



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room B
Wednesday, January 12, 2022, 6:00 pm

The public may listen to this meeting via computer or telephone. The public may submit comments prior to the meeting via email to BODclerk@paradisepprd.com before 1:00 p.m. on the day of the meeting and they will be read into the record. Please use the link to join the webinar: <https://us02web.zoom.us/j/84518561101?pwd=YlBnYlBpM0VMVk4vNzkxd2JXRHQzQT09> Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma). Meeting ID: 845 1856 1101 Password: 282411

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:
- 1.4. Special Presentations: Kirk Williams (Recreation Supervisor) – Supporting school sites through STEAM (Science, Technology, Engineering, and Math)

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes: Regular Meeting of December 8, 2021
- 3.2. Correspondence: None.
- 3.3. Payment of Bills/Disbursements (Warrants and Checks Report)
Check # 053204 to and including #053409 and #900737 to and including #900745 and #900748 to 900749 including refunds and/or void checks reported.

4. COMMITTEE REPORTS - NONE

5. REPORTS

- 5.1. District Report
- 5.2. Board Liaison Reports

6. CLOSED SESSION: NONE.

7. OLD BUSINESS:

- 7.1. Electronic Sign Replacement. After nearly a decade, the electronic sign at the Terry Ashe Recreation Center is approaching the manufacturer's estimated life of the sign (10 years). The Parks and Recreation Committee considered repair and replacement options and recommend replacement. The new sign will include software upgrades and remote options. As per the current agreement, the costs will be split with the Town of Paradise and Paradise Irrigation District. **Recommendation:** *The Parks and Recreation Committee recommends that the Board authorizes replacing the sign for a cost not to exceed \$41,000 and the District portion coming from the Incorporated Impact Fees for Facilities Fund.*
- 7.2. TARC Solar Panel Proposal – Staff seek Board approval to pursue a solar panel installation project at the Terry Ashe Recreation Center. **Recommendation:** *Authorize the District Manager to execute*

the Solar Panel Installation project at the Terry Ashe Recreation Center using the prepaid lease option.

8. **NEW BUSINESS**

- 8.1. Land and Water Conservation Fund Grant Proposal – Staff seek Board authorization to pursue a Land and Water Conservation Fund Grant for development of Oak Creek Park. **Recommendation:** *Approve resolution #22-01-1-510 as presented and authorize District Manager to submit a proposal for the Land and Water Conservation Fund grant.*
- 8.2. 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 2022 calendar year and set tentative reoccurring meeting dates: Personnel, Finance, and Recreation and Park; (2) establish the 2022 District ad-hoc advisory committees and assign Board members as needed; and (3) dissolve ad-hoc advisory committees that have met their objective, as needed. **Recommendation:** *Approve committee assignments.*
- 8.3. Agenda Order Revision- The agenda order is changed to allow the most pressing business and action items be taken up earlier in the meeting. **Recommendation:** *Adoption of new agenda order.*

9. **BOARD COMMENT**

10. **ADJOURNMENT**

Adjourn to the next regular meeting on 2/9/2022 at 6:00 p.m., in Conference Room B, 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@paradisepspd.com at least 48 hours in advance of the meeting.

This institution is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

004832

Paradise Recreation and Park District
Board of Directors Regular Meeting
Terry Ashe Recreation Center, Room B
December 8, 2021

MINUTES

Special Notice:

The public may listen to this meeting via computer or telephone. The public may submit comments prior to the meeting via email to bodclerk@paradisepd.com before 1:00 p.m. on the day of the meeting and they will be read into the record.

Please use the link to join the webinar: <https://us02web.zoom.us/j/84518561101?pwd=YlBnYlBpM0VMVk4vNzkxd2JXRHQzQT09>
Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma)
Meeting ID: 845 1856 1101 Password: 282411

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1. CALL TO ORDER:

The regular meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Mary Bellefeuille at 6:00 p.m.

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

Present: Chairperson Mary Bellefeuille, Vice Chairperson Steve Rodowick, Secretary Robert Anderson, Director Al McGreehan, and Director Dennis Ivey.

PRPD STAFF:

Present: District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, District Accountant Catherine Merrifield, Administrative Assistant II Sunny Quigley, and Administrative Assistant III Sarah Hoffman.

Present via tele-conference: Recreation Supervisors Scott Amick and Jeff Dailey

1.3 WELCOME GUESTS:

Chairperson Bellefeuille welcomed the following guests:

Present: Consultant Chris Thomas; Citizens John Stonebraker, Linda Horton-Lyons, and Mark Thorp

1.4 SPECIAL PRESENTATIONS: None.

2. PUBLIC COMMENT: None.

004833

3. CONSENT AGENDA**3.1 Board Minutes: Regular Meeting of November 10, 2021****3.2 Correspondence: None.****3.3 Payment of Bills/Disbursements (Warrants and Checks Report)**

Check #053065 to and including #053203 and #900727 to and including #900736 in the total amount of \$185,255.21 including refunds and/or void checks reported.

3.4 Information Items (Acceptance only): None.**MOTION:**

Vice Chairperson Rodowick moved to approve the Consent Agenda. The motion was seconded by Director Ivey and carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

4. COMMITTEE REPORTS

4.1 Finance Committee - The Committee met on November 15, 2021 to review CalPERS medical liability, Terry Ashe solar agreement, and the Lakeridge and Jordan Hill property acquisitions. (Written Report)

Vice Chairperson Rodowick summarized the written report presented to the Board. The Board concurred to receive this report as presented.

4.2 Recreation and Parks Committee – The Committee met on November 17, 2021 to review the updated electronic sign replacement quote, the Terry Ashe solar agreement, and the Lakeridge and Jordan Hill acquisitions. (Written Report)

Secretary Anderson summarized the written report presented to the Board. The Board concurred to receive this report as presented.

Staff requested that Item 5.1 be moved to after Items 7.1 and 7.2. The Board agreed to moving the District Report until after Old Business.

7. OLD BUSINESS

7.1 Acquisition of the Lakeridge Addition (APN: 066-340-005) – The District has an opportunity to acquire a parcel (Assessor’s Parcel Number (APN): 066-340-005) adjacent to the existing Lakeridge Park property. If acquired, the property provides cost savings in long-term development costs and existing features that may allow for short-term improvements. *Recommendation: Approve resolution #21-12-1-508 to authorize the District Manager signatory authority to finalize purchase of the parcel.*

004834

The Board discussed the merits of moving forward with the Lakeridge acquisition. Staff answered questions, after which the Board deliberated.

Chairperson Bellefeuille opened the discussion to public comment.

Citizen Horton-Lyons addressed the Board first, citing lack of affordable housing and commercial property zoning issues in opposition to the Lakeridge acquisition.

Citizen Stonebraker also expressed opposition to the Lakeridge acquisition.

The Board further discussed the concerns expressed in public comment, to which District Manager Efseaff answered questions.

Chairperson Bellefeuille asked the Board to entertain a motion.

MOTION:

Secretary Anderson moved to approve the resolution. The motion was seconded by Vice Chairperson Rodowick, and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

7.2 Donation of the Jordan Hill Property (APNs 065-260-001 and 058-130-035) from the Nicholas G. Repanich and Susan M. Repanich Trust – The District has the opportunity to accept the donation of real estate in Magalia from the Nicholas G. Repanich and Susan M. Repanich Trust. The property meets multiple District goals, such as: opportunities for trail access, land management to reduce fire risks, and educational opportunities. Staff seeks authority to complete the acquisition. Recommendation: Approve resolution #21-12-2-509 to authorize the District Manager signatory authority to finalize acquisition of the Jordan Hill property donation.

Consultant Thomas presented information to the Board about the Jordan Hill properties, citing discrepancies on the County historical records in reference to acreage and APNs. Thomas mentioned that he would keep the Board informed, that it was a Title issue.

The Board and Thomas discussed the details further. Chairperson Bellefeuille asked if there were any further Board questions.

Chairperson opened the discussion to public comment.

Citizen Stonebraker suggested using a different appraiser, due to errors on the current appraisal. Stonebraker expressed support for the acquisition.

004835

MOTION:

Vice Chairperson Rodowick moved to approve the resolution. The motion was seconded by Director McGreehan and carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

5. REPORT**5.1 District Report**

District Manager Efseaff opened with news about the California State Parks Grant, saying that the Noble Park submission was denied, but that Lakeridge Park grant submission was approved to receive \$5.22 million for funding development.

The Board asked about stipulations, public input, news releases, and Upper Ridge Community Plan collaboration in reference to the award for Lakeridge Park.

Staff updated the Board further about recreation and event happenings over the last month.

5.2 Board Liaison Reports (Oral Reports)

- Director McGreehan attended the LAFCO meeting at the Oroville City Council Chambers addressing the status of the Tuscan Water District groundwater project.
- Chairperson Bellefeuille informed the Board and Staff about PATCH meeting updates, noting that they met with the Gold Nugget Museum about property proposals.

8. NEW BUSINESS

8.1 Election of Officers - The PRPD Board of Directors will elect a Chairperson, Vice Chairperson, and Secretary to serve in the 2022 calendar year. *Recommendation: Elect officers to serve on the PRPD Board of Directors for the 2022 calendar year.*

Current Chairperson Bellefeuille opened up nominations for the 2022 Board Chairperson. Vice Chairperson Rodowick nominated Director McGreehan for Board Chairperson. Secretary Anderson seconded the nomination.

MOTION:

Secretary Anderson moved to close nominations. Chairperson Bellefeuille seconded the motion, and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

004836

MOTION:

Chairperson Bellefeuille asked for a Roll Call Vote on the nomination of Al McGreehan for Board Chairperson for the 2022 calendar year. The motion carried with 4 ayes, 1 abstain.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, abstain; and Director Dennis Ivey, aye.

Chairperson Bellefeuille opened up nominations for the 2022 Board Vice Chairperson. Chairperson Bellefeuille nominated Vice Chairperson Rodowick to continue as Vice Chairperson, and seeing no objections asked if the Board was ready to close nominations.

MOTION:

Secretary Anderson moved to close nominations. Director Ivey seconded the motion, and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

MOTION:

Chairperson Bellefeuille asked for a Roll Call Vote on the nomination of Steve Rodowick to continue as Board Vice Chairperson for the 2022 calendar year. The motion carried with 4 ayes, 1 abstain.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, abstain; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

Chairperson Bellefeuille opened up nominations for the 2022 Board Secretary. Director Anderson nominated Chairperson Bellefeuille for Board Secretary, and seeing no objections asked if the Board was ready to close nominations.

MOTION:

Director Ivey moved to close nominations. Vice Chairperson Rodowick seconded the motion, and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

MOTION:

Chairperson Bellefeuille asked for a Roll Call Vote on the nomination of herself, Chairperson Bellefeuille, as Board Secretary for the 2022 calendar year. The motion carried with 5 ayes.

004837

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Al McGreehan, aye; and Director Dennis Ivey, aye.

9. BOARD COMMENT:

- Director Ivey noted that students from Adelphi College would be in town and looking to volunteer in January and March. Director Ivey also mentioned possible District interest/use of the Town of Paradise owned Berry Creek Drive property.
- Vice Chairperson Rodowick informed Staff about Paradise Lake gates not being opened on time upon his recent visit.
- Director McGreehan congratulated Staff on a “phenomenal” year for activities, programs, events, and park progress.
- Chairperson Bellefeuille showed appreciation for the Staff’s efforts as well.

11. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 7:41 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on January 12, 2021, at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center, (6626 Skyway, Paradise, California).

 Al McGreehan, Chairperson

 Mary Bellefeuille, Secretary

PARADISE RECREATION & PARK DISTRICT
COUNTY MONTHLY CHECK REGISTER

Fund 2510

DECEMBER

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

053204-053254	12/1/2021		Payroll Summary	30,977.78	0.00	0.00	30,977.78	

Direct Deposit	12/1/2021		Payroll Summary	21,220.38	0.00	0.00	21,220.38	

053300-053350	12/15/2021		Payroll Summary	27,313.07	0.00	0.00	27,313.07	

Direct Deposit	12/15/2021		Payroll Summary	21,009.54	0.00	0.00	21,009.54	

053364-053409	12/29/2021		Payroll Summary	21,446.35	0.00	0.00	21,446.35	

Direct Deposit	12/29/2021		Payroll Summary	18,605.92	0.00	0.00	18,605.92	

053256	12/3/2021		VOYA INSTITUTIONAL TRUST CO	175.00			175.00	
053257	12/3/2021		VANTAGEPOINT TRANSFER AGENT	550.00			550.00	
053258	12/3/2021		VISION SERVICE PLAN - (CA)	183.02			183.02	
053259	12/3/2021		PRINCIPAL LIFE INSURANCE CO	126.14			126.14	
053260	12/3/2021		PREMIER ACCESS INSURANCE CO	991.08			991.08	
053261	12/3/2021		INDUSTRIAL POWER PRODUCTS		176.69		176.69	
053262	12/3/2021		DSM INC		300.00		300.00	
053263	12/3/2021	Y	MEGHAN KELLY		0.00		0.00	
053264	12/3/2021		LAURA BURNS WOOD		100.00		100.00	Refund
053265	12/3/2021		TLYER WOODCOX		7.87		7.87	A
053266	12/3/2021		MAX MINARDI		400.00		400.00	B
053267	12/3/2021		KATIE BARRETT		300.00		300.00	B
053268	12/3/2021		PARADISE RECREATION & PARKS	21,220.38			21,220.38	C
053269	12/3/2021		RIDGE PRESBYTERIAN CHURCH		1,035.00		1,035.00	Refund
053270	12/3/2021		UNCLE POOF ENTERTAINMENT		200.00		200.00	B
053271	12/3/2021		RENTAL GUYS CHICO		1,929.25		1,929.25	
053272	12/3/2021		VERIZON WIRELESS		80.10		80.10	
053273	12/3/2021		AT&T		598.53		598.53	
053274	12/3/2021		CHICO ENVIRONMENTAL		2,000.00		2,000.00	
053275	12/3/2021		CALIFORNIA DEPARTMENT OF TAX		313.35		313.35	
053276	12/3/2021		PARADISE IRRIGATION DISTRICT		1,512.12		1,512.12	
053277	12/3/2021		FGL ENVIRONMENTAL		53.00		53.00	
053278	12/3/2021		DE LAGE LANDEN FINANCIAL		223.19		223.19	
053279	12/3/2021		BLUE SKY EVENT SERVICES		370.00		370.00	
053281	12/10/2021		NORTH STATE GROCERY INC		185.22		185.22	
053282	12/10/2021		THOMAS ACE HARDWARE		2,780.26		2,780.26	
053283	12/10/2021		SEELEY, CYNTHIA		20.75		20.75	Refund
053285	12/10/2021		THE YULE LOGS		750.00		750.00	B
053286	12/10/2021		GRANT MANAGEMENT ASSOCI		3,587.50		3,587.50	
053287	12/10/2021		KEN'S PARADISE HITCH & WELD		137.14		137.14	
053288	12/10/2021		MCFARLAND, AMY		100.00		100.00	Refund
053289	12/10/2021		O'REILLY AUTO PARTS		259.73		259.73	
053290	12/10/2021		INLAND BUSINESS SYSTEMS		373.72		373.72	
053291	12/10/2021		AT&T/CALNET3		153.73		153.73	
053292	12/10/2021		DEER CREEK BROADCASTING		150.00		150.00	
053293	12/10/2021		COMP, INC		130.00		130.00	
053294	12/10/2021		RIEBES AUTO PARTS		1,246.89		1,246.89	
053295	12/10/2021		ALHAMBRA		93.37		93.37	
053296	12/10/2021		THE YULE LOGS		750.00		750.00	B
053297	12/10/2021		CALIFORNIA SPECIAL DISTRICTS		483.56		483.56	

