



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room B
Wednesday, February 10, 2021, 6:00 pm

Special Notice:

Pursuant to California Governor Gavin Newsom’s Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Recreation and Park District will be closing the Board of Director’s Meeting to members of the public and non-essential District staff.

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 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=YlBnYlBpM0VMVk4vNzkyd2JXRHQzQT09>
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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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: PRPD Recreation Specialist, Jess Mercer, will provide a programming update.

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes: Regular Meeting of January 13, 2021
- 3.2. Correspondence: None
- 3.3. Payment of Bille/Disbursements (Warrants and Checks Report)
Check #051997 to and including #052103; and Check # 900625 in the total amount of \$182,107.76 including refunds and/or void checks reported.
- 3.4. Information Items (Acceptance only):
 - A. Safety Committee Meeting Draft Minutes for January 21, 2021
 - B. Notice to open staff negotiations for the 2021-2022 fiscal year

4. COMMITTEE REPORTS – NONE

5. REPORT

- 5.1. District Report
- 5.2. 2020 Concow/Paradise Pool Report (Jeff Dailey)
- 5.3. Board Liaison reports (Oral Reports)

6. **CLOSED SESSION** - NONE7. **OLD BUSINESS** - NONE8. **NEW BUSINESS**

- 8.1. Resolution #21-02-1-495 – Staff seeks BOD approval to update the Workers' Compensation for Volunteers policy as recommended by California Association for Park and Recreation Insurance [CAPRI]. **Recommendation:** *Approve as presented.*
- 8.2. Pet Memorial and Paradise Animal Shelter Helpers (PASH) Agreement – Review design plan from citizen's group to install a pet/wildlife memorial at Bille Park to honor the animals lost during the Camp Fire, and direct staff to complete an agreement with Paradise Animal Shelter Helpers (PASH) for ongoing care and maintenance of the memorial. **Recommendation:** *1) Approve of location and installation of the pet memorial and 2) authorize the District Manager to complete the maintenance agreement with PASH.*
- 8.3. Butte Local Agency Formation Commission [LAFCO] – Butte LAFCO is seeking nominations to serve on the Commission as either a Regular Non-Enterprise member or an alternate Non-Enterprise member. The term for both positions is four years beginning June 1, 2021 and expiring May 31, 2025. Deadline for nomination submittal is March 11, 2021. **Recommendation:** *Approve nomination(s) or decline invitation*

9. **BOARD COMMENT**10. **ADJOURNMENT**

Adjourn to the next regular meeting on March 10, 2021 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.

Paradise Recreation and Park District
Board of Directors Regular Meeting
Via Zoom Teleconference
January 13, 2021

MINUTES

Special Notice:

Pursuant to California Governor Gavin Newsom’s Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Recreation and Park District will be closing the Board of Director’s Meeting to members of the public and non-essential District staff.

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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 6:03 p.m.

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

Present via tele-conference: Chairperson Mary Bellefeuille, Vice Chairperson Steve Rodowick, Secretary Robert Anderson, and Director Julie Van Roekel.

Absent: Director Al McGreehan

PRPD STAFF:

Present via tele-conference: District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, Office Manager Colleen Campbell, District Accountant Catherine Merrifield, Park Supervisor Mark Cobb, Recreation Supervisors Jeff Dailey and Scott Amick and Recreation Specialist Jess Mercer.

The Board recognized the arrival of Director Al McGreehan at 6:09 p.m.

1.3 WELCOME GUESTS:

Chairperson Bellefeuille welcomed the following guests:

Present via tele-conference: Ryan Luster, The Nature Conservancy; and John Stonebraker, Citizen.

004762

1.4 SPECIAL PRESENTATION:

Ryan Luster of The Nature Conservancy provided a brief update on the four tasks of the second task agreement; Wildfire Risk Reduction Boundary, GIS Prioritization for Acquisitions, Financing, and Policy.

After a brief discussion, the Board thanked Mr. Luster for the update.

2. PUBLIC COMMENT:

Staff informed the Board no comments were received via electronic mail by the 1:00 p.m. deadline on January 13, 2021.

Chairperson Bellefeuille asked if anyone in attendance would like to comment.

Citizen John Stonebreaker commented he would like to see the risk reduction modeling mentioned in Mr. Luster's presentation. He also commented he was happy to see the trail grant was approved; and lastly commented he would like to see open communication concerning the potential development of the Lakeridge property.

District Manager Efseaff introduced PRPD Recreation Specialist Jess Mercer. Ms. Mercer provided a brief description on her experience. The Board welcomed Ms. Mercer to the team.

Seeing and hearing no further comments, Chairperson Bellefeuille directed the Board's attention to the Consent Agenda and asked the Board members if there were any items that should be removed from the Consent Agenda and heard separately.

3. CONSENT AGENDA**3.1 Board Minutes:****a. Regular Meeting of December 9, 2020****3.2 Correspondence: None****3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #051863 to and including #051966 in the total amount of \$345,509.97 including reported refunds and voided checks.****3.4 Information Items (Acceptance Only):****A. Safety Committee Meeting Draft Minutes of December 17, 2020**

Director McGreehan requested that item 3.4a Safety Committee Meeting Draft Minutes of December 17, 2020 be removed and heard separately.

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

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MOTION:

Vice Chairperson Rodowick moved to approve the remaining Consent Agenda items as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

Chairperson Bellefeuille directed the Board's attention to Consent Agenda item 3.4a Safety Committee Meeting Draft Minutes of December 17, 2020 and asked Director McGreehan to comment.

Director McGreehan asked that staff consider adding a Closed Session item to the next Personnel Committee meeting to address the outstanding workers' compensation claim from 2011. The Board concurred.

Seeing and hearing no further comments, Chairperson Bellefeuille stated she would entertain a motion on the remaining Consent Agenda item.

MOTION:

Director McGreehan moved to approve the Consent Agenda item 3.4a Safety Committee Meeting Draft Minutes of December 17, 2020 as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

4. COMMITTEE REPORTS: None**5. REPORT****5.1 District Report**

Staff reports were provided by District Manager Efseaff, Assistant District Manager Kristi Sweeney, Park Supervisor Mark Cobb, District Accountant Catherine Merrifield, and Recreation Supervisors Jeff Dailey and Scott Amick.

5.2 Board Liaison Reports (Oral Reports)

- Director Van Roekel – None
- Director McGreehan – Reported LAFCO did not meet in January
- Vice Chairperson Rodowick – None
- Secretary Anderson – None
- Chairperson Bellefeuille – Attended a meeting with the PATCH organization and PRPD was well represented.

6. CLOSED SESSION – The Board concurred to hear this item at the end of the public meeting.

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8. OLD BUSINESS – None

9. NEW BUSINESS

9.1 Resolution #21-01-2-493 Noble Park Addition – Staff seek Board approval of the resolution to authorize the District Manager signatory authority to purchase land known as Noble Park Addition [APN 050-230-088] on behalf of the District.

Assistant District Manager Sweeney summarized the written request presented to the Board.

Chairperson Bellefeuille asked if there was any public comment. Seeing and hearing none, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director Van Roekel moved to approve Resolution #21-01-2-493 as presented authorizing the District Manager signatory authority to purchase land known as Noble Park Addition [APN 050-230-088] on behalf of the District. The motion was seconded by Director McGreehan and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

9.2 Resolution #21-01-3-494 Oak Creek Park Addition – Staff seek Board approval of the resolution to authorize the District Manager signatory authority to purchase land known as Oak Creek Park Addition [APN 054-220-060] on behalf of the District.

Chairperson Bellefeuille asked if there was any public comment. Seeing and hearing none, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director Van Roekel moved to approve Resolution #21-01-3-494 as presented authorizing the District Manager signatory authority to purchase land known as Oak Creek Park Addition [APN 054-220-060] on behalf of the District. The motion was seconded by Director McGreehan and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

9.3 Resolution #21-01-1-492 Deferred Compensation (457) Plan – Staff seek Board approval of the resolution to replace the District’s existing 457 deferred compensation plan from Voya Regional Trust to ICMA Retirement Corporation.

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District Manager Efseaff summarized the written report presented to the Board. The Board had a brief discussion with staff and concurred to approve the addition of the ICMA 457 Retirement Plan and to maintain the existing Voya Regional Trust 457 plan currently offered by the District.

Chairperson Bellefeuille asked if there was any public comment. Seeing and hearing none, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director McGreehan moved to (1) approve Resolution #21-01-1-492 authorizing the District Manager to sign the agreement with ICMA Retirement Corporation to manage the 457 plan on behalf of the District; and (2) to continue the current 457 plan managed through Voya Regional Trust. The motion was seconded by Vice Chairperson Rodowick and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

- 9.4 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 2021 calendar year and set tentative reoccurring meeting dates: Personnel, Finance, and Recreation and Park; (2) establish the 2021 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.**

The Board concurred to the following assignments:

- PERSONNEL Chairperson: Bellefeuille Member: Van Roekel
Meeting Schedule: 3rd Tuesday of each month at 4:00 p.m.
- FINANCE Chairperson: Rodowick Member: McGreehan
Meeting Schedule: 2nd Thursday of each month at 2:00 p.m.
- REC/PARK Chairperson: Anderson Member: Rodowick
Meeting Schedule: 1st Tuesday of each month at 4:00 p.m.

The Board concurred to dissolve the Grant Writer Ad-hoc Committee (Rodowick/Bellefeuille) established September 23, 2020 as it was determined it had met the objective.

The Board concurred to maintain the existing Community Liaison assignments and to add LAFCO with Director McGreehan as the representative.

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11. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 8:59 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on February 10, 2021 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center,(6626 Skyway, Paradise, California).

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary

PARADISE RECREATION & PARK DISTRICT
COUNTY MONTHLY CHECK REGISTER

| |
|------------------|
| Fund 2510 |
| January |

| CHECK | ISSUE DATE | VOID | PAYEE | SALARY AND BENEFITS | SERVICE SUPPLIES | FIXED ASSETS | NET CHECK | NOTES |
|----------------|------------|------|-----------------------------------|---------------------|------------------|--------------|-----------|--------|
| ***** | | | | | | | | |
| 052020-052032 | 1/13/2021 | | Payroll Summary | 10,099.46 | 0.00 | 0.00 | 10,099.46 | |
| ***** | | | | | | | | |
| Direct Deposit | 1/13/2021 | | Payroll Summary | 11,658.44 | 0.00 | 0.00 | 11,658.44 | |
| ***** | | | | | | | | |
| 052067-052079 | 1/27/2021 | | Payroll Summary | 9,922.16 | 0.00 | 0.00 | 9,922.16 | |
| ***** | | | | | | | | |
| Direct Deposit | 1/27/2021 | | Payroll Summary | 13,953.03 | 0.00 | 0.00 | 13,953.03 | |
| ***** | | | | | | | | |
| 051997 | 1/8/2021 | | ACH CALPERS | 11,726.89 | | | 11,726.89 | |
| 051998 | 1/8/2021 | | ACH CALPERS | 4,251.32 | | | 4,251.32 | |
| 051999 | 1/8/2021 | | VOYA INSTITUTIONAL TRUST CO | 300.00 | | | 300.00 | |
| 052000 | 1/8/2021 | | VISION SERVICE PLAN | 156.19 | | | 156.19 | |
| 052001 | 1/8/2021 | | PRINCIPAL LIFE INSURANCE COMPANY | 133.12 | | | 133.12 | |
| 052002 | 1/8/2021 | | PREMIER ACCESS INSURANCE | 1,002.34 | | | 1,002.34 | |
| 052003 | 1/8/2021 | | COURT-ORDERED DEBT COLLECTIONS | | 224.14 | | 224.14 | |
| 052004 | 1/8/2021 | | NORTH STATE GROCERY INC | | 54.08 | | 54.08 | |
| 052005 | 1/8/2021 | | OREILLY AUTO PARTS | | 107.14 | | 107.14 | |
| 052006 | 1/8/2021 | | ASCAP | | 367.00 | | 367.00 | |
| 052007 | 1/8/2021 | | JEFF'S TRUCK SERVICE | | | 10,028.00 | 10,028.00 | A |
| 052008 | 1/8/2021 | | INDUSTRIAL POWER PRODUCTS | | | 16,293.21 | 16,293.21 | A |
| 052009 | 1/8/2021 | | AT&T/CALNET | | 157.17 | | 157.17 | |
| 052010 | 1/8/2021 | | OFFICE DEPOT | | 233.66 | | 233.66 | |
| 052011 | 1/8/2021 | | AT&T | | 597.10 | | 597.10 | |
| 052012 | 1/8/2021 | | FOOTHILL MILL & LUMBER CO | | 56.58 | | 56.58 | |
| 052013 | 1/8/2021 | | PEAK SOFTWARE SYSTEMS INC | | 4,130.00 | | 4,130.00 | |
| 052014 | 1/8/2021 | | JOHNSON LAND SURVEYING | | 1,800.00 | | 1,800.00 | |
| 052015 | 1/8/2021 | | DE LAGE LANDEN FINANCIAL SERVICES | | 310.32 | | 310.32 | B |
| 052016 | 1/8/2021 | | CARTER LAW OFFICES | | 2,065.00 | | 2,065.00 | |
| 052017 | 1/8/2021 | | BUTTE COUNTY | | 1,273.75 | | 1,273.75 | |
| 052018 | 1/8/2021 | | NORTH STATE SCREENPRINTING | | 784.86 | | 784.86 | |
| 052019 | 1/8/2021 | | CALIFORNIA SPECIAL DISTRICT ASSOC | | 220.00 | | 220.00 | |
| 052033 | 1/15/2021 | | ACH STATE RP TAX | 847.54 | | | 847.54 | |
| 052034 | 1/15/2021 | | ACH FED PR TAX | 6,519.62 | | | 6,518.62 | |
| 052035 | 1/19/2021 | | CALIFORNIA STATE DISTBURSEMENT | 121.11 | | | 121.11 | |
| 052036 | 1/15/2021 | | THOMAS ACE HARDWARE | | 2,509.53 | | 2,509.53 | |
| 052037 | 1/15/2021 | | TYLER WOODCOX | | 27.06 | | 27.06 | C |
| 052038 | 1/15/2021 | | SARAH LIVINGSTON | | 36.90 | | 36.90 | Refund |
| 052039 | 1/15/2021 | | JAMES CASSADY | | 10.00 | | 10.00 | Refund |
| 052040 | 1/15/2021 | | KENT KELLY | | 10.00 | | 10.00 | Refund |
| 052041 | 1/15/2021 | | DONOVYN SILVA | | 40.00 | | 40.00 | Refund |
| 052042 | 1/15/2021 | | AURORA RIVERA | | 40.00 | | 40.00 | Refund |
| 052043 | 1/15/2021 | | NORTH STATE SCREENPRINTING | | 144.42 | | 144.42 | |
| 052044 | 1/15/2021 | | ELLIS ART AND ENGINEERING | | 54.31 | | 54.31 | |
| 052045 | 1/15/2021 | | CLARK PEST CONTROL | | 265.00 | | 265.00 | |
| 052046 | 1/15/2021 | | ALHAMBRA | | 72.71 | | 72.71 | |
| 052047 | 1/15/2021 | | VOYA INSTITUTIONAL TRUST CO | 300.00 | | | 300.00 | |
| 052048 | 1/15/2021 | | COURT-ORDERED DEBT COLLECTIONS | | 233.82 | | 233.82 | |
| 052049 | 1/22/2021 | | INDUSTRIAL POWER PRODUCTS | | 2,956.43 | | 2,956.43 | |
| 052050 | 1/22/2021 | | ACME TOILET RENTALS LLC | | 414.40 | | 414.40 | |
| 052051 | 1/22/2021 | | SARAH PETERSON | | 150.00 | | 150.00 | Refund |
| 052052 | 1/22/2021 | | BENNY BROWN FORD | | | 29,469.83 | 29,469.83 | A |
| 052053 | 1/22/2021 | | REDLINE INSTALLATIONS | | 24.60 | | 24.60 | Refund |

