



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, May 9, 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) **Committee Updates**

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

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

7.1 Approve Board Minutes – April 25, 2024

7.2 Accept Budget and Finance Committee Minutes – April 16, 2024

7.3 Accept Policies and Personnel Committee Minutes-Special Meeting – April 18, 2024

7.4 Accept Facility and Development Committee Minutes – April 23, 2024

8) **Financials:**

Public Comment

8.1 Accept Finance Statement through 4/30/2024 (Parkhurst)

8.2 Accept Payment of Bills 4/1/2024 through 4/30/2024 (Parkhurst)

9) **Action Items:**

Approve attendance of the General Manager at the CALPELRA conference November 12-16, 2024 (Lanusse)

10) **Staff Updates**

Public Comment

10.1 Recreation Services Director

10.2 Parks and Facilities Director

10.3 Human Resources Director

10.4 Finance Director

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

12) **Executive Session**

Public Comment

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code section 54957

Title: General Manager

13) **Meeting Adjourn**

**We regularly meet on the second and fourth Thursdays of each month at 6:30pm
Next Meeting: Thursday, May 23, 2024**



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

Greater Vallejo Recreation District Board of Directors

MINUTES

April 25, 2024 – 401 Amador Street

6:30 p.m.

1) Call to Order

Secretary Starnes called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:30 p.m., April 25, 2024, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2) Pledge of Allegiance

Secretary Starnes led the pledge.

3) Roll Call

Present: 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;
Human Resources Director, Lisa Sorvari; Acting Board Clerk, Jeffrey Worrell
Excused: Chairperson Rizal Aliga, Vice-Chairperson Stacey Kennington

4) Approval of Agenda

Director Briseño offered the motion, seconded by Director Judt to approve the agenda. Motion passed.

5) Public Comment: - 1 Speaker

(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) Presentation:

Recreation Expo 2024 (Recreation Supervisors)
Recreation Services Director Ryans, Supervisors Tawaratsumida & Myers gave a presentation about the upcoming Rec Expo Event. Parker Rex, dinosaur mascot made an appearance.

7) Committee Updates-

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

Nothing to report



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

8.1 Approve Board Minutes – April 11, 2024

8.2 Approve Changes to Umpqua Bank Account: Designate Noel Parkhurst, Finance Director and Lisa Sorvari, HR Director as Signers. Remove previous signers: Casey Halcro and Penny Harman.

8.3 Approve Changes to Umpqua Bank Account: Designate Gabriel Lanusse, General Manager as the Individual with Control.

8.4 Approve Changes to BMO Checking Account: Designate Noel Parkhurst, Finance Director and Lisa Sorvari, HR Director as Signers. Remove previous signers: Ralph Bowen, Penny Harman.

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

9) **Discussion and Action Items:**

Public Comment

9.1 Board Authorization to Declare Equipment Surplus Property. (Nuño)
2022 Chevrolet 2500HD
License # 1638848
VIN # 1GC3WLE74NF170675
ID # 1119

Director Briseño offered the motion, seconded by Director Starnes to declare Vin. #1GC3WLE74NF170675 surplus property. Motion passed.

9.2 Approve New Policy 2055 -Catastrophic Leave Bank (Sorvari)

Director Starnes offered the motion, seconded by Director Judt to approve Policy #2055. Motion passed.

9.3 Adopt Resolution 2024-02 of the Board Of Directors of The Greater Vallejo Recreation District Approving a Transaction with the Vallejo City Unified School District Regarding Crest Ranch Property Lot 647, Known As Country Club Crest Unit No. 8 (Legal Counsel)

Director Briseño offered the motion, seconded by Director Judt to Adopt Resolution 2024-02 – Approving a Transaction with the Vallejo City Unified School District Regarding Crest Ranch Property Lot 647, Known As Country Club Crest Unit No. 8. Roll Call Vote: Ayes: Briseño, Judt, Starnes Noes: none Absent: Aliga, Kennington Abstain: none



10) **Financials:**

Public Comment 1 Speaker

Review Cash Flow Projections 2023-2025 which includes FY23/24 Year End Projections (Parkhurst)

Finance Director Parkhurst presented the projections and spoke about options to address cash flow moving forward. Board Directors asked for and received clarifications.

11) **Staff Updates**

Public Comment

11.1 General Manager

- City of Vallejo is granting GVRD \$125k for recreation out of Measure P funds, staff is discussing how to use the funds equitably
- Upcoming meeting with City of Vallejo regarding Impact Fees on 5/9/24

11.2 Recreation Services Director

- Director Starnes complimented the earlier presentation about the Recreation Expo
- Recreation Services Director Ryans answered questions about the Expo

11.3 Parks and Facilities Director

- Councilmember Mina Diaz is sponsoring a Dia Del Niño event at City Park on Saturday 4/27/24
- The District is anticipating a significant refund from PG&E due to incorrect meter readings at the pool over the last 3 years
- Weed abatement will begin soon at McIntyre Ranch and District managed open spaces

11.4 Human Resources Director-Given by General Manager

- HR Director Sorvari presented the employee turn-over numbers for the preceding 12 month period

11.5 Finance Director

- Finance software RFP progressing, demos are completed, next meetings will focus on cost and scope. Tyler Tech and Sage are the two companies still being considered, expect to make a decision in mid-May
- Department has been able to refute 3 out of 8 claims of deficiency brought by CalPERS during their audit, process continues

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

- Secretary Starnes thanked Solano County Supervisor Monica Brown for attending the meeting and giving feedback



- Director Judt announced that he will be cohosting a public outreach meeting regarding Carquinez Park, along with Councilmember Tina Ariola, 5/5/24 from 1-3pm at the South Vallejo Community Center

13) Executive Session - at 7:41 pm Secretary Starnes convened to executive session.

Public Comment

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to

Government Code section 54957

Title: General Manager

at 9:12pm Secretary Starnes re-convened to regular session and reported the following: Direction was given

14) Meeting Adjourn

Director Briseño offered the motion, seconded by Director Judt to adjourn the meeting at 9:12pm Motion passed.

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
Stacey Kennington
Tom Starnes

GENERAL MANAGER

Gabe Lanusse

Budget and Finance Committee – Meeting Minutes Monday, April 16, 2024 1:00 p.m. Administrative Office – Board Room 401 Amador Street

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

Meeting began: 1:02 P.M.

1. Public Comment

There was no public attendance/ Comment at this meeting. Financial Consultant Sue Casey was present to take part in the discussion regarding the Cash Flow Projections reports being presented today.

