



# GREATER VALLEJO RECREATION DISTRICT

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

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

Board of Directors  
Rizal Aliga  
Ron Bowen  
Robert Briseño  
Adjoa McDonald  
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. Documents will also be available electronically at <https://www.gvrd.org/about-us/agendas-minutes/>

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

### **AGENDA-REGULAR MEETING**

**June 9, 2022**

**Administrative Office – Board Room**

**395 Amador Street**

**6:30 p.m.**

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

5) **Public Comment:**

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

6) **Presentation:**

**GVRD Brand Direction by Verdin Marketing (via Zoom)**

7) **Consent Calendar:**

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

**A) Approve Board Minutes-May 26, 2022**

8) **Financials:**

**A) Approve Financial Statement as of 5/31/2022 (Harman)**

- B) Approve Payment of Bills 5/1/2022 through 5/31/2022 (Harman)
- C) Approval to Remove all Current Check Signers on the Umpqua Bank Account and Add all Current Executive Staff Personnel. (Harman)

9) **New Business:**

- A) Discussion on Policy #4030-Remuneration and Reimbursement (Legal Counsel)
- B) Discussion on McIntyre Ranch Future Plans (Legal Counsel)

10) **Staff Reports-Informational Only**

- A) Recreation Superintendent  
Cunningham Pool Report
- B) Human Resources Manager – Not Included in Packet
- C) Finance Director
- D) Maintenance Superintendent
- E) General Manager

11) **Administrative Items:**

Board of Director's Committee Selection Form for 2022-2023

12) **Executive Session:**

- A) **CONFERENCE WITH DISTRICT'S DESIGNATED REPRESENTATIVES (LEGAL COUNSEL, DIRECTORS SALVADORI AND ALIGA) REGARDING CONTRACT NEGOTIATIONS WITH GENERAL MANAGER**  
Called pursuant to Government Code sections 54957 and 54957.6.
- B) **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Government Code section 54956.9 (d)(2) 1 Case

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

14) **Meeting Adjourn:**

**Next meeting: June 23, 2022 –Board Meeting**

April 21, 2022

Greater Vallejo Recreation District

# Brand Direction Discussion

# Considerations for Brand Development

### Considerations for Brand Development

- Keep brand equity. We do not want to lose the brand traction already built.
- Logistic ease. We can't take on a massive brand update across all of our materials and platforms.
- Cost effectiveness. Reprinting is expensive.

## Opportunities for Brand Development

- Align with authentic personality of the organization which creates a more relatable and welcoming presence.
- Improve awareness in community and partners.
- Clearly state what you do in the logo
- Align with mission statement

## Opportunities for Brand Development

- Strategically differentiate from the City of Vallejo.
- Creates attention and opportunity to speak about benefits to the community.
- Creates systems and guides for multi-department alignment and better community presence.

Brand Personality

Simple

Multifaceted

Trusted

Inclusive

Fun

Welcoming



# Recommended Visual Direction

## Recommended Visual Direction

- Retain and evolve core colors and identifiable icon (tree) to ensure sustained equity from previous brand.
- Develop sub-palette that comes into new materials as they roll out, but keep the core colors recognizable.
- Evolve typography

## Examples



# Naming Recommendations

### Naming Option One

- Update the name to be more outward-facing friendly, further differentiate from the city, and offer clarity around what the GVRD does for the community with a fresh tagline.
- “Greater” can cause confusion
- “District” can sound governmental

Naming Option One

# Vallejo Parks and Recreation

## Case Study







## Naming Option Two

Name stays the same and explore the use of GVRD vs. Greater Vallejo Recreation District.

Naming Option Two

GVRD

Greater Vallejo Recreation District

Vs.

Greater Vallejo Recreation District

Thank you for having us today.

Questions or discussion?



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## Greater Vallejo Recreation District Board of Directors

### MINUTES

May 26, 2022 – 395 Amador Street

6:30 p.m.

#### 1) Call to Order:

Chairperson Bowen called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:35 p.m., May 26, 2022, in the Board Room of the Greater Vallejo Recreation District Office, 395 Amador Street, Vallejo, California.

#### 2) Pledge of Allegiance:

#### 3) Roll Call:

**Present:** Chairperson Ron Bowen; Vice-Chairperson McDonald (arrived at 6:59pm) Directors; Gary Salvadori, and Rizal Aliga (arrived at 6:56pm)

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

**Excused:** Director Briseño

Due to the lack of a quorum at the start of the meeting, Chairperson Bowen called for presentations to be moved to this portion of the meeting.

#### 4) Presentations:

##### A) Introducing Brice Sweet, Lead Worker (Nuno)

##### B) Introducing Patrick Pierson, Maintenance Worker II (Nuno)

Maintenance Superintendent Salvador Nuño introduced two employees who have recently passed their employment probationary period after recent promotions.

Chairperson Bowen called for a recess to wait for additional board members to arrive. At 6:56pm the meeting was called to order.

**5) Approval of Agenda:**

Director Salvadori offered the motion, seconded by Director Aliga to approve the agenda. 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.**

1 Speaker

**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-April 28, 2022**

**B) Approve Board Minutes-May 12, 2022**

**C) Accept the Policy and Personnel Committee Minutes-April 11, 2022**

**D) Accept the Programs and Publicity Committee Minutes-May 2, 2022**

**E) Accept the Facility and Development Committee Minutes – May 16, 2022**

**F) Accept the Budget and Finance Committee Minutes – May 16, 2022**

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

**8) Public Hearing:**

**To hear public comment regarding adoption of the Annual Operating Budget for 2022-2023 Fiscal Year**

**Hearing Opened: 7:00pm**

The following individuals provided testimony:

Doug Darling, Friends of Lake Chabot

**Hearing Closed: 7:06pm**

**9) Financials:**

**A) Approve Financial Statement as of 4/30/2022 (Harman)**

Director McDonald offered the motion seconded by Director Aliga to approve the financial statement as of 4/30/2022. Motion passed.

**B) Approve Payment of Bills 4/1/2022 through 4/30/2022 (Harman)**

Finance Director Harman expanded on a few of the larger payments.

Director Aliga offered the motion seconded by Director Salvadori to approve the payment of bills 4/1/2022 through 4/30/2022. Motion passed.

**C) Resolution 2022-04 of the Board of Directors of the Greater Vallejo Recreation District to Adopt the Annual Operating Budget for Fiscal Year 2022-2023 (Harman)**

Director Aliga offered the motion seconded by Director McDonald to approve Resolution 2022-04 to adopt the Annual Operating Budget for Fiscal Year 2022-2023. Roll call vote: ayes: Directors: Bowen, Aliga, Salvadori, McDonald Nays: none; absent: Director Briseno, abstain: none Motion passed.

**10) New Business:**

**A) Approve 1<sup>st</sup> Read of Policy 3031-Debt Management (Harman)**

Director McDonald offered the motion seconded by Director Aliga to approve the 1<sup>st</sup> Read of Policy 3031-Debt Management. Motion passed.

**B) Approve 1<sup>st</sup> Read of Policy 3066-Pension Funding (Harman)**

Director Salvadori offered the motion seconded by Director McDonald to approve the 1<sup>st</sup> Read of Policy 3066-Pension Funding. Motion passed.

**C) Resolution 2022-05 of the Board of Directors of the Greater Vallejo Recreation District Authorizing the Issuance and Sale of a Bond in the Principal Amount Not to Exceed \$4,120,000 to Refund Certain Pension Obligations of the District, Approving the Form and Authorizing the Execution of a Commitment Letter and Authorizing Action Related Thereto. (Harman)**

Director Salvadori offered the motion seconded by Director Aliga to approve Resolution 2022-05 to adopt the Authorize the Issuance and Sale of a Bond in the Principal Amount Not to Exceed \$4,120,000 to Refund Certain Pension Obligations of the District, Approving the Form and Authorizing the Execution of a Commitment Letter and Authorizing Action Related Thereto. Roll call vote: ayes: Directors: Bowen, Aliga, Salvadori, Nays: McDonald; absent: Director Briseno, abstain: none Motion passed.

**D) Resolution 2022-06 declaring McIntyre Ranch to be surplus land pursuant to California Civil Code section 54221, making the required written findings. (Property located at 1 St. Johns Mine Road, Vallejo, consisting of 22.15 acres, more or less; APN 0182-040-050.) (Legal Counsel)**

4 Speakers.

No Motion Made

**E) Discussion on Policy #4030-Remuneration and Reimbursement (Legal Counsel)**

Direction was given to add to a future agenda. Would like Legal Counsel to include Public Resource Code, Policy 4030, Previous email relating to this policy.

