



# GREATER VALLEJO RECREATION DISTRICT

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

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

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

General Manager  
Gabriel Lanusse

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

## **Greater Vallejo Recreation District Board of Directors**

### **AGENDA-REGULAR MEETING**

**September 8, 2022**

**Administrative Office – Board Room**

**395 Amador Street**

**6:30 p.m.**

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

5) **Public Comment:**

Members of the public may speak on any item not on the agenda but within the jurisdiction of the Board. Items on the agenda can be addressed at the time the matter is taken up. Each speaker is limited to 3 minutes and a spokesperson for an organization is limited to 5 minutes.

6) **Committee Updates:**

The Chairperson for Ad-Hoc and 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.

**A) Approve Board Minutes-August 25, 2022**

**B) Accept Programs and Publicity Committee Minutes – August 22, 2022**

**C) Accept Policies and Personnel Committee Minutes-August 22, 2022**

**D) Accept Facility and Development Committee Minutes – August 15, 2022**

**8) Financials:**

- A) Approve Financial Statement as of 8/31/2022 (Harman)
- B) Approve Payment of Bills 8/1/2022 through 8/31/2022 (Harman)

**9) New Business:**

Discussion on expired License Agreement dated May 1, 2006 between Greater Vallejo Recreation District and Alternatives Counseling and Coaching (Legal Counsel)

**10) Staff Updates-Information Only**

- A) Recreation Superintendent
- B) Human Resources Manager
- C) Finance Director
- D) Maintenance Superintendent
- E) General Manager-Verbal Report

**11) Administrative Items:**

**Announcements:**

Board Strategic Planning Workshop

Monday, September 12<sup>th</sup> 5:30pm - 395 Amador Street, Vallejo

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

**13) Meeting Adjourn:**

Next meeting: September 22, 2022 –Board Meeting



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## Greater Vallejo Recreation District Board of Directors

### MINUTES

August 25, 2022 – 395 Amador Street

6:30 p.m.

1) **Call to Order:**

Chairperson Bowen called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., August 25, 2022, in the Board Room of the Greater Vallejo Recreation District Office, 395 Amador Street, Vallejo, California.

2) **Pledge of Allegiance:**

Chairperson Bowen led the pledge.

3) **Roll Call:**

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

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

**Excused:** Vice-Chairperson McDonald

4) **Approval of Agenda:**

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

5) **Public Comment:**

**Members of the public may speak on any item not on the agenda but within the jurisdiction of the Board. Items on the agenda can be addressed at the time the matter is taken up. Each speaker is limited to 3 minutes and a spokesperson for an organization is limited to 5 minutes.**

9 Speakers

6) **Committee Updates:**

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

No updates were given.

7) **Presentations:**

**A) Introducing Julie Myers, Recreation Supervisor (Ryans)**

Recreation Superintendent Ryans introduced Julie Myers and congratulated her on passing her employment probationary period.

**B) Congratulations to Doug Vaughn, Parks Maintenance Worker II on his Retirement – (Nuno)**

Maintenance Superintendent Nuno announced the retirement of Doug Vaughn who has been with the district for over 10 years.

8) **Consent Calendar:**

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

**A) Approve Board Minutes-August 11, 2022**

**B) Approve Board Retreat and Governance Workshop Minutes-August 9, 2022**

**C) Accept Policies and Personnel Committee Minutes – July 11, 2022**

**D) Accept Budget and Finance Committee Minutes – July 8, 2022**

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

9) **New Business:**

**A) Resolution 2022-07 of the Board of Directors of the Greater Vallejo Recreation District to Extend Resolution 2021-05 Temporarily Suspending Collection of Entrance Fees at Children’s Wonderland, for Vallejo Residents for a period of one year (Ryans)**

Director Briseño offered the motion, seconded by Director Quigley to approve Resolution 2022-07 suspending the collection of fees at Children’s Wonderland for Vallejo Residents from September 1, 2022 through August 31, 2023. Roll call vote: Yea: Bowen, Briseno, Aliga, Quigley, Nay: none, Abstain: none, Absent: McDonald. Motion passed.

**B) Approve 1<sup>st</sup> Read - GVRD Grievance Procedure under The Americans with Disabilities Act (Lanusse)**

Director Quigley offered the motion, seconded by Director Aliga to approve the first and final read of the GVRD Grievance Procedure under the Americans with Disabilities Act. Motion passed.

**C) Approve the Purchase and Installation of 2 Public Art Pieces on GVRD Properties- Anticipated Cost-\$10,000 - \$15,000. (Lanusse)**

Director Briseño offered the motion, seconded by Director Quigley to approve the purchase and installation of 2 public art pieces on GVRD property. The motion passed with 3 votes in favor and 1 against.

**D) Discussion - Future for Colusa Street Property (Lanusse)**

After discussion, direction was given to schedule a tour of the property and add to a future agenda for further discussion.

**10) Staff Updates-Informational Only**

**A) General Manager**

- No additional updates.

**B) Recreation Superintendent**

- Announced the upcoming Dive-In Movie Night.

**C) Human Resources Manager given by Lorelei Morehouse,**

- No additional updates.

**D) Finance Director**

- No additional updates

**E) Maintenance Superintendent**

- Provided an update on the Lake Dalwigk Grant Project, Wardlaw Park and Hiddenbrooke Park.

**11) Administrative Items:**

**Announcements:**

**Board Strategic Planning Meeting**

**Monday, September 12<sup>th</sup> 5:30-9:30pm - 395 Amador Street, Vallejo**

**12) Executive Session: At 8:30pm, Chairperson Bowen convened to Executive Session**

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

**Government Code section 54957 Title: General Manager**

At 9:20pm, Chairperson Bowen re-convened regular session and reported the following: Staff provided information, Direction given to the Human Resources Manager.

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

None.

**14) Meeting Adjourn:**

Director Quigley offered the motion, seconded by Director Aliga to adjourn the meeting at 9:21 p.m. Motion passed.

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**Rizal Aliga, Board Secretary**

**Date**



## **Agenda 7-B**

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### **BOARD COMMUNICATION**

**Date: September 8, 2022**

**TO:** Board Chairperson and Directors

**FROM:** Staff

**SUBJECT: Accept the Minutes from the Programs and Publicity Committee meeting August 22, 2022**

### **RECOMMENDATION**

To accept the minutes from Programs and Publicity Committee from the August 22, 2022 meeting.

### **DOCUMENTS AVAILABLE FOR REVIEW**

A) Programs and Publicity Committee Minutes from August 22, 2022



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## **Programs and Publicity Committee Minutes**

**Monday, August 22, 2022**

**5:30 P.M.**

**Administrative Office-Board Room**

**395 Amador Street**

**In attendance:** Director Aliga, Quigley, Recreation Superintendent, Antony Ryans, Recreation Supervisors, Julie Myers, Sandy Tawaratsumida, & General Manager, Gabriel Lanusse

Meeting began: 5:30 P.M.

- 1. Director Aliga appointed as Committee Chairperson.**
- 2. Activity Guide Update-** The Activity Guide is in its final draft and will head to the printers this week.
- 3. Aquatic Programs-** Summer programming and swim lessons were full all summer. Directors would like to see pool opened 7 days a week. Staffing is still a concern at the pool. More program options to come soon.
- 4. Children's Wonderland-**The park continues to remain free to the general public. The park is booked all weekends this month for private rentals. Park hours have extended through September and will operate from 11:00am-7:30pm W-M. The Department filled the position of Recreation Coordinator and that person who will oversee the park as a part of their job assignment. The Committee would like to see the financials for the last 3 years at the park.
- 5. Community Centers Update-** The RFQ draft for subleasing the community center was sent to legal for review. The RFQ will go out in September. The Committee is concerned that there is no programming happening at the SVCC and NVCC's. Staff will do field research and visit other community centers in neighboring cities.
- 6. Community Events-** Bands and Brews took place on Friday, August 12<sup>th</sup> at Blue Rock Springs from 6:30-8pm. The band that performed was Alvon and the All Stars and had over 350 patrons in participation. A big thank you to the Parks and Maintenance staff for their help! Staff will plan for more live shows added to next summers lineup. Staff have begun planning for the fall and winter events.

7. **Marketing Update-** Verdin drafted two different logo designs for discussion and direction at the Programs committee meeting. Committee would like to see some revisions made to the proposed vintage and retro logos.
8. **Sports Programs-** The COED soccer program was offered in partnership with Council Member Diaz and took place on Wednesday, June 15<sup>th</sup>, 9am. The camp had about 120 participants registered for the free 4-week camp. The new sports Recreation Coordinator began work on August 22<sup>nd</sup>. Staff will work together to produce fall programming and work on drafting new user agreements for the next calendar year.
9. **Youth Services-** Staffing is still a challenge for the department. The department had a successful summer. Staff held a training for returning school-year staff on Saturday, August 13<sup>th</sup>. The school year has begun, and staff is focused on reopening all Kids Club sites and staffing programs for ExLP.

