



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 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).

Policy and Personnel Committee Agenda

Directors: Aliga and Judt

Monday, July 15, 2024 - 3:30 p.m.

Administrative Building – Board Room, 401 Amador Street

This committee shall study and recommend the compensation and welfare of District staff. This committee shall include a meet and confer with the General Manager regarding the terms and conditions of the General Manager's employment by the district. This committee shall review the functions of District staff and other policies not assigned to other committees.

1. Public Comment:

- a. Members of the public may speak on items within the jurisdiction of the Committee. Each speaker is limited to 3 minutes and a spokesperson for an organization is limited to 5 minutes.

2. Policy Review:

- a. Policy 3040, Capital Outlay
- b. RR 3040, Capital Outlay

3. Policy Update:

- a. Policy 3074, Fee Waiver for Community Organizations and Governmental Agencies

4. Discussion Items:

- a. Prohibit slip & slides/water amusement devices (add to Policy 3070 and Parks Rules and Regulations)
- b. Memorial tree and bench policy
- c. No camping within 200 feet of playgrounds and sports fields and 50 feet within GVRD facilities

5. Meeting Adjourn:

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Capital Outlay
POLICY NUMBER: 3040

The Board of Directors has established the following capital outlay policies:

- The master plan shall serve as a guide in all capital outlay projects.
- A priority list for the acquisition and development of land and facilities shall be established and reviewed annually by the Board of Directors. This list shall serve as a guide for the Board and staff in budgeting for land, facilities, and capital outlay expenditures.
- The District shall follow the appropriate governing codes and opinions of legal counsel in the utilization of force account development.
- The District may accept maintenance and operation of facilities, offered by public or private groups, that conform to the master plan and are beneficial and economically feasible to maintain and operate.
- The District shall appropriate funds as available each year for capital outlay.
- All District facilities shall be developed for maximum use. District funds shall not be used to develop facilities for private organizations or special interest groups that do not benefit the public as a whole.

Park Dedication Fees:

- Park dedication fees may be used for Board approved expenditures that are in accordance with City of Vallejo Municipal Code, Section 3.18, Land Dedication and Fees for Park and Recreational Purposes.
- At the discretion of the Board, park dedication fees collected may be used as follows:
 - Fifty percent within the local quadrant of the housing development;
 - Fifty percent within the District for development of facilities that benefit the whole community.
- Unexpended Park Dedication funds for a project shall only be used for projects approved by the Board of Directors, and which use is in accordance with the City of Vallejo Municipal Code and existing state and federal statutes.

Greater Vallejo Recreation District

Rules and Regulations

POLICY NUMBER/TITLE: 3040 Capital Outlay
Rule and Regulation: RR3040

The Budget and Finance Committee shall recommend for Board approval all requests for Park Dedication funds.

Request to the City for Board approved Park Dedication expenditures shall be made by the Finance Manager. Only those funds that will be encumbered within twelve months after the request is made shall be requested

Each Park Dedication project shall be assigned an account number with all Park Dedication funds for that project allocated to that account, and all expenses for that project shall be charged against that account until the project is completed.

Greater Vallejo Recreation District

POLICY MANUAL

POLICY TITLE: Use of Parks and Facilities
POLICY NUMBER: 3070

It is the general policy of the Greater Vallejo Recreation District that the present facilities, and any other facilities obtained at a later date under the District's jurisdiction are intended primarily for recreation use by the general public in conjunction with the District's recreation programs.

Facilities are defined as any or all body of water, grounds, building, structure, equipment, machinery, or other appurtenance owned, managed, controlled, or operated by the District. The purpose of these facilities is to:

- Provide and encourage recreation for the people of the District;
- Make available to the general public, by reservation, use of facilities for group recreation activities;
- Foster widespread group participation in recreational activities by encouraging maximum use of facilities.

All recreation facilities under the jurisdiction of the Greater Vallejo Recreation District will be available to all groups and individuals for social, cultural or recreational activities regardless of race, national origin, religion, sex, sexual orientation, physical handicap, or age. Any activity in which the District's facilities are utilized will be conducted according to law, and will conform to the oral and written standards of the district. No meetings or entertainment will be held for the purpose of advancing any doctrine or theory subversive to the United States or the State of California.

