



**Paradise Recreation and Park District
Board of Directors - Regular Meeting**
Terry Ashe Recreation Center, Room B
Wednesday, May 12, 2021, 6:00 pm

Special Notice:

Pursuant to California Governor Gavin Newsom’s Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Recreation and Park District will be closing the Board of Director’s Meeting to members of the public and non-essential District staff.

The public may listen to this meeting via computer or telephone. The public may submit comments prior to the meeting via email to ccampbell@paradisepprd.com before 1:00 p.m. on the day of the meeting and they will be read into the record.

Please use the link to join the webinar: <https://us02web.zoom.us/j/84518561101?pwd=YlBnYlBpM0VMVjVhNzZkd2JXRHQzQT09>
Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma)

Meeting ID: 845 1856 1101 Password: 282411

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Members of the public may comment on Agenda items at the time the item is presented. Speakers may comment on items not listed on the Agenda under Public Comment. Comments should be limited to a maximum of three (3) minutes. State Law prohibits the PRPD Board of Directors from acting on items not listed on the agenda. Please notify the meeting clerk prior to the start of the meeting if you wish to be heard.

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll Call
- 1.3. Welcome Guests: Teresa Kludt, Centerville Recreation and Historical Association, Walt Schafer, Honey Run Covered Bridge Association; and Jeff Carter, District Legal Counsel.
- 1.4. Special Presentations: None

2. PUBLIC COMMENT

3. CONSENT AGENDA

- 3.1. Board Minutes: Regular Meeting of April 14, 2021
- 3.2. Correspondence:
 - A. Butte County Fish & Game Commission Grant Award.
- 3.3. Payment of Bills/Disbursements (Warrants and Checks Report)
Check #052274 to and including #052351 and check #900650 to and including #900660 in the total amount of \$172,672.22 including refunds and/or void checks reported.
- 3.4. Information Items (Acceptance only):
 - A. Safety Committee Meeting Draft Minutes for April 15, 2021

4. COMMITTEE REPORTS

- 4.1. Finance Committee (Rodowick/McGreehan) – The Committee met on April 8, 2021 to (1) Continue review of Reserve Policy and resolution for Board consideration and possible approval; and (2) Review 2021-2022 draft budget and short- and long-term capital improvements. (Written report, documentation only)
- 4.2. Personnel Committee (Bellefeuille/Van Roekel) – The Committee met on April 20, 2021 and April 27, 2021 in Closed Session pursuant to California Government Code Section 54957, District Manager

Evaluation and Employment Agreement (Written reports)

- 4.3. Recreation and Park Committee (Anderson/Rodowick) – The Committee met on April 22, 2021 in Closed Session pursuant to California Government Code Section 54956.8 – Potential interest in real estate negotiations related to park expansion within the unincorporated areas of the District. (Written report)
- 4.4. Recreation and Park Committee (Anderson/Rodowick) – The Committee met on May 4, 2021 at Moore Road Ballfield and Bille Park to complete a site visit/ground truthing at these locations (Written report)

5. **REPORT**

- 5.1. District Report
- 5.2. Board Liaison Reports (Oral Reports)

6. **CLOSED SESSION**

Pursuant to Government Code Section:

- 6.1 54956.9, Litigation - Gilbert vs. PRPD.
- 6.2 54956.8, potential interest in real estate negotiations related to park expansion within the unincorporated areas of the District
- 6.3 54957.6, employee salary and wage negotiations for Fiscal Year 2021-2022
- 6.4 54957, District Manager Evaluation and Employment Agreement

7. **REPORT ON CLOSED SESSION**

8. **OLD BUSINESS**

- 8.1. Centerville Recreation and Historical Association Agreement – Approve agreement and funding support in the amount of \$5,000.00 and extend the agreement for Fiscal Year 2021-2022.
Recommendation: *Approve the agreement as presented.*
- 8.2. Honey Run Covered Bridge Association Agreement – Approve agreement and funding support in the amount of \$5,000.00 and extend the agreement for Fiscal Year 2021-2022.
Recommendation: *Approve the agreement as presented.*

9. **NEW BUSINESS**

- 9.1. Approve 2021-2022 Preliminary Budget and Set Public Hearing Date – The PRPD Board of Directors will consider adopting the 2021-2022 Preliminary Budget as presented in the Notice of Public Hearing and set a public hearing date for June 9, 2021 during the regularly scheduled Board meeting at which time the adoption of the final budget for 2021-2022 may follow the public hearing.
Recommendation: *Approve the 2021-2022 Preliminary Budget and set a Public Hearing Date for June 9, 2021*
- 9.2. Moore Road Softball Field Lighting – Request for Bids – Staff seek Board approval of the Request For Bid (RFB) document outlining the District preferences for new softball field lighting at Moore Road Park. **Recommendation:** *Approve the Request For Bid (RFB) for lighting upgrade at Moore Road Ballpark and direct staff to put the RFB out to bid.*
- 9.3. Resolution #21-05-1-497 – Public Records Policy – Approve and adopt resolution for the Public Records Policy to provide clarity for the public on the process to request, and District staff process to comply, with public document requests. **Recommendation:** *Approve and adopt the resolution as presented.*
- 9.4. Resolution #21-05-2-498 – Federal Funds Procurement Policy – Approve and adopt resolution for the Federal Funds Procurement policy to ensure District access to Federal grant awards.
Recommendation: *Approve and adopt the resolution as presented.*
- 9.5. Noble Park Initial California Environmental Quality Act (CEQA) Study - Staff seek Board review and approval of the Noble Park CEQA study. **Recommendation:** *Approve Noble Park initial CEQA study and authorize District Manager to sign on the Mitigated Negative Declaration finding on behalf of the District.*
- 9.6. CARPD Call for Nominations – The California Association of Recreation and Park Districts [CARPD] is seeking nominations for individuals to serve on their Board of Directors. Nominees must be

affiliated (as Board of Directors, employees or otherwise) with active members in good standing. Any member district wishing to submit a nomination should forward a letter of nomination and a copy of its Board Resolution supporting the nomination directly to CARPD no later than Friday, June 18, 2021. **Recommendation:** *Submit a nomination or decline invitation.*

- 9.7. Resolution #21-05-3-499 – Julie Van Roekel – Approve and adopt resolution recognizing Julie Van Roekel for her 8 years of service as a Board Member of the Paradise Recreation and Park District. **Recommendation:** *Approve resolution as presented.*
- 9.8. Potential Tax Defaulted Land Acquisitions – The BOD will consider authorizing the District Manager to act on behalf of the District on potential tax defaulted land acquisitions within District boundaries. **Recommendation:** *Approve District Manager authorization.*
- 9.9. District Manager Evaluation and Employment Agreement – The PRPD Board of Directors will evaluate the District Manager performance and to consider potential changes to the employment agreement and possible approval. **Recommendation:** *Complete the District Manager annual performance evaluation and approve amendments (if any) to the employment agreement.*

10. **BOARD COMMENT**

11. **ADJOURNMENT**

Adjourn to the next regular meeting on June 9, 2021 at 6:00 p.m., in Conference Room B, at the Terry Ashe Recreation Center (6626 Skyway, Paradise, California).



In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate in the meeting, please contact the District Administrative Office at 530-872-6393 or info@paradisepspd.com at least 48 hours in advance of the meeting.

This institution is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form.

Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Paradise Recreation and Park District
Board of Directors Regular Meeting
Via Zoom Teleconference
April 14, 2021

MINUTES

Special Notice:

Pursuant to California Governor Gavin Newsom’s Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Recreation and Park District will be closing the Board of Director’s Meeting to members of the public and non-essential District staff.

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Or via Telephone: Dial by your location: +1 669 900 9128 US (San Jose), +1 346 248 7799 US (Houston), or +1 253 215 8782 US (Tacoma)
Meeting ID: 845 1856 1101 Password: 282411

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1. CALL TO ORDER:

The regular meeting of the Paradise Recreation and Park District Board of Directors was called to order by Board Chairperson Mary Bellefeuille at 6:01 p.m.

1.1 PLEDGE OF ALLEGIANCE:

Chairperson Bellefeuille led the Pledge of Allegiance.

1.2 ROLL CALL:

Present: Vice Chairperson Steve Rodowick and Secretary Robert Anderson

Present via tele-conference: Chairperson Mary Bellefeuille, Director Al McGreehan, and Director Julie Van Roekel.

Absent: None

PRPD STAFF:

Present: Office Manager Colleen Campbell and Recreation Supervisor Scott Amick

Present via tele-conference: District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, Park Supervisor Mark Cobb, District Accountant Catherine Merrifield, Recreation Supervisor Jeff Dailey and Specialist Jess Mercer

1.3 WELCOME GUESTS:

Chairperson Bellefeuille welcomed the following guests:

Present via tele-conference: John Stonebraker, Citizen.

1.4 SPECIAL PRESENTATION:

Matt Duarte, Executive Director of the California Association of Recreation and Park Districts [CARPD], in a pre-recorded presentation to the California State Assembly, discussed the importance of recreation and park districts and the need for financial support.

2. PUBLIC COMMENT:

Staff informed the Board no comments were received via electronic mail by the 1:00 p.m. deadline on April 14, 2021.

Chairperson Bellefeuille asked if there were any additional public comments. Seeing and hearing none, Chairperson Bellefeuille directed the Board's attention to the Consent Agenda and asked if there were any items to be removed and heard separately.

3. CONSENT AGENDA**3.1 Board Minutes:****a. Regular Meeting of March 10, 2021****3.2 Correspondence:****a. Board Member Julie Van Roekel Letter of Resignation, effective May 13, 2021.****3.3 Payment of Bills/Disbursements (Warrants and Checks Report) – Payroll Checks and Payables Checks #052191 to and including #052273; and Check #900640 to and including #900649 in the total amount of \$162,311.64 including reported refunds and voided checks.****3.4 Ratify amended Pacific Gas & Electric (PG&E) agreement for usage of the Terry Ashe Recreation Center for Public Safety Power Shut Off Events.****3.5 Information Items (Acceptance Only):****A. Safety Committee Meeting Draft Minutes of March 18, 2021**

Chairperson Bellefeuille requested that item 3.2a – Board Member Julie Van Roekel Letter of Resignation, effective May 13, 2021 be removed and heard separately.

Chairperson Bellefeuille stated she would entertain a motion on the remaining Consent Agenda items.

MOTION:

Vice Chairperson Rodowick moved to approve the remaining Consent Agenda items as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

Chairperson Bellefeuille directed the Board's attention to item 3.2a – Board Member Julie Van Roekel Letter of Resignation, effective May 13, 2021 and commented it is with regret that the Board approves Board Member Van Roekel's letter of resignation, effective May 13, 2021. The Board concurred and echoed their regrets also but wished her well.

MOTION:

Chairperson Bellefeuille moved to approve Consent Agenda item 3.2a as presented. The motion was seconded by Vice Chairperson Rodowick and carried with 4 ayes, 1 abstention.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, abstain; and Director Al McGreehan, aye.

4. COMMITTEE REPORTS

4.1 Finance Committee (Rodowick/McGreehan) – The Committee met on March 11, 2021 to (1) review reserve resolution and policy; (2) review potential investment portfolio for Board consideration; and (3) oral report of the 2021-2022 draft budget.

Committee Chairperson Rodowick summarized the written report presented to the Board. The Board concurred to receive this report as presented.

4.2 Recreation and Park Committee (Anderson/Rodowick) – The Committee met on April 6, 2021 to (1) review revised park plans for Lakeridge and Noble Parks – Park updated design plans for Noble Park and Lakeridge Park have been developed based on public input gathered since December 2019; and (2) in Closed Session – Potential interest in real estate negotiations related to park expansion within District boundaries.

Committee Chairperson Anderson summarized the written report presented to the Board. The Board concurred to receive this report as presented.

4.3 Finance Committee (Rodowick/McGreehan) – The Committee met on April 8, 2021 to (1) continue review of Reserve Policy and resolution for Board consideration and possible approval; and (2) review 2021-2022 draft budget and short- and long-term capital improvements.

Committee Chairperson Rodowick provided the Board with an oral report stating the Reserve Policy will be heard in New Business for possible Board consideration and approval. The Board concurred to receive this report as presented.

5. REPORTS

5.1 District Report

Staff reports were provided by District Manager Dan Efseaff, Assistant District Manager Kristi Sweeney, Park Supervisor Mark Cobb, District Accountant Catherine Merrifield, Recreation Supervisors Jeff Dailey and Scott Amick, and Recreation Specialist Jess Mercer.

5.2 Board Liaison Reports (Oral Reports)

- Director McGreehan reported he attended a LAFCO meeting on April 1, 2021 where the proposed 2021-2022 budget was adopted.

- Director Bellefeuille reported she attended a Regenerating Paradise meeting where they met with other districts to see their models on cultural hubs.

5.3 Review 2021-2022 Draft Budget

District Manager Efseaff provided a brief oral report supplementing the written documentation presented to the Board.

6. CLOSED SESSION - None

7. OLD BUSINESS

7.1 **Amended TNC Cooperative and Second Task Agreements – Staff is seeking to align the Cooperative Agreement and Second Task Agreement dates to allow full use of the \$100,000 in grant funds.**

District Manager summarized the written information presented to the Board. After a brief discussion Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director McGreehan moved that the Board of Directors authorize the District Manager to work with The Nature Conservancy to amend the agreement dates as presented to allow for the full use of funds under the recently approved second task agreement; and (2) authorize the District Manager to sign the amended Cooperative and Second Task Agreements on behalf of the District. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

8. NEW BUSINESS

8.1 **LAFCO 2021 Election Ballot – The PRPD Board of Directors will consider voting for one candidate for a Regular Non-Enterprise Member and one candidate for an Alternate Enterprise/Non-Enterprise Member listed on the ballot or choose to vote for a write-in candidate. Deadline to submit ballot is May 14, 2021.**

Director McGreehan summarized the process and also stated his desire to continue serving on the LAFCO commission.

After a brief discussion, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Chairperson Bellefeuille moved to cast a vote for Al McGreehan, Regular Non-Enterpriser Member and Larry Bradley, Alternate Enterprise/Non-Enterprise Member. The motion was seconded by Director Van Roekel and carried with 4 ayes, 1 abstention.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, abstain.

The Board recognized the publishing of the April 14, 2021 Supplemental Agenda concerning item 8.2.

- 8.2 Resolution 21-04-1-496 Finance Reserve Policy – As part of a series of actions to fortify the District’s financial position and to add transparency, staff have been working with the Finance Committee and California Special Districts Association to develop a Reserve Policy. The policy sets guidelines for saving, using, and reporting funds. This follows previous actions to develop a Financial Investments Policy and authorized staff to open new accounts. The investment and reserve policies for special districts will increase transparency and ensure greater compliance with Governmental Accounting Stands Board Statement No. 54.**

District Accountant Merrifield summarized the written report presented to the Board. The Board had open discussion with staff and Finance Committee members Rodowick and McGreehan.

Seeing no additional comments, Chairperson Bellefeuille stated she would entertain a motion.

MOTION:

Director Van Roekel moved that the Board of Directors approve Resolution #21-04-496 adopting the Finance Reserve Policy as presented. The motion was seconded by Secretary Anderson and carried unanimously with 5 ayes.

ROLL CALL VOTE:

Chairperson Mary Bellefeuille, aye; Vice Chairperson Steve Rodowick, aye; Secretary Robert Anderson, aye; Director Julie Van Roekel, aye; and Director Al McGreehan, aye.

9. BOARD COMMENT:

Vice Chairperson Rodowick requested that Board members and staff attend the May meeting in person to celebrate Director Van Roekel.

10. ADJOURNMENT:

Seeing no further business, the regular meeting of the Paradise Recreation and Park District Board of Directors was adjourned at 7:34 p.m. by Chairperson Bellefeuille until the next regular Board meeting scheduled on May 12, 2021 at 6:00 p.m. in Conference Room B, at the Terry Ashe Recreation Center, (6626 Skyway, Paradise, California).

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary



Butte County Fish & Game Commission

25 County Center Drive, Suite 200
Oroville, CA 95965
530-570-5474

Commission Members

Greg Kostick
Charles Kyle
Andy Wood
Howard Hamman
Chuck Giles
Caryn Maier, Secretary

March 29, 2021

Jeff Dailey
Paradise Recreation and Park District
6626 Skyway
Paradise, CA 95969

Dear Jeff,

Congratulations! The Paradise Recreation and Park District has received a grant from the Butte County Fish & Game Commission for fiscal year 2021-22 in the amount of \$2,500.00 for your "Kid's Fishing Day at Paradise Lake".

I have included a general claim form for you to itemize your expenses. All receipts must be dated between July 1, 2021 and June 30, 2022 and must be directly related to the project described in your grant application, specifically for the purchase of fish. A final report of the grant project including a final budget must be submitted with your claim.

In addition, I have included **two grant agreements** specific to your project. **Please sign and return both to me before April 15, 2021.**

Please mail your claim directly to Caryn Maier, Secretary, Butte County Fish & Game Commission, P.O. Box 2894, Paradise, CA 95967.

The Commission would like to welcome presentations from grantees at the April, July, and October meetings. Please contact me in advance if you wish to be placed on our agenda. If you have any questions you may contact me at 530-570-5474 or maierphoto@hotmail.com.

Best Regards,

A handwritten signature in blue ink that reads "Caryn Maier".

Caryn Maier
Secretary, Butte County Fish & Game Commission

PARADISE RECREATION & PARK DISTRICT
 COUNTY MONTHLY CHECK REGISTER

Fund 2510

April

| CHECK | ISSUE DATE | VOID | PAYEE | SALARY AND BENEFITS | SERVICE SUPPLIES | FIXED ASSETS | NET CHECK | NOTES |
|----------------|------------|------|------------------------------|---------------------|------------------|--------------|-----------|-------|
| ***** | | | | | | | | |
| 052274-052288 | 4/7/2021 | | Payroll Summary | 10,568.64 | 0.00 | 0.00 | 10,568.64 | |
| ***** | | | | | | | | |
| Direct Deposit | 4/7/2021 | | Payroll Summary | 16,039.44 | 0.00 | 0.00 | 16,039.44 | |
| ***** | | | | | | | | |
| 052320-052334 | 4/21/2021 | | Payroll Summary | 11,504.80 | 0.00 | 0.00 | 11,504.80 | |
| ***** | | | | | | | | |
| Direct Deposit | 4/21/2021 | | Payroll Summary | 16,730.09 | 0.00 | 0.00 | 16,730.09 | |
| ***** | | | | | | | | |
| 052289 | 4/9/2021 | | MELTON DESIGN GROUP | | 17,710.00 | | 17,710.00 | A |
| 052290 | 4/9/2021 | | LORRENNIS LEEDS | | 25.00 | | 25.00 | B |
| 052291 | 4/9/2021 | | TYLER WOODCOX | | 42.91 | | 42.91 | B |
| 052292 | 4/9/2021 | | DSM INC | | 300.00 | | 300.00 | |
| 052293 | 4/9/2021 | | VERIZON WIRELESS | | 79.33 | | 79.33 | |
| 052294 | 4/9/2021 | | O'REILLY AUTO PARTS | | 97.82 | | 97.82 | |
| 052295 | 4/9/2021 | | NORTH STATE GROCERY INC | | 162.56 | | 162.56 | |
| 052296 | 4/9/2021 | | NORTH STATE SCREENPRINTING | | 139.29 | | 139.29 | |
| 052297 | 4/9/2021 | | KEN'S PARADISE HITCH & WELD | | 225.87 | | 225.87 | |
| 052298 | 4/9/2021 | | PARADISE IRRIGATION DISTRICT | | 1,525.54 | | 1,525.54 | |
| 052299 | 4/9/2021 | | PARADISE RECREATION & PARKS | 16,039.44 | | | 16,039.44 | C |
| 052300 | 4/9/2021 | | DE LAGE LANDEN FINANCIAL | | 223.49 | | 223.49 | |
| 052301 | 4/9/2021 | | ACME TOILET RENTALS LLC | | 414.40 | | 414.40 | |
| 052302 | 4/9/2021 | | JC NELSON SUPPLY CO | | 1,293.08 | | 1,293.08 | |
| 052303 | 4/9/2021 | | VOYA INSTITUTIONAL TRUST CO | 340.00 | | | 340.00 | |
| 052304 | 4/16/2021 | | THOMAS ACE HARDWARE | | 1,936.98 | | 1,936.98 | |
| 052305 | 4/16/2021 | | CHICO RENT A FENCE | | 432.00 | | 432.00 | |
| 052306 | 4/16/2021 | | BRIAN MCCOSLIN | | 372.46 | | 372.46 | D |
| 052307 | 4/16/2021 | | BUTTE COUNTY | | 1,273.75 | | 1,273.75 | |
| 052308 | 4/16/2021 | | TURF RENOVATION MACHINERY | | | 14,433.11 | 14,433.11 | E |
| 052309 | 4/16/2021 | | VERIZON WIRELESS | | 374.77 | | 374.77 | |
| 052310 | 4/16/2021 | | FGL ENVIRONMENTAL | | 272.00 | | 272.00 | |
| 052311 | 4/16/2021 | | CARDMEMBER SERVICE | | 235.88 | | 235.88 | |
| 052312 | 4/16/2021 | | EWING | | 1,513.59 | | 1,513.59 | |
| 052313 | 4/16/2021 | | KELLER SUPPLY COMPANY | | 861.81 | | 861.81 | |
| 052314 | 4/16/2021 | | UPMQUA BANK | | 9,964.27 | | 9,964.27 | |
| 052315 | 4/16/2021 | | ROSS RECREATION EQUIPMENT | | 4,752.63 | | 4,752.63 | |
| 052316 | 4/16/2021 | | FOOTHILL MILL & LUMBER CO | | 296.23 | | 296.23 | |
| 052317 | 4/16/2021 | | OFFICE DEPOT | | 873.44 | | 873.44 | |
| 052318 | 4/16/2021 | | ACCULARM SECURITY SYSTEMS | | 550.00 | | 550.00 | |
| 052319 | 4/16/2021 | | RENTAL GUYS CHICO | | 787.10 | | 787.10 | |
| 052335 | 4/23/2021 | | VOYA INSTITUTIONAL TRUST CO | 340.00 | | | 340.00 | |
| 052336 | 4/23/2021 | | PREMIER ACCESS INSURANCE | 1,002.34 | | | 1,002.34 | |
| 052337 | 4/23/2021 | | PARADISE RECREATION & PARK | 16,730.09 | | | 16,730.09 | C |
| 052338 | 4/23/2021 | | INDUSTRIAL POWER PRODUCTS | | 122.61 | | 122.61 | |
| 052339 | 4/23/2021 | | TYLER WOODCOX | | 14.00 | | 14.00 | B |
| 052340 | 4/23/2021 | | CARTER LAW OFFICE | | 572.50 | | 572.50 | |
| 052341 | 4/23/2021 | | PG&E | | 5,033.66 | | 5,033.66 | |
| 052342 | 4/23/2021 | | GOLD COUNTRY HYDRAULIC | | 303.32 | | 303.32 | |
| 052343 | 4/23/2021 | | STREAMLINE | | 360.00 | | 360.00 | |

| | | | | | | |
|--------|-----------|------------------------------|-----------|--------|--|-----------|
| 052344 | 4/23/2021 | BUTTE COUNTY NEAL ROAD | | 42.95 | | 42.95 |
| 052345 | 4/23/2021 | MEEK'S LUMBER & HARDWARE | | 479.69 | | 479.69 |
| 052346 | 4/23/2021 | HOLIDAYGOO | | 152.98 | | 152.98 |
| 052347 | 4/23/2021 | CLARK PEST CONTROL | | 530.00 | | 530.00 |
| 052348 | 4/23/2021 | NORTHSTATE AGGREGATE INC | | 495.65 | | 495.65 |
| 052349 | 4/23/2021 | NORTHERN RECYCLING & WASTE | | 707.89 | | 707.89 |
| 052350 | 4/23/2021 | AT&T | | 37.85 | | 37.85 |
| 052351 | 4/23/2021 | WILSON PRINTING | | 22.52 | | 22.52 |
| 900650 | 4/2/2021 | ACH CALPERS | 4,641.81 | | | 4,641.81 |
| 900651 | 4/2/2021 | ACH CALPERS | 12,294.92 | | | 12,294.92 |
| 900652 | 4/13/2021 | ACH STATE PR TAX | 954.75 | | | 954.75 |
| 900653 | 4/13/2021 | ACH FED PR TAX | 7,343.54 | | | 7,343.54 |
| 900654 | 4/13/2021 | ACH CALIFORNIA STATE DISBURS | 118.61 | | | 118.61 |
| 900655 | 4/23/2021 | ACH STATE PR TAX | 1,025.86 | | | 1,025.86 |
| 900656 | 4/23/2021 | ACH FED PR TAX | 7,756.40 | | | 7,756.40 |
| 900657 | 4/23/2021 | ACH CALPERS | 4,744.08 | | | 4,744.08 |
| 900658 | 4/23/2021 | ACH CALPERS | 2,138.69 | | | 2,138.69 |
| 900659 | 4/23/2021 | ACH CALIFORNIA STATE DISBURS | 118.61 | | | 118.61 |
| 900660 | 4/30/2021 | ACH CALPERS | 4,964.71 | | | 4,964.71 |

| | | | | | | | |
|---------------|--|--|--|------------------|------------------|------------------|-------------------|
| TOTALS | | | | 80,553.85 | 55,611.82 | 14,433.11 | 150,598.78 |
|---------------|--|--|--|------------------|------------------|------------------|-------------------|

| | | | | | | | |
|---------------------|--|--|--|-------------------|------------------|------------------|-------------------|
| GRAND TOTALS | | | | 102,627.29 | 55,611.82 | 14,433.11 | 172,672.22 |
|---------------------|--|--|--|-------------------|------------------|------------------|-------------------|

Notes:

- A) Payment for four invoices.
- B) Reimbursement
- C) Transferring funds to the Five Star Bank account for direct deposit payroll
- D) Petty cash replenishment check
- E) Ball park turf renovation machine - fixed asset



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

SAFETY COMMITTEE MEETING Report/Minutes

DRAFT

- DATE:** April 15, 2021 at 8:30 a.m.
- LOCATION:** Terry Ashe Recreation Center – (Via TEAMS)
- ATTENDANCE:** Dan Efseaff, District Manager
Kristi Sweeney, Assistant District Manager
Jeff Dailey, Recreation Supervisor
Mark Cobb, Park Supervisor
Colleen Campbell, Office Manager
- ABSENT:** None
- FACILITATOR:** Jeff Dailey, Recreation Supervisor

#####

1. **MINUTES:**
 - By unanimous vote of the members present, the March 18, 2021 Safety Committee Minutes were approved.
2. **SAFETY AND HEALTH ISSUES DISCUSSED:**
 - a. THE FOLLOWING SAFETY MEETINGS WERE HELD:
 - March 25, 2021 Be Aware of Your Surroundings (Maintenance Staff Meeting)
by Theresa Casaulong, Park Maintenance
 - April 14, 2021 Face Mask Safety (Staff Mtg)
by Kristi Sweeney, Asst. District Manager
 - b. DOCUMENTED SITE INSPECTIONS, REPAIRS, AND OTHER ACCOMPLISHMENTS RELATED TO SAFETY:
 - Site Inspections completed since last meeting:
 - Crain Park completed 03/23/21
 - Next inspection(s) due:
 - Aquatic Pool
 - Oak Creek Park

- Moore Road Ballpark and Horse Arena
- Maintenance Safety Request Forms since last meeting:
 - Moore Road Ballpark – Trip hazards repaired – Completed 04/06/21
 - Aquatic Park – Trip hazards repaired – Completed 04/08/21
- c. ACCIDENT/INCIDENT REPORTS:
 - One incident was reported since last meeting for documentation purposes only
 - 03/31/21 Outside tree felling company worker injury at Bille Park (documentation only)
- d. WORKERS’ COMPENSATION REPORTS:
 - March 2021. No new claims since last meeting. One of the outstanding claims (hernia) is closing as the employee has been released to return to work. The remaining outstanding claim is from 2011.

3. MISCELLANEOUS:

- a. Injury and Illness Prevention Program Manual Revision Update:
The Committee reviewed the progress update presented on 3/23/21 by Lorrennis Leeds. Committee members will submit outstanding information to Ms. Leeds.

Next Safety Meeting Date: May 20, 2021

Facilitator: Dan Efseaff

Colleen Campbell, Safety Committee Secretary

Date:

cc: CAPRI
PRPD Board 05/12/21 – Draft Copy

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/Safety Committee/2021/SC_21_0415/Safety.Minutes.DRAFT_2021_0415.docx



DATE: 4/8/2021
TO: PRPD Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Finance Committee (Rodowick/McGreehan)
April 8, 2021 at 2:00 p.m.

Attendance: Committee Members: Steve Rodowick, Chairperson; and Al McGreehan, Member
Staff Members: Dan Euseff, District Manager; Kristi Sweeney, Assistant District Manager; and Catherine Merrifield, District Accountant

The Committee was called to order 2:05 p.m.

The Committee will meet to:

1. Continue review of Reserve Policy and Resolution for Board consideration and possible approval. [Supplemental Report]

Staff presented a revised draft Reserve Policy to the Finance Committee. Committee members suggested a several edits but concurred that the policy should be brought before the full Board for consideration and possible approval.

2. Review 2021-2022 Draft Budget and Short- and Long-Term Capital Improvements

Staff presented a copy of the draft budget. Committee members suggested lowering forecast program income by \$30,000-\$40,000, and asked questions about various budget categories. Chairperson Rodowick suggested staff prepare and present a budget narrative to supplement the budget worksheet at the next Finance Committee meeting.

The Committee adjourned at 3:27 p.m.

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Finance/2021/_FC_2021_0408/Finance.Committee.Report_2021.0408.docx
4/21/2021



DATE: 4/21/2021
TO: Board of Directors
FROM: Dan Efseaff, District Manager
SUBJECT: Personnel Committee Report

Attendance:

- Committee Members: Mary Bellefeuille, Chairperson; Julie Van Roekel, Member
- PRPD Staff: Dan Efseaff, District Manager

The meeting convened at 4:05 pm.

The Committee met in:

CLOSED SESSION:

1. Pursuant to California Government Code Section 54957, District Manager Evaluation and Employment Agreement

REPORT ON CLOSED SESSION:

The Committee reconvened the public meeting at 5:34 pm and reported that the Committee discussed with the District Manager the District Manager evaluation and employment agreement. The Committee requested staff schedule a follow-up meeting for Tuesday, April 27, 2021 at 4:00 p.m. via teleconference to continue discussions

The meeting adjourned at 5:35 pm.

https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Personnel/2021/PC_21.0420/PC.Committee Staff.Report.2021.0420.docx
4/21/2021



DATE: 4/28/2021
TO: Board of Directors
FROM: Dan Efseaff, District Manager
SUBJECT: Personnel Committee Report

Attendance:

- Committee Members: Mary Bellefeuille, Chairperson; Julie Van Roekel, Member
- PRPD Staff: Dan Efseaff, District Manager

The start of the meeting was delayed and convened at 4:24 pm.

The Committee met in:

CLOSED SESSION:

1. Pursuant to California Government Code Section 54957, District Manager Evaluation and Employment Agreement

REPORT ON CLOSED SESSION:

The Committee reconvened the public meeting at 5:48 pm and reported that the Committee discussed with the District Manager the District Manager evaluation and employment agreement.

The meeting adjourned at 5:50 pm.

https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Personnel/2021/PC_21.0427/PC.Committee Staff.Report.2021.0427.docx
4/30/2021

Staff Committee Report

April 22, 2021



DATE: 4/22/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Park and Recreation Committee Report
April 22, 2021

Attendance:

Committee Members: Robert Anderson, Chair;
PRPD Staff: Dan Efseaff, District Manager; Kristi Sweeney, Assistant District Manager;

The meeting convened at 3:02 pm.

The Committee will meet to:

1. **CLOSED SESSION: Pursuant to Government Code Section 54956.8 – Potential interest in real estate negotiations related to park expansion within District boundaries.**

The meeting moved to closed session at 3:08 pm.

Returned from closed session at 3:52 pm.

2. **REPORT ON CLOSED SESSION**

The Committee discussed and reviewed potential properties for potential acquisition, direction provided to staff.
No action at this time.

No public comment.

The meeting adjourned at 3:54 pm.

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Rec.Park/2021/RPC_21_0422/PR.Staff.Report_21.0422.docx
4/22/2021

Staff Committee Report

May 4, 2021



DATE: 5/4/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Park and Recreation Committee Report
May 4, 2021

Attendance:

Committee Members: Robert Anderson, Chair; Steve Rodowick, Member
PRPD Staff: Dan Efseaff, District Manager; Kristi Sweeney, Assistant District Manager; Jeff Dailey, Recreation Supervisor; and Scott Amick, Recreation Supervisor
Guests: Greg Melton and Patrick Farrar of Melton Design Group; Gina Schaefer and Gene for the 2018 Camp Fire Pet Memorial group; Ellen Michaels, PASH Board of Directors

The meeting convened at 4:07 pm.

The Committee will meet at Moore Road Ballfield at 4:00 p.m. and will proceed to Bille Park to:

1. Complete a site visit/ground truthing at these locations.
Staff met with Committee Members and guests at Moore Road Park to evaluate design plans for parking, traffic flow, restroom, playground and concession stand improvements. The group then traveled to Bille Park where staff, Committee Members and guests discussed the design plan and placement of the 2018 Camp Fire Pet Memorial and possible design plan expansion to include high ropes course, flow track, and pump track at upper portions of Bille Park. Staff and guests then reviewed the western boundary property line to assess conditions post-tree removal and survey that identified a large section of Bille Park property that had previously been fenced and associated with adjoining parcels.

No public comment.

The meeting adjourned at 6:11 pm.

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Rec.Park/2021/RPC_21_0504/PR.Staff.Report_21.0504.docx
5/5/2021



DATE: 5/3/2021
TO: PRPD Board of Directors (BOD)
FROM: Dan Efseaff, District Manager
SUBJECT: Monthly District Report

Monthly Report

1. Updates

- a. The Lutheran Church 4-Plex project will be using a water supply tank designed for an automatic fire sprinkler system with backflow prevention instead of installing a new water line.
- b. Population Updates - The Butte County Association of Governments (BCAG) estimates the 2020 PRPD population to be approximately 13,500. This estimate is based on the 2020 CA Dept of Finance (DOF) estimate of 4,631 for the Town of Paradise, and a calculation with the unincorporated area using the DOF persons per housing unit (2.11) and BCAG GIS housing unit total of 4,225. This will likely increase next week when DOF releases updated estimates. Census information may also provide a snapshot when available.
- c. BOD Vacancy – As of May 3, 2021 the District has received seven applications. Deadline to submit is May 28, 2021.

2. Administrative and Visitor Services

- a. The District is seeing an increase in park rentals and staff are processing these requests in compliance with our current COVID tier level (Orange) parameters.

3. Finance

- a. Routine Reports – Balance Sheet (Attachment A), Year to Date (YTD) Profit & Loss Budget vs. Actual (Attachment B), Monthly Profit & Loss (Attachment C), and Recovery Project for the Fiscal Year (Attachment D).
- b. Impact Fees - For the month of April, the District received a total of \$14,315.97 in impact fees.
- c. Investments – Five Star Bank Interest deposits for the month of March: Investment Money Market = \$14,589.59 and Grant Money Market = \$75.44.
- d. Updates
 - i. Program Income – The increase in program income is mainly due to reopening the Tiny Tots program as well as Paradise Lake Daily/Annual Pass sales and Gold Nugget Days Craft Fair booth sales.
 - ii. New 457 Benefit Plan – Started the process to open the new 457 employee investment plan. Employees will be able to contribute to the plan for their retirement.
 - iii. PRPD is contracting to have an actuarial study preformed on the CalPERS liabilities.

4. Parks (Maintenance and Operations)

It's been a busy month, two big post-fire cleanup projects have be completed just in time for COVID-19 restrictions being slowly lifted and the weather ideal for outdoor recreation. Our maintenance staff are working hard to our parks opened back up to the public ASAP.

- a. Bille Park Tree Removal - I'm happy to report that the CalOES Tree Removal Program has just about been completed. Though we may have lost some trees, we have in return gained some incredible vista views of Butte Creek Canyon. With the area now safe for staff to be working by the water feature, they have cleaned the small pond and are working on the surrounding landscape, making it even better than pre-fire (Figures 2-6). Unfortunately, the trail path leading out along the canyon will be requiring some additional work to ensure it's safe before we can open it to the public. Here is some information and data regarding Hazard Tree removal at Bille Park under the Camp Fire (DR-4407-CA) State Hazard Tree Removal Program (4407-HTRP):

- i. There were over 500 trees that were assessed and identified as presenting a hazard to public infrastructure.
 - ii. The park's steep terrain, unique environmental characteristics, and archeological assets called for the close coordination among key partners to develop a highly customized Hazard Tree Felling and Removal Plan to help protect worker safety, overcome technical challenges, minimize the environmental impact, and preserve cultural resources (see attached).
 - iii. The key partners included the Paradise Recreation and Parks District, the Town of Paradise, State Operations, State Assessment and Monitoring consultant (Arcadis), the State Licensed Timber Operator, a joint venture of Sukut/Odin/P31 /J W Bamford (SOPB), and our Federal Partners with FEMA and U.S. Army Corps of Engineers.
 - iv. Hazard Tree removal was accomplished over the course of approximately three (3) weeks, which began in late March 2021.
- b. Moore Road Softball Field Pole/Fixture Removal – In April staff negotiated with the insurance company to fund the removal of hazard wooden light poles and fixtures at Moore Road Park. With the hazard light poles and fixtures removed the District can begin allowing public use of the field for day games and practices. This is another facility that staff couldn't work on after the fire due to the high risk safety issues. I know some may have thought it didn't look that unsafe, but I have included pictures to show just how dangerous it actually was (Figures 7 & 8). The poles were nearly routed through and the support bracing for the lighting and ballast the same way. The good thing is, we can now start working on ballfield one (small field) and if all goes well, it should be ready for softball games by May 8th.

5. Programs

- a. Ridge Softball Appreciation Day – Willie Davidson is heading up this drop-in softball day at the Moore Road Ball Park for adult scrimmage play on Sunday, May 2. Men and women are invited to come on out to the ball park where they will be placed on teams. Individuals will pay a small fee at the park to help support the program. This program might continue throughout the summer in addition to leagues and tournaments.
- b. Kid's Fishing Day – This long running annual event at Paradise Lake has been a tradition on the ridge for over 20 years. This year's event which takes place on Saturday, May 15 is being organized by PRPD, replacing the annual event at Paradise Pond. The program will include largest fish contests, raffle prizes, food and drinks, and the celebration of Paradise Lake and the children on the ridge. Current sponsors include the Butte County Fish and Game Commission, Miller Glass, and FFF Sports. We will continue to gather sponsors and volunteers leading up to the event.
- c. Tiny Tots Preschool – All PRPD Staff can agree that it has been a pleasant sound to hear happy children back in Lori McCoslin's Tiny Tot program. Nine children are participating in the class on Mondays and Wednesdays at the TARC. On going classes will continue as the county continues to open.
- d. Lifeguard Training/Aquatics – After not offering a lifeguard training class in 2020, we will have two classes happening this spring at the Paradise Pool. The first class started April 30 and the second begins May 21. The classes are being promoted at PHS and Ridgeview among other places in hopes of securing guards for the Paradise Pool. Concow Pool Manager Emilia Erickson is heading up these American Red Cross certified classes. The Piranhas Swim Team will begin their swim season at the Paradise Pool on Monday, May 3 from 3:00 to 6:00pm. They were able to find a new coach and are excited to start the 2021 swim season that goes throughout the summer.

6. Outreach and Development

- a. CA Re-LEAF Grant – Staff were notified April 26, 2021 that a proposal submitted for a \$96,008 grant to the California Re-LEAF grant program was awarded funding. The District will have funds to purchase a water buffalo trailer for temporary irrigation (Figure 9), drip lines, hire an outside work crew to prepare parks for planting and then plant, and the purchase of 725 new trees and shrubs. The award also funds maintenance staff time for watering and installation of temporary drip irrigation system. The new trees and shrubs would be planted at Bille Park, Noble Park, Moore Road Park, and Lakeridge Park.
- b. AARP Grant – In April staff submitted a proposal for \$145,000 American Association of Retired Persons (AARP) Livable Communities grant to fund the purchase and installation of outdoor fitness equipment at Bille Park. Staff should receive notification of grant agency determination in June 2021. If awarded funding, purchase of equipment could begin July 28, 2021 and installation shortly thereafter.
- c. Sierra Nevada Conservancy (SNC) Grant – Purchase of the 8.92-acre parcel adjoining the Noble Park property funded by the SNC grant was finalized April 20, 2021. The SNC project timeline is being extended through October 2021 to complete Oak Creek and Noble Park management plans, post signs at each property acquired through

grant funding acknowledging the SNC and Prop 68 funds used to purchase the parcels, and delivery of final grant reports to the grant agency.

- d. Per Capita Parks Funding – Town of Paradise Staff approached staff on the prospects for transferring the Town's funding share under the Proposition 68 program (\$177,952). With a variety of projects in the pipeline for the District (Bille and Moore Park improvements, Noble Park development, reconstruction of the Aquatic Park rec building, and other items in development (new acquisitions, meeting and class space, alternative bike flow trail, etc.), we will have no issues finding a location to invest the funds within Paradise and the project may depend on timing and securing additional funds. With the District's allocation, this will bring up a total of \$355,904 available for projects starting in 2022.

7. Projects

a. Volunteer Program:

- i. Love Paradise Community volunteer event: April 30th - May 1, 2021. 9am – 12pm. Major volunteer event coordinated with Love Paradise; a community volunteer workforce up on the ridge. 11 crew leads have been actively working on prepping both sites for volunteer safety day of event. Site locations are;
- 1) Terry Ashe Recreation Center – Gardening (Figure 10)
 - 2) Paradise Lake – Fuel reduction and trail clean up (Figure 11)
- ii. Earth week: Boys and girls came out to Aquatic Park on April 21st and 22nd to help clean up the creek and duck pond. (Figure 12)
- iii. Information booth: Warm weather is back and so is the information booth at Paradise Lake! Volunteers and staff can provide the public with up-to-date District news when out at the facility. Great way to meet visitors face to face for those that may not have website or internet access.
- iv. Total number of Volunteer Hours to Date (VHD) - 1,192.36 Last report of VHD – 1,131.36
- Paradise Lake: 693.76
 - Moore Road Ball Park: 21
 - Bille: 89.5
 - Noble: 73
 - Lakeridge: 72
 - Crain Memorial Park: 199.1
 - Terry Ashe Recreation Center: 44

Photographs



Figure 1. Poppies at TARC



Figure 2. Bille Park canyon view before tree removal



Figure 3. Bille Park canyon view after tree removal



Figure 4. Bille Park gazebo before tree removal



Figure 5. Bille Park gazebo after tree removal



Figure 6. Crew member Theresa and AWFD worker Lonnie did an incredible job cleaning up the water feature at Bille Park



Figure 7. Hazard poles on the ground



Figure 8. Cross-arms and fixtures on the ground



Figure 9. 500-Gallon water buffalo trailer



Figure 10. TARC prep work – Crew leads and staff



Figure 11. Paradise Lake vegetation and trail clean up



Figure 12. Earth week – Aquatic park, Boys and Girls club

Attachments:

- A. Financials – Balance Sheet
- B. Financials – Profit & Loss Budget vs. Actual
- C. Financials – Profit & Loss April 2021
- D. Financials – Recovery Project
- E. CAPRI Member Update – April 2021

PRPD
Balance Sheet
As of April 30, 2021

| | Apr 30, 21 |
|--|----------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1000 · Mechanics Bank - Operating | 120,756.58 |
| 1003 · Five Star Bank - Payroll | 20,001.95 |
| 1005 · Petty Cash | 300.00 |
| 1008 · North Valley Community Found | 2,177.12 |
| 1010 · Treasury Cash - 2510 | |
| 1011 · General Operating | -643,597.27 |
| 1012 · ACO Reserve | 606,700.00 |
| 1013 · General Reserve | 3,000.00 |
| 1014 · Deposits held for others | 1,000.00 |
| Total 1010 · Treasury Cash - 2510 | -32,897.27 |
| 1030 · Investments | |
| 1031 · Five Star Bank Money Market | 41,542,523.25 |
| 1032 · Five Star Bank Grant M. M. | 215,461.97 |
| Total 1030 · Investments | 41,757,985.22 |
| 1100 · Designated Treasury Funds | |
| 1112 · Grosso Endowment-2512 | 53,632.13 |
| 1113 · Grosso Scholarship-2513 | 4,619.16 |
| 1114 · Designated Donations-2514 | |
| 1114-1 · Bille Park Donations | 125.00 |
| 1114-10 · Swim Scholarship Fund | 997.82 |
| 1114-11 · Dog Park Donations | 2,874.61 |
| 1114-12 · Coutolenc Camp Fund | 1,452.89 |
| 1114-13 · Ice Rink Donations | 49,213.83 |
| 1114-14 · General Donations | 6,100.49 |
| 1114-2 · Bike Park Fund | 1,500.00 |
| 1114-3 · Lakeridge Park Donations | 3,050.00 |
| 1114-4 · Sports Equipment Donations | |
| 1114-41 · Wrestling Mat fund | 773.60 |
| Total 1114-4 · Sports Equipment Donations | 773.60 |
| 1114-5 · Pam Young Fund | 1,000.00 |
| 1114-6 · Easter Egg Scholarships | 4,658.61 |
| 1114-7 · Child-Youth Scholarships | 10.00 |
| 1114-8 · McGreehan Children's Schlshp | 1,458.00 |
| 1114-9 · Skate Park Fund | 3,044.36 |
| 1114 · Designated Donations-2514 - Other | 223.24 |
| Total 1114 · Designated Donations-2514 | 76,482.45 |
| Total 1100 · Designated Treasury Funds | 134,733.74 |
| 1119 · Impact Fees | |
| 1120 · Sub Div Fees - 2520 | 8,236.81 |
| 1121 · Park Acqui Unincorp - 2521 | 59,997.18 |
| 1122 · Park Dev Unincorp - 2522 | 114,110.35 |
| 1124 · District Fac Unincorp - 2524 | 49,090.81 |
| 1126 · Park Acqui Incorp - 2526 | 137,430.15 |
| 1127 · Park Dev Incorp - 2527 | 407,228.71 |
| 1128 · District Fac Incorp - 2528 | 80,106.45 |
| Total 1119 · Impact Fees | 856,200.46 |
| Total Checking/Savings | 42,859,257.80 |
| Other Current Assets | |
| 1310 · Miscellaneous Receivables | 20,504.10 |
| 1400 · Interest Receivable | |
| 1410 · Interest Receivable | 2,786.80 |
| 1413 · Interest Receivable - 2513 | 222.58 |

PRPD
Balance Sheet
 As of April 30, 2021

| | Apr 30, 21 |
|--|----------------------|
| 1420 · Interest Receivable - 2520 | 2,452.18 |
| Total 1400 · Interest Receivable | 5,461.56 |
| 1500 · FMV Adjustments | |
| 1510 · FMV Adjustment-2510 | 13,599.33 |
| 1512 · FMV Adjustment-2512 | 2,420.78 |
| 1513 · FMV Adjustment-2513 | 11,997.91 |
| 1500 · FMV Adjustments - Other | 1,978.92 |
| Total 1500 · FMV Adjustments | 29,996.94 |
| Total Other Current Assets | 55,962.60 |
| Total Current Assets | 42,915,220.40 |
| Fixed Assets | |
| 1710 · Land | 750,088.53 |
| 1720 · Buildings | 5,741,888.45 |
| 1730 · Furn., Fixtures & Equip (>\$5k) | 1,047,563.29 |
| 1798 · Accum Depr - Furn Fixture Equip | -276,237.45 |
| 1799 · Accum Depr - Buildings | -4,241,039.94 |
| 1800 · Construction in Progress | |
| 1810 · CIP-Planning | |
| 1810.1 · CIP-BSF Founder Park Planning | 89,207.85 |
| Total 1810 · CIP-Planning | 89,207.85 |
| 1820 · CIP-Acquisition | |
| 1820.1 · Oak & Noble Acquisition | 18,347.50 |
| Total 1820 · CIP-Acquisition | 18,347.50 |
| 1830 · CIP-Development | |
| 1830.1 · CIP-Aquatic Park Lighting | 580.01 |
| Total 1830 · CIP-Development | 580.01 |
| Total 1800 · Construction in Progress | 108,135.36 |
| Total Fixed Assets | 3,130,398.24 |
| Other Assets | |
| 1900 · PCV Promissory Note | 300,322.00 |
| 1950 · Deferred Outflow - Pension | 159,962.00 |
| Total Other Assets | 460,284.00 |
| TOTAL ASSETS | 46,505,902.64 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2000 · Accounts Payable | 18,740.43 |
| Total Accounts Payable | 18,740.43 |
| Other Current Liabilities | |
| 2100 · Payroll Liabilities | |
| 2110 · Wages Payable | 37,267.96 |
| 2120 · Payroll Taxes Payable | 5,683.08 |
| 2130 · Health Benefits Payable | -713.43 |
| 2140 · FSA payable | -447.68 |
| 2170 · CalPers Payable | 8,308.50 |
| 2180 · Garnishments payable | -2.50 |
| 2190 · Accrued Leave Payable | |
| 2192 · Sick leave payable | 10,892.37 |
| 2193 · Vacation leave payable | 28,930.43 |
| | 28,930.43 |

PRPD
Balance Sheet
As of April 30, 2021

| | Apr 30, 21 |
|---|----------------------|
| Total 2190 · Accrued Leave Payable | 39,822.80 |
| Total 2100 · Payroll Liabilities | 89,918.73 |
| 2300 · Deposits - refundable | 1,000.00 |
| 2400 · Deferred Revenue | |
| 2430 · Deferred Inflow - Pension | 39,239.00 |
| 2440 · Deferred CIP Revenue | 209,025.08 |
| 2400 · Deferred Revenue - Other | -9,025.08 |
| Total 2400 · Deferred Revenue | 239,239.00 |
| Total Other Current Liabilities | 330,157.73 |
| Total Current Liabilities | 348,898.16 |
| Long Term Liabilities | |
| 2800 · Post Employment benefits | 34,236.00 |
| 2805 · CalPers Pension Liability | 359,790.00 |
| Total Long Term Liabilities | 394,026.00 |
| Total Liabilities | 742,924.16 |
| Equity | |
| 2030 · Designated for Petty Cash | 300.00 |
| 3000 · General Fund Balances-2510 | |
| 3010 · General Fund Available | 291,149.99 |
| 3030 · General Reserve | 3,000.00 |
| 3050 · Designated Capital Outlay | 606,700.00 |
| Total 3000 · General Fund Balances-2510 | 900,849.99 |
| 3100 · Net of Capital Investments | 2,646,058.58 |
| 3200 · Designated Fund Balances | |
| 3212 · Grosso Endowment-2512 | 54,619.72 |
| 3213 · Grosso Scholarship-2513 | 4,926.80 |
| 3214 · Donations - 2514 | 74,766.17 |
| 3220 · Impact Fees | 790,446.35 |
| Total 3200 · Designated Fund Balances | 924,759.04 |
| 3280 · Invest. in General Fixed Assets | -140,627.23 |
| 3900 · Retained Earnings | 1,602,569.54 |
| 3999 · Opening Balance Equity | 99.20 |
| Net Income | 39,828,969.36 |
| Total Equity | 45,762,978.48 |
| TOTAL LIABILITIES & EQUITY | 46,505,902.64 |

