



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
Robert Briseno
Gary Salvadori
Ron Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabriel Lanusse

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

Greater Vallejo Recreation District Board of Directors

AGENDA-REGULAR MEETING

January 27, 2022

6:30 p.m.

Location: Teleconference

(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: 622641170

IN ACCORDANCE WITH ASSEMBLY BILL 361 BOARD MEMBERS, STAFF, AND MEMBERS OF THE PUBLIC WILL PARTICIPATE IN THIS MEETING BY TELECONFERENCE TO MITIGATE THE SPREAD OF COVID-19

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

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Welcome New Board Member:**
Administer Oath of Office to Newly Appointed Board Member (Board Clerk)
- 4) **Roll Call**
- 5) **Approval of Agenda**
- 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.

- 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-January 27, 2022**
 - B) **Accept Policies and Personnel Committee Minutes-December 13, 2021**
- 8) **New Business:**
- A) **Approve staff to complete the application process to have the Grant Mahony Rose Garden an Affiliated International World Peace Rose Garden (Nuno)**
 - B) **Discussion on Profit and Loss Statements-Community Centers (Ryans)**
 - C) **Resolution of the Board of Directors of the Greater Vallejo Recreation District Approving that Director Briseno shall continue to serve on the board until the Vallejo City Council appoints or reappoints a member for that seat. (Legal Counsel)**
- 9) **Staff Reports:**
- A) **Maintenance Superintendent**
 - B) **Finance Director**
 - C) **Human Resources Manager**
 - D) **Recreation Superintendent**
 - E) **General Manager**
- 10) **Executive Session: Will be held via Zoom breakout room**
- A) **CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GENERAL MANAGER & LEGAL COUNSEL):** Regarding McIntyre Ranch Property 1 St. John's Mine Road, Vallejo 94591. Called pursuant to Government Code section 54956.8
 - B) **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.
- 11) **Announcements and Comments from Board Members:**
- 12) **Meeting Adjourn:**

Next meeting: February 10, 2022

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District Office at 707-648-4604 or fax 707-648-4616. Requests must be made as soon as possible and at least three (3) full business days before the start of the meeting.



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Greater Vallejo Recreation District Board of Directors

MINUTES

January 13, 2022 – 395 Amador Street

6:30 p.m.

1) **Call to Order:**

Chairperson Briseno called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., January 13, 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 Robert Briseno; Vice-Chairperson Gary Salvadori; Directors; Ron Bowen, Adjoa McDonald, and Rizal Aliga

Staff: General Manager, Gabe Lanusse; Legal Counsel, Gary Heppell; Maintenance Superintendent, Salvador Nuno; Recreation Superintendent, Antony Ryans; Finance Director, Penny Harman; Board Clerk, Kimberly Pierson

4) **Election of Board Officers:**

Consider the following:

A. Nomination and election of Chair

B. Nomination and election of Vice-Chair

C. Nomination and election of Secretary

Nomination Slate: Chairperson-Ron Bowen, Vice-Chair-Adjoa McDonald, Secretary-Rizal Aliga. Director Salvadori offered the motion, seconded by Director Bowen to approve the nomination slate. Motion passed.

Director Bowen continued the meeting as Chairperson

5) **Approval of Agenda:**

Director Briseno offered the motion, seconded by Director Salvadori 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.

Niki, Vallejo, CA

Ms. Allen, Fairfield, CA

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-December 9, 2021

B) Accept Programs and Publicity Committee Minutes-December 6, 2021

C) Accept Programs and Publicity Committee Minutes-January 3, 2022

D) Accept Facility and Development Committee Minutes-December 20, 2021

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

8) Financials:

A) Approve Financial Statement as of 12/31/2021 (Harman)

Director McDonald offered the motion, seconded by Director Aliga to approve the financial statement as of 12/31/2021. Motion passed.

B) Approve Payment of Bills 12/1/2021 through 12/31/2021 (Harman)

Finance Director Harman provided details on a few of the larger payments.

Director Briseno offered the motion, seconded by Director McDonald to approve the payment of bills 12/1/2021 through 12/31/2021. Motion passed.

C) Approve Budget Calendar for Fiscal Year 2022-2023 (Harman)

After discussion and amendment, the following motion was adopted:

Director Briseno offered the motion, seconded by Director McDonald to approve the consent calendar for 2022-2023 with adjustments so board adoption of the final budget takes place at the May 26, 2022 board meeting. Motion passed.

9) New Business:

A) Approve Resolution 2022-01 of the Board of Directors of Greater Vallejo Recreation District Approving Application(s) for Recreational Infrastructure Revenue Enhancement (RIRE) Program Grant Funds (Lanusse)

Director Briseno offered the motion, seconded by Director McDonald to Adopt Resolution 2022-01 Approving Application(s) for Recreational Infrastructure Revenue Enhancement (RIRE) Program Grant Funds. Motion passed with 5 votes in favor

B) Discussion whether to continue allowing meetings of the Board of Directors to be held in person in compliance with any face-mask requirements in place at the time of the meeting, OR Adopt Resolution 2022-02 of the BOARD OF DIRECTORS of the Greater Vallejo Recreation District Noting the City of Vallejo's Proclamation of a- Local Emergency Declared on March 16, 2020 and Making the Legally Required Findings to Authorize the Conduct of Remote Teleconference Meetings of the Board of Directors Pursuant to Assembly Bill 361 (Lanusse)

Director Briseno offered the motion, seconded by Director McDonald to Adopt Resolution 2022-02 Noting the City of Vallejo's Proclamation of a-Local Emergency Declared on March 16, 2020 and Making the Legally Required Findings to Authorize the Conduct of Remote Teleconference Meetings of the Board of Directors Pursuant to Assembly Bill 361. Motion passed with 4 votes in favor and 1 against.

