



GREATER VALLEJO RECREATION DISTRICT

Mission Statement: *Building community and enhancing quality of life through people, parks, and programs.*

395 Amador Street, Vallejo, CA 94590-6320 • 707-648-4600 • FAX 707-648-4616

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting, will be made available for public inspection in the District offices during normal business hours. Documents will also be available electronically at <https://www.gvrd.org/about-us/agendas-minutes/>

Board of Directors
Rizal Aliga
Ron Bowen
Robert Briseño
Adjoa McDonald
Wendell Quigley

General Manager
Gabriel Lanusse

Greater Vallejo Recreation District Board of Directors **AGENDA-REGULAR MEETING**

January 12, 2023

Administrative Office – Board Room

401 Amador Street

6:30 p.m.

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Roll Call**
- 4) **Election of Board Officers:**
Consider the following:
 - A. Nomination and election of Chair
 - B. Nomination and election of Vice-Chair
 - C. Nomination and election of Secretary
- 5) **Presentation:**
Audit Presentation-Fiscal Year 2020-2021
- 6) **Approval of Agenda**
- 7) **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.

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.

A) Approve Board Minutes-December 8, 2022

B) Accept Policies and Personal Committee Minutes-November 28, 2022

C) Accept Programs and Publicity Committee Minutes-December 6, 2022

D) Accept Budget and Finance Committee Minutes-December 12, 2022

E) Accept Facility and Development Committee Minutes-December 19, 2022

F) Accept Policies and Personal Committee Minutes-December 19, 2022

G) Accept Fiscal Year 2022-2023 Measure K Final Levy Summary Report

10) Financials:

A) Approve Financial Statement through 12/31/2022 (Harman)

B) Approve Payment of Bills 12/1/2022 through 12/31/2022 (Harman)

11) Staff Updates-Information Only

A) Finance Director

B) Recreation Superintendent

C) Maintenance Superintendent

D) General Manager

12) Announcements and Comments from Board Members:

13) Meeting Adjourn:



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Greater Vallejo Recreation District Board of Directors

MINUTES

December 8, 2022 – 401 Amador Street

6:30 p.m.

1) **Call to Order:**

Chairperson Bowen called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., December 8, 2022, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2) **Pledge of Allegiance:**

Chairperson Bowen led the pledge.

3) **Roll Call:**

Present: Chairperson Bowen; Secretary Rizal Aliga Directors; Wendell Quigley, Robert Briseño

Staff: Legal Counsel, Gary Heppell; Maintenance Superintendent, Salvador Nuno; Finance Director, Penny Harman; Recreation Superintendent, Antony Ryans; Human Resources Director, Casey Halcro; Board Clerk, Kimberly Pierson

Excused: Vice-Chairperson McDonald; General Manager, Gabe Lanusse

4) **Approval of Agenda:**

Director Quigley offered the motion, seconded by Director Aliga to approve the agenda with one change to remove item 7-G. Motion passed.

5) **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

6) Committee Updates:

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

McIntyre Ranch, Nov. 22nd – Well attended, lengthy discussion.

Policies & Personal, Nov. 28th-discussion on dress code, how to sanction and remove a board member.

Facility and Development, Nov. 21st-Presentation by Enterprise Fleet.

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 particular item will be removed from the consent calendar and will be considered separately.

A) Approve Board Minutes-Special Meeting-November 3, 2022

B) Approve Board Minutes-November 10, 2022

C) Accept Policy and Personal Committee Minutes-October 24, 2022

D) Accept Programs and Publicity Committee Minutes-November 8, 2022

E) Accept Budget and Finance Committee Minutes-November 14, 2022

F) Accept Facility and Development Committee Minutes – November 21, 2022

~~**G) Accept Policy and Personal Committee Minutes-November 28, 2022**~~

H) Approve Contract with Renne Public Law Group (RPLG) to provide Legal Services to the District for a term of 3 Years (Lanusse)

Director Quigley offered the motion, seconded by Director Briseño to approve the Consent Calendar. Motion passed.

8) Financials:

A) Approve Financial Statement through 11/30/2022 (Harman)

Director Briseño offered the motion, seconded by Director Quigley to approve the financial statement through 11/30/2022. Motion passed.

B) Approve Payment of Bills 11/1/2022 through 11/30/2022 (Harman)

Director Quigley offered the motion, seconded by Director Briseño to approve the Budget Calendar for Fiscal Year 2023-2024. Motion passed.

C) Approve the Budget Calendar for Fiscal Year 2023-2024 (Harman)

Director Briseño offered the motion, seconded by Director Quigley to approve the financial statement through 11/30/2022. Motion passed.

D) Approve Proposed Part Time Pay Range Table (Harman)

Director Briseño offered the motion, seconded by Director Aliga to approve Part Time Pay Range Table. Motion failed. Director Bowen offered the motion, seconded by Director Aliga to approve the Part Time Pay Range Table with all positions receiving at least a 4% increase. Motion passed with 3 votes in favor and 1 against.

9) New Business:

A) Approve a one-time schedule payment to staff from COVID-19 Fiscal Relief for Special Districts funds at a maximum cost to the District of \$73,044 (Harman)

5 Speakers for Public Comment

Chairperson Quigley offered the motion, seconded by Director Aliga to give all full-time members \$1500 each. Motion failed. After discussion Director Bowen made a motion, seconded by Director Quigley to give all full-time employees, except for the General Manager, a \$2,000 one-time off schedule payment. Motion passed with 3 votes in favor and 1 against. Direction was given to research a similar payment for part time employees.

B) Approve Request from Leaven Kids for a reduced rate of \$900/month for use of the Norman King Community Center for Afterschool Tutoring (Ryans)

After discussion Director Bowen offered the motion, seconded by Director Briseño to approve a reduced rate of \$900 for a 2-year period for the use of the Norman King Community Center for Leaven Kids. Motion passed with 3 votes in favor and 1 against. Direction given to staff to accelerate the process of coming up with a policy for subsidizing non-profits in the area.

C) Approval to move forward with the replacement of Dan Foley artificial turf field at a cost of up to \$1,100,000 plus optional scope up \$270,000 (Nuno)

Director Briseño offered the motion, seconded by Director Quigley to move forward with the replacement of the artificial turf field (\$1,100,000 plus the additional \$270,000) Motion passed.

D) Approve 1st Read of Policy 3031-Debt Policy (Harman)

Director Briseño offered the motion, seconded by Director Aliga to approve Policy 3031-Debt Policy. Motion passed.

E) Approve 1st Read of Policy 3066-Pension Funding (Harman)

Director Briseño offered the motion, seconded by Director Bowen to approve Policy 3066-Pension Funding. Motion passed.

10) Administrative Items

A) Approve the Board Meeting Calendar for 2023 (Pierson)

No action taken. Future discussion will be held to determine if the November and December meetings could be moved.

B) Distribution of the Board of Director's Office Request Form-Calendar Year 2023 (Pierson)

No action taken.

11) Staff Updates-Information Only

A) Human Resources Director

· Gave a departing speech.

B) Finance Director

- Provided an updated on the 1st Apportionment of Fiscal Year 2022-2033 taxes.

C) Recreation Superintendent

- Played a video of the recent tree lighting event.