Profit & Loss Budget vs. Actual

July 2020 through April 2021

| | Jul '20 - Apr 21 | Budget | \$ Over Budget | % of Budget |
|---|----------------------|---------------------|----------------------|-----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4100 · Tax Revenue | 1,420,632.65 | 1,677,300.00 | -256,667.35 | 84.7% |
| 4200 · Impact Fee revenue | 139,985.09 | 113,000.00 | 26,985.09 | 123.9% |
| 4300 · Program Income | 59,084.33 | 227,500.00 | -168,415.67 | 26.0% |
| 4350 · Concession & Merchandise sales | 158.00 | 2,100.00 | -1,942.00 | 7.5% |
| 4400 · Donation & Fundraising Income | 4,115.15 | 61,000.00 | -56,884.85 | 6.7% |
| 4401 · Scholarships Granted | 0.00 | 0.00 | 0.00 | 0.0% |
| 4500 · Grant Income | 0.00 | 12,500.00 | -12,500.00 | 0.0% |
| 4600 · Other Revenue | 39,497,531.16 | 5,500.00 | 39,492,031.16 | 718,136.9% |
| 4900 · Interest Income | 209,488.69 | 18,600.00 | 190,888.69 | 1,126.3% |
| Total Income | 41,330,995.07 | 2,117,500.00 | 39,213,495.07 | 1,951.9% |
| Gross Profit | 41,330,995.07 | 2,117,500.00 | 39,213,495.07 | 1,951.9% |
| Expense | | | | |
| 5000 · Payroll Expenses | | | | |
| 5010 · Wages & Salaries | 760,905.92 | 1,077,800.00 | -316,894.08 | 70.6% |
| 5020 · Employer Taxes | 58,520.08 | 60,000.00 | -1,479.92 | 97.5% |
| 5030 · Employee Benefits | | | | |
| 5030.1 · Retired Health Premium Employer | 10,669.65 | | | |
| 5030.2 · Admin Fee for Active | 227.26 | | | |
| 5030.3 · Admin Fee for Retired | 76.81 | | | |
| 5030 · Employee Benefits - Other | 151,343.13 | 180,000.00 | -28,656.87 | 84.1% |
| Total 5030 · Employee Benefits | 162,316.85 | 180,000.00 | -17,683.15 | 90.2% |
| 5040 · Workers Comp Expense | 34,768.25 | 55,000.00 | -20,231.75 | 63.2% |
| 5060 · Other Personnel Costs | 4,754.81 | 15,800.00 | -11,045.19 | 30.1% |
| Total 5000 · Payroll Expenses | 1,021,265.91 | 1,388,600.00 | -367,334.09 | 73.5% |
| 5100 · Program Expenses | | | | |
| 5110 · Concession & Merchandise Exp. | 0.00 | 8,900.00 | -8,900.00 | 0.0% |
| 5120 · Program Contract Labor | 850.00 | 5,000.00 | -4,150.00 | 17.0% |
| 5130 · Program Supplies | 20,872.41 | 26,500.00 | -5,627.59 | 78.8% |
| Total 5100 · Program Expenses | 21,722.41 | 40,400.00 | -18,677.59 | 53.8% |
| 5200 · Advertising & Promotion | 3,529.62 | 10,800.00 | -7,270.38 | 32.7% |
| 5210 · Bad Debt | 0.00 | 0.00 | 0.00 | 0.0% |
| 5220 · Bank & Merchant Fees | 5,313.59 | 4,600.00 | 713.59 | 115.5% |
| 5230 · Contributions to Others | 3,855.50 | 15,100.00 | -11,244.50 | 25.5% |
| 5240 · Copying & Printing | 1,731.11 | 3,000.00 | -1,268.89 | 57.7% |
| 5260 · Dues, Mbrshps, Subscr, & Pubs | 35,329.38 | 15,000.00 | 20,329.38 | 235.5% |
| 5270 · Education, Training & Staff Dev | 304.12 | 11,000.00 | -10,695.88 | 2.8% |
| 5280 · Equip., Tools & Furn (<\$5k) | | | | |
| 5282 · Office ET&F | 2,910.26 | 15,000.00 | -12,089.74 | 19.4% |
| 5284 · Program ET&F | 964.31 | 10,000.00 | -9,035.69 | 9.6% |
| 5286 · Small Tools & Equipment | 16,413.54 | 5,500.00 | 10,913.54 | 298.4% |
| 5280 · Equip., Tools & Furn (<\$5k) - Other | 52.80 | | | |
| Total 5280 · Equip., Tools & Furn (<\$5k) | 20,340.91 | 30,500.00 | -10,159.09 | 66.7% |
| 5290 · Equipment Rental | 11,365.47 | 92,100.00 | -80,734.53 | 12.3% |
| 5300 · Insurance | 72,907.00 | 56,000.00 | 16,907.00 | 130.2% |
| 5310 · Interest Expense | 206.74 | 900.00 | -693.26 | 23.0% |
| 5320 · Miscellaneous Expense | 5.00 | 400.00 | -395.00 | 1.3% |
| 5330 · Professional & Outside services | | | | |
| 5332 · Accounting | 53,555.20 | 24,000.00 | 29,555.20 | 223.1% |
| 5334 · Legal | 6,180.30 | 25,000.00 | -18,819.70 | 24.7% |
| 5336 · Engineering | 4,185.00 | 100,000.00 | -95,815.00 | 4.2% |
| 5338 · Other Prof. & Outside Labor | 50,882.24 | 136,000.00 | -85,117.76 | 37.4% |
| Total 5330 · Professional & Outside services | 114,802.74 | 285,000.00 | -170,197.26 | 40.3% |
| 5340 · Postage & Delivery | 629.61 | 2,000.00 | -1,370.39 | 31.5% |
| 5350 · Rent-Facility use fees | 3,821.25 | 9,500.00 | -5,678.75 | 40.2% |

PRPD
Profit & Loss Budget vs. Actual
July 2020 through April 2021

| | Jul '20 - Apr 21 | Budget | \$ Over Budget | % of Budget |
|--|----------------------|---------------------|----------------------|-------------------|
| 5360 · Repair & Maintenance | | | | |
| 5361 · Building R&M | 1,370.23 | 13,000.00 | -11,629.77 | 10.5% |
| 5362 · Equipment R&M | 3,379.62 | 18,000.00 | -14,620.38 | 18.8% |
| 5363 · General R&M | 26,451.59 | 10,000.00 | 16,451.59 | 264.5% |
| 5364 · Grounds R&M | 15,774.93 | 40,000.00 | -24,225.07 | 39.4% |
| 5365 · Pool R&M | 14,048.08 | 18,000.00 | -3,951.92 | 78.0% |
| 5366 · Vehicle R&M | 7,225.14 | 10,000.00 | -2,774.86 | 72.3% |
| 5367 · Janitorial | 7,328.63 | 10,510.00 | -3,181.37 | 69.7% |
| 5368 · Security | 2,506.85 | 5,000.00 | -2,493.15 | 50.1% |
| 5369 · Vandalism | 92.90 | 500.00 | -407.10 | 18.6% |
| Total 5360 · Repair & Maintenance | 78,177.97 | 125,010.00 | -46,832.03 | 62.5% |
| 5370 · Supplies - Consumable | | | | |
| 5372 · Office Supplies | 5,936.25 | 8,500.00 | -2,563.75 | 69.8% |
| 5374 · Safety & staff supplies | 9,127.12 | 5,000.00 | 4,127.12 | 182.5% |
| Total 5370 · Supplies - Consumable | 15,063.37 | 13,500.00 | 1,563.37 | 111.6% |
| 5380 · Taxes, Lic., Notices & Permits | 4,704.06 | 3,000.00 | 1,704.06 | 156.8% |
| 5390 · Telephone & Internet | 13,160.33 | 25,000.00 | -11,839.67 | 52.6% |
| 5400 · Transportation, Meals & Travel | | | | |
| 5402 · Air, Lodging & Other Travel | 0.00 | 6,000.00 | -6,000.00 | 0.0% |
| 5404 · Fuel | 12,761.85 | 16,300.00 | -3,538.15 | 78.3% |
| 5406 · Meals | 854.21 | 2,400.00 | -1,545.79 | 35.6% |
| 5408 · Mileage & Auto Allowance | 0.00 | 4,300.00 | -4,300.00 | 0.0% |
| Total 5400 · Transportation, Meals & Travel | 13,616.06 | 29,000.00 | -15,383.94 | 47.0% |
| 5410 · Utilities | | | | |
| 5412 · Electric & Gas | 33,093.32 | 66,000.00 | -32,906.68 | 50.1% |
| 5414 · Water | 16,579.04 | 20,000.00 | -3,420.96 | 82.9% |
| 5416 · Garbage | 10,501.20 | 11,000.00 | -498.80 | 95.5% |
| Total 5410 · Utilities | 60,173.56 | 97,000.00 | -36,826.44 | 62.0% |
| Total Expense | 1,502,025.71 | 2,257,410.00 | -755,384.29 | 66.5% |
| Net Ordinary Income | 39,828,969.36 | -139,910.00 | 39,968,879.36 | -28,467.6% |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 9999 · Misc. Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Other Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Net Other Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Net Income | 39,828,969.36 | -139,910.00 | 39,968,879.36 | -28,467.6% |

PRPD
Profit & Loss
April 2021

| | Apr 21 |
|---|------------|
| Ordinary Income/Expense | |
| Income | |
| 4200 · Impact Fee revenue | 14,315.97 |
| 4300 · Program Income | 12,799.50 |
| 4400 · Donation & Fundraising Income | 119.70 |
| 4600 · Other Revenue | 2,483.73 |
| 4900 · Interest Income | 14,666.13 |
| Total Income | 44,385.03 |
| Gross Profit | 44,385.03 |
| Expense | |
| 5000 · Payroll Expenses | |
| 5010 · Wages & Salaries | 77,724.87 |
| 5020 · Employer Taxes | 5,602.47 |
| 5030 · Employee Benefits | |
| 5030.1 · Retired Health Premium Employer | 858.00 |
| 5030.2 · Admin Fee for Active | 26.45 |
| 5030.3 · Admin Fee for Retired | 8.49 |
| 5030 · Employee Benefits - Other | 16,497.04 |
| Total 5030 · Employee Benefits | 17,389.98 |
| 5040 · Workers Comp Expense | 0.00 |
| Total 5000 · Payroll Expenses | 100,717.32 |
| 5100 · Program Expenses | |
| 5130 · Program Supplies | 3,241.02 |
| Total 5100 · Program Expenses | 3,241.02 |
| 5200 · Advertising & Promotion | 64.41 |
| 5220 · Bank & Merchant Fees | 588.15 |
| 5240 · Copying & Printing | 1,704.22 |
| 5260 · Dues, Mbrshps, Subscr, & Pubs | 5,541.72 |
| 5270 · Education, Training & Staff Dev | -50.00 |
| 5280 · Equip., Tools & Furn (<\$5k) | |
| 5282 · Office ET&F | 53.86 |
| 5286 · Small Tools & Equipment | 993.90 |
| 5280 · Equip., Tools & Furn (<\$5k) - Other | 52.80 |
| Total 5280 · Equip., Tools & Furn (<\$5k) | 1,100.56 |
| 5290 · Equipment Rental | 1,371.44 |
| 5330 · Professional & Outside services | |
| 5332 · Accounting | 56.00 |
| 5334 · Legal | 1,350.00 |
| 5338 · Other Prof. & Outside Labor | 4,576.99 |
| Total 5330 · Professional & Outside services | 5,982.99 |
| 5340 · Postage & Delivery | 220.00 |
| 5350 · Rent-Facility use fees | 1,273.75 |
| 5360 · Repair & Maintenance | |
| 5361 · Building R&M | 2.40 |
| 5362 · Equipment R&M | 517.20 |
| 5363 · General R&M | 1,267.82 |
| 5364 · Grounds R&M | 6,623.02 |
| 5365 · Pool R&M | 2,951.96 |
| 5366 · Vehicle R&M | 73.53 |
| 5367 · Janitorial | 153.85 |
| 5368 · Security | 84.30 |
| Total 5360 · Repair & Maintenance | 11,674.08 |
| 5370 · Supplies - Consumable | |
| 5372 · Office Supplies | 943.36 |

1:59 PM

05/03/21

Accrual Basis

PRPD
Profit & Loss
April 2021

| | <u>Apr 21</u> |
|--|-------------------|
| 5374 · Safety & staff supplies | 202.85 |
| Total 5370 · Supplies - Consumable | 1,146.21 |
| 5380 · Taxes, Lic., Notices & Permits | 164.73 |
| 5390 · Telephone & Internet | 1,267.14 |
| 5400 · Transportation, Meals & Travel | |
| 5404 · Fuel | 2,112.13 |
| 5406 · Meals | 77.73 |
| Total 5400 · Transportation, Meals & Travel | 2,189.86 |
| 5410 · Utilities | |
| 5412 · Electric & Gas | 5,033.66 |
| 5416 · Garbage | 707.89 |
| Total 5410 · Utilities | 5,741.55 |
| Total Expense | 143,939.15 |
| Net Ordinary Income | -99,554.12 |
| Net Income | -99,554.12 |

PRPD
Recovery Project
July 2020 through April 2021

| | Total Recovery Project |
|---|-------------------------------|
| Ordinary Income/Expense | |
| Income | |
| 4600 · Other Revenue | 935,790.78 |
| Total Income | 935,790.78 |
| Gross Profit | 935,790.78 |
| Expense | |
| 5280 · Equip., Tools & Furn (<\$5k) | |
| 5284 · Program ET&F | 284.24 |
| 5286 · Small Tools & Equipment | 3,225.24 |
| Total 5280 · Equip., Tools & Furn (<\$5k) | 3,509.48 |
| 5290 · Equipment Rental | 6,946.90 |
| 5330 · Professional & Outside services | |
| 5336 · Engineering | 2,985.00 |
| 5338 · Other Prof. & Outside Labor | 3,897.88 |
| Total 5330 · Professional & Outside services | 6,882.88 |
| 5360 · Repair & Maintenance | |
| 5362 · Equipment R&M | 2,167.04 |
| 5363 · General R&M | 14,699.74 |
| 5364 · Grounds R&M | 697.96 |
| 5365 · Pool R&M | 210.43 |
| 5366 · Vehicle R&M | 56.45 |
| 5368 · Security | 807.00 |
| Total 5360 · Repair & Maintenance | 18,638.62 |
| 5370 · Supplies - Consumable | |
| 5374 · Safety & staff supplies | 269.86 |
| Total 5370 · Supplies - Consumable | 269.86 |
| 5390 · Telephone & Internet | 35.89 |
| 5400 · Transportation, Meals & Travel | |
| 5404 · Fuel | 344.10 |
| Total 5400 · Transportation, Meals & Travel | 344.10 |
| 5410 · Utilities | |
| 5416 · Garbage | 2,022.18 |
| Total 5410 · Utilities | 2,022.18 |
| Total Expense | 38,649.91 |
| Net Ordinary Income | 897,140.87 |
| Net Income | 897,140.87 |



1075 Creekside Ridge Drive, Suite 240
Roseville, CA 95678

Phone: (916) 722-5550
Fax: (916) 722-5715
Website: capri-jpa.org

April 22, 2021

Attachment 5.1e

TO: CAPRI General Liability & Property Program Members
FROM: Matthew Duarte, Executive Director
RE: CAPRI Member Update - April 2021

Dear CAPRI Members:

I hope this letter finds you in good health and in good spirits. I know that the COVID-19 Pandemic has impacted and continues to impact your Districts in a myriad of different ways, but I think we can all agree that the value that your agencies bring to your respective communities has never been more clear. Thank you for all that you do.

As most of you are aware, the liability insurance industry is in a hard market cycle, which initially impacted individuals and private entities, but is now affecting public entities across the country. As CAPRI members begin their budgeting process, I want to take this opportunity to provide some background information on the state of the market and the CAPRI General Liability & Property Program.

State of the Public Entity Insurance Market:

The state of the public insurance market can best be described as healthy, yet unsettled. The liability insurance industry continues to see significant increases in plaintiff demands, jury verdicts, and high dollar claims – a continuation of what we have seen for the last half decade. Claims that used to resolve for \$5M-\$10M are now costing public entities and their insurers \$20M-\$30M+. The so-called “Social Inflation” that has had a huge impact on these costs continue to deplete the liability market’s surplus, limiting the capacity and availability of reinsurers willing to write California public entity business. To illustrate this point, CAPRI’s excess insurance provider, PRISM, considered 17 reinsurers for renewal of its excess liability program in 2015. Looking ahead to the 2021/22 renewal, 7 of those reinsurers no longer even write public entity business in California. This reduction in capacity has impacted pricing across the State.

Similarly, the property insurance market has been hit with catastrophic losses nationwide affecting the industry's surplus, and, as a result, carriers continue to flee the State altogether due to earthquake, wildfire, and flood risks that are unique to California. Moreover, the lingering effects of COVID-19 have only added to the heightened underwriting scrutiny. Further complicating matters is the rise in cybercrime as the increased reliance on technology has come with corresponding insurance burden to cover losses related to cybersecurity breaches.

Those insurers that are willing to continue their participation in the California market are increasingly judicious as to where they place coverage. More and more public entities are seeing coverage modifications either in the form of sub-limits, aggregated coverage layers, certain coverages being provided on a claims-made basis, and/or exclusions or significant limitations on coverage. Indeed, you may recall that CAPRI was recently forced to accept a \$1M wildfire deductible (although member deductibles for these claims are only \$50,000). Our brokers are working hard to negotiate the market and, while they are confident we will be able to retain the same comprehensive policy terms for our membership, the cost of coverage remains on the rise.

This trend that started in the private sector and is now affecting all public entities: counties, cities, schools, and special districts throughout California. While CAPRI remains in a strong financial condition to weather this storm, the program is not immune to these market forces. We appreciate your ongoing support and flexibility as our collective group of recreation and park districts weathers these changes.

Safety in Numbers:

Thankfully for members of the CAPRI General Liability & Property Program, our size creates stability and offers economies of scale that could not otherwise be realized without being in a pool. We are able to leverage the volume we bring to the markets to benefit all Program members. Furthermore, as we saw in the Workers' Compensation program, the CAPRI Board of Directors direction to discount WC premiums for FY20-21 reflects their understanding of the issues and challenges impacting our industry at this time.

That being said, the Liability & Property Program will still see moderate rate increases again this year, which are a reflection of our own member losses and of the market forces described above. The amount of increase for individual members is dependent upon your entity's claims experience. If you are one of the lucky ones who have not yet experienced the new reality in claim trends, you can expect to see increases but to a lesser degree.

As a pool, we are anticipating an *increase* around **25-30%** in the 21-22 annual Liability & Property premium. Again, we are working closely with our broker and exploring all available options to keep premiums down, including different deductibles and other programmatic modifications. This is our focus this spring and we expect to have more information to share over the next few months as we approach the July 2021 renewal.

Seeing The Big Picture:

If we have learned from history, we know that joint powers authorities (pooling) have been the answer to turbulent markets. By staying the course, we will all benefit from our economies of scale, our leverage in the reinsurance markets, and our sharing of best practices to help manage risk and hard markets. Recent membership applications have led to growth of the CAPRI membership and have also allowed us to test the competitiveness of our pricing. We remain confident that CAPRI members are receiving the most comprehensive coverage at the most competitive rates.

As always, if you have questions or need additional information to better understand the current environment or to communicate to your internal management and governing officials, please let us know.

Sincerely,

A handwritten signature in blue ink that reads "Matthew Duarte". The signature is written in a cursive style with a large initial "M".

Matthew Duarte
Executive Director

LEVEL UP: TAKE YOUR ADA COMPLIANCE TO THE NEXT LEVEL WITH DAC & CAPRI

- MEMBERS CAN RECEIVE A DISCOUNTED RATE UP TO 50% OFF OF COMPREHENSIVE WEBSITE ACCESSIBILITY REVIEWS BY DAC;
- MEMBERS THAT SIGN UP WITH DAC TO COMPLETE SURVEYS AND TRANSITION PLAN DEVELOPMENT WILL BE ELIGIBLE FOR UP TO 20% DISCOUNT OFF THE COST OF THE COMPLIANCE SERVICES;
- MEMBERS THAT MOVE FORWARD WITH THE TRANSITION PLAN WILL GAIN ONE FREE YEAR OF ACCESS TO DACTRAK, THE PROPRIETARY SOFTWARE PROGRAM UTILIZED TO TRACK BARRIER REMOVAL ACTIVITIES AND OTHER FACILITY IMPROVEMENTS.

READY TO SIGN UP WITH DAC? HERE ARE THE NEXT STEPS:

1. CONTACT DAC VIA PHONE OR EMAIL:
1-800-743-7067

TIM MAHONEY: TMAHONEY@DAC-CORP.COM
BARBARA THORPE: BTHORPE@DAC-CORP.COM

2. YOU WILL PROVIDE DAC WITH AN INVENTORY LIST OF YOUR DISTRICT'S PARKS, FACILITIES, & AMENITIES.

3. DAC WILL PROVIDE YOUR DISTRICT WITH A PROPOSAL FOR REVIEW AND CONSIDERATION.

4. SHOULD YOUR DISTRICT MOVE FORWARD, SUBMIT INVOICE TO CAPRI FOR CONTRIBUTION/REIMBURSEMENT.



DATE: 5/3/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Agreement and funding Extension for Centerville Recreation and Historical Association (CRHA)

Report in Brief

At the regularly scheduled July 8, 2020 Board of Directors meeting staff presented a draft agreement to formalize the funding relationship with the Centerville Recreation and Historical Association (CRHA). Board members voted to increase the total annual contribution to \$5,000 per year, paid in 4 equal payments (one payment of \$1,250 per quarter). Board members also directed staff to have legal counsel review the draft agreement before signing on behalf of the District.

Legal counsel only just completed review of the proposed agreement in March 2021. Staff have shared the draft agreements with the Directors of the CRHA and these directors have indicated their support in signing the agreement. Because of the delay in legal counsel's review of the agreement, staff recommend extending the agreement through June 2022, and to provide retroactive payments from July 8, 2021.

Recommendation: *Approve the agreement as presented.*

Attachments:

A. Draft Agreement with CRHA

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/8.1_21.0512_CRHA.Agreement.Staff.Report.docx

5/3/2021

**2021 COOPERATIVE AGREEMENT
BETWEEN THE PARADISE RECREATION AND PARK DISTRICT AND THE
CENTERVILLE RECREATION AND HISTORICAL ASSOCIATION (CRHA)**

This agreement is executed by and between the PARADISE RECREATION AND PARK DISTRICT, a California recreation and park district (the “District”), and CENTERVILLE RECREATION AND HISTORICAL ASSOCIATION, Inc., a California corporation (“CRHA”), and is based upon the following facts:

A. District desires to engage CRHA as an independent contractor to perform services on the terms and conditions set forth below.

B. CRHA desires to accept such engagement as an independent contractor on behalf of District on the terms and conditions set forth below.

In consideration of the foregoing facts, the recital of which is incorporated below by this reference as though fully set forth, and of the mutual conditions, covenants and promises set forth below, the parties agree as follows:

1. **Scope of Services.** District hereby engages CRHA to provide services as described in the attached scope of work (the “Services”), a copy of which is attached hereto as Exhibit “A.” Upon mutual agreement, the Services may be revised with all other terms hereof remaining in force. In such event, an amended and dated scope of work signed by both parties hereto will be substituted as Exhibit “A” in lieu of the previous Exhibit “A.”

2. **Standard of Care.** CRHA’s services performed under this agreement will be performed in a reasonably good, professional, and workmanlike manner .

3. **Status as Independent Contractor.** District and CRHA agree that CRHA, in performing the above services, is an independent contractor of District. CRHA shall be free to perform similar or other services for other persons during the term hereof so long as such does not interfere with CRHA’s timely performance of the services to be performed by it under this agreement.

4. **Term.** The term of this agreement commenced July 1, 2020 and shall conclude by June 30, 2022. This agreement may be extended for one year upon mutual agreement of both parties in writing. Notwithstanding the foregoing, this agreement may be terminated by either party by written notice should the other party fail substantially to perform its obligations under this agreement and such default continues thereafter for seven days following delivery of such written notice to it. Either party may terminate this agreement without necessity of cause upon the expiration of 30-days after delivery of written notice thereof to the other. If the District terminates this agreement in the absence of default by CRHA, CRHA shall be paid, upon its provision of written documentation therefor and District's acceptance thereof, for services performed and costs incurred by it prior to its receipt of notice of termination from District, including reimbursement for direct expenses due, plus an additional amount, not to exceed ten percent of charges incurred to the termination notice date, to cover services to orderly close the work and prepare project files and documentation, plus any additional direct expenses incurred by CRHA including but not limited to cancellation fees or charges. CRHA will use reasonable efforts to minimize such additional charges.

5. **Payment.** District agrees to pay CRHA a sum equal to CRHA's actual fees and costs in performing the Services, not to exceed \$5,000 annually. Such sum shall be payable in installments upon completion of each task and delivery of the Deliverables therefor as identified in Exhibit "A." Exhibit B illustrates the cost schedule and or budget used for this project.

6. **Insurance Coverage.** CRHA, at all times during the term hereof, shall keep and maintain Worker's Compensation insurance as required by applicable state laws and employer's liability coverage and provide the District with proof of this coverage upon execution hereof and upon any renewal thereof during the term hereof. During the performance of this agreement CRHA also will maintain commercial general liability and automobile liability insurance each with combined limits of not less than \$2 million on claims made, annual aggregate basis, and on an occurrence basis and provide the District with a certification of such insurance naming the District as additional insured with an additional insured endorsement upon execution hereof and upon renewal of any such coverage.

7. **Compliance with Laws.** District and CRHA shall each use its best efforts to comply with any and all laws, codes, ordinances, and regulations in force at the time of the performance by each under this agreement, insofar as such laws are applicable to a its performance. Unless otherwise provided for in Exhibit “A” of this agreement or by law, the responsibility for making any disclosures or reports to any third party, for notifying all governmental authorities of the discovery of hazardous materials on the jobsite, and for taking corrective, remedial, or mitigative action shall be solely that of CRHA.

8. **No Authority to Act as Agent.** CRHA acknowledges and agrees that it has no actual or implied, inherent or apparent authority to act as an agent for District or bind District in any manner other than in performing the above services or to in any way obligate or bind the District. CRHA further covenants that it shall not make any implied or actual representations to any other person that it has any such authority.

9. **Indemnification.** CRHA hereby agrees to indemnify and hold District free and harmless of and from all claims, demands, causes of action, actions, liability, damages, costs and expenses, including attorney’s fees incurred by District in enforcing this provision or in defending itself, arising out of or in any way connected with its performance of the above Services, whether resulting from its willful acts or negligence.

10. **General Provisions.**

a. This agreement shall constitute the entire agreement between the parties as to the subject matter hereof.

b. This agreement shall not be assigned by either party without advance written permission from the other party.

c. This agreement shall not be revised without the written consent of either party.

d. If any provision or portion thereof contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable and shall not be affected and shall remain in full force and effect.

e. This agreement shall be interpreted and construed in accordance with the laws of the State of California.

f. Either party's failure to enforce any provision or provisions of this agreement shall not be in any way construed as a waiver of any such provision or provisions or prevent that party thereafter from enforcing each and every other provision of this agreement.

DRAFT

g. Should litigation or arbitration be brought to enforce the terms of this agreement, the prevailing party will be entitled to costs and reasonable attorney's fees.

Executed on the date first above written at Paradise, California.

DISTRICT:

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

By: _____ Date: ___/___/___
Daniel S. Efseaff, District Manager

CRHA:

Centerville Recreation and Historical Association (CRHA),
a California 501(c) non-profit corporation

By: _____ Date: ___/___/___
Name, Title

https://paradisepdpd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/8.1a_21.0420_PRPD.CRHA.Cooperative.Agreement.docx
Rev. 03/22/2021

COOPERATIVE AGREEMENT
Exhibit A – SCOPE OF WORK

Centerville Recreation and Historical Association (CRHA)

The following describes the role and responsibilities and scope of work and/or services that CRHA will provide to the District.

1. CRHA agrees to provide Community and Recreational Programming Opportunities for the surrounding areas within the District service area in and about Centerville and will advertise these Opportunities in the District activity guides and on website.
2. As part of the Agreement, CRHA will host at least two events, programs, and/or offer its facilities as a venue to host District led events each year in support of the District.
3. CRHA will submit Activity Guide proposals to the District for events and/or programs within two months of the date of the execution of the agreement. Upon District's written acceptance of proposed events and programs and dates thereof, CRHA will provide information the District can use to advertise the events and/or programs in the District Activity Guide. Examples of events discussed between CRHA and the District include Docent led tours, creek clean-up days, guided history presentations/discussions, and a District led Fall Festival.
4. CRHA will provide an annual update as to an overview of the organization and a written report of services and accomplishments, presented annually to the PRPD Board of Directors. The report may include details on the financial status, services, number of patrons, events, and classes and other pertinent information).
5. The agreements can be extended each year contingent on successful completion of services as agreed.

DISTRICT

The following describes the services that District will provide to facilitate CRHA's performance of the above.

1. The District seeks to provide the community with events and programs across the District that celebrate the diverse history, ecology, geography, and culture found in our region. By working in collaboration, the District hopes to cross-promote CRHA events and programs to showcase the plethora of recreation and cultural enrichment opportunities available in our community and to generate interest in CRHA events and programs.
2. The District will designate at least one (1) District Liaison for CRHA who will devote reasonable amount to assist CRHA in planning its overall programs, events, and/or facility usage as related to this agreement.

COOPERATIVE AGREEMENT
Exhibit B – Cost Schedule or Budget

The CRHA will provide services according to the following budget: not to exceed a total cost of \$5,000 annually.

The District agrees to provide funding support to CRHA for General Support and for Community and Recreational Programming Opportunities in the total amount of \$5,000.00 per fiscal year and will be paid in equal quarterly payments (\$1,250) by the following dates:

- a. August 31
- b. January 31
- c. March 31
- d. June 30

DRAFT



DATE: 5/3/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Agreement and funding Extension for Honey Run Covered Bridge Association (HRCBA)

Report in Brief

At the regularly scheduled July 8, 2020 Board of Directors meeting staff presented a draft agreement to formalize the funding relationship with the Honey Run Covered Bridge Association (HRCBA). Board members voted to increase the total annual contribution to \$5,000 per year, paid in 4 equal payments (one payment of \$1,250 per quarter). Board members also directed staff to have legal counsel review the draft agreement before signing on behalf of the District.

Legal counsel only just completed review of the proposed agreement in March 2021. Staff have shared the draft agreements with the Directors of the Honey Run Covered Bridge Association and these directors have indicated their support in signing the agreement. Because of the delay in legal counsel's review of the agreement, staff recommend extending the agreement through June 2022, and to provide retroactive payments from July 8, 2021.

Recommendation: *Approve the agreement as presented.*

Attachments:

- A. Draft Agreement with HRCBA

https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/8.2_21.0512_HRCBA.Agreement.Staff.Report.docx

5/3/2021

**2021 COOPERATIVE AGREEMENT
BETWEEN THE PARADISE RECREATION AND PARK DISTRICT AND THE
HONEY RUN COVERED BRIDGE ASSOCIATION (HRCBA)**

This agreement is executed by and between the PARADISE RECREATION AND PARK DISTRICT, a California recreation and park district (the “District”), and HONEY RUN COVERED BRIDGE ASSOCIATION, a California corporation (“HRCBA”), and is based upon the following facts:

A. District desires to engage HRCBA as an independent contractor to perform services on the terms and conditions set forth below.

B. HRCBA desires to accept such engagement as an independent contractor on behalf of District on the terms and conditions set forth below.

In consideration of the foregoing facts, the recital of which is incorporated below by this reference as though fully set forth, and of the mutual conditions, covenants and promises set forth below, the parties agree as follows:

1. **Scope of Services.** District hereby engages HRCBA to provide services as described in the attached scope of work (the “Services”), a copy of which is attached hereto as Exhibit “A.” Upon mutual agreement, the Services may be revised with all other terms hereof remaining in force. In such event, an amended and dated scope of work signed by both parties hereto will be substituted as Exhibit “A” in lieu of the previous Exhibit “A.”

2. **Standard of Care.** HRCBA’s services performed under this agreement will be performed in a reasonably good, professional, and workmanlike manner.

3. **Status as Independent Contractor.** District and HRCBA agree that HRCBA, in performing the above services, is an independent contractor of District. HRCBA shall be free to perform similar or other services for other persons during the term hereof so long as such does not interfere with HRCBA’s timely performance of the services to be performed by it under this agreement.

4. **Term.** The term of this agreement commenced July 1, 2020 and shall conclude by June 30, 2022. This agreement may be extended for one year upon mutual agreement of both parties in writing.

Notwithstanding the foregoing, this agreement may be terminated by either party by written notice should the other party fail substantially to perform its obligations under this agreement and such default continues thereafter for seven days following delivery of such written notice to it. Either party may terminate this agreement without necessity of cause upon the expiration of 30-days after delivery of written notice thereof to the other. If the District terminates this agreement in the absence of default by HRCBA, HRCBA shall be paid, upon its provision of written documentation therefor and District's acceptance thereof, for services performed and costs incurred by it prior to its receipt of notice of termination from District, including reimbursement for direct expenses due, plus an additional amount, not to exceed ten percent of charges incurred to the termination notice date, to cover services to orderly close the work and prepare project files and documentation, plus any additional direct expenses incurred by HRCBA including but not limited to cancellation fees or charges. HRCBA will use reasonable efforts to minimize such additional charges.

5. **Payment.** District agrees to pay HRCBA a sum equal to HRCBA's actual fees and costs in performing the Services, not to exceed \$5,000 annually. Such sum shall be payable in installments upon completion of each task and delivery of the Deliverables therefor as identified in Exhibit "A." Exhibit B illustrates the cost schedule and or budget used for this project.

6. **Insurance Coverage.** HRCBA, at all times during the term hereof, shall keep and maintain Worker's Compensation insurance as required by applicable state laws and employer's liability coverage and provide the District with proof of this coverage upon execution hereof and upon any renewal thereof during the term hereof. During the performance of this agreement HRCBA also will maintain commercial general liability and automobile liability insurance each with combined limits of not less than \$2 million on claims made, annual aggregate basis, and on an occurrence basis and provide the District with a certification of such insurance naming the District as additional insured with an additional insured endorsement upon execution hereof and upon renewal of any such coverage.

7. **Compliance with Laws.** District and HRCBA shall each use its best efforts to comply with any and all laws, codes, ordinances, and regulations in force at the time of the performance by each under this agreement, insofar as such laws are applicable to a its performance. Unless otherwise provided

for in Exhibit “A” of this agreement or by law, the responsibility for making any disclosures or reports to any third party, for notifying all governmental authorities of the discovery of hazardous materials on the jobsite, and for taking corrective, remedial, or mitigative action shall be solely that of HRCBA.

8. **No Authority to Act as Agent.** HRCBA acknowledges and agrees that it has no actual or implied, inherent or apparent authority to act as an agent for District or bind District in any manner other than in performing the above services or to in any way obligate or bind the District. HRCBA further covenants that it shall not make any implied or actual representations to any other person that it has any such authority.

9. **Indemnification.** HRCBA hereby agrees to indemnify and hold District free and harmless of and from all claims, demands, causes of action, actions, liability, damages, costs and expenses, including attorney’s fees incurred by District in enforcing this provision or in defending itself, arising out of or in any way connected with its performance of the above Services, whether resulting from its willful acts or negligence.

10. **General Provisions.**

a. This agreement shall constitute the entire agreement between the parties as to the subject matter hereof.

b. This agreement shall not be assigned by either party without advance written permission from the other party.

c. This agreement shall not be revised without the written consent of either party.

d. If any provision or portion thereof contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable and shall not be affected and shall remain in full force and effect.

e. This agreement shall be interpreted and construed in accordance with the laws of the State of California.

f. Either party's failure to enforce any provision or provisions of this agreement shall not be in any way construed as a waiver of any such provision or provisions or prevent that party thereafter from enforcing each and every other provision of this agreement.

DRAFT

g. Should litigation or arbitration be brought to enforce the terms of this agreement, the prevailing party will be entitled to costs and reasonable attorney's fees.

Executed on the date first above written at Paradise, California.

DISTRICT:

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

By: _____ Date: ___/___/___
Daniel S. Efseaff, District Manager

HRCBA:

Honey Run Covered Bridge Association (HRCBA),
a California 501(c) non-profit corporation

By: _____ Date: ___/___/___
Name, Title

https://paradisepdpd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/8.2a_21.0420_PRPD.HRCBA.Cooperative.Agreement.docx
Rev. 03/22/2021

COOPERATIVE AGREEMENT
Exhibit A – SCOPE OF WORK

Honey Run Covered Bridge Association (HRCBA)

The following describes the role and responsibilities and scope of work and/or services that HRCBA will provide to the District.

1. HRCBA agrees to provide Community and Recreational Programming Opportunities for the surrounding areas within the District service area in and about Honey Run Covered Bridge and Centerville and will advertise these Opportunities in the District activity guides and on website.
2. As part of the Agreement, HRCBA will host at least two events, programs, and/or offer its facilities as a venue to host District led events each year in support of the District.
3. HRCBA will submit Activity Guide proposals to the District for events and/or programs within two months of the date of the execution of the agreement. Upon District's written acceptance of proposed events and programs and dates thereof, HRCBA will provide information the District can use to advertise the events and/or programs in the District Activity Guide. Examples of events discussed between HRCBA and the District include Docent led tours, creek clean-up days, guided history presentations/discussions, and a District led Fall Festival.
4. HRCBA will provide an annual update as to an overview of the organization and a written report of services and accomplishments, presented annually to the PRPD Board of Directors. The report may include details on the financial status, services, number of patrons, events, and classes and other pertinent information).
5. The agreements can be extended each year contingent on successful completion of services as agreed.

DISTRICT

The following describes the services that District will provide to facilitate HRCBA's performance of the above.

1. The District seeks to provide the community with events and programs across the District that celebrate the diverse history, ecology, geography, and culture found in our region. By working in collaboration, the District hopes to cross-promote HRCBA events and programs to showcase the plethora of recreation and cultural enrichment opportunities available in our community and to generate interest in HRCBA events and programs.
2. The District will designate at least one (1) District Liaison for HRCBA who will devote reasonable amount to assist HRCBA in planning its overall programs, events, and/or facility usage as related to this agreement.

COOPERATIVE AGREEMENT
Exhibit B – Cost Schedule or Budget

The HRCBA will provide services according to the following budget: not to exceed a total cost of \$5,000 annually.

The District agrees to provide funding support to HRCBA for General Support and for Community and Recreational Programming Opportunities in the total amount of \$5,000.00 per fiscal year and will be paid in equal quarterly payments (\$1,250) by the following dates:

- a. August 31
- b. January 31
- c. March 31
- d. June 30

DRAFT

**Notice of Public Hearing
Paradise Recreation and Park District
Terry Ashe Recreation Center, Room B
6626 Skyway, Paradise, California
Wednesday, June 9, 2021 – 6:00 p.m.**

FY 2021-22 Paradise Recreation & Park District Preliminary Operations Budget

| Fund 2010 | |
|--------------------------------|-----------|
| Salaries and Employee Benefits | 1,611,800 |
| Services and Supplies | 1,380,700 |
| Contributions to Others | 25,600 |
| <u>Debt Service</u> | |
| | 2,992,500 |

| Allocations from General Fund (FY 2021-22 Funds) | |
|--|---------|
| Accumulated Capital Outlay (ACO) | 0 |
| Construction in Progress (CIP)/Fixed Assets | 0 |
| General Reserve | 3,000 |
| Sub-Division/Impact Fee Funds (Funds 2520-2528) | 170,500 |
| Reserves for Future Expenditure | 0 |
| Scholarship Funds (Scholarship Granted (Contra to Acct.4400) | 0 |
| <u>Vehicles</u> | 90,000 |
| | 263,500 |

| Reserves | |
|----------------------------------|---------|
| Accumulated Capital Outlay (ACO) | 606,700 |
| General Reserve | 3,000 |
| <u>Imprest Reserve</u> | 300 |
| | 610,000 |

The preliminary budget above has been adopted and is available at the Paradise Recreation and Park District Business Office, 6626 Skyway, Paradise, CA from 9:00 a.m. to 3:00 p.m., Monday through Friday; on the District’s website at www.paradisepd.com; and at the Town of Paradise, 5555 Skyway, during business hours, for inspection by interested taxpayers.

On June 9, 2021 at 6:00 p.m. at the Terry Ashe Recreation Center in Room B, 6626 Skyway, Paradise, California, during a regular meeting of the Board of Directors, a Public Hearing has been set. Any taxpayer may appear and be heard regarding the increase, decrease, or omission of any item, or for the inclusion of additional items concerning the budget. After the Public Hearing, the Board of Directors may approve the Final Budget.

Signed:

Dan Efseaff, District Manager

Date

- PRELIMINARY -

Paradise Recreation and Park District
2021-2022
Budget and Financial Report



Paradise Recreation and Park District

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Paradise, CA 95669
info@ParadisePRPD.com

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Board of Directors

| | |
|-------------------|------------------|
| Mary Bellefeuille | Chairperson |
| Steve Rodowick | Vice Chairperson |
| Robert Anderson | Secretary |
| Julie Van Roekel | Director |
| Al McGreehan | Director |
| Dan Efseaff | District Manager |

*About the Cover: Tiny Tots class “camping and roasting marshmallows” at TARC
Version: 1 (4/16/21).*

I. BUDGET OVERVIEW

A. Introduction

Paradise Recreation & Park District (PRPD) Staff respectfully submits the Fiscal Year 2021-22 budget for our Board of Directors (BOD) review and consideration.

The PRPD Board of Directors adopted a Preliminary budget and staff posted a Notice of Public Hearing for the regularly scheduled May Board meeting (May 12, 2021). At the regular June 9, 2021 meeting, the Board will consider the final PRPD 2021-22 budget. The Finance Committee reviewed the preliminary budget at the April 8, 2021 meeting and provided detailed comments and general direction at the May 12, 2021 for revision to the entire board.

The Notice of Public Hearing was posted on the District's web page, the local newspaper, and at six public facilities within the District (Terry Ashe Recreation Center, Paradise Town Hall, Paradise Post Office, Magalia Post Office, Concow School and Centerville Museum.)

The budget reflects our best estimate with considerable uncertainty associated with the repercussions of the Camp Fire and COVID-19 pandemic. The District will be watching revenue and expenditures carefully in FY 2021-22.

B. Budget Calendar and Process

Several steps involve the development of the budget (Table 1). First, supervisors submitted requests (Staff Worksheet) to the District Manager. The District Manager reviewed and modified these initial numbers based on actual expense and income numbers and projections and this became the Draft District budget.

After review and input from Staff and the Finance Committee, the draft became the preliminary budget (introduced at the May 12, 2021 BOD meeting). After a 30-day comment period, the BOD reviews the preliminary budget (which may reflect revisions) and once adopted becomes the Final Fiscal Year Budget.

Table 1. Proposed Paradise Recreation and Park District 2021-22 Budget Calendar.

| Proposed Date | Milestone |
|----------------|---|
| 12/17/2020 | <ul style="list-style-type: none">Budget planning kick-off meeting |
| 2/5/2021 | <ul style="list-style-type: none">Develop Budget FrameworkSupervisors' Fixed Asset request to Manager |
| 3/05/2021 | <ul style="list-style-type: none">Supervisors' draft budgets to Manager (rough draft) |
| 3/12/2021 | <ul style="list-style-type: none">Supervisors' budgets to Manager (final draft) |
| 3/15-3/31/2021 | <ul style="list-style-type: none">Finance Committee reviews rough draft budget and short and long-term capital improvements |
| 4/14/2021 | <ul style="list-style-type: none">Draft Budget presented to the PRPD Board of Directors for review in Manager's Report. |

| Proposed Date | Milestone |
|----------------|--|
| 4/14-4/30/2021 | <ul style="list-style-type: none"> PRPD Board of Directors budget review period |
| 5/12/2021 | <ul style="list-style-type: none"> Present 2021-22 budget to the PRPD Board of Directors for review in Manager's Report. Adopt preliminary budget Set public hearing for June 9, 2021 |
| 6/9/2021 | <ul style="list-style-type: none"> Public Hearing Adopt final PRPD 2021-22 budget |

In comparison to the proposed calendar (Table 1), the District is approximately 1 month behind schedule.

C. Budget Analysis and Financial Outlook

1. Income

The District was awarded a \$38M settlement from PG&E (after lawyer costs) related to the impacts of the Camp Fire. District income from the loss of population and property values, will be felt for decades. As it may take at least twenty years to rebuild the population, homes, and businesses lost during the Camp Fire, the District has been very aware to safeguard the settlement funds to ensure the long-term financial solvency of the District while maintaining continuity of services and maintenance of parks and facilities.

Significantly, the District has developed an Investment Policy and a Reserves Policy to add transparency to District investments, spending priorities and allocations.

The pace of recovery will take years to rebuild the property tax and program income to pre-fire levels. The District has maintained a strategy of maintaining or even expanding capacity and facilities to diversify income and support the community's rebuilding efforts. These deficits will take years to recover, and the PG&E settlement allows the District to ensure continuity of service during the rebuild phase.

1. Property tax revenue historically contributed the largest amount to overall District income (approximately 71%). After the Camp Fire, property tax income plummeted to 55% of pre-fire levels. Fortunately, the legislature provided a 3-year backfill to bridge the gap on lost property tax revenue (FY 2018-19, FY 2019-20, and FY 2020-21).

Entering FY 2021-22 the legislated backfill payments have ended. Staff forecasts anticipate an income loss of nearly \$1 million dollars in FY 2021-22, principally attributed to lost property tax revenues.

2. The District's net overall income (as of 3/31/21), is \$41,286,610 (1851%) over expectations for FY 2020-21 reflecting one-time payments with the PG&E settlement and insurance payments. Total income for FY 2021-22 is projected at

\$2,401,300 with some of the property tax income losses partially offset by drawing upon the FEMA Community Disaster Loan approved last year.

3. The District anticipates drawing on the \$521,589 FEMA Community Disaster Loan (CDL) approved in June 2020, to bridge operating income losses beginning in FY 2021-22 (listed under Other Income (4600)). Staff is working with FEMA on additional eligibility questions related to the PG&E settlement and anticipates a determination for FY 2021-22.
4. The Camp Fire and COVID-19, dramatically curtailed program income. As of 3/31/21, program income fell far short (20%) of projections. The District anticipates program income to return in FY 2021-22, with the relaxation of COVID restrictions. Pent up demand for recreation opportunities, rentals and events in the next Fiscal Year should generate additional income for the District.
5. As of 3/31/2021, Impact Fees exceeded projections with a total of \$125,669 (111%). Impact fees are restricted funds that can only be used for park acquisition, development, and facilities. These fees cannot be used for operations. Impact fees represents a considerable slow-down from FY 2019-20 (\$227,012). The District selected a moderate estimate for FY 2021-22 (\$120,000). The next year represents considerable uncertainty associated with the pandemic, supply shortages (contractors, lumber, concrete, etc.), or residents waiting for PG&E settlements.
6. The District anticipates a significant increase in grant income based on recent, confirmed grant awards. We anticipate that notification of certain outstanding proposals may greatly exceed the total, but we selected a modest amount based mostly on \$642,000 in funding secured. Please note: Accounting requirements for grant income requires that the terms of the grant must be satisfied before the money can be recognized as income. Before the grant obligations are met, the money received for grant awards is recorded on the Balance Sheet as Cash (asset account) and Deferred Income (a liability account). As the money is spent on the associated grant project, the Cash account is reduced and a Capital Improvement Project specific to the grant is increased.

2. Expenses

1. The District will finish FY 2020-21 under the expense budget for the year, with lower payroll and professional & outside services expenses contributing the most to below-budget spending. We forecast FY 2021-22 expenses to exceed income (by approximately \$591,200), largely attributed to losses in property tax income following the Camp Fire and the end of State backfill payments.
2. Payroll expenses will fall below the budgeted amount for FY 2020-21 (about 83%). COVID restrictions limited income, but also expenses from programs and events necessitating seasonal staff. We estimate an increase in payroll expenses for the next fiscal year in comparison to the last one due to several factors.

The state mandated increase in minimum wage will increase salary scales. Staff also anticipates the lessening of COVID restrictions and pent-up demand will make programs, classes and events in high demand and require additional seasonal, part-time recreation staff.

The District will also lose a key resource. The District has benefited from Alliance for Workforce Development (AFWD) crews, that support maintenance staff and projects at no cost to the District. The AFWD crews were activated following the Camp Fire and are 4-6 person crews working full time at District parks and facilities. As AFWD crews will likely no longer be offered to the District in the next Fiscal Year, this will necessitate increases in budget to support maintenance staff to support the additional workload, new properties (for example, Paradise Lake), and upcoming projects (for example the oversight of vegetation management and trail-building crews).

However, the estimated Payroll expenses represents a smaller percentage of overall expenses (54% of total expenses in FY 2021-22 versus 62% in FY 2020-21). Pre-fire levels were just under 70%.

3. Utility costs (5410) in FY 2020-21 were lower than expected due to reduced facility usage post fire, PG&E outages, and COVID-required shutdowns of facilities. As facilities such as the Moore Road Ball Parks come back on-line, we anticipate that our utility costs will increase over FY 2020-21 levels. However, the District anticipates long-term savings as the District continues to convert to highly efficient LED lighting and other energy saving measures. We expect increased trash rates over the previous year's budget.
4. Professional Outside Services (5330) will be significantly higher in FY 2021-22 due to the finalizing of insurance claims and moving forward with design, planning, engineering, and construction documents for the rebuild of the maintenance shop and aquatic center building, as well as the installation of new metal light poles and fixtures at Moore Road softball field.

As the hazard trees are removed, the District will need additional assistance (crews) to clean-up slash and reduce fuels on our wildland parks. New grant projects will also require work crews to assist with vegetation management and trail building. Environmental compliance, survey, and mapping work will also contribute to the forecast expenditures in this budget category. Grant funding and insurance payments will reimburse the District for much these costs. Finally, as the District is aggressively seeking grant funds, we are developing a project pipeline that will require development of plans and costs.

5. Dues, membership, and subscriptions (5260) have increased significantly this FY 2021-22 due to higher website and Microsoft Office subscriptions. The District is exploring the option of adding a technology fee to the facility rental, class and program fee structure to help offset these added costs.

6. FY 2021-22 budget forecasts for repair and maintenance expenses (5360) represent a 36% increase over FY 2020-21 budget. The use of general fund repair and maintenance budgets support CIP projects across the District such as upgrades and improvements to parks, facilities and amenities that support access and equity for people of all ages and abilities, and energy and water usage efficiencies (i.e. waterless urinals, LED lighting). District expenditures in this budget category will not only better support our residents, they will ultimately save the District money or increase program revenues by supporting a broader range of participants.
7. FY 2021-22 budget forecasts for transportation, meals and travel (5400) increase by 37% over the FY 2020-21 budget. This past FY District staff and Board members were unable to participate in the wide range of conferences, workshops and trainings that require travel and accommodations due to COVID restrictions and closures. The District is committed to staff and Board development and training to continuously improve the talent and skillset of those serving the District and our residents. With the increased loosening of COVID restrictions, the District anticipates being able to fund attendance of off-site conferences, trainings and workshops that will require expenditure from this budget category.

3. Allocations

This section accounts for funds that will be transferred from reserve accounts to fund Capital Improvement Projects, special projects, technology improvements, etc., and ensure the District is able to provide continuity of service for residents when budgeted expenses exceed income.

1. Staff have budgeted \$1,310,000 of the Capital Improvement & Acquisition reserve fund to meet short and long-term goals for improvements/upgrades to existing facilities and new acquisitions.
2. The District will utilize Impact Fee income to expand, enhance and upgrade facilities and parks.
3. The District has aggressively applied for park and program development grant funding. Grant funding for equipment, infrastructure, or acquisitions will be allocated to the deferred income, cash and Capital Improvement Project (CIP). Funding for staff or programs will be considered operational income.

4. Challenges and Opportunities

1. The most significant challenges in the next FY will be uncertainties in program revenue due to the restart of programs, availability of qualified seasonal recreation staff and instructors, reduced population, and ongoing pandemic. The District is focusing on social outreach and marketing to increase rental income, such as wedding packages at Paradise Lake and Bille Park and creating new programs that can safely accommodate social distancing while attracting recreational tourism income, such as kayak rentals at Paradise Lake. Staff have seen success with outdoor adventure programs such as guided hikes and Astronomy on the

Lake, which brought participants from as far away as Sacramento and Sonoma. Projections indicate strong demand for recreation opportunities and events in which residents can safely engage with their community. The District has forecast aggressive revenue targets from recreational programming.

