



Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles by providing safe parks and innovative and fun recreation programs for all residents.

BOARD OF DIRECTORS

Rizal Aliga
Robert Briseño
Thomas Judt
Tom Starnes

GENERAL MANAGER

Gabe Lanusse

In accordance with California Government Code Section 54957.5, materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's Administrative Office, 401 Amador Street, Vallejo, CA during normal business hours or electronically at <https://www.gvrd.org/board-meetings-committees>.

In compliance with the Americans with Disabilities Act, Special assistance for participating in this meeting can be obtained by contacting the District Office at 707-648-4604. A 48-hour notification would enable the District to make reasonable accommodations to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II).

Board of Directors Meeting Agenda

Thursday, July 11, 2024

Administrative Office-Board Room, 401 Amador Street, Vallejo, CA 94590

6:30 p.m. – Regular Session

Public Comment on Items on the Agenda

If you wish to speak on an item under discussion by the Board of Directors which appears on this Agenda, you may do so upon receiving recognition from the Chairperson of the Board. Please state your name and whether you are speaking as an individual, or are speaking for an organization, in which case, please state the name of the organization. Each individual speaker may speak for up to three minutes, and an individual representing an organization may speak up to five minutes.

1) **Call to Order**

2) **Pledge of Allegiance**

3) **Roll Call**

4) **Approval of Agenda**

5) **Public Comment:**

(Note: For matters not otherwise listed on this agenda. The Board of Directors welcomes your comments under this section but is prohibited by State Law from discussing items not listed on the agenda. Your item will be taken under consideration and may be referred to Board of Directors Committee(s) and/or Staff.)

To provide an opportunity for all members of the public who wish to address the Board, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization.

6) **Committee Updates**

The Chairperson for Standing Committees will provide any updates to the full board.

7) **Consent Calendar**

Items listed on the consent calendar are considered routine in nature and may be enacted by one motion. If discussion is required, that item will be removed from the consent calendar and will be considered separately.

Public Comment



- 7.1 Approve Board Minutes – June 27, 2024
- 7.2 Accept Budget and Finance Committee Minutes –June 18, 2024
- 7.3 Accept Publicity, Programs Committee Minutes-Special Meeting-June 20, 2024
- 7.4 Accept Facility and Development Committee Minutes – June 25, 2024
- 7.5 Accept Policies and Personnel Committee Minutes-Special Meeting – June 26, 2024

8) Financials:

Public Comment

Updated Cash Flow Projections (Parkhurst)

9) Action Items:

Public Comment

- 9.1 Discussion and possible action on McIntyre Ranch (Legal Counsel)
- 9.2 Discussion and possible action on Impact/Quimby Fee Requests (Legal Counsel)
- 9.3 Discussion and possible action on Colusa Street Building (Lanusse)

10) Staff Updates

Public Comment

- 10.1 General Manager
- 10.2 Recreation Services Director
- 10.3 Parks and Facilities Director
- 10.4 Human Resources Director
- 10.5 Finance Director

11) Announcements and Comments from Board Members:

12) Executive Session

Public Comment

PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code section 54957
Title: General Manager

13) Meeting Adjourn

**We regularly meet on the second and fourth Thursdays of each month at 6:30pm
Next Meeting: Thursday, July 25, 2024**



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Greater Vallejo Recreation District Board of Directors

MINUTES

June 27, 2024 – 401 Amador Street

6:30 p.m.

1) Call to Order

Chairperson Aliga called a regular meeting of the Board of Directors of the Greater Vallejo Recreation District to order at 6:32 p.m., June 27, 2024, in the Board Room of the Greater Vallejo Recreation District Office, 401 Amador Street, Vallejo, California.

2) Pledge of Allegiance

Chairperson Aliga led the pledge.

3) Roll Call

Present: Chairperson Rizal Aliga; Secretary Tom Starnes; Directors Thomas Judt, Robert Briseño

Staff: General Manager, Gabriel Lanusse; Legal Counsel, Andrew Shen; Parks and Facilities Director, Salvador Nuño; Finance Director, Noel Parkhurst; Recreation Director, Antony Ryans; Human Resources Director, Lisa Sorvari; Board Clerk, Kimberly Pierson

4) Approval of Agenda

Director Briseño offered the motion, seconded by Director Starnes to approve the agenda with one change to swap items 13.1 and 13.2. Motion passed.

5) Public Comment: 3 Speakers

(Note: For matters not otherwise listed on this agenda. The Board of Directors welcomes your comments under this section but is prohibited by State Law from discussing items not listed on the agenda. Your item will be taken under consideration and may be referred to Board of Directors Committee(s) and/or Staff.) To provide an opportunity for all members of the public who wish to address the Board, a time allocation of 3 minutes for each individual speaker and 5 minutes for an individual representing an organization.

6) Presentations:

Recognition of Stacey Kennington for her service to GVRD (Lanusse)
The General Manager presented a certificate of appreciation and thanked Ms. Kennington for her service on the GVRD Board of Directors.

7) Committee Updates

The Chairperson for Standing Committees will provide any updates to the full board.
None



8) Consent Calendar

Items listed on the consent calendar are considered routine in nature and may be enacted by one motion. If discussion is required, that item will be removed from the consent calendar and will be considered separately.