2. FY 23/24 Year to Date Budget Comparison Review

Finance Director Parkhurst presented the first draft Cash Flow Projections Report for FY 23/24 through the end of FY 24/25 to the committee. In that report, the FY 23/24 YTD cash flow projections were presented, as well.

It is noted that additional formatting changes need to be completed on the report itself. The nature of the Restricted Balance was discussed by Director Starnes; these funds are the Retirement Benefit Funds. Mrs. Casey and Director Starnes discussed the need to transfer Benefit Retirement Funds into an interest earning trust.

The content of the Cash Flow Projections was discussed, including the projection that The District will begin dipping into the 15% Reserve Funds in September. If no changes are made to the current budget and spending trends, The District will exhaust the 15% Reserve Funds by mid-November. However, by the end of Fiscal Year 24/25, the 15% Reserve Fund will be replenished and the Unrestricted Fund balance will build back up to a similar balance projected at the beginning of the Fiscal Year 24/25. Finance Director Parkhurst summarized the plan to course-correct The District's spending to prevent the exhaustion of the FY24/25 Budget and to begin re-building the unrestricted balances in the subsequent years.



Director Starnes suggested involving all leadership staff of the district to come up with cost reduction ideas that will minimally impact programs and events. Finance Director Parkhurst and General Manager Lanusse discussed the main target of reduced spending will happen in CIP projects, supplies and other purchases, and part time salaries. In addition, work towards the Cash receiving end of the equation. Director Briseno discussed the desire not to close programs to balance the budget and to be careful of cutting staff. He suggested considering the pyramid of costs and reviewing costs to run Cunningham Pool. Director Briseno also suggested that General Manager Lanusse send a letter to the City of Vallejo to demand payment of unpaid Impact Fees and to be more aggressive towards collecting the payment.

Adjourned 2:08 p.m.



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

**Policies and Personnel Committee Minutes
Special Meeting
Thursday, April 18, 2024
3:30 p.m.
Administrative Office-Board Room
401 Amador Street**

In Attendance: Director Aliga, Director Judt, General Manager, Gabe Lanusse, and Human Resources Director, Lisa Sorvari

Meeting Began: 3:35 pm

Public Comment

None.

1. Policy Review:

Policy 2055, Catastrophic Leave

- The Human Resources Manager outlined the changes to the policy.
- Committee discussed the answers to Director's Judt's questions regarding Policy 2055 that he submitted before the Committee meeting. Human Resources Manager said asking questions before the Committee meeting makes the review process more efficient.
- Director Aliga said he liked the changes and had no suggestions.
- Next Step: Present to full Board of Directors after legal review.

Policy 4020, Board of Directors' Meeting Attendance

- General Manager provided background and the need to amend the policy.
- Directors Aliga and Judt recommended the chair or legal should have a conversation with board members if they have attendance problems.
- The committee agreed if speaking with the director does not improve attendance, then the appointing authority will be given notice and recommendations for action. Only the appointing agency has authority to remove directors from the board.
- Next Step: The Human Resources Manager will look at the Vallejo Planning Commission's Policy and submit policy for second review after amendments are made and legal reviews.



2. Discussion Items:

Policy 1070, Public Donations

- The General Manager said the community has requested a policy for rentals and Director Judt responded that it should be a separate policy. The Committee agreed.
- The HR Manager discussed the need to add information regarding the Open Space Foundation.
- Director Judt and Director Aliga agreed the District should allow donors to specify where they want their donations to go and have a choice of not identifying a specific purpose/project.
- Next Steps: A separate policy for rentals will be created. The HR Manager will make suggested changes to policy 1070, get legal review, then take to Committee for second review.

Policy 4010, Code of Ethics

- The General Manager expressed a need to have a process of communication with board members before going to the appointing agency if board members are not conducting themselves in a manner expected of a public official.
- The Committee suggested the need for a “civility code” and guidance regarding the conduct of board members and appropriate actions.
- Directors Aliga and Judt discussed the “Roberts Rules” and “Rodgers Rules”.
- Next Steps: General Manager will review the City of Vallejo’s Robert’s Rules and create a new policy for the Committee’s review.

Proposed New Positions – The following new, full-time positions were placed on the Committee agenda as a discussion item by the General Manager:

Assistant General Manager	Maintenance Staff (3)
Assistant Pool Coordinator	Marketing
Custodian	Recreation Sup. (currently frozen)

- The Committee agreed that the discussion is for future planning purposes.
- Director Judt said the Committee needs to know if the District is using its staff efficiently and wisely before approving new positions and would like to see the costs and descriptions of the duties and responsibilities.
- Next Steps: Project total costs and draft job descriptions.

Meeting Adjourned: 4:45 pm



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

Facility and Development Committee Minutes Directors: Briseño and Starnes Tuesday, April 23, 2024 – 3:30 p.m. Administrative Office-Board Room, 401 Amador Street

In attendance: Director Briseño, Director Starnes, General Manager Gabe Lanusse, Parks and Facilities Director Nuño

Meeting began: 3:30 PM

1. Public Comment

No public comment.

2. Lake Dalwigk Park Improvements:

Parks and Facilities Director Nuño provided information on the artwork installation that includes two monument signs and mosaic artwork in concrete pathway. The Committee made comments and suggestions for the signs. Staff had the first construction meeting at the City hall building. The City is waiting on insurance from the construction company to finalize the contract; once this is provided, the construction company can begin the work.

3. Blue Rock Springs Park Master Plan:

Staff provided a concept design for a Park master plan that staff worked on with a consultant. The plan included ADA upgrades throughout the park. The plan also includes adding an amphitheater on the top of the Park; the suggestion from the Committee is to have it near the parking lot area to be accessible for people with disabilities. Staff mentioned that the upgrades will be in phases; the pathways are the priority for ADA accessible.

4. Budgeting:

a. Proposed Measure K Budget:

General Manager Lanusse reported that staff is still making cuts to the Measure K budget including the part-time budget.

b. Proposed Capital Improvement Budget:

General Manager Lanusse reported that he is still working on the CIP, and depending on the funds, staff will prioritize. Some of the priorities will be roofs and pathway repairs.



- c. **Maintenance and Deferred maintenance Discussion:** General Manager Lanusse reported that staff is working on definition on deferred maintenance and capital improvement. The committee recommends that we add these short falls until we receive funding from the impact fees from the City.

