
BOARD OF DIRECTORS REGULAR MEETING

Thursday, August 22, 2024 – 4:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711
Agenda posted prior to 4:00 PM Monday, August 19, 2024

BOARD MEMBERS

Michael McGinnis, Chair
Dave Donnan, Vice Chair
Tom Lando
Christopher Norden
Michael Worley

CARD STAFF

Annabel Grimm, General Manager
Angela Carpenter, Finance Manager
Holli Drobny, Administrative Director
Anjie Goulding, Recreation Director
Scott Schumann, Parks and Facilities Director

LEGAL COUNSEL

Jackson Glick, Sac Valley Law

A G E N D A

Zoom Meeting Information:

<https://card.zoom.us/j/81607636750?pwd=R1NNUkZPYi9ySGNsNVQ3OXh0U1hoZz09>

Meeting ID: 816 0763 6750

Passcode: 156857

1. CALL TO ORDER

1.1. Roll Call

2. PUBLIC COMMENTS

Members of the public may address the Committee at this time on any matter not already listed on the Agenda, with comments being limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.

2.1. Correspondence: Public submission related to adding signs to the park notifying the public about the danger of leaving dogs in the car during the summer.

3. CONSENT AGENDA *Action Requested: Board of Directors approve the consent agenda.*

3.1. Minutes of the Regular Meeting of the Board of Directors on July 25, 2024

3.2. July 2024 Monthly Financial Report (Staff Report FI-24-032)

3.3. Community Center Refurbishment Project Award (Staff Report FI-24-033)

4. REGULAR AGENDA

4.1. Committees– *Information provided/possible action*

4.1.1. Finance Committee

4.1.2. Facility Committee (no meeting)

4.2. Updated Policies (Staff Report 24-042) *The Board of Directors approves the updated policies listed below.*

District staff will present two draft policies for review related to the naming of facilities and donation recognition.

- 2115 Donations
- 6115 Naming Parks and Facilities

4.3. Items Removed from the Consent Agenda

5. NEW BUSINESS

5.1. Fundraising Initiative at District Gala (Staff Report 24-043) *Action requested: The Board of Directors approves the fundraising plan to be executed at the annual CARD Gala.*

Pursuant to the above policy (2115 Donations) pending approval, this fundraising initiative is presented for consideration and approval.

5.2. Skatepark Infraction Policy (Staff Report 24-044) *Action requested: The Board of Directors approves the Skatepark Infraction Policy.*

The Board will review a new policy to catalog and clarify the current protocol for infractions at the Skatepark and subsequent District action.

6. DIRECTOR COMMENTS

Opportunity for the Board to comment on items not listed on the agenda.

7. STAFF COMMENTS

Opportunity for District Staff to comment on items not listed on the agenda.

- Recreation Update (Staff Report 24-045)
- Parks and Facilities Update (Staff Report 24-046)
- General Manager Update (Staff Report 24-047)

8. CLOSED SESSION

Pursuant to Government Code 54957.6: Labor Negotiations - General Manager

Pursuant to Government Code 54956.8: Real Estate Negotiations

Property: APN 002-130-038

Agency Negotiator: General Manager

Under Negotiation: Price

9. ADJOURNMENT

Adjourn to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.

BOARD OF DIRECTORS REGULAR MEETING MINUTES

July 25, 2024 – 4:00 P.M.

DRAFT

Board Members Present: Michael McGinnis, Chair
Dave Donnan, Vice-Chair
Tom Lando, Board Member
Christopher Norden, Board Member

Board Members Absent: Michael Worley, Board Member

Staff Members Present: Annabel Grimm, General Manager
Angela Carpenter, Finance Manager
Holli Drobny, Administrative Director
Anjie Goulding, Recreation Director
Scott Schumann, Parks and Facilities Director

Legal Counsel Present: Jackson Glick, Attorney at Law

1. CALL TO ORDER

The meeting was called to order at 4:00, and a roll call was taken, as noted above.

2. PUBLIC COMMENTS

None.

3. CONSENT AGENDA

- 3.1. Minutes of the Regular Meeting of the Board of Directors on June 27, 2024
- 3.2. Minutes of the Special Meeting of the Board of Directors on July 17, 2024.
- 3.3. June 2024 Monthly Financial Report (Staff Report FI-24-029)
- 3.4. Community Park Court Repair and Resurface Project Award (Staff Report FI-24-031)

M/S/C/ (Directors Lando/Donnan) Board of Directors approved the consent agenda.
The motion was unanimously approved.

Absent: Worley

4. REGULAR AGENDA

- 4.1. Committee Report Out – Information Provided
 - 4.1.1. Finance Committee
 - 4.1.2. Facility Committee

- 4.2. Aquatic Design Update (Staff Report FA-24-013)

District staff provided an update on the Aquatic Facility Design. Public Comment was received from James Plummer, Chico Swim Association, requesting more information related to reduced pool decking. District staff clarified that the reconfiguration of the buildings allowed for space to

be vacant for grass and large gatherings. Plummer expressed support for the current design and appreciation of the District's consideration of leasing space for competitive swimming.

4.3. Capital Campaign Request for Proposal (Staff Report FI-24-030)

The Board of Directors reviewed a draft Request for Proposals to initiate a Capital Campaign Project aimed at raising funds for the future Aquatic Recreation Center.

M/S/C/ (Directors McGinnis/Norden) Board of Directors approved moving forward with the Request for Proposal process for a Capital Campaign Project related to the future Aquatic Center.

The motion was unanimously approved.

Absent: Worley

5. NEW BUSINESS

5.1. Approving The Application For Grant Funds For The Youth Community Access Grant Program (Resolution 24-014)

M/S/C/ (Directors McGinnis/Norden) Board of Directors approved Resolution 24-014 authorizing the application for the Youth Community Access Grant, which will provide a 10-week outdoor youth leadership camp from which low-income and underserved youth will participate.

The motion was unanimously approved.

Absent: Worley

6. DIRECTORS' COMMENTS

7. STAFF COMMENTS

8. CLOSED SESSION

Pursuant to Government Code 54957.6: Labor Negotiations – General Manager

CLOSED SESSION ANNOUNCEMENT

Information received; direction given.

9. ADJOURNMENT

Adjourned at **4:25** to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.

Finance Committee

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Angie Carpenter
SUBJECT: July Monthly Financials

ANALYSIS

July represents **8%** of the budget for the year.

The financial statements for July are uneventful as the new fiscal year gets underway.

- General Fund Cash is down to capital outlays in July and is anticipated to be restored once property tax installments are received.
- Capital Assets are high because it includes the purchase of new trucks.
- **Revenue is 4.68%** of the budget for the year.
 - Program income in for Camps, Classes, Aquatics, and the Nature Center encompasses summer activities from July and on through August, causing a higher trend than pace.
 - Community Park impact fees are expected to be lower than projected due to measurement dates (Jan 1 & Jun 30), and subsequent disbursement dates (Feb 1 & July 31).
- **Expense is 11.95%** of budget.
 - Annual expenses paid in full and planned purchases of equipment are inflating the YTD percentage.
 - Worker's Comp Insurance is paid in full for the fiscal year.
 - Operating expenses (OE) are trending high as some services and supplies for District repairs and maintenance (R&M) are rolled up in OE based on the account code. Please note the budget balance in the R&M line.
 - The Employee Benefit expense is trending high due to the required AUL payment at \$100K.



Monthly Financial Reports July 2024

KEY TERMS

Original: Board adopted budget amount

Current: Subsequent Board approved budget changes

Period Activity: Financial transactions occurring in the month being reported

Fiscal Activity: Year-to-date information

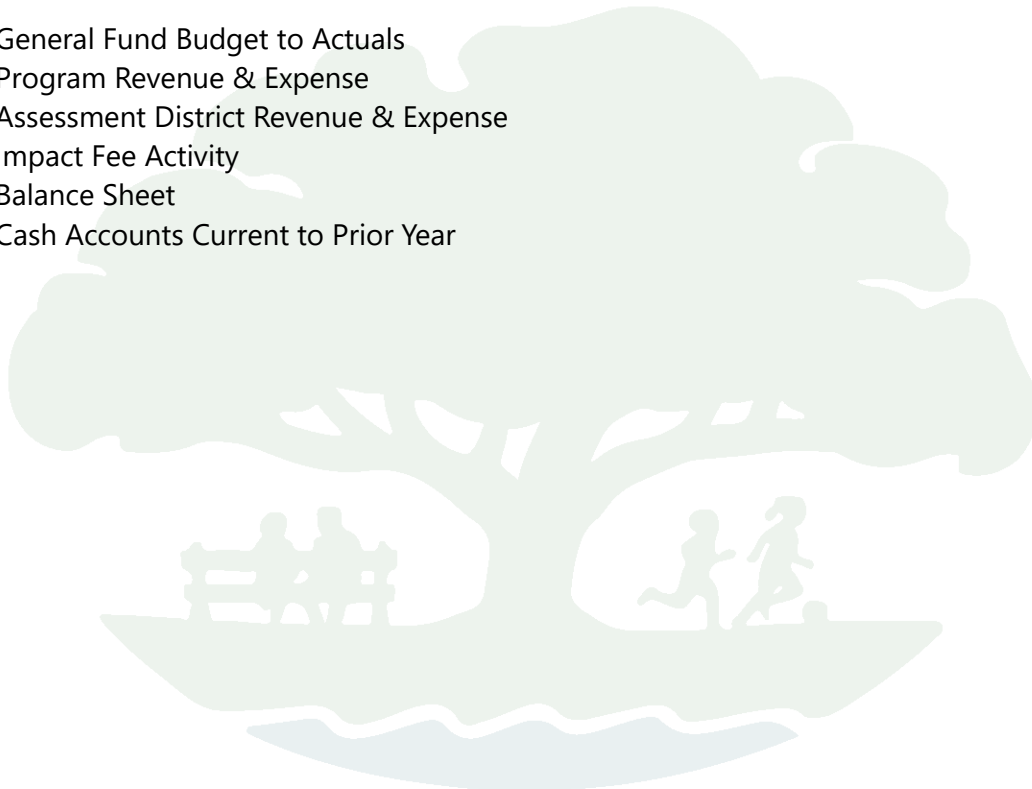
Variance: Fiscal Activity less the Current Budget

Percent Used: Percentage of Fiscal Activity from the Current Budget.

