



Greater Vallejo Recreation District

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

BOARD OF DIRECTORS

Rita Fryar
Thomas Judt
Nicole Person
Olivia Ruiz
Ward Stewart

INTERIM GENERAL MANAGER

Pamela Sloan

In accordance with California Government Code Section 54957.5, materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's Administrative Office, 401 Amador Street, Vallejo, CA during normal business hours or electronically on our [website](#).

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

Board of Directors Meeting Agenda

Thursday, October 22, 2026

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

6:30 p.m. – Regular Session

Public Comment on Items on the Agenda

If you wish to speak on an item under discussion by the Board of Directors which appears on this Agenda, you may do so upon receiving recognition from the Chairperson of the Board. Each individual may speak for up to three minutes.

1. Call to Order
2. Pledge of Allegiance:
3. Roll Call:
4. Approval of Agenda:
5. Public Comment:

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

6. Chairperson Opening Comments:



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.

7.1 Approve Board Minutes – October 8, 2026

8. Action/Discussion Items:

8.1 Approve General Manager Memorandum of Understanding (MOU) with Brad Helfenberger (Legal Counsel)

8.2 Approve Resolution 2026-08 of the Board of Directors of the Greater Vallejo Recreation District Approving the Application for Statewide Park Development and Community Revitalization Program for the City Park Project (Sloan)

8.3 2026-2027 Cash Flow Projections through 6/30/2027- Information Item (Parkhurst)

9. Staff Updates:

9.1 Interim General Manager

9.2 Human Resources Director

9.3 Recreation Services Director

10. Announcements and Comments from Board Members:

11. Executive Session:

11.1 Conference with Labor Negotiators; pursuant to Government Code Section 54957.6

Agency Designated Representatives: Interim General Manager, Pamela Sloan; Andrew Shen, Legal Counsel

Unrepresented Employees: Finance Director, Recreation Director, Parks and Facilities Director, HR Director, HR Coordinator, and Board Clerk

11.2 Public Employee Appointment; pursuant to Government Code Section 54957

Title: General Manager



11.3 Conference with Labor Negotiators; pursuant to Government Code Section 54957.6

Agency Designated Representatives: Andrew Shen, Legal Counsel; Seanzell Lewis, Human Resources Director; Liz Brown, MRG

Unrepresented Employee: General Manager

12. Meeting Adjourn:



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Greater Vallejo Recreation District Board of Directors Minutes

Thursday, October 8, 2026- 401 Amador Street, Vallejo, CA 94590

6:30 p.m. – Regular Session

1. Call to Order:

Chairperson Judt called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:31 p.m., October 8, 2026, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2. Pledge of Allegiance:

Chairperson Judt led the pledge of allegiance.

3. Roll Call:

Present: Chairperson Thomas Judt; Vice-Chairperson Ward Stewart; Secretary Nicole Person; Director Rita Fryar;

Staff: Interim General Manager, Pam Sloan; Legal Counsel, Andrew Shen; Finance Director, Noel Parkhurst; Parks and Facilities Director, Salvador Nuño; Human Resources Director Seanzell Lewis; Recreation Services Director, Antony Ryans; Board Clerk, Kimberly Pierson

Excused: Director Olivia Ruiz

4. Approval of Agenda:

Director Stewart offered the motion to approve the agenda. Motion passed, Director Ruiz was absent for the vote.

5. Public Comment: None

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

6. Chairperson Opening Comments:

7. Presentation:

Norman C. King South Vallejo Community Center Annual Report – (One People Tribe)



Presenters were running late. Item was moved after item 8: Consent Calendar. Izzy Drumgole provided details on current and future events happening at the center. She also distributed a Community Center Revitalization SWOT Analysis.

8. Consent Calendar:

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

- 8.1 Approve Board Minutes – September 10, 2026
- 8.2 Approve Board Minutes – September 12, 2026-Special Meeting
- 8.3 Approve Board Minutes – September 19, 2026-Special Meeting
- 8.4 Accept Facility and Development Committee Minutes – September 16, 2026
- 8.5 Accept Publicity, Programs and Community Relations Committee Minutes – September 21, 2026
- 8.6 Accept Financial Statement 7/1/2026 Through 7/31/2026
- 8.7 Accept Financial Statement 8/1/2026 Through 8/31/2026
- 8.8 Accept Payment of Bills for 9/1/2026 – 9/30/2026

Director Judt pulled items 8.5 and 8.8 for discussion. Director Stewart offered the motion to approve items 8.1-8.4, 8.6 and 8.7 of the consent calendar. Motion passed, Director Ruiz was absent for the vote.

After discussion Director Judt offered the motion to approve item 8.5, Motion passed, Director Ruiz was absent for the vote.

Item 8.8 was discussed during Agenda item 10.2: Finance Department Staff Update. Director Judt offered the motion to approve, Motion passed, Director Ruiz was absent for the vote.

9. Action/Discussion Items:

- 9.1 Approve Crescent Park Playground Maintenance Agreement with City of Vallejo (Legal Counsel)

Legal Counsel provided copies of additional language requested by the City of Vallejo. After discussion, direction was provided to Legal Counsel regarding updates to the agreement language, the item will be returned to the board at a future meeting. No action taken. Director Ruiz was absent for the discussion.

- 9.2 Approval of Amendment to Memorandum of Understanding between the Greater Vallejo Recreation District and IBEW Local 1245 for 2026-2029 (Legal Counsel)



Director Stewart offered the motion to approve the Amendment to Memorandum of Understanding between the Greater Vallejo Recreation District and IBEW Local 1245 for 2026-2029. Motion passed, Director Ruiz was absent for the vote.

9.3 Discussion and Possible Action on Options for Board Meeting Streaming and/or Video Posting (Sloan)

After discussion, board consensus was to try Option A and move towards Option B for the next budget cycle. No action taken

10. Staff Updates:

Interim General Manager and Staff provided highlights from items included in their reports.

11. Announcements and Comments from Board Members:

Chairperson Judt announced he is looking forward to attending the Nightmare on Glenn Street event. He invited the other board members to join him at the event.

12. Executive Session:

At 8:24pm Chairperson Judt convened to executive session

12.1 Public Employee Appointment; pursuant to Government Code Section 54957

Title: General Manager

12.2 Conference with Labor Negotiators; pursuant to Government Code Section 54957.6

Agency Designated Representatives: Andrew Shen, Legal Counsel; Seanzell Lewis, Human Resources Director; Liz Brown, MRG

Unrepresented Employee: General Manager

At 9:46pm Chairperson Judt re-convened to regular session and reported the following: Direction Given

13. Meeting Adjourn: 9:46pm

Nicole Person, Board Secretary



Agenda 8.1

BOARD COMMUNICATION

Date: October 22, 2026

TO: Board Chairperson and Directors
Pamela Sloan, Interim General Manager

FROM: Andrew Shen, Legal Counsel

SUBJECT: General Manager Memorandum of Understanding (MOU) with Brad Helfenberger

BACKGROUND AND DISCUSSION

On February 9, 2026, former General Manager Gabriel Lanusse notified the Board of Directors (Board) of his resignation from the Greater Vallejo Recreation District (GVRD). Mr. Lanusse's resignation provided that April 17, 2026, would be his last day in the office.

Given this timeframe, the Board hired Pamela Sloan to serve as Interim General Manager while GVRD conducted a recruitment for a new General Manager. After a competitive recruitment process, the Board has selected Brad Helfenberger to serve as the new General Manager, starting on Monday, December 7, 2026.

Professional Background

Brad Helfenberger brings more than 25 years of local government experience, with a career spanning parks and recreation leadership, executive management, and organizational administration. Most recently, he served the City of Antioch initially as its Parks and Recreation Director, overseeing 34 parks, two community centers, a senior center, and the Antioch Water Park. During his tenure, he revitalized the Antioch Senior Center, increased participation and revenue at the Water Park, and established a special events program that had been dormant for nearly a decade.

He subsequently served as Assistant City Manager, with responsibilities encompassing citywide operations, financial management, personnel matters, organizational restructuring, and City Council support. Before joining the City of Antioch, Mr. Helfenberger spent more than a decade with the City of Emeryville, where he played a key role in developing and implementing the Emeryville Center of Community Life (ECCL), an innovative partnership with the Emery Unified School District that brought a K–12 public school, community center, aquatics center, and sports facilities together on a single campus.

Terms of General Manager MOU

Mr. Helfenberger's MOU largely tracks the agreement between former General Manager Lanusse and the District. (GVRD's MOUs with Mr. Lanusse are available on the district's "Human Resources" webpage.) Under the MOU, Mr. Helfenberger would begin as General Manager on Monday, December 7, 2027. The MOU provides for a three-year term of employment.

