



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room B
Wednesday, February 08, 2023, 6:00 pm

Members of the public may submit comments prior to the meeting via email to BODclerk@paradisepdpd.com before 1:00 p.m. on the day of the meeting or they may comment on Agenda items on during 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. The public may access this meeting remotely: Web Access: <https://us02web.zoom.us/j/84518561101?pwd=TXRZdUNPTk5MNFM1SWdvdzlmZENUQT09> Telephone Access: **Dial:** +1 669 900 9128. **Meeting ID:** 845 1856 1101 **Password:** 6626

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll Call
- 1.3. Welcome Guests:

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes: Regular Meeting of January 11, 2023
- 3.2. Payment of Bills/Disbursements (Warrants and Checks Report)
Check #055030 – 055132 and ACHs
- 3.3. Information Items (Acceptance only):
 - A. Safety Committee Minutes from January 19, 2023

4. COMMITTEE REPORTS

- 4.1. Recreation and Park Committee Meeting of January 24, 2023. – The Committee met to discuss Lakeridge Park and the possible PG&E Easement at Nobel Park.

5. OLD BUSINESS

- 5.1. Memorandum of Understanding (MOU) to Support the Honey Run Covered Bridge Association (HRCBA). – The HRCBA seeks to expand the partnership with the District in support the rebuild of the Honey Run Covered Bridge. This icon was located within District boundaries. HRCBA desires consultation and expertise on park planning, conceptual park designs, potential funding sources and grants, and long-term management options. **Recommendation:** *Authorize District Manager to complete expanded MOU.*
- 5.2. Resolution #23-02-1-522- for signatory authority. – In December of 2022, California Office of Emergency Services (CALOES) awarded the District a grant from the Federal Emergency Management Administration’s (FEMA) Building Resilient Infrastructure in Communities (BRIC) program to fund the next phase of the Buffer Project. In order to move forward, signatory authority must be designated to members of staff. **Recommendation:** *Approve resolution to provide District Manager and Assistant District Manager signatory authority.*
- 5.3. FY 2022-23 Mid-Year Budget Review – Staff will provide an update on the budget to date using the reports in the District Report (*Information Only*).

6. NEW BUSINESS - NONE

7. REPORT

- 7.1. District Report
- 7.2. Board Liaison Report

8. **CLOSED SESSION**

8.1. The Board will meet in Closed Session pursuant to California Government Code Section 54956.8, to discuss real estate negotiations within District boundaries.

9. **BOARD COMMENT**

10. **ADJOURNMENT**

Adjourn to the next regular meeting on 3/8/2023 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@paradisepdpd.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.

004920

Paradise Recreation and Park District
Board of Directors Regular Meeting
 Terry Ashe Recreation Center
 January 11, 2023

MINUTES

1. CALL TO ORDER:

Board Chairperson Steve Rodowick called the Regular Meeting of the Paradise Recreation and Park District Board of Directors to order at 6:01 p.m.

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Rodowick led the Pledge of Allegiance.

1.2 ROLL CALL:

Present: Steve Rodowick (Chairperson), Robert Anderson (Vice- Chairperson), Mary Bellefeuille (Secretary), Al McGreehan (Director), Jen Goodlin (Director).

PRPD STAFF:

Present: Dan Efseaff (District Manager), Kristi Sweeney (Assistant District Manager), Scott Amick (Recreation Supervisor), Jeff Dailey (Recreation Supervisor), Catherine Merrifield (District Accountant), Sunny Quigley (Administrative Assistant II / Stand-in Board Clerk)

Present via teleconference: Sarah Hoffman (Board Clerk)

1.3 WELCOME GUESTS:

Chairperson Rodowick welcomed the guests present.

Present: None

Present via teleconference: John Stonebraker.

1.4 SPECIAL PRESENTATIONS: None

2. PUBLIC COMMENT: None

3. CONSENT AGENDA:

3.1 Board Minutes: Regular Meeting of December 14, 2022

3.2 Payment of Bills/Disbursements (Warrants and Checks Report)

Check #054830 – 055029 and ACHs

3.3 Information Items (Acceptance only): Safety Committee Meeting Minutes from Safety Committee Meeting of December 22, 2022

004921

Secretary Bellefeuille pulled item 3.3 and Board Clerk Quigley pulled item 3.1. Chairperson Rodowick then asked for a motion for Item 3.2.

MOTION:

Director McGreehan moved to approve item 3.2. Vice- Chairperson Anderson seconded the motion and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye; Director Goodlin, aye.

Pulled Item 3.1

Board Clerk Quigley briefly explained what the corrections were.

Director McGreehan then asked if the board had a copy of the corrected minutes. Chairperson Rodowick confirmed everyone received a copy of the corrected minutes. Director McGreehan said with that being stated he would make a motion.

Chairperson Rodowick asked if there were any other comments from the board or the public. There were none.

MOTION:

Director McGreehan moved to accept the corrected minutes. Vice- Chairperson Anderson seconded the motion and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye; Director Goodlin, aye.

Pulled Item 3.3

Secretary Bellefeuille asked what an open claim meant on a worker compensation summary and if that meant they were still getting paid.

District Manager Efseaff stated that an open claim meant that it is just an unresolved injury. He then stated that names should be removed from agendas in the future.

Secretary Bellefeuille then asked about the synthetic ice rink that was discussed at the Safety Committee meeting. District Manager Efseaff provided feedback.

Chairperson Rodowick asked if there were any other comments from the board or the public. There were none.

MOTION:

004922

Director McGreehan moved to approve the Safety Committee Minutes from the December 22, 2022 meeting. Secretary Bellefeuille seconded the motion and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye; Director Goodlin, aye.

4. COMMITTEE REPORTS:

4.1. Personnel Committee Meeting of December 20, 2022. – The committee met to discuss an Employee Assistance Program (EAP).

Secretary Bellefeuille gave a brief verbal report stating that staff is looking into and Employee Assistance Program (EAP). She explained to the board what that was and that she is all for it.

Chairperson Rodowick asked if there were any comments from the board or the public. There were none.

4.2 Recreation and Park Committee Meeting of December 21, 2022. – The committee met to discuss an agreement with the Town of Paradise to set up an Early Warning System (EWS) and the Pentz Road PG&E Easement.

Director McGreehan gave a brief verbal report and informed the board about a possibility of an Early Warning System (EWS) going up in Bille Park. He gave information on what that was and stated that there was. He also mentioned that there was a representative there from the Town of Paradise to answer questions.

Director McGreehan then mentioned that staff are still working on an agreement with PG&E on an easement on Pentz Road.

Chairperson Rodowick asked if there were any comments from the board or the public. There were none.

4.3 Finance Committee Meeting of December 22, 2022. – Them committee met to discuss the 2023-2024 Budget Calendar, the mid-year budget review, and went over updates for Lakeridge Park.

Chairperson Rodowick stated that the Finance Committee went through the budget calendar and had some discussion about Lakeridge Park and its costs.

Chairperson Rodowick then asked if there was anyone from the public who had a comment. Recreation Supervisor Amick said that Citizen Stonebraker has a comment.

Citizen Stonebraker stated that the Upper Ridge still looks forward to having a meeting to discuss phasing of Lakeridge Park, especially if it will be exceeding state funding and will require loans.

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Chairperson Rodowick asked if there were any comments from the board or the public. There were none.

5. OLD BUSINESS:

5.1. FY 2023-24 Budget Calendar – Staff will provide an update provided to the Finance Committee from the December meeting (*Information Only*).

District Accountant Merrifield briefly walked through the Budget Calendar. She also stated that in the beginning of January there was a kickoff meeting.

District Manager Efseaff added that each year there have been some wrinkles but this year it seems like there are a lot less uncertainty.

Chairperson Rodowick asked if there was any other comments from the board or the public. There were none.

5.2 Resolution #23-1-1-521 Acceptance of Grant Funding – The State of California has awarded a planning grant to explore recreation opportunities and impacts at Jordan Hill Road Park. The grant explores the appropriateness of historical Off-Highway Motor Vehicle (OHV) in the area and explore measures and education to maintain wildlife, soils, and habitat of project areas. The study will aid the District BOD on future decisions related to enforcement and education policies, planning and development decisions in the future. *Recommendation: Approve resolution #23-01-1-521 to accept the funding award.*

District Manager Efseaff explained that the District submitted an application for a feasibility study to look at Jordan Hill Park which has been used as an off road vehicle staging area for some time. District Manager Efseaff informed the board that the State has provided us with an example resolution that was folded into a PRPD resolution.

Director McGreehan asked if the board approves the resolution, does that mean that PRPD is the applicant in charge of the study. District Manager stated that we would be.

Director McGreehan then asked if we have enough contractual people in house to do this study. District Manager stated that we did.

District Manager Efseaff then gave information on all the other land it is connected to (BLM and Paradise Irrigation District).

Director McGreehan stated that if the resolution is approved, he would like to see the budget for the study presented to the Finance Committee. Chairperson Rodowick agreed with that comment.

Chairperson Rodowick mentioned that there is an abandoned motorhome at that property that he would like to see removed. District Manager Efseaff agreed.

Secretary Bellefeuille asked about the grant funding and what PRPD had to match for the grant funding. District Manager informed her of the funding amount and stated that it was a 25% match.

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Director Goodlin stated that she thought it was a great idea.

Chairperson Rodowick asked if there were any members from the public that wished to speak. Recreation Supervisor Amick stated that Citizen Stonebraker had a comment.

Citizen Stonebraker stated that he supports PRPD spending the matching funds. He also stated that District Manager Efseaff should reach out to Peggy with the Forest Advisory Council to do a presentation on this and that he may find partners for this project there.

Chairperson Rodowick asked if there were any other comments from the board or the public. There were none.

MOTION:

Director McGreehan moved to approve Resolution #23-01-1-521 as presented. Secretary Bellefeuille seconded the motion, and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye; Director Goodlin, aye.

6. NEW BUSINESS:

6.1. 2022 Pool Report. – PRPD Recreation Staff will present a report for both the Paradise and Concow Swimming Pools (*Information Only*).

Recreation Supervisor Dailey verbally did an overview of the pool report. He talked about the programs that went on at the pool over the summer and the scholarship program that was going on during the summer so that kids could get into the pool for free. Dailey also stated that at the end of the season the pool heater broke and will have to replace it for the 2023 summer.

Secretary Bellefeuille asked about the boiler breaking and if that could have been caused by the Camp Fire and if we could send it in as an insurance claim. District Manager Efseaff gave feedback.

Recreation Supervisor Dailey then talked about certifying lifeguards and Director McGreehan then asked if we could find an indoor pool to start training lifeguards now.

Chairperson Rodowick asked if there was anyone from the public that had a comment. Recreation Supervisor Amick stated that Citizen Stonebraker had a comment.

Citizen Stonebraker informed the staff and board that they should look into solar thermal pool heating.

Chairperson Rodowick asked if there were any other comments from the board or the public. There were none.

6.2 Assign Standing Committees. – The PRPD Board of Directors Chairperson will (1) assign two PRPD Board members to the Personnel, Finance, and Recreation and Park standing committees to serve for the 2023 calendar year and set tentative recurring meeting dates and

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times; (2) assign Board members to serve as monitors of various organizations; and (3) maintain the Agenda Order Revision from 2022 to allow the most pressing business and action items be taken up earlier in the meeting. *Recommendation: Acknowledge Committee assignments and adopt meeting calendar and agenda order.*

Secretary Bellefeuille asked about some of the pages in the packed about this agenda item. District Manager Efseaff provided feedback.

Chairperson Rodowick asked if there were any other comments from the board or the public. There were none.

MOTION:

Secretary Bellefeuille moved to acknowledge committee assignments and adopt the meeting calendar and agenda order. Director McGreehan seconded the motion, and the motion carried with 5 ayes.

ROLL CALL VOTE:

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye; Director Goodlin, aye.

7. REPORTS:

7.1 District Report:

District Manager Efseaff stated that we are moving forward on some of the donated properties. He then made some comments on all the trees that have been falling at our facilities.

Both Secretary Bellefeuille and Director Goodlin had comments about the trees that had fallen.

District Manager Efseaff then gave an update on the solar that will be going up at the TARC.

Secretary Bellefeuille asked a question about the Profit and Loss report and the percentages we have used. District Accountant Merrifield gave insight.

Recreation Supervisor Dailey gave a verbal report on the Elks Hoop Shoot. He stated that he is already working on the Fishing Derby and stated that PRPD was awarded 7,000 pounds of trout from Fish and Game.

Recreation Supervisor Amick stated that the Paradise Symphony came and played at the TARC on December 17th, 2022. He also talked about Healing Trauma through Nature (56 fieldtrips/ almost 400 students served) and Youth Community Access Grant (300,000 grant).

Secretary Bellefeuille stated that she is happy that the activity guides are getting out earlier this year and asked about the Youth Advisory Council and finding out more information. Recreation Supervisor Amick gave feedback.

004926

Chairperson Rodowick asked if there were any other comments from the board or the public. There were none.

7.2 Board Liaison Reports:

- Director McGreehan reported that LAFCO opted to not have a meeting in January. He stated that he did Zoom into the Paradise Town Council meeting to listen in on an agenda item about land that the town acquired in the early 2000's. Lastly, he stated he will be attending a meeting via Zoom for the California Association of Recreation and Park District Board.
- Chairperson Rodowick stated that he sent some information to Dan about an agenda item on the County Consent Agenda mentioning impact fees.
 - Dan and other staff looked into it and provided feedback.

