



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room B
Wednesday, July 10, 2019, 6:00 pm

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

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll Call
- 1.3. Welcome Guests: Jackie Glazer, Work Training Center/Do-It Leisure
- 1.4. Special Presentations: None

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes:
 - A. Regular Meeting of June 12, 2019
 - B. Special Meeting of June 17, 2019
- 3.2. Correspondence: None
- 3.3. Payment of Bills/Disbursements (Warrants and Checks Report)
Check #049630 to and including #049712 in the total amount of \$88,929.73 with no refunds or void checks reported.
- 3.4. Information Items (Acceptance only): None

4. COMMITTEE REPORTS

- 4.1. Recreation and Park Standing Committee (Anderson/Rodowick)
The Committee met on June 14, 2019 to tour potential park properties and facilities.
A written report of this meeting will be reviewed
- 4.2. Finance Standing Committee (Rodowick/Bellefeuille)
The Committee met on July 8, 2019 to review and discuss the (1) 2017-18 Independent District Audit prepared by Holly Pladson, CPA; and (2) 2019-2020 Final Budget.
An oral report of this meeting will be reviewed

5. DISTRICT MANAGER'S REPORT

- 5.1. District Report (Manager's Report)

6. CLOSED SESSION: None

7. OLD BUSINESS: None

8. NEW BUSINESS

- 8.1. Work Training Center - Do-It Leisure 2019-2021 Agreement. – Do It Leisure representatives will provide an oral report supplementing the financial and program status report submitted to the PRPD Board of Directors as required in item #4 of the Agreement.

Recommendation: Approve a two-year agreement with WTC/Do It Leisure for fiscal years 2019-2021 with a contribution rate of \$5,011.00 per fiscal year to be paid in four equal installments on August 1, 2019 and February 1, 2020; and August 1, 2020 and February 1, 2021.

- 8.2. Ice Rink Program Status – Provide verbal update on Ice Rink program.

Recommendation: Information Only

- 8.3. Resolution #19-07-1-463 – Approve the opening of an account at Five Star Bank and authorize the District Manager to execute the Contract for Deposit of Monies.

Recommendation: Approve resolution as presented.

9. PUBLIC HEARING – FINAL BUDGET

OPEN PUBLIC HEARING

At this time the PRPD Board of Directors will open the Public Hearing for public comment and discussion concerning the 2019-2020 PRPD Final Budget.

Recommendation: Staff recommends the PRPD Board of Directors postpone approval of the 2019-2020 PRPD Final Budget and set a public hearing date for the next regularly scheduled Board meeting on August 14, 2019

10. BOARD COMMENT

11. ADJOURNMENT

Adjourn to the next regular meeting on August 14, 2019 at 6:00 p.m., in Conference Room A, at the Terry Ashe Recreation Center (6626 Skyway, Paradise, California).



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

004621

Paradise Recreation and Park District
Board of Directors Regular Meeting
 Terry Ashe Recreation Center, Room B
 June 12, 2019

MINUTES

The regular meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Mary Bellefeuille at 6:04 p.m.

1. CALL TO ORDER:

Chairperson Bellefeuille reported the passing of community member Phil John and his contributions to the community.

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

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

ABSENT: None

PRPD STAFF:

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

1.3 WELCOME GUESTS:

Chairperson Bellefeuille welcomed District legal counsel Jeff Carter, Umpqua Bank Vice President Dean Stephens, Brandis Tallman Vice President Jeff Land, and Gold Nugget Museum representative Michelle Rader.

1.4 SPECIAL PRESENTATIONS:

Jeff Land, Vice President of Brandis Tallman, LLC and Umpqua Bank Vice President Dean Stephens provided a PowerPoint presentation on the basics of public finance.

After a brief discussion, the Board thanked Mr. Land and Mr. Stephens for their presentation.

2. PUBLIC COMMENT:

The Board recognized Michelle Rader from the Gold Nugget Museum and welcomed her to the floor. Ms. Rader stated she was here for information gathering and encouraged the Board to continue open dialog with the Gold Nugget Museum.

3. CONSENT AGENDA

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

Chairperson Bellefeuille asked if the Board desired to have any items removed and heard separately. Seeing and hearing none, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

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

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

NOES: None

ABSTENTIONS: None

ABSENT: None

4. COMMITTEE REPORTS

4.1 **Personnel Standing Committee (McGreehan/Van Roekel)**

The Committee met on June 12, 2019 to review and discuss (1) Staff Organizational Chart adopted November 30, 2018; (2) Job Descriptions; (3) Salary Scale; and (4) in Closed Session under California Government Code Section 549457, District Manager Evaluation.

Committee Chair Al McGreehan provided an oral report stating the Committee will provide recommendations to the full Board at a regular or special meeting in the near future.

The Board concurred to receive this oral report as presented.

5. DISTRICT MANAGER'S REPORT

5.1 **District Report (Manager's Report)**

- District Manager Efseaff provided a brief report supplementing the written information presented to the Board.
- Staff was successful in receiving a reduced government rate. To date we have assigned 6 cell phones to staff and are encouraging other eligible staff members to participate in this program.
- CARPD 2019 Awards of Distinction – The California Association of Recreation and Park Districts honored District Manager Efseaff for his Camp Fire recovery efforts and awarded the 2019 CAPRD Awards of Distinction with the President's Award on May 25, 2019.

- The District was also the recipient of the CAPRI 2019 Cycle XVI District Safety award in recognition of outstanding performance.
- Staff will be pursuing potential funding through the Butte Strong Fund to offset recreation program expenses.
- Staff submitted a Proposition 68 eligibility questionnaire by the June 3rd deadline.

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

6. CLOSED SESSION

- 6.1 Pursuant to California Government Code Section 54956.9 – Conference with legal counsel – Potential Litigation. Litigation – Action vs. PG&E for Camp Fire Losses.
- 6.2 Pursuant to California Government Code Section 54957 – Employment Review, Evaluation, and Consideration of Employment Agreement Amendment – District Manager

7. REPORT ON CLOSED SESSION

The Board concurred to hear Closed Session at the end of the public meeting.

8. OLD BUSINESS

8.1 BOD Community Organization Assignments

Staff recommends the PRPD Board of Directors determine and assign Board members to organizations to maintain a PRPD presence and provide future updates as needed.

The Board concurred to assign the following:

- Town of Paradise (McGreehan/Bellefeuille)
- Concow/Yankee Hill (Anderson)
- PUSD Board of Trustees (Van Roekel)
- Paradise Citizen's Alliance (McGreehan/Bellefeuille)
- Paradise Irrigation District (Rodowick)
- Butte County Board of Supervisors (Rodowick)

9. NEW BUSINESS

9.1 Development of Financial Investments and Policy for the District

Staff has explored options to provide the District with potential interest-bearing accounts that are appropriate for Special Districts.

The Board had open discussion with District Legal Counsel concerning these options and received concurrence. Seeing and hearing no additional comments, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Vice Chairperson McGreehan moved to (1) authorize staff to develop a resolution and open new accounts with Five Star Bank; (2) develop a resolution and open CALTRUST accounts; and (3) develop a Financial Investment Policy for Board of Directors consideration and possible approval. The motion was seconded by Director Van Roekel and carried unanimously with 5 ayes.

AYES: Bellefeuille, McGreehan, Anderson, Van Roekel, and Rodowick
 NOES: None
 ABSTENTIONS: None
 ABSENT: None

9.2 Approve 2019-2020 Preliminary Budget and Set Public Hearing Date

The PRPD Board of Directors will consider adopting the 2019-2020 Preliminary Budget as presented in the Notice of Public Hearing and set a public hearing date for July 10, 2019 during the regularly scheduled Board meeting at which time the adoption of the final budget for 2019-2020 may follow the public hearing.

After a brief discussion with staff, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director Rodowick moved that the PRPD Board of Directors approve the 2019-2020 Preliminary Budget as presented and set a Public Hearing date for July 10, 2019 at which time the adoption of the final budget for 2019-2020 may follow the public hearing. The motion was seconded by Vice Chairperson McGreehan and carried unanimously with 5 ayes.

AYES: Bellefeuille, McGreehan, Anderson, Van Roekel, and Rodowick
 NOES: None
 ABSTENTIONS: None
 ABSENT: None

9.3 Appropriation Limit – Resolution #19-06-1-462

The PRPD Board of Directors will consider adopting Resolution #19-06-1-462 setting the District Appropriation Limit at \$2,300,081.00 for Fiscal Year 2019-2020 as presented.

After a brief discussion with staff, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director Rodowick moved that the PRPD Board of Directors approve Resolution #19-06-1-462 setting the District Appropriation Limit at \$2,300,081.00 for Fiscal Year 2019-2020 as presented. The motion was seconded by Vice Chairperson McGreehan and carried unanimously with 5 ayes.

ROLL CALL VOTE:

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

With Board concurrence Chairperson Bellefeuille called a short recess at 7:50 p.m.
 The Board reconvened at 8:00 p.m. and Chairperson Bellefeuille directed the Board to Closed Session.