5. Terrace Park Playground Replacement-Prop. 68:

Parks and Facilities Director Nuño reported that the installation was completed. The report from the safety audit was completed and corrections need to be made before we open the playground to the public. Staff is working with the playground vendor to make these corrections. GVRD paid a certified playground inspector for the playground safety audit, and the recommendation from the Committee is to investigate trade services with another City.

6. City Park:

General Manager Lanusse reported that staff had a meeting with a park neighbor regarding the horseshoe pits, and the possibility to remove some of the poles to make it safe for the kids to use this area. Staff mentioned that there are other areas in the park for the kids to play. Staff will continue doing outreach to see what people would like to see in this area.

7. Cunningham Aquatic Complex Restroom Improvements:

Parks and Facilities Director Nuño reported that the contractor is making progress on the construction of the new building; the contractor is anticipating completing these restrooms in June and then will move on to the other restrooms.

8. Request to rename Sheveland Park Garden:

General Manager Lanusse reported that he is working on research for the naming of the garden. Currently there are two names on a sign in the garden and no GVRD sign. GVRD has a policy on the naming of parks and facilities; once the research is done, it will go to the board for approval.

Adjourned at 4:31 PM

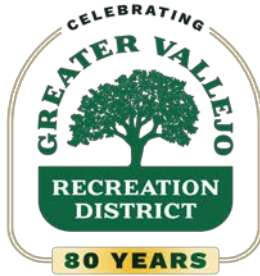


GREATER VALLEJO RECREATION DISTRICT

FINANCIAL REPORT

AS OF

MARCH 31, 2024



Greater Vallejo Recreation District
Balance Sheet
as of March 31, 2024
All Funds Combined

Assets

Cash - Solano County	117,386.56	
Cash - General Account - Bank of the West	436,532.96	
Cash - Payroll Account - Bank of the West	(40,820.26)	
Cash - Umpqua Bank Account	1,680,301.25	
Cash - Retiree Benefit Trust Fund	1,298,519.88	
Total Assets		<u><u>3,491,920.39</u></u>

Liabilities

Accounts Payable	406,191.42	
Payroll Related Payables	195,960.09	
Building Deposits Payable	42,589.10	
Amount Due Customers - Etrak	4,095.78	
Total Liabilities		<u><u>648,836.39</u></u>

Net Assets

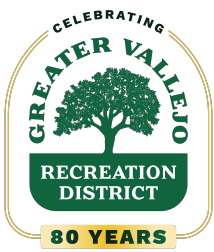
Fund Balance- Unrestricted Operating Reserve	4,135,407.77	
Fund Balance - Restricted Retiree Benefit	1,298,519.88	
Fund Balance - Designated Reserve 15%	1,764,547.35	
Excess Revenues Over Expenses	(4,355,391.00)	
Total Net Assets		<u><u>2,843,084.00</u></u>

Total Liabilities and Net Assets		<u><u>3,491,920.39</u></u>
---	--	-----------------------------------



Greater Vallejo Recreation District
Budget to Actuals by Category
General Fund and Measure K Combined
As of March 31, 2024
75% 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 03/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Rcvd/Used	FY 23/24 Projected Actuals
General Fund Revenue								
Property Taxes	5,925,147	6,256,773	(197,614)	6,059,159	2,962,722	3,096,437	48.90%	6,059,159
Intergovernmental Revenue	0	500,000	239,690	739,690	0	739,690	0.00%	0
Charges for Services	918,850	966,080	33,300	999,380	500,519	498,861	50.08%	899,442
Rents: Use of Facilities/Equipment	643,854	616,423	8,700	625,123	413,560	211,563	66.16%	587,616
Use of Money & Property (Contract Rents,Leases, Int Income)	186,353	142,796	0	142,796	133,547	9,249	93.52%	163,547
Grants	414,762	203,100	927,952	1,131,052	581,945	549,107	51.45%	827,484
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	43,840	(3,750)	109.35%	68,977
Total General Fund Revenue	8,187,720	12,370,762	(2,627,972)	9,742,790	4,636,433	5,106,357	47.59%	8,606,525
Full-Time Salaries	2,674,658	2,991,204	37,722	3,028,926	2,213,365	815,560	73.07%	2,927,275
Part-Time Salaries	1,267,555	1,198,911	59,928	1,258,839	1,154,378	104,461	91.70%	1,299,664
Non-Retirement Employee Benefits	874,253	943,264	84,433	1,031,997	754,197	277,800	73.08%	1,005,597
CalPERS	752,783	757,942	5,172	763,114	135,381	627,733	17.74%	267,566
Services & Supplies	1,301,502	1,574,158	65,500	1,635,358	1,073,684	561,674	65.65%	1,431,579
Computer Services, Software & Equipment	98,837	109,401	500	109,901	77,738	32,163	70.73%	103,651
County Tax Collection Fee	66,054	80,000	0	80,000	626	79,374	0.78%	80,000
Professional Services	423,488	275,608	1,000	276,608	315,954	(39,346)	114.22%	421,272
Facilities Maintenance Expense	14,500	85,000	641,376	726,376	414,694	311,682	57.09%	526,374
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
Total General Fund Expense	7,804,057	8,065,488	1,176,123	9,241,611	6,470,512	2,771,099	70.01%	8,393,470
Total General Fund Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	383,663	4,305,275	(3,804,096)	501,179	(1,834,079)	2,335,258		213,055
Capital Outlay & CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,058,962	463,076	81.64%	3,674,038
Total Capital Outlay & CIP Expense	681,680	3,637,000	(1,114,962)	2,522,038	2,058,962	463,076	81.64%	3,133,611
Total General Fund Expense with Capital Outlay & CIP	8,485,738	11,702,488	61,161	11,763,649	8,529,473	3,234,176	72.51%	11,527,081
Total General Fund Excess (Deficiency) of Revenue Over Expense with Capital Outlay & CIP Expense	(298,017)	668,275	(2,689,134)	(2,020,859)	(3,893,041)	1,872,182		(2,920,556)



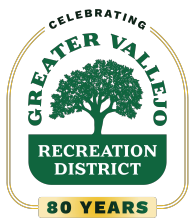
Greater Vallejo Recreation District
 Budget to Actuals by Category
 General Fund and Measure K Combined
 As of March 31, 2024
 75% of Fiscal Year