**F) Approval to Add 2 Additional Check Signers to the District Checking Account (Antony Ryans, Recreation Superintendent and 1 Named Board Member) – (Harman)**

After discussion and amendment, the following motion was adopted: Director Salvadori offered the motion seconded by Director Aliga to add Antony Ryans, and Directors Bowen and Aliga as additional check signers to the District Checking Account. Motion passed.

**11) Staff Reports-Informational Only:**

**A) Maintenance Superintendent**

- Announced roofing projects at two locations.
- Provided an update on weed abatement.
- Provided an update on recruitment.

**B) Finance Director**

- No updates

**C) Human Resources Manager**

- Provided an update on employee recognitions.

**D) Recreation Superintendent-**

- Announced the upcoming Kid's Day at Cunningham Pool
- Announced that Andrea Mendoza, Recreation Coordinator, has given notice and will be leaving the District on June 3, 2022.

**G) General Manager**

- Provided an update on meetings with the City Manager.
- Announced that succession planning with staff will begin soon.
- Announced that staff is reviewing ergonomics in the workplace.

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

Board Members reported on various upcoming community events and meetings attended.

**13) Meeting Adjourn:**

Director Aliga offered the motion, seconded by Director Salvadori to adjourn the meeting at 9:12 p.m. Motion passed.

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**Rizal Aliga, Board Secretary**

**Date**





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

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	8,197,020	7,930,654	(266,366)	103.36%
Facilities	50,000	0	(50,000)	0.00%
Park Maintenance & Visitor Service	232,584	203,400	(29,184)	114.35%
Recreation	1,147,066	1,537,811	390,745	74.59%
<b>Total Revenues</b>	<b>9,626,670</b>	<b>9,671,865</b>	<b>45,195</b>	<b>99.53%</b>
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	1,749,560	2,338,116	588,556	74.83%
Planning & Development	150,550	173,688	23,138	86.68%
Facilities	1,229,910	1,378,322	148,412	89.23%
Visitor Services	85,596	153,174	67,578	55.88%
Landscaping & Grounds	1,455,214	2,140,444	685,230	67.99%
Recreation	2,429,908	3,656,695	1,226,787	66.45%
Deferred Maintenance	830,884	2,910,000	2,079,116	0.00%
Contingency Reserve	0	22,826	22,826	0.00%
Retiree Medical Benefit - OPEB	0	0	0	0.00%
<b>Total Expenditures</b>	<b>7,931,622</b>	<b>12,773,265</b>	<b>4,841,643</b>	<b>62.10%</b>
<b>Net Revenues Over (Expenditures)</b>	<b>1,695,048</b>	<b>(3,101,400)</b>	<b>(4,796,448)</b>	

**Greater Vallejo Recreation District**  
**Financial Report Year-to-Date**  
**7/2021-5/2022**  
**All Funds Detailed**

<u>Revenues</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	8,197,020	7,930,654	(266,366)	103.36%	8,197,020
200	Planning & Development	0	0	0	0.00%	
300	Facilities	50,000	0	(50,000)	0.00%	50,000
301	Visitor Services	232,094	203,400	(28,694)	114.11%	
310	Landscaping & Grounds	490	0	(490)	0.00%	232,584
010	Recreation Administration	3,350	0	(3,350)	0.00%	
415	Children's Wonderland	70,518	41,605	(28,913)	169.49%	
430	Break Camp	35,598	45,098	9,500	78.93%	
450	Vallejo Community Center	44,069	55,104	11,035	79.97%	
451	Foley Cultural Center	147,897	178,794	30,897	82.72%	
460	Sports	94,125	72,407	(21,718)	129.99%	
465	Community Events	1,070	19,925	18,855	5.37%	
480	ExLP	143,503	317,630	174,127	45.18%	
481	After School Programs	218,285	315,140	96,855	69.27%	
486	Teen Services	0	5,825	5,825	0.00%	
490	Therapeutic Recreation	0	3,148	3,148	0.00%	
720	North Vallejo Community Center	15,544	24,878	9,334	62.48%	
721	South Vallejo Community Center	29,676	40,772	11,097	72.78%	
730	Cunningham Pool	343,432	417,485	74,053	82.26%	1,147,066
<b>Total Revenues</b>		<b>9,626,670</b>	<b>9,671,865</b>	<b>45,195</b>	<b>99.53%</b>	<b>9,626,670</b>

<u>Expenses</u>		<u>Actual</u>	<u>Annual</u>	<u>Variance</u>	<u>Percent</u>	
		<u>Yr to Date</u>	<u>Budget</u>			
001	Administration	1,082,948	1,504,029	421,081	72.00%	
007	Human Resources	309,595	423,494	113,899	73.11%	
100	Finance	357,016	410,593	53,577	86.95%	1,749,560
200	Planning & Development	150,550	173,688	23,138	86.68%	150,550
300	Facilities	1,229,910	1,378,322	148,412	89.23%	1,229,910
301	Visitor Services	85,596	153,174	67,578	55.88%	85,596
310	Landscaping & Grounds	1,455,214	2,140,444	685,230	67.99%	1,455,214
010	Recreation Administration	287,594	435,598	148,004	66.02%	
415	Children's Wonderland	110,678	113,439	2,761	97.57%	
430	Break Camp	96,209	140,620	44,411	68.42%	
450	Vallejo Community Center	103,913	197,006	93,093	52.75%	
451	Foley Cultural Center	169,246	282,717	113,471	59.86%	
460	Sports	152,629	183,378	30,749	83.23%	
465	Community Events	24,587	124,160	99,573	19.80%	
480	ExLP	393,867	564,884	171,017	69.73%	
481	After School Programs	206,069	418,046	211,977	49.29%	
486	Teen Services	1,146	15,787	14,641	7.26%	
490	Therapeutic Recreation	937	8,367	7,430	11.20%	
720	North Vallejo Community Center	48,768	108,027	59,259	45.14%	
721	South Vallejo Community Center	73,562	185,356	111,794	39.69%	
730	Cunningham Pool	760,701	879,310	118,609	86.51%	2,429,908
	Deferred Maintenance	830,884	2,910,000	2,079,116	28.55%	830,884
	Contingency Reserve	0	22,826	22,826	0.00%	
	Retiree Medical Benefit - OPEB	0	0	0		
<b>Total Expenditures</b>		<b>7,931,622</b>	<b>12,773,265</b>	<b>4,841,643</b>	<b>62.10%</b>	<b>7,931,622</b>
<b>Net Revenues Over (Expenditures)</b>		<b>1,695,048</b>	<b>(3,101,400)</b>	<b>(4,796,448)</b>		<b>1,695,048</b>

**Greater Vallejo Recreation District  
Financial Report Year-to-Date  
as of May 31, 2022  
Measure K**

<u>Revenue</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration	2,095,315	2,102,787	7,472	99.64%
<b>Total Revenues</b>	<b>2,095,315</b>	<b>2,102,787</b>	<b>7,472</b>	<b>99.64%</b>
<u>Expenses</u>	<u>Actual Yr to Date</u>	<u>Annual Budget</u>	<u>Amount Remaining</u>	<u>Percent</u>
Administration & General Support	39,569	101,000	61,431	39.18%
Facilities	788,995	843,520	54,525	93.54%
Landscaping & Grounds	452,040	685,852	233,812	65.91%
Recreation	538,131	706,668	168,537	76.15%
Deferred Maintenance	192,817	752,000	559,183	0.00%
<b>Total Expenditures</b>	<b>2,011,552</b>	<b>3,089,040</b>	<b>1,077,488</b>	<b>65.12%</b>
<b>Net Revenues Over (Expenditures)</b>	<b>83,763</b>	<b>(986,253)</b>	<b>(1,070,016)</b>	

Greater Vallejo Recreation District  
 Financial Report Year-to-Date  
 7/2021-5/2022  
 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	2,095,315	2,102,787	7,472	99.64%	
007	Human Resources	0	0	0		
100	Finance	0	0	0		2,095,315
200	Planning & Development	0	0	0		
300	Facilities	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	Vallejo Community Center	0	0	0		
451	Foley Cultural Center	0	0	0		
460	Sports	0	0	0		
465	Community Events	0	0	0		
480	ExLP	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	0	0	0		
490	Therapeutic Recreation	0	0	0		
720	North Vallejo Community Center	0	0	0		
721	South Vallejo Community Center	0	0	0		
730	Cunningham Pool	0	0	0		

