



# Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles  
by providing safe parks and innovative and fun  
recreation programs for all residents.

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Thomas Judt  
Tom Starnes

## GENERAL MANAGER

Gabe Lanusse

In accordance with California Government Code Section 54957.5, materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's Administrative Office, 401 Amador Street, Vallejo, CA during normal business hours or electronically at <https://www.gvrd.org/board-meetings-committees>.

In compliance with the Americans with Disabilities Act, Special assistance for participating in this meeting can be obtained by contacting the District Office at 707-648-4604. A 48-hour notification would enable the District to make reasonable accommodations to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II).

## Board of Directors Meeting Agenda

Thursday, September 12, 2024

Administrative Office-Board Room, 401 Amador Street, Vallejo, CA 94590

6:30 p.m. – Regular Session

### **Public Comment on Items on the Agenda**

If you wish to speak on an item under discussion by the Board of Directors which appears on this Agenda, you may do so upon receiving recognition from the Chairperson of the Board. Please state your name and whether you are speaking as an individual, or are speaking for an organization, in which case, please state the name of the organization. Each individual speaker may speak for up to three minutes, and an individual representing an organization may speak up to five minutes.

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

5) **Public Comment:**

(Note: For matters not otherwise listed on this agenda. The Board of Directors welcomes your comments under this section but is prohibited by State Law from discussing items not listed on the agenda. Your item will be taken under consideration and may be referred to Board of Directors Committee(s) and/or Staff.)

To provide an opportunity for all members of the public who wish to address the Board, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization.

6) **Presentations:**

6.1 Congratulating Lisa Sorvari, Human Resources Director (Lanusse)

6.2 Proposal for McIntyre Ranch by Vallejo Project

7) **Committee Updates**

The Chairperson for Standing Committees will provide any updates to the full board.



**8) Consent Calendar**

Public Comment

Items listed on the consent calendar are considered routine in nature and may be enacted by one motion. If discussion is required, that item will be removed from the consent calendar and will be considered separately.

8.1 Approve Board Minutes – August 22, 2024

8.2 Accept Budget and Finance Committee Minutes-August 20, 2024

8.3 Accept Facility and Development Committee Minutes-August 21, 2024

8.4 Accept Policies and Personnel Committee Minutes-August 22, 2024

**9) Action Items:**

Public Comment

Discussion and Possible Action on General Manger Recommendations for the Disposition and Use of 1110 Colusa Street (Lanusse)

**10) Financials:**

Public Comment

10.1 Accept Payment of Bills 7/1/2024 through 7/31/2024 (Parkhurst)

10.2 Accept Finance Statement through 6/30/2024 (Parkhurst)

**11) Staff Updates**

Public Comment

11.1 General Manager

11.2 Recreation Services Director

11.3 Parks and Facilities Director

11.4 Human Resources Director

11.5 Finance Director

**12) Announcements and Comments from Board Members:**

**13) Meeting Adjourn:**

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**We regularly meet on the second and fourth Thursdays of each month at 6:30pm  
Next Meeting: Thursday, September 26, 2024**

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# REIMAGINING OPPORTUNITIES FOR THE YOUTH OF VALLEJO

# Background-

- Vallejo is a city of high unemployment, with broad areas of depressed neighborhoods. (houses needing paint, trash on streets etc)
- Given these barriers to a successful future, the Vallejo Project provides an important opportunity for youth so that they may find a pathway out of poverty to career in their passion.



# Program Pathways

- **Carpentry Trades Building**



- **Wellness/ Mindfulness**



- **Communication**



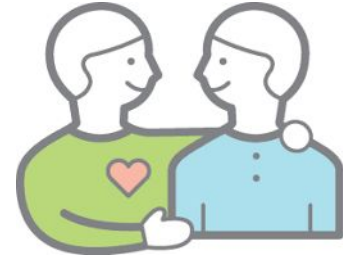
# Wellness Support

Each Pathway is supported by wellness practices:

- **Safe Spaces**
- **Peer to Peer Mentoring**
- **Mindfulness Activities (e.g. Yoga)**



VectorStock



# Wellness in Urban Agriculture

Vallejo Project has a partnership with: **Transformation Village** to grow food for the unhoused in their program. Skills taught include:

- Permaculture
- Aquaponics
- Food Foresting
- Sustainable planting and harvesting





# Yoga/ Mindfulness

- Self Control
- Mindfulness
- Emotion Regulation
- Meditation



# Introduction to Basic Carpentry

- At the end of the Vallejo Project Carpentry Training Program, students who are 16+ will be prepared to enter the Northern California [Pre-Apprenticeship Training](#) through Local 180, a carpentry union



*Vallejo Project, Richmond Build and Local 180*

# Introduction to Basic Carpentry

- This trade **Pathway** allows students to obtain hands-on trade experience from certified Union
- Vallejo Project has a contract with Vallejo School District to teach a 10 week program after school and during the summer.



*Vallejo Project, Richmond Build and Local 180*

# Communication

Vallejo Project's storytelling podcast class is where students practice

- Creative Writing
- Social Media
- Interview skills
- Communication skills



# But, what we are REALLY offering

Discover a place in a community outside what they have commonly experienced

- Personal and professional Mentors
- Engagement through work with their hands
- Stewardship of the land as a model for healing
- Training in making sustainable life choices
- Develop empathy along with responsibility
- Find and tell a personal story
- Learn to listen to the stories of others



**Changing dreams into a reality...**

**Bootcamp**

**Changing dreams into a reality...**

# Planning Doc

**Changing dreams into a reality...**

**Portfolio**





# VALLEJO PROJECT

*YOUTH EMPOWERED BY SERVANT LEADERSHIP*



**SCAN QR CODE to  
Sign Up**



**THANK YOU**

# VALLEJO PROJECT



YOUTH EMPOWERED BY SERVANT LEADERSHIP

## URBAN FARM PROPOSAL



# VALLEJO PROJECT—URBAN FARM

## I. PROPOSAL OVERVIEW

### HISTORY

Vallejo Project was initiated in early 2020 in response to chronic social and economic issues impacting this community. Vallejo Project is a passionate volunteer team of educators, students, artists, and community advocates dedicated to helping engage our diverse Vallejo citizens in civic responsibilities through community service and professional training in arts, technology, culture, education, and wellness.

And there are big gaps in the youth services area of non-profit offerings in Vallejo. There isn't a history of collaboration between city, county, and school district services and community-based organizations. Vallejo Project has been working to fill service gaps and to build bridges between these entities. Filling these gaps means fewer people fall through the cracks and shows that society cares about them – sorely needed in these turbulent times.

### VISION

Vallejo Project envisions a world where every young person is equipped to build a sustainable, healthy, meaningful life despite the barriers of poverty and trauma that they may face. We imagine Vallejo strengthened by new generations of youth and young adults who are inspired to give back to their community as role models, advocates, entrepreneurs, and leaders, who are able to efficiently articulate and implement solutions to challenges in the community based on their learned experience and knowledge gained through our youth development programs.

### OVERVIEW

In partnership with Solano Land Trust (SLT), Vallejo Project proposes to support the operation of an urban farm (McIntyre Ranch will be the focus of this proposal because of our relationship with their current program directors. But this program could be implemented at a number of SLT properties.) with sustainable agricultural educational programming for youth. Vallejo Project intends to lease 5 acres of land

# VALLEJO PROJECT–URBAN FARM

from SLT to create a demonstration farm where youth will upgrade, maintain, and run the farm. Youth program participants will build leadership and work readiness through mentorship, youth programming, and vocational training during their times at the farm: three rounds of 5-week stints per year.

With the Southern Land Company’s support, we will be able to offer unique resources and programs that will further the students' skill sets and prepare them for work in a sustainable agriculture field. This program will promote tomorrow’s workforce in sustainable agriculture through innovative educational programming that highlights the need to preserve Solano County's agricultural history and character through community-based activities.

Vallejo Project at McIntyre Ranch, or similar location, will be an urban demonstration farm with an opportunity for youth engagement.

## **II. THE NEED – Tapping into the power of Vallejo’s youth & how urban farming can play a role**

Solano County has the highest percentage of children living in poverty compared to all other San Francisco Bay Area counties. According to the official Solano County website, Solano also has the highest rates of youth and children without secure parental employment.

According to the Vallejo Police Department website, aggravated assault victims ages 0-17 have increased 60% from 2017 to 2020, providing evidence of increased violence among young people in the city. Vallejo Project is working to create a community that supports and encourages young people to reach their goals and to have autonomy over themselves and their decisions about their futures.

Approximately 72% of the students of Vallejo City Unified School District (VCUSD) have high needs, which is 11% higher than the state average and 18% higher than Solano County average (CALPADS, 2019). In addition, Vallejo is 18% higher and 10% higher than the state for students eligible for free and reduced lunch. Vallejo also has more at-risk and Long-Term English learners than the state and county averages.

Vallejo Project offers a lifeline to lost youth in our area. Once these young adults pass through Vallejo Project’s Leadership Program, they are ready to serve their community. This community includes the unhoused of Vallejo, transitionally housed families, and at-risk youth.

Youth in our programs have a need to garner the ability to follow directions and complete tasks; to learn to trust themselves and advocate for themselves; to participate more fully in society.

Learning to work in an urban agricultural setting can help Vallejo's opportunity youth be self-sufficient, learn responsibility and the value of hard work. The tactile and sensory experiences of gardening can help youth be mindful. This mindfulness can help them self-regulate. Gardens can help youth learn to work independently as

# VALLEJO PROJECT—URBAN FARM

they plant seeds or pick produce. They practice patience as they wait for seeds to sprout and experience the benefit of delayed gratification as they wait for produce to ripen. These traits will add structure and consistency to their lives.

An Urban Agriculture program makes sense for Vallejo as a pathway to provide youth who need opportunities with the skills to gain employment and earn a living wage. It will provide workforce training in growing fresh herbs and other produce year-round using hydroponic technology, all while making a stipend of \$12 an hour for 30 hours a week over a 3-month period.

We will sell the produce to area retailers so this project can be revenue-generating and lessen its dependency on grant funding. Youth involved will learn soft skills to help in the workforce, like following directions, communication, and interacting with a supervisor, while increasing their access to nutritious food and healthy eating habits.

## III. PROPOSED PRACTICES AND SCOPE



### A. URBAN FARM MANAGEMENT

1. **Sustainable Grazing.** We plan to graze goats and sheep for milk and wool; we also plan to raise chickens for eggs. We will recycle farm materials to activate some microbes in the soil that can fix nitrogen and help unlock phosphorus naturally.
2. **Planting.** We will have a mix of seasonal vegetables, an aquaponics set up (with both plants and fish) inside a greenhouse, along with a food forest. We propose three five-week modules of 25 youth each, where they will learn how to grow, maintain, harvest, and replant vegetables for each season.
3. **Outbuilding and Maintenance.** Youth in Vallejo Project’s Carpentry pathway will use their carpentry skills to build and maintain various small structures on the farm: raised garden beds, fencing, the greenhouse, sheds, coops, etc.
4. **Aquaponics.** Aquaponics, a symbiotic tank with fish, soil, and greens that self-cleans and self-feeds, are both manageable and sustainable. Students will learn to plant and maintain a sustainable aquaponics garden.



# VALLEJO PROJECT–URBAN FARM



## **B. URBAN AGRICULTURE TRADES PATHWAY FOR YOUTH AGES 16-24**

1. **Vallejo Project Urban Sustainable Agriculture Pathway.** Vallejo Project at McIntyre Ranch (or similar location) will provide a hands-on outdoor classroom setting on a working demonstration farm, the ideal space for our Urban Sustainable Agriculture Pathway, a core part of our trades training program, developed by UC Berkeley undergraduate and Toro graduate students, for Vallejo youth ages 16-24.

