# Greater Vallejo Recreation District

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

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 on our website.

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, July 23, 2026

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. Chairperson Opening Comments:

## 7. Committee Updates:

The Chairperson for Standing Committees will provide any updates to the Board of Directors.

## 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.

8.1 Approve Board Minutes – July 9, 2026
8.2 Accept Budget and Finance Committee Minutes – June 17, 2026
8.3 Accept June Payment of Bills 6/1/2026 – 6/30/2026
8.4 Approve Changes to Policy 3050-Capital Assets

## 9. Action/Discussion Items:

9.1 Approve Resolution 2026-05 of the Board Of Directors of The Greater Vallejo Recreation District Amending Resolution 2024-04 Establishing a Threshold for Reporting Leases In Accordance with Government Accounting Standards Board (Gasb) Statement No. 87 and for Reporting Subscription-Based Information Technology Arrangements (Sbita's) Accordance with Government Accounting Standards Board (Gasb) Statement No. 96 (Parkhurst)

9.2 Discussion and Possible Action on Selection of Grant Writing Firms for Potential Grant Applications (Sloan)

9.3 Board Members Report on the Special District Leadership Foundation Annual Conference

## 10. Staff Updates:

10.1 Interim General Manager
10.2 Finance Director
10.3 Human Resources Director

10.4 Parks and Facilities Director
10.5 Recreation Services Director

## 11. Announcements and Comments from Board Members:

## 12. Executive Session:

Conference with Labor Negotiators; pursuant to Government Code Section 54957.6

Agency Designated Representatives: Pamela Sloan, Interim General Manager; Andrew Shen, Legal Counsel; Luke Jensen, Director of Labor Relations, and Samantha Smithies, Analyst, Renne Public Law Group
Employee Organizations: International Brotherhood of Electrical Workers Local Union 1245 (IBEW); Service Employees International Union Local 1021 (SEIU)

## 13. Meeting Adjourn:

# Greater Vallejo Recreation District Board of Directors Minutes

Thursday, July 9, 2026- 401 Amador Street, Vallejo, CA 94590
6:30 p.m. – Regular Session

## 1. Call to Order:

Chairperson Judt called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:30 p.m., July 9, 2026, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

## 2. Pledge of Allegiance:

Chairperson Judt led the pledge of allegiance.

## 3. Roll Call:

**Present:** Chairperson Thomas Judt; Vice-Chairperson Ward Stewart; Secretary Nicole Person; Director Rita Fryar, Director Olivia Ruiz left meeting at 8:56pm.

**Staff:** Interim General Manager, Pam Sloan; Legal Counsel, Andrew Shen; Finance Director, Noel Parkhurst; Parks and Facilities Director, Salvador Nuño; Human Resources Director Seanzell Lewis; Recreation Services Director, Antony Ryans; Board Clerk, Kimberly Pierson

## 4. Approval of Agenda:

Director Stewart offered the motion to approve the agenda with two changes: Move items 11.1- Fiscal Year 2022-2023 Financial Audit Presentation by M.U.N. CPA's and 11.2- Review and Accept the Fiscal Year 2022-2023 Final Audited Financial Statements, Auditor's Internal Control Letter (Management Letter), with Responsible Official's Responses, and Conclusion Communication to before item 10.1. Motion passed unanimously.

## 5. Public Comment: Chairperson Judt allowed public comment for item 13 at this time.

1 Speaker: Jeffrey Worrell, SEIU Local 1021

(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. Chairperson Opening Comments:

The Chair briefly addressed the recent retirement of GVRD's former General Manager, Gabe Lanusse

## 7. Presentations:

Franklin Recreation Center Park- Project Update (CALA)

Ben Woodside provided a project status report.

## 8. Committee Updates:

Director Stewart announced there will be a Facility Committee meeting on July 15th at 6pm.

## 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.

9.1 Approve Board Minutes – June 25, 2026

9.2 Accept Publicity, Programs and Community Relations Committee Minutes – June 22, 2026

Director Stewart offered the motion to approve the consent calendar Motion passed unanimously.

## 10. Action Items:

11.1 Fiscal Year 2022-2023 Financial Audit Presentation by M.U.N. CPAs (Parkhurst)

**Justin Williams from M.U.N. CPA's presented the Fiscal Year 2022-2023 Audit finding.**

11.2 Review and Accept the Fiscal Year 2022-2023 Final Audited Financial Statements, Auditor's Internal Control Letter (Management Letter), with Responsible Official's Responses, and Conclusion Communication (Parkhurst)

Director Judt offered the motion to accept the Fiscal Year 2022-2023 Final Audited Financial Statements, Auditor's Internal Control Letter (management letter), with Responsible Official's Responses and Conclusion Communication. Motion passed unanimously.

10.1 Public Hearing Regarding GVRD Job Vacancies and Employee Recruitment and Retention, Pursuant to Government Code Section 3502.3 (Lewis)

Human Resources Director Lewis reviewed the status of vacancies, which included three full-time Coordinator positions that were not included in the initial report. No action taken.

10.2 Approval of Resolution 2026-04 of the Board of Directors of the Greater Vallejo Recreation District Regarding Formal Collaboration with the City of Vallejo and Solano County (Judt)

Director Judt offered the motion to approve Resolution 2026-04 Regarding Formal Collaboration with the City of Vallejo and Solano County. Roll Call Vote: Ayes: Fryar, Ruiz, Person, Judt, Stweart; Noes: None; Absent: None. Motion passed unanimously.

10.3 Discussion and Possible Action on Grant Writing Proposals (Sloan)

After discussion, River Park was pulled from the list of potential grant projects, Legal Counsel will research if Impact Fees can be used for grant writers. Item will be brought back to the next board meeting as an action item.

## 11. Financials: 3 Speakers: Vallejo Aquatics: Angie Rodriguez, Aaron Plechaty, Stephanie Jones

11.3 Public Hearing: Presentation of the Fiscal Year 2026-2027 Budget and Approval of Resolution 2026-03 of the Board of Directors of the Greater Vallejo Recreation District Adopting the Final Budget for Fiscal Year 2026-2027 (Parkhurst)

Director Judt offered the motion to approve Resolution 2026-03 Adopting the Final Budget for Fiscal Year 2026-2027. Roll Call Vote: Ayes: Fryar, Ruiz, Person, Judt, Stweart; Noes: None; Absent: None. Motion passed unanimously.

## 12. Staff Updates:

11.1 Interim General Manager

- Provided highlights from items included in report.

13. Executive Session: At 9:11pm Chairperson Judt convened to executive session calling for a 5-minute recess.

Conference with Labor Negotiators; pursuant to Government Code Section 54957.6

<u>Agency Designated Representatives:</u> Pamela Sloan, Interim General Manager; Andrew Shen, Legal Counsel; Luke Jensen, Director of Labor Relations, and Samantha Smithies, Analyst, Renne Public Law Group

<u>Employee Organizations:</u> International Brotherhood of Electrical Workers Local Union 1245 (IBEW); Service Employees International Union Local 1021 (SEIU)

At 9:32pm Chairperson Judt re-convened to regular session and reported the following: Discussion, No Direction Given. Director Ruiz was absent for executive session.

14. Meeting Adjourn: 9:32pm

__________________________________________________

Nicole Person, Board Secretary

**Budget and Finance Committee – Meeting Minutes**
**Wednesday, June 24, 2026**
**1:00 p.m.**
**Administrative Office – Board Room**
**401 Amador Street**

**In attendance:** Director Ruiz, Director Judt, Finance Director Parkhurst, Interim General Manager Sloan, and Recreation Services Director Ryans

***Meeting began: 1:25 P.M.***

1. **Public Comment.**
   No General Public Present

2. **Discussion – FY 26/27 Budget Adjustment (Cunningham Pool).**
   Director Parkhurst presented a revised Fiscal Year 2026-27 Budget for Cunningham Pool. The revised budget provided the pool's approved Preliminary Budget, estimated adjustments needed to operate the pool all year, and a revised budget based on full year operations. These revisions were based on direction given by the Board during the approval of the FY 2026-27 Preliminary Budget at the June 25th Board Meeting.

   PG&E and Tecogen expenses were discussed.

   Fee Schedule increases and Fee Waivers and their impact on pool revenue were discussed.

   The status of the 3rd party assessment of Cunninham Pool being conducted by Jim Wheeler was discussed. It has not been completed yet.

   Director Parkhurst also presented a list of operational challenges at the Cunningham Pool. This was discussed by Recreation Services Director Ryans. Requesting funds from the City of Vallejo to assist with funding operations of the pool was discussed. The revision of Policy 3030 – Budget and Reserves was also discussed and will be brought to a future Committee Meeting when

3. **Meeting Adjourned at 2:16 P.M.**

**Check Register Report**
**Greater Vallejo Recreation District**
**For June 2026**

| Check Nmber | Date | Payee Name | Amount | Description |
|---|---|---|---|---|
| 76272 | 06/26/2026 | Construction West | 127,007.40 | Progress Pay-BRS Pad,Gazebo, Walkway |
| 76126 | 06/01/2026 | Renne Public Law Group LLP | 46,259.37 | District Legal Counsel |
| 76125 | 06/01/2026 | Municipal Resource Group, LLC | 43,685.00 | Financial Consultant & Recruitment Fees |
| 76269 | 06/26/2026 | Cherry Bekaert Advisory LLC | 32,421.00 | Sage-ERP Implementation |
| 76287 | 06/26/2026 | Municipal Resource Group, LLC | 26,390.00 | Financial Consultant |
| 76237 | 06/18/2026 | US Bank Corporate Payment System | 26,321.92 | CalCard Master Statement Payment |
| 76325 | 06/30/2026 | City Of Vallejo | 23,248.37 | Fleet Fuel January-June 2026 |
| 76189 | 06/15/2026 | P G & E | 21,974.50 | All Other Locations - May Services |
| 76256 | 06/25/2026 | P G & E | 21,231.26 | All Other Locations - June Services |
| 76157 | 06/04/2026 | P G & E | 20,421.15 | All Other Locations - April Services (received late) |
| 76309 | 06/30/2026 | Construction West | 10,814.80 | Progress Pay-BRS Pad,Gazebo, Walkway |
| 76205 | 06/15/2026 | MUN CPA's | 10,140.00 | Auditing Services-FY 22/23 |
| 76268 | 06/26/2026 | Chemical Procurement Services, LLC | 9,159.30 | CP Chemical Supplies |
| 062226-ACH | 06/22/2026 | Sage | 8,625.75 | 2Q Payment-ERP Software Per Contract |
| 76255 | 06/24/2026 | P G & E | 8,106.47 | 801 Heartwood |
| 76285 | 06/26/2026 | Martus Solutions LLC | 6,765.00 | Sage Budget Tool - Per Contract |
| 76129 | 06/03/2026 | Commercial Pump Service | 6,623.91 | Carquinez Park-Pump Replacement |
| 76183 | 06/08/2026 | Security Enforcement Alliance | 5,919.93 | Park Lock Ups & Event Security |
| 76130 | 06/04/2026 | Ameritas Life Ins. Group | 5,478.00 | Dental, Vision, Life Insurance |
| 76188 | 06/08/2026 | Ameritas Life Ins. Group | 5,306.28 | Dental, Vision, Life Insurance |
| 76238 | 06/24/2026 | NetXperts, LLC | 5,124.25 | IT & Network Support Provider |
| 76289 | 06/26/2026 | NetXperts, LLC | 5,124.25 | IT & Network Support Provider |
| 76199 | 06/15/2026 | Commercial Energy Of Montana | 5,016.52 | Energy Service - Cunningham Pool |
| 76123 | 06/01/2026 | Kay Cady-Johnson | 4,748.10 | Leisure Service Contract Instructor |
| 76242 | 06/24/2026 | Security Enforcement Alliance | 4,556.25 | Park Lock Ups & Event Security |
| 76324 | 06/30/2026 | Security Enforcement Alliance | 4,556.25 | Park Lock Ups & Event Security |
| 76308 | 06/30/2026 | Commercial Energy Of Montana | 3,472.11 | Energy Service - Cunningham Pool |
| 76297 | 06/26/2026 | Tecogen | 3,273.10 | Energy Service - Cunningham Pool |
| 76320 | 06/30/2026 | Original Watermen Inc | 2,737.68 | CP-Uniforms |
| 76299 | 06/26/2026 | Tru Green | 2,431.68 | Lawn Service-Wilson Park |
| 76234 | 06/16/2026 | Guyle Taber | 2,400.00 | Bands & Brews 06/26/26-Entertainment |
| 76296 | 06/26/2026 | SiteOne Landscape Supply | 2,396.36 | Irrigation & Plumbing Supplies |
| 76230 | 06/16/2026 | Victor Wallace | 2,352.00 | Leisure Service Contract Instructor |
| 76312 | 06/30/2026 | Les Schwab Tires | 2,335.43 | Vehicle Maintenance |
| 76298 | 06/26/2026 | Teletrac Navman US Ltd. | 2,214.84 | District Fleet Maintenance & Tracking Software |
| 76310 | 06/30/2026 | GreatAmerica Financial Services | 2,123.60 | Lease: District Copiers/ Printers |
| 76207 | 06/15/2026 | Security Enforcement Alliance | 2,077.52 | Park Lock Ups & Event Security |
| 76300 | 06/26/2026 | Uline Shipping Supplies | 1,924.10 | Janitorial Supplies |
| 76173 | 06/08/2026 | Baker Supplies & Repairs | 1,863.52 | Trim Mower Repairs |
| 76208 | 06/15/2026 | Triton Truck Repair | 1,838.81 | JD Gator Repairs |