Adjourned at 6:50 P.M.





## **Agenda 7-C**

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### **BOARD COMMUNICATION**

**Date: September 8, 2022**

**TO:** Board Chairperson and Directors

**FROM:** Staff

**SUBJECT: Accept the Minutes from the Policies and Personnel Committee meeting August 22, 2022.**

### **RECOMMENDATION**

To accept the minutes from Policies and Personnel Committee from the August 22, 2022 meeting.

### **DOCUMENTS AVAILABLE FOR REVIEW**

A) Policies and Personnel Committee Minutes from August 22, 2022.



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Gabe Lanusse

**Policies and Personnel Committee Minutes  
Monday, August 22, 2022  
9:30 a.m.  
Administrative Office-Board Room  
395 Amador Street**

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

Meeting began: 9:32am

**1. Assign Committee Chairperson**

The committee assigned Director Bowen as the Committee Chairperson, however, Director Bowen would like for the Committee to discuss adding a “how to assign committee chairperson” into the policy. This will be added to the September Agenda

**2. Public Comment**

N/A

**3. Review and Discuss the Grievance Procedure and Form under The American with Disabilities Act**

The committee and staff discussed this new policy and agreed to bring it to the upcoming board meeting for possible adoption. Board member Briseno did as staff to research if policy adoption requires multiple reads or can be approved on first read.

**4. Discuss District Succession Planning**

The committee and staff discussed RFP for consultant to help GVRD with succession planning. Board members suggested GVRD may need to consider Assistant GM position. Board members asked GM Lanusse to bring back the cost for a consultant to help with succession planning.

**5. Update on the Classification Study**

The committee and staff discussed the classification study and staff provided an update.

**6. Discuss Additional Employment Positions**

The committee and staff discussed possible additional positions of Assistant GM, Assistant Coordinator II, Customer Service Rep, and Community Relations Position

Adjourned at 10:32am



## **Agenda 7-D**

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### **BOARD COMMUNICATION**

**Date: September 8, 2022**

**TO:** Board Chairperson and Directors

**FROM:** Staff

**SUBJECT: Accept the Minutes from the Facility and Development Committee meeting August 15, 2022**

### **RECOMMENDATION**

To accept the minutes from Facility and Development Committee from the August 15, 2022 meeting.

### **DOCUMENTS AVAILABLE FOR REVIEW**

A) Facility and Development Committee Minutes from August 15, 2022



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**Facility and Development Committee Minutes  
Wednesday, August 15, 2022  
5:30 p.m.  
Administrative Office-Board Room  
395 Amador Street**

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

Meeting began: 5:30 PM

**1. Assign Committee Chairperson**

The Committee assigned Director McDonald as chairperson.

**2. Public Comment**

There was no Public comment at this meeting.

**3. Cunningham Aquatic Center Shade Proposal**

Maintenance Superintendent Nuno presented a shade structure design from a vendor to the Committee. Staff mentioned that previously they investigated the possibility of doing a shade structure engineered for solar panels; however, an energy consultant reviewed our energy bill and did not recommend doing solar panels for this facility. We currently have the Tecogen system that helps with the heating of the pool and generates energy. The Committee recommends getting other proposals from other vendors to compare.

**4. Dan Foley Artificial Soccer Field Assessment**

Maintenance Superintendent Nuno provided the assessment report from a consultant. The field is near the end of useful life; the testing performed on the drainage and under the synthetic was favorable since the field was built correctly. The Committee suggested that when we move forward with the replacement, we should consider adding more lines to the field for the usage of other sports.

**5. Vallejo Community Center Project - Update**

Maintenance Superintendent Nuno reported that the contractor is making progress on the improvements in the kitchen. The contractor also begun with the outside ADA improvements; staff is also working with the contractor to add new floors.

**6. 395/401 Amador Street Building Upgrades - Update**

Maintenance Superintendent Nuno gave a progress report on the upgrades of 401 building; the contractor is getting close to complete this building and the new board room. In October a contractor is scheduled to do the abatement of 395 building.

**7. Blue Rock Springs Park Master Plan**

Maintenance Superintendent Nuno reported that staff is working on the Park master plan with a landscape architect. Staff presented a preliminary BRS master plan to the committee; staff will continue working with the landscape architect on the park master plan.

**8. Pickleball Outreach**

General Manager Lanusse reported that in the next couple of weeks staff will be doing a community outreach asking the community what areas of Vallejo they would like to see expanding on pickleball courts.

**9. McIntyre Ranch Property Condition**

Staff reported that they will be working on the assessments of the conditions of the buildings, water tank, trees, and the road. Staff mentioned that one of the concerns is the water tank. Staff found the plans of the proposed new water tank from 2015.

**10. Art in Parks**

General Manager Lanusse reported that staff contacted a local artist that was working with the City of Vallejo on installing art in this City. The local artis have some Art animal figures that would like to install in some of our Parks. Staff mentioned that this would have to be presented and approved by the board before installing the art.

**11. City Park Update**

General Manager Lanusse reported that staff is working with an architect on designs to show to the public on the horseshoe area. The committee recommended to consider the possibility of adding cornhole.

Adjourned at 7:10 PM



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

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	18,951	8,027,837	8,008,886	0.24%
Facilities	0	0	0	0.00%
Park Maintenance & Visitor Service	58,232	218,400	160,168	26.66%
Recreation	182,984	1,398,151	1,215,167	13.09%
Capital Improvements	0	3,324,690	3,324,690	0.00%
<b>Total Revenues</b>	<b>260,167</b>	<b>12,969,078</b>	<b>12,708,911</b>	<b>2.01%</b>
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	473,034	2,410,942	1,937,908	19.62%
Planning & Development	24,589	188,741	164,152	13.03%
Facilities	152,049	1,450,172	1,298,123	10.48%
Visitor Services	24,320	155,433	131,113	15.65%
Landscaping & Grounds	227,198	2,160,910	1,933,712	10.51%
Recreation	540,653	3,116,168	2,575,515	17.35%
Capital Improvements	135,734	3,485,447	3,349,713	0.00%
Contingency Reserve	0	1,265	1,265	0.00%
Retiree Medical Benefit - OPEB	0	0	0	0.00%
<b>Total Expenditures</b>	<b>1,577,577</b>	<b>12,969,078</b>	<b>11,391,501</b>	<b>12.16%</b>
<b>Net Revenues Over (Expenditures)</b>	<b>(1,317,410)</b>	<b>0</b>	<b>1,317,410</b>	



**Greater Vallejo Recreation District**  
**Financial Report Year-to-Date**  
**7/2022-8/2022**  
**All Funds Detailed**

<u>Revenues</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	18,951	8,027,837	8,008,886	0.24%	18,951
200	Planning & Development	0	0	0	0.00%	
300	Facilities	0	0	0	0.00%	-
301	Visitor Services	58,232	218,400	160,168	26.66%	
310	Landscaping & Grounds	0	0	0	0.00%	58,232
010	Recreation Administration	800	5,148	4,348	0.00%	
415	Children's Wonderland	14,553	59,560	45,007	24.43%	
430	Break Camp	15,310	49,305	33,995	31.05%	
450	Vallejo Community Center	2,909	0	(2,909)	0.00%	
451	Foley Cultural Center	36,908	200,000	163,092	18.45%	
460	Sports	7,067	116,120	109,053	6.09%	
465	Community Events	1,303	13,600	12,297	9.58%	
480	ExLP	0	166,542	166,542	0.00%	
481	After School Programs	32,184	280,000	247,816	11.49%	
486	Teen Services	0	2,200	2,200	0.00%	
490	Therapeutic Recreation	0	6,100	6,100	0.00%	
720	North Vallejo Community Center	6,096	29,035	22,939	21.00%	
721	South Vallejo Community Center	9,962	54,846	44,885	18.16%	
730	Cunningham Pool	55,892	415,695	359,803	13.45%	182,984
<b>Total Revenues</b>		<b>260,167</b>	<b>9,644,388</b>	<b>9,384,221</b>	<b>2.70%</b>	<b>260,167</b>

