



Greater Vallejo Recreation District

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

BOARD OF DIRECTORS

Rizal Aliga
Robert Briseño
Thomas Judt
Tom Starnes

GENERAL MANAGER

Gabe Lanusse

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

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

Board of Directors Meeting Agenda

Thursday, July 25, 2024

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

6:30 p.m. – Regular Session

Public Comment on Items on the Agenda

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

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

5) **Public Hearing on Annual Budget:**

To receive public comment regarding adoption of the District's Annual Operating Budget for 2024-2025 Fiscal Year

6) **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.

7) **Committee Updates**

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



8) Consent Calendar

Public Comment

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

Public Comment

8.1 Approve Board Minutes – July 11, 2024

8.2 Accept Publicity, Programs Committee Minutes-Special Meeting-July 10, 2024

8.3 Accept Policies and Personnel Committee Minutes Meeting – July 15, 2024

8.4 Accept Budget and Finance Committee Minutes – July 16, 2024

9) Financials:

Public Comment

9.1 Accept Finance Statement through 5/31/2024 (Parkhurst)

9.2 Accept Payment of Bills 6/1/2024 through 6/30/2024 (Parkhurst)

9.3 Resolution 2024-03 of the Board of Directors of the Greater Vallejo Recreation District to Adopt the Annual Operating Budget for Fiscal Year 2024-2025 (Parkhurst)

10) Staff Updates

Public Comment

10.1 General Manager

10.2 Recreation Services Director

10.3 Parks and Facilities Director

10.4 Human Resources Director

10.5 Finance Director

11) Announcements and Comments from Board Members:

12) Executive Session

Public Comment

12.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code section 54957

Title: General Manager

12.2 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION, pursuant to Government Code section 54956.9(d)(1)

Name of case: *Brown v. Greater Vallejo Recreation District*, Solano County Superior Court, Case No. CU23-06028

13) Meeting Adjourn



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Greater Vallejo Recreation District Board of Directors

MINUTES

July 11, 2024 – 401 Amador Street

6:30 p.m.

1) Call to Order

Chairperson Aliga called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:30 p.m., July 11, 2024, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2) Pledge of Allegiance

Chairperson Aliga led the pledge.

3) Roll Call

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

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

4) Approval of Agenda

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

5) Public Comment: -1 Speaker

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

6) Committee Updates-None

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



7) Consent Calendar

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

Public Comment-None

7.1 Approve Board Minutes – June 27, 2024

7.2 Accept Budget and Finance Committee Minutes –June 18, 2024

7.3 Accept Publicity, Programs Committee Minutes-Special Meeting-June 20, 2024

7.4 Accept Facility and Development Committee Minutes – June 25, 2024

7.5 Accept Policies and Personnel Committee Minutes-Special Meeting – June 26, 2024

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

8) Financials:

Public Comment

Updated Cash Flow Projections (Parkhurst)

Updated projections were provided and reviewed by the board. Director Parkhurst gave details on cash flow projections for FY ending June 2024 as well as FY 24-25

9) Action Items:

Public Comment- 2 Speakers for item 9.1, Chairperson Aliga allowed a second public comment which had 1 previous speaker

9.1 Discussion and possible action on McIntyre Ranch (Legal Counsel)

Director Judt offered the motion, seconded by Director Starnes, for the General Manager to develop three options for the property with financial details: (1) sale of the property; (2) keep the property for District uses; and (3) any alternative options, including potential exchange of the property with other government agencies. Chairperson Aliga called for a roll call vote: Ayes: Judt, Briseño, Starnes, Noes: Aliga; Absent: None. Motion passed.

9.2 Discussion and possible action on Impact/Quimby Fee Requests

(Legal Counsel)

Legal Counsel provided background information to the Board of Directors. After discussion, Director Briseño offered the motion, seconded by Director Starnes, to move forward with the two reimbursement requests totaling \$304,024 and to jointly develop a schedule of reimbursements and projects with the City of Vallejo. Motion passed.



9.3 Discussion and possible action on Colusa Street Building (Lanusse)

The General Manager provided background information on the property. After discussion the following direction was given to the General Manager: develop three options for the property with financial details: (1) sale of the property; (2) keep the property for District uses; and (3) any alternative options, including potential exchange of the property with other government agencies.

10) Staff Updates

Public Comment-None

10.1 General Manager

- Updated the board on his recent presentation to the City of Vallejo
- Announced upcoming meetings with the new VCUSD Superintendent and the VCUSD Assistant Superintendent, Operations
- Updated the board on the current outstanding loan with Eden Housing
- Thanked staff for working the 4th of July parade and Kid Zone at the Mad Hatter event

10.2 Recreation Services Director

- Announced the Bands and Brews event happening on Friday at 6pm
- Week 4 of Summer with 6 camps operating
- Working on expanding offerings for the 4-5 year old swim lessons
- Provided details on a recent overnight rental of the Sports Center by the Blue Devils Performing Arts Group

10.3 Parks and Facilities Director

- Provided details on the Terrace Park Ribbon Cutting – July 18 at 4pm
- Thanked recreation staff for putting on the Bands and Brews event
- Provided an update on the Lake Dalwigk improvement project-restroom has been installed
- Updated the board on July 4th- the parks looked good; North Vallejo Park had the most cleanup needed. Gave kudos to staff who worked on the 4th and 5th

10.4 Human Resources Director

- Announced June Employee of the Month: Jeffrey Worrell
- Provided update on other HR projects and initiatives



10.5 Finance Director

- Provided information on the BMO Bank signature card process
- Provided an update on current department efforts on producing the final budget

11) Announcements and Comments from Board Members

Director Briseño asked if staff were submitting items to Supervisor Brown's newsletter

12) Executive Session- at 8:20 pm Chairperson Aliga convened to executive session.

Public Comment-None

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code section 54957

Title: General Manager

at 10:01pm Chairperson Aliga re-convened to regular session and reported the following: **Information and direction given**

13) Meeting Adjourn

Director Starnes offered the motion, seconded by Director Briseño to adjourn the meeting at 10:02pm. Motion passed.

Tom Starnes, Board Secretary



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Gabe Lanusse

Programs and Publicity Committee Minutes Wednesday, July 10, 2024 2:00 P.M. Administrative Office-Board Room 401 Amador Street

In attendance: Chair Starnes, Director Aliga, General Manager Lanusse & Director Ryans.

Meeting began: 2:01 PM

1. Public Comment- No public comment.

2. Community Events:

a. 80th Celebration update. Director Ryans discussed logistical elements for the event being held in August. It was mentioned to be sure to invite City of Vallejo, Police, and Fire, which are on the list, however, not confirmed quite yet. Staff is working on securing vendors and dignitaries for the event.

3. Marketing Update: Submitted Content Action Plan for August- The marketing plan for the month has been submitted to Verdin for review and finalization. The team is scheduled to meet with the marketing team the week of the 15th. The Directors would like more insight on how the content action plan is created and more information on metrics provided by Verdin.

4. Parks N' Rec Day -Director Ryans mentioned in celebration of Parks Make Life Better Month in honor the month-long celebration we will offer the annual Parks N' Rec day at Children's Wonderland which is a Dinosaur themed party featuring waterslides, vendors, and foam! This is a program that requires a nominal fee and will be held on Saturday, July 27th from 12-4pm.

5. RFQ for North Vallejo Community Center – Director Ryans discussed that GVRD will put out an RFQ to see if there is any interest in using the building to contract services for teens and youth programming in the community. GM will review and provide a date to release for interest to the public.

Meeting Adjourned: 2:45 PM



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Gabe Lanusse

Policies and Personnel Committee Minutes Monday, July 15, 2024 3:30 p.m. Administrative Office-Board Room 401 Amador Street

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

Meeting Began: 3:35 pm

1. Public Comment

None.

2. Policy Review:

Policy 3040, Capital Outlay

- The General Manager said he wants to make the Committee aware of the policy regarding park dedication fees so we can recognize the process to follow internally and be aligned with the City's process.
- The General Manager said the City of Vallejo plans to update the Municipal Code, Chapter 3.18 (Land Dedication and Fees for Park and Recreational Purposes) and he is trying to work with the City to clarify how they collect the impact fees and where the funds go. He is also trying to get a list of projects that the city collects fees for.
- There was a discussion about a developer asking the City to waive impact fees and Director Judt said he would like to know what improvements GVRD would need to make and which parks are near the development.
- The Committee agreed that understanding the impact fee collection process and spending transparency by GVRD is important.
- Next Step: The General Manager will continue to work with City staff and amend policies that mirror their process.

Policy Update – 3074 Fee Waiver for Community Organizations and Governmental Agencies

- The General Manager reported that the policy is on hold pending outside consultant's fee study.



3. Discussion Items:

3a Prohibiting Slip & Slides and Water Amusement Devices

- The General Manager explained staff would like to include prohibiting slip and slides and water amusement devices (mobile items community members can rent) due to safety and liability concerns and asked if there was anything more the Committee would like to add. There were no suggestions.
- Next Steps: The General Manager will bring the policy (3070, Use of Parks and Facilities) back to the Committee with redline changes.

3b. Memorial Tree and Bench Policy

- The General Manager explained that GVRD does not have an official policy and the District receive requests once every few years.
- Some board members in the past wanted all costs to be recouped, including repairs and maintenance.
- Director Aliga wanted to know if GVRD would be required to replace a tree if it died.
- Director Judt wanted to know if the District can ask for replacement and maintenance costs up front and if the District can use the Quimby fees to help with the costs of the trees/benches.
- Next Steps: General Manager will research memorial tree and bench fees and bring back to Committee.

3c. Prohibiting Camping within 200 Feet of Playgrounds and Sports Fields and 50 Feet within GVRD facilities

- The General Manager spoke about the Supreme Court's decision that allows cities to ban the unhoused from camping on public property and the District's problems with the unhoused camped on the other side of one of the ballpark fences.
- Director Judt would like to know how the District can enforce the policy and how it can keep the community and GVRD employees safe. Director Aliga spoke of the safety concerns he heard from community members.
- The Human Resources Director told the Committee about the focus group that a GVRD supervisor attends and Director Judt expressed interest.
- The Committee agreed that it is not just a matter of banning camping because the unhoused will just move to another park, and that GVRD needs to partner with the City of Vallejo and other organizations to solve the unhoused camping on GVRD property issue.

Meeting Adjourned: 4:35 pm



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Gabe Lanusse

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

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

Meeting began: 1:00 P.M.

1. Public Comment.

There was no public attendance/ Comment at this meeting.

2. Review FY 24/25 Final Budget (No Changes from Preliminary Budget).

- Director Parkhurst submitted the Proposed Final FY 24-25 Budget for discussion with the committee. There were no changes made to the content of the Preliminary Budget that was previously approved by the Board of Directors.
- Director Starnes began a discussion regarding the budget process. He feels it is too truncated as it relates to the Board's interaction. He suggested that staff create a schedule for the budget process, so the tasks are spread out over time. Director Parkhurst explained that there is a budget calendar already in use and will evolve over time. The beginning of the process, which should have begun in January, was delayed. Director Briseño added that Director Parkhurst joined the District in October, which impacted the budget process as well. Director Parkhurst also added that he is working on developing several calendars for many of the Finance team's processes.
- Director Briseño echoed previous sentiments shared by Director Parkhurst that a Capital Budget needs to be developed in the future. He also noted that the District has a Capital Reserve Fund that currently isn't being used or managed. Director Starnes inquired about a project "portal" or list that drives the maintenance and capital expenditures that is available. General Manager Lanusse discussed that the District uses a Maintenance & Capital Improvement Projects Schedule that is based on a Parks and Facilities



Study that was completed by a third party in a previous year that he will forward to Director Starnes.

