

# Greater Vallejo Recreation District

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

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Stacey Kennington  
Wendell Quigley

## GENERAL MANAGER

Gabe Lanusse

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

## **Board of Directors Meeting Agenda**

Thursday, October 26, 2023

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

6:30 p.m. – Regular Session

### **Public Comment on Items on the Agenda**

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

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

5) **Presentations:**

Classroom Aquarium Education Program (CAEP) “Trout in the Classroom”-  
Doug Darling and Kristy Love

6) **Public Comment:**

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

7) **Committee Updates**

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

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

Public Comment



8.1 Approve Board Minutes – October 12, 2023

8.2 Accept Programs and Publicity Committee Minutes – October 10, 2023

9) **Finance:**

Accept Finance Statement through 9/30/2023 (Parkhurst)

10) **Action Items:**

Public Comment

Board Authorization to Declare Surplus Property – 4 Trucks (Nuño)

2008 Ford Ranger X-Cab

License # 1300598

VIN # 1FTYR14E58PA64526

ID # 1127

2006 Ford Ranger

License # 1171101

VIN # 1FTYR10U76PA27021

ID # 1121

2007 Ford F-250

License # 1216909

VIN # 1FTNF20597EA45561

ID # 1106

2007 Ford Ranger XL

License # 1216921

VIN # 1FTYR10E97PA76717

ID # 1129

11) **Staff Updates**

Public Comment

11.1 Recreation Services Director

11.2 Parks and Facilities Director

11.3 Finance Director

11.4 Human Resources Director

11.5 General Manager

12) **Executive Session**

Public Comment

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Government Code section 54956.8

Property: Portion of St. John's Mine Road above the second cattle guard.

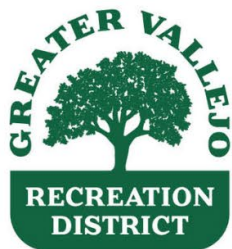
Agency Negotiator(s): General Manager, Gabe Lanusse and Board Chairperson, Robert Briseño

Negotiating Parties: John & Vel Snell, Gary & Evelyn Harris, Vic Azevedo, Buck Rogers, Ronney Rogers-Running, Tracy Williams and John Scott

Under Negotiation: Price and/or terms of payment

13 **Announcements and Comments from Board Members**

14) **Meeting Adjourn**



# Greater Vallejo Recreation District

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

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Stacey Kennington  
Wendell Quigley

## GENERAL MANAGER

Gabe Lanusse

## Greater Vallejo Recreation District Board of Directors

### MINUTES

October 12, 2023 – 401 Amador Street

6:30 p.m.

#### 1) Call to Order

Chairperson Briseño called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:30 p.m., October 12, 2023, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

#### 2) Pledge of Allegiance

Chairperson Briseño led the pledge.

#### 3) Roll Call

**Present:** Chairperson Robert Briseño; Vice Chairperson Wendell Quigley, Director Stacey Kennington

**Staff:** General Manager, Gabriel Lanusse; Legal Counsel, Andrew Shen; Recreation Supervisor, Sandy Tawaratsumida; Parks and Facilities Director, Salvador Nuño; Finance Consultant, Sue Casey; Finance Director, Noel Parkhurst; HR Director, Lisa Sorvari; Board Clerk, Kimberly Pierson

**Excused:** Secretary Rizal Aliga

#### 4) Approval of Agenda

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

#### 5) Public Comment:

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

None

#### 6) Committee Updates

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

None



## 7) **Consent Calendar**

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

Public Comment-none

**7.1** Approve Special Meeting Board Minutes – September 7, 2023

**7.2** Accept Programs and Publicity Committee Minutes – September 5, 2023

**7.3** Accept Budget and Finance Committee Minutes – September 11, 2023

Director Quigley offered the motion, seconded by Director Kennington to approve the consent calendar. Motion passed.

## 8) **Financials:**

Public Comment-none

The General Manger introduced the new Finance Director, Noel Parkhurst

### **8.1 Accept Finance Statement through 9/30/2023 (Casey)**

Sue Casey recommended changes to the current financial statements. Will be discussed at the upcoming Budget and Finance Committee meeting.

Director Quigley offered the motion, seconded by Director Kennington to approve the payment of bills 9/1/2023 through 9/30/2023. Motion passed.

### **8.2 Accept Payment of Bills 9/1/2023 through 9/30/2023 (Parkhurst)**

Director Quigley offered the motion, seconded by Director Kennington to accept the payment of bills 9/1/2023 through 9/30/2023. Motion passed.

## 9) **Action Items:**

Public Comment

### **9.1 Approve Policy 2015 - Purchase of Meals Refreshments and Other Non-Cash Items (Sorvari)**

Director Quigley offered the motion, seconded by Director Kennington to approve Policy 2015-Purchase of Meals, Refreshments and Other Non-Cash Items. Motion passed.

### **9.2 Approve Policy 3073- Cunningham Aquatic Complex Rules and Procedures (Sorvari)**

Changes were requested, policy will return to a future meeting for approval.

## 10) **Staff Updates**

Public Comment-none

### **10.1 Recreation Services Director**

- Gave an update on the Adaptive Recreation Talent Show-50 participants and 15 performers.
- Announced upcoming Community Events: Nightmare on Glenn Street (looking for vendors), Floating Pumpkin Patch, Heritage Festival.

### **10.2 Parks and Facilities Director**



- Announced the city completed the North Vallejo Community Center parking lot upgrades.
- Announced the completion of the floor resurfacing at Franklin. Pickleball and volleyball lines were added.
- Announced staff assisted with bringing supplies to the Waterfront Weekend event.

### **10.3 Human Resources Director**

- Gave an update on training opportunities.
- Announced three policies that will be taken to the next Policies and Personnel Committee.
- Announced plans to research resources for employees who reach service milestones.

### **10.4 Finance Director**

- Gave an update on the current budget revision process and struggle with the current software.
- Gave an update on the Fiscal Year 21-22 audit process.