6. CLOSED SESSION

- 6.1 Pursuant to California Government Code Section 54956.9 – Conference with legal counsel – Potential Litigation. Litigation – Action vs. PG&E for Camp Fire Losses.**
6.2 Pursuant to California Government Code Section 54957 – Employment Review, Evaluation, and Consideration of Employment Agreement Amendment – District Manager

7. REPORT ON CLOSED SESSION

Chairperson Bellefeuille reconvened the public meeting at 9:07 p.m. and reported:

- Item 6.1 – The Board of Directors gave staff and District legal counsel direction on the potential litigation.
- Item 6.2 – The Board of Directors heard the report and recommendation from the Personnel Committee (McGreehan/Van Roekel) and agreed that the District Manager’s performance to be exemplary in the past year. Changes to the employment agreement will be considered under New Business, item 9.4

9. NEW BUSINESS:

9.4 District Manager Employment Agreement

The PRPD Board of Directors will consider the approval of the District Manager Employment Agreement.

Based on the positive performance of the District Manager, the Board of Directors concurred to approve an amendment to the District Manager Employment Agreement and Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Vice Chairperson McGreehan moved that the PRPD Board of Directors approve an amendment to the District Manager Employment Agreement as presented. The motion was seconded by Director Van Roekel and carried unanimously with 5 ayes.

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

NOES: None

ABSTENTIONS: None

ABSENT: None

10. BOARD COMMENT:

Mary Bellefeuille stated she participated in Magalia meetings and noted interest in parks is very high. She mentioned at the meeting some aspects of the Lakeridge Park property.

11. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 9:17 p.m. by Chairperson Bellefeuille until the regular Board meeting scheduled on June 12, 2019 at 6:00 p.m. in Conference Room A, at the Terry Ashe Recreation Center,(6626 Skyway, Paradise, California).

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary

004626

Paradise Recreation and Park District
Board of Directors Special Meeting
 Terry Ashe Recreation Center, Room B
 June 17, 2019

MINUTES

The special meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Mary Bellefeuille at 4:08 p.m.

1. CALL TO ORDER:

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

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

ABSENT: Secretary Anderson

District Manager Efseaff stated Secretary Anderson's absence was unexcused.

PRPD STAFF:

District Manager Dan Efseaff, and Administrative Assistant II/Management Colleen Campbell

1.3 WELCOME GUESTS:

Jeff Carter, District Legal Counsel

2. PUBLIC COMMENT: None

Chairperson Bellefeuille directed the Board's attention to Closed Session

3. CLOSED SESSION:

3.1 Pursuant to California Government Code Section 54956.9 – Conference with legal counsel - Potential Litigation. Litigation – Action vs. PG&E for Camp Fire Losses.

Chairperson Bellefeuille directed the Board to Closed Session at 4:09 p.m.

The Board reconvened the public meeting at 4:30 p.m.

4. REPORT ON CLOSED SESSION AND ANY ACTION TAKEN BY BOARD IN CLOSED SESSION:

Chairperson Bellefeuille reported the Board of Directors approved the Plan Support Agreement between PG&E and the Paradise Recreation and Park District as to the District's claims.

004027

MOTION:

Vice Chairperson McGreehan moved that the PRPD Board of Directors approve the Plan Support Agreement between PG&E and the Paradise Recreation and Park District as to the District's claims as presented and authorized staff to release as directed by District legal counsel. The motion was seconded by Director Rodowick and carried with 4 ayes and 1 absent.

AYES: Bellefeuille, McGreehan, Van Roekel, and Rodowick

NOES: None

ABSTENTIONS: None

ABSENT: Anderson

5. NEW BUSINESS

5.1 The BOD will consider approval and adoption of (1) revised Organizational Chart; (2) revised job descriptions for the Assistant District Manager and Intern; (3) revised 2019-2020 Salary Schedule; and (4) direct staff to complete an Administrative Assistant III job description for Personnel Committee and BOD review and possible approval.

Personnel Committee Chairperson Al McGreehan briefly summarized the Personnel meeting held on June 12, 2019 and stated the Personnel Committee directed staff to present these items for BOD consideration and possible approval.

The Board had open discussion with staff concerning the salary scale adjustments, recruitment, and budget impacts.

Seeing no additional comments, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director Van Roekel moved that the PRPD Board of Directors approve the adoption of (1) the revised Organizational Chart; (2) revised job descriptions for the Assistant District Manager and Intern; (3) revised 2019-2020 Salary Schedule as presented; and (4) directed staff to complete an Administrative Assistant III job description for Personnel Committee and BOD review and possible approval. The motion was seconded by Vice Chairperson McGreehan and carried with 4 ayes and 1 absent.

6. BOARD COMMENT:

Mary Bellefeuille reported that she attended the Camp Fire Memorial Planning Meeting and the community voiced strong support of the Paradise Ice Rink returning in the fall.

7. ADJOURNMENT:

Seeing no further business, the special meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 4:58 p.m. by Chairperson Bellefeuille until the next regularly scheduled meeting on Wednesday, July 10, 2019 at 6:00 p.m. in 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

JUNE

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

049630-049642	6/5/2019		Payroll Summary	13,522.98	0.00	0.00	13,522.98	

049665-049687	6/19/2019		Payroll Summary	17,358.73	0.00	0.00	17,358.73	

049643	6/7/2019		ACH STATE PR TAX	433.37			433.37	
049644	6/7/2019		ACH FED PR TAX	3,552.70			3,552.70	
049645	6/7/2019		ACH CALPERS	6,590.38			6,590.38	
049646	6/18/2019		ACH CALPERS	2,402.89			2,402.89	
049647	6/1/2019		NORTH STATE GROCERY INC		22.23		22.23	
049648	6/1/2019		RIEBES AUTO PARTS		78.08		78.08	
049649	6/1/2019		TIAA COMMERCIAL FINANCE INC		224.29		224.29	
049650	6/1/2019		ACME TOILET RENTALS LLC		672.04		672.04	
049651	6/1/2019		ROTARY CLUB OF PARADISE		75.00		75.00	
049652	6/1/2019		VERIZON WIRELESS		122.29		122.29	
049653	6/14/2019		THOMAS ACE HARDWARE		1,833.79		1,833.79	
049654	6/14/2019		RENTAL GUYS CHICO		5,779.82		5,779.82	
049655	6/14/2019		ALHAMBRA		21.55		21.55	
049656	6/14/2019		AT&T		353.67		353.67	
049657	6/14/2019		ARCO GASPRO PLUS		262.42		262.42	
049658	6/14/2019		GIBSON TREE SERVICE		2,800.00		2,800.00	
049659	6/14/2019		CONNEY SAFETY PRODUCTS		280.08		280.08	
049660	6/14/2019		CARDMEMBER SERVICE		4,918.08		4,918.08	
049661	6/14/2019		OREILLY AUTO PARTS		11.55		11.55	
049662	6/14/2019		ELLIS ART AND ENGINEERING		237.02		237.02	
049663	6/14/2019		JC NELSON SUPPLY CO		521.75		521.75	
049664	6/14/2019		LES SCHWAB TIRES		407.76		407.76	
049688	6/24/2019		ACH STATE PR TAX	537.47			537.47	
049689	6/24/2019		ACH FED PR TAX	4,530.36			4,530.36	
049690	6/24/2019		ACH CALPERS	2,422.78			2,422.78	
049691	6/24/2019		ACH CALPERS	1,213.72			1,213.72	
049692	6/21/2019		VISION SERVICE PLAN	85.74			85.74	
049693	6/21/2019		VOYA INSTITUTIONAL TRUST CO	350.00			350.00	
049694	6/21/2019		INDUSTRIAL POWER PRODUCTS		31.77		31.77	
049695	6/21/2019		COLLEEN CAMPBELL		40.37		40.37	
049696	6/21/2019		CALIFORNIA DEPT OF TAX & ADMIN		6,060.30		6,060.30	A
049697	6/21/2019		HONEY RUN COVERED BRIDGE		1,125.00		1,125.00	B
049698	6/21/2019		CENTERVILLE REC & HISTORICAL		1,125.00		1,125.00	C
049699	6/21/2019		SUSIE HEFFERNAN		500.00		500.00	D
049700	6/21/2019		NORTHERN RECYCLING & WASTE		1,107.12		1,107.12	
049701	6/21/2019		NORMAC INC		802.48		802.48	
049702	6/21/2019		VERIZON WIRELESS		91.94		91.94	
049703	6/21/2019		NORTH STATE SCREENPRINTING		736.32		736.32	
049704	6/21/2019		GIESE ELECTRIC		736.00		736.00	
049705	6/21/2019		ALHAMBRA		29.54		29.54	
049706	6/21/2019		BUTTE COUNTY		1,273.75		1,273.75	E
049707	6/21/2019		CHICO RENT A FENCE		216.00		216.00	
049708	6/21/2019		GOLD COUNTRY HYDRAULIC HOSE		99.15		99.15	
049709	6/21/2019		AT&T		355.04		355.04	
049710	6/21/2019		MEEK'S LUMBER & HARDWARE		1,766.60		1,766.60	
049711	6/21/2019		LINCOLN EQUIPMENT INC		1,175.81		1,175.81	
049712	6/21/2019		COMPUTERS PLUS		35.00		35.00	

TOTALS				22,119.41	35,928.61	0.00	58,048.02	

GRAND TOTALS		53,001.12	35,928.61	0.00	88,929.73
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Notes:

- A) Reimbursements
- B) See Financial Report for explanation
- C) Contributions
- D) Crain Park lease agreement payment
- E) Lease payment for Terry Ashe Rec. Center

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Staff Committee Report

June 14, 2019



DATE: 6/19/2019
 TO: PRPD Board of Directors
 FROM: Dan Efseaff, District Manager
 SUBJECT: Recreation and Park Committee (Anderson/Rodowick)
 June 14, 2019 at 4:00 p.m.
 Terry Ashe Recreation Center, District Manager's Office

Attendance: Committee Members: Robert Anderson, Chairperson; and Steve Rodowick, Member
 PRPD Staff: Dan Efseaff, District Manager

The Committee meeting convened at 4:00 p.m.

