



GREATER VALLEJO RECREATION DISTRICT

Board of Directors
Gary Salvadori
Liat Meitzenheimer
Sheryl Pannell Lea
Ron Brown
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

July 14, 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, July 14, 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; Quigley, Sheryl Pannell Lea; and Ron Bowen

Director Gary Salvadori will be tardy

Staff:

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

4) Approval of Agenda:

Director Quigley offered the motion, seconded by Director Brown to approve the agenda with minor corrections. Motion passed.

5) Approval of Minutes: June 23, 2016

Director Quigley offered the motion, seconded by Director Bowen to accept minutes with minor corrections on page two and five. Motion passed.

Director Lea abstained from the vote.

6) **Presentations:** None

7) **Public Comment:** None

**At 6:35pm Chairperson Meitzenheimer convened to Executive Session
At 6:47 Vice Chair Salvadori arrived to the meeting**

8) **Executive Session:**

A) CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Property address 785 Walnut Avenue, Mare Island, Vallejo CA. Negotiators; General Manager & Legal Counsel; under negotiations price and terms

At 7:18pm, Chairperson Meitzenheimer reconvened to Regular Session to report the following:

A) No action taken during Executive Session.

9) **Financials:**

A) Approval of Financial Statement for 6/1 through 6/30 (Selfaison)

Director Quigley offered the motion, seconded by Director Salvadori to approve the Financial Statement for 6/1 through 6/30. Motion passed.

B) Approval of Payment of Bills through 6/1 through 6/30 (Selfaison)

Director Quigley offered the motion, seconded by Director Lea to approve the payment of bills for \$1,370,866.09 from the general fund for 6/1 through 6/30. Motion passed. Director Salvadori abstained from the vote.

10) **Old Business:**

A) Approve lease agreement between Lennar Mare Island and the Greater Vallejo Recreation District for the Sports Center located on Mare Island, and authorize the General Manager to sign the lease.

Director Salvadori asked is a paragraph can be added to this agreement to offer GVRD first option to purchase? Legal Counsel replied, "We can certainly ask." Then Director Salvadori stated he did not want to hold up the agreement if the added paragraph cannot be added.

Director Quigley offered the motion, seconded by Director Lea to approve the lease agreement between Lennar Mare Island and GVRD for the Sports Center on Mare Island. Motion passed

11) **New Business:**

A) Approval of Consultant Services for Measure K Special Election Mail Ballot in May 2017

Director Salvadori offered the motion, seconded by Director Quigley to approve the consultant services for Measure K Special Election Mail Ballot in May 2017. Motion passed unanimously.

B) Approve Grant Agreement with the Dean and Margaret Lesher Foundation for the Shakespeare in the Park

Public Speaker-Sarah Nichols, Shakespeare in the Park, Vallejo CA

Director Salvadori offered the motion, seconded by Director Lea to approve Grant Agreement with the Dean and Margaret Lesher Foundation for the Shakespeare in the Park. Motion passed.

12) Accept Board Committee Reports:

A) Accept the Minutes from the Programs and Publicity Committee meeting June 21, 2016

Director Lea offered the motion, seconded by Director Salvadori, to accept the Minutes from the Programs and Publicity Committee meeting June 21, 2016. Motion accepted.

B) Accept the Minutes from the Policy & Personnel Committee meeting, Thursday, June 23, 2016.

Director Lea offered the motion, seconded by Director Quigley, to accept the Minutes from the Policy and Personnel Committee meeting June 23, 2016. Motion accepted.

13) Administrative Items:

A) Approve Second and Final Read of Policy 2215 Harassment and RR2215 Harassment

Director Quigley offered the motion, seconded by Director Lea to approve the second and final read of Policy and RR #2215 Harassment. Motion passed.

B) Approve First Read of Policy 2035 Dress Code and RR2035 Dress Code

Director Quigley offered the motion, seconded by Director Lea to approve the first read for Policy and RR 2035 Dress Code with the caveat of clarifying if sandals can be worn by Youth and Community Center Staff. Motion passed.

C) Nominate and accept the slate for standing Board of Director Committee Assignments for 2016/2017

Director Salvadori offered the motion, Seconded by Director Lea to accept the slate of Committee assignments as listed below. Motion passed

Standing committees for fiscal year 2016-2017:

Inter-Agency Committee- Director Meitzenheimer: Alternate Director Lea
Facility & Development Committee- Directors Meitzenheimer, Quigley & Bowen

Policies & Personnel Committee- Directors Meitzenheimer, Bowen and Salvadori

Budget & Finance- Directors Quigley and Lea

Programs & Publicity Committee- Directors Lea and Salvadori

14) Reports:

A) General Manager-

- Received confirmation today that the \$250k from the City of Vallejo to provide recreational programming to the youth of the city was approved. We are working on the details to complete the process.
- Mayor Osby Davis will speak at our next board meeting, July 28.
- We met with the Program Committee members and Mike Brown to inquire about a Digital Social Media person.

Recreation Superintendent-

Ongoing Division Activity:

- **Art & Concerts in the Park** featuring Self Proclaimed Heroes was successfully conducted at Children's Wonderland drawing in 130 spectators in attendance on July 9th.
- **Movie Night** at Children's Wonderland on July 9th drew a crowd of 45 children and adults.
- **1st Saturday's** July 9th Hanns Park corridor to Skyline Drive generated 13 walking enthusiast.
- **REACH Aquatic Days** was held at the Vallejo Plunge on July 6 that generated 15 participants.
- Our ten **Summer Camp's** attendance are springing back this week with 134 campers in youth camps, and 115 in aquatic camps.
- VCUSD's "**Putting our Youth to Work**" – Internship program is sending seven interns to work with GVRD summer staff.
- **Belly Flops with Cops** will have loads of fun at Cunningham Aquatic Center during normal Rec Swim hours on Saturday, July 16.

