



**Paradise Recreation and Park District  
Board of Directors - Regular Meeting**  
Terry Ashe Recreation Center, Room B  
Wednesday, August 11, 2021, 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@paradisepdpd.com](mailto:bodclerk@paradisepdpd.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=YlBnYlBpM0VhMVk4vNzkxd2JXRHQzQT09> 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: None
- 1.4. Special Presentations: Jessie Mercer, PRPD Recreation Specialist

**2. PUBLIC COMMENT**

**3. CONSENT AGENDA**

- 3.1. Board Minutes:
  - A. Regular Meeting Minutes of July 14, 2021
  - B. Special Meeting Minutes of July 21, 2021
- 3.2. Correspondence: None
- 3.3. Payment of Bills/Disbursements (Warrants and Checks Report)  
Check #052567 to and including #052733 and check #900681 to and including #900693 in the total amount of \$308,444.45 including refunds and/or void checks reported.
- 3.4. Information Items (Acceptance only):
  - A. Safety Committee Meeting Draft Minutes of July 15, 2021

**4. COMMITTEE REPORTS – NONE**

**5. REPORT**

- 5.1. District Report
- 5.2. Board Liaison Reports (Oral Reports)

**6. CLOSED SESSION – NONE**

**7. OLD BUSINESS – NONE**

## 8. **NEW BUSINESS**

- 8.1. Paradise Ridge Firesafe Council (PRFSC) Meeting Space Request. – PRFSC requests a renewal of the contract to use Room D at TARC once per month at no charge. **Recommendation:** Approve the PRFSC meeting space contract renewal and that the duration be limited to the end of the year 2022.

## 9. **BOARD COMMENT**

## 10. **ADJOURNMENT**

Adjourn to the next regular meeting on September 8, 2021 at 6:00 p.m., in Conference Room B, at the Terry Ashe Recreation Center (6626 Skyway, Paradise, California).

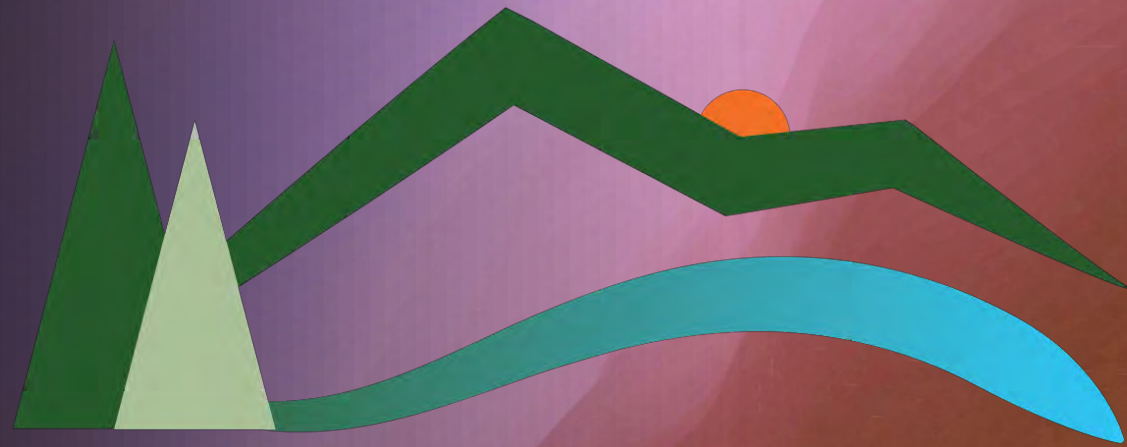



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In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate in the meeting, please contact the District Administrative Office at 530-872-6393 or [info@paradisepd.com](mailto:info@paradisepd.com) at least 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](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](mailto:program.intake@usda.gov).



# Paradise Recreation and Parks District

**PARADISE**  
RECREATION & PARK DISTRICT

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URCC Update July 29th, 2021

Jess Mercer

Recreation Specialist



# A Monthly Snapshot

- Snapshots
- Skyway Antique Mall Mural
- Kentfield Garden Art pop ups
- Camp Courage, Drone Camp, Camp Young Royal
- Baseball/Softball on the Field and Screen
- Events:
  - Ice Rink Opening
  - Pinewood Derby
  - Chocolate Fest
  - Kayak Updates

# Snapshots

- A Northern ACEs Collaboration grant provided 8 weeks of learning, exploring, and nature immersion
- Youth served- over 60 youth attending the Boys and Girls Club of Northern California
- Held in Magalia and Paradise
- Photos available to display if you want to support the youth



# Skyway Antique Mall Mural

- 65 artists from the Ridge community participated
- 218 hours of hand painting
- Community Capacity Building
- Graciously funded by a private donor, believing in the power of gathering the community
- Project Manager- Jess Mercer



# Kentfield Kids

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- A grant received by North Valley Mutual Aide paid for 2 months of programming
- Group held for all ages for youth from Concow, Magalia, and Paradise
- Hosted at Kentfield Farms
- Instructor and grant writer

- Jess Mercer





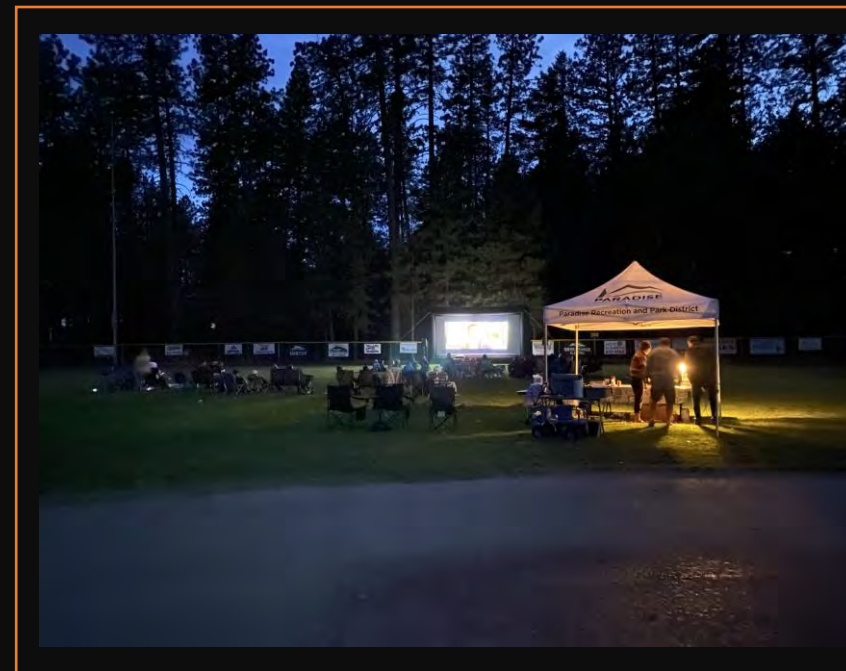
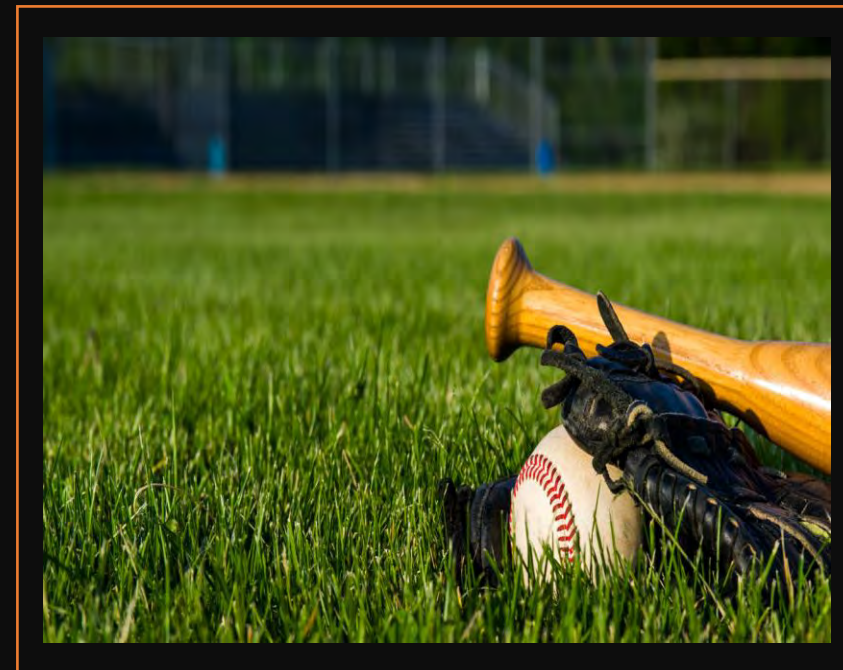
Summer Camp Success:  
Camp Courage  
Camp Young Royal  
Drone Camp





# Baseball/Softball on the Field and Screen...

- Youth Sports Skills – Tuesdays and Thursdays at Pine Ridge School
- Baseball Movie Series – “A League of Their Own”
  - Thursday Aug 12 Bille Park 8:30p
- Adult Softball Leagues – Moore Road Park
  - “Battle for the Ridge” Competitions
  - Women’s - August 7<sup>th</sup> & 8<sup>th</sup>
  - Men’s – August 28<sup>th</sup> & 29<sup>th</sup>
  - Co-Ed - September 11<sup>th</sup> & 12<sup>th</sup>
    - \$275 per team





# Special Events

- Pinewood Derby
  - Happening as we speak !
- Kayak Rentals/Classes beginning soon!
  - Mural on Kayak Rental Container
- Girls on the Run Camp – August 2 – 6<sup>th</sup>
- Chocolate Fest 2021
- World Series Livestream on THE BIG SCREEN – October
- Opening of the Ice Rink 11.11.21
  - Sponsors Needed



Paradise Lake  
**BIKING**



**FAMILY FRIENDLY AND WHEELCHAIR ACCESSIBLE**

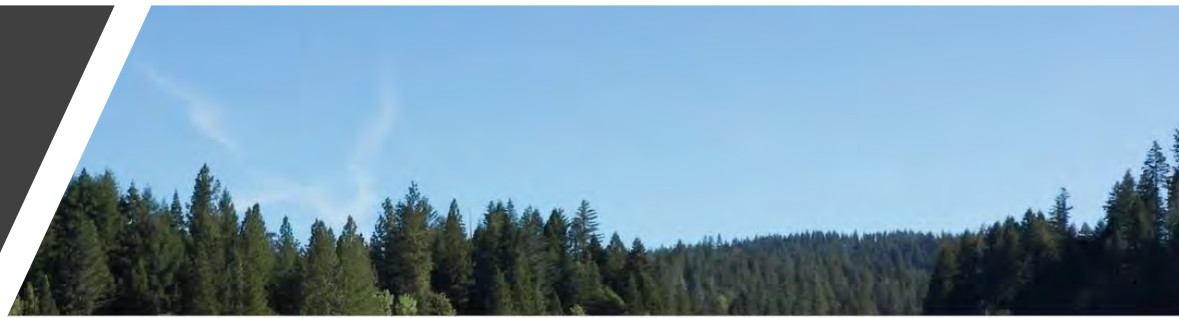


**EXPLORE THE 204-ACRE LAKE**

Upcoming Upper Ridge Media  
from REDISCOVER the Ridge

- <https://player.vimeo.com/video/566792004>

For more information go to:  
<https://rediscovertheridge.org/>



# Paradise Lake



**Rediscover the Ridge**



004805

Paradise Recreation and Park District  
**Board of Directors Regular Meeting**  
Via Zoom Teleconference  
July 14, 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 [ccampbell@paradisepprd.com](mailto:ccampbell@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

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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 6:02 p.m.