<b>Total Revenues</b>	<b>2,095,315</b>	<b>2,102,787</b>	<b>7,472</b>	<b>99.64%</b>	<b>2,095,315</b>
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<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	37,069	99,000	61,931	37.44%	
007	Human Resources	0	0	0		
100	Finance	2,500	2,000	(500)	125.00%	39,569
200	Planning & Development	0	0	0		
300	Facilities	788,995	843,520	54,525	93.54%	788,995
301	Visitor Services	0	0	0		
310	Landscaping & Grounds	452,040	685,852	233,812	65.91%	452,040
010	Recreation Administration	3,656	13,350	9,694		
415	Children's Wonderland	60,856	83,537	22,681	72.85%	
430	Break Camp	0	0	0		
450	Vallejo Community Center	10,989	13,762	2,773	79.85%	
451	Foley Cultural Center	39,052	61,840	22,788	63.15%	
460	Sports	19,342	64,197	44,855	30.13%	
465	Community Services	2,472	43,926	41,454	5.63%	
480	ExLP	0	0	0		
481	After School Programs	0	0	0		
486	Teen Services	140	4,718	4,578	2.96%	
490	Therapeutic Recreation	88	2,784	2,696	3.17%	
720	North Vallejo Community Center	8,963	10,200	1,237	87.88%	
721	South Vallejo Community Center	12,168	20,640	8,472	58.96%	
730	Cunningham Pool	380,405	387,714	7,309	98.11%	538,131
	Deferred Maintenance	192,817	752,000	559,183	25.64%	192,817
	Contingency Reserve	0				
	Retiree Medical Benefit - OPEB	0				

<b>Total Expenditures</b>	<b>2,011,553</b>	<b>3,089,040</b>	<b>1,077,487</b>	<b>65.12%</b>	<b>2,011,553</b>
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<b>Net Revenues Over (Expenditures)</b>	<b>83,762</b>	<b>(986,253)</b>	<b>(1,070,015)</b>		<b>83,762</b>
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**Greater Vallejo Recreation District**  
 Revenue and Expense Variance Report  
 May, 2022

	For May Only				Cumulative through May				Adopted Budget	Projected at Year End	Variance	Projected at Year End with Anomaly	Notes
	Anticipated		Actual		Anticipated		Actual						
	%	\$	Actual	Over/(Under)	%	\$	Actual	Over/(Under)					
<b>REVENUES</b>													
Taxes	0.0%	\$0	\$0	\$0	96.3%	\$7,207,665	\$7,497,712	\$290,047	\$7,483,812	\$7,784,972	\$301,160	\$7,784,972	
Administration	9.8%	\$43,700	\$8,468	(\$35,232)	77.1%	\$344,375	\$104,949	(\$239,426)	\$446,842	\$136,176	(\$310,666)	\$730,535	1
Parks & Facilities Maint.	7.0%	\$14,200	\$26,194	\$11,994	73.6%	\$149,742	\$232,584	\$82,842	\$203,400	\$315,927	\$112,527	\$365,927	2
Recreation	8.5%	\$131,100	\$181,345	\$50,245	85.5%	\$1,315,425	\$1,147,067	(\$168,358)	\$1,537,811	\$1,340,990	(\$196,821)	\$1,340,990	3
Capital Improvements									\$3,151,400				
<b>Total Revenues</b>		\$189,000	\$216,007	\$27,007		\$9,017,207	\$8,982,312	(\$34,895)	\$12,823,265	\$9,578,065	(\$3,245,200)	\$10,222,424	
<b>EXPENSES</b>													
Administration	7.5%	\$176,200	\$129,970	(\$46,230)	89.2%	\$2,085,096	\$1,749,559	(\$335,537)	\$2,338,116	\$1,961,863	(\$376,253)	\$1,961,863	
Parks & Facilities Maint.	10.9%	\$420,400	\$210,086	(\$210,314)	85.2%	\$3,277,421	\$2,921,270	(\$356,151)	\$3,845,628	\$3,427,731	(\$417,897)	\$3,427,731	
Recreation Programs	8.4%	\$306,500	\$235,251	(\$71,249)	88.0%	\$3,218,192	\$2,429,906	(\$788,286)	\$3,656,695	\$2,760,999	(\$895,696)	\$2,760,999	
Capital Improvements			\$281,473		91.6%	\$2,666,433	\$830,884	(\$1,835,549)	\$2,910,000	\$1,400,000	(\$1,510,000)	\$1,400,000	3
Contingency Reserve									\$22,826				3
Retiree Benefit-OPEB									\$50,000				3
<b>Total Expenses</b>		\$903,100	\$856,780	(\$327,793)		\$8,580,708	\$7,931,619	(\$1,479,973)	\$12,823,265	\$9,550,593	(\$3,272,672)	\$9,550,593	

Change in Fund Balance      \$0      \$27,471      \$27,471      \$671,830

**Note 1:** The revenue percentage anticipated through April for Administration is 67.3%. In January, we received a one-time payment of \$594,359 in COVID-19 Fiscal Relief funding from the state. To avoid this amount skewing the percentages for the entire year, it has been deducted from the actual YTD total. It has been replaced without a formula in the column labeled "Projected at Year End with Anomaly."

Administration Revenue Cumulative through April

Actual	\$699,308
Anomaly	\$594,359 COVID-19 Fiscal Relief
Actual less Anomaly	\$104,949

**Note 2:** The revenue percentage anticipated through April for Parks & Facilities Maint. is 66.6%. Facilities received a one-time payment of \$50,000 from the Participatory Budget in March. To avoid this amount skewing the percentages for the entire year, it has been deducted from the actual year to date total. It has been replaced without a formula in the column labeled "Projected at Year End with Anomaly."

Maintenance Revenue Cumulative through April

Actual	\$282,584
Anomaly	\$50,000 Participatory Budget payment
Actual less Anomaly	\$232,584

**Note 3:** Budget amounts for Capital Improvements, Contingency Reserve, and Retiree Benefit-OPEB were not included in the creation of this worksheet, and, as such, are not included in the calculation of the variances. They are included here in order to represent the balanced budget.

## BR Bank Register Report

### Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
67259	05/02/2022	Bayshore Materials	\$127.88
67260	05/02/2022	Bert Williams & Sons Inc	\$115.29
67261	05/02/2022	General Plumbing Supply Co	\$432.37
67262	05/02/2022	Grainger	\$139.80
67263	05/02/2022	Morgan Alarm Co., Inc	\$1,253.80
67264	05/02/2022	O'Connor Lumber	\$0.00
67265	05/02/2022	O'Connor Lumber	\$673.88
67266	05/02/2022	Dell Marketing L.P.	\$5,035.76
67267	05/02/2022	All Star Rents	\$2,024.82
67268	05/02/2022	ABC Napa Valley Sewer & Drain	\$1,150.00
67269	05/02/2022	All Partitions & Parts	\$4,439.04
67270	05/02/2022	Ask Ergo Works	\$275.00
67271	05/02/2022	B & G Tires Of Vallejo	\$20.00
67272	05/02/2022	AT&T	\$84.73
67273	05/02/2022	Clark Pest Control	\$270.00
67274	05/02/2022	Angelito Or Loana Claudio	\$924.00
67275	05/02/2022	Clean America Janitorial LLC	\$3,600.00
67276	05/02/2022	Clifton Larson Allen LLP	\$866.25
67277	05/02/2022	Comcast	\$535.06
67278	05/02/2022	Commercial Pool Systems, Inc	\$3,956.28
67279	05/02/2022	EDCO Transmission	\$275.22
67280	05/02/2022	Thad Jen0 Enrile	\$30.00
67281	05/02/2022	Ewing Irrigation Products, Inc.	\$178.57
67282	05/02/2022	FASTSIGNS-American Canyon	\$134.36
67283	05/02/2022	Favaro, Lavezzo, Gill, Caretti & Heppe	\$3,665.00
67284	05/02/2022	Fun Express, LLC	\$145.91
67285	05/02/2022	Ashley Garcia	\$100.00
67286	05/02/2022	Garton Tractor Inc	\$2,157.28
67287	05/02/2022	George's Towing Co.	\$278.30
67288	05/02/2022	Georgia House Graphics	\$1,300.00
67289	05/02/2022	Amanda Granizo	\$50.00
67290	05/02/2022	Jack & Jill	\$248.00
67291	05/02/2022	Gabe Lanusse	\$74.76
67292	05/02/2022	Markstaar.com	\$3,828.45
67293	05/02/2022	Erica Matto	\$50.00
67294	05/02/2022	Jeunesse Monroe Speed	\$50.00
67295	05/02/2022	Ian Morford	\$30.00
67296	05/02/2022	Municipal Resource Group, LLC	\$2,697.00
67297	05/02/2022	National Academy Of Athletes	\$4,425.60
67298	05/02/2022	Adabel Padilla	\$50.00
67299	05/02/2022	Marvin J. Paull, Actuarial Consulting	\$2,697.00
67300	05/02/2022	Recology Vallejo	\$750.00
67301	05/02/2022	Amelia Reichner	\$50.00
67302	05/02/2022	Reyff Electric Inc	\$4,250.00
67303	05/02/2022	Ring Central Inc.	\$874.29
67304	05/02/2022	Jacob Roberts	\$30.00
67305	05/02/2022	Leah Rooney	\$50.00
67306	05/02/2022	Madalena Sarmiento	\$230.00
67307	05/02/2022	Gregory Sessler	\$5,500.00
67308	05/02/2022	Lucila Silva	\$750.00
67309	05/02/2022	Courteny L. Stafford	\$50.00
67310	05/02/2022	Sara Steege	\$750.00
67311	05/02/2022	The Office City	\$14.76
67312	05/02/2022	Turf Star, Inc.	\$1,350.76
67313	05/02/2022	Uline Shipping Supplies	\$811.02
67314	05/02/2022	Veritiv Operating Company	\$1,012.48

