



**Paradise Recreation and Park District  
Board of Directors - Regular Meeting**  
Terry Ashe Recreation Center, Room B  
Wednesday, July 12, 2023, 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: Natural Resources Agency Elements Program 6 Month Report(Eddie Valadez)

**2. PUBLIC COMMENT**

**3. CONSENT AGENDA**

- 3.1. Board Minutes: Regular Meeting of June 14, 2023, and Special Meeting of June 28, 2023
- 3.2. Payment of Bills/Disbursements (Warrants and Checks Report)  
Check #55570 – 55739 and ACHs
- 3.3. Information Items (Acceptance only):
  - A. Safety Committee meeting of June 23, 2023

**4. COMMITTEE REPORTS- NONE**

**5. OLD BUSINESS**

- 5.1. Consideration of Medical Allowance Adjustment. – As part of the 2023 wage and salary negotiations, Employees provided a number of items for BOD consideration. One of the items included consideration of an increase in the medical allowance provided for full-time employees. At the 6/28/23 Special Meeting, the BOD provided staff direction on the Medical Allowance issue and staff prepared this report in response. **Recommendation:** 1) Increase the District contribution to \$825 per month, 2) direct staff to explore other health benefit programs and 3) update Personnel Rule 21.
- 5.2. Approval of Injury and Illness Prevention Plan (IIPP). – The District proposes updates to the IIPP (last modified in 2009). The District will review sections with staff at future safety meetings and will review the whole document on an annual or biannual basis. BOD members and Staff have received opportunities to review the current document. Even if there are suggested changes, Staff recommend adoption (an insurance requirement) as the document will be reviewed and subject to revisions on a more frequent basis than past practices. **Recommendation:** Approve the updated Injury and Illness Prevention Program manual and approve Resolution #23-07-1-529.

**6. NEW BUSINESS**

- 6.1. Approve Paradise Community Village Promissory Note Amendment – In 2011, PRPD approved a Promissory note to support Paradise Community Village (PCV). The District loaned a total of \$300,322 in exchange for the development of recreational features and opportunities. The real estate crisis prompted the suspension of the development plans. Since then, the District has authorized a series of amendments for extensions. Staff proposes another extension (to

12/31/2025) with a 1-year extension. **Recommendation:** Approve the amendment to extend the Promissory Note to December 31, 2025.

6.2. Approve Paradise Unified School District 2023-2024 Swim Pool Usage Agreement – Staff requests an update to the long-standing Swim Pool Usage Agreement with Paradise Unified School District for 2023-2024. **Recommendation:** Approve the agreement as presented.

**7. REPORT**

7.1. District Report

7.2. Board Liaison Report

**8. CLOSED SESSION- NONE**

**9. BOARD COMMENT**

**10. ADJOURNMENT**

Adjourn to the next regular meeting on 8/9/2023 at 6:00 p.m., in Conference Room B, at the Terry Ashe Recreation Center (6626 Skyway, Paradise, California).



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In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate in the meeting, please contact the District Administrative Office at 530-872-6393 or [info@paradisepspd.com](mailto:info@paradisepspd.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).

004956

Paradise Recreation and Park District  
**Board of Directors Regular Meeting**  
Terry Ashe Recreation Center  
June 14, 2023

**MINUTES**

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**1. CALL TO ORDER:**

Board Chairperson Steve Rodowick called the Regular Meeting of the Paradise Recreation and Park District Board of Directors to order at 6:01p.m.

**1.1 PLEDGE OF ALLEGIANCE:**

Chairperson Rodowick led the Pledge of Allegiance.

**1.2 ROLL CALL:**

Present: Steve Rodowick (Chairperson), Robert Anderson (Vice- Chairperson), Mary Bellefeuille (Secretary), Al McGreehan (Director)

Excused: Jen Goodlin (Director)

**PRPD STAFF:**

Present: Dan Efseaff (District Manager), Kristi Sweeney (Assistant District Manager), Mark Cobb (Park Supervisor), Jeff Dailey (Recreation Supervisor), Scott Amick (Recreation Supervisor), Catherine Merrifield (District Accountant), Sunny Quigley (Administrative Assistant II), Annette Granstedt (Administrative Assistant II), Sarah Hoffman (Board Clerk)

Present via zoom:

**1.3 WELCOME GUESTS:**

Chairperson Rodowick welcomed guests.

Present: Kathy Dailey

Director McGreehan asked to move Item 6.1 to after 1.4 with concurrence of the Board. The Board concurred.

**1.4. SPECIAL PRESENTATION: Jeff Dailey- Appreciation to Lori McCoslin for 30 years of service.**

Jeff Dailey gave a verbal presentation highlighting all the wonderful things that Lori McCoslin has done for the District. Kathy Dailey then came up and gave praise to Lori and how much she helps the children in tiny tots before they enter kindergarten.

Jeff Dailey then presented Lori McCoslin with an award for 30 years of service. Lori McCoslin then came up and gave an acceptance speech.

004957

**6.1. Resolution #23-06-1-525-Lori McCoslin. – Recognition of Lori McCoslin and her service as a PRPD employee for thirty years. Recommendation: Approve Resolution #23-06-1-525.**

Chairperson Rodowick read the resolution and pointed out some corrections that needed to be made prior to signing it.

Chairperson Rodowick then asked if there were any questions from the Board or public. There were none so he asked for a motion.

**MOTION:**

Secretary Bellefeuille moved to approve Resolution #23-06-1-525. Chairperson Rodowick seconded the motion, and the motion carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye.

**2. PUBLIC COMMENT:**

Citizen Cantant made a public comment regarding the Concow School and stated her hope for the process to help get funding sooner.

**3. CONSENT AGENDA:**

**3.1. Board Minutes: Regular Meeting of May 10, 2023, and May 22, 2023**

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

**Check # 055434 – 055569 and ACHs.**

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

**A. Safety Committee Meeting of May 18, 2023**

Chairperson Rodowick asked if there was anyone from the Board that would like to pull anything from the Consent Agenda before approving it. Board Clerk Hoffman stated that she would like to pull Item 3.1.

Chairperson Rodowick then asked for a motion to approve consent agenda item 3.2 and 3.3.

**MOTION:**

Director McGreehan moved to approve consent agenda items term 3.2 and 3.3. Vice-Chairperson Anderson seconded the motion, and the motion carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye.



004958

Chairperson Rodowick then asked for discussion on 3.1. Board Clerk Hoffman stated that she had made three corrections on the minutes and briefly went over the corrections made. Secretary Bellefeuille and Citizen Stonebraker also pointed out further corrections that needed to be made.

Chairperson Rodowick then asked if there were any questions from the Board or public. There were none so he asked for a motion.

**MOTION:**

Director McGreehan moved to approve the Meeting Minutes of May 10, 2023, and May 22, 2023 as corrected per the meeting discussion. Secretary Bellefeuille seconded the motion, and the motion carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye.

**4. COMMITTEE REPORTS:**

**4.1. Personnel Committee Meeting of May 16, 2023. – The Personnel Committee met to discuss Rule 20 and met in Closed Session to discuss Employee Salary and Wage Negotiations.**

Secretary Bellefeuille gave a verbal report on the meeting. She stated that Rule 20 was not discussed because there were no updates.

**4.2. Recreation and Park Committee Meeting of May 23, 2023. – The Committee gave a presentation and an update on Lakeridge Park.**

Secretary Bellefeuille stated that the meeting was very well attended, and a lot of valuable information was given.

**5. OLD BUSINESS: None**

**6. NEW BUISNESS**

**6.2. 2023 Election for Butte Local Agency Formation Commission. – The District was asked to vote for a Special District “Enterprise,” Member for the Butte Local Agency Formation Commission. Recommendation: Select a candidate to serve as a Special District Regular “Enterprise” Member for the Butte Local Agency Formation Commission.**

Director McGreehan gave some background information on this item. Chairperson Rodowick also made some statements on one of the candidates. There was then discussion amongst the Board on who to vote for.

Chairperson Rodowick then asked if there were any questions from the Board or public. There were none so he asked for a motion.

004959

**MOTION:**

Director McGreehan moved to select Scott “Kent” Fowler to serve as a Special District Regular “Enterprise” Member for the Butte Local Agency Formation Commission. Chairperson Rodowick seconded the motion, and the motion carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Secretary Bellefeuille, aye; Director McGreehan, aye.

**7. REPORTS:**

**7.1 District Report:**

Park Supervisor Cobb stated that the new pool heater is working great and that the CCC crew is working on the trail to the grotto.

Chairperson Rodowick suggested doing a grand opening of the grotto when it is done.

Assistant District Manager Sweeney then discussed some items in the report. Director McGreehan asked her about the Community Resilience Grant. Assistant District Manager Sweeney gave response.

Board Clerk Hoffman then introduced Annet Grandstedt who has taken over for Lorrennis in an Administrative II position.

District Accountant Merrifield talked about the Meeder Investment report and talked about PRPD purchasing a pump truck form PID. Secretary Bellefeuille stated that the balance sheets were looking better, and Director McGreehan asked questions about the Meeder report. District Accountant Merrifield

**7.2 Board Liaison Reports:**

- Vice- Chairperson Anderson had nothing to report.
- Secretary Bellefeuille Had nothing to report.
- Chairperson Rodowick stated that his son is the newest member to the town. He also stated that the garden Club had their tour which raised \$5,000 for students going into a career in Horticulture.
- Director McGreehan- Stated he attended a LAFCO meeting on June 1, 2023, and there were 3 public hearing items discussed (a Chico/ Paradise sewer resolution, a municipal service review, and adopted a resolution to increase Butte LAFCO service fees for the next 2 years).

**8. CLOSED SESSION:** None

**9. BOARD COMMENT:** None

**10. ADJOURNMENT:**

**004960**

Chairperson Rodowick adjourned the meeting at 7:08 p.m. until the next Regular Board meeting, scheduled for July 12, 2023, at 6:00 p.m. at the Terry Ashe Recreation Center,

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Steve Rodowick, Chairperson

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Mary Bellefeuille, Secretary

004961

Paradise Recreation and Park District  
**Board of Directors Special Meeting**  
Terry Ashe Recreation Center  
June 28, 2023

**MINUTES**

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**1. CALL TO ORDER:**

Board Chairperson Steve Rodowick called the Regular Meeting of the Paradise Recreation and Park District Board of Directors to order at 6:02p.m.

**1.1 PLEDGE OF ALLEGIANCE:**

Chairperson Rodowick led the Pledge of Allegiance.

**1.2 ROLL CALL:**

Present: Steve Rodowick (Chairperson), Robert Anderson (Vice- Chairperson), Al McGreehan (Director), Jen Goodlin (Director).

Excused: Mary Bellefeuille (Secretary)

**PRPD STAFF:**

Present: Kristi Sweeney (Assistant District Manager, Mark Cobb (Park Supervisor), Scott Amick (Recreation Supervisor), Catherine Merrifield (District Accountant), Sarah Hoffman (Board Clerk)

**1.3 WELCOME GUESTS:**

Chairperson Rodowick welcomed guests.

Present: John Stonebraker

**1.4. SPECIAL PRESENTATION: None**

**2. PUBLIC HEARING- FINAL BUDGET**

District Manager Efseaff briefed the Board on PRPD proposed budget report. The Board then took turns asking questions regarding the salary scale, part time wages, and grant income. District Manager Efseaff provided feedback.

004962

Chairperson Rodowick then opened the public hearing and asked if there was anyone from the public wishing to speak.

Citizen Stonebraker stated that he thought the grant income was overly optimistic. He also pointed out that he had asked for a breakdown of the professional services line and that was not put in the budget. Citizen Stonebraker then made a comment about acquiring land North of the fire. He stated that the District was in good financial standing overall.

Chairperson Rodowick then asked if there were any further public comments or comments from the Board. There were none. Chairperson Rodowick closed the public hearing.

Chairperson Rodowick then asked for a motion.

A motion was made but then rescinded and reconstructed.

**MOTION:**

Vice-Chairperson Anderson moved to approve Resolution #23-06-1-526 adopting the Fiscal Year 2023-2024 Final Budget. Chairperson Rodowick seconded the motion, and it carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Director McGreehan, aye; Director Goodlin, aye.

Chairperson Rodowick then asked for a motion to adopt Resolution #23-06-2-527 adopting the 2023-2024 PRPD General Reserves of \$40,493,752 General Reserves.

**MOTION:**

Director McGreehan moved to adopt Resolution #23-06-2-527 adopting the 2023-2024 PRPD General Reserves of \$40,493,752 General Reserves. Vice-Chairperson Anderson seconded the motion, and it carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Director McGreehan, aye; Director Goodlin, aye.

**3. PUBLIC COMMENT:**

Citizen Stonebraker made comments regarding the MOU between PRPD and MCP, and PRPD finding new legal counsel. District Manager Efseaff gave feedback.

Chairperson Rodowick asked if a subcommittee would be created to help look over and make decision on new legal counsel.

**4. COMMITTEE REPORTS:**

**4.1. Finance Committee Meeting of June 7, 2023. – Review the FY 2023-2024 Budget Report (Revised /Excerpts).**

004963

Vice- Chairperson Anderson gave a brief verbal report on what they went over regarding the budget at the finance meeting.

**4.2. Personnel Committee Meeting of June 9, 2023. – The Committee will meet in Closed Session pursuant to California Government Code Section 54957.6, Employee Salary and Wage Negotiations.**

Secretary Bellefeuille stated the committee went over salary and wage negotiations during closed session, which they will talk about in today’s closed session.

**5. OLD BUSINESS: None**

**6. NEW BUSINESS**

**6.1. Resolution #23-06-3-528 – Appropriation Limit – The PRPD Board of Directors will consider adopting the resolution setting the District Appropriation Limit for Fiscal Year 2023-2024 as presented. Recommendation: Approve resolution as presented setting the District Appropriation Limit at \$5,805,042.00 for Fiscal Year 2023-2024.**

District Manager Efseaff gave information on the item.

Chairperson Rodowick then asked if there public comments or comments from the Board. There were none.

Chairperson Rodowick then asked for a motion.

**MOTION:**

Director McGreehan moved to approve the resolution as presented setting the District Appropriation Limit at \$5,805,042.00 for Fiscal Year 2023-2024. Vice- Chairperson Anderson seconded the motion, and the motion carried with 4 ayes.

**ROLL CALL VOTE:**

Chairperson Rodowick, aye; Vice-Chairperson Anderson, aye; Director McGreehan, aye; Director Goodlin, aye.

**7. REPORTS:**

**7.1 Board Liaison Reports:**

- Vice- Chairperson Anderson stated that the new signage in Crain Park looks good.
- Director Goodlin stated that the California Department of Finance reported that Paradise was the fastest growing town for the second year in a row.
- Chairperson Rodowick stated that Paradise Lake is still beautiful, but the water is dropping.
- Secretary Bellefeuille had nothing to report.

004964

**8. CLOSED SESSION:**

The meeting went into Closed Session at 6:34

**The Board met in Closed Session pursuant to California Government Code: 154957.6, Employee Salary and Wage Negotiations**

The Board returned from Closed Session and reconvened to the regular meeting at 6:56

**REPORT ON CLOSED SESSION:**

Chairperson Rodowick stated there was discussion on employee salary and wage negotiations and that the Board gave staff direction.

**9. BOARD COMMENT:**

- Director McGreehan stated that he will be attending a LAFCO meeting on July 6.
- Director Goodlin commended the staff on the budget.

**10. ADJOURNMENT:**

Chairperson Rodowick adjourned the meeting at 7:35 p.m. until the next Regular Board meeting, scheduled for July 12, 2023, at 6:00 p.m. at the Terry Ashe Recreation Center,

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Steve Rodowick, Chairperson

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Mary Bellefeuille, Secretary

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

**Fund 2510**

**JUNE**

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
*****								
055601-055627	6/14/2023		Payroll Summary	12,419.57	0.00	0.00	12,419.57	
*****								
Direct Deposit	6/14/2023		Payroll Summary	30,210.90	0.00	0.00	30,210.90	
*****								
055666-055702	6/28/2023		Payroll Summary	23,391.50	0.00	0.00	23,391.50	
*****								
Direct Deposit	6/28/2023		Payroll Summary	33,901.89	0.00	0.00	33,901.89	
*****								
055570	6/9/2023		THOMAS ACE HARDWARE		2,907.24		2,907.24	
055571	6/9/2023	Y	JENA TRZASKALSKI		0.00		0.00	
055572	6/9/2023		CHRISTINA MERRIFIELD		340.00		340.00	
055573	6/9/2023		JOEY LEBLANC		68.80		68.80	Refund
055574	6/9/2023		HARLEY LARO		368.00		368.00	Refund
055575	6/9/2023		MOISES ROMERO		48.80		48.80	Refund
055576	6/9/2023		ANGELEEN SCHAHN		200.00		200.00	Refund
055577	6/9/2023		JENNIFER PEPPLER		120.00		120.00	Refund
055578	6/9/2023		HOPE CHRISTIAN CHURCH		50.00		50.00	Refund
055579	6/9/2023		JESSICA WEEDON		45.00		45.00	Refund
055580	6/9/2023		JEFF DAILEY		100.00		100.00	A
055581	6/9/2023		PARADISE IRRIGATION DISTRICT		1.00		1.00	B
055582	6/9/2023		INDUSTRIAL POWER PRODUCTS		791.30		791.30	
055583	6/9/2023		PARADISE POLICE DEPARTMENT		73.58		73.58	
055584	6/9/2023		DEER CREEK RESOURCES		8,550.00		8,550.00	C
055585	6/9/2023		DOG WASTE DEPOT		172.36		172.36	
055586	6/9/2023		TURF RENOVATION MACHINERY INC		617.63		617.63	
055587	6/9/2023		VERIZON WIRELESS		77.94		77.94	
055588	6/9/2023		O'REILLY AUTO PARTS		52.12		52.12	
055589	6/9/2023		RECOLOGY BUTTE COLUSA COUNTIES		231.60		231.60	
055590	6/9/2023		COMCAST		103.45		103.45	
055591	6/9/2023		PG&E		7,123.03		7,123.03	
055592	6/9/2023		DE LAGE LANDEN FINANCIAL		233.68		233.68	
055593	6/9/2023		CALIFORNIA APPRAISALS		900.00		900.00	
055594	6/9/2023		PARADISE IRRIGATION DISTRICT		4,311.80		4,311.80	
055595	6/9/2023		NATIONAL AQUATIC SERVICES INC			75,201.00	75,201.00	D
055596	6/9/2023		PAYLESS BUILDING SUPPLY		100.15		100.15	
055597	6/9/2023		ALPINE PORTABLE TOILET SERVICES		528.49		528.49	
055598	6/9/2023		CLARK PEST CONTROL		443.00		443.00	
055599	6/9/2023		CARDMEMBER SERVICE		2,459.47		2,459.47	
055600	6/9/2023		PARADISE RECREATION & PARKS	35,601.71			35,601.71	
055628	6/15/2023		FRANCHISE TAX BOARD	50.00			50.00	
055629	6/16/2023		VOYA INSTITUTIONAL TRUST CO	600.00			600.00	
055630	6/16/2023		MISSION SQUARE RETIREMENT	1,550.00			1,550.00	
055631	6/16/2023		US DEPARTMENT OF THE TREASURY	166.54			166.54	
055632	6/16/2023		PRINCIPAL LIFE INSURANCE CO	205.89			205.89	
055633	6/16/2023		PARADISE RECREATION & PARKS	30,210.90			30,210.90	E
055634	6/16/2023		KELLER SUPPLY COMPANY		10,483.80		10,483.80	
055635	6/16/2023		JENA TRZASKALSKI		100.00		100.00	Refund
055636	6/16/2023		ACME TOILET RENTALS LLC		414.40		414.40	
055637	6/16/2023		PAPE MACHINERY INC		202.49		202.49	
055638	6/16/2023		INDUSTRIAL POWER PRODUCTS		238.35		238.35	
055639	6/16/2023		MAGALIA COMMUNITY PARK		238.50		238.50	



CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
055640	6/16/2023		PROSPEROUS ROD INC		291.10		291.10	
055641	6/16/2023		VERIZON WIRELESS		763.77		763.77	
055642	6/16/2023		COMPUTERS PLUS		140.00		140.00	
055643	6/16/2023		LES SCHWAB TIRES		867.92		867.92	
055644	6/16/2023		PACE SUPPLY CORP		3,533.28		3,533.28	
055645	6/16/2023		CENTERVILLE RECREATION & HIST		1,250.00		1,250.00	F
055646	6/16/2023		HONEY RUN COVERED BRIDGE		1,250.00		1,250.00	F
055647	6/16/2023		BUTTE COUNTY PUBLIC HEALTH		624.00		624.00	
055648	6/16/2023		BUTTE COUNTY NEAL ROAD LANDFILL		6.00		6.00	
055649	6/16/2023		ENTERPRISE RECORD		1,236.11		1,236.11	
055650	6/23/2023		STREAMLINE		720.00		720.00	
055651	6/23/2023		UMPQUA BANK		10,336.65		10,336.65	
055652	6/23/2023		BUTTE COUNTY PUBLIC HEALTH		124.00		124.00	
055653	6/23/2023		COMCAST		206.90		206.90	
055654	6/23/2023		PG&E		6,610.16		6,610.16	
055655	6/23/2023		CALIFORNIA CONSERVATION CORPS		13,130.00		13,130.00	G
055656	6/23/2023		NORTHERN RECYCLING & WASTE		1,962.77		1,962.77	
055657	6/23/2023		NORTHSTATE AGGREGATE INC		74.35		74.35	
055658	6/23/2023		CARTER LAW OFFICE		138.12		138.12	
055659	6/23/2023		PEAK SOFTWARE SYSTEMS INC		2,347.00		2,347.00	
055660	6/23/2023		DEPARTMENT OF JUSTICE		160.00		160.00	
055661	6/23/2023		ROTARY CLUB OF PARADISE		368.00		368.00	
055662	6/23/2023		COMP INC		840.00		840.00	
055663	6/23/2023		SIERRA TREE CARE INC		2,466.75		2,466.75	
055664	6/23/2023		MAGOON SIGNS		433.00		433.00	
055665	6/23/2023		NORMAC INC		356.14		356.14	
055703	6/30/2023		PRINCIPAL LIFE INSURANCE CO	205.89			205.89	
055704	6/30/2023		PREMIER ACCESS INSURANCE CO	1,485.03			1,485.03	
055705	6/30/2023		VISION SERVICE PLAN	239.18			239.18	
055706	6/30/2023		PARADISE RECREATION & PARK DI	223.04			223.04	H
055707	6/30/2023		PARADISE RECREATION & PARK DI	1,140.10			1,140.10	H
055708	6/30/2023		VOYA INSTITUTIONAL TRUST CO	300.00			300.00	
055709	6/30/2023		MISSION SQUARE RETIREMENT	775.00			775.00	
055710	6/30/2023		US DEPARTMENT OF THE TREASUR	65.72			65.72	
055711	6/30/2023		FRANCHISE TAX BOARD	50.00			50.00	
055712	6/30/2023		KELLER SUPPLY COMPANY		2,732.44		2,732.44	
055713	6/30/2023		CHICO STATE ENTERPRISES		1,040.00		1,040.00	
055714	6/30/2023		INDUSTRIAL POWER PRODUCTS		170.54		170.54	
055715	6/30/2023		PARADISE RECREATION & PARKS	33,901.89			33,901.89	E
055716	6/30/2023		HARRY BURLESON		1,071.00		1,071.00	
055717	6/30/2023		SCOTT AMICK		363.06		363.06	I
055718	6/30/2023		KRISTEN GARNERO		200.00		200.00	Refund
055719	6/30/2023		COURTNEY SHELDON		150.00		150.00	Refund
055720	6/30/2023		STACI GALLA		65.00		65.00	Refund
055721	6/30/2023		LAURA NINO		15.00		15.00	Refund
055722	6/30/2023		KELLY RESSLER		50.00		50.00	Refund
055723	6/30/2023		HOLLY FISHER		150.00		150.00	Refund
055724	6/30/2023		NADIA ALEKSEEV		200.00		200.00	Refund
055725	6/30/2023		PARADISE PIRANHAS SWIM TEAM		640.00		640.00	J
055726	6/30/2023		RYAN SKINNER		50.00		50.00	Refund
055727	6/30/2023		NORTH STATE SCREENPRINTING		980.73		980.73	
055728	6/30/2023		ALHAMBRA		37.97		37.97	
055729	6/30/2023		CHICO ENVIRONMENTAL		8,088.16		8,088.16	
055730	6/30/2023		AT&T		82.40		82.40	
055731	6/30/2023		AT&T		607.45		607.45	
055732	6/30/2023		VERIZON WIRELESS		169.94		169.94	
055733	6/30/2023		FOOTHILL MILL & LUMBER CO		174.97		174.97	
055734	6/30/2023		JC NELSON SUPPLY CO		2,032.52		2,032.52	
055735	6/30/2023		O'REILLY AUTO PARTS		43.08		43.08	

CHECK	ISSUE DATE	VOID	PAYEE	SALARY AND BENEFITS	SERVICE SUPPLIES	FIXED ASSETS	NET CHECK	NOTES
055736	6/30/2023		COMPUTERS PLUS		190.00		190.00	
055737	6/30/2023		FEATHER RIVER CENTER		2,600.00		2,600.00	
055738	6/30/2023		GATEWAY MOUNTAIN CENTER		1,482.50		1,482.50	
055739	6/30/2023		EMPLOYMENT DEVELOPMENT DEP	344.05			344.05	
ACH	6/12/2023		ACH CALPERS	13,827.77			13,827.77	
ACH	6/12/2023		ACH CALPERS	7,107.98			7,107.98	
ACH	6/16/2023		ACH STATE PR TAX	1,678.77			1,678.77	
ACH	6/16/2023		ACH FED PR TAX	12,466.10			12,466.10	
ACH	6/20/2023		ACH STATE PR TAX	2,260.14			2,260.14	
ACH	6/20/2023		ACH FED PR TAX	14,505.26			14,505.26	
ACH	6/23/2023		ACH CALPERS	6,953.29			6,953.29	
ACH	6/30/2023		ACH STATE PR TAX	2,009.57			2,009.57	
ACH	6/30/2023		ACH FED PR TAX	15,650.78			15,650.78	
ACH	6/30/2023		ACH CALPERS	3,279.66			3,279.66	
*****								
<b>TOTALS</b>				<b>186,854.26</b>	<b>116,318.76</b>	<b>75,201.00</b>	<b>378,374.02</b>	
<b>GRAND TOTALS</b>				<b>222,665.33</b>	<b>116,318.76</b>	<b>75,201.00</b>	<b>414,185.09</b>	

Refund = 1,880.60

Notes:

- A) Start up money for the Paradise pool
- B) Payment for Paradsie Lake
- C) GIS work
- D) Payment for new Paradise pool heater
- E) Transferring funds to the Five Star Bank account for direct deposit payroll
- F) Contribution to others
- G) Repair trails damaged in the fire
- H) FSA benefit deposit for employees
- I) Staff reimbursement payments
- J) Funds raised at Party at the Pool

Z:\Finance\Reports\Month\_End\_Reports\Disbursements report 2023.xlsx\Jun 2022



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

- Site Inspections
  - None

The committee briefly talked about being more on top of site inspections.

c. ACCIDENT/INCIDENT REPORTS:

- 2023 Internal Accident/Incident Summary
  - There was vandalism at the Pool and at Lower Bille Park in the Men's restroom.

d. WORKERS' COMPENSATION REPORTS:

- Workers Compensation Open Detail Report since March 31,2023 and April 30, 2023
  - Open Claim for 4A2207P8RB50001
  - Open Claim for 4A23036N029-0001
  - Open Claim for 4A2305WQ2DW-0001

4. **MISCELLANEOUS:**

PRPD participated in the Town of Paradise EWS alarm trial. There was some discussion on the alarm and the trial.

Mark stated that he was put up evacuation zone lists around the TARC and the Maintenance yard. Then Jeff stated he restocked all the first aid boxes

Next Safety Meeting Date: July 14, 2023, at 8:30 a.m.

Facilitator: Mark Cobb

Adjourned: 8:49 AM

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

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

cc: CAPRI  
PRPD Board      06/24/23 – Draft Copy

# Staff Report

## July 12, 2023



DATE: 6/29/2023  
 TO: BOD  
 FROM: Dan Efseaff, District Manager  
 Kristi Sweeney, Assistant District Manager  
 SUBJECT: Wage and Salary Negotiations – Medical Allowance Adjustment

### Summary

As part of the 2023 wage and salary negotiations, Employees provided a number of items for BOD consideration. One of the items included consideration of an increase in the medical allowance provided for full-time employees. At the 6/28/23 Special Meeting, the BOD provided staff direction on the Medical Allowance issue and staff prepared this report in response.

**Recommendation:** *The Personnel Committee recommends an increase in the District contribution to \$825 per month, direct staff to explore other health benefit programs and update Personnel Rule 21.*

### 1. Background

As part of the 2023 wage and salary negotiations, Employees provided Staff (on 5/12/2023) with the following items for BOD consideration (reordered, with responses as subheadings):

#### All Employees

1. Wages: “Cost of Living Increase”
  - a. As part of the budget adoption, the BOD accepted a 3% increase in wages for the Full Time staff salary schedule.
  - b. Review of Salary Schedule structure and evaluate comparable salaries (may include consideration of the number of steps and percentage of increase between steps).
  - c. Consider the Part-Time salary scale in FY 2024-25.
2. Benefit – “Monthly Insurance allowance increase- \$75 per employee”
  - a. After reviewing recent medical insurance costs, the Personnel Committee recommended a \$75/month increase for full-time employees. Other items for consideration include:
  - b. Explore additional and highlight available benefits for staff. For example, the recently District directed staff to initiate an Employee Assistance Program.
  - c. Update and clarify Rule 21 (Additional Benefits and Allowances).

#### Part Time Employees

1. Sick Leave – “The current sick pay allotted per fiscal year is 24 hours total. We ask if there can be more sick time allowed per fiscal year, such as: earning extra hours towards sick pay for every hour worked. Or at least have your previous unused hours roll over to the next fiscal year.”
  - a. The item may be considered as part of the continued work on Personnel Rule 20.
2. Winter Holiday - PTO request. Part-time office, recreation, and maintenance staff currently do not receive paid time off for Mandatory Holiday Schedule. Ex: Christmas Break-if you are permanent part-time, you don't get to work, but you also don't get paid time off if the office or main building are closed.
  - a. Provide work opportunities for part-time permanent staff during that week to maintain regular hours.

In addition, there were some comments related to District logo clothing and a boot allowance. While the District provides logo shirts, sweatshirts, and other personal protection equipment such as vests, eyewear, chaps, hard hats, etc., which is returned to the District once an employee separates from the District. Some employees were unaware that supply chain disruptions delayed the receipt of these items. Traditionally, the District has not provided shoes, but requires that maintenance staff have sturdy work boots (but no requirement for steel toe).

Some items were dismissed as current policies address the issues. The Personnel Committee received staff updates and suggestions and most items have been addressed and are currently in progress or will be reviewed later in the fiscal year. Staff will present data from a CSDA benefit and salary survey released in November 2022. At the 6/28/23 Special Meeting, the BOD provided staff direction on the Medical Allowance issue and staff prepared this report in response.

## 2. Fiscal Impact

The proposed increase will result in an additional annual cost to the District of \$14,400. The adopted budget accounts for an increase in benefits. Staff will need to carefully monitor during the year and potentially take corrective action (budget line item changes or curtailing hiring of positions). Influencing this decision will be the source of funds (i.e. if from a grant fund, the hire can be absorbed, vs funding from fixed tax revenue sources).

## 3. Committee Recommendation

The Personnel Committee has reviewed and recommended items as outlined above to the BOD.

## 4. Discussion

The PRPD Personnel Rules Manual Rule 21 notes that the District will allocate funds for Full-Time employees to be used at their discretion. Recent District provided medical allowances and Health Premiums are summarized in Table 1. Depending on the plan selected (and pricing) in the past, some employees spent less on the plans. From just the base numbers, the District appears to pay 74% of monthly premiums for employees. Currently a single employee enrolled in medical, dental, vision, and life insurance coverage will pay \$948.05 a month and the District provides an allowance of \$750. Dependents and spouses will increase the premium costs.

**Table 1. CalPERS Monthly Medical Premium Rates (2010-2023) and PRPD Medical Allowance.**

Year	CalPERS Regional Health Premiums			Percent change			PRPD Medical Allowance	Percent Coverage (Allowance/PERS Median)
	PERS Select	PERS Care	Median	PERS Select	PERS Care	Median		
2010	\$454.87	\$831.50	\$643.19	-	-	-	\$575.00	89%
2011	479.9	870.76	\$675.33	5.5%	4.7%	5.10%	\$600.00	89%
2012	474.74	1002.53	\$738.64	-1.1%	15.1%	7.00%	\$630.00	85%
2013	474.61	1055.10	\$764.86	0.0%	5.2%	2.60%	\$630.00	82%
2014	613.99	668.27	\$641.13	29.4%	-36.7%	-3.65%	\$630.00	98%
2015	646.35	725.54	\$685.95	5.3%	8.6%	6.95%	\$655.00	95%
2016	727.47	886.15	\$806.81	12.6%	22.1%	17.35%	\$705.00	87%
2017	727.45	921.24	\$824.35	0.0%	4.0%	2.00%	\$705.00	86%
2018	691.78	866.93	\$779.36	-4.9%	-5.9%	-5.40%	\$705.00	90%
2019	511.34	1085.83	\$798.59	-26.1%	25.3%	-0.40%	\$705.00	88%
2020	520.29	1133.14	\$826.72	1.8%	4.4%	3.10%	\$705.00	85%
2021	566.67	1294.69	\$930.68	8.9%	14.3%	11.60%	\$705.00	76%
2022	701.23	1057.01	\$879.12	23.7%	-18.4%	2.65%	\$750.00	85%
2023	825.61	1200.12	\$1,012.87	17.7%	13.5%	15.60%	\$750.00	74%

With the increase in costs, the Personnel Committee recommended a \$75 increase per month (\$825 total).

## 5. Recommendation

Staff supports the Personnel Committee recommendation to increase the District contribution to \$825 per month, direct staff to explore other health benefit programs (including supplemental benefits, new health care insurance or wellness programs) and update Personnel Rule 21.

### Attachments:

A. History of Wage and Salary Actions

[https://paradisepprd-my.sharepoint.com/personal/defseaff\\_paradisepprd\\_com/Documents/Dan\\_OneDrive/Admin/Personnel/BOD\\_Salary\\_Wage\\_Report\\_CONFIDENTIAL\\_23.0605.docx](https://paradisepprd-my.sharepoint.com/personal/defseaff_paradisepprd_com/Documents/Dan_OneDrive/Admin/Personnel/BOD_Salary_Wage_Report_CONFIDENTIAL_23.0605.docx)  
7/11/2023

## PRPD STAFF NEGOTIATIONS

YEAR	BOARD REPS	STAFF REPS	APPROVED
1999 - 00	Grosso & McGreehan	Rec: Maint: Office:	1). 3% salary increase retro to 7-1-99. 2). Add CalPERS retirement & keep Aetna retirement option 3). CalPERS medical with a \$400.00 cap.
2000 - 01	Grimm & Hoffman	Rec: Maint: Office: Ramona Harmon	1). 3% salary increase retro to 7-1-00
2001 - 02	Grimm & Sandee Williams	Rec: Cindy Lambert Maint: Mike Motzkus Office: Ramona Harmon	1). 3% salary increase retro to 7-1-01. 2). 1.5% salary increase effective 1-1-02
2002 - 03	Grimm & Sandee Williams	Rec: Sally Higbee Maint: Bret Hassett Office: Colleen Campbell	1). 2.75% increase effective 7-1-02 2). \$75.00 increase medical cap.
2003 - 04	McGreehan & Sandee Williams	Rec: Sally Higbee Maint: Jim Murphy Office: Colleen Campbell	1). Increase medical allowance by \$50.00 to \$525.00 per month. 2). 1.5% salary increase. 3). Implementation of the Sick Leave Buy Back Policy 4). Increase medical allowance by \$30.00 to \$330.00 per month for part-time benefitted staff.
2004 - 05	Grosso & S. Williams	Rec: Jeff Dailey Maint: Mike Ritenhour Office: Mark Milburn	1). 3% salary increase for both full-time and part-time benefitted staff. 2). Longevity increases to 2% for 10, 15 & 20 year employees
2005 - 06	Grosso & Harmacek	Rec: Dean Moore Maint: Matt Cruthers Office: Mark Milburn	1). Implement Cal-PERS Retirement Plan = District pays employee's 7%. 2). 4% one-time salary adjustment 3). District will no longer contribute to the Aetna 457 but staff will still be allowed to contribute their own funds. 4). This is a two-year agreement. Next negotiations year will be 2007-08
2006 - 07	Harmacek & Johnson		No negotiations until 2007-08 (see above)

## PRPD STAFF NEGOTIATIONS

YEAR	BOARD REPS	STAFF REPS	APPROVED
2007 - 08	Johnson & Miller	Rec: Sally Higbee Maint: Jim Murphy Office: Mark Milburn	1). 3% salary increase effective 7-1-07 2). \$25.00 increase to medical allowance effective 7-1-07 3). \$25.00 increase to medical allowance effective 1-1-08
2008 - 09	Miller & McGreehan	Rec: Jeff Dailey Maint: Jim York Office: Colleen Campbell	1). 2.5% salary increase effective 7-1-08 2). 1% longevity increase to 3% for 10, 15 & 20 year employees 3). This is a two year agreement. Next negotiations will be 2010-11.
2009 - 10	McGreehan & R.S. Williams		No negotiations until 2010-11 (see above)
2010 - 11	R.S. Williams & Miller	Rec: Dean Moore Maint: Jim York Office: Pam Young	1). 1.5% salary increase effective 7-1-10
2011 - 12	Miller & McGreehan	Rec: Dean Moore Maint: Jim York Office: Mark Milburn	1). \$25.00 increase to medical allowance from \$575.00 to \$600.00 per month effective 7-1-11 2). Increase sick leave sell back from 50% to 75% effective 7-1-11 3). Increase sick leave pay-out at end of employment from \$2,500.00 to \$3,200.00 effective 7-1-11.
2012 - 13	McGreehan & Rodowick	Rec: Sally Higbee Maint: Jim Murphy Office: Colleen Campbell	1). \$30.00 increase to medical allowance to \$630.00 2). Exchange birthday & President's Day for one add'l vacation day.
2013 - 14	Rodowick & Miller	Rec: Jeff Dailey Maint: Jim York Office: Mark Milburn	1). 2% salary increase retro to August 1, 2013.
2014 - 15	Miller & McGreehan	Rec: Sally Higbee Maint: Matt Cruthers Office: Colleen Campbell	1). Staff will begin making 2% PERS payments beginning 7-1-14 2). 1% salary increase effective 7-1-14.



