



GREATER VALLEJO RECREATION DISTRICT

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

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

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

General Manager
Gabriel Lanusse

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting, will be made available for public inspection in the District offices during normal business hours. Documents will also be available electronically at <https://www.gvrd.org/about-us/agendas-minutes/>

Greater Vallejo Recreation District Board of Directors

AGENDA-REGULAR MEETING

March 10, 2022

Administrative Office – Board Room

395 Amador Street

6:30 p.m.

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

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.

6) **Consent Calendar:**

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

A) **Approve Board Minutes-February 24, 2022**

B) **Accept the Facility and Development Committee Minutes-February 22, 2022**

C) **Accept the Budget and Finance Committee Minutes -February 22, 2022**

7) New Business:

Board Authorization to Declare Surplus Equipment (Nuno)

2006 Ford Ranger

License # 1171099

VIN# 1FTYR10U96PA27019

ID # 1119

2007 Ford Ranger XL

License # 1216919

VIN # 1FTYR10E47PA76719

ID # 1131

2008 Ford F-250

License # 1238741

VIN # 1FTNF20Y18ED51973

ID # 1104

1991 Waymatic Concession

Trailer

License # N/A

VIN # 1W9MH2168M1049622

INVENTORY # 10188

2006 John Deer 1600 12'

Mower

PART # TC1600T050493

SERIAL# TCRG715060141

ID # 1133

INVENTORY #10091

8) Staff Reports-

A) Maintenance Superintendent

B) Finance Director - Informational Only

C) Human Resources Manager

D) Recreation Superintendent - Informational Only

9) Executive Session:

CONFERENCE WITH DISTRICT'S DESIGNATED REPRESENTATIVES

(LEGAL COUNSEL, DIRECTORS SALVADORI AND ALIGA) REGARDING

CONTRACT NEGOTIATIONS WITH GENERAL MANAGER Called pursuant

to Government Code sections 54957 and 54957.6.

10) Announcements and Comments from Board Members:

11) Meeting Adjourn:

Next meeting: March 21, 2022 – Special Board Meeting



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Greater Vallejo Recreation District Board of Directors

MINUTES

February 24, 2022 – 395 Amador Street

6:30 p.m.

1) Call to Order:

Secretary Aliga called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30 p.m., February 24, 2022, in the Board Room of the Greater Vallejo Recreation District Office, 395 Amador Street, Vallejo, California.

2) Pledge of Allegiance:

3) Roll Call:

Present: Vice-Chairperson Adjoa McDonald (arrived at 6:34pm and continued the meeting as Chairperson); Directors; Robert Briseno, Gary Salvadori, and Rizal Aliga

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

Excused: Chairperson Ron Bowen

4) Approval of Agenda:

Director Salvadori offered the motion, seconded by Director Briseno to approve the agenda. Motion passed.

5) Presentation:

City Park Events-Avonelle Hanley-Mills

6) 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

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.

A) Approve Board Minutes-February 10, 2022

B) Accept Programs and Publicity Committee Minutes-February 7, 2022

Director Salvadori offered the motion seconded by Director Briseno to approve the Consent Calendar. Motion passed.

8) New Business:

Approve 1st Read of Policy #3012-Pricing Policy (Lanusse)

Director Briseno offered the motion, seconded by Director Salvadori to approve the 1st Ready of Policy #3012-Pricing Policy with the following changes: Add pricing elevator back into the policy and include a minimum dollar amount for Board approval of fee waivers. Motion passed.

9) Staff Reports-Informational Only:

A) Maintenance Superintendent

- Announced an upcoming community clean up at Glen Cove Waterfront Park
- Provided an update current district projects
- Provided an update on the Fishing in the City event
- Provided an update on full-time recruitment
- Provided an update on lighting upgrades in the parks.

B) Finance Director

- Announced that the foundation received a \$1,000 donation in Memory of Jack Wilson.
- Informed the board the financials will be presented at the March 24th board meeting.

C) Human Resources

- Provided information on the CSDA salary survey and announced GVRD's participation.

D) Recreation Department

- Announced the Little Library at Children's Wonderland will be replaced.
- Provided an update on recruitment.

- Gave an update on the recent participation in Vallejo Project's Youth Resource Fair.

E) General Manager

- Gave an update on the recent board tours.
- Provided an update on the Strategic Planning process.
- Provided an update on marketing development.

10) Executive Session: At 7:28p.m. Vice-Chairperson McDonald convened to executive session
CONFERENCE WITH DISTRICT'S DESIGNATED REPRESENTATIVE (LEGAL COUNSEL AND DIRECTORS ALIGA AND SALVADORI) REGARDING CONTRACT NEGOTIATIONS WITH GENERAL MANAGER With respect to closed sessions called pursuant to 54957 and 54957.6.

At 8:46pm Vice-Chairperson McDonald reconvened regular session and reported the following: Board gave direction to negotiators. No action taken.

11) Announcements and Comments from Board Members:

Board Members reported on various community events and meetings attended. Acting Chairperson McDonald announced the appointment of Directors Briseno and McDonald to the proposed Ad-Hoc Committee that may be established with two members of the Vallejo City Council.

12) Meeting Adjourn:

Director Briseno offered the motion, seconded by Director Aliga to adjourn the meeting at 8:53 p.m. Motion passed.

Rizal Aliga, Board Secretary

Date



Agenda 6D

BOARD COMMUNICATION

Date: March 10, 2022

TO: Board Chairperson and Directors

FROM: Staff

SUBJECT: Accept the Minutes from the Facility and Development Committee meeting February 22, 2022

RECOMMENDATION

To accept the minutes from Facility and Development Committee from the February 22, 2022 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Facility and Development Committee Minutes from February 22, 2022



GREATER VALLEJO RECREATION DISTRICT

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Facility and Development Committee Minutes Tuesday, February 22, 2022 3:00 p.m. Administrative Office-Board Room 395 Amador Street

In attendance: Director Salvadori, General Manager Lanusse, Maintenance Superintendent Nuno

Meeting began 3:00 pm

1. Update on the Vallejo Community Center Project:

Maintenance Superintendent Nuno reported that the bid opening for the upgrades is due on Monday February 28th. Maintenance Superintendent Nuno also provided the asbestos and lead assessment report and highlighted the areas that would need abatement before making the kitchen and ADA upgrades.

2. Grant Mahony Upgrades:

Maintenance Superintendent Nuno reported that staff has been working with an architect on the lighting design of the Park and the building assessment. Staff mentioned that City approved the plans for the lighting in the pathways in the park. The architect is also working on the assessment report of the building and based on the conversions with the architect, the assessment report is not looking favorable for the possibility of using the building for day care or other similar. The architect is working on getting a second opinion and will complete the building assessment report soon.

3. Update On 395/401 Amador Street Building Upgrades:

Maintenance Superintendent Nuno reported that the contractor continues making progress on the Northside area of the 401 building; the contractor completed the plumbing of the restrooms and is waiting on the City to do the inspection. The contractor will start working on the electrical.

4. Disc Golf Course Signage Request:

Staff reported that they checked at other disc golf courses. One in Napa and another one in the City of Benicia, and they do not have any holes named after someone's name. Staff also presented the bios provided from the person wanting their names on some of the disc golf holes. The direction from the committee is to have the names of all the people and unions who worked on this project on a sign at the entrance of the disc golf course.

5. Richardson Corp Yard Electrical Upgrades:

Maintenance Superintendent Nuno reported that PG&E approved the design of the electrical upgrade, and the City of Vallejo issued a permit. Staff is working on getting proposals from electrical companies.

6. 10-Year Master Plan Final Report:

General Manager Lanusse reported that we received the final 10-Year Master Plan, and it is posted on our GVRD website.

7. Prop. 68- Per Capita Grant- Terrace Park:

Maintenance Superintendent Nuno reported that the application was submitted to the State to approve the funds for the project. The State has sent the contract for a signature; they will be contacting staff to let us know what's the next step. Staff is currently obtaining proposals for playground designs for this project.

8. Prop 68 – RIRE Capita Grant- Setterquist:

Maintenance Superintendent Nuno reported that staff submitted the application to the State to approve the project for Setterquist Park improvements, and should be receiving the contract soon from the State.

Adjourned at 3:55 pm

Next Meeting: March 21, 2022



Agenda 6C

BOARD COMMUNICATION

Date: March 10, 2022

TO: Board Chairperson and Directors

FROM: Staff

**SUBJECT: Accept the Minutes from the Budget and Finance Committee meeting
February 22, 2022**

RECOMMENDATION

To accept the minutes from Budget and Finance Committee from the February 22, 2022 meeting.

DOCUMENTS AVAILABLE FOR REVIEW

A) Budget and Finance Committee Minutes from February 22, 2022



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Budget and Finance Committee Minutes Tuesday, February 22, 2022 Board Room 395 Amador Street

In attendance: Director McDonald, Director Aliga, General Manager Lanusse,
Finance Director Harman

Meeting began: 6:30 PM

1. Budget Calendar-Fiscal Year 2022-2023

The Budget Calendar for FY 2022-2023 was presented to the committee. Finance Director Harman and General Manager Lanusse described the budget process for the committee.

2. UAL – CalPERS Unfunded Accrued Liability Funding Proposals

Proposals from two firms were presented to the committee. The committee determined that they would like to move forward with the refunding and that the information should be presented at an upcoming board meeting.

3. Overview of Monthly Financial Reports

Finance Director Harman provided the committee with an overview of the monthly financial reports and the information contained therein.

Adjourned at 7:45 PM



Agenda # 7

BOARD COMMUNICATION

Date: March 10, 2022

TO: Board Chairperson and Directors

FROM: Salvador Nuno, Maintenance Superintendent

SUBJECT: Board Authorization to Declare Equipment Surplus Property.

BACKGROUND AND DISCUSSION

District equipment is evaluated yearly as to condition and need. The cost to maintain this equipment for staff use has been determined to exceed the value of the equipment. Currently this equipment is not in use and would be sold at auction at First Capital Auction, Inc. or sold as salvage.