C) Appoint Legal Counsel and Two Board Members as Designated Representatives as to the Contract Negotiations with the General Manager (Halcro/Legal)

Director McDonald offered the motion, seconded by Director Briseno to appoint Legal Counsel, and Directors Aliga and Salvadori as Designated Representatives as to the Contract Negotiations with the General Manager. Motion passed.

10) Staff Reports-Informational Only:

A) Maintenance Superintendent

- Announced an upcoming community clean up at City Park.
- Provided an update on the CalTrans Clean California Grant Program application for Lake Dalwigk Park.
- Provided an update on sports field renovations.
- Provided an update on full-time recruitment

B) Finance Director

- Provided an update on property tax apportionment.
- Provided an update on the COVID-19 Fiscal Relief for Special Districts.

C) Human Resources

- Provided an update on the new Human Resources Information System (HRIS)

D) Recreation Department

- Announced the launch of the Spring Activity.
- Provided an update on the recruitment for the Recreation Supervisor position.

E) General Manager

- Updated the board on the status of Inter-Agency meetings.

- Announced that he has joined the Vallejo Chamber of Commerce Board of Directors.
- Provided an updated on the RFQ process for Strategic Planning Services
- Announced an upcoming Black and Vaxxed clinic at City Park.
- Announced plans to work with a consultant to work with the board on team building, duties and what the Board would like to get out of their time as Directors.

11) Executive Session: At 8:20p.m. Chairperson Bowen convened to executive session
CONFERENCE WITH DISTRICT'S DESIGNATED REPRESENTATIVE (LEGAL COUNSEL AND DIRECTORS ALIGA AND SALVADORI) REGARDING CONTRACT NEGOTIATIONS WITH GENERAL MANAGER With respect to closed sessions called pursuant to 54957 and 54957.6.

At 9:00pm Chairperson Bowen reconvened regular session and reported the following: Guidance given. No action taken.

12) Announcements and Comments from Board Members:
Board Members reported on various community events and meetings attended. Director Bowen announced he will miss the next meeting. Legal Counsel reminded the Board Members this is a time for announcements only and not discussion with Staff.

13) Meeting Adjourn:
Director Briseno offered the motion, seconded by Director Aliga to adjourn the meeting at 9:08 p.m. Motion passed.

Rizal Aliga, Board Secretary

Date



Agenda 6-B

BOARD COMMUNICATION

Date: January 27, 2022

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Policies and Personnel Committee meeting December 13, 2021

RECOMMENDATION

To accept the minutes from Policies and Personnel Committee from the December 13, 2021 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Policies and Personnel Committee Minutes from December 13, 2021



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Policies and Personnel Committee Meeting Monday, December 13, 2021

In attendance: Director Salvadori, Director Aliga, Human Resources Manager Halcro, General Manager Lanusse

Meeting began: 4:00 pm

- 1. Discuss Policy 4040 – Board of Directors**
Committee discussed Policy 4040; specifically if the chairperson requirements should remain the same. Committee discussed potentially changing the 2-year experience requirement to 18 months
- 2. Discuss Rotating Board Meetings (Policy 5000 – Board Meetings)**
Committee discussed potential changes of Policy 5000 to allow for Rotating Board meetings. Committee agreed it would lead to less civic engagement and the possibility for more confusion
- 3. Discuss Proposed Management Analyst Position**
Committee discussed a proposed Management Analyst Position and agreed that what might be needed is more along the lines of an Assistant General Manager
- 4. Discuss Process for General Manager Contract Negotiations**
Committee discussed who might be part of the GM Negotiating team because HR Manager reports to GM, it might not be best to include her. Rather, it might be better for lines of communication if one or two board members were included in the negotiations.
- 5. Discuss Hybrid Board Meeting Options**
Committee discussed creating possible in person/virtual board meeting options. Currently, GVRD does not have the staff or equipment to accomplish this so it will be looked at again once our new Board Room is complete.

Meeting adjourned 5:40pm



Agenda 7-A

BOARD COMMUNICATION

Date: January 27, 2022

TO: Board Chairperson and Directors

FROM: Salvador Nuno, Maintenance Superintendent

SUBJECT: Approve to have Grant Mahony Rose Garden affiliated with the International World Peace Rose Gardens (WPRG)

BACKGROUND AND DISCUSSION

Members of the Rose Society inquired about the possibility of having the Grant Mahony Rose Garden affiliated with the International World Peace Rose Gardens. The International World Peace Rose Gardens (IWPRG) is a catalyst for peace in diverse communities around the world. The nonprofit organization was incorporated in 1988 for the purpose of creating beautiful rose gardens for peace on public, accessible sites. The gardens become magnetic centers where people gather, enjoy beauty, and are inspired to be better persons and world citizens. The affiliation with the International World Peace Rose Gardens requires to purchase a plaque from them and post the plaque on site. The Rose Society is willing to pay for the plaque.