053298	12/10/2021		FOOTHILL MILL & LUMBER CO.		1,361.69		1,361.69
053299	12/14/2021		MEGHAN KELLY	2,500.00			2,500.00
053351	12/17/2021		MICHELLE THOMPSON		500.00		500.00
053352	12/17/2021		ROTARY CLUB OF PARADISE		174.75		174.75
053353	12/17/2021		LORI MCCOSLIN		21.94		21.94
053354	12/17/2021		CLARK PEST CONTROL		265.00		265.00
053355	12/17/2021		SCOTT AMICK		200.00		200.00
053356	12/17/2021		ACME TOILET RENTALS LLC		414.40		414.40
053357	12/17/2021		OFFICE DEPOT		576.66		576.66
053358	12/17/2021		VERIZON WIRELESS		481.85		481.85
053359	12/17/2021		CARDMEMBER SERVICE		2,993.53		2,993.53
053360	12/17/2021		ALPINE PORTABLE TOILET SERVICE		285.00		285.00
053361	12/17/2021		VOYA INSTITUTIONAL TRUST CO	175.00			175.00
053362	12/17/2021		VANTAGEPOINT TRANSFER AGENT	2,125.00			2,125.00
053363	12/17/2021		PARADISE RECREATION & PARKS	21,009.54			21,009.54
900737	12/3/2021		ACH STATE PR TAX	2,073.13			2,073.13
900738	12/3/2021		ACH FED PR TAX	14,123.30			14,123.30
900739	12/3/2021		ACH CALIFORNIA STATE DISBURS	118.61			118.61
900740	12/20/2021		ACH STATE PR TAX	1,642.82			1,642.82
900741	12/17/2021		ACH FED PR TAX	13,043.28			13,043.28
900742	12/17/2021		ACH CALPERS	12,864.46			12,864.46
900743	12/17/2021		ACH CALPERS	6,098.66			6,098.66
900744	12/17/2021		ACH CALIFORNIA STATE DISBURS	118.61			118.61
900745	12/17/2021		ACH CALIFORNIA STATE DISBURS	171.23			171.23
900748	12/29/2021		CALPERS	6,296.91			6,296.91
900749	12/29/2021		CALPERS	2,726.42			2,726.42

B

A

C

TOTALS				109,903.41	28,171.49	0.00	138,074.90
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GRAND TOTALS				189,640.61	28,171.49	0.00	217,812.10
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Notes:

Refunds = 1,255.75

- A) Reimbursements
- B) Payments for Winter Wonderland entertainment
- C) Transferring funds to the Five Star Bank account for direct deposit payroll

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District Report

Meeting Date: January 12, 2022



DATE: 1/4/2022
 TO: PRPD Board of Directors (BOD)
 FROM: Dan Efseaff, District Manager
 SUBJECT: Monthly District Report

Monthly Report

1. Updates

- a. Meeting Recommendations – We are exploring options to make meetings more efficient. We will return to verbalizing only a few of the topics. During the period when we did only videoconference meetings, we got in the habit of reading the reports in case people did not have the hard copy. As we provide a written report, we would like to shift back to an overview approach with some staff providing more detailed updates or highlights at some meetings. Staff will be on hand for any questions or more details on the report.
- b. Personnel Committee Meeting - The December 21, 2021, meeting was cancelled for lack of quorum.
- c. Acquisitions – We are pleased to announce that PRPD added new properties at the end of December:
 - i. Jordan Hill Road – The seller deeded the property as a donation on 12/22/21. Staff will now look for potential funding for planning and development funds. Staff worked with legal counsel to develop a notification letter on the County situation and the potential impact on the valuation and potentially tax discrepancy with the seller.
 - ii. Lakeridge Addition – The Title company removed the Covenants, Conditions & Restrictions (CC&Rs). This means that they do not consider them valid. The District closed escrow on the purchase on December 28, 2021.

2. Administrative and Visitor Services

- a. PRPD Holidays - Last year, the Federal government added Juneteenth as a new holiday for Federal agencies to observe. The holiday commemorates, June 19, 1865, the day that federal troops showed up in Galveston Texas to take control of the state and ensure that all slaves were finally freed, officially ending slavery in the United States. The holiday is not officially listed under California law, though there may likely be a movement to do so in the next few years, some organizations have added it to their calendar. As per our Personnel Manual PRPD observes the following holidays:
 - New Year's Day, Martin Luther King, President's Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, and Christmas
- b. Front Office Update- Activity in the front office has been moderate, which gave Sunny and Lorrennis time to do a lot of year-end cleaning and organizing. Impact fees were low, probably due to weather.

3. Finance

- a. Routine Reports – Balance Sheet (Attachment A), Year to Date (YTD) Profit & Loss Budget vs. Actual (Attachment B), Monthly Profit & Loss (Attachment C), Investment and Reserve (Attachment D), Recovery Project for the Fiscal Year (Attachment E), and Recovery Project Full Report (Attachment F).
 - i. PRPD was granted \$38,845.00 from the Covid-19 Relief Fund.
 - ii. A \$15,000.00 donation was made for the ice rink by a source that would like to remain anonymous. The total donations for the season are \$63,563.
 - iii. For the month of December, the ice rink has made \$32,350 for a season total of \$67,683.
- b. Impact Fees - For the month of December, the District received a total of \$5,186.50 in impact fees.
- c. Investments – Five Star Bank Interest deposits: Investment Money Market = \$7051.39 and Grant Money Market = \$36.70.
 - i. There were three withdrawals made from the Investment Money Market account in the month of December.
 - 1) \$59,909.00 the remaining amount for the California Disaster Loan, sent to Butte County to replenish the general funds account.

- 2) \$1,000,000.00 was sent to Butte County to replenish the general fund's account.
- 3) \$100,832.72 was the amount to purchase the new Lakeridge property.

4. Parks

- a. Ice Rink- The snow we received was beautiful, but unfortunately it was not good for the Ice Rink, and it required staff that were on vacation to come in to shovel it off (Figure 1). We're lucky to have such a dedicated staff.
- b. Crain Park- We have completed the shed for trash, which should make the duties of our maintenance staff much easier. (Figure 2)
- c. Paradise Lake- The trail around the lake had approximately 20 trees come down from the snow; however, our A TEAM crew had it cleaned up as soon as weather permitted. (Figure 3)

5. Programs

- a. Christmastime Tots – Lori McCoslin's Tiny Tots class had a surprise visit from Santa on December 15 at the Terry Ashe Recreation Center. The 15 participants between the ages of 3 and 5 years were given a special gift from Santa after singing Christmas songs together. Each child also received a handmade quilt from the Paradise Quilters Guild and enjoyed a special holiday snack. (Figures 4 & 5)
- b. Junior Wrestling – This long-running winter PRPD program has started up again with Shannon Magpusao as head coach. The program will continue Tuesdays, Wednesdays, and Thursdays at the PHS Wrestling Room through February.
- c. Fitness and Sports Classes – Other classes currently happening at the Terry Ashe Recreation Center include Fit Fusion, Tai Chi, Yoga, and Judo. Youth Basketball Skills and open gym take place at the Pine Ridge Gym in Magalia.
- d. Winter Wonderland – The Yule Log Performances - Two well-attended Live Holiday Music performances brought the Holiday Cheer to the TARC. Several Hundred attendees danced the night away near the Ice Rink and warmed themselves with tasty beverages donated by Sierra Nevada Brewery. It was awesome. (Figure 6).
- e. Adult Program Thank you – Teacher Ruth Testhart from the Chico Adult Program shared a thank you (Figure 7) to our staff:

“Thank you so much for your warm welcome to our class last Friday, December 10th. We are an adult program from Chico Unified and we came to skate on this day. We had FIVE students who had never skated before and were trying it for the first time; had a BLAST!

Your staff are amazing, truly wonderful humans. We required some extra support and assistance for every part of ice skating: putting skates on, assisting on the ice, and special support for students wearing leg braces. Not only were the staff knowledgeable and helpful, but they were so nice and encouraging for all the young adults, they made us feel very welcome.”

So, thank you very much! “

6. Outreach and Development

- a. Media Releases for the 2021 Calendar Year – There were 16 Media Releases this calendar year (6 months had 2 releases and 6 months had 1 release).
- b. Volunteer Program
 - i. Break A Difference – New potential volunteer partner. Break A difference is a consulting non-profit firm based out of the east coast. They specialize in the planning and logistics of connecting volunteers to projects all over the states to promote a volunteerism mindset for college students during alternative breaks and corporate engagement. Staff has been collaborating with Break A Difference to get volunteer support for wildlife recovery and fuel reduction in January 2022 at Crain Memorial Park.
 - ii. Paradise Lake Trail – Broom Bustin' Parties continue. Volunteers (community members) have removed over 50 feet of broom. (Figures 8 & 9) Reseeding in some areas has been implemented to support erosion control.
 - iii. Mile Marker project – Staff along with the assistance of a volunteer are working to redo mile markers on Paradise Lake Trail. Trail has been measured out for distance and the number of mile markers accounted for. The next step is to identify materials used for signage.
 - iv. Craft Faire – A couple of Chico State recreation students came out to help at the PRPD craft faire booth. Volunteers had a great time setting up, greeting kids, and helping with a variety of tasks such as crafting

alongside kids, applying glitter and glue, resupplying crafts, and disinfecting. It was great to see returning kids wanting to make another ornament, which was more than welcome. Another great takeaway from holiday crafting was seeing most parents take interest in crafting alongside their children. The crafts were great for all ages to participate. (Figures 10 & 11)

v. Total number of Volunteer Hours to Date (VHD) - 2,216.36 Last report of VHD – 2,196.36

- 1) Paradise Lake: 1,141.76
- 2) Bille: 262
- 3) Noble: 73
- 4) Lakeridge: 72
- 5) Crain Memorial Park: 379.1
- 6) Terry Ashe Recreation Center: 213
- 7) Aquatic Park: 30
- 8) Moore Road Ball Park: 21
- 9) Centerville: 24.5

7. Projects and Project Development

a. State Parks Program Grants – staff is pleased to announce that the California State Parks will be providing \$548.3 million in grant funding to more than 100 communities to deliver new parks and advance the Newsom Administration’s “California Outdoors for All” initiative to enable all Californians to access parks and open space. Round 4 Highlights:

1. \$2.42 billion in requests - 468 project applications
2. \$548.3 million in grants – 112 grant projects
3. 50 new parks
4. 62 expansions/renovations of existing parks

8. Upcoming

- a. Strategic Plan – look for the updated version at a future meeting. One area for feedback is the Mission statement. A couple of finalists, the Paradise Recreation and Park District mission is to:
- i. Provide beautiful parks, sustainable trails, well-managed open spaces, and healthful programs to improve the quality of life of people in our foothill communities and beyond.
 - ii. Serve, inspire, and heal our foothill communities through parks and recreation.
 - iii. Create Community and Improve the Quality of Life Through People, Parks, and Programs.
 - iv. Provide beautiful sustainable parks and high-quality recreation programs.

Photographs



Figure 1. Maintenance staff shoveling snow off the ice rink.



Figure 2. New trash shed at Crain Park.



Figure 3. Cleaning up fallen trees at Paradise Lake.



Figure 4. Teacher Lori McCoslin and her Christmastime Tots class welcome Santa to their classroom.



Figure 5. No visit from Santa would be complete without the singing of *Jingle Bells* and *We Wish you a Merry Christmas*.



Figure 6. Snow falls on the dance floor as the Yule Logs Perform.



Figure 7. Students from the Chico Adult Program came and skated at the rink.



Figure 8. Before brush was removed on the Paradise Lake Trail.



Figure 9. After the brush was removed on Paradise Lake Trail.



Figure 10. Resupplying while families enjoy crafting and christmas music in the background with a fire place to set off the holiday mood.



Figure 11. Volunteers outside crafting with kids and running the glitter tables.

Attachments:

- a. Balance Sheet
- b. YTD Profit & Loss Budget vs. Actual
- c. Monthly Profit & Loss
- d. Investment and Reserve
- e. Recovery Project for the Fiscal Year
- f. Recovery Project Full Report

https://paradisepspd-my.sharepoint.com/personal/defseaff_paradisepspd_com/Documents/Dan_OneDrive/Templates/BOD_2017_District_Report_Template_17_0905.docx
1/6/2022

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Accrual Basis

PRPD
Balance Sheet
As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1000 · Mechanics Bank - Operating	197,382.07
1003 · Five Star Bank - Payroll	24,584.60
1005 · Petty Cash	300.00
1008 · North Valley Community Found	2,414.77
1010 · Treasury Cash - 2510	
1011 · General Operating	-643,978.30
1012 · ACO Reserve	606,700.00
1013 · General Reserve	3,000.00
1014 · Deposits held for others	1,000.00
Total 1010 · Treasury Cash - 2510	-33,278.30
1030 · Investments	
1031 · Five Star Bank Money Market	2,556,862.59
1032 · Five Star Bank Grant M. M.	197,281.59
1033 · Investment Reserves	
1033.02 · Capital Improvement & Acquisit	9,574,622.22
1033.03 · Current Operations	8,015,847.75
1033.04 · Desig Proj/Sp Use/Grant Match	751,485.72
1033.05 · Future Operations	18,787,143.18
1033.06 · Technology	150,297.14
1033.07 · Vehicle Fleet & Equipment	751,485.72
Total 1033 · Investment Reserves	38,030,881.73
Total 1030 · Investments	40,785,025.91
1100 · Designated Treasury Funds	
1112 · Grosso Endowment-2512	54,619.72
1113 · Grosso Scholarship-2513	5,489.54
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
1114-12 · Coutolenc Camp Fund	1,452.89
1114-13 · Ice Rink Donations	81,063.83
1114-14 · General Donations	9,287.80
1114-2 · Bike Park Fund	1,500.00
1114-3 · Lakeridge Park Donations	3,050.00
1114-4 · Sports Equipment Donations	
1114-41 · Wrestling Mat fund	773.60
Total 1114-4 · Sports Equipment Donations	773.60
1114-5 · Pam Young Fund	1,000.00
1114-6 · Easter Egg Scholarships	4,593.61
1114-7 · Child-Youth Scholarships	10.00
1114-8 · McGreehan Children's Schlshp	973.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	223.24
Total 1114 · Designated Donations-2514	110,969.76
Total 1100 · Designated Treasury Funds	171,079.02
1119 · Impact Fees	
1120 · Sub Div Fees - 2520	8,236.81
1121 · Park Acqui Unincorp - 2521	97,696.46
1122 · Park Dev Unincorp - 2522	135,336.96
1124 · District Fac Unincorp - 2524	54,226.46
1126 · Park Acqui Incorp - 2526	166,674.29
1127 · Park Dev Incorp - 2527	491,132.81
1128 · District Fac Incorp - 2528	99,340.78

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Accrual Basis

PRPD
Balance Sheet
As of December 31, 2021

	Dec 31, 21
Total 1119 · Impact Fees	1,052,644.57
Total Checking/Savings	42,200,152.64
Other Current Assets	
1310 · Miscellaneous Receivables	20,504.10
1400 · Interest Receivable	
1410 · Interest Receivable	2,786.80
1413 · Interest Receivable - 2513	222.58
1420 · Interest Receivable - 2520	2,452.18
Total 1400 · Interest Receivable	5,461.56
1500 · FMV Adjustments	
1510 · FMV Adjustment-2510	13,599.33
1512 · FMV Adjustment-2512	2,420.78
1513 · FMV Adjustment-2513	11,997.91
1500 · FMV Adjustments - Other	1,978.92
Total 1500 · FMV Adjustments	29,996.94
Total Other Current Assets	55,962.60
Total Current Assets	42,256,115.24
Fixed Assets	
1710 · Land	750,088.53
1720 · Buildings	5,741,888.45
1730 · Furn., Fixtures & Equip (>\$5k)	1,093,588.65
1798 · Accum Depr - Furn Fixture Equip	-276,237.45
1799 · Accum Depr - Buildings	-4,241,039.94
1800 · Construction in Progress	
1810 · CIP-Planning	
1810.1 · CIP-BSF Park Planning	145,762.27
Total 1810 · CIP-Planning	145,762.27
1820 · CIP-Acquisition	
1820.1 · Oak & Noble Acquisition (SNC)	18,571.50
1820.2 · Buffer (TNC)	18,006.00
Total 1820 · CIP-Acquisition	36,577.50
1830 · CIP-Development	
1830.1 · CIP-Aquatic Park Lighting	580.01
Total 1830 · CIP-Development	580.01
1840 · CIP-Facility & Park Amenities	
1840.1 · CIP-Paradise Pool Swim Blocks	1,247.17
1840.2 · CIP-Cal Recycle	184,370.52
1840.4 · CIP-RTGGP Trails Grant	871.25
1840.5 · Existing Park Improvements	17,204.40
Total 1840 · CIP-Facility & Park Amenities	203,693.34
Total 1800 · Construction in Progress	386,613.12
Total Fixed Assets	3,454,901.36
Other Assets	
1900 · PCV Promissory Note	300,322.00
1950 · Deferred Outflow - Pension	164,084.00
Total Other Assets	464,406.00
TOTAL ASSETS	46,175,422.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	

