



**Paradise Recreation and Park District  
Board of Directors - Regular Meeting**  
Terry Ashe Recreation Center, Room B  
Wednesday, April 08, 2026, 6:00 pm

Members of the public may submit comments prior to the meeting via email to [BODclerk@paradisepspd.com](mailto:BODclerk@paradisepspd.com) before 1:00 p.m. on the day of the meeting or they may comment on Agenda items on during 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. The public may access this meeting remotely:  
Web Access: <https://us02web.zoom.us/j/84518561101?pwd=TXRZdUNPTk5MNFM1SWdvdzlmZENUQT09>  
Telephone Access: **Dial:** +1 669 900 9128. **Meeting ID:** 845 1856 1101 **Password:** 6626

**1. CALL TO ORDER**

- 1.1. Pledge of Allegiance
- 1.2. Roll Call
- 1.3. Welcome Guests:
- 1.4. Special Presentations: Kelly Munson ( ELEMENTS)

**2. PUBLIC COMMENT**

**3. CONSENT AGENDA**

- 3.1. Board Minutes: Regular Meeting (March 11, 2026)
- 3.2. California Association of Park and Recreation Districts (CARPD) Nomination (Resolution # 26-04-1-557) – CARPD recently provided a slate of candidates for nomination to their Board. Director Al McGreehan is willing to continue as the Chief Financial Officer for the CARPD Board. CARPD requires that candidacy is accompanied by a District resolution in support of his candidacy.  
**Recommendation:** Approve Resolution #26-04-1-557.
- 3.3. Beneficial Fire Service Agreement- The Vegetation Management Program (VMP) is a cost-sharing program that reduce wildland fire fuel hazards within State Responsibility Area (SRA) lands. When approved as a VMP project, CAL FIRE assumes the liability for conducting the prescribed burn. Recently, CALFIRE approached the District about fuels treatment at the District's property near Nance Canyon / 0 Indian Springs Road, Paradise, CA 95969 (APN 055-540-015-000). The Agreement is undergoing legal review. **Recommendation:** Authorize the District Manager to Sign the Agreement.
- 3.4. Butte Office of Education (BCOE) - Healing Trauma Through Nature (HTTN) Agreement - The District with funding from BCOE will provide a series of Social Emotional Wellness field trip experiences to students through the District's HTTN program. These experiences support students through nature-centered learning opportunities. The District will provide services up to \$11,500 (a total of 23 field trips at \$500 per trip). **Recommendation:** Authorize the District Manager to Finalize the Agreement.
- 3.5. Tri-Counties Bank Checking Account for Health Reimbursement Account (HRA) Benefit. – The Staff recommends opening a new Tri- Counties Bank account to pay the monthly ISolved bill associated with the District's HRA benefit. This allows for easier tracking of funds. **Recommendation** Authorize the District Manager to open a checking account with Tri Counties Bank with the District Manager Dan Efseaff and Assistant District Manager Kristi Sweeney as signatories.
- 3.6. Butte County Collaborative Group (BCCG) Memorandum of Understanding (MOU). – The BCCG provides a mechanism to form strategic partnerships for effective collaboration among partners engaged in forest health, ecological restoration, and wildfire safety. Signing onto the MOU will allow for the District to have a vote on future actions. **Recommendation:** Authorize the Board Chair to sign the MOU and name the District Manager as the Voting Representative.

- 3.7. Community Development Block Grant (CDBG) Agreement with Irayz Movement (Vendor) – Staff seek an agreement with Vendor to lead mixed-level yoga classes at no cost to seniors using CDBG funds. The agreement will not exceed \$7,150. **Recommendations:** *Authorize the District Manager to finalize the agreement with Vendor.*
- 3.8. Payment of Bills/Disbursements (Warrants and Checks Report)  
Check # 060256 - 060342 and ACHs
- 3.9. Information Items (Acceptance only):
  - A. Safety Committee Meeting of March 19,2026

#### 4. **COMMITTEE REPORTS**

- 4.1. Recreation and Park Committee
- 4.2. Finance Committee

#### 5. **OLD BUSINESS**

- 5.1. Accept Request for Bid (RFB) Responses - Paradise Pool Repair and Resurfacing. – The Board approved the resolution at the March 11, 2026 meeting to recommend adoption of a resolution to 1) Authorize the District Manager to proceed to seek bids for the Paradise Pool Resurfacing (Project) under District bylaws, Purchase Procedure Policy (Section 24) and 2) Finds that the Project is exempt as a repair to an existing facility (Cal. Code Regs.Title 14, § 15301). **Recommendation:** *Accept low bid and authorize District Manager to complete agreement and related construction documents with the contractor.*
- 5.2. Review 2026 Strategic Plan. – In April 2024, The Board Approved an Updated Strategic plan for the District. As part of the approach, the District plans an annual review of the Workplan goals (Attachment A). This report is part of that annual review process. **Recommendation:** *Approve the updated workplan.*

#### 6. **NEW BUSINESS:** NONE

#### 7. **REPORT**

- 7.1. Neighbor-to-Neighbor Update (oral)
- 7.2. District Report

#### 8. **BOARD COMMENT**

#### 9. **ADJOURNMENT**

Adjourn to the next regular meeting on 5/13/2026 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@paradisepd.com](mailto:info@paradisepd.com) at least 48 hours in advance of the meeting.

#### **This institution is an equal opportunity provider and employer.**

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

005091

Paradise Recreation and Park District  
**Board of Directors Regular Meeting**  
 Terry Ashe Recreation Center  
 March 11, 2026

**MINUTES**

---

**1. CALL TO ORDER:**

Chairperson McGreehan called the Regular Meeting of the Paradise Recreation and Park District Board of Directors to order at 2:00 p.m.

**1.1 PLEDGE OF ALLEGIANCE:**

Chairperson McGreehan led the Pledge of Allegiance.

**1.2 ROLL CALL:**

Present: Al McGreehan (Chairperson), Steve Rodowick (Vice-Chairperson), Joleen Levey (Secretary), John Stonebraker (Director).

Absent: Robert Anderson (Director).

**PRPD STAFF:**

Present: Dan Efseaff (District Manager), Kristi Sweeney (Assistant District Manager), Sarah Hoffman (Board Clerk), Jeff Dailey (Recreation Supervisor), Scott Amick (Recreation Supervisor), Catherine Merrifield (District Accountant), Connor Finnigan (Recreation Coordinator), Sunny Quigley (Administrative Assistant II).

**1.3 WELCOME GUESTS:**

Chairperson McGreehan welcomed guests.

Present: Chris Rauen

**2. PUBLIC COMMENT:** None

**3. CONSENT AGENDA:**

**3.1. Board Minutes: Regular Meeting (February 11, 2026)**

**3.2. Payment of Bills/Disbursements (Warrants and Checks Report)**

**Check # 060112 - 060255 and ACHs**

**3.3. Checking Account for Heath Reimbursement Account (HRA).** – Staff proposes to open a new checking account, at Tri Counties Bank, to service the District’s Health Reimbursement Account (HRA). **Recommendation: Authorize the District Manager to open a checking account with Tri Counties Bank.**

**3.4. Paradise Community Center (PCC)- Agreement with Heating, Ventilation, and Air Conditioning (HVAC) Vendor.** – The District proposes hiring Jesse Heating & Air (Vendor) for a one-year services contract. At the end of the term, the District will evaluate the services and will continue if it proves to be cost effective or decline it, if staff is able to provide equivalent services

005092

at lower costs. **Recommendation: Approve a one-year maintenance agreement with vendor and authorize the District Manager to continue services if cost-effective.**

**3.5. Lakeridge Park: Temporary Power Access Agreement.** – The Community Housing Improvement Program (CHIP, Applicant) and their contractor (Sunseri Construction, Inc) have approached the District to allow for the use of the District’s power service for construction. As part of the District’s upcoming construction efforts, the District secured a temporary electric power service agreement with PG&E for park development. The District’s legal counsel has reviewed the agreement. **Recommendation: Authorize District Manager to finalize the agreement with Applicant.**

**3.6. Information Items (Acceptance only):**

- A. Safety Committee Meeting (January 27, 2026)
- B. Safety Committee Meeting (February 19, 2026)

**MOTION:** Approve Consent Agenda items 3.2, 3.3, 3.5, and 3.6. **MADE BY:** Rodowick. **SECOND:** Levey. **Roll Call Vote: AYES:** 4 (McGreehan, Rodowick, Levey, Stonebraker). **NOES:** 0. **ABSENT:**1 (Anderson).

#### **Items pulled from Consent Agenda (3.1 and 3.4)**

**3.1. Board Minutes: Special Meeting Minutes of February 11, 2026**

Board Clerk Hoffman identified corrections to the minutes.

**MOTION:** Approve the Meeting Minutes of March 11, 2026 with noted changes. **MADE BY:** Rodowick. **SECOND:** Levey. **Roll Call Vote: AYES:** 4 (McGreehan, Rodowick, Levey, Stonebraker). **NOES:** 0. **ABSENT:**1 (Anderson).

**3.4 Paradise Community Center (PCC) - Agreement with Heating, Ventilation, and Air Conditioning (HVAC) Vendor.**

**MOTION:** Approve a one-year maintenance agreement with vendor and authorize the District Manager to continue services if cost-effective. **MADE BY:** Rodowick. **SECOND:** Levey. **Roll Call Vote: AYES:** 4 (McGreehan, Rodowick, Levey, Stonebraker). **NOES:** 0. **ABSENT:**1 (Anderson).

**4. COMMITTEE REPORTS:** None

**5. OLD BUSINESS:** None

**6. NEW BUSINESS**

**6.1. Authorize Request for Bid (RFB) - Paradise Pool Repair and Resurfacing.** – Staff recommends adoption of a resolution to 1) Authorize the District Manager to proceed to seek bids for the Paradise Pool Resurfacing (Project) under District bylaws, Purchase Procedure Policy (Section 24) and 2) Finds that the Project is exempt as a repair to an existing facility (Cal. Code Regs. Title 14, § 15301). **Recommendation: Adopt Resolution #26-03-1-555.**

005093

**MOTION:** Adopt Resolution #26-03-1-555. **MADE BY:** Rodowick. **SECOND:** Stonebraker. **Roll Call Vote:** **AYES:** 4 (McGreehan, Rodowick, Levey, Stonebraker). **NOES:** 0. **ABSENT:**1 (Anderson).

**6.2. Lakeridge Park: Land Lease with Community Housing Improvement Program, Inc. (CHIP)**

- District Staff have identified that a portion of the CHIP property that could provide house recreational features and benefit the planned park development and the multi-family housing project at Lakeridge. While there are further technical questions to work out (septic footprint, utilities, grading, timing, etc.), CHIP appears agreeable to this concept for a long-term agreement. To allow the District to move forward with the park design, staff seeks authority to complete a lease agreement. The District's legal counsel provided a basic agreement and CHIP is reviewing it. **Recommendation: Authorize the District Manager to finalize the agreement.**

**MOTION:** Authorize the District Manager to finalize the agreement with changed APN's. **MADE BY:** Stonebraker. **SECOND:** Rodowick. **Roll Call Vote:** **AYES:**4 (McGreehan, Rodowick, Levey, Stonebraker). **NOES:** 0. **ABSENT:**1 (Anderson)

**7. REPORTS**

**7.1. Recreation Evaluation**

There was board concurrence to move item 7.2 to after Closed Session.

A Director requested a 10-minute recess and the Board concurred. The meeting recessed at 2:53 PM and returned at 3:04 PM.

The Board Chairperson called the meeting into closed session at 3:04 PM.

**8. CLOSED SESSION**

**8.1. The Board will meet in Closed Session pursuant to California Government Code Section 54956.9(d)(4) - Anticipated Litigation.**

The meeting came out of closed session at 3:44 PM.

Board Chairperson McGreehan stated that there was discussion on possible litigation and then gave staff direction with Board concurrence.

**7.2. District Report**

**8. BOARD COMMENT:**

There were comments from Vice-Chairperson Rodowick, Secretary Levey, Director Stonebraker and Chairperson McGreehan.

**9. ADJOURNMENT:**

Chairperson McGreehan adjourned the meeting at 4:19 PM until the next Regular Board meeting, scheduled for April 8, 2026, at 6:00 p.m. at the Terry Ashe Recreation Center.

**005094**

---

Al McGreehan, Chairperson

---

Joleen Levey, Secretary



## Paradise Recreation & Park District

6626 Skyway  
Paradise, CA 95969  
Email: [info@ParadisePRPD.com](mailto:info@ParadisePRPD.com)

Phone: 530-872-6393  
Fax: 530-872-8619  
Website: [www.ParadisePRPD.com](http://www.ParadisePRPD.com)

---

### RESOLUTION #26-04-1-557

#### **RESOLUTION OF THE PARADISE RECREATION AND PARK DISTRICT BOARD OF DIRECTORS NOMINATING AL MCGREEHAN AS A CANDIDATE TO SERVE AS A CHIEF FINANCIAL OFFICER OF THE CALIFORNIA ASSOCIATION OF RECREATION AND PARK DISTRICTS [CARPD] BOARD OF DIRECTORS**

**WHEREAS**, the Paradise Recreation and Park District Board of Directors would like to nominate Al McGreehan as a candidate to serve as a Chief Financial Officer of the Board of Directors of the California Association of Recreation and Park Districts [CARPD]; and

**WHEREAS**, if selected, understand that the term of office is two years and that there will be approximately six meetings per year; and

**WHEREAS**, understand that CARPD will cover cost related travel and meals related to CARPD meetings; and

**WHEREAS**, the Paradise Recreation and Park District Board of Directors desires that Al McGreehan be approved as a representative of the Paradise Recreation and Park District on the CARPD Board of Directors.

**NOW, THEREFORE BE IT RESOLVED** that the Paradise Recreation and Park District Board of Directors:

1. Desires that Al McGreehan is hereby approved as a representative of the Paradise Recreation and Park District on the California Association of Recreation and Park District's [CARPD] Board of Directors; and
2. Nominates Al McGreehan as a candidate to serve as a Chief Financial Officer of the Board of Directors of CARPD, and that the term of office is two years and that there is approximately six meetings per year, and that CARPD will cover the cost for travel and meals relating to CARPD meetings.

Resolution #26-04-1-557

April 8, 2026

Page 2

**APPROVED AND ADOPTED** by the Paradise Recreation and Park District Board of Directors on the 8<sup>th</sup> day of April 2026 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

\_\_\_\_\_  
Al McGreehan, Chairperson

\_\_\_\_\_  
Jolene Levey, Secretary

# Staff Report

April 8, 2026



DATE: 3/25/2026  
 TO: Board of Directors (BOD)  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: Beneficial Fire Service Agreement - Nance Canyon / 0 Indian Springs Road, Paradise, CA 95969 (APN 055-540-015-000)

## Report in Brief

The Vegetation Management Program (VMP) is a cost-sharing program that focuses on the use of prescribed fire, and mechanical means, to reduce wildland fire fuel hazards within State Responsibility Area (SRA) lands. Landowners may choose to apply for participation in the Vegetation Management Program. The Unit VMP Coordinator will make the determination as to the suitability of a project for funding through the Vegetation Management Program. When approved as a VMP project, CAL FIRE assumes the liability for conducting the prescribed burn. More information may be found at: <https://www.fire.ca.gov/what-we-do/natural-resource-management/vegetation-management-program>.

Recently, CALFIRE approached the District about fuels treatment at the District's property near Nance Canyon / 0 Indian Springs Road, Paradise, CA 95969 (APN 055-540-015-000). CALFIRE accepts liability for the project and will conduct the work with minimal costs to the District. The program provides the Until the District acquired the property, CALFIRE was unable to enroll the property in any fuel reduction programs with the previous landowner. The Beneficial Fire Standard Agreement is attached (Attachment A) and is undergoing legal review.

**Recommendation:** *Authorize the District Manager to sign the agreement.*

## Attachments:

- A. Beneficial Fire Standard Agreement, (Agreement # Rx-North-066-BTU.207)

[https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/BOD.Beneficial.Fire.Agreement.Report\\_26.0325.docx](https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/BOD.Beneficial.Fire.Agreement.Report_26.0325.docx)  
 3/30/2026

AGREEMENT NUMBER <b>Rx-North-066-BTU.207</b>
REGISTRATION NUMBER

1. This Agreement is entered between the State Agency and Cooperator named below:

STATE AGENCY'S NAME  
**The California Department of Forestry and Fire Protection**

COOPERATOR'S NAME  
**Paradise Recreation & Park District**

2 The term of this Agreement is: through **Ten years from CALFIRE signature (12/19/2023)**

3. The maximum of this Agreement is: **\$ 0.00**

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Contact Information	1	page(s)
Exhibit B – Terms and Conditions	4	page(s)
Exhibit C – Project Plan, Description, and Specifications	36	page(s)
Exhibit D – Environmental Documentation	30	page(s)
Exhibit E – Liability Matrix (optional if not used)	0	page(s)

**COOPERATOR**

COOPERATOR'S NAME  
**Paradise Recreation & Park District**

BY (Authorized Signature)  DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING  
**Dan Efseaff - District Manager**

ADDRESS  
**6626 Skyway  
Paradise CA 95969**

**STATE OF CALIFORNIA**

AGENCY NAME  
**The California Department of Forestry and Fire Protection**

BY (Authorized Signature)  DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING  
**George Morris III - Region Chief**

ADDRESS  
**6105 Airport Road  
Redding, CA 96002**

**EXHIBIT A**  
**(Beneficial Fire Standard Agreement – RM 75)**

**CONTACT INFORMATION**

1. Cooperator and State Agency agree to provide labor, equipment, or services as described in the Prescribed Burn Plan attached as part of Exhibit C – Project Plan, Description and Specification.
2. The services shall be performed at the location identified in the Prescribed Burn Plan attached as part of Exhibit C – Project Plan, Description and Specification.
3. The services shall be provided at such times as are mutually agreeable to Cooperator and State Agency, subject to the operational needs of State Agency and compliance with all federal, state, or local restrictions as to the timing of the conduct of the work.
4. The project representatives during the term of this agreement will be:

State Agency: CAL FIRE	Cooperator: Paradise Recreation & Park District
Name: Matthew Brady, Vegetation Management Battalion Chief	Name: Dan Efseaff - District Manager
Phone: (530) 616 - 7352	Phone: (530) 872 - 6393
Email address: matthew.brady@fire.ca.gov	Email address: defseaff@paradisepprd.com

Direct all inquiries to:

State Agency: CAL FIRE	Cooperator: Paradise Recreation & Park District
Section/Unit: Butte Unit	Section/Unit: District Manager
Attention: Project Manager for CAL FIRE	Attention: Dan Efseaff
Address: 176 Nelson Ave., Oroville, CA 95965	Address: 6626 Skyway Paradise CA 95969
Phone: (530) 538 - 7111	Phone: (530) 872 - 6393
Email address: garrett.sjolund@fire.ca.gov	Email address: defseaff@paradisepprd.com

5. A detailed description of work to be performed and the duties of all parties is contained in the Exhibit C – Project Plan, Description and Specification which the Prescribed Burn Plan may be incorporated into the Exhibit C.

Name of Project: South Paradise VMP  
Agreement number: Rx-North-066-BTU.207

**EXHIBIT B**  
**(Beneficial Fire Standard Agreement - RM 75)**

TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties. Cooperator may not commence performance until such approval has been obtained.

2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by both parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.

3. ASSIGNMENT: This Agreement is not assignable by either party without the consent of the other party in the form of a formal written amendment.

4. INCIDENT COMMANDER/FIRE BOSS: The Unit Chief which approves the Prescribed Burn Plan for this project will designate an Incident Commander (IC). The Unit Chief will designate an officer of the department or a burn boss certified pursuant to Public Resources Code (PRC) Section 4477 as the burn boss with final authority to approve and amend the plan and formula applicable to a prescribed burning operation, to determine that the site has been prepared and the crew and equipment are ready to commence the operation, and to supervise the work assignments of departmental employees and all personnel furnished by the person contracting with the department until the prescribed burning is completed and all fire is declared to be out. The Unit Chief for this project is:

Garrett Sjolund

(Name)

5. OWNERSHIP AND OPERATION. Cooperator represents and warrants that it is the sole owner of, or otherwise holds all necessary rights to control and permit access to, the Property for purposes of this Agreement. Cooperator will operate, manage, and maintain the Property in a reasonably prudent manner and in accordance with applicable laws and regulations throughout the term of this Agreement. Upon the State’s notification to the Cooperator that a beneficial fire executed pursuant to this Agreement is controlled and contained, Cooperator shall assume all responsibility and liability for the condition, operation, and use of the Property.

6. AUDIT: Cooperator agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Cooperator agrees to maintain such records for possible audit for a minimum of three (3) years after completion of the Prescribed Burn Plan, unless a longer period of records retention is stipulated. Cooperator agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Cooperator agrees to include a similar right of the State to audit records and interview

staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).

7. INDEMNIFICATION:

- a. State’s Indemnification Obligations: State Agency agrees to defend and indemnify the Cooperator as allowed by Public Resources Code section 4476, as follows:
  - i. State will defend Cooperator against any claim, demand, government investigation, or legal proceeding made or brought by a third party against Cooperator to the extent arising out of the State’s performance of this Agreement.
  - ii. State will indemnify Cooperator against all amounts to the third party making a claim, demand, government investigation, or legal proceeding against Cooperator, and all penalties, fines, and third-party costs (including legal fees) paid by the Cooperator arising out of or relating to any claim, demand, government investigation, or legal proceeding made or brought by a third party to the extent it arises out of the State’s performance of this Agreement.
  - iii. The State’s obligation to defend and indemnify the Cooperator pursuant to this section shall not extend to any claim arising after the State’s notification to the Cooperator that a beneficial fire executed pursuant to this Agreement is controlled and contained.
- b. Cooperator’s Indemnification Obligations: Because CAL FIRE may not own or control the lands on which this Agreement takes place, Cooperator agrees to defend and indemnify the State as follows:
  - i. Defend the State against any claim, demand, government investigation, or legal proceeding made or brought by a third party against the State to the extent it arises out of or relates to any breach of this Agreement by Cooperator or the negligence or willful misconduct of Cooperator.
  - ii. Indemnify the State against all amounts awarded to the third party making a claim, demand, government investigation, or legal proceeding against the State, and all penalties, fines, and third-party costs (including legal fees) paid by the State arising out of or relating to any claim, demand, government investigation, or legal proceeding made or brought by a third party to the extent it arises out of or relates to any breach of this Agreement by Cooperator or the negligence or willful misconduct of Cooperator.

8. TERMINATION: Either party may cancel this Agreement thirty days (30) days after providing written notice to the other party, provided that if Cooperator cancels this Agreement pursuant to this section, Cooperator shall be liable to the State for all planning and site preparation costs incurred by the State prior to termination of the Agreement by Cooperator.

9. BUDGET CONTINGENCY CLAUSE: It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to furnish any other considerations under this Agreement and Cooperator shall not be obligated to perform any provisions of this Agreement.

10. INDEPENDENT CONTRACTOR: Cooperator, and the agents and employees of Cooperator, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

11. POTENTIAL SUBCONTRACTORS: Nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Cooperator of his responsibilities and obligations hereunder. The Cooperator agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Cooperator. The Cooperator's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Cooperator. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

12. REQUIRED CERTIFICATION OF STATE: The State certifies that the Project contemplated by this Agreement, when successfully completed, will accomplish a purpose enumerated in PRC 4475 and that the State has determined that the anticipated public benefit from the proposed project will exceed the foreseeable damage that could result from the Project.

13. WORKERS COMPENSATION: All personnel similarly provided by the Cooperator shall be agents of the Cooperator for purposes of Worker's Compensation. Cooperator shall indemnify the State and hold harmless for any claims from the above agents. The State is likewise responsible for its equipment and personnel.

14. EQUIPMENT: Any equipment used and maintained for the project by the Cooperator is the responsibility of the Cooperator.

15. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Cooperator and its subcontractors shall not deny the agreement's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Cooperator shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Cooperator and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Cooperator shall permit

access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Cooperator and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.) Cooperator shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

16. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 04/2017 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

17. GOVERNING LAW: This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.

18. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Agreement Cooperator made a commitment to achieve small business participation, then Cooperator must within 60 days of receiving final payment under this Agreement (or within such other time period as may be specified elsewhere in this Agreement) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Agreement Cooperator made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Cooperator must within 60 days of receiving final payment under this Agreement (or within such other time period as may be specified elsewhere in this Agreement) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Agreement; (2) the name and address of the DVBE(s) that participated in the performance of the Agreement; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Agreement have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER: If this Agreement involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

# Staff Report

April 8, 2026



DATE: 3/30/2026  
 TO: Board of Directors  
 FROM: Scott Amick, Recreation Supervisor  
 Dan Efseaff, District Manager  
 SUBJECT: Butte County Office of Education Field Trip Series Contract Renewal

## Summary

The District with funding from BCOE will provide a series of Social Emotional Wellness field trip experiences to students through the District's HTTN program. These experiences support students through nature-centered learning opportunities. The District will provide services up to \$11,500 (a total of 23 field trips at \$500 per trip).