Figures: Surplus is a positive and Deficit is shown as a negative (-) number

REPORT SECTIONS

1. General Fund Budget to Actuals
2. Program Revenue & Expense
3. Assessment District Revenue & Expense
4. Impact Fee Activity
5. Balance Sheet
6. Cash Accounts Current to Prior Year





Chico Area Recreation and Park District

Budget to Actuals Group Summary

For Fiscal: FY 2025 Period Ending: 07/31/2024

| Class | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|---|--------------------------|-------------------------|---------------------|---------------------|--|-----------------|
| Fund: 90 - General Fund | | | | | | |
| Revenue | | | | | | |
| 50 - Taxes | 6,950,000.00 | 6,950,000.00 | 0.00 | 0.00 | -6,950,000.00 | 0.00% |
| 53 - Operating Income | 6,882,350.00 | 6,882,350.00 | 636,574.04 | 636,574.04 | -6,245,775.96 | 9.25% |
| 55 - Other Income | 11,000.00 | 11,000.00 | 11,062.42 | 11,062.42 | 62.42 | 100.57% |
| Revenue Total: | 13,843,350.00 | 13,843,350.00 | 647,636.46 | 647,636.46 | -13,195,713.54 | 4.68% |
| Expense | | | | | | |
| 60 - Salaries & Wages | 7,760,316.41 | 7,760,316.41 | 541,065.71 | 541,065.71 | 7,219,250.70 | 6.97% |
| 61 - Employee Benefits | 1,636,918.59 | 1,636,918.59 | 259,856.24 | 259,856.24 | 1,377,062.35 | 15.87% |
| 62 - Supplies & Services | 2,564,939.00 | 2,564,939.00 | 635,905.04 | 635,905.04 | 1,929,033.96 | 24.79% |
| 63 - Repairs & Maintenance | 425,000.00 | 425,000.00 | 52,052.86 | 52,052.86 | 372,947.14 | 12.25% |
| 64 - Utilities | 698,379.00 | 698,379.00 | 78,864.09 | 78,864.09 | 619,514.91 | 11.29% |
| 69 - Other Expenses | 35,000.00 | 35,000.00 | 0.00 | 0.00 | 35,000.00 | 0.00% |
| Expense Total: | 13,120,553.00 | 13,120,553.00 | 1,567,743.94 | 1,567,743.94 | 11,552,809.06 | 11.95% |
| Fund: 90 - General Fund Surplus (Deficit): | 722,797.00 | 722,797.00 | -920,107.48 | -920,107.48 | -1,642,904.48 | -127.30% |
| Report Surplus (Deficit): | 722,797.00 | 722,797.00 | -920,107.48 | -920,107.48 | -1,642,904.48 | -127.30% |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) |
|----------------------------------|----------------------------------|---------------------------------|----------------------------|----------------------------|---|
| 90 - General Fund | 722,797.00 | 722,797.00 | -920,107.48 | -920,107.48 | -1,642,904.48 |
| Report Surplus (Deficit): | 722,797.00 | 722,797.00 | -920,107.48 | -920,107.48 | -1,642,904.48 |



Chico Area Recreation and Park District

Program Report Group Summary

For Fiscal: FY 2025 Period Ending: 07/31/2024

| Account Type | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|--|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| Program: 11000 - District Wide | | | | | | |
| Revenue | 7,253,500.00 | 7,253,500.00 | 74,461.09 | 74,461.09 | -7,179,038.91 | 1.03% |
| Expense | 3,566,860.27 | 3,566,860.27 | 803,461.19 | 803,461.19 | 2,763,399.08 | 22.53% |
| Program: 11000 - District Wide Surplus (Deficit): | 3,686,639.73 | 3,686,639.73 | -729,000.10 | -729,000.10 | -4,415,639.83 | -19.77% |
| Program: 11610 - Facility Rentals | | | | | | |
| Revenue | 360,000.00 | 360,000.00 | 18,932.00 | 18,932.00 | -341,068.00 | 5.26% |
| Expense | 265,266.94 | 265,266.94 | 22,130.71 | 22,130.71 | 243,136.23 | 8.34% |
| Program: 11610 - Facility Rentals Surplus (Deficit): | 94,733.06 | 94,733.06 | -3,198.71 | -3,198.71 | -97,931.77 | -3.38% |
| Program: 11611 - Picnic Rentals | | | | | | |
| Revenue | 25,000.00 | 25,000.00 | 2,472.00 | 2,472.00 | -22,528.00 | 9.89% |
| Program: 11611 - Picnic Rentals Total: | 25,000.00 | 25,000.00 | 2,472.00 | 2,472.00 | -22,528.00 | 9.89% |
| Program: 11612 - Field Rentals | | | | | | |
| Revenue | 85,000.00 | 85,000.00 | 42.00 | 42.00 | -84,958.00 | 0.05% |
| Expense | 46,510.43 | 46,510.43 | 5,966.18 | 5,966.18 | 40,544.25 | 12.83% |
| Program: 11612 - Field Rentals Surplus (Deficit): | 38,489.57 | 38,489.57 | -5,924.18 | -5,924.18 | -44,413.75 | -15.39% |
| Program: 11710 - Special Events | | | | | | |
| Revenue | 140,000.00 | 140,000.00 | 710.00 | 710.00 | -139,290.00 | 0.51% |
| Expense | 80,688.00 | 80,688.00 | 8,076.74 | 8,076.74 | 72,611.26 | 10.01% |
| Program: 11710 - Special Events Surplus (Deficit): | 59,312.00 | 59,312.00 | -7,366.74 | -7,366.74 | -66,678.74 | -12.42% |
| Program: 22100 - Ice Rink Recreation | | | | | | |
| Revenue | 365,000.00 | 365,000.00 | 0.00 | 0.00 | -365,000.00 | 0.00% |
| Expense | 102,713.00 | 102,713.00 | 0.00 | 0.00 | 102,713.00 | 0.00% |
| Program: 22100 - Ice Rink Recreation Surplus (Deficit): | 262,287.00 | 262,287.00 | 0.00 | 0.00 | -262,287.00 | 0.00% |
| Program: 22200 - Contracted Camp | | | | | | |
| Revenue | 210,000.00 | 210,000.00 | 62,689.95 | 62,689.95 | -147,310.05 | 29.85% |
| Expense | 151,755.00 | 151,755.00 | 0.00 | 0.00 | 151,755.00 | 0.00% |
| Program: 22200 - Contracted Camp Surplus (Deficit): | 58,245.00 | 58,245.00 | 62,689.95 | 62,689.95 | 4,444.95 | 107.63% |
| Program: 22210 - Camp Chi-Da-CA | | | | | | |
| Revenue | 290,600.00 | 290,600.00 | 78,190.00 | 78,190.00 | -212,410.00 | 26.91% |
| Expense | 197,804.42 | 197,804.42 | 46,371.26 | 46,371.26 | 151,433.16 | 23.44% |
| Program: 22210 - Camp Chi-Da-CA Surplus (Deficit): | 92,795.58 | 92,795.58 | 31,818.74 | 31,818.74 | -60,976.84 | 34.29% |
| Program: 22220 - Summertime Delight | | | | | | |
| Revenue | 193,520.00 | 193,520.00 | 71,212.40 | 71,212.40 | -122,307.60 | 36.80% |
| Expense | 157,425.31 | 157,425.31 | 29,661.58 | 29,661.58 | 127,763.73 | 18.84% |
| Program: 22220 - Summertime Delight Surplus (Deficit): | 36,094.69 | 36,094.69 | 41,550.82 | 41,550.82 | 5,456.13 | 115.12% |
| Program: 22230 - School Year Camps | | | | | | |
| Revenue | 20,880.00 | 20,880.00 | 0.00 | 0.00 | -20,880.00 | 0.00% |
| Expense | 17,591.91 | 17,591.91 | 1,007.48 | 1,007.48 | 16,584.43 | 5.73% |
| Program: 22230 - School Year Camps Surplus (Deficit): | 3,288.09 | 3,288.09 | -1,007.48 | -1,007.48 | -4,295.57 | -30.64% |
| Program: 22240 - Camp Chico Creek | | | | | | |
| Revenue | 230,000.00 | 230,000.00 | 93,685.80 | 93,685.80 | -136,314.20 | 40.73% |
| Expense | 117,985.93 | 117,985.93 | 30,455.79 | 30,455.79 | 87,530.14 | 25.81% |
| Program: 22240 - Camp Chico Creek Surplus (Deficit): | 112,014.07 | 112,014.07 | 63,230.01 | 63,230.01 | -48,784.06 | 56.45% |
| Program: 22310 - Youth Sports | | | | | | |
| Revenue | 435,000.00 | 435,000.00 | 66,791.24 | 66,791.24 | -368,208.76 | 15.35% |
| Expense | 420,546.10 | 420,546.10 | 41,951.16 | 41,951.16 | 378,594.94 | 9.98% |
| Program: 22310 - Youth Sports Surplus (Deficit): | 14,453.90 | 14,453.90 | 24,840.08 | 24,840.08 | 10,386.18 | 171.86% |