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Accrual Basis

PRPD
Balance Sheet
As of December 31, 2021

	Dec 31, 21
Accounts Payable	
2000 · Accounts Payable	117,161.62
Total Accounts Payable	117,161.62
Other Current Liabilities	
2100 · Payroll Liabilities	
2120 · Payroll Taxes Payable	1,506.41
2130 · Health Benefits Payable	507.79
2140 · FSA payable	-56.26
2160 · 457 Retirement Payable	3,000.00
2170 · CalPers Payable	36,758.92
2180 · Garnishments payable	287.34
2190 · Accrued Leave Payable	
2192 · Sick leave payable	13,125.81
2193 · Vacation leave payable	31,148.82
Total 2190 · Accrued Leave Payable	44,274.63
Total 2100 · Payroll Liabilities	86,278.83
2300 · Deposits - refundable	1,000.00
2400 · Deferred Revenue	
2430 · Deferred Inflow - Pension	40,310.00
2440 · Deferred CIP Revenue	200,000.00
Total 2400 · Deferred Revenue	240,310.00
Total Other Current Liabilities	327,588.83
Total Current Liabilities	444,750.45
Long Term Liabilities	
2700 · FEMA Community Disaster Loan	59,909.00
2805 · CalPers Pension Liability	419,464.00
2806 · OPEB Liability	391,761.00
Total Long Term Liabilities	871,134.00
Total Liabilities	1,315,884.45
Equity	
2030 · Designated for Petty Cash	300.00
3000 · General Fund Balances-2510	
3010 · General Fund Available	291,149.99
3030 · General Reserve	3,000.00
3050 · Designated Captial Outlay	606,700.00
Total 3000 · General Fund Balances-2510	900,849.99
3100 · Net of Capital Investments	2,646,058.58
3200 · Designated Fund Balances	
3212 · Grosso Endowment-2512	54,619.72
3213 · Grosso Scholarship-2513	4,926.80
3214 · Donations - 2514	74,766.17
3220 · Impact Fees	790,446.35
Total 3200 · Designated Fund Balances	924,759.04
3280 · Invest. in General Fixed Assets	-140,627.23
3900 · Retained Earnings	40,912,939.92
3999 · Opening Balance Equity	-354,580.80
Net Income	-30,161.35
Total Equity	44,859,538.15
TOTAL LIABILITIES & EQUITY	46,175,422.60

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PRPD

Profit & Loss Budget vs. Actual

01/04/22

July through December 2021

Accrual Basis

	Jul - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · Tax Revenue	0.00	718,000.00	-718,000.00	0.0%
4200 · Impact Fee revenue	72,557.07	120,000.00	-47,442.93	60.5%
4300 · Program Income	164,344.22	206,500.00	-42,155.78	79.6%
4350 · Concession & Merchandise sales	0.00	2,100.00	-2,100.00	0.0%
4400 · Donation & Fundraising Income	67,563.41	55,300.00	12,263.41	122.2%
4500 · Grant Income	519,259.22	642,000.00	-122,740.78	80.9%
4600 · Other Revenue	504,288.27	405,500.00	98,788.27	124.4%
4900 · Interest Income	39,906.06	251,900.00	-211,993.94	15.8%
Total Income	1,367,918.25	2,401,300.00	-1,033,381.75	57.0%
Gross Profit	1,367,918.25	2,401,300.00	-1,033,381.75	57.0%
Expense				
5000 · Payroll Expenses				
5010 · Wages & Salaries	727,089.55	1,220,400.00	-493,310.45	59.6%
5020 · Employer Taxes	56,260.82	61,800.00	-5,539.18	91.0%
5030 · Employee Benefits				
5030.1 · Retired Health Premium Employer	7,054.25			
5030.2 · Admin Fee for Active	176.81			
5030.3 · Admin Fee for Retired	433.94			
5030 · Employee Benefits - Other	133,873.61	257,100.00	-123,226.39	52.1%
Total 5030 · Employee Benefits	141,538.61	257,100.00	-115,561.39	55.1%
5040 · Workers Comp Expense	25,406.04	56,700.00	-31,293.96	44.8%
5060 · Other Personnel Costs	10,128.60	15,800.00	-5,671.40	64.1%
5000 · Payroll Expenses - Other	4,226.40	0.00	4,226.40	100.0%
Total 5000 · Payroll Expenses	964,650.02	1,611,800.00	-647,149.98	59.8%
5100 · Program Expenses				
5110 · Concession & Merchandise Exp.	425.96	6,900.00	-6,474.04	6.2%
5120 · Program Contract Labor	500.00	6,500.00	-6,000.00	7.7%
5130 · Program Supplies	20,340.98	27,700.00	-7,359.02	73.4%
5100 · Program Expenses - Other	0.00	0.00	0.00	0.0%
Total 5100 · Program Expenses	21,266.94	41,100.00	-19,833.06	51.7%
5140 · Fundraising Expense	0.00	18,200.00	-18,200.00	0.0%
5200 · Advertising & Promotion	7,055.06	11,200.00	-4,144.94	63.0%
5220 · Bank & Merchant Fees	3,293.11	5,200.00	-1,906.89	63.3%
5230 · Contributions to Others	2,500.00	25,600.00	-23,100.00	9.8%
5240 · Copying & Printing	3,703.62	7,100.00	-3,396.38	52.2%
5260 · Dues, Mbrshps, Subscr, & Pubs	10,514.23	32,600.00	-22,085.77	32.3%
5270 · Education, Training & Staff Dev	434.40	8,500.00	-8,065.60	5.1%
5280 · Equip., Tools & Furn (<\$5k)				
5282 · Office ET&F	1,538.26	10,300.00	-8,761.74	14.9%
5284 · Program ET&F	61.12	10,300.00	-10,238.88	0.6%
5286 · Small Tools & Equipment	12,954.72	21,200.00	-8,245.28	61.1%
5280 · Equip., Tools & Furn (<\$5k) - Other	0.00	0.00	0.00	0.0%
Total 5280 · Equip., Tools & Furn (<\$5k)	14,554.10	41,800.00	-27,245.90	34.8%
5290 · Equipment Rental	90,445.43	94,900.00	-4,454.57	95.3%
5300 · Insurance	80,848.00	76,400.00	4,448.00	105.8%
5310 · Interest Expense	92.60	1,100.00	-1,007.40	8.4%
5320 · Miscellaneous Expense	0.00	300.00	-300.00	0.0%
5330 · Professional & Outside services				
5332 · Accounting	9,466.24	44,800.00	-35,333.76	21.1%
5334 · Legal	8,862.80	25,800.00	-16,937.20	34.4%
5336 · Engineering	24.29	203,000.00	-202,975.71	0.0%
5338 · Other Prof. & Outside Labor	32,288.47	365,000.00	-332,711.53	8.8%
5330 · Professional & Outside services - Other	0.00	0.00	0.00	0.0%
Total 5330 · Professional & Outside services	50,641.80	638,600.00	-587,958.20	7.9%

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Accrual Basis

PRPD
Profit & Loss Budget vs. Actual
 July through December 2021

	Jul - Dec 21	Budget	\$ Over Budget	% of Budget
5340 · Postage & Delivery	1,257.82	2,000.00	-742.18	62.9%
5350 · Rent-Facility use fees	1,273.75	7,800.00	-6,526.25	16.3%
5360 · Repair & Maintenance				
5361 · Building R&M	255.60	24,000.00	-23,744.40	1.1%
5362 · Equipment R&M	4,053.71	19,000.00	-14,946.29	21.3%
5363 · General R&M	5,177.74	21,000.00	-15,822.26	24.7%
5364 · Grounds R&M	18,718.14	57,000.00	-38,281.86	32.8%
5365 · Pool R&M	23,895.27	19,000.00	4,895.27	125.8%
5366 · Vehicle R&M	863.53	11,000.00	-10,136.47	7.9%
5367 · Janitorial	4,370.03	11,000.00	-6,629.97	39.7%
5368 · Security	1,345.96	7,000.00	-5,654.04	19.2%
5369 · Vandalism	50.95	1,000.00	-949.05	5.1%
5360 · Repair & Maintenance - Other	0.00	0.00	0.00	0.0%
Total 5360 · Repair & Maintenance	58,730.93	170,000.00	-111,269.07	34.5%
5370 · Supplies - Consumable				
5372 · Office Supplies	6,386.51	12,900.00	-6,513.49	49.5%
5374 · Safety & staff supplies	7,800.61	16,500.00	-8,699.39	47.3%
5370 · Supplies - Consumable - Other	0.00	0.00	0.00	0.0%
Total 5370 · Supplies - Consumable	14,187.12	29,400.00	-15,212.88	48.3%
5380 · Taxes, Lic., Notices & Permits	4,787.03	4,200.00	587.03	114.0%
5390 · Telephone & Internet	8,624.04	24,800.00	-16,175.96	34.8%
5400 · Transportation, Meals & Travel				
5402 · Air, Lodging & Other Travel	4,597.92	9,000.00	-4,402.08	51.1%
5404 · Fuel	14,662.26	16,800.00	-2,137.74	87.3%
5406 · Meals	2,827.90	5,000.00	-2,172.10	56.6%
5408 · Mileage & Auto Allowance	575.68	8,900.00	-8,324.32	6.5%
5400 · Transportation, Meals & Travel - Other	0.00	0.00	0.00	0.0%
Total 5400 · Transportation, Meals & Travel	22,663.76	39,700.00	-17,036.24	57.1%
5410 · Utilities				
5412 · Electric & Gas	20,029.09	60,900.00	-40,870.91	32.9%
5414 · Water	11,691.13	24,200.00	-12,508.87	48.3%
5416 · Garbage	4,835.62	15,200.00	-10,364.38	31.8%
5410 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 5410 · Utilities	36,555.84	100,300.00	-63,744.16	36.4%
Total Expense	1,398,079.60	2,992,600.00	-1,594,520.40	46.7%
Net Ordinary Income	-30,161.35	-591,300.00	561,138.65	5.1%
Net Income	-30,161.35	-591,300.00	561,138.65	5.1%

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Accrual Basis

PRPD
Profit & Loss
December 2021

	Dec 21
Ordinary Income/Expense	
Income	
4200 · Impact Fee revenue	5,186.50
4300 · Program Income	37,464.51
4400 · Donation & Fundraising Income	16,451.36
4600 · Other Revenue	38,845.00
4900 · Interest Income	37.90
Total Income	97,985.27
Gross Profit	97,985.27
Expense	
5000 · Payroll Expenses	
5010 · Wages & Salaries	185,848.99
5020 · Employer Taxes	14,282.22
5030 · Employee Benefits	
5030.1 · Retired Health Premium Employer	1,239.25
5030.2 · Admin Fee for Active	28.97
5030.3 · Admin Fee for Retired	8.84
5030 · Employee Benefits - Other	27,265.76
Total 5030 · Employee Benefits	28,542.82
5040 · Workers Comp Expense	8,468.68
5060 · Other Personnel Costs	3,045.07
5000 · Payroll Expenses - Other	1,180.00
Total 5000 · Payroll Expenses	241,367.78
5100 · Program Expenses	
5110 · Concession & Merchandise Exp.	13.47
5130 · Program Supplies	8,383.69
Total 5100 · Program Expenses	8,397.16
5200 · Advertising & Promotion	3,489.98
5220 · Bank & Merchant Fees	664.08
5240 · Copying & Printing	385.65
5260 · Dues, Mbrshps, Subscr, & Pubs	3,778.44
5280 · Equip., Tools & Furn (<\$5k)	
5282 · Office ET&F	513.91
5286 · Small Tools & Equipment	474.88
Total 5280 · Equip., Tools & Furn (<\$5k)	988.79
5290 · Equipment Rental	7,209.40
5300 · Insurance	40,424.00
5330 · Professional & Outside services	
5334 · Legal	517.50
5338 · Other Prof. & Outside Labor	5,552.50
Total 5330 · Professional & Outside services	6,070.00
5340 · Postage & Delivery	5.32
5360 · Repair & Maintenance	
5362 · Equipment R&M	280.00
5363 · General R&M	43.29
5364 · Grounds R&M	2,108.73
5366 · Vehicle R&M	478.76
5367 · Janitorial	276.14
5368 · Security	136.72
5369 · Vandalism	50.95
Total 5360 · Repair & Maintenance	3,374.59
5370 · Supplies - Consumable	
5372 · Office Supplies	2,011.06
5374 · Safety & staff supplies	197.54
	197.54

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Accrual Basis

PRPD
Profit & Loss
December 2021

	Dec 21
Total 5370 · Supplies - Consumable	2,208.60
5390 · Telephone & Internet	1,921.43
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	1,260.00
5404 · Fuel	2,400.06
5406 · Meals	390.87
Total 5400 · Transportation, Meals & Travel	4,050.93
5410 · Utilities	
5412 · Electric & Gas	115.98
5414 · Water	1,512.12
5416 · Garbage	868.01
Total 5410 · Utilities	2,496.11
Total Expense	326,832.26
Net Ordinary Income	-228,846.99
Net Income	-228,846.99

**Paradise Recreation & Park District
Investment & Reserves Report
31-Oct-21**

Summary	Maximum Target	6/30/2021 Balance	2021/2022 Allocated	2021/2022 Interest	10/31/2021 Balance	Annual Funding Goal
Reserve Funds						
CalPERS 115 Trust	500,000	0.00	0.00	0.00	0.00	30,000
Capital Improvement & Acquisition	25,000,000	9,493,120.05	0.00	10,670.58	9,503,790.63	100,000
Current Operations	8,000,000	8,006,848.74	0.00	8,999.97	8,015,848.71	50,000
Designated Project/Special Use/Grant Matching	1,500,000	750,642.06	0.00	843.75	751,485.81	50,000
Future Operations	25,000,000	18,766,051.76	0.00	21,093.67	18,787,145.43	100,000
Technology	150,000	150,128.41	0.00	168.75	150,297.16	5,000
Vehicle Fleet & Equipment	1,000,000	750,642.06	0.00	843.75	751,485.81	75,000
Total Reserves Funds	61,150,000	37,917,433.08	0.00	42,620.46	37,960,053.54	410,000

Detail

Five Star Investment Money Market	2021 - 2022	
	10/31/2021	Interest Earned
CalPERS 115 Trust	0.00	0.00
Capital Improvement & Acquisition	9,503,790.63	1,609.92
Current Operations	8,015,848.71	1,357.87
Designated Project/Special Use/Grant Matching	751,485.81	127.30
Future Operations	18,787,145.43	3,182.50
Technology	150,297.16	25.46
Vehicle Fleet & Equipment	751,485.81	127.30
General Operating	3,607,107.63	611.04
Sub-Total Five Star	41,627,070.17	7,051.39
Add/Subtract Changes	-1,160,741.72	
Total Five Star	40,523,962.99	

Five Star	Beginning Balance	Change	Interest Earned	Ending Balance
	Grant Money Market Account		215,850.81	-18605.92
Payroll Interest Checking	24,583.40		1.20	24,584.60
Total Five Star	240,434.21	-18605.92	37.90	221,866.19

Mechanics	Deposits		Checks	
	Beginning Balance	Change	Beginning Balance	Change
Checking (as of November 30, 2021)	141,204.41	94,982.05	141,506.53	94,679.93
Total	141,204.41	94,982.05	141,507	94,679.93

Total in interest earning accounts	40,840,509.11	7,089.29
Other Investment Income		0.00
Total		7,089.29

Paradise Recreation & Park District's (District) Investment Policy describes the District's commitment to managing risk by selecting investment products based on safety, liquidity and yield. Per California Government Code Section 53600 et. seq., specifically section 53646 and section 53607, this investment report details all investment-related activity in the current period. District investable funds are currently invested in Five Star Bank which meets those standards. That being said, the District's Investment Policy remains a prudent investment course, and is in compliance with the "Prudent Investor's Policy" designed to protect public funds.