Equipment:

2006 Ford Ranger

License # 1171099

VIN# 1FTYR10U96PA27019

ID # 1119

2007 Ford Ranger XL

License # 1216919

VIN # 1FTYR10E47PA76719

ID # 1131

2008 Ford F-250

License # 1238741

VIN # 1FTNF20Y18ED51973

ID # 1104

1991 Waymatic Concession Trailer

License # N/A

VIN # 1W9MH2168M1049622

INVENTORY # 10188

2006 John Deer 1600 12' Mower
PART # TC1600T050493
SERIAL# TCRG715060141
ID # 1133
INVENTORY #10091

RECOMMENDATION

Approve the authorization to declare the above equipment surplus property.

ALTERNATIVES CONSIDERED

These vehicles and equipment have exceeded their useful life and have been replaced and/or are no longer meet the needs of the district. The cost of maintaining and storing this equipment exceeds their useful value.

COST

None

COMMITTEE REVIEW

None

ENVIRONMENTAL REVIEW

This is not a project as defined by the California Environmental Quality Act ("CEQA") pursuant to section 15378 (b) (2) of Title 14 of the California Code of Regulations as it is an administrative activity and is not subject to CEQA review.

PROPOSED ACTION

Declare above equipment surplus property

DOCUMENTS AVAILABLE FOR REVIEW

None



Maintenance Department Board Report

3/10/2022

Parks and Facilities

- Sports Fields
 - Staff worked on Madren and Setterquist field; they will continue working on getting fields ready for the season.
- Lake Dalwigk
 - We received the great news that Lake Dalwigk Park is on the award list from CalTrans Clean California Grant Program.
- Dan Foley Park
 - Staff is working on replacing the partitions on the Parks restrooms by the Soccer field.
- Children's Wonderland
 - Staff is getting proposals for shade structures.
- Lighting in the Parks
 - Staff worked on the LED retrofitting of Glen Cove Park.
- Training
 - I will be attending a CPRS Park development & operations symposium on March 8th.
- Staff Recruitment
 - We will be selecting a candidate for the Maintenance Worker position soon.
 - The Irrigation Specialist position is posted; we will be checking the applications soon.
 - Staff continues working with the recruitment for Visitor Services monitors for our Visitor Services season.
- Equipment
 - The Parks Department received a sweeper that would help with the cleaning of our parking lots.

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
395/401 Renovations					
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	12/23/2022	7/1/2022	25%	<input type="checkbox"/>	City approved the insulation inspection; City will be also doing an inspection of the plumbing.
401 Seismic Retrofit					
Design Phase	8/1/2020	12/10/2020	100%	<input checked="" type="checkbox"/>	
Permit Issued	1/5/2021	1/27/2021	100%	<input checked="" type="checkbox"/>	
RFP	3/22/2021	4/30/2021	100%	<input checked="" type="checkbox"/>	
Build	4/27/2021	3/1/2021	100%	<input checked="" type="checkbox"/>	Contractor completed all the work; a Notice of Completion was filed to the County.
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	1/7/2021	2/28/2022	100%	<input checked="" type="checkbox"/>	We received four bids for the project.
Build	4/4/2022	9/1/2022	0%	<input type="checkbox"/>	
Dan Foley Cultural Center Upgrades					
Phase design	7/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	
RFP	8/1/2021	10/1/2021	100%	<input checked="" type="checkbox"/>	

Build	8/1/2021	3/31/2022	<div style="width: 80%; background-color: #28a745;">80%</div>	<input type="radio"/>	Waiting on the company making the acoustic tiles.
Richardson Electrical					
Design Phase	3/1/2020	1/28/2022	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	
Permit Issued	2/3/2022	2/11/2022	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	City issued the permit.
RFP	2/14/2022	3/31/2022	<div style="width: 20%; background-color: #28a745;">20%</div>	<input type="radio"/>	Staff is working on getting proposals from contractors.
Build	5/2/2022	7/1/2022		<input type="radio"/>	
Cunningham Pool ADA Upgrades					
Design Phase	11/1/2020	1/28/2022	<div style="width: 95%; background-color: #28a745;">95%</div>	<input type="radio"/>	City completed the plan check with comments; PDF designs will work on the revisions for the resubmittal.
Permit Issued	3/1/2022	3/31/2022		<input type="radio"/>	
RFP	4/1/2022	4/29/2022		<input type="radio"/>	
Build	5/2/2022	8/1/2022		<input type="radio"/>	
Grant Mahony Building Upgrades and Park Lighting					
Design/Assessment Phase	9/1/2021	2/28/2021	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	We received the building assessment report of the building.
Permit Issued	2/1/2022	2/16/2022	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	City issued the permit for the Park lighting.
RFP	2/17/2022	4/1/2022		<input type="radio"/>	
Build	5/2/2022	8/1/2022		<input type="radio"/>	
PB Projects					
Design Phase	1/1/2020	3/24/2020	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	City postponed the projects on 2020 due to the pandemic.
RFP	5/2/2021	6/20/2021	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	
Build	11/12/2021	2/28/2022	<div style="width: 70%; background-color: #28a745;">70%</div>	<input type="radio"/>	Landscape contractor began the work for the smart greener garden at SVCC and Setterquist Park; they will be replacing sections of damaged concrete on the sidewalks.
Hanns Park Disc Golf					
Design Phase	3/1/2021	9/27/2021	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	<div style="width: 100%; background-color: #28a745;">100%</div>	<input checked="" type="checkbox"/>	
Build	10/6/2021	2/15/2022	<div style="width: 90%; background-color: #28a745;">90%</div>	<input type="radio"/>	Staff is working on installing the benches.



Finance Department Board Report

3/10/2022

Budget FY 22-23

- The General Manager and I met with staff (Dept. heads, supervisors, and coordinators) to provide instruction and answer questions on completing the budget worksheets. The GM will be meeting with Dept. heads to go over completed worksheets and discuss options. Our goal is to have a final budget to the Board for adoption at the May 26th meeting. Finance staff is working on estimated full time salaries and benefits for the new FY.

CAPRI Workers' Compensation Estimated Payroll for FY 22-23

- Staff has completed and submitted the CAPRI Workers' Compensation Estimated Payroll report for FY 22-23. CAPRI will use this report to estimate our Workers' Compensation premium for FY 22-23. At the end of the FY, they will request a report of actual payroll and will adjust the premium accordingly – invoice or refund.

CalPERS Unfunded Accrued Liability

- Proposals received from two firms for the financing of our Unfunded Accrued Liability with CalPERS were presented to the Budget and Finance Committee on 2/22/22. The information will be presented to the board at the 3/24/22 meeting.

COVID related leave

- Finance and Human Resources are working together to develop a process to implement the new COVID related leave provided by the state.



Human Resources Board Report

3/10/2022

Personnel Update:

We are happy to share that our two open Recreation Coordinator positions have been filled by wonderful candidates that will be starting a little later this month.

Open Positions

- Maintenance Irrigation Specialist
- Visitor Services Coordinator – PT
- Visitor Services Monitor – PT
- Lifeguard Swim Instructor – PT
- EXLP/Kid's Club Rec Leader – PT
- Parks Maintenance Worker

The hiring process often includes scheduling, assessments, multiple interviews, finger printing, and pre-employment medical exams. These multi-step processes have mostly been managed by our HR Clerk. Human Resources and Hiring Managers have found the new hiring process through BambooHR to be much easier to collaborate, navigate, and hire new employees.

Classification Study:

- HR continues to work toward finishing the Classification study with the help of the GM and collaborations with the Unions.

Staff Appreciations and Congratulations:

- HR has partnered with Department heads to working on boosting staff morale after the challenging two years of Covid we've all experienced.
- Thank you to Superintendent Antony Ryans for championing Employee Appreciation Day
- Round of applause for Superintendent Salvador Nuno and his hard work on securing a \$4.5M grant for Lake Dalwigk park!!!

Compensation Study:

- Please see attached report of Salary Survey information from CDSA for FY 2020-2021




Created On: 3/7/2022
Created By: Greater Vallejo Recreation District
Casey Halcro

10 of 10 slide(s) shown, with average of 123 responses per slide.

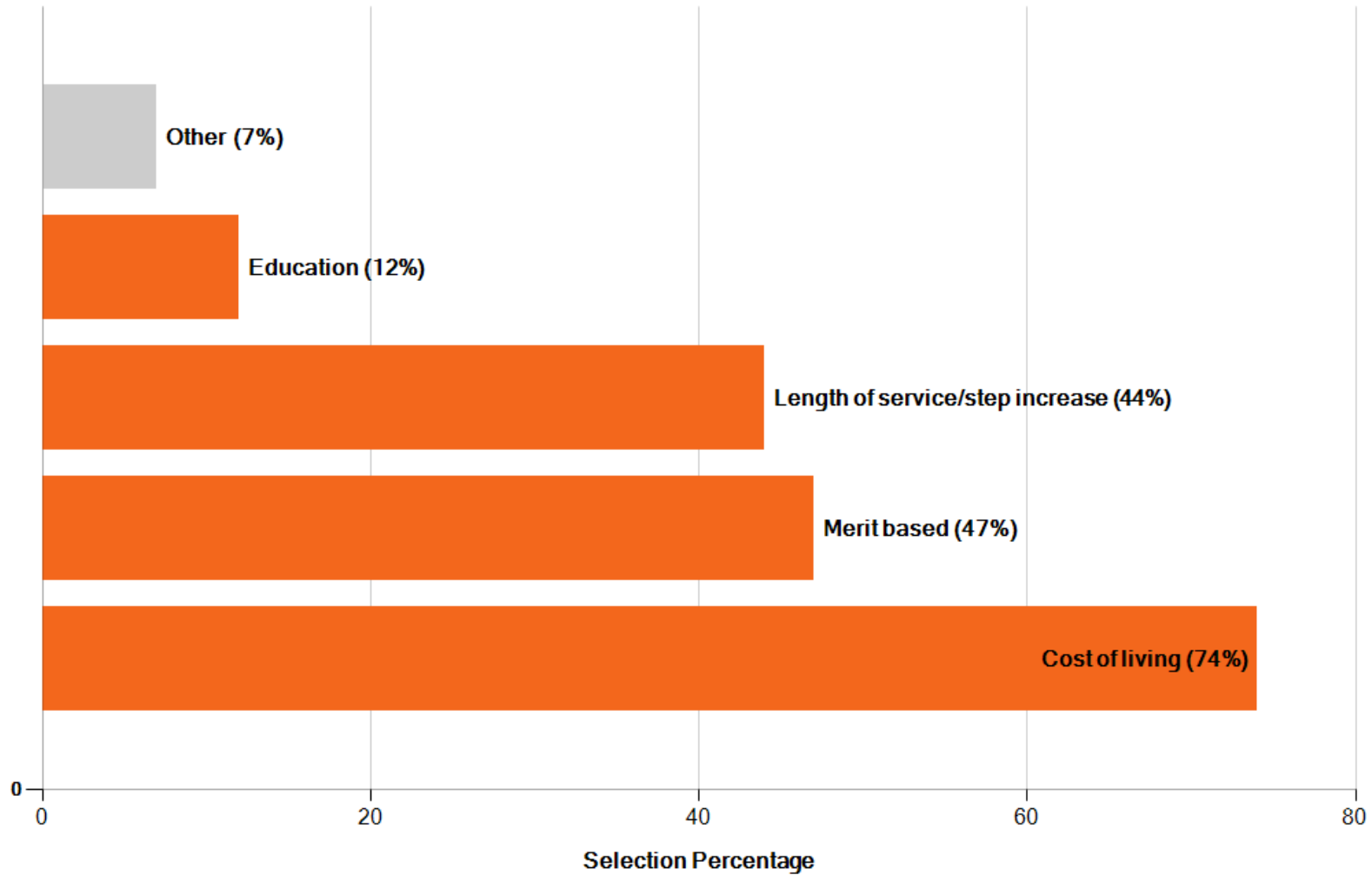
Filters:

