

Paradise Recreation and Park District
Board of Directors Regular Meeting
Terry Ashe Recreation Center, Room B
October 14, 2020

004737

MINUTES

Special Notice:

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Recreation and Park District will be closing the Board of Director's Meeting to members of the public and non-essential District staff.

The public may listen to this meeting via computer or telephone. The public may submit comments prior to the meeting via email to ccampbell@paradisepspd.com before 1:00 p.m. on the day of the meeting and they will be read into the record.

Please use the link to join the webinar: <https://us02web.zoom.us/j/84518561101?pwd=YlBnYlBpM0VMVj4vNzkyd2JXRHQzQT09>
Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma)
Meeting ID: 845 1856 1101 Password: 282411

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1. CALL TO ORDER:

The regular meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Al McGreehan at 6:05 p.m.

1.1 PLEDGE OF ALLEGIANCE:

Chairperson McGreehan led the Pledge of Allegiance.

1.2 ROLL CALL:

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

Present via tele-conference: None

PRPD STAFF:

Present: District Manager Dan Efseaff, Office Manager Colleen Campbell, and Recreation Supervisor Scott Amick.

Present via tele-conference: District Accountant Catherine Merrifield, Park Supervisor Mark Cobb, Recreation Supervisor Jeff Dailey, Sophia Munoz-Oliverez, and Assistant District Manager Kristi Sweeney

1.3 WELCOME GUESTS:

Chairperson McGreehan welcomed the following guests:

Present: John Stonebreaker, Citizen

Present via tele-conference: Scarlett Miller, Paradise Horsemen's Association

Staff informed the Board no comments were received via electronic mail by the 1:00 p.m. deadline on October 14, 2020.

To accommodate guests, the Board concurred to hear Public Comment, New Business 9.1 and New Business 9.2 at this time.

2. PUBLIC COMMENT:

Seeing and hearing no public comment, Chairperson McGreehan directed the Board's attention to New Business, item 9.1.

9. NEW BUSINESS:

9.1 Paradise Horsemen's Association Annual Report – Representatives of the Association will present an annual report on their organization as outlined in Section 7 of the 20-year PRPD/PHA Lease Agreement executed on October 10, 2006.

The Board welcomed Paradise Horsemen's Association President, Scarlett Miller via tele-conference and invited her to provide a summary of the report submitted to the Board.

Ms. Miller thanked the Paradise Recreation and Park District for their support and reported the Association is flourishing with increased memberships of 77 family memberships and 160 individual memberships. Further, she stated the Association has held only a few public events due to COVID-19 restrictions.

After a brief discussion, Chairperson McGreehan thanked Ms. Miller for the thorough report and great partnership between the two entities.

The Board of Directors concurred to receive this report as information only.

9.2 Paradise Community Village Promissory Note Extension Amendment – In anticipation of an expiring agreement (December 31, 2020), the Paradise Youth and Family Center (DBA Paradise Community Village) requested an extension of the note. Other partners on the property include the Town of Paradise, the Paradise Ridge Youth Soccer Club, and the Community Housing Improvement Program (CHIP). The District previously authorized two, two-year extensions.

District Manager Efsaef summarized the written report and supporting documents to the Board. He indicated the original terms of the agreement provided for no interest and were fully due and payable on the fifth anniversary of the effective date or August 22, 2016. Subsequently, the Board of Directors has approved two two-year extensions one in August of 2016 and again in July 2018. The current extension before the Board expires December 31, 2020. This extension was granted as the prospect of a lease with a charter school was well underway, but the Camp Fire abruptly halted those efforts.

After a brief discussion, Chairperson McGreehan suggested the Board continue this item to the November meeting since the parties representing the Paradise Community Village are not present to provide a report on their request for extension.

The Board of Directors concurred and Chairperson McGreehan stated he would entertain a motion.

MOTION:

Director Rodowick moved to table the Paradise Community Village promissory note extension request to the November 12, 2020 regularly scheduled Board meeting and directed staff to dialog with the Paradise Community Village representatives to establish what the future plans are to address this debt. The motion was seconded by Secretary Van Roekel and carried unanimously with 5 ayes.