8. **CLOSED SESSION:** None

9. **BOARD COMMENT:** None

10. **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 February 8, 2023, at 6:00 p.m. at the Terry Ashe Recreation Center

Steve Rodowick, Chairperson

Mary Bellefeuille, 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

055043-055074	1/11/2023		Payroll Summary	14,609.20	0.00	0.00	14,609.20	

Direct Deposit	1/11/2023		Payroll Summary	27,285.71	0.00	0.00	27,285.71	

055101-055112	1/25/2023		Payroll Summary	8,439.09	0.00	0.00	8,439.09	

Direct Deposit	1/25/2023		Payroll Summary	29,275.43	0.00	0.00	29,275.43	

055030	1/6/2023		BLUE SKY EVENT SERVICES		3,363.00		3,363.00	
055031	1/6/2023		THOMAS ACE HARDWARE		1,111.71		1,111.71	
055032	1/6/2023		NORTH STATE GROCERY INC		204.86		204.86	
055033	1/6/2023		COMCAST		91.45		91.45	
055034	1/6/2023		VERIZON WIRELESS		91.01		91.01	
055035	1/6/2023		CLARK PEST CONTROL		142.00		142.00	
055036	1/6/2023		MAGALIA COMMUNITY PARK		129.00		129.00	
055037	1/6/2023		CHICO RENT A FENCE		469.80		469.80	
055038	1/6/2023		ALHAMBIA		153.87		153.87	
055039	1/6/2023		DE LAGE LANDEN FINANCIAL		223.49		223.49	
055040	1/6/2023		DEER CREEK BROADCASTING		150.00		150.00	
055041	1/6/2023		JC NELSON SUPPLY CO		1,868.66		1,868.66	
055042	1/6/2023		ASCAP		420.00		420.00	
055075	1/13/2023		VOYA INSTIUTIONAL TRUST CO	250.00			250.00	
055076	1/13/2023		VANTAGEPOINT TRANSFER AGENT	775.00			775.00	
055077	1/13/2023		FRANCHISE TAX BOARD	50.00			50.00	
055078	1/13/2023		PARADISE RECEATION & PARKS	27,285.71			27,285.71	A
055079	1/13/2023		BUTTE COUNTY		1,273.75		1,273.75	B
055080	1/13/2023		COMPUTERS PLUS		3,427.76		3,427.76	
055081	1/13/2023		ACME TOILET RENTALS LLC		414.40		414.40	
055082	1/13/2023		CARDMEMBER SERVICE		762.92		762.92	
055083	1/13/2023		VERIZON WIRELESS		570.09		570.09	
055084	1/13/2023		PAPE MACHINERY INC		1,832.38		1,832.38	
055085	1/13/2023		SHAWN ROHRBACKER		1,322.50		1,322.50	
055086	1/20/2023		INDUSTRIAL POWER PRODUCTS		615.78		615.78	
055087	1/20/2023		MELTON DESIGN GROUP		33,924.30		33,924.30	C
055088	1/20/2023		UMPQUA BANK		8,188.05		8,188.05	D
055089	1/20/2023		UMPQUA BANK		593.02		593.02	D
055090	1/20/2023		JENNIFER ARBUCKLE		3,040.00		3,040.00	
055091	1/20/2023		TRUDI ANGEL		42.00		42.00	
055092	1/20/2023		HARRRY BURLESON		756.00		756.00	
055093	1/20/2023		DAVID AZEVEDO		150.00		150.00	Refund
055094	1/20/2023		SPUN ORGANIC COTTON CANDY		50.00		50.00	Refund
055095	1/20/2023		PUMPED COFFEE		150.00		150.00	Refund
055096	1/20/2023		STREAMLINE		360.00		360.00	
055097	1/20/2023		BUTTE COUNTY ELECTIONS DIVISION		52,694.00		52,694.00	E
055098	1/20/2023		NORTHERN RECYCLING & WASTE		1,880.02		1,880.02	
055099	1/20/2023		PARADISE RIDGE CHAMBER OF COM		180.00		180.00	
055100	1/20/2023		CDTFA		314.29		314.29	
055113	1/27/2023		VOYA INSTIUTIONAL TRUST CO	250.00			250.00	
055114	1/27/2023		VANTAGEPOINT TRANSFER AGENT	775.00			775.00	
055115	1/27/2023		FRANCHISE TAX BOARD	50.00			50.00	
055116	1/27/2023		VISION SERVICE PLAN	239.18			239.18	
055117	1/27/2023		PREMIER ACCESS INSURANCE CO	63.32			63.32	
055118	1/27/2023		PREMIER ACCESS INSURANCE CO	1,266.99			1,266.99	
055119	1/27/2023		PRINCIPAL LIFE INSURANCE CO	205.89			205.89	
055120	1/27/2023		PETER MELTON		400.00		400.00	

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
055121	1/27/2023		INDUSTIAL POWER PRODUCTS		542.67		542.67	
055122	1/27/2023		CENTERVILLE RECREATION & HIS		1,250.00		1,250.00	
055123	1/27/2023		HONEY RUN COVERED BRIDGE		1,250.00		1,250.00	
055124	1/27/2023		CROSSFIE TREE & VEGETATION		14,380.00		14,380.00	F
055125	1/27/2023		PARADISE RECEPTION & PARKS	29,275.43			29,275.43	A
055126	1/27/2023		PG&E		10,784.72		10,784.72	
055127	1/27/2023		DEPARTMENT OF JUSTICE		64.00		64.00	
055128	1/27/2023		SUNBELT RENTALS		2,154.15		2,154.15	
055129	1/27/2023		CARTER LAW OFFICES		432.50		432.50	
055130	1/27/2023		FOOTHILL MILL & LUMBER CO		417.96		417.96	
055131	1/27/2023		LES SCHWAB TIRES		949.65		949.65	
055132	1/27/2023		ACME TOILET RENTALS		378.95		378.95	
ACH	1/9/2023		ACH CALPERS	7,152.21			7,152.21	
ACH	1/9/2023		ACH CALPERS	16,460.49			16,460.49	
ACH	1/17/2023		ACH STATE PR TAX	1,455.93			1,455.93	
ACH	1/17/2023		ACH FED PR TAX	11,857.36			11,857.36	
ACH	1/17/2023		ACH CALIFORNIA STATE DISBURS	168.92			168.92	
ACH	1/17/2023		ACH CALPERS	7,351.89			7,351.89	
ACH	1/27/2023		ACH STATE PR TAX	1,410.79			1,410.79	
ACH	1/27/2023		ACH FED PR TAX	11,103.32			11,103.32	
ACH	1/27/2023		ACH CALIFORNIA STATE DISBURS	168.92			168.92	
ACH	1/27/2023		ACH CALPERS	3,279.66			3,279.66	

TOTALS				120,896.01	153,964.71	0.00	274,860.72	
GRAND TOTALS				143,944.30	153,964.71	0.00	297,909.01	

Refunds = 350.00

Notes:

- A) Transferring funds to the Five Star Bank account for direct deposit payroll
- B) Lease payment for the Terry Ashe Rec Center
- C) Payment for Dec and Jan Invoices
- D) One of the district staff's credit cards was billed separately.
- E) Payment for 2022 elections.
- F) Payment for emergency tree removal

Z:\Finance\Reports\Month_End_Reports\[Disbursements report 2023.xlsx]Jan 2022



Paradise Recreation & Park District

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Website: www.ParadisePRPD.com

SAFETY COMMITTEE MEETING Report/Minutes

DATE: January 19, 2023, at 8:30 a.m.

LOCATION: Terry Ashe Recreation Center – (Via TEAMS)

ATTENDANCE:
 Jeff Dailey, Recreation Supervisor
 Mark Cobb, Park Supervisor
 Sarah Hoffman, Office Manager
 Kristi Sweeney, Assistant District Manager
 Dan Efseaff, District Manager

ABSENT:

FACILITATOR: Sarah Hoffman, Administrative Assistant III

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1. CALL TO ORDER: 8:31

2. MINUTES:

- There were a couple minor changes suggested by District Manager Efseaff. With those corrections made, Assistant District Manager Kristi Sweeney moved to approve the minutes from December 15, 2022, and Park Supervisor Mark Cobb seconded the motion. There was concurrence amongst the rest of the committee.

3. SAFETY AND HEALTH ISSUES DISCUSSED:

a. THE FOLLOWING SAFETY MEETINGS WERE HELD:

- | | |
|---------------------|--|
| • December 21, 2022 | P.P.E and Equipment Safety
Led by James Teller, Park Maintenance II |
| • January 4, 2023 | Bad Attitudes/ Could be Dangerous
Led by Gina Mayhood, Park Assistant III |
| • January 11, 2023 | P.P.E
Led by Ray Lockridge, Park Maintenance III |

b. DOCUMENTED SITE INSPECTIONS, REPAIRS, AND OTHER ACCOMPLISHMENTS RELATED TO SAFETY:

- None

c. ACCIDENT/INCIDENT REPORTS:

- 2022 Internal Accident/Incident Summary
 - On December 22,2022, there was some vandalism (broken toilet seat)to the men’s outside bathroom at the TARC. Mark has already fixed it.

d. WORKERS’ COMPENSATION REPORTS:

- Workers Compensation Open Detail Report since December 31, 2022
 - Open claim for 4A2207P8RB50001 and 4A2209R5RBM0001

4. **MISCELLANEOUS:**

Mark stated that there has been some unappropriated stickers being placed around parks and bathrooms.

Next Safety Meeting Date: February 16, 2023, at 8:30 a.m.

Facilitator: Jeff Dailey

Adjourned: 8:48 AM

Sarah Hoffman, Safety Committee Secretary

Date:

cc: CAPRI
PRPD Board 01/15/23 – Draft Copy

Staff Committee Report

February 8, 2023



DATE: 1/26/2023
 TO: Board of Directors
 FROM: Sarah Hoffman, Board Clerk
 SUBJECT: Park and Recreation Committee Report
 January 24, 2023

Attendance:

Committee Members: Mary Bellefeuille, Chair; Steve Rodowick, Member
 PRPD Staff: Dan Efseaff, District Manager; Kristi Sweeney, Assistant District Manager, Sarah Hoffman, Board Clerk

The meeting convened at 2:27 pm.

The Committee will meet to:

1. Verbal Update on Lakeridge Park.

District Manager Efseaff gave a verbal update on where the progress with Lakeridge stands. He informed those present that with the rise in costs, the price to build the park has gone up so supplemental funding will be needed and that him and Assistant District Manager Sweeney are looking into it.

Steve Rodowick asked how much of a short fall there was in funding for the park. Assistant District Manager Sweeney stated that it was just under 8 million.

Committee Chair Bellefeuille asked where the pricing for the construction was coming from and Assistant District Manager Sweeney explained that we are in a more rural location so we have to outsource for construction companies in cities, which are more expensive.

Committee Chair Bellefeuille then asked why the "Coming soon" sign was up at the Lakeridge site yet. District Manager Efseaff gave an explanation. She then asked if any of the park could be built before the budlings. District Manager Efseaff said yes, and that we are on track with the rest of the construction for the park.

2. Verbal PG&E Easement- Pentz Rd.Update

District Manager Efseaff gave a brief verbal update on the easement. He stated that the footprint of the easement has shrunk and that PG&E agreed to put some fencing around the electric box.

District Manager Efseaff stated that us still discussion being has about PG&E having access to the trees around the area when it comes trimming and cutting them down. There was brief discussion amongst the committee about the trees around the area. District Manager Efseaff said that he is just waiting for a response containing new verbiage so they can come to a new agreement.

The meeting adjourned at 3:23 pm.

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Rec.Park/2022/RPC_22.1221/PR.Report_22.1221.docx
 1/31/2023

Staff Report

February 8, 2023



DATE: 1/30/2023
 TO: Board of Directors (BOD)
 FROM: Sarah Hoffman, Board Clerk
 SUBJECT: Memorandum of Understanding between Paradise Recreation and Park District and the Honey Run Covered Bridge Association

Report in Brief

Honey Run Covered Bridge Association (HRCBA) seeks to expand the partnership with Paradise Recreation and Park District (PRPD) to support the rebuild of the Honey Run Covered Bridge and park improvements. This icon was located within PRPD boundaries. They desire support from PRPD for technical advice on park planning, review of conceptual and designs related to park amenities, and long-term management options. PRPD will share information on potential funding sources and grant opportunities and may support grant efforts if they meet PRPD recreation, education, and conservation goals.

Recommendation: *Authorize the District Manager to complete the expanded MOU.*

Attachments:

A. Draft MOU with HRCBA

https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2023/23.0208/BOD.HRCBA.Agreement.Report_22.0428.docx
 1/31/2023

**2023 MEMORANDUM OF UNDERSTANDING
BETWEEN THE PARADISE RECREATION AND PARK DISTRICT AND
HONEY RUN COVERED BRIDGE ASSOCIATION**

This Memorandum of Understanding (“MOU”) is executed on the date last set forth below opposite the parties’ signatures by and between Honey Run Covered Bridge Association, a California nonprofit public benefit corporation (“HRCBA”) and Paradise Recreation and Park District, a California recreation and park district (“PRPD”) and is based upon the following facts:

A. Prior to the 2018 Camp Fire, HRCBA owned and operated the Honey Run Covered Bridge (the “Bridge”) which served as a focal point of historical interest and as a small park with creek access, restrooms, drinking water, picnic tables and benches. The Bridge was located at 1670 Honey Run Rd, Chico, CA 95928-8849, Butte County Assessor’s Parcel Number 017-200-072 (the “Property”).

B. The Bridge was destroyed in the Camp Fire and HRCBA initiated funding efforts to rebuild a historically accurate facsimile of the Bridge that meets modern engineering codes on the Property.

C. The HRCBA has made remarkable efforts toward building broad public support and has completed the first phases of the bridge design and foundation. HRCBA continues to build partnerships to move the rebuild into the next phase.

D. PRPD serves the recreation and park needs of citizens in a large area of the foothills of Butte County including Butte Creek Canyon, including the area of the Property. PRPD has substantial knowledge of and experience in the development, construction, ownership, and operation of a variety of community facilities and developed and wildland parks. PRPD also provides a variety of recreational classes, events, and programs. PRPD enjoys partnerships with other organizations and providing institutional support to enable organizations to fulfil their missions and provide unique services to our citizens.