| | | | | |
|---|---|---|---|---|
| 76232 | 06/16/2026 | Chess Wizards Inc | 1,820.00 | Leisure Service Contract Instructor Apr-May 26 |
| 76290 | 06/26/2026 | NuCO2 | 1,811.97 | gas to help distribute Chlorine |
| 76264 | 06/26/2026 | AV Structural Inc. | 1,800.00 | System Programming |
| 76122 | 06/01/2026 | GreatAmerica Financial Services | 1,790.80 | Lease: District Copiers/ Printers |
| 76228 | 06/16/2026 | Frankie Valentine-Flores | 1,638.00 | Leisure Service Contract Instructor |
| 76201 | 06/15/2026 | Green Olive Housekeeping & Janitorial Servic | 1,620.00 | Post Event Facilities Clean-up |
| 76316 | 06/30/2026 | Security Enforcement Alliance | 1,570.80 | Park Lock Ups & Event Security |
| 76273 | 06/26/2026 | Emergency Construction Services, Inc. | 1,568.65 | Emergency Vandalism Board Up - VCCC |
| 76218 | 06/16/2026 | Kababayan Kids LLC | 1,524.00 | Leisure Service Contract Instructor |
| 76223 | 06/16/2026 | Moore Recreation Therapy & Consulting Inc. | 1,500.00 | Aquatic Staff Training |
| 76282 | 06/26/2026 | Les Schwab Tires | 1,482.05 | |
| 76267 | 06/26/2026 | Big Creek Lumber & Building Materials | 1,460.04 | |
| 76209 | 06/15/2026 | Turf Star, Inc. | 1,403.61 | Equipment Repairs |
| 76181 | 06/08/2026 | NuCO2 | 1,359.98 | gas to help distribute Chlorine |
| 76192 | 06/15/2026 | Bohnet Engraving & Awards | 1,315.50 | |
| 76155 | 06/04/2026 | Verizon Wireless | 1,273.65 | Cell Phone Provider |
| 76214 | 06/16/2026 | Justin Paul Calonia | 1,200.00 | Event DJ |
| 76182 | 06/08/2026 | Party Jump | 1,199.00 | Jump House for Event |
| 76304 | 06/30/2026 | Express Shirt Printing | 1,014.00 | Uniforms |
| 76235 | 06/17/2026 | Pink Salt Photos | 950.00 | Event Photographer |
| 76314 | 06/30/2026 | Pape Machinery, Inc | 863.40 | |
| 76156 | 06/04/2026 | Ring Central Inc. | 862.26 | District Phone System |
| 76231 | 06/16/2026 | Hannah Best | 850.00 | Face Painter for Events |
| 76259 | 06/26/2026 | Grainger | 802.03 | |
| 76233 | 06/16/2026 | Steve Landaker | 800.00 | Sound Engineer - Bands & Brews |
| 76167 | 06/04/2026 | Isabel James | 784.00 | Leisure Service Contract Instructor |
| 76244 | 06/24/2026 | Angelito Or Loana Claudio | 784.00 | Leisure Service Contract Instructor |
| 76258 | 06/26/2026 | California Glass Of Vallejo | 765.00 | |
| 76202 | 06/15/2026 | Green Valley Aloha Saw & Mower | 750.13 | |
| 76161 | 06/04/2026 | Sandra Duenas | 750.00 | |
| 76166 | 06/04/2026 | Jeanette Mandap | 750.00 | |
| 76170 | 06/04/2026 | Visions In Education Charter School | 750.00 | |
| 76216 | 06/16/2026 | Chondra Renee Harris | 722.40 | |
| 76261 | 06/26/2026 | All Star Rents | 705.31 | |
| 76241 | 06/24/2026 | R & D Termite And Pest Control | 705.00 | Pest Control Services |
| 76198 | 06/15/2026 | C-DAT | 690.00 | Finger Print Services |
| 76224 | 06/16/2026 | National Academy Of Athletics, Napa Valley | 660.45 | Leisure Service Contract Instructor |
| 76239 | 06/24/2026 | Express Shirt Printing | 652.82 | |
| 76136 | 06/04/2026 | Richard Conzelmann | 640.93 | Retiree Benefit Stipend |
| 76225 | 06/16/2026 | Theodore Rocha | 627.20 | Leisure Service Contract Instructor |
| 76217 | 06/16/2026 | Karen Houston | 612.50 | Leisure Service Contract Instructor |
| 76184 | 06/08/2026 | Sherwin-Williams | 588.71 | |
| 76286 | 06/26/2026 | The Monitoring Center | 575.74 | Alarm System and Monitoring (Non 401 Amador) |
| 76204 | 06/15/2026 | McMaster-Carr Supply Co. | 561.50 | |
| 76257 | 06/26/2026 | Bayshore Materials | 561.47 | |
| 76169 | 06/04/2026 | Lindsey Proctor | 520.00 | |
| 76193 | 06/15/2026 | Commercial Pump Service | 510.00 | |
| 76137 | 06/04/2026 | Crown Hill Trucking LLC | 499.64 | |
| 76278 | 06/26/2026 | Green Valley Aloha Saw & Mower | 495.93 | |
| 76270 | 06/26/2026 | Cintas Corporation | 469.32 | First Aid Supplies |
| 76243 | 06/24/2026 | SiteOne Landscape Supply | 461.25 | Irrigation & Plumbing Supplies |

| | | | | |
|---|---|---|---|---|
| 76222 | 06/16/2026 | Lorna Mandap | 458.50 | Leisure Service Contract Instructor |
| 76131 | 06/04/2026 | Big Creek Lumber & Building Materials | 457.28 | |
| 76295 | 06/26/2026 | Sherwin-Williams | 452.12 | |
| 76186 | 06/08/2026 | VIP Fiber | 444.00 | Internet Provider: Multiple Locations |
| 76248 | 06/24/2026 | Leslie Lopez | 438.00 | |
| 76139 | 06/04/2026 | David Flowers | 432.00 | Retiree Benefit Stipend |
| 76221 | 06/16/2026 | Virlynda Luciano | 430.50 | Leisure Service Contract Instructor |
| 76140 | 06/04/2026 | Penny Harman | 430.08 | Retiree Benefit Stipend |
| 76236 | 06/18/2026 | Penny Harman | 430.08 | Retiree Benefit Stipend |
| 76206 | 06/15/2026 | R & D Termite And Pest Control | 420.00 | Pest Control Services |
| 76215 | 06/16/2026 | Cynthia Combs | 411.00 | Leisure Service Contract Instructor |
| 76159 | 06/04/2026 | A More Excellent Way Health | 400.00 | |
| 76246 | 06/24/2026 | Kimberly Howard | 400.00 | |
| 76249 | 06/24/2026 | Dianne Matela | 400.00 | |
| 76194 | 06/15/2026 | Foster Lumber Yards | 398.77 | |
| 76260 | 06/26/2026 | State Of California | 384.00 | Garnishments |
| 76212 | 06/16/2026 | Break It Down Soul Line Dance | 380.10 | Leisure Service Contract Instructor |
| 76250 | 06/24/2026 | Pink Salt Photos | 375.00 | Event Photographer |
| 76203 | 06/15/2026 | Les Schwab Tires | 369.45 | |
| 76293 | 06/26/2026 | Security Enforcement Alliance | 367.70 | Park Lock Ups & Event Security |
| 76172 | 06/08/2026 | State Of California | 352.00 | Garnishments |
| 76151 | 06/04/2026 | Anita Sailas | 338.63 | Retiree Benefit Stipend |
| 76116 | 06/01/2026 | Sylvia Arriaza | 335.00 | |
| 76307 | 06/30/2026 | Cintas Corporation | 328.75 | First Aid Supplies |
| 76318 | 06/30/2026 | SiteOne Landscape Supply | 327.73 | Irrigation & Plumbing Supplies |
| 76124 | 06/01/2026 | Jolly Ice Cream | 321.00 | Concessions Vendor |
| 76280 | 06/26/2026 | Jolly Ice Cream | 318.00 | Concessions Vendor |
| 76195 | 06/15/2026 | General Plumbing Supply Co | 315.61 | |
| 76142 | 06/04/2026 | Jerome Lohr | 312.06 | Retiree Benefit Stipend |
| 76311 | 06/30/2026 | Jolly Ice Cream | 305.00 | Concessions Vendor |
| 76275 | 06/26/2026 | George's Towing Co. | 275.00 | |
| 76133 | 06/04/2026 | Eileen Brown | 270.00 | Retiree Benefit Stipend |
| 76144 | 06/04/2026 | Roger Maryatt | 270.00 | Retiree Benefit Stipend |
| 76146 | 06/04/2026 | Randy Nicks | 270.00 | Retiree Benefit Stipend |
| 76294 | 06/26/2026 | Armando Segura | 250.00 | |
| 76191 | 06/15/2026 | Bayshore Materials | 238.98 | |
| 76227 | 06/16/2026 | Frank Silveira | 227.50 | Leisure Service Contract Instructor |
| 76291 | 06/26/2026 | Platt Electric Supply | 224.99 | |
| 76317 | 06/30/2026 | Sherwin-Williams | 222.58 | |
| 76283 | 06/26/2026 | Lincoln Aquatics | 210.68 | Chemical Supplies for Pools |
| 76141 | 06/04/2026 | Cynthia Hewitt | 208.52 | Retiree Benefit Stipend |
| 76274 | 06/26/2026 | Enoch Farias | 207.33 | |
| 76279 | 06/26/2026 | Kai Hattori | 207.33 | |
| 76281 | 06/26/2026 | Dale Lauder | 207.33 | |
| 76178 | 06/08/2026 | Kaiser Permanente-OHSS | 206.00 | Pre-Employment Testing |
| 76245 | 06/24/2026 | Zo Greymountain | 205.20 | |
| 76197 | 06/15/2026 | Big Creek Lumber & Building Materials | 204.67 | |
| 76118 | 06/01/2026 | AT&T | 198.39 | Phone Lines: Alarm Multiple Locations |
| 76134 | 06/04/2026 | Deberah Carey | 194.83 | Retiree Benefit Stipend |
| 76135 | 06/04/2026 | Kerry Carmody | 194.83 | Retiree Benefit Stipend |
| 76138 | 06/04/2026 | Jose Famalette | 194.83 | Retiree Benefit Stipend |

| | | | | |
|---|---|---|---|---|
| 76143 | 06/04/2026 | Prisco Manglona | 194.83 | Retiree Benefit Stipend |
| 76145 | 06/04/2026 | Jeremias Morgado | 194.83 | Retiree Benefit Stipend |
| 76147 | 06/04/2026 | Nancy Ortiz | 194.83 | Retiree Benefit Stipend |
| 76148 | 06/04/2026 | Steve Pressley | 194.83 | Retiree Benefit Stipend |
| 76149 | 06/04/2026 | Francis Radziewicz | 194.83 | Retiree Benefit Stipend |
| 76150 | 06/04/2026 | Joan Russell | 194.83 | Retiree Benefit Stipend |
| 76152 | 06/04/2026 | Barbara Schmidt | 194.83 | Retiree Benefit Stipend |
| 76153 | 06/04/2026 | Audrey Tucker | 194.83 | Retiree Benefit Stipend |
| 76154 | 06/04/2026 | Adeline Varni | 194.83 | Retiree Benefit Stipend |
| 76226 | 06/16/2026 | Karen Silas | 192.00 | Leisure Service Contract Instructor |
| 76132 | 06/04/2026 | Brady Industries | 187.02 | |
| 76219 | 06/16/2026 | Steven Logoteta | 171.00 | Leisure Service Contract Instructor |
| 76128 | 06/02/2026 | Big Creek Lumber & Building Materials | 170.95 | |
| 76263 | 06/26/2026 | AT&T | 160.50 | Phone Lines: Alarm Multiple Locations |
| 76127 | 06/01/2026 | Latissa Smith | 150.00 | |
| 76160 | 06/04/2026 | Kuiana Abraham | 150.00 | |
| 76162 | 06/04/2026 | Ximena Flores | 150.00 | |
| 76211 | 06/16/2026 | Sukhdip Boparai | 150.00 | |
| 76229 | 06/16/2026 | Vjo Swim Club | 150.00 | |
| 76247 | 06/24/2026 | Norbu Lhamo | 150.00 | |
| 76251 | 06/24/2026 | Yien Saelee-Blair | 150.00 | |
| 76252 | 06/24/2026 | Rajeshni Singh | 150.00 | |
| 76253 | 06/24/2026 | Angeleka Smith | 150.00 | |
| 76271 | 06/26/2026 | Comcast | 149.72 | Internet Provider: Multiple Locations |
| 76196 | 06/15/2026 | Pace Supply Co. | 147.73 | |
| 76119 | 06/01/2026 | Comcast | 134.72 | Internet Provider: Multiple Locations |
| 76306 | 06/30/2026 | Big Creek Lumber & Building Materials | 133.34 | |
| 76174 | 06/08/2026 | Bay Alarm Company | 131.00 | Alarm System Provider (exc. 401) |
| 76265 | 06/26/2026 | Bay Alarm Company | 131.00 | Alarm System Provider (exc. 401) |
| 76303 | 06/30/2026 | Bayshore Materials | 127.49 | |
| 76319 | 06/30/2026 | State Of California-Dept Of Industrial Relatic | 125.00 | |
| 76315 | 06/30/2026 | Pitney Bowes, Inc. | 123.31 | |
| 76288 | 06/26/2026 | Napa Auto Parts BWS | 122.53 | |
| 76179 | 06/08/2026 | Lift Off, LLC | 115.00 | MS 365 Licenses |
| 76262 | 06/26/2026 | Marion Abella | 102.60 | |
| 76321 | 06/30/2026 | Big Creek Lumber & Building Materials | 101.32 | |
| 76121 | 06/01/2026 | Nikita Fontenot | 100.00 | |
| 76180 | 06/08/2026 | M & M Sanitary LLC | 97.09 | Portable Toilet Services - McIntyre Ranch |
| 76171 | 06/08/2026 | Grainger | 92.86 | |
| 76313 | 06/30/2026 | McMaster-Carr Supply Co. | 92.82 | |
| 76302 | 06/26/2026 | Calmat Co Dba Vulcan Materials Co | 89.46 | |
| 76117 | 06/01/2026 | AT&T | 84.89 | Phone Lines: Alarm Multiple Locations |
| 76305 | 06/30/2026 | AT&T | 84.89 | Phone Lines: Alarm Multiple Locations |
| 76185 | 06/08/2026 | Solano County | 79.00 | |
| 76165 | 06/04/2026 | Stephanie Jones | 71.00 | |
| 76292 | 06/26/2026 | Preferred Alliance, Inc. | 70.00 | |
| 76210 | 06/16/2026 | Bay Area Driving School | 69.99 | Leisure Service Contract Instructor |
| 76163 | 06/04/2026 | Kai Hattori | 68.79 | |
| 76277 | 06/26/2026 | Kaylynn Gory | 60.00 | |
| 76158 | 06/05/2026 | Big Creek Lumber & Building Materials | 56.48 | |
| 76187 | 06/08/2026 | Vallejo Parade Association | 50.00 | |

| | | | |
|---|---|---|---|
| 76190 | 06/15/2026 | Vallejo Tint Shop | 50.00 |
| 76176 | 06/08/2026 | Complete Welders Supply | 49.34 |
| 76284 | 06/26/2026 | Katherine Marsden | 48.05 |
| 76200 | 06/15/2026 | Complete Welders Supply | 46.32 |
| 76213 | 06/16/2026 | Roslynn Brown | 45.53 |
| 76322 | 06/30/2026 | Complete Welders Supply | 45.10 |
| 76276 | 06/26/2026 | Glen Cove Communtiy Association | 42.50 |
| 76168 | 06/04/2026 | Keona Perseveranda | 33.01 |
| 76175 | 06/08/2026 | Big Creek Lumber & Building Materials | 25.47 |
| 76164 | 06/04/2026 | Eileen Jackson | 25.00 |
| 76240 | 06/24/2026 | Big Creek Lumber & Building Materials | 15.42 |
| 76220 | 06/16/2026 | Desiree Lou Lozada | 15.00 |
| 76301 | 06/26/2026 | Vallejo Adult School | 15.00 |
| 76177 | 06/08/2026 | DMV Renewal | 10.00 |
| 76120 | 06/01/2026 | Juliana Flores | 8.99 |
| 76323 | 06/30/2026 | Mankirat Kaur | 8.99 |

Agenda 8.4

**BOARD COMMUNICATION** **Date: July 23, 2026**

**TO:** **Board Chairperson and Directors**

**FROM:** **Noel Parkhurst, Finance Director**

**SUBJECT:** **Approve Amendment of Policy 3050 – Capital Assets.**

## BACKGROUND AND DISCUSSION

The Board of Directors of the Greater Vallejo Recreation District previously adopted a revision to Policy 3050 – Capital Assets on March 12th, 2026.