### **10.5 General Manager**

- Announced Employees of the Month
  - August - Mario Samayoa
  - September – Dayna Asbury
- Provided an update on program development for Franklin.
- Gave an update on outstanding City of Vallejo impact fees.
- Announced the recent attendance at the Sister City reception.

**12) Executive Session:** at 7:56pm Chairperson Briseño convened to executive session.

Public Comment-None

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

Title: General Manager

Meeting reopened at 8:48pm

Chairperson Briseño reported: information was given, and direction was provided.

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

None

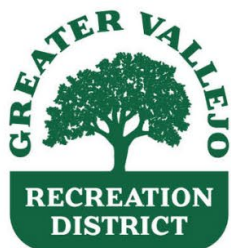
### **14) Meeting Adjourn**



Director Quigley offered the motion, seconded by Director Kennington to adjourn the meeting at 8:50 p.m. Motion passed.

---

**Rizal Aliga, Board Secretary**



# Greater Vallejo Recreation District

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

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Stacey Kennington  
Wendell Quigley

## GENERAL MANAGER

Gabe Lanusse

## Programs and Publicity Committee Minutes Tuesday, October 10, 2023 4:00 P.M. Administrative Office-Board Room 401 Amador Street

**In attendance:** Director Quigley, Aliga, General Manager Lanusse & Supervisor Tawaratsumida. **Absent:** Director Ryans.

Meeting began: 4:00 P.M.

1. **Public Comment-** There was no public comment.
2. **Aquatics Programs-** The Floating Pumpkin Patch is scheduled for 2 sessions on 10/14. We had 62 participants, and registration is still open. The Cunningham Aquatic Complex will welcome participants to enjoy the pool, arts & crafts, food, music & bounce house.
3. **Community Events-** Children's Wonderland fall festivities started with the Harvest Party, followed by the Pumpkin Play Days. Games and activities were included with the admissions fee to the park. The Great Pumpkin Patch continues for the remainder of the month, closing with our annual Nightmare on Gleen Street event. Our new event Sip and Paint in the Park was sold out with 16 participants. We were able to accommodate an extra person and all 16 enjoyed the evening event. We are looking forward to new dates for November and December paint nights. Our 1<sup>st</sup> Hispanic Heritage Fiesta event will be held on 10/14 at Blue Rock Springs Park with more than 30 vendors. Harvest party: 52 participants, Field trips: 327 students, Nightmare: N/A, Paint Night: 16 participants.
4. **Marketing Update-** Staff submitted the content action plan to promote upcoming events and programs for November. In addition, staff began conversations for GVRD's 80<sup>th</sup> Anniversary and potential logo for the celebration.
5. **Special Interest Classes-** New contract classes starting in October and November for youth and adults, including Kurvy Fitness: 2 participants, Creative Dance: 9 participants, and Yoga Movement: canceled. Overflow Cardio: 0 participants. now includes supplies for all participants.



6. **Sports Gym-** General Manager Lanusse reported the floors at the former middle school were done and are under the curing stage. Gym includes 3 pickleball courts, a volleyball, and a basketball court. Staff are currently planning on a reception area and workstation. Prop 68 funds will help with renovations, including the fields and parking lot. The Board commented about the marketing plan for advertisement and scheduling of programs and rentals after the grand opening.
  
7. **Vallejo Waterfront Weekend-** GVRD hosted Kids Zone on 10/7 & 10/8 and promoted upcoming programs and events.

Adjourned: 4:50 P.M.





**Greater Vallejo Recreation District  
Financial Report Year-to-Date  
as of September 30, 2023  
All Funds Combined**

**Assets**

Cash - Solano County	1,269,171.80	
Cash - General Account - Bank of the West	536,270.97	
Cash - Payroll Account - Bank of the West	936.99	
Cash - Umpqua Bank Account	1,680,301.25	
Cash - Retiree Benefit Trust Fund	1,298,519.88	
Accounts Receivable	(152,986.28)	
<b>Total Assets</b>		<b><u><u>\$4,632,214.61</u></u></b>

**Liabilities**

Accounts Payable	58,039.19	
Payroll Related Payables	(16,368.09)	
Building Deposits Payable	36,323.04	
Amount Due Customers - Etrak	4,095.78	
<b>Total Liabilities</b>		<b><u><u>\$82,089.92</u></u></b>

**Net Assets**

Fund Balance- Unrestricted Operating Reserve	3,582,226.92	
Fund Balance - Restricted Retiree Benefit	1,298,519.88	
Fund Balance - Designated Reserve 15%	1,775,158.70	
Excess Revenues Over Expenses	(2,105,780.43)	
<b>Total Net Assets</b>		<b><u><u>\$4,550,125.07</u></u></b>

<b><u>Total Liabilities and Net Worth</u></b>		<b><u><u>\$4,632,214.99</u></u></b>
---	--	-------------------------------------

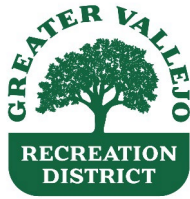


**Greater Vallejo Recreation District  
Financial Report Year-to-Date  
as of September 30, 2023  
General Fund & Measure K Combined**

General Fund Departments	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
<b>Revenue</b>				
Administration & General Support	51,773	6,401,659	6,349,886	0.81%
Planning & Development	0	0	0	0.00%
Facilities	0	0	0	0.00%
Visitor Services	76,809	198,900	122,091	38.62%
Landscaping & Grounds (Includes Mcyintre Ranch)	0	0	0	0.00%
Recreation	273,994	1,620,203	1,346,209	16.91%
Capital Improvements	0	4,150,000	4,150,000	0.00%
<b>Total Revenue</b>	<b>402,576</b>	<b>12,370,762</b>	<b>11,968,186</b>	<b>3.25%</b>
<b>Expense</b>				
Administration & General Support	637,695	2,444,633	1,806,938	26.09%
Planning & Development	39,775	190,494	150,719	20.88%
Facilities	118,358	600,505	482,147	19.71%
Visitor Services	41,681	173,111	131,430	24.08%
Landscaping & Grounds	300,735	1,418,115	1,117,380	21.21%
Recreation	753,878	3,128,790	2,374,912	24.09%
Capital Improvements	88,618	3,637,000	3,548,382	0.00%
Contingency Reserve	0	191,743	191,743	0.00%
Retiree Medical Benefit - OPEB	0	50,000	50,000	0.00%
<b>Total Expense</b>	<b>1,980,740</b>	<b>11,834,391</b>	<b>9,853,651</b>	<b>16.74%</b>
<b>Excess (Deficiency) of Revenue Over Expense</b>	<b>(1,578,165)</b>	<b>536,371</b>	<b>2,114,536</b>	