E. For the foregoing reasons HRCBA desires to engage with PRPD to assist with support in the rebuilding of the Bridge and grounds; and to explore future partnership opportunities for amenities, recreation, and management.

In consideration of the foregoing facts, which are incorporated in the below MOU of the parties as though fully set forth, HRCBA and PRPD agree as follows:

1. **Term.** The term of this MOU shall commence March 1, 2023, and conclude by June 30, 2025, with the option of one 12-month extension. Either party may terminate this MOU without cause with a written 30-day notice.
2. **Roles and Responsibilities.** As time and other obligations allow, PRPD will provide technical advice, suggestions, and review of conceptual and designs related to park amenities. PRPD will share potential funding sources and grant opportunities and may support grant efforts if they meet PRPD recreation, education, and conservation goals. HRCBA will provide adequate information and identify areas and needs where PRPD may be able to provide service. Additionally, HRCBA and PRPD will obtain input from the community and other partners to assess needs for the Bridge and assess the possibility of other partners to support the reconstruction of the Bridge. Future funding or revenue sources may allow for more vigorous involvement for PRPD and this agreement will allow for written amendments to define more substantial roles. This will be approved by both Boards.
3. **Communication Approach.** HRCBA and PRPD shall meet and confer on a regular basis to develop a potential strategy to communicate, fund, design and reconstruct the Bridge and rebuild the property amenities.
4. **Management of Bridge.** Upon completion of the reconstruction of the Bridge, HRCBA and PRPD will consider the operation of the Bridge for the benefit of Butte County citizens. This will include consideration of the fiscal impact of operations and mechanisms for revenue.
5. **Progress Report.** Before the expiration of the term of the MOU, HRCBA and PRPD will compile the information required and develop a report to consider continuation or expansion of the partnership, progress toward reconstruction of the Bridge and site improvements. This written memo will explore and provide recommendations on the following and be submitted to HRCBA and PRPD boards and may recommend a more formal joint agreement with the findings.

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

HRCBA:

Honey Run Covered Bridge Association , a California nonprofit public benefit corporation.

____, 2023

By: _____
Walt Schafer, President

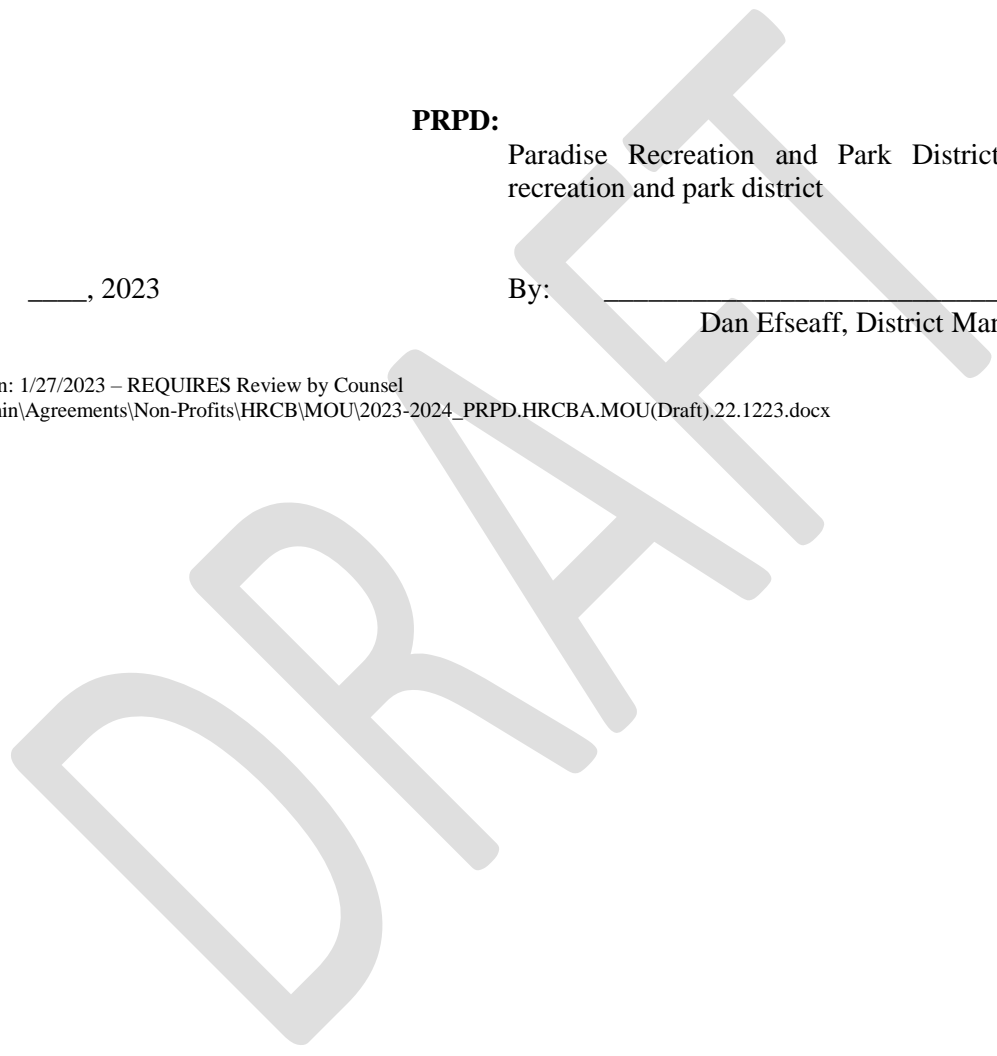
PRPD:

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

____, 2023

By: _____
Dan Efsseff, District Manager

Revision: 1/27/2023 – REQUIRES Review by Counsel
O:\Admin\Agreements\Non-Profits\HRCB\MOU\2023-2024_PRPD.HRCBA.MOU(Draft).22.1223.docx



Staff Report

February 8, 2023



DATE: 2/1/2023
 TO: Board of Directors
 FROM: Sarah Hoffman, Board Clerk
 SUBJECT: Resolution # 23-02-1-522- BRIC Grant Signatory Authority

Summary

In December of 2022, the California Office of Emergency Services (CALOES) awarded the District a grant from the Federal Emergency Management Administration's (FEMA) Building Resilient Infrastructure in Communities (BRIC) program to fund the next phase of the Buffer Project. CALOES requires the District to complete a Designation of Applicant's Agent Resolution to select authorization agents to obtain federal financial assistance throughout the duration of the project. To support completion of the required forms, staff created a resolution for board consideration to authorize the District Manager and Assistant District Manager as authorization agents for the funding.

Recommendation: *Approve resolution to provide District Manager and Assistant District Manager with signatory authority.*

Attachments:

- A. BRIC Notice of Obligation
- B. Resolution # 23-02-1-522
- C. Designation of Applicant's Agent Resolution

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2023/23.0208/BOD.Res.23-02-1-522.Report_23.0130.docx
2/2/2023



December 19, 2022

Daniel Efseaff
District Manager
Paradise Recreation and Park District
6626 Skyway
Paradise, CA 95969

Subject: Notification of Subapplication Approval

FY20 Building Resilient Infrastructure and Communities Program
Grant #**2020-001**, Project #**PJ0091**, FIPS #**007-91002**

Dear Mr. Efseaff:

The California Governor's Office of Emergency Services (Cal OES) received notification that the Federal Emergency Management Agency (FEMA) has approved **\$203,000.00** in funding for direct project expenditures for your organization's project. A copy of the FEMA award package is enclosed for your records. In order to receive payment as a grant subrecipient, your organization must have the following on file with the Recovery Financial Processing Unit:

- A valid, current (approved within the last 3 years) Governing Body Resolution
- A Project Assurances for Federal Assistance agreement
- A Grant Subaward Face Sheet (GSAFS). Please ensure that the individual who signs the GSAFS is designated by the Governing Body Resolution as an Authorized Agent for your organization.
- A current Federal Funding Accountability and Transparency Act (FFATA) Financial Disclosure form. This form must be submitted each calendar year.
- An active registration with the federal System for Award Management (SAM) website. The registration must remain active for the duration of this grant subaward.

For your convenience, this subapplication approval package includes the required post-obligation documents as well as guides to completing and renewing a SAM registration. Please complete the documents and mail copies to the address listed at the end of this letter, keeping the originals with your records. Alternatively, you may scan and email the completed documents to the Recovery Financial Processing Unit at HMGrantsPayments@CalOES.ca.gov. Electronic copies of the post-obligation documents can also be requested at the same address.



Payments will be made on a reimbursement basis using the enclosed Hazard Mitigation Reimbursement Request Form. A ten percent (10%) retention will be withheld from all reimbursement payments and will be released as part of the subaward closeout process.

Reimbursements can be made only for items listed on the approved subaward application. Expenditures for any other work should be separately maintained and are the sole responsibility of the subrecipient. Any funds received in excess of current needs or approved amounts, or those found owed as a result of a final inspection or audit, must be refunded to the State within 30 days of receipt of an invoice from Cal OES.

When mailing documents to the Recovery Financial Processing Unit, please use the following address:

California Governor's Office of Emergency Services
Attention: Recovery Financial Processing Unit
3650 Schriever Avenue
Mather, CA 95655

For further assistance regarding post-obligation documents or the reimbursement request process, please contact the Recovery Financial Processing Unit at (916) 845-8110 or at HMGrantsPayments@caloes.ca.gov. For program-related questions, please contact the Hazard Mitigation Assistance Branch at (916) 328-7450.

Recovery Financial Processing Unit

Enclosures

c: Subrecipient's Project File



3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY FINANCIAL PROCESSING UNIT
(916) 845-8110



December 19, 2022

Daniel Efseaff
District Manager
Paradise Recreation and Park District
6626 Skyway
Paradise, CA 95969

Subject: **Notification of Approval for Subrecipient Management Cost Funding**
FY20 Building Resilient Infrastructure and Communities Program
Grant #**2020-001**, Project #**PJ0091**, FIPS #**007-91002**

Dear Mr. Efseaff:

The California Governor's Office of Emergency Services (Cal OES) received notification that the Federal Emergency Management Agency (FEMA) has approved **\$15,000.00** in funding for subrecipient management costs (SRMC). SRMC are costs incurred while administering a Hazard Mitigation grant subaward. A copy of the FEMA award package is enclosed for your records.

Payments are made on a reimbursement basis using the specialized Subrecipient Management Cost Reimbursement Request Form. Subrecipients are reminded to document their SRMC separately from direct project expenditures. To qualify for SRMC reimbursement, subrecipients must first incur and seek reimbursement for direct project expenditures via the specialized Project Expenditures Reimbursement Request Form. Reimbursement for SRMC is capped at five percent of a project's cumulative direct project expenditures. Please note that your organization must maintain an active registration in the SAM.gov (System for Award Management) database for the duration of this grant subaward.

Please read the enclosed supplement. In accordance with Title 44 Code of Federal Regulations, Part 206.440, if you disagree with FEMA's obligated amount or scope of work listed in the supplement, you can appeal. All appeals must be in writing and received by Cal OES within 60 days from the receipt of this letter. If you have any questions or need assistance, please contact the Recovery Financial Processing Unit at (916) 845-8110 or at HMGrantsPayments@caloes.ca.gov.

Recovery Financial Processing Unit

Enclosures

c: Subrecipient's Project File



3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY FINANCIAL PROCESSING UNIT
(916) 845-8110

RECEIVED
NOVEMBER 21, 2022
FPU

Amendment Memo

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 04/14/2022



FEMA has made an amendment to your award: EMF-2020-BR-001. The change to your grant was reviewed and is hereby approved as specified below. All other terms and conditions of the grant remain unchanged.

Terms and conditions amendment(s)

FEMA has reviewed the terms and conditions of your award.

The following terms and conditions have been added to your award:

Standard Condition #1

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

Standard Condition #2

This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.

Standard Condition #3

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

Standard Condition #1

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

Standard Condition #2

This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.

Standard Condition #3

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

Budget or scope amendment

FEMA has amended the budget or scope of work of your award. Please view the full budget or scope of work within the Award Summary below, including justifications for differences between the approved costs and scope of work in this amendment and the previously approved costs and scope of work. Items within the following subawards were amended:

- EMF-2020-BR-001-0021
- EMF-2020-BR-001-0015

Cost share change: Yes

Budget change:

Object Class	Previous total	Adjusted total
Personnel	\$0.00	\$0.00
Fringe benefits	\$0.00	\$0.00
Travel	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
Supplies	\$0.00	\$0.00
Contractual	\$0.00	\$0.00
Construction	\$0.00	\$0.00
Other	\$211,385.00	\$8,084,701.32
Indirect charges	\$0.00	\$0.00
Federal	\$81,997.00	\$6,027,689.11
Non-federal	\$129,388.00	\$2,057,012.21
Total	\$211,385.00	\$8,084,701.32

Your amended award package is included below. The amended award package incorporates changes approved in this amendment as well as any previously approved amendments.

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 04/14/2022



Ron Miller
OFFICE OF EMERGENCY SERVICES
3650 SCHRIEVER AVE
MATHER, CA 95655

EMF-2020-BR-001

Dear Ron Miller,

Enclosed please find your amended Fiscal Year 2020 Building Resilient Infrastructure and Communities award package that has been approved in the amount of \$6,027,689.11 in Federal Funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than \$2,057,012.21 for a total approved budget of \$8,084,701.32.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Award Summary
- Agreement Articles
- Obligating Document
- FY 2020 BRIC Notice of Funding Opportunity (NOFO)

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Lipiecki", is written over a horizontal line.