Public Comment-None

8.1 Approve Board Minutes – May 23, 2024

8.2 Accept Budget and Finance Committee Minutes – May 14, 2024

8.3 Accept Policies and Personnel Committee Minutes-Special Meeting – May 30, 2024

8.4 Accept Facility and Development Committee Minutes – May 28, 2024

Director Aliga offered the motion, seconded by Director Starnes to approve the consent calendar. Motion passed.

9) Financials:

Public Comment

9.1 Accept Payment of Bills 5/1/2024 through 5/31/2024 (Parkhurst)

Director Starnes offered the motion, seconded by Director Judt to accept the payment of bills 5/1/2024-5/31/2024. Motion passed.

9.2 Accept Finance Statement through 4/30/2024 (Parkhurst)

Director Aliga offered the motion, seconded by Director Starnes to accept the finance statement through 4/30/2024. Motion passed.

9.3 Updated Cash Flow Projections (Parkhurst)

After a brief discussion and review, decision was made to revise and return to the board at a later date.

10) Action Items: Director Judt requested to move item 10.2 ahead of 10.1

Public Comment-1 speaker 10.1, 1 speaker 10.2

10.2 Retroactive Waiver of Fees (\$150) for Director Judt, for use of Norman C. King South Vallejo Community Center on May 5, 2024.

(Lanusse)

Director Judt recused himself and left the room for this agenda item. After discussion, Director Briseño offered the motion, seconded by Director Starnes to deny the request. Motion passed.

10.1 Approve the Preliminary Budget for Fiscal Year 2024-2025 (Parkhurst)

Director Briseño offered the motion, seconded by Director Starnes to approve the preliminary budget for FY 2024-2025. Motion passed.

10.3 Approve changes to Policy 3074 - Fee Waiver for Community Organizations and Governmental Agencies. (Sorvari)

After discussion, the item was tabled for another meeting.



10.4 Discussion and Possible Action on Crest Ranch Property Lot 647, known as “Country Club Crest Unit No. 8” (Lanusse)

Director Briseño offered the motion, seconded by Director Aliga to have staff and Legal Counsel move forward with the formal transfer of the property back to GVRD. Motion passed.

11) Staff Updates

Public Comment-None

11.1 General Manager

- Gave an update on Succession Planning
- Gave details on the Taxpayer Protection Act
- Gave a brief update on a recent meeting with the City Manager

11.2 Recreation Services Director

- Announced a new Aqua Zumba class being held at Cunningham Pool
- Provided an update on Summer Programming, FlavorTown Tuesdays, and Bands and Brews
- Gave details on the Recreation Coordinator position dedicated to programming

11.3 Parks and Facilities Director

- Provided update on 4th and 5th of July staffing plans
- Announced a summer camp taking place at Washington Park
- Informed the board of the Colusa Building tenants intent to vacate. Discussion will be placed on an upcoming agenda.
- Informed the board the remainder of the ADA project at Cunningham will be postponed until winter.
- Gave an update on the Terrace Park replacement project

11.4 Human Resources Director

- Announced the May Employee of the month: Gilber Marquez
- Proved a brief update on the total compensation study process

11.5 Finance Director

- Announced the CalPERS part time audit is close to being completed
- Gave details on the fiscal year end close.
- Informed the board the financial and HRIS software replacement process is on hold for budgetary reasons



12) Announcements and Comments from Board Members

Text

8 Minute Recess called at 8:26pm

13) Executive Session- at 8:35 pm Chairperson Aliga convened to executive session.

Public Comment-None

13.2 CONFERENCE WITH LABOR NEGOTIATOR: Government Code section 54957.6

Agency designated representative: General Manager

Employee organizations: SEIU 1021, IBEW 1245, Unrepresented Staff (Directors, Board Clerk, and HR Coordinator)

13.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code section 54957

Title: General Manager

at 9:43pm Chairperson Aliga re-convened to regular session and reported the following: **13.2: Presentation given & direction given**

13.1: Discussion and direction given

14) Action Item

Public Comment-None

Discussion and Possible Action on Merit Increase to General Manager Salary (Legal Counsel)

Director Starnes offered the motion, seconded by Director Briseño to give the General Manager a 2% Merit Increase. Motion passed.

15) Meeting Adjourn

Director Starnes offered the motion, seconded by Director Aliga to adjourn the meeting at 9:46pm. Motion passed.

Tom Starnes, Board Secretary



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Budget and Finance Committee – Meeting Minutes Tuesday, June 18, 2024 1:00 p.m. Administrative Office – Board Room 401 Amador Street

In attendance: Director Starnes, Director Briseño
General Manager Lanusse, Finance Director Parkhurst

Meeting began: 1:00 P.M.

1. Public Comment

There was no public attendance/ Comment at this meeting.

2. Review Proposed Budget Reductions for FY 24/25.

- Director Parkhurst discussed areas that would be experiencing cuts in the budget in order to balance the budget.

3. Discuss FY 24/25 Preliminary Budget

- Director Parkhurst presented the revised version of the Preliminary 24/25 Budget. This version, plus any changes, will be submitted to the Board for approval in the upcoming Board Meeting.
- Director Starnes initiated conversation on billing methods for the EXLP and Afterschool programs with the Vallejo Unified School District.
- General Manager Lanusse explained how in the past Part Time wages were moved to Measure K. In the new budget, Part Time staff will be placed back under the General Fund and will be replaced with Facility Maintenance Costs.

4. Discuss Cash Flow Related Picture and efforts being

- Director Parkhurst discussed the changes being made to the cashflow to provide an updated version in the upcoming Board Meeting.