Our dream is that this ranch space be an anchor for young people at the margins in Vallejo—a space that plants and nurtures the seeds of healing, learning, hard work, self-care, autonomy, and prosperity. A space that prepares these young lights for success on a pathway that is alternative to a four-year college and is also one full of growth and opportunity right here in their own neighborhood in northern California.

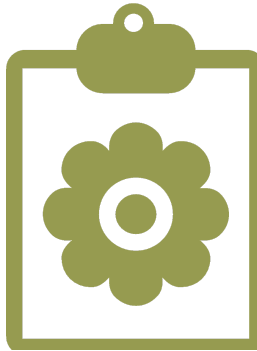


## **C. COMMUNITY OUTREACH & EDUCATION**

In addition to the Urban Sustainable Agriculture Pathway, we will utilize our space at McIntyre Ranch (or similar location) for community outreach and education. This is where the youth will invite small children to the farm through Vallejo Unified

# VALLEJO PROJECT—URBAN FARM

School District in order to show and teach the children simple farming and husbandry science. We expect to introduce this aspect of programming in our second year of operation (2023).



**D. GVRD MANAGES ALL OF THE FACILITY & RESOURCE MANAGEMENT NOT PRODUCED BY THE FARM, INCLUDING PROPERTY MANAGEMENT & DEVELOPMENT**



## **B. DESIGN**

### **1. Build-Out – Carpentry Pathway Students**

We will use the Build-Out phase of this project to provide hands-on experience for youth that are enrolled in Vallejo Project’s Leadership Program – Carpentry Trades Pathway. Under the direction of VP’s Urban Farm Design Team, students will build fencing, chicken coops, mobile walls, garden beds, pens, greenhouses, worm bins, aquaponics tanks, and any other agriculture structures deemed necessary.

#### **Vallejo Project’s Carpentry Trades Pathway Background**

Vallejo Project’s **Youth Leadership Program** (YLP) was initiated in early 2020 in response to chronic social, policing, and economic issues impacting this community. The YLP consists of a 3-week work-readiness bootcamp for under-funded Vallejo youth, followed by a choice of one of four, 5-week long internship pathways. At the end of the eight weeks, each youth leader receives a \$350 stipend and attends apprenticeship and job interviews with one of our partners.

The Carpentry Pathway is one of the four internship pathways. This pathway ensures that all youth participants have the skills and training they need to successfully make the transition to a career in carpentry. We are the first youth program to have a memorandum of understanding (MOU) with the Carpenters Union Local 180 in Vallejo: students who finish the carpentry pathway will get preferred entry to Local 180's pre-apprenticeship program. To date, Vallejo Project youth in this program have built and delivered forty raised garden beds to urban gardeners in our city.

Through our MOU with Carpenters Local 180, Vallejo Project is teaching the carpenter’s curriculum as an introduction to carpentry. This trades program will ensure that all youth have the skills and training they need to successfully make the transition into the union’s preferred entry pre-apprenticeship program. Our program uses a Union-created and approved curriculum that will take 15 hours a week to implement.

# VALLEJO PROJECT—URBAN FARM

There will be a class section teaching the basics and a hands-on training lab. The hands-on training lab will be facilitated by a journeyman carpenter. One of the work projects will be to construct material for use in Urban Agriculture.

Following this, Vallejo Project's partners Local 180, Factory OS in Vallejo and the Solano County Office of Education, through their *Career in Focus - Out of School Youth Works*, will grant our youth participants an interview with the potential to be hired or apprenticed into their companies. All pathways include OSHA 10 training.

## 2. Project Design Team – Qualifications

**Aaron Kim:** Aaron is a Vallejo Project Youth Leader and college student with a passion for local politics and sustainability. His research has led to innovative solutions for our garden project. Aaron co-leads the Urban Agriculture program at the Vallejo Unity Garden with Thomas.

**Thomas Silva:** Thomas is a Vallejo Project Youth Leader who is passionate about gardening, music and sustainability. Thomas co-leads the Urban Agriculture program at the Vallejo Unity Garden at Renaissance Family Center around the principles of sustainable and equitable food production for the community.

**Kweku Middleton:** Kweku is project lead for construction at the Sac Street Garden and resident trades expert for training and youth experience. He is passionate about trades and a point of contact for careers in the industry.

**Fredd Lucero:** Fred manages the nationally recognized RichmondBUILD Academy and Richmond YouthBUILD pre-apprentice job training program with over 1,200 job placements.

**David Fairbrother:** A retired sheriff, David currently ran a ranch in Oregon and has experience in husbandry, farming, and ranch maintenance.

# VALLEJO PROJECT-URBAN FARM

# VALLEJO PROJECT—URBAN FARM



## V. SUSTAINABLE FARM MANAGEMENT

Vallejo Project will carry out this project on a 5-acre parcel at the Greater Vallejo Recreation Department's McIntyre Ranch, located in the hills of northeast Vallejo close to Auto Mall Plaza.

### GRAZING

The Ranch's grazing activities will focus on modeling sustainable animal and land management practices for small properties (1-7 acres). Some of this acreage will be permanently dedicated to grazing, while a different portion will allow for seasonal grazing and temporary placement of animals. The goal is to provide for livestock needs through grazing the onsite pastures.

Ranch animals will also be a draw for families with young children, giving them the opportunity to interact with animals during planned activities. Animals that already live at the Ranch include: 20 Chickens, 15 sheep, 3 goats, and 2 alpacas.

# VALLEJO PROJECT—URBAN FARM

## PLANTING

Vallejo Project has plans for several types of plantings in different areas of the Ranch. These include:

**Annual Production Beds.** The existing Urban Farm at McIntyre Ranch currently has 6 raised beds for vegetable production, located within an area that is cordoned off from the grazing animals and other roaming wildlife. This mini-ecosystem is coastal climate, per the Sunset Western Garden Collection manual. The beds vary in size from 6'x12' to 12'x12'.

The property also has a set of eucalyptus trees that block the sun's path for part of the day, which needs to be taken into account. Plants that do well here include greens like kale, okra, lettuce, and mustard greens, herbs, and winter crops like broccoli, cabbage, and cauliflower. Corn and tomatoes don't do particularly well.

There's an arbor down the middle between the beds for vines like pumpkins, cucumbers, and zucchini. It's a great source of fun for kids.

There are all kinds of opportunities to partner with agricultural programs at UC-Davis or Solano Community College. They can guest lecture, advise us on expanding, and so forth.

One of the most critical aspects of maintaining these beds is ensuring daily watering, which can be done by volunteers in 2-hour shifts. There is a well onsite, so water supply is good.

**Fruit Tree Establishment.** There are currently a number of fruit bearing trees on the property, and the upper pasture used to be an orchard. We have pear, apple, and plenty of berry bushes.

**Ornamental and Landscape Plants.** The property is sparsely planted with ornamental landscape plants. There are multiple other opportunities around the property's perimeter and buildings to install plants providing a variety of benefits such as improved aesthetics, wildlife habitat, and carbon sequestration. With our



# VALLEJO PROJECT—URBAN FARM

onsite well, water isn't as much of an issue, so we are not limited to drought-tolerant plants.

**Oak Tree Restoration.** In the mid-term, we'd like to consider restoring native trees to the upper pasture. There were a lot of trees, but pine beetles infested and most of them died. PG&E is removing trees that are close to electric wires, but they won't be able to remove them all. This could be another area in which to join forces with Solano Community College and/or UC-Davis.

**California Native Hedgerow.** The viability of a native plant hedgerow featuring small and large native shrubs will be explored at a strategic spot on the 5-acre parcel.

Smaller shrubs, forbs and ground-cover plants will also be included. The hedgerow will be a source of beauty, while also providing valuable habitat for birds and beneficial insects. It will ideally feature plants that allow for year-round flowering to keep beneficial insects onsite. The hedgerow will sequester carbon, providing a beneficial above-ground and below-ground carbon sink. It will be an excellent demonstration opportunity for people visiting Vallejo Project at McIntyre Ranch, offering an opportunity to learn about resource benefits of native plant hedgerows.

DELIVERABLES	INSTALL
Annual production beds	6 raised beds
Fruit tree establishment	6 fruit trees
California native hedgerow	1'x75' row
Ornamental and landscape plants	20 plants per year
Native tree restoration: Over mid- to long-term, conduct a restoration of CA native trees on the hillside/upper pasture	

# VALLEJO PROJECT–URBAN FARM

## VI. URBAN AGRICULTURE TRADES PATHWAY

### 1. Student Outcomes

- a. Learning Outcomes 1: Students will be able to demonstrate knowledge of urban agriculture in our present food system as well as future prospects.
- b. Learning Outcome 2: Students will be able to apply knowledge of urban agriculture as evidenced through course related activities and assignments.
- c. Learning Outcome 3: Students will be able to view themselves as engaged citizens within the context of urban agriculture and its relevance to food security in our region and parts of the world.

### 2. Program Instructional Objectives

- a. Recognize historical and contemporary issues in urban agriculture
- b. Identify, analyze, and utilize various sources/types of information in order to discuss case studies of urban agricultural initiatives, distinguish between commercial and subsistence enterprises, determine relevant sources of training and professional development.
- c. Evaluate advantages and disadvantages of different urban farming methods.
- d. Examine barriers and incentives to urban agriculture
- e. Identify sources of influences in the development of regulations and policies affecting the production, distribution, and management of food grown in urban settings

### 3. Activities and Program Evaluation

- a. Critically read Rangarajan, A., & Riordan, M. (2019) *The Promise of Urban Agriculture: National Study of Commercial Farming in Urban Areas* and Cather, A. (2008) *Urban Grower’s Manual*.
- b. Present contrasting and/or informative viewpoints in a civil and effective manner during 12 online discussions
- c. Compose expository and argumentative essays on relevant topics
- d. Develop and deliver informative presentations through both static and video media
- e. Compose an Experiential Learning summary and reflection
- f. Take a final exam

# VALLEJO PROJECT-URBAN FARM

## DELIVERABLES

Facebook video | expository essay | argumentative essay | reflection essay

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# VALLEJO PROJECT—URBAN FARM

## VII. MAINTENANCE & UPKEEP, PROPERTY DEVELOPMENT

**Maintenance & Upkeep.** GVRD, Vallejo Project, and ACC, a gardening and fabric farming community organization, will be collaborators in property maintenance and upkeep. ACC will manage the day-to-day operations on the Ranch, ensuring that the environment is aesthetically pleasing and inviting. The City will provide periodic support that leverages its stable resources.

**Property Development:** Vallejo Project will develop the property for the activities described in Component A. GVRD and the City of Vallejo will collaborate with Vallejo Project on the development of the Ranch's educational spaces. Additionally, the yurt and upper lot remain undeveloped, but have the potential to serve as a dynamic multi-purpose community hub if designed with flexibility and mission in mind. Vallejo Project intends to act as fundraising and development partners with GVRD. Potential uses include but are not limited to the following: classrooms, event/meeting space; art studio/gallery space for shows, small performances, dance recitals, and photo shoots; dining events that highlight local cuisine and responsibly sourced food and beverages; and other similar functions.

### DELIVERABLES

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Build raised garden beds

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Fence and other minor carpentry repairs

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Watering, planting and harvesting

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# VALLEJO PROJECT–URBAN FARM

## VII. IMPLEMENTATION TEAM & QUALIFICATIONS

**Adjoa McDonald, Executive Director:** Mrs. McDonald has been an urban teacher for ten years, is a credentialed administrator, has a Masters in Educational Leadership, has a certificated Yoga instructor, and a talent for team building. She is a Vallejo homeowner and longtime resident.