Measure K Departments	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
<b>Revenue</b>				
Administration	0	2,380,000	2,380,000	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>2,380,000</b>	<b>2,380,000</b>	<b>0.00%</b>
<b>Expense</b>				
Administration & General Support	0	93,400	(93,400)	0.00%
Facilities	206,656	889,576	(682,920)	23.23%
Landscaping & Grounds	64,998	266,164	(201,166)	24.42%
Recreation	152,013	809,083	(657,070)	18.79%
Capital Improvements	103,949	798,000	(694,051)	13.03%
<b>Total Expense</b>	<b>527,616</b>	<b>2,856,223</b>	<b>(2,328,607)</b>	<b>18.47%</b>
<b>Excess (Deficiency) of Revenue Over Expense</b>	<b>(527,616)</b>	<b>(476,223)</b>	<b>51,393</b>	

General Fund & Measure K Combined	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
<b>General Fund &amp; Measure K Revenue Combined</b>	<b>402,576</b>	<b>14,750,762</b>	<b>(14,348,186)</b>	<b>2.73%</b>
<b>General Fund &amp; Measure K Expense Combined</b>	<b>2,508,356</b>	<b>14,690,614</b>	<b>(12,182,258)</b>	<b>17.07%</b>
<b>Total General Fund &amp; Measure K Combined Excess (Deficiency) of Revenue Over Expense</b>	<b>(2,105,780)</b>	<b>60,148</b>	<b>(2,165,928)</b>	



**Greater Vallejo Recreation District**  
**Financial Report Year-to-Date**  
**as of September 30, 2023**  
**General Fund Summary**

Departments	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
<b>Revenue</b>				
Administration & General Support	51,773	6,401,659	6,349,886	0.81%
Planning & Development	0	0	0	0.00%
Facilities	0	0	0	0.00%
Visitor Services	76,809	198,900	122,091	38.62%
Landscaping & Grounds (Includes Mcyintre Ranch)	0	0	0	0.00%
Recreation	273,994	1,620,203	1,346,209	16.91%
Capital Improvements	0	4,150,000	4,150,000	0.00%
<b>Total Revenue</b>	<b>402,576</b>	<b>12,370,762</b>	<b>11,968,186</b>	<b>3.25%</b>
<b>Expense</b>				
Administration & General Support	637,695	2,444,633	1,806,938	26.09%
Planning & Development	39,775	190,494	150,719	20.88%
Facilities	118,358	600,505	482,147	19.71%
Visitor Services	41,681	173,111	131,430	24.08%
Landscaping & Grounds	300,735	1,418,115	1,117,380	21.21%
Recreation	753,878	3,128,790	2,374,912	24.09%
Capital Improvements	88,618	3,637,000	3,548,382	0.00%
Contingency Reserve	0	191,743	191,743	0.00%
Retiree Medical Benefit - OPEB	0	50,000	50,000	0.00%
<b>Total Expense</b>	<b>1,980,740</b>	<b>11,834,391</b>	<b>9,853,651</b>	<b>16.74%</b>
<b>Excess (Deficiency) of Revenue Over Expense</b>	<b>(1,578,165)</b>	<b>536,371</b>	<b>2,114,536</b>	



**Greater Vallejo Recreation District**  
**Financial Report Year-to-Date**  
**07/01/23 - 09/30/23**  
**General Fund Departments Detailed**