- Director Briseño inquired about the likely hood of receiving the full \$635K of Property Tax Revenue remaining in the budget. Director Parkhurst explained how the County is delayed in reporting as it is yearend close and the process to close takes longer. It is unknown where the revenue will end up. He has requested preliminary figures from the County for Cash Projection and budgeting purposes. Director Briseño suggested that Director Parkhurst establish a stronger rapport with county staff to get better communication and reporting results. General Manager Lanusse discussed that all part time salaries have been moved out of Measure K Fund spending and into the General Fund. The maintenance expenses have been moved into Measure K as these expenses directly support the facilities and parks.
 - Director Briseño questioned the formulas in the FY 23/24 Budget Variance column. He wondered if it was backwards as he thought there should be negative numbers where the actuals were less than the budgeted numbers. As this is a year-to-date report against budget, the formulas are indeed correct as they measure how much of the budget is left. The column header will be changed to reflect this type of comparison.
 - Director Parkhurst Discussed with the committee and General Manager that if no other changes are needed, the budget report reviewed in the meeting is what will be presented to the Board of Directors at the July 25th Board meeting for Approval of the Final FY 24/25 Budget. All agreed.
- 3. Discuss Reserve Fund Policy.**
- Director Parkhurst Discussed the current Reserve Policy with the committee and General Manager Lanusse. He explained there is room to improve the language in the policy to be less ambiguous and have clearer instructions on how to update the balance, the intent of the fund and the proper requirements/ procedures to access the funds.
 - Director Starnes requests that when updating the policy that staff make sure the proper process and path of review is followed for approval.



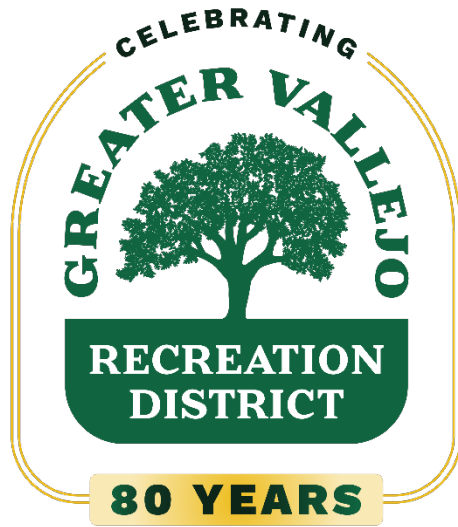
4. Discuss Changes in Finance Personnel.

- Director Parkhurst discussed that Accounting Clerk II, Betty Dal Porto has decided to retire, and her last day is Friday, July 19th. Staff have been reviewing the processes and preparing for her departure. Current staff will carry out payroll while working with a third-party consultant as staff focuses on cleaning up Payroll processes and procedures. An interim Payroll Specialist will be needed until a permanent staff member can fill the role. A new Job Title and Job Description is being created to post to hire to carry out the Payroll tasks.

5. Discuss staff focus moving forward.

- Director Parkhurst updated the committee on the completion of the Part Time CalPERS Audit, staff focus on GL reconciliation for year end close, Budget Book Development, and re-focusing on FY21-22 Financial Audit.

6. Meeting Adjourned: 2:05 P.M.

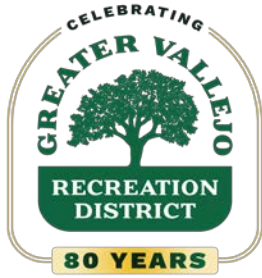


GREATER VALLEJO RECREATION DISTRICT

FINANCIAL REPORT

AS OF

May 31, 2024



**Greater Vallejo Recreation District
Financial Report Year-to-Date
as of May 31, 2024
All Funds Combined**

Assets

Cash - Solano County	2,005,178.82	
Cash - General Account - Bank of the West	532,178.82	
Cash - Payroll Account - Bank of the West	(243,468.08)	
Cash - Umpqua Bank Account	1,680,301.25	
Cash - Retiree Benefit Trust Fund	1,298,519.88	
Total Assets		<u>5,272,710.69</u>

Liabilities

Accounts Payable	20,381.18	
Payroll Related Payables	164,522.72	
Building Deposits Payable	40,072.91	
Amount Due Customers - Etrak	4,095.78	
Total Liabilities		<u>229,072.59</u>

Net Assets

Fund Balance- Unrestricted Operating Reserve	4,135,407.77	
Fund Balance - Restricted Retiree Benefit	1,298,519.88	
Fund Balance - Designated Reserve 15%	1,764,547.35	
Excess Revenues Over Expenses	(2,154,836.90)	
Total Net Assets		<u>5,043,638.10</u>

Total Liabilities and Net Assets		<u>5,272,710.69</u>
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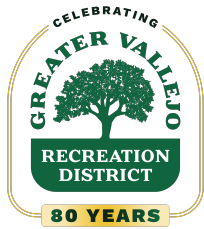
Greater Vallejo Recreation District
 Budget to Actuals by Category
 General Fund and Measure K Combined
 As of May 31, 2024
 92% of Fiscal Year

Revenue/ Expense Category	FY 22/23 Year- End Actual (Unaudited)	FY 23/24 Original Adopted Budget	FY 23/24 Budget Amendments	FY 23/24 Amended Budget	FY 23/24 Actuals thru 05/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Rcvd/Used	FY 23/24 Projected Actuals
General Fund Revenue								
Property Taxes	5,925,147	6,256,773	(197,614)	6,059,159	5,573,157	486,002	91.98%	5,836,302
Intergovernmental Revenue	414,762	703,100	239,690	942,790	439,859	502,931	46.66%	558,343
Charges for Services	918,850	956,420	23,300	979,720	725,287	254,433	74.03%	804,002
Rents: Use of Facilities/Equipment	643,854	626,083	18,700	644,783	596,458	48,325	92.51%	668,405
Use of Money & Property (Contract Rents,Leases, Int Income)	186,353	142,796	0	142,796	160,590	(17,794)	112.46%	168,323
Grants	0	0	927,952	927,952	250,000	677,952	26.94%	250,000
Donations	491	5,500	0	5,500	300	5,200	5.45%	300
Other Revenue	98,263	3,680,090	(3,640,000)	40,090	141,098	(101,008)	351.95%	169,156
Total General Fund Revenue	8,187,720	12,370,762	(2,627,972)	9,742,790	7,886,750	1,856,040	80.95%	8,454,831
Full-Time Salaries	2,674,658	2,991,204	37,722	3,028,926	2,816,562	212,363	92.99%	3,051,276
Part-Time Salaries	1,267,555	1,198,911	59,928	1,258,839	1,459,810	(200,971)	115.96%	1,581,461
Non-Retirement Employee Benefits	874,253	954,207	77,790	1,031,997	850,203	181,794	82.38%	921,053
CalPERS	752,783	751,299	11,815	763,114	149,683	613,431	19.61%	179,620
Services & Supplies	1,306,737	1,574,858	65,500	1,640,358	1,192,170	448,188	72.68%	1,300,549
Computer Services, Software & Equipment	98,837	104,401	500	104,901	90,525	14,376	86.30%	98,754
County Tax Collection Fee	66,054	80,000	0	80,000	66,121	13,879	82.65%	66,121
Professional Services	423,488	275,608	1,000	276,608	408,206	(131,598)	147.58%	489,847
Facilities Maintenance Expense	14,500	85,000	641,376	726,376	504,153	222,223	69.41%	549,985
Other Post Employment Benefit (OPEB)	0	50,000	(50,000)	0	0	0	0.00%	0
Transfer to Debt Service (POB)	330,427	0	330,493	330,493	330,493	0	100.00%	330,493
Total General Fund Expense	7,809,292	8,065,488	1,176,123	9,241,611	7,867,925	1,373,686	85.14%	8,569,158
Total General Fund Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	378,428	4,305,275	(3,804,096)	501,179	18,825	482,354		(114,327)
Capital Outlay & CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,443,321	78,717	96.88%	2,606,817
Total Capital Outlay & CIP Expense	681,680	3,637,000	(1,114,962)	2,522,038	2,443,321	78,717	96.88%	2,606,817
Total General Fund Expense with Capital Outlay & CIP	8,490,972	11,702,488	61,161	11,763,649	10,311,247	1,452,403	87.65%	11,175,975
Total General Fund Excess (Deficiency) of Revenue Over Expense with Capital Outlay & CIP Expense	(303,252)	668,275	(2,689,134)	(2,020,859)	(2,424,496)	403,637		(2,721,144)



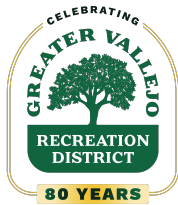
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Measure K Revenue								
Other Revenue	0	250,000	(250,000)	0	0	0	0.00%	0
Special Assessments - Measure K	2,128,094	2,130,000	(100,000)	2,030,000	2,017,765	12,235	99.40%	2,116,788
Total Measure K Revenue	2,128,094	2,380,000	(350,000)	2,030,000	2,017,765	12,235	99.40%	2,116,788
Part-Time Salaries	312,508	503,941	0	503,941	281,916	222,025	55.94%	305,409
Non-Retirement Employee Benefits	24,721	57,607	(6,677)	50,929	26,233	24,697	51.51%	28,419
Services & Supplies	880,214	903,300	0	903,300	729,959	173,341	80.81%	796,319
Computer Services, Software & Equipment	48,346	30,000	0	30,000	31,057	(1,057)	103.52%	31,057
Professional Services	0	2,000	0	2,000	0	2,000	0.00%	2,000
Measure K Refunds	0	0	0	0	6,835	(6,835)	0.00%	6,835
Facilities Maintenance Expense	569,129	561,376	(561,376)	0	0	0	0.00%	0
Total Measure K Expense Before Capital Outlay & CIP	1,834,918	2,058,224	(568,053)	1,490,170	1,076,000	414,170	72.21%	1,170,039
Total Measure K Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	293,176	321,776	218,053	539,830	941,765	(401,936)		946,749
Capital Outlay & CIP	50,833	798,000	(257,573)	540,427	672,106	(131,679)	124.37%	755,202
Total Capital Outlay & CIP	50,833	798,000	(257,573)	540,427	672,106	(131,679)	124.37%	755,202
Total Measure K Expense with Capital Outlay & CIP	1,885,751	2,856,224	(825,626)	2,030,597	1,748,106	282,492	86.09%	1,925,241
Total Measure K Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	242,343	(476,224)	475,626	(597)	269,660	(270,257)		191,547
Total General Fund & Measure K Combined Excess/Deficiency of Revenue Over Expense	(60,909)	192,050	(2,213,507)	(2,021,456)	(2,154,837)	133,380		(2,529,596)



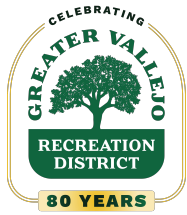
Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined - YTD
 As of May 31,2024
 92% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 05/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
General Fund Revenue							
001-General Support & Administration	6,153,976	6,401,659	(197,614)	6,204,045	5,858,031	346,014	94.42%
Total Administration & General Support	6,153,976	6,401,659	(197,614)	6,204,045	5,858,031	346,014	94.42%
301-Visitor Services	258,778	198,900	0	198,900	176,137	22,763	88.56%
310-Landscaping & Grounds	0	0	0	0	9,972	(9,972)	0.00%
Total Parks & Facilities	258,778	198,900	0	198,900	186,109	12,791	93.57%
010-Recreation Administration	3,700	3,500	0	3,500	6,417	(2,917)	183.34%
415-Children's Wonderland	43,431	53,200	0	53,200	34,537	18,663	64.92%
430-Break Camp	79,772	69,740	0	69,740	84,482	(14,742)	121.14%
450-Vallejo Community Center	28,163	100,232	0	100,232	117,873	(17,641)	117.60%
451-Foley Cultural Center	270,044	199,552	0	199,552	243,323	(43,771)	121.93%
460-Sports	74,760	90,332	0	90,332	68,227	22,105	75.53%
465-Community Events	4,362	12,300	0	12,300	4,864	7,436	39.54%
480-ExLP	414,762	203,100	0	203,100	439,859	(236,759)	216.57%
481-After School Programs	435,799	339,300	0	339,300	270,519	68,781	79.73%
486-Teen Services	0	79,475	0	79,475	240	79,235	0.30%
487-Franklin Gym	0	0	52,000	52,000	0	52,000	0.00%
490-Adaptive Recreation	819	330	0	330	770	(440)	233.33%
720-North Vallejo Community Center	31,905	26,800	0	26,800	38,104	(11,304)	142.18%
721-South Vallejo Community Center	73,391	64,235	0	64,235	54,832	9,403	85.36%
730-Cunningham Pool	314,057	378,107	0	378,107	228,563	149,544	60.45%
Total Recreation	1,774,966	1,620,203	52,000	1,672,203	1,592,609	79,594	95.24%
906-CIP	0	4,150,000	(2,482,358)	1,667,642	250,000	1,417,642	14.99%
Total CIP	0	4,150,000	(2,482,358)	1,667,642	250,000	1,417,642	14.99%
Total General Fund Revenue	8,187,720	12,370,762	(2,627,972)	9,742,790	7,886,750	1,856,040	80.95%



Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined - YTD
 As of May 31,2024
 92% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 05/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
General Fund Expense							
001-General Support & Administration	1,924,902	1,649,804	324,154	1,973,958	1,708,166	265,791	86.54%
007-Human Resources	382,863	395,039	20,808	415,847	303,839	112,008	73.07%
100-Finance	462,462	449,791	29,898	479,689	496,052	(16,362)	103.41%
Total Administration & General Support	2,770,227	2,494,634	374,860	2,869,494	2,508,057	361,437	87.40%
200-Park Maintenance & Development	204,955	190,495	22,016	212,511	172,228	40,283	81.04%
300-Facilities	566,774	600,505	596,959	1,197,464	854,538	342,926	71.36%
301-Visitor Services	142,528	232,952	(78,696)	154,256	133,305	20,951	86.42%
310-Landscaping & Grounds	1,317,164	1,368,114	35,365	1,403,479	1,145,131	258,348	81.59%
312-McIntyre Ranch	0	50,000	0	50,000	51,794	(1,794)	103.59%
Total Parks & Facilities	2,231,421	2,442,066	575,644	3,017,709	2,356,995	660,714	78.11%
010-Recreation Administration	387,501	496,175	(103,823)	392,351	385,287	7,065	98.20%
415-Children's Wonderland	202,883	101,126	(16,353)	84,773	140,971	(56,198)	166.29%
430-Break Camp	151,288	184,435	11,639	196,074	191,280	4,794	97.55%
450-Vallejo Community Center	40,208	215,162	2,904	218,066	164,634	53,432	75.50%
451-Foley Cultural Center	336,054	312,035	2,153	314,188	231,952	82,236	73.83%
460-Sports	127,833	109,543	49,981	159,524	96,416	63,108	60.44%
465-Community Events	50,132	101,394	6,237	107,631	85,240	22,391	79.20%
480-ExLP	496,493	316,780	15,412	332,192	504,337	(172,146)	151.82%
481-After School Programs	447,073	534,131	17,668	551,799	372,389	179,410	67.49%
486-Teen Services	969	62,471	4,224	66,695	10,571	56,125	15.85%
487-Franklin Gym	0	0	212,912	212,912	77,486	135,426	36.39%
490-Adaptive Recreation	2,860	34,663	1,231	35,893	8,327	27,566	23.20%
720-North Vallejo Community Center	40,527	69,285	972	70,257	69,800	457	99.35%
721-South Vallejo Community Center	64,768	69,305	972	70,277	57,176	13,101	81.36%



Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined - YTD
 As of May 31, 2024
 92% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 05/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
730-Cunningham Pool	459,052	522,283	19,492	541,775	607,006	(65,231)	112.04%
Total Recreation	2,807,644	3,128,788	225,620	3,354,408	3,002,873	351,535	89.52%
906-CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,443,321	78,717	96.88%
Total CIP	681,680	3,637,000	(1,114,962)	2,522,038	2,443,321	78,717	96.88%
Total General Fund Expense	8,490,972	11,702,488	61,161	11,763,649	10,311,247	1,452,402	87.65%
Total General Fund Excess (Deficiency) of Revenue Over Expense	(303,252)	668,275	(2,689,134)	(2,020,859)	(2,424,496)	403,637	
Measure K Revenue							
001-General Support & Administration	2,128,094	2,380,000	(350,000)	2,030,000	2,017,765	12,235	99.40%
Total Measure K Revenue	2,128,094	2,380,000	(350,000)	2,030,000	2,017,765	12,235	99.40%
Measure K Expense							
001-General Support & Administration	33,126	91,400	(15,000)	76,400	36,221	40,179	47.41%
100-Finance	0	2,000	0	2,000	0	2,000	0.00%
Total General Support & Administration	33,126	93,400	(15,000)	78,400	36,221	42,179	46.20%
300-Facilities	879,247	889,576	(547,323)	342,253	142,813	199,440	41.73%
310-Landscaping & Grounds	196,445	266,164	(2,244)	263,920	187,413	76,507	71.01%
Total Facilites	1,075,691	1,155,741	(549,567)	606,173	330,227	275,947	54.48%
010-Recreation Administration	48,346	30,000	0	30,000	31,057	(1,057)	103.52%
415-Children's Wonderland	37,826	85,000	(1,326)	83,674	106,128	(22,454)	126.84%
450-Vallejo Community Center	25,759	17,500	0	17,500	24,878	(7,378)	142.16%
451-Foley Cultural Center	55,668	67,000	0	67,000	55,015	11,985	82.11%
460-Sports	21,321	62,900	1,642	64,542	72,064	(7,522)	111.65%
465-Community Events	983	8,960	(152)	8,808	23,927	(15,118)	271.63%
486-Teen Services	222	16,332	185	16,516	6,077	10,440	36.79%



Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined - YTD
 As of May 31, 2024
 92% of Fiscal Year

Departments Revenue/Expense	FY 22/23 Year- End Actual (Unaudited)	FY 23-24 Original Adopted Budget	FY 23-24 Budget Amendments	FY 23-24 Amended Budget	FY 23/24 Actuals thru 05/31/24	FY 23/24 Budget Remaining	FY 23/24 Budget % Used
490-Adaptive Recreation	80	2,790	(47)	2,743	63	2,680	2.29%
720-North Vallejo Community Center	11,996	12,800	0	12,800	10,513	2,287	82.13%
721-South Vallejo Community Center	23,298	18,800	0	18,800	16,355	2,445	86.99%
730-Cunningham Pool	500,601	487,001	(3,789)	483,212	269,464	213,749	55.77%
Total Recreation	726,100	809,084	(3,486)	805,597	615,540	190,057	76.41%
906-CIP	50,833	798,000	(257,573)	540,427	766,118	(225,691)	141.76%
Total CIP	50,833	798,000	(257,573)	540,427	766,118	(225,691)	141.76%
Total Measure K Expense	1,885,751	2,856,224	(825,626)	2,030,597	1,748,106	282,492	86.09%
Total Measure K Excess (Deficiency) of Revenue Over Expense	242,343	(476,224)	475,626	(597)	269,660	(270,257)	
Total General Fund & Measure K Combined Excess (Deficiency) of Revenue Over Expense	(60,909)	192,050	(2,213,507)	(2,021,456)	(2,154,837)	133,380	

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Greater Vallejo Recreation District (0GVRD)

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Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	(\$794,878.51)
Document Number	Date	Payee Name / Description	Amount	
72099	06/03/2024	Nevco Sports, LLC	\$2,017.88	
72100	06/03/2024	Bayshore Materials	\$135.47	
72101	06/03/2024	General Plumbing Supply Co	\$574.70	
72102	06/03/2024	Big Creek Lumber & Building Material	\$91.00	
72103	06/03/2024	Brady Industries	\$365.94	
72104	06/03/2024	Craftmaster Hardware LLC	\$411.88	
72105	06/03/2024	Gallagher Benefits, Inc	\$9,945.00	
72106	06/03/2024	George's Towing Co.	\$150.00	
72107	06/03/2024	McKinley Elevator Corp	\$640.25	
72108	06/03/2024	R & D Termite And Pest Control	\$315.00	
72109	06/03/2024	SiteOne Landscape Supply	\$351.33	
72110	06/03/2024	Solano County	\$94.00	
72111	06/03/2024	US Security Supply, Inc	\$1,026.27	
72112	06/03/2024	Veritiv Operating Company	\$215.35	
72113	06/03/2024	Julie Brink	\$10.46	
72114	06/03/2024	Roslynn Brown	\$60.10	
72115	06/03/2024	Stephanie Villasenor	\$750.00	
72116	06/06/2024	Express Shirt Printing	\$48.77	
72117	06/06/2024	P G & E	\$7,763.94	
72118	06/06/2024	Ryan Allen	\$53.20	
72119	06/06/2024	AT&T	\$56.71	
72120	06/06/2024	Courtney Collier	\$129.64	
72121	06/06/2024	Commercial Energy Of Montana	\$13,518.17	
72122	06/06/2024	Marina Cruise	\$247.90	
72123	06/06/2024	Gallagher Benefits, Inc	\$9,945.00	
72124	06/06/2024	Imperial Sprinkler Supply	\$1,821.79	
72125	06/06/2024	M & M Sanitary LLC	\$536.50	
72126	06/06/2024	Jessica Prado	\$30.02	
72127	06/06/2024	Sandy Tawaratsumida	\$39.26	
72128	06/06/2024	Janet Toe	\$503.20	
72129	06/06/2024	Visions In Education Charter School	\$3,266.00	
72130	06/06/2024	Orlando Wynn	\$3,600.00	
72131	06/10/2024	US Bank Corporate Payment System	\$22,423.52	
72132	06/10/2024	Bay Area Driving School	\$118.98	
72133	06/10/2024	Karen Houston	\$612.50	
72134	06/10/2024	Jason Jones	\$749.40	
72135	06/10/2024	Steven Logoteta	\$120.00	
72136	06/10/2024	Virlynda Luciano	\$333.20	
72137	06/10/2024	Lorna Mandap	\$532.35	
72138	06/10/2024	Quench USA, Inc.	\$49.39	
72139	06/10/2024	Karen Silas	\$432.00	
72140	06/10/2024	Frank Silveira	\$273.00	
72141	06/10/2024	Frankie Valentine-Flores	\$897.40	
72142	06/11/2024	Quench USA, Inc.	\$49.39	
72143	06/11/2024	Justin Paul Calonia	\$600.00	
72144	06/11/2024	Anna Lea Franson	\$165.00	
72145	06/13/2024	Metropolitan Life Insurance Company	\$8,676.27	
72146	06/13/2024	Rydia Blulaclac	\$161.00	
72147	06/13/2024	Break It Down Soul Line Dance	\$270.00	
72148	06/13/2024	Philip Graham Jr	\$414.00	
72149	06/13/2024	Latasha King	\$258.00	
72150	06/13/2024	National Academy Of Athletes	\$1,914.15	
72151	06/13/2024	Office Of Environmental Health	\$750.00	
72152	06/13/2024	Theodore Rocha	\$371.00	
72153	06/13/2024	Tyese M Wortham	\$164.40	
72154	06/13/2024	Rafaela Zavala	\$400.00	