COMMITTEE REVIEW

The committee have discussed this proposal in the Facility Committee meetings. The direction from the committee was to place this in the board agenda for approval.

RECOMMENDATION

Staff recommends approving to have Grant Mahony Rose Garden affiliated with the International World Peace Rose Gardens (WPRG)

ALTERNATIVES CONSIDERED

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

ENVIRONMENTAL REVIEW

Not applicable.

PROPOSED ACTION

Staff recommends approval of the affiliation of the Grant Mahony Rose Garden with the International World Peace Rose Gardens (WPRG)

DOCUMENTS AVAILABLE FOR REVIEW

Criteria for becoming an affiliated International World Peace Rose Gardens (WPRG) document.

CRITERIA FOR BECOMING AN AFFILIATED WORLD PEACE ROSE GARDEN

International World Peace Rose Gardens (IWPRG) is expanding its mission to establish rose gardens for peace around the globe by presenting a new opportunity for public, private or family entities to join them in impacting peace in their communities. You can now establish or rename an existing rose garden on your property as an Affiliated World Peace Rose Garden. Whether you have one rose bush or many, you can make a difference! Here is the criteria:

1. Identify an existing or new rose garden that you would like to designate as an Affiliated World Peace Rose Garden
2. Complete an application to become an official Affiliated World Peace Rose Garden and submit to IWPRG along with suggested donation.
3. Order an official marker/sign (6" x 9") from IWPRG and display in your rose garden; e.g.,



4. The owner/entity will be responsible for the cost and maintenance of the garden.

Optional Consideration:

An Affiliated Garden is welcome to implement IWPRG's youth program – the Inspirational Messages of Peace Contest. The winning message(s) could be displayed in your Garden. For more information, contact sylvia@WorldPeaceRoseGardens.org.

To complete the application by mail, please print the application and send it with donation to World Peace Rose Gardens, P.O. Box 15919, Sacramento, CA 95852. For questions, please contact TJ David at info@WorldPeaceRoseGardens.org or 916.395-8303.



INTERNATIONAL WORLD PEACE ROSE GARDENS
P.O. BOX 15919 • Sacramento, CA 95852 • Phone: 916.381.5433
Email: info@WorldPeaceRoseGardens.org • www.WorldPeaceRoseGardens.org
Federal Tax ID# 68-0150998

Affiliated Garden Application

APPLICANT INFORMATION:

DATE _____

First Name _____ Last Name _____

Address _____ City _____

State _____ Zip _____ Phone (_____) _____

Email Address _____

AFFILIATED GARDEN PLAQUE - \$200.00

- Includes plaque, a letter of acknowledgment and shipping in USA
- Dimensions: 6" high x 9" wide, white aluminum with black lettering.

TYPE OF AFFILIATED GARDEN Check one: Public/Business, School, Other Private/Residential

Examples of names for first line of plaque: For Public, **CITY OF SACRAMENTO**

For Private, **THE BROWN FAMILY, BROWN FAMILY, or TOM & JILL BROWN FAMILY**

Name on first line: _____

WORLD PEACE ROSE GARDEN

METHOD OF PAYMENT:

Credit Card

_____ Expiration Date _____ Security # _____

Billing information if different from above:

First Name _____ Last Name _____

Address _____ City _____

State _____ Zip _____ Phone (_____) _____

Check or Money Order (send with application)

Please make payable to: World Peace Rose Gardens or IWPRG

PLEASE SEND COMPLETED APPLICATION FORM TO:

World Peace Rose Gardens
P. O. Box 15919
Sacramento, CA 95852

For questions, please contact TJ David at TJ@WorldPeaceRoseGardens.org or 916.381.5433.

Greater Vallejo Recreation District
Profit and Loss Statement
Vallejo Community Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	46,251.00	41,989.50	364.00	7,137.00
Contract Classes Income	53,284.00	38,366.00	2,845.50	16,143.50
Security Fees	7,972.00	6,188.00	0.00	1,269.00
Total Revenue	<u>107,507.00</u>	<u>86,543.50</u>	<u>3,209.50</u>	<u>24,549.50</u>
Expenses				
Full-Time Salaries	69,139.42	43,871.41	49,439.74	13,274.00
Part-Time wages	37,228.66	38,914.92	4,685.60	14,955.42
Benefits	38,396.62	18,669.78	25,209.21	11,838.46
Facility	17,002.02	21,475.72	6,405.31	3,680.15
Utilities (PG&E)	8,400.36	10,067.50	11,880.92	3,426.15
Contract Classes	33,553.80	23,371.23	121.60	12,266.50
Security	8,463.00	7,649.20	0.00	0.00
Total Expenses	<u>212,183.88</u>	<u>164,019.76</u>	<u>97,742.38</u>	<u>59,440.68</u>
Net Profit	<u><u>(104,676.88)</u></u>	<u><u>(77,476.26)</u></u>	<u><u>(94,532.88)</u></u>	<u><u>(34,891.18)</u></u>