| | | | | | |
|--------|-----------|----------------------------------|----------|-----------|-----------|
| 052054 | 1/22/2021 | THE TREE MASTER | | 800.00 | 800.00 |
| 052055 | 1/22/2021 | KELLER SUPPLY COMPANY | | 1,220.48 | 1,220.48 |
| 052056 | 1/22/2021 | UMPQUA BANK | | 4,815.49 | 4,815.49 |
| 052057 | 1/22/2021 | PG&E | | 2,766.82 | 2,766.82 |
| 052058 | 1/22/2021 | COMPUTERS PLUS | | 420.27 | 420.27 |
| 052059 | 1/22/2021 | MELTON DESIGN GROUP | | 5,225.00 | 5,225.00 |
| 052060 | 1/22/2021 | STREAMLINE | | 360.00 | 360.00 |
| 052061 | 1/22/2021 | VERIZON WIRELESS | | 562.04 | 562.04 |
| 052062 | 1/22/2021 | NORTHERN RECYCLING & WASTE | | 914.53 | 914.53 |
| 052063 | 1/22/2021 | CHICO RENT A FENCE | | 432.00 | 432.00 |
| 052064 | 1/22/2021 | BYSWQC | | 175.00 | 175.00 |
| 052065 | 1/22/2021 | KEVIN SHARRAH DESIGNS | | 710.53 | 710.53 |
| 052066 | 1/22/2021 | AT&T | | 37.39 | 37.39 |
| 052080 | 1/29/2021 | VOYA INSTITUTIONAL TRUST CO | 340.00 | | 340.00 |
| 052081 | 1/29/2021 | VISION SERVICE PLAN | 156.19 | | 156.19 |
| 052082 | 1/29/2021 | PRINCIPAL LIFEINSURANCE COMPANY | 133.12 | | 133.12 |
| 052083 | 1/29/2021 | PREMIER ACCESS INSURANCE CO | 1,002.34 | | 1,002.34 |
| 052084 | 1/29/2021 | COURT-ORDERED DEBT COLLECTIONS | 120.52 | | 120.52 |
| 052085 | 1/29/2021 | JESS MERCER | | 24.12 | 24.12 |
| 052086 | 1/29/2021 | TYLER WOODCOX | | 13.14 | 13.14 |
| 052087 | 1/29/2021 | PARADISE RIDGE CHAMBER OF COMM | | 60.00 | 60.00 |
| 052088 | 1/29/2021 | WORK TRAINING CENTER | | 1,252.75 | 1,252.75 |
| 052089 | 1/29/2021 | COMCAST | | 89.83 | 89.83 |
| 052090 | 1/29/2021 | CALIFORNIA SPECIAL DISTRICT ASSO | | 1,737.12 | 1,737.12 |
| 052091 | 1/29/2021 | A-TOWN AV INC | | 5,777.31 | 5,777.31 |
| 052092 | 1/29/2021 | OFFICE DEPOT | | 162.28 | 162.28 |
| 052093 | 1/29/2021 | FOOTHILL MILL & LUMBER CO | | 204.59 | 204.59 |
| 052094 | 1/29/2021 | LINCOLN EQUIPMENT INC | | 121.21 | 121.21 |
| 052095 | 1/29/2021 | O'REILLY AUTO PARTS | | 100.49 | 100.49 |
| 052096 | 1/29/2021 | DOBRICH | | 625.00 | 625.00 |
| 052097 | 1/29/2021 | SQYRES FIRE PROTECTION | | 1,337.25 | 1,337.25 |
| 052098 | 1/29/2021 | AT&T / CALNET | | 154.28 | 154.28 |
| 052099 | 1/29/2021 | PARADISE IRRIGATION DISTRICT | | 3,396.34 | 3,396.34 |
| 052100 | 1/29/2021 | AT&T | | 600.45 | 600.45 |
| 052101 | 1/29/2021 | CHRISTENSEN TELECOMMUNICATIONS | | 248.02 | 248.02 |
| 052102 | 1/29/2021 | VERIZON WIRELESS | | 84.22 | 84.22 |
| 052103 | 1/29/2021 | HOLLY B PLADSON | | 20,500.00 | 20,500.00 |
| 900625 | 1/22/2021 | ACH CALPERS | 4,887.87 | | 4,887.87 |
| ***** | | | | | |

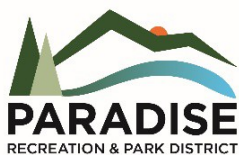
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|---------------------|--|--|------------------|------------------|------------------|-------------------|
| TOTALS | | | 31,998.17 | 74,297.93 | 55,791.04 | 162,086.14 |
| GRAND TOTALS | | | 52,019.79 | 74,297.93 | 55,791.04 | 182,107.76 |

Refunds = 311.50

Notes:

- A) Equipment purchased with USDA grant
- B) New finance company for copier lease
- C) Reimbursements
- D) Audio/visual equipment purchased with USDA grant
- E) Payment for FY 2019-20 audit
- F) ACH payments will go back to having check numbers starting with 900000 to reduce voiding actual checks.
The previous District Accountant wanted to use actual check numbers and as a result the checks had to be voided and destroyed. This creates a lot of wasted checks.



Paradise Recreation & Park District

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

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

SAFETY COMMITTEE MEETING Report/Minutes

DATE: January 21, 2021 at 8:30 a.m. DRAFT

LOCATION: Terry Ashe Recreation Center – (Via TEAMS)

ATTENDANCE: Dan Efseaff, District Manager
Kristi Sweeney, Assistant District Manager
Mark Cobb, Park Supervisor
Colleen Campbell, Office Manager

ABSENT: Jeff Dailey, Recreation Supervisor

FACILITATOR: Mark Cobb, Park Supervisor

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1. MINUTES:

- By unanimous vote of the members present, the December 17, 2020 Safety Committee Minutes were approved.

2. SAFETY AND HEALTH ISSUES DISCUSSED:

- a. THE FOLLOWING SAFETY MEETINGS WERE HELD:
 - Dec. 17, 2020 Ladder Safety (Maintenance Staff Meeting)
by Jeff Dailey, Recreation Supervisor
 - Dec. 23, 2020 Proper Lifting Techniques (Maintenance Staff Meeting)
by Mark Cobb, Park Supervisor
- b. DOCUMENTED SITE INSPECTIONS, REPAIRS, AND OTHER ACCOMPLISHMENTS RELATED TO SAFETY:
 - Site Inspections completed since last meeting: Bille Park, Bille Shop #1, Bille Shop #2, Lakeridge Park, Moore Road Ball Parks, Noble Park, and Terry Ashe Recreation Center
 - Next inspection(s) due: Initial inspection for Paradise Lake (Mark Cobb)

- Maintenance Request Forms since last meeting: None

c. ACCIDENT/INCIDENT REPORTS:

- Two incidents have been reported since last meeting for documentation purposes only.
 1. 12/19/20 - Drug Paraphernalia at Paradise Lake (Syringe – mitigated by District Staff. BCSO Incident #2010190013) Documentation only. Further action will be to have sharps containers available at facilities.
 2. 01/07/21 – Employee slipped injuring elbow and shoulder. Documentation only.

d. WORKERS' COMPENSATION REPORTS:

- December 2020. It was noted there are two open claims (hernia) DOI: 12/03/20 and one remaining open from 2011.

3. **MISCELLANEOUS:**

- a. IIPP Revisions – District Manager to review within the next couple of weeks.
- b. COVID 19 – PPE Update.
 1. It was confirmed that maintenance staff is disinfecting all common touchpoint areas at the Terry Ashe Recreation Center each night. Individual staff members also have supplies to disinfect their own workspaces as needed.
 2. The Committee had open discussion concerning whether staff would have financial relief in the event of a required 14-day quarantine if exposed to COVID or required time off upon receiving a positive COVID test. It was concluded that other than available sick leave provided by the District or the state mandated annual 24 hours of allotted sick leave there is no other funding method available to the District to subsidize staff other than state disability insurance once their sick leave was exhausted. (Confirmed by Rick Wood - CSDA)

Next Safety Meeting Date: February 18, 2021

Facilitator: Kristi Sweeney

Colleen Campbell, Safety Committee Secretary

Date

cc: CAPRI
PRPD Board 02/10/21 – Draft Copy

Staff Report**February 10, 2021**

DATE: 1/25/2021
TO: Board of Directors
FROM: PRPD Full-Time Staff
SUBJECT: 2021-2022 Salary Negotiations

On June 10, 2020 the PRPD Board of Directors took action to approve a one-year agreement for Fiscal Year 2020-2021 indicating negotiations would resume in the 2021-2022 Fiscal Year.

As specified in Rule 23 of the Personnel Rules (attached), staff is requesting that salary negotiations be officially opened and entered into between full-time staff and the Paradise Recreation and Park District Board of Directors.

Staff has chosen the following employees to represent the three departments:

- Jeff Dailey Recreation
- Mark Cobb Maintenance
- Catherine Merrifield Office

Attachments:

- A. Personnel Rule 23

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0210/2021_0210.BOD.2021.22.Staff.Negotiations_Staff_Report.docx
2/2/2021

management. This includes threats by employees, as well as threats by clients, vendors, solicitors, or other members of the public. All suspicious individuals or activities must be reported as soon as possible to a manager. Anyone receiving a report of a violation of this policy must report the matter immediately to a manager.

Rule 23 – Employer-Employee Relations Policy

23.01 Wage and Benefit Negotiations

All full-time and part-time benefited staff (except the District Manager) will be allowed to discuss and request consideration of wages, benefits, hours, and other terms and conditions of employment in the following manner:

1. To notify the Board of Directors that negotiations of wages and benefits is requested. This request should be made in December but no later than the February Board meeting of each year. The request needs to be in writing. If the Board does not receive a notification requesting negotiations by the February Board meeting, negotiations may not be discussed that year. The Board may opt to initiate negotiations.
2. After receiving a notification requesting negotiations, the Board Chairperson will authorize the District Manager to schedule a meeting with the Personnel Committee and the employee representatives. This meeting will be scheduled no later than thirty (30) days after the February Board meeting. At this meeting the employee representatives will present their request. It should contain the following:
 - a. A complete written description of all items requested.

- b. The total estimated cost of each request and backup information confirming these figures.

At this meeting, the Personnel Committee may request additional backup material to support or show cause for the request(s). They may also choose to make their recommendation to the Board at the next Board meeting. If the Personnel Committee requires more information concerning items requested, another meeting will be scheduled within thirty (30) days.

3. Additional meetings and materials may be requested as necessary. The Personnel Committee will make their recommendations to the Board of Directors no later than the June Board meeting, unless the Board of Directors authorizes a continuation of negotiations.