**1.1 PLEDGE OF ALLEGIANCE:**

Chairperson Bellefeuille led the Pledge of Allegiance.

**1.2 OATH OF OFFICE:**

Chairperson Bellefeuille administered the Oath of Office to incoming Board Director Dennis Ivey.

**1.3 ROLL CALL:**

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

Absent: Secretary Robert Anderson

**PRPD STAFF:**

Present: District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, Office Manager Colleen Campbell, Recreation Supervisor Scott Amick, and Park Supervisor Mark Cobb.

Present via tele-conference: Recreation Supervisor Jeff Dailey.

**1.3 WELCOME GUESTS:**

Chairperson Bellefeuille welcomed the following guests:

Present: Jackie Glazer, Work Training Center/Do-It-Leisure

Present via tele-conference: John S., Citizen.

004806

**1.4 SPECIAL PRESENTATION: District Award: California Association for Park and Recreation Indemnity [CAPRI] Outstanding Safety Award.**

District Manager Efseaff stated the District received the Outstanding Safety Award at a recently held conference in Monterey, California.

**2. PUBLIC COMMENT: None**

Staff reported that no public comments were received by the July 14, 2021, 1:00 p.m. deadline

To accommodate guests in the audience, Chairperson Bellefeuille recommended the Board hear New Business 8.1 following the Consent Agenda. The Board concurred.

**3. CONSENT AGENDA**

**3.1 Board Minutes:**

- a. Special Meeting of June 9, 2021
- b. Regular Meeting of June 9, 2021
- c. Special Meeting of June 11, 2021

**3.2 Correspondence: None**

**3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #052463 to and including #052566; and Check #900669 to and including #900680 in the total amount of \$197,741.53 including reported refunds and voided checks.**

**3.5 Information Items (Acceptance Only): None**

Chairperson Bellefeuille asked if there were any items to be removed and heard separately.

Vice Chairperson Rodowick requested that item 3.3 Payment of Bills/Disbursements be removed.

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

**MOTION:**

Director McGreehan moved to approve the remaining Consent Agenda as presented. The motion was seconded by Vice Chairperson Rodowick and carried with 4 ayes, 1 absent.

Director Ivey clarified his approval of the Consent Agenda less item 3.1 (a) the Special Meeting Minutes of June 9, 2021; (b) Regular Meeting Minutes of June 9, 2021; and (c) Special Meeting Minutes of June 11, 2021.

**ROLL CALL VOTE:**

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

004807

Chairperson Bellefeuille directed the Board's attention to Consent Agenda item 3.3 and asked Vice Chairperson Rodowick to comment.

Vice Chairperson Rodowick asked for clarification on check #052565 Les Schwab Tires in the amount of \$3,188.46. Park Supervisor Cobb stated it was a safety issue and it was recommended the tires be replaced on the maintenance vehicles.

Seeing and hearing no additional comments, Chairperson Bellefeuille stated she would entertain a motion on Consent Agenda item 3.3.

**MOTION:**

Vice Chairperson Rodowick moved to approve Consent Agenda item 3.3 as presented. The motion was seconded by Director McGreehan and carried with 4 ayes, 1 absent.

**ROLL CALL VOTE:**

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

**8. NEW BUSINESS**

**8.1 Work Training Center [Do-It Leisure] – Representative will provide a report on the Community and Sports Budget and Financial Statements as detailed in the 2019-2021 Agreement.**

The Board welcomed representative Jackie Glazer to the floor.

Ms. Glazer summarized the written report presented to the Board. She explained the affects the COVID-19 restrictions had on the organization's programming for their special needs population and how they transitioned to remote programming to serve their clients.

The Board had open dialog with Ms. Glazer regarding the alternative remote programming model, the organization's current financial outlook and their plans for the future.

The Board commended the organization for their innovative remote programming approach and thanked Ms. Glazer for her presentation.

The Board concurred to receive this report as presented.

Chairperson Bellefeuille recommended the Board resume the regular agenda format. The Board concurred.

**4. COMMITTEE REPORTS: None**

**5. REPORTS**

**5.1 District Report**

004808

Staff reports were provided by District Manager Efseaff, Assistant District Manager Sweeney, Park Supervisor Cobb, and Recreation Supervisors Dailey and Amick.

District Manager Efseaff requested that a special meeting be scheduled via Zoom for Wednesday, July 21, 2021 at 4:00 p.m. for one item. The Board concurred.

## 5.2 Board Liaison Reports (Oral Reports)

- Mary Bellefeuille      None
  
- Steve Rodowick      Reported PASH has broken ground on the pet memorial at Bille Park. Anticipated completion of the project is tentatively September 2021.
  
- Al McGreehan      None
  
- Dennis Ivey      Reported the Gold Nugget Museum Board of Directors meeting is scheduled for July 15, 2021 and he will provide an update at the August 11, 2021 meeting.

## 6. CLOSED SESSION: None

## 7. OLD BUSINESS

### 7.1 2021-2022 Employee Salary Scale – The BOD will consider approving the revised employee salary scale for fiscal year 2021-2022 and increasing the medical allowance for full-time staff.

District Manager Efseaff summarized the written report to the Board. The Board acknowledged this request had been reviewed by the Personnel and Finance Committees and was recommended to the full Board for consideration as detailed on the staff report, effective July 1, 2021.

- Baseline Pay:
  - Starting 7/1/2021, a 2.6% Cost of Living Adjustment (COLA) for Full-time (FT) staff (COLA based on Bureau of Labor Annual Statistics for April).
  - Starting 1/1/2022 a \$1/hr increase for PT staff.
- Structural Adjustments - FT
  - Increased Park Maintenance I (PMI) to make it above minimum wage (the 2.6 % increase will not cover it) - \$3,515/yr.
  - Increased Park Maintenance II (PMII) to make step 1 above the 5<sup>th</sup> PMI step - \$4,555/yr.
  - Increased Park Maintenance III (PMIII) to make step 1 above the top PMII step - \$1,310/yr.
  - A starting step of the following represents an increase to maintain a gap between Supervisor and subordinate.
    - Park Maintenance III starting step represents a 3% raise over the top PM II step.
    - Park Supervisor starting step represents a 3% raise over the top PM III step
    - Assistant District Manager starting step represents a 3% raise over the top Supervisor step.



004809

- Made District Accountant position steps equal to Administrative Assistant III. This may be revised in the future based on the salary surveys.
- Combine positions (consider the Cashier, Park Aide, Swim Aide positions).
- Removed Rec Superintendent Position from scale, both this position and the Park Superintendent positions still will job descriptions but are not anticipated to be hired in the next FY. Pay rates will be considered if the positions become active in the future.
- Structural Adjustments - PT
  - Increased the baseline (minimum) step increases from \$0.15 to \$0.25 an hour (Committee later suggested \$0.30/hour).
  - Added 2 steps to “top of series” positions: Pool Manager, Pool Supervisor, Park Assistant III, Recreation Coordinator, Recreation Leader III, Recreation Specialist.
  - The Intern position is a temporary position intended as a range to attract appropriate candidates.
  - Combined the Head Cashier and the Cashier into 1 position (start at minimum wage?) and include 3 steps.
- Increase medical allowance from \$705.00 to \$750.00 per month.

**MOTION:**

Director McGreehan moved to approve as presented. The motion was seconded by Vice Chairperson Rodowick and carried with 4 ayes, 1 absent.

**ROLL CALL VOTE:**

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

The Board concurred to adjourn the meeting for a short recess at 7:15 p.m.

The Board reconvened the Public Meeting at 7:22 p.m. and Chairperson Bellefeuille directed the Board's attention to New Business item 8.2.

**8. NEW BUSINESS**

**8.2 2021-2022 Ice Rink Season – Staff seeks direction on whether to proceed with the 2021-2022 ice rink season. If favorable, authorize the District Manager to complete the equipment rental agreement with Magic Ice for the 2021-2022 season.**

Staff summarized the written report presented to the Board. The Board had open discussion with staff concerning the continued financial loss to the District and how to possibly close the deficit with community outreach and support.

Staff read the following public comment received Sunday, July 11, 2011 at 11:56 a.m. into the record:

Subject: Paradise on Ice

Board of Directors:

**004810**

My name is Beth Borie, and I am writing in support of continuing the Pride and Tradition of keeping the Paradise on Ice operating, not just for the 2021-2022 season, but always.

I was fortunate to be an employee of the ice rink. That magical, beautiful ice rink. Where else can you go to work where everyone is smiling and laughing? And... For those who fall... Well, seems the harder they fall, the harder they laugh!! What a joy to be around. Especially the school field trips. Kids from all over Butte County, many who have never been to Paradise, let alone a chance to put on skates for the first time. I saw a former hockey player circle around the ice, with skates he hadn't put on for years. He lives an hour away from Paradise. Couldn't wipe that smile off his face if you tried!

If those on the Board are thinking of closing down Paradise on Ice, then you may not have experienced the joy that Paradise on Ice brought to our beautiful, small town. The fun that brought people from all over the county to enjoy.

Now, let's talk Lorrennis Leeds. The love and devotion, that Lorrennis put into the rink, far surpasses any employee I have ever seen or been around. The hours Lorrennis put in, from sponsorships, employees, scheduling hours, meetings, field trips, parties, working the ice, from morning till night, the list goes on. A true Champion any employer would love to have.

In closing, I would like to remind the Board, if you don't already know, Paradise on Ice is on the Paradise Monopoly Game board. That's an honor itself. How sad it will be if you allow Chico, to once again, take away something this special from Paradise. They want our water, they want our people to buy their houses, and now they want to take away what brings Paradisians have to bring us back together. DON'T ALLOW THIS TO HAPPEN!!! Stand strong and make a stand for our community. The money will eventually be there.

Thank you,  
Beth Borie

If approved, the Board concurred that funding sponsorship and donation program efforts be carried out in a broad community and regional organizations manner.

Seeing no further discussion, Chairperson Bellefeuille stated she would entertain a motion.

004811

**MOTION:**

Vice Chairperson Rodowick moved to proceed with the 2021-2022 ice rink season and authorized the District Manager to complete the agreement with Magic Ice. The motion was seconded by Director Ivey and carried with 4 ayes, 1 absent.

