



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
Sheryl Pannell Lea
Robert Briseno
Ron Bowen
Gary Salvadori

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

AGENDA

February 11, 2021

6:30 p.m.

Due to Solano County and the State of California's shelter in place orders our Board Meeting will be held remotely via Zoom Meetings

(The Zoom platform is ADA compliant)

The public may attend and make a public comment by visiting:

<https://zoom.us/j/622641170>

You may also call in at +1 669 900 9128 US - Meeting ID: 622 641 170

At the beginning of the remote meeting the Board Clerk will ask if anyone wishes to comment on either a specific agenda item or an item not on the agenda but within the jurisdiction of the board. If you need assistance or have questions, please call Kimberly Pierson at 707-648-4604.

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:

**Glen Cove Marina to Glen Cove Park Bay/Ridge/Delta Trail Gap,
Carquinez Strait Scenic Loop Trail-Maureen Gaffney (Bay Area Metro)**

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 particular item will be removed from the consent calendar and will be considered separately.

A) Approve Board Minutes-January 28, 2021

B) Accept the Facility and Development Committee Minutes-January 19, 2021

C) Accept the Budget and Finance Committee Minutes-January 25, 2021

D) Accept the Programs and Publicity Committee Minutes-February 1, 2021

8) Financials:

A) Approve Financial Statement as of 1/31/2021 (Harman)

B) Approve Payment of Bills 1/1/2021 through 1/31/2021 (Harman)

9) New Business:

Authorize the General Manager to Sign Letter of Support for H.R. 535 and S. 91, the Special Districts Provide Essential Services Act (Lanusse)

10) Staff Reports-Informational Only:

A) Maintenance Superintendent

B) Finance Director

C) Human Resources

D) Recreation Department

E) General Manager

11) Executive Session: Will be held via Zoom breakout room

A) Conference with Labor Negotiators (Legal Counsel, General Manager and HR Manager): International Brotherhood of Electrical Workers Local Union 1245, (IBEW) negotiations; pursuant to Government Code section 54957.6

B) Conference with Labor Negotiators (Legal Counsel, General Manager and HR Manager): Service Employees International Union Local 1021, (SEIU) negotiations; pursuant to Government Code section 54957.6

12) Announcements and Comments from Board Members:

13) Meeting Adjourn:

Next meeting: February 25, 2021



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Greater Vallejo Recreation District Board of Directors

MINUTES

January 28, 2021

6:30 p.m.

Due to Solano County and the State of California's shelter in place orders our Board Meeting will be held remotely via Zoom Meetings

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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., January 28, 2021.

2) Pledge of Allegiance

3) Roll Call

Present: Chairperson Robert Briseno, Vice-Chairperson Gary Salvadori, Directors; Sheryl Pannell Lea and Ron Bowen

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

4) Ceremonial Matters

Moment of Silence in the Memory of Director Sims

Chairperson Briseno acknowledged the recent passing of Director Karen Sims and called for a moment of silence.

5) Approval of Agenda

Director Lea offered the motion, seconded by Director Bowen to approve the agenda. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: none abstain: none. Motion passed.

6) 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.

Robin Cox-Solano Public Health/Vibe Solano (Agenda Item 7)

Michael Brito – (Agenda Item 7)

Doug Darling – Friends of Lake Chabot (Agenda Item 7)

7) Presentations:

Congratulations to Phillip McCoy, Recreation Superintendent on his Retirement - Gabe Lanusse

The General Manager congratulated Phillip McCoy on his retirement and thanked him for over 15 years of service to the District.

8) Consent Calendar:

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

A) Approve Board Minutes-January 14, 2021

B) Accept the Programs and Publicity Committee Minutes, January 4, 2021

C) Accept the Policies and Personnel Committee Minutes, January 11, 2021

Director Salvadori offered the motion, seconded by Director Lea to approve the consent calendar. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: none abstain: none. Motion passed.

9) New Business:

Adopt Resolution 2021-02 to Granting Early Retirement Incentive Based on Years of Service and Current Pay Scale (Halcro)

Director Salvadori offered the motion, seconded by Director Bowen to approve the consent calendar. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: none abstain: none. Motion passed.

10) Staff Reports-Informational Only:

A) Maintenance Superintendent

· East Bay Regional Parks has asked us to sit on an interview panel.

- The small pool had a city inspection yesterday that went well, the county inspection will be held on Monday. If all goes well plastering will begin Wednesday or Thursday.
- Next Tuesday, PG&E will install the new panel at 395 Amador Street, power will be out but we plan to use a generator to run the computer network.

B) Finance Director

- W-2's have been completed and were mailed last Friday
- 1099 Forms have been processed and were mailed today.

C) Human Resources

- The biggest news is that our Recreation Superintendent is retiring.
- A big thank you to Sal for taking the initiative to make sure our network and server will continue to work during the power outage.

D) Recreation Superintendent

- It's bittersweet, but I'm looking forward to retirement after 42-43 years of service in recreation.
- We're in good hands with our supervisors: Sandy Tawaratsumida, Dustin Stene and Antony Ryans.
- We've brought on new custodians to keep the building safe and sanitized.

F) General Manager

- Last night the City Council interviewed 8 candidates for our open board position. Monday they will interview 1 or 2 additional candidates. We've got some really good candidates. It's nice to see so many applications.
- We are continuing Prop. 68 outreach. Our grant writers are polishing our applications. Overall, we are seeking over \$40 million.
- Legal Counsel is reviewing the lease for the Franklin complex, once review is complete, we'll send it off the Vallejo School District.
- Eden Housing owes GVRD approximately \$202,000 in deferred impact fees. We will work with Legal Counsel to construct a new agreement.

11) Executive Session: At 7:09p.m. Chairperson Briseno convened to executive session held via Zoom breakout room.

A) Conference with Labor Negotiators (Legal Counsel, General Manager and HR Manager): International Brotherhood of Electrical Workers Local Union 1245, (IBEW) negotiations; pursuant to Government Code section 54957.6

- B) Conference with Labor Negotiators (Legal Counsel, General Manager and HR Manager): Administrative and Managerial Official Association, (AMOA) negotiations; pursuant to Government Code section 54957.6**
- C) Conference with Labor Negotiators (Legal Counsel, General Manager and HR Manager): Service Employees International Union, (SEIU) negotiations; pursuant to Government Code section 54957.6**

At 7:32 p.m. Chairperson Briseno convened to regular session and reported the following:

Item A-Information presented to the Board

Item B-Information given to the Board, Board gave guidance

Item C- Information given to the Board

12) Meeting Adjourn:

Director Bowen offered the motion, seconded by Director Salvadori to adjourn the meeting at 7:33 p.m. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: none abstain: none. Motion passed.

