



GREATER VALLEJO RECREATION DISTRICT

Board of Directors
Gary Salvadori
Liat Meitzenheimer
Sheryl Pannell Lea
Ron Bowen
Wendell Quigley

General Manager
Shane McAfee

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

Mission Statement:

Building community and enhancing quality of life through people, parks, and programs.

Website: www.gvrd.org

MINUTES

January 12, 2017

Greater Vallejo Recreation District Board of Directors

395 Amador Street

6:30 p.m.

1) Call to Order

Chairperson Meitzenheimer called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30pm, January 12, 2017 in the Board Room of the Greater Vallejo Recreation District Office, 395 Amador Street, Vallejo, California.

2) Pledge of Allegiance

3) Roll Call

Present:

Chairperson, Liat Meitzenheimer; Directors; Sheryl Pannell Lea; Gary Salvadori; Wendell Quigley and Ron Bowen

Staff:

General Manager, Shane McAfee; Legal Counsel, Chet Rogaski Jr; Administrative Support, Christina Corse, Recreation Superintendent, Phillip McCoy; Romi Selfaison, Finance Director; Maintenance Superintendent, Gabriel Lanusse

4) Approval of Agenda:

Director Salvadori offered the motion, seconded by Director Lea to amend the agenda by moving the item # 4 Election of the New Board Officers to after item # 8 Public Comment. Motion passed unanimously.

5) Approval of Minutes: December 8, 2016

Director Quigley offered the motion, seconded by Director Lea to accept minutes as presented. Motion passed.

6) **Presentations:** None

7) **Public Comment:**

Larry Davis, Vallejo CA

8) **Election of Board Officers:**

Consider the following:

A. Nomination and election of Secretary

Nomination made by Director Quigley, seconded by Director Salvadori to nominate Director Sheryl Pannell Lea to Secretary. Nomination accepted and passed.

B. Nomination and election of Vice-Chair

Nomination made by Director Bowen, seconded by Director Lea to nominate Wendell Quigley as Vice Chairperson. Nomination accepted and passed

C. Nomination and election of Chair

Nomination made by Director Salvadori seconded by Director Quigley to nominate Director Liat Meitzenheimer as Chairperson. Nomination accepted and passed.

Director Salvadori offered the motion, seconded by Director Lea to accept the slate of officers for the 2017 calendar year as presented. Motion was unanimous.

D. Seating selection at the Dais

No seating changes were made at on the Dias.

Chairperson Meitzenheimer continued the meeting as Chairperson

At 6:55pm Chairperson Meitzenheimer convened to Executive Session

9) **Executive Session:**

A) Conference with Legal Counsel- Anticipated Litigation (1) case; with respect to every item of business to be discussed in closed session pursuant to Section 54956.95.

At 6:40pm, Chairperson Meitzenheimer reconvened to Regular Session to report the following:

The Board received information from District Counsel and no action was taken.

10) **Financials:**

A) Approval of Financial Statement for 12/1 through 12/31 (Selfaison)

Director Quigley offered the motion, seconded by Director Salvadori to accept the Financial Statement for 12/1 through 12/31. Motion passed.

B) Approval of Payment of Bills through 12/1 through 12/31 (Selfaison)

Director Quigley offered the motion, seconded by Director Lea to approve the payment of bills in the amount of \$368,699.61 from the general fund for 12/1 through 12/31. Motion passed.

C) Measure K (parcel tax) discuss draft proposed resolution and direct staff to schedule a public hearing prior to the possible approval of resolution approving an election to extend Measure K. (McAfee)

Discussion on the Measure K (parcel tax) draft proposed resolution and board directed staff to schedule a public hearing prior to the possible approval of resolution approving an election to extend Measure K at the January 26, 2017 meeting.

11) New Business:

Approval to Authorize General Manager to enter into Contract for Premium Conversion Plan or Premium Only Plan (POP), Code Section 125 Cafeteria Plan (McAfee)

Director Lea offered the motion, seconded by Director Bowen to authorize general manager to enter into contract for Premium Conversion Plan or Premium Only Plan (POP), Code Section 125 Cafeteria Plan. Motion passed.