ROLL CALL VOTE:

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

1.4 SPECIAL PRESENTATIONS:

- A. PRPD Recreation Supervisor Jeff Dailey will provide an overview of District Programming.

Recreation Supervisor Dailey provided an overview of the District's successful long-term programming options such as Adult Softball, Swim Lessons, and Pre-School Programs; and special events such as the Gold Nugget Craft Faire, the Fishing Derby and holiday traditions such as Halloween, and Santa's arrival.

He also commented on the District's ability to provide jobs and volunteer opportunities to our local youth throughout the years.

He also explained the challenges the District faced post Camp Fire with the loss of patrons on the ridge and now with COVID-19 restrictions to provide safe in-person programming, but stated staff is adapting with virtual on-line programming options to provide recreational opportunities to the community. Recreation Supervisor Dailey stated he is hopeful and excited with the new opportunities in the future.

The Board commended Recreation Supervisor Dailey on his presentation and also for providing amazing programming for the community.

3. CONSENT AGENDA**3.1 Board Minutes:**

- a. **Regular Meeting of September 23, 2020**

3.2 Correspondence: None

3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #051555 to and including #051651 in the total amount of \$296,716.55 including reported refunds and voided checks.

3.4 Information Items (Acceptance Only):

- a. **Safety Committee Meeting Draft Minutes of September 24, 2020**

Chairperson McGreehan asked if there were any comments from the public for the Board of Directors. Seeing and hearing none, Chairperson McGreehan stated he would entertain a motion.

MOTION:

Secretary Van Roekel moved to approve the Consent agenda as presented. The motion was seconded by Vice Chairperson Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

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

4. COMMITTEE REPORTS:**4.1 Finance Committee (McGreehan/Rodowick)**

The Committee met on September 10, 2020 to (1) Review Reserve for Board consideration; and (2) Review potential resolution and allocation of investment strategies to maintain District services. (Written Report)

The Board concurred to receive this report as presented.

4.2 Personnel Committee (Van Roekel/Bellefeuille)

The Committee met on September 22, 2020 to (1) Review revisions to job descriptions for Park Maintenance I, II, and III and Park Supervisor; and (2) Closed Session pursuant to California Government Code Section 54957, District Manager Evaluation and Employment Agreement. (Written Report)

The Board concurred to receive this report as presented.

4.3 Recreation and Park Committee (Rodowick/Anderson)

The Committee met on October 6, 2020 to (1) Continue discussion regarding potential installation of a pet memorial in a District park to honor domestic pets lost to the 2018 Camp Fire; and (2) At Board direction, review conceptual design options for Bille Park and Moore Road Park prepared by Melton Design Group. (Written)

After a brief discussion regarding including a revision to the restrooms at Moore Road Park in the conceptual design plan, the Board concurred to receive this report as presented.

Chairperson McGreehan asked if there were any public comment on the Committee Reports. Seeing and hearing none, Chairperson McGreehan directed the Board to New Business 9.3.

9. NEW BUSINESS**9.3 Resolution #20-10-1-487 Application for Statewide Park Development and Community Revitalization Program Grant Funds – Noble Park – The Board will consider approving a required resolution authorizing staff to apply for grant funds.**

Assistant District Manager Sweeney provided a brief oral report supplementing the written report presented to the Board. She indicated this resolution is to authorize staff to apply for the grant funds in this fourth and final round of funding.

The Board had open discussion with staff concerning the grant proposal, submitting support letters, timeline, and fiscal impact.

Chairperson McGreehan asked if there was any public comment. Citizen John Stonebreaker commented this was a good use of District funds.

Seeing and hearing to additional comments, Chairperson McGreehan stated he would entertain a motion on this agenda item.

MOTION:

Director Rodowick moved to approve Resolution #20-10-1-487 approving staff to submit the required resolution authorizing staff to apply for grant funds for Noble Park. The motion was seconded by Vice Chairperson Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

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

9.4 Resolution #20-10-2-488 Application for Statewide Park Development and Community Revitalization Program Grant Funds – Lakeridge Park – The Board will consider approving a required resolution authorizing staff to apply for grant funds.

The Board concurred this resolution was consistent with the previous one but for a different facility and no additional discussion was required.