Revenue	Departments	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
001	Administration	51,773	6,401,659	6,349,886	0.81%
007	Human Resources	0	0	0	0.00%
100	Finance	0	0	0	0.00%
<b>Total Administration &amp; General Support</b>		<b>51,773</b>	<b>6,401,659</b>	<b>6,349,886</b>	<b>0.81%</b>
200	Planning & Development	0	0	0	0.00%
300	Facilities	0	0	0	0.00%
301	Visitor Services	76,809	198,900	122,091	38.62%
310	Landscaping & Grounds	0	0	0	0.00%
312	Mcintyre Ranch	0	0	0	0.00%
<b>Total Landscaping &amp; Grounds</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
010	Recreation Administration	3,100	3,500	400	88.57%
415	Children's Wonderland	12,890	53,200	40,310	24.23%
430	Break Camp	35,795	69,740	33,945	51.33%
450	Vallejo Community Center	19,063	100,232	81,169	19.02%
451	Foley Cultural Center	64,696	199,552	134,856	32.42%
460	Sports	7,135	90,332	83,197	7.90%
465	Community Events	2,094	12,300	10,206	17.02%
480	ExLP	0	203,100	203,100	0.00%
481	After School Programs	49,984	339,300	289,316	14.73%
486	Teen Services	0	79,475	79,475	0.00%
490	Adaptive Recreation	170	330	160	51.52%
720	North Vallejo Community Center	9,226	26,800	17,574	34.43%
721	South Vallejo Community Center	17,315	64,235	46,920	26.96%
730	Cunningham Pool	52,526	378,107	325,581	13.89%
<b>Total Recreation</b>		<b>273,994</b>	<b>1,620,203</b>	<b>1,346,209</b>	<b>16.91%</b>
906	Capital Expenditures	0	4,150,000	4,150,000	0.00%
<b>Total Revenue</b>		<b>402,576</b>	<b>12,370,762</b>	<b>11,968,186</b>	<b>3.25%</b>
<b>Expense</b>					
001	Administration	471,233	1,599,803	1,128,570	29.46%
007	Human Resources	60,740	395,039	334,299	15.38%
100	Finance	105,722	449,791	344,069	23.50%
<b>Total Administration &amp; General Support</b>		<b>637,695</b>	<b>2,444,633</b>	<b>1,806,938</b>	<b>26.09%</b>
200	Planning & Development	39,775	190,494	150,719	20.88%
300	Facilities	118,358	600,505	482,147	19.71%
301	Visitor Services	41,681	173,111	131,430	24.08%
310	Landscaping & Grounds	300,735	1,368,115	1,067,380	21.98%
312	Mcintyre Ranch	0	50,000	50,000	0.00%
<b>Total Landscaping &amp; Grounds</b>		<b>300,735</b>	<b>1,418,115</b>	<b>1,117,380</b>	<b>21.21%</b>
010	Recreation Administration	96,376	496,173	399,797	19.42%
415	Children's Wonderland	29,726	101,126	71,400	29.39%
430	Break Camp	100,082	184,435	84,353	54.26%
450	Vallejo Community Center	17,669	215,163	197,494	8.21%
451	Foley Cultural Center	57,532	312,033	254,501	18.44%
460	Sports	12,422	109,544	97,122	11.34%
465	Community Events	5,475	101,394	95,919	5.40%
480	ExLP	87,009	316,780	229,771	27.47%
481	After School Programs	76,872	534,131	457,259	14.39%
486	Teen Services	402	62,472	62,070	0.64%
490	Adaptive Recreation	610	34,664	34,054	1.76%
720	North Vallejo Community Center	15,757	69,286	53,529	22.74%
721	South Vallejo Community Center	14,693	69,306	54,613	21.20%
730	Cunningham Pool	239,254	522,283	283,029	45.81%
<b>Total Recreation</b>		<b>753,878</b>	<b>3,128,790</b>	<b>2,374,912</b>	<b>24.09%</b>
906	Capital Improvements	88,618	3,637,000	3,548,382	2.44%
	Contingency Reserve	0	191,743	191,743	0.00%
	Retiree Medical Benefit - OPEB	0	50,000	50,000	0.00%
<b>Total Expense</b>		<b>1,980,740</b>	<b>11,834,391</b>	<b>9,853,651</b>	<b>16.74%</b>
<b>General Fund Excess (Deficiency) of Revenue Over Expense</b>		<b>(1,578,165)</b>	<b>536,371</b>	<b>2,114,536</b>	



**Greater Vallejo Recreation District**  
**Financial Report Year-to-Date**  
**as of September 30, 2023**  
**Measure K Fund Summary**

Department	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
<b>Revenue</b>				
Administration	0	2,380,000	2,380,000	0.00%
<b>Total Revenue</b>	<b>0</b>	<b>2,380,000</b>	<b>2,380,000</b>	<b>0.00%</b>
<b>Expense</b>				
Administration & General Support	0	93,400	93,400	0.00%
Facilities	206,656	889,576	682,920	23.23%
Landscaping & Grounds	64,998	266,164	201,166	24.42%
Recreation	152,013	809,083	657,070	18.79%
Capital Improvements	103,949	798,000	694,051	0.00%
<b>Total Expense</b>	<b>527,616</b>	<b>2,856,223</b>	<b>2,328,607</b>	<b>18.47%</b>
<b>Excess (Deficiency) of Revenue Over Expense</b>	<b>(527,616)</b>	<b>(476,223)</b>	<b>51,393</b>	



**Greater Vallejo Recreation District**  
**Financial Report Year-to-Date**  
**07/01/23 - 09/30/23**  
**Measure K Fund Departments Detailed**

Revenue	Departments	Actual Yr to Date	FY 23-24 Adopted Budget	Amount Remaining	Percent Used
001	Administration	0	2,380,000	2,380,000	0.00%
<b>Total Revenue</b>		<b>0</b>	<b>2,380,000</b>	<b>2,380,000</b>	<b>0.00%</b>
<b>Expense</b>					
001	Administration	0	91,400	91,400	0.00%
007	Human Resources	0	0	0	0.00%
100	Finance	0	2,000	2,000	0.00%
<b>Total Administration &amp; General Support</b>		<b>0</b>	<b>93,400</b>	<b>93,400</b>	<b>0.00%</b>
<b>300</b>	<b>Facilities</b>	<b>206,656</b>	<b>889,576</b>	<b>682,920</b>	<b>23.23%</b>
312	McIntyre Ranch	0	0	0	0.00%
310	Landscaping & Grounds	64,998	266,164	201,166	24.42%
<b>Total Landscaping &amp; Grounds</b>		<b>64,998</b>	<b>266,164</b>	201,166	24.42%
010	Recreation Administration	30,785	30,000	(785)	
415	Children's Wonderland	24,587	85,000	60,413	28.93%
430	Break Camp	0	0	0	
450	Vallejo Community Center	4,110	17,500	13,390	23.49%
451	Foley Cultural Center	16,753	67,000	50,247	25.01%
460	Sports	5,144	62,900	57,756	8.18%
465	Community Events	0	8,960	8,960	0.00%
480	ExLP	0	0	0	
481	After School Programs	0	0	0	
486	Teen Services	0	16,332	16,332	0.00%
490	Adaptive Recreation	0	2,790	2,790	0.00%
720	North Vallejo Community Center	2,949	12,800	9,851	23.04%
721	South Vallejo Community Center	4,514	18,800	14,286	24.01%
730	Cunningham Pool	63,170	487,001	423,831	12.97%
<b>Total Recreation</b>		<b>152,013</b>	<b>809,083</b>	<b>657,070</b>	<b>18.79%</b>
<b>906</b>	<b>Capital Improvements</b>	<b>103,949</b>	<b>798,000</b>	<b>694,051</b>	<b>13.03%</b>
	<b>Contingency Reserve</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
	<b>Retiree Medical Benefit - OPEB</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Expense</b>		<b>527,616</b>	<b>2,856,223</b>	<b>2,328,607</b>	<b>18.47%</b>
<b>General Fund Excess (Deficiency) of Revenue Over Expense</b>		<b>(527,616)</b>	<b>(476,223)</b>	<b>51,393</b>	



## Agenda 10

### BOARD COMMUNICATION

Date: October 26, 2023

TO: Board Chairperson and Directors  
FROM: Salvador Nuno, Parks and Facilities Director  
SUBJECT: Board Authorization to Declare Equipment Surplus Property.

