



GREATER VALLEJO RECREATION DISTRICT

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

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron Bowen
Adjoa McDonald
Rizal Aliga

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

November 18, 2021

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) **Presentations:**
 - A) **Congratulations to Dave Flowers, Parks Maintenance Worker on his Retirement (Salvador Nuno)**
 - B) **CalPERS Pension Liability by Oppenheimer Company, Inc.**
- 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-October 28, 2021**
 - B) **Accept Programs and Publicity Committee Minutes-October 4, 2021**
 - C) **Accept Programs and Publicity Committee Minutes-November 1, 2021**
 - D) **Accept Budget and Finance Committee Minutes-October 18, 2021**
 - E) **Accept Facility and Development Committee Minutes-October 18, 2021**

8) Financials:

- A) Approve Financial Statement as of 10/31/2021 (Harman)**
- B) Approve Payment of Bills 10/1/2021 through 10/31/2021 (Harman)**
- C) Profit and Loss Statement – Colusa Street Property – Informational Item (Harman)**

9) New Business:

- A) Discussion on the Engineers Cost Estimate of \$669,933 for Kitchen, ADA, and Code upgrades at the Vallejo Community Center (Ryans/Nuno)**
- B) Approval to Move Forward with Kitchen, ADA and Electric Service upgrades at the Vallejo Community Center (Nuno)**
- C) Approve Cancellation of the December 23, 2021 Board Meeting due to the observed Christmas Eve Holiday (Pierson)**

10) Staff Reports:

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

11) Administrative Items:

Report on District Website (Lanusse)

12) Announcements and Comments from Board Members:

13) Meeting Adjourn:

Next meeting: December 9, 2021



Agenda 6-B

BOARD COMMUNICATION

Date: November 18, 2021

TO: Board Chairperson and Directors

FROM: Gabriel Lanusse, General Manager

SUBJECT: Information Regarding the CalPERS Pension Liability

BACKGROUND OF CSDA FINANCE CORPORATION

The CSDA Finance Corporation ("CSDAFC") is an affiliate organization to the California Special Districts Association ("CSDA"). It was established in 1988 as a 501 (c) (4), public benefit corporation designated to facilitate financings for special districts as well as other local government agencies.

The CSDAFC has a team of municipal financial consultants that provide financing services to CSDA member agencies. The benefit of using a CSDAFC consultant is the CSDA has a responsibility to its member agencies to only recommend providers that have an impeccable reputation, extensive experience, and a successful track record for this specific type of work.

BACKGROUND ON CALPERS UAL

In order to address the District's growing pension costs, staff has been working on strategies to fund current and future pension liabilities. On October 18, 2021, the Board's Finance Committee had a study session and heard presentations from UFI and Brandis Tallman, providing a thorough pension liability assessment and outlining strategies to address pension costs. It has been determined that it is favorable to hire a financing team at this time, and begin working to initiate a lender RFP process for a direct placement method of sale to refinance the District's Unfunded Accrued Liability ("UAL") with CalPERS.

FINANCING DISCUSSION

Based on the information staff and the finance committee members received at the October 18th presentation, it is their recommendation that the District proceed with a refinancing of the UAL which will reduce the interest rate from 6.8% to around 3.50%. Given the small size of the transaction, UFI recommended at the October 18th presentation

that the most cost-effective strategy would be to refinance the UAL via a direct placement method of sale. A direct placement is a loan with a single lender, as opposed to issuing securities in the public bond market. The direct placement method of sale will afford the District lower issuance costs, less staff time, and the ability to lock in the interest rate to hedge against ongoing market fluctuation.

Upon approval of the financing team, Brandis Tallman will administer an RFP to solicit bids from a number of banks. The bids will be reviewed by UFI who will make a recommendation to the District of whom to select as lender. Following lender selection, the financing team will negotiate terms and conditions with the lender. Kutak Rock will draft legal documents that correspond with the term sheet submitted by the winning lender.

RECOMMENDATION

The Board of Directors (the “Board”) select CSDA Finance Corporation (“CSDAFC”) consultants Brandis Tallman A Division of Oppenheimer & Co. (“Brandis Tallman”) to serve as the placement agent, Kutak Rock to serve as bond counsel, CSDAFC to serve as the non-profit counterparty and CSDA Affiliate member Urban Futures Inc. (“UFI”) to serve as municipal advisor, and approve necessary proceedings for lease purchase financing of the Greater Vallejo Recreation District’s, (“the District”) Unfunded Actuarial Liability (“UAL”) with CalPERS.

NEXT STEPS

In order to expand on the UAL analysis that has already been done and prepare documentation required to distribute a lender RFP and draft the legal documents to refinance the District’s UAL, it is necessary to engage a financing team. Members of the financing team include:

Municipal Advisor (UFI) – Fiduciary to District; structures transaction; assures that fiscal and policy interests are protected; manages financial transaction details.

Bond Counsel (Kutak Rock) – Special Counsel to District; prepares all legal documentation; assures financing is valid and legally binding.

Placement Agent (Brandis Tallman) – Sources capital; administrates a lender RFP to obtain the most aggressive financing pricing and best financing terms.

If the Board approves contracts for the above parties, the process of refinancing the District’s UAL will begin. The final structure of the refinancing and associated savings will be brought back for Board approval at the December meeting. This will include the results from the lender RFP process and the compliment of associated legal documents. Completion of the refinancing can be expected in early 2022.

Upon closing, proceeds from the financing will be sent to CalPERS to pay off the District’s UAL in full. Cash flow savings are anticipated to begin in the next fiscal year.

LEGAL DOCUMENT DESCRIPTION

Per California State law, the District does not have the power to enter into a financial agreement that obligates it beyond the current fiscal year without a validation action or 2/3 approving vote of its electorate, unless it can satisfy one of the accepted and long standing exceptions to the debt limit. The exception applicable here is known as the “lease exception” to the constitutional debt limit.

If the District’s long-term payment obligation is structured as a lease and its payment obligation is strictly in exchange for its beneficial use and or occupancy of the leased asset, the agreement can extend beyond the end of the fiscal year. However, if the District does not have beneficial use and occupancy of the leased asset, its payment obligation “abates” and such abatement of payments is not a default under the lease. Therefore, in order to legally secure the UAL refinancing, the District will need to enter into a real property lease structure.

Real Property Lease. The real property lease structure is secured with an essential purpose asset of the District’s, such as a community center or administrative building. The debt service payments are annually appropriated, made from any lawfully available funds. The real property asset must have equal or great value to the financing amount. This structure is widely accepted by lenders and has been utilized by hundreds of agencies in California.



GREATER VALLEJO RECREATION DISTRICT

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

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron Bowen
Adjoa McDonald
Rizal Aliga

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. *Due to the current closure of the district office, documents will be available electronically at <https://www.gvrd.org/about-us/agendas-minutes/>

Greater Vallejo Recreation District Board of Directors

MINUTES

October 28, 2021 – 395 Amador Street

6:30 p.m.

1) **Call to Order:**

Chairperson Briseno called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., October 28, 2021, in the Board Room of the Greater Vallejo Recreation District Office, 395 Amador Street, Vallejo, California.

2) **Pledge of Allegiance:**

3) **Roll Call:**

Present: Chairperson Robert Briseno, Vice-Chairperson Gary Salvadori, Directors; Adjoa McDonald, Ron Bowen, and Rizal Aliga (arrived 6:31pm)

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

Excused: Recreation Superintendent, Antony Ryans; General Manager, Gabe Lanusse

4) **Approval of Agenda:**

Director McDonald offered the motion, seconded by Director Salvadori to approve the agenda. Director Aliga was absent for the vote. Motion passed.

5) **Public Comment:**

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

None

6) 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-October 14, 2021

B) Accept Policies and Personnel Committee Minutes-Oct. 12, 2021

Director Salvadori offered the motion seconded by Director McDonald to approve the Consent Calendar. Motion passed unanimously.

7) Financials:

Approve Proposed Part-Time Pay Range Table (Harman)

Chairperson Briseno left the room for this item due to a conflict of interest. Vice-Chair Salvadori took over the meeting. Director McDonald offered the motion, seconded by Director Aliga to approve the Proposed Part-Time Pay Range Table. Chairperson Briseno was excluded from the vote. Motion passed.

8) New Business:

Approve and Adopt the 10-Year Master Plan (Milkes)

Chairperson Briseno took over the meeting. Consultant Jeff Milkes was in attendance for questions. Director Bowen offered the motion, seconded by Director Salvadori to Approve and Adopt the 10-Year Master Plan. Motion passed unanimously.

9) Staff Reports-Informational Only:

A) Maintenance Superintendent

- Provided updates on the Disc Golf project at Hanns Park, storm damage, and construction at 395/401 Amador Street.
- Announced a cleanup event happening at the Glen Cove Waterfront Park on November 6th.
- Announced a community Halloween event taking place at City Park on October 31st.

B) Finance Director

- Provided an update on GVRD's application for a portion of the \$100 million in COVID-19 Fiscal Relief that is available from the State of California for Special Districts.
- Informed the board of property tax projections.

C) Human Resources

- Provided an update on recently filled vacant positions.
- Provided updates on COVID.

D) Recreation Department given by the Maintenance Superintendent

- Announced upcoming community events: Nightmare on Glenn Street and Turkey Kit Drive and Go.
- Provided an update on the Floating Pumpkin Patch event that was held at Cunningham Pool.

E) General Manager-No updates given.

10) Announcements and Comments from Board Members:

Director Salvadori passed along a compliment he received regarding Blue Rock Springs Park.

Director Bowen had a couple follow questions regarding the 10-Year Master Plan.

11) Meeting Adjourn:

Director Aliga offered the motion, seconded by Director McDonald to adjourn the meeting at 7:15 p.m. Motion passed unanimously.

Ron Bowen, Board Secretary

Date



Agenda 7-B

BOARD COMMUNICATION

Date: November 18, 2021

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Programs and Publicity Committee meeting October 4, 2021

RECOMMENDATION

To accept the minutes from Programs and Publicity Committee from the October 4, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Programs and Publicity Committee Minutes from October 4, 2021



GREATER VALLEJO RECREATION DISTRICT

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron C. Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabe Lanusse

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

**Programs and Publicity Committee Minutes
Monday, October 4, 2021
9:00am
Administrative Office-Board Room
395 Amador Street**

In attendance: Director Bowen, General Manager Lanusse,
Recreation Supervisors Tawaratsumida, and
Interim Recreation Supervisor Mendoza

Meeting began at 9:00 am

- **Website Updates (Streamline)**
 - a. Streamline specializes on Special Districts such as GVRD.
 - b. Admin and Recreation Staff continue training and transferring information to new website.
 - c. Attached is a sample of the homepage, still under construction.
 - d. New GVRD website will go live late October/early November.
 - e. Director Bowen suggested to ensure a search feature is available and add direct registration links.
- **Activity Guide Updates**
 - a. New QR Code for digital Activity Guide posted at GVRD facilities and social media.
 - b. Spring 2022 production list coming up soon.
- **Aquatic Programs**
 - a. All group and private swim lessons are full until mid-October.
 - b. New Floating Pumpkin Patch at the Aquatics Complex scheduled October 23 & 24 has 40 registrations.

- **Children’s Wonderland**
 - a. Free admissions for Vallejo residents started on September 1st. Estimated attendance of 50 guests on weekdays, and 100-125 on weekends.
 - b. Concession sales has double the revenue with free admissions.
 - c. Every Saturday in October is booked for birthday parties.
 - d. 50 families attended the last Movie Night Under the Stars on October 16th to watch Casper.

- **Community Center Update**
 - a. COVID Testing site continues in the small meeting room. Request was received to remain open through December.
 - b. GVRD will process an invoice for Solano County to reimburse fees for janitorial services.
 - c. Contract classes resumed indoors at limited capacity and following Covid guidelines.
 - d. Vallejo Community Center and Foley Cultural Center reopened October 1st for indoor events.
 - e. North and South Vallejo Community Centers available for meetings and small gatherings.
 - f. Limited capacity and Covid guidelines in place for renters.

- **Community Events (Waterfront Weekend)**
 - a. Saturday, October 2nd, GVRD was present running the Kids Zone.
 - b. Staff promoted GVRD programs, distributed Activity Guides, and flyers.
 - c. Kids Zone included games, and giveaways.
 - d. GVRD Maintenance Dpt. Assisted with event set-up, tables & chairs.

- **Registration Software (Sportsman)**
 - a. New feature allows credit card refunds.
 - b. Staff is working on new procedures for financial assistance program (scholarships).

- **Sports Programs**
 - a. New session of National Academy of Athletics begins offering soccer, basketball, t-ball, and flag football.
 - b. Tennis classes full at maximum capacity with 10 participants.
 - c. Flag Football league is a hit with 16 participants.
 - d. Jr. Giants 2022 submission sent for GVRD to host next summer.

- **Sports Leases**
 - a. Finalizing Sports field application, and use agreement for groups such as tennis, pickleball, horseshoe club and bocce.

- **Youth Services**
 - a. Staff is working on expanding Kids Club programs at Glen Cove and Pennycook. Later plans to reopen Vallejo Charter and Steffan Manor.

- b. Youth Dept. continues interviewing on a regular basis for Recreation Leaders.
- **Vallejo City Unified School District (VCUSD) Grant Funded Programs (staffing)**
 - a. Programs are operating at limited capacity.
 - b. VCUSD new mandate of weekly Covid testing or proof of vaccination card starting October 15th.
 - c. Staff working with VCUSD to meet requirements and procedures.
- **Program Visits-Discussion**
 - a. General Manager, Gabe Lanusse reported that Director McDonald contacted Recreation Superintendent, Antony Ryans to visit/tour programs. Board members can make a request, similar to the parks tour. Director Bowen mentioned Board members can submit the request to him directly, not to GVRD employees. Programs are offered at multiple locations and different times, how the logistics will work with the members.

Adjourned at 10:00 am

Next Meeting: November 1, 2021



Agenda 7-C

BOARD COMMUNICATION

Date: November 18, 2021

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Programs and Publicity Committee meeting November 1, 2021

RECOMMENDATION

To accept the minutes from Programs and Publicity Committee from the November 1, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Programs and Publicity Committee Minutes from November 1, 2021



GREATER VALLEJO RECREATION DISTRICT

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron C. Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabe Lanusse

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

**Programs and Publicity Committee Minutes
Monday, November 1, 2021
9:00am
Administrative Office-Board Room
395 Amador Street**

In attendance: Director Bowen, Director McDonald,
Maintenance Superintendent Nuno, Recreation Supervisors Tawaratsumida,
and Interim Recreation Supervisor Mendoza

Meeting began at 9:00 am

- **Website Update (Streamline)**
 - a. Flyer announcing new look of GVRD website has been posted on social media.
 - b. Admin staff has been working with IT Support final details.
 - c. New website live starting today, November 1st.
- **Activity Guide Update**
 - a. Spring 2022 production list distributed to Recreation staff.
 - b. GVRD will print 2,000 Spring 2022 Activity Guides to be delivered to the Main Office.
 - c. Director McDonald suggested to post information and fees for advertisement on our new website and social media to increase ads.
- **Aquatic Programs**
 - a. 1st Annual Floating Pumpkin Patch was a success. A total of 55 kids and 40 adults attended the event on October 23 & 24.
 - b. Swim lessons ended mid-October for the season.
 - c. Lap swim continues with a consistent enrollment Monday-Saturday.

- **Children's Wonderland**
 - a. Nightmare on Glenn Street took place on Friday, October 29th. A huge success with 275 kids and 165 adults that pre-registered for this free event.
 - b. We made \$95 on souvenir sales (flashing mouthpieces, glow sticks & light sabers).
 - c. Park remains open through the end of November, closed on Tuesdays.
 - d. Starting in December, park opens Saturdays and Sundays only.
 - e. Hiring for Assistant Coordinator and Rec Leader positions.

- **Community Center Update**
 - a. Successfully completed the reopening and 1st month of indoor events. Foley Cultural Center had 3 events, Vallejo Community Center 2 event, and Norman C. King South Vallejo Community Center 1 event.
 - b. Security Guard Services Request for Quote closed on October 22nd with only 1 submission.
 - c. Foley Cultural Center will close mid-November through mid-January for renovations, including floors and sound panels.

- **Community Events**
 - a. Turkey Kit Drive-N-Go scheduled on Wednesday, November 24th.
 - b. Now accepting non-perishable food donations at the Vallejo Community Center and Cunningham Complex. Monetary donations available through GVRD PayPal account.
 - c. Donation letters sent to community partners.

- **Sports Programs**
 - a. Adult COED Softball league began on October 8th with 5 teams.
 - b. National Academy of Athletics new proposal for winter/spring programs, including indoor sports camp.
 - c. Met with horseshoe club to review the new user agreement.

- **Youth Services**
 - a. Glen Cove & Pennycook before school program cancelled due to low enrollment. These sites are still offering after school programs.
 - b. GVRD partnered with the testing site at the Norman C. King South Vallejo Community Center for free weekly testing for employees.

- **Field Scheduling for User Groups**
 - a. Sports field rental application form completed, waiting on final approval. New application will be required by all fields, courts, and pits requests.
 - b. Directors Bowen and McDonald suggested to set resident and non-resident fees for the next fiscal year.

Adjourned at 9:53 am



Agenda 7-D

BOARD COMMUNICATION

Date: November 18, 2021

TO: Board Chairperson and Directors

FROM: Staff

**SUBJECT: Accept the Minutes from the Budget and Finance Committee meeting
October 18, 2021**

RECOMMENDATION

To accept the minutes from Budget and Finance Committee from the October 18, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Budget and Finance Committee Minutes from October 18, 2021.



GREATER VALLEJO RECREATION DISTRICT

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabe Lanusse

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

Budget and Finance Committee Minutes Monday, October 18, 2021 Administrative Office-Board Room 395 Amador Street

In attendance: Director Aliga,
General Manager Lanusse, Finance Director Harman
Excused: Director McDonald

Meeting began: 6:30 PM

1. Presentation – CalPERS Pension Liability (Jeffrey Land, Oppenheimer Co.)

Mr. Land, of Oppenheimer Co., provided a presentation on the CalPERS pension liability. He explained the liability and how it changes over time. He presented some options for funding the liability.

2. Budget Calendar Process

Finance Director Harman, and General Manager Lanusse went over how the budget calendar process works – generally starting in January each year.

Adjourned at 7:50 PM



Agenda 7-E

BOARD COMMUNICATION

Date: November 18, 2021

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Facility and Development Committee meeting November 18, 2021

RECOMMENDATION

To accept the minutes from Facility and Development Committee from the November 18, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

- A) Facility and Development Committee Minutes from November 18, 2021



GREATER VALLEJO RECREATION DISTRICT

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron C. Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabe Lanusse

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

Facility and Development Committee Minutes Monday, 18, 2021 3:00 p.m. Administrative Office-Board Room 395 Amador Street

In attendance: Director Bowen, Director Salvadori, General Manager Lanusse, Maintenance Superintendent Nuno

Meeting began 3:00 pm

1. Presentation- Wilson Avenue Property (Tim Hiemstra)

Tim Hiemstra did a presentation on a property he owns on Wilson Avenue near River Park. Originally Tim's idea was to build a hotel on this property, but now he is offering this property for sale or lease to GVRD.

2. Presentation- Field Usage/Condition (Vallejo United Soccer)

Ricardo Ledesma, a representative of Vallejo United did a presentation about their soccer development program in Vallejo. Vallejo United expressed that it has been difficult to book the artificial field since it is being used by the adult soccer leagues, and all the trash they leave behind. They would like to have some available days during the week where they can use Dan Foley artificial soccer field for their practices.

3. 395-401 Amador Street Construction Update:

Maintenance Superintendent Nuno reported that staff is working with legal counsel on generating the contract for the remodeling of these buildings. The seismic retrofit of the 401 building on the HR offices is progressing and the concrete foundation should be poured soon.

4. Hanns Park Disc Golf Course:

Maintenance Superintendent Nuno reported that staff continues working on building the disc golf course. Staff installed all the sleeves for the baskets and will be working on pouring the concrete for the tee pads.

5. Franklin Middle School Lease:

General Manager Lanusse reported that he will be meeting with the School Superintendent to continue discussing the agreement for the gym and the sports fields.

6. Vallejo Community Center Upgrades:

Maintenance Superintendent Nuno reported that will be working with the Recreation Department to get the information together to present to the board for direction on the kitchen improvements.

7. Cunningham Pool Upgrades:

Maintenance Superintendent reported that plans for the restrooms ADA upgrades were submitted to the City for their review, and once they get approved, staff will be requesting for proposals from contractors.

