

Paradise Recreation and Park District  
**Board of Directors Regular Meeting**  
Terry Ashe Recreation Center, Room B  
August 14, 2019

## MINUTES

The regular meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Mary Bellefeuille at 6:00 p.m.

### 1. CALL TO ORDER:

#### 1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

#### 1.2 ROLL CALL:

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

**ABSENT:** None

#### PRPD STAFF:

District Manager Dan Eiseff, Recreation Supervisor Jeff Dailey, District Accountant Catherine Merrifield, and Administrative Assistant II & Management Colleen Campbell.

#### 1.3 WELCOME GUESTS:

Chairperson Bellefeuille welcomed staff and guests, Chris Rauen, Park on the Green; Bryan Laws, Ridge Presbyterian Church; John Stonebraker, Upper Ridge Community Council; and Holly Pladson, Certified Public Accountant.

#### 1.4 SPECIAL PRESENTATIONS: None

### 2. PUBLIC COMMENT:

Chris Rauen from the Park on the Green organization requested to be heard by the Board. The Board concurred and welcomed Mr. Rauen to the floor for public comment.

Mr. Rauen requested that the PRPD Board of Directors consider developing the former 40-acre Paradise Pines Golf Course located on South Park Drive in Magalia into a community park and green space.

The Board had open discussion with Mr. Rauen concerning the need to have a funding mechanism such as an assessment district to provide funding for future development and maintenance. The Board also had open dialog with Mr. Rauen concerning the District's direction to develop Lakeridge Park that has been in the planning stages for many years.

The Board concurred that Mr. Rauen meet with staff to continue exploring the organization's vision.

### 3. PUBLIC HEARING – FINAL BUDGET

#### **Open Public Hearing**

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

#### **Public Hearing Procedures**

##### **a. Staff Report**

Referencing the written information presented to the Board, District Manager Efseaff summarized the following:

- The District has a fair amount of uncertainty post Camp Fire. The promise of a 3-year backfill on property tax revenue approved in the state budget will bridge the gap. The District will need to develop an analysis and plan for FY 2022-2023 that addresses the potential future shortfalls.
- The Camp Fire dramatically curtailed program income. Staff budgeted approximately half of the projected income from last year. This will be monitored closely during the year.
- Due to the unexpected increase in rebuilding, the District has seen a substantial increase in development impact fees. Staff assumed a mean estimate between last year's budget estimate and actuals. If building proceeds more rapidly, this will increase the funds available for new park acquisition and development.
- We set significant goals for increased donation and fundraising income.
- The most significant challenges in the next fiscal year will be the recovery from impacts of the Camp Fire. Development of alternative revenues and strategies will be critical for the long-term success of the District.

##### **b. Open Hearing to the Public (3 minutes maximum per speaker)**

Chairperson Bellefeuille opened the public hearing to the public for comments.

The Board recognized John Stonebraker from the Upper Ridge Community Council. Mr. Stonebraker stated his support for the development of the Paradise Pines Golf Course.

#### **Close Public Hearing**

Seeing and hearing no additional comments from the public. Chairperson Bellefeuille closed the public hearing and brought the item back to the Board for discussion.

##### **c. Board Discussion**

Seeing and hearing no Board discussion, Chairperson Bellefeuille directed the Board's attention to Public Hearing item 3.1 and stated she would entertain a motion.

- 3.1 Staff recommends the PRPD Board of Directors adopt Resolution #19-08-1-464 adopting the Fiscal Year 2019-2020 final budget for Fund 2510 in the amount of \$2,368,330.00; and funds as detailed in Exhibit B or postpone adopting the final budget until a later date.**

**MOTION:**

Director Van Roekel moved that the PRPD Board of Directors approve Resolution #19-08-1-464 adopting the Fiscal Year 2019-2020 final budget for Fund 2510 in the amount of \$2,368,330.00 and funds as detailed in Exhibit B as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

**ROLL CALL VOTE:**

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

- 3.2 Staff recommends the PRPD Board of Directors adopt Resolution #19-08-2-465 adopting Fiscal Year 2019-2020 PRPD General Reserves in the amount of \$630,000.00.**

**MOTION:**

Vice Chairperson McGreehan moved that the PRPD Board of Directors approve Resolution #19-08-2-465 adopting Fiscal Year 2019-2020 PRPD General Reserves in the amount of \$630,000.00 as presented. The motion was seconded by Director Rodowick and carried unanimously with 5 ayes.

**ROLL CALL VOTE:**

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

To accommodate guests in the audience the Board concurred to hear New Business 9.7 at this time.