## BR Bank Register Report

### Greater Vallejo Recreation District (0GVRD)

Page 2

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
67315	05/02/2022	Bryele Wallace	\$30.00
67316	05/03/2022	P G & E	\$7,354.32
67317	05/04/2022	Randy Nicks	\$283.00
67318	05/04/2022	Bohnet Engraving & Awards	\$21.30
67319	05/04/2022	Bert Williams & Sons Inc	\$128.00
67320	05/04/2022	C.P.R.S.	\$150.00
67321	05/04/2022	General Plumbing Supply Co	\$1,143.70
67322	05/04/2022	Grainger	\$252.73
67323	05/04/2022	O'Connor Lumber	\$146.25
67324	05/04/2022	Pace Supply Co.	\$632.73
67325	05/04/2022	Tri-City Fence	\$2,717.30
67326	05/04/2022	Ryan Allen	\$73.43
67327	05/04/2022	Marika Bogiantzis	\$25.52
67328	05/04/2022	Mike Brown Electric Co.	\$5,700.00
67329	05/04/2022	Commercial Pool Systems, Inc	\$472.20
67330	05/04/2022	Complete Welders Supply	\$22.09
67331	05/04/2022	Jack & Jill	\$234.00
67332	05/04/2022	Jacks & Racks	\$2,422.44
67333	05/04/2022	Stephanie Jones	\$50.00
67334	05/04/2022	Charisse T. Lising	\$55.00
67335	05/04/2022	Platt Electric Supply	\$526.05
67336	05/04/2022	Vallejo Rotary Club	\$250.00
67337	05/04/2022	Orlando Wynn	\$3,600.00
67338	05/05/2022	Dayna Asbury	\$76.05
67339	05/05/2022	Gabe Lanusse	\$574.04
67341	05/06/2022	SEIU LOCAL #1021	\$304.24
67342	05/06/2022	Franchise Tax Board	\$100.00
67343	05/06/2022	Franchise Tax Board	\$79.75
67344	05/06/2022	Franchise Tax Board	\$437.67
67340	05/10/2022	Francean Kennedy	\$500.00
67345	05/12/2022	Bay Area Barricade Service	\$1,022.90
67346	05/12/2022	O'Connor Lumber	\$206.53
67347	05/12/2022	P G & E	\$6,322.99
67348	05/12/2022	Angelina Allen	\$50.00
67349	05/12/2022	American Red Cross	\$270.00
67350	05/12/2022	B & G Tires Of Vallejo	\$605.61
67351	05/12/2022	Asia Barfield	\$175.00
67352	05/12/2022	Bay Area Driving School	\$54.60
67353	05/12/2022	Constance Boulware	\$480.00
67354	05/12/2022	Break It Down Soul Line Dance	\$147.00
67355	05/12/2022	Brightly Software, Inc.	\$26,428.10
67356	05/12/2022	BrightView Landscape Services, Inc.	\$2,143.47
67357	05/12/2022	AT&T	\$135.50
67358	05/12/2022	Helen Casas	\$50.00
67359	05/12/2022	Clifton Larson Allen LLP	\$5,977.13
67360	05/12/2022	Commercial Energy Of Montana	\$9,094.44
67361	05/12/2022	Commercial Pool Systems, Inc	\$483.25
67362	05/12/2022	Crown Hill Materials	\$122.32
67363	05/12/2022	Rakyisha Galbraith	\$115.00
67364	05/12/2022	Uma Gish	\$25.00
67365	05/12/2022	Philip Graham Jr	\$210.00
67366	05/12/2022	GreatAmerica Financial Services	\$1,986.61
67367	05/12/2022	Abigail Hernandez	\$133.88
67368	05/12/2022	Karen Houston	\$507.00
67369	05/12/2022	Jasmine Jordan	\$790.50
67370	05/12/2022	Mallory Kopple	\$50.00

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

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
67371	05/12/2022	Leticia Lawrence	\$65.00
67372	05/12/2022	Derrick Leonard	\$84.00
67373	05/12/2022	Lincoln Aquatics	\$334.52
67374	05/12/2022	Renee Livesey	\$110.00
67375	05/12/2022	Steven Logoteta	\$60.00
67376	05/12/2022	Virlynda Luciano	\$129.00
67377	05/12/2022	Lorna Mandap	\$273.70
67378	05/12/2022	MUN CPA's	\$15,000.00
67379	05/12/2022	Julie Myers	\$99.31
67380	05/12/2022	Jagdeesh Nagal	\$40.00
67381	05/12/2022	Karina Ochoa-Daza	\$134.00
67382	05/12/2022	R & D Termite And Pest Control	\$200.00
67383	05/12/2022	Rhinos Roofing Company	\$25,762.50
67384	05/12/2022	Theodore Rocha	\$328.80
67385	05/12/2022	Percy Scott	\$150.00
67386	05/12/2022	Amanda Simmons	\$50.00
67387	05/12/2022	Carly Smith	\$50.00
67388	05/12/2022	Lakeshia Smith-Powell	\$50.00
67389	05/12/2022	Streamline	\$300.00
67390	05/12/2022	Dianna Texiera	\$230.00
67391	05/12/2022	Brain Thyron	\$30.00
67392	05/12/2022	Frankie Valentine-Flores	\$442.80
67393	05/12/2022	Verdin	\$1,426.00
67394	05/12/2022	Verizon Wireless	\$1,758.08
67395	05/12/2022	Fernanda Zelie	\$88.50
67396	05/16/2022	Anthony Aldrich	\$50.00
67397	05/16/2022	Kim Amaya	\$50.00
67398	05/16/2022	Julliene Bondoc	\$50.00
67399	05/16/2022	Sarena Brumfield	\$50.00
67400	05/16/2022	Eric Cisneros	\$152.00
67401	05/16/2022	Sheri De La Cruz	\$135.00
67402	05/16/2022	Celeste Encarnacion	\$50.00
67403	05/16/2022	Katrina Felker	\$160.00
67404	05/16/2022	Aurlia Goins	\$50.00
67405	05/16/2022	Angie Harkins	\$50.00
67406	05/16/2022	Maya Hunter	\$30.00
67407	05/16/2022	Jacquelyn Hurst	\$50.00
67408	05/16/2022	Yesenia Jimenez	\$50.00
67409	05/16/2022	Aubree Kitchen	\$50.00
67410	05/16/2022	Gabe Lanusse	\$574.04
67411	05/16/2022	Tark Lazo	\$50.00
67412	05/16/2022	Noelle McBride	\$50.00
67413	05/16/2022	Melissa Penny	\$50.00
67414	05/16/2022	Dorothy Gail Ramos	\$50.00
67415	05/16/2022	Sabrina Sheats	\$50.00
67416	05/16/2022	Parul Singh	\$50.00
67417	05/16/2022	Reneisha Turner	\$50.00
67418	05/16/2022	Kasey Waggener	\$50.00
67419	05/16/2022	Jordan Walmsley	\$100.00
67420	05/17/2022	Bayshore Materials	\$202.88
67421	05/17/2022	Bohnet Engraving & Awards	\$6.83
67422	05/17/2022	Express Shirt Printing	\$48.77
67423	05/17/2022	O'Connor Lumber	\$873.45
67424	05/17/2022	P G & E	\$29.97
67425	05/17/2022	R & S Erection Of Vallejo, Inc	\$3,571.00
67426	05/17/2022	VALLEJO GLASS COMPANY	\$8,854.84