Ron Bowen, Board Secretary

Date



Agenda 7-B

BOARD COMMUNICATION

Date: February 11, 2021

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Facility and Development Committee meeting January 19, 2021

RECOMMENDATION

To accept the minutes from Facility and Development Committee from the January 19, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Facility and Development Committee Minutes from January 19, 2021



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General Manager
Gabe Lanusse

Facility and Development Committee Minutes

Tuesday, January 19, 2021

Due to Solano County and the State of California's shelter in place orders our Committee Meeting was held remotely via Zoom Meetings

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

Meeting began 9:00 am

1. Franklin Middle School Lease agreement:

GM Lanusse reported that staff received the proposal for the lease agreement from the School District. PAL will have a separate agreement with GVRD. Staff would request information about hazmat materials and conditions of the HVAC systems. The School District would like to have priority use with 30 day request in advance for events.

2. Prop. 68 Update:

GM Lanusse reported that GVRD has three different consultants working on the outreach for the grants. GVRD is dropping the Lake Chabot project because is under the City of Vallejo responsibility.

3. South Vallejo Community Center:

GM Lanusse reported that Cal Maritime would like to use South Vallejo Community Center, and they will be doing a community outreach and share the feedback from the community to the GVRD Board of Directors. Things that we have to consider is what people would do if they would like to rent out SVCC for their events.

4. Park Impact Fees:

Staff reported that GVRD received a 296k check from the City for disbursement of GVRD Park dedication funds. This funding was requested in May of 2020, and we are expecting to receive another check soon for about 170k that requires the City Council approval for the expenditure.

5. Capital Improvement Projects:

Maintenance Superintendent Nuno reported that he had a meeting with GM Lanusse to discuss the 20-21 CIP list to define what would be completed this Fiscal year and what projects would carry over to 21/22 Fiscal year. Staff will work on generating a list for the next Fiscal year and a five year CIP list.

6. Facilities Needs Assessment:

Maintenance Superintendent Nuno reported that the Facility assessment has been completed, and the assessment will distributed to the Board of Directors.

Adjourned at 9:45 am

Next Meeting: February 16, 2021



Agenda 7-C

BOARD COMMUNICATION

Date: February 11, 2021

TO: Board Chairperson and Directors

FROM: Staff

**SUBJECT: Accept the Minutes from the Budget and Finance Committee meeting
January 25, 2021**

RECOMMENDATION

To accept the minutes from Budget and Finance Committee from the January 25, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Budget and Finance Committee Minutes from January 25, 2021.



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General Manager
Gabe Lanusse

Budget and Finance Committee Minutes Monday, January 25, 2021

Due to Solano County and the State of California's shelter in place orders our Committee Meeting was held remotely via Zoom Meetings

In attendance: Director Briseno, Director Salvadori,
General Manager Lanusse, Finance Director Harman

Meeting began: 1:30 PM

1. Midyear Budget Analysis

General Manager Lanusse, and Finance Director Harman, along with MRG Consultant Dana Shigley developed a midyear budget analysis and forecast. Finance Director Harman presented this analysis to the committee, stating that the net impact, based on current and estimated revenues/expenses for the current fiscal year will be a loss of approximately \$125,000. The loss in revenues experienced due to the COVID-19 is being, generally, matched by reduced expenses.

This analysis did not include payments needing to be made to the Retiring Recreation Superintendent. However, General Manager Lanusse stated that we will be receiving approx. \$460K in impact fees from the city, which will more than defray those costs.

It was noted that the district has been subsidizing recreation programs for years, which has been a good thing during this pandemic. GVRD is doing much better than many of its counterparts.

There was also some discussion on recreation programs, specifically lap swim times and how that is being affected by swim team workout times. We will be checking on groups using our sports fields without paying. With the governor easing the stay at home order, we will begin to see an increase in usage.

Adjourned 1:50 PM



Agenda 7-D

BOARD COMMUNICATION

Date: February 11, 2021

TO: Board Chairperson and Directors

FROM: Staff

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

RECOMMENDATION

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

DOCUMENTS AVAILABLE FOR REVIEW

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



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Programs and Publicity Committee Minutes Monday, February 1, 2021 1:30 pm

Due to Solano County and the State of California's shelter in place orders our Committee Meeting was held remotely via Zoom Meetings

In attendance: Director Pannell Lea, and Salvadori, General Manager Lanusse, Recreation Supervisors Tawaratsumida, Ryans, Stene

Meeting began 1:30pm

1. Budget Update for the Recreation Department:

Although revenues are down for the past 6 months around \$750K, recreation has reduced the PT staff levels, and spending accordingly. The General fund is looking at a \$238k deficit, and that deficit is getting narrowed due to the impact fees that have been requested, and other departments making reductions as well.

2. Activity Guide, Outside Newsletter:

The activity guide is now digital, and we will be able to make alterations in real time. Carol Larson was the contact for the layout. We are also going to pursue an outside newsletter, in a digital and physical format. We would start with a small circulation for current participants. It was recommended to send to families or organizations that can share the publication. The 10 year master plan feedback was that a large portion of the community received their information from the guide.

*It was suggested to create a Publicity Committee with Admin and Recreation staff to be assigned to the new newsletter project.

3. Publicity and Outreach:

Since the committee is called the Programs and Publicity Committee, this topic has been added to the agenda and will stay. Our outreach needs updating, and an outside source may be able to assist with developing a more efficient system.

4. Aquatics Programs:

Lap swimming continues to be at near maximum capacity. Nearby pools in other cities will be opening up soon, and will compete with us. CDC guidelines have swimming as essential. School sports in public schools may not be returning until students return to classrooms. Staff are developing programs for when instruction can return on a one on one basis.

5. Sports Programs:

There is a lot of interest with some of the contract classes, such as the stepping program, and nature walks. Staff have also been working on the Hall of Fame Web page.

6. Sports Leases:

Leases regarding Horse Shoes, Tennis, Pickle ball, and Bocce are under review. Leases with other sports are also under review.

7. Youth Programs:

Youth programs are limited. At other agencies, Rec staff host Summer Recreation Expos to highlight program offerings. This could be a potential modified event used to promote GVRD programs. Youth and Aquatics staff will host an outdoor and aquatics camp during spring break.

8. Senior Programs:

GVRD has limited senior programs, and a past board member had asked that we revisit how and what we provide to them. This was also added to the agenda to keep this as an area to develop more and improve. The Committee members recommended that we work with the Senior center to partner up so we do not duplicate services or can help each other.