Greater Vallejo Recreation District
Profit and Loss Statement
Foley Cultural Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	163,326.97	75,480.55	(9,329.00)	12,320.00
Contract Classes Income	154,856.42	115,674.10	48,628.75	37,935.92
Security Fees	39,411.49	25,468.00	(9,963.00)	1,876.00
Total Revenue	<u>357,594.88</u>	<u>216,622.65</u>	<u>29,336.75</u>	<u>52,131.92</u>
Expenses				
Full-Time Salaries	87,774.26	64,347.70	53,290.05	9,215.01
Part-Time wages	83,940.13	60,241.57	2,684.19	10,389.27
Benefits	40,641.44	29,685.96	23,344.43	9,801.20
Facility	32,418.54	32,278.94	17,040.04	4,747.57
Utilities (PG&E)	35,410.80	45,719.76	31,163.80	18,363.87
Contract Classes	100,986.50	82,033.23	33,107.30	28,498.75
Security	40,632.80	21,195.20	0.00	0.00
Total Expenses	<u>421,804.47</u>	<u>335,502.36</u>	<u>160,629.81</u>	<u>81,015.67</u>
Net Profit	<u><u>(64,209.59)</u></u>	<u><u>(118,879.71)</u></u>	<u><u>(131,293.06)</u></u>	<u><u>(28,883.75)</u></u>

Greater Vallejo Recreation District
Profit and Loss Statement
North Vallejo Community Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	26,739.00	23,220.00	17.00	4,678.00
Contract Classes Income	6,040.50	3,543.00	286.00	1,823.00
Security Fees	5,477.00	3,003.00	(130.00)	753.00
Total Revenue	38,256.50	29,766.00	173.00	7,254.00
Expenses				
Full-Time Salaries	31,828.34	24,364.25	26,273.87	17,575.99
Part-Time wages	16,808.85	17,906.97	1,817.59	2,704.65
Benefits	16,761.78	22,908.38	22,319.27	8,018.45
Facility	12,108.92	12,041.58	1,616.81	1,961.37
Utilities (PG&E)	6,881.60	7,807.37	5,809.93	4,182.95
Contract Classes	3,629.85	2,120.00	0.00	1,214.40
Security	5,660.00	3,133.00	0.00	0.00
Total Expenses	93,679.34	90,281.55	57,837.47	35,657.81
Net Profit	(55,422.84)	(60,515.55)	(57,664.47)	(28,403.81)

Greater Vallejo Recreation District
Profit and Loss Statement
South Vallejo Community Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	45,409.00	38,166.00	(342.00)	7,817.00
Contract Classes Income	19,284.00	13,266.00	381.50	5,262.50
Security Fees	5,078.00	3,444.50	0.00	378.00
Total Revenue	69,771.00	54,876.50	39.50	13,457.50
Expenses				
Full-Time Salaries	0.00	88,013.48	42,648.40	12,327.00
Part-Time wages	38,792.13	30,616.84	2,909.94	7,143.28
Benefits	6,178.24	42,777.94	23,831.51	11,455.76
Facility	12,158.83	14,910.37	9,572.42	4,927.70
Utilities (PG&E)	11,142.06	12,202.23	14,535.45	4,758.83
Contract Classes	11,284.00	7,432.40	0.00	3,525.60
Security	5,293.60	3,809.00	0.00	0.00
Total Expenses	84,848.86	199,762.26	93,497.72	44,138.17
Net Profit	(15,077.86)	(144,885.76)	(93,458.22)	(30,680.67)

Greater Vallejo Recreation District
Profit and Loss Statement
Vallejo Community Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	46,251.00	41,989.50	364.00	7,137.00
Contract Classes Income	53,284.00	38,366.00	2,845.50	16,143.50
Security Fees	7,972.00	6,188.00	0.00	1,269.00
Total Revenue	<u>107,507.00</u>	<u>86,543.50</u>	<u>3,209.50</u>	<u>24,549.50</u>
Expenses				
Full-Time Salaries	69,139.42	43,871.41	49,439.74	13,274.00
Part-Time wages	37,228.66	38,914.92	4,685.60	14,955.42
Benefits	38,396.62	18,669.78	25,209.21	11,838.46
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Contract Classes	33,553.80	23,371.23	121.60	12,266.50
Security	8,463.00	7,649.20	0.00	0.00
Total Expenses	<u>212,183.88</u>	<u>164,019.76</u>	<u>97,742.38</u>	<u>59,440.68</u>
Net Profit	<u><u>(104,676.88)</u></u>	<u><u>(77,476.26)</u></u>	<u><u>(94,532.88)</u></u>	<u><u>(34,891.18)</u></u>

