



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

GENERAL MANAGER

Gabe Lanusse

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, February 12, 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. Please state your name and whether you are speaking as an individual, or are speaking for an organization, in which case, please state the name of the organization. Each individual speaker may speak for up to three minutes, and an individual representing an organization may speak up to five minutes.

1. Call to Order:
2. Pledge of Allegiance:
3. Welcome and Oath of Office: New Board Member – Rita Fryar
(Board Clerk)
4. Roll Call:
5. Approval of Agenda:
6. Presentations:
 - 6.1 Roles and Responsibilities for Board Members (Andrew Shen)



7. 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, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization

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 – January 22, 2026

9. Financials:

9.1 Accept Financials 11/1/2025 through 12/31/2025 (Parkhurst)

10. Staff Updates

10.1 Finance Director

10.2 HR Coordinator

10.3 Parks and Facilities Director

10.4 Recreation Services Director

10.5 General Manager

11. Announcements and Comments from Board Members:

12. Executive Session:

12.1 Public Employee Performance Evaluation; 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: General Manager, Gabe Lanusse; Andrew Shen, Legal Counsel; Luke Jensen, Director of Labor Relations, Renne Public Law Group

Employee Organizations: International Brotherhood of Electrical Workers Local Union 1245 (IBEW); Service Employees International Union Local 1021 (SEIU)

12.3 Conference with Real Property Negotiators; pursuant to Government Code Section 54956.8

Property: 1 St. Johns Mine Road, Vallejo

Agency Negotiators: General Manager, Gabe Lanusse; Director, Ward Stewart; Peppino Messina

Negotiating Parties: Ray Wright and Gina Wright

Under Negotiation: Price and Terms of Payment

13. Meeting Adjourn:

We regularly meet on the second and fourth Thursdays of each month at 6:30pm
Next Meeting: Special Board Meeting - February 19, 2026 at 6:00pm

The logo for Renne Public Law Group (RPLG) features the letters "RPLG" in a bold, blue, serif font, centered within a white rectangular box.

RPLG

Renne Public Law Group®

The background of the slide is a photograph of a classical building facade, featuring large, fluted columns and a pediment with decorative elements. The sky is visible in the upper right portion of the image.

Board of Directors: Roles, Responsibilities, and Policies

What are Special Districts?

- Local governmental agencies with a focused purpose in a defined jurisdiction
- Authorized by State law
- Governed by a Board of Directors (usually five members)
- Board of Directors may be appointed or elected

Governance

- General State Law Requirements
 - Brown Act (public meetings)
 - Public Records Act (access to public records)
 - Political Reform Act (conflicts of interest and ethics)
- Specific State Law Requirements
 - Public Resources Code, Section 5780, et seq.
- Board Policies
 - Adopted by the Board itself, and subject to future changes

Board of Directors

- Sets policy and overall direction
- Provides financial and operational oversight
 - Adopts the budget
 - Adopts and ensures adequate financial controls and required audits
- Guides employee relations

Board of Directors

- Only the Board, acting as a whole, has the authority to act (see Policy 4070)
- Board provides direction to staff, through the General Manager, via majority vote taken at public meetings
- Individual Board members have limited authority (as governed by Board policies)

Board Committees

- Purpose of committees is to divide up work of the board to allow subgroups to focus on the details of the work assigned to them.
 - Committees are advisory to the full Board – they do not have any independent authority
 - Standing (permanent) vs. ad hoc (temporary) committees
 - Policy 4060 establishes the Board's standing committees

General Manager

- Carries out the policies and direction of Board
- Administers the District, providing day-to-day leadership
- Hires, manages employees
- Keeps Board apprised of District business

The logo for Renne Public Law Group (RPLG) features the letters "RPLG" in a bold, blue, serif font, enclosed within a white rectangular box.

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Legal Counsel

- Assists with Board meetings, labor and employment matters, litigation and claims, contracts, real estate transactions, public records requests, public meeting obligations, etc.
- Client is the District – not individual Board members or District employees

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The logo for Renne Public Management Group (RPMG) features the letters "RPMG" in a bold, blue, serif font, with "MANAGEMENT GROUP" in a smaller, blue, sans-serif font below it.

MANAGEMENT GROUP

The logo for Renne Public Policy Group (RPPG) features a stylized white dome icon above the letters "RPPG" in a bold, blue, serif font, with "Renne Public Policy Group" in a smaller, blue, sans-serif font below it.

Renne Public Policy Group

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Renne Public Law Group®

Board Policy 4015: Board – Staff Communications

- Process for requests to staff, through the General Manager
- Comments at public meetings
- Responding to public feedback and inquiries
- Speaking for the District

A smaller version of the RPLG logo, with 'RPLG' in a white box on a blue background.

Renne Public Law Group®

The logo for Renne Public Management Group, featuring the letters 'RPMG' in a bold, blue, serif font above the text 'MANAGEMENT GROUP'.

MANAGEMENT GROUP

The logo for Renne Public Policy Group, featuring a stylized building icon above the letters 'RPPG' and the text 'Renne Public Policy Group'.

Renne Public Policy Group

Board Policy 4040: Board Officers

- Chair – presides over meetings
- Vice-Chair – performs duties of Chair as needed
- Secretary – works with Clerk to maintain records of meetings and provides further back-up to Vice-Chair

Board Policy 4060: Board Committees

- Four standing committees
 - Budget and Finance
 - Facility and Development
 - Policies and Personnel
 - Publicity, Program, and Community Relations
- Under Policy 1010, committees can consider proposed amendments to Board policies for up to two committee meetings. Thereafter, the proposal is forwarded to full Board.

Board Policy 4080: Board-General Manager Relationship

- The Board focuses on policy-making and delegates executive responsibilities to the GM
- The GM provides the Board with information and executes policies
- Annual review of GM

Board Policy 5010: Meeting Agendas

- The GM works with the Chair to prepare each Board meeting agenda
- Individual directors may also request items to be included, usually during “Announcements and Comments from Board Members” item

Board Policy 5060: Rules of Order

- Addresses procedure for making and adopting motions
- The Board currently follows Robert's Rules of Order
- Consider adoption of Rosenberg's Rules of Order?

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Board/Staff Communication

POLICY NUMBER: 4015

Requests from Directors to Staff

Requests for information or questions by directors to Staff, shall be directed to the General Manager or Legal Counsel, as appropriate and shall include the desired time and date for receiving the information. So that all Board members are equally informed, all written information material requested by any Director shall be submitted by staff to all Board members with the notation indicating which Board member requested the information. If a Board member requests information from any other member of the Staff, Staff either may direct the matter to the General Manager or may ask the Board member to contact the General Manager directly.

Individual Directors cannot directly assign work to Staff members. Board initiated projects will follow organizational channels, through the General Manager, unless there is an emergency. As no formal procedure will answer all cases, the following should be considered.

- Directors should clear all short-term requests of Staff with the General Manager prior to contacting individual members of the Staff and, in most cases, the General Manager should directly handle the request for the Director.
- For long term, involved studies or where the matter included confidential material, the General Manager should be contacted, and the subject matter discussed with the full Board at a board meeting prior to Staff working on the assignments
- In the event that Staff is a participate or representative of a committee or Work Group of the Board, the Board may contact the staff member directly to request or provide information or confer regarding matters of the Committee or Work Group

Staff Comments at Board Meetings

Staff is encouraged to give their professional recommendations and the Board should recognize that Staff may make recommendations that could be viewed as unpopular with the public and with the individual Board members. Board members may request clarification and ask questions of Staff at public meetings and Directors are encouraged to participate in healthy discussion amongst each other regarding items under discussion on the Agenda. However, Directors should refrain from debate with Staff at Board meetings about Staff recommendations other items being discussed. Staff must recognize that the Board, as the decision maker, is free to reject or modify a Staff recommendation and that the Board's wishes will be implemented by Staff even if it was contrary to a staff recommendation.

Directors Comments to Staff

Approved 4/28/2005
Revised 9/25/2008
Electronic Copy Created 06/24/2021

4015-1

Board members should not make public comments critical of the performance of a District staff member. Any concerns by a Director over the behavior or work of an employee during a Board meeting should be directed to the General Manager privately to ensure the concern is resolved. All complaints about employees from Directors should be submitted privately to the General Manager or, if a complaint concerns the General Manager, to Legal Counsel.

- Staff will respect the right of Directors to refuse to provide information or answer to Staff and recognize that Directors may be bound by other rules of law or procedure that do not permit the Director to speak about the subject matter presented. If a Director violates any of the policies regarding communications as stated in this policy, any member of Staff has the right to request that the Director speak directly with the General Manager about the subject matter presented without any fear of reprisal.

Public Comments at Board Meetings

In accordance with state law, the Board is prohibited from discussing items not on the agenda calendar. The public may address the Board on any item not listed on the agenda. Public comments can be made under the agenda item "Public Comment." These non-agenda matters brought-up by the public may be referred to staff for action or calendared on a future agenda.

Please refer to Policy 5020 Conducting Meetings for specific information regarding the Public Comment period.

Correspondence from Directors

Directors may wish to have letters/ correspondence written to the residents, businesses, or other entities Greater Vallejo Recreation District. Typically, the General Manager and/or Board President shall be charged with transmitting the District's position on matters to the residents, businesses, or other entities in the District.

Responding to Public Complaints

When Directors receive a complaint or inquiry from the public regarding the District's services and/or staff, the Director should acknowledge the complaint/ inquiry without making any commitment as to what will happen on behalf of the District and forward the message to General Manager.

Speaking for the District

When Directors are asked the District's position on an issue, their response should reflect the position of the District as a whole. A Director may clarify his/her vote on an issue. When representing the District at meetings or other venues that the Board of Directors has approved prior to attending, the Director can state the District's position not their individual position in any issues.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Board Officers
POLICY NUMBER: 4040

The officers of the Board shall consist of a Chairperson, a Vice-chairperson and a Secretary. The election shall take place each year at the first regular meeting held in January. Nominees for the position of Chairperson must have two (2) years' experience as a Director on the Board. The terms of officers shall be for one year. Officers shall have the same rights as the other members of the Board in regards to voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

The Chairperson shall preside at all meetings of the Board, appoint committees, call special meetings when deemed necessary, execute all documents, papers and warrants on behalf of the Board, and act as liaison officer between the public and the Board. The Chairperson shall preserve order and decorum and shall decide questions of order subject to appeal to the entire Board.