Mr. Helfenberger's MOU includes the following economic terms:

- Initial Base Salary: \$245,000 annual salary.
- Executive Leave: The MOU provides 14 days of executive leave per year (with the ability to "cash out" up to seven days each year). The MOU will also approve Mr. Helfenberger's use of executive leave between December 21-24, 2026.
- Vacation: Vacation would accrue at the rate of 25 days a year, or approximately 7.7 hours per pay period.
- Merit Increase: The Board may provide a further merit increase, between 0-5%, tied to the General Manager's annual evaluation. Any merit increase would be effective by the first full pay period in January, starting in January 2028, subject to the maximum salary established for the General Manager job classification.
- Cost-of-Living Adjustment (COLA): The Base Salary would also incorporate a COLA based upon the annual change in the Consumer Price Index (CPI-U), West Size Class B/C (All Items), provided that any COLA adjustment would be restricted to 2-5%. Such COLA adjustments will be effective by the first full pay period in January, starting in January 2028. Historical data regarding this CPI-U is included as an attachment.

The MOU also includes adjustments to the following provisions:

- Cash-Out of Leave: The MOU specifies that the election any "cash-out" of executive or annual leave must be done in the calendar year prior to the cash-out.
- CalPERS: The MOU also specifies the General Manager is a classic (legacy) member of the California Public Employees' Retirement System (CalPERS) and will be enrolled in the District's CalPERS retirement plan under the 2.5% at age 55 retirement benefit formula. The General Manager would contribute six percent (6%) of his pensionable pay as a member contribution, as provided in GVRD's MOU with the former General Manager. (The standard contribution rate for GVRD employees is 7%.)
- Goals for Annual Evaluation: For the General Manager's first annual evaluation, the performance goals and objectives would include, but not be limited to: Youth Positive Development, Methods to Evaluate District Programs, and Leadership and Board Relations.
- Arbitration: The proposed MOU also clarifies the scope of the current arbitration provision. Arbitration would continue to only apply to disputes arising from the interpretation or breach of the MOU. But the additional provisions would emphasize that the arbitration would be mutual, specify the scope of excluded claims, require a written award, and explicitly waive the right to a jury trial.

The MOU has been approved as to form, and Mr. Helfenberger has reviewed and executed the agreement included as an attachment.

RECOMMENDATION

Staff recommends that the Board approve the proposed three-year agreement with Brad Helfenberger to serve as GVRD's General Manager.

FISCAL IMPACT

Approval of the three-year agreement would increase GVRD's compensation for its General Manager, as specified above.

ATTACHMENTS

Consumer Price Index (CPI-U), West Size Class B/C (All Items)
General Manager MOU with Brad Helfenberger

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Consumer Price Index Overview Table – West

Consumer Price Index for All Urban Consumers (CPI-U): Selected areas, all items index, not seasonally adjusted (1982-84=100 unless otherwise noted)

Area (Links provide news releases)	Back data	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Percent change to Sep 2026 from			Percent change to Aug 2026 from		
						Sep 2025	Jul 2026	Aug 2026	Aug 2025	Jun 2026	Jul 2026
U.S. City Average		333.952	333.918	334.980	336.940	3.7	0.9	0.6	3.4	0.3	0.3
Northeast region(1)		349.552	349.414	349.921	351.570	4.2	0.6	0.5	3.9	0.1	0.1
Northeast - Size Class A (over 2.5 million)		354.473	355.021	355.292	357.150	4.4	0.6	0.5	4.1	0.2	0.1
Northeast - Size Class B/C (2.5 million or less)(2)		205.352	204.836	205.287	206.139	4.1	0.6	0.4	3.6	0.0	0.2
New England(3)		132.786	132.642	132.846	133.813	4.3	0.9	0.7	3.4	0.0	0.2
Middle Atlantic(3)		134.568	134.554	134.744	135.236	4.2	0.5	0.4	4.1	0.1	0.1
Midwest region(4)		310.937	310.304	311.627	314.359	4.2	1.3	0.9	3.6	0.2	0.4
Midwest - Size Class A (over 2.5 million)		308.944	308.222	308.920	311.559	3.4	1.1	0.9	2.9	0.0	0.2
Midwest - Size Class B/C (2.5 million or less)(2)		199.894	199.520	200.592	202.375	4.8	1.4	0.9	4.1	0.3	0.5
East North Central(3)		134.537	134.460	135.058	136.242	4.3	1.3	0.9	3.6	0.4	0.4
West North Central(3)		135.629	134.928	135.449	136.638	4.1	1.3	0.9	3.7	-0.1	0.4
South(5)		322.280	322.638	323.394	325.120	3.4	0.8	0.5	3.1	0.3	0.2
South - Size Class A (over 2.5 million)		327.119	327.674	327.903	329.474	3.0	0.5	0.5	2.9	0.2	0.1
South - Size Class B/C (2.5 million or less)(2)		204.188	204.338	205.030	206.194	3.7	0.9	0.6	3.3	0.4	0.3
South Atlantic(3)		137.389	137.464	137.547	138.304	3.5	0.6	0.6	3.2	0.1	0.1
East South Central(3)		136.041	136.112	137.017	137.467	4.2	1.0	0.3	3.9	0.7	0.7
West South Central(3)		130.543	130.870	131.402	132.172	3.0	1.0	0.6	2.7	0.7	0.4
West region(6)		353.605	353.569	355.254	357.131	3.4	1.0	0.5	3.2	0.5	0.5
West - Size Class A (over 2.5 million)		365.215	365.632	366.991	369.362	3.8	1.0	0.6	3.5	0.5	0.4
West - Size Class B/C (2.5 million or less)(2)		205.301	204.980	206.210	207.014	3.0	1.0	0.4	2.9	0.4	0.6
Mountain(3)		138.149	138.104	139.197	139.956	3.3	1.3	0.5	3.1	0.8	0.8
Pacific(3)		137.189	137.188	137.662	138.380	3.5	0.9	0.5	3.3	0.3	0.3
Metropolitan areas published monthly											
Chicago-Naperville-Elgin, IL-IN-WI		309.915	309.462	310.890	313.415	2.9	1.3	0.8	2.4	0.3	0.5
Los Angeles-Long Beach-Anaheim, CA		354.325	355.311	356.993	358.725	3.7	1.0	0.5	3.6	0.8	0.5
New York-Newark-Jersey City, NY-NJ-PA		360.529	362.189	362.328	363.870	4.5	0.5	0.4	4.3	0.5	0.0
Metropolitan areas published in January, March, May, July, September, and November											
Atlanta-Sandy Springs-Roswell, GA		327.650		328.150					2.9	0.2	

Area (Links provide news releases)	Back data	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Percent change to Sep 2026 from			Percent change to Aug 2026 from		
						Sep 2025	Jul 2026	Aug 2026	Aug 2025	Jun 2026	Jul 2026
Baltimore-Columbia-Towson, MD(7)		334.324		333.784					2.3	-0.2	
Detroit-Warren-Dearborn, MI		310.851		310.817					3.7	0.0	
Houston-The Woodlands-Sugar Land, TX		281.293		282.338					1.3	0.4	
Miami-Fort Lauderdale-West Palm Beach, FL		369.764		370.123					3.7	0.1	
Philadelphia-Camden-Wilmington, PA-NJ-DE-MD		342.280		340.008					4.2	-0.7	
Phoenix-Mesa-Scottsdale, AZ(8)		190.704		191.724					2.5	0.5	
San Francisco-Oakland-Hayward, CA		369.913		370.130					3.4	0.1	
Seattle-Tacoma-Bellevue, WA		380.849		381.123					4.4	0.1	
St. Louis, MO-IL		302.095		302.675					2.9	0.2	
Urban Alaska		280.761		282.910					3.3	0.8	
Metropolitan areas published in February, April, June, August, October, and December											
Boston-Cambridge-Newton, MA-NH			359.707		362.575	3.8	0.8				
Dallas-Fort Worth-Arlington, TX			311.093		313.240	3.0	0.7				
Denver-Aurora-Lakewood, CO			349.209		353.428	4.0	1.2				
Minneapolis-St. Paul-Bloomington, MN-WI			317.850		321.701	3.6	1.2				
Riverside-San Bernardino-Ontario, CA			142.088		142.969	3.6	0.6				
San Diego-Carlsbad, CA			400.877		409.029	4.7	2.0				
Tampa-St. Petersburg-Clearwater, FL(9)			315.964		315.640	1.9	-0.1				
Urban Hawaii			367.836		368.586	5.2	0.2				
Washington-Arlington-Alexandria, DC-VA-MD-WV(7)			335.716		338.730	4.1	0.9				
Footnotes (1) The Northeast region includes the New England and Middle Atlantic divisions. The New England division includes Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont. The Middle Atlantic division includes New Jersey, New York, and Pennsylvania. (2) December 1996=100. (3) December 2017=100. (4) The Midwest region includes the East North Central and West North Central divisions. The East North Central division includes Illinois, Indiana, Michigan, Ohio, and Wisconsin. The West North Central division includes Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, and South Dakota. (5) The South region includes the South Atlantic, East South Central, and West South Central divisions. The South Atlantic division includes Delaware, the District of Columbia, Florida, Georgia, Maryland, North Carolina, South Carolina, Virginia, and West Virginia. The East South Central division includes Alabama, Kentucky, Mississippi, and Tennessee. The West South Central division includes Arkansas, Louisiana, Oklahoma, and Texas. (6) The West region includes the Mountain and Pacific divisions. The Mountain division includes Arizona, Colorado, Idaho, Montana, Nevada, New Mexico, Utah, and Wyoming. The Pacific division includes Alaska, California, Hawaii, Oregon, and Washington. (7) 1998-2017 indexes based on a substantially smaller sample. (8) December 2001=100. (9) 1987=100. Source: Consumer Price Index The Consumer Price Index (CPI) measures changes in prices of all goods and services purchased for consumption by urban households.											