23.02 Employee Representation

For wage and benefit negotiations, full-time employees should choose a minimum of three (3) individuals to serve as representatives during the duration of negotiations. It is recommended that an individual from each classification be selected for representation (clerical, recreation, and park). Employees need to agree by majority who their representatives will be.

Employees have the right to seek legal assistance during their negotiations process, but the District will not be responsible for any cost incurred.

Individuals may represent themselves if a situation exists that only represents their position.

23.03 Personnel Committee Recommendations

The Personnel Committee will make their recommendations concerning staff requests when they feel they have received enough information to clarify the issue requested. Their

recommendations to the Board of Directors will be announced at a Board meeting. The Board of Directors will approve the final agreement concerning the staff request.

The Personnel Committee may request information from the District Manager as they see necessary in this process.

23.04 District Manager

The District Manager will meet with the Personnel Committee as needed to establish a memorandum of understanding concerning wage and benefits. This memorandum will be presented to the Board of Directors in December for consideration.

23.05 Part-Time Employees

Part-time employees will be allowed to discuss and request consideration of wages, benefits, hours, and other terms and conditions of employment as necessary with the District Manager. The District Manager will decide the final condition of the request. If employee(s) are not satisfied, they may file a grievance as outlined in these Rules.

23.06 Local Public Employee Organizations

If the employees decide to join a local public employee organization, the District will implement rules to provide an orderly procedure for the administration of employer-employee relations between the District and its employee organization.

END

District Report**Meeting Date:** February 10, 2021

DATE: 2/3/2021
 TO: PRPD Board of Directors (BOD)
 FROM: Dan Efseaff, District Manager
 SUBJECT: Monthly District Report

Monthly Report**1. Updates**

- a. Development Impact Fees - The Butte County Board of Supervisors recently approved a Development Services Fee increase based on the Consumer Price Index of 3.1%. Staff researched the District's Development Impact Fee schedule and found the following:
- The District originally adopted the development impact fee policy for incorporated and unincorporated areas of the District in 2005 these were updated in 2006 and in 2015.

| Category | Original rate (2005) | Revision (2006) | Current (2015) |
|-------------------------|----------------------|-----------------|----------------|
| Single Family Residence | \$0.44 | \$0.50 | \$0.82 |
| Multi-Family Residence | \$0.76 | \$0.86 | \$1.49 |
| Residential Additions | \$0.44 | \$0.50 | \$0.82 |

- The BOD may modify these fees by resolution and justification based on a Nexus Study. The last Nexus Study was completed by SCI Consulting Group in October 2014. Page 4.2 of the 2014 Nexus Study states in part:

“The District should periodically conduct a review of facility costs, land costs, and building trends in the District. If costs change significantly in either direction, this Nexus Study should be updated, and the park impact fees adjusted accordingly. Alternatively, the District may periodically adjust the park impact fees using the method required by local codes.”

- b. New Intern – Max Crimmins is a California State University, Chico intern that just started to assist with the volunteer program (leading crews, promoting, program development) and maintenance. After this internship Max will be receiving his Bachelor of Science in Parks and Natural Resource Management. Staff are excited to welcome him aboard and provide hands on experience in conservation and natural resource management.

2. Administrative and Visitor Services

- a. Cross-Training Admin Staff – Staff are very proud of District Accountant, Catherine Merrifield, and Administrative Assistant II, Sunny Quigley, for their collaborative work to cross-train Sunny on payroll and vendor check processing. In an organization working with limited staffing, it is incredibly important that there are backup skillsets to provide coverage in case staff are out of the office sick or on holiday. We all look forward to seeing Catherine in the office and hearing her “Dad-joke” of the day, but in case of emergency it’s nice to know that Sunny can continue to pay our vendors and staff until Catherine’s return.

3. Finance

- a. Routine Reports – Balance Sheet (Attachment A), Profit & Loss Budget vs. Actual (Attachment B), Profit & Loss (Attachment C), Recovery Project for the Fiscal Year (Attachment D).
- b. Impact Fees – For the month of January, the District received a total of \$11,975.28 in impact fees. Since 11/8/18, the District has received a total of \$369,556.43.
- c. 5-Star Bank – The December interest deposits for the Investment Money Market was \$20,553.14 and the Grant Money Market was \$102.43. The January interest was not posted at the time this report was finished.
- a. Tax Revenue – December property tax income was credited to PRPD in January. \$987,000 was property tax backfill. Fiscal year 2020-2021 will be the last year PRPD receives backfill tax.

- b. Audit Update – The finance committee will meet on February 11th to discuss the audit.

4. Parks (Maintenance and Operations)

- a. Paradise pool - Unfortunately during routine maintenance at the PRPD pool a staff member noticed what looked like a crack in the deep end. (Figure 1) Well, it is, we will be draining it ASAP for repair. I will keep everyone updated.
- b. Paradise Lake – we have replaced the old steel pipe buoys that were made in the 80's with modern day plastic Buoys. This will make removing and reinstalling much safer and easier for staff. (Figures 2 & 3)
- c. First storm of the Year- I'm pleased to report overall, the storm on Wednesday January. 27th caused fairly little damage. Other than some small tree limbs not much else was harmed.
- d. Hazard Tree Removal –
- i. Bille Park – Staff have spent considerable time working with various agencies to develop a tree removal plan to minimize impacts to park operations. The Park will be closed during the cutting and had to develop several potential waivers to meet park goals. The most challenging area is on trail to the look-out and grotto.
 - ii. Coutolenc Vegetation – Staff are working with BLM on the conditions for the clean-up following the salvage timber harvest sale. While this remove significant hazards, remaining non-merchantable hazard trees remained and we are working with agency staff to develop a solution. BLM staff noted that they just received guidance from there Solicitor, that any trees with commercial value the BLM still retains rights to and hazard trees of non-merchantable status the BLM will not retain rights. This is good news as it may allow us to tap into FEMA funds for the clean-up at the Park. Furthermore, it allows the discussion of a handful of trees that may have been mismarked that are not considered hazardous to Coutolenc Road or Merchants Bar Road. We would like to retain some as live trees/seed trees, with burn severity being high throughout most of the park.

5. Programs

- a. Lake Activities Class – This new program is set to begin the first week of February and continue Tuesdays and Thursdays from 3:30 to 4:30 pm at Paradise Lake. The class will include activities around Paradise Lake including hiking, fishing, and journaling.
- b. Tai Chi – This Chinese martial arts class continues to take place on Saturday mornings from 10:00 to 11:30 am at the Bille Park Pavilion. Instructor Felix Berkhoudt welcomes students of all abilities to participate.
- c. Academy Mortgage Tour – Staff member Scott Amick met the Academy Mortgage group at Paradise Lake for a short tour of the lake which included conversation regarding programming, the defensible space plan, and opportunities for future visits and collaboration towards the Academy Mortgage Philanthropic programming.
- d. Achieve Charter School Field Trip Series – Staff lead 25th graders on another safe and successful field trip. Field trips continue every Friday through the end of the Spring semester.
- e. Camp Planning Season – Staff are in exploration and information gathering stages for several Summer Camps. These camps include day camps, a Rotary sponsored virtual camp, BCOE Career Technical camps such(Drone Pilot Camp, Culinary Camp, Welding Camp), as well as our very own Camp Courage. Dates and details to follow.
- f. The Ridge Riders Program – Staff have successfully acquired letters of support from the Matson Container Corporation, Golden West Homes, and Ability First Sports, to host a series of experiences that are both inclusive and culminate in the donation of refurbished bicycles to participants. Funding through the Everybody Healthy Body voucher program is in process.
- g. The Ridge Hiking Association – Staff led a hike on the Yellowstone Kelly Trail for 20 participants. A partnership with Explore Butte County has materialized and includes prize swag for our members. Details forthcoming.
- h. Healing Trauma Through Nature – Staff have kicked off a monthly newsletter, video blog, and podcast series aimed to increase interest in the organization, serving the goal of increasing capacity for healing experiences hosted at PRPD park sites.
- i. Everybody Healthy Body – staff are in proposal delivery processes to record Resiliency Skill Building videos for the Community Resiliency Model skills. This video series will be recorded utilizing the PRPD mobile studio, green screens, and video editing software and hosted on both the Butte Thrives and PRPD website.
- j. Butte Fire Safe Council Partnership – Staff are in partnership with the BFSC Trauma Informed Firesafe Planning Through Nature Journaling workshop to be hosted on zoom on 23rd, 24th and 25th. Register at <https://docs.google.com/forms/d/1kYFmX8QUrKGMFFhrnOQbcaep76UdsibkTrdzmAcvt-o/prefill>

- k. Fishing Derby – The Kid’s Fishing Derby is currently scheduled for Saturday, April 17 at Paradise Lake. We are currently working on sponsors and lining up the fish plants for 2021. In addition to the 7,000 pounds of trout that will be delivered from the CA Department of Fish and Wildlife, PRPD has \$3,000.00 in grant money to purchase fish for the lake.
- l. Paradise High School Swim Team – The PHS Swim Team has been given the approval to start their swim season this March of 2021. Since their typical season is in the fall, this would mean getting the pool up and running a couple months earlier than normal. They are requesting to use the Paradise Pool in early March through the end of the school year. At this time we do not have a current agreement between PUSD and PRPD for the use of the pool. PRPD will need a signed agreement before PHS starts their usage, and with limited time available a special meeting might be needed to accomplish this.

6. Outreach and Development

- a. Community Input Meetings – In January staff met with teachers, administrators, and support staff from Butte County Office of Education Adaptive Physical Education and Special Education department, Chico State Adaptive Physical Education Credential Program, Boys and Girls Club of the North Valley, and Ability First. Staff engaged meeting participants in parks planning and design (features and placement) to ensure new park development planning reflected a design plan that would be inclusive and available to people of all ages, interests and abilities. Staff and meeting participants planned for a more broad outreach campaign to encourage youth, families, adults, and coaches to participate in the needs assessment and design planning process.
- b. Lakeridge Park Community Input Call – In January staff held another virtual community input meeting via Zoom. Meeting participants were presented with a summary of design input gathered thus far on features and placement preferences for Lakeridge Park. Participants then shared ideas for the type of features that were prioritized through input meetings and surveys thus far, as well as ideas for beautification and safety. It was a very productive meeting and staff look forward to continuing the conversation with residents.
- c. Upper Ridge Community Plan – Staff participated in a public workshop put on by Placeworks and Butte County, to gather public input on needs and community preferences from residents and stakeholders of the Upper Ridge. The Upper Ridge Community Plan is currently assessing existing conditions, gathering input from residents about needs and preferences for the future, and will culminate in an Upper Ridge Community Master Plan.
- d. Sierra Nevada Conservancy Grant Progress – The acquisition of parcels adjacent to Oak Creek Park and Noble Park, paid for through a generous grant from the Sierra Nevada Conservancy are moving quickly to closing. Staff have been working closely with the sellers, the title company, and grant agency administrators to finalize necessary paperwork and move to the close of escrow. The Oak Creek expansion property is anticipated to be finalized by the second week of February. Noble Park expansion is anticipated to close at the end of February.
- e. Van Naming – The District kicked off voting on the names of the new vans (<https://www.paradiseprpd.com/help-name-our-vans>), entries include Van Halen, BatVan, Steely Van and others (Figure 6).
- f. Building Resilient Infrastructures and Communities (BRIC) - The California Governor's Office of Emergency Services (Cal OES) received and reviewed our subapplication requesting funds from the grant program. Cal OES has submitted your subapplication to the Federal Emergency Management Agency (FEMA) for review and funding consideration. The subapplication, Innovative Wildfire Risk Reduction Buffers, will allow for further development of our Resiliency Park program.
- g. Trails Grant – Staff anticipates the agreement for the Magalia Paradise Lake Trails loop to be developed over the next 2-3 months. Based on the enthusiastic response, we anticipate considerable public interest in the project, which will be phased in over 3 years.
- h. Community-Based Catastrophe Insurance: A Model for Closing the Disaster Protection Gap – The Wharton Risk Center, Marsh & McLennan Advantage, and Guy Carpenter announced the completion of a final report on community-based catastrophe insurance models that may have considerable implications in rebuilding of communities after disaster and investments to reduce risks before. The full report may be viewed at: <https://riskcenter.wharton.upenn.edu/wp-content/uploads/2021/02/Community-Based-Catastrophe-Insurance-February-2021.pdf>

7. Projects

a. Volunteer Program

- i. Lower Bille Lookout Trail – Trail work has been completed (Figure 1). Work has been done on the full length of the main top trail with wildland fire chaining techniques (slop and scatter), and concepts such as the use of

- keyholes (additional path opening cut out from main path to allow crew to chain material through opening). Staff received volunteer assistance from VROC, and On-Call wildland firefighters.
- ii. Volunteer/Staff portal – Portal is a password-protected version of Streamline that could be used by staff, volunteers, and board members to collaborate internally. Streamline Portal is a cloud-based, password-protected intranet tool for the team that is separate from the public-facing website. Currently staff is narrowing in on department needs and processes that can be transferred to portal, and once identified a portal demo meeting will be needed.
 - iii. Outreach –
 - a. VROC (Volunteers Rebuilding Our Community) had a new AmeriCorps crew arrive in January; staff was contacted to provide an orientation of The Town of Paradise, park system/vision, worker safety, and environmental hazardous.
 - b. Staff has been in contact with Love Paradise to collaborate on getting the community to volunteer in parks and promote volunteerism in the whole community to create a volunteer workforce for all to share and connect volunteers.
 - iv. ODD ball Saturdays – On a rotating schedule every other Saturday (always ODD dates) are volunteer days to work on the project of the week. There may be one or more projects going on at any one of our facilities. Launches off February 13th, 2021 at Crain Memorial Park. Project days will be dependent on weather.
 - v. **Total number of Volunteer Hours to Date (VHD) - 896.26 Last report of VHD – 857.26**
 - o Paradise Lake: 597.76
 - o Moore Road Ball Park: 21
 - o Bille: 89.5
 - o Noble: 73
 - o Lakeridge: 72
 - o Crain Memorial Park: 6
 - o Terry Ashe Recreation Center: 37

8. Upcoming

- a. Activity Guide/Events – Staff will be sharing more information on upcoming activities and events
- b. Committee Work – Although we have enjoyed a couple of relatively light BOD meetings, we anticipate a busy docket for our committees over the next few month for example:
 - i. Personnel – new position, employee negotiations, District Manager review, leave policies;
 - ii. Finance – audit, budget, allocation and reserve policy;
 - iii. Park – Electronic sign replacement, other project review.
 - iv. We also have a liaison meeting tentatively slated with the Town of Paradise in March.