### **BACKGROUND AND DISCUSSION**

District equipment is evaluated yearly as to condition and need. These vehicles have exceeded their useful life and have been replaced and/or no longer meet the needs of the district. The cost to maintain this equipment for staff use has been determined to exceed the value of the equipment. Currently this equipment is not in use and would be sold at auction for fair market value.

#### **Equipment:**

2007 Ford F-250  
License # 1216909  
VIN # 1FTNF20597EA45561  
ID # 1106

2008 Ford Ranger X-Cab  
License # 1300598  
VIN # 1FTYR14E58PA64526  
ID # 1127

2006 Ford Ranger  
License # 1171101  
VIN # 1FTYR10U76PA27021  
ID # 1121

2007 Ford Ranger XL  
License # 1216921  
VIN # 1FTYR10E97PA76717  
ID # 1129

### **RECOMMENDATION**

Approve the authorization to declare the above vehicles surplus property.

### **ALTERNATIVES CONSIDERED**

Store the equipment and allocate funds for repairs.

**COST**

None

**COMMITTEE REVIEW**

None

**ENVIRONMENTAL REVIEW**

This is not a project as defined by the California Environmental Quality Act ("CEQA") pursuant to section 15378 (b) (2) of Title 14 of the California Code of Regulations as it is an administrative activity and is not subject to CEQA review.

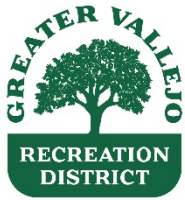
**PROPOSED ACTION**

Declare above equipment surplus property.

**DOCUMENTS AVAILABLE FOR REVIEW**

None





## Recreation Department Board Updates

10/26/2023

### Activity Guide:

- In-hand copies of the fall/winter Activity Guide have been mailed to patrons on the mailing list.

### Aquatics:

- The annual Floating Pumpkin Patch was a success. The event had 62 participants registered. Participants enjoyed diving for pumpkins, art and crafts, a bounce house, a DJ and two great vendors: Billionaire fam, and Tony Cakes.



- The pool began sending out a monthly newsletter to lap swimmers informing them of all the activities, schedule changes, and closures going on at the pool.

### Community Centers:

- The lease agreement for One People Tribe programming at Norman C. King Center is under review.
- Leaven Kids hosted their Grand Opening and Open House at the South Vallejo Norman C. King Community Center on October 18<sup>th</sup>. Community stakeholders and patrons from throughout the city attended the event.



- Staff continue to work on reviewing new Course Proposals and reaching out to potential instructors to increase programming at the facilities. We have received lots of feedback and interest in new class offerings, per board recommendations.
- Foley Cultural and North Vallejo Community Centers completed and passed the Food Facility inspection facilitated by Solano County.

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

- Children's Wonderland is ready for the fall season. The Pumpkin Patch is open Oct 1<sup>st</sup> the 31<sup>st</sup>. Pumpkins are available for sale for a nominal fee and field trips are scheduled at the park throughout the month.
- Nightmare on Glenn Trick-or-Treat lane will be held on Tuesday, October 31<sup>st</sup>, from 5-8pm at Children's Wonderland. We're connecting with community stakeholders to decorate a table and pass out candy throughout the event.
- The Sarna League hosted their Jersey Giveaway at Children's Wonderland on October 12<sup>th</sup> from 4-9pm. The group passed out jerseys to over 400 youth, ate pizza, watched a movie, and ran activities at the park.
- Our Paint and Sip in the Park on Oct 6<sup>th</sup> was sold out. We look forward to offering more paint parties in Nov and Dec.



- Our first Paint and Sip Party with Instructor Vincent Concepcion, Artist Go Practice G and students (below).



- The Hispanic Heritage Fiesta was a success, staff received a lot of good feedback from the public and on Social Media as well. We had over 30 vendors that came out to support GVRD from Oakland, Benicia, San Francisco, Daly City, Concord, Richmond, Fairfield, Suisun, Sacramento, all across the Bay Area!
- GVRD has a special gift to support women with breast cancer. We went out on October 20<sup>th</sup> to drop off wig donations for those who are battling Cancer and registered for a free wig. Breast Cancer can impact the

important women in your life, GVRD wanted to help these women at every step of their breast cancer journey.

### **Sports/Adaptive Recreation (AR):**

- GVRD staff continue to work on staff schedules, recruitment, and training material and procedures for the sports gym.
- The Adaptive Rec Spooky Halloween party was held on October 25<sup>th</sup> At Children's Wonderland Park! There was a Dance Party, Haunted House, scavenger hunt around the park, Best Costume Contest, and a Hay Maze available to our adaptive community.

### **Staffing:**

- The Department is currently recruiting candidates for PT positions for the Sports Gym. Also, we're looking for coaches to run the Junior Warriors program starting next year.
- Staff applied for the Special Events grant offered through the City of Vallejo. Awarded recipients will be announced at the close of 2023.
- The Recreation Director attended the National Recreation and Parks Association (NRPA) held at the beginning of October in Dallas, Texas. The Director attended sessions on trends in Recreation, Staff Retention, Diversity, Equity, and Inclusion, (D.E.I), just to name a few.



### **Youth Services:**

- The Youth team is currently working and planning for the upcoming Fun on the Run Camp (no-school camp) on Nov. 10<sup>th</sup>, and Thanksgiving Break Camp.