## PRPD STAFF NEGOTIATIONS

YEAR	BOARD REPS	STAFF REPS	APPROVED
2015 - 16	McGreehan & Rodgers	Rec: Dean Moore Maint: Jim York Office: Mark Milburn	1) \$0.60/hr increase on 7/1/15 & \$.60/hr increase on 1/1/16 2) Add'l \$25.00 to medical allowance for a total of \$655.00/month
2016 - 17	McGreehan & Van Roekel	Rec: Jeff Dailey Maint: Jim York Office: Mark Milburn	1) Add'l \$30.00 to medical allowance on 7/1/16 & \$20.00 on 1/1/17 for a total of \$705.00/month
2017 - 18	McGreehan & Van Roekel	Rec: Maint: NONE Office:	1% increase per BOD action 5-8-17, effective 6-5-17 to offset 1% employee cost of PERS increase.
2018 - 19	Van Roekel & McGreehan	Rec: Sally Higbee Maint: Matt Cruthers & Bret Hassett Office: None	1) 5% increase retro to 7/1/18 for F/T staff 2) Additional 2% increase effective 7-1-19 3) .60 retro to 7/1/18 for P/T staff plus + .40 on 1-1-19 4) 2-year negotiation cycle – next cycle 2020-2021
2019 - 20	McGreehan & Van Roekel	Rec: Maint: NONE Office:	NONE ( See above)
2020 - 21	Van Roekel & Bellefeuille	Rec: Jeff Dailey Maint: Mark Cobb Office: C. Merrifield	1) \$1.00/hr increase to perm. P/T Staff 2) 5% increase to F/T Staff, effective 1-1-21
2021 - 22	Bellefeuille & Van Roekel	Rec: Jeff Dailey Maint: Mark Cobb Office: C. Merrifield	1) 2.6% increase for Full Time employees 2) \$1 increase across the board for Part-Time 3) Increased medical contribution from \$705 to \$750 a month
2022 – 23	McGreehan & Bellefeuille	Rec: Jeff Dailey Maint: Mark Cobb Office: Catherine Merrifield	1) 7% in to full-time staff 2) .50 raise on 1/1/23 for all perm part-time
2023 - 24		Rec: Maint: Office:	

# Staff Report

## July 12, 2023



DATE: 7/5/2023  
 TO: BOD (Board of Directors)  
 FROM: Kristi Sweeney, Assistant District Manager  
 SUBJECT: Illness and Injury Prevention Program

### Report In Brief

Staff have been updating the District's Injury and Illness Prevention Program (IIPP) manual. As a "living document", the IIPP should be reviewed and potentially updated on a biennial basis. Once approved, the document will be available from the webpage under our district documents at <https://www.paradisepprd.com/public-documents>. The BOD last adopted a complete version of the manual in August 2009. In November 2022, the Personnel Committee reviewed the draft document. At the regularly scheduled March 8, 2023, Board meeting, Directors directed staff to make edits based on revisions suggested. After having completed requested revisions, staff now seek approval of the IIPP from the full Board of Directors.

**Recommendation:** Approve the updated Injury and Illness Prevention Program manual.

### Attachments:

- A. Illness and Injury Prevention Program draft manual
- B. Resolution #23-07-12-523

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2023/23.0712/5.2\\_BOD.Report.IIPP.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2023/23.0712/5.2_BOD.Report.IIPP.docx)  
 7/11/2023

**SECTION A**

**POLICY INFORMATION AND PROCEDURES**

# INJURY AND ILLNESS PREVENTION PROGRAM

## Developing a Safe Consciousness

*A Message from the Program Coordinator of the  
Paradise Recreation and Park District.*

### INTRODUCTION

Each employee of the Paradise Recreation and Park District is entrusted to ensure a safe environment for patrons, co-workers, and ourselves. We have absolutely no higher responsibility or greater personal obligation than safety.

This Injury and Illness Prevention Program manual (IIPP) is a key element for the District's safety program. We hold each employee responsible to understand the manual's content and maintain an on-going safety ethic.

The District is committed to a principle of safety and provide our employees with the necessary equipment and training to eliminate unreasonable risks from the workplace and maintain quality work production

A successful injury and prevention program require the enthusiastic support and participation of all employees. Participation means a strong involvement in the training program and comfort in making suggestions for continued improvements. Everyone is encouraged to make contribute to enhance the program and to keep it fresh and interesting.

The Paradise Recreation and Park District, with the enthusiastic support and involvement of everyone, should continue to grow and be an example of our "Commitment to Safety."

## BOARD POLICY

The Paradise Recreation and Park District is committed to providing a safe and healthy workplace for all its employees and to providing safe and healthy facilities for its patrons and visitors.

To fulfill its obligation, the District initiated an Injury and Illness Prevention Program. The intent of this program is to prevent and/or minimize the probability of injuries and illnesses to workers and patrons, and to comply with applicable state, federal, and local health and safety codes, standards and regulations. The District, our Board, and management pledge to support this program to ensure that it remains a viable method of protecting all employees and patrons.

The District's policy promotes an active and aggressive risk control program with the reduction and/or control of safety and health risks as a priority in all District plans and budgets.

The District Manager is directed to develop appropriate procedures to implement this policy.

## PROGRAM COORDINATOR

The Paradise Recreation and Park District hereby assigns the responsibility for implementing and maintaining its Injury and Illness Prevention Program to:

### PARK SUPERVISOR

This appointment will continue until another person is assigned this responsibility.

The safety Committee will assign a Committee Member to review the IIPP annually.

The Program Coordinator is responsible for ensuring that the District provides all employees with a safe and healthy environment and that the District is in compliance with all CAL/OSHA and other applicable federal, state, and local safety and health standards.

In order that the Program Coordinator may successfully fulfill his/her responsibilities, the District grants appropriate authority to the coordinator so that all District program obligations are met.

The District offers its full support to the Program Coordinator and pledges to provide this person with the time and resources necessary to fulfill his/her obligation.

## COMMUNICATION

Communication to employees and between employees and the District on matters relating to occupational safety and health is an important aspect of assuring the success of the District's Injury and Illness Prevention Program. Therefore, through the Program Coordinator, the District implemented a system intended to accomplish the following:

- Provide a means for the District to readily communicate to employees, in an understandable form, on matters relating to occupational safety and health
- Provide encouragement for employees to inform the District of workplace hazards without fear of reprisal

The communication portion of this program will consist of any one or combination of the following:

- TRAINING AND RETRAINING PROGRAMS - Training programs are considered a key component of the communication system. These programs are fully addressed in Section A, Page 14.
- SAFETY COMMITTEE - The District Safety Committee is considered an important part of the overall system of communication. The Committee will include, at all times, representation from management, park, recreational, and admin personnel.

The Safety Committee will do all things necessary to ensure that at least the following are met:

- The Committee meets regularly, but not less than quarterly.
- Minutes or written records are prepared for each meeting showing the safety and health issues discussed. These records shall be made available to all affected employees using posters, newsletters, or other appropriate written materials. Records of the meetings will be kept on file with the Safety Committee Secretary for at least five (5) years.
- Minutes or records of Safety Committee meetings will be made available to the California Division of Industrial Safety should they be requested and mailed to CAPRI.
- Review the results of all periodic scheduled workplace inspections.
- Review reports of investigations of occupational accidents and causes of any incident resulting in injury, illness, or exposure to hazardous substances. Where necessary or appropriate, the Committee will submit suggestions to management for the prevention of future incidents.
- Review investigations of alleged hazardous conditions brought to the attention of any Committee member.
- When deemed necessary by the Committee, conduct its own inspection and/or investigation to assist in remedial solutions for hazardous conditions made known to any Committee member.
- Submit recommendations to assist in the evaluation of employee safety suggestions.

- Communicate with the California State Division of Industrial Safety when requested by the Division to verify abatement action taken by the District pursuant to Division citations.
- Employees selected for membership on the Safety Committee shall be informed that they or the Committee will not be held liable for any act or omission in connection with the Safety Committee.

## IDENTIFICATION AND EVALUATION OF WORKPLACE HAZARDS

A major component in the effectiveness of the Injury and Illness Prevention Program depends on the ability to properly identify and evaluate workplace hazards. The main system for identifying and evaluating worksite hazards will be scheduled periodic inspections of the worksite. The purpose of these inspections will be to ensure facility is in good repair, identify unsafe conditions and work practices.

Workplace inspections will be scheduled to meet the following minimum requirements:

- An initial inspection and completion of the checklist when the program is first established, or a new facility is added.
- An inspection of affected areas whenever new substances processes, procedures or equipment are introduced to the workplace, and which represents a new occupational safety and/or health hazard; and
- An inspection of affected areas whenever the District is made aware of a new or previously unrecognized hazard.

To meet the minimum workplace inspection requirements, periodic inspections will be scheduled as follows:

- Workplace hazards are identified in the Paradise Recreation and Park District Job Hazard analysis. These hazards have been identified with the input of the District Safety Committee and all employees. Inspections will be conducted no less than annually. All employees are to be aware of the potential hazards at and around their workplace and in areas of common use and are responsible for immediately correcting or reporting hazardous conditions to the District Safety Committee.
- In addition to scheduled inspections and ongoing review, the District Safety Committee Members will arrange for unscheduled, unannounced inspections. The list of subjects for these inspections will be chosen randomly.
- The Committee will arrange for an inspection and investigation whenever Paradise Recreation and Park District is made aware of a new or previously unrecognized hazard.
- Employees are required to immediately report to their supervisor any unsafe condition or hazard that they discover in the workplace. No employee will be disciplined or discharged for reporting a workplace hazard or unsafe condition.
- Inspections will be documented on the Safety Inspection Report. Reports will be



kept on file for no less than three (3) years.

## CORRECTIONS OF UNSAFE OR UNHEALTHY CONDITIONS

The District's Injury and Illness Prevention Program through the use of:

- Employee safety and health training
- Workplace inspections
- Systems of communication

is designed to identify unsafe or unhealthy conditions, procedures, and work practices. Each identified unsafe or unhealthy condition, procedure or work practice will be addressed in a timely manner.

The Program Coordinator and, if necessary, the Safety Committee, District Manager, and Recreation Supervisor, shall determine the appropriate corrective action to abate, eliminate or correct the identified condition.

Priorities for correction will be based on the severity of the hazard when observed or discovered. Priorities will always be given to safeguard employees from serious injury or illness. If a hazard is discovered which poses an imminent danger to employees or building occupants and the hazard cannot be immediately abated, mitigated, or corrected without endangering personnel and/or property, then all exposed personnel will be evacuated from the area. Employees remaining to correct the identified hazardous condition may do so only if they are properly trained and safeguarded and are fully aware of the condition and precautions necessary to protect themselves.

The supervisors must notify the Program Coordinator as soon as possible after the discovery of a concealed hidden danger. If immediate corrective action cannot be implemented to abate, mitigate, or correct the concealed danger, then notification about the hazard must be given to all employees having the potential for exposure to the concealed hazard.

All work orders generated to correct unsafe or unhealthy conditions shall be given the highest priority. Upon notification of any unsafe or unhealthy condition, it is the District's policy to give full attention to abate said hazard as soon as possible. Process to correct unsafe or unhealthy condition is as follows:

- Assess severity of hazard.
- If hazard poses imminent danger and cannot be immediately mitigated, evacuate all occupants to a safe area and contact local officials.
- If hazard can be corrected by authorized staff, notify the Program Supervisor or Program Coordinator as soon as it is safe to do so.
- Complete a work order (Pink Slip) to initiate corrective measures to mitigate the hazard.
- All work orders generated to correct unsafe conditions shall be given the highest priority to mitigate hazard.

## ACCIDENT INVESTIGATION

All work-related accidents will be investigated by District in a timely manner and is the responsibility of the immediate supervisor.

- The Supervisor will complete an Accident Investigation Report (Section C).
- A copy of this report will be submitted to the California Association for Park and recreation Insurance (CAPRI) and to the District Safety Committee.
- A primary focus of the investigation report is to determine how to mitigate future exposure to accidents.
- If a correctable hazard is discovered during the investigation, the District must mitigate the hazard in a timely manner.
- If the hazard is not correctable, all employees who come in contact with the hazard will be trained in preventative safety measures.
- Information on the hazard will be added to the Safety Training Record and Safety Inspection.

## INJURY AND ACCIDENT REPORTING PROCEDURES

### *General:*

The purpose of injury and accident reporting procedures is:

- To provide prompt medical treatment for employees requiring it
- To provide appropriate benefits for compensable injuries
- To provide information for the prevention of future accidents
- To provide records required by law

### *Procedure:*

In the event of an employee/patron injury, the first concern is proper care for the person. The employee's/patron Supervisor should be notified as soon as possible in all cases, serious or minor.

### *Investigation and Reporting Procedure:*

Any injury, other than minor injuries, requires a District accident report to be completed as soon as possible. (See Section C for reporting forms)

## INJURED EMPLOYEE

If you are injured on or off the job, the District is concerned about your recovery and your return to work. Below is a summary of the steps that the District and the employee should

openly participate in to assist in the recovery and return to work process.

- The employee shall seek medical attention immediately following an injury and notify the District as soon as possible. If it is a work-related injury, the District will initiate the Workers' Compensation procedure as soon as notified.
- Once medical treatment has begun and the employee is able to discuss the results of the injury, the Good Faith Interactive Process will begin.
- The employee will need to have medical verification of the injury and the doctor's recommended restrictions, if any, as a result of the injury. The employee will need to provide a doctor's approved "Return to Work" form before work assignments can be made.
- If medical help has not been provided and the employee is stating that they are injured, the District will help direct the employee to seek medical attention.
- The first meeting after the injury will be a discussion between the employee and their immediate supervisor or District Manager to review the doctor's evaluation of the injury, and restrictions, if any, that have been recommended by the doctor. At this time, the District representative will discuss possible accommodations that might satisfy the doctor's recommendations and possible other duties that might be available in order to get the employee back to work.
- This Good faith Interactive Process needs to be very open and proactive by both the employee and the District in order that the process can be successful.
- Once the District has a better understanding of the injury, the doctor's recommendations, and the employee's work capabilities, it will evaluate reasonable accommodations and suitable job duties that are available to try to get the employee back to work.
- If the employee's injuries are too severe to allow them to return to work, the District will stay in contact with the employee until reevaluation from a doctor is provided that would allow that individual to consider appropriate work.
- An employee should familiarize themselves with the District's Personnel Policy and what is available, such as but not limited to, sick leave or family medical leave that might help the employee during this time of recovery from an injury.
- All meetings and correspondence are confidential and will be documented to help clarify information and lessen the chance of misunderstanding during the process.
- Please contact your supervisor or the District Manager if you have any questions.

## EMPLOYEE TRAINING

The District will implement and maintain an Occupational Safety and Health Training program for all employees. The training program is intended to train and instruct employees in general safety and health work practices and to provide instruction with regard to hazards specific or unique to each employee's job.

To ensure that all employees receive adequate training, the training program will include the following elements:

- All employees will receive training and instruction on the Injury and Illness Prevention Program. All new employees will receive appropriate training prior to assignment to jobs having hazards covered under the training program.
- All employees given new job assignments will receive training applicable to new exposures for which training had not been previously provided.
- All employees exposed to new hazards due to the introduction of new substances, processes, procedures, or equipment to the workplace will receive training and instruction applicable to the new hazards.
- Employees will receive refresher training whenever the District Program Coordinator or Safety Committee is made aware of new previously unrecognized hazards and/or when the District feels it is appropriate.

Training and instruction will be provided in a format or media approved by the Program Coordinator and Safety Committee, and which is readily understandable to all employees.

Training formats and/or media may include, but not be limited to:

- Seminars
- Workshops
- Manuals: pesticide applicators, park maintenance and maintenance safety
- Booklets
- Film or other online visual media
- Meetings

The Program Coordinator will ensure that all training and instruction provided under the Injury and Illness Program is documented. Employees attending or receiving training mandated by this program may be requested to sign an attendance sheet. Supervisors and employees who refuse or fail to attend or participate in District sponsored training will be subject to disciplinary procedures under existing District policy.

## RECORD KEEPING

Record keeping of essential data is important because it documents critical activity taking place as part of the Injury and Illness Prevention Program. Record keeping will be mandatory for the following:

- Workplace inspections
- Employee occupational safety and health training

- Occupational injuries and illness

The Program Coordinator will be responsible for ensuring that all relevant records are completed and kept as required by this program and/or CAL-OSHA.

Workplace inspection records shall be kept for all scheduled, periodic inspections. These records will include at a minimum:

- Date of inspection
- Work areas inspected
- Name of person(s) conducting the inspection
- The unsafe conditions and work practices which have been identified
- Action taken to correct the identified unsafe conditions

Personnel records shall be kept for all safety and health training provided to employees. These records will be kept for each employee and will include at a minimum:

- Employee name
- Date of training
- Type of training provided
- Training provider(s)

Records shall be maintained, at the Terry Ashe Recreation Center, for all recordable occupational injuries and illnesses. Recordable losses are losses which result in lost work time of at least a full day or shift beyond the date of occurrence or which require medical treatment beyond first aid.

## OSHA RECORD KEEPING

Those responsible for keeping records for the District must be supplied with information sufficient to identify the following:

- All fatalities
- All occupational illnesses (including poison oak)
- All occupational injuries resulting in lost work time
- All incidents in which the employee loses consciousness
- All incidents in which a physician prescribes restriction of work or motion, even if there is no lost work time
- All incidents which result in the injured employee's hospitalization for more than 24 hours for other than observation
- All incidents which result in transfer of the injured employee to a different job
- All incidents requiring medical treatment. This does not include first aid treatment, even though such treatment may be given by a physician.

## *Vehicle Accidents:*

### Reports

Vehicle accidents which result in injuries require both an Accident Injury Report as well as an Accident Investigation Report. Investigation shall be made by the employee's supervisor and shall include.

- A summary of the investigation (description of circumstances)
- A summary of the findings, accident history, any action taken.

### Procedures

The first concern in a vehicle accident is care of injured parties. Review the first aid information in this manual.

The second concern is warning traffic to avoid further collisions. Traffic Reflectors, flashers, or traffic direction may be required until police arrive.

If involved in an accident, turn off the ignition, apply the parking brake, carefully exit the vehicle, and walk carefully to a safe place. If unable to exit your vehicle safely, remain in your vehicle until help arrives.

Contact your Supervisor & Local Authorities as soon as it is safe to do so.

Any vehicle accident in a District vehicle or in a personal vehicle on District business must be reported, regardless of the amount of damage or the location of the accident.

The police must be notified of any accident involving District vehicles if the accident occurs on a public roadway. If the law enforcement officer does not take a report (regardless if in a District vehicle or in a personal vehicle on District business) it is your responsibility to obtain the following information:

- Name(s) of the driver(s) of the other vehicle(s)
- Address of the other driver(s)
- License number and description of the other vehicle(s)
- Driver's license number(s) of the other driver(s)
- Names of passengers in all vehicles.
- Accident Reporting packets are available in all District Vehicles.

**Adopted by PRPD Board of Directors July 12, 2023**

**DRAFT**

**SECTION B**

**RESPONSIBILITIES**

## PRPD DISTRICT MANAGER RESPONSIBILITIES

The District Manager shall provide leadership and direction to staff: Initiating and promoting an effective safety program within the District. Process for initiating and promoting effective safety program:

- Assigning personnel as necessary to administer various aspects of the District's safety program
- Being alert for unsafe acts and conditions as observed in the operations of the District
- Enforcing safety rules, regulations, and procedures
- Ensuring all accidents are promptly and properly investigated and reported
- Modeling best practices for safety rules, regulations, and procedures

The District Manager shall:

- Review reports of accidents experienced and/or unacceptable safety performance for the purpose of developing improved procedures or equipment guarding to reduce hazards in the work environment
- Shall ensure that prompt, preventative and corrective action is taken when warranted
- Shall ensure safety training and review is given to employees on a regular basis

Employees shall be provided with a place of employment free of recognized hazards that might cause serious injury or death.

Ensuring that the Assistant District Manager, Park Supervisor and Recreation Supervisors know and accept their responsibility for the enforcement and continuing effectiveness of the Safety Program shall be the responsibility of the Manager.



## PRPD PARK SUPERVISOR SAFETY RESPONSIBILITIES

The Park Supervisor is responsible for managing the following District-wide safety procedures:

- Maintains, updates, and revises District Injury and Illness Prevention Program manual
- Serves as the District Injury and Illness Prevention Coordinator
- Lead maintenance personnel safety training twice a month
- Conduct District-wide facility inspections as scheduled by the Safety Committee, but not less than one time per year
- Serves as a Safety Committee representative regularly, but not less than quarterly
- Maintain pink slip record of repairs beyond general maintenance
- Document Maintenance employee accidents, emergency procedures, accident reporting, investigation, follow up
- Coordinates the following personnel professional training:
  - QAC = Qualified Applicator Certificate
  - CPO = Certified Pool Operator
  - CPR = Cardiopulmonary Resuscitation
  - First Aid Certificate

## PRPD SUPERVISOR SAFETY RESPONSIBILITIES

Supervisors shall ensure that all assigned personnel implement and conform to all safety and loss control procedures, rules, and regulations applicable to their assignments by:

- Planning, direction, and coordination of all Division activities
- Assuring equitable enforcement of safety rules and policies
- Reviewing reports of accidents, losses, and injuries and assuring that such losses are reported and investigated
- Assisting program leaders in planning of safety programs, training, and other activities
- Assuring that prompt preventative and corrective action is taken when warranted
- Monitoring contractors and consultants when they are working on District projects
- Monitoring safety activities and training requirements in their area of responsibility and providing adequate time and budget support for those activities
- Assisting assigned leaders in their planning of work methods and procedures to assure safety of operations
- Conducting regular and on-going safety tailgate meetings to examine loss experience, new procedures, new equipment and other safety circumstances
- Assuring that everything, reasonably necessary to assure the life, safety, and health of employees in their area of responsibility is being accomplished

- Maintaining first aid and CPR certification records
- Assuring all employees are properly trained and currently qualified to perform all operations and to operate all equipment consistent with their job classifications
- Enrolling their employees in applicable safety training to ensure proper training to work and operate safely

## PRPD ASSIGNED LEADER SAFETY RESPONSIBILITIES

An assigned leader is a person who is designated to be in charge of a given task:

- Enforcing all safety rules, regulations, and procedures applicable to their operation or task
- Planning and layout of work methods and procedures to assure safety of operations
- Providing direct supervision for jobs, tasks, or procedures which are new or infrequently performed or have high potential for accident
- Assuring that all personnel assigned to their operations have been properly trained for respective assignment(s) and are following proper procedures
- Providing safety orientation and training to new and newly assigned personnel

## PRPD EMPLOYEE SAFETY RESPONSIBILITIES

Employees are responsible for their own safety and for alerting other employees of hazards or improper work procedures by:

- Reporting all injuries, accidents, and hazards
- Following safe work procedures
- Use and care of personal protective equipment and safeguards
- Proper use and care of tools
- Proper operation of machinery, equipment, and vehicles
- On-the-job housekeeping
- Participation and assistance in District safety programs

Each employee has certain rights under California Occupational Safety and Health Administration in addition to safe and healthy working conditions and training in safety. These include:

- An employee may refuse to perform work which is in violation of California Labor Code or Safety Regulations when such violation is a real and apparent hazard.
- Employees may request from their supervisor and be provided with information and given training about potential hazards of materials and chemicals used or to which they may be exposed. Employees may also see and copy records of exposure to toxic

materials or harmful physical agents.

Adopted by PRPD Board of Directors July 12, 2023

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**SECTION C**  
**REPORTING FORMS**

## Procedure for On-the-Job Injury Reporting Worker's Compensation Insurance

### Sedgwick Insurance Group— No Policy Number Needed

#### **Supervisor Reporting Guidelines:**

- If the injured employee requires immediate medical attention call 911.
- If the injured employee is not in immediate danger from their injury, supervisors should contact California Occupational Medical Professionals:
  - Monday, Tuesday, and Wednesday at 505 Wall Street, Chico, CA 95926
  - Thursday or Friday at 1940 Feather River Blvd., Ste #0, Oroville, CA 95965
- Notify Administrative Assistant III (Office Manager) and District Manager ASAP.
- Supervisor fills out lines 9-17 of the DWC-I form.
- Employee fills out lines 1-8 of the DWC-1 form as soon after the injury as possible.
- Supervisor fills out "Supervisor's Report of Employee Injury", Form #WC001 and gives it to the Administrative Assistant III (Office Manager).
- Supervisor fills out "Acknowledgement of Receipt of Employee Claim Form"; Form #WC004 and has employee date and sign. Form is given to the Administrative Assistant III (Office Manager).
- The Supervisor fills out Form #5020.
- The Supervisor faxes State Form #5020 and State Form DWCI to Sally Town of Sedgwick Insurance Group (916)960-0969 to report injury. They will assign a claim number upon receipt of all information.
- Supervisor will take pictures of the accident scene on all major injuries and attach them to Form #WC001.
- Remember that the immediate care of the injured employee is The Most Important Issue.

**Adopted by PRPD Board of Directors July 3, 2023**

**SECTION D**  
**SAFETY AND MAINTENANCE**  
**INSPECTIONS AND REPORTING**

## Introduction

The District's Injury and Illness Prevention Program requires scheduled, periodic inspections of its parks, facilities and work areas.

Typically, these inspections will be conducted by District personnel on an annual basis and by outside specialists on an as-needed basis. This section contains checklists that can be used by District personnel to facilitate the in-house inspections. The checklists in this section include one for general safety and several for specific work areas. The General Safety Checklist should be used for each inspection and it should be supplemented as necessary by appropriate specific checklists. Daily inspections are documented on the "Facility Run" forms.

All items must be answered by checking the appropriate box on the following forms:

### Inspection Checklist:

- Good
- Repair
- Emergency Repair

All repair or emergency repair items must be explained by completing a Maintenance Request Form (Pink Slip). The completed request forms shall be presented to the Park Supervisor with copies sent to the Program Supervisor, if requested. The Safety Committee will review these requests during the Safety Committee meetings each month.

## Site Inspection Guide Information

### For Job Hazard Analysis General Safety Checklist

- (1) **APPLIANCES:**
  - a. Working properly and clean
  - b. Clear of tripping hazards
  
- (2) **AREA LIGHTS:**
  - a. Timers, photocells working properly
  - b. Lenses, unbroken
  - c. No hanging wires or disconnected at junction
  - d. In good working order
  
- (3) **ASPHALT:**
  - a. Free of potholes, tree roots, oil slicks
  - b. Properly lined for parking, disabled spaces, and directional crossings
  - c. Disabled parking spaces identified with proper signage
  
- (4) **BALL PARK DUGOUTS:**
  - a. Benches have no protruding bolts or other objects
  - b. Surfaces smooth with no rough or sharp edges
  - c. Fences safe and secure
  
- (5) **BALL PARK INFIELDS:**
  - a. Free of debris, i.e., rocks, glass, nails, etc.
  - b. No holes or major grade changes
  - c. Infield to outfield transition smooth without abrupt berming
  - d. Base anchors, pitcher's mounds and bases secure to footings
  
- (6) **BASKETBALL COURT:**
  - a. Clean and dry surface
  - b. Backboards in good repair
  - c. No trip hazards
  
- (7) **BLEACHERS:**
  - a. Seats
  - b. Foot boards
  - c. Railings
  - d. Cross braces
  - e. Bolts/nuts, etc.
  - f. General condition



- (8) BRIDGES:
  - a. No tripping hazards present
  - b. All surfaces smooth with no sharp or rough edges
  - c. Tread transition grade flush to surrounding surfaces
  - d. All surfaces weather treated with 'No Rot'
  
- (9) CABINETS:
  - a. Not overly crowded
  - b. Handles and latches working properly
  - c. No sharp or rough surfaces
  
- (10) CHAIRS:
  - a. No metal fatigue or stress cracks
  - b. No sharp or jagged edges
  - c. Rubber skids at base of legs in good condition and present
  
- (11) DESKS/WORKSTATIONS:
  - a. Computer work area provides user with keyboard trays inserted at a position where arms are bent at right angles at the elbow, hands held in a straight line with forearms and elbows close to the body for ergonomic arm positioning
  - b. Drawers are in good working order, opening freely with no restrictions
  - c. Overall condition of the Desk/Workstation is good, sturdy and free of sharp edges or protruding objects
  - d. All desk/workstation chairs have a sturdy chair base with casters secure
  - e. Free of computer cables, electrical cords, and trip hazards
  
- (12) DOORS:
  - a. Not sticking, levers in good working order
  - b. Surfaces non-skid. No blockage surrounding area
  - c. Information signs present and up to date
  
- (13) DRINKING FOUNTAINS/FAUCETS:
  - a. Working properly with no leakage for slipping hazard
  - b. No toxic substance adjacent to potable water
  
- (14) ELECTRICAL OUTLETS:
  - a. Grounded with no cracked or broken plates
  - b. Not overloaded
  - c. Ground Fault Interrupter (GFI), if near water sources
  
- (15) ELECTRICAL PANEL:
  - a. Correct labeling of each breaker
  - b. No broken or faulty switches
  - c. Easy access with no blockage

- (16) ELECTRICAL SWITCHES:
  - a. Covers are not cracked or broken in any way
  - b. No smoke decolorization of plates or smoke present
  
- (17) FENCES:
  - a. Free of sharp corners and edges
  - b. Fabric with no large holes or cut pieces
  - c. Poles and rails unbent and no hazard to pedestrian or vehicle traffic
  
- (18) FIRE EXTINGUISHERS:
  - a. The right type for the facility, vehicle or equipment
  - b. Recharge date and if used
  - c. Marked and have free access for use
  
- (19) FIRST AID AND SAFETY KITS:
  - a. Complete kit with updated materials within
  - b. Refer to Inventory Lists in this Section, Pages 64 & 65
  
- (20) FLOORS, FLOOR MATS, OR RUNNERS:
  - a. In good condition
  - b. Clean of debris with no tripping hazards
  - c. Dry
  
- (21) GATES:
  - a. Swing freely
  - b. All hardware present with no sharp, rough, or jagged edges
  - c. No bent or projecting poles or cross members
  
- (22) GAZEBOS, ARBORS, AND GROUP MEETING AREAS:
  - a. Electrical working properly with steps clean of debris
  - b. Steps and handrails secure
  - c. Walking surface and benches clean
  - d. Structure intact
  
- (23) GENERAL GROUNDS:
  - a. Look for items that seem out of place or unusual that may cause trouble, such as but not limited to, broken structures, holes, work area debris, barricade placement, legibility of signage, trash, etc.
  