**Katherine Dang:** Katherine is a research project manager at Kaiser where she manages physician residents and public health interns in their scholarly projects (i.e. community based research and quality improvement) and is the Research Director for the Medical Scholars Pathway for pipeline students. She has a passion for community medicine, public health, and youth development programs.

**Mylene Rucker, M.D.:** Dr. Rucker is a Family Practice Physician and Teaching Doctor who holds wellness workshops on mental and physical health.

**Jessa Alexander:** Clinical Research Coordinator for the Wilson Neuroimmunology Lab at UCSF, Coordinating participant involvement in clinical research studies of MS and unusual autoimmune diseases and conducting monoclonal antibody experiments for those studies.

**Fred Lucero:** Manages the nationally recognized pre-apprentice job training program, the RichmondBUILD Academy, in Richmond, CA. Mr. Lucero graduated over 1,200 people from the academy with solid placements into the solar and construction industry.

# VALLEJO PROJECT-URBAN FARM

## IX. TIMELINE

YEAR ONE	QUARTER
Secure 5-acre Property Lease	1 <sup>st</sup> QTR 2022
Set up Vallejo Project Space & Farm at McIntyre Ranch	2 <sup>nd</sup> QTR 2022
Prepare raised garden beds for planting	2 <sup>nd</sup> QTR 2022

# VALLEJO PROJECT-URBAN FARM

## **XI. COST PROPOSAL**

**A. Land Leasing**

**B. Staffing Costs**

**C. Urban Farm Management**

**D. Urban Agriculture Trades Pathway**

**E. Outreach & Education**

**F. Facility Management & Property Development**

**E. Overhead**



# Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles by providing safe parks and innovative and fun recreation programs for all residents.

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Thomas Judt  
Tom Starnes

## GENERAL MANAGER

Gabe Lanusse

## Greater Vallejo Recreation District Board of Directors

### MINUTES

August 22, 2024 – 401 Amador Street

6:30 p.m.

#### 1) Call to Order

Chairperson Aliga called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:30 p.m., August 22, 2024, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

#### 2) Pledge of Allegiance

Chairperson Aliga led the pledge.

#### 3) Roll Call

**Present:** Chairperson Rizal Aliga; Secretary Tom Starnes; Directors Thomas Judt, Robert Briseño

**Staff:** General Manager, Gabriel Lanusse; Legal Counsel, Andrew Shen; Parks and Facilities Director, Salvador Nuño; Finance Director, Noel Parkhurst; Recreation Director, Antony Ryans; Human Resources Director, Lisa Sorvari; Board Clerk, Kimberly Pierson

#### 4) Approval of Agenda

Director Briseño offered the motion, seconded by Director Starnes to approve the agenda with the following changes: remove items 8.4-8.7. Motion passed.

#### 5) Public Comment: None

(Note: For matters not otherwise listed on this agenda. The Board of Directors welcomes your comments under this section but is prohibited by State Law from discussing items not listed on the agenda. Your item will be taken under consideration and may be referred to Board of Directors Committee(s) and/or Staff.) To provide an opportunity for all members of the public who wish to address the Board, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization.

#### 6) Committee Updates-None

The Chairperson for Standing Committees will provide any updates to the full board.

Director Briseño announced the ribbon cutting for the Disc Golf course scheduled for next month.

#### 7) Consent Calendar

Items listed on the consent calendar are considered routine in nature and may be enacted by one motion. If discussion is required, that item will be removed from the consent calendar and will be considered separately.





Public Comment-None

Approve Board Minutes – August 8, 2024

Director Briseño offered the motion, seconded by Director Starnes to approve the consent calendar. Motion passed.

**8) Action Items:**

**8.1 Discussion and Possible Action on General Manager Recommendations for the Disposition and Use of McIntyre Ranch (Lanusse)**

General Manager Lanusse went over three possible options for the property. After discussion, Director Briseño offered the motion, seconded by Director Starnes directing the General Manager and staff to work on a two prong approach- (1) start discussions with the City of Vallejo regarding a land swap and (2) contact a realtor to begin the process to sell the property, including getting an appraisal. Motion passed.

**8.2 Discussion and Possible Action on General Manager Goal Setting Proposal from Daniel Keen Consulting (Chairperson Aliga)**

Daneil Keen attended the meeting virtually. After a brief discussion Director Briseño offered the motion, seconded by Director Judt to accept the proposal. Motion passed.

**8.3 Approval for Interested Board Members to attend the 2024 Special District Leadership Conference in San Rafael on November 3-6, 2024 (Lanusse)**

Director Starnes offered the motion, seconded by Director Briseño to approve any board members who would like to attend the 2024 Special District Leadership Conference. They will need to let the Board Clerk know before the Oct. 13<sup>th</sup> early registration deadline. Motion passed.

~~**8.4 Approve Changes to Policy 2015 – Hours of Work and Overtime (Sorvari)**~~

~~**8.5 Approve Changes to Rule and Regulation 2015 – Hours of Work and Overtime (Sorvari)**~~

~~**8.6 Approve Changes to Policy 2280 – Volunteer Services (Sorvari)**~~

~~**8.7 Approve Changes to Rule and Regulation 2280 – Volunteer Services (Sorvari)**~~

~~**8.8 Approve Changes to Policy 1020 – Conflict of Interest (Sorvari)**~~

Director Briseño offered the motion, seconded by Director Judt to approve changes to Policy 1020-Conflict of Interest. Motion passed.

**9) Financials:**

**Adopt Resolution 2024-04 Establishing Accounting and Financial Reporting Thresholds for Leases and Subscription-Based Technology Agreements (Parkhurst)**



Director Starnes offered the motion, seconded by Director Briseño to Adopt Resolution 2024-04 with one minor change: remove the > symbol from the last paragraph. Roll Call Vote: Ayes: Noes: Absent: Abstain: Motion passed.

## **10) Staff Updates**

### **Public Comment-None**

#### **10.1 General Manager**

- Announced GVRD received a 98/100 score on the recent CAPRI visit.
- Provided an update on the progress of the use agreement with VCUSD.
- Announced he will provide three usage options for both the Crest Ranch and Colusa Street properties at future board meetings.

#### **10.2 Recreation Services Director**

- Thanked the board for attending the 80<sup>th</sup> Anniversary event.
- Announced the Fall/Winter Activity Guide will be on the website Friday.
- Provided an update on changes to the EXLP program. Now available at 16 school sites.
- Announced Katherine Marsden was Guard of the Week for her energetic instruction and patience with the 4–5-year-old swim lessons.

#### **10.3 Parks and Facilities Director**

- Announced the upcoming Ribbon Cutting for the Hanns Disc Golf Course.
- Provided an update on River Park cleanup.
- Provided an update on a recent fire at Richardson Park.
- Announced the Colusa Street building has been vacated. There has been some interest from a few other potential tenants.

#### **10.4 Human Resources Director**

- Announced her upcoming 1 year employment anniversary.
- Provided an update on prioritizing policy revisions.

#### **10.5 Finance Director**

- Provided an update on the audit status for FY 2021-22-announced a goal to complete as soon as possible.
- Announced that recent access was granted to Solano County's online reporting portal. This will allow access to more information and is a win for the finance department.
- Provided an update on the status of the June financials. The goal was to provide them at this meeting, working to get them out as soon as possible.
- Provided an update on the current payroll model. It's proving to be sustainable for the short term.

## **11) Announcements and Comments from Board Members**

Director Aliga announced he will be on vacation Nov. 1-8<sup>th</sup>.



Legal Counsel announced he will be unavailable for the Sept. 12<sup>th</sup> meeting. Director Briseño thanked GVRD staff for coming to the Soltrans Block Party last week. He also announced an upcoming event next Thursday in downtown Vallejo.

- 12) Executive Session-** at 8:02pm Chairperson Aliga convened to executive session. Public Comment-None  
**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**, pursuant to Government Code section 54957  
Title: General Manager  
at 8:12pm Chairperson Aliga re-convened to regular session and reported the following: Direction given.
- 13) Meeting Adjourn**  
Director Starnes offered the motion, seconded by Director Aliga to adjourn the meeting at 8:13pm. Motion passed.

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**Tom Starnes, Board Secretary**



# Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles by providing safe parks and innovative and fun recreation programs for all residents.

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Thomas Judt  
Tom Starnes

## GENERAL MANAGER

Gabe Lanusse

### Budget and Finance Committee – Meeting Minutes Tuesday, August 20, 2024 1:00 p.m. Administrative Office – Board Room 401 Amador Street

**In attendance:** Director Starnes, Director Briseño, General Manager Lanusse, Finance Director Parkhurst, Director Judt attended as an observer and did not participate in the meeting

#### Meeting began: 1:00 P.M.

#### 1. Public Comment.

There was one public attendee present at this meeting.

#### 2. FY21-22 Audit

Director Parkhurst gave a summary of the FY21-22 Audit Status. Overall, momentum has picked back up on both sides for the audit. Additional items were added to the request list. Director Parkhurst made note that some of these items were pre-existing, but not clearly identified by auditing firm in previous communications. Director Starnes questioned if such a delay is common with these audits and expressed concern in the delay of responses from the auditors. Director Parkhurst and General Manager Lanusse discussed some of the delays experienced with this audit process. Director Parkhurst spoke to managing future audit engagements to have more abbreviated and appropriate timelines.

Director Parkhurst Discussed GASB87 filing requirements and the need for the Resolution to set material lease amounts for GASB87 filing is needed.

#### 3. Finance Workload and Capacity

Director Parkhurst discussed the current team “roster” for the Finance Department. He also discussed the progress of creating a new job title and description of a Payroll “Specialist” and why there is a need to change the current job title of Accounting Clerk II. Director Brisenno questioned the reasoning behind not posting the job as soon as it was known there would be a vacancy. He showed concern with the length between the district being aware of the vacancy and the timeline to post and fill the position. General Manage Lanusse discussed guidelines and restrictions around filling a permanent position within the



CalPERS and represented aspects. Director Starnes sought clarity on plan for outsourced members of the team. He wanted to make sure there was a plan to eventually become independent of outsourced assistance to address the everyday workload.

Director Parkhurst Discussed status of June 30 Preliminary Financials. Director Briseno expressed his desire to see financial reports to be up to date. Director Parkhurst explained that June 30<sup>th</sup> financials are also the year end financials. This process takes longer than non-year-end months for GVRD staff and other agencies such as the County. Vital information from these other agencies is delayed as well. Director Parkhurst also announced the improved relations with the Solano County Staff and the accomplishment of gaining access to the County's reporting software through their access portal. Director Starnes suggested that these types of "wins" are shared with the Board just as much as the challenges.

**4. Meeting Adjourned:** Meeting adjourned at 1:38pm



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## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Thomas Judt  
Tom Starnes

## GENERAL MANAGER

Gabe Lanusse

**Facility and Development Committee Minutes-Special Meeting**  
**Wednesday, August 21, 2024**  
**1:30 p.m.**  
**Administrative Office-Board Room**  
**401 Amador Street**

**In attendance:** Director Briseño, Director Starnes, General Manager Lanusse, Parks and Facilities Director Nuño, Director Judt attended as an observer and did not participate in the meeting

Meeting began: 1:30 PM

**1. Public Comment**

No public comment.

**2. Presentation by Everwatt: Energy Efficient Upgrades:**

Representative of Everwatt did a presentation on the energy efficient upgrades for Dan Foley soccer and baseball field lighting.