Budget Report

For Fiscal: FY 2025 Period Ending: 07/31/2024

| Account Type | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|---|--------------------------|-------------------------|--------------------|--------------------|--|------------------|
| Program: 22320 - Adult Sports | | | | | | |
| Revenue | 425,000.00 | 425,000.00 | 33,472.54 | 33,472.54 | -391,527.46 | 7.88% |
| Expense | 655,025.11 | 655,025.11 | 27,267.49 | 27,267.49 | 627,757.62 | 4.16% |
| Program: 22320 - Adult Sports Surplus (Deficit): | -230,025.11 | -230,025.11 | 6,205.05 | 6,205.05 | 236,230.16 | -2.70% |
| Program: 22330 - DFJ Admin | | | | | | |
| Revenue | 40,000.00 | 40,000.00 | 9,660.00 | 9,660.00 | -30,340.00 | 24.15% |
| Expense | 124,220.00 | 124,220.00 | 8,490.25 | 8,490.25 | 115,729.75 | 6.83% |
| Program: 22330 - DFJ Admin Surplus (Deficit): | -84,220.00 | -84,220.00 | 1,169.75 | 1,169.75 | 85,389.75 | -1.39% |
| Program: 22400 - Contract Programs | | | | | | |
| Revenue | 190,000.00 | 190,000.00 | 22,895.25 | 22,895.25 | -167,104.75 | 12.05% |
| Expense | 191,486.49 | 191,486.49 | 53,143.95 | 53,143.95 | 138,342.54 | 27.75% |
| Program: 22400 - Contract Programs Surplus (Deficit): | -1,486.49 | -1,486.49 | -30,248.70 | -30,248.70 | -28,762.21 | 2,034.91% |
| Program: 22510 - Afterschool Program - CARD | | | | | | |
| Revenue | 2,662,550.00 | 2,662,550.00 | 5,008.42 | 5,008.42 | -2,657,541.58 | 0.19% |
| Expense | 1,828,276.59 | 1,828,276.59 | 27,754.59 | 27,754.59 | 1,800,522.00 | 1.52% |
| Program: 22510 - Afterschool Program - CARD Surplus (Deficit): | 834,273.41 | 834,273.41 | -22,746.17 | -22,746.17 | -857,019.58 | -2.73% |
| Program: 22600 - NC Admin | | | | | | |
| Revenue | 164,000.00 | 164,000.00 | 15,903.49 | 15,903.49 | -148,096.51 | 9.70% |
| Expense | 366,043.85 | 366,043.85 | 14,631.17 | 14,631.17 | 351,412.68 | 4.00% |
| Program: 22600 - NC Admin Surplus (Deficit): | -202,043.85 | -202,043.85 | 1,272.32 | 1,272.32 | 203,316.17 | -0.63% |
| Program: 22630 - Nature ABC | | | | | | |
| Revenue | 6,000.00 | 6,000.00 | 0.00 | 0.00 | -6,000.00 | 0.00% |
| Expense | 6,027.17 | 6,027.17 | 64.46 | 64.46 | 5,962.71 | 1.07% |
| Program: 22630 - Nature ABC Surplus (Deficit): | -27.17 | -27.17 | -64.46 | -64.46 | -37.29 | 237.25% |
| Program: 22650 - Observatory | | | | | | |
| Revenue | 90,000.00 | 90,000.00 | 0.00 | 0.00 | -90,000.00 | 0.00% |
| Program: 22650 - Observatory Total: | 90,000.00 | 90,000.00 | 0.00 | 0.00 | -90,000.00 | 0.00% |
| Program: 22800 - Recreation Swim | | | | | | |
| Revenue | 200,000.00 | 200,000.00 | 79,989.55 | 79,989.55 | -120,010.45 | 39.99% |
| Expense | 107,448.68 | 107,448.68 | 79,213.80 | 79,213.80 | 28,234.88 | 73.72% |
| Program: 22800 - Recreation Swim Surplus (Deficit): | 92,551.32 | 92,551.32 | 775.75 | 775.75 | -91,775.57 | 0.84% |
| Program: 22810 - Sycamore Pool Rec | | | | | | |
| Expense | 3,400.00 | 3,400.00 | 9.19 | 9.19 | 3,390.81 | 0.27% |
| Program: 22810 - Sycamore Pool Rec Total: | 3,400.00 | 3,400.00 | 9.19 | 9.19 | 3,390.81 | 0.27% |
| Program: 22900 - Youth Leader | | | | | | |
| Expense | 6,142.21 | 6,142.21 | 331.71 | 331.71 | 5,810.50 | 5.40% |
| Program: 22900 - Youth Leader Total: | 6,142.21 | 6,142.21 | 331.71 | 331.71 | 5,810.50 | 5.40% |
| Program: 22910 - Inclusion | | | | | | |
| Revenue | 120,000.00 | 120,000.00 | 11,520.73 | 11,520.73 | -108,479.27 | 9.60% |
| Expense | 128,347.20 | 128,347.20 | 6,252.90 | 6,252.90 | 122,094.30 | 4.87% |
| Program: 22910 - Inclusion Surplus (Deficit): | -8,347.20 | -8,347.20 | 5,267.83 | 5,267.83 | 13,615.03 | -63.11% |
| Report Surplus (Deficit): | 4,964,485.39 | 4,964,485.39 | -558,605.14 | -558,605.14 | -5,523,090.53 | -11.25% |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) |
|----------------------------------|----------------------------------|---------------------------------|----------------------------|----------------------------|---|
| 90 - General Fund | 4,964,485.39 | 4,964,485.39 | -558,605.14 | -558,605.14 | -5,523,090.53 |
| Report Surplus (Deficit): | 4,964,485.39 | 4,964,485.39 | -558,605.14 | -558,605.14 | -5,523,090.53 |



Chico Area Recreation and Park District

Assessments Group Summary

For Fiscal: FY 2025 Period Ending: 07/31/2024

| Account Typ... | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|--|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| Fund: 60 - Baroni Park | | | | | | |
| Revenue | 162,300.00 | 162,300.00 | 0.00 | 0.00 | -162,300.00 | 100.00% |
| Expense | 178,447.00 | 178,447.00 | 7,245.99 | 7,245.99 | 171,201.01 | 95.94% |
| Fund: 60 - Baroni Park Surplus (Deficit): | -16,147.00 | -16,147.00 | -7,245.99 | -7,245.99 | 8,901.01 | 55.12% |
| Fund: 63 - Indigo Park | | | | | | |
| Revenue | 85,773.00 | 85,773.00 | 0.00 | 0.00 | -85,773.00 | 100.00% |
| Expense | 85,773.00 | 85,773.00 | 5,641.97 | 5,641.97 | 80,131.03 | 93.42% |
| Fund: 63 - Indigo Park Surplus (Deficit): | 0.00 | 0.00 | -5,641.97 | -5,641.97 | -5,641.97 | 0.00% |
| Fund: 65 - Oak Way Park | | | | | | |
| Revenue | 162,258.00 | 162,258.00 | 0.00 | 0.00 | -162,258.00 | 100.00% |
| Expense | 162,258.00 | 162,258.00 | 9,255.78 | 9,255.78 | 153,002.22 | 94.30% |
| Fund: 65 - Oak Way Park Surplus (Deficit): | 0.00 | 0.00 | -9,255.78 | -9,255.78 | -9,255.78 | 0.00% |
| Fund: 67 - Peterson Park (Amber Grove) | | | | | | |
| Revenue | 143,563.00 | 143,563.00 | 0.00 | 0.00 | -143,563.00 | 100.00% |
| Expense | 143,563.00 | 143,563.00 | 7,932.58 | 7,932.58 | 135,630.42 | 94.47% |
| Fund: 67 - Peterson Park (Amber Grove) Surplus (Deficit): | 0.00 | 0.00 | -7,932.58 | -7,932.58 | -7,932.58 | 0.00% |
| Report Surplus (Deficit): | -16,147.00 | -16,147.00 | -30,076.32 | -30,076.32 | -13,929.32 | -86.27% |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) |
|----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|
| 60 - Baroni Park | -16,147.00 | -16,147.00 | -7,245.99 | -7,245.99 | 8,901.01 |
| 63 - Indigo Park | 0.00 | 0.00 | -5,641.97 | -5,641.97 | -5,641.97 |
| 65 - Oak Way Park | 0.00 | 0.00 | -9,255.78 | -9,255.78 | -9,255.78 |
| 67 - Peterson Park (Amber Grove) | 0.00 | 0.00 | -7,932.58 | -7,932.58 | -7,932.58 |
| Report Surplus (Deficit): | -16,147.00 | -16,147.00 | -30,076.32 | -30,076.32 | -13,929.32 |

Impact Fees Group Summary



Chico Area Recreation and Park District

For Fiscal: FY 2025 Period Ending: 07/31/2024

| Account Typ... | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|--|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| Fund: 70 - City Impact Fees (Community Park) | | | | | | |
| Revenue | 1,000,000.00 | 1,000,000.00 | 59,536.41 | 59,536.41 | -940,463.59 | 5.95% |
| Fund: 70 - City Impact Fees (Community Park) Total: | 1,000,000.00 | 1,000,000.00 | 59,536.41 | 59,536.41 | -940,463.59 | 5.95% |
| Fund: 80 - County Impact Fees | | | | | | |
| Revenue | 60,000.00 | 60,000.00 | 4,750.00 | 4,750.00 | -55,250.00 | 7.92% |
| Fund: 80 - County Impact Fees Total: | 60,000.00 | 60,000.00 | 4,750.00 | 4,750.00 | -55,250.00 | 7.92% |
| Report Total: | 1,060,000.00 | 1,060,000.00 | 64,286.41 | 64,286.41 | -995,713.59 | 6.06% |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| 70 - City Impact Fees (Community | 1,000,000.00 | 1,000,000.00 | 59,536.41 | 59,536.41 | -940,463.59 | 5.95% |
| 80 - County Impact Fees | 60,000.00 | 60,000.00 | 4,750.00 | 4,750.00 | -55,250.00 | 7.92% |
| Report Total: | 1,060,000.00 | 1,060,000.00 | 64,286.41 | 64,286.41 | -995,713.59 | 6.06% |



