1) **Call to Order**
Chairperson Bowen called a regular meeting, of the Board of Directors of the Greater Vallejo Recreation District, to order at 6:30pm, February 28, 2019 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 Ron Bowen, Directors; Gary Salvadori, Sheryl Pannell Lea, Wendell Quigley and Robert Briseno.
**Staff:** General Manager, Gabriel Lanusse; Legal Counsel, Gary Heppell; Finance Director, Romi Selfaison; Recreation Superintendent, Phillip McCoy; Acting Maintenance Superintendent; Tom McNair; Administrative Support, Kimberly Pierson; Interim Human Resource Administrator; Rosa Ringseth

**Excused:**

4) **Approval of Agenda:**
One change to agenda. Item 9-C-should read: “Appointment of Real Property Negotiators (McIntyre Ranch, St. John’s Mine Road, Vallejo)” Director Quigley offered the motion, seconded by Director Lea to approve the agenda with one change to Motion passed unanimously.
5) **Consent Calendar:**
   A) Approve Board Minutes-February 14, 2019
   B) Accept the Policies and Personnel Committee Minutes February 11, 2019
   Director Quigley offered the motion, seconded by Director Salvadori to accept the consent calendar. Motion passed unanimously.

6) **Presentations:**
   A) Introducing Eliot Palmer- Recreation Supervisor for the Recreation Department (McCoy)
   B) Introducing Sandy Tawaratsumida-Recreation Supervisor for the Recreation Department (McCoy)
   C) Introducing Dustin Stene - Recreation Coordinator for Cunningham Pool (McCoy)
   Recreation Superintendent Phillip McCoy introduced employees who have passed their employment probationary periods.

7) **Public Comment: None**

8) **Financials:**
   A) Approval of Financial Statement as of 1/31/19 (Selfaison)
   After some discussion. Director Quigley offered the motion, seconded by Director Lea to approve the financial statement as of 1/31/2019. Motion passed unanimously.

   C) Approval of Payment of Bills 1/1/19 through 1/31/19 (Selfaison)
   After some questions from board members. Director Quigley offered the motion, seconded by Director Briseno to approve the payment of bills 1/1/19 through 1/31/19. Motion passed unanimously. Director Salvadori recused himself from the vote.

9) **New Business:**
   A) Request to Waive Facility Use Fees- Food Bank of Contra Costa & Solano. (Lanusse)
   Chairperson Bowen called for comment cards. Larry Sly representing the Food Bank of Contra Costa & Solano spoke on the benefits the Food Bank provides to the Vallejo community.
   Chairperson Bowen commented that he would prefer a net zero relationship. Legal Counsel commented: There is a rule that a public agency cannot use its funds for purposes that are outside the agency’s bailiwick.
   There was discussion on possible ways to accommodate the Food Bank without incurring staff time.
   Director Salvadori made a motion, seconded by Director Quigley giving direction to create a contract allowing the waiving of fees as long as there
were no staff time charges. The agreement will be reviewed in 2 or 5 years. Motion passed unanimously.

B) Board Authorization to Declare Equipment Surplus Property – 2 trucks, 1 mower. (Nuno)
Tom McNair gave the board a history of the trucks and mower. Director Briseno offered the motion, seconded by Director Quigley to declare surplus property of the mentioned equipment. Motion passed unanimously.

C) Appointment of Real Property Negotiators (McIntyre Ranch, St. John’s Mine Road, Vallejo) (Lanusse/Legal Counsel)
There was some discussion about the possibility of appointing a negotiating team for all real property leases for a set period of time. Legal Counsel stated he would prefer that the negotiators be assigned for each item. Director Briseno offered the motion, seconded by Director Salvadori to appoint the General Manager and Legal Counsel as real property negotiators for the McIntyre Ranch property. Motion passed unanimously.

10) Old Business: None

11 Administrative Items:
A) Approve revised job description and pay scale for the new Board Clerk/Administrative Coordinator position. (Lanusse)
Director Quigley asked for clarification on a few of the job duties. Director Salvadori made the comment that he is confident that the personnel committee and senior staff developed a good job description. Director Salvadori offered the motion, seconded by Director Briseno to approve the revised job description and pay scale for the new Board Clerk/Administrative Coordinator position. Motion passed unanimously.

B) Approve “Final Read” of Rules and Regulation #RR2085-Employee Recruitment and Selection (Ringseth)
Director Quigley offered the motion, seconded by Director Lea to approve #RR 2085-Employee Recruitment and Selection with one change. Under the heading Initializing a Search, the word “consult” in the first sentence will be changed to “receive approval from”. Motion passed unanimously.

