



# 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](http://www.gvrd.org)

## MINUTES

December 8, 2016

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, December 8, 2016 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 Quigley offered the motion, seconded by Director Lea to amend the agenda by deleting the Executive Session, 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. and adding Presentation: Recognition of two City of Vallejo employees, Vince Miller and Shawn Taylor. Motion passed unanimously.

5) **Approval of Minutes: December 8, 2016**

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

6) **Presentations:**

A) **Recognize Vince Miller and Shawn Taylor from the City of Vallejo.**

Gabe Lanusse offered Certificates of Appreciation to Vince Miller and Shawn Taylor for the collaborative efforts between them and GVRD staff in the past year.

7) **Public Comment: None**

8) **Executive Session: Deleted**

~~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.~~

9) **Financials:**

A) **Presentation of 2015-2016 Financial Audit by Craig Fechter, Fechter and Associates.**

Craig Fechter offered the 2015-2016 Financial Audit to the Board. During this presentation the auditor stated this was a clean audit.

B) **Approve 2015-2016 Financial Audit. (Selfaison)**

Director Salvadori offered the motion, seconded by Director Quigley to approve and accept the Financial Audit for fiscal year 2015-2016. Motion passed.

C) **Approval of Financial Statement for 11/1 through 11/30 (Selfaison)**

Director Quigley offered the motion, seconded by Director Lea to approve the Financial Statement for 11/1 through 11/30. Motion passed.

D) **Approval of Payment of Bills through 11/1 through 11/30 (Selfaison)**

*Director Salvadori recused himself from the vote.*

Director Lea offered the motion, seconded by Director Bowen at approve the Payment of Bills for 11/1 through 11/30, in the amount of \$440,354.54. Motion passed.

10) **Old Business:**

A) **Approve “Second and Final Read” of Policy and Rule and Regulations 2015 Hours of Work and Overtime.**

Director Quigley offered the motion, seconded by Director Bowen to approve the “Second and Final Read” of Policy and Rule and Regulations 2015 Hours of Work and Overtime with the addition of the work “offsite” to the eighth bullet on the Rules and Regulations. Motion passed.

**11) New Business:**

**A) Approve the expenditure authorized by the General Manager to increase the contract amount in order to complete floor replacement project at the Mare Island Sports Center (McAfee)**

Director Quigley offered the motion, seconded by Director Lea to approve the expenditure authorized by the General Manager to increase the contract amount in order to complete floor replacement project at the Mare Island Sports Center, with the assurance that this will not happen again. Motion passed.

**12) Accept Board Committee Reports:**

**A) Accept the Minutes from the Facility Committee meeting November 9, 2016**

Director Quigley offered the motion, seconded by Director Lea to accept the minutes from the Facility Committee meeting November 9, 2016.

**B) Oral Report on the Measure K Ad Hoc Committee meeting November 15, 2016**

Director Salvadori offered the following update:

- Reaffirmed the meeting date of the Measure K Ad Hoc Committee as the fourth Tuesday of the month. Next meeting is January 10, 2017
- Reaffirmed that there will not be an increase to the dollar amount of the tax.
- Received the flier with pertinent information for distribution.

**13) Administrative Items:**

**A) Board of Director's Officer Nominations for Calendar Year 2017**

Board members acknowledged the receipt of the Officer Nominations form for calendar year 2017, and will bring back their requests to the first meeting January, 12, 2017

**14) Reports:**

**A) General Manager-**

- We are paying for additional 2017 calendars with the photos of GVRD properties on them.
- The GM has a meeting scheduled with the City Manager, Dan Keen, tomorrow regarding Crescent Park fees.
- We have been informed that our district legal counsel, will be distancing himself from his firm over the next few months.
- All of you are invited to the All Staff Meeting and Retiree Lunch, Tuesday, December 13, 9-1:30pm

**Recreation Superintendent-**

Ongoing Division Activity:

- **Bi-Monthly** Recreation Services Division Attendance Report included in Board of Directors packets.

- New Vallejo Sports Academy youth **outdoor football program** to begin at two additional after receipt VCUSD authorization November 30.
- 33 participants were registered for the **Thanksgiving Break camp** hosted at MISC. We brought in \$3,000 in revenue. After expenditures we only needed \$2200.00
- We are now serving **FREE snack and SUPPER** from VCUSD for the Kids Club programs. However, we continue to purchase snacks for Kinder ASPs, only because the supper and snack are dropped off after Kinder gets out of school for the day.
- We have the new **sports court flooring** going in at MISC. We also had plans drawn up to renovate and upgrade the restrooms at MISC.
- **Caliber Holiday Break Camp** plans have been cancelled due to a lack of registration.

### **Maintenance Superintendent**

- **Facilities/Parks**  
Park staff completed turf aeration, fertilization, seeding and top dressing athletic fields. Natural grass fields are now closed. Homeless encampment at Hanns corridor and Lake Dalwig cleaned up.  
City park tree planting done by Sarah Nichols, Doug Darling, and other volunteers. They replaced 8 vandalized trees that they planted three years ago.  
Working with Amanda Cundiff from the forestry department on possible tree grant money.
- **Crescent Park**  
Received final ok. Contract is signed with Tom Arie Donch. Waiting for permit fees to be resolved.
- **Colusa Street**  
Gates and motors installed. Asbestos and lead abatement to follow upon receiving quotes for removal.
- **Dan Foley Park and Center**  
The VIP will be working to thin out the trees and underbrush to make the area surrounding Dan Foley more visible to various activities. This will occur December 7th and 8th, weather permitting.  
Parking lot lights will be upgraded to LED in the next few months.  
Staff are repairing trails from bicycle race. Using deposit money to pay for soil, seed and staff time.
- **Mare Island Sport Center**  
Contractor working on new basketball/volleyball courts.  
Lennar has an architect working on bathroom remodel
- **North Vallejo Community Center**  
Sound absorption panels are being researched and priced.
- **Playgrounds**  
Waiting on designs and quotes for Henry Ranch Park.
- **Wardlaw Dog and Skate Park**  
Staff are topdressing and repairing ruts at the dog park.

- Water Conservation
- Leaks in Hanns corridor and Dan Foley Park are being investigated by the water department.

**15) Announcements and Comments from Board Members:**

Director Meitzenheimer asked for a consensus on holding the second meeting in December, do we have any items that need to have an immediate answer on? The majority of members and staff stated the meeting could be cancelled. The Chair affirmed the cancellation.

**16) Meeting Adjourn:**

Director Quigley offered the motion, seconded by Director Salvadori to adjourn the meeting at 8:10pm

**Next meeting: January 12, 2017**



**Sheryl Pannell Lea, Board Secretary**



**Date**

**Greater Vallejo Recreation District  
Board of Directors Meeting  
Sign in Sheet  
Thursday December 8, 2016 6:30pm  
Administration Office Board Room**


*Signing in for this meeting is voluntary*

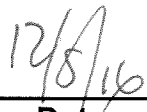
Name	Telephone
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17	



ATTENDANCE SHEET	PRESENT	EXCUSED
Director Quigley	✓	
Director Lea	✓	
Director Bowen	✓	
Director Salvadori	✓	
Director Meitzenheimer	✓	

**DATE OF MEETING, December 8, 2016**

  
\_\_\_\_\_  
Clerk of the Board

  
\_\_\_\_\_  
Date