



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
Stacey Kennington
Tom Starnes

GENERAL MANAGER

Gabe Lanusse

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, December 14, 2023

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) Approval of Agenda
- 4) Welcome New Board Directors -Administer Oath
- 5) Roll Call
- 6) Presentations
Introducing Marina Cruise, Recreation Coordinator (Ryans)
- 7) 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.
- 8) Committee Updates
The Chairperson for Ad-Hoc and Standing Committees will provide any updates to the full board.
- 9) 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

9.1 Approve Board Minutes – November 9, 2023

9.2 Accept Budget and Finance Committee Minutes – October 16, 2023

9.3 Accept Programs and Publicity Committee Minutes – November 7, 2023

9.4 Accept Facility and Development Committee Minutes – November 21, 2023

9.5 Accept Policies and Personnel Committee Minutes – November 27, 2023

10) Financials:

Public Comment

10.1 Accept Payment of Bills 11/1/2023 through 11/30/2023 (Parkhurst)

10.2 Discuss Fiscal Year 2023-2024 Budget Revisions (Parkhurst)

11) Action Items:

Public Comment

11.1 Adopt Resolution 2023-05 Approving the Application for Outdoor Equity Grants Program Grant Funds-North Vallejo Outdoor Teen Initiative Project (Ryans)

11.2 Adopt Resolution 2023-06 Approving the Application for Outdoor Equity Grants Program Grant Funds-Vallejo Farm to Table Youth Project (Ryans)

12) Staff Updates

Public Comment

12.1 Recreation Services Director

12.2 Parks and Facilities Director

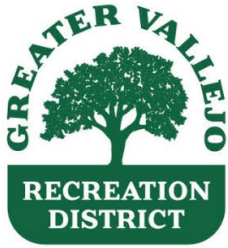
12.3 Human Resources Director

12.4 Finance Director

12.5 General Manager

13) Announcements and Comments from Board Members

14) Meeting Adjourn



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Wendell Quigley

GENERAL MANAGER

Gabe Lanusse

Greater Vallejo Recreation District Board of Directors

MINUTES

November 9, 2023 – 401 Amador Street

6:30 p.m.

1) Call to Order

Chairperson Briseño called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:30 p.m., November 9, 2023, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2) Pledge of Allegiance

Chairperson Briseño led the pledge.

3) Roll Call

Present: Chairperson Robert Briseño; Vice Chairperson Wendell Quigley, Secretary Rizal Aliga; Director Stacey Kennington

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

4) Approval of Agenda

Director Quigley offered the motion, seconded by Director Aliga to approve the agenda. Motion passed.

5) Presentations:

Lake Dalwigk Park Improvement Project- (Interwest Group)

Nicole Jules provided the board with details and timeline for the project.

6) Public Comment:

Members of the public may speak on any item not on the agenda but within the jurisdiction of the Board. Items on the agenda can be addressed at the time the matter is taken up. Each speaker is limited to 3 minutes and a spokesperson for an organization is limited to 5 minutes.

None

7) Committee Updates

The Chairperson for Ad-Hoc and Standing Committees will provide any updates to the full board.

None



8) 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

8.1 Approve Board Minutes – October 26, 2023

8.3 Accept Policies and Personnel Committee Minutes – October 23, 2023

8.4 Accept Facility and Development Committee Minutes – October 24, 2023

Director Quigley offered the motion, seconded by Director Kennington to approve the consent calendar. Motion passed.

9) Financials:

Public Comment-two speakers

9.1 Accept Finance Statement through 10/31/2023 (Parkhurst)

Director Quigley offered the motion, seconded by Director Kennington to approve the finance statement through 10/31/2023. Motion passed.

9.2 Accept Payment of Bills 10/1/2023 through 10/31/2023 (Parkhurst)

Director Quigley offered the motion, seconded by Director Kennington to approve the payment of bills 10/1/2023 through 10/31/2023. Motion passed.

10) Action Items:

Public Comment-5 Speakers 10.1

10.1 Resolution 2023-04 of The Board Of Directors of The Greater Vallejo Recreation District Declaring McIntyre Ranch as Surplus Land and Directing Staff to Explore Opportunities to Declare McIntyre Ranch as Exempt Surplus Land (Legal Counsel)

Director Quigley offered the motion, seconded by Director Kennington to approve Resolution 2023-04 Roll Call Vote: Ayes: Kennington, Aliga, Quigley, Briseño; Noes: None; Absent: None; Abstain: None. Motion passed.

10.2 Approve Final Read Policy 2030- Holidays (Sorvari)

Director Aliga offered the motion, seconded by Director Quigley to approve Policy 2030-Holidays. Motion passed.

10.3 Authorize the General Manager to award the project and enter into a contract with Construction West Services, Inc. in the amount of \$536,720 for the restroom and ADA upgrades at Cunningham Aquatic Complex (Nuño)



Director Quigley offered the motion, seconded by Director Aliga to authorize the General Manger to enter into a contract with Construction West Services, Inc in the amount of \$536,720 for the upgrades at Cunningham Aquatic Complex. Motion passed.

10.4 Approve Policy 3073- Cunningham Aquatic Complex Rules and Procedures (Sorvari)

Director Quigley offered the motion, seconded by Director Kennington to approve Policy 3073-Cunningham Aquatic Complex Rules and Procedures. Motion passed.

11) Staff Updates

Public Comment-1 Speaker

11.1 Recreation Services Director

- Thanked the board for participating in Nightmare on Glenn Street. There were 19 vendors and a record attendance of 2,291.
- Announced a partnership with Costco Vallejo and Meyer Cookware to host the annual toy giveaway.
- Provided an update on recruitment for the Franklin gym.
- Shared details for new contractor classes and gave compliments to staff.

11.2 Parks and Facilities Director

- Announced the upcoming volunteer workday at Glen Cove Waterfront Park-hosted by Vallejo Watershed Alliance and Solano Resource Conservation on November 19th.
- Gave an update on the grass field renovations, Foley artificial turf field, 395 Amador Street and the Amador Street courts.
- Announced recent attendance at an arborist training.

11.3 Human Resources Director

- Announced the Maintenance Worker I vacant position was filled last week.
- Announced changes to the staff recognition program.
- Provided an update on the status of policies 2320, 3074 and 3076.

11.4 Finance Director

- Updated the board on the status of the FY 21-22 and 22-23 Audits.
- Updated the board on FY 2023-224 Budget adjustments.
- Shared some upcoming projects for finance department.



11.5 General Manager

- Announced the December All Staff Training and Meeting.
- Updated the board on City Park outreach meetings.
- Gave details of a recent presentation made to the School Board regarding Prop. 68.
- Provided information on the upcoming City Council interviews for the two board vacancies.
- Announced the recent Solano Chapter meeting for CSDA.

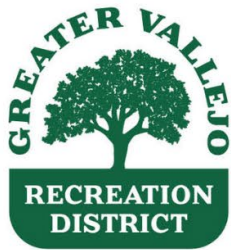
12) Announcements and Comments from Board Members

Director Quigley welcomed the Finance and HR Directors and stated that GVRD has the 'best staff'. He came compliments to department heads, General Manger, and the Board Clerk.

14) Meeting Adjourn

Director Quigley offered the motion, seconded by Director Aliga to adjourn the meeting at 8:51 p.m. Motion passed.

Rizal Aliga, Board Secretary



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Gabe Lanusse

Budget and Finance Committee – Special Meeting Minutes Monday, October 16th, 2023 6:30 p.m. Administrative Office – Board Room 401 Amador Street

In attendance: Director Briseño, Director Kennington
General Manager Lanusse, Finance Director Parkhurst

Meeting began: 6:30 p.m.

1. Public Comment

There was no Public Comment at this meeting.

2. Introduction to the new Finance Director, Noel Parkhurst

Noel Parkhurst is excited to join the team. He grew up in Vallejo, worked with non-profits and companies in the private sector most of his career in addition to internship with the U.S. Navy Comptroller at Mare Island. There are some challenges ahead, especially with the limitations with our current software. Consultant Sue Casey discussed her continuing role as a contractor for GVRD to work on getting the audits completed, and special tasks such as Budget Adjustments, Audits & researching finance software. She is impressed with Noel's background.

3. Fiscal Year 2023-2024 Budget

Much financial information needs to be manually entered and generating reports is also a manual task as well, which has frustrated staff. Staff are also pursuing updating monthly financial reports to fall in line with standard reporting. The committee had a discussion of items that would like to view in the monthly reports so that the balance sheet would provide a best guess as we go along the year. Issues occurred when previous Directors could not predict if we would be over budget or under. This made it difficult to budget for the next year.

4. Audit-FY21/22

Staff have a scheduled meeting with the auditors to clarify what is needed. Some items remaining are internal and can be done quickly. Some are needing outside assistance, such as GASB and OPEB. Those items are on the contractors time line. Once that audit is completed, staff will work on getting the FY22/23 audit started and completed.

5. Proposition 68 Grant

The award amount was \$7.5 million. We will adjust next years' budget to account for that. The committee was wondering when it would begin, and why

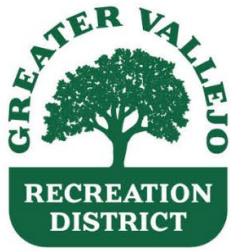


next year's budget. Staff is working with the state to obtain funds ahead of phases, and most likely will not be able to receive these until sometime after July.

6. Other items

The committee welcomed Noel, and asked what items he would like to see. He would like to finish the audit, work on internal procedures and controls, and see improvements in our software processes. Integration with HR would also be a positive move forward. He is impressed with the staff's willingness and being open to learning and change where needed. The entire office was very welcoming. He looks forward to working with Sue Casey improving the department.