The Vice-chairperson shall perform the duties of the chairperson in his/her absence. The Vice-chairperson is empowered to call special meetings of the Board upon the inability of the Chairperson to do so.

The Secretary shall keep, or cause to be kept, full and complete records of the proceedings of all meetings of the Board and give, or cause to be given, notice of all regular and special meetings. The Secretary shall attest all documents. The Secretary shall also be the clerk of the Board and shall perform all of the duties imposed by law upon the clerk. In the absence of both the Chairperson and Vice-chairperson, the Secretary will assume the duties of the Chairperson.

The Board employs legal counsel on a contract basis to advise the Board on legal questions as they arise. Legal counsel is answerable to the Board and represents the District through the Board.

- Legal counsel works on a day-to-day basis in conjunction with the General Manager.
- All questions of law requiring Board action shall be referred to the legal counsel for opinion.
- The contracting law firm shall serve as the legal counsel for the District.
- On issues outside the sphere of expertise of the contracting law firm and with the prior approval of the Board, matters may be referred to other legal firms who have the requisite knowledge.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Committees of the Board of Directors
POLICY NUMBER: 4060

Standing committees advise the Board with respect to matters within their respective responsibilities, After the Board officers have been elected, at the following Board meeting, the Board Chairperson shall appoint and publicly announce the two members assigned to each of the standing committees, for the ensuing calendar year. In addition, the Board Chairperson shall appoint two members to represent the District on the City's Inter-Agency Committee.

The members of each committee shall agree upon a committee chair, and if there is no agreement, the more senior member of the committee will become the chair. If there is a tie regarding seniority, then the Board Chair will designate the committee's chair. The designation of committee Chairs shall strive to provide all Board members with opportunities to gain experience. If a Board member chairs multiple committees, it would benefit the District and Board for that Board member to reduce the number of committees they chair.

The following shall be standing committees of the Board:

- Budget and Finance Committee;
- Facility and Development Committee;
- Policies and Personnel Committee;
- Publicity, Program, and Community Relations Committee;

The Board Chairperson shall appoint such ad hoc committees as deemed necessary or advisable by the Chair and/or the Board. To qualify as an ad hoc committee, the committee must be temporary (i.e., exist for less than a year), be advisory (i.e., no final decision-making authority), and have a discrete task or goal rather than a continuing jurisdiction over a range of policy issues. The Board Chairperson shall outline the duties of ad hoc committees at the time of formation or appointment, and the committee shall dissolve when it has made its final recommendations, or it has run out of time. Ad hoc committees may, but are not required to, post meeting notices and agendas and allow the public to attend.

The General Manager or the General Manager's designee shall be an ex-officio member of all committees. Each committee chair shall inform the Board as to the business transacted at each Board meeting.

The Board's standing committees will meet on an as needed basis as determined by the committee chair and the General Manager, and shall review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Any recommendations resulting from the committee's review should be submitted to the Board via a written or oral report.

All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board. As with Board meetings, a quorum of the committee must be present to hold a committee meeting; since each committee has only two members, both committee members must be present to convene. Should a third member of the Board wish to attend meetings of any standing committee, they may do so as an observer only and may not ask questions or make statements during the meeting, nor participate in any manner.

The Board's standing Budget and Finance Committee

This committee shall work with the General Manager and other staff of the District on the annual budget projection and other financial matters. This committee shall review the General Manager and Directors' expenses, annual audit and annual financial statement before publication. The committee will ensure that investment policies are followed and that funds are invested in a prudent manner with adequate protections to prevent misuse.

The Board's standing Facility and Development Committee

This committee shall study and recommend acquisitions of real property and the type of facilities that should be planned for new acquisitions, and all joint planning and developmental programs for district facilities, including any additional facility needs and development of present parks. This committee shall review and, make recommendations for facilities and/or developments. This committee shall review matters related to engineering and operation of facilities and short and long-range capital improvement plans.

The Board's standing Policies and Personnel Committee

This committee shall study and make recommendations for the compensation and welfare of District Staff. This committee shall also, as needed, meet with the General Manager regarding the items and conditions of the General Manager's employment by the District. This committee shall review the functions of District staff and other policies not assigned to other committees.

The Board's standing Publicity, Program and Community Relations Committee

This committee shall study and make recommendations for all District recreational programs and policies regarding public affairs and community outreach, including co-sponsorship with other entities. This committee shall assure information regarding the affairs of the District is adequately communicated to its constituents and the public at large. This committee shall make presentations before groups and organizations upon request.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Basis of Authority
POLICY NUMBER: 4070

The Board of Directors is the unit of authority within the District. Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act, or expenditure. Under no circumstances is a committee or any member of that committee to take any action or make any statements committing the Board as a whole unless given authority to do so by the Board.

Directors do not represent any fractional segment of the community, but are, rather, a part of the body that represents and acts for the community as a whole.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Board of Directors – General Manager Relationship
POLICY NUMBER: 4080

The District's General Manager is selected by the Board of Directors. As the chief executive of the District, the General Manager is responsible for the general direction of all operations and affairs of the District and for advising and making recommendations to the Board of Directors with respect to these matters.

Within the limits of legal restrictions and established policies the General Manager is responsible for, and has commensurate authority to accomplish, the duties set forth by the Board. He/she may delegate portions of his/her responsibilities, with proportionate authority for their fulfillment, but he/she may never delegate or relinquish any portion of accountability for the results.

The paramount function of the Board of Directors is to determine policy while the main function of the General Manager is to execute policy.

To maintain a good understanding and a proper relationship between the Board of Directors and the General Manager, the following policy shall be endorsed:

- The Board of Directors shall endeavor to:
 - Delegate executive responsibility to the General Manager;
 - Support the General Manager in his authorized functions;
 - Adhere to the policy-making function of the Board;
 - Encourage teamwork between the General Manager and the Board; and
 - Not interfere with the administration of policy.

- The General Manager shall endeavor to:
 - Provide the Board with adequate information;
 - Efficiently execute policies;
 - Accept responsibility for achieving the objectives of the District;
 - Identify with the policies of the District; and
 - Effectively interpret policy to the staff and to the public.

The Board will annually evaluate the performance of the General Manager. The General Manager will be evaluated upon completion of one year of service and annually thereafter. The annual evaluation shall be during executive session of the second regular meeting in June.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Board Meeting Agenda
POLICY NUMBER: 5010

The General Manager, in cooperation with the Board Chairperson, shall prepare an agenda for each regular and special meetings of the Board of Directors. Any Director may contact the General Manager and request any item to be placed on the agenda no later than 12:00p.m. fourteen (14) calendar days prior to the meeting date. Alternatively, if a Director wishes to place items on a future meeting agenda, the Director may request the items be added during the "Announcement and Comments from Board Members" agenda item during regular Board meetings.

Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, but the Board of Directors shall have no obligation to place the requested item on a meeting agenda.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: 5010 Board Meeting Agenda
Rules and Regulations: RR 5010

The agenda of all Board of Directors' meetings shall contain the time of the meeting, and as required by the Ralph M. Brown Act, a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session.

Items approved by the General Manager and placed on the agenda shall include staff reports and supporting documents, saved electronically in the Board Collection file. The Clerk of the Board shall format and assemble staff documents and present them to the General Manager for review. The General Manager will conduct a final review of the agenda before posting.

At least 72 hours prior to the time of all regular meetings, a meeting agenda shall be posted for public review within the District office, uploaded to District website, and electronically mailed to Board members, staff, and any members of the public who have requested a copy. Should the Monday before a board meeting be a holiday, the board packet will be transmitted on Friday prior. The agenda for a special meeting shall be posted at least 24 hours before the meeting.

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for a disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation to participate in the public meeting.



Rosenberg's Rules of Order

REVISED 2011

Simple Rules of Parliamentary Procedure for the 21st Century

By Judge Dave Rosenberg



MISSION AND CORE BELIEFS

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION

To be recognized and respected as the leading advocate for the common interests of California's cities.

About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and autonomy of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts education conferences and research, and publishes Western City magazine.

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ABOUT THE AUTHOR

Dave Rosenberg is a Superior Court Judge in Yolo County. He has served as presiding judge of his court, and as presiding judge of the Superior Court Appellate Division. He also has served as chair of the Trial Court Presiding Judges Advisory Committee (the committee composed of all 58 California presiding judges) and as an advisory member of the California Judicial Council. Prior to his appointment to the bench, Rosenberg was member of the Yolo County Board of Supervisors, where he served two terms as chair. Rosenberg also served on the Davis City Council, including two terms as mayor. He has served on the senior staff of two governors, and worked for 19 years in private law practice. Rosenberg has served as a member and chair of numerous state, regional and local boards. Rosenberg chaired the California State Lottery Commission, the California Victim Compensation and Government Claims Board, the Yolo-Solano Air Quality Management District, the Yolo County Economic Development Commission, and the Yolo County Criminal Justice Cabinet. For many years, he has taught classes on parliamentary procedure and has served as parliamentarian for large and small bodies.



TABLE OF CONTENTS

About the Author	ii
Introduction	2
Establishing a Quorum.....	2
The Role of the Chair.....	2
The Basic Format for an Agenda Item Discussion	2
Motions in General.....	3
The Three Basic Motions.....	3
Multiple Motions Before the Body.....	4
To Debate or Not to Debate.....	4
Majority and Super-Majority Votes	5
Counting Votes.....	5
The Motion to Reconsider.....	6
Courtesy and Decorum	7
Special Notes About Public Input	7

INTRODUCTION

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules — *Robert's Rules of Order* — which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time and for another purpose. If one is chairing or running a parliament, then *Robert's Rules of Order* is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of say, a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of *Rosenberg's Rules of Order*.

What follows is my version of the rules of parliamentary procedure, based on my decades of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed. Interestingly enough, *Rosenberg's Rules* has found a welcoming audience. Hundreds of cities, counties, special districts, committees, boards, commissions, neighborhood associations and private corporations and companies have adopted *Rosenberg's Rules* in lieu of *Robert's Rules* because they have found them practical, logical, simple, easy to learn and user friendly.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars:

1. **Rules should establish order.** The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings.
2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate.
3. **Rules should be user friendly.** That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, while fully participating in the process.

