



Golden Charter Academy

GCA Board of Trustees Meeting

Published on October 12, 2026 at 9:58 AM PDT

Date and Time

Thursday October 15, 2026 at 5:00 PM PDT

Location

Golden Charter Academy
Building A - Conference Meeting Room
452 N Pacific Avenue
Fresno, CA 93706

Agenda

	Purpose	Time
I. Opening Items		5:00 PM
A. Call the Meeting to Order		1 m
B. Roll Call		1 m
Board of Trustees Members		
Jene D'Ambrosio, Co-Chair		
Zachary Fraser, Co-Chair, Treasurer		
Jeffie Hickman, Secretary		
Wendy McCulley, Member		
Dr. Kim Armstrong, Member		

	Purpose	Time
Corporate Officers		
Robert Golden		
C. Pledge of Allegiance		
D. Approval of the Agenda	Vote	
E. Public Comments	Discuss	5 m
This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or items that may be on the agenda. Each presentation will be limited to three (3) minutes per person and the total time allotted to non-agenda items in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer a matter to another agenda. The Board is not obligated to make comments.		
II. Consent Agenda		5:07 PM
Consent agenda items are for routine matters that do not require discussion or deliberation by the Board. The Consent calendar permits the Board to approve multiple items in one action without discussion. All Board members have the right to remove a consent item from the consent calendar so that normal discussion and deliberation may take place. If a Board members' request that an item be removed from the Consent Agenda, the item will be pulled for discussion and separate action		
A. September 28, 2026 Board Meeting Minutes	Approve Minutes	2 m
III. Information / Discussion		5:09 PM
A. Reports and Updates	FYI	15 m
1. CEO Reports (Robert Golden, President & CEO) 2. Administration Reports & Updates (Stephen Morris, Ed.D., Superintendent-Principal) 3. Financial Report (Jim Weber, Charter Impact)		

	Purpose	Time
B. Golden Charter Academy: State Dashboard Update		5 m
C. Charter Petition Update & Needs		5 m
1. Board Members' Evaluation		
2. Board Members' Resume		
D. Subcommittee Chair Updates:		5 m
1. Academic Excellence		
2. Governance		
3. Financial & Audit		
4. Development Committee		
IV. Action Items		5:39 PM
A. Consideration & Approval of the Final Facility Use Policy Proposal.		5 m
V. Upcoming Events		5:44 PM
A. FALL FEST OCTOBER 30th (Time TBD)		5 m
VI. Board Member Comments		5:49 PM
This is an opportunity for Board members to take comments/updates from fellow board members, address activities, correspondence, and operations, and/or acknowledge or recognize specific programs, activities, or personnel.		
A. Next Regularly Scheduled Meeting	FYI	2 m
<i>TBD</i>		
VII. Suggested Agenda Items		
VIII. Closing Items		
A. Adjourn Meeting	Vote	

Coversheet

September 28, 2026 Board Meeting Minutes

Section:	II. Consent Agenda
Item:	A. September 28, 2026 Board Meeting Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for GCA Board of Trustees Meeting on September 28, 2026



GOLDEN
CHARTER ACADEMY

Golden Charter Academy

Minutes

GCA Board of Trustees Meeting

Date and Time

Monday September 28, 2026 at 4:00 PM

Location

Golden Charter Academy
Building A - Conference Room
452 N Pacific Avenue
Fresno, CA 93706

10309 N Willow Avenue
Fresno, CA 93730

390 W Fir Avenue
Clovis, CA 93611

Directors Present

J. D'Ambrosio, J. Hickman, K. Armstrong, R. Golden, W. McCulley, Z. Fraser

Directors Absent

None

Ex Officio Members Present

J. Weber (remote)

Non Voting Members Present

J. Weber (remote)

Guests Present

J. Gonzales, J. Xiong, S. Morris

I. Opening Items

A. Call the Meeting to Order

J. D'Ambrosio called a meeting of the board of directors of Golden Charter Academy to order on Monday Sep 28, 2026 at 4:00 PM.

B. Roll Call

C. Pledge of Allegiance

Pledge of Allegiance led by Jene D'Ambrosio.

D. Approval of the Agenda

Z. Fraser made a motion to approve the Agenda.

J. Hickman seconded the motion.

Pulling Action Item B from today's Agenda.

The board **VOTED** to approve the motion.

E. Public Comments

II. Consent Agenda

A. August 29, 2026 Special Board Meeting Minutes

J. D'Ambrosio made a motion to approve the minutes from GCA Special Board of Trustees Meeting on 08-29-26.

W. McCulley seconded the motion.

The board **VOTED** to approve the motion.

III. Information / Discussion

A. Reports and Updates

CEO Reports (Robert Golden, President & CEO)

- Line of Credit Closed - September 24, 2026
- 2021-2026 Accomplishments:
 - Finance: Raised \$3.5 million in philanthropy. Secured \$27 million in facility financing.

- Academic Growth: Increased Math proficiency school wide > 3rd-7th from 6% to more than 22%. Increased ELA proficiency school wide > 3rd-7th from 10% to 25%. 2021 TK Cohort (3rd grade in 2025/2026) 35% in ELA, 45% in Math. Increased ELA proficiency among African American scholars from 5.77% to 24%. Increased Hispanic scholars proficiency in Math from 9.38% to 31.37%.
- Enrollment & Attendance Trends
 - Enrollment as of 9/28/2026: 438
 - Average Daily Attendance (ADA): 89%
- Statewide Attendance Challenges
 - Schools throughout California continue to experience enrollment and attendance challenges.
 - Ongoing enrollment/retention efforts:
 - Continue year-round recruitment and community outreach.
 - Strengthen partnerships with community organizations.
 - Improve scholar retention and daily attendance.
 - Continue building GCA into a school of excellence that families actively choose.
 - Consistently monitor enrollment, ADA, and financial projections.
 - Align staffing and expenditures with sustainable revenue.
- How the Board can Assist
 - Board members are encouraged to refer at least one friend, family member, or community connection to GCA.
- Philanthropy Outreach
 - Introducing the school to potential donors and philanthropic partners.
 - Sharing our vision and impact within their professional networks.
 - Identifying individuals, foundations, and corporations aligned with our mission.
- Charter Renewal
 - Due to Charter Office: October 26, 2026
 - FUSD Board Public Hearing #1: December 16, 2026
 - FUSD Board Public Hearing #2: February 10, 2027