2. The District has formed a wide network of new partnerships and collaborations with local government and non-profit organizations in the District and across the US. These collaborations will make grant proposals more competitive and the District will continue cultivating these efforts.
3. The District has received several important grant awards that provide funding and resources required to achieve District goals of bring economic security and stability, safety, and new recreation opportunities for people of all abilities and interests. Drafting competitive grant proposals and applications is a time-intensive investment and can add strain to limited staff capacity. Management of grant awards is also a time-intensive process. Staff have gathered increased understanding of grant application and reporting requirements and can better prepare for the workload with improved processes. Staff have found that successful grant awards increase the likelihood of receiving additional grant awards. If one grant organization feels the District is a good investment, others are likely to follow, as long as the District can fulfill grant reporting requirements and achieve outcomes proposed. Grant awards are definitely an opportunity despite the challenges associated so staff will continue to pursue new grant opportunities aggressively.
4. The District has been fortunate to receive the benefits of Alliance For Workforce Development (AFWD) crews, which have substantially reduced District maintenance wage costs in the last fiscal year. The AFWD crews also greatly facilitated clean-up and repairs required after the Camp Fire. Access to these crews will cease altogether in FY 2021-22. This will necessitate additional hiring and increase maintenance costs.

5. What's New in the FY 2021-22 Budget

The following section highlights changes in this budget approach in comparison to last year.

1. The CIP budget reflects an increase in potential Construction In Progress/Capital Projects. This will likely be triggered in order to supplement successful acquisitions or grants. Grant opportunities have accelerated under the current funding cycle.
2. Staff have eliminated the "Contingency" budget line. The new Reserve Policy eliminates the need for a contingency budget.

D. Changes from preliminary budget

1. TBD

E. Projections

The figure below assumes the following, a 3% growth rate in tax revenue and impact fees, a 5% increase in programs, and 2% in all other categories. Certainly, a more rapid rebuild will accelerate income in tax revenue, and a prolonged recession could stifle growth in programs as well.

To approach pre-fire levels by 2026, would require a combination of greater than 10% growth across the board, and budget cuts that provide savings year to year. The difference is on the order of over \$700K annually. The potential return with the most upside may very well lie in program income, thus explaining the recent approach for the District to become a destination park and recreation district and have programs and facilities that may help generate revenue.

Another unknown factor is any potential settlement for businesses and residents from PG&E. If residents receive settlement funds the rate of rebuilding across the District could increase at a faster pace than predicted.

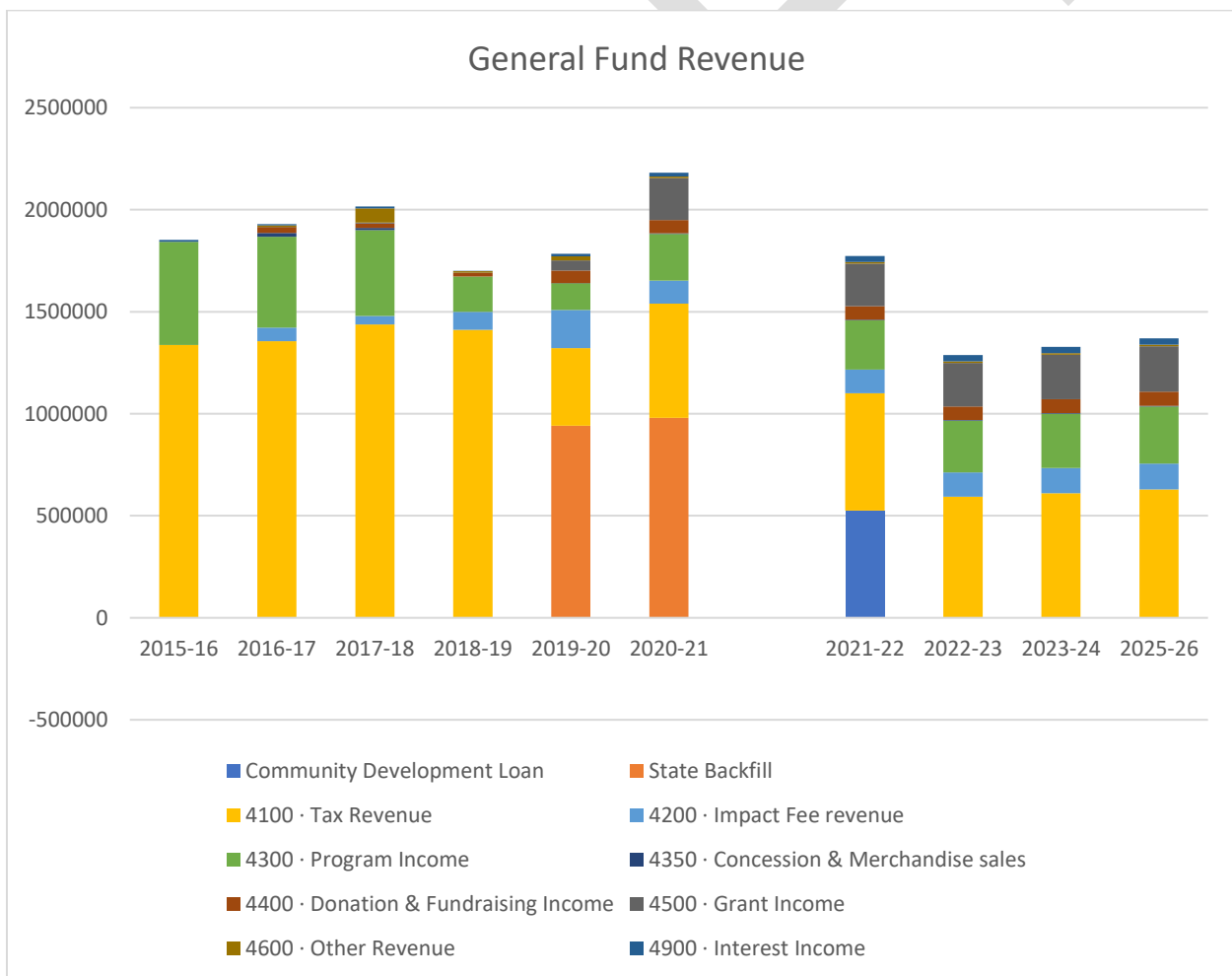


Figure 1. Estimated Revenue Projections

F. Budget and Financial Accomplishments

A prominent focus of the District has been to improve our financial practices and we have completed several items including:

1. In the 2019-20 audit there were 2 findings reported for staff to correct. These include:
 - a. Payroll – Employee time sheets are being double checked to make sure employees are being paid correctly.
 - b. Accounts Payable – All cash disbursements have supporting documentation that has been coded and approved prior to payment.
2. Development of a Reserve policy that adds transparency for the public on District investment and spending priorities, and sets guidelines for staff on saving, using, and reporting funds.
3. Development of a new Construction in Progress (CIP) reporting system for better tracking and transparency.
4. The interest-bearing accounts are estimated to produce \$252,000 in interest income by June 30, 2021.
5. Staff continues to stay up to date with current information and regulations by attending virtual conferences and workshop/webinar trainings. A key result of such a training is the proposed Federal Funds Procurement Policy.
6. Staff members are being cross trained for other positions to increase staff capacity and skills in key roles in the event of a sudden and unexpected absence of key personnel.
7. Submission and continual efforts on CALOES, FEMA, and insurance requests. Staff anticipate finalizing CALOES and FEMA projects, and insurance claims in FY 2021-22.

G. Recommendations

To improve the District's financial solvency and budgetary processes, and to improve institutional learning, staff proposes several recommendations for the next FY and in the next budget cycle. First in the list is retained from the last FY budget. These may be summarized as follows:

1. Staff will work with the Board to finalize and adopt the District's strategic plan then incorporate and align the vision, goals, and tactics of that plan with the proposed budget and Capital Improvement Projects.

II. 2021-22 BUDGET

This section provides an overview and detailed information on the FY 2021-22 budget. The information includes:

- The distribution of income and expenses in comparison to the previous FY (Figures 1 - 4).
- A Budget Summary, General Operating Fund Balances, Allocations from the General Fund, and Capital Projects Funding Summary (Table 2).
- A more detailed breakdown of the FY 2021-22 operations budget expenses and comparison to FY 2020-21 actuals, FY 2020-21 year to date and approved budget (Table 3). The table also provides the percentage that each line item contributes to income or expenses and the dollar amount difference with the last FY.

Fund information will help complete forms required by Butte County, such as the:

- Financing Sources and Uses by Budget Unit; and
- Compliance with Proposition 4 – FY 2021-22 Appropriation Limit.

Estimated Income FY 2020-21 Compared to FY 2021-22

ESTIMATED FY 2020-2021 INCOME

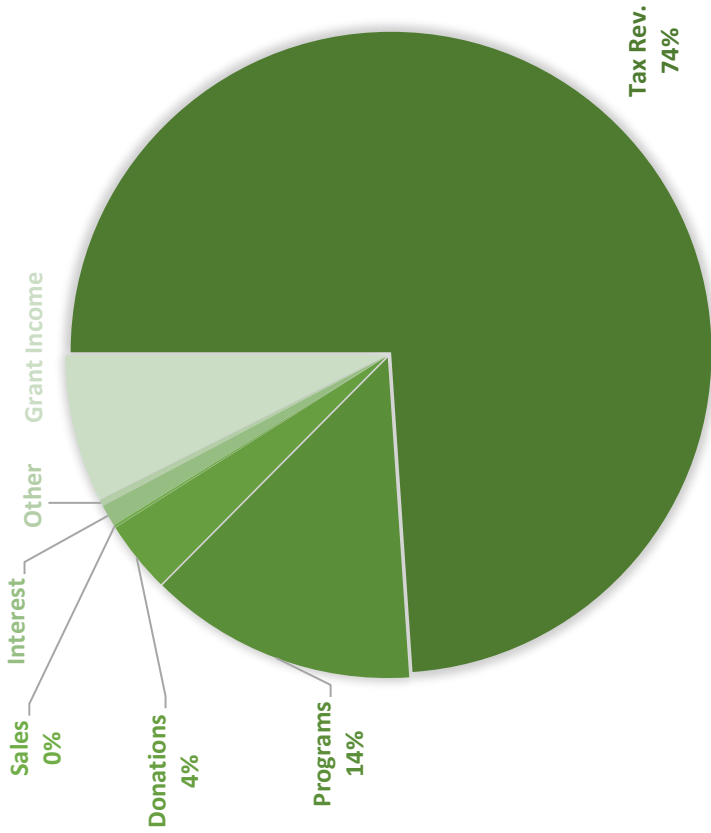


Figure 2. FY 2020-21 Estimated PRPD Income.

ESTIMATED FY 2021-2022 INCOME

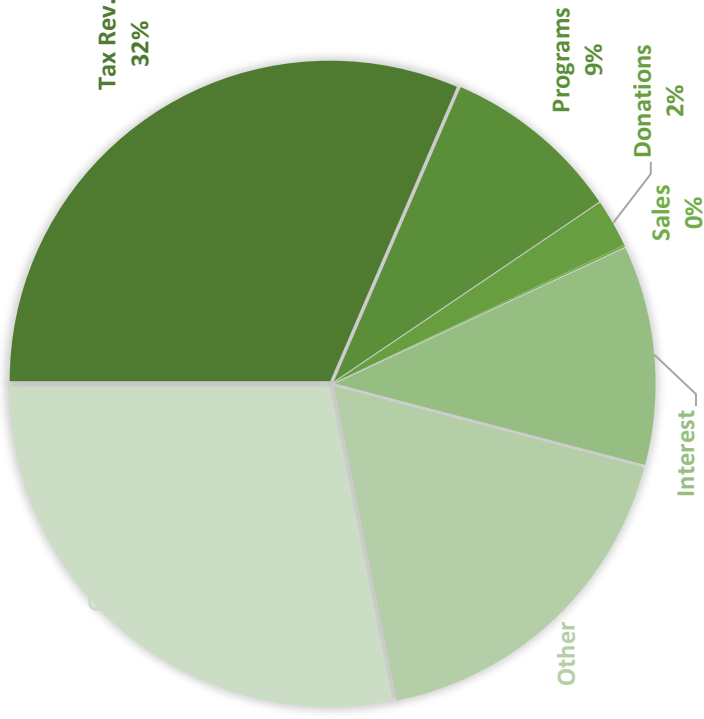


Figure 3. FY 2021-22 Estimated PRPD Income.

Estimated Expenses FY 2020-21 Compared to FY 2021-22

ESTIMATED FY 2020-2021 EXPENSES

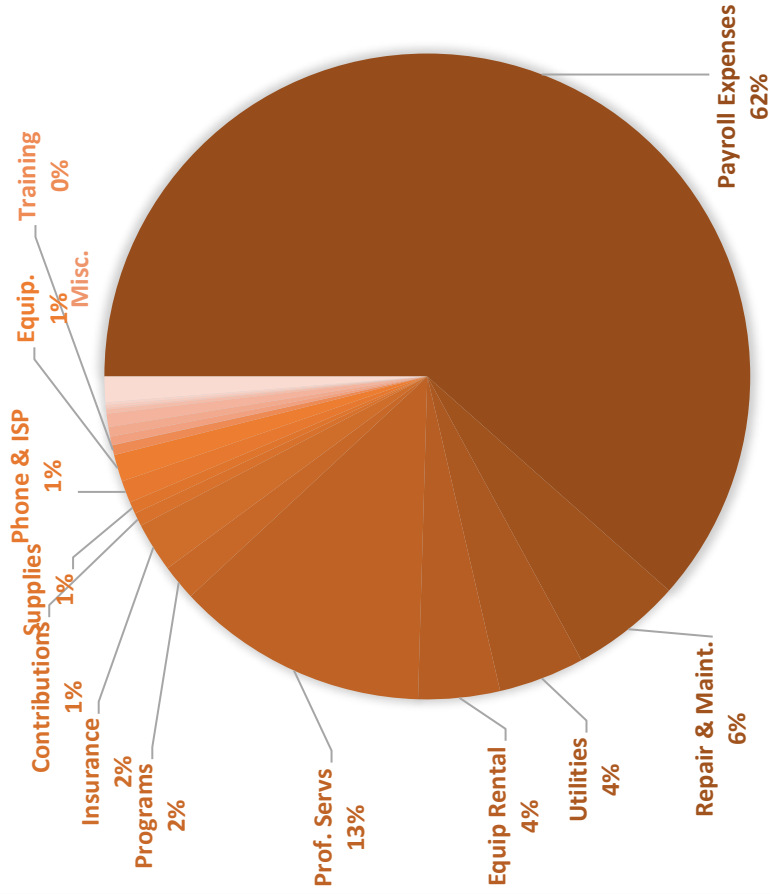


Figure 4. FY 2020-21 Estimated PRPD Expenses.

ESTIMATED FY 2021-2022 EXPENSES

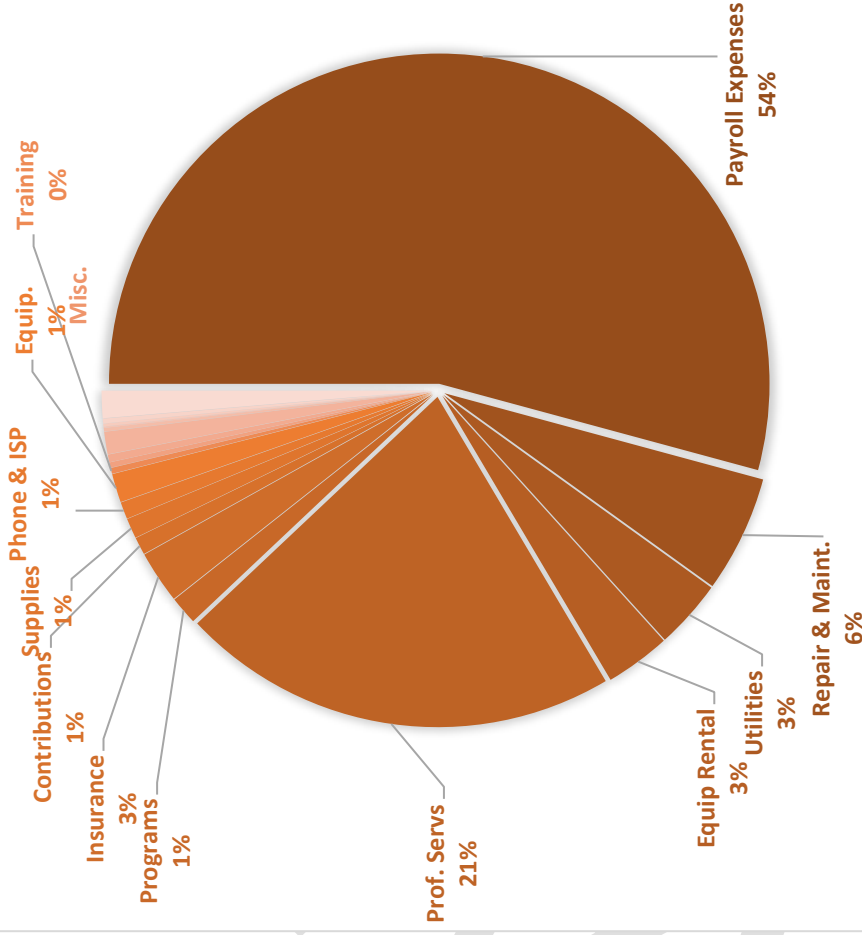


Figure 5. FY 2021-22 Estimated PRPD Expenses

Table 2. FY 2021-22 PRPD District General Fund (2510) Budget and Summary

FY 2021 - 2022

| Operating Budget | | Description | Code | Budget |
|--------------------------|------|---------------------------------|------|------------------|
| Funding Resources | | | | |
| Income | | | | |
| | 4100 | Tax Revenue | 4100 | 718,000 |
| | 4200 | Impact Fee revenue | 4200 | 120,000 |
| | 4300 | Program Income | 4300 | 206,500 |
| | 4350 | Concession & Merchandise sales | 4350 | 2,100 |
| | 4400 | Donation & Fundraising Income | 4400 | 55,300 |
| | 4500 | Grant Income | 4500 | 642,000 |
| | 4600 | Other Revenue | 4600 | 405,500 |
| | 4900 | Interest Income | 4900 | 251,900 |
| Total Income | | | | 2,401,300 |
| Expense | | | | |
| | 5000 | Payroll Expenses | 5000 | 1,611,800 |
| | 5100 | Program Expenses | 5100 | 41,100 |
| | 5140 | Fundraising Expense | 5140 | 18,200 |
| | 5200 | Advertising & Promotion | 5200 | 11,200 |
| | 5220 | Bank & Merchant Fees | 5220 | 5,200 |
| | 5230 | Contributions to Others | 5230 | 25,600 |
| | 5240 | Copying & Printing | 5240 | 7,100 |
| | 5260 | Dues, Mbrshps, Subscr, & Pubs | 5260 | 32,600 |
| | 5270 | Education, Training & Staff Dev | 5270 | 8,500 |
| | 5280 | Equip., Tools & Furn (<\$5k) | 5280 | 41,800 |
| | 5290 | Equipment Rental | 5290 | 94,900 |
| | 5300 | Insurance | 5300 | 76,400 |
| | 5310 | Interest Expense | 5310 | 1,000 |
| | 5320 | Miscellaneous Expense | 5320 | 300 |
| | 5330 | Professional & Outside services | 5330 | 638,600 |
| | 5340 | Postage & Delivery | 5340 | 2,000 |
| | 5350 | Rent-Facility use fees | 5350 | 7,800 |
| | 5360 | Repair & Maintenance | 5360 | 170,000 |
| | 5370 | Supplies - Consumable | 5370 | 29,400 |
| | 5380 | Taxes, Lic., Notices & Permits | 5380 | 4,200 |
| | 5390 | Telephone & Internet | 5390 | 24,800 |
| | 5400 | Transportation, Meals & Travel | 5400 | 39,700 |
| | 5410 | Utilities | 5410 | 100,300 |

Total Expense 2,992,500

Total Net Operating Income and Expenses -591,200

Summary

Grand Total Budget
 Total Income 2,401,300
 Expense 1,611,800
 Total Salary and Benefits 1,380,700
 Total Services and Supplies 25,600
 Total Contributions to Others 2,992,500
Total Net Operating Income and Expenses -591,200

| | | FY 2021 - 2022 | FY 2021 - 2022 | FY 2021 - 2022 |
|----------------------------------|---|--------------------------|--------------------------|---------------------------------|
| Beginning Assigned | | Beginning Balance | Budget Allocation | Projected Ending Balance |
| | Description | Code | | |
| ACO | | 1012 | 606,700.00 | 606,700.00 |
| Designated Treasury Funds | | 1100 | 134,733.74 | - |
| Reserves | | 1150 | | |
| | CalPERS 115 Trust | 1151 | 180,000.00 | 180,000.00 |
| | Capital Improvement & Acquisition | 1152 | 9,485,000.00 | 8,175,000.00 |
| | Current Operations | 1153 | 8,000,000.00 | 8,000,000.00 |
| | Designated Project/Special Use/Grant Matching | 1154 | 750,000.00 | 95,000.00 |
| | Future Operations | 1155 | 18,750,000.00 | 18,750,000.00 |
| | Technology | 1156 | 150,000.00 | 5,000.00 |
| | Vehicle Fleet & Equipment | 1157 | 750,000.00 | 90,000.00 |
| Impact & Development | | 1119 | 856,200.46 | 170,500.00 |
| Ending Assigned | | | 39,662,634.20 | 1,670,500.00 |
| | | | | 38,132,646.00 |

| Reserve Funds & Unassigned | | Beginning Balance | Budget Allocation | Projected Ending Balance |
|--|-------------|--------------------------|--------------------------|---------------------------------|
| | Code | | | |
| General Reserve | 1013 | 3,000 | | 3,000 |
| Imprest Reserve | 1005 | 300 | | 300 |
| Ending Reserve Funds & Unassigned | | 3,300.00 | - | 3,300.00 |

* Additional income will be distributed per the reserve policy.

Figure 6. District General Fund (2510) Budget Detail and Comparison to Past Budgets

| Paradise Recreation & Park District - General Fund (2510) Budget | | | | | | | Version | Preliminary - BOD | | | |
|--|-------------|------------------------|------------------|------------------------|-------------------|--------------|--------------|-------------------|---------------|---------------|--------------------------------|
| Fiscal Year: | 2021-2022 | | | | | | Version Date | 4/6/2021 | Actual T | 75.0% | |
| | | FY 2019 - 2020 | FY 2020 - 2021 | FY 2020 - 2021 | | | | FY 2021 - 2022 | % | % | |
| Description | Code | Actual - as of 6/30/20 | Approved | Actual - as of 3/31/21 | Remaining | % YTD | | Budget | Inc / Exp | of 2020-2021 | Difference FY 21-22 / FY 20-21 |
| Operating Budget | | | | | | | | | | | |
| Funding Resources | | | | | | | | | | | |
| Income | | | | | | | | | | | |
| 4100 - Tax Revenue | 4100 | 1,808,133.04 | 1,677,300 | 1,420,632.65 | -256,667 | 85% | | 718,000 | 29.9% | 42.8% | -959,300 |
| 4200 - Impact Fee revenue | 4200 | 227,012.07 | 113,000 | 125,669.12 | 12,669 | 111% | | 120,000 | 5.0% | 106.2% | 7,000 |
| 4300 - Program Income | 4300 | 137,637.85 | 227,500 | 46,284.83 | -181,215 | 20% | | 206,500 | 8.6% | 90.8% | -21,000 |
| 4350 - Concession & Merchandise sales | 4350 | 55.50 | 2,100 | 158.00 | -1,942 | 8% | | 2,100 | 0.1% | 100.0% | 0 |
| 4400 - Donation & Fundraising Income | 4400 | 63,302.75 | 61,000 | 3,995.45 | -57,005 | 7% | | 55,300 | 2.3% | 90.7% | -5,700 |
| 4500 - Grant Income | 4500 | 0.00 | 125,000 | 0.00 | -125,000 | 0% | | 642,000 | 26.7% | 513.6% | 517,000 |
| 4600 - Other Revenue | 4600 | 596,657.16 | 5,500 | 39,495,047.43 | 39,489,547 | 718092% | | 405,500 | 16.9% | 7372.7% | 400,000 |
| 4900 - Interest Income | 4900 | 49,413.14 | 18,600 | 194,822.56 | 176,223 | 1047% | | 251,900 | 10.5% | 1354.3% | 233,300 |
| Total Income | | 2,882,212 | 2,230,000 | 41,286,610 | 39,056,610 | 1851% | | 2,401,300 | 100.0% | 107.7% | 171,300 |
| Expense | | | | | | | | | | | |
| 5000 - Payroll Expenses | | | | | | | | | | | |
| 5010 - Wages & Salaries | 5010 | 804,415.84 | 1,077,800 | 683,181.05 | -394,619 | 63% | | 1,220,400 | 40.8% | 113.2% | 142,600 |
| 5020 - Employer Taxes | 5020 | 55,557.64 | 60,000 | 52,917.61 | -7,082 | 88% | | 61,800 | 2.1% | 103.0% | 1,800 |
| 5030 - Employee Benefits | 5030 | 239,779.23 | 180,000 | 144,926.87 | -35,073 | 81% | | 257,100 | 8.6% | 142.8% | 77,100 |
| 5040 - Workers Comp Expense | 5040 | 42,715.00 | 55,000 | 34,768.25 | -20,232 | 63% | | 56,700 | 1.9% | 103.1% | 1,700 |
| 5050 - Accrued Comp, Sick, & Vacation | 5050 | 0.00 | 0 | 0 | 0 | 0% | | 0 | 0.0% | 0% | 0 |
| 5060 - Other Personnel Costs | 5060 | 11,403.40 | 15,800 | 4,754.81 | -11,045 | 30% | | 15,800 | 0.5% | 100.0% | 0 |
| Total 5000 - Payroll Expenses | 5000 | 1,153,871 | 1,388,600 | 920,549 | -468,051 | 66% | | 1,611,800 | 53.9% | 116.1% | 223,200 |
| 5100 - Program Expenses | | | | | | | | | | | |
| 5110 - Concession & Merchandise Exp | 5110 | 0.00 | 8,900 | 0.00 | -8,900 | 0% | | 6,900 | 0.2% | 77.5% | -2,000 |
| 5120 - Program Contract Labor | 5120 | 8,223.85 | 5,000 | 850.00 | -4,150 | 17% | | 6,500 | 0.2% | 130.0% | 1,500 |
| 5130 - Program Supplies | 5130 | 20,679.39 | 26,500 | 17,631.39 | -8,869 | 67% | | 27,700 | 0.9% | 104.5% | 1,200 |
| Total 5100 - Program Expenses | 5100 | 28,903.24 | 40,400 | 18,481 | -21,919 | 46% | | 41,100 | 1.4% | 101.7% | 700 |
| 5140 - Fundraising Expense | | | | | | | | | | | |
| 5140 - Fundraising Expense | 5140 | | 17,600 | | -17,600 | 0% | | 18,200 | 0.6% | 103.4% | 600 |
| 5200 - Advertising & Promotion | | | | | | | | | | | |
| 5200 - Advertising & Promotion | 5200 | 6,735.12 | 10,800 | 3,465.21 | -7,335 | 32% | | 11,200 | 0.4% | 103.7% | 400 |
| 5210 - Bad Debt | | | | | | | | | | | |
| 5210 - Bad Debt | 5210 | 0.00 | 0 | 0.00 | 0 | 0% | | 0 | 0.0% | 0% | 0 |
| 5220 - Bank & Merchant Fees | | | | | | | | | | | |
| 5220 - Bank & Merchant Fees | 5220 | 5,154.52 | 4,600 | 4,725.44 | 125 | 103% | | 5,200 | 0.2% | 113.0% | 600 |
| 5230 - Contributions to Others | | | | | | | | | | | |
| 5230 - Contributions to Others | 5230 | 2,540.50 | 15,100 | 3,855.50 | -11,245 | 26% | | 25,600 | 0.9% | 169.5% | 10,500 |
| 5240 - Copying & Printing | | | | | | | | | | | |
| 5240 - Copying & Printing | 5240 | 1,722.22 | 3,000 | 26.89 | -2,973 | 1% | | 7,100 | 0.2% | 236.7% | 4,100 |
| 5260 - Dues, Mbrshps, Subscr, & Pubs | | | | | | | | | | | |
| 5260 - Dues, Mbrshps, Subscr, & Pubs | 5260 | 16,362.42 | 15,000 | 29,787.66 | 14,788 | 199% | | 32,600 | 1.1% | 217.3% | 17,600 |
| 5270 - Education, Training & Staff Dev | | | | | | | | | | | |
| 5270 - Education, Training & Staff Dev | 5270 | 1,177.50 | 11,000 | 354.12 | -10,646 | 3% | | 8,500 | 0.3% | 77.3% | -2,500 |
| 5280 - Equip., Tools & Furn (<\$5k) | | | | | | | | | | | |
| 5280 - Equip., Tools & Furn (<\$5k) | 5280 | | | | | | | | | | |
| 5282 - Office ET&F | 5282 | 13,480.55 | 15,000 | 2,856.40 | -12,144 | 19% | | 10,300 | 0.3% | 68.7% | -4,700 |
| 5284 - Program ET&F | 5284 | 3,103.62 | 10,000 | 964.31 | -9,036 | 10% | | 10,300 | 0.3% | 103.0% | 300 |
| 5286 - Small Tools & Equipment | 5286 | 13,658 | 5,500 | 15,420 | 9,920 | 280% | | 21,200 | 0.7% | 385.5% | 15,700 |
| Total 5280 - Equip., Tools & Furn (<\$5k) | 5280 | 30,243 | 30,500 | 19,240 | -11,260 | 63% | | 41,800 | 1.4% | 137.0% | 11,300 |
| 5290 - Equipment Rental | | | | | | | | | | | |
| 5290 - Equipment Rental | 5290 | 130,551.95 | 92,100 | 9,994.03 | -82,106 | 11% | | 94,900 | 3.2% | 103.0% | 2,800 |
| 5300 - Insurance | | | | | | | | | | | |
| 5300 - Insurance | 5300 | 53,460.00 | 56,000 | 72,907.00 | 16,907 | 130% | | 76,400 | 2.6% | 136.4% | 20,400 |
| 5310 - Interest Expense | | | | | | | | | | | |
| 5310 - Interest Expense | 5310 | 499.93 | 900 | 206.74 | -693 | 23% | | 1,000 | 0.0% | 111.1% | 100 |
| 5320 - Miscellaneous Expense | | | | | | | | | | | |
| 5320 - Miscellaneous Expense | 5320 | 7,560.25 | 400 | 5.00 | -395 | 1% | | 300 | 0.0% | 75.0% | -100 |
| 5330 - Professional & Outside services | | | | | | | | | | | |
| 5332 - Accounting | 5332 | 20,595.68 | 24,000 | 53,499.20 | 29,499 | 223% | | 44,800 | 1.5% | 186.7% | 20,800 |
| 5334 - Legal | 5334 | 20,706.20 | 25,000 | 4,830.30 | -20,170 | 19% | | 25,800 | 0.9% | 103.2% | 800 |
| 5336 - Engineering Services | 5336 | 3,860.33 | 100,000 | 4,185.00 | -95,815 | 4% | | 203,000 | 6.8% | 203.0% | 103,000 |
| 5338 - Other Professional & Outside L | 5338 | 84,143.91 | 136,000 | 46,305.25 | -89,695 | 34% | | 365,000 | 12.2% | 268.4% | 229,000 |
| Total 5330 - Professional & Outside services | 5330 | 129,306 | 285,000 | 108,820 | -176,180 | 38% | | 638,600 | 21.3% | 224.1% | 353,600 |
| 5340 - Postage & Delivery | | | | | | | | | | | |
| 5340 - Postage & Delivery | 5340 | 352.24 | 2,000 | 409.61 | -1,590 | 20% | | 2,000 | 0.1% | 100.0% | 0 |
| 5350 - Rent-Facility use fees | | | | | | | | | | | |
| 5350 - Rent-Facility use fees | 5350 | 7,075.00 | 9,500 | 2,547.50 | -6,953 | 27% | | 7,800 | 0.3% | 82.1% | -1,700 |
| 5360 - Repair & Maintenance | | | | | | | | | | | |
| 5361 - Building R&M | 5361 | 16,008.55 | 13,000 | 1,367.83 | -11,632 | 11% | | 24,000 | 0.8% | 184.6% | 11,000 |
| 5362 - Equipment R&M | 5362 | 9,460.60 | 18,000 | 2,862.42 | -15,138 | 16% | | 19,000 | 0.6% | 105.6% | 1,000 |
| 5363 - General R&M | 5363 | 362,199.76 | 10,000 | 25,183.77 | 15,184 | 252% | | 21,000 | 0.7% | 210.0% | 11,000 |
| 5364 - Grounds R&M | 5364 | 44,708.53 | 40,000 | 9,171.91 | -30,828 | 23% | | 57,000 | 1.9% | 142.5% | 17,000 |
| 5365 - Pool R&M | 5365 | 20,485.51 | 18,000 | 11,096.12 | -6,904 | 62% | | 19,000 | 0.6% | 105.6% | 1,000 |
| 5366 - Vehicle R&M | 5366 | 3,567.57 | 10,000 | 7,151.61 | -2,848 | 72% | | 11,000 | 0.4% | 110.0% | 1,000 |
| 5367 - Janitorial | 5367 | 10,092.01 | 10,510 | 7,174.78 | -3,335 | 68% | | 11,000 | 0.4% | 104.7% | 490 |
| 5368 - Security | 5368 | 3,109.69 | 5,000 | 2,422.55 | -2,577 | 48% | | 7,000 | 0.2% | 140.0% | 2,000 |
| 5369 - Vandalism | 5369 | 202.37 | 500 | 92.90 | -407 | 19% | | 1,000 | 0.0% | 200.0% | 500 |
| Total 5360 - Repair & Maintenance | 5360 | 469,835 | 125,010 | 66,524 | -58,486 | 53% | | 170,000 | 5.7% | 136.0% | 44,990 |
| 5370 - Supplies - Consumable | | | | | | | | | | | |
| 5372 - Office Supplies | 5372 | 9,209.55 | 8,500 | 4,992.89 | -3,507 | 59% | | 12,900 | 0.4% | 151.8% | 4,400 |
| 5374 - Safety & staff supplies | 5374 | 12,280.90 | 5,000 | 8,924.27 | 3,924 | 178% | | 16,500 | 0.6% | 330.0% | 11,500 |
| Total 5370 - Supplies - Consumable | 5370 | 21,490 | 13,500 | 13,917 | 417 | 103% | | 29,400 | 1.0% | 217.8% | 15,900 |
| 5380 - Taxes, Lic., Notices & Permits | | | | | | | | | | | |
| 5380 - Taxes, Lic., Notices & Permits | 5380 | 1,957.19 | 3,000 | 4,539.33 | 1,539 | 151% | | 4,200 | 0.1% | 140.0% | 1,200 |
| 5390 - Telephone & Internet | | | | | | | | | | | |
| 5390 - Telephone & Internet | 5390 | 23,422.67 | 25,000 | 11,893.19 | -13,107 | 48% | | 24,800 | 0.8% | 99.2% | -200 |
| 5400 - Transportation, Meals & Travel | | | | | | | | | | | |
| 5402 - Air, Lodging & Other Travel | 5402 | 7,131.33 | 6,000 | 0.00 | -6,000 | 0% | | 9,000 | 0.3% | 150.0% | 3,000 |
| 5404 - Fuel | 5404 | 16,075.25 | 16,300 | 10,649.72 | -5,650 | 65% | | 16,800 | 0.6% | 103.1% | 500 |
| 5406 - Meals | 5406 | 1,694.19 | 2,400 | 776.48 | -1,624 | 32% | | 5,000 | 0.2% | 208.3% | 2,600 |
| 5408 - Mileage & Auto Allowance | 5408 | 194.13 | 4,300 | 0.00 | -4,300 | 0% | | 8,900 | 0.3% | 207.0% | 4,600 |
| Total 5400 - Transportation, Meals & Travel | 5400 | 25,095 | 15,700 | 11,426 | -4,274 | 73% | | 39,700 | 1.3% | 252.9% | 24,000 |
| 5410 - Utilities | | | | | | | | | | | |
| 5412 - Electric & Gas | 5412 | 54,434.23 | 66,000 | 28,059.66 | -37,940 | 43% | | 64,900 | 2.2% | 98.3% | -1,100 |
| 5414 - Water | 5414 | 6,384.20 | 20,000 | 16,579.04 | -3,421 | 83% | | 20,200 | 0.7% | 101.0% | 200 |
| 5416 - Garbage | 5416 | 14,351.22 | 11,000 | 9,793.31 | -1,207 | 89% | | 15,200 | 0.5% | 138.2% | 4,200 |
| Total 5410 - Utilities | 5410 | 75,169.65 | 120,267 | 54,432.01 | -65,835 | 45% | | 100,300 | 3.4% | 83.4% | -19,967 |
| Total Expense | | 2,192,484 | 2,081,970 | 1,358,107 | -723,863 | 65% | | 2,992,500 | 100.0% | 143.7% | 910,530 |
| Total Net Operating Income and Expenses | | 689,727 | 0 | 39,928,503 | 39,780,473 | N/A | | -591,200 | -19.8% | | -591,200 |

III. FIXED ASSETS AND CAPITAL IMPROVEMENT PROJECTS (CIP)

This section outlines the District Fixed Asset purchases or Capital Improvement Projects over the next 5 years. However, budget actions are obligated only on the upcoming adopted budget. Changes may be necessary to accommodate successful grant and funding sources.

Identified projects influenced the budget request, however, the approach simplifies the request to only a few categories. This more general approach to funding may provide the flexibility needed to support funding opportunities, or a shift in the timing of projects.

Because of limited funding, most projects require outside resources or grants and we wanted to identify potential sources for our potential contribution as this may allow for matching funds if the opportunity arises. In case outside funding is not forthcoming, we can apply the funds to smaller scale projects that may be completed with available resources.

Priorities for the District in the FY2021-22 include:

1. A District Master Plan and park planning.
2. Replacement of large District assets (lighting, shop, and Aquatic Recreation Center) lost in the fire. Nearly all funding may be from insurance or state or federal funds; however, we may likely need to develop additional funds to complete as needed.
3. Improvements to existing parks and facilities, especially items that improve access, efficiency, conservation, or user experience.
4. Park development requires large outside funding sources and we will continue to aggressively look for means to complete these projects. In nearly all cases, these projects require multiple funders and matching funds.
5. Purchase of needed equipment (vehicles, trailers, tools, etc.). Funding may come from insurance, grants, and District Funds.

Figure 7. Capital Improvement Projects (CIP) Summary.

| Paradise Recreation & Park District | | | | | | | | | |
|---|--|------------------|-------------------|-------------------|------------------|----------------|----------------|------------------|-------------------|
| Capital Improvement Project (5 Year) - Summary of Projects | | | | | | | | | |
| FY 2021-2022 | | | | | | | | | |
| Id # | Project | FY Beginning | | | | | | | Total |
| | | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | Beyond 2026 | |
| 2021-1 | Planning: Strategic, Master, Park, and Management Plans | 387,400 | 421,600 | 191,650 | 116,700 | 86,760 | 86,820 | - | 1,290,930 |
| 2021-2 | Vehicle Fleet and Equipment, and Technology Investments | 210,000 | 145,000 | 120,000 | 107,100 | 123,510 | 121,041 | 190,000 | 1,016,651 |
| 2021-3 | District Security, Conservation, and Efficiency Investments | 105,000 | 132,500 | 25,000 | 13,000 | - | - | - | 275,500 |
| 2021-4 | Land Acquisition in Incorporated (Paradise) or Unincorporated (Butte Creek Canyon, Concow/Yankee Hill, and/or Magalia Areas) | 1,579,000 | 1,612,000 | 1,295,000 | 609,000 | 158,000 | 42,000 | - | 5,295,000 |
| 2021-5 | Camp Fire Recovery Projects | 3,164,000 | 2,275,000 | - | - | - | - | - | 5,439,000 |
| 2021-6 | Aquatic Park and Concow Pool Improvements | 45,000 | 74,000 | 12,000 | 6,000 | 7,000 | 8,000 | 4,000,000 | 4,152,000 |
| 2021-7 | Existing Park Improvements and Development | 613,500 | 813,000 | 330,000 | 168,500 | 58,000 | 25,000 | 1,025,000 | 3,033,000 |
| 2021-8 | New Park and Facility Development | 402,000 | 4,633,500 | 9,217,500 | 2,537,000 | 10,000 | - | - | 16,800,000 |
| 2021-9 | Trails Development Project | 65,700 | 288,500 | 281,750 | 196,050 | 90,000 | 70,000 | 500,000 | 1,492,000 |
| Total | | 6,571,600 | 10,395,100 | 11,472,900 | 3,753,350 | 533,270 | 352,861 | 5,715,000 | 38,794,081 |

| Paradise Recreation & Park District | | | | | | | | | |
|--|------------------|-------------------|-------------------|------------------|----------------|----------------|------------------|----------|-------------------|
| Capital Improvement Project (5 Year) - Summary of Funding Sources | | | | | | | | | |
| FY 2021-2022 | | | | | | | | | |
| Task | FY Beginning | | | | | | | Total | |
| | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | Beyond 2026 | | |
| 1. Acquisition | 1,435,000 | 1,465,000 | 1,233,000 | 580,000 | 150,000 | 40,000 | - | - | 4,903,000 |
| 2. Planning | 536,400 | 571,100 | 253,650 | 145,700 | 94,760 | 88,820 | - | - | 1,690,430 |
| 3. Park Development | 467,700 | 4,922,000 | 9,499,250 | 2,733,050 | 100,000 | 70,000 | 500,000 | - | 18,292,000 |
| 4. Park Improvements, Repair and Renova | 758,500 | 1,017,000 | 367,000 | 187,500 | 65,000 | 33,000 | 5,025,000 | - | 7,453,000 |
| 5. Equipment Purchases | 210,000 | 145,000 | 120,000 | 107,100 | 123,510 | 121,041 | 190,000 | - | 1,016,651 |
| 6. Insurance Rebuild | 3,164,000 | 2,275,000 | - | - | - | - | - | - | 5,439,000 |
| 7. Other | - | - | - | - | - | - | - | - | - |
| Total | 6,571,600 | 10,395,100 | 11,472,900 | 3,753,350 | 533,270 | 352,861 | 5,715,000 | - | 38,794,081 |

| Funding Source | FY Beginning | | | | | | | Total | |
|--|------------------|-------------------|-------------------|------------------|----------------|----------------|------------------|----------|-------------------|
| | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | Beyond 2026 | | |
| ACO | - | - | - | - | - | - | - | - | - |
| Capital Improvement & Acquisition Reserv | 1,310,000 | 898,000 | 664,000 | 360,000 | 90,000 | 25,000 | 5,000 | - | 3,352,000 |
| Designated Project/Special Use/Grant Mat | 95,000 | 63,000 | 36,000 | 55,000 | 4,000 | 3,000 | 25,000 | - | 281,000 |
| Donations | 25,000 | 19,000 | 15,000 | 12,000 | - | - | - | - | 71,000 |
| General Fund | 263,000 | 151,600 | 48,150 | 32,000 | 13,860 | 11,320 | 3,900 | - | 523,830 |
| Grant | 319,700 | 1,331,223 | 351,750 | 76,050 | - | - | - | - | 2,078,723 |
| Incorporated Impact Fees (Fund 2526) | 110,500 | 112,500 | 81,300 | 60,700 | - | - | - | - | 365,000 |
| Technology Reserve | 5,000 | 10,000 | 11,000 | 12,100 | 33,310 | 15,641 | 30,000 | - | 117,051 |
| Unidentified | 4,293,400 | 7,665,777 | 10,148,900 | 3,055,800 | 298,100 | 198,900 | 5,501,100 | - | 31,161,977 |
| Unincorporated Impact Fees (Fund 2521) | 60,000 | 64,000 | 32,800 | 700 | - | - | - | - | 157,500 |
| Vehicle Fleet & Equipment Reserve | 90,000 | 80,000 | 84,000 | 89,000 | 94,000 | 99,000 | 150,000 | - | 686,000 |
| Total | 6,571,600 | 10,395,100 | 11,472,900 | 3,753,350 | 533,270 | 352,861 | 5,715,000 | - | 38,794,081 |

IV. FUNDS

The District's funds and reserves may be summarized as follows:

- 1) 1000 - Mechanic's Bank – Operating Account
- 2) 1005- Petty Cash/Imprest Cash
- 3) 1010 - Fund 2510 - General Fund/General Operating (Cash)
 - a. 1011 · General Operating or Cash Reserve
 - b. 1012 · ACO Reserve
 - c. 1013 · General Reserve
 - d. 1014 · Deposits held for others
- 4) 1100 · Designated Treasury Funds - Donations
 - a. 1111 · Aquatic Unicorp-2511
 - b. 1112 · Fund 2512 - Grosso Endowment
 - c. 1113 · Fund 2513 - Grosso Scholarship
 - i. 1114 · Fund 2514 - Designated Treasury Funds (Donations) - This includes a variety of donation funds such as: Bille Park Donations, Bike Park Fund, Lakeridge Park Donations, Wrestling Mat Fund, Pam Young Fund, Easter Egg Scholarships, Child-Youth Scholarships, McGreehan Children's Scholarship, Skate Park Fund, Swim Scholarship Fund, Dog Park Donations, and Coutolenc Camp Fund.
- 5) 1119 · Development Impact and Subdivision Fees
 - a. 1120 · Fund 2520 – Sub-Division Fees
 - b. 1121 · Fund 2521 - Park Acquisition Unincorporated
 - c. 1122 · Fund 2522 - Park Development Unincorporated
 - d. 1124 · Fund 2524 - District Facilities Unincorporated
 - e. 1126 · Fund 2526 - Park Acquisition Incorporated
 - f. 1127 · Fund 2527 - Park Development Incorporated
 - g. 1128 · Fund 2528 - District Facilities Incorporated

Table 3. Current Fund Balances as of 4/30/21.

The designation of funds will be provided by resolution. Notable changes in these items are noted below.

A. General Fund

The District has funds with Butte County and Board approved accounts with Five Star Bank and Mechanics Bank.

B. Accumulative Capital Outlay

The Accumulated Capital Outlay (ACO) designates funds held in reserve for future capital projects. This reserve provides resources for capital programs that would otherwise adversely impact the General Fund.

Under the California Code of Regulations (CCR, 1042 (e). Funds) an Accumulative Capital Outlay (ACO). A fund used to account for the accumulation of revenues restricted for capital outlay under Section 53731 Government Code.

1. For FY 2021-22, PRPD will designate an ACO fund balance of \$606,700.

C. General Reserve

Staff recommends the funds set aside for General Reserves to maintain at \$3,000.

D. Designated Treasury Funds – Donations

Staff will explore consolidation of these funds (recommendation from last year). Funds that are no longer receiving active or on-going donations will be used for the original purpose or combined with an appropriate account to streamline the accounting of these funds.

E. Development Impact and Subdivision Fees

Development Impact fees are required as part of new building construction or expansion. The fees stem from a formula developed during the Nexus study that uses park acquisition, development, and facility improvements. However, as per discussions with the County (citation), while the fees need to be spent within the proper geographical area and within those categories, they need not be strictly partitioned. We anticipate growth of these funds as the area rebuilds (Table 5).

Table 4. Current Impact Fee Balances (as of 4/30/21)

| ▼ 1119 · Impact Fees | |
|-------------------------------------|-------------------|
| 1120 · Sub Div Fees - 2520 | 8,103.30 |
| 1121 · Park Acqui Unincorp - 2521 | 47,166.73 |
| 1122 · Park Dev Unincorp - 2522 | 78,005.24 |
| 1124 · District Fac Unincorp - 2524 | 40,531.66 |
| 1126 · Park Acqui Incorp - 2526 | 90,064.05 |
| 1127 · Park Dev Incorp - 2527 | 270,701.71 |
| 1128 · District Fac Incorp - 2528 | 48,779.34 |
| Total 1119 · Impact Fees | 583,352.03 |

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V. STAFF AND ORGANIZATION

A. Paradise Recreation and Park District Description

The District occupies roughly 172 square miles within Butte County (Figure 6). The District manages 468.75 acres of park land and facilities (Foothill 2010, plus staff information on the addition of Noble Park). This splits up to about 82 acres of developed parkland and 374 of undeveloped park land. The District has developed a sub-division of our border to provide useful demographic information that will aid with programs and planning. This is reflected in the Figure.

The District provides customer and administrative services, park operations, recreation services and assists with community development. The District maximizes available resources to deliver well-maintained parks, a variety of high-quality recreation programs and activities. We believe in building community and positive experiences by providing and supporting recreational opportunities and programs. We build effective partnerships with other service providers thus helping meet the quality of life expectations, building community pride, and supporting the economic goals of the community. We will measure our success by providing adequate access and connections to trails, parks, sports and recreation facilities that meet the needs of our citizens and visitors to our community.

As the budget is a statement of District priorities, over the next year, the organization will update a number of items (strategic plan, inventory, programing review) that will aide in the developing priorities in the future. The information generated, such as history; the area served and population demographics; inventory of facilities; the core values, vision, and mission of the District; partnerships; etc. may be helpful for the public to assess the context for budget decisions and should be referenced (or potentially included in the budget document).

B. Staffing

The District suffered considerable loss of experienced staff after the Camp Fire (about ½ of all permanent employees). Since that time the District has hired some key positions to help rebuild and develop new capacity.

In 2019 and 2020, the Finance and Personnel Committees of the PRPD Board initiated review of the organizational structure, job classifications, and salary scale of the District. This has continued and will be fully addressed in the next FY. The proposed organization charts reflect these changes.

Additional efforts will look at our staffing levels in each area and analyze our workforce in terms of Full-Time Equivalents (FTE) this will allow for a clearer comparison of resources. We anticipate some additional needs for maintenance and programing over the next few months but staffing levels will remain below pre-Camp Fire levels.

Figure 8. District Boundaries and Sub-Divisions.