**ROLL CALL VOTE:**

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

- 8.3 2021 Chico State Enterprises Consulting Agreement– District seeks a cooperative agreement with Chico State Enterprises [CSE] to provide ecological and management services, including environmental planning, permitting, project implementation, project monitoring and environmental review, reporting, and public education and outreach related to a variety of ecological and vegetation management projects on District parks, greenways, and open spaces. The initial project will not exceed \$9,900. We anticipate that other projects may be added in the future as needed. District legal counsel has reviewed the agreement.**

Staff summarized the written report presented to the Board. The Board had open dialog with staff concerning utilizing these services for the District's two new acquisitions.

Seeing no further discussion, Chairperson Bellefeuille stated she would entertain a motion.

**MOTION:**

Chairperson Bellefeuille moved to approve the 2021 Chico State Enterprises Agreement as presented and authorized the District Manager to complete a cooperative agreement. The motion was seconded by Director McGreehan and carried with 4 ayes, 1 absent.

**ROLL CALL VOTE:**

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

- 8.4 Fiscal Year 2020-2021 Audit– Staff would like to have Holly Pladson, CPA perform the FY 2020-21 annual audit.**

District Manager Efseaff summarized the written report presented to the Board. The Board had open dialog with staff regarding whether the audit will be completed in a timely manner to comply with grant requirements.

Director McGreehan requested that staff keep the Finance Committee apprised of the audit progress.

Seeing no further discussion, Chairperson Bellefeuille stated she would entertain a motion.

004812

**MOTION:**

Director McGreehan moved to approve the proposal from Holly Pladson, CPA to complete the 2020-2021 audit as presented. The motion was seconded by Vice Chairperson Rodowick and carried with 4 ayes, 1 absent.

**ROLL CALL VOTE:**

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

**9. BOARD COMMENT:**

Chairperson Bellefeuille welcomed incoming Board Director Dennis Ivey.

**10. ADJOURNMENT:**

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 8:13 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on August 11, 2021 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center, (6626 Skyway, Paradise, California).

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Mary Bellefeuille, Chairperson

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Robert Anderson, Secretary

004813

Paradise Recreation and Park District  
**Board of Directors Special Meeting**  
Via Zoom Teleconference  
July 21, 2021

**MINUTES**

Special Notice:

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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 4:01 p.m.

**1.1 PLEDGE OF ALLEGIANCE:**

Chairperson Bellefeuille led the Pledge of Allegiance.

**1.2 ROLL CALL:**

Present via teleconference: Chairperson Mary Bellefeuille, Vice Chairperson Steve Rodowick, Director Al McGreehan, and Director Dennis Ivey.

Absent: Secretary Robert Anderson

**PRPD STAFF:**

Present via teleconference: District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, and Office Manager Colleen Campbell.

**1.3 WELCOME GUESTS:**

Chairperson Bellefeuille welcomed the following guests:

Present via teleconference: Alicia Edwards and Joyce Jones, Northern California Indian Development Council, Inc.

**2. PUBLIC COMMENT: None**

Staff reported that no public comments were received by the July 21, 2021, 1:00 p.m. deadline.

004814

**33. NEW BUSINESS****3.1 Worksite Agreement with the Northern California Indian Development Council, Inc. – Staff have been working with the Northern California Indian Development Council, Inc., [NCIDC] to utilize displaced workers on park properties. NCIDC received a National Dislocated Worker Grant [NDWG] that allows them to provide this service at no cost to the District. The materials have been submitted for legal review. If any changes, we will note them at the meeting.**

District Manager Efseaff summarized the written report and supporting documentation presented to the Board. He indicated District legal counsel reviewed the documents and recommended minor changes, such as replacing any reference to the ‘County of Butte’ with ‘Paradise Recreation and Park District’ and also replacing any reference to the ‘Town of Paradise’ with ‘Paradise Recreation and Park District’, which will be implemented into the final revision.

The Board had open dialog with NCIDC Regional Manager, Joyce Jones, concerning funding, number of workers to be assigned, worker training, and District site assignments.

Director McGreehan commented this is a win/win for the District as it is similar to the partnership the District utilized through Alliance for Workforce Development.

Seeing no further dialog, Chairperson Bellefeuille stated she would entertain a motion on this item.

**MOTION:**

Director McGreehan moved to approve the Northern California Indian Development Council, Inc. agreement with further refinements as discussed. The motion was seconded by Vice Chairperson Rodowick and carried with 4 ayes, 1 absent.

**ROLL CALL VOTE:**

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

**4. BOARD COMMENT: None****5. ADJOURNMENT:**

Seeing no further business, the special meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 4:25 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on August 11, 2021 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center, (6626 Skyway, Paradise, California).

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 Mary Bellefeuille, Chairperson

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 Steve Rodowick, Vice Chairperson

**PARADISE RECREATION & PARK DISTRICT**  
**COUNTY MONTHLY CHECK REGISTER**

<b>Fund 2510</b>
<b>JULY</b>

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
*****								
052567-052590	7/1/2021		Payroll Summary	15,408.31	0.00	0.00	15,408.31	
*****								
Direct Deposit	7/1/2021		Payroll Summary	19,748.81	0.00	0.00	19,748.81	
*****								
052633-052657	7/14/2021		Payroll Summary	15,687.07	0.00	0.00	15,687.07	
*****								
Direct Deposit	7/14/2021		Payroll Summary	18,043.63	0.00	0.00	18,043.63	
*****								
052688-052712	7/28/2021		Payroll Summary	19,229.70	0.00	0.00	19,229.70	
*****								
Direct Deposit	7/28/2021		Payroll Summary	22,761.95	0.00	0.00	22,761.95	
*****								
052591	7/2/2021		VISION SERVICE PLAN - (CA)	170.23			170.23	
052592	7/2/2021		VOYA INSTITUTIONAL TRUST CO	340.00			340.00	
052593	7/2/2021		PARADISE RECREATION & PARKS	19,748.81			19,748.81	A
052594	7/2/2021		BUTTE COUNTY.		1,273.75		1,273.75	
052595	7/2/2021		COMCAST		89.83		89.83	
052596	7/2/2021		LEVI GORRELL		12.90		12.90	B
052597	7/2/2021		TYLER WOODCOX		7.27		7.27	B
052598	7/2/2021		APRIL HINES		150.00		150.00	Refund
052599	7/2/2021		ULINE		181.70		181.70	
052600	7/2/2021		GRAPHIC FOX		107.25		107.25	
052601	7/2/2021		ACME TOILET RENTALS, LLC		414.40		414.40	
052602	7/2/2021		BUTTE COUNTY - NEAL ROAD		10.11		10.11	
052603	7/2/2021		VERIZON WIRELESS		84.24		84.24	
052604	7/2/2021		AT&T		601.59		601.59	
052605	7/2/2021		CHICO RENT-A-FENCE		432.00		432.00	
052606	7/2/2021		DE LAGE LANDEN FINANCIL SERV		223.49		223.49	
052607	7/2/2021		AT&T/CALNET3		23.92		23.92	
052608	7/2/2021		MELTON DESIGN GROUP		3,210.00		3,210.00	
052609	7/2/2021		BUTTE COUNTY OFFICE OF EDU		943.20		943.20	C
052610	7/2/2021		COMPUTERS PLUS		70.00		70.00	
052611	7/2/2021		ROSS RECREATION EQUIPMENT		736.50		736.50	
052612	7/2/2021		CONNEY SAFETY PRODUCTS		382.19		382.19	
052613	7/2/2021		MEEK'S LUMBER & HARDWARE		411.38		411.38	
052614	7/2/2021		OFFICE DEPOT		263.59		263.59	
052615	7/2/2021		CHICO ENVIRONMENTAL		13,132.98		13,132.98	D
052616	7/2/2021		CALIFORNIA SPECIAL DISTRICTS		593.56		593.56	
052617	7/2/2021		REIMER PEST & WEED CONTROL		725.00		725.00	
052618	7/2/2021		PERKINS MOBILE AUTO GLASS		595.00		595.00	
052619	7/2/2021		O'REILLY AUTO PARTS		58.12		58.12	
052620	7/2/2021		LINCOLN AQUATICS		100.65		100.65	
052621	7/2/2021		NORTH STATE SCREENPRINTING		905.83		905.83	
052622	7/2/2021		J.C. NELSON SUPPLY CO		1,907.80		1,907.80	
052623	7/2/2021		KEN'S PARADISE HITCH & WELD		138.30		138.30	
052624	7/2/2021		NORTH STATE GROCERY, INC.		467.15		467.15	
052625	7/2/2021		THOMAS ACE HARDWARE		2,295.19		2,295.19	
052626	7/9/2021		INDUSTRIAL POWER PRODUCTS		291.72		291.72	
052627	7/9/2021		BUTTE COUNTY		1,278.48		1,278.48	
052628	7/9/2021		NATHAN BRAUER		293.75		293.75	B
052629	7/9/2021		TAYLOR GUY		67.82		67.82	B