A fee schedule adopted by the Board of Directors as part of the budget process will determine the charge for use of District facilities. The Board of Directors will consider requests for a waiver of fees from non-profit groups and organizations that do not involve fund-raising activities on a case by case basis.

The District shall not be held responsible for accidents, injury or loss of individual property at District facilities. Individual or groups using the facility shall be held responsible for payment of any damage or loss of District property.

Written permits may be required for groups using certain District facilities. Permits completed under false pretenses or that contain any false information will be cancelled and collected fees will be forfeited. Rules and regulations governing the use of the facility will be provided to the individual completing the permit.

The General Manager may add all reasonable and necessary rules and regulations to enforce these policies.

Refer to Policy 3075, Use of Community Centers, for policies, rules and regulations specific to these facilities.

Greater Vallejo Recreation Park Rules and Regulations



GVRD

**Revised
July 2014**

**BUILDING COMMUNITY AND ENHANCING QUALITY OF LIFE
THROUGH PEOPLE, PARKS AND PROGRAMS**

In order that residents of the Greater Vallejo Recreation District may receive maximum benefit from District facilities and programs, the Board of Directors of the Greater Vallejo Recreation District has established the following conditions of use, the violation of which is a misdemeanor, punishable by fine or by imprisonment in the County jail, or both, as set forth in Public Resources Code 5786.17(b) and other applicable laws.

The following rules and regulations originally adopted by the Board of Directors on September 14, 1966, in the form of District Resolution No. 66-5 reflect additions and changes that were reviewed, revised or amended by succeeding Board of Directors.

Facility Use Permits

- Facility use permits are used to reserve park picnic sites. Reservations may be made eleven (11) months in advance of the event, but no later than 24 hours from event.
- Facility use permits are available for the first weekend in April through the second weekend in October for sites at Dan Foley, Blue Rock Springs, Crest Ranch, Richardson, Highland's and Hanns Parks.
- Facility use permits must be made by an adult (21 years or older).
- Each adult obtaining a facility use permit must read the governing policies before signing the permit.
- The person to whom the facility use permit is issued must remain on the premises until everyone in their group has left.
- Any group comprised of 50 or more individuals shall obtain a facility use permit prior to the use of any District facility.
- Parks having reserved picnic areas are open to the general public for picnicking when not reserved. The remainder of the parks in the District are available for appropriate use on a first come, first served basis.
- Groups using a picnic site which is reserved by a facility use permit, but who do not possess such permit, shall vacate the area when there are signs indicating the area is reserved or the holder of the permit present themselves.

Jump Houses

No person shall have, install or use any air filled play device including, but not limited to, jump houses, trampolines, and slides without a permit. One jump house per site only.

Permits for jump houses will only be issued for sites at Blue Rock, Dan Foley, Richardson and Crest Ranch. Jump houses can only be placed in designated grass areas within these parks. Jump houses

may be allowed at other district parks through a Special Event Permit.

No person shall take a vehicle onto park turf in order to load, unload, setup or takedown a jump house.

Jump house vendors must be registered with the District and have current proof of insurance on file at the District office, 395 Amador Street Vallejo, CA 94591.

Privately owned jump houses may not be used on District property.

The District does not supply electricity for jump houses. Vendors are required to provide their own generators.

GVRD Jump house permit is \$25.00/Day

May not set up due to inclement weather.

Special Event Permits

A special event is defined as any event open to the public, such as, but not limited to, health fairs, community picnics, church festivals, and cultural events.

- A "Special Event Permit Application" must be completed and approved by the General Manager.
- Special event applications may be turned in eleven (11) months in advance of the event, but no later than three (3) weeks before the event.
- Special events require insurance coverage in the amount of \$1,000,000 per occurrence naming the District as additional insured to be on file at the main office prior to the event.
- Special events may require approved security, portable bathrooms and garbage service at the applicant's expense.