Establishing a Quorum

The starting point for a meeting is the establishment of a quorum. A quorum is defined as the minimum number of members of the body who must be present at a meeting for business to be legally transacted. The default rule is that a quorum is one more than half the body. For example, in a five-member body a quorum is three. When the body has three members present, it can legally transact business. If the body has less than a quorum of members present, it cannot legally transact business. And even if the body has a quorum to begin the meeting, the body can lose the quorum during the meeting when a member departs (or even when a member leaves the dais). When that occurs the body loses its ability to transact business until and unless a quorum is reestablished.

The default rule, identified above, however, gives way to a specific rule of the body that establishes a quorum. For example, the rules of a particular five-member body may indicate that a quorum is four members for that particular body. The body must follow the rules it has established for its quorum. In the absence of such a specific rule, the quorum is one more than half the members of the body.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the chair of the body who is charged with applying the rules of conduct of the meeting. The chair should be well versed in those rules. For all intents and purposes, the chair makes the final ruling on the rules every time the chair states an action. In fact, all decisions by the chair are final unless overruled by the body itself.

Since the chair runs the conduct of the meeting, it is usual courtesy for the chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the chair should not participate in the debate or discussion. To the contrary, as a member of the body, the chair has the full right to participate in the debate, discussion and decision-making of the body. What the chair should do, however, is strive to be the last to speak at the discussion and debate stage. The chair should not make or second a motion unless the chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. Each agenda item can be handled by the chair in the following basic format:

First, the chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of public speakers. At the conclusion of the public comments, the chair should announce that public input has concluded (or the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion. The chair should announce the name of the member of the body who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member of the body who seconds the motion. It is normally good practice for a motion to require a second before proceeding to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion.

This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then asking for the “nays” normally does this. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise (or unless a super majority is required as delineated later in these rules), then a simple majority (as defined in law or the rules of the body as delineated later in these rules) determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring a 10-day notice for all future meetings of this body.”

Motions in General

Motions are the vehicles for decision making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member’s desired approach with the words “I move . . .”

A typical motion might be: “I move that we give a 10-day notice in the future for all our meetings.”

The chair usually initiates the motion in one of three ways:

1. **Inviting the members of the body to make a motion**, for example, “A motion at this time would be in order.”
2. **Suggesting a motion to the members of the body**, “A motion would be in order that we give a 10-day notice in the future for all our meetings.”
3. **Making the motion**. As noted, the chair has every right as a member of the body to make a motion, but should normally do so only if the chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

The basic motion. The basic motion is the one that puts forward a decision for the body’s consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”

The motion to amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

The substitute motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

“Motions to amend” and “substitute motions” are often confused, but they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a “motion to amend” or a “substitute motion” is left to the chair. So if a member makes what that member calls a “motion to amend,” but the chair determines that it is really a “substitute motion,” then the chair’s designation governs.

A “friendly amendment” is a practical parliamentary tool that is simple, informal, saves time and avoids bogging a meeting down with numerous formal motions. It works in the following way: In the discussion on a pending motion, it may appear that a change to the motion is desirable or may win support for the motion from some members. When that happens, a member who has the floor may simply say, “I want to suggest a friendly amendment to the motion.” The member suggests the friendly amendment, and if the maker and the person who seconded the motion pending on the floor accepts the friendly amendment, that now becomes the pending motion on the floor. If either the maker or the person who seconded rejects the proposed friendly amendment, then the proposer can formally move to amend.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The chair can reject a fourth motion until the chair has dealt with the three that are on the floor and has resolved them. This rule has practical value. More than three motions on the floor at any given time is confusing and unwieldy for almost everyone, including the chair.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed *first* on the *last* motion that is made. For example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows:

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passed*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions.

Second, if the substitute motion *failed*, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would then move to consider the main motion (the first motion) as *amended*. If the motion to amend *failed*, the chair would then move to consider the main motion (the first motion) in its original format, not amended.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee), or if *amended*, would be in its amended format (10-member committee). The question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

Motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

Motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

Motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.

Motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on “hold.” The motion can contain a specific time in which the item can come back to the body. “I move we table this item until our regular meeting in October.” Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

Motion to limit debate. The most common form of this motion is to say, “I move the previous question” or “I move the question” or “I call the question” or sometimes someone simply shouts out “question.” As a practical matter, when a member calls out one of these phrases, the chair can expedite matters by treating it as a “request” rather than as a formal motion. The chair can simply inquire of the body, “any further discussion?” If no one wishes to have further discussion, then the chair can go right to the pending motion that is on the floor. However, if even one person wishes to discuss the pending motion further, then at that point, the chair should treat the call for the “question” as a formal motion, and proceed to it.

When a member of the body makes such a motion (“I move the previous question”), the member is really saying: “I’ve had enough debate. Let’s get on with the vote.” When such a motion is made, the chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body.

NOTE: A motion to limit debate could include a time limit. For example: “I move we limit debate on this agenda item to 15 minutes.” Even in this format, the motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super majority) to pass:

Motion to limit debate. Whether a member says, “I move the previous question,” or “I move the question,” or “I call the question,” or “I move to limit debate,” it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body (such as the chair), nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers and it requires a two-thirds vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

Counting Votes

The matter of counting votes starts simple, but can become complicated.

Usually, it’s pretty easy to determine whether a particular motion passed or whether it was defeated. If a simple majority vote is needed to pass a motion, then one vote more than 50 percent of the body is required. For example, in a five-member body, if the vote is three in favor and two opposed, the motion passes. If it is two in favor and three opposed, the motion is defeated.

If a two-thirds majority vote is needed to pass a motion, then how many affirmative votes are required? The simple rule of thumb is to count the “no” votes and double that count to determine how many “yes” votes are needed to pass a particular motion. For example, in a seven-member body, if two members vote “no” then the “yes” vote of at least four members is required to achieve a two-thirds majority vote to pass the motion.

What about tie votes? In the event of a tie, the motion always fails since an affirmative vote is required to pass any motion. For example, in a five-member body, if the vote is two in favor and two opposed, with one member absent, the motion is defeated.

Vote counting starts to become complicated when members vote “abstain” or in the case of a written ballot, cast a blank (or unreadable) ballot. Do these votes count, and if so, how does one count them? The starting point is always to check the statutes.

In California, for example, for an action of a board of supervisors to be valid and binding, the action must be approved by a majority of the board. (California Government Code Section 25005.) Typically, this means three of the five members of the board must vote affirmatively in favor of the action. A vote of 2-1 would not be sufficient. A vote of 3-0 with two abstentions would be sufficient. In general law cities in

California, as another example, resolutions or orders for the payment of money and all ordinances require a recorded vote of the total members of the city council. (California Government Code Section 36936.) Cities with charters may prescribe their own vote requirements. Local elected officials are always well-advised to consult with their local agency counsel on how state law may affect the vote count.

After consulting state statutes, step number two is to check the rules of the body. If the rules of the body say that you count votes of “those present” then you treat abstentions one way. However, if the rules of the body say that you count the votes of those “present and voting,” then you treat abstentions a different way. And if the rules of the body are silent on the subject, then the general rule of thumb (and default rule) is that you count all votes that are “present and voting.”

Accordingly, under the “present and voting” system, you would **NOT** count abstention votes on the motion. Members who abstain are counted for purposes of determining quorum (they are “present”), but you treat the abstention votes on the motion as if they did not exist (they are not “voting”). On the other hand, if the rules of the body specifically say that you count votes of those “present” then you **DO** count abstention votes both in establishing the quorum and on the motion. In this event, the abstention votes act just like “no” votes.

How does this work in practice?

Here are a few examples.

Assume that a five-member city council is voting on a motion that requires a simple majority vote to pass, and assume further that the body has no specific rule on counting votes. Accordingly, the default rule kicks in and we count all votes of members that are “present and voting.” If the vote on the motion is 3-2, the motion passes. If the motion is 2-2 with one abstention, the motion fails.

Assume a five-member city council voting on a motion that requires a two-thirds majority vote to pass, and further assume that the body has no specific rule on counting votes. Again, the default rule applies. If the vote is 3-2, the motion fails for lack of a two-thirds majority. If the vote is 4-1, the motion passes with a clear two-thirds majority. A vote of three “yes,” one “no” and one “abstain” also results in passage of the motion. Once again, the abstention is counted only for the purpose of determining quorum, but on the actual vote on the motion, it is as if the abstention vote never existed — so an effective 3-1 vote is clearly a two-thirds majority vote.

Now, change the scenario slightly. Assume the same five-member city council voting on a motion that requires a two-thirds majority vote to pass, but now assume that the body **DOES** have a specific rule requiring a two-thirds vote of members “present.” Under this specific rule, we must count the members present not only for quorum but also for the motion. In this scenario, any abstention has the same force and effect as if it were a “no” vote. Accordingly, if the votes were three “yes,” one “no” and one “abstain,” then the motion fails. The abstention in this case is treated like a “no” vote and effective vote of 3-2 is not enough to pass two-thirds majority muster.

Now, exactly how does a member cast an “abstention” vote?

Any time a member votes “abstain” or says, “I abstain,” that is an abstention. However, if a member votes “present” that is also treated as an abstention (the member is essentially saying, “Count me for purposes of a quorum, but my vote on the issue is abstain.”) In fact, any manifestation of intention not to vote either “yes” or “no” on the pending motion may be treated by the chair as an abstention. If written ballots are cast, a blank or unreadable ballot is counted as an abstention as well.

Can a member vote “absent” or “count me as absent?” Interesting question. The ruling on this is up to the chair. The better approach is for the chair to count this as if the member had left his/her chair and is actually “absent.” That, of course, affects the quorum. However, the chair may also treat this as a vote to abstain, particularly if the person does not actually leave the dais.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself; the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to consider is made and passed.

A motion to reconsider requires a majority vote to pass like other garden-variety motions, but there are two special rules that apply only to the motion to reconsider.

First, is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body — including a member who voted in the minority on the original motion — may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is “no.” There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be, “point of privilege.” The chair would then ask the interrupter to “state your point.” Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person’s ability to hear.

Order. The proper interruption would be, “point of order.” Again, the chair would ask the interrupter to “state your point.” Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, “return to the agenda.” If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair’s determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.