Chico Area Recreation and Park District

Balance Sheet
Account Summary
 As Of 07/31/2024

| Account | Name | Balance |
|--------------------------------|---|-----------------------------|
| Fund: 90 - General Fund | | |
| Assets | | |
| 90-1016 | Petty Cash | 800.00 |
| 90-1021 | Claim On Cash - General | 12,859,388.76 |
| 90-1210 | Land | 11,634,790.52 |
| 90-1212 | Land Improvements | 30,517,777.66 |
| 90-1215 | Leasehold Improvements | 2,011,183.52 |
| 90-1220 | Buildings and Components | 123,423.67 |
| 90-1225 | Building Improvements & Renovations | 39,671.05 |
| 90-1230 | Construction in Progress | 5,051,755.84 |
| 90-1235 | Equipment | 1,217,528.13 |
| 90-1240 | Vehicles | 738,522.43 |
| 90-1250 | Technology Hardware | 296,192.00 |
| 90-1270 | Accumulated Depreciation | -18,528,635.98 |
| 90-1310 | Accounts Receivable | 1,007,015.10 |
| 90-1320 | Due From Other Funds | 4,858,396.91 |
| 90-1340 | Suspense | -3,446.69 |
| 90-1350 | Allocation to Other Funds | -448,993.65 |
| 90-1360 | Deferred Outflows of Resources | 2,446,222.00 |
| | Total Assets: | 53,821,591.27 |
| | | <u>53,821,591.27</u> |
| Liability | | |
| 90-2004 | Deferred Inflows of Resources | 82,007.00 |
| 90-2006 | Accounts Payable | 8,970.00 |
| 90-2008 | Accrued Expenses | -10,000.00 |
| 90-2010 | Vouchers Payable | 138,646.93 |
| 90-2014 | Accrued Wages and Salaries Payable | 115,789.38 |
| 90-2016 | Compensated Absences Payable | 225,688.24 |
| 90-2018 | 457 Employee Contribution | 4,168.60 |
| 90-2020 | 457 ROTH Employee Contribution | 2,325.00 |
| 90-2022 | CALPERS - Employee | 45,336.48 |
| 90-2024 | CALPERS - Employer | 23,435.00 |
| 90-2026 | Federal Withholding | 96,463.90 |
| 90-2030 | Garnishments | 2,797.35 |
| 90-2031 | HSA | -14,400.58 |
| 90-2032 | Medical Insurance - Employee | 4,934.02 |
| 90-2036 | Medicare and Social Security - Employee | 111,877.15 |
| 90-2038 | Medicare and Social Security - Employer | 27,924.09 |
| 90-2040 | State Withholding | 73,046.78 |
| 90-2042 | SDI | 9,507.64 |
| 90-2044 | Union Dues - Parks Staff | -537.56 |
| 90-2046 | Union Dues - Supervisor | 494.81 |
| 90-2048 | Voluntary Life/AD&D - Employee | 2,643.59 |
| 90-2052 | Deferred Revenue | 395,390.06 |
| 90-2054 | Due To Other Funds | 4,858,396.01 |
| 90-2056 | Other Liability - Class Clearing Acct | -18,567.95 |
| 90-2058 | Net Pension Liability | 3,016,897.00 |
| 90-2060 | Time Expired Holding Acct | 8,298.11 |
| 90-2062 | Prepaid Facilities Transfer | -1,091.00 |
| 90-2066 | Security Deposits | 64,443.97 |
| 90-2099 | Due To- General | 888,936.31 |
| | Total Liability: | 10,163,820.33 |
| Equity | | |
| 90-3010 | Fund Balance - NonSpendable | 21,454,241.07 |

Balance Sheet

As Of 07/31/2024

| Account | Name | Balance |
|-------------------------------------|---|-----------------------------|
| 90-3050 | Fund Balance - Unassigned | 23,177,199.60 |
| | Total Beginning Equity: | 44,631,440.67 |
| Total Revenue | | 647,636.46 |
| Total Expense | | 1,621,306.19 |
| Revenues Over/Under Expenses | | -973,669.73 |
| | Total Equity and Current Surplus (Deficit): | 43,657,770.94 |
| | Total Liabilities, Equity and Current Surplus (Deficit): | <u>53,821,591.27</u> |

Balance Sheet

As Of 07/31/2024

| Account | Name | Balance |
|-------------------------------|---|-----------------------------|
| Fund: 99 - POOLED CASH | | |
| Assets | | |
| 99-1010 | Cash In Bank-US Bank Treasurer | 3,972,722.56 |
| 99-1011 | Cash In Bank-Golden Valley Bank | 6,285,630.80 |
| 99-1012 | Cash In Bank-California Class | 2,651,709.52 |
| 99-1014 | Cash In Bank - GVB Money Market | 7,329,783.73 |
| 99-1018 | Cash In Bank - Tri Counties Bank - MM | 911,410.08 |
| 99-1382 | Due From Other Funds-Indigo Park | 771.08 |
| 99-1384 | Due From Other Funds-General | 888,936.31 |
| 99-1385 | Due From Other Funds-Oak Way Park | 1,318.58 |
| 99-1386 | Due From Other Funds-Peterson Park | 2,313.77 |
| 99-1387 | Due From Other Funds-Baroni Park | 2,420.58 |
| | Total Assets: | 22,047,017.01 |
| | | <u>22,047,017.01</u> |
| Liability | | |
| 99-2006 | Accounts Payable (Pooled Cash) | 895,760.32 |
| 99-2054 | Due To Other Funds (Pooled Cash) | 21,151,256.69 |
| | Total Liability: | 22,047,017.01 |
| | | <u>22,047,017.01</u> |
| | Total Equity and Current Surplus (Deficit): | 0.00 |
| | Total Liabilities, Equity and Current Surplus (Deficit): | <u>22,047,017.01</u> |



Cash Accounts Current to Prior Year

| Current Year | Balance | Prior Year | Balance |
|---------------------------------|----------------------|---------------------------------|----------------------|
| As of 07/31/2024 | | As of 07/31/2023 | |
| Petty Cash | 800.00 | Petty Cash | 800.00 |
| US Bank - County Treasurer | 3,972,722.56 | US Bank - County Treasurer | 6,167,783.79 |
| Golden Valley Bank - Operations | 6,285,630.80 | Golden Valley Bank - Operations | 4,737,098.16 |
| California CLASS - MM | 2,651,709.52 | California CLASS - MM | 2,522,383.12 |
| Golden Valley Bank - MM | 7,329,783.73 | Golden Valley Bank - MM | - |
| Tri Counties Bank - MM | 911,410.08 | Tri Counties Bank - MM | - |
| TOTAL | 21,152,056.69 | TOTAL | 13,428,065.07 |



BOARD OF DIRECTORS

Finance Committee

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Scott Schumann
SUBJECT: Community Center Refurbishment Project Award

BACKGROUND

As part of the 2023-24 capital project budget, the Board approved the dry rot repair, exterior paint, and composite roof replacement of the CARD Community Center with a project allocation of \$200,000. Sequoia Engineering was retained to develop the scope of work to include the trellis, siding, trusses, sections of exterior needing replacement, roof replacement, and exterior paint. A request for proposals was published on July 1, 2024. A mandatory bid walk was attended by eight potential bidders on July 9th.

DISCUSSION

Proposals were due on July 26, 2024. Four bids were received and are presented for review.

| Company | Bid Amount |
|---------------------------------|--------------|
| Ben Franklin Construction, Inc. | \$177,228.00 |
| CMA Painting | \$220,344.00 |
| Synergy Builders | \$361,365.78 |
| Billson Construction | \$456,282.23 |

Interviews were conducted with the three lowest bidders to gauge their understanding of the project, their approach, clarify their proposals, and ensure they fully grasp the scope and complexity of the work. Following the interviews, references were contacted for Ben Franklin Construction. References reported positive work experience and confirmed Ben Franklin Construction's solid reputation.

FINANCIAL IMPACT

After the cost of engineering, the remaining project allocation is \$187,000. Although the cost of the current scope of work is under the remaining project budget, that amount does not include the 10% contingency required by District policy. Due to the nature of the damage, staff anticipate uncovering additional dry rot behind existing materials and believe a 15% contingency factor is prudent.

Estimated Cost: 177,230
Contingency 15%: 26,500
Total: 203,730



Ben Franklin

559-577-3737

CONSTRUCTION / ROOFING
benfranklinconstruction@gmail.com
P.O. Box 2601 FRESNO, CA 93745
BENFRANKLINCONSTRUCTION.COM

Lic.# 369364
ANGIE'S LIST
5 STAR.

July 25, 2024

Chico Area Recreation & Park District
Ross Hensley, Park Supervisor
(530) 828-5669
Email: rhensley@chicorec.gov

Re: 545 Vallombrosa Ave. Chico, CA. 95926

BID ENCLOSED

ALLOTMENT FOR UNFORESEEN DAMAGE REPLACEMENT, IF APPLICABLE, ADVISED TO BE SET AT 20% PROJECT BID TOTAL VALUE FOR RESERVES TO APPLY TO ANY POTENTIAL DAMAGES UNCOVERED AND NEEDING REPAIR, THAT WERE NOT VISIBLE AT OR DURING THE BID WALK, OR REFERRED TO IN ANY PLAN SHEETS OR DOCS.

| Trellis Areas (shown on page 3) | Contractor or Sub | Materials Cost | Total Cost |
|--|--------------------------|-----------------------|-------------------|
| 1. Trellis 'A' | BEN FRANKLIN CONST | 2870 | 5600 |
| 2. Trellis 'B' | BEN FRANKLIN CONST | 1835 | 4450 |
| 3. Trellis 'C' | BEN FRANKLIN CONST | 4165 | 8370 |
| 4. Trellis 'D' | BEN FRANKLIN CONST | 2950 | 5700 |
| 5. Trellis 'E' | BEN FRANKLIN CONST | 7550 | 13250 |
| 6. Trellis 'F' | BEN FRANKLIN CONST | 6495 | 12460 |

| Roof Areas (shown on page 3) | Contractor or Sub | Materials Cost | Total Cost |
|-------------------------------------|--------------------------|-----------------------|-------------------|
| 1. Roof 'A' | BEN FRANKLIN CONST | 6420 | 14765 |
| 2. Roof 'B' | BEN FRANKLIN CONST | 6085 | 14320 |
| 3. Roof 'C' | BEN FRANKLIN CONST | 4490 | 10850 |

| Wall Areas (shown on page 2) | Contractor or Sub | Materials Cost | Total Cost |
|-------------------------------------|--------------------------|-----------------------|-------------------|
| 1. Wall 'A' | BEN FRANKLIN CONST | 4865 | 7650 |
| 2. Wall 'B' | BEN FRANKLIN CONST | 2890 | 5650 |
| 3. Wall 'C' | BEN FRANKLIN CONST | 1940 | 4425 |
| 4. Wall 'D' | BEN FRANKLIN CONST | 4055 | 8365 |
| 5. Wall 'E' | BEN FRANKLIN CONST | 1275 | 3560 |
| 6. Wall 'F' (shown on page 3) | BEN FRANKLIN CONST | 3360 | 7550 |

| Misc. repairs | Contractor or Sub | Materials Cost | Total Cost |
|--|--------------------------|-----------------------|-------------------|
| 1. Rebuild eave condition at multi-purpose room. | BEN FRANKLIN CONST | 2375 | 6525 |

| | | | |
|---------------------------------|--------------------|------|-------|
| 2. Paint exterior of structure. | BEN FRANKLIN CONST | 4980 | 14200 |
|---------------------------------|--------------------|------|-------|