Schedule of [Upcoming Releases for the Consumer Price Index](#)

U.S. BUREAU OF LABOR STATISTICS Western Information Office Attn: EA & I, 90 Seventh Street Suite 14-100 San Francisco, CA 94103-6715

Telephone: 415-625-2270 www.bls.gov/regions/west [Contact Western Region](#)

EMPLOYMENT MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding for at-will employment is made by and between the GREATER VALLEJO RECREATION DISTRICT, Vallejo, California, a recreation and parks district (herein referred to as “District”) formed under applicable provisions of the Public Resources Code of the State of California, and BRAD HELFENBERGER (herein referred to as “General Manager,” and together with District, “the Parties”).

The MOU is made with reference to the following particulars:

(a) District employs Brad Helfenberger as General Manager to render the particular and special services of a professional nature in the administration and management of the affairs of District. Such services shall include, but not be limited to, those set forth in this MOU and in the District’s Policies and Procedures Manual.

(b) Section 5786.1(d) of the Public Resources Code of the State of California permits District, by and through its Board of Directors (hereinafter referred to as “Board”), to employ personnel by MOU for such purposes.

(c) This MOU is entered into by the Parties in the County of Solano, State of California.

IT IS THEREFORE AGREED:

1. TERM AND NATURE OF EMPLOYMENT:

(a) District employs Brad Helfenberger as General Manager for the District for a period of three (3) years commencing December 7, 2026, and ending December 6, 2029; said at-will employment is subject to the evaluation process set forth below, the general control of the General Manager by the Board, and termination of at-will employment as otherwise provided in this MOU.

(b) Should District determine that this MOU will not be renewed or extended at the end of the three-year term, or any extensions thereof, District shall provide General Manager with written notice of that decision no later than sixty (60) days prior to the expiration of the term or any extension thereof.

(c) Should General Manager determine that the MOU will not be renewed at the end of the three-year term, or any extensions thereof, General Manager shall provide District with written notice of that decision no later than sixty (60) days prior to the expiration of the term or any extension thereof.

2. GENERAL DUTIES:

General Manager is an at-will employee and serves at the discretion of the District’s Board, subject to the terms of Section 7, below. General Manager shall render and perform all services, acts or duties which are necessary, prudent or advisable for the management of the affairs of District, subject to, however, and in accordance with the statutes and laws of the State of California and of any other governmental authority to which District’s employees and agents may be subject, and subject to the District’s Policies and Procedures. General Manager shall also perform such

duties and carry out such other acts and functions as the Board shall, from time to time, direct. General Manager shall exercise supervision over the whole of District and its affairs so that the statutory duties and responsibilities required of District as a recreation and parks district are satisfied; shall serve District diligently and according to the best of his abilities in all respects; and shall generally do all things in the best interests of District that are usually done by persons occupying similar positions as General Manager of a recreation and parks district.

3. FULL-TIME DEVOTION TO BUSINESS:

General Manager shall devote the whole of his professional time, attention and energies to the performance of his duties as General Manager. General Manager shall not directly or indirectly render any services of a business, commercial, or professional nature, to any other person or organization, whether for compensation or otherwise, without first obtaining the written consent of the Board. This Section 3 shall not prohibit General Manager from participating in reasonable community activities, provided that the same does not conflict with his performance of his duties as General Manager.

4. RATE OF COMPENSATION:

(a) General Manager shall be compensated as follows:

During the three (3) year term of this MOU, namely, December 7, 2026, through December 6, 2029, and subject to merit increases and cost-of-living adjustments, District shall pay General Manager a base salary; as of December 7, 2026, the General Manager's salary shall be Two Hundred Forty-Five Thousand Dollars (\$245,000) annually ("Base Salary"). The Base Salary shall be paid in equal bi-weekly installments every other Friday throughout the term of the MOU.

(b) After his annual evaluation, as established in Section 6, General Manager may, at the sole discretion of District's Board, receive a merit increase between zero to five percent (0-5%) of his Base Salary for the preceding calendar year. Any such merit increase will be effective by the first full pay period in January, starting in January 2028, subject to the maximum salary established for the General Manager job classification.

(c) At the time that the Board completes its annual evaluation, and makes its determination regarding a merit increase, the General Manager's Base Salary shall also incorporate a cost-of-living adjustment (COLA). This COLA shall be based upon the annual change in the Consumer Price Index (CPI-U), West Size Class B/C (All Items); provided that the COLA shall not be less than 2% nor greater than 5%. If the COLA is less than 2%, General Manager shall receive 2%. If the COLA is more than 5%, General Manager shall receive 5%. If the COLA is between 2% and 5%, General Manager shall receive the annual change in the Consumer Price Index (CPI-U) identified above. Such COLA adjustments will be effective by the first full pay period in January, starting in January 2028.

(d) Salary adjustments herein shall not be governed by the District Policy and Procedure Manual, but rather by the terms of this MOU.

(e) In all other respects, the District Policy and Procedure Manual and/or District Personnel Rules and Regulations shall apply to the relationship between General Manager and

District except as may be modified by this MOU. In the event that there is a conflict between this MOU and the District Policy and Procedures, the terms of the MOU shall control.

(f) The General Manager is a classic (legacy) member of the California Public Employees' Retirement System (CalPERS) and shall be enrolled in the District's CalPERS retirement plan under the 2.5% at age 55 retirement benefit formula, subject to applicable CalPERS laws and regulations and the terms of the District's CalPERS contract. General Manager shall contribute six percent (6%) of his pensionable pay as a member contribution in each year of the term of this MOU and any extensions or renewals thereof, consistent with applicable CalPERS requirements.

5. GENERAL MANAGER BENEFITS:

General Manager shall be entitled to all benefits, including but not limited to retirement benefits, vacation and sick pay, health, medical, vision, and dental plans, paid holidays, and executive leave, if applicable, which are now offered to employees of the District and in the same manner as are offered to said employees, except as specifically modified by this MOU.

(a) District shall pay for medical insurance for General Manager and his immediate family in the amount of seventy-five percent (75%) of the then-current Kaiser Permanente rate or seventy-five percent (75%) of the then-current Blue Cross rate for employee and family medical coverage, at the option of General Manager, during the term of this MOU.

(b) District shall pay, on behalf of General Manager and his immediate family, the current vision coverage provided through District's chosen vision insurance company and the dental plan provided through District's chosen dental insurance company. General Manager shall be responsible for any co-pays or costs not covered by said plans.

(c) District shall provide a District-owned automobile for the use of General Manager, during the term of this MOU and any renewals or extensions thereof unless otherwise modified by the Board. The automobile shall be a small or compact fully-electric vehicle (not a hybrid). The automobile shall display District logos and shall carry lights capable of flashing on top. General Manager may use the vehicle to conduct the business of the District and for commuting between his home and the District offices. General Manager shall not use the vehicle for other personal or family purposes such as shopping, vacations, miscellaneous trips, etc. General Manager shall be responsible, at his own expense, for charging the vehicle's batteries, except that District may in its discretion install a charging station at the District offices, in which case General Manager may use such charging station at no cost to General Manager. District shall provide automobile insurance and automobile maintenance. Other than as set forth in this subsection 5(c), no car allowance or mileage reimbursement shall be provided to General Manager. The automobile shall at all times remain the property of District, and upon termination of this MOU and any extensions thereof, General Manager shall return the vehicle to the District offices.