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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

Thomas Judt
Nicole Person
Olivia Ruiz
Ward Stewart

GENERAL MANAGER

Gabe Lanusse

Greater Vallejo Recreation District Board of Directors Minutes

Thursday, January 22, 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 6:30 p.m., January 22, 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 Olivia Ruiz

Staff: General Manager, Gabriel Lanusse; Legal Counsel, Andrew Shen; Recreation Services Director, Antony Ryans; Parks and Facilities Director, Salvador Nuño; Finance Director, Noel Parkhurst; HR Coordinator, Lorelei Morehouse; Board Clerk, Kimberly Pierson

4. Approval of Agenda:

Chairperson Judt offered the motion, seconded by Secretary Person to approve the agenda Motion passed unanimously.

5. Presentations:

- 5.1 Congratulations to Melissa Grondona, Accounting Clerk II for passing her employment probationary period (Parkhurst)

Finance Director Parkhurst introduced Melissa Grondona and congratulated her on passing probation.



5.2 Franklin Recreation Center Park- Project Update (CALA)

Ben Woodside of CALA provided an update on the project and provided some alternative design options to help offset any budget overages.

5.3 California Association for Park and Recreation Indemnity (CAPRI)- Insurance Services (Matt Duarte)

Matt Duarte of CAPRI provided the board with an overview of the insurance services currently provided to the district.

6. Public Comment- 1 Speaker: Adjoa McDonald representing Vallejo Project

(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, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization

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 – January 8, 2026

Vice-Chair Stewart offered the motion, seconded by Director Ruiz to approve the consent calendar. Motion passed unanimously.

8. Discussion Items:

8.1 Narrowing agenda topics for February Special Board Meeting (Lanusse)

The General Manager provided details on a short list of items for the meeting agenda:

1. **Department overviews provided by the executive team**
2. **Board goals and how they line up with the 10-year master plan**
3. **Discussion on district financials**

Chairperson Judt offered the following topics to be included in future meetings:

1. **Define Marketing Focus**
2. **Master Plan Objective 5.7-Explore opportunities for a Sports Center**
3. **Master Plan Objective 3.8-Develop a formal recreation program evaluation process**
4. **Art in the Park in conjunction with City of Vallejo**
5. **Discuss Department Heads giving presentations only once a month-summary of committee meetings with entire board**
6. **Policy 4015-Speaking for the district**
7. **Pursue OGALS grant for 6 parks, 1 in each council district, partnering with each council member for outreach and feedback.**
8. **Discuss adding discretionary board account to budget, requiring board approval**
9. **Discuss interactive Zoom broadcast of meetings**
10. **The placement and use of monies received from the sale of properties into General Reserve**



9. Financials:

- 9.1 Accept December Payment of Bills 12/1/2025 through 12/31/2025
Director Ruiz offered the motion, seconded by Secretary Person to accept December Payment of Bills. Motion passed unanimously.
- 9.2 Draft Fiscal Year 2026-2027 Budget Calendar-Informational Item(Parkhurst)
Director Parkhurst announced one change: the adoption of the appropriations limitation will be held in July, not August as stated on the draft.

10. Staff Updates:

10.1 Finance Director

- Gave a brief update on the change to the audit field visit date.

10.2 Human Resources Coordinator

- Provided an update on recruitment: interviews were held earlier in the day for the HR Director position.

10.3 Parks and Facilities Director

- Provided details on sewer line upgrades at Wilson Park.
- Announced the driveway has been completed at the Franklin site. This will allow staff to park off street and may be expanded for users in the future.
- Provided details on the repairs being made at Cunningham Pool during the winter closure.
- Announced the Park Supervisor's first day was January 20th.

10.4 Recreation Services Director

- Provided details on the upcoming "senior prom" event being held on Valentines Day.
- Thanked the HR department for their assistance with recruitment.
- Provided details on the pool reopening. Pool will open on February 27th for a Vallejo Aquatic Club swim meet and will reopen to the public on March 2nd.



10.5 General Manager

- Provided details on recent vandalism and electrical theft at Wilson Park. Will keep the board posted on the status of the repairs.
- Announced recent meetings held with the City of Vallejo to discuss a partnership regarding potential grant opportunities.
- Provided an update on the recently held all staff meeting and lunch.

11. Chairperson Judt allowed a second Public Comment period: 1 Speaker: Adjoa McDonald, Vallejo Project

12. Announcements and Comments from Board Members:

Secretary Person: Wants to reinforce Director Stewarts comments regarding the damages at Wilson Park and the importance of communication with the Seaweed and the public.

Vice-Chairperson Stewart: Invited all to the attend the Winged Migration Expo on Mare Island on January 31-February 1st.

Chairperson Judt: Announced he attended the All-Staff Meeting and looks forward to more opportunities to spend time with staff in a relaxed environment.

Chairperson Judt per Policy 4060-made the following board committee assignments:

Budget and Finance Committee: Thomas Judt & Olivia Ruiz

Publicity, Program and Community Relations Committee: Thomas Judt & Nicole Person

Facility and Development Committee: Ward Stewart & TBD

Policy and Personnel Committee: Ward Stewart & Olivia Ruiz

13. Executive Session: 3 Speakers on item 12.2: Elisa Bryant, Vallejo Project; Jeanine Grider, Vallejo Project; Adjoa McDonald, Vallejo Project; Niki B.



At 8:58pm Chairperson Judt convened to executive session.

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

Agency Designated Representatives: General Manager, Gabe Lanusse; Andrew Shen, Legal Counsel; Luke Jensen, Director of Labor Relations, Renne Public Law Group

Employee Organizations: International Brotherhood of Electrical Workers Local Union 1245 (IBEW); Service Employees International Union Local 1021 (SEIU)

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

Property: 1 St. Johns Mine Road, Vallejo

Agency Negotiators: General Manager, Gabe Lanusse; Director, Ward Stewart; Peppino Messina

Negotiating Parties: Ray Wright and Gina Wright

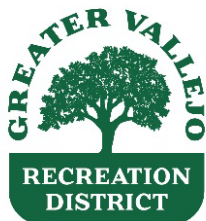
Under Negotiation: Price and Terms of Payment

At 9:49pm Chairperson Judt re-convened to regular session and reported the following:

12.1, 12.2: Direction Given

14. Meeting Adjourn: 9:49pm

Nicole Person, Board Secretary



Agenda 9.1

BOARD COMMUNICATION

Date: February 12, 2026

TO: Board Chairperson and Directors

FROM: Noel Parkhurst, Finance Director

SUBJECT: Q2 FY 2025/26/ Monthly Financial Report – December 2025 & November 2025 Financial Reports

BACKGROUND AND SUMMARY

The Monthly Financial Report presents Year to Date Budget to Actuals for Combined Funds during the Fiscal Year 2025/26. Presented today is the Budget to Actuals through December 31, 2025, with 50% of the fiscal year completed. This also marks the completion of the second fiscal quarter of Fiscal Year 2025-26. It is important to note that the first of three property tax and Measure K Special Assessment apportionments were received from Solano County at the end of December. The apportionments from Solano County are typically received in December and April with a final true up payment in June. The District received \$3,338,106 in Property Tax revenue and \$1,067,778 in Measure K revenue. Both of these revenues are reflected in the 2nd Quarter/ December 2025 YTD Revenue total. The first round of funding from the Proposition 68 Grant funding for the Franklin Sports Complex Project was received from the state of California. The District received \$414,056 in advance payment in November. The first payout to CALA, the consulting project manager on the project, was made to fund the first phase of the project. The Revenue and Expenditures are being tracked in a newly created Fund in the District's ERP system.

The District's General Fund Revenue through December 2025, at \$5,468,759 is approximately 61% of the FY 25/26 budgeted revenue of \$9,024,649. The majority of revenue received in the second quarter was from the first apportionments of Property Tax and Measure K Special Assessment mentioned above. The second largest source of second quarter revenue for the District and largest operating source of revenue was Intergovernmental Revenue. The District received \$500K from VCUSD for services provided in their Before and After School Programs in the second quarter and \$555K YTD. Intergovernmental Revenue is at 91% of the annual budget; this is primarily due to the unbudgeted \$737K in Impact Fees received from the City of Vallejo in the first quarter. The Use of Money & Property revenue line is 69% of budget. The District received \$45K of unbudgeted interest revenue. The District also received approximately \$123K in insurance claim payouts from CAPRI, the Districts Insurance provider. \$117K of this was related to wire theft at Dan Foley Fields

General Fund Expenditures for the 2nd quarter totaled \$4,739,751, which is 53% of the annual budget of \$8,873,628. Most of the expenditure lines were in proximity to the expected 50% of budget, with a couple of exceptions. Part-time Salaries were 59% of budget at \$1,218,862. This is primarily an increase of part-time staffing to keep up with Before and After School programs. There are seasonal staffing fluctuations, especially during the summer and fall months. These staffing levels will remain constant until the end of the school year. Part Time staffing at the Aquatics Center will pick up in February to prepare for the swimming pools opening back up.

Measure K Revenues for the second quarter were \$1,067,528, which is 50% of the annual budget. The expenditures for the second quarter were \$939,647, which is 47% of the FY 25/26 budgeted expenditures of \$2,012,146. Facilities Maintenance Expense, at \$99,828 was only 29% of the budgeted \$347,367. Maintenance work will pick up now that the District has received the 1st apportionment of revenue. There have not been any CIP projects or major maintenance and repair projects for the first two quarters.

The District received \$414,056 in revenue for Prop. 68 Franklin Sports Complex Grant. Prefunding is provided by the grant as funding is used. \$149,836 of expenses have been paid toward the first phase of the project.

RECOMMENDATION

Accept the November Monthly Financial Reports and the 2nd Quarter FY 25/26/ December 2025 Monthly Financial Report.