9. ExLP and Learning Hub Status:

Expanded Learning Programs are still going on at the various school sites in the virtual way, and it is unclear when children will be returning to campuses to have in real life programming. Learning Hubs are yet to be determined when to begin, and the pilot programs only listed one.

10. Registration Software (eTrak) Status

The software program ran into issues due to Flash was not being supported any more. IT, the Clerk, and Recreation staff have made due of the situation and continue to operate. The issue should be resolved in Mid-Late February. Staff will update the Board if there are more issues.

11. Vallejo Project Update

Staff will meet with Adjoa to provide an update and work out more of the details regarding their request to utilize our sites in a partnership. There are a couple of aspects that need to be resolved moving forward when gatherings can return.

12. Community Center Update

COVID testing is still going on at SVCC. Staff are also looking at using Children's Wonderland to conduct classes.

13. Agenda Items for Future Meetings:

Adjourned at 2:15 pm

Next Meeting: March 1, 2021

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

Assets

Cash - Solano County	5,115,592.05
Cash - General Fund - Bank of the West	66,265.44
Cash - Payroll - Bank of the West	13,535.50
Cash - Umpqua Bank - Reserve Account	1,626,996.81
Cash - Retiree Benefit Trust Fund	1,097,998.36
Accounts Receivable	<u>8,290.00</u>

Total Assets 7,928,678.16

Liabilities

Accounts Payable	23,157.19
Payroll Related Payables	(12,280.11)
Building Deposits Payable	36,683.12
Amount Due Customers - Etrak	<u>2,180.00</u>

Total Liabilities 49,740.20

Net Assets

Fund Balance - Unrestricted Operating Reserve	6,214,858.28
Fund Balance - Restricted Retiree Benefit	1,094,820.68
Fund Balance - Designated Reserve 15%	1,622,288.17
Excess Revenues Over Expenses	<u>(1,053,029.17)</u>

Total Net Assets 7,878,937.96

Total Liabilities and Net Assets 7,928,678.16

**Greater Vallejo Recreation District
Financial Report Year-to-Date
as of January 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	3,834,979	7,314,326	3,479,347	52.43%
Buildings & Trades	0	200,000	200,000	0.00%
Park Maintenance & Visitor Service	79,100	119,900	40,800	65.97%
Recreation	104,103	1,652,772	1,548,669	6.30%
Total Revenues	4,018,182	9,286,998	5,268,816	43.27%
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	1,295,284	1,974,030	678,746	65.62%
Planning & Development	100,376	168,116	67,740	59.71%
Buildings & Trades	734,168	1,708,902	974,734	42.96%
Visitor Services	65,537	114,234	48,697	57.37%
Landscaping & Grounds	902,501	1,761,977	859,476	51.22%
Recreation	1,286,813	3,461,687	2,174,874	37.17%
Deferred Maintenance	0	0	0	0.00%
Contingency Reserve	0	98,052	98,052	0.00%
Retiree Medical Benefit - OPEB	0	0	0	0.00%
Total Expenditures	4,384,679	9,286,998	4,902,319	47.21%
Net Revenues Over (Expenditures)	(366,497)	0	366,497	

Greater Vallejo Recreation District
 Financial Report Year-to-Date
 7/2020-1/2021
 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	3,834,979	7,314,326	3,479,347	52.43%	3,834,979
200	Planning & Development	0	0	0	0.00%	
300	Buildings & Trades	0	200,000	200,000	0.00%	-
301	Visitor Services	79,100	119,900	40,801	65.97%	79,100
310	Landscaping & Grounds	0	0	0	0.00%	-
010	Recreation Administration	350	15,000	14,650	2.33%	
415	Children's Wonderland	(250)	61,590	61,840	-0.41%	
430	Break Camp	7,449	100,388	92,939	7.42%	
450	VCC	47	53,595	53,549	0.09%	
451	FCC	4,496	176,438	171,942	2.55%	
460	Sports	19,060	87,338	68,278	21.82%	
465	Community Programs	4,074	21,558	17,484	18.90%	
480	ExLP	19,421	525,520	506,099	3.70%	
481	After School Programs	(278)	358,519	358,797	-0.08%	
486	Teen Services	(20)	4,213	4,233	-0.47%	
490	R.E.A.C.H.	0	3,000	3,000	0.00%	
720	NVCC	(664)	22,463	23,127	-2.96%	
721	SVCC	(816)	38,599	39,415	-2.11%	
730	Cunningham Pool	51,235	184,551	133,316	27.76%	104,103
Total Revenues		4,018,181	9,286,998	5,268,817	43.27%	4,018,181

<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	891,947	1,325,843	433,896	67.27%	
007	Human Resources	181,751	340,394	158,643	53.39%	
100	Finance	221,585	307,793	86,208	71.99%	1,295,284
200	Planning & Development	100,376	168,116	67,740	59.71%	100,376
300	Buildings & Trades	734,168	1,708,902	974,734	42.96%	734,168
301	Visitor Services	65,537	114,234	48,697	57.37%	65,537
310	Landscaping & Grounds	902,501	1,761,977	859,476	51.22%	902,501
010	Recreation Administration	304,778	357,518	52,740	85.25%	
415	Children's Wonderland	23,718	136,759	113,041	17.34%	
430	Break Camp	70,598	195,877	125,279	36.04%	
450	VCC	65,771	193,606	127,835	33.97%	
451	FCC	93,050	306,995	213,945	30.31%	
460	Sports	68,256	167,281	99,025	40.80%	
465	Community Programs	11,881	84,150	72,269	14.12%	
480	ExLP	141,889	550,630	408,741	25.77%	
481	After School Programs	134,053	540,769	406,716	24.79%	
486	Teen Services	636	7,237	6,601	8.78%	
490	R.E.A.C.H.	619	6,383	5,765	9.69%	
720	NVCC	35,897	134,779	98,882	26.63%	
721	SVCC	62,759	177,974	115,215	35.26%	
730	Cunningham Pool	272,910	601,729	328,819	45.35%	1,286,813
	Deferred Maintenance	0	0	0		
	Contingency Reserve	0	98,052	98,052	0.00%	
	Retiree Medical Benefit - OPEB	0	0	0		
Total Expenditures		4,384,679	9,286,998	4,902,319	47.21%	4,384,679