Greater Vallejo Recreation District
Profit and Loss Statement
Foley Cultural Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	163,326.97	75,480.55	(9,329.00)	12,320.00
Contract Classes Income	154,856.42	115,674.10	48,628.75	37,935.92
Security Fees	39,411.49	25,468.00	(9,963.00)	1,876.00
Total Revenue	<u>357,594.88</u>	<u>216,622.65</u>	<u>29,336.75</u>	<u>52,131.92</u>
Expenses				
Full-Time Salaries	87,774.26	64,347.70	53,290.05	9,215.01
Part-Time wages	83,940.13	60,241.57	2,684.19	10,389.27
Benefits	40,641.44	29,685.96	23,344.43	9,801.20
Facility	32,418.54	32,278.94	17,040.04	4,747.57
Utilities (PG&E)	35,410.80	45,719.76	31,163.80	18,363.87
Contract Classes	100,986.50	82,033.23	33,107.30	28,498.75
Security	40,632.80	21,195.20	0.00	0.00
Total Expenses	<u>421,804.47</u>	<u>335,502.36</u>	<u>160,629.81</u>	<u>81,015.67</u>
Net Profit	<u><u>(64,209.59)</u></u>	<u><u>(118,879.71)</u></u>	<u><u>(131,293.06)</u></u>	<u><u>(28,883.75)</u></u>

Greater Vallejo Recreation District
Profit and Loss Statement
North Vallejo Community Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	26,739.00	23,220.00	17.00	4,678.00
Contract Classes Income	6,040.50	3,543.00	286.00	1,823.00
Security Fees	5,477.00	3,003.00	(130.00)	753.00
Total Revenue	38,256.50	29,766.00	173.00	7,254.00
Expenses				
Full-Time Salaries	31,828.34	24,364.25	26,273.87	17,575.99
Part-Time wages	16,808.85	17,906.97	1,817.59	2,704.65
Benefits	16,761.78	22,908.38	22,319.27	8,018.45
Facility	12,108.92	12,041.58	1,616.81	1,961.37
Utilities (PG&E)	6,881.60	7,807.37	5,809.93	4,182.95
Contract Classes	3,629.85	2,120.00	0.00	1,214.40
Security	5,660.00	3,133.00	0.00	0.00
Total Expenses	93,679.34	90,281.55	57,837.47	35,657.81
Net Profit	(55,422.84)	(60,515.55)	(57,664.47)	(28,403.81)

Greater Vallejo Recreation District
Profit and Loss Statement
South Vallejo Community Center

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-Dec 2022</u>
Revenue				
Building Fees	45,409.00	38,166.00	(342.00)	7,817.00
Contract Classes Income	19,284.00	13,266.00	381.50	5,262.50
Security Fees	5,078.00	3,444.50	0.00	378.00
Total Revenue	69,771.00	54,876.50	39.50	13,457.50
Expenses				
Full-Time Salaries	0.00	88,013.48	42,648.40	12,327.00
Part-Time wages	38,792.13	30,616.84	2,909.94	7,143.28
Benefits	6,178.24	42,777.94	23,831.51	11,455.76
Facility	12,158.83	14,910.37	9,572.42	4,927.70
Utilities (PG&E)	11,142.06	12,202.23	14,535.45	4,758.83
Contract Classes	11,284.00	7,432.40	0.00	3,525.60
Security	5,293.60	3,809.00	0.00	0.00
Total Expenses	84,848.86	199,762.26	93,497.72	44,138.17
Net Profit	(15,077.86)	(144,885.76)	(93,458.22)	(30,680.67)



RESOLUTION 2022-03

Resolution of the Board of Directors of the Greater Vallejo Recreation District providing that Director Briseno shall continue to serve on the board until the Vallejo City Council appoints or reappoints a member for that seat, and ratifying Director Briseno's participation since January 1, 2022.

Whereas, Director Robert Briseno was appointed to the board of directors of the Greater Vallejo Recreation District by the Vallejo City Council, and

Whereas, Director Briseno's four-year term ended December 31, 2021, or the first board meeting in January 2022, pursuant to GVRD Policy No. 4000, and

Whereas, the Vallejo City Council has not yet appointed a GVRD board member to fill that seat (which could include the reappointment of Director Briseno), and

Whereas, the past practice of GVRD in instances when the appointing authority has failed to appoint or reappoint a GVRD board member before the end of the sitting member's term, has been to allow the sitting board member to continue serving until the appointment or reappointment has been made, and

Whereas, the GVRD board of directors consists of only five members, with a quorum being three members, and

Whereas, it is important to the business of GVRD that as many board members as possible attend and participate in board meetings, especially given the possibility of unavoidable absences, and

Whereas, the board of directors finds it is in the best interests of the Greater Vallejo Recreation District that Director Briseno continue to serve until the appointment or reappointment has been made,

NOW, THEREFORE, it is resolved by the board of directors of the Greater Vallejo Recreation District that Director Briseno shall continue to serve on the board until the Vallejo City Council appoints or reappoints a member for that seat, and that all participation, acts and votes of Director Briseno as a board member from and after January 1, 2022 and until the appointment or reappointment has been made are hereby ratified and validated.