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 03/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Rcvd/Used	FY 23/24 Projected Actuals
Measure K Revenue								
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	1,061,944	968,056	52.31%	2,128,000
Total Measure K Revenue	2,128,094	2,380,000	(350,000)	2,030,000	1,061,944	968,056	52.31%	2,128,000
Part-Time Salaries	312,508	503,941	0	503,941	218,505	285,436	43.36%	530,848
Non-Retirement Employee Benefits	24,721	57,607	(6,677)	50,929	22,612	28,317	44.40%	50,929
Services & Supplies	880,214	903,300	0	903,300	598,376	304,924	66.24%	797,835
Computer Services, Software & Equipment	48,346	30,000	0	30,000	30,785	(785)	102.62%	30,785
Professional Services	0	2,000	0	2,000	0	2,000	0.00%	2,000
Measure K Refunds	0	0	0	0	96	(96)	0.00%	96
Facilities Maintenance Expense	569,129	561,376	(561,376)	0	(26,552)	26,552	0.00%	0
Total Measure K Expense	1,834,918	2,058,224	(568,053)	1,490,170	843,822	646,348	56.63%	1,412,494
Total Measure K Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	293,176	321,776	218,053	539,830	218,122	321,707		715,506
Capital Outlay & CIP	50,833	798,000	(257,573)	540,427	680,472	(140,045)	125.91%	540,427
Total Capital Outlay & CIP	50,833	798,000	(257,573)	540,427	680,472	(140,045)	125.91%	540,427
Total Measure K Expense with Capital Outlay & CIP	1,885,751	2,856,224	(825,626)	2,030,597	1,524,294	506,303	75.07%	1,952,921
Total Measure K Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	242,343	(476,224)	475,626	(597)	(462,350)	461,753		175,079
Total General Fund & Measure K Combined Excess/Deficiency of Revenue Over Expense	(55,674)	192,050	(2,213,507)	(2,021,456)	(4,355,391)	2,333,934		(2,745,477)



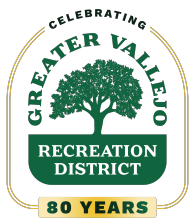
Greater Vallejo Recreation District
Budget to Actuals by Department
General Fund and Measure K Combined - YTD
As of March 31,2024
75% of Fiscal Year

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 03/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
General Fund Revenue							
001-General Support & Administration	6,153,976	6,401,659	(197,614)	6,204,045	3,123,162	3,080,883	50.34%
Total Administration & General Support	6,153,976	6,401,659	(197,614)	6,204,045	3,123,162	3,080,883	50.34%
301-Visitor Services	258,778	198,900	0	198,900	110,643	88,258	55.63%
Total Parks & Facilities	258,778	198,900	0	198,900	110,643	88,258	55.63%
010-Recreation Administration	3,700	3,500	0	3,500	4,767	(1,267)	136.20%
415-Children's Wonderland	43,431	53,200	0	53,200	29,046	24,154	54.60%
430-Break Camp	79,772	69,740	0	69,740	58,590	11,150	84.01%
450-Vallejo Community Center	28,163	100,232	0	100,232	91,093	9,139	90.88%
451-Foley Cultural Center	270,044	199,552	0	199,552	181,219	18,333	90.81%
460-Sports	74,760	90,332	0	90,332	40,230	50,102	44.54%
465-Community Events	4,362	12,300	0	12,300	4,391	7,909	35.70%
480-ExLP	414,762	203,100	0	203,100	331,945	(128,845)	163.44%
481-After School Programs	435,799	339,300	0	339,300	215,696	123,604	63.57%
486-Teen Services	0	79,475	0	79,475	0	79,475	0.00%
487-Franklin Gym	0	0	52,000	52,000	0	52,000	0.00%
490-Adaptive Recreation	819	330	0	330	680	(350)	206.06%
720-North Vallejo Community Center	31,905	26,800	0	26,800	30,404	(3,604)	113.45%
721-South Vallejo Community Center	73,391	64,235	0	64,235	42,141	22,094	65.60%
730-Cunningham Pool	314,057	378,107	0	378,107	122,428	255,679	32.38%
Total Recreation	1,774,966	1,620,203	52,000	1,672,203	1,152,628	519,575	68.93%
906-CIP	0	4,150,000	(2,482,358)	1,667,642	250,000	1,417,642	14.99%
Total CIP	0	4,150,000	(2,482,358)	1,667,642	250,000	1,417,642	14.99%
Total General Fund Revenue	8,187,720	12,370,762	(2,627,972)	9,742,790	4,636,433	5,106,357	47.59%
General Fund Expense							
001-General Support & Administration	1,924,902	1,649,804	324,154	1,973,958	1,521,471	452,486	77.08%
007-Human Resources	382,863	395,039	20,808	415,847	228,707	187,140	55.00%
100-Finance	462,462	449,791	29,898	479,689	387,628	92,061	80.81%
Total Administration & General Support	2,770,227	2,494,634	374,860	2,869,494	2,137,806	731,688	74.50%



Greater Vallejo Recreation District
Budget to Actuals by Department
General Fund and Measure K Combined - YTD
As of March 31,2024
75% 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 03/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
200-Park Maintenance & Development	204,955	190,495	22,016	212,511	134,700	77,811	63.39%
300-Facilities	562,730	600,505	596,959	1,197,464	744,356	453,108	62.16%
301-Visitor Services	142,528	232,952	(78,696)	154,256	96,304	57,953	62.43%
310-Landscaping & Grounds	1,317,164	1,368,114	35,365	1,403,479	944,125	459,354	67.27%
312-McIntyre Ranch	0	50,000	0	50,000	50,936	(936)	101.87%
Total Parks & Facilities	2,227,377	2,442,066	575,644	3,017,709	1,970,420	1,047,289	65.30%
010-Recreation Administration	387,501	496,175	(103,823)	392,351	311,335	81,016	79.35%
415-Children's Wonderland	202,421	101,126	(16,353)	84,773	131,365	(46,593)	154.96%
430-Break Camp	151,288	184,435	11,639	196,074	163,320	32,754	83.29%
450-Vallejo Community Center	40,208	215,162	2,904	218,066	132,342	85,724	60.69%
451-Foley Cultural Center	336,054	312,035	2,153	314,188	186,608	127,580	59.39%
460-Sports	127,833	109,543	49,981	159,524	72,758	86,766	45.61%
465-Community Events	49,404	101,394	6,237	107,631	66,309	41,322	61.61%
480-ExLP	496,493	316,780	15,412	332,192	384,436	(52,245)	115.73%
481-After School Programs	447,073	534,131	17,668	551,799	293,609	258,190	53.21%
486-Teen Services	969	62,471	4,224	66,695	5,237	61,459	7.85%
487-Franklin Gym	0	0	212,912	212,912	6,564	206,348	3.08%
490-Adaptive Recreation	2,860	34,663	1,231	35,893	4,196	31,697	11.69%
720-North Vallejo Community Center	40,527	69,285	972	70,257	58,527	11,730	83.30%
721-South Vallejo Community Center	64,768	69,305	972	70,277	49,317	20,960	70.18%
730-Cunningham Pool	459,052	522,283	19,492	541,775	496,362	45,413	91.62%
Total Recreation	2,806,454	3,128,788	225,620	3,354,408	2,362,285	992,122	70.42%
906-CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,058,962	463,076	81.64%
Total CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,058,962	463,076	81.64%
Total General Fund Expense	8,485,738	11,702,488	61,161	11,763,649	8,529,474	3,234,175	72.51%
Total General Fund Excess (Deficiency) of Revenue Over Expense	(298,017)	668,275	(2,689,134)	(2,020,859)	(3,893,041)	1,872,182	