PRPD
Recovery Project
 July through December 2021

	Total Recovery Project
Ordinary Income/Expense	
Expense	
5000 · Payroll Expenses	
5010 · Wages & Salaries	343.72
5020 · Employer Taxes	28.34
5030 · Employee Benefits	66.03
Total 5000 · Payroll Expenses	438.09
5280 · Equip., Tools & Furn (<\$5k)	
5286 · Small Tools & Equipment	4,060.71
Total 5280 · Equip., Tools & Furn (<\$5k)	4,060.71
5290 · Equipment Rental	4,118.90
5330 · Professional & Outside services	
5338 · Other Prof. & Outside Labor	1,274.20
Total 5330 · Professional & Outside services	1,274.20
5360 · Repair & Maintenance	
5362 · Equipment R&M	185.51
5363 · General R&M	552.50
5364 · Grounds R&M	3,320.56
Total 5360 · Repair & Maintenance	4,058.57
5370 · Supplies - Consumable	
5374 · Safety & staff supplies	276.33
Total 5370 · Supplies - Consumable	276.33
5390 · Telephone & Internet	89.83
Total Expense	14,316.63
Net Ordinary Income	-14,316.63
Net Income	-14,316.63

PRPD
Recovery Project
November 8, 2018 through December 31, 2021

	Total Recovery Project
Ordinary Income/Expense	
Income	
4600 · Other Revenue	1,587,992.78
Total Income	1,587,992.78
Gross Profit	1,587,992.78
Expense	
5000 · Payroll Expenses	
5010 · Wages & Salaries	186,075.14
5020 · Employer Taxes	13,340.08
5030 · Employee Benefits	48,310.39
Total 5000 · Payroll Expenses	247,725.61
5100 · Program Expenses	
5130 · Program Supplies	13,487.94
Total 5100 · Program Expenses	13,487.94
5200 · Advertising & Promotion	304.93
5240 · Copying & Printing	22.52
5270 · Education, Training & Staff Dev	50.00
5280 · Equip., Tools & Furn (<\$5k)	
5282 · Office ET&F	65.66
5284 · Program ET&F	1,412.32
5286 · Small Tools & Equipment	30,999.47
Total 5280 · Equip., Tools & Furn (<\$5k)	32,477.45
5290 · Equipment Rental	75,739.51
5320 · Miscellaneous Expense	505.61
5330 · Professional & Outside services	
5336 · Engineering	5,859.14
5338 · Other Prof. & Outside Labor	17,692.37
Total 5330 · Professional & Outside services	23,551.51
5350 · Rent-Facility use fees	14,800.00
5360 · Repair & Maintenance	
5361 · Building R&M	21,503.61
5362 · Equipment R&M	9,787.56
5363 · General R&M	379,219.56
5364 · Grounds R&M	126,497.78
5365 · Pool R&M	3,882.43
5366 · Vehicle R&M	11,463.48
5367 · Janitorial	1,767.46
5368 · Security	2,004.49
5369 · Vandalism	108.64
Total 5360 · Repair & Maintenance	556,235.01
5370 · Supplies - Consumable	
5372 · Office Supplies	5,707.63
5374 · Safety & staff supplies	7,230.64
Total 5370 · Supplies - Consumable	12,938.27

PRPD
Recovery Project
November 8, 2018 through December 31, 2021

	<u>Total Recovery Project</u>
5380 · Taxes, Lic., Notices & Permits	120.34
5390 · Telephone & Internet	2,445.96
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	325.37
5404 · Fuel	5,046.18
5406 · Meals	345.22
5408 · Mileage & Auto Allowance	17.60
Total 5400 · Transportation, Meals & Travel	<u>5,734.37</u>
5410 · Utilities	
5412 · Electric & Gas	589.11
5416 · Garbage	10,698.01
Total 5410 · Utilities	<u>11,287.12</u>
Total Expense	<u>997,426.15</u>
Net Ordinary Income	590,566.63
Other Income/Expense	
Other Expense	
9999 · Misc. Expense	<u>-1,000,000.00</u>
Total Other Expense	<u>-1,000,000.00</u>
Net Other Income	<u>1,000,000.00</u>
Net Income	<u><u>1,590,566.63</u></u>

Staff Report

January 5, 2022



DATE: 1/5/2022
 TO: BOD
 FROM: Dan Efseaff, District Manager
 SUBJECT: Electronic Sign Replacement

Summary

After nearly a decade, the electronic sign at the Terry Ashe Recreation Center is approaching the manufacturer's estimated life of the sign (10 years). The Parks and Recreation Committee considered repair and replacement options and recommend replacement. The new sign will include software upgrades and remote options. As per the current agreement, the costs will be split with the Town of Paradise and Paradise Irrigation District.

Recommendation: *The Parks and Recreation Committee recommends that the Board authorizes replacing the sign for a cost not to exceed \$41,000 and the District portion coming from the Incorporated Impact Fees for Facilities Fund.*

1. Background

The electronic sign at the Terry Ashe Recreation Center (TARC) was installed in 2011 at a cost of \$38,077. In recent years, we have seen an increase in repair costs to replace bulbs and electronic panels. To date the District has incurred repair costs of \$5,246, and the current quote of \$5,402 (Attachment A) would replace 8 LED boards that have failed (there are now 8 more panels damaged). Communications with Hupp Signs and Lighting technicians indicate they can find no underlying reason for these continued repairs (sunlight and heat or damage from the fire may play a role) though the sign is approaching the Manufacturer's estimate useful life. The new sign will have a wireless connection which will allow for immediate changes to the sign if there is power and an internet connection, which may be very beneficial during emergencies.

At the November 17, 2021, the Recreation and Park Committee reviewed the following options:

- Option 1: Continue to repair the sign at an average cost of \$500.00 per service call.
- Option 2: Replace the sign at a cost of 40,850.32, which includes a 5-year warranty on parts (Attachment B & C)

As an aside, in 2018, we explored options on revising our current sign agreement with the Town of Paradise (TOP) and Paradise Irrigation District (PID) and convert it to a use agreement. The original partnership allowed for TOP and PID financial support of the sign, and some stipulations as it was the first electronic sign in town. However, the agreement has some cumbersome requirements such as dictating the number and rotation of messages and that any changes to pricing has to go through 3 public boards. We have initiated conversations with the agencies (July 2021 and January 2022) but have yet to hear from them on the revised agreement.

2. Fiscal Impact

Continued deterioration of the current sign will necessitate increased repair costs. Currently, there is an agreement in place to share costs equally with the Town of Paradise (TOP) and the Paradise Irrigation District (PID). The current agreement splits costs 3 ways. PID has expressed a willingness to move forward on the cost sharing. As of report time, we have not heard back from the Town of Paradise.

The District has adequate funds for the project and it fits within our CIP budget. Staff recommends that Incorporated Impact Fees provide the source of replacement funds for the District's share.

3. Permits

Not applicable. This is the replacement of an existing sign and foresee no permit costs.

4. Discussion

At this time, staff recommends the replacement of the sign as it will provide a more dependable system and provide some remote options to manage messages (especially important during emergencies).

Attachments:

- A. Proposal to replace 8 LED boards (past quote and prices have gone up and more panels have broken).
- B. Sign Replacement Quotation
- C. Sign Specifications

https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2022/22.0112/22.0105_Electronic Sign Replacement.Staff.Report.docx
1/6/2022

CONTACT Sunny Quigley
 BUYER Paradise Parks & Recreation
 ADDRESS 6626 skyway
Paradise, CA 95969
 PHONE 530-872-6393

DATE February 24, 2020
 JOB NAME _____
 ADDRESS _____
 PHONE _____

1. Hupp Signs & Lighting, Inc. (Seller) hereby proposes to furnish the following goods and/or services, subject to the general conditions printed below, and on the reverse of this form, which form a part of this proposal. There are twenty-three (23) numbered paragraphs to this contract. Please read them carefully before signing. **All workmanship and materials are warranted for a period of one (1) year from the date of installation with the exception of neon tubing and/or lamps, which are warranted for a period of ninety (90) days. This proposal is valid for thirty (30) days.**

Buyer to provide connection to dedicated circuit(s) accessible within five (5) feet of center of the sign in accordance with the National Electric Code (NEC), access for installation and service per NEC requirements and/or local ordinances not limited to catwalks and access doors.

Sales tax, permits, engineering and special inspections are in addition to agreed contract price unless otherwise stated.

Replace (8) LED boards in electronic message sign:

Replace (8) LED boards in electronic message sign

Cost: \$ 4,800.00
Sales tax: \$ 372.00
Shipping: \$ 30.00
Install labor: \$ 200.00

TERMS: 50% deposit. Balance due upon completion.

2. GENERAL CONDITIONS

a. Electrical Service. Buyer shall provide, at his own cost, electrical service and feed wires at the site of any sign installation in advance of the installation date. Said electrical service and feed wires shall conform to all applicable governmental building and electrical codes. Buyer shall be responsible and pay for all electricity used or needed by the sign.

b. Existing Signs. If this contract is for replacement of exterior sign facings only, Buyer represents to Hupp Signs that the interior lamps, tubes, wiring, and other electrical and mechanical functioning parts of the sign are in good working order and in conformance with applicable local building and electrical codes. Hupp Signs shall have no obligation to inspect said internal parts to determine whether they are in working order and in conformance with applicable codes, or to repair or replace any of said parts unless such service is specially included in the work to be performed under the terms of this contract.

c. Soil Conditions and Toxic Cleanup. The parties hereby agree that the contract price agreed upon is based on the presence of normal soil conditions at the sign installation site. Buyer hereby warrants that he knows of no unusual soil conditions or underground obstructions at the said site, and agrees that in the event that such conditions are encountered, the contract price will be adjusted based on the additional labor or materials required to complete construction. If, upon commencement of construction of the sign and/or other work of construction by Hupp Signs, it shall become known to Hupp Signs and/or Buyer that there is, on the site designated for construction or necessary thereto, toxic material or waste which is of a level which is

required by the regulations of any local, state, or federal agency to be reported, Hupp Signs shall notify Buyer of the presence of such material. Thereafter, Buyer shall be responsible for the reporting of the presence of such material to the appropriate local, state, or federal agency and for all expenses necessary to remove, clean up or otherwise dispose of said toxic material in accordance with the regulations of each and every local, state, and federal agency involved. Hupp Signs shall, in no event, be required to proceed with construction and/or installation of signage on the premises until such toxic problem has been remedied in accordance with all applicable governmental regulations. Should Buyer fail or refuse to clean up the toxic problem, thereby resulting in Hupp Sign's inability to construct and/or install the signage in this Contract, then, and in that event, Buyer shall pay to Hupp Signs the entire actual cost incurred by Hupp Neon in work performed at that point, including overhead at the normal rate computed by Hupp Signs for its projects, together with lost profits in the amount of 10% of the Contract price. Such failure by Buyer to remedy any toxic waste problem shall be deemed to be a breach of the Contract.

d. Reinforcement of Building; Unforeseen Objects. If installation is a part of this agreement, Buyer shall be responsible and pay for all necessary reinforcement to the building or any other structures on which display is installed, for relocating power lines or other obstacles, and for any additional installation cost incurred by Hupp Neon due to underground obstructions or soil conditions. Hupp Signs is not responsible for damage to underground utilities or other unforeseen objects.

e. Governmental Permits. Buyer is responsible for obtaining such authorization and/or permits as may be required by state, local, or federal governmental authorities, at Buyer's expense. Hupp Signs agrees, at Buyer's request, to act as Buyer's agent in obtaining such permits, but shall not be responsible for failure of such governmental authorities to issue permits or subsequent revocation thereof for any reason not attributable to negligence of Hupp Signs, shall be in addition to the agreed contract price.

f. Landlord's Permission. Buyer shall be responsible for obtaining the permission of the landlord or owner of the premises for installation of the sign or changes in any existing sign. Hupp Signs will, if requested by Buyer, assist in obtaining such permission, but shall be in no way responsible for landlord's refusal to permit installation of the sign or a subsequent revocation of such permission.

g. Removal of Goods and Materials - Restoration of Premises. Should Hupp Signs or any other person be required to remove the goods and materials from the premises on which they are installed pursuant to this contract, with or without the permission of Buyer, pursuant to exercise of Hupp Sign's right of repossession under this contract or for any other reason. Hupp Signs shall have no obligation to restore the premises to their original condition prior to installation. Such restoration shall be at the sole cost and expense of Buyer, and Buyer shall save and hold Hupp Signs harmless from any liability to the owner of the premises or any third person, on account of failure to restore the premises.

CONTINUED ON REVERSE

Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractors' State License Board, 3132 Bradshaw, Sacramento, California 95827.

CONTRACT PRICE: The contract price for the furnishing of the materials, labor, and services listed above shall be the sum of:

Five Thousand Four Hundred Two Dollars and No Cents

DOLLARS \$ 5,402.00

• Sales Tax, Permits, Engineering, and Special Inspections are in addition to the agreed contract price.

With payment to be made as follows: Visa MasterCard Check CASH/Other _____ Billing Address _____

Card # _____ Expiration Date _____ CV Code _____

HUPP SIGNS & LIGHTING, INC.

BUYER

BY Kathy Cunningham
Sales Representative

(individual-partnership-corporation)

Accepted 2-24-2020
Date

BY _____ Date: _____

BY Joe Hupp
Executive Officer

Printed Name of Buyer

Owner
Title

Title

Payments under this contract personally guaranteed by:

3. **INSPECTION:** Buyer shall inspect the described goods immediately upon delivery, and shall notify Hupp Signs in writing of any defects or variances therein. In the absence of any such written notification within five (5) days after delivery, the described goods shall be deemed in all respects approved and satisfactory to Buyer.

4. **INDEMNIFICATION:** Buyer shall indemnify Hupp Signs against, and hold Hupp Signs harmless from, all claims, actions, proceedings, cost, damages and liabilities, including attorney's fees, arising out of, connected with, or resulting from the installation and maintenance of described goods which arise from the operations or conduct of Buyer or his agents, the use of any trade names, trademarks or patents utilized in the described goods, or any disputes with the owner or lien holder of the premises, or any Governmental agency or authority seeking to revoke a permit or license or to enjoin or have the described goods declared a nuisance.

5. **FINANCE CHARGES:** A finance charge of 1-1/2% per month on the unpaid balance will be added to any sums not paid when due under the payment terms of this contract.

6. **FORMATION OF CONTRACT:** This document, when signed by Buyer, shall constitute an offer by Buyer to pay the sums specified herein for the goods and services listed above. No contract shall be formed until an officer of the company accepts the said offer, on behalf of Hupp Signs. Signature of the sales representative below shall not constitute acceptance of any such offer.

7. **NOTICE TO BUYER:** Do not sign this agreement before you read it or if it has any blank spaces. This agreement is subject to the terms and conditions set forth, and your signature on this agreement constitutes acknowledgement that you have read and understood those additional conditions.