**Recommendation:** *Authorize the District Manager to Finalize the Agreement.*

### 1. Background

The District continues its **Healing Trauma Through Nature (HTTN)** initiative as part of a broader effort to provide meaningful outdoor recreation experiences that support youth mental health, resilience, and connection to the natural environment. Through this agreement, the **Butte County Office of Education** has contracted with PRPD to provide a **Social Emotional Wellness Field Trip Series** designed for students attending alternative and community school programs. The participating schools include:

- Butte County Community School
- Hearthstone School
- Mesa Vista School

PRPD recreation staff facilitates twelve experiential field trips under the program, mostly at Paradise Lake. Educators on these field trips have expressed strong interest in expanding the menu of opportunities and may allow the District to introduce students and educators to other venues (new acquisitions or other properties).

### 2. Fiscal Impact

The agreement provides a not to exceed budget of \$11,500 (a total of 23 field trips at \$500 per trip). As a recurring program, the curriculum for each site has been established in previous 5 years, minimizing staff prep time. Staff and transportation expenses are also covered by the per trip price, including vehicle depreciation.

Beyond staff time, the most significant expense is admission to the Terrain Park Climbing Center, which may be eliminated in future years with the completion of the Bille Park Ropes Course.

### 3. Discussion

The HTTN program allows students participating in alternative and community school programs to benefit from experiential learning that allow them to reconnect with nature, build confidence, and develop social-emotional skills outside of traditional classroom settings. These youth populations may otherwise have limited access to these experiences. The program provides an opportunity to activate District sites for unique educational experiences and may allow the District staff to use partner facilities for education programming tied to the region's history, landscape, and natural resources. The Draft Independent Contractor (Attachment A) agreement will be subject to legal review.

## Attachments:

- A. Draft BCOE Independent Contractor Agreement

[https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/BOD.Report.BCOE HTTN Field Trip Series Recommendation.26.3.6.docx](https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/BOD.Report.BCOE HTTN Field Trip Series Recommendation.26.3.6.docx)  
 3/30/2026

**INDEPENDENT CONTRACTOR AGREEMENT FOR  
NON-CONSTRUCTION SERVICES  
(Social Emotional Wellness Field Trip Series Fall '25)**

This Independent Contractor Agreement ("Agreement") is made as of September 18, 2025, between the **Butte County Office of Education** ("BCOE") and Paradise Recreation and Park District ("Contractor"). The BCOE and Contractor may collectively be referred to as the "Parties" or individually as a "Party."

WHEREAS, the BCOE is authorized by California Government Code section 53060 to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if those persons are specially trained and experienced and competent to perform the special services required.

WHEREAS, the BCOE is authorized by California Public Contract Code section 20111 to contract with and employ any persons for the furnishing of non-construction services if the contract amount is no greater than the annually adjusted statutory limit, which is **\$119,100 in 2026**.

WHEREAS, the BCOE is in need of those services and/or advice.

WHEREAS, the Contractor is specially trained and experienced and competent to perform the services required by the BCOE, and those services are needed on a limited basis as set forth in this Agreement.

NOW, THEREFORE, the Parties agree as follows:

- 1. Services.** The Contractor shall furnish to the BCOE Social Emotional Wellness Field Trip Series for Fall 2025 and Spring 2026, as described in **EXHIBIT "A,"** attached hereto and incorporated herein by this reference ("Services").
- 2. Term.** Contractor shall commence providing Services under this Agreement on September 18, 2025, and shall continue through June 30, 2026 ("Term"), unless this Agreement is terminated or otherwise cancelled prior to that time.
- 3. Validity of Agreement.** This Agreement shall not be a valid contract until it is executed by both Parties, and approved or ratified by the BCOE's Superintendent. Services shall not be rendered until Agreement is approved by the BCOE's Superintendent. Should Contractor begin performing Services in advance of receiving notice that this Agreement is approved, any Services so performed in advance of the Superintendent's approval date will be provided at the Contractor's risk.
- 4. Compensation.** BCOE compensation to the Consultant shall be as set forth in EXHIBIT "B" as the proposed fee for Services, but in no event shall total fees, costs, and expenses exceed Eleven Thousand Five Hundred Dollars (**\$11,500**), without the express approval of the BCOE's governing board.
- 5. Equipment and Materials.** Contractor shall furnish, at his/her own expense, all tools, labor, materials, equipment, supplies, transportation services, and any other items (collectively, "Equipment") necessary to complete the Services in a manner which is consistent with generally accepted standards of the profession for similar Services. Notwithstanding the foregoing, BCOE shall not be responsible for any damages to persons

or property as a result of the use, misuse or failure of any Equipment used by Contractor or the Contractor's agents, personnel, employee(s), and/or subcontractor(s) ("Contractor Parties"), even if such Equipment is furnished, rented or loaned to Contractor or Contractor Parties by the BCOE. All original curricular materials provided in conjunction with Contractor's Services must be authorized for use by the BCOE only and remain exclusively the intellectual property of the authors.

- 6. Independent Contractor.** The Parties agree that the Contractor is an independent contractor or business entity that is: (i) free from the control and direction of the BCOE in connection with the performance of the Services, (ii) performing Services that are outside the usual course of the BCOE's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, BCOE being interested only in the results obtained. Contractor understands and agrees that he/she and all of his/her employees shall not be considered officers, employees, agents, partner, or joint venture of the BCOE, and are not entitled to benefits of any kind or nature normally provided to employees of the BCOE and/or to which BCOE's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees.
- 7. Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which Services are actually being performed pursuant to this Agreement.
- 8. Certifications, Permits, and Licenses.** Contractor represents and warrants to BCOE that Contractor and all of the Contractor Parties have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other legal qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement.
- 9. Standard of Care.** Contractor represents that Contractor has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of the BCOE. If any of the Services are performed by any of the Contractor Parties, such work shall only be performed by competent personnel under the supervision of and in the employment of Contractor. Contractor's Services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession for Services to California school districts.
- 10. Safety and Security.** Contractor is responsible for maintaining safety in the performance of this Agreement. Contractor shall be responsible to ascertain from the BCOE the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.
- 11. Work Product.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of the BCOE and cannot be used without the BCOE's express written permission. BCOE shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the BCOE.

**12. Confidentiality.** The Contractor and all Contractor Parties shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

**13. Audit.** Contractor shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Contractor transacted under this Agreement. Contractor shall retain these books, records, and systems of account during the Term of this Agreement and for three (3) years thereafter. Contractor shall permit the BCOE, its agents, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the BCOE shall give reasonable prior notice to Contractor and shall conduct audit(s) during Contractor's normal business hours, unless Contractor otherwise consents.

**14. Termination.**

**14.1. With Cause by BCOE.** BCOE may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

- 14.1.1.** material violation of this Agreement by the Contractor; or
- 14.1.2.** any act by Contractor exposing the BCOE to liability to others for personal injury or property damage; or
- 14.1.3.** Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency.

Written notice by BCOE shall contain the reasons for such intention to terminate, and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the BCOE may secure the required Services from another contractor. If the expense, fees, and costs to the BCOE exceed the cost of providing the Services pursuant to this Agreement, the Contractor shall immediately pay the excess expense, fees, and/or costs to the BCOE upon the receipt of the BCOE's notice of these expenses, fees, and/or costs. The foregoing provisions are in addition to, and not a limitation of, any other rights or remedies available to the BCOE.

**14.2 Without Cause by BCOE.** BCOE may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for Services satisfactorily rendered to the date of termination. Written notice by BCOE shall be sufficient to stop further performance of Services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three (3) days after the day of mailing, whichever is sooner. In the event that BCOE terminates this Agreement pursuant to this section, BCOE shall compensate Contractor for Services completed to date.

**14.3** Upon termination, Contractor shall provide the BCOE with all documents produced, maintained or collected by Contractor pursuant to this Agreement, whether or not such documents are final or draft documents.

**15. Indemnification.** To the furthest extent permitted by California law, Contractor shall, at its sole expense, indemnify, and hold harmless the BCOE, the State of California, the Board of Trustees, and their agents, representatives, officers, contractors, employees, trustees, and volunteers (the "BCOE Parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and contractors and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Contractor under or in conjunction with this Agreement, unless the Claims are caused wholly by the sole negligence or willful misconduct of the BCOE Parties. Contractor shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Contractor's own expense, from any and all Claim(s) and allegations relating thereto with counsel approved by BCOE where such approval is not to be unreasonably withheld.

**16. Insurance.** The Contractor shall procure and maintain at all times it performs any portion of the Services the following insurance:

**16.1. General Liability.** One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) general aggregate for bodily injury, personal injury and property damage in the form of Comprehensive General Liability and Contractual Liability.

**16.2. Automobile Liability Insurance.** One Million Dollars (\$1,000,000) per occurrence and One Million Dollars (\$1,000,000) general aggregate for automobile liability insurance that shall protect the Contractor and the BCOE from all claims of bodily injury, property damage, personal injury, death, and medical payments arising out of performing any portion of the Services by Contractor.

**16.3. Workers' Compensation and Employers' Liability Insurance.** For all of the Contractor Parties who are subject to this Agreement and to the extent required by the applicable state or federal law, Contractor shall keep in full force and effect, a Workers' Compensation policy. That policy shall provide employers' liability coverage with minimum liability coverage of One Million Dollars (\$1,000,000) per accident for bodily injury or disease. Contractor shall provide an endorsement that the insurer waives the right of subrogation against the BCOE and its respective elected officials, officers, employees, agents, representatives, contractors, trustees, and volunteers.

**16.4.**  [REQUIRED IF BOX CHECKED] **Professional Liability Insurance.** One Million Dollars (\$1,000,000) for professional liability insurance as appropriate to Contractor's profession, coverage to continue through the Term plus two (2) years thereafter.

**16.5.**  [REQUIRED IF BOX CHECKED] **Abuse and Molestation Insurance.** One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) general aggregate that shall protect the Contractor and the BCOE from all claims of bodily injury (including emotional distress), personal injury, or advertising injury

because of sexual abuse, molestation, or exploitation arising out of negligent hiring, training, and supervising practices by Contractor.

**16.6. Other Insurance Provisions:**

**16.6.1.** The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

**16.6.1.1.** The BCOE, its representatives, contractors, trustees, officers, officials, employees, agents, and volunteers ("Additional Insureds") are to be covered as Additional Insureds as respects liability arising out of activities performed by or on behalf of the Contractor; instruments of service and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insureds.

**16.6.1.2.** The Contractor's insurance coverage shall be primary insurance as respects the Additional Insureds. Any insurance or self-insurance maintained by the Additional Insureds shall be in excess of the Contractor's insurance and shall not contribute with it.

**16.6.1.3.** Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the Additional Insureds.

**16.6.2.** The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

**16.6.3.** Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the BCOE.

**16.6.4.** Contractor shall furnish the BCOE with certificates of insurance showing maintenance of the required insurance coverage and original endorsements affecting general liability and automobile liability coverage. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the BCOE before Services commence.

**16.7. Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the BCOE.

**17. Limitation of BCOE Liability.** Other than as provided in this Agreement, BCOE's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall BCOE be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including,

but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

**18. Compliance with Laws; Effect of Noncompliance.** Contractor shall observe and comply with all rules and regulations of the Superintendent of the BCOE and all federal, state, and local laws, ordinances and regulations. Contractor shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Contractor observes that any of the Services required by this Agreement are at variance with any laws, ordinance, rules or regulations, Contractor shall notify the BCOE, in writing, and, at the sole option of the BCOE, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Contractor's receipt of a written termination notice from the BCOE. If Contractor performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying the BCOE of the violation, Contractor shall bear all costs arising therefrom.

**18.1. LABOR CODE REQUIREMENTS:** Contractor shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 – 5, including, without limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the BCOE.

**19. Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification **must** be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services. If BCOE has determined that fingerprinting is not applicable to this Agreement, Contractor expressly acknowledges that the following conditions shall apply to any work performed by Contractor and/or Contractor Parties on a school site:

**19.1.** All site visits shall be arranged through the BCOE;

**19.2.** Contractor and Contractor Parties shall inform BCOE of their proposed activities and location at the school site, allowing BCOE time to arrange site visits without a disruption to the educational process;

**19.3.** Contractor and/or Contractor Parties shall check in with the school office each day immediately upon arriving at the school site;

**19.4.** Once at such location, Contractor and Contractor Parties shall not change locations without contacting the BCOE;

**19.5.** Contractor and Contractor Parties shall not use student restroom facilities; and

**19.6.** If Contractor and Contractor Parties find themselves alone with a student, Contractor and Contractor Parties shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

**20. Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile or electronic transmission, addressed as follows:

**If to BCOE**

Butte County Office of Education  
 ATTN: Michelle Zevely  
 1859 Bird Street  
 Oroville, CA 95965  
 EMAIL: [mzevely@bcoe.org](mailto:mzevely@bcoe.org)

**If to Contractor**

Name: Paradise Recreation and Park  
 District  
 ATTN: Daniel Efseaff  
 ADDRESS: 6626 Skyway, Paradise, CA  
 95969  
 EMAIL: [defseaff@paradisepd.com](mailto:defseaff@paradisepd.com)

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail. All notices must be accompanied by a courtesy copy sent via email.

- 21. Assignment.** The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.
- 22. No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- 23. Integration; Entire Agreement of Parties; Amendments.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 24. Governing Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County, California.
- 25. Disputes.** In the event of a dispute between the Parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the Parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Contractor agrees it will neither rescind the Agreement nor stop the performance of the Services, but will allow determination by the court of the State of California, Butte County, having competent jurisdiction of the dispute. Disputes may be determined by mediation, if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other Party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other Party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the Contractor shall comply with all claim presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the Contractor's right to bring a civil action against the BCOE. For purposes of those provisions, the running of the time within which a claim must be presented to the BCOE shall be tolled from the time the Contractor submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.
- 26. Attorney Fees; Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each Party shall bear its own litigation and collection expenses, witness fees, court costs, and attorney's fees.

- 27. Waiver.** The waiver by either Party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 28. Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
- 29. Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
- 30. Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated below.

BCOE:

CONTRACTOR:

Dated: \_\_\_\_\_, 2026

Dated: \_\_\_\_\_, 2026

**Butte County Office of Education**

**Paradise Park and Recreation District**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

Mary Sakuma

Daniel Efseaff

PRINT NAME

PRINT NAME

Superintendent

District Manager, PRPD

PRINT TITLE

PRINT TITLE

**Information regarding Contractor:**

License No.: EIN-94-6003009

**94-6003009:**

Employer Identification and/or Social Security Number

Address: 6626 Skyway, Paradise, CA 95969

Telephone: (530) 872-6393

E-Mail: samick@paradisepspd.com

Contractor's state of residence: CA

States in which Contractor is licensed to do business: \_\_\_\_\_

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: \_\_\_\_\_

Limited Liability Company

Other: Government Entity: Special District, a Subdivision of the State of California

**NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the BCOE requires the Contractor to furnish the information requested in this section.**

**EXHIBIT "A"**

Paradise Recreation and Park District will furnish to the BCOE a Social Emotional Wellness Field Trip series x23 experiences for the following schools:

- Butte County Community School
- Hearthstone School
- Mesa Vista School

BCOE staff **will be present at all times** at each field trip/experience.

DRAFT

**EXHIBIT "B"**

Paradise Recreation and Park District will furnish a Social Emotional Wellness Field Trip Series for **Fall 2025** x12 experiences for the following schools at \$500 per experience for a total of \$6,000:

- Butte County Community School
- Hearthstone School
- Mesa Vista School

Paradise Recreation and Park District will furnish a Social Emotional Wellness Field Trip Series for **Spring 2026** x11 experiences for the following schools at \$500 per experience for a total of \$5,500:

- Butte County Community School
- Hearthstone School
- Mesa Vista School

Paradise Recreation and Park District will invoice BCOE after Fall 2025 services have been rendered for a total of \$6,000 and after Spring 2026 services have been rendered for a total of \$5,500.

Total for this contract not to exceed: \$11,500

DRAFT

DRAFT

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code section 3700, in relevant part, provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state; and/or
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Agreement.

Date: \_\_\_\_\_

Proper Name of Contractor: Paradise Recreation and Park District

Signature: \_\_\_\_\_

Print Name: Daniel Efseaff

Title: District Manager

(In accordance with Labor Code sections 1860 and 1861, the above certificate must be signed and filed with the awarding body prior to performing any Work under this Agreement.)

END OF DOCUMENT

**TUBERCULOSIS CLEARANCE**

The undersigned does hereby certify to the Superintendent of the BCOE as follows:

I am a representative of the Contractor currently entering into this Agreement with the BCOE and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor. Contractor’s responsibility for tuberculosis (“TB”) clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with BCOE pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- The Contractor ensures that any person providing any portion of the Services with **more than limited contact** with BCOE students (as determined by the BCOE) has, at no cost to the BCOE, completed a TB risk assessment within the past sixty (60) days, and, if risk factors are identified, has received a TB test in compliance with the requirements of Education Code section 49406. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with BCOE pupils during the course and scope of the Agreement is attached hereto; and/or
- Contractor shall **only have limited or no contact** (as determined by BCOE) with BCOE students at all times during the Term of this Agreement.

Date: \_\_\_\_\_

Name of Contractor: Dan Efseaff

Representative’s Name and Title: District Manager

Signature: \_\_\_\_\_

END OF DOCUMENT

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

Contractor and the Contractor’s agents, personnel, employee(s), and/or subcontractor(s) (“Contractor Parties”) shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code (“Education Code”) section 45125.1. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to BCOE the following:

A.  Contractor and the Contractor Parties, if any, shall **only have limited or no contact** with BCOE students (as determined by BCOE) at all times during the Term of this Agreement.

*As an authorized BCOE official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the BCOE.*

Date: \_\_\_\_\_

BCOE Representative’s Name and Title: Michelle Zevely, Deputy Superintendent

BCOE Representative’s Signature: \_\_\_\_\_

B.  The following Contractor Parties have **more than limited contact** with BCOE students (as determined by BCOE) during the Term of this Agreement:

\_\_\_\_\_  
\_\_\_\_\_.

[Attach and sign additional pages, as needed.]

If Contractor is not a Sole Proprietor, all of the Contractor Parties noted above, at no cost to BCOE, have completed background checks and have been fingerprinted under procedures established by the California Department of Justice (“DOJ”) and the Federal Bureau of Investigation (“FBI”), and the results of those background checks and fingerprints reveal that none of these Contractor Parties have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code; **OR**

If Contractor is a Sole Proprietor, all of the Contractor Parties noted above have agreed to allow the BCOE to process and submit background checks and fingerprinting, as required by Education Code section 42125.1(k), under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints must reveal that Contractor and none of the Contractor Parties, if any, have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

*As an authorized BCOE official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the BCOE.*

Date: \_\_\_\_\_

BCOE Representative’s Name and Title: \_\_\_\_\_

BCOE Representative’s Signature: \_\_\_\_\_

No Services shall commence until such determinations by DOJ and FBI has been made.

Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information, including additional personnel, which differs in any way from the representations set forth above, Contractor shall

immediately notify BCOE and prohibit any new personnel from having any contact with BCOE students until the fingerprinting and background check requirements have been satisfied and BCOE determines whether any such contact is permissible.

Contractor’s responsibility for background clearance extends to all of its agents, personnel, employee(s), and/or subcontractor(s), and employees of Contractor Parties coming into contact with BCOE pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the BCOE; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: \_\_\_\_\_

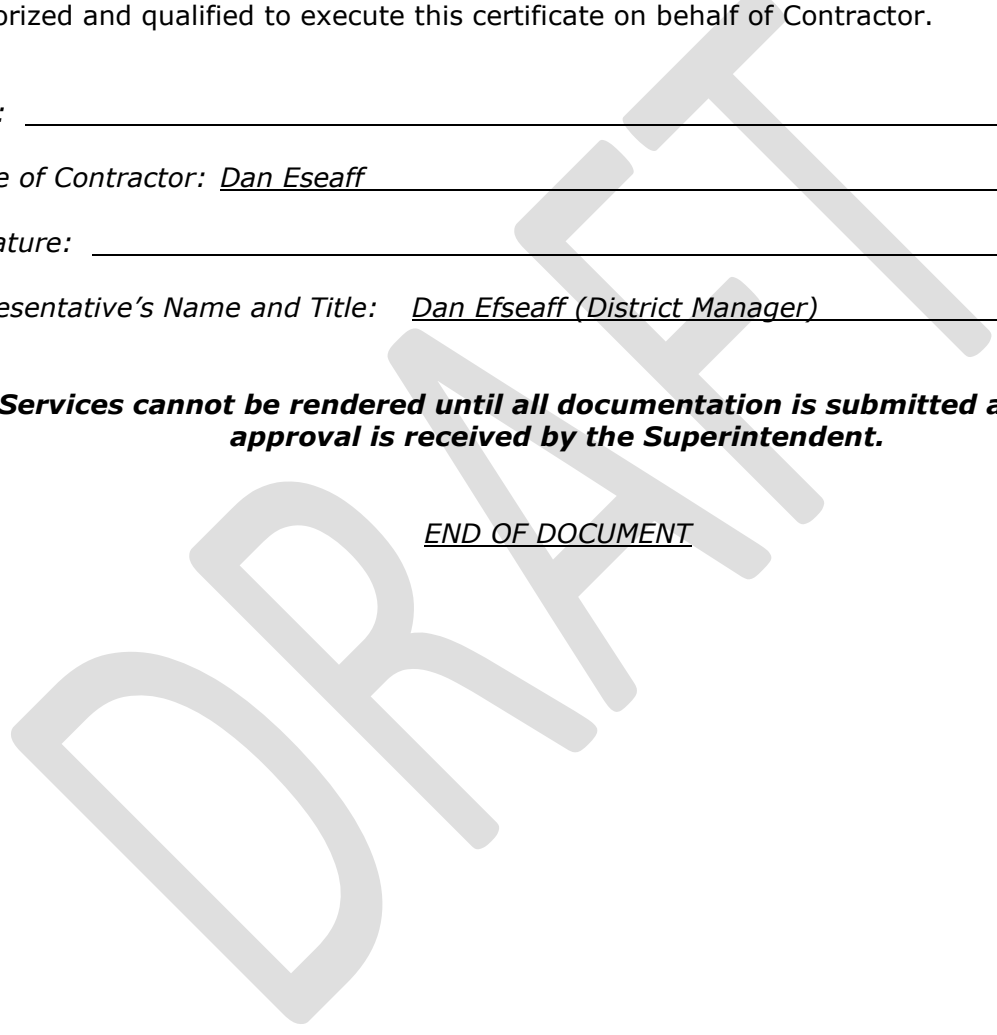
Name of Contractor: Dan Eseaff

Signature: \_\_\_\_\_

Representative’s Name and Title: Dan Efeaff (District Manager)

**Services cannot be rendered until all documentation is submitted and final approval is received by the Superintendent.**

END OF DOCUMENT



# Staff Report

April 8, 2026



DATE: 2/25/2026  
 TO: Board of Directors  
 FROM: Catherine Merrifield, District Accountant  
 SUBJECT: New Tri-Counties Bank Checking Account for PRPD Health Reimbursement Account (HRA) Benefit

### Report in Brief

This report supersedes the action taken at the March 11, 2026, Board meeting. Staff proposed opening a checking account, at Tri Counties Bank, for the Health Reimbursement Account (HRA). The District is using this account for HRA payments, which allows for better internal controls such as easier tracking and separating operating expenses from benefit payments. The account will also have a limited amount of funds in it at any one time. After the March meeting it was brought to our attention that the bank needed the report to state Dan Efseaff, District Manager, and Kristi Sweeney, Assistant District Manager, to be the signers on the account. This action rectifies that clarification. Opening a new account comes at no fiscal costs to the District.

**Recommendation:** *Authorize the District Manager to open a checking account with Tri Counties Bank with the District Manager and Assistant District Manager as signatories.*

# Staff Report

April 8, 2026



DATE: 3/27/2026  
 TO: Board of Directors (BOD)  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: Butte County Collaborative Group (BCCG) Memorandum of Understanding (MOU)

### Summary

The BCCG provides a mechanism to form strategic partnerships for effective collaboration among partners engaged in forest health, ecological restoration, and wildfire safety. Over 30 organizations, including nonprofits, special districts, local tribes, county departments, state and federal agencies, and private timber operators participate in the effort. District costs for participation is minimal, although the group may be effective at securing future project and grant funding. While the District has participated since the group's inception, signing onto the Memorandum of Understanding (MOU) (Attachment A) will allow for the District to have a vote on future actions such as pursuing future funding or supporting land management projects, furthering District goals.

