



# GREATER VALLEJO RECREATION DISTRICT

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

Website: [www.gvrd.org](http://www.gvrd.org)

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

**Board of Directors**

Rizal Aliga  
Ron Bowen  
Robert Briseño  
Adjoa McDonald  
Wendell Quigley

General Manager  
Gabe Lanusse

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District Office at 707-648-4604 or fax 707-648-4616. Requests must be made as soon as possible and at least three (3) full business days before the start of the meeting.

## **Budget and Finance Committee Agenda**

**Directors: Bowen and Briseño**

**Monday, March 13, 2023**

**9:30 a.m.**

**Administrative Office – Board Room**

**401 Amador Street**

This committee shall work with the General Manager and other staff of the District on the annual budget(s), projections, and other financial matters. This committee shall review the General Manager and Directors' expenses, annual audit, and annual financial statement before publication. The committee will ensure that investment policies are followed and that funds are invested in a prudent manner with adequate protections to prevent misuse.

### **1. Public Comment**

Members of the public may speak on any item within the jurisdiction of the Committee. Each speaker is limited to 3 minutes and a spokesperson for an organization is limited to 5 minutes.

### **2. Review Fee Schedule for Fiscal Year 2023-2024**

### **3. Review Current Balance Sheet**

### **4. Review Policy 3030-Budget Process and Reserve**

### **5. Update on Budget for Fiscal Year 2023-2024**

**Next Meeting: April 10, 2023**

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**GREATER VALLEJO RECREATION DISTRICT  
FEE SCHEDULE  
Proposed FY 2023-2024 Draft**

		Approved 2022/2023		Proposed 2023/2024		Proposed 2023/2024 - 5% Increase	
Activities		Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident
<b>Sports</b>							
<b>Adult Sports</b>							
Adult Softball	Plus \$50 (sportsman fee)	\$510	\$510	\$510	\$510	\$536	\$536
Co-Ed League Softball	Plus \$50 (sportsman fee)	\$510	\$510	\$510	\$510	\$536	\$536
On-site storage	Per contract agreement with District						
<b>Youth Sports</b>							
Run, Jump, Throw		FREE	FREE	FREE	FREE	FREE	FREE
Jr Giants (Youth)		FREE	FREE	FREE	FREE	FREE	FREE
Sports Camp		\$160	\$170	\$160	\$170	\$168	\$179
E-Sports	\$20 comp/\$35/\$50 League						
Mobile Recreation Rental	per hour	\$100	\$120	\$100	\$120	\$105	\$126
<b>Sports Classes /Contract</b>							
National Academy of Athletics	60% Vendor/40% District						
Optimal Body Fitness	60% Vendor/40% District						
New Frontier Tennis	60% Vendor/40% District						
Phil Grahams Tennis	60% Vendor/40% District						
E-Sports	60% Vendor/40% District						
<b>Sports Fields Additional Fees</b>							
Application Fee		\$10	\$15	\$10	\$15	\$11	\$16
Non-Profit		\$5	\$8	\$5	\$8	\$6	\$9
Cleaning Deposit 1 Day		\$150	\$150	\$150	\$150	\$158	\$158
Cleaning Deposit 2-14 Days		\$300	\$300	\$300	\$300	\$315	\$315
Cleaning Deposit 15-30+ Days		\$600	\$600	\$600	\$600	\$630	\$630
Rescheduling Fee/Late Booking		\$25	\$25	\$25	\$25	\$27	\$27
Bounced Check/Declined Card		\$50	\$50	\$50	\$50	\$53	\$53
Key Deposit Fee		\$50	\$50	\$50	\$50	\$53	\$53
Artificial Turf Fee		\$15	\$15	\$15	\$15	\$16	\$16

