

Paradise Recreation and Park District  
**Board of Directors Regular Meeting**  
Terry Ashe Recreation Center  
July 12, 2023

## MINUTES

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### 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), Mark Cobb (Park Supervisor), Jeff Dailey (Recreation Supervisor), Scott Amick (Recreation Supervisor), Catherine Merrifield (District Accountant), Sarah Hoffman (Board Clerk)

#### 1.3 WELCOME GUESTS:

Chairperson Rodowick welcomed guests.

Present: Jeff Carter (Carter Law)

Present via zoom: John Stonebraker

Due to technical difficulties, item 2 was moved to before item 1.4.

### 2. PUBLIC COMMENT:

Jeff Carter spoke of his retirement and thanked the District for trusting him with all our legal needs.

#### 1.4. SPECIAL PRESENTATION: Eddie Valadez (Recreation Leader III) Natural Resources Agency Elements Program 6 Month Report

After some technical difficulties, Recreation Leader III, Eddie Valadez presented an overview and upcoming events of the Elements Program, a relatively new program funded by the Youth Community Access Grant given by The State of California Natural Resources Agency. The Board followed up with

a series of questions for Recreation Leader III, Eddie Valadez about the recent retreat and overall program and recruitment. Recreation Supervisor Scott Amick also added feedback on the questions.

**3. CONSENT AGENDA:**

- 3.1. Board Minutes: Regular Meeting of June 14, 2023, and Special Meeting June 28, 2023**
- 3.2. Payment of Bills/Disbursements (Warrants and Checks Report)  
Check # 055570 – 55739 and ACHs.**
- 3.3. Information Items (Acceptance only):  
A. Safety Committee Meeting of June 23, 2023**

Chairperson Rodowick requested if anything from the Consent Agenda needed further discussion. Board Clerk Hoffman pulled Item 3.1.

Chairperson Rodowick then asked for a motion to approve Consent Agenda item 3.2 and 3.3.

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

Board Clerk Hoffman reviewed Item 3.1 and went through corrections she made to both sets of meeting minutes.

Chairperson Rodowick then asked if any members from the public or Board had any questions or comments. There were none so the Chairperson asked for a motion.

**MOTION:** Approve Agenda Items 3.1. **MADE BY:** Bellefeuille. **SECOND:** Anderson. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

**4. COMMITTEE REPORTS:** None

**5. OLD BUSINESS:**

- 5.1. Consideration of Medical Allowance Adjustment. – As part of the 2023 wage and salary negotiations, employees provided a number of items for BOD consideration. One of the items included consideration of an increase in the medical allowance provided for full-time employees. At the 6/28/23 Special Meeting, the BOD provided staff direction on the Medical Allowance issue and staff prepared this report in response. Recommendation: 1) Increase the District contribution to \$825 per month, 2) direct staff to explore other health benefit programs and 3) update Personnel Rule 21.**

District Manager Efseaff introduced the item and gave a brief explanation.

Personnel Committee Chairperson Bellefeuille discussed the thorough review of the IIPP document by the Personnel Committee.

Chairperson Rodowick asked for any questions or comments from the public or Board and seeing none, asked for a motion.

**MOTION:** Approve to increase the District contribution up to \$825 per month, direct staff to explore other health benefit programs, and update Personnel Rule 21. **MADE BY:** Rodowick. **SECOND:** Goodlin. **Roll Call Vote:** **AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

**5.2. Approval of Injury and Illness Prevention Plan (IIPP).** – The District proposes updates to the IIPP (last modified in 2009). The District will review sections with Staff at future safety meetings and will review the whole document on an annual or biannual basis. BOD members and Staff have received opportunities to review the current document. Even if there are suggested changes, Staff recommend adoption (an insurance requirement) as the document will be reviewed and subject to revisions on a more frequent basis than past practices. **Recommendation: Approve the updated Injury and Illness Prevention Program manual and approve Resolution #23-07-1-529**

District Manager Efseaff gave a brief explanation of the item and opened it for discussion.

There were questions asked about going over this manual section by section, if staff are asking for this to be adopted with the idea it will be worked on further, and if this item will be reviewed again.

Staff provided feedback to the questions.