TOTAL BID VALUE FOR VISIBLE AND/ OR REQUESTED REPAIRS SET AT \$147,690

TOTAL RECOMMENDED UNFORSEEN ADDITIONAL 20% ALLOTMENT SET AT \$29,538

TOTAL PROJECT POTENTIAL COST, VISIBLE + NON VISIBLE COSTS EST. AT \$177,228

PROJECT BID NOTES FROM GENERAL CONTRACTOR:

1. BID INCLUDES LABOR AND MATERIAL FOR ALL LIGHT FIXTURES CALLED OUT FOR REPLACEMENT PER PLAN SHEETS. CATEGORY NOT PROVIDED ABOVE ON BID WORKSHEET, BUT ACCOUNTED FOR IN EACH CATEGORICAL AREA.
2. BID INCLUDES LABOR AND MATERIAL FOR ANY GUTTERS CALLED OUT FOR REPAIR OR REPLACEMENT PER PLAN SHEETS. CATEGORY NOT PROVIDED ABOVE ON BID WORKSHEET, BUT ACCOUNTED FOR IN EACH CATEGORICAL AREA.
3. BID INCLUDES ALL REPAIR OR REPLACEMENT OF VISIBLE DEFECTS TO EXTERIOR FINISHES OR MEMBERS, THAT MAY OR MAY NOT BE DISCLOSED OR REFERRED TO IN THE PROJECT PLAN SHEETS OR DOCUMENTS.
4. BID INCLUDES THE REPLACEMENT OF THE FOUR STRUCTURAL GLULAM BEAM AT BOTH FRONT AND REAR TRELLACES, AS OPPOSED TO REPAIRING, AND IS INCLUDED AT NO ADDITIONAL COST. THE CONDITION OF THE GLULAMS ARE QUESTIONABLE FOR REMAINING LIFESPAN, AND HAVE VISIBLE EVIDENCE OF PREVIOUS MULTIPLE REPAIRS.
5. CONTRACTOR RECOMMENDS THE ADDITIONAL BUDGET OF 10% BID VALUE TO REPAIR AND REPLACE DOWNSPOUTS, AND CLEAR OR REPLACE THE DIRECTED UNDERGROUND DRAINAGE FOR THE ROOF RUNOFF VIA THOSE DOWNSPOUTS. DAMAGED DOWNSPOUTS ARE VISIBLE, AND DRAINAGE IS BLOCKED CAUSING BACKUP AND POTENTIALLY ESCALATING THE DETERIORATION OF EXTERIOR FINISHED SURFACES.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/25/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|---|---|------------------------------------|
| PRODUCER Inszone Insurance Services, LLC 2721 Citrus Road, Suite A Rancho Cordova CA 95742 License#: 0F82764 | CONTACT NAME: Certificate Team PHONE (A/C, No, Ext): 877-308-9663 E-MAIL ADDRESS: certs@inszoneins.com | FAX (A/C, No): 916-400-2625 |
| | INSURER(S) AFFORDING COVERAGE | |
| INSURED Ben Franklin Construction, Inc. PO Box 2601, Fresno CA 93745 | INSURER A : Kinsale Insurance Company | NAIC # 38920 |
| | INSURER B : Clear Spring Property and Casualty Company | 15563 |
| | INSURER C : California Automobile Insurance Company | 38342 |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

COVERAGES

CERTIFICATE NUMBER: 191872512

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|--|----------|----------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | Y | Y | 0100249969-1 | 7/18/2024 | 7/18/2025 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ |
| C | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | Y | Y | BA040000090079 | 7/12/2024 | 7/12/2025 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N <input checked="" type="checkbox"/> Y | N/A | CWC00135302 | 8/27/2023 | 8/27/2024 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Verification of Insurance

CERTIFICATE HOLDER**CANCELLATION**

THIS CERTIFICATE IS PROVIDED AS PROOF OF INSURANCE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

| | | |
|---|--|---|
| <i>Attached To and Forming Part of Policy</i> 0100249969-0 | <i>Effective Date of Endorsement</i> 07/18/2023 12:01AM at the Named Insured address shown on the Declarations | <i>Named Insured</i> Ben Franklin Construction |
| <i>Additional Premium:</i> \$0 | <i>Return Premium:</i> \$0 | |

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

| SCHEDULE | |
|--|--|
| Name of Additional Insured Person(s) or Organization(s) | Location(s) of Covered Operations |
| Blanket, as required by written contract, executed prior to the start of work on the project. | Locations as required and specified by written contract, executed prior to the start of work on the project. |
| Information required to complete this Schedule, if not shown above, will be shown in the Declarations. | |

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY ENDORSEMENT

| | | |
|---|--|---|
| <i>Attached To and Forming Part of Policy</i> 0100249969-0 | <i>Effective Date of Endorsement</i> 07/18/2023 12:01AM at the Named Insured address shown on the Declarations | <i>Named Insured</i> Ben Franklin Construction |
| <i>Additional Premium:</i> \$0 | <i>Return Premium:</i> \$0 | |

This endorsement modifies insurance provided under the following:

- COMMERCIAL GENERAL LIABILITY COVERAGE
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE
- ENVIRONMENTAL CONTRACTING AND PROFESSIONAL SERVICES LIABILITY COVERAGE
- PRODUCTS POLLUTION LIABILITY COVERAGE
- PREMISES ENVIRONMENTAL LIABILITY INSURANCE COVERAGE
- ENVIRONMENTAL COMBINED LIABILITY POLICY - ALL COVERAGE PARTS

The insurance provided to Additional Insureds shall be excess with respect to any other valid and collectible insurance available to the Additional Insured unless the written contract specifically requires that this insurance apply on a primary and non-contributory basis, in which case this insurance shall be primary and non-contributory.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT-CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2.5% of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization

Job Description

Any Person or Organization As Required by Written Contract.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

| | | | | | |
|-----------------------|--|------------|-------------|-------------------|---------|
| Endorsement Effective | 08/27/2023 | Policy No. | CWC00135302 | Endorsement No. | 1 |
| Insured | Ben Franklin Construction Inc. | | | Premium | \$2,786 |
| Insurance Company: | Clear Spring Property and Casualty Company | | | Countersigned by: | |



CONTRACTORS STATE LICENSE BOARD

Pursuant to Chapter 9 of Division 3 of the Business and Professions Code and the Rules and Regulations of the Contractors State License Board, the Registrar of Contractors does hereby issue this license to:

BEN FRANKLIN CONSTRUCTION

License Number 369364

to engage in the business or act in the capacity of a contractor in the following classifications:

B - GENERAL BUILDING
C39 - ROOFING

Witness my hand and seal this day,
October 8, 2021

Issued February 13, 1979

Reissued January 20, 2009

Susan Granzella

Susan Granzella, Board Chair

David R. Fogt, Registrar of Contractors

This license is the property of the Registrar of Contractors, is not transferable, and shall be returned to the Registrar upon demand when suspended, revoked, or invalidated for any reason. It becomes void if not renewed.



APPLICATION FOR PUBLIC WORKS CONTRACTOR REGISTRATION

Registration Information

Type: Public Works

Period: 04/27/2023 06/30/2024

Contractor Information

Contractor Name: Ben Franklin Construction

Trade Name:

License Type Number: PW-LR-1000851498

Contractor Physical Address

Physical Business Country: United States of America

Physical Business City/ Province: Fresno

Physical Business Address: 1003 J Street

Physical Business State: CA

Physical Business Postal Code: 93657

Contractor Mailing Address

Mailing Country: United States of America

Mailing City /Province: Fresno

Mailing Address: 1003 J Street

Mailing State: CA

Mailing Postal Code: 93657

Contact Info

Daytime Phone:

Daytime Phone Ext.:

Mobile Phone:

Business Email: benfranklinconstruction@gmail.com

Applicant's Email: benfranklinconstruction@gmail.com

Printed on: 7/14/2023 9:37:41 AM

To verify most current certification status go to: <https://www.caleprocure.ca.gov>



Office of Small Business & DVBE Services

Certification ID: 2025486

Legal Business Name:

Ben Franklin Construction

Doing Business As (DBA) Name 1:

Doing Business As (DBA) Name 2:

Address:

528 TUCKER AVE

CA

Sanger

CA 93657

Email Address:

benfranklinconstruction@gmail.com

Business Web Page:

Business Phone Number:

559/577-3737

Business Fax Number:

Business Types:

Construction , Service

| Certification Type | Status | From | To |
|--------------------|----------|------------|------------|
| SB(Micro) | Approved | 09/23/2021 | 09/30/2023 |

Stay informed! KEEP YOUR CERTIFICATION PROFILE UPDATED!

-LOG IN at [CaleProcure.CA.GOV](https://www.caleprocure.ca.gov)

Questions?

Email: OSDSHELP@DGS.CA.GOV

Call OSDS Main Number: 916-375-4940

707 3rd Street, 1-400, West Sacramento, CA 95605

Bid Bond

CONTRACTOR:

(Name, legal status and address)
Ben Franklin Construction
1003 J Street
Sanger CA 93657

SURETY:

(Name, legal status and principal place of business)
Midvale Indemnity Company
6000 American Parkway
Madison WI 53783

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)
Chico Area Recreation & Park District
545 Vallombrosa Avenue
Chico CA 95926

BOND AMOUNT: Five Percent (5%) of The Bid Amount

PROJECT:

(Name, location or address, and Project number, if any)
Community Center Dry-rot, Painting and Roof Project
Chico CA

Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

I



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 24th day of July 2024

Ben Franklin Construction
(Principal) (Seal)

(Witness)

(Title)

Midvale Indemnity Company

(Surety)

Don Smith
(Witness)

(Title)

Theresa Smith

Attorney-in-Fact



2



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

Civil Code § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of Arizona

County of Maricopa

On July 24 2024 before me, Beth Rodriguez, Notary Public

personally appeared Theresa Smith

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature Beth Rodriguez



OPTIONAL

Though the information below is not required by law, it may prove valuable to the persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title or Type of Document _____

Document Date _____ Number of Pages: _____

Signer's Name: _____

- Individual
 - Corporate Officer – Title(s): _____
 - Partner - Limited General
 - Guardian or Conservator
 - Attorney-in-Fact
 - Trustee
 - Other: _____
- Signer is representing _____
- _____



- Individual
 - Corporate Officer – Title(s): _____
 - Partner - Limited General
 - Guardian or Conservator
 - Attorney-in-Fact
 - Trustee
 - Other: _____
- Signer is representing _____
- _____



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Midvale Indemnity Company, a Wisconsin corporation having its principal office at 6000 American Parkway, Madison, Wisconsin 53783, pursuant to Resolutions of the Board of Directors unanimously consented to on February 18, 2020, to wit:

WHEREAS, management of the Corporation recommends that the Board authorize officers of the Corporation to appoint designated employees as attorneys-in-fact and authorize them to execute on behalf of the Corporation, and affix the seal of the Corporation thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking, and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them (the "Recommendation"); and WHEREAS, the Board has reviewed and considered the Recommendation.

