

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

Rizal Aliga
Robert Briseño
Stacey Kennington
Wendell Quigley

GENERAL MANAGER

Gabe Lanusse

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, August 24, 2023

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) **Roll Call**

4) **Approval of Agenda**

5) **Public Comment:**

(Note: For matters not otherwise listed on this agenda. The Board of Directors welcomes your comments under this section but is prohibited by State Law from discussing items not listed on the agenda. Your item will be taken under consideration and may be referred to Board of Directors Committee(s) and/or Staff.)

To provide an opportunity for all members of the public who wish to address the Board, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization.

6) **Committee Updates**

The Chairperson for Ad-Hoc and Standing Committees will provide any updates to the full board.

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.

Public Comment

7.1 Approve Board Minutes – August 10, 2023

7.2 Accept Programs and Publicity Committee Minutes – August 8, 2023



8) Action Items:

8.1 Approve letter of support for the City of Vallejo to receive designation as American World War II Heritage City. (Lanusse)

9) Staff Updates

Public Comment

9.1 Recreation Services Director

9.2 Park and Facilities Director

9.3 General Manager

10) Executive Session:

Public Comment

10.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code section 54957

Title: General Manager

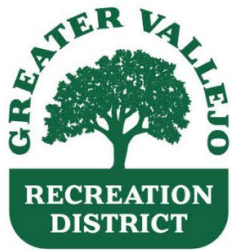
11) Action Items:

Public Comment

11.1 Discussion and Possible Action on General Manager Compensation

12) Announcements and Comments from Board Members

13) Meeting Adjourn



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Greater Vallejo Recreation District Board of Directors
MINUTES
August 10, 2023 – 401 Amador Street
6:30 p.m.

1) Call to Order

Chairperson Briseño called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:31 p.m., August 10, 2023, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2) Pledge of Allegiance

Chairperson Briseño led the pledge.

3) Roll Call

Present: Chairperson Robert Briseño; Vice Chairperson Wendell Quigley, Secretary Rizal Aliga; Director Stacey Kennington

Staff: General Manager, Gabriel Lanusse; Legal Counsel, Andrew Shen; Recreation Superintendent, Antony Ryans; Maintenance Superintendent, Salvador Nuño; Board Clerk, Kimberly Pierson

4) Approval of Agenda

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

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) Committee Updates

The Chairperson for Ad-Hoc and Standing Committees will provide any updates to the full board. Director Aliga reported for that he took the City Park concept designs that were presented to the Facilities and Development Committee to the Tai Chi group. They were very surprised that it was that quick and are awaiting the survey.



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.

Public Comment-none

7.1 Approve Board Minutes – July 27, 2023

7.2 Accept Facility and Development Committee Minutes – July 19, 2023

7.3 Accept Policies and Personnel Committee Minutes – July 24, 2023

Director Quigley offered the motion, seconded by Director Kennington to approve the consent calendar. Motion passed.

8) **Financials:**

Public Comment-none

8.1 Approve Payment of Bills 7/1/2023 through 7/31/2023 (Lanusse)

Director Quigley offered the motion, seconded by Director Aliga to approve the payment of bills 7/21/2023-7/31/2023. Motion passed.

9) **Action Items:**

Public Comment-none

9.1 Approve Resolution 2023-03 Appointing Sue Casey as Interim Finance Director Pursuant to California Government Code Section 21221(h) until no later than February 10, 2024, and Employment Agreement for Ms. Casey

Director Quigley offered the motion, seconded by Director Kennington to approve Resolution 2023-03 and employment agreement for Ms. Casey. Roll Call Vote: Aye: Aliga, Briseño, Kennington, Quigley. Motion passed.

10) **Staff Updates**

Public Comment-none

10.1 Recreation Services Director

- Announced the upcoming Camping under the Stars Event at Children's Wonderland happening on Saturday. 60 participants are registered.
- Announced that 8 weeks of summer is over. Friday is the last day of camps-all camps will be attending a BBQ at Blue Rock Springs Park.
- Announced that Bands and Brews, JR. Giants and Soccer camp have ended.