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Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	(\$794,878.51)
Document Number	Date	Payee Name / Description	Amount	
72155	06/13/2024	Bayshore Materials	\$412.42	
72156	06/13/2024	Grainger	\$480.21	
72157	06/13/2024	Pitney Bowes	\$201.25	
72158	06/13/2024	Victory Stores	\$250.00	
72159	06/13/2024	AAA Business Supplies & Interiors	\$67.08	
72160	06/13/2024	Alhambra	\$148.94	
72161	06/13/2024	AT&T	\$180.48	
72162	06/13/2024	Big Creek Lumber & Building Material:	\$140.92	
72163	06/13/2024	Brady Industries	\$471.02	
72164	06/13/2024	AT&T	\$27.56	
72165	06/13/2024	C-DAT	\$598.00	
72166	06/13/2024	Comcast	\$341.03	
72167	06/13/2024	Commercial Pool Systems, Inc	\$3,863.08	
72168	06/13/2024	Complete Welders Supply	\$744.43	
72169	06/13/2024	Crusader Fence	\$2,392.00	
72170	06/13/2024	Benjamin Denina	\$32.70	
72171	06/13/2024	Christina Feder	\$30.00	
72172	06/13/2024	Heukifalelilo Filivaa	\$400.00	
72173	06/13/2024	Folger Graphics	\$8,701.89	
72174	06/13/2024	Garay Cleaning Service	\$99.45	
72175	06/13/2024	Adamasis Gonzales	\$29.35	
72176	06/13/2024	Green Valley Aloha Saw & Mower	\$546.72	
72177	06/13/2024	H2O Innovations	\$2,655.00	
72178	06/13/2024	Imperial Sprinkler Supply	\$828.00	
72179	06/13/2024	Kaiser Permanente-OHSS	\$20.00	
72180	06/13/2024	Lakeview Consulting LLC	\$13,485.00	
72181	06/13/2024	NuCO2	\$591.51	
72182	06/13/2024	Pape Machinery, Inc	\$11,458.27	
72183	06/13/2024	PlayPower LT Farmington, Inc.	\$17,134.82	
72184	06/13/2024	Renne Public Law Group LLP	\$14,257.98	
72185	06/13/2024	Sabrina Robertson	\$472.00	
72186	06/13/2024	Sacramento River Cats	\$2,720.00	
72187	06/13/2024	Security Enforcement Alliance	\$4,675.00	
72188	06/13/2024	Syber Fiber	\$444.00	
72189	06/13/2024	Tru Green	\$1,406.91	
72190	06/13/2024	Verizon Wireless	\$1,761.16	
72191	06/13/2024	Vallejo Flood & Wastewater District	\$4,550.41	
72192	06/13/2024	Calmat Co Db a Vulcan Materials Co	\$101.21	
72193	06/17/2024	Big Creek Lumber & Building Material:	\$322.33	
72194	06/17/2024	Neon Players	\$1,000.00	
72195	06/17/2024	Anita Sailas	\$264.54	
72196	06/17/2024	Craftmaster Hardware LLC	\$534.45	
72197	06/17/2024	Green Valley Aloha Saw & Mower	\$251.92	
72198	06/17/2024	Miller's Sheet Metal, Inc.	\$2,973.00	
72199	06/17/2024	Municipal Resource Group, LLC	\$11,587.50	
72200	06/17/2024	Pape Machinery, Inc	\$248.62	
72201	06/17/2024	Ring Central Inc.	\$883.91	
72202	06/17/2024	Vallejo Tint Shop	\$125.00	
72203	06/17/2024	Calmat Co Db a Vulcan Materials Co	\$110.00	
72204	06/21/2024	P G & E	\$22,428.03	
72205	06/24/2024	Bert Williams & Sons Inc	\$132.35	
72206	06/24/2024	Express Shirt Printing	\$529.95	
72207	06/24/2024	P G & E	\$48.09	
72246	06/24/2024	CITY OF VALLEJO	\$434.00	
72247	06/24/2024	AT&T	\$53.50	
72248	06/24/2024	B & G Tires Of Vallejo	\$288.69	

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Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	(\$794,878.51)
Document Number	Date	Payee Name / Description	Amount	
72249	06/24/2024	Big Creek Lumber & Building Material:	\$79.25	
72250	06/24/2024	Brady Industries	\$719.64	
72251	06/24/2024	Caliber Change Makers Academy	\$750.00	
72252	06/24/2024	Central Vallley Builders	\$102.20	
72253	06/24/2024	Cintas Corporation	\$658.52	
72254	06/24/2024	CivicPlus LLC	\$35,402.75	
72255	06/24/2024	Angelito Or Loana Claudio	\$826.00	
72256	06/24/2024	Comcast	\$82.46	
72257	06/24/2024	Commercial Energy Of Montana	\$5,686.50	
72258	06/24/2024	Commercial Pool Systems, Inc	\$4,390.97	
72259	06/24/2024	Dependable Septic System, Inc	\$185.00	
72260	06/24/2024	DMR Builders	\$40,315.00	
72261	06/24/2024	Ewing Irrigation Products, Inc.	\$519.38	
72262	06/24/2024	FASTSIGNS-American Canyon	\$149.06	
72263	06/24/2024	George's Towing Co.	\$325.00	
72264	06/24/2024	Ana Idefonso	\$52.00	
72265	06/24/2024	Precious Elyse McCree	\$30.00	
72266	06/24/2024	Mendez, Emely	\$50.00	
72267	06/24/2024	Municipal Resource Group, LLC	\$14,006.25	
72268	06/24/2024	NuCO2	\$544.78	
72269	06/24/2024	Jackeline Olivarez	\$177.00	
72270	06/24/2024	Security Enforcement Alliance	\$0.00	
72271	06/24/2024	Security Enforcement Alliance	\$20,144.00	
72272	06/24/2024	Sherwin-Williams	\$83.49	
72273	06/24/2024	SiteOne Landscape Supply	\$207.24	
72274	06/24/2024	Teletrac Navman US Ltd.	\$2,089.20	
72275	06/24/2024	Tru Green	\$686.71	
72276	06/24/2024	Andrew Trujillo	\$52.50	
72277	06/24/2024	Turf Star, Inc.	\$1,298.62	
72278	06/24/2024	Victor Wallace	\$1,674.00	
72279	06/24/2024	Piper Whitty	\$43.85	
72280	06/24/2024	Brittany Young	\$53.00	
72283	06/24/2024	Tecogen	\$6,424.66	
72284	06/24/2024	Tecogen	\$6,424.66	
72285	06/24/2024	Julie Brink	\$6.77	
72286	06/24/2024	Nevco Sports, LLC	\$42.00	
72287	06/24/2024	Vallejo Parade Association	\$50.00	
72288	06/24/2024	Comcast	\$156.00	
72289	06/25/2024	Minuteman Press	\$41.52	
72290	06/26/2024	Emily Borland-Wong	\$190.00	
72291	06/26/2024	Heidi Gavino	\$35.00	
72292	06/26/2024	Steve Landaker	\$700.00	
72293	06/26/2024	Neon Playboys	\$1,000.00	
72294	06/26/2024	Ring Central Inc.	\$883.91	
72295	06/26/2024	Brice Sweet	\$250.00	
72296	06/26/2024	Neon Playboys	\$1,000.00	
72297	06/26/2024	One People Tribe	\$2,859.70	
72298	06/26/2024	Eileen Brown	\$275.00	
72299	06/26/2024	Deberah Carey	\$167.79	
72300	06/26/2024	Kerry Carmody	\$167.79	
72301	06/26/2024	Richard Conzelmann	\$760.78	
72302	06/26/2024	Jose Famalette	\$167.79	
72303	06/26/2024	Patricia Gloyd	\$167.79	
72304	06/26/2024	Penny Harman	\$430.08	
72305	06/26/2024	Cynthia Hewitt	\$208.52	
72306	06/26/2024	Jerome Lohr	\$258.17	

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Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	(\$794,878.51)
Document Number	Date	Payee Name / Description	Amount	
72307	06/26/2024	Prisco Manglona	\$167.79	
72308	06/26/2024	Roger Maryatt	\$275.00	
72309	06/26/2024	Jeremias Morgado	\$167.79	
72310	06/26/2024	Randy Nicks	\$275.00	
72311	06/26/2024	Nancy Ortiz	\$167.79	
72312	06/26/2024	Steve Pressley	\$167.79	
72313	06/26/2024	Francis Radziewicz	\$167.79	
72314	06/26/2024	Joan Russell	\$167.79	
72315	06/26/2024	Anita Sailas	\$278.79	
72316	06/26/2024	Barbara Schmidt	\$167.79	
72317	06/26/2024	Audrey Tucker	\$167.79	
72318	06/26/2024	Adeline Varni	\$167.79	
72319	06/27/2024	Grainger	\$640.29	
72320	06/27/2024	Modern Method Roofing Co., Inc	\$2,628.24	
72321	06/27/2024	B & G Tires Of Vallejo	\$92.00	
72322	06/27/2024	Bay Area Driving School	\$69.99	
72323	06/27/2024	Big Creek Lumber & Building Material:	\$7.77	
72324	06/27/2024	Johnathan Burton	\$100.00	
72325	06/27/2024	AT&T	\$56.71	
72326	06/27/2024	Complete Welders Supply	\$49.90	
72327	06/27/2024	Craig Faitel	\$870.00	
72328	06/27/2024	Philip Graham Jr	\$216.00	
72329	06/27/2024	Chondra Renee Harris	\$704.20	
72330	06/27/2024	Atiya Humphrey	\$200.00	
72331	06/27/2024	Imperial Sprinkler Supply	\$480.22	
72332	06/27/2024	Kay Cady-Johnson	\$2,259.60	
72333	06/27/2024	Jason Jones	\$681.00	
72334	06/27/2024	Kaiser Permanente-OHSS	\$20.00	
72335	06/27/2024	Steven Logoteta	\$120.00	
72336	06/27/2024	National Academy Of Athletes	\$2,755.76	
72337	06/27/2024	NetXperts, LLC	\$5,774.26	
72338	06/27/2024	Noel Parkhurst	\$80.03	
72339	06/27/2024	R & D Termite And Pest Control	\$210.00	
72340	06/27/2024	Mary Saefong	\$750.00	
72341	06/27/2024	Security Enforcement Alliance	\$2,635.00	
72342	06/27/2024	Armando Segura	\$227.31	
72343	06/27/2024	Sherwin-Williams	\$103.26	
72344	06/27/2024	Karen Silas	\$174.00	
72345	06/27/2024	Frank Silveira	\$585.00	
72346	06/27/2024	Uline Shipping Supplies	\$2,233.33	
72347	06/27/2024	Frankie Valentine-Flores	\$928.90	
72348	06/28/2024	Bayshore Materials	\$1,007.28	
72349	06/28/2024	Bert Williams & Sons Inc	\$119.47	
72350	06/28/2024	Express Shirt Printing	\$1,135.23	
72351	06/28/2024	Morgan Alarm Co., Inc	\$1,548.13	
72352	06/28/2024	Professional Office Services, Inc	\$1,247.91	
72353	06/28/2024	State Of California	\$192.00	
72354	06/28/2024	Alhambra	\$7.49	
72355	06/28/2024	Big Creek Lumber & Building Material:	\$0.00	
72356	06/28/2024	Big Creek Lumber & Building Material:	\$535.11	
72357	06/28/2024	C-DAT	\$320.00	
72358	06/28/2024	Central Valley Builders	\$27.83	
72359	06/28/2024	Commercial Pool Systems, Inc	\$1,833.67	
72360	06/28/2024	Construction West	\$100,802.60	
72361	06/28/2024	Food Bank Of Contra Costa & Solano	\$500.00	
72362	06/28/2024	IncrediFlix Inc.	\$1,141.20	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

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Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	(\$794,878.51)
Document Number	Date	Payee Name / Description	Amount	
72363	06/28/2024	Gabe Lanusse	\$1,424.71	
72364	06/28/2024	One People Tribe	\$2,620.80	
72365	06/28/2024	Oswaldo Padilla	\$360.00	
72366	06/28/2024	R & D Termite And Pest Control	\$390.00	
72367	06/28/2024	Reno's Floor Covering, Inc.	\$5,468.00	
72368	06/28/2024	Security Enforcement Alliance	\$3,604.00	
72369	06/28/2024	Turf Star, Inc.	\$1,708.45	
72370	06/28/2024	Verdin	\$7,285.07	
72371	06/28/2024	Verizon Wireless	\$1,856.09	
72372	06/28/2024	Calmat Co DbA Vulcan Materials Co	\$173.33	
72373	06/28/2024	Risa Ali	\$3,392.00	
72374	06/28/2024	Mary Aller	\$2,948.00	
72375	06/28/2024	Lucero Amador	\$2,990.00	
72376	06/28/2024	Dianne Angeles	\$354.00	
72377	06/28/2024	Ashley Arenas	\$2,140.00	
72378	06/28/2024	Willie Armstrong	\$1,456.00	
72379	06/28/2024	Jesusbey Aviel	\$1,167.00	
72380	06/28/2024	Sabrina Barker	\$524.00	
72381	06/28/2024	Catherine Beekman	\$752.00	
72382	06/28/2024	Karima Belaidi	\$270.00	
72383	06/28/2024	Jaime Bernabe	\$256.00	
72384	06/28/2024	Michelle Berrios	\$200.00	
72385	06/28/2024	Kristy Blanchard	\$869.00	
72386	06/28/2024	Alejandra Blanco	\$280.00	
72387	06/28/2024	Sierra Cardinale	\$186.00	
72388	06/28/2024	Veronica Catellanos	\$4,030.00	
72389	06/28/2024	Danielle Chasteen	\$280.00	
72390	06/28/2024	Nanci DeLoza	\$476.00	
72391	06/28/2024	Victoria Fernandez	\$5,270.00	
72392	06/28/2024	Rena Gessel	\$1,480.00	
72393	06/28/2024	Jaime Herren	\$2,892.00	
72394	06/28/2024	Holly Heysek	\$5,266.00	
72395	06/28/2024	Tari Houston-Collins	\$2,394.00	
72396	06/28/2024	Helen Huang	\$2,769.00	
72397	06/28/2024	Kiani Johnson	\$984.00	
72398	06/28/2024	Quebecca King	\$2,420.00	
72399	06/28/2024	Rie Lee	\$2,950.00	
72400	06/28/2024	Ashley Mae Lilly	\$920.00	
72401	06/28/2024	Monica Lopez	\$2,244.00	
72402	06/28/2024	Megan Luce	\$1,950.00	
72403	06/28/2024	Coleen Lupo	\$2,450.00	
72404	06/28/2024	Kimberly Marquez	\$210.00	
72405	06/28/2024	Carmen Mata	\$1,177.00	
72406	06/28/2024	Michelle Mechure	\$2,962.00	
72407	06/28/2024	Brianna Meritt	\$228.00	
72408	06/28/2024	Michell Merrill	\$1,508.00	
72409	06/28/2024	Shane Michalik	\$2,420.00	
72410	06/28/2024	Manny Monsada	\$1,966.00	
72411	06/28/2024	Rosa Nelson	\$2,440.00	
72412	06/28/2024	Glorian Newton Kane	\$1,024.00	
72413	06/28/2024	Courtney Norman	\$4,388.00	
72414	06/28/2024	Janee Oliver	\$638.00	
72415	06/28/2024	Nasly Ortiz	\$1,901.00	
72416	06/28/2024	Ana Ponce Martinez	\$2,374.00	
72417	06/28/2024	Nicole Porter	\$2,420.00	
72418	06/28/2024	Chris Preovolos	\$2,402.00	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

