities	122,924.91
2300 · Deposits - refundable	1,040.00
2400 · Deferred Revenue	
2410 · Deferred Services Income	39,405.38
2420 · Deferred Facility Income	3,110.00
Total 2400 · Deferred Revenue	42,515.38
Total Other Current Liabilities	166,480.29
Total Current Liabilities	256,042.20

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05/01/19
Accrual Basis

PRPD
Balance Sheet
As of April 30, 2019

	Apr 30, 19
Long Term Liabilities	
2800 · Post Employment benefits	40,771.00
2805 · CalPers Pension Liability	331,023.00
Total Long Term Liabilities	371,794.00
Total Liabilities	627,836.20
Equity	
2030 · Designated for Petty Cash	300.00
3000 · General Fund Balances-2510	
3010 · General Fund Available	291,149.99
3030 · General Reserve	2,000.00
3050 · Designated Captial Outlay	702,200.00
Total 3000 · General Fund Balances-2510	995,349.99
3100 · Net of Capital Investments	3,145,295.97
3200 · Designated Fund Balances	
3212 · Grosso Endowment-2512	53,602.51
3213 · Grosso Scholarship-2513	2,652.12
3214 · Donations - 2514	13,380.94
Total 3200 · Designated Fund Balances	69,635.57
3900 · Retained Earnings	717,190.90
3901 · Net Profit	-403,475.96
Net Income	519,088.56
Total Equity	5,043,385.03
TOTAL LIABILITIES & EQUITY	5,671,221.23

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Attachment C

05/01/19

Profit & Loss Budget vs. Actual

Accrual Basis

July 2018 through April 2019

	Jul '18 - Apr...	Budget	\$ Over Bud...	% of Bud...
Ordinary Income/Expense				
Income				
4100 · Tax Revenue	793,926.10	1,445,490.00	-651,563.90	54.9%
4200 · Impact Fee revenue	54,788.88	54,225.00	563.88	101.0%
4300 · Program Income	165,005.08	483,890.00	-318,884.92	34.1%
4350 · Concession & Merchandise sales	-500.00	24,520.00	-25,020.00	-2.0%
4400 · Donation & Fundraising Income	17,741.83	57,000.00	-39,258.17	31.1%
4401 · Scholarships Granted	-497.00	1,500.00	-1,997.00	-33.1%
4500 · Grant Income	1,106.00	0.00	1,106.00	100.0%
4600 · Other Revenue	7,451.33	7,400.00	51.33	100.7%
4900 · Interest Income	5,662.88	7,945.00	-2,282.12	71.3%
Total Income	1,044,685.10	2,081,970.00	-1,037,284.90	50.2%
Gross Profit	1,044,685.10	2,081,970.00	-1,037,284.90	50.2%
Expense				
5000 · Payroll Expenses				
5010 · Wages & Salaries	734,904.68	1,078,062.00	-343,157.32	68.2%
5020 · Employer Taxes	55,841.63	81,900.00	-26,058.37	68.2%
5030 · Employee Benefits	169,469.91	198,800.00	-29,330.09	85.2%
5040 · Workers Comp Expense	44,930.00	60,000.00	-15,070.00	74.9%
5050 · Accrued Leave	0.00	4,000.00	-4,000.00	0.0%
5060 · Other Personnel Costs	16,251.36	3,100.00	13,151.36	524.2%
5000 · Payroll Expenses - Other	13,198.59			
Total 5000 · Payroll Expenses	1,034,596.17	1,425,862.00	-391,265.83	72.6%
5100 · Program Expenses				
5110 · Concession & Merchandise Exp.	2,452.62	14,450.00	-11,997.38	17.0%
5130 · Program Supplies	11,432.20	26,625.00	-15,192.80	42.9%
Total 5100 · Program Expenses	13,884.82	41,075.00	-27,190.18	33.8%
5200 · Advertising & Promotion	3,167.02	16,500.00	-13,332.98	19.2%
5220 · Bank & Merchant Fees	240.99	4,500.00	-4,259.01	5.4%
5230 · Contributions to Others	10,311.00	15,100.00	-4,789.00	68.3%
5240 · Copying & Printing	59.26	840.00	-780.74	7.1%
5260 · Dues, Mbrshps, Subscr, & Pubs	8,902.93	5,600.00	3,302.93	159.0%
5270 · Education, Training & Staff Dev	8,335.78	11,000.00	-2,664.22	75.8%
5280 · Equip., Tools & Furn (<\$5k)				
5282 · Office ET&F	6,697.37	7,000.00	-302.63	95.7%
5284 · Program ET&F	0.00	3,000.00	-3,000.00	0.0%
5286 · Small Tools & Equipment	5,396.88	2,800.00	2,596.88	192.7%
5280 · Equip., Tools & Furn (<\$5k) - Other	2,401.31	0.00	2,401.31	100.0%
Total 5280 · Equip., Tools & Furn (<\$5k)	14,495.56	12,800.00	1,695.56	113.2%
5290 · Equipment Rental	100,837.76	90,000.00	10,837.76	112.0%
5300 · Insurance	46,906.00	48,576.00	-1,670.00	96.6%
5310 · Interest Expense	1,773.58	0.00	1,773.58	100.0%
5320 · Miscellaneous Expense	1,633.96	1,300.00	333.96	125.7%
5330 · Professional & Outside services				
5332 · Accounting	9,500.00	10,000.00	-500.00	95.0%
5334 · Legal	5,580.00	6,000.00	-420.00	93.0%
5336 · Engineering	0.00	4,000.00	-4,000.00	0.0%
5338 · Other Prof. & Outside Labor	51,470.65	86,200.00	-34,729.35	59.7%
5330 · Professional & Outside services - Other	0.00	0.00	0.00	0.0%
Total 5330 · Professional & Outside services	66,550.65	106,200.00	-39,649.35	62.7%
5340 · Postage & Delivery	698.43	2,000.00	-1,301.57	34.9%
5350 · Rent-Facility use fees	14,181.25	8,100.00	6,081.25	175.1%