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Activities		Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident
<b>Aquatics</b>							
<b>Daily Fees (Lap / Recreation Swim)</b>							
4 Yrs and Under		\$2	\$3	\$2	\$3	\$3	\$4
5 Yrs - 55 Yrs.		\$5	\$6	\$5	\$6	\$6	\$7
Seniors/Veteran		\$4	\$5	\$4	\$5	\$5	\$6
<b>Lap Swim Pass (20 Swims)</b>							
Lap Swim Pass Sr/Vet (20 Swims)							
Senior		\$80	\$80	\$80	\$80	\$84	\$84
Veteran		\$100	\$100	\$100	\$100	\$105	\$105
Lap Swim Monthly Swim Pass 18+		\$105	\$121	\$115	\$130	\$111	\$128
<b>Water Exercise</b>							
Adults 13 - 55		\$5	\$5	\$6	\$6	\$6	\$6
Pass (10 visits)		\$45	\$45	\$55	\$55	\$48	\$48
Seniors 55+		\$4	\$4	\$5	\$5	\$5	\$5
Pass (10 visits)		\$35	\$35	\$45	\$45	\$37	\$37
User Group W/ Insurance							
Per lane, per hour		\$10	\$10	\$10	\$10	\$11	\$11
High School Lane Rate							
Per lane, per hour		\$5	\$5	\$5	\$5	\$6	\$6
<b>Community Rental</b>							
4 lane shallow or deep end	Per hour + \$150 deposit	\$100	\$100	\$100	\$100	\$105	\$105
Whole pool	Per hour + \$150 deposit	\$180	\$180	\$180	\$180	\$189	\$189
<b>Safety Classes</b>							
Lifeguard Train Recertification		\$95	\$100	\$120	\$130	\$100	\$105
Lifeguard Training		\$190	\$200	\$200	\$210	\$200	\$210
Lifeguard Instructor		\$250	\$270	\$250	\$270	\$263	\$284
Water Safety Instructor		\$250	\$270	\$250	\$270	\$263	\$284
Community CPR / First Aid		\$80	\$90	\$90	\$100	\$84	\$95

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<b>Aquatic Camps</b>							
Guardstart		\$160	\$170	\$170	\$180	\$168	\$179
Davey Jones Aquatic Camp		\$160	\$170	\$170	\$180	\$168	\$179
Junior Guards		\$200	\$210	\$230	\$240	\$210	\$221
Life Guard Academy	1/2 Summer	\$220	\$220	\$220	\$220	\$231	\$231
After School at the Pool (ASAP)		\$220	\$230	\$240	\$250	\$231	\$242
Junior Guards Work Exp.	Per week	\$25	\$25	\$35	\$35	\$27	\$27
<b>Swim Lessons</b>							
Parent/Tot							
Weekday		\$60	\$65	\$60	\$65	\$63	\$69
Saturday		\$30	\$35	\$30	\$35	\$32	\$37
4-5 Yrs Swim Lessons							
Weekday		\$60	\$65	\$60	\$65	\$63	\$69
Saturday		\$30	\$35	\$30	\$35	\$32	\$37
Lessons Level 1-6							
Weekday		\$60	\$65	\$60	\$65	\$63	\$69
Saturday		\$30	\$35	\$30	\$35	\$32	\$37
Private Lessons		\$30	\$35	\$30	\$35	\$32	\$37
<b>Community Events (Aquatics)</b>							
Floating Pumpkin Patch				\$10	\$12		
Dive-In Movies				\$5	\$7		
Kids Day		Free	Free	Free	Free	Free	Free
Polar Plunge				\$5	\$7		
Easter Egg Hunt				\$5	\$7		