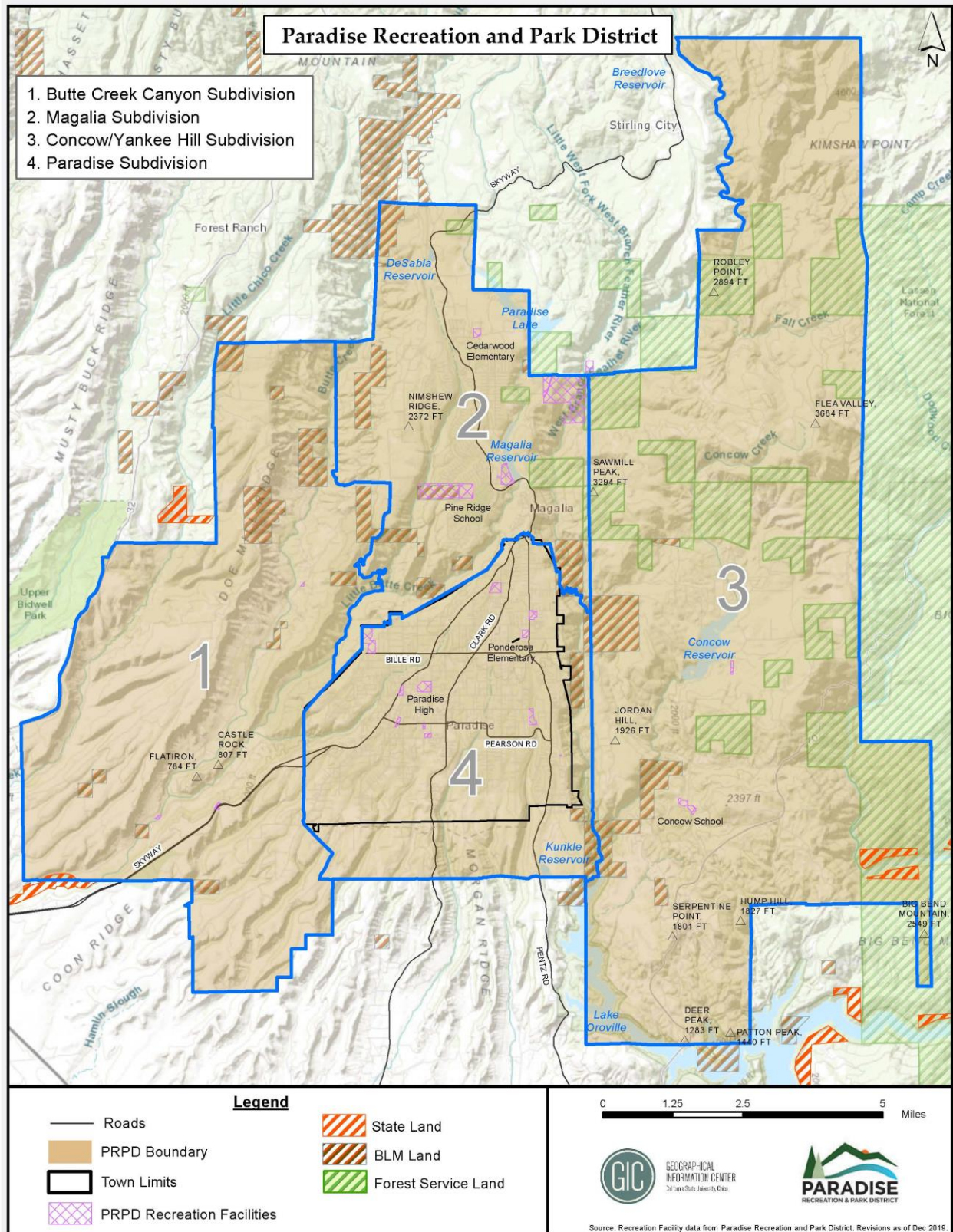
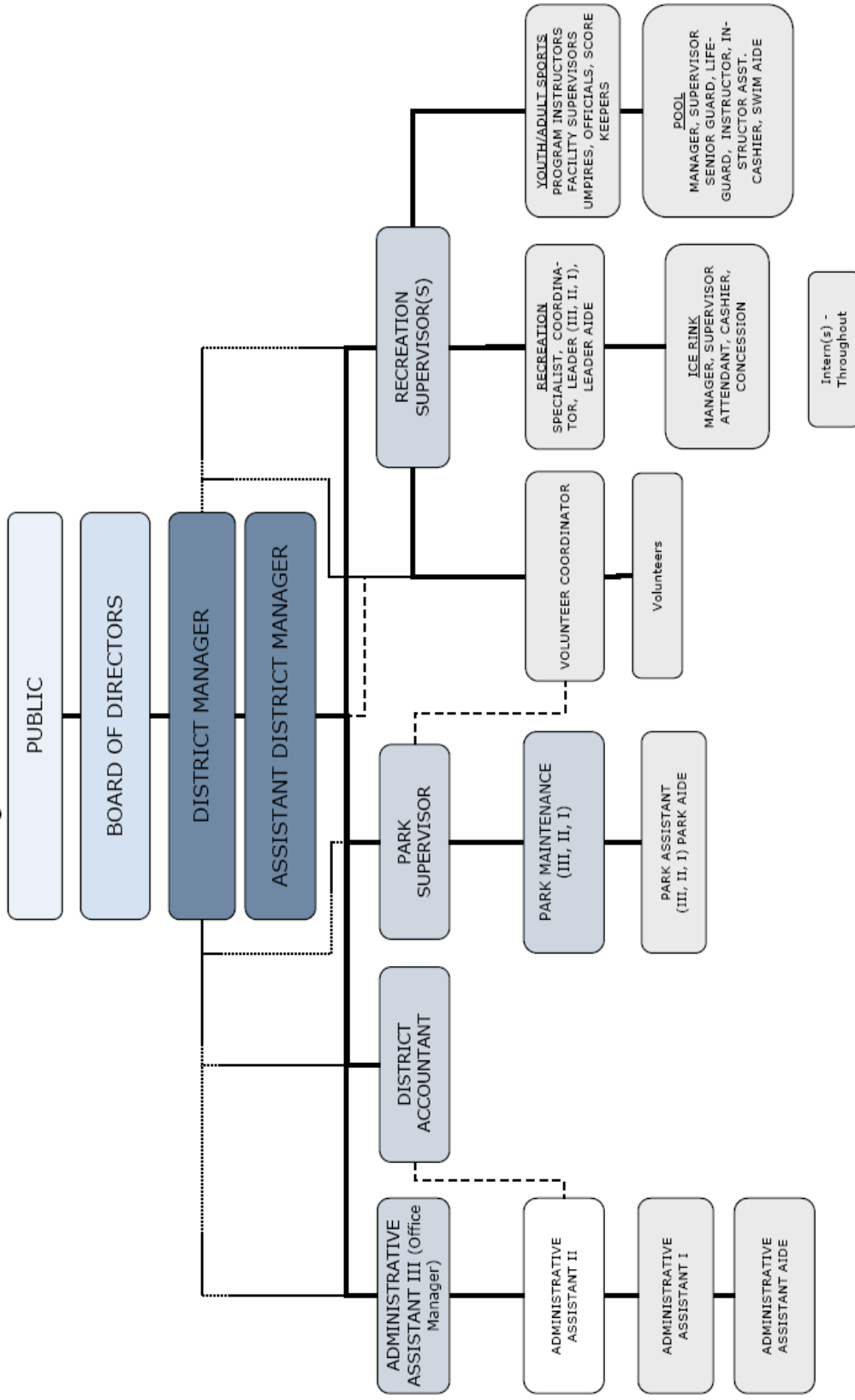


Figure 9. Paradise Recreation and Park District Service Area (Rev. Dec. 2015).

Figure 10. PRPD Organization Charts (General, Functional, and by Name)

PARADISE RECREATION AND PARK DISTRICT Organizational Chart



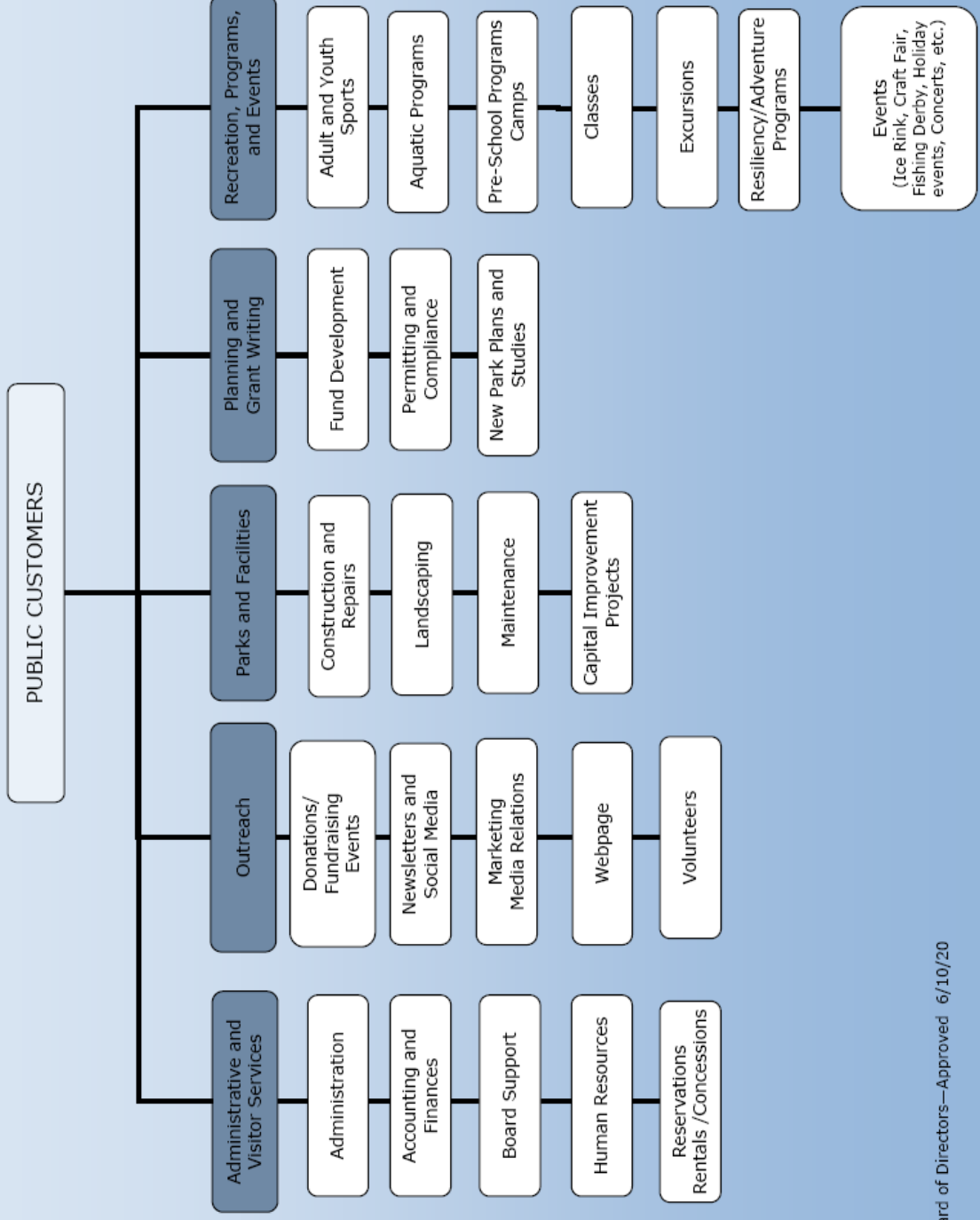
PRPD Board of Directors—Approved 6/10/20

Note: Additional modifications will occur as job descriptions are reviewed. Interns may be applied to any part of the organization, but in particular parks and programming.

6/16/2020

1

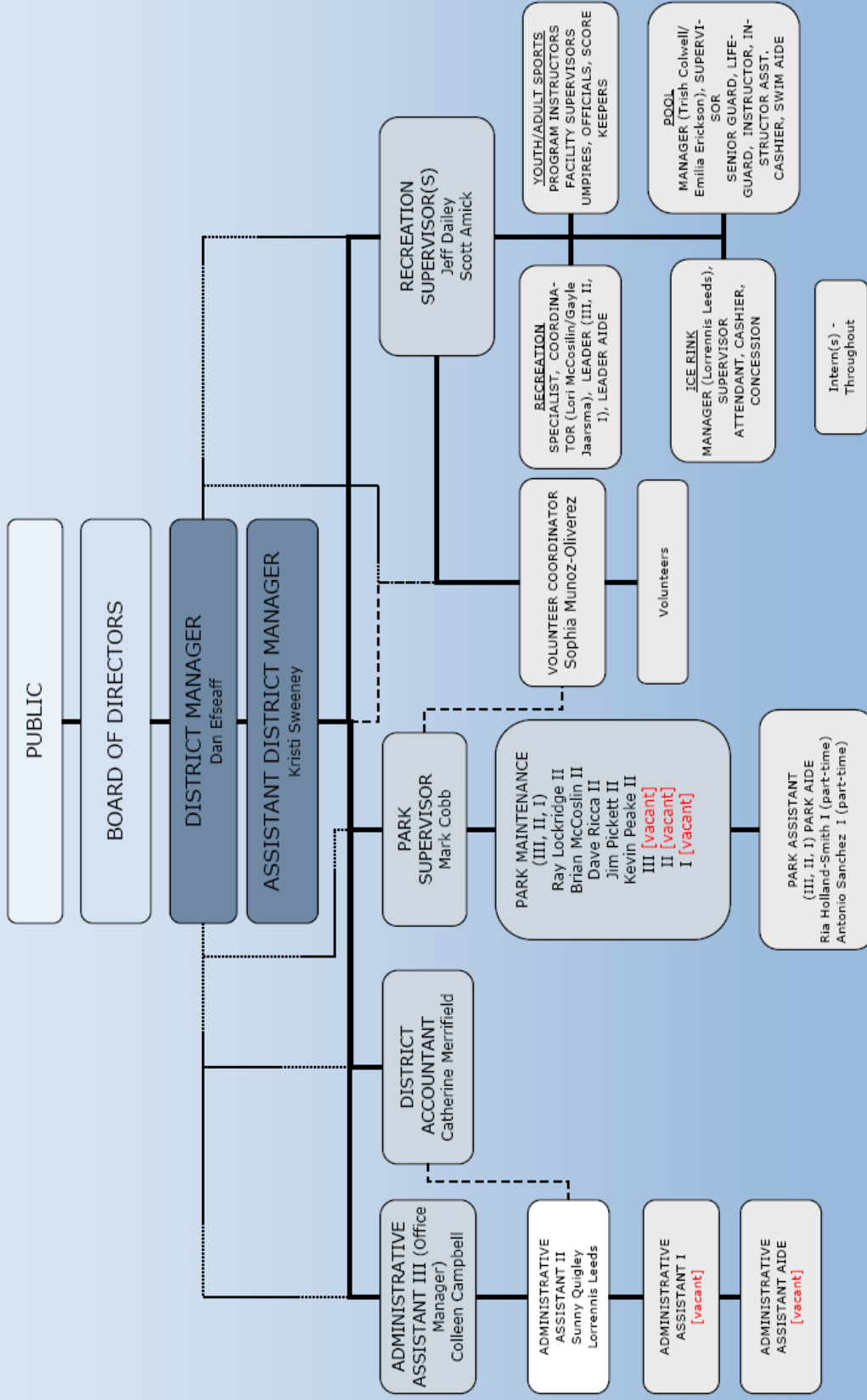
PARADISE RECREATION AND PARK DISTRICT Functional Areas Chart



PRPD Board of Directors—Approved 6/10/20
6/16/2020

PARADISE RECREATION AND PARK DISTRICT Staff Organizational Chart

5/19/20



BOD Approved 6/10/20
Revised with current staff
PRPD Board of Directors

Note: Current Titles used. Modifications will occur as job descriptions are reviewed. For example, the recreation specialist may be combined into the Outreach Coordinator position; the Admin Assistant II position may change as it will conduct more oversight, and the Admin Assistant I position may change to reflect the predominate accounting function. Interns may be applied to any part of the organization, but in particular parks and programming.

Table 5. Adopted (6/10/20) 2021 Salary Scale.

2020-2021 Salary Schedule

Paradise Recreation & Park District

Summary Hourly Rate Scale

All Positions

Fiscal Year - 2020-2021

Calendar Year: 2021

Effective Date: 1/1/2021
Date Approved: 6/10/2020
Version Date: 6/10/2020

| CLASSIFICATION | Area | Steps | | | | | | | |
|----------------|------|-------|---|---|---|---|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 | 10 | 15 | 20 |

FULL-TIME - Hourly Rate

| | | | | | | | | | |
|------------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| ADMINISTRATIVE ASSISTANT II | Admin | 20.26 | 20.87 | 21.50 | 22.14 | 22.81 | 23.49 | 24.20 | 24.92 |
| ADMINISTRATIVE ASSISTANT III | Admin | 25.41 | 26.17 | 26.95 | 27.76 | 28.59 | 29.45 | 30.34 | 31.25 |
| ASSISTANT DISTRICT MANAGER | Admin | 34.08 | 35.10 | 36.16 | 37.24 | 38.36 | 39.51 | 40.70 | 41.92 |
| DISTRICT ACCOUNTANT | Admin | 22.52 | 23.19 | 23.89 | 24.61 | 25.34 | 26.10 | 26.89 | 27.69 |
| PARK MAINTENANCE I | Main | 14.37 | 14.80 | 15.25 | 15.70 | 16.18 | 16.66 | 17.16 | 17.67 |
| PARK MAINTENANCE II | Main | 17.19 | 17.71 | 18.24 | 18.78 | 19.35 | 19.93 | 20.53 | 21.14 |
| PARK MAINTENANCE III | Main | 20.74 | 21.37 | 22.01 | 22.67 | 23.35 | 24.05 | 24.77 | 25.51 |
| PARK SUPERVISOR | Main | 26.79 | 27.59 | 28.42 | 29.27 | 30.15 | 31.05 | 31.99 | 32.95 |
| REC SUPERINTENDENT | Rec | 29.26 | 30.14 | 31.04 | 31.97 | 32.93 | 33.92 | 34.94 | 35.99 |
| RECREATION SUPERVISOR | Rec | 26.79 | 27.59 | 28.42 | 29.27 | 30.15 | 31.05 | 31.99 | 32.95 |

PART-TIME - Hourly Rate

MAINTENANCE

| | | | | |
|--------------------|------|-------|-------|-------|
| PARK AIDE | Main | 14.00 | 14.20 | 14.40 |
| PARK ASSISTANT I | Main | 14.00 | 14.20 | 14.40 |
| PARK ASSISTANT II | Main | 14.60 | 14.80 | 15.00 |
| PARK ASSISTANT III | Main | 15.20 | 15.40 | 15.60 |

RECREATION

| | | | | |
|------------------------|-----|-------|-------|-------|
| RECREATION COORDINATOR | Rec | 16.50 | 17.50 | 18.50 |
| RECREATION LEADER I | Rec | 14.00 | 14.15 | 14.30 |
| RECREATION LEADER II | Rec | 14.45 | 14.60 | 14.75 |
| RECREATION LEADER III | Rec | 14.90 | 15.05 | 15.20 |
| RECREATION SPECIALIST | Rec | 23.00 | 24.00 | 25.00 |

SWIM POOL

| | | | | |
|----------------------|-----|-------|-------|-------|
| CASHIER | Rec | 14.00 | | |
| HEAD CASHIER | Rec | 14.50 | 14.65 | 14.80 |
| INSTRUCTOR ASSISTANT | Rec | 14.00 | 14.15 | 14.30 |
| LIFEGUARD INSTRUCTOR | Rec | 14.45 | 14.60 | 14.75 |
| POOL MANAGER | Rec | 17.15 | 17.30 | 17.45 |
| POOL SUPERVISOR | Rec | 16.50 | 16.65 | 16.80 |
| SENIOR GUARD | Rec | 14.90 | 15.05 | 15.20 |
| SWIM AIDE | Rec | 14.00 | | |

OFFICE

| | | | | | | |
|---------------------------------|-------|-------|-------|-------|-------|-------|
| ADMIN ASSISTANT AIDE | Admin | 14.00 | | | | |
| ADMINISTRATIVE ASSISTANT I (P) | Admin | 17.10 | 17.60 | 18.10 | 18.60 | 19.10 |
| ADMINISTRATIVE ASSISTANT II (P) | Admin | 19.10 | 19.60 | 20.10 | 20.60 | 21.10 |
| INTERN | TBD | 14.00 | 16.00 | 18.00 | 20.00 | 22.00 |

| Encumbered Rate Multiplier | |
|----------------------------|------|
| Full-Time | 1.3 |
| Part-Time | 1.15 |

VI. REFERENCES

[CSCO] California State Controller's Office. 1976. Special Districts Uniform Accounting and Reporting Procedures. Effective August 1, 1976. Sacramento, California.

Foothill Associates. 2010. Paradise Recreation and Park District, Master Plan Update, 2010-2020. August 2010. Rocklin, California.

[https://paradisepprd.sharepoint.com/sites/Finance/Shared Documents/FY.2021-22/Budget.Report/2021-22.Budget.Report.V1.Preliminary.21.0507.docx](https://paradisepprd.sharepoint.com/sites/Finance/Shared%20Documents/FY.2021-22/Budget.Report/2021-22.Budget.Report.V1.Preliminary.21.0507.docx)
Last printed 5/7/2021 11:17 AM

Documents/FY.2021-22/Budget.Report/2021-

DRAFT



DATE: 5/12/2021
TO: PRPD Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Moore Rd. Ballpark Lighting Project

Report in Brief

After the Camp Fire the existing wooden light poles and fixtures around the Moore Road Park softball field were deemed a hazard. Insurance adjusters determined that the poles could not be replaced with like-kind poles and fixtures due to code restrictions in the Town of Paradise. The insurance company has agreed to reimburse the District for a new lighting system on the softball field with steel poles, new fixtures, and underground wiring.

During the June 10, 2020 Board of Directors meeting, the Board authorized the District Manager to initiate a Request For Bids (RFB) for construction of the softball field lighting upgrade. Staff prepared the RFB and had it reviewed by NorthStar Engineering to ensure bids received for the project would be comparable and deliver according to District preferences for steel poles and LED lighting system. Staff now seek approval to put the RFB out to public bid.

Recommendation

Approve the Request For Bid (RFB) for lighting upgrade at Moore Road Ballpark and direct staff to put the RFB out to bid.

Attachments

- A. Moore Road Softball Field Request For Bid (RFB)

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/21.0512_Moore.Rd.Ballpark.Lighting.Staff.Report.docx

5/3/2021

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I. NOTICE TO CONTRACTORS – REQUEST FOR BIDS

INTRODUCTION

The Paradise Recreation and Park District, herein referred to as PRPD or District, solicits interested and qualified contractors to submit bids for entering into an agreement for the purpose of reconstructing the Moore Road Ball Park Softball Field Lighting System located at 6705 Moore Road in Paradise, California.

Since 1948, the Paradise Recreation and Park District provides recreation facilities and programs to the residents of Paradise, the Butte Creek Canyon area, and the unincorporated communities of Magalia/Paradise Pines and Concow/Yankee Hill. The District serves 50,000 people living in a 170-square mile area and manages nearly 500 acres of park land and facilities.

GENERAL TERMS AND CONDITIONS OF THE REQUEST FOR BID

1. All bidders shall inspect the work site and conduct a field verification of the scope of work. Site address is: **6705 Moore Road, Town of Paradise, County of Butte, State of California**
2. A mandatory pre-bid meeting will be held on XXXXXXXXXXXX at 10:00 a.m. via Zoom.
3. Sealed submittals, in three (3) copies marked “Moore Road Ball Park Softball Field Lighting Renovation”; must be received no later than 3:00 p.m., Local Time on XXXXXXXXXXXX at:

Paradise Recreation and Park District
6626 Skyway
Paradise, CA 95969
Attention: Dan Efseaff, District Manager
4. Each bid must be accompanied by cash, a certified check, cashier’s check, or a bid bond in favor of the Paradise Recreation and Park District in an amount equal to at least ten percent [10%] of the amount bid. Such guaranty to be forfeited should the bidder whom the contract is awarded fail to enter into the contract.
5. Any bid or addenda pertaining thereto received after the announced time and date for submittals, whether by mail or otherwise, will be rejected. It is the sole responsibility of the bidder for ensuring that their bids are received by PRPD before the deadline. PRPD reserves the right to request additional information at any time during the procurement process.
6. If you are an individual with a disability and require a reasonable accommodation, please notify PRPD at (530) 872-6393, three (3) working days prior to need.

7. Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition. On the contrary, all responsible contractors are encouraged to submit bids.
8. Selection may be made of one or more bidders deemed to be fully qualified and best suited among those submitting bids, on the basis of the factors involved in the Request for Bid, including price. Negotiations may then be conducted with the bidders so selected. Price shall be considered, but need not be the sole determining factor. After negotiations have been conducted with the bidders so selected, PRPD shall select the bidder which, in its opinion, has made the best responsive bid and award the contract to that bidder.
9. Information and/or factors gathered during interviews, negotiations, reference checks, and any other information or factors deemed relevant by PRPD, shall be utilized in the final award. The final award of a contract is subject to approval by the Paradise Recreation and Park District's Board of Directors.
10. Prevailing Wages: Bidders are hereby notified that pursuant to the provisions of Section 1720-1861 ET. Seq. of the State of California Labor Code, the Director of the State Department of Industrial Relations has ascertained the general prevailing rate of per diem wages and the rates for overtime and holiday work in the locality in which the work is to be performed for each craft, classification or type of workman needed, applicable as of the date of the Bid Advertisement, copies of which may be obtained online through the Department of Labor Statistics at <http://www.dir.ca.gov/dlsr/pwd> for any interested party, and in the case of a contract, a copy will be posted at the job site.
11. Any bid submitted MUST include the Signature Sheet which has been signed by an individual authorized to bind the bid. All bids submitted without such signature may be deemed non-responsive.
12. The Preliminary Bid Summary will be posted on the District website once all received bids have been opened: <https://www.paradisepripd.com/professional-consultants-and-contractors>
13. Bids received after this time will be returned unopened. Bids shall be valid for sixty (60) calendar days after the bid opening date. Bids shall be submitted on the District's Bid Forms. No electronic or emailed bids will be accepted.

II. GENERAL PROVISIONS

SELECTED TERMS AND CONDITIONS OF THE CONTRACT

CONTRACTORS SUBMITTING BIDS MUST BE REGISTERED AS A CONTRACTOR WITH THE STATE OF CALIFORNIA:

Both contractor license classifications A and B are required to complete work but either classification can submit bids for the job as long as the other classification is included on the subcontractors list.

ADDITIONAL INFORMATION REQUESTED:

Please indicate if your company has been cited and/or fined within the last five (5) years by any Federal, State or Local regulatory agency. If so, please provide the following information:

- a. Date
- b. Identity of the agency issuing the citation or fine
- c. Description of the violation
- d. Final rulings of agency

NONDISCRIMINATION CLAUSE:

The company who is selected as the Contractor, as required by law, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual preference, disability, height, weight, or marital status.

INDEMNIFICATION AND HOLD HARMLESS

The vendor who is selected as the Contractor shall, at its own expense, protect, defend, indemnify, save and hold harmless, the PRPD and its elected and appointed officers, employees, servants, and agents from any and all claims, damages, lawsuits, costs and expenses including, but not limited to, all costs from administrative proceedings, court costs and attorney fees that PRPD and its elected and appointed officers, employees, servants and agents may incur as a result of the acts, omissions or negligence of the Contractor or its employees, servants, agents or subcontractors that may arise out the agreement.

The Contractor's indemnification responsibility under this section shall include the sum of damages, costs and expenses which are in excess of the sum of damages, costs and expenses which are paid out on behalf of or reimbursed to PRPD, its officers, employees, servants and agents by the insurance coverage obtained and/or maintained by the Contractor.

INSURANCE:

The vendor shall purchase and maintain insurance not less than the limits set forth below. All coverages shall be with insurance companies licensed and admitted to do business in the State of

California and have a minimum A.M. Best Company's Insurance Reports rated of A or A- (Excellent)

- a. Worker's Compensation Insurance including Employers Liability Coverage in accordance with all applicable Statutes of the State of California.
- b. Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$2,000,000 per occurrence and \$2,000,000 aggregate combined single limit. Coverage shall include the following; (1) Contractual Liability; (2) Products and Completed Operations; (3) Independent Contractors Coverage; (4) Broad form General Liability endorsement or equivalent.
- c. Motor Vehicle Liability Insurance, including California No-Fault Coverage, with limits of liability of not less than \$2,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- d. Additional Insured – Commercial General Liability Insurance, as described above, shall include an endorsement stating the following shall be "Additional Insured": The PRPD, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.
- e. Cancellation Notice – All insurances described above shall include an endorsement stating the following: "It is understood and agreed that thirty (30) days advanced written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: Paradise Recreation and Park District, 6626 Skyway, Paradise, CA 95969, Attention: Dan Efseaff."
- f. Proof of Insurance – The vendor shall provide to PRPD at the time the contracts are returned by it for execution, two (2) copies of certificates of insurance for each of the policies mentioned above. If so requested, certified copies of all policies will be furnished.

RIGHT OF REJECTION:

PRPD reserves the right to reject any or all bids, to waive any informalities or irregularities in bids, and/or to negotiate separately the terms and conditions of all or any part of the bids as determined to be in PRPD's best interests at its sole discretion.

STANDARD FORMS:

Any preprinted contract form(s) the vendor proposes to include as part of the contract resulting from this bid must be submitted as part of the bid. Any standard contract provisions not submitted as part of the bid and subsequently presented for inclusion may be rejected. PRPD reserves the right to accept or reject in whole or in part any form contract submitted by a vendor and/or to require that amendments be made thereto, or that an agreement drafted by PRPD be utilized.

ADVICE OF OMISSION OR MISSTATEMENT:

In the event it is evident to a vendor responding to the RFB that PRPD has omitted or misstated a material requirement to this RFB and/or the services required by this RFB, the responding vendor shall advise Dan Efseaff, District Manager at (530) 872-6393 of such omission or misstatement.

COST OF PREPARATION:

PRPD will not pay any costs incurred in the bid preparation, printing or demonstration process. All costs shall be borne by the vendors.

NOTIFICATION OF WITHDRAWAL OF BID:

Bids may be modified or withdrawn prior to the date and time specified for this submission with a formal written notice by an authorized representative of the vendors. Bids submitted will become the property of PRPD after the bid submission deadline.

APPLICABLE LAW AND VENUE:

The agreement resulting from this RFB shall be construed according to the laws of the State of California. PRPD and vendors agree that the venue for any legal action under this agreement shall be the County of Butte, State of California.

COMPLIANCE WITH THE LAW:

Vendors shall render the services to be provided pursuant to this agreement in compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

RIGHTS TO PERTINENT MATERIALS:

All responses, inquiries, and correspondence relating to this RFB and all reports, charts, displays, schedules, exhibits, and other documentation produced by the vendors that are submitted as part of the bid shall become the property of PRPD after the bid submission deadline.

CONFIDENTIALITY OF DOCUMENTS:

Submitted responses to the RFB shall be deemed confidential during the evaluation process. Vendor's bid will not be available for review by anyone other than the PRPD's Evaluation Team or its designated agents within the limits of PRPD's public disclosure requirements.

PRE-OPENING INQUIRES / RESPONSE:

Any explanation desired by a prospective vendor regarding the meaning or interpretation of a Request for Sealed Bids and any attachment(s) must be requested in writing and presented to PRPD. Written requests may be mailed, faxed to (530) 872-8619, or e-mailed to info@paradisepprd.com. All requests for explanation or information must be received by **XXXXXXXXXXXXXX**. All responses shall be in writing and shall be furnished to all prospective vendors as an amendment to the RFB. Receipt of all amendments shall be acknowledged upon the bid by attachment thereto at the time of submission of bid. All amendments shall be signed and dated by the vendor. No oral explanation or instruction of any kind or nature whatsoever – given before the award of contract to a bidder – shall be binding.

BOND REQUIREMENTS:

Any proposal, if awarded, will be required to provide 100% of the contract amount coverage in a Performance Bond and Payment Bond. Bond must be with surety companies satisfactory to PRPD and who are listed in the Federal Register as published by the U.S. Department of Treasury under the most recently revised Circular. In addition, each surety company shall be admitted and licensed to do business in the State of California and have a minimum A.M. Best Company’s Insurance Report Rating of A or A- (Excellent).

COMPLETION OF WORK:

The Contractor shall begin work within **eight (8)** calendar days after receiving a notice to proceed from PRPD and shall diligently prosecute the same to completion before the expiration of

| | | |
|------------------|-------------------|---------------------|
| PRIMARY BID: | <u> </u> | <u>WORKING DAYS</u> |
| ADD ALTERNATE 1: | <u> </u> | <u>WORKING DAYS</u> |
| ADD ALTERNATE 4: | <u> </u> | <u>WORKING DAYS</u> |
| ADD ALTERNATE 5: | <u> </u> | <u>WORKING DAYS</u> |

from the date of said NOTICE TO PROCEED. Working days include Monday through Friday between 7:00 a.m. and 7:00 p.m. excluding Holidays.

CHANGES IN WORK:

DISTRICT RIGHT TO DIRECT CHANGES:

The District, PRPD, at any time by written order may make Changes within the general scope of the work under the Contract Documents or issue additional instructions, require additional work, or direct deletion of work. The Contractor shall not proceed with any Change involving an increase or decrease in the Contract Price or the Contract Time without prior written authorization from PRPD. PRPD’s right to make Changes shall not invalidate the Contract nor relieve the Contractor of any liability or other obligations under the Contract Documents. Changes to the work depicted or described in the specifications shall be subject to approval by the engineer.

CONTRACTOR NOTICE OF ORAL ORDER OF CHANGE IN WORK:

Any oral order, direction, instruction, interpretation, or determination from PRPD which in the opinion of the Contractor causes any change to the scope of work, or otherwise requires an adjustment to the Contract Price or the Contract Time, shall be treated as a Change in work only if the Contractor gives PRPD written notice, on supplied change order form, within ten (10) days of the order, directions, instructions, interpretation or determination and prior to acting in accordance therewith. Time is of the essence in Contractor’s written notice pursuant to the preceding sentence so that PRPD can promptly investigate and consider alternative measures to address the order, direction, instruction, interpretation or determination giving rise to Contractor’s

notice. Accordingly, Contractor acknowledges that its failure, for any reason, to give written notice within ten (10) days of such order, direction, instruction, interpretation or determination shall be deemed Contractor's waiver of any right to assert or claim any entitlement to an adjustment of the Contract Time or the Contract Price on account of such order, direction, instruction, interpretation or determination. The written notice shall state the date, circumstances, extent of adjustment to the Contract Price or the Contract time, if any, requested, and the source of the order, direction, instruction, interpretation or determination that the Contractor regards as a Change. Unless the Contractor acts in strict accordance with this procedure, any such order, direction, instruction, interpretation or determination shall not be treated as a Change and the Contractor hereby waives any claim for any adjustment to the Contract Price or the Contract time on account thereof.

CONTRACTOR SUBMITTAL OF DATA:

Within ten (10) days after receipt of a written order directing a Change in the work or furnishing the written notice regarding any oral order directing a Change in work, the Contractor shall submit to PRPD a detailed written statement, on the supplied change order form, setting forth the general nature of the Change, the amount of any adjustment to the Contract Price on account thereof, properly itemized and supported by sufficient substantiating data to permit evaluation of the same, and the extent of adjustment of the Contract Time, if any, required by such Change. The Contractor's strict compliance with the foregoing is an express condition precedent to any right of the Contractor to adjustment of Contract Time or the Contract Price on account of Changes to work. No claim or adjustment to the Contract Price or the Contract Time shall be allowed if not asserted by the Contractor in strict conformity herewith or if asserted after Final Payment is made.

ADJUSTMENT TO CONTRACT PRICE AND CONTRACT TIME ON ACCOUNT OF CHANGES TO THE WORK:

Adjustments to the Contract Price due to Changes in the work shall be determined by the application of one of the following methods, in the following order of priority:

1. **Mutual Agreement** – By negotiation and mutual agreement, on a lump sum basis, between PRPD and the Contractor on the basis of the estimate of the actual and direct increase or decrease in costs on account of the Change. Within ten (10) days after issuance of written directive of PRPD directing or authorizing the Contract to commence with a Change to the work, the Contractor shall deliver to PRPD a detailed cost breakdown of the estimate of increase or decrease in costs directly associated with performance of the Change along with supporting data and documentation. The Contractor's estimate of increase or decrease in costs pursuant to the foregoing shall be in sufficient detail and in such form as to allow PRPD to review and assess the completeness and accuracy thereof. The Contractor shall be solely responsible for any additional costs or additional time arising out, or related in any manner to, its failure to provide the estimate of costs within the time specified in the request of PRPD for such estimate. If the Contractor fails or refuses to deliver to PRPD the Contractor Change Order Data, the Contractor shall be deemed to have waived any right to object to PRPD's determination of the extent of adjustment of the Contract Time of the Contract Price, provided that such determination is reasonable under the circumstances. In such event PRPD's determination shall be final, binding, and conclusive on the Contractor.

2. **Determination by PRPD** – PRPD, whether or not negotiations are initiated pursuant to the Mutual Agreement above, based upon actual and necessary costs incurred by the Contractor as determined by PRPD on the basis of the Contractor’s records. In the event that the procedure set forth in the article is utilized to determine the extent of adjustment to the Contract Price on account of Changes to the work, promptly upon determining the extent of adjustment to the Contract Price, PRPD shall notify the Contractor in writing of the same; the Contractor shall be deemed to have accepted PRPD’s determination of the amount of adjustment to the Contract price on account of the Change to the work unless Contractor shall notify PRPD in writing, not more than fifteen (15) days from the date of PRPD’s written notice, of any objection to PRPD’s determination. Failure of the Contractor to timely notify PRPD of the Contractor’s objections to the PRPD’s determination of the extent of adjustment to the Contract Price shall be deemed Contractor’s acceptance of PRPD’s determination and a waiver of any right or basis of the Contractor to thereafter protest or otherwise object to PRPD’s determination.

BASIS FOR ADJUSTMENT OF CONTRACT PRICE:

If Changes in the work require an adjustment of the Contract Price pursuant to adjustments listed above, the basis of adjustment for the Contract Price shall be as follows:

1. **Labor** – Contractor shall be compensated for the costs of labor actually and directly utilized in the performance of the Change. Such labor costs shall be limited to field labor for which there is a prevailing wage rate classification. Wage rates for the labor shall not exceed the prevailing wage rates in the locality of the site and shall be in the labor classifications necessary for the performance of the Change. Use of labor classification which would increase labor costs associated with any Change shall not be permitted.
2. **Materials and Equipment** – Contractor shall be compensated for the costs of materials and equipment necessarily and actually used or consumed in connection with the performance of Changes. Costs of materials and equipment may include reasonable costs of transportation from a source closest to the site of the work and delivery to the site. If discounts by Material Suppliers are available for materials necessarily used in the performance of Changes, they shall be credited to PRPD. If materials and/or equipment necessarily used in the performance of Changes are obtained from a supplier or source owned in whole or part by the Contractor, compensation therefore shall not exceed the current wholesale price for such materials or equipment. If, in reasonable opinion of PRPD the costs asserted by the Contractor for materials and/or equipment in connection with any Change is excessive, or if the Contractor fails to provide satisfactory evidence of the actual costs of such from its supplier or vendor, the cost of such materials and/or equipment and PRPD obligation for payment of the same shall be limited to the lowest wholesale price at which similar materials and/or equipment are available in the quantities required to perform the Change. PRPD may elect to furnish materials and/or equipment for Changes, in which event the Contractor shall not be compensated for the costs of furnishing such materials or any mark-up thereon.

3. **Construction Equipment** – Contractor shall be compensated for the actual cost of the necessary and direct use of construction equipment in the performance of Changes of work. Use of such construction equipment in the performance of Changes to the work shall be compensated in increments of fifteen (15) minutes. Rental time for construction equipment moved by its own power shall include time required to move such equipment to the site of the work from the nearest available rental source of the same. If construction equipment is not moved to the site by its own power, Contractor will be compensated for the loading and transportation costs in lieu of rental time. The foregoing notwithstanding, neither moving time or loading and transportation time shall be allowed if the construction equipment is used for performance of any portion of the work other than changes to the work. Unless prior approval in writing is obtained by PRPD, no costs or compensation shall be allowed for time while Construction Equipment is inoperative, idle or on standby, for any reason. The Contractor shall not be entitled to an allowance or any other compensation for construction equipment or tools used in the performance of Changes to the work where such construction equipment or tools have a replacement value of One Thousand Dollars (\$1,000.00) or less. Construction equipment costs claimed by the Contractor in connection with the performance of any Change to the work shall not exceed rental rates established by distributors or construction equipment rental agencies in the locality of the site; any costs asserted which exceed such rental rates shall not be allowed or paid. Unless otherwise specifically approved in writing by PRPD, the allowable rate for the use of construction equipment in connection with Changes to the work shall constitute full compensation to the Contractor for the cost of rental , fuel, power, oil, lubrication, supplies, necessary attachments, repairs or maintenance of any kind, depreciation, storage, insurance, labor (exclusive of labor costs of the construction equipment operator), and any other costs incurred by the Contractor incidental to the use of such construction equipment.
4. **Mark-up Costs of Changes to the Work** – In determining the cost to PRPD and the extent of increase to the Contract Price resulting from a Change adding to the Work, the allowance for mark-ups on the costs of the Change for all overhead (including home office and field overhead), general conditions costs and profit associated with the Change shall not exceed 15 percent, regardless of the number of Subcontractors, of any tier, performing any portion of any Change to the work. If a Change to the work reduces the Contract Price, no profit, general conditions or overhead costs shall be paid by the District to the Contractor for the reduced or deleted Work. In such event, the adjustment to the Contract Price shall be the actual cost reduction realized by the reduced or deleted Work.
5. **Contractor Maintenance of Records** – In the event that Contractor shall be directed to perform any Changes to the Work pursuant to the District Right to Direct Changes or the Contractor Notice of Oral Order of Change in the Work, or should the Contractor encounter conditions which the Contractor, pursuant to the Contractor Notice of Changes, believes would obligate the District to adjust the Contract Price and/or the Contract Time.

Contractor shall maintain detailed records itemizing each element of costs along with substantiating evidence of costs incurred on a daily basis. Such records shall include without limitation hourly records for labor and construction equipment and itemized records of materials and equipment used that day in connection with the performance of any Change to the work. In the event that more than one Change to the work is performed by the Contractor in a calendar day, Contractor shall maintain separate records of labor, construction equipment, materials and equipment for each such Change. In the event that any Subcontractor, of any tier, shall provide or perform any portion of any Change to the Work, Contractor shall require that each such Subcontractor maintain records in accordance with this Article. Each daily record maintained hereunder shall be signed by Contractor's Superintendent or Contractor's authorized representative; such signature shall be deemed Contractor's representation and warranty that all information contained therein is true, accurate, and complete and relate only to the Change referenced therein. All records maintained by a Subcontractor, of any tier, relating to the costs of a Change to the Work shall be signed by such Subcontractor's authorized representative or Superintendent. All records maintained hereunder shall be subject to inspection, review and/or reproduction by PRPD upon request. In the event that Contractor shall fail or refuse, for any reason, to maintain or make available for inspection, review and/or reproduction such records and the adjustment to the Contract Price on account of any Change to the Work is determined pursuant to this Article, PRPD's reasonable good faith determination of the extent of adjustment to the Contract Price on account of such Change shall be final, conclusive, dispositive and binding upon the Contractor. Contractor's obligation to maintain records hereunder is in addition to, and not in lieu of, any other Contractor obligation under the Contract Documents with respect to Changes to the Work.

ADJUSTMENT TO CONTRACT TIME

In the event of any Change(s) to the Work pursuant to this Article, the Contract Time shall be extended or reduced by Change Order for a period of time commensurate with the time reasonable necessary to perform such Change. In the event that any Change shall require an extension of the Contract Time, the Contractor shall not be subject to Liquidated Damages for such period of time. If completion of the work is delayed by causes for which PRPD is responsible and the delay is unreasonable under the circumstances involved, and not within the contemplation of the Contractor and PRPD at the time of execution of the Agreement, the Contractor shall not be precluded from the recovery of damages arising there from.

ADDITION OR DELETION OF ALTERNATE BID ITEM(S)

If the Bid for the Work includes a proposal(s) for Alternate Bid Item(s), during Contractor's performance of the Work, PRPD may elect, pursuant to this Article to add any such Alternate Bid Item(s) if the same did not form a basis for award of the Contract or delete any such Alternate Bid Item(s) if the same formed a basis for award of the Contract. If the District elects to add or delete any such Alternate Bid Item(s) pursuant to the foregoing, the cost or credit for such Alternate Bid Item(s) shall be as set forth in the Contractor's Bid. If any Alternate Bid Item is added or deleted from the Work pursuant to the foregoing, the Contract Time shall be adjusted by the number of days allocated for the added or deleted Alternate Bid Item in the Contract Documents; if days are not allocated for any Alternate Bid Item added or deleted pursuant to the foregoing, the Contract

Time shall be equitable adjusted to the extent that the addition or deletion of an Alternate Bid Item actually affects Work on the critical path of the Progress Schedule as of the date of the upon which an Alternate Bid Item is added to or deleted from the Work.

CHANGE ORDERS

If the PRPD approves of a Change, a written Change Order prepared by the Engineer on behalf of the PRPD shall be forwarded to the Contractor describing the Change and setting forth the adjustment to the Contract Time and the Contract Price, if any, on account of such Change. All Change Orders shall be in full payment and final settlement of all claims for direct, indirect, and consequential costs, including without limitation, costs of delays or impacts related to, or arising out of, items covered and affected by the Change Order, as well as any adjustments to the Contract time. Any claim or item relating to any Change incorporated into a Change Order not presented by the Contractor for inclusion in the Change Order shall be deemed waived. The Contractor shall execute the Change Order prepared pursuant to the foregoing; once the Change Order has been prepared and forwarded to the Contractor for execution, without the prior approval of PRPD which may be granted or withheld in the sole and exclusive discretion of PRPD, the Contractor shall not modify or amend the form or content of such Change Order, or any portion thereof. The Contractor's attempted or purported modification or amendment of any such Change Order, without the prior approval of PRPD, shall not be binding upon PRPD; any such unapproved modification or amendment to such Change Order shall be null, void, and unenforceable. Unless otherwise expressly provided for in the Contract Documents or in the Change Order, any Change Order issued hereunder shall be binding upon the District only upon action of the District's Board of Directors or assigned contract officer approving and ratifying such Change Order. In the event of any amendment or modification made by the Contractor to a Change Order for which there is no prior approval by PRPD, in accordance with the provisions of this Article, unless otherwise expressly stated in its approval and ratification of such Change Order, any action of PRPD to approve and ratify such Change Order shall be deemed to be limited to the Change Order as prepared by the Engineer; such approval and ratification of such Change Order shall not be deemed PRPD's approval and ratification of any unapproved amendment or modification by the Contractor to such Change Order.

CONTRACTOR NOTICE OF CHANGES

If the Contractor should claim that any instruction, request, the Drawings, the Specifications, action, condition, omission, default, or other situation obligates PRPD to increase the Contract Price or to extend the Contract Time, the Contractor shall notify PRPD in writing, of such claim within ten (10) days from the date of its actual or constructive notice of the factual basis supporting the same. PRPD shall consider any such claim of the Contractor only if sufficient supporting documentation is submitted with the Contractor's notice to the PRPD. Time is of the essence in Contractor's written notice pursuant to the preceding sentence so that PRPD can promptly investigate and consider alternative measures to address such instruction, request, Drawings, Specifications, action, condition, omission, default, or other situation. Accordingly, Contractor acknowledges that its failure, for any reason, to give written notice (with sufficient supporting documentation to permit the PRPD's review and evaluation) within ten (10) days of its actual or constructive knowledge of any instruction, request, Drawings, Specifications, action, condition, omission, default, or other situation for which the Contractor believes there should be an adjustment of the Contract Time or the Contract Price shall be deemed Contractor's waiver,

release, discharge and relinquishment of any right to assert or claim any entitlement to an adjustment of the Contract Time or the Contract Price on account of any such instruction, request, Drawings, Specifications, action, condition, omission, default, or other situation. In the event that the PRPD determines that the Contract Price or the Contract time are subject to adjustment based upon the events, circumstances and supporting documentation submitted with the Contractor's written notice under this Article, any such adjustment shall be determined in accordance with the provisions of this section.

DISPUTED CHANGES

In the event of any dispute or disagreement between the Contractor and PRPD regarding the characterization of any item as a Change to the Work or as to the appropriate adjustment of the Contract Price or the Contract Time on account thereof, the Contractor shall promptly proceed with the performance of such item of the Work, subject to a subsequent resolution of such dispute or disagreement in accordance with the terms of the Contract Documents. The Contractor's failure or refusal to so proceed with such Work is the Contractor's default of a material obligation of the Contractor under the Contract Documents.

UNAUTHORIZED CHANGES

Any work beyond the extent of Work shown on the Contract Documents, or any Work performed or provided by the Contractor without notice to PRPD in the manner and within the time set forth in this section shall be considered unauthorized and at the sole expense of the Contractor. Work so done will not be measured or paid for, no extension to the Contract Time will be granted on account thereof and any such Work may be ordered removed at the Contract's sole cost and expense. The failure of PRPD to direct or order removal of such Work shall not constitute acceptance or approval of such Work nor relieve the Contractor from any liability on account thereof.

MEASUREMENT AND PAYMENT

PARTIAL PAYMENT

Once a month the Contractor will submit to PRPD a partial payment estimate filled out and signed by the Contractor covering the Work performed during the period covered by the partial payment estimate and supported by such data as PRPD may reasonable require. Prevailing wage certified payroll must be submitted with the partial payment estimate. If payment is requested on the basis of materials and equipment not incorporated in the Work but delivered and suitable stored at or near the site, the partial payment estimate shall also be accompanied by such supporting data, such as paid invoices, or other written evidence satisfactory to PRPD; as will establish PRPD title to the material and equipment and protect PRPD's interest therein, including applicable insurance. PRPD will, within thirty (30) days of presentation of an approved partial payment estimate, pay the Contractor a progress payment on the basis of the approved partial payment estimate less the retainage. The retainage shall be an amount equal to 10% of said estimate.

FINAL PAYMENT

Upon completion and acceptance of the Work, the Engineer shall issue a certificate attached to the final payment request that the Work has been accepted under the conditions of the Contract Documents. The entire balance found to be due the Contractor, including the retained percentages, but except such sums as may be lawfully retained by PRPD, shall be paid to the Contractor thirty (30) days after the timely recoding of a Notice of Completion, or within ninety (90) days after completion and acceptance of the Work, whichever is earlier.

If is mutually agreed between the parties to the contract that no certificate given or payments made under the contract, except the final certificate or final payment, shall be conclusive evidence of the performance of the contract, either wholly or in part, against any claim of the party of the first part, and no payment shall be construed to be an acceptance of any defective work or improper materials.

And the Contractor further agrees that the payment of the final amount due under the contract, and the adjustment and payment for any work done in accordance with any alterations of the same, shall release PRPD and the Engineer from any and all claims or liability on account of work performed under the contract or any alteration thereof.

PROJECT DESCRIPTION

The District solicits interested and qualified contractors to submit bids to enter into an agreement to construct a new lighting system for the softball field at the Moore Road Ball Park as required by accompanying specifications.

Work required under this solicitation includes supplying all material and labor to design appropriate engineering plans and to supply all the material and labor to install the proposed improvements as specified in this document.

EXISTING LIGHTING SYSTEM:

A new main switchboard was futured in for the Softball Field Lighting Renovation project in 2014 though the District was unable to proceed with softball field light renovation at that time due to budget constraints. Addendum A provides electrical engineering documents related to the Moore Rd Ball Park Baseball Field Lighting Renovation project in 2014. Old wooden poles and fixtures were removed in April 2021.

NEW LIGHTING PERFORMANCE REQUIREMENTS

The District seeks high quality lighting to meet or exceed standards for recreational and high school sport play in accordance with the Illuminating Engineering Society of North America (IESNA) RP-6-15 Recommended Practice for Sports Lighting.

| Area of Lighting | Light Level | Color Rendering Index | Uniformity | # of Points | Size of Area | Grid Spacing |
|------------------|-------------|-----------------------|------------|-------------|--------------|--------------|
|------------------|-------------|-----------------------|------------|-------------|--------------|--------------|

| | | | | | | |
|---------------------------|----------------|--------------|-------|-----|-------------|-----------|
| Softball Field (infield) | 50 footcandles | 75 or higher | 2.0:1 | 25 | 250' Radius | 20' x 20' |
| Softball Field (outfield) | 30 footcandles | 75 or higher | 2.5:1 | 119 | 250' Radius | 20' x 20' |

In addition, as part of District efforts to meet conservation and cost reduction goals, lighting should be energy efficient LEDs, decreasing energy use from HID by at least 50%. The installation should include a programmable timer and options for remote access and programming.

SPILL AND GLARE ANALYSIS

The District is mindful of impacts to neighbors and the night sky in this rural area. Therefore, the project will abide by dark sky designs that minimize impacts and will have a horizontal spillover of 1.0-fc or less across any property lines.

Submitted spill/glare computer models shall depict the field test stations at the property line around the field. The test stations shall be shown every 30” at 150” around the perimeter of the field with the field lights on. Bidder shall submit, as described below:

| Measure | Average | Maximum |
|------------------------|---------|---------|
| Vertical Footcandles | 0.05 fc | 0.40 fc |
| Horizontal Footcandles | 0.01 fc | 0.18 fc |
| Candela Per Fixture | 1600 Cd | 5200 Cd |

MATERIALS:

1. Pole Structural Steel

- a. The pole shafts shall be high strength low alloy tapered tubular steel that is equal to current ASTM A595 standards, with galvanized coating inside and out. All connections of pole sections shall be by slip fitting the top section over the lower section by a length of at least 1.5 times the diameters.
- b. Steel components of the poles shall be hot dip galvanized to current ASTM A-123. Steel portions of the pole shall be constructed such that all segments of the pole can be readily heated to like temperatures in commercially available galvanizing methods.
- c. To avoid problems of galvanize adherence to differing steel alloys, all steel components used for the pole must be of the same type steel.
- d. All exposed steel components of the pole shall be at least 18” above the surface of the ground to avoid exposure of the steel to moisture and oxygen in the air and soil. A cap must cover the top of the pole so that rain will not enter the interior of the pole.
- e. To avoid stress corrosion of the pole, there must be no weld points of the steel portion of the pole within 18” of the ground. The pole shall be galvanized steel.
- f. Poles used in the project must be designed to withstand 95 mph winds based upon CBC-C standards.