RESOLVED, that the Recommendation is approved.

The President hereby grants authority to and makes, constitutes and appoints solely:

- (i) Douglas Lehr; (ii) Richelle Smith; (iii) Amy LaCroix, (iv) Jennifer Bush, (v) Amanda Brendel,
- (vi) Aimee Henard, (vii) Theresa Smith, (viii) Beth Rodriguez, (ix) Lauren Powell and (x) Kyler Stahle

as its true and lawful Attorneys-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed, bonds, undertakings, recognizances, contracts of indemnity, or other writings obligatory in nature of a bond subject to the following limitation:

1. No one bond to exceed Twenty-Five Million Dollars (\$25,000,000.00)

and to bind Midvale Indemnity Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of Midvale Indemnity Company; the acts of said Attorney are hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority pursuant to a Resolution of the Board of Directors unanimously consented to on February 18, 2020, to wit:

RESOLVED, that the signature of any officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or special power of attorney, or certification of either, and the execution of any bond or similar instrument transmitted via facsimile or PDF file format shall be deemed to be true and legally binding signatures and considered an original seal with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, Midvale Indemnity Company has caused these presents to be signed by its Assistant Secretary and its corporate seal to be hereto affixed this 15th day of June, 2023.

Midvale Indemnity Company, By: _____

Lauren K. Powell, Assistant Secretary



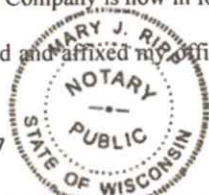
State of Wisconsin
County of Dane

On this 15th day of June, 2023, before the subscriber a Notary Public of State in and for the State of Wisconsin duly commissioned and qualified, came Lauren K. Powell., to me personally known to be the officer described herein, and who executed the preceding instrument, and he acknowledged the execution of same, and being by me fully sworn, deposed and said that he is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; the Resolution dated February 18, 2020 granting authority to appoint Attorney in fact of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at Madison, Wisconsin, this 15th day of June, 2023.

Mary J. Ripp

Notary Commission Expires: February 8, 2027



I, Theresa K. Sztuczko, Assistant Treasurer, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Midvale Indemnity Company this 24th day of July, 2024.

Theresa K. Sztuczko



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.
TO CONFIRM VALIDITY of the attached bond please call 1-603-354-5281.
TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431
Attn: Bond Claim Dept. or call our Bond Claim Dept. at 1-603-358-1437.



| | | |
|------------------------------|------------------|----------------------------------|
| POLICY # | Donations | |
| EFFECTIVE DATE | TBD | VERSION # |
| DATE OF LAST REVISION | 8/13/2024 | NEXT REVIEW DATE 7/1/2029 |

| | |
|-------------------|----------------|
| APPLIES TO | |
| Division | Districtwide |
| Sub-Division | Administration |

| VERSION | REVISION DATE | DESCRIPTION OF CHANGE/SUPERSEDE | AUTHOR |
|----------------|----------------------|---|---------------|
| 1 | July 2012 | Initial | Unknown |
| 2 | 8/13/2024 | Updates to original policy include removing the non-donation naming stipulations and creating its own standalone policy (#6115) | Holli Drobny |

RATIONALE

These guidelines are established to define rules and procedures for accepting donations and pledges, and defining naming opportunities for District parks, facilities, and specific features. The Administrative Director will provide oversight and continuity to the donation process.

TERMS AND DEFINITIONS

| TERM | DEFINITION |
|-------------------|--|
| Parks | Open space areas used for public recreation, which are owned and managed by the District. |
| Facilities | Buildings or amenities owned and managed by the District to conduct District business. |
| Specific Features | Amenities that could be located within a park or as part of a facility. Specific features may include, but are not limited to, athletic fields, gymnasiums, meeting rooms, picnic shelters, groves, walkways, trails, ball fields, tennis and basketball courts, aquatic facilities, and playground equipment. |

PROCEDURE

Donations Defined

Donations will be considered on a case-by-case basis and assessed for potential conflict of interest and alignment with the District’s mission and values.

Non-Monetary Donations

Non-monetary donations, also known as in-kind contributions, are gifts of goods or services that are offered to the District for free or at a reduced cost. The gifts are intended to be used in the form in

Policy # 2215 – Donations

which they are given. Examples of non-monetary donations include household items, equipment, supplies, furniture, and professional services.

Non-monetary donations will be considered for approval by the General Manager, unless the donation is an improvement to a District park and facility. Donations that are improvements to District parks and facilities shall be approved at the discretion of the Board.

The following guidelines should be considered prior to accepting non-monetary donations:

1. The donated item will become the property of the District.
2. Where applicable, design and installation standards will be determined by the District, with costs to be borne by the donor, at the discretion of the General Manager.
3. The donation and any attached conditions should promote the mission and goals of the District.

Monetary Donations

A monetary donation refers to a financial contribution made by an individual, corporation, foundation, or other entity to support the mission and activities of the District. Such donations to the District require the donor to specify a particular use for the funds in alignment with the Districts goals and programs.

Monetary Donations shall fall into the following categories:

1. Naming Opportunities
2. Pledges
3. Special Tributes/Memorials

Naming Opportunities in Recognition of Donations

Naming opportunities are available to individuals and families, businesses, foundations, and organizations. Naming opportunities for District parks, facilities and amenities offer donors a prominent, meaningful way in which to be recognized and/or to recognize others for significant gifts. Naming opportunities are valid for 5 years and are subject to the Board of Directors' approval. The District, in consultation with the Board, will define the naming opportunities that are available.

Pledges

A pledge is a commitment made by an individual, corporation, or organization to donate a specific amount of money or resources, typically within a designated timeframe. Unlike an immediate donation, a pledge represents a promise to provide financial support at a future date or through installments, often as part of a fundraising campaign or capital project. Pledges can also be a gift through a charitable trust or individual retirement account (IRA).

Special Tributes/Memorials

A special tribute or memorial donation is a financial contribution made in honor or memory of an individual, family, business and/or organization. This type of donation is often given to recognize a significant milestone, achievement, or in remembrance of someone who has passed away. The funds from these donations may be directed toward a specific program or purpose within the organization, often aligning with the values or interests of the entity being honored or memorialized. In some cases, these donations may also result in a naming opportunity or another form of recognition as a lasting tribute.

Monetary donations will be considered for approval by the General Manager, unless the condition for the donation results in an improvement to a District park and facility. Donations that are improvements to District parks and facilities shall be approved at the discretion of the Board.

Procedure

Submission

A donor interested in contributing to the District will specify whether their contribution is monetary or non-monetary. The donor will also indicate if they are seeking a naming opportunity, making a pledge, or offering a special tribute or memorial. This information should be submitted in writing to the General Manager.

Acceptance

If there is proposed donation that results in an improvement to a District park and facility, the Board of Directors will make a determination regarding acceptance at a Regular Board meeting.

The District may consider the following acceptance criteria, as applicable:

1. The donation and any attached conditions should support the District's Master Plan and/or long-range plan for which it is intended.
2. The donation and any attached conditions should promote the mission and goals of the District.
3. Any addition, improvement or enhancement to a park and/or facility as a result of the donation and any attached conditions should be economically feasible for the District.
4. Physical property donations should be of adequate size, with characteristics suitable for park and/or facility development.

Acknowledgment

Once accepted, the District will formally acknowledge the donation, through a thank-you letter or receipt for tax purposes.

Removal

The District reserves the right to remove and/or relocate donated amenities, markers, or plaques when they interfere with site safety, maintenance, or construction activities, or they become unsightly due to vandalism or age. The District will make every attempt to contact the donor prior to removal or relocation. In certain situations, such as safety or emergency, the notification may be made after relocation or removal.

Donation Exceptions

If a donation is offered to the District that falls outside the established guidelines, District staff will bring it to the Board for consideration. Furthermore, if District staff identify a fundraising activity involving donations that is not covered by this policy, they will submit the fundraising plan to the Board for approval.

Authority: General Manager, Board of Directors

Holli Drobny

Author (print and sign)

Date

Annabel Grimm

General Manager

Date

Approved by the Board of Directors on: _____



POLICY # 6115 Naming Parks and Facilities

| | | |
|------------------------------|-----------|----------------------------------|
| EFFECTIVE DATE | TBD | VERSION # 2 |
| DATE OF LAST REVISION | 8/13/2024 | NEXT REVIEW DATE 7/1/2029 |

APPLIES TO

| | |
|--------------|----------------|
| Division | Districtwide |
| Sub-Division | Administration |

| VERSION | REVISION DATE | DESCRIPTION OF CHANGE/SUPERSEDE | AUTHOR |
|----------------|----------------------|--|---------------|
| 1 | July 2012 | Initial | Unknown |
| 2 | 8/13/2024 | Updates to original policy include removing the donation stipulations and creating its own standalone policy (#2215) | Holli Drobny |

RATIONALE

These guidelines are established to define rules and procedures for naming District parks and facilities. This policy also extends to the naming of park benches, picnic tables, and other community property as deemed appropriate. This policy does not address naming opportunities in recognition of donations. **Please see policy #2215 - Donations to address any naming of parks and facilities in recognition of donations.**

TERMS AND DEFINITIONS

| TERM | DEFINITION |
|-------------------|--|
| Parks | Open space areas used for public recreation, which are owned and managed by the District. |
| Facilities | Buildings or amenities owned and managed by the District to conduct District business. |
| Specific Features | Amenities that could be located within a park or as part of a facility. Specific features may include, but are not limited to, athletic fields, gymnasiums, meeting rooms, picnic shelters, groves, walkways, trails, ball fields, tennis and basketball courts, aquatic facilities, and playground equipment. |

PROCEDURE

The Board of Directors has the sole and absolute discretion in naming parks, facilities, and specific features within the District and in exercising its discretion, the Board may consider the following criteria and guidelines.