- Director Starnes spoke about making changes based on actual numbers. He also spoke about managing cash flow to where we are not dipping into reserves for FY 24/25 unless necessary. Director Starnes initiated conversation on billing methods for the EXLP and Afterschool programs with the Vallejo Unified School District.
- Director Starnes wanted to confirm that eliminating the budget for Teens Services didn't mean the program was eliminated. He suggested providing a revised narrative so that it is presented along with plans to outsource. He also initiated conversation on billing methods for the EXLP and Afterschool programs with the Vallejo Unified School.
- Director Briseno suggested that staff conduct an analysis of % of pool use at Cunningham Pool based on type of use. He feels Free Swimming session is not open enough only because staff feels it is more work to manage. Director Briseno also suggested that staff visits P/T wages to compete with the fast-food industry raising their wages.

5. Status update on CalPERS Part Time Audit

- Director Parkhurst updated the committee on the progress of the Part Time CalPERS Audit.

6. Meeting Adjourned: 2:04 P.M.



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Programs and Publicity Committee Minutes Thursday, June 20, 2024 11:00 A.M. Administrative Office-Board Room 401 Amador Street

In attendance: Director Starnes, Chair Aliga, General Manager Lanusse & Director Ryans.

Meeting began: 11:40 AM

1. Public Comment- No public comment.

2. Community Events:

a. 80th Celebration update. Director Ryans discussed Bands and Brews beginning, Friday, June 28th from 6-8pm at Blue Rock Springs. It was suggested by Director Starnes to add additional language to the promo flyer for clarity, "free event. free parking..." Director Ryans mentioned the Neon Playboys opening the first show. Also, he disclosed the names of the two bands set to perform on the 80th anniversary, The Purple Ones and Foreverland Band are undergoing contract and will be set to perform on Sat, Aug 10th.

4. Marketing Update: Submitted Content Action Plan for July- The marketing plan for the month has been submitted to Verdin for review and finalization. The GM mentioned not having budget for a full-time marketing employee and perhaps hiring someone part-time.

a. July is Parks Make Life Better Month/Parker Rex 80th Park Challenge -Director Ryans mentioned in celebration of Parks Make Life Better Month GVRD will be having a photo contest encouraging patrons to take and send us photos of them recreating in our parks. A winner will be selected and have an opportunity to be featured on the cover of one of our upcoming activity guides. Also, Parker Rec Challenge, taking photos at different parks and if they find GVRD swag can redeem for prize at the 80th party on Sat, Aug 10th.

6. New Programs Update: Director Ryans shared with the committee several sent programs and the program numbers for those programs. Some of the new programs are: Aim High Basketball, Aqua Zumba, High Performance Junior Tennis, Incrediflix, and Chon Renee's Performance Art class. Programs are doing really well for their first month of the summer season and we anticipate numbers to increase as the summer season progresses. Director Starnes



suggested looking at the process for the financial assistance program and consider removing criteria to see if that would help to increase usage of the funds.

7. Discussion on Fall Programs 2024- Director Ryans discussed with the committee a number of programs that may need to be reduced or cut due to the budget constraints. The pool was a topic of discussion and an option for consideration for closure during the winter/early spring months to conserve dollars. The committee recommended bringing more data to support recommendations for cuts. Another option was to collaborate with a neighboring city to offer programming if the pool would be closed for the season.

8. RFQ for North Vallejo Community Center – Director Ryans discussed that GVRD will put out an RFQ to see if there is any interest in using the building to contract services for teens and youth programming in the community.

Meeting Adjourned: 12:11 PM



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Facility and Development Committee Minutes Tuesday, June 25, 2024 1:30 p.m. Administrative Office-Board Room 401 Amador Street

In attendance: Director Briseño, Director Starnes, Parks and Facilities Director Nuño

Meeting began: 1:30 PM

1. Public Comment

No public comment.

2. Lake Dalwigk Park Improvements:

Parks and Facilities Director Nuño reported that the contractor is making progress on the improvements of the Park. The pathways and the trails are completed; they still need to work on the lighting and the ADA ramp by the pedestrian bridge. The restroom company should start with the installation of the restroom soon. The consultant overseeing the project mentioned that the City committed to making some improvements to the street that were part of this project. This will help to have funds to make other improvements in the Park such as the basketball courts improvements.

3. Memorial Tree Request – Fairmont Park:

Parks and Facilities Director Nuño presented an application for a memorial tree request. The committee had questions about the cost for the installation of the tree and recommended getting the full cost for the planting of the tree including the labor. The Committee recommends obtaining more information about the person being memorialized and getting back to the Committee with the information.

4. South Vallejo Community Center Charging Stations (City of Vallejo Project):

Parks and Facilities Director Nuño reported that the installation of the EV chargers is making progress, and the installation part of the project should be completed soon. The contractor is waiting for PG&E to do their portion of this project. The recommendation from the Committee is that once this is completed, to have signage with contact information in the event it gets vandalized.



5. Terrace Park Playground Replacement-Prop. 68:

Parks and Facilities Director Nuño reported that the contractor should be coming soon to make a correction on the 5-12 age playground. GVRD staff met with the State representatives to check on the new playground and take pictures. We were informed that once the correction is completed and the playground is open to the public, our reimbursement could be processed.