1. The Committee will tour potential park properties and facilities

After a brief orientation, the Committee and staff visited potential acquisitions and park properties near Oak Creek Park, Noble Park, and Lakeridge Park.

The meeting was adjourned at 5:50 p.m.

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 6/20/2019

District Manager's Report**Meeting Date:** July 10, 2019

DATE: 7/3/2019
 TO: PRPD Board of Directors (BOD)
 FROM: Dan Efseaff, District Manager
 SUBJECT: Monthly District Report

Monthly Report**1. Updates**

- a. CAPRCBM Renewal – The California Association of Park & Recreation Commissioners and Board Members has graciously waived the District's membership renewal for 2019-2020 fiscal year in light of the Camp Fire. (Attachment A)

2. Administrative and Visitor Services

- a. TARC – We are planning on returning to our main office in July. We have options to reconnect phone and internet service and are pursuing them. In the meantime, staff is taking the opportunity to paint the interior and replace the original carpet. The landlord will allow us to maintain our temporary office in Chico as a meeting and work space for the next couple of months until renovation on the building begins later this year.

3. Finance

- a. Routine Reports – Balance Sheet (Attachment B), Profit & Loss Budget vs Actual (Attachment C), and Recovery Project (Attachment D).
- b. Impact Fees – Staff have seen a significant uptick in fees for new construction. Since November 8, 2018 to June 30, 2019 Impact Fees paid is a total of \$45,339.20. Slowly but surely rebuilding Paradise one impact fee at a time.
- c. Disbursement report note B - A payment was made to California Department of Tax & Administration for Use Tax not paid in 2017. The purchase of the Crain Park restroom was made from a company that is based out-of-state. Use tax was not made on this purchase which resulted in a penalty and interest.

4. Parks (Maintenance and Operations)

- a. Paradise Lake Update - We've worked out the following approach with the Paradise Irrigation District:
- i. We will work on an agreement between our organizations that will go into effect 1/1/2020, which gives us ample time to work the details and for the attorneys for each organization to work out a deal.
 - ii. They will provide annual passes at a discount for the remainder of the year.
 - iii. They will maintain the current schedule (F-M) and maintenance tasks.
 - iv. We can utilize the Lake for recreational activities or programs that we want to do (no charge on parking if it is on the "closed" days (we would issue a dash pass to participants for us).
 - v. We will include the Lake on some upcoming funding sources for vegetation and trail work.
 - vi. This seems like a good approach that allows public access and a chance for us to build capacity (volunteer and maintenance) to take on the new endeavor and a bit more of a transition.
- b. Parks Update: Park Supervisor Mark Cobb reports that things have been moving fast the last seven months. So right now I need to stop and acknowledge ATI (American Technologies, Inc.) this is the company that has been performing the clean up at our facilities. They have done **OUTSTANDING WORK**.
- c. Ballparks: The maintenance crew been working hard to get the large field ready to have games on it by the end of July.

- d. Lower Bille Playground: The replacement parts have arrived and we will be replacing damaged parts from the fire. Should be ready to be enjoyed by our younger patrons by July 26th. Miracle Playgrounds have been great to work with.
- e. Paradise Pool: Other than water we are ready to go and that issue should be resolved just as soon as test results come back from our well for initial filling of 220,000 Gal. shooting for July 19th AS OPENING DAY. If not before.
- f. Staff Changes: We will be losing another PRPD family member. Larry McDowell will be retiring Aug.23rd Larry's presence at the Terry Ash Recreation Center will be greatly missed. Larry is well known most of all for being the person to go to if you needed anything at the TARC. Larry has been the building Maintenance person for 16 years. Larry leaves big shoes to fill. We wish Larry the best in retirement. He has earned it. We all will miss you Larry!

5. Programs

- a. Recreation Update - Recreation Supervisor Jeff Dailey reports an increase in program activities and planning.
- b. Summer Camp - PRPD Day Camp, that is normally held at the Aquatic Park Recreation Building, is being held at the Terry Ashe Recreation Center this summer. The camp has had a good attendance with 32 registered children between the ages of 5 to 12 years. The camp runs all day from 7:30 am to 5:30 pm.
- c. Summertime Tots/Tot Soccer - This long running preschool program has an attendance of 8 children this summer. It is being held at the Terry Ashe Recreation Center on Tuesdays and Thursdays from 9:30 am to 12:30 pm. There are also five preschool age children participating in our Tot Soccer program on Fridays. The soccer program is being held in the outfield at the Moore Road Ball Park.
- d. Swimming Pools - The Concow Pool opened on Monday, June 17 with recreational swimming from 1:00 to 4:30 pm, Monday through Saturday. There has been an average of 12 people swimming per day. A lifeguard training class is being planned to update needed certifications. The Paradise Pool has an estimated opening date of July 8 assuming everything is safe and working properly. The schedule will include adult swim time, recreational swim, family swim and lessons.
- e. Pinewood Derby - The annual Pinewood Derby event will be held on Thursday, July 25 at the Recreation Center. Car kits are now on sale at the district office.

6. Outreach and Development

- a. Youth Services Summit - Partners from across Butte County met to identify opportunities for collaboration and networking. The Youth Services Summit attracted over 70 participants including organizations representing non-profit, education, special districts, and several departments from Butte County. The idea for the summit originated before the fire in an effort to bring groups that serve youth on the Ridge together to explore how to best meet the needs of the Community. The District hosted the event with other organizations supporting the planning. The Paradise Rotary Club sponsored the event and provided food and refreshments for participants.

Organizations represented include: Boys and Girls Clubs of the North Valley, Butte County 4-H, Butte College, Butte County Behavioral Health, Butte County, Fire Safe Council, Butte County Office of Education, Butte County Public Health, Board of Supervisors, California State University, Chico, Chabin Concepts, Inc., Chico Velo Cycling Club, Community Action Agency of Butte County, Inc., Explore Butte County, Feather River Center, Gateway Science Museum, Girls on the Run of the North State, Help Central Butte-Glenn 2-1-1, Latinas In Action/Every Kid Outdoors, North Valley Community Foundation, North Valley Hockey and Sports Complex, Northern California Ballet, Odyssey Teams, Inc, Outdoor Education For All, Paradise Bikes, Paradise Branch Library Butte County, Paradise Recreation and Park District, Paradise Unified School District, Stream Team, Thrive Homeschool Program and Camp Wild Heart Summer Day Camp, University of California Agriculture and Natural Resources, and the University of California Cooperative Extension.

- b. California Special District Association (CSDA) General Manager Leadership Summit – District Manager Efseaff worked with a panel to present information on disaster planning (A Field Guide to Surviving a Catastrophe: Lessons from the Camp Fire).
- c. Sierra Nevada Conservancy Grant – SNC notified staff that we've been approved for submission of 2 full proposals (2 land acquisitions near existing parks and funds to help with the development of future acquisitions). Representatives from SNC, landowners, and PRPD toured the properties. Supervisor Doug Teeter met with the group prior to the tour to support the project.

7. Upcoming

- a. Budget – Staff recommends delay of the budget to allow for review from the Finance Committee. The item will return to the full BOD at the August meeting.

Photographs



FEMA Pool Recreation Building Demo, July 1, 2019



Bille Park Fire Recovery Repairs

Attachments:

- A. CAPRCBM Membership Renewal
- B. Balance Sheet
- C. Profit & Loss Budget vs. Actual
- D. Recovery Project

https://paradisepprd-my.sharepoint.com/personal/defseaff_paradisepprd_com/Documents/Dan_OneDrive/Templates/BOD_2017_District_Report_Template_17_0905.docx
7/3/2019



CALIFORNIA ASSOCIATION OF PARK & RECREATION COMMISSIONERS AND BOARD MEMBERS

A NON-PROFIT CORPORATION SINCE 1993

Founded - 1968

Business Office: PMB #157, 1750 Prairie City Road, Ste. 130, Folsom, CA 95630-9579

www.caprcbm.org

contact@caprcbm.org

BOARD OF DIRECTORS

President

Loretta Herrin
Lake Forest

May 23, 2019

President Elect

Betsy Temple Truax
Mammoth Lakes

Dan Efseaff

District Manager

Vice President

Bill Lock
So. San Francisco

Paradise Recreation and Park District

564 Rio Lindo Avenue, Suite 102
Chico, CA 95926-1852

Secretary

David Benevento
Folsom

Treasurer

Steve Hoagland
Ambrusc RPD

Re: CAPRCBM Membership Renewal

Immediate Past President

William Carran
Moraga

Dear Dan,

Executive Director

James N. Simpson

I am pleased to inform you that the PRPD \$225 membership fees for the 2019-2020 California Association of Park and Recreation Commissioners and Board Members (CAPRCBM) are waived. This decision was made by Executive Committee approval at their May 18, 2019

meeting.