<u>Expenses</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	347,454	1,554,923	1,207,469	22.35%	
007	Human Resources	62,881	410,048	347,167	15.33%	
100	Finance	62,699	445,971	383,272	14.06%	473,034
200	Planning & Development	24,589	188,741	164,152	13.03%	24,589
300	Facilities	152,049	1,450,172	1,298,123	10.48%	152,049
301	Visitor Services	24,320	155,433	131,113	15.65%	24,320
310	Landscaping & Grounds	227,198	2,160,910	1,933,712	10.51%	227,198
010	Recreation Administration	65,743	408,720	342,977	16.09%	
415	Children's Wonderland	32,289	208,340	176,052	15.50%	
430	Break Camp	38,622	190,272	151,650	20.30%	
450	Vallejo Community Center	2,886	17,562	14,676	16.43%	
451	Foley Cultural Center	55,692	353,972	298,280	15.73%	
460	Sports	37,356	209,219	171,863	17.86%	
465	Community Events	8,807	79,998	71,191	11.01%	
480	ExLP	32,931	300,786	267,855	10.95%	
481	After School Programs	32,507	369,336	336,830	8.80%	
486	Teen Services	153	7,883	7,730	1.94%	
490	Therapeutic Recreation	153	9,377	9,224	1.63%	
720	North Vallejo Community Center	7,986	47,720	39,734	16.74%	
721	South Vallejo Community Center	9,120	60,220	51,100	15.15%	
730	Cunningham Pool	216,409	852,763	636,354	25.38%	540,653
	Deferred Maintenance	135,734	3,485,447	3,349,713	3.89%	135,734
	Contingency Reserve	0	1,265	1,265	0.00%	
	Retiree Medical Benefit - OPEB	0	0	0		
<b>Total Expenditures</b>		<b>1,577,576</b>	<b>12,969,078</b>	<b>11,391,502</b>	<b>12.16%</b>	<b>1,577,576</b>

<b>Net Revenues Over (Expenditures)</b>	<b>(1,317,409)</b>	<b>(3,324,690)</b>	<b>(2,007,281)</b>	<b>(1,317,409)</b>
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**Greater Vallejo Recreation District  
Financial Report Year-to-Date  
as of August 31, 2022  
Measure K**

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	0	2,250,000	2,250,000	0.00%
<b>Total Revenues</b>	<b>0</b>	<b>2,250,000</b>	<b>2,250,000</b>	<b>0.00%</b>
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	4,747	91,000	86,253	5.22%
Facilities	88,849	877,892	789,043	10.12%
Landscaping & Grounds	41,591	685,551	643,960	6.07%
Recreation	71,498	580,912	509,414	12.31%
Capital Improvements	24,976	385,000	360,024	0.00%
<b>Total Expenditures</b>	<b>231,661</b>	<b>2,620,355</b>	<b>2,388,694</b>	<b>8.84%</b>
<b>Net Revenues Over (Expenditures)</b>	<b>(231,661)</b>	<b>(370,355)</b>	<b>(138,694)</b>	





**Greater Vallejo Recreation District**  
**Revenue and Expense Variance Report**  
**August, 2022**

	For August Only				Cumulative through August				Adopted Budget	Projected at Year End	Variance	Notes
	Anticipated		Actual		Anticipated		Actual					
	%	\$	Actual	Over/(Under)	%	\$	Actual	Over/(Under)				
<b>REVENUES</b>												
Property Taxes	0.0%	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	7,920,599	\$7,920,599	\$0	
Administration	4.8%	\$5,200	\$14,716	\$9,516	11.0%	\$11,828	\$18,951	\$7,123	107,238	\$171,824	\$64,586	
Maintenance	7.2%	\$15,700	\$31,339	\$15,639	16.0%	\$34,971	\$58,232	\$23,261	218,400	\$363,671	\$145,271	
Recreation	6.5%	\$91,500	\$101,052	\$9,552	14.1%	\$196,777	\$182,984	(\$13,793)	1,398,151	\$1,300,147	(\$98,004)	
Capital Improvements									\$3,324,690	\$3,324,690	\$0	
<b>Total Revenues</b>		<b>\$112,400</b>	<b>\$147,107</b>	<b>\$34,707</b>		<b>\$243,576</b>	<b>\$260,167</b>	<b>\$16,591</b>	<b>\$12,969,078</b>	<b>\$13,080,931</b>	<b>\$111,853</b>	
<b>EXPENSES</b>												
Administration	9.9%	\$239,100	\$122,960	(\$116,140)	17.0%	\$409,783	\$473,034	\$63,251	2,410,942	\$2,783,076	\$372,134	
Maintenance	7.8%	\$309,400	\$195,781	(\$113,619)	12.8%	\$505,532	\$428,155	(\$77,377)	3,955,256	\$3,349,865	(\$605,391)	
Recreation	9.6%	\$298,400	\$249,474	(\$48,926)	16.5%	\$513,372	\$540,653	\$27,281	3,116,168	\$3,281,761	\$165,593	
Capital Improvements	8.3%	\$289,300	\$33,256	(\$256,044)	8.6%	\$299,748	\$135,734	(\$164,014)	\$3,485,447	\$3,485,447	\$0	
Contingency Reserve									\$1,265	\$1,265	\$0	
Retiree Benefit-OPEB									\$0	\$0	\$0	
<b>Total Expenses</b>		<b>\$846,900</b>	<b>\$601,471</b>	<b>(\$278,685)</b>		<b>\$1,428,687</b>	<b>\$1,577,576</b>	<b>\$13,155</b>	<b>12,969,078</b>	<b>\$12,901,414</b>	<b>(\$67,664)</b>	

Change in Fund Balance \$0 \$179,517 \$179,517

# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68028	08/01/2022	Bert Williams & Sons Inc	\$22.69
68029	08/01/2022	CAPRI	\$256,495.00
68030	08/01/2022	CARPD	\$3,500.00
68031	08/01/2022	California Glass Of Vallejo	\$3,645.00
68032	08/01/2022	General Plumbing Supply Co	\$128.52
68033	08/01/2022	Morgan Alarm Co., Inc	\$1,988.25
68034	08/01/2022	O'Connor Lumber	\$195.85
68035	08/01/2022	Pitney Bowes	\$1,008.50
68036	08/01/2022	Jocelyn Abdelnur	\$117.00
68037	08/01/2022	BPX Printing & Graphics	\$26.39
68038	08/01/2022	BrightView Landscape Services, Inc.	\$836.00
68039	08/01/2022	Mike Brown Electric Co.	\$16,698.15
68040	08/01/2022	AT&T	\$274.25
68041	08/01/2022	City Of Foster City	\$1,040.00
68042	08/01/2022	Clark Pest Control	\$529.00
68043	08/01/2022	Clean America Janitorial LLC	\$3,600.00
68044	08/01/2022	Cole Supply Co., Inc.	\$3,358.46
68045	08/01/2022	Comcast	\$610.00
68046	08/01/2022	Commercial Pool Systems, Inc	\$3,523.88
68047	08/01/2022	Cook Fire Protection	\$635.88
68048	08/01/2022	Cristina Duenas	\$130.00
68049	08/01/2022	Ewing Irrigation Products, Inc.	\$1,148.50
68050	08/01/2022	Robert Half	\$6,846.00
68051	08/01/2022	Michael Manalastas	\$36.50
68052	08/01/2022	Metropolitan Life Insurance Company	\$4,573.20
68053	08/01/2022	Monarch Engineering	\$3,588.75
68054	08/01/2022	PROforma	\$785.72
68055	08/01/2022	Quench USA, Inc.	\$86.96
68056	08/01/2022	Ring Central Inc.	\$865.62
68057	08/01/2022	SiteOne Landscape Supply	\$2,199.89
68058	08/01/2022	Solano County Fair Association	\$1,179.00
68059	08/01/2022	The Office City	\$43.26
68060	08/01/2022	Veritiv Operating Company	\$176.64
68061	08/01/2022	Tameaca Williams	\$62.00
68062	08/02/2022	P G & E	\$29,893.73
68063	08/02/2022	American Red Cross	\$1,227.00
68064	08/02/2022	Atkinson, Andelson, Loya Ruud & Ror	\$3,234.53
68065	08/02/2022	BrightView Landscape Services, Inc.	\$32,061.54
68066	08/02/2022	Miracle Playsystems Inc.	\$1,838.81
68067	08/02/2022	Moore Design Group	\$5,115.00
68068	08/02/2022	Porter Scott	\$275.00
68069	08/02/2022	Rhinos Roofing Company	\$1,681.00
68070	08/02/2022	RRM Design Group	\$648.75
68071	08/02/2022	Streamline	\$300.00
68072	08/02/2022	Uline Shipping Supplies	\$7,129.83
68073	08/02/2022	Underground Vaults & Storage, Inc.	\$110.25
68074	08/02/2022	Veritiv Operating Company	\$781.56
68075	08/02/2022	Bert Williams & Sons Inc	\$75.75
68076	08/02/2022	P G & E	\$22.83
68077	08/02/2022	Syar Industries, Inc.	\$116.60
68078	08/02/2022	Alhambra	\$106.28
68079	08/02/2022	American Red Cross	\$720.00
68080	08/02/2022	Rachel Dykzeul	\$50.00
68081	08/02/2022	Jelyn Evangelista	\$150.00
68082	08/02/2022	Ewing Irrigation Products, Inc.	\$883.74
68083	08/02/2022	George Forneret	\$50.00

# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68084	08/02/2022	Jennifer Fox	\$100.00
68085	08/02/2022	Nicole Ginocchio	\$100.00
68086	08/02/2022	Glen Cove Communtiy Association	\$40.00
68087	08/02/2022	Green Valley Aloha Saw & Mower	\$68.90
68088	08/02/2022	Athena Griffin	\$50.00
68089	08/02/2022	Les Schwab Tires	\$401.65
68090	08/02/2022	Deshan Luciano	\$180.00
68091	08/02/2022	Jeanette Luedders	\$50.00
68092	08/02/2022	Anthony Luna	\$100.00
68093	08/02/2022	Calvin McCullough Jr.	\$2,885.40
68094	08/02/2022	Sandra Meneses	\$105.00
68095	08/02/2022	Monarch Engineering	\$5,220.00
68096	08/02/2022	National Academy Of Athletes	\$2,618.70
68097	08/02/2022	Mary Grace Obico	\$100.00
68098	08/02/2022	Areli Orozco	\$50.00
68099	08/02/2022	Amy Ramirez	\$320.00
68100	08/02/2022	Ryan Ramirez	\$510.00
68101	08/02/2022	Hector Renderos	\$25.00
68102	08/02/2022	Nelson Reverente	\$50.00
68103	08/02/2022	Antony Ryans	\$340.00
68104	08/02/2022	Laura Sheckler	\$75.00
68105	08/02/2022	Malinda Shoemaker	\$100.00
68106	08/02/2022	SiteOne Landscape Supply	\$1,085.59
68107	08/02/2022	Mariela Srinivas	\$55.00
68108	08/02/2022	Dalia Thompson	\$50.00
68109	08/02/2022	Jorge Antonio Torres	\$50.00
68110	08/02/2022	Teresa Towne	\$90.00
68111	08/02/2022	Forest Truesdell	\$50.00
68112	08/02/2022	Thomas Trujillo	\$132.50
68113	08/02/2022	Turf Star, Inc.	\$4,026.19
68114	08/02/2022	Angie Warren	\$115.00
68115	08/02/2022	Bernadette Wilcox	\$100.00
68116	08/02/2022	Orlando Wynn	\$3,600.00
68117	08/05/2022	Melissa Cohea	\$215.00
68118	08/05/2022	Commercial Energy Of Montana	\$3,213.40
68119	08/05/2022	Susana Coracero	\$75.00
68120	08/05/2022	Mia Cortez	\$50.00
68121	08/05/2022	Jennifer Elacio	\$50.00
68122	08/05/2022	Fun Express, LLC	\$944.49
68123	08/05/2022	Robert Half	\$2,282.00
68124	08/05/2022	Jack & Jill	\$162.00
68125	08/05/2022	Kay Cady-Johnson	\$5,460.00
68126	08/05/2022	Stacey Martinez	\$50.00
68127	08/05/2022	Rachael Murray	\$50.00
68128	08/05/2022	Kavleen Nagal	\$43.00
68129	08/05/2022	Kailan Naziru	\$50.00
68130	08/05/2022	Alfredo Nunez	\$750.00
68131	08/05/2022	Jose Nuno	\$80.00
68132	08/05/2022	Tiffany Saechao	\$100.00
68133	08/05/2022	Angelica Salem	\$50.00
68134	08/05/2022	Amber Snider	\$50.00
68135	08/05/2022	Kori T Southall-Martinez	\$50.00
68136	08/05/2022	Streamline	\$300.00
68137	08/05/2022	Maria Vargas	\$50.00
68138	08/05/2022	Doug Vaughn	\$150.00
68139	08/05/2022	Edlyn Vega	\$50.00

# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68140	08/10/2022	Ryan Allen	\$83.13
68141	08/10/2022	Makynzi Broucaret	\$110.00
68142	08/10/2022	Melody Bryan-Dye	\$50.00
68143	08/10/2022	Ana Cardona	\$50.00
68144	08/10/2022	Theresa Gutierrez	\$50.00
68145	08/10/2022	Alvon Johnson	\$1,000.00
68146	08/10/2022	Miguel Kaminski	\$25.00
68147	08/10/2022	Diana Laliotis	\$110.00
68148	08/10/2022	Henry Lo	\$50.00
68149	08/10/2022	Zoey Lyon	\$300.00
68150	08/10/2022	Martin Montes	\$750.00
68151	08/10/2022	Jagdeesh Nagal	\$57.00
68152	08/10/2022	Tranisha Parker	\$30.00
68153	08/10/2022	Iris Ramos	\$60.88
68154	08/10/2022	Shiffon Rollins	\$100.00
68155	08/10/2022	Marie E Rosa	\$50.00
68156	08/10/2022	Kori T Southall-Martinez	\$25.00
68157	08/10/2022	Kenya Zuniga	\$50.00
68158	08/10/2022	Bayshore Materials	\$713.08
68159	08/10/2022	Bert Williams & Sons Inc	\$92.04
68160	08/10/2022	Kelly-Moore Paint Co.-NorCal CPC	\$108.67
68161	08/10/2022	O'Connor Lumber	\$221.91
68162	08/10/2022	Victory Stores	\$150.00
68163	08/10/2022	B & G Tires Of Vallejo	\$24.00
68164	08/10/2022	BPX Printing & Graphics	\$80.46
68165	08/10/2022	BrightView Landscape Services, Inc.	\$836.00
68166	08/10/2022	AT&T	\$46.06
68167	08/10/2022	Commercial Pool Systems, Inc	\$1,191.82
68168	08/10/2022	Complete Welders Supply	\$22.09
68169	08/10/2022	DeNoise Studios LLC	\$800.00
68170	08/10/2022	Robert Half	\$2,282.00
68171	08/10/2022	Jack & Jill	\$179.00
68172	08/10/2022	Lincoln Aquatics	\$1,061.59
68173	08/10/2022	M & M Sanitary LLC	\$299.65
68174	08/10/2022	National Aquatic Services Inc	\$29,244.58
68175	08/10/2022	Quench USA, Inc.	\$86.96
68176	08/10/2022	Lauren Shook	\$76.10
68177	08/10/2022	The Office City	\$192.87
68178	08/10/2022	Uline Shipping Supplies	\$668.80
68179	08/10/2022	Underground Vaults & Storage, Inc.	\$110.25
68180	08/10/2022	Verdin	\$7,885.80
68181	08/10/2022	Veritiv Operating Company	\$320.36
68182	08/11/2022	Commercial Pool Systems, Inc	\$2,596.34
68183	08/11/2022	Construction West	\$86,388.25
68184	08/11/2022	Favaro, Lavezzo, Gill, Caretti & Heppe	\$4,872.50
68185	08/11/2022	Preferred Alliance, Inc.	\$84.00
68186	08/11/2022	Rhinos Roofing Company	\$4,275.00
68187	08/11/2022	Verizon Wireless	\$1,437.18
68188	08/12/2022	Sebrenia Saunders	\$300.00
68189	08/12/2022	CalSac	\$500.00
68190	08/15/2022	Serenity Dean	\$100.00
68191	08/15/2022	Monica Jones	\$263.00
68192	08/16/2022	Cynthia Lopez	\$62.00
68193	08/16/2022	O'Connor Lumber	\$108.33
68194	08/16/2022	P G & E	\$4,166.85
68195	08/16/2022	SEIU LOCAL #1021	\$989.32

# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68196	08/16/2022	MaryKay Abadilla	\$110.00
68197	08/16/2022	Alhambra	\$61.39
68198	08/16/2022	Bay Area Air Quality Mgmt District	\$115.00
68199	08/16/2022	BPX Printing & Graphics	\$109.98
68200	08/16/2022	AT&T	\$206.43
68201	08/16/2022	Candido Construction	\$7,800.00
68202	08/16/2022	C-DAT	\$390.00
68203	08/16/2022	CivicPlus LLC	\$22,997.50
68204	08/16/2022	Comcast	\$455.97
68205	08/16/2022	Yvonne Davis	\$45.00
68206	08/16/2022	Ewing Irrigation Products, Inc.	\$1,108.34
68207	08/16/2022	Favaro, Lavezzo, Gill, Caretti & Heppe	\$13,537.50
68208	08/16/2022	Patrick Gaul	\$95.00
68209	08/16/2022	GreatAmerica Financial Services	\$2,052.76
68210	08/16/2022	Green Valley Aloha Saw & Mower	\$2,417.60
68211	08/16/2022	Jack & Jill	\$374.00
68212	08/16/2022	Sherri Kashaka	\$81.00
68213	08/16/2022	Renato Lumaban	\$139.50
68214	08/16/2022	Julie Myers	\$47.19
68215	08/16/2022	Candace Paulo	\$65.00
68216	08/16/2022	Rhoda Tablit	\$86.00
68217	08/16/2022	Turf Star, Inc.	\$495.35
68218	08/16/2022	Vallejo Little League Inc	\$90.00
68219	08/16/2022	Verizon Wireless	\$2,043.77
68220	08/23/2022	US Bank Corporate Payment System	\$20,872.30
68221	08/24/2022	Uline Shipping Supplies	\$2,739.10
68222	08/25/2022	Douglas Berry	\$306.00
68223	08/25/2022	Bert Williams & Sons Inc	\$70.78
68224	08/25/2022	Express Shirt Printing	\$793.85
68225	08/25/2022	Foster Lumber Yards	\$714.09
68226	08/25/2022	Kelly-Moore Paint Co.-NorCal CPC	\$15.70
68227	08/25/2022	Morgan Alarm Co., Inc	\$2,865.10
68228	08/25/2022	All Star Rents	\$296.01
68229	08/25/2022	A & E Emaar Company	\$3,487.50
68230	08/25/2022	ABC Napa Valley Sewer & Drain	\$280.00
68231	08/25/2022	Lindsey Adams	\$110.00
68232	08/25/2022	AT&T	\$152.50
68233	08/25/2022	Bay Area Driving School	\$273.00
68234	08/25/2022	Big Creek Lumber & Building Material	\$265.53
68235	08/25/2022	Break It Down Soul Line Dance	\$153.00
68236	08/25/2022	Clark Pest Control	\$135.00
68237	08/25/2022	Michelle Colombini	\$134.40
68238	08/25/2022	Comcast	\$183.14
68239	08/25/2022	Complete Welders Supply	\$21.38
68240	08/25/2022	Eric Dawson	\$250.00
68241	08/25/2022	Liberty DeLeon	\$50.00
68242	08/25/2022	Dog Waste Depot	\$831.76
68243	08/25/2022	Melinda Draper	\$400.00
68244	08/25/2022	Vorn Ear	\$50.00
68245	08/25/2022	FASTSIGNS-American Canyon	\$957.89
68246	08/25/2022	Mercedes Gonzalez	\$130.00
68247	08/25/2022	Green Valley Aloha Saw & Mower	\$482.00
68248	08/25/2022	Robert Half	\$4,564.00
68249	08/25/2022	Stephanie Herriman	\$83.75
68250	08/25/2022	Charlotte Hoppe	\$50.00
68251	08/25/2022	Karen Houston	\$450.00



# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68252	08/25/2022	Jack & Jill	\$93.00
68253	08/25/2022	Jason Jones	\$360.00
68254	08/25/2022	Arielle Keating	\$31.90
68255	08/25/2022	Jeanie Keppel	\$100.00
68256	08/25/2022	Derrick Leonard	\$90.00
68257	08/25/2022	Les Schwab Tires	\$1,311.34
68258	08/25/2022	Lincoln Aquatics	\$573.61
68259	08/25/2022	Steven Logoteta	\$45.00
68260	08/25/2022	Virlynda Luciano	\$55.80
68261	08/25/2022	M & M Sanitary LLC	\$357.64
68262	08/25/2022	Lorna Mandap	\$266.00
68263	08/25/2022	Giana Meija	\$100.00
68264	08/25/2022	Minuteman Press	\$253.40
68265	08/25/2022	Municipal Resource Group, LLC	\$900.00
68266	08/25/2022	Jackie Orellana	\$50.00
68267	08/25/2022	Porter Scott	\$1,320.00
68268	08/25/2022	Jacalyn E Robinson	\$289.80
68269	08/25/2022	Theodore Rocha	\$510.00
68270	08/25/2022	RRM Design Group	\$9,252.50
68271	08/25/2022	The Office City	\$187.92
68272	08/25/2022	Tru Green	\$620.00
68273	08/25/2022	Uline Shipping Supplies	\$2,298.71
68274	08/25/2022	Frankie Valentine-Flores	\$426.00
68275	08/25/2022	Vallejo Project	\$300.00
68276	08/25/2022	Maria Vargas	\$130.00
68277	08/25/2022	Verizon Wireless	\$1,463.07
68278	08/25/2022	Vallejo Jr Jaguars	\$400.00
68279	08/25/2022	Deanine R Wheeler	\$40.00
68303	08/26/2022	SEIU LOCAL #1021	\$215.10
68280	08/29/2022	Laura Bowers	\$153.53
68281	08/29/2022	Eileen Brown	\$283.00
68282	08/29/2022	Deberah Carey	\$153.53
68283	08/29/2022	Kerry Carmody	\$153.53
68284	08/29/2022	Richard Conzelman	\$724.26
68285	08/29/2022	Jose Famalette	\$153.53
68286	08/29/2022	Patricia Gloyd	\$153.53
68287	08/29/2022	Cynthia Hewitt	\$214.63
68288	08/29/2022	Jerome Lohr	\$341.59
68289	08/29/2022	Prisco Manglona	\$153.53
68290	08/29/2022	Roger Maryatt	\$153.53
68291	08/29/2022	Jeremias Morgado	\$153.53
68292	08/29/2022	Sidney Nickolas	\$153.53
68293	08/29/2022	Randy Nicks	\$283.00
68294	08/29/2022	Nancy Ortiz	\$153.53
68295	08/29/2022	Steve Pressley	\$153.53
68296	08/29/2022	Francis Radziewicz	\$153.53
68297	08/29/2022	Joan Russell	\$153.53
68298	08/29/2022	Anita Sailas	\$234.53
68299	08/29/2022	Barbara Schmidt	\$283.00
68300	08/29/2022	Audrey Tucker	\$153.53
68301	08/29/2022	Adeline Varni	\$153.53
68302	08/29/2022	Angelito Or Loana Claudio	\$1,078.00
68304	08/31/2022	Pitney Bowes	\$58.02
68305	08/31/2022	Adriel Aquisap	\$100.00
68306	08/31/2022	B & G Tires Of Vallejo	\$40.25
68307	08/31/2022	Miguel Bernal	\$750.00

# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
68308	08/31/2022	BHI Management Consulting	\$1,300.00
68309	08/31/2022	Big Creek Lumber & Building Material	\$68.90
68310	08/31/2022	Mary Brown	\$189.00
68311	08/31/2022	City Of Vallejo	\$3,448.73
68312	08/31/2022	Commercial Pool Systems, Inc	\$8,494.46
68313	08/31/2022	Crusader Fence	\$24,976.00
68314	08/31/2022	EZ Tree, Inc.	\$1,660.00
68315	08/31/2022	John Gatdula	\$400.00
68316	08/31/2022	Robert Half	\$2,282.00
68317	08/31/2022	Jack & Jill	\$216.50
68318	08/31/2022	Lincoln Aquatics	\$711.46
68319	08/31/2022	Ring Central Inc.	\$865.62
68320	08/31/2022	Antony Ryans	\$103.50
<b>Bank Totals</b>			<b>\$769,776.00</b>

### Report Selection Criteria

<b>Bank Account:</b>	GEN	<b>End</b>	GEN
<b>Date Range:</b>	Custom		
<b>Item Date:</b>	08/01/2022	<b>End</b>	08/31/2022
<b>Document Number:</b>	Start	<b>End</b>	End
<b>Payee:</b>	Start	<b>End</b>	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

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### **BOARD COMMUNICATION**

**Date: September 8, 2022**

**TO:** Board Chairperson and Directors

**FROM:** Gary Heppell, Legal Counsel

**SUBJECT:** Discussion on expired license agreement date May 1, 2006 between the Greater Vallejo Recreation District and Alternatives Counseling and Coaching.

### BACKGROUND AND DISCUSSION

The GVRD board has begun the process of deciding what to do with McIntyre Ranch, a largely undeveloped parcel of land it owns in the hills of northeast Vallejo. Since purchasing the property in 1986 GVRD has been unable to develop the property as a public park due to access issues. The board established the McIntyre Ranch Ad-Hoc Committee to explore alternatives, gain public input, and ultimately make a recommendation to the board as to the future of the property.

An interim consideration for the committee and the board is the expired license agreement between GVRD and Alternatives Counseling and Coaching (an entity which may or may not exist any longer; it is not registered with the California Secretary of State). For the sake of simplicity, the present occupants of the property will be referred to individually as Diane Davis and Jane Mitchell. Davis and Mitchell entered into their occupancy under a license agreement dated May 1, 2006. Unlike a lease, a license conveys no rights in the real property, but merely allows access for a particular purpose. The license agreement with Davis and Mitchell expired years ago but the occupants have held over.