Staff are proposing the District amend the stated useful life for park improvements found in Section VII (Estimated Useful Life) of the previously approved Policy 3050. In the previous version of the policy, the stated estimated useful life for park improvements is between 25 and 50 years. To ensure the policy reflects the actual useful life for Park Improvements, staff are recommending changing the estimated useful life for Park Improvements to be between 7 and 50 years. This update aligns the policy with current District practices and ensures that these assets are depreciated more accurately based on their actual lifespan.

Summary

The proposed amendment to Policy 3050 – Capital Assets expands the useful life range for park improvements from 25 – 50 years to 7 – 50 years. This update aligns the policy with current District practices and ensures that these assets are depreciated more accurately based on their actual lifespan.

## RECOMMENDATION

Adopt proposed amendments to Policy 3050 – Capital Assets.

## FISCAL IMPACT

None

## ENVIRONMENTAL REVIEW

N/A

## ALTERNATIVES CONSIDERED

1. Decline to adopt the resolution; or
2. Provide staff with additional direction.

**ATTACHMENTS**
Attachment A: Final Amended Policy 3050 – Capital Assets
Attachment B: Redlined Version Policy 3050 – Capital Assets

# Greater Vallejo Recreation District

## POLICY MANUAL

**POLICY TITLE:** **Capital Asset Policy**
**POLICY NUMBER:** **3050**

**I. <u>Purpose</u>**

The purpose of this policy is: (1) to describe the policies and procedures utilized in the District's capital asset management system, and (2) to put guidelines in place to account for and depreciate the District's capital assets. The primary goals of this policy are:

a. To ensure that the District's capital assets are accounted for in conformance with generally accepted accounting principles; and

b. To establish a consistent and cost-effective way to account for the District's capital assets.

c. This Capital Asset Management policy is written in accordance with generally accepted accounting principles and closely conforms to capital asset accounting practices as recommended by the Government Finance Officers Association (GFOA). The Government Finance Officers Association recommends that every state and local government use the following applicable guidelines in establishing capitalization thresholds for capital assets:

i. Capital assets should be capitalized only if they have an estimated useful life of at least <u>three</u> years following the date of acquisition.

ii. Capitalization thresholds should be applied to individual assets rather than to groups of similar items (e.g., desks, tables).

iii. In no case should a government establish a capitalization threshold of less than $5,000 for any individual item.

iv. Governments should exercise control over their non-capitalized capital assets by establishing and maintaining adequate internal control procedures at the department level.

**II. Categories of Assets**

a. **Infrastructure Assets** are long-lived assets that normally are stationary in nature and normally can be preserved to a significantly greater number of years than most capital assets. Examples include buildings, building improvements, parks and parks improvements. The Districts capitalization threshold for infrastructure assets is $25,000. Fair value at the date of donation will be capitalized for donated infrastructure assets.

b. **Capital Assets** are defined as tangible assets having an original unit cost of greater than or equal to the District's capitalization threshold of $5,000, including ancillary costs, and with a useful life of at least three years. This capital asset threshold is applied to individual fixed assets rather than to groups or collections of fixed assets. Examples include vehicles, major equipment, and office furniture.

c. **Capital Projects** will be capitalized as "construction in progress" until completed. Costs are reclassified from construction in progress to infrastructure assets upon the date of completion and acceptance of the project by the District Board of Directors. Direct costs, ancillary costs, and construction period interest are included in the capitalized amount.

## III. Responsibility

a. Finance Department - The Finance Director and/or designee shall be responsible for the implementation of this policy.

   i. Department Directors - Department Directors shall be responsible for overseeing capital assets and inventory within their areas of responsibility which include items such as computers, office equipment, and construction equipment.

## IV. Policy

a. Threshold - The District will capitalize Capital Assets that cost $5,000 or more and have an estimated useful life of at least three (3) years. The capitalization threshold for Infrastructure Assets shall be $25,000. All land will be capitalized regardless of value.

b. Assets acquired prior to June 30, 2022, and capitalized at a lower threshold will continue to be depreciated on the basis of past practice.

c. Valuation - In accordance with generally accepted accounting principles, the District will value its capital and infrastructure assets at historical cost. Historical cost includes the cost or estimated cost at the time of acquisition, freight charges, installation, and site preparation charges, and the cost of any subsequent additions or improvements, excluding repairs. If a capital asset is donated to the District, the asset will be valued based on the fair market value at the time the asset is donated.

V. **Capital, Infrastrucure, and Construction in Progress Asset Inventory** - As part of the annual financial audit, the Finance Department shall submit a capital asset report that includes Capital, Infrastructure, and Construction in Progress to the District's external auditor. This report will include at minimum the following information:

a. Asset Classification
b. Asset Description
c. Date of acquisition
d. Acquisition cost
e. Estimated useful life
f. Annual depreciation
g. Accumulated depreciation

VI. **Depreciation** - The District will use the Straight-Line Method as its standard approach to depreciate capital assets.

VII. **Estimated Useful Life** - The following ranges are guidelines in setting estimated useful life for depreciating assets in years:

| **Asset Category** | **Useful Life** |
|---|---|
| Land | N/A |
| Buildings | 25-50 |
| Building Improvements | 25-50 |
| Parks | 25-50 |
| Park Improvements | 7-50 |
| Maintenance Equipment | 3-12 |
| Office Equipment | 3-12 |
| Vehicles | 5-7 |

a. Intangible assets - are capitalized at cost while contributed assets are recorded at fair market value at the time received.

b. Capital vs. Repair and Maintenance Expenses - The following criteria are the basis for distinguishing costs as either capital or repair and maintenance expense:

i. With respect to improvements costs should be capitalized if the useful life of the asset is substantially extended, or the cost results in a substantial increase in the capacity or efficiency of the asset. Otherwise, the cost should be expensed as repair and maintenance. Costs, including those that merely preserve the useful life of an asset shall be expensed.

VIII. **Inventory** - For internal control purposes, the District may maintain an inventory listing of certain non-capital assets (controlled equipment) that do not meet the capitalization thresholds referenced above. Controlled equipment includes items that should be specifically accounted for and inventoried periodically due to the high resale value of the equipment and/or potential risk of theft. Controlled equipment may include items such as computers, construction equipment, and other office equipment.

a. Each Department Head is responsible for all controlled equipment within their areas of responsibility.

IX. **Impairment** - "Impairment" may include physical damage, enactment or approval of laws or regulations, changes in environmental factors, technical changes, or evidence of obsolescence, changes in the manner or duration of use of an asset, and construction stoppages. A fixed asset is impaired if both:

a. The decline in the ability to use an asset is large in magnitude (> $100,000).

b. The event is outside the normal life cycle of a capital asset.

c. Assets that are deemed impaired and will no longer be of service to the District, will need to have their value adjusted based on the lower of their fair market value or their "book" value after depreciation.

d. In the case of theft, fire, flood, obsolescence, or other events regarding the usefulness of an asset, departments need to evaluate the usefulness or availability of that asset in the future. This may require outside assistance from an appraiser and/or the Finance Department to determine significance and applicability. Impairment must be conspicuous e.g., known to the District that a material event has occurred.

e. To measure the amount of impairment, the department will need to work with the Finance Department to determine if the above factors exist. If so, the portion of the asset to be adjusted would depend on the usefulness after repair (if applicable.) Usefulness assessments will need to be known as soon as possible. Other items that will need to be known include:

i. What is the estimated cost to restore the asset to full utility?
ii. What would be the current cost to replace the asset?
iii. What is the salvage value, if any?

b. If there is impairment, these items will be used to measure impairment given the facts of the occurrence. Once known, this information must be communicated to the Finance Director in writing so the asset value may be adjusted on the District's Asset Register.

c. Additionally, impairment losses should be reported in financial statements in accordance with the guidance provided by GASB. If not otherwise apparent from the face of the financial statements, the description, amount, and financial statement classification of impairment losses should be disclosed in the notes to the financial statements. If evidence is available to demonstrate that the impairment will be temporary, the capital asset should not be written down.

X. **Disposal and Transfer of District's Assets** - Surplus property is defined as any unnecessary, obsolete or excess supplies, materials, tools, vehicles, equipment or furniture that has been replaced or retired due to damage, age or change in District's standards and/or specifications. All assets that have reached the end of their useful life can be donated to a school or other non-profit agency, exchanged or traded for new goods, sold to any public or private person or entity; transferred from one department to another, recycled or disposed of as junk to a landfill or other appropriate waste removal facility. Surplus property may not be sold to any employee, friend, or family member (outside of public auction).

a. Board of Director approval will be required for scrapping of surplus items with a value greater than $5,000.

b. If it is determined that the property sold as a unit has a value of less than $5,000, the property may be disposed of in a manner approved by the General Manager or designee.

c. If the appraised value of the surplus properties and the fixed assets, either sold as a unit or as single piece, has a market value of $25,000 or more, the property must be disposed of in a competitive process i.e. competitive offers or advertisement to the general public. The Board Clerk is authorized to advertise such surplus property for sale to the general public.

d. If the value of the surplus property requires Board approval, the Department shall prepare the Board Action Item of the itemized surplus property and present it to the Board for approval of the disposal. If the surplus property is being replaced, the Board Action Item authorizing the purchase of the replacement property may include the approval for the disposal of the itemized surplus property.

e. Prior to the disposal of any surplus property, each department is required to obtain the General Manager's or designee's approval.

f. Proceeds from the disposal of surplus property will be allocated to the District's General Fund unless the property was originally purchased with monies from a Special Revenue Fund, in which case, the proceeds will be returned to that specific fund.

XI. **Glossary of Terms** -

a. Capital Assets: Capital assets include land, land improvements, buildings, building improvements, construction in progress, machinery and equipment, vehicles, infrastructure, irrigation, easements, intangible assets (such as computer software), and works of art and historical treasures.

b. Capitalization: Capitalization of an asset occurs when the cost of the asset meets the "threshold" and the "estimated useful life" set in the organizational guidelines. Under capitalization, the cost of an item is initially recorded as an asset rather than an expense.

c. Depreciation: Depreciation is the process of allocating the cost of property over the asset's estimated useful life rather than recognizing the cost as an expense in the year of acquisition.

d. Estimated Useful Life: is based upon Governmental Accounting Standards Board recommendations unless a different life is determined by the General Manager, or his designee, based upon the facts and circumstances applicable to that asset or class of assets.

XII. **Effective** – This policy shall be applied retroactively to Fiscal Year 2022-23 for all capitalization activities occurring or recorded on and after June 30, 2022.

# Greater Vallejo Recreation District

## POLICY MANUAL

**POLICY TITLE:** **Capital Asset Policy**
**POLICY NUMBER:** **3050**

### I. Purpose

The purpose of this policy is: (1) to describe the policies and procedures utilized in the District's capital asset management system, and (2) to put guidelines in place to account for and depreciate the District's capital assets. The primary goals of this policy are:

a. To ensure that the District's capital assets are accounted for in conformance with generally accepted accounting principles; and

b. To establish a consistent and cost-effective way to account for the District's capital assets.

c. This Capital Asset Management policy is written in accordance with generally accepted accounting principles and closely conforms to capital asset accounting practices as recommended by the Government Finance Officers Association (GFOA). The Government Finance Officers Association recommends that every state and local government use the following applicable guidelines in establishing capitalization thresholds for capital assets:

i. Capital assets should be capitalized only if they have an estimated useful life of at least three years following the date of acquisition.

ii. Capitalization thresholds should be applied to individual assets rather than to groups of similar items (e.g., desks, tables).

iii. In no case should a government establish a capitalization threshold of less than $5,000 for any individual item.

iv. Governments should exercise control over their non-capitalized capital assets by establishing and maintaining adequate internal control procedures at the department level.

### II. Categories of Assets

a. **Infrastructure Assets** are long-lived assets that normally are stationary in nature and normally can be preserved to a significantly greater number of years than most capital assets. Examples include buildings, building improvements, parks and parks improvements. The Districts capitalization threshold for infrastructure assets is $25,000. Fair value at the date of donation will be capitalized for donated infrastructure assets.

b. **Capital Assets** are defined as tangible assets having an original unit cost of greater than or equal to the District's capitalization threshold of $5,000, including ancillary costs, and with a useful life of at least three years. This capital asset threshold is applied to individual fixed assets rather than to groups or collections of fixed assets. Examples include vehicles, major equipment, and office furniture.

c. **Capital Projects** will be capitalized as "construction in progress" until completed. Costs are reclassified from construction in progress to infrastructure assets upon the date of completion and acceptance of the project by the District Board of Directors. Direct costs, ancillary costs, and construction period interest are included in the capitalized amount.

## III. Responsibility

a. Finance Department - The Finance Director and/or designee shall be responsible for the implementation of this policy.

   i. Department Directors - Department Directors shall be responsible for overseeing capital assets and inventory within their areas of responsibility which include items such as computers, office equipment, and construction equipment.

## IV. Policy

a. Threshold - The District will capitalize Capital Assets that cost $5,000 or more and have an estimated useful life of at least three (3) years. The capitalization threshold for Infrastructure Assets shall be $25,000. All land will be capitalized regardless of value.

b. Assets acquired prior to June 30, 2022, and capitalized at a lower threshold will continue to be depreciated on the basis of past practice.

c. Valuation - In accordance with generally accepted accounting principles, the District will value its capital and infrastructure assets at historical cost. Historical cost includes the cost or estimated cost at the time of acquisition, freight charges, installation, and site preparation charges, and the cost of any subsequent additions or improvements, excluding repairs. If a capital asset is donated to the District, the asset will be valued based on the fair market value at the time the asset is donated.

V. **Capital, Infrastrucure, and Construction in Progress Asset Inventory** - As part of the annual financial audit, the Finance Department shall submit a capital asset report that includes Capital, Infrastructure, and Construction in Progress to the District's external auditor. This report will include at minimum the following information:

a. Asset Classification
b. Asset Description
c. Date of acquisition
d. Acquisition cost
e. Estimated useful life
f. Annual depreciation
g. Accumulated depreciation

VI. **Depreciation** - The District will use the Straight-Line Method as its standard approach to depreciate capital assets.

VII. **<u>Estimated Useful Life</u>** - The following ranges are guidelines in setting estimated useful life for depreciating assets in years:

| Asset Category | Useful Life |
|---|---|
| Land | N/A |
| Buildings | 25-50 |
| Building Improvements | 25-50 |
| Parks | 25-50 |
| Park Improvements | ~~25~~7-50 |
| Maintenance Equipment | 3-12 |
| Office Equipment | 3-12 |
| Vehicles | 5-7 |

a. <u>Intangible assets</u> - are capitalized at cost while contributed assets are recorded at fair market value at the time received.

b. <u>Capital vs. Repair and Maintenance Expenses</u> - The following criteria are the basis for distinguishing costs as either capital or repair and maintenance expense:

i. With respect to improvements costs should be capitalized if the useful life of the asset is substantially extended, or the cost results in a substantial increase in the capacity or efficiency of the asset. Otherwise, the cost should be expensed as repair and maintenance. Costs, including those that merely preserve the useful life of an asset shall be expensed.