Adjourned at 4:33 pm

Next Meeting: November 15, 2021

**Greater Vallejo Recreation District
Financial Report Year-to-Date
as of October 31, 2021
All Funds**

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	43,835	7,930,654	7,886,819	0.55%
Buildings & Trades	0	0	0	0.00%
Park Maintenance & Visitor Service	108,693	203,400	94,707	53.44%
Recreation	326,149	1,537,811	1,211,662	21.21%
Total Revenues	478,677	9,671,865	9,193,188	4.95%
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	660,136	2,338,116	1,677,980	28.23%
Planning & Development	26,820	173,688	146,868	15.44%
Buildings & Trades	340,924	1,378,322	1,037,398	24.73%
Visitor Services	32,428	153,174	120,746	21.17%
Landscaping & Grounds	545,980	2,140,444	1,594,464	25.51%
Recreation	954,708	3,656,695	2,701,987	26.11%
Deferred Maintenance	0	0	0	0.00%
Contingency Reserve	0	22,826	22,826	0.00%
Retiree Medical Benefit - OPEB	0	0	0	0.00%
Total Expenditures	2,560,996	9,863,265	7,302,269	25.96%
Net Revenues Over (Expenditures)	(2,082,319)	(191,400)	1,890,919	

Greater Vallejo Recreation District
Financial Report Year-to-Date
7/2021-10/2021
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	43,835	7,930,654	7,886,819	0.55%	43,835
200	Planning & Development	0	0	0	0.00%	
300	Buildings & Trades	0	0	0	0.00%	-
301	Visitor Services	108,693	203,400	94,707	53.44%	108,693
310	Landscaping & Grounds	0	0	0	0.00%	-
010	Recreation Administration	1,050	0	(1,050)	0.00%	
415	Children's Wonderland	29,576	41,605	12,030	71.09%	
430	Break Camp	12,463	45,098	32,635	27.64%	
450	VCC	15,382	55,104	39,723	27.91%	
451	FCC	35,069	178,794	143,725	19.61%	
460	Sports	40,796	72,407	31,611	56.34%	
465	Community Programs	180	19,925	19,745	0.90%	
480	ExLP	0	317,630	317,630	0.00%	
481	After School Programs	59,758	315,140	255,382	18.96%	
486	Teen Services	0	5,825	5,825	0.00%	
490	R.E.A.C.H.	0	3,148	3,148	0.00%	
720	NVCC	2,539	24,878	22,339	10.21%	
721	SVCC	5,114	40,772	35,658	12.54%	
730	Cunningham Pool	124,224	417,485	293,261	29.76%	326,149
Total Revenues		478,677	9,671,865	9,193,188	4.95%	478,677

<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	427,456	1,504,029	1,076,573	28.42%	
007	Human Resources	112,107	423,494	311,387	26.47%	
100	Finance	120,573	410,593	290,021	29.37%	660,136
200	Planning & Development	26,820	173,688	146,868	15.44%	26,820
300	Buildings & Trades	340,924	1,378,322	1,037,398	24.73%	340,924
301	Visitor Services	32,428	153,174	120,746	21.17%	32,428
310	Landscaping & Grounds	545,980	2,140,444	1,594,464	25.51%	545,980
010	Recreation Administration	129,626	435,598	305,972	29.76%	
415	Children's Wonderland	44,622	113,439	68,817	39.34%	
430	Break Camp	46,629	140,620	93,991	33.16%	
450	VCC	35,795	197,006	161,211	18.17%	
451	FCC	60,728	282,717	221,989	21.48%	
460	Sports	41,357	183,378	142,021	22.55%	
465	Community Programs	9,187	124,160	114,973	7.40%	
480	ExLP	128,267	564,884	436,617	22.71%	
481	After School Programs	58,862	418,046	359,184	14.08%	
486	Teen Services	390	15,787	15,397	2.47%	
490	R.E.A.C.H.	360	8,367	8,007	4.30%	
720	NVCC	27,945	108,027	80,082	25.87%	
721	SVCC	29,561	185,356	155,795	15.95%	
730	Cunningham Pool	341,379	879,310	537,931	38.82%	954,708
	Deferred Maintenance	0	0	0		
	Contingency Reserve	0	22,826	22,826	0.00%	
	Retiree Medical Benefit - OPEB	0	0	0		
Total Expenditures		2,560,996	9,863,265	7,302,269	25.96%	2,560,996

Net Revenues Over (Expenditures)	(2,082,319)	(191,400)	1,890,919	(2,082,319)
---	--------------------	------------------	------------------	--------------------

Greater Vallejo Recreation District
Financial Report Year-to-Date
as of October 31, 2021
Measure K

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	0	2,102,787	2,102,787	0.00%
Total Revenues	0	2,102,787	2,102,787	0.00%
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	15,346	99,000	83,654	15.50%
Buildings & Trades	179,106	843,520	664,414	21.23%
Landscaping & Grounds	100,938	685,852	584,914	14.72%
Recreation	180,235	706,668	526,433	25.50%
Total Expenditures	475,625	2,335,040	1,859,415	20.37%
Net Revenues Over (Expenditures)	(475,625)	(232,253)	243,372	

Greater Vallejo Recreation District
 Financial Report Year-to-Date
 7/2021-10/2021
 Measure K Detailed

<u>Revenues</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	0	2,102,787	2,102,787	0.00%	
007	Human Resources	0	0	0		
100	Finance	0	0	0		-
200	Planning & Development	0	0	0		
300	Buildings & Trades	0	0	0		
301	Visitor Services	0	0	0		
310	Landscaping and Grounds	0	0	0		
010	Recreation Administration	0	0	0		
415	Children's Wonderland	0	0	0		
430	Break Camp	0	0	0		
450	VCC	0	0	0		
451	FCC	0	0	0		
460	Sports	0	0	0		
462	Mare Island Sports Center	0	0	0		
465	Special Events	0	0	0		
475	Cool School	0	0	0		
480	21st Century After School	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	0	0	0		
490	R.E.A.C.H.	0	0	0		
720	NVCC	0	0	0		
721	SVCC	0	0	0		
730	Cunningham Pool	0	0	0		
Total Revenues		0	2,102,787	2,102,787	0.00%	0

<u>Expenses</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	15,346	99,000	83,654	15.50%	
007	Human Resources	0	0	0		
100	Finance	0	2,000	2,000	0.00%	15,346
200	Planning & Development	0	0	0		
300	Buildings & Trades	179,106	843,520	664,414	21.23%	179,106
301	Visitor Services	0	0	0		
310	Landscaping & Grounds	100,938	685,852	584,914	14.72%	100,938
010	Recreation Administration	1,305	13,350	12,045		
415	Children's Wonderland	21,129	83,537	62,408	25.29%	
430	Break Camp	0	0	0		
450	VCC	2,924	13,762	10,838	21.25%	
451	FCC	15,788	61,840	46,052	25.53%	
460	Sports	7,857	64,197	56,340	12.24%	
465	Community Services	1,023	43,926	42,903	2.33%	
480	21st Century After School	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	75	4,718	4,643	1.58%	
490	R.E.A.C.H.	44	2,784	2,740	1.58%	
720	NVCC	3,717	10,200	6,483	36.44%	
721	SVCC	3,851	20,640	16,789	18.66%	
730	Cunningham Pool	122,523	387,714	265,191	31.60%	180,235
	Deferred Maintenance	0				
	Contingency Reserve	0				
	Retiree Medical Benefit - OPEB	0				
Total Expenditures		475,626	2,337,040	1,861,414	20.35%	475,626

Net Revenues Over (Expenditures) **(475,626)** **(234,253)** **241,373** **(475,626)**

**Greater Vallejo Recreation District
Balance Sheet
All Funds Combined
October 31, 2021**

Assets

Cash - Solano County	3,147,375.64
Cash - General Account - Bank of the West	250,740.12
Cash - Payroll - Bank of the West	(5,903.21)
Cash - Umpqua Bank - Reserve Account	1,627,428.92
Cash - Retiree Benefit Trust Fund	1,298,303.93
Accounts Receivable	<u>8,553.17</u>

Total Assets 6,326,498.57

Liabilities

Accounts Payable	27,846.46
Payroll Related Payables	(7,015.12)
Building Deposits Payable	35,841.12
Amount Due Customers - Etrak	<u>4,095.78</u>

Total Liabilities 60,768.24

Net Assets

Fund Balance - Restricted Operating Reserve	400,000.00
Fund Balance - Unrestricted Operating Reserve	5,039,140.25
Fund Balance - Restricted Retiree Benefit	1,298,303.93
Fund Balance - Designated Reserve 15%	1,627,428.92
Excess Revenues Over Expenses	<u>(2,099,142.77)</u>

Total Net Assets 6,265,730.33

Total Liabilities and Net Assets 6,326,498.57

Revenue and Expense Variance Report
October, 2021

	For October Only				Cumulative through October				Adopted Budget	Projected at Year End	Variance	Notes
	Anticipated		Actual		Anticipated		Actual					
	%	\$	Actual	Over/(Under)	%	\$	Actual	Over/(Under)				
REVENUES												
Taxes	0.0%	\$0	\$0	\$0	0.0%	\$0	\$0	0.00	7,483,812	\$7,483,812	\$0	
Park Rental	5.7%	\$11,600	\$15,329	\$3,729	29.4%	\$59,728	\$108,693	48,964.72	203,400	\$370,146	\$166,746	
Recreation User Fees	7.9%	\$121,300	\$72,885	(\$48,415)	28.3%	\$434,855	\$326,151	(108,703.94)	1,537,811	\$1,153,393	(\$384,418)	
Other Revenues	3.8%	\$16,800	\$17,813	\$1,013	21.6%	\$96,723	\$43,835	(52,888.32)	446,842	\$202,509	(\$244,333)	
Total Revenues		\$149,700	\$106,027	(\$43,673)		\$591,307	\$478,679	(112,627.54)	9,671,865	\$9,209,859	(\$462,006)	
EXPENSES												
Administration	7.2%	\$167,900	\$134,750	(\$33,150)	31.9%	\$745,529	\$660,136	(85,393.00)	2,338,116	\$2,070,308	(\$267,808)	
Parks Maintenance	6.3%	\$240,500	\$245,634	\$5,134	26.0%	\$1,000,711	\$946,152	(54,558.50)	3,845,628	\$3,635,965	(\$209,663)	
Recreation Programs	8.0%	\$293,400	\$257,342	(\$36,058)	32.2%	\$1,178,220	\$954,708	(223,512.50)	3,656,695	\$2,963,007	(\$693,688)	
Total Expenses		\$701,800	\$637,726	(\$64,074)		\$2,924,460	\$2,560,996	(363,464.00)	9,840,439	\$8,669,280	(\$1,171,159)	
Change in Fund Balance									(168,574)	\$540,579	\$709,153	

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
65895	10/01/2021	Bayshore Materials	\$152.54
65896	10/01/2021	Bert Williams & Sons Inc	\$254.00
65897	10/01/2021	Morgan Alarm Co., Inc	\$692.01
65898	10/01/2021	O'Connor Lumber	\$578.77
65899	10/01/2021	TMT Enterprises, Inc	\$1,430.55
65900	10/01/2021	Alhambra	\$11.00
65901	10/01/2021	B & G Tires Of Vallejo	\$37.00
65902	10/01/2021	Brandon Brown	\$123.00
65903	10/01/2021	AT&T	\$88.69
65904	10/01/2021	Linda Chagnon	\$45.00
65905	10/01/2021	CITY OF VALLEJO	\$6,582.44
65906	10/01/2021	Clark Pest Control	\$135.00
65907	10/01/2021	Clean America Janitorial LLC	\$3,600.00
65908	10/01/2021	Cole Supply Co., Inc.	\$1,232.86
65909	10/01/2021	Comcast	\$169.88
65910	10/01/2021	Commercial Pool Systems, Inc	\$1,523.70
65911	10/01/2021	Latisha Cox	\$165.00
65912	10/01/2021	DTSC	\$225.00
65913	10/01/2021	Kimberly Fabrizi	\$60.00
65914	10/01/2021	George's Towing Co.	\$115.00
65915	10/01/2021	Green Valley Aloha Saw & Mower	\$102.43
65916	10/01/2021	Lincoln Aquatics	\$451.22
65917	10/01/2021	Mathews & Son's Automotive, Inc.	\$496.10
65918	10/01/2021	Melnisha Parker	\$300.00
65919	10/01/2021	PROforma	\$165.66
65920	10/01/2021	Anastasiya Tatarzhytskaya	\$170.00
65921	10/01/2021	Tru Green	\$265.00
65922	10/01/2021	Liang Zhao	\$200.00
65923	10/08/2021	Orlando Wynn	\$3,200.00
65925	10/08/2021	SEIU LOCAL #1021	\$332.40
65926	10/08/2021	Franchise Tax Board	\$100.00
65927	10/08/2021	IBEW 1245	\$470.93
65928	10/12/2021	O'Connor Lumber	\$140.59
65929	10/12/2021	P G & E	\$2,714.88
65930	10/12/2021	R & S Erection Of Vallejo, Inc	\$265.00
65931	10/12/2021	Syar Industries, Inc.	\$19.60
65932	10/12/2021	TMT Enterprises, Inc	\$81.28
65933	10/12/2021	All Star Rents	\$1,927.81
65934	10/12/2021	Lizette Baker	\$30.00
65935	10/12/2021	BPX Printing & Graphics	\$43.70
65936	10/12/2021	Break It Down Soul Line Dance	\$57.00
65937	10/12/2021	AT&T	\$180.75
65938	10/12/2021	Candido Construction	\$17,050.00
65939	10/12/2021	Cole Supply Co., Inc.	\$196.12
65940	10/12/2021	Commercial Energy Of Montana	\$2,167.80
65941	10/12/2021	Commercial Pool Systems, Inc	\$4,504.01
65942	10/12/2021	GreatAmerica Financial Services	\$1,735.08
65943	10/12/2021	Casey Halcro	\$36.57
65944	10/12/2021	Indica Hargraves	\$50.00
65945	10/12/2021	Mary Henderson	\$40.00
65946	10/12/2021	Abigail Hernandez	\$581.00
65947	10/12/2021	Daniela Hernandez	\$30.00
65948	10/12/2021	Karen Houston	\$579.00
65949	10/12/2021	Jack & Jill	\$150.50
65950	10/12/2021	Derrick Leonard	\$28.00
65951	10/12/2021	Steven Logoteta	\$45.00

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
65952	10/12/2021	Virlynda Luciano	\$108.00
65953	10/12/2021	Lorna Mandap	\$249.90
65954	10/12/2021	Mathews & Son's Automotive, Inc.	\$460.53
65955	10/12/2021	Monarch Engineering	\$512.50
65956	10/12/2021	Moore Design Group	\$9,362.50
65957	10/12/2021	Municipal Resource Group, LLC	\$3,300.00
65958	10/12/2021	NBS	\$2,834.61
65959	10/12/2021	Marie Nicholas	\$72.00
65960	10/12/2021	Melissa Nold	\$200.00
65961	10/12/2021	Quench USA, Inc.	\$86.96
65962	10/12/2021	Ray Ramos	\$65.00
65963	10/12/2021	Jacalyn E Robinson	\$218.40
65964	10/12/2021	Sierra Truck And Van, Inc.	\$312.51
65965	10/12/2021	Aijah SmIth	\$50.00
65966	10/12/2021	Matthew Souther	\$148.00
65967	10/12/2021	The Office City	\$66.36
65968	10/12/2021	Frankie Valentine-Flores	\$537.00
65969	10/12/2021	Verizon Wireless	\$1,266.45
65970	10/12/2021	Ashley Whaley	\$50.00
65971	10/12/2021	David Padilla	\$100.00
65972	10/13/2021	Metropolitan Life Insurance Company	\$5,371.04
65973	10/15/2021	US Bank Corporate Payment System	\$17,265.89
65974	10/18/2021	Bert Williams & Sons Inc	\$85.45
65975	10/18/2021	O'Connor Lumber	\$0.00
65976	10/18/2021	O'Connor Lumber	\$0.00
65977	10/18/2021	O'Connor Lumber	\$0.00
65978	10/18/2021	O'Connor Lumber	\$0.00
65979	10/18/2021	O'Connor Lumber	\$3,585.54
65980	10/18/2021	State Of California	\$416.00
65981	10/18/2021	Tecogen	\$933.65
65982	10/18/2021	B & G Tires Of Vallejo	\$295.89
65983	10/18/2021	Todd Blakely	\$50.00
65984	10/18/2021	BrightView Landscape Services, Inc.	\$836.00
65985	10/18/2021	Malik Brown	\$56.76
65986	10/18/2021	AT&T	\$46.06
65987	10/18/2021	City Of Foster City	\$520.00
65988	10/18/2021	Cole Supply Co., Inc.	\$300.00
65989	10/18/2021	Comcast	\$339.76
65990	10/18/2021	Commercial Pool Systems, Inc	\$3,598.05
65991	10/18/2021	Elizabeth Deamaral	\$50.00
65992	10/18/2021	Valerie Devlne	\$50.00
65993	10/18/2021	Dude Solutions, Inc.	\$2,204.00
65994	10/18/2021	Green Valley Aloha Saw & Mower	\$1,046.84
65995	10/18/2021	GreenPlay LLC	\$1,470.00
65996	10/18/2021	Leilani Hearen	\$50.00
65997	10/18/2021	Hector Hernandez	\$240.00
65998	10/18/2021	Kristi Hernandez	\$50.00
65999	10/18/2021	Stephanie Jones	\$50.00
66000	10/18/2021	Lisa Jordan	\$50.00
66001	10/18/2021	Jannah Lunar-Kapli	\$50.00
66002	10/18/2021	M & M Sanitary LLC	\$287.19
66003	10/18/2021	Gina Pond	\$50.00
66004	10/18/2021	PROforma	\$472.52
66005	10/18/2021	Rhinos Roofing Company	\$3,695.00
66006	10/18/2021	RRM Deslgn Group	\$3,567.50
66007	10/18/2021	Sharon Shevelon	\$336.00

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
66008	10/18/2021	Adrienne Studer	\$50.00
66009	10/18/2021	Tru Green	\$265.00
66010	10/18/2021	Ullne Shipping Supplies	\$672.48
66011	10/18/2021	Vallejo Rotary Club	\$450.00
66012	10/18/2021	Valley Truck & Tractor Co.	\$1,324.97
66013	10/19/2021	Adam Brown	\$148.00
66014	10/21/2021	Horizon	\$358.89
66015	10/21/2021	Morgan Alarm Co., Inc	\$1,988.25
66016	10/21/2021	O'Connor Lumber	\$331.64
66017	10/21/2021	Pace Supply Co.	\$512.67
66018	10/21/2021	R & S Erection Of Vallejo, Inc	\$1,183.00
66019	10/21/2021	Syar Industries, Inc.	\$483.40
66020	10/21/2021	All Star Rents	\$10.11
66021	10/21/2021	Sharee Acosta	\$50.00
66022	10/21/2021	Dayna Asbury	\$98.00
66023	10/21/2021	Clark Pest Control	\$135.00
66024	10/21/2021	Cole Supply Co., Inc.	\$1,566.35
66025	10/21/2021	Commercial Pool Systems, Inc	\$1,120.21
66026	10/21/2021	Jasmine Dickerson	\$50.00
66027	10/21/2021	Dog Waste Depot	\$796.17
66028	10/21/2021	John Howland Architect	\$2,000.00
66029	10/21/2021	Jack & Jill	\$222.00
66030	10/21/2021	Kay Cady-Johnson	\$5,123.30
66031	10/21/2021	Stephanie Jones	\$50.00
66032	10/21/2021	Kaiser Permanente-OHSS	\$65.00
66033	10/21/2021	Sakari Lyons	\$25.00
66034	10/21/2021	Calvin McCullough Jr.	\$1,815.10
66035	10/21/2021	Shane Michalik	\$160.00
66036	10/21/2021	June Molson	\$92.50
66037	10/21/2021	Loralei Morehouse	\$267.50
66038	10/21/2021	Napa Ford-Lincoln	\$331.73
66039	10/21/2021	Princess Orosa	\$157.50
66040	10/21/2021	Anyela Perez-Ayala	\$750.00
66041	10/21/2021	Preferred Alliance, Inc.	\$42.00
66042	10/21/2021	Donna Ryan	\$90.00
66043	10/21/2021	Fletcher Sherrard	\$30.00
66044	10/21/2021	Charles Sivil	\$30.00
66045	10/21/2021	Roberto Torres	\$30.00
66046	10/21/2021	Valerie Velasquez	\$50.00
66047	10/21/2021	Sheri Weir	\$50.00
66048	10/21/2021	Wilcox Robert	\$50.00
66049	10/21/2021	Eliza Yabut	\$30.00
66050	10/21/2021	SEIU LOCAL #1021	\$332.40
66051	10/21/2021	Franchise Tax Board	\$100.00
66052	10/21/2021	IBEW 1245	\$470.93
66053	10/22/2021	James De La Cruz	\$175.00
66054	10/22/2021	Jade C. Litt	\$160.00
66055	10/22/2021	Jacqueline Luke	\$80.00
66056	10/22/2021	Joanne Mapanoo	\$385.00
66057	10/22/2021	Sara Martinez	\$160.00
66058	10/22/2021	Justina Montez	\$385.00
66059	10/22/2021	Rena Montuya	\$270.00
66060	10/22/2021	Alisha Robinson	\$275.00
66061	10/22/2021	Peter Stucky	\$160.00
66062	10/22/2021	Frederick D Andres	\$160.00
66063	10/25/2021	Bert Williams & Sons Inc	\$157.34

BR Bank Register Report

Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
66064	10/25/2021	O'Connor Lumber	\$69.88
66065	10/25/2021	Pace Supply Co.	\$705.37
66066	10/25/2021	Miguel Aguirre	\$421.00
66067	10/25/2021	American Public Works Association	\$247.25
66068	10/25/2021	EZ Tree, Inc.	\$1,235.00
66069	10/25/2021	Obdulia Navarro	\$939.00
66070	10/25/2021	Sherwin-Williams	\$72.97
66071	10/25/2021	The Office City	\$126.86
66072	10/27/2021	P G & E	\$13,651.10
66073	10/27/2021	Comcast	\$505.70
66074	10/27/2021	Favaro, Lavezzo, Gill, Caretti & Heppe	\$3,667.50
66075	10/27/2021	John Leon	\$10.00
66076	10/27/2021	Municipal Resource Group, LLC	\$2,000.00
66077	10/27/2021	Gary Bowers	\$505.96
66078	10/27/2021	Eileen Brown	\$289.00
66079	10/27/2021	Deberah Carey	\$181.48
66080	10/27/2021	Kerry Carmody	\$181.48
66081	10/27/2021	Richard Conzelman	\$744.96
66082	10/27/2021	Jose Famalette	\$181.48
66083	10/27/2021	Patricia Gloyd	\$181.48
66084	10/27/2021	Cynthia Hewitt	\$214.63
66085	10/27/2021	Jerome Lohr	\$269.24
66086	10/27/2021	Prisco Mangiona	\$181.48
66087	10/27/2021	Roger Maryatt	\$181.48
66088	10/27/2021	Jeremias Morgado	\$181.48
66089	10/27/2021	Sidney Nickolas	\$181.48
66090	10/27/2021	Randy Nicks	\$289.00
66091	10/27/2021	Nancy Ortiz	\$181.48
66092	10/27/2021	Steve Pressley	\$181.48
66093	10/27/2021	Francis Radziewicz	\$181.48
66094	10/27/2021	Joan Russell	\$181.48
66095	10/27/2021	Anita Sallas	\$204.60
66096	10/27/2021	Barbara Schmidt	\$289.00
66097	10/27/2021	Audrey Tucker	\$181.48
66098	10/27/2021	Adeline Varni	\$181.48
66099	10/28/2021	Bert Williams & Sons Inc	\$78.23
66100	10/28/2021	O'Connor Lumber	\$284.58
66101	10/28/2021	Atkinson, Andelson, Loya Ruud & Ror	\$236.00
66102	10/28/2021	B & G Tires Of Vallejo	\$170.87
66103	10/28/2021	Napa Ford-Lincoln	\$1,005.63
66104	10/29/2021	United States Treasury	\$413.56
Bank Totals			\$179,632.23

Report Selection Criteria

Bank Account:	Start GEN	End GEN
Date Range:	Custom	
Item Date:	10/01/2021	10/31/2021
Document Number:	Start	End
Payee:	Start	End

Greater Vallejo Recreation District
Profit and Loss Statement
Colusa Street Property
11/10/2021

	Year ended June 30,							
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Revenue:								
Battlebots Rent	0.00	0.00	0.00	0.00	27,500.00	66,000.00	66,550.00	69,300.00
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>27,500.00</u>	<u>66,000.00</u>	<u>66,550.00</u>	<u>69,300.00</u>
Expenses:								
Permits	3,656.00	245.13						
Fire Review	253.00							
Floor & Site Plan	5,700.00							
Phase 1 ESA	12,699.55							
CAPRI Insurance	3,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Alarm		377.52	195.66	233.36	240.84	248.69	220.05	234.99
Battlebots reimb.								(191.71)
Clear Sewer Drain								560.00
Building Supplies			34,974.07					
Total Expenses	<u>25,308.55</u>	<u>6,622.65</u>	<u>41,169.73</u>	<u>6,233.36</u>	<u>6,240.84</u>	<u>6,248.69</u>	<u>6,220.05</u>	<u>6,603.28</u>
Net Profit (Loss)	<u>(25,308.55)</u>	<u>(6,622.65)</u>	<u>(41,169.73)</u>	<u>(6,233.36)</u>	<u>21,259.16</u>	<u>59,751.31</u>	<u>60,329.95</u>	<u>62,696.72</u>

Note: Battlebots pays all utilities and property taxes directly, except the alarm, which we pay and then bill them.