6. Cuningham Aquatic Complex Restroom Improvements:

Parks and Facilities Director Nuño reported that the contractor is about 90% done with the construction of the new additional restrooms. Staff talked to the contractor to postpone the work on the renovations of the existing restrooms and resume work in the winter. This will help with the cash flow to allow us to have funds until we receive funds from the County in December. The Pool most likely would need to be closed to complete the renovations.

Adjourned at 2:01 PM



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**Policies and Personnel Committee Minutes
Special Meeting
Wednesday, June 26, 2024
3:30 p.m.
Administrative Office-Board Room
401 Amador Street**

In Attendance: Director Aliga, Director Judt, General Manager, Gabe Lanusse, and Human Resources Director, Lisa Sorvari

Meeting Began: 3:33 pm

Public Comment

None.

1. Policy Review:

Policy 3069, Use of Concession Facilities

- Added preference for non-profit organizations will be considered.
- Director Aliga and Director Judt discussed verifying that non-profit organizations are non-profit. The General Manager confirmed that the District has a list of non-profit organizations.
- Next Steps: Make changes and submit for legal review.

R&R 3069, Use of Concession Facilities

- It was decided to not go into dress code details, but instead focus on family friendly venue and health and safety compliance when serving or cooking food.
- Director Judt recommended adding the name of Policy 3070 (Use of Parks and Facilities) which is referenced in 3069.
- The Committee discussed providing sound permits to users for customer service reasons but decided that they are required to visit the Police Department anyway to pay the fees.
- Next Steps: Make changes and submit for legal review.



Policy 4020, Attendance at Meetings

- Director Aliga suggested adding “Board Clerk” as someone to contact if Directors will be late or absent from meetings in addition to the Board Chair.
- The committee agreed to change “*the minutes shall indicate whether an absence was excused*” to “*whether a Director was absent*” as to not focus on excused versus non-excused because there are no definitions.
- Next Steps: Make suggested changes and send to legal for review.

Policy 3014, Partnerships and Sponsorships

- The Human Resources Director reported that the policy was reviewed by the Publicity, Programs and Community Relations Committee.
- The Committee agreed to lower the amount the General Manager or designee can approve for partner/sponsor Agreements from less than \$25,000 to less than \$10,000.
- There was concern about the District possibly refusing sponsorships that are designated to projects where the funds will not fully cover expenses. The Committee suggested changing the sentence to “The District reserves the right to reallocate funds if they do not cover costs of the entire project.”
- Next Steps: HR Director will consult with Recreation Services Director, make changes and bring to the next Committee meeting.

2. Discussion Items:

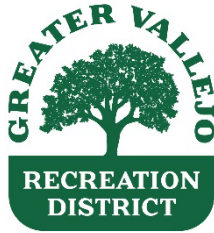
Training and Travel Request Form

- The General Manager discussed the need for a training and travel policy to set guidelines for reserving hotels and using transportation.
- Director Judt asked about a third-party travel agency or controlling spending with credit card limits.
- Directors Aliga and Judt agreed there needs to be a policy and will leave it to the General Manager’s discretion.
- Next Step: Human Resources Director will research policy and request form templates.

Rosenburg’s Rules of Order-Parliamentary Procedure

- Director Aliga and Director Judt would like an easy set of rules that provide clear direction to the Board of Directors.
- The General Manager stated sometimes there is confusion about when Directors can talk and how to make a motion.
- Next Step: Ask legal to review current policies and compare to Rosenberg’s Rules of Order.

Meeting Adjourned: 4:56 pm



Agenda 9.1

BOARD COMMUNICATION

Date: July 11, 2024

TO: Board Chairperson and Directors
FROM: Gabe Lanusse, General Manager
REVIEWED BY: Andrew Shen, Legal Counsel
SUBJECT: McIntyre Ranch – Current Status

BACKGROUND AND DISCUSSION

At its November 8, 2023 meeting, the Board of Directors (“Board”) approved a resolution declaring McIntyre Ranch as surplus, for purposes of the Surplus Land Act. Staff has completed the mandated Surplus Land Act process and now looks to the Board for further guidance and direction.

As required by the Surplus Land Act, after declaring McIntyre Ranch as surplus, GVRD notified the following entities of its availability:

- Affordable housing agencies;
- Affordable housing developers;
- The California Department of Housing and Community Development;
- Local park and recreation departments in Solano County;
- Regional park authorities in Solano County;
- The California State Resources Agency;
- The Vallejo Unified School District; and
- The City of Vallejo.

Under the Surplus Land Act, the listed entities have a “right of first refusal” to engage GVRD in good-faith discussions regarding the disposition or sale of McIntyre Ranch.

On December 13, 2023, Staff distributed the Notice of Availability to these entities and as required, provided 60 days for any interested parties to contact GVRD. During this 60-day period, only two of these entities contacted GVRD to express their interest:

- Roger Morgan, on behalf of Steelheart International Foundation
- C. Anthony Lee, on behalf of Johnni Pearl Industries and Global Energy Magnate

At the conclusion of the 60-day notice period, the Surplus Land Act mandates that public agencies reach out to the parties who have expressed interest to engage in good-faith negotiations regarding a potential transaction. The Surplus Land Act requires public agencies to engage in a 90-day good-faith negotiation period.

To satisfy this obligation, on February 20, 2024, Staff distributed information packets to the two interested parties and invited them to contact the General Manager to discuss the matter further. In addition to the information packets, Staff also offered the interested parties an opportunity to tour the property.