- (24) GROUP PICNIC AREAS:
  - a. Barbecues clean and working properly
  - b. Picnic tables in proper condition
  - c. Walkways and surface area clean of debris

- (25) GUTTERS; RAIN GUTTERS AND DRAINS:
  - a. Clean of debris and no rough or sharp surfaces
  - b. Drains and downspouts clean and draining
  
- (26) HALLWAYS:
  - a. No blockage for passage
  - b. Floor care in good condition
  - c. Floor runners or mats allow good footing
  
- (27) HORSESHOE PITS:
  - a. Free of glass, sharp objects, and debris
  - b. Metal stakes free of burs or jagged edges
  - c. Sand area up to grade of perimeter
  - d. Back boards not broken or splintered
  
- (28) KITCHEN:
  - a. Stove working properly and clean
  - b. Dials are easily readable for On/Off settings
  - c. Drawers slide smoothly with handles secure
  - d. No sharp edges on counter surfaces; clean
  - e. Refrigerator has only food items in it and is clean
  - f. Sink, plumbing works correctly with no leaks under sink
  
- (29) LIGHTS:
  - a. Free of loose wires and secured well to footing
  - b. All bulbs in proper working order with no dimming or flickering
  - c. Lenses or lights not shattered or broken
  
- (30) OUT BUILDINGS & STORAGE AREAS:
  - a. Properly signed, if needed
  - b. Secured doors, windows, locks, etc.
  - c. Clean and orderly
  - d. Secure and stable shelves and cupboards
  - e. Adequate workspace
  - f. Proper storage of materials
  
- (31) PARK MAINTENANCE STORAGE FACILITIES:
  - a. Clean and orderly with clear passageways for walking
  - b. Proper storage of fertilizers, tools, paints, and supplies
  - c. Workbench surfaces clean and uncluttered
  - d. Material Safety Data Sheet (MSDS) binder present and up to date (where applicable)
  
- (32) PARK SIGNS:

- a. In good condition
  - b. Legible, correct and up-to-date information
  - c. Free of any hazard such as sharp corners, splinters, etc.
- (33) PARKING LOTS:
- a. Directional markings bright and legible
  - b. All information to drivers, i.e. signs, striping, etc., correct and up to date
  - c. Clean of debris, with bumpers in proper location and present
- (34) PICNIC TABLES / PARK BENCHES:
- a. Seat
  - b. Top
  - c. Legs
  - d. Bolts
  - e. Paint or sealers
  - f. General condition
- (35) PLAYGROUND EQUIPMENT MAINTENANCE CHECKLIST
- a. Structure: Bending, warping, cracking, loosening, breaking, etc.
  - b. Surface Finish: No protective coating, rust, other corrosion, cracks, splinters; check harmful preservatives or points, etc.
  - c. Hardware: Missing, bent, broken, loosened, open hooks, etc.
  - d. Edges: Sharp points or edges, protruding bolts, or other protrusions, etc.
  - e. Pinch or Crush Points: Exposed mechanisms, junctures or moving components, etc.
  - f. Mechanical Devices and other moving parts: Worn bearings, lubrication needed, missing protective covers, etc.
  - g. Guard or Handrails: Missing, bent, broken, loosened, etc.
  - h. Ladders and Steps: Missing rungs, or steps, broken, loosened, etc.
  - i. Swing Seats: Missing, damaged, loosened, have sharp corners, etc.
  - j. Footings: Exposed, cracked, loose in ground, etc.
  - k. Protective surfacing, under & around equipment: Compacted, displaced to ineffective level does not extend to potential impact area; unsanitary, poor drainage, broken glass, etc. Media 8" to 12" depth
  - l. Play Equipment: Needs replacement
  - m. Swings:
    - i. Seat
    - ii. Seat eyes
    - iii. Seat "S" hooks
    - iv. Chains
    - v. Swivel "S" hooks
    - vi. Frame
    - vii. Soft ground landing

- (36) PONDS AND WATER FEATURES:
- a. Clear of debris or hazards
  - b. Pumps, fountains, and waterways functional
  - c. Landscape rocks and plants maintained
- (37) a. POOL CHEMICAL PLATFORM:
- i. No blockage with no skid surface
  - ii. Hand truck dolly present and working correctly
  - iii. Chemical drums free of leaks or spillage
  - iv. Platform securely fastened to concrete footings
  - v. All material properly labeled
- b. POOL CHEMICAL STORAGE SHED:
- i. Chemical bags not torn or losing material
  - ii. Liquid containers free of leaks
  - iii. All materials properly labeled
  - iv. Ventilation present and plentiful
  - v. Safety signs present and up to date
  - vi. Door locked at all times when closed
  - vii. Proper Material Safety Data Sheets (MSDS) sheets current and available
- c. POOL CHLORINE, ACID ROOM
- i. Safety information signs in place and current
  - ii. No leaks in containers or material on the floor
  - iii. No food, drink, or other personal possessions present
  - iv. Injector pumps working correctly
  - v. Ventilation present
  - vi. Door locked at all times when closed
- d. POOL DECK:
- i. Clean of debris
  - ii. No potholes, wide cracks, or gaps
  - iii. Painted surfaces not slippery when wet
  - iv. Easy access to pool safety/rescue equipment, back board, AED, First Aid, and life hook
- e. POOL DEPTH MARKERS:
- i. Clearly legible both above and below surface of water
- f. POOL FILTER:
- i. No rust present; no leaks present
  - ii. Surfaces nonskid and no blockage surrounding area
  - iii. Information signs present and up to date

- g. POOL HEATER:
  - i. Thermostat working properly
  - ii. No leaking water and rust free
  - iii. Safety information and signs up to date, in place, and correct
  - iv. Off when not in use
  
- h. POOL LIFEGUARD STAND:
  - i. All surfaces smooth
  - ii. Footings safe with no blockage for access
  - iii. Structure solid
  
- i. POOL LIGHTS:
  - i. Lights should be secure to wall with no loose wires and in proper working order.
  - ii. No cracked or broken lenses
  
- j. POOL LINING
  - i. No leaks present
  - ii. Free of rough or sharp surfaces
  - iii. Lane lines clearly visible
  
- k. POOL PLUMBING ROOM:
  - i. Working properly with no leaks
  - ii. Pipe secured to footings
  - iii. Valves not stuck and working correctly
  - iv. Door locked at all times when closed
  - v. Fire extinguisher present and charged
  - vi. Emergency eye wash working correctly
  - vii. Sump pump working correctly
  
- l. POOL PUMP:
  - i. No rattling or loud noise should be generated from pump
  - ii. Secure to foundation
  - iii. No loose wires, and switch working properly
  
- m. POOL SHOWERS:
  - i. Floor surfaces are non-skid
  - ii. Partitions have no rough or sharp edges
  - iii. Plumbing works properly with no leaks
  
- n. POOL SKIMMER COVERS AND BASKETS:
  - i. No cracked or broken parts
  - ii. Clean of debris and sharp edges

- o. POOL STARTING BLOCKS / SLIDE/ CLIMBING WALL / STEPS:
  - i. Secure to concrete footings
  - ii. No loose, broken, or missing parts
  - iii. No rusting or sharp, jagged edges
  - iv. Textured, non-skid surface in good condition
  
- (38) PORTABLE TOILETS:
  - a. Properly cleaned, stocked, and pumped
  - b. No broken, sharp, or nonfunctioning elements of the unit
  
- (39) POWER ROOM:
  - a. No blockage with storage within
  - b. Proper signage
  - c. All breakers in working order
  
- (40) POWER TOOLS:
  - a. Cords are in good condition with no frays or cuts
  - b. Proper safety equipment is attached and in good working order
  - c. Tools are clean and in proper repair
  
- (41) RESTROOMS:
  - a. Floors clean and dry
  - b. Plumbing fixtures in good working order
  - c. Partitions—no jagged or sharp edges
  - d. Dispensers working properly
  - e. Privacy doors or curtains working properly
  
- (42) RETAINING WALLS:
  - a. Wood or masonry in sound structural condition
  - b. Blocked from upper grade to prevent falling hazards
  
- (43) ROADS
  - a. No obstructions, holes, large cracks, and drop-off shoulders
  - b. Clear safety and directional signage and painting
  - c. Intersections clean and properly marked
  - d. Ditches and culverts clean and in good repair
  
- (44) RUGS:
  - a. Clean of soil and debris
  - b. Not torn or tripping hazard
  
- (45) SERVICE SAFETY EQUIPMENT:
  - a. Test septic alarm
  - b. Inspect indoor sprinkler systems & tanks for power and leakage

- (46) STAGE:
  - a. Floor care properly taken care of and uncluttered
  - b. All doors and exits have clear access
  - c. Media equipment working properly
  - d. Only items on floor which should be there
  
- (47) STEPS:
  - a. Clean with no frayed edges or obstructions
  - b. Nonskid with no chips or tripping hazards
  - c. Free of debris
  - d. Handrails present with secure landings
  - e. Secure to lock points with no rough or sharp edges on surfaces
  
- (48) TABLES—FOLDING
  - a. No metal fatigue, broken hinges
  - b. Top in good condition with good surface
  - c. No sharp surfaces
  - d. Rubber skids at base of legs in good condition
  
- (49) TRAILS:
  - a. Pathway clear of downed trees, limbs, protruding roots, and potholes.
  - b. Marked correctly with good footing
  - c. Water drains freely off pathway
  
- (50) TRASH CANS/DUMPSTERS:
  - a. No sharp edges
  - b. Clean
  - c. Working properly
  
- (51) TURF AREA:
  - a. No potholes, ruts, bare area, or overly wet areas
  - b. No glass, sharp objects, rocks, broken sprinklers, or protruding tree roots
  - c. All electrical and irrigation boxes to grade level with lids in good repair
  
- (52) VEGETATION:
  - a. Dead trees or limbs that may fall in or near patron usage areas
  - b. Roots that may cause trip hazards
  - c. Poison Oak intruding on walkways or trails
  - d. Thick brush or weeds near pedestrian areas that may present a fire danger
  - e. Vegetation touching or having good possibility of falling on power lines
  - f. Sharp or dead lower limbs on plants and trees that could injure a patron
  - g. Vegetation that blocks users view of safety zones (Example: street intersections)
  - h. Trees or plants growing into roads or sidewalks reducing the path of travel



- (53) VOLLEYBALL SAND COURT:
  - a. Depth of bedding material 8" to 12" fall zone
  - b. Net poles with no bends or projecting objects
  - c. Sand free of sharp objects or other debris
  - d. Perimeter secure and footings fastened
  
- (54) WALKWAYS—CONCRETE:
  - a. Should be non-skid with no protrusions or elevation changes too dramatic.
  - b. Transitions should be smooth to other surfaces, i.e., soil, asphalt, grass, rock areas, etc.
  
- (55) WARNING TRACKS:
  - a. Weed free with no potholes
  - b. Fences safe and continuous
  - c. Soil grade to bottom of fence
  - d. Track to turf transition smooth grade with no tripping hazard
  
- (56) WELLS:
  - a. Properly secured (locked in shed or underground)
  - b. If used for irrigation back flow equipment installed as mandated
  - c. Check for leakage, possible vandalism or unauthorized usage
  
- (57) WINDOWS:
  - a. No broken glass, or loose glazing
  - b. Locking mechanisms are working properly

**Adopted by PRPD Board of Directors July 12, 2023**

**SECTION E**  
**SAFETY RULES AND GUIDELINES**

## Safety Policy

The Paradise Recreation and Park District recognizes that it has a responsibility to provide its employees with a work environment that is safe. A safe environment means that every effort be made to search out recognized hazards that might cause injury, to adopt procedures, safeguard equipment, and to adopt procedures that achieve a safe working environment.

The District will comply with all occupational safety and health rules, regulations, and orders to ensure this degree of safety. In addition, the American National Standards Institute (ANSI) for safety and manufacturer's recommendations for the safe use and operation of equipment or product, will be given close consideration in development of the District's work procedures.

It is expected that each employee will perform his/her work using all safety procedures that have been provided and will do all that is necessary to prevent injuries to themselves, to fellow employees, and to the public which we serve.

## Safety Rules

Safety rules have evolved through experience—experience that for many has cost life, limbs or function. Today we benefit from these losses with safety rules that prohibit us from making the same mistakes. The State of California has one of the most comprehensive safety programs and specified many safety orders and regulations. Beyond even these, a general awareness of risks and safety sense is needed to form a protective barrier guarding against the unexpected, unforeseen or uncorrected hazards.

Specific District rules are required for safety in operations not covered by state or local authorities. Rules are to be consistently enforced and habitually followed but may require revision from time to time. A rule that is needless or out of date influences the effect of valid and necessary rules. Procedures additional to, or revisions of, safety rules shall be as follows:

- Employees are encouraged to make suggestions for additions, corrections, or changes to the safety rules. Any suggestions should be made to your Supervisor or the Safety Committee.
- The Safety Committee shall review such suggestions and shall make any appropriate recommendations to the District Manager.
- Upon approval by the District Manager, Division Supervisors shall be responsible for instructing all employees in their division of changes. When these changes are reflected in revisions to the Safety Manual, employees shall again be informed.

If changes are made at the state or local level, orders or regulations which require revisions to the Safety Rules, the Safety Committee shall also recommend changes to the District Manager.

### **Enforcement Policy:**

Employees are required to follow all existing District rules. Failure to observe these rules can result in disciplinary action.

## General Rules

- Any injury, no matter how slight, must be reported to the Supervisor as soon as possible.
- Any vehicle accidents, regardless of the extent of injury, damage to the vehicles, or damage to personal property, must be reported.
- Any unsafe condition or practice shall be reported at once to the Supervisor.
- Work areas shall be maintained in a clean and orderly manner:
  - Good housekeeping shall be the responsibility of all employees.
  - Debris and litter shall be placed in the appropriate waste receptacles.
  - Waste receptacles shall be kept in convenient areas but out of the way of foot traffic.
  - Always empty wastebaskets before they overflow. Trash buildup is a bad housekeeping practice and a violation of fire codes.
  - Working areas shall be kept free of all tripping, slipping, and obstructive hazards.
  - Storage areas must be kept orderly and materials securely piled or stacked with heavier items on lower levels.
  - “Horseplay” by Paradise Recreation and Park District employees shall not be tolerated.
  - Barriers, warnings, or signs shall be installed whenever temporary or permanent uncorrectable hazards exist. Employees shall follow such posted instructions.

## Personal Protective Equipment

Personal protective equipment is intended as an additional safeguard against those hazards for which controls cannot be established. They are not a substitute for proper work procedures and are only effective if used.

Personal protective equipment includes, but is not limited to, the following types:

- Head protection—hard hats
- Eye protection—safety glasses, goggles, face shields
- Body protection—special protective clothing, rain gear, safety belts, lifelines, flagging vests, gloves, chaps
- Heat protection—limit heat exposure, drink water
- Hearing protection—ear plugs, earmuffs
- Lung/Respiratory Protection-Masks

Program Supervisors are responsible for providing personal protective equipment as required by paragraph 4 below. Assigned Leaders are responsible for assuring that all personnel wear the proper equipment during those operations for which it is required. All employees must

wear the required personal protective equipment on tasks, or on those sites specified in paragraph 4. Required personal protective equipment is listed below. The Program Supervisor or Assigned Leader may require additional equipment or specify use of equipment during other operations.

**Head Protection:**

Head protection of the appropriate type shall be worn:

- Whenever working around overhead equipment or when there is danger of falling or flying objects, electrical shock, or burns.
- Electrical work requires non-conductive head protection.

**Eye Protection:**

Eye protection is required when working in locations where there is danger of flying particles, hazardous substances, projections or injurious light rays and when operating vehicles or in equipment which does not have enclosed cabs. The following is required:

- Grinding, machining, buffing, chipping, jack hammer or pavement breaker operation: face shield, goggles, or safety glasses with side shields
- Exposure to dust: goggles with vent screen
- Handling chemicals: chemical splash cover goggles, face shield
- Compressed air exposure: goggles with vent screens, safety glasses
- Arc welding: welding hood
- Gas welding: welding goggles
- Working in vicinity of welding: safety glasses with side shields

**Hand Protection:**

Gloves shall be worn when work involves unusual exposure to cuts, burns, or harmful physical or chemical agents. The following type gloves shall be worn for the tasks indicated:

- Reinforced palm gloves: general protection, handling trash.
- Plastic coated, knit gloves: wet conditions.
- Rubber gloves: handling corrosives, chemicals, immersion in solvents.
- Lineman's gloves: working around power lines.

Wrist watches, rings, or other jewelry shall not be worn while working around any equipment with moving parts in which they may be caught or around electrically energized equipment.

**Body Protection:**

Clothing appropriate for the work being done shall be worn:

- Loose sleeves, cuffs, or shirt tails shall not be worn around moving machinery.
- Clothing saturated or impregnated with flammable liquids, corrosive substances, or irritants, shall be removed as promptly as possible and shall not be worn when personnel are exposed to rain, herbicide, or pesticide spray.
- Special resistant clothing may be required for special operations.

**Heat Protection:**

All employees who work outdoors shall have the following options:

- Access to one quart of water per employee per hour for an entire shift.
- A right to a break in the shade of at least five minutes as a preventative measure. Staff suffering from heat illness should contact their supervisor for assistance and assessment of whether the employee should be sent for medical care or sent home.
- Training on preventative measures for dealing with heat exposure.

## Hazardous Material Emergency Response Procedures

Although the Paradise Recreation and Park District seldom handles or stores hazardous materials in the amounts that would require written procedures for clean-up or emergency response, an emergency response plan has been developed for this agency for the Paradise Pool and the Ice Rink. Copies may be found at the site where hazardous materials are stored and in the Park Supervisor's office.

Procedures are mentioned in the guide that will inform staff on how to deal with small spills of hazardous waste, storage locations, amounts, and emergency procedures.

A copy of this plan should be provided to emergency response personnel in the event of an emergency at the appropriate park facility.

## Hearing Conservation Program

**Monitoring:**

Cal-OSHA requires that when any employee's exposure may equal or exceed an eight-hour, time-weighted average of 85 decibels, the employer shall obtain measurements for employees who may be exposed at or above that level. Rather than risk employees working under borderline conditions without hearing protection, the District shall comply with this mandate and shall take a firm stand by requiring that all employees use hearing protection devices whenever operating any piece of equipment which is capable of exposing the employee to 85db regardless of the amount of time that the equipment is being used.

**Hearing Protection:**

Hearing protection shall be worn on those jobs or during those operations specified by the Program Supervisor. Headphones or earphones for portable radios, tape recorders, or similar equipment shall not be substituted for approved hearing protection devices.

- Operations requiring ear protection shall include, but not be limited to, jack hammers, tamper or pavement breakers, blowing with compressed air, or backpack blowers. Any other operation of equipment where conversation in a normal voice is difficult, require ear protection.
- Ear protection shall be issued on an individual basis and shall not be loaned or transferred to another person without first being cleaned and sanitized.
- Ear protection shall be provided by disposable ear plugs, or earmuffs.

## Safety and Procedures for Cleaning Outside Restrooms and Trash Removal

### **Safety:**

- Use gloves when cleaning restrooms and doing trash clean up.
- Never push garbage with your hands.
- When finished with restrooms and garbage, wash hands with hot water and soap or hand sanitizer.
- Use care when removing broken glass and be sure you remove it all.
- If you find any needles or other drug paraphernalia, use extreme care with clean up. Put material in a solid closed container and give to your supervisor.

### **Cleaning Outside Restrooms:**

- Spray disinfectant on sinks, urinals and toilets. Allow to work a few minutes.
- Sweep out restrooms.
- Check paper towels and toilet paper.
- Dump garbage.
- With sponge or paper towels, clean sink and urinals. Use toilet brush and clean toilet.
- Hose out or mop floors with disinfectant. Use extra disinfectant around toilets and urinals.
- Spray air freshener.
- Keep supplies stocked; they are in the maintenance shed.
- Once a week or as needed, wipe walls with disinfectant.

### **General Trash Removal:**

- Canvas entire park area and pick up any loose trash. This includes cigarette butts, gum wrappers, etc..
- If the trash can has water in it, tip can to side to drain water. Use the lid or any other suitable tool to hold any trash in can. Do not use your hands.
- Pull bag out when a quarter full or more. Also pull the bag if there are any baby diapers, deteriorating products, etc., no matter how full. After removing bag tie closed so garbage will not spill.
- When you replace the bag, you may need to tie a knot in a corner of the bag before



placing it in the can. This is so the bag won't fall in once trash is added.

- Once a week or as needed, the bottom of the cans should be disinfected and hosed out. Be sure you pick up any loose trash that may fall out.
- Be sure full trash bags are put in a dumpster.
- If a trash can is damaged, repair it if possible. If not possible to repair, remove from site and let supervisor know a replacement is needed.

### **OUR RESTROOMS AND FACILITIES SHALL BE CLEANED AND SANITIZED DAILY.**

**Adopted by the PRPD Board of Directors July 12, 2023**

DRAFT

**SECTION F**  
**DISTRICT VEHICLES**

## District Vehicles

### **Driver Responsibilities:**

Every driver must comply with all laws and regulations. Every driver must use a seat belt while vehicle is in motion and must require all passengers to use seat belts also.

A valid California driver's license must be in possession of the operator any time a District vehicle is operated.

Driving a District vehicle adds additional responsibilities, the first being the care of the property of others. District vehicles belong to the citizens of the District and they have the right to expect care of and respect for their property.

A District vehicle is also highly visible, and its presence is a reminder to all citizens that some District service is in progress. Good public relations require courteous service and driving.

Vehicles are to be maintained in a safe operating condition. Unsafe vehicles are not to be driven, and drivers are responsible for inspecting their vehicles prior to starting operation.

### **Parking District Vehicles:**

All District vehicles shall be properly parked in legal spaces except in an emergency or when necessary for service or repair work.

- Properly curb or block wheels when parked on slope.
- Vehicles are not to be left running or have keys left in the ignition when they are unattended.

### **Emergency Lights and Flashers:**

Emergency lights and flashers have two purposes:

- To warn motorists of obstructions or hazards.
- To protect those in and around vehicles with flashers in operation.

The California Vehicle Code permits emergency and service vehicles to display flashing amber lights. If you place your vehicle where it will be an obstruction, you must be certain the emergency lights are operating and are visible to oncoming traffic.

Do not rely only on the emergency flashers for your protection. Use caution in leaving and entering your vehicle. Keep alert for oncoming vehicles at all times.

Turn off flashers when not needed. Indiscriminate use can create confusion among other drivers.

### **Driver's License and Automobile Insurance Requirements:**

District employees driving District vehicles or personal vehicles on District business must have in their possession a current California Driver's License and provide the District Manager with proof of valid automobile insurance. All District employees who operate or who may drive on District business must have at least a Class 3 license, the normal driver's license.

**SECTION G**  
**EMERGENCY PROCEDURES**

DRAFT

## Injury to District Employees

### **First Aid—General:**

First aid is the immediate and temporary care given to a sick or injured person until medical attention can be obtained. It is not treatment, but aid, comfort, and the prevention of further injury or damage. Supervisors and other designated staff will be required to be currently certified in cardiopulmonary resuscitation (CPR) and First Aid.

- Size up the situation:
  - What care is required?
  - Who to care for first?
  - What other dangers exist?
- Have the victim lie down.
- Check for injuries.
- Plan what to do.
- Administer urgently needed first aid (see below).
- In case of serious injury, call 911 immediately.

The basic rule is to keep the victim lying down and comfortable. Calm reassurance and competent handling are equally important. In general, there are only four cases where quick action is of importance in saving a life. These are:

- SEVERE BLEEDING
- IMPAIRMENT OF BREATHING
- POISONING
- DROWNING

Hurried transportation frequently involves greater risk than waiting until medical help arrives. If you must transport an injured person, do so safely and observe all traffic laws.

### **What to do when an injury occurs:**

The main purpose or responsibility of the employee is to provide prompt and appropriate medical treatment. This is accomplished through the immediate Supervisor.

If an employee refuses medical treatment or examination, contact the employee's Supervisor or District Manager. Prompt medical care or an examination will prevent the injury from becoming worse. Labor Code 4056 allows for compensation to be suspended due to unreasonable refusal of medical treatment. The employee's Supervisor or District Manager will provide counseling regarding necessity for medical treatment.

- If the injury requires medical treatment, the employee's Supervisor shall ensure that medical treatment is obtained in accordance with the District's policy as follows:

*If an employee has on file, prior to the injury, a request to see a personal physician, that request may be granted. If such request is not on file, the injured employee should go to California Occupational Medical Professionals:*

*Monday, Tuesday, and Wednesday at 505 Wall Street, Chico, CA 95926*

*Thursday or Friday at 1940 Feather River Blvd., Ste #0, Oroville, CA 95965*

*If an injury occurs after 5:00 p.m. or on a weekend or holiday, the injured employee should go to the nearest urgent care facility.*

- If the employee is unable to return to work, then the injury is a lost time case and shall be indicated as such on the employer's report of occupational injury or illness.

NOTE: TIME OFF WORK DUE TO A WORKPLACE INJURY CAN ONLY BE AUTHORIZED BY THE TREATING PHYSICIAN.

**For general first aid and cardiopulmonary resuscitation (CPR) procedures please refer to the American Red Cross First Aid Fast reference guide.**

The most common cause of breathing emergency is choking on a foreign object. Everyone should know the Heimlich Maneuver (or abdominal thrust method).

**Restore Breathing:**

If electric shock is the cause of breathing failure, be sure the victim is no longer in contact with the source of electric current. It could be conducted through the victim to you.

There are several methods of artificial respiration. Mouth-to-mouth resuscitation is the easiest for the rescuer and can be started immediately.

Size up the situation. Look for obstacles in the airway, e.g., food, dentures, other foreign objects.

There are six (6) simple ways to restore breathing:

1. Check victim's pulse.
2. Place one hand under victim's neck and lift. Tilt the head back as far as possible by holding the crown of the head with the other hand.

3. Pull the chin up until the head is tilted back fully. This is essential for keeping the air passage open.
4. Place your mouth tightly over the victim's mouth. Pinch the nostrils shut. Breathe hard to make chest rise (for an adult, breathe vigorously about 12 times per minute).
5. Remove your mouth. Listen for returning air. If you do not hear it, recheck victim's head position. Repeat breathing, removing your mouth each time to allow the victim to breathe out.
6. Recheck victim's pulse and repeat Steps 2 through 5 if necessary.

**Poisoning:**

The objectives in treatment of poisoning by mouth are:

- Dilute or neutralize the poison as quickly as possible
- To induce vomiting (except when corrosive poisons are swallowed or if the victim is unconscious or having convulsions)
- To maintain respiration
- To preserve vital functions
- To seek medical assistance without delay

When you know that the victim has not swallowed a strong acid, strong alkali, or petroleum product, but do not have the original container:

- Dilute the poison with water or milk
- Induce vomiting (except for strong acids, strong alkali, and petroleum products)
- **Get medical help immediately**

**Treatment of Shock:**

Shock is present to some degree in every injury. It is also deceptive because symptoms may not be readily apparent. The best cure is prevention. Keep victim lying down and comfortable. Speak calmly.

The symptoms of shock are:

- Shallow, irregular breathing
- Weak pulse
- Pale (or chalky), moist, clammy skin
- Complaints of feeling faint and nausea

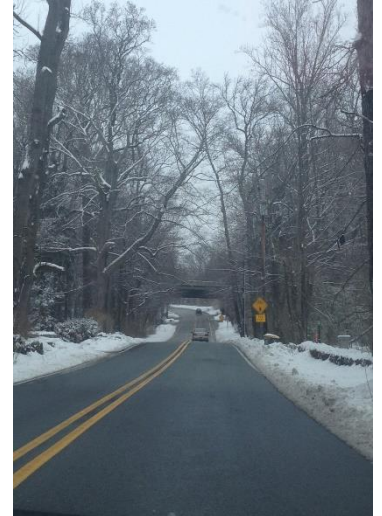
**Adopted by the PRPD Board of Directors July 12, 2023**

**SECTION H**  
**EMERGENCY ACTION PLAN**

DRAFT



# Emergency Action Plan



**Revised: June 1<sup>st</sup>, 2023**

Adopted by the PRPD Board of Directors on:



Paradise Recreation and Park District

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**EMERGENCY ACTION PLAN -V2.23.0629**

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## EMERGENCY ACTION PLAN -V2.23.0629

### I. POLICY

It is the District policy to take every possible action to comply with all emergency regulations and to work directly with the Town of Paradise or other public assigned authority, if necessary, to provide protection to District employees and patrons. Emergency situations require the full participation and cooperation of all District employees. The following assigned responsibilities and procedures will assist in providing a plan of action in case of emergency.

#### **A. EMERGENCY PLAN COORDINATOR**

The Paradise Recreation and Park District [PRPD] District Manager is the Emergency Plan Coordinator and is responsible for making sure this emergency action plan is kept up to date, practiced, and reviewed periodically. The Emergency Plan Coordinator or designee will be the top authority figure in case of an emergency.

The Emergency Plan Coordinator can be contacted at:  
Paradise Recreation and Park District  
Terry Ashe Recreation Center  
6626 Skyway  
Paradise, California 95969  
(530) 872-6393

### II. EMERGENCY EVACUATION COORDINATORS

1. District Manager
2. Assistant District Manager
3. Park Maintenance Supervisor
4. Recreation Supervisor(s)
5. Park Foreman (Park Maintenance III)
6. Office Manager (Administrative Assistant III)

In case of emergency one of these individuals would be responsible for overseeing the overall evacuation procedure, coordinating the rally points and accounting for employees and patrons.

## EMERGENCY ACTION PLAN -V2.23.0629

### A. EMERGENCY PHONE NUMBERS

<b>Emergency Phone Numbers</b>		
	From TARC Landline Police, Ambulance and Fire	9-911
	From Mobile Phone	911
<b>Non-Emergency</b>		
	Paradise Police Department	(530) 872-6241
	Fire	(530) 872-6264
	Town of Paradise	(530) 872-6291
<b>Utility Company Emergency Contacts</b>		
	Electric and Gas	(800) 743-5000
	Water	(530) 877-4971

### III. EVACUATION PROCEDURES

#### Emergency Escape Procedures and Routes

Emergency escape procedures and route maps are posted at each work site. (Attached herein as Exhibit A-1 through A-5).

#### Emergency Escape Procedure:

- Remain Calm.
- Assess the situation.
- Help those in need or let others know of your need.
- Exit the facility through the safest route.
- Meet at the Rally Point.
- Be a team player.

The following information is marked on route maps:

- Emergency Exits.
- Primary and Secondary Evacuation Routes.
- Locations of Fire Extinguishers.
- Evacuation Rally Point.

## EMERGENCY ACTION PLAN -V2.23.0629

### Monitoring Evacuations

Facility evacuation is a standard safety practice and in the event this action is appropriate the listed personnel will monitor the correlating facility areas to ensure complete evacuation. In the event that the listed personnel are not available, and a designee has not been assigned the next authority personnel position will assume that responsibility.

Terry Ashe Recreation Center	District Manager/Assistant District Manager
Aquatic Park	Recreation Supervisor(s)
Moore Road Park	Recreation Supervisor(s)
Bille Park	Park Supervisor
District Shop ( <i>in progress of rebuild</i> )	Park Foreman
Paradise Lake	Park Supervisor
Lakeridge Park	Recreation Supervisor(s)
Oak Creek Park	Park Supervisor
Noble Park	Park Supervisor
Jordan Hill Road	Park Supervisor
Coutolenc Park	Recreation Supervisor(s)
Feather River Place	Park Supervisor
Christmas Tree Farm	Park Supervisor

### Evacuation Accountability Procedure

Those assigned or their designee to monitor a facility is responsible for accounting for all employees and patrons to report to the evacuation rally point. Each employee and patron must be accounted for by name. The assigned personnel will report their head count to the Emergency Evacuation Coordinator. Once everyone has assembled at the rally point everyone should stay at that point, if safe, until professional emergency personnel or the Emergency Plan Coordinator gives further instructions.

### Child Patron Responsibilities

## **EMERGENCY ACTION PLAN -V2.23.0629**

In an emergency, evacuated patron(s) under the age of 18 may only leave the rally point by authorization of the parents, guardian, or as directed by professional emergency personnel or the Emergency Plan Coordinator. A written list of the names of all children who are at the rally point and who they were released to and at what time shall be kept.

### **A. ALARM SYSTEM**

The PRPD phone system is the designated means for communicating an emergency. The employee who is the first to report the emergency will:

- State the Emergency.
- State the Origin of the Emergency.
- State the Need for Immediate Evacuation.

Non-emergency communication of potential problem situations will also be communicated by the PRPD phone system. If an employee needs assistance but is unable to communicate openly the individual should use the intercom to contact another employee and simply say, *"PRPD, and no I'm not available right now."* The other employee should immediately respond in person to that location and assist as needed. Such situations may be:

- Disgruntled Patron.
- Rude, Hostile, or Violent Individual.
- Potential Harassment.

### **B. MEDICAL EMERGENCY**

In the excitement of an emergency, you may be frightened or confused about what to do. **STAY CALM** – you can help. An emergency scene might look complicated at first, but the three **EMERGENCY ACTION STEPS** will help you organize your response to the situation.

#### Emergency Action Steps

1. Check the scene and the victim(s). This simple "take a breath" will give you the opportunity to evaluate the problem and will help you organize your action plan. If possible, verbally call for assistance from another employee or patron.

## **EMERGENCY ACTION PLAN -V2.23.0629**

2. Call 911 (from TARC landline dial 9 – 911). If it is a true emergency situation you will need to activate a professional emergency response team. Be ready to give:
  - a. Your name and the number from which you are calling.
  - b. Your exact location.
  - c. The number of persons injured.
  - d. The extent of injury.
  - e. Treatment that is being given.
  - f. Stay on the line until the operator tells you to hang up.
  
3. CARE for the victim and administer First Aid (annual training in First Aid is available to all full-time employees). Remember do not endanger yourself; you may be the only means of helping the victim. Open gates and doors so emergency vehicles and personnel can access the injured person(s). Do not transport an injured person(s) in your vehicle.

### Medical Emergency Follow-up

- Call parents or guardian of minors who have been injured. Be calm about giving information about the injured person and be careful with how you say things. Remember you are not a doctor so do not give out statements concerning the extent of injuries.
- Call your immediate supervisor and inform them of the accident.
- Fill out a PRPD Accident Form (Exhibit B) and be sure you get names and phone numbers of witnesses.
- Do not make any opinionated statements concerning the fault or cause of the accident.

### **C. FIRE EMERGENCY**

When a fire is discovered:

- Stop and evaluate the situation.

## EMERGENCY ACTION PLAN -V2.23.0629

- If the fire is localized and manageable and you have the ability, put it out use a fire extinguisher or water source and put the fire dead out. Contact your supervisor immediately and report the incident.
- If the fire is not manageable notify the Fire Department by calling 911 (from TARC dial 9 – 911). If possible, have another person do this while you conduct notification as outlined in #4.
- Notify employees and patrons of the fire danger and initiate the emergency evacuation procedure if needed.
- Help provide the Fire Department personnel with information about the facility and fire that you know will help them control the emergency. Such things as utility shut off locations and fire location and materials that may be dangerous.
- Help unlock gates and help direct fire personnel to the exact location but do not jeopardize your safety.
- Take direction from Fire Department personnel or inform them of the District Evacuation Plan that has been initiated.
- After employees and patrons are safe complete a PRPD Incident Report Form (Exhibit C) and review it with your supervisor.

Town of Paradise wildfire emergencies will be coordinated with the Emergency Operations Center [EOC] of the Town of Paradise. If the EOC calls for a mandatory evacuation of a portion of the community the District will cancel all programs that they feel necessary to protect the safety of its patrons. The EOC may give direction to the District on what action it should take. District employees who live in the mandatory evacuation area will be dismissed from work after reporting to their immediate supervisor. Other staff will be directed as necessary to provide for the needs of the District and for the safety of all concerned. It is important that all full-time employees stay in close contact with the main office and their immediate supervisor.



## EMERGENCY ACTION PLAN -V2.23.0629

### **D. EARTHQUAKE EMERGENCY**

- Stay calm and keep away from overhead fixtures, windows, filing cabinets, appliances, heavy standing furniture, and electrical power.
- Get out of the kitchen.
- If you are INDOORS – STAY THERE! Get under a table or desk and hang on to it, or move into a hallway, or get against an inside wall. Don't run outside during the shaking because of falling objects and the danger of falling and injuring yourself.
- If OUTSIDE get to the open, away from buildings, power lines, or anything else that might fall.
- If needed after the earthquake has stopped, initiate the evacuation procedure.

### **E. WIND / RAIN / SNOW EMERGENCY**

Paradise periodically has severe storms with high winds, rain or snow that result in emergency situations. During severe storms employees should:

- Remain calm and assess the situation.
- Stay inside.
- Stay informed.
- Cancel programs and be sure all patrons are cared for.
- If you are in a vehicle:
  - Get to your destination, if safe, and get inside.
  - Have needed safety equipment in your vehicle (prepared in advance, such as tire chains, first aid kit, blanket, water, cell phone, and additional clothing).
  - If your vehicle is stalled or stuck, stay inside your vehicle until emergency personnel arrive, unless you have the ability and equipment to solve the problem without endangering yourself or others.

### **F. ACTIVE SHOOTER EMERGENCY**

- RUN and escape if possible.
  - Getting away from the shooter or shooters is the top priority.
  - Leave your belongings behind and get away.
  - Help others escape, if possible, but evacuate regardless of whether others agree to follow.

## EMERGENCY ACTION PLAN -V2.23.0629

- Warn and prevent individuals from entering an area where the active shooter may be.
- Call 9-1-1 when you are safe and describe the shooter, location and weapons.
- HIDE if escape is not possible.
  - Get out of the shooter's view and stay very quiet.
  - Silence all electronic devices and make sure they won't vibrate.
  - Lock and block doors, close blinds and turn off lights.
  - Don't hide in groups. Spread out along walls or hide separately to make it more difficult for the shooter.
  - Try to communicate with police silently. Use text message or social media to tag your location or put a sign in a window.
  - Stay in place until law enforcement gives you the all clear.
  - Your hiding place should be out of the shooter's view and provide protection if shots are fired in your direction.
- FIGHT as an absolute last resort.
  - Commit to your actions and act as aggressively as possible against the shooter.
  - Recruit others to ambush the shooter with makeshift weapons like chairs, fire extinguishers, scissors, books, etc.
  - Be prepared to cause severe or lethal injury to the shooter.
  - Throw items and improvise weapons to distract and disarm the shooter.
- After
  - Keep hands visible and empty.
  - Know that law enforcement's first task is to end the incident and they may have to pass injured along the way.
  - Officers may be armed with rifles, shotguns or handguns and may use pepper spray or tear gas to control the situation.
  - Officers will shout commands and may push individuals to the ground for their safety.

## **EMERGENCY ACTION PLAN -V2.23.0629**

- Follow law enforcement instructions and evacuate in the direction they come from unless otherwise instructed.
- Take care of yourself first, and then you may be able to help the wounded before first responders arrive.
- If the injured are in immediate danger, help get them to safety.
- While you wait for first responders to arrive, provide first aid. Apply direct pressure to wounded areas and use tourniquets if you have been trained to do so.
- Turn wounded people onto their sides if they are unconscious and keep them warm.

### **G. TOWN/AREA EVACUATION**

- Know PRPD Zones. For the most current zones throughout Butte County visit: <https://bereadybutte.com/know-your-zone/>
- ONE-WAY EVACUATION will be implemented through the Town of Paradise, Paradise Police Department, Fire Department in the event of an evacuation of town or affected area. One-Way Evacuation means the travel lanes on a designated section of road that are normally two-way would proceed in one direction, heading away from the approaching wildland fire.

### **H. CHEMICAL/BIOHAZARD**

For the purposes of this Emergency Evacuation Plan, biohazards are defined as any material or agent that may contain infectious or potentially infectious substances, or any agents or substances that are an environmental release risk (i.e., recombinant DNA).

- Examples:
  - Microbiological cultures or stocks (including bacterial, viral, parasitic, fungal, etc.)
  - Recombinant or synthetic nucleic acid molecules (including viral vectors)

## **EMERGENCY ACTION PLAN -V2.23.0629**

- Organisms or cells that contain recombinant or synthetic nucleic acid molecules (including transgenic organisms and those transiently containing exogenous nucleic acids)
- Human or animal cell or tissue cultures
- Anatomical or pathological waste (human or animal tissue or organs)
- Human clinical specimens (feces, blood, urine or any other bodily fluid)

### **I. BOMB THREAT EMERGENCY**

All bomb threats are taken seriously. In the event that PRPD receives a bomb threat, remember to stay calm, be courteous, do not interrupt, and pay close attention to all items:

- Try to keep the caller on the phone.
- Pretend difficulty hearing.
- Keep caller talking.
- If you are sure you can do so safely, let someone else know a bomb threat is taking place.
- If caller seems agreeable to further conversation, ask questions like:
  - If the building is occupied inform the caller that a detonation could cause injury or death.
  - Ask when it will go off. Try to determine the hour and time remaining.
  - Ask where it is located. Try and obtain the location in the building, room or area of the facility.
  - Ask what kind of bomb.
  - Ask what kind of package it is in.
  - Ask why the caller knows so much about the bomb.
  - Ask the caller for his/her name and address.
- Did the caller appear familiar with the facility by his/her description of the bomb location?

## EMERGENCY ACTION PLAN -V2.23.0629

- Notify the Police Department by calling 911 (PRPD 9 – 911). Initiate evacuation procedure. After the incident, complete a Telephone Bomb Threat Checklist (Exhibit D) and review it with your supervisor.