12) Reports:
General Manager-
• We are going to make a contingent offer to the candidate for the HR Manager position.
• Update on Cunningham Pool: We had a meeting with the City Manager, Mayor, Public Works Director, VCUSD representative, Director Quigley and myself on Monday to share the draft assessment report. It gives a rough estimate of the costs, but they’re still polishing the numbers. We will meet again once the draft becomes final.
Recreation Superintendent-
Admin:
• We are continuing to look for new recreation software.
• The Summer Activity Guide is in progress.
• We are continuing to work on the budget.
• Working on a partnership with Vibe Solano Alliance Work Group to hopefully install Vallejo's first labyrinth in a GVRD park.
• We have completed updates to Policy #3075, which address community center rentals.

75th Anniversary Celebration:
• Presentations continue: One was held on February 22nd at the Judo class at South Vallejo Community Center.
• We also had separate Block Party and Dinner Sub-Committee meetings on February 15th.

GVRD Sports Department:
• Cubbies and Grizzlies are officially half way through their winter season.

Mare Island Sports Complex:
• We had five new pickle ball courts installed and the pickle ball players are playing and excited about being out of the rain.

VCC:
• The Club and Teen rooms have been painted.
• New doors will also be installed.

Special Events:
• The next special event will be Fishing in the City on March 30th at Lake Chabot.

Maintenance Superintendent-Given by Acting Maintenance Superintendent,
Tom McNair

Facilities
• Glen Cove Park-Tennis court resurfacing has been suspended due to the weather. One temporary net is up for the tennis players and as soon as we have dry weather we can get them painted.
• I picked up the plans for the 395/401 Amador Street service upgrades and have submitted them to the city. Our application has been submitted to PG&E for their engineering aspect of that project.
• 401 Amador-construction is progressing on a new office space.
• Corp Yard-working on estimates for a new office module.
• Foley-We had a correction notice issued for lack of a handwashing station. PDF designs will assist with the design for review and permitting.
Parks
- Lake Dalwigk restoration project-weather permitting for the planting.
- A GVRD truck was stolen from the corp yard. They broke into the building and opened the rollup door and drove through the fence. The truck was found a couple days later in South Vallejo.
- Main office landscaping-a few trees were planted today.
- Maintenance Worker 1 position-interviews will take place soon.
- Cal Fire is working at Hanns Park.
- Solano County Maintenance Department invited GVRD to attend a weedigtech demonstration.

13) Executive Session:
At 8:13pm Chairperson Bowen convened to Executive Session

A) CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Pending threat of litigation in the case: (1) Case. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9

B) CONFERENCE WITH LABOR NEGOTIATORS (GENERAL MANAGER & LEGAL COUNSEL): AMOA With respect to closed sessions called pursuant to 54957.8

C) GRANT OF AUTHORITY TO REAL PROPERTY NEGOTIATORS (GENERAL MANAGER & LEGAL COUNSEL): Property: McIntyre Ranch, St. Johns Mine Road, Vallejo. Negotiating Parties: (Diane Taron Davis and Jane Mitchell), Possible license renewal, price and terms of payment, pursuant to Government code Section 54956.8

At 9:36pm Chairperson Bowen convened to Regular Session to report the following
A) Information given. No action taken.
B) Board of Directors gave direction. No action taken
C) Board of Directors gave direction. No action taken.

14) Announcements and Comments from Board Members: None

15) Meeting Adjourn: Director Quigley offered the motion to adjourn, seconded by Director Lea to adjourn the meeting at 9:28pm. Motion passed unanimously.

Next meeting: March 14, 2019

Robert Briseno, Board Secretary

Date: 3/14/19
Greater Vallejo Recreation District  
Board of Directors Meeting  
Sign in Sheet  
Thursday, February 28, 2019 6:30pm  
Administration Office Board Room

*Signing in for this meeting is voluntary*

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**DATE OF MEETING,** February 28, 2019-6:30pm

*Kimberly Perso* 2/28/19
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: 2/28/19

Name: LARRY W

(Please Print)

Organization Represented (If any): FOOD BANK

Phone #: 925-771-1300  Agenda Item Number: 9.1

☐ For  ☐ Against  ☐ Questions

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

Signature: [Signature]

Address: 701 Nelson Ave

City/State/Zip: Concord, CA 94520