



**Paradise Recreation and Park District
Board of Directors (BOD) - Regular Meeting**
Terry Ashe Recreation Center, Room B
Wednesday, March 08, 2023, 6:00 pm

Members of the public may submit comments prior to the meeting via email to BODclerk@paradisepdpd.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

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes: Regular Meeting of February 8, 2023 – Will be included with April Packet
- 3.2. Payment of Bills/Disbursements (Warrants and Checks Report)
Check #055133 – 055204 And ACH's

4. COMMITTEE REPORTS

- 4.1. Finance Committee Meeting of February 16, 2023 (Verbal Report) - The committee met to discuss the 2023-2024 Budget Schedule, review the budget process, review California Class Investment Account, and review Finance Manual- Outline and Proposed Calendar. A written report will be provided in the next packet.
- 4.2. Personnel Committee Meeting of February 21, 2023. The committee met to discuss a hiring staff request and met in a Closed Session to discuss the District Manager Evaluation/Employment Agreement and Employee Salary/ Wage negotiations.

5. OLD BUSINESS

- 5.1. Injury and Illness Prevention Program Manual (IIPP). – In November 2022, the Personnel Committee reviewed the draft document. Staff seek BOD approval of the updated Injury and Illness Prevention Program manual. **Recommendation:** *Approve the updated Injury and Illness Prevention Program manual and approve Resolution #23-03-1-523.*

6. NEW BUSINESS

- 6.1. Consulting Agreement with American Ramp Company (ARC, Consultant) – At the June 8, 2022 meeting, the BOD approved a Memorandum of Understanding (MOU) between PRPD and Butte County accepting funds (\$20,000) toward the design work of a recreational trail and bike skills feature and other supporting amenities along the YKT Corridor. Consultant provided a responsive proposal (Attachment A), which has been revised into a new Scope of Work. The project will use PRPD's standard agreement (legal reviewed). **Recommendation:** *Authorize District Manager to complete agreement with consultant.*
- 6.2. Consulting Agreement with Deer Creek Resources (DCR, Consultant). – To satisfy a variety of Geographical Information Systems (GIS) Services and other associated needs (field mapping for trails, planning, and fuels work) over the next few years, the District has worked with Consultant to discuss needs for a variety of funded projects, planning, and project development needs. Consultant

will use PRPD's standard agreement with some minor additions that will require legal review.

Recommendation: *Authorize District Manager to complete agreement with consultant.*

- 6.3. Rotary Club of Paradise Vocational Services Sponsorship Request - The Rotary Club of Paradise Vocational Services team is looking to put on a Job Fair on May 5th and has asked Paradise Recreation and Park District to be the main sponsor for the event. **Recommendation:** *Approve District sponsorship for the event.*
- 6.4. Authorizing Resolution to Apply for FEMA/CalOES Atmospheric River Disaster Assistance – Staff seek Board approval to submit applications to both FEMA and CalOES for cost reimbursement related to storm-related projects completed during the time period of December 27, 2022-January 31, 2023. **Recommendation:** *1) Direct staff to apply for FEMA and CalOES cost reimbursement for projects related to damages to District facilities due to the atmospheric rivers occurring December 27, 2022-January 31, 2023; and 2) Approve Resolution #23-03-2-524 to provide District Manager and Assistant District Manager with signatory authority.*

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 4/12/2023 at 6:00 p.m., in Conference Room B, at the Terry Ashe Recreation Center (6626 Skyway, Paradise, California).



In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate in the meeting, please contact the District Administrative Office at 530-872-6393 or info@paradisepdp.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, 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.