This is unfortunately all that CAPRCBM can provide in the way of relief to your agency in response to the devastating Camp Fire last fall. It is only a small token, but it is made with the recognition that PRPD was instrumental to the community during the fire and remains a beacon in the recovery efforts.

We wish you much success and look forward to your Board remaining active in CAPRCBM in the coming years.

Sincerely,

James N. Simpson
Executive Director
CAPRCBM

9:31 AM

07/03/19

Accrual Basis

PRPD
Balance Sheet
As of June 30, 2019

Jun 30, 19

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

1000 · Rabo Bank - Operating	1,324,415.31
1005 · Petty Cash	300.00
1010 · Treasury Cash - 2510	
1011 · General Operating	-538,537.88
1012 · ACO Reserve	702,200.00
1013 · General Reserve	2,000.00
1014 · Deposits held for others	1,000.00

Total 1010 · Treasury Cash - 2510 166,662.12

1100 · Designated Treasury Funds

1112 · Grosso Endowment-2512	53,632.13
1113 · Grosso Scholarship-2513	2,909.06
1114 · Designated Donations-2514	
1114-1 · Bille Park Donations	125.00
1114-10 · Swim Scholarship Fund	997.82
1114-11 · Dog Park Donations	2,874.61
1114-13 · Ice Rink Donations	5,891.83
1114-2 · Bike Park Fund	1,500.00
1114-3 · Lakeridge Park Donations	3,050.00
1114-4 · Wrestling Mat fund	773.60
1114-5 · Pam Young Fund	1,000.00
1114-6 · Easter Egg Scholarships	4,698.80
1114-7 · Child-Youth Scholarships	10.00
1114-8 · McGreehan Children's Schlshp	56.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	429.28

Total 1114 · Designated Donations-2514 24,451.30

Total 1100 · Designated Treasury Funds 80,992.49

1119 · Impact Fees

1120 · Sub Div Fees - 2520	7,994.99
1121 · Park Acqui Unincorp - 2521	43,203.05
1122 · Park Dev Unincorp - 2522	67,333.22
1124 · District Fac Unincorp - 2524	37,768.31
1126 · Park Acqui Incorp - 2526	67,916.97
1127 · Park Dev Incorp - 2527	206,553.46
1128 · District Fac Incorp - 2528	34,170.48

Total 1119 · Impact Fees 464,940.48

Total Checking/Savings 2,037,310.40

Accounts Receivable

1300 · Accounts Receivable 9,900.30

Total Accounts Receivable 9,900.30

Other Current Assets

1400 · Interest Receivable	
1410 · Interest Receivable	2,735.99

Total 1400 · Interest Receivable 2,735.99

9:31 AM

07/03/19

Accrual Basis

PRPD
Balance Sheet
As of June 30, 2019

	Jun 30, 19
1500 · FMV Adjustments	
1510 · FMV Adjustment-2510	-9,892.07
1512 · FMV Adjustment-2512	610.06
1514 · FMV Adjustment-2514	1,877.00
Total 1500 · FMV Adjustments	-7,405.01
Total Other Current Assets	-4,669.02
Total Current Assets	2,042,541.68
Fixed Assets	
1710 · Land	750,088.53
1715 · Land Development	4,990.00
1720 · Buildings	5,534,233.05
1730 · Furn., Fixtures & Equip (>\$5k)	547,069.69
1799 · Accumulated Depreciation	-4,118,370.00
1800 · Construction in Progress	
1801 · CIP-Lakeridge Park Development	82,463.57
1802 · CIP-Crain Park Development	136,376.96
1803 · CIP-Crain Park Playground	61,485.86
1804 · CIP-Crain Park Bathroom	82,324.09
Total 1800 · Construction in Progress	362,650.48
Total Fixed Assets	3,080,661.75
Other Assets	
1900 · PCV Promissory Note	300,322.00
Total Other Assets	300,322.00
TOTAL ASSETS	5,423,525.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	23,207.73
Total Accounts Payable	23,207.73
Other Current Liabilities	
2100 · Payroll Liabilities	
2120 · Payroll Taxes Payable	-201.53
2130 · Health Benefits Payable	-3,068.73
2140 · FSA payable	-306.00
2170 · CalPers Payable	10,649.81
2190 · Accrued Leave Payable	
2191 · Comp leave payable	2,121.36
2192 · Sick leave payable	23,896.30
2193 · Vacation leave payable	73,804.50
Total 2190 · Accrued Leave Payable	99,822.16
Total 2100 · Payroll Liabilities	106,895.71
2300 · Deposits - refundable	1,040.00
2400 · Deferred Revenue	
2410 · Deferred Services Income	39,405.38
2420 · Deferred Facility Income	3,110.00
Total 2400 · Deferred Revenue	42,515.38
Total Other Current Liabilities	150,451.09
Total Current Liabilities	173,658.82

9:31 AM

07/03/19

Accrual Basis

PRPD
Balance Sheet
 As of June 30, 2019

Jun 30, 19

Long Term Liabilities	
2800 · Post Employment benefits	40,771.00
2805 · CalPers Pension Liability	331,023.00
Total Long Term Liabilities	371,794.00
Total Liabilities	545,452.82
Equity	
2030 · Designated for Petty Cash	300.00
3000 · General Fund Balances-2510	
3010 · General Fund Available	291,149.99
3030 · General Reserve	2,000.00
3050 · Designated Captial Outlay	702,200.00
Total 3000 · General Fund Balances-2510	995,349.99
3100 · Net of Capital Investments	3,145,295.97
3200 · Designated Fund Balances	
3212 · Grosso Endowment-2512	53,602.51
3213 · Grosso Scholarship-2513	2,652.12
3214 · Donations - 2514	13,380.94
Total 3200 · Designated Fund Balances	69,635.57
3900 · Retained Earnings	717,190.90
3901 · Net Profit	-403,475.96
Net Income	353,776.14
Total Equity	4,878,072.61
TOTAL LIABILITIES & EQUITY	5,423,525.43

9:29 AM

PRPD

Profit & Loss Budget vs. Actual

07/03/19

July 2018 through June 2019

Accrual Basis

	Jul '18 - Jun 19	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · Tax Revenue	793,926.10	1,445,490.00	-651,563.90
4200 · Impact Fee revenue	87,247.76	54,225.00	33,022.76
4300 · Program Income	172,812.66	483,890.00	-311,077.34
4350 · Concession & Merchandise sales	-500.00	24,520.00	-25,020.00
4400 · Donation & Fundraising Income	17,741.83	57,000.00	-39,258.17
4401 · Scholarships Granted	-407.00	1,500.00	-1,907.00
4500 · Grant Income	1,106.00	0.00	1,106.00
4600 · Other Revenue	7,752.33	7,400.00	352.33
4900 · Interest Income	115.00	7,945.00	-7,830.00
Total Income	1,079,794.68	2,081,970.00	-1,002,175.32
Gross Profit	1,079,794.68	2,081,970.00	-1,002,175.32
Expense			
5000 · Payroll Expenses			
5010 · Wages & Salaries	827,617.88	1,078,062.00	-250,444.12
5020 · Employer Taxes	61,906.63	81,900.00	-19,993.37
5030 · Employee Benefits	190,035.50	198,800.00	-8,764.50
5040 · Workers Comp Expense	44,930.00	60,000.00	-15,070.00
5050 · Accrued Leave	0.00	4,000.00	-4,000.00
5060 · Other Personnel Costs	25,692.78	3,100.00	22,592.78
Total 5000 · Payroll Expenses	1,150,182.79	1,425,862.00	-275,679.21
5100 · Program Expenses			
5110 · Concession & Merchandise Exp.	2,452.62	14,450.00	-11,997.38
5130 · Program Supplies	14,795.09	26,625.00	-11,829.91
Total 5100 · Program Expenses	17,247.71	41,075.00	-23,827.29
5200 · Advertising & Promotion	3,639.40	16,500.00	-12,860.60
5220 · Bank & Merchant Fees	240.99	4,500.00	-4,259.01
5230 · Contributions to Others	12,561.00	15,100.00	-2,539.00
5240 · Copying & Printing	81.78	840.00	-758.22
5260 · Dues, Mbrshps, Subscr, & Pubs	9,889.93	5,600.00	4,289.93
5270 · Education, Training & Staff Dev	8,567.61	11,000.00	-2,432.39
5280 · Equip., Tools & Furn (<\$5k)			
5282 · Office ET&F	6,697.37	7,000.00	-302.63
5284 · Program ET&F	2.97	3,000.00	-2,997.03
5286 · Small Tools & Equipment	14,064.84	2,800.00	11,264.84
5280 · Equip., Tools & Furn (<\$5k) - Other	0.00	0.00	0.00
Total 5280 · Equip., Tools & Furn (<\$5k)	20,765.18	12,800.00	7,965.18
5290 · Equipment Rental	113,710.01	90,000.00	23,710.01
5300 · Insurance	46,906.00	48,576.00	-1,670.00
5310 · Interest Expense	2,358.97	0.00	2,358.97
5320 · Miscellaneous Expense	2,188.64	1,300.00	888.64
5330 · Professional & Outside services			
5332 · Accounting	9,500.00	10,000.00	-500.00
5334 · Legal	6,030.00	6,000.00	30.00
5336 · Engineering	400.00	4,000.00	-3,600.00
5338 · Other Prof. & Outside Labor	52,444.72	86,200.00	-33,755.28
5330 · Professional & Outside services - Other	0.00	0.00	0.00
Total 5330 · Professional & Outside services	68,374.72	106,200.00	-37,825.28
5340 · Postage & Delivery	801.65	2,000.00	-1,198.35
5350 · Rent-Facility use fees	20,188.75	8,100.00	12,088.75