### **J. ROBBERY**

During a robbery, employees should take extraordinary measures to ensure their own safety and the safety of others including:

- Care for your own safety first.
- Offer no resistance to the robber, if it is possible.
- Facilitate the robber's demands, if possible.
- Facilitate the robber's successful completion of the robbery, if it is possible.
- Remember that if the crime of robbery becomes the personal crime of assault, that you have the right to defend yourself.

#### During the robbery:

- If you are sure you can do so safely, let someone else know the robbery is taking place.
- Give the robber adequate time to leave. Do not give chase.
- Note the direction of travel of the robber.
- If you are sure you can do so safely, try and get a description of the vehicle used in the get-away.

#### After the robbery:

- CALL THE POLICE (Dial 911 or from TARC 9 – 911)
- Administer First Aid or other assistance as needed.
- Notify your direct supervisor.
- All witnesses should complete a Robbery Report Form (Exhibit E) independently before speaking with others.
- Protect evidence that the robber may have left behind, do not touch anything the robber(s) may have touched and block off the area.

## **EMERGENCY ACTION PLAN -V2.23.0629**

- When law enforcement arrives, go outside and meet them to show them the premises are secure.
- Refer any inquiries from outsiders (media, etc.) to the responding law enforcement agency.
- Do not discuss items or amounts taken with anyone other than the law enforcement officer or the District Manager.

### **IV. EMPLOYEE EMERGENCY TRAUMA**

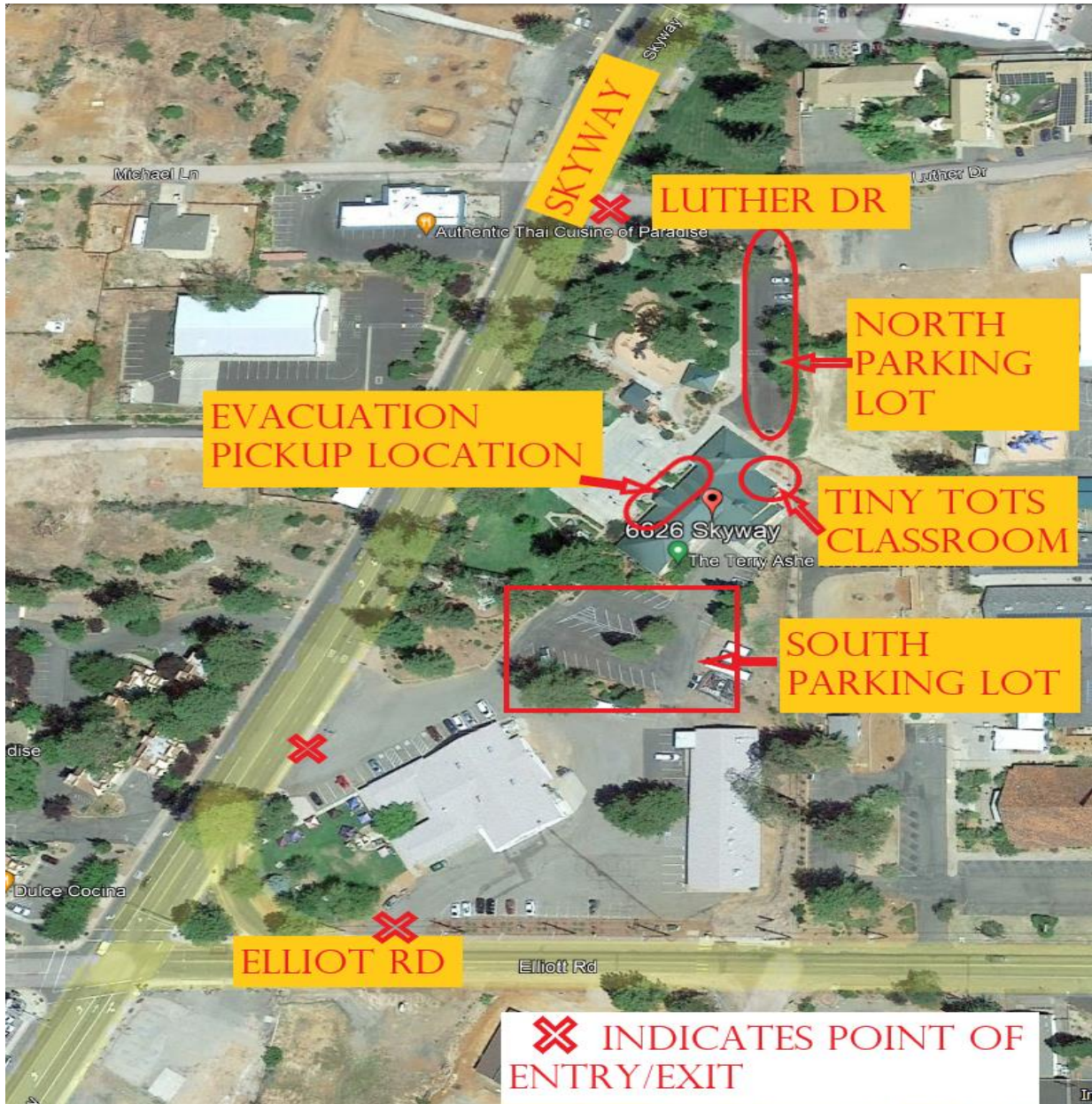
If after any of these emergency situations an employee of the PRPD has any symptoms of fear, nausea, the shakes, anger, excessive perspiration, numbness, rapid breathing, palpitations, depression, or any other abnormal conditions that person should contact their physician immediately.

EMERGENCY ACTION PLAN -V2.23.0629

V. EXHIBIT (A-1 THROUGH A-4) EVACUATION PLANS

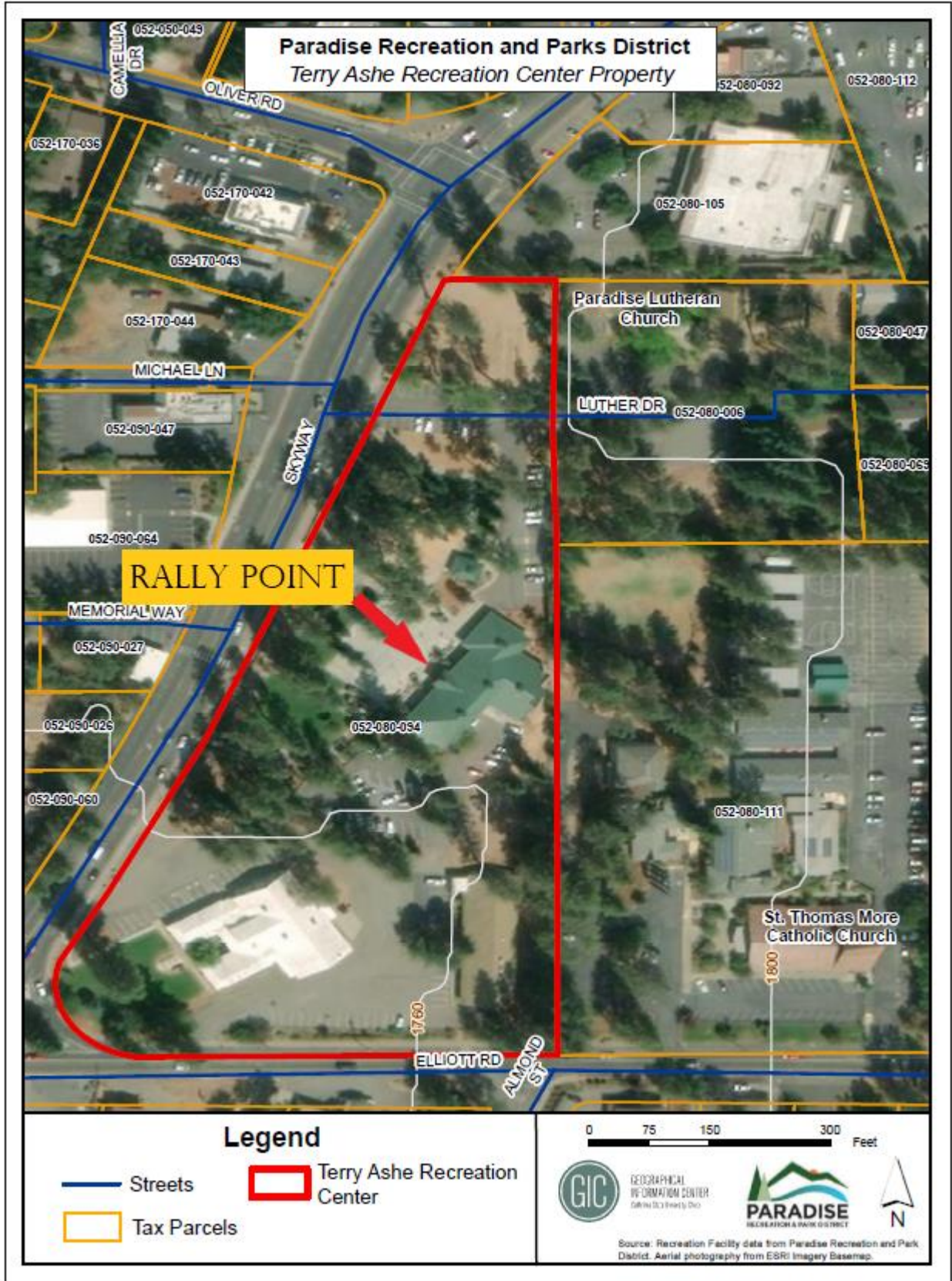
These are the evacuation maps of each PRPD facilities.

A. Exhibit A-1: Terry Ashe Recreation Center





# EMERGENCY ACTION PLAN -V2.23.0629

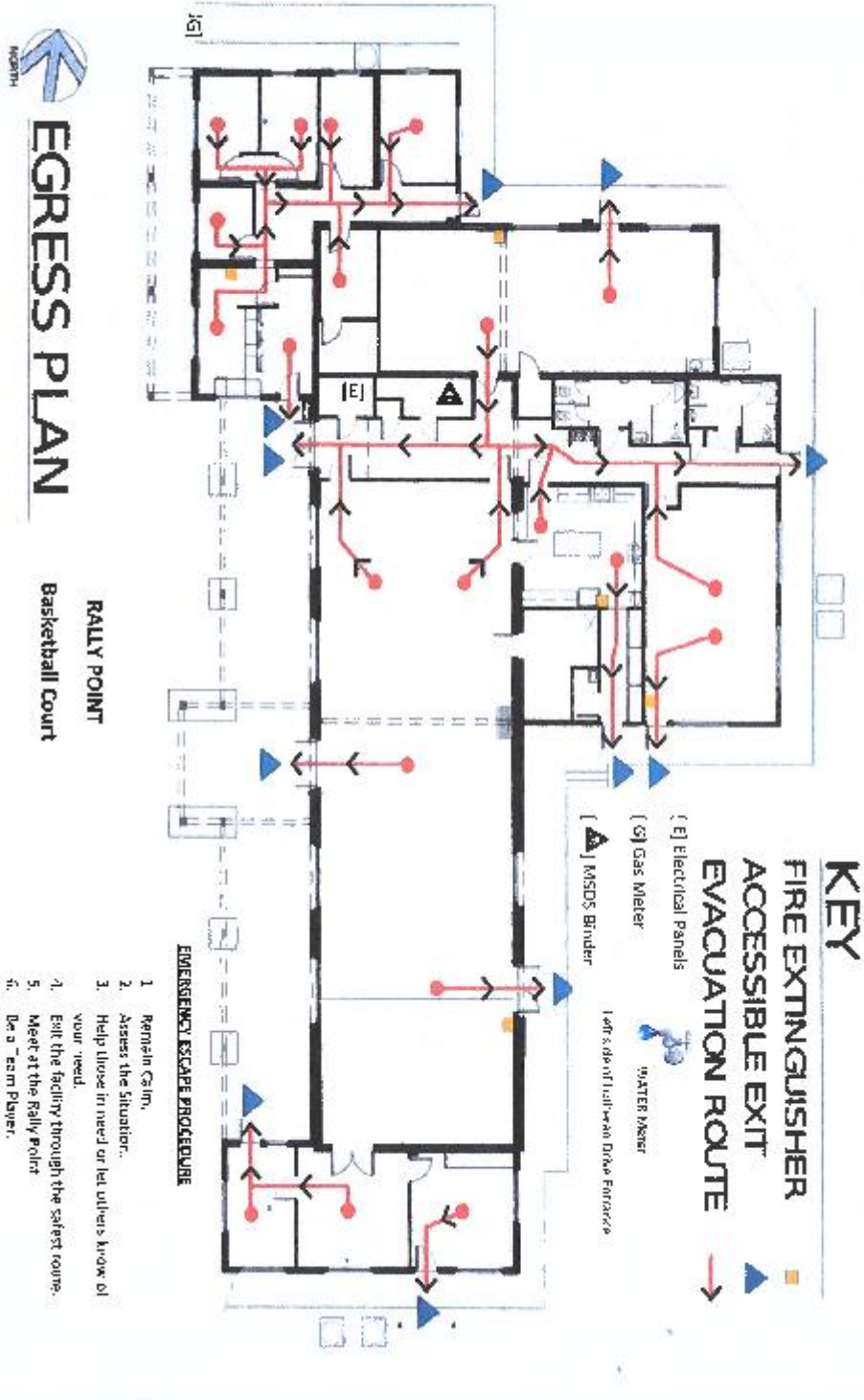




EMERGENCY ACTION PLAN -DRAFT-

Terry Ashe Recreation Center: Evacuation Plan

Exhibit A-1: TARC



- EMERGENCY ESCAPE PROCEDURE**
1. Remain Calm,
  2. Assess the Situation...
  3. Help those in need or let others know of your need.
  4. Exit the facility through the safest route.
  5. Meet at the Rally Point
  6. Be a Team Player.

# EMERGENCY ACTION PLAN -DRAFT-

## B. Exhibit A-2: Aquatic Park

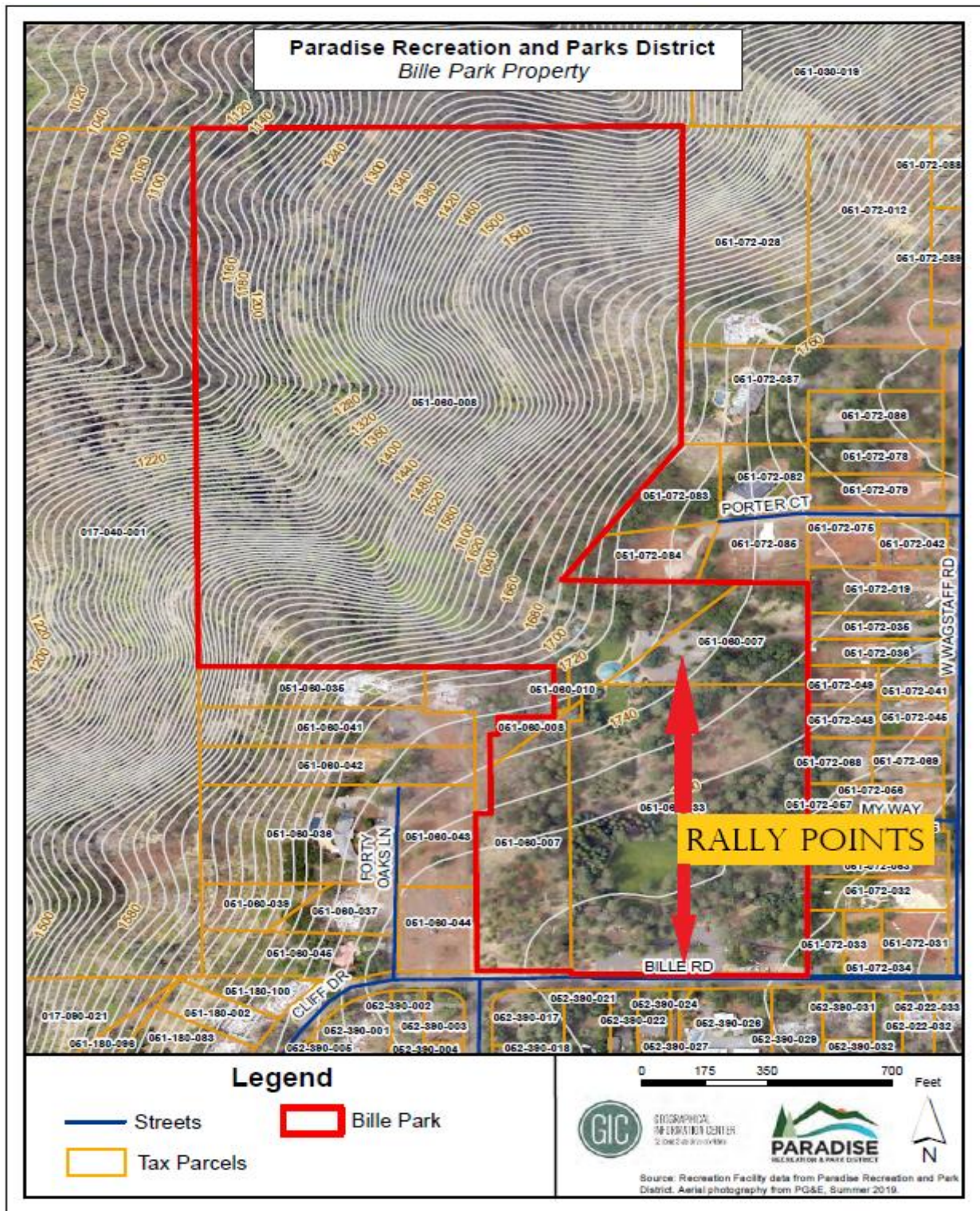






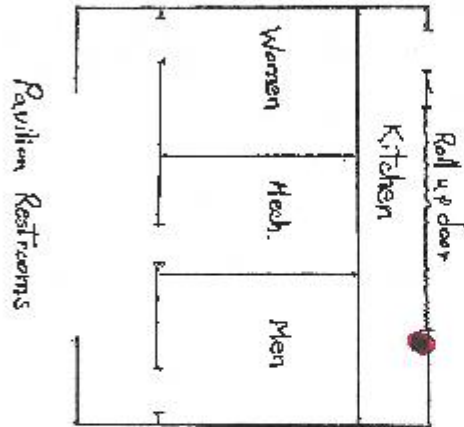
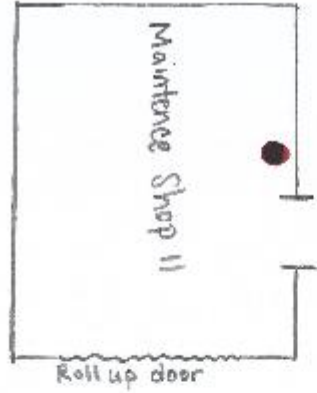
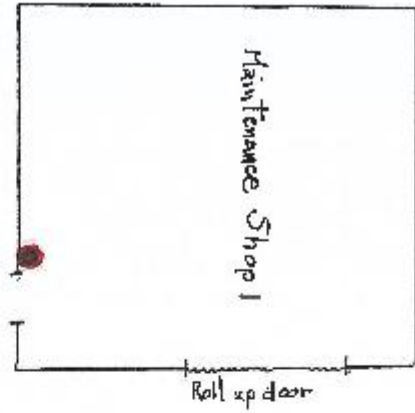
# EMERGENCY ACTION PLAN -DRAFT-

## C. Exhibit A-3: Bille Park



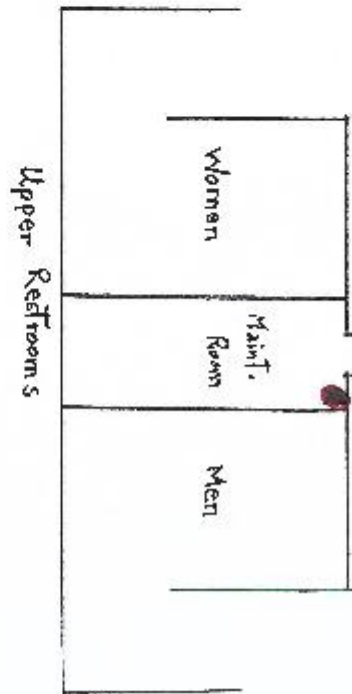
# EMERGENCY ACTION PLAN -DRAFT-

Bille Park



Fire Extinguishers

Exhibit A-3

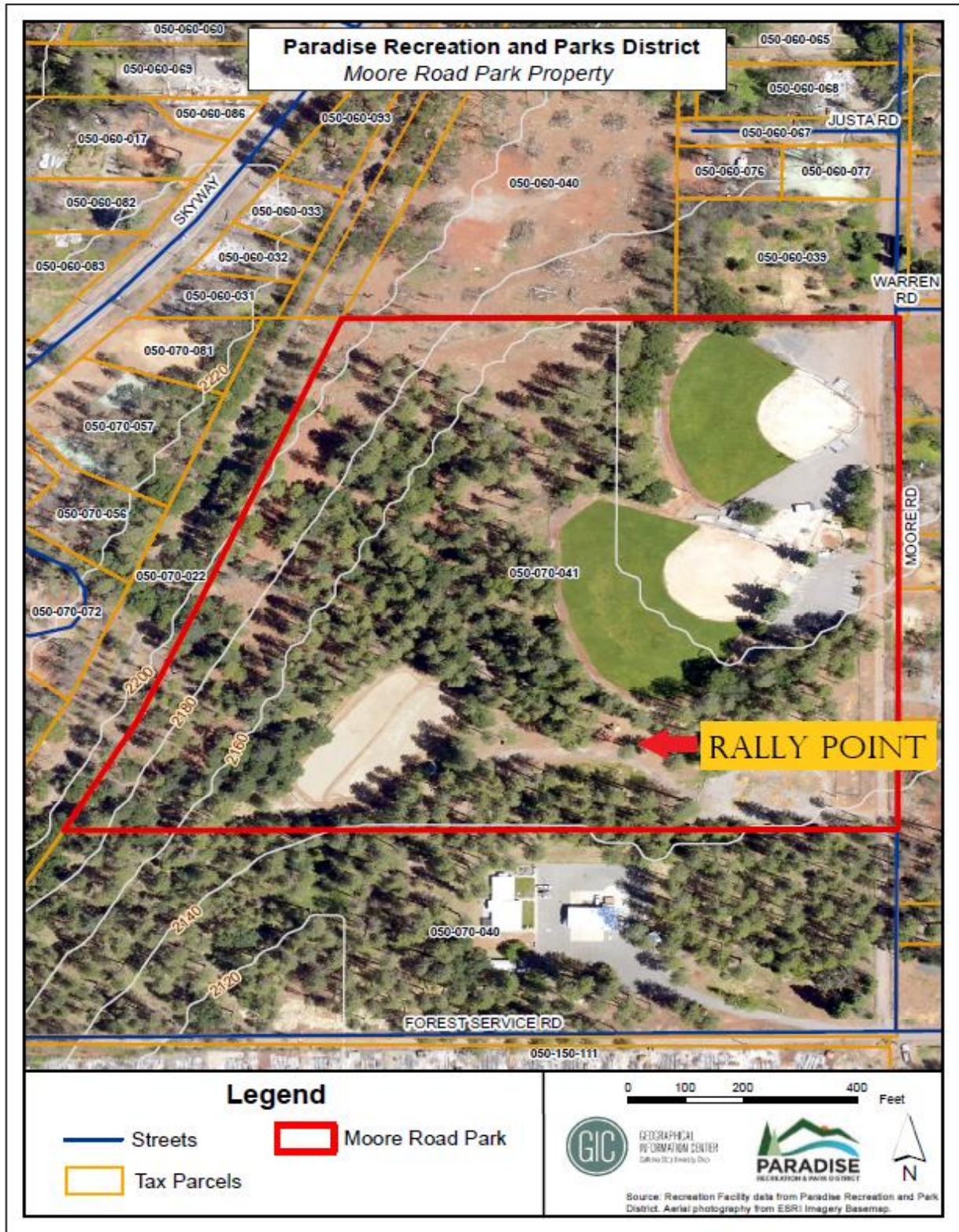


Rally Point Upper Meadow



# EMERGENCY ACTION PLAN -DRAFT-

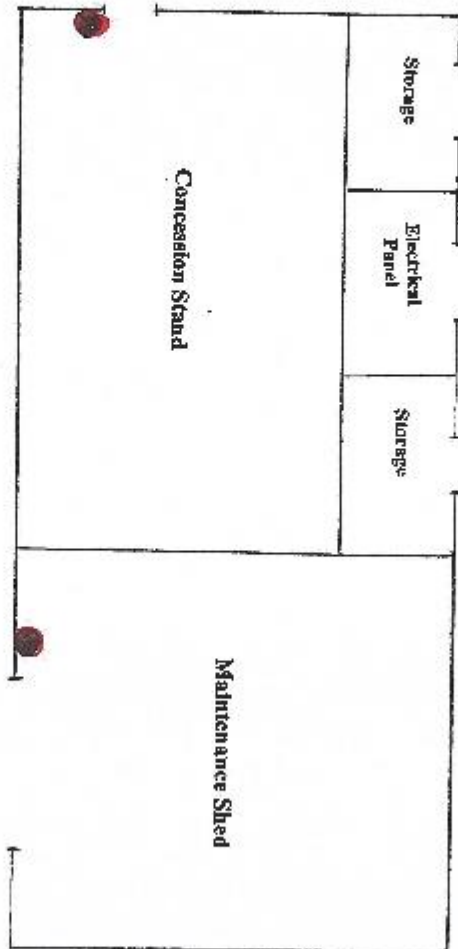
## D. Exhibit A-4: Moore Road Park



EMERGENCY ACTION PLAN -DRAFT-

Moore Road Park

Exhibit A-4



Fire Extinguishers

RALLY POINT  
Concession Stand  
Parking Lot



# EMERGENCY ACTION PLAN -DRAFT-

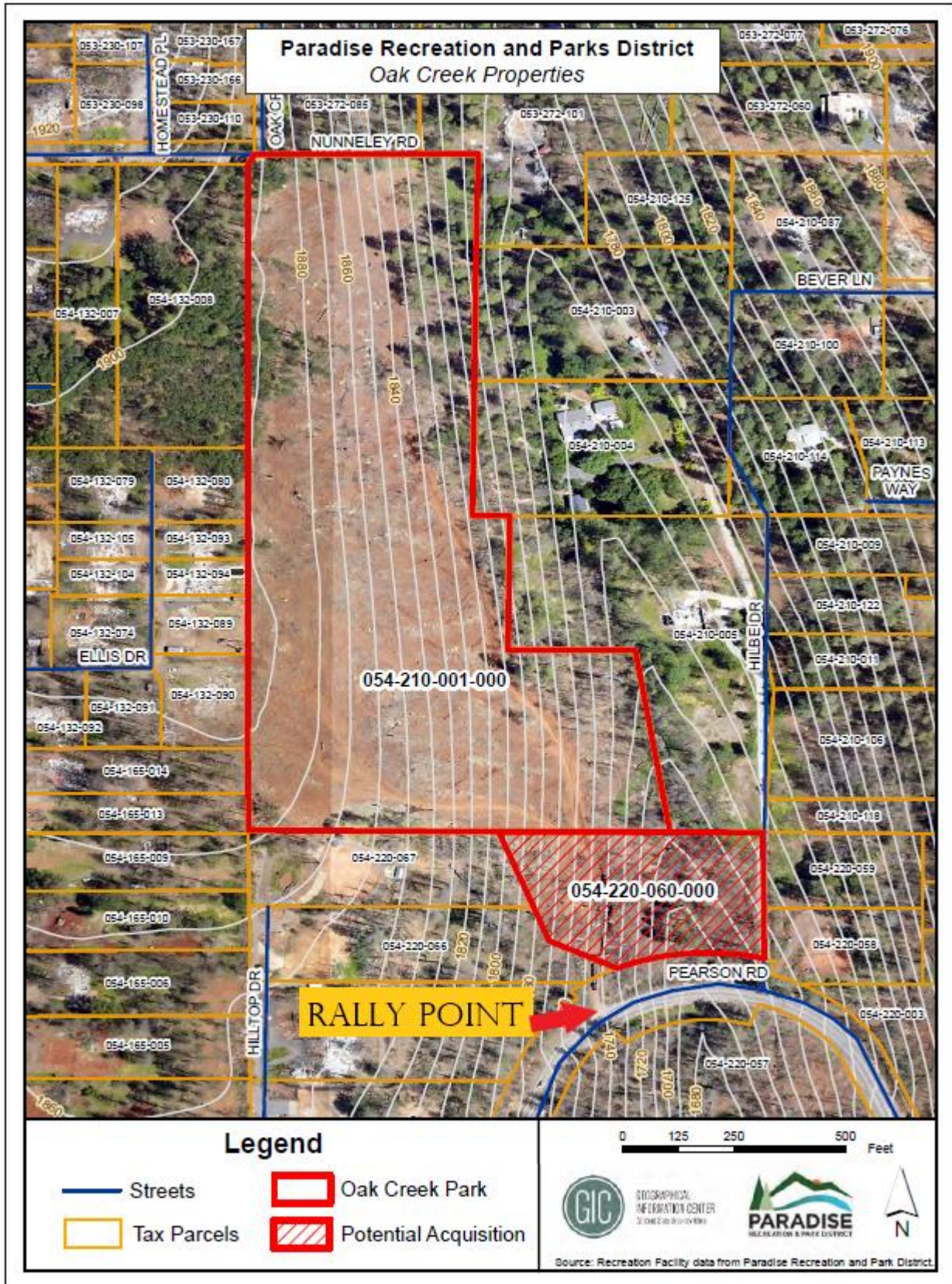
## E. Exhibit A-5: Crain Road Park





EMERGENCY ACTION PLAN -DRAFT-

F. Exhibit A-6: Oak Creek Park









EMERGENCY ACTION PLAN -DRAFT-

H. Exhibit A-8: Paradise Lake



**EMERGENCY ACTION PLAN -DRAFT-**

**VI. FORMS TO FILL OUT IN CASE OF EMERGENCY**

**A. Exhibit B: Telephone Bomb Threat**

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**EMERGENCY ACTION PLAN -DRAFT-**

**TELEPHONE BOMB THREAT CHECKLIST**

Instructions: Be Calm. Be Courteous. Listen. Do Not Interrupt the Caller.

Your Name: \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

Caller’s Identity:

**Sex:** Male / Female Adult / Juvenile

Approximate Age: \_\_\_\_\_

**Origin of the call:** Local / Long Distance / Telephone Booth / Cell

**Voice Characteristics:** Loud / Soft / High Pitched / Raspy / Deep /  
Pleasant / Intoxicated / Other: \_\_\_\_\_

**Accent:** Local / Not Local / Foreign / Region / Race

**Speech:** Fast / Slow / Distinct / Distorted / Stutter /  
Nasal / Slurred / Other: \_\_\_\_\_

**Manner:** Calm / Angry / Rational / Irrational / Coherent Incoherent /  
Deliberate / Emotional / Righteous / Laughing

**Language:** Excellent / Good / Fair / Poor / Foul / Other:  
\_\_\_\_\_

**Background Noises:** Factory / Machines / Music / Office / Street / Traffic /  
Trains / Animals / Quiet / Voices / Airplanes / Party /  
Atmosphere / Other: \_\_\_\_\_

**EMERGENCY ACTION PLAN -DRAFT-**

**B. Exhibit C: Internal Robbery Report**  
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**EMERGENCY ACTION PLAN -DRAFT-**

**INTERNAL ROBBERY REPORT**

Instructions: Please print or type.

Facility: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

Police Report No.: \_\_\_\_\_ Officer in Charge: \_\_\_\_\_

**Vehicle Information:** Make \_\_\_\_\_ Model: \_\_\_\_\_

Color \_\_\_\_\_ Number of Doors: \_\_\_\_\_

License No. \_\_\_\_\_ State: \_\_\_\_\_

Features: \_\_\_\_\_  
(Dents, Bumper Stickers, etc.)

**Weapon:** Yes / No / Did not see / Said they had one but did not see

**Type of Weapon:** Gun / Knife / Type / Description: \_\_\_\_\_

Other: \_\_\_\_\_

**Robber:** Male / Female

Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

Eyeglasses: Yes / No Sunglasses: Yes / No

Body Type: Thin / Fat / Medium / Large

Race: Caucasian / African American / Hispanic / Asian / Other:

\_\_\_\_\_

Skin Color: Pale / Dark / Light / Fair / Black / Brown

**EMERGENCY ACTION PLAN -DRAFT-**

**C. Exhibit D: Emergency Action Plan-Training**

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## 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 #23-07-1-529

#### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE PARADISE RECREATION AND PARK DISTRICT ADOPTING THE REVISED INJURY AND ILLNESS PREVENTION PROGRAM**

**WHEREAS**, the Paradise Recreation and Park District Board of Directors is committed to providing a safe and healthy workplace for all its employees and to provide safe and healthy facilities for its patrons and visitors; and

**WHEREAS**, the Paradise Recreation and Park District Board of Directors would like to adopt the Revised June 2023, Injury and Illness Prevention Program as policy to help accomplish this goal; and

**WHEREAS**, this Revised June 2023, Injury and Illness Prevention Program supersedes any other such document.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Paradise Recreation and Park District that it is committed to provide a safe and healthy workplace for all its employees and to provide safe and healthy facilities for its patrons and visitors, and hereby adopt the Revised June 2023, Injury and Illness Prevention Program manual as policy to help accomplish this goal, and that this document supersedes any other such document.

**APPROVED AND ADOPTED** at a regular meeting of the Board of Directors of the Paradise Recreation and Park District the 12<sup>th</sup> day of July 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Steve Rodowick, Chairperson

\_\_\_\_\_  
Mary Bellefeuille, Secretary

# Staff Report

## July 12, 2023



DATE: 6/28/2023  
 TO: Board of Directors  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: Paradise Community Village - Promissory Note Extension

### Report in Brief

In 2011, PRPD entered into a Phase 1 Development agreement and subsequent Amendment with the Paradise Youth and Family Center (DBA Paradise Community Village (PCV)), the Town of Paradise, the Paradise Ridge Youth Soccer Club and the Community Housing Improvement Program [CHIP]. The original agreement stipulated that PRPD would provide a loan to the corporation of \$200,000 and, upon receipt of grant funds from the Town of Paradise, loan an additional \$100,322 for the cost of Phase 1 infrastructure, excepting the wastewater system. The District loaned a total of \$300,322.

A promissory note documented the loan (Attachment A). The terms provided for no interest, and fully due and payable on the fifth anniversary of the effective date of the agreement (August 22, 2016) or upon the sale of all or a portion of the remaining parcels, excluding two parcels transferred to the Town of Paradise. The funding secured the purchase of the unimproved property for development and in exchange, as development proceeded, recreational features would be added that would allow the District to provide additional recreational opportunities. However, the real estate crisis prompted the suspension of the development plans.

In August 2016 (Attachment B), and in July 2018, the District granted two-year extensions. The extension in 2018 was granted as the prospect of a lease with a charter school was well underway. The Camp Fire abruptly halted those efforts. The District granted a two-year extension on 11/11/2020 (covering the term from 12/31/2020 through 12/31/2022, with the option on a 1- year extension (Attachment C).

While the group has been actively pursuing suitors for the purchase and development of the property, two recent prospects have fallen through. Staff proposes another extension (similar language as the previous versions to expire on 12/31/2025) with a 1-year extension (Attachment D).

**Recommendation:** Approve an amendment to extend the Promissory Note to December 31, 2025.

### Attachments:

- A. Promissory Note Secured By Deed of Trust (March 15, 2012)
- B. Amendment to Promissory Note Secured By Deed of Trust (August 22, 2016).
- C. Amendment to Promissory Note Secured By Deed of Trust (November 1, 2020)
- D. Proposed Amendment to Promissory Note Secured By Deed of Trust- matures December 31, 2025

[https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2023/23.0712/PCV\\_2020.1014\\_PCV\\_Extension\\_Request.Staff.Report.docx](https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2023/23.0712/PCV_2020.1014_PCV_Extension_Request.Staff.Report.docx)  
 6/29/2023

## PROMISSORY NOTE SECURED BY DEED OF TRUST

Not to Exceed \$300,322.00

March 15, 2012  
Paradise, California

**FOR VALUE RECEIVED**, the undersigned, Paradise Youth Sports and Family Center, a California non-profit, public benefit corporation doing business as Paradise Community Village (the "Maker"), promises to pay to Paradise Recreation and Park District, a California recreation and park district ("Holder"), or order, at 6626 Skyway, Paradise California 95969 or such other place as Holder may from time to time designate by written notice to Maker, such amount of the principal sum of \$200,000.00 and, subject to satisfaction of that condition precedent set forth in that certain Loan Agreement of even date herewith between, among others, Maker and Holder (the "Loan Agreement"), the additional principal sum of \$100,322.00 (the "Outstanding Principal"), which Holder has advanced to Maker pursuant to the Loan Agreement, none of which shall bear interest.