Kathryn Lipiecki
Mitigation Division Director

Award Summary

Program: Fiscal Year 2020 Building Resilient Infrastructure and Communities

Recipient: OFFICE OF EMERGENCY SERVICES

UEI-EFT: UTM3S7LKYQZ4-

DUNS number: 947436176

Award number: EMF-2020-BR-001

Summary description of award

The purpose of the Building Resilient Infrastructure and Communities (BRIC) grant program is to provide grants to States and Indian Tribal government or territory that, in turn, provide Subawards to local governments for cost-effective mitigation activities. Funds will be used to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures, while also reducing reliance on funding from actual disaster declarations.

Except as otherwise approved as noted in the original award, the information you provided in your application for Fiscal Year 2020 Building Resilient Infrastructure and Communities funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are budgeted estimates for object classes for this amended award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$8,084,701.32
Indirect charges	\$0.00
Federal	\$6,027,689.11
Non-federal	\$2,057,012.21
Total	\$8,084,701.32

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, as appropriate, per 2 C.F.R. § 200.308 and the FY 2020 BRIC NOFO.

The terms of the approved application materials submitted by the recipient for the following subawards and activities are incorporated into the terms of this Federal award, subject to the additional descriptions and limitations stated in this amendment package, and subject to the limitations stated in subsequent approvals by FEMA of changes to the prime award, subawards, or activities. Post-award documents uploaded into the FEMA GO system for this award are also incorporated into the terms and conditions of this Federal award, subject to any limitations stated in subsequent approvals by FEMA of changes to the prime award, subawards, or activities. Subawards or activities not listed in this amendment package are not approved for funding under this award.

Approved request details:

FEMA's Subgrant ID: EMF-2020-BR-001-0021

Subrecipient: PARADISE RECREATION & PARK DISTRICT

This subaward was added as part of this amendment.

Cost estimate

Item : Other (Explain)					
Task 1 – Procurement					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$1,500.00	\$1,500.00	No	Personnel

Item : Other (Explain)					
Task 2 – Project Management and Startup					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$15,000.00	\$15,000.00	No	Personnel

Item : Other (Explain)**Task 3 - Technical Analyses**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$134,000.00	\$134,000.00	No	Contractual

Item : Other (Explain)**Task 4 - Future Grant Application/BCA**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$39,500.00	\$39,500.00	No	Personnel

Item : Other (Explain)**Task 5 - Action/Implementation Plan**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$74,000.00	\$74,000.00	No	Other

Item : Other (Explain)**Task 6 - Outreach and Education**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$31,000.00	\$31,000.00	No	Other

Item : Other (Explain)					
Task 7 - Outreach and Education					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$5,000.00	\$5,000.00	No	Personnel

Management cost

Item : Salaries					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$15,000.00	\$15,000.00	No	Personnel

[REDACTED]

[REDACTED]

[REDACTED]					
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Agreement Articles

Program: Fiscal Year 2020 Building Resilient Infrastructure and Communities

Recipient: OFFICE OF EMERGENCY SERVICES

UEI-EFT: UTM3S7LKYQZ4-

DUNS number: 947436176

Award number: EMF-2020-BR-001

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<p>Article 1</p>	<p>Assurances, Administrative Requirements, Cost Principles, Representations and Certifications</p> <p>I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency. II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002. III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. § 170.315, certify that the policies are in accordance with OMB’s guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.</p>
<p>Article 2</p>	<p>General Acknowledgements and Assurances</p> <p>All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance. V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for the organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.</p>
<p>Article 3</p>	<p>Acknowledgement of Federal Funding from DHS</p> <p>Recipients must acknowledge the use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.</p>

Article 4	<p>Activities Conducted Abroad Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.</p>
Article 5	<p>Age Discrimination Act of 1975 Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.</p>
Article 6	<p>Americans with Disabilities Act of 1990 Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.</p>
Article 7	<p>Best Practices for Collection and Use of Personally Identifiable Information Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.</p>
Article 8	<p>Civil Rights Act of 1964 – Title VI Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.</p>
Article 9	<p>Civil Rights Act of 1968 Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)</p>

Article 10	<p>Copyright Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.</p>
Article 11	<p>Debarment and Suspension Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.</p>
Article 12	<p>Drug-Free Workplace Regulations Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).</p>
Article 13	<p>Duplication of Benefits Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.</p>
Article 14	<p>Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.</p>
Article 15	<p>Energy Policy and Conservation Act Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94-163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.</p>
Article 16	<p>False Claims Act and Program Fraud Civil Remedies Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)</p>

<p>Article 17</p>	<p>Federal Debt Status All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)</p>
<p>Article 18</p>	<p>Federal Leadership on Reducing Text Messaging while Driving Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.</p>
<p>Article 19</p>	<p>Fly America Act of 1974 Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.</p>
<p>Article 20</p>	<p>Hotel and Motel Fire Safety Act of 1990 Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a</p>
<p>Article 21</p>	<p>John S. McCain National Defense Authorization Act of Fiscal Year 2019 Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons</p>
<p>Article 22</p>	<p>Limited English Proficiency (Civil Rights Act of 1964, Title VI) Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited and additional resources on http://www.lep.gov.</p>

Article 23	Lobbying Prohibitions	Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.
Article 24	National Environmental Policy Act	Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq. and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans
Article 25	Nondiscrimination in Matters Pertaining to Faith-Based Organizations	It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.
Article 26	Non-Supplanting Requirement	Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.
Article 27	Notice of Funding Opportunity Requirements	All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
Article 28	Patents and Intellectual Property Rights	Recipients are subject to the Bayh-Doyle Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

Article 29	Procurement of Recovered Materials
	States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
Article 30	Rehabilitation Act of 1973
	Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
Article 31	Reporting of Matters Related to Recipient Integrity and Performance
	General Reporting Requirements: If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.
Article 32	Reporting Subawards and Executive Compensation
	Reporting of first tier subawards. Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article 33**Required Use of American Iron, Steel, Manufactured Products, and Construction Materials**

Recipients and subrecipients must comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act §§ 70901-70927, Pub. L. No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers. See also Office of Management and Budget (OMB), Memorandum M-22-11, *Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure*. Recipients and subrecipients of federal financial assistance programs for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project, but are not an integral part of the structure or permanently affixed to the infrastructure project. When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. (a) When the federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the OMB Made in America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described. For awards by the Federal Emergency Management Agency (FEMA), existing waivers are available and the waiver process is described at 'Buy America' Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. For awards by other DHS components, please contact the applicable DHS FAO. To see whether a particular DHS federal financial assistance program is considered an infrastructure program and thus required to include a Buy America preference, please either contact the applicable DHS FAO, or for FEMA awards, please see Programs and Definitions: Build America, Buy America Act | FEMA.gov.

Article 34	<p>SAFECOM Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.</p>
Article 35	<p>Terrorist Financing Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.</p>
Article 36	<p>Trafficking Victims Protection Act of 2000 (TVPA) Trafficking in Persons. Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.</p>
Article 37	<p>Universal Identifier and System of Award Management Requirements for System for Award Management and Unique Entity Identifier Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.</p>
Article 38	<p>USA PATRIOT Act of 2001 Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c.</p>
Article 39	<p>Use of DHS Seal, Logo and Flags Recipients must obtain permission from the DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.</p>
Article 40	<p>Whistleblower Protection Act Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.</p>

<p>Article 41</p>	<p>Environmental Planning and Historic Preservation (EHP) Review DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state, and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. In order to initiate EHP review of your project(s), you must submit a detailed project description along with supporting documentation. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.</p>
<p>Article 42</p>	<p>Applicability of DHS Standard Terms and Conditions to Tribes The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.</p>
<p>Article 43</p>	<p>Acceptance of Post Award Changes In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.</p>
<p>Article 44</p>	<p>Disposition of Equipment Acquired Under the Federal Award For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state subrecipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state subrecipients must follow the disposition requirements in accordance with state laws and procedures.</p>

<p>Article 45</p>	<p>Prior Approval for Modification of Approved Budget Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.</p>
<p>Article 46</p>	<p>Indirect Cost Rate 2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.</p>
<p>Article 47</p>	<p>Performance Measures BRIC aims to implement projects that reduce risks posed by natural hazards, and reduce future losses, by funding priority projects and activities. To achieve these goals, for FY20 BRIC is prioritizing the following types of projects: infrastructure projects, those that mitigate risk to lifelines, those that incorporate nature-based solutions, and projects proposed by applicants who adopt and enforce mandatory tribal-, territory-, or state-wide building codes based on the latest published editions of building codes. FEMA will measure the percent of dollars invested in these priorities, which will indicate that BRIC projects expect to meet the goal of reducing both risk posed by natural hazards and future losses. Based on the review of your application, FEMA has verified that the claimed costs are consistent with the stated program objective. By accepting this award, you certify that the total Federal award will measure the percent of dollars invested in these priorities and costs incurred by the recipient during FY 2020, in keeping with the program objective. BRIC is a new program, and as a result, FEMA will further assess the recipient's performance against the program objective during the award closeout process as outlined in Section F.3 of the FY 2020 BRIC Grant Notice of Funding Opportunity</p>

Article 48	<p>Changes to Title 2, Code of Federal Regulations</p> <p>The references in the FY 2020 BRIC NOFO to regulations in 2 C.F.R. Parts 25, 170, and 200 have been superseded by recent revisions by the Office of Management and Budget (OMB). Most of the changes are effective November 12, 2020, with a couple effective August 13, 2020. See OMB, Guidance for Grants and Agreements, Final Guidance, 85 Fed. Reg. 49,506 (Aug. 13, 2020), https://www.govinfo.gov/content/pkg/FR-2020-08-13/pdf/2020-17468.pdf. The FY 2020 BRIC NOFO was published before these rules were revised, but since this award is being made after all revisions went into effect, the revised rules apply to this award. To the extent the requirements or regulatory citations are the same, the FY 2020 BRIC NOFO will continue to apply to this award. Conversely, to the extent there is a conflict between the FY 2020 BRIC NOFO and the revised 2 C.F.R. regulations, the language and citations of the revised 2 C.F.R. regulations will apply. Additional information on the changes to these regulations, including specific revisions regarding closeout and procurement under grants, can be found at https://www.fema.gov/grants/guidance-tools/2-cfr-2020.</p>
Article 49	<p>Construction Project Requirements</p> <p>1. Acceptance of Federal funding requires the Recipient and any Subrecipients to comply with all Federal, state and local laws prior to the start of any construction activity. Failure to obtain all appropriate Federal, state and local environmental permits and clearances may jeopardize Federal funding. 2. Any change to the approved scope of work will require re-evaluation by FEMA for Recipient and Subrecipient compliance with the National Environmental Policy Act and other laws and Executive Orders. 3. If ground disturbing activities occur during construction, the Recipient and any Subrecipients must ensure monitoring of ground disturbance and, if any potential archaeological resources are discovered, the Subrecipient will immediately cease construction in that area and notify the Recipient and FEMA.</p>
Article 50	<p>Copyright and Data Rights</p> <p>The recipient is free to copyright any original work developed in the course of or under this Grant Agreement. The recipient acknowledges that DHS/FEMA reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal Government purposes: 1) the copyright in any work developed under an award or subaward; and 2) any rights of copyright to which a recipient or subrecipient purchases ownership with Federal support in a manner consistent with 2 C.F.R. § 200.315. The recipient acknowledges that DHS/FEMA has the right to obtain, reproduce, publish, or otherwise use the data produced under a Federal award and authorize others to do so for Federal Government purposes in a manner consistent with 2 C.F.R. § 200.315.</p>
Article 51	<p>Remedies for Noncompliance and Enforcement</p> <p>FEMA remedies for noncompliance will be processed as specified in 2 C.F.R. §§ 200.339-200.343, and for acquisitions under this award for open space, FEMA enforcement remedies shall be processed as specified in 44 C.F.R. § 80.19(e), when the Terms and Conditions of this Grant Agreement are not met.</p>
Article 52	<p>Insurance</p> <p>In compliance with 42 U.S.C. § 4012a(a), when financial assistance is approved for acquisition or construction purposes within the Special Flood Hazard Area (SFHA), flood insurance shall be maintained for the life of the property regardless of transfer of ownership for any properties.</p>

Article 53	<p>HMA Duplication of Benefits</p> <p>Hazard Mitigation Assistance (HMA) funds cannot duplicate or be duplicated by funds received by or available to Applicants, Subapplicants, or project or planning participants from other sources for the same cost or activity already paid for by another source of funding, such as benefits received from insurance claims, other assistance programs (including previous project or planning grants and subawards from HMA programs), legal awards, or other benefits associated with properties or damage that are or could be subject of litigation. Because the availability of other sources of mitigation grant or loan assistance is subject to available information and the means of each individual Applicant, HMA does not require proof that other assistance (not including insurance) has been sought. However, it is the responsibility of the property owner to report other benefits received, any applications for other assistance, the availability of insurance proceeds, or the potential for other compensation, such as from pending legal claims for damages, relating to the property. Amounts of other grants, loans or other assistance designated for the same purpose as HMA funds, if received, may be used to reduce the non-Federal cost-share. Where the property owner has an insurance policy covering any loss to the property which relates to the proposed HMA project, the means are available for receiving compensation for a loss or, in the case of increased cost of compliance (ICC), assistance toward certain mitigation projects. FEMA will generally require that the property owner file a claim prior to the receipt of HMA funds.</p>
Article 54	<p>Additional Non-Discrimination Requirements</p> <p>Applicants/Recipients and Subapplicants/Subrecipients will ensure that no discrimination is practiced. Applicants must consider fairness, equity, and equal access when prioritizing and selecting project subapplications to submit with the application. Subapplicants and Subrecipients must ensure fairness, equity, and equal access when consulting and making offers of mitigation to property owners that benefit from mitigation activities.</p>
Article 55	<p>Changes in Scope of Work</p> <p>Requests for changes to the scope of work (SOW) after award are permissible as long as they do not change the nature or total project cost of the activity, properties identified in the subapplication, the feasibility and effectiveness of the project, or the benefit cost ratio. Requests must be supported by adequate justification from the applicant in order to be processed. The justification is a description of the proposed change, a written explanation of the reason or reasons for the change; an outline of remaining funds available to support the change; and a full description of the work necessary to complete the activity. All approvals will be at FEMA's discretion, and there is no guarantee that SOW changes will be approved.</p>
Article 56	<p>Recoupment of Funds</p> <p>FEMA will recoup mitigation planning grant funds for grants that do not meet the deliverable criteria of an adopted, FEMA-approved mitigation plan by the end of the performance period.</p>
Article 57	<p>Recovery of Funds</p> <p>The Recipient will process the recovery of assistance paid to Subrecipients processed through error, misrepresentation, or fraud or if funds are spent inappropriately. Recovered funds shall be submitted to FEMA as soon as the funds are collected, but no later than 90 days from the expiration date of the appropriate grant award agreement.</p>