**3. Hanns Park-Disc Golf Ribbon Cutting:**

General Manager Lanusse reported that the disc golf ribbon cutting is scheduled for September 10<sup>th</sup> at 4pm. The welcome sign is completed and the disc golf group that helped with this project will be there for the ribbon cutting. Staff reported that there was a delay for the ribbon cutting due to the upgrades done on the stairways and ADA upgrades by the restrooms and working with the disc golf group finalizing the list of the labor unions that contributed to this project. The Committee recommends doing the ribbon cutting without further delay to show the Community the great things GVRD is doing.

**4. South Vallejo Community Center Charging Stations (City of Vallejo Project)**

Parks and Facilities Director Nuño reported that the project continues to move forward; the contractor is working on the ADA upgrades on the sidewalk near the charging stations. Recently the charging stations were vandalized, and all the wiring was stolen. The Committee suggested to talk to the City about the possibility to install cameras to monitor closely.



**5. Franklin Prop. 68 Project:**

Parks and Facilities Nuño reported that staff has been working with our legal counsel and are very close to complete the RFP and should go out soon. This grant funding is to do upgrades on the grass areas not for the GYM. The Committee suggested to check with the State to see if the staff time could be reimbursed from this grant funding.

**6. Lake Dalwigk Park Improvements:**

Parks and Facilities Director Nuño reported that the contractor continues making progress; they are working on the electrical for the lights; and the landscape contractor will start soon on the irrigation and the installation of the new landscape plants. Once this project is completed, the City would coordinate the ribbon cutting event.

**7. Meeting Adjourn:** Adjourned at 2:20 PM



# Greater Vallejo Recreation District

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recreation programs for all residents.

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Thomas Judt  
Tom Starnes

## GENERAL MANAGER

Gabe Lanusse

### Policies and Personnel Committee Minutes Thursday, August 22, 2024 3:30 p.m. Administrative Office-Board Room 401 Amador Street

**In Attendance:** Director Aliga, Director Judt, Legal Counsel, Andrew Shen, General Manager, Gabe Lanusse, and Human Resources Director, Lisa Sorvari

**Meeting Began:** 3:31 pm

#### 1. Public Comment

None.

#### 2. Policy Review:

##### Policy 1020 Conflict of Interest

- Legal explained the requirement of state law to review the policy on an annual basis and explained the difference between full disclosure and limited disclosure.
- Director Judt recommended the Project Manager position stay in the policy unless the General Manger wants to put before the board to eliminate the position. Director Judt asked if the policy is required to include the number of positions and legal said he would check with the Clerk of the Board to see if they are required.
- Next Steps: HR Director will make recommended changes and present to the full board of directors.

##### Policy 2015, Hours of Work-Overtime

- Director Judt asked if the policy mirrors the MOU; HR Director will check.
- HR director explained "required by law" was removed from the policy because public employers are exempt from some labor codes.
- Director Judt asked how the District ensures staff take their breaks and lunch periods and HR Director explained she added a statement on the timesheet that reads "By signing this timesheet, I affirm that I have reported my time accurately and have taken my breaks and lunch periods".





- Next Steps: HR Director will make sure the policy has similar verbiage as the MOUs and add language that the policy is applicable to hourly employees or as needed in a current bargaining agreement.

#### Rules & Regulations, 2015, Hours of Work-Overtime

- Director Judt asked about adding breaks to the timesheet and HR Director explained staff record in/out times and breaks are paid. HR explained that employees acknowledge that they have reported the correct time and taken their breaks and meal periods every time they sign the timesheets.
- Next Steps: HR Director will make sure the R&R mirrors the MOUs.

#### Policy 2280, Volunteer Services

- HR Director explained that the child abuse neglect and reporting training requirement was added. Director Aliga asked about other training requirements and General Manager explained there are safety and job-specific training.
- HR Director confirmed volunteers are covered under GVRD's workers compensation insurance policy.

#### Rules & Regulations, 2280, Volunteer Services

- Director Judt asked why parent volunteers in the sports program are exempt from the fingerprint requirement.
- Legal explained that timesheets should be required only to track if volunteers are receiving school credit or community services credit.
- Next Steps: HR Director will research why parents are excluded from background checks and why the R&R states volunteers complete the same timesheets as employees.

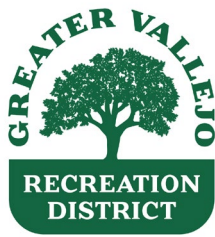
### 3. Discussion Items:

- Should policies and RR be reviewed by the P&P Committee and department-specific committee?
  - The General Manager explained the background regarding issues created when certain policies were not reviewed by the special Committees.
  - HR explained that the flowchart called "How to Change a Policy" was included in the Committee packet so the Committee could review the current process when discussing policy/R&R review and approvals.
  - HR Director explained if policies were reviewed by specialized Committee, the Committee would have the background about an issue and have the knowledge when a policy/RR is presented to the full Board of Directors.
  - Director Judt suggested the Committee vet all policies to determine if they should be reviewed by another Committee, but



- that the General Manager should present his recommendation on whether they should be reviewed by the Policy Committee first. Director Aliga agreed.
- Director Aliga and Director Judt agreed they could keep track of where the policies/RR go after the Policy Committee, and HR Director let them know she already has a tracking spreadsheet.
- Should GVRD have an employee handbook?
  - Legal recommended the Committee discuss creating an employee handbook instead of having employee and labor-related policies in the Policy Manual.
  - The employee handbook would not require board approval but could be reviewed by the Policy Committee on an annual basis. Certain policies may need to be approved by the full board.
  - Legal reminded the Committee that HR-related policies change frequently and there are multiple policies that were reviewed by Committee years ago and no action has been taken.
  - Director Judt and Director Aliga said they would agree to an employee handbook but would like to see what policies are included in a handbook.
- Next Steps: HR Director will include a list of policies included in an employee handbook and the policy tracking spreadsheet in the next Committee packet.

Meeting Adjourned: 4:40 pm



## Agenda 9

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### BOARD COMMUNICATION

Date: September 12, 2024

**TO: Board Chairperson and Directors**

**FROM: Gabe Lanusse, General Manager**

**SUBJECT: Colusa Street Property**

#### **BACKGROUND AND DISCUSSION**

The Colusa Street property was purchased with the intention of using it as a corporation yard. It is situated between two churches, the Vallejo Police Officers union, a used car lot, single family homes, and an apartment complex. After the purchase, many upgrades were brought to the attention of GVRD that would need to be performed to bring it up to current codes for the new use. Some of these items had been communicated to the previous General Manager, as not being necessary. It wasn't until after the purchase, abatement, and design work were completed that items that were not originally required, became required.

The site also would have needed more funding than originally predicted to bring the site to its new purpose. Originally GVRD was told a fire suppression system would not be required. During the plan check review, it was told to GVRD that a fire suppression would indeed be required.

The building, although larger than current facilities would still not be adequate to house all the rolling stock located at the Richardson yard. The building then became a warehouse for GVRD.

In 2018, BattleBots lost their lease on Mare Island and requested to lease the Colusa property. As their outreach, science, math and other S.T.E.M. subjects would lend itself to exposing students to these sciences, and a triple net lease was granted at \$5,500 dollars per month. Now the building is vacant, and GVRD is examining options for the building. With the current financials, it does behoove the board to consider short term time frames as well as long term time frames and goals.

The Board of Directors did not go into discussion regarding possibilities but gave direction to the General Manager to provide three (3) possibilities for the future of the property. After review of the history, and discussion with staff regarding costs and details, the GM provides the following three options:

1. Retain the property with sole use
2. Retain the property, and sub divide with a tenant
3. Sell the property

## **1. Retain the property with sole use**

One possibility is to keep the property under GVRD ownership. If we do, these are the following concepts that staff have proposed:

- Storage/warehouse for supplies. The location is ideal, as it is situated near the main offices, and centrally located in Vallejo.
- Develop as a youth center
- Develop as a recreation center
- Develop with pickleball/basketball courts.
- Lease out to an organization with the same mission as GVRD. The past rent for the facility was \$5,775/month plus all utilities. Current market rate would potentially be much higher. We could also create a lease where the tenant could have a reduced rate but would be responsible for updates and improvements to the building at their expense. An example of this would be the Santa Clara Soccer Club. They took over a public field, developed a club house, and manage the soccer field with a revenue share. We may be able to repeat a similar model here.

A total cost of upgrades for GVRD internal use has not been developed yet, as there are many options to pursue. Some items to consider include:

- Developing sports courts would require structural expenses to raise lights, and load bearing supports. The current ceiling height at the property is 12 feet. This height is a limiting factor for sports and would need to be increased to a minimum of 18 feet (preferably 20 feet) for pickleball and 22.96 feet (preferably 25 feet) for basketball. Actual cost would need to be determined.
- Upgrades needed for intended public use would be all the restrooms. This cost would be approximately \$350,000 to \$450,00
- The heating would have to be upgraded, and there is no air conditioning for the building to keep the interior cool.
- Staffing the facility would also depend on direction of use, hours of operation, and other related aspects.
- If the facility were to be managed by a third party, a study of costs, revenue sharing, and other related/negotiated aspects would be researched.

Again, specific use would dictate direct and indirect costs to the district, which would require a study.

## **2. Retain the property, and sub divide with a tenant**

Space and storage are at a premium throughout the District. Staff and I believe that subdividing the building would help with two items. First, having a centrally located storage area. Second, sharing the space with a tenant that can assist with funding repairs, utilizing the space, and having a presence when we are not on site.

Revenue would be based on multiple factors, such as amount of space, agreement on sharing improvement costs, mission alignment, fair market value for rent. Proportions of area to be divided would also be discussed. Staff have not devised a firm line of 50/50 split of the building.

Alterations of the cost, depending on tenant, would also incur costs yet to be determined.

## **3. Sell the property**

The property was purchased in 2014 for \$600,000 with general fund monies. An additional \$200,000 was expended for improvements, designs and abatements. The property is zoned for mixed commercial residential use. A market value was prepared a few years ago by our purchasing agent. This was at a time when interest rates were less than 4%. At that time the value was estimated at \$1,000,000. We would need to obtain a current appraisal. Funds from the sale of this property would need to be returned to the general fund.

If the board decides to move forward with selling the property, the first step would be to declare surplus property.

## **RECOMMENDATION**

The Board to discuss and narrow down their choice, or provide an option not listed above.

## **FISCAL IMPACT**

For option one, it would need to be establish the use, and then staff can pursue a financial plan with estimated costs related to the desired use.

For option two, designated areas for the District to maintain would need to be identified, then reach out to develop a partnership for the rest of the site in order to establish rent and associated costs.

Option three would provide one time revenue, but fees would be incurred with the cost of selling the property. Selling the property "as is" would reduce extra costs, but also reduce the possibility of more income.