The Outstanding Principal will be fully due and payable in lawful money of the United States of America, without setoff, deduction, or counter-claim, on August 22, 2016 (the "Maturity Date"). Notwithstanding the foregoing, pursuant to the Loan Agreement, should Maker or any other person have developed on or before the Maturity Date a public park or public recreation facility on that certain real property identified in the Loan Agreement as the PCV Property and/or the Club Property, the fair market value of which public park or public recreation facility approximates that amount of the \$100,322.00 advanced by Holder to Maker (the "Advance"), then the Advance shall be deemed fully satisfied and discharged and deducted from Outstanding Principal.

This note is one of four notes executed simultaneously by Maker pursuant to the Loan Agreement. Pursuant to the Loan Agreement, the holders of the notes and Maker have agreed, and Maker hereby agrees, that if default occurs by Maker (i) in its payment of any of such notes when due, (ii) in its performance of those obligations on its part to be performed under the Loan Agreement, or (iii) in its performance of any of the agreements in the deed of trust securing all of the notes, the entire principal sum due under each of the notes, including this note, will at once become due and payable, without notice, at the option of the holder of any of the notes, including Holder. Failure to exercise such option by any holder will not constitute a waiver of the right to exercise it in the event of any subsequent default.

Maker agrees to pay the following costs, expenses, and attorney's fees paid or incurred by Holder or adjudged by a Court: (1) Reasonable costs of collection, costs, expenses, and attorney's fees paid or incurred in connection with the collection or enforcement of this note, whether or not suit is filed; and, (2) costs of suit and such sum as the Court may adjudge as attorney's fees in an action to enforce payment of this note or any part of it.

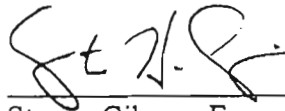
whether or not suit is filed; and, (2) costs of suit and such sum as the Court may adjudge as attorney's fees in an action to enforce payment of this note or any part of it.

This note, together with the other notes referenced above, is secured by a deed of trust of even date herewith.

**Maker:**

Paradise Youth Sports and Family Center, a  
California non-profit, public benefit corporation  
doing business as Paradise Community Village

By:



\_\_\_\_\_  
Steven Gibson, Executive Director

**AMENDMENT TO  
PROMISSORY NOTE SECURED BY DEED OF TRUST**

Not to exceed \$300,322.00

August 22, 2016  
Paradise, California

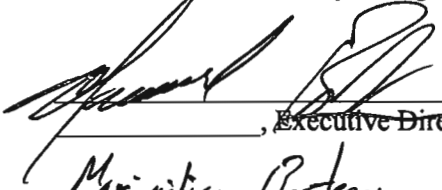
FOR VALUE RECEIVED, the undersigned, Paradise Youth Sports and Family Center, a California non-profit, public benefit corporation doing business as Paradise Community Village (the "Maker"), hereby agrees that that original Promissory Note Secured by Deed of Trust dated March 15, 2012 not to exceed \$300,322.00 (the "Original Note") between Maker and Paradise Recreation and Park District, a California recreation and park district (the "Holder"), shall be amended by extending the Maturity Date set forth in the first sentence of the second paragraph thereof from August 22, 2016 to and including August 22, 2018.

The Original Note, as amended hereby, shall remain in full force and effect and shall remain and be secured by the deed of trust referenced therein.

Executed effective on the date first above set forth at Paradise, California.

**MAKER:**

Paradise Youth Sports and Family Center,  
a California non-profit, public benefit corporation  
dba Paradise Community Village

By:   
\_\_\_\_\_, Executive Director *Asiderb*  
*Maximilian Porteau*  
\_\_\_\_\_  
(Print name)

**HOLDER:**

Paradise Recreation and Park District,  
a California recreation and park district

By:   
\_\_\_\_\_  
Morgan Miller, Chair  
Board of Directors

By:   
\_\_\_\_\_  
Mike Trinca, District Manager

**AMENDMENT TO  
PROMISSORY NOTE SECURED BY DEED OF TRUST**

Paradise Youth and Family Center, Inc., a California non-profit, public benefit corporation doing business as Paradise Community Village ("Maker") and Paradise Recreation and Park District, a California recreation and park district ("Holder") hereby agree that that original Promissory Note Secured by Deed of Trust dated March 15, 2012 not to exceed \$300,322.00 between Maker and Holder (the "Note"), as first amended on August 22, 2016, together with the Loan Agreement and deed of trust of even date therewith referenced in the Note, as also amended on August 22, 2016 and on July 11, 2018, are each amended again by extending the Maturity Date set forth therein from December 31, 2020 to December 31, 2022.


The Maturity Date may be extended for one additional year upon written request therefor by Maker delivered to Holder not less than 30 days before the Maturity Date and Holder's written acceptance thereof.

The Note and Loan Agreement, as amended hereby, shall remain in full force and effect and the obligation to Maker therein stated shall remain and continue to be secured by the deed of trust of even date referenced therein.

Executed effective on the date last set forth below opposite the parties' signatures at Paradise, California.

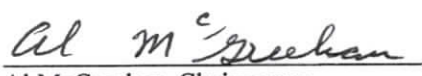
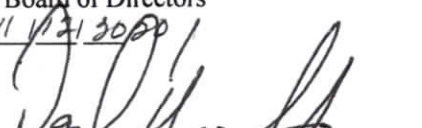
**MAKER:**

Paradise Youth and Family Center, Inc.  
a California non-profit, public benefit  
corporation dba Paradise Community Village

By:   
Maximilian Barteau, President  
Date: 11/17/20

**HOLDER:**

Paradise Recreation and Park District,  
a California recreation and park district

By:   
Al McGreehan, Chairperson  
Board of Directors  
Date: 11/21/2020  
By:   
Dan Efseaff, District Manager  
Date: 11/22/2020

**AMENDMENT TO  
PROMISSORY NOTE SECURED BY DEED OF TRUST**

Paradise Youth and Family Center, Inc., a California non-profit, public benefit corporation doing business as Paradise Community Village (“Maker”) and Paradise Recreation and Park District, a California Recreation and Park District (“Holder”) hereby agree that the original Promissory Note Secured by Deed of Trust dated March 15, 2012 not to exceed \$300,322.00 between Maker and Holder (the “Note”), as first amended on August 22, 2016, together with the Loan Agreement and deed of trust of even date therewith referenced in the Note, as also amended on August 22, 2016, July 11, 2018, and December 31, 2020 are each amended again by extending the Maturity Date set forth therein from December 31, 2022 to December 31, 2025.

The Maturity Date may be extended for one additional year upon written request therefore by Maker delivered to Holder not less than 30 days before the Maturity Date and Holder’s written acceptance thereof.

The Note and Loan Agreement, as amended hereby, shall remain in full force and effect and the obligation to Maker therein stated shall remain and continue to be secured by the deed of trust of even date referenced therein.

Executed effective on the date last set forth below opposite the parties’ signatures at Paradise, California.

**MAKER:**

Paradise Youth and Family Center, Inc.  
a California non-profit, public benefit  
corporation dba Paradise Community Village

By: \_\_\_\_\_  
Maximilian Barteau, President  
Date: \_\_\_/\_\_\_/\_\_\_

**HOLDER:**

Paradise Recreation and Park District,  
a California Recreation and Park District

By: \_\_\_\_\_  
Steve Rodowick, Chairperson  
Board of Directors  
Date: \_\_\_/\_\_\_/\_\_\_

By: \_\_\_\_\_  
Dan Efseaff, District Manager  
Date: \_\_\_/\_\_\_/\_\_\_



# Staff Report

## July 12, 2023



DATE: 6/30/2023  
 TO: PRPD Board of Directors (BOD)  
 FROM: Jeff Dailey, Recreation Supervisor  
 SUBJECT: PRPD and Paradise Unified School District 2023-2024 Draft Swim Pool Usage Agreement

### Summary

The Paradise Unified School District (PUSD) and the Paradise Recreation and Park District (PRPD) have a long-standing history of pool usage agreements for the Paradise High School swim team. The previous pool usage agreement between PUSD and PRPD expired in October 2022. PUSD would like to establish an agreement for the 2023-2024 term. The 2023-2024 draft Swim Pool Usage Agreement is attached for Board review and consideration (attachment A). The agreement is the same as previously vetted by PRPD's former attorney, just with the changes from the 2021-2022 agreement to reflect the new term of the agreement (August 14, 2023, through October 31, 2024) and an increase in the hourly usage fee from \$4.00 to \$5.00.

**Recommendation:** Approve the 2023-2024 PUSD Swim Pool Usage Agreement.

### Attachments:

- A. 2023-2024 PRPD and PUSD Draft Swim Pool Usage Agreement.

**PARADISE RECREATION AND PARK DISTRICT  
AND PARADISE UNIFIED SCHOOL DISTRICT**

**2023-2024 SWIM POOL USAGE AGREEMENT**

Paradise Recreation and Park District (PRPD) hereby agrees to allow the Paradise Unified School District (PUSD) to use PRPD's swimming pool located at 5600 Recreation Drive, Paradise, CA (the "Pool") for the term described in Section 2. below. Since the Pool is usually closed during this time of the year, and because of the high operational costs to keep it open, PRPD and PUSD agree to share the operational expenses of the Pool as set forth herein, with PRPD solely responsible for all remaining ownership and operational costs of the Pool.

Based on the foregoing, PRPD and PUSD agree as follows:

1. **Scheduling, Hours and Usage.** PUSD's daily schedule for use of the Pool shall be subject to prior approval by PRPD. Hours and usage may vary as PUSD may determine in its sole and absolute discretion. Notwithstanding the foregoing, the Pool may not be available for all or a major portion of the Term because of needed repairs to and renovations of it.
2. **Term.** The term of this agreement will be August 14, 2023, through October 31, 2024 (the "Term").
3. **Payment.** PUSD will pay PRPD for PUSD's use of the Pool as follows:
  - a). \$5.00 per hour for actual use (Swim Pool Rental).
  - b). A percentage of Pacific Gas & Electric charges equal to PUSD's actual use during the billing period divided by the normal time during a similar period of time during which the Pool is generally open.
  - c). Notwithstanding the foregoing, PUSD's total costs, whether as a shared user with the Paradise Piranhas Swim Team, or as the sole user, shall not exceed the sum of \$6,000.00 for the Term.

- d). PUSD will pay the above costs for pool usage within 30 days of PRPD's billing of such at the conclusion of the Term.
4. **Insurance Coverage.** At all times during the Term hereof PUSD shall keep and maintain in full force and effect Worker's Compensation insurance as required by applicable state laws as well as a commercial general liability insurance with a limit of not less than \$2 million on claims made, annual aggregate basis, and property casualty and automobile liability insurance each with a limit of not less than \$2 million on an occurrence basis and provide PRPD with a certification of insurance naming PRPD as an additional insured thereon with an additional insured endorsement.
5. **Indemnification.** PUSD agrees to defend, indemnify, and hold harmless PRPD and its officers, employees and agents from and against any and all liability, loss, expense, attorney's fees, and/or claims for injury or damages arising out of its acts or omissions in performance of this Agreement.
6. **Maintenance and Repair.** Maintenance and repair of the Pool is under the direct control and supervision of PRPD's Park Supervisor. PRPD will provide during the Term all required Pool maintenance, Pool chemicals, utilities, and household supplies. In the event PUSD becomes or is aware of a maintenance issue or concern about the Pool, PUSD will immediately notify PRPD thereof. PRPD likewise will notify PUSD's Swim Team Coach of any maintenance issue or concern affecting use of the Pool of which it becomes aware.
7. **Supplies.** Any and all supplies provided by PRPD for the Pool remaining at the end of the Term shall be returned by PUSD to PRPD. PUSD shall also replace any and all lost or broken items, fixtures, and/or equipment at the Pool, including, without limitation, the following:
- 1) Emergency Back Board; and,
  - 2) Ring Buoy.

8. **First Aid.** PUSD shall provide and maintain at the Pool at all times during its use thereof all on-site first aid supplies and equipment.

9. **Safety and Life Guards.** At all times during its use of the Pool during the term hereof, PUSD shall fully comply with all provisions of the Swimming Pool Sanitation and Safety Code set forth in California Health and Safety Code Sections 116025, et seq. Without limiting the foregoing, PUSD shall provide at all times during its use of the Pool (i) a certified coach meeting all American Red Cross standards for lifeguard, first aid, as well as CPR and (ii) a certified lifeguard meeting American Red Cross standards for lifeguarding, first aid, and CPR.

10. PUSD shall inform PRPD of any need to cancel its usage of the Pool as soon as it learns of such. PRPD will charge PUSD for all dates scheduled, unless canceled as above provided.

11. This Agreement covers only PUSD’s usage of the Pool for the purposes and Term stated herein. The Pool may not be used by PUSD for any other activity or purpose, without the prior written consent of PRPD.

SIGNED:

\_\_\_\_\_  
David McCready, PUSD Asst. Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dan Efseaff, District Manager

\_\_\_\_\_  
Date

## District Report

Meeting Date: July 12, 2023



DATE: 6/28/2023  
 TO: PRPD Board of Directors (BOD)  
 FROM: Dan Efseaff, District Manager  
 SUBJECT: Monthly District Report

## Monthly Report

### 1. Updates

- a. Legal Counsel RFP – The RFP has gone out and we have received 1 proposal so far, but we are still accepting submissions until the end of the month.
- b. BRIC RFP- The District has chosen RCAC to move forward with the first part of the BRIC work.

### 2. Administrative and Visitor Services

- a. Front Office- Annette is blending into the group well and has been doing a fantastic job learning from Sunny, Terry, and Mattie.

### 3. Finance

- a. Routine Reports – Balance Sheet (Attachment A), Year to Date (YTD) Profit & Loss Budget vs. Actual (Attachment B), Monthly Profit & Loss (Attachment C), Investment and Reserve (Attachment D), and Meeder Investment Report (May) (Attachment E).
- b. Impact Fees – For the month of June, the District received a total of \$6,319.74 in impact fees.
- c. Investments –
  - i. Five Star Bank Interest deposits: Investment Money Market = \$6,745.52 and Grant Money Market = \$1,510.57.
  - ii. Meeder Investments: May \$143,189.29
- d. Updates – June 30<sup>th</sup> is the final day of Fiscal Year 2022-2023.

### 4. Parks

- a. Planting the Ridge– Staff is continuing to monitor and maintenance the newly planted trees at Noble Park, Bille Park, and Moore Road Ball Park. Irrigation adjustments have been made as needed, a few tree ties and cages adjusted, mitigating weeds near trees, pest control, and watering the south boundary fence line two days a week at Noble Park. A year later Bille Park and Moore Road Ball Park trees are currently at 90% survivability. Monitoring will continue.
- b. Lakeridge – Lot clearing has started and will continue till next month. Work will include fuel reduction/fire mitigation, trash removal, black oak pruning, and upgrading property boundaries.
- c. Crain Park – PRPD maintenance workers, Kevin Peake and Spencer Struss, have installed the pedestals and interpretive signs. We've already had several complements on them. This is the first phase of the rebuilding of the trails around Crain Park (**Figures 1-3**).
- d. TARC – PRPD maintenance worker, Dave Ricca, has been working on the outside of the Terry Ashe Recreation Center, including the covered Bar-B-Q area. It's amazing how over time you don't realize how much paint and stain (covered B-B-Q area) fade till you repaint and stain (**Figures 4 and 5**).
- e. Basketball / Pickleball Courts – PRPD crews have repainted the lines for the basketball and pickleball courts. This is always appreciated by those who use them. The ice rink install of 90 yards of sand and then being frozen on top of them, rubs them off, and we can't repaint them till the temperature is warm enough for the paint to adhere. This will be one less labor cost by going to the synthetic ice rink (**Figures 6-8**).

- f. PRPD pool– I'm happy to report the new pool heater (boiler) has been working great. The tankless water heater quotes, for the showers have been submitted and a contractor was chosen. They will be installed ASAP.

## 5. Programs

- a. Ridge Hiking Association - Another hike down on the books! With community interest of 25 people PRPD and Paradise Stronger lead a hike at Lake De Sabla Flumes in June (**Figure 9**). Next hike is July 8<sup>th</sup> at Forks of the Butte.
- b. Adult Slow Pitch Softball – The slow pitch softball season started on June 19 and takes place at the Moore Road Ballparks. PRPD was able to add a women's softball league this year in addition to a men's and two coed divisions. This summer the number of teams increased by six teams from 15 to 21 compared to last year.
- c. Aquatics – It has been a great start at both the Paradise and Concow Swimming Pools this summer with programming including adult swim, open swim, lessons, aqua aerobics, private rentals, and swim team. The Paradise Pool ended up with eleven lifeguards, two cashiers, and an aqua aerobics instructor, while the Concow Pool has one lifeguard, two cashiers, and an aqua aerobics instructor. The Boys and Girls Club is using the Paradise Pool for some of its summer programming, and the Golden Feather School District summer program has been visiting the Concow Pool. Both pools have had private rentals with the Paradise Pool seeing the majority of them (**Figure 10**).
- d. Elements Program
- i. Truckee Retreat – Attendees enjoyed the rich mountain air, soft retreat space, and adventure curriculum that included rock climbing, snow sledding, and night hikes.
  - ii. Astronomy at the Lake – Participants of the Elements Youth Advisory Council met staff at Paradise Lake for a twilight kayaking and fishing experience before being guided through an Astronomy tour of the night sky (**Figures 11**).
- e. Achieve Charter School Expanded Learning Program – 35 K-2<sup>nd</sup> graders engaging in adventure themed curriculum led by PRPD staff in a custom designed "Camping 101" series of experiences through June.
- i. Camping 101 at Bille Park – learning how to erect tents, safely roast marshmallows, orienteering basics, and "expedition behavior" were all part of this first experience with the students (**Figures 12 and 15**). The day wrapped up with RC cars under the gazebo.
  - ii. Hiking Paradise Lake – short legs worked hard to hike the front half of the Paradise Lake trail during the second installment of the Camping 101 series (**Figures 13 and 14**). Learning the importance of hydration, basic fire ecology, plant and animal identification, and how to use their 5 senses on the trail were all a part of the curriculum. Upon return to campus, Wildfire Ready Raccoon danced the afternoon away with the newly fire educated students.
  - iii. Kayaking at Aquatic Park – 3 very clean kayaks were brought to the pool so that the basics of kayaking could be taught to the youngsters from Achieve. Whilst the 'yakers 'yaked, the remaining participants played at the sand volleyball court, fished for blue gill in the pond, and swung from the swings on the playground.
- f. Drone and RC Camp – A sold out camp, participants designed racetracks, learned about racing theory, and wrenched on the RC cars to customize their racer for the culminating race on the last day of camp. In addition to visiting the Bille Park RC course, participants flew indoor drones through racing gates, learned the basics of flying professional drones (from Stephen Klessel of Rebuild Paradise Foundation), and battled it out for the title of "Best Racer". (**Figure 16**)
- g. Aquatic Camp – A sold out camp, participants arrived at the TARC and were then shuttled to the Forebay Aquatic Center for a week of water adventure. Kayaking, stand up paddleboarding, sailing, swimming, fishing, and lawn games fill the day with excitement and plenty of opportunities to use sunscreen! This pilot partnership with the FAC to scale our camp offerings during the Summer months may expand in coming years based on the attendance to the current Forebay Camps (when Forebay Camps are not full or have low attendance, PRPD will be offered the space).
- h. Silly Sports Skills Class – A new class for toddlers, this class will complement the Tiny Tots, Tot Soccer, and other youth-oriented classes offered through PRPD. Driven by community interest, staff were able to hire and train instructors to host this class on Saturday mornings in the Bille Park Meadow (**Figures 17 and 18**).

- i. Rec Staff Onboarding – Notice a few new faces around the office? PRPD has hired four employees to coordinate, direct, and chaperone the Summer camps and events we offer. Three of the staff intend on being a part of our winter season programming, including the ability to invest significantly in the operation of the skating rink.
- j. Dive in Movie Theater – Finding Dory was shown on the projection screen on the deck of the pool to nearly 100 participants for this year's "party at the pool". A fundraiser with the Paradise Piranhas, staff raised nearly \$700 for the swim team. Staff received encouragement to show more aquatic themed movies at the pool during the Summer season, including films such as Jaws, The Abyss, and My Octopus Teacher (**Figure 19**).
- k. Kayaking Program
  - i. Rentals – Consistently receiving drop-in rentals at Paradise Lake, staff report a steady increase in the number and frequency of rentals through the month of June. Nearly 50 individual rentals have been reported thus far with several months remaining in the Kayaking season. Shout out to staff members Cayleb Reilly and JC Martinez for their diligent site improvement, care of the kayaks, and customer centric work ethic.
  - ii. Community Kayaking Event – Half a dozen kayakers met at Paradise Lake to enjoy a twilight paddle on June 24<sup>th</sup>. The second of the Community Kayak series, participants reported calm water and great fishing to staff on site.

## 6. Outreach and Development

- a. Centerville 49er Faire – Staff helped at the 49er faire by providing a shuttle service for participants. The shuttle operated from 9am – 3pm shuttling people from the parking lot to faire. All day the shuttle was moving providing ~40-60 people a free ride and AC! In the past, the Centerville Recreation and Historical Association hired a bus company to shuttle, but they went out of business. PRPD shuttle was a great addition to the faire.

## 7. Volunteer Program

- a. Paradise Lake Trail Work – Volunteers assisted staff with trail work at Paradise Lake on Friday June 16<sup>th</sup>. The majority of the work took place after boat launch two, specifically focusing on creating defensible space between the trail and residential homes. Summer trail days will continue every other Friday till August 2023. Next trail day is June 30<sup>th</sup> from 11am – 2pm.
- b. Volunteer Appreciation/Incentives – Two consistent volunteers have reached 150 hours of volunteer service with PRPD. Micco Mattice and Tim Umenhofer have been a great support to the volunteer program and to show appreciation for reaching the 150 hour(s) they received a customized water bottle (**Figure 20**).
- c. All Hands and Hearts (AHAH) – Staff met with AHAH to review potential projects (Lakeridge, Paradise Lake, Crain). They are interested in continuing to partner but have paused operations in Paradise due to staff shortages. They are continuing to connect with local partners for projects once operations continue. PRPD is on the list.
- d. Johnson Su Bioreactors – Composting system at Bille Park in partnership with Camp Fire Restoration Project. The bioreactors are one of many composting systems that the public can view and learn about to encourage a system that works best for them. After the first year of composting, we have the final product complete, bioreactors refilled, and continuing to promote composting and forest health through demonstrations and workshops (**Figure 21**). Next workshop is September 16<sup>th</sup> from 11am – 2pm at TARC.

## 8. Project Development

- a. Community Resilience Centers (CRC) Program – In June staff submitted a pre-proposal for an implementation grant from the California Strategic Growth Council CRC Program. This is the first round of funding and additional funding rounds may follow in subsequent years. The goal of the program is to provide physical built infrastructure to provide shelter for residents in emergencies such as fires, floods, storms, earthquakes, as well as serve as a heating/cooling center or refuge during unhealthy air conditions. The second goal of the program (equally weighted in importance as built infrastructure) is community resilience. Having a space for residents to recreate, take classes, serve as a community gathering space are all components of community resilience. Staff submitted the pre-proposal to assist with resilience center amenities for the Lakeridge Park recreation center.

## 9. Upcoming

- a. Pinewood Derby – The annual summer Pinewood Derby car races will take place on July 20 at the Terry Ashe Recreation Center.

- b. Guitar Camp – A pop up camp that will rock! July 10<sup>th</sup> – 13<sup>th</sup> at the Terry Ashe Recreation Center. Reintegrating community musicians to youth programming, performance on final day of camp.
- c. Switch/Gaming Camp – Nintendo switches are all the rave right now and PRPD has 20 of them! This pop-up camp is filling quickly and will be held from July 24<sup>th</sup> – 27<sup>th</sup> at the Terry Ashe Recreation Center.
- d. Camp Courage – A sold out camp, our flagship youth adventure camp will run from July 17<sup>th</sup> through 21<sup>st</sup> and will visit several PRPD sites.
- e. Astronomy on the Lake – Hiking – The final astronomy program for the season, July 15<sup>th</sup> at Paradise Lake will kick off with a hike then transition into an Astronomy tour of the night sky.

## Dashboard

The dashboard provides a snap-shot of district activities to show program participation, rentals, financial information, and revenue goals status. This month's dashboard shows [Click to enter description or remove section if none.](#)

We also wanted to share a brief snapshot of some of our successes this past year. We love working with you all and look forward to another exciting year of collaboration!

### Chico State Ecotherapy Program, 2022-2023

- Total number of Chico State **students** served: **1,455**
- Total number of Chico State **staff and faculty** served: **101**
- Total number of **community members** served: **1,022**
- Estimated total of individuals directly impacted by the Camp, North Complex, and/or Dixie Fire served: **425**

### Forest Therapy at PRPD Locations

- Bille Park: 4 walks
- Noble Park- community tree planting: 2 walks
- Paradise Lake: 8
- Crain Memorial: 3

### Press and Media

[Washington Post, "A deadly fire traumatized their town. Can nature help them heal?"](#)

[Scripps News, " Forest therapy is helping wildfire survivors heal their mental health"](#)

PBS Kixx featured [METX Documentary](#)

[Chico State Today "Alumna Chooses Nature to Nurture"](#)

[Upgraded Living, "Combatting the Tiger in the Woods To-Do list" , Jan 2023 issue](#)

### Participant Quotes:

- *"I've been in therapy for a while, and today's [Forest] therapy session was the best one I've had in years."*
- *"This was a really healing experience that would be beneficial for folks of all ages. You're likely to learn, heal, and grow."*
- *"Forest Therapy provides a beautiful opportunity to enjoy our campus and to get grounded or relaxed with all the stress of life and school. It's conveniently close if you attend class on campus, and it's great to get close to nature."*
- *"It's a really great way to reconnect with yourself and the world around you. It's also really great for relieving stress and anxiety that we all experience in life."*
- *"I noticed I felt a lot more calm and relaxed after the walk. I felt an appreciation for the interconnectedness of my surroundings. I also felt more connected to my own physical body and energy, whereas, before the walk, I was going through the motions of a regular work day."*



### Photographs



Figure 1. PRPD staff starting the pedestal installation for plant signs.



Figure 2. Completed installation.



Figure 3. Closer look of the plant interpretive signs at Crain Park.



Figure 4. The Maintenance Crew is starting to repaint and stain the TARC. The BBQ area before.





Figure 5. The BBQ area after it was repainted and stained.



Figure 6. The basketball/ pickleball courts were also repainted.



Figure 7. During the paint job.



Figure 8. After the completion on the paint job.





Figure 9. Ridge Hikers Association hikes the Lake De Sabla Flumes in June.



Figure 10. Swim Lessons are going great.

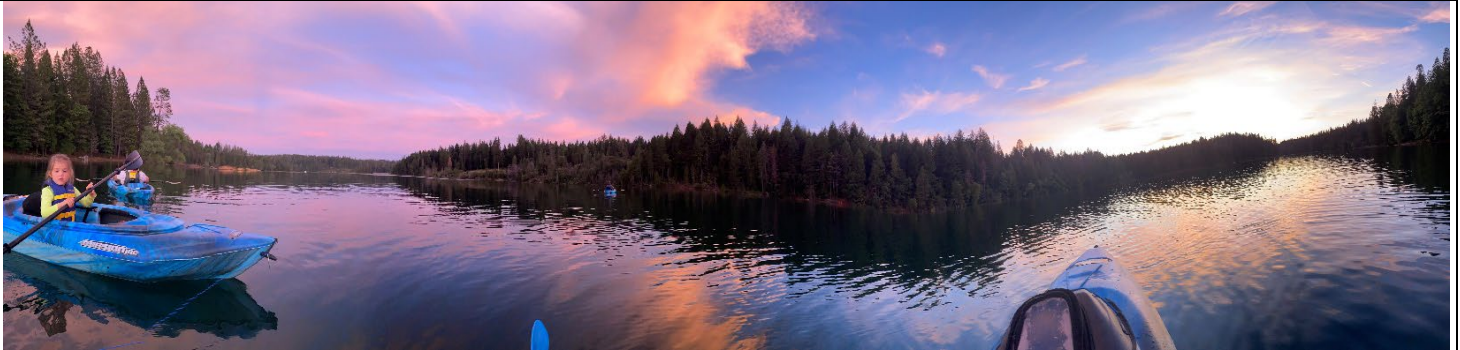


Figure 11. Astronomy on the Lake doing some twilight kayaking.





Figure 12. Camping 101 kids learning how to erect tents.



Figure 13. Camping 101 kids hiking Paradise Lake



Figure 14. Camping 101 kids hiking Paradise Lake.



Figure 15. Camping 101 kids meeting Wildlife Ready Raccoon.





Figure 16. Drone and RC Camp kids getting their cars together.



Figure 17. Silly Sports Camp kids.



Figure 18. Teacher Lori working her magic with Tiny Tots.



Figure 19. Dive in movie to see Finding Dory.



Figure 20. Volunteer appreciation cup.



Figure 21. Johnson Su Bioreactors - Community microscope day in January 2023 viewing bioreactor progress.

**Attachments:**

- A. Balance Sheet
- B. YTD Profit & Loss Budget vs. Actual
- C. Monthly Profit & Loss
- D. Investment and Reserve
- E. Meeder Report (May)

[https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/\\_BOD/2023/23.0712/2023.0712.BOD.District.Report.docx](https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2023/23.0712/2023.0712.BOD.District.Report.docx)  
7/7/2023

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Accrual Basis

**PRPD**  
**Balance Sheet**  
As of June 30, 2023

	Jun 30, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Mechanics Bank - Operating	114,178.07
1003 · Five Star Bank - Payroll	40,005.53
1005 · Petty Cash	300.00
1008 · North Valley Community Found	3,085.58
1010 · Treasury Cash - 2510	
1011 · General Operating	-704,688.10
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>-73,988.10</b>
<b>1030 · Investments</b>	
1031 · Five Star Bank Money Market	32,912.12
1032 · Five Star Bank Grant M. M.	671,750.32
1033 · Investment Reserves	
1033.01 · CalPERS 115 Trust	180,650.67
1033.02 · Capital Improvment & Acquisit	9,761,091.01
1033.03 · Current Operations	8,147,819.36
1033.04 · Desig Proj/Sp Use/Grant Match	763,858.06
1033.05 · Future Operations	19,096,451.59
1033.06 · Technology	152,771.61
1033.07 · Vehicle Fleet & Equipment	788,665.60
<b>Total 1033 · Investment Reserves</b>	<b>38,891,307.90</b>
<b>Total 1030 · Investments</b>	<b>39,595,970.34</b>
<b>1100 · Designated Treasury Funds</b>	
1112 · Grosso Endowment-2512	54,619.72
1113 · Grosso Scholarship-2513	5,489.54
1114 · Designated Donations-2514	
1114-1 · Bille Park Donations	125.00
1114-10 · Swim Scholarship Fund	997.82
1114-11 · Dog Park Donations	2,874.61
1114-12 · Coutolenc Camp Fund	4,361.62
1114-13 · Ice Rink Donations	171,411.83
1114-14 · General Donations	15,241.25
1114-2 · Bike Park Fund	1,500.00
1114-3 · Lakeridge Park Donations	3,050.00
1114-4 · Sports Equipment Donations	
1114-41 · Wrestling Mat fund	773.60
<b>Total 1114-4 · Sports Equipment Donations</b>	<b>773.60</b>
1114-5 · Pam Young Fund	1,000.00
1114-6 · Easter Egg Scholarships	4,593.61
1114-7 · Child-Youth Scholarships	
1114-71 · Summer Camp Scholarship	1,000.00
1114-7 · Child-Youth Scholarships - Other	2,792.50
<b>Total 1114-7 · Child-Youth Scholarships</b>	<b>3,792.50</b>
1114-8 · McGreehan Children's Schlshp	1,190.00
1114-9 · Skate Park Fund	3,044.36
1114 · Designated Donations-2514 - Other	223.24
<b>Total 1114 · Designated Donations-2514</b>	<b>214,179.44</b>
<b>Total 1100 · Designated Treasury Funds</b>	<b>274,288.70</b>
<b>1119 · Impact Fees</b>	
1120 · Sub Div Fees - 2520	9,910.58
1121 · Park Acqui Unincorp - 2521	42,415.71

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07/03/23

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of June 30, 2023

	Jun 30, 23
1122 · Park Dev Unincorp - 2522	148,970.32
1124 · District Fac Unincorp - 2524	57,372.62
1126 · Park Acqui Incorp - 2526	201,735.03
1127 · Park Dev Incorp - 2527	593,564.03
1128 · District Fac Incorp - 2528	122,926.25
<b>Total 1119 · Impact Fees</b>	<b>1,176,894.54</b>
<b>Total Checking/Savings</b>	<b>41,130,734.66</b>
<b>Other Current Assets</b>	
1310 · Miscellaneous Receivables	-0.02
1500 · FMV Adjustments	
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
<b>Total 1500 · FMV Adjustments</b>	<b>5,057.76</b>
<b>Total Other Current Assets</b>	<b>5,057.74</b>
<b>Total Current Assets</b>	<b>41,135,792.40</b>
<b>Fixed Assets</b>	
1710 · Land	874,863.19
1720 · Buildings	5,750,913.53
1730 · Furn., Fixtures & Equip (>\$5k)	1,368,800.34
1740 · Vehicles	110,908.61
1798 · Accum Depr - Furn Fixture Equip	-332,563.00
1799 · Accum Depr - Buildings	-4,441,294.77
1800 · Construction in Progress	
1810 · CIP-Planning	
1810.1 · CIP-BSF Park Planning	157,272.27
1810.2 · CIP-Yellowstone Kelly (YK)	1,569.00
1810.3 · CIP-Buffer Study (BRIC)	5,649.00
1810.4 · CIP-OHV Study	1,800.03
<b>Total 1810 · CIP-Planning</b>	<b>166,290.30</b>
1820 · CIP-Acquisition	
1820.1 · Oak & Noble Acquisition (SNC)	31,551.12
1820.2 · Buffer (TNC)	61,929.34
<b>Total 1820 · CIP-Acquisition</b>	<b>93,480.46</b>
1830 · CIP-Development	
1830.1 · CIP-Aquatic Park Lighting	580.01
1830.2 · CIP-State Park Grant (SPPG)	181,648.84
1830.3 · CIP-Per Capita Program (PCP)	54,674.50
<b>Total 1830 · CIP-Development</b>	<b>236,903.35</b>
1840 · CIP-Facility & Park Amenities	
1840.1 · CIP-Paradise Pool Swim Blocks	1,247.17
1840.2 · CIP-Cal Recycle	248,661.52
1840.4 · CIP-RTGGP Trails Grant	12,499.27
1840.5 · Existing Park Improvements	449,063.70
1840.6 · CIP-California ReLeaf (CRL)	26,230.64
1840.7 · Recovery Projects	-12,238.56
1840.8 · CIP-Rotary Grant (PRF)	207.00
<b>Total 1840 · CIP-Facility &amp; Park Amenities</b>	<b>725,670.74</b>
1850 · CIP-Programs	
1850.2 · Elements Grant (CNRA)	31,644.11
<b>Total 1850 · CIP-Programs</b>	<b>31,644.11</b>



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07/03/23

Accrual Basis

**PRPD**  
**Balance Sheet**  
As of June 30, 2023

	Jun 30, 23
1800 · Construction in Progress - Other	86,521.96
Total 1800 · Construction in Progress	1,340,510.92
<b>Total Fixed Assets</b>	<b>4,672,138.82</b>
<b>Other Assets</b>	
1900 · PCV Promissory Note	300,322.00
1950 · Deferred Outflow - Pension	225,719.00
Total Other Assets	526,041.00
<b>TOTAL ASSETS</b>	<b>46,333,972.22</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	36,554.79
Total Accounts Payable	36,554.79
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	
2110 · Wages Payable	95,440.22
2120 · Payroll Taxes Payable	10,682.25
2130 · Health Benefits Payable	-12,344.83
2140 · FSA payable	-1,200.28
2160 · 457 Retirement Payable	-500.00
2170 · CalPers Payable	39,716.92
2180 · Garnishments payable	-2.50
2190 · Accrued Leave Payable	
2192 · Sick leave payable	15,754.27
2193 · Vacation leave payable	41,590.04
Total 2190 · Accrued Leave Payable	57,344.31
Total 2100 · Payroll Liabilities	189,136.09
2200 · Accrued Expenses	4,414.58
2300 · Deposits - refundable	1,000.00
2400 · Deferred Revenue	
2430 · Deferred Inflow - Pension	193,264.00
2440 · Deferred CIP Revenue	200,000.00
Total 2400 · Deferred Revenue	393,264.00
Total Other Current Liabilities	587,814.67
Total Current Liabilities	624,369.46
<b>Long Term Liabilities</b>	
2700 · FEMA Community Disaster Loan	60,174.29
2805 · CalPers Pension Liability	188,475.00
2806 · OPEB Liability	391,761.00
Total Long Term Liabilities	640,410.29
Total Liabilities	1,264,779.75
<b>Equity</b>	
2030 · Designated for Petty Cash	300.00
3000 · General Fund Balances-2510	
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
Total 3000 · General Fund Balances-2510	901,149.99
3200 · Designated Fund Balances	