Photographs

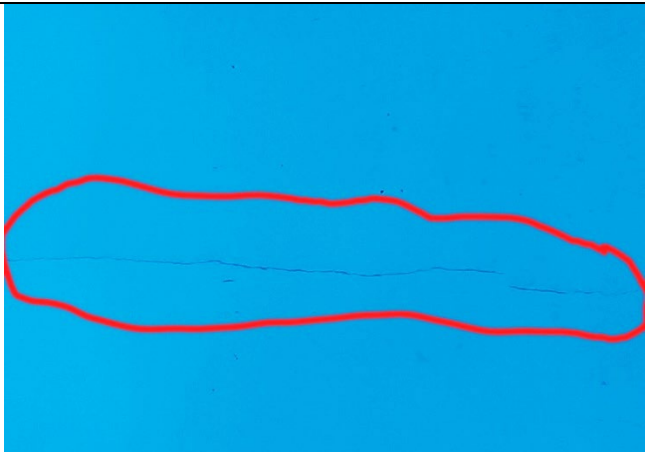


Figure 1. Crack at the deep end of Paradise Pool



Figure 2. Pumping of pool begins (2/3/21).



Figure 3. Old Steel Pipe Buoy



Figure 4. Refurbished pipe buoy.



Figure 5. New Plastic Buoy



Figure 6. We've received extremely positive reviews of our new wrapped vans.



Figure 7. Lower Bille Lookout trail before.



Figure 8. Lower Bille Trail after clearing work.



Figure 9. AmeriCorps crew picture with staff after trail day.



Figure 10. Volunteer (Micco) holding old saw blade crew found while working.

Attachments:

- A. Balance Sheet
- B. P & L vs. Actual
- C. P & L
- D. Recovery Project

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2/4/2021

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02/01/21

Accrual Basis

PRPD
Balance Sheet
As of January 31, 2021

Attachment A

| | Jan 31, 21 |
|--|----------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1000 · Mechanics Bank - Operating | 197,595.70 |
| 1003 · Five Star Bank - Payroll | 218.54 |
| 1005 · Petty Cash | 300.00 |
| 1008 · North Valley Community Found | 2,177.12 |
| 1010 · Treasury Cash - 2510 | |
| 1011 · General Operating | -170,610.00 |
| 1012 · ACO Reserve | 626,700.00 |
| 1013 · General Reserve | 3,000.00 |
| 1014 · Deposits held for others | 1,000.00 |
| Total 1010 · Treasury Cash - 2510 | 460,090.00 |
| 1030 · Investments | |
| 1031 · Five Star Bank Money Market | 41,493,622.12 |
| 1032 · Five Star Bank Grant M. M. | 207,210.56 |
| Total 1030 · Investments | 41,700,832.68 |
| 1100 · Designated Treasury Funds | |
| 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 | 3,232.04 |
| 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 | 4,658.61 |
| 1114-7 · Child-Youth Scholarships | 10.00 |
| 1114-8 · McGreehan Children's Schlshp | 978.00 |
| 1114-9 · Skate Park Fund | 3,044.36 |
| 1114 · Designated Donations-2514 - Other | 223.24 |
| Total 1114 · Designated Donations-2514 | 73,134.00 |
| Total 1100 · Designated Treasury Funds | 131,385.29 |
| 1119 · Impact Fees | |
| 1120 · Sub Div Fees - 2520 | 8,236.81 |
| 1121 · Park Acqui Unincorp - 2521 | 55,136.10 |
| 1122 · Park Dev Unincorp - 2522 | 100,067.23 |
| 1124 · District Fac Unincorp - 2524 | 45,850.09 |
| 1126 · Park Acqui Incorp - 2526 | 120,955.65 |
| 1127 · Park Dev Incorp - 2527 | 359,697.75 |
| 1128 · District Fac Incorp - 2528 | 69,084.93 |
| Total 1119 · Impact Fees | 759,028.56 |
| Total Checking/Savings | 43,251,627.89 |
| Other Current Assets | |
| 1310 · Miscellaneous Receivables | 20,504.10 |
| 1400 · Interest Receivable | |
| 1410 · Interest Receivable | 2,786.80 |
| 1413 · Interest Receivable - 2513 | 222.58 |

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02/01/21

Accrual Basis

PRPD
Balance Sheet
As of January 31, 2021

| | Jan 31, 21 |
|--|----------------------|
| 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 | 43,307,590.49 |
| Fixed Assets | |
| 1710 · Land | 750,088.53 |
| 1720 · Buildings | 5,720,780.38 |
| 1730 · Furn., Fixtures & Equip (>\$5k) | 1,022,380.65 |
| 1798 · Accum Depr - Furn Fixture Equip | -276,237.45 |
| 1799 · Accum Depr - Buildings | -4,241,039.94 |
| 1800 · Construction in Progress | |
| 1810 · CIP-Planning | |
| 1811 · CIP-BSF Founder Park Planning | 48,895.95 |
| Total 1810 · CIP-Planning | 48,895.95 |
| 1820 · CIP-Acquisition | 3,865.00 |
| 1840 · CIP-Facility | |
| 1841 · CIP-Paradise Pool Swim Blocks | 29,303.37 |
| Total 1840 · CIP-Facility | 29,303.37 |
| Total 1800 · Construction in Progress | 82,064.32 |
| Total Fixed Assets | 3,058,036.49 |
| Other Assets | |
| 1900 · PCV Promissory Note | 300,322.00 |
| 1950 · Deferred Outflow - Pension | 159,962.00 |
| Total Other Assets | 460,284.00 |
| TOTAL ASSETS | 46,825,910.98 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2000 · Accounts Payable | 6,075.34 |
| Total Accounts Payable | 6,075.34 |
| Other Current Liabilities | |
| 2100 · Payroll Liabilities | |
| 2110 · Wages Payable | 37,267.96 |
| 2120 · Payroll Taxes Payable | 13,449.09 |
| 2130 · Health Benefits Payable | -8,723.15 |
| 2140 · FSA payable | -954.44 |
| 2170 · CalPers Payable | 14,992.43 |
| 2180 · Garnishments payable | 116.11 |
| 2190 · Accrued Leave Payable | |
| 2192 · Sick leave payable | 10,892.37 |
| 2193 · Vacation leave payable | 28,930.43 |
| Total 2190 · Accrued Leave Payable | 39,822.80 |
| Total 2100 · Payroll Liabilities | 95,970.80 |
| 2300 · Deposits - refundable | 1,000.00 |

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02/01/21

Accrual Basis

PRPD
Balance Sheet
As of January 31, 2021

| | Jan 31, 21 |
|--|----------------------|
| 2400 · Deferred Revenue | |
| 2430 · Deferred Inflow - Pension | 39,239.00 |
| 2440 · Deferred CIP Revenue | 209,025.08 |
| Total 2400 · Deferred Revenue | 248,264.08 |
| Total Other Current Liabilities | 345,234.88 |
| Total Current Liabilities | 351,310.22 |
| Long Term Liabilities | |
| 2800 · Post Employment benefits | 34,236.00 |
| 2805 · CalPers Pension Liability | 359,790.00 |
| Total Long Term Liabilities | 394,026.00 |
| Total Liabilities | 745,336.22 |
| 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 Capital Outlay | 626,700.00 |
| Total 3000 · General Fund Balances-2510 | 920,849.99 |
| 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 | 1,602,069.54 |
| 3999 · Opening Balance Equity | 99.20 |
| Net Income | 40,127,065.64 |
| Total Equity | 46,080,574.76 |
| TOTAL LIABILITIES & EQUITY | 46,825,910.98 |

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PRPD

Profit & Loss Budget vs. Actual

Attachment B

02/01/21

July 2020 through January 2021

Accrual Basis

| | Jul '20 - Jan 21 | Budget | \$ Over Budget | % of Budget |
|---|----------------------|---------------------|----------------------|-----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4100 · Tax Revenue | 1,420,632.65 | 1,677,300.00 | -256,667.35 | 84.7% |
| 4200 · Impact Fee revenue | 97,107.58 | 113,000.00 | -15,892.42 | 85.9% |
| 4300 · Program Income | 38,733.94 | 227,500.00 | -188,766.06 | 17.0% |
| 4350 · Concession & Merchandise sales | 158.00 | 2,100.00 | -1,942.00 | 7.5% |
| 4400 · Donation & Fundraising Income | 3,868.45 | 61,000.00 | -57,131.55 | 6.3% |
| 4401 · Scholarships Granted | 0.00 | 0.00 | 0.00 | 0.0% |
| 4500 · Grant Income | 0.00 | 12,500.00 | -12,500.00 | 0.0% |
| 4600 · Other Revenue | 39,494,777.89 | 5,500.00 | 39,489,277.89 | 718,086.9% |
| 4900 · Interest Income | 160,333.36 | 18,600.00 | 141,733.36 | 862.0% |
| Total Income | 41,215,611.87 | 2,117,500.00 | 39,098,111.87 | 1,946.4% |
| Gross Profit | 41,215,611.87 | 2,117,500.00 | 39,098,111.87 | 1,946.4% |
| Expense | | | | |
| 5000 · Payroll Expenses | | | | |
| 5010 · Wages & Salaries | 535,901.87 | 1,077,800.00 | -541,898.13 | 49.7% |
| 5020 · Employer Taxes | 42,061.09 | 60,000.00 | -17,938.91 | 70.1% |
| 5030 · Employee Benefits | 100,729.08 | 180,000.00 | -79,270.92 | 56.0% |
| 5040 · Workers Comp Expense | 23,057.00 | 55,000.00 | -31,943.00 | 41.9% |
| 5060 · Other Personnel Costs | 3,584.38 | 15,800.00 | -12,215.62 | 22.7% |
| 5070 · (Subsidized Personnel Costs) | 24.12 | | | |
| Total 5000 · Payroll Expenses | 705,357.54 | 1,388,600.00 | -683,242.46 | 50.8% |
| 5100 · Program Expenses | | | | |
| 5110 · Concession & Merchandise Exp. | 0.00 | 8,900.00 | -8,900.00 | 0.0% |
| 5120 · Program Contract Labor | 850.00 | 5,000.00 | -4,150.00 | 17.0% |
| 5130 · Program Supplies | 17,225.93 | 26,500.00 | -9,274.07 | 65.0% |
| Total 5100 · Program Expenses | 18,075.93 | 40,400.00 | -22,324.07 | 44.7% |
| 5200 · Advertising & Promotion | 2,758.88 | 10,800.00 | -8,041.12 | 25.5% |
| 5210 · Bad Debt | 0.00 | 0.00 | 0.00 | 0.0% |
| 5220 · Bank & Merchant Fees | 3,480.87 | 4,600.00 | -1,119.13 | 75.7% |
| 5230 · Contributions to Others | 3,855.50 | 15,100.00 | -11,244.50 | 25.5% |
| 5240 · Copying & Printing | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| 5260 · Dues, Mbrshps, Subscr, & Pubs | 28,528.81 | 15,000.00 | 13,528.81 | 190.2% |
| 5270 · Education, Training & Staff Dev | 50.00 | 11,000.00 | -10,950.00 | 0.5% |
| 5280 · Equip., Tools & Furn (<\$5k) | | | | |
| 5282 · Office ET&F | 2,054.50 | 15,000.00 | -12,945.50 | 13.7% |
| 5284 · Program ET&F | 964.31 | 10,000.00 | -9,035.69 | 9.6% |
| 5286 · Small Tools & Equipment | 5,095.04 | 5,500.00 | -404.96 | 92.6% |
| 5280 · Equip., Tools & Furn (<\$5k) - Other | 3,646.01 | | | |
| Total 5280 · Equip., Tools & Furn (<\$5k) | 11,759.86 | 30,500.00 | -18,740.14 | 38.6% |
| 5290 · Equipment Rental | 8,112.28 | 92,100.00 | -83,987.72 | 8.8% |
| 5300 · Insurance | 72,907.00 | 56,000.00 | 16,907.00 | 130.2% |
| 5310 · Interest Expense | 6.58 | 900.00 | -893.42 | 0.7% |
| 5320 · Miscellaneous Expense | 5.00 | 400.00 | -395.00 | 1.3% |
| 5330 · Professional & Outside services | | | | |
| 5332 · Accounting | 50,665.52 | 24,000.00 | 26,665.52 | 211.1% |
| 5334 · Legal | 4,067.80 | 25,000.00 | -20,932.20 | 16.3% |
| 5336 · Engineering | 4,185.00 | 100,000.00 | -95,815.00 | 4.2% |
| 5338 · Other Prof. & Outside Labor | 47,204.58 | 136,000.00 | -88,795.42 | 34.7% |
| Total 5330 · Professional & Outside services | 106,122.90 | 285,000.00 | -178,877.10 | 37.2% |
| 5340 · Postage & Delivery | 284.90 | 2,000.00 | -1,715.10 | 14.2% |
| 5350 · Rent-Facility use fees | 2,547.50 | 9,500.00 | -6,952.50 | 26.8% |
| 5360 · Repair & Maintenance | | | | |
| 5361 · Building R&M | 1,254.87 | 13,000.00 | -11,745.13 | 9.7% |
| 5362 · Equipment R&M | 2,728.39 | 18,000.00 | -15,271.61 | 15.2% |
| 5363 · General R&M | 21,621.94 | 10,000.00 | 11,621.94 | 216.2% |
| 5364 · Grounds R&M | 4,182.58 | 40,000.00 | -35,817.42 | 10.5% |
| 5365 · Pool R&M | 8,664.18 | 18,000.00 | -9,335.82 | 48.1% |