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Bank Code:	GEN	Bank Of The West Operating Account	Current Balance:	(\$794,878.51)
Document Number	Date	Payee Name / Description	Amount	
72419	06/28/2024	Christina Rangel	\$466.00	
72420	06/28/2024	Katrina Rice	\$4,014.00	
72421	06/28/2024	Gabriela Rico Flores	\$186.00	
72422	06/28/2024	Griselda Robledo	\$353.50	
72423	06/28/2024	Judith Rosenblatt	\$186.00	
72424	06/28/2024	Veronica Samuel	\$290.00	
72425	06/28/2024	Stephanie Short	\$2,220.00	
72426	06/28/2024	Mayra Smith	\$102.00	
72427	06/28/2024	Alma Sosa	\$3,952.00	
72428	06/28/2024	Alyssa Thelier	\$1,380.00	
72429	06/28/2024	Ashley Thomas	\$3,616.00	
72430	06/28/2024	Dotkia Thomas	\$2,420.00	
72431	06/28/2024	Tiffany Tolliver	\$2,480.00	
72432	06/28/2024	Jasmine Virk	\$550.00	
72433	06/28/2024	Nishan Virk	\$1,784.00	
72434	06/28/2024	Chanel Willis	\$186.00	
72435	06/28/2024	Ryan Allen	\$74.31	
72436	06/28/2024	Break It Down Soul Line Dance	\$288.00	
72437	06/28/2024	Courtney Collier	\$47.44	
72438	06/28/2024	Commercial Pool Systems, Inc	\$4,147.02	
72439	06/28/2024	Complete Welders Supply	\$101.18	
72440	06/28/2024	Marina Cruise	\$155.58	
72441	06/28/2024	Karen Houston	\$571.90	
72442	06/28/2024	Virlynda Luciano	\$350.00	
72443	06/28/2024	Lorna Mandap	\$457.45	
72444	06/28/2024	NBS	\$2,948.64	
72445	06/28/2024	NuCO2	\$613.12	
72446	06/28/2024	Theodore Rocha	\$390.60	
72447	06/28/2024	Security Enforcement Alliance	\$5,491.00	
72448	06/28/2024	Sandy Tawaratsumida	\$33.17	
72449	06/28/2024	Jerome Villanueva	\$5.90	
72450	06/28/2024	Tyese M Wortham	\$14.40	
72451	06/28/2024	Veronica Castellanos	\$4,030.00	
72452	06/30/2024	Big Creek Lumber & Building Material	\$62.70	
72453	06/30/2024	PW, City Of Vallejo	\$42,470.35	
72454	06/30/2024	GreatAmerica Financial Services	\$2,003.25	
72455	06/30/2024	Minuteman Press	\$113.62	
72456	06/30/2024	Renne Public Law Group LLP	\$17,782.81	
72457	06/30/2024	Security Enforcement Alliance	\$3,094.00	
72458	06/30/2024	Orlando Wynn	\$3,600.00	
72459	06/30/2024	Metropolitan Life Insurance Company	\$6,697.67	
72460	06/30/2024	Delores White	\$94.00	
72461	06/30/2024	Greater Vallejo Recreation District	\$1,000,000.00	
72462	06/30/2024	CITY OF VALLEJO	\$564.00	
72463	06/30/2024	AT&T	\$160.50	
72464	06/30/2024	Leah Buguilles	\$190.00	
72465	06/30/2024	California Custom Remodeling	\$1,625.70	
72466	06/30/2024	Latasha King	\$35.00	
72467	06/30/2024	Jessica Prado	\$30.75	
72468	06/30/2024	R & D Termite And Pest Control	\$95.00	
72469	06/30/2024	Security Enforcement Alliance	\$4,050.00	
72470	06/30/2024	Verdin	\$7,155.00	
72471	06/30/2024	Roslynn Brown	\$41.67	
72472	06/30/2024	Stacey Bowman	\$89.10	
72473	06/30/2024	Stacey Bowman	\$45.00	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

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	Bank Totals	Items	Total Voids	Items
Checks	\$1,762,790.97	329	\$11,469.06	6
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
Net Activity for GEN			Bank Of The West Operating Account: (\$1,762,790.97)	

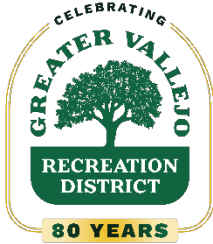
Report Totals:				
	Totals	Items	Total Voids	Items
Checks	\$1,762,790.97	329	\$11,469.06	6
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
Net Activity:			(\$1,762,790.97)	

Report Selection Criteria

Bank Account:	Start GEN	End	GEN
Date Range:	Custom		
Item Date:	06/01/2024		06/30/2024
Document Number:	Start		End
Payee:	Start		End

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

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



Agenda 9.3

BOARD COMMUNICATION

Date: July 25, 2024

TO: Board Chairperson and Directors

FROM: Noel Parkhurst, Finance Director

SUBJECT: **Resolution 2024-03 of the Board of Directors of the Greater Vallejo Recreation District to Adopt the Annual Operating Budget for Fiscal Year 2024-2025**

BACKGROUND AND DISCUSSION

Good evening, Directors and Chairperson Aliga. The Greater Vallejo Recreation District Board of Directors was presented with a budget schedule for the Fiscal Year 2024-2025 at the beginning of the budget process. The Preliminary Budget for Fiscal Year 2024-2025 was submitted to the Board for review and approval at the June 27th Board Meeting where it was approved. Public Notice was posted on June 30th and a public hearing is scheduled for the July 25th Board Meeting for public comment. This will be during the same Board Meeting that the Final Budget will be submitted for Approval.

The District's main objective for Fiscal Year 2024-2025 is to successfully provide the same level of experiences and enjoyment to the community while operating within the financial confines that the budgeted revenue affords. The budget appropriation in the General Operating Fund is \$9,807,253 and in the Measure K Fund is \$2,145,414 for the total Revenue amount of \$11,952,667. It represents a budget that projects a Net Profit of \$58,920. The total full-time equivalent positions are 37 and 161 part-time positions.

RECOMMENDATION

I am presenting the Fiscal Year 2024-2025 Budget to be accepted as the Final Budget for Fiscal Year 2024-2025. This budget includes the recommendations from the Board meetings together with Budget and Finance Committee meetings held previously.

PROPOSED ACTION

Adopt the Annual Operating Budget for Fiscal Year 2024-2025

DOCUMENTS AVAILABLE FOR REVIEW

- a. Proposed Fiscal Year 2024-2024 Final Budget
- b. Resolution 2024-03

**Greater Vallejo Recreation District
FY 24-25 Final Budget By Category**

Revenue/Expense Category	FY 22/23 Year- End Actual (Unaudited)	FY 23/24 Amended Budget	FY 23/24 Actuals thru 04/30/24	FY 23/24 Remaining Budget	FY 2024-25 Final Budget
General Fund Revenue					
Property Taxes	5,925,147	6,059,159	5,424,183	634,976	6,298,331
Intergovernmental Revenue	0	739,690	387,476	352,214	1,660,930
Charges for Services	943,347	1,039,720	643,702	396,018	534,856
Rents: Use of Facilities/Equipment	619,357	584,783	459,886	124,897	656,415
Use of Money & Property (Contract Rents,Leases, Int Income)	186,353	142,796	152,215	(9,419)	113,131
Grants	414,762	1,131,052	250,000	881,052	500,000
Donations	491	5,500	300	5,200	0
Other Revenue	98,263	40,090	41,507	(1,417)	43,590
Total General Fund Revenue	8,187,720	9,742,790	7,359,268	2,383,522	9,807,253
Full-Time Salaries	2,674,658	3,028,926	2,461,494	567,432	3,239,982
Part-Time Salaries	1,267,555	1,258,839	1,275,045	(16,206)	2,346,250
Non-Retirement Employee Benefits	788,588	954,507	709,655	244,852	1,072,877
Medical Insurance - Retiree	85,664	77,490	68,790	8,700	87,000
CalPERS	752,783	763,114	147,086	616,028	385,292
Services & Supplies	1,306,737	1,640,358	1,157,149	483,209	936,850
Computer Services, Software & Equipment	98,837	104,901	87,608	17,293	144,400
County Tax Collection Fee	66,054	80,000	626	79,374	70,700
Professional Services	423,489	276,608	391,806	(115,198)	554,416
Facilities Maintenance Expense	14,500	726,376	443,897	282,479	0
Other Post Employment Benefit (OPEB)	0	0	0	0	0
Transfer to Debt Service (POB)	330,427	330,493	330,493	(1)	330,565
Total General Fund Expense	7,809,292	9,241,611	7,073,648	2,167,963	9,168,332
Total General Fund Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	378,428	501,179	285,620	215,559	638,920
Capital Outlay & CIP	681,681	2,522,038	2,447,027	75,011	580,000
Total Capital Outlay & CIP Expense	681,681	2,522,038	2,447,027	75,011	580,000
Total General Fund Expense with Capital Outlay & CIP	8,490,973	11,763,649	9,520,676	2,242,973	9,748,332
Total General Fund Excess (Deficiency) of Revenue Over Expense with Capital Outlay & CIP Expense	(303,253)	(2,020,859)	(2,161,407)	140,548	58,920

**Greater Vallejo Recreation District
FY 24-25 Final Budget By Category**

Revenue/Expense Category	FY 22/23 Year- End Actual (Unaudited)	FY 23/24 Amended Budget	FY 23/24 Actuals thru 04/30/24	FY 23/24 Remaining Budget	FY 2024-25 Final Budget
Measure K Revenue					
Other Revenue	0	0		0	0
Special Assessments - Measure K	2,128,094	2,030,000	2,017,765	12,235	2,145,414
Total Measure K Revenue	2,128,094	2,030,000	2,017,765	12,235	2,145,414
Part-Time Salaries	312,508	503,941	241,471	262,470	0
Non-Retirement Employee Benefits	24,721	50,929	24,118	26,811	0
Services & Supplies	880,214	903,300	697,287	206,013	1,472,247
Computer Services, Software & Equipment	48,346	30,000	31,057	(1,057)	0
Professional Services	0	2,000	0	2,000	2,800
Facilities Maintenance Expense	569,129	0	(26,552)	26,552	347,367
Measure K Refunds	0	0	96	(96)	0
Total Measure K Expense	1,834,918	1,490,170	967,478	522,693	1,822,414
Capital Outlay & CIP	50,833	540,427	765,092	(224,665)	323,000
Total Capital Outlay & CIP	50,833	540,427	765,092	(224,665)	323,000
Total Measure K Expense with Capital Outlay & CIP	1,885,751	2,030,597	1,732,569	298,028	2,145,414
Total Measure K Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	242,343	(597)	285,196	(285,794)	0
Total General Fund & Measure K Combined Excess/Deficiency of Revenue Over Expense	(60,909)	(2,021,456)	(1,876,211)	(145,245)	58,920