Greater Vallejo Recreation District
Budget to Actuals by Department
General Fund and Measure K Combined - YTD
As of March 31,2024
75% 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 03/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
Measure K Revenue							
001-General Support & Administration	2,128,094	2,380,000	(350,000)	2,030,000	1,061,944	968,056	52.31%
Total Measure K Revenue	2,128,094	2,380,000	(350,000)	2,030,000	1,061,944	968,056	52.31%
001-General Support & Administration	33,126	91,400	(15,000)	76,400	25,653	50,747	33.58%
100-Finance	0	2,000	0	2,000	0	2,000	0.00%
Total General Support & Administration	33,126	93,400	(15,000)	78,400	25,653	52,747	32.72%
300-Facilities	879,247	889,576	(547,323)	342,253	164,204	178,049	47.98%
310-Landscaping & Grounds	196,445	266,164	(2,244)	263,920	153,757	110,164	58.26%
Total Facilites	1,075,691	1,155,741	(549,567)	606,173	317,961	288,213	52.45%
010-Recreation Administration	48,346	30,000	0	30,000	30,785	(785)	102.62%
415-Children's Wonderland	37,826	85,000	(1,326)	83,674	85,668	(1,994)	102.38%
450-Vallejo Community Center	25,759	17,500	0	17,500	22,475	(4,975)	128.43%
451-Foley Cultural Center	55,668	67,000	0	67,000	49,601	17,399	74.03%
460-Sports	21,321	62,900	1,642	64,542	51,086	13,456	79.15%
465-Community Events	983	8,960	(152)	8,808	17,311	(8,502)	196.52%
486-Teen Services	222	16,332	185	16,516	5,258	11,259	31.83%
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	9,479	3,321	74.05%
721-South Vallejo Community Center	23,298	18,800	0	18,800	14,505	4,295	77.15%
730-Cunningham Pool	500,601	487,001	(3,789)	483,212	213,979	269,233	44.28%
Total Recreation	726,100	809,084	(3,486)	805,597	500,208	305,389	62.09%
906-CIP	50,833	798,000	(257,573)	540,427	680,472	(140,045)	125.91%
Total CIP	50,833	798,000	(257,573)	540,427	680,472	(140,045)	125.91%
Total Measure K Expense	1,885,751	2,856,224	(825,626)	2,030,597	1,524,294	506,303	75.07%
Total Measure K Excess (Deficiency) of Revenue Over Expense	242,343	(476,224)	475,626	(597)	(462,350)	461,753	
Total General Fund & Measure Combined Excess (Deficiency) of Revenue Over Expense	(55,674)	192,050	(2,213,507)	(2,021,456)	(4,355,391)	2,333,935	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

5/6/2024 4:50:03PM

Page 1

Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	\$79,485.62
Document Number	Date	Payee Name / Description	Amount	
71761	04/02/2024	CAPRI	\$47,159.50	
71762	04/04/2024	Bert Williams & Sons Inc	\$221.75	
71763	04/04/2024	Marquee Fire Protection	\$965.00	
71764	04/04/2024	State Of California	\$416.00	
71765	04/04/2024	Tri-City Fence	\$1,370.00	
71766	04/04/2024	Vallejo Fire Extinguisher	\$5.46	
71767	04/04/2024	All Star Rents	\$268.04	
71768	04/04/2024	City Of Vallejo	\$369.20	
71769	04/04/2024	Ryan Allen	\$96.95	
71770	04/04/2024	Big Creek Lumber & Building Material:	\$0.00	
71771	04/04/2024	Big Creek Lumber & Building Material:	\$446.47	
71772	04/04/2024	Julie Brink	\$14.87	
71773	04/04/2024	Roslynn Brown	\$50.65	
71774	04/04/2024	Central Valley Builders	\$256.71	
71775	04/04/2024	Cintas Corporation	\$497.29	
71776	04/04/2024	Courtney Collier	\$43.55	
71777	04/04/2024	Commercial Pool Systems, Inc	\$1,537.92	
71778	04/04/2024	Marina Cruise	\$134.67	
71779	04/04/2024	Benjamin Denina	\$15.14	
71780	04/04/2024	Adamasis Gonzales	\$10.05	
71781	04/04/2024	Minuteman Press	\$83.03	
71782	04/04/2024	Municipal Resource Group, LLC	\$2,800.00	
71783	04/04/2024	Napa Ford-Lincoln	\$389.52	
71784	04/04/2024	NuCO2	\$352.80	
71785	04/04/2024	Preferred Alliance, Inc.	\$84.00	
71786	04/04/2024	Records Control Services, Inc	\$3,737.83	
71787	04/04/2024	Renne Public Law Group LLP	\$10,227.91	
71788	04/04/2024	Mario Samayoa	\$4.35	
71789	04/04/2024	Sherwin-Williams	\$345.36	
71791	04/04/2024	Sandy Tawaratsumida	\$40.27	
71792	04/04/2024	National Academy Of Athletes	\$3,000.00	
71793	04/05/2024	California State Disbursement Unit	\$130.15	
71794	04/05/2024	California State Disbursement Unit	\$987.69	
71795	04/08/2024	Orlando Wynn	\$3,622.23	
71796	04/11/2024	Bert Williams & Sons Inc	\$15.27	
71797	04/15/2024	Bay Area Driving School	\$34.99	
71798	04/15/2024	Break It Down Soul Line Dance	\$296.40	
71799	04/15/2024	Philip Graham Jr	\$72.00	
71800	04/15/2024	Karen Houston	\$613.20	
71801	04/15/2024	Kay Cady-Johnson	\$5,149.20	
71802	04/15/2024	Jason Jones	\$958.80	
71803	04/15/2024	Steven Logoteta	\$485.00	
71804	04/15/2024	Virlynda Luciano	\$301.00	
71805	04/15/2024	Lorna Mandap	\$531.30	
71806	04/15/2024	Calvin McCullough Jr.	\$1,176.00	
71807	04/15/2024	Annelyn Ortiz	\$145.00	
71808	04/15/2024	Pickleball Organized LLC	\$834.40	
71809	04/15/2024	Theodore Rocha	\$285.60	
71810	04/15/2024	Karen Silas	\$258.00	
71811	04/15/2024	Frank Silveira	\$163.80	
71812	04/15/2024	Frankie Valentine-Flores	\$1,043.70	
71813	04/15/2024	Caroline Vedder	\$50.00	
71814	04/15/2024	Tyese M Wortham	\$14.40	
71815	04/18/2024	Big Creek Lumber & Building Material:	\$204.22	
71816	04/19/2024	DMR Builders	\$180,406.20	
71817	04/19/2024	EZ Tree, Inc.	\$18,560.00	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