# Maintenance Department Board Update

10/26/23

## Parks and Facilities

- SVCC
  - Staff worked with a plumber to fix drainage issues in the Kitchen.
- VCC
  - The contractor will be starting soon with the installation of the EV chargers in the parking lot.
- Dan Foley Park
  - Vallejo Watershed Alliance had a volunteer work event for tules removal along the shoreline of the lake.
- BRS Park
  - Received the irrigation PM pump; waiting for a contractor to do the installation.
- McIntyre Ranch
  - Working with a consultant to get a proposal to do a site assessment.
- Facilities
  - Staff is in preparation for the rainy season working on gutter cleaning.
- Recruitment
  - We will be making an offer to our top candidate for the MWI; thank you to our HR department for their assistance with this process.
- Visitor Services
  - We had a good outcome from the visitor services season; they did a great job assisting and getting the picnic reservations ready for the people.

# BOARD PROJECTS UPDATE



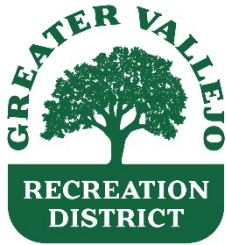
Date

TASK	START	END	% COMPLETE	DONE	NOTES
<b>395/401 Renovations</b>				<input type="radio"/>	
Design Phase	1/1/2018	6/1/2021	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2019	6/1/2020	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	12/23/2021	3/30/2024	65%	<input type="radio"/>	The contractor worked on installing the new electrical and the plumbing at 395 building.
<b>VCC HVAC</b>					
Design Phase	6/1/2023	12/1/2023	80%	<input type="radio"/>	Staff is working with an engineer on the design.
Permit Issued	1/1/2024	3/1/2024	0%	<input type="radio"/>	
Proposed Board Approval	5/1/2024	5/31/2024	0%	<input type="radio"/>	
RFP	7/1/2024	8/28/2024	0%	<input type="radio"/>	
Build	9/1/2024	11/1/2024	0%	<input type="radio"/>	
<b>Cunningham Pool Shade Structures</b>				<input type="radio"/>	
Design/Assessment Phase	1/1/2023	11/30/2023	90%	<input type="radio"/>	PDF designs is working on the design; once is completed, we will submit to the City for their review and comments.
Permit Issued	11/1/2023	12/31/2023	0%	<input type="radio"/>	
RFP	2/2/2024	3/15/2024	0%	<input type="radio"/>	
Build	4/1/2024	6/1/2024	0%	<input type="radio"/>	
<b>Dan Foley Artificial Field</b>				<input type="radio"/>	
Assessment and Engineer's cost estimate	8/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	
Board Approval	12/1/2022	12/8/2023	100%	<input checked="" type="checkbox"/>	
Design Phase	1/1/2023	6/21/2023	100%	<input checked="" type="checkbox"/>	

TASK	START	END	% COMPLETE	DONE	NOTES
RFP	8/1/2022	9/15/2023	100%	<input checked="" type="checkbox"/>	
Build	10/9/2023	12/31/2023	20%	<input type="checkbox"/>	Contractor continues working on the removal of the artificial.
<b>Cunningham Pool ADA Upgrades</b>					
Design Phase	11/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	City will work on finalizing the plans and making the parking lot improvements.
Permit Issued	6/1/2022	8/5/2022	100%	<input checked="" type="checkbox"/>	City issued the permit.
RFP	6/21/2023	10/28/2023	70%	<input type="checkbox"/>	Bids are do on October 27th.
Build	12/1/2023	3/1/2024		<input type="checkbox"/>	
<b>Terrace Park Playground</b>					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	1/30/2022	100%	<input checked="" type="checkbox"/>	
Build	1/15/2023	1/15/2024	0%	<input type="checkbox"/>	Received the playground parts; waiting on the contractor to begin with the installation.
<b>Children's Wonderland Shade Structure</b>					
Design/Assessment Phase	1/1/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
RFP	4/1/2022	9/1/2022	100%	<input checked="" type="checkbox"/>	
Build	11/1/2023	12/1/2023	0%	<input type="checkbox"/>	Waiting on the contractor to update their proposal for the installation of the shade structure.
<b>Amador Courts Resurfacing</b>					
Design/Assessment Phase	8/1/2023	8/28/2023	100%	<input checked="" type="checkbox"/>	
RFP	8/2/2023	9/1/2023	100%	<input checked="" type="checkbox"/>	
Build	10/23/2023	11/15/2023	0%	<input type="checkbox"/>	Contractor starting on the week on October 23rd.
<b>Hanns Park Disc Golf</b>					
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="checkbox"/>	

TASK	START	END	% COMPLETE	DONE	NOTES
Build	10/6/2021	11/30/2023	98%	<input type="radio"/>	Contractor poured the concrete for the stairways; waiting on the railing, will be meeting with the Disc golf group for the welcoming sign.
<b>Hanns Park Restrooms ADA Upgrades</b>				<input type="radio"/>	
Design/Assessment Phase	6/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2022	2/14/2023	100%	<input checked="" type="checkbox"/>	
RFP	3/17/2023	4/14/2023	100%	<input checked="" type="checkbox"/>	
Build	6/1/2023	11/31/2023	95%	<input type="radio"/>	
<b>Lake Dalwigg Park Improvements</b>				<input type="radio"/>	





## Finance Director Board Update

10/26/2023

### **New Finance Director**

- New Finance Director working closely with Consultant, Sue Casey (Former Interim Finance Director), in getting up to speed and ultimately transitioning tasks.
- Finance Director working with team to learn current tasks and processes.

### **Audit FY 21-22 and FY22-23**

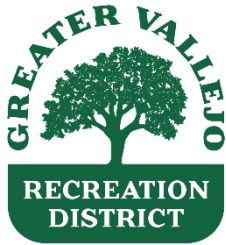
- We met with the auditor team last week to review outstanding items and to discuss the status of audit progress overall. We are working on the remaining items to complete with a high priority in order to be able to move onto the FY 22-23 Audit.