When reading the following charts:

- Numeric results are present in quartiles, values that divide a list of numbers into quarters.
 - 25th Percentile/first quartile = 25% of the data fall below this percentile.
 - 50th Percentile/median = The median represents the middle number where 50% of answers are lower and 50% are higher.
 - 75th Percentile/third quartile = 75% of the data fall below this percentile.
- On each column chart and horizontal bar graph, the answers you provided are indicated in orange. 

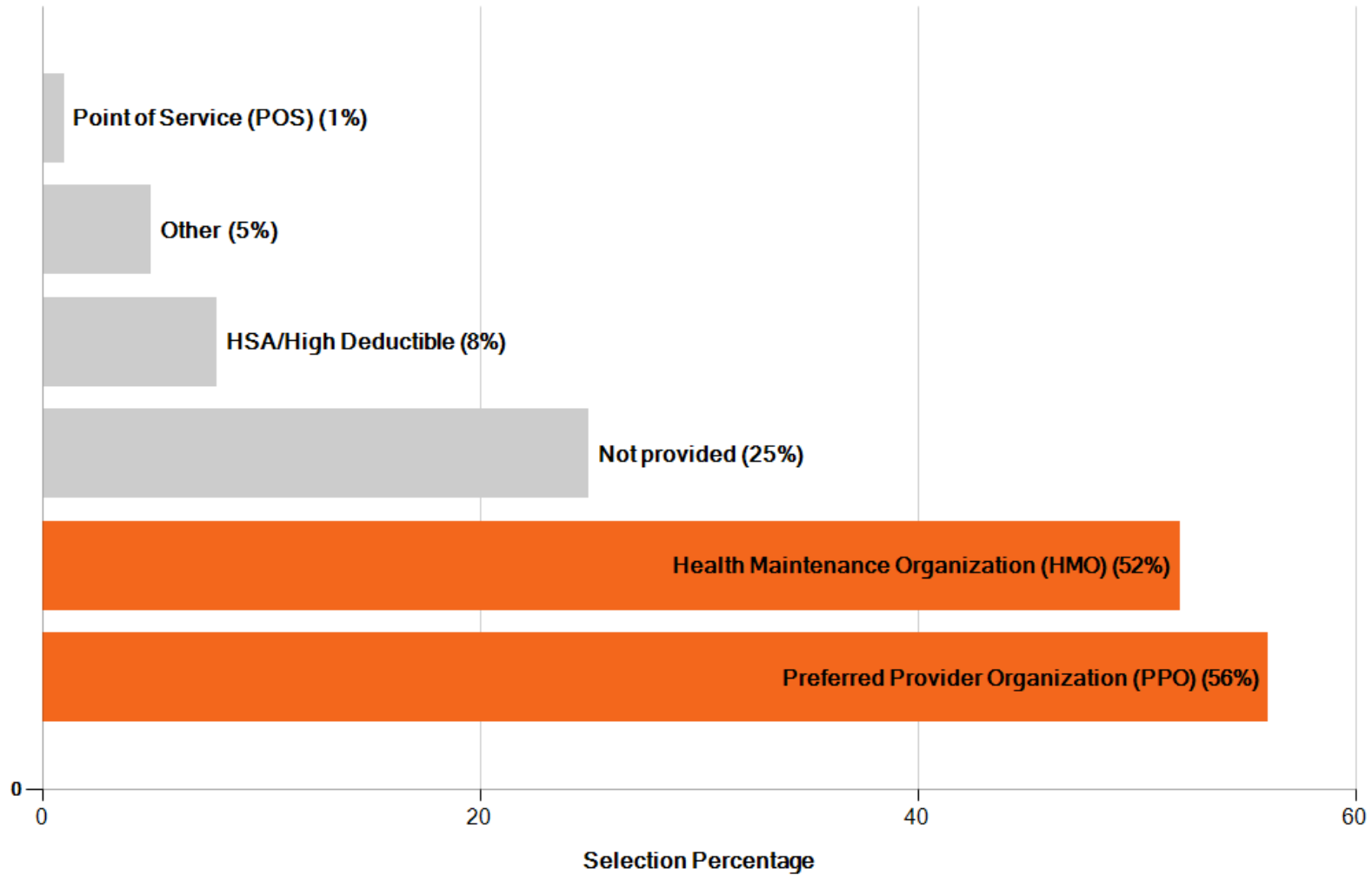


Salary Increases Granted to Staff



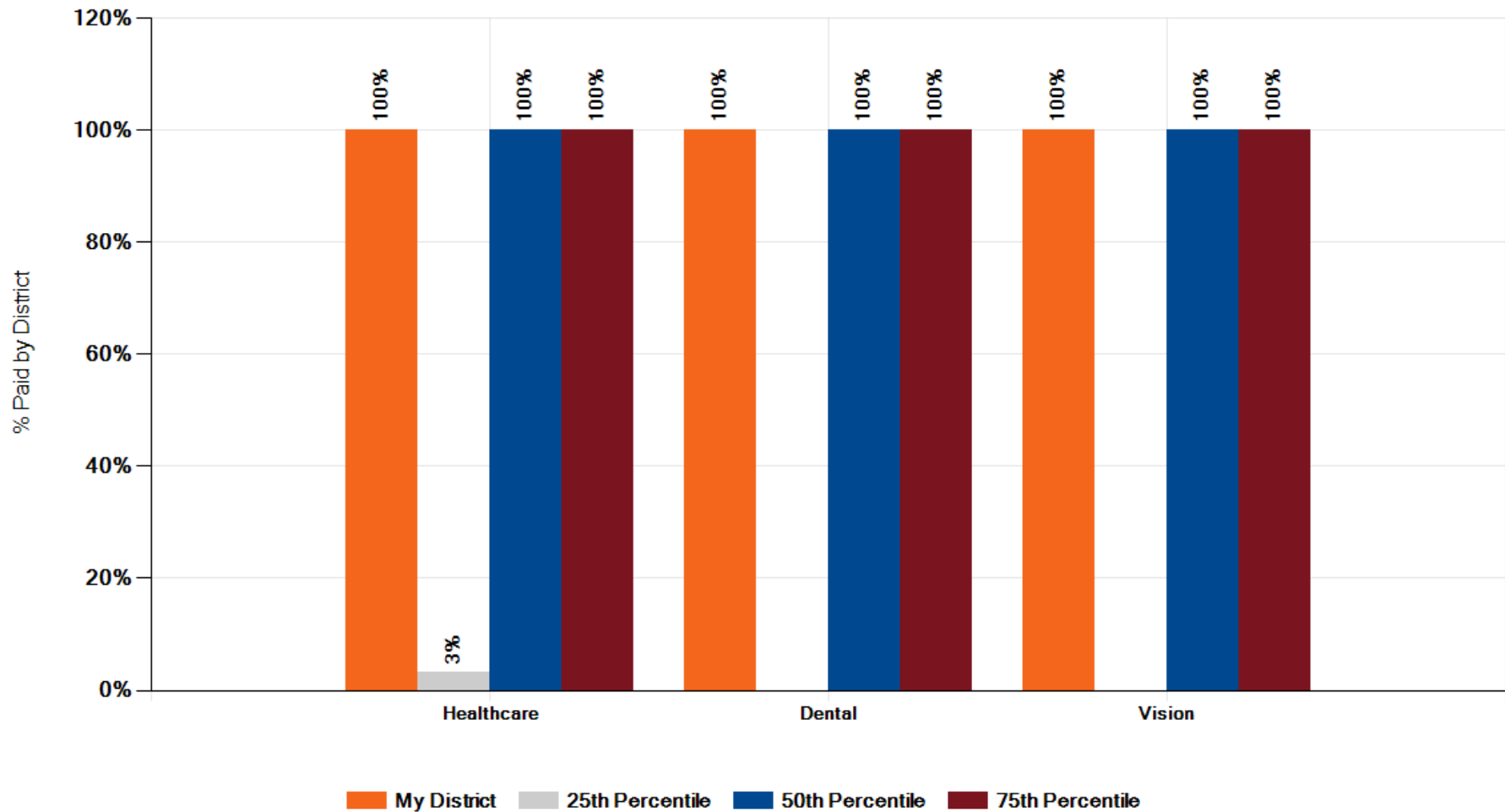


Healthcare Plans Provided



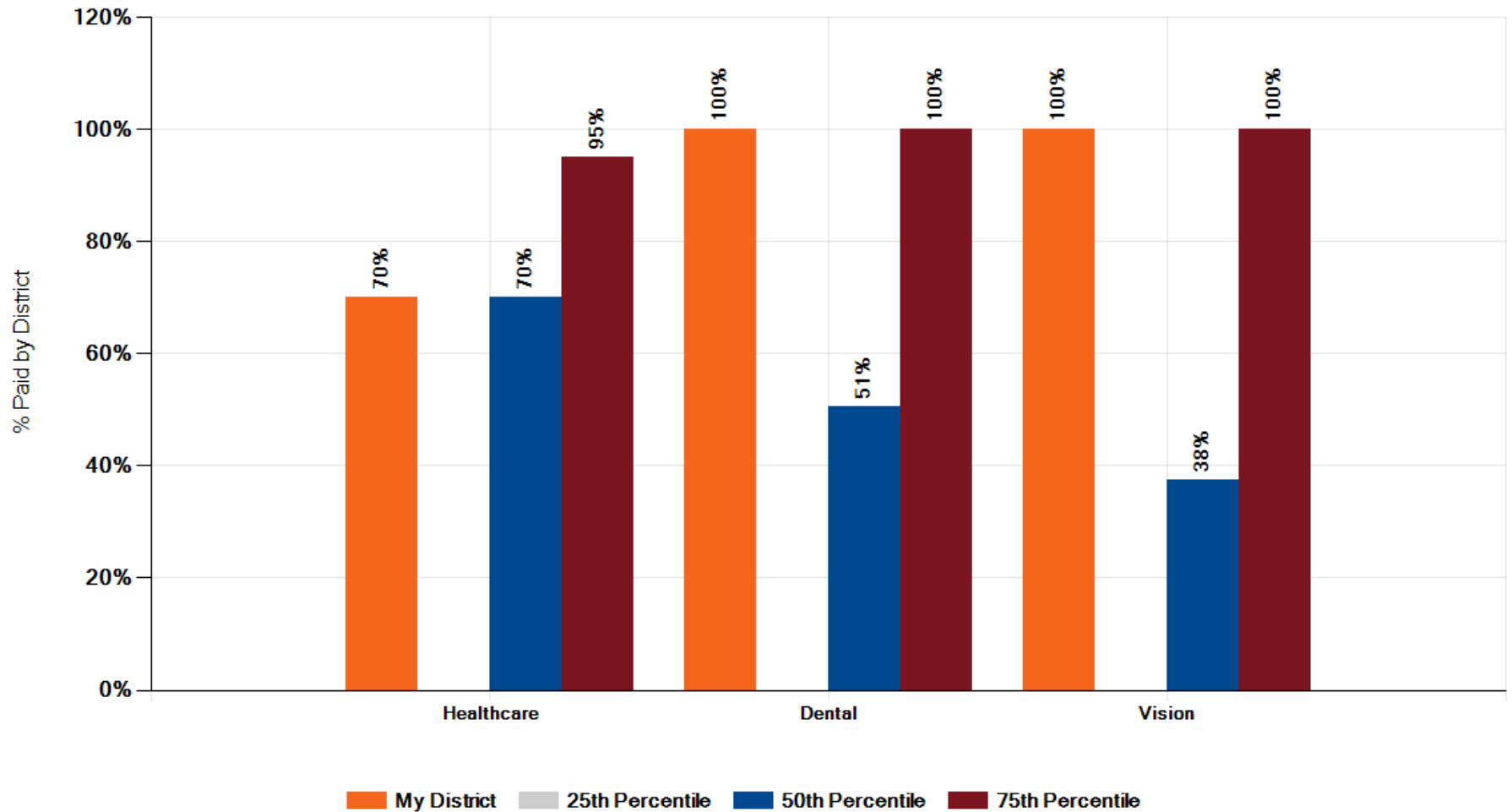


Employee Insurance Paid by District



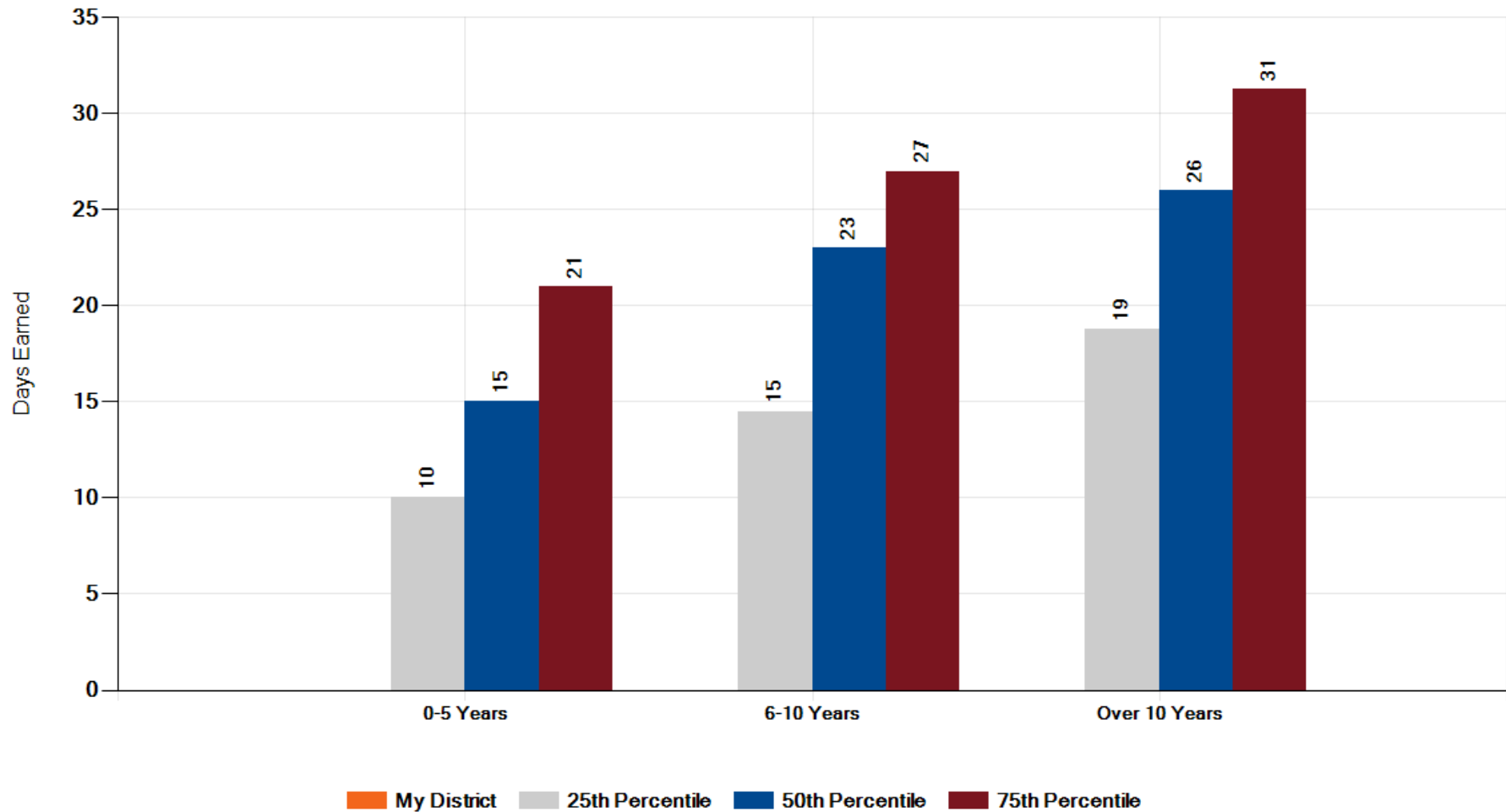


Dependent Insurance Paid by District



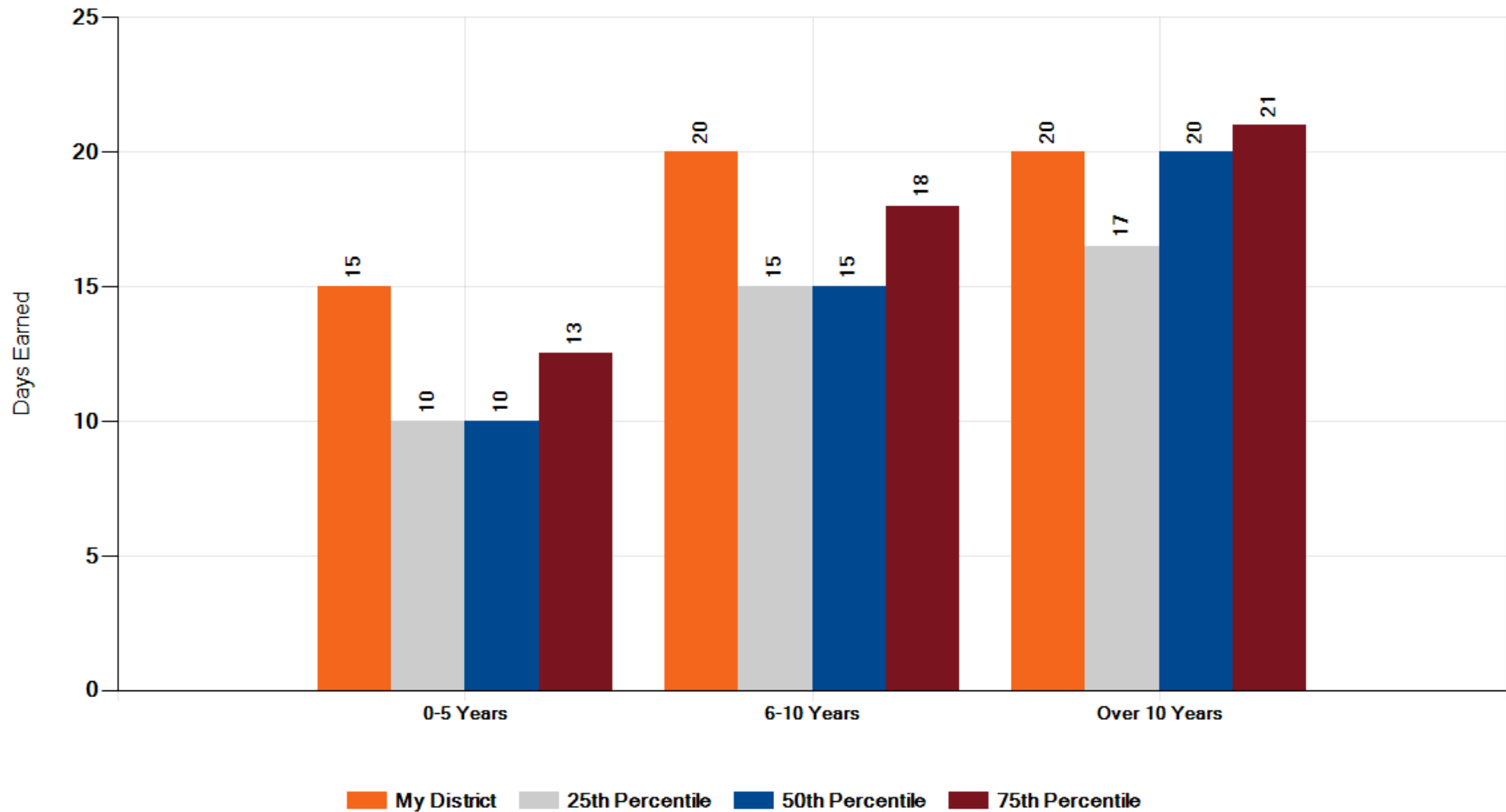


PTO Days Earned Annually by Years of Service



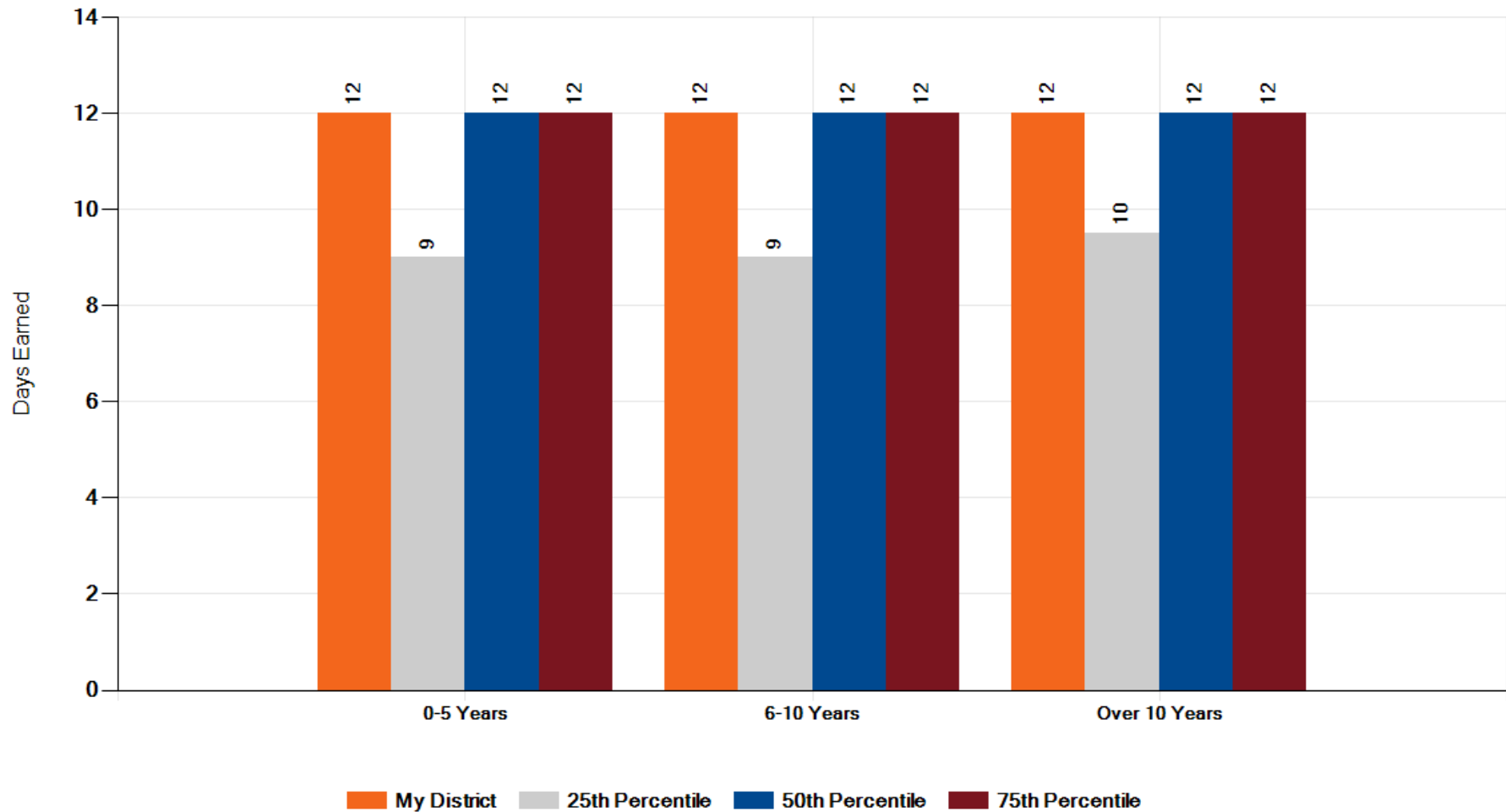


Vacation Days Earned Annually by Years of Service



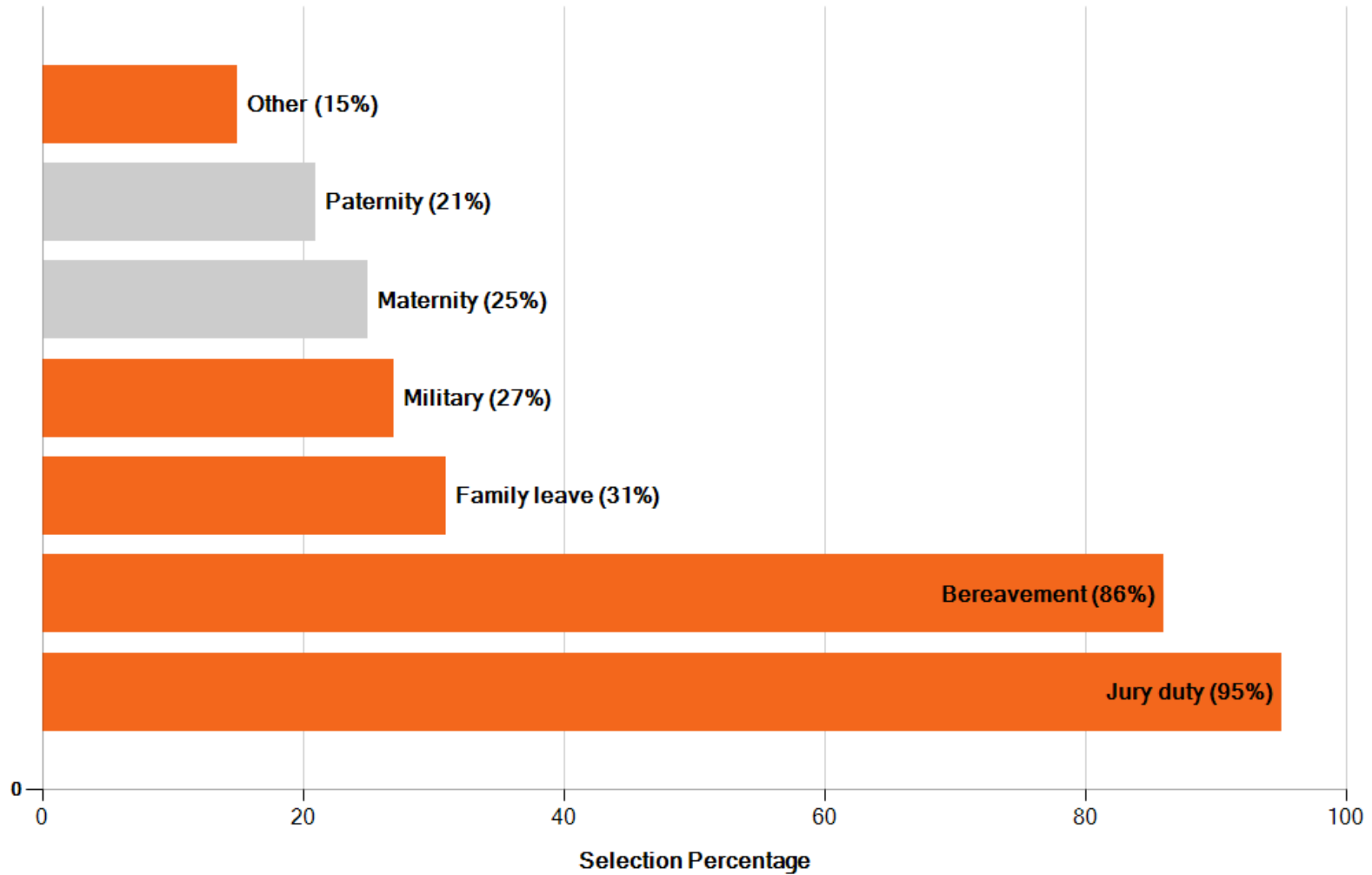


Sick Days Earned Annually by Years of Service



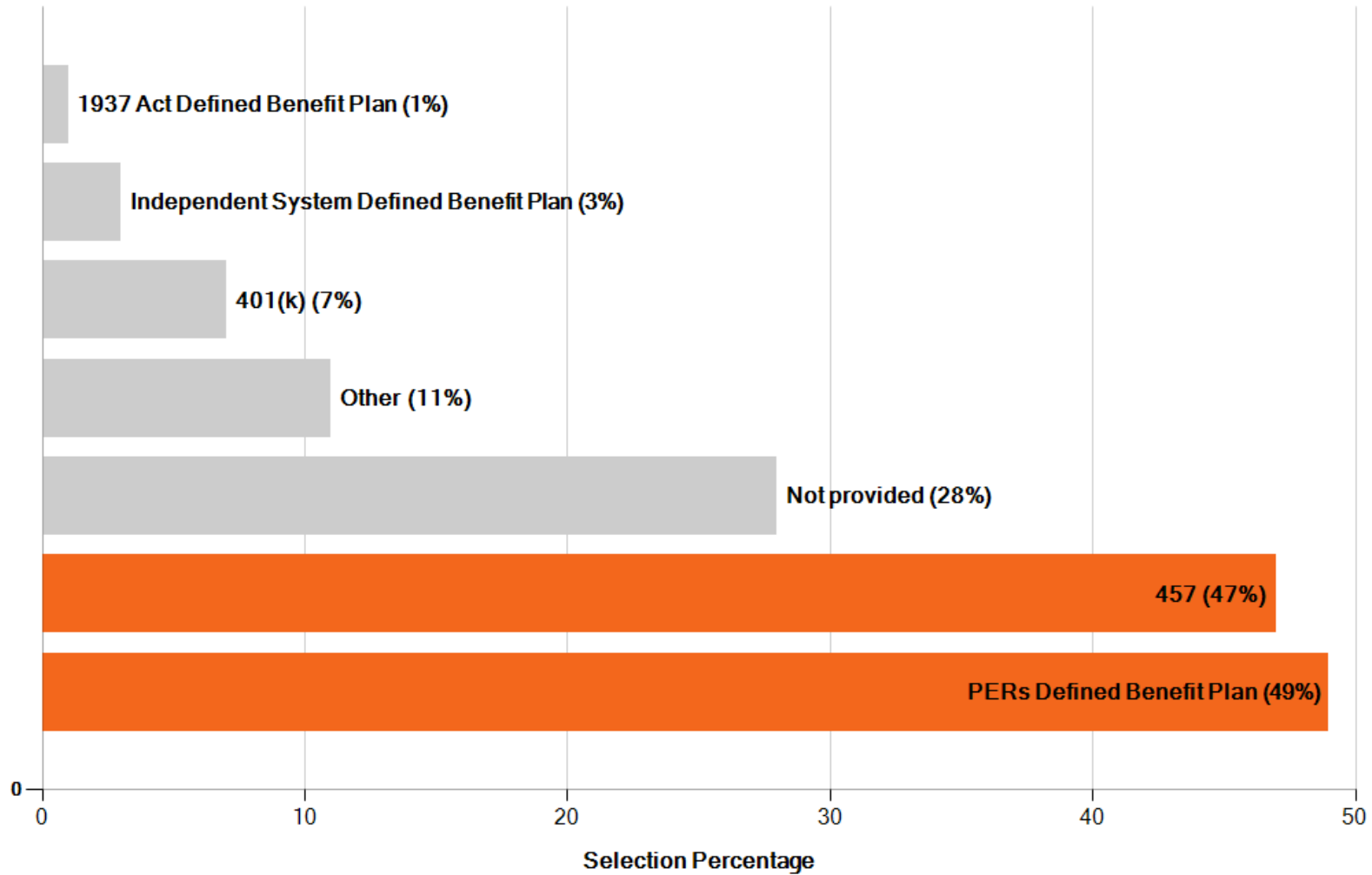


Other Paid Time Off Provided



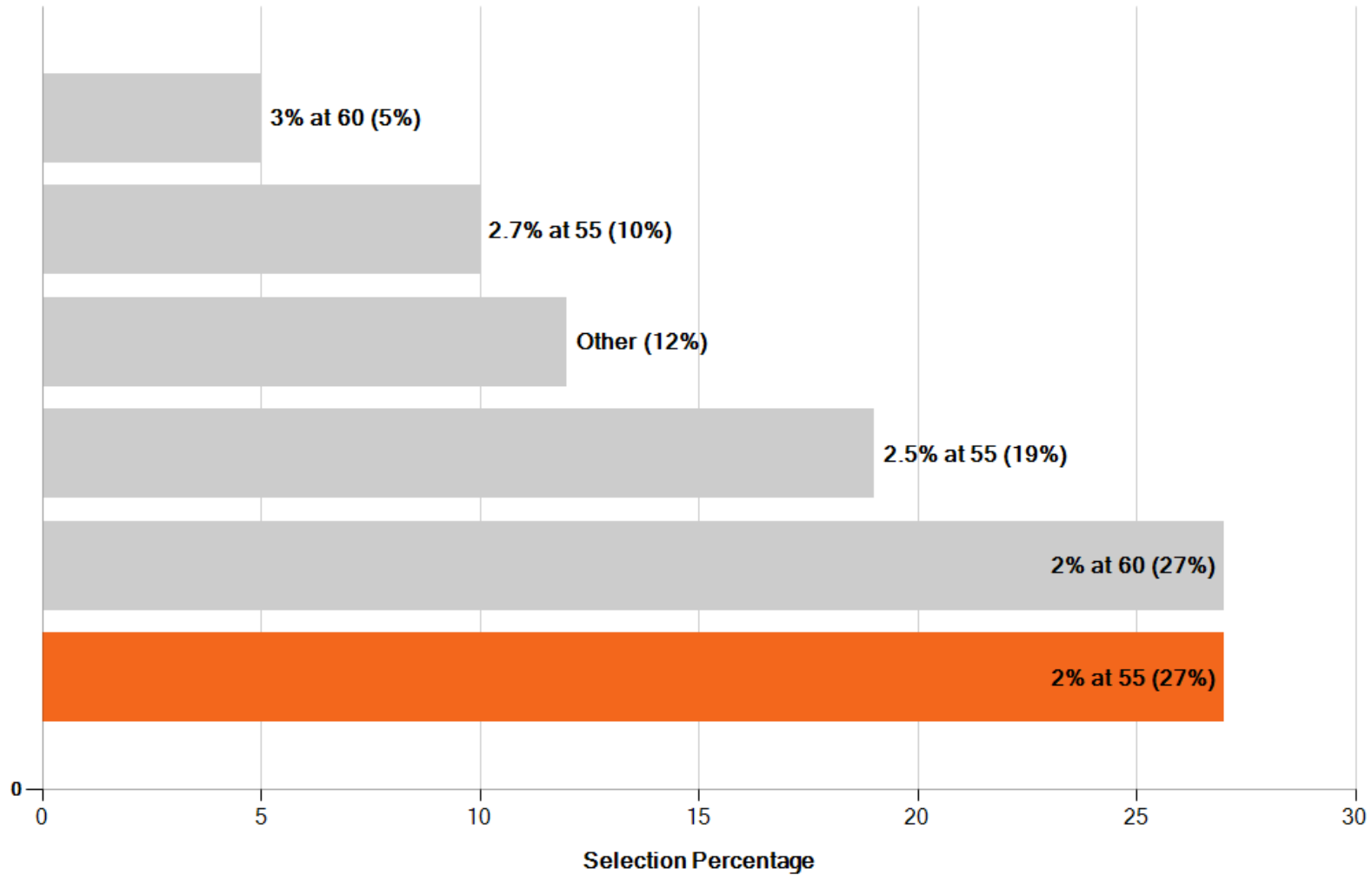