(d) General Manager shall be allowed to attend conferences organized by California Park and Recreation Society (CPRS), California Special Districts Association (CSDA), California Association of Parks and Recreation Districts (CAPRD), and National Recreation and Park Association (NRPA), and other professional development programs after having first obtained the approval of the Board or its designee, provided that the expenses for said conference(s) do

not exceed the annual budget therefor, which budget will be established by the District and General Manager on an annual basis. Any costs and/or expenses in excess of said budget shall be incurred at the sole expense of General Manager. District shall pay the reasonable costs and expenses within the budget upon formal request to District by General Manager with appropriate written documentation as required by the District Policy Manual.

(e) In addition to the conferences described in section 5(d), General Manager may wish to obtain additional professional education and/or training and be reimbursed for the expense thereof by District. In such cases General Manager shall request, in advance, the approval of the Board. The Board will consider any such requests on a case-by-case basis and will grant or deny the requests at its discretion.

(f) District shall provide General Manager with a cell phone and pay the reasonable cost thereof. The cell phone shall remain the property of the District.

(g) District shall provide General Manager with a laptop computer, tablet, e-mail, and internet access and shall pay the costs thereof which are included in District's plan for business use. The computer, tablet, and any software and/or access shall remain the property of the District.

(h) District will reimburse General Manager for reasonable business expenses incurred on behalf of District. General Manager shall submit his request for reimbursement of the reasonable business expenses on a monthly basis.

(i) District shall reimburse General Manager for dues associated with community service and professional organizations. General Manager shall submit his request for reimbursement for said dues on an annual basis.

(j) General Manager shall be entitled to fourteen (14) days of executive leave to be taken within each fiscal year. Executive leave does not accumulate year to year. The Board has approved the General Manager's use of executive leave from December 21, 2026, through December 24, 2026. Once each calendar year, District shall pay General Manager for up to seven (7) days of unused executive leave at his then-current salary, provided that General Manager shall be required to make such a request during the prior calendar year.

(k) General Manager shall accrue annual leave (vacation) at the rate of 25 days per year. General Manager may accumulate up to three hundred sixty (360) hours of annual leave. General Manager may sell back annual leave in accordance with this subsection 5(k).

(i) In order to be eligible to sell back any annual leave hours, General Manager must have at least two hundred forty (240) hours in his account at the time he requests to sell annual leave hours.

(ii) The maximum number of annual leave hours that General Manager may sell back in any calendar year is sixty (60) hours.

(iii) Once each calendar year, District shall pay General Manager for annual leave that he sells back at his then-current salary, provided that General Manager shall be required to make such a request during the prior calendar year.

(l) District shall provide, at its own expense, term life insurance which insures the life of General Manager in the amount of One Hundred Fifty Thousand Dollars (\$150,000).

6. EVALUATION OF GENERAL MANAGER:

(a) The Board and General Manager shall annually develop and agree upon performance goals and objectives that shall serve as the basis for the annual evaluation of General Manager. For the General Manager's first annual evaluation, the performance goals and objectives shall include, but not be limited to: Youth Positive Development, Methods to Evaluate District Programs, and Leadership and Board Relations. The Board, or its designee, and General Manager may also meet as needed to make modifications to the goals and objectives.

(b) The Board and General Manager shall agree upon a written evaluation format which shall be used for reporting the results of the evaluation.

(c) If the majority of the Board concludes that the performance of General Manager is unsatisfactory in any particulars, the Board shall then identify in writing the specific areas of concern and provide written recommendations for improvement. The Board will then set a date within six (6) months of the date of the written recommendations for another evaluation of General Manager.

7. TERMINATION OF EMPLOYMENT:

(a) If General Manager willfully breaches or habitually neglects his duties as General Manager or commits acts of dishonesty, fraud, misrepresentation or acts of moral turpitude as would prevent the effective performance of his duties, District may, at its option, terminate his at-will employment.

(i) District may at its option terminate this MOU for the reasons stated in subsection 7(a) above by giving written notice of termination to General Manager without prejudice to any other remedy to which District may be entitled to under law, in equity, or under this MOU.

(ii) The notice of termination required by this subsection 7(a) shall be in writing and shall specify the grounds for the termination and shall be supported by a statement of all relevant facts. The termination shall be effective two calendar weeks after notice is given.

(iii) Termination under subsection 7(a) shall be considered "for cause" for the purposes of this MOU.

(iv) In the event General Manager's employment is terminated for cause, all obligations of District under this MOU to pay salary or other compensation to General Manager, or provide benefits to General Manager, shall cease on the effective date of the termination. The term "for cause" in this subsection 7(a)(iv) relates only to potential eligibility for severance and does not in any way alter the at-will employment of the General Manager.

(b) This MOU and all rights and obligations pursuant thereto shall be terminated upon the death of General Manager.

(c) DISTRICT reserves the right to terminate General Manager's employment if General Manager suffers any mental or physical disability that renders General Manager unable to

perform the essential functions of his position, even with reasonable accommodation, for four months in any twelve-month period and if there is no vacant position to which the General Manager could be transferred and for which he is qualified. Termination pursuant to this subsection 7(c) shall be accomplished by giving ten (10) calendar days written notice of termination to General Manager. Termination under this subsection 7(c) shall not be considered "for cause" for the purpose of this MOU. Termination pursuant to this subsection shall be supported by the written opinion of a qualified physician and/or psychiatrist/psychologist who regularly practices in the same field(s) of medical specialty as General Manager's disability.

(d) The Board may determine to terminate the employment of General Manager during the term of this MOU if a majority of the Board votes to do so and sixty (60) days' written notice is provided to General Manager. If the Board terminates this MOU pursuant to this subsection 7(d), General Manager shall receive his then-current Base Salary and the health benefits specified in subsections 5(a) and (b) above (except as provided below) for a period not to exceed the number of months left on the unexpired initial term of the MOU, or, if the MOU has theretofore been extended pursuant to subsection 1(b), not to exceed the number of months left on the extended term of the MOU, but in any case not to exceed eighteen (18) months ("Severance Period"). Receipt of such severance is conditioned upon the General Manager executing a waiver and release agreement waiving all claims against the District to the extent allowed by law, in a form acceptable to the District. In the event that General Manager accepts other employment with benefits during the Severance Period, the health benefits set forth herein shall cease. No noncash items except the health benefits specified in subsections 5(a) and (b) above shall be paid during the Severance Period. Any future cost of living increases and/or merit increases which had been scheduled but not yet provided to General Manager at the time of termination under this subsection 7(d) shall not be included in the calculation of Severance Period compensation. Termination under this subsection 7(d) shall not be considered "for cause" for the purpose of this MOU. In the event of General Manager's termination without cause, the severance pay and other benefits provided for in this subsection 7(d) shall be General Manager's sole remedy.

(e) General Manager may determine to terminate his employment with District during the term of the MOU by providing sixty (60) days' written notice to District. Upon the conclusion of the notice period, all obligations of District under this MOU to pay salary or other compensation to General Manager, or provide benefits to General Manager, shall cease.

8. MEDIATION:

Any controversy or claim arising out of or related to this MOU involving the construction or application of any terms or conditions of this MOU or the alleged breach thereof shall be first submitted to mediation. The costs of mediation shall be borne equally by the Parties. No Party hereto shall commence arbitration under this MOU without first having participated in mediation. In the event either Party fails or refuses to mediate upon request of the other Party, and the other Party compels arbitration, the Party that failed or refused to mediate shall not be entitled to recover attorney's fees in the arbitration even if that Party would otherwise have been entitled to recover attorney's fees pursuant to Section 9.

9. ARBITRATION:

(a) Agreement to Arbitrate. Any controversy or claim which may arise between

District and General Manager involving the construction or application of any of the terms or conditions of this MOU or the alleged breach thereof, not successfully mediated, shall, on the written request of either Party, served on the other, be submitted to binding arbitration. This obligation is mutual, and it applies equally to claims the General Manager may assert against the District and to claims the District may assert against the General Manager. The arbitration shall comply with and be governed by the provisions of the California Arbitration Act, sections 1280, *et seq.*, of the California Code of Civil Procedure, as the same may be amended.