052630	7/9/2021	SWANK MOTION PICTURES INC		1,540.00		1,540.00	
052631	7/9/2021	CLARK PEST CONTROL		265.00		265.00	
052632	7/9/2021	CALIFORNIA SCHOOL BOARDS		2,500.00		2,500.00	E
052658	7/23/2021	PREMIER ACCESS INSURANCE CO	1,077.44			1,077.44	
052659	7/23/2021	VOYA INSTITUTIONAL TRUST CO	340.00			340.00	
052660	7/23/2021	DAN EFSEAFF		40.00		40.00	
052661	7/23/2021	BLUE SKY SERVICES		500.00		500.00	
052662	7/23/2021	PATRICIA COOPER		45.00		45.00	
052663	7/23/2021	PARADISE RECREATION & PARKS	18,043.63			18,043.63	A
052664	7/23/2021	PARADISE RECREATION & PARKS		5,000.00		5,000.00	F
052665	7/23/2021	ALHAMBRA		45.41		45.41	
052666	7/23/2021	AMANDA KEGG		40.00		40.00	Refund
052667	7/23/2021	CARDMEMBER SERVICE		2,199.90		2,199.90	
052668	7/23/2021	VERIZON WIRELESS		357.52		357.52	
052669	7/23/2021	CARTER LAW OFFICES		1,237.50		1,237.50	
052670	7/23/2021	UMPQUA BANK		10,259.19		10,259.19	
052671	7/23/2021	KELLER SUPPLY COMPANY		69.74		69.74	
052672	7/23/2021	GIESE ELECTRIC		1,574.62		1,574.62	
052673	7/23/2021	STREAMLINE		360.00		360.00	
052674	7/23/2021	DEPARTMENT OF JUSTICE		224.00		224.00	
052675	7/23/2021	JENNIFER ARBUCKLE		1,710.00		1,710.00	
052676	7/23/2021	ELLIS ART AND ENGINEERING		24.29		24.29	
052677	7/23/2021	FOOTHILL MILL & LUMBER CO		301.30		301.30	
052678	7/23/2021	JC NELSON SUPPLY CO		335.40		335.40	
052679	7/23/2021	JW WOOD CO INC		64.35		64.35	
052680	7/23/2021	O'REILLY AUTO PARTS		34.51		34.51	
052681	7/23/2021	NORTHERN RECYCLING & WASTE		707.89		707.89	
052682	7/23/2021	CAPRI		48,892.68		48,892.68	G
052683	7/23/2021	OFFICE DEPOT		380.48		380.48	
052684	7/23/2021	CARPD		2,500.00		2,500.00	
052685	7/23/2021	CENTERVILLE RECREATION		1,250.00		1,250.00	
052686	7/23/2021	HONEY RUN COVERED BRIDGE		1,250.00		1,250.00	
052687	7/23/2021	PG&E		5,650.69		5,650.69	
052713	7/30/2021	PRINCIPAL LIFE INSURANCE CO	133.12			133.12	
052714	7/30/2021	VOYA INSTITUTIONAL TRUST CO	340.00			340.00	
052715	7/30/2021	VISION SERVICE PLAN	170.23			170.23	
052716	7/30/2021	INDUSTRIAL POWER PRODUCTS		150.90		150.90	
052717	7/30/2021	KELLER SUPPLY COMPANY		2,599.30		2,599.30	
052718	7/30/2021	TYLER WOODCOX		29.80		29.80	B
052719	7/30/2021	PARADISE RECREATION & PARKS	22,761.95			22,761.95	A
052720	7/30/2021	A HUNDRED WOLVES		3,273.35		3,273.35	
052721	7/30/2021	CLARK PEST CONTROL		155.00		155.00	
052722	7/30/2021	COMCAST		89.83		89.83	
052723	7/30/2021	ALPINE PORTABLE TOILET SERV		552.50		552.50	
052724	7/30/2021	VALLEY TRUCK & TRACTOR		108.19		108.19	
052725	7/30/2021	ACME TOILET RENTALS LLC		414.40		414.40	
052726	7/30/2021	ACCULARM SECURITY SYSTEMS		110.00		110.00	
052727	7/30/2021	UNITED RENTAL INC		262.47		262.47	
052728	7/30/2021	PARADISE IRRIGATION DIST		2,300.30		2,300.30	
052729	7/30/2021	AT&T CAL/NET		78.39		78.39	
052730	7/30/2021	AT&T		600.45		600.45	
052731	7/30/2021	VERIZON WIRELESS		84.22		84.22	
052732	7/30/2021	CHICO STATE ENTERPRISES		1,760.00		1,760.00	
052733	7/30/2021	KATIE GORDON		60.00		60.00	Refund
900681	7/6/2021	ACH STATE PR TAX	1,233.52			1,233.52	
900682	7/6/2021	ACH FED PR TAX	9,524.66			9,524.66	
900683	7/6/2021	ACH CALIFORNIA STATE DISBURS	118.61			118.61	
900684	7/9/2021	ACH CALPERS	13,233.01			13,233.01	
900685	7/9/2021	ACH CALPERS	4,842.70			4,842.70	
099686	7/13/2021	ACH STATE PR TAX	1,143.24			1,143.24	
099687	7/13/2021	ACH FED PR TAX	9,007.50			9,007.50	



099688	7/13/2021		ACH CALIFORNIA STATE DISBURS	118.61			118.61
900689	7/27/2021		ACH CALPERS	4,144.06			4,144.06
900690	7/30/2021		ACH STATE PR TAX	2,016.59			2,016.59
900691	7/30/2021		ACH FED PR TAX	12,297.20			12,297.20
900692	7/30/2021		ACH CALPERS	2,726.42			2,726.42
900693	7/30/2021		ACH CALIFORNIA STATE DISBURS	118.61			118.61

\*\*\*\*\*

<b>TOTALS</b>				<b>123,650.14</b>	<b>134,469.23</b>	<b>0.00</b>	<b>258,119.37</b>
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<b>GRAND TOTALS</b>				<b>173,975.22</b>	<b>134,469.23</b>	<b>0.00</b>	<b>308,444.45</b>
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Refunds = 250.00

Notes:

- A) Transferring funds to the Five Star Bank account for direct deposit payroll
- B) Reimbursements
- C) Payment for curriculum development - CTE camps
- D) Payment of two invoices for CEQA study required for grant
- E) Payment for actuarial study performed on CalPERS liability
- F) Transferring funds to the Five Star Bank account to increase balance of direct deposit payroll
- G) Payment for Workers' Comp and Liability insurance

Z:\Finance\Reports\Month\_End\_Reports\[Disbursements report 2021.xlsx]Jul 2021





# Paradise Recreation & Park District

6626 Skyway  
Paradise, CA 95969  
Email: [info@ParadisePRPD.com](mailto:info@ParadisePRPD.com)

Phone: 530-872-6393  
Fax: 530-872-8619  
Website: [www.ParadisePRPD.com](http://www.ParadisePRPD.com)

## SAFETY COMMITTEE MEETING

### Report/Minutes

DRAFT

- DATE:** July 15, 2021 at 8:30 a.m.
- LOCATION:** Terry Ashe Recreation Center – (Via TEAMS)
- ATTENDANCE:** Dan Efseaff, District Manager  
Kristi Sweeney, Assistant District Manager  
Jeff Dailey, Recreation Supervisor  
Mark Cobb, Park Supervisor  
Colleen Campbell, Office Manager
- ABSENT:** None
- FACILITATOR:** Colleen Campbell, Office Manager

#####

#### 1. MINUTES:

- By unanimous vote of the members present, the May 20, 2021 Safety Committee Minutes were approved.

#### 2. SAFETY AND HEALTH ISSUES DISCUSSED:

- a. THE FOLLOWING SAFETY MEETINGS WERE HELD:
  - June 05, 2021 Pre-season Training (Pool Staff Mtg)  
by Aaron Singer, Pool Manager
  - June 16, 2021 Heat Related Illness (Maintenance Staff Meeting)  
by Mark Cobb, Park Supervisor
  - June 21, 2021 Board Boarding Training (Pool Staff Meeting)  
by Aaron Singer, Pool Manager
  - June 23, 2021 Seat Belts and the Law (Maintenance Staff Meeting)  
by Mark Cobb, Park Supervisor
  - July 06, 2021 CPR/AED Training (Pool Staff Meeting)  
by Josh Peters, Lifeguard
- b. DOCUMENTED SITE INSPECTIONS, REPAIRS, AND OTHER ACCOMPLISHMENTS RELATED TO SAFETY:

- Site Inspections completed since last meeting:
- Drendel Circle                      Completed June 14, 2021
- Noble Park                              Completed July 9, 2021

Next inspection(s) due:

- Aquatic Park                      Jeff Dailey/Staff
- Bille Park                              Mark Cobb
- Concow Pool                      Jeff Dailey/Mark Cobb
- Oak Creek Park                      Dan Efseaff
- Maintenance PPE                      Mark Cobb

- Maintenance Safety Request Forms since last meeting: None

c. ACCIDENT/INCIDENT REPORTS:

- Two incidents were reported since last meeting for documentation purposes only
  - 07/10/21 Paradise Lake – Unsafe conditions/Dogs on Trail
  - 07/12/21 Paradise Lake – Drug Paraphernalia on Trail

d. WORKERS’ COMPENSATION REPORTS:

- May and June 2021. Two claims since last meeting. One for strained muscle (employee has returned to work), and one remaining claim outstanding from 2011.
- Park Supervisor Cobb is working with the District’s workers’ compensation carrier [Sedgewick] to establish a local medical treatment center for staff.

**3. MISCELLANEOUS:**

- a. Park Supervisor Cobb will be coordinating a defensible driving course for staff. This should be completed every five years.
- b. Recreation Supervisor Dailey and Park Supervisor Cobb will do research for a CPR instructor to complete recertification of employees.
- c. New insurance cards have been disbursed to staff for District vehicles.
- d. Maintenance staff are working on completing defensible space at Oak Creek Park. Drendel and Noble have been completed.
- e. Injury and Illness Prevention Program Manual Revision is pending review by District Manager

Next Safety Meeting Date: August 19, 2021

Facilitator: Jeff Dailey

\_\_\_\_\_  
Colleen Campbell, Safety Committee Secretary

\_\_\_\_\_  
Date:

cc: CAPRI  
PRPD Board                      08/11/21 – Draft Copy

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/Safety Committee/2021/SC\\_21\\_0715/Safety.Minutes.DRAFT\\_2021\\_0715.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/Safety Committee/2021/SC_21_0715/Safety.Minutes.DRAFT_2021_0715.docx)

**District Manager's Report****Meeting Date: August 11, 2021**

DATE: 7/21/2021  
 TO: PRPD Board of Directors (BOD)  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: Monthly District Report

**Monthly Report****1. Updates**

- a. Hazard Tree Work – We received notices for some of our properties that have been cleared, but we are still awaiting word on the Coutolenc Park disposition, but have provided historical information on the uses of the property.

**2. Administrative and Visitor Services**

- a. Registrations are steady for our summer programming and based on our cash receipts many patrons are enjoying their summer at Paradise Lake.

**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), and Recovery Project for the Fiscal Year (Attachment E).
- b. The CalRecycle Grant reimbursement was received in July in the amount of \$149,130.12.
- c. Impact Fees - For the month of July, the District received a total of \$13,528.36 in impact fees.
- d. Updates
- e. County End of Year Request – Butte County Auditors Office noticed PRPD's general operating fund (county account code 2510) was going to have a deficit balance at the close of the year 6/30/21. To avoid this the county requested to preform a journal entry to move \$135,175.99 from an impact fee account (Incorp. Park Development) to the general operating account as of 6/30/21 and reverse the journal entry on 7/1/21. The county said this must be done, "In order to close the Fiscal Year, all Funds in the General Ledger have to be either Cash Positive or show a zero balance."

**4. Parks (Maintenance and Operations)**

- a. With the heavy smoke, projects have been delayed. But as always, staff still made sure ALL PRPD facilities were safe and cleaned. We our looking forward to starting the work on the trail at lower Bille Park. (Delayed due to unhealthy air quality).
- b. Crew Storage – Staff is working on a storage solution for the recently approved Northern California Indian Development Council.

