

Paradise Recreation and Park District
Board of Directors Regular Meeting
Terry Ashe Recreation Center
November 8, 2023

MINUTES

1. CALL TO ORDER:

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

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Rodowick led the Pledge of Allegiance.

1.2 ROLL CALL:

Present: Chairperson Steve Rodowick, Vice Chairperson Robert Anderson, Secretary Mary Bellefeuille, Director Al McGreehan, and Director Jen Goodlin

Absent: None

PRPD STAFF:

Present in person: District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, Recreation Supervisor Scott Amick, Park Supervisor Mark Cobb, District Accountant Catherine Merrifield, and Administrative Assistant II (Substitute Board Clerk) Sunny Quigley.

Present online: Board Clerk / Administrative Assistant III Sarah Hoffman

1.3 WELCOME GUESTS:

Present: Scarlett Miller (PHA President) and other PHA Members

Present online: John Stonebraker, Citizen

1.4 SPECIAL PRESENTATION: None

2. PUBLIC COMMENT: None

3. CONSENT AGENDA:

3.1 Board Minutes: Regular Meeting of October 11, 2023

Substitute Board Clerk Quigley requested item 3.1 be pulled for revisions. After Board discussion, District Manager Efseaff recommended the minutes be resubmitted at the December meeting. There was no motion made on Item 3.1.

**3.2 Payment of Bills/Disbursements (Warrants and Checks Report)
Check #56174 – 56278 and ACHs**

3.3 Information Items (Acceptance Only): Safety Committee Minutes of October 19, 2023

Substitute Board Clerk Quigley noted the corrections to the Safety Committee Minutes. Chairperson Rodowick requested a motion on corrected items 3.2 and 3.3.

MOTION: Accept Items 3.2 and 3.3 with corrections. **MADE BY:** Bellefeuille. **SECOND:** Anderson. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

4. COMMITTEE REPORTS (Information Only)

4.1 Personnel Committee Meeting of October 17, 2023 – The committee met to discuss a new Flexible Spending Account (FSA) provider and sending out a Request for Proposal (RFP) to find a Salary Survey Consultant.

Secretary Bellefeuille noted corrections. Substitute Board Clerk Quigley made notes of the suggested corrections.

5. OLD BUSINESS:

5.1 Paradise Horseman’s Association Annual Report (Information Only)

Scarlett Miller (PHA President) presented the Annual Report as per the lease agreement, detailing activities, events, and challenges. Ms. Miller responded to comments and questions of Board members and District Staff. Board members thanked Ms. Miller and complimented the Paradise Horseman’s Association for the active role in the community.

6. NEW BUSINESS:

6.1. Approve new FSA / HSA provider. – Staff are looking to get a new Flexible Spending Account provider (Basic) after HealthSmart dropped the District and will no longer be providing services after December of 2023. Staff researched and sought quotes from new providers and hope to forward with Basic. Recommendation: Authorize the District Manager to enter into an agreement with Basic as the Districts new FSA / HSA provider.

Board Secretary Bellefeuille and Board Clerk Hoffman provided input. The Board discussed and contrasted the new provider’s services with the previous provider’s services. As the costs are likely comparable to the previous provider and a relatively small amount, this will likely minimally impact any District contribution.

Chairperson Rodowick requested public comment. Seeing none, Chairperson Rodowick asked for any further questions from the Board. There were none.

Chairperson Rodowick then asked for a motion.

MOTION: Authorize the District Manager to enter into an agreement with Basic as the District's new FSA / HSA provider and provide details at a future District report. **MADE BY:** McGreehan. **SECOND:** Goodlin. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

6.2. Approve the Fiscal Year 2023-2024 Salary Scale Update – California State law passed only a few weeks ago, increases minimum wage to \$16.00/hour starting January 1, 2024. Staff proposes a wage increase for all part-time positions to maintain compliance with California State law and wage distribution across all part time positions and steps. Recommendation: Approve the updated Fiscal Year 2023-2024 Salary Scale as presented to take effect January 1, 2024.

District Manager Efseaff presented the agenda item. Director McGreehan queried about the competitiveness of the current Salary Scale, stating that a third-party review would be necessary. Chairperson Rodowick noted the compliance of the increase. District Manager Efseaff noted that as per previous BOD direction, the District is pursuing a consultant to examine the District's overall salary structure.

Chairperson Rodowick requested public comment. Seeing none, Chairperson Rodowick then asked for any further questions from the Board. There were none.

Chairperson Rodowick then asked for a motion.