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PRPD

Profit & Loss Budget vs. Actual

02/01/21

July 2020 through January 2021

Accrual Basis

| | Jul '20 - Jan 21 | Budget | \$ Over Budget | % of Budget |
|--|----------------------|---------------------|----------------------|-------------------|
| 5366 · Vehicle R&M | 5,393.61 | 10,000.00 | -4,606.39 | 53.9% |
| 5367 · Janitorial | 3,424.63 | 10,510.00 | -7,085.37 | 32.6% |
| 5368 · Security | 1,872.55 | 5,000.00 | -3,127.45 | 37.5% |
| 5369 · Vandalism | 92.90 | 500.00 | -407.10 | 18.6% |
| Total 5360 · Repair & Maintenance | 49,235.65 | 125,010.00 | -75,774.35 | 39.4% |
| 5370 · Supplies - Consumable | | | | |
| 5372 · Office Supplies | 3,419.38 | 8,500.00 | -5,080.62 | 40.2% |
| 5374 · Safety & staff supplies | 7,597.56 | 5,000.00 | 2,597.56 | 152.0% |
| Total 5370 · Supplies - Consumable | 11,016.94 | 13,500.00 | -2,483.06 | 81.6% |
| 5380 · Taxes, Lic., Notices & Permits | 3,393.13 | 3,000.00 | 393.13 | 113.1% |
| 5390 · Telephone & Internet | 9,616.23 | 25,000.00 | -15,383.77 | 38.5% |
| 5400 · Transportation, Meals & Travel | | | | |
| 5402 · Air, Lodging & Other Travel | 0.00 | 6,000.00 | -6,000.00 | 0.0% |
| 5404 · Fuel | 7,727.70 | 16,300.00 | -8,572.30 | 47.4% |
| 5406 · Meals | 693.01 | 2,400.00 | -1,706.99 | 28.9% |
| 5408 · Mileage & Auto Allowance | 0.00 | 4,300.00 | -4,300.00 | 0.0% |
| Total 5400 · Transportation, Meals & Travel | 8,420.71 | 29,000.00 | -20,579.29 | 29.0% |
| 5410 · Utilities | | | | |
| 5412 · Electric & Gas | 22,067.84 | 66,000.00 | -43,932.16 | 33.4% |
| 5414 · Water | 13,169.28 | 20,000.00 | -6,830.72 | 65.8% |
| 5416 · Garbage | 7,772.90 | 11,000.00 | -3,227.10 | 70.7% |
| Total 5410 · Utilities | 43,010.02 | 97,000.00 | -53,989.98 | 44.3% |
| Total Expense | 1,088,546.23 | 2,257,410.00 | -1,168,863.77 | 48.2% |
| Net Ordinary Income | 40,127,065.64 | -139,910.00 | 40,266,975.64 | -28,680.6% |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 9999 · Misc. Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Other Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Net Other Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Net Income | 40,127,065.64 | -139,910.00 | 40,266,975.64 | -28,680.6% |

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02/01/21
Accrual Basis

PRPD
Profit & Loss
January 2021

Attachment C

| | Jan 21 |
|---|--------------|
| Ordinary Income/Expense | |
| Income | |
| 4100 · Tax Revenue | 1,420,632.65 |
| 4200 · Impact Fee revenue | 11,975.28 |
| 4300 · Program Income | 3,408.68 |
| 4400 · Donation & Fundraising Income | 56.00 |
| 4600 · Other Revenue | 110.61 |
| 4900 · Interest Income | 20,656.10 |
| | 20,656.10 |
| Total Income | 1,456,839.32 |
| Gross Profit | 1,456,839.32 |
| Expense | |
| 5000 · Payroll Expenses | |
| 5010 · Wages & Salaries | 67,555.43 |
| 5020 · Employer Taxes | 4,871.15 |
| 5030 · Employee Benefits | 13,361.27 |
| 5040 · Workers Comp Expense | 0.00 |
| 5060 · Other Personnel Costs | 85.00 |
| 5070 · (Subsidized Personnel Costs) | 24.12 |
| | 24.12 |
| Total 5000 · Payroll Expenses | 85,896.97 |
| 5100 · Program Expenses | |
| 5120 · Program Contract Labor | 150.00 |
| 5130 · Program Supplies | 1,825.42 |
| | 1,825.42 |
| Total 5100 · Program Expenses | 1,975.42 |
| 5200 · Advertising & Promotion | 1,639.81 |
| 5220 · Bank & Merchant Fees | 358.05 |
| 5230 · Contributions to Others | 1,252.75 |
| 5260 · Dues, Mbrshps, Subscr, & Pubs | 830.94 |
| 5280 · Equip., Tools & Furn (<\$5k) | |
| 5282 · Office ET&F | 192.66 |
| 5286 · Small Tools & Equipment | 1,208.47 |
| 5280 · Equip., Tools & Furn (<\$5k) - Other | 2,956.43 |
| | 2,956.43 |
| Total 5280 · Equip., Tools & Furn (<\$5k) | 4,357.56 |
| 5290 · Equipment Rental | 1,137.49 |
| 5330 · Professional & Outside services | |
| 5332 · Accounting | 22,457.12 |
| 5334 · Legal | -1,540.00 |
| 5338 · Other Prof. & Outside Labor | 6,832.01 |
| | 6,832.01 |
| Total 5330 · Professional & Outside services | 27,749.13 |
| 5350 · Rent-Facility use fees | 1,273.75 |
| 5360 · Repair & Maintenance | |
| 5361 · Building R&M | 331.92 |
| 5362 · Equipment R&M | 19.40 |
| 5363 · General R&M | 1,955.18 |
| 5365 · Pool R&M | 1,397.33 |
| 5366 · Vehicle R&M | 92.97 |
| 5367 · Janitorial | 177.24 |
| 5368 · Security | 151.45 |
| | 151.45 |
| Total 5360 · Repair & Maintenance | 4,125.49 |
| 5370 · Supplies - Consumable | |
| 5372 · Office Supplies | 342.97 |
| 5374 · Safety & staff supplies | 253.50 |
| | 253.50 |
| Total 5370 · Supplies - Consumable | 596.47 |
| 5380 · Taxes, Lic., Notices & Permits | 367.00 |
| 5390 · Telephone & Internet | 1,776.23 |
| 5400 · Transportation, Meals & Travel | |

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02/01/21

Accrual Basis

PRPD
Profit & Loss
January 2021

| | <u>Jan 21</u> |
|--|----------------------------|
| 5404 · Fuel | 1,041.56 |
| 5406 · Meals | 76.46 |
| Total 5400 · Transportation, Meals & Travel | 1,118.02 |
| 5410 · Utilities | |
| 5412 · Electric & Gas | 2,766.82 |
| 5414 · Water | 3,396.34 |
| 5416 · Garbage | 914.53 |
| Total 5410 · Utilities | 7,077.69 |
| Total Expense | 141,532.77 |
| Net Ordinary Income | 1,315,306.55 |
| Net Income | <u>1,315,306.55</u> |

PRPD
Recovery Project
July 2020 through January 2021

| | Total Recovery Project |
|---|-------------------------------|
| Ordinary Income/Expense | |
| Income | |
| 4600 · Other Revenue | 935,790.78 |
| Total Income | 935,790.78 |
| Gross Profit | 935,790.78 |
| Expense | |
| 5280 · Equip., Tools & Furn (<\$5k) | |
| 5284 · Program ET&F | 284.24 |
| 5286 · Small Tools & Equipment | 1,634.30 |
| 5280 · Equip., Tools & Furn (<\$5k) - Other | 689.58 |
| Total 5280 · Equip., Tools & Furn (<\$5k) | 2,608.12 |
| 5290 · Equipment Rental | 5,055.70 |
| 5330 · Professional & Outside services | |
| 5336 · Engineering | 2,985.00 |
| 5338 · Other Prof. & Outside Labor | 3,897.88 |
| Total 5330 · Professional & Outside services | 6,882.88 |
| 5360 · Repair & Maintenance | |
| 5362 · Equipment R&M | 2,167.04 |
| 5363 · General R&M | 14,204.09 |
| 5364 · Grounds R&M | 473.91 |
| 5365 · Pool R&M | 210.43 |
| 5366 · Vehicle R&M | 56.45 |
| 5368 · Security | 750.72 |
| 5369 · Vandalism | 0.00 |
| Total 5360 · Repair & Maintenance | 17,862.64 |
| 5370 · Supplies - Consumable | |
| 5374 · Safety & staff supplies | 269.86 |
| Total 5370 · Supplies - Consumable | 269.86 |
| 5390 · Telephone & Internet | 35.89 |
| 5400 · Transportation, Meals & Travel | |
| 5404 · Fuel | 344.10 |
| 5406 · Meals | 0.00 |
| Total 5400 · Transportation, Meals & Travel | 344.10 |
| 5410 · Utilities | |
| 5416 · Garbage | 2,022.18 |
| Total 5410 · Utilities | 2,022.18 |
| Total Expense | 35,081.37 |
| Net Ordinary Income | 900,709.41 |
| Net Income | 900,709.41 |

Staff Report

February 10, 2021



DATE: 1/29/2021
 TO: PRPD Board of Directors
 FROM: Jeff Dailey, Recreation Supervisor
 SUBJECT: 2020 Concow and Paradise Pool Report

1. Overview

In the second summer following the Camp Fire, the Paradise Recreation and Park District was able to put together a full season of successful aquatic programming at both the Paradise and Concow Pools. With COVID-19 preventing other programs from happening, aquatics were able to take place at outdoor pools with extra measures in place. Challenges at both pools included new training, physical distancing, extra sanitation, and the wearing of face masks when not in the water. Both pools offered recreational swimming and lessons, with the Paradise Pool also holding aqua aerobics and adult swim times.

- a. Dates of operation: Concow, June 22-August 8 (42 days open)
 Paradise, June 22-August 8 (42 days open)
 Aqua Aerobics continued through September 2.

An annual participation comparison (Attachment A), and annual comparison of revenue and expenses (Attachment B), are presented.

2. Programming and Participation

Both pool programs offered Red Cross Certified Swim Lessons along with recreational swimming. The Paradise Pool was also host to the Piranhas swim team and very popular aqua aerobics program. PRPD was awarded a first time swimmer scholarship through the Butte County Public Health Department. The program funded swim lessons for first time swimmers and allowed a total of 8 children to free swim lessons. The Paradise High School Swim Team did not swim use the Paradise Pool in 2020 due to COVID-19.

Table 1. Number of Individual Participants in Program Area

| Program | Concow Pool | Paradise Pool |
|--------------------|-------------|---------------|
| Group Lessons | 19 | 49 |
| Private Lessons | 0 | 0 |
| Recreation Swim | 629 | 858 |
| Private Rental | 0 | 735 |
| Lifeguard Training | 1 | 0 |
| PHS Swim Team | 0 | 0 |
| Piranhas Swim Team | 0 | 34 |
| Aqua Aerobics | 0 | 256 |

A comparison of annual participation is provided (Attachment A).

3. Facility

The maintenance required to get the pools up and running was nowhere near the previous summer after the Camp Fire. Prior to the pools being opened the pumps were brought on-line, the chemicals balanced, and the facilities cleaned for public usage. The water at the Paradise Pool was certified potable by the Paradise Irrigation District at the beginning of the season. While the pool water well was intact and functioning at the Concow Pool, the potable water well at the Concow Pool/School was damaged from the fire and staff provided potable water and portable restrooms during the season.

On September 9th the power to the Paradise Pool was turned off for PG&E's PSPS (Public Safety Power Shutoff).

With the pools filtering pump off and heavy smoke from the Bear Fire, the pool became contaminated with ash. This in combination with unhealthy air quality caused the swim season to end prematurely.

