



Livermore Area  
Recreation & Park District  
*An independent special district*

## Board of Directors

**Beth Wilson**  
Director

**David Furst**  
Vice Chair

**Maryalice Faltings**  
Chair

**Philip Pierpont**  
Director

**Jan Palajac**  
Director

### Welcome to the Board of Directors' Meeting

You are welcome to attend all Board of Directors' meetings. Your interest in the conduct of public business is appreciated. Any citizen desiring to speak on any item not on the agenda may do so under item 4 when the Chair requests comments from the audience.

If you wish to speak on an item listed on the agenda, please wait until the item is up for discussion, the opening staff or committee presentation has been made, and the Board has concluded its initial discussion. Then, upon receiving recognition from the Chair, please state your name, and tell whether you are speaking as an individual or for an organization. Each speaker is limited to three minutes.

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 office, 4444 East Avenue, Livermore, during normal business hours.

Pursuant to Title II of the Americans with Disabilities Act and section 504 of the Rehabilitation Act of 1973, LARPD does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs or activities. To arrange an accommodation in order to participate in this public meeting, please call (925) 373-5725 or e-mail [Lvanbuskirk@larpd.org](mailto:Lvanbuskirk@larpd.org) at least 72 hours in advance of the meeting.

### AGENDA REGULAR MEETING

WEDNESDAY, MAY 9, 2018  
7:00 P.M.

ROBERT LIVERMORE COMMUNITY CENTER  
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE
2. PUBLIC COMMENT
3. CONSENT AGENDA (Motion)
  - 3.1 BOARD MINUTES
    - 3.1.1 Regular Meeting of April 25, 2018.
  - 3.2 COMMUNICATIONS
    - 3.2.1 General Manager's Monthly Report (#71/10).

4. CONSENT AGENDA RESOLUTIONS

4.1 Resolution No. \_\_\_\_\_, deleting certain fixed asset capital equipment from District inventory.

5. BIDS AND PUBLIC HEARINGS

None.

6. OLD BUSINESS

6.1 SUNSET PARK PLAYGROUND

The Board will receive a report from staff on new developments with this project impacting the cost and design. The Board will provide further direction on the project (Information and direction)

7. NEW BUSINESS

7.1 CAMP SHELLY RESTROOM BUILDING PROJECT

The Board will receive a report on the status of the Camp Shelly Restroom Building Project and consider a resolution increasing the budget for this project by \$165,000 (Resolution)

8. COMMITTEE REPORTS

9. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

10. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

11. ADJOURNMENT



LIVERMORE AREA RECREATION AND PARK DISTRICT

DRAFT MINUTES

**WEDNESDAY, APRIL 25, 2018**

ROBERT LIVERMORE COMMUNITY CENTER  
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

REGULAR MEETING  
7:00 P.M.

DIRECTORS PRESENT: Directors Palajac, Pierpont, Wilson and Chair Faltings  
DIRECTORS ABSENT: Director Furst  
STAFF MEMBERS PRESENT: Monica Streeeter, Tim Barry, Patricia Lord, Tom Doyle,  
Linda VanBuskirk

- 
1. **CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE**  
Chair Faltings called the meeting to order at 7:05 p.m. All Directors were present, except Director Furst.
  2. **PUBLIC COMMENT**  
Chair Faltings opened public comment. No public comment. Closed public comment.
  3. **CONSENT AGENDA (Motion)**
    - 3.1 **BOARD MINUTES**
      - 3.1.1 Regular Meeting of April 11, 2018.
    - 3.2 **COMMUNICATIONS**  
None.

Chair Faltings requested that the minutes of the April 11, 2018 Board meeting be pulled. She requested a correction on page 5 to item 10 at subsection 3 regarding Committee Reports. "Chair Furst" should be corrected to read "Chair Faltings."

Moved by Director Wilson, seconded by Director Palajac, approved the Consent Agenda, with revisions to minutes, by the following voice vote:

AYES: *Wilson, Pierpont, Palajac, and Chair Faltings*  
NOES: *None*  
ABSTENTIONS: *None*

ABSENT: *Furst*

**4. CONSENT AGENDA RESOLUTIONS**

None.

**5. BIDS AND PUBLIC HEARINGS**

None.

**6. OLD BUSINESS**

**6.1 DOG PARK IMPROVEMENTS**

Chair Faltings stated that the Board will review staff's revised plans for division of certain dog parks into large and small dog areas.

Park Supervisor Tom Doyle gave a presentation on the features and benefits of LARPD's seven dog parks. He provided information on dog park rules, typical issues and concerns, and ideas for the future.