(b) **Excluded Claims.** This arbitration provision does not apply to, and nothing in it limits either party's right to pursue: (i) claims for workers' compensation benefits or unemployment insurance benefits; (ii) the filing of an administrative charge or complaint with, or participation in a proceeding before, the California Civil Rights Department, the Equal Employment Opportunity Commission, the National Labor Relations Board, or any comparable federal, state, or local agency; (iii) a claim alleging sexual assault or a sexual harassment dispute; and (iv) any other claim that, as a matter of law, the Parties cannot agree to arbitrate.

(c) **Arbitrator Selection.** District and General Manager shall each appoint one person to hear and determine the dispute, and the two arbitrators thus selected shall choose and appoint a third arbitrator. A majority decision of the panel shall be final and conclusive upon both Parties.

(d) **Written Award.** The panel shall issue a written award setting forth the essential findings and conclusions on which it is based. The award shall be final and binding and subject to judicial review and confirmation, correction, or vacatur as provided by the California Arbitration Act.

(e) **Fees and Costs.** The District shall pay the arbitrator's fees and all costs and expenses unique to the arbitration (including the administering organization's fees). The General Manager shall not be required to bear any type of expense that the General Manager would not be required to bear if the claim were brought in court. Each Party otherwise bears its own attorneys' fees and costs, except that the panel may award reasonable attorneys' fees and costs to the prevailing party on any claim for which such an award is required or permitted by applicable law.

(f) **Waiver of Jury Trial.** **BY AGREEING TO THIS PROVISION, THE DISTRICT AND THE GENERAL MANAGER KNOWINGLY AND VOLUNTARILY WAIVE ANY RIGHT TO A TRIAL BY JURY OF ANY CLAIM SUBJECT TO ARBITRATION UNDER THIS SECTION 9.**

(g) **Acknowledgement.** The General Manager acknowledges having read and understood this provision and the rights being waived. _____ (General Manager's initials)

10. ENTIRE AGREEMENT:

This MOU supersedes any and all other agreements, either oral or in writing, between the Parties with respect to the employment of General Manager by District and contains all of the covenants and agreements between the Parties with respect to that employment in any manner whatsoever. Each Party to this MOU acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any Party, or anyone acting on

behalf of any Party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this MOU shall be valid or binding on either Party.

11. MODIFICATIONS:

Any modification of this MOU will be effective only if it is in writing and signed by both Parties to this MOU.

12. EFFECT OF WAIVER:

The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions of this MOU by the other Party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

13. PARTIAL INVALIDITY:

If any provision of this MOU is held by an arbitrator or court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

14. LAW GOVERNING MOU:

This MOU shall be governed by and construed in accordance with the laws of the State of California, and if there is any arbitration and/or litigation regarding the terms of this MOU, the appropriate venue is Solano County, California.

15. NOTICES:

Any notices to be given hereunder by either Party to the other shall be in writing and shall be transmitted by personal delivery or by first-class mail, postage prepaid, to the addresses shown below. Such notices shall also be emailed to the addresses shown below.

If to District:

Clerk of the Board
Greater Vallejo Recreation District
395 Amador Street
Vallejo CA 94590, and
kpierson@gvrd.org
BoardofDirectors@gvrd.org

With copy to:

Andrew Shen
Renne Public Law Group
350 Sansome Street, #300
San Francisco CA 94104, and
ashen@publiclawgroup.com

If to General Manager:

Brad Helfenberger
Greater Vallejo Recreation District
395 Amador Street
Vallejo CA 94590, and
bhelfenberger@gvrd.org

Notice shall be deemed to have been effective at the time of receipt if given by personal

delivery or on the fifth calendar day after the date of mailing if given by mail.

16. EFFECTIVE DATES:

This MOU shall be effective from and after December 7, 2026, through December 6, 2029, unless terminated sooner as set forth above.

17. RIGHT TO ATTORNEY:

By his signature hereto, General Manager acknowledges that he had the right to representation by an attorney during the negotiations leading to this MOU and opted not to exercise that right. General Manager further acknowledges that Andrew Shen has represented the Board and District in all negotiations resulting in the negotiation and preparation of this MOU.

Dated: Oct____, 2026

GREATER VALLEJO RECREATION DISTRICT

By: _____
THOMAS JUDT
Chairperson, Board of Directors

Dated: Oct^{16, 2026}____, 2026

DocuSigned by:
Brad Helfenberger
By: _____
BRAD HELFENBERGER, General Manager

APPROVED AS TO FORM:

Signed by:
Andrew Shen
By: _____
ANDREW SHEN, Attorney for District



Agenda 8.2

BOARD COMMUNICATION

Date: October 22, 2026

TO: Board Chairperson and Directors

FROM: Pam Sloan, Interim General Manager

SUBJECT: RESOLUTION of the Board of Directors of the Greater Vallejo Recreation District Approving the Application for Statewide Park Development and Community Revitalization Program for City Park Project

BACKGROUND AND DISCUSSION

GVRD is planning on submitting an application for the Statewide Park Development and Community Revitalization Program (SPP) competitive grant for upgrades to City Park. The State Department of Parks and Recreation require the applicants to certify by resolution the approval to submit application before submission to the State

RECOMMENDATION

Approve the resolution for the City Park project application

ALTERNATIVES CONSIDERED

None

COST

None

COMMITTEE REVIEW

None

PROPOSED ACTION

Approve resolution to comply with state application requirements

DOCUMENTS AVAILABLE FOR REVIEW

Resolution 2026-08



RESOLUTION NUMBER 2026-08

RESOLUTION of the Board of Directors of the Greater Vallejo Recreation District Approving the Application for Statewide Park Development and Community Revitalization Program

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the **Statewide Park Development and Community Revitalization** Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the **Board of Directors** hereby: Approves the filing of an application for the **City Park Project**; and

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to **General Manager** to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

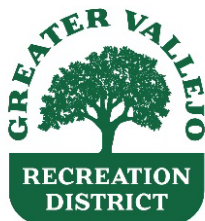
Approved and adopted the 22 day of 10 (Oct), 2026.

I, the undersigned, hereby certify that the foregoing Resolution Number: 2026-08 was duly adopted by the Board of Directors following a roll call vote:

Ayes: _____ Noes: _____ Absent: _____

Attest: _____
Kimberly Pierson, Board Clerk

GVRD Board Chairperson, Thomas Judt



Agenda 8.3

BOARD COMMUNICATION

Date: October 22, 2026

TO: Board Chairperson and Directors

FROM: Noel Parkhurst, Finance Director

SUBJECT: Summary of FY 2026/27 Cash Flow Projections Through 06/30/27

SUMMARY

The Fiscal year 2026/27 Cash Flow Projections through 06/30/27 have been provided with Actuals through August 31, 2026.

The total Beginning Cash on Hand is \$9,512,456. The District Begins the year with reserve balances totaling \$7,634,582 and an Unassigned Cash Balance of \$1,877,874. The District would not have cash reserve of this significance if it were not for the One-Time Funds received in the prior fiscal year. The Cash Flow Projections Report is based on the Adopted FY 2026/27 Budget with adjustments to account for timing differences of cash inflows and outflows. The report represents an estimate only, and is based on information available to staff at the time of creating the report. The report will be updated throughout the year with actual activity and adjustments as the fiscal picture develops.

The Cash Flow Projections Report estimates the District ending the fiscal year with a Net Deficit, or Expenditures over Revenue, of (\$57,801). This is a difference of (\$248,458) compared to the budgeted surplus of \$190,657.

The difference between the projected deficit and the budgeted surplus is driven by budgeted Capital Projects of \$142,900 funded by the Capital Projects Funds from FY 2025/26, accruals for revenue and expenditures totaling \$214,442 and unbudgeted revenue of \$643,605 and unbudgeted expenditures of \$620,000. The unbudgeted revenue is comprised of \$300K in Measure P Grant funds from the City of Vallejo and \$343,605 in one-time Impact Fees revenue from the Sereno Village. The unbudgeted expenditure includes \$100K for first year Measure P expenditures and \$520K of Capital Expenditures taken from the fiscal year 2025/26 surplus, which was approved by the Board of Directors.