D) Maintenance Superintendent

- Provided an update on the Vallejo Community Center Kitchen, and Foley Projects

E) General Manager-Absent

12) Executive Session: At 9:06pm Chairperson Bowen convened Executive Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION Government Code section 54957 Title: General Manager

At 9:41pm Chairperson Bowen reconvened regular session and reported the following: Evaluation forms were discussed which the General Manager has already partially filled out. Note was made that the board never approved the form and board never came to an agreement on what the form would look like. Direction to Board Clerk: Board would like to schedule a special meeting in January with the five of them to discuss the General Manager review.

13) Announcements and Comments from Board Members:

None

14) Meeting Adjourn:

Director Quigley offered the motion, seconded by Director Rizal to adjourn the meeting at 9:42 p.m. Motion passed.

Rizal Aliga, Board Secretary

Date

Next meeting: January 12, 2023 –Board Meeting



Agenda 9B

BOARD COMMUNICATION

Date: January 12, 2023

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Policies and Personnel Committee meeting November 28, 2022

RECOMMENDATION

To accept the minutes from Policies and Personnel Committee from the November 28, 2022 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Policies and Personnel Committee Minutes from November 28, 2022



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Policies and Personnel Committee Minutes
Monday, November 28, 2022
9:30 a.m.
Administrative Office-Board Room
395 Amador Street

In attendance: Director Briseño, General Manager Lanusse,
Human Resources Director Halcro **Absent:** Director Bowen

Meeting began: 9:30am

1. Public Comment

N/A

2. Policy 1010-Adoption/Amendment of Policies

- a. Director Brisenno suggested changing the word 'override' to 'conflict with'

3. Policy & RR 2035-Dress Code

- a. Director Brisenno suggested that, if we are to update a dress code policy we would want to create separate policies for Staff and Board Members
- b. Committee discussed Board Members wearing logo apparel from another agency during board/committee meetings and Committee Chair did not see an issue with this
- c. Committee discussed perfume and cologne and HR Director suggested that, should employees need it, GVRD could move toward a low scent/scent free environment
- d. RR needs to be updated to match the changes made in the aquatics department
- e. Staff suggests that it's important to consider that employees from diverse experiences will have diverse understandings of what "dress code" is necessary. It's important to consider multiple perspectives.

4. Policy & RR 4010-Code of Ethics

- a. Committee discussed that complaints between board members should be reported to and addressed by the Committee Chair. If the complaint is about the Committee Chair and at least two members of the Board have a similar concern, then Board members meet, absent of Committee Chair to discuss.
- b. Committee also discussed looking into if and how consider having an opportunity to sanction a member of the board should it ever be needed.
- c. Committee discussed adding in some language to the policy regarding what would happen were a board member to break the confidentiality of Executive Session.

5. Policy 4020-Attendance at Meetings

- a. Committee discussed the need for consistent board member attendance at board meetings. This again brought up a discussion of sanctioning board members should it ever become necessary.

6. Policy 4040 – Board Officers

- a. Committee discussed making changes to the Committee Chair criteria but ultimately decided that the current language is reasonable.
- b. Regarding the section about the Secretary, Committee discussed making a change to the second to the last sentence of the policy so that it would read, “The Secretary may be called upon...”

7. Policy 5020-Conducting Board Meetings

- a. Committee discussed changing pronouns in this and all other policies from he/she to they/them

8. Human Resources Director Position – Update

- a. GM Lanusse asked HR Director Halcro to give an update on her position. Halcro shared that she’s turned in her resignation and December 9 will be her last day at GVRD.

9. Discussion on Proposed New Job Positions:

(1) Assistant General Manager/Marketing/Human Resources (Admin)

- a. Committee discussed this possibility and Committee Chair suggested that it would not be best for the District to hire someone to oversee multiple responsibilities as you’d have a situation of all of those received too little attention. Committee Chair would like to see a Human Resources Director as its own separate position. Staff commented that we are a small district, and have to wear multiple hats. A past organization structure mentioned having a Administrative Department head. Also, with the unfilled Project Manager, and now the HR Director, the district could now fund an assistant GM. Staff will do more research regarding the position along with compensation.

(1) Custodian (Facilities)

- a. Committee did not discuss

(1) Visitor Services Coordinator FT (Parks)

- a. Committee did not discuss

(1) Assistant Pool Coordinator (Recreation)

- a. Committee did not discuss

(1) Facilities Maintenance Worker I (Facilities)

- a. Committee did not discuss

(1) Customer Service Rep. (Recreation)

- a. Committee did not discuss

(1) Recreation Coordinator (Recreation)

- a. Committee did not discuss

- (1) Parks Maintenance Worker I (10-year Master Plan)
 - a. Committee did not discuss

Adjourned at 10:30am



Agenda 9C

BOARD COMMUNICATION

Date: January 12, 2023

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Programs and Publicity Committee meeting December 6, 2022

RECOMMENDATION

To accept the minutes from Programs and Publicity Committee from the December 6, 2022 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Programs and Publicity Committee Minutes from December 6, 2022



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Programs and Publicity Committee Minutes

Tuesday, December 6, 2022

4:00 P.M.

Administrative Office-Board Room

401 Amador Street

In attendance: Director Aliga, Quigley & General Manager, Gabriel Lanusse

Meeting began: 4:00 P.M.

1. **Public Comment-** No public comment.
2. **Activity Guide Update-** Production of the Activity Guide has begun. The GM had submitted his introduction and staff are reviewing the schedules and fees to make sure they align in print and online.
3. **Adaptive Recreation-** Formerly know as REACH will begin again. More information to follow.
4. **Aquatic Programs-** It is the winter session, so it has slowed down. They will be closed between Christmas and New Year's Day.
5. **Children's Wonderland-** Winter at Wonderland was a great event even with the rain. Families look forward to it, we may scale back the activities as it is frequently inclement weather during the event.
6. **Community Centers Update-** Nothing new to report
7. **Community Events-** The Turkey Drive increased its outreach and served 52 families. This past Sunday was the kickoff for Festival of Lights at CW park. The committee pointed out the cost of Flannels and Flapjacks and asked what happened to Breakfast with Santa. It was recommended to reduce the fee and change name back to Breakfast so that more families can participate and are aware of the event. Costs were discussed, and refunds will be given.
8. **Marketing Update-** Verdin is preparing for the brand launch of "Enrich" we are also updating photos of sites.
9. **Recreation Software-** Civic Rec will launch is going through its launch and will be ready for the spring registrations.

10. **Recreation 80-** General Manager Lanusse touched on Rec 80 a concept he curated along with recreation staff which encompasses offering 80 innovative programs through GVRD during the 80th anniversary.

11. **Sports Programs-** Staff have begun the planning for the 18th Annual Sports Hall of Fame fundraiser. We will scale back the event and focus on its original intent of raising funds for kids to participate in sports programs at GVRD. The GM also met with the Museum regarding the HOF space.

12. **Youth Services-** Winter Break Camp are coming up soon, and staff are preparing for it.

Adjourned at 4:54 P.M.



Agenda 9D

BOARD COMMUNICATION

Date: January 12, 2023

TO: Board Chairperson and Directors

FROM: Staff

**SUBJECT: Accept the Minutes from the Budget and Finance Committee meeting
December 12, 2022**

RECOMMENDATION

To accept the minutes from Budget and Finance Committee from the December 12 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Budget and Finance Committee Minutes from December 12, 2022.