## **ALTERNATIVES CONSIDERED**

To be determined by Board of Directors

**ENVIRONMENTAL REVIEW**

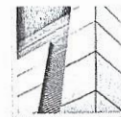
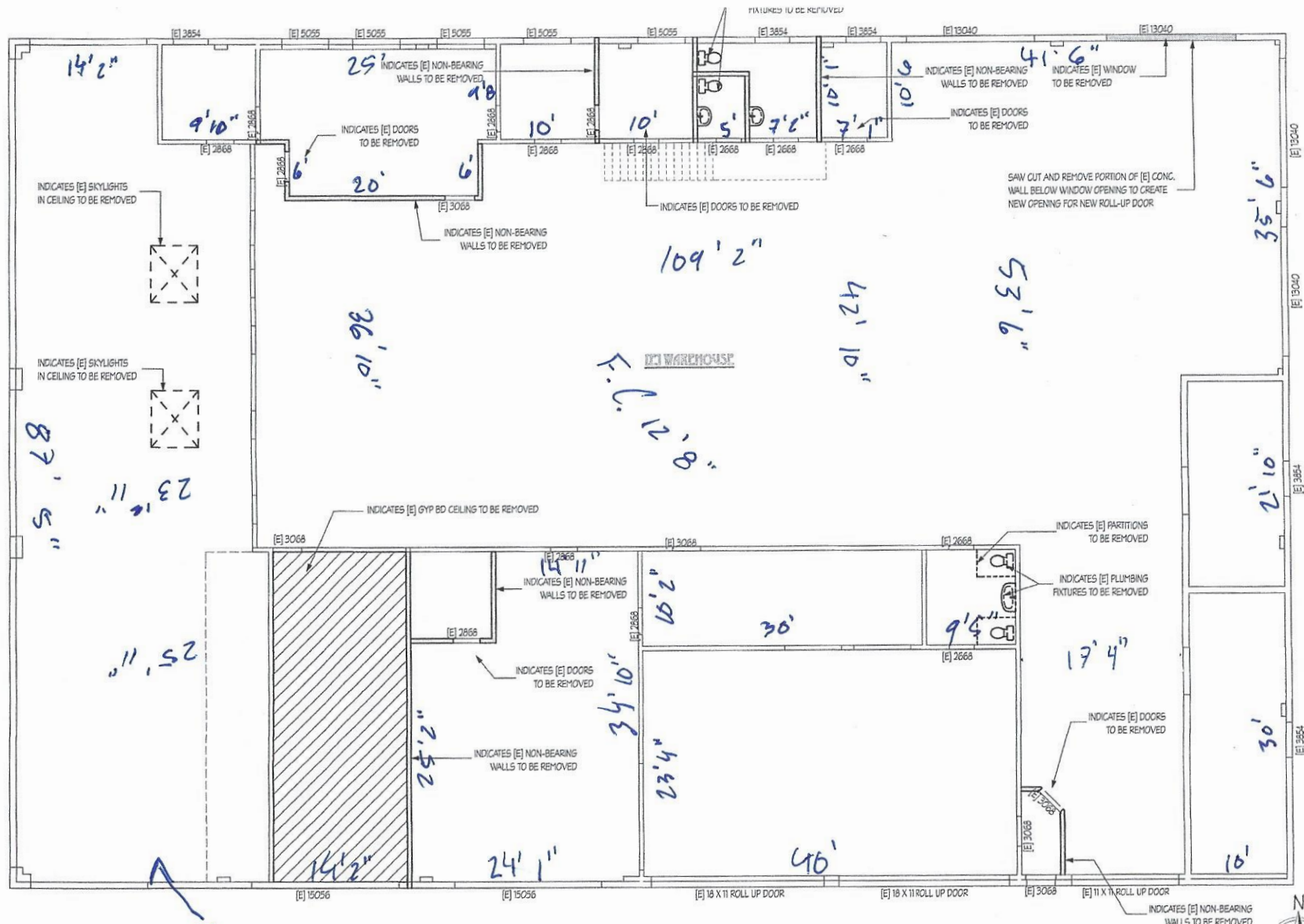
NA.

**PROPOSED ACTION**

Narrow down selection

**DOCUMENTS AVAILABLE FOR REVIEW**

Attachment "A" Diagram of Colusa Street

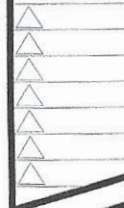


P.D.  
Designers

JJ  
JJ  
Paul D. The  
Architect

4171 Suisun Walk  
Suite 111  
Fairfield, CA 94504  
707.864.6986 Fax Bl  
www.PDFDesign.com

Revisor



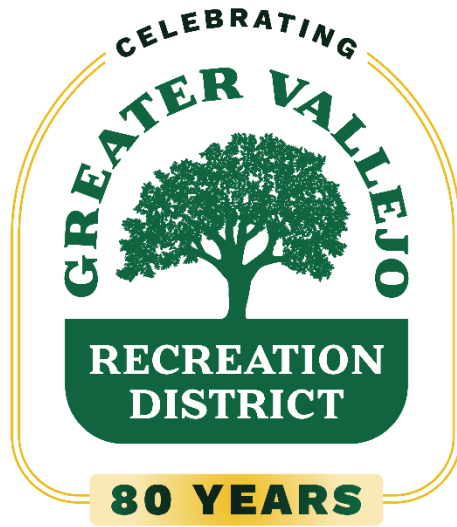
**STREET REHAB**  
-LEJO RECREATION DISTRICT

**Check Register Report**  
**Greater Vallejo Recreation District**  
**For July 2024**

Check Number	Date	Payee Name	Amount	Description
72520	07/23/2024	P G & E	\$23,683.13	
72518	07/22/2024	US Bank Corporate Payment System	\$14,995.08	CalCard Master Statement Payment
72526	07/23/2024	Renne Public Law Group LLP	\$11,880.75	District Legal Counsel
72474	07/10/2024	Anthem Sports, LLC	\$8,502.23	
72528	07/25/2024	Metropolitan Life Insurance Company	\$7,350.68	Employee Life, Dental & Vision Premium
72508	07/19/2024	P G & E	\$7,144.81	
72562	07/31/2024	Commercial Energy Of Montana	\$5,315.40	Energy Service - Cunningham Pool
72479	07/12/2024	Lakeview Consulting LLC	\$4,640.00	Finance Consulting
72565	07/31/2024	Imperial Sprinkler Supply	\$4,416.63	
72554	07/31/2024	CARPD	\$3,500.00	
72523	07/23/2024	Cougar Mountain Software	\$3,086.49	
72504	07/18/2024	Security Enforcement Alliance	\$2,567.00	Security Services - Park Lock Ups & Center Events
72481	07/12/2024	Groove Ride	\$1,870.00	
72577	07/31/2024	David Robinson	\$1,870.00	
72519	07/22/2024	GreatAmerica Financial Services	\$1,852.63	Lease: District Copiers/ Printers
72527	07/25/2024	Joe Lucero	\$1,800.00	
72563	07/31/2024	Commercial Pool Systems, Inc	\$1,023.72	
72524	07/23/2024	Steve Landaker	\$1,000.00	
72575	07/31/2024	Vortex Aquatic Structures	\$950.30	
72522	07/23/2024	Angelito Or Loana Claudio	\$889.00	Leisure Service Contract Instructor
72533	07/29/2024	Betty DalPorto	\$863.73	Retiree Benefit Stipend - Thru April 2025
72525	07/23/2024	Calvin McCullough Jr.	\$840.00	Leisure Service Contract Instructor
72559	07/31/2024	Brady Industries	\$808.87	
72532	07/29/2024	Richard Conzelmann	\$760.78	Retiree Benefit Stipend
72484	07/15/2024	Socorro Agustin	\$750.00	
72495	07/15/2024	Celina Ramos	\$750.00	
72497	07/15/2024	Juan Salvador	\$750.00	
72570	07/31/2024	Hector Renderos	\$750.00	
72517	07/22/2024	Victor Wallace	\$720.00	Leisure Service Contract Instructor
72482	07/12/2024	Steve Landaker	\$700.00	
72576	07/31/2024	Calmat Co Dba Vulcan Materials Co	\$644.60	
72486	07/15/2024	Justin Paul Calonia	\$600.00	
72567	07/31/2024	Minuteman Press	\$510.29	
72561	07/31/2024	C-DAT	\$507.00	
72507	07/19/2024	Bert Williams & Sons Inc	\$485.45	
72574	07/31/2024	Utility Cost Management LLC	\$472.19	
72514	07/19/2024	Jesus Segura	\$450.00	
72503	07/18/2024	NuCO2	\$445.77	
72515	07/19/2024	Syber Fiber	\$444.00	Internet Provider: Administration & Other Locations
72535	07/29/2024	David Flowers	\$432.00	Retiree Benefit Stipend
72537	07/29/2024	Penny Harman	\$430.08	Retiree Benefit Stipend
72500	07/18/2024	All Star Rents	\$426.30	
72491	07/15/2024	Daniel Madrigal	\$400.00	
72509	07/19/2024	Laura Augustus	\$380.00	
72564	07/31/2024	Dependable Septic System, Inc	\$370.00	
72571	07/31/2024	Monique Rutherford	\$350.00	
72475	07/12/2024	State Of California	\$320.00	
72558	07/31/2024	Big Creek Lumber & Building Materials	\$310.03	
72569	07/31/2024	R & D Termite And Pest Control	\$310.00	
72560	07/31/2024	AT&T	\$295.00	Phone Lines: Alarm Multiple Locations
72553	07/31/2024	Bert Williams & Sons Inc	\$292.44	
72493	07/15/2024	Jaime Neves	\$292.00	
72548	07/29/2024	Anita Sailas	\$278.79	Retiree Benefit Stipend
72572	07/31/2024	Teletrac Navman US Ltd.	\$276.00	District Fleet Maintenance & Tracking Software
72529	07/29/2024	Eileen Brown	\$275.00	Retiree Benefit Stipend
72541	07/29/2024	Roger Maryatt	\$275.00	Retiree Benefit Stipend
72543	07/29/2024	Randy Nicks	\$275.00	Retiree Benefit Stipend



Check Number	Date	Payee Name	Amount	Description
72490	07/15/2024	Georgette Ligons	\$267.00	
72478	07/12/2024	AT&T	\$262.46	Phone Lines: Alarm Multiple Locations
72539	07/29/2024	Jerome Lohr	\$258.17	Retiree Benefit Stipend
72502	07/18/2024	Virlynda Luciano	\$228.90	Leisure Service Contract Instructor
72496	07/15/2024	Juliann Robinson	\$224.00	
72516	07/19/2024	SuArra West	\$217.50	
72476	07/12/2024	AAA Business Supplies & Interiors	\$217.41	
72557	07/31/2024	American Sanitation Inc	\$216.21	
72538	07/29/2024	Cynthia Hewitt	\$208.52	Retiree Benefit Stipend
72511	07/19/2024	Emily Borland-Wong	\$190.00	
72513	07/19/2024	Rosa Nelson	\$190.00	
72530	07/29/2024	Deberah Carey	\$167.79	Retiree Benefit Stipend
72531	07/29/2024	Kerry Carmody	\$167.79	Retiree Benefit Stipend
72534	07/29/2024	Jose Famalette	\$167.79	Retiree Benefit Stipend
72536	07/29/2024	Patricia Gloyd	\$167.79	Retiree Benefit Stipend
72540	07/29/2024	Prisco Manglona	\$167.79	Retiree Benefit Stipend
72542	07/29/2024	Jeremias Morgado	\$167.79	Retiree Benefit Stipend
72544	07/29/2024	Nancy Ortiz	\$167.79	Retiree Benefit Stipend
72545	07/29/2024	Steve Pressley	\$167.79	Retiree Benefit Stipend
72546	07/29/2024	Francis Radziejewicz	\$167.79	Retiree Benefit Stipend
72547	07/29/2024	Joan Russell	\$167.79	Retiree Benefit Stipend
72549	07/29/2024	Barbara Schmidt	\$167.79	Retiree Benefit Stipend
72550	07/29/2024	Audrey Tucker	\$167.79	Retiree Benefit Stipend
72551	07/29/2024	Adeline Varni	\$167.79	Retiree Benefit Stipend
72573	07/31/2024	Tanya Thornhill	\$160.00	
72552	07/31/2024	Bayshore Materials	\$157.21	
72566	07/31/2024	M & M Sanitary LLC	\$150.22	
72489	07/15/2024	Roxana Leiva	\$121.00	
72494	07/15/2024	Oswaldo Padilla	\$108.00	
72477	07/12/2024	Big Creek Lumber & Building Materials	\$107.21	
72506	07/18/2024	Lisa Sorvari	\$105.95	Executive Staff-Retirement gift for Betty D.
72512	07/19/2024	Juana Furman Mendoza	\$79.90	
72510	07/19/2024	Ifetayo Azibo	\$70.00	
72556	07/31/2024	Alhambra	\$67.44	
72492	07/15/2024	Maya Moten	\$65.00	
72521	07/23/2024	AT&T	\$53.50	Phone Lines: Alarm Multiple Locations
72483	07/12/2024	Emely Mendez	\$51.00	
72485	07/15/2024	Rodelyn Arevalo	\$50.00	
72487	07/15/2024	Ejelyn Gonzales	\$50.00	
72498	07/15/2024	Antar Williams	\$50.00	
72568	07/31/2024	Quench USA, Inc.	\$49.39	
72499	07/15/2024	Lorraine Williams	\$30.00	
72555	07/31/2024	P G & E	\$24.97	
72501	07/18/2024	Big Creek Lumber & Building Materials	\$24.94	
72488	07/15/2024	Harold Jenkins	\$24.00	
72505	07/18/2024	Tyese M Wortham	\$14.40	Leisure Service Contract Instructor
72480	07/12/2024	Veritiv Operating Company	\$8.19	
		<b>Total Checks</b>	<b>\$132,861.93</b>	