Mitchell has horses at the property and gives riding lessons to children. Davis is a licensed therapist who sees clients at the property. She also lives there, at least part-time. Neither commercial pursuit shares any revenue with GVRD. Occasionally children's activities at the property have been listed in GVRD's Activity Guide.

Davis and Mitchell have developed a garden and a small wool-spinning operation. They see a value in teaching related skills to children.

Under the license agreement Davis and Mitchell were obligated to provide certain services, such as maintenance. They have done some maintenance work but the primary benefit to GVRD of their occupancy is their presence, as a deterrent to trespassers. They pay no license fees to GVRD.

While the ad-hoc committee gathers information and public comment, the board must decide whether to terminate the present occupancy or let it continue under a new and revised license agreement. If the Board is inclined to enter into a new license agreement with Davis and Mitchell the following matters should be addressed, among others:

- Proper identities (personal or entity) of the occupants
- License fees and/or specific and measureable maintenance obligations
- Revenue sharing
- Personal liability of the occupants for contract obligations
- Will licensees be allowed to live (including part-time) at the property
- Condition and safety of the buildings at McIntyre Ranch
- Revocability of license
- Insurance covering the proper persons and entities, and in adequate amounts
- GVRD, not the licensees, must control access to the property in terms of which individuals or groups are allowed to conduct activities at the property
- GVRD must be sure that all individuals and groups conducting activities at the property operate in a fair and non-discriminatory manner
- All activities at the property should be GVRD activities
- All individuals and groups conducting activities at the property must be adequately insured and the insurance must protect GVRD
- Whether to hire a caretaker, and if so, under what terms

### RECOMMENDATION

The board should discuss whether to propose a new license agreement to the present occupants or terminate their occupancy.

### ALTERNATIVES CONSIDERED

Consideration of alternatives is the purpose of this agenda item.

### COST

Ultimately any cost will depend on what the board decides to do.

### COMMITTEE REVIEW

This item has been placed on the board agenda by the McIntyre Ranch Ad-Hoc Committee in order to get board direction with regard to the 2006 license agreement.

ENVIRONMENTAL REVIEW

Not applicable.

PROPOSED ACTION

Discuss and give direction to the ad-hoc committee.

DOCUMENTS AVAILABLE FOR REVIEW

License agreement between GVRD and Alternatives Counseling and Coaching dated May 1, 2006.

## LICENSE AGREEMENT

This License Agreement is entered into on May 1, 2006, by and between THE GREATER VALLEJO RECREATION DISTRICT, hereinafter referred to as LICENSOR, and ALTERNATIVES COUNSELING AND COACHING, hereinafter referred to as LICENSEE, in reference to the following particulars.

### RECITALS

- A. LICENSOR is a political subdivision of the State of California, to wit, a recreation district providing recreational services to the citizens of the district, and the owner of certain property commonly referred to as McIntyre Ranch;
- B. LICENSEE is a partnership developed for the dual purpose of providing equine assisted psychotherapy (EAP) for adults and children, and horsemanship experiences for non-riders;
- C. LICENSEE shall be appropriately licensed by state/federal agencies to provide the psychotherapy, to include, but not limited to, certification by EAGALA and obtain appropriate business and/or related license(s) required by the County of Solano and/or City of Vallejo;
- D. LICENSEE wants to utilize the McIntyre Ranch to implement programs providing alternatives to traditional therapy for at risk children and families consisting of psychotherapy; environmental education; basic horsemanship; ranch experience; and collaborative purposes with other organizations which is/are not inconsistent with the goals and/or services provided by LICENSOR;
- E. LICENSEE will establish an IRS 501(c)(3) not for profit public benefit corporation for the purpose of generating and receiving funding for the renovation and maintenance of McIntyre Ranch and the support of education programs for the general public;
- F. In implementing the programs aforementioned, LICENSEE shall teach basic horsemanship skills requiring that horses be boarded on the property as part of the program(s); and,
- G. LICENSEE understands that LICENSOR presently has an agreement to board horses at the McIntyre Ranch with BETH SINGZON, hereinafter SINGZON, and agrees to coordinate the use of the property and activities with SINGZON and LICENSEE to utilize the property effectively on a joint basis.

NOW, THEREFORE, the parties agree as follows:

COPY  
12

1. Property:

LICENSOR is the owner of certain real property situated in the City of Vallejo, County of Solano, State of California, commonly referred to as the McIntyre Ranch, hereinafter referred to as the PROPERTY, and more particularly described in Exhibit A, which is attached to this Agreement and hereby incorporated by reference herein.

2. Grant of License:

In consideration of the payments as more fully described in paragraph 3 below, LICENSOR grants to LICENSEE a license, hereinafter referred to as the LICENSE, to perform the following acts on the PROPERTY:

- a. Provide psychotherapy to disadvantaged youth, children and adult crime victims;
- b. Conduct environmental education programs for youth and adults;
- c. Conduct educational programs in basic horsemanship, ranch experience and other related programs to the general public through the GREATER VALLEJO RECREATION DISTRICT;
- d. Provide related collaborative programs with community organizations, Solano Land Trust, and local corporations;
- e. Provide alternatives to traditional therapy to at risk children and families;
- f. Board not more than five (5) horses on the PROPERTY unless and until SINGZON removes boarded horses, at which time LICENSEE may board one additional horse for every horse SINGZON removes, to a maximum total of eight (8) horses boarded by LICENSEE;
- g. Provide EAP, riding and horse training activities on the PROPERTY; and,
- h. Conduct related activities consistent with the goals of LICENSOR and LICENSEE.

3. Compensation:

LICENSEE shall pay to LICENSOR as and for the use of the PROPERTY not less than the sum of Eighteen Thousand Dollars (\$18,000.00) for the term of this License. Said compensation shall be in the form of improvements to the PROPERTY. The improvements in the first year of the License shall be as set forth below and in the order of priority as set forth below, to wit:

- a. Provide utilities to a caretaker's trailer;

- b. Ensure that ALTERNATIVES COUNSELING AND COACHING's use area as set forth in green on the map attached hereto as Exhibit B and incorporated by reference herein is safe for its intended use;
- c. The white barn on the PROPERTY be renovated for secure storage;
- d. Provide a source of permanent water to pasture areas;
- e. Ensure that all areas in blue as set forth in Exhibit B and in the PROPERTY boundaries are safe for their intended use; and,
- f. Reclaim all landscape areas noted in red on Exhibit B.

All improvements to the PROPERTY by LICENSEE shall be done in a manner consistent with state of the art, sound environmental practices and shall be at the sole expense of LICENSEE. Said above listed improvements shall be completed no later than April 30, 2007.

4. Utilities:

LICENSEE shall pay for the electricity service for the PROPERTY and hold LICENSOR harmless therefrom. The account for the electricity shall be in the name of LICENSEE and a separate meter shall be obtained. LICENSOR shall pay for water to the PROPERTY. LICENSEE will remove its own trash from the PROPERTY at its expense.

LICENSEE may utilize the septic system on the property; however, before first doing so, must obtain, at its own expense, appropriate inspections of the system, and the use of the system will be at the sole expense of LICENSEE.

5. Incidental Rights:

The License includes the following incidental rights to use the PROPERTY:

- a. Move in and utilize a self-contained mobile home on the PROPERTY on a location approved by LICENSOR;
- b. LICENSEE shall provide an on-site caretaker at its own expense during the term of the License; and,
- c. LICENSEE shall coordinate the use of the License with SINGZON and any other person/entity utilizing the PROPERTY with the authority of LICENSOR.

In exercising these rights, LICENSEE must use reasonable care and may not unreasonably increase the burden on the PROPERTY.



6. License Non-assignable:

This License is personal to the LICENSEE and shall not be assigned. Any attempt to assign the License shall automatically terminate it. No legal title or leasehold interest in the PROPERTY is created or vested in LICENSEE by the grant of this License.

7. Term:

This License shall be for a term of one (1) year, commencing on the date of this License and terminating on April 30, 2007.

This License may be reviewed at the request of LICENSEE in writing not less than sixty (60) days prior to its expiration, provided that the compensation as set forth in paragraph 3 has been substantially completed. Thereafter, at the discretion of LICENSOR, the License may be extended for a period of one (1) year upon the conditions that any uncompleted compensation as set forth in paragraph 3 be completed by the end of the initial term of this License and an agreement is reached by the parties on compensation for the additional year.