10.2 Parks and Facilities Director

- Gave an update on the bid opening for the Cunningham restroom project.
- Announced two upcoming Special Events: Saturday at City Park-Back to School Event 11am-3pm and Sunday at Wilson Park-Backpack giveaway. 12-7pm.
- Announced that staff have received the keys for the Franklin property.



- Announced an upcoming Watershed Alliance annual planning meeting happening at Dan Foley Cultural Center on August 19th. Event is open to the public.
- Gave an update on the electrical upgrade happening at the Vallejo Community Center.
- Announced a recent hazardous materials inspection by Solano County.

10.3 General Manager

- Announced a pitch to move the August Budget and Finance Committee to later in the month.
- Gave an update on the Prop. 68 RIRE Grant project at Setterquist Park.
- Announced plans for a McIntyre Ranch visit, marketing meeting, and facilities tour.

Director Quigley made a request to schedule a McIntyre Ranch Committee Meeting for this month. Meeting was scheduled for August 25th at 11am

Chairperson Briseño mentioned wanting to create an ad hoc committee to discuss the parameters of the General Manager position in terms of top end pay scale or have it a full board task. Board decision was to have the item on the next board agenda during the regular board meeting.

A request was also made to have a closed session on a quarterly basis for General Manager review.

11) Announcements and Comments from Board Members

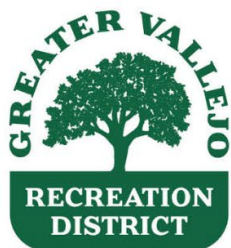
Director Aliga shared that Oct. 14th will be his last day at Cal Maritime. He also brought in a trophy from Springstowne Wrestling Academy that he was a part of in middle school. That program is now dissolved and no longer at Hogan Middle School, so they gave the trophy back to GVRD. The program was hosted by the School District and GVRD. He also presented a piece of the skatepark ramp that was broken during the recent Pisa Sa Nasyon event. It was signed by all the members.

Chairperson Briseño announced that his client Sol Trans is starting a free event in Downtown Vallejo on the 2nd Friday of each month at 311 Sacramento Street. There will be music, a hot dog vendor and other agencies are welcome to participate.

Director Kennington asked for clarification on the Adaptive Recreation Programming.

12) Meeting Adjourn

Director Quigley offered the motion, seconded by Director Aliga to adjourn the meeting at 8:25 p.m. Motion passed.



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Programs and Publicity Committee Minutes

Tuesday, August 8, 2023

4:00 P.M.

Administrative Office-Board Room

401 Amador Street

In attendance: Director Quigley, Superintendent Antony Ryans,
& General Manager Lanusse

Absent: Director Aliga

Meeting began: 4:00 P.M.

1. **Public Comment-** We had public comment from Jorge Savala, Disaster Services Program Manger who talked about services offered through his organization. In addition, looking forward to partnering in the near future with GVRD.
2. **Activity Guide (fall)-** The fall activity guide is in full production. Staff have begun collecting program/event info for the guide. The public commented on if the guides still go to all the residents in Vallejo. The Directors would like to look into guides going to all the homes in Vallejo.
3. **Aquatics (Dive-in Movies) –** The dive-in movie for this month was canceled due to low enrollment. The next film being offered is Minions in August.
4. **Children’s Wonderland-** Camping Under the Stars will take place this weekend. There are 60 participants registered for the event. The event will have a BBQ, movie, activities, and light breakfast. Partners are the American Red Cross, Camp Fire, and Girl Scouts.
5. **Community Events-** Staff is currently working on planning for events taking place during the fall. Band and Brews summer concert series was a success and ended with Mitch Woods closing the season. Poochella will be held on Saturday, August 12th from 10am-3pm. There will be pet adoptions, rescues, vendors, dog demo, and sponsorship by Subaru.