Adjourned 6:56 p.m.



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Gabe Lanusse

Programs and Publicity Committee Minutes Tuesday, November 7, 2023 4:00 P.M. Administrative Office-Board Room 401 Amador Street

In attendance: Director Quigley, Aliga, General Manager Lanusse & Director Ryans.
Meeting began: 4:01 P.M.

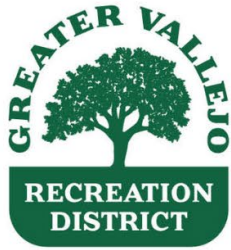
1. **Public Comment-** There was no public comment.
2. **Activity Guide-** Staff in the Department are working on the production of the spring Activity Guide. A 1st draft will be provided the week of November 20th.
3. **Community Events**
 - a. Turkey Drive- This event is filled with 75 participants registered and 75 are on the waiting list. Director Quigley will donate \$300 to the event.
 - b. Toy Giveaway- Registration is filling up quickly for this event. There are 100 participants currently registered and there is a limit of 300 youth total. GVRD will partner with Costco and The Meyer Corporation to collect toys. The event will be held on Friday, December 15th.
 - c. Sip and Paint – event is very popular amongst residents. At the last event there were 10/15 participants in attendance.
 - d. Nightmare on Glenn Street – had record attendance with 2,291 patrons counted in attendance. Thanks to all our community partners for their support!
4. **Marketing Update-** Staff submitted the content action plan to promote upcoming events and programs for December. In addition, staff began conversations for GVRD's 80th Anniversary and potential logo for the celebration.
5. **Special Interest Classes-** New contract classes starting in January. Silver Gloves boxing for Seniors, Chicago Steppin', Indoor Pickleball, Ballet for kids, Instaflix, Afro, Body, Love, Overflow Cardio, just to name a few.



6. **Sports Gym-** General Manager Lanusse reported the floors at the former middle school were done and are under the curing stage. Gym includes 3 pickleball courts, a volleyball, and a basketball court. Staff are currently planning class opportunities. Staff are recruiting PT staff to work at the gym, marketing, and working to secure user groups with private rentals. Prop 68 funds will help with renovations, including the fields and parking lot. We're inching closer to the "soft launch." The committee recommended a watch party for NBA/Junior Warriors opening day!

7. **GVRD 80th Anniversary Celebration-** The committee recommended an open house with cake held on two separate days. GM mentioned July was "Parks Make Life Better" month and possibly holding an event around that time. Staff is currently in the inception process of event idea generation.

Adjourned: 4:56 P.M.



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Gabe Lanusse

Facility and Development Committee Minutes Tuesday, November 21, 2023 4:00 p.m. Administrative Office-Board Room 401 Amador Street

In attendance: Director Quigley, Director Aliga, General Manager Gabe Lanusse, Parks and Facilities Director Nuno

Meeting began: 4:00 PM

1. Public Comment

No public comment.

2. Dan Foley Artificial Field Replacement:

Parks and Facilities Director Nuno reported that the contractor continues making progress on the renovations in the field. The contractor completed all the grading and the materials arrived for the installation of the new synthetic field; there were some delays in the installation due to the recent rain. This project should be completed by the end of December, weather permitting.

3. Franklin Middle School Site:

Parks and Facilities Director Nuno reported that staff continues working on getting the GYM ready for the soft opening for the Rec department programs. The existing score board doesn't work, and staff is looking for options. One option is to use one of the score boards that used to be at Mare Island sport center or if needed purchase a new score board. The Committee commented that there is a possibility of having a meeting with E-40 and staff in January and soon with Steph Curry Under Armour brand for the possibility on partnering to bring programs for the GYM.

4. Cunningham Aquatic Complex Restrooms Improvements:

Parks and Facilities Director Nuno reported that the board approved to move forward awarding the job to the contractor; staff is working on generating the contract and getting all the documentation from the contractor. Once we have a signed contract, the contractor will provide a schedule of the project.



5. 395/401 Amador Street Upgrades:

Parks and Facilities Director Nuno reported that the contractor continues working on 395 building, they are close to completing the electrical, plumbing, and the HVAC system. The City inspector will be doing an inspection soon, and once this work is approved they will continue with the drywall. Staff is also getting quotes to replace the roof.

6. Lake Dalwigk Park Improvements:

The Committee commented that the presentation from Interwest at the board meeting was very good. Parks and Facilities Director Nuno reported that the deadline for completing this project is in June 2024; however, Caltrans is currently giving out six months extensions and the City will be requesting an extension. The Committee suggested still consider adding a dog park in the future.

7. Children's Wonderland Shade Structure Update:

Staff reported that the contractor is getting close to completing the installation of the shade structure in the Humpty Dumpty area. Staff mentioned that the community would benefit from this improvement to the Park.

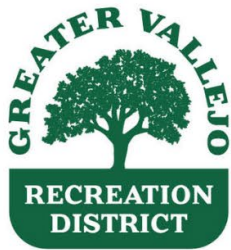
8. City Park Concept Designs:

General Manager Lanusse reported that he had the first in person community meeting presenting the two concept designs. The meeting was well attended with people from that community and the horseshoe players. The community gave their feedback and staff will be having another zoom meeting in December to give the opportunity to other people that couldn't make the in-person meeting.

9. Impact Fees Request:

General Manager Lanusse reported that staff will be requesting funds from the park impact fees. Staff will be requesting funds for the ADA upgrades at VCC and 395/401 improvements.

Adjourned at 4:55 PM



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GENERAL MANAGER

Gabe Lanusse

Policies and Personnel Committee Minutes Monday, November 27, 2023 6:30 p.m. Administrative Office-Board Room 401 Amador Street

In Attendance: Director Briseño, Director Kennington General Manager, Gabe Lanusse, and Human Resources Director, Lisa Sorvari

Meeting Began: 6:30 pm

Public Comment

None.

1. Policy Review:

- Policy 2050, Bereavement Leave
 - The Human Resources Director (HR Director) informed the Committee that bereavement leave days were increased from 4 to 5 to comply with CA law; registered domestic partner was added, and deadlines to take the leave and to submit proof were added to the policy.
 - Director Kennington suggested adding information regarding employees not having to take consecutive days off.
 - Director Kennington suggested adding information on what is considered sufficient proof, such as a death certificate or copy of an obituary.
 - Director Kennington suggested adding that employees may take leave without pay with General Manager approval if they need more than the allotted time and have exhausted their accruals.
 - Next Step: HR Director will make changes to the Bereavement Leave Policy and present it to the Board of Directors.

2. Discussion Items:

- Policy 1010, Adoption/Amendment of Policies
 - The General Manager let the Committee know that the policy does not include the Board of Directors' ability to approve a policy upon first review, and that the Board has approved on first review in the past.
 -



- Next Step: Present the policy approval process flow chart during the next Committee meeting.
- Compensation Study and Comparable Municipalities
 - The General Manager let the Committee know that GVRD should have a compensation strategy that outlines where GVRD would like to be in comparison to other municipalities in preparation for the upcoming salary/classification study.
- Artificial Intelligence
 - The General Manager discussed the need for a policy to create guidelines regarding staff protecting private personal information while using Artificial Intelligence. The committee discussed AI and the need for policy.
 - Director Kennington and the HR Director discussed the need for a general policy to guide staff on how to protect private personal information.

3. Policy Updates:

- Policy 3076, Child Abuse Prevention Reporting
 - a. HR Director let the committee know that the policy went back for legal review and outlined the information contained in the policy.
 - b. Director Briseno suggested the policy refer to the Mandated Child Abuse Reporter training instead of having too much information in the policy itself. HR Director suggested to reconsider removing content until after the policy is presented to the Committee and stated one of the reasons is that the training has a lot of information for staff to remember and they need a policy to refer to that will also protect the District.
 - c. Director Kennington asked if the policy was mirrored after the School District Policy. HR Director replied she will find out.
 - d. Director Kennington recommended a grid with questions to guide staff in their actions if they suspect abuse or neglect.
 - e. Next Step: HR Director to find out if the first draft was mirrored after the School District policy, make changes if necessary, and follow up with legal.