2. Foundation Design

- a. The pole manufacturer shall provide a stamped foundation design, prepared by a Structural Engineer, licensed in the State of California. No direct burial steel poles allowed.
- b. The foundation design must meet or exceed requirements for soils described as a Class 5 material as defined by the 2019 CBC Table.
- c. Lighting Protection: Pole manufacturer or contractor must provide integrated lightning grounding as required by NFPA 780 and UL Listed per UL 96 and UL 96A.
- d. LED lighting fixtures are required with average kWh consumption not to exceed 18 for the entire facility.

WARRANTY

MANUFACTURER PREVENTATIVE AND SPOT MAINTENANCE

Manufacturer of lighting systems shall provide all preventative spot maintenance, including parts and labor for a minimum of 10 years from the date of equipment shipment. Individual lamp outages shall be repaired when the usage of any field is materially impacted. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty need not cover weather events such as lightning or hail damage, improper installation, vandalism abuse, or product made by other manufacturers.

CONTRACTOR WARRANTY

If, within one year after the date of Substantial Completion of the Work or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty.

III. SPECIAL PROVISIONS

DEFINITIONS

The work embraced herein shall be done in accordance with the appropriate provisions of the specifications entitled State of California, Department of Transportation, Standard Specifications 2018 and as revised, which specifications are hereinafter referred to as the Standard Specifications, and the County of Butte and Town of Paradise Design Criteria and Improvement Standards, insofar as the same may apply, and in accordance with the following special provisions.

Whenever in the Standard Specifications the following terms are used, they shall be understood to mean and refer to the following:

PRPD - Paradise Recreation and Park District (PRPD) or their authorized agents.

Contract Officer - Dan Efseaff, District Manager, or PRPD authorized agents.

Other terms appearing in the Standard Specifications, the General Provisions, and these Special Provisions, shall have the intent and meaning specified in Definition of Terms of the Standard Specifications.

In case of conflict between the Standard Specifications and these Special Provisions, the Special Provisions shall take precedence over and be used in lieu of such conflicting portions.

REQUIRED LISTING OF PROPOSED SUBCONTRACTORS

The third paragraph of section 8.01.01, "Subcontracting," of the state Standard Specifications shall not apply. The Contractor shall not be required to perform at least 50% of the original total contract price with his own organization.

Each proposal shall have listed therein the name and address of each subcontractor, the associated bid item numbers, and the dollar value of the subcontractors work to whom the bidder proposes to subcontract portions of the work, in accordance with the Subletting and Subcontracting Fair Practices Act, commencing with Section 4100 of the Public Contract Code. The list shall include all subcontractors regardless of the value of the subcontract amount. The bidder's attention is invited to other provisions of said Act related to the imposition of penalties for failure to observe its provisions by using unauthorized subcontractors or by making unauthorized substitutions.

A sheet for listing the subcontractors, as required herein is included in the Proposal. If there will be no subcontractors, enter "None" on the subcontractor's listing sheet.

EXECUTION OF CONTRACT

The contract shall be signed by the successful bidder and returned, together with the contract bonds, within **eight (8) days**, not including Sundays, after the bidder has received notice that the contract has been awarded. No proposal shall be considered binding upon the PRPD until the execution of the contract.

Failure to execute a contract and file acceptable bonds, as provided herein within **eight (8) days**, not including Sundays, after the bidder has received notice that the contract has been awarded, shall be just cause for the annulment of the award and the forfeiture of the proposal guaranty.

PROGRESS OF THE WORK AND TIME FOR COMPLETION

The Contractor shall begin work within eight (8) calendar days after receiving a notice to proceed from PRPD. This work shall include the submittal to the Town of Paradise for a building permit, the ordering of any materials that may have an extended lead time and any additional coordination efforts that may need to take place prior to the start of any work on the site. The actual construction start date will be **XXXXXXXXXXXXXXXXXXXX**. The contractor shall diligently prosecute the same to completion before the expiration of

75 WORKING DAYS

from the date of said NOTICE TO PROCEED. Working days include Monday thru Friday *between 7 a.m. and 7 p.m.* excluding Holidays.

REGLATORY REQUIREMENTS

1. Conform to all applicable codes for construction of the lighting system and installation of all site improvements.
2. The Contractor shall comply with all applicable Federal, State and local laws, ordinances, rules and regulations pertaining to the performance of the work specified herein.
3. If applicable, the Contractor shall obtain all permits, licenses, and certificates, or any such approvals of plans or specifications as may be required by Federal, State and local laws, ordinances, rules and regulations for the proper execution and completion of the work specified herein.
4. The Contractor's employees shall wear appropriate safety gear, uniforms, and footwear that comply with all legal requirements including, but not limited to Occupational Safety and Health Administration (OSHA) requirements.
5. The Contractor shall comply with all applicable Federal, State, and local air pollution control laws and regulations.

USE OF PREMISES

The Contractor is to repair or replace to the full satisfaction of PRPD, or reimburse for damages caused by the Contractor, as a result of performance of work specified herein.

A staging and equipment storage area will be provided and location will be specified by PRPD. Contractor shall place temporary fencing around the perimeter of the staging and storage area.

During the progress of the work specified herein, the Contractor shall keep the premises free from the accumulation of waste materials, rubbish, and other debris resulting from the work. At the completion of the work, the Contractor shall remove all waste materials, rubbish, and debris from and about the premises, as well as all tools, appliances, construction equipment, machinery, and surplus materials. The Contractor shall leave the site clean and ready for use by PRPD.

DAILY WORK HOURS

The Contractor shall restrict work hours on all project related work to between 7:00 a.m. and 7:00 p.m. daily, Monday through Friday excluding holidays. The restriction shall include all associated move on, set up, equipment and material delivery, and other project activities not strictly related to the daily progress of the project.

SAFETY AND PROTECTION

The Contractor shall be solely and completely responsible for initiating, maintain, and supervising all safety precautions and programs in connection with the work. The Contractor shall take all necessary protection to prevent injury to all employees on the work site and other persons including, but not limited to, the general public who may be affected thereby.

CONSTRUCTION PROCEDURES AND DETAILED ORDER OF WORK

The order of work shall be determined by the Contractor and approved by the Contract Officer. Order of work shall conform to the provisions in Section 5-1.05, "Order of Work", of the Standard Specifications and these Technical Specifications.

The Contractor shall submit a construction schedule to the Contract Officer for review and approval prior to starting any contract work.

1. UNDERGROUND FACILITIES:

NOTICE IS HEREBY GIVEN THAT there may be underground water, gas, telephone, electric, irrigation, storm drain, septic lines, and other utility pipes buried in the project areas. The Contractor shall be responsible for relocating all conflicting underground facilities to the

satisfaction of PRPD, including irrigation lines, water, storm drain, electrical, and other utilities. Any repairs that are made shall be inspected by PRPD prior to burial. No additional payment will be made for relocating above noted facilities.

Prior to the start of construction the Contractor shall be responsible for contacting all utility companies and/or utility district, the County of Butte, and the Town of Paradise as to the location of all underground facilities. The Contractor shall be responsible for the location of all underground facilities or other buried objects which may be encountered, but which are not shown on the plans. (Call USA at least 48 hours prior to the start of construction at 1-800-642-2444.

Measurement and Payment: Any cost in locating underground facilities shall be considered as included in the cost of other items of the contract and no additional compensation will be allowed.

2. MATERIALS:

The Contractor shall furnish for use under these Technical Specifications all materials required to complete the attached contract. Only materials conforming to the specifications shall be incorporated in the work.

PRPD's Contract Officer shall have the right to obtain samples of all materials to be used in the work and to test such samples for specification compliance. PRPD reserves the right to obtain said samples at the point of delivery and/or at the point of manufacture. PRPD shall also have the right to inspect sources of materials to be used in the work to verify workmanlike procedures used by the materials supplier. If any portion of work doesn't pass testing, it shall be retested after the Contractor feels he has remedied the deficiency. The Contractor will pay for all re-testing.

No contract change orders will be authorized without prior approval from PRPD's Contract Officer.

3. AIR AND WATER POLLUTION CONTROL AND DUST CONTROL:

The Contractor's attention is directed to Standard Specifications, Section 7 – "*Legal Relations and Responsibilities*" and Section 10 – "*Dust Control*" for requirements related to air and water pollution control and dust control and sound control. The Contractor shall abide by the following regarding the control of **dust, water pollution, air pollution, and noise pollution:**

All exposed earth surfaces shall be watered periodically during construction activities. This practice shall be conducted twice during the morning and afternoon work hours. Further, the frequency of watering shall increase if wind speeds exceed 15 miles per hour.

Mud and dust carried onto street surfaces by construction equipment shall be removed on a daily basis.

Haul trucks shall be covered with tarpaulins or other effective covers at all times.

During clearing, grading, earth-moving, or excavation operations, fugitive dust emissions shall be controlled by regular watering, paving of construction roads, or other dust-preventive measures.

All material excavated or graded shall be sufficiently watered to prevent excess amounts of dust. Watering, with complete coverage, shall occur at least twice daily, preferably in the late morning and after work is done for the day.

All clearing, grading, earth-moving, or excavation activities shall cease when winds exceed 15 miles per hour averaged over 1 hour.

All material transported off-site shall be either sufficiently watered or securely covered to prevent excessive amount of dust.

The area disturbed by demolition, clearing, grading, earth-moving, or excavation operations shall be minimized at all times.

Apply nontoxic soil stabilizers according to manufacturer's specification to all inactive construction area (previously graded area inactive for ten days or more)

Provide temporary traffic control as appropriate during all phases of construction to improve traffic flow (e.g., flag person).

Contractor shall minimize exhaust emissions by maintaining equipment engines in good condition and in proper tune according to manufacturer's specifications and by not allowing construction equipment to be left idling for longer than 5 minutes.

Construction equipment exhaust emission shall not exceed Butte County Air Quality Management District Rule 202 "Visible emission" limitations.

Whenever feasible, Contractor shall utilize existing power sources (e.g. power poles) or clean fuel generators rather than temporary power generators.

All heavy construction equipment and all stationary noise sources (such as diesel generators) shall be in good working order and have manufacturer installed mufflers.

Equipment warm-up areas, water tanks, and equipment storage areas shall be located in an area as far away from existing residences as feasible.

Measurement and Payment: Compensation for providing air pollution control, dust control, noise control, and storm water pollution control shall be included in the prices paid for other items of work in the contract, and no additional payment shall be made.

4. HAZARDOUS WASTE IN EXCAVATION:

If the Contractor encounters material in excavation that he/she has reason to believe may be hazardous waste, as defined by §25117 of the Health and Safety code, he/she shall immediately so

notify PRPD's Contract Officer in writing. Excavation in the immediate area of the suspected hazardous material shall be suspended until PRPD's Contract Officer authorizes the work to be resumed. If such suspension delays the current controlling operation, the Contractor will be granted an extension of time as provided in Section 8-1.07, "Liquidated Damages", of the Standard Specifications.

If such suspension delays the current controlling operation more than 2 working days, the delay will be considered a right of way delay and the Contractor will be compensated for such delay as provided in Section 8-1.09, "Right of Way Delays," of the Standard Specifications.

PRPD reserves the right to use other forces for exploratory work to identify and determine the extent of such material and for removing hazardous material from such area.

5. UNANTICIPATED CULTURAL RESOURCES DISCOVERY:

Construction operations on this project may unearth or uncover cultural resources of a historic or prehistoric nature. If buried or obscured cultural materials are observed during vegetation removal and/or construction, the work in the area of discovery shall cease, PRPD shall be notified, the encountered resource shall then be identified, recorded, and an assessment made of the resource by a qualified archaeologist.

The right is reserved to PRPD and its authorized agents, including a qualified archaeologist and appropriate professionals to enter upon the right-of-way for the purpose of investigating and/or excavating and removing such resources. The Contractor shall cooperate with forces engaged in such work, and shall conduct his operations in such a manner to avoid any unnecessary delay or hindrance to the work being performed by such other forces.

The Contractor shall immediately notify PRPD of any delays to his operations as a direct result of the discovery of possible cultural resources that were not indicated on the plan or in the Technical Specifications. Any such delays will be considered right-of-way delays within the meaning of Section 8-1.09, "right of Way Delays," and compensation for such delay will be determined in accordance with said Section 8-1.09. The Contractor shall be entitled to no other compensation for such delay.

6. MAINTENANCE AND CONTROL OF TRAFFIC (IF NEEDED):

Description of Work: The proposed field lighting demolition and installation and any associated work shall be phased to allow for use of the park while construction is occurring. When a portion of the project is under construction the area to be disturbed shall be fenced off using temporary fencing to keep the public out of the construction area. Once that portion is completed the temporary fencing shall be removed.

The Contractor shall provide a Pedestrian Safety Plan five (5) working days prior to starting work. PRPD's Contract Officer retains the right to modify the plan as he may determine necessary.

The Contractor shall supply at his own expense all flagman, detour signs, barricades and all other traffic control devices and personnel in compliance with provisions of Section 7-1.09 – Public Safety and Section 12 – Construction Area Traffic Control Devices of the Standard Specifications, and as ordered by PRPD’s Contract Officer, necessary to provide a satisfactory level of safety.

All street and lane closures, flagging arrangements, detours and traffic signs, including special signs, must be submitted in writing, for approval by the Town at least five (5) working days prior to each closure.

At the end of the day’s work and when construction operations are suspended, all equipment and other obstructions shall be removed from the roadway.

During Contractor working hours a minimum of one (1) traffic lane in each direction, not less than twelve feet (12’) wide, shall be open for public use. During non-working hours all traveled lands, on all roadways, shall remain open. Whenever vehicles or equipment are parked on the pavement or on the shoulder, within 6 feet of a travel lane, the parking areas shall be delineated with fluorescent traffic cones or portable delineators placed on a taper in advance of the parked vehicles or equipment or along the closed portion of the pavement or shoulder at 35-foot intervals of a point approximately twenty-five feet (25’) past the last piece of equipment. A minimum of nine (9) cones or portable delineators shall be used for the taper. A C23 (Road Work Ahead) or C24 (Shoulder work Ahead), as appropriate, shall be mounted on a telescoping flag tree with flags.

Personal vehicles of the Contractor’s employees shall not be parked on the traveled way or shoulders, including any section closed to the public.

The Contractor shall provide the Town with a Traffic Control Plan for each separate element of work five (5) working days prior to starting work. The Engineer retains the right to modify the plans as he may determine necessary.

The Contractor or his representative and all subcontractors shall have a copy of the approved Traffic Control Plan pertinent to the work in progress at all times. Failure to adhere to the Traffic Control Plans shall be grounds for the Town of Paradise to require the Contractor to stop the work until traffic control is in compliance with the approved Traffic Control Plan.

Whenever a traffic lane is to be closed to public traffic, the Contractor shall install a traffic control system in accordance with the current “MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES – Warning Signs, Lights, and Devices for Use in Performance of Work Upon Highways.”

During contractor non-working hours all traveled lanes shall remain open.

The Contractor shall keep current and notify the local Police and Fire Departments of his construction operation and traffic control changes three (3) days before work is to begin or traffic changes are made. The Contractor shall cooperate with local authorities relative to handling traffic

through the area and shall make his own arrangements in keeping the work area clear of parked vehicles.

When leaving a work area and entering a roadway carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic.

Measurement and Payment: Full compensation for Maintenance and Control of Traffic (including signs) shall be considered as included in other contract prices paid and no separate payment will be made.

7. CLEAN UP:

The Contractor shall clean up the jobsite prior to acceptance of the work. This includes, but is not limited to all dirt, spoils, debris, excess materials, and other items. All items shall be removed and the entire site shall present a clean, workmanlike appearance.

Measurement and Payment: Full compensation for clean-up shall be considered as included in other contract prices paid and no separate payment will be made.

8. CONSTRUCTION LAYOUT AND STAKING, (IF NEEDED):

The work shall consist of furnishing and setting construction stakes and marks to establish the lines and grades required for the completion of the work as shown on the plans and as specified in the Standard Specifications and these Technical Specifications.

The Contractor shall be responsible for re-establishing control monuments disturbed by his negligence at his expense.

The Contractor shall check and verify the accuracy of all control monuments and verify accuracy of all control lines and shall report any and all discrepancies to PRPD and Project Engineer prior to starting construction.

Staking shall follow the following general guidelines;

- Construction stakes shall be removed by the Contractor from the site of the work when no longer needed.
- The Contractor shall pay to re-establish control points, monuments, or stake out points. Re-establishment shall be performed by a registered Civil Engineer or a licensed Land Surveyor. All disturbed monuments shall be re-established after construction is complete.

Measurement and Payment: The cost for furnishing construction layout and staking shall be considered as being included in the contract unit price paid for other items of work and no separate payment will be made.

9. CLEARING, GRUBBING AND DEMOLITION:

Description of Work: Clearing, Grubbing and Demolition shall conform to the provisions in Section 16, "Clearing and Grubbing," of the Standard Specifications and these Special Provisions. The area to be cleared and grubbed shall remain within the limits of the proposed field lighting foundations. Specific items requiring removal include the following list and all items as shown on the plans.

- Remove and dispose of excess soil.
- Remove any additional items encountered by the Contractor that is associated with the completion of this project as determined necessary by PRPD's Contract Officer.
- Remove the stumps and roots of the existing trees that have already been cut down per the Tree Felling Permit.

Measurement and Payment: Clearing, Grubbing and Demolition shall be measured per lump sum. The per lump sum contract price paid for Clearing, Grubbing and Demolition shall include full compensation for furnishing all labor, materials, tools, equipment, and incidentals, and for doing all the work involved in Clearing, Grubbing and Demolition, as shown on the plans, as specified in the Standard Specifications, and these Technical Specifications, and as directed by PRPD's Contract Officer.

10. EXCAVATION, (IF NEEDED):

Description of Work: All earthwork shall conform to the provisions of Section 19, "Earthwork" of the Standard Specifications and these Special Provisions.

Site excavation shall consist of performing all operations necessary to excavate earth, rock, and all other materials upon which the foundations and other surface structures are to be placed; to backfill ditches and depressions caused by the removal of obstructions; to excavate trenches to place necessary conduit; to furnish all equipment necessary for these operations, and the performances of all incidental work of whatever nature that may be required to build the grade and maintain it in the form specified. Included in the work shall be all associated saw-cutting of pavement, grading areas to drain, and the scarification and recompacting to 95% relative compaction of the top 6 inches of the subgrade.

All earthwork as required for trenching purposes shall conform to the provisions of Section 19-3 "Structure Excavation and Backfill," of the Standard Specifications and these Special Provisions.

Measurement and Payment: The cost for excavation shall be considered as being included in the contract price and no separate payment will be made.

11. IMPORTED BORROW (IF NEEDED):

All imported borrow shall conform to the provisions of the Standard Specifications and these Special Provisions.

Imported borrow shall be of a quality suitable for the purpose intended, free of organic matter, or other unsatisfactory material.

Measurement and Payment: Quantities of Imported Borrow shall be measured by the cubic yard and area shown on the bid item list as compacted in place quality. Quantities of Imported Borrow will be paid for at the contract price per cubic yard, and shall include full compensation for furnishing all labor, materials, tools, equipment, and incidentals, loading, hauling, depositing, spreading, and compacting the material complete in place, preparing subgrade at the grading plane, and scarifying and compacting the top 6" of subgrade as shown in the Standard Specifications and these Special Provisions and as directed by the Engineer.

12. COOPERATION:

Should construction or other work of any other nature be under way by other forces or by other contractors within or adjacent to the limits of the work herein specified, the Contractor shall cooperate with all other such contractors or other forces to the end that any delay or hindrance to their work will be avoided.

13. REMOVE CONCRETE:

The removal of concrete shall conform to the provisions in Section 15, "Existing Highway Facilities," of the Standard Specifications and these Special Provisions.

Concrete removed shall be disposed of in accordance with the provisions in Section 7-1.13, "Disposal of Material Outside the Highway Right of Way," of the Standard Specifications.

Concrete shall be removed at expansion joints or by saw-cutting at locations approved by the Engineer.

All excavated areas which remain after existing concrete is removed and new improvements are installed shall be filled with compacted topsoil to the grade of the adjacent ground and/or improvements. Said topsoil shall be free of any refuse, heavy or silt clay, hard dirt, clods, stones larger than one and one-half (1-1/2) inches in size, roots larger than three-quarters (3/4) of an inch in diameter, noxious weeds or other deleterious materials.

Measurement and Payment: The cost for removing concrete shall be considered as being included in the contract unit price paid for other items of work, and no separate payment will be made.

14. TREE PRESERVATION:

Description of Work: Tree preservation shall consist of retaining and preserving all trees as shown on the Tree Preservation Plan prepared by the Owner. All qualifying trees within the construction limits of work that are to remain and any saplings proposed to be retained on the site as replacement trees shall be protected during construction activities.

Tree preservation shall consist of retaining and preserving all trees as shown on tree preservation plans. Construction and grading activities within the dripline of preserved trees will be avoided to the greatest extent feasible. Orange barrier fencing will be placed, at minimum, around the dripline of all preserved trees. Where construction will occur within the dripline of preserved trees, the barrier fencing will be placed at the edge of construction/grading to avoid impacting the trunk of the preserved tree or any additional roots.

No storage of equipment will be allowed within the dripline of preserved trees.

The depth of cut activities within the dripline of preserved trees should be minimized to the greatest extent feasible.

The Tree Protection Plan will be designed in accordance with *Town of Paradise Suggested Practices for Protection of Trees on commercial, Quasi-Public, and Multi-Family Construction Sites*.

The crown of preserved trees should not be thinned or trimmed for a minimum of one year following construction, with the exception of removing dead limbs.

Measurement and Payment: The cost for preserving trees shall be considered as being included in the contract unit price paid for other items of work, and no separate payment will be made.

15. MINOR CONCRETE CONSTRUCTION:

Description of Work: Concrete footings for field lighting shall conform to the provisions in Section 90-2, "Minor Concrete," of the Standard Specifications and these Special Provisions.

Subgrade preparation shall conform to the provisions of Section 73-1.02 of the Standard Specifications. The Contractor shall be responsible for performing grading, including furnishing fill material and excavating, as necessary to establish finish grade for placement of the footings. Subgrade shall be compacted to a relative density of 95 percent in conformance with California Test Method No. 216.

Concrete: Construction of the footings shall be of Class "A" Portland Cement concrete as specified in Section 90, "Portland Cement Concrete" of the Standard Specifications, and shall conform to the provisions of Section 90-2, "Minor Concrete," of the Standard Specifications.

Reinforcement: Reinforcement shall be placed as shown on the approved plans and shall conform to the provision in Section 52, "Reinforcement," of the Standard Specifications. All reinforcing steel shall be clean and free of deleterious materials at the time of concrete placement.

Measurement and Payment: The cost for minor concrete work shall be considered as being included in the contract unit price paid for other items of work, and no separate payment will be made.

ELECTRICAL WORK GENERAL REQUIREMENTS – SECTION 16010:

Description of Work: Electrical work shall conform to the provisions in the attached Section 16010, "Electrical Work General Requirements," of these Special Provisions.

Electrical work shall consist of performing all operations necessary including but not limited to providing all materials, labor, and the means and methods to complete the installation of the electrical system as defined by the plans and the following specifications including all items associated with the base bids and add alternates.

Measurement and Payment: Electrical work shall be measured on a lump sum basis. The lump sum contract price paid for Electrical Work shall include full compensation for furnishing all labor, materials, tools, equipment, and incidentals, and for doing all the work involved in the installation of all electrical work, as shown on the plans, as specified in the Standard Specifications and the attached Special Provisions, and as directed by the Contract Officer.

STADIUM FLOODLIGHTING – SECTION 16200:

Description of Work: Stadium Floodlighting (also referred to as field lighting) shall conform to the provisions in the attached Section 16200, "Stadium Floodlighting," of these Special Provisions.

Stadium Floodlighting shall consist of performing all operations necessary including but not limited to providing all materials, labor, engineering and the means and methods to finalize the permit process and complete the installation of the stadium floodlighting as defined by the plans and the following specifications including all items associated with the base bids and add alternates.

Measurement and Payment: Stadium Floodlighting shall be measured on a lump sum basis. The lump sum contract price paid for Stadium Floodlighting shall include full compensation for furnishing all labor, materials, tools, equipment, and incidentals, and for doing all the work involved in obtaining the building permit and the installation of the stadium floodlighting, as shown on the plans, as specified in the Standard Specifications and the attached Special Provisions, and as directed by the Contract Officer.

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IV. TECHNICAL SPECIFICATIONS

PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Conditions of the Contract and General Provisions apply to all work of this Section.
- B. Contractor shall provide all materials, labor, and the means and methods to complete the installation defined by the plans and these specifications.
- C. All conduit and pull boxes provided by the contractor for utility company wiring and cabling will be home runs from the point of entry to the District's property, to the Main Switchboard to Main Terminal Backboards, and/or to transformers, etc.
The pull boxes and conduits are for the wire and cable installed by the providing utility company exclusively.

1.02 REQUIREMENTS

- A. Other Divisions: Requirements of other divisions shall apply to this division as if repeated herein, and should work under this division require any carpentry, backfill, masonry, etc., the appropriate division requirements shall apply. This includes work required for construction of proper stands, bases, and supports for electrical materials and equipment.
- B. Rules and Regulations: All work and materials shall be in full accordance with the latest rules and regulations of the following:
 - 1. California Electrical Code
 - 2. California Building Code
 - 3. Applicable regulations of local utility companies
 - 4. California Code of Regulations, Title 8, Electrical Safety Orders
 - 5. Equipment Utility Service Requirements Committee. Standards
 - 6. General Order 95 of the Public Utilities CommissionNothing in these drawings or specifications is to be construed to permit work not conforming to the above codes, rules, and regulations.
Whenever indicated, material, workmanship, arrangement, or construction is of higher quality or capacity than that required by the above rules and regulations, the drawings and/or specifications shall take precedence. Should there be any direct conflict between the rules and regulations and the drawings and/or specifications, the rules shall govern.
- C. Permits, Fees, and Inspections: Contractor shall obtain all permits and arrange for Owner to pay required fees to any governmental agency or utility company having

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jurisdiction over the work of this Section. Inspections required by any local ordinances or utility companies during construction shall be arranged by the Contractor.

All work and materials covered by these specifications and accompanying drawings shall at all times be subject to inspection by the Engineer or his representative. Any material not in accordance with the plans and specifications, or not installed in a neat and workmanlike manner, shall, upon order from the Engineer, be removed from the premises or corrective action taken within three (3) days; and if material in question has been installed, the entire expense for removing and reinstalling shall be borne by the Contractor.

On completion of the work, satisfactory evidence shall be furnished to the Engineer to show that all work has been installed in accordance with the Codes.

- D. Specifications and Contract Drawings: Accuracy of data given herein and on the drawings is as exact as could be secured, but their extreme accuracy is not guaranteed. The drawings and specifications are for the assistance and guidance of the Contractor and exact locations, distances, levels, etc., will be governed by the construction and existing conditions and the Contractor shall accept same with this understanding.

Layouts of equipment, accessories and wiring systems are diagrammatic (not pictorial and not exact) but shall be followed as closely as possible. Report conflicting conditions to the Engineer for adjustment before proceeding with work. Should Contractor proceed with work without reporting conflict(s), he does so on his own responsibility, and shall alter work if directed by the Engineer, at his own expense. Right is reserved to make minor changes in locations of equipment and wiring systems shown, providing change is ordered before conduit runs and/or work directly connected to same is installed and no extra materials are required.

Drawings and specifications may be superseded by later detail specification and detail drawings prepared by the Engineer, and the Contractor shall conform to them and to such reasonable changes in the contract drawings as may be called for by these revised drawings without extra cost to the Owner. Contractor may request additional detail(s) and such shall be conformed to, without additional cost. Contractor may offer alternate detail(s), but such detail(s) shall be approved by Engineer and authority having jurisdiction.

- E. Structural Requirements: Installation under this Section shall comply with the most current version of the California Building Code. Obtain the Town of Paradise's (TOP's) approval before performing any cutting or patching of concrete, masonry, or wood structure in the building.
- F. Seismic Restraint Requirements: All electrical equipment and materials shall be braced against seismic forces in accordance with the most current version of the California Building Code, Chapter 16A. Provide lateral bracing as required. The field installation shall be subject to the review and approval of the Town of Paradise (TOP) Building Department.
- G. Examination of Site: The Contractor shall be held to have visited the site prior to bidding and satisfied himself as to the conditions under which the work is to be

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- performed. He shall check existing conditions which may affect his work. Where new conduits are to be run underground at existing sites, contractor shall visit site prior to bidding and walk routes of new underground conduits, note areas of concrete and asphalt being crossed, and include in bid all costs for cutting and patching. No allowances shall subsequently be made in Contractor's behalf for any extra expense to which he or his "subs" may be put due to failure or neglect to discover conditions affecting the work.
- H. Utility Company Coordination: Immediately after award of contract, contractor shall contact utility company representatives for power and telephone services. Contractor shall obtain specific requirements and details from respective representatives. Contractor shall discuss the aspects of the project related to services and coordinate scheduling of the work and inspections required by utility companies.
- I. Underground Utilities: Existing underground utilities, services, circuits, piping, irrigation piping, etc., are present, but their exact locations are not known. Contractor shall locate and protect before trenching or excavating in any area. Consult utility companies, "as-built drawings" and Owner's maintenance personnel for location of existing underground work. If existing piping or utilities are damaged during construction, Contractor shall repair immediately at own expense. New underground work shall be modified as necessary to conform to existing conditions.
- J. Shop Drawings, Substitutions, Materials, and Submittals:
1. Shop drawings and all supporting data shall be submitted as instruments of the Contractor who shall certify on his transmittal form that the submittals meet all requirements of the contract documents and conform to structural and space conditions. Contractor shall mark each page of each copy of submittal to clearly identify materials, products, or models being proposed. All extraneous information shall be marked out or page pulled if no item(s) on page are being proposed. Submittals which do not clearly identify items being proposed will be returned without review.
 2. When specific names are used in connection with materials, they are used as standards only, but this implies no right upon the part of the Contractor to use other materials or methods unless approved as equal in quality and utility by the Engineer in writing.
 3. Whenever an item of equipment or system is described herein or on the drawings in a descriptive, functional, or operational manner as opposed to catalog number or type, then the Contractor's submittal shall include all such descriptive, functional, or operational features to prove full equality to specified item or system.
 4. Panelboard submittals shall be arranged to show bussing and circuit numbers with respective branch circuit protective device similar to schedules on Drawings. Switchboard and lighting control cabinet submittals shall show elevations indicating layout of devices, metering, etc. Device ratings, circuit numbers, and nameplates shall be in table form. Terminal cabinet submittals shall include elevations with terminal strip mounting arrangement. Lighting control submittals shall include starter wiring diagrams. Switchboard sections and layout shown on Drawings must be provided unless additional sections are required for proposed substitutions. Contractor may not provide fewer sections or alternate layouts than shown. (An empty load side section does not constitute one of the sections shown)

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on the plans unless an empty load side section is specifically called out. Where a full height incoming pull section is shown, the manufacturer shall provide a full height incoming pull section. Where utility company metering is shown in a section with main breaker below, that arrangement must be provided by the manufacturer. Where a full height distribution section is shown for distribution devices and no main breaker, then a full height distribution section, with no main breaker, must be provided.) Submittals which propose fewer sections or alternate layouts will be rejected without review.

5. Within 30 days after award of the contract, submit seven (7) bound copies of brochures containing complete information and catalog cuts on all equipment and materials, including that which is to be furnished as specified. The brochures shall be bound as complete volumes or bound according to classifications of equipment such as power, fixtures, and miscellaneous.
6. Approval of a substitution does not authorize any deviation from the utility, size, or function of the specified item unless specifically pointed out and approval requested in the letter of submittal. Responsibility for conflicts due to space limitations is not relieved by approval of a substitution. If revision of wiring, piping, or arrangement of other equipment is required by substitutions, prepare drawings showing such revisions, and after approval, furnish seven (7) copies for file and future reference.
7. Submittal Review:
 - a. Items marked "No Exceptions Taken" or "Make Corrections Noted" shall not be resubmitted in subsequent submittals unless a complete package submittal is required by a reviewing agency or firm. Resubmittal items which have already been reviewed but no resubmittal was required, will not be reviewed a second time. Pages for such items will be returned unstamped and unmarked.
 - b. When an item is marked "Revise and Resubmit" or "Rejected", the Contractor shall furnish a resubmittal for that item. Pages for resubmitted items shall be new submittal pages. The Contractor shall not resubmit previously stamped and annotated pages or photocopies of such pages. Resubmittals which include pages stamped as part of an earlier review or photocopies of such stamped pages will not be reviewed and will be returned as previously stamped and annotated.
 - c. Refer to J.1 above. Non-compliance with paragraph J.1 requirements will cause submittal to be returned without review.
8. Should the Contractor's first submittal fail to meet approval, or should the Contractor fail to submit the specified items within the time schedule, then the right is reserved by the Engineer to select any or all items in question, which selection shall be final and binding upon the Contractor. The materials selected or approved by the Engineer shall be used in the work at no additional cost to the Owner.
9. Unless otherwise shown or specified, material shall be new, full weight, standard, the best quality of its kind, and satisfactory to the Engineer and Owner. Unless otherwise shown or specified, major equipment shall be the product of a manufacturer who has, for a period of not less than five (5) years, been in successful manufacture of the equipment, and who has a nationally distributed catalog covering ratings and specifications of said equipment.
10. Electrical materials shall bear the label of, or be listed by, the Underwriters Laboratories unless of a type for which label or listing service is not provided.
11. Materials and components shall conform to Industry Standard, including:

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| NEMA | National Electrical Manufacturer's Association |
| ANSI | American National Standards Institute |
| ASTM | American Society for Testing Material |
| ICEA | Insulated Cable Engineer's Association |
| CBM | Certified Ballast Manufacturers |
| USA | United States of America Standards |

12. Samples of fixtures, materials, and equipment shall be submitted for approval if requested.

- K. Identification of Equipment: Nameplates shall be installed on electrical equipment. Nameplates shall adequately describe the item and its function or use of the particular equipment involved. Equipment to be labeled shall include the following:
1. Individual enclosures for equipment such as time switches, push buttons, contactors, relays, etc.
 2. Group mounted equipment such as panelboards, terminal and control cabinets, switchboards, etc.
 3. Individual circuit breakers on switchboards. Include breaker trip ampacity on line below use description.

A nameplate shall be attached to the Main Switchboard stating the name of the building, year completed, name of the Electrical Engineer, and name of the manufacturer with his identification number and nothing else.

Nameplate material shall be laminated phenolic plastic, black front and back with white core. Engraving shall be through the outer layer. Embossed plastic pressure sensitive labels are not acceptable.

In lieu of plastic plates, typed pasteboard inserted behind clear plastic protector in a metal holder inside door may be used to identify circuit breakers in panelboards.

In lieu of plastic plates, device plates shall be engraved directly with lettering filled with black enamel.

Nameplates shall be securely fastened to the equipment with #4 Phillips round head cadmium plated steel self-tapping screws or brass bolts or riveted to equipment.

- L. Cutting of Structural Members: Unless specifically detailed on the structural drawings, cutting of joists and similar structural members is limited to cuts and bored holes located and sized in accordance with the requirements of Title 24. Cutting of structural mullions is prohibited except as specifically shown.
- M. Record Drawings: The Contractor's foreman shall keep in his possession a minimum of two (2) sets of blueline prints. One set shall be marked as the work is installed, showing the work that has been installed, with deviations. The other set shall be marked showing deviations for the work shown and the locations of major items of equipment and feeders, dimensioned from curbs, foundations, or other landmarks. Obtain inspector's progressive approval of these marked sheets. Upon completion of

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the work, all work installed shall be drafted by the Contractor to reproducible drawings, which shall be the as-built drawings.

- N. **Cleaning and Cleanup:** After all work has been accomplished such as sanding, painting, etc., lighting fixtures, panelboards, and switchboards shall be cleaned to remove all dust, dirt, grease, paint, or other marks. All electrical equipment shall be left in a clean condition inside and out, satisfactory to the Engineer and Owner. Keep buildings and premises free from accumulated waste materials, rubbish, and debris resulting from work herein, and, upon completion of said work, remove tools, appliances, surplus materials, waste materials, rubbish, debris, and accessory items used in or resulting from said work and legally dispose of off the site.
- O. **Protection:** The Contractor shall protect from damage during construction the work and materials of other trades as well as the electrical work and material. Electrical equipment stored and installed on the job site shall be protected from dust, water, or any other damage.
- P. **Working Space:** Adequate working space shall be provided around electrical equipment in strict compliance with the Codes. In general, provide 6'6" of headroom and 36" minimum clear work-space in front of switchboards, panelboards, and controls for 120/208 volts and 42" for 277/480 volts. Carefully coordinate locations and orientation of electrical equipment with other divisions to ensure that working space will be clear of piping, conduits, and equipment provided by others.
- Q. **Interruption of Service:** Services (power, telephone, and other signal services) to existing building(s) and their related circuits which are to remain in operation shall not be interrupted except by specific approval of the Owner. If it is deemed necessary to shut down circuits for the installation of new work, such shut down shall be scheduled with the Owner who may, at his option, have a representative present. Any accidental interruption of service to circuits or equipment as a result of work performed by the Contractor shall, at the Contractor's expense, be restored in a manner acceptable to the Owner.
- R. **Cooperation and Coordination:** Cooperate and coordinate with other crafts in putting the installation in place at a time when the space required by this installation is accessible. Work done without regard to other crafts shall be moved at the Contractor's expense.
- S. **Inspection:** The Contractor shall cooperate with the Engineer and shall provide assistance at all times for the inspection of the electrical work performed under this contract. He shall remove covers, operate machinery, or perform any reasonable work which, in the opinion of the Engineer, will be necessary to determine the quality and adequacy of the work.
- T. **Manufacturer's Directions:** Follow manufacturer's directions where these directions cover points not included on the drawings or in the specifications. When equipment is provided by other divisions, obtain directions from respective supplier.

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- U. Workmanship: Good workmanship shall be evidenced in the installation of all electrical materials and equipment. Equipment shall be level, plumb and true with the structure and other equipment. All materials shall be firmly secured in place and adequately supported and permanent. The recommendations of the National Electrical Contractors Association Standard of installation shall be followed except where otherwise specifically directed.
- V. Operating Test: After the installation is complete, and at such time as the Engineer and other authorities having jurisdiction may request, the Contractor shall conduct an operating test for approval.
- W. Manuals: In addition to the catalog data and Shop Drawings submitted for approval as required hereinbefore, the Contractor shall furnish to the Engineer three (3) final corrected sets of all data applicable to the equipment furnished.
1. All data shall be delivered not less than 30 days before the start of operation by the Owner or any demonstration period hereinafter specified and before finalizing construction work.
 2. Each set of data per system shall be bound in one or more volumes. A top quality three-ring binder with vinyl or hard cover will be acceptable in lieu of binding; however, all insert data must be properly punched and reinforced. Each volume shall have permanent identification information on the spine.
 3. Identification information shall include the building name, address, and location, system or systems included, and titled "Maintenance Manual".
 4. All data shall be assembled in an orderly sequence with tabbed dividers to correspond with the table of contents.
 5. Manufacturer's catalog data, Shop Drawings, etc., shall be marked clearly to identify the items applicable only to this project. Make and model numbers of each item installed shall be marked clearly in catalog data and identified with symbol used on the Drawings.
 6. Each set of data shall contain the following:
 - a. Table of Contents, listing orderly indexed names of items.
 - b. Descriptive literature.
 - c. Rating data, including rating tables, performance curves, etc.
 - d. Dimension data.
 - e. Spare Parts Lists.
 - f. Manufacturer's operation and maintenance instructions and manuals.
 - g. Shop Drawings.
 - h. Copies of posted instructions and diagrams.
 - i. Control diagrams and descriptions of sequence of operation.
 - j. Copies of warranties, guarantees, certificates, etc.
 7. Complete data, including component parts, shall be provided on each item listed below:
 - a. Lighting Fixtures.
 - b. Lighting Control Equipment.
 - c. Panelboards.
 - d. Switchboards.

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Submit copy to Engineer for approval before delivery to Owner.

8. In addition to the requirements above, contractor shall provide final programming information to Owner on disk for all systems requiring programming.

- X. Contractor's Supervision: The Electrical Contractor shall personally, or through an authorized and competent representative, constantly supervise the work from its beginning to its completion and acceptance. He shall, as far as possible, keep the same foreman and workers on the work from its commencement to its completion.

- Y. Temporary Work: All temporary electrical equipment and materials installed for construction and safety operations shall remain the property of the Contractor and shall be removed when permanent connections have been completed. No wire, bus, or electrical equipment which is part of any of the permanent electrical systems may be used for temporary electrical service. Temporary connections shall be safe and in accordance with accepted practices. The Contractor shall be responsible for any damage or injury to equipment, materials, or personnel caused by improperly protected temporary installations. All costs for materials and installation for temporary electrical facilities and energy for their operation shall be at the expense of the Contractor. The hours of operation, level of illumination, and coverage for safety of personnel shall meet the minimum requirements of the Owner (Division of Industrial Safety).

- Z. Scheduling of Work:
 1. Due to its nature, this work will have to proceed with a definite sequence of operations to minimize outages and to continue facilities to certain areas. The building(s) will remain in operation during the work and the Contractor shall make every effort to maintain required services (power and signal).
 2. Wherever the work makes it necessary to cut off a feeder or branch circuit and it stands to remain out of service for some time, or longer than building operations will permit, the Contractor shall make temporary connections so the required outlets, devices, or loads will continue to be operational. Some outlets, devices and wiring in the area will remain undisturbed. The Contractor shall reconnect these circuits, extending where necessary, so all circuits will operate satisfactorily upon completion of the work.
 3. Where power or signal system outages are unavoidable, such outages shall be scheduled with the Owner and shall occur at such times deemed least disruptive by the Owner.
 4. Special precautions shall be taken to ensure safety of Owner's staff and park visitors during construction. No trenches shall be left open and no equipment left unsupervised outside of construction area. Provide adequate fencing around construction area and post danger signs and other warnings against hazards, promulgating safety regulations and notifying Owner and users of adjacent sites.

- AA. Existing Work: Existing conduits in alteration, extension, and remodeling areas which are required to be extended, altered, or reconnected shall be accomplished as shown or as directed. Where existing conduits which are indicated to be revised or which will be essential to the functioning to the particular system are cut or exposed due to

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construction changes, new connections shall be made in the most expeditious manner as directed or indicated. Where wiring is involved, new wires shall be "pulled-in" between the nearest available, accessible, reused outlets. In all cases where new wires are required, indicated, or specified to be installed in existing conduits, if same cannot be installed, new conduits shall be provided therefore as directed. Attention is called to the fact that all new conduit, wiring, and apparatus shown on drawings or specified shall be connected to the existing systems so as to function as complete units. All conduits and electrical apparatus, etc., in place and not shown or specified to be reused or which will not be essential to the functioning of the various systems when the work is complete, shall be removed and stored where directed. No old material shall be reinstalled or reused unless so indicated on drawings or so specified. Concealed conduits which are not indicated or specified to be reused and become exposed due to construction changes shall be removed to the nearest available, accessible, reused outlets.

Where existing panel feeders are required to be extended, altered, or reconnected, megger test existing wiring prior to alteration and after work is complete. Note any defects or deficiencies found and present to Owner in letter form. It will be assumed existing feeders in area of alteration are in good working order unless noted otherwise by Contractor.

- BB. Copies of codes, safety orders, submittals, specifications, drawings, addenda, and as built shall be on the job and in possession of person responsible for electrical work (foreman or general foreman).
- CC. Guarantee: Acceptance of the contract for this work includes this guarantee: The Contractor guarantees that he has performed the work in accordance with the contract documents. Contractor also agrees to replace or repair, as new, any defective work, materials, or part which may appear within two (2) years of final payment if in the opinion of the Engineer or the Owner the defect is due to workmanship or material.
- DD. Warranties, guarantees, certificates, etc. that are furnished and are available for equipment and materials furnished and installed under this section shall be properly filled out as of the date of final payment and shall be delivered to the Engineer.

PART 2 - PRODUCTS

2.01 RACEWAY

- A. All wiring shall be run in raceway.
- B. The size of each raceway shall be largest of the following:
 - 1. Minimum size to be 1/2".
 - 2. Underground conduits to be 3/4" minimum.
 - 3. Telephone conduits to be 3/4" minimum.

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4. The size required by code fill table for THW to accommodate the number, size, and type of wires shown or specified or recommended by the manufacturer of the equipment served and also ground conductor.
 5. The size noted on the Drawings.
- C. Conduit Fittings: Except where otherwise noted, conduit fittings shall be Appleton, Crouse-Hinds, or equal. Unilets, condulets, etc., shall be malleable iron and fitted with cover and gasket.
- D. Conduit Supports: Kindorf, Unistrut, T&B, or equal. All multiple hanger and support parts shall be zinc coated by hot dipping or electroplating or otherwise protected against corrosion.
- E. Conduit Straps: T&B, Gedney, or equal, one or two hole malleable iron or snap type steel with ribbed back, galvanized or cadmium plated.
- F. Cable Supports: Cable supports and boxes shall be installed for all vertical feeders in accordance with the schedule in the California Electrical Code. Cable supports shall be of the split wedge type which clamp each individual conductor firmly and tightens due to weight of cable. For cables with a metallic sheath, a basket weave or equal type of support shall be provided.
- G. Acceptable raceway systems and their limitations of use are as follows:
1. Rigid Steel Conduit (RSC):
 - a. Standard weight, zinc coated on outside by hot dipping with either zinc coating or other U.L. approved corrosion resistant coating on inside.
 - b. Fittings shall be threaded and finished similar to conduit. Threadless fitting shall not be used. All joints shall be coated with conductive antiseize compound, T&B "Kopr-Shield" or approved equal, except where conduit is run in permanently dry locations. Engineer knows of no equal to "Kopr-Shield".
 - c. Where installed in contact with earth or fill material, conduit shall be wrapped with net four (4) layers of Scotchrap #50, Schuller VID-10, or equal, or encased in three inches of concrete. In lieu of hand wrapping, Contractor may provide PVC coated galvanized conduit and fittings. The thickness of the PVC coating shall be a minimum of .040" (40 mil) on all pipe and fittings (except where part shape demands less thickness). PVC coated elbows shall be Ocal, Inc. Engineer knows of no equal.
 - d. Conduits connected to boxes and cabinets shall be fitted with two locknuts and insulated bushings, OZ B Series, Appleton BU Series, or equal, U.L. approved and bonded. Grounding bushings shall be used whenever grounding conductors are installed.
 - e. Conduit stubs shall be capped with coupling, nipple, coupling and plug.
 - f. Conduits connected to top and sides of boxes, cabinets, or any exterior enclosure exposed to weather or in areas subject to excessive moisture shall be fitted with watertight sealing hubs of steel or malleable iron with sealing ring and insulated throat, T&B 370 Series, EFCOR 40-50B Series, or equal.

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2. Intermediate Metal Conduit (IMC): Requirements for IMC are same as specified for RSC.
3. Electric Metallic Tubing (EMT):
 - a. Rolled steel, zinc coated outside with either zinc coating or other approved corrosion-resistant coating on the inside.
 - b. Couplings shall be compression type - Appleton 95-T Series, T&B 5123 Series, or equal. (Contractor may use concrete tight steel set screw couplings, Appleton TWC-5 Series, T&B TK-120 Series, or equal. When using set screw fittings, a green insulated bonding conductor shall be provided in raceway.)
 - c. Connectors shall be compression type with insulated throat - Appleton 86-T Series, T&B 5123 Series, or equal. (Contractor may use concrete tight steel set screw couplings, Appleton TW50-SI Series, T&B TC-720 Series, or equal. When using set screw fittings, a green insulated bonding conductor shall be provided in raceway.)
 - d. May be used:
 - 1) Concealed above furred ceilings or in attic spaces.
 - 2) Exposed above eight foot (8') elevations, indoors.
 - 3) Exposed in electrical rooms.
4. Flexible Metal Conduit:
 - a. Minimum trade size, one-half inch (1/2"), unless specified otherwise in other sections of these specifications. Flexible conduit shall be steel.
 - b. Connectors - T&B "Tite Bite" insulated. Engineer knows of no equal.
 - c. May be used only for crossing of seismic joints, connection of recessed fixtures, controls and mechanical equipment, and devices mounted to T-bar ceilings. Use Liquid Tight Flexible Metal Conduit, as specified hereinafter, where exposed to weather or other wet or corrosive conditions.
 - d. Length shall be a practical minimum but to allow for movement of equipment connected without restricting flexibility of conduit.
5. Liquid Tight Flexible Metal Conduit:
 - a. Minimum trade size, one-half inch (1/2").
 - b. Connectors - Appleton STB Series, insulated. Appleton, Crouse-Hinds, or equal may be used.
 - c. Length shall be a practical minimum but to allow for movement of equipment connected without restricting flexibility of conduit.
6. PVC Conduit, Schedule 40: U.L. listed and labeled for direct burial.
 - a. Minimum trade size, 3/4".
 - b. Use only underground. All conduit shall be encased with 3" concrete envelope or clean sand. Concrete shall be two sack mix with 3/4" maximum aggregate. Conduit separation for concrete encased conduits shall be provided using plastic conduit spacers specifically designed for the purpose. Place spacers maximum of 4'0" on center. Sand encased conduits shall be installed in layers to maintain vertical separation and horizontal separation shall be maintained using rebar stakes.

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- c. A copper bonding conductor shall be pulled in each power, control, signal, and other raceway, except public telephone and data communications, and bonded to equipment at each end with approved lugs.
- d. Continuation of run above grade, slab, or into building interior shall be with RSC, IMC, or EMT as per conduit specification.
- e. "Hot box" or field heated bends and elbows are not acceptable. Bends, elbows, and risers shall be made with rigid galvanized steel conduit using threaded adapters. At each end of conduit run, bond metallic portions of raceways to each other and to equipment connected at each end of conduit run. Protect metal portions from corrosion as specified for rigid steel conduit.

In lieu of providing RSC bends in PVC duct banks, contractor may provide long radius PVC elbows with a minimum radius of 24" for 3/4" to 2" conduits and a minimum radius of ten times the conduit trade size for conduits larger than 2". (Note: As an example, a 2-1/2" conduit will require an elbow with a minimum radius of 30".) Pullrope used when PVC elbows are provided must be of a material and diameter that will not cause damage to inside surface of elbow when wire is pulled. Contractor will be required to replace any underground elbow determined to be damaged (grooved, cracked, etc.). Elbows under concrete floor slabs or rising up into footings must be RSC as specified hereinbefore.
- f. Provide bell ends on all conduits rising into pullboxes, switchgear, lighting poles, rooms and any location where raceway ends.
- g. All joints and fittings shall be glued using appropriate PVC cement.