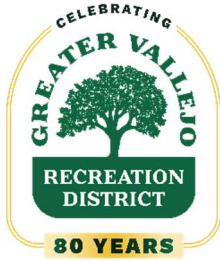


**GREATER VALLEJO RECREATION DISTRICT**

**PRELIMINARY FINANCIAL REPORT**

**AS OF**

**June 30, 2024**



**Greater Vallejo Recreation District  
Preliminary Balance Sheet Year-to-Date  
as of June 30, 2024  
All Funds Combined**

**Assets**

Cash - Solano County	1,388,322	
Cash - General Account - Bank of the West	553,563	
Cash - Payroll Account - Bank of the West	6,157	
Cash - Umpqua Bank Account	1,680,301	
Cash - Retiree Benefit Trust Fund	1,298,520	
Accounts Receivable	225,614	
<b>Total Assets</b>		<b><u>5,152,477</u></b>

**Liabilities**

Accounts Payable	84,875	
Payroll Related Payables	290,766	
Building Deposits Payable	36,923	
Amount Due Customers - Etrak	4,096	
<b>Total Liabilities</b>		<b><u>416,660</u></b>

**Net Assets**

Fund Balance- Unrestricted Operating Reserve	4,135,408	
Fund Balance - Restricted Retiree Benefit	1,298,520	
Fund Balance - Designated Reserve 15%	1,764,547	
Excess Revenues Over Expenses	(2,462,658)	
<b>Total Net Assets</b>		<b><u>4,735,817</u></b>

<b>Total Liabilities and Net Assets</b>		<b><u>5,152,477</u></b>
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Greater Vallejo Recreation District  
Preliminary Budget to Actuals by Category  
General Fund and  
Measure K Combined  
As of June 30, 2024  
100% of Fiscal Year

Revenue/ Expense Category	FY 22/23 Year-End Actual (Unaudited)	FY 23/24 Original Adopted Budget	FY 23/24 Budget Amendments	FY 23/24 Amended Budget	FY 23/24 Actuals thru 06/30/24 - Preliminary	FY 23/24 Budget Remaining	FY 23/24 Budget % Rcvd/Used	FY 23/24 Projected Actuals
<b>General Fund Revenue</b>								
Property Taxes	5,925,147	6,256,773	(197,614)	6,059,159	5,833,217	225,942	96.27%	5,833,217
Intergovernmental Revenue	414,762	703,100	239,690	942,790	664,152	278,638	70.45%	664,152
Charges for Services	918,850	956,420	23,300	979,720	866,125	113,595	88.41%	866,125
Rents: Use of Facilities/Equipment	643,854	626,083	18,700	644,783	681,764	(36,981)	105.74%	681,764
Use of Money & Property (Contract Rents,Leases, Int Income)	186,353	142,796	0	142,796	186,079	(43,283)	130.31%	186,079
Grants	0	0	927,952	927,952	250,000	677,952	26.94%	250,000
Donations	491	5,500	0	5,500	300	5,200	5.45%	300
Other Revenue	98,263	3,680,090	(3,640,000)	40,090	183,980	(143,890)	458.92%	183,980
<b>Total General Fund Revenue</b>	<b>8,187,720</b>	<b>12,370,762</b>	<b>(2,627,972)</b>	<b>9,742,790</b>	<b>8,665,617</b>	<b>1,077,173</b>	<b>88.94%</b>	<b>8,665,617</b>
Full-Time Salaries	2,674,658	2,991,204	37,722	3,028,926	3,062,746	(33,820)	101.12%	3,062,746
Part-Time Salaries	1,267,555	1,198,911	59,928	1,258,839	1,611,914	(353,075)	128.05%	1,611,914
Non-Retirement Employee Benefits	874,253	954,207	77,790	1,031,997	933,270	98,727	90.43%	933,270
CalPERS	752,783	751,299	11,815	763,114	149,683	613,431	19.61%	149,683
Services & Supplies	1,306,737	1,574,858	65,500	1,640,358	1,359,968	280,390	82.91%	1,359,968
Computer Services, Software & Equipment	98,837	104,401	500	104,901	111,766	(6,865)	106.54%	111,766
County Tax Collection Fee	66,054	80,000	0	80,000	66,364	13,636	82.96%	66,364
Professional Services	423,488	275,608	1,000	276,608	537,633	(261,025)	194.37%	537,633
Facilities Maintenance Expense	14,500	85,000	641,376	726,376	517,345	209,031	71.22%	517,345
Other Post Employment Benefit (OPEB)	0	50,000	(50,000)	0	0	0	0.00%	0
Transfer to Debt Service (POB)	330,427	0	330,493	330,493	330,493	0	100.00%	330,493
<b>Total General Fund Expense</b>	<b>7,809,292</b>	<b>8,065,488</b>	<b>1,176,123</b>	<b>9,241,611</b>	<b>8,681,182</b>	<b>560,430</b>	<b>93.94%</b>	<b>8,681,182</b>
<b>Total General Fund Excess (Deficiency) of Revenue Over Expense Before Capital Outlay &amp; CIP</b>	<b>378,428</b>	<b>4,305,275</b>	<b>(3,804,096)</b>	<b>501,179</b>	<b>(15,565)</b>	<b>516,743</b>		<b>(15,565)</b>
Capital Outlay & CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,558,274	(36,236)	101.44%	2,558,274
<b>Total Capital Outlay &amp; CIP Expense</b>	<b>681,680</b>	<b>3,637,000</b>	<b>(1,114,962)</b>	<b>2,522,038</b>	<b>2,558,274</b>	<b>(36,236)</b>	<b>101.44%</b>	<b>2,558,274</b>
<b>Total General Fund Expense with Capital Outlay &amp; CIP</b>	<b>8,490,972</b>	<b>11,702,488</b>	<b>61,161</b>	<b>11,763,649</b>	<b>11,239,455</b>	<b>524,194</b>	<b>95.54%</b>	<b>11,239,455</b>
<b>Total General Fund Excess (Deficiency) of Revenue Over Expense with Capital Outlay &amp; CIP Expense</b>	<b>(303,252)</b>	<b>668,275</b>	<b>(2,689,134)</b>	<b>(2,020,859)</b>	<b>(2,573,838)</b>	<b>552,979</b>		<b>(2,573,838)</b>

Greater Vallejo Recreation District  
Preliminary Budget to Actuals by Category  
General Fund and  
Measure K Combined  
As of June 30, 2024  
100% of Fiscal Year

Revenue/ Expense Category	FY 22/23 Year-End Actual (Unaudited)	FY 23/24 Original Adopted Budget	FY 23/24 Budget Amendments	FY 23/24 Amended Budget	FY 23/24 Actuals thru 06/30/24 - Preliminary	FY 23/24 Budget Remaining	FY 23/24 Budget % Rcvd/Used	FY 23/24 Projected Actuals
<b>Measure K Revenue</b>								
Other Revenue	0	250,000	(250,000)	0	0	0	0.00%	0
Special Assessments - Measure K	2,128,094	2,130,000	(100,000)	2,030,000	2,123,335	(93,335)	104.60%	2,123,335
<b>Total Measure K Revenue</b>	<b>2,128,094</b>	<b>2,380,000</b>	<b>(350,000)</b>	<b>2,030,000</b>	<b>2,123,335</b>	<b>(93,335)</b>	<b>104.60%</b>	<b>2,123,335</b>
Part-Time Salaries	312,508	503,941	0	503,941	306,823	197,118	60.88%	306,823
Non-Retirement Employee Benefits	24,721	57,607	(6,677)	50,929	27,755	23,175	54.50%	27,755
Services & Supplies	880,214	903,300	0	903,300	871,427	31,873	96.47%	871,427
Computer Services, Software & Equipment	48,346	30,000	0	30,000	66,460	(36,460)	221.53%	66,460
Professional Services	0	2,000	0	2,000	0	2,000	0.00%	0
Measure K Refunds	0	0	0	0	6,835	(6,835)	0.00%	6,835
Facilities Maintenance Expense	569,129	561,376	(561,376)	0	(76,412)	76,412	0.00%	(76,412)
<b>Total Measure K Expense Before Capital Outlay &amp; CIP</b>	<b>1,834,918</b>	<b>2,058,224</b>	<b>(568,053)</b>	<b>1,490,170</b>	<b>1,202,887</b>	<b>287,284</b>	<b>80.72%</b>	<b>1,202,887</b>
<b>Total Measure K Excess (Deficiency) of Revenue Over Expense Before Capital Outlay &amp; CIP</b>	<b>293,176</b>	<b>321,776</b>	<b>218,053</b>	<b>539,830</b>	<b>920,448</b>	<b>(380,619)</b>		<b>920,448</b>
Capital Outlay & CIP	50,833	798,000	(257,573)	540,427	809,268	(268,841)	149.75%	809,268
<b>Total Capital Outlay &amp; CIP</b>	<b>50,833</b>	<b>798,000</b>	<b>(257,573)</b>	<b>540,427</b>	<b>809,268</b>	<b>(268,841)</b>	<b>149.75%</b>	<b>809,268</b>
<b>Total Measure K Expense with Capital Outlay &amp; CIP</b>	<b>1,885,751</b>	<b>2,856,224</b>	<b>(825,626)</b>	<b>2,030,597</b>	<b>2,012,155</b>	<b>18,443</b>	<b>99.09%</b>	<b>2,012,155</b>
<b>Total Measure K Excess (Deficiency) of Revenue Over Expense With Capital Outlay &amp; CIP</b>	<b>242,343</b>	<b>(476,224)</b>	<b>475,626</b>	<b>(597)</b>	<b>111,180</b>	<b>(111,778)</b>		<b>111,180</b>
<b>Total General Fund &amp; Measure K Combined Excess/Deficiency of Revenue Over Expense</b>	<b>(60,909)</b>	<b>192,050</b>	<b>(2,213,507)</b>	<b>(2,021,456)</b>	<b>(2,462,658)</b>	<b>441,201</b>		<b>(2,462,658)</b>