9:29 AM

07/03/19

Accrual Basis

PRPD
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget
5360 · Repair & Maintenance			
5361 · Building R&M	24,788.41	11,000.00	13,788.41
5362 · Equipment R&M	11,230.11	16,150.00	-4,919.89
5363 · General R&M	39,866.35	9,400.00	30,466.35
5364 · Grounds R&M	57,482.01	38,400.00	19,082.01
5365 · Pool R&M	18,051.79	18,500.00	-448.21
5366 · Vehicle R&M	107,905.96	8,900.00	99,005.96
5367 · Janitorial	7,460.81	10,300.00	-2,839.19
5368 · Security	1,364.00	1,300.00	64.00
5369 · Vandalism	61.03	0.00	61.03
Total 5360 · Repair & Maintenance	268,210.47	113,950.00	154,260.47
5370 · Supplies - Consumable			
5372 · Office Supplies	15,032.75	9,300.00	5,732.75
5374 · Safety & staff supplies	5,034.05	4,200.00	834.05
Total 5370 · Supplies - Consumable	20,066.80	13,500.00	6,566.80
5380 · Taxes, Lic., Notices & Permits	8,456.16	3,000.00	5,456.16
5390 · Telephone & Internet	6,333.16	26,100.00	-19,766.84
5400 · Transportation, Meals & Travel			
5402 · Air, Lodging & Other Travel	1,819.77	700.00	1,119.77
5404 · Fuel	13,853.69	13,000.00	853.69
5406 · Meals	1,595.76	1,000.00	595.76
5408 · Mileage & Auto Allowance	928.66	1,000.00	-71.34
Total 5400 · Transportation, Meals & Travel	18,197.88	15,700.00	2,497.88
5410 · Utilities			
5412 · Electric & Gas	51,676.00	87,867.00	-36,191.00
5414 · Water	13,286.15	22,500.00	-9,213.85
5416 · Garbage	10,086.79	9,900.00	186.79
Total 5410 · Utilities	75,048.94	120,267.00	-45,218.06
Total Expense	1,874,018.54	2,081,970.00	-207,951.46
Net Ordinary Income	-794,223.86	0.00	-794,223.86
Other Income/Expense			
Other Expense			
9999 · Misc. Expense	-1,148,000.00		
Total Other Expense	-1,148,000.00		
Net Other Income	1,148,000.00		
Net Income	353,776.14	0.00	353,776.14

9:29 AM

PRPD

Profit & Loss Budget vs. Actual

07/03/19

July 2018 through June 2019

Accrual Basis

	% of Budget
Ordinary Income/Expense	
Income	
4100 · Tax Revenue	54.9%
4200 · Impact Fee revenue	160.9%
4300 · Program Income	35.7%
4350 · Concession & Merchandise sales	-2.0%
4400 · Donation & Fundraising Income	31.1%
4401 · Scholarships Granted	-27.1%
4500 · Grant Income	100.0%
4600 · Other Revenue	104.8%
4900 · Interest Income	1.4%
Total Income	51.9%
Gross Profit	51.9%
Expense	
5000 · Payroll Expenses	
5010 · Wages & Salaries	76.8%
5020 · Employer Taxes	75.6%
5030 · Employee Benefits	95.6%
5040 · Workers Comp Expense	74.9%
5050 · Accrued Leave	0.0%
5060 · Other Personnel Costs	828.8%
Total 5000 · Payroll Expenses	80.7%
5100 · Program Expenses	
5110 · Concession & Merchandise Exp.	17.0%
5130 · Program Supplies	55.6%
Total 5100 · Program Expenses	42.0%
5200 · Advertising & Promotion	22.1%
5220 · Bank & Merchant Fees	5.4%
5230 · Contributions to Others	83.2%
5240 · Copying & Printing	9.7%
5260 · Dues, Mbrshps, Subscr, & Pubs	176.6%
5270 · Education, Training & Staff Dev	77.9%
5280 · Equip., Tools & Furn (<\$5k)	
5282 · Office ET&F	95.7%
5284 · Program ET&F	0.1%
5286 · Small Tools & Equipment	502.3%
5280 · Equip., Tools & Furn (<\$5k) - Other	0.0%
Total 5280 · Equip., Tools & Furn (<\$5k)	162.2%
5290 · Equipment Rental	126.3%
5300 · Insurance	96.6%
5310 · Interest Expense	100.0%
5320 · Miscellaneous Expense	168.4%
5330 · Professional & Outside services	
5332 · Accounting	95.0%
5334 · Legal	100.5%
5336 · Engineering	10.0%
5338 · Other Prof. & Outside Labor	60.8%
5330 · Professional & Outside services - Other	0.0%
Total 5330 · Professional & Outside services	64.4%
5340 · Postage & Delivery	40.1%
5350 · Rent-Facility use fees	249.2%

9:29 AM

07/03/19

Accrual Basis

PRPD
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	% of Budget
5360 · Repair & Maintenance	
5361 · Building R&M	225.3%
5362 · Equipment R&M	69.5%
5363 · General R&M	424.1%
5364 · Grounds R&M	149.7%
5365 · Pool R&M	97.6%
5366 · Vehicle R&M	1,212.4%
5367 · Janitorial	72.4%
5368 · Security	104.9%
5369 · Vandalism	100.0%
Total 5360 · Repair & Maintenance	235.4%
5370 · Supplies - Consumable	
5372 · Office Supplies	161.6%
5374 · Safety & staff supplies	119.9%
Total 5370 · Supplies - Consumable	148.6%
5380 · Taxes, Lic., Notices & Permits	281.9%
5390 · Telephone & Internet	24.3%
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	260.0%
5404 · Fuel	106.6%
5406 · Meals	159.6%
5408 · Mileage & Auto Allowance	92.9%
Total 5400 · Transportation, Meals & Travel	115.9%
5410 · Utilities	
5412 · Electric & Gas	58.8%
5414 · Water	59.0%
5416 · Garbage	101.9%
Total 5410 · Utilities	62.4%
Total Expense	90.0%
Net Ordinary Income	100.0%
Other Income/Expense	
Other Expense	
9999 · Misc. Expense	
Total Other Expense	
Net Other Income	
Net Income	<u>100.0%</u>