2.02 BOXES AND ENCLOSURES

- A. All boxes and enclosures shall be suitable for the environment in which they are installed. This includes enclosures for switchboards, panels, control cabinets, terminal cabinets, disconnect switches, signal devices, and the like.
- B. Outlet Boxes:
 - 1. Outlet boxes shall be of welded construction or one piece deep-drawn steel, galvanized gang type. Octagon concrete rings may be folded type. Sectional boxes shall not be used. Boxes installed in any exterior location, where exposed to rain or where exposed to moisture laden atmosphere shall be cast screw hub type with gasketed weatherproof covers. Where installed in finished areas, exposed boxes shall be cast screw joint type or other type that does not have unused knockouts.
 - 2. Each box shall be large enough to accommodate the required number and sizes of conduits, wires, splices, and devices but not smaller than size shown or specified.
 - 3. Switch and receptacle boxes shall be not less than 4" square by 1-1/2" deep for single devices, 4-11/16" by 1-1/2" deep for two devices.
 - 4. Boxes for special devices shall be particularly suited for intended use.
 - 5. Provide blank cover plates on all outlet boxes which are installed as part of an empty conduit system. Refer to finish material.
- C. Junction Boxes and Pullboxes:

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1. Boxes having an internal volume less than 100 cubic inches shall be as specified for outlet boxes. Boxes having internal volume greater than 100 cubic inches shall be of panelboard type construction except that covers shall be secured by screws or bolts.
 2. Boxes exposed to rain or installed in wet locations shall be specifically designed for the purpose.
 3. All boxes shall be installed so that covers are accessible after completion of the installation.
 4. Boxes shall not be installed in finished areas unless specific approval for such installation is granted by Engineer.
- D. **Box Mounting:** Boxes shall be independently and securely supported in place by wood blocking spanning stud space or manufactured adjustable channel type hanger, Steel City, Raco, or approved equal. Use wood screws to fasten to wood blocking or sheet metal screws to attach to metal channel. Side strap mounting shall not be used. Attach blocking or channel to studs using wood screws. Sheetrock screws or deck screws shall not be used. Surface boxes shall be supported with expansion screws, bolts, or anchors. Suspended boxes shall be supported with threaded rods or strut assemblies attached directly to structural members by means of bolts or anchors.
- E. **Precast Concrete Boxes:**
1. **Boxes:** Precast high-density reinforced concrete, rated for H/20 vehicular traffic loading, unless shown otherwise on Drawings.
 2. **Extensions:** At sectional type boxes, provide a minimum of two precast extensions. Provide additional extensions as required to provide space in box for code required cable bending.
 3. **Covers:** Unless noted otherwise on drawings, covers shall be H/20 vehicular traffic rated, steel checker plate, galvanized, with hold-down bolts. Covers shall be factory marked as follows:

| <u>SYSTEM</u> | <u>MARKING</u> |
|-------------------------|----------------|
| Power 600 volts or less | Electrical |
| Telephone | Telephone |
| Grounding | Ground |
 4. **Size:** Provide size shown on Drawings. If sizes are not shown, provide boxes sized per Codes. (Note: Minimum size may be indicated in Symbol List on Drawings.)

2.03 CONDUCTORS

- A. Conductors for power, lighting, and control shall be in raceway and shall be as follows:
1. #10 AWG and smaller shall be solid copper, 98% conductivity except for signal and control cables which may be stranded. (Stranded conductors may be used for #10 and smaller if wiring devices [switches, receptacles, etc.] are equipped with terminals specifically designed to accommodate stranded wire.)
 2. #8 AWG and larger shall be stranded copper, 98% conductivity.

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3. Minimum size branch circuit shall be #12 AWG.
 4. All insulation shall be 600 volt THHN/THWN except for low voltage control and signal cable.
 5. Conductors shall be color coded. Refer to Part 3 of this section.
 6. Conductor markers - T&B vinyl, Brady Permashield, or equal.
 7. Control wiring smaller than #12 AWG shall be type TFF or THWN.
- B. Terminators:
1. Use lugs or socket type terminals furnished with equipment.
 2. For #10 and smaller, T&B Sta-Kon, Buchanan "Termend", or equal, self-insulated forked tongue lug.
 3. #8 to #4/0 - Single Hex head screw or bolt clamp type with double hole tongue, T&B locktite, Burndy Qiklug type QA, or equal.
 4. #250 MCM and larger - Double Hex head screw or bolt clamp type with double hole tongue, T&B locktite tandem, Burndy Qiklug type QQA, or equal.
- C. Splices:
1. #10 and smaller, including fixture taps - pre-insulated coiled-spring type connectors, 3M Scotchloks, T&B Piggys, or equal.
 2. #8 to #4, Split bolt service connectors, T&B locktite, Burndy Servit, or equal, insulated with Scotch #88, Okoweld four purpose tape, or equal.
 3. #2 and larger, bolted pressure connectors, OZ ST, Burndy OKLIP, or equal, insulated with "Scotchfill" and Scotch #88 or Okoweld four purpose tape.
 4. Splice sealing kits - Scotchlock sealing packs for wire size to #10 and Scotchcast kits for larger splices as recommended by 3M Co. Engineer knows of no equal to Scotch kits.
- D. Lubricant for conductor installation shall be powdered soapstone, Y-er EAS, Minerallac "Pull-In" compound, or other U.L. approved lubricant.
- E. Cable Identification: Non-ferrous identifying tags or pressure sensitive labels shall be securely fastened to all cables, feeders, and power circuits in pullboxes and manholes. Tags or labels shall be stamped or printed to correspond with markings on Drawings or marked so that feeder or cable may be readily identified.

2.04 LIGHTING FIXTURES

- A. Furnish and install fixtures as indicated on Drawings, including lamps, hangers, frames, supports, etc., complete and ready for operation. Accessories such as straps, mounting plates, nipples, or brackets shall be provided for proper installation.
- B. LED fixtures shall be equipped with high-quality drivers (Invetronics, Sosen or MeanWell) and drivers shall be multi-tap type to allow connection to 120V, 240V, 277V, or 480V circuits.
- C. Driver voltage shall be verified with branch circuiting requirements.

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- D. Fixtures shall be lamped with Osram Sylvania, Phillips, or equal lamps. Lamps are specified in Fixture Schedule to establish type, color temperature and quality. Contractor shall provide equivalent lamps which are compatible with driver provided. Lamp/driver combination provided by contractor shall not void lamp or ballast manufacturer's warranties. Provide copies of warranties in submittal and in O&M manuals. All lamps of each type shall be of same manufacturer.

2.05 PANELBOARDS, SWITCHBOARDS, CONTROL CABINETS, ETC.

- A. ALL (yes, ALL) circuit breakers shall be equipped with padlocking devices for locking handle in off position. Devices shall be factory installed or furnished by factory and installed by Contractor.
- B. Multiple pole circuit breakers shall have internal common trip connection. Single pole breakers shall not be tied at handles to form multiple pole breaker.
- C. All circuit breakers shall be bolt-on type.
- D. Handle "Lock On" devices shall be furnished for 10% of circuit breakers provided. Furnish in factory packaging unless noted to be installed on Drawings. (Note: These devices have different function than those specified in paragraph A. above.)
- E. Circuit breaker numbers shall be adhesive backed engraved or embossed micarta or stamped into deadfront. Snap-in plastic numbers are not acceptable.
- F. Busses shall be copper with a current density of 1000 amps per square inch, maximum.
- G. Exterior of surface mounted enclosures shall be factory finished to match fronts.
- H. Enclosures shall be finished in ASA 61 or Standard Factory gray enamel.
- I. Enclosures shall be fitted with copper ground bus, similar to neutral bus, not insulated from enclosure. Bus shall be complete with lugs.
- J. Directory holder shall be metal with clear acetate directory cover. Holder shall be welded to inside of door or epoxied in place by contractor.
- K. Nameplates shall be as hereinbefore specified.
- L. Busses shall extend full length of usable space of distribution sections.
- M. Fronts shall have concealed trim fasteners and a hinged door with concealed hinges and flush locking latch.

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- N. Main breakers, where specified as part of a combination main and distribution section or panel, shall be located above or below distribution bussing and be connected such that normal load side of breaker is disconnected when breaker is in open position. Backward connections are prohibited.
- O. Where spaces are indicated on the Drawings, all required hardware and trim shall be provided to allow for future installation of breaker, switch, or combination starter of size shown.
- P. Switchboard sections and arrangement shown on Drawings must be provided unless additional sections are required for proposed substitutions. Contractor may not provide fewer sections or different arrangement than shown. (An empty load side section does not constitute one of the sections shown on the plans unless an empty load side section is specifically called out. Where a full height incoming pull section is shown, the manufacturer shall provide a full height incoming pull section. Where utility company metering is shown in a section with main breaker below, that arrangement must be provided by the manufacturer. Where a full height distribution section is shown for distribution devices and no main breaker, then a full height distribution section, with no main breaker, must be provided.)
- Q. Bussing ampacity requirements indicated on drawings shall be applied to all bussing in equipment. Bussing ampacity at distribution sections of switchboards shall not be reduced.
- R. The available fault current shall be obtained from the serving utility. Overcurrent protective devices, busses, and other components shall be selected and coordinated to clear faults and protect the system and all elements. This requirement is a minimum requirement and supercedes equipment selections which do not meet this requirement and which may be shown or specified elsewhere. The frame designations shown in schedules on drawings establish minimum AIC requirements. Proposed substitutions must meet or exceed the AIC rating of the specified frame. Series rating of components is not acceptable.
- S. Panelboards and Switchboard: Shall be Square D, Eaton Electrical, or equal, of type and arrangement as indicated on Drawings. Layout of equipment on Drawings is based on Square D unless indicated otherwise in details on drawings. Manufacturers who cannot meet the requirements specified or shown will not be acceptable.
- T. Pedestals: Shall be Tesco or equal. Layout on Drawings is based on Tesco.

2.06 CONTACTORS AND RELAYS

- A. Shall be Square D, Asco, or equal, as indicated on Drawings.

PART 3 - EXECUTION

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3.01 WIRING AND RACEWAY SYSTEMS

- A. Excavating and Trenching: Perform all excavations as required for the installation of the work included under this Section, including shoring of earth banks to prevent cave-ins and to protect workmen and equipment. Restore all surfaces, roadways, walks, curbs, walls, existing underground installation, etc., damaged or cut as a result of the excavations to their original condition in a manner approved by the Engineer. Stop machine excavation for trenches, in solid ground, several inches above required grade line, then trim trench bottom by hand to accurate grade so that a firm and uniform bearing throughout entire length of duct is provided. In lieu of above hand excavation in bottom of trench, Contractor may excavate to depth no less than 6 inches below required grade line and place a bed of sand or granular soil, properly compacted to provide a uniform grade and to provide a firm support for duct throughout its entire length. Minimum conduit depth of pipe crown shall be 2'-0" below finished or natural grade, unless detailed otherwise on Drawings. Conduits under parking lots, roadways, driveways, fire truck access routes, and other areas subject to vehicular traffic shall be installed a minimum of 24" below grade.
- B. Backfilling: No backfilling operations shall begin until the required tests and inspection has been made. Should any of the work be enclosed or covered up before it has been approved, Contractor shall, at his expense, uncover the work. After it has been inspected, tested, and approved, he shall make all repairs necessary to restore the work of other contractors to the condition in which it was found at the time of uncovering. Except under existing paved area, walks, roads, or similar surfaces, and in cases where rock is encountered, backfill more than 12" above the top of the pipe shall be made using suitable excavated material placed in 6" layers measured before compaction, and tamped by machine. Surface work shall be replaced to match the existing. Entire backfill for bored excavations under existing pavement, walks, roads, or similar surfaces, shall be made with clean sand compacted by flooding. The contractor shall install a marking tape six inches (6") below grade and directly above all electrical conduits. The tape shall consist of a 4 mil. insert plastic film specifically formulated for prolonged use underground. It shall be highly resistant to alkalis, acids and other destructive agents found in the soil. Tape shall have a minimum tensile strength of 20 lbs. per three inches (3") with strips and a minimum elongation of 500%. Tape shall bear a continuous painted message repeated every 16 to 36 inches (16" to 36") warning of the installation buried below. The message shall read "CAUTION – ELECTRICAL POWER LINE BURIED BELOW" or "CAUTION – ELECTRICAL SIGNAL LINES BURIED BELOW" as applies. Installation instruction for the tape shall be printed with each message along the entire length. The tape shall be as that manufactured by Reef Industries, Inc., or approved equal. For those installations involving non-metallic pipe, tape shall be aluminum foil encased in two layers of inert plastic film enabling the tape to be inductively located. Terre Tape "D" Warning Tapes are acceptable. When conduit below is plastic, tape shall have metallic content and shall respond to metal detectors. Do not exclude this. It will be required to verify the installation of this tape.
- C. Tests: Test all wiring and connections for continuity and grounds before any fixtures or equipment are connected, and where such tests indicate faulty insulation or other defects, they shall be located, repaired, and retested at the Contractor's expense.

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- D. **Flashing and Sealing:** Flash and counterflash roof and wall penetrations in manner acceptable to the Owner. Conduits, ducts, etc., passing through finished walls and ceilings shall be fitted with steel escutcheon plates, chrome or paint finish as directed. Conduits which penetrate floor slabs and concrete or masonry walls shall be grouted and sealed watertight at penetration. Conduits penetrating exterior walls other than concrete or masonry shall be sealed watertight with Vulkem 116 polyurethane sealant. All flashing and sealing shall be provided by this Contractor.
- E. **Grounding and Bonding:** Grounding and bonding shall be installed as required by the applicable codes, rules, and regulations, and as follows:
1. The service and enclosure shall be grounded.
 2. Each building shall have its own grounding electrode. Metal water and gas piping, and building structural steel, shall be bonded to grounding electrode at first panel ground bus unless detailed otherwise on the Drawings.
 3. All raceway systems, supports, cabinets, panelboards, control equipment, lighting fixtures, and utilization apparatus shall be permanently and effectively grounded.
 4. Where the raceway is used as the grounding conductor, good contact shall be made between conduit or tubing and panels, cabinets, outlet boxes and equipment, lighting fixtures, etc., to maintain continuity of ground. Where it is not possible to obtain good contact, additional bonding shall be provided. Supplemental bonding shall be provided between raceway and enclosure and at conduit knockouts and at reducing washers.
 5. All non-metallic raceways, exclusive of public telephone, shall contain a code size copper conductor, green insulated, properly bonded to equipment at each end, and to metallic portions of the same raceway.
 6. All grounding type receptacles shall have grounding contact connected to a grounding conductor. Grounding conductor may be code size green insulated copper conductor installed in circuit raceway or may be metallic raceway. If metallic raceway is used as grounding conductor, a green insulated copper conductor must connect receptacle grounding contact to lug or screw terminal in outlet box or to grounding bushing at raceway. Isolated grounding type receptacles shall have code sized green insulated copper conductor installed in circuit raceway.
 7. Provide bonding jumper around flexible metallic conduit. Bonding jumper shall be inside flex.
 8. Raceway size shall be increased if necessary to accommodate bonding or grounding conductors and shall be based on raceway fill tables.
 9. Where cabinets are furnished with grounding bus, all required bonding conductors shall connect thereto, each with separate lug.
 10. Buried ground connections shall be made by the Cadweld process using molds and charges according to manufacturer's recommendations.
 11. Grounding electrodes and connections to building water and gas mains or building structural steel shall have insulated conductors run in conduit directly to service ground bus separate from any other grounding conductor.
 12. Each grounding electrode installed shall be tested prior to connection to equipment. Ground resistance tests shall be performed by an independent testing agency using a Megger Earth Tester or equivalent and test results shall be forwarded to the Engineer for approval.

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3.02 RACEWAY SYSTEMS

- A. Unless otherwise specified, all raceway shall be installed concealed. Raceway may be run exposed on unfinished walls, in attics and roof spaces, and in electrical rooms when run to surface cabinets, panels, or gutters. Conduit shall not be installed in concrete slabs.
- B. Individual horizontal raceways not larger than 1-1/2" size shall be supported by means of straps or individual hangers. Individual horizontal raceways larger than 1-1/2" size shall be supported by individual hangers. Above accessible ceilings, spring steel fasteners, clips, or clamps specifically designed for supporting exposed single conduits up to 1" size may be used in lieu of straps or hangers. Hanger rods used in connection with spring steel fasteners, clips, and clamps shall be either 1/4" diameter or larger galvanized steel rods.
- C. Where two or more horizontal raceways run parallel and at the same elevation, they shall be supported on multiple hangers. Each raceway shall be secured to the horizontal hanger member with a U-bolt, strap, or other specially designed and approved bolted fastener. Hanger rods used in conjunction with multiple hangers shall be 3/8" diameter or larger, galvanized steel rods.
- D. Vertical raceways not larger than 1-1/2" shall be supported by riser clamps at each floor or by straps not over 8' apart. Vertical raceways, conduits, and EMT larger than 1-1/2" shall be supported by riser clamps at each floor. Short vertical drops larger than 1-1/2" shall be supported by hangers close to the elbows at the tops and additionally secured to walls, columns, etc. by straps spaced not over 8' apart.
- E. Multiple conduit hangers shall consist of two or more steel hanger rods, a steel horizontal member, and all U-bolts, clamps, and other attachments necessary for securing hanger rods and conduits. Hanger rods shall be threaded either full length or for a sufficient distance at each end to permit at least 1-1/2" of adjustment. Horizontal members shall be standard structural steel shapes such as angles or channels or 1-1/2" x 1-1/2", No. 12 gauge, cold formed, lipped channels designed to accept special spring-held hardened steel nuts for securing hanger rods and other attachments. Two or more channels may be welded together to form horizontal members of greater strength than single channels.
- F. Straps and hanger rods shall be fastened to concrete by means of inserts or expansion bolts, to brickwork by means of expansion bolts, to hollow masonry by means of toggle bolts, to metal surfaces with machine screws, and to wood construction with wood screws. Expanders and shields shall be steel or malleable iron. Sizes of shields and bolts shall be such that the proof test load will not be less than four times the actual working load. Deck screws or sheetrock screws shall not be used. Wooden plugs and lead shields shall not be used for fastening. Perforated strap iron or nail straps shall not be used. Straps shall be screw fastened.

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- G. In any raceway run, the number of 1/4 bends, or the equivalent, between terminations at cabinets, outlet boxes, junction boxes, and pullboxes, shall not exceed the number of 1/4 bends indicated below, and the total length of run shall not exceed 150 feet. Straight runs of conduit shall not exceed 250 feet in length between terminations at cabinets, outlet boxes, junction boxes, and pullboxes.

| <u>Conduit Size - Inches</u> | <u>Number of ¼ Bends</u> |
|------------------------------|--------------------------|
| ½ to 1¼ | 4 |
| 1½ to 2½ | 3 |
| 3 to 4 | 2 |

- H. The size of each run of raceway shall be largest of the following:
1. Minimum size to be 1/2".
 2. Underground conduits to be 3/4" minimum.
 3. The size required by code fill table for THW to accommodate the number, size, and type of wires shown or specified or recommended by the manufacturer of the equipment served and also ground conductor.
 4. The size noted on the Drawings.
- I. The Contractor's attention is directed to check the size of all raceways to determine that the green equipment ground conductor, specified, shown or required, can be installed in the same raceway with phase and neutral conductors in accordance with the percentage of fill requirements of codes. If necessary, the Contractor shall increase the raceway sizes shown or specified to accommodate all conductors without additional cost to the Owner.
- J. Conduit caps shall be installed during construction.
- K. Pullropes shall be provided in all empty conduits and shall be 3/16" diameter polypropylene. (Note: This pullrope is not for pulling cable but for pulling in pullrope for cable pulling.)
- L. Plates and Grouting: Conduits, ducts, etc., passing through finished walls shall be fitted with steel escutcheon plates, chrome or paint finish as directed. Conduits which penetrate floor slabs and concrete or masonry walls shall be grouted and sealed watertight at penetration.
- M. All joints of RSC and IMC raceways shall be coated with conductive antiseize compound, as specified hereinbefore, unless conduit is run in permanently dry locations. Remove couplings of factory joined conduit and coupling assemblies and coat joints.
- N. Flexible conduit shall be used to cross seismic joints.
- O. Plastic Conduit Expansion and Contraction: Contractor shall take precautions to allow for expansion and contraction of plastic conduit due to temperature changes. Exercise

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care in storing materials to avoid warping and deterioration. Protect from direct exposure to sunlight.

P. Underground Conduits:

1. Conduit runs shown on site plan are shown for general routing. Conduit installation shall comply with applicable codes and specifications. Exact location of runs shall be coordinated to comply with codes and existing conditions.
2. Prior to any excavation, layout conduit routing. Routing shown on drawings is diagrammatic (not pictorial). Coordinate closely with existing underground work. Adjust routing and excavation to avoid conflict.
3. At existing sites, underground utilities, services, circuits, piping, irrigation systems, etc. are present, but their exact locations are not known. Contractor shall locate and protect before trenching or excavating in any area. Consult utility companies, "as-built drawings", and Owner's maintenance personnel for location of existing underground work. If existing piping or utilities are damaged during construction, contractor shall repair immediately at own expense. New underground shall be modified as necessary to conform to existing conditions.

3.03 BOXES

A. Boxes shall be accurately placed as shown on Drawings or as close thereto as possible.

B. Precast Concrete Boxes:

1. Sectional Boxes without Precast Floor: Unless detailed otherwise on drawings, provide poured concrete footing formed inside with 6" gravel in bottom of box to facilitate drainage. Conduits shall rise in bottom of box. Provide box extensions to allow ample clearance in box between conduit and box cover for cable bending radius.
2. Where boxes are installed at concrete or paved areas, box lid shall be flush with finish grade.
3. Size: Provide size shown on Drawings. If sizes are not shown, provide boxes sized per Codes. (Note: Minimum size may be indicated in Symbol List on Drawings.)

3.04 CONDUCTORS

A. Phasing: Terminals in panelboards, switchboards, and other equipment shall be phased A, B, C, reading left to right or top to bottom looking into the front of the equipment.

B. Conductors shall be coded as follows:

| <u>Voltage</u> | <u>Phase A</u> | <u>Phase B</u> | <u>Phase C</u> | <u>Neutral</u> | <u>Ground</u> |
|----------------|----------------|----------------|----------------|----------------|---------------|
| 120/208V | Black | Red | Blue | White | Green |

Direct current - positive is red, negative is black.

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Control conductors, other than branch circuits, shall be black.

Conductors in sizes up through #6 AWG shall have solid color finish as listed above. #4 AWG and larger shall be coded by application of phase tape for minimum of 6" length on conductor. Coding shall occur at all splices, terminations, and pullboxes.

Color coding shall be continuous and consistent throughout the work.

- C. Circuit Identification: Each branch circuit, control, and signal conductor shall be labeled with the circuit number or terminal it is connected to. Use T&B vinyl, Brady Permashield mylar markers, or equal. Conductors shall be labeled at each panelboard, switchboard, control center, pullbox, and at each point of utilization such as fixtures, etc. Labeling shall correspond to control diagrams where applicable.
- D. Connections to terminals shall be as follows: Refer to 2.03B. of this Section.
- E. Splices:
 - 1. Refer to 2.03C. of this Section.
 - 2. Splices in underground pullboxes or in other areas subject to moisture shall be provided with cast resin kits. Use Scotchlock sealing packs for wire size to #10 and Scotchcast kits for larger splices as recommended by 3M Co. All splices to be prepared as hereinbefore specified before resin kits are applied. Engineer knows of no equal to Scotch kits. (Note: No signal splices are allowed in underground pullboxes or areas subject to moisture. Refer to respective signal section of Specifications.)
 - 3. Wire splicing devices shall be sized according to manufacturer's recommendation.
- F. Conductors in panels, etc., shall be laced with T&B Ty-raps, Dennison "Bar-loks", or equal.

3.05 EQUIPMENT AND MATERIALS

- A. General Requirements for Panelboards, Switchboards, Control Cabinets, Etc.:
 - 1. Wall mounted enclosures shall be mounted with top of enclosure 6'6" above finished floor except as otherwise noted.
 - 2. Directories shall be typewritten and conform to circuit assignment at time of occupancy.
 - 3. Conduits shall enter cabinet through neat hole and perpendicular to entrance face.
 - 4. Conduits shall be fitted with insulated grounding bushing and bonded to ground bus.
 - 5. At adjustable trip breakers, all adjustments shall be set at maximum settings unless instructed otherwise on drawings or elsewhere in these specifications. Where breakers are programmable, contractor shall furnish any equipment required to perform programming per manufacturer's instructions. If manufacturer requires factory authorized service technician to make adjustments or perform programming, include all costs for such in bid.
 - 6. Contractor shall provide a dedicated 1" conduit with telephone cable from main switchboard meter compartment to Telephone Service location.

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- B. Lighting Fixtures: Install fixtures as indicated on Drawings, including lamps, hangers, frames, supports, etc., complete and ready for operation. Fixtures, lamps, trim, and diffusers shall be clean at final acceptance.

END OF SECTION



PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Conditions of the Contract, General Provisions, and Section 16010 apply to all work of this Section.
- B. Furnish and install Stadium Floodlighting System, complete with pole foundations and bases, poles, crossarms, fixtures, lamps and all parts and pieces and labor as shown and specified. It is the intent that a complete operating system be installed and that any brackets, supports, cords, excavation, backfill, concrete, engineering, or other items required to achieve this end result shall be furnished whether or not such item or items are specified herein or shown on the drawings. Control systems will be Owner provided.

1.02 GENERAL REQUIREMENTS

- A. Equipment Tests and Standards:
 - 1. All components of the system shall bear Underwriter's label and the complete system, as a whole, shall be approved by the Underwriter's Laboratories.
 - 2. The Contractor shall:
 - a. Provide complete designs, drawings, calculations, specifications, and Title 24 calculations for stadium floodlighting assemblies, including foundations, poles, and arms, stamped and signed by a California licensed Professional Engineer specializing in structural engineering.
 - b. Submitted items will be checked for general design concept conformance only and will be submitted to the Town of Paradise (TOP) for review. If necessary, submittals will be returned to the Contractor for corrections and/or additional information, as required by the TOP. The Contractor shall make necessary changes and resubmit.
 - c. As the review procedure is beyond the control of the Engineer, it must be recognized by the Contractor that the review process may take longer than other submittals. The Contractor has the option to obtain approval from the TOP as required and submit approved documents to the Engineer for review and comment. Approval by the TOP does not waive the Engineer's review requirement nor any other requirement of the documents.
 - d. The Engineer will review the submittal one time only and will not perform calculations or prepare drawings required for the TOP. If the Contractor fails to provide proper information for approval or the Engineer is required to perform additional duties, such services will be reimbursed by the Owner and back-charged to the Contractor.
 - e. Provide complete photometric reports produced by an independent testing laboratory for each type of reflector utilized to achieve performance criteria. ITL reports must be submitted with bid. Failure to do so will be cause for immediate rejection of bid.

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- f. Manufacturer shall submit a letter guaranteeing that footcandle levels and uniformities as specified will be met. In addition, manufacturer's remedy to deficiencies will be noted. NOTE: Penalty clause for the non-conformance under energy usage of the specifications.
- g. Manufacturer shall submit in writing a minimum of five similar lighting projects in the state of California where the specifications outlined have been met. Include the project name, contact person and telephone numbers.
- h. Provide complete UL Test Report- Bidder shall supply for the owner's review and retention a copy of the Underwriters Laboratory report covering the luminaire assembly being bid.
- i. Provide written warranty from the manufacturer covering entire structure as outlined in specifications.
- j. Provide written statements of model number and manufacturer for all equipment bid.
- k. Provide lighting layout design showing luminaire mounting heights, aiming focus points, reflector types, number of luminaries per pole and kilowatt consumption.
- l. Provide a drawing of the Sports Lighting Structure meeting or exceeding specified criteria.
- m. Provide computer generated point-by-point analysis of field light values as set forth in accordance with lighting performance specifications.

B. Instructions and Manuals:

- 1. Equipment supplier's factory engineer shall provide technical assistance to Contractor during construction; supervise energization and operational testing of system and each component; supervise aiming of light fixtures; demonstrate system operation to the satisfaction of Owner; and furnish wiring schematics for all items of equipment, installation instructions, and printed detail of all routine maintenance and servicing as part of manuals.
- 2. Manuals shall be provided in substantial fiberboard covers, with title page, list of contents, and conspicuous label on cover and be delivered to and approved by Architect prior to testing and demonstration. Also, refer to requirements for manuals in Section 16010, Electrical.

C. Submittals: Furnish catalog data, shop drawings, wiring diagrams, and support details. Also, refer to requirements for shop drawings, substitutions, materials, and submittals in Section 16010, Electrical Work General Requirements. Submittal information required:

- 1. Light scans.
- 2. Spill scans.
- 3. Detailed warranty information.
- 4. Detail foundation design.
- 5. Energy cost analysis detailing energy and maintenance cost over a 25 year life cycle. Note that consumption shall not exceed the total kwh detailed in Article 1.06.

D. Warranty and Guarantee:

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1. Two (2) Year Warranty: Each manufacturer shall supply a signed warranty covering the entire system for two (2) years OR for the maximum hours of coverage based on the estimated annual usage, whichever occurs first. Warranty shall guarantee light levels; lamp replacements; system energy consumption; maintenance and control services, spill light control, and structural integrity. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty may exclude fuses, storm damage, vandalism, abuse, and unauthorized repairs or alterations.
2. Manufacturer shall agree in writing to provide labor and materials for a period of two (2) years to replace defective parts or repair defects in workmanship, or, at its election, to pay reasonable costs of labor for such repairs. For the remainder of the warranty period, replacement materials will be provided at no charge.
3. Lamps shall be warranted by the manufacturer in writing not to fail for two (2) years from the date of delivery. Lamps which fail during the first year of the warranty period will be replaced and installed at no cost to the Owner. Lamps which fail during the second 12 months will be replaced by the manufacturer but installation will be the Owner's responsibility.
4. Manufacturer shall warrant in writing accurate alignment of the luminaires on the luminaire assembly for a period of seven (7) years starting from the date of delivery.
5. The contractor/manufacturer shall furnish 5% extra lamps and six (6) extra fuses to the Owner.

OR ADDITIVE ALTERNATE #1:

1. 25 Year Warranty: Each manufacturer shall supply a signed warranty covering the entire system for 25 years OR for the maximum hours of coverage based on the estimated annual usage, whichever occurs first. Warranty shall guarantee light levels; lamp replacements; system energy consumption; maintenance and control services, spill light control, and structural integrity. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty may exclude fuses, storm damage, vandalism, abuse, and unauthorized repairs or alterations.

E. Delivery:

1. The manufacturers must guarantee that the complete pole(s) and fixtures will be delivered to the job site within six (6) calendar weeks (42 days) of the manufacturer's receipt of TOP stamped plan approval.
2. The manufacturers must agree to a penalty assessment of \$1,000 per day for every calendar day beyond forty-two (42) days from TOP approval that the complete product order has not arrived at the job site.

1.03 SUMMARY

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- A. Work covered by this section of the specifications shall conform to the contract documents, engineering plans as well as state and local codes.
- B. The purpose of these specifications is to define the performance and design standards for Moore Road Ballpark Lighting. The manufacturer / contractor shall supply lighting equipment to meet or exceed the standards set forth by the criteria set forth in these specifications.
- C. The sports lighting will be for the following fields:
 - 1. Field #2 – 319’/300’/272’ outfield (Dimensions are approximate, field verify.)
- D. The primary goals of this sports lighting project are:
 - 1. Guaranteed Light Levels: Selection of appropriate light levels impact the safety of the players and the enjoyment of spectators. Therefore the lighting system shall be designed such that the light levels are guaranteed for a period of years specified in 1.02 D.
 - 2. Environmental Light Control: It is the primary goal of this project to minimize spill light and glare.
 - 3. Life Cycle Cost: In order to reduce the operating budget, the preferred lighting system shall be energy efficient and cost effective to operate. All maintenance costs shall be eliminated, and the field(s) should be proactively monitored to detect fixture outages over a year life cycle specified in 1.02 D.
- E. All lighting designs shall comply with all applicable codes and standards.

1.04 LIGHTING PERFORMANCE

- A. Performance Requirements: Playing surface shall be lit to an average constant light level and uniformity as specified in the chart below. Light levels shall be held constant for a period of years specified in 1.02 D. Lighting calculations shall be developed and field measurements taken on the grid spacing with the minimum number of grid points specified below. Measured average illumination level shall be +/- 10% of predicted mean in accordance with IESNA RP-6-01, and measured at the first 100 hours of operation.

| Area of Lighting | Average Constant Light Levels | Maximum to Minimum Uniformity Ratio | Grid Points | Grid Spacing |
|-------------------|-------------------------------|-------------------------------------|-------------|--------------|
| Field #2 Infield | 50 footcandles | 2.0:1.0 | 25 | 30’x30’ |
| Field #2 Outfield | 30 footcandles | 2.5:1.0 | 71 | 30’x30’ |

- B. Mounting Heights: To ensure proper aiming angles for reduced glare and to provide better playability, the pole mounting heights from the playing field surface shall be 70 feet for poles A1, A2, B1, B2, C1, C2, B3, B4 and 60 feet for poles A3, A4, C3, C4 as shown on the plans.

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1.05 ENVIRONMENTAL LIGHT CONTROL

A. Spill Light Control: Maximum vertical footcandles taken with the meter aimed at the brightest light bank at a distance of 150 feet from the field perimeter shall not exceed 1.79. Maximum horizontal footcandles at a distance of 150 feet from the perimeter of the field shall not exceed 0.49. Footcandle readings shall be taken at 30' intervals along the specified line. Measured average illumination level shall allow a 10% variance of predicted mean in accordance with IESNA RP-6-01, and be measured at the first 100 hours of operation. Light measurements shall be taken at 36" above grade.

1.06 LIFE CYCLE COSTS

- A. Energy Consumption: The average kWh consumption for the field lighting system shall be:
 - 1. Field #2: 54 KWh or less.
- B. Complete Lamp Replacement: Manufacturer shall include all group lamp replacements required to provide a period of years of operation specified in 1.02 D., based upon 650 usage hours per year.
- C. Preventative and Spot Maintenance: Manufacturer shall provide all preventative and spot maintenance, including parts and labor for a period of years specified in 1.02 D. from the date of equipment shipment. Individual lamp outages shall be repaired when the usage of any field is materially impacted. Owner agrees to check fuses in the event of a luminaire outage.
- D. Life Cycle Cost: Manufacturer shall submit life cycle cost calculations as follows. Equipment life cycle cost shall be included with the submittal package.

| | | | |
|----|--|---|--|
| | Luminaire energy consumption | | |
| a. | $\frac{\# \text{ luminaires} \times \text{ kW demand per luminaire} \times \text{ kWh rate} \times \text{ annual usage hours}}{\text{years}}$ | | |
| b. | Demand charges | + | |
| c. | Cost for spot relamping and maintenance over a period of years specified in 1.02 D. Assume ___ repairs at \$ ___ each if not included with the bid | + | |
| d. | Cost to relamp all luminaires for a period of years specified in 1.02 D. $\frac{\text{annual usage hours} \times \text{years}}{\text{lamp replacement hours}} \times \$125 \text{ lamp \& labor} \times \text{ fixtures if not included with the bid}$ | + | |
| | TOTAL Year Life Cycle Operating Cost | = | |

1.07 DELIVERY TIMING

- A. Equipment On-Site: The equipment must be on-site as required by contractor, from receipt of approved submittals and receipt of complete order information.

1.08 BID SUBMITTAL REQUIREMENTS

- A. Site plan review by the TOP and associated Conditions of Approval for the proposed project are based upon the use of Musco’s Light-Structure Green System™. The Contractor may select an approved equal floodlighting system such as those supplied by CMH, Qualite, or Hubbell. A complete submittal package for approval, as outlined in Submittal Information at the end of this section, must be provided for all lighting systems as part of the bid submittal package. Special manufacturing to meet the standards of this specification may be required.
- B. Design Approval: The owner / engineer will review shop drawings from the manufacturers to ensure compliance to the specification. If the design does not meet the design requirements of the specifications, the bid will be thrown out.

1.09 ALTERNATE SYSTEM REQUIREMENTS

- A. Compliance to Specifications: Acceptance of a bid alternate does not negate the contractor and lighting manufacturer’s responsibility to comply fully with the requirements of these specifications. Any exceptions to the specifications must be clearly stated in the prior approval submittal documents.
- B. Light Level Requirements: Manufacturer shall provide computer models guaranteeing light levels on the field over a period of years specified in 1.02 D. If a constant light level cannot be provided, a maximum Recoverable Light Loss Factor of 0.70 shall be applied to the initial light level design to achieve the following Initial and target/maintained light levels. For alternate systems, scans for both initial and maintained light levels shall be submitted.

| Area of Lighting | Average Initial Light Levels | Average Target/Maintained Light Levels | Maximum to Minimum Uniformity Ratio | Grid Points | Grid Spacing |
|------------------|------------------------------|--|-------------------------------------|-------------|--------------|
| | ___ footcandles | ___ footcandles | ___:1.0 | | ___' x ___' |
| | ___ footcandles | ___ footcandles | ___:1.0 | | ___' x ___' |

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- C. Revised Electrical Distribution: Manufacturer shall provide revised electrical distribution plans to include changes to service entrance, panel, and wire sizing.

PART 2 – PRODUCTS

2.01 LIGHTING SYSTEM CONSTRUCTION

- A. System Description: Lighting system shall consist of the following:
1. Galvanized steel poles and crossarm assembly (BASE BID – METAL POLES).
 2. Pre-stressed concrete base embedded in concrete backfill allowed to cure for 12-24 hours before pole stress is applied. Alternate may be an anchor bolt foundation designed such that the steel pole and any exposed steel portion of the foundation is located a minimum of 18 inches above final grade. The concrete for anchor bolt foundations shall be allowed to cure for a minimum of 28 days before the pole stress is applied.
 3. All luminaires shall be constructed with a die-cast aluminum housing or external hail shroud to protect the luminaire reflector system.
 4. Wire harness complete with an abrasion protection sleeve, strain relief and plug-in connections for fast, trouble-free installation.
 6. Pole mounting bracket with wire access hole and handhole, internal strain relief hook and ground lug for future loudspeakers. Provide wire access hole cover.
- B. Manufacturing Requirements: All components shall be designed and manufactured as a system. All luminaires, wire harnesses, ballast and other enclosures shall be factory assembled, aimed, wired and tested.
- C. Durability: All exposed components shall be constructed of corrosion resistant material and/or coated to help prevent corrosion. All exposed carbon steel shall be hot dip galvanized per ASTM A123. All exposed aluminum shall be powder coated with high performance polyester or anodized. All exterior reflective inserts shall be anodized, coated, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All exposed hardware and fasteners shall be stainless steel of 18-8 grade or better, passivated and coated for protection against corrosion and stress corrosion cracking. All wiring shall be enclosed within the crossarms, pole, or electrical components enclosure.
- D. Lightning Protection: All structures shall be equipped with lightning protection meeting NFPA 780 standards. Contractor shall supply and install a grounding electrode of not less than 5/8 inch diameter and 8 feet long, with a minimum of 10 feet embedment. Grounding electrode shall be connected to the structure by a grounding electrode conductor with a minimum size of 2 AWG for poles with 75 feet mounting height or less, and 2/0 AWG for poles with more than 75 feet mounting height.

- E. Safety: All system components shall be UL Listed for the appropriate application.
- F. Electric Power Requirements for the Sports Lighting Equipment:
 - 1. Electric power: 208 Volt, Three Phase.
 - 2. Maximum total voltage drop: Voltage drop to the disconnect switch located on the poles shall not exceed three (3) percent of the rated voltage.

2.02 STRUCTURAL PARAMETERS

- A. Support Structure Wind Load Strength: Poles and other support structures, brackets, arms, bases, anchorages and foundations shall be determined based on the 2010 CBC Building Code and ASCE 7-05, wind speed of 85 MPH (based on 3 second gust), exposure category B and an importance factor. Luminaire, visor, and crossarm shall withstand 150 mph winds and maintain luminaire aiming alignment.
- B. Structural Design: The stress analysis and safety factor of the poles shall conform to AASHTO 2009 (LTS-5) Standard Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals.
- C. Soil Conditions: The foundation design shall be based on soils that meet or exceed those of a Class 5 material as defined by 2010 CBC.
It shall be the contractor's responsibility to notify the owner if soil conditions exist other than those on which the foundation design is based, or if the soil cannot be readily excavated. Contractor may issue a change order request / estimate for the owner's approval / payment for additional costs associated with:
 - 1. Providing engineered foundation embedment design by a registered engineer in the State of California.
 - 2. Additional materials required to achieve alternate foundation.
 - 3. Excavation and removal of materials other than normal soils, such as rock, caliche, etc.
- D. Foundation Drawings: Project specific foundation drawings stamped by a registered engineer in the state where the project is located are required. The drawings must also be approved and stamped by the TOP Building Department. The foundation drawings must list the moment, shear (horizontal) force, and axial (vertical) force at ground level for each pole. These drawings are to be supplied by contractor.

PART 3 – EXECUTION

3.01 FIELD QUALITY CONTROL

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- A. **Illumination Measurements:** Upon substantial completion of the project and in the presence of the Contractor, Project Engineer, Owner's Representative, and Manufacturer's Representative, illumination measurements shall be taken and verified. The illumination measurements shall be conducted in accordance with IESNA RP-6-01, Appendix B.
- B. **Correcting Non-Conformance:** If, in the opinion of the Owner or his appointed Representative, the actual performance levels including footcandles, uniformity ratios, and maximum kilowatt consumptions are not in conformance with the requirements of the performance specifications and submitted information, the Manufacturer or Contractor shall be liable to any or all of the following:
1. Manufacturer or Contractor shall at his expense provide and install any necessary additional fixtures to meet the minimum lighting standards. The Manufacturer or Contractor shall also either replace the existing poles to meet the new wind load (EPA) requirements or verify by certification by a licensed structural engineer that the existing poles will withstand the additional wind load.
 2. Manufacturer or Contractor shall minimize the Owner's additional long term fixture maintenance and energy consumption costs created by the additional fixtures by reimbursing the Owner the amount of \$1,000.00 (one thousand dollars) for each additional fixture required.
 3. Manufacturer or Contractor shall remove the entire unacceptable lighting system and install a new lighting system to meet the specifications.

SUBMITTAL CHECKLIST

Design Submittal Data Checklist and Certification

All items listed below are mandatory, shall comply with the specification, and be Submitted With the Bid Package

(A SEPARATE SUBMITTAL CHECKLIST MUST BE SUBMITTED WITH EACH BASE BID OPTION)

| Tab | Item | Description |
|------------|--------------------------|--|
| A | Checklist | Listing of all information being submitted must be included on the table of contents. List the name of the manufacturer's local representative and his/her phone number. Signed submittal checklist to be included. |
| B | Equipment Layout | Drawing(s) showing field layout with pole locations. |
| C | On Field Lighting Design | Lighting design drawing(s) showing: <ol style="list-style-type: none"> a. Field Name, date, file number, prepared by, and other pertinent data b. Outline of field being lighted, as well as pole locations referenced to the center of the field (x & y), or Homeplate for softball field. Illuminance levels at grid spacing specified. c. Pole height, number of fixtures per pole, as well as luminaire information including wattage, lumens and optics. d. Height of light level test meter above field surface. |

STADIUM FLOODLIGHTING

Section 16200

4472

| | | |
|----------|--|--|
| | | <p>e. Summary table showing the number and spacing of grid points; average, minimum and maximum illuminance levels in foot candles (fc); uniformity including maximum to minimum ratio, coefficient of variance and uniformity gradient; number of luminaires, total kilowatts, average tilt factor; light loss factor.</p> <p>f. Alternate manufacturers shall provide both initial and maintained light scans using a maximum 0.70 Light Loss Factor to calculate maintained values.</p> |
| D | Off Field Lighting Design | Lighting design drawing showing initial vertical spill light levels along the boundary line (150' past base paths and homerun fences) in footcandles. Vertical levels shall be at 30-foot intervals along the boundary line. Readings shall be taken with the meter orientation at both horizontal and aimed towards the most intense bank lights. |
| E | Life Cycle Cost Calculation | Document life cycle cost calculations as defined in the specification. Identify energy costs for operating the luminaires, maintenance cost for the system including spot lamp replacement, and group relamping costs. All costs should be based on 25 years. |
| F | Photometric Report (glare concerns only) | Provide photometric report for a typical luminaire used showing candela tabulations as defined by IESNA Publication LM-35-02. Photometric data shall be certified by laboratory with current National Voluntary Laboratory Accreditation Program or an independent testing facility with over 5 years experience. |
| G | Luminaire Aiming Summary | Document showing each luminaire's aiming angle and the poles on which the luminaires are mounted. Each aiming point shall identify the type of luminaire. |
| H | Structural Information | Pole structural calculations and foundation design showing foundation shape, depth backfill requirements, rebar and anchor bolts (if required). Pole base reaction forces shall be shown on the foundation drawing along with soil bearing pressures. Design must be stamped by a structural engineer in the state of California. |
| I | Control System | Manufacturer shall provide written definition and schematics for lighting contractor cabinet(s). |
| J | Electrical Distribution Plans | If proposed system required a modification to the electrical distribution plan, the manufacturer must include a revised electrical distribution plan including changes to service entrance, panels and wire sizing, signed by a licensed Electrical Engineer in the state of California. |
| K | Performance Guarantee | Provide performance guarantee including a written commitment to undertake all corrections required to meet the performance requirements noted in these specifications at no expense to the owner. Light levels must be guaranteed per specification for 25 years. |
| L | Warranty | Provide written warranty information including all terms and conditions. |

STADIUM FLOODLIGHTING
Section 16200
4472

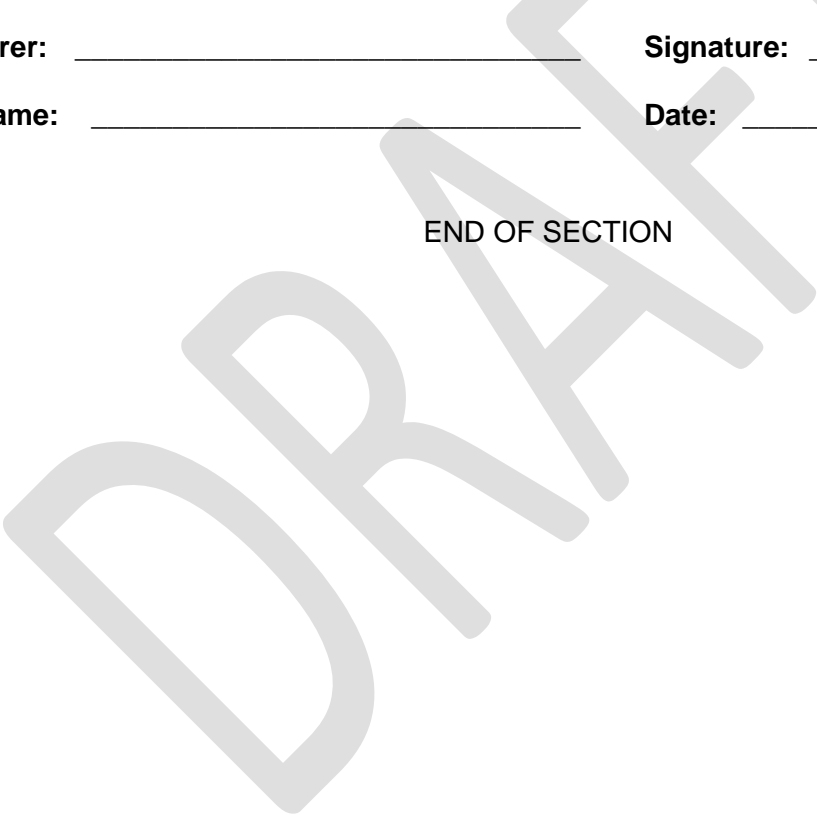
| | | |
|----------|---------------------|---|
| M | Project References | Manufacturer to provide a list of project references of similar projects completed within the past three years. |
| N | Product Information | Complete set of product brochures for all components, including a complete parts list, UL Listings, and Manufacturer's Certificate of Corrosion Protection. |
| O | Delivery | Manufacturer shall supply an expected delivery timeframe from receipt of approved submittals and complete order information. |
| P | Non-Compliance | Manufacturer shall list all items that do not comply with the specifications. If in full compliance, tab may be omitted. |

I understand that the information supplied herein shall be used for the purpose of complying with the specifications for the Moore Road Ballpark Lighting project. By signing below I agree that all requirements of the specifications have been met and that the manufacturer will be responsible for any future costs incurred to bring their equipment into compliance for all items not meeting specifications and not listed in the Non-Compliance section.

Manufacturer: _____ **Signature:** _____

Contact Name: _____ **Date:** ____/____/____

END OF SECTION



V. PROPOSAL

Moore Road Ballpark Lighting

TO THE PARADISE RECREATION AND PARK DISTRICT

The undersigned declares that he/she has carefully examined the location of the proposed work, that he/she has examined the contract plans and specifications, and read the accompanying General and Special Provisions, and hereby proposed to furnish all materials and do all the work required to complete the said work in accordance with said contract plans, if any, and specifications, and General and Special Provisions, for the unit prices or lump sum set forth in the following attached schedules.

The undersigned further agrees that he/she will execute the required contract and provide the necessary bonds within eight days of his/her receipt of notice that the contract is ready for signature. If the undersigned does execute the required contract and provide the necessary bonds within the required time period, the proceeds of the Bidder's guaranty accompanying his/her bid shall become the property of the PARADISE RECREATION AND PARK DISTRICT.

In case of discrepancy between the unit price and the total set forth for a unit basis item, the unit price shall prevail, except as provided in (a) or (b), as follows:

- (a) If the amount set forth as a unit price is unreadable or otherwise unclear, or is omitted, or is the same as the amount as the entry in the item total column, then the amount set forth in the item total column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price:
- (b) (Decimal Errors) If the product of the entered unit price and the estimated quantity is exactly off by a factor of ten, one hundred, etc., or one-tenth, or one-hundredth, etc. from the entered total, the discrepancy will be resolved by using the entered unit price or item total, whichever most closely approximately percentagewise the unit price or item total in PRPD'S Final Estimate of cost. If both the unit price and the item total are unreadable or otherwise unclear, or are omitted, the bid may be deemed irregular. Likewise if the item total for a lump sum item is unreadable or otherwise unclear, or is omitted, the bid may be deemed irregular unless the project being bid has only a single item and a clear, readable total bid provided.

Initial

Symbols such as commas and dollar signs will be ignored and have no mathematical significance in establishing any unit price or item total or lump sums. Written unit prices, item totals and lump sums will be interpreted according to the number of digits and, if applicable, decimal placement. Cents symbols also have no significance in establishing any unit price or item total since all such figures are assumed to be expressed in dollars and/or decimal fractions of a dollar. Bids on lump sum items shall be item totals only; if any unit price for a lump sum item is included in a bid and it differs from the item total, the items total shall prevail.

The foregoing provisions for the resolution of specific irregularities cannot be so comprehensive as to cover every omission, inconsistency, error or other irregularity which may occur in a bid. Any situation not specifically provided for will be determined in the discretion of PRPD, and such discretion will be exercised in the manner deemed by PRPD to best protect the public interest in the prompt and economical completion of the work. The decision of the PRPD respecting the amount of a bid, or the existence or treatment of an irregularity in a bid shall be final.

Town of Paradise Business License No. _____

Taxpayer Identification No. _____

Licensed in accordance with an act providing for the registration of contractors:

License No. _____

Signature of Bidder: _____

(Check appropriate box below. State individual name or (if a firm or co-partnership), state the firm name and give names of all individual co-partners composing the firm. If a corporation, state legal name of corporation, also names of president, secretary, treasurer, and manager thereof.)

Individual Corporation Co-partnership Other

Name

Date: _____, 2021

Business Address

(Zip Code)

Phone No. _____

Initial

Moore Road Ballpark Lighting

LIST OF SUBCONTRACTORS
FOR CONTRACTOR _____

| SUBCONTRACTORS NAME | ADDRESS & TELEPHONE # | RESPONSIBLE FOR CONTRACT ITEM # | DOLLAR SUBCONTRACT WORK | AMOUNT | OF |
|------------------------|--------------------------|------------------------------------|----------------------------|--------|----|
|------------------------|--------------------------|------------------------------------|----------------------------|--------|----|

CONTRACTOR'S PROPOSAL FORM - Moore Road Ballpark Lighting (One field)

| ITEM | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | TOTAL PRICE |
|------|-------------|----------|------|------------|-------------|
|------|-------------|----------|------|------------|-------------|

BASE BID – METAL POLES

| | | | | | |
|---|---------------------------------|---|----|--|--|
| 1 | CLEARING GRUBING AND DEMOLITION | 1 | LS | | |
| 2 | ELECTRICAL WORK | 1 | LS | | |
| 3 | STADIUM FLOODLIGHTING | 1 | LS | | |

TOTAL = _____

ADD ALTERNATE 1

| | | | | | |
|---|--|---|----|--|--|
| 4 | AREA LIGHTING PER SHEET E1.2 – (Additive) | 1 | LS | | |
|---|--|---|----|--|--|

TOTAL = _____

ADD ALTERNATE 2

| | | | | | |
|---|--|---|----|--|--|
| 5 | 25 YEAR MAINTENANCE WARRANTY FOR FLOODLIGHTING WITH METAL POLES – (Additive) | 1 | LS | | |
|---|--|---|----|--|--|

TOTAL = _____

Paradise Recreation and Park District staff will be responsible for installing the main switchboard and distribution center pad and for trenching and installing all underground conduits from the service pad to the points of utilization.

