



## GREATER VALLEJO RECREATION DISTRICT

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

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

Board of Directors  
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. \*Due to the current closure of the district office, documents will be available electronically at <https://www.gvrd.org/about-us/agendas-minutes/>

### Greater Vallejo Recreation District Board of Directors

#### MINUTES

October 14, 2021 – 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., October 14, 2021, 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; Adjoa McDonald, Ron Bowen, and Rizal Aliga

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

**Excused:** Recreation Superintendent, Antony Ryans

4) **Approval of Agenda:**

Two changes to agenda: Remove items 8G and 8H. Director Bowen offered the motion, seconded by Director Salvadori to approve the agenda with two changes. Motion passed unanimously.

5) **Public Comment:**

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

Mauricio Fernandez-Vallejo United Soccer Club

Ricardo Medina-Vallejo United Soccer Club

**6) 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-September 23, 2021**

**B) Accept Policies and Personnel Committee Minutes-Sept. 13, 2021**

**C) Accept Facility and Development Committee Minutes-Sept. 20, 2021**

**D) Accept Budget and Finance Committee Minutes-Sept. 20, 2021**

Director Bowen offered the motion seconded by Director McDonald to approve the Consent Calendar. Motion passed unanimously.

**7) Financials:**

**A) Approve Financial Statement as of 9/30/2021 (Harman)**

Director Bowen offered the motion, seconded by Director Aliga to approve the financial statement as of 9/30/2021. Motion passed unanimously.

**B) Approve Payment of Bills 9/1/2021 through 9/30/2021 (Harman)**

Finance Director Harman provided details on a few of the larger payments. Director Bowen offered the motion, seconded by Director McDonald to approve the payment of bills 9/1/2021 through 9/30/2021. Motion passed unanimously.

**8) New Business:**

**A) Discussion on 10-Year Master Plan Public Comments (Lanusse)**

The board discussed comments received and gave direction to have the yearly Strategic Action Plan/Goals included in the 10-Year Master Plan.

**B) Approve Cancellation of the November 25, 2021 Board Meeting due to the Thanksgiving Holiday (Pierson)**

Director McDonald offered the motion, seconded by Director Bowen to approve the cancellation of the November 25, 2021 board meeting. Motion passed unanimously.

**C) Approval to reschedule the November 11, 2021, Board Meeting to November 18th Due to the Veteran's Day Holiday (Pierson)**

Director Salvadori offered the motion, seconded by Director McDonald to approve the rescheduling of the November 11, 2021 board meeting to November 18, 2021. Motion passed unanimously.

**D) Discuss Proposed Art in the Parks Committee (Lanusse)**

General Manager Lanusse discussed having an Arts in the Park Committee as well as his vision for art project in the parks.

**E) Approve International Brotherhood of Electrical Workers (IBEW) Letter of Agreement Regarding Electronic Tracking of District Fleet Equipment (Nuno/Halcro)**

Director Bowen offered the motion, seconded by Director Aliga to approve International Brotherhood of Electrical Workers (IBEW) Letter of Agreement. Motion passed unanimously.

**F) Approve 1<sup>st</sup> Read of Policy and RR #2020 – Annual Leave, Executive Leave, and Compensatory Time Off (Halcro)**

One change: add parenthesis around 360 on the first page. Director Bowen offered the motion, seconded by Director Aliga to approve the 1<sup>st</sup> Read of Policy and RR #2020 with one change. Motion passed unanimously.

**~~G) Approve 1<sup>st</sup> Read of Policy #4060 – Committees of the Board of Directors (Halcro)~~**

**~~H) Approve 1<sup>st</sup> Read of Policy and RR #2120 – Worker's Compensation/Occupational Sick Leave (Halcro)~~**

**I) Approve Job Description and Title Change to the Account Specialist Position (Halcro)**

Discussion on the process for future approval of changes to job descriptions. Board consensus was to forego bringing changes to full board and to continue to bring them to the Policies and Personnel Committee. Updates would be the responsibility of the General Manager and Human Resources. No action taken.

**J) Approve Job Description and Title Change to the Account Assistant Position (Halcro)**

No action taken

**K) Approve Job Description and Title Change to the Administrative Coordinator/Board Clerk (Halcro)**

No action taken

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

**A) Maintenance Superintendent**

- Announced a tree planting event at City Park on Saturday.
- Announced the Vallejo Watershed Alliance is hosting a cleanup at Hanns Park this weekend.
- Provided an update on current projects.

**B) Finance Director**

- Announced that GVRD has applied for a portion of the \$100 million in COVID-19 Fiscal Relief that is available from the State of California for Special Districts.

**C) Human Resources**

- Announced the Human Resources Clerk Full-Time Position has been filled by an internal candidate who will begin on Monday.
- Announced the Board Clerk recently received her A.S. Degree and offered congratulations.

**D) Recreation Department given by the General Manager**

- Discussed the plan to create user agreement for facility usage.
- Provided an update on recruitment efforts.

**E) General Manager**

- Informed the board the meeting with the city to discuss the Mare Island Preserve was cancelled.
- Announced he will not be at the October 28<sup>th</sup> Board Meeting.
- Updated the board of McIntyre Ranch

**10) Administrative Items:**

**Director McDonald-Report on recent Special District Leadership Foundation Conference**

Director McDonald shared highlights from a recent conference she attended.

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


Director McDonald would like to see Policy and RR 2020 come back to the board.

Director Aliga mentioned that he attended the Waterfront Weekend event and how nice it was to see staff and board members at the event.

Director Salvadori raised concerns over the recent increase in the amount of spam emails to the board of director email account.

**12) Meeting Adjourn:**

Director Bowen offered the motion, seconded by Director Salvadori to adjourn the meeting at 9:29 p.m. Motion passed unanimously.

  
\_\_\_\_\_  
**Ron Bowen, Board Secretary**

10/28/2021  
\_\_\_\_\_  
**Date**



ATTENDANCE SHEET	PRESENT	EXCUSED
Director Briseno	✓	
Director Salvadori	✓	
Director Bowen	✓	
Director McDonald	✓	
Director Aliga	✓	

**DATE OF MEETING** October 14, 2021-6:30pm

*Kimberly Pierson* 10/14/2021  
Clerk of the Board      Date



Request to address the Greater Vallejo Recreation District Board of Directors  
 Please complete prior to meeting and give to the General Manager

I would like to speak to the Board: Date: 10/14/2021

Name: Mauricio Fernandez

(Please Print)  
 Organization Represented (if any): Vallejo United

Phone #: 707-953-3742 Agenda Item Number: \_\_\_\_\_

For  Against  Questions

Each speaker will limit remarks to 3 minutes and spokesperson for an organization to 5 minutes.

Signature: M. Fernandez

Address: 955 Lobelia St

City/State/Zip: Vallejo CA 94589



Request to address the Greater Vallejo Recreation District Board of Directors  
 Please complete prior to meeting and give to the General Manager

I would like to speak to the Board: Date: 10/14/21

Name: Ricardo Medina

(Please Print)  
 Organization Represented (if any): Vallejo United SC

Phone #: 7073349526 Agenda Item Number: \_\_\_\_\_

For  Against  Questions

Each speaker will limit remarks to 3 minutes and spokesperson for an organization to 5 minutes.

Signature: [Signature]

Address: 431 Mission St.

City/State/Zip: Vallejo CA 94590