Administration Reports & Updates (Stephen Morris, Ed.D., Superintendent-Principal)

- Scholar Engagement & Support Programs: Athletics, field experiences, MTSS Tier I & II
- New Campus Systems & Improvements
 - Review a potential Cintas contract for reliable janitorial services
 - Assess campus play areas to increase recreation and physical activity
 - Explore regular Story Land experiences
- Service Capacity & Program Quality

- Additional Education Specialist and Speech-Language Pathologist beginning September 17
- Stronger risk assessment, safety planning, and school reentry procedures
- Continued focus on comprehensive assessments, measurable IEP goals, family participation, and consistent documentation
- Academic Systems and Alignment
 - Transitioning student information and reporting systems to PowerSchool
 - Implementing i-Ready Diagnostic assessments to establish academic baselines
 - Developing ELA and Math pacing resources to clarify instructional priorities
- Expanded Enrichment and Partnerships
 - C.R.A.F.T.S. Foundation: ballet and technology
 - Teen Auxiliary: tennis and Math Olympics
 - CreativeT: fashion and design
 - ENP Read Fresno: literacy support
 - Music, Spanish, gardening, and environmental stewardship
 - Fresno Discovery Center: weekly science sessions and planetarium experiences
 - Dr Mel: Hands-on learning with physicians and healthcare professionals. Healthcare topics, career pathways, service, and friendship activities.
 - Junior Tutoring Support: Seventh and eighth-grade scholars supporting younger scholars while building responsibility, communication, and leadership skills.

Financial Reports (Jim Weber, Charter Impact)

- August 2026 Report
 - Forecasts:
 - Enrollment: 405, ADA 381
 - Budget: \$10 million
 - LCFF: \$16,000 per pupil
 - Expenses: Forecast expenses reduced to \$10 million, excluding facility \$7.4 million. Active expense management required to meet goal. Long term lease accrual adds \$611K non-cash expenses.
 - Fund Balance: Expense management required to achieve minimal surplus. Net assets above 4% meet goal (3%+). Excluding fixed assets, net assets near zero, require additional \$300K to meet 3%. Long term goal 10%-15% fund balance to strengthen cash flow.

2026-27 Board Role Nominations

- Board Structure: Co-Chairs
- Co-Chairs: Jene D'Ambrosio & Zachary Fraser
- Secretary: Jeffie Hickman

- Treasurer: Zachary Fraser

2026-27 Board Subcommittee Chair Nominations

- Audit-Finance Committee Chair: Zachary Fraser
- Academic Excellence Committee Chair: Jeffie Hickman
- Development Committee Chair: Jene D'Ambrosio
- Governance Committee Chair: Wendy McCulley

2026-27 Board Meeting Calendar

- Regular Meetings Day & Time: Third Thursday, 5-7pm
- Next Board Meeting Date: Thursday, October 15, 2026 at 5:00 to 7:00 PM

Notice of Intent to Adopt

- Conflict of Interest Codes

B. 2026-27 Board Role Nominations

C. 2026-27 Board Subcommittee Chair Nominations

D. 2026-27 Board Meeting Calendar

E. Notice of Intent to Adopt

IV. Action Items

A. Consideration & Approval of the Updated 26-27 Chief Executive Officer Job Description & Salary Range.

Z. Fraser made a motion to approve the Updated 26-27 Chief Executive Officer Job Description & Salary Range.

J. Hickman seconded the motion.

The board **VOTED** to approve the motion.

B. Consideration & Approval of the 26-27 Registrar Job Description & Salary Range.

Motion to N/A.

Table Action Item B.

The board **VOTED** to approve the motion.

C. Consideration & Approval of the 26-27 Board Role Nominations.

Z. Fraser made a motion to approve the 26-27 Board Role Nominations.

W. McCulley seconded the motion.
The board **VOTED** to approve the motion.

D. Consideration & Approval of the 26-27 Board Subcommittee Chair Nominations.

Z. Fraser made a motion to approve the 26-27 Board Subcommittee Chair Nominations.
W. McCulley seconded the motion.
The board **VOTED** to approve the motion.

E. Consideration & Approval of the Final Credit Agreement with East West Bank for the Line of Credit Loan.

Z. Fraser made a motion to approve the Final Credit Agreement with East West Bank for the Line of Credit Loan.
W. McCulley seconded the motion.
The board **VOTED** to approve the motion.

F. Consideration & Approval of the Drafted Facilities Use Policy Proposal.

W. McCulley made a motion to approve the Drafted Facilities Use Policy Proposal.
Z. Fraser seconded the motion.
Approve the draft as written. Revisions to be made. Final version is to be approved at a later Board meeting.
The board **VOTED** to approve the motion.

G. Consideration & Approval of the 26-27 Request for Proposal (RFP) for Campus Custodial Services.

W. McCulley made a motion to approve the 26-27 Request for Proposal (RFP) for Campus Custodial Services.
K. Armstrong seconded the motion.
Proposal due date to be updated.
The board **VOTED** to approve the motion.

V. Board Member Comments

A. Next Regularly Scheduled Meeting

Thursday, October 15, 2026 at 5:00 to 7:00 PM

B. Board Member Comments

- Committee Chairs to schedule monthly meetings
- Connect Wendy with Mike Mizzoni from BoardOnTrack on Governance matters.
- Development Board roles & committee chair descriptions

VI. Suggested Agenda Items

A.

Suggested Agenda Items

Registrar Exhibit A to be approved at the next Board meeting.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:07 PM.

Respectfully Submitted,
J. D'Ambrosio

Coversheet

Consideration & Approval of the Final Facility Use Policy Proposal.

Section:	IV. Action Items
Item:	A. Consideration & Approval of the Final Facility Use Policy Proposal.
Purpose:	
Submitted by:	
Related Material:	GCA_Facilities_Use_Policy_Packet_FINAL 10_4_26 (1).pdf

GOLDEN CHARTER ACADEMY

FACILITIES USE POLICY PACKET

Revised Board Review Draft

BP 1330 • AR 1330 • Form 1330-A • Fee Schedule 1330-B

Revision date: October 4, 2026 - recurring-use and market-comparison revision

Prepared for Board, CEO, Charter Impact, and legal counsel review

Purpose of this revision

This revision responds to the Board's two principal concerns: (1) payment terms must not contain an expired August 30 deadline or another arbitrary calendar-date deadline; and (2) GCA's authority to approve, deny, condition, cancel, suspend, or revoke outside facility use must be clearly stated and administered through neutral, objective, consistently applied, viewpoint-neutral and nondiscriminatory standards.