Adopted by the Board of Directors of the Greater Vallejo Recreation District at a regular meeting held on January 27, 2022 with the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ron Bowen, GVRD Board Chairperson

ATTEST:

Kimberly Pierson, Board Clerk



Maintenance Department Board Report

1/27/2022

Parks and Facilities

- Sport Fields
 - Parks staff continues working with field turf renovations at Dan Foley baseball field.
- Glen Cove Park
 - Contractor is waiting for a good weather to begin working on the additional pickleball courts; the contractor is looking to start in March.
- Plan Conversion to Digital
 - Staff is working with a company to scan all the blueprints; they did the first pickup of plans.
- Lighting Timers
 - Staff continues working on replacing all the manual light timers; the new timers will do the adjustments automatically.
- CalTrans Clean California Grants Program
 - Continue working with City and VFWD to apply to receive funds to do improvements at Lake Dalwigk Park; the deadline for submitting the application is February 1st, 2022.
- Solano County Inspection
 - We had an inspection from the County Agricultural Commission at Richardson Corp Yard; we passed the inspection and we are in compliance; the County issued our new herbicides spraying permit.
- Full-time recruitment
 - Continue working on the hiring for the Maintenance Worker position; we had a knowledge testing on January 13th; we have scheduled another date for other candidates to take the test.
 - We recently had our Irrigation Specialist resign; we are working with our HR department to start the recruitment for the Irrigation Specialist position.

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
395/401 Renovations					
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	7/1/2022	15%	<input type="checkbox"/>	Contractor continues working with the demo and the plumbing of the south area of 401 building.
401 Seismic Retrofit					
Design Phase	8/1/2020	12/10/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	1/5/2021	1/27/2021	100%	<input checked="" type="checkbox"/>	
RFP	3/22/2021	4/30/2021	100%	<input checked="" type="checkbox"/>	
Build	4/27/2021	2/2/2021	95%	<input type="checkbox"/>	Contractor completed almost all the work; City approved the final inspection; Staff will be doing a walkthrough with the contractor.
VCC Kitchen					
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	1/7/2021	2/28/2022	45%	<input type="checkbox"/>	The RFP went out. We are having a mandatory walkthrough meeting with the contractors by the end of this month.
Build	4/4/2022	9/1/2022	0%	<input type="checkbox"/>	
Dan Foley Cultural Center Upgrades					
Phase design	7/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	

Build	8/1/2021	2/15/2022	80%	<input type="radio"/>	Staff is working with the designer and the company making the acoustic tiles.
Richardson Electrical					
Design Phase	3/1/2020	1/28/2022	95%	<input type="radio"/>	Application is now in design phase, waiting from PG&E to approve the design.
Permit Issued	2/3/2022	2/28/2022		<input type="radio"/>	
RFP	3/1/2022	3/31/2022		<input type="radio"/>	
Build	5/2/2022	7/1/2022		<input type="radio"/>	
Cunningham Pool ADA Upgrades					
Design Phase	11/1/2020	1/28/2022	95%	<input type="radio"/>	PDF designs completed the resubmittal package and was submitted to the City.
Permit Issued	2/1/2022	2/28/2022		<input type="radio"/>	
RFP	3/1/2022	3/31/2022		<input type="radio"/>	
Build	5/2/2022	8/1/2022		<input type="radio"/>	
Grant Mahony Building Upgrades and Park Lighting					
Design/Assessment Phase	9/1/2021	1/28/2021	50%	<input type="radio"/>	An architect performed an evaluation of the building; he is waiting for a second opinion to complete the structural assessment report of the building.
Permit Issued	2/1/2022	2/28/2022		<input type="radio"/>	
RFP	3/1/2022	3/31/2022		<input type="radio"/>	
Build	5/2/2022	8/1/2022		<input type="radio"/>	
PB Projects					
Design Phase	1/1/2020	3/24/2020	100%	<input checked="" type="radio"/>	City postponed the projects on 2020 due to the pandemic.
RFP	5/2/2021	6/20/2021	100%	<input checked="" type="radio"/>	
Build	11/12/2021	1/28/2022	70%	<input type="radio"/>	Landscape contractor began the work for the smart greener garden at SVCC and Setterquist Park.
Hanns Park Disc Golf					
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="radio"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="radio"/>	
Build	10/6/2021	2/15/2022	90%	<input type="radio"/>	Staff ordered benches and the sign post for the signs.





Finance Department Board Report

1/27/2022

W-2's and 1099's

- The W-2's and 1099's for calendar year 2021 have been completed and will be mailed on Monday, 1/24/22.

COVID-19 Fiscal Relief for Special Districts

- We have received a check from Solano County for \$594,359 as our allocation of the \$100 million appropriated by the state to independent special districts for revenue losses or unanticipated costs incurred due to the COVID-19 public health emergency. I have created a new account in the administration budget for this revenue.

Budget FY 22-23

- General Manager Lanusse and I are revising the budget calendar as directed at the 1/13/22 board meeting. We will be meeting with department heads to begin the process of creating our new budget.

OPEB (Other Post-Employment Benefits)

- We are continuing work with Cal Muni on developing a policy for the Other Post Employment Benefits, retiree medical benefits.

CalPERS Unfunded Accrued Liability

- We are reviewing proposals received from two firms for the financing of our Unfunded Accrued Liability with CalPERS.