4. Staffing

The Paradise Pool was headed up by longtime manager Trisha Colwell, and the Concow Pool had Emilia Erickson return as the manager. We had eleven returning lifeguards that helped to staff both swim pools. Depending on how many lifeguards are coming back in 2021, we will need do some recruiting and training. An extra responsibility of the lifeguards included enforcing social distancing and mask wearing of anyone not in the pool. They also had the task of taking everyone’s temperature that interred the pool area.

5. Fiscal Impact

The 2020 profit and loss report for the Paradise and Concow Swim Pools (Attachment B) are presented. The fees may be summarized as follows:

| Class | 2020 | 2021 (Recommended) | Notes |
|--------------------------------------|----------|-----------------------|---------------------------------|
| REC. SWIM SESSION | | | |
| Child and Adult | \$3.00 | | Raised from \$2 to \$3 in 2015. |
| CLASSES | | | |
| Level I-VII | \$43.00 | | Raised from \$42 in 2018. |
| Aqua Aerobics | \$3.00 | | New class for 2020 |
| Lifeguard Training | \$235.00 | | Raised from \$225 in 2016. |
| W.S.I. | - | | No classes since 2013. |
| Private Lessons | \$15.00 | | Same since 2013. |
| PASSES (20 visits) | | | |
| Family/Gen. | \$45.00 | | Raised from \$30 in 2015 |
| POOL RENTAL (1hr/2guards) | | | |
| | \$94.00 | | Raised from \$88 in 2017. |

While several areas are likely overdue for consideration of rates, given the rebuilding mode of the community and programs, we suggest that these be considered next year and that we seek alternatives (sponsorships/donations) to subsidize our costs.

6. Recommendations for Next Season

Moving forward toward the 2021 summer swim pool season, there are several things that we will want to add and improve on.

- Continue and adjust new format to future reports, the main reason is to provide a consistent format and collection of data that utilizes our new accounting system and allow more focus on revenue and expense strategies.
- With a smaller lifeguard crew, staffing sometimes presented challenges during the season. We will need to recruit and train more lifeguards in the future as staff move on and do not return.
- Consider purchasing CPR training manikins to train new lifeguards and other PRPD staff in house. In the past PRPD has had to borrow manikins from other districts and not always been able to get them when needed.
- On the revenue side, we will explore options to develop additional programming and rentals to encourage additional use during the season. This may include new classes and events.
- Develop a list of short-term and long-term pool improvements, costs, and funding sources.

7. Discussion

We anticipate a more regular schedule with next year. The pools are showing their age. Staff is working with the Golden Feather School District to develop some options for funding to improve the Concow Pool and schoolhouse complex.

A goal for next year will be to increase utilization of the pool through more variety of programming and promotion of rentals and events.

8. Photographs



**Attachments:**

- A. Paradise Recreation and Park District - Annual Comparison of Pool Participation
- B. Paradise Recreation and Park District – Annual Comparison of Pool Revenue and Expenses

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1/28/2021

Paradise Recreation and Park District - Annual Comparison of Pool Participation

| Annual Comparison | | Year Begins: | | | | | | | | | | Average |
|-----------------------------------|--|--------------|-------------|------------|-------------|-------------|------------|------------|--|--|------|---------------|
| TREND | | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | | | | |
| Concow | | | | | | | | | | | | |
| Attendance | | | | | | | | | | | | |
| Recreation Swim | | 859 | 873 | 671 | 1135 | 1207 | 513 | 629 | | | | 841.0 |
| Paid Admission | | 660 | 633 | 434 | 601 | 673 | 326 | 196 | | | | 503.3 |
| Pass Admission | | 199 | 240 | 237 | 534 | 534 | 187 | 433 | | | | 337.7 |
| Lessons | | 225 | 139 | 230 | 195 | 327 | 20 | 19 | | | | 165.0 |
| Total Attendance | | 1084 | 1012 | 901 | 1330 | 1534 | 533 | 648 | | | | 1006.0 |
| Additional Information (#) | | | | | | | | | | | | |
| Swim Season (days) | | 58 | 49 | 42 | | | | | | | | 53.5 |
| Days Open | | 49 | 42 | | | | | | | | 45.5 | |
| Swim Sessions | | 49 | 42 | | | | | | | | 45.5 | |
| Classes | | 9 | 9 | | | | | | | | 9.0 | |
| Private Lessons | | 0 | 0 | | | | | | | | - | |
| Rentals | | 0 | 0 | | | | | | | | - | |

Paradise Recreation and Park District - Annual Comparison of Pool Participation

| Annual Comparison | | Year Begins: | | | | | | | | | | Average |
|-----------------------------------|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--|--|--|---------|
| | | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | | | | |
| TREND | | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | | | | |
| Attendance | | | | | | | | | | | | |
| Recreation Swim | | 6156 | 5168 | 6404 | 6142 | 5773 | 816 | 858 | | | | |
| Lessons | | 532 | 543 | 557 | 523 | 310 | 46 | 49 | | | | |
| Group | | 340 | 351 | 331 | 344 | 230 | 11 | 49 | | | | |
| Private | | 192 | 192 | 226 | 179 | 80 | 35 | 0 | | | | |
| Rentals | | 2,240 | 1,925 | 2,800 | 2,310 | 3,290 | 385 | 735 | | | | |
| Teams | | | | | | | 31 | 34 | | | | |
| Aqua Aerobics | | | | | | | | 256 | | | | |
| | | | | | | | | | | | | |
| Total Attendance | | 8,928 | 7,636 | 9,761 | 8,975 | 9,373 | 1,278 | 1,932 | | | | |
| Additional Information (#) | | | | | | | | | | | | |
| Swim Season (days) | | | | | | | 21 | 49 | | | | |
| Days Open | | | | | | | 21 | 42 | | | | |
| Swim Sessions | | | | | | | 21 | 42 | | | | |
| Classes | | | | | | | 5 | 6 | | | | |
| Private Lessons | | 161 | 183 | 178 | 170 | 79 | 35 | 0 | | | | |
| Rentals | | 64 | 55 | 80 | 66 | 94 | 11 | 21 | | | | |
| Total Team Hours | | 214 | 322 | 320 | 301 | 217 | 127 | 93 | | | | |
| PHS Team Hours | | 106 | 84 | 70 | 84 | 70 | 0 | 87.2 | | | | |
| Piranaha Team Hours | | 214 | 216 | 230 | 215 | 133 | 57 | 93 | | | | |

Note: 1)Pool rental = X 35 people.

Paradise Recreation and Park District - Annual Comparison of Pool Revenue and Expenses.

| | | Annual Comparison | | | | | | | | | | Average | Stdev | |
|--------------------------|--|-------------------|--------------|-------------|-------------|-------------|-------------|-------------|--|--|--|---------|-------------|-----------|
| | | TREND | Year Begins: | | | | | | | | | | | |
| | | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | | | | | | |
| Concow | | | | | | | | | | | | | | |
| Profit and Loss | | | | | | | | | | | | | | |
| Income | | \$ 2,556 | \$ 3,365 | \$ 2,387 | \$ 2,542 | \$ 3,106 | \$ 1,871 | \$ 2,275 | | | | | \$ 2,586 | \$ 505 |
| Expenses | | \$ 10,021 | \$ 11,184 | \$ 12,030 | \$ 14,065 | \$ 16,652 | \$ 14,388 | \$ 10,394 | | | | | \$ 12,676 | \$ 2,435 |
| Net Income (Loss) | | \$ (7,465) | \$ (7,819) | \$ (9,643) | \$ (11,523) | \$ (13,546) | \$ (12,517) | \$ (8,119) | | | | | \$ (5,886) | \$ 5,502 |
| Paradise | | | | | | | | | | | | | | |
| Profit and Loss | | | | | | | | | | | | | | |
| Income | | \$ 47,752 | \$ 45,900 | \$ 55,036 | \$ 51,573 | \$ 43,144 | \$ 12,445 | \$ 16,529 | | | | | \$ 38,911 | \$ 17,159 |
| Expenses | | \$ 78,588 | \$ 79,029 | \$ 98,617 | \$ 86,194 | \$ 95,857 | \$ 39,430 | \$ 64,045 | | | | | \$ 77,394 | \$ 20,381 |
| Net Income (Loss) | | \$ (30,836) | \$ (33,129) | \$ (43,581) | \$ (34,621) | \$ (52,713) | \$ (26,985) | \$ (47,516) | | | | | \$ (22,448) | \$ 21,028 |

Note: 1) 2020 Paradise Pool expense includes new starting blocks for \$16,152.

Staff Report

February 10, 2021



DATE: 1/25/2021
 TO: Board of Directors
 FROM: Kristi Sweeney, Assistant District Manager
 SUBJECT: Resolution #21-02-1-495 Workers Compensation for Volunteers

Summary

Staff seek Board approval of the resolution to update the District's policy as it relates to non-paid persons eligible to receive workers' compensation while performing services for the District to include volunteers, members of the District governing body, individuals on work-study programs, and interns.

Recommendation: Approve resolution #21-02-1-495 as presented.

1. Background

In 1994 the Board of Directors approved Resolution #94-3-1 designating volunteers would be entitled to workers' compensation benefits if an injury were sustained while performing services for the District. Upon review of this 1994 action, Mr. Matt Duarte of CAPRI has recommended the Board of Directors update this policy to include others who may provide non-paid services for the District. Mr. Duarte states in part:

"The 1994 iteration you sent does not clarify whether or not "volunteers" would include your Board members for workers' compensation purposes. We think it should and our sample allows your Board to select that option. Absent such a designation, there may be confusion as to whether a Board member who received a meeting stipend is entitled to "volunteer" status.

The 1994 version also defines volunteer as "...unsalaried person performing volunteer services for this district under the direction and control of the Board of Directors of this district..." We believe this to be too narrow a definition and may be susceptible to challenge (i.e. "I was performing at the direction of district staff, not the district board"). The attached sample utilizes the catchall of Labor Code section 3363.5 and we think more fully encapsulates the district's intent."

2. Fiscal Impact

The District does not anticipate any additional costs related to this new resolution. The intent of the original resolution #94-3-1 was to provide workers' compensation benefits for volunteers, should they be injured as a result of their volunteer work with the District. This new resolution does not increase benefits, but rather adds clarity to the definition of a volunteer engaged in service for the District.

3. Recommendation: Approve resolution #21-02-1-495 as presented.

Attachments:

- A. Resolution #21-02-1-495

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0210/2021.0210.Res. 495.WC.Volunteers.Staff.Report.docx
2/2/2021



Paradise Recreation & Park District

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

RESOLUTION #21-02-1-495

**RESOLUTION OF THE GOVERNING BODY OF THE
PARADISE RECREATION AND PARK DISTRICT
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL
BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF
PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN
INDIVIDUALS WHILE PROVIDING THEIR SERVICES**

WHEREAS, the Paradise Recreation and Park District utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, in adopting this resolution, the Paradise Recreation and Park District Board of Directors rescinds Resolution 94.3.1 adopted on March 8, 1994 (attachment A); and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

1. All Members of the Governing Body of the Paradise Recreation and Park District as presently or hereafter constituted and/or
2. All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
3. Individuals on Work-study programs
4. Interns
5. Other Volunteers

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing

Resolution #21-02-1-495
Workers' Compensation – Volunteers
Page -2-

Body Member and other designated individuals be deemed to be employees of the Paradise Recreation and Park District for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the Paradise Recreation and Park District for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the Paradise Recreation and Park District.

BE IT FURTHER RESOLVED, in adopting this resolution, the Paradise Recreation and Park District Board of Directors rescinds Resolution 94.3.1 adopted on March 8, 1994 (attachment A).

PASSED AND ADOPTED by the Paradise Recreation and Park District Board of Directors on the 10th day of February 2021 by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

Mary Bellefeuille, Board Chairperson

Robert Anderson, Board Secretary

PARADISE RECREATION AND PARK DISTRICT
RESOLUTION #94-3-1

RESOLUTION RE VOLUNTEERS

WHEREAS various residents of this community perform volunteer services on behalf of this district without compensation; and

WHEREAS it is the desire of the Board of Directors of this district to provide workers' compensation benefits to these volunteers; and

WHEREAS under Labor Code Section 3361.5 this district, by resolution of this Board of Directors, may designate volunteer unsalaried persons to be deemed employees of this district for workers' compensation purposes and thereby entitle them to workers' compensation benefits for any injury sustained while performing services for this district.

NOW, THEREFORE, BE IT RESOLVED that a volunteer unsalaried person performing volunteer services for this district under the direction and control of the Board of Directors of this district shall be entitled to workers' compensation benefits for any injury sustained while engaged in the performance of such services pursuant to Labor Code Section 3361.5.

PASSED AND ADOPTED this 8th day of March, 1994 by the following vote:

AYES: 4 NOES: 0 ABSTAIN: 0 ABSENT: 1



RONDA HOFFMAN, Chair

ATTEST:



LES JOHNSON, Secretary

Staff Report

February 10, 2021



DATE: 2/2/2021
 TO: Board of Directors
 FROM: Kristi Sweeney, Assistant District Manager
 SUBJECT: Camp Fire Pet Memorial Location and Agreement

Summary

Review design plan from citizen's group to install a pet/wildlife memorial at Bille Park to honor the animals lost during the Camp Fire, and direct staff to complete an agreement with Paradise Animal Shelter Helpers (PASH) for ongoing care and maintenance of the memorial.

Recommendation: 1) Approve of location and installation of the pet memorial and 2) authorize the District Manager to complete the maintenance agreement with PASH.