Article 58	<p>Reporting of Fraud All fraud identifications will be reported to the Department of Homeland Security Office of Inspector General (OIG). The Recipient agrees to cooperate with investigation conducted by the DHS OIG.</p>
Article 59	<p>Closeout and Final Reports Because of recent changes to 2 C.F.R. Part 200 that went into effect for awards issued on or after November 12, 2020, the Recipient shall submit a final Federal Financial Report (FFR or SF-425) for project completion, as certified by the Recipient, final Program Performance Report (SF-PPR), and all other closeout documents 120 days after the end date of the performance period per the new 2 C.F.R. § 200.344.</p>
Article 60	<p>Record Retention Records shall be retained for at least 3 years (except in certain rare circumstances) from the date the final Federal Financial Report for project completion as certified by the Recipient is submitted to FEMA in compliance with 2 C.F.R. Part 200 (specifically the new 2 C.F.R. § 200.334 effective Nov. 12, 2020) and Section 705 of the Stafford Act (42 U.S.C. § 5205).</p>
Article 61	<p>Termination FEMA may terminate a federal award in whole or in part for one of the following reasons. FEMA and the recipient must still comply with closeout requirements at 2 C.F.R. §§ 200.344-200.345 even if an award is terminated in whole or in part. To the extent that subawards are permitted under this NOFO, pass-through entities should refer to 2 C.F.R. § 200.340 for additional information on termination regarding subawards. Noncompliance: If a recipient fails to comply with the terms and conditions of a federal award, FEMA may terminate the award in whole or in part. If the noncompliance can be corrected, FEMA may first attempt to direct the recipient to correct the noncompliance. This may take the form of a Compliance Notification. If the noncompliance cannot be corrected or the recipient is non-responsive, FEMA may proceed with a Remedy Notification, which could impose a remedy for noncompliance per 2 C.F.R. § 200.339, including termination. Any action to terminate based on noncompliance will follow the requirements of 2 C.F.R. §§ 200.341-200.342 as well as the requirement of 2 C.F.R. § 200.340(c) to report in FAPIIS the recipient's material failure to comply with the award terms and conditions. With the Consent of the Recipient FEMA may also terminate an award in whole or in part with the consent of the recipient, in which case the parties must agree upon the termination conditions, including the effective date, and in the case of partial termination, the portion to be terminated. Notification by the Recipient: The recipient may terminate the award, in whole or in part, by sending written notification to FEMA setting forth the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. In the case of partial termination, FEMA may determine that a partially terminated award will not accomplish the purpose of the federal award, so FEMA may terminate the award in its entirety. If that occurs, FEMA will follow the requirements of 2 C.F.R. §§ 200.341-200.342 in deciding to fully terminate the award.</p>
Article 62	<p>Standard Condition #1 Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.</p>

Article 63	<p>Standard Condition #2 This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.</p>
Article 64	<p>Standard Condition #3 If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.</p>
Article 65	<p>Standard Condition #1 Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.</p>
Article 66	<p>Standard Condition #2 This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.</p>
Article 67	<p>Standard Condition #3 If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.</p>

Obligating document

1. Agreement No. EMF-2020-BR-001	2. Amendment No. 4	3. Recipient No. 680278801	4. Type of Action AMENDMENT	5. Control No. FX00048N2022T-001, FX00009N2023T-001		
6. Recipient Name and Address OFFICE OF EMERGENCY SERVICES 3650 SCHRIEVER AVE MATHER, CA 95655		7. Issuing FEMA Office and Address FEMA Region IX 1111 Broadway, Suite 1200 Oakland, CA 94607-4052 510-627-7100		8. Payment Office and Address FEMA Finance Center P.O. Box 9001 Winchester, VA 22604 (540) 504-1900		
9. Name of Recipient Project Officer Ron Miller		9a. Phone No. 916-7673058	10. Name of FEMA Project Officer Building Resilient Infrastructure and Communities Program		10a. Phone No. 770-220-5200	
11. Effective Date of This Action 04/14/2022	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING		14. Performance Period 04/15/2022 to 04/14/2025 Budget Period 04/15/2022 to 04/14/2025		
15. Description of Action a. (Indicate funding data for awards or financial changes)						
Program Name Abbreviation	Assistance Listings No.	Accounting Data(ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
BRIC	97.047	2022-6M-GD01BR-R092-xxxx-4101-D	\$81,997.00	\$0.00	\$81,997.00	See Totals
BRIC	97.047	2023 6M GD01BR-R092-xxxx-4101-D	\$0.00	\$5,945,692.11	\$5,945,692.11	See Totals
Totals			\$81,997.00	\$5,945,692.11	\$6,027,689.11	\$2,057,012.21
b. To describe changes other than funding data or financial changes, attach schedule and check here: N/A						
16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) This is not applicable for digitally signed grant agreements.						

17. ~~RECIPIENT SIGNATORY OFFICIAL (Name and Title)~~

(Recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this documents for their records.)

18. FEMA SIGNATORY OFFICIAL (Name and Title)

**Kathryn Lipiecki, Acting Assistant Administrator Grant Programs
Directorate**

DATE**11/15/2022**



Paradise Recreation & Park District

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

Phone: 530-662-2037
Fax: 530-872-8619
Website: www.ParadisePRPD.com

RESOLUTION #23-02-1-522

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE PARADISE RECREATION AND PARK DISTRICT APPROVING SIGNATORY AUTHORITY

WHEREAS, the people of the State of California have awarded Paradise Recreation a Park District with the Building Resilient and Infrastructure and Communities grant for the Building Resiliency Buffer Project; and

WHEREAS, the State of California is seeking the designation of authorized agents for non-state agencies to execute financial assistance through their resolution signed by our Board Chairperson.

WHEREAS, the Paradise Recreation and Park District submitted a proposal, “Promoting Resilience Parks for Wildfire Risk Reduction and Hazard Mitigation in Paradise, CA” to conduct a comprehensive examination of long-term mechanisms to protect communities and citizens within the District; and the District intends to continue to receive state and federal assistance related to disaster response and recovery.

BE IT HEREBY RESOLVED by the Board of Directors of the Paradise Recreation and Park District located in the County of Butte, State of California, that this Board:

Authorizes the District Manager and Assistant District Manager to serve as agents on behalf of the District and grants signatory authority to conduct all matters pertaining to state disaster assistance.

APPROVED AND ADOPTED at a regular meeting of the Board of Directors of the Paradise Recreation and Park District the 8th day of February 2023 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

Steve Rodowick, Chairperson

Mary Bellefeuille, Secretary

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR
NON-STATE AGENCIES**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____,
(Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the _____, a public entity established under the
(Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s):_____

Passed and approved this ___ day of _____, 20 ____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and
(Name of Applicant)

correct copy of a resolution passed and approved by the _____
(Governing Body)

of the _____ on the _____ day of _____, 20 ____.
(Name of Applicant)

(Signature)

(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.

STATE OF CALIFORNIA
GOVERNOR'S OFFICE OF EMERGENCY SERVICES
Cal OES 130 - Instructions

Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

District Report

Meeting Date: February 8, 2023



DATE: 2/1/2023
 TO: PRPD Board of Directors (BOD)
 FROM: Dan Efseaff, District Manager
 SUBJECT: Monthly District Report

Monthly Report

1. Updates

- a. Buffer Project - Staff met with the state representative for the Building Resiliency in Communities (BRIC) funding for the Buffer Project.

2. Administrative and Visitor Services

- a. Front Office - Since the start of the New Year, the front office has sold 65 new/renewed annual lake passes for Paradise Lake. The impact fees have been steadily coming in, and the facility reservations have started to climb as people are planning their weddings, birthday parties, and celebrations of life. We have brought on Theresa Peabody as Administrative Assistant I to help out with the front office workload, and Sunny Quigley moved to the District Accountant's office to begin project work to help with the workload of Dan, Kristi or Sarah.
- b. Trails and Vegetation Crew - The District is excited to begin recruitment for a seasonal trails and vegetation management crew. The crew will complete a wide variety of tasks related to grant funded projects. We anticipate that the crew will be needed for approximately the next 2-3 years. Crew members will be hired according to the Park Maintenance III (foreperson), II, and I and Park Aide Job Descriptions. The foreperson will work closely with the District Manager on select special projects and will report to the Park Supervisor. Crew members will complete new trails, vegetation, special projects, and eventually prescribed burns. Crew members will receive training in trail building, safety, ecology, and important resources. These are exciting opportunities to help with wildfire recovery projects and develop amazing new recreational opportunities and prepare for new parks. The seasonal crew will work from April to November. We anticipate advancement and full-time opportunities arising out of these projects.

3. Finance

- a. Routine Reports - Balance Sheet (Attachment A), Year to Date (YTD) Profit & Loss Budget vs. Actual (Attachment B), Monthly Profit & Loss (Attachment C), Investment and Reserve (Attachment D), and Recovery Project for the Fiscal Year (Attachment E) and Beginning FY 2023 Balance Sheet (Attachment F).
- b. Impact Fees - For the month of January, the District received a total of \$15,844.43 in impact fees.
- c. Investments -
 - i. Five Star Bank Interest deposits: Investment Money Market = \$15,551.75 and Grant Money Market = \$1,233.63.
- d. Updates - Staff will discuss the mid-year review of the budget.

4. Parks

- a. Storm Damage - January has been a very busy month for our maintenance crews. The heavy rains accompanied with strong winds has really taken a toll on the Parks. Several trees became victims of the storms, so most of January our maintenance staff cleared fallen trees and cleaned them up.

The facilities that occurred the most severe damage was the Terry Ashe Recreation Center, the Paradise Welcome Sign (the halo was lodged between the sign and the tree. PRPD crews were able to save it and have it stored, until repairs can be made), and Bille Park (a tree fell and landed on a fence that belonged to a neighbor of the park. Park staff we fast to clear out the tree and fix the fence. (Figures 1 through 6)

After the storm on January 4th which is the one that took out the large tree at the Vet's Hall, PRPD Park Supervisor (Mark D Cobb), Mike Houdek (Town of Paradise, Publics Works manager), and D.J. Gomes (owner of Crossfire Tree & Vegetation Services, Inc.) inspected three trees that were overhanging the Skyway from Terry Ashe Park. During the inspection, we noticed that the base of these trees had signs of movement. This is an indication the trees had endured sever stress to root systems and they could come down at any second. All parties involved responded immediately by closing off the Skyway between Oliver Road and Elliot Road. With the help of Public Works, this was achieved very quickly. D.J. Gnomes also went into action by securing a crane and pulling in his crew along with climber Jake Browne of West Branch Tree Service. The threatening trees were removed without incident. Big thanks to: Mike Houdek, Candy Mays-Keillor and Robert Grignon. Paradise Public works. D.J. Gomes, of Crossfire Tree & Vegetation Service, Inc. Jake Brownlee, of West Branch Tree Service. Without everyone working together this huge feat could not of went so smoothly. (Figures 7 through 9)

- b. Ice Rink– with all of this going on our maintenance staff were still able to dismantle and ship off the Ice Rink right on schedule.
- c. PRPD Pool – Mark Cobb met with AES and Urban solar and both companies said that solar at the pool isn't feasible. He is meeting with North State Solar in the next couple of weeks for a second opinion.
- d. Trails -
 - i. Staff met onsite at Bille Park to review some of the upcoming trail work for the repair of the old trail, new outlook, short trail view and bench. This work will begin later this spring.
 - ii. Staff met with Forest Service Staff on the trail alignment and an update on the process. As noted above, the District will be gearing up for a crew to help with some of the trails work.

5. Programs

- a. Judo – This youth martial arts class has seen it's participation numbers increase since it started in late 2021. The class is for youth of ages 4 through 16 and has a junior and senior program. Last month we had 15 participants between the two classes. Judo instructor Sensei Harry Burleson will be offering a new adult Jujitsu class for PRPD this spring. (Figure 10)
- b. Junior Wrestling – PRPD's youth wrestling program is led by longtime coach Shannon Magpusao who also coaches the Paradise High School Wrestling Team. The program for 4th through 8th graders has 14 participants and takes place three days a week at the PHS Wrestling Room.
- c. Yoga – Yoga is another class that has been slowly gaining popularity. We currently offer 3 classes at the Terry Ashe Recreation Center and 2 classes at the Magalia Community Center. The classes average 6 people per class.
- d. Tai Chi – This Chinese Martial Art class takes place on Saturdays at the Terry Ashe Recreation Center and moves outside to Bille Park when the weather warms up. The class averages about 10 participants.
- e. Dance Fusion – Instructor Chris Kempton leads this low impact exercise dance class 3 days a week for PRPD at the Terry Ashe Recreation Center. The program will go down to one day a week when Chris transitions to teaching aqua aerobics at the Paradise Pool in the summer.
- f. Youth Basketball Skills – This youth sports program takes place on Thursday evenings at the Cedarwood School Gym in Magalia. Children in grades 5th through 8th are welcome to participate in the program.
- g. Youth Community Access Grant – Elements Youth Advisory Council – 12 participants were welcomed into the Youth Advisory Council at their first meeting held at the Terry Ashe Rec Center on January 25th. The council will engage in a series of outdoor education excursions and experiences starting with a trip to the Snow Goose Festival on Sunday January 29 and continuing into February with a snow shoeing trip to Mount Lassen.
- h. Ice Rink– After the ice rink closed for the season, numerous calls came into the front office about the hours of the ice rink. Customers were still wanting to ice skate after January 1st, 2023. We are still waiting for up \$10,500 in sponsorship monies to come in. The ice rink report is in review with Kristi Sweeney, Jeff Dailey, and Scott Amick. We plan to have it ready for the BOD by the March meeting. A short recap of profits and losses are as follows: Program Income= \$59,432.00, Donation & Fundraising Income= \$48,423.85, Payroll Expenses (including maintenance department) =\$112,325.88 and the net income is, -\$156,941.64. The estimated total number of ice rink visitors this season is less than 9,000 people.