Neither of the interested parties responded to the invitations to discuss McIntyre Ranch with the General Manager or to tour the property. Staff sent additional e-mail messages to the interested parties on March 20 and May 10, 2024, but there have been no responses from the interested parties. Nonetheless, at this date, GVRD has satisfied its good-faith negotiation obligations.

While GVRD proceeded through the mandated Surplus Land Act process, a few private entities contacted Staff to express interest in McIntyre Ranch:

- Adjoa McDonald, on behalf of Vallejo Project
- Peppino Messina (Messina Realty, Inc.), on behalf of Justin Saroyan
- Justin Saroyan
- Ida Rams (Messina Realty, Inc.), on behalf of an unnamed client

At this time, GVRD has completed the Surplus Land Act process with respect to McIntyre Ranch and can now explore a wider range of potential transactions involving the property.

RECOMMENDATION

Consider various alternatives and provide further direction to staff. Potential alternatives include:

- Following up with the private entities who expressed interest during the Surplus Land Act process
- Issue a RFQ (or similar document) that publicly seeks proposals for future uses of McIntyre Ranch
- Convene community meetings that seek public input on how GVRD should proceed with McIntyre Ranch
- Conduct a broader advertisement/marketing of McIntyre Ranch beyond the categories of entities mandated by the Surplus Land Act
- Conduct a targeted marketing of McIntyre Ranch to individuals or entities that are likely to have interest

COMMITTEE REVIEW

None

ENVIRONMENTAL REVIEW

This is not a project as defined by the California Environmental Quality Act pursuant to Section 15378(b)(2) and (b)(5) of Title 14 of the California Code of Regulations as it is an administrative activity that will not result in physical changes to the environment.

DOCUMENTS AVAILABLE FOR REVIEW

Notice of Availability



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December 13, 2023

To All Interested Parties:

RE: Notice of Availability of Surplus Property

As required by Government Code Section 54220 of the State of California, the Greater Vallejo Recreation District (“GVRD”) is providing notification that the GVRD may sell or lease the surplus property listed in the accompanying document. The GVRD Board of Directors declared the listed property to be surplus at its November 9, 2023, regular board meeting.

In accordance with Government Code Section 54222, you have sixty (60) days from the date this offer was sent via electronic mail to notify the GVRD of your interest in acquiring the property. However, this offer shall not obligate the GVRD to sell the property to you. Instead, the GVRD would enter into at least ninety (90) days of negotiations with you pursuant to Government Code Section 54223. If no agreement is reached on sales price and terms, or lease terms, the GVRD may market the property to the general public.

As required by Government Code Section 54227, if the GVRD receives more than one letter of interest during this 60-day period, it will give first priority to entities proposing to develop housing where at least 25 percent of the units will be affordable to lower income households. If more than one such proposal is received, priority will be given to the proposal with the greatest number of affordable units. If more than one proposal specifies the same number of affordable units, priority will be given to the proposal that has the lowest average affordability level.

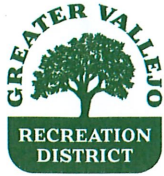
In the event your agency or company is interested in purchasing the property, you must notify the GVRD in writing within sixty (60) days of the date this notice was sent via electronic mail. Notice of your interest in acquiring the property shall be delivered to Gabe Lanusse, at glanusse@gvrd.org. You may also direct your questions to Kim Pierson, at kpierson@gvrd.org or by calling (707) 648-4600.

Entities proposing to submit a letter of interest are advised to review the requirements set forth in the Surplus Land Act (Government Code Section 54220-54234).

Surplus Land Property Description

Jurisdiction name:	Greater Vallejo Recreation District
Jurisdiction type:	Special Recreation and Park District
Site Address/intersection:	1 St. John's Mine Road (McIntyre Ranch)
City:	Vallejo, California
Zip code:	94591
County:	Solano
Assessor Parcel Number:	0182040050
Consolidated sites:	N/A
General Plan Designation:	Parks, Recreation and Open Space
Zoning Designation:	Parks, Recreation and Open Space
Minimum density allowed:	N/A
Maximum density allowed:	N/A
Parcel size:	approximately 22 acres
Existing use:	recreation and open space
Minimum sales price:	unknown
Last appraised value:	N/A
Last appraised date:	N/A





RESOLUTION NUMBER 2023-04

RESOLUTION 2023-04 OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO RECREATION DISTRICT DECLARING MCINTRYE RANCH AS SURPLUS LAND AND DIRECTING STAFF TO EXPLORE OPPORTUNITIES TO DECLARE MCINTYRE RANCH AS EXEMPT SURPLUS LAND

BE IT RESOLVED by the Board of Directors of the Greater Vallejo Recreation District as follows:

WHEREAS, the Surplus Land Act (Government Code sections 54220 – 54234) governs the disposal of “surplus land” by local agencies, including Greater Vallejo Recreation District (“GVRD”);

WHEREAS, GVRD currently owns, in fee simple, an approximately 22-acre park site (known as the McIntyre Ranch) located at 1 St. John’s Mine Road, Vallejo, California, and although GVRD has conducted some limited activities on the property, it has never used or developed the property to its full potential;

WHEREAS, the principal reason for this lack of development has been the absence of clearly defined legal access to the property and despite its best efforts, GVRD has been unable to reach an agreement with the neighboring property owners regarding a potential grant of easement that would explicitly authorize regular public access to McIntyre Ranch; and

WHEREAS, GVRD expends a significant amount of ongoing staff time and funds to maintain McIntyre Ranch that diverts resources from the other parks and facilities that GVRD must maintain for the public;

WHEREAS, declaring McIntyre Ranch to be surplus land would allow the Board of Directors to explore options for disposing or selling the property; and

WHEREAS, GVRD staff can also explore options to declare McIntyre Ranch to be “exempt” surplus land, such as an exchange for another property necessary for the GVRD’s use or a transfer of the property to another local, state, or federal agency.