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PRPD

Profit & Loss Budget vs. Actual

05/01/19

July 2018 through April 2019

Accrual Basis

	Jul '18 - Apr...	Budget	\$ Over Bud...	% of Bud...
5360 · Repair & Maintenance				
5361 · Building R&M	23,490.43	11,000.00	12,490.43	213.5%
5362 · Equipment R&M	10,839.62	16,150.00	-5,310.38	67.1%
5363 · General R&M	37,913.31	9,400.00	28,513.31	403.3%
5364 · Grounds R&M	39,420.46	38,400.00	1,020.46	102.7%
5365 · Pool R&M	15,961.90	18,500.00	-2,538.10	86.3%
5366 · Vehicle R&M	107,337.99	8,900.00	98,437.99	1,206.0%
5367 · Janitorial	6,003.77	10,300.00	-4,296.23	58.3%
5368 · Security	1,364.00	1,300.00	64.00	104.9%
5369 · Vandalism	61.03	0.00	61.03	100.0%
Total 5360 · Repair & Maintenance	242,392.51	113,950.00	128,442.51	212.7%
5370 · Supplies - Consumable				
5372 · Office Supplies	12,880.18	9,300.00	3,580.18	138.5%
5374 · Safety & staff supplies	3,104.48	4,200.00	-1,095.52	73.9%
Total 5370 · Supplies - Consumable	15,984.66	13,500.00	2,484.66	118.4%
5380 · Taxes, Lic., Notices & Permits	1,786.12	3,000.00	-1,213.88	59.5%
5390 · Telephone & Internet	5,165.64	26,100.00	-20,934.36	19.8%
5400 · Transportation, Meals & Travel				
5402 · Air, Lodging & Other Travel	1,214.43	700.00	514.43	173.5%
5404 · Fuel	10,970.03	13,000.00	-2,029.97	84.4%
5406 · Meals	1,496.52	1,000.00	496.52	149.7%
5408 · Mileage & Auto Allowance	640.90	1,000.00	-359.10	64.1%
Total 5400 · Transportation, Meals & Travel	14,321.88	15,700.00	-1,378.12	91.2%
5410 · Utilities				
5412 · Electric & Gas	47,015.96	87,867.00	-40,851.04	53.5%
5414 · Water	12,846.35	22,500.00	-9,653.65	57.1%
5416 · Garbage	6,891.43	9,900.00	-3,008.57	69.6%
Total 5410 · Utilities	66,753.74	120,267.00	-53,513.26	55.5%
Total Expense	1,672,979.71	2,081,970.00	-408,990.29	80.4%
Net Ordinary Income	-628,294.61	0.00	-628,294.61	100.0%
Other Income/Expense				
Other Expense				
9999 · Misc. Expense	-1,147,383.17			
Total Other Expense	-1,147,383.17			
Net Other Income	1,147,383.17			
Net Income	519,088.56	0.00	519,088.56	100.0%