Counsel-review note: This packet is a policy draft, not legal advice. Final adoption should follow review by GCA legal counsel and insurer, particularly as to charter-school applicability of the Civic Center Act, forum/access rules, indemnification, insurance, and fee methodology.

BOARD / POLICY COMMITTEE REVISION SUMMARY

The September 23, 2026 draft already contained useful viewpoint-neutral language and delegated approval/denial authority. This revision makes those protections more explicit, operational, and documented throughout the policy, regulation, and application. The original draft states that facilities are to be administered on a viewpoint-neutral and nondiscriminatory basis and that decisions are to be based on operational factors rather than agreement or disagreement with an organization's lawful viewpoint. The revised packet retains and expands that principle.

Board concern	Revision made
Payment deadline	No August 30 deadline. Estimated charges are due before access unless GCA approves a recurring-user billing arrangement. Final invoices are net 30 unless otherwise stated in writing.
Right to deny use	BP 1330 now expressly authorizes approval, denial, conditions, cancellation, suspension, and revocation for lawful, neutral, consistently applied operational, educational, safety, financial, facility, and policy-based reasons.
Avoid discrimination	BP/AR expressly prohibit approval or denial because GCA agrees or disagrees with a lawful religious, nonreligious, political, philosophical, social, or other viewpoint, or because of a legally protected characteristic.
Church vs. nonreligious group	Similarly situated applicants are evaluated under substantially the same eligibility, application, fee, insurance, safety, and facility rules. Religion or nonreligion is not itself a reason to approve or deny.
Documentation	AR 1330 requires a written basis for denial, conditions, cancellation, suspension, or revocation and a contemporaneous administrative record.
Applicant notice	Form 1330-A tells every applicant that submission creates no entitlement, identifies neutral grounds for denial, states the nondiscrimination rule, and includes a written determination section.
Reconsideration	A short administrative reconsideration process is added for claimed factual error, inconsistent application, or unlawful discrimination/viewpoint discrimination.
Endorsement	Approval of outside use does not mean GCA sponsors, endorses, or adopts the user's beliefs, speech, or activities.

GOLDEN CHARTER ACADEMY

BOARD POLICY 1330

Use of School Facilities

Purpose and priority

The Governing Board recognizes that school facilities are community assets whose primary purpose is to support the educational program of Golden Charter Academy (GCA). When use does not interfere with school operations, safety, maintenance, or GCA programs, the Board may authorize community and organizational use consistent with applicable law, GCA's charter status, contractual obligations, insurance requirements, and this policy.

GCA-sponsored instructional, student, athletic, governance, family-engagement, and other school activities shall have priority over all outside use. Approval of outside use creates no continuing right or entitlement to a facility, date, time, space, renewal, or future approval.

Authority to approve, deny, condition, cancel, suspend, or revoke

Submission of an application does not create a right or entitlement to use GCA facilities. Subject to applicable law, GCA reserves the authority to approve, deny, condition, cancel, suspend, or revoke an outside facility-use request when the decision is based on lawful, neutral, and consistently applied operational, educational, safety, legal, financial, facility-related, or policy-based considerations.

Grounds may include, but are not limited to: conflict with GCA programs or school operations; facility unavailability or capacity limitations; inadequate staffing or supervision; safety or security concerns; anticipated damage or unreasonable risk to persons or property; failure to provide required insurance, permits, deposits, fees, documentation, or responsible adult supervision; prior material violations of a facility-use agreement; unpaid amounts owed to GCA; material misrepresentation or omission; proposed activities that are unlawful or inconsistent with legally permissible facility-use restrictions; inability to accommodate the requested activity without unreasonable disruption or expense; emergency conditions; or failure to comply with GCA policy, administrative regulation, site rules, or an approved use agreement.

Viewpoint neutrality and nondiscrimination

GCA shall administer its facilities-use program in a viewpoint-neutral and nondiscriminatory manner consistent with applicable federal and California law. GCA will not approve or deny an otherwise comparable facility-use request because GCA agrees or disagrees with the applicant's lawful religious, nonreligious, political, philosophical, social, or other viewpoint, or because of any characteristic protected by applicable law.

Approval of facility use by an outside organization does not constitute GCA sponsorship, endorsement, approval, adoption, or promotion of the organization's beliefs, statements, activities, or viewpoint.

GCA may impose reasonable conditions on an approved use when necessary to protect students, employees, facilities, property, school operations, or public safety, provided such conditions are lawful and applied in a viewpoint-neutral and nondiscriminatory manner.

Consistent treatment of similarly situated users

GCA intends to apply substantially the same eligibility requirements, application procedures, fee classifications, insurance requirements, safety standards, and facility-use rules to similarly situated applicants. Differences in treatment may be based on legitimate differences in requested space, type or duration of use, attendance, staffing, supervision, security, risk, cost, frequency, scheduling, facility suitability, prior compliance, or other lawful operational considerations. Equal treatment does not require identical conditions for materially different events or risks.

Written basis for adverse decisions

When GCA denies, materially conditions, cancels, suspends, or revokes a facility-use request, GCA should identify in writing the applicable operational, educational, safety, financial, facility, policy, or legal basis for the decision and retain documentation supporting the determination. Nothing in this policy creates a hearing right or other procedural entitlement beyond that required by law or expressly provided in AR 1330.

Charges and cost recovery

To the extent the Civic Center Act applies to GCA or is adopted by GCA as the governing framework for community use, GCA shall administer charges consistent with Education Code sections 38130-38139 and implementing regulations. The Board adopts the classifications and fee principles in Exhibit B and authorizes the Superintendent/CEO or designee to calculate and collect applicable direct costs, fair rental value, actual personnel costs, extraordinary service costs, and damage or restoration costs as permitted by law.