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Wendell Quigley

General Manager
Gabe Lanusse

**Budget and Finance Committee Minutes
Monday December 12, 2022
9:30 A.M.
Administrative Office-Board Room
401 Amador Street**

In attendance: Directors Bowen and Briseño. General Manager, Gabriel Lanusse
Absent: Finance Director Harman

Meeting began: 9:30 A.M.

1. **Public Comment-** No public comment.
2. **Fee Schedule-** The committee members reviewed the proposed fee schedule and made suggestions. A column that has the current fees, and a column that has proposed fees would be very useful. A column that includes % difference should be included as well. Every line item should have a place holder; either a number or TBD. Non-resident fees should increase. Resident fees should have justifications for either increases, decreases or status quo. Some activities had high dollar amounts and should be reviewed and adjusted following and according to the subsidy policy.
3. **One-time schedule payment from COVID-19 Fiscal Relief for part-time employees-** The committee discussed possible ways to figure out amounts to PT staff. The maintenance department reported it is probably around 5 employees, and recreation thinks it would be about 12 employees. Staff had not done the research as to the actual amount of staff at the time of the meeting. It was suggested to do either a tier amount, or percentage based on the number of hours. For example, a PT staffer can only work up to 1200 hours in one year. If the amount is up to \$2000 per employee, divide to get a dollar amount per hour. If they worked 600 hours, they would get \$1000. A tiered approach would be 0-250 hours= \$500. 251-500= \$1000, etc.,
4. **Preparation for upcoming negotiations with unrepresented staff and bargaining units-** The GM is reviewing existing MOU's, contracts, and related materials and compiling discussion points that he will bring to the new legal counsel to prepare for negotiations.

5. **Budget Review with Municipal Resource Group-** The GM will review the current budget, and last year's budget to provide an outside overview of how we are doing. This is not an audit, but a review from former City Managers regarding our budget.

Adjourned at 10:31 A.M.



Agenda 9E

BOARD COMMUNICATION

Date: January 12, 2023

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Facility and Development Committee meeting December 19, 2022

RECOMMENDATION

To accept the minutes from Facility and Development Committee from the December 19, 2022 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Facility and Development Committee Minutes from December 19, 2022



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General Manager
Gabe Lanusse

Facility and Development Committee Minutes

Monday, December 19, 2022

5:30 p.m.

Administrative Office-Board Room

401 Amador Street

In attendance: Director McDonald, Director Aliga, General Manager Lanusse,
Maintenance Superintendent Nuno

Meeting began: 5:30 PM

1. Public Comment

No public comment.

2. Dan Foley Cultural Center Upgrades:

Maintenance Superintendent Nuno reported that a roof contractor is working on making major repairs on the roof of the building, and they should complete these repairs soon. There is a contractor also working on the interior of the building installing the baffles on the ceiling; this will help improve the acoustics of the building.

3. 395/401 Amador Street Building Improvements:

Maintenance Superintendent Nuno reported that the contractor is working on the completion of the restrooms at 395 building and on the installation of the ADA lift at 401 building. The abatement of 395 building was completed, and staff worked with an engineer to generate plans for the finishes for 395 building. The plans were submitted to the City for their approval.

4. Vallejo Community Center Improvements:

Maintenance Superintendent Nuno reported that the kitchen is getting close for completion and the contractor is working on getting everything ready for the inspections; the railing of the front ADA ramp will be installed in January. The contractor also installed new floors and some painting was also done. Staff replaced the partitions in the restrooms. General Manager Lanusse mentioned that the Rec department is working on having an open house event in February, and we will be having the ribbon cutting before the open house event.

5. Capital Improvement List:

Staff reported that they will be working on the CIP list and will be also presenting the list of projects to the board and get the feedback from the board on what kind of improvements/projects they would like to include on the list. The committee mentioned that we should add signage to our facilities.

6. Pickleball Survey Results:

The survey was out to the public to participate for two months; staff presented the summary of the responses to this pickleball survey.

7. Prop. 68 Projects – Terrace Park and Setterquist Park:

Maintenance Superintendent Nuno reported that staff received four proposals for the new playground for Terrace Park and that will be getting funding from the State; staff is also working with contractors on getting proposals for the improvements of Setterquist Park. The improvements include adding three additional basketball half courts, replacing the fence, and adding bleachers and benches.

8. Caltrans Clean California Grant – Lake Dalwigk

The park was awarded with 4.8 million grant funding to do improvements in the Park. Staff is working with the City on the contract. The City will be leading the project partnering with VFWD and GVRD. City will be putting out an RFP soon.

9. Children’s Wonderland Mural Proposal:

Maintenance Superintendent Nuno presented a drawing design from local artist that would go to Children’s Wonderland Park. Recreation staff had been working with the artist on the drawing designs for Children’s Wonderland. The drawings were well accepted by the Committee.

Adjourned at 6:39 PM



Agenda 9F

BOARD COMMUNICATION

Date: January 12, 2023

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Policies and Personnel Committee meeting December 19, 2022

RECOMMENDATION

To accept the minutes from Policies and Personnel Committee from the December 19, 2022 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Policies and Personnel Committee Minutes from December 19, 2022



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Policies and Personnel Committee Minutes
Monday, December 19, 2022
9:30 a.m.
Administrative Office-Board Room
401 Amador Street

In attendance: Director Briseño, General Manager Lanusse,
Human Resources Clerk Morehouse
Absent: Director Bowen

Meeting began: 9:31am

1. Public Comment

N/A

2. Policy 0000-Introduction

- a. Concern that was brought to staff was that Directors should have a term limit, possibly two terms, with a partial term if they filled in for an opening due to an unforeseen vacancy. The example given was Director Sims passing away with three years remaining. An appointee fills in for the remainder and could still apply for appointment for two more terms. Councils have term limits, and maybe our board should as well. Director Briseno suggested not creating term limits.

3. Policy 4000-Board Selection

- a. Staff brought up two term limits for this policy, along with a restriction that ex-employees could not be on the board. Another option was that ex-employees would have to wait possibly 10 years to apply to be appointed. Director Briseno did not agree and pointed out that one person could not sway the board. Staff cited that a couple ex-employees had applied, and that staff were concerned about retaliation.

4. Review Policy Update Format

- a. Committee discussed to add a column on what the policy is, a column on showing it is in process, a column that it has been reviewed, and a column that it has been approved.
- b. Committee discussed when the last time it was reviewed and the last time it was updated.

Adjourned at 9:53am



Agenda 9G

BOARD COMMUNICATION

Date: January 12, 2023

TO: Board Chairperson and Directors
FROM: Penny Harman, Finance Director
SUBJECT: Measure K 2021-2022 SB 165 Annual Report

BACKGROUND

Senate Bill 165, the Local Agency Special Tax and Bond Accountability Act (the "Act"), was enacted by the State on September 19, 2000. The Act requires that any local special tax subject to voter approval prepare an annual report containing specified information concerning the use of proceeds. The requirements of the Act apply to Measure K.

The attached report intends to comply with Section 50075.3 of the California Government Code, which states:

"The chief fiscal officer of the issuing local agency shall file a report with its governing body no later than January 1, 2002, and at least once a year thereafter. The annual report shall contain all of the following:

1. The amount of funds collected and expended.
2. The status of any project required or authorized to be funded as identified in subdivision (a) of Section 50075.1."

RECOMMENDATION

Staff recommends the Board approve the filing of the SB 165 Annual Report for Measure K to comply with the Local Agency Special Tax and Bond Accountability Act.