5/6/2024 4:50:03PM

Page 2

Bank Code:	GEN	Bank Of The West Operating Account		Current Balance:	\$79,485.62
Document Number	Date	Payee Name / Description	Amount		
71818	04/19/2024	FieldTurf USA, Inc.	\$122,694.39		
71819	04/19/2024	Calmat Co DbA Vulcan Materials Co	\$10,519.26		
71820	04/19/2024	Antony Ryans	\$1,000.00		
71821	04/19/2024	US Bank Corporate Payment System	\$24,722.97		
71822	04/23/2024	General Plumbing Supply Co	\$402.99		
71823	04/23/2024	P G & E	\$11.31		
71824	04/23/2024	Qunilan's Tire Service	\$718.24		
71825	04/23/2024	Vallejo Fire Extinguisher	\$426.08		
71826	04/23/2024	Alhambra	\$316.29		
71827	04/23/2024	American Compliance Services, LTD	\$1,075.00		
71828	04/23/2024	AT&T	\$160.50		
71829	04/23/2024	B & G Tires Of Vallejo	\$687.80		
71830	04/23/2024	Big Creek Lumber & Building Material:	\$174.17		
71831	04/23/2024	C-DAT	\$360.00		
71832	04/23/2024	Commercial Pool Systems, Inc	\$3,719.54		
71833	04/23/2024	Vincent Concepcion	\$488.92		
71834	04/23/2024	FASTSIGNS-American Canyon	\$71.01		
71835	04/23/2024	Green Valley Aloha Saw & Mower	\$2,167.64		
71836	04/23/2024	Kaiser Permanente-OHSS	\$40.00		
71837	04/23/2024	Kim Leslie	\$100.00		
71838	04/23/2024	Minuteman Press	\$41.52		
71839	04/23/2024	Municipal Resource Group, LLC	\$14,906.25		
71840	04/23/2024	Abraham Olivas	\$190.00		
71841	04/23/2024	Pape Machinery, Inc	\$254.53		
71842	04/23/2024	Quench USA, Inc.	\$49.39		
71843	04/23/2024	R & D Termite And Pest Control	\$210.00		
71844	04/23/2024	Sutter Solano Medical Center	\$750.00		
71845	04/23/2024	Syber Fiber	\$379.00		
71846	04/23/2024	Veritiv Operating Company	\$127.69		
71847	04/23/2024	P G & E	\$47.86		
71848	04/23/2024	Dell Marketing L.P.	\$2,201.88		
71849	04/23/2024	AT&T	\$53.50		
71850	04/23/2024	Angelito Or Loana Claudio	\$1,008.00		
71851	04/23/2024	Horizon	\$573.75		
71852	04/23/2024	Bayshore Materials	\$448.63		
71853	04/23/2024	Bert Williams & Sons Inc	\$110.31		
71854	04/23/2024	Grainger	\$1,249.37		
71855	04/23/2024	P G & E	\$1,189.26		
71856	04/23/2024	Tecogen	\$3,114.10		
71857	04/23/2024	AAA Business Supplies & Interiors	\$163.06		
71858	04/23/2024	B & G Tires Of Vallejo	\$48.00		
71859	04/23/2024	Dave Bang Associates, Inc	\$3,843.08		
71860	04/23/2024	BHI Management Consulting	\$1,560.00		
71861	04/23/2024	Big Creek Lumber & Building Material:	\$330.56		
71862	04/23/2024	Hanna Boyer	\$49.52		
71863	04/23/2024	BPX Printing & Graphics	\$411.83		
71864	04/23/2024	AT&T	\$84.96		
71865	04/23/2024	Cintas Corporation	\$478.67		
71866	04/23/2024	Comcast	\$185.03		
71867	04/23/2024	Cougar Mountain Software	\$613.00		
71868	04/23/2024	Fortify Fire Protection	\$1,595.96		
71869	04/23/2024	Green Valley Aloha Saw & Mower	\$2,540.91		
71870	04/23/2024	Chondra Renee Harris	\$346.50		
71871	04/23/2024	Richard Jackson	\$750.00		
71872	04/23/2024	Lift Off, LLC	\$483.00		
71873	04/23/2024	M & M Sanitary LLC	\$330.48		