***Recommendation:*** *Authorize the Board Chair to sign the MOU and name the District Manager as the Voting Representative.*

### Attachments:

- A. Draft BCCG MOU ver. 2023

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/BOD.Butte.Collaborative.Group.Report\\_26.0325.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/BOD.Butte.Collaborative.Group.Report_26.0325.docx)  
 3/30/2026



# BUTTE COUNTY COLLABORATIVE GROUP

Forming strategic partnerships for forest health, ecological restoration, and wildfire safety

## Memorandum of Understanding

### 1. Mission and Vision.

The mission of the Butte County Collaborative Group (BCCG) is to form strategic partnerships for effective collaboration among partners engaged in forest health, ecological restoration, and wildfire safety. The vision of the BCCG is to create landscapes which can be resilient and carry functional capacity in perpetuity.

### 2. Goals.

The goals of the BCCG are to design, communicate, align, and implement projects to promote healthy, ecologically productive, and fire-resilient watersheds and communities, in a manner that improves social, environmental, and economic conditions in Butte County.

The BCCG seeks to align regional work, co-create and update a shared project map, benefit from shared expertise and pooled resources and increase organizational capacity and project funding, while addressing broadly impacting issues that cannot be resolved individually.

The BCCG supports management actions in the WUI that take a community approach to support non-industrial private landowners in doing their part to create a healthy forest.

The BCCG will integrate projects with industrial private timber owners and public land managers for overall forest health.

### 3. Purpose of the Collaborative.

The purpose of the Butte County Collaborative Group is to establish a forum for members and stakeholders to address forest health issues, develop sustainable management strategies and resource opportunities. The BCCG adopts the principles and strategies detailed in the WUI Pre- and Post-Fire Action Plan (2021), the Butte Forested Watersheds Plan (2022), the Community Wildfire Protection Plan, and the Butte County General and Local Hazard Mitigation Plan.

Through a collaborative and consensus-seeking decision-making structure, the members will:

- Develop, maintain and contribute their organization's project, maintenance and monitoring data to build a robust spatial database.
- Use available data to identify gaps in capacity, data and landscape needs.
- Plan and implement landscape-level projects best pursued as a collaborative and not as individual groups.
- Examine landscape-level funding opportunities and identify areas of greatest suitability.
- Anchor collaborative activities in awareness of best-available science, policy, and regulatory framework, and region-wide and statewide initiatives and goals.

#### 4. Recognizing Tribal Status.

The BCCG recognizes and respects the sovereignty of Tribal governments and their unique place and relationship with respect to the land, the federal government, and other State and local government entities. The BCCG seeks the involvement of Tribes and integration of their Traditional Ecological Knowledge.

#### 5. Governance Structure

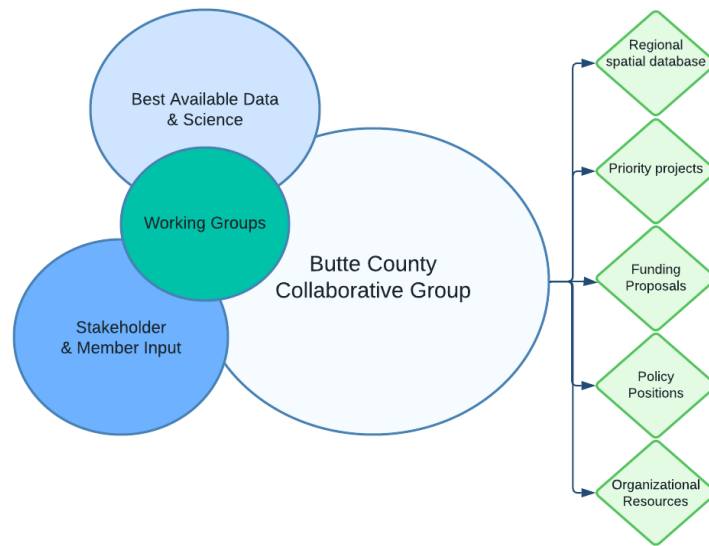
The BCCG is a consensus-seeking group where decisions are made at meetings of the full BCCG membership. Standing work groups include the **Administrative, Wildfire, Habitat Restoration and Economic Development**. Ad-hoc working groups can be established by a full group decision-making process. Work groups, except the Administrative Work Group, are open to participation by any interested party.

Decision-space: The full group approves membership requests and fundamental changes to the Charter, such as goal, purpose, basic operating rules, and administrative processes. Other decisional items may include approval pertaining to input on major projects, the pursuit of grants, and positions on substantive policy matters. Agenda items requiring formal decision will be labeled on the agenda sent prior to the meeting and adequate supporting resources will be provided.

Frequency: Meetings are held quarterly, and agenda packets are distributed no later than 3 business days prior to the meeting. Meeting agendas and notes will be made publicly available. Unless meeting out in the field or other circumstances impede, electronic meeting participation options will be provided.

Work Groups: The **Administrative Work Group** provides guidance for the day-to-day management of the BCCG, including oversight of any BCCG administrator or coordinator/facilitator, developing agendas, scheduling and coordinating BCCG meetings, maintaining and updating the shared map/data, internal and external communication, media relations, recordkeeping, member education and training, maintaining a contact list of active members and stakeholders, and evaluating and recommending policy and budget options.

The **Wildfire, Habitat Restoration, and Economic Development Work Groups** consider information, data, policies, projects, and implementation strategies on their respective topics. The Work Groups discuss and make recommendations to BCCG as is warranted. They may propose projects or draft position papers for the BCCG, or plan to engage in joint fact-finding (e.g., research and analysis), as needed. These groups may review funding proposals and promote recommendations to BCCG to: maximize the benefits to the region, increase the region's overall potential and capacity to implement projects, avoid duplication of effort and reduce competition.

**Figure 1. Inputs and Outputs, BCCG.**

## 6. Membership.

While BCCG meetings and discussions shall be open to all interested parties, voting is reserved for voting members. Foundational members for the BCCG include the following agencies/organizations:

1. Berry Creek Rancheria
2. Bureau of Land Management
3. Butte County
  - Administration Economic Development
  - Agricultural Commissioner
  - Department of Development Services
  - Department of Water and Resource Conservation
  - Fire
  - Office of Emergency Management
  - Public Works
4. Butte County Fire Safe Council
5. Butte County Resource Conservation District
6. CalFIRE
7. CSU, Chico Ecological Reserves
8. California Department Water Resources
9. City of Chico
10. City of Oroville
11. Enterprise Rancheria
12. Konkow Valley Band of Maidu Indians
13. Lassen National Forest
14. Mechoopda Indian Tribe of Chico Rancheria
15. Mooretown Rancheria
16. Northern California Regional Land Trust
17. Pacific Gas & Electric
18. Paradise Recreation and Park District
19. Plumas National Forest

20. Sierra Pacific Industries
21. Town of Paradise
22. Yankee Hill Fire Safe Council

Membership is limited to agencies/organizations who can contribute to achieving the goals, purpose, and objectives of the group and who agree to the framework by being signatory to the BCCG Memorandum of Understanding (MOU). While any number of representatives from member organizations are encouraged to attend, there may only be one voting representative per agency/organization. The group intends to sustain diverse representation of interest groups who work and live within the region through public awareness as well as focused recruitment by the Administrative Work Group.

Adding Members: Parties interested in membership may be added by sending in a membership request to the Administrative Work Group and having their request considered through the full group decision process outlined in the Charter. The membership request needs to include a statement of intentions and contact information for voting representative of the member organization/agency. Member organizations may only cast one vote for the purposes of group decision-making. If a voting representative will be unavailable, a delegate may be chosen, with written authorization.

Removing Members: Participation in the group is voluntary, and members may withdraw at any time by submitting a letter explaining their withdrawal from the MOU to the Administrative Work Group. Members who attend less than 50% of group meetings in a calendar year may be removed.

Responsibility of Members: Members agree to contribute substantially to the Collaborative's work. Responsibilities include, but are not limited to, the following:

- Maintaining regular attendance in group meetings and arriving on time.
- Providing quarterly updates on active project(s) status, maintenance needs, updates of non-confidential geospatial data, and other pertinent information.
- Responding in a timely manner to written requests for comments and input on decisions.
- Assisting in and advocating for the achievement of the group's goals and objectives and serving as an ambassador for the group by educating others on BCCG and its activities.
- Ground Rules for participation in group deliberations and decisions include:
  - Contributing to a safe environment for discussion and process through adherence to ground rules and by engaging in respectful discourse at all times.
  - Working toward collaborative solutions and resolution of issues.

## **7. Decision-making.**

Agenda items requiring a formal decision will be labeled on the agenda sent prior to the meeting. Adequate time will be allocated for questions, answers, and necessary dialogue. If a conflict, controversy, or decisional element arises during an informational item, it may be labeled as a decision item to be handled at the next meeting.

Quorum: There are no limitations for establishing a quorum- the group will use its discretion based upon voting members present at the meeting.

Voting: Only one vote may be cast by each voting member agency/organization. If a voting representative will be unavailable, a delegate may be chosen, with written authorization. Voting only occurs at meetings duly noticed with an agenda sent to MOU signatories and interested participants. Participants are defined as individuals who are not signatories but who regularly participate in meeting deliberations. They are encouraged to participate and advise but are not included in decision-making or

voting. All members, or representatives of entities that are signatories of the MOU, will receive one vote.

Provision for electronic votes: Signatories or representatives who cannot attend a meeting where decisions are made, are given an opportunity to review relevant materials, provide comments, and state whether they support the decision in advance of the meeting. In time sensitive emergencies, votes may be taken via email, including votes made by delegates. Time sensitive emergencies involving whether a proposal may be submitted on behalf of the group may also be decided by the Administrative Work Group.

Consensus-seeking: The BCCG is a consensus-seeking group. “Consensus” agreement does not have to mean unanimous enthusiastic support- it means a solution has been found that every member actively supports or can at least live with. Members present are not obligated to vote.

For routine items, if there are no objections, meeting items discussed and considered routine or obvious may be stated as an action by the facilitator and noted for the minutes.

After discussion and deliberation of an item, any member may make a motion for a consensus decision. If a motion is considered, the meeting facilitator asks for and facilitates discussion on the motion, which is then approved, disapproved, or referred to a work group.

When canvassed by the facilitator for a decision, a member may approve, abstain, or disapprove of a consensus decision. All members eligible to participate in the decision at a meeting who do not abstain must approve for a consensus approval decision. If a motion is disapproved, the BCCG will determine if extended deliberation is warranted.

Decision-Rule: If the BCCG determines that extended deliberation is not warranted, a voting process ensues where approval of a decision resides in a super-majority vote requiring 75% of group members. If a member cannot be present for a vote, they will be given the opportunity to vote via email – one email will be sent out, and one opportunity will be afforded. If a vote is not cast in person or via email, it will be assumed to be an abstention.

Extended Deliberation: In the event the BCCG decides extended deliberation of the item is warranted, the item will be referred to a work group, including members of the contingent blocking consensus, to develop alternatives. A brief memo of the key issues and alternatives discussed in the full BCCG meeting would serve as a starting point for work group deliberation. The work group then discusses and makes either a single consensus recommendation or a series of alternatives to be voted by decision-rule in the full group.

All decisions, agreements, recommendations, and reservations are documented in the meeting summary notes, including the names of those who support or oppose specific decisions, agreements, or recommendations. It is particularly important that any “minority” or dissenting opinions are reflected in the notes and report about a particular issue, or project.

Once the BCCG makes a decision, someone will be assigned to make status reports at future meetings as warranted or requested.

## **8. Relationship of Members.**

Execution of this MOU does not create a new legal entity with a separate existence from the individual members. This MOU does not create an “advisory committee” as that term is defined in the Federal Advisory Committee Act, as amended (Pub. L. 92-463). Moreover, this MOU does not result in the joint exercise of powers as set forth in California Government Code section 6500 et seq. In addition, this MOU is not intended to create a “Group” as contemplated under Sections 15501, 15611, and 16100 of the California Corporations Code, nor does a joint venture or principal-agent relationship exist between or

among the participating organizations. This MOU is not intended to, and does not, impose any legally binding requirements on the individuals and entities that participate in the Group as members. Participating in the deliberations, decisions and activities of the Group does not create a legal obligation for any of its participants. This MOU neither expands nor is in derogation of those powers and authorities vested in the members, or any of them, by applicable laws, statutes, regulations, or Executive Orders, nor does it modify or supersede any other applicable interagency agreements existing as of the date of this MOU. Members recognize and respect that each participant is first bound to their organization and within their organization’s constraints bring what resources they can to the Group’s efforts. Signatories to this MOU do not assume liability for any third-party claims for damages that arise out of this instrument. The only Authority binding members to the actions resulting from Group decisions is the force of good faith effort from each of the signatories.

Nothing herein shall be construed as a waiver of tribal sovereign immunity.

**9. Termination of BCCG.**

The BCCG may determine to terminate the Group through the decision-making process established above. Should any joint Group funds remain on the date of termination, they will be distributed in accordance with the mission and goals of the Group and in accordance with any restrictions imposed by the donor at the time of the gift or with the donor’s expressed intent as of the date of the termination.

**10. Authorized Representative.**

Signatories to this MOU agree, to the extent practicable, to devote sufficient resources to the Group to ensure their informed representation at scheduled meetings, and at relevant meetings of the working groups, and at other functions of the BCCG as appropriate.

The signatories further agree that, to the extent consistent with law and resource availability, the organizations they represent are committed to achieving the Group’s Goals, without neglecting the needs to achieve other goals. The signatory organizations further agree that, in the event they can no longer fulfill the above commitments, they will submit a written notice of withdrawal from the Group.

By signature below, each party certifies that the individual listed in this document are authorized to act on behalf of their organization related to this MOU. This MOU is effective once 2 or more of the entities listed in Section 6 have signed it. A list of active members to the MOU will be made available online and can be requested at any time from to the Administrative Work Group of the BCCG.

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Authorized Signatory

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Name of Voting Representative

\_\_\_\_\_  
Title of Voting Representative

# Staff Report

April 8, 2026



DATE: 3/31/2026  
 TO: Board of Directors (BOD)  
 FROM: Kristi Sweeney, Assistant District Manager  
 SUBJECT: Community Development Block Grant (CDBG) Agreement with Irayz Movement (Vendor)

### Report In Brief

At the regular October 8, 2025 meeting, the Board of Directors authorized the District Manager to finalize an agreement with the Town of Paradise to accept Community Development Block Grant (CDBG) funds and administer the program. The \$100,000 grant (until June 2027) supports efforts to improve the emotional wellness of senior and disabled residents in Paradise. The programs include drop-in hours at the Paradise Community Center (PCC), expanding class offerings, and outreach and wellness surveys.

Since January 2026, The District has offered mixed level yoga classes at the PCC utilizing Neighbor-to-Neighbor (N2N) grant funds. The yoga classes have developed a strong, core group of senior participants. As the N2N programs ceases, staff would like to continue these mixed level yoga classes using the CDBG grant funds. This would continue the twice weekly mixed-level yoga classes at the PCC at no cost to seniors for the duration of the grant term. The agreement mirrors the N2N subgrantee agreement with the CDBG grant now noted as the funding source. The total budget will not exceed \$7,150.

**Recommendations:** *Authorize the District Manager to finalize the agreement with vendor.*

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/BOD.CDBG.Yoga.Contractor.Report.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/BOD.CDBG.Yoga.Contractor.Report.docx)  
4/1/2026

**PARADISE RECREATION & PARK DISTRICT**  
**COUNTY MONTHLY CHECK REGISTER**

**Fund 2510**

**March**

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
*****								
060256-060270	3/4/2026		Payroll Summary	13,619.06	0.00	0.00	13,619.06	
*****								
Direct Deposit	3/4/2026		Payroll Summary	35,382.90	0.00	0.00	35,382.90	
*****								
06309-06322	3/18/2026		Payroll Summary	12,789.76	0.00	0.00	12,789.76	
*****								
Direct Deposit	3/18/2026		Payroll Summary	41,150.48	0.00	0.00	41,150.48	
*****								
060271	3/6/2026		VOYA INSTITUTIONAL TRUST CO	500.00			500.00	
060272	3/6/2026		MISSION SQUARE RETIREMENT	1,682.69			1,682.69	
060273	3/6/2026		PARADISE RECREATION & PARKS	35,382.90			35,382.90	A
060274	3/6/2026		CAPITAL CITY CPR		424.13		424.13	Elements
060275	3/6/2026		AVERY MUNSON CLARK		300.00		300.00	Elements
060276	3/6/2026		KELLY MUNSON		133.11		133.11	Elements
060277	3/6/2026		KELLY MUNSON		4,175.00		4,175.00	Elements
060278	3/6/2026		DONNA RESENDIZ		700.00		700.00	Elements
060279	3/6/2026		ROBYN STALLMAN		400.00		400.00	Elements
060280	3/6/2026		ANNE K STEPHENS		4,000.00		4,000.00	Elements
060281	3/6/2026		IRAYZ MOVEMENT		275.00		275.00	N2N
060282	3/6/2026		CHICO STATE ENTERPRISES		3,143.18		3,143.18	Elements
060283	3/6/2026		BRIDGET RANGEL		24.95		24.95	B
060284	3/6/2026		SEAN PADGETT		85.68		85.68	B
060285	3/6/2026		MYAH POE		1,768.16		1,768.16	B
060286	3/6/2026		BASIC BENEFITS		51.53		51.53	
060287	3/6/2026		RENTAL GUYS CHICO		156.45		156.45	
060288	3/6/2026		PARADISE IRRIGATION DISTRICT		48.97		48.97	
060289	3/6/2026		ACCULARM SECURITY SYSTEMS		88.00		88.00	
060290	3/6/2026		VERIZON WIRELESS		95.25		95.25	
060291	3/6/2026		FOOTHILL MILL & LUMBER CO		1,742.08		1,742.08	
060292	3/6/2026		PARADISE POLICE DEPARTMENT - ALARM UNIT		45.58		45.58	
060293	3/6/2026		PG&E		414.46		414.46	
060294	3/6/2026		JOE FONTES		175.00		175.00	Refund
060295	3/13/2026		ANTHEM BLUE CROSS	20,396.35			20,396.35	C
060296	3/13/2026		ANTHEM BLUE CROSS	20,396.35			20,396.35	C
060297	3/13/2026		PARADISE IRRIGATION DISTRICT		2,521.62		2,521.62	
060298	3/13/2026		IRAYZ MOVEMENT		275.00		275.00	N2N
060299	3/13/2026		DAWN HICKEY		665.00		665.00	N2N
060300	3/13/2026		THOMAS ACE HARDWARE		3,030.72		3,030.72	
060301	3/13/2026		KEN'S PARADISE HITCH & WELD		567.24		567.24	
060302	3/13/2026		PERKINS MOBILE AUTO GLASS		465.00		465.00	
060303	3/13/2026		HARSHWAL & COMPANY LLP		892.50		892.50	
060304	3/13/2026		ICONIC MACHINERY		157.93		157.93	
060305	3/13/2026		LES SCHWAB TIRES		95.52		95.52	
060306	3/13/2026		O'REILLY AUTO PARTS		39.10		39.10	
060307	3/13/2026		ICF JONES & STOKES INC		1,058.84		1,058.84	
060308	3/13/2026		PRIMO BRANDS		170.56		170.56	
060323	3/20/2026		HUMANA INSURANCE CO	611.60			611.60	
060324	3/20/2026		VOYA INSTITUTIONAL TRUST CO	500.00			500.00	
060325	3/20/2026		MISSION SQUARE RETIREMENT	1,682.69			1,682.69	
060326	3/20/2026		PARADISE RECREATION & PARK DISTRICT	1,100.00			1,100.00	
060327	3/20/2026		PARADISE RECREATION & PARKS	41,150.48			41,150.48	A
060328	3/20/2026		RCAC		5,479.90		5,479.90	N2N
060329	3/20/2026		BUTTE COUNTY FIRE SAFE COUNCIL		11,930.27		11,930.27	N2N
060330	3/20/2026		PARADISE ART CENTER		7,354.24		7,354.24	N2N
060331	3/20/2026		PARADISE STRONGER		6,351.28		6,351.28	N2N

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
060332	3/20/2026		SKYCAVE ARTS		12,010.70		12,010.70	N2N
060333	3/20/2026		IRAYZ MOVEMENT		275.00		275.00	N2N
060334	3/20/2026		MICHAELLE LOWE		10.00		10.00	Refund
060335	3/20/2026		LINDSAY ANDERSON		10.00		10.00	Refund
060336	3/20/2026		VERIZON WIRELESS		816.72		816.72	
060337	3/20/2026		COLUMBIA BANK		8,104.44		8,104.44	
060338	3/20/2026		NORTHERN RECYCLING & WASTE SERVICES LLC		1,215.87		1,215.87	
060339	3/20/2026		STREAMLINE		461.30		461.30	
060340	3/20/2026		CHICO STATE ENTERPRISES		2,834.00		2,834.00	Elements
060341	3/20/2026		CAPRI		31,522.00		31,522.00	D
060342	3/20/2026		MARSHA BURCH		4,837.50		4,837.50	E
ACH	3/6/2026		ACH STATE PR TAX	2,293.13			2,293.13	
ACH	3/6/2026		ACH FED PR TAX	14,279.40			14,279.40	
ACH	3/6/2026		ACH CALPERS	11,115.03			11,115.03	
ACH	3/20/2026		ACH STATE PR TAX	2,538.74			2,538.74	
ACH	3/20/2026		ACH FED PR TAX	15,647.44			15,647.44	
ACH	3/20/2026		ACH CALPERS	10,917.85			10,917.85	
ACH	3/20/2026		ACH CALPERS	4,934.66			4,934.66	
*****								
<b>TOTALS</b>				<b>185,129.31</b>	<b>121,398.78</b>	<b>0.00</b>	<b>306,528.09</b>	

\*\*\*\*\*

<b>GRAND TOTALS</b>				<b>211,538.13</b>	<b>121,398.78</b>	<b>0.00</b>	<b>332,936.91</b>	
---------------------	--	--	--	-------------------	-------------------	-------------	-------------------	--

Refunds = 195.00

Notes:

- A) Direct Deposit Payroll reimbursement to Five Star Bank
- B) Lost checks reissued
- C) Payment for March and April Health Insurance
- D) Quarterly Workers' Comp payment
- E) Payment for time from Nov. 1st to Mar. 4th
- N2N Payments to Neighbor to Neighbor Subgrantees



# Paradise Recreation & Park District

6626 Skyway  
Paradise, CA 95969  
Email: [info@ParadisePRPD.com](mailto:info@ParadisePRPD.com)

Phone: 530-872-6393  
Fax: 530-872-8619  
Website: [www.ParadisePRPD.com](http://www.ParadisePRPD.com)

## SAFETY COMMITTEE MEETING Report/Minutes

**DATE:** March 19, 2026, at 8:31 a.m.

**LOCATION:** Room A

**ATTENDANCE:** Dan Efseaff, District Manager  
Sarah Hoffman, Administrative Assistant III  
Mark Cobb, Park Supervisor

**ABSENT:** Kristi Sweeney, Assistant District Manager  
Jeff Dailey, Recreation Supervisor

**FACILITATOR:** Sarah Hoffman

#####

1. **CALL TO ORDER:** 8:35 AM

2. **MINUTES:**

- Dan Efseaff then moved to approve the minutes from February 11, 2026, Safety Committee. Mark Cobb seconded the motion, and the rest of the committee concurred.

3. **SAFETY AND HEALTH ISSUES DISCUSSED:**

a. THE FOLLOWING SAFETY MEETINGS WERE HELD:

- February 20, 2026 Being Aware of Black Ice  
Led by Ray Lockridge, ParkMaintenance III
- February 26, 2026 Winter Driving  
Led by Jim Pickett, Park Maintenance II
- March 4, 2026 Work Area Inspections  
Led by Ed Gravage, Park Maintenance II
- March 11, 2026 Poor Housekeeping Hazards  
Led by Joe Carney, Park Assistant III
- March 18, 2026 Easy way instead of the Right Way  
Led by Theresa Casaulong, Park Maintenance II

b. DOCUMENTED SITE INSPECTIONS, REPAIRS, AND OTHER ACCOMPLISHMENTS RELATED TO SAFETY:

- Vehicle PPE (1,2,4,5,17,19,20,22)- 2/11/2026
- Bille Park- 2/19/2026
- Vehicle First Aid ( 1,2,4,5,17,19,20) - 2/20/2026

c. ACCIDENT/INCIDENT REPORTS:

- 2026 Internal Accident/Incident Summary
  - None

d. WORKERS' COMPENSATION REPORTS:

- Workers Compensation Open Detail Report since February 28, 2026
  - Open Claim for 4A2207P8RB50001
  - Open Claim for 4A23036N0290001

4. **MISCELLANEOUS:**

- Mark mentioned that Matt Warner attended a weed abatement meeting

Next Safety Meeting Date: March 19, 2026, at 8:30 a.m.