DOCUMENTS AVAILABLE FOR REVIEW

Combined Budget to Actual Financials for December 2025/ 2nd Quart FY 25/26

Balance Sheet as of December 31, 2025

nCombined Budget to Actual Financials for November 2025

Balance Sheet for November 2025

Revenue & Expenditures Legend (for reference)

Greater Vallejo Recreation District
 Budget to Actuals by Category
 General Fund and Measure K Combined
 2nd Quarter FY2025/26
 As of 12/31/2025
 50% of Fiscal Year

Revenue/ Expense By Category	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 12/31/25	Compared to Budget	FY 25/26 % of Budget
General Fund					
General Fund Revenue					
Property Taxes	5,965,314	6,233,769	3,338,824	(2,894,945)	54%
Intergovernmental Revenue	2,128,271	1,412,220	1,291,979	(120,241)	91%
Charges for Services	647,663	523,124	258,483	(264,641)	49%
Rents: Use of Facilities/Equipment	760,152	748,988	329,824	(419,164)	44%
Use of Money & Property (Contract Rents,Leases, Int Income)	63,512	102,548	70,693	(31,855)	69%
Grants	322,952	0	0	0	0%
Donations	2,000	0	1,231	1,231	0%
Other Revenue	32,832	4,000	177,726	173,726	4443%
Total General Fund Revenue	9,922,696	9,024,649	5,468,759	(3,555,889)	61%
General Fund Expenses					
Full-Time Salaries	3,203,552	3,430,829	1,715,654	(1,715,175)	50%
Part-Time Salaries	1,810,486	1,776,565	1,054,691	(721,874)	59%
Non-Retirement Employee Benefits	830,682	1,038,443	601,561	(436,882)	58%
Medical Insurance - Retiree	93,649	91,350	46,508	(44,842)	51%
CalPERS	407,596	504,393	266,328	(238,065)	53%
Services & Supplies	830,962	877,135	716,018	(161,117)	82%
Computer Services, Software & Equipment	103,330	261,912	93,666	(168,246)	36%
County Tax Collection Fee	19,405	80,000	0	(80,000)	0%
Professional Services	459,584	482,000	168,513	(313,487)	35%
Facilities Maintenance Expense	0	0	0	0	0%
Other Post Employment Benefit (OPEB)	0	0	0	0	0%
Transfer to Debt Service (POB)	330,565	331,000	76,810	(254,190)	23%
Total General Fund Expense	8,089,811	8,873,628	4,739,751	(4,133,877)	53%
Total General Fund Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	1,832,885	151,021	729,009	577,988	483%
Capital Outlay & CIP	107,016	0	0	0	0%
Total Capital Outlay & CIP Expense	107,016	0	0	0	0%
Total General Fund Expense with Capital Outlay & CIP	8,196,827	8,873,628	4,739,751	(4,133,877)	53%
Total General Fund Excess (Deficiency) of Revenue Over Expense with Capital Outlay & CIP Expense	1,725,870	151,021	729,009	577,988	

Measure K Fund					
Measure K Revenue					
Other Revenue	0	0	0	0	0%
Special Assessments - Measure K	2,127,405	2,155,914	1,067,528	(1,088,386)	50%
Total Measure K Revenue	2,127,405	2,155,914	1,067,528	(1,088,386)	50%

Greater Vallejo Recreation District
 Budget to Actuals by Category
 General Fund and Measure K Combined
 2nd Quarter FY2025/26
 As of 12/31/2025
 50% of Fiscal Year

Revenue/ Expense By Category	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 12/31/25	Compared to Budget	FY 25/26 % of Budget
Measure K Expense					
Part-Time Salaries	0	0	0	0	0%
Non-Retirement Employee Benefits	0	0	0	0	0%
Services & Supplies	1,501,805	1,661,895	839,819	(822,076)	51%
Computer Services, Software & Equipment	0	0	0	0	0%
Professional Services	2,800	2,884	0	(2,884)	0%
Facilities Maintenance Expense	194,983	347,367	99,828	(247,539)	29%
Measure K Refunds	1,074	0	0	0	0%
Total Measure K Expense	1,700,662	2,012,146	939,647	(1,072,499)	47%
Capital Outlay & CIP	408,714	0	0	0	0%
Total Capital Outlay & CIP	408,714	0	0	0	0%
Total Measure K Expense with Capital Outlay & CIP	2,109,376	2,012,146	939,647	(1,072,499)	47%
Total Measure K Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	18,029	143,768	127,882	(15,886)	

Prop. 68 F.S.C. Revenue					
Prop. 68 F.S.C. Revenue					
Use of Money & Property (Contract Rents,Leases, Int Income)	0	0	2,050	2,050	0%
Grants	0	2,000,000	414,056	(1,585,944)	21%
Total Prop. 68 F.S.C. Revenue	0	2,000,000	416,106	(1,583,894)	21%
Prop. 68 F.S.C. Expense					
Capital Outlay & CIP	0	2,000,000	149,836	(1,850,164)	7%
Total Prop. 68 F.S.C. Expense with Capital Outlay & CIP	0	2,000,000	149,836	(1,850,164)	7%
Total Prop. 68 F.S.C. Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	0	0	266,270	266,270	
Total All Combined Funds Excess (Deficiency) of Revenue Over Expense	1,743,899	294,789	1,123,160.76	828,372	

Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined
 2nd Quarter FY2025/26
 As of 12/31/2025
 50% of Fiscal Year

Revenue/Expense By Departments	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 12/31/25	Compared to Budget	FY 25/26 % of Budget
General Fund					
General Fund Revenue					
001-General Support & Administration	6,052,051	6,336,317	3,582,208	(2,754,109)	57%
Total Administration & General Support	6,052,051	6,336,317	3,582,208	(2,754,109)	57%
301-Visitor Services	234,759	234,400	128,803	(105,597)	55%
310-Landscaping & Grounds	4,553	0	0	0	0%
Total Parks & Facilities	239,312	234,400	128,803	(105,597)	55%
010-Recreation Administration	2,375	4,000	0	(4,000)	0%
415-Children's Wonderland	31,845	50,398	19,693	(30,706)	39%
430-Break Camp	132,639	100,000	77,068	(22,932)	77%
450-Vallejo Community Center	153,050	137,000	65,249	(71,751)	48%
451-Foley Cultural Center	277,903	254,600	100,069	(154,531)	39%
460-Sports	122,602	71,100	47,897	(23,203)	67%
465-Community Events	150,321	6,500	5,747	(753)	88%
480-EXLP After School Programs	1,580,342	1,300,000	507,545	(792,455)	39%
481 - Before School Programs	308,384	112,520	47,315	(65,205)	42%
486-Teen Services	35	0	0	0	0%
487-Franklin Gym	56,927	36,000	13,227	(22,773)	37%
490-Adaptive Recreation	3,051	2,500	1,024	(1,476)	41%
720-North Vallejo Community Center	32,866	28,600	15,187	(13,413)	53%
721-South Vallejo Community Center	58,186	53,700	25,489	(28,211)	47%
730-Cunningham Pool	303,168	297,014	95,121	(201,893)	32%
Total Recreation	3,213,692	2,453,932	1,020,630	(1,433,302)	42%
906-CIP	417,642	0	737,118	737,118	0%
Total CIP	417,642	0	737,118	737,118	0%
Total General Fund Revenue	9,922,696	9,024,649	5,468,759	(3,555,889)	61%
General Fund Expense					
001-General Support & Administration	1,322,446	1,568,016	870,844	(697,172)	56%
007-Human Resources	381,232	425,433	226,329	(199,104)	53%
100-Finance	555,903	676,323	285,280	(391,044)	42%
Total Administration & General Support	2,259,582	2,669,771	1,382,452	(1,287,319)	52%
200-Park Maintenance & Development	208,646	241,883	112,972	(128,911)	47%
300-Facilities	664,227	754,880	355,427	(399,453)	47%
301-Visitor Services	110,600	156,166	81,256	(74,910)	52%
310-Landscaping & Grounds	1,313,244	1,552,964	750,799	(802,165)	48%
312-McIntyre Ranch	116	3,000	158	(2,842)	5%
Total Parks & Facilities	2,296,832	2,708,893	1,300,612	(1,408,281)	48%

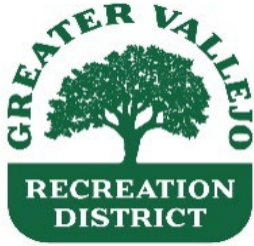
Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined
 2nd Quarter FY2025/26
 As of 12/31/2025
 50% of Fiscal Year

Revenue/Expense By Departments	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 12/31/25	Compared to Budget	FY 25/26 % of Budget
010-Recreation Administration	403,915	478,208	257,606	(220,602)	54%
415-Children's Wonderland	181,782	149,819	110,624	(39,195)	74%
430-Break Camp	235,537	181,520	125,325	(56,195)	69%
450-Vallejo Community Center	212,288	224,532	108,029	(116,504)	48%
451-Foley Cultural Center	280,747	323,732	153,609	(170,123)	47%
460-Sports	163,233	143,259	89,766	(53,493)	63%
465-Community Events	137,998	114,574	109,428	(5,146)	96%
480-EXLP After School Programs	763,756	812,927	459,906	(353,021)	57%
481 - Before School Programs	200,379	160,834	82,053	(78,781)	51%
486-Teen Services	3,909	8,971	243	(8,728)	3%
487-Franklin Gym	153,431	98,728	56,866	(41,862)	58%
490-Adaptive Recreation	3,828	15,726	1,482	(14,244)	9%
720-North Vallejo Community Center	50,128	70,954	31,191	(39,763)	44%
721-South Vallejo Community Center	53,943	20,548	24,676	4,128	120%
730-Cunningham Pool	688,523	690,633	445,884	(244,748)	65%
Total Recreation	3,533,397	3,494,963	2,056,687	(1,438,277)	59%
906-CIP	107,016	0	0	0	0%
Total CIP	107,016	0	0	0	0%
Total General Fund Expense	8,196,827	8,873,628	4,739,751	(4,133,877)	53%
Total General Fund Excess/ (Deficiency) of Revenue Over Expense	1,725,870	151,021	729,009	577,988	

Measure K Fund					
Measure K Revenue					
001-General Support & Administration	2,127,405	2,155,914	1,067,528	(1,088,386)	50%
Total Measure K Revenue	2,127,405	2,155,914	1,067,528	(1,088,386)	50%
Measure K Expense					
001-General Support & Administration	641,637	752,794	314,520	(438,274)	42%
100-Finance	2,800	2,884	0	(2,884)	0%
Total General Support & Administration	644,437	755,678	314,520	(441,158)	42%
300-Facilities	411,553	666,367	235,286	(431,081)	35%
310-Landscaping & Grounds	152,254	156,286	78,596	(77,690)	50%
312-McIntyre Ranch	120	0	29	29	0%
Total Facilities	563,928	822,653	313,911	(508,742)	38%
010-Recreation Administration	0	0	0	0	0%

Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined
 2nd Quarter FY2025/26
 As of 12/31/2025
 50% of Fiscal Year