DOCUMENTS AVAILABLE FOR REVIEW

2021-2022 Annual Report

RECEIVED
 12-12-2022
 K. Pierson
 Clerk

SB 165: LOCAL AGENCY SPECIAL TAX AND BOND ACCOUNTABILITY ACT

Senate Bill 165, filed with the Secretary of State on September 19, 2000, enacted the Local Agency Special Tax and Bond Accountability Act (the "Act"). This Act requires that any local special tax or local bond measure subject to voter approval contain a statement indicating the specific purposes of the special tax, require that the proceeds of the special tax be applied to those purposes, require the creation of an account into which the proceeds shall be deposited, and require an annual report containing specified information concerning the use of the proceeds. The Act only applies to any local special tax measure or local bond measure adopted on or after January 1, 2001, in accordance with Section 50075.1 or Section 53410 of the California Government Code.

Some of the requirements of the Act are handled at the formation of the Special Tax District and others are handled through annual reports. This section of this report intends to comply with Section 50075.3 of the California Government Code that states:

"The chief fiscal officer of the issuing local agency shall file a report with its governing body no later than January 1, 2002, and at least once a year thereafter. The annual report shall contain all of the following:

1. The amount of funds collected and expended.
2. The status of any project required or authorized to be funded as identified in subdivision (a) of Section 50075.1."

The requirements of the Act apply to the Funds for the following:

Greater Vallejo Recreation District
 Measure K Parcel Tax District (2018)

Purpose of Special Tax

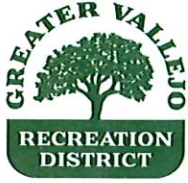
The special tax provides funding to keep parks and playgrounds open, preserve after-school and weekend programs that keep at-risk children off the streets, to continue offering programs that help seniors stay active and independent, and to keep parks, pools, and playgrounds clean, safe, and free of graffiti.

The services financed by the special tax are ongoing.

Collections and Expenditures

District	6/30/2021 Balance ⁽¹⁾	2021/22 Amount Collected ⁽¹⁾	2021/22 Amount Expended ⁽¹⁾	6/30/2022 Balance ⁽¹⁾
Measure K Parcel Tax District	\$(12,788.78)	\$2,092,627.20	\$2,347,916.81	(\$268,078.39)

(1) Values provided by the Greater Vallejo Recreation District.



Greater Vallejo Recreation District
Balance Sheet
All Funds Combined
December 31, 2022

Assets

Cash - Solano County	725,808.26
Cash - General Account - Bank of the West	341,450.05
Cash - Payroll - Bank of the West	(25,759.22)
Cash - Umpqua Bank - Reserve Account	1,627,567.74
Cash - Retiree Benefit Trust Fund	1,298,411.72
Accounts Receivable	<u>(251,733.38)</u>

Total Assets **3,715,745.17**

Liabilities

Accounts Payable	263,387.67
Payroll Related Payables	(68,361.60)
Building Deposits Payable	29,798.00
Amount Due Customers - Etrak	<u>4,095.78</u>

Total Liabilities 228,919.85

Net Assets

Fund Balance - Restricted Operating Reserve	0.00
Fund Balance - Unrestricted Operating Reserve	5,551,472.94
Fund Balance - Restricted Retiree Benefit	1,298,411.72
Fund Balance - Designated Reserve 15%	1,627,567.74
Excess Revenues Over Expenses	<u>(4,990,627.08)</u>

Total Net Assets 3,486,825.32

Total Liabilities and Net Assets **3,715,745.17**



Greater Vallejo Recreation District
Financial Report Year-to-Date
as of December 31, 2022
All Funds

<u>Revenue</u>	<u>Actual</u> <u>Yr to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Amount</u> <u>Remaining</u>	<u>Percent</u>
Administration	72,483	8,027,837	7,955,354	0.90%
Facilities	0	0	0	0.00%
Park Maintenance & Visitor Service	101,341	218,400	117,059	46.40%
Recreation	637,018	1,398,151	761,133	45.56%
Capital Improvements	0	3,324,690	3,324,690	0.00%
Total Revenues	810,842	12,969,078	12,158,236	6.25%
<u>Expenses</u>	<u>Actual</u> <u>Yr to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Amount</u> <u>Remaining</u>	<u>Percent</u>
Administration & General Support	1,343,486	2,410,942	1,067,456	55.72%
Planning & Development	93,508	188,741	95,233	49.54%
Facilities	659,813	1,450,172	790,359	45.50%
Visitor Services	57,120	155,433	98,313	36.75%
Landscaping & Grounds	888,288	2,160,910	1,272,622	41.11%
Recreation	1,649,502	3,116,168	1,466,666	52.93%
Capital Improvements	1,109,751	3,485,447	2,375,696	0.00%
Contingency Reserve	0	1,265	1,265	0.00%
Retiree Medical Benefit - OPEB	0	0	0	0.00%
Total Expenditures	5,801,468	12,969,078	7,167,610	44.73%
Net Revenues Over (Expenditures)	(4,990,626)	0	4,990,626	

Greater Vallejo Recreation District
Financial Report Year-to-Date
7/2022-12/2022
All Funds Detailed

<u>Revenues</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	72,483	8,027,837	7,955,354	0.90%	72,483
200	Planning & Development	0	0	0	0.00%	
300	Facilities	0	0	0	0.00%	-
301	Visitor Services	101,341	218,400	117,059	46.40%	
310	Landscaping & Grounds	0	0	0	0.00%	101,341
010	Recreation Administration	2,050	5,148	3,098	0.00%	
415	Children's Wonderland	23,225	59,560	36,335	38.99%	
430	Break Camp	21,010	49,305	28,295	42.61%	
450	Vallejo Community Center	3,609	0	(3,609)	0.00%	
451	Foley Cultural Center	99,307	200,000	100,694	49.65%	
460	Sports	17,006	116,120	99,114	14.65%	
465	Community Events	3,200	13,600	10,400	23.53%	
480	ExLP	130,597	166,542	35,945	78.42%	
481	After School Programs	178,313	280,000	101,687	63.68%	
486	Teen Services	0	2,200	2,200	0.00%	
490	Therapeutic Recreation	105	6,100	5,995	1.72%	
720	North Vallejo Community Center	15,277	29,035	13,758	52.62%	
721	South Vallejo Community Center	38,621	54,846	16,225	70.42%	
730	Cunningham Pool	104,698	415,695	310,997	25.19%	637,018