Meeting Adjourned at 7:00 pm

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
70959	11/01/2023	Philip Graham Jr	\$714.00
70960	11/01/2023	Betsy Campbell	\$48.00
70961	11/01/2023	Commercial Energy Of Montana	\$3,008.84
70962	11/01/2023	Patricia Gloyd	\$183.34
70963	11/01/2023	Julie Myers	\$117.25
70964	11/01/2023	Rodney White	\$48.00
70965	11/02/2023	Bert Williams & Sons Inc	\$90.30
70966	11/02/2023	General Plumbing Supply Co	\$56.50
70967	11/02/2023	Grainger	\$1,144.40
70968	11/02/2023	Morgan Alarm Co., Inc	\$2,000.25
70969	11/02/2023	Pace Supply Co.	\$456.04
70970	11/02/2023	ABC Napa Valley Sewer & Drain	\$1,520.00
70971	11/02/2023	B & G Tires Of Vallejo	\$389.38
70972	11/02/2023	BPX Printing & Graphics	\$39.02
70973	11/02/2023	Cintas Corporation	\$435.20
70974	11/02/2023	Clark Pest Control	\$142.00
70975	11/02/2023	FASTSIGNS-American Canyon	\$262.59
70976	11/02/2023	Green Valley Aloha Saw & Mower	\$362.58
70977	11/02/2023	NuCO2	\$312.71
70978	11/02/2023	Mario Samayoa	\$1,964.32
70979	11/02/2023	SiteOne Landscape Supply	\$700.25
70980	11/02/2023	Turf Star, Inc.	\$1,515.37
70981	11/03/2023	California State Disbursement Unit	\$130.15
70982	11/03/2023	Metropolitan Life Insurance Company	\$5,623.32
70983	11/03/2023	Orlando Wynn	\$3,600.00
70984	11/07/2023	Justin Paul Calonia	\$300.00
70985	11/09/2023	Kelly-Moore Paint Co.-NorCal CPC	\$84.58
70986	11/09/2023	Morgan Alarm Co., Inc	\$578.50
70987	11/09/2023	P G & E	\$3,902.15
70988	11/09/2023	ABC Napa Valley Sewer & Drain	\$1,440.00
70989	11/09/2023	Big Creek Lumber & Building Material	\$11.64
70990	11/09/2023	BPX Printing & Graphics	\$236.84
70991	11/09/2023	Clark Pest Control	\$162.00
70992	11/09/2023	Comcast	\$103.02
70993	11/09/2023	Commercial Pool Systems, Inc	\$3,719.54
70994	11/09/2023	Construction West	\$2,300.00
70995	11/09/2023	Anna Lea Franson	\$180.00
70996	11/09/2023	Fried, Williams & Grice Conner LLP	\$272.50
70997	11/09/2023	Kay Cady-Johnson	\$3,880.80
70998	11/09/2023	Metropolitan Life Insurance Company	\$5,792.18
70999	11/09/2023	Minuteman Press	\$303.57
71000	11/09/2023	NuCO2	\$293.04
71001	11/09/2023	Dawnita Perryman	\$804.00
71002	11/09/2023	Quench USA, Inc.	\$49.39
71003	11/09/2023	Security Enforcement Alliance	\$0.00
71004	11/09/2023	Security Enforcement Alliance	\$6,715.00
71005	11/09/2023	Syber Fiber	\$268.25
71006	11/09/2023	Teletrac Navman US Ltd.	\$628.00
71007	11/09/2023	Vallejo Chamber Of Commerce	\$363.50
71008	11/09/2023	Veritiv Operating Company	\$1,454.16
71009	11/13/2023	Paulina Padilla Ramos	\$750.00
71010	11/13/2023	Sanyade Baruti	\$33.60
71011	11/13/2023	Bay Area Driving School	\$34.99
71012	11/13/2023	Break It Down Soul Line Dance	\$156.00
71013	11/13/2023	Renisha Clay	\$32.40
71014	11/13/2023	Abigail Hernandez	\$807.10

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
71015	11/13/2023	Karen Houston	\$627.20
71016	11/13/2023	Jason Jones	\$984.00
71017	11/13/2023	Steven Logoteta	\$90.00
71018	11/13/2023	Virlynda Luciano	\$319.20
71019	11/13/2023	Lorna Mandap	\$652.40
71020	11/13/2023	Julie Myers	\$254.75
71021	11/13/2023	National Academy Of Athletes	\$1,201.90
71022	11/13/2023	Pickleball Organized LLC	\$417.20
71023	11/13/2023	Karla Ramirez	\$400.00
71024	11/13/2023	Theodore Rocha	\$448.70
71025	11/13/2023	Frankie Valentine-Flores	\$948.50
71026	11/14/2023	Karina Ochoa-Daza	\$134.00
71029	11/16/2023	Bert Williams & Sons Inc	\$226.57
71030	11/16/2023	Foster Lumber Yards	\$95.19
71031	11/16/2023	Morgan Alarm Co., Inc	\$750.75
71032	11/16/2023	P G & E	\$7.93
71033	11/16/2023	Pace Supply Co.	\$64.18
71034	11/16/2023	Tecogen	\$2,449.48
71035	11/16/2023	Tri-City Fence	\$2,953.67
71036	11/16/2023	Dell Marketing L.P.	\$935.95
71037	11/16/2023	All Star Rents	\$547.96
71038	11/16/2023	AT&T	\$333.72
71039	11/16/2023	Cintas Corporation	\$136.20
71040	11/16/2023	Comcast	\$363.48
71041	11/16/2023	Commercial Pool Systems, Inc	\$5,256.04
71042	11/16/2023	Crown Hill Materials	\$1,152.53
71043	11/16/2023	DMR Builders	\$107,308.40
71044	11/16/2023	George's Towing Co.	\$740.00
71045	11/16/2023	GreatAmerica Financial Services	\$1,828.76
71046	11/16/2023	Independent Electric	\$3,977.10
71047	11/16/2023	M & M Sanitary LLC	\$150.22
71048	11/16/2023	Gema Moncada	\$750.00
71049	11/16/2023	Moore Design Group	\$2,199.05
71050	11/16/2023	Richard Nixon	\$30.89
71051	11/16/2023	Brigida Perez	\$400.00
71052	11/16/2023	Preferred Alliance, Inc.	\$42.00
71053	11/16/2023	Linda Riley	\$200.00
71054	11/16/2023	Security Enforcement Alliance	\$16,200.00
71055	11/16/2023	Sherwin-Williams	\$377.60
71056	11/16/2023	SiteOne Landscape Supply	\$204.74
71057	11/16/2023	Turf Star, Inc.	\$136.46
71058	11/16/2023	Verdin	\$9,276.24
71059	11/16/2023	Veritiv Operating Company	\$34.41
71027	11/17/2023	California State Disbursement Unit	\$260.30
71028	11/17/2023	California State Disbursement Unit	\$130.15
71060	11/20/2023	Jose Famalette	\$132.25
71061	11/20/2023	US Bank Corporate Payment System	\$26,690.35
71062	11/27/2023	Eileen Brown	\$281.00
71063	11/27/2023	Deberah Carey	\$132.25
71064	11/27/2023	Kerry Carmody	\$132.25
71065	11/27/2023	Richard Conzelmann	\$683.70
71066	11/27/2023	Jose Famalette	\$132.25
71067	11/27/2023	Patricia Gloyd	\$132.25
71068	11/27/2023	Penny Harman	\$430.08
71069	11/27/2023	Cynthia Hewitt	\$208.52
71070	11/27/2023	Jerome Lohr	\$385.16

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
71071	11/27/2023	Prisco Manglona	\$132.25
71072	11/27/2023	Roger Maryatt	\$281.00
71073	11/27/2023	Jeremias Morgado	\$132.25
71074	11/27/2023	Randy Nicks	\$281.00
71075	11/27/2023	Nancy Ortiz	\$132.25
71076	11/27/2023	Steve Pressley	\$132.25
71077	11/27/2023	Francis Radziewicz	\$132.25
71078	11/27/2023	Joan Russell	\$132.25
71079	11/27/2023	Anita Sailas	\$264.54
71080	11/27/2023	Barbara Schmidt	\$132.25
71081	11/27/2023	Audrey Tucker	\$132.25
71082	11/27/2023	Adeline Varni	\$132.25
71083	11/28/2023	Benjamin Ceryes	\$190.00
71084	11/28/2023	P G & E	\$9,886.10
71085	11/28/2023	Express Shirt Printing	\$1,939.38
71086	11/28/2023	P G & E	\$757.48
71087	11/28/2023	Elvida Angel	\$750.00
71088	11/28/2023	B & G Tires Of Vallejo	\$68.00
71089	11/28/2023	Big Creek Lumber & Building Material	\$138.69
71090	11/28/2023	Candido Construction	\$3,680.00
71091	11/28/2023	Clark Pest Control	\$162.00
71092	11/28/2023	Comcast	\$152.71
71093	11/28/2023	Vincent Concepcion	\$500.00
71094	11/28/2023	Amy Gammon	\$60.00
71095	11/28/2023	George's Towing Co.	\$275.00
71096	11/28/2023	Kay Cady-Johnson	\$4,412.10
71097	11/28/2023	Gabe Lanusse	\$1,259.56
71098	11/28/2023	Les Schwab Tires	\$21.80
71099	11/28/2023	Lloyd Engineering	\$4,968.73
71100	11/28/2023	Steven Logoteta	\$175.00
71101	11/28/2023	M & M Sanitary LLC	\$180.26
71102	11/28/2023	Montage Enterprises, Inc	\$447.93
71103	11/28/2023	Guadalupe Moreno	\$750.00
71104	11/28/2023	Municipal Resource Group, LLC	\$20,868.75
71105	11/28/2023	NuCO2	\$187.73
71106	11/28/2023	R & D Termite And Pest Control	\$210.00
71107	11/28/2023	Saviano Company, Inc.	\$12,000.00
71108	11/28/2023	SiteOne Landscape Supply	\$5,530.19
71109	11/28/2023	Uline Shipping Supplies	\$1,984.25
71110	11/28/2023	Veritiv Operating Company	\$287.87
71113	11/30/2023	Big Creek Lumber & Building Material	\$351.10
71114	11/30/2023	Margarita Villegas	\$750.00
Bank Totals			\$329,611.06

Report Selection Criteria

	Start	End
Bank Account:	GEN	GEN
Date Range:	Custom	
Item Date:	11/01/2023	11/30/2023
Document Number:	Start	End
Payee:	Start	End

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Page 4

Report Type: Single Line
Sort Items By: Date
Includes Items posted from these source modules: AP
Includes Items with status: Outstanding Cleared Voided
Includes Items of the Activity Type: Check
Includes Activity Notes: No
Includes Bank Notes: No

Search For 1: Amount
Search For 2: greater than or equal to
Search For 3: \$0.00
And/Or: Or
Search For 4: Amount
Search For 5: less than
Search For 6: \$0.00



Agenda 10.1

BOARD COMMUNICATION

Date: December 14, 2023

TO: Board Chairperson and Directors

FROM: Antony Ryans, Recreation Services Director

SUBJECT: Adopt Resolution 2023-05 Approving the Application for Outdoor Equity Grants Program Grant Funds- North Vallejo Outdoor Teen Initiative Project

BACKGROUND AND DISCUSSION

The Outdoor Equity Program (OEP) will increase the ability of residents in low-income communities to participate in outdoor experiences at state parks and other public lands by funding program operation and transportation costs. OEP encourages applicants to establish a home base in an underserved community as the hub for local activities and trips to natural areas. OEP empowers youth and families through outdoor leadership education, career pathways, and access to nature.