Revenue/Expense By Departments	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 12/31/25	Compared to Budget	FY 25/26 % of Budget
415-Children's Wonderland	6,925	13,596	2,394	(11,202)	18%
450-Vallejo Community Center	28,581	19,800	11,307	(8,493)	57%
451-Foley Cultural Center	68,925	86,000	36,741	(49,259)	43%
460-Sports	19,009	18,000	12,897	(5,103)	72%
465-Community Events	0	0	0	0	0%
486-Teen Services	0	0	0	0	0%
487-Franklin Gym	0	30,000	0	(30,000)	0%
490-Adaptive Recreation	0	0	0	0	0%
720-North Vallejo Community Center	15,068	21,675	6,378	(15,297)	29%
721-South Vallejo Community Center	27,211	21,000	16,435	(4,565)	78%
730-Cunningham Pool	326,578	223,744	225,064	1,320	101%
Total Recreation	492,297	433,815	311,216	(122,599)	72%
906-CIP	408,714	0	0	0	0%
Total CIP	408,714	0	0	0	0%
Total Measure K Expense	2,109,376	2,012,146	939,647	(1,072,499)	47%
Total Measure K Excess (Deficiency) of Revenue Over Expense	18,029	143,768	127,882	(15,886)	89%
Prop 68 Franklin Sports Complex Fund					
Prop. 68 F.S.C. Revenue					
001-General Support & Administration	0	0	2,050	2,050	0%
906-CIP	0	2,000,000	414,056	(1,585,944)	21%
Total Prop. 68 F.S.C. Revenue	0	2,000,000	416,106	(1,583,894)	21%
Prop. 68 F.S.C. Expense					
001-General Support & Administration					
906-CIP	0	2,000,000	149,836	(1,850,164)	7%
Total Prop. 68 F.S.C. Expense	0	2,000,000	149,836	(1,850,164)	7%
Total Prop. 68 F.S.C. (Deficiency) of Revenue Over Expense	0	0	266,270	266,270	0%
Total All Combined Funds Excess (Deficiency) of Revenue Over Expense	1,743,899	294,789	1,123,161	828,372	



**Greater Vallejo Recreation District
Preliminary Balance Sheet Year-to-Date
as of December 31, 2025
All Funds Combined**

Assets

Cash - Solano County	4,421,328	
Cash - General Account	765,528	
Cash - Payroll Account	4,836	
Cash - 15% Unrestricted Reserve - Columbia	1,955,058	
Cash - Retiree Benefit Trust Fund - Five Star	1,322,036	
Cash - Prop 68 F.S.C. - Five Star	266,270	
Accounts Receivable	452,109	
Total Assets		<u><u>9,187,165</u></u>

Liabilities

Accounts Payable	436,965	
Payroll Related Payables	519,964	
Building Deposits Payable	29,685	
Total Liabilities		<u><u>986,615</u></u>

Net Assets

Fund Balance- General Unrestricted Operating Reserve	4,224,926	
Fund Balance- Measure K	(645,192)	
Fund Balance - Restricted Retiree Benefit	1,298,520	
Fund Balance - Unrestricted Designated Reserve 15%	1,932,866	
Fund Balance - Restricted Prop 68 Franklin Sports Complex Fund	266,270	
Excess Revenues Over Expenses	1,123,161	
Total Net Assets		<u><u>8,200,550</u></u>

Total Liabilities and Net Assets		<u><u>9,187,165</u></u>
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Greater Vallejo Recreation District
 Budget to Actuals by Category
 General Fund and Measure K Combined
 As of November, 2025
 42% of Fiscal Year

Revenue/ Expense By Category	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 11/30/25	Compared to Budget	FY 25/26 % of Budget
General Fund					
General Fund Revenue					
Property Taxes	5,965,314	6,233,769	718	(6,233,051)	0%
Intergovernmental Revenue	2,128,271	1,412,220	1,081,365	(330,855)	77%
Charges for Services	647,663	523,124	231,237	(291,887)	44%
Rents: Use of Facilities/Equipment	760,152	748,988	299,502	(449,486)	40%
Use of Money & Property (Contract Rents,Leases, Int Income)	63,512	102,548	60,908	(41,640)	59%
Grants	322,952	0	0	0	0%
Donations	2,000	0	231	231	0%
Other Revenue	32,832	4,000	161,973	157,973	4049%
Total General Fund Revenue	9,922,696	9,024,649	1,835,934	(7,188,715)	20%
General Fund Expenses					
Full-Time Salaries	3,203,552	3,430,829	1,439,355	(1,991,474)	42%
Part-Time Salaries	1,810,486	1,776,565	938,777	(837,788)	53%
Non-Retirement Employee Benefits	830,682	1,038,443	472,945	(565,498)	46%
Medical Insurance - Retiree	93,649	91,350	38,513	(52,837)	42%
CalPERS	407,596	504,393	222,676	(281,718)	44%
Services & Supplies	830,962	877,135	368,296	(508,839)	42%
Computer Services, Software & Equipment	103,330	261,912	87,072	(174,841)	33%
County Tax Collection Fee	19,405	80,000	0	(80,000)	0%
Professional Services	459,584	482,000	148,185	(333,815)	31%
Facilities Maintenance Expense	0	0	0	0	0%
Other Post Employment Benefit (OPEB)	0	0	0	0	0%
Transfer to Debt Service (POB)	330,565	331,000	76,810	(254,190)	23%
Total General Fund Expense	8,089,811	8,873,628	3,792,628	(5,081,000)	43%
Total General Fund Excess (Deficiency) of Revenue Over Expense Before Capital Outlay & CIP	1,832,885	151,021	(1,956,694)	(2,107,715)	-1296%
Capital Outlay & CIP	107,016	0	0	0	0%
Total Capital Outlay & CIP Expense	107,016	0	0	0	0%
Total General Fund Expense with Capital Outlay & CIP	8,196,827	8,873,628	3,792,628	(5,081,000)	43%
Total General Fund Excess (Deficiency) of Revenue Over Expense with Capital Outlay & CIP Expense	1,725,870	151,021	(1,956,694)	(2,107,715)	

Measure K Fund					
Measure K Revenue					
Other Revenue	0	0	0	0	0%
Special Assessments - Measure K	2,127,405	2,155,914	(250)	(2,156,164)	0%
Total Measure K Revenue	2,127,405	2,155,914	(250)	(2,156,164)	0%
Measure K Expense					

Greater Vallejo Recreation District
 Budget to Actuals by Category
 General Fund and Measure K Combined
 As of November, 2025
 42% of Fiscal Year

Revenue/ Expense By Category	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 11/30/25	Compared to Budget	FY 25/26 % of Budget
Part-Time Salaries	0	0	0	0	0%
Non-Retirement Employee Benefits	0	0	0	0	0%
Services & Supplies	1,501,805	1,661,895	772,683	(889,212)	46%
Computer Services, Software & Equipment	0	0	0	0	0%
Professional Services	2,800	2,884	0	(2,884)	0%
Facilities Maintenance Expense	194,983	347,367	99,828	(247,539)	29%
Measure K Refunds	1,074	0	0	0	0%
Total Measure K Expense	1,700,662	2,012,146	872,511	(1,139,635)	43%
Capital Outlay & CIP	408,714	0	0	0	0%
Total Capital Outlay & CIP	408,714	0	0	0	0%
Total Measure K Expense with Capital Outlay & CIP	2,109,376	2,012,146	872,511	(1,139,635)	43%
Total Measure K Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	18,029	143,768	(872,761)	(1,016,529)	

Prop. 68 F.S.C. Revenue					
Prop. 68 F.S.C. Revenue					
Use of Money & Property (Contract Rents,Leases, Int Income)	0	0	1,058	1,058	0%
Grants	0	2,000,000	414,056	(1,585,944)	21%
Total Prop. 68 F.S.C. Revenue	0	2,000,000	415,114	(1,584,886)	21%
Prop. 68 F.S.C. Expense					
Capital Outlay & CIP	0	2,000,000	128,903	(1,871,097)	6%
Total Prop. 68 F.S.C. Expense with Capital Outlay & CIP	0	2,000,000	128,903	(1,871,097)	6%
Total Prop. 68 F.S.C. Excess (Deficiency) of Revenue Over Expense With Capital Outlay & CIP	0	0	286,211	286,211	
Total All Combined Funds Excess (Deficiency) of Revenue Over Expense	1,743,899	294,789	(2,543,244.46)	(2,838,033)	

Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined
 As of November 30, 2025
 42% of Fiscal Year

Revenue/Expense By Departments	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 11/30/25	Compared to Budget	FY 25/26 % of Budget
General Fund					
General Fund Revenue					
001-General Support & Administration	6,052,051	6,336,317	219,157	(6,117,160)	3%
Total Administration & General Support	6,052,051	6,336,317	219,157	(6,117,160)	3%
301-Visitor Services	234,759	234,400	122,407	(111,993)	52%
310-Landscaping & Grounds	4,553	0	0	0	0%
Total Parks & Facilities	239,312	234,400	122,407	(111,993)	52%
010-Recreation Administration	2,375	4,000	0	(4,000)	0%
415-Children's Wonderland	31,845	50,398	19,071	(31,328)	38%
430-Break Camp	132,639	100,000	70,062	(29,938)	70%
450-Vallejo Community Center	153,050	137,000	52,479	(84,522)	38%
451-Foley Cultural Center	277,903	254,600	86,122	(168,478)	34%
460-Sports	122,602	71,100	40,976	(30,124)	58%
465-Community Events	150,321	6,500	2,412	(4,088)	37%
480-EXLP After School Programs	1,580,342	1,300,000	315,460	(984,540)	24%
481 - Before School Programs	308,384	112,520	28,786	(83,734)	26%
486-Teen Services	35	0	0	0	0%
487-Franklin Gym	56,927	36,000	11,828	(24,172)	33%
490-Adaptive Recreation	3,051	2,500	830	(1,670)	33%
720-North Vallejo Community Center	32,866	28,600	14,507	(14,093)	51%
721-South Vallejo Community Center	58,186	53,700	24,947	(28,753)	46%
730-Cunningham Pool	303,168	297,014	89,772	(207,242)	30%
Total Recreation	3,213,692	2,453,932	757,252	(1,696,680)	31%
906-CIP	417,642	0	737,118	737,118	0%
Total CIP	417,642	0	737,118	737,118	0%
Total General Fund Revenue	9,922,696	9,024,649	1,835,934	(7,188,715)	20%
General Fund Expense					
001-General Support & Administration	1,322,446	1,568,016	521,581	(1,046,435)	33%
007-Human Resources	381,232	425,433	175,418	(250,014)	41%
100-Finance	555,903	676,323	238,623	(437,700)	35%
Total Administration & General Support	2,259,582	2,669,771	935,622	(1,734,149)	35%
200-Park Maintenance & Development	208,646	241,883	90,416	(151,467)	37%
300-Facilities	664,227	754,880	295,145	(459,735)	39%
301-Visitor Services	110,600	156,166	74,722	(81,443)	48%
310-Landscaping & Grounds	1,313,244	1,552,964	635,591	(917,374)	41%
312-McIntyre Ranch	116	3,000	158	(2,842)	5%
Total Parks & Facilities	2,296,832	2,708,893	1,096,032	(1,612,861)	40%

Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined
 As of November 30, 2025
 42% of Fiscal Year

Revenue/Expense By Departments	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 11/30/25	Compared to Budget	FY 25/26 % of Budget
010-Recreation Administration	403,915	478,208	216,416	(261,792)	45%
415-Children's Wonderland	181,782	149,819	91,525	(58,294)	61%
430-Break Camp	235,537	181,520	116,510	(65,010)	64%
450-Vallejo Community Center	212,288	224,532	88,546	(135,986)	39%
451-Foley Cultural Center	280,747	323,732	132,829	(190,903)	41%
460-Sports	163,233	143,259	69,297	(73,962)	48%
465-Community Events	137,998	114,574	89,070	(25,503)	78%
480-EXLP After School Programs	763,756	812,927	378,716	(434,210)	47%
481 - Before School Programs	200,379	160,834	72,275	(88,558)	45%
486-Teen Services	3,909	8,971	162	(8,809)	2%
487-Franklin Gym	153,431	98,728	45,594	(53,134)	46%
490-Adaptive Recreation	3,828	15,726	1,250	(14,476)	8%
720-North Vallejo Community Center	50,128	70,954	25,970	(44,984)	37%
721-South Vallejo Community Center	53,943	20,548	20,372	(176)	99%
730-Cunningham Pool	688,523	690,633	412,441	(278,191)	60%
Total Recreation	3,533,397	3,494,963	1,760,974	(1,733,989)	50%
906-CIP	107,016	0	0	0	0%
Total CIP	107,016	0	0	0	0%
Total General Fund Expense	8,196,827	8,873,628	3,792,628	(5,081,000)	43%
of Revenue Over Expense	1,725,870	151,021	(1,956,694)	(2,107,715)	

Measure K Fund					
Measure K Revenue					
001-General Support & Administration	2,127,405	2,155,914	(250)	(2,156,164)	0%
Total Measure K Revenue	2,127,405	2,155,914	(250)	(2,156,164)	0%
Measure K Expense					
001-General Support & Administration	641,637	752,794	310,412	(442,382)	41%
100-Finance	2,800	2,884	0	(2,884)	0%
Total General Support & Administration	644,437	755,678	310,412	(445,266)	41%
300-Facilities	411,553	666,367	218,449	(447,918)	33%
310-Landscaping & Grounds	152,254	156,286	72,318	(83,968)	46%
312-McIntyre Ranch	120	0	29	29	0%
Total Facilities	563,928	822,653	290,795	(531,858)	35%
010-Recreation Administration	0	0	0	0	0%
415-Children's Wonderland	6,925	13,596	1,830	(11,766)	13%

Greater Vallejo Recreation District
 Budget to Actuals by Department
 General Fund and Measure K Combined
 As of November 30, 2025
 42% of Fiscal Year

Revenue/Expense By Departments	Preliminary FY 24/25 Y/E (Unaudited)	FY 25/26 Adopted Budget	FY 25/26 Actuals thru 11/30/25	Compared to Budget	FY 25/26 % of Budget
450-Vallejo Community Center	28,581	19,800	8,416	(11,384)	43%
451-Foley Cultural Center	68,925	86,000	31,520	(54,480)	37%
460-Sports	19,009	18,000	9,693	(8,307)	54%
465-Community Events	0	0	0	0	0%
486-Teen Services	0	0	0	0	0%
487-Franklin Gym	0	30,000	0	(30,000)	0%
490-Adaptive Recreation	0	0	0	0	0%
720-North Vallejo Community Center	15,068	21,675	5,292	(16,383)	24%
721-South Vallejo Community Center	27,211	21,000	11,409	(9,591)	54%
730-Cunningham Pool	326,578	223,744	203,143	(20,600)	91%
Total Recreation	492,297	433,815	271,304	(162,511)	63%
906-CIP	408,714	0	0	0	0%
Total CIP	408,714	0	0	0	0%
Total Measure K Expense	2,109,376	2,012,146	872,511	(1,139,635)	43%
Total Measure K Excess (Deficiency) of Revenue Over Expense	18,029	143,768	(872,761)	(1,016,529)	-607%
Prop 68 Franklin Sports Complex Fund					
Prop. 68 F.S.C. Revenue					
001-General Support & Administration	0	0	1,058	1,058	0%
906-CIP	0	2,000,000	414,056	(1,585,944)	21%
Total Prop. 68 F.S.C. Revenue	0	2,000,000	415,114	(1,584,886)	21%
Prop. 68 F.S.C. Expense					
001-General Support & Administration					
906-CIP	0	2,000,000	128,903	(1,871,097)	6%
Total Prop. 68 F.S.C. Expense	0	2,000,000	128,903	(1,871,097)	6%
Total Prop. 68 F.S.C. (Deficiency) of Revenue Over Expense	0	0	286,211	286,211	0%
Total All Combined Funds Excess (Deficiency) of Revenue Over Expense	1,743,899	294,789	(2,543,244)	(2,838,033)	



**Greater Vallejo Recreation District
Preliminary Balance Sheet Year-to-Date
as of November 30, 2025
All Funds Combined**

Assets

Cash - Solano County	15,443	
Cash - General Account	243,771	
Cash - Payroll Account	9,085	
Cash - 15% Unrestricted Reserve - Columbia	1,874,661	
Cash - Retiree Benefit Trust Fund - Five Star	1,317,438	
Cash - Prop 68 F.S.C. - Five Star	286,211	
Accounts Receivable	471,171	
Total Assets		<u><u>4,217,780</u></u>

Liabilities

Accounts Payable	140,960	
Payroll Related Payables	521,036	
Building Deposits Payable	32,335	
Total Liabilities		<u>694,331</u>

Net Assets

Fund Balance- General Unrestricted Operating Reserve	3,194,289	
Fund Balance- Measure K	(645,192)	
Fund Balance - Restricted Retiree Benefit	1,298,520	
Fund Balance - Unrestricted Designated Reserve 15%	1,932,866	
Fund Balance - Restricted Prop 68 Franklin Sports Complex Fund	286,211	
Excess Revenues Over Expenses	(2,543,244)	
Total Net Assets		<u>3,523,449</u>

Total Liabilities and Net Assets		<u><u>4,217,780</u></u>
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Greater Vallejo Recreation District Revenue & Expense Categories Legend

Found on Statement of Earnings & Cash Flow Projections

Property Taxes

Property Tax Revenue - Solano County

Intergovernmental Revenue

Impact Fees - City of Vallejo

Before & After School Programs - VCUSD

Participatory Budget Revenue - City of Vallejo

Charges for Services

Program Fees - Teen Services, Community Events,

Concessions Revenue

Contract Classes

Cunningham Pool Fees

Special Events Fees

Rents: Use of Facilities/Equipment

Facility & Field Rental/ Use Fees

Parking Fees

Security Reimbursement Fees

Sports Leagues & Field Usage Fees

Event Permit Fees

Use of Money & Property (Contract Rents, Leases, Int Income)

Facility and Land Lease Revenue

Interest Revenue

Grants

Grant Revenue Awarded

Donations

Misc. Donations (Not Grants) made through Foundation

Other Revenue

Misc. income received outside of Revenue Streams

Metal Recycling Refunds

Revenue from Sale of Assets

Administrative Fees Charged

Services & Supplies

Services: Alarm, Telephone, Janitorial, etc.

Equipment repair, replace, Lease or purchases

Employee: recognition, recruitment, uniform reimbursement, mileage, training

Supplies: Office, Janitorial, Safety, Maintenance,

Board related Expenses

Building, Field, and Park Maintenance expenses

Membership Dues, License Fees

Fuels & Lubricants for District vehicles & equipment

Misc. rentals, supplies and services

Professional Services

Security Guards - Events Facility Rentals

Consultant Fees

Audit and Finance Consulting Services

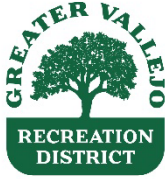
Legal Fees

Facilities Maintenance Expense

Capital Outlay - Deferred Maintenance Projects

Capital Outlay & CIP

Capital Investment Projects

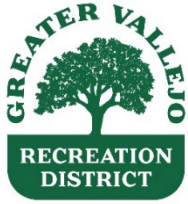


Finance Department Board Update

February 12, 2026

Updates in the Finance Department

- Update to the FY 22-23 Annual Audit field visit date. The field visit start date has changed from February 9th to March 23rd to allow staff a little more time to make provide all requested items. Staff completing request items.
- The staff is working on several year end projects and annual reporting requirements.
- The updated Cash Flow Projection is currently being updated in preparation for the Special Board Meeting on February 19th.



Human Resources Board Update

February 12, 2026

- Assisting supervisors and managers on employee performance management concerns
- Assisting with coordination of employee investigations
- Recruitment Update (Full-Time):
 - Human Resources Director – 2nd Interviews were held on February 5, 2026
 - Recreation Coordinator – Posted job openings on two open positions
 - Maintenance Worker I – Posted job opening for one open position
- The “We are Hiring” is the most clicked link on E-Newsletter

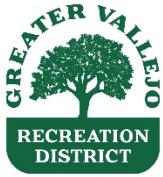


Maintenance Department Board Update

2/12/2026

Parks and Facilities

- Wilson Park
 - The claim for the electrical wire theft was accepted by our insurance provider; staff are working on obtaining temporary power.
 - A company was hired to assess the condition of the light poles.
- Crest Ranch Park
 - Staff repainted restrooms that were vandalized with graffiti.
- City Park
 - Staff repaired a leaking water main.
- Dan Foley Park
 - We had a company perform yearly maintenance on the artificial field.
- Franklin
 - We received the final inspection from the City for the completed driveway.
 - An architect was hired to prepare construction documents for the roof replacement.
 - Approval was received from the School District to remove basketball hoops located near the gym entrance.
- Cunninham Pool
 - The pool heater was serviced, and we had a diver in the pool performing repairs in the pool plaster.
- Tree Care
 - The City of Vallejo contracted a tree company to prune and remove hazardous trees at Children's Wonderland and Hanns Park.
- Recruitment
 - We begun the recruitment process for Visitor Services and a Maintenance Woker.
- Capri Visit
 - Parks and Playgrounds inspections were conducted with a Capri representative during their visit.