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Activities		Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident
<b>Adaptive Recreation</b>							
Expressive Arts	Per month	\$25	\$25	\$25	\$25	\$27	\$27
Exercise/Chair Yoga	Per month	\$25	\$25	\$25	\$25	\$27	\$27
Sports	Per month	\$25	\$25	\$25	\$25	\$27	\$27
Dances		\$12	\$12	\$12	\$12	\$13	\$13
Picnic		\$12	\$12	\$12	\$12	\$13	\$13
Field Trips		\$30	\$36	\$30	\$36	\$32	\$38
Water Colors/Legos	Per class	\$5	\$6	\$5	\$6	\$6	\$7
<b>Youth Services</b>							
<b>Kids Club</b>							
Before School	\$10/day; prorated \$86	\$172	\$172	\$172	\$172	\$181	\$181
After School	\$14/day; prorated \$120	\$240	\$240	\$240	\$240	\$252	\$252
Kindergarten After School	\$17/day; prorated \$149	\$298	\$298	\$298	\$298	\$313	\$313
Kids Club Punch Pass (6)		\$100	\$100	\$100	\$100	\$105	\$105
Kids Club Punch Pass (12)		\$150	\$150	\$160	\$160	\$158	\$158
No School Day		\$80	\$96	\$85	\$102	\$84	\$101
Late Pickup		\$2	\$2	\$2	\$2	\$3	\$3
<b>Teens</b>							
Dances	Per person	\$10	\$10	\$15	\$15	\$11	\$11
5th Grade Event, 8th Grade Event	At the door	\$30	\$35	\$30	\$35	\$32	\$37
Youth Advisory Board	Per person	\$40	\$40	\$30	\$35	\$42	\$42
Teen Classes				\$30	\$35		
Teen Drop-in Fee				\$5	\$5		
<b>Break Camps</b>							
Extended (5 days, 7am-6pm)		\$170	\$204	\$180	\$216	\$179	\$215
Kinder (5 days, 7am-6pm)		\$180	\$216	\$180	\$216	\$189	\$227
COVID Camp		\$180	\$216	\$190	\$228	\$189	\$227
Drop-in		\$40	\$48	\$45	\$54	\$42	\$51
Extended (3 days, 7am-6pm)		\$100	\$120	\$110	\$132	\$105	\$126
Regular (5 days, 9am-3pm)		\$130	\$156	\$140	\$168	\$137	\$164

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<b>Summer Camps</b>							
FRESH Camp (CW)	2 week camp	\$230	\$276	\$240	\$288	\$242	\$290
Counselor in Training Camp	Per week (flat rate)	\$40	\$40	\$50	\$50	\$42	\$42
FRESH Camp Extended Care		\$30	\$36	\$30	\$36	\$32	\$38
In-Camp Field Trips		\$15	\$15	\$15	\$15	\$16	\$16
Field Trips		\$20-\$40	\$20-\$40	\$20-\$40	\$20-\$40	\$21-\$42	\$21-\$42
<b>Community Events</b>							
Fishing in the City							
Pup-Kin Patch Dog Festival	Vendor Fee	\$75	\$100	\$75	\$75	\$79	\$105
Bands and Brews Beer		\$5	\$5	\$5	\$5	\$6	\$6
Bands and Brews Beer + Mug		\$10	\$10	\$10	\$10	\$11	\$11
Breakfast with Santa		\$18	\$21	\$10	\$10	\$19	\$23
<b>Children's Wonderland</b>							
Individual Entry Fee:							
July - December		\$0	\$4	\$4	\$5	\$0	\$5
January - June		\$3	\$4	\$3	\$4	\$4	\$5
Group Field Trips		\$3	\$4	\$3	\$4	\$4	\$5
Group & Family Rental (Some. Small)		\$35	\$45	\$35	\$45	\$37	\$48
Group & Family Rental (Some. Big)		\$70	\$80	\$70	\$80	\$74	\$84
Group & Family Rental (Some. B&S)		\$90	\$105	\$90	\$105	\$95	\$111
Thumper's Eggs-travaganza		\$5	\$5	\$5	\$5	\$6	\$6
Pass (20 visits)		\$55	\$75	\$55	\$75	\$58	\$79
Special Event /Per hour:							
Rental per hour		\$300	\$300	\$300	\$300	\$315	\$315
Security per hour		\$30	\$30	\$30	\$30	\$32	\$32
Deposit		\$200	\$200	\$200	\$200	\$210	\$210