Description:

OEP funds program operation including the following:

- A. Supplies, Equipment, and Activity Fees/Admissions
- B. Travel Costs
- C. Labor Costs
- D. Insurance for all activities necessary for the OUTDOOR PROGRAM

Up to \$700,000 may be requested per application.

RECOMMENDATION

Our recommendation to the Board is to adopt this resolution by endorsing the submission of the grant application facilitated by Recreation Services staff.

ALTERNATIVES CONSIDERED

Provide recommendations or comments.
Reject the resolution.

ENVIRONMENTAL REVIEW

N/A

PROPOSED ACTION

Staff recommends the Board of Directors fulfill the requirement of OEP Program by adopting Resolution 2023-05 and if it passes, staff will continue with the process to obtain grant funds.

DOCUMENTS AVAILABLE FOR REVIEW

- a. Draft Resolution Number 2023-05
- b. Program Plan for North Vallejo Outdoor Teen Initiative Project



RESOLUTION NUMBER 2023-05

RESOLUTION 2023-05 OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT APPROVING THE APPLICATION FOR OUTDOOR EQUITY GRANTS PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Outdoor Equity Grants Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby: APPROVES THE FILING OF AN APPLICATION FOR THE **NORTH VALLEJO OUTDOOR TEEN INITIATIVE PROJECT**; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the program(s) included in this application, the sufficient funds to complete the program(s); and
2. Certifies that if the grant is awarded, the Applicant has or will have sufficient funds to operate the program(s) as described in the Grant Selection Criteria response, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to Recreation Services Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

ADOPTED by the Board of Directors of the Greater Vallejo Recreation District on the 14th day of December 2023 by the following vote:

Ayes:

Noes:

Absent:

Attest: _____
Kimberly Pierson, Board Clerk

Robert Briseño, Board Chairperson

Program Name	North Vallejo Teen Initiative	Skills to Teach
Program Duration	8-week Summer Program	<p>Each week participants will engage in activities and lessons geared towards sustainability and what effects it will have on their community. Participants of this camp will also deliver one lesson a week to the youth campers at the other GVRD ran camp(s). Additionally, youth participants will work to host the Farm to Table event for their community. This includes the planning and coordination of the event.</p> <p>By the end of the 8-week camp, students will:</p> <ul style="list-style-type: none"> • Begin to identify and analyze sustainability issues within their community and globally. <ul style="list-style-type: none"> -The three pillars of sustainability -The definition of s definition -The challenges of sustainability • Begin to analyze the impact of their human imprint on the environment. • Learn to apply their knowledge of the three pillars of sustainability to everyday decisions such as purchasing food. • Begin to develop habits that reduce their food waste omissions. <ul style="list-style-type: none"> -Compostable soil -Regular compost bin vs. Vermicompost bin • Begin to understand the different methods of sustainable farming/gardening including: <ul style="list-style-type: none"> -Hydroponic Farms -Aquaponic farms -The importance of rotating crops and embracing diversity -Planting cover crops -Applying integrated pest management (IPM) -The use of gray water • Discover their third places in their community and how their third place influence their worldview. • Begin to look at positively improving the appearance and quality of their environment/city by creating equitable spaces for everyone. <ul style="list-style-type: none"> -Examine the effect of brownfields on the environment -A closer look at the effects of urban heat islands • Work collaboratively to plan and implement the Farm to Table community event. • Work with the City of Vallejo’s Youth Coordinator to explore and present initiatives to improve their community, beginning with a sustainable community garden in a vacant lot and the Farm to Table event with the other GVRD ran camps.
Meets	M-F, 9am-3pm	
Culminating Events	<ul style="list-style-type: none"> -Develop a plan for a sustainable garden in the community. -Developed leaders in training that can instruct groups of younger youth participants to maintain sustainable gardens. -Coordinate a Farm to table Community Event 	
Notes:		
<p>This program is an initiative to empower the teen demographic of the community to support their environment, including the support and advancement of people of all ages.</p> <p>The Farm to Table culminating event can be planned with the other camp locations. Teens will organize/coordinate the event and camp youth prepare and cook meals for invitees.</p>		
Other Potential Culminating Events:		
<ul style="list-style-type: none"> • Plan for overnight camping trips i.e. Camp Gold Hollow with parent volunteers • College visits to agricultural institutions i.e. Abortorium UC Davis • Natural area field trips <ul style="list-style-type: none"> -Yosemite National Park -Local sustainable farms i.e. Dixon Ridge Farms -Muir Woods -Benicia State Park -Mount Diablo State Park -Pena Adobe Park -Lafayette Recreation Park • Farm to Table festival put on by youth of the program: <ul style="list-style-type: none"> -Invite local farms -Work with the City of Vallejo to plan event 		

Program Session Summary

Week	Weekly Overview Students will:	Notes
1	Identifying and Analyzing Sustainable Problems <ul style="list-style-type: none"> • Defining is sustainability. • Identifying sustainability issues • Determine if problem is wicked or tame. <ul style="list-style-type: none"> -Tame: problems have a clear definition, and it is easy to identify the point at which they are solved. -Wicked: problems with many interdependent factors making them seem impossible to solve. • Develop sustainability solution for e-waste using the sustainability competencies 	Lesson presentation of the week: Three Pillars of Sustainability
2	A Closer Look at Our Human Footprint <ul style="list-style-type: none"> • Identifying and explaining Anthropocene <ul style="list-style-type: none"> - Anthropocene: humans have become the dominant force shaping Earth's bio-geophysical composition and processes • Explain the significance of SDGs (Sustainable Development Goals) • Identifying and explaining youth may help change the course of climate change • Identifying any brownfields in our community or surrounding communities and solutions to recoup the damaged land • Defining urban heat islands, identifying the characteristics in our community and finding solutions to the effects of 	Lesson Presentation of the week: -Climate Change Meltdown -How Much Water Will This Soil Hold?
3	Choosing Sustainability <ul style="list-style-type: none"> • Making balanced decisions • Becoming familiar with trade-offs: focus on a dominant dimension of sustainability and relegate the other two dimensions to a secondary level. • Rationalize decisions and develop criteria and data to quantify their decisions • Exploring sustainable gardens: Hydroponic Farms & Aquaponic farms 	Lesson Presentation of the week: Reduce, Re-use, Recycle: What goes where? -incorporate nature walk to find and sort trash
4	Zero Food Waste Challenge <ul style="list-style-type: none"> • Identifying sources of food waste • Identifying and explaining how the discarding of food wastes valuable resources and contributes to environmental problems. • Compostable soil strategies and makeup • Food waste compost vs. Vermicompost 	Lesson Presentation of the week: Vermicompost
5	Equitable Cities <ul style="list-style-type: none"> • Defining sense of place • Describing how sense of place influences perceptions and worldviews 	Lesson Presentation of the week: Design Your Own City

	<ul style="list-style-type: none"> • Examine the connection between sense of place and sustainability • Participants will begin to analyze the layout of their city and how the history of their city may have included racial bias • Introduction of sustainable gardening • Introducing methods of sustainable gardening • Introduction of the different types of sustainable gardens 	-Youth Brainstorm what a city needs i.e. police and fire, law makers, hospitals and build their dream city from materials found in nature
6	The Future of a Vacant Lot <ul style="list-style-type: none"> • Participants will brainstorm methods to improve public spaces by promoting the Three Pillars of Sustainability • They will also identify key public space issues and propose solutions. • Participants will survey their community and review potential spaces to implement a sustainable garden. • Participants will also begin the coordination of Farm to Table community event • Video/PowerPoint making for presentations 	No Lesson facilitation for the last two weeks of camp
7	The Future of a Vacant Lot Continued <ul style="list-style-type: none"> • The Group will continue their proposals from last week 	No Lesson facilitation for the last two weeks of camp
8	Farm to Table Event The last week of camp, youth will focus their time to the finalization of the Farm to Table event they will be coordinating with the Youth Department Assistant Coordinators and other program staff.	Date: TBD



Agenda 10.2

BOARD COMMUNICATION

Date: December 14, 2023

TO: Board Chairperson and Directors

FROM: Antony Ryans, Recreation Services Director

SUBJECT: Adopt Resolution 2023-06 Approving the Application for Outdoor Equity Grants Program Grant Funds-Vallejo Farm to Table Youth Project

BACKGROUND AND DISCUSSION

The Outdoor Equity Program (OEP) will increase the ability of residents in low-income communities to participate in outdoor experiences at state parks and other public lands by funding program operation and transportation costs. OEP encourages applicants to establish a home base in an underserved community as the hub for local activities and trips to natural areas. OEP empowers youth and families through outdoor leadership education, career pathways, and access to nature.

Description:

OEP funds program operation including the following:

- A. Supplies, Equipment, and Activity Fees/Admissions
- B. Travel Costs
- C. Labor Costs
- D. Insurance for all activities necessary for the OUTDOOR PROGRAM

Up to \$700,000 may be requested per application.