6. Outreach and Development

- a. Butte County Office of Education – Remix Conference – Staff member Scott Amick will present on the topic of “Recreation based engagement strategies for expanded learning professionals” on January 28th. Partnership with BCOE and the attending participants is a cornerstone of outreach strategy for PRPD and the Outdoor Education for All network. Supporting conferences hosted through the Expanded Learning Program develop momentum for generating new partnerships within Butte County and the District. Access the pdf for the speech at https://drive.google.com/drive/folders/16fXIL7-AMglQMeY0b4TAk67JEjVOiZe8?usp=share_link

7. Project Development

- a. Jordan Hill OHV Study – Staff received an orientation briefing to the new Grant Program with the grant manager who discussed the program, project, and resources available. Staff also hosted a project kickoff meeting with Shawn Rohrbacker to discuss timeline and roles and responsibilities.
- b. All Hearts and Hands – Prior to leaving for maternity leave Sophia facilitated a meeting for All Hearts And Hands project lead and staff to prioritize volunteer projects AHAH may be able to support. Staff have prioritized Lakeridge and Oak Creek clean up. We’ll know whether or not AHAH can support by April.
- c. Awarded Grants List – In an ongoing effort to keep the Board up to date on active and recently closed grants, staff have provided an updated list (**Exhibit G**).

8. Upcoming

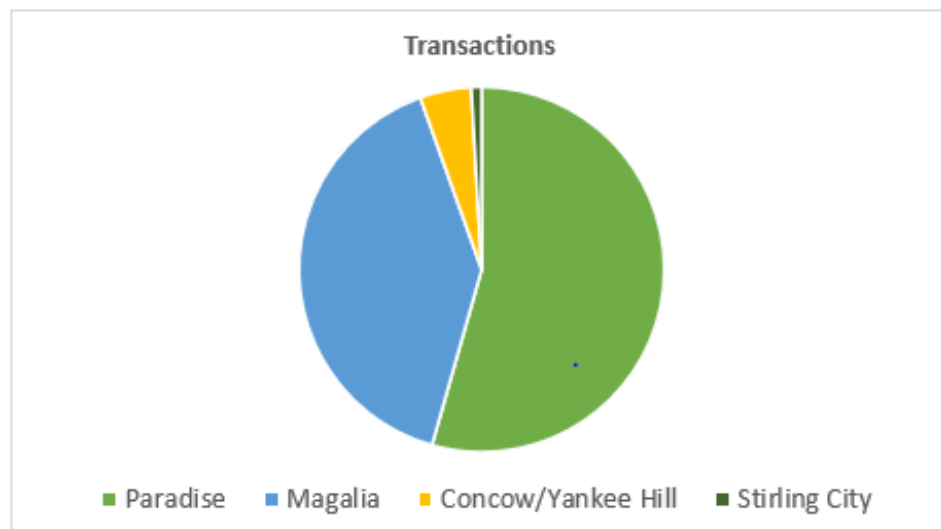
- a. Landscape Solutions – Join horticultural consultant Kathleen Elliott for this landscaping class to take place at the Terry Ashe Recreation Center on Saturday, February 4. This class will feature pruning and caring for deciduous trees and shrubs like roses, Japanese Maples, fruit trees, and vines. Register through PRPD.

Dashboard

The dashboard provides a snapshot of district activities to show program participation, rentals, financial information, and revenue goals status. This month's dashboard shows transactions by Zip Code. In an effort to understand patterns of patronage throughout the District, Admin Staff compiled this information from individual transactions. Shortcomings with this information is that it does not show participation in classes or events as a single transaction may be for multiple classes or people.

Zip Code Transactions (Individual Count) for the 2022 Calendar Year:

Area (Zip code)	No. of Transactions	Percentage
Paradise (95969/95967)	718	54.39 %
Magalia (95954)	530	40.15 %
<u>Concow</u> / Yankee Hill/ Oroville (95965)	60	4.55 %
Stirling City (95978)	12	0.91 %
Totals:	1320	100 %



****Does NOT include bulk/individual transactions without registrations such as:**

- Paradise Lake
- Paradise Pool
- Ice Rink
- Concow Pool
- Drop-in Classes (Yoga, Dance, Tai Chi)

Photographs



Figure 1. A tree in Bille Park fell and hit a neighboring fence during one of the storm days.



Figure 2. PRPD crew working on cutting and clearing the tree that fell at Bille Park. The fence it hit has also been repaired.



Figure 3. A tree fell alongside the Paradise Welcome Sign and took out the halo.



Figure 4. The tree and halo lodged into Paradise Welcome Sign.



Figure 5. The Paradise Welcome Sign halo. It is being stored at the maintenance building until it can be mended.



Figure 6. The Paradise Welcome Sign all cleaned up after the fallen tree.



Figure 7. One of the large trees at the TARC had some uprooting and was taken out after one of the storms.



Figure 8. Mark D Cobb, Mike Houdek and D.J. Gomes (owner of Crossfire Tree & Vegetation Services), worked together to safely remove the tree before it fell onto the Skyway.



Figure 9. Mark D Cobb, Mike Houdek, and D.J. Gomes (owner of Crossfire Tree & Vegetation Services), worked together to safely remove the tree before it fell onto the Skyway.



Figure 10. Kids participating in Judo at the TARC.

Attachments:

- A. Balance Sheet
- B. YTD Profit & Loss Budget vs. Actual
- C. Monthly Profit & Loss
- D. Investment and Reserve
- E. Recovery Project for the Fiscal Year
- F. Balance Sheet July 2022
- G. Awarded Grants List

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2023/23.0208/2023.0208_BOD.District.Report.docx
2/2/2023

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02/01/23

Accrual Basis

PRPD
Balance Sheet
As of January 31, 2023

	Jan 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Mechanics Bank - Operating	133,553.41
1003 · Five Star Bank - Payroll	35,604.60
1005 · Petty Cash	300.00
1008 · North Valley Community Found	3,085.58
1010 · Treasury Cash - 2510	
1011 · General Operating	-2,495,989.79
1012 · ACO Reserve	606,700.00
1013 · General Reserve	3,000.00
1014 · Deposits held for others	1,000.00
1010 · Treasury Cash - 2510 - Other	20,000.00
Total 1010 · Treasury Cash - 2510	-1,865,289.79
1030 · Investments	
1031 · Five Star Bank Money Market	2,952,768.79
1032 · Five Star Bank Grant M. M.	674,490.35
1033 · Investment Reserves	
1033.02 · Capital Improvment & Acquisit	9,673,985.46
1033.03 · Current Operations	8,074,351.31
1033.04 · Desig Proj/Sp Use/Grant Match	756,970.43
1033.05 · Future Operations	18,924,260.86
1033.06 · Technology	151,394.08
1033.07 · Vehicle Fleet & Equipment	756,970.43
Total 1033 · Investment Reserves	38,337,932.57
Total 1030 · Investments	41,965,191.71
1100 · Designated Treasury Funds	
1112 · Grosso Endowment-2512	54,619.72
1113 · Grosso Scholarship-2513	5,489.54
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	4,361.62
1114-13 · Ice Rink Donations	149,757.83
1114-14 · General Donations	14,886.33
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	4,593.61
1114-7 · Child-Youth Scholarships	10.00
1114-8 · McGreehan Children's Schlshp	1,240.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	223.24
Total 1114 · Designated Donations-2514	188,438.02
Total 1100 · Designated Treasury Funds	248,547.28
1119 · Impact Fees	
1120 · Sub Div Fees - 2520	8,522.41
1121 · Park Acqui Unincorp - 2521	41,080.83
1122 · Park Dev Unincorp - 2522	145,114.00
1124 · District Fac Unincorp - 2524	56,482.70
1126 · Park Acqui Incorp - 2526	194,421.87
1127 · Park Dev Incorp - 2527	572,440.23
1128 · District Fac Incorp - 2528	118,060.13

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02/01/23

Accrual Basis

PRPD
Balance Sheet
As of January 31, 2023

	Jan 31, 23
Total 1119 · Impact Fees	1,136,122.17
Total Checking/Savings	41,657,114.96
Other Current Assets	
1310 · Miscellaneous Receivables	-0.02
1500 · FMV Adjustments	
1510 · FMV Adjustment-2510	2.76
1512 · FMV Adjustment-2512	307.34
1513 · FMV Adjustment-2513	31.28
1500 · FMV Adjustments - Other	4,716.38
Total 1500 · FMV Adjustments	5,057.76
Total Other Current Assets	5,057.74
Total Current Assets	41,662,172.70
Fixed Assets	
1710 · Land	874,863.19
1720 · Buildings	5,750,913.53
1730 · Furn., Fixtures & Equip (>\$5k)	1,114,443.11
1798 · Accum Depr - Furn Fixture Equip	-332,563.00
1799 · Accum Depr - Buildings	-4,441,294.77
1800 · Construction in Progress	
1810 · CIP-Planning	
1810.1 · CIP-BSF Park Planning	157,272.27
1810.2 · CIP-Yellowstone Kelly (YK)	23.00
1810.4 · CIP-OHV Study	195.50
Total 1810 · CIP-Planning	157,490.77
1820 · CIP-Acquisition	
1820.1 · Oak & Noble Acquisition (SNC)	46,109.48
1820.2 · Buffer (TNC)	54,104.66
Total 1820 · CIP-Acquisition	100,214.14
1830 · CIP-Development	
1830.1 · CIP-Aquatic Park Lighting	580.01
1830.2 · CIP-State Park Grant (SPPG)	146,822.32
1830.3 · CIP-Per Capita Program (PCP)	22,706.50
Total 1830 · CIP-Development	170,108.83
1840 · CIP-Facility & Park Amenities	
1840.1 · CIP-Paradise Pool Swim Blocks	1,247.17
1840.2 · CIP-Cal Recycle	291,993.33
1840.4 · CIP-RTGGP Trails Grant	7,157.73
1840.5 · Existing Park Improvements	448,879.70
1840.6 · CIP-California ReLeaf (CRL)	40,646.23
1840.7 · Recovery Projects	79,397.98
1840.8 · CIP-Rotary Grant (PRF)	207.00
Total 1840 · CIP-Facility & Park Amenities	869,529.14
Total 1800 · Construction in Progress	1,297,342.88
Total Fixed Assets	4,263,704.94
Other Assets	
1900 · PCV Promissory Note	300,322.00
1950 · Deferred Outflow - Pension	198,681.00
Total Other Assets	499,003.00
TOTAL ASSETS	46,424,880.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	

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02/01/23

Accrual Basis

PRPD
Balance Sheet
As of January 31, 2023

	Jan 31, 23
Accounts Payable	
2000 · Accounts Payable	6,099.55
Total Accounts Payable	6,099.55
Other Current Liabilities	
2100 · Payroll Liabilities	
2110 · Wages Payable	95,440.22
2120 · Payroll Taxes Payable	10,682.25
2130 · Health Benefits Payable	-9,756.48
2140 · FSA payable	-801.84
2160 · 457 Retirement Payable	-500.00
2170 · CalPers Payable	39,391.27
2180 · Garnishments payable	-2.50
2190 · Accrued Leave Payable	
2192 · Sick leave payable	15,754.27
2193 · Vacation leave payable	41,590.04
Total 2190 · Accrued Leave Payable	57,344.31
Total 2100 · Payroll Liabilities	191,797.23
2200 · Accrued Expenses	4,414.58
2300 · Deposits - refundable	1,000.00
2400 · Deferred Revenue	
2430 · Deferred Inflow - Pension	-89,568.00
2440 · Deferred CIP Revenue	200,000.00
Total 2400 · Deferred Revenue	110,432.00
Total Other Current Liabilities	307,643.81
Total Current Liabilities	313,743.36
Long Term Liabilities	
2700 · FEMA Community Disaster Loan	60,174.29
2805 · CalPers Pension Liability	165,961.00
2806 · OPEB Liability	391,761.00
Total Long Term Liabilities	617,896.29
Total Liabilities	931,639.65
Equity	
2030 · Designated for Petty Cash	300.00
3000 · General Fund Balances-2510	
3010 · General Fund Available	291,149.99
3020 · Imprest Cash Reserve	300.00
3030 · General Reserve	3,000.00
3050 · Designated Captial Outlay	606,700.00
Total 3000 · General Fund Balances-2510	901,149.99
3200 · Designated Fund Balances	
3212 · Grosso Endowment-2512	54,619.72
3213 · Grosso Scholarship-2513	5,489.54
3214 · Donations - 2514	77,722.50
3220 · Impact Fees	886,393.39
Total 3200 · Designated Fund Balances	1,024,225.15
3280 · Invest. in General Fixed Assets	3,188,395.18
3900 · Retained Earnings	40,953,626.71
3999 · Opening Balance Equity	-354,580.80
Net Income	-219,875.24
Total Equity	45,493,240.99
TOTAL LIABILITIES & EQUITY	46,424,880.64