PRPD
Profit & Loss by Job

	June 2019		
	RP1 General (Recovery Project)	RP2 Rentals (Recovery Project)	Total Recovery Project
Expense			
5000 · Payroll Expenses			
5010 · Wages & Salaries	12,343.50	0.00	12,343.50
5020 · Employer Taxes	907.04	0.00	907.04
5030 · Employee Benefits	3,253.81	0.00	3,253.81
Total 5000 · Payroll Expenses	16,504.35	0.00	16,504.35
5100 · Program Expenses			
5130 · Program Supplies	0.00	0.00	0.00
Total 5100 · Program Expenses	0.00	0.00	0.00
5200 · Advertising & Promotion			
5230 · Contributions to Others	0.00	0.00	0.00
5260 · Dues, Mbrshps, Subscr, & Pubs			
5270 · Education, Training & Staff Dev	0.00	0.00	0.00
5280 · Equip., Tools & Furn (<\$5k)			
5284 · Program ET&F	0.00	0.00	0.00
5286 · Small Tools & Equipment	398.98	0.00	398.98
Total 5280 · Equip., Tools & Furn (<\$5k)	398.98	0.00	398.98
5290 · Equipment Rental			
5310 · Interest Expense	6,762.02	87.45	6,849.47
5310 · Interest Expense			
5320 · Miscellaneous Expense	0.00	0.00	0.00
5330 · Professional & Outside services			
5338 · Other Prof. & Outside Labor	0.00	0.00	0.00
Total 5330 · Professional & Outside services	0.00	0.00	0.00
5340 · Postage & Delivery			
5350 · Rent-Facility use fees	0.00	0.00	0.00
5350 · Rent-Facility use fees			
5360 · Repair & Maintenance	1,480.00	0.00	1,480.00
5360 · Repair & Maintenance			
5361 · Building R&M	0.00	0.00	0.00
5362 · Equipment R&M	69.00	0.00	69.00
5363 · General R&M	1,397.25	0.00	1,397.25
5364 · Grounds R&M	11,493.22	0.00	11,493.22
5365 · Pool R&M	2,081.08	0.00	2,081.08
5366 · Vehicle R&M	78.08	0.00	78.08
5367 · Janitorial	0.00	0.00	0.00
Total 5360 · Repair & Maintenance	15,118.63	0.00	15,118.63
5370 · Supplies - Consumable			
5372 · Office Supplies	0.00	0.00	0.00
5374 · Safety & staff supplies	98.59	0.00	98.59
Total 5370 · Supplies - Consumable	98.59	0.00	98.59
5380 · Taxes, Lic., Notices & Permits			
5390 · Telephone & Internet	0.00	0.00	0.00
5390 · Telephone & Internet			
5400 · Transportation, Meals & Travel	244.58	0.00	244.58
5400 · Transportation, Meals & Travel			
5402 · Air, Lodging & Other Travel	158.20	0.00	158.20
5404 · Fuel	355.68	0.00	355.68
5406 · Meals	0.00	0.00	0.00

PRPD
Profit & Loss by Job

	June 2019		
	RP1 General (Recovery Project)	RP2 Rentals (Recovery Project)	Total Recovery Project
5408 - Mileage & Auto Allowance	0.00	0.00	0.00
Total 5400 - Transportation, Meals & Travel	513.88	0.00	513.88
5410 - Utilities			
5412 - Electric & Gas	0.00	0.00	0.00
5416 - Garbage	2,088.24	0.00	2,088.24
Total 5410 - Utilities	2,088.24	0.00	2,088.24
Total Expense	43,209.27	87.45	43,296.72
	-43,209.27	-87.45	-43,296.72
	-43,209.27	-87.45	-43,296.72



2233 Fair Street • Chico, CA 95928 • Phone: (530)343-6055 • Fax: (530)343-2756

MEMORANDUM

Date: May 31, 2019

To: Colleen Campbell
Paradise Recreation & Park District
6626 Skyway
Paradise, CA 95969

From: Andrea Moriarty, Director of Community Services
Jackie Glazer, Program Coordinator

Subject: Do-It Leisure's Annual Report

Attached for your review, is Do-It Leisure's Annual Report for the 2018-2019 fiscal year as agreed upon in section four of the current year's contract. This report includes a copy of the Community Program Annual Budget, a Financial Statement indicating all expenditures and revenues as of April 30, 2019, as well as the participant statistics, and a list of the programs/activities offered throughout the year.

If you have any questions, or need any additional information, please don't hesitate to contact Andrea or Jackie.

Thank you again for all of your support!

Budget Items	July	August	September	October	November	December	January	February	March	April	May	June	Annual Total
	21	23	19	22	20	18	20	19	21	22	22	20	247
Billing Days													
Fundraising/Donations	\$1,873	\$173	\$23	\$23	\$23	\$23	\$1,273	\$23	\$23	\$23	\$23	\$23	\$3,526
Activity Fees	\$0	\$0	\$1,843	\$0	\$2,859	\$2,535	\$0	\$2,596	\$1,912	\$0	\$1,765	\$0	\$13,510
Membership Fees	\$175	\$350	\$210	\$595	\$455	\$70	\$140	\$455	\$560	\$630	\$70	\$315	\$4,025
Client Trips	\$4,522	\$5,653	\$1,692	\$23,650	\$2,252	\$1,588	\$1,185	\$1,430	\$2,699	\$1,650	\$2,550	\$2,650	\$51,521
Grants	\$0	\$6,511	\$1,250	\$0	\$0	\$0	\$3,000	\$7,761	\$0	\$0	\$0	\$0	\$18,522
Retail Sales	\$0	\$0	\$575	\$905	\$10	\$801	\$0	\$835	\$660	\$30	\$560	\$0	\$4,376
Total Revenue	\$8,570	\$14,687	\$7,593	\$27,173	\$7,599	\$7,017	\$7,598	\$15,100	\$7,854	\$4,333	\$6,968	\$4,988	\$119,480
Salaries/Wages	\$4,906	\$5,076	\$5,191	\$4,643	\$4,184	\$4,237	\$3,468	\$3,942	\$3,949	\$3,840	\$4,255	\$4,103	\$51,792
Insurance Benefits	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$480
ER - Tax Shelter	\$96	\$96	\$96	\$96	\$96	\$96	\$103	\$103	\$103	\$103	\$103	\$103	\$1,194
Payroll Taxes	\$466	\$482	\$493	\$441	\$397	\$403	\$329	\$374	\$375	\$365	\$404	\$390	\$4,920
Worker's Comp - Staff	\$126	\$130	\$133	\$119	\$107	\$108	\$89	\$101	\$101	\$98	\$109	\$105	\$1,326
Total Personnel Expense	\$5,726	\$5,917	\$6,046	\$5,432	\$4,917	\$4,977	\$4,122	\$4,653	\$4,661	\$4,539	\$5,004	\$4,834	\$60,828
Marketing/Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Client Trip Expense	\$2,361	\$2,486	\$1,741	\$18,977	\$1,186	\$751	\$674	\$698	\$1,129	\$1,250	\$1,450	\$2,275	\$34,978
Depreciation - Auto	\$345	\$345	\$345	\$345	\$345	\$345	\$345	\$345	\$345	\$345	\$345	\$345	\$4,140
Employee Screening	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$101	\$0	\$101
First Aid Supplies	\$0	\$0	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$50	\$0	\$100
Fuel	\$95	\$95	\$80	\$80	\$75	\$75	\$75	\$85	\$85	\$85	\$90	\$95	\$1,015
Fundraising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$600
Insurance - Auto	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$1,764
Insurance - Liability	\$56	\$56	\$56	\$56	\$56	\$56	\$56	\$56	\$56	\$56	\$56	\$56	\$672
Janitorial Services/Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lease - Equipment	\$86	\$86	\$86	\$86	\$86	\$86	\$86	\$86	\$86	\$86	\$86	\$86	\$1,032
Maintenance - Auto	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$360
Maintenance - Auto Internal	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$1,980
Maintenance - Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance-Software	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$45	\$540
Maintenance - Premises	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$4	\$48
Bank Charges	\$0	\$0	\$12	\$18	\$0	\$16	\$0	\$17	\$13	\$1	\$11	\$0	\$88
Office Supplies	\$15	\$120	\$15	\$15	\$15	\$15	\$120	\$15	\$15	\$15	\$120	\$15	\$495
Postage	\$0	\$0	\$125	\$0	\$0	\$0	\$125	\$0	\$0	\$0	\$0	\$0	\$375
Program Supplies	\$75	\$0	\$0	\$0	\$30	\$0	\$0	\$0	\$30	\$0	\$0	\$0	\$285
Raw Materials	\$100	\$1,000	\$650	\$1,500	\$300	\$1,250	\$1,350	\$1,150	\$1,150	\$100	\$1,350	\$100	\$10,000
Safety Equipment/Services	\$0	\$0	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50
Computer Supplies/Equipment	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$26	\$312