VIII. **<u>Inventory</u>** - For internal control purposes, the District may maintain an inventory listing of certain non-capital assets (controlled equipment) that do not meet the capitalization thresholds referenced above. Controlled equipment includes items that should be specifically accounted for and inventoried periodically due to the high resale value of the equipment and/or potential risk of theft. Controlled equipment may include items such as computers, construction equipment, and other office equipment.

a. Each Department Head is responsible for all controlled equipment within their areas of responsibility.

IX. **<u>Impairment</u>** - "Impairment" may include physical damage, enactment or approval of laws or regulations, changes in environmental factors, technical changes, or evidence of obsolescence, changes in the manner or duration of use of an asset, and construction stoppages. A fixed asset is impaired if both:

a. The decline in the ability to use an asset is large in magnitude (> $100,000).

b. The event is outside the normal life cycle of a capital asset.

c. Assets that are deemed impaired and will no longer be of service to the District, will need to have their value adjusted based on the lower of their fair market value or their "book" value after depreciation.

d. In the case of theft, fire, flood, obsolescence, or other events regarding the usefulness of an asset, departments need to evaluate the usefulness or availability of that asset in the future. This may require outside assistance from an appraiser and/or the Finance Department to determine significance and applicability. Impairment must be conspicuous e.g., known to the District that a material event has occurred.

e. To measure the amount of impairment, the department will need to work with the Finance Department to determine if the above factors exist. If so, the portion of the asset to be adjusted would depend on the usefulness after repair (if applicable.) Usefulness assessments will need to be known as soon as possible. Other items that will need to be known include:

i. What is the estimated cost to restore the asset to full utility?
ii. What would be the current cost to replace the asset?
iii. What is the salvage value, if any?

b. If there is impairment, these items will be used to measure impairment given the facts of the occurrence. Once known, this information must be communicated to the Finance Director in writing so the asset value may be adjusted on the District's Asset Register.

c. Additionally, impairment losses should be reported in financial statements in accordance with the guidance provided by GASB. If not otherwise apparent from the face of the financial statements, the description, amount, and financial statement classification of impairment losses should be disclosed in the notes to the financial statements. If evidence is available to demonstrate that the impairment will be temporary, the capital asset should not be written down.

X. **Disposal and Transfer of District's Assets** - Surplus property is defined as any unnecessary, obsolete or excess supplies, materials, tools, vehicles, equipment or furniture that has been replaced or retired due to damage, age or change in District's standards and/or specifications. All assets that have reached the end of their useful life can be donated to a school or other non-profit agency, exchanged or traded for new goods, sold to any public or private person or entity; transferred from one department to another, recycled or disposed of as junk to a landfill or other appropriate waste removal facility. Surplus property may not be sold to any employee, friend, or family member (outside of public auction).

a. Board of Director approval will be required for scrapping of surplus items with a value greater than $5,000.

b. If it is determined that the property sold as a unit has a value of less than $5,000, the property may be disposed of in a manner approved by the General Manager or designee.

c. If the appraised value of the surplus properties and the fixed assets, either sold as a unit or as single piece, has a market value of $25,000 or more, the property must be disposed of in a competitive process i.e. competitive offers or advertisement to the general public. The Board Clerk is authorized to advertise such surplus property for sale to the general public.

d. If the value of the surplus property requires Board approval, the Department shall prepare the Board Action Item of the itemized surplus property and present it to the Board for approval of the disposal. If the surplus property is being replaced, the Board Action Item authorizing the purchase of the replacement property may include the approval for the disposal of the itemized surplus property.

e. Prior to the disposal of any surplus property, each department is required to obtain the General Manager's or designee's approval.

f. Proceeds from the disposal of surplus property will be allocated to the District's General Fund unless the property was originally purchased with monies from a Special Revenue Fund, in which case, the proceeds will be returned to that specific fund.

XI. **Glossary of Terms** -

a. Capital Assets: Capital assets include land, land improvements, buildings, building improvements, construction in progress, machinery and equipment, vehicles, infrastructure, irrigation, easements, intangible assets (such as computer software), and works of art and historical treasures.

b. Capitalization: Capitalization of an asset occurs when the cost of the asset meets the "threshold" and the "estimated useful life" set in the organizational guidelines. Under capitalization, the cost of an item is initially recorded as an asset rather than an expense.

c. Depreciation: Depreciation is the process of allocating the cost of property over the asset's estimated useful life rather than recognizing the cost as an expense in the year of acquisition.

d. Estimated Useful Life: is based upon Governmental Accounting Standards Board recommendations unless a different life is determined by the General Manager, or his designee, based upon the facts and circumstances applicable to that asset or class of assets.

XII. **Effective** – This policy shall be applied retroactively to Fiscal Year 2022-23 for all capitalization activities occurring or recorded on and after June 30, 2022.

Agenda 9.1

**BOARD COMMUNICATION** **Date: July 23, 2026**

**TO:** **Board Chairperson and Directors**

**FROM:** **Noel Parkhurst, Finance Director**

**SUBJECT:** **Approval of Resolution 2026-05 of the Board of Directors of the Greater Vallejo Recreation District to amend Resolution 2024-04.**

## BACKGROUND AND DISCUSSION

The Board of Directors of the Greater Vallejo Recreation District previously adopted Resolution NO 2024-04 on August 22, 2024.This Resolution established the threshold for reporting leases in accordance with Governmental Accounting Standards Board (GASB) Statement No. 87, and for reporting Subscription-Based Information Technology Arrangements (SBITA'S) in Accordance with Governmental Accounting Standards Board (GASB) Statement No. 96.

In the adopted Resolution 2024-04, staff recommend that the District establish a minimum threshold for reporting Leases and SBITA's to a Net Present Value (NPV) of less than >1% of Fixed Assets for the applicable fund. The greater than sign (">") in this statement has caused confusion or ambiguity in interpretation. In addition, the words "Fixed Assets" will be replaced with "General Fund Balance" to accurately describe the calculation.

The proposed Resolution 2026-05 amends the above statement by removing the greater than sign (">") and replacing "Fixed Assets" with "Fund Balance". The amended sentence will read: "NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Greater Vallejo Recreation District hereby establishes the minimum threshold for reporting Leases pursuant to GASB 87 and SBITA's pursuant to GASB 96 to a Net Present Value (NPV) of less than 1% of the General Fund Balance."

The amendments in Resolution 2026-05 would be effective for fiscal years beginning after December 15, 2019, and all reporting periods thereafter.

Summary

The amendment proposed in Resolution 2026-05 would clarify the original Resolution, without changing its intent.

**RECOMMENDATION**
Adopt Resolution 2026-05 to amend previously adopted Resolution 2024-04 as presented.

**FISCAL IMPACT**
None

**ENVIRONMENTAL REVIEW**
N/A

**ALTERNATIVES CONSIDERED**
1. Decline to adopt the resolution; or
2. Provide staff with additional direction.

**ATTACHMENTS**
Attachment A: Resolution 2026-05
Attachment B: Adopted Resolution 2024-04

# RESOLUTION NO 2026-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT ESTABLISHING A THRESHOLD FOR REPORTING LEASES IN ACCORDANCE WITH GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB) STATEMENT NO. 87 AND FOR REPORTING SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITA'S) ACCORDANCE WITH GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB) STATEMENT NO. 96.**

**WHEREAS,** The Board of Directors of the Greater Vallejo Recreation District previously adopted Resolution NO. 2024-04 on August 22, 2024.This Resolution established the threshold for reporting leases in accordance with Governmental Accounting Standards Board (GASB) Statement No. 87, and for reporting Subscription-Based Information Technology Arrangements (SBITA'S) in Accordance with Governmental Accounting Standards Board (GASB) Statement No. 96.

**WHEREAS,** In the adopted Resolution 2024-04, staff recommend that the District establish a minimum threshold for reporting Leases and SBITA's to a Net Present Value (NPV) of less than >1% of Fixed Assets for the applicable fund. The greater than sign (">") in this statement has caused confusion or ambiguity in interpretation. In addition, the words "Fixed Assets" should be replaced with "General Fund Balance" to accurately describe the calculation.

**WHEREAS,** The amended language in Resolution 2026-05 will provide clarity and remove confusion without changing the intent of Resolution 2024-04.

**WHEREAS,** Resolution 2026-05 supersedes Resolution 2024-04.

**WHEREAS,** GASB Statement No. 87 increases the usefulness of governments' financial statements by requiring recognition of certain leased assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities; and

**WHEREAS,** The requirements of this Statement are effective for fiscal years beginning after December 15, 2019 [extended to June 15, 2021], and all reporting periods thereafter; and

**WHEREAS**, The District is subject to GASB 87 reporting standards for the FY 2022; and

**WHEREAS**, GASB Statement No. 96 provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended; and

**WHEREAS,** The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter; and

**WHEREAS,** The District is subject to GASB 96 reporting standards in the FY 2023; and

**WHEREAS**, By establishing a minimum threshold for reporting, the District will eliminate the need to account for and report on any Lease or SBITA that is immaterial to the financial position of the District, increasing efficiency in the Finance Department.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Greater Vallejo Recreation District hereby establishes the minimum threshold for reporting Leases pursuant to GASB 87 and SBITA's pursuant to GASB 96 to a Net Present Value (NPV) of less than 1% of the General Fund balance.

**PASSED AND ADOPTED** this 23rd day of July 2026.

Following Roll Call Vote:

Ayes: ______________________

Noes: ______________________

Absent: ______________________

Abstained: ______________________

Adopted: ______________________

Thomas Judt, Chairperson

Attest: ______________________

ATTACHMENT B

ORIGINAL

GREATER VALLEJO RECREATION DISTRICT

# RESOLUTION NO 2024-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT ESTABLISHING A THRESHOLD FOR REPORTING LEASES IN ACCORDANCE WITH GASB STATEMENT NO. 87 AND FOR REPORTING SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITA'S) IN ACCORDANCE WITH GASB STATEMENT NO. 96.**

**WHEREAS,** GASB 87 Leases increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities; and

**WHEREAS,** The requirements of this Statement are effective for fiscal years beginning after December 15, 2019 [ extended to June 15, 2021], and all reporting periods thereafter; and

**WHEREAS**, The District is subject to GASB 87 reporting standards for the FY 2022; and

**WHEREAS**, GASB 96 provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases,* as amended; and

**WHEREAS,** The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter; and

**WHEREAS,** The District is subject to GASB 96 reporting standards in the FY 2023; and

**WHEREAS**, By establishing a minimum threshold for reporting, the District will eliminate the need to account for and report on any Lease or SBITA that is immaterial to the financial position of the District, increasing efficiency in the Finance Department.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Greater Vallejo Recreation District hereby establishes the minimum threshold for reporting Leases pursuant to GASB 87 and SBITA's pursuant to GASB 96 to a Net Present Value (NPV) of less than 1% of Net Assets for each applicable fund.

**PASSED AND ADOPTED** this 22nd day of August 2024.

Following Roll Call Vote:

Ayes: Aliga, Briseño, Starnes, Judt

Noes: 0

Absent: 0

Abstained: 0

Adopted: Rizal Aliga

Rizal Aliga, Chairperson

Attest: Kimberly Pierson 8/22/2024

GREATER VALLEJO
RECREATION DISTRICT

| ROLL CALL VOTE SHEET | YEA | NAY | ABSTAIN | ABSENT |
|---|---|---|---|---|
| Director Aliga | ✓ | | | |
| Director Briseño | ✓ | | | |
| Director Judt | ✓ | | | |
| Director Starnes | ✓ | | | |
| Vacant | | | | |
| | | | | |
| | | | | |

**<u>AGENDA ITEM:</u>**
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT ESTABLISHING A THRESHOLD FOR REPORTING LEASES IN ACCORDANCE WITH GASB STATEMENT NO. 87 AND FOR REPORTING SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITA'S) IN ACCORDANCE WITH GASB STATEMENT NO. 96.**

**<u>DATE OF MEETING:</u> August 22, 2024 - Board Meeting**

Agenda 9.2

**BOARD COMMUNICATION** **Date: July 23, 2026**

**TO:** **Board Chairperson and Directors**

**FROM:** **Pam Sloan, Interim General Manager**

**SUBJECT:** **Discussion and Possible Action on selection of grant writing firms for potential grant applications**

## BACKGROUND AND DISCUSSION

The district is interested in pursuing grants to address parks and facilities infrastructure improvements. At the Board meeting on July 9, 2026, staff provided two vendors for consideration for grant writers to be used for projects. They were California Consulting and Townsend Public Affairs. After a discussion on potential projects the Board directed the staff to bring to the Board the potential cost for the four projects under consideration and the funding source.

Each vendor provided quotes for the proposed projects They are as follows:

**California Consulting** - fee for grant writing is based on the size of the funds seeking for a project. The pricing scale is below:

| Grant Amount Request | Cost |
|---|---|
| Up to $10,000 | $2,000 |
| $10,001 - $50,000 | $5,000 |
| $50,001 - $200,000 | $8,000 |
| $200,001 - $500,000 | $10,000 |
| $500,001 - $2,000,000 | $12,000 |
| Over $2,000,000 | $15,000 - $18,000 |

To use California Consulting the cost would range between $51,000 - $54,000 for four grant applications.

**Townsend Public Affairs -** fees are based on the number of grants to be written. Therefore, the fees are $10,000 for the first project and each grant thereafter is $7,500 per grant.

To use Townsend Public Affairs the cost would be: $32,500 for four grant applications.

If the Board chooses to split the grant opportunities between the two vendors, the cost would be approximately $42,500 to $44,500.

**RECOMMENDATION**
The Board to select preferred grant writing vendor(s) and provide an allocation amount to be spent.

**FISCAL IMPACT**
$32,500 - $54,000
Surplus from FY 2025-2026 would be a funding source.

**ALTERNATIVES**
Select California Consulting for all projects
Select Townsend Public Affairs for all projects
Split projects between two vendors
Look for additional grant writing vendors

**DOCUMENTS AVAILABLE FOR REVIEW**
None.

**Interim General Manager Report**
**July 23, 2026**

**IMPACT FEES UPDATE:**

The district recently discovered a request for reimbursement from Impact fees for park improvements that had not been submitted for Richardson Park and Dan Foley Park. Those improvements included:

- Richardson Park – the improvement to athletic fields in Richardson Park.
    - 2021 the district paid $51,246.10 to PGE to relocate an electrical pole that was in the middle of the grass field, allowing the area to be converted into a soccer practice field for community use.
    - The district paid $136,634.25 to Techline Sports Lighting to retrofit the lighting system at Madren Field, including replacement of electrical wiring previously damaged by theft.
    - In 2021 the district paid $32, 608.48 for a scoreboard in Richardson Park.

The district will be submitting for impact fee reimbursement in the amount of $220,488.83.

- Dan Foley Park – the improvement included synthetic soccer/softball field replacement.
    - The district in 2023 invested $1,341,219.00 with FieldTurf USA Inc. to replace the synthetic soccer/softball field at Dan Foley Park.

As a result of this oversight, the district will be submitting the necessary paperwork for impact fee reimbursement in the amount of $1,561,707.83. The district is researching where Impact fees may be available.