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07/03/23

Accrual Basis

**PRPD**  
**Balance Sheet**  
 As of June 30, 2023

	Jun 30, 23
3212 · Grosso Endowment-2512	54,619.72
3213 · Grosso Scholarship-2513	5,489.54
3214 · Donations - 2514	77,722.50
3220 · Impact Fees	886,393.39
Total 3200 · Designated Fund Balances	1,024,225.15
3280 · Invest. in General Fixed Assets	3,188,395.18
3900 · Retained Earnings	40,583,682.17
3999 · Opening Balance Equity	-354,580.80
Net Income	-273,979.22
Total Equity	45,069,192.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>46,333,972.22</b>

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PRPD

## Profit &amp; Loss Budget vs. Actual

07/03/23

July 2022 through June 2023

Accrual Basis

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of ...
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 · Tax Revenue	1,085,490.94	1,103,000.00	-17,509.06	98.4%
4200 · Impact Fee revenue	105,126.53	144,000.00	-38,873.47	73.0%
4300 · Program Income	321,176.10	362,750.00	-41,573.90	88.5%
4350 · Concession & Merchandise sales	0.00	2,700.00	-2,700.00	0.0%
4400 · Donation & Fundraising Income	70,418.97	75,000.00	-4,581.03	93.9%
4500 · Grant Income	249,846.43	1,300,000.00	-1,050,153.57	19.2%
4600 · Other Revenue	393,806.53	266,000.00	127,806.53	148.0%
4900 · Interest Income	655,022.94	311,600.00	343,422.94	210.2%
<b>Total Income</b>	<b>2,880,888.44</b>	<b>3,565,050.00</b>	<b>-684,161.56</b>	<b>80.8%</b>
<b>Gross Profit</b>	<b>2,880,888.44</b>	<b>3,565,050.00</b>	<b>-684,161.56</b>	<b>80.8%</b>
<b>Expense</b>				
5000 · Payroll Expenses				
5010 · Wages & Salaries	1,535,549.89	1,685,700.00	-150,150.11	91.1%
5020 · Employer Taxes	116,847.17	156,300.00	-39,452.83	74.8%
5030 · Employee Benefits				
5030.1 · Retired Health Premium Employer	14,335.82			
5030.2 · Admin Fee for Active	474.32			
5030.3 · Admin Fee for Retired	147.98			
5030 · Employee Benefits - Other	284,005.94	330,100.00	-46,094.06	86.0%
<b>Total 5030 · Employee Benefits</b>	<b>298,964.06</b>	<b>330,100.00</b>	<b>-31,135.94</b>	<b>90.6%</b>
5040 · Workers Comp Expense	88,521.75	56,700.00	31,821.75	156.1%
5060 · Other Personnel Costs	6,399.91	18,000.00	-11,600.09	35.6%
5000 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 5000 · Payroll Expenses</b>	<b>2,046,282.78</b>	<b>2,246,800.00</b>	<b>-200,517.22</b>	<b>91.1%</b>
5100 · Program Expenses				
5110 · Concession & Merchandise Exp.	3,195.00	3,300.00	-105.00	96.8%
5120 · Program Contract Labor	11,510.00	9,200.00	2,310.00	125.1%
5130 · Program Supplies	34,643.97	38,500.00	-3,856.03	90.0%
5100 · Program Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 5100 · Program Expenses</b>	<b>49,348.97</b>	<b>51,000.00</b>	<b>-1,651.03</b>	<b>96.8%</b>
5140 · Fundraising Expense	0.00	6,000.00	-6,000.00	0.0%
5200 · Advertising & Promotion	13,920.25	15,700.00	-1,779.75	88.7%
5220 · Bank & Merchant Fees	7,653.85	7,000.00	653.85	109.3%
5230 · Contributions to Others	14,595.22	20,000.00	-5,404.78	73.0%
5240 · Copying & Printing	18,400.72	10,100.00	8,300.72	182.2%
5260 · Dues, Mbrshps, Subscr, & Pubs	31,797.85	22,400.00	9,397.85	142.0%
5270 · Education, Training & Staff Dev	3,832.09	22,800.00	-18,967.91	16.8%
5280 · Equip., Tools & Furn (<\$5k)				
5282 · Office ET&F	4,891.19	19,200.00	-14,308.81	25.5%
5284 · Program ET&F	0.00	12,100.00	-12,100.00	0.0%
5286 · Small Tools & Equipment	13,742.80	43,200.00	-29,457.20	31.8%
5280 · Equip., Tools & Furn (<\$5k) - Other	0.00	0.00	0.00	0.0%
<b>Total 5280 · Equip., Tools &amp; Furn (&lt;\$5k)</b>	<b>18,633.99</b>	<b>74,500.00</b>	<b>-55,866.01</b>	<b>25.0%</b>
5290 · Equipment Rental	157,277.27	162,900.00	-5,622.73	96.5%
5300 · Insurance	111,358.00	82,500.00	28,858.00	135.0%
5310 · Interest Expense	445.99	1,100.00	-654.01	40.5%
5320 · Miscellaneous Expense	53.85	300.00	-246.15	18.0%
5330 · Professional & Outside services				
5332 · Accounting	39,790.01	44,800.00	-5,009.99	88.8%
5334 · Legal	4,898.27	17,800.00	-12,901.73	27.5%
5336 · Engineering	0.00	200,000.00	-200,000.00	0.0%
5338 · Other Prof. & Outside Labor	221,457.40	326,100.00	-104,642.60	67.9%
5330 · Professional & Outside services - Other	0.00	0.00	0.00	0.0%
<b>Total 5330 · Professional &amp; Outside services</b>	<b>266,145.68</b>	<b>588,700.00</b>	<b>-322,554.32</b>	<b>45.2%</b>

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## PRPD

## Profit &amp; Loss Budget vs. Actual

07/03/23

July 2022 through June 2023

Accrual Basis

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of ...
5340 · Postage & Delivery	813.91	2,000.00	-1,186.09	40.7%
5350 · Rent-Facility use fees	4,933.96	23,700.00	-18,766.04	20.8%
5360 · Repair & Maintenance				
5361 · Building R&M	4,528.68	16,900.00	-12,371.32	26.8%
5362 · Equipment R&M	11,129.91	16,300.00	-5,170.09	68.3%
5363 · General R&M	8,171.73	11,200.00	-3,028.27	73.0%
5364 · Grounds R&M	53,960.50	45,900.00	8,060.50	117.6%
5365 · Pool R&M	56,079.62	36,600.00	19,479.62	153.2%
5366 · Vehicle R&M	12,068.43	11,000.00	1,068.43	109.7%
5367 · Janitorial	13,535.85	14,400.00	-864.15	94.0%
5368 · Security	1,233.58	6,000.00	-4,766.42	20.6%
5369 · Vandalism	406.05	2,400.00	-1,993.95	16.9%
5360 · Repair & Maintenance - Other	0.00	0.00	0.00	0.0%
<b>Total 5360 · Repair &amp; Maintenance</b>	<b>161,114.35</b>	<b>160,700.00</b>	<b>414.35</b>	<b>100.3%</b>
5370 · Supplies - Consumable				
5372 · Office Supplies	10,392.18	14,000.00	-3,607.82	74.2%
5374 · Safety & staff supplies	10,503.84	14,200.00	-3,696.16	74.0%
5370 · Supplies - Consumable - Other	0.00	0.00	0.00	0.0%
<b>Total 5370 · Supplies - Consumable</b>	<b>20,896.02</b>	<b>28,200.00</b>	<b>-7,303.98</b>	<b>74.1%</b>
5380 · Taxes, Lic., Notices & Permits	9,102.15	7,600.00	1,502.15	119.8%
5390 · Telephone & Internet	17,731.52	18,800.00	-1,068.48	94.3%
5400 · Transportation, Meals & Travel				
5402 · Air, Lodging & Other Travel	12,925.39	10,000.00	2,925.39	129.3%
5404 · Fuel	29,859.76	35,000.00	-5,140.24	85.3%
5406 · Meals	5,049.12	7,000.00	-1,950.88	72.1%
5408 · Mileage & Auto Allowance	208.10	2,000.00	-1,791.90	10.4%
5400 · Transportation, Meals & Travel - Other	0.00	0.00	0.00	0.0%
<b>Total 5400 · Transportation, Meals &amp; Travel</b>	<b>48,042.37</b>	<b>54,000.00</b>	<b>-5,957.63</b>	<b>89.0%</b>
5410 · Utilities				
5412 · Electric & Gas	102,855.24	112,000.00	-9,144.76	91.8%
5414 · Water	24,603.70	25,800.00	-1,196.30	95.4%
5416 · Garbage	25,027.93	11,500.00	13,527.93	217.6%
5410 · Utilities - Other	0.00	0.00	0.00	0.0%
<b>Total 5410 · Utilities</b>	<b>152,486.87</b>	<b>149,300.00</b>	<b>3,186.87</b>	<b>102.1%</b>
<b>Total Expense</b>	<b>3,154,867.66</b>	<b>3,756,100.00</b>	<b>-601,232.34</b>	<b>84.0%</b>
<b>Net Ordinary Income</b>	<b>-273,979.22</b>	<b>-191,050.00</b>	<b>-82,929.22</b>	<b>143.4%</b>
<b>Net Income</b>	<b>-273,979.22</b>	<b>-191,050.00</b>	<b>-82,929.22</b>	<b>143.4%</b>

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07/03/23

Accrual Basis

**PRPD**  
**Profit & Loss**  
**June 2023**

	Jun 23
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4200 · Impact Fee revenue	6,319.74
4300 · Program Income	19,307.82
4400 · Donation & Fundraising Income	1,286.35
4500 · Grant Income	47,294.83
4600 · Other Revenue	0.00
4900 · Interest Income	151,450.91
<b>Total Income</b>	225,659.65
<b>Gross Profit</b>	225,659.65
<b>Expense</b>	
5000 · Payroll Expenses	
5010 · Wages & Salaries	131,347.22
5020 · Employer Taxes	10,303.49
5030 · Employee Benefits	
5030.1 · Retired Health Premium Employer	1,326.02
5030.2 · Admin Fee for Active	41.01
5030.3 · Admin Fee for Retired	14.29
5030 · Employee Benefits - Other	22,523.97
<b>Total 5030 · Employee Benefits</b>	23,905.29
5040 · Workers Comp Expense	0.00
5060 · Other Personnel Costs	1,636.32
<b>Total 5000 · Payroll Expenses</b>	167,192.32
5100 · Program Expenses	
5120 · Program Contract Labor	3,071.00
5130 · Program Supplies	1,498.48
<b>Total 5100 · Program Expenses</b>	4,569.48
5200 · Advertising & Promotion	1,236.11
5220 · Bank & Merchant Fees	337.88
5230 · Contributions to Others	7,095.22
5240 · Copying & Printing	1,114.33
5260 · Dues, Mbrshps, Subscr, & Pubs	4,272.79
5270 · Education, Training & Staff Dev	138.97
5280 · Equip., Tools & Furn (<\$5k)	
5286 · Small Tools & Equipment	1,562.84
<b>Total 5280 · Equip., Tools &amp; Furn (&lt;\$5k)</b>	1,562.84
5290 · Equipment Rental	907.18
5310 · Interest Expense	78.99
5330 · Professional & Outside services	
5332 · Accounting	2,307.01
5334 · Legal	1,100.62
5338 · Other Prof. & Outside Labor	28,791.23
<b>Total 5330 · Professional &amp; Outside services</b>	32,198.86
5350 · Rent-Facility use fees	238.50
5360 · Repair & Maintenance	
5361 · Building R&M	436.50
5362 · Equipment R&M	1,935.96
5363 · General R&M	877.45
5364 · Grounds R&M	5,352.54
5365 · Pool R&M	13,130.35
5366 · Vehicle R&M	170.71
5367 · Janitorial	2,146.11
<b>Total 5360 · Repair &amp; Maintenance</b>	24,049.62
5370 · Supplies - Consumable	
5372 · Office Supplies	482.55

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07/03/23

Accrual Basis

**PRPD**  
**Profit & Loss**  
 June 2023

	Jun 23
5374 · Safety & staff supplies	1,322.60
Total 5370 · Supplies - Consumable	1,805.15
5380 · Taxes, Lic., Notices & Permits	748.00
5390 · Telephone & Internet	1,911.26
5400 · Transportation, Meals & Travel	
5402 · Air, Lodging & Other Travel	3,742.40
5404 · Fuel	3,633.25
5406 · Meals	386.47
Total 5400 · Transportation, Meals & Travel	7,762.12
5410 · Utilities	
5412 · Electric & Gas	6,610.16
5416 · Garbage	1,968.77
Total 5410 · Utilities	8,578.93
Total Expense	265,798.55
Net Ordinary Income	-40,138.90
Net Income	-40,138.90

**Paradise Recreation & Park District  
Investment & Reserves Report  
30-Jun-23**

Summary	Maximum	6/30/2022	FY 2022-2023	FY 2022-2023	6/30/2023	Annual
Reserve Funds	Target	Balance	Allocated	Interest	Balance	Funding Goal
CalPERS 115 Trust	500,000	0.00	180,000.00	648.33	180,648.33	30,000
Capital Improvement & Acquisition	25,000,000	9,520,596.39	0.00	139,387.51	9,659,983.90	100,000
Current Operations	8,000,000	8,030,023.30	0.00	117,564.58	8,147,587.88	50,000
Designated Project/Special Use/Grant Matching	1,500,000	752,814.67	0.00	11,021.68	763,836.35	50,000
Future Operations	25,000,000	18,820,367.13	0.00	275,542.00	19,095,909.13	100,000
Technology	150,000	150,562.93	0.00	2,204.34	152,767.27	5,000
Vehicle Fleet & Equipment	1,000,000	752,814.67	0.00	11,021.68	763,836.35	75,000
<b>Total Reserves Funds</b>	<b>61,150,000</b>	<b>38,027,179.11</b>	<b>180,000.00</b>	<b>557,390.12</b>	<b>38,764,569.23</b>	<b>410,000</b>

Detail	FY 2022 - 2023	
Reserve Accounts	6/30/2023	Interest Earned
CalPERS 115 Trust	180,648.33	650.67
Capital Improvement & Acquisition	9,659,983.90	34,793.89
Current Operations	8,147,587.88	29,346.46
Designated Project/Special Use/Grant Matching	763,836.35	2,751.23
Future Operations	19,095,909.13	68,780.76
Technology	152,767.27	550.25
Vehicle Fleet & Equipment	763,836.35	2,751.23
General Operating	2,802,591.94	10,310.32
<b>Total Reserve Accounts</b>	<b>41,627,070.17</b>	<b>149,934.81</b>

Five Star	Beginning Balance	Change	Interest Earned	Ending Balance
Grant Money Market Account	609,399.41	60,840.34	1,510.57	671,750.32
Five Star Investment Money Market	2,763,769.15	(180,000.00)	6,745.52	2,590,514.67
Payroll Interest Checking	65,238.63	(59,140.52)	5.53	6,103.64
<b>Total Five Star</b>	<b>3,438,407.19</b>	<b>(178,300.18)</b>	<b>8,261.62</b>	<b>3,268,368.63</b>

Mechanics	Deposits	Checks
Checking (as of May 31, 2023)	283,603.06	* 301,363.90
<b>Total</b>	<b>283,603.06</b>	<b>301,363.90</b>

\* Funds transferred to Butte County for General Funds Operating

<b>Total in interest earning accounts</b>	<b>44,895,438.80</b>	<b>151,450.91</b>
<b>Other Investment Income</b>		<b>0.00</b>
<b>Total</b>		<b>151,450.91</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.*



## Paradise Recreation & Park District - Operating Account

Monthly Investment Report  
May 31, 2023

### Your Investment Representative:

Jim McCourt

(614) 923-1151

[jmccourt@meederinvestment.com](mailto:jmccourt@meederinvestment.com)

For questions about your account please contact your investment representative or contact [publicfundsoperations@meederinvestment.com](mailto:publicfundsoperations@meederinvestment.com)

**Dublin, Ohio | Lansing, Michigan | Long Beach, California | Austin, Texas | 866-633-3371 | [www.meederpublicfunds.com](http://www.meederpublicfunds.com)**



Paradise Recreation & Park District - Operating Account

**PORTFOLIO SUMMARY**

As of May 31, 2023



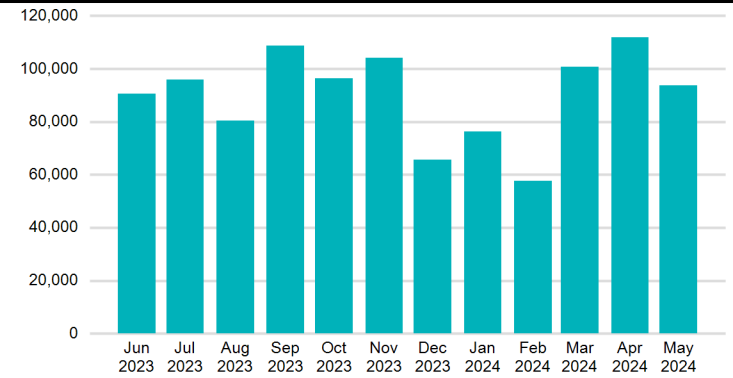
**MONTHLY RECONCILIATION**

<b>Beginning Book Value</b>	<b>35,881,364.50</b>
Contributions	
Withdrawals	
Prior Month Management Fees	(2,438.31)
Prior Month Custodian Fees	(305.42)
Realized Gains/Losses	30,543.94
Purchased Interest	(1,087.12)
Gross Interest Earnings	116,476.20
<b>Ending Book Value</b>	<b>36,024,553.79</b>

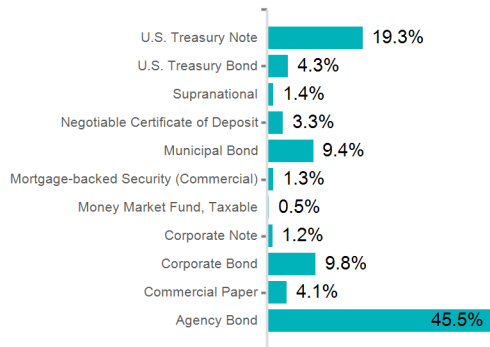
**PORTFOLIO CHARACTERISTICS**

Portfolio Yield to Maturity	4.69%
Portfolio Effective Duration	2.25 yrs
Weighted Average Maturity	2.44 yrs
Weighted Average Life	2.52 yrs

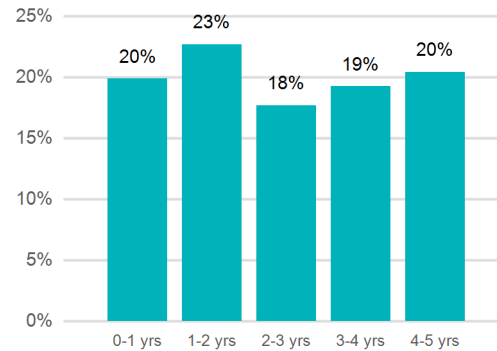
**PROJECTED MONTHLY INCOME SCHEDULE**



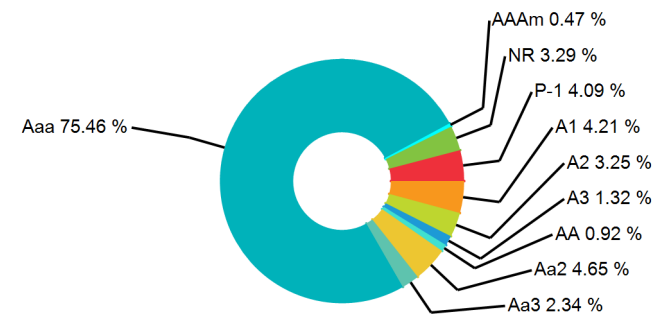
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY**



Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
023135BR6	Amazon.com, Inc. 1.200% 06/03/2027	4,500						4,500					
037833DB3	Apple Inc. 2.900% 09/12/2027				7,250						7,250		
05531FBB8	Truist Financial Corporation 2.850% 10/26/2024					7,125						7,125	
05580AS39	BMW Bank of North America 4.800% 11/10/2025						5,807						5,744
06740KRH2	Barclays Bank Delaware 4.950% 11/17/2025						5,989						5,924
13063D2T4	California, State of 5.500% 10/01/2025					5,500						5,500	
14913R2Y2	Caterpillar Financial Services Corporation 4.900% 01/17/2025		12,250						12,250				
166764BX7	Chevron Corporation 1.995% 05/11/2027						3,491						3,491
178180GS8	City National Corporation 4.900% 11/24/2025						6,002						5,937
20772KAG4	Connecticut, State of 3.230% 01/15/2025		8,075						8,075				
24422EUX5	John Deere Capital Corporation 2.600% 03/07/2024				3,900						11,988		
250375LA8	Desert Community College District 3.000% 08/01/2027			4,800						4,800			
2546732B1	Discover Bank 4.900% 11/30/2027						6,002						5,937
3130AAAG3	FHLB 2.625% 12/11/2026	4,791						4,791					
3130ALF25	FHLB 0.400% 11/26/2024			1,150						1,150			
3130ALGR9	FHLB 0.85% 02/26/26			1,275						1,275			
3130ALHH0	FHLB 0.960% 03/05/2026				1,560						1,560		
3130ALNU4	FHLB 0.680% 03/24/2025				1,530						1,530		
3130AMHH8	FHLB 0.410% 08/01/2024	882						882					
3130AMWW8	FHLB 1.100% 09/30/2026				1,705						1,705		

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3130AN4D9	FHLB 0.750% 06/30/2025	1,594						1,594					
3130AP3A1	FHLB 0.850% 06/29/2026				1,594						1,594		
3130AQBD4	FHLB 1.200% 12/30/2024	2,700						2,700					
3130AQF65	FHLB 1.250% 12/21/2026	2,188						2,188					
3130AQUG6	FHLB 1.770% 11/25/2025						4,425						4,425
3130ATND5	FHLB 4.375% 09/13/2024				6,453						6,453		
3130ATPW1	FHLB 4.625% 12/08/2023	11,563						4,648					
3130ATT31	FHLB 4.500% 10/03/2024					11,250						11,250	
3130ATTY3	FHLB 4.750% 11/02/2023						11,963						
3130ATVC8	FHLB 4.875% 06/14/2024	13,223						10,969					
3130ATZ42	FHLB 4.875% 11/28/2023						12,558						
313373B68	FHLB 4.375% 03/13/2026				8,422						8,422		
3133EAG44	FFCB 2.630% 08/03/2026			4,050						4,050			
3133EFBJ5	FFCB 2.320% 08/28/2023			16,120									
3133ELC28	FFCB 0.730% 05/27/2025						1,643						1,643
3133ELY32	FFCB 0.550% 07/22/2026		825						825				
3133EM5W8	FFCB 0.680% 09/22/2025				1,445						1,445		
3133EMQG0	FFCB 0.320% 02/10/2025			680						680			
3133EMUP5	FFCB 0.710% 04/01/2025					1,509						1,509	
3133EN5N6	FFCB 4.000% 01/06/2028		9,400						9,400				
3133ENAL4	FFCB 0.290% 10/12/2023					12,903							
3133ENEQ9	FFCB 1.640% 05/24/2027						2,870						2,870
3133ENK33	FFCB 3.625% 03/06/2024				7,703						15,080		
3133ENKG4	FFCB 1.470% 01/11/2027		3,491						3,491				
3133ENL99	FFCB 3.375% 09/15/2027				5,906						5,906		

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3133ENZ37	FFCB 4.875% 01/10/2025		10,359						10,359				
3133EPFU4	FFCB 3.500% 04/12/2028					9,625						9,625	
3133XG6E9	FHLB 5.750% 06/12/2026	10,494						10,494					
3133XVDG3	FHLB 4.375% 09/13/2024				3,938						3,938		
3135G06J7	FNMA 0.650% 12/10/2025	1,056						1,056					
3135G0U43	FNMA 2.875% 09/12/2023				9,103								
3136G4G56	FNMA 0.450% 07/29/2024		900						900				
3137BVZ82	Federal Home Loan Mortgage Corporation 3.430% 01/25/2027	1,429	1,399	1,369	1,338	1,308	1,277	1,247	1,216	1,185	1,154	1,123	1,092
378612AH8	Glendora, City of 1.988% 06/01/2025	4,274						4,274					
459058GL1	IBRD 3.000% 09/27/2023				15,092								
46640QVE8	J.P. Morgan Securities LLC 08/14/2023			19,017									
48133U5Z1	JPMorgan Chase Financial Company LLC 5.200% 05/24/2024						11,050						11,050
62479MTF0	MUFG Bank, Ltd. 06/15/2023	15,711											
692039SE1	Oxnard Union High School District 0.852% 08/01/2024			1,811						1,811			
69371RR57	PACCAR Financial Corp. 0.900% 11/08/2024						2,138						2,138
70914PW40	Pennsylvania, Commonwealth of 0.950% 08/01/2025			1,900						1,900			
742651DP4	PEFCO 2.450% 07/15/2024		4,288						4,288				
742651DZ2	PEFCO 3.900% 10/15/2027					4,651						5,168	
76913CBB4	Riverside, County of 2.963% 02/15/2027			7,408						7,408			
795451CJ0	Sallie Mae Bank 5.000% 11/18/2025						6,125						6,058

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
799017WC8	San Mateo Union High School District 2.187% 09/01/2027				5,468							5,468	
801139AE6	Santa Ana, City of 1.176% 08/01/2026			2,234						2,234			
86787EBC0	Truist Bank 3.200% 04/01/2024					6,400						17,872	
880591EU2	TNNLL 2.875% 02/01/2027			5,031						5,031			
880591EZ1	TVA 3.875% 03/15/2028				10,656						11,625		
8923A1UU3	Toyota Credit de Puerto Rico Corp. 07/28/2023		19,388										
9128284N7	UST 2.875% 05/15/2028						7,188						7,188
9128286A3	UST 2.625% 01/31/2026		3,938						3,938				
9128286S4	UST 2.375% 04/30/2026					5,047						5,047	
9128286X3	UST 2.125% 05/31/2026						4,516						4,516
912828B66	UST 2.750% 02/15/2024			6,531						19,074			
912828U24	UST 2.000% 11/15/2026						5,750						5,750
912828YQ7	UST 1.625% 10/31/2026					4,469						4,469	
91282CEF4	UST 2.500% 03/31/2027				4,375						4,375		
91282CEK3	UST 2.500% 04/30/2024					6,250						22,949	
91282CEN7	UST 2.750% 04/30/2027					4,813						4,813	
91282CER8	UST 2.500% 05/31/2024						5,313						20,021
91282CEW7	UST 3.250% 06/30/2027	5,688						5,688					
91282CEY3	UST 3.000% 07/15/2025		6,750						6,750				
91282CFB2	UST 2.750% 07/31/2027		4,813						4,813				
91282CFE6	UST 3.125% 08/15/2025			7,031						7,031			
91282CFM8	UST 4.125% 09/30/2027				11,344						11,344		
91282CFP1	UST 4.250% 10/15/2025					9,563						9,563	
91282CFU0	UST 4.125% 10/31/2027					5,878						5,878	

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
91282CGC9	UST 3.875% 12/31/2027	10,559						10,559					
91282CGH8	UST 3.500% 01/31/2028		10,063						10,063				
<b>TOTAL</b>		<b>90,651</b>	<b>95,937</b>	<b>80,407</b>	<b>108,781</b>	<b>96,289</b>	<b>104,105</b>	<b>65,587</b>	<b>76,366</b>	<b>57,629</b>	<b>100,836</b>	<b>111,889</b>	<b>93,783</b>

Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Cash and Cash Equivalents</b>											
31846V567	First American Funds, Inc.	5/31/2023 5/31/2023	\$170,777.10	\$170,777.10	\$170,777.10	4.93%	0.003 0.003	\$1.00 \$170,777.10	\$0.00	0.47%	AAAm
<b>SubTotal</b>			<b>\$170,777.10</b>	<b>\$170,777.10</b>	<b>\$170,777.10</b>	<b>4.93%</b>		<b>\$170,777.10</b>	<b>\$0.00</b>	<b>0.47%</b>	
<b>Agency Bond</b>											
3133EFBJ5	FFCB 2.320% 08/28/2023	11/23/2022 11/25/2022	\$530,000.00	\$520,027.52	\$520,027.52	4.87%	0.244 0.240	\$99.26 \$526,067.40	\$6,039.88	1.44%	Aaa AA+
3135G0U43	FNMA 2.875% 09/12/2023	11/7/2022 11/8/2022	\$300,000.00	\$295,209.00	\$295,209.00	4.82%	0.285 0.280	\$99.34 \$298,032.00	\$2,823.00	0.82%	Aaa AA+
3133ENAL4	FFCB 0.290% 10/12/2023	11/7/2022 11/8/2022	\$300,000.00	\$287,532.00	\$287,532.00	4.93%	0.367 0.359	\$98.15 \$294,453.00	\$6,921.00	0.81%	Aaa AA+
3130ATTY3	FHLB 4.750% 11/02/2023	10/31/2022 11/2/2022	\$500,000.00	\$499,912.50	\$499,912.50	4.77%	0.425 0.415	\$99.71 \$498,565.00	(\$1,347.50)	1.37%	Aaa AA+
3130ATZ42	FHLB 4.875% 11/28/2023	11/23/2022 11/28/2022	\$500,000.00	\$499,630.00	\$499,630.00	4.95%	0.496 0.485	\$99.71 \$498,550.00	(\$1,080.00)	1.37%	Aaa AA+
3130ATPW1	FHLB 4.625% 12/08/2023	11/4/2022 11/7/2022	\$500,000.00	\$498,500.00 \$1,156.25	\$499,656.25	4.90%	0.523 0.497	\$99.42 \$497,100.00	(\$1,400.00)	1.36%	Aaa AA+
3133ENK33	FFCB 3.625% 03/06/2024	11/3/2022 11/4/2022	\$425,000.00	\$417,622.85	\$417,622.85	4.98%	0.767 0.741	\$98.76 \$419,738.50	\$2,115.65	1.15%	Aaa AA+
3130ATVC8	FHLB 4.875% 06/14/2024	11/4/2022 11/7/2022	\$450,000.00	\$449,968.50	\$449,968.50	4.88%	1.041 0.978	\$99.84 \$449,289.00	(\$679.50)	1.23%	Aaa AA+
742651DP4	PEFCO 2.450% 07/15/2024	11/21/2022 11/22/2022	\$350,000.00	\$336,353.50	\$336,353.50	4.94%	1.126 1.081	\$97.04 \$339,643.50	\$3,290.00	0.93%	Aaa AA+
3136G4G56	FNMA 0.450% 07/29/2024	11/3/2022 11/4/2022	\$400,000.00	\$370,184.00	\$370,184.00	4.98%	1.164 1.131	\$94.47 \$377,872.00	\$7,688.00	1.04%	Aaa AA+
3130AMHH8	FHLB 0.410% 08/01/2024	11/3/2022 11/4/2022	\$430,000.00	\$397,492.00	\$397,492.00	5.00%	1.173 1.139	\$94.45 \$406,143.60	\$8,651.60	1.11%	Aaa AA+
3130ATND5	FHLB 4.375% 09/13/2024	11/3/2022 11/4/2022	\$295,000.00	\$292,368.60	\$292,368.60	4.88%	1.290 1.229	\$99.17 \$292,557.40	\$188.80	0.80%	Aaa AA+
3133XVDG3	FHLB 4.375% 09/13/2024	11/3/2022 11/4/2022	\$180,000.00	\$178,502.22	\$178,502.22	4.85%	1.290 1.228	\$99.10 \$178,385.40	(\$116.82)	0.49%	Aaa AA+
3130ATT31	FHLB 4.500% 10/03/2024	11/8/2022 11/9/2022	\$500,000.00	\$497,045.00	\$497,045.00	4.83%	1.345 1.282	\$99.42 \$497,105.00	\$60.00	1.36%	Aaa AA+

Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3130ALF25	FHLB 0.400% 11/26/2024	11/3/2022 11/4/2022	\$575,000.00	\$524,158.50	\$524,158.50	4.97%	1.493 1.452	\$93.30 \$536,480.75	\$12,322.25	1.47%	Aaa AA+
3130AQBD4	FHLB 1.200% 12/30/2024	11/8/2022 11/9/2022	\$450,000.00	\$415,948.50	\$415,948.50	4.97%	1.586 1.528	\$94.22 \$424,003.50	\$8,055.00	1.16%	Aaa AA+
3133ENZ37	FFCB 4.875% 01/10/2025	11/3/2022 11/10/2022	\$425,000.00	\$425,027.20	\$425,027.20	4.88%	1.616 1.510	\$100.04 \$425,148.75	\$121.55	1.17%	Aaa AA+
3133EMQG0	FFCB 0.320% 02/10/2025	11/7/2022 11/8/2022	\$425,000.00	\$383,626.25	\$383,626.25	4.93%	1.701 1.655	\$92.38 \$392,593.75	\$8,967.50	1.08%	Aaa AA+
3130ALNU4	FHLB 0.680% 03/24/2025	11/4/2022 11/7/2022	\$450,000.00	\$407,164.50	\$407,164.50	4.97%	1.816 1.762	\$92.69 \$417,096.00	\$9,931.50	1.14%	Aaa AA+
3133EMUP5	FFCB 0.710% 04/01/2025	11/4/2022 11/7/2022	\$425,000.00	\$384,595.25	\$384,595.25	4.96%	1.838 1.782	\$92.71 \$394,013.25	\$9,418.00	1.08%	Aaa AA+
3133ELC28	FFCB 0.730% 05/27/2025	11/7/2022 11/8/2022	\$450,000.00	\$405,544.50	\$405,544.50	4.89%	1.992 1.932	\$92.37 \$415,647.00	\$10,102.50	1.14%	Aaa AA+
3130AN4D9	FHLB 0.750% 06/30/2025	11/7/2022 11/8/2022	\$425,000.00	\$381,947.50	\$381,947.50	4.88%	2.085 2.014	\$92.23 \$391,973.25	\$10,025.75	1.08%	Aaa AA+
3133EM5W8	FFCB 0.680% 09/22/2025	11/7/2022 11/8/2022	\$425,000.00	\$378,304.83	\$378,304.83	4.82%	2.315 2.238	\$91.44 \$388,620.00	\$10,315.17	1.07%	Aaa AA+
3130AQUG6	FHLB 1.770% 11/25/2025	11/3/2022 11/4/2022	\$500,000.00	\$456,035.00	\$456,035.00	4.90%	2.490 2.336	\$93.48 \$467,395.00	\$11,360.00	1.28%	Aaa AA+
3135G06J7	FNMA 0.650% 12/10/2025	11/7/2022 11/8/2022	\$325,000.00	\$285,935.00	\$285,935.00	4.89%	2.532 2.441	\$90.64 \$294,576.75	\$8,641.75	0.81%	Aaa AA+
3130ALGR9	FHLB 0.85% 02/26/26	11/7/2022 11/8/2022	\$300,000.00	\$263,169.00	\$263,169.00	4.93%	2.745 2.635	\$90.41 \$271,221.00	\$8,052.00	0.74%	Aaa AA+
3130ALHH0	FHLB 0.960% 03/05/2026	11/7/2022 11/8/2022	\$325,000.00	\$286,334.75	\$286,334.75	4.88%	2.764 2.643	\$91.17 \$296,305.75	\$9,971.00	0.81%	Aaa AA+
313373B68	FHLB 4.375% 03/13/2026	11/28/2022 11/29/2022	\$385,000.00	\$385,704.55	\$385,704.55	4.31%	2.786 2.574	\$100.04 \$385,146.30	(\$558.25)	1.06%	Aaa AA+
3133XG6E9	FHLB 5.750% 06/12/2026	11/17/2022 11/18/2022	\$365,000.00	\$382,939.75	\$382,939.75	4.25%	3.036 2.706	\$104.39 \$381,027.15	(\$1,912.60)	1.05%	Aaa AA+
3130AP3A1	FHLB 0.850% 06/29/2026	11/8/2022 11/9/2022	\$375,000.00	\$326,250.00	\$326,250.00	4.79%	3.082 2.951	\$89.37 \$335,126.25	\$8,876.25	0.92%	Aaa AA+
3133ELY32	FFCB 0.550% 07/22/2026	11/7/2022 11/8/2022	\$300,000.00	\$257,709.00	\$257,709.00	4.74%	3.145 3.048	\$89.42 \$268,257.00	\$10,548.00	0.74%	Aaa AA+
3133EAG44	FFCB 2.630% 08/03/2026	11/8/2022 11/9/2022	\$308,000.00	\$286,992.55	\$286,992.55	4.64%	3.178 2.976	\$95.39 \$293,804.28	\$6,811.73	0.81%	Aaa AA+



Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3130AMVW8	FHLB 1.100% 09/30/2026	11/4/2022 11/7/2022	\$310,000.00	\$268,925.00	\$268,925.00	4.87%	3.337 3.160	\$89.52 \$277,502.70	\$8,577.70	0.76%	Aaa AA+
3130AAAG3	FHLB 2.625% 12/11/2026	11/22/2022 11/23/2022	\$365,000.00	\$343,943.15	\$343,943.15	4.19%	3.534 3.281	\$95.20 \$347,469.05	\$3,525.90	0.95%	Aaa AA+
3130AQF65	FHLB 1.250% 12/21/2026	11/7/2022 11/8/2022	\$350,000.00	\$306,731.60	\$306,731.60	4.58%	3.562 3.398	\$90.93 \$318,237.50	\$11,505.90	0.87%	Aaa AA+
3133ENKG4	FFCB 1.470% 01/11/2027	11/3/2022 11/4/2022	\$475,000.00	\$416,513.25	\$416,513.25	4.75%	3.619 3.336	\$90.20 \$428,450.00	\$11,936.75	1.18%	Aaa AA+
880591EU2	TNNLL 2.875% 02/01/2027	11/15/2022 11/16/2022	\$350,000.00	\$333,084.15	\$333,084.15	4.14%	3.677 3.400	\$95.12 \$332,909.50	(\$174.65)	0.91%	Aaa AA+
3133ENEQ9	FFCB 1.640% 05/24/2027	11/9/2022 11/10/2022	\$350,000.00	\$306,701.50	\$306,701.50	4.70%	3.984 3.618	\$90.15 \$315,511.00	\$8,809.50	0.87%	Aaa AA+
3133ENL99	FFCB 3.375% 09/15/2027	11/4/2022 11/7/2022	\$350,000.00	\$333,910.50	\$333,910.50	4.44%	4.296 3.918	\$97.19 \$340,175.50	\$6,265.00	0.93%	Aaa AA+
742651DZ2	PEFCO 3.900% 10/15/2027	4/27/2023 5/3/2023	\$135,000.00	\$135,216.00	\$135,216.00	3.86%	4.378 3.969	\$99.37 \$134,149.50	(\$1,066.50)	0.37%	Aaa AA+
742651DZ2	PEFCO 3.900% 10/15/2027	4/28/2023 5/3/2023	\$130,000.00	\$129,792.00	\$129,792.00	3.94%	4.378 3.969	\$99.37 \$129,181.00	(\$611.00)	0.35%	Aaa AA+
3133EN5N6	FFCB 4.000% 01/06/2028	1/27/2023 1/30/2023	\$470,000.00	\$475,611.80 \$1,253.34	\$476,865.14	3.73%	4.605 4.100	\$100.09 \$470,404.20	(\$5,207.60)	1.29%	Aaa AA+
880591EZ1	TVA 3.875% 03/15/2028	3/27/2023 3/30/2023	\$600,000.00	\$595,122.00	\$595,122.00	4.06%	4.795 4.302	\$99.53 \$597,192.00	\$2,070.00	1.64%	Aaa AA+
3133EPFU4	FFCB 3.500% 04/12/2028	4/14/2023 4/17/2023	\$550,000.00	\$543,339.50 \$267.36	\$543,606.86	3.77%	4.871 4.404	\$98.10 \$539,539.00	(\$3,800.50)	1.48%	Aaa AA+
<b>SubTotal</b>			<b>\$17,328,000.00</b>	<b>\$16,366,624.77</b> <b>\$2,676.95</b>	<b>\$16,369,301.72</b>	<b>4.70%</b>		<b>\$16,582,658.48</b>	<b>\$216,033.71</b>	<b>45.50%</b>	
<b>Commercial Paper</b>											
62479MTF0	MUFG Bank, Ltd. 06/15/2023	11/3/2022 11/3/2022	\$500,000.00	\$484,288.89	\$484,288.89	5.21%	0.041 0.043	\$99.79 \$498,930.00	\$14,641.11	1.37%	P-1 A-1
8923A1UU3	Toyota Credit de Puerto Rico Corp. 07/28/2023	10/31/2022 10/31/2022	\$500,000.00	\$480,612.50	\$480,612.50	5.38%	0.159 0.157	\$99.15 \$495,745.00	\$15,132.50	1.36%	P-1 A-1+
46640QVE8	J.P. Morgan Securities LLC 08/14/2023	11/17/2022 11/18/2022	\$500,000.00	\$480,983.19	\$480,983.19	5.29%	0.205 0.202	\$98.88 \$494,385.00	\$13,401.81	1.36%	P-1 A-1
<b>SubTotal</b>			<b>\$1,500,000.00</b>	<b>\$1,445,884.58</b>	<b>\$1,445,884.58</b>	<b>5.29%</b>		<b>\$1,489,060.00</b>	<b>\$43,175.42</b>	<b>4.09%</b>	

## Paradise Recreation &amp; Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Corporate Bond</b>											
24422EUX5	John Deere Capital Corporation 2.600% 03/07/2024	11/15/2022 11/17/2022	\$300,000.00	\$291,912.00	\$291,912.00	4.75%	0.770 0.745	\$97.92 \$293,769.00	\$1,857.00	0.81%	A2 A
86787EBC0	Truist Bank 3.200% 04/01/2024	11/7/2022 11/9/2022	\$400,000.00	\$388,528.00	\$388,528.00	5.36%	0.838 0.808	\$97.89 \$391,548.00	\$3,020.00	1.07%	A2 A
05531FBB8	Truist Financial Corporation 2.850% 10/26/2024	11/21/2022 11/23/2022	\$500,000.00	\$479,820.00	\$479,820.00	5.08%	1.408 1.346	\$96.17 \$480,870.00	\$1,050.00	1.32%	A3 A-
69371RR57	PACCAR Financial Corp. 0.900% 11/08/2024	11/15/2022 11/17/2022	\$475,000.00	\$440,638.50	\$440,638.50	4.78%	1.444 1.402	\$94.19 \$447,388.25	\$6,749.75	1.23%	A1 A+
14913R2Y2	Caterpillar Financial Services Corporation 4.900% 01/17/2025	11/15/2022 11/18/2022	\$500,000.00	\$501,070.00	\$501,070.00	4.80%	1.636 1.528	\$99.99 \$499,925.00	(\$1,145.00)	1.37%	A2 A
166764BX7	Chevron Corporation 1.995% 05/11/2027	11/17/2022 11/21/2022	\$350,000.00	\$316,627.50	\$316,627.50	4.37%	3.948 3.689	\$91.43 \$319,994.50	\$3,367.00	0.88%	Aa2 AA-
023135BR6	Amazon.com, Inc. 1.200% 06/03/2027	2/10/2023 2/14/2023	\$750,000.00	\$656,025.00 \$1,775.00	\$657,800.00	4.43%	4.011 3.791	\$88.49 \$663,660.00	\$7,635.00	1.82%	A1 AA
037833DB3	Apple Inc. 2.900% 09/12/2027	1/30/2023 2/1/2023	\$500,000.00	\$473,255.00	\$473,255.00	4.19%	4.288 3.866	\$95.21 \$476,065.00	\$2,810.00	1.31%	Aaa AA+
<b>SubTotal</b>			<b>\$3,775,000.00</b>	<b>\$3,547,876.00</b> <b>\$1,775.00</b>	<b>\$3,549,651.00</b>	<b>4.70%</b>		<b>\$3,573,219.75</b>	<b>\$25,343.75</b>	<b>9.80%</b>	
<b>Corporate Note</b>											
48133U5Z1	JPMorgan Chase Financial Company LLC 5.200% 05/24/2024	4/20/2023 4/24/2023	\$425,000.00	\$425,000.00	\$425,000.00	5.20%	0.984 0.808	\$99.57 \$423,164.00	(\$1,836.00)	1.16%	A1 A-
<b>SubTotal</b>			<b>\$425,000.00</b>	<b>\$425,000.00</b>	<b>\$425,000.00</b>	<b>5.20%</b>		<b>\$423,164.00</b>	<b>(\$1,836.00)</b>	<b>1.16%</b>	
<b>Mortgage-backed Security (Commercial)</b>											
3137BVZ82	Federal Home Loan Mortgage Corporation 3.430% 01/25/2027	5/18/2023 5/23/2023	\$500,000.00	\$486,093.75 \$1,048.06	\$487,141.81	4.89%	3.658 1.832	\$96.62 \$483,100.00	(\$2,993.75)	1.33%	Aaa AA+
<b>SubTotal</b>			<b>\$500,000.00</b>	<b>\$486,093.75</b> <b>\$1,048.06</b>	<b>\$487,141.81</b>	<b>4.89%</b>		<b>\$483,100.00</b>	<b>(\$2,993.75)</b>	<b>1.33%</b>	

Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Municipal Bond</b>											
692039SE1	Oxnard Union High School District 0.852% 08/01/2024	11/3/2022 11/7/2022	\$425,000.00	\$395,891.75	\$395,891.75	5.03%	1.173 1.136	\$94.76 \$402,742.75	\$6,851.00	1.10%	Aa2 A+
20772KAG4	Connecticut, State of 3.230% 01/15/2025	11/3/2022 11/7/2022	\$500,000.00	\$480,570.00	\$480,570.00	5.13%	1.630 1.543	\$97.06 \$485,300.00	\$4,730.00	1.33%	Aa3 AA-
378612AH8	Glendora, City of 1.988% 06/01/2025	11/8/2022 11/10/2022	\$430,000.00	\$396,894.30	\$396,894.30	5.24%	2.005 1.907	\$94.22 \$405,146.00	\$8,251.70	1.11%	AAA
70914PW40	Pennsylvania, Commonwealth of 0.950% 08/01/2025	11/7/2022 11/9/2022	\$400,000.00	\$359,156.00	\$359,156.00	5.00%	2.173 2.096	\$91.94 \$367,756.00	\$8,600.00	1.01%	Aa3 A+
13063D2T4	California, State of 5.500% 10/01/2025	11/10/2022 11/17/2022	\$200,000.00	\$204,024.00	\$204,024.00	4.74%	2.340 2.158	\$101.34 \$202,686.00	(\$1,338.00)	0.56%	Aa2 AA-
801139AE6	Santa Ana, City of 1.176% 08/01/2026	11/7/2022 11/9/2022	\$380,000.00	\$326,442.80	\$326,442.80	5.40%	3.173 3.026	\$88.61 \$336,714.20	\$10,271.40	0.92%	AA
76913CBB4	Riverside, County of 2.963% 02/15/2027	11/17/2022 11/21/2022	\$500,000.00	\$458,065.00	\$458,065.00	5.19%	3.715 3.419	\$93.32 \$466,605.00	\$8,540.00	1.28%	Aa2 AA
250375LA8	Desert Community College District 3.000% 08/01/2027	11/9/2022 11/14/2022	\$320,000.00	\$293,449.60	\$293,449.60	5.00%	4.173 3.815	\$94.31 \$301,795.20	\$8,345.60	0.83%	Aa2 AA
799017WC8	San Mateo Union High School District 2.187% 09/01/2027	11/4/2022 11/8/2022	\$500,000.00	\$440,145.00	\$440,145.00	5.02%	4.258 3.964	\$91.43 \$457,140.00	\$16,995.00	1.25%	Aaa
<b>SubTotal</b>			<b>\$3,655,000.00</b>	<b>\$3,354,638.45</b>	<b>\$3,354,638.45</b>	<b>5.10%</b>		<b>\$3,425,885.15</b>	<b>\$71,246.70</b>	<b>9.40%</b>	
<b>Negotiable Certificate of Deposit</b>											
05580AS39	BMW Bank of North America 4.800% 11/10/2025	11/7/2022 11/10/2022	\$240,000.00	\$239,460.00	\$239,460.00	4.88%	2.449 2.274	\$99.06 \$237,746.40	(\$1,713.60)	0.65%	
06740KRH2	Barclays Bank Delaware 4.950% 11/17/2025	11/7/2022 11/16/2022	\$240,000.00	\$239,520.00	\$239,520.00	5.02%	2.468 2.289	\$99.40 \$238,569.60	(\$950.40)	0.65%	
795451CJ0	Sallie Mae Bank 5.000% 11/18/2025	11/15/2022 11/18/2022	\$243,000.00	\$243,000.00	\$243,000.00	5.00%	2.471 2.291	\$99.52 \$241,831.17	(\$1,168.83)	0.66%	
178180GS8	City National Corporation 4.900% 11/24/2025	11/15/2022 11/23/2022	\$243,000.00	\$242,514.00	\$242,514.00	4.97%	2.488 2.309	\$99.29 \$241,274.70	(\$1,239.30)	0.66%	

Paradise Recreation & Park District - Operating Account

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
2546732B1	Discover Bank 4.900% 11/30/2027	11/18/2022 11/30/2022	\$243,000.00	\$243,000.00	\$243,000.00	4.90%	4.504 3.990	\$99.34 \$241,398.63	(\$1,601.37)	0.66%	
<b>SubTotal</b>			<b>\$1,209,000.00</b>	<b>\$1,207,494.00</b>	<b>\$1,207,494.00</b>	<b>4.96%</b>		<b>\$1,200,820.50</b>	<b>(\$6,673.50)</b>	<b>3.29%</b>	
<b>Supranational</b>											
459058GL1	IBRD 3.000% 09/27/2023	11/23/2022 11/28/2022	\$500,000.00	\$492,408.50	\$492,408.50	4.88%	0.326 0.319	\$99.16 \$495,780.00	\$3,371.50	1.36%	Aaa AA+
<b>SubTotal</b>			<b>\$500,000.00</b>	<b>\$492,408.50</b>	<b>\$492,408.50</b>	<b>4.88%</b>		<b>\$495,780.00</b>	<b>\$3,371.50</b>	<b>1.36%</b>	
<b>U.S. Treasury Bond</b>											
91282CEK3	UST 2.500% 04/30/2024	11/8/2022 11/9/2022	\$500,000.00	\$483,300.78	\$483,300.78	4.87%	0.918 0.912	\$97.52 \$487,600.00	\$4,299.22	1.34%	Aaa AA+
9128286A3	UST 2.625% 01/31/2026	11/7/2022 11/8/2022	\$300,000.00	\$282,269.53	\$282,269.53	4.62%	2.674 2.522	\$96.09 \$288,258.00	\$5,988.47	0.79%	Aaa AA+
9128286S4	UST 2.375% 04/30/2026	11/4/2022 11/7/2022	\$325,000.00	\$302,795.90	\$302,795.90	4.52%	2.918 2.770	\$95.25 \$309,562.50	\$6,766.60	0.85%	Aaa AA+
9128286S4	UST 2.375% 04/30/2026	2/13/2023 2/14/2023	\$100,000.00	\$94,710.94	\$94,710.94	4.15%	2.918 2.770	\$95.25 \$95,250.00	\$539.06	0.26%	Aaa AA+
9128286X3	UST 2.125% 05/31/2026	11/7/2022 11/8/2022	\$325,000.00	\$299,228.52	\$299,228.52	4.56%	3.003 2.830	\$94.42 \$306,858.50	\$7,629.98	0.84%	Aaa AA+
9128286X3	UST 2.125% 05/31/2026	2/13/2023 2/14/2023	\$100,000.00	\$93,828.12	\$93,828.12	4.15%	3.003 2.830	\$94.42 \$94,418.00	\$589.88	0.26%	Aaa AA+
<b>SubTotal</b>			<b>\$1,650,000.00</b>	<b>\$1,556,133.79</b>	<b>\$1,556,133.79</b>	<b>4.61%</b>		<b>\$1,581,947.00</b>	<b>\$25,813.21</b>	<b>4.34%</b>	
<b>U.S. Treasury Note</b>											
912828B66	UST 2.750% 02/15/2024	11/3/2022 11/4/2022	\$475,000.00	\$462,457.03	\$462,457.03	4.90%	0.712 0.689	\$98.22 \$466,521.25	\$4,064.22	1.28%	Aaa AA+
91282CER8	UST 2.500% 05/31/2024	11/4/2022 11/7/2022	\$425,000.00	\$410,291.02	\$410,291.02	4.82%	1.003 0.961	\$97.36 \$413,792.75	\$3,501.73	1.14%	Aaa AA+
91282CEY3	UST 3.000% 07/15/2025	11/8/2022 11/9/2022	\$450,000.00	\$431,736.33	\$431,736.33	4.62%	2.126 2.007	\$97.15 \$437,166.00	\$5,429.67	1.20%	Aaa AA+
91282CFE6	UST 3.125% 08/15/2025	11/8/2022 11/9/2022	\$450,000.00	\$433,107.42	\$433,107.42	4.58%	2.211 2.088	\$97.40 \$438,277.50	\$5,170.08	1.20%	Aaa AA+

Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CFP1	UST 4.250% 10/15/2025	11/8/2022 11/9/2022	\$450,000.00	\$446,027.34	\$446,027.34	4.57%	2.378 2.228	\$99.87 \$449,401.50	\$3,374.16	1.23%	Aaa AA+
912828YQ7	UST 1.625% 10/31/2026	11/9/2022 11/10/2022	\$300,000.00	\$269,812.50	\$269,812.50	4.41%	3.422 3.265	\$92.37 \$277,101.00	\$7,288.50	0.76%	Aaa AA+
912828YQ7	UST 1.625% 10/31/2026	2/13/2023 2/14/2023	\$250,000.00	\$229,013.67	\$229,013.67	4.09%	3.422 3.265	\$92.37 \$230,917.50	\$1,903.83	0.63%	Aaa AA+
912828U24	UST 2.000% 11/15/2026	11/8/2022 11/9/2022	\$325,000.00	\$296,080.08	\$296,080.08	4.44%	3.463 3.287	\$93.47 \$303,787.25	\$7,707.17	0.83%	Aaa AA+
912828U24	UST 2.000% 11/15/2026	2/13/2023 2/14/2023	\$250,000.00	\$231,962.89	\$231,962.89	4.10%	3.463 3.287	\$93.47 \$233,682.50	\$1,719.61	0.64%	Aaa AA+
91282CEF4	UST 2.500% 03/31/2027	11/17/2022 11/18/2022	\$350,000.00	\$328,753.91	\$328,753.91	4.03%	3.836 3.586	\$94.78 \$331,733.50	\$2,979.59	0.91%	Aaa AA+
91282CEN7	UST 2.750% 04/30/2027	11/15/2022 11/16/2022	\$350,000.00	\$332,199.22	\$332,199.22	4.01%	3.918 3.728	\$95.58 \$334,537.00	\$2,337.78	0.92%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	11/17/2022 11/18/2022	\$350,000.00	\$339,130.86	\$339,130.86	3.99%	4.085 3.725	\$97.36 \$340,756.50	\$1,625.64	0.93%	Aaa AA+
91282CFB2	UST 2.750% 07/31/2027	11/4/2022 11/7/2022	\$350,000.00	\$325,896.48	\$325,896.48	4.38%	4.170 3.845	\$95.43 \$334,005.00	\$8,108.52	0.92%	Aaa AA+
91282CFM8	UST 4.125% 09/30/2027	2/13/2023 2/14/2023	\$550,000.00	\$552,771.48	\$552,771.48	4.00%	4.337 3.910	\$100.75 \$554,125.00	\$1,353.52	1.52%	Aaa AA+
91282CFU0	UST 4.125% 10/31/2027	2/13/2023 2/14/2023	\$285,000.00	\$286,569.73	\$286,569.73	3.99%	4.422 3.994	\$100.81 \$287,305.65	\$735.92	0.79%	Aaa AA+
91282CGC9	UST 3.875% 12/31/2027	2/6/2023 2/7/2023	\$545,000.00	\$546,447.66 \$2,216.89	\$548,664.55	3.81%	4.589 4.097	\$99.93 \$544,640.30	(\$1,807.36)	1.49%	Aaa AA+
91282CGH8	UST 3.500% 01/31/2028	2/13/2023 2/14/2023	\$575,000.00	\$563,544.92 \$778.31	\$564,323.23	3.95%	4.674 4.213	\$98.43 \$565,972.50	\$2,427.58	1.55%	Aaa AA+
9128284N7	UST 2.875% 05/15/2028	5/15/2023 5/16/2023	\$500,000.00	\$485,820.31 \$39.06	\$485,859.37	3.50%	4.962 4.552	\$95.62 \$478,085.00	(\$7,735.31)	1.31%	Aaa AA+
<b>SubTotal</b>			<b>\$7,230,000.00</b>	<b>\$6,971,622.85</b> <b>\$3,034.26</b>	<b>\$6,974,657.11</b>	<b>4.23%</b>		<b>\$7,021,807.70</b>	<b>\$50,184.85</b>	<b>19.27%</b>	
<b>Grand Total</b>			<b>\$37,942,777.10</b>	<b>\$36,024,553.79</b> <b>\$8,534.27</b>	<b>\$36,033,088.06</b>	<b>4.69%</b>		<b>\$36,448,219.68</b>	<b>\$423,665.89</b>	<b>100.00%</b>	

## Paradise Recreation &amp; Park District - Operating Account

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Amount	Purchased Interest	Total Cost	Yield at Cost
<b>Purchase</b>									
Purchase	4/27/2023	5/3/2023	742651DZ2	PEFCO 3.900% 10/15/2027	135,000.00	135,216.00		135,216.00	3.86%
Purchase	4/28/2023	5/3/2023	742651DZ2	PEFCO 3.900% 10/15/2027	130,000.00	129,792.00		129,792.00	3.94%
Purchase	5/15/2023	5/16/2023	9128284N7	UST 2.875% 05/15/2028	500,000.00	485,820.31	39.06	485,859.37	3.50%
Purchase	5/18/2023	5/23/2023	3137BVZ82	Federal Home Loan Mortgage Corporation 3.430% 01/25/2027	500,000.00	486,093.75	1,048.06	487,141.81	4.89%
<b>Total</b>					<b>1,265,000.00</b>	<b>1,236,922.06</b>	<b>1,087.12</b>	<b>1,238,009.18</b>	

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
<b>Maturity</b>								
Maturity	5/2/2023	5/2/2023	8923A1S28	Toyota Credit de Puerto Rico Corp. 05/02/2023	500,000.00	487,444.17	500,000.00	12,555.83
Maturity	5/22/2023	5/22/2023	62479MSN4	MUFG Bank, Ltd. 05/22/2023	500,000.00	486,111.11	500,000.00	13,888.89
<b>Total</b>					<b>1,000,000.00</b>	<b>973,555.28</b>	<b>1,000,000.00</b>	<b>26,444.72</b>

<b>Sell</b>								
Sell	4/28/2023	5/1/2023	91282CFU0	UST 4.125% 10/31/2027	265,000.00	266,459.57	270,558.79	4,099.22
<b>Total</b>					<b>265,000.00</b>	<b>266,459.57</b>	<b>270,558.79</b>	<b>4,099.22</b>

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
<b>Interest/Dividends</b>					
Interest/Dividends	5/1/2023	5/1/2023	9128286S4	UST 2.375% 04/30/2026	5,046.88
Interest/Dividends	5/1/2023	5/1/2023	912828YQ7	UST 1.625% 10/31/2026	4,468.75

## Paradise Recreation &amp; Park District - Operating Account

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	5/1/2023	5/1/2023	91282CEK3	UST 2.500% 04/30/2024	6,250.00
Interest/Dividends	5/1/2023	5/1/2023	91282CEN7	UST 2.750% 04/30/2027	4,812.50
Interest/Dividends	5/1/2023	5/1/2023	91282CFU0	UST 4.125% 10/31/2027	11,343.75
Interest/Dividends	5/1/2023	5/1/2023	31846V567	First American Funds, Inc.	879.69
Interest/Dividends	4/28/2023	5/1/2023	91282CFU0	Treasury, United States Department of 4.13% 10/31/2027	29.70
Interest/Dividends	5/2/2023	5/2/2023	3130ATTY3	FHLB 4.750% 11/02/2023	11,875.00
Interest/Dividends	5/8/2023	5/8/2023	69371RR57	PACCAR Financial Corp. 0.900% 11/08/2024	2,137.50
Interest/Dividends	5/10/2023	5/10/2023	05580AS39	BMW Bank of North America 4.800% 11/10/2025	5,712.66
Interest/Dividends	5/11/2023	5/11/2023	166764BX7	Chevron Corporation 1.995% 05/11/2027	3,491.25
Interest/Dividends	5/15/2023	5/15/2023	912828U24	UST 2.000% 11/15/2026	5,750.00
Interest/Dividends	5/16/2023	5/16/2023	06740KRH2	Barclays Bank Delaware 4.950% 11/17/2025	5,891.18
Interest/Dividends	5/18/2023	5/18/2023	795451CJ0	Sallie Mae Bank 5.000% 11/18/2025	6,025.07
Interest/Dividends	5/23/2023	5/23/2023	178180GS8	City National Corporation 4.900% 11/24/2025	5,904.57
Interest/Dividends	5/24/2023	5/24/2023	3133ENEQ9	FFCB 1.640% 05/24/2027	2,870.00
Interest/Dividends	5/25/2023	5/25/2023	3130AQUG6	FHLB 1.770% 11/25/2025	4,425.00
Interest/Dividends	5/30/2023	5/30/2023	2546732B1	Discover Bank 4.900% 11/30/2027	5,904.57
Interest/Dividends	5/30/2023	5/30/2023	3130ATZ42	FHLB 4.875% 11/28/2023	12,187.50
Interest/Dividends	5/30/2023	5/30/2023	3133ELC28	FFCB 0.730% 05/27/2025	1,642.50
Interest/Dividends	5/31/2023	5/31/2023	9128286X3	UST 2.125% 05/31/2026	4,515.63

Paradise Recreation & Park District - Operating Account

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	5/31/2023	5/31/2023	91282CER8	UST 2.500% 05/31/2024	5,312.50
<b>Total</b>					<b>116,476.20</b>

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
<b>Custodian Fee</b>				
Custodian Fee	5/25/2023	5/25/2023	Cash Out	(305.42)
<b>Total</b>				<b>(305.42)</b>

<b>Management Fee</b>				
Management Fee	5/9/2023	5/9/2023	Cash Out	(2,438.31)
<b>Total</b>				<b>(2,438.31)</b>



Paradise Recreation & Park District - Operating Account

## STATEMENT DISCLOSURE

As of May 31, 2023



Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data has been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

Statements may include positions from unmanaged accounts provided for reporting purposes. Unmanaged accounts are managed directly by the client and are not included in the accounts managed by the investment adviser. This information is provided as a client convenience and the investment adviser assumes no responsibility for performance of these accounts or the accuracy of the data reported.

**Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investors shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.**

Meeder Investment Management is the global brand for the Meeder group of affiliated companies. Investment advisory services are provided through Meeder Public Funds, Inc. Please contact us if you would like to receive a copy of our current ADV disclosure brochure or privacy policy.



## Paradise Recreation & Park District - Operating Account

Monthly Investment Report  
May 31, 2023

**Your Investment Representative:**

Jim McCourt

(614) 923-1151

[jmccourt@meederinvestment.com](mailto:jmccourt@meederinvestment.com)

For questions about your account please contact your investment representative or contact [publicfundsoperations@meederinvestment.com](mailto:publicfundsoperations@meederinvestment.com)

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Paradise Recreation & Park District - Operating Account

**PORTFOLIO SUMMARY**

As of May 31, 2023



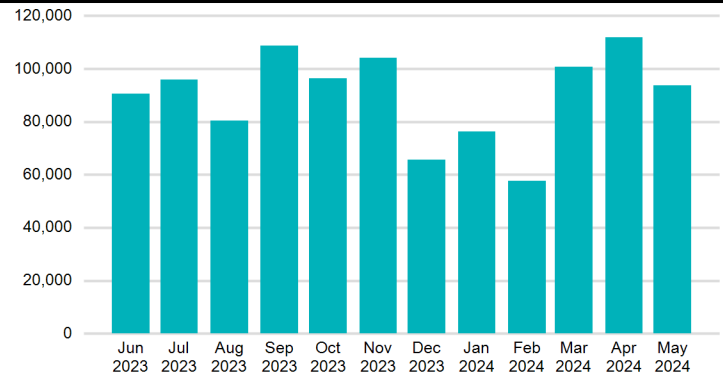
**MONTHLY RECONCILIATION**

<b>Beginning Book Value</b>	<b>35,881,364.50</b>
Contributions	
Withdrawals	
Prior Month Management Fees	(2,438.31)
Prior Month Custodian Fees	(305.42)
Realized Gains/Losses	30,543.94
Purchased Interest	(1,087.12)
Gross Interest Earnings	116,476.20
<b>Ending Book Value</b>	<b>36,024,553.79</b>

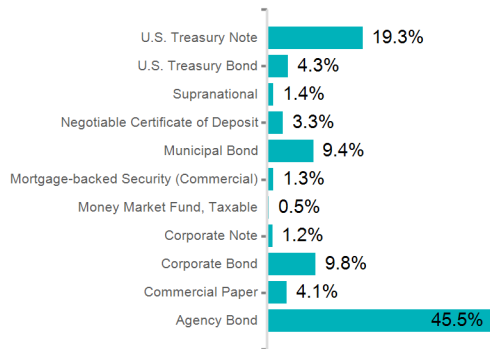
**PORTFOLIO CHARACTERISTICS**

Portfolio Yield to Maturity	4.69%
Portfolio Effective Duration	2.25 yrs
Weighted Average Maturity	2.44 yrs
Weighted Average Life	2.52 yrs

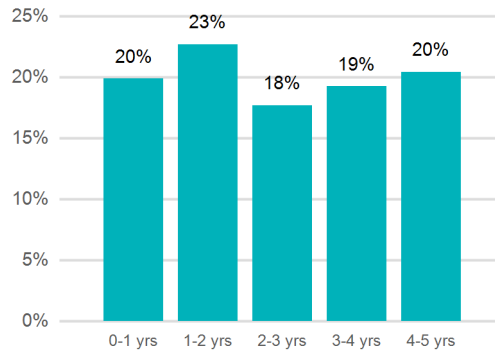
**PROJECTED MONTHLY INCOME SCHEDULE**



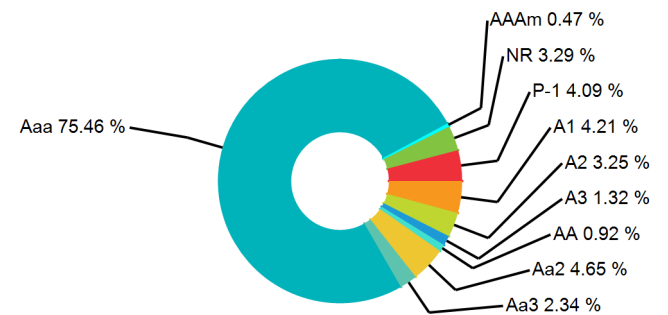
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY**



Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
023135BR6	Amazon.com, Inc. 1.200% 06/03/2027	4,500						4,500					
037833DB3	Apple Inc. 2.900% 09/12/2027				7,250						7,250		
05531FBB8	Truist Financial Corporation 2.850% 10/26/2024					7,125						7,125	
05580AS39	BMW Bank of North America 4.800% 11/10/2025						5,807						5,744
06740KRH2	Barclays Bank Delaware 4.950% 11/17/2025						5,989						5,924
13063D2T4	California, State of 5.500% 10/01/2025					5,500						5,500	
14913R2Y2	Caterpillar Financial Services Corporation 4.900% 01/17/2025		12,250						12,250				
166764BX7	Chevron Corporation 1.995% 05/11/2027						3,491						3,491
178180GS8	City National Corporation 4.900% 11/24/2025						6,002						5,937
20772KAG4	Connecticut, State of 3.230% 01/15/2025		8,075						8,075				
24422EUX5	John Deere Capital Corporation 2.600% 03/07/2024				3,900						11,988		
250375LA8	Desert Community College District 3.000% 08/01/2027			4,800						4,800			
2546732B1	Discover Bank 4.900% 11/30/2027						6,002						5,937
3130AAAG3	FHLB 2.625% 12/11/2026	4,791						4,791					
3130ALF25	FHLB 0.400% 11/26/2024			1,150						1,150			
3130ALGR9	FHLB 0.85% 02/26/26			1,275						1,275			
3130ALHH0	FHLB 0.960% 03/05/2026				1,560						1,560		
3130ALNU4	FHLB 0.680% 03/24/2025				1,530						1,530		
3130AMHH8	FHLB 0.410% 08/01/2024	882						882					
3130AMWW8	FHLB 1.100% 09/30/2026				1,705						1,705		

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3130AN4D9	FHLB 0.750% 06/30/2025	1,594						1,594					
3130AP3A1	FHLB 0.850% 06/29/2026				1,594						1,594		
3130AQBD4	FHLB 1.200% 12/30/2024	2,700						2,700					
3130AQF65	FHLB 1.250% 12/21/2026	2,188						2,188					
3130AQUG6	FHLB 1.770% 11/25/2025						4,425						4,425
3130ATND5	FHLB 4.375% 09/13/2024				6,453						6,453		
3130ATPW1	FHLB 4.625% 12/08/2023	11,563						4,648					
3130ATT31	FHLB 4.500% 10/03/2024					11,250						11,250	
3130ATTY3	FHLB 4.750% 11/02/2023						11,963						
3130ATVC8	FHLB 4.875% 06/14/2024	13,223						10,969					
3130ATZ42	FHLB 4.875% 11/28/2023						12,558						
313373B68	FHLB 4.375% 03/13/2026				8,422						8,422		
3133EAG44	FFCB 2.630% 08/03/2026			4,050						4,050			
3133EFBJ5	FFCB 2.320% 08/28/2023			16,120									
3133ELC28	FFCB 0.730% 05/27/2025						1,643						1,643
3133ELY32	FFCB 0.550% 07/22/2026		825						825				
3133EM5W8	FFCB 0.680% 09/22/2025				1,445						1,445		
3133EMQG0	FFCB 0.320% 02/10/2025			680						680			
3133EMUP5	FFCB 0.710% 04/01/2025					1,509						1,509	
3133EN5N6	FFCB 4.000% 01/06/2028		9,400						9,400				
3133ENAL4	FFCB 0.290% 10/12/2023					12,903							
3133ENEQ9	FFCB 1.640% 05/24/2027						2,870						2,870
3133ENK33	FFCB 3.625% 03/06/2024				7,703						15,080		
3133ENKG4	FFCB 1.470% 01/11/2027		3,491						3,491				
3133ENL99	FFCB 3.375% 09/15/2027				5,906						5,906		

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3133ENZ37	FFCB 4.875% 01/10/2025		10,359						10,359				
3133EPFU4	FFCB 3.500% 04/12/2028					9,625						9,625	
3133XG6E9	FHLB 5.750% 06/12/2026	10,494						10,494					
3133XVDG3	FHLB 4.375% 09/13/2024				3,938						3,938		
3135G06J7	FNMA 0.650% 12/10/2025	1,056						1,056					
3135G0U43	FNMA 2.875% 09/12/2023				9,103								
3136G4G56	FNMA 0.450% 07/29/2024		900						900				
3137BVZ82	Federal Home Loan Mortgage Corporation 3.430% 01/25/2027	1,429	1,399	1,369	1,338	1,308	1,277	1,247	1,216	1,185	1,154	1,123	1,092
378612AH8	Glendora, City of 1.988% 06/01/2025	4,274						4,274					
459058GL1	IBRD 3.000% 09/27/2023				15,092								
46640QVE8	J.P. Morgan Securities LLC 08/14/2023			19,017									
48133U5Z1	JPMorgan Chase Financial Company LLC 5.200% 05/24/2024						11,050						11,050
62479MTF0	MUFG Bank, Ltd. 06/15/2023	15,711											
692039SE1	Oxnard Union High School District 0.852% 08/01/2024			1,811						1,811			
69371RR57	PACCAR Financial Corp. 0.900% 11/08/2024						2,138						2,138
70914PW40	Pennsylvania, Commonwealth of 0.950% 08/01/2025			1,900						1,900			
742651DP4	PEFCO 2.450% 07/15/2024		4,288						4,288				
742651DZ2	PEFCO 3.900% 10/15/2027					4,651						5,168	
76913CBB4	Riverside, County of 2.963% 02/15/2027			7,408						7,408			
795451CJ0	Sallie Mae Bank 5.000% 11/18/2025						6,125						6,058

