



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room C
Wednesday, June 10, 2020, 6:00 pm

***Note this agenda has been revised to correct Zoom meeting URL**

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 June 10, 2020 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 info@paradisepprd.com before 10:00 a.m. on Thursday, June 4, 2020 and they will be read into the record.

Please use the link to join the webinar: <https://us02web.zoom.us/j/84518561101?pwd=YlBnYlBpM0VMVk4vNzkxd2JXRHQzQT09>
Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma)

Meeting ID: 845 1856 1101 Password: 282411

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Members of the public may comment on Agenda items at 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.

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll Call
- 1.3. Welcome Guests: None
- 1.4. Special Presentations: Charles Brooks of Rebuild Paradise will provide a brief overview of the Paradise Welcome Sign.

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes:
 - A. Regular Meeting Minutes of May 13, 2020
- 3.2. Correspondence: None
- 3.3. Payment of Bills/Disbursements (Warrants and Checks Report)
Check #051007 to and including #051088 in the total amount of \$92,503.24 including refunds and/or void checks reported.
- 3.4. Information Items (Acceptance only):
 - A. 2020 Paradise High School Draft Swim Pool Usage Agreement
 - B. Safety Committee Meeting Draft Minutes for May 21, 2020

4. COMMITTEE REPORTS

- 4.1 Recreation and Park Standing Committee (Rodowick/Anderson)
The Committee met on May 14, 2020 to (1) Complete inspection of key areas of the Paradise Lake facility; and (2) Discuss and potentially recommend special event rates for the Paradise Lake facility.

A written report of this meeting will be reviewed

- 4.2 Personnel Standing Committee (Van Roekel/Bellefeuille)
The Committee met on May 19, 2020 to review and discuss for full Board of Directors consideration and possible approval; (1) Revised Salary Scale Schedule; (2) Revised Job Descriptions for Administrative Assistant I, II, and III; (3) District Volunteer Guidebook; and (4) Nondiscrimination Notice Under the Americans With Disabilities Act.

A written report of this meeting will be reviewed

- 4.3 Finance Standing Committee (McGreehan/Rodowick)
The Committee met on May 21, 2020 to review and discuss for full Board of Directors consideration and possible approval; (1) 2020-2021 Draft Budget narrative; and (2) 2020-2021 Capital Improvement Project [CIP] worksheets.

A written report of this meeting will be reviewed

- 4.4 Personnel Standing Committee (Van Roekel/Bellefeuille)
The Committee met on June 4, 2020 to review and discuss for full Board of Directors consideration and possible approval; (1) Revised Salary Scale Schedule; and met in Closed Session pursuant to California Government Code Section 54957 concerning the District Manager Evaluation and Employment Agreement.

Committee Members will provide an oral report

5. **REPORT**

- 5.1. District Report
5.2. Board Liaison Reports (Oral Reports)

6. **CLOSED SESSION** –

- 6.1 Pursuant to California Government Code Section 54957.6, employee salary and benefit negotiations.
6.2 Pursuant to California Government Code Section 54957, District Manager Evaluation and Employment Agreement.

7. **REPORT ON CLOSED SESSION**

8. **OLD BUSINESS**

- 8.1. Approve 2020-2021 Paradise Lake Fee Schedule – Staff recommends the PRPD Board of Directors approve the 2020-2021 Paradise Lake Fee Schedule, effective June 1, 2020

Recommendation: Adopt the proposed Paradise Lake Fee Structure as presented

9. **NEW BUSINESS**

- 9.1. Approve 2020-2021 Preliminary Budget and Set Public Hearing Date – The PRPD Board of Directors will consider adopting the 2020-2021 Preliminary Budget as presented in the Notice of Public Hearing and set a public hearing date for July 8, 2020 during the regularly scheduled Board meeting at which time the adoption of the final budget for 2020-2021 may follow the public hearing

Recommendation: Approve the 2020-2021 Preliminary Budget and set a Public Hearing Date for July 8, 2020.

- 9.2. Resolution #20-06-1-481 – Appropriation Limit – The PRPD Board of Directors will consider adopting Resolution #20-06-1-481 setting the District Appropriation Limit at \$2,391,164.21 for Fiscal Year 2020-2021 as presented.

Recommendation: Approve resolution as presented.

- 9.3. Revised Job Descriptions – Staff presents the revised Administrative Assistant I, II, III Job Descriptions for Board review and adoption.

Recommendation: Adopt the Administrative Assistant I, II and III job description as presented.

- 9.4. Moore Road Lighting Project – Staff is seeking BOD approval to initiate a Request for Proposal [RFP] for lighting upgrade on the small ballfield at Moore Road Ballpark.

Recommendation: Authorize the District Manager to initiate an RFP for lighting upgrade at Moore Road Ballpark.

- 9.5. 2020-2021 Salary and Benefit Negotiations – The PRPD Board of Directors will provide a response and possible action concerning the Employee Salary and Benefit Negotiations for Fiscal Year 2020-2021. Depending on Personnel Committee recommendations at the June 4, 2020 meeting, this item may be addressed as part of budget action.

Recommendation: Possible Action

- 9.6. District Manager Evaluation and Employment Amendment – The PRPD Board of Directors will conduct an evaluation of the District Manager and amendment of the Employment Agreement.

Recommendation: Complete the District Manager annual performance evaluation and approve amendment to the employment agreement.

8 BOARD COMMENT

9 ADJOURNMENT

Adjourn to the next regular meeting on July 8, 2020 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@paradisepspd.com at least 48 hours in advance of the meeting.