Total Revenues	810,841	9,644,388	8,833,547	8.41%	810,841
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<u>Expenses</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	914,226	1,554,923	640,697	58.80%	
007	Human Resources	212,683	410,048	197,365	51.87%	
100	Finance	216,577	445,971	229,394	48.56%	1,343,486
200	Planning & Development	93,508	188,741	95,233	49.54%	93,508
300	Facilities	659,813	1,450,172	790,359	45.50%	659,813
301	Visitor Services	57,120	155,433	98,313	36.75%	57,120
310	Landscaping & Grounds	888,288	2,160,910	1,272,622	41.11%	888,288
010	Recreation Administration	198,328	408,720	210,392	48.52%	
415	Children's Wonderland	117,105	208,340	91,235	56.21%	
430	Break Camp	72,608	190,272	117,664	38.16%	
450	Vallejo Community Center	14,057	17,562	3,505	80.04%	
451	Foley Cultural Center	178,009	353,972	175,963	50.29%	
460	Sports	88,852	209,219	120,367	42.47%	
465	Community Events	22,333	79,998	57,665	27.92%	
480	ExLP	207,347	300,786	93,439	68.94%	
481	After School Programs	202,174	369,336	167,162	54.74%	
486	Teen Services	549	7,883	7,334	6.96%	
490	Therapeutic Recreation	736	9,377	8,641	7.85%	
720	North Vallejo Community Center	24,517	47,720	23,203	51.38%	
721	South Vallejo Community Center	33,288	60,220	26,932	55.28%	
730	Cunningham Pool	489,599	852,763	363,164	57.41%	1,649,502
	Capital Improvements	1,109,751	3,485,447	2,375,696	31.84%	1,109,751
	Contingency Reserve	0	1,265	1,265	0.00%	
	Retiree Medical Benefit - OPEB	0	0	0		

Total Expenditures	5,801,468	12,969,078	7,167,610	44.73%	5,801,468
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Net Revenues Over (Expenditures)	(4,990,627)	(3,324,690)	1,665,937		(4,990,627)
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Greater Vallejo Recreation District
 Financial Report Year-to-Date
 as of December 31, 2022
 Measure K

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	0	2,250,000	2,250,000	0.00%
Total Revenues	0	2,250,000	2,250,000	0.00%
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	17,169	91,000	73,831	18.87%
Facilities	392,587	877,892	485,305	44.72%
Landscaping & Grounds	275,922	685,551	409,629	40.25%
Recreation	292,914	580,912	287,998	50.42%
Capital Improvements	146,883	385,000	238,117	0.00%
Total Expenditures	1,125,475	2,620,355	1,494,880	42.95%
Net Revenues Over (Expenditures)	(1,125,475)	(370,355)	755,120	

Greater Vallejo Recreation District
 Financial Report Year-to-Date
 7/2022-12/2022
 Measure K Detailed

<u>Revenues</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	0	2,250,000	2,250,000	0.00%	
007	Human Resources	0	0	0		
100	Finance	0	0	0		-
200	Planning & Development	0	0	0		
300	Facilities	0	0	0		
301	Visitor Services	0	0	0		
310	Landscaping and Grounds	0	0	0		
010	Recreation Administration	0	0	0		
415	Children's Wonderland	0	0	0		
430	Break Camp	0	0	0		
450	Vallejo Community Center	0	0	0		
451	Foley Cultural Center	0	0	0		
460	Sports	0	0	0		
465	Community Events	0	0	0		
480	ExLP	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	0	0	0		
490	Therapeutic Recreation	0	0	0		
720	North Vallejo Community Center	0	0	0		
721	South Vallejo Community Center	0	0	0		
730	Cunningham Pool	0	0	0		
Total Revenues		0	2,250,000	2,250,000	0.00%	0

<u>Expenses</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	17,169	89,000	71,831	19.29%	
007	Human Resources	0	0	0		
100	Finance	0	2,000	2,000	0.00%	17,169
200	Planning & Development	0	0	0		
300	Facilities	392,587	877,892	485,305	44.72%	392,587
301	Visitor Services	0	0	0		
310	Landscaping & Grounds	275,922	685,551	409,629	40.25%	275,922
010	Recreation Administration	25,349	10,000	(15,349)		
415	Children's Wonderland	10,410	83,923	73,513	12.40%	
430	Break Camp	0	0	0		
450	Vallejo Community Center	6,435	9,879	3,444	65.14%	
451	Foley Cultural Center	34,849	62,000	27,151	56.21%	
460	Sports	11,323	40,597	29,274	27.89%	
465	Community Events	53	8,612	8,559	0.61%	
480	ExLP	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	69	4,707	4,638	1.46%	
490	Therapeutic Recreation	121	2,777	2,656	4.37%	
720	North Vallejo Community Center	5,870	12,672	6,802	46.32%	
721	South Vallejo Community Center	9,151	14,000	4,849	65.36%	
730	Cunningham Pool	189,283	331,745	142,462	57.06%	292,914
	Capital Improvements	146,883	385,000	238,117	38.15%	146,883
	Contingency Reserve	0	0	0	0.00%	
	Retiree Medical Benefit - OPEB	0	0	0	0.00%	
Total Expenditures		1,125,474	2,620,355	1,494,881	42.95%	1,125,474

Net Revenues Over (Expenditures)	(1,125,474)	(370,355)	755,119	(1,125,474)
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Greater Vallejo Recreation District
Revenue and Expense Variance Report
December 2022

	For December Only				Cumulative through December				Adopted Budget	Projected at Year End	Variance	Notes
	Anticipated		Actual		Anticipated		Actual					
	%	\$	Actual	Over/(Under)	%	\$	Actual	Over/(Under)				
REVENUES												
Taxes	51.3%	4,060,900	0	(4,060,900)	51.3%	4,060,902	0	(4,060,902)	7,920,599	7,920,599	0	1
Other Admin Revenues	11.0%	11,800	8,529	(3,271)	38.1%	40,876	72,483	31,607	107,238	190,159	82,921	
Maintenance	3.4%	7,500	4,582	(2,918)	34.7%	75,715	101,341	25,626	218,400	292,320	73,920	
Recreation	6.6%	91,700	78,116	(13,584)	41.9%	585,882	637,018	51,136	1,398,151	1,520,182	122,031	
Capital Improvements									3,324,690	3,324,690	0	
Total Revenues		4,171,900	91,227	(4,080,673)		4,763,375	810,842	(3,952,533)	12,969,078	13,247,950	278,872	2
EXPENSES												
Administration	6.2%	148,800	413,696	264,896	45.0%	1,084,924	1,343,486	258,562	2,410,942	2,415,536	4,594	3
Maintenance	8.6%	340,900	427,268	86,368	45.0%	1,779,865	1,698,730	(81,135)	3,955,256	3,774,956	(180,300)	
Recreation	6.8%	211,300	299,178	87,878	46.7%	1,453,898	1,649,502	195,604	3,116,168	3,535,409	419,241	
Capital Improvements	8.3%	289,292	245,110	(44,182)	49.8%	1,735,753	1,109,751	(626,002)	3,485,447	3,485,447	0	
Contingency Reserve									1,265	1,265	0	
Retire Benefit-OPEB									0	0	0	
Total Expenses		701,000	1,385,252	439,142		4,318,688	5,801,469	373,030	12,969,078	13,212,612	243,534	4

Change in Fund Balance

0	35,338	35,338
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Notes:

1. Our 1st Apportionment of property taxes was due on 12/20/22. However, at the time of processing this report we had not yet received the statement from the county. These amounts will be included in the 1/31/23 reports.
2. All departments are over the anticipated amounts expected for revenues at this time of the year.
3. Expenses for Administration included a payment for insurance of \$256,495. This payment is normally made in January. This would not have been included in the "anticipated" percentage for December.
4. Capital Improvements and Maintenance are both under the anticipated amounts for expenses at this point in the year. Administration and Recreation are over the anticipated amounts. These over/under amounts vary throughout the year.