1. Background

Shortly after the Camp Fire, a group of citizens began fundraising for a memorial dedicated to pets and wildlife lost during the fire. Upon earning sufficient funding, the group purchased a granite slab and hired an artist to engrave the stone. The group originally wanted to install the memorial at Paradise Community Park but was unable to move the project forward with the Town. The citizen group then approached the District about the potential to install the memorial at one of our parks.

On September 1, 2020 the Park and Recreation Committee met with staff, a PASH Board Member, and Gina Schaeffer (citizen group organizer) to tour Moore Road Park and Bille Park to consider possible memorial locations. Ms. Schaeffer photographed various locations to discuss with the citizen's group. The group identified Bille Park as their top choice and sought approval from the District Board to install the memorial near the large pavilion, overlooking the canyon.

The District noted concerns about installation costs and the ongoing care and maintenance associated with the memorial. PASH volunteered to set aside funds within their organization and drafted an Memorandum of Understanding (MOU) to formalize the commitment to ongoing care and maintenance. At the time of this report, District legal counsel reviewed the agreement and made significant changes (attached). Staff wanted sufficient opportunity for PASH review and provide approval. Staff therefore recommends that the Board direct the District Manager to complete the agreement with minor changes.

2. Fiscal Impact

Fiscal impact to the District will be minimal as citizen group will fund the installation and PASH will fund ongoing maintenance of the pet memorial.

3. Permits and Environmental Review

Placement of the memorial may require a permit from the town of Paradise. Applicant has been directed to complete these requirements.

4. Discussion

Residents have demonstrated interest in establishing the pet memorial at one of our beloved parks. Staff have received one call from a concerned citizen that placement of the memorial is more appropriate at Moore Road Park because of the Dog Park. The citizen was critical that the process has taken so long and is very eager to see the pet memorial built wherever it is ultimately located. Staff notes that the Park Committee has reviewed both sites and as most of the costs will be born by the applicant, the project will have minimal impact to operations.

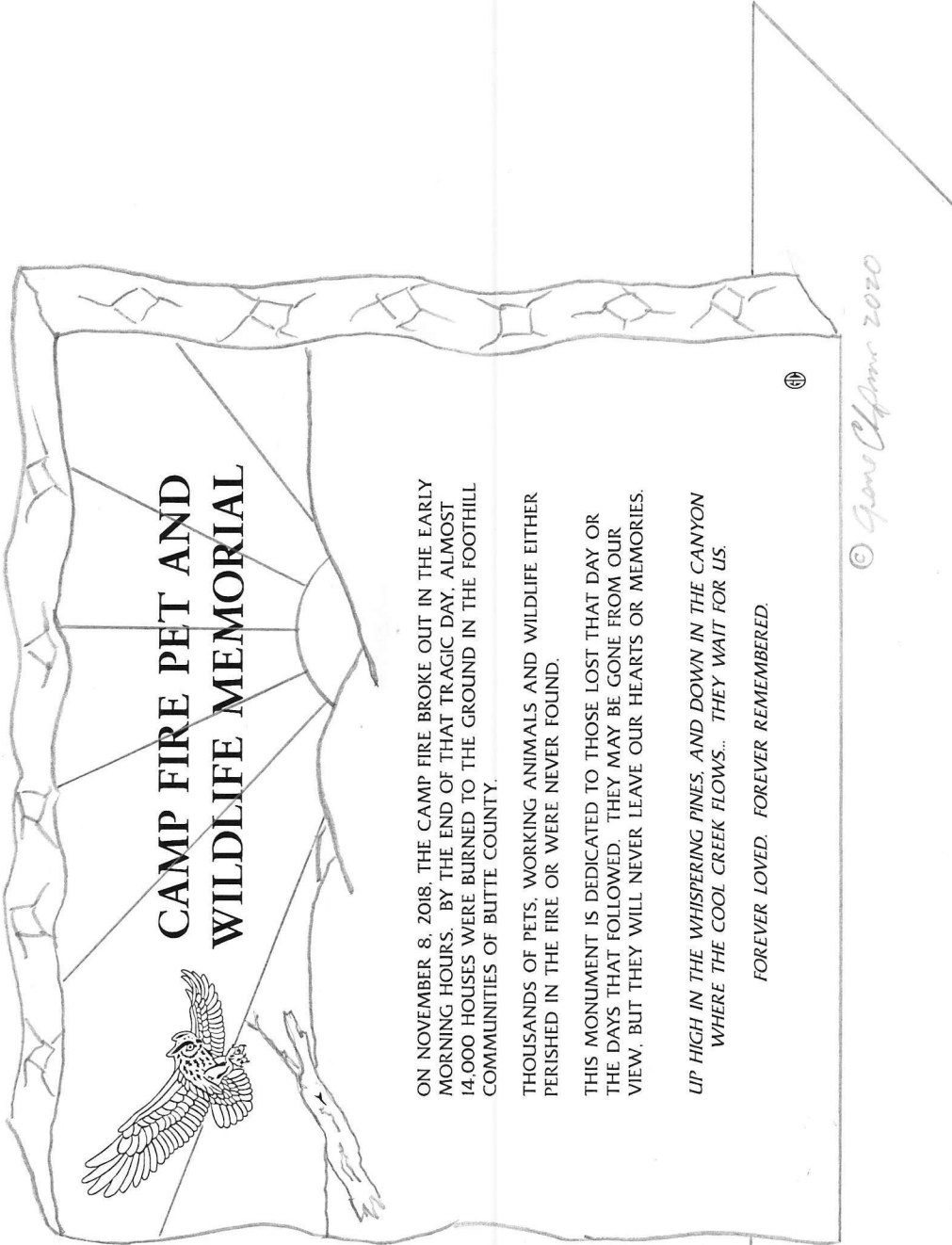
Attachments:

- A. Memorial and site design plan
- B. PASH Agreement

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0210/21.0202_Pet.Memorial.Staff.Report.docx
2/3/2021

GRANITE:

SILVER GROUND
POLISHED FRONT & BACK
ROCK PITCHED 3 SIDES
5'-0" X 0'-8" X 0'-0"



**CAMP FIRE PET AND
WILDLIFE MEMORIAL**



ON NOVEMBER 8, 2018, THE CAMP FIRE BROKE OUT IN THE EARLY MORNING HOURS. BY THE END OF THAT TRAGIC DAY, ALMOST 14,000 HOUSES WERE BURNED TO THE GROUND IN THE FOOTHILL COMMUNITIES OF BUTTE COUNTY.

THOUSANDS OF PETS, WORKING ANIMALS AND WILDLIFE EITHER PERISHED IN THE FIRE OR WERE NEVER FOUND.

THIS MONUMENT IS DEDICATED TO THOSE LOST THAT DAY OR THE DAYS THAT FOLLOWED. THEY MAY BE GONE FROM OUR VIEW, BUT THEY WILL NEVER LEAVE OUR HEARTS OR MEMORIES.

UP HIGH IN THE WHISPERING PINES, AND DOWN IN THE CANYON
WHERE THE COOL CREEK FLOWS... THEY WAIT FOR US.

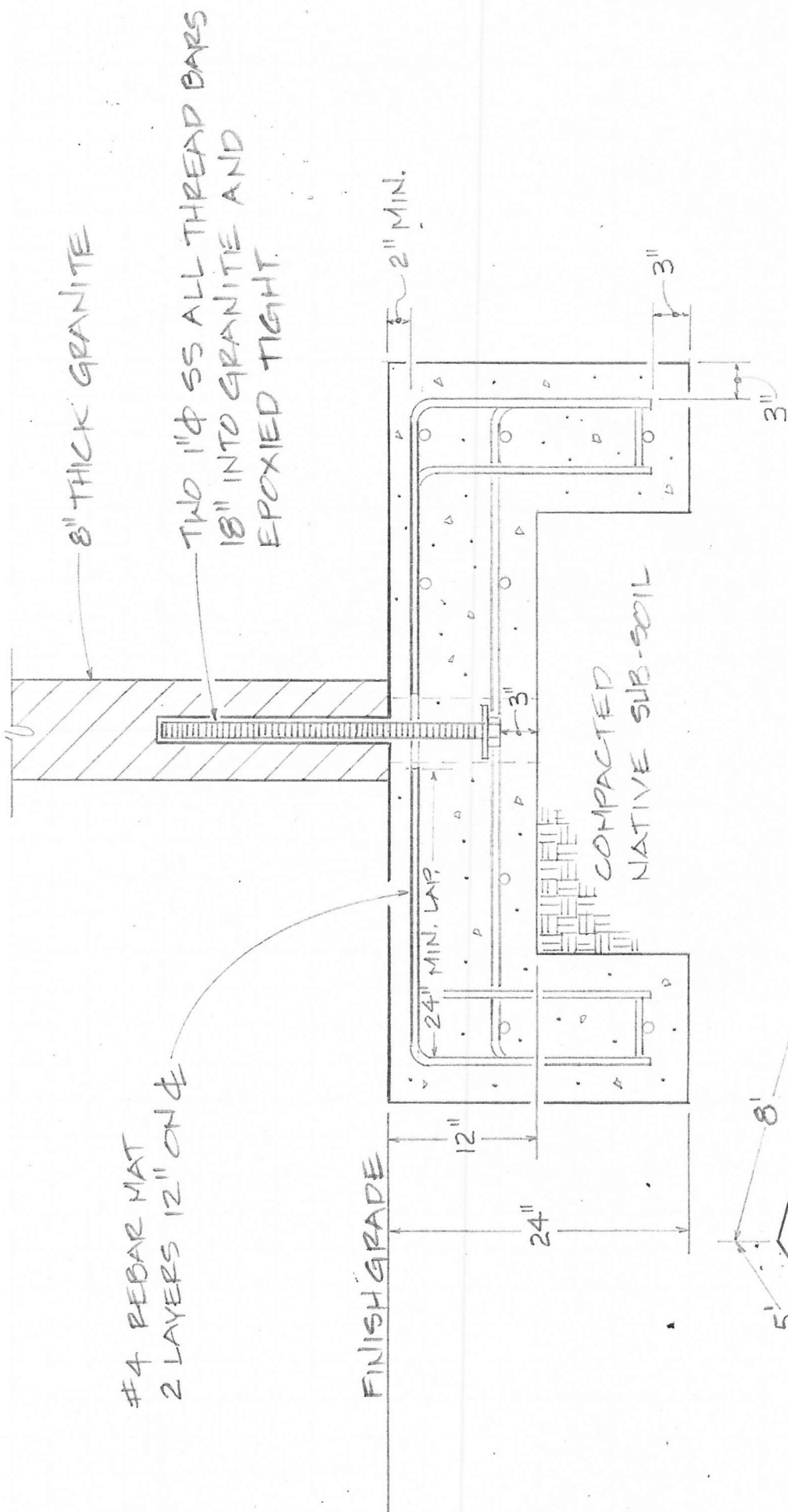
FOREVER LOVED. FOREVER REMEMBERED.