**Greater Vallejo Recreation District
FY 24-25 Proposed Final Budget By Department**

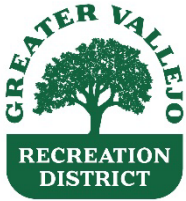
Fund #	Revenue/ Expense	Department Number & Name	FY 22/23 Year- End Actual (Unaudited)	FY 23/24 Amended Budget	FY 23/24 Actuals thru 04/30/24	FY 23/24 Remaining Budget	FY 2024-25 Final Budget
01-General Fund	Revenue	001-General Support & Administration	6,153,976	6,204,045	5,603,306	600,739	6,561,552
		010-Recreation Administration	3,700	3,500	4,767	(1,267)	8,000
		301-Visitor Services	258,778	198,900	143,337	55,563	234,400
		310-Landscaping & Grounds			9,675	(9,675)	0
		415-Children's Wonderland	43,431	53,200	29,425	23,775	44,750
		430-Break Camp	79,772	69,740	62,813	6,927	67,500
		450-Vallejo Community Center	28,163	100,232	106,904	(6,672)	132,800
		451-Foley Cultural Center	270,044	199,552	221,170	(21,618)	223,500
		460-Sports	74,760	90,332	51,103	39,229	59,775
		465-Community Events	4,362	12,300	4,512	7,788	9,800
		480-ExLP	414,762	203,100	387,316	(184,216)	720,662
		481-After School Programs	435,799	339,300	242,240	97,060	815,268
		486-Teen Services	0	79,475	120	79,355	29,666
		487-Franklin Gym	0	52,000	0	52,000	51,500
		490-Adaptive Recreation	819	330	770	(440)	800
		720-North Vallejo Community Center	31,905	26,800	33,377	(6,577)	37,380
		721-South Vallejo Community Center	73,391	64,235	48,205	16,030	61,900
		730-Cunningham Pool	314,057	378,107	160,229	217,878	248,000
		906-CIP	0	1,667,642	250,000	1,417,642	500,000
	Revenue Total		8,187,720	9,742,790	7,359,268	2,383,522	9,807,253
	Expense	001-General Support & Administration	1,924,902	1,973,958	1,585,336	388,622	1,366,228
		007-Human Resources	382,863	415,847	263,185	152,662	417,230
		010-Recreation Administration	387,501	392,351	347,006	45,345	422,482
		100-Finance	462,462	479,689	458,011	21,678	698,203
		200-Park Maintenance & Development	204,955	212,511	154,810	57,701	215,351
		300-Facilities	566,774	1,197,464	806,111	391,407	701,522
		301-Visitor Services	142,528	154,256	111,406	42,850	154,170
		310-Landscaping & Grounds	1,317,164	1,403,479	1,028,901	374,578	1,396,774
		312-McIntyre Ranch	0	50,000	51,794	(1,794)	10,000
		415-Children's Wonderland	202,883	84,773	135,135	(50,363)	224,631
		430-Break Camp	151,288	196,074	182,456	13,619	214,406
		450-Vallejo Community Center	40,208	218,066	147,073	70,993	203,112
		451-Foley Cultural Center	336,054	314,188	207,931	106,257	329,775
		460-Sports	127,833	159,524	81,550	77,974	97,464
		465-Community Events	50,132	107,631	77,086	30,545	98,401
		480-ExLP	496,493	332,192	432,269	(100,078)	702,271

**Greater Vallejo Recreation District
FY 24-25 Proposed Final Budget By Department**

Fund #	Revenue/ Expense	Department Number & Name	FY 22/23 Year- End Actual (Unaudited)	FY 23/24 Amended Budget	FY 23/24 Actuals thru 04/30/24	FY 23/24 Remaining Budget	FY 2024-25 Final Budget
		481-After School Programs	447,073	551,799	318,985	232,814	728,167
		486-Teen Services	970	66,695	7,579	59,116	29,666
		487-Franklin Gym	0	212,912	9,110	203,803	157,088
		490-Adaptive Recreation	2,860	35,893	6,086	29,808	25,022
		720-North Vallejo Community Center	40,527	70,257	64,212	6,045	99,713
		721-South Vallejo Community Center	64,768	70,277	52,928	17,349	17,266
		730-Cunningham Pool	459,052	541,775	544,688	(2,913)	859,390
		906-CIP	681,681	2,522,038	2,447,027	75,011	580,000
	Expense Total		8,490,973	11,763,649	9,520,676	2,243,028	9,748,332
		Total General Fund Excess (Deficiency) of Revenue Over Expense	(303,253)	(2,020,859)	(2,161,407)	140,494	58,920

**Greater Vallejo Recreation District
FY 24-25 Proposed Final Budget By Department**

Fund #	Revenue/ Expense	Department Number & Name	FY 22/23 Year- End Actual (Unaudited)	FY 23/24 Amended Budget	FY 23/24 Actuals thru 04/30/24	FY 23/24 Remaining Budget	FY 2024-25 Final Budget
09-Measure K	Revenue	001-General Support & Administration	2,128,094	2,030,000	2,017,765	12,235	2,145,414
	Revenue Total		2,128,094	2,030,000	2,017,765	12,235	2,145,414
	Expense	001-General Support & Administration	33,126	76,400	29,482	46,918	559,000
		010-Recreation Administration	48,346	30,000	31,057	(1,057)	0
		100-Finance	0	2,000	0	2,000	2,800
		300-Facilities	879,247	342,253	201,912	140,341	643,567
		310-Landscaping & Grounds	196,445	263,920	178,438	85,483	156,286
		415-Children's Wonderland	37,826	83,674	92,865	(9,191)	5,600
		450-Vallejo Community Center	25,759	17,500	24,878	(7,378)	18,513
		451-Foley Cultural Center	55,668	67,000	55,015	11,985	70,350
		460-Sports	21,321	64,542	63,074	1,468	18,200
		465-Community Events	983	8,808	19,340	(10,531)	0
		486-Teen Services	222	16,516	6,077	10,440	0
		487-Franklin Gym	0	0	0	0	30,000
		490-Adaptive Recreation	80	2,743	63	2,680	0
		720-North Vallejo Community Center	11,996	12,800	10,513	2,287	13,440
		721-South Vallejo Community Center	23,298	18,800	16,355	2,445	19,740
		730-Cunningham Pool	500,601	483,212	238,409	244,803	284,918
		906-CIP	50,833	540,427	765,092	(224,665)	323,000
	Expense Total		1,885,751	2,030,597	1,732,569	298,028	2,145,414
		Total Measure K Excess (Deficiency) of Revenue Over Expense	242,343	(597)	285,196	(285,794)	0
		Total General Fund & Measure K Combined Excess/Deficiency of Revenue Over Expense	(60,909)	(2,021,456)	(1,876,211)	(145,300)	58,920



RESOLUTION NO 2024-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT TO ADOPT THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, on July 25th, public review of the Budget for Fiscal Year 2024-2025 was held by the Board of Directors; and

WHEREAS the total budget for the General Fund is \$11,952,667 and it represents a budget that projects a \$58,920 Net Profit. The budget appropriation in the General Operating Fund is \$9,807,253 and the total Measure K Fund is \$2,145,414. The total full-time equivalent positions are 37 and 161 part-time positions.

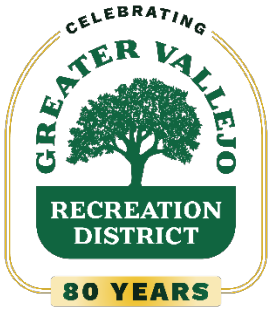
NOW, THEREFORE, be it resolved by the Board of Directors that the Annual Budget for the fiscal year beginning July 1, 2024, which has been submitted is hereby passed and adopted this 25th day of July 2024 as follows:

	<u>Revenues</u>	<u>Appropriations</u>
General Administration	6,561,552	2,151,096
Measure K	2,145,414	2,145,414
Parks & Maintenance	0	2,323,648
Recreation	2,745,701	4,363,024
Capital Improvements	500,000	580,000
Contingency Reserve	0	0
Retiree Benefit - OPEB	0	330,565
Contributions from Reserve	<u>0</u>	<u>0</u>
Total General Fund	<u><u>11,952,667</u></u>	<u><u>11,893,746</u></u>

Following Roll Call Vote: Ayes: _____
 Noes: _____
 Absent: _____
 Abstained: _____

Adopted: _____
 Rizal Aliga, Chairperson

Attest: _____



General Manager Board Update

7-25-2024

- I have not received any comments or suggestions regarding the Budget for FY 24-25.
- I continue to work on Quimby, impact fees, and Eden housing fees.
- Staff and I had a discussion regarding outstanding items with Vallejo School District employees regarding contracts, Franklin, gates, field use, and ExLP.
- We held a ribbon cutting for the playground at Terrace Park. It was covered in the Vallejo Times Herald.
- We are reviewing field use and policies with staff.
- Recreation staff are working on data collection after events for review with myself.
- I attended the Chamber Board of Director's meeting. We will work with them
- I am currently working on recommendations for McIntyre and Colusa. I expect to have McIntyre recommendations at the second board meeting in August for discussion.
- Executive staff and I have a workshop in August.

BOARD GM PROJECTS UPDATE



		Date	7/25/2024		
TASK	START	END	% COMPLETE	DONE	NOTES
Annual Performance Goals					
Reduce Vacancies					
Increase percentage of occupied FT Positions			100%	<input checked="" type="checkbox"/>	As of March 28, 2024-All Full Time Positions Filled
Financial Education-Board & Staff					
How to Read Budgets			0%	<input type="checkbox"/>	
How does the Budget Process Work			0%	<input type="checkbox"/>	
Role of Staff With Budgets			0%	<input type="checkbox"/>	
Role of Board with Budgets			0%	<input type="checkbox"/>	
Budget Reports			0%	<input type="checkbox"/>	
Income Net vs. Gross			0%	<input type="checkbox"/>	
Other Topics			0%	<input type="checkbox"/>	
Succession Planning					
Hire Consultant			100%	<input checked="" type="checkbox"/>	
Plan Finalized			100%	<input checked="" type="checkbox"/>	
Implement Plan			75%	<input type="checkbox"/>	
Master Lease					
Define Areas that need clarification			100%	<input checked="" type="checkbox"/>	
Staff Review			100%	<input checked="" type="checkbox"/>	
Legal Counsel Draft			50%	<input type="checkbox"/>	
Present to City of Vallejo			0%	<input type="checkbox"/>	

BOARD GM PROJECTS UPDATE



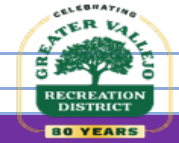
		Date	7/25/2024		
TASK	START	END	% COMPLETE	DONE	NOTES
VCUSD Use Agreements					
Update Use Agreements			50%	<input type="radio"/>	
Update Fence Locations			50%	<input type="radio"/>	
Update EXLP Agreements			75%	<input type="radio"/>	
Update Kids Club Agreements			25%	<input type="radio"/>	
Update Marketing Plan					
Meet with Board to clarify goals			100%	<input checked="" type="radio"/>	Special Board Meeting held on March 21, 2024
Develop plan, staff?, identify which staff will have designated assignments.			80%	<input type="radio"/>	
Hybrid Contractor and staff, for now			100%	<input checked="" type="radio"/>	
Work with Finance to budget			100%	<input checked="" type="radio"/>	
Implement			95%	<input type="radio"/>	
Increase Utilization of Community Centers					
North Vallejo Contract Use					
RFQ			75%	<input type="radio"/>	
Interviews			0%	<input type="radio"/>	
Contracts			0%	<input type="radio"/>	
Legal review			0%	<input type="radio"/>	
Sign Contract			0%	<input type="radio"/>	
Press Release			0%	<input type="radio"/>	
Services Begin			0%	<input type="radio"/>	