Agenda # 9-B

BOARD COMMUNICATION

Date: November 18, 2021

TO: Board Chairperson and Directors

FROM: Salvador Nuno, Maintenance Superintendent

SUBJECT: Approval to Move Forward with the Vallejo Community Center Upgrades

BACKGROUND AND DISCUSSION

For the past years staff had been working with PDF designs on the design on upgrades of the ADA and the kitchen at Vallejo Community Center. The plans were submitted and approved by the County, VFWD, and the City. Originally the funds allocated to spend on the kitchen upgrades was for \$200,000. Staff hired a consultant to do an engineer's cost estimate on the plans approved by the City, and the cost estimate came back for \$669,933. We get yearly inspection on the kitchen by the County Health Department, and in the last inspection done by the County, it was noted that some upgrades to the existing Kitchen such as add ventilation and a hand wash sink were needed; however, the County agreed with us about not doing the work on the existing kitchen, since we were in the process of getting the permits to upgrade the kitchen. If we decided not to move forward with the kitchen upgrades, we would have to do some upgrades to be in compliance with the County on the existing kitchen. We would also have to do ADA upgrades and the electrical service upgrade. The feedback from the community renting the Community Center for their events, is that the existing kitchen is not big enough and is hard to accommodate for large events.

COMMITTEE REVIEW

Staff have discussed these improvements in the Facility committee meetings. The direction from the committee was to get an engineer's cost estimate. The engineer's cost estimate was also presented to the Facility committee meeting.

RECOMMENDATION

Reject the recommendation.
Approve the recommendation.
Do not act on item.

FISCAL IMPACT

The engineer's cost estimate is \$669,933.

ALTERNATIVES CONSIDERED

Make the necessary upgrades on the existing kitchen to comply with the County.

PROPOSED ACTION

Staff recommends approval to move forward with the kitchen, ADA, and electric service upgrades.

DOCUMENTS AVAILABLE FOR REVIEW

Engineer's cost estimate.



Project: GVRD-Community Center Kitchen T.I

Address: 225 Amador Street Vallejo CA. 94590

Date: 8/04/2021

SR#	CSI SECTION	MATERIAL DESCRIPTION	QUANTITY	WASTAGE	QTY. W/ WASTAGE	UNIT OF MEASUREMENT	UNIT COST (Labor)	UNIT COST (Material)	TOTAL ITEM COST (Material + Labor)	TOTAL TRADE COST
DIV.02		EXISTING CONDITION								
1		Remove Existing Counters	20.24	0%	20.24	LF	\$ 103.10	\$ 36.09	\$ 2,817.10	
2		Remove Existing Drop Ceiling & Framing Above	92.57	0%	92.57	SF	\$ 11.50	\$ 4.03	\$ 1,437.15	
3		Dashed Line Indicates Relocated Existing Ducting	1.73	0%	1.73	LF	\$ 56.00	\$ 19.60	\$ 130.79	
4		Remove Existing Load Bearing Wall & Replace w/New Beams Per Plan	22.13	10%	24.343	LF	\$ 170.00	\$ 59.50	\$ 5,586.72	
5		Remove Existing Non-Load Bearing Wall	20.45	0%	20.45	LF	\$ 114.00	\$ 39.90	\$ 3,147.26	
1		Remove Door	4	0%	4	EA	\$ 750.00	\$ 262.50	\$ 4,050.00	
6		Remove Existing Windows & Replace w/New Windows Per Plan	8	0%	8	EA	\$ 625.00	\$ 218.75	\$ 6,750.00	
7		Remove Flooring	643.65	0%	643.65	SF	\$ 17.50	\$ 6.13	\$ 15,206.23	
8		Remove Floor Sink	1	0%	1	EA	\$ 400.00	\$ 140.00	\$ 540.00	
9		New Opening in Existing Wall For New Door Location	3.41	0%	3.41	LF	\$ 560.00	\$ 196.00	\$ 2,577.96	
10		New Opening in Existing Wall For New Pass-Thru Window	3.43	0%	3.43	LF	\$ 575.00	\$ 201.25	\$ 2,662.54	
		Site Plan								
		Ramp								
11		(5" Thick) Concrete Ramp	8.42	25%	10.525	CY	\$ 660.00	\$ 435.00	\$ 11,524.88	
		Curb								
12		(6" H) Concrete Curb	1.88	25%	2.35	CY	\$ 660.00	\$ 440.00	\$ 2,585.00	
		Sidewalk								
13		(4" Thick) Concrete Sidewalk Way (Assumed)	6.02	25%	7.525	CY	\$ 660.00	\$ 445.00	\$ 8,315.13	
		Stair								
14		Stair								
		(6" H) Riser (4 EA)	1	20%	1.2	LOC	\$ 6,875.00	\$ 1,750.00	\$ 10,350.00	
		(12" W X 5'-0" L) Tread (3 EA)								
15		Stair								
		(6" H) Riser (4 EA)	1	20%	1.2	LOC	\$ 6,875.00	\$ 1,750.00	\$ 10,350.00	
		(12" W X 7'-8" L) Tread (3 EA)								
16		(6" Thick) Concrete Landing	3.33	25%	4.1625	CY	\$ 770.00	\$ 455.00	\$ 5,099.06	
		Panel								
17		New Electrical Service 400A 120/240, 10@	1	0%	1	EA	\$ 5,315.00	\$ 1,272.00	\$ 6,587.00	
		SUB-TOTAL								\$ 99,716.81
DIV.04		METAL								
		Hangers								
18		"LHA" 210 Hangers	14	0%	14	EA	\$ 34.38	\$ 8.90	\$ 605.85	
		Clip								
19		W/ECCQ 44	4	0%	4	EA	\$ 36.30	\$ 9.50	\$ 183.20	
20		A35 Clip	4	0%	4	EA	\$ 31.63	\$ 8.95	\$ 162.30	
		Handrail								
21		(1-1/2" Dia x 36" H) Handrail	160.95	10%	177.045	LF	\$ 140.00	\$ 20.70	\$ 28,451.13	
		SUB-TOTAL								\$ 29,402.48

DIV.06		WOOD PLASTIC & COMPOSITE							
22	Hand Rail (36" H) Hand Rail	56.24	10%	61.864	LF	\$ 140.00	\$ 20.70	\$ 9,941.54	
23	Rafter (2x10) Roof Rafter @ 24" O.C. (56 SF) (2x10x8' L) Roof Rafter	56 4	25%	70	SF	\$ 38.35	\$ 21.78	\$ 4,209.10	
24	Post (4x4X10'-0" H) Post	4	0%	4	EA	\$ 232.75	\$ 74.60	\$ 1,229.40	
25	Beam B-1 (2X8X7'-6" L) Wood Beam (Assumed)	1	20%	1.2	EA	\$ 115.50	\$ 70.00	\$ 222.60	
26	B-2 (2X10'X10'-1" L) Wood Beam (Assumed)	2	20%	2.4	EA	\$ 161.70	\$ 140.00	\$ 724.08	
27	Header (2x6x3'-2" L) Wood Header	1	20%	1.2	EA	\$ 115.50	\$ 140.00	\$ 306.60	
28	(2x6x2'-0" L) Wood Header	1	20%	1.2	EA	\$ 115.50	\$ 140.00	\$ 306.60	
29	(2x6x1'-3" L) Wood Header	1	20%	1.2	EA	\$ 115.50	\$ 140.00	\$ 306.60	
SUB-TOTAL								\$ 17,246.52	
DIV.07		THERMAL & MOISTURE PROTECTION							
30	Flat Roof (Assumed) EPDM Membrane	56	10%	61.6	SF	\$ 233.24	\$ 21.20	\$ 15,673.50	
31	#15 Felt Paper	56	10%	61.6	SF	\$ 58.80	\$ 2.05	\$ 3,748.36	
32	Insulation	56	10%	61.6	SF	\$ 38.00	\$ 12.00	\$ 3,080.00	
33	(3/4") Plywood Sheathing	56	10%	61.6	SF	\$ 59.40	\$ 30.00	\$ 5,507.04	
SUB-TOTAL								\$ 28,008.90	
DIV.08		OPENINGS							
34	Door (3'-0" x 7'-0") Single Leaf Door w/Frame	3	0%	3	EA	\$ 881.25	\$ 1,025.00	\$ 5,718.75	
35	(3'-0" x 7'-0") Single Leaf Counter Door w/Frame Manufacturer: BY COOKSON (OR EQUAL) Model #: 6"x4" (ESC 10/20) (Consult With Owner)	2	0%	2	EA	\$ 787.50	\$ 1,340.00	\$ 4,255.00	
36	Window (4'-0" x 4'-6") Single Hung Window w/Frame	8	0%	8	EA	\$ 1,162.50	\$ 985.00	\$ 17,180.00	
37	Hardware Door Hardware	5	0%	5	EA	\$ 150.00	\$ 35.00	\$ 925.00	
38	Window Hardware (If Req'd)	8	0%	8	EA	\$ 142.50	\$ 33.00	\$ 1,404.00	
SUB-TOTAL								\$ 29,482.75	
DIV.09		FINISHES							
39	Wall (2x4) Exterior Wall (2x4x10'-0" H) Wood Stud @ 16" O.C	14	25%	17.5	EA	\$ 39.00	\$ 59.10	\$ 1,716.75	
40	(2X4X10' L) Top & Bottom Plate	6	20%	7.2	EA	\$ 60.20	\$ 62.76	\$ 885.31	
41	(3/4") Plywood Sheathing	174	20%	208.8	SF	\$ 6.40	\$ 4.50	\$ 2,275.92	
42	(5/8") Gypsum Board	174	20%	208.8	SF	\$ 5.50	\$ 2.70	\$ 1,712.16	
43	Insulation	174	20%	208.8	SF	\$ 2.76	\$ 2.49	\$ 1,096.20	
44	Sealant	35	20%	42	LF	\$ 4.40	\$ 2.70	\$ 298.20	

45	Flooring (6" SQ.) Floor Tile Color: OTO5-Adobe Brown Manufacturer: DALTILE	724.05	25%	905.0625	SF	\$ 15.00	\$ 19.50	\$ 31,224.66
46	Ceiling (5/8") Gypsum Board Ceiling w/ Paint Finish	50.73	10%	55.803	SF	\$ 14.50	\$ 4.50	\$ 1,060.26
47	Base (6" High) Coved Base Tile Color: OTO5-Adobe Brown Manufacturer: DALTILE	127.23	10%	139.953	LF	\$ 16.25	\$ 10.08	\$ 3,684.96
48	Wall Finish Wall Paint Semi- Gloss (Consult w/Client For Finish) Color: White Manufacturer: KELLEY MOORE	1424.2	10%	1566.62	SF	\$ 7.50	\$ 7.50	\$ 23,499.30
49	Ceiling Paint Semi- Gloss (Consult w/Client For Finish) Color: White Manufacturer: KELLEY MOORE	723.11	10%	795.421	SF	\$ 3.40	\$ 1.75	\$ 4,096.42
SUB-TOTAL								\$ 71,550.14
DIV.10		SPECIALTY						
50	Sign Tactile Sign	3	0%	3	EA	\$ 880.00	\$ 396.00	\$ 3,828.00
51	Splash Back Backsplash (80" High x 192" Long)	1	0%	1	EA	\$ 2,133.33	\$ 2,773.33	\$ 4,906.67
52	S.S Hand Sink Manufacturer: LAMBERTSON IND.	1	0%	1	EA	\$ 128.00	\$ 1,528.00	\$ 1,656.00
53	Model #: HS1816 Hand Soap Dispenser Manufacturer: BOBRICK	1	0%	1	EA	\$ 175.00	\$ 728.00	\$ 903.00
54	Model #: B-2111 Millwork Custom Counter Manufacturer: CORIAN TOP S.S SHELVES	1	0%	1	EA	\$ 672.00	\$ 2,100.00	\$ 2,772.00
55	Model #: Field-Built Customer Counter Manufacturer: CORIAN TOP	1	0%	1	EA	\$ 621.60	\$ 2,100.00	\$ 2,721.60
56	Model #: Field-Built 12 wire Shelving Manufacturer: REGENCY	1	0%	1	EA	\$ 465.50	\$ 944.00	\$ 1,409.50
57	Model #: 460EC3072 60 wire (4-tier) Shelving Manufacturer: REGENCY	1	0%	1	EA	\$ 427.50	\$ 832.00	\$ 1,259.50
58	Model #: 460EC2460 48 wire (4-tier) Shelving Manufacturer: REGENCY	1	0%	1	EA	\$ 380.00	\$ 760.00	\$ 1,140.00
59	Model #: 460EC2448 48 wire (4-tier) Shelving Manufacturer: REGENCY	1	0%	1	EA	\$ 380.00	\$ 760.00	\$ 1,140.00
60	Model #: 460EC2448 (48 x30") Stainless Steel Table Manufacturer: REGENCY	1	0%	1	EA	\$ 380.00	\$ 2,800.00	\$ 3,180.00
	Model #: 600TSSB3048S							

61	(30 x30) Stainless Steel Table Manufacturer: REGENCY Model #: 600TSSB3096S	2	0%	2	EA	\$ 380.00	\$ 3,800.00	\$ 8,360.00
62	(72 x30) Stainless Steel Table Manufacturer: REGENCY Model #: 600TSSB3072S	2	0%	2	EA	\$ 380.00	\$ 3,400.00	\$ 7,560.00
63	(4 Lf) Stainless Steel Table Manufacturer: REGENCY Model #: 48" x 30"	1	0%	1	EA	\$ 380.00	\$ 3,480.00	\$ 3,860.00
SUB-TOTAL								\$ 44,696.27

DIV.11

EQUIPMENT

64	(15'-0" L) S.S Exhaust Hood Manufacturer: CAPTIVE-AIR Model #: 5424ND-2WI-PSP-FB	1	0%	1	EA	\$ 2,500.00	\$ 2,760.00	\$ 5,260.00
65	Exhaust Hood ANSI System Manufacturer: CAPTIVE-AIR Model #: 4224VHB-G	1	0%	1	EA	\$ 1,060.00	\$ 2,664.00	\$ 3,724.00
66	(2'-6" x 2'-6") Trash Can	2	0%	2	EA	\$ -	\$ 105.00	\$ 210.00
67	48 Refrigerator Manufacturer: EVEREST Model #: ESR2	1	0%	1	EA	\$ 850.00	\$ 6,084.00	\$ 6,934.00
68	Ice Maker Manufacturer: AVANTCO OR SIMULAR Model #: 194BIN23022 / 194MC35022HA	1	0%	1	EA	\$ 630.00	\$ 2,040.00	\$ 2,670.00
69	Water Heater Manufacturer: AMERICAN STANDARD Model #: D-80-125-AS	1	0%	1	EA	\$ 1,518.00	\$ 1,306.00	\$ 2,824.00
70	(30,000 BTU 9 x65.57 x41.56) Convection Oven Manufacturer: BAKERS PRIDE Model #: BCO-G1	1	0%	1	EA	\$ 680.00	\$ 4,940.00	\$ 5,620.00
71	COOKING Range Manufacturer: COOKING PERFORMANCE GROUP Model #: 351S60L	1	0%	1	EA	\$ 850.00	\$ 3,954.00	\$ 4,804.00
72	Heavy Duty Range 360,000 BTU Manufacturer: COOKING PERFORMANCE GROUP Model #: 351GTCPG6ONL	1	0%	1	EA	\$ 895.00	\$ 5,352.00	\$ 6,247.00
SUB-TOTAL								\$ 38,293.00

DIV.22

PLUMBING

Water Plan								
Hot Water Pipe								
73	(3/4" Dia) Hot Water Pipe	61.19	10%	67.309	LF	\$ 6.25	\$ 4.05	\$ 693.28
Cold Water Pipe								
74	(3/4" Dia) Cold-Water Pipe	78.36	10%	86.196	LF	\$ 6.25	\$ 8.10	\$ 1,236.91
75	(1/2" Dia) Water Pipe Line	14.31	10%	15.741	LF	\$ 6.75	\$ 8.25	\$ 236.12
Gas Line Plan								
76	(1.5" Dia) Gas Pipe Line	35.68	10%	39.248	LF	\$ 11.00	\$ 12.90	\$ 938.03
Waste Line Plan								
77	(2" Dia) Sewer Pipe Line	79.06	10%	86.966	LF	\$ 14.00	\$ 32.50	\$ 4,043.92
78	(1/2" Dia) Trap Premier Lines To Floor Plan	7.5	10%	8.25	LF	\$ 11.00	\$ 6.36	\$ 143.22
79	(1-1/2" Dia) Sewer Pipe	20.11	10%	22.121	LF	\$ 10.20	\$ 7.05	\$ 381.59

80	(1-1/2" Dia) VTR	30	10%	33	LF	\$ 6.08	\$ 5.55	\$ 383.63
	Others							
81	Provide 3/4" Relief to P-8 Maintain 1" AIR Gap From Water Heater	3.66	10%	4.026	LF	\$ 12.10	\$ 6.90	\$ 76.49
82	Backflow Preventer	1	0%	1	EA	\$ 522.00	\$ 708.00	\$ 1,230.00
83	Hot-IN Connection	1	0%	1	EA	\$ 672.00	\$ 660.00	\$ 1,332.00
84	Zurn XT-18 Thermal Expansion Tank at Cold Water Inlet Side	1	0%	1	EA	\$ 630.00	\$ 1,062.00	\$ 1,692.00
85	POC-Point of Connection	1	0%	1	EA	\$ 708.00	\$ 708.00	\$ 1,416.00
86	Provide Temperature Limiting Device @ Hand & Prep. Sink Set to Max 108 Degree	1	0%	1	EA	\$ 672.00	\$ 440.00	\$ 1,112.00
87	Install Automatic Shut Off Valve Controlled By Hood Fire Extinguishing System	1	0%	1	EA	\$ 648.00	\$ 708.00	\$ 1,356.00
88	Valve Clean Out	2	0%	2	EA	\$ 810.00	\$ 354.00	\$ 2,328.00
89	Clean Out	1	0%	1	EA	\$ 510.00	\$ 220.00	\$ 730.00
90	(1'-0" x 1'-0") Floor Sink	3	0%	3	EA	\$ 672.00	\$ 460.00	\$ 3,396.00
91	Floor Drain w/Trap Primer	2	0%	2	EA	\$ 648.00	\$ 444.00	\$ 2,184.00
92	Manufacturer: LAMBERTSON ND.	1	0%	1	EA	\$ 192.00	\$ 1,146.00	\$ 1,338.00
	Model #: SS-1-LN-18LD18							
93	Janitors mop sink	1	0%	1	EA	\$ 228.00	\$ 906.00	\$ 1,134.00
	Manufacturer: REGENCY							
	Model #: 600SM16206							
94	Corner 3-Comp Sink	1	0%	1	EA	\$ 468.00	\$ 750.00	\$ 1,218.00
	Manufacturer: REGENCY							
	Model #: 600S3181818C							
	SUB-TOTAL							\$ 28,599.18
	DIV.23				MECHANICAL			
95	Make-up AIR (10" Dia) Supply Ducting Location to New Hood Per Mechanical	1.27	0%	1.27	LF	\$ 56.10	\$ 45.00	\$ 128.40
96	Indicates (12"x16"x16 GA) GALV. MTL Welded Duct up to Exhaust Fan w/Min 1 Hour Fire Wrap	11.5	0%	11.5	LF	\$ 57.00	\$ 47.50	\$ 1,201.75
	Others							
97	Exhaust Fan	1	0%	1	EA	\$ 4.98	\$ 1.05	\$ 6.03
98	(Makeup AIR Unit A2-20D By Captive ire-Refer to Mech Shts	1	0%	1	EA	\$ 7,554.00	\$ 3,172.00	\$ 10,726.00
99	Exhaust Hood By Captive ire-Refer to Mech Sheets	1	0%	1	EA	\$ 1,500.00	\$ 690.00	\$ 2,190.00
100	Relocate Existing Supply Register	1	0%	1	EA	\$ 270.00	\$ 729.00	\$ 999.00
	SUB-TOTAL							\$ 15,251.18
					ELECTRICAL			
101	Electrical Service: 400A, 120/240V, 1 Dia, 3W	1	0%	1	EA	\$ 3,189.00	\$ 4,240.00	\$ 7,429.00
	Panel							
102	PNL-K Electrical Panel	1	0%	1	EA	\$ 1,272.00	\$ 2,615.00	\$ 3,887.00
	Electrical Power Plan							
103	Ground Fault Inlet	11	0%	11	EA	\$ 324.00	\$ 433.00	\$ 8,327.00
104	Model #: DU85HFA	4	0%	4	EA	\$ 448.00	\$ 500.00	\$ 3,792.00
	CFM: 1800							
	HP: 0.750							
	Lighting							
105	Recessed 6" Down light. LED w/ 0-10V Dimming. Lamp Shall Be Shatter-Proof	9	0%	9	EA	\$ 138.00	\$ 246.00	\$ 3,456.00
	Manufacturer: LITHONIA LDN6 SERIES							
106	Surface Mounted LED (2'x4') Light Fixture w/ 0-10V Dimming	5	0%	5	EA	\$ 213.00	\$ 248.00	\$ 2,305.00
	Manufacturer: LITHONIA 2ACLX4 40L							

107	LED Exit Sign & Emergency Light Combination w/ 90-Minute Battery Backup Manufacturer: LITHONIA LIGHTING ECR SERIES	3	0%	3	EA	\$ 340.00	\$ 225.00	\$ 1,695.00
108	Wall Mounted On/Off Switch w/ Raise Lower Dimming Control	2	0%	2	EA	\$ 432.00	\$ 5.50	\$ 875.00
109	Ceiling Mounted Dual Technology Motion Sensor Roof	3	0%	3	EA	\$ 448.00	\$ 12.50	\$ 1,381.50
110	Weather Proof Outlet	1	0%	1	EA	\$ 448.00	\$ 37.04	\$ 485.04
111	Motor Finished & (Install By Other)	2	0%	2	EA	\$ -	\$ 500.00	\$ 1,000.00
112	Model: A2-20D HP: 3000	1	0%	1	EA	\$ 448.00	\$ 861.00	\$ 1,309.00
113	1360 RPM Model #: DU85HFA CFM: 1800 HP: 0.750	1	0%	1	EA	\$ 432.00	\$ 250.00	\$ 682.00
114	3#12,1#12G,1 /2"C To Control Panel	1	0%	1	EA	\$ 1,208.00	\$ 2,250.00	\$ 3,458.00
115	3#10,1#10G,3 /4"C To Control Panel	1	0%	1	EA	\$ 1,000.00	\$ 2,125.00	\$ 3,125.00
116	Disconnect Switch	2	0%	2	EA	\$ 448.00	\$ 35.00	\$ 966.00
117	Allowances For Electrical Wiring & Conduits	1	0%	1	LS	\$ 3,200.00	\$ -	\$ 3,200.00
SUB-TOTAL								\$ 47,372.54
SUB TOTAL								\$ 449,620
OVERHEAD								\$ 80,932
INSURANCE								\$ 17,985
PROFIT								\$ 53,954
CONTINGENCY								\$ 67,443
TOTAL BID								\$ 669,933



PDF
Designs, Inc.