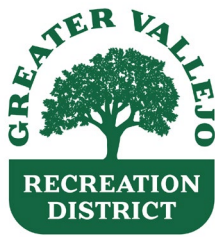


6. **Recreation Staff Retreat-** Staff discussed having a retreat for staff to review expectations, will offer team building, and lunch in August.

7. **Sports Programs/Complex-** The GM is working with the school district on the signed agreement to lease the gym at the former middle school on Starr Street. Prop 68 funds will help with the renovation. Staff suggested that the District recruitment for FT staff and PT staff to program and operate the sports complex. The Board mentioned that they would discuss this possibility with the GM. Also, they wanted to know how many staff FT/PT are needed to operate the facility. Junior Giants season ended with a free BBQ for 300 youth and families. The event was sponsored by Solano Sunset Rotary club. In tandem, the City of Vallejo Youth Soccer League had an end of the season BBQ, photos for the coaches, and awards for the participants. We look forward to next season and thanks for the support from City of Vallejo and Omega Soccer Club.

8. **Youth Services-** Camps are ending on Friday for the summer and staff are preparing for the start of the school year, which begins on Monday, August 14th.

Adjourned: 4:31 P.M.



BOARD COMMUNICATION

Date: August 24, 2023

TO: Board Chairperson and Directors

FROM: Gabriel Lanusse

SUBJECT: Approve letter of support for the City of Vallejo to receive designation as American World War II Heritage City

BACKGROUND AND DISCUSSION

The District received a request to support the City of Vallejo in their National Park Service application to receive the designation as a World War II Heritage City

There is not cost to apply for the designation. It will open the City of Vallejo to National Park Service grants and hopefully bring in tourists and tourist dollars. The NPS administers \$250 million in grants. Applications are due on September 1; the council is being asked to approve a resolution on their August 29th agenda.

The District's Grant Mahony Park was named for a WWII hero and Vallejo has many other historic designations throughout the city, homes, and neighborhoods on the National Register of Historic Places, and this would be one more. There is some prestige – only one city per state gets the designation.

RECOMMENDATION

Approve and sign the letter of support for the City of Vallejo to become an American World War II Heritage City.

FISCAL IMPACT

None.

ALTERNATIVES CONSIDERED

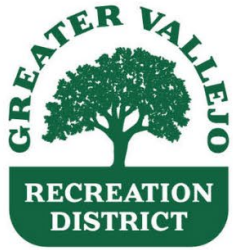
- Approve no changes.
- Approve with recommendations.
- Reject
- Reject with recommendations.
- Let the proposal sit with no action taken.

PROPOSED ACTION

Approve

DOCUMENTS AVAILABLE FOR REVIEW

- A. Letter of Support



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GENERAL MANAGER

Gabe Lanusse

August 24, 2023

To Whom It May Concern:

Subject: National Park Service American World War II Heritage City

We are writing to support the City of Vallejo becoming an American World War II Heritage City. Vallejo is applying for the designation as a National Park Service "American WWII Heritage City" which federally recognizes a community and its environs for their significant and important contributions, and this would have numerous intangible benefits while immensely assisting local entities to favorably compete for federal grant funding.

Greater Vallejo Recreation District honors WWII Veteran Grattan "Grant" Mahony- who received the Distinguished Service Cross (second highest military decoration for extraordinary heroism) during WWII in the US Army- with a park named in his honor. Grant Mahony Park is located at 818 Mariposa Street.

Army Air Corps ace Grattan "Grant" Mahony, a Vallejo boy who became a national hero, flying more combat missions and hours than any other U.S. aviator in World War II before being shot down as the war neared an end. Mahony flew at least 550 combat missions, with close to 1,000 combat hours, in the Philippines, Java, Australia, China and Burma.