8. Indemnity:

LICENSEE, as a material part of the consideration to be rendered to LICENSOR under this License, waives all claims against LICENSOR for damages to all personal property in, on, or about the PROPERTY, and for injuries to persons in, on, or about the PROPERTY from any cause arising at any time. Further, LICENSEE agrees to hold LICENSOR exempt and harmless for and on account of any damage or injury to any person or personal property of any person arising from (a) LICENSEE's use of the PROPERTY or (b) LICENSEE's failure to keep the PROPERTY and surrounding areas clean and in good condition. LICENSOR shall not be liable to LICENSEE for any damage by or from any act or negligence of any other occupant of the PROPERTY or any occupant of adjoining or contiguous property. LICENSEE agrees to pay for all damages to the PROPERTY, as well as all damage to occupants of the PROPERTY and to the property of those occupants caused by LICENSEE's misuse or neglect of the PROPERTY.

9. Insurance:

During the term of this License, LICENSEE shall maintain in full force and effect at LICENSEE's own cost and expense, the following insurance coverage:

- a. LICENSEE's liability insurance providing bodily injury liability limits of not less than One Million Dollars (\$1,000,000.00) for each occurrence, and personal injury limits of not less than One Million Dollars (\$1,000,000.00) for each occurrence with a general aggregate limit of One Million Dollars (\$1,000,000.00) for claims which may arise from the operation of LICENSEE in the performance of this License. This insurance must also include not less than One Million Dollars (\$1,000,000.00) coverage for product.

- b. Automobile liability insurance covering all vehicles used in the exercise of this License, including hired vehicles and non-owned vehicles, which insurance provides bodily injury liability limits of not less than Five Hundred Thousand Dollars (\$500,000.00) for each person and One Million Dollars (\$1,000,000.00) for each occurrence, and property damage liability limits of not less than Five Hundred Thousand Dollars (\$500,000.00) for each occurrence with an aggregate limit of Five Hundred Thousand Dollars (\$500,000.00) for claims which may arise from the operation of LICENSEE in the performance of this License.
- c. LICENSEE shall complete and file with LICENSOR's office within fifteen (15) days of the execution of this License, and prior to engaging in any operation or activity set forth in this License, certificates of insurance which shall provide that no cancellation, major change in coverage, or expiration by the insurance company will be made or allowed during the term of this License without thirty (30) days written notice to LICENSOR prior to the effective date of such cancellation or change in coverage. In addition thereto, LICENSEE shall file an appropriate certificate of insurance evidencing compliance with the requirements of insurance, said certificate to be filed within fifteen (15) days of the execution of this License and prior to engaging in any operation or activity set forth in this License.

Therapists providing therapy pursuant to this License shall provide LICENSOR with proof of professional liability insurance in the amount of not less than Five Hundred Thousand Dollars (\$500,000.00).

10. Workers' Compensation:

LICENSEE will comply with Labor Code Sections 3700, *et seq.*, requiring LICENSEE to obtain Workers' Compensation Insurance at its own cost.

11. Discrimination Policy:

LICENSEE agrees that no discrimination shall be made in the employment of person(s) or in providing services to person(s) because of race, color, sex, religion, sexual preference, or national origin of such person.

12. Not for Profit Public Benefit Corporation:

LICENSEE will establish an Internal Revenue Code 501(c)(3) not for profit public benefit corporation, hereinafter referred to as the CORPORATION, for the purpose of generating and receiving funding for the renovation and maintenance of McIntyre Ranch. In the event that at the termination of this License there shall be funds and/or materials obtained by the CORPORATION and/or LICENSEE for the renovation and maintenance of McIntyre Ranch, those funds and/or materials shall become the property of the GREATER VALLEJO RECREATION DISTRICT PARKS AND OPEN SPACE FOUNDATION, an Internal Revenue Code Section 501(c)(3) not for profit corporation. LICENSEE agrees to

insert the above language into the bylaws/documents creating the CORPORATION so that the CORPORATION will be bound by this provision.

13. Examination of PROPERTY:

LICENSEE has, by careful examination, ascertained:

- a. The nature and location of said PROPERTY;
- b. The conformation of the ground upon which said License shall be exercised;
- c. All areas of the PROPERTY have not been improved and are not ready or safe for use by the public;
- d. LICENSEE's clients shall only be allowed access to areas which have been improved and are safe for their intended use, to include those areas utilized by SINGZON;
- e. Should LICENSEE have any concerns regarding which areas have been improved and are safe for use by their clients, LICENSEE shall obtain that information from LICENSOR;
- f. The materials, equipment, and facilities utilized by the LICENSEE to complete the exercise of this License are appropriate for the needs of the LICENSEE, except as set forth herein;
- g. The general and local conditions pertaining to said License; and,
- h. All other matters which in any way may affect the exercise of this License by it.

LICENSEE enters into this License Agreement solely because of the result of such examination and not because of any representations pertaining to said License or the completion thereof made to it by LICENSOR or any of its agents and not contained in this License Agreement.

14. Arbitration and Attorneys' Fees:

Should either party breach this License Agreement, any dispute shall be submitted to binding arbitration and the prevailing party will be entitled to reasonable fees and costs in any arbitration to enforce the terms of the License.

15. Termination of Occupancy:

On or before the termination date for this License specified in paragraph 7 of this License Agreement, LICENSEE shall remove all of its personal property from the PROPERTY and shall surrender possession of the PROPERTY to LICENSOR in good order and repair to

the satisfaction of LICENSOR, normal wear and tear excepted. All property affixed to the PROPERTY shall become the property of LICENSOR, to include, but not limited to, the improvements set forth in paragraph 3 above.

16. Entire Agreement:

This License Agreement constitutes the entire agreement between LICENSOR and LICENSEE relating to the License. Any prior agreements, promises, negotiations, or representations not expressly set forth in this License Agreement are of no force and effect. Any amendment to this License Agreement shall be of no force and effect unless it is in writing and signed by LICENSOR and LICENSEE.

Executed on \_\_\_\_\_.

LICENSOR:

THE GREATER VALLEJO RECREATION DISTRICT

By Shan McAffee  
May 15, 2006

LICENSEE:

ALTERNATIVES COUNSELING AND COACHING

By [Signature]  
May 12, 2006

By Karen Minick Howell  
12 May, 2006

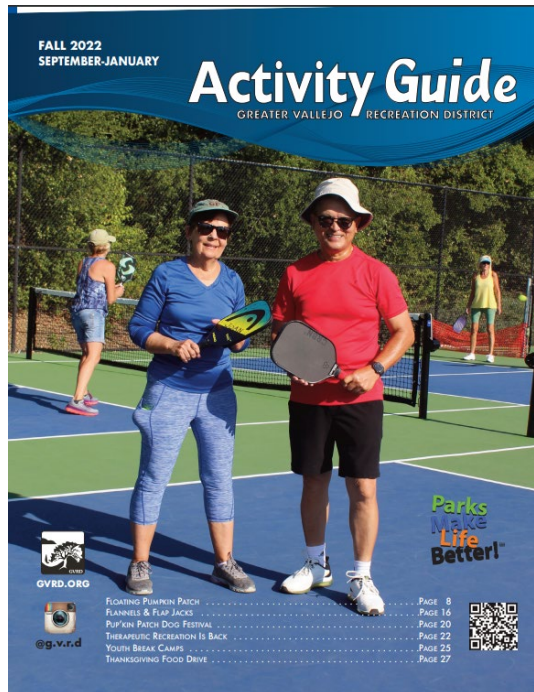
By J Mitchell  
12 May 2006



# Recreation Department Board Updates

9/8/2022

## Activity Guide:



- Fall Activity Guide is available electronically and at our facilities!

## Aquatics:

- After School at the Pool has begun. We have maximum enrollment for the month of August and are excited to operate this program throughout the school year.
- The final Dive-In Movie Night of the season will be on September 24, 2022. Doors will open at 7:45pm for those registered. The movie being shown is, "Encanto."
- The Department is currently looking for enthusiastic individuals to join the Aquatic team. Lifeguard positions are open amongst a number of other positions in the department.



### **Community Centers:**

- The South Vallejo Community Center will be used as a cooling shelter on Saturday and Sunday, September 3<sup>rd</sup>, and 4<sup>th</sup> from 2-7pm in preparation for an extreme heat wave.

### **Children's Wonderland & Community Events:**

- Wonderland Market hosted by Vallejo Project was held at CW park. The event brought the community together with food trucks, live music, and vendors.
- GVRD will be providing outreach and a Kids Zone at the BLM Mural Block Party on Saturday, September 24<sup>th</sup>.

### **Staffing:**

- Courtney Collier, Recreation Coordinator joined the GVRD team this past Tuesday. Courtney will oversee ExLP programs and Break Camps.

**Sports:**

- The Department interviewed several candidates for the Sports Asst. Coordinator position. A top candidate has been selected to move forward in the hiring process.