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

5/6/2024 4:50:03PM

Page 3

Bank Code: GEN		Bank Of The West Operating Account		Current Balance:		\$79,485.62	
Document Number	Date	Payee Name / Description				Amount	
71874	04/23/2024	Napa Ford-Lincoln				\$786.44	
71875	04/23/2024	NBS				\$2,948.00	
71876	04/23/2024	National Recreation And Park Associa				\$180.00	
71877	04/23/2024	NuCO2				\$1,298.37	
71878	04/23/2024	R & D Termite And Pest Control				\$105.00	
71879	04/23/2024	Renne Public Law Group LLP				\$11,246.19	
71880	04/23/2024	Birgit Rickert				\$149.00	
71881	04/23/2024	Everett Spencer				\$110.00	
71882	04/23/2024	Uline Shipping Supplies				\$2,455.03	
71883	04/23/2024	Verdin				\$5,834.62	
71885	04/23/2024	Calmat Co DbA Vulcan Materials Co				\$12,271.36	
71886	04/24/2024	P G & E				\$21,953.88	
71887	04/25/2024	Mehzabeen Ali				\$100.00	
71888	04/25/2024	Shavon Booker				\$100.00	
71889	04/26/2024	Eileen Brown				\$275.00	
71890	04/26/2024	Deberah Carey				\$167.79	
71891	04/26/2024	Kerry Carmody				\$167.79	
71892	04/26/2024	Richard Conzelmann				\$760.78	
71893	04/26/2024	Jose Famalette				\$167.79	
71894	04/26/2024	Patricia Gloyd				\$167.79	
71895	04/26/2024	Penny Harman				\$430.08	
71896	04/26/2024	Cynthia Hewitt				\$208.52	
71897	04/26/2024	Jerome Lohr				\$385.16	
71898	04/26/2024	Prisco Manglona				\$167.79	
71899	04/26/2024	Roger Maryatt				\$275.00	
71900	04/26/2024	Jeremias Morgado				\$167.79	
71901	04/26/2024	Randy Nicks				\$275.00	
71902	04/26/2024	Nancy Ortiz				\$167.79	
71903	04/26/2024	Steve Pressley				\$167.79	
71904	04/26/2024	Francis Radziewicz				\$167.79	
71905	04/26/2024	Joan Russell				\$167.79	
71906	04/26/2024	Anita Sailas				\$264.54	
71907	04/26/2024	Barbara Schmidt				\$167.79	
71908	04/26/2024	Audrey Tucker				\$167.79	
71909	04/26/2024	Adeline Varni				\$167.79	
		Bank Totals	Items			Total Voids	Items
Checks		\$566,451.79	146			\$0.00	1
Deposits		\$0.00	0			\$0.00	0
Deductions		\$0.00	0			\$0.00	0
Additions		\$0.00	0			\$0.00	0
Bank Charges		\$0.00	0			\$0.00	0
Net Activity for GEN				Bank Of The West Operating Account:		(\$566,451.79)	

Report Totals:							
		Totals	Items			Total Voids	Items
Checks		\$566,451.79	146			\$0.00	1
Deposits		\$0.00	0			\$0.00	0
Deductions		\$0.00	0			\$0.00	0
Additions		\$0.00	0			\$0.00	0
Bank Charges		\$0.00	0			\$0.00	0
Net Activity:						(\$566,451.79)	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

5/6/2024 4:50:03PM

Page 4

Report Selection Criteria

	Start	End
Bank Account:	GEN	GEN
Date Range:	Custom	
Item Date:	04/01/2024	04/30/2024
Document Number:	Start	End
Payee:	Start	End

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

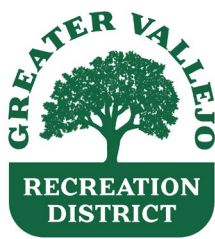
Search For 3: \$0.00

And/Or: Or

Search For 4: Amount

Search For 5: less than

Search For 6: \$0.00



Agenda 9

BOARD COMMUNICATION

Date: March 14, 2024

TO: Board Chairperson and Directors

FROM: Gabriel Lanusse, General Manager

SUBJECT: Authorize General Manager to attend the CALPELRA conference in Fiscal Year 2024-2025

BACKGROUND AND DISCUSSION

I am requesting authorization to attend the following conference

California Public Employers Labor Relations Association (CALPELRA) will be held November. I have attended this conference in the past and would like to attend again. It provides information and resources related to managing employees and working with Unions. I am reducing my overall budget for training for next year but would like to include this one. Costs associated with the conference is Registration of \$790, and hotel at approximately \$1363. It is in Monterey, therefore no flights. Food is included.

RECOMMENDATION

Authorize attendance for the CALPELRA conference

FISCAL IMPACT

Estimate: \$2153

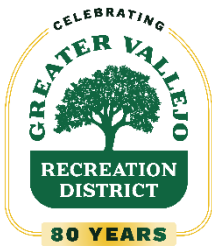
ALTERNATIVES CONSIDERED

Authorize conferences

Deny request

DOCUMENTS AVAILABLE FOR REVIEW

None



Recreation Services Board Updates

05/09/2024

Activity Guide:

- N/A

Aquatics:

- May is national water safety month, and aquatics staff are gearing up for the first Pool Safety Day. This event will bring awareness around water safety to the community, through education, games, and informational booths.
- Summer swimming lessons and camps are filling up quickly.

Community Centers:

- One People Tribe will be starting a food distribution Pantry at the South Vallejo Community Center for families in need.



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

- Children's Wonderland hours of operation have changed for the summer season and is now open from 11am-7pm, W-M.
- Community Outreach staff has partnered with Six Flags for Education Days every Friday in May from 10am-2pm. GVRD Assistant Coordinators will participate at each event doing outreach to promote programs and services to attendees.
- The Recreation Expo had 547 guests in attendance. Staff will debrief this week to discuss successes, challenges, and select a date for next year's event.



Sports/Gym:

- Bay Area FilAm runs a Filipino-American basketball league will become a consistent user of the gym during the weekends.

Staffing:

- We're ramping up recruitment for the summer and will fill PT summer vacancies in several program areas.

Youth Services:

- Summer planning for camps is going well. Summer staff have been selected, field trips have been confirmed and buses have been requested for all eight weeks of summer field trips.



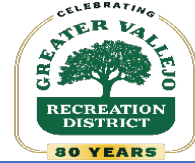
Maintenance Department Board Update

5/9/2024

Parks and Facilities

- City Park
 - Staff made repairs on sections on the concrete pathway.
- Richardson Park
 - Staff is working with PG&E on reviewing the usage and billing of the park electrical meter.
- SVCC
 - The City of Vallejo will begin the installation of the charging stations on May 6th.
- Cunningham Pool
 - Pool electrical meter issue was repaired, working with PG&E for a reimbursement.
- Irrigation
 - The parks irrigation systems are back on, and staff are working on making irrigation repairs.
- Weed Abatement
 - Beverly Park and High Glen were mowed; staff began mowing at McIntyre Ranch.
- Earth Daze Event
 - Parks Staff participated in this event and received positive comments about our Parks from the public.
- Fleet
 - We had repairs done by the heavy equipment mechanics on our backhoe equipment.