Paul D. Friend
Architect

4171 Suisun Valley Road
Suite C
Fairfield, CA 94534
707.864.8588 Fax 814.6983
www.PDFDesigns.com

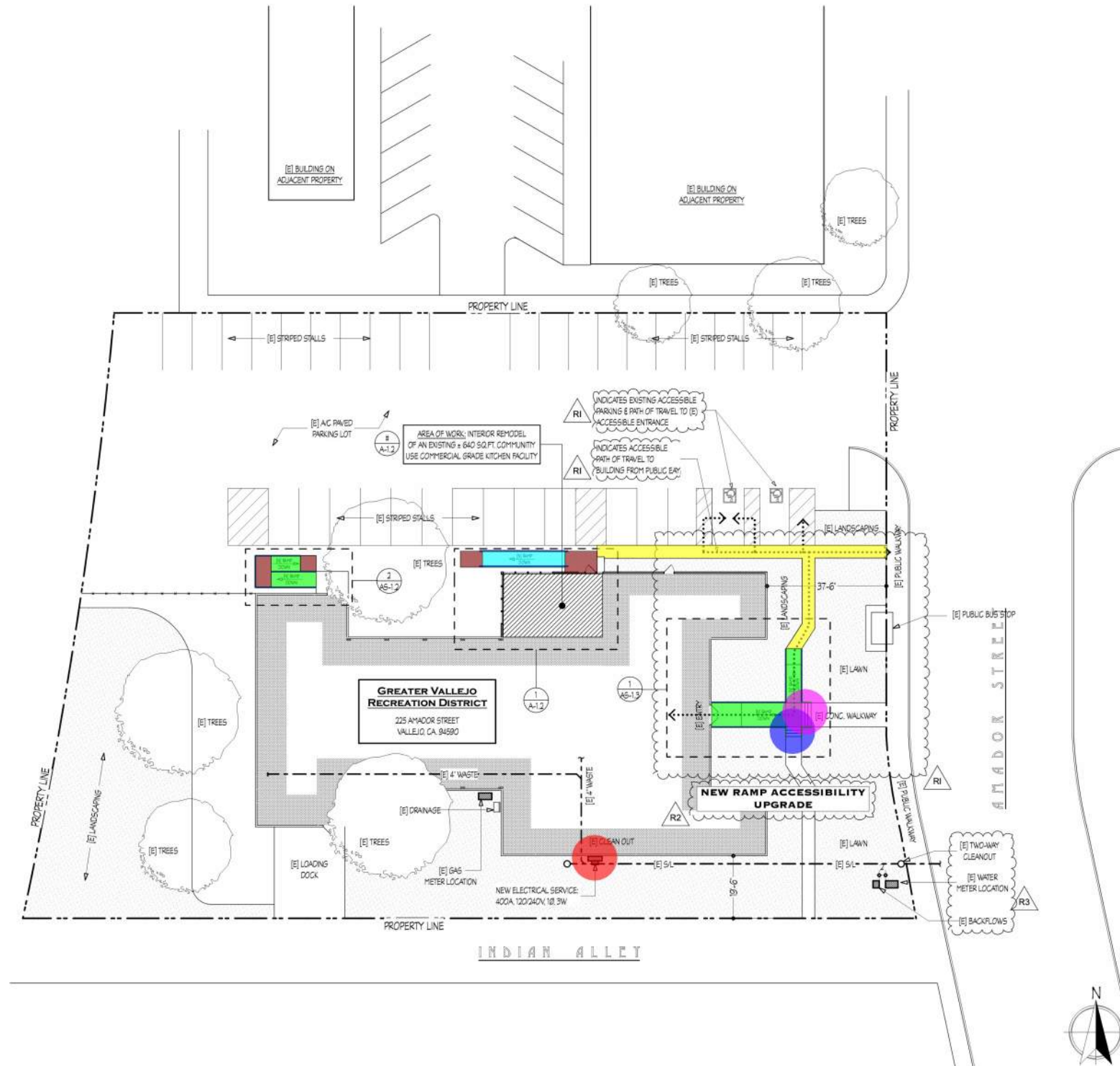
Revisions	
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



Site Plan
Scale: As Noted
MAR. 2021

Sheet Number
AS-1.1
7 of 30



Site Plan	
● New Electrical Service 400A 120/240, 1Ø@	1.0
■ Concrete Ramp	422.4 SQ FT
■ Sidewalk Way	493.0 SQ FT
● Stair	1.0
● Stair	1.0
■ Concrete Ramp	132.5 SQ FT
■ Concrete Landing	180.1 SQ FT
■ (1 1/2" Dia x 36" H) Handrail	161.0 FT
■ (4" H) Concrete Curb	204.0 FT

- Remove Existing Counters
- Remove Existing Drop Ceiling & Framing Above
- Dashed Line Indicates Relocated Existing Ducting
- Remove Existing Load Bearing Wall & Replace w/New Beams Per Plan
- Remove Existing Non-Load Bearing Wall
- New Opening in Existing Wall For New Door Location
- New Opening in Existing Wall For New Pass-Thru Window
- Remove Door
- Remove Existing Windows & Replace w/New Windows Per Plan
- Remove Flooring
- (4'-0" x 4'-6") Single Hung Window w/Frame
- (3'-0" x 7'-0") Single Leaf Door w/Frame
- Hand Rail
- (10'-0" H) Infill @ Exist Opening
- Relocate Existing Supply Register
- Remove F.S.

- 20.2 FT
- 92.6 SQ FT
- 1.7 FT
- 22.1 FT
- 20.4 FT
- 3.4 FT
- 3.4 FT
- 4.0
- 8.0
- 643.6 SQ FT
- 8.0
- 3.0
- 56.2 FT
- 17.4 FT
- 1.0
- 1.0

MECHANICAL DUCT SUPPORTS ARE TO BE INSTALLED PER SHACNA HVAC DUCT CONSTRUCTION STANDARDS PER 2016 CHC SEC. 603

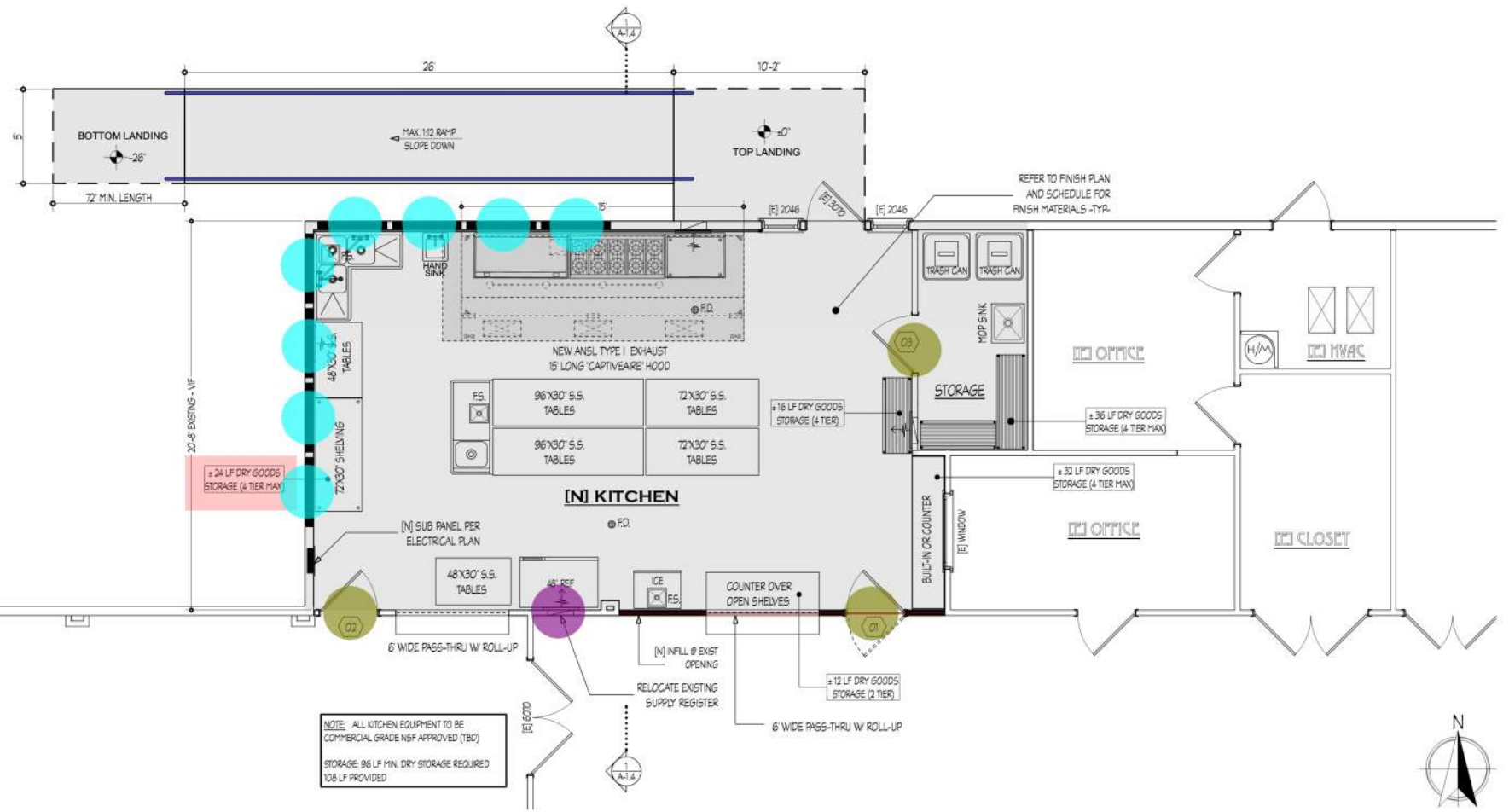
REFER TO SHEET G-1.3 FOR GREEN BUILDING MEASURES THAT ARE TO BE COMPLIED WITH

COVER ALL DUCT OPENINGS FOR DUST CONTROL AT TIME OF ROUGH INSTALLATION AND DURING STORAGE @ CONSTRUCTION SITE COVER OPENINGS WITH TAPE, PLASTIC, SHEET METAL OR OTHER METHODS TO KEEP OUT DEBRIS

MECHANICAL DUCTS ARE TO BE BRACED & GUYED TO PREVENT LATERAL OR HORIZONTAL SWING PER 2016 CHC SECTION 603.2.5

PROJECT USES EXISTING HVAC SYSTEM WITH NO EQUIPMENT ALTERATIONS OTHER THAN NEW REGISTER LOCATIONS AND NEW R-8 DUCTING WHERE OCCURS

EXISTING AREA ABOVE CEILING IS AIR RETURN PLENUM EXISTING SUPPLY & RETURN REGISTERS ARE FIRE RATED DAMPERS INTO COMMON CORRIDOR GC TO VERIFY THEIR LOCATIONS AND THAT THEY ARE OPERATIONAL



1 Floor Plan (Revised)
Scale: 1/4" = 1'-0"

DOOR SCHEDULE											
DOOR MARK	DOOR SPECIFICATIONS								FRAME		REMARKS:
	TYPE	SIZE	MANUF.	CLOSER	PANIC HARDWARE	HARDWARE GROUP	MATERIAL	FINISH	MATERIAL	FINISH	
01	NEW	3070	WESTERN OREGON DOOR OR EQUAL	✓		NEW	A	1	A	1	1 2 3 4 5
02	NEW	3070	WESTERN OREGON DOOR OR EQUAL			NEW	A	1	A	1	1 2 3 5
03	NEW	3070	WESTERN OREGON DOOR OR EQUAL			NEW	A	1	A	1	1 2 3 5

- DOOR SCHEDULE GENERAL NOTES:
- THE MAXIMUM EFFORT TO OPERATE DOORS SHALL NOT EXCEED 5 LBS. FOR EXTERIOR & INTERIOR DOORS, SUCH PULL OR PUSH EFFORT BEING APPLIED AT RIGHT ANGLES TO HINGED DOORS AND AT THE CENTER PLANE OF SLIDING OR FOLDING DOORS. COMPENSATING DEVICES OR AUTOMATIC DOORS MAY BE UTILIZED TO MEET THE ABOVE STANDARDS. WHEN FIRE DOORS ARE REQUIRED, THE MAXIMUM EFFORT TO OPERATE THE DOOR MAY NOT EXCEED 15 LBS.
 - LATCHING AND LOCKING DOORS THAT ARE HAND ACTIVATED AND WHICH ARE IN A PATH OF TRAVEL SHALL BE OPERABLE WITH A SINGLE EFFORT LEVER TYPE HARDWARE, PANIC BARS, PUSH-PULL ACTUATING BARS, OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE.
 - ACCESSIBLE DOOR THRESHOLD THE FLOOR OR LANDINGS SHALL NOT BE MORE THAN 1/2 INCH LOWER THAN THE THRESHOLD OF THE DOORWAY. CHANGE IN LEVEL BETWEEN 1/4 INCH AND 1/2 INCH SHALL BE BEVELLED WITH A SLOPE NO GREATER THAN ONE UNIT VERTICAL IN TWO UNITS HORIZONTAL (50% SLOPE).
 - THE BOTTOM 10" OF ALL ACCESSIBLE DOORS SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE TO ALLOW THE DOOR TO BE OPENED BY A WHEELCHAIR FOOTREST WITHOUT CREATING A TRAP OR HAZARDOUS CONDITION. WHERE NARROW FRAME DOORS ARE USED A 12" HIGH SMOOTH PANEL SHALL BE INSTALLED ON THE PUSH SIDE OF THE DOOR, WHICH WILL ALLOW THE DOOR TO BE OPENED BY A WHEELCHAIR FOOTREST.
 - DOOR TO HAVE AUTOMATIC CLOSER. DOORS WITH SELF CLOSERS SHALL HAVE THE SWEEP PERIOD OF THE CLOSER ADJUSTED SO THAT FROM AN OPEN POSITION 0° TO 90° DEGREES, THE DOOR WILL TAKE AT LEAST 3 SECONDS TO MOVE TO A POINT 3 INCHES FROM THE LATCH, MEASURED TO THE LEADING EDGE OF THE DOOR.

DOOR MATERIALS AND FINISHES	
MATERIAL (A)	1/2" THICK SOLID PARTICLE CORE DOOR - NON RATED- 5 PLY OR 7 PLY W FACTORY FINISH W ROTARY WHITE BIRCH VENEER
FINISH (1)	FACTORY PRIME FELD PAINTED FINISH



Existing/Demo Floor Plan
Scale: 1/4" = 1'-0"



Revisions	
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



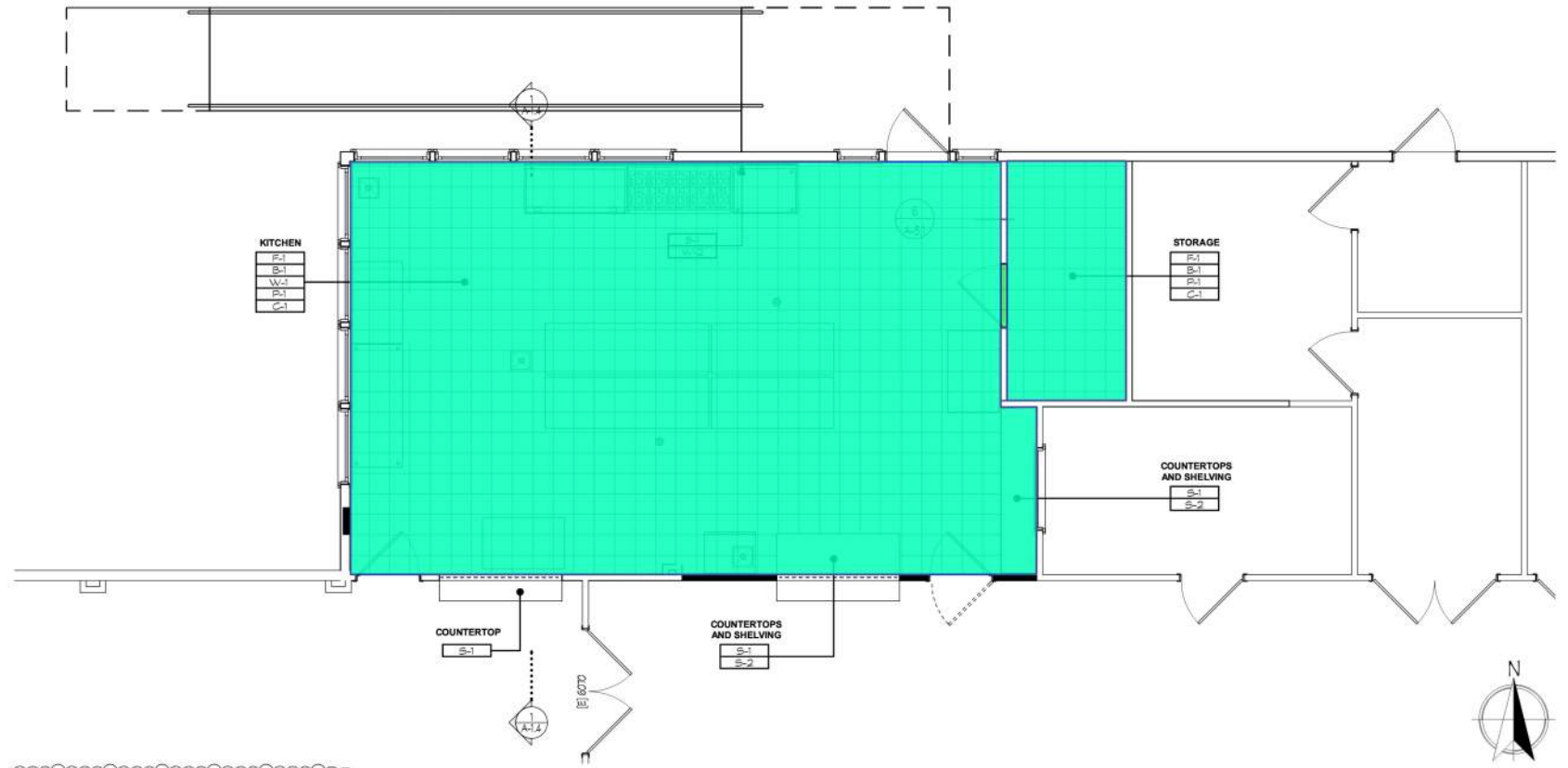
Floor Plans
Scale: As Noted
MAR. 2021

Sheet Number
A-1.2
11 of 30

INTERIOR FINISH SCHEDULE:

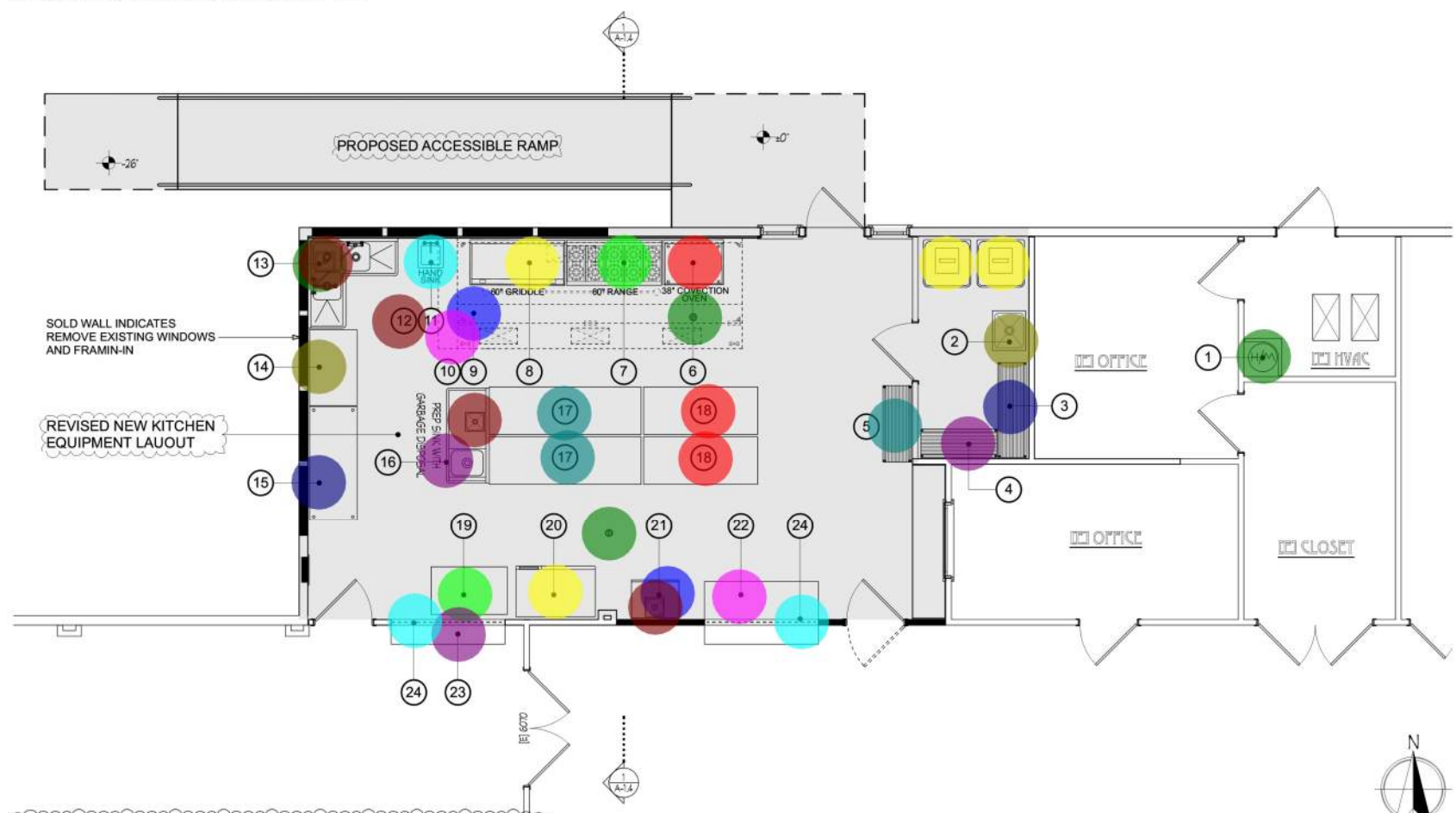
FINISH	LOCATION	MANUFACTURER	TYPE	COLOR	SIZE	REMARKS
F-1	FLOOR	DALTILE	QUARRY	OTOS - AOOBE BROWN	6' SQ.	FLOOR TILE
B-1	BASE BD	DALTILE	QUARRY	OTOS - AOOBE BROWN	6' TALL	COVERED BASE TILE
W-1	WALL	MARLITE	COMM. GRADE FRP WALL PANELS	BRIGHT WHITE	48" MIN.	48" TALL OR 12" ABOVE TALLEST PLUMBING FIXTURE WHICH EVER IS GREATER. ALUM. TORRONT. C-CHANNEL SEALED TO COVER BASE AND WALL FINISH - TYP.
W-2	WALL	T.B.D.	STAINLESS STEEL WALL PANELING (FULL HEIGHT)	STAINLESS	FULL HT.	CUSTOM FIELD-BUILT
P-1	WALL PAINT	KELLEY MOORE	PAINT	WHITE	CONT.	SEMI-GLOSS (CONSULT WITH CLIENT FOR FINISH)
C-1	CLG PAINT	KELLEY MOORE	PAINT	WHITE	CONT.	SEMI-GLOSS (CONSULT WITH CLIENT FOR FINISH)
S-1	SURFACE	T.B.D.	COUNTER		CONT.	STAINLESS STEEL COUNTER TOP
S-2	SURFACE	STAINLESS STEEL	SHELVES	T.B.D.	T.B.D.	

- AREAS MARKED "NC" (NOT IN CONTRACT) ARE EXCLUDED FROM THE SCOPE OF WORK.
- PROVIDE ROOM FINISHES AS FOLLOWS:
 - FLOORING F-1-F-3
 - PARTITIONS PAINT P-1
 - CEILING GYPSUM PAINT C-1
 - WALL BASE B-1, B-2
 - COUNTERTOP C-1
 - CABINET C-1
- THE FINISH PLANS INDICATE THE TYPES AND EXTENTS OF FINISHES. REFER TO THE PROJECT & MANUFACTURERS' MANUALS FOR ADDITIONAL INFORMATION, INCLUDING SURFACE PREPARATION AND INSTALLATION INSTRUCTIONS.
- NOTIFY THE ARCHITECT IMMEDIATELY OF CONFLICTING CONDITIONS PRIOR TO AND DURING CONSTRUCTION. PROCEED WITH WORK ONLY AFTER THE DISCREPANCIES HAVE BEEN RESOLVED.
- PATCH AND REPAIR AREAS AFFECTED BY DEMOLITION WORK. COLOR AND FINISH TO MATCH ADJACENT SURFACES, UNLESS OTHERWISE NOTED.
- PROVIDE CUSTOM CABINETS WITH PLASTIC LAMINATE FINISH. TYPICAL, UNO. PROVIDE WHITE MELAMINE FINISH ON CABINET INTERIORS, UNLESS OTHERWISE NOTED. SUBMIT SAMPLES.
- LEVEL THE FLOOR SLAB AS REQUIRED FOR INSTALLATION OF SCHEDULED FLOOR COVERINGS.
- FINISH DOORS ON SIX SIDES.
- AT DOOR OPENINGS, LOCATE TRANSITION OF FLOORING UNDER THE CENTER OF DOOR IN THE CLOSED POSITION, SUCH THAT THERE ARE NO VISIBLE FINISH TRANSITIONS PEERING THROUGH FROM UNDER THE DOOR.
- WHERE FLOORING TRANSITION OCCURS AT CASING OPENINGS, LOCATE TRANSITION AT INSIDE FACE OF OPENING UNLESS OTHERWISE NOTED.
- PROVIDE REDUCER STRIP WHERE DISSIMILAR FLOOR SURFACES MEET. COLOR TO MATCH WALL BASE IN ROOM, UNLESS OTHERWISE NOTED.
- WHERE A ROOM OR AREA IS SCHEDULED TO HAVE TILES ON PARTITIONS, BASE AND FLOOR, ALIGN VERTICAL JOINTS ON WALLS WITH FLOORING AND BASE JOINTS, UNLESS OTHERWISE NOTED.
- LAY TILES WITH START POINTS AT CENTER OF THE ROOM BOTH WAYS, WITH NO TILES AT THE PERIMETER TO BE LESS THAN HALF THE WIDTH OF THE TILE, UNLESS OTHERWISE NOTED.
- LAY CARPET IN OPEN AREAS IN THE SAME DIRECTION. TYPICAL, UNO. PATTERN DEVIATION (ASKWISD) IS NOT TO EXCEED 1/4" IN 12'-0" UPON COMPLETION OF INSTALLATION.
- FABRICATE CARPET FROM A SINGLE DYE LOT.
- PROVIDE STRAIGHT RESILIENT BASE AT CARPET FLOORING AND COVER BASE AT RESILIENT FLOORING, UNLESS OTHERWISE NOTED.
- PROVIDE RESILIENT BASE FROM A CONTINUOUS ROLL.
- REMOVE SPLATTERED PAINT AND CLEAN DIRT FROM WINDOW & TRIM.
- PAINT NEW AND EXISTING GYPSUM BD PARTITIONS AND WALLS IN LEVEL 4 PAINT FINISH, UNLESS OTHERWISE NOTED.
- PAINT FIRE EXTINGUISHER CABINETS WITH TWO (2) COATS OF SEMI-GLOSS PAINT TO MATCH COLOR OF ADJACENT PARTITION.
- PAINT ACCESS DOORS/ PANELS AND BOXES TO MATCH COLOR OF ADJACENT WALL/ CEILING SURFACES, UNLESS OTHERWISE NOTED.
- PAINT GYPSUM BOARD CEILINGS WITH FLAT FINISH, UNO.
- PLASTIC LAMINATE FINISH ON CUSTOM CABINETS TO COMPLY WITH ANSI STANDARDS FOR CUSTOM GRADE FABRICATION.
- DO NOT SCALE THE DRAWINGS. CONDUCT SITE VISITS TO VERIFY PROJECT CONDITIONS AND TO DETERMINE QUANTITIES REQUIRED TO COMPLETE THE WORK.
- CLEANING AND RETOUCHING:
 - CLEAN UP AS WORK PROGRESSES AT COMPLETION OF PAINTING. REMOVE PAINT MATERIALS AND EQUIPMENT. REMOVE PAINT SPOTS AND CLEAN AREAS THOROUGHLY.
 - RETOUCH OR REFINISH PAINTED SURFACES DAMAGED BY NEW WORK.
 - IN AREAS WHERE THE STRUCTURE IS EXPOSED (NO CEILING), PAINT STRUCTURAL MEMBERS, INCLUDING THE UNDERSIDE OF CONCRETE OR METAL DECKING EXPOSED PIPING AND SIMILAR ELEMENTS, PAINT COLOR AS SCHEDULED.
- INTERIOR FINISHES TO COMPLY WITH THE ALLOWABLE COMBUSTIBLE MATERIAL LIST AND INSTALLATION PER CBC. INTERIOR WALL FINISHES TO COMPLY WITH CLASSIFICATIONS LISTED IN THE CBC FOR FLAME SPREAD AND SMOKE-DEVELOPED.



Floor Finish Plan
Scale: 1/4" = 1'-0"

No.	QTY.	ITEM	MANUFACTURER	MODEL No.	NSF APPROVED	SPECIALTY FABRICATED	OTHER FOOD PREPARATION	OTHER FOOD PREPARATION REQUISITE FOR PERSONNEL FULL TIME	FIXED UNIT	EXHAUST HOOD RZP/INT	NO RECYCLE DRAIN	DIRECT DRAIN	BACKLASH PROTECTION REQD	GREASE INTERCEPTOR REQD	SEALED TO FLOOR	FRP FINISH UP WALL 6'-0"	SEALED TO SIDE WALL	SEALED TO FULL HEIGHT OF WALL	REMARKS
1	1	WATER HEATER	AMERICAN STANDARD	D-60-125-A6															OR EQUAL
2	1	JANITORS MOP SINK	REGENCY	600916206															
3	1	60" WIRE SHELVING	REGENCY	480EC2460															STORAGE SHELVING [4-TIER]
4	1	48" WIRE SHELVING	REGENCY	480EC248															STORAGE SHELVING [4-TIER]
5	1	48" WIRE SHELVING	REGENCY	480EC248															STORAGE SHELVING [4-TIER]
6	1	CONVECTION OVEN	BAKERS PRIDE	BCO-61															60,000 BTU 9" X 63.37" X 41.56"
7	1	60" RANGE	COOKING PERFORMANCE GROUP	351560L															HEAVY DUTY RANGE 360,000 BTU
8	1	60" GRIDDLE	COOKING PERFORMANCE GROUP	351670P660NL															HEAVY DUTY GRIDDLE 30,000 BTU
9	1	S.S. EXHAUST HOOD	CAPTIVE-AR	5424ND-2W-PSR-PB															15 LONG CAPTIVE-ARE TYPE I HOOD
10	1	EXHAUST HOOD ANSUL SYSTEM	CAPTIVE-AR	4244VH-S															CAPTIVEARE HOOD ANSUL SYSTEM
11	1	S.S. HAND SINK	LAMBERTSON IND.	H51816															
12	1	HAND SOAP DISPENSER	BOBRICK	B-211															
F-1		CORNER 3-COMP SINK	REGENCY	724.1 90 FT															WITH PRE-RINSE SPRAYER
B-1		SHALVESS DIRT TABLE	REGENCY	127.2 FT															48" X 30"
P-1		SHALVESS DIRT TABLE	REGENCY	122.4 FT															STORAGE SHELVING [4-TIER]
C-1		SHALVESS DIRT TABLE	REGENCY	723.1 90 FT															W NEW FLOOR SINK - ZURN OR EQUAL
		Water Heater		1.0															96" X 30"
		Janitors Mop Sink		1.0															72" X 30"
		60" Wire (4-Tier) Shelving		1.0															4 LF OF STORAGE [1-TIER]
		48" Wire (4-Tier) Shelving		1.0															
		48" Wire (4-Tier) Shelving		1.0															
		(60,000 BTU 9"x63.37"x41.56") Convection Oven		1.0															
		60" Cooking Range		1.0															
		60" Griddle		1.0															
		(15'-0" L) S.S. Exhaust Hood		1.0															
		Exhaust Hood Ansul System		1.0															
		S.S. Hand Sink		1.0															
		Hand Soap Dispenser		1.0															
		Corner 3-Comp Sink		1.0															
		(48"x30") Stainless Steel Table		1.0															
		72" Wire Shelving		1.0															
		S.S. Prep Sink		1.0															
		(96"x30") Stainless Steel Table		2.0															
		(72"x30") Stainless Steel Table		2.0															
		(4 LF) Stainless Steel Table		1.0															
		48" Refrigerator		1.0															
		ICE Maker		1.0															
		Custom Counter		1.0															
		(34" H) Roll-Up Counter Door		2.0															
		(1'-0" x 1'-0") F.S.		3.0															
		FD w/Trap Primer		2.0															
		(2'-6" x 2'-6") Trash Can		2.0															
		Customer Counter		1.0															



Equipment Floor Plan (Revised)
Scale: 1/4" = 1'-0"



Paul D. Friend
Architect

Revisions

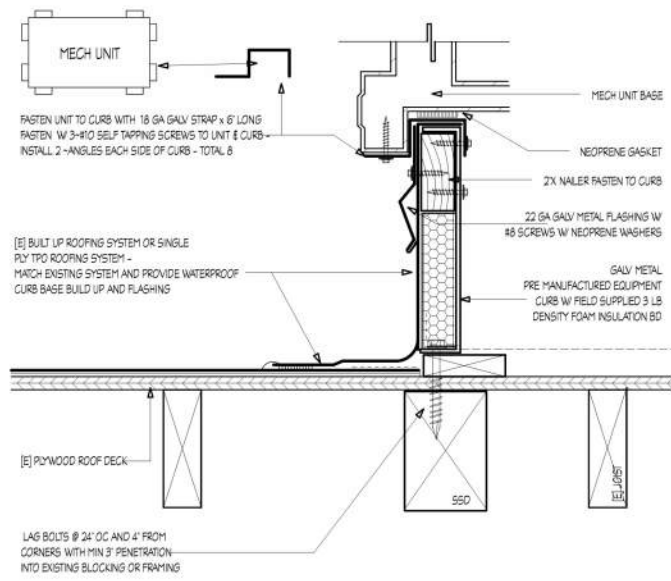
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590

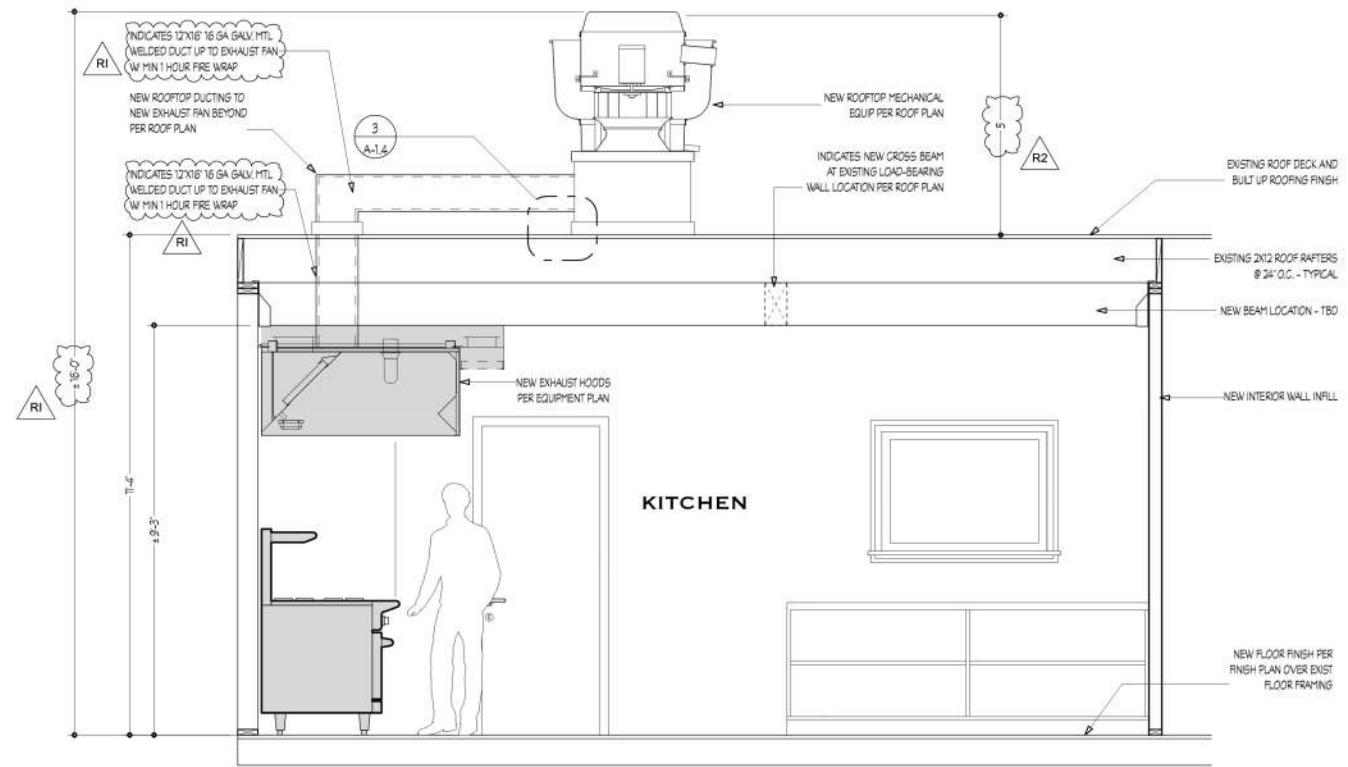


Equipment Plan & Schedule
Scale: As Noted
MAR. 2021

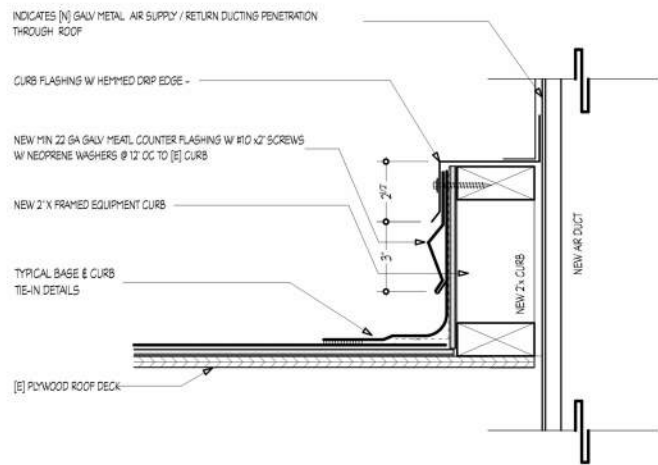
Sheet Number
A-1.3
12 of 30



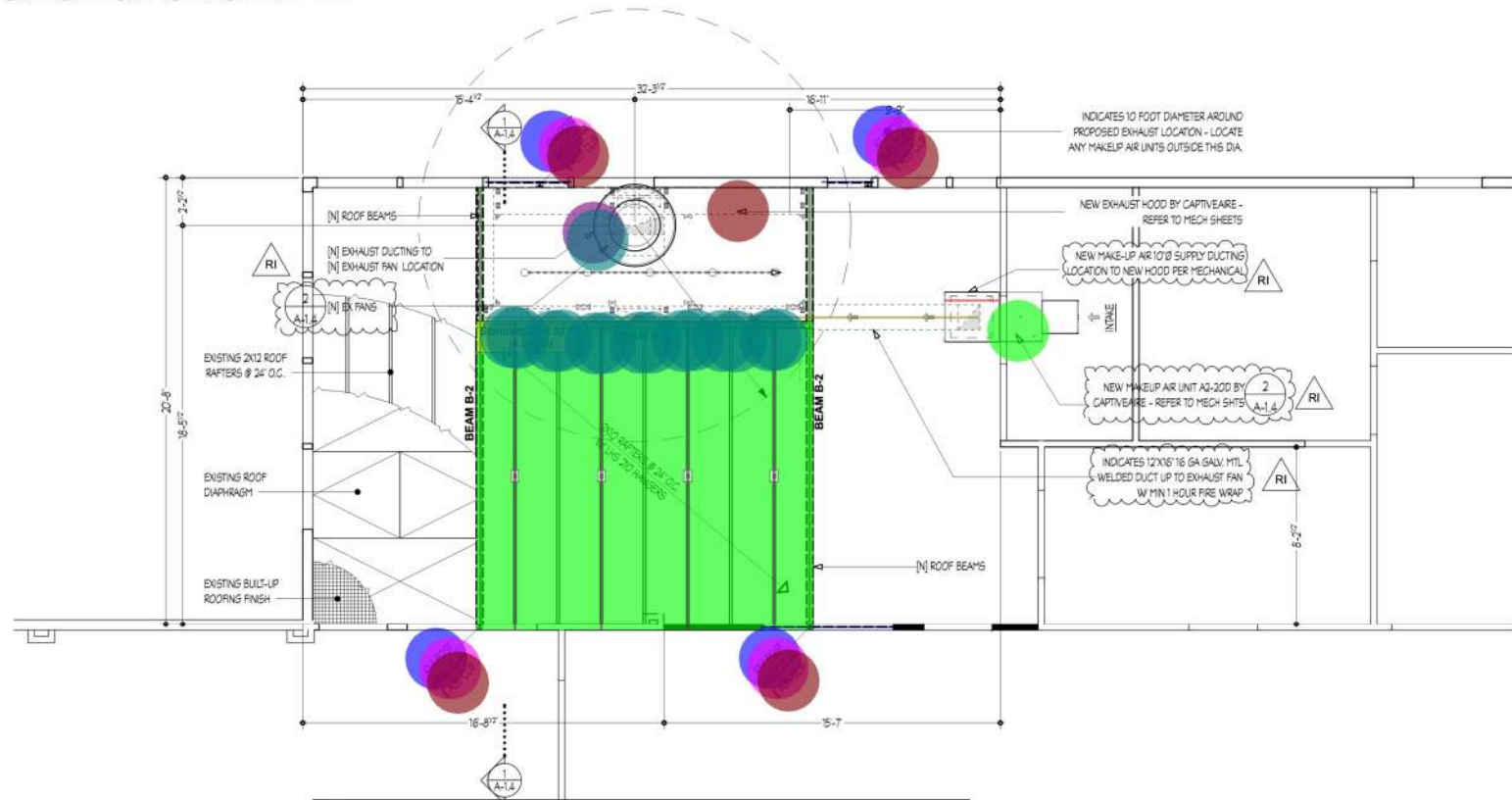
2 Mech Equipment Curb Detail
Scale: 3/4" = 1'-0"



1 Kitchen Section
Scale: 1/2" = 1'-0"



3 Duct Through Roof
Scale: 1/4" = 1'-0"



HOOD NOTES:

- SUPPLY FAN INTAKES TO BE 10 FEET MINIMUM FROM ANY VENT OR EXHAUST.
- FIRE DAMPERS REQUIRED AT HOOD SUPPLIES, PROVIDE ACCESS FOR SERVICE.
- SMOKE DETECTOR REQUIRED FOR SUPPLY FANS #1 AND #2, EACH OF WHICH IS RATED BEYOND 20000CFM. INTERLOCK MUST SHUT DOWN FAN UPON DETECTION OF SMOKE IN SUPPLY DUCT.
- EXHAUST FANS TO MOUNT ON VENTED HOOD EXTENSIONS, FLASHED AND MOUNTED TO LEVELING CURBS FABRICATED IN FIELD.
- ALL TYPE ONE DUCTING TO BE 16 GA WELDED CONSTRUCTION WITH TWO LAYERS OF 3M FIREMASTER INSULATION WRAP PER DETAILS
- INSTALL RATED ACCESS DOORS FOR CLEANING OF GREASE DUCT AT ALL CHANGES OF DIRECTION.