RECOMMENDATION

Our recommendation to the Board is to adopt this resolution by endorsing the submission of the grant application facilitated by Recreation Services staff.

ALTERNATIVES CONSIDERED

Provide recommendations or comments.
Reject the resolution.

ENVIRONMENTAL REVIEW

N/A

PROPOSED ACTION

Staff recommends the Board of Directors fulfill the requirement of OEP Program by

adopting Resolution 2023-06 and if it passes, staff will continue with the process to obtain grant funds.

DOCUMENTS AVAILABLE FOR REVIEW

- a. Draft Resolution Number 2023-06
- b. Program Plan for Youth Farm-to-Table Project



RESOLUTION NUMBER 2023-06

RESOLUTION 2023-06 OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT APPROVING THE APPLICATION FOR OUTDOOR EQUITY GRANTS PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Outdoor Equity Grants Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby: APPROVES THE FILING OF AN APPLICATION FOR THE VALLEJO FARM TO TABLE YOUTH PROJECT; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the program(s) included in this application, the sufficient funds to complete the program(s); and
2. Certifies that if the grant is awarded, the Applicant has or will have sufficient funds to operate the program(s) as described in the Grant Selection Criteria response, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to Recreation Services Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

ADOPTED by the Board of Directors of the Greater Vallejo Recreation District on the 14th day of December 2023 by the following vote:

Ayes:

Noes:

Absent:

Attest: _____
Kimberly Pierson, Board Clerk

Robert Briseño, Board Chairperson

Farm to Table @ VCC: Club Plan

Club Name	Farm to Table	Skills to Teach
Club Duration	8 weeks	<p>Each week: 1 garden lesson, 1 kitchen lesson, 1 new recipe for cookbook, 1 natural area trip, and 1 event with a community partner.</p> <p><u>In the Garden:</u></p> <ul style="list-style-type: none"> • How to plant seeds & start a garden • How to make a greenhouse and learn what they are • The Seed Cycle • Energy & water efficiency • Co-planting • Vallejo's soil • Brownfields • Soil amendments • Compost vs. vermicompost • Transplanting • Compact gardens • Urban Heat Island effect • Harvesting seeds & seed libraries <p><u>In the Kitchen:</u></p> <ul style="list-style-type: none"> • Kitchen Safety: How to use kitchen tools properly • Fermentation • Edible Parts of a Plant • Preserving Food <ul style="list-style-type: none"> ○ Canning ○ Drying ○ Freezing • How to eat a balanced meal: Eat the Rainbow • Cook with smell • Eggs: Why are they so important in cooking & baking? • Milk & CA Agriculture <p><u>Recipes to Learn (the menu for the culminating event):</u></p> <ul style="list-style-type: none"> • Appetizer: <ul style="list-style-type: none"> ○ Sourdough Bread (week 2) ○ Jam (week 4) ○ Fresh Cheese (week 8) • Sides: <ul style="list-style-type: none"> ○ Salad w/lemon vinaigrette (week 1) ○ Glazed rainbow carrots (week 5) ○ Cauliflower/potato mash (week 3) • Main: <ul style="list-style-type: none"> ○ Steak w/chimichurri sauce (week 6) • Dessert: <ul style="list-style-type: none"> ○ Crème Brule (week 7)
Max Students	60	
Culminating Product/Project	Meal prepared for the community, a cookbook filled with recipes to bring home, and a beautiful fruitful garden for the community.	
Notes:	<p>Timeline: Learn how to create and maintain a garden, while learning in the kitchen how to use the food you grow. Slowly add to your recipe book and, with the help of community partners, cook for the less fortunate with the food you grew and the recipes you learned.</p> <p>The culminating event can be planned with teen program. Teens can organize the event, help set the tables, and manage guests/guest lists while kids from this program cook.</p>	
Potential Community Partners:	<ul style="list-style-type: none"> -Faith food Fridays -Sustainable Solano -Food is Free Solano -Loma Vista Farms -Vallejo Recology -Local Restaurants -Saint Vinnie's Community Garden -Vallejo Heights Community Garden -Vallejo People's Garden -UC Master Gardener Program 	
Potential Natural Area Trips:	<ul style="list-style-type: none"> -Walk Benicia State Park and discover the local plants in the botanical garden. Do a tour. -Grant Mahony Park to view rose garden -Mare Island Preserve to see all the plants and nature preserve -Dan Foley Park or Blue Rock Springs to view the lake and animals -UC Davis Arboretum and teaching nursery -Pleasant Hill Instructional Garden -CSU Sac Arboretum -Camping at Prairie Creek Redwoods State Park (Wilderness survival building & camping) -Mount Diablo State Park -Monterey Bay (coastal protection) 	

Farm to Table @ VCC: Session Summary

Session	Teaching Points/Skills	Notes/Community Partner Ideas
Week 1	<p>Garden Lesson: Planting seeds and seedlings. Learning about Greenhouses. Make mini greenhouses. Plant half the seeds in the ground and half in the homemade greenhouses. Monitor the difference in growth.</p> <p>Kitchen Lesson: Kitchen safety lesson. Discovering different tools in the kitchen: peelers, knives, strainers, measuring cups, spoons, etc.</p> <p>Recipe: Put those tools you just learned how to use safely from the kitchen lesson to work. Chop, peel, and grate a bunch of veggies into a salad. Make a lemon vinaigrette for salad using measuring cups and spoons.</p>	<p>Must create the cookbook this week, so the kids will have them to put their recipes in going forward.</p> <p>Community Partner: Partner with Faith Food Fridays. Check out how their garden is growing. Take notes and discover tips and ideas for our own garden.</p>
Week 2	<p>Garden Lesson: Learning about what the seed cycle looks like. How does a seed become a plant? How can we maintain growth in plants while remaining energy & water efficient?</p> <p>Kitchen Lesson: Learn how yeasts, bacteria, and mold can be tools in the kitchen through a process called fermentation.</p> <p>Recipe: Reminder on Kitchen Safety. Use what you have learned about fermentation to make fresh sourdough bread. (Reach out to one of our community partners about getting sourdough starter in advance). Write recipe down in cookbook.</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partner: Partner with sustainable Solano. See if they can come out, host one of their classes, and add to the curriculum.</p>
Week 3	<p>Garden Lesson: Co-planting. Discover what plants can be planted together to encourage growth for both.</p> <p>Kitchen Lesson: Edible plant parts. Learn about unique parts of the plant you never thought about using before. This helps prevent waste.</p> <p>Recipe: Let's make a cauliflower-potato mash. Make sure to use the stems! Reminder of Kitchen safety, make another garden recipe, and add another page to the cookbook!</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partner: Partner with Food is Free Solano and learn about how they use food that would normally go to waste to help feed the community.</p>
Week 4	<p>Garden Lesson: Learning about the type of soil Vallejo has & how this will affect plant growth, what amendments we can add, what brownfields are, and what other types of soil look like.</p> <p>Kitchen Lesson: Preserving. Learn new ways to preserve your excess food in the garden by canning, drying, or freezing.</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partner: Loma Vista Farms visit. See how they use the local weather, garden, ladybugs</p>

	<p>Recipe: Let's make and can some jam. Be sure to save and store some for the last week. Reminder of Kitchen safety, make another garden recipe, and add another page to the cookbook!</p>	<p>and animals to provide for their farm.</p>
Week 5	<p>Garden Lesson: Learn how to compost, how it helps the garden AND the environment, how to start a compost bin at home, and what can and can't go in it. Create a compost bin for home and check out/learn about the vermicompost at NVCC.</p> <p>Kitchen Lesson: How to eat a balanced meal and why it is important Eat the rainbow.</p> <p>Recipe: Cook glazed rainbow carrots. Reminder on Kitchen Safety. Write recipe down in cookbook.</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partner: Vallejo Recology. Tell us how to use our compost bin at home. Maybe do a tour?</p>
Week 6	<p>Garden Lesson: Learn about Transplanting plants into bigger areas and plucking any seeds that won't make it. How this can effect them and how to be gentle while doing it. Put all of this into practice in the actual garden.</p> <p>Kitchen Lesson: A scent lesson. How to distinguish herbs and learn how to improve you cooking with smell!</p> <p>Recipe: Use those herbs! Learn how to make a chimichurri sauce with homemade steak.</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partner: Reach out to a local restaurant who can help in the kitchen and teach a lesson.</p>
Week 7	<p>Garden Lesson: Learn about compact gardens that people often grow when they live in the city and how to start your own at home. Discover together other problems that come with living in a city, like the urban heat island effect.</p> <p>Kitchen Lesson: All about eggs. Why they are important in cooking, where they come from, how they grow, and can chickens eat garden scraps?</p> <p>Recipe: Egg recipe! Learn how to make Crème Brûlée! Reminder on Kitchen Safety. Write recipe down in cookbook.</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partner: CSU Sac. Tour their arboretum and meet students who are passionate about turning environmental studies into a career</p>
Week 8	<p>Garden Lesson: Learn how to harvest seeds and keep the cycle going. Seed a plant and let the kids take the seeds home to keep the cycle going. Provide them with a list of nearby seed libraries that they can give to and take from. Create one so the next group can benefit.</p> <p>Kitchen Lesson: Milk matters. Review importance of milk in cooking and Agriculture in CA.</p>	<p>Continue to encourage discussion and monitor/take care of the garden/greenhouses as they grow.</p> <p>Community Partners: UC Davis. See how agriculture can be turned into a career. Check out the learning nursery as well.</p>