Filming Permits

- A Filming Permit Application” must be completed and approved by the General Manager for commercial filming operations to film in all District parks and roads.
- Filming permits require insurance coverage in the amount of \$1,000,000 per occurrence naming the District as additional insured to be on file at the main office prior to the event.
- The applicant is responsible for paying for uniformed traffic control officers needed during the filming.
- The permit does not give the applicant exclusive rights to use the park or road.

General Rules

- Groups must enter and leave at the time specified on the permit.
- Groups shall leave the facility in a clean and orderly condition.
- Groups are requested to observe and help enforce the common rules of the District: clean speech, respect for personal and property rights of others, avoidance of unnecessary noise which might disturb other groups using the facilities or residents of the immediate neighborhood.
- Activities sponsored or co-sponsored by the District have priority over groups or individuals in the scheduling of District facilities.
- Amplified music, public address systems, generators, or compressors shall not be allowed at any park facility without first obtaining a sound permit approved by the Vallejo Police Department and the General Manager. Sounds permits will not be issued for Dan Foley Park.
- No person, group, or organization shall use a District facility for a purpose other than purpose stated on facility permit
- Petitions of any kind will not be permitted at District facilities.

Hours of Use

No person shall enter, loiter or remain in or on any District park at any time between the hours of sunset and 6 a.m. except as may be otherwise posted at the entrance to the facility, arranged according to permit at centers or with permission of the General Manager or his/her designee.

Care of Public Property

No person shall mark, disfigure, tamper with, or attach to any District property or appurtenances, table, bench, railing, fencing, paving or public utilities boxes, poles or lines any signs, notice, placards monuments, stakes, posts or other markers.

Restrooms, Dressings Rooms, and Washrooms

No person shall deface, remove or destroy any fixture on any restroom within the District. Further, no person shall loiter or sleep in or about such facility or use the facility for purposes other than use restrooms or washrooms designated for the opposite sex, except children age 6 and under or those who are disabled when accompanied by an adult.

Care of Trees, Shrubbery, Lawns

No person shall misuse, damage, cut, carve, transplant or remove any tree, plant, wood, turf, or ground cover, or pick the flowers or seeds of any tree or plant, or attach any rope, wire, or other object to any tree or plant, without permission of the General Manager or his/her designee.

Climbing Trees or Other Objects

No person shall climb any tree, or walk, stand or sit upon monuments, vases, fountains, railing, fences, or upon any other property not designated or customarily used for such purposes.

Care of Wild Animals and Birds

No person shall hunt, molest, harm, frighten, kill, trap, chase, tease, shoot or throw objects at any animal, reptile or bird.

or remove or have in his possession the young of any wild animal, or the eggs or nest or young of any reptile or bird. The District prohibits the feeding of any animals, including wild or feral cats at any District facility.

Fishing

No person shall take or collect fish or any other marine life except in areas and at times designated. (A fishing license is required at Lake Chabot.)

Possession of Firearms and Other Weapons

No person, other than law enforcement officers in the discharge of their duties, shall use, carry or possess firearms on District property. No person shall cause a bullet or other projectile to pass through or enter into District property. The General Manager may permit the use and discharge of air rifles in designated parks for youth activities sponsored by recognized youth organizations, e.g., Boy Scouts. A facility use permit must be approved by the General Manager prior to the activity.

No person shall use carry or possess explosives or dangerous weapons on District property, including but not limited to hatchets, axes, machetes, bow, crossbows, spears, air or gas weapons, or any other weapon potentially dangerous to human or wildlife safety.

Refuse, Trash and Litter

No person shall dump, deposit, or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, cigarette butts or other tobacco related products, waste, garbage, or refuse or other trash except in the receptacles provided by the District. No person shall drop or deposit dirt, rocks, branches, household garbage, hazardous materials, litter, lawn cuttings or any other green waste on District property.