8. **SOLE AND ONLY AGREEMENT:** This instrument constitutes the sole and only agreement between the parties respecting the materials, parts, and labor furnished herein and correctly sets forth the rights, duties, and obligations of each to the other with respect to the said materials, parts, and labor as of its date. Any prior agreements, promises, negotiations or representation, concerning the said materials, parts and labor not expressly set forth in this agreement are no longer of any force and effect.

9. **DELIVERY AND PERFORMANCE:** Hupp Signs shall commence the construction of described goods and prosecute the work thereon with due diligence until the completion. All obligations to be performed by Hupp Signs hereunder, however, shall be subject to delay or failure resulting from war, fire, labor disputes, unforeseen commercial delays, acts of God, regulations or restriction of the Government or public authorities, or other accidents, forces, conditions or circumstances beyond its control. If installation is a part of this Agreement, completion of the described goods, ready for installation, shall be deemed equivalent of actual installation in the event that Hupp Signs shall be prevented from making the installation by reason of failure or neglect of Buyer to prepare the premises for such installation, as herein provided or other default on the part of Buyer.

10. **FABRICATION OF DESCRIBED GOODS; PRICE INCREASES FOR DEFERRED FABRICATION OR DELIVERY:** Hupp Signs shall commence fabrication of described goods promptly following receipt of all permits, licenses, and consents unless the terms of this Agreement or instructions from Buyer provide for Hupp Neon not to commence fabrication of described goods until a later date, occurrence or event. If for any reason, other than fault or neglect of Hupp Signs, fabrication shall not be commenced within 90 days from the date of Hupp Sign's acceptance of this agreement or if delivery or tender of described goods shall be delayed, deferred or postponed, for any reason other than fault or neglect of Hupp Neon, beyond 6 months from the date of such acceptance, then, in any such event, the price of described goods shall be subject to increase, as determined by Hupp Signs, on the basis of applicable labor, material and transportation costs increased incurred by Hupp Signs subsequent to such acceptance date. Hupp Signs shall promptly advise Buyer of any price increase resulting from the provisions of this Paragraph 10.

11. **FABRICATION INTERRUPTIONS:** If, after fabrication of described goods is commenced, Hupp Signs shall cease or extend scheduled fabrication of described goods at the request of Buyer or by reason of any act or omission of Buyer, then Buyer, in addition to all its other obligations under this Agreement, shall be responsible for all of Hupp Sign's costs and expenses thereby resulting and for all additional costs and expenses incurred upon recommencement of fabrication including, without limited the foregoing, increased labor and material cost incurred by Hupp Signs in completion of fabrication. Any cessation or extension of scheduled fabrication requested by Buyer shall be in the sole discretion of Hupp Signs and shall not relieve Buyer of any of its obligations under this Agreement.

12. **RISK OF LOSS:** Buyer shall bear all risk of loss with respect to the described goods after delivery or installation has been completed (where installation is a part of this Agreement), except for any written warranty made by Hupp Signs.

13. **ORDER TO REMOVE DISPLAY NOT RELIEVE BUYER:** The impossibility of performance by Buyer of this Agreement for any reason or the impossibility of keeping the described goods at the location or the use of the

described goods in whole or in part for any reason, including, but not limited to, loss of premises, loss of lease, foreclosure, condemnation, revocation of permits or license, sign ordinance, law or regulation, shall not relieve Buyer from the performance of this Agreement, and happening of the above shall be treated as a breach of this Agreement by Buyer and Paragraph 17 hereof shall apply. Any and all compensation awarded to the extent of the unpaid balance remaining due in the eminent domain proceedings as a result of such condemnation shall be Hupp Sign's and Buyer hereby assigns and transfers to Hupp Signs any Claim it may have to compensation for damages as a result of such condemnation.

14. **WARRANTY:** Warranties will be same as described in paragraph 1 unless otherwise stated in writing by Hupp Signs. Seller disclaims any warranty of any other kind, including any warranty that the goods are merchantable or fit for a particular purpose.

15. **INSPECTION RIGHTS:** Hupp Neon may, either in person or by agent, enter at any reasonable hour the premises where the goods and materials or any part of the goods and materials, are located and inspect such goods and materials.

16. **SECURITY INTEREST:** Buyer hereby grants Hupp Signs a security interest in goods described in this contract. The grant of the security interest shall not prevent Hupp Signs from exercising any mechanic's lien remedies as to goods, which are fixtures. Concurrently herewith the parties shall execute a UCC-1 Financing Statement. Buyer authorizes Hupp Signs to sign a UCC-1 Financing Statement on behalf of Buyer.

17. **ACCELERATION CLAUSE:** Should Buyer fail to pay any installment specified in this agreement when it becomes due, or should Buyer fail to perform any obligation imposed on him by this agreement, Hupp Signs may, at Hupp Neon's option and without demand or notice to Buyer, declare all amounts remaining unpaid under this agreement immediately due and payable.

18. **REMEDIES:** Should Buyer fail to pay any amount specified in this agreement when it becomes due, or should Buyer fail to perform any provision of this agreement to be performed by him, Buyer shall be in default of this agreement under Division 9 of the Uniform Commercial Code of California and Hupp Signs shall have all the rights and remedies afforded a secured party by the chapter on "Default" of Division 9 of the Uniform Commercial Code of California now in effect. In conjunction with that chapter, Hupp Signs may:

(a) Enter Buyer's premises, render the goods and materials unusable, and dispose of the goods and materials in the manner provided by the Uniform Commercial Code of California on Buyer's premises.

(b) Apply the proceeds received from the sale or other disposition of the goods and materials to, in addition to the items specified in Division 9 of the Uniform Commercial Code of California, payment of reasonable attorney's fees and legal expenses incurred by Hupp Signs as a result of Buyer's default

19. **WAIVER:** Neither the acceptance of any partial or delinquent payment by Hupp Signs nor Hupp Sign's failure to exercise any of his rights or remedies on default of Buyer shall be a waiver of the default, a modification of this agreement of Buyer's obligations under this agreement, or a waiver of any subsequent default by Buyer.

20. **ATTORNEY'S FEES:** Should any litigation be commenced between the parties hereto concerning the goods and materials, this agreement, or the rights and duties of either in relation thereto, the party, Buyer or Hupp Signs, prevailing in such litigation shall be entitled, in addition to such other relief as may be granted, to a reasonable sum and for his attorney's fees in such litigation, which shall be determined by the court or in a separate action brought for that purpose.

21. **NOTICES:** Except as otherwise expressly provided in this agreement or by law, any and all notices or other communications required or permitted by this agreement or by law to be served on, given to, or delivered to either party hereto, Buyer or Hupp Signs, by the other party to this agreement shall be in writing and shall be deemed duly served, given, delivered and received when personally delivered to the party to whom it is directed or in lieu of such personal delivery, when deposited in the United States mail, first class postage prepaid, addressed to Buyer at the address set forth in this agreement, or to Hupp Signs at P.O. Box 7730, Chico, California 95927-7730. Either party, Buyer or Hupp Signs, may change his address for the purpose of this paragraph by giving written notice of such change to the other party in the manner provided in this paragraph.

22. **BINDING ON HEIRS AND ASSIGNS:** This agreement and each of its provisions shall be binding on the heirs, executors, administrators, successors, and assigns of each of the parties hereto. Nothing contained in this paragraph, however, shall be deemed consent to the sale assignment or transfer of the goods and materials or the Buyer's obligations under this agreement.

23. **VENUE:** This contract is entered into at Chico, CA and is to be performed at Chico, CA. Any litigation regarding this contract shall be filed in Butte County, CA.

CONTACT Sunny Quigley
 BUYER Paradise Parks & Recreation
 ADDRESS 6626 skyway
Paradise, CA 95969
 PHONE 530-872-6393

DATE January 5, 2022
 JOB NAME _____
 ADDRESS _____
 PHONE _____

1. Hupp Signs & Lighting, Inc. (Seller) hereby proposes to furnish the following goods and/or services, subject to the general conditions printed below, and on the reverse of this form, which form a part of this proposal. There are twenty-three (23) numbered paragraphs to this contract. Please read them carefully before signing. **All workmanship and materials are warranted for a period of one (1) year from the date of installation with the exception of neon tubing and/or lamps, which are warranted for a period of ninety (90) days. This proposal is valid for thirty (30) days.**

Buyer to provide connection to dedicated circuit(s) accessible within five (5) feet of center of the sign in accordance with the National Electric Code (NEC), access for installation and service per NEC requirements and/or local ordinances not limited to catwalks and access doors.

Sales tax, permits, engineering and special inspections are in addition to agreed contract price unless otherwise stated.

Manufacture and install 16mm full color message sign:

Replace old 19mm d/f full color electronic message sign with 16mm full color d/f electronic message sign with 4G wireless w/ life of sign cellular plan, Ignite software and 5 year warranty on parts.

Cost: \$ 36,288.00
Sales tax: \$ 2,812.32
Remove/install labor: \$ 1,750.00 (not prevailing wage)

TERMS: 50% deposit. Balance due upon completion.

2. GENERAL CONDITIONS

a. Electrical Service. Buyer shall provide, at his own cost, electrical service and feed wires at the site of any sign installation in advance of the installation date. Said electrical service and feed wires shall conform to all applicable governmental building and electrical codes. Buyer shall be responsible and pay for all electricity used or needed by the sign.

b. Existing Signs. If this contract is for replacement of exterior sign facings only, Buyer represents to Hupp Signs that the interior lamps, tubes, wiring, and other electrical and mechanical functioning parts of the sign are in good working order and in conformance with applicable local building and electrical codes. Hupp Signs shall have no obligation to inspect said internal parts to determine whether they are in working order and in conformance with applicable codes, or to repair or replace any of said parts unless such service is specially included in the work to be performed under the terms of this contract.

c. Soil Conditions and Toxic Cleanup. The parties hereby agree that the contract price agreed upon is based on the presence of normal soil conditions at the sign installation site. Buyer hereby warrants that he knows of no unusual soil conditions or underground obstructions at the said site, and agrees that in the event that such conditions are encountered, the contract price will be adjusted based on the additional labor or materials required to complete construction. If, upon commencement of construction of the sign and/or other work of construction by Hupp Signs, it shall become known to Hupp Signs and/or Buyer that there is, on the site designated for construction or necessary thereto, toxic material or waste which is of a level which is

required by the regulations of any local, state, or federal agency to be reported, Hupp Signs shall notify Buyer of the presence of such material. Thereafter, Buyer shall be responsible for the reporting of the presence of such material to the appropriate local, state, or federal agency and for all expenses necessary to remove, clean up or otherwise dispose of said toxic material in accordance with the regulations of each and every local, state, and federal agency involved. Hupp Signs shall, in no event, be required to proceed with construction and/or installation of signage on the premises until such toxic problem has been remedied in accordance with all applicable governmental regulations. Should Buyer fail or refuse to clean up the toxic problem, thereby resulting in Hupp Sign's inability to construct and/or install the signage in this Contract, then, and in that event, Buyer shall pay to Hupp Signs the entire actual cost incurred by Hupp Neon in work performed at that point, including overhead at the normal rate computed by Hupp Signs for its projects, together with lost profits in the amount of 10% of the Contract price. Such failure by Buyer to remedy any toxic waste problem shall be deemed to be a breach of the Contract.

d. Reinforcement of Building; Unforeseen Objects. If installation is a part of this agreement, Buyer shall be responsible and pay for all necessary reinforcement to the building or any other structures on which display is installed, for relocating power lines or other obstacles, and for any additional installation cost incurred by Hupp Neon due to underground obstructions or soil conditions. Hupp Signs is not responsible for damage to underground utilities or other unforeseen objects.

e. Governmental Permits. Buyer is responsible for obtaining such authorization and/or permits as may be required by state, local, or federal governmental authorities, at Buyer's expense. Hupp Signs agrees, at Buyer's request, to act as Buyer's agent in obtaining such permits, but shall not be responsible for failure of such governmental authorities to issue permits or subsequent revocation thereof for any reason not attributable to negligence of Hupp Signs, shall be in addition to the agreed contract price.

f. Landlord's Permission. Buyer shall be responsible for obtaining the permission of the landlord or owner of the premises for installation of the sign or changes in any existing sign. Hupp Signs will, if requested by Buyer, assist in obtaining such permission, but shall be in no way responsible for landlord's refusal to permit installation of the sign or a subsequent revocation of such permission.

g. Removal of Goods and Materials - Restoration of Premises. Should Hupp Signs or any other person be required to remove the goods and materials from the premises on which they are installed pursuant to this contract, with or without the permission of Buyer, pursuant to exercise of Hupp Sign's right of repossession under this contract or for any other reason. Hupp Signs shall have no obligation to restore the premises to their original condition prior to installation. Such restoration shall be at the sole cost and expense of Buyer, and Buyer shall save and hold Hupp Signs harmless from any liability to the owner of the premises or any third person, on account of failure to restore the premises.

CONTINUED ON REVERSE

Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractors' State License Board, 3132 Bradshaw, Sacramento, California 95827.

CONTRACT PRICE: The contract price for the furnishing of the materials, labor, and services listed above shall be the sum of:

Forty Thousand Eight Hundred Fifty Dollars and Thirty Two Cents DOLLARS \$ 40,850.32

• Sales Tax, Permits, Engineering, and Special Inspections are in addition to the agreed contract price.

With payment to be made as follows: Visa MasterCard Check CASH/Other _____ Billing Address _____

Card # _____ Expiration Date _____ CV Code _____

HUPP SIGNS & LIGHTING, INC.
 BY Kathy Cunningham
 Sales Representative
 Accepted 1-5-2022
 Date
 BY Joe Hupp
 Executive Officer
 Owner
 Title

BUYER

 (individual-partnership-corporation)
 BY _____ Date: _____
 Printed Name of Buyer
 Title
 Payments under this contract personally guaranteed by: _____

3. **INSPECTION:** Buyer shall inspect the described goods immediately upon delivery, and shall notify Hupp Signs in writing of any defects or variances therein. In the absence of any such written notification within five (5) days after delivery, the described goods shall be deemed in all respects approved and satisfactory to Buyer.

4. **INDEMNIFICATION:** Buyer shall indemnify Hupp Signs against, and hold Hupp Signs harmless from, all claims, actions, proceedings, cost, damages and liabilities, including attorney's fees, arising out of, connected with, or resulting from the installation and maintenance of described goods which arise from the operations or conduct of Buyer or his agents, the use of any trade names, trademarks or patents utilized in the described goods, or any disputes with the owner or lien holder of the premises, or any Governmental agency or authority seeking to revoke a permit or license or to enjoin or have the described goods declared a nuisance.

5. **FINANCE CHARGES:** A finance charge of 1-1/2% per month on the unpaid balance will be added to any sums not paid when due under the payment terms of this contract.

6. **FORMATION OF CONTRACT:** This document, when signed by Buyer, shall constitute an offer by Buyer to pay the sums specified herein for the goods and services listed above. No contract shall be formed until an officer of the company accepts the said offer, on behalf of Hupp Signs. Signature of the sales representative below shall not constitute acceptance of any such offer.

7. **NOTICE TO BUYER:** Do not sign this agreement before you read it or if it has any blank spaces. This agreement is subject to the terms and conditions set forth, and your signature on this agreement constitutes acknowledgement that you have read and understood those additional conditions.

8. **SOLE AND ONLY AGREEMENT:** This instrument constitutes the sole and only agreement between the parties respecting the materials, parts, and labor furnished herein and correctly sets forth the rights, duties, and obligations of each to the other with respect to the said materials, parts, and labor as of its date. Any prior agreements, promises, negotiations or representation, concerning the said materials, parts and labor not expressly set forth in this agreement are no longer of any force and effect.

9. **DELIVERY AND PERFORMANCE:** Hupp Signs shall commence the construction of described goods and prosecute the work thereon with due diligence until the completion. All obligations to be performed by Hupp Signs hereunder, however, shall be subject to delay or failure resulting from war, fire, labor disputes, unforeseen commercial delays, acts of God, regulations or restriction of the Government or public authorities, or other accidents, forces, conditions or circumstances beyond its control. If installation is a part of this Agreement, completion of the described goods, ready for installation, shall be deemed equivalent of actual installation in the event that Hupp Signs shall be prevented from making the installation by reason of failure or neglect of Buyer to prepare the premises for such installation, as herein provided or other default on the part of Buyer.