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<b>Birthday/Picnic Reservations</b>							
Free Day, 1 per month		Free	Free	Free	Free	Free	Free
Private Party Package - 2 hours		\$110	\$125	\$125	\$135	\$116	\$132
Birthday Party Balloons		\$25	\$25	\$25	\$25	\$27	\$27
Refundable Cleaning Fee		\$50	\$50	\$100	\$100	\$53	\$53
Stage, during Operating Hours	Per hour	\$25	\$25	\$25	\$25	\$27	\$27
Stage, Special Event	Per hour (2 hour minimum)	\$150	\$150	\$150	\$150	\$158	\$158
Electricity Fee	Per 2-hour timeslot	\$5	\$5	\$5	\$5	\$6	\$6
<b>Community Center Fee Schedule</b>							
<b>Foley Cultural Center</b>							
Kitchen	Per hour	\$80	\$96	\$84	\$101	\$84	\$101
Lake Room	Per hour	\$160	\$192	\$168	\$202	\$168	\$202
Vista Room	Per hour	\$42	\$50	\$44	\$53	\$45	\$53
Refreshment Center	Per hour	\$43	\$64	\$56	\$67	\$46	\$68
Arbor Room	Per hour	\$35	\$42	\$37	\$44	\$37	\$45
Oak Room		Not Available		Not Available		Not Available	
Pine Room		Not Available		Not Available		Not Available	
Elm Room		Not Available		Not Available		Not Available	
Commercial Kitchen Rental:							
Per hour (Day 7am-7pm) 3 hr min		\$125	\$150	\$125	\$150	\$132	\$158
Per hour (Evening 7pm-7am) 3 hr min		\$62	\$74	\$62	\$74	\$66	\$78
<b>Private Party</b>							
Lake, Kitchen, Refreshment Ctr	5 Hours	\$1,000	\$1,200	\$1,050	\$1,260	\$1,050	\$1,260
Over 5 Hours	Per hour	\$200	\$240	\$210	\$252	\$210	\$252
Vista Room, Refreshment Ctr (F&Su)	Per hour (Fri or Sun 5 hr min)	\$70	\$84	\$74	\$89	\$74	\$89



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<b>Category II (Non-Profit 2 Hour Minimum)</b>							
Kitchen	Per hour	\$64	\$77	\$67	\$80	\$68	\$81
Lake Room	Per hour	\$128	\$154	\$134	\$161	\$135	\$162
Vista Room	Per hour	\$35	\$42	\$37	\$44	\$37	\$45
Refreshment Center	Per hour	\$43	\$52	\$45	\$54	\$46	\$55
Arbor Room	Per hour	\$28	\$34	\$29	\$35	\$30	\$36
Oak Room		Not Available		Not Available		Not Available	
Pine Room		Not Available		Not Available		Not Available	
Elm Room		Not Available		Not Available		Not Available	
<b>North Vallejo Community Center</b>							
<b>Category I (Business 2 Hour Minimum)</b>							
Banquet Room	Per hour	\$52	\$62	\$52	\$62	\$55	\$66
Great Room	Per hour	\$64	\$77	\$64	\$77	\$68	\$81
Kitchen	Per hour	\$35	\$42	\$35	\$42	\$37	\$45
Craft Room	Per hour	\$35	\$42	\$35	\$42	\$37	\$45
<b>Private Party</b>							
Banquet or Great Rooms	5 hours	\$520	\$625	\$520	\$625	\$546	\$657
Over 5 Hours	Per hour	\$104	\$125	\$104	\$125	\$110	\$132
Banquet, Great Room, and Kitchen	5 hours	\$725	\$870	\$725	\$870	\$762	\$914
Over 5 Hours	Per hour	\$145	\$174	\$145	\$174	\$153	\$183

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<b>Category II (Non-Profit 2 Hour Minimum)</b>							
Banquet Room	Per hour	\$42	\$50	\$42	\$50	\$45	\$53
Kitchen	Per hour	\$28	\$34	\$28	\$34	\$30	\$36
Craft Room	Per hour	\$28	\$34	\$28	\$34	\$30	\$36
Great Room	Per hour	\$51	\$62	\$51	\$62	\$54	\$66
<b>Norman C. King, SVCC</b>							
<b>Category I (Business 2 Hour Minimum)</b>							
Multi-Purpose Room #1	Per hour	\$58	\$70	\$70	\$70	\$61	\$74
Multi-Purpose Room #2	Per hour	\$58	\$70	\$70	\$70	\$61	\$74
Multi-Purpose Room #1 & #2	Per hour	\$116	\$140	\$140	\$140	\$122	\$147
Conference Room	Per hour	\$35	\$42	\$42	\$42	\$37	\$45
Arts/Craft Room	Per hour	\$35	\$42	\$42	\$42	\$37	\$45
Game Room	Per hour	\$42	\$50	\$50	\$50	\$45	\$53
Kitchen	Per hour	\$58	\$70	\$70	\$70	\$61	\$74
Commercial Kitchen Rental:							
Per hour (Day 7am-7pm) 3 hr min		\$75	\$90	\$90	\$90	\$79	\$95
Per hour (Evening 7pm-7am) 3 hr min		\$38	\$45	\$45	\$45	\$40	\$48
<b>Private Party</b>							
Multi-Purpose 1 or 2 and Kitchen	5 hours	\$520	\$625	\$520	\$625	\$546	\$657
Over 5 Hours	Per hour	\$104	\$125	\$104	\$125	\$110	\$132
Multi-Purpose 1 and 2 and Kitchen	5 hours	\$725	\$870	\$725	\$870	\$762	\$914
Over 5 Hours	Per hour	\$145	\$174	\$145	\$174	\$153	\$183
<b>Category II (Non-Profit 2 Hour Minimum)</b>							
Multi-Purpose Room #1	Per hour	\$47	\$56	\$47	\$56	\$50	\$59
Multi-Purpose Room #2	Per hour	\$47	\$56	\$47	\$56	\$50	\$59
Multi-Purpose Room #1 & #2	Per hour	\$94	\$112	\$94	\$112	\$99	\$118
Conference Room	Per hour	\$28	\$34	\$28	\$34	\$30	\$36
Arts/Craft Room	Per hour	\$28	\$34	\$28	\$34	\$30	\$36
Game Room	Per hour	\$35	\$42	\$35	\$42	\$37	\$45
Kitchen	Per hour	\$47	\$56	\$47	\$56	\$50	\$59

