



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

February 9, 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 6:31pm, February 9, 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; and Ron Bowen

Excused: Director Wendell Quigley

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 Lea offered the motion, seconded by Director Salvadori to amend the agenda by deleting the 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. Motion passed unanimously.

5) **Approval of Minutes: January 12, 2017 and January 26, 2017, 2016**

Director Salvadori offered the motion, seconded by Director Lea to accept minutes from the January 12 and January 26, 2017 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**

At 6:33pm Chairperson Meitzenheimer convened to Executive Session

8) **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.~~

B) **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE-Title: General Manager. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6**

C) **PUBLIC EMPLOYMENT- Title: General Manager. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6**

D) **PUBLIC EMPLOYEE APPOINTMENT- Title: Interim General Manager. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6**

At 7:55pm, Chairperson Meitzenheimer reconvened to Regular Session to report the following:

Item # B Motion made by Director Bowen, seconded by Director Salvadori to accept the amended Letter of Resignation from the general manager. Motion passed.

Item# C the Board gave direction to staff to work on a contract with search firms to conduct the general manager search.

Item# D Director Salvadori offered the motion, seconded by Director Lea to appoint Maintenance Superintendent, Gabriel Lanusse, as the Interim General Manager, with a \$15k per year increase and with additional details for the MOU to be worked out between legal counsel and Mr. Lanusse.

9) **Financials:**

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

Director Lea offered the motion, seconded by Director Salvadori to accept the Financial Statement for January 1-31, 2017. Motion passed.

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

Director Lea offered the motion, seconded by Director Bowen to accept the payment of bills in the amount of \$254,745.78 for the month of January 1-31, 2017. Motion passed.

C) Approval of Budget Calendar for 2017-18 (Selfaison)

Director Salvadori offered the motion, seconded by Director Lea to approve the Budget Calendar for 2017-18. Motion passed.

10) **New Business:**

A-1) Appropriate Fifteen Thousand Dollars (\$15,000.00) sponsorship to pay Event expenses, as noted under Recital 4 of said Agreement. (McAfee)

Director Salvadori offered the motion, Seconded by Director Lea to appropriate Fifteen Thousand Dollars (\$15,000.00) sponsorship to pay Event expenses, as noted under Recital 4 of said Agreement. Motion passed.

A-2) Authorize the General Manager to enter into a License Agreement with Avalon Theme Events to hold Carnevale Fantastico in Blue Rock Springs Park, May 6 & 7, 2017. (McCoy)

Director Lea offered the motion, seconded by Director Salvadori to authorize the general manager to enter into a License Agreement with Avalon Theme Events to hold Carnevale Fantastico in Blue Rock Springs Park, May 6 & 7, 2017. Motion passed.

B) Approve Recommendations from Independent Pool Audit (McAfee)

Director Salvadori offered the motion, seconded by Director Lea, to approve the recommendations from the independent pool auditor, and review and report back to the board the impact on the 2017/2018 budget in April/May. Motion passed.

11) **Accept Board Committee Reports:** None

12) **Administrative Items:** None

13) **Reports:**

A) General Manager-

- I submitted a revised Letter of Resignation.
- The GVRD Annual Report will be presented to the Solano County Board of Supervisors, March 7. The Boards is welcome to attend.

Recreation Superintendent-

Ongoing Division Activity:

- Installed a new safe at NVCC and replaced old safes at SVCC, VCC, and Cunningham Pool with changeable electronic keypads.

- Measure-K: Set up new P.O. Box for receipt of return voter ballots
- Reviewing all Recreation Division budgets submitted to me this week for finalizing and submitting to Finance early next week.
- Submitting first reimbursement invoice to City of Vallejo for payment of part-time wages and program supplies incurred in December and January.
- Hall of Fame March 4, 2017: Recreation Staff are receiving inductee pictures and biographies for developing the in-house program video slideshow. I will conduct the introductions and introduce the Master of Ceremonies - Steve Mortara.
- We will provide a presentation to City Council on our Vallejo Sports and Adventure academy funded by the City of Vallejo, to include existing programming, and program planning for this spring, summer, and fall.
- M.I.Sport Complex, the volleyball tournament held on January 29 generated \$2,000 and organizers donated two volleyball nets.
- The 2017 CPRS District 1 Community Awards and Installation Banquet will be held at the Finley Senior Center in Santa Rosa. Past Mayor Osby Davis and Buck Kamphausen will be recognized for contributions to GVRD.

Maintenance Superintendent
Facilities/Parks

- Thanks to the Rose Society Volunteers for performing the winter pruning at Grant Mahony Park.
- Staff provided estimated costs on Participatory Budgeting projects for the next cycle. These items include Hanns pathway repair, community garden at SVCC, athletic field improvements, outdoor work out equipment, bicycle repair stations.
- Reviewing proposals from Leadership Vallejo participants for projects that fall within the scope of GVRD.
- Staff will work with the upcoming Carnival Fantastico.
- Park staff is recruiting for the upcoming visitor service season.
- Solano RCD is working on obtaining a grant to improve and add to the pathways at Lake Dalwigk, as well as plant trees and groundcover.
- Staff will partake in training regarding dealing with camping on GVRD sites.

Blue Rock Springs

- We have requested a quote from a specialist to obtain permits and clean Lake Frisbie.

Crescent Park

- City of Vallejo Staff will bring this item to City Council to wave fees February 28.
- Lanusse is working on maps and project scope to provide to the COV, to complete the agreement.

Colusa Street

- Driveway ramp to be replaced, delayed due to weather.

Dan Foley Park and Center

- Staff are working on preparing estimates for tripping hazard removals along pathway.

M.I. Sports Center

- Due to an owl concern, windows will be replaced with Plexiglas, and one will be hinged to allow future birds to leave.

North Vallejo Community Center

- Sound absorption panels have been ordered for the large group instruction room.

Playgrounds

- Funding is now available for the rest of the fiscal year from Measure K. We are now cleared to proceed with Henry Ranch Park. We should have 3 designs by Mid-February to review.

Pool

- There is an upper lateral blockage under the pool deck. It has been located, fenced, and excavation will begin soon.

Water Conservation

- SMART irrigation controllers to be installed at McManus and Wilson Soccer field.

14) Announcements and Comments from Board Members: None offered

15) Meeting Adjourn:

Director Salvadori offered the motion, seconded by Director Lea to adjourn the meeting at 10:02pm

Next meeting: February 9, 2017 – Special Meeting



Sheryl Pannell Lea, Board Secretary




Date




| ATTENDANCE SHEET | PRESENT | EXCUSED |
|------------------------|---------|---------|
| Director Quigley | | X |
| Director Lea | ✓ | |
| Director Bowen | ✓ | |
| Director Salvadori | ✓ | |
| Director Meitzenheimer | ✓ | |
| | | |
| | | |
| | | |
| | | |

DATE OF MEETING, February 9, 2017-8:30pm Special Meeting



Clerk of the Board



Date

**Greater Vallejo Recreation District
Board of Directors Meeting
Sign in Sheet
Thursday February 9, 2017 8:30pm
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. | |