Net Revenues Over (Expenditures)	(366,497)	0	366,497	(366,497)
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Greater Vallejo Recreation District
Financial Report Year-to-Date
as of January 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	1,051,394	2,066,404	1,015,010	50.88%
Total Revenues	1,051,394	2,066,404	1,015,010	50.88%
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	31,269	112,000	80,731	27.92%
Buildings & Trades	361,974	827,944	465,970	43.72%
Landscaping & Grounds	173,188	534,015	360,827	32.43%
Recreation	228,345	634,747	406,402	35.97%
Total Expenditures	794,776	2,108,706	1,313,930	37.69%
Net Revenues Over (Expenditures)	256,618	(42,302)	(298,920)	

Greater Vallejo Recreation District
 Financial Report Year-to-Date
 7/2020-1/2021
 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	1,051,394	2,066,404	1,015,010	50.88%	
007	Human Resources	0	0	0		
100	Finance	0	0	0		1,051,394
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		1,051,394	2,066,404	1,015,010	50.88%	1,051,394

<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	31,269	110,000	78,731	28.43%	
007	Human Resources	0	0	0		
100	Finance	0	2,000	2,000	0.00%	31,269
200	Planning & Development	0	0	0		
300	Buildings & Trades	361,974	827,944	465,970	43.72%	361,974
301	Visitor Services	0	0	0		
310	Landscaping & Grounds	173,188	534,015	360,827	32.43%	173,188
010	Recreation Administration	13,350	0	(13,350)		
415	Children's Wonderland	5,851	84,064	78,213	6.96%	
430	Break Camp	0	0	0		
450	VCC	3,140	13,762	10,622	22.82%	
451	FCC	20,294	61,270	40,976	33.12%	
460	Sports	10,403	68,861	58,458	15.11%	
465	Community Services	2,528	43,415	40,887	5.82%	
480	21st Century After School	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	95	2,786	2,691	3.40%	
490	R.E.A.C.H.	0	2,229	2,229	0.00%	
720	NVCC	3,501	9,900	6,399	35.36%	
721	SVCC	8,470	20,640	12,170	41.03%	
730	Cunningham Pool	160,713	327,820	167,107	49.02%	228,345
	Deferred Maintenance	0				
	Contingency Reserve	0				
	Retiree Medical Benefit - OPEB	0				
Total Expenditures		794,776	2,108,706	1,313,930	37.69%	794,776

Net Revenues Over (Expenditures)	256,618	(42,302)	(298,920)	256,618
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BR Bank Register Report
Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
64267	01/04/2021	Gary Bowers	\$505.96
64268	01/04/2021	Eileen Brown	\$289.00
64269	01/04/2021	Deberah Carey	\$181.48
64270	01/04/2021	Kerry Carmody	\$181.48
64271	01/04/2021	Richard Conzelman	\$727.96
64272	01/04/2021	Jose Famalette	\$181.48
64273	01/04/2021	Patricia Gloyd	\$181.48
64274	01/04/2021	Cynthia Hewitt	\$203.03
64275	01/04/2021	Jerome Lohr	\$269.24
64276	01/04/2021	Prisco Manglona	\$181.48
64277	01/04/2021	Roger Maryatt	\$181.48
64278	01/04/2021	Jeremias Morgado	\$181.48
64279	01/04/2021	Sidney Nickolas	\$181.48
64280	01/04/2021	Randy Nicks	\$289.00
64281	01/04/2021	Nancy Ortiz	\$181.48
64282	01/04/2021	Steve Pressley	\$181.48
64283	01/04/2021	Francis Radziewicz	\$181.48
64284	01/04/2021	Joan Russell	\$181.48
64285	01/04/2021	Anita Sallas	\$194.07
64286	01/04/2021	Barbara Schmidt	\$289.00
64287	01/04/2021	Audrey Tucker	\$181.48
64288	01/04/2021	Adeline Varni	\$181.48
64289	01/04/2021	Security Enforcement Alliance	\$17,500.00
64290	01/04/2021	GRAINGER	\$97.54
64291	01/04/2021	Syar Industries, Inc.	\$317.29
64292	01/04/2021	Accountemps	\$1,309.12
64293	01/04/2021	Adams Pool Specialties	\$60,858.90
64294	01/04/2021	Ryan Allen	\$42.44
64295	01/04/2021	Bay Area Driving School	\$23.40
64296	01/04/2021	CITY OF VALLEJO	\$16,209.32
64297	01/04/2021	Clark Pest Control	\$139.00
64298	01/04/2021	Commercial Pool Systems, Inc	\$1,372.03
64299	01/04/2021	Favaro, Lavezzo, Gill, Caretti & Heppe	\$4,165.00
64300	01/04/2021	Lincoln Aquatics	\$6,407.94
64301	01/04/2021	Municipal Resource Group, LLC	\$1,062.50
64302	01/04/2021	NBS	\$2,838.62
64303	01/04/2021	Armando Segura	\$150.00
64304	01/04/2021	Sierra Truck And Van, Inc.	\$1,579.45
64305	01/05/2021	O'Connor Lumber	\$166.12
64306	01/05/2021	P G & E	\$12,313.90
64307	01/05/2021	Alhambra	\$115.45
64308	01/05/2021	Atkinson, Andelson, Loya Ruud & Ror	\$1,563.50
64309	01/05/2021	B & G Tires Of Vallejo	\$130.85
64310	01/05/2021	Jessica Brown	\$594.30
64311	01/05/2021	AT&T	\$87.01
64312	01/05/2021	Clean America Janitorial LLC	\$2,000.00
64313	01/05/2021	Comcast	\$466.15
64314	01/05/2021	Dude Solutions, Inc.	\$8,028.56
64315	01/05/2021	Katie Jackson	\$750.00
64316	01/05/2021	Tasha Meyers	\$310.00
64317	01/05/2021	Moore Design Group	\$9,103.75
64318	01/05/2021	Sherwin-Williams	\$26.32
64319	01/07/2021	BrightView Landscape Services, Inc.	\$4,400.00
64320	01/07/2021	Metropolitan Life Insurance Company	\$5,754.58
64321	01/07/2021	Brice Sweet	\$150.00
64322	01/07/2021	Transport Products Unlimited, Inc.	\$157.14

BR Bank Register Report
Greater Vallejo Recreation District (0GVRD)