WORK TRAINING CENTER
INCOME STATEMENT
09

Do-It Community Programs

RUN: 5/30/2019

ENDING: 4/30/2019

Name	PERIOD TO DATE			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance
Fundraising/Donations	1,320	23	1,297	8,613	3,480	5,133
Activity Fees	1,321	0	1,321	8,931	11,745	(2,814)
Membership Fees	321	630	(309)	2,649	3,640	(991)
Client Trips	2,800	1,650	1,150	37,680	46,321	(8,641)
Grants	0	0	0	15,522	18,522	(3,000)
Other Income	2,000	2,000	0	20,000	20,000	0
Retail Sales	399	30	369	2,804	3,816	(1,012)
Total Revenue	8,161	4,333	3,828	96,199	107,524	(11,325)
Gross Profit	8,161	4,333	3,828	96,199	107,524	(11,325)
	Actual	Budget	Variance	Actual	Budget	Variance
Salaries/Wages	5,291	3,840	(1,451)	51,354	43,434	(7,920)
Insurance Benefits	45	40	(5)	419	400	(19)
ER - Tax Shelter	20	103	83	287	988	701
Employee Benefits	0	93	93	0	930	930
Payroll Taxes	425	365	(60)	4,231	4,126	(105)
Worker's Comp - Staff	81	98	17	979	1,112	133
Total Personnel Expense	5,863	4,539	(1,324)	57,270	50,990	(6,279)
Client Trip Expenses	2,848	1,250	(1,598)	26,996	31,253	4,257
Depreciation - Auto	345	345	0	3,448	3,450	2
Dues/Subscriptions	0	0	0	30	30	0
Employee Screening	0	0	0	324	0	(324)
First Aid Supplies	0	0	0	0	50	50
Fuel	155	85	(70)	788	830	42
Fundraising	0	0	0	67	0	(67)
Client Can Fund	0	0	0	5	0	(5)
Insurance - Auto	133	147	14	1,330	1,470	140
Insurance - Liability	55	56	1	550	560	10
Lease - Equipment	87	86	(1)	894	860	(34)
Maintenance - Auto	0	30	30	681	300	(381)
Maint. Auto - Internal	290	165	(125)	1,668	1,650	(18)
Maintenance-Software	35	45	11	449	450	2
Maintenance - Premises	0	4	4	115	40	(75)
Medical Expense - Staff	0	0	0	0	165	165
Bank Charges	13	1	(12)	241	76	(164)
Office Supplies	0	15	15	200	360	160
Outside Services	3	3	1	32	30	(2)
Personnel Recruitment	0	0	0	30	0	(30)
Postage	0	0	0	124	250	126
Program Supplies	59	0	(59)	420	135	(285)
Raw Materials	1,130	100	(1,030)	6,824	8,550	1,726
Safety Equipment/Services	0	0	0	42	50	8
Computer Supplies/Equipment	24	26	2	218	260	42
Licenses/Permits - Auto	289	0	(289)	741	411	(330)
Licenses/Permits - Other	0	0	0	0	76	76
Taxes - Other	0	0	0	50	0	(50)
Telephone/Internet	176	88	(88)	1,511	880	(631)
Telephone - Cellular	59	0	(59)	352	0	(352)
Transportation - Non Route	0	0	0	674	2,132	1,458
Trash Removal	9	9	(0)	84	90	6
Utilities	70	90	20	693	760	67
Total Other Expense	5,778	2,545	(3,234)	49,580	55,168	5,588
Total Operating Expense	11,641	7,084	(4,558)	106,850	106,158	(691)
Net Income (Loss)	(3,480)	(2,751)	(729)	(10,651)	1,366	(12,017)
Distributed Admin Net	(3,976)	1,166	(5,142)	9,069	164,087	(155,018)
Net per Admin Distribution	496	(3,917)	4,413	(19,720)	(162,721)	143,001
Distr Share of Prod Gnr	0	0	0	0	0	0
Net Net	496	(3,917)	4,413	(19,720)	(162,721)	143,001

DO-IT LEISURE PARTICIPANT STATISTICS
DATES: JANUARY 1, 2019 - JUNE 30, 2019

Units Of Service = Total number of hours served.

ACTIVITY OR EVENT	BUDGET CODE: C = Community (DILCOM-09)	CHICO	PARADISE	OROVILLE	OTHER (Gridley, Artois, Los Molinos, Durham.)	TOTAL CLIENTS	UNITS OF SERVICE
1 Bowling (ORO)	C	0	0	5	0	5	260
2	C						
3 Valentine's Dance	C	100	18	60	5	183	549
4 Spring Fling Dance	C	45	5	33	8	91	273
5 Great Gatsby Prom Dance	C	70	3	40	2	115	345
6 New Years Bingo Night	C	18	5	1	1	25	75
7 Harlem Globetrotters	C	6	1	0	0	7	56
8 Karaoke	C	12	4	1	0	17	51
9 Disney On Ice	C	8	0	0	0	8	72
10 Mama Mia	C	7	2	0	1	10	60
11 Game Night	C	21	1	1	1	24	72
12 Cirque Du Soleil	C	8	0	0	0	8	96
13 Matinee & Mingle: Dumbo	C	8	1	0	1	10	50
14 SF Giants vs CO Rockies	C	3	0	4	0	7	98
15 Bingo	C	25	0	1	3	29	87
16 Beauty & the Beast	C	7	1	0	0	8	40
17 Alice in Wonderland	C	6	0	0	1	7	84
18 Craft Night	C	13	0	0	3	16	48
19 Matinee & Mingle: Aladdin	C	7	1	0	0	8	40
20 Sacramento Rivercats Game	C	7	0	0	0	7	84
21 Reno	C	26	0	1	3	30	420
22 BBQ & Lawn Games	C	21	0	2	1	24	72
PARTICIPATION >>>		418	42	149	30	639	

TOTAL UNITS OF SERVICE >>>	2,932
CHICO	65%
PARADISE	7%
OROVILLE	23%
OTHER	5%
TOTAL	100%

estimated percentage of clients served per district >

DO-IT LEISURE PARTICIPANT STATISTICS

DATES: JULY 1, 2018 - DECEMBER 31, 2018

Units Of Service = Total number of hours served.

ACTIVITY OR EVENT	BUDGET CODE: C = Community (DILCOM-09)	CHICO	PARADISE	OROVILLE	OTHER (Gridley, Artois, Los Molinos, Durham)	TOTAL CLIENTS	UNITS OF SERVICE
1 Bowling (PAR)	C	0	7	2	0	9	486
2 Bowling (ORO)	C	0	0	6	0	6	324
3 Halloween Dance Party	C	70	85	65	10	230	690
4 Holiday Dance Party	Cancelled due to Camp Fire						0
5 Chico Heat Game	C	9	5	0	1	15	75
6 Silver Dollar Speedway	C	5	7	1	0	13	65
7 Willits KOA Camp	C	8	1	0	1	10	480
8 Sunsplash Water Park	C	8	6	0	1	15	180
9 Manchester KOA Camp	C	10	1	0	2	13	624
10 Shasta Caverns	Cancelled due to fire	5	5	1	0	11	110
11 Fall Bingo	C	15	8	0	2	25	75
12 West Coast Monster Trucks	C	7	5	3	0	15	75
13 Halloween Craft and Movie night	C	12	7	0	2	21	63
14 Disney on Ice	C	5	5	0	0	10	100
15 Turkey Bingo	Cancelled due to camp fire	25	4	0	2	31	93
16 Nevada City Victorian Christmas	Cancelled due to unsafe weather conditions	6	4	0	0	10	30
17 Las Vegas	C	6	2	0	1	9	720
PARTICIPATION > > >							
TOTAL UNITS OF SERVICE > > >							4,190

estimated percentage of clients served per district > >

CHICO 43% PARADISE 34% OROVILLE 18% OTHER 5% TOTAL 100%

**Italics = Trips that are planned for June 2017 but have not occurred yet.
Numbers are based off of our current sign-up sheets. Activities in red are estimated numbers.*

Paradise Participant Tracking

FIRST	LAST	CITY	PART?	Still receiving services after camp fire
A	N	Magalia	x	
J	S	Magalia		
C	H	Magalia		
C	W	Magalia	x	
B	P	Magalia	x	
M	F	Magalia	x	x
J	S	Magalia		
J	E	Magalia	x	x
C	U	Magalia	x	x
T	C	Magalia	x	
E	G	Magalia		
I	S	Magalia	x	
L	S	Magalia		
A	S	Magalia	x	
J	M	Magalia		
P	B	Magalia		
K	B	Magalia		x
S	D	Magalia		
R	H	Magalia	x	
D	H	Magalia		x
P	H	Magalia	x	
K	V	Magalia		
A	W	Magalia		
A	B	Paradise		
R	H	Paradise		
J	L	Paradise		
S	A	Paradise		
F	M	Paradise	x	
J	T	Paradise	x	x
D	S	Paradise		
C	J	Paradise		
J	P	Paradise	x	x
R	B	Paradise		
T	H	Paradise		
B	M	Paradise		
M	W	Paradise	x	
B	S	Paradise		x
C	M	Paradise		

S	J	Paradise	x	
D	H	Paradise	x	x
L	H	Paradise		
C	F	Paradise		
L	E	Paradise	x	x
J	P	Paradise	x	x
A	H	Paradise		
E	B	Paradise		
R	S	Paradise		
R	M	Paradise	x	
S	B	Paradise		
T	S	Paradise		
A	M	Paradise		
J	A	Paradise		
C	E	Paradise		x
N	L	Paradise	x	
J	B	Paradise		
R	A	Paradise		
D	C	Paradise		
S	L	Paradise	x	x
A	W	Paradise		
M	V	Paradise	x	
C	R	Paradise		
T	B	Paradise		
L	F	Paradise	x	x
D	B	Paradise	x	x
K	H	Paradise		
T	C	Paradise	x	x
R	W	Paradise	x	
K	D	Paradise	x	x
B	D	Paradise	x	x
K	R	Paradise		
H	M	Paradise		
M	R	Paradise	x	
S	C	Paradise	x	x
K	S	Paradise	x	x
A	C	Paradise		
E	C	Paradise		
H	D	Paradise	x	x
J	S	Paradise	x	
S	D	Paradise		
A	B	Paradise	x	x
K	T	Paradise	x	x