PRPD
Profit & Loss by Job
July 1, 2018 through May 1, 2019

	RP1 General	RP2 Rentals	
	(Recovery Project)	(Recovery Project)	Total Recovery
	<hr/>		
Ordinary Income/Expense			
Income	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00
Expense			
5000 · Payroll Expenses			
5010 · Wages & Salaries	100,807.69	0.00	100,807.69
5020 · Employer Taxes	7,303.18	0.00	7,303.18
5030 · Employee Benefits	26,624.24	0.00	26,624.24
5040 · Workers Comp Expense	0.00	0.00	0.00
5060 · Other Personnel Costs	0.00	0.00	0.00
5000 · Payroll Expenses - Other	0.00	0.00	0.00
Total 5000 · Payroll Expenses	134,735.11	0.00	134,735.11
5100 · Program Expenses			
5110 · Concession & Merchandise Exp.	0.00	0.00	0.00
5130 · Program Supplies	2,264.50	0.00	2,264.50
Total 5100 · Program Expenses	2,264.50	0.00	2,264.50
5200 · Advertising & Promotion	304.93	0.00	304.93
5230 · Contributions to Others	0.00	0.00	0.00
5240 · Copying & Printing	0.00	0.00	0.00
5260 · Dues, Mbrshps, Subscr, & Pubs	0.00	0.00	0.00
5270 · Education, Training & Staff Dev	50.00	0.00	50.00
5280 · Equip., Tools & Furn (<\$5k)			
5282 · Office ET&F	65.66	0.00	65.66
5286 · Small Tools & Equipment	4,865.68	0.00	4,865.68
5280 · Equip., Tools & Furn (<\$5k) - Other	2,401.31	0.00	2,401.31
Total 5280 · Equip., Tools & Furn (<\$5k)	7,332.65	0.00	7,332.65
5290 · Equipment Rental	9,188.13	2,147.60	11,335.73
5300 · Insurance	0.00	0.00	0.00
5310 · Interest Expense	0.00	0.00	0.00
5320 · Miscellaneous Expense	0.00	0.00	0.00
5330 · Professional & Outside services			
5332 · Accounting	0.00	0.00	0.00
5334 · Legal	0.00	0.00	0.00
5338 · Other Prof. & Outside Labor	3,326.08	0.00	3,326.08
Total 5330 · Professional & Outside services	3,326.08	0.00	3,326.08
5340 · Postage & Delivery	0.00	0.00	0.00
5350 · Rent-Facility use fees	10,360.00	0.00	10,360.00
5360 · Repair & Maintenance			
5361 · Building R&M	18,638.91	0.00	18,638.91
5362 · Equipment R&M	8,436.53	0.00	8,436.53
5363 · General R&M	27,610.07	0.00	27,610.07
5364 · Grounds R&M	26,315.70	0.00	26,315.70
5365 · Pool R&M	0.00	0.00	0.00
5366 · Vehicle R&M	105,210.71	0.00	105,210.71

PRPD
Profit & Loss by Job
July 1, 2018 through May 1, 2019

	RP1 General	RP2 Rentals	Total Recovery
	(Recovery Project)	(Recovery Project)	(Recovery Project)
5367 · Janitorial	1,629.16	0.00	1,629.16
5368 · Security	0.00	0.00	0.00
5369 · Vandalism	0.00	0.00	0.00
Total 5360 · Repair & Maintenance	187,841.08	0.00	187,841.08
5370 · Supplies - Consumable			
5372 · Office Supplies	4,596.85	0.00	4,596.85
5374 · Safety & staff supplies	1,338.05	0.00	1,338.05
Total 5370 · Supplies - Consumable	5,934.90	0.00	5,934.90
5380 · Taxes, Lic., Notices & Permits	120.34	0.00	120.34
5390 · Telephone & Internet	1,553.87	0.00	1,553.87
5400 · Transportation, Meals & Travel			
5402 · Air, Lodging & Other Travel	0.00	0.00	0.00
5404 · Fuel	539.50	0.00	539.50
5406 · Meals	345.22	0.00	345.22
5408 · Mileage & Auto Allowance	17.60	0.00	17.60
Total 5400 · Transportation, Meals & Travel	902.32	0.00	902.32
5410 · Utilities			
5412 · Electric & Gas	589.11	0.00	589.11
5414 · Water	0.00	0.00	0.00
5416 · Garbage	0.00	0.00	0.00
Total 5410 · Utilities	589.11	0.00	589.11
Total Expense	364,503.02	2,147.60	366,650.62
Net Ordinary Income	-364,503.02	-2,147.60	-366,650.62
Other Income/Expense			
Other Expense			
9999 · Misc. Expense	-999,816.82	0.00	-999,816.82
Total Other Expense	-999,816.82	0.00	-999,816.82
Net Other Income	999,816.82	0.00	999,816.82
	635,313.80	-2,147.60	633,166.20

FIXED ASSETS INVENTORY ACCOUNTING

ADDITION 4-11-2019
Date Acquired

DELETION _____
Date Retired

LAND

STRUCTURES & IMPROVEMENTS

EQUIPMENT

Complete all applicable information:

Equipment Name and Model Number FORD F-250 2019

Vehicle Model, License & V.I.N. No. F-250 SERVICE TRUCK

LL# NOT YET ASSIGNED VIN# 1EDBF2A67KED44058

Vendor or Contractor OROVILLE FORD

Original Costs 35,837.²⁷
(Attach an addendum for multiple cost/contractor/vendor fixed asset items)

Description, (if necessary) _____

Facility Assignment PARK MAINTENANCE

Fixed assets include property of a relatively permanent or permanent nature with a value of \$5,000.00 or more. Fixed assets require approval of the Paradise Recreation and Park District Board of Directors prior to disposal, sale, or trade of item. Fixed asset items lost, stolen or destroyed must be reported to the Board of Directors.

Approval to remove from fixed asset registry:

Board Chairman _____ Date _____

_____ Date Action Taken _____

Inventory Updated on _____

By: _____
District Accountant

PARADISE RECREATION AND PARK DISTRICT

Attachment E

**FIXED ASSETS
INVENTORY ACCOUNTING**

ADDITION _____
Date Acquired

DELETION NOV 8TH 2018
Date Retired

LAND

STRUCTURES & IMPROVEMENTS

EQUIPMENT

Complete all applicable information:

Equipment Name and Model Number

FORD F-250 2001

Vehicle Model, License & V.I.N. No.