NOW, THEREFORE, the Board of Directors hereby RESOLVES and DECLARES as follows:

1. McIntyre Ranch is surplus and not necessary for GVRD’s use; and
2. Staff should explore opportunities to declare McIntyre Ranch as exempt surplus land.

PASSED AND ADOPTED by the Board of Directors of the Greater Vallejo Recreation District on November 9, 2023, by the following vote:

Ayes: *Aliga, Briseño, Kennington, Quigley*

Noes: *0*

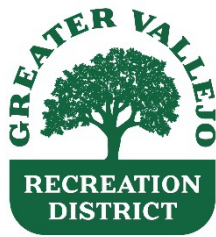
Absent: *0*

Attest: *Kimberly Pierson*

Kimberly Pierson, Board Clerk

[Signature]

Robert Briseño, Board Chairperson



Agenda 9.2

BOARD COMMUNICATION

Date: July 11, 2024

TO: Board Chairperson and Directors
FROM: Gabe Lanusse, General Manager
REVIEWED BY: Andrew Shen, Legal Counsel
SUBJECT: Park Impact Fees

BACKGROUND AND DISCUSSION

The City of Vallejo (“City”) currently collects impact fees from property owners and developers to be used for park and recreational purposes. Under Chapter 3.18, Article 1 of the Vallejo Municipal Code, the City collects fees pursuant to the Subdivision Map Act (also referred to as “Quimby” fees) in connection with subdivision approvals. Under Chapter 3.18, Article 2, the City collects fees pursuant to its general police powers and home rule powers granted by the City’s Charter. A copy of Chapter 3.18 is attached.

For several years, GVRD has submitted reimbursement requests to the City for the use of these impact fees for park purposes, consistent with the City’s ordinance. But in recent years, GVRD has faced difficulties in obtaining these reimbursements. GVRD last received a reimbursement from the City in June 2021. Since then, despite the apparent availability of impact fee revenue, the City’s process for fulfilling these reimbursement requests has been unclear.

In recent months, GVRD staff has engaged City staff in several discussions to seek clarity on the process for reimbursement and the use of impact fees. At the current time, GVRD staff and City staff have agreed to the following next steps:

1. Submission of a reimbursement request for a training pool at the Cunningham Aquatic Center, for \$239,690.
2. Submission of a reimbursement request for improvements at the Highlands Park Bocce Ball Courts, for \$64,339.
3. Joint development of a schedule of reimbursements and projects to be funded using park impact fees.

Items 1-2 above will be near-term tasks that will allow reimbursements to move forward again. While item 3 will require additional time and effort, it should provide clarity on future impact fee funding for GVRD projects.

RECOMMENDATION

Approve the submission of the reimbursement requests listed above and the joint development of a schedule of future reimbursements and projects.

Provide further direction and guidance to staff.

COMMITTEE REVIEW

None

DOCUMENTS AVAILABLE FOR REVIEW

Vallejo Municipal Code, Chapter 3.18 (Land Dedication and Fees for Park and Recreational Purposes)

Vallejo Municipal Code, Chapter 3.18 (Land Dedication and Fees for Park and Recreational Purposes)

3.18.220 Park and recreational facilities fund created—Use and disbursement.

- A. There is created a special fund of the city to be known as the park and recreational facilities fund, into which shall be deposited all fees received under the provisions of this chapter. The finance director shall keep records of fees paid by individual subdivisions, in case a request for credit is made or a return of funds becomes necessary pursuant to Section 3.18.120. Any interest accruing on account of time deposit of the fund, or otherwise, shall be deposited to the credit of the fund.
- B. The greater Vallejo recreation district will submit a written application for disbursement of monies from the fund on account of expenditures made or proposed for the benefit or use of parks or recreational facilities. The timing of such request will be at the time of execution of the contract. Upon receipt of the request, the finance director shall immediately advise the city manager and the development services director of such request, and provide them with copies of any accompanying documents or papers that might have been submitted by the recreation district in support of the application. Within ten days after receipt of such notice, the development services director shall advise the city manager whether the disbursement made or proposed is in keeping with the general plan and the master park and recreation plan and whether a contract has been awarded and the funds are needed for payment for park land or improvements within a reasonable period of time from the time requested. If the development services director fails to so certify within ten days, it shall be presumed that he has made a positive finding therein. Within ten days thereafter, the city manager shall, if a positive finding has been made or presumed, approve payment as requested by the greater Vallejo recreation district.
- C. The decision of the city manager disapproving the application is subject to review by the planning commission upon request of the greater Vallejo recreation district made within ten days of delivery of such notice of disapproval. The planning commission shall then make its recommendation on the matter to the city council. The city council shall consider the request within ninety days of the date of the planning commission's recommendation. The decision of the city council shall be final.

(Ord. 1596 N.C. (2d) § 2 (part), 2007.)