C	B	Paradise	x	
R	B	Paradise	x	x
L	A	Paradise	x	
V	M	Paradise		
W	T	Paradise	x	
S	V	Paradise		
D	P	Paradise	x	x
C	N	Paradise	x	
D	S	Paradise	x	
G	G	Paradise	x	
J	J	Paradise	x	
K	M	Paradise	x	
H	L	Paradise	x	x
A	H	Paradise	x	
R	M	Paradise	x	
F	H	Paradise	x	x
J	H	Paradise	x	
A	H	Paradise	x	
E	H	Paradise		
R	M	Paradise	x	x
M	D	Paradise	x	
J	M	Paradise	x	
L	W	Paradise	x	
B	M	Paradise	x	x
G	G	Paradise	x	
J	G	Paradise	x	
S	M	Paradise	x	
E	G	Paradise	x	
C	G	Paradise	x	x
S	G	Paradise	x	
L	G	Paradise	x	x
J	N	Paradise	x	
M	O	Paradise	x	x
V	P	Paradise		
V	H	Paradise		
P	L	Paradise	x	x
S	H	Paradise	x	
C	Y	Paradise	x	
L	S	Paradise		x
T	W	Paradise	x	
K	C	Paradise		
J	C	Paradise	x	
A	L	Paradise	x	

D	B	Paradise		
T	M	Paradise	x	x
D	J	Paradise		
T	R	Paradise	x	x
P	D	Paradise		
J	N	Paradise	x	x
V	H	Paradise		
V	H	Paradise		
H	H	Paradise		
S	Q	Paradise		
C	W	Paradise		
M	W	Paradise	x	
K	F	Paradise	x	x
D	S	Paradise	x	x
J	C	Paradise	x	x
B	C	Paradise		
K	C	Paradise	x	
A	Z	Paradise		
E	R	Paradise	x	
P	L	Paradise	x	
S	G	Paradise		
L	H	Paradise	x	x
B	C	Paradise		
D	C	Paradise		
S	G	Paradise		
M	M	Paradise		
S	R	Paradise	x	
T	H	Paradise	x	
T	M	Paradise		
C	S	Paradise	x	
J	F	Paradise		
V	S	Paradise		

2019-2021 AGREEMENT

BETWEEN DO-IT LEISURE AND
PARADISE RECREATION AND PARK DISTRICT

Community and Sports for Persons with Disabilities

This Agreement is made and entered into this 10th day of July 2019 by and between *DO-IT LEISURE*, a division of the *WORK TRAINING CENTER FOR THE HANDICAPPED, INC.* hereinafter referred to as “*WTC/DO-IT*” and the *PARADISE RECREATION AND PARK DISTRICT* hereinafter referred to as “*PRPD.*” This agreement is effective for two (2) years; from July 10, 2017 to June 30, 2021.

WITNESSETH:

1. *WTC/DO-IT* agrees to provide Community and Sports Programs for individuals with disabilities throughout the Chico Area Recreation District, Feather River Recreation and Park District and Paradise Recreation and Park District. Programs will be offered on a weekly basis at various community facilities in these three Districts. Program contents will have an emphasis on programs for persons with developmental disabilities.
2. *PRPD* agrees to fund this Community and Sports Program of *WTC/DO-IT* in the total amount of \$5011.00 per fiscal year and will be paid in four equal payments: August 1, 2019 and February 1, 2020; and August 1, 2020 and February 1, 2021.
3. *WTC/DO-IT* agrees to indemnify and hold harmless *PRPD* from and against all costs for injury or death to persons or damage to property (including the persons or property of *WTC/DO-IT*, their employees, volunteers and representatives), arising out of this Agreement or the use, maintenance, operation, or control, or use in any manner of said property and that *WTC/DO-IT* will carry and pay all premiums upon a policy of General Liability Insurance for

bodily injury and property damage in the sum of one million dollars (\$1,000,000) combined single limit for each occurrence which policy shall name *PRPD* as an additional insured, and proof of sufficient insurance shall be given by *WTC/DO-IT* with certificate of such insurance and additional insured endorsement (CG2026) prior to facility usage. *WTC/DO-IT* shall take out and maintain during this Agreement Workman’s Compensation Insurance for all employees connected with *WTC/DO-IT* and provide *PRPD* with a copy of such insurance prior to facility usage.

- 4. *WTC/DO-IT* agrees to provide *PRPD Board of Directors* with a two-year report which will include a copy of the Community and Sports Program budget and financial statements indicating all sports expenditures and revenues, total number of individual participants served, number of participants in each program, and programs offered, delivered to the *PRPD* main office by Wednesday, June 2, 2021. A representative from *WTC/DO-IT* will attend the June 9, 2021 *PRPD* Board meeting to review these documents.
- 5. Parties hereto agree that this Agreement may be terminated by either party upon giving the other party thirty (30) days written Notice of Intention to do so.
- 6. This Agreement shall terminate on June 30, 2021. However, it may be extended upon mutual agreement of both parties on a two-year basis.

DAN EFSEAFF
PRPD District Manager

DON KRYSAKOWSKI
Work Training Center Executive Director

DATE

DATE



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

Resolution #19-07-1-463

RESOLUTION OF THE PARADISE RECREATION AND PARK DISTRICT BOARD OF DIRECTORS AUTHORIZING THE OPENING OF AN ACCOUNT AT FIVE STAR BANK

WHEREAS, the Board of Directors of the Paradise Recreation and Park District (herein “Board”) is a local non-enterprise special district formed and authorized to provide services within its jurisdiction, pursuant to State of California Public Resources Code, Division 5, Chapter 4, Article 1, commencing with Section 5780; and,

WHEREAS, on June 12, 2019, the Board of Directors approved the opening of an account at Five Star Bank with funds held in a checking account at Rabobank.

NOW, THEREFORE BE IT RESOLVE, DETERMINED AND ORDERED by the Paradise Recreation and Park District Board of Directors as follows:

1. The Paradise Recreation and Park District Board of Directors authorizes the following:
 - a. Creation of an account at Five Star Bank [Attachment A];
 - b. The transfer of funds from a checking account at Rabobank to Five Star Bank;
 - c. The District Manager is authorized to execute the Contract for Deposit of Monies.
2. The following persons and their successors are authorized to sign on the account:

Mary Bellefeuille, Board Chairperson	Steve Rodowick, Board Director
Al McGreehan, Board Vice Chairperson	Julie Van Roekel, Board Director
Robert Anderson, Board Secretary	Dan Efseaff, District Manager

Resolution #19-07-1-463

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PASSED AND ADOPTED by the Board of Directors of the Paradise Recreation and Park District the 10th day of July 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mary Bellefeuille, Chairperson

Attest:

Robert Anderson, Secretary



May 13, 2019

Rick Wood
Finance and Administration Director
California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814

Dear Mr. Wood,

Thank you for giving Five Star Bank the opportunity to provide this proposal to the Paradise Recreation and Park District.

We believe that you deserve nothing less than outstanding customer service, reliability, competitive pricing, efficient means of managing your accounts electronically and direct access to a team of qualified banking professionals who are keenly knowledgeable with non-profits and municipalities, the statutes that pertain to public funds and who also have the experience of having managed at a public entity. We have the experience, expertise and hands on approach that sets us apart.

We believe Five Star Bank is the perfect partner for the Paradise Recreation and Park District. As a sign of our partnership, Five Star Bank is offering the District:

- **An interest checking account free of all charges that pays 0.25% interest - We are offering a checking account with no fees and an interest rate of 0.25% on their balances in the interest checking account. We will guarantee this rate for 48 months.**
- **A public money market account that matches the most recently published monthly rate at LAIF (currently 2.445%).** - The rate is reset each month to match the most recently published monthly LAIF rate. Interest is paid monthly on the 1st of the month. Money market accounts are limited to 6 withdrawals per month (wires, ACH, checks, transfers).

These accounts will include the following:

- **Checking account with ability to write checks**
- **Free online banking with online transfer capability between accounts**
- **ACH capability (requires credit approval)**
- **Wire transfer capability**
- **Remote Deposit Capture w/free scanner provided**
- **Mobile Deposit**
- **Five Star Bank will provide your initial order of checks, deposit slips, and endorsement stamps at no charge.**

Best of all, we have a branch located at 1370 E. Lassen Avenue, Suite 100 in Chico! This will allow all employees the ability to cash their checks and get the pay as quickly as possible. Any employee accounts that are opened up at Five Star Bank will also be free of charge.

This opportunity is important to our Bank and, as always, we take every measure possible to ensure your success. We can assure you that we will personally oversee the entire transition, provide your staff with all the necessary training they need and provide you with designated backup personnel as well. We will be your partner every step of the way, from pre-conversion through conversion, to the launch.

Please let us know if we can discuss the opportunity in greater detail and plan the next steps to move forward. Thank you once again for this opportunity. We look forward to building a long, sustainable future with the Paradise Recreation and Park District.

Sincerely,



Jerry Legg, CTP
SVP/Government Banking Manager

t: [916-640-1512](tel:916-640-1512) | m: [916-471-9977](tel:916-471-9977)

e: jlegg@fivestarkbank.com

a: 2240 Douglas Blvd., Suite 100
Roseville, CA 95661



Celebrating 20 Years!