	<p>Recipe: Milk recipe: Learn how to make cheese from milk! Serve some of this cheese at the dinner later in the week. Reminder on Kitchen Safety. Write recipe down in cookbook.</p>	<p>Cook a dinner with all of the recipes you have learned for the lovely people from Faith Food Fridays and other food banks. Use our restaurant partner & the program at NVCC to help as well!</p>
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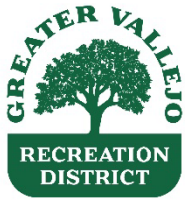
Farm-to-Table: Grant Selection Criteria

1. Community Home Base: VCC 225 Amador St
 - a. Community FactFinder Report ID: 110391
 - i. Median Household Income: \$60,319
 - ii. People in Poverty: 1,316
 - iii. Free or reduced lunch: 71.5%
 - iv. English Learners: 25.5%
 - b. This Community Home Base was selected as a gathering place for residents and youth who currently lack access to an outdoor program:
 - i. Central location and easily walkable for those who lack transportation.
 - ii. Multiple schools in the area.
 - iii. Easy to create functional garden in the back of VCC.
 - iv. Functional kitchen already inside the building. Can use this for food learning.
2. Community Planning
 - a. TBD. Exchange of information with the community
3. Activities in the Community
 - a. See Club Plan & Session Summary
 - b. Total days of activities in the community: 56
 - c. Total Served youth: 3,360
4. Natural Area Trips (More Ideas on Club Plan)
 - a. Benicia State Park
 - i. Destination: 1 State Park Road, Benicia, Ca. Within 5 mile radius of Community Home Base.
 - ii. Category: Day Trip
 - iii. Summary: Walk the state park, learn about native species, and discover the local plants in the botanical garden. Partner with rangers for an educational tour.
 - iv. Self Discovery Goal: Learn to enjoy walking in nature and that education does not always have to be in a classroom.
 - v. Educational Goal: Learn about native species of plants and animals.
 - vi. Age Group: Youth, their families, and older adults.
 - b. Mare Island Preserve to see all the plants and nature preserve
 - i. Destination: 167 O'Hara Court, Vallejo, Ca. Outside of 5 mile radius of Community Home Base.
 - ii. Category: Day Trip
 - iii. Summary: Walk the preserve, learn about native plants and animals, and discover the history behind the area. Partner with grounds keepers for a more educational tour.
 - iv. Self Discovery Goal: Discover the potential beauty of an area when humanity takes care.
 - v. Educational Goal: Learn about native species of plants and animals as well as the historical and cultural significance of the area.

- vi. Age Group: Youth, their families, and older adults.
- c. UC Davis
 - i. Destination: 1 Shields Ave, Davis, Ca. Outside of 5 mile radius of Community Home Base.
 - ii. Category: Day Trip
 - iii. Summary: Tour the campus and discover the various environmental and agricultural studies available.
 - iv. Self Discovery Goal: Discover if there is an environmental or agricultural major or career that interests you.
 - v. Educational Goal: Learn about the plants and studies the students have in their arboretum and other parts of the campus.
 - vi. Age Group: Youth
- d. CSU Sac Arboretum
 - i. Destination: 6000 J Street, Sacramento Ca. Outside of 5 mile radius of Community Home Base.
 - ii. Category: Day Trip
 - iii. Summary: Tour the campus and discover the various environmental and agricultural studies available.
 - iv. Self Discovery Goal: Discover if there is an environmental or agricultural major or career that interests you.
 - v. Educational Goal: Learn about the plants and studies the students have in their arboretum and other parts of the campus.
 - vi. Age Group: Youth
- e. Pleasant Hill Instructional Garden
 - i. Destination: 1 Santa Barbara Rd, Pleasant Hill, Ca. Outside of 5 mile radius of Community Home Base.
 - ii. Category: Day Trip
 - iii. Summary: Tour the California habitats garden, learn about what they are growing and volunteer for the day to help upkeep the beauty they have maintained.
 - iv. Self Discovery Goal: Discover the enjoyment and benefits that resource protection brings.
 - v. Educational Goal: Learn about the different habitats that California has to offer and see the fun in studying them.
 - vi. Age Group: Youth, their families and older adults.
- 5. Participant Recruitment Plan
 - a. Partner with local community leaders, organizations, health agencies, schools, and respected adults.
 - b. Door-to-door invitations
 - c. Mailing & posting flyers
 - d. Using local radio, television, newspapers, meetings, and social media to advertise
- 6. Internships Through Service Learning, Career Pathway, and Leadership Opportunities
 - a. Internship Title: Natural Area Trip Assistant

- i. Role: Intern will help organize, plan, attend, and assist with all field trips. They will plan and research the activities the community will do during the trip. They will also help supervise and act as an educational resource for those on the trip.
 - ii. Number of Residents: 2
 - iii. Hours per resident: 200
 - iv. Cost: \$3,150 per intern (200 x \$15.75)
 - b. Internship Title: Program Assistant
 - i. Role: Intern will help lead and research activities for the program. They will interview and document the activities and students in the program to help improve the program in the future. Intern will communicate with parks and other outdoor organizations to get the word out to the community.
 - ii. Number of residents: 6
 - iii. Hours per resident: 200
 - iv. Cost: \$3,150 per intern (200 x \$15.75)
- 7. Partnerships and Capacity Building (More Ideas Included on Club Plan)
 - a. Organization Name: Faith Food Fridays
 - i. Role: This partner has an outdoor garden in the community that we will be able to explore on one of the natural area trips and learn about the community's environment. They will also serve as a resource for multi-generational members of our community.
 - ii. Estimated Grant Amount and Value: Not Applicable
 - b. Organization Name: Sustainable Solano
 - i. Role: This organization hosts a multitude of classes on how to garden, eat and live sustainably within our community and the environment. We can use this organization to teach one of their classes to the children within our program.
 - ii. Estimated Grant Amount and Value: Not Applicable
 - c. Organization Name: Food is Free Solano
 - i. Role: We would use this partner to demonstrate to the children just how much food goes to waste each year, why it is important to do our part to not waste food, and how that negatively effects their environment. Another great resource to connect with multi-generational families and older adults.
 - ii. Estimated Grant Amount and Value: Not Applicable
 - d. Organization Name: Loma Vista Farms
 - i. Role: Will use this organization to learn about another area of the community environment that they have available on their farm.
 - ii. Estimated Grant Amount and Value: Not Applicable
 - e. Organization Name: Vallejo Recology
 - i. Role: Will use this organization to learn about how they create compost from the community's scraps and give the compost back to the community to improve the local environment.
 - ii. Estimated Grant Amount and Value: Not Applicable
 - f. Organization Name: Saint Vinnie's Community Garden

- i. Role: This partner has an outdoor garden in the community that we will be able to explore on one of the natural area trips and learn about the community's environment.
 - ii. Estimated Grant Amount and Value: Not Applicable
- 8. Mentoring Youth Leaders after the Grant Performance Period
 - a. After this program is over, we can recruit youth that were involved in our program to join our teen advisory board. We have space for 20 youth to join. Our teen advisory board continues the education on the environment and how you can turn that into a lifelong career. This teen advisory board is ongoing, allowing the youth to continue to be mentored until their 18th birthday.



Recreation Department Board Updates

12/14/2023

Activity Guide:

- The spring Activity Guide has been sent to the printer.
- GVRD's Instagram following has spiked by more than 4% in the last month.

Aquatics:

- The Aquatics Department is gearing up for their first Christmas event; How The Grinch Crashed Breakfast on Saturday December 16, 2023. Families will enjoy a cereal and hot coco bar, play games, and get the chance to meet The Grinch himself!
- In addition to their winter events, Aquatics will also host a Winter Break camp (12/26 – 1/5). This year's winter camp theme is Santa's workshop.

Community Centers:

- The lease agreement for One People Tribe programming at Norman C. King Center is almost completed and GVRD hopes to have a signed agreement shortly.
- Staff continue to work on reviewing new Course Proposals and reaching out to potential instructors to increase programming at the facilities. We're offering new classes at the GVRD Sports Gym: including winter break camp, volleyball, badminton, and pickleball classes.

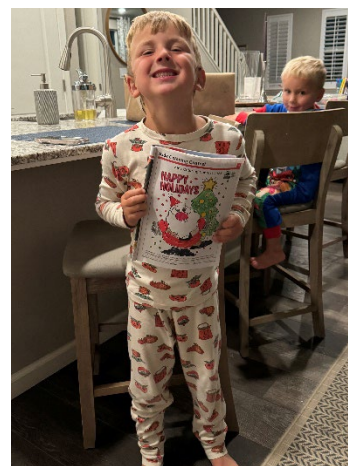
Children's Wonderland & Community Events:

- Our Gobble, Gobble Giveaway was a success! Last year we were able to give away 50 Turkey kit meals to the community and this year, we are happy to announce that we gave away 80 turkey meals to families! GVRD will continue to grow this event as much as possible to help those In need of a Thanksgiving Dinner each year.
- The gazebo project has been completed at Children's Wonderland and will provide shade over the reservable Humpty Dumpty birthday/picnic area. Thanks, Facilities team, for moving this project forward!

- The Annual Tree Lighting ceremony was held on Friday, December 1st and had over 650 guests in attendance. Festival of Lights will operate Friday-Sunday from 4-7pm during the month of December at Children's Wonderland
- Our Paint and Sip Party was held on Friday, December 8, 2023, and had 15 painters enrolled.
- Breakfast with Santa was held on Saturday, December 9th and had 150 smiling faces registered for the event. GVRD would like to thank Recology of Vallejo for hosting the breakfast and Vallejo Fire Department for dropping Santa off in style.
- Recreation Services has partnered with Costco of Vallejo to host our annual Toy Giveaway scheduled for Friday, December 15th, 4-7pm. We have 300 youth registered for this free event.