## BR Bank Register Report

### Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
67427	05/17/2022	ACK Engineering & Surveying	\$350.00
67428	05/17/2022	Action Broadcasting Services	\$255.00
67429	05/17/2022	BrightView Landscape Services, Inc.	\$836.00
67430	05/17/2022	AT&T	\$84.93
67431	05/17/2022	Comcast	\$258.08
67432	05/17/2022	Construction West	\$77,204.60
67433	05/17/2022	Scarlet Estrada	\$50.00
67434	05/17/2022	Glen Cove Communtiy Association	\$40.00
67435	05/17/2022	Jack & Jill	\$272.00
67436	05/17/2022	Lift Off, LLC	\$40.00
67437	05/17/2022	M & M Sanitary LLC	\$299.65
67438	05/17/2022	Calvin McCullough Jr.	\$2,178.60
67439	05/17/2022	Montage Enterprises, Inc	\$595.19
67440	05/17/2022	Oden & Doucette, Inc.	\$2,100.00
67441	05/17/2022	Quench USA, Inc.	\$173.92
67442	05/17/2022	Taylor Rankins	\$272.00
67443	05/17/2022	Marisa Schulman	\$100.00
67444	05/17/2022	Tru Green	\$961.25
67445	05/17/2022	Turf Star, Inc.	\$675.91
67446	05/17/2022	Vallejo Rotary Club	\$420.00
67447	05/19/2022	US Bank Corporate Payment System	\$29,030.18
67448	05/19/2022	Antony Ryans	\$700.00
67450	05/20/2022	SEIU LOCAL #1021	\$304.24
67451	05/20/2022	Franchise Tax Board	\$175.66
67452	05/20/2022	Franchise Tax Board	\$8.11
67449	05/23/2022	Solano Resource Conservation Distric	\$41,175.01
67453	05/26/2022	Bert Williams & Sons Inc	\$285.88
67454	05/26/2022	Morgan Alarm Co., Inc	\$750.75
67455	05/26/2022	O'Connor Lumber	\$212.10
67456	05/26/2022	State Of California	\$224.00
67457	05/26/2022	Syar Industries, Inc.	\$83.20
67458	05/26/2022	All Star Rents	\$2,024.82
67459	05/26/2022	Alhambra	\$11.00
67460	05/26/2022	Saturnina Apostol	\$50.00
67461	05/26/2022	Clark Pest Control	\$135.00
67462	05/26/2022	Comcast	\$86.57
67463	05/26/2022	Commercial Pool Systems, Inc	\$575.37
67464	05/26/2022	Malayah Despanie	\$50.00
67465	05/26/2022	Favaro, Lavezzo, Gill, Caretti & Heppe	\$5,162.50
67466	05/26/2022	Eileen Freeman	\$170.00
67467	05/26/2022	Loribelle Galarpe	\$300.00
67468	05/26/2022	Shauna Hardeman	\$700.00
67469	05/26/2022	Jack & Jill	\$346.00
67470	05/26/2022	Karen Jones	\$50.00
67471	05/26/2022	Sonya Jones	\$160.00
67472	05/26/2022	Kaiser Permanente-OHSS	\$130.00
67473	05/26/2022	Tyler LaMonda	\$50.00
67474	05/26/2022	Renee Livesey	\$50.00
67475	05/26/2022	Julie Myers	\$77.56
67476	05/26/2022	Marvin J. Paull, Actuarial Consulting	\$1,991.00
67477	05/26/2022	Jacqueline Peregrina	\$125.00
67478	05/26/2022	Chelsea Reynolds	\$50.00
67479	05/26/2022	Gary Salvadori	\$50.00
67482	05/26/2022	The Office City	\$0.00
67483	05/26/2022	The Office City	\$136.22
67484	05/26/2022	The Office City	\$136.22

# BR Bank Register Report

## Greater Vallejo Recreation District (0GVRD)

Bank Code: GEN

Document Number	Date	Payee Name / Description	Amount
67485	05/27/2022	P G & E	\$11,529.67
67486	05/27/2022	Owen Balter	\$30.00
67487	05/27/2022	Guadalupe Castaneda	\$30.00
67488	05/27/2022	Angelito Or Loana Claudio	\$1,190.00
67489	05/27/2022	Lindsey Collins	\$185.00
67490	05/27/2022	Adeline Fleeeger	\$71.00
67491	05/27/2022	Kay Cady-Johnson	\$6,398.00
67492	05/27/2022	Marian McDowell	\$50.00
67493	05/27/2022	Julie Myers	\$50.00
67494	05/27/2022	Tomomi Tsukioka	\$75.00
67495	05/27/2022	Laura Bowers	\$153.53
67496	05/27/2022	Eileen Brown	\$283.00
67497	05/27/2022	Deberah Carey	\$153.53
67498	05/27/2022	Kerry Carmody	\$153.53
67499	05/27/2022	Richard Conzelman	\$724.26
67500	05/27/2022	Jose Famalette	\$153.53
67501	05/27/2022	Patricia Gloyd	\$153.53
67502	05/27/2022	Cynthia Hewitt	\$214.63
67503	05/27/2022	Jerome Lohr	\$341.59
67504	05/27/2022	Prisco Manglona	\$153.53
67505	05/27/2022	Roger Maryatt	\$153.53
67506	05/27/2022	Jeremias Morgado	\$153.53
67507	05/27/2022	Sidney Nickolas	\$153.53
67508	05/27/2022	Randy Nicks	\$283.00
67509	05/27/2022	Nancy Ortiz	\$153.53
67510	05/27/2022	Steve Pressley	\$153.53
67511	05/27/2022	Francis Radziewicz	\$153.53
67512	05/27/2022	Joan Russell	\$153.53
67513	05/27/2022	Anita Sailas	\$215.10
67514	05/27/2022	Barbara Schmidt	\$283.00
67515	05/27/2022	Audrey Tucker	\$153.53
67516	05/27/2022	Adeline Varni	\$153.53
67517	05/31/2022	Andrea Mendoza	\$82.36
<b>Bank Totals</b>			<b>\$410,008.17</b>

**Report Selection Criteria**

<b>Bank Account:</b>	Start GEN	End GEN
<b>Date Range:</b>	Custom	
<b>Item Date:</b>	05/01/2022	05/31/2022
<b>Document Number:</b>	Start	End
<b>Payee:</b>	Start	End

**Report Type:** Single Line  
**Sort Items By:** Date  
**Includes Items posted from these source modules:** AP  
**Includes Items with status:** Outstanding Cleared Voided  
**Includes Items of the Activity Type:** Check  
**Includes Activity Notes:** No  
**Includes Bank Notes:** No



## Agenda 9-A

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### BOARD COMMUNICATION

Date: June 9, 2022

TO: Board Chairperson and Directors  
FROM: Gary Heppell, District Legal Counsel  
SUBJECT: Board Member compensation – Policy 4030

### BACKGROUND AND DISCUSSION

Members of the Board have expressed a desire to revisit and amend GVRD Policy No. 4030 concerning members' compensation for attending "meetings."

As the Board discusses changing Policy No. 4030 regarding directors' compensation, several things should be kept in mind. First, there are statutory limits to such compensation, apart from GVRD's Policy. Second, those limits apply to both the number of meetings that may be compensated and to the total amount of compensation allowable. Third, the relevant statutes allow for some flexibility. Fourth, the definition of "meeting" is left to the individual districts.

#### 1. Number of meetings and amount of compensation per meeting

As you know, **GVRD Policy No. 4030** provides as follows:

*Members of the Board of Directors shall receive "Director's Compensation" in an amount not to exceed one hundred dollars (\$100) per day for attendance at a meeting of the Board. A meeting of the Board includes, but is not limited to, closed sessions, Board field trips, District public meetings, and Board committee meetings. The maximum compensation allowable to a Director on any given day shall be one hundred dollars (\$100) and no more than five hundred dollars (\$500) in any one calendar month.*

Note the limit of \$100 is expressed as both a *per day* limit, and a *per meeting* limit.

The **Public Resources Code** sets the same limit on per-meeting compensation for board members of Recreation and Park Districts, but allows for an increase. It also allows for board members to be compensated for up to six meetings per month.