**PROP 40 – FRANKLIN RECREATION CENTER PARK UPDATE:**

Interim General Manager set up meetings with Mayor, Andrea Sorce, Congressman Garamendi Office, Assemblywoman Wilson Office, Senator Cabaldon, and County Supervisor Cassandra James. Meetings pending are with Councilmember Bregenzer and County Supervisor Monical Brown. Meetings with Mayor Sorce, Congressman Garamendi Office and Assemblymember went very well. They are all in support of the Franklin Recreation Center Park project and assisting in working through the challenges OGALS recently presented to the district.

Attached is a packet provided to these individuals regarding the Franklin Recreation Center Park project that outlined the project and where we are today. We have requested their support for the Prop 68 timeline, December 31, 2027, as initially stated by the State as a construction completion date.

**Situation Update:** The district met on Thursday, July 16, 2026, with the Office of Grants and Local Services to receive an update on the Franklin Recreation Center Parks project. We received positive news today that allows us to continue with the project. Upon receipt of written verification of the solution provided by the state the Interim General Manager will provide the details.

**INTERIM GENERAL MANAGER OPERATIONALPROJECTS UPDATE:**

The Interim General Manager has completed several projects and realigned several operational issues to ensure a more efficient and effective district operation since coming on board in April. Below are some of the areas addressed and what is planned for the next two months.

**Completed:**

- Development and Adoption of FY26/27 Budget.
- Operational directive regarding part-time employees' usage to avoid CalPers Retirement System.
- Secured a consultant for Cunningham Pool Assessment
- Established monthly meetings with the City of Vallejo City Manager to discuss issues and concerns.
- Secured consultants to assist with policy and procedure manual review to ensure the district current practice and provide best practices implementation.
- Met with City of Vallejo City Council to provide financial information and secure Measure P funding in the amount of $300,000 for youth programming.
- Established Solano Community Foundation account for donations to enhance Recreation and Parks and Facilities opportunities, i.e., program scholarships, capital improvements, etc.
- Researched potential grant writers for future district projects.
- Secured Financial Consultant for special projects, i.e. two additional audits, 5 – year Forecast and other financial projects as needed.
- Met with Vallejo Aquatics Club and begin work on a new contract and how they can support Cunningham Pool.
- Met with Vallejo Little League to address concerns and extend contract for one year.
- Worked with Legal to secure payment for Sereno Village loan.

- Working with Legal to develop a maintenance agreement for Crescent Park Playground.
- Coordinated Gabe Lanusse separation from district and leave payout.
- Mentoring and training of department directors – ongoing.

**Next Two Months: (If time permits)**

- Secure Franklin Recreation Center Park project grant support from Senator Cabaldon and Assemblywoman Wilson
- Cunningham Pool Assessment completion and begin recommendation implementation.
- GVRD Board Retreat.
- Finance
  - Develop Budget calendar
  - Begin 5-Year Forecast
  - Establish Quarterly Budget update criteria
- Submit Impact Fees and Quimby Fees Reimbursement.
- Contracts with selected grant writers for district renovation projects.
- Collaboration with Vallejo Unified School District – Scholarship Opportunities.
- Determine Marketing Services Vendor and contract
- Issue an RFP for IT Services.
- Finalize contract with Vallejo Aquatics Club.
- Finalize contract extension with Vallejo Little League.
- Revised Reserve Policy for Board approval.
- CalPers Resolution for Unrepresented Employees.
- Begin negotiations with Unrepresented Employees Benefit Package for Board approval.
- Contract Management: Work with Legal to address expired lease agreements and bring to the Board for approval.
- Secure new occupants for Building at 500 Amador (Formerly occupied by Vallejo Parent Nursery School).
- Begin review of Special Events policies and procedures – alignment with City of Vallejo policy.
- Establish format for quarterly program data reports.

Transition Plan for New General Manager

**Attachment A**

**FRANKLIN RECREATION CENTER PARK PROJECT**

**Project Overview -** The Franklin Recreation Center is one of the most significant community park investments in Greater Vallejo Recreation District's (GVRD) history. Located on the Franklin Middle School campus through a partnership with the Vallejo City Unified School District, the project will transform approximately 14 acres of underutilized property into a vibrant community recreation destination serving youth, families and the surrounding community of Vallejo.

Made possible through California's highly competitive Proposition 68 Statewide Park Development and Community Revitalization Program, the project will provide new athletic fields, playgrounds, walking paths, picnic areas, parking, landscaping, lighting, a new accessible restroom facility, and supporting infrastructure designed to expand recreational opportunities and improve quality of life for the surrounding community. From the beginning, the project has received overwhelming community support. Through public workshops, stakeholder meetings, and neighborhood outreach, residents consistently expressed the need for additional recreational opportunities, safe places for children to play, and improved community gathering spaces. Franklin Recreation Center represents a long-term investment in youth recreation, healthy lifestyles, neighborhood revitalization, and equitable access to quality parks.

**Project Partnership -** The success of the Franklin Recreation Center reflects years of collaboration among the GVRD, Vallejo City Unified School District, The State Office of Grants and Local Services (OGALS), local elected officials, community stakeholders, and a multidisciplinary consultant team. Together, these partners have advanced the project through environmental review, public outreach, design, permitting, and agency coordination while maintaining a shared commitment to delivering an exceptional recreation facility.

**Recent Funding Challenge -** On June 24, 2026, the District received correspondence from OGALS indicating that the Prop. 40 portion of the project funding could not be extended beyond June 30, 2027. Because approximately $7.2 million of the project's funding is tied to Prop. 40, the correspondence created an unexpected administrative challenge that threatened the project schedule and funding. The rest of the project was tied to a Prop. 68

deadline of June 30th, 2028. The original intent of OGALS was to request extensions to the Prop. 40 portion to align the schedules.

The District immediately began working with OGALS to better understand the issue. At the same time, the GVRD Board of Directors, OGALS, Senator Garamendi's office, Assemblymember Lori Wilson's office, Senator Christopher Cabaldon's office, the City of Vallejo Mayor's Office, District staff, and the consultant team came together with a common goal; to preserve the State's investment and keep this important community project moving forward.

## OGALS UPDATE

**A Collaborative Solution -** We are pleased to report that the meeting held on July 22, 2026 with OGALS resulted in a collaborative administrative solution that restores the project to the original Prop. 68 funding framework. Under this approach, Proposition 40 funding will continue to be utilized through June 30, 2027, after which additional Prop. 68 funding will be available, consistent with the original competitive grant funding limits. It is still early, but we anticipate this solution preserves the project's full $7.5 million grant award while allowing construction to proceed under the established Prop. 68 schedule through June 30, 2028. This proposed outcome reflects the commitment of The State to work collaboratively with local agencies in finding practical solutions that protect the State's investment while ensuring successful project delivery. We appreciate everyone's continued support while this approach is formalized and approved at the State level. As soon as the agreement is signed, we will inform all involved in helping in this process.

**Looking Ahead -** The project is once again moving forward. The immediate priorities are completing the Division of the State Architect (DSA) submittal and review, obtaining approval of the construction documents, advertising the project for competitive bids, and beginning construction by the end of the year.

The Greater Vallejo Recreation District sincerely appreciates the continued leadership and support provided by California State Parks OGALS, Assembly member Lori Wilson, Senator Christopher Cabaldon, the Mayor of Vallejo. Senator Garamendi's office and the many community members who have supported this effort. Their partnership transformed an unexpected administrative challenge into a collaborative success.

The Franklin Recreation Center represents far more than a construction project. It reflects California's commitment to investing in healthier communities, expanding recreational opportunities, and improving the quality of life for the children and families of Vallejo. We look forward to breaking ground and delivering a community recreation center that will serve residents for generations to come.

**Attachment B**

**FRANKLIN RECREATION CENTER PARK PROECT UPDATE - POWERPOINT**

# FRANKLIN RECREATION CENTER PARK

*PROJECT UPDATE*

*7/16/2026*

# MEETING AGENDA

1. TIMELINE
2. PUBLIC OUTREACH EFFORT
3. FINAL CONCEPT PLAN
4. PROJECT SCHEDULE
5. PROJECT STATUS UPDATE
6. PROPOSITION 68 / PROPOSITION 40 FUNDING UPDATE
7. PLANS STATUS

# PUBLIC OUTREACH EFFORT

## OUTREACH MEETING SUMMARY:

| | |
|---|---|
| **1ST PUBLIC MEETING** | AUGUST 2020 |
| **STAKEHOLDER DESIGN WORKSHOP** | DECEMBER 2020 |
| **PUBLIC DESIGN WORKSHOPS** | JANUARY - FEBURARY 2021 |
| **USER GROUP MEETING** | SEPTEMBER 2025 |
| **PUBLIC UPDATE MEETING** | DECEMBER 2025 |