Human Resources Board Report

1/27/2022

Personnel Update:

Positions filled since implementing Bamboo HR in late December:

- Recreation Leader – PT, Maintenance Worker, Recreation Supervisor, Assistant Coordinator

Positions in the process of being filled

- Center Monitor – PT, Lifeguard Swim Instructor – PT, EXLP/Kid's Club Rec Leader – PT, Parks Maintenance Worker. Recreation Coordinator

The hiring process often includes scheduling, assessments, multiple interviews, finger printing, and pre-employment medical exams. These multi-step processes have mostly been managed by our HR Clerk. Human Resources and Hiring Managers have found the new hiring process through BambooHR to be much easier to collaborate, navigate, and hire new employees.

Classification Study:

- HR continues to work toward finishing the Classification study with the help of the GM and collaborations with the Unions.

Strategic Planning:

- HR has planned a two-day HR Retreat to discuss plans, goals, and strategies for a successful 2022 calendar year. We have some high hopes for onboarding changes, policy updates, and learning opportunities. More soon!

BambooHR

- HR continues to learn how to best utilize this new system, held trainings for staff, and continues to optimize customizations

Minimum Wage Increase for PT staff

- HR Clerk helped ensure that all PT staff received min. wage increases on December 1, 2021 and continues to work with managers to ensure proper paperwork is processed.

OSHA reporting

- HR Clerk is working with Finance to complete the year end OSHA Reporting

Covid-19

- HR Continues to work with staff to ensure vaccine status paperwork is collected, staff are notified when there is a potential exposure, staff are sent home if unwell or exposed to Covid, and working with ExLP staff and VCUSD for C-19 vaccination information as required by VCUSD. \
- HR continues to pivot, regularly, as federal and state regulations change. There are ongoing legislations and law suits regarding vaccine mandates. The CDC continues to change their recommendations. HR has tried to stay up to date with all of these continual changes



Recreation Department Board Report

1/27/2022

Activity Guide:

- Planning has begun for summer guide/programming. Staff are working on generating new program ideas.

Aquatics:

- Community First Aid and CPR class had 9 participants registered for the class held on January 15th.
- VJO hosted a Swim Meet on January 14th- 16th with approximately 180 competitors.
- After School at the Pool continues to see popularity with 22 registered for January.

Community Centers:

- COVID Testing Site continues at SVCC opening extended hours 1/3-1/14 due to the high demands for testing.

Community Events & Children's Wonderland:

- 1st planning meeting for Fishing in the City took place on Wednesday, January 26th.
- Children's Wonderland remains opened for weekend only. Staff is drafting a plan to increase hours of operation at the park.
- Birthday Party reservations are consistent for weekend events.

Sports:

- Junior Tennis for beginners' sessions 1 has reached maximum enrollment of 20 participants for both sessions.
- Planning has begun for the summer session of Junior Giants.

Youth Services:

- The Department is still facing challenges with hiring. Staff have a brainstorming meeting with VCUSD the week of January 31st.
- Department staff are generating program ideas for designed to provide care for non-student days to align with school district student calendar.
- Staff will be attending several free Roundtables offered through the California Parks and Recreation Society. Roundtable topics: summer camp roundtable, active aging population, insourcing vs. outsourcing, just to name a few.



General Manager Board Report

1/27/2022

- The City Council conducted interviews for the GVRD board position on January 18th. Originally the appointment was going to be on a February Council agenda. We have been notified the City Council will make the appointment at the January 25th Council meeting.
- Colusa Street property appraisal update: I have met with Greg Sessler to provide him information and have requested a review and comparable study for the property's value.
- We are continuing to look for dates that will work for the new board member tours of facilities.
- Amy Howarth will be reaching out to you all after the City of Vallejo has made their appointment to our Board. She will interview Directors regarding serving on the board.
- We had a couple firms reply to our Request for Qualifications (RFQ) regarding the refinancing of PERS. We will create a comparison chart to distribute.
- I attended pesticide training in Sacramento on January 19-21.
- I am preparing for negotiations regarding my contract.
- I am continuing to update the list of proposed activities recreation.
- Cal Maritime would like to discuss use of South Vallejo Community Center. I anticipate receiving a written proposal very soon.
- COVID has had an impact on staffing levels with an increased number of staff calling out sick.
- The front office is closed for walk-in traffic, but the public can still contact us with questions and concerns. Details are posted on the website.

I would like to thank the Board for all the time you have spent on GVRD. I look forward to a better year.