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PRPD

Profit & Loss Budget vs. Actual

02/01/23

July 2022 through January 2023

Accrual Basis

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Bud...
Ordinary Income/Expense				
Income				
4100 · Tax Revenue	652,524.13	1,103,000.00	-450,475.87	59.2%
4200 · Impact Fee revenue	72,588.33	144,000.00	-71,411.67	50.4%
4300 · Program Income	189,209.31	362,750.00	-173,540.69	52.2%
4350 · Concession & Merchandise sales	0.00	2,700.00	-2,700.00	0.0%
4400 · Donation & Fundraising Income	56,862.80	75,000.00	-18,137.20	75.8%
4500 · Grant Income	136,471.99	1,300,000.00	-1,163,528.01	10.5%
4600 · Other Revenue	392,735.40	266,000.00	126,735.40	147.6%
4900 · Interest Income	234,456.39	311,600.00	-77,143.61	75.2%
Total Income	1,734,848.35	3,565,050.00	-1,830,201.65	48.7%
Gross Profit	1,734,848.35	3,565,050.00	-1,830,201.65	48.7%
Expense				
5000 · Payroll Expenses				
5010 · Wages & Salaries	914,905.49	1,685,700.00	-770,794.51	54.3%
5020 · Employer Taxes	69,625.85	156,300.00	-86,674.15	44.5%
5030 · Employee Benefits				
5030.1 · Retired Health Premium Employer	7,705.72			
5030.2 · Admin Fee for Active	273.63			
5030.3 · Admin Fee for Retired	79.11			
5030 · Employee Benefits - Other	164,289.30	330,100.00	-165,810.70	49.8%
Total 5030 · Employee Benefits	172,347.76	330,100.00	-157,752.24	52.2%
5040 · Workers Comp Expense	75,063.25	56,700.00	18,363.25	132.4%
5060 · Other Personnel Costs	4,071.01	18,000.00	-13,928.99	22.6%
5000 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%
Total 5000 · Payroll Expenses	1,236,013.36	2,246,800.00	-1,010,786.64	55.0%
5100 · Program Expenses				
5110 · Concession & Merchandise Exp.	3,195.00	3,300.00	-105.00	96.8%
5120 · Program Contract Labor	4,218.80	9,200.00	-4,981.20	45.9%
5130 · Program Supplies	22,598.52	38,500.00	-15,901.48	58.7%
5100 · Program Expenses - Other	0.00	0.00	0.00	0.0%
Total 5100 · Program Expenses	30,012.32	51,000.00	-20,987.68	58.8%
5140 · Fundraising Expense	0.00	6,000.00	-6,000.00	0.0%
5200 · Advertising & Promotion	18,004.28	15,700.00	2,304.28	114.7%
5220 · Bank & Merchant Fees	3,498.42	7,000.00	-3,501.58	50.0%
5230 · Contributions to Others	5,000.00	20,000.00	-15,000.00	25.0%
5240 · Copying & Printing	2,529.11	10,100.00	-7,570.89	25.0%
5260 · Dues, Mbrshps, Subscr, & Pubs	22,496.50	22,400.00	96.50	100.4%
5270 · Education, Training & Staff Dev	449.98	22,800.00	-22,350.02	2.0%
5280 · Equip., Tools & Furn (<\$5k)				
5282 · Office ET&F	3,430.47	19,200.00	-15,769.53	17.9%
5284 · Program ET&F	0.00	12,100.00	-12,100.00	0.0%
5286 · Small Tools & Equipment	4,400.73	43,200.00	-38,799.27	10.2%
5280 · Equip., Tools & Furn (<\$5k) - Other	0.00	0.00	0.00	0.0%
Total 5280 · Equip., Tools & Furn (<\$5k)	7,831.20	74,500.00	-66,668.80	10.5%
5290 · Equipment Rental	141,154.55	162,900.00	-21,745.45	86.7%
5300 · Insurance	111,358.00	82,500.00	28,858.00	135.0%
5310 · Interest Expense	367.00	1,100.00	-733.00	33.4%
5320 · Miscellaneous Expense	53.85	300.00	-246.15	18.0%
5330 · Professional & Outside services				
5332 · Accounting	23,833.00	44,800.00	-20,967.00	53.2%
5334 · Legal	2,157.65	17,800.00	-15,642.35	12.1%
5336 · Engineering	0.00	200,000.00	-200,000.00	0.0%
5338 · Other Prof. & Outside Labor	48,585.85	326,100.00	-277,514.15	14.9%
5330 · Professional & Outside services - Other	0.00	0.00	0.00	0.0%
Total 5330 · Professional & Outside services	74,576.50	588,700.00	-514,123.50	12.7%

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PRPD

Profit & Loss Budget vs. Actual

02/01/23

July 2022 through January 2023

Accrual Basis

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Bud...
5340 · Postage & Delivery	571.76	2,000.00	-1,428.24	28.6%
5350 · Rent-Facility use fees	2,882.50	23,700.00	-20,817.50	12.2%
5360 · Repair & Maintenance				
5361 · Building R&M	2,474.53	16,900.00	-14,425.47	14.6%
5362 · Equipment R&M	7,509.57	16,300.00	-8,790.43	46.1%
5363 · General R&M	2,677.80	11,200.00	-8,522.20	23.9%
5364 · Grounds R&M	32,573.89	45,900.00	-13,326.11	71.0%
5365 · Pool R&M	28,557.24	36,600.00	-8,042.76	78.0%
5366 · Vehicle R&M	7,159.46	11,000.00	-3,840.54	65.1%
5367 · Janitorial	7,789.72	14,400.00	-6,610.28	54.1%
5368 · Security	605.00	6,000.00	-5,395.00	10.1%
5369 · Vandalism	264.02	2,400.00	-2,135.98	11.0%
5360 · Repair & Maintenance - Other	0.00	0.00	0.00	0.0%
Total 5360 · Repair & Maintenance	89,611.23	160,700.00	-71,088.77	55.8%
5370 · Supplies - Consumable				
5372 · Office Supplies	6,823.59	14,000.00	-7,176.41	48.7%
5374 · Safety & staff supplies	3,808.41	14,200.00	-10,391.59	26.8%
5370 · Supplies - Consumable - Other	0.00	0.00	0.00	0.0%
Total 5370 · Supplies - Consumable	10,632.00	28,200.00	-17,568.00	37.7%
5380 · Taxes, Lic., Notices & Permits	60,122.63	7,600.00	52,522.63	791.1%
5390 · Telephone & Internet	9,920.64	18,800.00	-8,879.36	52.8%
5400 · Transportation, Meals & Travel				
5402 · Air, Lodging & Other Travel	1,540.53	10,000.00	-8,459.47	15.4%
5404 · Fuel	16,969.46	35,000.00	-18,030.54	48.5%
5406 · Meals	3,621.27	7,000.00	-3,378.73	51.7%
5408 · Mileage & Auto Allowance	0.00	2,000.00	-2,000.00	0.0%
5400 · Transportation, Meals & Travel - Other	0.00	0.00	0.00	0.0%
Total 5400 · Transportation, Meals & Travel	22,131.26	54,000.00	-31,868.74	41.0%
5410 · Utilities				
5412 · Electric & Gas	76,394.85	112,000.00	-35,605.15	68.2%
5414 · Water	16,088.87	25,800.00	-9,711.13	62.4%
5416 · Garbage	13,022.78	11,500.00	1,522.78	113.2%
5410 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 5410 · Utilities	105,506.50	149,300.00	-43,793.50	70.7%
Total Expense	1,954,723.59	3,756,100.00	-1,801,376.41	52.0%
Net Ordinary Income	-219,875.24	-191,050.00	-28,825.24	115.1%
Net Income	-219,875.24	-191,050.00	-28,825.24	115.1%

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02/01/23

Accrual Basis

PRPD
Profit & Loss
January 2023

	Jan 23
Ordinary Income/Expense	
Income	
4100 · Tax Revenue	601,477.70
4200 · Impact Fee revenue	15,844.83
4300 · Program Income	21,058.46
4400 · Donation & Fundraising Income	6,475.12
4500 · Grant Income	20,442.35
4900 · Interest Income	15,551.75
	680,850.21
Total Income	680,850.21
Gross Profit	680,850.21
Expense	
5000 · Payroll Expenses	
5010 · Wages & Salaries	109,273.57
5020 · Employer Taxes	8,121.84
5030 · Employee Benefits	
5030.1 · Retired Health Premium Employer	1,326.02
5030.2 · Admin Fee for Active	49.73
5030.3 · Admin Fee for Retired	14.36
5030 · Employee Benefits - Other	21,745.50
	23,135.61
5040 · Workers Comp Expense	0.00
5060 · Other Personnel Costs	64.00
	140,595.02
5100 · Program Expenses	
5120 · Program Contract Labor	798.00
5130 · Program Supplies	1,306.83
	2,104.83
5200 · Advertising & Promotion	-548.42
5220 · Bank & Merchant Fees	596.35
5230 · Contributions to Others	2,500.00
5240 · Copying & Printing	205.80
5260 · Dues, Mbrshps, Subscr, & Pubs	3,558.88
5270 · Education, Training & Staff Dev	250.00
5280 · Equip., Tools & Furn (<\$5k)	
5282 · Office ET&F	2,979.70
5286 · Small Tools & Equipment	1,235.31
	4,215.01
5290 · Equipment Rental	4,836.85
5310 · Interest Expense	64.52
5330 · Professional & Outside services	
5332 · Accounting	915.00
5334 · Legal	215.00
5338 · Other Prof. & Outside Labor	18,757.09
	19,887.09
5340 · Postage & Delivery	120.00
5350 · Rent-Facility use fees	1,408.75
5360 · Repair & Maintenance	
5361 · Building R&M	347.67
5362 · Equipment R&M	1,854.63
5363 · General R&M	2.79
5364 · Grounds R&M	1,076.09
5365 · Pool R&M	56.18
5366 · Vehicle R&M	949.65
5367 · Janitorial	42.77
5369 · Vandalism	22.26
	22.26

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02/01/23

Accrual Basis

PRPD
Profit & Loss
January 2023

	Jan 23
Total 5360 · Repair & Maintenance	4,352.04
5370 · Supplies - Consumable	
5372 · Office Supplies	1,953.57
5374 · Safety & staff supplies	203.81
Total 5370 · Supplies - Consumable	2,157.38
5380 · Taxes, Lic., Notices & Permits	53,008.29
5390 · Telephone & Internet	1,506.04
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	108.97
5404 · Fuel	1,433.25
5406 · Meals	1,811.62
Total 5400 · Transportation, Meals & Travel	3,353.84
5410 · Utilities	
5412 · Electric & Gas	10,784.72
5414 · Water	4,146.59
5416 · Garbage	1,880.02
Total 5410 · Utilities	16,811.33
Total Expense	260,983.60
Net Ordinary Income	419,866.61
Net Income	419,866.61

**Paradise Recreation & Park District
Investment & Reserves Report
31-Jan-23**

Summary	Maximum	6/30/2022	FY 2022-2023	FY 2022-2023	1/31/2023	Annual
Reserve Funds	Target	Balance	Allocated	Interest	Balance	Funding Goal
CalPERS 115 Trust	500,000	0.00	0.00	0.00	0.00	30,000
Capital Improvement & Acquisition	25,000,000	9,520,596.39	0.00	52,499.66	9,573,096.04	100,000
Current Operations	8,000,000	8,030,023.30	0.00	44,280.15	8,074,303.45	50,000
Designated Project/Special Use/Grant Matching	1,500,000	752,814.67	0.00	4,151.26	756,965.94	50,000
Future Operations	25,000,000	18,820,367.13	0.00	103,781.61	18,924,148.74	100,000
Technology	150,000	150,562.93	0.00	830.25	151,393.19	5,000
Vehicle Fleet & Equipment	1,000,000	752,814.67	0.00	4,151.26	756,965.94	75,000
Total Reserves Funds	61,150,000	38,027,179.11	0.00	209,694.20	38,236,873.31	410,000

Detail		FY 2022 - 2023		
Five Star Investment Money Market	1/31/2023	Interest Earned		
CalPERS 115 Trust	0.00	0.00		
Capital Improvement & Acquisition	9,573,096.04	3,576.48		
Current Operations	8,074,303.45	3,016.54		
Designated Project/Special Use/Grant Matching	756,965.94	282.80		
Future Operations	18,924,148.74	7,070.01		
Technology	151,393.19	56.56		
Vehicle Fleet & Equipment	756,965.94	282.80		
General Operating	3,330,287.86	1,266.57		
Sub-Total Five Star	41,627,070.17	15,551.75		
Add/Subtract Changes	-33,348,552.89			
Total Five Star	8,518,484.34			
Five Star	Beginning Balance	Change	Interest Earned	Ending Balance
Grant Money Market Account	674,490.35	-	1,233.63	675,723.98
Payroll Interest Checking	6,505.08	(175.89)	1.67	6,330.86
Total Five Star	680,995.43	(175.89)	1,235.30	682,054.84
Mechanics	Deposits		Checks	
Checking (as of Dec 31, 2022)	278,972.47	34,245.40	265,480.44	47,737.43
Total				
Total in interest earning accounts	41,900,539.18	16,787.05		
Other Investment Income				0.00
Total				16,787.05

Paradise Recreation & Park District's (District) Investment Policy describes the District's commitment to managing risk by selecting investment products based on safety, liquidity and yield. Per California Government Code Section 53600 et. seq., specifically section 53646 and section 53607, this investment report details all investment-related activity in the current period. District investable funds are currently invested in Five Star Bank which meets those standards. That being said, the District's Investment Policy remains a prudent investment course, and is in compliance with the "Prudent Investor's Policy" designed to protect public funds.