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

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Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68984	12/02/2022	SEIU LOCAL #1021	\$275.10
68985	12/07/2022	Mi Jalisco	\$659.00
68986	12/12/2022	City Of Vallejo	\$2,318.00
68987	12/12/2022	Regina Hamilton	\$210.00
68988	12/12/2022	Gabe Lanusse	\$1,199.05
68989	12/12/2022	Orlando Wynn	\$3,665.00
68990	12/12/2022	Jennifer Alvarez	\$50.00
68991	12/12/2022	Norma Cruz	\$50.00
68992	12/12/2022	Simona Dodson	\$205.00
68993	12/12/2022	Audrey Galo	\$50.00
68994	12/12/2022	Latoya Hamp	\$160.00
68995	12/12/2022	Josette Lacey	\$50.00
68996	12/12/2022	Dominic Molina	\$300.00
68997	12/12/2022	Jamiela Nutt	\$50.00
68998	12/12/2022	Claudia Porras	\$240.00
68999	12/12/2022	Maria Vargas	\$170.00
69000	12/12/2022	Tiana Yeoman	\$55.00
69001	12/13/2022	Casey Halcro	\$25.75
69002	12/13/2022	Metropolitan Life Insurance Company	\$6,904.60
69003	12/14/2022	Horizon	\$1,059.12
69004	12/14/2022	Bayshore Materials	\$127.77
69005	12/14/2022	Bert Williams & Sons Inc	\$4.99
69006	12/14/2022	Grainger	\$355.72
69007	12/14/2022	Morgan Alarm Co., Inc	\$19.51
69008	12/14/2022	Pitney Bowes	\$266.79
69009	12/14/2022	Pitney Bowes Bank Inc	\$504.71
69010	12/14/2022	Roto-Rooter	\$659.00
69011	12/14/2022	Victory Stores	\$73.65
69012	12/14/2022	Chris Andrade	\$136.25
69013	12/14/2022	AT&T	\$36.57
69014	12/14/2022	BHI Management Consulting	\$1,625.00
69015	12/14/2022	Big Creek Lumber & Building Material:	\$0.00
69016	12/14/2022	Big Creek Lumber & Building Material:	\$860.30
69017	12/14/2022	BrightView Landscape Services, Inc.	\$1,687.45
69018	12/14/2022	AT&T	\$133.67
69019	12/14/2022	Cintas Corporation	\$118.97
69020	12/14/2022	Cole Supply Co., Inc.	\$2,126.00
69021	12/14/2022	Comcast	\$525.07
69022	12/14/2022	Commercial Energy Of Montana	\$6,982.58
69023	12/14/2022	Commercial Pool Systems, Inc	\$6,457.60
69024	12/14/2022	Construction West	\$4,659.60
69025	12/14/2022	Crown Hill Materials	\$13,810.25
69026	12/14/2022	EZ Tree, Inc.	\$35,030.30
69027	12/14/2022	Favaro, Lavezzo, Gill, Caretti & Heppe	\$3,000.00
69028	12/14/2022	George's Towing Co.	\$295.00
69029	12/14/2022	DeAnte Harrison	\$240.20
69030	12/14/2022	Heavenly Greens	\$37,641.00
69031	12/14/2022	Jacks & Racks	\$877.50
69032	12/14/2022	Koff & Associates	\$787.50
69033	12/14/2022	Lincoln Aquatics	\$699.42
69034	12/14/2022	Steven Logoteta	\$80.00
69035	12/14/2022	Loralei Morehouse	\$38.63
69036	12/14/2022	National Aquatic Services Inc	\$10,984.20
69037	12/14/2022	Northern Fire Inspection Inc	\$784.94
69038	12/14/2022	Pape Machinery, Inc	\$682.82
69039	12/14/2022	Resource Design Interiors	\$14,191.01

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

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Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
69040	12/14/2022	Rhinos Roofing Company	\$50,000.00
69041	12/14/2022	SiteOne Landscape Supply	\$525.61
69042	12/14/2022	Christine Sullivan	\$80.00
69043	12/14/2022	The Office City	\$136.23
69044	12/14/2022	Uline Shipping Supplies	\$1,296.60
69045	12/14/2022	Underground Vaults & Storage, Inc.	\$4,166.53
69046	12/14/2022	Frankie Valentine-Flores	\$751.80
69047	12/14/2022	Verdin	\$12,755.23
69048	12/14/2022	Calmat Co DbA Vulcan Materials Co	\$27.00
69049	12/15/2022	Break It Down Soul Line Dance	\$180.00
69050	12/15/2022	Nicole Habegger	\$312.00
69051	12/15/2022	Abigail Hernandez	\$892.50
69052	12/15/2022	Karen Houston	\$300.00
69053	12/15/2022	Jason Jones	\$384.00
69054	12/15/2022	Virlynda Luciano	\$108.00
69055	12/15/2022	Lorna Mandap	\$255.50
69056	12/15/2022	OK Construction	\$112,052.27
69057	12/15/2022	Theodore Rocha	\$270.60
69059	12/15/2022	US Bank Corporate Payment System	\$26,104.60
69060	12/16/2022	Askari Sowonde Productions	\$150.00
69061	12/19/2022	Ryan Allen	\$102.50
69062	12/19/2022	Freshstart Church Vallejo	\$770.00
69063	12/19/2022	Jack & Jill	\$176.50
69064	12/19/2022	McKenzie Moli	\$400.00
69065	12/19/2022	Raejael Morning	\$50.00
69066	12/19/2022	Cathryn Muzzafar	\$140.00
69067	12/19/2022	Kim Pierson	\$224.00
69068	12/19/2022	Blanca Salazar	\$750.00
69069	12/20/2022	P G & E	\$6,999.36
69070	12/20/2022	State Of California	\$288.00
69071	12/20/2022	Big Creek Lumber & Building Material	\$669.55
69072	12/20/2022	BrightView Landscape Services, Inc.	\$836.00
69073	12/20/2022	Candido Construction	\$3,200.00
69074	12/20/2022	C-DAT	\$240.00
69075	12/20/2022	Clean America Janitorial LLC	\$3,600.00
69076	12/20/2022	Comcast	\$344.65
69077	12/20/2022	Commercial Pool Systems, Inc	\$566.16
69078	12/20/2022	Delta Bluegrass Co	\$850.37
69079	12/20/2022	Devlin Road Transfer	\$63.75
69080	12/20/2022	Dog Waste Depot	\$1,324.64
69081	12/20/2022	DRS Marine, Inc.	\$5,136.00
69082	12/20/2022	GreatAmerica Financial Services	\$1,488.78
69083	12/20/2022	HydroPoint Data Systems, Inc.	\$6,289.64
69084	12/20/2022	Lincoln Aquatics	\$10,227.73
69085	12/20/2022	Lothat Lissner	\$270.00
69086	12/20/2022	M & M Sanitary LLC	\$327.84
69087	12/20/2022	National Aquatic Services Inc	\$1,156.80
69088	12/20/2022	Quench USA, Inc.	\$39.75
69089	12/20/2022	Ring Central Inc.	\$862.47
69090	12/20/2022	Virgil Chavez Land Surveying	\$3,900.00
69091	12/20/2022	P G & E	\$700.57
69092	12/21/2022	R & S Erection Of Vallejo, Inc	\$7,746.00
69093	12/21/2022	AT&T	\$53.50
69094	12/21/2022	Justine Barajas	\$50.00
69095	12/21/2022	Big Creek Lumber & Building Material	\$14.72
69096	12/21/2022	AT&T	\$71.48