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<b>Vallejo Community Center</b>							
<b>Category I (Business 2 Hour Minimum)</b>							
Kitchen	Per hour	\$64	\$77	\$67	\$80	\$68	\$81
Auditorium/Foyer	Per hour	\$144	\$173	\$151	\$181	\$152	\$182
Foyer	Per hour	\$96	\$115	\$101	\$121	\$101	\$121
Club Room	Per hour	\$42	\$50	\$44	\$53	\$45	\$53
Teen Room	Per hour	\$42	\$50	\$44	\$53	\$45	\$53
Commerical Kitchen Rental:						\$0	\$0
Per hour (Day 7am-7pm), 3hr min		\$100	\$120	\$125	\$150	\$105	\$126
Per hour (Evening 7pm-7am), 3hr min		\$50	\$60	\$62	\$74	\$53	\$63
<b>Private Party</b>							
Kitchen/Foyer	5 Hours	\$650	\$780	\$685	\$820	\$683	\$819
Over 5 Hours	Per hour	\$130	\$156	\$137	\$164	\$137	\$164
Kitchen/Foyer/Auditorium	5 Hours	\$900	\$1,080	\$945	\$1,135	\$945	\$1,134
Over 5 Hours	Per hour	\$180	\$216	\$189	\$227	\$189	\$227
<b>Category II (Non-Profit 2 Hour Minimum)</b>							
Kitchen	Per hour	\$51	\$61	\$54	\$65	\$54	\$65
Auditorium/Foyer	Per hour	\$115	\$138	\$121	\$145	\$121	\$145
Foyer	Per hour	\$77	\$92	\$81	\$97	\$81	\$97
Club Room	Per hour	\$35	\$42	\$37	\$44	\$37	\$45
Teen Room	Per hour	\$35	\$42	\$37	\$44	\$37	\$45
<b>All Community Centers</b>							

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<b>Additional Fees</b>							
<b>Banquet Seating (Set-up, Take-down)</b>							
Up to 80		\$150	\$150	\$150	\$150	\$158	\$158
Up to 100		\$150	\$150	\$150	\$150	\$158	\$158
Up to 150		\$150	\$150	\$150	\$150	\$158	\$158
Up to 200		\$150	\$150	\$150	\$150	\$158	\$158
Up to 250		\$225	\$225	\$225	\$225	\$237	\$237
Up to 300		\$225	\$225	\$225	\$225	\$237	\$237
Up to 350		\$225	\$225	\$225	\$225	\$237	\$237
Up to 400		\$270	\$270	\$270	\$270	\$284	\$284
Up to 450		\$270	\$270	\$270	\$270	\$284	\$284
Up to 500		\$270	\$270	\$270	\$270	\$284	\$284
<b>Theatre Seating (Set-up, Take-down)</b>							
Up to 150		\$75	\$75	\$80	\$80	\$79	\$79
Up to 200		\$85	\$85	\$90	\$90	\$90	\$90
Up to 300		\$95	\$95	\$100	\$100	\$100	\$100
Up to 400		\$105	\$105	\$110	\$110	\$111	\$111
Up to 500		\$115	\$115	\$120	\$120	\$121	\$121
Up to 600		\$125	\$125	\$130	\$130	\$132	\$132