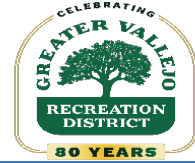
BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
395/401 Renovations					
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	4/15/2024	100%	<input checked="" type="checkbox"/>	Notice of Completion was filed with the county.
VCC HVAC					
Design Phase	6/1/2023	3/31/2023	100%	<input checked="" type="checkbox"/>	Engineer completed the design. On hold until funds available.
Permit Issued	4/1/2023	6/1/2024	0%	<input type="checkbox"/>	
Proposed Board Approval	8/1/2024	9/31/2024	0%	<input type="checkbox"/>	
RFP	10/1/2024	11/28/2024	0%	<input type="checkbox"/>	
Build	12/1/2024	2/1/2025	0%	<input type="checkbox"/>	
Cunningham Pool Shade Structures					
Design/Assessment Phase	1/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2023	8/28/2024	0%	<input type="checkbox"/>	Received a proposal for engineering plans; we decided to postpone until new budget in July.
RFP	12/2/2024	12/31/2024	0%	<input type="checkbox"/>	
Build	1/1/2025	5/28/2025	0%	<input type="checkbox"/>	
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"/>	
RFP	6/21/2023	10/28/2023	100%	<input checked="" type="checkbox"/>	

BOARD PROJECTS UPDATE



Date

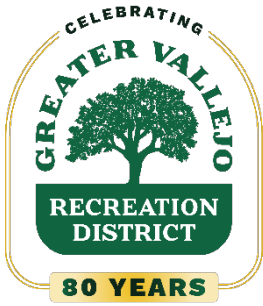
TASK	START	END	% COMPLETE	DONE	NOTES
Build	1/8/2024	8/1/2024	<div style="width: 25%; background-color: #28a745;"></div> 25%	<input type="radio"/>	Contractor installed the ADA parking spots; had the inspection from the City for the electrical, framing, and plumbing on the new restrooms.
Terrace Park Playground					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	1/30/2022	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
Build	1/15/2023	5/15/2024	<div style="width: 99%; background-color: #28a745;"></div> 99%	<input type="radio"/>	Had a meeting with the disc golf group; will be working on building a kiosk and a welcoming sign.
Hanns Park Disc Golf					
Design Phase	3/1/2021	9/27/2021	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
Build	10/6/2021	5/30/2024	<div style="width: 98%; background-color: #28a745;"></div> 98%	<input type="radio"/>	We received a draft of the welcoming sign, will be making some adjustments.
Lake Dalwigk Park Improvements					
Design Phase	5/1/2023	10/31/2023	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	Interwest will be doing a presentation at the board meeting in November.
Permit Issued	1/15/2024	2/28/2024	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
RFP	1/15/2023	3/30/2024	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
Build	5/1/2024	8/1/2024	<div style="width: 0%; background-color: #28a745;"></div> 0%	<input type="radio"/>	Caltrans gave a six month extension for the completion of the project.
Children's Wonderland Electrical Upgrade					
Design Phase	4/1/2023	6/1/2023	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2023	11/31/2023	<div style="width: 100%; background-color: #28a745;"></div> 100%	<input checked="" type="checkbox"/>	

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
RFP	7/1/2024	7/30/2024	0%	<input type="radio"/>	Staff ordered the panel.
Build	10/1/2024	12/1/2024	0%	<input type="radio"/>	
North Vallejo Community Center Electrical Upgrade					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="radio"/>	
Permit Issued	6/1/2023	11/30/2023	100%	<input checked="" type="radio"/>	
RFP	7/1/2024	7/30/2024	0%	<input type="radio"/>	Staff ordered the panel.
Build	10/1/2024	12/1/2024	0%	<input type="radio"/>	
Dan Foley Cultural Center Electrical Upgrade					
Design Phase	12/1/2023	3/1/2024	100%	<input checked="" type="radio"/>	
Permit Issued	4/1/2023	5/30/2024	0%	<input type="radio"/>	plans were sent to PG&E for approval.
RFP	8/1/2024	10/30/2024	0%	<input type="radio"/>	
Build	1/1/2025	3/1/2025	0%	<input type="radio"/>	
Franklin Middle School					
Prop 68 Management RFP	1/1/2024	7/1/2024	50%	<input type="radio"/>	The RFP documents were sent to our legal counsel for their review.
Design Phase			0%	<input type="radio"/>	
Permit Issued			0%	<input type="radio"/>	
Build			0%	<input type="radio"/>	
Portable Buildings	1/1/2024	7/30/2024	0%	<input type="radio"/>	
				<input type="radio"/>	



Human Resources Board Update

May 9, 2024

April Employee of the Month:

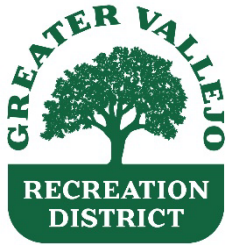
- Luisa McQuilling and Brian Thyron.

Current HR Projects:

- Total Compensation Study - Consultant sending surveys to the 12 comparable agencies approved by the board. Study results expected end of May.
- Amending part-time employee handbook – complete by mid-May
- Creating a Workplace Violence Prevention Plan as per SB553:
 - WPVP Committee's kick-off meeting is May 16.
 - Complete plan/procedures by mid-June
 - Roll out online active shooter training in June
 - Still waiting to hear from Solano Co. Sheriff re: De-escalation Tech.
- Revamping Supervisor/Manager Employee Performance Assessment Form
- Researching vendors for after-hours and weekend post-accident drug and alcohol testing. Implement in May.
- Assisting finance with the selection of a finance/payroll/timekeeping/HR system.

On-Going HR Projects:

- Amending/creating policies
- Conducting HR compliance audits
- Creating data retention policies and procedures
- Mentoring Human Resources Coordinator
- Preparing for CAPRI (insurance) audit
- Staying on top of ever-changing employment and labor laws



Finance Director Board Update

May 09, 2024

FY21/22 Audit Status

- The focus for the Finance team is currently FY 24/25 budget, payroll and CalPERS projects and not on the follow up on FY 21/22 audit.

Updates and Efforts in the Finance Department

- CalPERS part time audit continues.
- The Finance team is making progress in GL reconciliations and cleanup of the financial data.
- Financial and HRIS Software Replacement RFP – Last set of module-focused meetings and demonstrations took place in the last couple of weeks. Both vendors are working on proposals to begin the discussion of scope.
- FY24-25 Budget process is ongoing. Going into deeper discussions to address the results provided by the Cash Flow Projections presented in the last board meeting.