**9. NEW BUSINESS**

**9.7 Ridge Presbyterian Church Facility Rental Request**

**The congregation is seeking approval on a long-term rental of the Terry Ashe Recreation Center as detailed in their correspondence dated July 31, 2019. Staff recommends a 3-month reservation and staff and applicant will work on a long-term agreement.**

Referencing the written information presented to the Board, District Manager Efseaff stated staff recommends the PRPD Board of Directors approve this 3-month reservation request with the caveat that the applicant will be notified of multi-day or community events in which case, the congregation will make alternate arrangements for their Sunday services and will be refunded any fees due. Staff and the applicant will work on a long-term agreement which will be presented to the Board for consideration and possible approval at a future meeting.

The Board welcomed Bryan Laws to the floor and had open dialog with Mr. Laws concerning his congregation's desire to pursue this reservation extension. Mr. Laws indicated the Ridge Presbyterian Church lost its facilities as a result of the Camp Fire and would like to be considered for an extended reservation every Sunday from approximately 9:30 a.m. to 1:00 p.m. The congregation agrees to find other accommodations when needed due to scheduled community events.

004636

Seeing no additional comments, Chairperson Bellefeuille thanked Mr. Laws for his comments and stated she would entertain a motion on this agenda item.

**MOTION:**

Director Rodowick moved that the PRPD Board of Directors approve a three-month extension from September to November 2019 and directed staff to work with representatives of the Presbyterian Church on a long-term agreement to be presented to the Board for consideration and possible approval at a future meeting. The motion was seconded by Vice Chairperson McGreehan and carried unanimously with 5 ayes.

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

NOES: None

ABSTENTIONS: None

ABSENT: None

**4. CONSENT AGENDA**

**4.1 Board Minutes:**

- a. Regular Meeting of July 10, 2019
- b. Special Meeting of July 10, 2019

**4.2 Correspondence: None**

**4.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #049713 to and including #049885 in the total amount of \$256,872.75 including reported refunds and void checks.**

**4.4 Information Items (Acceptance Only):**

- a. Draft Safety Committee Meeting Minutes of July 17, 2019
- b. Fixed Asset Equipment Deletion Request dated July 25, 2019

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

**MOTION:**

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

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

NOES: None

ABSTENTIONS: None

ABSENT: None

## 5. COMMITTEE REPORTS

### 5.1 Finance Standing Committee (Rodowick/Bellefeuille)

**The Committee met on August 1, 2019 with District Accountant Holly Pladson, CPA to review the 2017-2018 Draft Audit.**

Committee Member Rodowick provided an oral report supplementing the written report presented to the Board. He stated the Committee reviewed the 2017-2018 draft documents and had open dialog with District Auditor Pladson. The Committee recommended the 2017-2018 audit be finalized and presented to the full Board at the August 14, 2018 regularly scheduled Board meeting for possible acceptance.

The Board concurred to receive this report as presented.

The Board concurred to hear New Business, items 9.1 and 9.2 at this time.

## 9. NEW BUSINESS

### 9.1 2017-2018 Final Audit

**The Board will review the independent audit for fiscal year ending June 30, 2018 prepared by Holly Pladson, Certified Public Accountant.**

District Auditor Holly Pladson, CPA summarized the 2017-2018 District Audit. She stated she found some significant and control deficiencies during her audit. She confirmed these deficiencies are in the process of being corrected by staff.

Seeing and hearing no additional comments, Chairperson Bellefeuille stated she would entertain a motion on this item.

#### **MOTION:**

Vice Chairperson McGreehan moved that the PRPD Board of Directors accept the 2017-2018 District Audit prepared by Holly Pladson, CPA as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

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

NOES: None

ABSTENTIONS: None

ABSENT: None

### 9.2 Amendment to Audit Agreement for F/Y 2018-2019 and F/Y 2019-2020

**The Board will consider an amendment to the F/Y 2018-2019 and F/Y 2019-2020 audit agreement submitted by Holly Pladson, CPA originally approved by the Board of Directors on November 14, 2017.**

District Auditor Holly Pladson, CPA stated she expects additional time to complete the 2018-2019 and 2019-2020 audits and has adjusted her fees to reflect this.

District Manager Efseaff acknowledged the additional fees are significantly over the original quote but emphasized staff's desire to maintain continuity and recommend the District continue with Ms. Pladson's services for the next two fiscal years.

Seeing and hearing no additional comments, Chairperson Bellefeuille stated she would entertain a motion on this item.