CONTRACTOR DATA SHEET

(Please type or print clearly in ink only)

*******TO BE COMPLETED BY BIDDER AND SUBMITTED WITH BID*******

QUALIFICATIONS OF BIDDER: The bidder shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of PRPD.

Indicate the length of time you have been in business as a company providing the type of service required for this contract.

_____years _____months

Provide a minimum of three (3) references that may substantiate past work performance and experience in the type of work required for this contract.

Name, Address, Phone Number, Scope of Services Performed and Contact Person.

1. _____

2. _____

3. _____

VI. CONTRACT

PARADISE RECREATION AND PARK DISTRICT CONTRACT – ENGINEERING PROJECT

PRPD / _____
CONTRACTOR

MOORE ROAD BALLPARK LIGHTING
(Project Title)

THIS CONTRACT is executed this ____ day of _____, 2021, between the PARADISE RECREATION AND PARK DISTRICT, hereinafter called “PRPD”, and _____, a(n) (individual), (partnership), (corporation), (enter as appropriate), hereinafter called “Contractor.”

ARTICLE I – WITNESSETH, that for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by PRPD, Contractor hereby agrees to, at its own proper cost and expense, do all the work and furnish all labor and materials necessary to complete in a good, workmanlike substantial manner, the public work indicated above and described in the documents listed below and made a part of this Contract by reference thereto, and the same as though set forth herein. Said documents are more fully described as follows:

1. NOTICE TO CONTRACTORS
2. GENERAL PROVISIONS
3. SPECIAL PROVISIONS
4. TECHNICAL SPECIFICATIONS
5. PROPOSAL dated _____
6. CONTRACT PLANS entitled Moore Road Ballpark Lighting Plans

Said public work is located at 6705 Moore Road, Town of Paradise, County of Butte, State of California.

A requirement shown in any of said documents is as binding as though occurring in all. They are intended to be coordinated and to describe and provide for a complete work. Should it appear that the work to be done or any of the matters relative thereto are not sufficiently explained in said documents or should any of said documents appear to be conflicting, the Contractor shall apply to the PRPD for such further explanation as may be necessary, and shall conform to them as part of the Contract. The decisions of the PRPD as to the true meaning of any of said documents shall be final.

The work shall be performed in accordance with the directions and specifications set forth in the above named documents and also in accordance with the following specifications entitled:

1. STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION, STANDARD SPECIFICATIONS, May 2006

Said specifications are hereby specifically referred to and by such reference made a part hereof.

ARTICLE II – Contractor agrees to receive and accept the prices set forth in Exhibit “A” (Contractors Proposal Form) attached hereto and by reference incorporated herein as full compensation for furnishing all labor and materials and doing all the work contemplated and embraced in this Contract; also for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties or obstruction which may arise or be encountered in prosecution of the work connected with the work; also for all expenses incurred or in consequence if the suspension or discontinuance of work, and for well and faithfully completing the work, and the whole thereof, in the manner and according to the plans and specifications and the requirements of the Engineering under them.

ARTICLE III – PRPD hereby promises and agrees with Contractor to employ, and does hereby employ, Contractor to provide the labor and materials and to do the public work according to the terms and conditions herein contained and referred to for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions in said GENERAL PROVISIONS, SPECIAL PROVISIONS, PROPOSAL, and SPECIFICATIONS as above set forth; and the said parties, for

themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenant herein contained.

ARTICLE IV – It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the bid or proposal of said Contract, then this instrument shall control, and nothing herein shall be considered as acceptance of the said terms of said proposal conflicting herewith.

IN WITNESS WHEREOF, the parties hereto have executed these presents in the day and year first above written.

CONTRACTOR

PARADISE RECREATION AND PARK DISTRICT

ADDRESS

BY: Daniel S Efseaff, District Manager

CITY / STATE / ZIP

DATE:

BY: _____
Signature

TITLE

DATE: _____

CONTRACTOR'S LICENSE NO.

ADDENDUM A

| | |
|--------------------|----------------------------|
| SHEET INDEX | |
| CVR-1 | COVER SHEET |
| EQ.1 | SYMBOLS, NOTES AND DETAILS |
| E1.0 | SITE PLAN - DEMOLITION |
| E1.1 | SITE PLAN - ELECTRICAL |
| E1.3 | DETAILS |

| | |
|----------------------|----------------------------|
| SCOPE OF WORK | |
| 1. | NEW BALLPARK FLOODLIGHTING |

| | |
|--|--|
| APPLICABLE CODES | |
| CONSTRUCTION SHALL COMPLY WITH THE FOLLOWING CODES AND STANDARDS. | |
| <p>NFPA 13, 2010 EDITION & NFPA 72, 2010 EDITION TITLE 19, CCR, PUBLIC SAFETY, STATE FIRE MARSHALL REGULATIONS TITLE 24, CCR, PART 1, 2010 CALIFORNIA BUILDING STANDARDS ADMINISTRATION CODE TITLE 24, CCR, PART 2, 2010 CALIFORNIA BUILDING CODE TITLE 24, CCR, PART 3, 2010 CALIFORNIA ELECTRIC CODE TITLE 24, CCR, PART 9, 2010 CALIFORNIA FIRE CODE</p> | |
| THE CONTRACTOR SHALL KEEP TITLE 24, CCR, PART 1, 2, 3, & 9 ON THE BUILDING SITE AT ALL TIMES. | |

| | |
|--|--|
| DESIGN TEAM | |
| ELECTRICAL ENGINEER: CHARLES A. MARTIN AND ASSOCIATES 2730 C ST. SACRAMENTO, CA 95816 | CONTACT: JEFF JOHANSON OFFICE: (916) 442-0416 FAX: (916) 442-1309 |

| | |
|--|---|
| OWNER | |
| Owner: Paradise Recreation and Park District 6626 Skyway, Paradise, CA 95969 | Contact: Dan Elseaiff, District Manager Office: 530-872-6393 |

| | |
|----------------------|--|
| GENERAL NOTES | |
| 1) | CHANGE ORDERS SHALL BE SIGNED BY THE ENGINEER, OWNER, AND AUTHORITY HAVING JURISDICTION (AHJ) |
| 2) | ADDENDA SHALL BE SIGNED BY THE ENGINEER AND APPROVED BY AHJ. |
| 3) | SUBSTITUTIONS SHALL BE CONSIDERED AS A CHANGE ORDER AND BE APPROVED BY AHJ BEFORE FABRICATION OR USE. |
| 4) | INSPECTOR SHALL BE EMPLOYED BY THE DISTRICT AND APPROVED BY THE ENGINEER AND AHJ. |
| 5) | THE INTENT OF THESE DRAWING AND SPECIFICATIONS IS THAT THE WORK OF THE ALTERATION, REHABILITATION, OR RECONSTRUCTION IS TO BE IN ACCORDANCE WITH TITLE 24, CALIFORNIA CODE OF REGULATIONS. SHOULD ANY EXISTING CONDITIONS SURPASS OR BE BELOW THE MINIMUM REQUIREMENTS OF TITLE 24, CALIFORNIA CODE OF REGULATIONS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING AND CORRECTING SUCH CONDITIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL NOT COMPLY WITH TITLE 24, CALIFORNIA CODE OF REGULATIONS, CHANGE ORDER, OR A SEPARATE SET OF PLANS AND SPECIFICATIONS, DETAILING AND SPECIFYING THE REQUIRED WORK SHALL BE SUBMITTED TO AND APPROVED BY AHJ BEFORE PROCEEDING WITH THE WORK. |

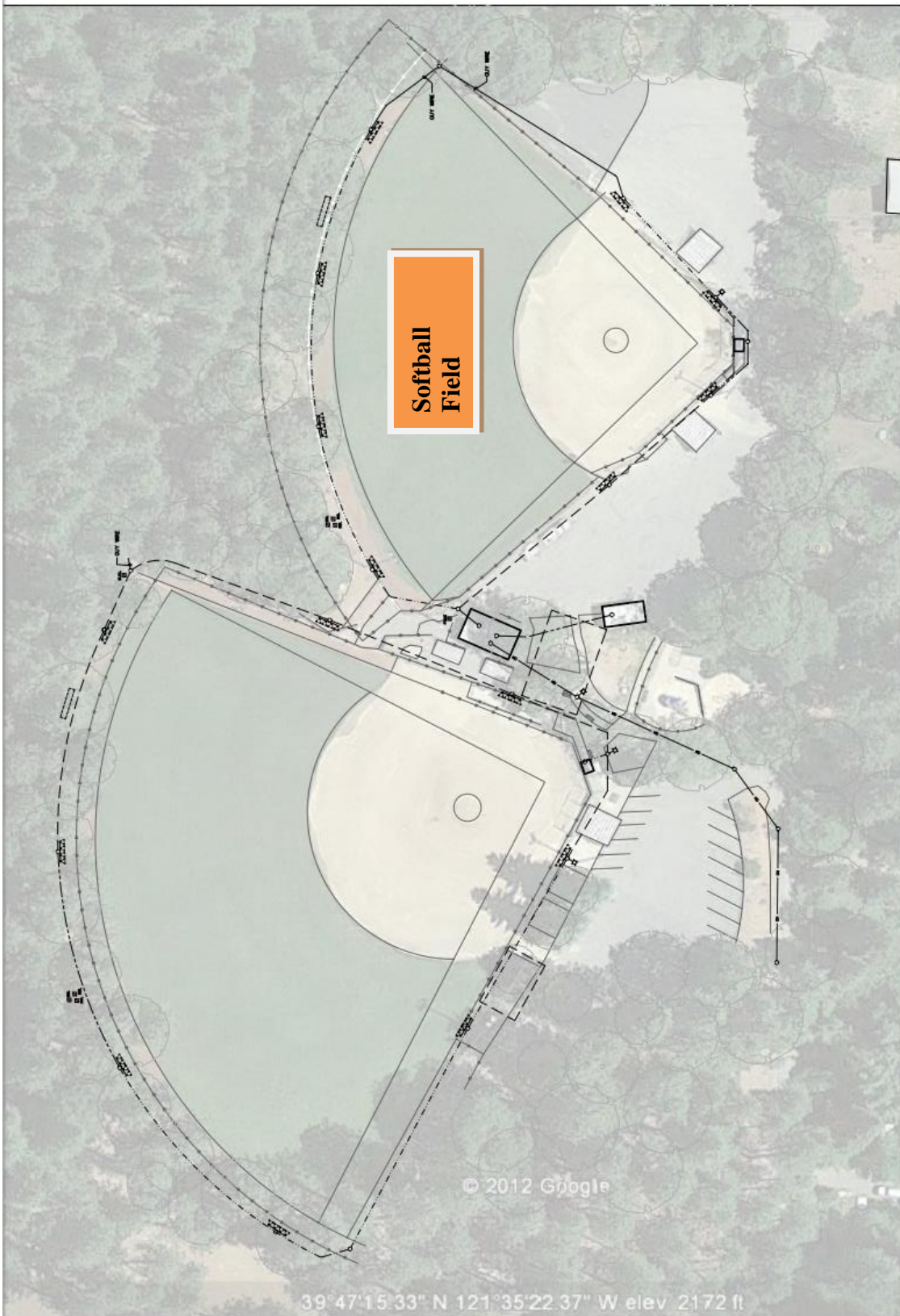
| | |
|---------------------------|--|
| DEFERRED APPROVALS | |
| NONE | |

N

PARADISE RECREATION AND PARK DISTRICT
MOORE ROAD BALLPARK LIGHTING



CHARLES A. MARTIN
AND ASSOCIATES
CONSULTING ELECTRICAL ENGINEERS
2730 C Street, Sacramento, CA 95816-3215, tel: 916-442-0416



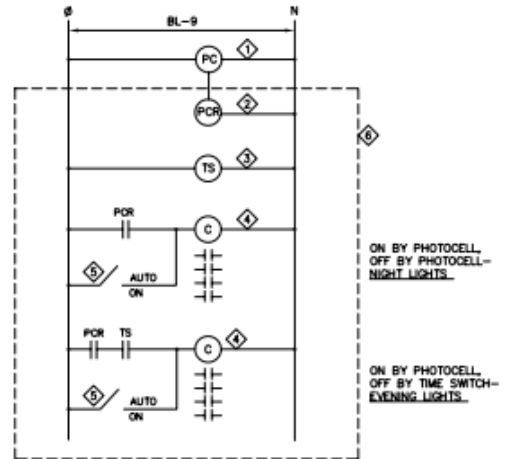
SITE PLAN - DEMOLITION
APPROXIMATE SCALE



SITE PLAN - ELECTRICAL

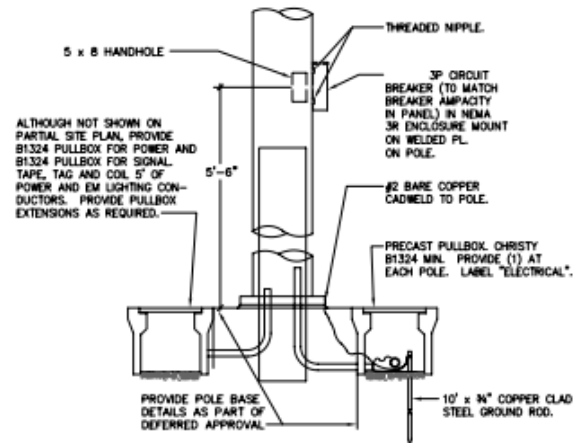
| PANEL | TYPE | MAINS | BUS | VOLTAGE | Ø | W | FLUSH | SPECIAL |
|--|------|-------|------|-----------|----|------|---------|----------------------|
| BL | * | BRKR | 800A | 208Y/120V | 3 | 4 | W= | * REFER TO ELEVATION |
| SERVING | | C.B. | F | POLES | F | C.B. | SERVING | |
| FIELD 1 SCORER'S BOX | | 20/1 | 1 | 1 | 2 | 20/1 | | SPARE |
| FIELD 2 SCORER'S BOX (LTS & RECEPTACLES) | | | 3 | 3 | 4 | | | |
| FIELD 2 SCORER'S BOX (SCOREBOARD) | | | 5 | 5 | 6 | | | |
| "OLCC" | | | 7 | 7 | 8 | | | |
| "CC-B" | | | 9 | 9 | 10 | | | |
| (E) CONCESSIONS PANEL | | 100/2 | 11 | 11 | 12 | | | |
| (E) CONCESSIONS PANEL | | 600/2 | 15 | 15 | 16 | | | |
| | | | 13 | 13 | 14 | | | |
| | | | 17 | 17 | 18 | | | |
| | | | 19 | 19 | 20 | | | |
| | | | 21 | 21 | 22 | | | |
| | | | 23 | 23 | 24 | | | |
| | | | 25 | 25 | 26 | | | |
| | | | 27 | 27 | 28 | | | |
| | | | 29 | 29 | 30 | | | |
| SPACE | | PFB | | | | | | |

| MAIN SWITCHBOARD "MS" | | | | | |
|---|---------|------|------------------|--------------|--------------|
| SERVICE: 480Y/277, 3ø, 4W BUSSING: 600 AMPS | | | | | |
| NO. | BREAKER | | NAMEPLATE | FEEDER | |
| | FRAME | TRIP | | CONDUCTORS | CONDUIT |
| ① | —/3 | 600A | MAIN | BY PG&E | (2) 5" C.O. |
| ② | —/3 | 45A | POLES A1 AND B1 | SEE ONE LINE | SEE ONE LINE |
| ③ | —/3 | 30A | POLES A3 AND B3 | | |
| ④ | —/3 | 40A | POLES C1 AND C2 | | |
| ⑤ | —/3 | 30A | POLES C3 AND C4 | | |
| ⑥ | —/3 | 45A | POLES A2 AND B2 | | |
| ⑦ | —/3 | 30A | POLES A4 AND B4 | | |
| ⑧ | —/3 | 350A | TRANSFORMER "TB" | | |
| ⑨ | —/2 | 30A | AREA LIGHTING | | |
| ⑩ | —/3 | PFB | SPACE | | |
| ⑪ | —/3 | PFB | SPACE | | |
| ⑫ | —/3 | PFB | SPACE | | |
| ⑬ | —/3 | PFB | SPACE | | |



- ① PHOTO CONTROL - TORK 2100. INSTALL ON TOP OF CABINET. PROVIDE PROTECTIVE GUARD.
- ② PHOTO CONTROL RELAY - ALLEN BRADLEY #700-H0 SERIES.
- ③ TIME SWITCH - TORK W300L WITH SPRING WOUND RESERVE POWER AND NEMA 1 ENCLOSURE. PROVIDE NAMEPLATE: "EVENING LIGHTS".
- ④ LIGHTING CONTACTOR - SQUARE D, CLASS 8903, ELECTRICALLY HELD, WITH POLES AS SHOWN.
- ⑤ BYPASS SWITCH - ALLEN BRADLEY #800H-HR2 SERIES, 2 POSITION, MAINTAINED CONTACTS, BLACK WITH LEGEND PLATE MARKED "AUTO" AND "ON". PROVIDE NAMEPLATES: "NIGHT LIGHTS" AND "EVENING LIGHTS". MOUNT SWITCH ON OLCC DOOR.
- ⑥ OUTSIDE LIGHTING CONTROL CABINET "OLCC", REFER TO ELEVATION. PROVIDE BARRIERS OVER ALL TERMINALS.

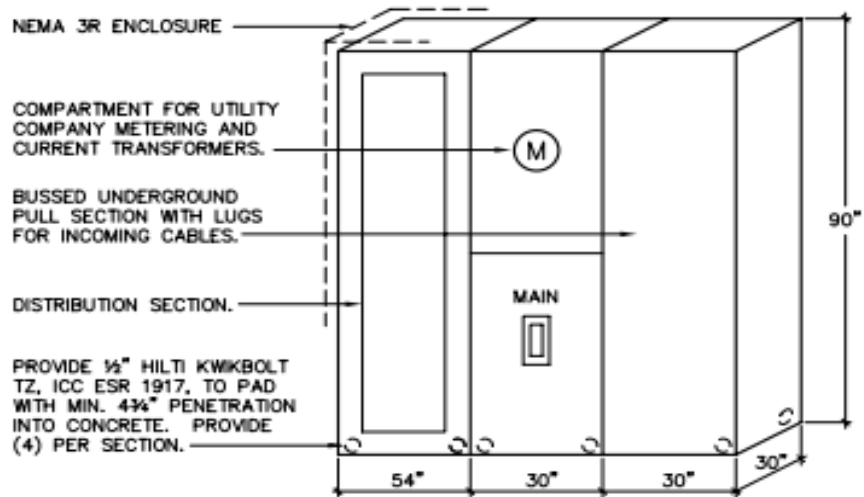
OUTSIDE LIGHTING CONTROL DIAGRAM



NOTE: INCLUDE PRECAST CONCRETE BASES AND FOUNDATIONS IN BID.

DETAIL - POLE BASE AT STADIUM FLOODLIGHT

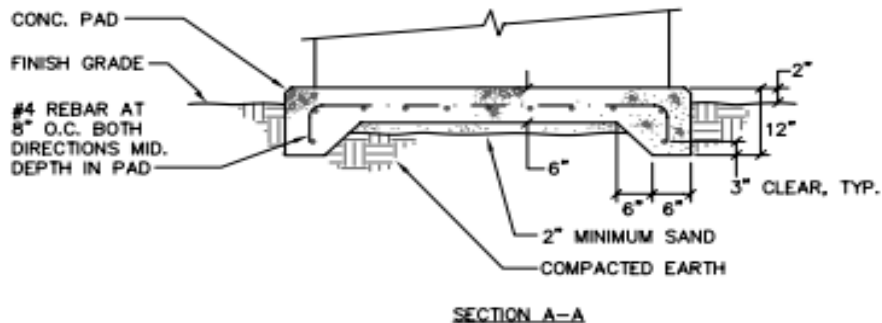
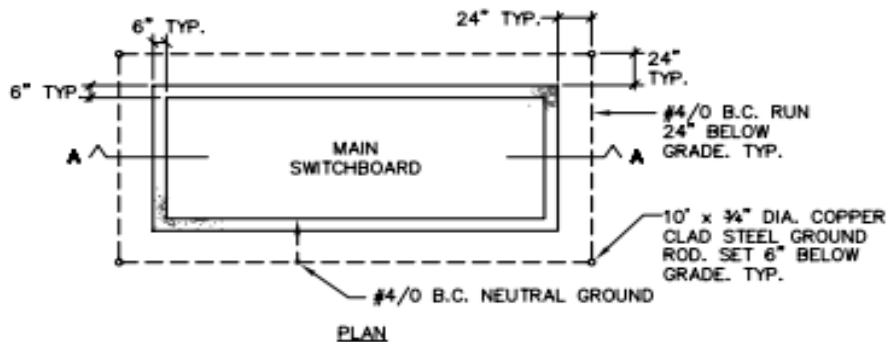
NO SCALE



- NOTES: 1. DIMENSIONS MAY VARY. CONTRACTOR SHALL USE ACTUAL DIMENSIONS OF EQUIPMENT BEING PROVIDED FOR LAYOUT AND CLEARANCES.
2. PROVIDE STAINLESS STEEL OR GALVANIZED ANCHORS.
3. 50% OF KWIKBOLT TZ ANCHORS MUST BE PULL TESTED TO 2,000 LBS.
4. CONTRACTOR SHALL PROVIDE SWITCHBOARD SECTIONS AS SHOWN. SUBMITTALS PROPOSING FEWER SECTIONS WILL BE RETURNED WITHOUT REVIEW.

ELEVATION - MAIN SWITCHBOARD 'MS'

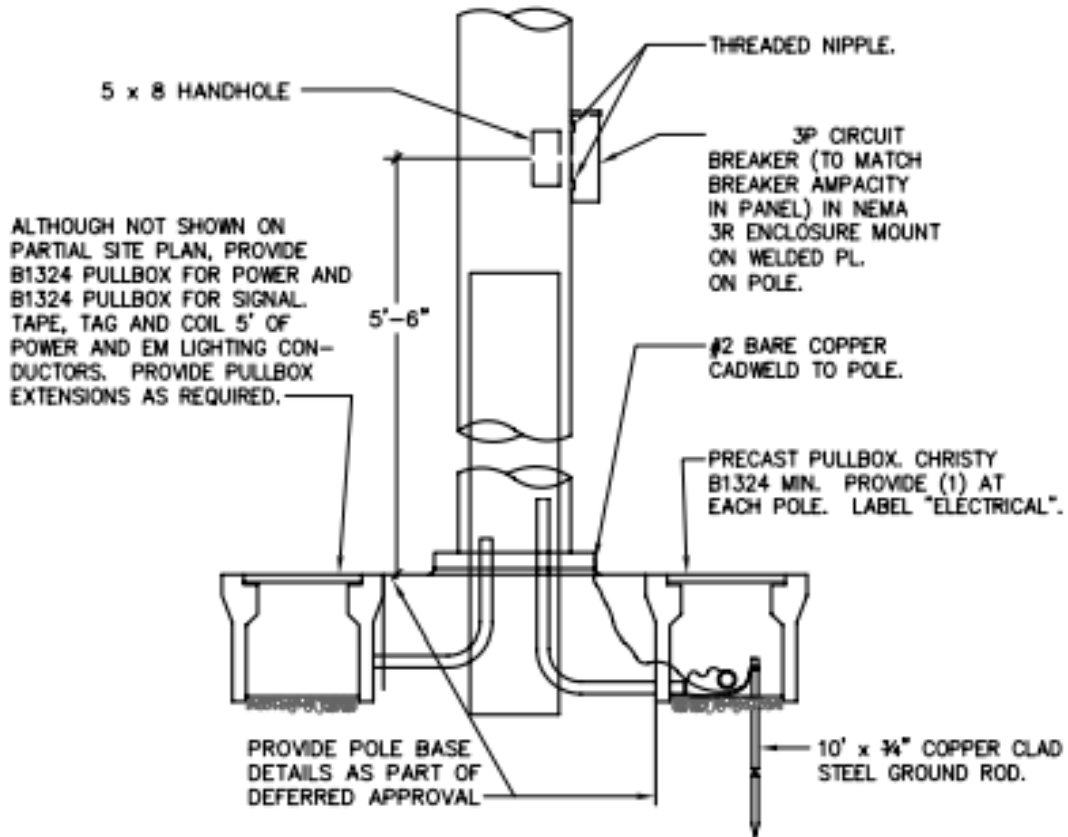
NO SCALE



DETAIL - MAIN SWITCHBOARD PAD

NO SCALE

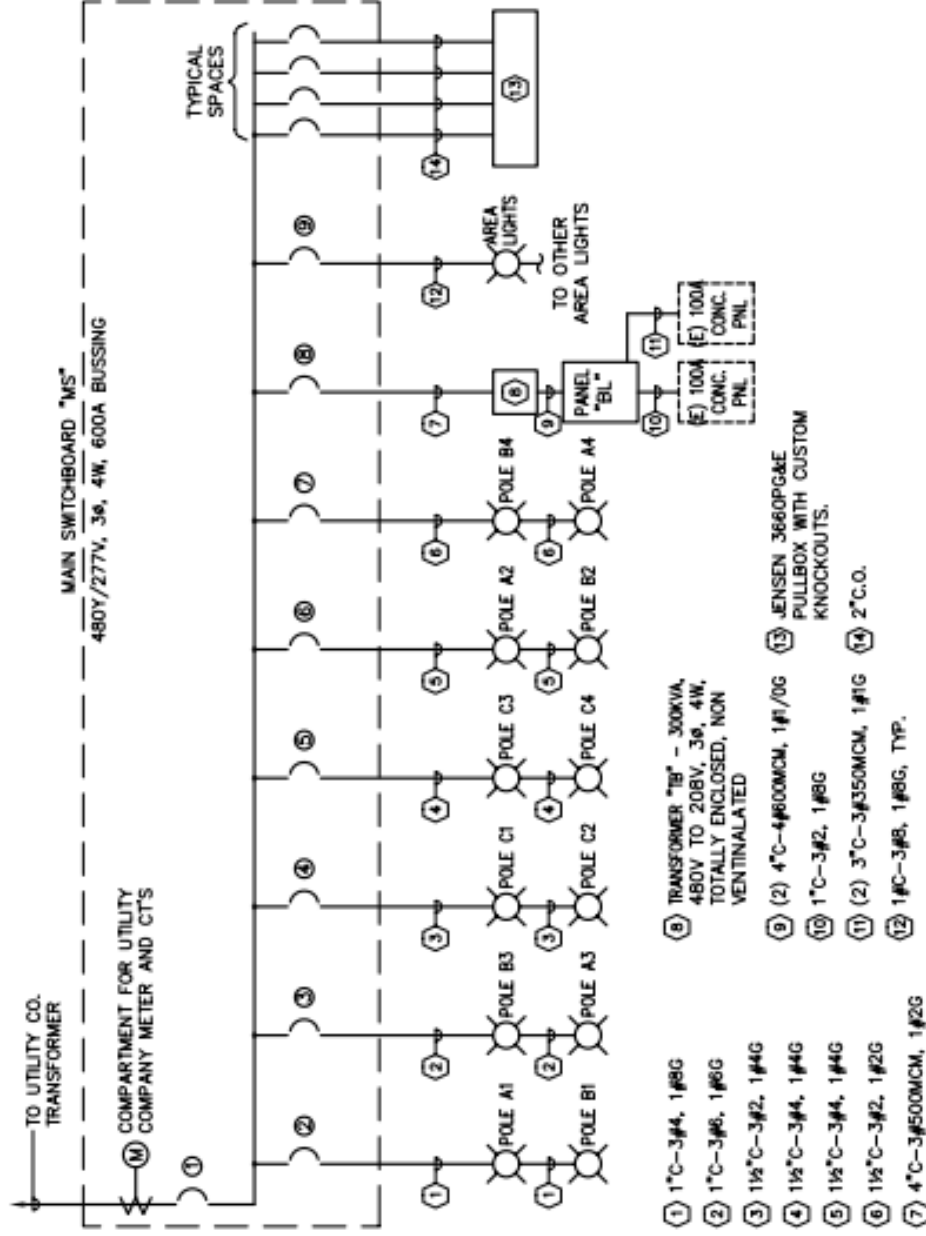
OUTSIDE LIGHTING CONTROL DIAGRAM



NOTE: INCLUDE PRECAST CONCRETE BASES AND FOUNDATIONS IN BID.

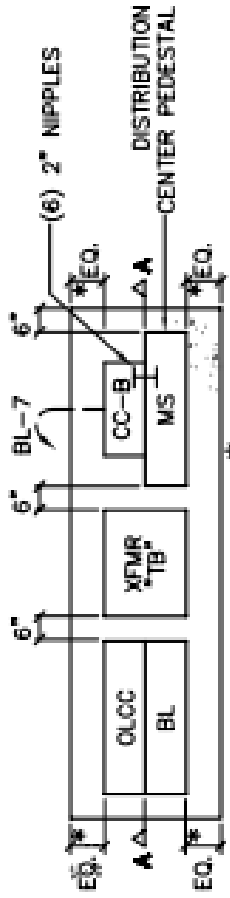
DETAIL - POLE BASE AT STADIUM FLOODLIGHT

NO SCALE



NOTES: 1. SOME FEEDERS ARE OVERSIZED FOR VOLTAGE DROP.
2. CONDUITS ARE ROUTED THROUGH PULLBOXES NOT SHOWN ON DIAGRAM. REFER TO SITE PLAN FOR PULLBOX LOCATIONS.

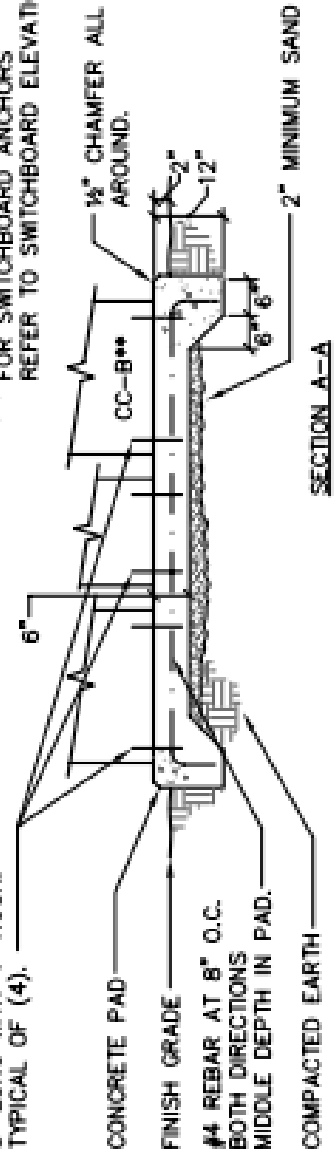
ONE LINE DIAGRAM - POWER DISTRIBUTION



PROVIDE GALVANIZED ANCHOR BOLTS, 3/8" DIA. x 8" LONG WITH 4" HOOK. TYPICAL OF (4).

* 6" MINIMUM. ELAN

** FOR SWITCHBOARD ANCHORS REFER TO SWITCHBOARD ELEVATION



NO SCALE

DETAIL - DISTRIBUTION CENTER PAD "DCB"

NO SCALE



DATE: 5/12/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Resolution #21-05-1-497 - Public Records Request Policy

1. REPORT IN BRIEF

Staff are working to improve District transparency to the public. A critical element of providing transparency is the adoption of a formal Public Records Request Policy and corresponding Public Records Request Form. The District is legally required to make certain records available for review to the public upon request. Adoption of a formal policy would better define the process, scope of request permissible, and costs associated with requests for reproduction of documents. Adoption of a Public Records Request Form would ensure that all public requests made by the public would adhere to District policy in the same format and can then be maintained for proper documentation according to existing District Documentation and Records Retention Policy.

Recommendation

Approve and adopt Resolution #21-05-1-497 as presented.

Attachments:

- A. Resolution #21-05-1-497 - Public Records Request Policy
- B. Public Records Request Form

Exhibits:

- A. Public Records Request Policy

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/9.4_Public.Records.Request.Policy.Staff.Report_21.0512.docx
5/3/2021



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

Resolution #21-05-1-497

RESOLUTION OF THE PARADISE RECREATION AND PARK DISTRICT BOARD OF DIRECTORS APPROVE AND ADOPT PUBLIC RECORDS POLICY

WHEREAS, the Board of Directors of the Paradise Recreation and Park District (herein “Board”) is a local non-enterprise special district formed and authorized to provide services within its jurisdiction, pursuant to State of California Public Resources Code, Division 5, Chapter 4, Article 1, commencing with Section 5780; and,

WHEREAS, Paradise Recreation and Park District (DISTRICT) is committed to providing transparency in public records in accordance with applicable federal and state laws, regulations and guidance; and,

WHEREAS, Section 6253 of the Government Code provides that every person has a right to inspect any public record except those specifically exempted by law, the DISTRICT is bound to adhere to all the public records requests in accordance with Section 6253; and,

NOW, THEREFORE BE IT RESOLVED, the Paradise Recreation and Park District Board of Directors approves and adopts the Public Records Policy (Exhibit A) to establish DISTRICT policy and guidelines concerning accessibility of DISTRICT records in compliance with Section 6253 requirements.

PASSED AND ADOPTED by the Board of Directors of the Paradise Recreation and Park District on the 12th day of May 2021, by the following vote:

AYES:

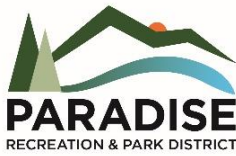
NOES:

ABSTAIN:

ABSENT:

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

PUBLIC RECORDS POLICY OF PARADISE RECREATION AND PARK DISTRICT

Purpose:

To establish District policy and guidelines concerning accessibility of District records.

Background:

Section 6253 of the Government Code provides that every person has a right to inspect any public record except those specifically exempted by law.

"Public record" is defined by law to include any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by the District regardless of physical form or characteristics.

A "writing" for purposes of public access may be a handwriting, typewriting, printing, photostating, photograph, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols or any combination thereof, regardless of the manner in which the record has been stored.

Policy:

Records of Paradise Recreation and Park District (District) are open to inspection at all times during normal office hours at District's headquarters located at 6626 Skyway, Paradise, California 95969. Every person has the right to inspect any District record except those records exempted by statute from public disclosure.

Procedure:

1. All requests to view or photocopy District records other than typical billing and account information shall be forwarded to the District's Administrative Assistant for processing.
2. When a member of the public requests the inspection of a public record, or requests a copy of a public record, and to the extent such records are not exempt, the Administrative Assistant shall, to the extent reasonable, assist the individual in identifying records that are responsive, describe the information

technology in which the record exists, and provide suggestions for overcoming any practical basis for denying access to the record.

3. To the extent identifiable public records exist in electronic format, and access to which is not otherwise restricted by law, and to the extent the information is not exempt from disclosure, the information shall be made available to the public in such format, but only if the production will not jeopardize or compromise the security or integrity of the original record or of any proprietary software in which it is maintained. The person requesting the information shall bear the cost of producing the record, including the cost to construct the record, and the cost of programming and computer service to produce the record when the District is requested to produce a copy of an electronic record that is produced only at otherwise regularly scheduled intervals or that request requires data compilation, extraction, or programming to produce.
4. District staff shall provide a "Public Records Review Request" to each individual who requests the inspection or photocopying of District records and shall assist the individual in completing the form if so requested.
5. Upon receipt of a completed Request, the District will, when appropriate:
 - (a) Indicate the place within which the inspection must be made and the time limitation, if any, for return of the documents.
 - (b) Supervise and assist the requestor in reviewing the records.
 - (c) Provide copies upon request and after payment of the appropriate fees.
6. The District may temporarily deny or restrict inspection of public records under the following circumstances:
 - (a) At the time of the request the records are required by District staff in performing their duties.
 - (b) Other persons are inspecting or are waiting to inspect the records.
 - (c) The records need to be retrieved from storage.
 - (d) At the time of the request supervision of inspection of the records is not possible because of the unavailability of appropriate District personnel.
 - (e) A question exists as to the possible exemption of the record from disclosure and the matter must be referred to legal counsel for determination.
7. Any notification of denial of any request for records shall set forth the name and title or position of the District personnel responsible for the denial.

Fees:

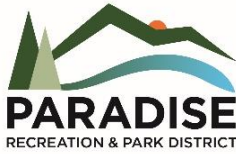
A request for a copy of an identifiable public record, for information produced from such a record, or for a certified copy of such a record, must be accompanied by payment of the appropriate fee as determined by District staff based on cost to the District. Any fee established may be modified from time to time by District staff to reflect actual chargeable costs, and any fee schedule developed shall be made available by the District's Administrative Assistant. where the State Legislature has established a statutory fee for any given record, the statutory fee shall be charged.

Records Not Open for Inspection:

The following records are not open for public inspection:

1. Preliminary drafts, notes or interagency or intraagency memoranda which are not retained by the District in the ordinary course of business, provided that the public interest in withholding those records clearly outweighs the public interest in disclosure.
2. Records pertaining to pending litigation to which the District is a party, or to claims made pursuant to Division 3.6 (commencing with Section 810) of Title 1 of the Government Code, until such litigation or claim has been finally adjudicated or otherwise settled.
3. Personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy.
4. Geological and geophysical data, plant production data, and similar information, relating to utility systems development, or market or crop reports, which are obtained in confidence from any person.
5. Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination.
6. The contents of real estate appraisals or engineering or feasibility estimates and evaluations made for or by the District relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or all of the contract agreement obtained.
7. Records the disclosure of which is exempted or prohibited pursuant to provisions of federal or state law, including, but not limited to, provisions of the Evidence Code relating to privilege.
8. Statements of personal worth or personal financial data required by the District acting in the capacity of a licensing agency and filed by an applicant with the District to establish his personal qualifications for the license, certificate, or permit he seeks.
9. Memoranda, correspondence, and writings submitted to the District or its Board of Directors by District's legal counsel pursuant to the attorney-client privilege.
10. The District is prohibited from allowing public access to "trade secrets." "Trade secrets" as used in this context may include, but is not limited to, any formula, plan, pattern, process, tool mechanism, compound, procedure, production data, or compilation of information which is not patented, which is known only to certain individuals within a commercial concern who are using it to fabricate, produce, or compound an article of trade or a service having commercial value and which gives its user an opportunity to obtain a business advantage over competitors who do not know or use it.
11. Records pertaining to a utility customer, except to an agent or authorized family member of the customer in question, governmental or law enforcement agencies when appropriate, or unless disclosure is specifically required by law.
12. Documents related to Vulnerability Assessment.
13. The District also possesses the discretion to claim an exemption in those instances where the public interest served by not making the record public clearly outweighs the public interest served by disclosure.

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/9.4a_Public.Records.Policy.Draft_21.0420.docx



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

REQUEST FOR PUBLIC RECORDS

In accordance with the District's Guidelines for Access to Public Records, Paradise Recreation and Park District (PRPD) staff will respond to public records requests from the public as soon as is practicable, given their other responsibilities. Staff will make every effort to accommodate your request in a timely manner, however no time frame can be guaranteed as to when records will be ready for inspection or copying.

The request must be focused and specific so that PRPD staff can clearly identify your needs. You will be notified within ten (10) business days of receipt of your request with an estimate of when your documents will be available. The direct cost for copies is 25 cents per page when you reproduce documents at time of inspection. Charges for copies must be paid before they leave the District Office. Scanning is not available for this purpose.

This form may be faxed, mailed or emailed to the District office.

Date of Request ___/___/___ Date Needed ___/___/___
Name _____ Organization (if applicable) _____

Mailing address _____

Phone (____) _____

Email _____

Description of information or records needed:

Minutes, agendas, and other documents are available on our website:
www.ParadisePRPD.com

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/9.4b_Public.Records.Request.Form_21.0512.docx



DATE: 5/12/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: Resolution #21-05-2-498 - Federal Funds Procurement Policy

1. REPORT IN BRIEF

Staff recently became aware that the District is required to have a Federal Funds Procurement Policy approved by the Board to qualify to receive Federal Grant Funds. The District does have a purchasing policy as part of the District Bylaws, but no Federal Funds Procurement policy. Federal Funds Procurement Policy purchasing mandates only apply when procuring items or services through Federal grant award. The District's Purchasing Policy will supersede the Federal Funds Procurement Policy if the District's policy is more stringent than the Federal policy.

Recommendation

Approve and adopt Resolution #21-05-2-498 as presented.

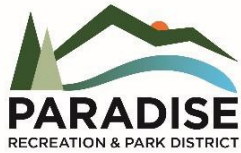
Attachments:

- A. Resolution #21-05-2-498 - Federal Funds Procurement Policy

Exhibits:

- A. Federal Funds Procurement Policy

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/9.5_Federal.Funds.Procurement.Policy.Staff.Report_21.0512.docx
5/3/2021



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

Resolution #21-05-2-498

RESOLUTION OF THE PARADISE RECREATION AND PARK DISTRICT BOARD OF DIRECTORS APPROVE AND ADOPT FEDERAL FUNDS PROCUREMENT POLICY

WHEREAS, the Board of Directors of the Paradise Recreation and Park District (herein “Board”) is a local non-enterprise special district formed and authorized to provide services within its jurisdiction, pursuant to State of California Public Resources Code, Division 5, Chapter 4, Article 1, commencing with Section 5780; and,

WHEREAS, Paradise Recreation and Park District (DISTRICT) is committed to securing goods and services using federal funds from reputable and responsible suppliers in an equitable and competitive manner and in accordance with applicable federal and state laws, regulations and guidance; and,

WHEREAS, 2 CFR Part 200.317 requires that grantees and subgrantees of Federal grant funds use their own procurement procedures which reflect applicable state and local laws and regulations if procurements conform to applicable federal law and other standards. In using federal funds for procurements, the DISTRICT is bound to adhere to all the procurement standards identified in 2 CFR Part 200.317;

NOW, THEREFORE BE IT RESOLVED, the Paradise Recreation and Park District Board of Directors approves and adopts the Federal Funds Procurement Policy (Exhibit A) to procure goods and services using federal grant funds in compliance with 2 CFR Part 200.317 requirements.

PASSED AND ADOPTED by the Board of Directors of the Paradise Recreation and Park District on the 12th day of May 2021, by the following vote:

AYES:

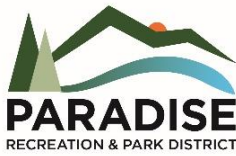
NOES:

ABSTAIN:

ABSENT:

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
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Website: www.ParadisePRPD.com

FEDERAL FUNDS PROCUREMENT POLICY

Policy Statement

Paradise Recreation and Park District (DISTRICT) is committed to securing goods and services using federal funds from reputable and responsible suppliers in an equitable and competitive manner and in accordance with applicable federal and state laws, regulations and guidance.

Purpose

2 CFR Part 200.317 requires that grantees and subgrantees use their own procurement procedures which reflect applicable state and local laws and regulations if procurements conform to applicable federal law and other standards. In using federal funds for procurements, the DISTRICT is bound to adhere to all the procurement standards identified in 2 CFR Part 200.317.

If the DISTRICT's procurement policies and procedures are more restrictive than state or federal laws and regulations, local policies must be followed. 2 CFR Part 200.318 includes but is not limited to the

- The DISTRICT will use its own procurement procedures which reflect applicable state and local laws and regulations, provided that the procurements conform to applicable Federal law and regulations
- The DISTRICT will have written selection procedures for procurement transactions
- Any lists of prequalified persons, firms or products to be used by the DISTRICT will be updated regularly and will ensure open and free competition
- Only responsible contractors that can successfully complete contract terms will be used
- If available and applicable, excess federal property and equipment will be used before purchasing new equipment
- The DISTRICT will ensure no real or apparent conflicts of interest arise during procurement activities and will adhere to the DISTRICT's Code of Ethics.
- All transactions will be conducted in a manner providing full and open competition (See 34 CFR 80.36(c) for examples of restrictive procurement situations).
- Unnecessary or duplicative purchases will be avoided. • The DISTRICT will perform a cost or price analysis in connection with every procurement action including contract modifications.
- Detailed records to substantiate procurement decisions, rationale and history will be maintained

- The DISTRICT will handle and resolve any contract or procurement disputes.
- The DISTRICT will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.
- The DISTRICT will make available, upon request of the awarding agency, technical specifications on proposed procurements where the awarding agency believes such review is needed to ensure that the item and/or service specified is the one being proposed for purchase.
- Any applicable bonding requirements will be followed.
- The DISTRICT's contracts will contain provisions of paragraph 2 CFR 200.326.

Policy Requirements

Purchasing procedures using federal and non-federal funds will conform to applicable state, local and federal law and any regulations identified in 2 CFR. Procurements may be awarded through noncompetitive means under certain circumstances such as if the goods/services are only available from a single source, public exigency or emergency necessitates noncompetitive procurement, the awarding agency or pass-through entity expressly authorizes it in response to a written request, or if competition is deemed inadequate. See 2 CFR Part 200.320 for additional guidance on when noncompetitive procurement may be used. Federal regulations (See 2 CFR Part 200.320) stipulate that procurements under \$250,000 may be conducted via less formal competitive procedures such as price or rate quotations. Documentation of procurement processes should be maintained according to the DISTRICT'S Documentation and Record Retention Policy.

https://paradisepprd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/9.5_ExhibitA_Federal.Funds.Procurement.Policy_21.0512.docx



DATE: 5/12/2021
TO: Board of Directors
FROM: Kristi Sweeney, Assistant District Manager
SUBJECT: CEQA Study for Noble Park

Summary

Staff seek Board approval of the Noble Park CEQA study and authorize District Manager to sign on the Mitigated Negative Declaration finding on behalf of the District.

Recommendation:

Approve the Noble Park initial CEQA study and authorize the District Manager to sign the Mitigated Negative Declaration on behalf of the District.

Report in Brief

The Noble Park design plan has been updated as of March 2021 through a public input process. The design plan was updated in part to submit a State Parks Program (SPP) grant proposal. As part of the SPP process the District must also complete a CEQA study to demonstrate that the proposed park development project would not be halted due to unforeseen environmental concerns. Fortunately, the CEQA costs are paid for through the Sierra Nevada Conservancy grant (for land management plan development) and the Butte Strong Fund Design and Planning grant.

Of the 19 categories assessed in the study, only one category titled "Hazards and Hazardous Materials" identified a "Potentially Significant Impact". The risk identified was due to Cal-Fire identification of the Noble Park parcels as being within an area containing wildfire threats. Unfortunately, wildfire risk is a persistent risk across most foothill communities in California. Given the District's plan to utilize Parks' vegetation management to mitigate against wildfire risk, the potential hazard may be reduced with the development of this new park.

Several additional subcategories were identified as "Less than significant with mitigation incorporated". The Districts' construction and land management plans and processes will mitigate these potential risks. Zoning was identified to have no impact on the project.

Attachments:

- A. Initial CEQA Study/Proposed Mitigated Negative Declaration

https://paradisepd.sharepoint.com/sites/BODMeeting/Shared Documents/_BOD/2021/21.0512/9.7_Noble.CEQA.Staff.Report_21.0512.docx
5/3/2021

INITIAL STUDY / PROPOSED MITIGATED NEGATIVE DECLARATION

Site Information:

Noble Park Project
SE of Pentz Road and Merrill Road
Paradise, CA 95969
APNs: 050-230-060, 050-230-082 and 050-230-088

Prepared for:

Paradise Recreation and Parks District
Attn: Dan Efseaff, District Manager
6626 Skyway
Paradise, CA 95969

Prepared by:

Chico Environmental Science & Planning
333 Main Street, Suite 260
Chico, CA 95928
(530) 899-2900

Prepared: April 6, 2021



PROJECT INFORMATION

1. **Project Title:**
Noble Park Project
2. **Lead agency name and address:**
Paradise Recreation and Parks District
6626 Skyway
Paradise, CA 95969
3. **Contact person and phone number:**
Dan Efseaff, District Manager
Paradise Recreation and Parks District
(530) 872-6393
4. **Project location:**
The proposed Noble Park Project would be located directly southeast of the Pentz Road/Merrill Road intersection in Paradise, Butte County, California. The Project Area consists of approximately 20.5 acres and is located on three parcels designated by Assessor's Parcel Numbers (APNs): 050-230-060, 050-230-082 and 050-230-088. The site is situated south of Merrill Road and between Pentz Road and Shay Lane northwest Paradise. Merrill Road to the north and Pentz Road to the west are the only roads that border the proposed park. To the south is a mobile home park that was burned in the 2018 Camp Fire. Historically the parcels on the west side of the site (APNs 050-230-060 and 050-230-082) were Noble Orchards, established in 1921. This portion of the site has been undeveloped for about a decade due to Noble Orchards moving locations. There were also two structures on the southeast portion of the site (APN 050-230-082), which have subsequently burned in the Camp Fire and received a Property Clean-Up Completed status by Butte County on September 3, 2019. Currently the entire site is undeveloped.
5. **Project sponsor's name and address:**
Paradise Recreation and Parks District
6626 Skyway
Paradise, CA 95969
6. **General plan designation:** Rural Residential (RR)
7. **Zoning:** Rural Residential 1 (RR1)
8. **Description of project:**
The proposed project includes the new construction of a public park in Paradise, California which would involve the construction of an adventure play and inclusive play area, a parking lot, a multi-purpose community center, and an obstacle course. It would also include the construction of a shade structure, an elevated wood platform near the wet meadow, a multi-purpose event plaza, a foot bridge over the creek, and an adventure play area, which would consist of a zip line, a climbing

boulder and a ropes course. The proposed park project also would include the construction of an overlook with a shade structure, a picnic/outdoor classroom structure, a multi-use court, a multi-use grass play area, and a picnic area. The trails that would be part of the construction of the proposed project include two trails made with crushed basalt and an accessible concrete loop trail. There would also be a concrete sidewalk constructed that would include road improvement funding. There is an existing wet meadow and creek on site, and there would be a landscape restoration area implemented as part of the project, as well as a nature corridor and buffer that would involve the construction of a small water feature. The project would also include putting a symbolic Noble Orchard on the land.

9. Surrounding land uses and setting:

The proposed project would be located southeast of the Pentz Road/Merrill Road intersection in Paradise, California. Directly adjacent to the site there are single-family residences located north and west of the property. To the east there are more single-family residences along with a small open field directly west of the wet meadow. To the south of the site there is a mobile home park that also was burned in the fire.

10. Other public agencies whose approval is required:

Not Applicable

11. Previous CEQA Documentation for site/surrounding area:

Not Applicable

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|--|---|--|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture Resources | <input type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input checked="" type="checkbox"/> Cultural Resources | <input type="checkbox"/> Geology /Soils |
| <input type="checkbox"/> Hazards & Hazardous Materials | <input checked="" type="checkbox"/> Hydrology / Water Quality | <input type="checkbox"/> Land Use / Planning |
| <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise | <input type="checkbox"/> Population / Housing |
| <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation | <input type="checkbox"/> Transportation/Traffic |
| <input type="checkbox"/> Utilities / Service Systems | <input type="checkbox"/> Wildfire | <input checked="" type="checkbox"/> Mandatory Findings of Significance |

DETERMINATION

(To be completed by the Lead Agency) On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature

Date

Dan Efseaff
Printed Name

Paradise Recreation and Parks District
For

EVALUATION OF ENVIRONMENTAL IMPACTS

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from Section XVII, "Earlier Analyses," may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering program, EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures, which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference

to the page or pages where the statement is substantiated.

- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) The significance criteria or threshold, if any, used to evaluate each question; and
 - b) The mitigation measure identified, if any, to reduce the impact to less than significance.

