



## GREATER VALLEJO RECREATION DISTRICT

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

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

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

General Manager  
Gabriel Lanusse

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

### Greater Vallejo Recreation District Board of Directors

#### MINUTES

January 14, 2021

6:30 p.m.

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

(The Zoom platform is ADA compliant)

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

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

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

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

#### 1) Call to Order

Chairperson Pannell Lea called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., January 14, 2021.

#### 2) Pledge of Allegiance

#### 3) Roll Call

**Present:** Chairperson Pannell Lea, Vice-Chairperson Robert Briseno, Directors; Gary Salvadori (arrived at 6:37pm), and Ron Bowen.

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

**Absent:** Director Karen Sims

**4) Election of Board Officers:**

**Consider the following:**

**A. Nomination and election of Chair**

Director Lea offered the motion, seconded by Director Bowen to nominate Director Briseno as Chairperson. Roll call vote: ayes: Directors: Lea, Briseno, Bowen absent: Salvadori, Sims abstain: none. Nomination accepted and passed.

**B. Nomination and election of Vice-Chair**

Director Briseno offered the motion, seconded by Director Bowen to nominate Director Salvadori as Vice-Chairperson. Roll call vote: ayes: Directors: Lea, Briseno, Bowen absent: Salvadori, Sims abstain: none. Nomination accepted and passed.

**C. Nomination and election of Secretary**

Director Briseno offered the motion, seconded by Director Lea to nominate Director Bowen as Secretary. Roll call vote: ayes: Directors: Lea, Briseno, Bowen absent: Salvadori, Sims abstain: none. Nomination accepted and passed.

Director Briseno continued the meeting as Chairperson

**5) Approval of Agenda**

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

**6) Public Comment:**

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

None

**7) Presentations:**

**A) Update on the Administration Department since the COVID pandemic began in March.-Gabe Lanusse**

The General Manager discussed the impact COVID has had on the administration of the district and what steps are being taken to move forward.

**8) Consent Calendar:**

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

**A) Approve Board Minutes-December 10, 2020**

- B) **Accept the Programs and Publicity Committee Minutes, December 7, 2020**
- C) **Accept the Policies and Personnel Committee Minutes, December 14, 2020**
- D) **Accept the Budget and Finance Committee Minutes, December 17, 2020**
- E) **Accept the Facility and Development Committee Minutes, December 14 16, 2020**

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

9) **Financials:**

**A) Approve Financial Statement as of 12/31/20 (Harman)**

Director Salvadori offered the motion, seconded by Director Lea to approve the financial statement as of 12/31/2020. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: Sims abstain: none. Motion passed.

**B) Approve Payment of Bills 12/1/20 through 12/31/20 (Harman)**

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

- Adams Pool Specialties -\$124,925 – Cunningham Pool Renovations
- EZ Tree – \$11,930 – Terrace Park, tree maintenance
- CSDA - \$805,000 – Agency membership dues
- Eisen Environmental - \$11,948 – Asbestos removal-Blue Rock Springs caretaker house
- Dude Solutions - \$18,733.30 – Data gathering, park assets
- Moore Design Group - \$8,848.85 – 395 & 401 Amador Street design development
- Rhinos Roofing Company - \$10,688.04 – Wilson Park Restrooms
- CAPRI - \$199,628.88 – 2<sup>nd</sup> half liability and 3<sup>rd</sup> quarter worker's comp insurance
- Underground Vaults & Storage, Inc. - \$3,779.16 – Annual maintenance & hosting service-Cougar Mountain software
- Security Enforcement Alliance - \$17,500 – Park lockups for 5 months
- MUN CPA's - \$15,000 – District audit
- Vallejo Flood & Wastewater District - \$7,537.87 – Annual storm waste water assessment
- Monarch Engineering - \$6,204 – 401 Amador foundation work
- Clean America - \$9,000 & \$6,400 – COVID cleaning

Director Lea offered the motion, seconded by Director Bowen to approve the payment of bills 12/1/2020 through 12/31/2020. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: Sims abstain: none. Motion passed.

10) **New Business:**

**Adopt Resolution 2021-01 declaring that governing body members and volunteers shall be deemed to be employees of the district for the**

**purpose of providing workers' compensation coverage for said certain individuals while providing their services. (Lanusse)**

Director Salvadori offered the motion, seconded by Director Lea to approve Resolution 2021-01. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: Sims abstain: none. Motion passed.

**11) Old Business:**

**A) Update from Legal Counsel on McIntrye Ranch property-Informational**

Legal Counsel reported: A title expert confirmed there is no recorded easement in favor of the property. A realtor, who specializes in rural property, has been obtained to view the property and give a general idea of the value.

**B) Approve "Final Read" of Policy 2250 – Separation from Employment**

No motion made

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

**A) Maintenance Superintendent**

- I'm working on the application for the Prop. 68 per capita grant.
- The facilities needs assessment is close to completion.
- I met with City of Vallejo staff to discuss Participatory Budget projects that were previous approved but haven't begun.