F-250 SERVICE TRUCK

LIC# 1073419 VINT# 1FTNF20L21EB28545

Vendor or Contractor

N/A

Original Costs

19,545.⁰³

(Attach an addendum for multiple cost/contractor/vendor fixed asset items)

Description, (if necessary)

Facility Assignment

PARK MAINTENANCE

Fixed assets include property of a relatively permanent or permanent nature with a value of \$5,000.00 or more. Fixed assets require approval of the Paradise Recreation and Park District Board of Directors prior to disposal, sale, or trade of item. Fixed asset items lost, stolen or destroyed must be reported to the Board of Directors.

Approval to remove from fixed asset registry:

Board Chairman

Date

Date Action Taken

Inventory Updated on _____

By: _____

District Accountant

Paradise Recreation & Park District - General Fund (2510) Budget

Preliminary Draft

Fiscal Year: 2019-2020

4/1/2019

Description	Code	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019 - 2020	%	Difference
		Actual	Final	Approved	Budget	Inc / Exp	FY 17-18 / FY 18-19
Operating Budget							
Funding Resources							
Income							
4100 · Tax Revenue	4100	1,355,485	1,418,120	1,445,490	1,373,000	47.8%	-72,490
4200 · Impact Fee revenue	4200	66,149	0	108,450	97,600	3.4%	-10,850
4300 · Program Income	4300	451,673	471,252	483,890	217,000	7.6%	-266,890
4350 · Concession & Merchandise sales	4350	18,412	25,480	24,520	9,000	0.3%	-15,520
4400 · Donation & Fundraising Income	4400	29,352	18,000	57,000	85,000	3.0%	28,000
4500 · Grant Income	4500	200	1,500	1,500	75,000	2.6%	73,500
4600 · Other Revenue	4600	7,030	7,680	7,400	7,400	0.3%	0
4900 · Interest Income	4900	6,447	6,000	7,945	7,900	0.3%	-45
Total Income		1,934,748	2,080,744	2,081,970	1,871,900	65.2%	-210,070
Expense							
5000 · Payroll Expenses							
5010 · Wages & Salaries	5010	940,181	931,662	1,078,062	862,500	46.6%	-215,562
5020 · Employer Taxes	5020	73,312	80,621	81,900	65,600	3.5%	-16,300
5030 · Employee Benefits	5030	199,585	191,528	198,800	159,100	8.6%	-39,700
5040 · Workers Comp Expense	5040	71,636	99,496	60,000	66,000	3.6%	6,000
5050 · Accrued Comp, Sick, & Vacation	5050	0	4,200	4,000	4,000	0.2%	0
5060 · Other Personnel Costs	5060	3,386	3,000	3,100	3,100	0.2%	0
Total 5000 · Payroll Expenses	5000	1,288,100	1,166,267	1,425,862	1,160,300	62.6%	-265,562
5100 · Program Expenses							
5110 · Concession & Merchandise Exp.	5110	13,316	15,850	14,450	14,000	0.8%	-450
5130 · Program Supplies	5130	23,222	25,735	26,625	27,000	1.5%	375
5100 · Program Expenses - Other	5100				0	0.0%	0
Total 5100 · Program Expenses	5100	36,538	41,585	41,075	41,000	2.2%	-75
5140 · Fundraising Expense	5140	5,136	5,000	6,000	6,000	0.3%	0
5200 · Advertising & Promotion	5200	5,922	11,800	10,500	10,500	0.6%	0
5220 · Bank & Merchant Fees	5220	3,995	4,620	4,500	5,000	0.3%	500
5230 · Contributions to Others	5230	14,211	15,512	15,100	15,000	0.8%	-100
5240 · Copying & Printing	5240	544	840	840	1,000	0.1%	160
5260 · Dues, Mbrshps, Subscr, & Pubs	5260	4,726	6,150	5,600	6,000	0.3%	400
5270 · Education, Training & Staff Dev	5270	7,773	9,500	11,000	11,000	0.6%	0
5280 · Equip., Tools & Furn (<\$5k)							
5282 · Office ET&F	5282	1,908	10,900	7,000	7,000	0.4%	0
5284 · Program ET&F	5284	153	4,000	3,000	3,000	0.2%	0
5286 · Small Tools & Equipment	5286	1,489	3,000	2,800	3,000	0.2%	200
Total 5280 · Equip., Tools & Furn (<\$5k)		3,550	8,363	12,800	13,000	0.7%	200
5290 · Equipment Rental	5290	88,234	90,000	90,000	90,000	4.9%	0
5300 · Insurance	5300	38,249	42,240	48,576	48,600	2.6%	24
5310 · Interest Expense	5310	0	0	0	0	0.0%	0
5320 · Miscellaneous Expense	5320	0	550	1,300	1,300	0.1%	0
5330 · Professional & Outside services							
5332 · Accounting	5332	5,900	6,000	10,000	10,000	0.5%	0
5334 · Legal	5334	27,180	6,000	6,000	6,600	0.4%	600
5336 · Engineering Services	5336	172	4,000	4,000	8,000	0.4%	4,000
5338 · Other Professional & Outside Labor	5338	48,332	13,280	86,200	94,900	5.1%	8,700
Total 5330 · Professional & Outside services		81,584	39,874	106,200	119,500	6.5%	13,300
5340 · Postage & Delivery	5340	2,176	3,200	2,000	2,500	0.1%	500
5350 · Rent-Facility use fees	5350	6,784	8,700	8,100	9,000	0.5%	900
5360 · Repair & Maintenance							
5361 · Building R&M	5361	3,847	13,000	11,000	12,700	0.7%	1,700
5362 · Equipment R&M	5362	9,470	18,150	16,150	18,600	1.0%	2,450
5363 · General R&M	5363	9,460	9,000	9,400	10,900	0.6%	1,500