General Manager Board Update

7-11-2024

- I would like to thank staff that worked on the 4th of July in the Parade, and the Kid Zone with the Mad Hatter.
- I am communicating with the new City Manager regarding 3.18 Quimby and Impact fees. He wants more background information.
- Legal Counsel, Staff and I had a meeting to discuss impact fees on Monday July 8th.
- Staff are working on the Personnel action forms for the Full Time pay increases that started July 1, per the MOU's.
- I have a meeting with Eden Housing regarding the loan they have with City of Vallejo, Vallejo Flood and Wastewater, and GVRD.



Recreation Services Board Updates

07/11/2024

Activity Guide:

- The production of the Fall/Winter Activity guide is in progress.

Aquatics:

- Aquatics camps have started off strong, with the first two weeks full in Davey Jones, Guard Start, and Jr. Lifeguard Camp.
- Rec Swim is going great! We are offering two sessions from 12:30-2pm and 7:30-9pm during the week and weekend. Staff is working on gathering attendance for each session offered during summer.
- 4-5 age group swim lessons are full for the entire summer and is one of the most popular sessions.
- Staff is planning Movies on Deck, to be held later this month. Kung Fu Panda 4 is the film being shown.

Community Centers:

- Staff continues to reserve facilities for private events, meetings, and camps. The parents are thrilled with the new location for Teacher Kay's preschool program. Numbers are consistent for this summers TK camps.

Children's Wonderland, Community Events, & Adaptive Recreation (AR):

- FlavorTown continues to thrive and for the last three FlavorTown Food Truck Tuesdays we've had a total of 674 patrons. We are looking forward to seeing more Vallejo residents at the next event.
- Our next FlavorTown will feature: Sushi Obsession, Philly Cheesesteaks Stockton, Kona Ice, Backyard BBQ 707 and The Billionaire Fam. We are currently in talks with Subaru Fairfield to sponsor the event.
- Bands and Brews was held on Friday, June 28th at Blue Rock Springs Park. We had a great turnout with over 250 people in attendance. We had food trucks, lawn games for the families to enjoy, and beer and wine for sale from vendors.
- The committee is preparing for their 80th Anniversary Celebration! We're currently working on finalizing vendors, non-profits, and sponsors for the event. This free

event will be the conclusion to Bands and Brews and will operate from 3-8 pm on August 10th at Blue Rock Springs Park.

Sports/Gym:

- The Junior Giants program is going well. The program has 275 youth registered for the season.
- GVRD hosted the Blue Devils Performing Arts group at the facility this past weekend. They held rehearsals for 250 band members and staff on site.

Staffing:

- Staff is working to recruitment candidates to work in the before and after school programs that will start up in August.

Youth Services:

- Director Ryans is working with VCUSD Coordinator to firm up the Consultant Services Agreement for program operations for the 24-25 school year.

BEFORE & AFTER SCHOOL IS HIRING!

**MAKE A DIFFERENCE
BE A MENTOR
COMPETITIVE PAY
TRAINING
FUN WORK ENVIRONMENT**

WWW.GVRD.ORG

Kudos:

- I'd like to praise Emely Mendez, Recreation Coordinator Community Events for coordinating Bands and Brews this season. She continues to bring new fresh ideas to improve the quality of the event. In addition, she's working with the GVRD team to plan and coordinate the 80th celebration being held in August.



Maintenance Department Board Update

7/11/2024

Parks and Facilities

- Richardson Park
 - The City did a Storm Water Pollution Prevention Plan inspection at our Corp yard; everything was in compliance.
- BRS Park
 - Staff moved picnic tables from Lake Dalwigk to BRS; staff also installed a new BBQ grill.
 - Parks staff will assist with the Bands and Brews event on July 12th.
- Glen Cove Waterfront Park
 - Staff poured a concrete pad for the memorial bench.
- Washington Park
 - The church had a community camp during the day for a week.
- Weed Abatement
 - Staff completed a second mowing at McIntyre Ranch, the ranch was inspected by the Fire inspection, and everything is in compliance.
- Community Centers
 - Grease traps were cleaned at NVCC, VCC, and Dan Foley Cultural Center.
- 4 of July
 - We have staff working on this day and security guards helping to monitor the parks throughout the day.
- I will be on vacation from July 15th – July 26th.

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
VCC HVAC					
Design Phase	6/1/2023	3/31/2023	100%	<input checked="" type="checkbox"/>	Engineer completed the design. On hold until funds available.
Permit Issued	4/1/2023	6/1/2024	0%	<input type="checkbox"/>	
Proposed Board Approval	8/1/2024	9/31/2024	0%	<input type="checkbox"/>	
RFP	10/1/2024	11/28/2024	0%	<input type="checkbox"/>	
Build	12/1/2024	2/1/2025	0%	<input type="checkbox"/>	
Cunningham Pool Shade Structures					
Design/Assessment Phase	1/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	12/1/2023	8/28/2024	0%	<input type="checkbox"/>	Received a proposal for engineering plans; we decided to postpone until new budget in July.
RFP	12/2/2024	12/31/2024	0%	<input type="checkbox"/>	
Build	1/1/2025	5/28/2025	0%	<input type="checkbox"/>	
Cunningham Pool ADA Upgrades					
Design Phase	11/1/2020	1/28/2022	100%	<input checked="" type="checkbox"/>	City will work on finalizing the plans and making the parking lot improvements.
Permit Issued	6/1/2022	8/5/2022	100%	<input checked="" type="checkbox"/>	
RFP	6/21/2023	10/28/2023	100%	<input checked="" type="checkbox"/>	
Build	1/8/2024	2/1/2025	30%	<input type="checkbox"/>	New restrooms were completed; the rest of the work will be postpone until winter season to help with the budget.
Terrace Park Playground					
Prop 68 Per Capita Project Approval	12/1/2020	2/28/2022	100%	<input checked="" type="checkbox"/>	
Design/RFP	12/1/2021	1/30/2022	100%	<input checked="" type="checkbox"/>	
Build	1/15/2023	5/15/2024	100%	<input checked="" type="checkbox"/>	The playground inspection is incompliance; we will schedule the ribbon cutting.