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

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Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
69097	12/21/2022	Cursillos In Christianity	\$500.00
69098	12/21/2022	EZ Tree, Inc.	\$2,900.00
69099	12/21/2022	Favaro, Lavezzo, Gill, Caretti & Heppe	\$8,011.50
69100	12/21/2022	Monarch Engineering	\$9,310.00
69101	12/21/2022	Regional Government Services	\$114.00
69102	12/21/2022	The Office City	\$28.26
69103	12/23/2022	Eileen Brown	\$281.00
69104	12/23/2022	Deberah Carey	\$132.25
69105	12/23/2022	Kerry Carmody	\$132.25
69106	12/23/2022	Richard Conzelman	\$683.70
69107	12/23/2022	Jose Famalette	\$132.25
69108	12/23/2022	Patricia Gloyd	\$132.25
69109	12/23/2022	Cynthia Hewitt	\$214.63
69110	12/23/2022	Jerome Lohr	\$341.59
69111	12/23/2022	Roger Maryatt	\$281.00
69112	12/23/2022	Jeremias Morgado	\$132.25
69113	12/23/2022	Sidney Nickolas	\$132.25
69114	12/23/2022	Randy Nicks	\$281.00
69115	12/23/2022	Nancy Ortiz	\$132.25
69116	12/23/2022	Steve Pressley	\$132.25
69117	12/23/2022	Francis Radziewicz	\$132.25
69118	12/23/2022	Joan Russell	\$132.25
69119	12/23/2022	Anita Sailas	\$234.53
69120	12/23/2022	Barbara Schmidt	\$132.25
69121	12/23/2022	Audrey Tucker	\$132.25
69122	12/23/2022	Adeline Varni	\$132.25
69123	12/27/2022	Bay Area Driving School	\$87.50
69124	12/27/2022	Break It Down Soul Line Dance	\$99.00
69125	12/27/2022	Courtney Collier	\$130.57
69126	12/27/2022	Karen Houston	\$150.00
69127	12/27/2022	Kay Cady-Johnson	\$2,415.00
69128	12/27/2022	Derrick Leonard	\$48.00
69129	12/27/2022	Steven Logoteta	\$332.00
69130	12/27/2022	Virlynda Luciano	\$78.00
69131	12/27/2022	Frankie Valentine-Flores	\$309.00
69132	12/27/2022	Vallejo Choral Society	\$210.00
69133	12/27/2022	Bert Williams & Sons Inc	\$110.84
69134	12/27/2022	General Plumbing Supply Co	\$180.91
69135	12/27/2022	Morgan Alarm Co., Inc	\$728.76
69136	12/27/2022	Alhambra	\$31.05
69137	12/27/2022	B & G Tires Of Vallejo	\$2,095.57
69138	12/27/2022	Big Creek Lumber & Building Material	\$217.44
69139	12/27/2022	Brady Industries	\$945.73
69140	12/27/2022	Jeremy Chapman	\$170.00
69141	12/27/2022	Clark Pest Control	\$142.00
69142	12/27/2022	Construction West	\$105,191.60
69143	12/27/2022	EZ Tree, Inc.	\$2,450.00
69144	12/27/2022	Les Schwab Tires	\$294.19
69145	12/27/2022	Rony Malin	\$800.00
69146	12/27/2022	Platt Electric Supply	\$388.35
69147	12/27/2022	Ring Central Inc.	\$862.47
69148	12/27/2022	Uline Shipping Supplies	\$1,991.71
69149	12/29/2022	P G & E	\$13,803.89
69150	12/30/2022	SEIU LOCAL #1021	\$280.20
69151	12/30/2022	SEIU LOCAL #1021	\$280.20
69152	12/30/2022	Comcast	\$468.50

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

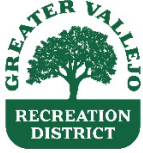
Document Number	Date	Payee Name / Description	Amount
69153	12/30/2022	Verizon Wireless	\$1,583.42
69154	12/30/2022	Brandi Weeks	\$160.00
69155	12/30/2022	Jason Jones	\$288.00
69156	12/30/2022	Lorna Mandap	\$191.10
69157	12/30/2022	The Office City	\$28.49
69158	12/30/2022	Orlando Wynn	\$3,600.00
Bank Totals			\$600,602.77

Report Selection Criteria

Bank Account:	GEN	End	GEN
Date Range:	Custom		
Item Date:	12/01/2022	End	12/31/2022
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



Finance Department Board Update

01/12/23

Property Taxes 1st apportionment for FY 22-23

- I received notification from the county that the first apportionment of taxes for FY 2022-2023 would be on Tuesday, December 20, 2022. However, at the time of writing this update, I have not yet received the statement from the county showing the amounts. Therefore, those amounts will be included in the financial statements for January 2023.

W-2's and 1099's

- We will be working on W-2's and 1099's for the calendar year 2022 this month. They will be distributed on or before January 31, 2023.

Succession Planning

- On Thurs, Jan. 5th, I participated in a Zoom interview with the consultant from RGS (Regional Government Services), Chris Sliz, regarding succession planning. She will be following up with an in-person meeting with the Finance Dept. later this month.

CalPERS Audit

- We continue to receive follow-up questions from CalPERS regarding part-time employee membership enrollments. Finance and HR are working together to provide them with the information they have requested.

FY 23-24 Budget Process

- Beginning to compile data for the new budget. Working on worksheets, etc.

Union Negotiations

- We have received requests for information from both SEIU and IBEW. Finance and HR will work together to comply with these requests.



Recreation Department Board Updates

1/12/2023

Activity Guide:

- The Spring Activity Guide is available online.
- “Civic Rec” recreation software launched on January 3rd. Patrons can create accounts and register for spring programs in the new software.



Aquatics:

- Aquatics Department is hosting a Coat Drive through January 31st. Warm clothing will be donated to Hope Haven Transitional Shelter.
- The complex will be hosting the Polar Plunge a first-time event held at the pool, sponsored by The Coffee Curb, Saturday, January 14th, 12:30-2:30pm.

Community Centers:

- GVRD partnered with City of Vallejo and offered a warming station at the Norman King South Vallejo Community Center. This service to the community was offered Wednesday through Friday January 4-6, from 8pm to 7am. City of Vallejo assigned volunteers to cover pm and am shifts throughout the night. Attendance has steadily increased.

Dec. 1, 2022	0
Dec. 2, 2022	1
Dec. 12, 2022	2
Dec. 13, 2022	10
Dec. 14, 2022	6
Dec. 15, 2022	8
Jan. 4, 2023	8
Jan. 5, 2023	12

Children’s Wonderland & Community Events:

- The Department held the annual Toy Drive at Children’s Wonderland on December 16th. Staff gave out over 300 toys to kids and their families.
- The Department is moving forward with the mural project in partnership with the Maintenance and Facilities Department. The project will take place in early spring.
- Staff is looking into Mobile Food Pantry program in partnership with Solano/Contra Costa Food Bank.

Staffing:

- The Department completed 1st round of interviews for Recreation Coordinator. 2nd round of interviews is scheduled for January 24th.

Sports/Adaptive Recreation:

- The Department is adding new Adaptive Recreation programs like an Adaptive Egg Hunt.

- Staff are very excited to offer the Junior Golf program in partnership with Blue Rock Springs Golf Course.
- The Department is updating draft user agreements for our sports facilities.