Paradise Recreation & Park District - General Fund (2510) Budget

Preliminary Draft

Fiscal Year: 2019-2020

4/1/2019

Description	Code	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019 - 2020	%	Difference
		Actual	Final	Approved	Budget	Inc / Exp	FY 17-18 / FY 18-19
5364 · Grounds R&M	5364	17,450	40,750	38,400	44,200	2.4%	5,800
5365 · Pool R&M	5365	15,948	16,500	18,500	21,300	1.1%	2,800
5366 · Vehicle R&M	5366	6,712	9,900	8,900	10,300	0.6%	1,400
5367 · Janitorial	5367	9,594	10,350	10,300	11,900	0.6%	1,600
5368 · Security	5368	1,265	1,320	1,300	1,500	0.1%	200
5369 · Vandalism	5369	0	0	0	500	0.0%	500
Total 5360 · Repair & Maintenance		73,747	82,924	113,950	131,900	7.1%	17,950
5370 · Supplies - Consumable	5370						
5372 · Office Supplies	5372	8,872	9,460	9,300	11,200	0.6%	1,900
5374 · Safety & staff supplies	5374	3,017	3,900	4,200	5,300	0.3%	1,100
Total 5370 · Supplies - Consumable		0	17,609	13,500	16,500	0.9%	3,000
5380 · Taxes, Lic., Notices & Permits	5380	2,920	3,300	3,000	4,500	0.2%	1,500
5390 · Telephone & Internet	5390	3,997	5,200	26,100	31,400	1.7%	5,300
5400 · Transportation, Meals & Travel	5400						
5402 · Air, Lodging & Other Travel	5402	0	0	700	1,100	0.1%	400
5404 · Fuel	5404	12,633	13,000	13,000	16,300	0.9%	3,300
5406 · Meals	5406	153	500	1,000	1,200	0.1%	200
5408 · Mileage & Auto Allowance	5408	0	500	1,000	1,500	0.1%	500
Total 5400 · Transportation, Meals & Travel		12,786	12,600	15,700	20,100	1.1%	4,400
5410 · Utilities	5410						
5412 · Electric & Gas	5412	79,388	86,495	87,867	79,100	4.3%	-8,767
5414 · Water	5414	19,891	24,400	22,500	20,300	1.1%	-2,200
5416 · Garbage	5416	9,877	9,500	9,900	9,000	0.5%	-900
Total 5410 · Utilities	5410	109,157	123,535	120,267	108,400	5.9%	-11,867
Total Expense		1,790,128	1,669,242	2,081,970	1,852,500	100.0%	-229,470
Total Net Operating Income and Expenses		144,620	411,503	0	19,400	1.0%	19,400
Beginning Fund Balance							
1011 · General Operating (Cash) - 2510	1011	0	102,226	1,003,228	1,000,000	34.8%	-3,228
Total Available Funds		0	719,708	1,003,228	1,000,000	34.8%	-3,228
Other Budgeted Expenditures (Allocations from General Fund)							
ACO	1012	0	0	1,000	0	0.0%	-1,000
Contingency	1013	0	125,000	100,000	187,000	58.6%	87,000
CIP-Construction in Progress/Fixed Assets	1800	270,757	103,000	38,000	19,400	5.6%	-18,600
General Reserve		0	0	0	0	0.0%	0
Impact Fee Funds	4200	66,149	0	108,450	97,600	28.0%	-10,850
Reserves for Future Expenditure		0	0	0	0	0.0%	0
Scholarship Funds (Scholarship Granted (Contra to Acct.4400)	4401	5,109	0	5,130	4,700	1.3%	-430
Vehicles	1740	0	0	40,000	40,000	11.5%	0
Allocations-Total		342,015	233,037	1,003,228	348,700	100.0%	-654,528
Total Revenue and Funds Available		1,934,748	2,800,452	3,085,198	2,871,900	100.0%	-213,298
Total Expenses and Allocations		2,132,143	1,902,279	3,085,198	2,201,200	100.0%	-883,998
Net Income		-197,395	898,174	0	670,700	36.2%	670,700
Beginning Fund Balance		0	719,708	1,003,228	1,000,000		
Ending Fund Balance		-197,395	1,028,211	810,648	857,700		

Paradise Recreation & Park District - General Fund (2510) Budget

Preliminary Draft

Fiscal Year: 2019-2020

4/1/2019

Description	Code	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019 - 2020	%	Difference
		Actual	Final	Approved	Budget	Inc / Exp	FY 17-18 / FY 18-19
Summary							
Grand Total Budget							
Total Income		1,934,748	2,080,744	2,081,970	1,871,900	65.2%	-210,070
Expense							
Total Salary and Benefits		1,288,100	1,166,267	1,425,862	1,160,300	52.7%	-265,562
Total Services and Supplies		487,818	502,975	656,108	692,200	31.4%	36,092
Total Contributions to Others		14,211	12,861	15,100	15,000	0.7%	-100
Total Expense		1,790,128	1,669,242	2,081,970	1,852,500	84.2%	-229,470
Total Available Funds		0	719,708	1,003,228	1,000,000	45.4%	-3,228
Total Allocations		342,015	233,037	1,003,228	348,700	15.8%	-654,528
Net Income		-197,395	898,174	0	670,700		670,700