Chairperson McGreehan asked if there was any public comment. Seeing and hearing none, Chairperson McGreehan stated he would entertain a motion on this agenda item.

MOTION:

Secretary Van Roekel moved to approve Resolution #20-10-2-488 approving staff to submit the required resolution authorizing staff to apply for grant funds for Lakeridge Park. The motion was seconded by Director Rodowick and carried unanimously with 5 ayes.

ROLL CALL VOTE:

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

9.5 CAPRI 2020 Election Ballot – The California Association for Park & Recreation Indemnity [CAPRI] is requesting the PRPD Board of Directors submit one ballot with up to two candidates selected. Deadline to submit ballot is November 2, 2020.

The Board had open discussion concerning each of the five candidates and concurred to vote for Mr. Holbrook and Mr. Wetter.

Chairperson McGreehan asked if there was any public comment. Seeing and hearing none, Chairperson McGreehan stated he would entertain a motion on this agenda item.

MOTION:

Chairperson McGreehan moved that the PRPD Board of Directors vote for Scott Holbrook from Auburn Area Recreation and Park District and Dean Wetter from Valley-Wide Recreation and Park District. The motion was seconded by Director Rodowick and carried unanimously with 5 ayes.

ROLL CALL VOTE:

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

5. COMMITTEE REPORTS:**5.1 District Report**

Various staff members provided oral reports summarizing the written information presented to the Board. After a brief discussion, the Board concurred to receive this report as presented.

5.2 Board Liaison Reports (Oral)

- Director Bellefeuille – Reported the Upper Ridge Community Council was recognized by the Butte County Board of Supervisors for their work in the Magalia area.
- Director Rodowick – None
- Director McGreehan – None
- Director Van Roekel – Reported the schools will begin modified in-person sessions beginning on October 19, 2020.
- Director Anderson – None

8. OLD BUSINESS**8.1 Introduction of Strategic Plan (Information Only) – Staff will introduce the draft strategic plan and mission statement, gather input from the Board and then present the final draft of the plan for approval at a future Board meeting.**

District Manager Efseaff summarized the written report presented to the Board stating staff was seeking comments on the draft document for future Board approval.

The Board concurred to establish a Strategic Plan Ad-hoc Committee (McGreehan/Bellefeuille) to work with staff on the draft document. Further, the Board concurred to submit their comments to staff no later than Friday, October 30, 2020.

Chairperson McGreehan directed the Board to a short recess at 8:15 p.m.

Chairperson McGreehan reconvened the public meeting at 8:20 p.m. and immediately directed the Board to Closed Session.

6. CLOSED SESSION**6.1 Pursuant to California Government Code Section 54957, District Manager Employment Agreement.**

7. REPORT ON CLOSED SESSION

Chairperson McGreehan reconvened the public meeting at 8:35 p.m. and reported that the Board received a full presentation from the Personnel Committee on the employment agreement and will address the related agenda item during Old Business 8.2.

8. OLD BUSINESS

8.2 District Manager Employment Agreement – The PRPD Board of Directors will review the District Manager employment agreement for consideration and possible approval.

The Board concurred that no additional discussion on the District Manager employment agreement was required and Chairperson McGreehan stated he would entertain a motion on this item.

MOTION:

Director Bellefeuille moved that the PRPD Board of Directors approve the District Manager employment agreement, effective July 1, 2020, as presented. The motion was seconded by Secretary Van Roekel and the motion was carried unanimously with 5 ayes.

ROLL CALL VOTE:

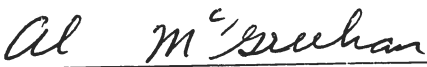
Chairperson Al McGreehan, aye; Vice Chairperson Robert Anderson, aye; Secretary Julie Van Roekel, aye; Director Steve Rodowick, aye; and Director Mary Bellefeuille, aye.

9. BOARD COMMENT:

Board members provided brief comments on updates with various bodies.

10. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 8:46 p.m. by Chairperson McGreehan until the next regular Board meeting scheduled on November 12, 2020 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center, (6626 Skyway, Paradise, California).



Al McGreehan, Chairperson



Julie Van Roekel, Secretary