Youth Services:

- Youth Dept continues to hire seasonal staff to work at before and afterschool programs in partnership with VCUSD.
- Youth Dept. offered 2 week- winter camp at FCC. 20 participants participated in camp each week.



Maintenance Department Board Update

1/12/23

Parks and Facilities

- BRS Park
 - Contractor is working on replacing the irrigation lake intake screen.
- Wilson Park
 - Staff worked on installing new garbage receptacles and BBQ grills.
- Setterquist Park
 - Staff installed a new smart irrigation controller.
- McIntyre Ranch
 - We received two quotes from tree companies; we are waiting on another quote.
 - Staff is reaching to the City to find out what would be required to supply water to McIntyre ranch; waiting on the City to respond.
- Hanns Park
 - Staff is working on coordinating a volunteer vegetation removal with Vallejo Water Shed Alliance and Center of Volunteers & Nonprofit Leadership on January 14th.
- Highlands Park
 - Staff installed new BBQ grills and added a dog bag dispenser.
- Facilities
 - New water heaters were installed at no cost for the District at 395, 401, NVCC, SVCC, Cunningham, and Dan Foley Cultural Center through a PG&E program.
- Sports Fields
 - Staff continues working on the renovations of the grass fields weather permitting.

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	6/1/2023	60%	<input type="checkbox"/>	Contractor completed the restrooms on 395 building; waiting from City planning department to approve the plans submitted for 395 building. We should be receiving the rest of the furniture for the board room soon.
VCC Kitchen					
Design Phase	1/1/2015	8/1/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	8/1/2019	8/1/2021	100%	<input checked="" type="checkbox"/>	
Engineer's cost estimate	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Proposed Board Approval	8/12/2022	11/18/2021	100%	<input checked="" type="checkbox"/>	
RFP	1/7/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
Build	4/18/2022	1/31/2023	95%	<input type="checkbox"/>	The kitchen is getting close for completion; contractor started to have the inspections from Fire, City, VFWD, and the County.
Dan Foley Cultural Center Upgrades					
Phase design	7/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	8/1/2021	12/30/2022	100%	<input checked="" type="checkbox"/>	Baffle installation was completed.

Dan Foley Cultural Center Roof				<input type="radio"/>	
Design/Assessment Phase	7/1/2022	8/28/2022	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2022	8/28/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued	10/1/2022	10/28/2022	100%	<input checked="" type="checkbox"/>	
Build	10/24/2022	1/31/2023	70%	<input type="radio"/>	Contractor is working on making the roof repairs.
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	2/28/2023	0%	<input type="radio"/>	Staff will be meeting with Lloyd consulting to prepare the constructions documents.
Permit Issued	3/1/2023	4/30/2023	0%	<input type="radio"/>	
RFP	5/1/2022	5/28/2023	0%	<input type="radio"/>	
Build	8/1/2023	8/31/2023	0%	<input type="radio"/>	
Richardson Electrical Upgrade				<input type="radio"/>	
Design Phase	3/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued	2/3/2022	2/11/2022	100%	<input checked="" type="checkbox"/>	
RFP	2/14/2022	3/31/2022	100%	<input checked="" type="checkbox"/>	
Build	6/1/2022	2/28/2023	70%	<input type="radio"/>	The new equipment arrived; waiting on PG&E to do the upgrades on the transformer.
Cunningham Pool ADA Upgrades				<input type="radio"/>	

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	11/1/2022	12/29/2022		<input type="checkbox"/>	Staff is working on the RFP.
Build	2/1/2023	5/1/2023		<input type="checkbox"/>	
PB Projects				<input type="checkbox"/>	
Design Phase	1/1/2020	3/24/2020	100%	<input checked="" type="checkbox"/>	City postponed the projects on 2020 due to the pandemic.
RFP	5/2/2021	6/20/2021	100%	<input checked="" type="checkbox"/>	
Build	11/12/2021	1/30/2023	98%	<input type="checkbox"/>	Contractor is close for completion on Setterquist; staff will do a final walk-through; signs are on order.
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	2/28/2023	98%	<input type="checkbox"/>	Staff installed the new signs; working on the welcome sign.
Hanns Park Restrooms ADA Upgrades				<input type="checkbox"/>	
Design/Assessment Phase	6/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	Plans were completed by an Architect, and submitted to the City.
Permit Issued	12/1/2022	1/31/2023	0%	<input type="checkbox"/>	
RFP	2/1/2023	4/1/2023	0%	<input type="checkbox"/>	
Build	6/1/2023	8/1/2022	0%	<input type="checkbox"/>	

Terrace Park Playground				<input type="radio"/>	
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="radio"/>	
Design/RFP	12/1/2021	12/30/2022	100%	<input checked="" type="radio"/>	We have selected a design; we are working on generating the contract with the playground vendor.
Build	3/1/2023	5/30/2023	0%	<input type="radio"/>	
Children's Wonderland Shade Structures				<input type="radio"/>	
Design/Assessment Phase	1/1/2022	2/28/2022	100%	<input checked="" type="radio"/>	
RFP	4/1/2022	9/1/2022	100%	<input checked="" type="radio"/>	
Permit Issued	4/1/2022	1/30/2023	95%	<input type="radio"/>	Submitted a design review application to the City to issue the permit.
Build	2/1/2023	3/1/2023	0%	<input type="radio"/>	
Setterquist RIRE Funds Upgrades				0	
Design/Assessment Phase	1/1/2022	12/31/2022	90%	<input type="radio"/>	We received one proposal; we will be requesting others.
Permit Issued	1/1/2023	3/28/2023	0%	<input type="radio"/>	
RFP	4/1/2023	5/1/2023	0%	<input type="radio"/>	
Build	6/1/2023	8/28/2023	0%	<input type="radio"/>	



General Manager Board Update

1/6/2023

- We partnered with the City of Vallejo to use the South Vallejo Community Center as a warming center for multiple times to date. We were unable to assist during the week between Christmas and New Year due to extremely low staffing levels due to planned time off and illnesses. The City was able to utilize the Library for that time frame.
- Legal Counsel, Mr. Heppell, has been working on the insurance requirements for McIntyre Ranch.
- Many of my meetings with the City of Vallejo had been rescheduled/ cancelled during December.
- The City is providing confusing information regarding Eden Housing and the collection of impact fees that were due in 2018. Legal Counsel is drafting a letter.
- Information has come to me regarding liens placed on City Properties that GVRD manages. This occurred during their bankruptcy. We were not made aware of this in any records we have back then.
- There seems to be a disconnect between the board and GM regarding a new evaluation system. I recommend that we bring in someone to bridge the communication gap and assist in developing this process.
- I had a meeting with the new director of the Vallejo Naval Museum regarding the Hall of Fame room located there. There is no signed agreement, only a draft document in which GVRD would be responsible for paying rent.
- The Board Clerk reached out to schedule the Board planning session which will discuss and prioritize capital improvement projects for the next fiscal year. The date would be January 24th during the special board meeting.
- I am working with Municipal Resource Group (MRG) to review the structure of the Human Resources department to decide how to fill the vacancy.

- I have been preparing for upcoming union negotiations, and unrepresented negotiations.
- I am working with consultants to review the budget planning for next fiscal year: How we budget, the information it provides, and the tools we have to improve budgeting and create forecasting up to five years out.
- We have begun the succession planning process with Regional Government Services.
- Vallejo City Unified School District notified us of their intent to sell Beverly Hills School.