4 Ceiling & Roof Plan
Scale: 1/4" = 1'-0"

(2x10) Rafter @ 24" O.C.	55.8 SQ FT
(4x4) Post	4.0
W/ECCQ 44	4.0
A35 Clip	4.0
Beam B-2	20.2 FT
Beam B-1	7.5 FT
Exhaust Ducting	1.0
Exhaust Fan	1.0
(Makeup AIR Unit A2-20D By Captiveaire-Refer to Mech Shts	1.0
Exhaust Hood By Captiveaire-Refer to Mech Sheets	1.0
Indicates (12"x16"x16 GA) GALV. MTL Welded Duct up to Exhaust Fan w/Min 1 Hour Fire W...	11.5 FT
(2x6) Wood Header	6.4 FT
Make-up AIR (10" Dia) Supply Ducting Location to New Hood Per Mechanical	1.3 FT
Standard Joist	32.0 FT
"LHA" 210 Hangers	14.0



Paul D. Friend
Architect

4171 Suisun Valley Road
Suite C
Fairfield, CA 94534
707.864.8585 Fax 707.864.6803
www.PDFDesigns.com

Revisions

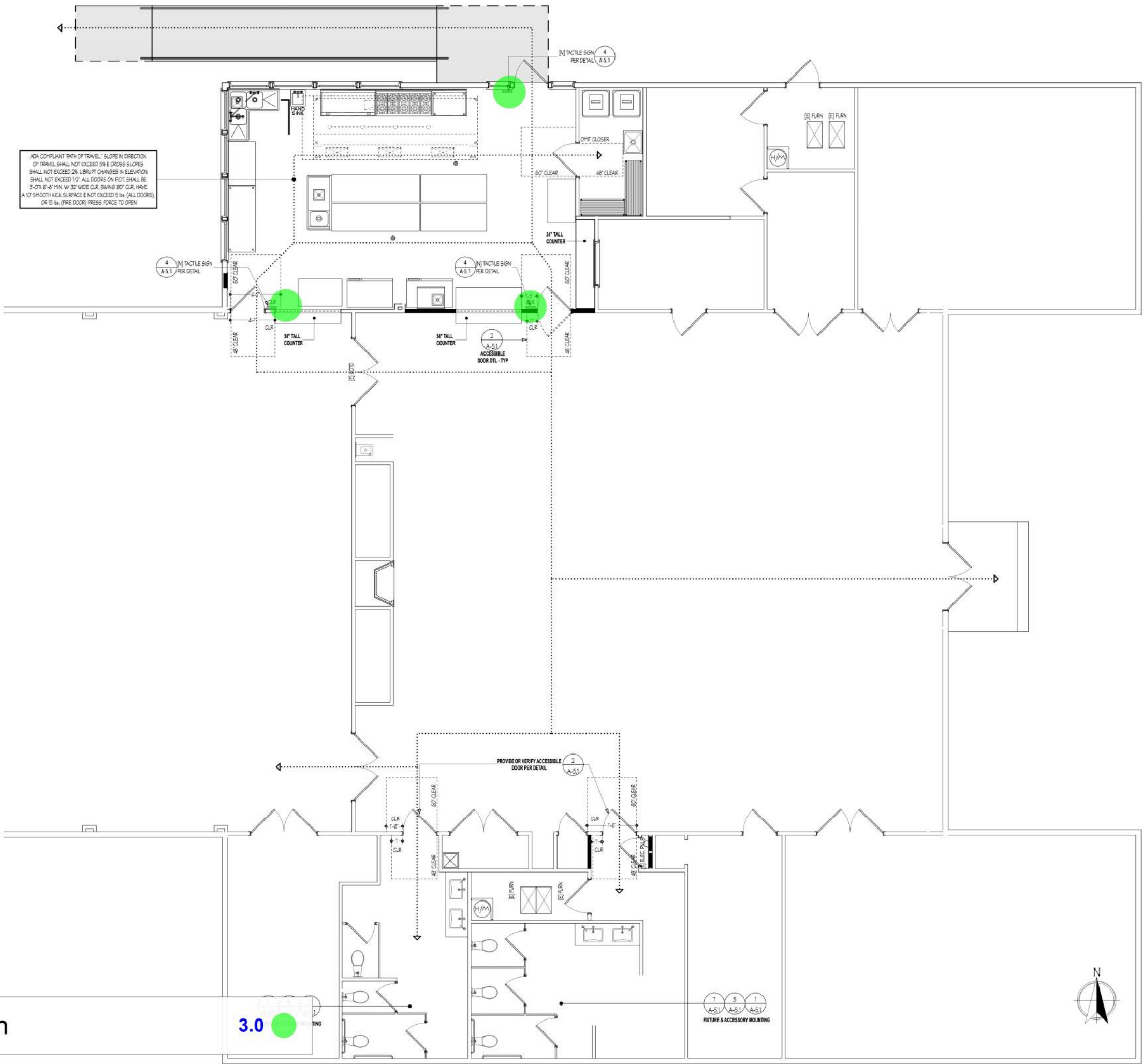
21	PLAN CHECK REV 11/13/19
22	PLAN CHECK REV 01/08/20
23	PLAN CHECK REV 02/20/20
24	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



Ceiling & Roof
Plan
Scale: As Noted
MAR. 2021

Sheet Number
A-1.4
13 of 30



Tactile Sign

Accessible Path of Travel
Scale: 1/4" = 1'-0"



4171 Suisun Valley Road
Suite C
Fairfield, CA 94534
707.864.8585 Fax 707.864.6913
www.PDFDesigns.com

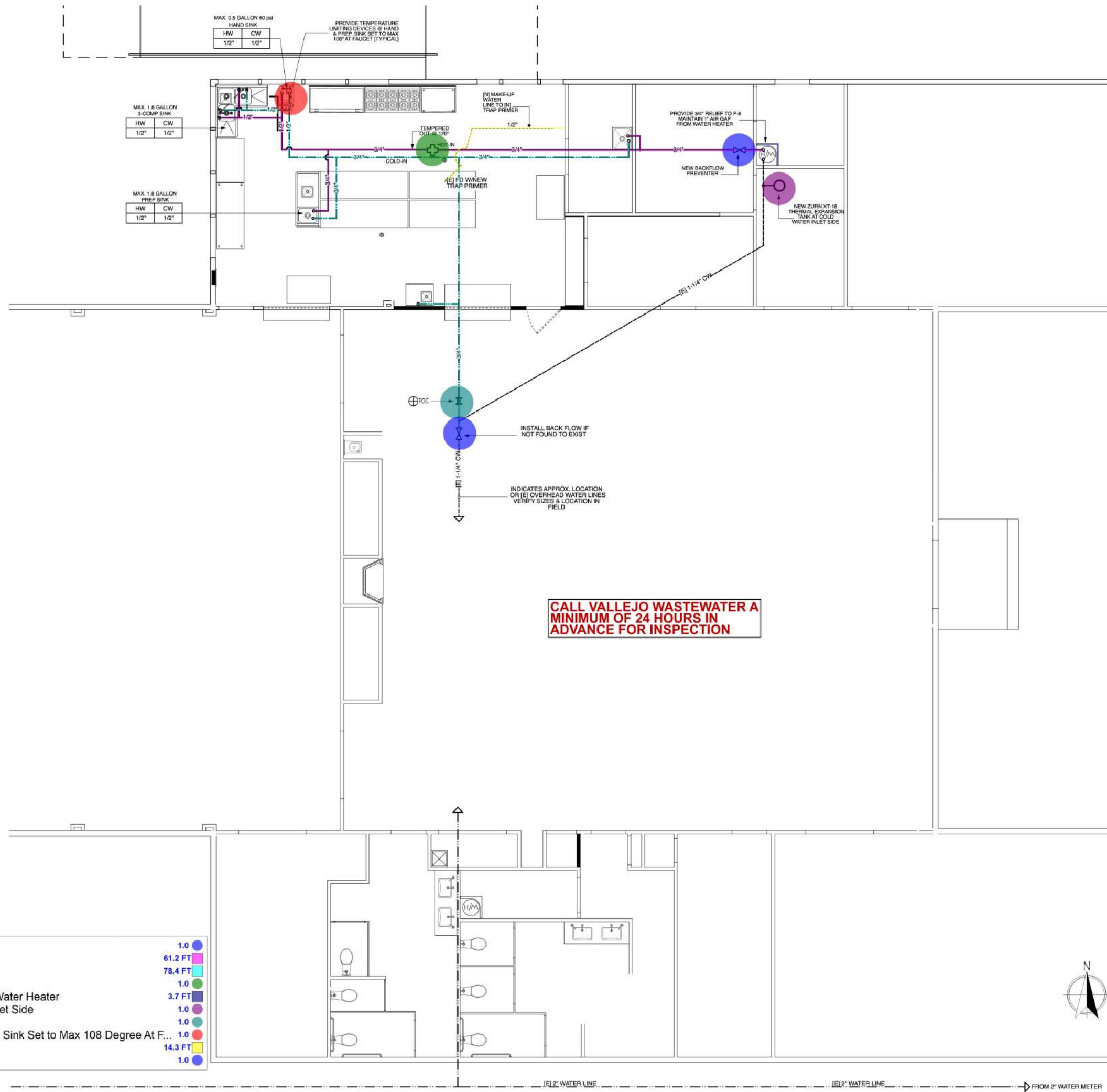
Revisions	
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



Accessible Path of Travel
Scale: As Noted
MAR. 2021

Sheet Number
A-1.5
14 of 30



- Backflow Preventor 1.0
- (3/4" Dia) Hot Water Pipe 61.2 FT
- (3/4" Dia) Cold-Water Pipe 78.4 FT
- Hot-IN 1.0
- Provide 3/4" Relief to P-8 Maintain 1" AIR Gap From Water Heater 3.7 FT
- Zurn XT-18 Thermal Expansion Tank at Cold Water Inlet Side 1.0
- POC 1.0
- Provide Temperature Limiting Device @ Hand & Prep. Sink Set to Max 108 Degree At F... 1.0
- (1/2" Dia) Water Pipe Line 14.3 FT
- Back Flow Preventer 1.0

CALL VALLEJO WASTEWATER A MINIMUM OF 24 HOURS IN ADVANCE FOR INSPECTION

WATER LINE PLAN
Scale: 1/4" = 1'-0"



Paul D. Friend
Architect
4171 Suisun Valley Road
Suite C
Fairfield, CA 94534
707.864.8585 Fax 814.6913
www.PDFDesigns.com

Revisions	
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



Water Plan
Scale: As Noted
MAR. 2021

Sheet Number
P-1.1
20 of 30



PDF
Designs, Inc.

Paul D. Friend
Architect

4171 Suisun Valley Road
Suite C
Fairfield, CA 94534
707.864.8585 Fax 707.864.6903
www.PDFDesigns.com

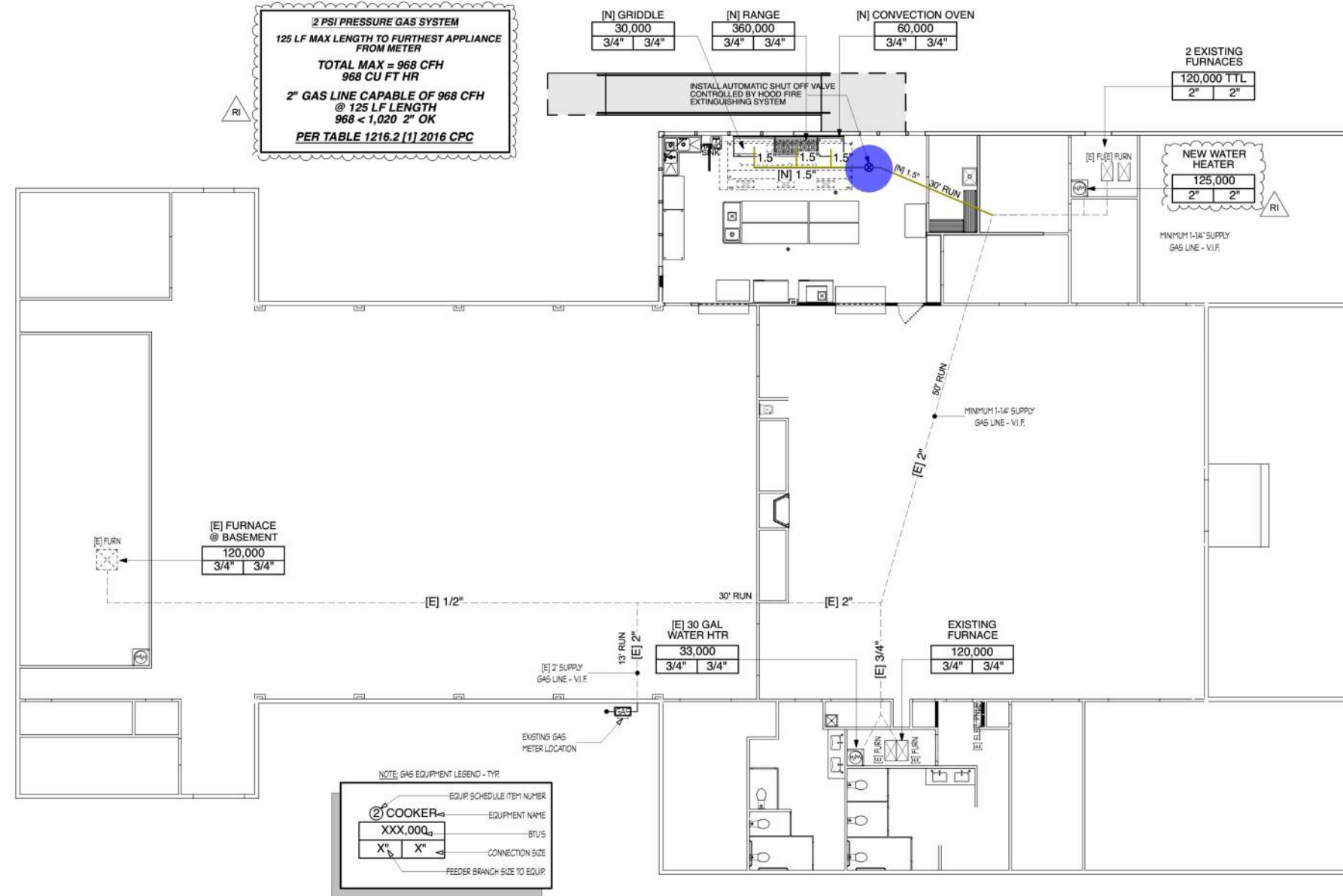
Revisions	
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



Gas Line Plan
Scale: As Noted
MAR. 2021

Sheet Number
P-1.2
21 of 30



Gas Line Plan
Scale: 1/8" = 1'-0"

(1.5" Dia) Gas Pipe Line
Install Automatic Shut Off Valve Controlled By Hood Fire Extinguishing System

35.7 FT
1.0

GREASE TRAP SIZING TABLE

FIXTURE	NUMBER OF FIXTURES	TRAP & TRAP ARM SIZE	LOAD
3 COMP. SINK	1	1-1/2"	18.9 GALLON
PREP SINK	1	1-1/2"	6.3 GALLON
HAND SINK	1	1-1/2"	4 GALLON
MOP SINK	1	1-1/2"	5 GALLON
			34.2 GALLON

TABLE 10-2: 34.2 GPM < 35 GPM SO USE 'ZURN' GT2700-35 (70 LBS) GREASE INTERCEPTOR

Water Meter Data Card

Project No.:	Notification No.:	Sales Order No.:							
Water Meter Address:	Connection Object No.:								
Building or Project Address:									
Maximum Length of the Water System:	No. of Building Stories:	Flushometer Valve Fixtures Used <input type="checkbox"/> Yes <input type="checkbox"/> No							
TABLE A-2-2010 California Plumbing Code									
Appliances, Appurtenances or Fixtures	Minimum Fixture Branch Pipe Size	Private	Public	Assembly	X	# Fixtures Added	# Fixtures Removed	# Fixtures Remaining	TOTAL ACROSS
Bathtub or Combination Bath/She (fill)	1/2"	4.0	4.0	-	X				
3/4" Bathtub Fill Valve	3/4"	10.0	10.0	-	X				
Bidet	1/2"	1.0	-	-	X				
Clothes Washer, domestic	1/2"	4.0	4.0	-	X				
Dental Unit, cuspidor	1/2"	-	1.0	-	X				
Dishwasher, domestic	1/2"	1.5	1.5	-	X				
Drinking Fountain or Water Cooler	1/2"	0.5	0.5	0.75	X			1	0.5
Hose Bib	1/2"	2.5	2.5	-	X	2			5
Hose Bib, each additional	1/2"	1.0	1.0	-	X				
Lavatory	1/2"	1.0	1.0	1.0	X			4	4
Lawn Sprinkler, each head	-	1.0	1.0	-	X				
Mobile Home, each (Minimum)	-	12.0	-	-	X				
Bar Sink	1/2"	1.0	2.0	-	X				
Clinic Faucet Sink	1/2"	-	3.0	-	X				
Clinic Flushometer Valve with or without faucet	1"	-	8.0	-	X				
Kitchen Sink, domestic	1/2"	1.5	1.5	-	X	4	-2	2	6
Laundry Sink	1/2"	1.5	1.5	-	X				
Service Sink or Mop Basin	1/2"	1.5	3.0	-	X				
Washup Sink, each set of faucets	1/2"	-	2.0	-	X	1			2
Shower, per head	1/2"	2.0	2.0	-	X				
Urinal, 1.0 GPF Flushometer Valve	3/4"	3.0	4.0	5.0	X			2	8
Urinal, greater than 1.0 GPF Flush V.	3/4"	4.0	5.0	6.0	X				
Urinal, flush tank	1/2"	2.0	2.0	3.0	X				
Washfountain, circular spray	3/4"	-	4.0	-	X				
Wtr Closet, 1.6 GPF Gravity Tank	1/2"	2.5	2.5	3.5	X				
Wtr Closet, 1.6 GPF Flushomtr Tank	1/2"	2.5	2.5	3.5	X				
Wtr Closet, 1.6 GPF Flushomtr Valve	1"	5.0	5.0	8.0	X			6	30
Wtr Closet, >1.6 GPF Gravity Tank	1/2"	3.0	5.5	7.0	X				
Wtr Closet, >1.6 GPF Flushomtr Valve	1"	7.0	8.0	10.0	X				
Other Water Requirements	GPM for								55.5
For Explanations, see 2010 California Plumbing Code, page 218.									
CAPACITY FEES ARE BASED ON ALL NEW AND / OR ADDITIONAL DEMAND									

PER TABLE 610.3 2016 CPC
2" METER AND 2" BUILDING SUPPLY LINE W/ > 60 PSI -
180 MAX LENGTH = 370 FIXTURE UNITS > PROPOSED 57 UNITS

- (2" Dia) Sewer Pipe Line
- (1-1/2" Dia) VTR
- Valve Clean Out
- Clean Out
- (1/2" Dia) Trap Primer Lines To Floor Plan
- (1-1/2" Dia) Sewer Pipe