Where a direct-cost charge is imposed, the amount shall not exceed the legally allowable direct cost for that use. Religious services shall be charged at least direct cost when required by Education Code section 38134. Entertainment or meetings for which admission is charged or contributions are solicited and net receipts are not devoted to pupil welfare or charitable purposes shall be charged fair rental value when required by law.

Any amount collected as the proportional share of maintenance, repair, restoration, or refurbishment under Education Code section 38134 shall be accounted for in the special fund required by that statute and used only for the specified purposes.

Risk management

Outside users shall be responsible for their activities, participants, invitees, vendors, and property; shall comply with GCA rules and applicable law; and shall provide insurance, indemnification, security, supervision, permits, and other risk controls required by AR 1330 or the Superintendent/CEO or designee. Allocation of liability shall remain consistent with applicable law.

Delegation

The Superintendent/CEO or designee is authorized to implement this policy; approve or deny requests; determine lawful operational conditions; establish application deadlines; require deposits or prepayment; reconcile actual costs; document adverse decisions; suspend future use for nonpayment, damage, misrepresentation, or policy violations; and update administrative forms. Material changes to the Board-approved fee methodology or rate schedule shall be returned to the Board.

Legal references for counsel review: California Education Code §§ 38130-38139, including § 38134 as amended by AB 503 (2025); applicable Title 5 regulations; California Education Code § 220 and other applicable nondiscrimination provisions; federal constitutional forum/viewpoint-neutrality principles; Government Code liability provisions; and applicable fire, safety, accessibility, charter-school, lease, and insurance requirements.

ADMINISTRATIVE REGULATION 1330

Facilities Use Procedures

A. Application and approval

- Outside users shall submit a complete Facilities Use Request / Agreement at least 15 calendar days before a single event and at least 30 calendar days before a large, recurring, high-impact, or special event unless the Superintendent/CEO or designee approves an exception.
- No event is approved until GCA issues written approval and all required insurance, deposits, permits, fees, and supporting documents are received.
- The applicant shall disclose the event purpose, expected attendance, whether minors will attend, admission or contributions, sales/vendors, food service, requested rooms/grounds, equipment, setup and cleanup time, and any special activities.
- GCA may require a walkthrough, event plan, emergency plan, security plan, parking/traffic plan, vendor list, permits, or other information reasonably necessary to evaluate the request.
- Approval is organization- and event-specific and may not be assigned, transferred, or expanded to unapproved spaces or activities.
- An application is a request only. It creates no right, entitlement, expectation of renewal, or continuing right to use GCA property.

B. Scheduling priority

- GCA instructional and school-sponsored activities.
- GCA governance, student, family, athletic, and partner activities.
- Qualifying youth/school/community activities as determined under applicable law and Board policy.
- Other community, religious, nonreligious, nonprofit, civic, political, educational, artistic, and organizational uses.
- Commercial or fair-rental uses.

Within a priority level, requests may be considered by completeness, date received, facility suitability, prior compliance, operational impact, staffing, risk, and cost. A prior reservation does not prevent GCA from addressing an emergency or unavoidable school need. Priority categories shall not be used as a pretext for viewpoint or protected-class discrimination.

C. Neutral decision standards: approval, denial, conditions, cancellation, suspension, and revocation

GCA shall evaluate requests under neutral, objective, and consistently applied standards. The decision-maker shall not approve or deny an otherwise comparable request because of agreement or disagreement with the applicant's lawful religious, nonreligious, political, philosophical, social, or other viewpoint, or because of a legally protected characteristic.

- Conflict with instruction, student services, school-sponsored programming, governance, testing, athletics, maintenance, construction, or other GCA operations.
- Facility unavailability, unsuitable space, occupancy/capacity limits, parking limitations, accessibility constraints, or inability to provide required utilities or equipment.
- Insufficient staffing, supervision, custodial coverage, security, technology support, or other personnel reasonably necessary for the proposed use.
- Specific, articulable safety, security, property-protection, traffic, emergency-response, or risk-management concerns related to the proposed event or its operational requirements.
- Failure to provide required insurance, endorsements, permits, licenses, deposits, prepayment, documentation, responsible adult supervision, or requested event/safety information by the stated deadline.
- Unpaid amounts owed to GCA, prior material damage, prior material violation of an agreement or site rule, or prior misuse of GCA property, when relevant to the present request.
- Material misrepresentation, omission, or materially inaccurate information in the application.
- Proposed conduct that is unlawful or cannot be accommodated consistently with legally permissible facility-use restrictions.

- Unreasonable disruption, extraordinary expense, or operational burden that GCA cannot reasonably accommodate.
- Emergency conditions, loss of insurance, facility closure, governmental order, or other circumstances that make the approved use unavailable or unsafe.
- Failure to comply with BP/AR 1330, the approved agreement, site rules, or lawful directions of GCA personnel.

A denial may not rest on generalized disagreement, discomfort, controversy, anticipated criticism, or the popularity or unpopularity of a lawful viewpoint. Safety-based decisions should identify concrete operational or safety considerations rather than rely on the viewpoint of the speaker or group.

D. Consistent treatment and comparator review

Staff should evaluate similarly situated users under substantially the same eligibility, application, fee, insurance, safety, and facility rules. When a request differs from a previously approved request, staff may impose different conditions or reach a different decision if supported by material differences such as event size, duration, location, frequency, staffing, security, risk, cost, scheduling, facility suitability, or prior compliance. Staff should document the material difference when it is relevant to a denial or significant condition.

E. Written determination and record

For every denial, material condition, cancellation, suspension, or revocation, the decision-maker shall complete the determination section of Form 1330-A or an equivalent written notice. The notice should identify the decision and the principal policy, operational, safety, financial, facility, or legal basis. GCA shall retain the application, supporting information, determination, correspondence, and any comparator or incident information relied upon under its records-retention practices.

F. Administrative reconsideration

An applicant may submit a written request for administrative reconsideration within five business days after receiving a denial, material condition, suspension, or revocation. The request should identify a claimed factual error, material new information, inconsistent application of policy, or alleged unlawful discrimination/viewpoint discrimination. The Superintendent/CEO or designee shall review the request; when practicable, a person other than the original decision-maker should conduct the review. GCA may affirm, modify, or reverse the determination in writing. This process does not create a right to use the facility while review is pending and does not create a hearing right beyond applicable law.