Retirement Plans Offered





PERS Retirement Plan Formula





California Special
Districts Association
Districts Stronger Together

SPECIAL DISTRICT

Administrative Salary & Benefits Survey

Survey Results

Greater Vallejo Recreation District
3/7/2022
FY2020-21

Filters Applied:

This report provides results for the Administrative Salary & Benefits Survey.

These worksheets present numeric data by percentiles, values that divide a list of numbers into quartiles.

- "My District's Data (Percentile)" displays the data you entered and your (corresponding percentile).
- 25th Percentile/first quartile = 25% of the data falls below this percentile.
- 50th Percentile/median = The median represents the middle number where 50% of the answers are lower and 50% are higher.
- 75th Percentile/first quartile = 75% of the data falls below this percentile.

For multiple choice responses:

- The percentage listed in the Median/Selection Rate column represents the percent of total survey respondents selecting that answer.
- In the "My District's Data (Percentile)" column, check marks indicate the answers you selected.

	A	B	C	D	E	F
1	Greater Vallejo Recreation District	Benchmarking Results				
2		My District's	25th	Median/	75th	# of
3		Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
4	Overview					
5	Approximate Population/Customers Served	120,000 (78th)	1,900	19,000	94,859	189
6	Number of Full Time Equivalent (FTE) Employees	35.00 (79th)	3.00	9.00	29.63	196
7	Total Operating Revenue	\$9,672,608 (75th)	\$510,849	\$2,128,754	\$9,538,694	184
8						
9	Primary County in which District is Located					201
10	Alameda			1%		
11	Alpine			-		
12	Amador			0%		
13	Butte			2%		
14	Calaveras			1%		
15	Colusa			0%		
16	Contra Costa			4%		
17	Del Norte			-		
18	El Dorado			2%		
19	Fresno			5%		
20	Glenn			-		
21	Humboldt			1%		
22	Imperial			1%		
23	Inyo			-		
24	Kern			4%		
25	Kings			-		
26	Lake			0%		
27	Lassen			1%		
28	Los Angeles			2%		
29	Madera			0%		
30	Marin			3%		
31	Mariposa			-		
32	Mendocino			2%		
33	Merced			1%		
34	Modoc			0%		
35	Mono			1%		
36	Monterey			3%		
37	Napa			0%		
38	Nevada			3%		
39	Orange			2%		
40	Placer			2%		
41	Plumas			4%		
42	Riverside			5%		
43	Sacramento			3%		
44	San Benito			0%		
45	San Bernardino			7%		
46	San Diego			5%		
47	San Francisco			-		
48	San Joaquin			1%		
49	San Luis Obispo			3%		
50	San Mateo			2%		
51	Santa Barbara			2%		
52	Santa Clara			-		