**5. Programs**

- a. Aquatics – Both the Paradise and Concow Swimming Pools have been open to the public since June 7 and are scheduled to run with full programming through August 7. Programs have included swim lessons, adult swim, recreation swim, aqua aerobics, and Piranhas Swim Team. The pools have had good numbers of swimmers up until the last week of July when cancellations occurred due to hazardous air quality.
- b. Softball – The return of slow pitch softball leagues have been well received with 13 teams participating in a men's and coed leagues. Those leagues will continue into late September with playoffs and championship games. There are three tournaments planned for late summer and fall beginning with a women's tourney on August 7<sup>th</sup>. We will continue to monitor smoke levels as more cancellations are likely.
- c. Summertime Tots – Teacher Lori has been busy keeping 26 kids busy this summer in the Tiny Tots program. An added benefit has been the free lunch program provided by PUSD Food Services (**Figure 1**). The current classes will end August 5.

- d. Youth Sports – Tyler Woodcox has been instructing PRPD’s youth sports skills classes this summer. He is currently running flag football at Pine Ridge School Field. This is the third session of sports classes this summer.
- e. Pinewood Derby – The 2021 Pinewood Derby races were held at the Terry Ashe Recreation Center on the evening of July 29 (**Figures 2 & 3**). 33 car kits were sold to be assembled and decorated for the races. On race night there was great excitement and enthusiasm. Staff did an amazing job hosting the event and bringing joy to families across the community during this multi-generational competition. Adult participants indicated interest in an all-ages pinewood derby event, possibly as part of this year’s Winter Wonderland event series.
- f. Pony 101 – This new horsemanship class ran in July and was instructed by Jennifer Braswell at the Paradise Horse Arena. The class taught children basic horse safety, brushing and grooming, how to saddle and halter, and beginning horseback riding (**Figure 4**). We hope to work with Jennifer on future classes.

## 6. Outreach and Development

- a. Ice Rink Planning – Staff have contacted the Ridge Chamber of Commerce and Town of Paradise to initiate cooperative cross promotion of the ice rink and associated events showcasing local organizations. Staff are working with a professional event planner to develop a formal sponsor packet and engage national level sponsorship candidates
- b. Building Resilience in Communities (BRIC) - Staff participated in a debrief of the program awards. Attachment F indicates how incredibly competitive the process was just for California. Our project, The Innovative Wildfire Risk Reduction Buffers, was one of a small handful of projects (7) selected, out of 991 submitted.

## 7. Projects

- a. Moore Road Park – Staff have posted the notifications regarding the District Request for Bids to install new LED fixtures on metal poles at the softball field. Staff will provide a site visit for contractors interested in bidding the project. Bids will be due September 15, 2021 and construction should begin shortly thereafter and hopefully conclude before the rainy season.

## 8. Upcoming

- a. Baseball Community Movie Series – “A League of Their Own” will be shown at Bille Park meadow on Thursday August 12, 2021. Show starts at 8:30 pm.
- b. Softball Tournaments
  - i. Women’s Tournament: Friday and Saturday August 7-8.
  - ii. Men’s Tournament: Thursday and Saturday August 13 and 15.
  - iii. Co-ed Tournament: Saturday and Sunday August 21-22.
- c. Donations – Over the next 2-3 months, staff will be returning with an update for BOD consideration on potential real estate donations.

### Photographs



Figure 1. PRPD Summertime Tots class showing their appreciation for the PUSD summer lunch program.



Figure 2. Teacher Lori as MC at the 2021 Pinewood Derby Race.

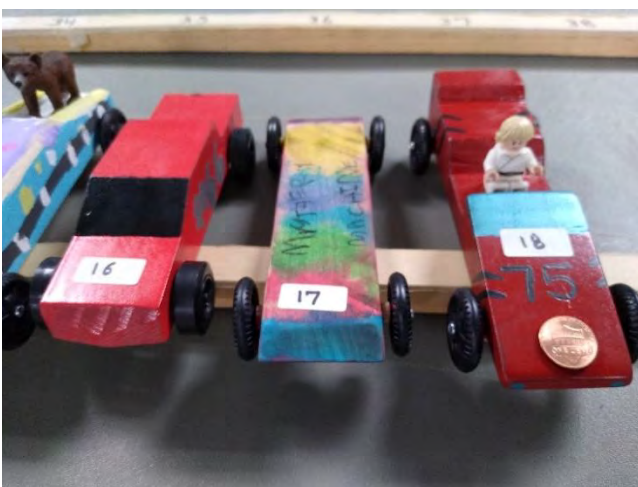
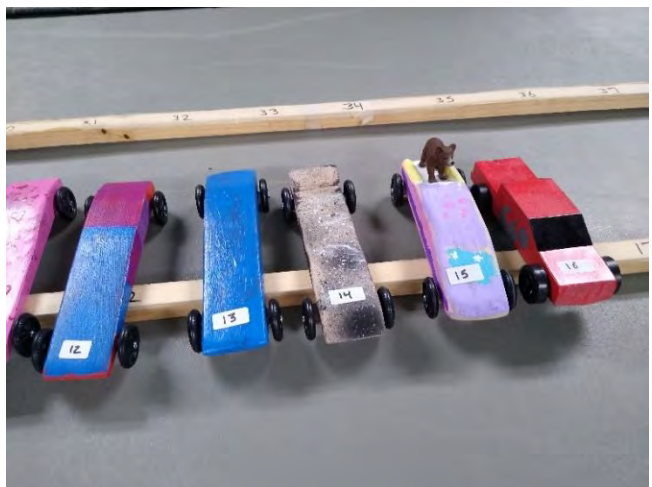


Figure 3. Amazing creativity in derby car designs.



*Figure 4. PRPD Pony 101 Class being held at the Paradise Horse Arena.*

**Attachments:**

- A. Balance Sheet
- B. Profit & Loss Budget vs. Actual
- C. Profit & Loss
- D. Investment & Reserves
- E. Recovery Project
- F. Recap: BRIC 2020 California

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2021/21.0811/2021.0811.BOD.DistrictReport.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0811/2021.0811.BOD.DistrictReport.docx)  
8/4/2021



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08/02/21

Accrual Basis

**PRPD**  
**Balance Sheet**  
 As of July 31, 2021

Attachment A

	Jul 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Mechanics Bank - Operating	267,004.60
1003 · Five Star Bank - Payroll	48,005.77
1005 · Petty Cash	300.00
1008 · North Valley Community Found	2,177.12
1010 · Treasury Cash - 2510	
1011 · General Operating	-1,462,341.49
1012 · ACO Reserve	606,700.00
1013 · General Reserve	3,000.00
1014 · Deposits held for others	1,000.00
<b>Total 1010 · Treasury Cash - 2510</b>	<b>-851,641.49</b>
<b>1030 · Investments</b>	
1031 · Five Star Bank Money Market	3,651,827.20
1032 · Five Star Bank Grant M. M.	192,646.38
1033 · Investment Reserves	
1033.02 · Capital Improvement & Acquisit	9,495,330.30
1033.03 · Current Operations	8,008,712.95
1033.04 · Desig Proj/Sp Use/Grant Match	750,816.83
1033.05 · Future Operations	18,770,420.99
1033.06 · Technology	150,163.36
1033.07 · Vehicle Fleet & Equipment	750,816.83
<b>Total 1033 · Investment Reserves</b>	<b>37,926,261.26</b>
<b>Total 1030 · Investments</b>	<b>41,770,734.84</b>
<b>1100 · Designated Treasury Funds</b>	
1112 · Grosso Endowment-2512	53,632.13
1113 · Grosso Scholarship-2513	4,619.16
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	49,213.83
1114-14 · General Donations	6,884.11
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
<b>Total 1114-4 · Sports Equipment Donations</b>	<b>773.60</b>
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	1,063.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	223.24
<b>Total 1114 · Designated Donations-2514</b>	<b>76,806.07</b>
<b>Total 1100 · Designated Treasury Funds</b>	<b>135,057.36</b>
<b>1119 · Impact Fees</b>	
1120 · Sub Div Fees - 2520	8,236.81
1121 · Park Acqui Unincorp - 2521	62,632.92
1122 · Park Dev Unincorp - 2522	121,724.71
1124 · District Fac Unincorp - 2524	50,847.97
1126 · Park Acqui Incorp - 2526	151,581.54
1127 · Park Dev Incorp - 2527	448,101.43
1128 · District Fac Incorp - 2528	89,513.50

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08/02/21

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of July 31, 2021

	Jul 31, 21
Total 1119 · Impact Fees	932,638.88
<b>Total Checking/Savings</b>	<b>42,304,277.08</b>
<b>Other Current Assets</b>	
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
<b>Total 1400 · Interest Receivable</b>	<b>5,461.56</b>
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
<b>Total 1500 · FMV Adjustments</b>	<b>29,996.94</b>
<b>Total Other Current Assets</b>	<b>55,962.60</b>
<b>Total Current Assets</b>	<b>42,360,239.68</b>
<b>Fixed Assets</b>	
1710 · Land	750,088.53
1720 · Buildings	5,741,888.45
1730 · Furn., Fixtures & Equip (>\$5k)	1,088,274.53
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 Founder Park Planning	115,170.83
<b>Total 1810 · CIP-Planning</b>	<b>115,170.83</b>
1820 · CIP-Acquisition	
1820.1 · Oak & Noble Acquisition	18,347.50
<b>Total 1820 · CIP-Acquisition</b>	<b>18,347.50</b>
1830 · CIP-Development	
1830.1 · CIP-Aquatic Park Lighting	580.01
<b>Total 1830 · CIP-Development</b>	<b>580.01</b>
1840 · CIP-Facility & Park Amenities	
1840.1 · CIP-Paradise Pool Swim Blocks	1,247.17
1840.2 · CIP-Cal Recycle	167,437.64
<b>Total 1840 · CIP-Facility &amp; Park Amenities</b>	<b>168,684.81</b>
<b>Total 1800 · Construction in Progress</b>	<b>302,783.15</b>
<b>Total Fixed Assets</b>	<b>3,365,757.27</b>
<b>Other Assets</b>	
1900 · PCV Promissory Note	300,322.00
1950 · Deferred Outflow - Pension	159,962.00
<b>Total Other Assets</b>	<b>460,284.00</b>
<b>TOTAL ASSETS</b>	<b>46,186,280.95</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	31,545.18