### **Financial Reporting**

- Finance Director and Consultant working with Cougar Mountain in effort to update the layout of Financial Reports so that they are accurate, useful, and more consistent with reporting standards of government and special districts.

### **FY23/24 Budget**

- Working on FY 22-23 budget adjustments and will be bringing the adjustments to the Budget and Finance Committee in November for discussion and to the Board meeting for further discussion and Board approval in December.



## Human Resources Board Update

10/26/2023

### Staff Update:

- 97% of full-time, funded positions are filled. Will reach 100% after Maintenance Worker I passes pre-employment process.

### Policy Update:

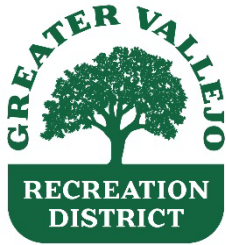
- Policies Discussed during Personnel & Policy Committee on 10/23:
  - 2030 Holidays
  - 2320 Disaster Service Worker Designation
  - 3074 Fee Waiver
  - 4010 Code of Ethics

### Training:

- Developing tracking process for staff compliance training, such as CPR, Mandated Child Abuse Reporter, Harassment Prevention, Blood Borne Pathogen, etc.

### Recruitment:

- Creating Unconscious Bias Training for interview panels.



## General Manager Board Update

10/26/2023

- We are working hard regarding the budget, funding and reporting in the finance department. I am developing an RFP for a Finance and Human Resource Management Software.
- Ongoing coordination with Parks and Recreation staff regarding the Gym and Franklin.
- I will be speaking to the Vallejo School Board at an upcoming meeting regarding Prop 68 and Franklin improvements.
- I attended the chamber board of directors meeting.
- We are planning the District holiday party. We plan to hold it in the second week of December.
- Checked in with the city regarding appointments for board. I have also conducted an informational interview with a prospective applicant.
- Attended the Finance Committee meeting.
- Attended the McIntyre neighbor negotiation meeting.
- Working on finalizing a date for City Park design outreach.
- Communicated with a concerned citizen regarding South Vallejo Community Center, AKA Norman King Center,
- Communicated with Tai Chi group regarding safety of area. We had complaints from different entities about the site. Staff have addressed the issue.

# BOARD GM PROJECTS UPDATE



Date 10/26/2023

TASK	START	END	% COMPLETE	DONE	NOTES
<b>McIntyre Property-extension</b>					
Assigned to Legal and GM			95%	<input type="radio"/>	
Tenants 6 month extension ends 11-1-23			90%	<input type="radio"/>	
Neighbor negotiations	Both sides		10%	<input type="radio"/>	
Amenities assessment	In progress		20%	<input type="radio"/>	
<b>Franklin Middle School</b>					
Negotiate terms			100%	<input checked="" type="checkbox"/>	Board recommends to move forward, but wants start up costs.
Approved or deny			100%	<input checked="" type="checkbox"/>	Approved, now need to plan
<b>Impact Fee Request</b>					
Requested impact fees	1/23/2021		100%	<input checked="" type="checkbox"/>	Projects identified i.e. pool
Discuss with City Staff			75%	<input type="radio"/>	
Approved by appropriate City Staff			0%	<input type="radio"/>	
Place into budget			0%	<input type="radio"/>	
Receive funds			0%	<input type="radio"/>	
<b>Prop 68- Franklin Gym and Fields</b>					
Outreach and application			100%	<input checked="" type="checkbox"/>	
Submitted application			100%	<input checked="" type="checkbox"/>	
Site visit with State			100%	<input checked="" type="checkbox"/>	
Wafting to hear if approved.			100%	<input checked="" type="checkbox"/>	Project not selected
State still interested, placed in holding pattern			100%	<input checked="" type="checkbox"/>	APPROVED!!!

# BOARD GM PROJECTS UPDATE



Date 10/26/2023

Outdoor Equity Grant					
Identify project		Due 12-8-23	<div style="width: 45%; background-color: green;">45%</div>	<input type="radio"/>	COV has shown interest to work together
Submit application				<input type="radio"/>	
Afro Outdoors/ Latino Outdoors					
Make contact	1/23/2021		<div style="width: 50%; background-color: green;">50%</div>	<input type="radio"/>	
Discuss partnership				<input type="radio"/>	
Develop plans and goals				<input type="radio"/>	
Sister City Project					
Develop plans, location and goals			<div style="width: 75%; background-color: green;">75%</div>	<input type="radio"/>	
Sister City to fund				<input type="radio"/>	
Blue prints, permits, etc.,				<input type="radio"/>	
Build Process				<input type="radio"/>	
Marketing plan					
Meet with BOD to clarify goals	3-?-24		<div style="width: 10%; background-color: green;">10%</div>	<input type="radio"/>	
Develop plan, staff?, identify which staff will have designated assignments.				<input type="radio"/>	
Work with Finance to budget				<input type="radio"/>	
Implement				<input type="radio"/>	

# BOARD GM PROJECTS UPDATE



Date 10/26/2023

PB projects-Exercise equipment at Setterquist					
Get a contract from COV	1/1/2021			<input type="radio"/>	Waiting
Budget and develop				<input type="radio"/>	
Build				<input type="radio"/>	
Reimbursement				<input type="radio"/>	
Hire Finance Director					
Review job description			100%	<input checked="" type="checkbox"/>	
hire firm to promote, recruit, interview			100%	<input checked="" type="checkbox"/>	
Make offer and hire			100%	<input checked="" type="checkbox"/>	
Master Plan BRS					
Survey site			100%	<input checked="" type="checkbox"/>	
Meet standards			100%	<input checked="" type="checkbox"/>	
Develop draft, review at committee			50%	<input type="checkbox"/>	
Community Outreach				<input type="checkbox"/>	
Hanns Park Disc Golf					
Part of Master Plan			100%	<input checked="" type="checkbox"/>	
Get cost estimate, find funding source			100%	<input checked="" type="checkbox"/>	
Meet with stakeholders to design			100%	<input checked="" type="checkbox"/>	
Work with City			100%	<input checked="" type="checkbox"/>	
Order materials, install			90%	<input type="checkbox"/>	
Signage			25%	<input type="checkbox"/>	Waiting on Disc Golf Group
Stair cases			95%	<input type="checkbox"/>	Getting approval from planning department
ADA upgrades to BRS					
Design Plan/ approve			50%	<input type="checkbox"/>	
Construct			0%	<input type="checkbox"/>	