Letters to Santa!



Age: 6, Coloring Contest Winner!



Sports/Adaptive Recreation (AR):

- The Sports Department held its first scrimmage game at the GVRD Sports Gym on Thursday, December 7th. The facility has several reservations scheduled throughout the next 6 months.
- A preliminary Sports Gym budget has been submitted to Finance for review.



Staffing:

- The Department is still recruiting candidates for PT positions for the Sports Gym. Also, we're looking for coaches to run the Junior Warriors program starting in January.
- The 2nd Round of interviews for the FT Recreation Coordinator was held on Tuesday, December 12th. We hope to make an offer to the selected candidate by the close of the week.

Youth Services:

- The Youth Department had a successful Thanksgiving Break Camp with 15 participants registered.
- The Youth Services team is gearing up for the 2-week Winter Break Camp at the Vallejo Community Center.
- Youth Recreation Coordinators hosted 4 public hybrid meetings for the Outdoor Equity Grant Program (OEP) Grant at North Vallejo and Vallejo Community Centers for a potential Outdoor Teen Initiative Project and Farm-to-table & Youth Project.



Maintenance Department Board Update

12/14/23

Parks and Facilities

- Children's Wonderland
 - Staff assisted with the installation of the Christmas lighting.
- Crest Ranch Park
 - Staff worked on making the repairs after restrooms were vandalized.
- Highlands Park
 - Staff worked on overseeding, fertilizing, aerating, and top dressing the grass areas.
 - Staff repaired an irrigation main leak.
- BRS Park
 - Contractor will be installing a new irrigation pressure maintenance pump.
- Terrace Park
 - Fence company made repairs on the playground fencing.
- Sports Fields
 - Staff continues working on the grass fields seeding, aerating, fertilizing, and top dressing.
- Glen Cove Waterfront Park
 - Vallejo Watershed Alliance had a community cleanup event.
- We received our new operator permit from the Solano County Agriculture Department for the use of herbicides.

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
395/401 Renovations				<input type="radio"/>	
Design Phase	1/1/2018	6/1/2021	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2019	6/1/2020	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	12/23/2021	3/30/2024	65%	<input type="radio"/>	The contractor continues making progress; they are close to complete with the installation of the HVAC system.
VCC HVAC					
Design Phase	6/1/2023	12/31/2023	90%	<input type="radio"/>	Staff is working with an engineer on the design.
Permit Issued	1/1/2024	3/1/2024	0%	<input type="radio"/>	
Proposed Board Approval	5/1/2024	5/31/2024	0%	<input type="radio"/>	
RFP	7/1/2024	8/28/2024	0%	<input type="radio"/>	
Build	9/1/2024	11/1/2024	0%	<input type="radio"/>	
Cunningham Pool Shade Structures				<input type="radio"/>	
Design/Assessment Phase	1/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2023	2/28/2024	0%	<input type="radio"/>	Staff will be submitting the application with the plans to the City.
RFP	3/2/2024	4/15/2024	0%	<input type="radio"/>	
Build	6/1/2024	8/1/2024	0%	<input type="radio"/>	
Dan Foley Artificial Field				<input type="radio"/>	
Assessment and Engineer's cost estimate	8/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	
Board Approval	12/1/2022	12/8/2023	100%	<input checked="" type="checkbox"/>	
Design Phase	1/1/2023	6/21/2023	100%	<input checked="" type="checkbox"/>	

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
RFP	8/1/2022	9/15/2023	100%	<input checked="" type="checkbox"/>	
Build	10/9/2023	12/31/2023	60%	<input type="checkbox"/>	Contractor worked on making repairs on the fence and will be starting with the installation of the artificial field.
Cunningham Pool ADA Upgrades					
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"/>	City issued the permit.
RFP	6/21/2023	10/28/2023	100%	<input checked="" type="checkbox"/>	
Build	12/18/2023	3/1/2024		<input type="checkbox"/>	
Terrace Park Playground					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	1/30/2022	100%	<input checked="" type="checkbox"/>	
Build	1/15/2023	1/30/2024	0%	<input type="checkbox"/>	Received the playground parts; waiting on the contractor to begin with the installation.
Children's Wonderland Shade Structure					
Design/Assessment Phase	1/1/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
RFP	4/1/2022	9/1/2022	100%	<input checked="" type="checkbox"/>	
Build	11/1/2023	1/1/2024	100%	<input checked="" type="checkbox"/>	Contractor completed the installation of the shade structure by Humty Dumpty area.
Amador Courts Resurfacing					
Design/Assessment Phase	8/1/2023	8/28/2023	100%	<input checked="" type="checkbox"/>	
RFP	8/2/2023	9/1/2023	100%	<input checked="" type="checkbox"/>	

BOARD PROJECTS UPDATE



Date

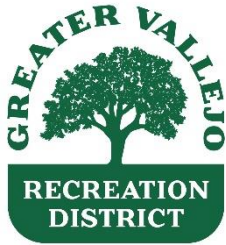
TASK	START	END	% COMPLETE	DONE	NOTES
Build	10/23/2023	11/15/2023	100%	<input checked="" type="checkbox"/>	resurfacing of the courts is complete.
Hanns Park Disc Golf				<input type="checkbox"/>	
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="checkbox"/>	
Build	10/6/2021	11/30/2023	98%	<input type="checkbox"/>	Contractor poured the concrete for the stairways; waiting on the railing; will be meeting with the Disc golf group for the welcoming sign.
Hanns Park Restrooms ADA Upgrades				<input type="checkbox"/>	
Design/Assessment Phase	6/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2022	2/14/2023	100%	<input checked="" type="checkbox"/>	
RFP	3/17/2023	4/14/2023	100%	<input checked="" type="checkbox"/>	
Build	6/1/2023	11/31/2023	100%	<input checked="" type="checkbox"/>	Passed final completion form the City.
Lake Dalwigk Park Improvements				<input type="checkbox"/>	
Design Phase	5/1/2023	10/31/2023	90%	<input type="checkbox"/>	Interwest will be doing a presentation at the board meeting in November.
Permit Issued	12/1/2022	12/30/2023	0%	<input type="checkbox"/>	
RFP	12/15/2023	1/15/2023	0%	<input type="checkbox"/>	
Build	2/1/2024	5/1/2024	0%	<input type="checkbox"/>	City will be requesting a six months extension to Caltrans.
Children's Wonderland Electrical Upgrade					
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	1/1/2024	1/30/2024	0%	<input type="checkbox"/>	
Build	3/1/2024	5/1/2024	0%	<input type="checkbox"/>	
North Vallejo Community Center Electrical Upgrade					
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"/>	City issue the permit; working to get the approval from PG&E

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
RFP	1/1/2024	1/30/2024	0%	<input type="radio"/>	
Build	3/1/2024	5/1/2024	0%	<input type="radio"/>	
Franklin Middle School					
floors Renovations	4/1/2023	10/8/2023	100%	<input checked="" type="checkbox"/>	
Internet & Alarm	6/1/2023	12/29/2023	90%	<input type="radio"/>	Staff is working with the School District on the Fire alarm.
Tree Removals	11/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	All the hazardous trees were removed by a tree company.
				<input type="radio"/>	



Human Resources Board Update

December 14, 2023

Recruitment/Staffing Update:

- Conducted second round interviews on 12/12/23 for Recreation Coordinator.
- We continue to onboard and train new part-time staff.

Policies Pending:

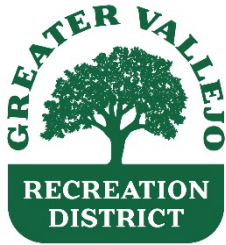
- **Policy 1010, Adoption/Amendment of Policies**– Committee reviewed on November 27, 2023. Sent to legal for review.
- **Policy 2050, Bereavement Leave (Amended)** – Committee reviewed on November 27, 2023.
- **Policy 3027, Fee Waiver for Community Organizations and Governmental Agencies (New)** – Legal and Committee reviewed in October. Pending meeting with City of Vallejo regarding Muni Code, Ch. 5.24 “Outdoor Festivals and Other Uses of Public Buildings and Grounds”.
- **Policy 3076, Child Abuse Prevention and Reporting (New)** – Reduced content to include prevention, recognition, and reporting. Went to legal for second review.

Staff Appreciation:

- Changed Service Awards from lapel pins to a list of gifts offered by Things Remembered. Gifts are grouped by cost and number of years of service.

Training:

- HR Assistant attended the California Public Employers Labor Relations Association Conference last month.
- HR Director attended a four-hour 2024 Legal Update last week.
- HR Director attended Violence in the Workplace Prevention (SB533) webinar this week. SB 533 is effective July 1, 2024.
- HR attended a webinar on CalPERS, Social Security and Medicare this week.



General Manager Board Update

12/14/2023

- Ongoing coordination with facilities and recreation staff regarding the gym and Franklin. We have teams using the facilities for practice.
- We will reach out to the school district regarding future parking and other items around the gym at Franklin.
- Welcome our two new City Council appointed board members: Thomas Judt and Tom Starnes.
- We have had two City Park design outreach meetings. Good feedback from the community and Horseshoe Club. We will update designs and get costs.
- Working with legal regarding the Surplus Land Act, contracts with vendors, and policies.
- I attended the CALPELRA conference and picked up a lot of information regarding Human Resources.
- Working with the City of Vallejo regarding grant opportunities and Participatory Budgeting projects.
- Continuous work on the budgets.
- Trying to collect impact fees from the City of Vallejo.
- Released RFP's for compensation study and Finance-HRIS Software.
- Working on Information Technology RFP, to be released in 2024.