10. **FABRICATION OF DESCRIBED GOODS; PRICE INCREASES FOR DEFERRED FABRICATION OR DELIVERY:** Hupp Signs shall commence fabrication of described goods promptly following receipt of all permits, licenses, and consents unless the terms of this Agreement or instructions from Buyer provide for Hupp Neon not to commence fabrication of described goods until a later date, occurrence or event. If for any reason, other than fault or neglect of Hupp Signs, fabrication shall not be commenced within 90 days from the date of Hupp Sign's acceptance of this agreement or if delivery or tender of described goods shall be delayed, deferred or postponed, for any reason other than fault or neglect of Hupp Neon, beyond 6 months from the date of such acceptance, then, in any such event, the price of described goods shall be subject to increase, as determined by Hupp Signs, on the basis of applicable labor, material and transportation costs increased incurred by Hupp Signs subsequent to such acceptance date. Hupp Signs shall promptly advise Buyer of any price increase resulting from the provisions of this Paragraph 10.

11. **FABRICATION INTERRUPTIONS:** If, after fabrication of described goods is commenced, Hupp Signs shall cease or extend scheduled fabrication of described goods at the request of Buyer or by reason of any act or omission of Buyer, then Buyer, in addition to all its other obligations under this Agreement, shall be responsible for all of Hupp Sign's costs and expenses thereby resulting and for all additional costs and expenses incurred upon recommencement of fabrication including, without limited the foregoing, increased labor and material cost incurred by Hupp Signs in completion of fabrication. Any cessation or extension of scheduled fabrication requested by Buyer shall be in the sole discretion of Hupp Signs and shall not relieve Buyer of any of its obligations under this Agreement.

12. **RISK OF LOSS:** Buyer shall bear all risk of loss with respect to the described goods after delivery or installation has been completed (where installation is a part of this Agreement), except for any written warranty made by Hupp Signs.

13. **ORDER TO REMOVE DISPLAY NOT RELIEVE BUYER:** The impossibility of performance by Buyer of this Agreement for any reason or the impossibility of keeping the described goods at the location or the use of the

described goods in whole or in part for any reason, including, but not limited to, loss of premises, loss of lease, foreclosure, condemnation, revocation of permits or license, sign ordinance, law or regulation, shall not relieve Buyer from the performance of this Agreement, and happening of the above shall be treated as a breach of this Agreement by Buyer and Paragraph 17 hereof shall apply. Any and all compensation awarded to the extent of the unpaid balance remaining due in the eminent domain proceedings as a result of such condemnation shall be Hupp Sign's and Buyer hereby assigns and transfers to Hupp Signs any Claim it may have to compensation for damages as a result of such condemnation.

14. **WARRANTY:** Warranties will be same as described in paragraph 1 unless otherwise stated in writing by Hupp Signs. Seller disclaims any warranty of any other kind, including any warranty that the goods are merchantable or fit for a particular purpose.

15. **INSPECTION RIGHTS:** Hupp Neon may, either in person or by agent, enter at any reasonable hour the premises where the goods and materials or any part of the goods and materials, are located and inspect such goods and materials.

16. **SECURITY INTEREST:** Buyer hereby grants Hupp Signs a security interest in goods described in this contract. The grant of the security interest shall not prevent Hupp Signs from exercising any mechanic's lien remedies as to goods, which are fixtures. Concurrently herewith the parties shall execute a UCC-1 Financing Statement. Buyer authorizes Hupp Signs to sign a UCC-1 Financing Statement on behalf of Buyer.

17. **ACCELERATION CLAUSE:** Should Buyer fail to pay any installment specified in this agreement when it becomes due, or should Buyer fail to perform any obligation imposed on him by this agreement, Hupp Signs may, at Hupp Neon's option and without demand or notice to Buyer, declare all amounts remaining unpaid under this agreement immediately due and payable.

18. **REMEDIES:** Should Buyer fail to pay any amount specified in this agreement when it becomes due, or should Buyer fail to perform any provision of this agreement to be performed by him, Buyer shall be in default of this agreement under Division 9 of the Uniform Commercial Code of California and Hupp Signs shall have all the rights and remedies afforded a secured party by the chapter on "Default" of Division 9 of the Uniform Commercial Code of California now in effect. In conjunction with that chapter, Hupp Signs may:

(a) Enter Buyer's premises, render the goods and materials unusable, and dispose of the goods and materials in the manner provided by the Uniform Commercial Code of California on Buyer's premises.

(b) Apply the proceeds received from the sale or other disposition of the goods and materials to, in addition to the items specified in Division 9 of the Uniform Commercial Code of California, payment of reasonable attorney's fees and legal expenses incurred by Hupp Signs as a result of Buyer's default

19. **WAIVER:** Neither the acceptance of any partial or delinquent payment by Hupp Signs nor Hupp Sign's failure to exercise any of his rights or remedies on default of Buyer shall be a waiver of the default, a modification of this agreement of Buyer's obligations under this agreement, or a waiver of any subsequent default by Buyer.

20. **ATTORNEY'S FEES:** Should any litigation be commenced between the parties hereto concerning the goods and materials, this agreement, or the rights and duties of either in relation thereto, the party, Buyer or Hupp Signs, prevailing in such litigation shall be entitled, in addition to such other relief as may be granted, to a reasonable sum and for his attorney's fees in such litigation, which shall be determined by the court or in a separate action brought for that purpose.

21. **NOTICES:** Except as otherwise expressly provided in this agreement or by law, any and all notices or other communications required or permitted by this agreement or by law to be served on, given to, or delivered to either party hereto, Buyer or Hupp Signs, by the other party to this agreement shall be in writing and shall be deemed duly served, given, delivered and received when personally delivered to the party to whom it is directed or in lieu of such personal delivery, when deposited in the United States mail, first class postage prepaid, addressed to Buyer at the address set forth in this agreement, or to Hupp Signs at P.O. Box 7730, Chico, California 95927-7730. Either party, Buyer or Hupp Signs, may change his address for the purpose of this paragraph by giving written notice of such change to the other party in the manner provided in this paragraph.

22. **BINDING ON HEIRS AND ASSIGNS:** This agreement and each of its provisions shall be binding on the heirs, executors, administrators, successors, and assigns of each of the parties hereto. Nothing contained in this paragraph, however, shall be deemed consent to the sale assignment or transfer of the goods and materials or the Buyer's obligations under this agreement.

23. **VENUE:** This contract is entered into at Chico, CA and is to be performed at Chico, CA. Any litigation regarding this contract shall be filed in Butte County, CA.

NEW REPLACEMENT 16MM FULL COLOR SIGN

HUPP SIGNS
 & LIGHTING, INC.
 530-345-7078
 70 Loren Ave. Chico, CA 95928
 License #969949,

www.huppsigns.com

SIGN DESIGN
 MANUFACTURING
 INSTALLATION & SERVICE

THIS DESIGN IS THE EXCLUSIVE
 PROPERTY OF HUPP SIGNS AND
 CANNOT BE REPRODUCED, IN WHOLE
 OR IN PART, WITHOUT HUPP SIGNS'S
 PRIOR WRITTEN APPROVAL

SALES ASSOCIATE

Kathy Cunningham

JOB NUMBER

CUSTOMER NAME

PARADISE
 PARKS & REC

CUSTOMER ADDRESS

6626 SKYWAY
 PARADISE

CUSTOMER PHONE#

DESIGN PHASE

2design

REVISED BY **DATE**

Kathy C 1-5-2022

**APPROVALS INCLUDE
 DESIGN, COLOR, SPELLING**

CUSTOMER APPROVAL

PRINT NAME

SIGN NAME

DATE

HUPP STAFF APPROVAL

PRINT NAME

SIGN NAME

DATE

This sign is intended to be installed
 in accordance with the requirements
 of article 600 of the national electric
 code and/or other applicable local
 codes. This includes proper grounding
 and bonding of the sign.

PAGE # 1

PRODUCT SPECIFICATIONS

Pixel Pitch:	W16mm LED RGB
Pixel Matrix:	54 X 198
Ventilation Style:	Front Ventilation
Cabinet Size:	41in H x 11ft 3in L x 5in D
Viewing Area:	36in H x 11ft L
Cabinet Style:	Double Face Twinpak (Slim)
Character Size:	6 lines / 39.6 Characters at a 4" type
Approx. Weight:	853.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	3-6 weeks (after this document is signed & returned and receipt of down payment).
Electrical Service:	120 VOLT20.0 amps (10.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 18 hours of operation a day, plus or minus 10% depending on how the sign is programmed. <i>Example: 12.4 KWHrs a day x\$0.07 = \$0.87/Day</i>

STANDARD FEATURES

Brightness	Daytime 10000 NITs Maximum;Nighttime 750 NITs Maximum
Color	LED RGB
Color Capability	Min. 18.0 Quadrillion
Energy-Conscious LED	Use optional Sign Brightness Adjustment to run sign at less than 10000 NITs.
Includes	Ignite Graphics Software
Video	plays prerecorded clips up to 30FPS;Imports Windows Video (AVI);Animated Text & graphics
Viewing Angles	140 Horiz/70 Vert

OPTIONS

Software	Ignite OP (PC-based)
Communications	4G Wireless w/ Life-of-sign Cellular Data Plan
Software Training	Web Based Software Training
Cabinet Separation	Standard Up To 15 Feet
Power Requirements	Standard As Quoted
Temperature Sensor	w/100-Step Photocell w/15 ft Cable
Sign Mounting Kit	Not Ordered / Not Required
Warranty	Standard 5-Year Parts Warranty
Personal Computer	PC Not ordered. Ignite Included
Technician On-Site	Not Ordered
Spare Parts Kit	Not Ordered
Custom Artwork	Not Ordered

EXISTING SIGN



Staff Report

January 12, 2022



DATE: 1/5/2022
 TO: Board of Directors
 FROM: Kristi Sweeney, Assistant District Manager
 SUBJECT: Solar Panel Installation Proposal for Terry Ashe Recreation Center

Summary

Staff seek Board approval to pursue a solar panel installation project at the Terry Ashe Recreation Center. Staff and the Recreation and Park Committee examined several financing options. The Prepaid lease option offers the best return on investment over the anticipated life of the system (30-years).

Recommendation: Authorize the District Manager to complete the Solar Panel Installation project at the Terry Ashe Recreation Center using the prepaid lease option.

1. Background

Staff have been investigating options for solar at District Facilities, since 2019. Staff requested estimates for solar panel installation at the Terry Ashe Recreation Center (TARC) from several providers. Alternative Energy Solutions (AES) assessed District energy needs based on current usage patterns at TARC and provided an analysis of system costs and savings over the life of the panel configuration they recommended. AES also provided various financing options for the system through SDC Energy (Sandview Development Corporation), a company that specializes in financing solar lease projects.

2. Fiscal Impact

The District was presented with three financing options for the \$132,155.90 system: a prepaid lease, 6-year lease, or 10-year lease. The solar system is warranted for 20 years, regardless of the lease term (clarified upon recommendations from the Finance and Park and Recreation Committees). The proposal includes warranty extensions to cover the inverters for 20 years (typically 10 years without warranty extension), and the panels for 30 years (typically 25 years without the Solar Insure extension). The warranty extension can be eliminated at some slight cost reduction, but staff recommend maintaining the warranties in the proposal to ensure the longevity of the system.

After careful financial analysis, staff determined that the District's most cost-effective lease term is the prepaid lease. The prepaid lease option includes a 15% discount on the total cost of the system (bringing the cost down from \$132,155.90 to \$112,333).

Total System Cost by Lease Term

	Prepaid Lease	6-Year Lease	10-Year Lease
Total Cumulative Payments at end of lease term	\$112,333	\$108,394	\$141,276
Cost to Purchase System at end of Financing Term	\$0	\$39,600	\$26,400
Net Total Cost of System at end of Year 10	\$112,333	\$147,994	\$167,676

Staff wanted to examine the cost plus the benefit of the system. Based on current electric usage patterns at TARC and estimated energy creation based on the proposed system, energy savings are anticipated to be \$14,900 annually (this could change depending on future usage and energy prices). We also wanted to show the value of this investment in comparison to other investment opportunities of similar cost (Required Rate of Return, set to a conservative 5%). The value of the prepaid lease becomes very apparent. This may be shown as:

Lease Term	Required Rate of Return	Net Present Value	Internal Rate of Return
Prepaid Lease	5%	\$107,716.61	12.86%
6-Year Lease	5%	-\$2,572.92	4.8%
10-Year Lease	5%	-\$98,113.84	0.086%

The prepaid discount combined with the net sum of cash flows over the useful life of the system (purchase cost plus 30 years of energy savings) indicates that the prepaid lease option is the best return on investment.

Staff recommend using a combination of District Improvements Reserve, Incorporated Impact Fee – Facilities fund, and District Acquisition and Improvement Reserve fund to cover the cost of the lease. The District may be able to redirect these savings as part of the budget process or to replenish reserve funds over time with the recaptured energy savings costs.

3. Committee Recommendation

Both the Finance and Park and Recreation Committees reviewed the solar proposal in November 2021, and both recommended full Board consideration. The committees also had some additional questions. Staff originally believed that warranty periods were contingent upon the term of the lease. Leases also seemed compelling for the rebate possibility and the fact that as a service (lease) it simplifies our purchasing requirements. These features seemed compelling to the Committees and staff recommendations.

However, staff have learned that the warranty (see above) is independent of the lease term. Coupled with a more complete financial analysis and the fact that the pre-paid lease is still a service, staff have revised our recommendations to favor the pre-paid lease. Committees reviewed the original solar proposal and associated financing options (April 2021), and since then Staff have received information (valid through February 3, 2022). Since the time of the original proposal was received the cost of the system was reduced due to a change in solar panel manufacturers utilized in the proposal. With this further information, the Committees would have likely changed their recommendation to favor the pre-paid lease.

4. Permits and Environmental Review

The Town of Paradise will require a permit for the solar project.

5. Discussion

The District has demonstrated support for conservation measures that also improve our long-term financial situation. The solar panel array as designed in the AES solar panel system proposal will maximize energy production at TARC meeting current usage needs while maintaining the aesthetics of the building. The installation will reduce carbon emissions and associated impacts to climate change, while maintaining continuity of services. The tax rebates associated with solar systems are set to decline in future years, which may increase the cost of the system if the project is delayed.