G. User classifications and fees

Class	General treatment
A - GCA / school-sponsored	No facility rental charge; internal program budgets may bear extraordinary staffing or service costs when appropriate.
B - Qualifying youth / school / community nonprofit	No charge or direct-cost charge as authorized by Board policy and applicable law; extraordinary personnel/services may be charged when lawful.
C - Other civic, community, nonprofit, religious or nonreligious use	Applicable direct-cost charge where authorized; religious services at least direct cost when required by law. Religion or nonreligion does not itself determine approval.
D - Commercial / fair-rental use	Fair rental value where required or Board-approved commercial rate, plus applicable actual costs.

Final classification is determined by GCA, not by the applicant's tax status alone. GCA may request nonprofit documentation, organizational documents, event financial information, or other evidence needed to classify the use. Classification shall be applied consistently and shall not be used to favor or disfavor a viewpoint.

H. Time charged and staffing

- Reserved time includes approved setup, event, teardown, and cleanup time. Access outside the approved period is prohibited unless authorized.
- GCA may require a GCA employee, custodian, security personnel, technology support, grounds staff, food-service staff, or other personnel whenever reasonably necessary.

- Personnel costs shall be billed at GCA's actual loaded cost or Board-approved cost-recovery rate, subject to applicable law and any minimum call-out/overtime requirements.
- Extraordinary cleaning, trash removal, utilities, equipment, repairs, keys/access devices, or other event-specific costs may be charged to the user when permitted.

I. Insurance and indemnification

Unless waived or modified in writing based on risk, applicants shall maintain commercial general liability insurance of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, or such higher limits as GCA's insurer or designee requires for the activity. GCA, its governing board, officers, employees, agents, and volunteers shall be named as additional insureds by endorsement, and the applicant's coverage shall be primary and noncontributory where available. Automobile, workers' compensation, abuse/molestation, participant accident, or other coverage may be required based on the activity.

Final insurance and indemnification language shall be approved by GCA's insurer and legal counsel before implementation. Nothing in the agreement shall waive any nonwaivable statutory allocation of liability.

J. Supervision, minors, and conduct

- The applicant shall provide adequate adult supervision and maintain control of participants and guests at all times.
- For youth-serving activities, the applicant is responsible for compliance with all legally applicable screening, mandated-reporting, supervision, licensing, and youth-protection requirements. GCA may require written certification of compliance.
- No applicant may represent that GCA sponsors, endorses, or co-sponsors an event unless GCA has expressly agreed in writing.
- Weapons, unlawful drugs, tobacco/vaping, and other prohibited items or conduct are not permitted. Alcohol is prohibited unless specifically lawful and expressly authorized in writing under a separate GCA-approved process.
- Animals, motorized recreational devices, inflatables, open flames, hazardous materials, amplified sound, special electrical loads, cooking, or similar higher-risk activities require prior written approval and may be prohibited based on neutral safety/operational standards.

K. Facility care and restricted access

- Users may enter only approved areas. Classrooms, offices, storage, technology systems, student records, instructional materials, and staff property shall not be accessed unless specifically authorized.
- No alterations, installations, signs, tape/adhesives, decorations, stage rigging, field marking, furniture movement, or equipment connection may occur without approval.
- Food and beverages are limited to approved locations. The applicant shall leave facilities in the condition received and follow all waste, recycling, and cleanup instructions.
- The applicant is financially responsible for damage, loss, excessive cleaning, unreturned access devices, or extraordinary restoration attributable to its use.

L. Payment, deposits, cancellation, and reconciliation

- GCA may require an estimated deposit and/or full estimated payment before the event. Recurring users may be approved for periodic invoicing.
- There is no fixed August 30 payment deadline in this policy or application. Unless a recurring-user billing arrangement is approved in writing, required estimated charges must be paid before access is granted.
- Final charges may be reconciled after the event to actual staffing, damage, cleaning, security, utilities, equipment, or other allowable costs. Amounts due shall be paid within 30 days of invoice unless otherwise stated in writing.
- Cancellation at least five business days before the event will ordinarily avoid facility charges, except nonrecoverable costs already incurred. Later cancellation may result in a \$50 administrative charge plus actual committed costs, subject to applicable law.

- GCA may cancel without liability for school needs, emergencies, unsafe conditions, nonpayment, material misrepresentation, loss of insurance, or violation of policy. If GCA cancels solely for its own operational need, unused prepaid facility charges will be refunded or credited.

M. Recurring use

Recurring users should ordinarily execute a Recurring Facilities Use Agreement and License identifying approved dates, spaces, access windows, staffing assumptions, billing cycle, deposit, and term. For a new recurring outside user, GCA's preferred initial term is six months, subject to counsel review and administrative approval. GCA may approve a shorter or longer term when operationally appropriate. The agreement is a revocable license for scheduled use only and is not intended to create a lease, tenancy, exclusive possession, property interest, vested renewal right, or continuing entitlement to GCA facilities.

Recurring-use agreements may be billed monthly in advance or on another Board-approved cycle. The agreement should identify the recurring facility rate, actual personnel/service charges, security deposit, payment due date, and reconciliation process.

GCA may suspend access or terminate a recurring-use agreement for nonpayment; lapse or cancellation of required insurance; material misrepresentation; serious or repeated safety, supervision, access, or policy violations; material damage; unauthorized use of spaces or dates; or other material breach. Except where immediate suspension is reasonably necessary for safety, insurance, facility protection, or legal compliance, GCA should provide written notice and a reasonable cure opportunity, ordinarily five business days for a curable payment or documentation default.

GCA retains priority for school operations and may cancel or relocate particular dates for school programs, emergencies, maintenance, construction, governmental orders, or other legitimate operational needs. Unused prepaid facility charges for dates cancelled solely by GCA should be credited or refunded.

Termination, nonrenewal, and enforcement decisions shall remain viewpoint-neutral and nondiscriminatory. The same neutral standards apply to religious and nonreligious recurring users that are similarly situated.

N. Records and annual rate review

GCA shall retain applications, approvals, denials, conditions, certificates, invoices, reconciliations, rate calculations, and reconsideration records according to its records-retention practices. Business staff shall review the fee schedule at least annually and recommend Board changes when actual direct costs, labor costs, utilities, maintenance costs, or fair-rental assumptions materially change.

