Paradise Recreation and Park District

# Board of Directors Regular Meeting

Terry Ashe Recreation Center, Room B

October 9, 2019

## MINUTES

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

**1. CALL TO ORDER:**

**1.1 PLEDGE OF ALLEGIANCE:**

Vice Chairperson McGreehan led the Pledge of Allegiance.

**1.2 ROLL CALL:**

Present: Vice Chairperson Al McGreehan, Secretary Robert Anderson, and Director Steve Rodowick

**ABSENT:** Chairperson Mary Bellefeuille and Director Julie Van Roekel

District Manager Efseaff stated these absences were excused.

Vice Chairperson McGreehan stated that with three Board members present a quorum has been established and the meeting would continue.

**PRPD STAFF:**

District Manager Dan Efseaff, Recreation Supervisor Jeff Dailey, Park Supervisor Mark Cobb, Administrative Assistant I Lorrennis Leeds, Marketing Coordinator Gayle Jaarsma, and Administrative Assistant II & Management Colleen Campbell.

**1.3 WELCOME GUESTS:**

Vice Chairperson McGreehan welcomed guests, Larry and Toni, McDowell; and Paradise Horsemen’s Association members Tammy Elam, Penny Vaughn, and Paul and Judy Orlando.

**1.4 SPECIAL PRESENTATIONS:**

The Board of Directors recognized Park Maintenance II Larry McDowell on his retirement from the District by presenting Mr. Dowell with a plaque for his sixteen years of service to the District. Vice Chairperson McGreehan presented Mr. McDowell with a resolution which was read into the record as follows:

**RESOLUTION #19-09-1-469**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PARADISE**

**RECREATION AND PARK DISTRICT RECOGNIZING LARRY McDOWELL FOR**

**16 YEARS OF SERVICE TO THE DISTRICT**

**WHEREAS**, Larry McDowell has been employed by the Paradise Recreation and Park District for sixteen years as a Recreation Professional; and

**WHEREAS**, the Board of Directors of the Paradise Recreation and Park District would like to recognize Larry McDowell for his outstanding service in providing maintenance services to the staff and patrons of our District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Paradise Recreation and Park District recognizes Larry McDowell for his sixteen years of outstanding service as a Recreation Professional in providing maintenance services to the staff and patrons in our District.

**PASSED AND ADOPTED** by the Board of Directors of the Paradise Recreation and Park District on the 18th day of September 2019.

Mr. McDowell thanked the Board for recognizing his tenure at the Paradise Recreation and Park District.

**2. PUBLIC COMMENT:**

Seeing and hearing none, Vice Chairperson McGreehan directed the Board’s attention to the Consent Agenda.

**3. CONSENT AGENDA**

**3.1 Board Minutes:**

**a. Regular Meeting of September 18, 2019**

**3.2 Correspondence: None**

**3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #050028 to and including #050130 in the total amount of $216,256.33 including reported refunds and void checks.**

**3.4 Information Items (Acceptance Only): None**

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

**MOTION:**

Director Rodowick moved that the PRPD Board of Directors approve the Consent Agenda as presented. The motion was seconded by Secretary Anderson and carried with 3 ayes and 2 absent.

AYES: McGreehan, Anderson, and Rodowick

NOES: None

ABSTENTIONS: None

ABSENT: Bellefeuille, Van Roekel

**4. COMMITTEE REPORTS: None**

To accommodate guests in the audience, the Board concurred to hear New Business at this time. Vice Chairperson McGreehan directed the Board’s attention to New Business, item 9.1.

**8. OLD BUSINESS: None**

**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 Paradise Recreation and Park District/Paradise Horsemen’s Association Lease Agreement executed on October 10, 2006.**

Association representative Judy Orlando summarized the written report presented to the Board. She reported that the Association is still a flourishing, active club with 118 members and a well-attended, successful grand re-opening event on September 29, 2019.

Ms. Orlando stated the organization is in year 13 of a 20-year lease with the District and requested the Board consider an additional 20-year extension due to the time and money the Association has invested in rebuilding and replacing their destroyed equipment and improving the District’s property after the Camp Fire.

The Board thanked Ms. Orlando for her report and concurred to receive this report as information only.