53	Santa Cruz			1%		
54	Shasta			1%		
55	Sierra			0%		
56	Siskiyou			1%		
57	Solano		✓	2%		
58	Sonoma			2%		
59	Stanislaus			2%		
60	Sutter			0%		
61	Tehama			1%		
62	Trinity			0%		
63	Tulare			3%		

	A	B	C	D	E	F
1	Greater Vallejo Recreation District	Benchmarking Results				
2		My District's	25th	Median/	75th	# of
3		Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
64	Tuolumne			-		
65	Ventura			1%		
66	Yolo			1%		
67	Yuba			-		
68						
69	District Network					201
70	Northern Network			15%		
71	Bay Area Network	✓		17%		
72	Sierra Network			18%		
73	Central Network			14%		
74	Coastal Network			11%		
75	Southern Network			24%		
76						
77	District Type					201
78	Air Quality Management			-		
79	Airport			1%		
80	Community Services			12%		
81	Cemetery			11%		
82	Fire Protection			11%		
83	Flood Control/Levee			1%		
84	Harbor/Port			1%		
85	Healthcare/Hospital			3%		
86	Irrigation			5%		
87	Library			1%		
88	Memorial			0%		
89	Mosquito/Vector/Pest Control			6%		
90	Open Space			0%		
91	Recreation & Park	✓		13%		
92	Reclamation			1%		
93	Resource Conservation			5%		
94	Sanitary/Sanitation			11%		
95	Transit			0%		
96	Utilities			6%		
97	Waste Management			5%		
98	Water			29%		
99	Other			3%		