Page 2

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
64323	01/07/2021	Underground Vaults & Storage, Inc.	\$105.00
64324	01/11/2021	BERT WILLIAMS & SONS, INC.	\$100.78
64325	01/11/2021	GRAINGER	\$334.99
64326	01/11/2021	O'Connor Lumber	\$109.83
64327	01/11/2021	PITNEY BOWES	\$1,008.50
64328	01/11/2021	BrightView Landscape Services, Inc.	\$4,978.00
64329	01/11/2021	Cole Supply Co., Inc.	\$1,142.36
64330	01/11/2021	Complete Welders Supply	\$77.60
64331	01/11/2021	FASTSIGNS-American Canyon	\$476.85
64332	01/11/2021	GreatAmerica Financial Services	\$1,525.85
64333	01/11/2021	Kay Cady-Johnson	\$2,656.00
64334	01/11/2021	Julian McKnight	\$258.30
64335	01/11/2021	Kim Pierson	\$131.00
64336	01/11/2021	Preferred Alliance, Inc.	\$170.16
64337	01/11/2021	PROforma	\$282.22
64338	01/11/2021	Ring Central Inc.	\$1,294.76
64339	01/12/2021	O'Connor Lumber	\$48.93
64340	01/12/2021	Dominguez Dickerson	\$1,050.00
64341	01/12/2021	Klimisch's Inc.	\$3,707.54
64342	01/12/2021	M & M Sanitary LLC	\$162.56
64343	01/12/2021	Quench USA, Inc.	\$42.42
64344	01/12/2021	SiteOne Landscape Supply	\$1,021.36
64345	01/13/2021	GRAINGER	\$345.44
64346	01/13/2021	Marquee Fire Protection	\$1,880.00
64347	01/13/2021	O'Connor Lumber	\$237.40
64348	01/13/2021	ALL STAR RENTS	\$3,792.88
64349	01/13/2021	B & G Tires Of Vallejo	\$34.00
64350	01/13/2021	AT&T	\$42.64
64351	01/13/2021	Comcast	\$253.20
64352	01/13/2021	Jorge Espinoza	\$400.00
64353	01/13/2021	Emely Ibarra	\$760.00
64354	01/13/2021	Minuteman Press	\$876.07
64355	01/13/2021	The Office City	\$75.86
64358	01/14/2021	SEIU LOCAL #1021	\$365.06
64359	01/14/2021	Franchise Tax Board	\$100.00
64360	01/15/2021	US Bank Corporate Payment System	\$14,544.55
64361	01/15/2021	MORGAN ALARM CO. INC.	\$1,932.75
64362	01/15/2021	O'Connor Lumber	\$96.10
64363	01/15/2021	Vallejo Times Herald	\$295.46
64364	01/15/2021	AT&T	\$44.99
64365	01/15/2021	Comcast	\$84.94
64366	01/15/2021	GreenPlay LLC	\$8,365.25
64367	01/15/2021	Rhinos Roofing Company	\$11,460.94
64368	01/15/2021	The Office City	\$116.15
64369	01/15/2021	Deberah Carey	\$181.48
64370	01/15/2021	Orlando Wynn	\$3,200.00
64371	01/19/2021	Synthesis Planning	\$5,000.00
64372	01/19/2021	Cynthia Hewitt	\$214.63
64373	01/20/2021	BERT WILLIAMS & SONS, INC.	\$49.27
64374	01/20/2021	O'Connor Lumber	\$763.65
64375	01/20/2021	STATE OF CALIFORNIA	\$64.00
64376	01/20/2021	Victory Stores	\$654.09
64377	01/20/2021	Alhambra	\$67.71
64378	01/20/2021	Cole Supply Co., Inc.	\$302.13
64379	01/20/2021	Commercial Pool Systems, Inc	\$157.69
64380	01/20/2021	Crown Hill Materials	\$1,549.44

BR Bank Register Report
Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
64381	01/20/2021	Kaiser Permanente-OHSS	\$65.00
64382	01/20/2021	Preferred Alliance, Inc.	\$42.00
64383	01/20/2021	Andrea Raynor	\$350.00
64384	01/20/2021	Emergency Construction Services, Inc	\$3,100.00
64385	01/21/2021	IBEW 1245	\$664.47
64386	01/21/2021	United States Treasury	\$4,668.13
64387	01/26/2021	Elsen Environmental Construction	\$11,948.00
64388	01/27/2021	O'Connor Lumber	\$318.60
64389	01/27/2021	Victory Stores	\$32.48
64390	01/27/2021	B & G Tires Of Vallejo	\$66.27
64391	01/27/2021	BrightView Landscape Services, Inc.	\$836.00
64392	01/27/2021	Clty Of Vallejo	\$1,386.18
64393	01/27/2021	Clean America Janitorial LLC	\$3,600.00
64394	01/27/2021	Cole Supply Co., Inc.	\$212.63
64395	01/27/2021	Comcast	\$505.69
64396	01/27/2021	EvanBrooksAssociates, Inc	\$14,169.75
64397	01/27/2021	Garton Tractor Inc	\$2,507.47
64398	01/27/2021	Monica Gonzalez	\$750.00
64399	01/27/2021	Green Valley Aloha Saw & Mower	\$2.43
64400	01/27/2021	HydroPoint Data Systems, Inc.	\$4,664.00
64401	01/27/2021	Marvin J. Paull, Actuarial Consulting	\$1,433.00
64402	01/27/2021	Ring Central Inc.	\$1,122.71
64403	01/27/2021	RRM Design Group	\$4,208.75
64404	01/27/2021	Turf Star, Inc.	\$588.56
64405	01/27/2021	Wisconsin Lighting Lab	\$11,984.12
64406	01/27/2021	Gary Bowers	\$505.96
64407	01/27/2021	Eileen Brown	\$289.00
64408	01/27/2021	Deberah Carey	\$181.48
64409	01/27/2021	Kerry Carmody	\$181.48
64410	01/27/2021	Richard Conzelman	\$761.96
64411	01/27/2021	Jose Famalette	\$181.48
64412	01/27/2021	Patricia Gloyd	\$181.48
64413	01/27/2021	Cynthia Hewitt	\$214.63
64414	01/27/2021	Jerome Lohr	\$269.24
64415	01/27/2021	Prisco Manglona	\$181.48
64416	01/27/2021	Roger Maryatt	\$181.48
64417	01/27/2021	Jeremias Morgado	\$181.48
64418	01/27/2021	Sidney Nickolas	\$181.48
64419	01/27/2021	Randy Nicks	\$289.00
64420	01/27/2021	Nancy Ortiz	\$181.48
64421	01/27/2021	Steve Pressley	\$181.48
64422	01/27/2021	Francis Radziewicz	\$181.48
64423	01/27/2021	Joan Russell	\$181.48
64424	01/27/2021	Anita Sallas	\$194.07
64425	01/27/2021	Barbara Schmidt	\$289.00
64426	01/27/2021	Audrey Tucker	\$181.48
64427	01/27/2021	Adeline Varni	\$181.48
64428	01/29/2021	SEIU LOCAL #1021	\$365.07
64429	01/29/2021	Franchise Tax Board	\$100.00
64430	01/29/2021	IBEW 1245	\$664.47