Policy # 6115 – Naming Parks and Facilities

1. The Board will evaluate the merit of each suggested park, facility, or specific feature name according to criteria outlined in this policy. The General Manger, staff, or designated committee shall make recommendations to the Board for their final approval.
2. When appropriate, the District may solicit help from and/or suggestions of historical societies or other groups having a specific knowledge, when considering a name to highlight an area’s geographic or historical significance.
3. To stimulate public interest and to obtain additional suggestions, the District may include a contest or competition involving the public as part of the selection process to name a park, facility, or specific feature. However, only suggestions which meet these policy guidelines should be considered.
4. Groups or individuals may submit nominations for naming a park, facility, or specific feature in writing on a form provided by the District, or in a letter that contains all pertinent information including the reasoning for the name being recommended.
5. A public input session or hearing may be conducted to gauge community interest and support for the naming of District parks and facilities.

Parks – parks shall be named as follows:

- To reflect the geographical location.
- To reflect the historical features of the land on or around the park.
- To reflect the significant or unusual natural features of the land on or around the park.
- After a significant individual(s) or groups.

Facilities – facilities shall be named as follows:

- To reflect the services provided in the facility.
- To reflect the geographical location.
- After a significant individual(s) or groups.

Naming after an Individual

The individual to which the park or facility will be named after must have made a significant contribution to the park or facility by improving the quality of life in the District. This could relate to involvement with parks, recreation activities, or other community involvement. The park or facility may also be named after a person from the community who served the local city, state, or United States of America.

Creating a Memorial

An individual (community member or District staff) may request to the Board that a park, facility, or specific feature in the park or facility be named after, or in memorial for, a specific individual. If the name or memorial is made in terms of a specific facility, the facility should be a non-living, low maintenance improvement, which should serve a purpose to the District, for example, a picnic table or bench with a plaque. All costs may be the responsibility of the requesting party.

The requester must submit information and recommendation to the General Manager regarding the relevant history of the person to be memorialized, the type of improvement desired, and the

Policy # 6115 – Naming Parks and Facilities

verbiage requested, if any. Final decisions regarding the specific features, including, but not limited to, materials, equipment, location, and labor, shall be made by the District.

Approval of the Individual

If the District is naming a park, facility, or special feature after an individual, or in memorial to an individual, the District shall get approval from the individual (if living) or their family (if the individual is deceased and the family is available). The intent of naming the park, facility, or special feature is for permanent recognition.

Veteran Name Plaques

Name Plaques in honor of, or in memory of, an individual to be placed under the Veterans Memorial Plaque within the District may be permitted if the following criteria is met:

1. The individual was a service member killed in the line of duty;
2. The request is submitted by a member of the individual's family, or if proposed by someone other than the individual's family, the person or group making the proposal must be able to assure the Board of Directors that the proposal has the official approval of the individual's family.
3. The individual was a resident or active member of the Chico community for a significant length of time.

If approved, the name plaque must follow the same design as the other name plaques currently placed under the Veterans Plaque.

Removal

The District reserves the right to remove and/or relocate donated amenities, markers, or plaques when they interfere with site safety, maintenance, or construction activities, or they become unsightly due to vandalism or age. The District will make every attempt to contact the donor prior to removal or relocation. In certain situations, such as safety or emergency, the notification may be made after relocation or removal.

Authority: General Manager, Board of Directors

Holli Drobny

Author (print and sign)

Date

Annabel Grimm
General Manager

Date

Policy # 6115 – Naming Parks and Facilities

Approved by the Board of Directors on: _____



BOARD OF DIRECTORS

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Fundraising Initiative at District Gala

BACKGROUND

In 2023, to mark the District's 75th Anniversary, District staff organized the inaugural CARD Gala, titled "City of Wonders." This event celebrated CARD's achievements and looked forward to its future projects, particularly the Aquatic Center. The gala also served as a platform to fundraise and increase awareness for the upcoming Aquatic Center. Due to its success and popular demand, the District decided to organize a gala for 2024.

DISCUSSION

District staff are requesting facilitating the following fundraising strategy at the 2024 Gala, titled "Roaring into the Future: A Speakeasy Soiree." For participants who meet the following thresholds for their casino winnings, staff propose the following naming opportunities:

| Winnings | Recognition |
|----------|--------------|
| \$1,000 | Honoree Wall |
| \$5,000 | Bench |
| \$10,000 | Cabana |
| \$25,000 | Slide |

RECOMMENDATION

The Board review and approve the proposed naming opportunities to support fundraising efforts.



BOARD OF DIRECTORS

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Scott Schumann, Director of Parks and Facilities
SUBJECT: Skatepark Infraction Policy

BACKGROUND

In 2013, Board action reflects that the General Manager and/or Park Superintendent to close the Humboldt Ave. Skatepark for a minimum of 72 hours for rule infractions when warranted. The infractions are defined in the Humboldt Ave. Skatepark Rules and Regulations, which is available on the District website, specifically addressing closure due to any new graffiti on any skate ramps, bowls or concrete areas.

The following policy will catalog and clarify the current protocol for infractions at the Skatepark and subsequent District action.

DISCUSSION

Removal, repair, and repainting areas resulting from vandalism or graffiti can take several hours for staff to complete comprehensively and return the skate park to a safe and welcoming park resource. In addition, repairs and repainting may take additional closure time in order for concrete to cure, anchors to set, paint to dry, or other establishment of the repair materials. While the previous mandatory closure of 72 hours was ample time for the repair, the policy appeared to unnecessarily close the park well beyond the time needed for completion. Lastly, the closure policy was too specific to graffiti and failed to recognize vandalism at the park as a reason for closure. The above considerations are included in the revised policy shortening the closure time while also expanding the scope of causes for closure.

RECOMMENDATION

The Board of Directors approve the Skatepark Infraction Policy.



| | | |
|------------------------------|-----------------------------|----------------------------------|
| POLICY # 6110 | Skatepark Infraction Policy | |
| EFFECTIVE DATE | 8/22/2024 | VERSION # 1 |
| DATE OF LAST REVISION | 8/12/2024 | NEXT REVIEW DATE 7/1/2029 |

APPLIES TO

| | |
|--------------|--------------|
| Division | Districtwide |
| Sub-Division | Parks |

| VERSION | REVISION DATE | DESCRIPTION OF CHANGE/SUPERSEDE | AUTHOR |
|----------------|----------------------|--|---|
| 1 | 8/12/2024 | New policy | Scott Schumann, Parks and Facilities Director |

RATIONALE

These guidelines are intended to establish rules and procedures for closure of the skate park following vandalism or graffiti in unallowed areas.

PROCEDURE

Removal, repair, and/or repainting areas resulting from vandalism or graffiti can take several hours for staff to complete comprehensively and return the skate park to a safe and welcoming park resource. In addition, repairs and repainting may take additional closure time for concrete to cure, anchors to set, paint to dry, or other establishment of the repair materials.

Staff will close the skate park for up to 48 hours following any vandalism or new graffiti at the skate park that is not in the designated graffiti areas of the urban art zone fence panels or the exterior of the bathroom facility.

Authority: General Manager; Board of Directors

Author (print and sign)

Date

Annabel Grimm
General Manager

Date

Policy #6110 – Skatepark Infraction Policy

Approved by the Board of Directors on: _____



BOARD OF DIRECTORS

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Anjie Goulding, Director of Recreation
SUBJECT: Recreation Update – August

After School Program

The first day of school kicked off on August 19th! We have 12 BLAST sites and 1 ASP at Nature Center for the coming year. To support these 13 sites, the ASP team has been busy with onboarding and training staff, enrolling new families, prepping for the school year, and meeting with our partner Chico Unified. We have a total of 179 ASP staff, 41 are new to the team! We are excited for a great year ahead.

Adult Sports

Adult Sports fall registration is wrapping up this week and fall season starts the week of August 26th. We are marketing registration via social media, multiple emails, text and phone calls, in hopes to get as many teams as possible looking to play in. Staff is working on putting together all league scheduling and staffing for the leagues.

We are excited for cooler evenings for outside games and excited to have new staff joining our team. We hope to catch you out at one of our adult sports so you can get a feel for the passion our community has for the programs we offer!

Youth Sports

This summer, the Youth Sports department proudly served over 1,480 youth in our community across various programs, including ShortE/Little Camps (225 participants), Sports Camp & Sports Camp PRO (511 participants), Challenger Soccer (145 participants), Junior Giants (508 participants), and Sports Clinics (95 participants). We are immensely proud of our staff's unwavering passion, dedication, and perseverance. Despite enduring excessive heat waves, long days, and smoky skies, they ensured that every participant remained safe, had fun, and left our camps as not just better athletes, but better individuals with a genuine love for the game.

We extend a special shout-out to the 188 volunteers who truly "stepped up to the plate" for our FREE Junior Giants program this summer. Their generosity and commitment allow us to continue offering this remarkable program, which is one of the few that directly benefits our lower-income communities.

Ms. Dallas continued to shine this summer, leading her Toddler Summer Camps with over 90 participants. The continued support and enthusiasm from parents reflect the profound impact she has on Chico's youngest residents.

As summer ends, we're already transitioning into our fall programming. This includes marketing to participants, recruiting new staff, program setup, and on-site training. We're excited to shift gears from summer to fall and continue providing opportunities for play and growth within our Chico community.

Aquatics:

Pleasant Valley Pool:

Programming is wrapping up quickly at the PV Pool after a fun and successful 2024 season. We will staff the remaining pool rentals through September 14th but public swim times will end on Saturday August 17th.

