



GREATER VALLEJO RECREATION DISTRICT

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

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

Board of Directors
Robert Briseno
Gary Salvadori
Ron Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabriel Lanusse

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Greater Vallejo Recreation District Board of Directors

MINUTES

September 23, 2021 – 395 Amador Street

6:30 p.m.

1) Call to Order:

Secretary Bowen assumed the role of Chairperson and called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., September 23, 2021, in the Board Room of the Greater Vallejo Recreation District Office, 395 Amador Street, Vallejo, California.

2) Pledge of Allegiance:

3) Roll Call:

Present: Directors; Ron Bowen, Adjoa McDonald, Rizal Aliga.

Vice-Chairperson Gary Salvadori arrived at 6:55pm and chaired the remainder of the meeting.

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

Excused: Chairperson Robert Briseno

4) Approval of Agenda:

Director McDonald offered the motion, seconded by Director Aliga to approve the agenda. Motion passed unanimously.

5) Public Comment:

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

None

6) Presentations:

**Congratulations to Dave Moore, Lead Parks Worker on his Retirement-
(Salvador Nuno)**

Staff and the Board of Directors acknowledged and thanked Mr. Moore for over 10 years of service to the district.

7) Consent Calendar:

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

Approve Board Minutes-September 9, 2021

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

8) Financials:

A) Approve Financial Statement as of 8/31/2021 (Harman)

Director Aliga offered the motion, seconded by Director McDonald to approve the financial statement as of 8/31/2021. Motion passed unanimously.

B) Approve Payment of Bills 8/1/2021 through 8/31/2021 (Harman)

Director McDonald offered the motion, seconded by Director Aliga to approve the payment of bills 8/1/2021 through 8/31/2021. Motion passed unanimously.

C) Approve Payment of Check #65251 to Minuteman Press for \$56.59 from July 2021 (Harman)

After some discussion, direction was given to see if a comparable vendor could be located locally. Director Aliga offered the motion, seconded by Director McDonald to approve the payment of check #65251. Motion passed unanimously.

9) New Business:

A) Committee Appointment Changes for Fiscal Year 2021-2022

Facility and Development Committee – Directors Bowen and Salvadori
Budget and Finance Committee – Directors McDonald and Aliga

Committee changes were noted for the record.

B) Approve 1st Read of Policy #2315–Employee Code of Conduct (Halcro)

Director Bowen offered the motion, seconded by Director Aliga to approve the 1st read of Policy #2315–Employee Code of Conduct. Motion passed unanimously.

C) Approve 1st Read of Policy and RR #2020–Annual Leave, Executive Leave, Comp Time (Halcro)

Policy #2020 was reviewed and discussed separately of RR #2020. Direction Bowen offered the motion, seconded by Director McDonald to refer Policy #2020-Annual Leave, Executive Leave, Comp Time back to committee with the following: update to executive leave amounts and annual leave accrual are approved, strike the sick leave donation reference, research the leave without pay aspect. Motion passed unanimously.

RR #2020 Direction Bowen offered the motion, seconded by Director McDonald to refer RR #2020-Annual Leave, Executive Leave, Comp Time back to committee with the following: incorporate changes made to Policy #2020. Motion passed unanimously.

10) Staff Reports-Informational Only:

A) Maintenance Superintendent

- Provided an update on recruitment efforts in the parks department.
- Updated the board on a recent mechanical issue at Cunningham Pool, power outage at Dan Foley, Coastal Clean Up, and planned habitat restoration at Glen Cove Waterfront Park.
- Informed the board about a recent fire at Hanns Park.

B) Finance Director

- Updated the board on a recent meeting with HR regarding cross department processes.
- Informed the board that the accounting assistant has developed a new deposit procedure and will cross train the rest of the department.

C) Human Resources

- Distributed a recruitment flyer for the Recreation Supervisor position
- Discussed the current pay scale and plans to bring a proposal for consideration.
- Updated the board of the policy manual update spreadsheet.

D) Recreation Department

- Provided an update on community center rentals.
- Announced the Kid's Club program expansion.
- Discussed two new QR codes, one for the Activity Guide and one for a Children's Wonderland survey.

E) General Manager

- Announced the launch of a survey requesting feedback on City Park.
- Provided an update on the Mare Island Preserve.

- Announced long standing plans to develop an "arts in the park" program.

11) Executive Session: At 8:05 p.m. Vice-Chairperson Salvadori convened to executive session.

A) CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GENERAL MANAGER & LEGAL COUNSEL): Regarding McIntyre Ranch Property, 1 St. John's Mine Road, Vallejo 94591 Called pursuant to Government Code section 54956.8

B) CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GENERAL MANAGER & LEGAL COUNSEL): Regarding potential lease from Vallejo City Unified School District of part of the Franklin Middle School site, 501 Starr Avenue, Vallejo. Negotiating Parties: Vallejo Unified School District (Mitchell Romao). Called pursuant to Government Code section 54956.8

12) Report out on Executive Session:

At 8:30 p.m. Vice-Chairperson Salvadori convened to regular session and reported:

Item 11A: Negotiators provided information, and direction was provided by the board. No action taken.

Item 11B: Negotiators provided information, and direction was provided by the board. No action taken.

13) Announcements and Comments from Board Members:

Legal Counsel discussed the recent passing of AB361. He also mentioned he will be absent from the October 28th board meeting.

Director McDonald announced that Vallejo Project will provide drivers for tours during the upcoming Waterfront Weekend event. She also announced a ribbon cutting happening at The Hub for 11am tomorrow.

Director Aliga announced that his friends recently filmed a music video at the North Vallejo basketball courts.

14) Meeting Adjourn:

Director Bowen offered the motion, seconded by Director McDonald to adjourn the meeting at 8:36 p.m. Motion passed unanimously.



Ron Bowen, Board Secretary

10/14/21

Date



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

arrived 6:55pm

DATE OF MEETING September 23, 2021-6:30pm

Kimberly Pierson 9/23/2021
Clerk of the Board Date