Bank Totals **\$319,815.79**



Agenda 9

BOARD COMMUNICATION

Date: February 11, 2021

TO: Board Chairperson and Directors

FROM: Gabe Lanusse, General Manager

SUBJECT: Authorize the General Manager to Sign Letter of Support for H.R. 535 and S. 91, the Special Districts Provide Essential Services Act

BACKGROUND AND DISCUSSION

The Special Districts Provide Essential Services Act is necessary to meet the needs of special districts across the nation delivering essential services to their communities. Many special districts provide critical infrastructure, as defined by the U.S. Department of Homeland Security, that cities and counties do not provide to the communities they serve. Despite this, special districts are not considered eligible for direct Coronavirus Relief Fund disbursements. Many states and counties did not release their portions of Coronavirus Relief Funds, in part intended for municipalities serving fewer than 500,000 people, to special districts despite their ability to do so. Without changes to the current law, special districts will continue facing obstacles to funding. This legislation allows special districts access to local government resources that have already been authorized and appropriated.

RECOMMENDATION

It is recommended that the board authorize the General Manager to Sign the Letter of Support of H.R. 535 and S. 91 which would provide special districts access to future appropriations to the Coronavirus Relief Fund, enhance Federal Reserve programs to allow special districts access to capital, and establish a definition for "special district" in federal law for program eligibility

ALTERNATIVES CONSIDERED

Take No Action

Do Not Authorize General Manger to Sign the Letter

COST

None

COMMITTEE REVIEW

None

ENVIRONMENTAL REVIEW

Not Applicable

PROPOSED ACTION

Authorize the General Manager to Sign Letter of Support for H.R. 535 and S. 91, the Special Districts Provide Essential Services Act

DOCUMENTS AVAILABLE FOR REVIEW

- A. National Special District Coalition Fact Sheet
- B. Draft Letter to House and Senate Representatives



FACT SHEET:

H.R. 535 (Garamendi) & S. 91 (Sinema): Special Districts Provide Essential Services Act

Summary: H.R. 535 and S. 91 would provide special districts access to future appropriations to the Coronavirus Relief Fund, enhance Federal Reserve programs to allow special districts access to capital, and establish a definition for “special district” in federal law for program eligibility.

Main provisions:

- Would require states to distribute 5 percent of future Coronavirus Relief Fund allocations to special districts within their respective state within 60 days of receiving funds from the U.S. Treasury.
- Special districts applying for funding would submit information to their state demonstrating the degree to which they have experienced or anticipate they will experience COVID-19-related revenue loss, grant/inter-governmental revenue loss, or increased COVID-19-related expenditures.
- Allocations would be limited such that a special district may not receive funding that exceeds the amount the district expended in any quarter of 2019. Special districts providing services the federal Cybersecurity and Infrastructure Security Agency deems to be within a “critical infrastructure sector” would be exempt from limitations.
- Provides flexibility for states with excess funds reserved for special districts that make a good faith effort to distribute funds to districts within the state. States file a waiver with U.S. Treasury after 60 days demonstrating how the state distributed its special districts funding. If approved, the state may use the balance of the funds for other COVID-19 response purposes.
- “Special district” would be defined as a *“political subdivision of a State, formed pursuant to general law or special act of the State, for the purpose of performing one or more governmental or proprietary functions.”*
- Would direct the U.S. Department of Treasury to consider special districts as eligible issuers to take advantage of the Municipal Liquidity Facility, as established in the **CARES Act**, for access to capital during the current financial downturn.

Frequently Asked Questions:

Why is this bill necessary?

The Special Districts Provide Essential Services Act is necessary to meet the needs of special districts across the nation delivering essential services to their communities. Many special districts provide critical infrastructure, as defined by the U.S. Department of Homeland Security, that cities and counties do not provide to the communities they serve. Despite this, special districts are not considered eligible for direct Coronavirus Relief Fund disbursements. Many states and counties did not release their portions of Coronavirus Relief Funds, in part intended for municipalities serving fewer than 500,000 people, to special districts despite their ability to do so. **Without changes to the current law, special districts will continue facing obstacles to funding. This legislation allows special districts access to local government resources that have already been authorized and appropriated.**

Would the Special Districts Provide Essential Services Act authorize any new programs or provide new emergency appropriations?

No. The legislation only ensures special districts have access to COVID-19 relief funds for state and local governments made under Section 601 of the Social Security Act (the Coronavirus Relief Fund). The bill would require a small portion of future Section 601 appropriations to be directed to special districts. This makes the amount directed to special districts contingent upon what Congress appropriate under Section 601 in the future.

Would the bill cover COVID-19-related revenue loss?

The legislation would allow special districts access and use assistance made available under Section 601 of the Social Security Act (the Coronavirus Relief Act). The CARES Act currently only allows funds to be used only COVID-19-related expenditures. Congress may amend Section 601 to allow funds to be used for COVID-19 revenue loss in a separate effort.

Why is the mandate to direct future allocations 5 percent?

The National Special Districts Coalition and Congressman Garamendi settled on a 5 percent share based on property tax revenue data for special districts relative to cities and counties. Special districts receive at least 10 percent of each state's property tax revenue when comparing to city and county governments. Based figures listed within the U.S. Census Bureau's 2017 Census of Governments, expenditures tend to track with revenue figures. Special districts fully understand general purpose governments - counties and cities – have more services (full health departments, office of emergency services, etc.) that are utilized while also experiencing large declines in sales tax revenues. Being mindful of the situation, special districts ask for 5 percent of future allocations, which in some states is rather modest.

Does the bill outline how states must distribute the funds?

No. The bill gives states discretion to direct funding to special districts based on districts' needs with each respective state. However, the states would be required to distribute the funds within 60 days of receiving their portion from the U.S. Department of the Treasury.

How many special districts are there in the U.S.?

There are approximately 30,000 special districts serving millions of Americans across the country. This is hard to ascertain, as there is no federal definition of "special district" in current law. "Special districts" definitions vary across states. To remedy this, the Special Districts Provide Essential Services Act establishes a "special district" definition.

Does the Special Districts Provide Essential Services Act prioritize particular types of districts over the others?

No, the bill does not specify which districts are eligible for the funds. Special purpose governments meeting the definition established in the bill would all be eligible. States would make determination on how the funds are distributed in their respective states.