Facilitator: Sarah Hoffman

Adjourned: 8: 04 AM

\_\_\_\_\_  
Sarah Hoffman, Safety Committee Secretary

\_\_\_\_\_  
Date:

cc: CAPRI  
PRPD Board

[https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/Safety Committee/2026/SC\\_26.0319/26.0319.SC.Minutes.Draft.docx](https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/Safety Committee/2026/SC_26.0319/26.0319.SC.Minutes.Draft.docx)

# Recreation and Park Committee Report

March 24, 2026



DATE: 3/27/2026  
 TO: Board of Directors  
 FROM: Sarah Hoffman, Administrative Assistant III  
 SUBJECT: Recreation and Park Committee Report

## Attendance:

Committee Members: Al McGreehan, Chair

Committee Members via telephone: Robert Anderson, Member

Staff Members: Dan Euseff, District Manager; Sarah Hoffman, Administrative Assistant III

Guest: Citizen Rauhen

The meeting convened at 1:22 PM.

The Committee met to:

### 1. Project Updates

Assistant District Manager Sweeney provided brief updates on active projects, particularly future trails crew, the pool RFB, Paradise Lake house, 20-mile loop trail, Biile Park, Lakeridge, Paradise Community Center, and the District Shop planning.

The meeting adjourned at 2:20 PM.

[https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_Committee.Rec.Park/2026/RPC\\_26.0324/RPC.Report.26.0324.docx](https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Rec.Park/2026/RPC_26.0324/RPC.Report.26.0324.docx)  
3/31/2026

# Finance Committee Report

**March 26, 2026**



DATE: 3/27/2026  
 TO: PRPD Board of Directors  
 FROM: Sarah Hoffman, Administrative Assistant III  
 SUBJECT: Finance Committee Report

**Attendance:** Committee Members: John Stonebraker, Chairperson; and Al McGreehan, Member  
 Staff Members: Dan Efseaff, District Manager; Kristi Sweeney, Assistant District Manager; Sarah Hoffman, Executive Assistant.

Guest: Citizen Rauen

Chair Stonebraker called the meeting to order at 1:01 PM

**The Committee met to:**

**1. Review FY 2026-27 Draft Preliminary Budget and Capital Improvement Projects Budget.**

District Manager Efseaff presented the draft preliminary budget. He went through several of the line items and then allowed the committee to ask questions. Both Stonebraker and McGreehan asked questions, and District Manager Efseaff provided feedback.

**2. Cash Flow Discussion**

District Manager Efseaff introduced the item. There was a brief conversation on the cash flow spreadsheet.

**3. Grant Fund Update**

Assistant District Manager Sweeney presented the committee with an updated grant funds spreadsheet. There was some discussion on a few of the grants.

The Committee adjourned at 2:15PM

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_Committee.Finance/2026/FC\\_26.0326/FC.Report.26.0326.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Finance/2026/FC_26.0326/FC.Report.26.0326.docx)  
 3/31/2026

# Staff Report

## March 11, 2026



DATE: 3/18/2026  
 TO: Board of Directors  
 FROM: Kristi Sweeney, Assistant District Manager  
 Dan Efseaff, District Manager  
 SUBJECT: Paradise Pool Repair and Resurfacing - Consideration of Bids

### Report In Brief

At the March 11, 2026 meeting, the Board authorized the District (Resolution #26-03-1-555) to issue a Request for Bids (RFB) to resurface the Paradise Pool. Staff followed the District Bylaws (please see last meeting report, Section 24.7 Bidding procedure for Expenditures \$25,000.00 and over (except Service Contracts). With the authorization, Staff have placed a Request For Bid Notice in a local newspaper of general circulation in the District; published notices stating the work to be done and where supporting documentation can be found at least seven (7) days before the time specified for receiving bids.

On March 12<sup>th</sup>, Staff submitted the notices to the *Chico Enterprise Record* (newspaper of record), North Valley Contractors Exchange, and published the notices and supplemental information on the District website (<https://www.paradisepprd.com/request-for-proposals-rfps-request-for-qualifications-rfqs>). The District hosted a mandatory pre-Bid site walk on March 27, 2026 (with 2 attendees though only one planned to bid). The District allowed over 14 days before the bid opening on (time to submit bids and the closing date) April 3, 2026, at noon.

Under our Bylaws, the BOD may elect the following:

- i. Accept the lowest bidder;
- ii. Reject all bids and re-advertise;
- iii. By a 4/5 vote, elect to purchase the materials or supplies in the open market;
- iv. By 4/5 vote, elect to construct the building, structure, or improvement by force account.

In anticipation of a submitted, responsive bid, the District will provide the bid sheet documenting the apparent low bid prior to the meeting; however, this will be released prior to the regular BOD meeting (but after the packet goes out). Staff anticipates that the BOD will consider the lowest responsive bid. Staff will work with our attorney and construction project manager (Trover Construction Project Management) to complete the agreement for repair (Example: <https://www.paradisepprd.com/example-construction-bid-package-and-agreement> )

***Recommendation:*** Accept low bid and authorize District Manager to complete agreement and related construction documents with the contractor.

### Attachments:

- A. None

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/BOD.Pool.Resurface.Bid.Report.26.0318.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/BOD.Pool.Resurface.Bid.Report.26.0318.docx)  
 4/1/2026

# Staff Report

April 8, 2026



DATE: 3/25/2026  
 TO: Board of Directors (BOD)  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: 2026 Strategic Plan Review and Update

## Report in Brief

At the April 2024 BOD meeting, directors adopted a Strategic Plan for the District. Staff circulated the draft document (completed December 2023) for internal staff review, BOD members, Finance Committee and the Ad Hoc Strategic Plan Committee, and public comment. Staff recommended that publicly sharing the workplan goals enhances transparency and provides a mechanism for annual feedback on goals. The [adopted plan](#) may be found at the District Website.

As part of the approach, the District plans an annual review of the Workplan goals (Attachment A). This report is part of that annual review process. The District plans a more extensive review of the plan in 2027 (Objective B4) and a revised Strategic Plan in 2030 (Objective B5) based on a retreat planned for 2028 or 2029. The summary of items can be depicted as:

Item	Count	Percent
<u>Date</u>		
2024	7	8%
2025	14	16%
2026	33	38%
2027	19	22%
2028	11	13%
2029	3	3%
<b>Total</b>	<b>87</b>	<b>100%</b>

<u>Functional Area</u>		
Administration and Visitor Services	10	10%
Board of Directors	6	6%
Finance	6	6%
Outreach	9	9%
Parks and Facilities	16	16%
Planning	22	22%
Project and Fund Development	5	5%
Recreation Programs and Events	16	16%
Strategic Plan Evaluation and Improvement	5	5%
Volunteer Program	7	7%
<b>Total</b>	<b>102</b>	<b>100%</b>

Note: the functional areas contains subgoal headings not included in other summaries and so some categories are counted that are part of other goals. The total number of goals is 87.

<b>Progress Status</b>		
01-Not Started	9	10%
02-In-Progress	33	38%
03-Partially Completed	20	23%
04-Completed	24	28%
05-Delayed	0	0%
06-Postponed to Future Plan	1	1%
<b>Total</b>	<b>87</b>	<b>100%</b>

<b>Priorities</b>		
0 - Drop	0	0%
1 - High	30	34%
2 - Medium	38	44%
3 - Low	19	22%
-	0	0%
	0	0%
<b>Total</b>	<b>87</b>	<b>100%</b>

The work plan contains 87 objectives, and the BOD adopted the aggressive, aspirational schedule with the understanding that goals would need to shift as the District implemented the plan. The District appears on track with 28% of goals completed to date (more than double from last year). This rises to 51% when partially completed items are included.

**Recommendation:** *Approve the updated workplan.*

**Attachments:**

A. 2026 Detailed Update of 2024 Strategic Plan

[https://paradiseprpd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/BOD.Strategic.Plan.Report\\_26.0325.docx](https://paradiseprpd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/BOD.Strategic.Plan.Report_26.0325.docx)  
3/30/2026

**Paradise Recreation and Park District**  
**Revised 2026 Strategic Plan Progress (2024 Objectives)**

3/30/2026

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
<b>A0</b>	<b>Administration and Visitor Services</b>					<b>A. Administrative and Visitor Services (Admin)</b>		
A1	Administration and Visitor Services	Employee On-boarding	12/31/2026	2026	1 - High	1. <b>Employee On-boarding:</b> By 12/31/2026, enhance the employee recruitment and orientation process, implementing a system to authorize new hires based on fiscal year budget constraints, due diligence, training, and review, ensuring a seamless integration into the organization.	03-Partially Completed	In progress, much improved on systems for budget and staffing requests. Background requests are more streamlined. We need to update packet for new hires. Create a memo and checklist for new hires. <b>Revised date.</b>
A2	Administration and Visitor Services	Internal Service Request Automation	7/1/2026	2026	2 - Medium	2. <b>Internal Service Request Automation:</b> By 7/1/2026, automate the internal service request system (pink slips) and establish an online platform for task assignments, tracking, and summaries, categorized by task type and location for all staff.	02-In-Progress	<b>Revise Date to 7/1/2026.</b>
A3	Administration and Visitor Services	Communication Systems	12/31/2026	2026	2 - Medium	3. <b>Communication Systems:</b> By 12/31/2026, evaluate communication systems for internal and external stakeholders to enhance efficiency, streamline information flow, and ensure timely updates.	02-In-Progress	Reviewed TOP/Butte County system (the VEOCI Emergency Management Program). It appears limited in providing employee notification. Unfortunately, the District once perferred approach (using email to send out text messages)has ceased and we've have shifted to emails (which may be fine, but a phone/text approach may be more timely). <b>Revise Date to 6/30/2026.</b>
A4	Administration and Visitor Services	Purchasing Policies and Templates	9/1/2026	2026	1 - High	4. <b>Purchasing Policies and Templates:</b> By 9/1/2026, conduct a comprehensive review of District purchasing policies. Develop streamlined guidance and templates for Request for Proposals, Bids, and Quotes, along with staff training in current state and federal procurement policies. Introduce completion checklists and legally reviewed templates for construction project bids, differentiating between construction and professional services.	03-Partially Completed	Much progress has been made. Now completing draft construction documents. <b>Revised date to 2026.</b>
A5	Administration and Visitor Services	Salary Scale and Benefits Review	12/31/2025	2025	1 - High	5. <b>Salary Scale and Benefits Review:</b> By 12/31/2025, conduct a thorough review of the salary scale, job descriptions, and benefits. Present recommendations to the Board of Directors for retaining employees and ensuring fair wages.	04-Completed	Completed a wage and salary survey, changed salary scale and provided a new comprehensive benefit package to full-time staff including medical, dental, vision, HRA, and other changes. Extended vision and dental to year round part time staff. Completed.
A6	Administration and Visitor Services	Recreation Online Reservation System	12/31/2025	2025	1 - High	6. <b>Recreation Online Reservation System:</b> By 12/31/2025, evaluate current systems and provide recommendations for enhancing the recreation online reservation and registration system to meet overall goals and needs.	04-Completed	Planning on implementation for 2026. <b>Completed.</b>
A7	Administration and Visitor Services	District Fee Schedules	6/30/2026	2026	1 - High	7. <b>District Fee Schedules:</b> By 6/30/2026, complete a comprehensive review of District fee schedules. Provide recommendations, including an estimation of actual costs, to better assess the impact on District finances.	02-In-Progress	We anticipate completing this effort for FY 2026-27 with a review and revision by the date noted.
A8	Administration and Visitor Services	Staff Recruitment and Development	6/30/2027	2027	2 - Medium	8. <b>Staff Recruitment and Development:</b> By 6/30/2027, recruit and maintain high-functioning, competent staff with a wide range of skills. Establish a comprehensive professional development program for staff, providing ongoing training opportunities and career advancement pathways. Utilize opportunities for promotion and provide training for professional development aligned with District needs. Ensure appropriate levels and types of resources (technology, equipment, coaching/training) to support staff performance. Define key performance indicators for continuous improvement.	02-In-Progress	Some elements underway, but we'll need considerable more effort to bring it to fruition. Staff has made progress on proper notification/authorization of hires, recruitment, background checks, and basic information to staff. Need to work on employment packet and training routine for all positions.

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
A9	Administration and Visitor Services	Manuals and Handbooks Review	12/31/2028	2027	3 - Low	9. <b>Manuals and Handbooks Review:</b> By 12/31/2028, conduct a review of existing manuals and handbooks. Provide recommendations for consolidation or an update plan (or retirement) for administrative by-laws, board members handbook, district administrative procedures, finance manual (new), illness and injury prevention/emergency action plan (revised 2023), personnel rules, operations, recreation leader, recreation leisure, and any other manuals.	02-In-Progress	In progress for IIPP and certain sections of personnel manual. However, most of the review has not occurred. We can see this as a priority starting in FY 2026-2027
<b>B0 Board of Directors</b>						<b>B. Board of Directors</b>		
B1	Board of Directors	District Transparency Certification	9/30/2026	2025	2 - Medium	1. <b>District Transparency Certification:</b> By 9/30/2026, fulfill requirements and submit the application for the CSDA District Transparency Certification.	03-Partially Completed	Need training certificates from 1 BOD member, need sister agency to review. <b>Revised Date to 2026.</b>
B2	Board of Directors	NEXUS Study for Impact Fees	12/31/2026	2026	1 - High	2. <b>NEXUS Study for Impact Fees:</b> By 12/31/2026, initiate and consider recommendations from a NEXUS study to assess and potentially revise impact fees.	03-Partially Completed	Shifted date to accommodate to allow for other facilities and projects to come on line and to gather additional information. Plan to have fees decision before BOD before 2027. Revised Date.
B3	Board of Directors	Board Training Opportunities	6/30/2025	2025	1 - High	3. <b>Board Training Opportunities:</b> By 6/30/2025, provide comprehensive training opportunities for BOD members, including sessions on the Brown Act, finances, board governance, and networking. Utilize resources from CSDA, CARPD/CAPRI, or other relevant non-profit organizations.	04-Completed	Staff provided a variety of resources and trainings from CSDA, CARPD, CPRS, and other organizations. Staff notes that this appears to be embodied into our regular schedule and the BOD clerk has found and shared these opportunities with Directors and even arranged for registration and travel. <b>Note as complete</b>
B4	Board of Directors	Strategic Plan Retreat	12/31/2027	2027	2 - Medium	4. <b>Strategic Plan Retreat:</b> By 12/31/2027, organize a retreat for the BOD to review the Strategic Plan, discuss priorities for the next update, and schedule the subsequent full revision.	01-Not Started	Plan for 2028 or 2029 retreat for 2030 Strategic Plan Update.
B5	Board of Directors	Strategic Plan Reviews and Key Performance Indicators	12/31/2028	2028	2 - Medium	5. <b>Strategic Plan Reviews and Key Performance Indicators (KPIs):</b> By 12/31/2028, conduct annual reviews of the Strategic Plan and perform a comprehensive update. Throughout the next cycle, identify and implement Key Performance Indicators to quantitatively measure progress towards goals.	01-Not Started	
<b>C0 Finance</b>						<b>C. Finance (Fin)</b>		
C1	Finance	Finance Manual Draft	9/30/2026	2026	3 - Low	1. <b>Finance Manual Draft:</b> By 9/30/2026, the District Accountant will develop and present a draft Finance Manual for BOD review.	03-Partially Completed	Sections are partially complete with only a handful of sections left. Delayed because of work on the audit has taken precedence.
C2	Finance	Financial Transparency	12/31/2024	2024	1 - High	2. <b>Financial Transparency:</b> By 12/31/2024, enhance financial transparency by implementing online tools and reports that provide the public easy access to budgetary information, expenditure details, and financial performance.	04-Completed	District has developed new reports based on best practices. All required information on website. Will require maintenance over time to keep up to date and we will need to discuss that process with staff.
C3	Finance	Diversification of Funding Sources	6/30/2025	2025	1 - High	3. <b>Diversification of Funding Sources:</b> By 6/30/2025, explore and secure additional funding sources, including grants, sponsorships, and partnerships, to diversify revenue streams and ensure financial stability.	04-Completed	The District made great strides on diversification of our funding sources. The grant revenue will become increasingly apparent over the next 3 years. The District is also growing program income. The District's portfolio has also been managed well, exceeding expectations over the past year. The FY budget demonstrates the diversified income over past years.
C4	Finance	Timesheet Review and Update	12/31/2026	2026	2 - Medium	4. <b>Timesheet Review and Update:</b> By 12/31/2026, review and update, or recommend improvements for a timesheet system (electronic and paper versions). The system should simplify accounting entries, facilitate supervisor review, and associate time with relevant accounting codes, including programs, locations, and grant or funding sources.	02-In-Progress	Staff have found a potential solution (from BASIC), but it needs to be brought to the Finance Committee. District Manager has also directed Rec, Park, and Admin staff representatives to be trained or test out a "sandbox" version and or beta testing to determine if the program is a fit for the organization and to explore any implementation challenges. The roll-out must consider training of staff. Develop recommendations memo. <b>Revise Date to 2026.</b>
C5	Finance	District Audit	12/31/2026	2026	1 - High	5. <b>District Audit:</b> By 12/31/2026, facilitate completed audit within a reasonable proximity to the close of the county books for the fiscal year.	02-In-Progress	Auditor completed FY 2021-22 (4/29/2024) and FY 2022-23 (11/24/2025) audits. They have requested information and are working on the FY 2023-24 audit. Staff expects initiation of the FY 2024-25 audit to follow. Reevaluate during next year. <b>Revised date: 2026</b>
<b>D0 Outreach</b>						<b>D. Outreach (Out)</b>		

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes	
D1	Outreach	Recovery Efforts	6/30/2025	2025	2 - Medium	1. <b>Recovery Efforts:</b> By 6/30/2025, Create an image intensive map story that concisely communicates the District's response to the Camp Fire and rebuild efforts as a Community Protection Case Study.	04-Completed	Working with partners, we have a completed Case Study Map (CART and Drought Learning Network) story map ( <a href="https://storymaps.arcgis.com/stories/42297987e4b44c91b777c7e76351105b">https://storymaps.arcgis.com/stories/42297987e4b44c91b777c7e76351105b</a> ). Staff is working on another one as well, but the	
D2	Outreach	Social Media Engagement Metrics	12/31/2026	2026	3 - Low	2. <b>Social Media Engagement Metrics:</b> By 12/31/2025, increase social media engagement by 20%, measured through likes, shares, and comments, to effectively communicate with and involve the community.	03-Partially Completed	Delayed with departure of Rec Specialist. Need to complete memo on progress and establishing metrics. Recommendations will be in Rec Report on progress and next steps. <b>Revised date to 2026.</b>	
D3	Outreach	Community Engagement Strategy	3/31/2027	2027	2 - Medium	3. <b>Community Engagement Strategy:</b> By 3/31/2027, develop a communication plan and format that ensures a consistent, clear and concise messaging for local and regional audiences that explain how/why the District is redefining its place and mission within our community and our region as a whole, the reason for the tactics we utilize, when to expect measurable results, and how the community can provide input and guidance. Promote programs to communities outside of the District (e.g. Chico, Sacramento, Bay Area, etc.). In addition, develop and implement a community engagement strategy to gather input on park and trail development projects, ensuring diverse perspectives are considered in planning efforts.	02-In-Progress	Delayed with departure of Rec Specialist. Staff have started on some of these elements, but challenged with other tasks. This should follow completion of the media plan. <b>Revise Date: 3/31/2027.</b>	
D4	Outreach	Partnerships	12/1/2028	2028	1 - High	4. <b>Partnerships:</b> By December 2028, identify and establish strategic partnerships with two new organizations that align with the district's mission, enhancing collaborative efforts and resource-sharing. This could include Memoranda of Understanding (MOU) with a variety of organizations (could include, but is not restricted to HRCBA, CHRA, MCP, PCC, PATCH, TOP, Butte County, sports clubs, etc.).	02-In-Progress	The District continues to build new partnerships. As of 9/18/2025, the District plans completed an agreement with PCC on new facilities in 2025, and explorations with TWSD, PATCH, TOP, and HRCBA continue and may result in additional BOD direction in the next year or two.	
D5	Outreach	Media Plan	3/31/2027	2027	2 - Medium	5. <b>Media Plan:</b> By March 2027, develop a media engagement and marketing memo. The memo should include a branding strategy for the District and each developed park (park icons).	02-In-Progress	Delayed with departure of Rec Specialist. Staff have started on some of these elements, but challenged with the competing with getting messages and marketing out on a timely fashion. <b>Revised Date to 2027.</b>	
D6	Outreach	District Metrics	12/31/2026	2026	2 - Medium	6. <b>District Metrics:</b> By 12/31/2026, consider developing a Data Dashboard to share with the public important measures of indicators that align with District goals and benchmarks to monitor progress toward desired outcomes. The update should also provide a review of the District's mission, data and other information were gathered to inform the BOD of current needs, gaps, barriers, and community perspectives.	03-Partially Completed	District product from consultant did not meet expectations. Brought it in house to complete simple spreadsheet. Consider additional improvements <b>Revised Date to 2026.</b>	
D7	Outreach	Community Satisfaction Survey	12/31/2027	2027	3 - Low	7. <b>Community Satisfaction Survey:</b> By 12/31/2027, conduct a comprehensive community satisfaction survey to gather feedback on park facilities, programs, and services, informing future improvements.	01-Not Started	While District may conduct this, we anticipate that is likely will be within the context of the next Master Plan effort.	
D8	Outreach	Partnership Exploration	12/1/2028	2028	2 - Medium	8. <b>Partnership Exploration.</b> By December 2028, explore opportunities (and potential agreements) to expand recreation on existing properties owned or managed by other agency or other partners (such as Butte County, Bureau of Land Management, Paradise Irrigation District, Town of Paradise, Thermalito Water and Sewer District, US Forest Service, and others). The effort may meet multiple management objectives, including public engagement/outreach, inventorying recreational resources and opportunities, and identifying next steps (such as further studies, conceptual designs, detailed designs for infrastructure, and environmental compliance). The project will identify opportunities for initial projects or phases and a blueprint for future implementation.	02-In-Progress	In progress. Discussions with TWSD (Lake Concow Recreation Study) and PID (related to trails and other improvements) are underway. Discussions with federal agencies have been hampered by recent federal reductions and uncertainty and overall workload. However, this goal is set up with these type of agreements to take some time.	
<b>E0</b>	<b>Parks and Facilities</b>					<b>E. Parks and Facilities (Parks)</b>			
E1	Parks and Facilities	Recovery Projects related to the Camp Fire	1) <b>Recovery Projects related to the Camp Fire:</b>						

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
E1a	Parks and Facilities	Trail Work at Bille Park	6/30/2025	2025	1 - High	a) <b>Trail Work at Bille Park:</b> By 6/30/2025, complete trail work related to Camp Fire recovery and new trail funding at Bille Park. Tasks include repairing the grotto trail and bridge, establishing a new nature trail, creating an access trail to new acquisitions, installing signs (waypoint and interpretive), and providing maps.	04-Completed	Completed new overlook trail work and repairs of grotto trail. We will add new property overlook upon installation of safety rail.
E1b	Parks and Facilities	Aquatic Recreation Center Replacement	9/30/2026	2026	1 - High	b) <b>Aquatic Recreation Center Replacement:</b> By 9/30/2026, complete replacement and approved updates related to the rebuilt Aquatic Recreation Center.	02-In-Progress	In progress. Anticipate completion in 2026.
E1c	Parks and Facilities	Master Plan for District Shop Facility	12/31/2026	2026	1 - High	c) <b>Master Plan for District Shop Facility:</b> By 12/31/2026, complete a Master Plan and approved updates for a rebuilt and improved District Shop Facility on Clark Road.	02-In-Progress	In progress. On 7/10/2025, District initiated engineering of the facility and related tasks, some coordination with insurers has slowed the process. We expect finalized conceptual plans later this year. <b>Revised Date to 2026.</b>
E1d	Parks and Facilities	Playground Replacement at Moore Road Park	12/31/2026	2026	2 - Medium	d) <b>Playground Replacement at Moore Road Park:</b> By 12/31/2026, replace the playground at Moore Road Park in a new location consistent with the approved conceptual plan for the site.	02-In-Progress	In progress. In 2025, Staff will work with design contractor to identify new location and will work with construction contractor on permits. District has identified play equipment and vendor. Currently, site preparation and planning is underway and the District plans on the installation once the permits are cleared. Work load with other projects, delayed this effort.
E1e	Parks and Facilities	Business Loss Claim with Insurers	12/31/2026	2026	2 - Medium	e) <b>Business Loss Claim with Insurers:</b> By 12/31/2026, secure funds related to the District's business loss claim with insurers.	02-In-Progress	In progress. The District is working with Stout Accounting to submit requested materials related to the business loss and additional information needs. While this may be delayed awaiting final disposition on rebuilding projects, we hope for earlier resolution. No changes on the date recommended at this time, though it should be re-evaluated in 2027.
E2	Parks and Facilities	Rental and Parking Revenue	6/30/2026	2026	2 - Medium	2) <b>Rental and Parking Revenue:</b> By 6/30/2026, streamline reservation system for customers and promote and increase revenue for facility rentals and parking revenue by 10%.	02-In-Progress	Tied in with efforts on A6.
E3	Parks and Facilities	Playground Safety and Upgrade	12/31/2026	2026	1 - High	3) <b>Playground Safety and Upgrade:</b> By 12/31/2026, conduct a comprehensive safety audit of all playgrounds, addressing necessary upgrades, and implementing improvements to ensure compliance with safety standards.	02-In-Progress	Will conduct a safety inspection, and will build replacement determination into Master Plan Efforts (F6). Revised to better reflect Master Plan schedule.
E4	Parks and Facilities	Office Space and Capacity Expansion	12/31/2026	2026	1 - High	4) <b>Office Space and Capacity Expansion:</b> By 12/31/2026, explore long-term options to expand office space and capacity for programs and administrative functions especially in proximity to the Terry Ashe Recreation Center and present to the BOD.	02-In-Progress	Staff evaluated the short term needs and will use the PCC and Aquatic Rec center to replace some "fishbowl" office staff, which we will keep until 10/2026. In addition, consider the shop. <b>Revised date to 12/31/26.</b>
E5	Parks and Facilities	Biodiversity Enhancement:	12/31/2025	2025	3 - Low	5) <b>Biodiversity Enhancement:</b> By 12/31/2025, initiate projects to enhance biodiversity within parks, including planting native species, creating wildlife habitats, and implementing sustainable landscaping practices.	04-Completed	District completed a native plant pollinator garden at TARC. While we'll look for opportunities at new parks, consider this objective satisfied.
E6	Parks and Facilities	Park and Trail Development Projects	12/31/2028	2028	1 - High	6) <b>Park and Trail Development Projects:</b> By 12/31/2028, complete the following park and trail development projects:	02-In-Progress	
E6a	Parks and Facilities	Park and Trail Development	12/31/2028	2028	1 - High	a) Bille Park Enhancements,	02-In-Progress	As of 2/20/2025, project is in design and planning phase, with construction documents ready later in 2025.
E6b	Parks and Facilities	Park and Trail Development	12/31/2028	2028	2 - Medium	b) Lakeridge Park (and secure funding for the Resiliency Center/Hub),	02-In-Progress	As of 2/20/2025, anticipating project with construction documents ready later in 2025. On schedule to meet goal for