Attachments:

- A. AES Solar Panel Proposal
- B. Solar Financing Offer
- C. Net Present Value Explained

https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2022/22.0112/TARC.Solar.Staff.Report.21.0112.docx
1/6/2022



SOLAR

energy for the future

A customized proposal for

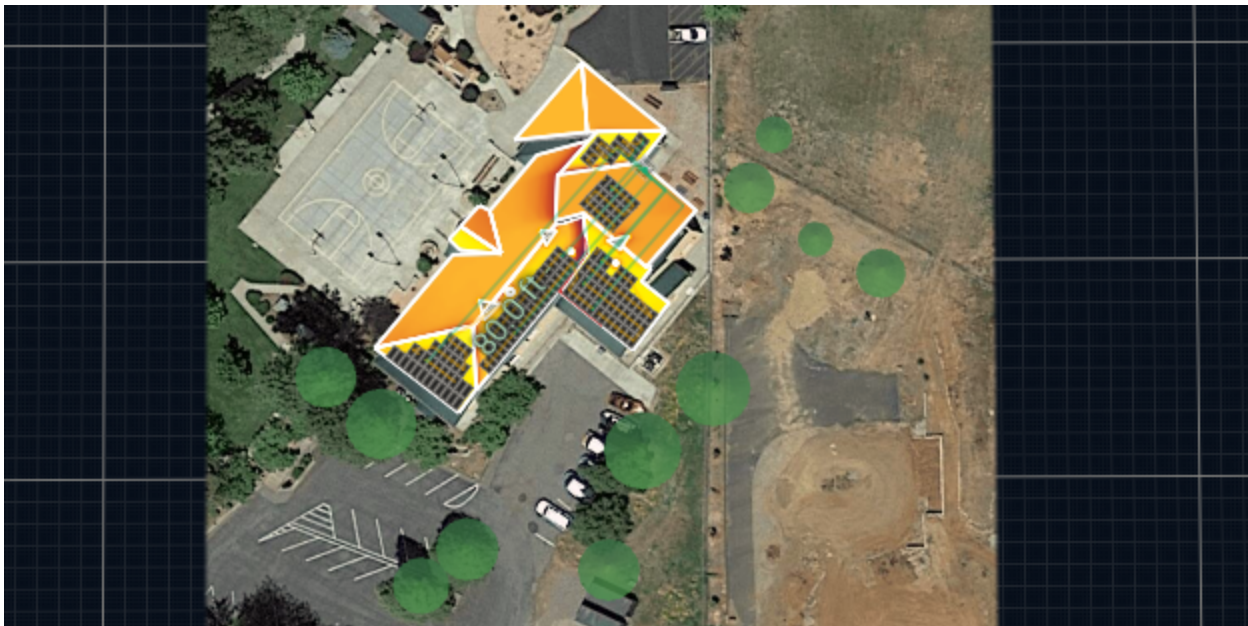
Paradise Recreation and Park District
Terry Ashe Building
6626 Skyway
Paradise, CA 95969

Contact

Chelsea Pavone
chelsea@savingenergyforlife.com
530.715.8617

Meet your business on solar

6626 Skyway
Paradise, CA 95969



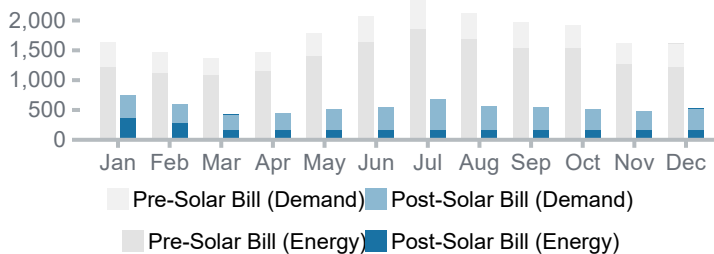
What does a solar property do for you?

Average monthly electric bill

It saves

\$1,241

from your electric bill each month

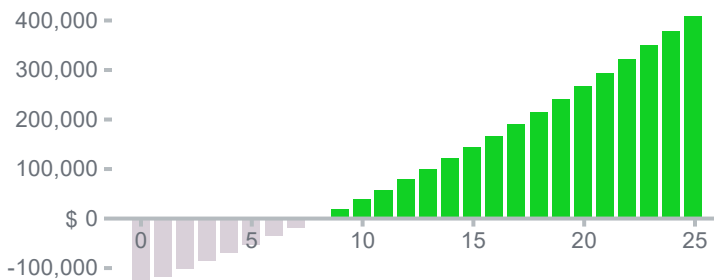


It saves

\$151,351

over the lifetime of the system - including purchase cost

Cashflow over time

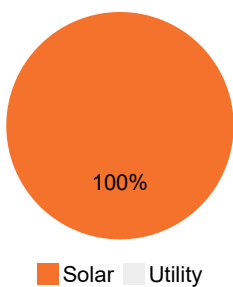


Your customized solution

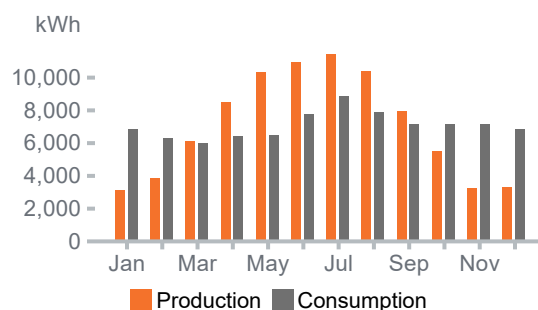


System summary

System size 63.00 kW
 Year 1 Production 84,869 kWh



You would generate
100 %
 of your energy from solar



Bill savings that start right away

	Year 1 Monthly Utility Bill	Year 1 Total Utility Costs
Without solar	\$ 1,789	\$21,470
With solar	\$548	\$6,581

A responsible choice

Your system would offset emissions equivalent to



Planting 16,806 trees



Driving 64,893 fewer miles per year



Taking 6 cars off the road

An easy financial decision



System cost \$132,156

ITC -\$0

Cost to you \$132,156

Down Payment: \$ 132,156

Payback period 8.0 years

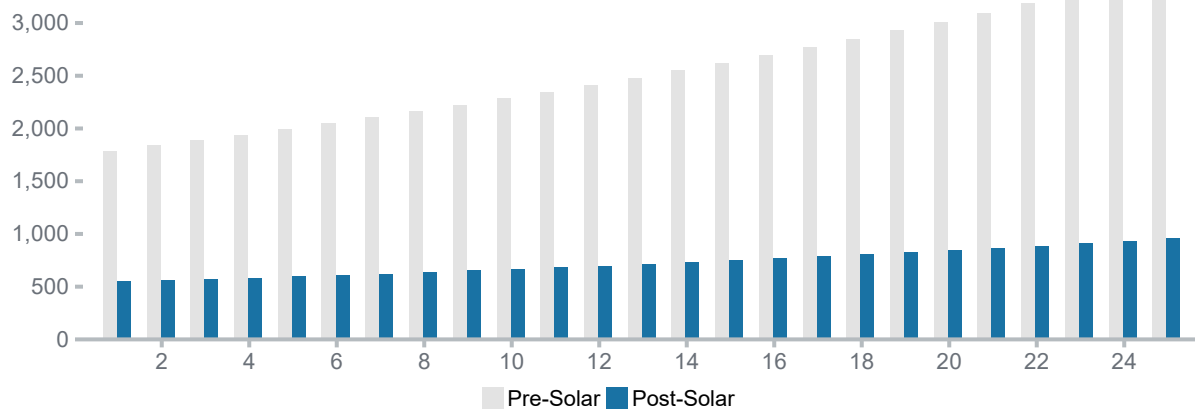
Depreciation tax benefits \$0

Politics can be unpredictable. Take advantage of federal and state level solar tax credits now while you still can!

Lock in electric rates

Energy prices are projected to increase every year. A solar investment protects you from these changing prices. With today's rate locked in, your solar investment will keep generating more and more value in the future.

Electric bill over time



Appendix



Monthly Cashflows

(kWh)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Utility Consumption Pre-Solar	6,866	6,304	5,984	6,443	6,493	7,759	8,877	7,920	7,183	7,183	7,183	6,866	85.1k
Utility Consumption Post-Solar	3,719	2,443	(154)	(2,092)	(3,842)	(3,183)	(2,566)	(2,464)	(799)	1,650	3,943	3,536	192
Solar Production	3,147	3,861	6,138	8,535	10.3k	10.9k	11.4k	10.4k	7,982	5,533	3,240	3,330	84.9k
(\$)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Utility Bill Pre-Solar	1,642	1,465	1,367	1,462	1,786	2,076	2,428	2,124	1,967	1,922	1,618	1,613	21.5k
Utility Bill Post-Solar	751	597	421	442	509	551	677	567	552	512	481	521	6,581
Utility Bill Savings	891	868	946	1,020	1,277	1,525	1,751	1,557	1,414	1,410	1,137	1,092	14.9k
Excess Credit	0	0	8	123	333	565	752	931	989	899	684	490	

Annual Cashflows

Year	Annual Bill Pre Solar	National Depreciation Benefit	Local Depreciation Benefit	Taxes	Loan Payment	Annual Bill Post Solar	Annual Cashflows	Cumulative Cashflows
0	0	0	0	0	0	0	(132.2k)	(132.2k)
1	21.5k	0	0	0	0	6,581	14.9k	(117.3k)
2	22.1k	0	0	0	0	6,721	15.3k	(101.9k)
3	22.7k	0	0	0	0	6,865	15.8k	(86.1k)
4	23.3k	0	0	0	0	7,013	16.3k	(69.9k)
5	23.9k	0	0	0	0	7,165	16.7k	(53.1k)
6	24.6k	0	0	0	0	7,322	17.2k	(35.9k)
7	25.2k	0	0	0	0	7,486	17.8k	(18.1k)
8	25.9k	0	0	0	0	7,655	18.3k	168
9	26.7k	0	0	0	0	7,829	18.8k	19k
10	27.4k	0	0	0	0	8,008	19.4k	38.4k
11	28.2k	0	0	0	0	8,193	20k	58.4k
12	29k	0	0	0	0	8,384	20.6k	78.9k
13	29.8k	0	0	0	0	8,580	21.2k	100.1k
14	30.6k	0	0	0	0	8,783	21.8k	121.9k
15	31.5k	0	0	0	0	8,991	22.5k	144.4k
16	32.3k	0	0	0	0	9,206	23.1k	167.5k
17	33.2k	0	0	0	0	9,428	23.8k	191.3k
18	34.2k	0	0	0	0	9,656	24.5k	215.9k
19	35.1k	0	0	0	0	9,891	25.3k	241.1k
20	36.1k	0	0	0	0	10.1k	26k	267.1k
21	37.2k	0	0	0	0	10.4k	26.8k	293.9k
22	38.2k	0	0	0	0	10.6k	27.6k	321.5k
23	39.3k	0	0	0	0	10.9k	28.4k	349.9k
24	40.4k	0	0	0	0	11.2k	29.2k	379.1k
25	41.6k	0	0	0	0	11.6k	30k	409.1k



January 4, 2022

Attn: Chelsea Pavone, Alternative Energy Systems

Subject: Financing offer for your Customer's proposed PV Solar project

Sandview Development Corporation (SDC Energy) is pleased to provide your customer with a financing offer for the proposed solar energy project at your client's facility:

Contractor/Proposal:	Alternative Energy Systems, Inc./ Estimate email dated 01/04/2022		
Ratepayer:	Paradise Recreation and Park District Paradise, CA 95969		
Project Details¹			
Construction Cost:	\$132,155.90		
PV System Size:	63 kW		
Contract Generation:	84,869 kWh		
SDC Financing Terms	Prepaid SESA²	6-Year SESA	10-Year SESA
SESA Monthly Payments:		\$1,450.00	\$1,100.00
SESA Prepayment: ³	\$112,333.00	\$0.00	\$0.00
Annual Increases:		1.5%	1.5%
Term (months):	72	72	120
Estimated FMV:	\$0.00	\$39,600.00	\$26,400.00
Total out of pocket for financing: ⁴	\$112,333.00	\$147,995.00	\$167,675.00

SESA financing is contingent upon available Federal tax benefits and execution of all agreements. Ratepayer shall complete SDC Energy Financing Application and assist with further documentation if requested. Offer valid for 45 days.

Warm Regards,

Charles Schaffer, President

SDC Energy/Sandview Development Corporation

Tel: (408) 723-4797, Charles@sdc-energy.com

¹ Project details for reference only, final contractor installation agreement may affect final cost and SESA financing terms. Warranty & maintenance provided under separate agreement between Ratepayer and Scudder Solar Systems. Shall include any required or suggested manufacturer's annual maintenance requirements (i.e. annual servicing of storage products, etc.)

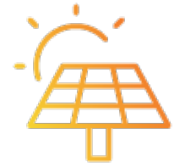
² The Prepaid SESA is a fully prepaid solar agreement with an up-front lump sum payment and no other payments for the remaining term of the SESA. The up-front payment can be split into multiple payments that are directly applied to the contractor milestone until the prepay amount is fully paid. The Prepay SESA is based on a 20-year term with a \$0 option for the Ratepayer to purchase at the end of the 6th anniversary of the In-Service Date.

³ Prepayment is calculated to consider the applicable Federal tax benefits.

⁴ Sum total of all payments made on the SESA financing.

INTRODUCING SDC ENERGY'S SOLAR FINANCING PROGRAM

Welcome to SDC Energy's solar financing overview and your first step toward controlling your electricity future! SDC Energy finances your project with a solar lease called the Solar Energy Services Agreement, SESA, for short. The SESA leases to you the solar equipment and all the energy generated from it. Working much like the trendy power purchase agreements, or PPAs, our SESA gives you the advantage of fixed monthly payments, shorter terms and the lowest cost of financing.



Think of the SESA as a "lease-to-own" as opposed to the perpetual renting electricity every month from your current utility or from an unknown owner of a PPA.

Through SDC Energy's solar financing program you can:

- Control monthly electricity costs through fixed monthly SESA payments or a one-time payment,
- Direct payments that previously went to the utility company to pay the SESA payments,
- Work directly with your Contractor to select and approve your solar equipment,
- Gain ownership of the solar equipment sooner and reap the benefits of no-cost solar electricity!

Think of SDC as your private banker working to help you finance, then own your energy assets. Energy savings grow every year when you control your electricity generation.

SDC Energy's 4-step process:

Step 1: Work with your Contractor to select the solar equipment, location on your property and cost of installation. SDC Energy provides financing based on the installation costs.

Step 2: Select your SESA solar financing terms, sign the Installation Agreement and Project Warranty with your Contractor, then sign the SESA with SDC for the financing of the project.

Step 3: The Contractor proceeds with the installation of the project while funding is completed.

Step 4: The SESA Monthly Invoicing commences upon utility permission to operate.





Solar Energy Services Agreement Options:

The “SESA” provided by SDC Energy is the solar financing lease agreement between You and SDC Energy. SDC provides two general financings structures that can be adjusted to meet your specific needs:



1. **Full prepay:** With the prepay lease, you make a one-time payment up-front and have no other payments for the rest of the term. You have a future option-date to acquire the lease and own solar equipment outright.
2. **Pay over time:** With the term lease, several options are available to tailor a payment plan that fits your budget:
 - ❖ Zero money down,
 - ❖ Include a partial deposit to lower monthly payments,
 - ❖ Add an annual payment escalator,
 - ❖ Select from 6-year to a 10-year term length

Contractor requirements:

The Installation agreement provided by your Contractor will define the type and quantity of solar equipment for your project, the site location and related installation details. In addition to the normal engineering, permitting and related installation activities in the agreement, SDC has the following requirements for your contractor:



1. All equipment must be new and of a brand recognizable name with 20-year product warranties;
2. Provide expected solar generation and utility rate analysis estimates;
3. Include a 10-year project “bumper-to-bumper” warranty including warranty management and annual reporting on solar generation performance;
4. Provide internet-based inverter monitoring including set up and notification of alarms and faults;
5. Milestone schedule that pays for work activity completed with documentation for verification;
6. Commissioning report documenting the equipment upon completion of installation.

Your requirements:

- ✓ Complete the credit application and send documentation for underwriting;
- ✓ Maintain good credit and bank accounts for monthly direct debit;
- ✓ Maintain high-speed data access for solar equipment monitoring.





Energy Project Finance Application

v2018.3

APPLICANT INFORMATION ("RATEPAYER")							
Name:					Tax ID:		
Type of Business:			Years in business:		email:		
Address:					Telephone:		
City:					State:	Zip Code:	
Entity Type: (check one)	Corporation <input type="checkbox"/>	Sole Prop. <input type="checkbox"/>	LLC <input type="checkbox"/>	Partnership <input type="checkbox"/>	Non-Profit <input type="checkbox"/>	Other:	
Property Address for Installation:				State:	Zip Code:		Own or Lease <input type="checkbox"/> <input type="checkbox"/>
Name of Landowner:		Address:			State:	Zip Code:	
Insurance Name:		Agent:		Telephone:		Insurance Policy #:	

INFORMATION REQUESTED	Internal use Rcvd:
Copy of Articles of Incorporation, Partnership Agreement or Organizational formation documents	<input type="checkbox"/>
Title or Property Report (showing owner and estimated value of real property)	<input type="checkbox"/>
Contractor proposal defining equip., cost, scope of work, payment schedule, 10-yr warranty on installation and utility bill analysis	<input type="checkbox"/>
Copy of Utility bill (all pages)	<input type="checkbox"/>
Copy of roof warranty and age of roof if roof mounted solar is being proposed	<input type="checkbox"/>

The above information and any information attached are furnished to Sandview Development Corporation dba SDC Energy and our affiliates (collectively the "Provider") in connection with the consideration of financing for which Ratepayer may guarantee. You acknowledge and understand that the Provider is relying on this information in deciding to grant financing for the proposed project and Ratepayer represents, warrants and certifies that the information provide herein is true, correct and complete. The Provider is authorized to make all inquiries deemed necessary to verify the accuracy of the information contained herein and to determine the financing. Ratepayer authorizes any person or the reporting agency to give the Provider information it may have about Ratepayer in connection to the project financing. All Ratepayer information supplied to Provider shall be kept confidential and shared only with associated entities to assist in the determination of financial review.