BOARD GM PROJECTS UPDATE



		Date	7/25/2024			
TASK	START	END	% COMPLETE	DONE	NOTES	
Youth Center at NVCC See above						
Ongoing Projects				<input type="radio"/>		
ADA 395 and 401 Amador				<input type="radio"/>		
395 Amador			<div style="width: 95%; background-color: green;">95%</div>	<input type="radio"/>	Plans ok, bid process received, construction phase	
401 Amador			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		
ADA Upgrades to BRS						
Design Plan			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		
Construction Documents/permits			0%	<input type="radio"/>		
Construction			0%	<input type="radio"/>		
Annual Priority retreat						
Goal setting to be part of Board training. Plan for fall	10/1/2025		0%	<input type="radio"/>	October Weekday 5-9pm Wednesday non board meeting week with meal or Week-end 9am-1pm Saturday with breakfast.	
Annual Retreats- Executive staff and/with board						
Determine team building activity			<div style="width: 25%; background-color: green;">25%</div>	<input type="radio"/>		
Determine date			0%	<input type="radio"/>	Waiting on all board seats to be filled.	
Determine agenda for retreat			0%	<input type="radio"/>		
Board Tour of Facilities						
Determine Interested Directors			<div style="width: 20%; background-color: green;">20%</div>	<input type="radio"/>		
Determine dates			<div style="width: 20%; background-color: green;">20%</div>	<input type="radio"/>		

BOARD GM PROJECTS UPDATE



		Date	7/25/2024			
TASK	START	END	% COMPLETE	DONE	NOTES	
Determine locations			<div style="width: 20%; background-color: green;">20%</div>	<input type="radio"/>		
Board Training						
Determine needs	7/17/2025		<div style="width: 50%; background-color: green;">50%</div>	<input type="radio"/>		
Board trainings, set date			0%	<input type="radio"/>	Waiting on full board	
Review other training			0%	<input type="radio"/>		
Schedule training			0%	<input type="radio"/>		
City Park Master Plan						
Community Outreach			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		
Work with architects for community design			<div style="width: 75%; background-color: green;">75%</div>	<input type="radio"/>		
Get costs, permits, etc.,			0%	<input type="radio"/>		
Bidding Process			0%	<input type="radio"/>		
Construct			0%	<input type="radio"/>		
Ribbon cutting			0%	<input type="radio"/>		
Classification Study						
Job classification redone			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>	Completed right before comp study 3/2024	
Brought in new consultant			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		
All full time employees			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		
Compensation Study						
Develop and post RFP			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		
Interview Companies			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="checkbox"/>		

BOARD GM PROJECTS UPDATE



		Date	7/25/2024		
TASK	START	END	% COMPLETE	DONE	NOTES
Determine Best Fit and Cost			100%	<input checked="" type="checkbox"/>	
Conduct Study			100%	<input checked="" type="checkbox"/>	
Board Review of Results			90%	<input type="checkbox"/>	
Decide what to do with data			10%	<input type="checkbox"/>	
Hanns Park Disc Golf					
Part of Master Plan			100%	<input checked="" type="checkbox"/>	
Get cost estimate, find funding source			100%	<input checked="" type="checkbox"/>	
Meet with stakeholders to design			100%	<input checked="" type="checkbox"/>	
Work with City			100%	<input checked="" type="checkbox"/>	
Order materials, install			95%	<input type="checkbox"/>	
Signage			80%	<input type="checkbox"/>	Waiting on Disc Golf Group
Staircase Project			100%	<input checked="" type="checkbox"/>	Getting approval from planning department
Impact Fee Request					
Requested Impact Fees	1/23/2021		100%	<input checked="" type="checkbox"/>	Projects identified i.e. pool
Discuss with City Staff			75%	<input type="checkbox"/>	Issue with COV accounting
Approved by Appropriate City Staff			90%	<input type="checkbox"/>	
Negotiate how process works.			15%	<input type="checkbox"/>	
Place into budget			0%	<input type="checkbox"/>	
City to provide amount in Quimby, and amount in Dif fees.			0%	<input type="checkbox"/>	

BOARD GM PROJECTS UPDATE



		Date	7/25/2024		
TASK	START	END	% COMPLETE	DONE	NOTES
Receive funds			0%	<input type="radio"/>	
Master Plan BRS					
Survey site			100%	<input checked="" type="checkbox"/>	
Meet standards			100%	<input checked="" type="checkbox"/>	
Develop draft, review at committee			90%	<input type="radio"/>	
Community Outreach			25%	<input type="radio"/>	
Construction Documents/permits			0%	<input type="radio"/>	
Construction			0%	<input type="radio"/>	
McIntyre Ranch-Surplus Land Act					
Board Resolution			100%	<input checked="" type="checkbox"/>	11/9/2023
Issue Notice of Availability			100%	<input checked="" type="checkbox"/>	12/13/2023
60 Day Notice Period			100%	<input checked="" type="checkbox"/>	
90 day Good Faith Negotiaion Period			100%	<input checked="" type="checkbox"/>	
Open to all prospective interested parties			100%	<input checked="" type="checkbox"/>	
GM to provide 3 options-est 8/22 meeting			15%	<input type="radio"/>	
McIntyre Ranch Survey					
Check records and hire surveyor			100%	<input checked="" type="checkbox"/>	
File completed survey			90%	<input type="radio"/>	

BOARD GM PROJECTS UPDATE



		Date	7/25/2024			
TASK	START	END	% COMPLETE	DONE	NOTES	
Move fencing if needed				<input type="radio"/>		
New Finance/HR software						
Develop RFP			100%	<input checked="" type="checkbox"/>		
Interview Companies			75%	<input type="radio"/>	On hold due to budget constraints	
Determine best fit and cost			0%	<input type="radio"/>		
Implement			0%	<input type="radio"/>		
Outdoor Equity Grant						
Identify Project		Due 12-14-23	100%	<input checked="" type="checkbox"/>	COV has shown interest to work together	
Submit Application			100%	<input checked="" type="checkbox"/>		
Response Received			0%	<input type="radio"/>		
OPEB						
Consultant drafted policy			100%	<input checked="" type="checkbox"/>		
Review by Finance committee (2)			66%	<input type="radio"/>		
Consultant brought in to work with finance Dept.			50%	<input type="radio"/>	Finance Director to take over this task	
Board approval			0%	<input type="radio"/>		
PB Projects-Exercise Equipment at Setterquist						
Get a contract from COV-Setterquist	1/1/2021		50%	<input type="radio"/>	Waiting	
Budget and develop			0%	<input type="radio"/>		
Build			0%	<input type="radio"/>		

BOARD GM PROJECTS UPDATE



		Date	7/25/2024		
TASK	START	END	% COMPLETE	DONE	NOTES
Reimbursement			0%	<input type="radio"/>	
PB Projects-Skate Park Improvements					
Get a contract from COV-Setterquist	1/1/2021		50%	<input type="radio"/>	Waiting
Community Outreach			0%	<input type="radio"/>	
Budget and develop			0%	<input type="radio"/>	
Build			0%	<input type="radio"/>	
Reimbursement			0%	<input type="radio"/>	
Planning department changed zoning in parks					
Review and propose changes			15%	<input type="radio"/>	
Present update to City Council					
Schedule for 2024			100%	<input checked="" type="radio"/>	Schedule to update in 2025
Sister City Project					
Develop Plans, Location and Goals			75%	<input type="radio"/>	
Sister City to fund			0%	<input type="radio"/>	
Blue prints, permits, etc.,			0%	<input type="radio"/>	
Build Process			0%	<input type="radio"/>	
Records Rentention					

BOARD GM PROJECTS UPDATE



		Date	7/25/2024		
TASK	START	END	% COMPLETE	DONE	NOTES
Hire Consultant			100%	<input checked="" type="checkbox"/>	
Phase 1-RIM Policy and Retention Schedule Updates			95%	<input type="checkbox"/>	
Phase 2-Training			0%	<input type="checkbox"/>	
Phase 3-Electronic Records Management Assessment			0%	<input type="checkbox"/>	
Utilities Solar					
City states they will upgrade their buildings			100%	<input checked="" type="checkbox"/>	
VallejoNET					
Update and Reduce Internet Costs			100%	<input checked="" type="checkbox"/>	
Install new internet			40%	<input type="checkbox"/>	
2+2 Committee					
New CM and School Super- try to add GVRD			40%	<input type="checkbox"/>	
Attend regular COV and VCUSD meetings			100%	<input checked="" type="checkbox"/>	
Coordinate with other agency			0%	<input type="checkbox"/>	
Set up meeting specs			0%	<input type="checkbox"/>	
Board decide members, other agency decide members and begin meetings.			0%	<input type="checkbox"/>	

Topics

8 Goals
McIntyre Property
Franklin Middle School
Impact Fee Request
Prop 68- Franklin Gym and Fields
Outdoor Equity Grant
Afro Outdoors/ Latino Outdoors
Sister City Project
Marketing plan
PB projects-Exercise equipment at Setterquist
Master Plan BRS
Hanns Park Disc Golf
ADA upgrades to BRS
ADA 395 and 401 Amador
McIntyre Ranch Survey
New Finance/HR software
OPEB
Utilities Solar
Classification Study
Board Training
Strategic Planning
GM goals and evaluation
Annual Priority retreat
Present update to City Council
Use of Community Centers- South Vallejo contract use
Use of Community Centers- Youth Center at North Vallejo
Annual retreats- Executive staff and/with board
VallejoNET
Board Tour of Facilities
City Park Master Plan
Planning department changed zoning in parks
Compensation RFP
2+2
Update contracts with School District

Top 12

8 Goals

Impact fee request

Prop 68

Marketing plan

OPEB

Classification Study

Compensation Study

GM goals and evaluation

McIntyre

Planning department changed zoning in parks
--

Update contracts with School District
--

New Finance/HR software



Recreation Services Board Updates

07/25/2024

Activity Guide:

- The production of the Fall/Winter Activity guide is underway.

Aquatics:

- The Aqua Zumba program is going strong with 19 participants registered for a first-time program at the Complex. This program will continue to be offered throughout this summer and will offer it this as requested by popular demand.



- Both the Davey Jones Camp and Guard Start Camp have been consistently full since the start of summer. The programs have been running smoothly and have received positive feedback from participants and parents.

Community Centers:

- Teacher Kay's Alpha Pals summer camp continues to thrive with consistent numbers 17 tiny tots are registered for this month's session and next session as well.



- Shakespeare in the Park will take place this weekend at Hanns Park. This production is in partnership with Vallejo Shakespeare in the Park.



- Foley Cultural Center continues to host private events on weekend. The photo above was taken from a private event held last weekend at the facility.

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

- Parks N’ Rex Day is coming up at Children’s Wonderland on July 27th from 12-4 pm, we are beginning to prepare the park for this Dino-Themed event! We will be having food trucks, water slides, a foam pit for the kids and free face painting for all! Participation is looking consistent, and we expect day of registration,
- Camping Under the Stars is coming up in August! GVRD has partnered with The Girl Scouts who will facilitate a fire making demonstration, s’mores and friendship bracelets for the kids! Participants will be able to learn new camping skills and receive the outdoor camping experience.
- GVRD Hosted its second Bands and Brews event of the season. We had great attendance of over 450 people. The community brought their lawn chairs, purchased brews and food from our vendors. We are excited to host the next live band at Bands and Brews on Friday, July 26th from 6-8pm at Blue Rock Springs. This a free event to the community!



- The committee is preparing for their 80th Anniversary Celebration! We're currently working on finalizing vendors, non-profits, and sponsors for the event. This free event will be the conclusion to Bands and Brews and will operate from 3-8 pm on August 10th at Blue Rock Springs Park.

Sports/Gym:

- Junior Tennis Summer Camp started last week with 8 participants last session. This is a first-time summer camp offering this season.
- Volleyball nets have been ordered and will schedule volleyball games with BACSAC as well as work with a new user groups who want to partner with GVRD, providing workshops and clinics on volleyball.