10:58 AM

08/02/21

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of July 31, 2021

	Jul 31, 21
Total Accounts Payable	31,545.18
<b>Other Current Liabilities</b>	
<b>2100 · Payroll Liabilities</b>	
2120 · Payroll Taxes Payable	-10,758.18
2130 · Health Benefits Payable	-841.33
2140 · FSA payable	-946.90
2170 · CalPers Payable	25,165.64
2180 · Garnishments payable	-2.50
2190 · Accrued Leave Payable	
2192 · Sick leave payable	13,125.81
2193 · Vacation leave payable	31,148.82
<b>Total 2190 · Accrued Leave Payable</b>	44,274.63
<b>Total 2100 · Payroll Liabilities</b>	56,891.36
2300 · Deposits - refundable	1,000.00
<b>2400 · Deferred Revenue</b>	
2430 · Deferred Inflow - Pension	39,239.00
2440 · Deferred CIP Revenue	200,000.00
<b>Total 2400 · Deferred Revenue</b>	239,239.00
<b>Total Other Current Liabilities</b>	297,130.36
<b>Total Current Liabilities</b>	328,675.54
<b>Long Term Liabilities</b>	
2805 · CalPers Pension Liability	359,790.00
2806 · OPEB Liability	391,761.00
<b>Total Long Term Liabilities</b>	751,551.00
<b>Total Liabilities</b>	1,080,226.54
<b>Equity</b>	
2030 · Designated for Petty Cash	300.00
<b>3000 · General Fund Balances-2510</b>	
3010 · General Fund Available	291,149.99
3030 · General Reserve	3,000.00
3050 · Designated Captial Outlay	606,700.00
<b>Total 3000 · General Fund Balances-2510</b>	900,849.99
3100 · Net of Capital Investments	2,646,058.58
<b>3200 · Designated Fund Balances</b>	
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
<b>Total 3200 · Designated Fund Balances</b>	924,759.04
3280 · Invest. in General Fixed Assets	-140,627.23
3900 · Retained Earnings	40,902,788.60
3999 · Opening Balance Equity	99.20
Net Income	-128,173.77
<b>Total Equity</b>	45,106,054.41
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>46,186,280.95</b>



10:59 AM

PRPD

## Profit &amp; Loss Budget vs. Actual

Attachment B

08/02/21

July 2021

Accrual Basis

	Jul 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 · Tax Revenue	0.00	718,000.00	-718,000.00	0.0%
4200 · Impact Fee revenue	13,528.36	120,000.00	-106,471.64	11.3%
4300 · Program Income	36,599.56	206,500.00	-169,900.44	17.7%
4350 · Concession & Merchandise sales	0.00	2,100.00	-2,100.00	0.0%
4400 · Donation & Fundraising Income	1,113.89	55,300.00	-54,186.11	2.0%
4500 · Grant Income	149,130.12	642,000.00	-492,869.88	23.2%
4600 · Other Revenue	0.00	405,500.00	-405,500.00	0.0%
4900 · Interest Income	9,675.68	251,900.00	-242,224.32	3.8%
<b>Total Income</b>	<b>210,047.61</b>	<b>2,401,300.00</b>	<b>-2,191,252.39</b>	<b>8.7%</b>
<b>Gross Profit</b>	<b>210,047.61</b>	<b>2,401,300.00</b>	<b>-2,191,252.39</b>	<b>8.7%</b>
<b>Expense</b>				
<b>5000 · Payroll Expenses</b>				
5010 · Wages & Salaries	186,746.94	1,220,400.00	-1,033,653.06	15.3%
5020 · Employer Taxes	15,785.15	61,800.00	-46,014.85	25.5%
5030 · Employee Benefits				
5030.1 · Retired Health Premium Employer	858.00			
5030.2 · Admin Fee for Active	28.70			
5030.3 · Admin Fee for Retired	389.74			
5030 · Employee Benefits - Other	32,329.86	257,100.00	-224,770.14	12.6%
<b>Total 5030 · Employee Benefits</b>	<b>33,606.30</b>	<b>257,100.00</b>	<b>-223,493.70</b>	<b>13.1%</b>
5040 · Workers Comp Expense	8,468.68	56,700.00	-48,231.32	14.9%
5060 · Other Personnel Costs	856.39	15,800.00	-14,943.61	5.4%
5000 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 5000 · Payroll Expenses</b>	<b>245,463.46</b>	<b>1,611,800.00</b>	<b>-1,366,336.54</b>	<b>15.2%</b>
<b>5100 · Program Expenses</b>				
5110 · Concession & Merchandise Exp.	0.00	6,900.00	-6,900.00	0.0%
5120 · Program Contract Labor	500.00	6,500.00	-6,000.00	7.7%
5130 · Program Supplies	2,438.72	27,700.00	-25,261.28	8.8%
5100 · Program Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 5100 · Program Expenses</b>	<b>2,938.72</b>	<b>41,100.00</b>	<b>-38,161.28</b>	<b>7.2%</b>
5140 · Fundraising Expense	0.00	18,200.00	-18,200.00	0.0%
5200 · Advertising & Promotion	91.61	11,200.00	-11,108.39	0.8%
5220 · Bank & Merchant Fees	452.64	5,200.00	-4,747.36	8.7%
5230 · Contributions to Others	2,500.00	25,600.00	-23,100.00	9.8%
5240 · Copying & Printing	1,025.41	7,100.00	-6,074.59	14.4%
5260 · Dues, Mbrshps, Subscr, & Pubs	3,585.85	32,600.00	-29,014.15	11.0%
5270 · Education, Training & Staff Dev	89.40	8,500.00	-8,410.60	1.1%
5280 · Equip., Tools & Furn (<\$5k)				
5282 · Office ET&F	0.00	10,300.00	-10,300.00	0.0%
5284 · Program ET&F	0.00	10,300.00	-10,300.00	0.0%
5286 · Small Tools & Equipment	3,633.41	21,200.00	-17,566.59	17.1%
5280 · Equip., Tools & Furn (<\$5k) - Other	0.00	0.00	0.00	0.0%
<b>Total 5280 · Equip., Tools &amp; Furn (&lt;\$5k)</b>	<b>3,633.41</b>	<b>41,800.00</b>	<b>-38,166.59</b>	<b>8.7%</b>
5290 · Equipment Rental	1,445.37	94,900.00	-93,454.63	1.5%
5300 · Insurance	40,424.00	76,400.00	-35,976.00	52.9%
5310 · Interest Expense	25.07	1,100.00	-1,074.93	2.3%
5320 · Miscellaneous Expense	0.00	300.00	-300.00	0.0%
5330 · Professional & Outside services				
5332 · Accounting	0.00	44,800.00	-44,800.00	0.0%
5334 · Legal	2,070.00	25,800.00	-23,730.00	8.0%
5336 · Engineering	24.29	203,000.00	-202,975.71	0.0%
5338 · Other Prof. & Outside Labor	7,933.88	365,000.00	-357,066.12	2.2%
5330 · Professional & Outside services - Other	0.00	0.00	0.00	0.0%
<b>Total 5330 · Professional &amp; Outside services</b>	<b>10,028.17</b>	<b>638,600.00</b>	<b>-628,571.83</b>	<b>1.6%</b>

10:59 AM

08/02/21

Accrual Basis

**PRPD**  
**Profit & Loss Budget vs. Actual**  
**July 2021**

	Jul 21	Budget	\$ Over Budget	% of Budget
5340 · Postage & Delivery	1,050.00	2,000.00	-950.00	52.5%
5350 · Rent-Facility use fees	0.00	7,800.00	-7,800.00	0.0%
<b>5360 · Repair &amp; Maintenance</b>				
5361 · Building R&M	0.00	24,000.00	-24,000.00	0.0%
5362 · Equipment R&M	553.09	19,000.00	-18,446.91	2.9%
5363 · General R&M	113.39	21,000.00	-20,886.61	0.5%
5364 · Grounds R&M	1,003.81	57,000.00	-55,996.19	1.8%
5365 · Pool R&M	2,682.29	19,000.00	-16,317.71	14.1%
5366 · Vehicle R&M	213.57	11,000.00	-10,786.43	1.9%
5367 · Janitorial	677.14	11,000.00	-10,322.86	6.2%
5368 · Security	252.66	7,000.00	-6,747.34	3.6%
5369 · Vandalism	0.00	1,000.00	-1,000.00	0.0%
5360 · Repair & Maintenance - Other	0.00	0.00	0.00	0.0%
<b>Total 5360 · Repair &amp; Maintenance</b>	<b>5,495.95</b>	<b>170,000.00</b>	<b>-164,504.05</b>	<b>3.2%</b>
<b>5370 · Supplies - Consumable</b>				
5372 · Office Supplies	460.20	12,900.00	-12,439.80	3.6%
5374 · Safety & staff supplies	497.77	16,500.00	-16,002.23	3.0%
5370 · Supplies - Consumable - Other	0.00	0.00	0.00	0.0%
<b>Total 5370 · Supplies - Consumable</b>	<b>957.97</b>	<b>29,400.00</b>	<b>-28,442.03</b>	<b>3.3%</b>
<b>5380 · Taxes, Lic., Notices &amp; Permits</b>	<b>3,329.48</b>	<b>4,200.00</b>	<b>-870.52</b>	<b>79.3%</b>
<b>5390 · Telephone &amp; Internet</b>	<b>1,210.41</b>	<b>24,800.00</b>	<b>-23,589.59</b>	<b>4.9%</b>
<b>5400 · Transportation, Meals &amp; Travel</b>				
5402 · Air, Lodging & Other Travel	2,235.45	9,000.00	-6,764.55	24.8%
5404 · Fuel	2,602.08	16,800.00	-14,197.92	15.5%
5406 · Meals	978.05	5,000.00	-4,021.95	19.6%
5408 · Mileage & Auto Allowance	0.00	8,900.00	-8,900.00	0.0%
5400 · Transportation, Meals & Travel - Other	0.00	0.00	0.00	0.0%
<b>Total 5400 · Transportation, Meals &amp; Travel</b>	<b>5,815.58</b>	<b>39,700.00</b>	<b>-33,884.42</b>	<b>14.6%</b>
<b>5410 · Utilities</b>				
5412 · Electric & Gas	5,650.69	60,900.00	-55,249.31	9.3%
5414 · Water	2,300.30	24,200.00	-21,899.70	9.5%
5416 · Garbage	707.89	15,200.00	-14,492.11	4.7%
5410 · Utilities - Other	0.00	0.00	0.00	0.0%
<b>Total 5410 · Utilities</b>	<b>8,658.88</b>	<b>100,300.00</b>	<b>-91,641.12</b>	<b>8.6%</b>
<b>Total Expense</b>	<b>338,221.38</b>	<b>2,992,600.00</b>	<b>-2,654,378.62</b>	<b>11.3%</b>
<b>Net Ordinary Income</b>	<b>-128,173.77</b>	<b>-591,300.00</b>	<b>463,126.23</b>	<b>21.7%</b>
<b>Net Income</b>	<b>-128,173.77</b>	<b>-591,300.00</b>	<b>463,126.23</b>	<b>21.7%</b>