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
General Benefits					
Percentage of Healthcare Premium Paid by District for Employees	100% (50th)	1%	100%	100%	163
Percentage of Healthcare Premium Paid by District for Dependents	70% (50th)	0%	70%	95%	163
Percentage of Dental Insurance Premium Paid by District for Employees	100% (50th)	0%	100%	100%	163
Percentage of Dental Insurance Premium Paid by District for Dependents	100% (75th)	0%	50%	100%	163
Percentage of Vision Insurance Premium Paid by District for Employees	100% (50th)	0%	100%	100%	163
Percentage of Vision Insurance Premium Paid by District for Dependents	100% (75th)	0%	25%	100%	163
Salary Increases Granted to Staff					
Merit based	✓		48%		145
Cost of living	✓		74%		
Length of service/step increase	✓		44%		
Education	✓		12%		
Other			7%		
Healthcare Plan Provided					
HSA/High Deductible			8%		168
Health Maintenance Organization (HMO)	✓		52%		
Preferred Provider Organization (PPO)	✓		55%		
Point of Service (POS)			1%		
Other			5%		
Not provided			25%		
Life Insurance Premium Payment for Employees					
Fully paid by district	✓		49%		164
Partially paid by district			3%		
Fully paid by employee			1%		
Not provided			47%		
Life Insurance Premium Payment for Dependents					
Fully paid by district			6%		164
Partially paid by district			2%		
Fully paid by employee	✓		15%		
Not provided			77%		
Short Term Disability Insurance Premium Payment					
Fully paid by district			19%		163
Partially paid by district			4%		
Fully paid by employee			15%		
Not provided	✓		63%		
Long Term Disability Insurance Premium Payment					
Fully paid by district			26%		163
Partially paid by district			2%		
Fully paid by employee			12%		
Not provided	✓		60%		
Additional Benefits Provided					
Education assistance (tuition reimbursement)	✓		62%		123
Employee assistance (emotional wellness)	✓		42%		
Flexible spending account			37%		
Cell phone/Cell phone allowance	✓		59%		
Uniforms/Uniform allowance	✓		67%		
Vehicle/Vehicle allowance			18%		
Health club membership			11%		
Other			11%		
Alternative Work Schedules/Arrangements					
9 days/80 hours schedule	n/a		43%		83
4 days/10 hours schedule			39%		
Other flexible schedule			37%		
Telecommuting			42%		
Paid Time Off					
Total PTO Days Earned Annually for Employees with 0-5 Years of Service	n/a	10	15	21	21
Total PTO Days Earned Annually for Employees with 6-10 Years of Service	n/a	15	23	27	20
Total PTO Days Earned Annually for Employees with Over 10 Years of Service	n/a	19	26	31	20
Total Vacation Days Earned Annually for Employees with 0-5 Years of Service	15 (81st)	10	10	13	111
Total Vacation Days Earned Annually for Employees with 6-10 Years of Service	20 (81st)	15	15	18	108
Total Vacation Days Earned Annually for Employees with Over 10 Years of Service	20 (50th)	17	20	21	107
Total Sick Days Earned Annually for Employees with 0-5 Years of Service	12 (50th)	9	12	12	113
Total Sick Days Earned Annually for Employees with 6-10 Years of Service	12 (50th)	9	12	12	108
Total Sick Days Earned Annually for Employees with Over 10 Years of Service	12 (50th)	10	12	12	107

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Type of Paid Time Off Provided					162
PTO (combines employee leave, vacation and sick leave)			14%		
Separate vacation and sick leave	✓		69%		
Other			17%		
Compensation Provided for Unused PTO Days at the end of the Year	n/a				23
Yes			43%		
No			57%		
Compensation Provided for Unused Vacation Days at the end of the Year					79
Yes	✓		33%		
No			67%		
Compensation Provided for Unused Sick Days at the end of the Year					85
Yes			20%		
No	✓		80%		
Number of Paid Holidays	13 (76th)	8	11	12	160
Other Types of Time Off Paid by District					119
Jury duty	✓		95%		
Bereavement	✓		86%		
Maternity			25%		
Paternity			21%		
Family leave	✓		31%		
Military	✓		27%		
Other	✓		15%		
Retirement					
Retirement Plans Offered					165
PERs Defined Benefit Plan	✓		49%		
Independent System Defined Benefit Plan			3%		
1937 Act Defined Benefit Plan			1%		
401(k)			7%		
457	✓		47%		
Other			11%		
Not provided			28%		
PERS Retirement Plan Formula					81
2% at 55	✓		27%		
2% at 60			27%		
2.5% at 55			19%		
2.7% at 55			10%		
3% at 60			5%		
Other			12%		
Other Post-Employment Benefits (OPEB) Offered to Retirees					96
Yes	✓		63%		
No			38%		
Other Post-Employment Benefits (OPEB) Administered by PERS	n/a				86
Yes			43%		
No			57%		

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Compensation Details: General Manager					
Annual Base Salary: Minimum	\$152,000 (57th)	\$83,828	\$129,906	\$190,772	120
Annual Base Salary: Maximum	\$152,000 (47th)	\$100,000	\$157,800	\$208,026	117
Annual Base Salary: Actual	\$152,000 (52nd)	\$100,000	\$150,000	\$209,517	84
Number of FTEs in this Position	1.00 (50th)	1.00	1.00	1.00	132
Years in Position	5 (51st)	2	4	9	130
Compensation Details: Assistant General Manager					
Annual Base Salary: Minimum	-	\$80,904	\$128,723	\$160,722	30
Annual Base Salary: Maximum	-	\$100,404	\$159,000	\$202,696	28
Annual Base Salary: Actual	-	\$83,317	\$148,599	\$183,862	21
Number of FTEs in this Position	-	1.00	1.00	1.00	30
Years in Position	-	2	3	5	29
Compensation Details: Fire/Police Chief					
Annual Base Salary: Minimum	-	\$47,571	\$94,696	\$157,455	16
Annual Base Salary: Maximum	-	\$41,349	\$117,196	\$213,149	14
Annual Base Salary: Actual	-	\$27,750	\$65,000	\$131,348	10
Number of FTEs in this Position	-	0.50	1.00	1.00	17
Years in Position	-	1	4	8	17
Compensation Details: Executive Assistant					
Annual Base Salary: Minimum	-	\$51,752	\$61,637	\$83,786	24
Annual Base Salary: Maximum	-	\$67,466	\$81,068	\$104,521	23
Annual Base Salary: Actual	-	\$58,197	\$75,743	\$103,717	16
Number of FTEs in this Position	-	1.00	1.00	1.00	25
Years in Position	-	2	8	13	25
Compensation Details: Office Assistant/Receptionist					
Annual Base Salary: Minimum	-	\$32,604	\$39,458	\$50,925	36
Annual Base Salary: Maximum	-	\$40,288	\$53,011	\$68,978	34
Annual Base Salary: Actual	-	\$34,794	\$41,966	\$62,203	26
Number of FTEs in this Position	-	1.00	1.00	1.63	36
Years in Position	-	1	3	7	36
Compensation Details: Administrative Assistant					
Annual Base Salary: Minimum	-	\$41,600	\$52,686	\$58,367	59
Annual Base Salary: Maximum	-	\$55,099	\$71,572	\$83,788	58
Annual Base Salary: Actual	-	\$48,339	\$61,794	\$74,048	44
Number of FTEs in this Position	-	1.00	1.00	2.00	60
Years in Position	-	2	4	7	59
Compensation Details: Board Secretary/Clerk					
Annual Base Salary: Minimum	-	\$51,978	\$65,000	\$74,029	43
Annual Base Salary: Maximum	-	\$62,075	\$84,184	\$97,926	45
Annual Base Salary: Actual	-	\$45,216	\$75,782	\$87,940	30
Number of FTEs in this Position	-	0.88	1.00	1.00	48
Years in Position	-	4	6	14	47
Compensation Details: Customer Service Representative					
Annual Base Salary: Minimum	-	\$39,358	\$45,459	\$53,118	26
Annual Base Salary: Maximum	-	\$48,944	\$62,785	\$70,139	26
Annual Base Salary: Actual	-	\$44,914	\$51,755	\$61,437	22

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Number of FTEs in this Position	-	1.00	2.00	3.00	27
Years in Position	-	2	6	11	27
Compensation Details: Office/Administrative Services Manager					
Annual Base Salary: Minimum	-	\$55,536	\$69,654	\$101,532	57
Annual Base Salary: Maximum	-	\$62,029	\$86,789	\$120,096	56
Annual Base Salary: Actual	-	\$61,554	\$79,435	\$111,581	31
Number of FTEs in this Position	-	1.00	1.00	1.00	58
Years in Position	-	2	7	12	56
Compensation Details: IT Manager/Specialist					
Annual Base Salary: Minimum	-	\$70,733	\$94,512	\$104,684	27
Annual Base Salary: Maximum	-	\$97,627	\$112,457	\$132,516	27
Annual Base Salary: Actual	-	\$81,422	\$110,864	\$126,588	19
Number of FTEs in this Position	-	1.00	1.00	1.00	27
Years in Position	-	3	8	16	27