Recreation Services			
<u>Monthly Report</u>			
Jun-24			
Special Interest and Sports Classes			
<u>Marina Cruise, Recreation Coordinator</u>			
GVRD'S Special Interest and Sports Classes, Camps			
Programs	2023	2024	2024
	Participants	Participants	Total # staff Hrs.
<u>Special Interest Classes</u>			
Ballroom, Latin & Salsa Dancing	12	21	12
Break It Down Soul Line Dance & Beginners	70	89	18
Chicago Style Steppin'	-	17	12
Claudio's Beg & Int Juniors & Teens	15	12	10.5
Claudio's Introductory/Novice	23	12	10.5
Dance & Yoga with Afro-Body Love	-	4	1.5
Early Rise Exercise	39	49	24
Incrediflix	-	6	0
Jazz Band	3	0	0
Judo Adults & Competitors	5	6	10.64
Judo Beginner	13	11	10.64
Judo Kids Fit	18	13	10.64
Let's Roll Jiu Jitsu: Wrestling Fundamentals	7	5	18
Let's Roll Jiu Jitsu: Little Rollers	7	12	7.5
Online Drivers Ed	3	2	0

Piano: Beg & Int	6	8	8
Overflow Cardio Drumming - CANCELLED 2024	2	-	0
Symphonic Band	11	0	0
Teacher Kay's Alphas Summer Preschool	15	33	0
Zumba Fitness	9	20	14
Zumba Fun	23	26	24
Sub-total	281	346	191.92
<u>Sports Classes</u>			
ABCs of Pickleball	-	9	0
ABCs of Pickleball Plus	-	5	0
Aim High Basketball Training	-	10	20
High Performance Junior Tennis	-	3	0
Junior Giants:T-Ball Baseball Ages 5-6	-	100	10.5
Junior Giants: Minors Baseball Ages 7-9	-	72	10.5
Junior Giants: Minors Softball Ages 7-9	-	55	10.5
Junior Giants: Majors Baseball Ages 10-13	-	87	10.5
Sub-total	0	341	62
<u>Camps</u>			
Sports Break Camps with NAofA	11	27	0
Teacher Kay's Alphas Summer Camp	21	33	0
Sub-total	21	33	0

Total Participants	302	720	253.92



Aim High Basketball Clinic Program

Staffing:

- Staff worked with the Safety Committee to replace AED batteries and pads at NVCC. Also, we received an AED box donated by Via Heart Project.

Youth Services:

- FRESH Theatre camp put on a production of Willy Wonka last week. Campers are looking forward to next session with 18 participants registered for camp next week. Campers will put on a production of, “The Little Mermaid.”



Kudos:

- I’d like to praise Marina Cruise, Recreation Coordinator of Programs for generating new programs for the Department. She has been hitting the ground running, working closely with new and returning contractors, recruiting

new vendors, running Junior Giants summer program (which is a huge undertaking), and managing all the programs and administrative tasks with grace. Great job!



Maintenance Department Board Update

7/25/2024

Parks and Facilities

- Richardson Park
 - The City did a Storm Water Pollution Prevention Plan inspection at our Corp yard; everything was in compliance.
- BRS Park
 - Staff removed the tree stump, roots and added mulch to the grove picnic area
 - Parks staff will assist with the Bands and Brews event on July 26th.
- Glen Cove Waterfront Park
 - Staff poured a concrete pad for the memorial bench.
- River Park
 - Staff performed a large litter and trash cleanup
- Weed Abatement
 - Staff completed a second mowing at McIntyre Ranch, the ranch and Hann's park were inspected by the Fire inspection, and everything is in compliance.
- Community Centers
 - Grease traps were cleaned at NVCC, VCC, and Dan Foley Cultural Center.
- Hann's Park
 - The new informational kiosk at Hann's park was installed
- I will be on vacation from July 15th – July 26th.

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
VCC HVAC					
Design Phase	6/1/2023	3/31/2023	100%	<input checked="" type="checkbox"/>	Engineer completed the design. On hold until funds available.
Permit Issued	4/1/2023	6/1/2024	0%	<input type="checkbox"/>	
Proposed Board Approval	8/1/2024	9/31/2024	0%	<input type="checkbox"/>	
RFP	10/1/2024	11/28/2024	0%	<input type="checkbox"/>	
Build	12/1/2024	2/1/2025	0%	<input type="checkbox"/>	
Cunningham Pool Shade Structures					
Design/Assessment Phase	1/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2023	8/28/2024	0%	<input type="checkbox"/>	Received a proposal for engineering plans; we decided to postpone until new budget in July.
RFP	12/2/2024	12/31/2024	0%	<input type="checkbox"/>	
Build	1/1/2025	5/28/2025	0%	<input type="checkbox"/>	
Cunningham Pool ADA Upgrades					
Design Phase	11/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	City will work on finalizing the plans and making the parking lot improvements.
Permit Issued	6/1/2022	8/5/2022	100%	<input checked="" type="checkbox"/>	
RFP	6/21/2023	10/28/2023	100%	<input checked="" type="checkbox"/>	
Build	1/8/2024	2/1/2025	30%	<input type="checkbox"/>	New restrooms were completed; the rest of the work will be postpone until winter season to help with the budget. Pool closure from 12/23/24 - 3/1/25
Terrace Park Playground					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	1/30/2022	100%	<input checked="" type="checkbox"/>	
Build	1/15/2023	5/15/2024	100%	<input checked="" type="checkbox"/>	The playground is open, ribbon cutting was on 7/17/24

BOARD PROJECTS UPDATE



Date

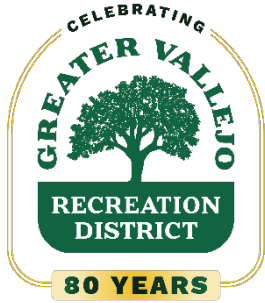
TASK	START	END	% COMPLETE	DONE	NOTES
Hanns Park Disc Golf				<input type="radio"/>	
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="checkbox"/>	
Build	10/6/2021	7/30/2024	98%	<input type="radio"/>	Carpenters union will be installing the new kiosk and after we will be ordering the welcoming sign.
Lake Dalwrig Park Improvements				<input type="radio"/>	
Design Phase	5/1/2023	10/31/2023	100%	<input checked="" type="checkbox"/>	Interwest will be doing a presentation at the board meeting in November. The pathways are completed and contractor is working on the trails; installation of the new restrooms is in progress
Permit Issued	1/15/2024	2/28/2024	100%	<input checked="" type="checkbox"/>	
RFP	1/15/2023	3/30/2024	100%	<input checked="" type="checkbox"/>	
Build	5/1/2024	10/1/2024	60%	<input type="radio"/>	
Children's Wonderland Electrical Upgrade					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2023	11/31/2023	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2024	7/30/2024	0%	<input type="radio"/>	Staff ordered the panel.
Build	10/1/2024	12/1/2024	0%	<input type="radio"/>	
North Vallejo Community Center Electrical Upgrade					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="checkbox"/>	

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
Permit Issued	6/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2024	7/30/2024	0%	<input type="checkbox"/>	Staff ordered the panel.
Build	10/1/2024	12/1/2024	0%	<input type="checkbox"/>	
Dan Foley Cultural Center Electrical Upgrade					
Design Phase	12/1/2023	3/1/2024	100%	<input checked="" type="checkbox"/>	
Permit Issued	4/1/2023	5/30/2024	0%	<input type="checkbox"/>	
RFP	8/1/2024	10/30/2024	0%	<input type="checkbox"/>	
Build	1/1/2025	3/1/2025	0%	<input type="checkbox"/>	
Franklin Middle School					
Prop 68 Management RFP	1/1/2024	7/1/2024	50%	<input type="checkbox"/>	The RFP documents were sent to our legal counsel for their review.
Design Phase			0%	<input type="checkbox"/>	
Permit Issued			0%	<input type="checkbox"/>	
Build			0%	<input type="checkbox"/>	
Portable Buildings	1/1/2024	8/30/2024	50%	<input type="checkbox"/>	Staff worked on replacement of an AC unit for one of the portable getting the room ready for camps.
SVCC EV Charging Stations					
Design Phase			100%	<input checked="" type="checkbox"/>	
Permit Issued			100%	<input checked="" type="checkbox"/>	
Build	5/13/2025	6/29/2025	50%	<input type="checkbox"/>	Contractor began with the installation, waiting on PG&E for a construction date.



Human Resources Board Update

July 25, 2024

HR Projects Status:

- Employee of the Month: Posted June Employee of the Month (Jeffrey Worrell) on GVRD website HR page. Will include on social media posts once a month. Information will include name, job title, department and length of employment.
- Benefits:
 - Adding voluntary benefits to employee benefit package – Long term disability, hospital, and critical illness.
 - Adding IRS Section 125 Plan so health insurance premiums can be deducted before taxes as per MOUs.
 - Changing from MetLife dental insurance to Ameritas for \$4,470 a year savings.
- Pre-employment, post offer drug screening for part-time employees who drive district vehicles: Since implementation a few months ago, 3 candidates have tested positive for drugs. (The district's drug testing facility tests for being **under the influence** of marijuana, not if marijuana is in their system, which complies with AB 2188.)
- Headcount as of July 19, 2024: (next page)

GVRD FULL-TIME HEADCOUNT, 7/19/2024	
Job Title	No. of Positions
Maintenance Worker I	8
Recreation Coordinator	7
Lead Maintenance Worker	3
Administrative Assistant	2
Maintenance Specialist	2
Maintenance Worker II	2
Recreation Supervisor	2
Accounting Clerk II	1
Board Clerk/Assistant to GM	1
Facilities Supervisor	1
Finance Director	1
General Manager	1
Human Resources Coordinator	1
Human Resources Director	1
Landscape Supervisor	1
Parks & Facilities Director	1
Recreation Services Director	1
TOTAL:	36

GVRD PART-TIME HEADCOUNT, 7/19/2024	
Job Title	No. of Positions
Lifeguard / Swim Instructor	30
Recreation Leader-EXLP	26
Recreation Leader	18
Recreation Leader-Kids Club	16
Senior Lifeguard	15
Senior Recreation Leader	13
Assistant Coordinator	10
Pool Specialist	9
Visitor Services	9
Parks Worker	3
Admin Clerk	2
Facilities Worker	2
Recreation Leader II - Kids Club	1
Visitor Services Coordinator	1
TOTAL	155



Finance Department Board Update

7/25/2024

CalPERS Part Time Audit Status

- The Finance and HR Teams, in a joint effort, have been working hard since August of 2023 on closing the CalPERS Part Time Employee Audit. On Monday, July 15, Director Parkhurst received news from the CalPERS auditor that there are no further requirements needed from the District to close the audit. We are waiting for final determination and the official closing of the audit. I applaud staff from both teams for their dedication, teamwork and tenacity to complete this project.

FY21/22 Financial Audit Status

- There are three audit items left for discussion with the managing auditor. Director Parkhurst has contacted the managing auditor at MUN Accounting Firm to set up a meeting to discuss these remaining items as well as establish a timeline for completion of the FY 21-22 audit and begin the process for the FY 22-23 audit.
- Director Parkhurst is reviewing the details of the GASB-87 audit item. GASB-87 is a recent pronouncement by the Government Accounting Standard Board that requires leases to be reported on the government financial statements in a new way in addition to new accounting treatments. To reduce the reporting requirements, Director Parkhurst is preparing a new district policy to establish materiality thresholds for the District. This policy will eventually be presented to the board for approval. Director Parkhurst will review the other two items, the Asset Roll forward and GASB-68 Contribution Report. He will work with staff to provide any remaining information or documentation that may still be needed to fulfil the requirement.

FY23/24 Fiscal Year End Close

- Staff will continue to review and/ or reconcile all General Ledger Accounts. The priority will be set according to the category and importance of the accounts. This process will be driven by a Year End Close Calendar that allocates workload to staff.

FY24/25 Final Budget and Publication of Budget

- Upon the Board approval of the Final Budget, staff will continue to work on developing the Budget Book. The District will publish a minimum number of hard copies of the Budget Book and have a Digital Copy available for download for anyone who requests one.
- Staff will also publish the Budget on the District's website to be viewed by all.

Updates and Efforts in the Finance Department

- Betty Dal Portal retired from the District and her last day was Friday, July 19th. Betty, who was an Accounting Clerk II in the Finance Department processed payroll and carried out all payroll-related tasks such as CalPERS member account management, payroll tax filings and payments, health benefit payments, etc.
- Director Parkhurst has been working with a temporary employee from a 3rd party firm to review and rebuild some of the processes and procedures within the Payroll functions. He will continue to work with the consultant to complete this project as well as carry out multiple payroll projects. Director Parkhurst will be applying these changes in the next few payroll cycles until an Interim Payroll Specialist can be hired. This is, of course, if this role can't be filled with a permanent candidate first.
- Director Parkhurst will work with the Human Resources Department in developing a new job title and description for the

Payroll function that will be more in line with the functions needs and in turn fulfill the District's needs from this position.