The report predicts the District will end FY 2026/27 with an estimated cash balance of \$9,454,655. The cash on hand will be represented in the funds listed below:

\$1,352,108 - Restricted Retiree Benefit Reserves
\$1,982,474 - Committed 15% Operational Reserve
\$ 200,000 - Remaining Measure P Grant for years 2 and 3
\$4,300,000 - Operating Reserves to fund first 6 months of operations
\$1,620,073 - Unassigned Cash Reserves
\$9,454,655 – Total Estimated Cash Balance at 06/30/2027

Greater Vallejo Recreation District
FY26-27 Projected Cash Flow to Year End

Actuals Through 08/31/26

	7/3/2026 Actuals	8/3/2026 Actuals	Sep-26	Oct-26	Nov-26	Dec-26	6 Months YTD Total	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	FY 26-27 Projected Total
Beginning Cash Balance	\$ 9,512,456	\$ 8,758,315	\$ 8,354,909	\$ 7,792,511	\$ 7,573,488	\$ 6,781,082		\$10,156,506	\$9,417,350	\$8,740,506	\$7,841,827	\$10,621,181	\$9,705,720	\$ -
Revenue														\$6,410,778
Property Tax	\$166	\$889	\$543	\$0	\$0	\$3,243,655	\$3,245,253	\$10,535	\$0	\$0	\$2,600,146	\$180,888	\$373,956	
Measure K	\$0	\$0	\$0	\$0	\$0	\$1,076,862	\$1,076,862	\$0	\$0	\$0	\$972,634	\$0	\$107,868	
Intergovernmental Revenue	\$343,605	\$533,120	\$202,413	\$311,345	\$0	\$196,687	\$1,587,169	\$0	\$156,453	\$3,980	\$141,476	\$439,441	\$273,744	
Charges for Services	\$94,242	\$33,639	\$73,184	\$35,377	\$24,163	\$30,970	\$291,576	\$33,578	\$37,328	\$45,733	\$61,495	\$77,472	\$105,715	
Rents: Use of Facilities/Equipment	\$49,361	\$23,177	\$74,922	\$80,667	\$25,720	\$23,830	\$277,677	\$72,634	\$21,480	\$89,874	\$48,897	\$92,001	\$61,835	
Use of Money & Property (Contract Rents,Leases,	\$12,325	\$8,849	\$8,364	\$21,673	\$8,364	\$8,369	\$67,944	\$17,185	\$8,364	\$8,364	\$36,680	\$8,364	\$47,922	
Grants	\$0	\$0	\$0	\$300,000	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	
Donations	\$474	\$0	\$0	\$0	\$0	\$0	\$474	\$0	\$0	\$0	\$0	\$0	\$0	
Other Revenue	\$3,618	\$3,426	\$0	\$0	\$0	\$0	\$7,044	\$0	\$0	\$0	\$0	\$40,500	\$0	
Other Revenue - Sale of Assets	\$2,919	\$2,919	\$2,919	\$2,919	\$2,919	\$2,919	\$17,512	\$2,919	\$2,919	\$2,919	\$2,919	\$2,919	\$2,919	
														\$13,065,564
Total Revenue	\$506,708	\$606,018	\$362,345	\$751,982	\$61,166	\$4,583,292	\$6,871,510	\$136,851	\$226,543	\$150,870	\$3,864,248	\$841,585	\$973,958	
Expenses														
Full-Time Salaries	\$276,561	\$330,366	\$270,475	\$405,712	\$270,475	\$270,475	\$1,824,063	\$270,475	\$270,475	\$270,475	\$405,712	\$270,475	\$270,475	
Part-Time Salaries	\$208,557	\$260,630	\$157,008	\$214,457	\$141,805	\$113,794	\$1,096,251	\$99,564	\$118,665	\$120,184	\$147,547	\$193,985	\$185,677	
Employee Benefits (including retirees)	\$163,403	\$83,147	\$93,473	\$22,144	\$14,883	\$93,473	\$470,523	\$157,206	\$157,206	\$235,796	\$164,467	\$157,206	\$157,206	
CalPERS	\$48,192	\$56,586	\$49,018	\$73,521	\$49,019	\$49,020	\$325,354	\$49,023	\$49,018	\$49,017	\$73,521	\$49,022	\$49,018	
Services & Supplies	\$483,940	\$153,622	\$180,066	\$178,128	\$211,033	\$490,321	\$1,697,110	\$191,890	\$224,563	\$242,798	\$205,524	\$206,688	\$275,079	
Computer Services, Software & Equipment	\$28,998	\$60,824	\$10,739	\$11,067	\$10,739	\$2,889	\$125,257	\$24,729	\$19,100	\$40,247	\$10,958	\$10,739	\$48,097	
County Tax Collection Fee	\$0	\$0	\$0	\$17	\$0	\$0	\$17	\$13	\$0	\$0	\$39	\$0	\$3,931	
Professional Services	\$51,198	\$54,754	\$135,016	\$37,012	\$44,270	\$38,949	\$361,200	\$39,161	\$35,413	\$62,085	\$48,180	\$53,165	\$46,593	
Facilities Maintenance Expense	\$0	\$9,496	\$28,947	\$28,947	\$28,947	\$28,947	\$125,285	\$28,947	\$28,947	\$28,947	\$28,947	\$28,947	\$28,947	
Other Post Employment Benefit (OPEB)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Transfer to Debt Service (POB)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$329,818	\$0	
Capital Outlay & CIP	\$0	\$0	\$0	\$0	\$82,400	\$120,000	\$202,400	\$15,000	\$0	\$0	\$0	\$457,000	\$160,000	
Total Expenses	\$1,260,848	\$1,009,425	\$924,743	\$971,005	\$853,572	\$1,207,867	\$6,227,459	\$876,007	\$903,387	\$1,049,548	\$1,084,895	\$1,757,045	\$1,225,024	\$13,123,365
Net Revenue	(\$754,140)	(\$403,407)	(\$562,398)	(\$219,023)	(\$792,406)	\$3,375,424	\$644,051	(\$739,157)	(\$676,844)	(\$898,678)	\$2,779,353	(\$915,460)	(\$251,066)	(\$57,801)
Cash Balance	\$ 8,758,315	\$ 8,354,909	\$ 7,792,511	\$ 7,573,488	\$ 6,781,082	\$ 10,156,506	\$ 10,156,506	\$9,417,350	\$8,740,506	\$7,841,827	\$10,621,181	\$9,705,720	\$9,454,655	\$9,454,655
Cash - Restricted Retiree Benefit	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$ 1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108	\$1,352,108
Cash - Committed: 15% Reserve	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$ 1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474	\$1,982,474
Cash - Measure P Reserves	\$0	\$0	\$0	\$200,000	200,000	200,000	\$ 200,000	200,000	200,000	200,000	200,000	200,000	200,000	\$200,000
First 6 month Operating Reserves	\$3,545,860	\$3,142,453	\$2,580,055	\$2,361,032	\$1,568,626	\$4,300,000	\$ 4,300,000	\$4,300,000	\$4,300,000	\$4,300,000	\$4,300,000	\$4,300,000	\$4,300,000	\$4,300,000
Cash - Unassigned	\$1,877,874	\$1,877,874	\$1,877,874	\$1,677,874	\$1,677,874	\$2,321,924	\$ 2,321,924	\$1,582,768	\$905,924	\$7,245	\$2,786,599	\$1,871,138	\$1,620,073	\$1,620,073

Interim General Manager Report
October 22, 2026

Wilson Park and City Park Grant Process: The District is working with the Townsend Public Affairs Grant Writers (approved by Board) on City Park SPP application and City of Vallejo on Wilson Park SPP application. There is a lot of work to be done to make the deadline for these grants.

These two projects require assistance of a Landscape Architect to facilitate the community meetings, provide concept drawings and budget estimate for each project. The District has asked CALA (Landscape Architect) to facilitate the meetings, provide concept drawings and budget estimates as required by the application.

The District has set the scheduled required 5 meetings for each project. The purpose of these meetings is to receive community feedback on recreation features and amenities for each project. The dates for each of the project's meetings are seen in Attachment A. The deadline for the applications is December 17, 2026 so time is of essence.

Franklin Recreation Center Park Project Update: The District met with OGALs on Friday, October 16, 2026 to discuss the funding status for the Recreation Center Park Project. I have attached the minutes (Attachment B) from the meeting for your review.

2X 2 City of Vallejo Discussion: the City of Vallejo has invited the Interim General Manager to attend the monthly meeting between the City of Vallejo and the Vallejo City Unified School District. The meeting scheduled for October has been cancelled and the next meeting is scheduled for January 2027.



COMMUNITY-BASED PLANNING

Connect • Share • Help Shape Your Neighborhood Park!

Join neighbors and community partners for an open conversation about the proposed ***Wilson Park Renovation Project***. We want to hear from **YOU** about concerns, ideas, and opportunities that matter most to you.