Staff Report**May 8, 2019**

DATE: 4/30/2018
 TO: Board of Directors
 FROM: Dan Efseaff, District Manager
 SUBJECT: Standing Committee Review

1. BACKGROUND

At the January 8, 2019 regularly scheduled Board meeting, Board Chairperson Bellefeuille directed staff to calendar the 2019 Standing Committee assignments for re-evaluation at the May 2019 regularly scheduled Board meeting.

2. DISCUSSION

Staff has provided the BOD with a copy of the BOD Minute excerpt for January 8, 2019 (Attachment A) and a copy of the 2019 BOD Standing Committee assignments and responsibilities (Attachment B)

3. RECOMMENDATION

Re-evaluate current standing committee assignments for possible revisions.

Attachments:

- A) BOD Meeting Minute Excerpt for January 8, 2019
- B) 2019 BOD Standing Committee Assignments

O:\BOD\BOD_Meetings\2019\19.0508\8.1_2019.0508.BOD.Standing_Committee_Review.docx
 5/2/2019

Vice Chairperson McGreehan moved that the PRPD Board of Directors provide payment of lost wages for the scheduled number of hours for employees during the noted period of November 8, 2018 to December 17, 2018 for part-time permanent employees. As this is intended to retain employees, only employees that remain in the District employment by the end of February are eligible. The motion was seconded by Director Rodowick and carried unanimously with 5 ayes.

AYES: Bellefeuille, McGreehan, Anderson, Van Roekel and Rodowick

NOES: None

ABSTENTIONS: None

ABSENT: None

9.3 Assign Standing Committees – The PRPD Board of Directors Chairperson will (1) assign two PRPD Board members to each of the following standing committees to serve for the 2019 calendar year: Personnel, Finance, and Recreation and Park; (2) establish the 2019 District ad-hoc advisory committees and assign Board members as needed; and (3) dissolve ad-hoc committees, if needed, that have met their objective(s).

Chairperson Bellefeuille made the following standing committee appointments for the 2019 calendar year:

- Personnel Standing Committee
 - Chairperson: Al McGreehan
 - Member: Julie Van Roekel
- Finance Standing Committee
 - Chairperson: Steve Rodowick
 - Member: Mary Bellefeuille
- Recreation and Park Standing Committee
 - Chairperson: Robert Anderson
 - Member: Steve Rodowick

Further, Chairperson Bellefeuille directed staff to calendar these committee assignments for the May 2019 regularly scheduled Board meeting for re-evaluation.

The Board reviewed the ad-hoc advisory committees and concurred that these ad-hoc committees had met their objective.

With concurrence from the Board, Chairperson Bellefeuille dissolved the following ad-hoc committees as it was deemed they had met their objective(s), effective January 8, 2019:

- Paradise Community Village Corporation Ad-hoc Advisory Committee (established 06-10-03)
 - Al McGreehan and Mary Bellefeuille

**Paradise Recreation and Park District
2019 STANDING COMMITTEES**

PERSONNEL:

AL MCGREEHAN, Chairperson

JULIE VAN ROEKEL, Member

- *Review and recommend staff salary and wages*
- *Review general staffing needs*
- *Review and recommend other personnel matters as needed*
- *Budget study and review (personnel)*
- *Meet as needed to observe daily operation*
- *Provide Board and Staff Liaison and subjects related thereto.*

FINANCE:

STEVE RODOWICK, Chairperson

MARY BELLEFEUILLE, Member

- *Review and recommend equipment and projects for Fixed Assets*
- *Review budget and general finance items as needed*
- *Review short and long term capital improvement plan*
- *Budget study and review (income and expense)*
- *Evaluate development and assessment fees as needed*
- *Review Marketing Plan and amend as needed*

RECREATION AND PARK:

ROBERT ANDERSON, Chairperson

STEVE RODOWICK, Member

- *Visit facilities and review needs*
- *Review Town and County general plan and District master plan, as well as each respective implementation status*
- *Review and recommend various facility use agreements as needed*
- *Meet with Paradise Unified School District as needed*
- *Serve as liaisons to other public agencies*
- *Meet as needed on program and facility related items.*



***Paradise Recreation and Park District
2019 STANDING COMMITTEES***

2019 AD-HOC ADVISORY COMMITTEE ASSIGNMENTS

<p><i>Crain Park Ad-hoc Advisory Committee</i> <i>(Established 08-12-08)</i></p> <p><u>Julie Van Roekel</u> and <u>Robert Anderson</u> and <u>STAFF</u></p>	<p><i>FLSA/Minimum Wage Ad-hoc Advisory Committee</i> <i>(Established 09-13-16)</i></p> <p><u>Al McGreehan</u> and <u>Mary Bellefeuille</u></p>
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COMMITTEE GUIDELINES