# BOARD GM PROJECTS UPDATE



Date 10/26/2023

ADA 395 and 401 Amador					
395 Amador			40%	<input type="radio"/>	Plans ok, bid process received, next is construction
401 Amador			100%	<input checked="" type="checkbox"/>	
McIntyre Ranch Survey					
Check records and hire surveyor			100%	<input checked="" type="checkbox"/>	
File completed survey			75%	<input type="radio"/>	
Move fencing if needed			0%	<input type="radio"/>	
New Finance/HR software					
Develop RFP			70%	<input type="radio"/>	
Interview Companies				<input type="radio"/>	
Determine best fit and cost			0%	<input type="radio"/>	
Implement			0%	<input type="radio"/>	
OPEB					
Consultant drafted policy			100%	<input checked="" type="checkbox"/>	
Review by Finance committee (2)			66%	<input type="radio"/>	
Consultant brought in to work with finance Dept.			50%	<input type="radio"/>	
Board approval			0%	<input type="radio"/>	
CAL PERS REFI					
Place in budget as ongoing expense			75%	<input type="radio"/>	
Utilities Solar					
City now states they will upgrade their buildings			100%	<input checked="" type="checkbox"/>	
			0%	<input type="radio"/>	
Classification Study					
Job classification redone			80%	<input type="radio"/>	SEIU in progress, Supervisors to review, then goes to employees
Brought in new consultant			100%	<input checked="" type="checkbox"/>	
IBEW			100%	<input checked="" type="checkbox"/>	

# BOARD GM PROJECTS UPDATE



Date 10/26/2023

<b>Board Training</b>				
Determine needs	1/1/2024		100%	<input checked="" type="checkbox"/>
Board training				
Review other training			0%	<input type="checkbox"/>
Schedule training			0%	<input type="checkbox"/>
<b>Strategic Planning</b>				
RFP sent out			100%	<input checked="" type="checkbox"/>
Reviewed by staff			100%	<input checked="" type="checkbox"/>
Brent Ives Consult			100%	<input checked="" type="checkbox"/>
Board meeting for input			100%	<input checked="" type="checkbox"/>
Staff and Consultant working on final product			85%	<input type="checkbox"/>
<b>GM goals and evaluation</b>				
Develop goals with BOD			100%	<input checked="" type="checkbox"/>
Meet quarterly			25%	<input type="checkbox"/>
Evaluate, evaluation system				<input type="checkbox"/>
Receive evaluation before July 1				<input type="checkbox"/>
Update goals and repeat				<input type="checkbox"/>
<b>Annual Priority retreat</b>				
Goal setting to be part of Board training. Plan for fall	1/1/2024		0%	<input type="checkbox"/>
<b>Present update to City Council</b>				
Schedule for 2023			25%	<input type="checkbox"/>
				Waiting on reply, most likely will occur 2024
<b>Use of Community Centers-South Vallejo contract use</b>				
RFQ			100%	<input checked="" type="checkbox"/>
Interviews			100%	<input checked="" type="checkbox"/>
Contracts			75%	<input type="checkbox"/>



# BOARD GM PROJECTS UPDATE



Date 10/26/2023

Legal review			0%	<input type="radio"/>	
Sign Contract			0%	<input type="radio"/>	
Begin			0%	<input type="radio"/>	
<b>Use of Community Centers- Youth Center at North Vallejo</b>					
Develop goals/location/ 3rd party?			90%	<input type="radio"/>	
Determine funding			60%	<input type="radio"/>	
Begin programs			0%	<input type="radio"/>	
Review progress			0%	<input type="radio"/>	
Adapt			0%	<input type="radio"/>	
Review progress			0%	<input type="radio"/>	
<b>Annual retreats- Executive staff and/with board</b>					
Determine team building activity			25%	<input type="radio"/>	
Determine date				<input type="radio"/>	
Determine agenda for retreat			0%	<input type="radio"/>	
<b>VallejoNET</b>					
Update and reduce internet costs			100%	<input checked="" type="checkbox"/>	
Install new internet			50%	<input type="radio"/>	Scheduled to update in 2023
<b>Board Tour of Facilities</b>					
Determine locations				<input type="radio"/>	
Determine dates				<input type="radio"/>	
<b>City Park Master Plan</b>					
Community Outreach			100%	<input checked="" type="checkbox"/>	
Work with architects for community design			0.6	<input type="radio"/>	

# BOARD GM PROJECTS UPDATE



Date 10/26/2023

Get costs, permits, etc.,				<input type="radio"/>	
Bidding Process				<input type="radio"/>	
Construct				<input type="radio"/>	
Ribbon cutting				<input type="radio"/>	
<b>Planning department changed zoning in parks</b>					
Review and propose changes			5%	<input type="radio"/>	
<b>Hire HR director</b>					
Hire recruiting firm			100%	<input checked="" type="checkbox"/>	
Conduct search and hire			100%	<input checked="" type="checkbox"/>	
<b>BOD vacancies-2 with COV</b>					
Contact COV to begin recruitment. Notify them that the deadline for appointment is first week in December.			100%	<input checked="" type="checkbox"/>	
Review/ meet candidates. Provide input to COV			10%	<input type="radio"/>	
COV makes appointments. Clerk takes it from there				<input type="radio"/>	
Meet new appointees and provide orientation.				<input type="radio"/>	