**Section 5784.15** provides in part as follows:

*(a) The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (\$100) for attending each meeting of the board. The board of directors, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation received for attending meetings of the board.*

*(b) Board members shall not receive compensation for more than six meetings of the board in a calendar month...*

\*\*\*\*

*(e) For the purposes of this section, a meeting of the board of directors includes, but is not limited to, regular meetings, special meetings, closed sessions, emergency meetings, board field trips, district public hearings, or meetings of a committee of the board.*

GVRD's policies are ultimately subject to the Public Resources Code. **Section 5784.15**, quoted above, allows the board to vote to pay more than \$100 per meeting, and allows compensation for up to six meetings per month. The GVRD Board could amend Policy 4030 in a manner consistent with PRC section 5784.15.

(Note that section 5784.15 says any increase shall be by *ordinance*. GVRD doesn't have ordinances. In our case I believe a resolution to change Policy No. 4030 would be sufficient.)

As you can see, we are referred to the **California Water Code** for the method for changing the *amount* of compensation. **Water Code section 20201** reads in part as follows:

*Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with **Section 20202**, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.*

**Water Code section 20202** provides as follows:

*In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance*

*is adopted.*

*No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.*

This is confusing. In the above-quoted sections of the Water Code, the Legislature seems to have allowed for increased *daily* compensation (if board members are paid per day and not per meeting), but not increased *per-meeting* compensation. As we have seen, however, **Public Resources Code section 5784.15**, quoted above, talks about *per-meeting* compensation:

*The board of directors, by ordinance ..., may increase the amount of compensation received for attending meetings of the board.*

I believe that where there is a “conflict” between the provisions of the Public Resources Code and provisions of the Water Code, the Public Resources Code should prevail. The PRC applies directly to Park and Recreation Districts whereas the Water Code applies only by reference. The PRC deals with compensation per meeting and not per day.

As we have seen, the **Public Resources Code** also sets a limit on how many meetings in one month directors can be compensated for attending. **Section 5784.15, subd. (b)**, provides that if the board wishes to allow compensation for more than five meetings per month it must annually adopt a special policy:

*(b) Board members shall not receive compensation for more than six meetings of the board in a calendar month. The board of directors shall, commencing January 1, 2019, if the district compensates its members for more than five meetings in a calendar month, annually adopt a written policy, based on a finding supported by substantial evidence, why more than five meetings per month are necessary for the effective operation of the district.*

I therefore conclude that:

1. Board members may only be compensated for attending a maximum of six meetings per month. In order to allow for that compensation the board would have to amend Policy 4030.
2. If the board wishes to compensate for six meetings per month it must adopt findings and a special policy.
3. The Board may vote to increase the amount of per-meeting compensation above \$100. Any such increase would be limited to 5% per year. Again, Policy 4030 would have to be amended.

## **2. What is a meeting?**

**Policy No. 4030** says, “A meeting of the Board includes, but is not limited to, closed sessions, Board field trips, District public meetings, and Board committee meetings.” **Public Resources Code section 5784.15** says nearly the same thing: “For the purposes of this section, a meeting of the board of directors includes, but is not limited to, regular meetings, special meetings, closed sessions, emergency meetings, board field trips, district public hearings, or meetings of a committee of the board.” Both use the phrase, “includes, but is not limited to.”

The board needs to discuss and decide what should, and what should not, be considered a compensable meeting.

### RECOMMENDATION

Discuss possible amendments to Policy No. 4030 so that the Policy specifies the board member activities that will qualify as a compensable “meeting.” There should be no ambiguity or room for differing interpretations among board members and staff. The Policy can also be amended to raise the amount of per-meeting compensation, within the limits prescribed by state statutes. If the discussion results in a consensus or a clear majority, staff can present a proposed resolution (first reading of a new policy) at the June 23 board meeting.

### ALTERNATIVES CONSIDERED

The Board could decide to leave Policy 4030 as-is and invite continued differences of opinion.

### COST

The cost to the district will depend on the number of monthly meetings that are compensated, and the rate of per-meeting compensation.

### 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

Discuss amending Policy No. 4030 to specify the board member activities that will qualify as a compensable “meeting.” Further, discuss amending Policy No. 4030 to

adjust the per-meeting compensation if the Board so desires.

DOCUMENTS AVAILABLE FOR REVIEW

Text of Public Resources Code section 5784.15

Text of Water Code section 20201

Text of Water Code section 20202

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# Greater Vallejo Recreation District

## **POLICY MANUAL**

**POLICY TITLE:** Remuneration and Reimbursement  
**POLICY NUMBER:** 4030

Members of the Board of Directors shall receive "Director's Compensation" in an amount not to exceed one hundred dollars (\$100) per day for attendance at a meeting of the Board. A meeting of the Board includes, but is not limited to, closed sessions, Board field trips, District public meetings, and Board committee meetings. The maximum compensation allowable to a Director on any given day shall be one hundred dollars (\$100) and no more than five hundred dollars (\$500) in any one calendar month.

Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official business of the Board when so authorized in accordance with Policy #4090. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of the vehicle usage.



## Cal Pub Resources Code § 5784.15

Deering's California Codes are current through Chapter 16 of the 2022 Regular Session.

*Deering's California Codes Annotated* > **PUBLIC RESOURCES CODE (§§ 1 — 80173)** > *Division 5 Parks and Monuments (Chs. 1 — 13)* > *Chapter 4 Recreation and Park Districts (Arts. 1 — 14)* > *Article 5 Boards of Directors and Officers (§§ 5784 — 5784.40)*

### § 5784.15. Compensation

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- (a) The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (\$100) for attending each meeting of the board. The board of directors, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation received for attending meetings of the board.
- (b) Board members shall not receive compensation for more than six meetings of the board in a calendar month. The board of directors shall, commencing January 1, 2019, if the district compensates its members for more than five meetings in a calendar month, annually adopt a written policy, based on a finding supported by substantial evidence, why more than five meetings per month are necessary for the effective operation of the district.
- (c) In addition, members of the board of directors may receive their actual and necessary traveling and incidental expenses incurred while on official business.
- (d) A member of the board of directors may waive the compensation.
- (e) For the purposes of this section, a meeting of the board of directors includes, but is not limited to, regular meetings, special meetings, closed sessions, emergency meetings, board field trips, district public hearings, or meetings of a committee of the board.
- (f) For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.
- (g) Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3 of the Government Code.

### History

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Added Stats 2001 ch 15 § 4 (SB 707). Amended Stats 2005 ch 700 § 20 (AB 1234), effective January 1, 2006; Stats 2018 ch 170 § 5 (AB 2329), effective January 1, 2019.

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## Cal Wat Code § 20201

Deering's California Codes are current through Chapter 16 of the 2022 Regular Session.

*Deering's California Codes Annotated* > *WATER CODE (§§ 1 — 150010)* > *Division 10 Financial Supervision of Districts (Chs. 1 — 3)* > *Chapter 2 Compensation of Water District Directors (§§ 20200 — 20207)*

### **§ 20201. Authorization to provide and to increase compensation**

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Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

### **History**

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Added Stats 1984 ch 186 § 1. Amended Stats 1988 ch 397 § 1; Stats 2005 ch 700 § 27 (AB 1234), effective January 1, 2006.

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## Cal Wat Code § 20202

Deering's California Codes are current through Chapter 16 of the 2022 Regular Session.

*Deering's California Codes Annotated > WATER CODE (§§ 1 — 150010) > Division 10 Financial Supervision of Districts (Chs. 1 — 3) > Chapter 2 Compensation of Water District Directors (§§ 20200 — 20207)*

### **§ 20202. Yearly ceiling on compensation increase; Limitation on number of compensable days**

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In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

### **History**

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Added Stats 1984 ch 186 § 1. Amended Stats 1988 ch 397 § 2; Stats 1989 ch 111 § 1.

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# Recreation Department Board Report

6/9/2022

## Activity Guide:

- N/A

## Aquatics:

- May 30<sup>th</sup>-June 3<sup>rd</sup> was the last week of Spring Swim Lessons. The majority of our Swim Lesson classes are full for the entire 8-week spring season.
- The Free Kids Day hosted on Saturday, May 28<sup>th</sup> was a success. Just around 75 children attended the event. They all enjoyed swimming in the Olympic and small pool, playing in a jump house, and joining in on a log rolling competition. The kids also competed in a swimming race and a dance party. Staff will debrief about the event and discuss successes vs. challenges.
- The departments summer programs are filling up quickly! The Davey Jones Aquatic Camp and Private Swim Lessons are completely full for the entire summer. The Guardstart camp is almost full. Group swim lessons are seeing popularity and are filling up more each day.