Print Name/Signature:	Title:	Date:
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Please submit the application and requested information to: info@sdc-energy.com or Fax: **866-524-2848**



Budgets And Budgeting

A Refresher on Net Present Value

by Amy Gallo

November 19, 2014



Most people know that money you have in hand now is more valuable than money you collect later on. That's because you can use it to make more money by running a business, or buying something now and selling it later for more, or simply putting it in the bank and earning interest. Future money is also less valuable because inflation erodes its buying power. This is called the *time*

value of money. But how exactly do you compare the value of money now with the value of money in the future? That is where **net present value** comes in.

To learn more about how you can use net present value to translate an investment's value into today's dollars, I spoke with Joe Knight, co-author of *Financial Intelligence: A Manager's Guide to Knowing What the Numbers Really Mean* and co-founder and owner of www.business-literacy.com.

What is net present value?

"Net present value is the present value of the cash flows at the required rate of return of your project compared to your initial investment," says Knight. In practical terms, it's a method of calculating your return on investment, or ROI, for a project or expenditure. By looking at all of the money you expect to make from the investment and translating those returns into today's dollars, you can decide whether the project is worthwhile.

What do companies typically use it for?

When a manager needs to compare projects and decide which ones to pursue, there are generally three options available: internal rate of return, payback method, and net present value. Knight says that net present value, often referred to as NPV, is the tool of choice for most financial analysts. There are two reasons for that. One, NPV considers the *time value of money*, translating future cash flows into today's dollars. Two, it provides a concrete number that managers can use to easily compare an initial outlay of cash against the present value of the return.

ANOTHER TAKE



"It's far superior to the payback method, which is the most commonly used," he says. The attraction of payback is that it is simple to calculate and simple to understand: when will you make

What Net Present Value Can't Tell You

Article by Maxwell Wessel

The boldest innovations are the hardest to measure.

back the money you put in? But it doesn't take into account that the buying power of money today is greater than the buying power of the same amount of money in the future.

That's what makes NPV a superior method, says Knight. And fortunately, with financial calculators and Excel spreadsheets, NPV is now nearly just as easy to calculate.

Managers also use NPV to decide whether to make large purchases, such as equipment or software. It's also used in mergers and acquisitions (though it's called the *discounted cash flow model* in that scenario). In fact, it's the model that Warren Buffet uses to evaluate companies. Any time a company is using today's dollars for future returns, NPV is a solid choice.

How do you calculate it?

No one calculates NPV by hand, Knight says. There is an NPV function in Excel that makes it easy once you've entered your stream of costs and benefits. (Plug "NPV" into the Help function and you'll get a quick tutorial or you can purchase the HBR Guide to Building Your Business Case + Tools, which includes an easy-to-use pre-filled spreadsheet for NPV and the other ROI methods). Many financial calculators also include an NPV function. "A geek like me, I have it on my iPhone. I like to know it's in my pocket," says Knight.

Even if you're not a math nerd like Knight, it's helpful to understand the math behind it. "Even seasoned analysts may not remember or understand the math but it's quite straightforward," he says. The calculation looks like this:

$$\text{Net Present Value} = \sum \frac{\text{Year n Total Cash Flow}}{(1 + \text{Discount Rate})^n}$$

Where “n” is the year whose cash flow is being discounted.

This is the sum of the present value of cash flows (positive and negative) for each year associated with the investment, discounted so that it’s expressed in today’s dollars. To do it by hand, you first figure out the present value of each year’s projected returns by taking the projected cash flow for each year and dividing it by (1 + discount rate). That looks like this:

$$\frac{\text{FV}_1}{(1 + \text{Discount Rate})^n}$$

Where “FV” is the projected cash flow for each year and “n” is the number of periods out the cash flow is from the present.

So for a cash flow five years out the equation looks like this:

$$\frac{\text{FV}}{(1 + \text{Discount Rate})^5}$$

Where “FV” is the projected cash flow for each year.

If the project has returns for five years, you calculate this figure for each of those five years. Then add them together. That will be the present value of all your projected returns. You then subtract your initial investment from that number to get the NPV.

If the NPV is negative, the project is not a good one. It will ultimately drain cash from the business. However, if it’s positive, the project should be accepted. The larger the positive number, the greater the benefit to the company.

Now, you might be wondering about the discount rate. The discount rate will be company-specific as it’s related to how the company gets its funds. It’s the rate of return that the investors expect or the cost of borrowing money. If shareholders expect a 12% return, that is the discount rate the company will use to

calculate NPV. If the firm pays 4% interest on its debt, then it may use that figure as the discount rate. Typically the CFO's office sets the rate.

What are some common mistakes that people make?

There are two things that managers need to be aware of when using NPV. The first is that it can be hard to explain to others. As Knight writes in his book, *Financial Intelligence*, “the discounted value of future cash flows — not a phrase that trips easily off the nonfinancial tongue”. Still, he says, it's worth the extra effort to explain and present NPV because of its superiority as a method. He writes, “any investment that passes the net present value test will increase shareholder value, and any investment that fails would (if carried out anyway), actually hurt the company and its shareholders.”

FURTHER READING

The Value of Keeping the Right Customers

Article by Amy Gallo

A refresher on customer churn rate.

The second thing managers need to keep in mind is that the calculation is based on several assumptions and estimates, which means there's lots of room for error. You can mitigate the risks by double-checking your estimates and doing sensitivity analysis after you've done your


initial calculation.

There are three places where you can make misestimates that will drastically affect the end results of your calculation. First, is the initial investment. Do you know what the project or expenditure is going to cost? If you're buying a piece of equipment that has a clear price tag, there's no risk. But if you're upgrading your IT system and are making estimates about employee time and resources, the timeline of the project, and how much you're going to pay outside vendors, the numbers can have great variance.

Second, there are risks related to the discount rate. You are using today's rate and applying it to future returns so there's a chance that say, in Year Three of the project, the interest rates will spike and the cost of your funds will go up. This would mean your returns for that year will be less valuable than you initially thought.

Third, and this is where Knight says people often make mistakes in estimating, you need to be relatively certain about the projected returns of your project. "Those projections tend to be optimistic because people want to do the project or they want to buy the equipment," he says.

Amy Gallo is a contributing editor at Harvard Business Review, co-host of the Women at Work podcast, and the author of the *HBR Guide to Dealing with Conflict*. She writes and speaks about workplace dynamics. Watch her TEDx talk on conflict and follow her on Twitter.

 @amyegallo

Staff Report

January 12, 2022



DATE: 1/6/2022
 TO: PRPD Board of Directors (BOD)
 FROM: Kristi Sweeney, Assistant District Manager
 SUBJECT: Resolution #22-01-1-510 Department of the Interior Land and Water Conservation Fund Grant

Report in Brief

The Land and Water Conservation Fund (LWCF) grant is a Federally funded program from the Department of the Interior (DOI), with grant proposals selected at the State level. This year the State of California will receive \$40 million dollars from the DOI to fund LWCF projects throughout the State. Maximum grant award requests can be as large as \$6 million dollars, with no minimum amount identified. LWCF grant awards require a fifty percent match, which precludes a proposal to fund Noble Park development or other large park development projects. However, since the grant program is a federal program, the District can use state grant funds as a match.

Staff have worked with a Landscape Architect to draft a conceptual design plan for developing Oak Creek Park based on community input for desired wildland park amenities. The total development project cost is estimated to be \$385,000, which can be broken into phases over time as funding opportunities arise. Staff submitted a proposal to the California State Parks Per Capita Grant to direct \$128,000 to develop basic amenities at Oak Creek Park, such as gravel parking, walking/hiking trails, porta potty, signs, drinking fountain, and picnic tables. The full \$128,000 in Per Capita funds will serve as match for the LWCF grant proposal. The District plans to seek \$128,000 in funding from the LWCF grant program, which if awarded would fund the majority of the park development project (\$256,000), with future phases developed as funding opportunities became available.

Recommendation: *Approve resolution #22-01-1-510 as presented and authorize District Manager to submit a proposal for the Land and Water Conservation Fund grant.*

Attachments:

- A. Resolution #22-01-1-510

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2022/22.0112/2022.0112.Land.and.Water.Conservation.Fund.Grant.Staff.Report.docx
 1/6/2022



Paradise Recreation & Park District

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

Phone: 530-872-6393
 Fax: 530-872-8619

RESOLUTION #22-01-1-510

RESOLUTION OF THE PARADISE RECREATION AND PARK DISTRICT BOARD OF DIRECTORS APPROVING THE APPLICATION FOR LAND AND WATER CONSERVATION FUND OAK CREEK PARK DEVELOPMENT PROJECT

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing Matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing Applications by local agencies under the program; and

WHEREAS, the Applicant certifies by resolution the approval of the Application and the availability of eligible Matching funds prior to submission of the Application to the State; and

NOW, THEREFORE, BE IT RESOLVED that the Paradise Recreation and Park District Board of Directors: hereby:

1. Approves the filing of an Application for Land and Water Conservation Fund assistance for the proposed; Oak Creek Park Development Project:
2. Agrees to abide by Section 6(f)(3) of Public Law 88-578 which states "No property acquired or developed with assistance under this section shall, without the approval of the National Secretary of the Interior, be converted to other than public outdoor

recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location.”

3. Certifies that said agency has Matching funds from eligible source(s) and can finance 100 percent of the Project, which up to half may be reimbursed; and

4. Appoints the District Manager: as agent of the Applicant to conduct all negotiations and execute and submit all documents, including, but not limited to, Applications, Contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned Project.

Approved and Adopted on the 12TH day of January, 2022. We, the undersigned, hereby certify that the foregoing Resolution was duly adopted by Paradise Recreation and Park District Board of Directors by the following roll call vote:

AYES: NOES: ABSTAIN: ABSENT:

Albert McGreehan, Chairperson

Mary Bellefeuille, Secretary

***Paradise Recreation and Park District
2021 STANDING COMMITTEES***

PERSONNEL:

MARY BELLEFEUILLE, Chairperson DENNIS IVEY, Member

Committee meets the 3rd Tuesday of each month at 4:00 p.m.

- *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 AL McGREEHAN, Member

Committee meets the 2nd Thursday of each month at 2:00 p.m.

- *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

Committee meets the 1st Tuesday of each month at 4:00 p.m.

- *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
2021 STANDING COMMITTEES***



AD-HOC ADVISORY COMMITTEE ASSIGNMENTS

- **Strategic Plan Ad-hoc Committee**
(McGreehan/Bellefeuille + Staff)
Established 10-14-20

COMMUNITY LIAISON ASSIGNMENTS

- | | |
|---|-------------------------------------|
| • Town of Paradise | McGreehan/Bellefeuille |
| • Concow/Yankee Hill | Anderson |
| • PUSD Board of Trustees | VACANT |
| • Paradise Citizen's Alliance | McGreehan/Bellefeuille |
| • LAFCO | McGreehan |
| • Paradise Irrigation District | Rodowick |
| • County Board of Supervisors | Rodowick |
| • Upper Ridge Com. Council | Bellefeuille |
| • Strategic Park Planning -
Technical Advisory Committee | Rodowick/McGreehan-Alternate |



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.

Paradise Recreation and Park District
2021 STANDING COMMITTEES

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 will be formed for a specific purpose and are usually temporary. Ad-hoc Advisory Committees will contain less than a quorum of Board members and will advise staff on a specific matter. Any decisions subject to Board action will be considered by the full Board and may be reviewed and recommended through one of the standing committees.
- ❑ It is recommended that one current committee member stay on each standing committee to assure continuity on pending issues.

Board approved 01-13-2021

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Paradise Recreation and Park District

2022 STANDING COMMITTEES

PERSONNEL:

MARY BELLEFEUILLE, Chairperson

DENNIS IVEY, Member

Committee meets the 3rd Tuesday of each month at (Between 2-4) p.m.

- *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.*

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ROBERT ANDERSON, Member

Committee meets the 2nd Thursday of each month at (Between 2-4) p.m.

- *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*

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AL MCGREEHAN, Chairperson

STEVE RODOWICK, Member

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- *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

2022 STANDING COMMITTEES



AD-HOC ADVISORY COMMITTEE ASSIGNMENTS

- **Strategic Plan Ad-hoc Committee**
(McGreehan/Bellefeuille + Staff)
Established 10-14-20

COMMUNITY LIAISON ASSIGNMENTS

- **Town of Paradise** McGreehan/Bellefeuille
- **Concow/Yankee Hill** Anderson
- **Golden Feather Union Elementary School District** **VACANT**
- **PUSD Board of Trustees** **VACANT**
- **Paradise Citizen’s Alliance** McGreehan/Bellefeuille
- **LAFCO** McGreehan
- **Paradise Irrigation District** Rodowick
- **County Board of Supervisors** Rodowick
- **Upper Ridge Com. Council** Bellefeuille
- **Strategic Park Planning - Technical Advisory Committee** Rodowick/McGreehan-Alternate



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

2022 STANDING COMMITTEES

- ❑ 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 will be formed for a specific purpose and are usually temporary. Ad-hoc Advisory Committees will contain less than a quorum of Board members and will advise staff on a specific matter. Any decisions subject to Board action will be considered by the full Board and may be reviewed and recommended through one of the standing committees.
- ❑ It is recommended that one current committee member stay on each standing committee to assure continuity on pending issues.

Paradise Recreation and Park District

2022 STANDING COMMITTEES

Board approved 01-13-2021

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DRAFT

Staff Report

January 12, 2022



DATE: 12/1/2021
 TO: BOD
 FROM: Sarah Hoffman, BOD Clerk
 SUBJECT: Changes to PRPD Board of Directors Agenda

Report in Brief

The agenda order is governed by our Administrative by-laws. The order is noted as:

1. Pledge of Allegiance
2. Roll Call
3. Welcome Guests
4. Public Comment
5. Consent Agenda
6. Committee Reports
7. Manager's Report
8. Closed Session
9. Old Business
10. New Business
11. Board Comment
12. Adjournment

The order can be changed with the direction of the Board Chairperson or majority vote or concurrence of BOD members. Recent experience has shown that the order change has been frequent. The order is often changed to allow for the most pressing business and action items to be taken up earlier in the meeting or to accommodate presenters or citizens that may be present for a single business item. Therefore, staff recommends adoption of the following order to be in effect for 2022 or until a change is voted upon:

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Welcome Guests
 - d. Special Presentations
2. Public Comment
3. Consent Agenda
4. Committee Reports
5. Old Business
6. New Business
7. Reports
 - a. Manager's Report
 - b. Board Liaison Reports
 - c. Other Reports (as needed)
8. Closed Session -
9. Board Comment
10. Adjournment

One suggestion is that Committee Reports could be grouped with the other reports; however, as they may pertain to old or new business, we kept in earlier in the meeting. We recommend that this be a trial for 2022 and could be reauthorized with the committee assignments next year. At that point, we can draft and propose changes to our bylaws (including the option to include the agenda items, but leave it open for the order).

Recommendation: Adoption of new agenda order for the 2022 calendar year.

Attachments: None