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
799017WC8	San Mateo Union High School District 2.187% 09/01/2027				5,468							5,468	
801139AE6	Santa Ana, City of 1.176% 08/01/2026			2,234						2,234			
86787EBC0	Truist Bank 3.200% 04/01/2024					6,400						17,872	
880591EU2	TNNLL 2.875% 02/01/2027			5,031						5,031			
880591EZ1	TVA 3.875% 03/15/2028				10,656						11,625		
8923A1UU3	Toyota Credit de Puerto Rico Corp. 07/28/2023		19,388										
9128284N7	UST 2.875% 05/15/2028						7,188						7,188
9128286A3	UST 2.625% 01/31/2026		3,938						3,938				
9128286S4	UST 2.375% 04/30/2026					5,047						5,047	
9128286X3	UST 2.125% 05/31/2026						4,516						4,516
912828B66	UST 2.750% 02/15/2024			6,531						19,074			
912828U24	UST 2.000% 11/15/2026						5,750						5,750
912828YQ7	UST 1.625% 10/31/2026					4,469						4,469	
91282CEF4	UST 2.500% 03/31/2027				4,375						4,375		
91282CEK3	UST 2.500% 04/30/2024					6,250						22,949	
91282CEN7	UST 2.750% 04/30/2027					4,813						4,813	
91282CER8	UST 2.500% 05/31/2024						5,313						20,021
91282CEW7	UST 3.250% 06/30/2027	5,688						5,688					
91282CEY3	UST 3.000% 07/15/2025		6,750						6,750				
91282CFB2	UST 2.750% 07/31/2027		4,813						4,813				
91282CFE6	UST 3.125% 08/15/2025			7,031						7,031			
91282CFM8	UST 4.125% 09/30/2027				11,344						11,344		
91282CFP1	UST 4.250% 10/15/2025					9,563						9,563	
91282CFU0	UST 4.125% 10/31/2027					5,878						5,878	

Paradise Recreation & Park District - Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
91282CGC9	UST 3.875% 12/31/2027	10,559						10,559					
91282CGH8	UST 3.500% 01/31/2028		10,063						10,063				
<b>TOTAL</b>		<b>90,651</b>	<b>95,937</b>	<b>80,407</b>	<b>108,781</b>	<b>96,289</b>	<b>104,105</b>	<b>65,587</b>	<b>76,366</b>	<b>57,629</b>	<b>100,836</b>	<b>111,889</b>	<b>93,783</b>



Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Cash and Cash Equivalents</b>											
31846V567	First American Funds, Inc.	5/31/2023 5/31/2023	\$170,777.10	\$170,777.10	\$170,777.10	4.93%	0.003 0.003	\$1.00 \$170,777.10	\$0.00	0.47%	AAAm
<b>SubTotal</b>			<b>\$170,777.10</b>	<b>\$170,777.10</b>	<b>\$170,777.10</b>	<b>4.93%</b>		<b>\$170,777.10</b>	<b>\$0.00</b>	<b>0.47%</b>	
<b>Agency Bond</b>											
3133EFBJ5	FFCB 2.320% 08/28/2023	11/23/2022 11/25/2022	\$530,000.00	\$520,027.52	\$520,027.52	4.87%	0.244 0.240	\$99.26 \$526,067.40	\$6,039.88	1.44%	Aaa AA+
3135G0U43	FNMA 2.875% 09/12/2023	11/7/2022 11/8/2022	\$300,000.00	\$295,209.00	\$295,209.00	4.82%	0.285 0.280	\$99.34 \$298,032.00	\$2,823.00	0.82%	Aaa AA+
3133ENAL4	FFCB 0.290% 10/12/2023	11/7/2022 11/8/2022	\$300,000.00	\$287,532.00	\$287,532.00	4.93%	0.367 0.359	\$98.15 \$294,453.00	\$6,921.00	0.81%	Aaa AA+
3130ATTY3	FHLB 4.750% 11/02/2023	10/31/2022 11/2/2022	\$500,000.00	\$499,912.50	\$499,912.50	4.77%	0.425 0.415	\$99.71 \$498,565.00	(\$1,347.50)	1.37%	Aaa AA+
3130ATZ42	FHLB 4.875% 11/28/2023	11/23/2022 11/28/2022	\$500,000.00	\$499,630.00	\$499,630.00	4.95%	0.496 0.485	\$99.71 \$498,550.00	(\$1,080.00)	1.37%	Aaa AA+
3130ATPW1	FHLB 4.625% 12/08/2023	11/4/2022 11/7/2022	\$500,000.00	\$498,500.00 \$1,156.25	\$499,656.25	4.90%	0.523 0.497	\$99.42 \$497,100.00	(\$1,400.00)	1.36%	Aaa AA+
3133ENK33	FFCB 3.625% 03/06/2024	11/3/2022 11/4/2022	\$425,000.00	\$417,622.85	\$417,622.85	4.98%	0.767 0.741	\$98.76 \$419,738.50	\$2,115.65	1.15%	Aaa AA+
3130ATVC8	FHLB 4.875% 06/14/2024	11/4/2022 11/7/2022	\$450,000.00	\$449,968.50	\$449,968.50	4.88%	1.041 0.978	\$99.84 \$449,289.00	(\$679.50)	1.23%	Aaa AA+
742651DP4	PEFCO 2.450% 07/15/2024	11/21/2022 11/22/2022	\$350,000.00	\$336,353.50	\$336,353.50	4.94%	1.126 1.081	\$97.04 \$339,643.50	\$3,290.00	0.93%	Aaa AA+
3136G4G56	FNMA 0.450% 07/29/2024	11/3/2022 11/4/2022	\$400,000.00	\$370,184.00	\$370,184.00	4.98%	1.164 1.131	\$94.47 \$377,872.00	\$7,688.00	1.04%	Aaa AA+
3130AMHH8	FHLB 0.410% 08/01/2024	11/3/2022 11/4/2022	\$430,000.00	\$397,492.00	\$397,492.00	5.00%	1.173 1.139	\$94.45 \$406,143.60	\$8,651.60	1.11%	Aaa AA+
3130ATND5	FHLB 4.375% 09/13/2024	11/3/2022 11/4/2022	\$295,000.00	\$292,368.60	\$292,368.60	4.88%	1.290 1.229	\$99.17 \$292,557.40	\$188.80	0.80%	Aaa AA+
3133XVDG3	FHLB 4.375% 09/13/2024	11/3/2022 11/4/2022	\$180,000.00	\$178,502.22	\$178,502.22	4.85%	1.290 1.228	\$99.10 \$178,385.40	(\$116.82)	0.49%	Aaa AA+
3130ATT31	FHLB 4.500% 10/03/2024	11/8/2022 11/9/2022	\$500,000.00	\$497,045.00	\$497,045.00	4.83%	1.345 1.282	\$99.42 \$497,105.00	\$60.00	1.36%	Aaa AA+

Paradise Recreation & Park District - Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3130ALF25	FHLB 0.400% 11/26/2024	11/3/2022 11/4/2022	\$575,000.00	\$524,158.50	\$524,158.50	4.97%	1.493 1.452	\$93.30 \$536,480.75	\$12,322.25	1.47%	Aaa AA+
3130AQBD4	FHLB 1.200% 12/30/2024	11/8/2022 11/9/2022	\$450,000.00	\$415,948.50	\$415,948.50	4.97%	1.586 1.528	\$94.22 \$424,003.50	\$8,055.00	1.16%	Aaa AA+
3133ENZ37	FFCB 4.875% 01/10/2025	11/3/2022 11/10/2022	\$425,000.00	\$425,027.20	\$425,027.20	4.88%	1.616 1.510	\$100.04 \$425,148.75	\$121.55	1.17%	Aaa AA+
3133EMQG0	FFCB 0.320% 02/10/2025	11/7/2022 11/8/2022	\$425,000.00	\$383,626.25	\$383,626.25	4.93%	1.701 1.655	\$92.38 \$392,593.75	\$8,967.50	1.08%	Aaa AA+
3130ALNU4	FHLB 0.680% 03/24/2025	11/4/2022 11/7/2022	\$450,000.00	\$407,164.50	\$407,164.50	4.97%	1.816 1.762	\$92.69 \$417,096.00	\$9,931.50	1.14%	Aaa AA+
3133EMUP5	FFCB 0.710% 04/01/2025	11/4/2022 11/7/2022	\$425,000.00	\$384,595.25	\$384,595.25	4.96%	1.838 1.782	\$92.71 \$394,013.25	\$9,418.00	1.08%	Aaa AA+
3133ELC28	FFCB 0.730% 05/27/2025	11/7/2022 11/8/2022	\$450,000.00	\$405,544.50	\$405,544.50	4.89%	1.992 1.932	\$92.37 \$415,647.00	\$10,102.50	1.14%	Aaa AA+
3130AN4D9	FHLB 0.750% 06/30/2025	11/7/2022 11/8/2022	\$425,000.00	\$381,947.50	\$381,947.50	4.88%	2.085 2.014	\$92.23 \$391,973.25	\$10,025.75	1.08%	Aaa AA+
3133EM5W8	FFCB 0.680% 09/22/2025	11/7/2022 11/8/2022	\$425,000.00	\$378,304.83	\$378,304.83	4.82%	2.315 2.238	\$91.44 \$388,620.00	\$10,315.17	1.07%	Aaa AA+
3130AQUG6	FHLB 1.770% 11/25/2025	11/3/2022 11/4/2022	\$500,000.00	\$456,035.00	\$456,035.00	4.90%	2.490 2.336	\$93.48 \$467,395.00	\$11,360.00	1.28%	Aaa AA+
3135G06J7	FNMA 0.650% 12/10/2025	11/7/2022 11/8/2022	\$325,000.00	\$285,935.00	\$285,935.00	4.89%	2.532 2.441	\$90.64 \$294,576.75	\$8,641.75	0.81%	Aaa AA+
3130ALGR9	FHLB 0.85% 02/26/26	11/7/2022 11/8/2022	\$300,000.00	\$263,169.00	\$263,169.00	4.93%	2.745 2.635	\$90.41 \$271,221.00	\$8,052.00	0.74%	Aaa AA+
3130ALHH0	FHLB 0.960% 03/05/2026	11/7/2022 11/8/2022	\$325,000.00	\$286,334.75	\$286,334.75	4.88%	2.764 2.643	\$91.17 \$296,305.75	\$9,971.00	0.81%	Aaa AA+
313373B68	FHLB 4.375% 03/13/2026	11/28/2022 11/29/2022	\$385,000.00	\$385,704.55	\$385,704.55	4.31%	2.786 2.574	\$100.04 \$385,146.30	(\$558.25)	1.06%	Aaa AA+
3133XG6E9	FHLB 5.750% 06/12/2026	11/17/2022 11/18/2022	\$365,000.00	\$382,939.75	\$382,939.75	4.25%	3.036 2.706	\$104.39 \$381,027.15	(\$1,912.60)	1.05%	Aaa AA+
3130AP3A1	FHLB 0.850% 06/29/2026	11/8/2022 11/9/2022	\$375,000.00	\$326,250.00	\$326,250.00	4.79%	3.082 2.951	\$89.37 \$335,126.25	\$8,876.25	0.92%	Aaa AA+
3133ELY32	FFCB 0.550% 07/22/2026	11/7/2022 11/8/2022	\$300,000.00	\$257,709.00	\$257,709.00	4.74%	3.145 3.048	\$89.42 \$268,257.00	\$10,548.00	0.74%	Aaa AA+
3133EAG44	FFCB 2.630% 08/03/2026	11/8/2022 11/9/2022	\$308,000.00	\$286,992.55	\$286,992.55	4.64%	3.178 2.976	\$95.39 \$293,804.28	\$6,811.73	0.81%	Aaa AA+

## Paradise Recreation &amp; Park District - Operating Account

**POSITION STATEMENT**

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3130AMVW8	FHLB 1.100% 09/30/2026	11/4/2022 11/7/2022	\$310,000.00	\$268,925.00	\$268,925.00	4.87%	3.337 3.160	\$89.52 \$277,502.70	\$8,577.70	0.76%	Aaa AA+
3130AAAG3	FHLB 2.625% 12/11/2026	11/22/2022 11/23/2022	\$365,000.00	\$343,943.15	\$343,943.15	4.19%	3.534 3.281	\$95.20 \$347,469.05	\$3,525.90	0.95%	Aaa AA+
3130AQF65	FHLB 1.250% 12/21/2026	11/7/2022 11/8/2022	\$350,000.00	\$306,731.60	\$306,731.60	4.58%	3.562 3.398	\$90.93 \$318,237.50	\$11,505.90	0.87%	Aaa AA+
3133ENKG4	FFCB 1.470% 01/11/2027	11/3/2022 11/4/2022	\$475,000.00	\$416,513.25	\$416,513.25	4.75%	3.619 3.336	\$90.20 \$428,450.00	\$11,936.75	1.18%	Aaa AA+
880591EU2	TNNLL 2.875% 02/01/2027	11/15/2022 11/16/2022	\$350,000.00	\$333,084.15	\$333,084.15	4.14%	3.677 3.400	\$95.12 \$332,909.50	(\$174.65)	0.91%	Aaa AA+
3133ENEQ9	FFCB 1.640% 05/24/2027	11/9/2022 11/10/2022	\$350,000.00	\$306,701.50	\$306,701.50	4.70%	3.984 3.618	\$90.15 \$315,511.00	\$8,809.50	0.87%	Aaa AA+
3133ENL99	FFCB 3.375% 09/15/2027	11/4/2022 11/7/2022	\$350,000.00	\$333,910.50	\$333,910.50	4.44%	4.296 3.918	\$97.19 \$340,175.50	\$6,265.00	0.93%	Aaa AA+
742651DZ2	PEFCO 3.900% 10/15/2027	4/27/2023 5/3/2023	\$135,000.00	\$135,216.00	\$135,216.00	3.86%	4.378 3.969	\$99.37 \$134,149.50	(\$1,066.50)	0.37%	Aaa AA+
742651DZ2	PEFCO 3.900% 10/15/2027	4/28/2023 5/3/2023	\$130,000.00	\$129,792.00	\$129,792.00	3.94%	4.378 3.969	\$99.37 \$129,181.00	(\$611.00)	0.35%	Aaa AA+
3133EN5N6	FFCB 4.000% 01/06/2028	1/27/2023 1/30/2023	\$470,000.00	\$475,611.80 \$1,253.34	\$476,865.14	3.73%	4.605 4.100	\$100.09 \$470,404.20	(\$5,207.60)	1.29%	Aaa AA+
880591EZ1	TVA 3.875% 03/15/2028	3/27/2023 3/30/2023	\$600,000.00	\$595,122.00	\$595,122.00	4.06%	4.795 4.302	\$99.53 \$597,192.00	\$2,070.00	1.64%	Aaa AA+
3133EPFU4	FFCB 3.500% 04/12/2028	4/14/2023 4/17/2023	\$550,000.00	\$543,339.50 \$267.36	\$543,606.86	3.77%	4.871 4.404	\$98.10 \$539,539.00	(\$3,800.50)	1.48%	Aaa AA+
<b>SubTotal</b>			<b>\$17,328,000.00</b>	<b>\$16,366,624.77</b> <b>\$2,676.95</b>	<b>\$16,369,301.72</b>	<b>4.70%</b>		<b>\$16,582,658.48</b>	<b>\$216,033.71</b>	<b>45.50%</b>	
<b>Commercial Paper</b>											
62479MTF0	MUFG Bank, Ltd. 06/15/2023	11/3/2022 11/3/2022	\$500,000.00	\$484,288.89	\$484,288.89	5.21%	0.041 0.043	\$99.79 \$498,930.00	\$14,641.11	1.37%	P-1 A-1
8923A1UU3	Toyota Credit de Puerto Rico Corp. 07/28/2023	10/31/2022 10/31/2022	\$500,000.00	\$480,612.50	\$480,612.50	5.38%	0.159 0.157	\$99.15 \$495,745.00	\$15,132.50	1.36%	P-1 A-1+
46640QVE8	J.P. Morgan Securities LLC 08/14/2023	11/17/2022 11/18/2022	\$500,000.00	\$480,983.19	\$480,983.19	5.29%	0.205 0.202	\$98.88 \$494,385.00	\$13,401.81	1.36%	P-1 A-1
<b>SubTotal</b>			<b>\$1,500,000.00</b>	<b>\$1,445,884.58</b>	<b>\$1,445,884.58</b>	<b>5.29%</b>		<b>\$1,489,060.00</b>	<b>\$43,175.42</b>	<b>4.09%</b>	

Paradise Recreation & Park District - Operating Account

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<b>Corporate Bond</b>											
24422EUX5	John Deere Capital Corporation 2.600% 03/07/2024	11/15/2022 11/17/2022	\$300,000.00	\$291,912.00	\$291,912.00	4.75%	0.770 0.745	\$97.92 \$293,769.00	\$1,857.00	0.81%	A2 A
86787EBC0	Truist Bank 3.200% 04/01/2024	11/7/2022 11/9/2022	\$400,000.00	\$388,528.00	\$388,528.00	5.36%	0.838 0.808	\$97.89 \$391,548.00	\$3,020.00	1.07%	A2 A
05531FBB8	Truist Financial Corporation 2.850% 10/26/2024	11/21/2022 11/23/2022	\$500,000.00	\$479,820.00	\$479,820.00	5.08%	1.408 1.346	\$96.17 \$480,870.00	\$1,050.00	1.32%	A3 A-
69371RR57	PACCAR Financial Corp. 0.900% 11/08/2024	11/15/2022 11/17/2022	\$475,000.00	\$440,638.50	\$440,638.50	4.78%	1.444 1.402	\$94.19 \$447,388.25	\$6,749.75	1.23%	A1 A+
14913R2Y2	Caterpillar Financial Services Corporation 4.900% 01/17/2025	11/15/2022 11/18/2022	\$500,000.00	\$501,070.00	\$501,070.00	4.80%	1.636 1.528	\$99.99 \$499,925.00	(\$1,145.00)	1.37%	A2 A
166764BX7	Chevron Corporation 1.995% 05/11/2027	11/17/2022 11/21/2022	\$350,000.00	\$316,627.50	\$316,627.50	4.37%	3.948 3.689	\$91.43 \$319,994.50	\$3,367.00	0.88%	Aa2 AA-
023135BR6	Amazon.com, Inc. 1.200% 06/03/2027	2/10/2023 2/14/2023	\$750,000.00	\$656,025.00 \$1,775.00	\$657,800.00	4.43%	4.011 3.791	\$88.49 \$663,660.00	\$7,635.00	1.82%	A1 AA
037833DB3	Apple Inc. 2.900% 09/12/2027	1/30/2023 2/1/2023	\$500,000.00	\$473,255.00	\$473,255.00	4.19%	4.288 3.866	\$95.21 \$476,065.00	\$2,810.00	1.31%	Aaa AA+
<b>SubTotal</b>			<b>\$3,775,000.00</b>	<b>\$3,547,876.00</b> <b>\$1,775.00</b>	<b>\$3,549,651.00</b>	<b>4.70%</b>		<b>\$3,573,219.75</b>	<b>\$25,343.75</b>	<b>9.80%</b>	
<b>Corporate Note</b>											
48133U5Z1	JPMorgan Chase Financial Company LLC 5.200% 05/24/2024	4/20/2023 4/24/2023	\$425,000.00	\$425,000.00	\$425,000.00	5.20%	0.984 0.808	\$99.57 \$423,164.00	(\$1,836.00)	1.16%	A1 A-
<b>SubTotal</b>			<b>\$425,000.00</b>	<b>\$425,000.00</b>	<b>\$425,000.00</b>	<b>5.20%</b>		<b>\$423,164.00</b>	<b>(\$1,836.00)</b>	<b>1.16%</b>	
<b>Mortgage-backed Security (Commercial)</b>											
3137BVZ82	Federal Home Loan Mortgage Corporation 3.430% 01/25/2027	5/18/2023 5/23/2023	\$500,000.00	\$486,093.75 \$1,048.06	\$487,141.81	4.89%	3.658 1.832	\$96.62 \$483,100.00	(\$2,993.75)	1.33%	Aaa AA+
<b>SubTotal</b>			<b>\$500,000.00</b>	<b>\$486,093.75</b> <b>\$1,048.06</b>	<b>\$487,141.81</b>	<b>4.89%</b>		<b>\$483,100.00</b>	<b>(\$2,993.75)</b>	<b>1.33%</b>	

Paradise Recreation & Park District - Operating Account

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Municipal Bond</b>											
692039SE1	Oxnard Union High School District 0.852% 08/01/2024	11/3/2022 11/7/2022	\$425,000.00	\$395,891.75	\$395,891.75	5.03%	1.173 1.136	\$94.76 \$402,742.75	\$6,851.00	1.10%	Aa2 A+
20772KAG4	Connecticut, State of 3.230% 01/15/2025	11/3/2022 11/7/2022	\$500,000.00	\$480,570.00	\$480,570.00	5.13%	1.630 1.543	\$97.06 \$485,300.00	\$4,730.00	1.33%	Aa3 AA-
378612AH8	Glendora, City of 1.988% 06/01/2025	11/8/2022 11/10/2022	\$430,000.00	\$396,894.30	\$396,894.30	5.24%	2.005 1.907	\$94.22 \$405,146.00	\$8,251.70	1.11%	AAA
70914PW40	Pennsylvania, Commonwealth of 0.950% 08/01/2025	11/7/2022 11/9/2022	\$400,000.00	\$359,156.00	\$359,156.00	5.00%	2.173 2.096	\$91.94 \$367,756.00	\$8,600.00	1.01%	Aa3 A+
13063D2T4	California, State of 5.500% 10/01/2025	11/10/2022 11/17/2022	\$200,000.00	\$204,024.00	\$204,024.00	4.74%	2.340 2.158	\$101.34 \$202,686.00	(\$1,338.00)	0.56%	Aa2 AA-
801139AE6	Santa Ana, City of 1.176% 08/01/2026	11/7/2022 11/9/2022	\$380,000.00	\$326,442.80	\$326,442.80	5.40%	3.173 3.026	\$88.61 \$336,714.20	\$10,271.40	0.92%	AA
76913CBB4	Riverside, County of 2.963% 02/15/2027	11/17/2022 11/21/2022	\$500,000.00	\$458,065.00	\$458,065.00	5.19%	3.715 3.419	\$93.32 \$466,605.00	\$8,540.00	1.28%	Aa2 AA
250375LA8	Desert Community College District 3.000% 08/01/2027	11/9/2022 11/14/2022	\$320,000.00	\$293,449.60	\$293,449.60	5.00%	4.173 3.815	\$94.31 \$301,795.20	\$8,345.60	0.83%	Aa2 AA
799017WC8	San Mateo Union High School District 2.187% 09/01/2027	11/4/2022 11/8/2022	\$500,000.00	\$440,145.00	\$440,145.00	5.02%	4.258 3.964	\$91.43 \$457,140.00	\$16,995.00	1.25%	Aaa
<b>SubTotal</b>			<b>\$3,655,000.00</b>	<b>\$3,354,638.45</b>	<b>\$3,354,638.45</b>	<b>5.10%</b>		<b>\$3,425,885.15</b>	<b>\$71,246.70</b>	<b>9.40%</b>	
<b>Negotiable Certificate of Deposit</b>											
05580AS39	BMW Bank of North America 4.800% 11/10/2025	11/7/2022 11/10/2022	\$240,000.00	\$239,460.00	\$239,460.00	4.88%	2.449 2.274	\$99.06 \$237,746.40	(\$1,713.60)	0.65%	
06740KRH2	Barclays Bank Delaware 4.950% 11/17/2025	11/7/2022 11/16/2022	\$240,000.00	\$239,520.00	\$239,520.00	5.02%	2.468 2.289	\$99.40 \$238,569.60	(\$950.40)	0.65%	
795451CJ0	Sallie Mae Bank 5.000% 11/18/2025	11/15/2022 11/18/2022	\$243,000.00	\$243,000.00	\$243,000.00	5.00%	2.471 2.291	\$99.52 \$241,831.17	(\$1,168.83)	0.66%	
178180GS8	City National Corporation 4.900% 11/24/2025	11/15/2022 11/23/2022	\$243,000.00	\$242,514.00	\$242,514.00	4.97%	2.488 2.309	\$99.29 \$241,274.70	(\$1,239.30)	0.66%	

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2546732B1	Discover Bank 4.900% 11/30/2027	11/18/2022 11/30/2022	\$243,000.00	\$243,000.00	\$243,000.00	4.90%	4.504 3.990	\$99.34 \$241,398.63	(\$1,601.37)	0.66%	
<b>SubTotal</b>			<b>\$1,209,000.00</b>	<b>\$1,207,494.00</b>	<b>\$1,207,494.00</b>	<b>4.96%</b>		<b>\$1,200,820.50</b>	<b>(\$6,673.50)</b>	<b>3.29%</b>	
<b>Supranational</b>											
459058GL1	IBRD 3.000% 09/27/2023	11/23/2022 11/28/2022	\$500,000.00	\$492,408.50	\$492,408.50	4.88%	0.326 0.319	\$99.16 \$495,780.00	\$3,371.50	1.36%	Aaa AA+
<b>SubTotal</b>			<b>\$500,000.00</b>	<b>\$492,408.50</b>	<b>\$492,408.50</b>	<b>4.88%</b>		<b>\$495,780.00</b>	<b>\$3,371.50</b>	<b>1.36%</b>	
<b>U.S. Treasury Bond</b>											
91282CEK3	UST 2.500% 04/30/2024	11/8/2022 11/9/2022	\$500,000.00	\$483,300.78	\$483,300.78	4.87%	0.918 0.912	\$97.52 \$487,600.00	\$4,299.22	1.34%	Aaa AA+
9128286A3	UST 2.625% 01/31/2026	11/7/2022 11/8/2022	\$300,000.00	\$282,269.53	\$282,269.53	4.62%	2.674 2.522	\$96.09 \$288,258.00	\$5,988.47	0.79%	Aaa AA+
9128286S4	UST 2.375% 04/30/2026	11/4/2022 11/7/2022	\$325,000.00	\$302,795.90	\$302,795.90	4.52%	2.918 2.770	\$95.25 \$309,562.50	\$6,766.60	0.85%	Aaa AA+
9128286S4	UST 2.375% 04/30/2026	2/13/2023 2/14/2023	\$100,000.00	\$94,710.94	\$94,710.94	4.15%	2.918 2.770	\$95.25 \$95,250.00	\$539.06	0.26%	Aaa AA+
9128286X3	UST 2.125% 05/31/2026	11/7/2022 11/8/2022	\$325,000.00	\$299,228.52	\$299,228.52	4.56%	3.003 2.830	\$94.42 \$306,858.50	\$7,629.98	0.84%	Aaa AA+
9128286X3	UST 2.125% 05/31/2026	2/13/2023 2/14/2023	\$100,000.00	\$93,828.12	\$93,828.12	4.15%	3.003 2.830	\$94.42 \$94,418.00	\$589.88	0.26%	Aaa AA+
<b>SubTotal</b>			<b>\$1,650,000.00</b>	<b>\$1,556,133.79</b>	<b>\$1,556,133.79</b>	<b>4.61%</b>		<b>\$1,581,947.00</b>	<b>\$25,813.21</b>	<b>4.34%</b>	
<b>U.S. Treasury Note</b>											
912828B66	UST 2.750% 02/15/2024	11/3/2022 11/4/2022	\$475,000.00	\$462,457.03	\$462,457.03	4.90%	0.712 0.689	\$98.22 \$466,521.25	\$4,064.22	1.28%	Aaa AA+
91282CER8	UST 2.500% 05/31/2024	11/4/2022 11/7/2022	\$425,000.00	\$410,291.02	\$410,291.02	4.82%	1.003 0.961	\$97.36 \$413,792.75	\$3,501.73	1.14%	Aaa AA+
91282CEY3	UST 3.000% 07/15/2025	11/8/2022 11/9/2022	\$450,000.00	\$431,736.33	\$431,736.33	4.62%	2.126 2.007	\$97.15 \$437,166.00	\$5,429.67	1.20%	Aaa AA+
91282CFE6	UST 3.125% 08/15/2025	11/8/2022 11/9/2022	\$450,000.00	\$433,107.42	\$433,107.42	4.58%	2.211 2.088	\$97.40 \$438,277.50	\$5,170.08	1.20%	Aaa AA+

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91282CFP1	UST 4.250% 10/15/2025	11/8/2022 11/9/2022	\$450,000.00	\$446,027.34	\$446,027.34	4.57%	2.378 2.228	\$99.87 \$449,401.50	\$3,374.16	1.23%	Aaa AA+
912828YQ7	UST 1.625% 10/31/2026	11/9/2022 11/10/2022	\$300,000.00	\$269,812.50	\$269,812.50	4.41%	3.422 3.265	\$92.37 \$277,101.00	\$7,288.50	0.76%	Aaa AA+
912828YQ7	UST 1.625% 10/31/2026	2/13/2023 2/14/2023	\$250,000.00	\$229,013.67	\$229,013.67	4.09%	3.422 3.265	\$92.37 \$230,917.50	\$1,903.83	0.63%	Aaa AA+
912828U24	UST 2.000% 11/15/2026	11/8/2022 11/9/2022	\$325,000.00	\$296,080.08	\$296,080.08	4.44%	3.463 3.287	\$93.47 \$303,787.25	\$7,707.17	0.83%	Aaa AA+
912828U24	UST 2.000% 11/15/2026	2/13/2023 2/14/2023	\$250,000.00	\$231,962.89	\$231,962.89	4.10%	3.463 3.287	\$93.47 \$233,682.50	\$1,719.61	0.64%	Aaa AA+
91282CEF4	UST 2.500% 03/31/2027	11/17/2022 11/18/2022	\$350,000.00	\$328,753.91	\$328,753.91	4.03%	3.836 3.586	\$94.78 \$331,733.50	\$2,979.59	0.91%	Aaa AA+
91282CEN7	UST 2.750% 04/30/2027	11/15/2022 11/16/2022	\$350,000.00	\$332,199.22	\$332,199.22	4.01%	3.918 3.728	\$95.58 \$334,537.00	\$2,337.78	0.92%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	11/17/2022 11/18/2022	\$350,000.00	\$339,130.86	\$339,130.86	3.99%	4.085 3.725	\$97.36 \$340,756.50	\$1,625.64	0.93%	Aaa AA+
91282CFB2	UST 2.750% 07/31/2027	11/4/2022 11/7/2022	\$350,000.00	\$325,896.48	\$325,896.48	4.38%	4.170 3.845	\$95.43 \$334,005.00	\$8,108.52	0.92%	Aaa AA+
91282CFM8	UST 4.125% 09/30/2027	2/13/2023 2/14/2023	\$550,000.00	\$552,771.48	\$552,771.48	4.00%	4.337 3.910	\$100.75 \$554,125.00	\$1,353.52	1.52%	Aaa AA+
91282CFU0	UST 4.125% 10/31/2027	2/13/2023 2/14/2023	\$285,000.00	\$286,569.73	\$286,569.73	3.99%	4.422 3.994	\$100.81 \$287,305.65	\$735.92	0.79%	Aaa AA+
91282CGC9	UST 3.875% 12/31/2027	2/6/2023 2/7/2023	\$545,000.00	\$546,447.66 \$2,216.89	\$548,664.55	3.81%	4.589 4.097	\$99.93 \$544,640.30	(\$1,807.36)	1.49%	Aaa AA+
91282CGH8	UST 3.500% 01/31/2028	2/13/2023 2/14/2023	\$575,000.00	\$563,544.92 \$778.31	\$564,323.23	3.95%	4.674 4.213	\$98.43 \$565,972.50	\$2,427.58	1.55%	Aaa AA+
9128284N7	UST 2.875% 05/15/2028	5/15/2023 5/16/2023	\$500,000.00	\$485,820.31 \$39.06	\$485,859.37	3.50%	4.962 4.552	\$95.62 \$478,085.00	(\$7,735.31)	1.31%	Aaa AA+
	<b>SubTotal</b>		<b>\$7,230,000.00</b>	<b>\$6,971,622.85</b> <b>\$3,034.26</b>	<b>\$6,974,657.11</b>	<b>4.23%</b>		<b>\$7,021,807.70</b>	<b>\$50,184.85</b>	<b>19.27%</b>	
<b>Grand Total</b>			<b>\$37,942,777.10</b>	<b>\$36,024,553.79</b> <b>\$8,534.27</b>	<b>\$36,033,088.06</b>	<b>4.69%</b>		<b>\$36,448,219.68</b>	<b>\$423,665.89</b>	<b>100.00%</b>	

Paradise Recreation & Park District - Operating Account

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Amount	Purchased Interest	Total Cost	Yield at Cost
<b>Purchase</b>									
Purchase	4/27/2023	5/3/2023	742651DZ2	PEFCO 3.900% 10/15/2027	135,000.00	135,216.00		135,216.00	3.86%
Purchase	4/28/2023	5/3/2023	742651DZ2	PEFCO 3.900% 10/15/2027	130,000.00	129,792.00		129,792.00	3.94%
Purchase	5/15/2023	5/16/2023	9128284N7	UST 2.875% 05/15/2028	500,000.00	485,820.31	39.06	485,859.37	3.50%
Purchase	5/18/2023	5/23/2023	3137BVZ82	Federal Home Loan Mortgage Corporation 3.430% 01/25/2027	500,000.00	486,093.75	1,048.06	487,141.81	4.89%
<b>Total</b>					<b>1,265,000.00</b>	<b>1,236,922.06</b>	<b>1,087.12</b>	<b>1,238,009.18</b>	

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
<b>Maturity</b>								
Maturity	5/2/2023	5/2/2023	8923A1S28	Toyota Credit de Puerto Rico Corp. 05/02/2023	500,000.00	487,444.17	500,000.00	12,555.83
Maturity	5/22/2023	5/22/2023	62479MSN4	MUFG Bank, Ltd. 05/22/2023	500,000.00	486,111.11	500,000.00	13,888.89
<b>Total</b>					<b>1,000,000.00</b>	<b>973,555.28</b>	<b>1,000,000.00</b>	<b>26,444.72</b>

<b>Sell</b>								
Sell	4/28/2023	5/1/2023	91282CFU0	UST 4.125% 10/31/2027	265,000.00	266,459.57	270,558.79	4,099.22
<b>Total</b>					<b>265,000.00</b>	<b>266,459.57</b>	<b>270,558.79</b>	<b>4,099.22</b>

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
<b>Interest/Dividends</b>					
Interest/Dividends	5/1/2023	5/1/2023	9128286S4	UST 2.375% 04/30/2026	5,046.88
Interest/Dividends	5/1/2023	5/1/2023	912828YQ7	UST 1.625% 10/31/2026	4,468.75



## Paradise Recreation &amp; Park District - Operating Account

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	5/1/2023	5/1/2023	91282CEK3	UST 2.500% 04/30/2024	6,250.00
Interest/Dividends	5/1/2023	5/1/2023	91282CEN7	UST 2.750% 04/30/2027	4,812.50
Interest/Dividends	5/1/2023	5/1/2023	91282CFU0	UST 4.125% 10/31/2027	11,343.75
Interest/Dividends	5/1/2023	5/1/2023	31846V567	First American Funds, Inc.	879.69
Interest/Dividends	4/28/2023	5/1/2023	91282CFU0	Treasury, United States Department of 4.13% 10/31/2027	29.70
Interest/Dividends	5/2/2023	5/2/2023	3130ATTY3	FHLB 4.750% 11/02/2023	11,875.00
Interest/Dividends	5/8/2023	5/8/2023	69371RR57	PACCAR Financial Corp. 0.900% 11/08/2024	2,137.50
Interest/Dividends	5/10/2023	5/10/2023	05580AS39	BMW Bank of North America 4.800% 11/10/2025	5,712.66
Interest/Dividends	5/11/2023	5/11/2023	166764BX7	Chevron Corporation 1.995% 05/11/2027	3,491.25
Interest/Dividends	5/15/2023	5/15/2023	912828U24	UST 2.000% 11/15/2026	5,750.00
Interest/Dividends	5/16/2023	5/16/2023	06740KRH2	Barclays Bank Delaware 4.950% 11/17/2025	5,891.18
Interest/Dividends	5/18/2023	5/18/2023	795451CJ0	Sallie Mae Bank 5.000% 11/18/2025	6,025.07
Interest/Dividends	5/23/2023	5/23/2023	178180GS8	City National Corporation 4.900% 11/24/2025	5,904.57
Interest/Dividends	5/24/2023	5/24/2023	3133ENEQ9	FFCB 1.640% 05/24/2027	2,870.00
Interest/Dividends	5/25/2023	5/25/2023	3130AQUG6	FHLB 1.770% 11/25/2025	4,425.00
Interest/Dividends	5/30/2023	5/30/2023	2546732B1	Discover Bank 4.900% 11/30/2027	5,904.57
Interest/Dividends	5/30/2023	5/30/2023	3130ATZ42	FHLB 4.875% 11/28/2023	12,187.50
Interest/Dividends	5/30/2023	5/30/2023	3133ELC28	FFCB 0.730% 05/27/2025	1,642.50
Interest/Dividends	5/31/2023	5/31/2023	9128286X3	UST 2.125% 05/31/2026	4,515.63

Paradise Recreation & Park District - Operating Account

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	5/31/2023	5/31/2023	91282CER8	UST 2.500% 05/31/2024	5,312.50
<b>Total</b>					<b>116,476.20</b>

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
<b>Custodian Fee</b>				
Custodian Fee	5/25/2023	5/25/2023	Cash Out	(305.42)
<b>Total</b>				<b>(305.42)</b>

<b>Management Fee</b>				
Management Fee	5/9/2023	5/9/2023	Cash Out	(2,438.31)
<b>Total</b>				<b>(2,438.31)</b>

Paradise Recreation & Park District - Operating Account

## STATEMENT DISCLOSURE

As of May 31, 2023



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