Mahony was sent back to the states for a few months in 1943 prior to heading back to the Pacific war zone for his third and final combat duty tour. While in Vallejo in July 1943, he was honored at a massive welcome-home event attended by tens of thousands of people, according to various newspaper accounts. It was described as the biggest civic celebration in Vallejo history. Mahony "comes home today not only a 'home town' hero, but a national hero-one of many, but one whose heroism has spread to the four corners of the United States," the Vallejo Times Herald declared.

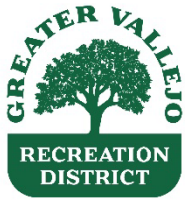
At the conclusion of a long parade through town, the unassuming war hero said, "I wasn't selected to be up here because my name's Mahony. I am here only because I am in the uniform of the thousands of men and women from Vallejo who are serving their nation. This is their affair."

During WWII, the Mare Island Naval Shipyard was among the busiest US naval facilities as it expanded to 996 buildings, 20 ship berths, four dry docks, and two shipbuilding ways, and its 39,000 local employees built 391 ships, repaired 1,227 ships, and also supervised work at 28 Bay Area private shipyards and outside California with 40-60,000 contractors, and today, the women shipyard workers are honored at the National Park Service "Rosie the Riveters" National Historical Park located across Vallejo in Richmond, CA.

The Greater Vallejo Recreation District Board of Directors wholeheartedly support Vallejo's application to become an American World War II Heritage City because of its immense and unparalleled contributions to the World War II home-front war effort and its achievements to preserve the heritage and legacy of the city's contributions to the war effort.

Sincerely,

Board of Directors



Recreation Department Board Updates

08/24/2023

Activity Guide:

- The fall Activity Guide has been completed.

Aquatics:

- Summer ended great! We served 234 campers in our Davey Jones camp, 235 campers in Guard Start and 75 campers in the Junior Guard camp. Davey Jones and Guard Start were at or over capacity for each weekly session.
- We implemented a new electronic pass process. Paper passes for lap swim, water exercise, and rec swim (NEW) are no longer, everything is available online and patrons can check in with their name only. So far since we implemented this process, we have sold 23 lap swim passes, 3 rec swim passes, and 3 water exercise passes and have checked in 206 patrons.
- Water polo has started, and we are happy to see Saint Patrick Saint Vincent and Benicia High School back and using our deep end.

Community Centers:

- We are working on updating our inventory lists and our maintenance lists for all centers.
- Leaven Kids is slated to begin programming at South Vallejo Community Center beginning August 28th.

Children's Wonderland & Community Events:

- Camping Under The Stars wrapped up and had 70 people registered. Vendors included: Catholic Charities Disaster Relief, American Red Cross, Camp Fire Golden Empire, The Girl Scouts of America. Activities included: Disaster relief bingo, s'mores, dinner, a movie viewing, and a light breakfast.



- The Department has begun planning for Nightmare on Glenn Street.
- Poochella was held at City Park this past Saturday, August 12th, from 10am-3pm. Subaru has partnered with us to sponsor this event along with the donation of \$500. Also, Napa Smith Brewery will also be sponsoring in this event and has donated beer for us to sell.



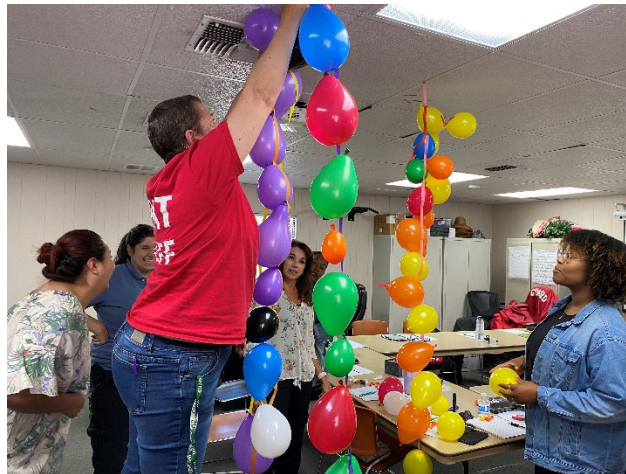
- GVRD's Bands & Brews closing event was on August 4th with Mitch and his Rocking' 88's. We had an attendance of over 200 people and got to hear great feedback from the community. It was a great experience seeing our adult community come out to dance, sing, have a drink and relax with their family and friends. They were very eager to find out when our next Bands & Brews event will be and said GVRD is doing a great job on putting together these events for the community.