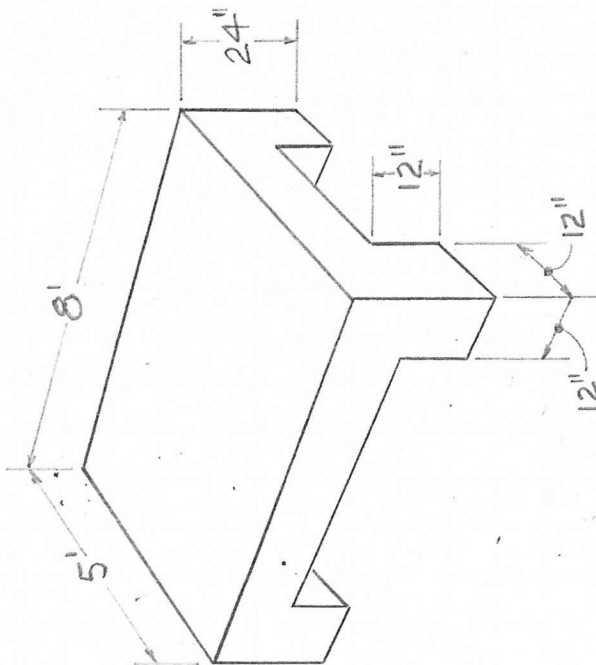
© Gene Chapman 2020

FOUNDATION & ANCHORING, SEE DETAIL SHEET

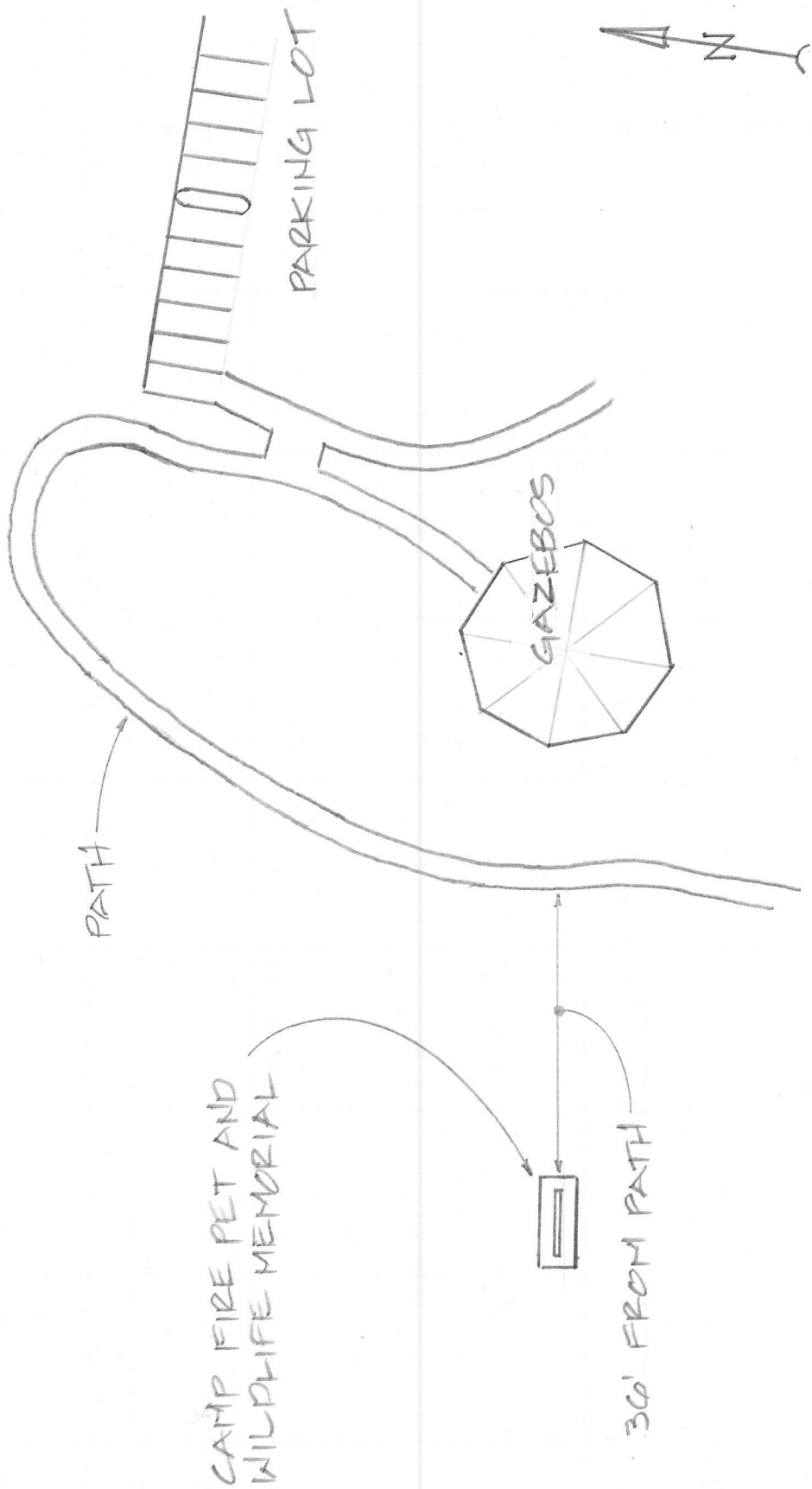
CAMP FIRE PET AND
WILDLIFE MEMORIAL



FOUNDATION & GRANITE
ANCHORING DETAIL
CAMP FIRE PET AND
WILDLIFE MEMORIAL



#4 REBAR MAT
2 LAYERS 12" ON ϕ



CAMP FIRE PET AND
WILDLIFE MEMORIAL
PLACEMENT AT BILLE PARK

Agreement

Between

Paradise Animal Shelter Helpers (PASH)

and

Paradise Recreation and Park District (District)

This Agreement between Paradise Animal Shelter Helpers, a California non-profit public benefit corporation (“PASH”) and Paradise Recreation and Park District, a California recreation and park district (“District”) is executed on the date last set forth below opposite the parties’ signatures (the “Effective Date”) for the maintenance and general upkeep of the Paradise Camp Fire Pet Memorial Monument and site upon which it is situated located at District’s Bille Park (the “Park”) (together, the “Monument”).

Consideration:

District has agreed to allow the Monument to be situated and constructed at the Park conditioned upon PASH, at its sole cost and expense, agreeing to maintain the Monument in good and well-kept condition for the term hereof.

Obligation to Maintain:

In consideration for District allowing the Monument to be situated and constructed at the Park, PASH agrees to maintain, at its sole cost and expense, the Monument in good and well-kept condition.

Without limiting the foregoing, PASH shall be responsible for the following:

- Not less than weekly inspection of the Monument to assure it is and remains in a good and well-kept condition;
- Weekly maintenance of the Monument, including, without limitation, clean-up and removal of rubbish and litter therefrom;
- Seasonal flower planting and gardening at the Monument to keep and maintain it as an attractive, welcoming area; and,
- As soon as practically possible upon request by the District, inspecting the Monument for any damage to or public safety concern affecting the Monument requiring its immediate repair or closure of access to it.

Costs of Repair and Maintenance:

PASH shall be solely responsible for any and all costs of maintenance and repair of the Monument necessary to keep it in a good and well-kept condition pursuant to District standards. PASH agrees that the District shall not be responsible for any cost for the maintenance and/or repair of the Monument.

Term:

The Agreement shall become effective on the Effective Date and shall remain in effect for five years thereafter.

Contact Information

Paradise Animal Shelter Helpers (PASH)
Ellen Michels
Board President
P.O. Box 1021, Paradise, CA 95967
(530) 228-4550

Paradise Recreation and Park District
Dan Efseaff
District Manager
6626 Skyway, Paradise, CA 95969
(530) 872-6393

Executed at Paradise, California on the dates set forth below opposite the parties' signatures.

Paradise Animal Shelter Helpers,
a California non-profit public benefit corporation:

_____ Date: February __, 2021
Ellen Michels, PASH Board President

Paradise Recreation and Park District,
a California recreation and park district

_____ Date: February __, 2021
Dan Efseaff, District Manager



BUTTE LOCAL AGENCY FORMATION COMMISSION

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

TO: Butte County Special Districts
 Butte County Special District Association

FROM: Jill Broderson, Management Analyst

SUBJECT: Election of a Special District *Regular* "Non-Enterprise" Member and a *Alternate* "Enterprise/Non-Enterprise" Member

DATE: February 3, 2021

The Butte Local Agency Formation Commission is calling for nominations to serve on the Commission for:

- One (1) Special District *Regular* "Non-Enterprise" Member. The term for this seat is four years and will begin June 1, 2021 and expire May 31, 2025; and
- One (1) Special District *Alternate* "Enterprise/Non-Enterprise" Member. The term for this seat is four years and will begin June 1, 2021 and expire in May 31, 2025.

At this time, a formal ballot is not required. A written nomination letter will be sufficient if it provides the name of your nominee and the District Board on which he or she serves. The nomination must be made by an official action of your Board of Directors and signed by the appropriate Officer of the Board.

Nomination letters must be returned to Stephen Lucas, Executive Officer, Butte Local Agency Formation Commission, 1453 Downer Street, Suite C, Oroville, California 95965 by Thursday, March 11, 2021, either by U.S. Mail, e-mail or hand delivered. Postmarks of March 11, 2021 will be accepted. Nomination letters received by LAFCO, or postmarked after the closing date, will not be accepted.

If you do not have a District Board meeting scheduled within this time frame and would like to make a nomination, you will have to schedule a special Board meeting.

Should you have any questions or if I can be of any assistance, please feel free to contact me at your convenience.

Attachment

ENTERPRISE SPECIAL DISTRICTS

| | | | |
|--|---------------------------------|-----------------------|--------------|
| Biggs-West Gridley Water District emassa@bwgwater.com | 1713 West Biggs Gridley Highway | Gridley, CA 95948 | 530-846-3317 |
| Butte Water District morme@buttecountywater.net | 735 Virginia Street | Gridley, CA 95948 | 530-846-3100 |
| Durham Irrigation District info@didwater.org jeff@jccarterlaw.com | P.O. Box 98 | Durham, CA 95938 | 530-343-1594 |
| Lake Madrone Water District lmwd.shane@gmail.com vhoggins@minasianlaw.com | 12 Star Road | Berry Creek, CA 95916 | 530-533-2885 |
| Lake Oroville Area Public Utility District manager@loapud.com | 1960 Elgin Street | Oroville, CA 95966 | 530-533-2000 |
| Paradise Irrigation District tlando@paradiseirrigation.com gborrayo@paradiseirrigation.com | 6332 Clark Road | Paradise, CA 95969 | 530-877-4971 |
| Richvale Irrigation District searley@richvaleid.com | P.O. Box 147 | Richvale, CA 95974 | 530-882-4243 |
| Richvale Sanitary District avag2@pulsarco.com | P.O. Box 1 | Richvale, CA 95974 | 530-882-4286 |
| South Feather Water & Power Agency rmoseley@southfeather.com | 2310 Oro-Quincy Highway | Oroville, CA 95966 | 530-533-4578 |
| Thermalito Water & Sewer District jboucher@twsd.info | 410 Grand Avenue | Oroville, CA 95965 | 530-533-0740 |
| Western Canal Water District ted@westerncanal.com | P.O. Box 190 | Richvale, CA 95974 | 530-342-5083 |

NON-ENTERPRISE SPECIAL DISTRICTS

| | | | |
|---|-------------------------------|-----------------------|--------------|
| Bangor Cemetery District bangorcemeterydistrict@outlook.com | P.O. Box 552 | Bangor, CA 95914 | 530-679-0743 |
| Berry Creek Community Service District jeffreyd@live.com | P.O. Box 387 | Berry Creek, CA 95916 | 530-613-4166 |
| Butte County Mosquito & Vector Control District mattball@buttemosquito.com | 5117 Larkin Road | Oroville, CA 95965 | 530-533-6038 |
| Butte County Resource Conservation District thad@bcrad.org | 150 Chuck Yeager Way, Suite A | Oroville, CA 95965 | 530-534-0112 |
| Butte Creek Drainage District ted@westerncanal.com | P.O. Box 190 | Richvale, CA 95974 | 530-342-5083 |
| Buzztail Community Services District robin@wildercustoms.com | P.O. Box 7303 | Richvale, CA 95974 | 972-762-3511 |
| Chico Area Recreation & Park District awillman@chicorec.com | 545 Vallombrosa Avenue | Chico, CA 95926 | 530-895-4711 |
| Drainage District #1 jeff@laughlinspence.com | 1008 Live Oak Boulevard | Yuba City, CA 95991 | 530-671-1008 |
| Drainage District #2 ted@westerncanal.com | P.O. Box 190 | Richvale, CA 95974 | 530-342-5083 |
| Drainage District #100 kcakin@digitalpath.net | P.O. Box 384 | Richvale, CA 95974 | 530-882-4212 |
| Drainage District #200 amclure@minsianlaw.com | P.O. Box 314 | Richvale, CA 95974 | 530-533-2885 |
| Durham Mosquito Abatement District aamadstormnet@gmail.com | P.O. Box 386 | Durham, CA 95938 | 530-345-2875 |
| Durham Recreation & Park District kelly@durhamrec.com districtmanager@durhamrec.com | P.O. Box 364 | Durham, CA 95938 | 530-345-1921 |
| El Medio Fire District emfdfire@sbcglobal.net | 3515 Myers Street | Oroville, CA 95966 | 530-533-4484 |
| Feather River Recreation & Park District shawn@frrpd.com | 1875 Feather River Boulevard | Oroville, CA 95965 | 530-533-2011 |
| Gridley-Biggs Cemetery District gridleybiggscemetery@yahoo.com | P.O. Box 494 | Gridley, CA 95948 | 530-846-2537 |
| Kimshew Cemetery District cemeterywoman1@gmail.com cemeteryman1734@gmail.com | P.O. Box 97 | Magalia, CA 95954 | 530-877-1734 |
| Oroville Cemetery District oroville.district@att.net | 5646 Lincoln Boulevard | Oroville, CA 95966 | 530-533-2920 |
| Oroville Mosquito Abatement District jeff@jccarterlaw.com | P.O. Box 940 | Oroville, CA 95965 | 530-534-8383 |
| Paradise Cemetery District paracem@jps.net | 980 Elliott Road | Paradise, CA 95969 | 530-877-4493 |

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|---|-------------------------------|------------------------------|--------------|
| Paradise Recreation & Park District dfseaff@paradiseprrd.com ccampbell@paradiseprpd.com | 6626 Skyway | Paradise, CA 95969 | 530-872-6393 |
| Pine Creek Cemetery District chiconut@gmail.com | 6454 Kelly Lane | Chico, CA 95973 | 530-894-6532 |
| Reclamation District #833 rd833@outlook.com | P.O. Box 247 | Gridley, CA 95948 | 530-846-3303 |
| Richardson Springs Community Services District bradley.j.olson@gmail.com admin@ywamchico.com | 15850 Richardson Springs Road | Richardson Springs, CA 95973 | 530-893-6750 |
| Richvale Recreation & Park District | P.O. Box 432 | Richvale, CA 95974 | |
| Rock Creek Reclamation District rockcreekreclamation@gmail.com | 5556 Wilson Landing Road | Chico, CA 95926 | 530-345-3412 |
| Sacramento River Reclamation District pminasian@minasianlaw.com | P.O. Box 1679 | Oroville, CA 95965 | 530-533-2885 |
| Thompson Flat Cemetery District ghunsicker@buttecounty.net | 2081 Second Street | Oroville, CA 95965 | 530-552-3478 |
| Upham Cemetery District ericman54@outlook.com | 7096 La Porte Road | Bangor, CA 95914 | 530-713-1163 |