Recreation Services Board Updates

2/12/2026

Activity Guide:

- Staff are currently reviewing and finalizing class proposals and course descriptions for inclusion in the upcoming Summer Activity Guide. This process ensures that all offerings align with District standards, community interests, and seasonal programming goals. The production schedule has been successfully distributed to Recreation staff and the District's graphic designer to support timely development. Coordination across teams is progressing smoothly to maintain accuracy and consistency throughout the guide. We remain on track to deliver a diverse, engaging, and high-quality slate of summer programs for the community.

Additional Project(s):

- The General Manager and I met with our contractor at the South Vallejo Community Center for a site check-in and collaborative goal-setting discussion for the upcoming year. The meeting focused on operational priorities, program growth, and continued alignment with District expectations. This proactive approach supports long-term success and consistent service delivery at the facility. One People Tribe will reach its three-year milestone with the District this April. We look forward to building on this partnership and advancing shared goals in the year ahead.
- The agreement with the Vallejo Aquatic Club has been finalized and is ready for execution. The contract will be fully executed prior to the start of the Club's season, which is scheduled to begin on Saturday, February 27, at the District's Aquatic Complex. This partnership supports continued access to competitive aquatic programming and effective use of District facilities. Staff have coordinated closely with all parties to ensure a smooth seasonal transition. We look forward to a successful season and continued collaboration.
- Staff and I met with Security Enforcement Alliance (SEA) for our annual check-in to review services and expectations. The discussion focused on the overall flow of private events held at District facilities. We also reviewed current protocols and identified opportunities to strengthen coordination and communication. Strategies were discussed to further enhance safety for both staff and event attendees. This collaborative effort supports proactive planning and continuous improvement in event safety operations.

Aquatics:

- The pool is currently undergoing spring cleaning during the winter closure to prepare for reopening to the public on March 2. Maintenance and preparation efforts are progressing as planned to ensure the facility is safe and ready for patrons. In addition, the District will host a swim meet for the Vallejo Aquatics Club (VJO) from February 28 through March 1. This event supports competitive aquatics programming and effective use of the facility. Staff are coordinating operations to ensure a smooth transition from the meet to public reopening.
- Aquatics staff are actively planning for the summer season with a focus on enhancing the quality of swim lessons and expanding access for youth. Efforts are underway to identify improvements that strengthen instruction, safety, and overall participant experience. Staff are also exploring opportunities to grow the Recreation Swim program by introducing new themed rec swim events. These enhancements are intended to increase participation, engagement, and repeat attendance. Planning remains focused on delivering high-quality, inclusive aquatics programming for the community.

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

- A total of 62 participants registered for the Valentine's Love Bug Dance, held on February 11, 2026, from 11:00am to 1:00pm at the North Vallejo Community Center. The event was designed specifically for the Adaptive Recreation community and offered a welcoming, inclusive environment. Participants enjoyed games, dancing, and a pizza party throughout the celebration. The event also featured the crowning of a King and Queen of Hearts, adding to the excitement and fun. The strong turnout reflects continued interest and engagement in adaptive recreation programming.
- Although Children's Wonderland Park is open to the public on weekends only during the winter season, staff have been working behind the scenes to prepare for the upcoming spring reopening. Efforts include deep cleaning the park, organizing storage areas, and clearing and resetting the stage while removing unneeded clutter. These improvements support safety, efficiency, and an enhanced visitor experience. Following the holidays, staff also came together to brainstorm new and creative programming ideas. These concepts will be implemented when the park reopens for half-day operations beginning in March.
- Community event season is quickly approaching, and staff are actively working behind the scenes to prepare for a successful year. Efforts are underway to review and finalize band selections for the 2026 Summer Concert Series. Staff are also contacting and confirming food truck

vendors for the upcoming Food Truck Series. In addition, planning is in progress for spring events at Children's Wonderland Park. Preparations are also underway for Fishing in the City, which will take place this March.

Community Centers:

- Center Monitor staff recently completed training on ADA guidelines related to service animals. The training covered which questions may be legally asked to verify a service animal and the limited circumstances under which access to facilities may be denied, in accordance with ADA regulations. This training supports consistent, compliant, and respectful customer service across all facilities. In addition, a new facility cleaning checklist has been finalized and published. The checklist will be implemented across all District facilities to promote cleanliness, safety, and operational consistency.

Outreach, Sports, Gym & Special Interest Programs:

- We are excited to offer Judo Beginner, held Mondays and Wednesdays from 6:00–7:00pm. for youth ages 7–17. The class is taught in a fun, engaging environment and is designed to support participants from beginner to more advanced skill levels. Instruction includes fundamental judo techniques such as falling, throwing, grappling, and introductory submission techniques. This program promotes physical fitness, discipline, confidence, and respect among youth.
- We are excited to kick off another successful season of Junior Warriors, a partnership between Greater Vallejo Recreation District, National Academy of Athletics, the Golden State Warriors, and the NBA. The program is designed to get kids moving and engaged through fun, age-appropriate basketball activities. Sessions are held on Saturdays beginning in February for youth ages 3–13, from 11:00am. to 3:00pm. The season officially began on Saturday, February 7, with an impressive 148 youth participants on opening day. Parents and families filled the stands, creating an energetic and supportive atmosphere. Participation levels and community enthusiasm reflect a strong and successful start to the season.
- Planning is well underway for the upcoming Senior Prom, scheduled to take place this weekend. Excitement continues to grow among our seniors, and community support for the event has been outstanding. A volunteer group from our Jazzercise and Early Rise classes has formed and generously offered to donate and assemble centerpieces. The Florence Douglas Center will also be contributing two raffle prizes for the Prom King and Queen. Additionally, a local Girl Scout troop and Griffin/MIT volunteers are scheduled to assist on the day of the event,

helping ensure a smooth, festive, and memorable celebration for all involved.

- Junior Giants is currently in the planning phase for the upcoming season. Staff are in active discussions with the Vallejo Seaweeds to explore off-season recruitment strategies and identify opportunities to further strengthen the league. These conversations are focused on increasing participation and enhancing program sustainability. In addition, staff have connected with a league in Benicia that has expressed interest in donating supplies to support our program. These collaborative efforts reflect strong regional partnerships and a shared commitment to youth sports development.
- Due to a temporary loss of power at the Franklin Gym portables, all affected programs: Chess Wizards, Halo Halo Filipino Dance, and Lego Workshops have been temporarily relocated to the portables at Cunningham Pool. Programs have continued without interruption as a result of this quick transition. We are grateful to the Aquatics team for their responsiveness in identifying and implementing a solution. This relocation also presents a positive opportunity to increase community awareness of the pool during the off-season. Staff will continue to monitor the situation and provide updates as needed.

Staffing:

- The Department has begun recruiting for two full-time Recreation Coordinator positions. The postings will remain open for one month, followed by a first- and final-round interview process with the supervisory team. We look forward to welcoming new team members who will strengthen our programs and support GVRD's mission of engaging and enriching the community. The first round of interviews is scheduled for Wednesday, February 18.
- Staff will begin the recruitment process for summer part-time seasonal positions in the coming weeks. A stronger and more targeted marketing effort will be launched to support hiring for Lifeguards and Summer Camp staff. These efforts are focused on ensuring programs are fully staffed and prepared for a successful spring and summer season. We are excited to welcome new team members who are passionate about serving the community. Bringing on new talent will strengthen program quality and enhance the overall participant experience.

Youth Services:

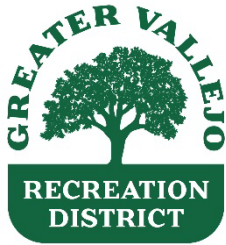
- The Youth Services Department hosted a staff meeting on Wednesday, January 27, at the North Vallejo Community Center. Topics included team

building, youth program updates and reminders, and a review of safety procedures related to fire extinguisher use. Staff also discussed new and updated program processes to ensure consistency and readiness across sites. Kaylen, Assistant Coordinator, led a discussion on balancing professional boundaries while providing care and support to students. The meeting supported continued staff development and reinforced best practices for youth engagement and safety.



Kudos:

- I would like to recognize Johnathan Burton, Recreation Coordinator, for his outstanding work and leadership. Johnathan worked closely with our partners at National Academy of Athletes to successfully plan a two-week Spring Break Camp at the Sports Gym that will be offered free to youth, made possible through support from the City of Vallejo and Measure P funds. He also led the planning of our pilot Mobile Recess Program, scheduled to launch in April. Launching new programs is challenging, and Johnathan has demonstrated patience, adaptability, and a strong commitment to success. His passion and willingness to take on new initiatives will help ensure these programs are impactful and enjoyable for the youth we serve.



General Manager Board Update

2-12-2026

- Luke, Samatha and I are working on Union, and Unrepresented negotiations.
- Working with HR, legal counsel, consultants, worker's compensation and CAPRI regarding employee issues and investigations.
- I have attended HR Director interviews.
- Staff are working on the Wilson theft review and repairs.
- I met with the City of Vallejo consultant working on 3.18 and reviewed the Capital Improvement Project list.
- Working with the Realtor regarding McIntyre Ranch.
- We are working with the City Of Vallejo regarding adding solar panels to the Vallejo Community Center. The city is looking at maintenance responsibility.
- I am also working with the City of Vallejo regarding parks grants.
- The Vallejo Junior Aquatics signed the renewal contract. We plan on having future meetings regarding the winter status.
- I attended a Vallejo Heights Neighborhood Association meeting on Saturday January 24th. It was a great discussion regarding what is GVRD, their neighborhood, and items that they would like staff to address.
- Thank you for allowing me to attend the California Weed Science Society conference. It was informative, and I will provide a synopsis on the sessions I attended at the next board meeting.
- Vallejo Parent Nursery School has notified me that they plan to close at the end of the school year.