

Paradise Recreation and Park District
Board of Directors Regular Meeting
Via Zoom Teleconference
April 14, 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.

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=YlBnYlBpM0VMVk4vNzkxd2JXRHQzQT09>
Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma)
Meeting ID: 845 1856 1101 Password: 282411

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1. CALL TO ORDER:

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

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

Present: Vice Chairperson Steve Rodowick and Secretary Robert Anderson

Present via tele-conference: Chairperson Mary Bellefeuille, Director Al McGreehan, and Director Julie Van Roekel.

Absent: None

PRPD STAFF:

Present: Office Manager Colleen Campbell and Recreation Supervisor Scott Amick

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

1.3 WELCOME GUESTS:

Chairperson Bellefeuille welcomed the following guests:

Present via tele-conference: John Stonebraker, Citizen.

1.4 SPECIAL PRESENTATION:

Matt Duarte, Executive Director of the California Association of Recreation and Park Districts [CARPD], in a pre-recorded presentation to the California State Assembly, discussed the importance of recreation and park districts and the need for financial support.

2. PUBLIC COMMENT:

Staff informed the Board no comments were received via electronic mail by the 1:00 p.m. deadline on April 14, 2021.

Chairperson Bellefeuille asked if there were any additional public comments. Seeing and hearing none, Chairperson Bellefeuille directed the Board's attention to the Consent Agenda and asked if there were any items to be removed and heard separately.

3. CONSENT AGENDA**3.1 Board Minutes:****a. Regular Meeting of March 10, 2021****3.2 Correspondence:****a. Board Member Julie Van Roekel Letter of Resignation, effective May 13, 2021.****3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #052191 to and including #052273; and Check #900640 to and including #900649 in the total amount of \$162,311.64 including reported refunds and voided checks.****3.4 Ratify amended Pacific Gas & Electric (PG&E) agreement for usage of the Terry Ashe Recreation Center for Public Safety Power Shut Off Events.****3.5 Information Items (Acceptance Only):****A. Safety Committee Meeting Draft Minutes of March 18, 2021**

Chairperson Bellefeuille requested that item 3.2a – Board Member Julie Van Roekel Letter of Resignation, effective May 13, 2021 be removed and heard separately.

Chairperson Bellefeuille stated she would entertain a motion on the remaining Consent Agenda items.

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 item 3.2a – Board Member Julie Van Roekel Letter of Resignation, effective May 13, 2021 and commented it is with regret that the Board approves Board Member Van Roekel's letter of resignation, effective May 13, 2021. The Board concurred and echoed their regrets also but wished her well.

MOTION:

Chairperson Bellefeuille moved to approve Consent Agenda item 3.2a as presented. The motion was seconded by Vice Chairperson Rodowick and carried with 4 ayes, 1 abstention.

ROLL CALL VOTE:

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

4. COMMITTEE REPORTS

4.1 Finance Committee (Rodowick/McGreehan) – The Committee met on March 11, 2021 to (1) review reserve resolution and policy; (2) review potential investment portfolio for Board consideration; and (3) oral report of the 2021-2022 draft budget.

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

4.2 Recreation and Park Committee (Anderson/Rodowick) – The Committee met on April 6, 2021 to (1) review revised park plans for Lakeridge and Noble Parks – Park updated design plans for Noble Park and Lakeridge Park have been developed based on public input gathered since December 2019; and (2) in Closed Session – Potential interest in real estate negotiations related to park expansion within District boundaries.

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

4.3 Finance Committee (Rodowick/McGreehan) – The Committee met on April 8, 2021 to (1) continue review of Reserve Policy and resolution for Board consideration and possible approval; and (2) review 2021-2022 draft budget and short- and long-term capital improvements.

Committee Chairperson Rodowick provided the Board with an oral report stating the Reserve Policy will be heard in New Business for possible Board consideration and approval. The Board concurred to receive this report as presented.

5. REPORTS

5.1 District Report

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

5.2 Board Liaison Reports (Oral Reports)

- Director McGreehan reported he attended a LAFCO meeting on April 1, 2021 where the proposed 2021-2022 budget was adopted.

- Director Bellefeuille reported she attended a Regenerating Paradise meeting where they met with other districts to see their models on cultural hubs.

5.3 Review 2021-2022 Draft Budget

District Manager Efseaff provided a brief oral report supplementing the written documentation presented to the Board.

6. CLOSED SESSION - None

7. OLD BUSINESS

7.1 **Amended TNC Cooperative and Second Task Agreements – Staff is seeking to align the Cooperative Agreement and Second Task Agreement dates to allow full use of the \$100,000 in grant funds.**

District Manager summarized the written information presented to the Board. After a brief discussion Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director McGreehan moved that the Board of Directors authorize the District Manager to work with The Nature Conservancy to amend the agreement dates as presented to allow for the full use of funds under the recently approved second task agreement; and (2) authorize the District Manager to sign the amended Cooperative and Second Task Agreements on behalf of the District. 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.

8. NEW BUSINESS

8.1 **LAFCO 2021 Election Ballot – The PRPD Board of Directors will consider voting for one candidate for a Regular Non-Enterprise Member and one candidate for an Alternate Enterprise/Non-Enterprise Member listed on the ballot or choose to vote for a write-in candidate. Deadline to submit ballot is May 14, 2021.**

Director McGreehan summarized the process and also stated his desire to continue serving on the LAFCO commission.

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

MOTION:

Chairperson Bellefeuille moved to cast a vote for Al McGreehan, Regular Non-Enterpriser Member and Larry Bradley, Alternate Enterprise/Non-Enterprise Member. The motion was seconded by Director Van Roekel and carried with 4 ayes, 1 abstention.

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, abstain.

The Board recognized the publishing of the April 14, 2021 Supplemental Agenda concerning item 8.2.

- 8.2 Resolution 21-04-1-496 Finance Reserve Policy – As part of a series of actions to fortify the District’s financial position and to add transparency, staff have been working with the Finance Committee and California Special Districts Association to develop a Reserve Policy. The policy sets guidelines for saving, using, and reporting funds. This follows previous actions to develop a Financial Investments Policy and authorized staff to open new accounts. The investment and reserve policies for special districts will increase transparency and ensure greater compliance with Governmental Accounting Standards Board Statement No. 54.**

District Accountant Merrifield summarized the written report presented to the Board. The Board had open discussion with staff and Finance Committee members Rodowick and McGreehan.

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

MOTION:

Director Van Roekel moved that the Board of Directors approve Resolution #21-04-496 adopting the Finance Reserve Policy as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

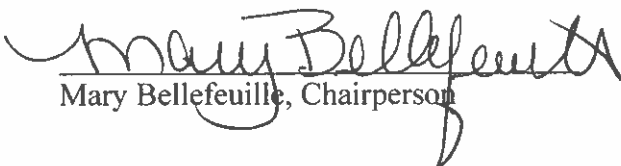
Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

9. BOARD COMMENT:

Vice Chairperson Rodowick requested that Board members and staff attend the May meeting in person to celebrate Director Van Roekel.

10. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 7:34 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on May 12, 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