EXHIBIT A - FORM 1330-A**Organization Facilities Use Request / Agreement****IMPORTANT**

Submit at least 15 calendar days before a single event; 30 days is recommended for recurring, large, high-impact, or special events. Submission is a request only and does not authorize access or create a right to use GCA facilities. No August 30 payment dead line applies. Payment terms are stated in Section 8 below.

1. Applicant / Organization

Organization legal name: _____

DBA / program name (if any): _____

☐ Nonprofit ☐ Religious organization ☐ Nonreligious/community organization ☐ Government/public agency
☐ For-profit/business ☐ Political/civic organization ☐ Other: _____

EIN (if applicable): _____

Responsible representative / title: _____

Address: _____

Phone: _____

Email: _____

On-site event contact / mobile: _____

2. Event Information

Event / activity name: _____

Purpose / description: _____

Requested date(s): _____

Recurring schedule (attach calendar if needed):
_____Requested recurring-use term: ☐ Month-to-month ☐ 6 months (preferred initial term) ☐ 12 months ☐ Other:
_____Requested billing cycle: ☐ Monthly in advance ☐ Per occurrence ☐ Other: _____

Applicant understands that recurring approval is a revocable license for scheduled use and does not create a lease, tenancy, exclusive possession, or right to renewal.

Time element	From	To
Setup		
Event		
Teardown / cleanup		

Estimated attendance: _____

☐ Adults ☐ Minors ☐ Open to public ☐ Members/invitees only☐ Admission charged ☐ Contributions solicited ☐ Goods/services sold ☐ Food/beverage served☐ Outside vendors ☐ Amplified sound ☐ Athletic activity ☐ Religious service ☐ Nonreligious/civic meeting☐ Political activity ☐ Other special activityIf money is collected, describe purpose and disposition of net receipts:

3. Requested Facilities and Services

Facility / service	Qty.	Requested / notes
Multipurpose room		
Classroom(s)		
Specialty classroom / lab		
Parking lot		
Restrooms		
Tables / chairs / furniture		
AV / technology		
Custodial services		
Security		
Other		

4. Proposed Facilities Use Rates

The following rates assist applicants in estimating costs. Final charges depend on GCA's classification of the use, approved spaces, duration, staffing, applicable law, and the Board-approved fee schedule. Class B/C rates shown below remain subject to validation where used as statutory direct-cost charges.

Facility	Community / nonprofit planning rate*	Commercial / fair-rental benchmark
Standard classroom	\$100 / use up to 4 hours	\$175 / use up to 4 hours
Additional classroom with MPR rental	\$85 / use up to 4 hours	\$125 / use up to 4 hours
Specialty classroom / art / science	\$100 / use up to 4 hours	\$225 / use up to 4 hours
Multipurpose room	\$1,000 / use up to 4 hours	\$1,300 / use up to 4 hours
Large outdoor / campus event	\$500 / use up to 4 hours	\$600+ based on scope
Parking lot only	\$75 / use up to 4 hours	\$175 / use up to 4 hours
Conference / small meeting room	\$75 / use up to 4 hours	\$175 / use up to 4 hours
Cafeteria / dining space (no kitchen)	\$150 / use up to 4 hours	\$350 / use up to 4 hours
Small outdoor / play area	\$100 / use up to 4 hours	\$250 / use up to 4 hours
Entire campus / major event	\$500+ based on scope	\$600+ based on scope

*GCA determines the applicable classification. The applicant does not select its own rate category. Actual personnel, security, technology, setup, utilities, damage, excessive cleaning, and other approved event-specific costs may be charged separately.

5. Risk / Operational Information

☐ Cooking/open flame
 ☐ Inflatables
 ☐ Animals
 ☐ Motorized equipment
 ☐ Large electrical load
 ☐ Temporary structures
 ☐ Vendors/food trucks
 ☐ Traffic/parking impact
 ☐ None of these

Explain any checked item and requested accommodations:

Applicant supervision plan / number of adult supervisors:

Required permits/licenses (if any): _____

6. GCA Approval / Denial Standards - Applicant Notice

Neutral and nondiscriminatory administration

GCA evaluates facility-use requests under lawful, neutral, objective, and consistently applied standards. GCA will not approve or deny an otherwise comparable request because GCA agrees or disagrees with the applicant's lawful religious, nonreligious, political, philosophical, social, or other viewpoint, or because of a characteristic protected by applicable law. Approval does not mean GCA sponsors or endorses the applicant or its beliefs, speech, or activities.

GCA may approve, deny, condition, cancel, suspend, or revoke use for lawful operational, educational, safety, legal, financial, facility-related, or policy-based reasons, including:

- school-program or scheduling conflict;
- facility unavailability, suitability, occupancy/capacity, parking, or accessibility constraints;
- insufficient staffing, supervision, custodial coverage, security, or other required support;
- specific safety, security, traffic, property-protection, or risk-management concerns;
- failure to provide required insurance, permits, deposits, fees, documentation, or responsible adult supervision;
- unpaid GCA balances, prior material damage, or prior material facility-use violations relevant to the current request;
- material misrepresentation or omission;
- unlawful proposed conduct or inability to accommodate the use within lawful facility restrictions;
- unreasonable disruption or extraordinary operational expense;
- emergency conditions, loss of insurance, facility closure, or governmental order; or
- failure to comply with BP/AR 1330, this Agreement, site rules, or lawful directions of GCA personnel.

A denial will not be based merely on controversy, anticipated criticism, generalized discomfort, or the popularity or unpopularity of a lawful viewpoint. Similarly situated users will be evaluated under substantially the same rules; materially different events may receive different conditions based on legitimate operational differences.

Recurring users: GCA may require a separate Recurring Facilities Use Agreement and License, security deposit, monthly advance payment, and an approved calendar. Nonpayment, loss of insurance, material damage, unauthorized use, or material/repeated policy violations may result in suspension or termination under BP/AR 1330 and the recurring-use agreement.