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
E6c	Parks and Facilities	Park and Trail Development Projects	12/31/2028	2028	3 - Low	c) Noble and Oak Creek Parks (Wildland trailhead improvements),	02-In-Progress	Anticipating project will shift to construction phase starting in 2027. Oak Creek Park – 1489 Pearson Rd -19.78 acres undeveloped property for wildland park (see design master plan and project description attached). CEQA complete, \$96,000 of grant funding remaining for this project. 2. Noble Park – at corner of Pentz Rd and Merrill Rd. and 6667 Nedry Drive, Paradise. 20.75 acres of wildland park (hiking trails, a few benches, trash can, doggie pot bags, gravel parking. Design MP attached, but focus is on Eastern boundary hiking trails with some benches). Existing entrance from Pentz Rd is gated, CEQA complete, \$49,900 of grant funding remaining for this project.
E6d	Parks and Facilities	Park and Trail Development Projects	3/1/2027	2027	1 - High	d) Magalia Paradise Lake Loop Trail.	02-In-Progress	As of 2/20/2025, anticipating more trail work to continue on PRPD lands and then shift to PID. Project still awaiting action from federal partners. <b>Revised date (was 2028)</b>
<b>F0</b>	<b>Planning</b>					<b>F. Planning (Plan)</b>		
F1	Planning	Yellowstone Kelly Trail Feasibility Study	12/31/2024	2024	2 - Medium	1. <b>Yellowstone Kelly Trail Feasibility Study:</b> By 12/31/2024, complete the feasibility study for recreational features along the Yellowstone Kelly Trail and present findings for consideration to the Town of Paradise and Board of Directors.	04-Completed	Completed Report in 5/2024. Next step is to work out a MOU with TOP on trails development. Put on calendar for 2026?
F2	Planning	Trail Development and Mapping				2. <b>Trail Development and Mapping:</b>		
F2a	Planning	Trail Development and Mapping	12/31/2027	2027	3 - Low	a. By 12/31/2027, implement a trail maintenance and expansion program, addressing priority areas for repair, enhancing accessibility, and exploring opportunities for new trail development.	02-In-Progress	Partially tied to Regional Trails Plan and other efforts. This would be more meaningful exercise to update once current trails projects are completed. <b>Revised date.</b>
F2b	Planning	Trail Development and Mapping	3/31/2029	2029	2 - Medium	b. By 3/31/2029, develop or improve approximately 10 miles of new or existing trails within the District.	02-In-Progress	A small amount of new trail has been created at Bille Park. Completion of Magalia Paradise Lake Loop trail will satisfy this objective. <b>Revised date to reflect grant due date (3/2029).</b>
F2c	Planning	Trail Development and Mapping	6/30/2025	2025	2 - Medium	c. <b>Regional Trails Plan.</b> By 6/30/2025, explore and identify new and existing trails within the District using a public process and assistance from the National Park Service (NPS). Produce a map of trails within District Boundaries showcasing park amenities.	04-Completed	As of 6/30/2025, NPS provided a draft document for review. Item completed before 9/30/2025. BOD accepted report on 8/13/25.
F3	Planning	Building Resilient Infrastructure in Communities (BRIC) Grant	3/31/2027	2027	1 - High	3. <b>Building Resilient Infrastructure in Communities (BRIC) Grant:</b> By 3/31/2027, complete tasks associated with these BRIC Grant. This includes the Buffer Project feasibility study, compliance for the strategic development of parks and trails, and appropriate land management within the District. Secure funding for the next round of studies and submit a funding request to implement recommendations if any.	02-In-Progress	Staff expects considerable progress in the latter half of 2025. <b>Revised date to reflect grant due date (3/31/2027).</b>
F4	Planning	Unit Management Plans for Parks	12/31/2027	2027	2 - Medium	4. <b>Unit Management Plans for Parks:</b> By 12/31/2027, create draft unit management plans to guide activities at Oak Creek, Noble, Coutolenc, Lakeridge, and Crain Parks.	02-In-Progress	While Staff will explore options to complete these tasks, they may be bundled with the Master Plan effort. <b>Revised Date to 2027.</b>
F5	Planning	Feasibility Studies				5. <b>Feasibility Studies:</b>		
F5a	Planning	Paradise Community Center	9/30/2025	2025	1 - High	a. <b>Paradise Community Center:</b> By 9/30/2025, report back to the Board of Directors on the status and follow-up actions related to the feasibility study/exploration of a partnership with the Paradise Community Center.	04-Completed	As of 9/18/2025, presented feasibility report and draft transfer agreement to the BOD to transfer the facility to the District. PCC needed to complete tasks. Transfer completed on December 2025.
F5b	Planning	Lake Concow Recreational Uses	4/1/2025	2025	2 - Medium	b. <b>Lake Concow Recreational Uses:</b> By 4/1/2025, complete a feasibility report to explore recreation at Concow Lake. The report should consider recreational activities and amenities, public input, partnerships, ownership/management, a conceptual design, and provide recommendations and outline next steps to ensure long-term operation.	04-Completed	Completed and reviewed by BOD and TWSD at 4/2025 meeting. BOD provided staff direction to craft an agreement with TWSD to develop recreation at the Lake which will likely come for BOD review in 2026 or 2027. <b>Consider objective complete.</b>

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
F5c	Planning	Concow School Community Center and Recreational Programs	9/30/2025	2025	3 - Low	c. <b>Concow School Community Center and Recreational Programs:</b> By 9/30/2025, report back to the Board of Directors on the status and follow-up actions related to the exploration of a community center and recreational programs at Concow School.	04-Completed	Objective addressed with Lake Concow report. In May 2025, the BOD approved the agreement for the District to provide camps and classes for students of the Golden Feather Unified School District (GFUSD). As of 3/27/2026, the District continues robust programs with the school. <b>Consider this objective complete.</b>
F5d	Planning	Paradise Arts, Theatre & Culture Hub (PATCH) Evaluation	12/31/2025	2025	3 - Low	d. <b>Paradise Arts, Theatre &amp; Culture Hub (PATCH) Evaluation:</b> By 12/31/2025, develop a feasibility report on partnership to explore the coordination and collaboration on events and inform the respective boards on the implications of a joint effort.	04-Completed	PATCH, now Paradise Arts District (PAD), representatives provided a brief update to the BOD on a report (12/2024) and progress (1/8/2025). As PAD further defines goals and findings, the District will monitor to see if any opportunities for participation makes sense for further BOD consideration. <b>Consider objective complete.</b>
F5e	Planning	Butte Creek Canyon Park Expansion near the Honey Run Covered Bridge	6/30/2026	2026	2 - Medium	e. <b>Butte Creek Canyon Park Expansion near the Honey Run Covered Bridge.</b> By 6/30/2025, provide technical support and report on potential mechanisms for long-term management, ownership, and revenue options to support the Honey Run Covered Bridge Association. Tasks outlined in 2023 MOU and as per agreement, may be extended to 6/30/2026.	02-In-Progress	Anticipate exploration discussions with HRCBA to continue with options brought to the BOD.
F6	Planning	District Master Plan Update	6/30/2028	2028	1 - High	6. <b>District Master Plan Update:</b> By 6/30/2028, complete a draft District Master Plan outlining priorities for development. The plan may include a facility inventory and replacement/maintenance schedule to incorporate future repair costs into long-term expenditures. These products may include a list of projects and a reasonable timeline and funding plan to repair and replace aging infrastructure) of existing facilities, maintenance schedules, cost estimates, public outreach (community interest surveys, informational meetings), and other considerations. The plan will consider an assessment of infrastructure and conceptual plan for the Paradise Pool. <b>Amended: Issue RFP in FY 2025-26.</b>	02-In-Progress	As of 7/15/2025, staff have prepared an outline for the project and anticipate a FY 2026-2027 release of an RFP, following the construction contracts for new parks.
F7	Planning	ADA Transition Plan and Park Facilities Improvement	6/30/2028	2028	3 - Low	7. <b>ADA Transition Plan and Park Facilities Improvement:</b> By 6/30/2028, update the ADA transition plan as part of Master Plan efforts. Improve existing park facilities, including signage at existing parks, and incorporate new branding for each park. Implement repairs and additions of ADA accessible facilities and equipment.	01-Not Started	
F8	Planning					8. <b>Infrastructure Improvement:</b>		
F8a	Planning	Infrastructure Improvement	12/31/2026	2026	1 - High	a. TARC: By 12/31/2026, complete bike rack, native plant trail, and <b>walkway concrete work.</b>	03-Partially Completed	As of 2/20/2025, we completed the bike rack, and native plant trail; up coming: small section of sidewalk. <b>Revise Date to 2026.</b>
F8b	Planning	Infrastructure Improvement	12/31/2026	2026	2 - Medium	b. Upper Bille Park Bathrooms: By 12/31/2026, repair bathrooms at Upper Bille Park.	04-Completed	In early April 2026, the new sidewalk to improve ADA access from parking lot to Upper Bille restrooms should be complete. <b>Revised Date to 2026.</b>
F8c	Planning	Infrastructure Improvement	12/31/2028	2028	3 - Low	c. Additional Projects: By 12/31/2028, develop a master list of projects and replacement schedule for District facilities.	01-Not Started	Tie in with Master Plan efforts.
F8d	Planning	Infrastructure Improvement	9/30/2029	2029	2 - Medium	d. Aquatic Park: By 9/30/2029, replace the playground structure with an inclusive feature.	01-Not Started	
F8e	Planning	Infrastructure Improvement	12/31/2029	2029	3 - Low	e. Moore Road Park Infrastructure: By 12/31/2029, develop a timeline to replace bathrooms, concession stand, and playground at Moore Road Park.	01-Not Started	Intending to start playground reconstruction at new site in 2025 or by 2026.
<b>G0</b>	<b>Project and Fund Development</b>					<b>G. Project and Fund Development (PD)</b>		
G1	Project and Fund Development	Project and Acquisition Tracking System	12/31/2026	2026	2 - Medium	1) <b>Project and Acquisition Tracking System:</b> By 12/31/2026, establish a comprehensive tracking system, including a) A dynamic list of new projects and corresponding funding sources. b) An acquisition log/spreadsheet providing real-time updates on current and past acquisitions, detailing status, milestones, due diligence steps, facilitating proactive communication with the BOD, partners, and staff.	03-Partially Completed	A) needs work. B) mostly complete. <b>Revise date to 2026.</b>

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
G2	Project and Fund Development	Grant Management System	12/31/2026	2026	2 - Medium	2) <b>Grant Management System:</b> By 12/31/2026, implement a project management system software or create a project dashboard to manage and monitor grants effectively. The system should communicate grant status, payments, and key milestones.	02-In-Progress	Staff have completed simple spreadsheet and tracking and in March 2026, item has been brought to the Finance Committee. <b>Revise date to 2026.</b>
G3	Project and Fund Development	Grant Funding for Facilities and Recreational Programs:	6/30/2027	2027	3 - Low	3) <b>Grant Funding for Facilities and Recreational Programs:</b> By 6/30/2027, actively build a project pipeline and secure new grant funding amounting to \$2,500,000 for new or enhanced facilities and \$750,000 for recreational programs.	02-In-Progress	As of 12/31/2024, Staff have received approximately \$12M in grant funds. With the large workload, we recommend that the focus remain on implementation until many of these are underway. <b>Revised date.</b>
G4	Project and Fund Development	Acquisition Pursuit and Strategic Partnerships	12/31/2028	2028	1 - High	4) <b>Acquisition Pursuit and Strategic Partnerships:</b> By 12/31/2028, persist in pursuing acquisition or easement opportunities aligning with conservation, recreation, or other District goals. Amplify efforts with additional funding sources or partnerships to enhance additions to existing parks or public land, securing grant funding for strategic locations that reduce fire risk and expand or create new park and recreation opportunities. Prioritize grant and donation funding for acquisitions and partnerships in Butte Creek Canyon, Concow/Yankee Hill, Magalia, and Paradise.	03-Partially Completed	Projects continuing with properties in the acquisition pipeline moving forward. District will provide an update later in 2025.
<b>H0</b>	<b>Recreation Programs and Events</b>					<b>H. Recreation Programs (Rec)</b>		
H1	Recreation Programs and Events	Recreation Program Report	9/30/2024	2024	1 - High	1) <b>Recreation Program Report:</b> By 9/30/2024, staff will complete a comprehensive Recreation Program Report, reviewing program offerings, outreach and marketing, budget analysis, revenue and cost per program, overall evaluation, and recommendations. The report is intended as a regular presentation to the BOD and Staff will explore the ideal frequency of the report.	04-Completed	With the 2024, 2025, and 2026 reports, the process appears to be part of our routine annual review process. <b>Consider complete.</b>
H10	Recreation Programs and Events	Bi-annual Activity Guide	6/30/2026	2026	1 - High	10) <b>Bi-annual Activity Guide:</b> By 6/30/2026, continue to publish a high-quality bi-annual activity guide showcasing District programs, events, and facilities.	04-Completed	As of 2/20/2026, task completed for all AG's to date and staff have greatly improved the quality of the publication. This is a continuous improvement item. <b>Consider objective complete.</b>
H11	Recreation Programs and Events	New Class Offerings and Partnerships	6/30/2026	2026	3 - Low	11) <b>New Class Offerings and Partnerships:</b> By 6/30/2026, introduce at least three innovative recreational programs that align with emerging trends, cater to diverse interests, and attract a broad audience. Provide a list of new class offerings and explore partnerships. Develop new programs, classes, and events to meet community needs and help expand District offerings.	04-Completed	As of 2/20/2025, the Activity Guide reflects a number of new innovative programs (including the N2N program). New programs on the horizon include youth programs with schools, additional sports programs, and potential expansion of ropes course and leadership options. Staff sees this as tied in with the Rec Eval and will be subject to continuous improvement in that venue. <b>Consider this objective complete.</b>
H12	Recreation Programs and Events	Community Feedback Solicitation	12/31/2027	2027	3 - Low	12) <b>Community Feedback Solicitation:</b> By 12/31/2027, solicit community feedback about desired programs within the District via surveys, outreach events, and partner-led listening sessions.	01-Not Started	Tie in with Master Plan efforts.
H13	Recreation Programs and Events	80th Anniversary Celebration	12/31/2027	2027	2 - Medium	13) <b>80th Anniversary Celebration:</b> By 12/31/2027, create an outreach plan, historical summary, and list of events related to a year-long celebration of the District's 80th anniversary.	02-In-Progress	Staff is aware of plan.
H2	Recreation Programs and Events	Evaluation of Incident Command System (ICS)	12/31/2026	2026	2 - Medium	2) <b>Evaluation of Incident Command System (ICS):</b> By 12/31/2026, evaluate the use of the Incident Command System (ICS) as applied to events and emergency actions.	03-Partially Completed	Deferring until Rec Specialist is on board. Staff is partially utilizing ICS. Consider implementing for upcoming events.

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes	
H3	Recreation Programs and Events	Event Planning Document	12/31/2026	2026	2 - Medium	3) <b>Event Planning Document:</b> By 12/31/2026, create and continuously improve a comprehensive Event Planning Guide to help execute events hosted by the District. This effort includes generating a list of events the District can host, prioritizing quick turn-around events that best showcase District parks and facilities to promote vendor-led events and private rentals; Cross-Promotion of District Programs/Events/Facilities; explore options to monetize events via participation fees, vendor fees, donations, and concessions; development of sponsor packets; social media practices, include events across varied abilities and interests; and develop robust and diverse event offerings throughout the year. Use the calendar and promote events in activity guides, social media, website, posters, and flyers.	03-Partially Completed	Deferring until Rec Specialist is on board. Staff have plans for individual events. Develop overall plan. <b>Revised Date to 2026.</b>	
H4	Recreation Programs and Events	Update and Modernize Leisure Manual	12/31/2026	2026	2 - Medium	4) <b>Update and Modernize "Leisure Manual":</b> By 12/31/2026, update and modernize the "Leisure Manual" for new class and instructor recruitment. Describe the strategy to solicit individuals, organizations, and agencies to offer District-appropriate programs.	03-Partially Completed	Staff completed a draft version and updated our process. Staff would like to see this updated (and a replacement name for "Leisure Manual", but this will follow the completion of the media guide and the maturing of some of the new programs.	
H5	Recreation Programs and Events	Grant Completion				5) <b>Grant Completion:</b>			
H5a	Recreation Programs and Events	Grant Completion	2/28/2024	2024	1 - High	a) California Volunteers. By February 28, 2024, complete the application and requirements for the Neighbor-to-Neighbor program.	04-Completed	Program has been a great success and enables the District to support efforts all over the jurisdiction (something that has not been possible in the past).	
H5b	Recreation Programs and Events	Grant Completion	3/31/2026	2026	3 - Low	b) Prop 64 - Youth Community Action Grant: By 3/31/2026, complete the application and necessary steps for the Prop 64 - Youth Community Action Grant. Please note other grants and projects as they arise.	04-Completed	Staff submitted various applications including a NVCF grant in early 2026. Staff notes challenges in finding state grant funding to carry on program and anticipates great challenges to keep momentum with the program. We will continue to seek new opportunities to keep the program running but have satisfied the specifics of this objective. <b>Consider complete.</b>	
H6	Recreation Programs and Events	Program Review and Evaluation	6/30/2027	2027	2 - Medium	6) <b>Program Review and Evaluation:</b> By 6/30/2027, review, evaluate, and recommend Board of Directors consideration for the following programs and the District's role in facilitating their use: Healing Trauma Through Nature, Elements, Outdoor Education for All.	03-Partially Completed	Addressed in 2026 Rec Evaluation; however, staff will need to collect more information and address as a special topic in the next version. <b>Revised Date to 2027.</b>	
H7	Recreation Programs and Events	Zero-Waste Event Program	12/31/2027	2027	3 - Low	7) <b>Zero-Waste Event Program:</b> By 12/31/2027, establish and implement a zero-waste program for events, promoting sustainability through waste reduction, recycling, and eco-friendly practices.	03-Partially Completed	Partially completed. Several events (Biochar workshops/demonstrations, Ridge Hiking Association Events, Earth Day, and other volunteer events) contained elements for recycling and sustainability. Will consider folding in elements into other events. Explore funding source to plan and support a	
H8	Recreation Programs and Events	Youth Engagement Initiative	9/30/2024	2024	3 - Low	8) <b>Youth Engagement Initiative:</b> By 9/30/2024, launch a youth engagement initiative, offering targeted recreational programs and events to attract and involve the younger demographic within the community.	04-Completed	Partnered with Boys and Girls Club for esports, 2 new after school sports programs at PRES, Elements program has provided meaningful engagement with students, and other ongoing efforts will continue.	
H9	Recreation Programs and Events	Cultural Event Diversity	12/31/2025	2025	2 - Medium	9) <b>Cultural Event Diversity:</b> By 12/31/2025, diversify cultural events hosted by the district to celebrate the rich cultural tapestry of the community, fostering inclusivity and community pride.	06-Postponed to Future Plan	Staff will explore options.	
I0	<b>Strategic Plan Evaluation and Improvement</b>						<b>I. Strategic Plan Evaluation and Improvement (SP)</b>		
I1	Strategic Plan Evaluation and Improvement	Strategic Plan Evaluation and Improvement (SP)	4/30/2027	2027	2 - Medium	Another goal is the regular evaluation of progress on these items. The District suggests that in the future, the evaluation will provide a status of progress. This could include a simple evaluation (in the future can be a narrative in the main report or a separate document of actions toward goals):	03-Partially Completed	Updated report will be presented to BOD. Partially complete because this should be an annual goal until 2028 cycle. Revise date: 4/30/2027	

Goal ID	Functional Area	Topic	By Date	Year	Priority	Objective (Revised Dates)	Status	Notes
I1.1	Strategic Plan Evaluation and Improvement	Strategic Plan Evaluation and Improvement (SP)	3/31/2027	2027	2 - Medium	1) List the SMART goals for ongoing evaluation, KPIs, and performance indicators.)	03-Partially Completed	Staff developed SMART goals (this workplan) as part of the Strategic Plan. We are incorporating metrics into our Rec Report and other areas. Staff have completed first cycle of review of SP. Would like to see if additional items can be folded into our operations. <b>Revised date to 2027.</b>
I1.2	Strategic Plan Evaluation and Improvement	Strategic Plan Evaluation and Improvement (SP)	6/30/2026	2026	1 - High	2) Annual Review: Review and update the plan annually and conduct a more in-depth review over a 5-year cycle. While it depends on the date of adoption, staff initially proposes essentially a Calendar year cycle. This is subject to change.	04-Completed	Complete for 2026. We'd like to see a brief report come out based on the calendar year and also Fiscal Year accomplishments.
I1.3	Strategic Plan Evaluation and Improvement	Strategic Plan Evaluation and Improvement (SP)	12/31/2026	2026	2 - Medium	3) Incident Command System (ICS): Embrace the ICS model for significant efforts and conduct after-action analyses for events.	03-Partially Completed	Staff have embraced certain aspects of ICS (After action debriefings and analysis, and structure of events) and medical and safety scenario, however, we need additional work to make to ensure staff are comfortable with implementing it as a part of operations.
<b>J0</b>	<b>Volunteer Program</b>					<b>I. Volunteer Program (VP)</b>		
J1	Volunteer Program	Regular Calendar of Volunteer Opportunities	6/30/2024	2024	1 - High	1. <b>Regular Calendar of Volunteer Opportunities:</b> By 6/30/2024, establish and maintain a regular calendar of scheduled volunteer opportunities and events, ensuring diverse options to engage volunteers in meaningful activities.	04-Completed	Monthly activities, weekly, full calendar of events. N2N has filled in a lot of events.
J2	Volunteer Program	Volunteer Guide/Manual and Policies	9/30/2024	2024	2 - Medium	2. <b>Volunteer Guide/Manual and Policies:</b> By 9/30/2024, create a comprehensive volunteer guide/manual along with clear policies to provide guidance and expectations for volunteers, ensuring a positive and consistent volunteer experience.	04-Completed	Need to update, but document is complete and submitted to insurance.
J3	Volunteer Program	Tracking System for Volunteer Hour	12/31/2027	2027	2 - Medium	3. <b>Tracking System for Volunteer Hours:</b> By 12/31/2027, implement a robust tracking system to accurately account for volunteer hours, categorizing them by location, activity, and organizations/individuals. This system will facilitate documenting match efforts and quantifying the value provided to the community.	03-Partially Completed	As of 3/15/2026, using Golden for now, which worked well but need to explore other system after N2N grant ends. <b>Revised date to 2027.</b>
J4	Volunteer Program	Volunteer Recruitment Drive	12/31/2026	2026	2 - Medium	4. <b>Volunteer Recruitment Drive:</b> By 12/31/2026, launch a volunteer recruitment drive to increase the number of volunteers by 25%, diversifying the volunteer pool and expanding community involvement.	02-In-Progress	As we are developing volunteers (and knowledge) with the N2N grant, this may help meet the % goal. Recommend setting this after the N2N grant to maintain momentum.
J5	Volunteer Program	Specialized Volunteer Training	12/31/2027	2027	3 - Low	5. <b>Specialized Volunteer Training:</b> By 12/31/2027, implement specialized training programs for volunteers to enhance their skills, ensuring they are well-equipped to contribute effectively to park and recreation initiatives.	01-Not Started	Connect with objective J4. <b>Revise Date to 2027.</b>
J6	Volunteer Program	Recognition and Incentives Program:	12/31/2026	2026	1 - High	6. <b>Recognition and Incentives Program:</b> By 12/31/2026, enhance efforts to recognize and incentivize individual and organizational volunteers. Develop a program to coach volunteer team leaders and park ambassadors, ensuring a supportive and rewarding volunteer experience.	03-Partially Completed	District currently provides annual recognition of outstanding volunteers. However, we are looking at a larger effort to provide volunteer recognition throughout our service area.