The bill defines "special district" as a *political subdivision, formed pursuant to general law or special act of a State, for the purpose of performing one or more governmental or proprietary functions.*

Talking Points:

- Special districts are local governments providing critical infrastructure, first response and community enrichment services to millions across California and the country.
- We are local governments, not businesses or non-profits, and though we provide services like water, sewer, fire protection, parks, and others, we are separate and distinct from cities and counties.
- Many special districts have not received access to Coronavirus Relief Act funding for local governments thorough their states and counties, despite providing essential services counties and cities do not provide their residents.
- The Special Districts Provide Essential Services Act would allow a portion of resources provided in future Coronavirus Relief Fund appropriations to be directed to special districts.
- ***These bills do not ask for a new appropriation.*** Rather, it authorizes a mechanism for special district access appropriations Congress makes in the future under Section 601 of the Social Security Act (CARES Act / Coronavirus Relief Fund).
- The bill would give states flexibility on how to disburse funds to special districts within their respective states.
- This bill also allows special districts to use the Federal Reserve's Municipal Liquidity Facility program as a tool to access capital during an economic downturn / period of revenue loss – a tool other local governments have access to.
- This bill remedies the problem, providing greater fiscal certainty for special districts, with a definition of special districts and direction for states to provide 5 percent of their respective proportion of the Fund to special districts.
- The legislation does not intend to divert monies appropriated for cities and counties.
- Without access to federal resources, special districts will continue falling into economic distress, deferring maintenance, delaying capital projects, reducing staff and cutting services to their communities.

Discussion Guide for Impacts on Your Special District

- Share with your representative where your special district is located (region), what services your district provides and how many people live in the community
- Quantify previously unbudgeted expenses due to COVID-19 and share what those expenses have been (PPE, technology upgrades to for telecommuting, etc.)
- To what extent has your district experienced revenue loss? What do you project it to be?
- Have you had to cancel or significantly change routine operations or programs?
- *If a utility provider:* have you experienced revenue loss due diminished commercial and industrial service? Have you noticed unpaid residential customer bills? (state whether you have issued moratoriums on shutoffs)

- How many employees do you have, and how many now must either work from home and/or have been let go/furloughed?
- Have staff members had to take emergency sick or family leave time?
- Have you had to repurpose your district's facilities to accommodate community needs?



GREATER VALLEJO RECREATION DISTRICT

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

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

Board of Directors
Sheryl Pannell Lea
Robert Briseno
Ron Bowen
Gary Salvadori

General Manager
Gabriel Lanusse

February 11, 2021

The Honorable Dianne Feinstein
United States Senate
331 Hart Senate Office Building
Washington, D.C. 20510

The Honorable Alex Padilla
United States Senate
B03 Russell Senate Office Building
Washington, D.C. 20510

The Honorable Mike Thompson
United States House of Representatives
406 Cannon Office Building
Washington, D.C. 20515

RE: Support H.R. 535 and S. 91, the Special Districts Provide Essential Services Act

Dear Senator Feinstein, Senator Padilla, and Representative Thompson

The Greater Vallejo Recreation District respectfully requests your support of H.R. 535 and S. 91, the Special Districts Provide Essential Services Act, and its inclusion in any potential pandemic relief package. These bills would ensure that your constituents receiving essential services, like fire protection, water, wastewater, childcare, healthcare, resource and agricultural conservation, and more from a special district, rather than a city or county, are not excluded from future COVID-19 relief approved for state and local governments.

As a provider of recreation programs, community events, parks and community centers to over 121,000 of your constituents in the City of Vallejo, access to federal relief resources would help our district confront COVID-19 and overcome the pandemic's fiscal impacts. We have had to freeze positions, lay off part time staff who provided recreational opportunities to youth and at risk families. We have had to delay projects due to possible infections, business/ contractors having to shut down temporarily. Recreation has lost over one million in revenue in their first six months, and are projected to lose another million by the end of the fiscal year. Last year their revenue was about three million. This fiscal year we will be lucky to get half a million. We have modified our outreach, and are trying to develop alternate activities for our community with the CDC guidelines, but we are not generating enough revenue. We will go into emergency reserves, but are worried about how much we will need in case it gets worse next year. **Our employees are on the front-lines, yet our local government agency has yet to receive the direct access to funding that other government agencies, as well as businesses and non-profits, have received.**

Our district is just one of 2,000 across the state that, altogether, anticipate a **\$1.26 billion impact** due to COVID-19 through the end of Fiscal Year 2021. Furthermore, 46 percent are unlikely to maintain current staffing of essential workers or are uncertain that they can, and 54 percent are unlikely to maintain or are uncertain about the level of essential services they can provide through this fiscal year.

These bills are identical to the bipartisan S. 4308 from the 116th Congress. H.R. 535 and S. 91 would allow the vital services that communities rely upon to continue unhindered, while also providing greater certainty for these governments to retain their essential workers. Specifically, the legislation would establish a federal definition of "special district", allow special districts' access to future Coronavirus Relief Fund allocations, and designate special districts as "eligible issuers" of the Federal Reserve Board's Municipal Liquidity Facility.

Without ready access to pandemic relief available to other units of local government, the risk of special districts' inability to continue providing uninterrupted, vital services to their communities will continue to grow. We look forward to working with you to ensure all essential workers and the vulnerable communities they serve receive equitable access to these important relief funds.

Thank you for your consideration of our request.

Sincerely,

Gabriel Lanusse
General Manager
Greater Vallejo Recreation District

cc: Governor Gavin Newsom
Cole Karr, Federal Advocacy Coordinator, California Special Districts Association (advocacy@csga.net)



Maintenance Department Board Report

2/11/2021

Parks and Facilities

- Cunningham Pool- Inspections passed from City and the County; Adams pool is scheduled to do the plastering on February 11th.
- Working with a consultant to obtain the CEQA reports for Prop 68 projects.
- Staff is coordinating with lighting companies to get proposals to upgrade the lighting at Dan Foley, Wilson, Amador tennis courts, and Madren field.
- BRS- Staff replaced garbage receptacles and installed a metal door in the cinder block house.
- 395 building- PG&E was scheduled to connect and go live on the new panel on February 2nd; however, due to the weather it was postponed until further notice.
- 401 building- City issued a permit for the HR offices foundation work; will be meeting with contractors to obtain proposals.
- City is paying a tree contractor for the removal of fallen and hazardous trees at Independence, BRS, Dan Foley, Beverly, and Castlewood Park.
- Richardson Park- City issued a permit for installation of a new score board, and the score board has been ordered.
- Staff will be assisting the consultants with the update of our Illness and Injury Prevention Plan.



