



# GREATER VALLEJO RECREATION DISTRICT

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

General Manager  
Gabriel Lanusse

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

September 14, 2017

### Greater Vallejo Recreation District Board of Directors

395 Amador Street

6:30 p.m.

**1) Call to Order**

Director Meitzenheimer called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:33pm, September 14, 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; Wendell Quigley, Sheryl Pannell Lea, Ron Bowen and Gary Salvadori; General Manager, Gabriel Lanusse

**Excused:** Chris Corse

**Staff:** Legal Counsel, Chet Rogaski Jr; Administrative Support, Kim Pierson; Recreation Superintendent, Phillip McCoy; Finance Director, Romi Selfaison; Administrative Specialist, Human Resources, Rosa Ringseth; Park Supervisor; Salvador Nuno

**4) Approval of Agenda:**

Director Quigley offered the motion, seconded by Director Lea to approve the agenda with the minor change to remove the "s" from Personnel Matters in item 8D. Motion passed.

**5) Approval of Minutes:**

**A) August 24, 2017**

Director Bowen offered the motion, seconded by Director Lea to accept the minutes. Motion passed.

6) Presentations: None

7) Public Comment: None

At 6:35pm Chairperson Meitzenheimer convened to Executive Session

8) Executive Session:

A) CONFERENCE WITH LEGAL COUNSEL -ANTICIPATED LITIGATION

Pending threat of litigation: (1) Case With respect to every item of business to be discussed in closed session pursuant to Section 54956.95

B) CONFERENCE WITH LEGAL COUNSEL- POTENTIAL LIABILITY CLAIM: Day-Hicks (1) CLAIM AGAINST GREATER VALLEJO RECREATION DISTRICT with respect to every item of business to be discussed in closed session pursuant to Section 54957

C) PERSONNEL MATTER- Reinstatement of Employment. With respect to every item of business to be discussed in closed session pursuant to Section 54957 (b)

D) PERSONNEL MATTER- With respect to every item of business to be discussed in closed session pursuant to Section 54957 (b)

At 8:23pm, Chairperson Meitzenheimer reconvened to Regular Session to report the following:

A) Direction given to the General Manager. No action taken during Executive Session

B) Direction given to the General Manager. No action taken during Executive Session

C) Director Salvadori excused himself from the discussion. Chairperson Meitzenheimer directed Legal Counsel to hire a Human Resources Legal Consultant, the fee is to be capped at \$10,000, with the option of bringing it back to the board if necessary for an increase.

D) Direction given to the General Manager. No action taken during Executive Session

9) Financials:

A) **Approval of Financial Statement as of 8/31/17 (Selfaison)**

Director Quigley offered the motion, seconded by Director Lea to accept the financial statement as of 8/31/17. Motion passed.

B) **Approval of Payment of Bills 07/1/17 through 07/31/17 (Selfaison)**

Director Quigley offered the motion, seconded by Director Lea to accept the payment of bill for 7/1/17 through 7/31/17. Motion passed.

Director Salvadori recused himself from the vote.

**C) Approval of Payment of Bills 08/1/17 through 08/31/17 (Selfaison)**

Director Quigley offered the motion, seconded by Director Lea to accept the payment of bill for 8/1/17 through 8/31/17. Motion passed.

Director Salvadori recused himself from the vote.

**10) Old Business:**

**A) Update on TEAMWERKS, LLC dba Vallejo Admirals Professional Baseball 2017 season. (Lanusse)**

Lanusse gave an update: The Vallejo Admirals had a great second half of the 2017 season. They came in first place overall. He has requested for the owner to come to the second meeting in October to give an update on financials, how they did, etc.

**11) New Business: None**

**12) Accept Board Committee Reports:**

**A) Accept the Minutes from the Facility and Development Committee Meeting August 18, 2017**

Director Salvadori offered the motion, seconded by Director Quigley to accept the minutes. Motion accepted.

**B) Accept the Minutes from the Programs and Publicity Committee Meeting August 22, 2017**

Director Quigley offered the motion, seconded by Director Lea to accept the minutes. Motion accepted.

**C) Accept the Minutes from the Policies and Personnel Committee Meeting August 28, 2017**

Director Quigley offered the motion, seconded by Director Bowen to accept the minutes. Motion accepted.

**13) Administrative Items:**

**Board Retreat-September 30, 2017-South Vallejo Community Center**

**14) Reports:**

**A) General Manager**

We've done a couple of walkthroughs with granting organizations, Solano RCD and California Conservation Group. One grant is to add additional greenery and shrubs. The other will enhance pathways, one will include access to the Park and Ride.

We're getting a lot of interest for the RFP for our organizational chart.

I've contacted PEAK, our registration/registration software, and we will be holding a two day training for all recreation staff and any staff who would like a refresher.

## **Recreation Superintendent-**

### Ongoing Division Activity:

- The Recreation Coordinator interview have been completed, we are in the process of extending a contingent offer.
- We've received three FRQ's for website design, we will invite the top two in for a presentation.
- The Waterfront Weekend is returning this year. GVRD will have a Kids Zone and a 5K Glow run. It is a two day event taking place on the 7<sup>th</sup> and 8<sup>th</sup> of October.
- The old acoustical panels have been taken down in the Lake room at Dan Foley and the contractor will start installing the new ones soon.
- The veranda at Dan Foley Community Center has been closed off due to construction to remove dry rot.
- We are going to receive 14 additional water stations from the county, we are able to pick those up next week.
- We've received an extension of the City Council's grant. The funding was supposed to cut off at the end of this month, but it has been extended 6 months.
- This weekend is the first of two free events that we're going to be conducting. The first one is going to be this Saturday at Children's Wonderland. The next one is going to be the following week at Cunningham Pool. This is part of the Vallejo Sports and Adventure Academy funding.

## **Maintenance Superintendent-Given by acting Superintendent, Salvador Nuno**

- The facilities department hired a new full time employee for the Maintenance Worker 1 position. He started on Monday and is training this week.
- The facilities department worked on removing the old sound panels this week to get it ready for the company to install the new panels.
- The Parks Department worked on a VIP project, where all the agencies from Vallejo get together to work on projects. They worked on the North Side of Mare Island to help remove trash, graffiti, over grown vegetation, etc.
- Unity Day took place at City Park last weekend. Seems like everyone had a good time.
- Coastal Clean-up is coming up this weekend. They will be at Dan Foley Park, River Park, Hanns Park, Blue Rock Springs Park, Glen Cove Waterfront Park and Lake Dalwigk.

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

Director Bowen asked if there is an agenda for the upcoming board retreat and if there's a list of documents that will be brought. Specifically, he would like to discuss a capitalization plan, to include strategic planning for larger projects. He would also like to have someone do a fiscal needs assessment.

**16) Meeting Adjourn:**

Director Quigley offered the motion, seconded by Director Lea to adjourn the meeting at 9:02 pm

**Next meeting: September 28, 2017**

  
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**Sheryl Pannell Lea, Board Secretary**

9/28/17

**Date**



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

**DATE OF MEETING, September 14, 2017-6:30pm**

*Kimberly Pierson* 9/14/17  
Clerk of the Board                      Date

**Greater Vallejo Recreation District  
Board of Directors Meeting  
Sign in Sheet  
Thursday September 14, 2017 6:30pm  
Administration Office Board Room**

*Signing in for this meeting is voluntary*

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