**B) Finance Director**

- I'd like to welcome Betty DalPorto to the finance department. Interviews were held in December and Betty was offered and accepted the full time position. Betty has held the Accounting Specialist position in a temporary capacity since Oct. 2019.

**C) Human Resources**

- Segal sent us updated job descriptions this week and we have shared them with our represented and unrepresented staff for feedback.
- HR and GM are working with outside legal counsel on policy updates.

**D) Recreation Superintendent**

- December was a good month. The Recreation department held a Virtual Tree Lighting, Jingle Jam Toy Giveaway, a pop up Christmas toy give away and three lucky families received Santa visits. These would not have been possible without the support of great sponsors and community donations.
- REConnect episodes are now being produced for special holidays.
- The Sports and Aquatics departments currently have the most programs despite current COVID obstacles. For fitness and sports we have found small ways to increase community activities. Cunningham Pool had 1314 lanes reserved for lap swim last month. Total available reservations were 1324.

## F) General Manager

- This past Tuesday we had an outreach meeting for Franklin and the Plunge. We had a good turnout.
- We've received the first draft of data results for the 10 year master plan. There will be a public forum held next Wednesday at 6pm
- We have been awarded a \$250,000 grant that can be used for one site with no matching funds. We are one of 30 agencies to receive this funding.
- Condition of Franklin Middle School:
  - Kitchen: ready for use
  - Theatre: ADA needs to be addressed
  - Fields: need roughly \$40k in irrigation work
  - Gym: needs roughly \$60-80k in upgrades, including installing adjustable baskets

**13) Executive Session:** At 7:41p.m. Chairperson Briseno convened to executive session held via Zoom breakout room.

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

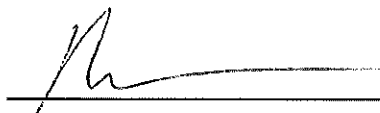
At 8:07 p.m. Chairperson Briseno convened to regular session and reported the following:

Item 13A-Board received information and provided direction to the General Manager

Item 13B-Board received information and provided direction to the General Manager

## **14) Meeting Adjourn:**

Director Briseno offered the motion, seconded by Director Salvadori to adjourn the meeting at 8:00 p.m. Roll call vote: ayes: Directors: Lea, Salvadori, Briseno, Bowen absent: Sims abstain: none. Motion passed.



Ron Bowen, Board Secretary

1/29/21

Date



ATTENDANCE SHEET	PRESENT	EXCUSED
Director Lea	✓	
Director Briseno	✓	
Director Salvadori	✓	
Director Bowen	✓	
Director Sims		✓

Arrived 6:37pm

**DATE OF MEETING** January 14, 2021-6:30pm (Zoom Meeting)

Kimberly Pearson / 1/14/2021  
Clerk of the Board      Date



**DATE OF MEETING: January 14, 2021- Board Meeting**

**AGENDA ITEM: Nomination and Election of Board Chair**

ROLL CALL VOTE SHEET	YEA	NAY	ABSTAIN	ABSENT
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori				✓
Director Sims				✓

**AGENDA ITEM: Nomination and Election of Board Vice-Chair**

ROLL CALL VOTE SHEET	YEA	NAY	ABSTAIN	ABSENT
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori				✓
Director Sims				✓

**AGENDA ITEM: Nomination and Election of Board Secretary**

ROLL CALL VOTE SHEET	YEA	NAY	ABSTAIN	ABSENT
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori				✓
Director Sims				✓

**AGENDA ITEM: Approval of Agenda**

ROLL CALL VOTE SHEET	YEA	NAY	ABSTAIN	ABSENT
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori	✓			
Director Sims				✓

**AGENDA ITEM: Consent Calendar**

<b>ROLL CALL VOTE SHEET</b>	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori	✓			
Director Sims				✓

**AGENDA ITEM: Approve Financial Statement as of 12/31/2020**

<b>ROLL CALL VOTE SHEET</b>	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori	✓			
Director Sims				✓

**AGENDA ITEM: Approve Payment of Bills 12/1/2020 through 12/31/2020**

<b>ROLL CALL VOTE SHEET</b>	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori	✓			
Director Sims				✓

**AGENDA ITEM: Adopt Resolution 2021-01 declaring that governing body members and volunteers shall be deemed to be employees of the district for the purpose of providing workers' compensation coverage for said certain individuals while providing their services**

<b>ROLL CALL VOTE SHEET</b>	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori	✓			
Director Sims				✓



**AGENDA ITEM: Approve "Final Read" of Policy 2250-Separation from Employment**

<b>ROLL CALL VOTE SHEET</b>	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Director Lea				
Director Briseno				
Director Bowen				
Director Salvadori				
Director Sims				

**AGENDA ITEM: Meeting Adjournment**

<b>ROLL CALL VOTE SHEET</b>	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Director Lea	✓			
Director Briseno	✓			
Director Bowen	✓			
Director Salvadori	✓			
Director Sims				✓