12) Accept Board Committee Reports:

A) Accept the Minutes from the Budget and Finance Committee Meeting December 8, 2016

Director Quigley offered acceptance, seconded by Director Lea. Motion accepted.

B) Accept the Minutes from the Facility and Development Committee meeting December 16, 2016

Director Bowen offered acceptance, seconded by Director Quigley. Motion accepted.

C) Accept the Minutes from the Policy and Personnel Committee meeting November 28, 2016

Director Salvadori offered acceptance, seconded by Director Quigley. Motion accepted.

13) Administrative Items: None

14) Reports:

A) General Manager-

- We are still involved with the Dan Foley Artificial Turf Field lawsuit and will keep you abreast as info arises.
- We are collaborating with Mike Kollar, Vallejo Pal, to offer KARE Scholarships to children who want to play league softball.
- I will be presented the GVRD Annual Report to the Solano County Board of Supervisors, March 7, 2017.

- We have a Measure K information line listed which goes directly to the GM.
- Please start thinking about the District SAP goals for 2017-18.

Recreation Superintendent-

Ongoing Division Activity:

- **Bi-Monthly** Recreation Services Division Attendance Report November-December 2016 included in Board of Directors packets.
- Holiday Tree Lighting-Over 450 people attended in the rain. We had hot chocolate provided by Vallejo 20/30 Club, arts and crafts with Mrs. Claus, cookie decorations, Santa riding in on Firetruck
- Breakfast with Santa-170 people attended. Families enjoyed a morning breakfast with Santa, took pictures, made arts and crafts, won some raffle prizes and made some memories.

Youth Dept Break Camp

Caliber Break Camp 15

Kinder Camp 12

Regular Camp-54

Sports Camp at Mare Island-37

Vallejo Sports Academy

School Sites-28

- We have the new **sports court flooring** going in at MISC, courts are now opened to play. We also had plans drawn up to renovate and upgrade the restrooms at MISC.
- **Caliber Holiday Break Camp**, offered two weeks of camp for their students while VCUSD was still in session. We had 15 kids sign up.
- **Hall of Fame March 4, 2017-** GVRD Next Big Event coming up. Hosted at Dan Foley Community Center, doors open at 4:00pm. Be sure to grab your tickets.

Maintenance Superintendent

Facilities/Parks

- Park Staff had a walk through with Vallejo Police at Dan Foley, to come up with an idea for a clean-up in spring.
- Staff are working on Participatory Budgeting recommendations for the next cycle.
- Park Staff are doing annual Park site evaluations, per CAPRI requirements.

Crescent Park

- Waiting for permit fees to be resolved.

Colusa Street

- Driveway ramp to be replaced in late January.
- Asbestos and lead abatement to begin soon.

Dan Foley Park and Center

- Facilities staff is working on resolving flooding issue in the main office.
- Parking lot lights are being upgraded to LED in the next few months.

- Water level markers are being installed by staff with Doug Darling at Lake Chabot.

15) Announcements and Comments from Board Members:

Director Meitzenheimer asked for staff to research programming for children to go to Yosemite.

Director Quigley asked his fellow board members to offer their support for Crescent Park on Mare Island. He would like to attend a City Council meeting to express our frustrations with the amount of fees the City is requesting for a City-owned property.