MEETING DETAILS		LIVE Weekday and Weekend			
Dates	Saturday 11/21/2026	Tuesday 12/01/2026	Saturday 12/03/2026	Saturday 12/12/2026	Monday 12/14/2026
Times	10 – 11:30 am	5:30 – 7:00 pm	5:30- 7:00 am	10:00- 11:30 am	2:00- 3:30 pm
Locations	GVRD Park, 401 Amador Street	Vallejo Community Center, 225 Amador Street	Vallejo Community Center, 225 Amador Street	GVRD Park, 401 Amador Street	Vallejo Community Center, 225 Amador Street

Your Voice Belongs Here

- The City of Vallejo is applying to the **Statewide Park Development Grant Program**
- **Share your Design ideas for NEW recreation features**, and ideas to make the park safe and beautiful to visit, play and relax
- **Connect with neighbors and get involved** to create better community recreational area
- Help us to identify what will work for Wilson Park by showing up at 1 or more community meetings.
A Grant Fact Sheet is available at each meeting to share with others.
- **Complete a Park Survey** to choose from a list of eligible park features you want to see

FREE AND OPEN TO ALL RESIDENTS

Light refreshments will be provided

Questions or accommodations?

[Shelee Loughmiller] • [707-648-8616] • [shelee.loughmiller@cityofvallejo.net]

Please request language, accessibility, or transportation support by [deadline]



GREATER VALLEJO
RECREATION
DISTRICT

We want
to hear
from you!

CITY PARK

COMMUNITY OUTREACH MEETING

SHARE IDEAS | PROVIDE INPUT | HELP SHAPE THE FUTURE

Join us for a series of community input meetings to share your ideas, provide feedback, and help shape the future of City Park.

The Statewide Park Development and Community Revitalization Program (SPP) is a competitive grant program creating new parks and new recreation opportunities in underserved communities across California.

GVRD is seeking SPP Proposition 4 funding to enhance City Park!

COMMUNITY MEETING DATES



WEDNESDAY
OCT 28
6:30 PM



SATURDAY
NOV 7
10:00 AM



TUESDAY
NOV 10
5:00 PM



SATURDAY
NOV 21
12:00 PM



WEDNESDAY
DEC 9
6:00 PM
HYBRID MEETING
(IN-PERSON & ZOOM)



**MEETING LOCATION
(IN-PERSON)**

GVRD Washington Building
900 Ohio Street
Vallejo, CA



**ZOOM LINK
(FINAL MEETING)**



CAN'T ATTEND?

You can still provide
input using the
QR code below.



Parks
Make
Life
Better!

For more information
about the project visit our website:
www.gvrd.org
or call (707) 648-4600.

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MyGVRD

Light Refreshments Provided..



October 19, 2026

Meeting Summary: Franklin Recreation Center Park

RE: OGALS Discussion

Date: 10/16/26

Time: 1:00 p.m. to 2:00 p.m., Virtual Microsoft Teams Meeting

Attendees: **Greater Vallejo Recreation District (GVRD):**

Pam Sloane (PS), Antony Ryans (AR), Salvador Nuño (SN), Kimberly Pierson(KP)

Office of Grants & Local Services (OGALS):

Esmeralda Bermudez (EB), Kristine Schilpp (KS), Richard Rendon (RR)

Callander Associates (CA):

Olivia Patitucci (OP), Ben Woodside (BW)

The purpose of this meeting was to clarify the State's funding commitment for Franklin and whether additional funding could be available, as understood from the previous meeting. GVRD expressed its appreciation for the State's continued assistance in preserving the project's original funding.

Item	Action to take
1. Funding Commitment a. RR confirmed that the State is committed to preserving the original \$7,542,687 grant award, but no additional funding above that amount will be allocated to the project. OGALS apologized for the misunderstanding arising from the previous meeting.	RR will provide a letter confirming the funding commitment and clarifying that an increase is unavailable.
2. Scope Reduction a. OGALS confirmed that GVRD may request a reduction in project scope to address increased construction costs and align the improvements with available funding.	EB will forward the required scope-reduction form and letter outlining the questions GVRD must address. Any proposed reduction will be submitted to OGALS for review and approval.
3. Next Advance Request a. GVRD may proceed with its next advance request. OGALS clarified that the applicable 80% limit is based on the \$7.2 million Proposition 40 allocation, rather than the combined grant award. This represents a cumulative limit of \$5,760,000, with prior advances and payments accounted for in determining the next request.	

BURLINGAME

1633 Bayshore Highway,
Suite 133
Burlingame, CA 94010
650.375.1313

GOLD RIVER

12150 Tributary Point Drive,
Suite 140
Gold River, CA 95670
916.985.4366

RENO

275 Hill St,
Suite 260
Reno, NV 89501
775.787.2828

SAN JOSE

2025 Gateway Place,
Suite 285
San Jose, CA 95110
408.275.0565

4. Project Status Report

- a. GVRD needs to complete and submit the outstanding Grant Project Status Report.

GVRD needs to complete and submit the outstanding Grant Project Status Report.

5. Proposition 40 Expenditures & Replacement Funding

- a. GVRD should continue maximizing eligible Proposition 40 expenditures and coordinating reimbursement before June 30, 2027. RR confirmed that the unused portion of the Proposition 40 allocation would be replaced with Proposition 68 funding as needed to preserve the original total award of \$7,542,687. This replacement funding would maintain the existing award, rather than increase it.

6. Project Schedule & DSA Coordination

- a. GVRD reported that the team anticipated submitting to DSA within the next few days and advertising for construction bids in mid-November. KS asked whether proposed scope reductions would affect the DSA submittal. The project team explained that reductions were not expected to affect permit approval unless they removed improvements required for code compliance.

7. Follow-Up Actions

RR: Provide written confirmation of the State's funding commitment.

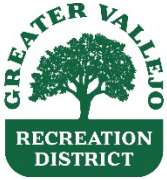
EB: Forward the scope-reduction requirements and questions.

GVRD/ CALA: Prepare the scope-reduction request, next advance request and Grant Project Status Report; continue advancing the project toward bidding.

The information above is Callander Associates' understanding of items discussed and decisions reached at the meeting. Callander Associates is proceeding with the project based on this understanding.

Submitted by:

Olivia Patitucci
Callander Associates
cc: All attendees



Human Resources Department Board Update

10/22/2026

Benefits Administration

- The District completed the annual Open Enrollment process for the upcoming calendar year.
- Human Resources is conducting a review of the District's compliance with applicable IRS reporting requirements, including Forms 1094-C and 1095-C, for reporting years 2023, 2024, 2025, and 2026. This review is intended to verify prior reporting and strengthen ongoing benefits administration and compliance practices.
- Discussions with the District's benefits broker, Keenan, to conduct an employee benefits satisfaction survey in early 2027, following implementation of the new plan year elections. The survey will help evaluate overall employee satisfaction with current benefit offerings and identify potential areas for improvement.

Staffing Updates

- Since the last update, the District has processed four employee separations in the following positions:
 - Recreation Leader (1)
 - Center Monitor (1)
 - Visitor Services (2)
- During the same period, Human Resources onboarded nine part-time employees in the following positions:
 - Center Monitor (1)
 - Custodian (1)
 - Lifeguard/Swim Instructor (2)
 - Recreation Leader – ExLP (5)
- The following vacant positions are currently frozen:
 - Recreation Coordinator (1)
 - Maintenance Worker I (1)

Training and Organizational Development

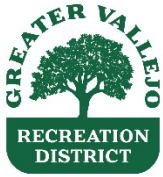
- Human Resources is finalizing a New Employee Orientation presentation slide deck to provide new hires with a more comprehensive and consistent introduction to the District, its policies, workplace expectations, benefits, and organizational resources.
- Human Resources will participate in the CalPERS Educational Forum and CALPELRA Annual Training Conference. These professional development opportunities will provide updates on public-sector retirement administration, labor and employee relations, legislative developments, and emerging HR practices relevant to the District.

Policy Review and Development

- Human Resources continues to partner with Nancy Consult on the District's policy review project.

Employee Relations and Risk Management

- Human Resources continues to collaborate with legal counsel and external investigators on employment-related matters. These efforts support compliance with applicable laws, mitigation of organizational risk, and the timely and appropriate resolution of personnel matters.
- Human Resources continues to provide guidance and support to District leadership on employee relations, leave administration, workplace accommodations, performance management, policy interpretation, and other personnel matters.