Advertising and Selling

No person shall distribute, circulate, give away, throw or deposit in or on any District facility any handbills, circulars,

pamphlets, papers, or advertisements. or post or affix the same to any tree, fence, or structure in any District facility without first obtaining written permission of the General Manager. No person shall carry on or conduct any trade, occupation business or profession, or sell tickets on District property without first obtaining written permission of the General Manager.

Automobiles and Other Conveyances

No person shall operate or drive an automobile, bicycle, motorcycle, truck, trailer, wagon, motor scooter, or other conveyances anywhere other than roads or paths designated for that purpose except with permission of the General Manager or his/her designee. A bicyclist shall be permitted to wheel or push a bicycle by hand over any grassy area or trail or path reserved for pedestrian use.

Automobiles, bicycles, skateboards, roller skates, roller blades, motorcycles, trucks, trailers, wagons, motor scooters or other conveyances shall at all times be operated with reasonable regard to the safety of others. In no event, shall the maximum speed of any such conveyance exceed the posted speed limit.

All such conveyances when left unattended shall be parked in an area and manner designated. No such conveyance shall be left unattended in any place or position where other persons may trip over or be injured by them.

Loitering and Boisterousness

No person shall engage in boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior resulting in a breach of the public peace and/or enjoyment of the facility. No person shall be allowed to operate a vehicle radio or boom box tuned so that the sound does not carry more than ten (10) feet from the speaker.

Pets and Other Animals

Except in the District's dog park, all pets shall be restrained at all times on a leash and in possession of some human in

complete control of such pets. All animal waste must be picked up and discarded.

No person shall bring onto or permit any dangerous animal to enter or remain on District property. For purposes of this subsection, a dangerous animal is defined as any animal which is declared a dangerous animal by a county or city, is unusually aggressive, is an exotic animal, or is known to be dangerous by the owner.

No person shall abandon, leave or deposit dogs, cats, fowl, fish or other animals, whether dead or alive, within the boundaries of land or water owned, managed, controlled or operated by the District.

No dogs are allowed in Blue Rock Springs Park, in buildings, or any athletic fields or courts except for assist dogs for the disabled.

Kindling of Fires

No person, other than one acting under authorization, direction or written permission of the General Manager shall build, light, kindle or maintain any open or outdoor fire at any place within the boundaries of land or water owned, managed, controlled or operated by the District except in areas or facilities specifically built and designated for this purpose.

Fireworks

No person shall possess, sell, display or discharge any fireworks of any type on District property.

Alcoholic Beverages

No person shall sell or possess alcoholic beverages within the boundaries of land or water owned, managed, controlled, or operated by the District, except beer and/or wine and only with prior written permission of the General Manager. No kegs are allowed in any parks.

Beer and/or wine shall not be consumed within 25 feet of vehicular parking areas.

Duplication of Keys

No person other than one acting under authorization, direction or written permission of the General Manager or his/her designee shall duplicate keys used by the District for padlocks and door locks of any type or description.

Gambling

No gambling of any kind or description shall be permitted within the boundaries of land or water owned, managed, controlled or operated by the District.

Horseback Riding

No person other than one acting under authorization or direction of the General Manager shall ride a horse, pony, mule or animal of any description onto or over land owned, managed, controlled or operated by the District other than upon roads and trails and at times designated for horseback riding.

Grazing

No cattle, sheep, goats, horses, or any animal shall graze on land owned, managed, controlled or operated by the District except with written permission of the General Manager.

Appropriation or Encumbrance of Real Property

No person shall enter upon any of the public parks, waterfront or submerged lands or any other lands belonging to or held by the District, and set up an encampment, dig up the earth, or deposit any earth, rock or other substance thereon, or shall erect or attempt to erect any building, wharf, or structure of any kind, by driving or setting up posts or piles, or in any other manner appropriate or encumber any portion of the real estate belonging to

or held by the District, unless such person shall have obtained written permission from the General Manager.

Limitations on Active Sports and Games

No person shall play or engage in sports or games such as golf (including chipping), self-propelled model airplane flying, swimming, boating, self-propelled model crafts usage, go-carting rope swinging, hang gliding, or similar sports involving the potential endangerment of the safety, well being or property of any person, except on facilities set aside for such purpose.