Greater Vallejo Recreation District  
Preliminary Budget to Actuals by Department  
General Fund and Measure K  
Combined - YTD  
As of June 30,2024  
100% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 06/30/24 - Preliminary	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
<b>General Fund Revenue</b>							
001-General Support & Administration	6,153,976	6,401,659	(197,614)	6,204,045	6,169,662	34,383	99.45%
<b>Total Administration &amp; General Support</b>	<b>6,153,976</b>	<b>6,401,659</b>	<b>(197,614)</b>	<b>6,204,045</b>	<b>6,169,662</b>	<b>34,383</b>	<b>99.45%</b>
301-Visitor Services	258,778	198,900	0	198,900	227,605	(28,705)	114.43%
310-Landscaping & Grounds	0	0	0	0	9,972	(9,972)	0.00%
<b>Total Parks &amp; Facilities</b>	<b>258,778</b>	<b>198,900</b>	<b>0</b>	<b>198,900</b>	<b>237,577</b>	<b>(38,677)</b>	<b>119.45%</b>
010-Recreation Administration	3,700	3,500	0	3,500	6,417	(2,917)	183.34%
415-Children's Wonderland	43,431	53,200	0	53,200	40,457	12,743	76.05%
430-Break Camp	79,772	69,740	0	69,740	103,635	(33,895)	148.60%
450-Vallejo Community Center	28,163	100,232	0	100,232	128,264	(28,032)	127.97%
451-Foley Cultural Center	270,044	199,552	0	199,552	256,517	(56,965)	128.55%
460-Sports	74,760	90,332	0	90,332	80,806	9,526	89.45%
465-Community Events	4,362	12,300	0	12,300	4,984	7,316	40.52%
480-ExLP	414,762	203,100	0	203,100	585,033	(381,933)	288.05%
481-After School Programs	435,799	339,300	0	339,300	339,917	(617)	100.18%
486-Teen Services	0	79,475	0	79,475	480	78,995	0.60%
487-Franklin Gym	0	0	52,000	52,000	0	52,000	0.00%
490-Adaptive Recreation	819	330	0	330	770	(440)	233.33%
720-North Vallejo Community Center	31,905	26,800	0	26,800	42,868	(16,068)	159.96%
721-South Vallejo Community Center	73,391	64,235	0	64,235	57,761	6,474	89.92%
730-Cunningham Pool	314,057	378,107	0	378,107	281,350	96,757	74.41%
<b>Total Recreation</b>	<b>1,774,966</b>	<b>1,620,203</b>	<b>52,000</b>	<b>1,672,203</b>	<b>1,929,259</b>	<b>(257,056)</b>	<b>115.37%</b>
906-CIP	0	4,150,000	(2,482,358)	1,667,642	329,119	1,338,523	19.74%
<b>Total CIP</b>	<b>0</b>	<b>4,150,000</b>	<b>(2,482,358)</b>	<b>1,667,642</b>	<b>329,119</b>	<b>1,338,523</b>	<b>19.74%</b>
<b>Total General Fund Revenue</b>	<b>8,187,720</b>	<b>12,370,762</b>	<b>(2,627,972)</b>	<b>9,742,790</b>	<b>8,665,617</b>	<b>1,077,173</b>	<b>88.94%</b>

Greater Vallejo Recreation District  
Preliminary Budget to Actuals by Department  
General Fund and Measure K  
Combined - YTD  
As of June 30,2024  
100% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 06/30/24 - Preliminary	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
<b>General Fund Expense</b>							
001-General Support & Administration	1,924,902	1,649,804	324,154	1,973,958	1,830,338	143,620	92.72%
007-Human Resources	382,863	395,039	20,808	415,847	343,257	72,590	82.54%
100-Finance	462,462	449,791	29,898	479,689	581,906	(102,216)	121.31%
<b>Total Administration &amp; General Support</b>	<b>2,770,227</b>	<b>2,494,634</b>	<b>374,860</b>	<b>2,869,494</b>	<b>2,755,500</b>	<b>113,994</b>	<b>96.03%</b>
200-Park Maintenance & Development	204,955	190,495	22,016	212,511	185,027	27,484	87.07%
300-Facilities	566,774	600,505	596,959	1,197,464	946,123	251,340	79.01%
301-Visitor Services	142,528	232,952	(78,696)	154,256	143,553	10,703	93.06%
310-Landscaping & Grounds	1,317,164	1,368,114	35,365	1,403,479	1,245,458	158,021	88.74%
312-McIntyre Ranch	0	50,000	0	50,000	51,794	(1,794)	103.59%
<b>Total Parks &amp; Facilities</b>	<b>2,231,421</b>	<b>2,442,066</b>	<b>575,644</b>	<b>3,017,709</b>	<b>2,571,955</b>	<b>445,754</b>	<b>85.23%</b>
010-Recreation Administration	387,501	496,175	(103,823)	392,351	420,202	(27,850)	107.10%
415-Children's Wonderland	202,883	101,126	(16,353)	84,773	156,539	(71,766)	184.66%
430-Break Camp	151,288	184,435	11,639	196,074	223,666	(27,592)	114.07%
450-Vallejo Community Center	40,208	215,162	2,904	218,066	185,220	32,846	84.94%
451-Foley Cultural Center	336,054	312,035	2,153	314,188	261,715	52,473	83.30%
460-Sports	127,833	109,543	49,981	159,524	119,681	39,843	75.02%
465-Community Events	50,132	101,394	6,237	107,631	95,831	11,801	89.04%
480-ExLP	496,493	316,780	15,412	332,192	548,669	(216,477)	165.17%
481-After School Programs	447,073	534,131	17,668	551,799	400,077	151,722	72.50%
486-Teen Services	969	62,471	4,224	66,695	12,074	54,621	18.10%
487-Franklin Gym	0	0	212,912	212,912	83,451	129,462	39.19%
490-Adaptive Recreation	2,860	34,663	1,231	35,893	9,880	26,013	27.53%
720-North Vallejo Community Center	40,527	69,285	972	70,257	77,190	(6,933)	109.87%
721-South Vallejo Community Center	64,768	69,305	972	70,277	66,026	4,251	93.95%

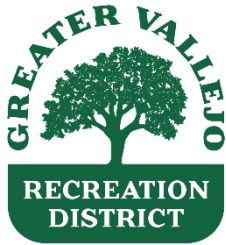
Greater Vallejo Recreation District  
Preliminary Budget to Actuals by Department  
General Fund and Measure K  
Combined - YTD  
As of June 30,2024  
100% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 06/30/24 - Preliminary	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
730-Cunningham Pool	459,052	522,283	19,492	541,775	693,506	(151,731)	128.01%
<b>Total Recreation</b>	<b>2,807,644</b>	<b>3,128,788</b>	<b>225,620</b>	<b>3,354,408</b>	<b>3,353,726</b>	<b>681</b>	<b>99.98%</b>
906-CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,558,274	(36,236)	101.44%
<b>Total CIP</b>	<b>681,680</b>	<b>3,637,000</b>	<b>(1,114,962)</b>	<b>2,522,038</b>	<b>2,558,274</b>	<b>(36,236)</b>	<b>101.44%</b>
<b>Total General Fund Expense</b>	<b>8,490,972</b>	<b>11,702,488</b>	<b>61,161</b>	<b>11,763,649</b>	<b>11,239,455</b>	<b>524,194</b>	<b>95.54%</b>
<b>Total General Fund Excess (Deficiency) of Revenue Over Expense</b>	<b>(303,252)</b>	<b>668,275</b>	<b>(2,689,134)</b>	<b>(2,020,859)</b>	<b>(2,573,838)</b>	<b>552,979</b>	
<b>Measure K Revenue</b>							
001-General Support & Administration	2,128,094	2,380,000	(350,000)	2,030,000	2,123,335	(93,335)	104.60%
<b>Total Measure K Revenue</b>	<b>2,128,094</b>	<b>2,380,000</b>	<b>(350,000)</b>	<b>2,030,000</b>	<b>2,123,335</b>	<b>(93,335)</b>	<b>104.60%</b>
<b>Measure K Expense</b>							
001-General Support & Administration	33,126	91,400	(15,000)	76,400	39,584	36,816	51.81%
100-Finance	0	2,000	0	2,000	0	2,000	0.00%
<b>Total General Support &amp; Administration</b>	<b>33,126</b>	<b>93,400</b>	<b>(15,000)</b>	<b>78,400</b>	<b>39,584</b>	<b>38,816</b>	<b>50.49%</b>
300-Facilities	879,247	889,576	(547,323)	342,253	224,566	117,687	65.61%
310-Landscaping & Grounds	196,445	266,164	(2,244)	263,920	204,191	59,730	77.37%
<b>Total Facilites</b>	<b>1,075,691</b>	<b>1,155,741</b>	<b>(549,567)</b>	<b>606,173</b>	<b>428,757</b>	<b>177,417</b>	<b>70.73%</b>
010-Recreation Administration	48,346	30,000	0	30,000	66,460	(36,460)	221.53%
415-Children's Wonderland	37,826	85,000	(1,326)	83,674	115,102	(31,428)	137.56%
450-Vallejo Community Center	25,759	17,500	0	17,500	25,998	(8,498)	148.56%
451-Foley Cultural Center	55,668	67,000	0	67,000	59,915	7,085	89.42%
460-Sports	21,321	62,900	1,642	64,542	77,199	(12,657)	119.61%
465-Community Events	983	8,960	(152)	8,808	26,623	(17,815)	302.25%
486-Teen Services	222	16,332	185	16,516	6,077	10,440	36.79%



Greater Vallejo Recreation District  
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Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 06/30/24 - Preliminary	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
490-Adaptive Recreation	80	2,790	(47)	2,743	63	2,680	2.29%
720-North Vallejo Community Center	11,996	12,800	0	12,800	11,287	1,513	88.18%
721-South Vallejo Community Center	23,298	18,800	0	18,800	20,772	(1,972)	110.49%
730-Cunningham Pool	500,601	487,001	(3,789)	483,212	325,049	158,163	67.27%
<b>Total Recreation</b>	<b>726,100</b>	<b>809,084</b>	<b>(3,486)</b>	<b>805,597</b>	<b>734,546</b>	<b>71,051</b>	<b>91.18%</b>
906-CIP	50,833	798,000	(257,573)	540,427	809,268	(268,841)	149.75%
<b>Total CIP</b>	<b>50,833</b>	<b>798,000</b>	<b>(257,573)</b>	<b>540,427</b>	<b>809,268</b>	<b>(268,841)</b>	<b>149.75%</b>
<b>Total Measure K Expense</b>	<b>1,885,751</b>	<b>2,856,224</b>	<b>(825,626)</b>	<b>2,030,597</b>	<b>2,012,155</b>	<b>18,442</b>	<b>99.09%</b>
<b>Total Measure K Excess (Deficiency) of Revenue Over Expense</b>	<b>242,343</b>	<b>(476,224)</b>	<b>475,626</b>	<b>(597)</b>	<b>111,180</b>	<b>(111,778)</b>	
<b>Total General Fund &amp; Measure K Combined Excess (Deficiency) of Revenue Over Expense</b>	<b>(60,909)</b>	<b>192,050</b>	<b>(2,213,507)</b>	<b>(2,021,456)</b>	<b>(2,462,658)</b>	<b>441,202</b>	



## General Manager Board Update

9-12-2024

- We have resubmitted the impact fee request to the City of Vallejo for the new training pool at Cunningham Aquatic Complex. We included a cover letter written by legal counsel, and copies of cancelled checks for the project, which were requested by City of Vallejo. City staff said that they will review and process.
- Staff will work with the City of Vallejo designee to develop the improvement list for future impact fee requests.
- We are working with the City regarding River Park, Carquinez park, and other parks where illegal camping has been ongoing. Thanks to the Sheriff's department and Vallejo Police and GVRD staff for assisting in this endeavor with us.
- I will not have a staff report for the Crest property at the last meeting in September. I am awaiting the transfer, then will be able to do a site visit and compile recommendations.
- We are investigating possibilities for a permanent restroom at Setterquist park.
- I am working on goals with consultant Mr. Keen.
- I have tickets to the September 19<sup>th</sup> Leadership Vallejo fundraiser at Six Flags for sale.
- We also have a GVRD employee applying for Leadership Vallejo this year.
- We are developing RFP's for fee schedule, electrification of the fleet, and Payroll/HRIS system.