PRPD
Recovery Project
July 2022 through January 2023

	RP1 Insurance	RP2 General	Total Recovery Project
	(Recovery Project)	(Recovery Project)	Total Recovery Project
	<u> </u>	<u> </u>	<u> </u>
Ordinary Income/Expense			
Income			
4600 · Other Revenue	391,935.40	0.00	391,935.40
Total Income	<u>391,935.40</u>	<u>0.00</u>	<u>391,935.40</u>
Gross Profit	391,935.40	0.00	391,935.40
Expense			
5000 · Payroll Expenses			
5010 · Wages & Salaries	1,988.16	3,106.47	5,094.63
5020 · Employer Taxes	151.70	228.78	380.48
5030 · Employee Benefits	537.14	616.29	1,153.43
Total 5000 · Payroll Expenses	<u>2,677.00</u>	<u>3,951.54</u>	<u>6,628.54</u>
5280 · Equip., Tools & Furn (<\$5k)			
5286 · Small Tools & Equipment	1,023.22	0.00	1,023.22
Total 5280 · Equip., Tools & Furn (<\$5k)	<u>1,023.22</u>	<u>0.00</u>	<u>1,023.22</u>
5290 · Equipment Rental	5,223.75	0.00	5,223.75
5330 · Professional & Outside services			
5334 · Legal	75.00	0.00	75.00
5338 · Other Prof. & Outside Labor	2,905.58	14,380.00	17,285.58
Total 5330 · Professional & Outside services	<u>2,980.58</u>	<u>14,380.00</u>	<u>17,360.58</u>
5360 · Repair & Maintenance			
5363 · General R&M	1,015.47	0.00	1,015.47
5364 · Grounds R&M	10,263.91	438.69	10,702.60
Total 5360 · Repair & Maintenance	<u>11,279.38</u>	<u>438.69</u>	<u>11,718.07</u>
5410 · Utilities			
5416 · Garbage	217.10	0.00	217.10
Total 5410 · Utilities	<u>217.10</u>	<u>0.00</u>	<u>217.10</u>
Total Expense	<u>23,401.03</u>	<u>18,770.23</u>	<u>42,171.26</u>
Net Ordinary Income	<u>368,534.37</u>	<u>-18,770.23</u>	<u>349,764.14</u>
Net Income	<u><u>368,534.37</u></u>	<u><u>-18,770.23</u></u>	<u><u>349,764.14</u></u>

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02/01/23

Accrual Basis

PRPD
Balance Sheet
As of July 1, 2022

	Jul 1, 22
ASSETS	
Current Assets	
Checking/Savings	
1000 · Mechanics Bank - Operating	41,105.47
1003 · Five Star Bank - Payroll	30,505.95
1005 · Petty Cash	300.00
1008 · North Valley Community Found	2,890.57
1010 · Treasury Cash - 2510	
1011 · General Operating	-664,536.00
1012 · ACO Reserve	606,700.00
1013 · General Reserve	3,000.00
1014 · Deposits held for others	1,000.00
1010 · Treasury Cash - 2510 - Other	20,000.00
Total 1010 · Treasury Cash - 2510	-33,836.00
1030 · Investments	
1031 · Five Star Bank Money Market	2,541,707.31
1032 · Five Star Bank Grant M. M.	584,160.59
1033 · Investment Reserves	
1033.02 · Capital Improvment & Acquisit	9,621,433.82
1033.03 · Current Operations	8,030,027.29
1033.04 · Desig Proj/Sp Use/Grant Match	752,815.05
1033.05 · Future Operations	18,820,376.47
1033.06 · Technology	150,563.01
1033.07 · Vehicle Fleet & Equipment	752,815.05
Total 1033 · Investment Reserves	38,128,030.69
Total 1030 · Investments	41,253,898.59
1100 · Designated Treasury Funds	
1112 · Grosso Endowment-2512	54,619.72
1113 · Grosso Scholarship-2513	5,489.54
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	116,526.83
1114-14 · General Donations	13,279.23
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	4,593.61
1114-7 · Child-Youth Scholarships	10.00
1114-8 · McGreehan Children's Schlshp	510.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	223.24
Total 1114 · Designated Donations-2514	149,961.19
Total 1100 · Designated Treasury Funds	210,070.45
1119 · Impact Fees	
1120 · Sub Div Fees - 2520	8,236.81
1121 · Park Acqui Unincorp - 2521	39,624.80
1122 · Park Dev Unincorp - 2522	140,907.72
1124 · District Fac Unincorp - 2524	55,512.02
1126 · Park Acqui Incorp - 2526	184,001.87
1127 · Park Dev Incorp - 2527	541,186.03
1128 · District Fac Incorp - 2528	110,882.38

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02/01/23

Accrual Basis

PRPD
Balance Sheet
As of July 1, 2022

	Jul 1, 22
Total 1119 · Impact Fees	1,080,351.63
Total Checking/Savings	42,585,286.66
Other Current Assets	
1500 · FMV Adjustments	
1510 · FMV Adjustment-2510	2.76
1512 · FMV Adjustment-2512	307.34
1513 · FMV Adjustment-2513	31.28
1500 · FMV Adjustments - Other	4,716.38
Total 1500 · FMV Adjustments	5,057.76
Total Other Current Assets	5,057.76
Total Current Assets	42,590,344.42
Fixed Assets	
1710 · Land	874,863.19
1720 · Buildings	5,750,913.53
1730 · Furn., Fixtures & Equip (>\$5k)	1,114,443.11
1798 · Accum Depr - Furn Fixture Equip	-332,563.00
1799 · Accum Depr - Buildings	-4,441,294.77
1800 · Construction in Progress	
1810 · CIP-Planning	
1810.1 · CIP-BSF Park Planning	157,272.27
Total 1810 · CIP-Planning	157,272.27
1820 · CIP-Acquisition	
1820.1 · Oak & Noble Acquisition (SNC)	33,282.19
1820.2 · Buffer (TNC)	43,841.70
Total 1820 · CIP-Acquisition	77,123.89
1830 · CIP-Development	
1830.1 · CIP-Aquatic Park Lighting	580.01
1830.2 · CIP-State Park Grant (SPPG)	36,278.65
1830.3 · CIP-Per Capita Program (PCP)	5,898.00
Total 1830 · CIP-Development	42,756.66
1840 · CIP-Facility & Park Amenities	
1840.1 · CIP-Paradise Pool Swim Blocks	1,247.17
1840.2 · CIP-Cal Recycle	246,030.43
1840.4 · CIP-RTGGP Trails Grant	2,934.79
1840.5 · Existing Park Improvements	139,598.20
1840.6 · CIP-California ReLeaf (CRL)	9,946.68
1840.7 · Recovery Projects	79,397.98
Total 1840 · CIP-Facility & Park Amenities	479,155.25
Total 1800 · Construction in Progress	756,308.07
Total Fixed Assets	3,722,670.13
Other Assets	
1900 · PCV Promissory Note	300,322.00
1950 · Deferred Outflow - Pension	198,681.00
Total Other Assets	499,003.00
TOTAL ASSETS	46,812,017.55
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	251,577.42

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02/01/23

Accrual Basis

PRPD
Balance Sheet
As of July 1, 2022

	Jul 1, 22
Total Accounts Payable	251,577.42
Other Current Liabilities	
2100 · Payroll Liabilities	
2110 · Wages Payable	95,440.22
2120 · Payroll Taxes Payable	10,681.84
2130 · Health Benefits Payable	-18,236.19
2140 · FSA payable	-1,088.74
2160 · 457 Retirement Payable	475.00
2170 · CalPers Payable	28,449.74
2180 · Garnishments payable	-2.50
2190 · Accrued Leave Payable	
2192 · Sick leave payable	15,754.27
2193 · Vacation leave payable	41,590.04
Total 2190 · Accrued Leave Payable	57,344.31
Total 2100 · Payroll Liabilities	173,063.68
2200 · Accrued Expenses	4,414.58
2300 · Deposits - refundable	1,000.00
2400 · Deferred Revenue	
2430 · Deferred Inflow - Pension	-89,568.00
2440 · Deferred CIP Revenue	200,000.00
Total 2400 · Deferred Revenue	110,432.00
Total Other Current Liabilities	288,910.26
Total Current Liabilities	540,487.68
Long Term Liabilities	
2700 · FEMA Community Disaster Loan	60,061.03
2805 · CalPers Pension Liability	165,961.00
2806 · OPEB Liability	391,761.00
Total Long Term Liabilities	617,783.03
Total Liabilities	1,158,270.71
Equity	
2030 · Designated for Petty Cash	300.00
3000 · General Fund Balances-2510	
3010 · General Fund Available	291,149.99
3020 · Imprest Cash Reserve	300.00
3030 · General Reserve	3,000.00
3050 · Designated Captial Outlay	606,700.00
Total 3000 · General Fund Balances-2510	901,149.99
3200 · Designated Fund Balances	
3212 · Grosso Endowment-2512	54,619.72
3213 · Grosso Scholarship-2513	5,489.54
3214 · Donations - 2514	77,722.50
3220 · Impact Fees	886,393.39
Total 3200 · Designated Fund Balances	1,024,225.15
3280 · Invest. in General Fixed Assets	3,188,395.18
3900 · Retained Earnings	40,953,626.71
3999 · Opening Balance Equity	-354,580.80
Net Income	-59,369.39
Total Equity	45,653,746.84
TOTAL LIABILITIES & EQUITY	46,812,017.55

Exhibit F: Awarded Grants List

Funding Agency	Name of Program	Description	Remaining Deliverables	Estimated Project Completion	Grant Status	Amount Awarded	Amount Expended	Amount reimbursed to date
National Park Service	Rivers, Trails & Conservation Assistance Program	Estimated in-kind contribution, not actually a cash grant		Feb-23	Ongoing	\$50,000	N/A	N/A
CA-ReLEAF	Relief Through ReLEAF Grant Program	Prep, plant trees and shrubs at Noble, Bille, Lakeridge, and Moore Road Parks	Additional trees/shrubs to be planted	Dec-22	Complete	\$99,990	\$ 61,665.70	\$ 14,654.00
CA Dept of Parks & Rec	Statewide Park Program - Prop 68	27-acre Park Development at Lakeridge	Status reports, reimbursement requests, Park Development	Mar-26	Ongoing	\$5,225,277	\$ 143,995.02	\$ -
CA Dept of Parks & Rec	Per Capita Grant - Prop 68	Lakeridge Park Development. Trails, play equipment, support amenities	Status reports, reimbursement requests, Park Amenities	Mar-26	Ongoing	\$177,952	\$ -	\$ -
CA Dept of Parks & Rec	Per Capita Grant - Prop 68	Minor enhancements for Noble Park	Reporting & minor park amenities	Mar-26	Ongoing	\$49,952	\$ 63.75	\$ -
NVCF, Butte Strong Fund	Community Development Projects	Funding to supplement trail planning efforts, botanical & archeological surveys and CEQA study, Support outreach efforts design, and potentially install pedestrian bridges for the trail, purchase additional signs, picnic tables.	Plans, signs, reporting, minor amenities	Jan-24	Ongoing	\$50,000	\$ -	\$ -
CA Dept of Parks & Rec	Per Capita Grant - Prop 68	Oak Creek Park development	Reporting, new park features	Mar-26	Ongoing	\$128,000	\$ 20,067.75	\$ -

Exhibit F: Awarded Grants List

Funding Agency	Name of Program	Description	Remaining Deliverables	Estimated Project Completion	Grant Status	Amount Awarded	Amount Expended	Amount reimbursed to date
FEMA/CalOES	BRIC	Use of parks and open space managed as wildfire risk reduction feasibility study	Feasibility study, reporting	Jan-25	Ongoing	\$200,000	\$ -	\$ -
CalRecycle	Beverage Container Recycling Grant Program	Funding for 60 dual-side loaded trash/recycling containers, installation materials/labor, administrative costs	Quarterly reports and final report and reimbursement request	Jun-23	Ongoing	\$250,000	\$ 246,030.43	\$ 179,207.53
GameTime	2019 Healthy Play Initiative	Matching playstructure installation (\$390 K requested	Playground installation	Dec-23	Ongoing	\$500,000	\$ -	\$ -
Butte Strong Fund	Healing Trauma Through Nature	Program Coordination	Final report	Mar-23	Ongoing	\$100,000	\$ 100,000.00	\$ 100,000.00
Sierra Nevada Conservancy	Strategic Land Conservation (Prop 68)	Acquisitions, Planning, and minor improvements	Plans, signs, reporting	Dec-22	Complete	\$220,700	\$ 218,877.32	\$ 14,710.69
CA Dept of Parks & Rec	RTTGP	20-mile loop trail from Lakeridge to Paradise Lake, Coutolenc, Magalia Reservoir	Trails, signs, reporting	Mar-24	Ongoing	\$507,392	\$ -	\$ -
CA Natural Resource Agency	Youth Community Action - Prop 64		Youth outdoor education, experiential learning field trips, reporting	Jun-24	Ongoing	\$ 299,592	0	0

Exhibit F: Awarded Grants List

Funding Agency	Name of Program	Description	Remaining Deliverables	Estimated Project Completion	Grant Status	Amount Awarded	Amount Expended	Amount reimbursed to date
CA Dept of Parks & Rec	Rural Recreation & Tourism Grant	Proposal to develop bike flow trails, pump track for tots and intermediate riders, high ropes course, native plant demonstration garden, additional parking	Trails, signs, ropes course, parking, native plant demonstration garden, bike pump track, bike flow trails, reporting	Jun-26	Ongoing	\$1,439,535	4923	
CA Dept of Parks & Rec	Recreational Trails Program (RTP) (NON MOTORIZED TRAILS)	Planning - Exploration for OHV Recreation Opportunities at Jordan Hill Road Park.	Feasibility study, reporting	Jan-25	Ongoing	220989	0	