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<b>Deposits/Additional Fees</b>							
Foley	Refundable Cleaning Deposit	\$750	\$750	\$750	\$750	\$788	\$788
VCC	Refundable Cleaning Deposit	\$400	\$400	\$750	\$750	\$420	\$420
N. King	Refundable Cleaning Deposit	\$400	\$400	\$400	\$400	\$420	\$420
NVCC	Refundable Cleaning Deposit	\$400	\$400	\$400	\$400	\$420	\$420
Public Address System Rental:							
Audio		\$50	\$50	\$50	\$50	\$53	\$53
Projection		\$50	\$50	\$50	\$50	\$53	\$53
Security Officer:							
July		\$32	\$32	\$36	\$36	\$34	\$34
Aug - Jan		\$34	\$34	\$36	\$36	\$36	\$36
Feb - June		\$36	\$36	\$36	\$36	\$38	\$38
Surcharge		\$25	\$25	\$25	\$25	\$27	\$27
Jumper Permit	Per day	\$25	\$25	\$30	\$30	\$27	\$27
Additional Custodial	Per hour	\$50	\$50	\$50	\$50	\$53	\$53
Application Fee		\$25	\$25	\$25	\$25	\$27	\$27
<b>Park Reservation</b>							
<b>Field Rentals All Fields</b>							
Resident Non-Profit	Per hour, 2 hour minimum	\$14	\$14	\$14	\$14	\$15	\$15
Non Resident Non-Profit	Per hour, 2 hour minimum	\$17	\$17	\$17	\$17	\$18	\$18
Resident Profit	Per hour, 2 hour minimum	\$32	\$32	\$32	\$32	\$34	\$34
Non Resident Profit	Per hour, 2 hour minimum	\$37	\$48	\$48	\$48	\$39	\$51
Dan Foley Artificial Turf Field:							
	Per hour Mon - Fri	\$36	\$36	\$40	\$40	\$38	\$38
	Per hour Sat - Sun	\$48	\$48	\$48	\$48	\$51	\$51
Dan Foley Concession Stand	Per hour flat rate	\$14	\$14	\$14	\$14	\$15	\$15
Pickball Court	Per hour, per court, flat rate	\$14	\$14	\$14	\$14	\$15	\$15
Tennis Court	Per hour, per court, flat rate	\$14	\$14	\$14	\$14	\$15	\$15
Basketball Court	Per hour, per court, flat rate	\$14	\$14	\$14	\$14	\$15	\$15
Bocce Ball Court	Per hour, per court, flat rate	\$14	\$14	\$14	\$14	\$15	\$15
Foot Golf Course	Per person	\$14	\$14	\$14	\$14	\$15	\$15

**GREATER VALLEJO RECREATION DISTRICT  
FEE SCHEDULE  
Proposed FY 2023-2024 Draft**

		Approved 2022/2023		Proposed 2023/2024		Proposed 2023/2024 - 5% Increase	
Activities		Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident
<b>Field Prep (Baseball &amp; Softball)</b>							
Non-Profit		\$25	\$30	\$25	\$30	\$27	\$32
Profit		\$30	\$36	\$30	\$36	\$32	\$38
<b>Lights @ all Sites</b>							
Resident	Per hour, 2 hour minimum	\$30	\$30	\$35	\$35	\$32	\$32
Non Resident	Per hour, 2 hour minimum	\$36	\$36	\$40	\$40	\$38	\$38
<b>Dan Foley Park Picnic Area</b>							
Lakeview East		\$105	\$135	\$110	\$142	\$111	\$142
Lakeview West		\$105	\$135	\$110	\$142	\$111	\$142
Lakeview Entire		\$204	\$264	\$214	\$277	\$215	\$278
Meadows		\$99	\$129	\$105	\$135	\$104	\$136
Willow Glen		\$99	\$129	\$105	\$135	\$104	\$136
Mountain View		\$225	\$293	\$236	\$308	\$237	\$308
<b>Blue Rock Springs Picnic Area</b>							
Lower Vista Area		\$99	\$140	\$104	\$147	\$104	\$147
Upper Vista		\$99	\$140	\$104	\$147	\$104	\$147
Vista Entire		\$185	\$240	\$194	\$252	\$195	\$252
Grove		\$178	\$231	\$187	\$243	\$187	\$243
Pines		\$213	\$276	\$224	\$290	\$224	\$290
Lake Area		\$75	\$98	\$79	\$103	\$79	\$103
Parkview		\$72	\$94	\$76	\$99	\$76	\$99
Trailside		\$72	\$94	\$76	\$99	\$76	\$99
Peacock Roost		\$72	\$94	\$76	\$99	\$76	\$99
Playground Vista		\$92	\$120	\$97	\$126	\$97	\$126
Blue Rock Terrace		\$72	\$94	\$76	\$99	\$76	\$99
<b>Crest Ranch Park</b>							
Crest Ranch Park, Highland		\$49	\$64	\$49	\$64	\$52	\$68
<b>Hanns Park</b>							
Hanns Park		\$71	\$92	\$71	\$92	\$75	\$97
<b>Richardson Park</b>							
Richardson Park		\$53	\$67	\$53	\$67	\$56	\$71