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Compensation Details: Controller/Chief Financial Officer/Finance Manager					
Annual Base Salary: Minimum	\$98,488 (31st)	\$83,928	\$109,970	\$137,983	59
Annual Base Salary: Maximum	\$119,766 (33rd)	\$95,181	\$143,956	\$182,962	59
Annual Base Salary: Actual	\$119,766 (42nd)	\$84,676	\$130,843	\$175,291	44
Number of FTEs in this Position	1.00 (50th)	1.00	1.00	1.00	62
Years in Position	2 (25th)	2	5	10	60
Compensation Details: Accounting Clerk/Specialist					
Annual Base Salary: Minimum	\$45,156 (20th)	\$51,971	\$57,970	\$64,823	47
Annual Base Salary: Maximum	\$75,878 (48th)	\$66,490	\$76,107	\$92,323	47
Annual Base Salary: Actual	\$65,395 (42nd)	\$56,784	\$69,650	\$80,226	37
Number of FTEs in this Position	2.00 (75th)	1.00	1.00	2.00	52
Years in Position	5 (30th)	4	6	10	51

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Compensation Details: Safety & Risk Manager/Officer					
Annual Base Salary: Minimum	-	\$70,377	\$85,536	\$99,504	14
Annual Base Salary: Maximum	-	\$92,724	\$113,061	\$142,992	14
Annual Base Salary: Actual	-	\$74,965	\$98,374	\$118,705	10
Number of FTEs in this Position	-	1.00	1.00	1.00	13
Years in Position	-	2	3	5	13
Compensation Details: Human Resources Manager					
Annual Base Salary: Minimum	\$98,488 (52nd)	\$86,695	\$98,287	\$125,598	28
Annual Base Salary: Maximum	\$119,766 (44th)	\$103,864	\$120,160	\$156,928	28
Annual Base Salary: Actual	\$119,766 (65th)	\$94,108	\$107,823	\$147,045	18
Number of FTEs in this Position	1.00 (50th)	1.00	1.00	1.00	30
Years in Position	3 (43rd)	1	4	8	29
Compensation Details: Human Resources Specialist/Analyst					
Annual Base Salary: Minimum	\$49,795 (14th)	\$55,297	\$68,660	\$80,400	23
Annual Base Salary: Maximum	\$60,548 (10th)	\$79,283	\$89,917	\$105,161	22
Annual Base Salary: Actual	\$52,291 (6th)	\$74,766	\$83,449	\$100,942	17
Number of FTEs in this Position	1.00 (50th)	1.00	1.00	1.00	23
Years in Position	1 (25th)	1	3	8	23
Compensation Details: Safety Coordinator					
Annual Base Salary: Minimum	-	\$65,956	\$74,506	\$86,401	7
Annual Base Salary: Maximum	-	\$94,719	\$107,964	\$109,601	6
Annual Base Salary: Actual	-	\$90,584	\$100,942	\$109,866	5
Number of FTEs in this Position	-	1.00	1.00	1.00	6
Years in Position	-	3	4	9	5

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Compensation Details: Government Affairs Manager					
Annual Base Salary: Minimum	n/a	-	-	-	
Annual Base Salary: Maximum	n/a	-	-	-	
Annual Base Salary: Actual	n/a	-	-	-	
Number of FTEs in this Position	n/a	-	-	-	
Years in Position	n/a	-	-	-	
Compensation Details: Public Information Officer					
Annual Base Salary: Minimum	n/a	\$60,133	\$72,342	\$89,196	13
Annual Base Salary: Maximum	n/a	\$80,579	\$104,616	\$115,956	13
Annual Base Salary: Actual	n/a	\$73,551	\$84,053	\$105,779	8
Number of FTEs in this Position	n/a	1.00	1.00	1.00	13
Years in Position	n/a	2	4	6	12
Compensation Details: Public Affairs Specialist/Professional					
Annual Base Salary: Minimum	n/a	\$51,621	\$66,988	\$82,371	12
Annual Base Salary: Maximum	n/a	\$70,127	\$86,345	\$100,182	12
Annual Base Salary: Actual	n/a	\$64,497	\$73,918	\$89,702	8
Number of FTEs in this Position	n/a	1.00	1.00	2.00	12
Years in Position	n/a	1	3	8	12

Greater Vallejo Recreation District	Benchmarking Results				
	My District's	25th	Median/	75th	# of
	Data (Percentile)	Percentile	Selection Rate	Percentile	Responses
Compensation Details: Facilities Manager					
Annual Base Salary: Minimum	\$81,993 (31st)	\$78,770	\$96,053	\$125,000	37
Annual Base Salary: Maximum	\$99,715 (19th)	\$101,254	\$120,895	\$156,000	37
Annual Base Salary: Actual	\$86,112 (25th)	\$86,112	\$108,160	\$130,666	21
Number of FTEs in this Position	2.00 (92nd)	1.00	1.00	1.00	40
Years in Position	1 (0th)	2	4	9	39
Compensation Details: Engineering/District Engineer					
Annual Base Salary: Minimum	-	\$111,515	\$133,104	\$148,538	29
Annual Base Salary: Maximum	-	\$156,035	\$178,556	\$183,509	28
Annual Base Salary: Actual	-	\$134,624	\$163,174	\$182,400	21
Number of FTEs in this Position	-	1.00	1.00	1.00	28
Years in Position	-	1	6	9	28
Compensation Details: Water/Wastewater Operator Grades I, II, III					
Annual Base Salary: Minimum	-	\$44,408	\$55,120	\$63,669	47
Annual Base Salary: Maximum	-	\$65,270	\$83,133	\$92,377	47
Annual Base Salary: Actual	-	\$59,113	\$71,536	\$78,145	45
Number of FTEs in this Position	-	2.00	3.50	7.00	50
Years in Position	-	5	7	10	50
Compensation Details: Maintenance Supervisor					
Annual Base Salary: Minimum	\$81,993 (65th)	\$57,198	\$74,956	\$88,442	61
Annual Base Salary: Maximum	\$99,715 (58th)	\$69,659	\$97,201	\$112,861	61
Annual Base Salary: Actual	\$86,112 (49th)	\$65,062	\$86,206	\$103,870	50
Number of FTEs in this Position	2.00 (84th)	1.00	1.00	1.00	62
Years in Position	1 (0th)	3	8	17	61
Compensation Details: Maintenance Worker					
Annual Base Salary: Minimum	\$48,110 (56th)	\$37,440	\$45,822	\$55,120	65
Annual Base Salary: Maximum	\$64,604 (54th)	\$51,459	\$63,733	\$75,745	64
Annual Base Salary: Actual	\$61,526 (57th)	\$45,770	\$58,240	\$69,558	57
Number of FTEs in this Position	8.00 (82nd)	2.00	4.00	6.00	67
Years in Position	15 (86th)	4	7	11	65
Compensation Details: Recreation Manager/Supervisor					
Annual Base Salary: Minimum	\$81,993 (69th)	\$56,738	\$68,037	\$83,522	14
Annual Base Salary: Maximum	\$99,715 (62nd)	\$66,249	\$83,804	\$108,972	14
Annual Base Salary: Actual	\$90,417 (55th)	\$61,339	\$82,456	\$109,756	12
Number of FTEs in this Position	2.00 (77th)	1.00	1.00	1.75	14
Years in Position	3 (25th)	3	4	12	14



Recreation Department Board Report

3/10/2022

Activity Guide:

- Activity Guide production is underway. Staff will work more aggressively to secure advertisements for our summer edition.

Aquatics:

- The Lifeguard Instructor program returns to GVRD and begins on March 19th. GVRD last offered this program in 2007. The class currently has 11 participants registered.
- Aquatic Spring Break Camp is almost full for each week. The class will have a maximum of 20 participants.
- Vallejo Aquatic Club, Jesse Bethel High School, Saint Patrick's Saint Vincent's High School and Vallejo High School continue to utilize the pool on afternoons, Monday-Friday.
- Swim Lessons will begin on April 11th and are already seeing popularity with registrations.

Community Centers:

- 2022-2024 Security Services Contract sent to Security Enforcement Alliance to review and signature.
- Contractual classes and reservations have been successfully relocated from VCC due to upcoming Kitchen renovation project.

Community Events & Children's Wonderland:

- Children's Wonderland hours of operation changed, effective March 1, 2022. The Park is now open from 11am-7pm, Wednesday-Monday, from March-August, to accommodate the working parents who have requested we be open later to allow them to visit the park after work with their children.

- Birthday Party reservations continue to come in. We are hosting about 6-10 birthday parties each weekend.
- Planning for Thumper's Eggs-travaganza community event has begun. The event will be held on Saturday, April 16th from 9:00am-4:00pm and registration for the event opens on March 14th.

Children's Wonderland – Guest Count:

Sept/Oct 2018 - Sept/Oct 2021

Nov/Dec 2018 - Nov/Dec 2021

Jan/Feb 2019 - Jan/Feb 2022

		Residents	Non-Residents	Total
Sept and Oct 2018	Drop-ins:	X	X	4,176
Sept 2021	Drop-ins:	1,185	320	1,505
Oct 2021	Drop-ins:	890	192	1,082

		Residents	Non-Residents	Total
Nov and Dec 2018	Drop-ins:	X	X	1,036
Nov 2021	Drop-ins:	941	297	1,238
Dec 2021	Drop-ins:	447	55	502

		Residents	Non-Residents	Total
Jan and Feb 2019	Drop-ins:	X	X	721
Jan 2022	Drop-ins:	586	151	737
Feb 2022	Drop-ins:	592	254	846

Staffing:

- The Department has concluded the recruitment for 2 FT Recreation Coordinators. Both candidates accepted the position and have begun the onboarding process.
- The Department continues to experience challenges with recruiting and hiring PT/Seasonal employees. The Department continues to look for creative ways to recruit and retain employees.

Sports:

- Adult Tennis class has 6 participants registered. The class began, Wednesday, March 9th.
- Session 2 for Junior tennis has begun with 18/20 participants registered.
- The Department is now accepting sports facility reservations for April, May, and June.

Youth Services:

- Partnering with a Children's Librarian from Vallejo JFK Library to start a book club at Cave Kid's Club Afterschool program, 2 days a week.
- Staff increased program enrollment to 30 participants total for each site, since COVID restrictions lifted.

We're Moving Temporarily



**Parks
Make
Life
Better!**

To accommodate the renovations taking place at our main office location, our main office will be temporarily relocated beginning...

Monday, March 21st

Our contact information is still the same:

**T. 707-648-4600
8:00AM-5:00PM**

We encourage registration online or by phone!

WWW.GVRD.ORG



**801 HEARTWOOD AVE
VALLEJO, CA 94591**

Deliveries to be dropped off at 401 Amador Street.