No person shall engage in skateboarding, inline skating and the like in areas such as tennis courts and basketball courts that are designed for specific use, or parking lots where motor vehicles are present.

The District, through the General Manager or his/her designee, may terminate or relocate activities that pose a safety hazard to other park users.

Washing or Repairing Autos or Other Conveyances

It shall be unlawful for any person to wash or repair any automobile or other conveyance within any District facilities.

Wearing of Proper Footgear

No person shall wear footgear that will damage, injure, or create the need for excessive maintenance on any field, court, deck, floor, turf, or specialized surface prepared for particular games or activities. In areas posted with a sign specifying footgear authorized or approved, no person shall enter any such area in other than the footgear so posted.

Use of Tobacco Products (Refer to Policy #2195)

Smoking is prohibited in or within twenty (20) feet of the main entrance, exit, or operable window of a District owned building. No person shall smoke within 25 feet of any District play

structure. No person shall deposit or leave cigarette butts, or other tobacco related product within any playground.

Possession of Refreshments in Certain Facilities

No person shall consume or possess refreshments whether liquids or foods of any kind in certain facilities, or portions of facilities, as posted.

Boat Permits

No person shall launch a boat of any description on water owned, managed, controlled, or operated by the District without first obtaining a permit.

All persons operating a boat on water owned, managed, controlled, or operated by the District shall comply with conditions and limitations contingent to the issuance of the permit.

Limitations on Swimming

No person shall enter any body of water owned, managed, controlled, or operated by the District for the purpose of swimming, wading, or bathing except in those areas as designated.

Overnight Parking

No person shall park, abandon, or otherwise allow to remain automobiles and other conveyances in District facilities between sunset and 6 a.m. except with permission of the General Manager or as otherwise posted.

Unauthorized Storage

No person or group shall store, leave, or otherwise allow to remain at any District facility materials, supplies, equipment, or other physical accessories without permission of the General Manager or his/her designee.

The District's corporation yard will not be used for storage or equipment other than that belonging to the District unless short term use agreed to by the General Manager, and equipment is being used in a joint program or work effort.

Water Pollution

No person shall pollute in any way any water owned, managed, controlled, or operated by the District. No person shall deposit or cause to be deposited any foreign material such as glass, paper, garbage, or rubbish of any kind in said waters. (Revised 4/01)

Decorations

No person shall attach to any District facility materials, devices, or equipment for the purpose of decorating that facility or park for any other purpose without first having obtained permission of the General Manager or his/her designee.

Skate Park Facilities

Users of any facility designated for skateboards, in-line skates, or other skates and bicycles must adhere to the posted rules and dates of use. Per Ordinance #2003-01, all users must wear a properly fitted helmet, knee pads and elbow pads.

Enforcement of Rules

The General Manager or his/her designee shall diligently enforce the provisions hereof and shall have the authority to eject from District facilities any person acting in violation of these rules and regulations. Further, the General Manager shall have the authority to deny use of facilities to individuals or groups who refuse to comply with or he has a reasonable suspicion of non-compliance of these rules and regulations.

Enforcement of Applicable Laws and Ordinances

All persons entering upon land or water owned, managed, controlled or operated by the District shall abide by the rules and regulations of the District, the laws of the State of California, Federal laws, all applicable County and/or Municipal ordinances

and the instructions and directions of duly authorized employees of the District.

Waiver

Upon receipt of a written request to the Board of Directors, the Board may grant in advance a written waiver of one or more of the foregoing Regulations, when in the opinion of the Board, such waiver would contribute to the education, entertainment or physical, mental, cultural or moral development of an individual or group attending observing or participating in activities on District property, without detriment to other users of District property or to the residents of the District.

*For a full copy of Park Rules and Regulations please contact GVRD's Main Office at (707) 648- 4600
395 Amador Street Vallejo CA 94591



Questions or Comments please contact:

- Salvador Nuno, Parks Supervisor
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Telephone: (707) 648-4618
- Rosa Ringseth, Parks Admin Support
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