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Activities		Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident
<b>Highlands Park</b>							
Highlands Park		\$48	\$62	\$53	\$65	\$51	\$66
<b>Jumper House Permit</b>							
Blue Rock, Dan Foley, Richardson	Per day	\$30	\$30	\$30	\$30	\$32	\$32
Crest Ranch Park, Highland, Hanns	Per day	\$30	\$30	\$30	\$30	\$32	\$32
<b>Parking Fees</b>							
Dan Foley Park	Per day, 7 days a week	\$5	\$5	\$5	\$5	\$6	\$6
Blue Rock Springs	Per day, 7 days a week	\$5	\$5	\$5	\$5	\$6	\$6
<b>Special Event Fees</b>							
All Parks	Per hour	\$30	\$30	\$30	\$30	\$32	\$32
Security/Cleaning Deposit		\$550	\$550	\$550	\$550	\$578	\$578
Alcohol Permit		\$35	\$35	\$35	\$35	\$37	\$37
Sound Permit		\$35	\$35	\$35	\$35	\$37	\$37
Still Photography		\$300	\$300	\$300	\$300	\$315	\$315
	Per hour	\$75	\$75	\$75	\$75	\$79	\$79
Moving Frames		\$1,000	\$1,000	\$1,000	\$1,000	\$1,050	\$1,050
	Per hour	\$250	\$250	\$250	\$250	\$263	\$263
Staffing/Vehicle		\$52	\$52	\$52	\$52	\$55	\$55

**GREATER VALLEJO RECREATION DISTRICT  
FEE SCHEDULE  
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		Approved 2022/2023		Proposed 2023/2024		Proposed 2023/2024 - 5% Increase	
Activities		Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident	Fee - Resident	Fee - Non Resident
<b>GVRD Activity Guide</b>							
Full page, back cover		\$1,250	\$1,250	\$1,300	\$1,350	\$1,313	\$1,313
Full page, inside cover (front/back)		\$1,125	\$1,125	\$1,150	\$1,150	\$1,182	\$1,182
Full page, inside (non-glossy, guts)		\$1,000	\$1,000	\$1,050	\$1,050	\$1,050	\$1,050
1/2 page		\$600	\$600	\$600	\$600	\$630	\$630
1/4 page		\$400	\$400	\$400	\$400	\$420	\$420
1/8 page		\$200	\$200	\$200	\$200	\$210	\$210
<b>Digital GVRD Activity Guide</b>							
Full page, back cover		\$350	\$350	\$350	\$350	\$368	\$368
Full page, inside cover (front/back)		\$300	\$300	\$300	\$300	\$315	\$315
Full page, inside (non-glossy, guts)		\$300	\$300	\$300	\$300	\$315	\$315
1/2 page		\$200	\$200	\$200	\$200	\$210	\$210
1/4 page		\$150	\$150	\$150	\$150	\$158	\$158
1/8 page		\$100	\$150	\$150	\$150	\$105	\$158
<b>Administrative</b>							
Audit Copy	Each	\$5	\$5	\$5	\$5	\$6	\$6
Board Agenda (w/out att.) Emailed		N/C	N/C	N/C	N/C	N/C	N/C
Board Agenda (w/out att.) US Mail	Per agenda	\$2	\$2	\$2	\$2	\$3	\$3
Board Agenda (with att.) Emailed		N/C	N/C	N/C	N/C	N/C	N/C
Board Agenda (with att.) US Mail	Per packet	\$5	\$5	\$5	\$5	\$6	\$6
Bound Documents (up to 80 pages)		\$10	\$10	\$10	\$10	\$11	\$11
Budget Copy (unbound back-to-back)		\$10	\$10	\$10	\$10	\$11	\$11
Budget Copy (bound)		\$25	\$25	\$25	\$25	\$27	\$27
Documents copied to a CD (up to 50mb)		\$7	\$7	\$7	\$7	\$8	\$8
FAX Fee		\$5	\$5	\$5	\$5	\$6	\$6
Mailing & Handling Fee:							
1-9 pages		\$2	\$2	\$2	\$2	\$3	\$3
10+ pages		\$5	\$5	\$5	\$5	\$6	\$6
Return Check Fee		\$25	\$25	\$25	\$25	\$27	\$27
Return Check Fee (prior to notice)		\$10	\$10	\$10	\$10	\$11	\$11
Plan Sets	Det. by actual cost per set						