# FINAL CONCEPT PLAN

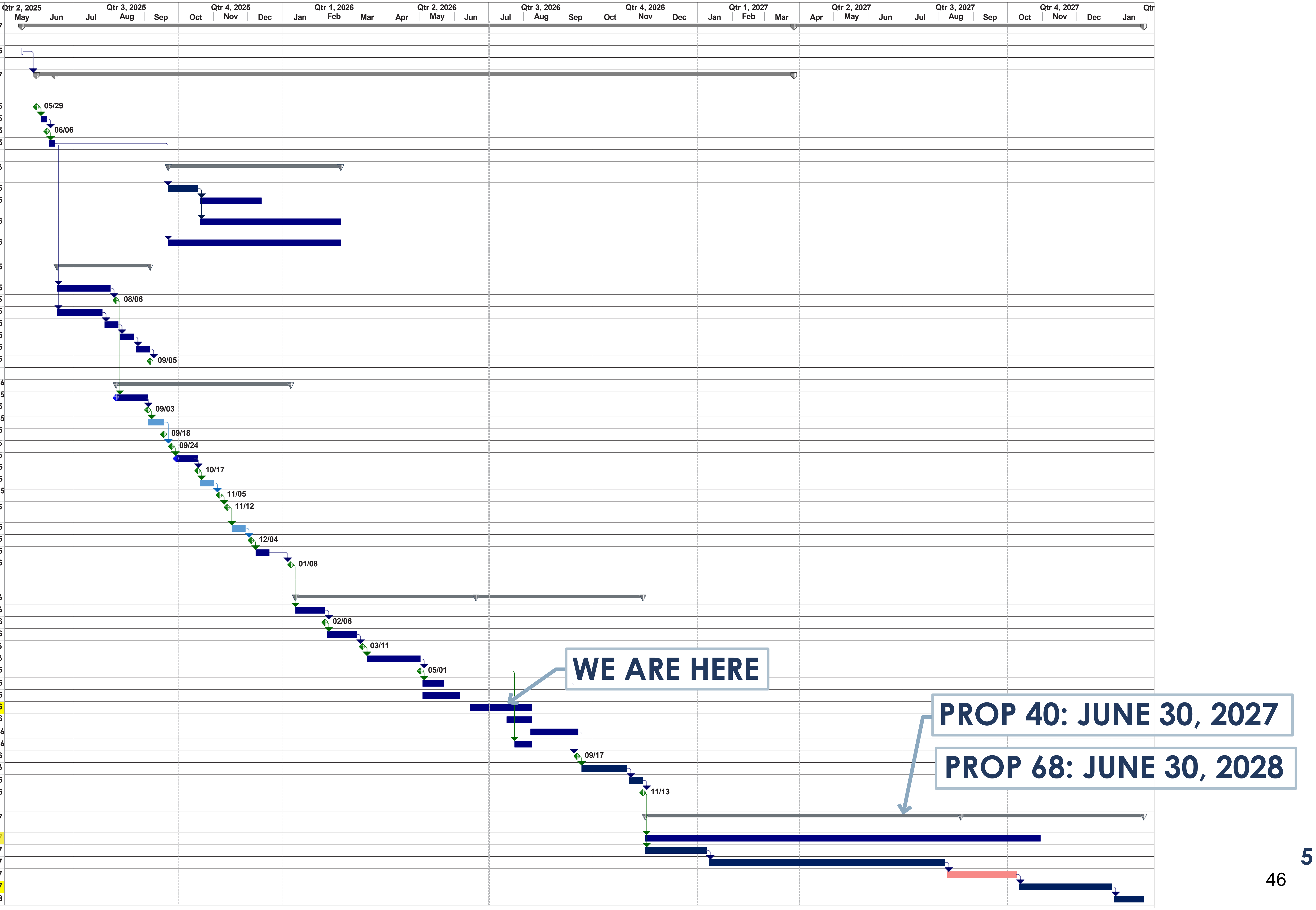

CALA
GREATER VALLEJO RECREATION DISTRICT

FRANKLIN RECREATION CENTER PARK - CONCEPT PLAN ADD ALTERNATES EXHIBIT
Vallejo, California

4

# PROJECT SCHEDULE

| ID | Task Name | Duration | Start | Finish |
|---|---|---|---|---|
| 1 | Franklin Recreation Center Park | 486 days? | Fri 05/16/25 | Fri 03/26/27 |
| 2 | | | | |
| 3 | Signed Authorization to Proceed | 1 day | Fri 05/16/25 | Fri 05/16/25 |
| 4 | | | | |
| 5 | 1.0 PROJECT MANAGEMENT (Meetings, Monthly Report and Status Update, Grant and Budget Management) | 477 days | Thu 05/29/25 | Fri 03/26/27 |
| 6 | 1.01 Project Kick Off Meeting | 0 days | Thu 05/29/25 | Thu 05/29/25 |
| 7 | 1.02 Project Schedule | 1 wk | Mon 06/02/25 | Fri 06/06/25 |
| 8 | Submit to District | 0 days | Fri 06/06/25 | Fri 06/06/25 |
| 9 | District Review | 1 wk | Mon 06/09/25 | Fri 06/13/25 |
| 10 | | | | |
| 11 | 2.0 ENVIRONMENTAL STUDIES/ COMPLAINCE AND PERMITS | 110 days | Mon 09/22/25 | Fri 02/20/26 |
| 12 | 2.01 Project Initiation | 4 wks | Mon 09/22/25 | Fri 10/17/25 |
| 13 | 2.02 Conduct Evaluation of Environmental Effects | 8 wks | Mon 10/20/25 | Fri 12/12/25 |
| 14 | 2.03 Prepare Initial Study/ Mitigated Negative Declaration | 18 wks | Mon 10/20/25 | Fri 02/20/26 |
| 15 | 2.04 Project Management/ Meetings | 22 wks | Mon 09/22/25 | Fri 02/20/26 |
| 16 | | | | |
| 17 | 3.0 FIELD INVESTIGATION, SURVEY, AND DATA COLLECTION | 60 days | Mon 06/16/25 | Fri 09/05/25 |
| 18 | 3.01 Survey and Data Collection | 7 wks | Mon 06/16/25 | Fri 08/01/25 |
| 19 | 3.02 Field Investigation | 0 days | Wed 08/06/25 | Wed 08/06/25 |
| 20 | 3.03 Geotechnical Report | 6 wks | Mon 06/16/25 | Fri 07/25/25 |
| 21 | 3.04 Utilities Coordination & Fire Flow Test | 2 wks | Mon 07/28/25 | Fri 08/08/25 |
| 22 | 3.05 NPDES C.3 Compliance | 2 wks | Mon 08/11/25 | Fri 08/22/25 |
| 23 | 3.06 Arborist Report | 2 wks | Mon 08/25/25 | Fri 09/05/25 |
| 24 | Submit to District | 0 days | Fri 09/05/25 | Fri 09/05/25 |
| 25 | | | | |
| 26 | 4.0 PRELIMINARY DESIGN | 110 days | Thu 08/07/25 | Thu 01/08/26 |
| 27 | 4.01 Draft Concept Plan Alternatives | 4 wks | Thu 08/07/25 | Wed 09/03/25 |
| 28 | Submit to District | 0 days | Wed 09/03/25 | Wed 09/03/25 |
| 29 | District Review | 2 wks | Thu 09/04/25 | Wed 09/17/25 |
| 30 | Stakeholder Meeting | 0 days | Thu 09/18/25 | Thu 09/18/25 |
| 31 | 4.02 District Meeting | 0 days | Wed 09/24/25 | Wed 09/24/25 |
| 32 | 4.03 Refined Concept Plan | 3 wks | Mon 09/29/25 | Fri 10/17/25 |
| 33 | Submit to District | 0 days | Fri 10/17/25 | Fri 10/17/25 |
| 34 | District Review | 2 wks | Mon 10/20/25 | Fri 10/31/25 |
| 35 | 4.04 District Meeting | 0 days | Wed 11/05/25 | Wed 11/05/25 |
| 36 | 4.05 Community Meeting Coordination Meeting | 0 days | Wed 11/12/25 | Wed 11/12/25 |
| 37 | Community Meeting Advertisement | 2 wks | Mon 11/17/25 | Fri 11/28/25 |
| 38 | 4.06 Public Update Meeting | 0 days | Thu 12/04/25 | Thu 12/04/25 |
| 39 | 4.07 Final Concept Plan (Holiday Period) | 2 wks | Mon 12/08/25 | Fri 12/19/25 |
| 40 | 4.08 Presentation to Board District (2nd or 4th Thurs) | 0 days | Thu 01/08/26 | Thu 01/08/26 |
| 41 | | | | |
| 42 | 5.0 PLANS, SPECIFICATIONS, & ESTIMATE (P,S,&Es) | 115 days? | Mon 01/12/26 | Fri 06/19/26 |
| 43 | 5.01 60% Submittal | 4 wks | Mon 01/12/26 | Fri 02/06/26 |
| 44 | Submit to District | 0 days | Fri 02/06/26 | Fri 02/06/26 |
| 45 | District Review | 4 wks | Mon 02/09/26 | Fri 03/06/26 |
| 46 | 5.02 District Meeting | 0 days | Wed 03/11/26 | Wed 03/11/26 |
| 47 | 5.03 90% Submittal | 7 wks | Mon 03/16/26 | Fri 05/01/26 |
| 48 | Submit to District | 0 days | Fri 05/01/26 | Fri 05/01/26 |
| 49 | District Review | 3 wks | Mon 05/04/26 | Fri 05/22/26 |
| 50 | DSA Submittal Prep. | 25 days | Mon 05/04/26 | Fri 06/05/26 |
| 51 | 5.04 DSA Intake delay | 40 days | Mon 06/15/26 | Fri 08/07/26 |
| 52 | DSA Submittal Prep. | 16 days | Fri 07/17/26 | Fri 08/07/26 |
| 53 | 5.04 DSA Application Review & Meeting | 6 wks | Fri 08/07/26 | Thu 09/17/26 |
| 54 | 5.05 SWPPP Preparation | 2.2 wks | Fri 07/24/26 | Fri 08/07/26 |
| 55 | 5.06 District Meeting | 0 days | Thu 09/17/26 | Thu 09/17/26 |
| 56 | 5.07 DSA Revisions and Backcheck | 6 wks | Mon 09/21/26 | Fri 10/30/26 |
| 57 | 5.08 Final Submittal (Bid) | 2 wks | Mon 11/02/26 | Fri 11/13/26 |
| 58 | Submit to District | 0 days | Fri 11/13/26 | Fri 11/13/26 |
| 59 | | | | |
| 60 | 6.0 CONSTRUCTION ENGINEERING AND INSPECTION | 200 days? | Mon 11/16/26 | Fri 08/20/27 |
| 61 | 6.01 Contractor Management | 50 wks | Mon 11/16/26 | Fri 10/29/27 |
| 62 | 6.02a Bidding and Contract review/award | 8 wks | Mon 11/16/26 | Fri 01/08/27 |
| 63 | 6.02b Construction period (150 days) | 30 wks | Mon 01/11/27 | Fri 08/06/27 |
| 64 | 6.02c Weather delays (estimated - 60 days) | 9 wks | Mon 08/09/27 | Fri 10/08/27 |
| 65 | 6.02d Maintenance Period (90 days) | 12 wks | Mon 10/11/27 | Fri 12/31/27 |
| 66 | 6.03 Project Close Out | 4 wks | Mon 01/03/28 | Fri 01/28/28 |



# PROJECT STATUS UPDATE 07/16/2026

- **The project remained on schedule through the planned DSA submittal date.**
    - 90% Plans, specs and estimate completed in May in preparation of DSA submittal on June 5th.
    - Vallejo offsite permit – complete
    - Storm drain connection permit – in process
    - CEQA – Public review process complete, Notice of Determination filing almost complete

- **During the May 27 DSA pre-application meeting, DSA identified additional review requirements related to restroom accessibility and CALGreen/EVCS compliance.**
    - The project team proceeded with the June 5 DSA submittal while requesting an EVCS impracticability determination in an effort to maintain the review schedule.
    - DSA completed its intake review and issued six intake comments. The final comment required resolution of the EVCS issue before the plans could be accepted for formal review.
    - The required redesign could not be completed within DSA's standard intake correction period of 2 days, resulting in removal from the intake process and reschedule for August 7, 2026

- **We received a letter from OGALS on 6/24 stating Prop 40 funds would not get an extension.**

- **A meeting with OGALS on 7/16 confirmed that funding is back on track to keep the project on-schedule with a completion date of June 30th, 2028.**

# PROPOSITION 68 / PROPOSITION 40 (OGALS) FUNDING UPDATE

**Project History and Recent Developments**

- **The project has been actively managed and clearly communicated throughout design and grant administration with OGALS staff.**

- **The District sought clarification from OGALS when questions first arose regarding the differing grant timelines.**
  - **Prop 68 Funding $342,697** – Construction completed by 12/31/2027, liquidation date of 6/30/2028
  - **Prop 40 Funding $7,200,000** – Construction completed by 12/31/2026, liquidation date of 6/30/2027.
  - OGALS communication and intention was to extend prop 40 to line up with prop 68 timeline

- **Project schedule decisions were based on written guidance provided by the State.**
  - Project schedules, reporting, grant advances, and State-generated Project Status Reports were developed and reviewed under that understanding.

# PROPOSITION 68 / PROPOSITION 40 (OGALS) FUNDING UPDATE

## Project History and Recent Developments (cont.)

- **The recent correspondence introduces a different interpretation that is still being evaluated with OGALS.**

**Dates:**

**(06/24)** – Letter received

**(07/02)** – Met with OGALS staff

- Meeting focused on informing project status. Messaging was "This has never happened to us". No clarity on status or future path was given.

**(07/16)** – Met with OGALS and Office Chief

- Office of Grants and Local Services provided positive news and allows the continuation of the project.
- Upon receipt of written verification of the solution provided by the state an update will be provided with details.

# PLAN STATUS - 90% COMPLETE

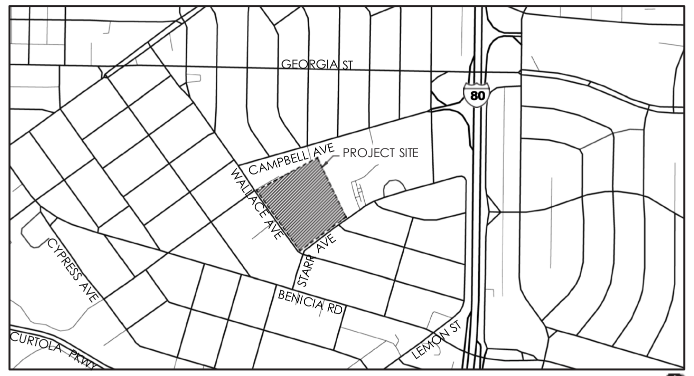
# 59 PAGES TOTAL

## GREATER VALLEJO RECREATION DISTRICT
## VALLEJO CITY UNIFIED SCHOOL DISTRICT

# FRANKLIN RECREATION CENTER PARK

## 501 STARR AVE, VALLEJO CA 94590
## DSA APP#02-124173
## 90% SUBMITTAL
## 04/24/2026

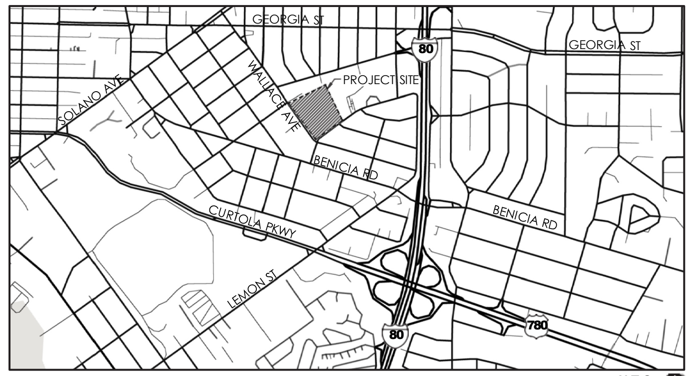
### VICINITY MAP






N.T.S. NORTH

### LOCATION MAP






N.T.S. NORTH

### PREPARED FOR


GREATER VALLEJO RECREATION DISTRICT
Chris Andrade
401 Amador St
Vallejo, CA 94590
Phone: (707) 648-4632


### DISTRICT


VALLEJO CITY UNIFIED SCHOOL DISTRICT
Ruben Aurelio
655 Walnut Avenue
Vallejo, CA 94592
Email: rthomas@vcusd.org
(Rhonda Thomas Executive Assistant)
Phone: (707) 556-8921


### PREPARED BY


LANDSCAPE ARCHITECT
Callander Associates Landscape Architecture, Inc.
Benjamin Woodside
12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
Phone: (916) 985-4366
Fax: (916) 985-4391

ELECTRICAL ENGINEER
Capital Engineering
Nathan Hearn
11020 Sun Center Dr,
Rancho Cordova, CA 95670
Phone: (855) 331-7273

CIVIL ENGINEER & SURVEYOR
BKF Engineers
Eric Swanson
7901 Stoneridge Drive, Suite 360
Pleasanton, CA, 94588
Phone: (925) 396-7700

GEOTECHNICAL
CORNERSTONE EARTH GROUP
John R. Dye
3697 Mt. Diablo Boulevard, Suite 3109
Lafayette, CA 94549
Phone: (925) 988-9500

STRUCTURAL
RW CONSULTING ENGINEERS
Greg Richards
1450 Harbor Boulevard Suite F,
West Sacramento, California 95691
Phone: (916) 229-8345

ENVIRONMENTAL
LSA
Theresa Wallace
157 Park Place
Point Richmond, CA 94801
Phone: (510) 236-6810


### GENERAL NOTES

1. DESIGN INTENT: THESE DRAWINGS REPRESENT THE GENERAL DESIGN INTENT TO BE IMPLEMENTED ON THE SITE. CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE DISTRICTS'S REPRESENTATIVE FOR ANY ADDITIONAL CLARIFICATION OR DETAILS NECESSARY TO ACCOMMODATE SITE CONDITIONS.

2. CONTRACTOR COORDINATION: EACH CONTRACTOR SHALL COORDINATE AND OTHERWISE INTEGRATE WORK WITH THAT OF OTHERS IN AN EFFICIENT AND TIMELY MANNER SO AS TO PROVIDE THE OWNER WITH A WELL-CONSTRUCTED, EASILY MAINTAINABLE PROJECT. EACH CONTRACTOR SHALL NOTIFY OTHERS AT LEAST TWO WORKING DAYS IN ADVANCE OF COVERING, COMPLETING, OR EXPOSING WORK TO BE INSTALLED BY OTHERS.

3. CONTRACTORS' JOB SITE CONDITIONS: CONTRACTOR AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR SITE CONDITIONS DURING CONSTRUCTION, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY, AND HOLD THE OWNER AND THE LANDSCAPE ARCHITECT HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER, THE LANDSCAPE ARCHITECT, OR THE DISTRICT.

4. COMPOSITE BASE SHEET: THE PROPOSED IMPROVEMENTS SHOWN ON THESE DRAWINGS ARE SUPERIMPOSED ON A BASE SHEET. THIS BASE SHEET IS COMPILED FROM THE TOPOGRAPHIC SURVEY, OTHER ARCHITECTURAL AND/OR ENGINEERING DOCUMENTS, AND OTHER DATA AS MADE AVAILABLE TO THE LANDSCAPE ARCHITECT. THIS BASE SHEET INFORMATION IS SHOWN IN HALF TONE ON THE PLANS. THE LANDSCAPE ARCHITECT SHALL NOT BE HELD LIABLE FOR CHANGES, INACCURACIES, OMISSIONS, OR OTHER ERRORS ON THESE DOCUMENTS. THE COMPOSITE BASE SHEET IS PROVIDED AS AN AID ONLY AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR REVIEWING THESE DOCUMENTS AND INCORPORATING/INTEGRATING ALL CONSTRUCTION AS REQUIRED TO ACCOMMODATE SAME. CONTRACTOR SHALL FIELD VERIFY ALL CONDITIONS PRIOR TO BIDDING.

THE BASE SHEET SOURCE FOR THESE DRAWINGS IS:
"242432_VFR_TOPO_v2", SHEETS 2-3. PREPARED FOR FRANKLIN RECREATION CENTER PARK BY BKF ENGINEERS ON 08/04/2025, (925) 396-7700.

5. UTILITIES: PRIOR TO CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE UTILITY COMPANIES INVOLVED AND REQUESTING A VISUAL VERIFICATION OF THE LOCATIONS OF THEIR UNDERGROUND FACILITIES. THE UTILITY COMPANIES ARE MEMBERS OF THE UNDERGROUND SERVICE ALERT (U.S.A.) ON-CALL PROGRAM. THE CONTRACTOR OR ANY SUBCONTRACTOR FOR THIS CONTRACT SHALL NOTIFY MEMBERS OF THE U.S.A. 48 HOURS IN ADVANCE OF PERFORMING EXCAVATION WORK BY CALLING THE TOLL-FREE NUMBER (800) 642-2444. EXCAVATION IS DEFINED AS BEING 18 OR MORE INCHES IN DEPTH BELOW THE EXISTING FINISH GRADE.

THE CONTRACTOR IS CAUTIONED THAT ONLY EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATION, AND DEPTHS OF SUCH UNDERGROUND UTILITIES. HOWEVER, THE LANDSCAPE ARCHITECT CAN ASSUME NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF ITS DELINEATION OF SUCH UNDERGROUND UTILITIES, NOR FOR THE EXISTENCE OF OTHER BURIED OBJECTS OR UTILITIES WHICH ARE NOT SHOWN ON THESE DRAWINGS.

6. GEOTECHICAL REPORT: GEOTECHNICAL INVESTIGATION AND RECOMMENDATION FOR THIS PROJECT IS COMPILED IN (GEOTECHNICAL INVESTIGATION: FRANKLIN RECREATION CENTER PARK IMPROVEMENTS, 473-16-1, CORNERSTONE EARTH GROUP, 8/14/2025).