Chairperson Rodowick then asked if any member from the public or Board had any questions or comments. There were none so the Chairperson asked for a motion.

**MOTION:** Approve the updated Injury and Illness Prevention Program manual and approve Resolution #23-07-1-529. **MADE BY:** Bellefeuille. **SECOND:** McGreehan. **Roll Call Vote:** **AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

## 6. NEW BUSINESS

**6.1. Approve Paradise Community Village Promissory Note Amendment** – In 2011, PRPD approved a Promissory note to support Paradise Community Village (PCV). The District loaned a total of \$300,322 in exchange for the development of recreational features and opportunities. The real estate crisis prompted the suspension of the development plans. Since then, the District has authorized a series of amendments for extensions. Staff proposes another extension (to 12/31/2025) with a 1-year extension. **Recommendation: Approve the amendment to extend the Promissory Note to December 31, 2025.**

District Manager Efseaff introduced and provided current status.

The Board took turns asking questions about the contract with PCV and where PCV is with the development plans. District Manager Efseaff provided feedback.

Chairperson Rodowick then asked if any member from the public or Board had any questions or comments. There were none, the Chairperson then asked for a motion.

**MOTION:** Approve the amendment to extend the Promissory Note to December 31, 2025. **MADE BY:** McGreehan. **SECOND:** Anderson. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

**6.2. Approve Paradise Unified School District 2023-2024 Swim Pool Usage Agreement – Staff requests an update to the long-standing Swim Pool Usage Agreement with Paradise Unified School District for 2023-2024. Recommendation: Approve the agreement as presented.**

District Manager Efseaff introduced the item and Recreation Supervisor Dailey provided additional information.

Recreation Supervisor Dailey explained the cost increase and the terms of the agreement. District Manager Efseaff made a comment about the new water heater and that it should help with costs.

The Board then asked questions about the actual hourly cost to use the pool, trading facility use, and made other suggestions on the agreement. Recreation Supervisor Dailey provided some feedback.

Chairperson Rodowick then asked if any member from the public or Board had any questions or comments. There were none so the Chairperson asked for a motion.

**MOTION:** Move to approve the agreement as presented. **MADE BY:** McGreehan. **SECOND:** Goodlin. **Roll Call Vote: AYES:** 5 (Rodowick, Anderson, Bellefeuille, McGreehan, and Goodlin.). **NOES:** 0. **ABSENT:** 0.

**7. REPORTS:**

**7.1 District Report:**

District Manager Efseaff went through some of the park and maintenance updates.

Board Clerk Hoffman provided updates on the front office and new staff training.

Recreation Supervisor Dailey reported on summer softball, the pool, and a fish plant that was done at the Aquatic Park pond. There were then questions asked about the pool attendance.

Recreation Supervisor Amick reported on the kayaking events and rentals and all the upcoming events.

Assistant District Manager Sweeney stated there would soon be a resolution coming for further Lakeridge funding and that she will be doing more outreach.

Secretary Bellefeuille then asked about the Bioreactor. Staff provided feedback.

Chairperson Rodowick then asked if any member from the public or Board had any questions or comments.

Citizen Stonebraker made a comment on public outreach for Lakeridge and how changes to the road system may improve access to the boat ramp on the North side of the lake.

District Accountant Merrifield gave a brief report on the closing of the fiscal year.

**7.2 Board Liaison Reports:**

- Chairperson Rodowick- Stated he may not be at the August meeting.
- Director McGreehan- Stated that the grand reopening of the Paradise High School improvements is finished and scheduled for August 9<sup>th</sup>. He suggested that the Board and staff try to attend the opening.

**8. CLOSED SESSION: None**

**9. BOARD COMMENT:**

- Chairperson Rodowick mentioned he may not be at the August 9<sup>th</sup> meeting.
- Secretary Bellefeuille commented on the Grand Opening of the Paradise Highschool remodel project on August 9.

**10. ADJOURNMENT:**

Chairperson Rodowick adjourned the meeting at 7:43 p.m. until the next Regular Board meeting, scheduled for August 9, 2023, at 6:00 p.m. at the Terry Ashe Recreation Center,



Steve Rodowick, Chairperson



Mary Bellefeuille, Secretary