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# Greater Vallejo Recreation District

## POLICY MANUAL

**POLICY TITLE:** Budget Process and Reserve Fund  
**POLICY NUMBER:** 3030

The budgeting process shall be thought out and practical, and result in a budget that supports the District's Strategic Action Plan, best serves the residents of the District and complies with state law.

The preparation of the budget is a planning process allowing for adequate participation of staff, Board members, and the public. It includes review sessions, evaluation of programs, short range and long range capital expenditure needs, and a review of the District's overall financial picture. The budget year is from July 1 to June 30.

### Reserves

Based on the Greater Vallejo Recreation District's experience with unreliable revenue sources from the State, Solano County, and the City of Vallejo, and expenses arising from sudden and unforeseen circumstances, the Board of Directors desires a budget reserve to be established to assist in maintaining the financial stability of the District. The goal set by the Board of Directors is 15% of general fund revenues.

### Purpose of Reserve Policy

An adequate reserve fund set aside for various legitimate purposes is essential to the successful and stable, short and long- term operation of the Greater Vallejo Recreation District.

Adequate reserves for District operations ensure that customers can experience and enjoy the services from parks and recreation. Adequate reserves and proper fiscal oversight ensure that the District will have sufficient funding available to meet its operating, capital debt obligations, as well as any unfunded mandates.

GVRD manages its operation in a manner that allows the District to provide funding for costs consistent with its annually updated multiyear plan. This allows GVRD to avoid significant deficit fluctuations due to changes in cash flow requirements. The ability of the Greater Vallejo Recreation District to maintain reserve funds is a critical factor in providing reliable service and ensuring overall financial strength.

Annually during the budget adoption process, the Greater Vallejo Recreation District Board reviews and approves the appropriate levels and uses for reserve funds based upon the needs of the district.

### Operating Reserve Fund

The Operating Reserve will vary over time. This reserve is considered a working cash requirement. It bridges the gap between the time expenses are paid and the time tax revenues are collected.

### Capital Reserve Fund

The purpose of this fund is to establish funds that are intended for projects not considered routine maintenance. The funds come from grants, other agencies or from funds that were budgeted on capital projects in prior years but unspent. This fund is spent directly on capital projects and is not held in reserve for some other purpose.

The Capital Reserve Fund is drawn down annually as planned capital expenditures amounts are made. At the end of each fiscal year, any unspent budgeted capital funds will be reallocated to this fund and may be used in the following year's capital budget.

### Unrestricted Reserves

The purpose of Unrestricted Reserve also termed "General Reserve" is for unforeseen events, extraordinary expenses or a loss of revenue. This fund should maintain a minimum of 15% of our annual operating expenses.

### Summary

The reserve fund policy states that designated reserves will be maintained to allow for funding of the District's operating and capital obligations, as well as funding for unforeseen events. Reserves will be established, replenished, and used only in a manner, which allows the District to fund costs consistent with the Multi Year Financial Plan and Strategic Action Plan and other Board adopted actions. The District's reserve fund policy shall be periodically reviewed and adjusted to meet the needs of the District.