Sports/Adaptive Recreation (AR):

- Our Rec team is doing a great job recruiting new instructors and looking for trends. This fall we were fortunate to secure two pickleball instructors and will be offering 3 classes at several courts this season.
- On Monday August 21st we held a Talent Day Show for our Adaptive Community. Participants will have an opportunity to share their talents with their friends, staff, and enjoy pizza. This program will also serve as an audition for a later Talent Show in September!

Staffing:

- The Department is working with the GM to determine staffing for the Sports Gym.



- Staff presented at the Sunset Rotary Club and shared fall and winter donation and partnership opportunities.

Youth Services:

- Kid's Club and ExLP programs started on Monday August 14th offering both before and after school programs on site.



Maintenance Department Board Update

8/24/2023

Parks and Facilities

- City Park
 - The Poochella event took place on Saturday 19th.
- North Vallejo Park
 - City staff completed the Community Center parking lot improvements; they are coming back in a couple of weeks to do the striping.
- McIntyre Ranch
 - The tree Company will complete the additional work this week.
- Dan Foley Cultural Center
 - I attended the Vallejo Watershed Alliance annual planning meeting on August 19th.
- Terrace Park
 - Tree Company will be doing safety pruning on the trees.
- Amador Tennis Courts
 - We received a quote to resurface the courts.
- Franklin
 - Staff is working on getting the alarm installed and getting quotes from contractors to do the floors and repairs on the roof; we met with PAL to coordinate the transition of the sport field maintenance.
- Children's Wonderland Park
 - Staff worked in the park to have it ready for the Camping Under the Stars event.
- VCC
 - City staff and the contractor will be meeting with staff to coordinate the installation of the EV chargers that will start in 3-4 weeks.

BOARD PROJECTS UPDATE

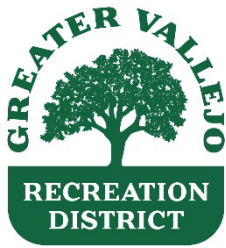
Date



TASK	START	END	% COMPLETE	DONE	NOTES
395/401 Renovations				<input type="radio"/>	
Design Phase	1/1/2018	6/1/2021	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2019	6/1/2020	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Build	12/23/2021	3/30/2024	60%	<input type="radio"/>	Board approved the bid for the renovations of 395 building; staff is working with our legal counsel to generate the contract.
VCC Kitchen					
Design Phase	1/1/2015	8/1/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	8/1/2019	8/1/2021	100%	<input checked="" type="checkbox"/>	
Engineer's cost estimate	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
Proposed Board Approval	8/12/2022	11/18/2021	100%	<input checked="" type="checkbox"/>	
RFP	1/7/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
Build	4/18/2022	8/31/2023	95%	<input type="radio"/>	Waiting on PG&E for the construction date to do the switch over; once this is complete, will contact the City for the final inspection.
Cunningham Pool Shade Structures				<input type="radio"/>	
Design/Assessment Phase	1/1/2023	8/31/2023	60%	<input type="radio"/>	Staff is working on the design to present to the City for their approval; waiting on the engineer on this.
Permit Issued	9/1/2023	10/1/2023	0%	<input type="radio"/>	
RFP	11/2/2023	12/15/2023	0%	<input type="radio"/>	
Build	1/1/2024	3/1/2024	0%	<input type="radio"/>	
Dan Foley Artificial Field				<input type="radio"/>	
Assessment and Engineer's cost estimate	8/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	