7. Applicant Certifications

- I certify that the information in this request is complete and accurate and that the organization will use only the dates, times, spaces, equipment, and activities approved in writing by GCA.
- I have received or will comply with BP/AR 1330, the Facilities Use Fee Schedule, site rules, emergency directions, and all applicable laws and permits.
- The organization will provide adequate supervision, protect GCA property, leave the facility in the condition received, and pay approved charges, actual event costs, and damage/excessive-cleaning costs for which it is responsible.
- The organization will not represent GCA as a sponsor or endorser unless GCA provides written authorization.
- The organization accepts responsibility for its own acts and negligence and will provide insurance and indemnification required by GCA, subject to final language approved by GCA legal counsel/insurer.
- For youth-serving activities, the organization certifies that it will comply with all legally applicable screening, supervision, mandated-reporting, licensing, and youth-protection requirements.
- I understand that submission of this application creates no right or entitlement to facility use, renewal, or future dates and that GCA may deny or condition use only under the standards stated in BP/AR 1330 and this Agreement.

Authorized representative signature: _____

Printed name / title: _____

Date: _____

8. Payment Terms

There is no August 30 payment deadline. Unless GCA approves a recurring-user billing arrangement in writing, required estimated charges and deposits are due before facility access is granted. Recurring users may be invoiced monthly or on another approved cycle. Final invoices are due within 30 days unless otherwise stated in writing. Final charges may be reconciled to actual allowable staffing, damage, extraordinary cleaning, security, utilities, equipment, or approved additional services.

9. GCA Internal Review and Written Determination

Decision: ☐ Approved ☐ Approved with conditions ☐ Denied ☐ Pending additional information ☐ Cancelled/Revoked

User classification: ☐ A ☐ B ☐ C ☐ D Other/notes: _____

Approved spaces / dates / times: _____

Conditions / restrictions: _____

If denied, materially conditioned, cancelled, suspended, or revoked, identify principal basis:

☐ School program/scheduling conflict ☐ Facility unavailable/unsuitable/capacity ☐ Staffing/supervision unavailable

☐ Safety/security/risk concern ☐ Insurance/permit/documentation deficient ☐ Fees/deposit/unpaid balance

☐ Prior material violation/damage ☐ Misrepresentation/incomplete information ☐ Unlawful/incompatible proposed conduct

☐ Excessive operational burden/cost ☐ Emergency/facility closure ☐ Other lawful operational/policy basis:

Written explanation / specific facts supporting decision:

10. Estimated Cost

Estimated charge	Basis	Amount
Facility use		\$
Additional rooms/areas		\$
Custodial labor		\$
Security		\$
Technology / other personnel		\$
Equipment / setup / utilities		\$
Deposit / damage security		\$
Other		\$
ESTIMATED TOTAL		\$

Site / facilities review: _____

Business / fiscal review: _____

Superintendent/CEO or designee approval: _____

Date: _____

11. Administrative Reconsideration

An applicant may request administrative reconsideration in writing within five business days after receiving a denial, material condition, suspension, or revocation. The request should identify a factual error, material new information, inconsistent application of policy, or alleged unlawful discrimination/viewpoint discrimination. Review does not authorize facility use while pending. GCA will provide a written response affirming, modifying, or reversing the determination.

EXHIBIT B - FEE SCHEDULE 1330-B**Board-Ready Facilities Use Fee Schedule**

Effective date: _____

Board approval date: _____

IMPORTANT RATE-VALIDATION NOTE

The dollar amounts below are proposed planning rates for review. Before Board adoption, Charter Impact/business staff and legal counsel should validate the direct-cost column against GCA's actual legally allowable direct costs. The Board should not adopt a rate labeled "direct cost" merely because it is comparable to neighboring districts.

A. User classifications

Class	Description	Charge basis
A	GCA / school-sponsored use	No facility rental charge; extraordinary internal costs as assigned.
B	Qualifying youth / school / community nonprofit	No charge or validated direct cost, as authorized by Board policy/law.
C	Other civic, community, nonprofit, religious or nonreligious use	Validated direct cost where authorized; religious services at least direct cost where required.
D	Commercial / fair-rental use	Fair rental value where required, or Board commercial rate, plus actual costs.

B. Proposed facility rates - for validation

Facility	Proposed Class B/C rate*	Proposed Class D / fair-rental benchmark	Recurring-use rate
Standard classroom	\$100 / use up to 4 hours	\$175 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Additional classroom with MPR rental	\$85 / use up to 4 hours	\$125 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Specialty classroom / art / science	\$100 / use up to 4 hours	\$225 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Multipurpose room	\$1,000 / use up to 4 hours	\$1,300 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Large outdoor / campus event	\$500 / use up to 4 hours	\$600+ based on event scope	Charter Impact validated recurring/direct-cost rate + actual services
Parking lot only	\$75 / use up to 4 hours	\$175 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Conference / small meeting room	\$75 / use up to 4 hours	\$175 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Cafeteria / dining space (no kitchen)	\$150 / use up to 4 hours	\$350 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Small outdoor / play area	\$100 / use up to 4 hours	\$250 / use up to 4 hours	Charter Impact validated recurring/direct-cost rate + actual services
Entire campus / major event	\$500+ based on scope	\$600+ based on scope	Charter Impact validated recurring/direct-cost rate + actual services

*Replace proposed Class B/C amounts with GCA-validated direct-cost amounts where the rate is intended to constitute a statutory direct-cost charge. A lower charge may be adopted where lawful; a charge subject to a statutory direct-cost cap may not exceed that cap.

Additional hours: For planning only, GCA may consider an additional-hour charge of up to 25% of the applicable four-hour facility rate per additional hour. This formula shall not be used until Charter Impact/business staff and legal counsel validate the applicable direct-cost and fair-rental methodology and the Board adopts the rate.

C. Local market comparison - Clovis Veterans Memorial District

The following figures are market/fair-rental benchmarks only and are not substitutes for GCA direct-cost calculations. CVMD schedule currently published by the District is dated July 2023.