Maintenance Superintendent

Facilities/Parks

- Parks staff repaired a 6" irrigation broken pipe at Dan Foley Park. Installation of the new playground and bleachers at Dan Foley is progressing.
- Facilities staff installed two new BBQ grills at picnic areas at Dan Foley Park.
- City Of Vallejo tree contract continues with the removal of hazardous trees, and safety pruning.
- Facilities staff will schedule ceiling damage repairs at Vallejo Parent Nursery building.
- 4th of July event in our parks without major concerns.
- Facilities staff will schedule installation of wind screen at Amador tennis courts.

Blue Rock Springs

- Watertronics was the low bidder to install a new irrigation water pump.

Richardson Park

- Dog show event.

Crescent Park

- Working on irrigation, and demo plans for the playground.

McIntyre Ranch

- Irrigation and Turf installation was done; parks staff will do the installation of wood chips.
- Forestry department doing a general pruning by the Yurt area.

North Vallejo Community Center

- Work is progressing.

Washington Park

- Church community outreach event.

Wilson Park

- Received an estimate to repair women's restrooms.

Vallejo Community Center

- Termites and beetles present. Need to schedule low bidder.

Colusa building

- Exterior renovation is progressing

15) Announcements and Comments from Board Members:

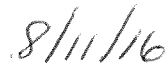
16) Meeting Adjourn:

Director Quigley offered the motion, seconded by Director Lea to adjourn the meeting at 8:45pm

Next meeting: July 28, 2016



Sheryl Pannell Lea, Board Secretary



Date

GRANT CONTRACT – Vallejo Shakespeare in the Park (fiscally sponsored by the GVRD)

In the unlikely event that your organization should fail to abide by the terms set forth in this letter of agreement, the **Dean & Margaret Leshner Foundation** may terminate the grant, upon written notice to your organization. Your organization would then be required to return to the Foundation any portion of the grant funds, including interest earned, spent for purposes not specified in this letter or not otherwise approved by the Foundation.


To confirm your understanding of and agreement to the above conditions of this grant, please have the attached copy (retain original for your file) of this letter signed by an authorized officer of your organization's Board of Directors.

By countersigning this letter, you also agree that:

- (1) Your organization's charitable tax exempt status under the Internal Revenue Service has not been revoked or modified, and that if it is revoked or modified, you agree to notify the Foundation immediately.
- (2) The Foundation assumes no obligation to provide other or additional support.
- (3) **Your organization will submit to the Executive Director of the Foundation a copy of minutes from a meeting of your Board of Directors documenting its review of the grant award and its acceptance of the terms and conditions.**

Should you have any questions about the grant or the conditions set forth, please call me at (925) 935-9988. On behalf of the **Dean & Margaret Leshner Foundation**, I extend every good wish for the continued success of the Martinez performances.

Sincerely,

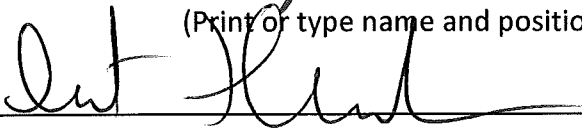


Kathleen Odne
Executive Director

Leat Metzzenheimer - Chairperson

(Print or type name and position of Board Officer signing)

BY:



DATE:

July 14 - 2016

June 22, 2016

Mrs. Dalia Vidor
Vallejo Shakespeare in the Park
1117 Sutter Street, Apt. E
Vallejo, CA 94590

Dear Mrs. Vidor:

The **Dean & Margaret Lesher Foundation** is pleased to advise you that the Board of Directors has approved a two-year grant in the amount of \$2,000 (\$1,000 payable in 2016 and \$1,000 payable in 2017) to **Vallejo Shakespeare in the Park (fiscally sponsored by the GVRD)** for Martinez performance production support.

All grant awards by the **Dean & Margaret Lesher Foundation** are subject to the following conditions, in accordance with laws applicable to the Foundation, and with the policies and priorities established by the Foundation. **Funding must be limited to programs and/or services within Contra Costa County.** Any special instructions applying to this grant are also listed.

GRANT CONTRACT

PURPOSE: The grant shall be used solely for the purpose stated in the grant proposal, and shall be so designated on your organization's records. No part of the funds shall be used:

- To lobby or otherwise attempt to influence legislation
- To influence the outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office
- For any purpose other than charitable or educational.

BUDGET AND FINANCE: If this grant has been based upon a specific expense budget, a copy of that budget has been attached to this agreement. No changes may be made in the budgetary allocations of the grant award without the Foundation's written approval. Any portion of the grant not expended as set forth in the budget included in the grant proposal will be returned to the Foundation at the completion of the project or end of the grant period unless a written request is received and approved by the Foundation Board of Directors.

**Greater Vallejo Recreation District
Board of Directors Meeting
Sign in Sheet
Thursday July 14, 2016 6:30pm
Administration Office Board Room**

Signing in for this meeting is voluntary

Name	Telephone
1. Sarah Nicols	
2.	
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ATTENDANCE SHEET	PRESENT	EXCUSED
Director Quigley	✓	
Director Lea	✓	
Director Bowen	✓	
Director Salvadori	✓	
Director Meitzenheimer	✓	

late 6:47p

DATE OF MEETING, July 14, 2016

[Signature] *7/14/16*
Clerk of the Board **Date**



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: _____

Name: SYRDAH NICHOLS

Organization Represented (if any): SHAKESPEARE IN THE PARK

Phone #: 510-872-8539 Agenda Item Number: 11B

For Against Questions

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

Signature: Sarah Nichols

Address: 521 KENTUCKY ST

City/State/Zip: VALLEJO, CA 94590