We were able to fit 5 separate swim lesson sessions into this summer. We registered a total of 993 swimmers in our lessons between June 10th through August 16th. It was so great to see the progression of swimmers who may have started out the summer scared of the water and not being able to put their face underwater, progressing to being some of the best swimmers by the end!

Our recreation swim and family swim times proved to be a great benefit to the community during our hot summer months. The public swim times allowed a multitude of families and summer camps to enjoy all that the PV pool has to offer. The extension of the evening family swim was especially helpful with our swim lesson families who wanted to continue working on the skills they learned during swim lessons as it immediately followed our afternoon swim lesson time.

Sycamore Pool (1-Mile):

Lifeguards are staffed Friday – Wednesday from 1-7PM until Sunday August 18th. After August 18th we will be staffing lifeguards on Saturdays and Sundays only through Labor Day.

We have received lots of positive feedback from the public regarding having lifeguards back at the pool this summer and how it makes them feel safer being out at the pool with their families. We are also really enjoying working in conjunction with the City of Chico and excited about wrapping up a successful summer season at one mile!

Nature Center

Nature Center ASP begins Monday, 8/19 and will be for 24 TK-1st graders.

Saturday, 8/17 is the annual Nature Center Ice Cream Social! We'll offer 3, 30-minute animal presentations along with free ice cream scoops from Shubert's, a bounce house and face painting.

We received our western screech owl and she's settling in wonderfully. Eating well, becoming more comfortable with each day, and spending more time outside her box. We've named her Luna!

The new animal enclosures and platform project is complete and really improves aesthetics as well as quality of life for the animals that currently, and will eventually, live in them. Nature ABC's begins Friday, 8/23, which is always a cherished and well attended program.

Nature School begins Monday, 8/26 with a Meet the Teacher hour on Thursday, 8/22. The two sessions accommodate a total of 32 participants, and we are welcoming 15 new students this year! We've also bumped up from 3 students to 6 students registered for both sessions and attending all four days a week.

Inclusion

This Summer our Inclusion Program staffed nine 1:1 Aides and five Site Aides that worked tirelessly to provide support to summer camp participants with physical and intellectual differences. Our 1:1 Aides provided direct support to 34 campers across 77 different camps this Summer. This amounted to 1,631 hours of direct support over 10 weeks of Summer - that is over 160 hours per week! In addition, our Site Aides provided 1,250 hours of Camp Support to campers who needed a little extra support but didn't qualify for a 1:1 Aide. We are so proud of the hard work and dedication our Inclusion Staff put into these nearly 3,000 hours of support. So many of our campers couldn't have done it without them!

Moving forward, we have a lot of amazing programming coming this Fall! In September we will start our 5-week Inclusive Teen Program for teens and young adults with disabilities. In this program we will be having game nights, making homemade pizzas, practicing social skills at our dance night, and more! In late October we have a costume bowling night for adults with disabilities at Bowlero. In November we'll be holding our second Thanksgiving snacks and apps night where participants with physical and intellectual differences learn to make easy and delicious snacks and appetizers to take to their family Thanksgivings.



BOARD OF DIRECTORS

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Scott Schumann, Director of Parks and Facilities
SUBJECT: Parks and Facilities Update - August

Capital Project Updates:

Community Park Maintenance Hub

Contracting is complete and the design process has begun with BCM Construction for the new shop, yard, and restroom facilities.

ADA Improvements

The Certified Access Specialist (CAsp) has been on site over the last 2 weeks evaluating the CARD Facilities for ADA compliance and updates. The many smaller access issues addressed by staff have been noted as good progress and effort toward maintaining paths of travel. Reports for each site will be provided as the CAsp progresses through the District.

District-Wide Irrigation

Phase 1 of the controller upgrades and compliance for backflow prevention are nearly complete. The CARD Community Center, Husa Ranch, Skate Park, and Rotary park have all been upgraded to new cloud-based controllers and back flow preventers have been brought up to code. Phase 2 scoping for the remainder of the District is underway with an anticipated bid package for publication in the Spring of 2025.

Park Improvements and Maintenance

Henshaw Park

Biological Resource Assessment began on Wednesday, August 14, 2024 with additional assessments to follow in the coming weeks at the Henshaw Park site.

Chico Observatory

Access to the Observatory has been restricted due to the Park Fire. The park road is closed at the entrance to the Observatory opposite the Bidwell Golf Course.

Community Park

Shade sails have been installed at the Community Park court breezeway. Several irrigation repairs were necessary after the deployment of the new pump motor due to changes in pressure and debris generated from the drop in pressure during removal and replacement.

A traffic study has been scheduled to gather data regarding the possible addition of park access from Ohio St. A memo detailing the scope of the study, study sites, and timing was reviewed by the City of

Chico with minimal concerns/modifications returned by City staff. The study will begin in September during peak times and specifically capturing use associated with Chico Youth Soccer League weekend game days.

Garner Lane Property

Asbestos abatement at the pro-shop is complete. The facility was used for SWAT and Fire Department training by local public safety. Demolition of the site after the training has been completed; thus, further preparing the site for work to begin in the spring of 2025.

Baroni Park Play Structure

A community input session was held on site at Baroni Park on July 29, 2024. The event was heavily attended by park users. Neighbors, parents, grandparents, and children provided input on the type, style, amenities and color palette for the new structure. The in-person input event is accompanied by an online survey which will remain open until the end of August 2024. Initial feedback is for a structure with integrated shade, promotes play for 2-5 and 5 – 12 year olds, and is inclusive while keeping a couple of the existing popular features (swings and tilted wheel).

Chico Bike Park

Staff are keeping apprised of Chico Velo's efforts to initiate the bike park project during the week of August 19 with a site visit by American Ramp Company (contractor for construction of the bike features). The contractor will facilitate a design charette, meetings with stakeholders including the City of Chico regarding permits and use. Preparations will begin for a community input session in September of 2024 at Marsh Junior High attended by CARD, Chico Velo, and various stakeholders in addition to the public.

A small triangular parcel located within the anticipated boundaries of the Bike Park is owned by a private entity willing to sell the parcel at fair market value. Staff have engaged the owner and are working through the purchase process to create a contiguous portion of land connecting the Bike Park amenities.

Chapman Park

Staff met with UC Master Gardeners to layout irrigation plans for the garden beds in anticipation of Master Gardener classes on irrigation, garden bed construction, and ultimately fall planting for cool weather crops.

The mosaics created by Rain Forrest Art Project assembled by Chapman Elementary students are ready for installation scheduled for August 22nd. Two mosaics will be installed: a 4' x 8' swimming hole/creek scene containing local flora and fauna as well as a 2' x 4' Great Blue Heron. Each mosaic will be mounted on the CMU block bathroom structure.

Risk management

Driver Safety

Staff across the District Departments participated in driver safety training conducted by California Highway patrol hosted by the Parks Department at the Lakeside Pavilion.



BOARD OF DIRECTORS

STAFF REPORT

DATE: August 22, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: General Manager Update - August

Personnel Policies & Labor Negotiations — The major focus continues to be revising personnel policies and labor negotiations.

Grant Proposals — We continue working on grant proposals. Last week the 2024 Youth Community Access proposal was successfully submitted.

In addition, District staff have met with consultants hired by the Strategic Growth Council to shepherd proposals through Federal grant opportunities. In particular, there is a Community Change grant through the EPA that contains significant crossover with the Community Resiliency Center opportunity for the aquatics center. A technical assistance request was submitted to the EPA to gain a better understanding of the District's competitiveness for this grant. The program has \$2B in funding of which \$325M has been awarded. Proposals are approved on a rolling basis and awards are announced monthly. The project funding cap is \$20M.

On August 1 we were notified that we were not selected for the DeGarmo soccer fields, lighting, parking lot, and bathroom project. Subsequently, staff met with the grant administrator to learn the strengths and weakness of our submission. We learned the grant was highly competitive and we lost 8 points for expansion of a park versus adding new parkland as well as having three new park amenities with major support features (e.g., lights, parking lot, etc.), instead of four new amenities. Representatives suggested we submit this proposal to Land Water Conservation Fund opportunity opening in January 2025.

Mountain Bike Park — American Ramp Company (ARC) was awarded the design of the mountain bike park. District staff have been meeting with Chico Velo and various stakeholders to develop the design process and timeline. August 20 marked the beginning of the input phase with a design charette and several individual stakeholder sessions through the August 21.

Capital Campaign RFP — The RFP was released on August 2. The information is posted on the CSDA RFP clearinghouse, CARD website, and advertised in the paper. With no central location to reach these types of firms, the information was sent to a listserv of professional contacts with capital campaign experiences to reach a broader audience.

Notable Meetings

- The Non-Profit Leaders Group on July 31 and discussed relationship building with the Board of Directors.
- EBC & Chico Tourism Committee met on August 1 and previewed the new adventure guide and travel Chico visitors guide. Members reported on current events and initiatives.
- SEIU working meeting on August 7.
- August 8 met with the Beyond Golf for a project update.
- Butte County Planning Department introduction meeting on August 14 to discuss their subdivision process.
- Chamber of Commerce meeting August 20.

Community Events

Due to the Park Fire, we have made the decision to postpone the Grand Re-Opening of the Observatory to September 20th.

We are very excited to host our annual Ice Cream social at the Nature Center which celebrates the end of Summer break and re-entry into the school year. This free event will have something for everyone—live music, bounce houses, nature walks, food trucks, face painting, crafts, games and more! This event is one of our more popular events, and we can't wait to show off the Living Animal Museum enclosures and introduce Luna, a Western Screech Owl.

On August 31st, we will be kicking off our first Movies in the Park series of the year with a special showing of Super Mario Bros at DeGarmo Park. Before the movie starts, kids can get their faces painted, bounce around in our exciting bounce houses, and get creative with a fun craft. Plus, we'll have a selection of food trucks on-site offering a variety of snacks and drinks for purchase.

Our second installment of Movies in the Park will take place September 14th, with a special showing of The Little Mermaid 2023, at Wildwood Park. Be sure to join us and experience the magic of outdoor cinema at this fun-filled family event.

News Stories

[Skate park fun | Photos - Chico Enterprise-Record](#)

[Chico aquatic center proposal | News | actionnewsnow.com](#)

[Back to school events - Chico Enterprise-Record](#)

Contracts over \$20,000

- None