7. CHANGES TO THE APPROVED DRAWINGS AND SPECIFICATIONS SHALL BE MADE BY AN ADDENDUM OR A CONSTRUCTION CHANGE DOCUMENT (CCD) APPROVED BY THE DIVISION OF THE STATE ARCHITECT, AS REQUIRED BY SECTION 4-338, PART 1, TITLE 24, CCR.

8. ALL SUBSTITUTIONS THAT AFFECT STRUCTURAL SAFETY, FIRE AND LIFE SAFETY, OR ACCESS COMPLIANCE SHALL BE SUBMITTED TO THE DIVISION OF THE STATE ARCHITECT FOR REVIEW AND APPROVAL.

9. A "DSA CERTIFIED" PROJECT INSPECTOR EMPLOYED BY THE DISTRICT (OWNER) AND APPROVED BY THE DSA SHALL PROVIDE CONTINUOUS INSPECTION OF THE DUTIES OF THE INSPECTOR ARE DEFINED IN SECTION 4-342, PART 1, TITLE 24, CCR.

10. A DSA ACCEPTED TESTING LABORATORY DIRECTLY EMPLOYED BY THE DISTRICT SHALL CONDUCT ALL THE REQUIRED TESTS AND INSPECTIONS FOR THE PROJECT.

11. ALL CONSTRUCTION AND DEMOLITION SHALL BE IN ACCORDANCE WITH CHAPTER 33 OF THE CBC AND CFC, AND THE WRITTEN SITE SAFETY PLAN PER DSA BU 24-05.

12. CONTRACTOR SHALL RETAIN THE SERVICES OF A CERTIFIED PLAYGROUND SAFETY INSPECTOR (CPSI). REFER TO SPECIFICATION SECTION 11 68 16 PLAY STRUCTURES FOR FIELD QUALITY CONTROL.

### STATEMENT OF GENERAL CONFORMANCE

APPLICATION NO.: DSA APP#02-124173 FILE NO.: 48-42

THE DRAWINGS IDENTIFIED AS FOLLOWS:
[ ] ALL DRAWING SHEETS INCLUDED IN THIS SET NOT BEARING MY STAMP AND SIGNATURE.
[ ] DRAWING SHEETS DENOTED IN THE SHEET INDEX AS FOLLOWS: G1.0, G2.0, G3.0, G4.0, G4.1,L1.0, L1.1, L2.0, L2.1, L3.0, L3.1, L3.2, L4.0, L4.1, L5.0, L5.1, L5.2, L6.0, L6.1, L7.0, L7.1, L7.2, L7.3, L7.4, C0.0, C1.0, C1.1, C2.0, C2.1, C3.0, C3.1, C4.0, C4.1, C4.2, C4.3, C5.0, C5.1, C6.0, C7.0, C7.1, C7.2, C7.3, C8.0, C8.1, C8.2, E0.1, E0.2, E1.0, E1.1, E1.2, E2.1, E2.2, E3.0
[ ] DRAWING SHEETS INCLUDED UNDER THE FOLLOWING PC APPROVAL(S):__________

HAVE BEEN PREPARED BY OTHER DESIGN PROFESSIONALS OR CONSULTANTS WHO ARE LICENSED AND AUTHORIZED TO PREPARE SUCH DRAWINGS (PLANS) IN THIS STATE. THEY HAVE BEEN EXAMINED BY ME FOR: 1) DESIGN INTENT AND APPEAR TO MEET THE APPROPRIATE REQUIREMENTS OF TITLE 24, CALIFORNIA CODE OF REGULATIONS AND THE PROJECT SPECIFICATIONS PREPARED BY ME, AND 2) COORDINATION WITH MY DRAWINGS (PLANS) AND SPECIFICATIONS AND ARE ACCEPTABLE FOR INCORPORATION INTO THE CONSTRUCTION OF THIS PROJECT. PER TITLE 24, PART 1, SECTION 4-316(B): THIS STATEMENT OF GENERAL CONFORMANCE SHALL NOT BE CONSTRUED AS RELIEVING ME OF MY RIGHTS, DUTIES, AND RESPONSIBILITIES UNDER SECTIONS 17302 AND 81138 OF THE EDUCATION CODE AND SECTIONS 4-336, 4-341 AND 4-344 OF TITLE 24, PART 1.

SIGNATURE DATE

PRINTED NAME: GREGORY I. RICHARDS
LICENSE NUMBER: S-4555
EXPIRATION DATE: 12/31/26

### BID ALTERNATES

ADD ALTERNATE #1: PICKLEBALL COURT
ADD ALTERNATE #2: BASKETBALL COURT
ADD ALTERNATE #3: 2-5 PLAY EQUIPMENT

### APPLICABLE CODES

ALL WORK SHALL CONFORM TO THE FOLLOWING MODEL CODES:

2025 CITY OF VALLEJO MUNICIPAL CODE
2025 ADA STANDARDS FOR ACCESSIBLE DESIGN
2025 BUILDING STANDARDS ADMINISTRATIVE CODE (PART 1, TITLE 24 CCR)
2025 CALIFORNIA BUILDING CODE (PART 2, VOLUMES 1 AND 2, TITLE 24 CCR)
2025 CALIFORNIA ELECTRICAL CODE (PART 3, TITLE 24, CCR)
2025 CALIFORNIA MECHANICAL CODE (PART 4, TITLE 24, CCR)
2025 CALIFORNIA PLUMBING CODE (PART 5, TITLE 24, CCR)
2025 CALIFORNIA ENERGY CODE (PART 6, TITLE 24, CCR)
2025 CALIFORNIA FIRE CODE (PART 9, TITLE 24, CCR)
2025 CALGREEN BUILDING STANDARDS CODE (PART 11, TITLE24, CCR)
2025 CALIFORNIA REFERENCED STANDARDS CODE (PART 12, TITLE 24, CCR)
TITLE 19, CCR, PUBLIC SAFETY, STATE FIRE MARSHAL REGULATIONS

APPLICABLE STANDARDS: FOR A LIST OF APPLICABLE STANDARDS, INCLUDING CALIFORNIA AMENDMENTS TO NFPA STANDARDS, REFER TO CBC CHAPTER 35 AND CFC CHAPTER 80.

### PROJECT DESCRIPTION

CONSTRUCTION OF A 6.8 ACRE PARK INCLUDING PARKING LOT, TURF FIELD, SITE FENCING, PICNIC AREA, LANDSCAPING, HARD SURFACING, AND THREE (3) BID ALTERNATES OF PICKLEBALL COURTS, BASKETBALL COURT, AND PLAY EQUIPMENT. NO WORK AT EXISTING CONCESSION / RESTROOM BUILDING DESIGNATION BS-01(DSA APP #02-114267).

### SITE DATA

CLIMATE ZONE: 3
FIRE SEVERITY ZONE: NO
FLOOD HAZARD AREA: NO

### SEISMIC DESIGN CRITERIA

LATERAL LOADS: RISK CATEGORY II
WIND LOADS (ASCE 7-22)
BASIC WIND SPEED 92 MPH (ASD)
EXPOSURE C

PRESSURE COEFFICIENTS
INTERNAL PRESSURE COEFFICIENT, $GC_{pi}$ = ±0.18
TOPOGRAPHIC FACTOR, $K_{zt}$ = 1.00
WIND DIRECTIONALITY FACTOR, $K_d$ = 0.85
VELOCITY PRESSURES
q (0'-15') = 9.3 PSF (ASD)

SEISMIC LOADS (ASCE 7-22)
SITE CLASS D-DEFAULT
SEISMIC DESIGN CATEGORY D
IMPORTANCE FACTOR 1.00
$S_S = 2.620$ $S_1 = 1.040$
$S_{MS} = 2.540$ $S_{M1} = 2.820$
$S_{DS} = 1.690$ $S_{D1} = 1.880$

LATERAL SYSTEM: CANTILEVERED POLE STRUCTURE
$R = 1.25$ $CS = \frac{S_{DS}}{(R/I)}$
$\Omega_0 = 2.00$ 1.352
$C_d = 2.50$ V(ASD) = 0.946 x W

GEOTECHNICAL CRITERIA
GEOTECHNICAL CRITERIA PER 2025 CBC CHAPTER 18, TABLE 1806.2.
PASSIVE PRESSURE = 100 PCF
x2 FOR ALLOWABLE = 200 PCF
$\frac{1}{2}$" DELTA @ SURFACE

### ACCEPTANCE TESTING

ACCEPTANCE TESTS TO BE COMPLETED ON NEWLY INSTALLED OR REPLACEMENT OF LIGHTING CONTROLS BEFORE PROJECT COMPLETION PER 130-4 OF THE CALIFORNIA ENERGY CODE SECTION AND 10-103 OF THE 2025 BUILDING STANDARDS ADMINISTRATIVE CODE.

### SHEET SCHEDULE

**GENERAL**

| SHEET | DESCRIPTION |
|---|---|
| G1.0 | COVER SHEET |
| G2.0 | SITE ACCESSIBILITY PLAN |
| G3.0 | FIRE ACCESS PLAN |
| G4.0 | DSA 403 |
| G4.1 | DSA 403, 403-C, FLOOD MAP |

**LANDSCAPE**

| SHEET | DESCRIPTION |
|---|---|
| L1.0 | TREE DISPOSITION PLAN |
| L1.1 | TREE DISPOSITION PLAN |
| L2.0 | DEMOLITION PLAN |
| L2.1 | DEMOLITION PLAN |
| L3.0 | SITE LAYOUT PLAN |
| L3.1 | SITE LAYOUT PLAN |
| L3.2 | SITE LAYOUT ENLARGEMENTS & DETAILS |
| L4.0 | SITE CONSTRUCTION PLAN |
| L4.1 | SITE CONSTRUCTION PLAN |
| L5.0 | IRRIGATION PLAN |
| L5.1 | IRRIGATION PLAN |
| L5.2 | IRRIGATION NOTES & WATER EFFICIENT LANDSCAPE DOCUMENTATION |
| L6.0 | PLANTING PLAN |
| L6.1 | PLANTING PLAN |
| L7.0 | LANDSCAPE DETAILS |
| L7.1 | LANDSCAPE DETAILS |
| L7.2 | LANDSCAPE DETAILS |
| L7.3 | LANDSCAPE DETAILS |
| L7.4 | LANDSCAPE DETAILS |
| L7.5 | LANDSCAPE DETAILS |

**STRUCTURAL**

| SHEET | DESCRIPTION |
|---|---|
| S1.0 | TYPICAL STRUCTURAL NOTES |
| S2.0 | ELEVATIONS |
| S3.0 | DETAILS |

**CIVIL**

| SHEET | DESCRIPTION |
|---|---|
| C0.0 | GENERAL NOTES AND LEGEND |
| C1.0 | EXISTING CONDITIONS |
| C1.1 | EXISTING CONDITIONS |
| C2.0 | DEMOLITION PLAN |
| C2.1 | DEMOLITION PLAN |
| C3.0 | HORIZONTAL CONTROL PLAN |
| C3.1 | HORIZONTAL CONTROL PLAN |
| C4.0 | OVERALL GRADING PLAN |
| C4.1 | GRADING PLANS |
| C4.2 | GRADING PLANS |
| C4.3 | GRADING ENLARGEMENTS |
| C5.0 | UTILITY PLAN |
| C5.1 | UTILITY PLAN |
| C6.0 | STORMWATER CONTROL PLAN |
| C6.1 | STORMWATER CONTROL PLAN |
| C7.0 | CIVIL DETAILS |
| C7.1 | CIVIL DETAILS |
| C7.2 | CIVIL DETAILS |
| C7.3 | CIVIL DETAILS |
| C8.0 | EROSION AND SEDIMENT CONTROL PLAN |
| C8.1 | EROSION AND SEDIMENT CONTROL PLAN |
| C8.2 | EROSION AND SEDIMENT CONTROL DETAILS |

**ELECTRICAL**

| SHEET | DESCRIPTION |
|---|---|
| E0.1 | ELECTRICAL COVER SHEET |
| E0.2 | ELECTRICAL ONE-LINE DIAGRAM & SCHEDULES |
| E1.0 | ELECTRICAL SITE PLAN |
| E1.1 | ELECTRICAL PARTIAL SITE PLAN |
| E1.2 | ELECTRICAL PARTIAL SITE PLAN |
| E2.1 | PARTIAL PHOTOMETRIC PLAN |
| E2.2 | PARTIAL PHOTOMETRIC PLAN |
| E3.0 | ELECTRICAL DETAILS |
| E4.0 | TITLE 24 LTO FORMS |

TOTAL SHEET COUNT: 59


CALA
12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
www.callanderassociates.com


| REVISION | DATE |
|---|---|

LICENSED LANDSCAPE ARCHITECT
Signature
May 31, 2027
Renewal Date
Date
STATE OF CALIFORNIA

GREATER VALLEJO RECREATION DISTRICT
VALLEJO CITY UNIFIED SCHOOL DISTRICT
FRANKLIN RECREATION CENTER PARK
VALLEJO, CA

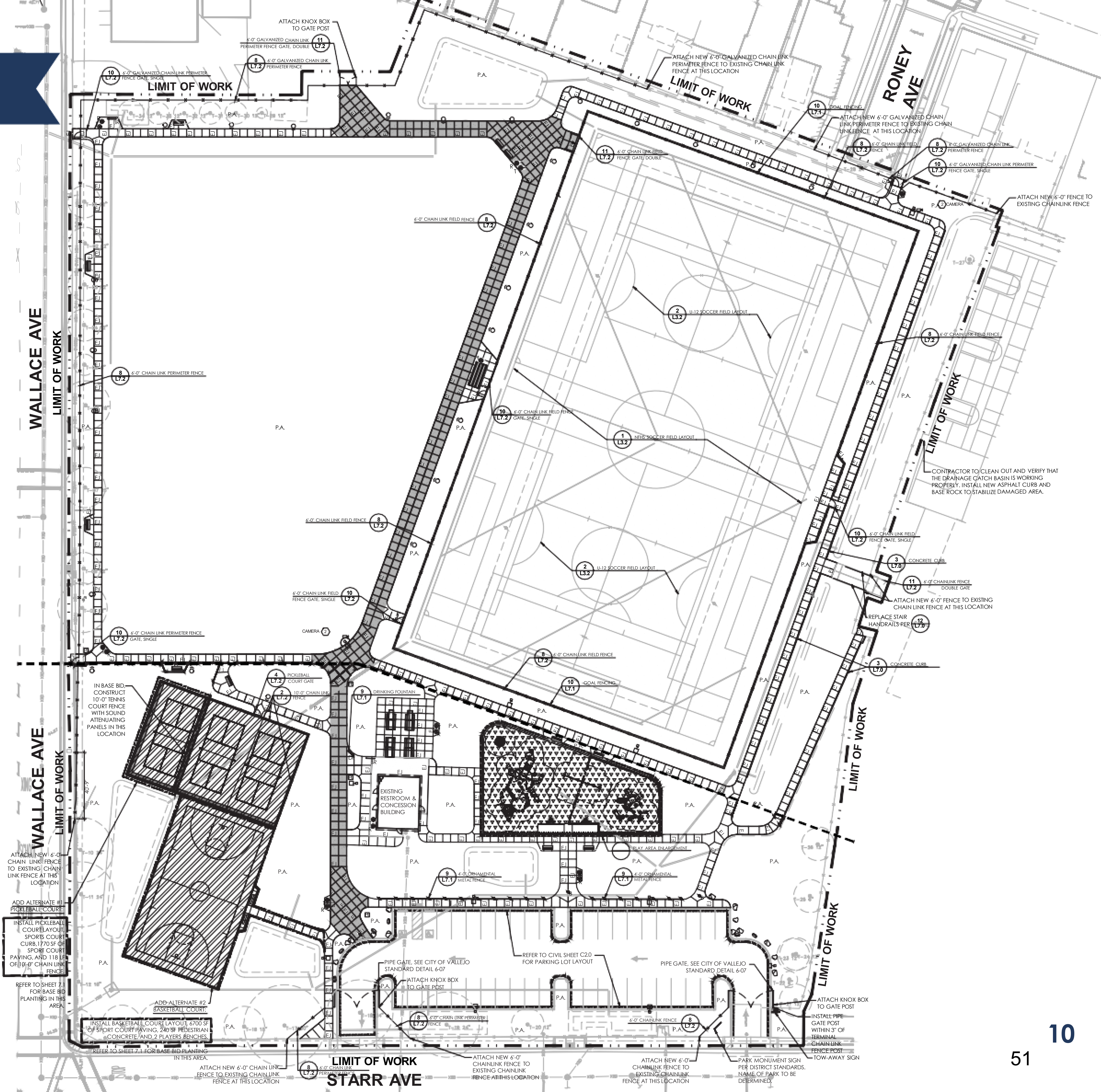
| REVISION | DATE |
|---|---|
| 90% CDs | 4/24/26 |

PROJECT NO: 25016
DRAWN BY: OP
CHECKED BY: BW
SCALE: As Shown

SHEET TITLE
COVER SHEET

SHEET
G1.0
1 OF 59

# PLAN STATUS - 90% COMPLETE



# Finance Department Board Update

07/23/26

**Year End Close**

- Staff continue to work towards closing Fiscal Year 2025-26 and expect to have the Preliminary Financials available by August 27th board meeting.