BOARD PROJECTS UPDATE



Date

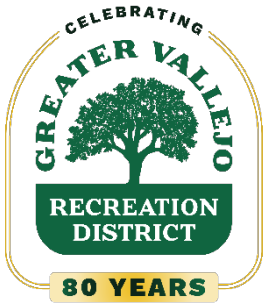
TASK	START	END	% COMPLETE	DONE	NOTES
Hanns Park Disc Golf				<input type="radio"/>	
Design Phase	3/1/2021	9/27/2021	100%	<input checked="" type="checkbox"/>	
Equipment	8/26/2021	9/1/2021	100%	<input checked="" type="checkbox"/>	
Build	10/6/2021	7/30/2024	98%	<input type="radio"/>	Carpenters union will be installing the new kiosk and after we will be ordering the welcoming sign.
Lake Dalwigk Park Improvements				<input type="radio"/>	
Design Phase	5/1/2023	10/31/2023	100%	<input checked="" type="checkbox"/>	Interwest will be doing a presentation at the board meeting in November. The pathways are completed and contractor is working on the trails; installation of the new restrooms is next.
Permit Issued	1/15/2024	2/28/2024	100%	<input checked="" type="checkbox"/>	
RFP	1/15/2023	3/30/2024	100%	<input checked="" type="checkbox"/>	
Build	5/1/2024	10/1/2024	40%	<input type="radio"/>	
Children's Wonderland Electrical Upgrade					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="checkbox"/>	
Permit Issued	6/1/2023	11/31/2023	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2024	7/30/2024	0%	<input type="radio"/>	Staff ordered the panel.
Build	10/1/2024	12/1/2024	0%	<input type="radio"/>	
North Vallejo Community Center Electrical Upgrade					
Design Phase	4/1/2023	6/1/2023	100%	<input checked="" type="checkbox"/>	

BOARD PROJECTS UPDATE



Date

TASK	START	END	% COMPLETE	DONE	NOTES
Permit Issued	6/1/2023	11/30/2023	100%	<input checked="" type="checkbox"/>	
RFP	7/1/2024	7/30/2024	0%	<input type="checkbox"/>	Staff ordered the panel.
Build	10/1/2024	12/1/2024	0%	<input type="checkbox"/>	
Dan Foley Cultural Center Electrical Upgrade					
Design Phase	12/1/2023	3/1/2024	100%	<input checked="" type="checkbox"/>	
Permit Issued	4/1/2023	5/30/2024	0%	<input type="checkbox"/>	
RFP	8/1/2024	10/30/2024	0%	<input type="checkbox"/>	
Build	1/1/2025	3/1/2025	0%	<input type="checkbox"/>	
Franklin Middle School					
Prop 68 Management RFP	1/1/2024	7/1/2024	50%	<input type="checkbox"/>	The RFP documents were sent to our legal counsel for their review.
Design Phase			0%	<input type="checkbox"/>	
Permit Issued			0%	<input type="checkbox"/>	
Build			0%	<input type="checkbox"/>	
Portable Buildings	1/1/2024	8/30/2024	50%	<input type="checkbox"/>	Staff worked on replacement of an AC unit for one of the portable getting the room ready for camps.
SVCC EV Charging Stations					
Design Phase			100%	<input checked="" type="checkbox"/>	
Permit Issued			100%	<input checked="" type="checkbox"/>	
Build	5/13/2025	6/29/2025	50%	<input type="checkbox"/>	Contractor began with the installation, waiting on PG&E for a construction date.



Human Resources Board Update

July 11, 2024

HR Projects Status:

- Benefits – Changing from MetLife life Insurance to Mutual of Ohama.
- CalPERS - Revised Request for Part-Time employees to work over 1,000 hours to help eliminate confusion about the process.
- CAPRI (Insurance Company) Cycle Visit – Sent requested documents to CAPRI for July 22 visit.
- Data Retention Policy – Finalizing document retention schedule.
- Finance/Payroll/Timekeeping/HR System – On hold.
- Part-Time Employee Handbook – General Manager reviewing.
- Supervisor/Manager Performance Assessment Form – Created new form and researching samples/templates to use.
- Travel and Conference Request Form and Policy – Creating new policy and amending request form.
- Workplace Violence Prevention Plan (SB553) –Rolling out the Plan during staff meetings and sending on-line training called “*Active Shooter and Other Targeted Violence*” to staff this month.



Finance Department Board Update

7/11/2024

Updates and Efforts in the Finance Department

- Upon approval of Preliminary Budget at last Board Meeting, staff has been working on producing a Final Budget for Approval.
- The Staff is continuing their efforts towards closing out FY23/24.
- Staff will continue to maintain the Cash Flow Projections as changes and Developments occur so it can be reported to the Budget and Finance Committee and the Board of Directors on a Quarterly and as needed basis.