**9.2 NorthStar Engineering Master Services Agreement for Professional Services.**

**Staff is seeking approval of a master services agreement for professional services with North Star Engineering to provide designs for parks, engineer’s estimates, and other professional services. These services will support insurance claims, proposals, and future construction.**

District Manager summarized the written report presented to the Board. He stated over the next few years, the District anticipates the need for engineering and other services to provide designs for parks, engineer’s estimates, and other services. These professional services will support insurance claims, proposals, and construction. The District has entered into verbal or written agreements as projects or needs arise; however, given the volume and future anticipated needs, staff is seeking umbrella or master services agreements with approved organizations. Each professional service request will have a scope of work and cost estimate associated with the project. Further, he stated he also anticipates a refreshing of our approved vendors list in the next fiscal year. The current list will expire November 2021.

The Board had open discussion with staff concerning extending the time frame which currently indicates 1.5 years. Further, the Board requested a typographical correction in the first sentence of the first paragraph on page 6. Correcting “contact” to read “contract.”

Seeing no further discussion, Vice Chairperson McGreehan stated he would entertain a motion.

**MOTION:**

Director Rodowick moved that the PRPD Board of Directors approve the NorthStar Engineering Master Services Agreement for Professional Services as amended. The motion was seconded by Secretary Anderson and carried with 3 ayes and 2 absent.

AYES: McGreehan, Anderson, and Rodowick

NOES: None

ABSTENTIONS: None

ABSENT: Bellefeuille, Van Roekel

**5. REPORTS**

**5.1 District Report**

District Manager Efseaff provided a brief summary as follows:

* Staff will be announcing the new Assistant District Manager in the near future.
* The District continues to utilize the services of Alliance for Workforce Development to provide additional administrative assistant support. This service has been very beneficial for the District’s maintenance department as well.
* The District received half of the funding for the Healing Trauma Through Nature grant. The District will hire a Recreation Program Specialist as a part-time position to administer the grant and assist the District on other assignments.
* The District has been notified it was chosen to receive the CPRS/Gametime Grant. This is a 50% grant match to purchase play structures.
* District Manager Efseaff reported he is working on a trails grant to develop a trail from the Lakeridge property to Paradise Lake.
* Updates on Project Development including grant opportunities including the Forest Conservation Grant, the Nature Conservancy, and CalOES Pre-Disaster Grant Notice of Intent.

**5.2 Ice Rink Update (Gayle Jaarsma/Lorrennis Leeds oral reports)**

* Staff has been hired for the ice rink.
* Approximately $20-K promised in sponsorships to date.

**5.3 LAFCO Update (Al McGreehan)**

* Director McGreehan’s alternate member status has been changed to permanent and he will attend monthly meetings representing PRPD as a regular non-enterprise member until May 31, 2021. The monthly meetings are held the first Thursday of the month.

Vice Chairperson McGreehan requested a short recess at 7:10 p.m. and the Board concurred.

Vice Chairperson McGreehan reconvened the public meeting at 7:21 p.m. and directed the Board’s attention to Closed Session.

**6. CLOSED SESSION:**

**6.1 Pursuant to California Government Code Section 54956.9 – Conference with legal counsel – Potential Litigation. Litigation – Action vs. PG&E for Camp Fire Losses.**

The public meeting was reconvened at 7:26 p.m.

**7. REPORT ON CLOSED SESSION AND ANY ACTION TAKEN BY BOARD IN CLOSED
 SESSION.**

Vice Chairperson McGreehan reported that staff provided an update to the Board of Directors and no action was taken.

**10. BOARD COMMENT:**

Al McGreehan reported he will be attending a CARPD State Board meeting in the coming weeks and will provide an oral report at the November meeting.

Robert Anderson reported the Concow area is doing well.

Steve Rodowick asked if the stumps from the recent salvage logging operation will be removed at Lakeridge. District Manager Efseaff stated the stumps will remain in place to minimize erosion issues. Further, District Manager Efseaff stated the property will be reforested and he will be involved in the coordination along with the Paradise Irrigation District and the Butte County Fire Safe Council.

**11. ADJOURNMENT:**

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 7:30 p.m. by Vice Chairperson McGreehan until the regular Board meeting scheduled on November 13, 2019 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center,(6626 Skyway, Paradise, California).

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