GREATER VALLEJO RECREATION DISTRICT

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

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

MINUTES
February 13, 2020

Greater Vallejo Recreation District Board of Directors
Regular Meeting
395 Amador Street
6:30 p.m.

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., February 13, 2020 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 Pannell Lea, Vice-Chairperson Robert Briseno, Directors; Gary Salvadori, Ron Bowen and Karen Sims.
Staff: General Manager, Gabe Lanusse; Interim Finance Director, Penny Harman; Legal Counsel, Gary Heppell; Maintenance Superintendent, Salvador Nuno; Board Clerk, Kimberly Pierson; Human Resources Manager, Casey Halcro; Recreation Superintendent, Phillip McCoy

4) Approval of Agenda
Agenda item 14B was put ahead of item 14A. Director Salvador offered the motion, seconded by Director Briseno to approve the agenda with one change. Motion passed unanimously.

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

   A) Approve Board Minutes-January 23, 2020
B) Accept the Programs and Publicity Committee Minutes, January 21, 2020
C) Accept the Facility and Development Committee Minutes, January 27, 2020
Director Salvadori offered the motion, seconded by Director Briseno to approve the consent calendar. Motion passed unanimously.

6) Presentations:
   A) Introducing Salvador Nuno - Maintenance Superintendent (Lanusse)
   B) Introducing Kimberly Pierson – Board Clerk/Admin Coordinator (Lanusse)
      The General Manager introduced two employees who recently passed their probationary period.

7) Public Comment: None
   At this point on the agenda, members of the public may speak on any item not on the agenda but within the jurisdiction of the Board. Each speaker is limited to 3 minutes and a spokesperson for an organization is limited to 5 minutes.

8) Financials:
   A) Approval of Financial Statement as of 1/31/20 (Harman)
      Director Bowen offered the motion, seconded by Director Briseno to approve the financial statement as of 1/31/20. Motion passed unanimously.
   B) Approval of Payment of Bills 1/1/20 through 1/31/20 (Harman)
      Director Briseno offered the motion, seconded by Director Bowen to approve the payment of bills 1/1/20 through 1/31/20. Motion passed unanimously.
   C) Direction for the 2020-2021 Fiscal Year Budget-Discussion (Lanusse)
      Director Bowen would like funds set aside for preventative maintenance. Vice-Chair Briseno would like funds set aside for start-up costs for relocating sports programs currently run at the Mare Island Sports Complex.

9) New Business:
   A) Appoint Legal Counsel as Designated Representative as to the Evaluation of Performance of General Manager and Contract Negotiations with General Manager
      Director Briseno offered the motion, seconded by Director Salvadori to appoint Legal Counsel as the designated representative as to the evaluation of performance of General Manager and contract negotiations with General Manager. Motion passed unanimously.
   B) Mare Island Sports Complex Lease with The Nimitz Group – Discussion (Lanusse)
      Public Comment: Tracy Craig, representing The Nimitz Group, Southern Land. Ms. Craig gave context as to why the lease was terminated. She asked that the board give them a couple weeks to try and figure out a possible on island solution.
Director Briseno asked that GVRD be involved in planning discussions, as a separate district from the city, often times we are forgotten about until after the fact.

The General Manager reported that we are in the process of trying to relocate some of the current programming held at the sports complex.

There was discussion on possibilities for storage of equipment. Director Briseno offered feedback on the tone of the press release.

10) **Old Business:** None

11) **Administrative Items:**
   
   **A) Report on January Inter-Agency Meeting (Director Bowen)**
   
   Director Bowen gave a report on the last inter-agency meeting. He reported the city picks up over 2 million pounds of trash annually and has created a new department that prosecutes illegal dumping.

   **B) Report on Blue Rock Springs Golf Course Development Advisory Committee (Director Bowen)**
   
   Director Bowen gave a report on the last Blue Rock Springs Golf Course Development Advisory Committee. The committee discussed reducing the number of holes from 72 to 36. There is also plans to build 600 homes.

   **C) Approve “First Read” of Policy #3066 – PARS Investment Guidelines (Lanusse)**
   
   The Board of Directors gave recommendations. No motion made.