**MOTION:**

Secretary Anderson moved that the PRPD Board of Directors accept the amended professional services proposal presented by Holly Pladson, CPA to complete the next two District audits for a price not to exceed \$22,500.00 for fiscal year ending June 30, 2019 and \$20,500.00 for fiscal year ending June 30, 2020. The motion was seconded by Secretary Director Van Roekel and carried unanimously with 5 ayes.

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

NOES: None

ABSTENTIONS: None

ABSENT: None

**6. DISTRICT MANAGER'S REPORT**

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

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

- The District in conjunction with Odyssey Teams completed a three-day adventure camp [Camp Courage] for 7<sup>th</sup> through 9<sup>th</sup> grades held at Spring Valley School with field trips to the Forebay Aquatic Center and the Ropes Course at Richardson Springs. The Camp was a huge success with 22 children attending. We hope to run other camps and programs with Odyssey in the future.
- The Paradise High School Swim Pool Usage Agreement will be presented to the Board in September for formal adoption.
- New classes beginning this fall include exercise and ballroom dancing.

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

Chairperson Bellefeuille directed the Board to a short recess at 7:20 p.m.

Chairperson Bellefeuille reconvened the public meeting at 7:27 p.m. and directed the Board's attention to Old Business. 8.1.

**7. CLOSED SESSION - None**

**8. OLD BUSINESS**

**8.1 Ice Rink Program Status – Oral Report**

Administrative Assistant Colleen Campbell reported that staff received the 2019-2020 Magic Ice Equipment Rental and Training Agreement from the vendor after the agenda was published and requested the Board receive this information due to its time sensitivity and to include this item for consideration and possible approval. The Board concurred with staff's request and was provided a copy of the Agreement for review.

District Manager Efseaff stated the Magic Ice Equipment Rental Agreement fee of \$84,000.00 and other agreement details were consistent with last year.

The Board had open discussion with staff concerning funding options to offset the District's expense to provide this program.

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

**MOTION:**

Vice Chairperson McGreehan moved that the PRPD Board of Directors approve the 2019-2020 Equipment Rental and Training Agreement with Magic Ice USA, Inc. in the amount of \$84,000.00 as presented and authorized the District Manager to sign the agreement on behalf of the District. The motion was seconded by Director Van Roekel and carried unanimously with 5 ayes.

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

NOES: None

ABSTENTIONS: None

ABSENT: None

**9. NEW BUSINESS**

**9.3 Resolution #19-08-3-466 Application for Statewide Park Development and Community Revitalization Program Grant Funds – Lakeridge Park**

**The Board will consider approving a resolution authorizing staff to submit an application for grant funds through the Statewide Park Development and Community Revitalization Program for Camp Fire Community Recovery – Lakeridge Park Development Project.**

Referencing the written Concept Level Site Plan included with the resolution, District Manager Efseaff commented that in light of the changes within the Magalia community due to the Camp Fire, the original conceptual plan for Lakeridge Park has evolved to include a full-service community nurturing facility as detailed in the resolution documents.

Further, District Manager Efseaff informed the Board there is a 6-month timeline and only a handful of cycles for this grant opportunity.

Chairperson Bellefeuille opened this item to the floor for comment. Citizen John Stonebraker questioned why there had been no development on the Lakeridge project. The Board informed Mr. Stonebraker this was due to lack of funding and staff was seeking grant funding sources for its projects.

Seeing no additional comments, Chairperson Bellefeuille brought the item back to the Board and stated she would entertain a motion on this agenda item.

**MOTION:**

Director Rodowick moved that the PRPD Board of Directors approve and adopt Resolution #19-08-3-466 as presented and authorized staff to submit the application for Statewide Park Development and Community Revitalization Program grant funds for Lakeridge Park. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

**ROLL CALL VOTE:**

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

ABSTENTIONS: None

ABSENT: None

**9.4 Resolution #19-08-4-467 Application for Proposition 68 Sierra Nevada Watershed Improvement Program Strategic Land Conservation Grant Program of 2019 under the Park and Water Bond Act of 2018 Grant Funds – Acquisition to expand and enhance Noble Park and Oak Creek Park.**

**The Board will consider approving a resolution authorizing staff to submit an application for grant funds through Proposition 68 Sierra Nevada Watershed Improvement Program Strategic Land Conservation Grant Program of 2019 under the Park and Water Bond Act of 2018 – Acquisition to expand and enhance Noble Park and Oak Creek Park.**

Referencing the written report presented to the Board, District Manager Efseaff stated that at the May 8, 2019 Board of Directors meeting, the Board provided support for a conceptual approach for additional acquisitions and to explore funding in support of acquisitions and associated studies. At that time the Board directed staff to continue the negotiations with the landowners, pursue funding for the acquisition, and tour the properties with the Recreation and Park Committee. The Committee toured the properties noted in the proposal on June 14, 2019 and indicated a favorable view of the potential acquisitions.