79.1 FT

3.0

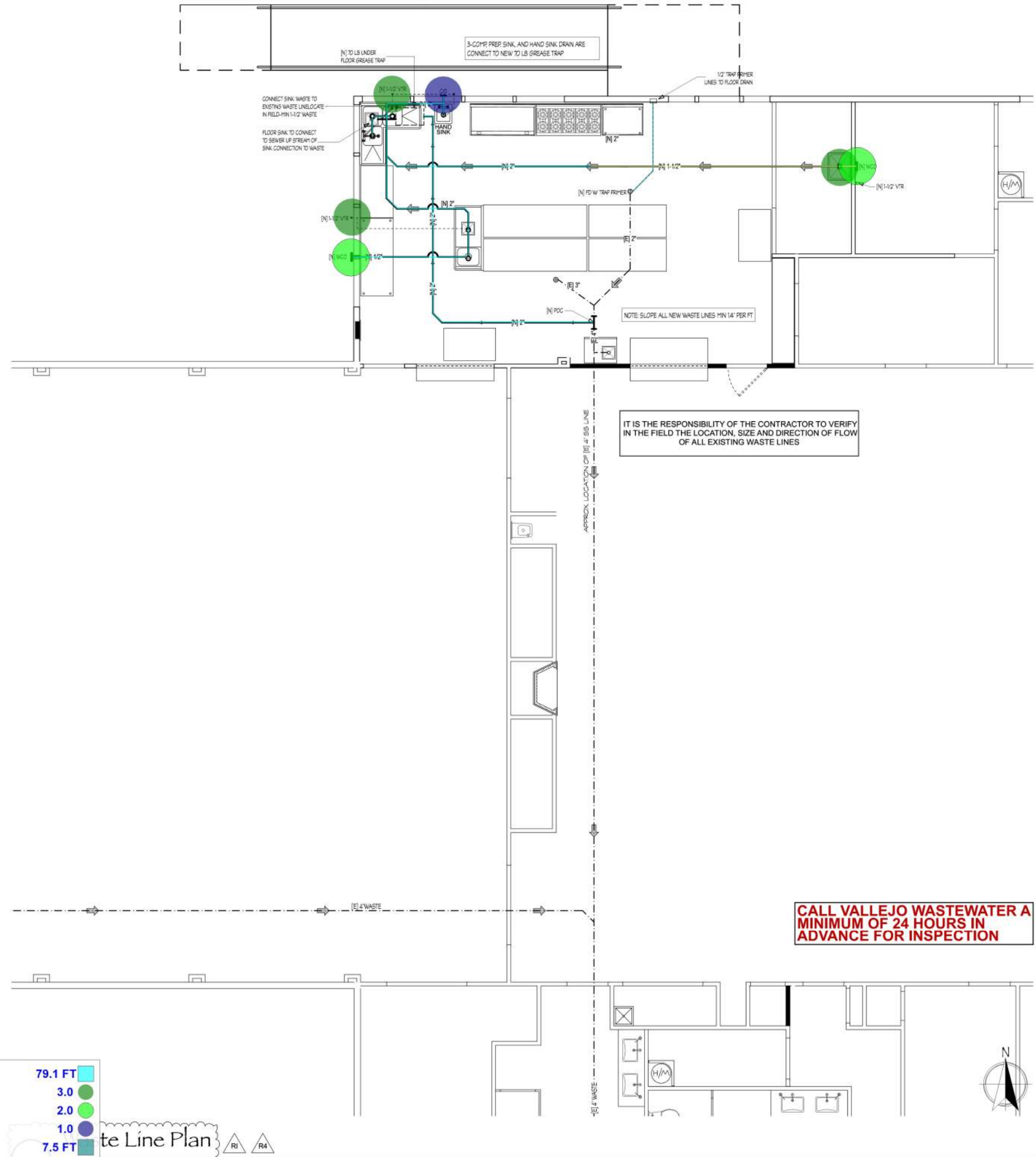
2.0

1.0

7.5 FT

20.1 FT

1/4" = 1'-0"



IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY IN THE FIELD THE LOCATION, SIZE AND DIRECTION OF FLOW OF ALL EXISTING WASTE LINES

CALL VALLEJO WASTEWATER A MINIMUM OF 24 HOURS IN ADVANCE FOR INSPECTION

PDF Designs, Inc.
Paul D. Friend Architect
4171 Suisun Valley Road
Suite C
Fairfield, CA 94534
707.864.8588 Fax 707.864.8903
www.PDFDesigns.com

Revisions	
01	PLAN CHECK REV 11/13/19
02	PLAN CHECK REV 01/08/20
03	PLAN CHECK REV 02/20/20
04	CLIENT REV 03/12/21

GVRD - Community Center Kitchen T.I.
For: The Greater Vallejo Recreational District
225 Amador Street Vallejo Ca. 94590



Waste Line Plan
Scale: As Noted
MAR. 2021

Sheet Number
P-13
22 of 30

Kitchen TI & Electrical Service Upgrade

255 Amador Street
Vallejo, CA 94590

* ELECTRICAL ENGINEERING *



Grewal Engineering Associates, Inc.
American Canyon, CA 94503
Phone: 707-373-9451
Email: pjgrewal@sbcglobal.net

* CONSULTING * DESIGN * STUDIES *



OWNER: **GVRD
Community
Center**

225 Amador Street
Vallejo, CA 94590

ELECTRICAL SITE PLAN

PERMIT SET
03 NOVEMBER 2020

JOB NO: 19-0005

SCALE: AS SHOWN

DATE: 02 JAN 2019

COPYRIGHT:

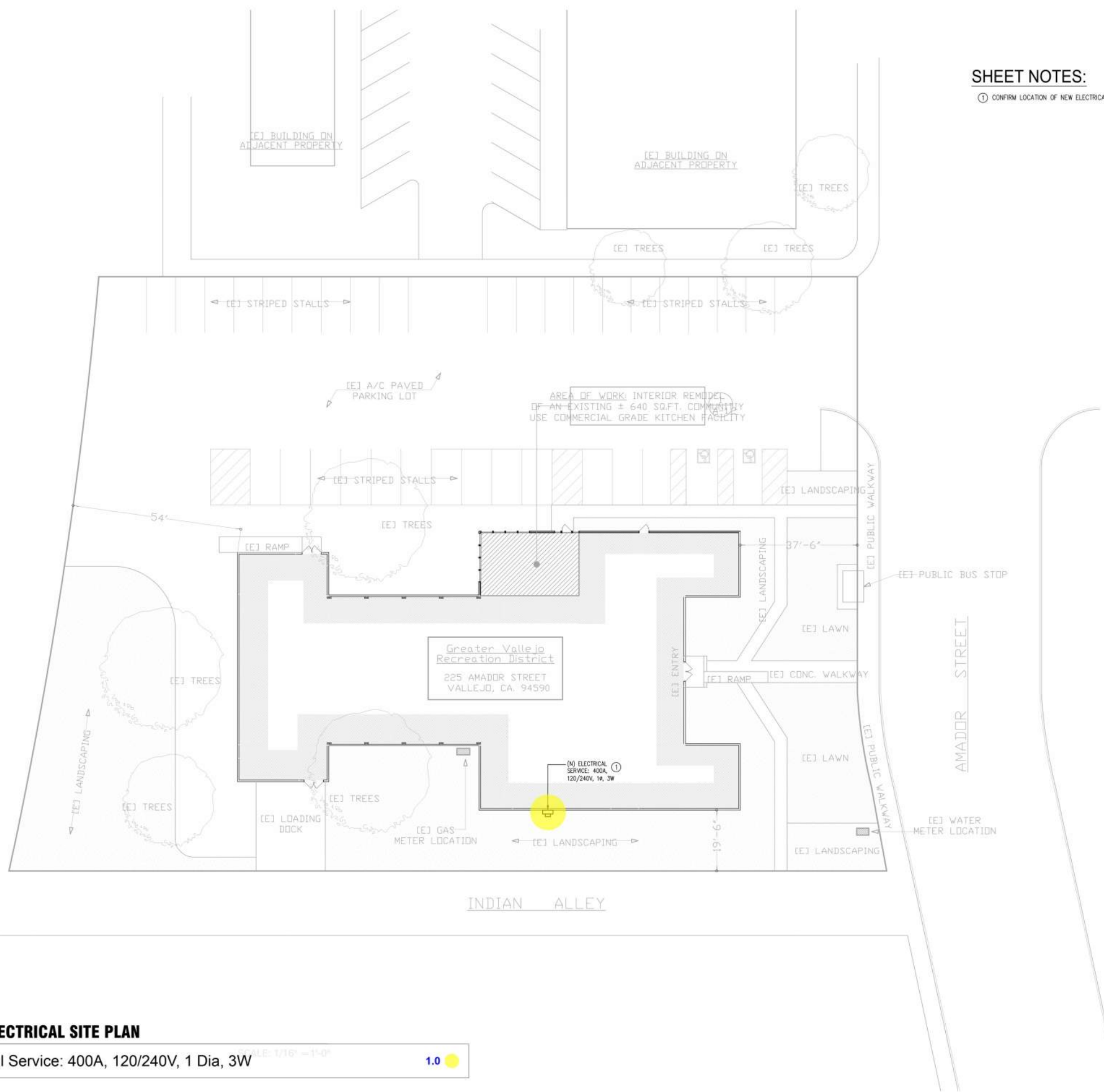
REVISIONS:

DRAWN BY

E1.0

SHEET NOTES:

① CONFIRM LOCATION OF NEW ELECTRICAL SERVICE WITH PG&E.



1 **ELECTRICAL SITE PLAN**

•• Electrical Service: 400A, 120/240V, 1 Dia, 3W

SCALE: 1/16" = 1'-0"

1.0

Kitchen TI & Electrical Service Upgrade

255 Amador Street
Vallejo, CA 94590

* ELECTRICAL ENGINEERING *



Grewal Engineering Associates, Inc.
American Canyon, CA 94503
Phone: 707-373-9451
Email: pjgrewal@sbcglobal.net

* CONSULTING * DESIGN * STUDIES *



OWNER: **GVRD Community Center**

225 Amador Street
Vallejo, CA 94590

ELECTRICAL PANEL LOCATIONS

PERMIT SET
03 NOVEMBER 2020

JOB NO: 19-0005

SCALE: AS SHOWN

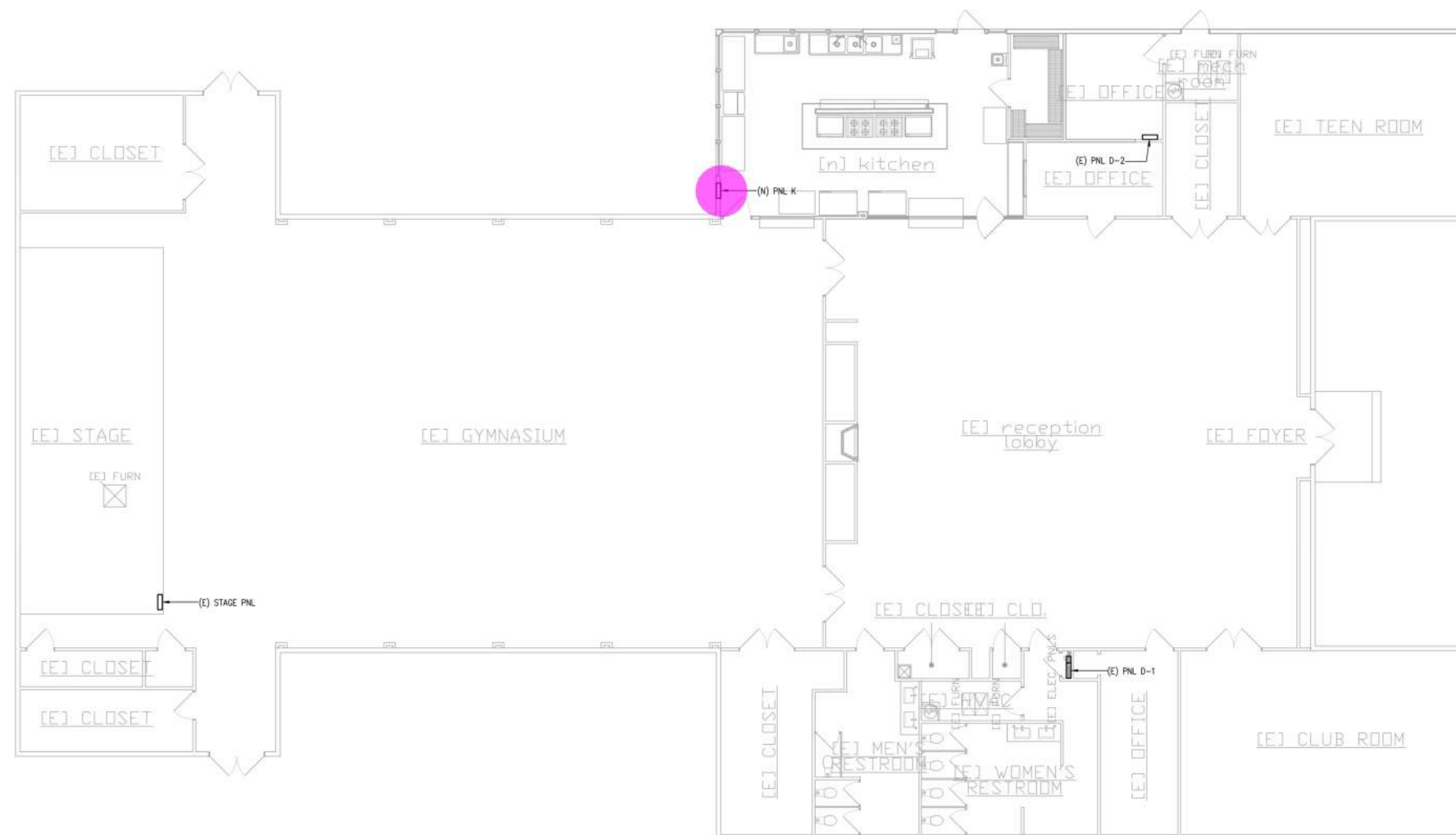
DATE: 02 JAN 2019

COPYRIGHT:

REVISIONS:

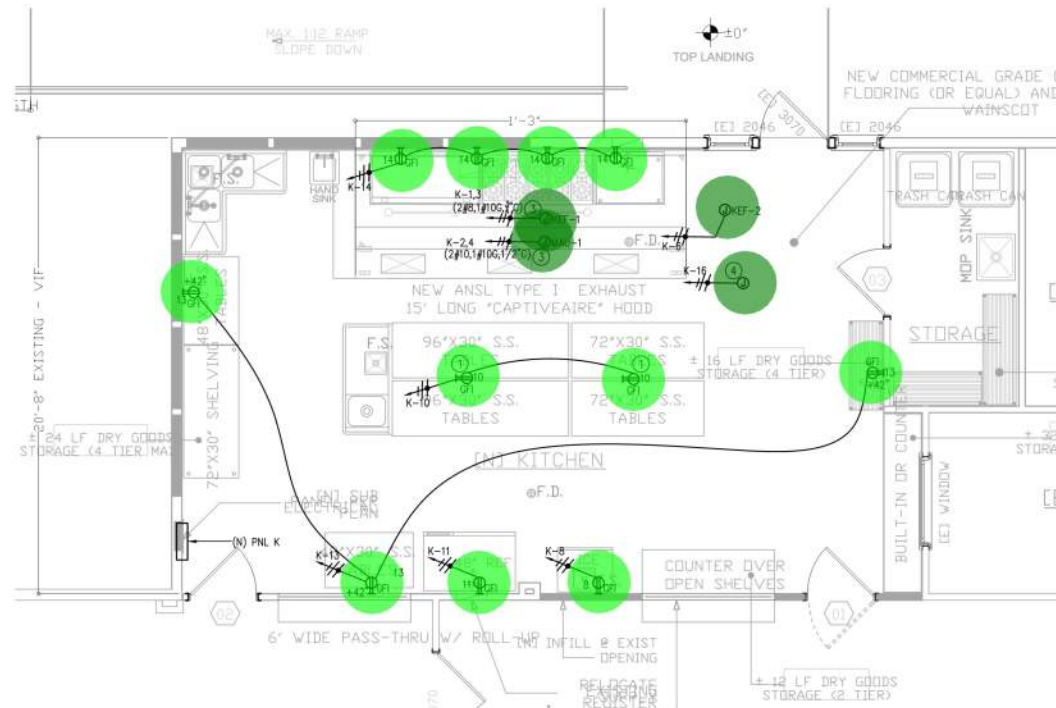
DRAWN BY

E2.0

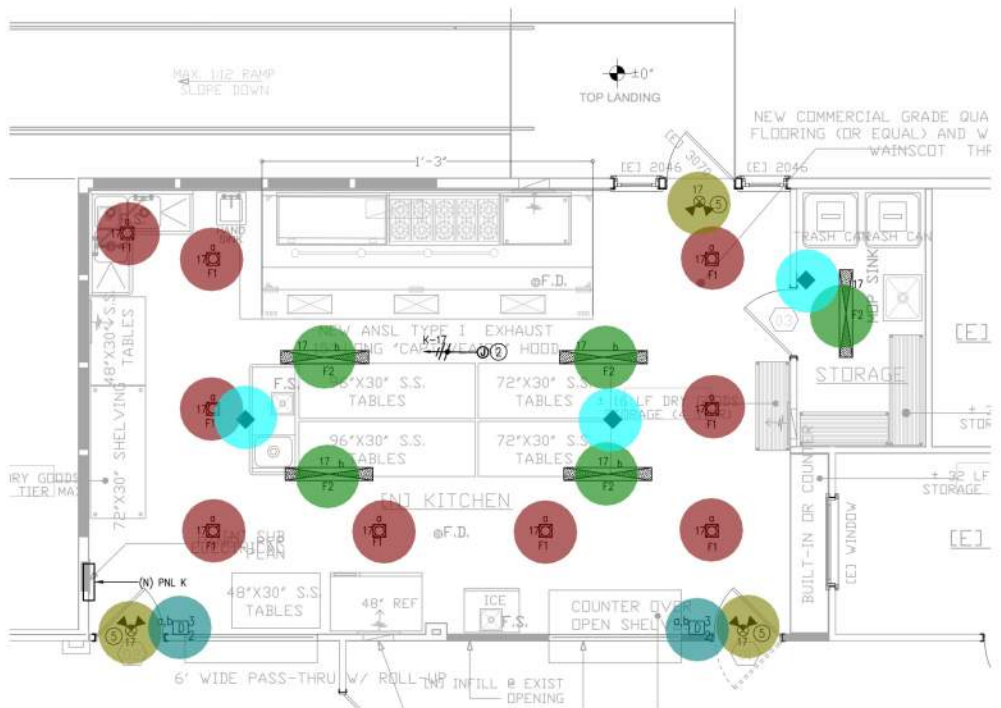


1 ELECTRICAL PANEL LOCATIONS
SCALE: 1/8" = 1'-0"

• PNL-K Electrical Panel 1.0 



1 ELECTRICAL POWER PLAN - KITCHEN
E2.1 SCALE: 1/4" = 1'-0"



2 ELECTRICAL LIGHTING PLAN - KITCHEN
E2.1 SCALE: 1/4" = 1'-0"

GENERAL NOTES:

1. VERIFY MOUNTING HEIGHT AND EXACT LOCATIONS OF ALL ELECTRICAL DEVICES PRIOR TO ROUGH-IN. REVIEW ARCH DRAWINGS AND CONSULT WITH OWNER.
2. CONFIRM DEVICE COLORS WITH ARCHITECT AND OWNER.
3. RATING OF RECEPTACLES SHALL BE 20A, 120V, UNLESS SPECIFIED OTHERWISE.
4. PROVIDE A BACK BOX WITH PULL STRING FOR EACH TELE/DATA OUTLET LOCATION. CONFIRM REQUIREMENTS WITH TENANT AND OWNER.
5. CONDUCTORS SHALL BE COPPER. MINIMUM CONDUCTOR SIZE SHALL BE #12 AWG.
6. ALL CIRCUIT NUMBERS ASSIGNED TO DEVICES, FIXTURES, AND EQUIPMENT AS SHOWN ON THE PLANS SHALL BE VERIFIED IN FIELD. CIRCUITS SHALL BE UPDATED AND SHALL BE REFLECTED CORRECTLY ON THE RECORD SET DRAWINGS PROVIDED TO OWNER.
7. PROVIDE APPROVED HANDLE TIES FOR CIRCUIT BREAKERS SERVING MULTIWIRE BRANCH CIRCUITS PER CEC 210-4(B) FOR SIMULTANEOUS DISCONNECTION OF UNGROUNDED CONDUCTORS.

SHEET NOTES:

- ① RECEPTACLE HUNG FROM CEILING WITH SO CORD WITH STRAIN RELIEF. BOTTOM OF RECEPTACLE TO BE 3'-0" ABOVE WORK TABLE TOP. CONFIRM WITH OWNER.
- ② CONNECT CIRCUITS TO LIGHTS VIA DIMMERS, LIGHT SENSORS, OCCUPANCY SENSORS PER

- Ground Fault Inlet 11.0
- KEF-1 Junction 4.0
- Recessed 6" Downlight. LED w/ 0-10V Dimming. Lamp Shall Be Shatter-P9.0 9.0
- LED Exit Sign & Emergency Light Combination w/ 90-Minute Battery Back 3.0 3.0
- Surface Mounted LED (2'x4') Light Fixture w/ 0-10V Dimming 5.0
- Wall Mounted On/Off Switch w/ Raise Lower Dimming Control 2.0
- Ceiling Mounted Dual Technology Motion Sensor 3.0

LIGHTING FIXTURE SCHEDULE							
TYPE	DESCRIPTION	LAMPS		CIRCUIT VOLTS	WATTAGE	MFG & CATALOG.	APPLICATION NOTES
		TYPE	COLOR				
F1	NEW RECESSED 6" DOWNLIGHT. LED WITH 0-10V DIMMING. LAMP SHALL BE SHATTER-PROOF	LED	4000K	120V	35	LITHONIA LDNG SERIES	FIXTURE SPEC SHALL BE CONFIRMED WITH OWNER PRIOR TO BID
F2	NEW SURFACE MOUNTED LED 2'X4' LIGHT FIXTURE WITH 0-10V DIMMING	LED	4000K	120V	40	LITHONIA 2ACLX4 40L	
X	LED EXIT SIGN AND EMERGENCY LIGHT COMBINATION WITH 90-MINUTE BATTERY BACKUP	LED	-	-	-	LITHONIA LIGHTING ECR SERIES	

LIGHTING CONTROL DEVICE LEGEND:

- ◆ WALL MOUNTED (+48" AFF) ON/OFF SWITCH WITH OCCUPANCY SENSOR.
- ◆ WALL MOUNTED (+48" AFF) ON/OFF SWITCH WITH RAISE/LOWER DIMMING CONTROL. INSTALL PER MANUFACTURER GUIDELINES. "x" INDICATES CONTROLLED LIGHT FIXTURE, "y" INDICATES 3-WAY OR 1-WAY, "z" INDICATES NUMBER OF CHANNELS.
- ◆ CEILING MOUNTED DUAL TECHNOLOGY MOTION SENSOR TO PROVIDE COMPLETE AND EFFECTIVE COVERAGE OF THE AREA CONTROLLED. CONFIRM QUANTITY REQUIRED WITH MANUFACTURER. PROVIDE WITH POWER PACK AS REQUIRED.
- Ⓛ CEILING MOUNTED LIGHT SENSOR DEVICE. INTERFACE WITH LIGHTS PER MANUFACTURER GUIDELINES
- Ⓛ WALL MOUNTED (+48" AFF) ON/OFF SWITCH WITH RAISE/LOWER DIMMING CONTROL AND OCCUPANCY CONTROL. INSTALL PER MANUFACTURER GUIDELINES.