12) **Reports:**

   **General Manager**
   
   • An offer has been made for the project manager position.
   • We have completed telephone interviews for the finance director position. We have narrowed it down to five candidates. We will ask some board members to sit on the interview panel.
   • We are in the finishing stages for the 10-year master plan contract.
   • Safety is a large issue for us. We have been reviewing lighting and fencing and staffing at community centers and facilities. Staff has done some lighting upgrades at the Vallejo Community Center, and this building needs some lighting upgrades as well.
   • I now have a monthly standing meeting with the City Manager.
   • I just discovered that the city has created a youth coordinator position. I will be reaching out to them to discuss possible duplication of services.
   • The State of the City is next week at Dan Foley, executive staff will be attending.
   • March 3rd- I will present our Annual Report to the county.

**Human Resources-Human Resources Manager passed out report**

**Open F/T Positions:**

• We completed phone interviews for the finance director position. I feel like we have a pool of great candidates. I will be reaching out to board members to see if they would like to sit on the interview panel.
• The recreation department has finished the first round of interviews for the
  recreation coordinator position.
• The HR staff went to a legal compliance training this week in San Rafael.
• We've been working with Segal Waters, who was chosen to complete the
classification study, I'm hoping to have them do a presentation at the second
board meeting in February.

Finance
• The auditors have completed fixed asset testing. We have provided additional
documents and are waiting to hear back on availability for a presentation of the
audit.
• Department heads are working on budget worksheets

Recreation
Admin
• New Recreation Software-We have just completed a third round of onsite
  training
• Planning has begun on the Grant Mahoney plaque and Labyrinth ribbon
cutting/unveiling. The labyrinth is complete and just waiting for a final clear
  coat.
• Job recruitment has begun for the open recreation supervisor position. Interim
  staff have been appointed to assist with supervisory developments and
  administrative duties.

Aquatics
• Most of the programing has been relocated for the pool closure, swim lessons
  will resume once the pool reopens.
• The following activities will remain at the pool during the closure: CPR training,
lifeguard training, recruitment, spring break camp, pool maintenance-painting,
power washing.

Maintenance Superintendent Board Report
Facilities
• Richardson Corp. Yard-City has put the brakes on the project, the plans for
  the temporary building was originally approved in June, but now city staff is in
  the process of implementing a new policy to require more information on
  plans.
• Crest Ranch Park-Lighting replacement is completed.

Parks
• Grant Mahony-We received proposals for the irrigation upgrades at the rose
garden. We will present to the Rose Society. In 2018 we replaced the
playground, now we have the labyrinth completed as well.
13) **Announcements and Comments from Board Members**

Director Salvadori mentioned that a gentleman, Gabe Johnson, stopped by his business. His organization can do upgrades/studies on improve efficiency of lighting and electricity costs. He provided a letter of recommendation.

Director Briseno mentioned a program that SolTrans is providing, called Last Mile. It pays 80% of Lyft charges to get folks from Ferry/bus terminals to Mare Island and Cal Maritime. Would like to have this information shared with employees and the public.

14) **Executive Session:** At 8:27 p.m. Chairperson Lea convened to executive session

15) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – Title: Legal Counsel - Pursuant to Government Code Section 54957(b)(1).

16) **CONFERENCE WITH DISTRICT’S DESIGNATED REPRESENTATIVE (LEGAL COUNSEL): REGARDING EVALUATION OF PERFORMANCE OF GENERAL MANAGER AND CONTRACT NEGOTIATIONS WITH GENERAL MANAGER**

With respect to closed sessions called pursuant to 54957 and 54957.6. At 10:13 p.m. Chairperson Lea convened to regular session to report: Directors gave guidance to legal counsel, no action taken.

17) **Meeting Adjourn**

Director Bowen offered the motion, seconded by Director Salvadori to adjourn the meeting at 10:15 p.m. Motion passed unanimously.

**Next meeting:** February 27, 2020

[Signature] 2/27/20

Gary Salvadori, Board Secretary
Greater Vallejo Recreation District
Board of Directors Meeting
Sign in Sheet
Thursday, February 13, 2020 6:30pm
Administration Office Board Room

*Signing in for this meeting is voluntary*

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DATE OF MEETING, February 13, 2020-6:30pm

Kimberly Pierson, 2/13/20
Clerk of the Board  Date