**District Report****Meeting Date: April 8, 2026**

DATE: 3/27/2026  
 TO: PRPD Board of Directors (BOD)  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: Monthly District Report

**Monthly Report****1. Updates**

- a. Rough Draft Budget – As per the FY 2026-2027 Budget calendar, the District presents the Rough Draft Budget (Attachment A) and Capital Improvement Projects (CIP) requests (Attachment B). This has ben
- b. CHIP/Sunseri Temporary Construction Easement - CHIP staff let us know that they will not be using the electrical on site, as the electrical request to PG&E moved much quicker than anticipated. Coordination with PG&E has resulted in a change to earlier assumptions regarding temporary power. While we had explored allowing CHIP to utilize District electrical service, PG&E is now able to provide power sooner than anticipated, eliminating the need for temporary service.
- c. Finance Committee – Because of time conflicts with BOD member schedules, the Finance Committee will move the meeting time to 1:30 PM on on the 3<sup>rd</sup> Thursday. Please note that meetings only occur as needed and additional meetings may be scheduled as well, The District will always post these meetings. Please see the attached update 2026 Standing Committee Document (Attachment C).

**2. Administrative and Visitor Services**

- a. Front Office- Front office has been hard at work with reservation books and selling/ renewing Paradise Lake passes.
- b. Paradise Horsemen's Association (PHA) Agreement - On 3/9/2026, Staff met with PHA members to discuss the expiring (10/2026) agreement for the Moore Road Arena. Both parties expressed enthusiastic support for continuing the partnership and kicked off discussing lease details. Staff expects to bring a revised agreement to the BOD in the summer or fall 2026.

**3. Finance**

- a. Routine Reports – Balance Sheet (Attachment D), Year to Date (YTD) Profit & Loss Budget vs. Actual (Attachment E), Monthly Profit & Loss (Attachment F), Investment and Reserve (Attachment G), Meeder Report (Attachment H), and California Class (Attachment I).
- b. Impact Fees: Payment for Skyway apartments of \$63,259.44 and \$115,099.52 for Clark Road apartments.
  - ii. Payment to Marsha Burch (\$4,837.50) was for the period of Nov 1<sup>st</sup>, 2025, to Mar. 4<sup>th</sup>, 2026.
- c. Impact Fees - For the month of March, the District received a total of \$186,551.58 in impact fees.
- d. Investments –
  - i. Five Star Bank Interest deposits: Investment Money Market = \$2,427.30 and Grant Money Market = \$5,483.59.
  - ii. Meeder Investments: \$245,464.40
  - iii. California Class: \$3493.96
  - iv. Tri Counties Bank: \$1,584.30

**4. Parks**

- a. Defensible Space- The sunny weather has allowed maintenance to get an early start on several projects much sooner than what they were scheduled for, which is very welcomed. This will allow District to start are defensible space program earlier than usual, and our maintenance staff will be happy about being able to start earlier in the season, which means less time doing it in the heat.

- b. Aquatic Park - This last winter storm had some pretty significant windstorms along with intense rainfall. Though the rain is always a welcome event the winds sometime can be quite damaging, as it was at the Aquatic Park. It blew over 200 feet of perimeter fencing on the pool side of Recreation Dr. The early spring weather gave maintenance a chance to rebuild it quickly (Figures 1 and 2).
- c. Horse Arena- At the February BOD meeting the Paradise Horseman's Association brought up concerns about flying balls coming over the outfield ballpark fence and into the parking area where they park their horse trailers during events. As always, the District puts safety first, so a safety netting was installed to prevent this from accruing (Figure 3).
- d. Moore Road Ballpark- Maintenance has taken advantage of this beautiful early spring weather to get a jump on some painting, mainly at the Ballpark. The backstops, restrooms, railing, and snack bar/maintenance building have all received a fresh coat of paint. Just because the District has some older facilities, it doesn't mean they need to look old (Figures 4 and 5).
- e. Bille Park- By the time the BOD meeting has been held, maintenance will have completed the ADA accessible path upgrades to the Upper Bille Park playground and restrooms. This project has been well received by the community. The District wants everyone to enjoy the outdoors and our beautiful parks; this helps make it possible. Now that the area is accessible, the new goal is to install some inclusive play structures (Figure 6).
- f. PRPD Logo- Like many things following the Campfire, though devastating, the District needed to find ways to look to the future, and one small way was to start with a new fresh PRPD logo. The District has been using this logo on all District related items post campfire, except on park facilities kiosks. This is because reprinting the signs is actually quite expensive and considering how many there are, the funding hasn't been available, so the District Manager came up with the idea of just replacing the old logo, for now, which is what the District has done ( Figure 7 through 10).

## 5. Recreation

- a. Tiny Tots Preschool – Lori McCoslin and Tamra Hafer continue to provide a high-quality experience for the 39 children between the ages of 3 and 5 years participating in the current session of Tiny Tots. Each day includes socialization, education, crafts, games, circle time, and creative play with special themed days and seasonal holidays (Figures 11 and 12).
- b. Parks and Rock-reation – Staff have begun a music program in which community members are invited to “jam” with PRPD staff members the first Friday of each month. With half a dozen participants at the last three meetings, staff expect this program to continue gaining momentum in hopes to eventually perform at seasonal events. Standout performers include Paul Showe from Maintenance and Connor Finnigan from Rec.
- c. April Special Events – The month of April is a busy month for PRPD with three large events taking place. Saturday April 4<sup>th</sup> will be the PRPD Easter Egg Hunt. Over 3,000 eggs will be included in the egg hunt, and children will be able to meet the Easter Bunny and visit animals provided by 4-H. Next up will be the Free Kid's Fishing Day on Saturday, April 11<sup>th</sup>. This event takes place at Paradise Lake and will include a hot dog lunch, raffle prizes, and the largest fish contest. Three trout plants will also take place leading up to the event that are funded through the Butte Fish and Game Commission Grant and other sponsors. Lastly PRPD will host the 47<sup>th</sup> annual Gold Nugget Craft Fair on April 25<sup>th</sup> and 26<sup>th</sup>. As of late March, there are 6 food and 62 craft vendors registered.
- d. Ridge Hiking Association – 21 hikers joined us at Feather Falls in March. It was one of the best hiking challenges we offered on the calendar. The group pushed their limits, made it to the beautiful waterfall, and got to experience the newly opened trail. It had been years since the trail opened and it was worth every step of the way. Next hiking journey will feature two options for folks to choose from:
  - April 10<sup>th</sup> – 12<sup>th</sup> - Backpacking overnight excursion, Yana Trail to Massacre Flats
  - April 11<sup>th</sup> - Table Mountain

## 6. Outreach

- a. Conference Panelist: Finding Place in an Era of Loneliness – District Manager Efseaff had a very rewarding experience serving as a panelist at Pepperdine University, School of Public Policy's Conference. The conference organizers invited the District because of our innovative work on the Neighbor-to-Neighbor program. The conference featured top-notch speakers and thought-provoking discussions. <https://lnkd.in/gUjQHtRp>. A video will be made available at a later date.

## 7. Volunteer Program

- a. Land Stewardship – This day was originally dedicated to dooming the broom at Bille Park Fawn View Lookout Trail, but due to high winds staff shifted the project to native plant identification and seed sorting in a safer area with no overhead hazards. California Conservation Corps, and a couple of community members joined the project and sorted over hundreds of seeds for the monarch hub and Paradise plant and seed swap in March.
- b. Monarch Hub Workday – Community members joined the monarch hub workday to sow milkweed seeds in pots for future hub giveaways and learn about California native nectar plants. Volunteers were able to go home with more knowledge and confidence to build a pollinator garden in their own backyard. To start them off we provided a take home package of milkweed seeds and compost.
- c. Volunteer Lunch Appreciation – This month dedicated volunteers enjoyed lunch at Nic. It is always great to dedicate time to show volunteers appreciation while giving them time to mingle, support a local business, and care for each other.
- d. Custom Craft Decoupage – Tina is a decoupage craft master! She will be volunteering her time, knowledge, and passion to facilitate crafting days at the Paradise Community Center. The first crafting day was in March and offered an easter theme for everyone to enjoy custom making their own plate, eggs, or vase. Staff received a demonstration activity to help support Tina during crafting days. (2 Figures)
- e. Love Paradise, Make A Difference Days – Another Spring session of collaborating with Love Paradise for a morning of volunteerism throughout the community through multiple project locations. Staff have been working with the planning committee at regular weekly meetings on logistics, task delegation, recruitment, and promotion. PRPD is also one host site of many working with gold nugget museum on creek restoration.

## 8. Project Development

- a. Honey Run Covered Bridge Association (HRCBA) – At the end of February, the HRCBA provided an ownership proposal (Attachment J) Staff and representatives from HRCBA (and the *Ad hoc* Committee) will continue to explore options and will prepare a report for the respective bodies at the end of June.
- b. Butte Creek Canyon Preserve - The District is in the process of completing 1-year lease agreements with the current tenants. The arrangements provide a status quo approach and income to the District as we absorb the responsibilities on site and develop some interim plans. We expect interim plans and program development to occur over the next year.
- c. Magalia Paradise Lake Loop Trail - The Department of Natural Resources provided an extension for the Project Performance Period to March 1, 2029. This allows for more time to secure the USFS permits and better aligns with work at Lakeridge Park and upcoming development efforts at Coutolenc. Staff is waiting until the permit is secured, so that the District may initiate billing.
- d. Building Resilient Infrastructure and Communities Program Grant #2020-001, Project #PJ0091 – The California Governor’s Office of Emergency Services (Cal OES) has approved an amendment to extend the subaward period to March 29, 2027. The extension will allow for the finalization and review of the technical materials generated for the project and better aligns with the concurrent Land-use and Climate Innovation (LCI) grant for public outreach. In April, Staff and consultants will develop a revised calendar and outreach dates to share the findings of the information.
- e. **Lakeridge Park -**
  - i. A third proposal for architectural services has been received, and a recommendation for selection will be made shortly. We have defined the portion of the CHIP property that can be incorporated into the project and are currently working through agreement language to formalize its use. The design is progressing with integration of the CHIP property, and the project budget is being updated to reflect the revised layout. Confirmation of the usable CHIP area is expected to help streamline both the design process and cost refinement moving forward.
  - ii. We are also advancing the timberland permits utilizing the streamlined, lower-cost approach previously identified with CAL FIRE.
- f. **Aquatics Center –**
  - i. Plans have been resubmitted to the Town, with plan check review anticipated on Monday, April 6. If any outstanding issues remain, the plan checker has indicated a willingness to meet directly with the design team to resolve comments and avoid further resubmittals.

- ii. The septic tank replacement has been completed, and the site is ready for Romtec to begin construction. Romtec remains prepared to mobilize, and a start date will be confirmed following plan approval.
- iii. In coordination with PG&E and the site contractor, a more cost-effective solution for electrical service has been identified. Rather than replacing the existing service panel, a new meter will be installed on the new building and connected to an adjacent transformer. This approach is expected to provide significant savings in both cost and schedule.
- iv. We have been working with insurance representatives over the past several months to establish reimbursement values based on actual project costs. An agreement has largely been reached on the building costs associated with the Romtec scope. Discussions are ongoing regarding site work costs, which remain under review.

**g. Aquatics Pool Refinishing Project -**

- i. The pool refinishing project is currently out to bid, with bids due April 3. At the mandatory pre-bid job walk, contractors indicated that the work is expected to take approximately four weeks to complete.
- ii. The overall project timeline will be dependent on contractor availability at the time of bid award. Additionally, there is a potential for required code upgrades as part of the work. We are currently awaiting confirmation from the Health Department on whether any upgrades will be required.

**h. Shop Building -**

- i. The schematic design process is ongoing, with continued refinement of major building components and operational features. The team is now advancing into more detailed programming to ensure the facility meets District needs.
- j. Based on lessons learned from the Aquatics Center project, we will begin developing a framework for insurance reimbursement. This will include evaluating the replacement cost of the original building in today's market, as well as incorporating unit pricing from contractor bids to ensure the District receives the full value entitled under the policy.

**9. Upcoming**

- a. RecTech Registration Software Upgrade – Staff have met with the onboarding specialist from Recreation Technologies in the first intensive meetings meant to familiarize the software company with the ins and outs of PRPD registration, site reservations, and internal operations. As for the April Board Meeting, staff will have met with the RecTech team for seven onboarding meetings, a testament to the priority of this project in the improvement of the customer experience with PRPD.
- b. Kid's Free Fishing Day – Saturday, April 11 from 6:00am to 2:00pm at Paradise Lake.
- c. Gold Nugget Craft Fair – This 47<sup>th</sup> annual event takes place April 25<sup>th</sup> and 26<sup>th</sup> at the Terry Ashe Recreation Center.
- d. Finalizing Neighbor-to-Neighbor Grant – Staff are completing the final report and reimbursement request for Neighbor-to-Neighbor as well as updating the case study report with final numbers (Attachment K).

### Photographs



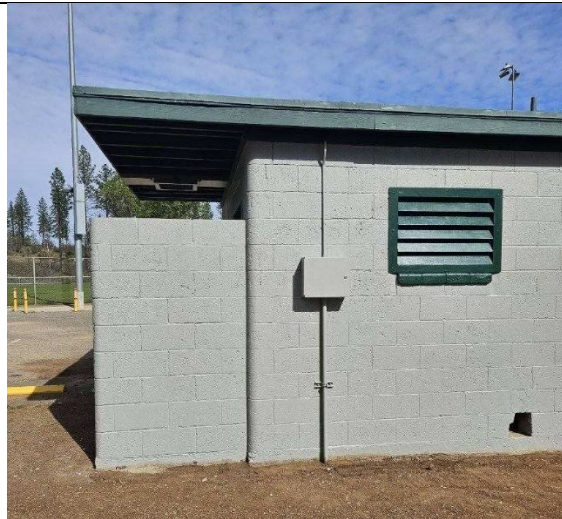
*Figure 1. Fallen fence at the Aquatic Park after it fell during the last storm.*



*Figure 2. The Aquatic Park fence after the maintenance crew fixed it.*



*Figure 3. Ball Park facilities are being repainted (Before).*



*Figure 4. Ball Park facilities are being repainted (After).*



Figure 5. Maintenance hung the new outfield netting.



Figure 6. The maintenance crew is doing more work to make Bille Park ADA accessible.



Figure 7. PRPD park kiosk before the new logo.



Figure 8. PRPD park kiosk after the new logo.



Figure 9. PRPD park kiosk before the new logo.



Figure 10. PRPD park kiosk before the new logo.



Figure 11. Tiny Tots at their St. Patrick's Day Celebration.



Figure 12. Tiny Totters, cruising around on their bikes and scooters.

**Attachments:**

- A. Rough Draft Budget
- B. Capital Improvement Project (CIP) requests
- C. Updated Standing Committee Assignments
- D. Balance Sheet
- E. YTD Profit & Loss Budget vs. Actual
- F. Monthly Profit & Loss
- G. Investment and Reserve
- H. Meeder Investment Report
- I. California Class Report
- J. Honey Run Covered Bridge Association – letter proposal (2/25/26)
- K. Neighbor-to-Neighbor Case Study

[https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2026/26.0408/2026.0408.BOD.District.Report.docx](https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2026/26.0408/2026.0408.BOD.District.Report.docx)  
4/2/2026

**Paradise Recreation & Park District - General Fund (2510) Budget**

Fiscal Year: **2026-2027** Resolution #25-06-1-546  
3/9/2026 Exhibit A

Description	Code	2027	FY 2026-2027
		Budget	Estimated Budget
<b>Operating Budget</b>			
<b>Funding Resources</b>			
<b>Income</b>			
4100 · Tax Revenue	4100	1,358,000	1,405,600
4200 · Impact Fee revenue	4200	140,000	144,900
4300 · Program Income	4300	319,800	335,800
4350 · Concession & Merchandise sales	4350	500	600
4400 · Donation & Fundraising Income	4400	50,000	51,800
4500 · Grant Income	4500	2,500,000	2,587,500
4600 · Other Revenue	4600	400,000	414,000
4900 · Interest Income	4900	1,101,500	1,101,500
<b>Total Income</b>		<b>5,869,800</b>	<b>6,041,700</b>
<b>Expense</b>			
5000 · Payroll Expenses	5000	3,878,400	3,995,100
5100 · Program Expenses	5100	114,300	117,900
5140 · Fundraising Expense	5140	2,000	2,100
5200 · Advertising & Promotion	5200	14,000	14,500
5220 · Bank & Merchant Fees	5220	7,000	7,300
5230 · Contributions to Others	5230	30,000	30,900
5240 · Copying & Printing	5240	18,000	18,600
5260 · Dues, Mbrshps, Subscr, & Pubs	5260	69,000	71,100
5270 · Education, Training & Staff Dev	5270	21,000	21,700
5280 · Equip., Tools & Furn (<\$5k)	5280	125,000	128,800
5290 · Equipment Rental	5290	30,000	30,900
5300 · Insurance	5300	187,000	192,700
5310 · Interest Expense	5310	400	500
5320 · Miscellaneous Expense	5320	100	200
5330 · Professional & Outside services	5330	916,000	943,500
5340 · Postage & Delivery	5340	1,100	1,200
5350 · Rent-Facility use fees	5350	30,000	30,900
5360 · Repair & Maintenance	5360	205,000	211,500
5370 · Supplies - Consumable	5370	36,500	37,700
5380 · Taxes, Lic., Notices & Permits	5380	20,000	20,600
5390 · Telephone & Internet	5390	35,000	36,100
5400 · Transportation, Meals & Travel	5400	61,000	63,000
5410 · Utilities	5410	199,600	205,700
<b>Total Expense</b>		<b>6,000,400</b>	<b>6,182,500</b>
<b>Total Net Operating Income and Expenses</b>		<b>-130,600</b>	<b>-140,800</b>

Summary	Code	FY 2026-2027	FY 2026-2027
<b>Grand Total Budget</b>			<b>Estimated</b>
Total Income		5,869,800	6,041,700
Expense			
Total Salary and Benefits		3,878,400	3,995,100
Total Services and Supplies		2,092,000	2,156,500
Total Contributions to Others		30,000	30,900

**Paradise Recreation & Park District - General Fund (2510) Budget**

Fiscal Year: **2026-2027** Resolution #25-06-1-546  
3/9/2026 Exhibit A

Description	Code	2027	FY 2026-2027
		Budget	Estimated Budget
Total Expense		6,000,400	6,182,500
Total Net Operating Income and Expenses		-130,600	-140,800
Allocations from Reserve Funds		130,600	140,800
<b>Total Adjusted Net</b>		<b>0</b>	<b>0</b>
<b>Appropriations for Contingencies</b>	<b>1033.03</b>	<b>600,040</b>	<b>618,250</b>

**Projected Equity**

Description	Code	Beginning Assigned	FY 2026-2027	FY 2026-2027	FY 2026-2027
		Beginning Balance	Fund Allocation (TBD)	Projected Ending Balance	
<b>Treasury Reserve Funds</b>					
Accumulated Capital Outlay (ACO)	1012	56,700	-	56,700	
General Reserve	1013	3,000	-	3,000	
Imprest Reserve	1005	300	-	300	
<b>Ending Treasury Reserve Funds</b>		<b>60,000</b>	<b>-</b>	<b>60,000</b>	
<b>Investment Reserves 1033</b>					
CalPERS 115 Trust	1033.01	8,256	(8,256)	-	
Capital Improvement & Acquisition	1033.02	9,724,101	(4,600,000)	5,124,101	
Current Operations	1033.03	1,544,338	(130,600)	1,413,738	
Designated Project/Special Use/Grant Matching	1033.04	1,133,958	235,000	1,368,958	
Future Operations	1033.05	18,103,368	-	18,103,368	
Technology	1033.06	155,148	(93,100)	62,048	
Vehicle Fleet & Equipment	1033.07	776,400	(160,000)	616,400	
<b>Ending Investment Reserve Funds</b>		<b>31,445,568</b>	<b>(4,756,956)</b>	<b>26,688,613</b>	
<b>Designated Treasury Funds 1100</b>		<b>274,600</b>	<b>(72,000)</b>	<b>202,600</b>	
<b>Impact &amp; Development 1119</b>		<b>1,177,300</b>	<b>(749,000)</b>	<b>428,300</b>	
<b>Ending Assigned</b>		<b>32,957,468</b>	<b>(5,577,956)</b>	<b>27,379,513</b>	

Notes:

policy.

Above does not show the District's cash and operating accounts.

### Paradise Recreation & Park District

#### Capital Improvement Project (10 Year) - Summary of Projects

FY 2026-2027

Id #	Project Year	FY Beginning					Subtotal	Year X	Total
		2026	2027	2028	2029	2030	2031-2034	>2035	
		1	2	3	4	5	Yrs 6-9	>10	
1	District Security, Conservation, and Efficiency Investments	335,000	183,000	138,000	104,000	93,000	218,900	125,000	1,415,800
2	Land Acquisition	1,764,000	2,245,000	1,313,500	678,000	353,000	459,000	578,000	7,849,500
3	New Park and Facility Development	3,869,000	5,038,000	2,183,000	1,209,500	319,300	600,000	8,000,000	21,818,800
4	Camp Fire Recovery Projects	2,270,000	2,233,000	519,000	300,000	-	-	-	5,322,000
5	Existing Park Improvements and Development	920,000	1,368,000	570,000	269,000	183,000	616,300	2,450,000	6,992,600
6	Trails Development Project	320,000	315,000	113,000	89,000	18,000	69,000	630,000	1,623,000
7	Planning: Strategic, Master, Park, and Management Plans	755,000	726,250	335,125	205,750	105,500	329,400	793,000	3,579,425
8	Aquatic Park and Concow Pool Improvements	570,000	140,000	70,000	35,000	18,000	39,000	9,185,000	10,096,000
9	Vehicle Fleet and Equipment, and Technology Investments	280,000	278,000	243,000	224,000	230,200	487,000	295,000	2,524,200
<b>Total</b>		<b>11,083,000</b>	<b>12,526,250</b>	<b>5,484,625</b>	<b>3,114,250</b>	<b>1,320,000</b>	<b>2,818,600</b>	<b>22,056,000</b>	<b>61,221,325</b>

### Paradise Recreation & Park District

#### Capital Improvement Project (10 Year) - Summary of Funding Sources

FY 2026-2027

Task	FY Beginning					Subtotal	Year X	Total
	2026	2027	2028	2029	2030	2031-2034	>2035	
1. Acquisition	1,680,000	2,138,000	1,250,500	645,000	336,000	436,000	550,000	7,471,500
2. Planning	849,000	853,250	408,125	246,750	128,500	360,300	846,000	4,052,225
3. Park Development	4,189,000	5,353,000	2,296,000	1,298,500	337,300	669,000	8,630,000	23,441,800
4. Park Improvements, Repair and Renovation	1,815,000	1,671,000	768,000	400,000	288,000	866,300	11,735,000	18,409,600
5. Equipment Purchases	280,000	278,000	243,000	224,000	230,200	487,000	295,000	2,524,200
6. Insurance Rebuild	2,270,000	2,233,000	519,000	300,000	-	-	-	5,322,000
7. Other	-	-	-	-	-	-	-	-
<b>Total</b>	<b>11,083,000</b>	<b>12,526,250</b>	<b>5,484,625</b>	<b>3,114,250</b>	<b>1,320,000</b>	<b>2,818,600</b>	<b>22,056,000</b>	<b>61,221,325</b>

Funding Source	FY Beginning					Subtotal	Year X	Total
	2026	2027	2028	2029	2030	2031-2034	>2035	
Capital Improvement & Acquisition Reserve	4,600,000	3,141,000	658,500	294,800	100,400	-	-	8,794,700
Designated Project/Special Use/Grant Matching Reserve	235,000	190,000	37,500	35,000	-	-	-	497,500
Donations	110,000	25,000	7,000	-	-	-	-	142,000
General Fund	210,000	170,600	85,000	63,600	15,900	7,000	-	559,100
Grant	3,487,000	4,213,125	1,298,063	214,125	-	-	-	9,212,313
Incorporated Impact Fees	470,000	75,000	65,000	-	-	-	-	610,000
Technology Reserve	93,100	47,500	47,500	32,500	-	-	-	220,600
Unidentified	1,438,900	4,456,725	3,088,463	2,299,325	1,023,500	2,811,600	22,056,000	39,986,113
Unincorporated Impact Fees	279,000	42,500	27,800	-	-	-	-	349,300
Vehicle Fleet & Equipment Reserve	160,000	164,800	169,800	174,900	180,200	-	-	849,700
<b>Total</b>	<b>11,083,000</b>	<b>12,526,250</b>	<b>5,484,625</b>	<b>3,114,250</b>	<b>1,320,000</b>	<b>2,818,600</b>	<b>22,056,000</b>	<b>61,221,325</b>

Notes: Year X are future projects without a set time or necessary projects beyond current budget projections.