TASK	START	END	% COMPLETE	DONE	NOTES
Board Approval	12/1/2022	12/8/2023	100%	<input checked="" type="checkbox"/>	
Design Phase	1/1/2023	6/21/2023	100%	<input checked="" type="checkbox"/>	The consultant is getting close to complete the plans.
RFP	8/1/2022	9/1/2023	100%	<input checked="" type="checkbox"/>	We received the proposals from the companies; we are working with the consultant to review what is included on the proposal.
Build	11/1/2023	12/31/2023	0%	<input type="checkbox"/>	
Cunningham Pool ADA Upgrades					
Design Phase	11/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	City will work on finalizing the plans and making the parking lot improvements.
Permit Issued	6/1/2022	8/5/2022	100%	<input checked="" type="checkbox"/>	City issued the permit.
RFP	6/21/2023	9/30/2023	0%	<input type="checkbox"/>	We received the bids but there were rejected; we are working with legal counsel to go out to bid again.
Build	11/1/2023	2/1/2024		<input type="checkbox"/>	
Terrace Park Playground					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	1/30/2022	100%	<input checked="" type="checkbox"/>	
Build	9/15/2023	10/15/2023	0%	<input type="checkbox"/>	Playground vendor will be starting on the installation of the new playground in September.
Children's Wonderland Shade Structures					
Design/Assessment Phase	1/1/2022	2/28/2022	100%	<input checked="" type="checkbox"/>	
RFP	4/1/2022	9/1/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued			0%	<input type="checkbox"/>	This is on hold for now.
Build			0%	<input type="checkbox"/>	
Setterquist RIRE Funds Upgrades					
Design/Assessment Phase	1/1/2022	2/28/2023	100%	<input checked="" type="checkbox"/>	
RFP	1/1/2023	3/1/2023	100%	<input checked="" type="checkbox"/>	

TASK	START	END	% COMPLETE	DONE	NOTES
Build	4/11/2023	7/28/2023	100%	<input checked="" type="checkbox"/>	This project is completed; we will be submitting all the documents to the State for the reimbursement.
Hanns Park Disc Golf				<input type="checkbox"/>	
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="checkbox"/>	
Build	10/6/2021	9/30/2023	98%	<input type="checkbox"/>	Staff installed the new signs; working on the welcome sign.
Hanns Park Restrooms ADA Upgrades				<input type="checkbox"/>	
Design/Assessment Phase	6/1/2022	11/1/2022	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2022	2/14/2023	100%	<input checked="" type="checkbox"/>	
RFP	3/17/2023	4/14/2023	100%	<input checked="" type="checkbox"/>	
Build	6/1/2023	9/15/2023	90%	<input type="checkbox"/>	Received a proposal from the same contractor to build stairs for the disc golf.
Lake Dalwigk Park Improvements				<input type="checkbox"/>	



General Manager Board Update

8/24/2023

- Maintenance staff meet with Vallejo Police Activities League (PAL) to discuss use, maintenance, and programming of fields,. We reassured them that they can continue their programs, and will have a future meeting with Recreation Staff and PAL. Maintenance staff is looking forward to making improvements.
- We have a walkthrough with the State this week regarding Setterquist Park improvements and Prop. 68 grant funds. We will also ask about Terrace and Franklin.
- Classifications for the remaining SEIU employees went out for a last review before the meet and confer with SEIU.
- The Human Resources Director should begin early September.
- Staff is working with the Interim Finance Director updating the budget, creating budget books, and the annual report.
- The first round of interviews for the Finance Director position are scheduled for the first week of September.
- I am working with Parks and Recreation staff regarding sports coordination and use of fields.
- Per discussion at the last board meeting, staff will provide an update on district marketing at the September 7th Special Board Meeting.
- There is a board training opportunity in October: The Special District Leadership Academy conference will be held October 22-25 in Santa Rosa. Please reach out to the Board Clerk if you are interested in attending.