**Youth Services:**

- The Department is continuously interviewing candidates to fill vacancies in both Kids Club and ExLP programs.



## Human Resources Board Update

09/08/2022

### Personnel Update:

#### Open Positions

- Senior Lifeguard – PT (70% vacancy)
- Pool Specialist – PT (Currently at 100% capacity)
- Visitor Services Monitor – PT (57% vacancy)
- Center Monitor – PT – (30% vacancy)
- Maintenance Worker I – FT (31% vacancy)
- Lifeguard Swim Instructor – PT (10% Vacancy)
- EXLP/Kid's Club/Camps Recreation Leader – PT (56% vacancy)
- Parks Maintenance Worker – PT (67% vacancy)

### Covid-19:

- CDC has updated and streamlined their recommendations for all persons, regardless of vaccination status, regarding covid-19 exposure. Per the CDC update it's important to:
  - Continuing to promote the importance of being [up to date with vaccination](#) to protect people against serious illness, hospitalization, and death. Protection provided by the current vaccine against symptomatic infection and transmission is less than that against severe disease and diminishes over time, especially against the currently circulating variants. For this reason, it is important to stay up to date, especially as new vaccines become available.
  - Updating its guidance for people who are not up to date on COVID-19 vaccines on what to do if exposed to someone with COVID-19. This is consistent with the existing guidance for people who are up to date on COVID-19 vaccines.



- Recommending that instead of quarantining if you were exposed to COVID-19, you wear a high-quality mask for 10 days and get tested on day 5.
- Reiterating that regardless of vaccination status, you should isolate from others when you have COVID-19.
  - You should also isolate if you are sick and suspect that you have COVID-19 but do not yet have test results.
- If your results are positive, follow CDC’s full isolation recommendations.
- If your results are negative, you can end your isolation.
  - Recommending that if you test positive for COVID-19, you stay home for at least 5 days and isolate from others in your home. You are likely most infectious during these first 5 days. Wear a high-quality mask when you must be around others at home and in public.
    - If after 5 days you are fever-free for 24 hours without the use of medication, and your symptoms are improving, or you never had symptoms, you may end isolation after day 5.
    - Regardless of when you end isolation, avoid being around people who are more likely to get very sick from COVID-19 until at least day 11.
    - You should wear a high-quality mask through day 10.
  - Recommending that if you had [moderate illness](#) (if you experienced shortness of breath or had difficulty breathing) or [severe illness](#) (you were hospitalized) due to COVID-19 or you have a weakened immune system, you need to isolate through day 10.
  - Recommending that if you had [severe illness](#) or have a weakened immune system, consult your doctor before ending isolation. Ending isolation without a viral test may not be an option for you. If you are unsure if your symptoms are moderate or severe or if you have a weakened immune system, talk to a healthcare provider for further guidance.
  - Clarifying that after you have ended isolation, if your COVID-19 symptoms worsen, restart your isolation at day 0. Talk to a healthcare provider if you have questions about your symptoms or when to end isolation.
  - Recommending screening testing of asymptomatic people without known exposures will no longer be recommended in most community settings.

- Emphasizing that physical distance is just one component of how to protect yourself and others. It is important to consider the risk in a particular setting, including local COVID-19 Community Levels and the important role of ventilation, when assessing the need to maintain physical distance.

Actions to take will continue to be informed by the [COVID-19 Community Levels](#), launched in February. CDC will continue to focus efforts on preventing severe illness and post-COVID conditions, while ensuring

## **Training**

- HR is in conversation with several DEIB providers to find a best fit to work with GVRD staff on DEIB training
- HR is working with outside consultant to provide Trust Training to all GVRD FT Staff

## **Joint Labor Management**

- HR Manager, GM and other department heads meet regularly with Unions to collaborate on various needs



## Finance Department Board Updates

09/8/22

### **Move to new office suite in 401**

- With a move date of 9/27/22, we are preparing to take up residence in our newly remodeled suite in 401. We are carefully packing everything in preparation for the move. We have been consulting the Records Retention Schedule for Special Districts requirements in order to clear out items no longer needed. Some items will go to long term storage, others will be destroyed. After more than 25 years in this building, I am feeling a little nostalgic about leaving it. However, we are all looking forward to setting up our new offices.

### **Annual Report**

- Completed and submitted reports/info for the 2021-2022 Annual Report.

### **Public Records Request**

- Compiled and submitted requested documentation for public records request.

### **Increase to Part Time Wages**

- Continuing to work with the GM to review our part time pay scale in anticipation of the California raise to the minimum wage effective January 2023.

### **Staff Training**

- We are looking into training for the Finance Department staff – including refresher for Cougar Mountain Software along with others we deem beneficial to our department.



## Maintenance Department Board Update

9/8/22

### Parks and Facilities

- Dan Foley Park
  - VWA will be doing volunteer work removing tules from the Lake shoreline on September 10<sup>th</sup>.
- Wardlaw Dog/Skate Park
  - Contractor completed the renovations of the restrooms.
- Cunningham Pool
  - We received one of the pool heaters, and the contractor will be installing it soon.
- Hiddenbrooke Park
  - Contractor begun on the conversion of the bocce ball courts.
- Picnic Tables
  - Received new picnic tables; staff installed the tables at Glen Cove, Hanns Park, and BRS.
- Coastal Cleanup
  - Coastal cleanup is scheduled for September 17<sup>th</sup>; Parks included in the cleanup are BRS, Dan Foley, Glen Cove Waterfront, Hanns, Lake Dalwigk, Delta Meadows, and River Park.
- Staff Recruitment
  - We offered the Lead Worker position and will be having second round of interviews for the Maintenance Worker positions.

# BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
<b>395/401 Renovations</b>				<input type="radio"/>	
Design Phase	1/1/2018	6/1/2021	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2019	6/1/2020	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	12/23/2021	12/1/2022	50%	<input type="radio"/>	Contractor is making progress on the new finance offices, the offices are painted, and they are working in the installation of the new lights.
<b>VCC Kitchen</b>					
Design Phase	1/1/2015	8/1/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	8/1/2019	8/1/2021	100%	<input checked="" type="checkbox"/>	
Engineer's cost estimate	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Proposed Board Approval	8/12/2022	11/18/2021	100%	<input checked="" type="checkbox"/>	
RFP	1/7/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
Build	4/18/2022	10/1/2022	70%	<input type="radio"/>	Contractor continues working on the installation of the new appliances, and the ADA improvements on the outside.
<b>Dan Foley Cultural Center Upgrades</b>					
Phase design	7/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	8/1/2021	12/30/2022	80%	<input type="radio"/>	Baffle install scheduled for first two weeks in December.
<b>Richardson Electrical Upgrade</b>					

Design Phase	3/1/2020	1/28/2022	100%	✓	
Permit Issued	2/3/2022	2/11/2022	100%	✓	
RFP	2/14/2022	3/31/2022	100%	✓	
Build	6/1/2022	10/30/2022	50%	○	Trenching and conduit runs complete; waiting for new equipment and PG&E work.
<b>Cunningham Pool ADA</b>					
Design Phase	11/1/2020	1/28/2022	100%	✓	City staff informed us that they will be issuing the permit to do the building upgrades, and they will work on finalizing the plans for the parking lot improvements.
Permit Issued	6/1/2022	8/5/2022	100%	✓	Permit was issued from the City.
RFP	9/15/2022	10/29/2022		○	Will be working on the RFP.
Build	11/1/2022	12/1/2022		○	
<b>Grant Mahony Park Lighting</b>					
Design/Assessment Phase	9/1/2021	2/28/2021	100%	✓	
Permit Issued	2/1/2022	2/16/2022	100%	✓	City issued the permit for the Park lighting.
RFP	4/1/2022	4/29/2022	100%	✓	
Build	6/20/2022	8/1/2022	80%	○	Conduit and trenching complete; waiting on the lights to arrive.
<b>PB Projects</b>					
Design Phase	1/1/2020	3/24/2020	100%	✓	City postponed the projects on 2020 due to the pandemic.
RFP	5/2/2021	6/20/2021	100%	✓	
Build	11/12/2021	9/30/2022	90%	○	SVCC project is completed; contractor is making progress on completing Setterquist project soon.
<b>Hanns Park Disc Golf</b>					
Design Phase	3/1/2021	9/27/2021	100%	✓	
Equipment	8/26/2021	9/1/2021	100%	✓	
Build	10/6/2021	9/30/2022	90%	○	Staff installed the new signs; working on the welcome sign.
<b>Terrace Park Playground</b>					

Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	6/30/2022	100%	<input checked="" type="checkbox"/>	Received all the proposals and designs; staff will working with the vendor on revisions of the designs.
Build	10/1/2022	12/31/2022	0%	<input type="checkbox"/>	