***Paradise Recreation and Park District  
2026 STANDING COMMITTEES***

**COMMITTEE GUIDELINES**

- ❑ Committees meet on an as needed basis and require sufficient time to allow for staff study or research to ensure that the board uses good information, proper context, to allow for good communication and proper input and direction. All Committees are comprised of less than a quorum of the Board. Any decisions subject to Board action will be considered by the full Board and may be reviewed and recommended through one of the standing committees.
- ❑ It is recommended that one current committee member stay on each standing committee to assure continuity on pending issues.
- ❑ Paradise Recreation and Park District (PRPD) Standing Committees meet the definition of a legislative body as outlined in the California Government Code, commonly known as the Brown Act. Established committees include Personnel, Finance, and Recreation and Park.
- ❑ Under California Government Code §54953, all meetings of a legislative body of a local agency must be open and public with exceptions.
- ❑ Ad-hoc or Temporary Committees are:
  - Appointed for specific tasks and meet solely on matters within their assigned responsibilities.
  - Formed for short-term purposes, consist of fewer than a quorum of Board members, and provide recommendations to staff. Any decisions requiring Board approval are reviewed by the full Board and may be routed through standing committees for recommendations.

**PERSONNEL:**

- **Members:** Steve Rodowick (Chair), Jolene Levey
- **Meets:** 3rd Tuesday of each month at 3 p.m.
- **Responsibilities:**
  - *Review and recommend staff salary and wages*
  - *Review general staffing needs*
  - *Review and recommend other personnel matters as needed*
  - *Budget study and review (personnel)*
  - *Meet as needed to observe daily operation*
  - *Provide Board and Staff Liaison and subjects related thereto.*

**FINANCE:**

- **Members:** John Stonebraker (Chair), Al McGreehan
- **Meets:** 3rd Thursday of each month at 1:30 p.m.
- **Responsibilities:**
  - *Review and recommend equipment and projects for Fixed Assets*
  - *Review budget and general finance items as needed*
  - *Review short- and long-term capital improvement plan*
  - *Budget study and review (income and expense)*

**Paradise Recreation and Park District  
2026 STANDING COMMITTEES**

- Evaluate development and assessment fees as needed
- Review and amend Marketing Plan as needed

**RECREATION AND PARK:**

- **Members:** Al McGreehan (Chair), Robert Anderson
- Meets:** 3rd Tuesday of each month at 1 p.m.
- **Responsibilities:**
  - Visit facilities and review needs
  - Review Town and County general plan and District Master Plan, as well as each implementation status of parks and plans
  - Review and recommend various facility use agreements as needed
  - Meet with Paradise Unified School District as needed
  - Serve as liaisons to other public agencies
  - Meet as needed on program and facility related items.



**TEMPORARY/AD-HOC ADVISORY COMMITTEE ASSIGNMENTS**

- **Honey Run Covered Bridge Association Committee** (McGreehan/Rodowick + Staff)  
Established 10/9/24



**COMMUNITY LIAISON ASSIGNMENTS**

<b>Organization</b>	<b>Assigned Member(s)</b>
Butte County Forest Advisory Council	Stonebraker
Concow/Yankee Hill	Anderson
County Board of Supervisors	Rodowick/Stonebraker
Golden Feather Union Elementary School District	Anderson
Honey Run Covered Bridge Association (HRCBA)	McGreehan/ Rodowick
Butte County LAFCO	McGreehan
Paradise Citizen’s Alliance (PCA)	McGreehan
Paradise Irrigation District (PID)	Rodowick
Paradise Arts District (aka PATCH)	McGreehan/ Rodowick-Alternate
PUSD Board of Trustees	Rodowick/McGreehan
Strategic Park Planning - Technical Advisory Committee (Buffer Project)	Rodowick/McGreehan-Alternate
Town of Paradise	McGreehan/ Rodowick- Alternate Stonebraker
Upper Ridge Com. Council	Stonebraker

Board Approval: TBD

O:\BOD\BOD\_Committees\2025.Standing Committee Assignments\_ Approved.doc

2:00 PM

04/02/26

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of March 31, 2026

	Mar 31, 26
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · 1 Tri Counties Bank Checking	576,983.33
1003 · Five Star Bank - Payroll	81,406.29
1005 · Petty Cash	300.00
1008 · North Valley Community Found	12,932.68
1010 · Treasury Cash - 2510	
1011 · General Operating	-200,320.35
1012 · ACO Reserve	606,700.00
1013 · General Reserve	3,000.00
1014 · Deposits held for others	1,000.00
1010 · Treasury Cash - 2510 - Other	20,000.00
<b>Total 1010 · Treasury Cash - 2510</b>	<b>430,379.65</b>
<b>1030 · Investments</b>	
1031 · Five Star Bank Money Market	3,888,107.79
1032 · Five Star Bank Grant M. M.	738,078.16
<b>1033 · Investment Reserves</b>	
1033.01 · CalPERS 115 Trust	8,255.50
1033.02 · Capital Improvement & Acquisit	9,724,100.76
1033.03 · Current Operations	1,544,337.11
1033.04 · Desig Proj/Sp Use/Grant Match	1,133,957.59
1033.05 · Future Operations	18,103,368.24
1033.06 · Technology	155,148.07
1033.07 · Vehicle Fleet & Equipment	776,400.33
<b>Total 1033 · Investment Reserves</b>	<b>31,445,567.60</b>
1034 · US Bank (Meeder Investments)	246,719.00
1035 · Tri Counties Bank	543,690.61
1036 · California Class	7,850.78
<b>Total 1030 · Investments</b>	<b>36,870,013.94</b>
<b>1100 · Designated Treasury Funds</b>	
1112 · Grosso Endowment-2512	54,619.72
1113 · Grosso Scholarship-2513	5,489.54
<b>1114 · Designated Donations-2514</b>	
1114.1 · Parks & Facilities Donations	10,817.21
<b>1114.2 · Recreation Donations</b>	
1114.3 · Scholarship Donations	7,668.93
1114.2 · Recreation Donations - Other	6,254.35
<b>Total 1114.2 · Recreation Donations</b>	<b>13,923.28</b>
1114.4 · General Donations	26,233.88
<b>Total 1114 · Designated Donations-2514</b>	<b>50,974.37</b>
<b>Total 1100 · Designated Treasury Funds</b>	<b>111,083.63</b>
<b>1119 · Impact Fees</b>	
1120 · Sub Div Fees - 2520	10,650.96
1121 · Park Acqui Unincorp - 2521	87,860.93
1122 · Park Dev Unincorp - 2522	219,736.56
1124 · District Fac Unincorp - 2524	73,199.00
1126 · Park Acqui Incorp - 2526	205,242.28
1127 · Park Dev Incorp - 2527	765,714.17
1128 · District Fac Incorp - 2528	33,904.77
<b>Total 1119 · Impact Fees</b>	<b>1,396,308.67</b>
<b>Total Checking/Savings</b>	<b>39,479,408.19</b>
<b>Other Current Assets</b>	
1310 · Miscellaneous Receivables	-0.02
1500 · FMV Adjustments	

2:00 PM

04/02/26

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of March 31, 2026

	Mar 31, 26
1510 · FMV Adjustment-2510	2.76
1512 · FMV Adjustment-2512	307.34
1513 · FMV Adjustment-2513	31.28
1500 · FMV Adjustments - Other	4,716.38
Total 1500 · FMV Adjustments	5,057.76
Total Other Current Assets	5,057.74
Total Current Assets	39,484,465.93
<b>Fixed Assets</b>	
1710 · Land	4,757,264.52
1715 · Land Development	19,349.00
1720 · Buildings	9,711,825.87
1730 · Furn., Fixtures & Equip (>\$5k)	1,733,844.02
1740 · Vehicles	164,951.27
1798 · Accum Depr - Furn Fixture Equip	-755,179.26
1799 · Accum Depr - Buildings	-5,072,658.01
1800 · Construction in Progress	
1810 · CIP-Planning	
1810.1 · CIP-BSF Park Planning	157,272.27
1810.2 · CIP-Yellowstone Kelly (YK)	19,569.00
1810.3 · CIP-Buffer Study (BRIC)	211,733.87
1810.4 · CIP-OHV Study	110,830.93
1810.7 · Buffer (OPR)	249,793.24
Total 1810 · CIP-Planning	749,199.31
1820 · CIP-Acquisition	
1820.1 · Oak & Noble Acquisition (SNC)	37,501.12
1820.2 · Buffer (TNC)	77,664.34
Total 1820 · CIP-Acquisition	115,165.46
1830 · CIP-Development	
1830.1 · CIP-Aquatic Park Lighting	580.01
1830.2 · CIP-State Park Grant (SPPG)	583,461.90
1830.3 · CIP-Per Capita Program (PCP)	116,650.65
Total 1830 · CIP-Development	700,692.56
1840 · CIP-Facility & Park Amenities	
1840.1 · CIP-Paradise Pool Swim Blocks	1,247.17
1840.10 · CIP-GameTime Playground (GT)	5,240.65
1840.4 · CIP-RTGGP Trails Grant	53,799.77
1840.5 · Existing Park Improvements	450,376.63
1840.7 · Recovery Projects	488,230.50
1840.8 · CIP-Rotary Grant (PRF)	14,820.93
1840.9 · CIP-Rural Rec & Tourism (RRT)	160,329.52
Total 1840 · CIP-Facility & Park Amenities	1,174,045.17
1850 · CIP-Programs	
1850.1 · North Valley Com Found -HTTN	323.04
1850.2 · Elements Grant (CNRA)	211,157.78
1850.3 · Far Northern Grant (FNRC)	19,023.35
1850.4 · Neighbor to Neighbor Grant(NTN)	202,398.15
1850.5 · Town of Paradise-CDBG	683.08
Total 1850 · CIP-Programs	433,585.40
Total 1800 · Construction in Progress	3,172,687.90
Total Fixed Assets	13,732,085.31
<b>Other Assets</b>	
1900 · PCV Promissory Note	300,322.00
1950 · Deferred Outflow - Pension	404,075.00

2:00 PM  
04/02/26  
Accrual Basis

**PRPD**  
**Balance Sheet**  
As of March 31, 2026

	Mar 31, 26
Total Other Assets	704,397.00
<b>TOTAL ASSETS</b>	<b>53,920,948.24</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	76,877.02
<b>Total Accounts Payable</b>	76,877.02
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	
2110 · Wages Payable	41,266.91
2120 · Payroll Taxes Payable	4,813.29
2130 · Health Benefits Payable	2,049.26
2160 · 457 Retirement Payable	-500.00
2170 · CalPers Payable	-1,096.31
2190 · Accrued Leave Payable	
2192 · Sick leave payable	50,068.39
2193 · Vacation leave payable	16,000.00
<b>Total 2190 · Accrued Leave Payable</b>	66,068.39
<b>Total 2100 · Payroll Liabilities</b>	112,601.54
2200 · Accrued Expenses	5,699.96
2300 · Deposits - refundable	1,000.00
2400 · Deferred Revenue	
2430 · Deferred Inflow - Pension	7,224.00
2440 · Deferred CIP Revenue	200,000.00
<b>Total 2400 · Deferred Revenue</b>	207,224.00
<b>Total Other Current Liabilities</b>	326,525.50
<b>Total Current Liabilities</b>	403,402.52
<b>Long Term Liabilities</b>	
2805 · CalPers Pension Liability	645,056.00
2806 · OPEB Liability	68,997.00
<b>Total Long Term Liabilities</b>	714,053.00
<b>Total Liabilities</b>	1,117,455.52
<b>Equity</b>	
2030 · Designated for Petty Cash	300.00
<b>3000 · General Fund Balances-2510</b>	
3010 · General Fund Available	291,149.99
3020 · Imprest Cash Reserve	300.00
3030 · General Reserve	3,000.00
3050 · Designated Captial Outlay	606,700.00
<b>Total 3000 · General Fund Balances-2510</b>	901,149.99
<b>3200 · Designated Fund Balances</b>	
3212 · Grosso Endowment-2512	54,619.72
3213 · Grosso Scholarship-2513	5,489.54
3214 · Donations - 2514	77,722.50
3220 · Impact Fees	968,386.65
<b>Total 3200 · Designated Fund Balances</b>	1,106,218.41
3280 · Invest. in General Fixed Assets	3,188,395.18
3900 · Retained Earnings	41,301,410.65
3999 · Opening Balance Equity	-354,580.80
<b>Net Income</b>	6,660,599.29

2:00 PM

04/02/26

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of March 31, 2026

---

	<u>Mar 31, 26</u>
Total Equity	<u>52,803,492.72</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>53,920,948.24</u></b>

2:01 PM

04/02/26

Accrual Basis

**PRPD**  
**Profit & Loss Budget vs. Actual**  
**July 2025 through March 2026**

	Jul '25 - Ma...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 · Tax Revenue	703,564.37	1,331,000.00	-627,435.63	52.9%
4200 · Impact Fee revenue	368,896.17	60,000.00	308,896.17	614.8%
4300 · Program Income	251,881.22	284,000.00	-32,118.78	88.7%
4350 · Concession & Merchandise sales	217.00	500.00	-283.00	43.4%
4400 · Donation & Fundraising Income	101,920.00	25,000.00	76,920.00	407.7%
4500 · Grant Income	1,091,267.30	2,200,000.00	-1,108,732.70	49.6%
4600 · Other Revenue	135,765.82	510,000.00	-374,234.18	26.6%
4900 · Interest Income	1,596,919.41	1,148,250.00	448,669.41	139.1%
<b>Total Income</b>	4,250,431.29	5,558,750.00	-1,308,318.71	76.5%
<b>Gross Profit</b>	4,250,431.29	5,558,750.00	-1,308,318.71	76.5%
<b>Expense</b>				
5000 · Payroll Expenses				
5010 · Wages & Salaries	1,438,210.08	2,719,200.00	-1,280,989.92	52.9%
5020 · Employer Taxes	109,944.71	184,000.00	-74,055.29	59.8%
5030 · Employee Benefits				
5030.1 · Retired Health Premium Employer	5,688.00			
5030.2 · Admin Fee for Active	66.89			
5030.3 · Admin Fee for Retired	26.39			
5030 · Employee Benefits - Other	330,676.41	600,000.00	-269,323.59	55.1%
<b>Total 5030 · Employee Benefits</b>	336,457.69	600,000.00	-263,542.31	56.1%
5040 · Workers Comp Expense	126,088.00	175,800.00	-49,712.00	71.7%
5060 · Other Personnel Costs	3,386.91	13,000.00	-9,613.09	26.1%
<b>Total 5000 · Payroll Expenses</b>	2,014,087.39	3,692,000.00	-1,677,912.61	54.6%
5100 · Program Expenses				
5110 · Concession & Merchandise Exp.	320.65	1,500.00	-1,179.35	21.4%
5120 · Program Contract Labor	4,005.00	35,000.00	-30,995.00	11.4%
5130 · Program Supplies	14,010.76	58,000.00	-43,989.24	24.2%
<b>Total 5100 · Program Expenses</b>	18,336.41	94,500.00	-76,163.59	19.4%
5140 · Fundraising Expense	0.00	2,000.00	-2,000.00	0.0%
5200 · Advertising & Promotion	5,925.69	20,000.00	-14,074.31	29.6%
5220 · Bank & Merchant Fees	3,459.00	6,500.00	-3,041.00	53.2%
5230 · Contributions to Others	9,000.00	26,500.00	-17,500.00	34.0%
5240 · Copying & Printing	9,163.36	16,500.00	-7,336.64	55.5%
5260 · Dues, Mbrshps, Subscr, & Pubs	31,906.89	50,000.00	-18,093.11	63.8%
5270 · Education, Training & Staff Dev	6,785.04	13,000.00	-6,214.96	52.2%
5280 · Equip., Tools & Furn (<\$5k)				
5282 · Office ET&F	12,320.93	19,000.00	-6,679.07	64.8%
5284 · Program ET&F	276.32	9,500.00	-9,223.68	2.9%
5286 · Small Tools & Equipment	9,911.82	19,500.00	-9,588.18	50.8%
<b>Total 5280 · Equip., Tools &amp; Furn (&lt;\$5k)</b>	22,509.07	48,000.00	-25,490.93	46.9%
5290 · Equipment Rental	9,867.12	29,000.00	-19,132.88	34.0%
5300 · Insurance	158,330.00	187,000.00	-28,670.00	84.7%
5310 · Interest Expense	334.06	200.00	134.06	167.0%
5320 · Miscellaneous Expense	0.00	100.00	-100.00	0.0%
5330 · Professional & Outside services				
5332 · Accounting	87,857.65	35,000.00	52,857.65	251.0%
5334 · Legal	10,222.50	14,000.00	-3,777.50	73.0%
5336 · Engineering	57,216.40	385,000.00	-327,783.60	14.9%
5338 · Other Prof. & Outside Labor	315,612.50	416,000.00	-100,387.50	75.9%
<b>Total 5330 · Professional &amp; Outside services</b>	470,909.05	850,000.00	-379,090.95	55.4%
5340 · Postage & Delivery	546.87	1,100.00	-553.13	49.7%
5350 · Rent-Facility use fees	18,932.42	30,000.00	-11,067.58	63.1%
5360 · Repair & Maintenance				
5361 · Building R&M	2,684.29	5,000.00	-2,315.71	53.7%

2:01 PM

04/02/26

Accrual Basis

**PRPD**  
**Profit & Loss Budget vs. Actual**  
**July 2025 through March 2026**

	Jul '25 - Ma...	Budget	\$ Over Bud...	% of Budget
5362 · Equipment R&M	4,828.48	20,400.00	-15,571.52	23.7%
5363 · General R&M	2,318.59	7,200.00	-4,881.41	32.2%
5364 · Grounds R&M	31,696.09	61,200.00	-29,503.91	51.8%
5365 · Pool R&M	41,638.42	66,300.00	-24,661.58	62.8%
5366 · Vehicle R&M	13,225.04	15,300.00	-2,074.96	86.4%
5367 · Janitorial	12,081.31	15,300.00	-3,218.69	79.0%
5368 · Security	2,841.19	6,200.00	-3,358.81	45.8%
5369 · Vandalism	336.68	2,100.00	-1,763.32	16.0%
<b>Total 5360 · Repair &amp; Maintenance</b>	<b>111,650.09</b>	<b>199,000.00</b>	<b>-87,349.91</b>	<b>56.1%</b>
5370 · Supplies - Consumable				
5372 · Office Supplies	7,517.41	20,500.00	-12,982.59	36.7%
5374 · Safety & staff supplies	9,190.81	11,500.00	-2,309.19	79.9%
<b>Total 5370 · Supplies - Consumable</b>	<b>16,708.22</b>	<b>32,000.00</b>	<b>-15,291.78</b>	<b>52.2%</b>
5380 · Taxes, Lic., Notices & Permits	9,604.84	21,000.00	-11,395.16	45.7%
5390 · Telephone & Internet	31,054.79	35,000.00	-3,945.21	88.7%
5400 · Transportation, Meals & Travel				
5402 · Air, Lodging & Other Travel	2,493.51	9,000.00	-6,506.49	27.7%
5404 · Fuel	22,493.10	44,500.00	-22,006.90	50.5%
5406 · Meals	7,863.03	11,000.00	-3,136.97	71.5%
5408 · Mileage & Auto Allowance	166.80	1,000.00	-833.20	16.7%
<b>Total 5400 · Transportation, Meals &amp; Travel</b>	<b>33,016.44</b>	<b>65,500.00</b>	<b>-32,483.56</b>	<b>50.4%</b>
5410 · Utilities				
5412 · Electric & Gas	74,315.27	119,000.00	-44,684.73	62.4%
5414 · Water	29,940.05	45,000.00	-15,059.95	66.5%
5416 · Garbage	23,434.42	34,000.00	-10,565.58	68.9%
<b>Total 5410 · Utilities</b>	<b>127,689.74</b>	<b>198,000.00</b>	<b>-70,310.26</b>	<b>64.5%</b>
<b>Total Expense</b>	<b>3,109,816.49</b>	<b>5,616,900.00</b>	<b>-2,507,083.51</b>	<b>55.4%</b>
<b>Net Ordinary Income</b>	<b>1,140,614.80</b>	<b>-58,150.00</b>	<b>1,198,764.80</b>	<b>-1,961.5%</b>
<b>Other Income/Expense</b>				
Other Income				
9910 · Donated Property	5,520,142.34			
<b>Total Other Income</b>	<b>5,520,142.34</b>			
Other Expense				
9999 · Misc. Expense	157.85			
<b>Total Other Expense</b>	<b>157.85</b>			
<b>Net Other Income</b>	<b>5,519,984.49</b>			
<b>Net Income</b>	<b>6,660,599.29</b>	<b>-58,150.00</b>	<b>6,718,749.29</b>	<b>-11,454.2%</b>

2:02 PM

04/02/26

Accrual Basis

**PRPD**  
**Profit & Loss**  
**March 2026**

	Mar 26
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4200 · Impact Fee revenue	186,551.58
4300 · Program Income	35,331.74
4400 · Donation & Fundraising Income	198.00
4500 · Grant Income	93,777.57
4600 · Other Revenue	110.80
4900 · Interest Income	258,453.55
<b>Total Income</b>	574,423.24
<b>Gross Profit</b>	574,423.24
<b>Expense</b>	
5000 · Payroll Expenses	
5010 · Wages & Salaries	147,191.88
5020 · Employer Taxes	10,809.42
5030 · Employee Benefits	42,806.87
5040 · Workers Comp Expense	31,522.00
5060 · Other Personnel Costs	139.28
<b>Total 5000 · Payroll Expenses</b>	232,469.45
5100 · Program Expenses	
5110 · Concession & Merchandise Exp.	35.87
5120 · Program Contract Labor	1,686.00
5130 · Program Supplies	369.99
<b>Total 5100 · Program Expenses</b>	2,091.86
5200 · Advertising & Promotion	759.84
5220 · Bank & Merchant Fees	10.94
5230 · Contributions to Others	6,000.00
5240 · Copying & Printing	503.78
5260 · Dues, Mbrshps, Subscr, & Pubs	783.76
5270 · Education, Training & Staff Dev	126.87
5280 · Equip., Tools & Furn (<\$5k)	
5286 · Small Tools & Equipment	1,702.59
<b>Total 5280 · Equip., Tools &amp; Furn (&lt;\$5k)</b>	1,702.59
5290 · Equipment Rental	1,431.45
5310 · Interest Expense	22.81
5330 · Professional & Outside services	
5332 · Accounting	4,971.10
5334 · Legal	4,837.50
5336 · Engineering	352.50
5338 · Other Prof. & Outside Labor	58,288.14
<b>Total 5330 · Professional &amp; Outside services</b>	68,449.24
5340 · Postage & Delivery	164.56
5350 · Rent-Facility use fees	1,634.00
5360 · Repair & Maintenance	
5361 · Building R&M	73.74
5362 · Equipment R&M	1,308.36
5363 · General R&M	33.09
5364 · Grounds R&M	12,381.14
5365 · Pool R&M	606.88
5366 · Vehicle R&M	2,334.76
5367 · Janitorial	1,255.12
5368 · Security	88.00
<b>Total 5360 · Repair &amp; Maintenance</b>	18,081.09
5370 · Supplies - Consumable	
5372 · Office Supplies	1,328.49
5374 · Safety & staff supplies	232.08
	232.08

2:02 PM

04/02/26

Accrual Basis

**PRPD**  
**Profit & Loss**  
**March 2026**

---

	<u>Mar 26</u>
Total 5370 · Supplies - Consumable	1,560.57
5380 · Taxes, Lic., Notices & Permits	2,915.70
5390 · Telephone & Internet	3,391.01
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	0.00
5404 · Fuel	2,025.84
5406 · Meals	647.78
Total 5400 · Transportation, Meals & Travel	<u>2,673.62</u>
5410 · Utilities	
5412 · Electric & Gas	3,910.03
5414 · Water	5,559.92
5416 · Garbage	4,568.36
Total 5410 · Utilities	<u>14,038.31</u>
Total Expense	<u>358,811.45</u>
Net Ordinary Income	<u>215,611.79</u>
Net Income	<u><u>215,611.79</u></u>