BOARD GM PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
McIntyre Property					
Assigned to Legal			0%	<input type="radio"/>	
Now Assigned to GM			<div style="width: 20%; background-color: #28a745;">20%</div>	<input type="radio"/>	
			0%	<input type="radio"/>	
Franklin Middle School					
Proposed, and reviewed 6			<div style="width: 70%; background-color: #28a745;">70%</div>	<input type="radio"/>	
Approved or denied			0%	<input type="radio"/>	
10 year Master Plan					
	3/17/2020	10/28/2021	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	
3.18 Impact Fee study					
Contract to update impact fee structure			<div style="width: 10%; background-color: #28a745;">10%</div>	<input type="radio"/>	
Approved by appropriate City Commision			0%	<input type="radio"/>	
Approved by City Council			0%	<input type="radio"/>	
Approved by Board			0%	<input type="radio"/>	
Plunge Prop 68					
Outreach and application			<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	
Withdrawn			<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	Withdrawn due to School District not being able to cover the gap in expenses.
Prop 68 Wilson Park					
Outreach and application			<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	

TASK	START	END	% COMPLETE	DONE	NOTES
Submitted application			100%	✓	
Site visit with State			100%	✓	
Waiting to hear if approved.			100%	✓	Received a "No" response
Prop 68 Children's Wonderland					
Outreach and application			100%	✓	
Submitted application			100%	✓	
Site visit with State			100%	✓	
Waiting to hear if approved.			100%	✓	Received a "No" response
Prop 68 Washington Park					
Outreach and application			100%	✓	
Submitted application			100%	✓	
Site visit with State			100%	✓	
Waiting to hear if approved.			100%	✓	Received a "No" response
Prop 68 Richardson Park					
Outreach and application			100%	✓	
Submitted application			100%	✓	
Site visit with State			100%	✓	
Waiting to hear if approved.			100%	✓	Received a "No" response

TASK	START	END	% COMPLETE	DONE	NOTES
Grant Mahony Building Upgrades and Park Lighting					
Set aside some money for repairs			<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%	<input type="radio"/>	
Meet with Engineer to have building and site eval.			<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%	<input type="radio"/>	
			0%	<input type="radio"/>	
PB Projects SVCC				<input type="radio"/>	
Started project			<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%	<input type="radio"/>	
			0%	<input type="radio"/>	
PB Projects Setterquist				<input type="radio"/>	
Started project			<div style="width: 10%;"><div style="width: 10%;"></div></div> 10%	<input type="radio"/>	
			0%	<input type="radio"/>	
Hanns Park Disc Golf				<input type="radio"/>	
Part of Master Plan			<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	<input checked="" type="checkbox"/>	
Get cost estimate, find funding source			<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	<input checked="" type="checkbox"/>	
Meet with stakeholders to design			<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	<input checked="" type="checkbox"/>	
Work with City			<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	<input checked="" type="checkbox"/>	
Order materials, install			<div style="width: 90%;"><div style="width: 90%;"></div></div> 90%	<input type="radio"/>	
Signage			<div style="width: 25%;"><div style="width: 25%;"></div></div> 25%	<input type="radio"/>	
			0%	<input type="radio"/>	
ADA upgrades to BRS				0	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	

TASK	START	END	% COMPLETE	DONE	NOTES
ADA 395 and 401				0	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
McIntyre Ranch				0	
Legal to handle			0%	<input type="radio"/>	
Passed to GM			<div style="width: 10%; background-color: green;">10%</div>	<input type="radio"/>	
			0%	<input type="radio"/>	
Impact Fees Request				0	
Small Pool request \$240000			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="radio"/>	City reviewing application
			0%	<input type="radio"/>	
OPEB				0	
Consultant drafted policy			<div style="width: 85%; background-color: green;">85%</div>	<input type="radio"/>	
Review by Finance committee (2)			<div style="width: 66%; background-color: green;">66%</div>	<input type="radio"/>	
Approved by board			<div style="width: 75%; background-color: green;">75%</div>	<input type="radio"/>	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
CAL PERS REFI				0	
Getting RFQ out to compare companies and costs			<div style="width: 25%; background-color: green;">25%</div>	<input type="radio"/>	
			0%	<input type="radio"/>	
Utilities Solar				0	
			0%	<input type="radio"/>	
			0%	<input type="radio"/>	
Classification Study				0	
Job classification redone			<div style="width: 70%; background-color: green;">70%</div>	<input type="radio"/>	Still waiting on SEIU
IBEW			<div style="width: 100%; background-color: green;">100%</div>	<input checked="" type="radio"/>	
Board Training				0	

TASK	START	END	% COMPLETE	DONE	NOTES
Hire consultant			100%	<input checked="" type="checkbox"/>	consultant will reach out to board members after appointment.
Begin board training			0%	<input type="checkbox"/>	
Strategic Planing				0	
RFP sent out			100%	<input checked="" type="checkbox"/>	
Reviewed by staff			80%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
Marketing Division				0	
Send out RFP			100%	<input checked="" type="checkbox"/>	
Review and choose			80%	<input type="checkbox"/>	
1110 Colusa Street				0	
Profit/loss			100%	<input checked="" type="checkbox"/>	
Get appraisal			30%	<input type="checkbox"/>	
Annual Priority retreat				0	
Goal setting to be part of Board training			0%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
Present update to City Council				<input type="checkbox"/>	
Scheduled for March 2022			50%	<input type="checkbox"/>	
			0%	<input type="checkbox"/>	
Use of Community Centers- Vallejo Project				0	
Various meetings to define scope and use			50%	<input type="checkbox"/>	
On hold, they have the Hub.			0%	<input type="checkbox"/>	
Back to discussions			0%	<input type="checkbox"/>	