Kitchen TI & Electrical Service Upgrade

255 Amador Street
Vallejo, CA 94590

* ELECTRICAL ENGINEERING *

Grewal Engineering Associates, Inc.
American Canyon, CA 94503
Phone: 707-373-9451
Email: p.jgrewal@abcglobal.net

* CONSULTING * DESIGN * STUDIES *



OWNER: **GVRD Community Center**

225 Amador Street
Vallejo, CA 94590

ELECTRICAL KITCHEN PLANS

PERMIT SET
03 NOVEMBER 2020

JOB NO: 19-0005
SCALE: AS SHOWN
DATE: 02 JAN 2019
COPYRIGHT:
REVISIONS:

DRAWN BY

E2.1

Kitchen TI & Electrical Service Upgrade

255 Amador Street
Vallejo, CA 94590

*** ELECTRICAL ENGINEERING ***

 Grewal Engineering Associates, Inc.
 American Canyon, CA 94503
 Phone: 707-373-9451
 Email: pjgrewal@sbcglobal.net
*** CONSULTING * DESIGN * STUDIES ***



OWNER: **GVRD
Community
Center**

225 Amador Street
Vallejo, CA 94590

ROOF ELECTRICAL PLAN

PERMIT SET
03 NOVEMBER 2020

JOB NO: 19-0005

SCALE: AS SHOWN

DATE: 02 JAN 2019

COPYRIGHT:

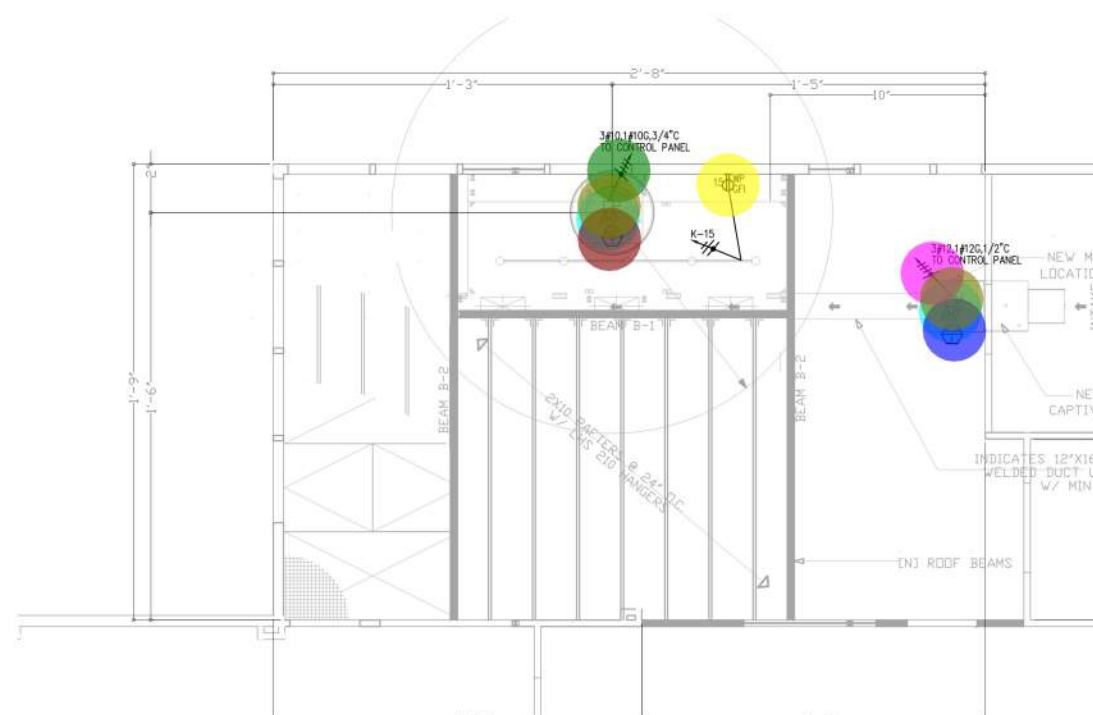
REVISIONS:

DRAWN BY

E2.2


ROOF ELECTRICAL NOTES:

1. ALL ELECTRICAL EQUIPMENT, DEVICES, AND CONNECTIONS ON ROOF SHALL BE WEATHER PROOF PER CODE.
2. COORDINATE LOCATION AND CONNECTION TO NEW EQUIPMENT WITH MECHANICAL IN FIELD. PROVIDE INDEPENDENT SUPPORT FOR DISCONNECT SWITCHES AS REQUIRED.
3. CIRCUIT CONDUCTORS INSTALLED ON ROOF SHALL BE DE-RATED PER CODE FOR LOCAL AMBIENT TEMPERATURE CONDITIONS.
4. ALL ROOF PENETRATIONS SHALL BE WATER PROOF.
5. ALL REQUIRED DISCONNECTS AND FUSES SHALL BE SIZED PER CODE.
6. ELECTRICAL CONTRACTOR SHALL COORDINATE ALL ROOF EQUIPMENT LOCATIONS, QUANTITY, AND ELECTRICAL POWER REQUIREMENTS PRIOR TO ROUGH-IN WITH OWNER, MECHANICAL CONTRACTOR, AND EQUIPMENT MANUFACTURER DATA SHEETS. ALL POWER CONNECTIONS SHALL COMPLY WITH CEC 2016.
7. PROVIDE MAINTENANCE RECEPTACLE WITHIN 25- FEET OF EVERY ROOF MECHANICAL EQUIPMENT.



1 ROOF ELECTRICAL PLAN

SCALE: 1/4" = 1'-0"

• Weather Proof Outlet	1.0	
• MUA FAN	1.0	
• 3#12, 1#12G, 1 / 2"C To Control Panel	1.0	
• Motor Finished & (Install By Other)	2.0	
• KEF-1 FAN	1.0	
• 3#10, 1#10G, 3 / 4"C To Control Panel	1.0	
• Disconnect Switch	2.0	



Maintenance Department Board Report

11/18/21

Parks and Facilities

- Highlands Park
 - Landscape contractor completed DG pathway repairs.
- Glen Cove Waterfront Park
 - Solano RCD and Yocha Dehe Wintun Nation had an online community outreach meeting on October 27th to discuss the habitat restoration project; 23 people signed in for the meeting.
 - City of Vallejo, Solano RCD, Yacha Dehe Wintun Nation, VFWD, VWA, GVRD, and the Community had a cleanup event on November 6th.
- Delta Meadow Park
 - Staff installed a smart irrigation controller.
- Full-time recruitment
 - We are getting two Maintenance Workers starting on November 29th.
- Dan Foley Park
 - We had contractors do fence and field repairs in the synthetic field.
- City Park
 - Staff installed new garbage receptacles.
 - Community cleanup event with the City tool trailer was scheduled on November 13th.
- Grant Mahony
 - Staff installed new garbage receptacles.
- Fleet Maintenance
 - Staff had a vendor do a demonstration on a parking lot sweeper.

BOARD PROJECTS UPDATE



Date 11/18/2021

TASK	START	END	% COMPLETE	DONE	NOTES
395/401 Renovations					
Design Phase	1/1/2018	6/1/2021	100%	<input checked="" type="checkbox"/>	Design phase was reinitiated by project manager after permit issued.
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"/>	The contract was signed by the contractor; waiting on a tentative start date.
Build	1/1/2022	7/1/2022	0%	<input type="checkbox"/>	
401 Seismic Retrofit					
Design Phase	8/1/2020	12/10/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	1/5/2021	1/27/2021	100%	<input checked="" type="checkbox"/>	
RFP	3/22/2021	4/30/2021	100%	<input checked="" type="checkbox"/>	
Build	4/27/2021	12/1/2021	70%	<input type="checkbox"/>	Contractor is scheduled to pour the foundation concrete footing soon; they continue working on the shear walls.
VCC Kitchen					
Design Phase	1/1/2015	8/1/2020	100%	<input checked="" type="checkbox"/>	Design phase was reinitiated by project manager after permit approval.
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"/>	Engineer's cost estimate will be presented to the board; working with the Rec department on the staff report.
Proposed Board Approval	8/12/2022	11/18/2021	0%	<input type="checkbox"/>	
RFP	TBD	TBD	0%	<input type="checkbox"/>	
Build	TBD	TBD	0%	<input type="checkbox"/>	
Dan Foley Cultural Center Upgrades					
Phase design	7/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	

Build	8/1/2021	2/15/2022	<div style="width: 30%; background-color: #28a745; height: 15px;"></div> 30%	<input type="radio"/>	Contractor ordered the materials and have a tentative start date for November 15th.
Richardson Electrical					
Design Phase	3/1/2020	12/1/2021	<div style="width: 90%; background-color: #28a745; height: 15px;"></div> 90%	<input type="radio"/>	Engineer completed the plans and were submitted to PG&E. Design delay due to PG&E committing resources to wildfires.
Permit Issued	12/5/2021	1/15/2022		<input type="radio"/>	
RFP	2/2/2022	3/1/2022		<input type="radio"/>	
Build	5/2/2022	7/1/2022		<input type="radio"/>	
Cunningham Pool ADA Upgrades					
Design Phase	11/1/2020	12/1/2021	<div style="width: 95%; background-color: #28a745; height: 15px;"></div> 95%	<input type="radio"/>	Plans submitted to city for permit. Plan review scheduled for 11/5/2021; staff sent them an email to find out the status on the review of the plans.
Permit Issued	10/5/2021	12/1/2021		<input type="radio"/>	
RFP	12/15/2021	1/15/2022		<input type="radio"/>	
Build	3/1/2022	6/1/2022		<input type="radio"/>	
Grant Mahony Building Upgrades and Park Lighting					
Design/Assessment Phase	9/1/2021	12/1/2021	<div style="width: 10%; background-color: #28a745; height: 15px;"></div> 10%	<input type="radio"/>	An architect will perform an evaluation of the building, and will generate a Park pathway lighting plan.
Permit Issued	12/5/2021	2/1/2022		<input type="radio"/>	
RFP	2/15/2022	3/15/2022		<input type="radio"/>	
Build	5/2/2022	8/1/2022		<input type="radio"/>	
PB Projects					
Design Phase	1/1/2020	3/24/2020	<div style="width: 100%; background-color: #28a745; height: 15px;"></div> 100%	<input checked="" type="radio"/>	City postponed the projects on 2020 due to the pandemic.
RFP	5/2/2021	6/20/2021	<div style="width: 100%; background-color: #28a745; height: 15px;"></div> 100%	<input checked="" type="radio"/>	
Build	11/12/2021	12/31/2021		<input type="radio"/>	Landscape contractor should start this month working on the smarter green gardens.
Hanns Park Disc Golf					
Design Phase	3/1/2021	9/27/2021	<div style="width: 100%; background-color: #28a745; height: 15px;"></div> 100%	<input checked="" type="radio"/>	
Equipment	8/26/2021	9/1/2021	<div style="width: 100%; background-color: #28a745; height: 15px;"></div> 100%	<input checked="" type="radio"/>	

Build	10/6/2021	1/1/2022	80%	<input type="radio"/>	All the tee pads and sleeves for the baskets were installed; the group is proposing a tournament on November 20th for a fund raiser for the GVRD foundation.
-------	-----------	----------	-----	-----------------------	--



Finance Department Board Report

11/18/21

Congratulations to Accounting Clerk I Dayna Asbury

- Dayna Asbury has been with the District for 19 years, 14 of which were part time. She was promoted to the full time Accounting Assistant position on October 31, 2016. She has just completed 5 years as a fulltime employee. Congratulations, Dayna!

Annual Report

- We have begun work on the financial section of the Annual Report.

Colusa Property Report

- I have completed the Profit and Loss Statement for the Colusa property and it is included in this board packet.

Webinars

- I attended 2 webinars:

California Society of Municipal Finance Officers (CSMFO) - *Here Today, Gone Tomorrow: Internal Control Enhancements*. This webinar contained a lot of useful information on the importance of internal controls and separation of duties.

Workers' Compensation Case Scenario – CAPRI. This was the first in a series and imparted some very useful information regarding on the job safety.

Budget to Actual Reports

- Currently working on revising the Budget to Actual reports we provide to staff each month. The revised report will give a better view of where each department is with regards to their budget.

Cross Training

- Cross training is moving forward and we are beginning to see the advantages of having everyone trained in all aspects of the Finance Department.



Human Resources Board Report

11/18/2021

Personnel Update:

- **Full Time Positions filled**
 - Parks Lead Worker – Internal employee was promoted to Parks Lead Worker and we still have one more Parks Lead Worker position
 - Parks Maintenance Worker I – two new employees starting after Thanksgiving
- **Full Time Positions in the process of being filled**
 - Recreation Supervisor – first round of interviews scheduled
 - Recreation Coordinator (2) – accepting applications
- **Part-time Personnel**
 - HR is assisting staff in onboarding PT staff in both Recreation and Parks/Facilities.

Classification Study:

- GVRD continues to work with SEIU to update classification.

HRIS

HR has completed implementation of our new HRIS. So far it's been really great. It's much more robust than the system we were previously using and allows for us to manage all hiring and onboarding electronically. Additionally, we now have both a dedicated page for all new job openings and have created flyers to post with a QR code. Applicants can now easily apply for our open positions right from their phones.

HR is very excited about this upgrade and these changes.



Greater Vallejo Recreation District



Visit www.gvrd.org to learn more





Recreation Department Board Report

11/18/2021

Aquatics:

- High School Water Polo season is finished.
 - Facility will close at 7:30pm, Monday-Friday.
- Vallejo Aquatic Club is still using the pool from 4:00-7:30pm, Monday-Friday and occasionally on Saturdays.
- Lap Swim is still in high demand. James Lemos closed for the winter, so we will get all those lap swimmers.
- After School at the Pool is at capacity, 25 participants, for the month of November.

Community Centers:

- Reviewing Security Guard Services RFQ and new contract. Only 1 application received.
- As reservations for community centers increase, staffing will need to increase as well. Recruitment for Center Monitors will be available soon.
- Foley Cultural Center is closing November 15th through mid-January for renovations.

Community Events & Children's Wonderland:

- Nightmare on Glenn Street was a huge success with 440 total attendees (275 kids and 165 adults)
- The Park remains open Wednesdays-Mondays through November and will only be opened Saturdays and Sundays beginning in December.
- Planning for the Winter at Wonderland special event has begun this event will include our annual: tree lighting, toy giveaway and fun activities for the entire family!

Sports:

- All natural grass fields are closed for field maintenance until Spring 2022. Dan Foley Artificial Turf field is the only athletic field still available for reservations.
- GVRD-National Academy of Athletics youth basketball clinic beings November 13th with 27 participants enrolled ages: (6-12).
- GVRD Sports-Department is adding Adult Coed Kickball and programming; all sorts of sports programs, basketball, soccer, flag football, t-ball for ages 3-13 and youth and adult fitness classes for ages (6-12 and 18+) at the Vallejo Community Center in Winter-Spring 2022.

Youth Services:

- Halloween door decorating contest by Cave, Glen Cove, Pennycook, and Wardlaw Kid's Club After School programs. The winner is...Congrats Pennycook!



Activity Guide:

- Recreation Services has begun working on Spring 2022 programs and events.
- 2,000 copies will be printed and delivered to GVRD by the end of December.



General Manager Board Report

11/18/2021

- I am still waiting for the school district response regarding Franklin.
- I have another meeting with the City Staff and Solano Land Trust regarding McIntyre in December.
- The City provided us with a study regarding Mare Island Preserve
- We met with the City regarding a California cleanup grant, and will be moving forward and including Vallejo Flood and Waste Water District as we have decided on the Lake Dalwigk site, and all three are property owners there.
- I am still working with the City regarding the Per Capita Grant, as they now have moved the lease extension from their legal department to community development. This puts us closer to the deadline and we may lose out on \$170,000 for the pool. We had been working with the City for over a year regarding language required by the State. This may have an effect on the other grants we applied for if the City does not cooperate.
- Prop 68 grants have postponed updates to applicants until December.
- I have included a draft of projects that I am working on. Please add any projects I may have forgotten, and then I will update with details.
- Thanks to staff for covering whilst I was on vacation for 4 days.
- The RFP for Strategic planning went out.
- The RFP for Marketing went out this week.
- We will have an all-staff Lunch and Holiday meeting December 7th or 8th. The board is invited to attend. Details to come.

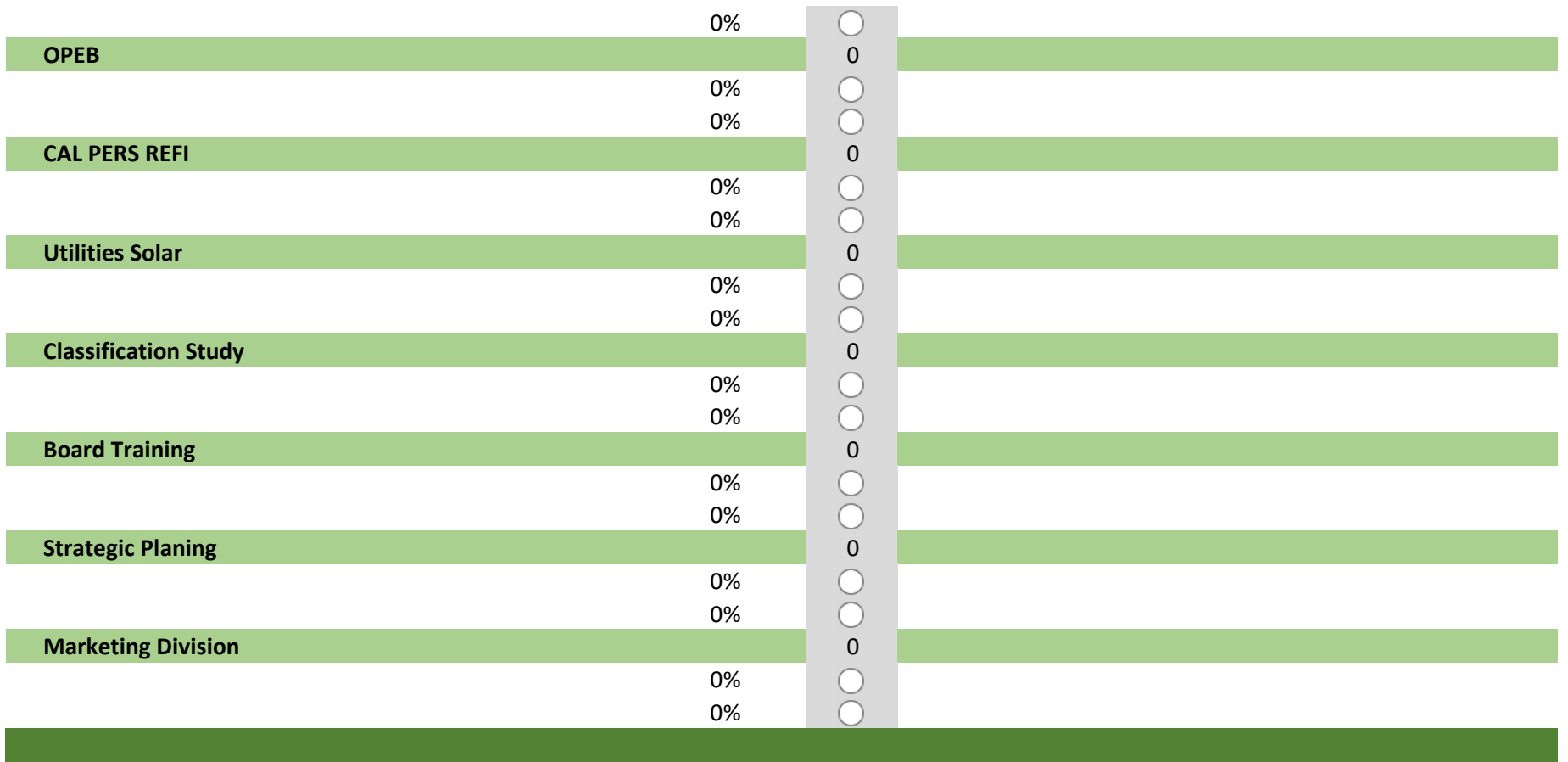
BOARD GM PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
McIntyre Property				<input type="radio"/>	
Assigned to Legal			0%	<input type="radio"/>	
Assigned to GM			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Franklin Middle School					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
10 year Master Plan					
	3/17/2020	10/28/2021	100%	<input checked="" type="checkbox"/>	
3.18 Impact Fee study					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Plunge Prop 68					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Prop 68 Wilson Park					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Prop 68 Children's Wonderland					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Prop 68 Washington Park					

			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Prop 68 Richardson Park					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Grant Mahony Building Upgrades and Park Lighting					
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
PB Projects SVCC				<input type="radio"/>	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
PB Projects Setterquist				<input type="radio"/>	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Hanns Park Disc Golf				<input type="radio"/>	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
ADA upgrades to BRS				0	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
ADA 395 and 401				0	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
McIntyre Ranch				0	
Legal to handle			0%	<input type="radio"/>	
Passed to GM			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Impact Fees Request				0	
			0%	<input type="radio"/>	



GVRD | Website Comparison

Website Company	Pricing	Pros	Cons
Streamline	\$300/month-Based on District Budget	Secure and ADA Compliant	Photo sizing/cropping
	No Fees until 2022- New Customer Promotion	Easier Navigation for updates and public use	Simple design
	Optional: \$70/month- Engage Feature (external newsletter tool)	Option to add a newsletter tool- will convert any webpage into an email, includes email analytics	
		No Set-up costs or contract. Month to month billing	
		Designed specifically for Special Districts	
		Special District Specific automation tools	
		Education and Support Community Available	
		Can build forms into webpages	
		Contact Us Form- Customers can quickly submit a question/comment	
Total Cost Per Year: \$3600		Built in Transparency & Accessibility Compliance Checker	

Website Company	Pricing	Pros	Cons
OC Interactive (Word Press)	\$125/month	Low Cost	Difficult to Navigate
	\$500 Year-Security Updates/Site Maintenance	Photo cropping options	Additional purchase of ADA plug-in required
	\$1500-Install AccessiBe Integration Plug-in ADA Compliance	Visually Appealing	Inconsistent Software Updates
			Too Many Plug-Ins
			Delayed Support
			Hidden Fees
			Yearly charge to perform site updates/maint.
Total Cost Per Year: \$3500			General Website-Not specific to Special Districts or Gov't Agency