- ❑ Committees will meet on an as needed basis. It is recommended that committee meetings for study or research include staff to insure good communication input and direction. All Committees are comprised of less than a quorum of the Board.
- ❑ Ad-hoc advisory committees can be appointed on an as needed basis and may only meet on items associated with assigned responsibility.
- ❑ Paradise Recreation and Park District Standing Committees meet the definition of a legislative body as indicated in California Government Code known as the Brown Act. These are meetings with a continuing subject matter such as Personnel, Finance, and Recreation and Park.
- ❑ Under California Government Code 54953, all meetings of a legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.
- ❑ Our Ad-hoc Advisory Committees may or may not be legislative bodies as specified in the Government Code. To avoid confusion in the interpretation of the Brown Act requirements, PRPD will treat ad-hoc advisory committees in the same manner as standing committees.
- ❑ It is recommended that one current committee member stay on each standing committee to assure continuity on pending issues.

Staff Report

May 8, 2019



DATE: 5/30/2019
 TO: Board of Directors
 FROM: Dan Euseff, District Manager
 SUBJECT: Actions related to District Recovery from the Camp Fire

1. Background

Staff will provide an update on District actions following the Camp Fire. This provides basic information as to the status of District resources and our responses. In addition, this update touches on the quickly moving opportunities and partnerships that are forming. These changes point to the need to accelerate our strategic planning and direction.

This is only a very brief listing of all activities and encourage BOD member provide any questions if they would like a more detailed update.

a. Parks and Facilities Update

Terry Ashe Recreation Center

- Need to install A/C units.
- Clean-up essentially complete. Facility repairs to exterior (paint, some singed areas, broken windows) and smoke and debris clean-up in attic and interior have been completed. Repaired septic line and irrigation lines. Landscaping cleared. Hazard trees removed.
- Gazebo cleared and repainted. Need to install roof.
- Containers on site for storage.
- Park Crews and ATI have cleaned up the landscaping and stripped and repainted the gazebo.
- The facility is available for rentals and events. We are awaiting service for internet, phones, and water.

Shop

- Hazardous waste picked up.
- Awaiting debris clean-up.
- Some contents and vehicles replaced.
- Developing Scope of Work to develop a new facility with an Engineering firm.
- Hazardous material removed. Awaiting debris clean-up.
- Will need to develop Engineering Plan and needs assessment for shop replacement.

Gold Nugget Museum

- Archeology survey completed, removal/protection of key features completed.
- Hazardous material removed. Awaiting debris clean-up.

Aquatic park

- Hazardous material removed. Awaiting debris clean-up.
- ATI is consulting with a pool company that is conducting pool clean-ups in area (4/30).
- Will need to develop Engineering Plan for replacement building.

Bille Park

- Much of the clean-up is complete (burned landscaping) with the following tasks remaining: removal of additional dead or hazardous trees in developed area, repair of playground structure, removal of destroyed trailers.
- In addition, trails, and trees and fuel reduction work in the undeveloped steep portion will need to be completed. The area is closed; however, people continue to walk past the caution tape.
- Site is improved for temporary shop (container). Storage shed is cleared for construction.
- We are working with a landscape architect to plan a new ADA approved approach to the damaged play structure.

Moore Road

- The hazardous material and debris associated with the horse arena and fencing have been cleaned up. We are assisting the Paradise Horseman's Association with the clean-up of surviving facilities.

- PG&E removed trees along the power line near the dog park, which have been removed.
- Parks crew will replace scoring booths, backstops, scoreboard, and fencing at the ball fields.
- We are working on restarting the LED retrofit project on the ball field #2, along with other facilities that we were working on (except for the Shop). We are seeking quotes on installing poles and lights on the other field.
- We have a salvage logging operation that will thin dead and hazard trees in the undeveloped area of the property. The operation is at no cost to the District and includes treatment of the slash thanks to funding from the American Forest Foundation.

Crain Park

- Met with a forester that is doing a salvage logging operation (different than the other operations noted) on the neighboring property. We are looking at a no-cost, or small revenue for the logs. This will be a thinning operation around the developed area and north of the access road. Unfortunately, the south side of the creek suffered higher mortality and will require removal. We will work with the logging operation to see if the skid trails can follow trails and will seek additional help to maintain the property as a demonstration area and maintain and install signs for trails.

Lakeridge - Salvage logging operation complete on our access property. The same organization acreage.

Noble – Will inspect trees on property and irrigation system. Potential lease for logging staging area is on hold for now.

Coutolenc Park

- Hazardous materials removed, and inspections completed. Awaiting clean-up of remaining debris.
- Uncertain over costs or reimbursement of archery range and buildings.
- Met with BLM who is completing required assessments for potential logging operations and other options.
- Will need to re-establish well (it's on well company's list) and replacement shed.
- We will be working on a potential transaction to more fully transfer the property to the District.

Tied in with these activities are an intensive documentation for Park Supervisor Cobb, Administrative Assistant Campbell, Finance Assistant Merrifield, and myself. Numerous partnerships are underway (we can highlight some of these at the meeting), but they are extremely fluid and developing.

b. Programs

Events and rentals have slowly returned to our facilities and staff is planning for a new Activity Guide by the end of the month. One significant barrier may be transportation and we are exploring potential solutions.