Recreation Services Board Updates

10/22/2026

Activity Guide:

- Recreation Services staff are actively planning for the Spring 2027 Activity Guide, featuring a variety of programs, classes, activities, and special events designed to engage residents of all ages. Staff are working collaboratively with instructors, community partners, and program teams to expand offerings, introduce new opportunities, and enhance existing programs. The Spring Activity Guide will highlight recreation opportunities from January through May 2027, with registration scheduled to open in December. GVRD looks forward to another exciting season of recreation, wellness, and community engagement!

Additional Project(s):

- GVRD has successfully finalized an agreement with Jesse Bethel High School's Athletics Department for the use of Wardlaw Field three days per week. This partnership strengthens collaboration with local schools and expands access to recreational facilities that support student-athletes and athletic programming. Special thanks to GVRD staff for their teamwork, coordination, and quick turnaround in bringing this agreement to completion!
- The Recreation Services Director met with Vallejo Aquatics (VJO) this week to review and discuss the proposed agreement for the upcoming season. The meeting provided an opportunity to address key terms, expectations, and operational needs to support a successful partnership. Staff anticipate finalizing the agreement by mid-November in preparation for the new season.
- GVRD has officially finalized its landing page on the Solano Community Foundation website and is now accepting donations to support District programs and services. This exciting milestone provides community members and supporters with a convenient way to contribute to GVRD's mission and invest in recreational opportunities throughout Vallejo. A formal press release announcing the partnership is also being developed. Special thanks to Kim for her dedication, collaboration, and hard work in bringing this initiative to completion!
- The Recreation Services Director collaborated with the Parks and Facilities Director to finalize community outreach meetings in support of the SPP 4 grant opportunities for Wilson Park and City Park. GVRD is partnering with the City of Vallejo on the Wilson Park project, while Townsend will provide support for the City Park initiative. These meetings will provide residents with

opportunities to share feedback, identify community priorities, and help shape future park improvements. Staff look forward to engaging the community and advancing these exciting projects!

- The General Manager, Parks and Facilities Director, and Recreation Services Director met with City of Vallejo representatives to discuss opportunities to improve and streamline the special event permitting process. Discussions focused on strengthening interagency coordination, clarifying procedures, and creating a more efficient process for community event organizers. This collaborative effort will help improve communication, support successful events, and enhance the overall experience for community partners and residents.
- The Recreation Services Director and Parks and Facilities Director met with Sustainable Solano to explore a proposed tree planting and community space improvement project supported by grant funding secured through Sustainable Solano. This collaborative initiative would bring together Sustainable Solano, the Senior Center, the City of Vallejo, and GVRD to enhance outdoor spaces and create a more welcoming environment for the community. Staff look forward to continuing discussions and exploring opportunities to bring this exciting project to life.

Aquatics:

- GVRD's revamped Dive-In Movie Night made a splash with its return as Splash & Screen on Friday, October 2, at the Cunningham Aquatic Complex! The event was a sellout, filling all 80 registration spots and welcoming three additional walk-in participants for a total of 83 attendees. Families enjoyed a poolside movie experience, complimentary popcorn, and a variety of delicious ice cream floats. Positive feedback from attendees highlighted the event's success and the community's enthusiasm for unique aquatic experiences!



- GVRD's Floating Pumpkin Patch returned to the Cunningham Aquatic Complex on Friday, October 16, with another sold-out event, welcoming 100 registered youth! Families enjoyed an evening filled with festive decorations, vendors, food, music, crafts, and a pumpkin for each participating child. This popular seasonal event continues to be a community favorite, bringing families together for a fun and memorable fall experience. The strong registration numbers reflect the continued enthusiasm for GVRD's unique aquatic programs and special events.

Adaptive Recreation (AR), Children's Wonderland, & Community Events:

- GVRD's Adaptive Recreation program hosted its annual All-Inclusive Boo Ball at Children's Wonderland on Wednesday, October 21, with 70 registered participants. Guests enjoyed a festive Halloween celebration designed to promote inclusion, social interaction, and community connections. The increase in registration reflects the continued growth and popularity of this special event.
- Children's Wonderland has welcomed a new canoe-themed play structure, adding another interactive feature for young visitors to explore and enjoy! The new addition encourages imaginative play, creativity, and active engagement while enhancing the park's recreational offerings. This improvement reflects GVRD's continued commitment to providing fun, welcoming, and engaging spaces for children and families.



- Children's Wonderland is welcoming school field trips throughout October, offering students a festive experience featuring the pumpkin patch, haunted house, hay maze, and Halloween-themed attractions. Each student will receive a small pumpkin, while each participating class will receive one large pumpkin. Halloween-themed souvenirs will also be available for purchase at a nominal fee. These seasonal field trips provide a fun and engaging opportunity for students to celebrate fall outside the classroom.

- Preparations are underway for GVRD's annual Nightmare on Glenn Street on Friday, October 30, at Children's Wonderland. Staff are coordinating with local organizations to participate in the popular Trick-or-Treat Lane, providing candy and sharing valuable community resources with families. A dedicated table will be available for the Board of Directors to join in the festivities and hand out candy. Board members are encouraged to dress up, bundle up, and join us for a fun-filled evening with the community.

Community Centers:

- Community center reservations have slowed as we approach the end of the year, with the Foley Cultural Center booked for four Saturdays and the North Vallejo Community Center for five Saturdays. The Vallejo Community Center continues to see steady activity, with six Saturdays and ten Sundays reserved through year-end. Recreation Services staff are exploring creative marketing strategies and outreach opportunities to increase facility visibility, attract new renters, and strengthen reservation activity heading into 2027.

Outreach, Sports, Gym & Special Interest Programs:

- Recreation Services has launched a new monthly newsletter in both English and Spanish to increase awareness of District programs, special events, scholarship opportunities, and community resources. The newsletter has been distributed to VCUSD families through Peachjar, Private schools, and will also be featured through Supervisor James' newsletter, expanding GVRD's reach to subscribers throughout Solano County. This coordinated outreach supports the District's continued efforts to make recreation information more accessible and increase community awareness of GVRD opportunities.
- GVRD participated in Waterfront Weekend, engaging approximately 200 community members through interactive games and activities at the District's outreach booth. Staff connected with residents while sharing information about recreational programs, upcoming events, and youth activities. This outreach effort strengthened community connections and increased awareness of GVRD's accessible recreation opportunities for Vallejo youth and families.



- GVRD participated in National Night Out at Sereno Village, engaging approximately 50 community members through interactive activities and showcasing the District's Mobile Recreation Van. Staff highlighted free recreational programs and upcoming opportunities while connecting with local youth and families. This outreach effort reinforced GVRD's commitment to bringing accessible recreation directly into Vallejo neighborhoods and strengthening community partnerships.
- Recreation Services staff are reviewing new course proposals for Spring 2027, focusing on innovative programs that reflect community interests and expand recreational opportunities. Additionally, GVRD has implemented a new requirement for instructors leading classes and programs serving youth ages 17 and under to complete Mandated Reporter Training for Sports and Recreation. This requirement reinforces the District's commitment to youth safety, staff preparedness, and compliance with applicable standards.

Staffing:

- Recreation Services successfully completed the first round of interviews for the full-time Recreation Coordinator position this past week, with six candidates participating. The top three candidates have been selected to advance to the second round of interviews, scheduled for October 23. Staff look forward to completing the recruitment process and welcoming a new team member to support the District's growing recreation programs and services.

Youth Services:

- GVRD hosted its second Teen Leadership Council meeting, welcoming eight participants for an engaging session focused on teamwork and sharing ideas. Recreation Assistant Kaylen Bell led an interactive icebreaker and

suggestion-note activity, encouraging teens to connect and provide input on future programming. The feedback gathered will help staff shape upcoming activities and continue developing a youth-driven leadership program.



- Recreation Services staff attended Jesse Bethel High School's Back-to-School Night on September 23 to promote GVRD programs and connect directly with our teens and families. Staff collected contact information from more than 50 teens for future outreach and invited students to provide input on programs they would like GVRD to offer. Through an interactive survey, teens identified interests including hip-hop dance, Dungeons & Dragons, cinematography, and other teen-focused activities. Staff will use this feedback and contact list to support future program development and strengthen participation in the Teen Leadership Council and other teen opportunities.

Kudos:

- A special kudos to Recreation Coordinator Roslynn Brown and Recreation Supervisor Sandy Tawaratsumida for their creativity, thoughtful planning, and attention to detail in successfully reviving GVRD's Dive-In Movie Night! Through fresh ideas, new event elements, and an understanding of current trends, they transformed a previously discontinued program into a sold-out event with 83 participants. This is a great example of how innovation and teamwork can breathe new life into recreation programming. Congratulations to you both on a job well done!