16) Meeting Adjourn:

Director Bowen offered the motion, seconded by Director Salvadori to adjourn the meeting at 8:30pm

Next meeting: January 26, 2017



Sheryl Pannell Lea, Board Secretary



Date

May 2, 2017

GVRD Special Election

GOALS: 1. Complete PVBM Digests and Sample Ballot Proof pages before Official Ballot Proofs come in
2. Generate and send to MC your Ballot Type Reports showing offices/measures in each Ballot Type ASAP

TARGET DATES

January 9	E -	113	Nominations open for local offices	Send Cover & filler info to MC to begin proof cycle Send candidates statements in WORD to MC when qualified (please don't wait for 10 day review period)
January 9	E-	113	Start VBM Envelope Changes/Layout and Ordering	For those that MC inserts PVBM's for
February 3	E -	88	Nominations close for local offices	Send candidates statements in WORD to MC when qualified (please don't wait for 10 day review period)
February 3	E -	88	Last day to add a measure to the ballot	Send measure text, ballot question, analysis, arguments, rebuttals in WORD when received (please don't wait for 10 day review period)
February 8	E -	83	Extended filing period for local offices	Send candidates statements in WORD to MC when qualified (please don't wait for 10 day review period)
February 8	E -	83	VBM Envelope Sign-offs/Orders confirmed	Send Final Quantities and Colors for VBM Envelopes
February 9	E -	82	SOS Random drawing	MC will put candidates statements into correct order per random drawing
February 9	E -	82	County to conduct own Random drawing for State Senate and State Assembly seats	Send to MC ASAP
February 10	E -	81	Last day to send Candidates Statements to MC	Send to MC as they are filed.
February 16	E -	75	Ballot Type report that shows offices/local measures in each Ballot Type to MC	Send to MC Report of offices/measures in each Ballot Type. Final copy of all arguments, rebuttals to MC
February 22	E -	69	Ballot Type quantities to MC	Send report of quantities of Official Ballots and Sample Ballots for each Ballot Type
February 23	E -	68	SOS to release rotations of state candidates	Send report to MC
February 23	E -	68	PVBM Digests pages final approval (if doing)	Sign off all PVBM Digests pages and return OK to Print to MC
February 23	E -	68	Sample Ballot pages final approval (if not doing PVBM Digests)	Sign off all Sample Ballot pages and return OK to Print to MC
February 28	E -	63	Official Ballot Runsheet final approval	Sign off Official Ballot Runsheet and return OK to Print to MC
March 1	E -	62	Sample Ballot pages final approval (if using PVBM Digests)	Sign off all Sample Ballot pages and return OK to Print to MC
March 1	E -	62	Official Ballot final PDF's to MC	Send PDF proofs to MC for another set of eyes in double checking during the proofing stages
March 2	E -	61	Sample Ballot Runsheet final approval	Sign off Sample Ballot Runsheet and return OK to Print to MC
March 3	E -	60	60 day files of voters to MC for Sample Ballots	A complete extraction of Active Voters same as sent to Secretary of State
March 3	E -	60	PVBM and VBM voter files to MC if we are inserting and mailing	Send files of PVBM voters and VBM voters for envelope addressing
March 13	E -	50	Inserting of PVBM's begins for those who meet deadlines above.	Inserting begins here and ends E-25, in the order of approvals, first in, first out. (OB Runsheet, Ballot files in, Digests approved,if using).
March 23	E -	40	First legal day to mail Sample Ballots	
April 3	E -	29	First legal day to mail PVBM's & VBM's	
April 10	E -	22	Precinct Official Ballots to begin arriving at county	
April 11	E -	21	Last day to mail 54 day Sample Ballots	
May 2	E -	0	ELECTION DAY	

**Greater Vallejo Recreation District
Board of Directors Meeting
Sign in Sheet
Thursday January 12, 2017 6:30pm
Administration Office Board Room**

Signing in for this meeting is voluntary

Name	Telephone
1. Larry Davis	707-704-2240
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Request to address the Greater Vallejo Recreation District Board of Directors

Please complete prior to meeting and give to the General Manager

I would like to speak to the Board: Date: 1-12-17

Name: LARRY DAVIS

(Please Print)
Organization Represented (if any): VI Network Non-Profit

Phone #: 707-704-2740 Agenda Item Number: _____

For Against Questions

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

Signature: [Handwritten Signature]

Address: 107 Quarta Ln

City/State/Zip: Vallejo, CA 94589