Finance Department Board Report

2/11/2021

Day to Day Operations

- The three of us in the Finance Department, Dayna, Betty, and I, are working to ensure that the financial obligations of the District continue to be met. We continue to process payrolls, pay invoices, deposit cash receipts, and provide assistance to the public and staff as necessary. With the opening of the pool, some sports and other programs running, we are keeping busy with increasing cash receipts and payroll.

Cross-training Webinars

- I completed the third in a series of webinars presented by The Government Finance Officers Association on Employee Cross-Training. There was a great deal of useful information put forth and I look forward to implementing much of it with the Finance Department team.

Cougar Mountain Denali Software Update

- We received the most recent update to the Cougar Mountain Denali Software on Thursday, January 28th. There are many new features in this upgrade. Some that we will be utilizing include: total number of employees on a Payroll List Report, assign custom numbers to direct deposit stubs that are different from the auto-generated numbers, and sort by amount in a Bank Register Report.

2021-2022 Budget Process

- I am updating the budget worksheets for the 2021-2022 budget and will be distributing them to staff in the next few days. Gabe and I will work together to create a budget calendar which will be presented to the board at an upcoming meeting.

Full Time Salary Costing

- Gabe has been working with the recreation department to update where all FT staff is working. Once this is finalized, we will have a much better record of FT salary costing for this fiscal year.



Human Resources Board Report

2/11/2021

Personnel Update:

- HR and the GM continue to work with Executive staff to pivot how we are operating due to Covid-19.
- Recreation Superintendent Position is frozen. General Manager Lanusse is currently taking on those duties.
- A full-time staff member on the Parks and Maintenance team has given their 2 weeks' notice. HR, the GM, and the Superintendent of Maintenance will work together to decide how to best work toward filling the openings in our Parks/Maintenance Team.

Classification Study:

- HR continues to work with represented and unrepresented staff regarding job description updates. The District has received feedback from unrepresented staff, IBEW represented staff, and is awaiting feedback from SEIU represented staff now.

Policy updates:

- HR and GM are awaiting feedback from SEIU regarding Policy 2250 and RR2250 and then will bring to the Board for approval, hopefully at the next board meeting.
- HR and GM are working with outside legal counsel to provide redline edits to additional policies as well.

Compliance:

- HR has assisted all FT employees in completing the necessary harassment prevention training. All of the Maintenance and Parks PT staff have completed the harassment prevention training. We still need PT Recreation staff to complete this training as well.
- HR has written Covid-19 Prevention Program to align with new Cal-OSHA requirements.

- HR is working with Executive staff to ensure employees are in compliance with the new Cal-OSHA requirements.
- HR has partnered with Synthesis Planning Consultants to start updates IIPP to comply with 2021 standards.



Recreation Board Report

2/11/2021

- **Pool**

January Lap Swim – Of 1,669 available one hour reservations, 1,649 were reserved in the month of January.

Spring Lap Swim schedule coming out at end of February

Vallejo High & Jesse Bethel High – No sports until students return to class room.

Saint Patrick / Saint Vincent – Begin High School swim season on 2/8/21

Spring Break Aquatic Camp Live and Accepting Registrations

Spring Break Lifeguard Training course live and accepting registrations

Plaster and Filling of new pool scheduled for Thursday 2/11/21

Solano Aquatic Sea Otters begin long course practice Sunday 2/7/21 for two months.

Sports

- President's day one day sports camp through NAOA accepting registration. Monday 2/15/21

- Stepping with Jay class moved to veranda at Foley until further notice – January Registration averaged 29 daily participants

- Learning in the Field Nature Journalists and Outdoor explorers – January Registration 19 per class.

- Tots on Trails – 3 registrations for January

- Junior Tennis for Beginners – January registration – 5

- Hoop Group Basketball Club begins February 22 at Lake Dalwigk is currently open for registration.

- All current available sport fields reserved through march. Additional fields to open April 2021.

- Working with Cal Maritime for reservations at Dan Foley Sport Complex while Cal Maritime field is renovated.

- **REConnect-** No updates.

- **ExLP-** GVRD continues to provide staffing at 13 ExLP sites, after school, 2 hours M-F. No updates for the VCUSD Learning Hubs. FRESH at ExLP

began on February 2nd. Our theatre staff will provide instruction during ExLP virtual clubs Tuesday–Friday until spring break.

- **Kids Club-** No updates.
- **Teens-** No updates at this time.
- **Break Camps-** The plan is to host a Spring Break Camp at CW. Spring Break Camp is March 22nd- April 2nd.
- **Community Programs/REACH-** Departmental staff are program planning for Thumper's Egg-travaganza! The event is tentatively scheduled for Saturday, April 3rd, event time and location TBA.
- **CW-** The park remains closed to the public for the duration of this fiscal year (20-21).
- Custodians returned for daily sanitizing shifts throughout the day at multiple buildings.
- Morgan Alarm will provide quote to replace 3 stolen cameras at FCC. Also considering adding protective cages for them.
- Virtual Teacher Kay Preschool and Mini programs have a total of 40 kids registered.
- City of Vallejo confirmed reimbursement of cleaning fees for COVID Testing in the amount of \$21,400.
- Food Bank Senior distribution has relocated to the Florence Douglas Center, per Food Bank's request.
- Initiated conversation with Solano Public Health for a potential vaccination site in Vallejo.



General Manager Board Report

2/11/2021

- Staff and I have continued to work on the budget reductions to lessen the gap between revenues and expenses in Recreation. I am also reimagining how the department will be structured in the near future.
- Legal is working on a red line version for the lease with the school district.
- I continue attending workshops regarding the various types of Prop 68 grants. Staff and I are also working the contractors regarding the 6 competitive grants we are pursuing. The deadline for those are March 12, 2021. The CEQA documents have been prepared, outreach is near completion, and the writing of the Grants are about half way done.
- We have received \$298,000 for impact fees that we requested back in May. Correction from last meeting report. We hope to receive the outstanding amount of \$160,000 (not \$70,000) within a couple of months.
- Unrepresented and represented negotiations are scheduled. I am also going to change how we staff them based on past experiences and how other agencies conduct negotiations.
- The City of Vallejo has begun the recruitment to replace Director Sims.
- The Mare Island Preserve is still a topic that City Staff are interested in discussing.
- Hwy 37 improvements discussions and recreational opportunities are discussed in multi agency meetings I attend now weekly. River access and outside agencies and politicians are asking that GVRD look into operating a Kayak launch along the river.
- The 10 year master plan outreach was held to discuss the first draft of data. Green play is working on a more polished draft to present to the Board in a month.