**Policy 3030 – Budget and Reserves Policy Revision**

- Staff are working on making further revisions to Policy 3030 - Budget & Reserves. Once revisions are complete, the revised policy will be presented to the appropriate committee for review.

**Audit Follow UP – Review Current Practices**

- Staff have reviewed suggestions made by the auditors during the FY 22/23 audit engagement. Staff are ensuring that current procedures address the suggestions.

# Human Resources Department Board Update

7/23/2026

## Onboarding and Organizational Development

- Human Resources continues to enhance the District's onboarding and new employee orientation processes to provide a more structured and consistent experience for incoming employees. These improvements strengthen employee integration, reinforce District expectations and workplace culture, and promote a consistent understanding of operational standards across all departments.

## Leadership Support and Training

- Human Resources continues to provide guidance and support to supervisors and managers on key employment matters, including leave administration, workers' compensation, performance management, employee coaching, and workplace compliance responsibilities. These efforts promote consistent decision-making and support effective leadership across the organization.
- Human Resources has identified upcoming CalPERS educational resources, compliance workshops, and other human resources training opportunities. Staff are actively registering for these programs to strengthen organizational knowledge, maintain compliance with evolving employment laws and retirement regulations, and support continued professional development.

## Recruitment and Workforce Planning

- Human Resources continues to support the District's executive recruitment efforts in partnership with Municipal Resource Group (MRG), including recruitment outreach and advertising for the vacant General Manager position through multiple professional recruitment platforms.

## Compliance and Risk Management

- Human Resources continues to collaborate with legal counsel and external investigators on employment-related matters to ensure compliance with applicable laws, mitigate organizational risk, and support the timely resolution of pending personnel matters.
- Human Resources continues to partner with the Finance Department in support of the District's CalPERS audit by assisting with employee records, employment documentation, and responding to information requests to help ensure an accurate and timely audit process.
- The Department continues to review employment policies, practices, and internal procedures to ensure alignment with current federal and California employment laws, CalPERS requirements, and industry best practices.
- Human Resources is prioritizing the District-wide review of Form I-9 employment eligibility verification records to ensure compliance with federal requirements, improve record management, and support consistent onboarding practices.

**Safety and Policy Updates**

- The Safety Committee continues to strengthen the District's workplace safety program by defining committee roles and responsibilities and reviewing updates to the Injury and Illness Prevention Program (IIPP). Upon completion, recommended revisions will be presented to the Executive Team for review and consideration prior to implementation.
- Human Resources continues to support safety initiatives through policy review, coordination with department leadership, and efforts to promote a proactive culture of workplace safety.

**Organizational Effectiveness**

- Human Resources continues to focus on initiatives that improve organizational effectiveness, support operational consistency, and align departmental efforts with the District's 10-Year Master Plan goals and operational priorities.

**Upcoming Priorities**

- Finalize I-9 audit and HR internal files audit.
- Continue supporting the recruitment and selection of the District's permanent General Manager.
- Complete updates to the Injury and Illness Prevention Program (IIPP) and related safety procedures.
- Continue reviewing and updating Human Resources policies and procedures for operational consistency and legal compliance.
- Expand supervisor training and leadership development opportunities.
- Increase participation in CalPERS and HR training opportunities to strengthen organizational expertise and ensure ongoing compliance.

# Maintenance Department Board Update

07/23/2026

**BRS Park**

- The Vallejo Watershed Alliance held a cleanup event and its annual appreciation BBQ on July 18th.

**Dan Foley Park**

- The Vallejo Watershed Alliance and Touro University will host a shoreline cleanup event as part of Touro University's annual Day of Service on July 29th.

**Glen Cove Park**

- Staff is addressing ongoing issues with the restroom sewer line and has worked to clear the blockage. A contractor has been scheduled to perform a camera inspection to determine whether an obstruction or damaged pipe is causing the recurring problems.

**Carquinez Park**

- A contractor has been hired to install a new irrigation booster pump to replace the existing pump, which failed.

**Hanns Park**

- Staff is preparing the park for Shakespeare in the Park, scheduled for July 25 and 26.

**Franklin**

- Staff is repairing one of the gym's two air conditioning units, which has been leaking.

**Grant Mahony Park**

- Staff installed a new Grant Mahony plaque to preplace the one that was stolen.

**Norman King Center**

- The Fire Department completed its annual inspection. Staff is working to make the corrections noted on the inspection in preparation for the re-inspection scheduled for August.

**4th of July**

- There were no major issues during the holiday. Staff did an excellent job cleaning the parks after the holiday.

# Recreation Services Board Updates

7/23/2026

**Activity Guide:**

- While summer programs and events continue to serve the community, Recreation Services staff has begun planning for the upcoming Fall/Winter season. Staff are evaluating current program offerings, exploring new recreation opportunities, and strengthening community partnerships to enhance seasonal programming. Development of the Fall/Winter Activity Guide is underway, with production timelines being finalized to ensure another exciting season of high-quality programs and events for the Vallejo community.

**Additional Project(s):**

- The Recreation Services Director has continued working collaboratively with the City of Vallejo to finalize the agreement for the Measure P $300,000 funding allocation. Progress continues to be made through ongoing coordination and communication between both agencies. Once finalized, these funds will support expanded recreation programming and community opportunities for Vallejo residents. Staff looks forward to bringing additional updates as the agreement advances toward completion.

- The Recreation Services Director, in partnership with the Board Clerk, successfully completed and publicly advertised the Request for Proposals (RFP) for District marketing services. The RFP is currently open and will close at the end of July. Following the submission deadline, proposals will be reviewed to identify the firm best suited to support GVRD's marketing and community engagement goals.

- The Recreation Services Director finalized the agreement with the Vallejo City Unified School District (VCUSD) for the Expanded Learning Programs (ExLP). The agreement establishes the consultant service rates for GVRD to provide before-school, after-school, and sports programming. This partnership strengthens the District's ability to deliver high-quality youth services while expanding recreational opportunities for local students.

- The Interim General Manager, Parks & Facilities Director, and Recreation Services Director met with City of Vallejo staff to discuss strategies for improving the coordination of community events throughout the city. The meeting focused on streamlining communication, clarifying roles and responsibilities, and establishing a more consistent process for event organizers to follow when planning larger special events. These collaborative efforts will help ensure events are well-coordinated, efficiently reviewed, and provide a positive experience for the community.

**Aquatics:**

- Aquatics programming continues to perform exceptionally well this summer. Water X has 23 of 30 participants enrolled in July, while Aqua Zumba has 15 enrolled participants, with both classes consistently attracting additional drop-in participation. Overall, attendance remains strong across camps, swim lessons, lap swim, recreation swim, and fitness classes, demonstrating the community's continued enthusiasm for GVRD's aquatics programs.

- Summer aquatics camps continue to experience strong demand and participation. Guard Start Camp remains highly successful, with 29 of 30 spots filled for the current week and 25 of 30 spots filled for Week 5 (July 20–24). Davey Jones Camp exceeded capacity this week with 31 participants enrolled and is nearly full for Week 5, with only two spots remaining, highlighting the continued popularity of GVRD's aquatics programming.

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

- The Adaptive Recreation Luau welcomed 25 registered participants from The Arc Solano for a fun-filled day at the Cunningham Aquatic Complex. Participants enjoyed swimming, dancing, cornhole, oversized ball pong, and a variety of lawn games while taking advantage of the beautiful 73-degree weather. The event provided an inclusive and engaging environment that promoted recreation, social connection, and meaningful community participation.

- Bite Night Thursday once again received a strong community response, welcoming 438 attendees for another fun-filled summer evening. Families enjoyed the July 2 patriotic-themed event, featuring new attractions such as Zorb Balls and water games, along with food trucks, music, and family-friendly activities. The event continues to be a popular community gathering and a highlight of GVRD's summer event series.

- On Friday, July 10, Bands & Brews welcomed more than 721 attendees to Blue Rock Springs Park for another successful evening of live music and community fun. The Good Time Collective Band delivered a high-energy performance that kept the crowd on its feet, while families enjoyed food trucks, craft brews, face painting, games, and a vibrant park atmosphere. The event continues to be a signature summer tradition, bringing the community together through recreation and entertainment.

**Community Centers:**

- The Dan Foley Cultural Center enjoyed a fully booked weekend with two successful community events. On Saturday, staff supported a memorable celebration honoring a customer's mother's 100th birthday, and the family expressed their appreciation for the exceptional customer service provided by GVRD staff. On Sunday, the facility hosted a successful 707 Week Soul Food Stroll, presented in partnership with the 707 Committee, House of Acts, and GVRD, further highlighting the District's commitment to supporting community events and partnerships.

**Outreach, Sports, Gym & Special Interest Programs:**

- VRD continued its community outreach efforts by participating in the Behind the Flush event hosted by the Vallejo Flood & Wastewater District, as well as supporting the Late Nite Basketball Program. Staff connected with residents by sharing information about GVRD programs, services, and upcoming recreational opportunities. GVRD will return on July 30 with the Mobile Recess Van, providing interactive games, activities, and community resources to further engage youth and families.

- Power Play Summer Break Camp successfully completed two sessions, serving 30 youth from the community through engaging recreational sports programming. Participants built basketball and soccer skills while taking part in team-building activities that promoted sportsmanship, confidence, and positive social interaction in a safe and supportive environment. The camp provided a structured and active Summer Break experience and was well received by participants and families, demonstrating strong community engagement and program success.

- Recreation Services extends a special thank you to Steven Logoteta for more than 10 years of dedicated service establishing and teaching piano classes at the Vallejo Community Center. Steven's commitment helped build a strong and lasting music program that will continue to benefit the community for years to come. We are pleased to welcome Richard Greig, who began teaching the piano classes on July 15, ensuring the continuation of this popular program.

- Play-Well Camp returned this summer with its popular LEGO® & STEM program for youth ages 5–9. The camp is averaging 8 of 10 participants each week, providing children with hands-on opportunities to explore engineering concepts, spark their imagination, and build dinosaur-themed creations using thousands of LEGO® bricks. The program continues to offer a fun and engaging environment that promotes creativity, problem-solving, and teamwork.

- Teacher Kay successfully concluded two June Summer Camp sessions, serving a total of 55 participants. She is looking forward to three additional July sessions, with 58 participants currently registered. Her new Parents' Night Out program continues to be in high demand, averaging 16–18 participants each week and providing families with a fun, engaging experience and a valuable evening of childcare.
- Mobile Recess GVRD's summer programs while strengthening connections with local youth and community partners.

**Staffing:**

- Recreation Services is excited to welcome Recreation Coordinator Emely Mendez back to the Children's Wonderland and Community Events team. Emely brings valuable experience, institutional knowledge, and a strong passion for serving the community. We look forward to her leadership, creativity, and dedication as we continue to grow these programs and create memorable experiences for Vallejo residents.

- Recruitment has begun for Before and After School Program positions in preparation for the upcoming school year. Staff are actively recruiting qualified candidates to ensure programs are fully staffed and ready to provide safe, engaging, and high-quality expanded learning opportunities for participating students.

**Youth Services:**

- Fresh Theater Camp proudly presented its first summer performance, Finding Nemo, featuring 17 talented participants. Families and community members filled Children's Wonderland to cheer on the cast and celebrate the campers' creativity, confidence, and hard work. The performance was a wonderful showcase of the program's success and the positive impact of youth arts programming.

- The Counselors in Training (C.I.T.) Program is back at GVRD, providing high school juniors and seniors with hands-on experience working with youth while exploring careers in recreation. The first session concluded successfully with two participants, and the second session is now underway with six participants. Through a new partnership with the VCUSD TPP/Employability Program, participating students are now able to earn paid stipends for their volunteer service while gaining valuable workforce experience, further strengthening GVRD's commitment to youth leadership and career development.

- Eco Adventure Camp and Fun-Gineering Camp have a combined 41 participants registered for Week 4 of Summer Camp. As part of their weekly adventure, campers will enjoy a field trip to Vacaville Ice on Thursday, July 16, providing a fun and memorable recreational experience outside the classroom.

**Kudos:**

- The Recreation Services Department would like to recognize Jason Guison, Assistant Coordinator, and Johnathan Burton, Recreation Coordinator, for their outstanding support of GVRD's community events throughout the summer. While community events are outside of their regular day-to-day responsibilities, both employees willingly stepped up to fill a critical staffing need during the vacancy of the Community Events Recreation Coordinator position. Their flexibility, teamwork, and dedication ensured the District continued to deliver the high-quality events our residents have come to expect. We sincerely appreciate their commitment to serving the Vallejo community and embodying the spirit of teamwork.

- The Mobile Recess Van was featured in the Times-Herald on Thursday, July 16, highlighting GVRD's commitment to providing free recreation opportunities at neighborhood parks throughout Vallejo. The article showcased the Mobile Recess Van's programs, services, and ongoing efforts to increase access to recreation for youth and families across the community. Special recognition goes to our dedicated Recreation staff whose hard work, enthusiasm, and commitment have made the initiative a tremendous success this summer.


MOBILE RECESS!