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 08/02/21  
 Accrual Basis

**PRPD**  
**Profit & Loss**  
 July 2021

Attachment C

	Jul 21
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4200 · Impact Fee revenue	13,528.36
4300 · Program Income	36,599.56
4400 · Donation & Fundraising Income	1,113.89
4500 · Grant Income	149,130.12
4900 · Interest Income	9,675.68
	210,047.61
<b>Total Income</b>	210,047.61
<b>Gross Profit</b>	210,047.61
<b>Expense</b>	
5000 · Payroll Expenses	
5010 · Wages & Salaries	186,746.94
5020 · Employer Taxes	15,785.15
5030 · Employee Benefits	
5030.1 · Retired Health Premium Employer	858.00
5030.2 · Admin Fee for Active	28.70
5030.3 · Admin Fee for Retired	389.74
5030 · Employee Benefits - Other	32,329.86
	33,606.30
5040 · Workers Comp Expense	8,468.68
5060 · Other Personnel Costs	856.39
	245,463.46
5100 · Program Expenses	
5120 · Program Contract Labor	500.00
5130 · Program Supplies	2,438.72
	2,938.72
5200 · Advertising & Promotion	91.61
5220 · Bank & Merchant Fees	452.64
5230 · Contributions to Others	2,500.00
5240 · Copying & Printing	1,025.41
5260 · Dues, Mbrshps, Subscr, & Pubs	3,585.85
5270 · Education, Training & Staff Dev	89.40
5280 · Equip., Tools & Furn (<\$5k)	
5286 · Small Tools & Equipment	3,633.41
	3,633.41
5290 · Equipment Rental	1,445.37
5300 · Insurance	40,424.00
5310 · Interest Expense	25.07
5330 · Professional & Outside services	
5334 · Legal	2,070.00
5336 · Engineering	24.29
5338 · Other Prof. & Outside Labor	7,933.88
	10,028.17
5340 · Postage & Delivery	1,050.00
5360 · Repair & Maintenance	
5362 · Equipment R&M	553.09
5363 · General R&M	113.39
5364 · Grounds R&M	1,003.81
5365 · Pool R&M	2,682.29
5366 · Vehicle R&M	213.57
5367 · Janitorial	677.14
5368 · Security	252.66
	5,495.95
5370 · Supplies - Consumable	
5372 · Office Supplies	460.20

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08/02/21

Accrual Basis

**PRPD**  
**Profit & Loss**  
**July 2021**

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	Jul 21
5374 · Safety & staff supplies	497.77
Total 5370 · Supplies - Consumable	957.97
5380 · Taxes, Lic., Notices & Permits	3,329.48
5390 · Telephone & Internet	1,210.41
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	2,235.45
5404 · Fuel	2,602.08
5406 · Meals	978.05
Total 5400 · Transportation, Meals & Travel	5,815.58
5410 · Utilities	
5412 · Electric & Gas	5,650.69
5414 · Water	2,300.30
5416 · Garbage	707.89
Total 5410 · Utilities	8,658.88
Total Expense	338,221.38
Net Ordinary Income	-128,173.77
Net Income	-128,173.77



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

## Attachment D

Summary	Maximum Target	6/30/2021 Balance	2021/2022 Allocated	2021/2022 Interest	7/31/2021 Balance	Annual Funding Goal
<b>Reserve Funds</b>						
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	2,210.25	9,495,330.30	100,000
Current Operations	8,000,000	8,006,848.74	0.00	1,864.21	8,008,712.95	50,000
Designated Project/Special Use/Grant Matching	1,500,000	750,642.06	0.00	174.77	750,816.83	50,000
Future Operations	25,000,000	18,766,051.76	0.00	4,369.23	18,770,420.99	100,000
Technology	150,000	150,128.41	0.00	34.95	150,163.36	5,000
Vehicle Fleet & Equipment	1,000,000	750,642.06	0.00	174.77	750,816.83	75,000
<b>Total Reserves Funds</b>	<b>61,150,000</b>	<b>37,917,433.08</b>	<b>0.00</b>	<b>8,828.18</b>	<b>37,926,261.26</b>	<b>410,000</b>

**Detail**

Five Star Investment Money Market	2021 - 2022	
	7/31/2021	Interest Earned
CalPERS 115 Trust	0.00	0.00
Capital Improvement & Acquisition	9,495,330.30	2,210.25
Current Operations	8,008,712.95	1,864.21
Designated Project/Special Use/Grant Matching	750,816.83	174.77
Future Operations	18,770,420.99	4,369.23
Technology	150,163.36	34.95
Vehicle Fleet & Equipment	750,816.83	174.77
General Operating	3,640,899.91	847.50
<b>Total Five Star</b>	<b>41,567,161.17</b>	<b>9,675.68</b>

Five Star	Beginning Balance	Change	Interest Earned	Ending Balance
Grant Money Market Account	215,646.38	0.00	49.35	215,695.73
Payroll Interest Checking	20,005.77	5000.00	1.26	25,007.03
<b>Total Five Star</b>	<b>235,652.15</b>	<b>5000.00</b>	<b>50.61</b>	<b>240,702.76</b>

**Mechanics**

Checking (as of June 30, 2021)	198,090.40	45782.32	0.00	243,872.72
<b>Total</b>	<b>198,090.40</b>	<b>45,782.32</b>	<b>0</b>	<b>243,872.72</b>

<b>Total in interest earning accounts</b>	<b>42,051,736.65</b>	<b>9,726.29</b>
<b>Other Investment Income</b>		<b>0.00</b>
<b>Total</b>		<b>9,726.29</b>

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 2021

	<u>Total Recovery Project</u>
Ordinary Income/Expense	
Expense	
5000 · Payroll Expenses	
5010 · Wages & Salaries	158.64
5020 · Employer Taxes	13.08
5030 · Employee Benefits	30.48
Total 5000 · Payroll Expenses	<u>202.20</u>
5280 · Equip., Tools & Furn (<\$5k)	
5286 · Small Tools & Equipment	1,099.17
Total 5280 · Equip., Tools & Furn (<\$5k)	<u>1,099.17</u>
5290 · Equipment Rental	1,182.90
5360 · Repair & Maintenance	
5362 · Equipment R&M	185.51
5364 · Grounds R&M	231.16
Total 5360 · Repair & Maintenance	<u>416.67</u>
5390 · Telephone & Internet	89.83
Total Expense	<u>2,990.77</u>
Net Ordinary Income	<u>-2,990.77</u>
Net Income	<u><u>-2,990.77</u></u>

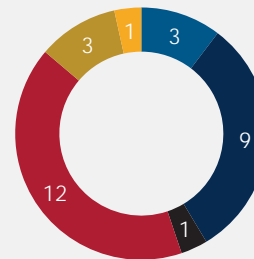
# Recap: BRIC 2020 – California

## Summary of Funded Applications

Project Title	County	Project Type	Fed Share
Burlingame Shoreline Protection	San Mateo	C&CB	\$300,000.00
Innovative Wildfire Risk Reduction Buffers	Butte	C&CB	\$218,000.00
SMUD Microgrid	Sacramento	C&CB	\$81,997.00
Menlo Park SAFER Bay Project	San Mateo	Flood Control	\$50,000,000.00
Copeland Creek Detention Basin	Sonoma	Flood Control	\$6,000,000.00
Grayson Creek Levee Project	Contra Costa	Flood Control	\$2,465,230.68
Wildfire Resilient Sonoma County	Sonoma	Wildfire Management	\$36,983,751.70

## Submitted Project Types (FEMA GO)

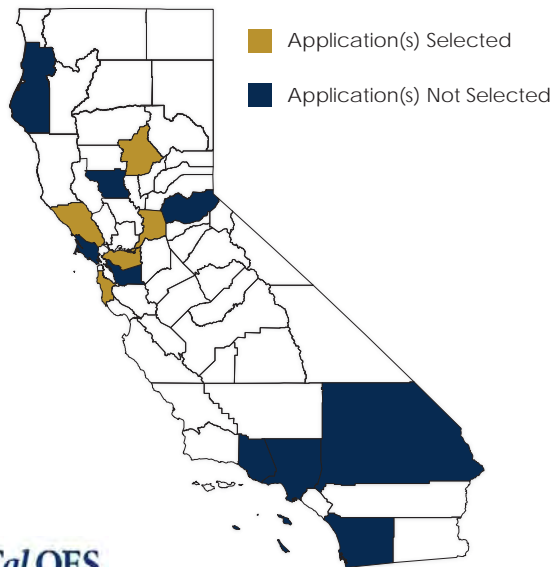
- C&CB
- Flood Control
- Microgrid
- Retrofit
- Utility & Infrastructure Protection
- Wildfire Management



## National BRIC 2020 by the Numbers:

- ❖ 568 of the 991 were competitive subapplications, totaling \$3.2B
- ❖ 2 of the 31 eligible small impoverished communities were selected for further review (comp projects)
- ❖ 118 of the 568 (20.7%) were deemed ineligible
  - 5 withdrew, leaving 445 remaining subapplications
- ❖ 22 of the remaining 445 (~5%) were selected for further review, totaling \$377.7M
  - 9 States and D.C. were the selected applicants

## BRIC Application Submissions



**3**  
Community & Capacity Building Project Applications Approved

**4**  
Competitive Project Applications Approved

### BRIC 2020 Highlight (Comp Funding)

California received **\$95,448,982 (25%)** of the **\$377,721,964**, selected for further review, placing the State as the top Applicant for BRIC 2020.





## Staff Report

**August 11, 2021**



DATE: 8/2/2021  
 TO: BOD  
 FROM: Sunny Quigley, Administrative Assistant II  
 SUBJECT: Renewal of BOD Decision for Paradise Ridge Fire Safe Council Meetings

### Report in Brief

In November 2019 the Board authorized the Paradise Ridge Fire Safe Council (PRFSC) free use of meeting space at Terry Ashe Recreation Center (TARC) once a month for twelve months. The PRFSC was unable to utilize the meeting space after February 2020 due to Covid-19 restrictions. The contract expired in November 2020.

Now that Covid-19 restrictions have loosened and the District is able to allow groups to meet in TARC again, the PRFSC has requested a renewal of the 2019 agreement and to utilize meeting space free of charge once per month. The non-profit rate per meeting for the space requested (Room D) is \$29.00 per meeting (12 meetings per year).

#### **Recommendation:**

Staff recommends that the Board approve the PRFSC meeting space contract renewal and that the duration be limited to the end of the year 2022. Staff also requests that PRFSC note the sponsorship on a newsletter for the meetings.