**Paradise Recreation & Park District  
Investment & Reserves Report  
31-Mar-26**

Summary						Annual
Reserve Funds	Maximum Target	6/30/2025 Balance	FY 2025-2026 Allocated	FY 2025-2026 Interest	3/31/2026 Balance	Funding Goal
CalPERS 115 Trust	500,000	7,954.98	0.00	305.55	8,260.53	30,000
Capital Improvement & Acquisition	25,000,000	10,491,808.36	-1,895,000.00	374,923.89	8,971,732.25	100,000
Current Operations	8,000,000	6,000,000.00	-4,515,000.00	68,775.66	1,553,775.66	50,000
Designated Project/Special Use/Grant Matching	1,500,000	1,057,311.54	0.00	40,610.74	1,097,922.28	50,000
Future Operations	25,000,000	20,293,297.44	0.00	779,454.17	21,072,751.61	100,000
Technology	150,000	160,291.30	0.00	6,156.70	166,448.00	5,000
Vehicle Fleet & Equipment	1,000,000	822,007.19	0.00	31,572.84	853,580.03	75,000
<b>Total Reserves Funds</b>	<b>61,150,000</b>	<b>38,832,670.81</b>	<b>-6,410,000.00</b>	<b>1,301,799.55</b>	<b>33,724,470.36</b>	<b>410,000</b>

Detail		
Reserve Accounts	3/31/2026	FY 2024 - 2025 Interest Earned
CalPERS 115 Trust	8,260.53	50.20
Capital Improvement & Acquisition	8,971,732.25	54,527.32
Current Operations	1,553,775.66	9,443.35
Designated Project/Special Use/Grant Matching	1,097,922.28	6,672.82
Future Operations	21,072,751.61	128,073.45
Technology	166,448.00	1,011.62
Vehicle Fleet & Equipment	853,580.03	5,187.79
Additional Interest	0.00	49,475.40
<b>Total Reserve Accounts</b>	<b>33,724,470.36</b>	<b>254,441.95</b>

Five Star	Beginning Balance	Change	Interest Earned	Ending Balance
Grant Money Market Account	735,650.86	0.00	2,427.30	738,078.16
Five Star Investment Money Market	1,661,930.73	0.00	5,483.59	1,667,414.32
Payroll Interest Checking	42,665.81	36,689.07	3.29	79,358.17
<b>Total Five Star</b>	<b>2,440,247.40</b>	<b>36,689.07</b>	<b>7,914.18</b>	<b>2,484,850.65</b>

Tri Counties	Beginning Balance	Deposits	Checks/Fees	Ending Balance
Money Market (as of Mar. 31, 2026)	542,106.31	1,584.30	0.00	543,690.61
Checking (as of Feb. 28, 2026)	1,151,271.80	139,103.07	1,025,910.68	264,464.19
<b>Total</b>	<b>1,693,378.11</b>	<b>140,687.37</b>	<b>1,025,910.68</b>	<b>808,154.80</b>

<b>Total in interest earning accounts</b>	<b>36,753,011.62</b>	<b>258,456.84</b>
<b>Other Investment Income</b>		<b>0.00</b>
<b>Total</b>		<b>258,456.84</b>

*Paradise Recreation & Park District's (District) Investment Policy describes the District's commitment to managing risk by selecting investment products based on safety, liquidity and yield. Per California Government Code Section 53600 et. seq., specifically section 53646 and section 53607, this investment report details all investment-related activity in the current period. District investable funds are currently invested in Five Star Bank which meets those standards. That being said, the District's Investment Policy remains a prudent investment course, and is in compliance with the "Prudent Investor's Policy" designed to protect public funds.*

## Portfolio Summary

**4.32**

Weighted Average Yield to Maturity

**2.60**

Weighted Average Maturity (Years)

**2.30**

Portfolio Effective Duration (Years)

**2.48**

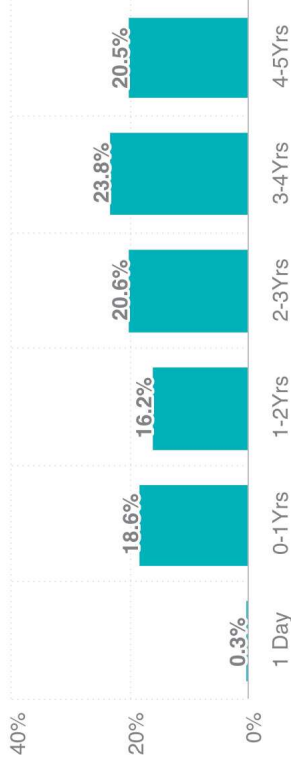
Weighted Average Life (Years)

**AA**

Average Credit Rating



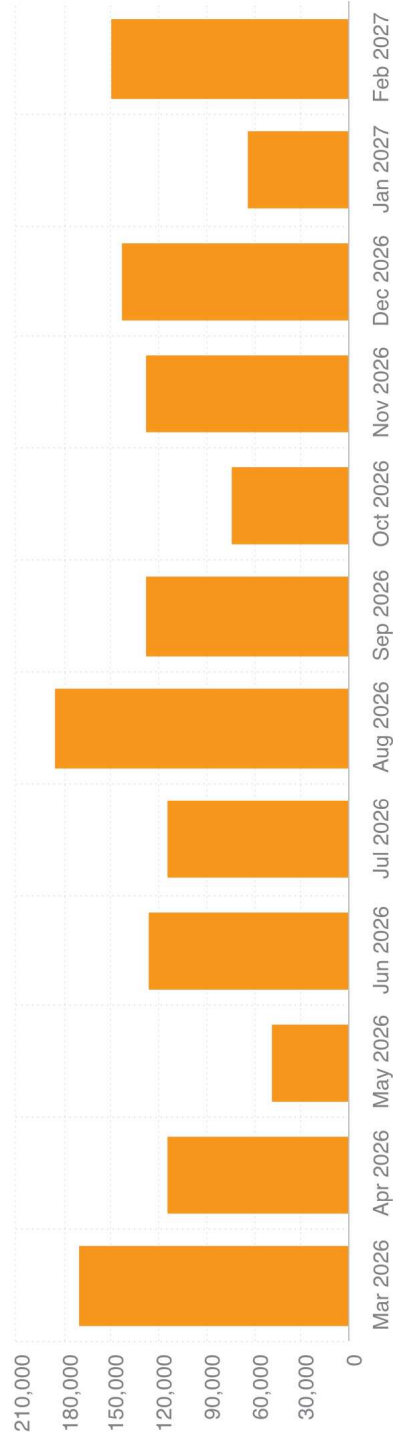
## Custodial Reconciliation



## Sector Allocation



## Projected Monthly Income Schedule



	CURRENT MONTH
<b>Beginning</b>	<b>32,596,225.99</b>
Contributions/Withdrawals	0.00
Management Fees	(1,955.28)
Custodian Fees	(205.35)
Realized Gains Losses	142,243.96
Purchased Interest	(4,930.22)
Interest Received	110,311.29
<b>ENDING</b>	<b>32,841,690.39</b>



0000074-0000331 PDF 928179

Paradise Recreation & Park District  
6626 Skyway  
Paradise, CA 95969

California CLASS

California CLASS

Average Monthly Yield: 3.6955%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0077-0001	CC Reserve Fund	1,113,305.13	0.00	0.00	3,493.96	10,236.10	1,113,417.84	1,116,799.09
<b>TOTAL</b>		<b>1,113,305.13</b>	<b>0.00</b>	<b>0.00</b>	<b>3,493.96</b>	<b>10,236.10</b>	<b>1,113,417.84</b>	<b>1,116,799.09</b>

# PARADISE RECREATION & PARK DISTRICT

## PROPOSED CHANGE OF OWNERSHIP

DATED: February 25, 2026

---

### INTRODUCTION

Transferring the ownership and stewardship of an icon such as the Honey Run Covered Bridge is a significant milestone for our community. Transitioning from a dedicated nonprofit board to a public agency such as the Paradise Recreation and Park District (PRPD) presents an opportunity to ensure long-term sustainability while honoring the bridge's deep historical roots.

The most common concern in a public transition is the potential loss of "soul." The Honey Run Covered Bridge Association (HRCBA) believes that any future structure—whether ownership transfer or long-term management agreement—must preserve the bridge's historical integrity, community legacy, and preservation-focused mission.

This document outlines a comprehensive approach to evolving the partnership between HRCBA and PRPD.

---

### EVOLVED ROLE OF HRCBA

HRCBA seeks to maintain involvement with the bridge in an advisory capacity, with formal details to be determined by mutual agreement.

#### **Branding**

The Honey Run Covered Bridge branding shall remain distinct within the PRPD portfolio.

#### **Annual Legacy Events**

Community-led events (Pancake Breakfast, Holiday Faire, etc.) shall continue under guidance

of the HRCBA Advisory Committee. Proceeds may cover event overhead or be donated to PRPD for designated Honey Run Covered Bridge or park improvements.

### **Communication**

PRPD shall appoint a dedicated liaison to meet regularly with the HRCBA Advisory Committee to ensure transparency and coordination.

### **Docent Programs**

HRCBA shall retain the option to manage and lead historical tours and educational programming, preserving the oral history of the canyon and bridge for visitors and students.

---

## **REVENUE SOURCES**

Although the park reopened following the 2018 Camp Fire, revenue was limited due to the inability to host events on the bridge itself. Profit & Loss statements for the three years prior to the fire have been provided for review.

### **Direct Public Support**

\$4,000–\$5,000 annually.

The increase in 2018 was attributable to the sale of commemorative metal hearts supporting the rebuild.

### **Pancake Breakfast**

Historical: \$2,000–\$2,500 annually.

In 2025, attendance exceeded 500 participants with professional event organization and returning sponsors. Gross revenue exceeded \$15,000.

### **Weddings & Events**

Historical: approximately \$20,000 annually.

At the time of the Camp Fire, 20 weddings were booked at \$1,000 per day.

Based on current market research and comparable venue analysis, projected rental fees are anticipated to be \$5,000 per wedding, with projected annual net revenue of approximately \$100,000.

### **Parking (Iron Ranger)**

Historical: \$6,000–\$8,000 annually.

Current average: \$1,000 per month.

Projected annual revenue: \$12,000.

**Rental Income – Caretaker Residence**

\$756 per month

\$9,072 annually

---

## **EXPENSES & LIABILITIES**

### **Operating Expenses**

**Insurance (D&O)**

\$4,500 annually

**Property Taxes**

HRCBA currently maintains nonprofit property tax exemption.

Reassessed property taxes following rebuild: \$66,000.

**Payroll & Wages**

Caretaker: 12 hours per week

\$1,000 per month (\$12,000 annually)

Workers' Compensation: \$1,200 annually

Caretaker Internet (Digital Path): \$233 per month (\$2,800 annually)

---

### **Current Liabilities**

**SBA Loan**

\$420 per month (\$5,040 annually)

Outstanding balance as of 2/4/26: \$91,625.87

---

## **CONSTRUCTION – PHASE 4 (FINAL)**

HRCBA is in the final phase of installing permanent lighting and egress improvements, a requirement of Butte County in order to hold public events and fundraisers.

Contractors associated with this phase:

- Consor Engineering
- Chico Electric

Final expenses remain associated with completion of this phase.

Consor Engineering outstanding Balance: \$17,209

Chico Electric Balance: \$34,775

Chico Electric light installation begins March 2, 2026. Installation is anticipated to require approximately 2–3 weeks.

HRCBA has voted to close the bridge during installation. The bridge may be closed for part or all of March depending on contractor needs and safety considerations.

Final approval is pending Butte County inspection, including Fire Marshal approval. Upon approval, event rentals may resume.

---

## FACILITIES & CAPITAL MAINTENANCE

There are no anticipated capital repairs at this time. However, to modernize and prepare the park for increased capacity:

### **Site Optimization**

#### **Parking & Access:**

Level and pave the main parking lot with efficient striping and clear signage.

#### **Landscaping & Fire Mitigation:**

Implement a native vegetation plan with integrated irrigation.

Maintain a 300-foot “Fire Safe” buffer surrounding the bridge, including:

- Annual brush clearing
- Dead wood removal

- Invasive species mitigation
  - General fuel reduction
- 

## PROPERTY CONDITIONS

There are no agreements, restrictions, easements, or donor conditions currently tied to the property or bridge.

---

## CURRENT STATUS – PROPERTY ON OPPOSITE SIDE OF BUTTE CREEK

HRCBA has had promising discussions with Malcolm McDonald regarding potential donation of property on the northeast side of the bridge.

In prior communication, Malcolm indicated the family would consider donating 2–3 acres on the north side of the new bridge, expanding park footprint and improving creek access.

He expressed that strengthened discussions between HRCBA and PRPD may increase interest in donating a larger parcel.

---

## CHANGE OF OWNERSHIP?

The current MOU between HRCBA and PRPD is up for renewal in June 2026.

Two structural options remain under consideration:

### Option 1

HRCBA retains ownership, with PRPD entering into a long-term management and stewardship agreement, with continued HRCBA advisory involvement.

## Option 2

PRPD assumes ownership and operational responsibility, with HRCBA serving in an advisory capacity.

The goal is to complete a full transition by the end of 2026—whether that transition results in full PRPD ownership or long-term PRPD management under retained HRCBA ownership. Final determination remains subject to mutual board approval.

---

# TRANSITION TIMELINE & DUE DILIGENCE

Due diligence to include:

- Asset Audit: Full inventory of site, rebuild status, funds, and boundaries.
- Legal Review: Review of deeds and easements to ensure clean title transfer.
- Financial Protections: Assumption or resolution of SBA loan; transfer of future tax and legal responsibilities to PRPD upon ownership transfer.
- Replacement-Cost Insurance: PRPD shall maintain coverage sufficient to rebuild the structure in the event of catastrophic loss.

Public access shall remain open 7 days per week, excluding some holidays, maintenance, private events, and construction closures.

---

# HISTORICAL & CULTURAL PRESERVATION PRIORITIES

**Preservation of Legacy**

- Continued recognition of the Honey Run Covered Bridge as an iconic regional landmark.
- Commitment to historically accurate reconstruction and maintenance.
- Preservation of archival materials, photographs, donor records, and documentation.

### **Recognition of Community-Lead Rebuilding**

- Formal acknowledgment of grassroots fundraising and volunteer efforts following the 2018 Camp Fire.
- Installation or preservation of donor recognition signage.
- Commitment to storytelling reflecting the bridge as a symbol of resilience for Butte County.

---

## **MISSION-RELATED PRIORITIES**

- Preserve the bridge as a public recreational and cultural gathering space. No commercialization.
- Assurance that PRPD's stewardship aligns with HRCBA's founding purpose: preserving and protecting the Honey Run Covered Bridge and park for public benefit
- Protect the natural environment surrounding the bridge.
- Good faith effort to expand and protect park grounds in partnership with HRCBA, private landowners, NCRLT, CRHA, Friends of Butte Creek, Butte County, and other community organizations.
- Joint plan to improve parking accessibility and safe pedestrian access.

---

## **OPERATIONAL PRIORITIES**

- Long-term maintenance plan including structural inspections, vegetation management, and fire mitigation.

- Budget allocation specifically earmarked for bridge upkeep, site management, and potential park improvements.
  - As part of any full ownership transition, PRPD shall assume or facilitate satisfaction/forgiveness of the SBA loan obligation by closing of negotiations
  - Clear insurance and risk management policies protecting both the structure and the surrounding park.
  - Financial transparency ensuring restricted funds remain dedicated to bridge preservation.
- 

## **GOVERNANCE & CONTINUITY**

- Advisory or legacy committee representation from former, current, and new HRCBA members.
- Defined transition timeline including transfer of records, contracts, intellectual property, and digital assets.
- Formal written stewardship agreement.
- Five-year strategic plan with annual status updates addressing:
  - Fire risk mitigation
  - Parking improvements
  - Park maintenance and expansion
  - Events and fundraising
  - Financial reporting
  - Continued HRCBA involvement
  -



# Connecting Neighbors to Neighbors, a Paradise Recreation and Park District Case Study

Written by: Kristi Sweeney, Assistant District Manager  
Sophia Munoz-Oliverez, Recreation Specialist – Volunteer Coordinator

## Executive summary

The Neighbor-to-Neighbor project, led by the Paradise Recreation and Park District (PRPD, District) in collaboration with 27 community partners, worked to strengthen social connection and resilience across ridge and valley communities of the 170 square mile District. From June 2024 to March 2026, the initiative addressed the unique challenges of rural, wildfire-impacted communities through inclusive, place-based, and interest-driven programming.

This report summarizes the project’s key strategies, community engagement efforts, survey findings, and the insights that emerged from twenty-two months of activity. It highlights how consistent collaboration, accessible programming, and creative event design helped rebuild relationships, expand opportunities for connection, and support recovery across a dispersed wildland-urban interface.

## Project snapshot

The project served nine neighborhoods composed of six neighborhoods within the Town of Paradise as well as the surrounding unincorporated communities of Magalia, Concow/Yankee Hill, and Butte Creek Canyon. In collaboration with 27 partner organizations composed of local arts groups, environmental organizations, service providers, educational institutions, and community-based nonprofits PRPD created diverse and inclusive opportunities for residents across the District. PRPD together with these partners supported programs that strengthened social ties, promoted resilience, and addressed a wide range of community needs through arts, wellness, environmental action, and disaster preparedness.

*Table 1. Opportunity Data By The Numbers*

<b>Neighbors Engaged</b>	<b>Events Hosted</b>	<b>Volunteer Hours</b>
13,202	671	2126

## Needs

Communities across the District face significant challenges rooted in rural geography, wildfire impacts, and limited access to essential services. Residents are dispersed across large lots with minimal pedestrian infrastructure, few centralized gathering places, and many privately maintained roads, all of which reduce opportunities for informal interaction. In the aftermath of the Camp Fire, community members expressed an increased need for connection, trust-building, healing, and preparedness.

Pre-program survey findings highlighted the importance of supporting community-based organizations already doing meaningful work. Rather than duplicating efforts, the project focused on resourcing and coordinating partners around shared goals. Collaboration across climate action, wildfire preparedness, arts, and wellness organizations helped break down silos and expand program reach. The Good Fire Festival exemplified this approach, bringing multiple partners together to promote beneficial fire, community celebration, ecological learning opportunities, and pyrotherapy to reduce stress and anxiety triggers when seeing fire or smelling smoke.

Survey results emphasized a strong community interest in social connection—particularly through arts and cultural activities. While responses represent a small portion of the population, most participants indicated that they trust their neighbors and are interested in getting to know them. Throughout the grant period, arts-based programs such as watercolor and acrylic painting, paint parties, and hands-on craft events consistently drew high participation and served as meaningful entry points for connection.

<b>Data from initial survey</b>	<b>Strongly disagree</b>	<b>Somewhat disagree</b>	<b>Neutral</b>	<b>Somewhat agree</b>	<b>Strongly agree</b>
I can't trust people in my neighborhood.	11	10	9	1	1

<b>Data from initial survey</b>	<b>Completely</b>	<b>Mostly</b>	<b>Somewhat</b>	<b>Not at all</b>
Are you interested in getting to know your neighbors?	14	6	10	2

<b>Data from initial survey</b>	<b>High priority</b>	<b>Moderate</b>	<b>Low</b>
Arts and cultural events – Level of priority (high, moderate, low)	17	10	5

### **Connecting Neighbors to Neighbors Project Approach**

Very few residents within the District live in traditional, easily defined neighborhood blocks. Rural foothill and valley communities are characterized by large lots, limited pedestrian infrastructure, and numerous privately maintained roads, resulting in dispersed housing patterns and varying degrees of accessibility. To account for these conditions, the District organized the service area into four primary neighborhoods based on unincorporated community names—Butte Creek, Concow/Yankee Hill, Magalia—and the incorporated Town of Paradise. Paradise was further divided into six neighborhoods

aligned with major roadways and established emergency evacuation zones to reinforce the “know your zone” preparedness model.

Recognizing that connection extends beyond geography, the District also defined neighborhoods by shared interests. Incorporating interest-based communities was essential to the program’s success, allowing a broader range of partners to host events across the District’s 170 square miles and expanding opportunities for residents of diverse ages, abilities, and interests to participate.

### **Opportunity Areas of Focus (based on the initial survey/needs assessments)**

The Camp Fire and the Covid pandemic left lasting emotional and social impacts that continue to shape daily life throughout the District. Once deeply rooted and multi-generational, many neighborhoods experienced significant displacement, loss, and isolation. New and returning residents often lacked opportunities to reconnect, build trust, and establish a sense of belonging.

Initial Meet 6 Neighbors Challenge survey results reflected a wide range of needs, leading the District to prioritize programming that fosters connection and supports overall well-being. Focus areas included arts and cultural events, health and movement activities like dance and yoga, CPR training, and pet-inclusive gatherings—all designed to bring people together in accessible, meaningful ways.

Volunteerism also emerged as a key strategy for rebuilding community identity. Fuel reduction projects, beautification efforts, and service-based activities created shared experiences that strengthened local pride and deepened residents’ connection to place. These hands-on opportunities helped restore not only physical landscapes, but the social fabric essential to a thriving, resilient community.

### **Neighbor-to-Neighbor Impact and Insights By The Numbers**

The post program surveys collected demonstrate a high degree of feelings of inclusion, connection, trust, and hope for the future of the “neighborhood”, which can be attributed to people’s experiences with the Neighbor-to-Neighbor program.

*Table 2. Program Survey Results Summary*

<b>Survey Question</b>	<b>Extremely Agree</b>	<b>Agree</b>	<b>Neutral</b>	<b>Disagree</b>	<b>Extremely Disagree</b>
I feel like a member of this neighborhood.	34	48	9	2	0
I belong in this neighborhood.	33	44	8	7	1
I feel connected to my neighborhood.	27	50	13	3	0

I have a good bond with others in this neighborhood.	26	44	20	3	0
I don't recognize most of my neighbors.	1	9	30	43	10
I can't trust people in my neighborhood.	2	8	15	42	26
I am hopeful about the future of this neighborhood.	37	46	9	1	0
I have gotten to know more neighbors in the past year.	32	46	10	5	0
I know a neighbor's contact information in case of an emergency	YES = 81		NO = 12		

Table 3. Quotes From Survey Respondents

<b>Prompt for Quotes: We would love to learn if there's anything else you would like to share about your impressions of being a neighbor in your community.</b>
<i>Being able to take a watercolor and Acrylic painting class allowed me to join a community activity which for the first time gave me the confidence to get to know others post Camp Fire.</i>
<i>By participating in N2N, I have a sense of community now. I only learned about this program recently and it has helped me as a person greatly.</i>
<i>After the Camp Fire, many of us didn't just move back to a place, we rebuilt relationships and trust alongside our homes. Over the past year, I've noticed neighbors making more effort to check in on one another, attend local events, and participate in programs that bring people together. There's a shared understanding that connection matters here, especially in emergencies, and that sense of looking out for one another continues to grow.</i>
<i>The growth in relationships over the past 18 months has been immense. I have made so many new friendships and connected with local families, I feel more at home here than I have in years.</i>
<i>I have made so many new connections in the past year and absolutely love it. My kids have also made new friends who are close by.</i>

Table 4. Quotes From Survey Respondents

<b>Prompt for Quotes: What is your favorite story from the past year where you felt a sense of connection or community in your neighborhood?</b>
<i>I have a group now of 5 people that I have become friends with. We have gone to each others houses and out to lunch often.</i>

<i>When several of the class mates in the paint class asked me to lunch! That was a big deal.</i>
<i>Multiple neighbors have had medical issues this year, and we have helped each other without hesitation.</i>
<i>Sharing the beach in the creek and feeling connected with the new family in the neighborhood.</i>
<i>When I looked around at the Good Fire Festival and saw people I knew in every direction, it made me feel like I'd found my tribe.</i>
<i>Whether it was community gatherings, park events, or neighbors helping neighbors during stressful times like fire season, it reminded me how strong Paradise is when we create spaces to connect.</i>

### **Key Takeaways: Lessons Learned, Sustainability & Next Steps**

The Neighbor-to-Neighbor project demonstrates the transformative impact that intentional community building can have on a community shaped by distance, loss, and resilience. Throughout the program, several themes emerged as essential to strengthening social connection across the District: providing opportunities for residents in welcoming third spaces where people can gather, fostering meaningful collaboration with partners, and offering consistent opportunities for residents to engage with one another. Weekly activities proved especially powerful, enabling relationships to grow steadily over time and cultivating a sense of trust, belonging, and shared interests.

Equally important was the project’s commitment to listening—both to community members and to the organizations already serving them. By valuing partner insight, remaining flexible, and centering collaboration, the project broadened its reach and deepened its impact. Residents repeatedly voiced appreciation for accessible, no-cost programming, underscoring how critical it is to remove financial barriers and ensure that everyone can participate fully in community life.

The partnerships forged during this project are strong, enduring, and full of promise. Many collaborators expressed gratitude for the opportunity to work together and a genuine desire to continue building on this momentum. PRPD is committed to carrying this work forward by embedding intentional connection points into all events and volunteer opportunities, ensuring that community-building remains at the heart of our work.

Looking ahead, sustained funding and the continuation of an effective marketing and outreach campaign will be key to amplifying the project’s reach and supporting long-term resilience across the District. With continued support, the Neighbor-to-Neighbor initiative can keep expanding opportunities for engagement, strengthening relationships, and cultivate a community where every resident feels seen, supported, and connected.

Together, we are rebuilding more than spaces—we are rebuilding belonging.