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APPENDICES

APPENDIX A: SITE FIGURES

APPENDIX B: SITE PHOTOGRAPHS

1.0 AESTHETICS

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|-------------------------------------|-------------------------------------|
| Would the project: | | | | |
| a) Have a substantial adverse effect on a scenic vista? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Substantially degrade the existing visual character or quality of the site and its surroundings? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| d) Create a new source of substantial light or glare, which would adversely affect day or nighttime views in the area? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Environmental Setting:

The proposed project includes replacing an abandoned orchard that was burned in the 2018 Camp Fire with a landscaped park. The two other parcels that are part of the proposed park project are currently vacant. The new park will include new oak, sycamore, orchard trees, and new and existing willows lining an existing stream, with a multi-use field and multiple recreational areas (**Appendix A**). Scenic vistas are limited to subtle, long-distance views of the northwestern terminus of the Sierra Nevada from some part of the proposed project site. This view became present after the Camp Fire. There are no scenic highways in the vicinity of the project area. Lighting will be provided using 16 foot solar-powered light poles. Security lighting and bollard lighting will be provided in and around the park. The wetlands/trails/passive areas of the park will have minimal lighting, while the barn structure and parking lot will have security lighting. The visual character of the project area will be improved.

Site photographs demonstrating the project area and current site conditions can be found in **Appendix B**.

Discussion of Impacts to Aesthetics:

- a) - c): The project includes removal of burnt trees which will be replaced with a recreational park, including a multi-use grass area surrounded by oak, sycamore, willow and orchard trees. A concrete path will lead to a crushed basalt path to a foot bridge/deck, which will provide an overlook to the preserved wetland in the eastern portion of the site. There are no identified scenic roadways or vistas in the vicinity of the proposed project and scenic views will not be impacted by the project. The exiting schenary will be improved. Therefore, there is **no impact**.
- d) The project would require the installation of additional light sources. The new light sources will direct light downward to minimize impact. Directing light down and locating lights near the ground will limit the amount of light escaping into the atmosphere. Therefore, there is a **less than significant impact** from light and glare as a result of the project.

2.0 AGRICULTURAL RESOURCES

| Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--------------------------------------|--|------------------------------------|--------------|
|--------------------------------------|--|------------------------------------|--------------|

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland.

Would the project:

- | | | | | |
|--|--------------------------|--------------------------|--------------------------|-------------------------------------|
| a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Conflict with existing zoning for agricultural use, or a Williamson Act contract? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

The site is zoned as Rural Residential (RR1) and the current site land use is classified as Rural Residential (RR) according to the most recently published General Plan (Town of Paradise, 1994). The three parcels for the proposed park project are not in a Williamson Act contract. According to the Farmland Mapping and Monitoring Program of the California Department of Conservation (CDOC), the site is classified as Grazing Land.

Discussion of Impacts to Agricultural Resources:

a) According to the Farmland Mapping and Monitoring Program of the California Department of Conservation (CDOC), the site is classified as Grazing Land. It does not qualify as Prime Farmland, Unique Farmland or Farmland of Statewide Importance and therefore has **no impact**.

b) The site is currently zoned as Rural Residential RR1 (Town of Paradise, 1994) and is not included in a Williamson Act contract (Butte County, 2015). Therefore there is **no impact**.

c) An orchard was grown on parcel 050-230-060-000 prior to the 2018 Camp Fire. This parcel is classified as 'Grazing Land' by California Department of Conservation. It does not qualify as Prime Farmland, Unique Farmland or Farmland of Statewide Importance (Farmland) and therefore has **no impact**.

3.0 AIR QUALITY

| Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--------------------------------------|---|------------------------------------|--------------|
|--------------------------------------|---|------------------------------------|--------------|

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations.

Would the project:

- | | | | | |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|
| a) Conflict with or obstruct implementation of the applicable air quality plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions, which exceed quantitative thresholds for ozone precursors)? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) Expose sensitive receptors to substantial pollutant concentrations? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| e) Create objectionable odors affecting a substantial number of people? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Environmental Setting:

Since 1970, air quality has been regulated at the federal level under the Clean Air Act (CAA). This act authorized the US Environmental Protection Agency (EPA) to set National Ambient Air Quality Standards for air pollutants of nationwide concern. The EPA has established standards for six criteria air pollutants: ozone, carbon monoxide, nitrogen dioxide, sulfur dioxide, suspended particulate matter (PM₁₀), and lead.

The proposed project site lies within the Northern Sacramento Valley Air Basin (NSVAB), which extends from Sacramento and Solano Counties in the south to Shasta County in the north. This air basin is generally situated in the northern portion of the Central Valley and is bounded on the west by the Coastal Range, on the north and east by the Cascade-Sierra Nevada and the Siskiyou foothills and mountains. The southern border is bounded by the San Joaquin Valley Air Basin. The floor of the basin gradually slopes upward from the south to the north. The Northern Sacramento Valley Air Basin is a natural closed basin. To the south and southwest there are two air basins which generate high amounts of ozone and its precursors: the Broader Sacramento Area Air Basin (BSAAB) and the San Francisco Bay Area Basin (SFBAB).

Pollutants from these two basins, BSAAB and SFBAB, are of concern to the NSVAB, since they are carried by wind up to the NSVAB. The "bowl" type terrain of the NSVAB acts as a trap for these pollutants, as well as those generated within the NSVAB.

The two primary agencies responsible for monitoring air quality within the NSVAB within Butte County are the California Air Resources Board (CARB) and the Butte County Air Quality Control District.

Butte County has been designated as a non-attainment area for ozone, PM₁₀ and PM_{2.5}, according to California state standards (CARB 2019). For a County to be classified as non-attainment for ozone air quality goals, the annual fourth-highest daily maximum 8-hour concentration averaged over a three-year period cannot exceed 0.070 ppm. For primary PM_{2.5} air quality goals, the annual mean averaged over a three-year period cannot exceed 12.0 micrograms per meters cubed (μ/m^3). For primary PM₁₀ air quality goals, 150 μ/m^3 cannot be exceeded more than once per year when averaging over a three-year period.

Ozone is considered more of a seasonal problem in the Northern Sacramento Valley Air Basin, with peak concern normally occurring April through October. Ozone production is the result of a chemical reaction that occurs between nitrogen oxides, reactive organic gases, and sunlight. Nitrogen oxides are emitted into the air as a result of fuel combustion at high temperatures (gasoline burning in automobile engines). Reactive organic gases are the result of fuel combustion and through the evaporation of organic solvents. Once these are present in the atmosphere, a photochemical reaction occurs, and ozone is formed.

Suspended particulate matter with particulates of 2.5 microns or less is more commonly known as PM_{2.5}. The primary components of these particulates are organic chemicals, dust, soot and metals. These are released into the air as a result of the fuel combustion of oil, diesel or wood products.

Suspended particulate matter with particulates of 10 microns or less is more commonly known as PM₁₀. The primary components of these particulates are dust, nitrates, and sulfates and diesel exhaust. These are released into the air as a result of fuel combustion, dust from construction sites, agriculture and landfills, as well as brush/waste burning and wildfires, among other sources.

Discussion of Impacts to Air Quality:

a) - c), e) Construction work for the proposed project includes some ground disturbance, however it is possible that construction activities may stir up dust and dirt and generate vehicle emissions for a short amount of time. Any activities resulting in release of dust or dirt into the air would be minimal and temporary in nature, resulting in **a less than significant impact**.

d) Potential pollutants generated from the project include minor levels of fugitive dust and exhaust emissions. Minimal use of mechanized equipment would generate little exhaust and Best Management Practices for dust control would limit the amount of dust generated, resulting in **a less than significant impact**.

4.0 BIOLOGICAL RESOURCES

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|-------------------------------------|-------------------------------------|
| Would the project: | | | | |
| a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or US Fish and Wildlife Service? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

The proposed project is located on three different parcels, two of which are currently not developed, and the third parcel contains an abandoned orchard, surrounded by developed rural residential area. Construction activities will impact areas that are largely permeable. A majority of the site will remain permeable and landscaped. Native trees, a wet meadow and riparian habitat occur on the project site or project vicinity. No vernal pools are present. The 2018 Camp Fire burned most vegetation onsite.

Special Status Species

The California Department of Fish and Wildlife (CDFW) maintains the California Natural Diversity Data Base (CNDDDB), which lists positive sightings of special status plant and animal species. The database is modeled after the United States Geological Survey 1:24,000 topographic quadrangles. The project site is covered in the Paradise East quadrangle. A search of the CNDDDB indicates the potential presence of the following species within the Paradise East quadrangle, as presented in **Table 1**. **Table 1** also lists if the species is considered threatened

or endangered on the state and federal levels, a CDFW listing, and the California Native Plant Society (CNPS) rare plant rank.

TABLE 1: CNDDDB Results for Paradise East Quadrangle

| Scientific Name | Common Name | Federal Status | State Status | CDFW Status | CA Rare Plant Rank |
|--|--------------------------------------|----------------|--------------|-------------|--------------------|
| <i>Rana boylei</i> | Foothill Yellow Legged Frog | None | Endangered | SSC | - |
| <i>Rana muscosa</i> | Southern Mountain Yellow Legged Frog | Endangered | Endangered | WL | - |
| <i>Haliaeetus leucocephalus</i> | Bald Eagle | Delisted | Endangered | FP | - |
| <i>Strix occidentalis occidentalis</i> | California Spotted Owl | None | None | SSC | - |
| <i>Pekania pennanti</i> | Fisher | None | None | SSC | - |
| <i>Lasionycteris noctivagans</i> | Silver Haired Bat | None | None | - | - |
| <i>Emys marmorata</i> | Western Pond Turtle | None | None | SSC | - |
| <i>Allium jepsonii</i> | Jepson's Onion | None | None | - | 1B.2 |
| <i>Allium sanbornii</i> var. <i>sanbornii</i> | Sanborn's Onion | None | None | - | 4.2 |
| <i>Calycadenia oppositifolia</i> | Butte County Calycadenia | None | None | - | 4.2 |
| <i>Erigeron petrophilus</i> var. <i>sierrensis</i> | Northern Sierra Daisy | None | None | - | 4.3 |
| <i>Packera eurycephala</i> var. <i>lewisrosei</i> | Lewis Rose's Ragwort | None | None | - | 1B.2 |
| <i>Cardamine pachystigma</i> var. <i>dissectifolia</i> | Dissected-Leaved Toothwort | None | None | - | 1B.2 |
| <i>Calystegia atriplicifolia</i> ssp. <i>buttensis</i> | Butte County Morning-Glory | None | None | - | 4.2 |
| <i>Hesperocyparis bakeri</i> | Baker Cypress | None | None | - | 4.2 |
| <i>Carex xerophila</i> | Chaparral Sedge | None | None | - | 1B.2 |
| <i>Arctostaphylos mewukka</i> ssp. <i>truei</i> | True's Manzanita | None | None | - | 4.2 |
| <i>Fritillaria eastwoodiae</i> | Butte County Fritillary | None | None | - | 3.2 |
| <i>Lilium humboldtii</i> ssp. <i>humboldtii</i> | Humboldt Lily | None | None | - | 4.2 |
| <i>Claytonia parviflora</i> ssp. <i>grandiflora</i> | Streambank Spring Beauty | None | None | - | 4.2 |
| <i>Clarkia gracilis</i> ssp. <i>albicaulis</i> | White Stemmed Clarkia | None | None | - | 1B.2 |
| <i>Clarkia mildrediae</i> ssp. <i>lutescens</i> | Golden Anthered Clarkia | None | None | - | 4.2 |
| <i>Clarkia mildrediae</i> ssp. <i>mildrediae</i> | Mildred's Clarkia | None | None | - | 1B.3 |

| | | | | | |
|---|-----------------------------|------|------|---|------|
| Cypripedium fasciculatum | Clustered Lady's Slipper | None | None | - | 4.2 |
| Erythranthe glaucescens | Shield Bracted Monkeyflower | None | None | - | 4.3 |
| Penstemon personatus | Closed Throated Beardtongue | None | None | - | 1B.2 |
| Leptosiphon ambiguus | Serpentine Leptosiphon | None | None | - | 4.2 |
| Eriogonum umbellatum var. ahartii | Ahart's Buckwheat | None | None | - | 1B.2 |
| Polygonum bidwelliae | Bidwell's Knotweed | None | None | - | 4.3 |
| Frangula purshiana ssp. ultramafica | Caribou Coffeeberry | None | None | - | 1B.2 |
| Brodiaea sierrae | Sierra Foothills Brodiaea | None | None | - | 4.3 |
| CNDDDB = California Native Diversity Database CDFW = California Dept. of Fish and Wildlife CNPS = California Native Plant Society | | | | | |

Discussion of Impacts to Biological Resources:

a), b), d) Proposed construction activities do include the removal of some remaining native trees that were severely burned in the 2018 Camp Fire. There is suitable wildlife habitat (including riparian habitat and wetland habitat) within the project site. The project is not in conflict with any established conservation or preservation policies or plans. The project site currently does contain habitat supporting some of the aforementioned species. Therefore, there is **less than significant impact** in regards to existing biological plans or policies.

c) The site contains approximately 1.9 acres of a Freshwater Forested/Shrub Wetland habitat classified as PSSC and approximately 130 feet of an intermittent stream that includes Riverine habitat classified as R4SBC (USFWS, 2021). The intermittent stream currently flows through the property in a culvert, then flows south for approximately 2 miles before veering east and draining into the West Branch Feather River. The proposed wetland viewing platform will protect the wetland by providing a buffer from pedestrian traffic. The trails and overlooks will be on non-hydric upland soils only. Therefore, there will be **a less than significant impact**.

e,f) Butte County does not have a voluntary tree retention/replacement policy or general preservation policies, resulting in **less than significant impact**.

5.0 CULTURAL RESOURCES

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|------------------------------|-------------------------------------|
| Would the project: | | | | |
| a) Cause a substantial adverse change in the significance of a historical resource as defined in Section 15064.5? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Cause a substantial adverse change in the significance of a unique archaeological resource pursuant to Section 15064.5? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d) Disturb any human remains, including those interred outside of formal cemeteries? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Environmental Setting:

The western parcel was formerly used for an apple orchard in a rural residential neighborhood. A 2,398 square foot home and detached structure were constructed on the eastern parcel in 1921 and were burned in the 2018 Camp Fire. All parcels are currently undeveloped. Project activities do include large ground disturbing activities and trenching will occur for the installation of utilities within the project site.

Discussion of Impacts to Cultural Resources:

a) – b) The proposed project will not cause any change in significance to known historical or archeological resources in the project vicinity. There are no known historical or archeological resources within the project area, resulting in **no impact**.

c) and d) While project activities do involve large scale grading or ground disturbing activities, trenching for utilities has the potential to expose or disturb buried (unknown) archeological artifacts or human remains, which could have a **potentially significant impact**. This is considered a **less than significant with mitigation incorporated** if the following mitigation is adhered to:

Mitigation Measure #1: In the event that project/construction personnel encounter previously undiscovered prehistoric or historic archaeological deposits or human bone in an area subject to development activity, work in the immediate vicinity of the find should be halted and a professional archaeologist consulted. In the case of human burials, the County Coroner and the appropriate Native American descendants should be contacted.

Timing/Implementation: During construction activities

Enforcement/Monitoring: Paradise Recreation and Parks District

Adherence to this mitigation measure ensures that impacts to cultural resources as a result of the project are **less than significant with mitigation incorporated**.

6.0 GEOLOGY AND SOILS

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|-------------------------------------|-------------------------------------|
| Would the project: | | | | |
| a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| ii) Strong seismic ground shaking? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| iii) Seismic-related ground failure, including liquefaction? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| iv) Landslides? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Result in substantial soil erosion or the loss of topsoil? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

The topography of the site is relatively flat and generally ranges from an elevation of approximately 2083 to 2134 feet above mean sea level (msl) with a subtle south-southwest dipping slope. The site is situated in northeastern Paradise approximately 0.75 miles west of the West Branch of the Feather River and approximately 13 miles east-northeast of the city of Chico. Topographic map coverage of the site area is provided by the current United States Geological Survey (USGS) 7.5-minute series topographic map (2018 Paradise East Quadrangle).

The subject property is located in the eastern periphery of the Sacramento Valley and the southwestern foothills of the Cascade Range. The Sacramento Valley is the northern one-third of the Central Valley of California, which extends approximately 400 miles from the Tehachapi

Mountains on the south to the Klamath Mountains in the north. The Sacramento Valley trough is strongly asymmetric with the deepest part of the trough west of the apparent surface axis of the valley. The valley is bordered to the east by the Sierra Nevada to the north by the Klamath and Cascade Ranges and to the west by the Coast Ranges.

The Sacramento Valley was formed by downwarping of the west side of the Sierran block contemporaneous to uplift and erosion of the Sierra Nevada to the east, the Klamath and Cascade ranges to the north, and the Coast Ranges to the west. The valley is underlain by a basement complex composed of Paleozoic and Mesozoic granites and metamorphic rocks. The basement complex is overlain by a thick sequence of marine and non-marine sediments ranging in age from Cretaceous to Quaternary. The upper 1000 meters of the non-marine sediments are composed of sediments of volcanic origin, which were transported into the valley from the east as mudflows and stream carried sediments.

Paradise is situated on the eastern rim of the Great Valley, defined today by the floodplains of the Sacramento River and its tributaries. Around Paradise these sediments are dominated by thick fans of Feather River sediments, but just east of this there is a thin, north-south band of late Cretaceous sediments. These sit on top of the Sierran basement, which beneath Paradise comprise greenschist-facies metavolcanic rocks of Jurassic age, giving way to granites of the Sierra batholith to the east. These are manifestations of a vigorous island arc sequence, built out over a east-dipping subduction zone of mid- to late Mesozoic age. The gold veins lace this ancient arc, remobilized by Mesozoic shearing and intrusions of igneous rock. The crystalline foothills are locally overlain by a Cenozoic sequence of Eocene clean beach sands overlain by Neogene volcanics, including the Diamond Head-like profile of Table Mountain.

The stratigraphy of the vicinity generally consists of Tertiary pyroclastic and volcanic mudflow deposits (Cascade Range) (NRCS 2021). Site soils primarily consist of Paradise loam at 2 to 15 percent slopes primarily made up of clay loams. The clayey residuum that makes up the Paradise loam originates from weathered volcanic rock. The soil extends down approximately 84 inches and is well-drained with a medium run-off class (NRCS 2021). These soils are generally moderately well drained with highly available water storage and negligible runoff that results in minimal flooding or ponding.

The project site is mostly located within the Feather River hydrologic unit in the West Branch Feather River watershed. A small portion of the western side of the site is located with the Butte Creek hydrologic unit in the Upper Dry Creek watershed. Shallow groundwater in the site vicinity is generally encountered more than six feet below ground surface and mostly flows southeast towards the Feather River, with a smaller portion flowing southwest towards Dry Creek, which will eventually flow into the Sacramento River. Groundwater in the site vicinity is encountered in unconfined aquifers, of which the shallow zones generally fluctuate between 15 and 35 feet below ground surface (bgs). Groundwater generally flows from the foothills in the northeast towards the Sacramento River and Feather River to the south-southwest.

The Project Site is not located within the boundaries of an Alquist-Priolo Earthquake Fault Zone, and no active faults are known to cross the site (Jennings and Bryant 2010).

Topography in the project area is relatively flat, with an elevation of approximately 2083 to 2134 feet above mean sea level. Site soils primarily consist of Paradise loam, with minor parts Mountyana fine loam and Schott gravelly loam. These soils are not expansive and would not present a risk for the proposed development.

Paradise is situated approximately 49 miles south of the Mount Lassen volcanic area, however hazards associated with regional volcanism are low. The project is unlikely to impact or experience significant seismic shaking. Due to the minimal possibility of a strong intensity earthquake event, low/moderate soil plasticity index, and the depth of the groundwater, it is highly unlikely that liquefaction could occur in the project area. Landslides are typically unlikely as the slope and topography onsite is gentle, although the 2018 Camp Fire and cleanup program has removed a significant amount of the stabilizing vegetation, resulting in less stable hillsides. There is no historical documentation of asbestos or ultramafic rocks likely to contain asbestos in the site vicinity, though some does exist to the northeast of the site in a steep-sided canyon that contains the West Branch of the Feather River.

Tsunami is highly unlikely to occur as the project site is not located in close proximity to an ocean. Likewise, the nearest large water bodies are Lake Oroville and Lake Almanor, which are located approximately 5 miles to the south and 38 miles to the north, respectively. Dam failure and seiche hazards are unlikely. Also, although Lake Oroville is fairly close to the project site, a dam breach at Lake Oroville would occur at the southwest side of the lake, and would not threaten the proposed site, which is north-northwest of the dam and is over 1000 feet higher in elevation.

Discussion of Impacts to Geology and Soils:

a), c) - d) The project area is not located in the vicinity of known active faults, in an area that could be subject to landslides or tsunamis; adverse impacts related to large-scale geologic conditions are considered a **no impact**. Site soils primarily consist of Paradiso loam. Paradiso loam is classified as a Class 3e soil. These soils are not expansive and would not present a risk for the proposed development.

b) Implementation of the proposed project would not result in long-term increases in erosion or soil loss; however, construction-related activities will result in temporary disturbance of the ground surface. These activities may expose disturbed and loosened soils to erosion from wind. Short-term increases in soil erosion could occur due to construction activities, however the site is largely level, will be landscaped and would not result in significant erosion, resulting in a **less than significant** impact. These impacts will be further reduced by the mitigation measure presented in the Water Quality section (Preparation of a Stormwater Pollution Prevention Plan approved of by the Regional Water Quality Control Board (RWQCB)). All exposed soils will be landscaped using native plants to reduce potential for erosion.

c) Site soils consist of Paradiso loam, which is well drained, and has a low expansive potential, resulting in **no impact**.

e) No wastewater treatment provider currently serves the project area therefore the site will be serviced by septic. At least one septic tank will be installed to service the restrooms located at the proposed multipurpose center. The project has not been evaluated for an on-site septic system, however the house that was previously on the property located at 6667 Nedry Dr (APN: 050-230-088) was a 3-bedroom, 3-bathroom home that was served by septic and was determined to have adequate soil conditions. It is presumed that soils near the proposed multipurpose center would be adequate to accommodate a septic system resulting in **no impact**. As a condition for project approval, a design plan from a certified septic system designer would be required as part of the permitting approval process for a new on-site wastewater system.

7.0 GREENHOUSE GAS EMISSIONS

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|------------------------------|-----------|
|--|--------------------------------|--|------------------------------|-----------|

Would the project:

- | | | | | |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|
| a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Environmental Setting:

Several gases in the earth's atmosphere impact temperatures and play a critical role in determining the earth's climate. These gases are referred to as "greenhouse gasses" and primarily include: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), sulfur hexafluoride (SF₆), perfluorocarbons (PFCs), and hydrofluorocarbons (HFCs). Although many of these gases occur naturally (via solar radiation and tectonic events), anthropogenic activities such as large-scale mining and fossil fuel consumption greatly contribute to greenhouse gas emissions and expedited changes in the climate.

In 2012 the California Department of Water Resources (DWR) adopted a plan to reduce greenhouses gases and slow human-induced climate change. As part of that plan, construction emission thresholds were established to distinguish between typical construction projects and Extraordinary Construction Projects, which meet either of the following:

- 1) the project emits more than 25,000 metric tons of CO₂ during the construction phase of the project, or
- 2) The project emits more than 12,500 metric tons of CO₂ in any single year of construction.

Discussion of Impacts to Greenhouse Gases:

a) – b) The proposed project includes the installation of recreational facilities and a landscaped park including native and ornamental trees and is unlikely to result in significant emissions of greenhouse gases. Construction will require the use of large gas- and diesel- powered equipment, however these additional greenhouse gas emissions will be temporary and minimal. This small project does not conflict with cumulative greenhouse gas reduction goals, plans or policies, resulting in **less than significant impact**.

8.0 HAZARDS AND HAZARDOUS MATERIALS

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|------------------------------|-----------|
|--|--------------------------------|--|------------------------------|-----------|

Would the project:

- | | | | | |
|---|--------------------------|--------------------------|-------------------------------------|--------------------------|
| a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|---|--------------------------|--------------------------|-------------------------------------|--------------------------|

8.0 HAZARDS AND HAZARDOUS MATERIALS

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|-------------------------------------|--|-------------------------------------|-------------------------------------|
| b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The completed project will not generate or store large-quantities of hazardous materials; however, hazardous materials including equipment fuels, lubricants and greases may be used during construction of the structures. Onsite activities may require or result in the use and/or spill of hazardous materials, however the materials would not be used or stored in quantities that would pose a significant safety hazard or environmental threat. Similarly, acutely hazardous materials such as cleaners, solvents and paints may be used in the buildings following construction activities. These materials will be stored in small quantities and in compliance with established state and federal requirements. The closest airport is the Paradise Airport, 5.2 miles southwest of the site.

Discussion of Impacts to Hazards and Hazardous Materials:

a) There is a minor potential for a spill hazard to occur along roads surrounding the project site, and/or along roads within the project site. However, the transportation of hazardous materials is strictly regulated by various state and federal agencies. Thus, the possibility of a spill or leak at any given time is low. In the event of a hazardous material leak or spill, the Paradise Fire

Department would respond first to manage the emergency, and other agencies would respond shortly thereafter. Depending upon the type and extent of the leak or spill, remediation action would be taken. Impacts, therefore, are considered **less than significant**.

b) The proposed project does not involve the construction of a facility or structure associated with the routine transport, use, or disposal of significant quantities of hazardous materials. No releases of hazardous materials or substances are expected to occur during the implementation of the proposed project. Construction and maintenance of the project does not involve the use of large quantities of hazardous materials. Impacts are therefore considered **less than significant**.

c) The proposed project area is located 0.13 miles south of Children’s Community Charter School and 0.24 miles north of Ponderosa Elementary School. Based on the information provided in responses **a)** and **b)**, and the fact that minimal maintenance of mechanized vehicles and hazardous materials will be used during project activities, the impacts are considered **less than significant**.

d) The Noble Park Project proposed site is not listed in any cleanup or hazardous waste databases, resulting with **no impact**.

e) – f) The closest airport is the Paradise Airport, approximately 5.2 miles southwest of the site. Since the airport is over 2 miles away, CalTrans will not need to be notified of the project as per PUC Section 21655. Since the project involves minimal change in use and there are no private airstrips in the area, there is **no impact**.

g) The implementation of the proposed project would not add any housing or impair or otherwise impede any emergency evacuation or emergency response plans or activities, resulting in **less than significant impact**.

h) The project is located in a rural urban area, which has been identified by Cal-Fire as being within an area containing wildfire threats, resulting in **a potentially significant impact**.

9.0 HYDROLOGY AND WATER QUALITY

| | | | |
|--------------------------------|--|------------------------------|-----------|
| Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--------------------------------|--|------------------------------|-----------|

Would the project:

- | | | | | |
|--|--------------------------|-------------------------------------|-------------------------------------|--------------------------|
| a) Violate any water quality standards or waste discharge requirements? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

9.0 HYDROLOGY AND WATER QUALITY

table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|-------------------------------------|-------------------------------------|
| c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner, which would result in substantial erosion or siltation on- or off-site? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| f) Otherwise substantially degrade water quality? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| h) Place within a 100-year flood hazard area structures, which would impede or redirect flood flows? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| j) Inundation by seiche, tsunami, or mudflow? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Discussion of Impacts to Hydrology and Water Quality:

a) The project site is in the jurisdiction of the Central Valley Regional Water Quality Control Board (CVRWQCB). The area to be disturbed by the proposed project is approximately 20.5 acres. Pursuant to Section 402 of the Clean Water Act, the EPA has established regulations under the NPDES program to control direct stormwater discharges. In California, the State Water Resources Control Board administers the NPDES permitting program and is responsible for developing NPDES permitting requirements. The NPDES program regulates industrial pollutant discharges, including construction activities for sites larger than one acre. The

proposed project would disturb a significant area during the course of the project, including paving of surfaces. This could contribute sediment and other pollutants to stormwater runoff, generating a **potentially significant** impact. Implementation of the following mitigation measure will reduce these impacts to **less than significant with mitigation incorporated**:

Mitigation Measure #2: Prepare and implement a Stormwater Pollution Prevention Plan (SWPPP), approved of by the Regional Water Quality Control Board (RWQCB).

The RWQCB will require that, prior to construction activities, a SWPPP be prepared that identifies Best Management Practices (BMPs) to reduce erosion of disturbed soils during construction activities. The SWPPP will describe measures to be used to minimize wind and water erosion and transport of sediments during course construction. The SWPPP is subject to approval by the RWQCB, pursuant to the State's National Pollutant Discharge Elimination System (NPDES) Construction Permit and Clean Water Act, Section 401. The plan will be prepared and approved before construction activities begin. At a minimum, the plan will include the following measures:

- Retain onsite the sediments generated on or brought to the project site, using treatment control or structural BMPs.
- Retain construction-related materials and wastes, spills, and residues at the project site and prevent discharges to streets, drainage facilities, the MS4, receiving waters, or adjacent properties.
- Contain non-storm runoff from equipment and vehicle washing at the project site.
- Control erosion from slopes and channels through BMPs such as: limitation of grading during the wet season; inspection of graded areas during rain events; planting and maintenance of vegetation on slopes, if any; and covering any slopes susceptible to erosion.
- Surface disturbance of soil and vegetation will be kept to a minimum, existing access and roads will be used wherever feasible.
- Any stockpiled soil would be placed and sloped so that it would not be subject to accelerated erosion.
- After ground-disturbing activities are complete, all disturbed areas will be replanted or covered with paving stones to prevent erosion.

If the aforementioned BMPs and stormwater controls included in **Mitigation Measure #2** are properly implemented at the site, the proposed project would not violate water quality standards or waste discharge requirements, resulting in a **less than significant impact with mitigation incorporated**.

b) The project site is east of the Sacramento Valley Groundwater Basin, and is served by Paradise Irrigation District. The proposed project would convert currently pervious area to impervious area through the construction of structures. The project site will remain mostly pervious with a combination of ornamental and native vegetation. The project site does not have any wells or direct groundwater connections. Therefore, project implementation would not result in net deficit in aquifer volume or a lowering of the local groundwater table. No direct impacts to groundwater would occur. Implementation of the proposed project would not substantially interfere with groundwater recharge, resulting in **less than significant impact**.

c) The proposed project would will minimize irrigated turf to one area programmed for multi-use (free play, sports fields, picnicking, etc.). Other irrigated areas will be planted with low and medium water use plants and watered with drip irrigation and temporary drip irrigation to self-sustaining native plants. Use of water efficient irrigation system includes a rain sensor,

evapotranspiration (ET) controllers, flow sensors, and shut-off valves to manage accidental line ruptures. The site will use point source irrigation to have very efficient subsurface drip (90% efficiency) falling well within the MAWA calculations. The design will include an efficient irrigation controller, equipped with a rain sensor and weather monitoring relay service via cellular reception. These additions ensure irrigation does not occur during precipitation. By incorporating weather/wind and evaporation data, the irrigation controller automatically adjusts run times accordingly.

The park is designed to manage stormwater using bio-swales, flow-through planters, pervious surfaces, grading to direct water to percolation areas. Pervious paving in the parking stalls cleans and infiltrates runoff from paved roads and facilitates ground water recharge. These areas can be used to educate the community and visitors of the importance of treating and infiltrating storm water.

Storm water around the turf area will be captured and percolated in bioswales to prevent turf area runoff from flowing to other areas. Crushed basalt as part of our main circulation (30%) in around the natural area of the site, this surfacing is less costly, more appropriate for these areas, and will protect the wet meadow by reducing runoff and absorbing surface water.

The slope to the wet meadow is revegetated with self-sustaining native plants and natural materials to minimize storm water pollutants. The vegetation will slow runoff and increase infiltration before underground flows reach the wet meadow. The additions of new impermeable structures would result in an increase of stormwater runoff and potential to erode. Implementation of applicable BMPs discussed in **Mitigation Measure #2** would ensure that erosion or siltation impacts are reduced to a less than significant level, resulting in a **less than significant impact with mitigation incorporated**.

d) The project site is currently undeveloped and does not have an available stormwater connection. The increase in impervious area at the project site would not substantially alter drainage patterns or increase the volume and rate of stormwater flow entering the municipal drainage system. The municipal drainage system is managed by the Town of Paradise Public Works Department, which require specific construction specifications that would prevent on- or offsite flooding, resulting in **less than significant impact**.

e) Due to the conversion of pervious areas to impervious areas, the proposed project would slightly increase the volume and rate of stormwater flow and contribute additional sources of potentially polluted runoff to the drainage system. However, implementation of required BMPs during construction would ensure that impacts are reduced to a less than significant level, resulting in a **less than significant impact**.

f) Provided that standard BMPs are implemented, as discussed in Mitigation Measure #2, the proposed project would not substantially degrade the water quality. No additional mitigation measures are required, resulting in **less than significant impact**.

g) and h) The project site is not located within the boundaries of a 100-year flood zone and does not include construction of residences, resulting in **no impact**.

l) The area is outside the 100-year flood plain and not prone to flooding, therefore there is **no impact** in terms of flooding, resulting in **no impact**.

j) Tsunamis are defined as sea waves created by undersea fault movement. A seiche is an oscillation of the surface of a lake or landlocked sea. Tsunami is highly unlikely to occur as the project site is not located in close proximity to an ocean. Likewise, the nearest large water bodies are Lake Oroville and Lake Almanor, which are located approximately 5 miles to the south and 38 miles to the north, respectively. Dam failure and seiche hazards are unlikely. Also, although Lake Oroville is fairly close to the project site, a dam breach at Lake Oroville would occur at the southwest side of the lake, and would not threaten the proposed site, which is north-northwest of the dam and is over 1000 feet higher in elevation. The lack of steep slopes in this area of Paradise makes the possibility of mudflow unlikely, as mudflows typically occur in mountainous or hilly terrain. Therefore, there is **no impact** related to seiche, inundation, or mudflow.

10.0 LAND USE AND PLANNING

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|--|------------------------------|-------------------------------------|
| Would the project: | | | | |
| a) Physically divide an established community? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Conflict with any applicable habitat conservation plan or natural community conservation plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Discussion of Impacts to Land Use and Planning:

a) and b) The project would not result in the physical division of an established community, nor would it involve any changes in land use, General Plan designation, or zoning. The project is consistent with the goals and mission of the Town of Paradise and the Paradise General Plan. Therefore, there is **no impact**.

c) Currently, there are no adopted Habitat Conservation Plans, Natural Community Conservation Plans, or state habitat conservation plans that apply to the project site, resulting in **no impact**.

11.0 MINERAL RESOURCES

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|------------------------------|-----------|
|--|--------------------------------|--|------------------------------|-----------|

Would the project:

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?

| | | | |
|--------------------------|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|--------------------------|--------------------------|--------------------------|-------------------------------------|

b) Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?

| | | | |
|--------------------------|--------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|--------------------------|--------------------------|--------------------------|-------------------------------------|

Environmental Setting:

According to the California Department of Resources Conservation, the project area does not extend into a Surface Mining And Reclamation Act (SMARA) study area.

Discussion of Impacts to Mineral Resources:

a)- b) Based upon the absence of evidence of mineral resources on the subject site, the project would not result in the loss of availability of a known mineral resource that will be of value of the region, resulting in **no impact**.

12.0 NOISE

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--------------------------------|--|-------------------------------------|-------------------------------------|
| Would the project result in: | | | | |
| a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

Noise consists of any sound that may produce physiological or psychological damage and/or interfere with communication, work, rest, recreation, and sleep. Noise impacts can be described in three categories: The first is audible impacts that refer to increases in noise levels noticeable to humans. Audible increases in noise levels generally refer to a change of 3.0 decibels (dB) or greater since this level has been found to be barely perceptible in exterior environments. The second category, potentially audible, refers to a change in the noise level between 1.0 and 3.0 dB. This range of noise levels has been found to be noticeable only in laboratory environments. The last category is changes in noise level of less than 1.0 dB that are inaudible to the human ear. Only audible changes in existing ambient or background noise levels are considered potentially significant.

The existing noise environment in the area of the proposed project is minimal as the site is not developed or currently in use. Noise originates from streets and roads in the project vicinity. Noise will be generated in the project area during operational hours; however the noise will not be significantly greater than the noise prior to the proposed project. Temporary noise will be produced during construction activities, however the duration and intensity is minimal.

Discussion of Noise Impacts:

a) - d) The proposed project will result in the generation of temporary construction-related noise and ground borne vibration during utility trenching and construction activities;. Residences are located north and east and west of the project area and motorized construction equipment operation will only occur between 8:00 AM and 5:00 PM. Onsite construction workers will wear appropriate hearing protection during noise-generating activities. The proposed project might result in minor long-term or permanent noise level increases (such as increased vehicular traffic, recreational events) that will not likely exceed local noise standards, resulting in **less than significant impact**.

e) The project area is situated approximately 5 miles north of the Paradise Municipal Airport; however it is outside the flight path and noise survey area, and the proposed project would not impact exposure to noise during or following construction, resulting in **less than significant impact**.

f) The project area is not situated in vicinity to a private airstrip, resulting in **no impact**.

13.0 POPULATION AND HOUSING

| Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--------------------------------------|---|------------------------------------|--------------|
|--------------------------------------|---|------------------------------------|--------------|

Would the project:

- | | | | | |
|---|--------------------------|--------------------------|--------------------------|-------------------------------------|
| a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

There are currently no residential properties on site. Two structure on parcel 050-230-088-000 appear to have burned in the 2018 Camp Fire and have not been re-built. North of parcel 050-230-088-000 and east of parcel 050-230-060-000 seven houses remain on Chris Court All houses to the north along Merrill Road and south of the property have been destroyed by the 2018 Camp Fire. One single-family home remains to the west of the property. The proposed park will not add any new housing and will not significantly extend road or other infrastructure.

Discussion of Impacts to Population and Housing:

a) - c) The proposed project would not result in the construction of housing or structures that would attract additional residents to the area. The proposed project would not displace existing housing or people, nor would it necessitate the construction of housing elsewhere. Therefore, **no impact** on population and housing would occur.

14.0 PUBLIC SERVICES

| Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--------------------------------------|---|------------------------------------|--------------|
|--------------------------------------|---|------------------------------------|--------------|

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

| | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|
| Fire protection? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Police protection? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Schools? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Parks? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other public facilities? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

Fire Protection

Fire protection in the Paradise area is provided by the Paradise Fire Department located at 747 Birch Street and the Butte County Fire Station 35 located at 1464 Forest Service Road in Paradise, CA.

Police Protection

The Paradise Police Department provides security Services for the Paradise area. The Police Department’s headquarters are located at 5595 Black Olive Drive in Paradise, CA.

Schools

The proposed project is in the Paradise Unified School District and will not result in increased number of students. There are no schools in the vicinity that will be adversely impacted by this project.

Parks

The proposed project would benefit Paradise by providing an additional park to the area. There are no parks in the vicinity that would be adversely impacted by the proposed project.

Other Public Facilities

There are no other public facilities that would be adversely impacted by the proposed project.

Discussion of Impacts to Public Services:

a) The proposed project would not extend the service area of the City or County’s fire department, nor would the projects necessitate construction of new fire protection facilities or the alternation of existing facilities. The proposed project is not expected to result in an increase in the need for police response, nor would it necessitate the construction of new police protection facilities or the alternation of existing facilities. The proposed project does not include any residential uses, nor would it increase the number of residents in the area, which would in turn increase the number of students or requirements for construction of new school facilities. The proposed project would not add residences to the project area that could result in increased

demand for additional community or county parks or contain any components that would lead to increased demand on other parks in the community, resulting in **no impact**.

15.0 RECREATION

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|-------------------------------------|-------------------------------------|
| a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Environmental Setting and Discussion of Impacts to Recreation:

- a) The proposed project would not result in an increase in use of existing neighborhood or regional parks or other recreational facilities, resulting in **no impact** to this community resource.
- b) The proposed project would result in the development of a park and recreational facility in a residential neighborhood zoned RR1 (Rural Residential). The proposed project would replace an apple orchard and undeveloped land that was burned in the 2018 Camp Fire. The development is minimal and will not have a significant adverse physical effect on the environment, result in a **less than significant impact**.

16.0 TRANSPORTATION/TRAFFIC

Would the project:

| | Potential y Significan t Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|---|--|---|------------------------------------|-------------------------------------|
| a) Cause an increase in traffic, which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersections)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Exceed, either individually or cumulatively, a level of service standard established by the county congestion management agency for designated roads or highways? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| e) Result in inadequate emergency access? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| f) Result in inadequate parking capacity? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| g) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

The site currently does not include any paved access roads or parking access. The proposed project's main entrance is on the west side of the project along Pentz Road. An emergency/maintenance access road is planned to access the eastern portion of the site from the north along Nedry Drive. The proposed project includes an asphalt drive aisle and gravel stall, including 272 spaces.

Discussion of Impacts to Transportation/Traffic:

a) - g) The proposed project will not cause any significant changes in congestion, vehicular traffic, air traffic patterns, or result in inadequate parking, emergency access or police programs, resulting in **no impact**. In contrast, the project includes parking areas and loading/unloading areas to reduce traffic and congestion.

17.0 UTILITIES AND SERVICE SYSTEMS

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|------------------------------|-----------|
|--|--------------------------------|--|------------------------------|-----------|

Would the project:

- | | | | | |
|--|--------------------------|--------------------------|-------------------------------------|-------------------------------------|
| a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| e) Result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| g) Comply with federal, state, and local statutes and regulations related to solid waste? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Environmental Setting:

a) – b) The proposed additions include construction of 800 square feet of restrooms at the proposed Multi-Purpose Community Center, a multi-purpose grass area, a symbolic orchard, concrete paths, asphalt parking, and landscaped areas. These new facilities would connect to a septic tank that will be installed on the property for discharge and disposal of domestic waste in accordance with applicable Regional Water Quality Control Board regulations. The use of a County-approved wastewater disposal septic system will be reflected as a condition of approval, and is enforceable through the terms of the condition. The project would additionally require expanded infrastructure including natural gas, electrical and water services.

The proposed additions are minimal and would not result in a significant increase of infrastructure, resulting in **less than significant impact**.

c) The proposed project is sited on sloping terrain that drains towards an adjacent property. The site has burned and has been logged to remove dead and dangerous trees. New vegetative cover will restore the site to capture storm water and reduce run off. The park is designed to manage stormwater using bio-swales, flow-through planters, pervious surfaces, grading to direct

water to percolation areas. Pervious paving in in the parking stalls cleans and infiltrates runoff from paved roads and facilitates ground water recharge. These areas can be used to educate the community and visitors of the importance of treating and infiltrating storm water. Storm water around the turf area will be captured and percolated in bioswales to prevent turf area runoff from flowing to other areas.

Crushed basalt as part of our main circulation (30%) in around the natural area of the site, this surfacing is less costly, more appropriate for these areas, and will protect the wet meadow by reducing runoff and absorbing surface water.

The slope to the wet meadow is revegetated with self-sustaining native plants and natural materials to minimize storm water pollutants. The vegetation will slow runoff and increase infiltration before underground flows reach the wet meadow.

The proposed project will not add new stormwater drainage facilities, resulting in **no impact**.

d) The proposed project would not result in significantly more water consumption, existing entitlements and resources. The park will minimize irrigated turf to one area programmed for multi-use (free play, sports fields, picnicking, etc.). Other irrigated areas will be planted with low and medium water use plants and watered with drip irrigation and temporary drip irrigation to self-sustaining native plants. Use of water efficient irrigation system includes a rain sensor, evapotranspiration (ET) controllers, flow sensors, and shut-off valves to manage accidental line ruptures. The site will use point source irrigation to have very efficient subsurface drip (90% efficiency) falling well within the MAWA calculations.

The design will include an efficient irrigation controller, equipped with a rain sensor and weather monitoring relay service via cellular reception. These additions ensure irrigation does not occur during precipitation. By incorporating weather/wind and evaporation data, the irrigation controller automatically adjusts run times accordingly.

The site was previously used as an irrigated apple orchard. The site receives water from the Paradise Irrigation District, which has sufficient water supplies available to serve the project from existing entitlements and resources, and no new or expanded entitlements would be needed, resulting in **less than significant impact**.

e) At least one septic tank will be installed to service the restrooms located at the proposed multipurpose center. The project has not been evaluated for an on-site septic system, however the house that was previously on the property located at 6667 Nedry Dr (APN: 050-230-088) was a 3 bedroom 3 bathroom home that was served by septic and was determined to have adequate soil conditions. It is presumed that soils near the proposed multi-purpose center would be adequate to accommodate a septic system. As a condition for project approval, a design plan from a certified septic system designer would be required as part of the permitting approval process for a new on-site wastewater system. The project area is not served by a wastewater treatment plant, resulting in **no impact**.

f) – g) The project area is served by the Neal Road Landfill on Neal Road in Paradise. The proposed project would generate minimal additional solid waste in the region; the project will be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs. The site would adhere to the Town of Paradise requirements related to solid waste collection, and the project would comply with federal, state, and local statues and regulations related to solid waste, resulting in **no impact**.

18.0 WILDFIRE

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|------------------------------|-------------------------------------|
| a) Substantially impair an adopted emergency response plan or emergency evacuation plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

a-d) The proposed project exists within a high severity burn scar as the result of the 2018 Camp in land classified as very high fire hazard severity zone. The project will not substantially impair emergency response plans or emergency evacuation plans and will not require the installation or maintenance of associated infrastructure. The proposed project and includes irrigated landscaping which will reduce the existing risk downslope or downstream flooding or landslides, will reduce the post-fire slope instability, provide better drainage, and reduce the risk of wildfire in this area, resulting in **no impact**.

19.0 MANDATORY FINDINGS OF SIGNIFICANCE

| | Potentially Significant Impact | Less Than Significant with Mitigation Incorporated | Less Than Significant Impact | No Impact |
|--|--------------------------------|--|-------------------------------------|--------------------------|
| a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c) Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

a) Without mitigation, the proposed project has the potential (although unlikely) to have short-term significant impacts on cultural resources and hydrology/water quality. Mitigation measures have been developed to address these concerns. Implementation of these measures will reduce potential short-term impacts to **less than significant with mitigation incorporated**. In the long term, the proposed project would now impact the quality of the environment in the project area. No permanent impacts would result from project construction.

b) - c) The proposed project could result in significant impacts to cultural resources and hydrology/water quality; however, implementation of mitigation measures as discussed herein would avoid the effects or mitigate the effects to a point where the effects would appear to be less than cumulatively considerable. In addition, the project does not have potentially negative cumulative impacts and would not cause any substantial adverse environmental effects on human beings either directly or indirectly, resulting in **less than significant impact**.

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FIGURE 1: PROJECT AREA – CURRENT SITE CONDITIONS
NOBLE PARK PROJECT
EAST OF PENTZ ROAD AND SOUTH OF MERRILL ROAD, PARADISE, CA



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NOBLE PARK PROJECT
EAST OF PENTZ ROAD AND SOUTH OF MERRILL ROAD, PARADISE, CA



SITE PHOTOGRAPHS – APRIL 8, 2020
NOBLE PARK PROJECT
EAST OF PENTZ ROAD AND SOUTH OF MERRILL ROAD, PARADISE, CA



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April 20, 2021

TO: CARPD Member Districts

FROM: Matthew Duarte, Executive Director

SUBJECT: 2021 Slate of Candidates for CARPD Board & Call for Nominations

Hello CARPD Members! The CARPD Conference is rapidly approaching and with it the annual CARPD General Membership Meeting. As we do every year during that meeting, the CARPD Board of Directors Election is conducted by the membership. This year, the election will take place at approximately 9:00 a.m. on June 24, 2021 in the Hyatt Regency Monterey Hotel & Spa in Monterey, California.

In accordance with CARPD Association Bylaws, **CARPD is soliciting any qualified candidates interested in serving on the CARPD Board of Directors.** Nominees must be individuals affiliated (as Board of Directors, employees or otherwise) with active members in good standing.

Furthermore, pursuant to CARPD Association Bylaws at Article 5, subsection 6, the CARPD Nominations Committee has nominated the following slate of candidates for the open Board positions:

2021 Slate of Candidates for CARPD Board

| | |
|--------------------------|--|
| President – Elect | Michelle Lacy, Pleasant Hill Recreation & Park District |
| Secretary | Brian Danzl, Cordova Recreation & Park District |
| Director-at-Large | Two Positions to be Elected: |
| (Odd Year) | Michael Seaman, Fulton- El Camino Recreation & Park District |
| | Rick Sloan, Cordova Recreation & Park District |
| Administrator Rep | One Administrator Position to be Elected: |
| (Odd Year) | Colin Miller, Arden Park Recreation & Park District |

CARPD Membership
2021 Slate of Candidates for CARPD Board & Call for Nominations
April 20, 2021
Page 2 of 2

In addition to the slate identified above by the Nominating Committee, Member Districts may also nominate one of its own board members as a CARPD Director-at-Large candidate, or its General Manager, Assistant General Manager, or Chief Administrative Officer, as an Administrator Representative candidate prior to the annual meeting. Any additional nominations will be placed on the ballot as part of the election process.

Any Member District wishing to submit a nomination should forward a letter of nomination and a copy of its Board Resolution supporting the nomination directly to the CARPD office located at 1075 Creekside Ridge Drive, Suite 240, Roseville, CA 95678. To be sure a nominee is included on the ballot, the letter and resolution must be received no later than close of business on **Friday, June 18, 2021**. Email submissions are preferred and may be sent directly to my attention at mduarte@capri-jpa.org.

Finally, any qualified candidate may also be nominated from the floor at the time of the election and, if elected, later provide CARPD with a resolution from the member district's board endorsing the nominee to serve on the corporation's Board of Directors not later than sixty (60) days after the annual meeting. The candidate will not commence into office unless and until such time as the resolution is presented to the corporation's Board of Directors.

The CARPD Board thanks you in advance for your consideration and participation in this year's election. For more information regarding the CARPD Board positions, please review the enclosed flyer. If you have any questions regarding the election or its procedures, please feel free to contact me at (916) 722-5550.

Sincerely,



Matthew Duarte
Executive Director

enclosure

CARPD Board of Directors 2021 Election

Each year during the CARPD General Membership Meeting, the CARPD Board of Directors Election is conducted with the membership at large. This year's Election will take place at:

June 24, 2021 @ 9:00 a.m.

Hyatt Regency Monterey Hotel & Spa
Old Golf Course Road
Monterey, CA 93940



**Board
Responsibilities**

The CARPD Board of Directors is the governing body responsible for all policy decisions related to support, education, member services, outreach, and advocacy to recreation and park districts throughout California. The CARPD Board of Directors generally meets 4-5 times per year at the CAPRI Office in Roseville and at the Annual CARPD conference.



**Board
Positions**

The CARPD Board of Directors is comprised of *eleven* Directors that oversee the operations of the organization and provide direction to the Executive Director. This year, there are *five* positions up for election: President-Elect, Secretary, Director at Large, Director-at-Large, and Administrator.



**Board
Qualifications**

In order to be qualified for service on the Board, candidates must either be members of the Board of Directors of a CARPD member or "Administrators" employed as General Manager, Assistant General Manager, or Chief Administrative Officer of a CARPD member. For more information on candidate qualifications, please contact Executive Director, Matthew Duarte.

Submit Nominations to

CARPD
1075 Creekside Ridge, Suite 240
Roseville, CA 95678

Or by email (preferred)
Matthew Duarte
Email: mduarte@capri-jpa.org



Paradise Recreation & Park District

6626 Skyway
Paradise, CA 95969
Email: info@ParadisePRPD.com

Phone: 530-872-6393
Fax: 530-872-8619
Website: www.ParadisePRPD.com

RESOLUTION #21-05-3-499

A RESOLUTION OF RECOGNITION FOR JULIE VAN ROEKEL AND HER SERVICE AS A BOARD MEMBER

WHEREAS, Julie Van Roekel has served on the Paradise Recreation and Park District Board of Directors for eight years from 2013 - 2021; and

WHEREAS, the Paradise Recreation and Park District Board of Directors wishes to recognize her for her valuable contributions to the community and to the Paradise Recreation and Park District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PARADISE RECREATION AND PARK DISTRICT that Julie Van Roekel be recognized for her eight years of valuable contributions to the community and to the Paradise Recreation and Park District.

APPROVED AND ADOPTED at a regular meeting of the Board of Directors of the Paradise Recreation and Park District the 12th day of May 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mary Bellefeuille, Chairperson

Robert Anderson, Secretary