### Attachments:

- A. Expired PRFSC contracts for 2019/2020 and 2020/2021
- B. Rewritten contract for 2021/2022 Fiscal Year

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2021/21.0811/2020.0802.BOD.Report.PRFSC.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0811/2020.0802.BOD.Report.PRFSC.docx)  
 8/4/2021



**PARADISE RECREATION AND PARK DISTRICT**

6626 SKYWAY, PARADISE, CA 95969

Tel: (530) 872-6393 • Fax: (530) 872-8619 • www.paradiseprpd.com

**FACILITY/EQUIPMENT APPLICATION**

(Please Print/Press Firmly)

FACILITY/EQUIPMENT Terry Ashe Recreation Center		SITE/ROOM Room D																							
TYPE OF EVENT Paradise Ridge Fire Safe Council Meetings		NUMBER OF PEOPLE 30																							
EQUIPMENT NEEDED Chairs, Tables																									
DAY(S) 2 <sup>nd</sup> Wednesday every month 2019/20		DATE(S) Nov. 13 <sup>th</sup> , 2019 - Nov 11 <sup>th</sup> , 2020																							
HOURS OF FUNCTION 8:30 - 10:30 pm <i>am</i>		HOURS OF SETUP AND TAKE DOWN																							
EXCEPTIONS		THIS SPACE FOR OFFICE USE ONLY																							
NAME OF APPLICANT/ORGANIZATION Victoria Allyn / Shirley Helmus		HOME TELEPHONE																							
ADDRESS 693 Fir St		WORK TELEPHONE 872-0948																							
CITY Paradise	STATE CA	ZIP CODE 95969																							
<p><b>ADDITIONAL INFORMATION</b>                  No alcoholic beverages allowed. Confirm reservation one week prior to event. Bring receipt to event. Park will remain open to the public.                  The Paradise Recreation &amp; Park District reserves the right to photograph facilities, activities and program participants for potential future use. All photos remain the property of Paradise Recreation and Park District and may be used for publicity and promotional services  <b>IF YOU CANCEL, A 20% PROCESSING FEE WILL BE CHARGED</b></p>		<table border="1"> <tr> <th>ACCOUNT NUMBER</th> <th>AMOUNT</th> </tr> <tr> <td>Board Approved</td> <td>NO CHARGE</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>CHK. #</td> <td>CASH</td> </tr> <tr> <td>AMOUNT PAID \$</td> <td> </td> </tr> <tr> <td colspan="2">FISCAL YEAR</td> </tr> <tr> <td>DATE RECEIVED</td> <td>DATE POSTED</td> </tr> <tr> <td>ONCE ONLY <input type="checkbox"/></td> <td>APPROVED</td> </tr> <tr> <td>RECURRENT <input type="checkbox"/></td> <td> </td> </tr> </table>		ACCOUNT NUMBER	AMOUNT	Board Approved	NO CHARGE							CHK. #	CASH	AMOUNT PAID \$		FISCAL YEAR		DATE RECEIVED	DATE POSTED	ONCE ONLY <input type="checkbox"/>	APPROVED	RECURRENT <input type="checkbox"/>	
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**PARADISE RECREATION AND PARK DISTRICT INDEMNITY AND HOLD HARMLESS AGREEMENT**

In consideration for being permitted by the Paradise Recreation and Park District to use the above facility and/or equipment. The Applicant/User agrees to be solely responsible for any and all liability, claims, loss, damages, costs and expenses, including attorneys' fees, arising out of or resulting from any injury to persons or damage to property which arise out of its use of the District's facilities. User agrees to defend, indemnify, and hold harmless the District, its officers, agents, employees, and volunteers against any and all such claims, demands, causes of action, suits and expenses, including defense costs, arising out of or resulting from its use of the District's facilities.

**I HAVE CAREFULLY READ THIS INDEMNITY AND HOLD HARMLESS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS.**

By: *V. Allyn* Date: 01.03.2020  
 SIGNATURE OF PERMITEE OR AUTHORIZED GROUP REPRESENTATIVE

Name (Please Print): Victoria Allyn Title: Board Treasurer

**PARADISE RECREATION AND PARK DISTRICT**

6626 Skyway, PARADISE, CA 95969

Tel: (530) 872-6393 – Fax: (530) 872-8619 – [www.paradiseprod.com](http://www.paradiseprod.com)



**FACILITY/EQUIPMENT APPLICATION**

PLEASE PRINT			
FACILITY/EQUIPMENT <b>Terry Ashe Recreation Center</b>		SITE/ROOM <b>D</b>	
TYPE OF EVENT <b>Paradise Ridge Fire Safe Council Meetings</b>		NUMBER OF PEOPLE <b>30</b>	
EQUIPMENT NEEDED <b>Chairs, Tables</b>		EMAIL ADDRESS	
DAY(S) <b>2<sup>nd</sup> Wednesday every month</b>	DATE(S) <b>July 8<sup>th</sup>, 2020 – June 9<sup>th</sup>, 2021</b>		
HOURS OF FUNCTION (INCLUDING DECORATING AND CLEAN UP) <b>8:30am – 10:30am</b>	HOURS FOR PRPD MAINTENANCE CREW SETUP AND TAKE DOWN <b>8:30 – 11:30</b>		
NAME OF APPLICANT/ORGANIZATION <b>Victoria Allyn / <del>Shirley Helms</del> / PRFSC</b>		HOME TELEPHONE	<b>THIS SPACE FOR OFFICE USE ONLY</b>
ADDRESS <b>693 Fir Street</b>		WORK TELEPHONE <b>(530)872-0948</b>	
CITY <b>Paradise</b>	STATE <b>CA</b>	ZIP CODE <b>95969</b>	FACILITY/AREA <b>July – Nov. 2020</b>
			AMOUNT <b>NO CHARGE</b>
			(BOARD APPROVED)
			Dec. 2020 – June 2021
			TBD
			(\$29.00 per meeting is the Non-Profit group rate)
<b>DISTRICT OFFICES WILL BE CLOSED:</b> November 11 <sup>th</sup> , 2020 December 30 <sup>th</sup> , 2020			<b>TOTAL DUE</b>
			\$ _____ <b>TBD</b>
			CK # _____ CASH _____
			AMOUNT PAID _____
			DATE _____ BY _____

**PARADISE RECREATION AND PARK DISTRICT**

**INDEMNITY AND HOLD HARMLESS AGREEMENT**

In consideration for being permitted by the Paradise Recreation and Park District to use the above facility and/or equipment. The Applicant/User agrees to be solely responsible for any and all liability claims, loss, damages, costs and expenses, including attorneys' fees, arising out of or resulting from any injury to persons or damage to property which arise out of its use of the District's facilities. User agrees to defend, indemnify, and hold harmless the District, its officers, agents, employees, and volunteers against any and all such claims, demands, causes of action, suits and expenses, including defense costs, arising out of or resulting from its use of the District's facilities.

**I HAVE CAREFULLY READ THIS INDEMNITY AND HOLD HARMLESS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS.**

Adult Signature(s) *V Allyn* Date 03.11.2020  
 Print Name(s) Victoria Allyn



**PARADISE RECREATION AND PARK DISTRICT**

6626 Skyway, PARADISE, CA 95969 • Tel: (530) 872-6393 – Fax: (530) 872-8619

<b>FACILITY / EQUIPMENT APPLICATION – PLEASE PRINT</b>							
<b>FACILITY / EQUIPMENT</b> Terry Ashe Recreation Center	<b>SITE / ROOM</b> D						
<b>TYPE OF EVENT</b> Paradise Ridge Fire Safe Council	<b>NUMBER OF PEOPLE</b> 30						
<b>EQUIPMENT NEEDED</b> Tables and Chairs							
<b>DATE (S)</b> September 8, 2021 – December 14, 2022	<b>DAY (S)</b> 2 <sup>nd</sup> Wednesday every month						
<b>HOURS OF FUNCTION</b> 8:30 am – 10:30 am	<b>HOURS OF SETUP AND TAKE DOWN</b>						
<b>EXCEPTIONS</b>							
<b>NAME OF APPLICANT / ORGANIZATION</b> Victoria Allyn / PRFSC	<b>PHONE NUMBERS (PLEASE INCLUDE A CELL NUMBER IF AVAILABLE)</b> 1. (530)872-0948 2.						
<b>ADDRESS</b> 693 Fir Street	<i>THIS SPACE FOR OFFICE USE ONLY</i> <table border="1"> <thead> <tr> <th>LOCATION OR ITEM</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Room D</td> <td>NO CHARGE</td> </tr> <tr> <td>TOTAL:</td> <td>NO CHARGE</td> </tr> </tbody> </table>	LOCATION OR ITEM	AMOUNT	Room D	NO CHARGE	TOTAL:	NO CHARGE
LOCATION OR ITEM		AMOUNT					
Room D		NO CHARGE					
TOTAL:	NO CHARGE						
<b>CITY</b> Paradise							
<b>STATE</b> CA							
<b>ZIP</b> 95969							
<b>ADDITIONAL INFORMATION</b> No alcoholic beverages allowed, unless stated in the contract with paid deposit and event insurance. All reservations over 25 people will need additional event insurance for appropriate social distancing precautions. Confirm reservation one week prior to event. Bring receipt to event. Parks will remain open to the public. <b>IF YOU CANCEL A 20% PROCESSING FEE WILL BE CHARGED</b>	<i>THIS SPACE FOR OFFICE USE ONLY</i> CHK # _____ CASH _____ CC _____ AMOUNT PAID _____ DATE _____ BY _____ ACCT # _____						

**PARADISE RECREATION AND PARK DISTRICT  
AGREEMENT AND RELEASE OF LIABILITY**

**1. INDEMNIFICATION**  
The (USER/RENTER) shall indemnify, defend, and hold harmless the Paradise Recreation and Park District, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the (USER/RENTER)'s use or occupancy of a facility or property controlled by the Paradise Recreation and Park District, unless solely caused by the gross negligence or willful misconduct of Paradise Recreation and Park District, its officers, employees, or agents.

**2. INSURANCE REQUIREMENTS**  
General liability insurance: The (USER/RENTER) shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

a. Such insurance shall name Paradise Recreation and Park District, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The (USER/RENTER) shall file certificates of such insurance with the Paradise Recreation and Park District, which shall be endorsed to provide thirty (30) days' notice to the Paradise Recreation and Park District of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the Paradise Recreation and Park District may deny access to the facility.

b. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and

Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the Paradise Recreation and Park District's self-insurance pool.

c. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the (USER/RENTER) maintains higher limits than the minimums shown above, the Paradise Recreation and Park District requires and shall be entitled to coverage for the higher limits maintained by the (USER/RENTER). Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Paradise Recreation and Park District.

**3. COMPLIANCE WITH THE APPLICABLE LAWS, RULES, AND REGULATIONS**

- The (USER/RENTER) shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
- The (USER/RENTER) agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
- The (USER/RENTER) further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
- The Paradise Recreation and Park District reserves the right to immediately revoke (USER/RENTER)'s right to use of the facility under this agreement should (USER/RENTER) fail to comply with any provision of this section.

**4. FORCE MAJEURE**

Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the Paradise Recreation and Park District shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The (USER/RENTER) waives any right of recovery against Paradise Recreation and Park District and the (USER/RENTER) shall not charge results of "acts of God" to Paradise Recreation and Park District, its officers, employees, or agents.

**PHOTOGRAPHIC RELEASE:** The Paradise Recreation and Park District reserves the right to photograph facilities and events for potential future use. All photos remain the property of Paradise Recreation and Park District and may be used for publicity and promotional services.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE PARADISE RECREATION AND PARK DISTRICT AND I SIGN IT OF MY FREE WILL.



**Signature(s)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Name(s)** \_\_\_\_\_ **Date** \_\_\_\_\_