BOARD GM PROJECTS UPDATE



Date 12/14/2023

TASK	START	END	% COMPLETE	DONE	NOTES
McIntyre Property-extension					
Assigned to Legal and GM			95%	<input type="radio"/>	
Tenants 6 month extension ends 11-1-23			90%	<input type="radio"/>	
Neighbor negotiations	Both sides		50%	<input type="radio"/>	
Amenities assessment	In progress		20%	<input type="radio"/>	
Franklin Middle School					
Negotiate terms			100%	<input checked="" type="checkbox"/>	Board recommends to move forward, but wants start up costs.
Approved or deny			100%	<input checked="" type="checkbox"/>	Approved, now need to plan
Make updates			25%		
Impact Fee Request					
Requested impact fees	1/23/2021		100%	<input checked="" type="checkbox"/>	Projects identified i.e. pool
Discuss with City Staff			75%	<input type="radio"/>	Issue with COV accounting
Approved by appropriate City Staff			100%	<input checked="" type="checkbox"/>	
Place into budget			0%	<input type="radio"/>	
Receive funds			0%	<input type="radio"/>	
Prop 68- Franklin Gym and Fields					
Outreach and application			100%	<input checked="" type="checkbox"/>	
Submitted application			100%	<input checked="" type="checkbox"/>	
Site visit with State			100%	<input checked="" type="checkbox"/>	
Wafting to hear if approved.			100%	<input checked="" type="checkbox"/>	Project not selected
State still interested, placed in holding pattern			100%	<input checked="" type="checkbox"/>	APPROVED!!!

BOARD GM PROJECTS UPDATE



		Date	12/14/2023		
Outdoor Equity Grant					
Identify project		Due 12-14-23	80%	<input type="radio"/>	COV has shown interest to work together
Submit application				<input type="radio"/>	
Afro Outdoors/ Latino Outdoors					
Make contact	1/23/2021		50%	<input type="radio"/>	
Discuss partnership				<input type="radio"/>	
Develop plans and goals				<input type="radio"/>	
Sister City Project					
Develop plans, location and goals			75%	<input type="radio"/>	
Sister City to fund				<input type="radio"/>	
Blue prints, permits, etc.,				<input type="radio"/>	
Build Process				<input type="radio"/>	
Marketing plan					
Meet with BOD to clarify goals	3-?-24		10%	<input type="radio"/>	
Develop plan, staff?, identify which staff will have designated assignments.				<input type="radio"/>	
Work with Finance to budget				<input type="radio"/>	
Implement				<input type="radio"/>	
PB projects-Exercise equipment at Setterquist					
Get a contract from COV	1/1/2021			<input type="radio"/>	Waiting

BOARD GM PROJECTS UPDATE



		Date	12/14/2023		
Budget and develop				<input type="radio"/>	
Build				<input type="radio"/>	
Reimbursement				<input type="radio"/>	
Hire Finance Director					
Review job description			100%	<input checked="" type="checkbox"/>	
hire firm to promote, recruit, interview			100%	<input checked="" type="checkbox"/>	
Make offer and hire			100%	<input checked="" type="checkbox"/>	
Master Plan BRS					
Survey site			100%	<input checked="" type="checkbox"/>	
Meet standards			100%	<input checked="" type="checkbox"/>	
Develop draft, review at committee			50%	<input type="radio"/>	
Community Outreach				<input type="radio"/>	
Hanns Park Disc Golf					
Part of Master Plan			100%	<input checked="" type="checkbox"/>	
Get cost estimate, find funding source			100%	<input checked="" type="checkbox"/>	
Meet with stakeholders to design			100%	<input checked="" type="checkbox"/>	
Work with City			100%	<input checked="" type="checkbox"/>	
Order materials, install			90%	<input type="radio"/>	
Signage			25%	<input type="radio"/>	Waiting on Disc Golf Group
Stair cases			95%	<input type="radio"/>	Getting approval from planning department
ADA upgrades to BRS					
Design Plan/ approve			50%	<input type="radio"/>	
Construct			0%	<input type="radio"/>	
ADA 395 and 401 Amador					
395 Amador			40%	<input type="radio"/>	Plans ok, bid process received, next is construction
401 Amador			100%	<input checked="" type="checkbox"/>	

BOARD GM PROJECTS UPDATE



Date 12/14/2023

McIntyre Ranch Survey				
Check records and hire surveyor			100%	<input checked="" type="checkbox"/>
File completed survey			75%	<input type="checkbox"/>
Move fencing if needed			0%	<input type="checkbox"/>
New Finance/HR software				
Develop RFP			100%	<input checked="" type="checkbox"/>
Interview Companies			0%	<input type="checkbox"/>
Determine best fit and cost			0%	<input type="checkbox"/>
Implement			0%	<input type="checkbox"/>
OPEB				
Consultant drafted policy			100%	<input checked="" type="checkbox"/>
Review by Finance committee (2)			66%	<input type="checkbox"/>
Consultant brought in to work with finance Dept.			50%	<input type="checkbox"/>
Board approval			0%	<input type="checkbox"/>
CAL PERS REFI				
Place in budget as ongoing expense			75%	<input type="checkbox"/>
Utilities Solar				
City now states they will upgrade their buildings			100%	<input checked="" type="checkbox"/>
			0%	<input type="checkbox"/>
Classification Study				
Job classification redone			80%	<input type="checkbox"/>
Brought in new consultant			100%	<input checked="" type="checkbox"/>
IBEW			100%	<input checked="" type="checkbox"/>
Board Training				
Determine needs	1/1/2024		100%	<input checked="" type="checkbox"/>

BOARD GM PROJECTS UPDATE



		Date	12/14/2023		
Board training					
Review other training			0%	<input type="radio"/>	
Schedule training			0%	<input type="radio"/>	
Strategic Planning					
RFP sent out			100%	<input checked="" type="checkbox"/>	
Reviewed by staff			100%	<input checked="" type="checkbox"/>	
Brent Ives Consult			100%	<input checked="" type="checkbox"/>	
Board meeting for input			100%	<input checked="" type="checkbox"/>	
Staff and Consultant working on final product			85%	<input type="radio"/>	
GM goals and evaluation					
Develop goals with BOD			100%	<input checked="" type="checkbox"/>	
Meet quarterly			25%	<input type="radio"/>	
Evaluate, evaluation system				<input type="radio"/>	
Receive evaluation before July 1				<input type="radio"/>	
Update goals and repeat				<input type="radio"/>	
Annual Priority retreat					
Goal setting to be part of Board training. Plan for fall	1/1/2024		0%	<input type="radio"/>	
Present update to City Council					
Schedule for 2023			25%	<input type="radio"/>	Waiting on reply, most likely will occur 2024
Use of Community Centers- South Vallejo contract use					
RFQ			100%	<input checked="" type="checkbox"/>	
Interviews			100%	<input checked="" type="checkbox"/>	
Contracts			90%	<input type="radio"/>	
Legal review			0%	<input type="radio"/>	
Sign Contract			0%	<input type="radio"/>	

BOARD GM PROJECTS UPDATE



		Date	12/14/2023		
Begin			0%	<input type="radio"/>	
Use of Community Centers- Youth Center at North Vallejo					
Develop goals/location/ 3rd party?			90%	<input type="radio"/>	
Determine funding			60%	<input type="radio"/>	
Begin programs			0%	<input type="radio"/>	
Review progress			0%	<input type="radio"/>	
Adapt			0%	<input type="radio"/>	
Review progress			0%	<input type="radio"/>	
Annual retreats- Executive staff and/with board					
Determine team building activity			25%	<input type="radio"/>	
Determine date				<input type="radio"/>	
Determine agenda for retreat			0%	<input type="radio"/>	
VallejoNET					
Update and reduce internet costs			100%	<input checked="" type="radio"/>	
Install new internet			50%	<input type="radio"/>	Scheduled to update in 2023
Board Tour of Facilities					
Determine locations				<input type="radio"/>	
Determine dates				<input type="radio"/>	
City Park Master Plan					
Community Outreach			100%	<input checked="" type="radio"/>	
Work with architects for community design			0.6	<input type="radio"/>	
Get costs, permits, etc.,				<input type="radio"/>	
Bidding Process				<input type="radio"/>	
Construct				<input type="radio"/>	

BOARD GM PROJECTS UPDATE



		Date	12/14/2023		
Ribbon cutting				<input type="radio"/>	
Planning department changed zoning in parks					
Review and propose changes			5%	<input type="radio"/>	
Hire HR director					
Hire recruiting firm			100%	<input checked="" type="checkbox"/>	
Conduct search and hire			100%	<input checked="" type="checkbox"/>	
BOD vacancies-2 with COV					
Contact COV to begin recruitment. Notify them that the deadline for appointment is first week in December.			100%	<input checked="" type="checkbox"/>	
Review/ meet candidates. Provide input to COV			100%	<input checked="" type="checkbox"/>	
COV makes appointments. Clerk takes it from there			100%	<input checked="" type="checkbox"/>	
Meet new appointees and provide orientation.			90%	<input type="radio"/>	
Compensation RFP					
Develop and post RFP			100%	<input checked="" type="checkbox"/>	
Interview Companies			0%	<input type="radio"/>	
Determine best fit and cost			0%	<input type="radio"/>	
Implement			0%	<input type="radio"/>	
New Board Members					
Work with City to recruit			100%	<input checked="" type="checkbox"/>	
Interviews			100%	<input checked="" type="checkbox"/>	
Clerk to Process			90%	<input type="radio"/>	
Meet with Directors and Legal			0%	<input type="radio"/>	