Comparable CVMD space	Mon-Fri	Sat-Sun	GCA comparison
Room 2 - 418 sq. ft. / 16	\$200	\$250	Classroom: \$100 B/C; \$175 D
Room 1 - 646 sq. ft. / 32	\$300	\$350	Classroom: \$100 B/C; \$175 D
Freedom - 2,145 sq. ft. / 96	\$550	\$750	MPR benchmark
Veterans A/B - 2,535 sq. ft. / 120	\$800	\$1,000	MPR benchmark
Liberty - 3,895 sq. ft. / 224	\$1,300	\$1,700	GCA MPR: \$1,000 B/C; \$1,300 D
Ballroom - 6,432 sq. ft. / 425	\$2,150	\$2,900	Large-event benchmark
Liberty Ballroom - 10,368 sq. ft. / 650	\$3,200	\$4,250	Large-event benchmark

D. Personnel and event-specific charges

Item	Charge
Custodian	Actual loaded hourly cost; proposed 2-hour minimum when call-out/overtime is required
Security	Actual cost
Technology support	Actual loaded hourly cost
Grounds / maintenance	Actual loaded hourly cost
Food-service or other required employee	Actual loaded hourly cost
Special setup / teardown	Actual cost
Equipment / special utilities / supplies	Actual attributable cost
Damage / excessive cleaning / restoration	Actual cost attributable to user
Late cancellation	Proposed \$50 administrative charge plus nonrecoverable actual committed costs, where lawful
Lost key / access device	Actual replacement/rekeying cost

E. Deposits and payment

- GCA may require a reservation/security deposit based on event risk, size, duration, recurrence, and expected costs.
- No August 30 payment deadline applies. Unless a recurring-user billing arrangement is approved, estimated charges are due before access is granted.
- Recurring users may be invoiced monthly or on another approved cycle.
- Final invoices may reconcile estimated charges to actual allowable personnel and event costs. Standard payment term: net 30 unless otherwise stated in writing.

F. Recurring-use billing example

For recurring users, each occurrence should show the date/time, approved rooms, facility charge, labor hours/rate, additional services, adjustments, event total, and period total. This mirrors the transparent event-by-event structure of the supplied Clovis Unified invoice without adopting Clovis rates as GCA rates.

Event date	Facility/rooms	Facility charge	Labor/services	Event total
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$

PERIOD TOTAL: \$ _____

Illustrative recurring religious-use example (not a Board-adopted recurring rate): A church approved to use the multipurpose room plus seven classrooms for a Sunday meeting within the four-hour rate window would have a current planning-rate base of $\$1,000 + (7 \times \$85) = \$1,595$ per Sunday, plus actual custodial, security, technology, setup, damage, or extraordinary-cleaning charges. Four Sundays would equal \$6,380 in base facility charges before actual services. For recurring religious services, Charter Impact and counsel should validate the legally applicable direct-cost methodology before the Board adopts a recurring rate.

EXHIBIT C - RECURRING FACILITIES USE AGREEMENT / LICENSE - REQUIRED TERMS

- Preferred initial term: six months for a new recurring outside user, unless GCA approves another term.
- Approved calendar, spaces, access windows, setup/cleanup time, attendance assumptions, and authorized activities.
- No lease or tenancy: permission is a revocable license for scheduled use only; no exclusive possession, property interest, or automatic renewal.
- Billing: monthly in advance or other approved cycle; recurring facility rate plus actual personnel/services; final reconciliation as applicable.
- Security deposit: Board/administratively approved amount based on risk and estimated monthly charges; may be applied to unpaid amounts, damage, excessive cleaning, or access-device costs.
- Suspension/termination: nonpayment, lapse of insurance, material damage, material misrepresentation, unauthorized use, serious/repeated safety or policy violations, or other material breach.
- Cure: ordinarily five business days for curable payment/documentation defaults, except immediate suspension may occur for safety, insurance, facility protection, or legal compliance.
- GCA priority: school operations remain first priority; GCA may cancel/relocate dates for legitimate operational needs, with credit/refund of unused prepaid facility charges when appropriate.
- Neutral administration: enforcement, termination, and nonrenewal remain viewpoint-neutral and nondiscriminatory.

APPENDIX**Rate Validation Worksheet for Charter Impact / Fiscal Review**

Complete this worksheet before Board adoption. It is intended to document the factual basis for GCA's direct-cost and fair-rental rates and to distinguish legal cost recovery from market comparison.

Cost component	GCA source / calculation	Annual or hourly amount	Allocation method
Utilities			
Janitorial supplies/services			
Employee services directly associated with facility use			
Administration directly associated with facility use			
Maintenance/repair/restoration/refurbishment for qualifying nonclassroom space/grounds			
Amortized facility/grounds cost for fair rental value			
Other legally allowable attributable cost			

Questions for counsel / insurer

- Confirm the extent to which the Civic Center Act applies directly to GCA as an independent charter school and whether GCA should adopt it contractually as the governing community-use framework in any respect not legally mandatory.
- Confirm that the approval/denial standards, similarly-situated-user language, written-reason requirement, and reconsideration process appropriately protect GCA while preserving lawful discretion.
- Confirm final insurance limits and endorsements, including whether abuse/molestation coverage should be mandatory for youth-serving outside organizations.
- Approve indemnification/hold-harmless language and ensure it does not purport to waive any nonwaivable liability allocation.
- Confirm whether proposed cancellation, deposit, commercial-rate, late-payment, or reconsideration provisions require modification.
- Confirm special-fund accounting and permissible calculation methodology for maintenance/repair/restoration/refurbishment amounts under AB 503.
- Confirm any additional charter petition, lease, bond, grant, authorizer, zoning, joint-use, or facility-financing restrictions affecting third-party use of GCA property.

Source and authority notes

- California Department of Education, Public Access / Civic Center Act, Education Code § 38130 et seq.
- California Department of Education, Civic Center Act regulations / Education Code § 38134 and AB 503 (2025).
- California Education Code § 220 and other applicable nondiscrimination provisions.
- Federal constitutional limited-public-forum and viewpoint-neutrality principles, including *Rosenberger v. Rector & Visitors of University of Virginia* and *Christian Legal Society v. Martinez*, as applicable to the forum created and the facts presented.
- Fresno Unified School District, Use of Facilities.
- Central Unified School District, BP 1330 / AR 1330 / E 1330 facilities-use materials.
- Sanger Unified School District, Facilities / Facility Use process.
- Clovis Unified School District invoice supplied by GCA, Invoice No. 3445, dated 11/25/2024, Adventure Church Inc., Fancher Creek Elementary.

Clovis Veterans Memorial District, Facility Pricing schedule currently published by CVMD, updated July 2023; used only as a local market/fair-rental benchmark, not as GCA direct-cost authority.