## Community Centers:

- The Maintenance Dept. installed a new back door to secure the exit at the Norman C. King South Vallejo Community Center.
- New Jiu Jitsu class for Ages 5-14 started on June 2<sup>nd</sup> at the North Vallejo Community Center with 5 participants.
- North and South Vallejo Community Centers will open on Tuesday, June 7<sup>th</sup> for Solano County election day.

## Children's Wonderland & Community Events:

- Summer Fun Days began Wednesday, June 1<sup>st</sup> and will be held every Wednesday from 11am-7pm through August 10<sup>th</sup>. Patrons will be able to

join in on the fun with coloring stations, arts and crafts, recreational activities, water games, sports, and NERF sessions.

- CW will celebrate the awesome Dad's on Sunday, June 19<sup>th</sup> where all dads will receive free access into the park (if non-residents) and a gift from GVRD (Best Dad Ever cup with GVRD logo).
- CW is in the process of hiring on an Assistant Coordinator to assist with birthday party reservations and daily operations of the park.
- Bands and Brews will take place on Friday, June 10<sup>th</sup> at Blue Rock Springs Park from 6:30-8:00pm. There will be a food truck, beer garden, live band, and GVRD giveaways for participants. Staff will be borrowing a stage from the City of Sausalito to use to the event all summer.
- We have received our order of GVRD Swag that we be handed out at all GVRD Community Events. SWAG selections: water bottles, slinkies, yo-yos, frisbees, stress balls, and bubbles.

### **Staffing:**

- Recreation Coordinator position posted on June 3<sup>rd</sup> and will be advertised for recruitment until June 17<sup>th</sup>.

### **Sports:**

- GVRD Free youth coed soccer program has 100 participants enrolled.
- Junior Giants has over 200 participants enrolled in the free program.
- Youth Sports contractual classes has 66 enrolled for the June session.

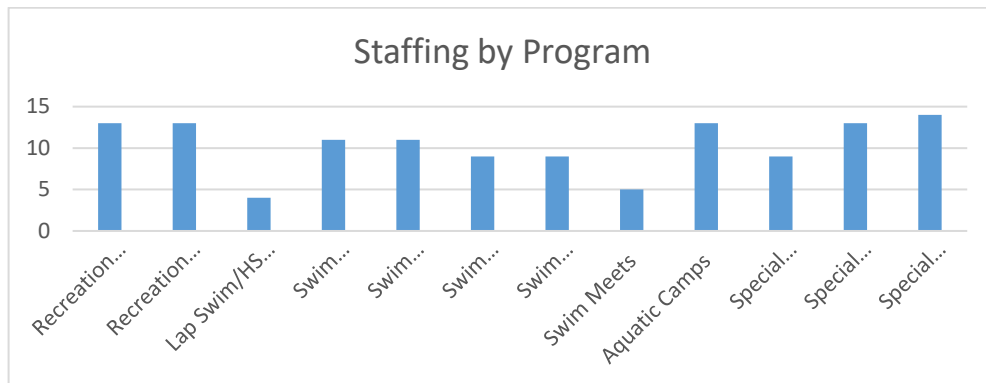
### **Youth Services:**

- Youth Dept. kicked off registration for summer camps. New locations are Foley Cultural Center and North Vallejo Community Center. FRESH Camp will be held at Children's Wonderland.
- New hires for the summer camps and VCUSD camps are completing the onboarding process.

- Youth Dept. is recruiting to fill 2 PT Assistant Coordinator positions. Matthew Tibi (Mr. T), PT Assistant Coordinator leaves GVRD after 3 years of service.
- Staff attended CPRS Surf n' Turf summer camp training on Saturday, June 4<sup>th</sup> at the Graham Aquatic Complex co-hosted by Vacaville.

## Staffing by Program at Aquatic Complex

	Total Staff	AC	Pool Specialist	Sr. Guard	Lifeguard
Recreation Swim - Day	13	1	1	3	8
Recreation Swim - Night	13	1	1	3	8
Lap Swim/HS Teams/VJO	4	1	1	1	1
Swim Lessons - AM	11	1	1	2	7
Swim Lessons - PM	11	1	1	2	7
Swim Lessons - Friday	9	1	1	2	5
Swim Lessons - Weekend	9	1	1	2	5
Swim Meets	5	1	1	1	2
Aquatic Camps	13	1	3	9	0
Special Events - Halloween	9	2	1	2	4
Special Events - Movie Night	13	1	1	3	8
Special Events - Free Kids Day	14	1	2	3	8



### Recreation Swim Begins:

1. Recreation Swim will begin on June 20th. This decision was made solely on the fact that we do not currently have the appropriate staffing levels to safely host a Recreation Swim.
2. Staff return home from college or finish High School between the dates of June 9th-15th.
3. All aquatic staff will take part in a training week June 13-June 17, from 9am-2pm.
  - Then available staff will operate the complex for VJO practice and Lap Swim from 4pm-7:30pm. The shifts will be 3:30pm-6pm and 5:45pm-8:15pm.

## **Recreation Swim Ends:**

1. Recreation Swim will end on August 13th. After this date, staff will return to college or high school. The majority of the aquatic staff are in high school and will not be available to work, requested by their parents.

2. The Department will not have the staff to operate a Recreation Swim in the middle of the day since school is in session from 8am-3pm.

3. The Department will not have the staff and/or pool space to operate a Recreation Swim at night.

- We have VJO using 9 lanes (4pm-7:30pm)
- Water Polo teams using 6 lanes(4-7:30pm)
- Swim Lessons using 4 lanes(4-7:30pm).
- There are 19 lanes total.
- During the school year, students can only work 20 hours, per week if on a work permit.

4. In the Fall, it gets cold later at night. Popularity for night recreation swim is noticeably less than the daytime recreation swim.

There may be a possibility to offer a limited recreation swim on Saturdays. This will be based on staff availability, which is unknown at this time. Staff will make their best effort to offer more Saturday recreation swim but cannot guarantee anything as of yet.





## **Finance Department Board Report**

06/09/22

### **Budget FY 22-23**

- Now that the FY 22-23 budget has been approved, we begin the process of creating the budget book. We will be requesting narratives and photos from staff. All charts and graphs will be updated. Our goal is to have the book completed by the end of July 2022.

### **End of FY 21-22**

- The end of the current fiscal year is upon us. We are working with staff to ensure all invoices and cash receipts are turned in and recorded in our system.

### **CalPERS Unfunded Accrued Liability (UAL) refinance**

- Papers are being signed for the refinance of our CalPERS Unfunded Accrued Liability refinance through Umpqua Bank which is scheduled to close on May 9<sup>th</sup>.

### **Finance Department Team**

- The finance department team is continuing to improve and update our skills. We have been implementing several suggestions from our auditors over this past fiscal year. We are also learning ways to provide cross training and internal controls wherever possible. Being a small department, we need to develop procedures to ensure that all internal control requirements are being met.



## Maintenance Department Board Report

6/9/22

### Parks and Facilities

- BRS Park
  - Staff will be working on getting the Park ready for the Bands & Brews event on June 10<sup>th</sup>.
- Richardson Corp Yard
  - Fence company is working on installing an automatic gate.
- Cunningham Pool
  - Roof Company will be installing a new roof on the 709 building.
- City Park
  - There was a community outreach event on Saturday June 4<sup>th</sup>.
- Weed Abatement
  - Staff continues working on a second mowing at Hanns Park.
- Lake Dalwigk
  - New electric panel was installed and energized by PG&E after the previous panel was damaged by a fallen tree branch.
- Wardlaw Skate Park
  - GVRD is partnering with the Philippine Cultural Committee and other organizations on a skateboard competition event.
- Staff Recruitment
  - We are recruiting for a Maintenance Specialist and Parks Lead Worker positions.

# BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
<b>395/401 Renovations</b>					
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	12/23/2022	9/1/2022	40%	<input type="checkbox"/>	Contractor continues working on the HR offices, installing the ceiling tiles and carpet.
<b>VCC Kitchen</b>					
Design Phase	1/1/2015	8/1/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	8/1/2019	8/1/2021	100%	<input checked="" type="checkbox"/>	
Engineer's cost estimate	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Proposed Board Approval	8/12/2022	11/18/2021	100%	<input checked="" type="checkbox"/>	
RFP	1/7/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
Build	4/18/2022	9/1/2022	30%	<input type="checkbox"/>	Contractor is working on the plumbing and electrical.
<b>Dan Foley Cultural Center Upgrades</b>					
Phase design	7/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	8/1/2021	6/30/2022	80%	<input type="checkbox"/>	We will receive the acoustic waffles this month; we will schedule the install with the contractor.
<b>Richardson Electrical Upgrade</b>					
Design Phase	3/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued	2/3/2022	2/11/2022	100%	<input checked="" type="checkbox"/>	
RFP	2/14/2022	3/31/2022	100%	<input checked="" type="checkbox"/>	

Build	6/1/2022	8/1/2022		<input type="radio"/>	Met with the contractor site and was given a tentative start date for this project in two weeks.
<b>Cunningham Pool ADA</b>					
Design Phase	11/1/2020	1/28/2022	95%	<input type="radio"/>	Had a meeting with the City staff; we were told that they will be helping us with the parking lot improvements. Plans were sent to the City; waiting for their response
Permit Issued	6/1/2022	6/30/2022		<input type="radio"/>	
RFP	7/1/2022	7/29/2022		<input type="radio"/>	
Build	8/1/2022	10/1/2022		<input type="radio"/>	
<b>Grant Mahony Park Lighting</b>					
Design/Assessment Phase	9/1/2021	2/28/2021	100%	<input checked="" type="checkbox"/>	
Permit Issued	2/1/2022	2/16/2022	100%	<input checked="" type="checkbox"/>	City issued the permit for the Park lighting.
RFP	4/1/2022	4/29/2022	100%	<input checked="" type="checkbox"/>	
Build	6/13/2022	8/1/2022		<input type="radio"/>	Waiting on the bonds from the contractor.
<b>PB Projects</b>					
Design Phase	1/1/2020	3/24/2020	100%	<input checked="" type="checkbox"/>	City postponed the projects on 2020 due to the pandemic.
RFP	5/2/2021	6/20/2021	100%	<input checked="" type="checkbox"/>	
Build	11/12/2021	6/30/2022	90%	<input type="radio"/>	These projects should be completed very soon.
<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"/>	
Build	10/6/2021	6/30/2022	90%	<input type="radio"/>	Staff installed the posts for the signs; waiting on the design for the course signage.
<b>Terrace Park Playground</b>					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	

Design/RFP	12/1/2021	6/30/2022	95%	<input type="radio"/>	Received the proposals and designs; waiting for one more design; staff will work on community outreach for the selection of the designs.
Build	8/1/2022	8/31/2022	0%	<input type="radio"/>	



## General Manager Board Report

6/9/2022

- I met with the public works director to discuss trees and the Master Lease.
- I have a meeting scheduled in July with City officials regarding the Master Lease.
- I sat on the interview panel for the City of Vallejo for their Recreation Analyst position on Wednesday the 1<sup>st</sup>.
- I am working with HR and Finance regarding Personnel Action forms for staff that have step increases, and promotions.
- I am working on the end of year recap for the second meeting in June.
- I met with two individuals (by their request) who use the pool to get feedback regarding use.
- I provided the Maintenance Superintendent with my thoughts regarding McIntyre Ranch.
- The recruitment to fill the upcoming board seat vacancy closed June 3. The City will update staff regarding the process.
- I will not be attending the June 9<sup>th</sup> meeting as that is the same night as my daughter's High School Graduation. I am proud to say that she is the Valedictorian.



## **Agenda 11**

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### **BOARD COMMUNICATION**

**Date: June 9, 2022**

**TO: Board Chairperson and Directors**

**FROM: Kimberly Pierson, Board Clerk**

**SUBJECT: Distribution of Committee Selection Form for Fiscal Year 2022-2023**

### **BACKGROUND AND DISCUSSION**

According to District Policy number 4060- Committees of the Board of Directors; “The Board Chairperson shall appoint and publicly announce the members of the standing committees for the ensuing fiscal year at the Board’s first regular meeting in July.”

Included in the board packet, is a Committee Selection form. The Chair asks for members of the board to please complete their requests for committee assignments for fiscal year 2022-2023 and return to the board clerk no later than the June 23, 2022, meeting. The Chair will make the assignments from those requests, and they will be announced at the first board meeting in July.

### **DOCUMENTS AVAILABLE FOR REVIEW**

- a. Listing of Current GVRD Standing Committees
- b. Board Committee Assignment Nomination Form
- c. Policy 4060



**BOARD COMMITTEES ASSIGNMENTS**

JULY 1, 2021 - JUNE 30, 2022

**Programs & Publicity Committee**

Director's Adjoa McDonald & Ron Bowen  
*Meets on the 1<sup>st</sup> Monday of the month at 9:00am*

**Policies & Personnel Committee**

Director's Rizal Aliga & Gary Salvadori  
*Meets on the 2<sup>nd</sup> Monday of the month at 4:00pm*

**Facility & Development Committee**

Director's Gary Salvadori & Ron Bowen  
*Meets on the 3<sup>rd</sup> Monday of the month at 3:00pm*

**Budget & Finance Committee**

Director's Rizal Aliga & Adjoa McDonald  
*Meets on the 3<sup>rd</sup> Monday of the month at 6:30pm*

**Inter-Agency Committee**

Director Robert Briseno  
 Alternate- Ron Bowen  
*Meets on the 4<sup>th</sup> Monday Bi-Monthly*

Salvadori	McDonald	Aliga	Bowen	Briseno
Policies & Personnel	Programs, Publicity & Community Relations	Policies & Personnel	Programs, Publicity & Community Relations	Inter-Agency
Facility & Development	Budget & Finance	Budget & Finance	Facility & Development	
			Inter-Agency-Alternate	



Greater Vallejo Recreation District

**Committee Nominee Selection Form 2022-2023**

**Interagency Committee**

**Director**

Meets Bi-Monthly

\_\_\_\_\_

**Budget & Finance Committee**

**Directors'**

\_\_\_\_\_

**Policies, and Personnel Committee**

**Directors'**

\_\_\_\_\_

**Facility & Development Committee**

**Directors'**

\_\_\_\_\_

**Publicity/Program & Community Relations Committee**

**Directors'**

\_\_\_\_\_

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# Greater Vallejo Recreation District

## POLICY MANUAL

POLICY TITLE: Committees of the Board of Directors  
POLICY NUMBER: 4060

Standing committees may be established that are advisory to the Board with respect to matters within their respective responsibility. At the first Board meeting in July, it will be determined which committees shall be activated and the Board Chairperson shall appoint and publicly announce the two members to be assigned to each of the standing committees, for the ensuing fiscal year. In addition, the chairperson shall appoint two members to represent the District on the City's Inter-Agency Committee

The following shall be standing committees of the Board:

- Budget and Finance Committee;
- Facility and Development Committee;
- Policies and Personnel Committee;
- Publicity, Program, and Community Relations Committee

The Board Chairperson shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

The General Manager shall be an ex-officio member of all committees. The chairperson of each committee shall inform the chairperson of the Board as to the business transacted at each committee meeting.

The Board's standing committees will meet on an as needed basis. May be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below said assignment may be made by the Board Chairperson, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review will be submitted to the Board via a written or oral report.

All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors. Should a third member of the Board wish to attend meetings of any standing committee, they may do so as an observer only and may not ask questions or make statements during the meeting, nor participate in any manner.

**The Board's standing Budget and Finance Committee**

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

**The Board's standing Facility and Development Committee**

This committee shall study and recommend acquisitions of real property and type of facilities that should be planned for new acquisitions, all joint planning and developmental programs for District facilities, including any additional facility needs and development of present parks. This committee shall review and make final recommendations for facilities and/or developments. This committee shall review matters related to engineering and operation of facilities and short and long-range capital improvement plans.

**The Board's standing Policies and Personnel Committee**

This committee shall study and recommend the compensation and welfare of District staff. This committee shall include a meet and confer with the General Manager regarding the terms and conditions of the General Manager's employment by the District. This committee shall review the functions of District staff and other policies not assigned to other committees.

**The Board's standing Publicity, Program and Community Relations Committee**

This committee shall study and recommend all District recreational programs and policies regarding public affairs and community outreach to include co-sponsorship with other entities. This committee shall assure information regarding the affairs of the District is adequately and appropriately communicated to its constituents and the public at large. This committee shall make presentations before groups and organizations upon request.

**The Chairperson shall appoint members to the City's Interagency Committee.**