MOTION: Approve the updated Fiscal Year 2023-2024 Salary Scale as presented to take effect January 1, 2024. **MADE BY:** Bellefeuille. **SECOND:** McGreehan. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

6.3 Approve the Memorandum of Understanding between PRPD and Paradise Rotary – The Rotary Club of Paradise and the Paradise Rotary Foundation would like to enter into a Memorandum of Understanding (MOU) regarding a financial donation for playground equipment that will be utilized at the future Lakeridge Park. Recommendation: Approve the MOU between the Rotary Club of Paradise, Paradise Rotary Foundation, and PRPD and authorize the District Manager to sign the agreement on behalf of the District.

District Manager Efseaff summarized the agenda item. The Board asked questions for clarification. District Manager Efseaff noted wording changes that were needed in the MOU, Director McGreehan clarified the changes.

Chairperson Rodowick asked if there were any public comments, to which citizen Stonebraker expressed thanks to Rotary for their generosity on the playground timeline and approved of the MOU.

Chairperson Rodowick then asked if there were any further questions from the Board. There were none.

Chairperson Rodowick then asked for a motion.

MOTION: Approve the MOU between the Rotary Club of Paradise, Paradise Rotary Foundation, and PRPD and authorize the District Manager to sign the agreement on behalf of the District. **MADE BY:** Bellefeuille. **SECOND:** McGreehan. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

6.4 Approve the Agreement between Paradise Recreation and Park District (PRPD) and California Special Districts Association (CSDA) – Staff is looking to sign a new 2-year agreement to retain CSDA financial consultant services. These services have been a great benefit to the District Accountant. Recommendation: Approve the agreement between PRPD and CSDA and authorize the District Manager to sign the agreement on behalf of the District.

District Manager Efseaff provided a summary and District Accountant Merrifield clarified the services provided.

Chairperson Rodowick asked for but did not receive any public comment. Chairperson Rodowick asked for any further questions from the Board.

Seeing none, Chairperson Rodowick then asked for a motion.

MOTION: Approve the agreement between PRPD and CSDA and authorize the District Manager to sign the agreement on behalf of the District **MADE BY:** McGreehan. **SECOND:** Goodlin. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

RECESS:

Director McGreehan requested a recess at 7:29 p.m.

The public meeting was reconvened by Chairperson Rodowick at 7:35 p.m.

7. REPORTS:

7.1 District Report

District Manager Efseaff summarized Golden Feather Unified School District (GFUSD) updates for using Concow School for programming and meeting space.

Park Supervisor Cobb updated the Board on improvements at the Bille Park Expansion including the California Conservation Corps (CCC) work on the trails and Staff work on the Grotto bridge. The CCC also continues to help with brush clearance at Lakeridge and Oak Creek. He also noted that the kayak container at Paradise Lake was painted, and a mural is in progress. Supervisor Cobb also gave updates on the Rink, stating that materials and equipment were still delayed from the vendor, *Glice*.

Recreation Supervisor Amick detailed efforts by Staff member Eddie working on the Elements Outreach in Magalia. Supervisor Amick also summarized Ridge Hiking Association activities.

Assistant District Manager Sweeney briefed the Board on the number of applications and recipients of the PRPD Community Recreation Assistance Grant. She also summarized recent efforts of Volunteer Coordinator Munoz-Oliverez working with youth volunteers, painting the container at Paradise Lake, and helping with the Butte Canyon Annual Cleanup.

Secretary Bellefeuille asked if our District is still receiving the Centerville Recreation & Historic Association newsletters and would like them re-added to the Board Packet.

Chairperson Rodowick asked for public comment.

In public comment, Citizen Stonebraker brought up tax rate areas regarding property tax revenue within the District. He also stated his preferences for tree types on Paradise Irrigation District (PID) lands and Lakeridge Park.

Chairperson Rodowick asked if there were any further public comments. There were none. Chairperson Rodowick then asked if there were any further questions from the Board. There were none.

7.2 Board Liaison Reports

Chairperson Rodowick noted that the Butte County Supervisors approved a letter of support to Cal-Trans for the Town of Paradise grant application for the countywide bikeway master plan. He suggested that PRPD also provide a letter of support to Cal-Trans for the grant application if helpful.

Director McGreehan attended the Town of Paradise Camp Fire 5th year anniversary event. Director Goodlin, District Manager Efseaff, and Assistant District Manager Sweeney also attended.

8. BOARD COMMENT:

Director McGreehan opined that the District possibly provide additional PHA support, possibly co-sponsoring an event. Chairperson Rodowick remembered and thanked staff for their efforts towards recovery five years after the Camp Fire.

9. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 8:17 p.m. by Chairperson Rodowick until the next regular Board meeting scheduled on December 13, 2023, at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center, (6626 Skyway, Paradise, California).


Steve Rodowick, Chairperson


Mary Bellefeuille, Secretary