Staff submitted a pre-application in May and was later invited to submit a full proposal for consideration.

Requested grant amount is \$220,700.00 to expand and enhance Noble Park and Oak Creek Park.

Chairperson Bellefeuille opened this item to the floor for comment. Seeing and hearing none, Chairperson Bellefeuille stated she would entertain a motion on this item.

**MOTION:**

Vice Chairperson McGreehan moved that the PRPD Board of Directors approve and adopt Resolution #19-08-4-467 as presented and authorized staff to submit the application for the Proposition 68 Sierra Nevada Watershed Improvement Program Strategic Land Conservation Grant Program of 2019 under the Park and Water Bond Act of 2018 Grant Funds for acquisition to enhance Noble Park and Oaks Creek Park. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

**ROLL CALL VOTE:**

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

ABSTENTIONS: None

ABSENT: None

**9.5 Resolution #19-08-5-468 Application for Proposition 68 Sierra Nevada Watershed Improvement Program Strategic Land Conservation Grant Program of 2019 under the Park and Water Bond Act of 2018 Grant Funds – Acquisition Support for Park and Recreation Land Expansion Portfolio within the Footprint of the Camp Fire.**



**The Board will consider approving a resolution authorizing staff to submit an application for grant funds through Proposition 68 Sierra Nevada Watershed Improvement Program Strategic Land Conservation Grant Program of 2019 under the Park and Water Bond Act of 2018 – Acquisition support for park and recreation land expansion portfolio within the footprint of the Camp Fire.**

Referencing the written report presented to the Board, District Manager Efseaff stated that at the May 8, 2019 Board of Directors meeting, the Board provided support for a conceptual approach for additional acquisitions and to explore funding in support of acquisitions and associated studies. At that time the Board directed staff to continue the negotiations with the landowners, pursue funding for the acquisition, and tour the properties with the Recreation and Park Committee. This funding proposal would support future due diligence and exploration of properties.

Staff submitted a pre-application in May and was later invited to submit a full proposal for consideration. District Manager Efseaff also stated the Sierra Nevada Conservancy showed interest in funding a feasibility study.

Requested grant amount is \$75,000.00 acquisition support for park and recreation land expansion portfolio within the footprint of the Camp Fire.

Chairperson Bellefeuille opened this item to the floor for comment. Seeing and hearing none, Chairperson Bellefeuille stated she would entertain a motion on this item.

**MOTION:**

Director Van Roekel moved that the PRPD Board of Directors approve and adopt Resolution #19-08-5-468 as presented and authorized staff to submit the application for the Proposition 68 Sierra Nevada Watershed Improvement Program Strategic Land Conservation Grant Program of 2019 under the Park and Water Bond Act of 2018 Grant Funds for acquisition support for park and recreation land expansion portfolio within the footprint of the Camp Fire. The motion was seconded by Director Rodowick and carried unanimously with 5 ayes.

**ROLL CALL VOTE:**

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

ABSTENTIONS: None

ABSENT: None

**9.6 Scheduling of September 2019 Board Meeting**

**Due to scheduling conflicts with staff and the Board Chairperson, the Board will consider rescheduling the September 11, 2019 Board meeting to September 18, 2019.**

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

**MOTION:**

Chairperson Bellefeuille moved that the PRPD Board of Directors reschedule the September Board meeting to September 18, 2019 at 6:00 p.m. in Room B of the Terry Ashe Recreation Center. The motion was seconded by Vice Chairperson McGreehan and carried unanimously with 5 ayes.

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

NOES: None

ABSTENTIONS: None

ABSENT: None

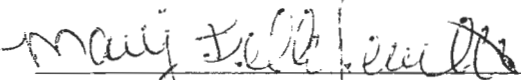
**10. BOARD COMMENT:**

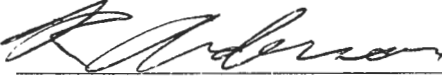
Steve Rodowick requested that staff add a "Cal Recycle Update" to the District Report.

Steve Rodowick also commented that prior to his retirement from the County of Butte he represented the County as a Board member of the California Product Stewardship Council, since his retirement he will transfer his representation to PRPD.

**11. ADJOURNMENT:**

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 8:35 p.m. by Chairperson Bellefeuille until the regular Board meeting scheduled on September 18, 2019 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center.(6626 Skyway, Paradise, California).

  
\_\_\_\_\_  
Mary Bellefeuille, Chairperson

  
\_\_\_\_\_  
Robert Anderson, Secretary