## Recreation Services Board Updates

09/12/2024

### Activity Guide:



### Aquatics:

- The complex is gearing up to host water polo games for the local high schools in Vallejo and Benicia. So far there are 11 scheduled games, averaging two games a week through September.
- Our swim lessons are popular. Sessions, such as 4- and 5-year-old classes, and are almost full. We are looking into expanding sessions offered, if the demand is there and if staff can accommodate the need.
- We are working with our staff to improve our After School at the Pool program to match our Summer Camps' curriculum and structure.
- Recreation Director met with the Aquatic staff to debrief summer programs and to discuss ways to increase programming/revenue at the complex. Staff would like to increase swim lessons, add new events, birthday packages, and program offerings. Fees may need to be increased next summer as we're still priced lower than many of the neighboring cities.

### Cunningham Aquatic Complex Attendance & Rev Summary of June-August 2024

<b>Drop-in Programs</b>	<b>Attendance</b>	<b>Revenue</b>	<b>Fee</b>
Aqua Zumba	50	\$350	\$7
Lap Swim (ANR)	23	\$138	\$5
Lap Swim (AR)	668	\$3,340	\$6
Lap Swim (SR)	360	\$1,440	\$4
Lap Swim (SNR)	33	\$165	\$5
	<b>1,084</b>		
Rec Swim (SNR)	116	\$580	\$3
Rec Swim (NR0-4)	5	\$30	\$6
Rec Swim (R0-4)	179	\$580	\$2
Rec Swim (R)	1,524	\$7,620	\$5
Rec Swim (SR)	48	\$192	\$4
	<b>1,872</b>		
Water Exercise (A)	91	\$455	\$5
Water Exercise (S)	78	\$312	\$4
	<b>169</b>		
Dive-in Movie	53	\$265	\$5
<b>Total</b>	<b>3,228</b>	<b>\$15,467</b>	

<b>POS</b>	<b>Quantity</b>	<b>Revenue</b>	<b>Fee</b>
Concessions	185	\$185	\$1
Concessions	300	\$600	\$2
Concessions	47	\$141	\$3
Concessions	16	\$64	\$4
<b>Total</b>	<b>548</b>	<b>\$990</b>	

<b>Programs</b>	<b>Participants</b>	<b>Revenue</b>	<b>Fee</b>
Davey Jones	218	\$7,012	\$190R/\$220NR
Guard Start Camp	218	\$9,450	\$190R/\$220NR
Junior Guards	72	\$3,835	\$190R/\$220NR
Swim Lessons	873	\$38,260	Varies
CPR Classes (7/8)	15	\$488	\$80R/\$90NR
Lifeguard Training	14	\$1,520	\$190R/\$220NR
<b>Total</b>	<b>3,175</b>	<b>\$15,202</b>	
<b>Summer 24' Total</b>	<b>6,403</b>	<b>\$31,659</b>	

## **Community Centers:**



- Foley Cultural Community Center continues to host private events on weekends. The photo above was taken from a private event held last weekend at the facility. The facility is booked for private events all weekends in Sept.

## **Children's Wonderland, Community Events, & Adaptive Recreation (AR):**

- Event staff are working with partners to coordinate on this year's annual trick or treat lane! Last year we had outstanding attendance and hope to continue spreading the word to more organizations to make this Halloween event grander than last year. Children's Wonderland Staff is currently taking a vote on what our theme will be for this fall's haunted house!
- Staff is preparing for October's Annual Pumpkin Patch! We are working on our pumpkin order with Larry's Produce. Pumpkins will be sold all month in October and purchased during school field trips.

## **Sports/Gym:**

- GVRD will be featured in the CPRS Aging Catalog for our current programs Early Rise & Exercise, and Chicago Style Steppin', and upcoming new program Adult Pickleball League.



- The gym schedule for programming including GVRD classes, drop-in basketball, and reservations has increased; there are a total of three classes, open-gym time, user agreements, and reservations.
- Construction at Wardlaw is complete and is now open for full access of the parking lot which affected it's use by renters. Now we have a regular and re-occurring user (Vallejo United Soccer Club) who will rent out Wardlaw as their home for practices and games for the rest of the season.

### **Staffing:**

- The FT Recreation Coordinator position is frozen due to budget constraints.

### **Youth Services:**

- Youth Services continues to recruit candidates to fill vacancies in the before and after school programs.

### **Kudos:**

- I'd like to give a kudos to Adamasis Gonzales and her Assistant Coordinators for transitioning from summer camps, recruiting new candidates, and training staff to prepare them for the new school year. She and her team work tirelessly to maintain safety of the programs they oversee.



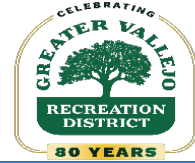
## Maintenance Department Board Update

9/12/2024

### Parks and Facilities

- BRS Park
  - Playground company replaced one of the playground slides.
- Terrace Park
  - We received our reimbursement check of \$177k from the State for the upgrades of the playground.
- McIntyre Ranch
  - Staff did a tour of the Ranch with Vallejo Project group.
- River Park
  - Staff removed trash in the park from abandoned encampments.
- Amador Bocce Ball Courts
  - We had an electrical wire theft on the lights of the courts; staff replaced the wire, and the lights are back working properly.
- North Vallejo Community Center
  - We had a water leak on the Men's restrooms during the holiday weekend; staff was able to resolve the situation with the assistance from the Recreation Department.
- Coastal Cleanup
  - This event is on September 21<sup>st</sup> from 9am-12pm. The areas in our parks that will be doing cleanups will be on Dan Foley, Hanns Park, River Park, BRS, Lake Dalwigk, Glen Cove Waterfront Park, and Delta Meadows Park.

# BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
<b>VCC HVAC</b>					
Design Phase	6/1/2023	3/31/2023	100%	<input checked="" type="checkbox"/>	Engineer completed the design. On hold until funds available.
Permit Issued	11/1/2024	3/1/2025	0%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
<b>Cunningham Pool Shade Structures</b>					
Design/Assessment Phase	1/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued			0%	<input type="checkbox"/>	Received a proposal for engineering plans; we decided to postpone until funding is available.
RFP			0%	<input type="checkbox"/>	
Build			0%	<input type="checkbox"/>	
<b>Cunningham Pool ADA Upgrades</b>					
Design Phase	11/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	City will work on finalizing the plans and making the parking lot improvements.
Permit Issued	6/1/2022	8/5/2022	100%	<input checked="" type="checkbox"/>	
RFP	6/21/2023	10/28/2023	100%	<input checked="" type="checkbox"/>	
Build	1/8/2024	2/1/2025	30%	<input type="checkbox"/>	New restrooms were completed; the rest of the work will be postponed until winter season to help with the budget.
<b>Hanns Park Disc Golf</b>					
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="checkbox"/>	
Build	10/6/2021	9/12/2024	100%	<input checked="" type="checkbox"/>	Ribbon cutting is scheduled for September 10th.



# BOARD PROJECTS UPDATE



Date

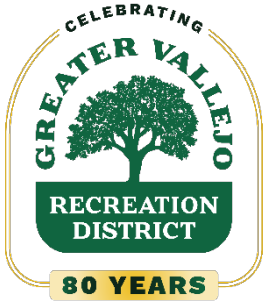
TASK	START	END	% COMPLETE	DONE	NOTES
<b>Lake Dalwigk Park Improvements</b>				<input type="radio"/>	
Design Phase	5/1/2023	10/31/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	1/5/2024	1/30/2024	100%	<input checked="" type="checkbox"/>	
RFP	1/15/2023	3/30/2024	100%	<input checked="" type="checkbox"/>	
Build	5/1/2024	10/20/2024	60%	<input type="radio"/>	The landscape company begin with the installation of the new irrigation for the new plants.
<b>Children's Wonderland Electrical Upgrade</b>					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2023	11/31/2023	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2024	10/30/2024	80%	<input type="radio"/>	Staff ordered the panel; should arrive soon.
Build	11/1/2024	2/1/2025	0%	<input type="radio"/>	
<b>North Vallejo Community Center Electrical Upgrade</b>					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2024	10/30/2024	0%	<input type="radio"/>	We received the electrical panels; staff will work on the RFP for the installation.
Build	1/1/2025	2/1/2025	0%	<input type="radio"/>	
<b>Dan Foley Cultural Center Electrical Upgrade</b>					
Design Phase	12/1/2023	3/1/2024	100%	<input checked="" type="checkbox"/>	This project is postponed until funding is available.

# BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
Permit Issued			0%	<input type="radio"/>	
RFP			0%	<input type="radio"/>	
Build			0%	<input type="radio"/>	
<b>Franklin Middle School</b>					
Prop 68 Management RFP	1/1/2024	9/15/2024	95%	<input type="radio"/>	The RFP documents were sent to our legal counsel for their review; we are planning to put out the RFP this month.
Design Phase			0%	<input type="radio"/>	
Permit Issued			0%	<input type="radio"/>	
Build			0%	<input type="radio"/>	
Portable Buildings	1/1/2024	8/30/2024	80%	<input type="radio"/>	Staff ordered parts to fix the AC on one of the portables.
<b>SVCC EV Charging Stations</b>					
Design Phase			100%	<input checked="" type="checkbox"/>	
Permit Issued			100%	<input checked="" type="checkbox"/>	
Build	5/13/2024	9/29/2024	80%	<input type="radio"/>	Contractor began with the installation; waiting on PG&E for a construction date.



## Human Resources Board Update

September 12, 2024

- **August Employee of the Month** – Jessica Blanco, Recreation Center Monitor:  
Jessica went above and beyond while working an event at the North Vallejo Community Center on a Saturday. She discovered the HVAC system was leaking water into the men’s bathroom and took preventive measures throughout the evening so event participants would not slip and fall. She informed the Parks & Facilities Director and kept him updated when she found another leak coming from the light fixture. Jose Nuno, Maintenance Specialist, was called out to assess the leak and damage. Jessica was able to get Sunday’s event moved to another center.
  
- **Congratulations Safety Committee!!**
  - We would like to recognize the following Safety Committee Members for their hard work during the last year. They helped GVRD score a 98 out of 100 points on the liability/safety insurance audit!
    - Armando Segura, Maintenance Worker II
    - Derrick Reyes, Maintenance Worker I
    - Lorelei Morehouse, Human Resources Coordinator
    - Ryan Allen, Recreation Coordinator
    - Salvador Nuno, Parks & Facilities Director
    - Teresa Evans, Recreation Administrative Assistant
  
- **District Policy Manual**
  - Discussed creating an employee handbook and removing staff policies from the policy manual during Policy and Personnel Committee meeting.
  
- **Safety**
  - Updated COVID-19 Prevention Plan
  - Assigning Defensive Driver Training to all staff who drive District vehicles



# Finance Department Board Update

*September 12, 2024*

## **FY21/22 Financial Audit Status**

- Staff is working on Remaining items (Added items and new additions).
- Staff has reached out to Auditors to Secure time on the calendar.

## **FY23/24 Fiscal Year End Close**

- Preliminary Financials for June 30, 2024. More reconciliations to be done.

## **Updates in the Finance Department**

- The District celebrated Dayna Asbury's 22<sup>nd</sup> Anniversary at GVRD. Dayna is an Accountant Clerk II in the Finance Department.
- I am allocating time towards the Budget Workbook to make sure progress continues.