2. **Fiscal Impact**

Current insurance losses remain at less than \$4 million. Tax revenues over the next three years will be part of the legislative backfill; however long-term tax and program revenues remain highly uncertain. While we may receive some insurance to pay for the loss of program revenue this will likely cover only this Fiscal Year. We seek potential private foundation funds to partially offset these costs over the medium term.

3. **Discussion**

While the response and recovery continue underway, a number of potential opportunities are arising that have profound impacts on the long-term success of the District. While we respond to these as they arise and bring them to the BOD for consideration if there is an agreement for approval, there is considerable appeal to accelerate our consideration of our strategic plan and provide conceptual approval to our current approach.

To solidify our direction, we are working on a strategic planning session with the BOD and staff and will accelerate the review of the Master Management Plan. In addition, as a response to the aftermath of the fire of the staff developed a white paper on opportunities. These include:

- 1) Park Acquisition and Development to:
 - a) Enhance Existing Parks (or Partner Recreational Properties) to Improve Fuels Management, Road Connectivity, Public Access, and Recreation.
 - b) Develop a Camp Fire Memorial Park.
 - c) Develop a new Adventure Park.
 - d) Extend Butte County Rail Trail Project and Expand Fuels Management Projects to Paradise Lake and develop a study for additional expansion.

- e) Develop Magalia Park Development.
 - f) Support the Development of a Sport Fieldhouse Complex.
 - g) Butte Creek Canyon Park Expansion near the Honey Run Covered Bridge.
- 2) Pursue agreements to link and expand recreation on existing properties owned or managed by the:
 - a) Paradise Irrigation District,
 - b) Bureau of Land Management, and
 - c) Other Potential Partners (such as Town of Paradise, CSU Chico, etc).
 - 3) Develop a Feasibility Study and Compliance for the Strategic Development of Parks and Trails and appropriate Land Management within the District (including the Sunrise and Sunset Rim Community Buffers, Watershed (Creeks) Greenways in Paradise, the Concow Region, Butte Creek Canyon, and the Paradise Lake Area).
 - 4) Develop new Partnerships and Programs, Classes, and Events to meet community needs and help expand District Offerings.

4. Recommendation

Staff recommends that the BOD 1) review current District actions; and 2) approve in concept the exploration of Post-Camp Fire opportunities. As the opportunities mature, Staff will seek BOD consideration. The Strategic Plan and Master Management Plan will provide the framework for consideration of these options, but the conceptual approval will certainly provide an impetus to moving these options forward.

Attachments: None

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5/1/2019



TO: CARPD Member Districts

FROM: Matthew Duarte, Executive Director

SUBJECT: 2019 SLATE OF BOARD CANDIDATES

DATE: April 18, 2019

Hello CARPD Members! The CARPD Conference in South Lake Tahoe, California is rapidly approaching and with it the annual CARPD General Membership Meeting. Every year during the General Membership Meeting, the CARPD Board of Directors Election is conducted with the membership. This year, the election will take place at approximately 9:00 a.m. on May 23, 2019 at the Conference in the Lake Tahoe Resort Hotel in South Lake Tahoe, California.

In accordance with CARPD Association Bylaws, **CARPD is soliciting any qualified candidates interested in serving on the CARPD Board of Directors.** Nominees must be individuals affiliated (as Board of Directors, employees or otherwise) with active members in good standing. Furthermore, pursuant to CARPD Association Bylaws at Article 5, subsection 6, the CARPD Nominations Committee has submitted the following slate of candidates for the open Board positions:

CARPD 2019 Slate of Board Candidates

President – Elect	Dennis Waespi, Easy Bay Regional Park District
Secretary	Maryalice Faltings, Livermore Area Recreation and Park District
Two Directors at Large (Odd Year)	Open Open
Administrator Representative (Odd Year)	Lindsay Woods, Hesperia Recreation and Park District

In addition to the slate identified by the Nominating Committee, Member Districts may also nominate one of its board members as a CARPD Officer or Director-at-Large, or its General Manager, Assistant General Manager or Chief Administrative Officer, as an Administrator, by submitting a letter and a copy of a board resolution supporting such nomination to CARPD prior to the annual meeting.

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Any Member District wishing to submit a nomination should submit (1) a letter of nomination and (2) a copy of its Board Resolution supporting the nomination directly to the CARPD office located at 6341 Auburn Boulevard, Suite A, Citrus Heights, CA 95621. To be sure a nominee is included on the ballot, the letter and resolution must be received no later than close of business on **Friday, May 17, 2019**. Email submissions are preferred and may be sent directly to Carlee Weston at cweston@capri-jpa.org.

Finally, any qualified candidate may be nominated from the floor at the General Membership Meeting and, if elected, provide the President with a resolution from the member district's board endorsing the nominee to serve on the corporation's Board of Directors not later than sixty (60) days after the annual meeting. The candidate will not commence into office unless and until such time as the resolution is presented to the corporation's Board of Directors.

If you have any questions regarding the election or its procedures, please feel free to contact me at (916) 722-5550.

Sincerely,



Matthew Duarte
Executive Director