AGM Lord provided details on revised plans as a follow-up to the last regular meeting of the Board of Directors. She explained that costs and logistics were discussed at the March 20, 2018 Facilities Committee meeting. Next, Dog Park Improvements were presented to the full Board at the April 11 regular Board meeting, where it was suggested that the approach to include the projects in the Capital Improvement Plan Budget be modified and redirected to within the Operating Budget instead. At that meeting, Bruno Canziani Dog Park was identified as a priority. Staff then identified savings within the Parks Operations Unit 07 to provide funding for dog park improvements at Bruno Canziani Dog Park for an estimated cost of \$16,330. Staff recommended completion of improvements at Bruno Canziani Dog Park during FY 2017/18, with improvements to the other identified sites to occur with funding through the FY 2018/19 Operating Budget, if approved by the Board.

Director questions/comments/discussion included: How are the rules enforced? Violations should be reported by calling the non-emergency police line; at Bruno Canziani Dog Park, it was suggested that the water spigot be moved closer to the dog area once the upgrades are in progress; what is the acreage of the retention basin at Altamont Creek at the proposed area for large and small dogs; the importance of reaching out to the community proactively, to meet, listen, and receive their input and feedback on upcoming projects; the importance of having a sense of ownership over the parks; and a public invitation to attend Dogtoberfest. Further discussion ensued regarding clarification between the Operating Budget vs. the Capital Budget.

The Board thanked PS Doyle and AGM Lord for the helpful presentation, expressed appreciation for the activism, and further suggested that this be duplicated across all departments. The Board gave Staff direction to proceed as proposed.

**7. NEW BUSINESS**

None.

**8. COMMITTEE REPORTS**

- 1) Chair Faltings reported on the April 18, 2018 Facilities Committee meeting, and the April 12, 2018 EBRPD/LARPD Intergovernmental Liaison Committee meeting.
- 2) Director Wilson reported on the April 23, 2019 Personnel Committee meeting, and the Ravenswood Progress League meeting.
- 3) Director Palajac reported on the April 17, 2018 Livermore Downtown, Inc. meeting regarding the upcoming Livermore Wine County Downtown Street Fest on May 19 and 20, 2018, and Livermore Half Marathon on March 3, 2019.

**9. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

- 1) Director Palajac discussed two items that may be referred to a future Facilities Committee meeting based on her recent visit to both Cayetano Park and Ernie Rodriguez Park. She suggested posting signs that list the operating hours of the restrooms along with a phone number to direct users to in case a maintenance issue arises and must be reported.
- 2) Director Pierpont reported on his attendance at the CSDA's Special District Leadership Academy, from April 15-18, 2018 in Seaside. He further reported that after receiving feedback from several residents, he would like address the process of taking Camp Shelly reservations at the next Facilities Committee meeting. He asked for clarification on how reservation priorities and procedures are set.
- 3) Chair Faltings announced that on April 24 LARPD hosted a Volunteer Appreciation Luncheon to honor over 40 people who volunteer all across the District's facilities and programs, by giving their valuable, personal time, some for over 20 years! Chair Faltings thanked both the staff who put on the event and the volunteers.  
Chair Faltings also reported that she attended Livermore's Community Service Day on April 21<sup>st</sup> at Carnegie Park along with AGM Lord and Ja'Nette Rickets from LARPD's Robertson Park facility.

**10. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

GM Barry reported on the following:

- 1) LAPRD participated in Livermore's Community Service Day on April 21<sup>st</sup> at Carnegie Park. GM Barry commended Park Supervisor Tom Doyle for his efforts in coordinating the volunteers and his staff.
- 2) Ranger Claire Girling will be leading a hike on Saturday, May 5<sup>th</sup> at 11:00 a.m. at the Altamont Creek Trail and Hawk Street to explore wildlife and native plants.
- 3) The Youth Triathlon is coming up on Sunday, April 29 at 9:30 a.m. here at RLCC. This is not a highly competitive triathlon, but an opportunity for children to experience swimming, biking and running events.
- 4) Assemblywoman Catharine Baker will be holding a Walk & Talk at Sycamore Grove Park on Saturday, April 28 at 10:00 a.m. Meet at the Wetmore Road entrance.

**11. ADJOURNMENT**

The meeting adjourned at 7:53 p.m.

APPROVED,

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Maryalice Summers Faltings  
Chair, Board of Directors

ATTEST:

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Timothy J. Barry  
General Manager and  
Ex-officio Clerk to the Board of Directors

**LIVERMORE AREA RECREATION & PARK DISTRICT**  
4444 East Avenue, Livermore, CA 94550-5053  
(925) 373-5700

**MONTHLY REPORT FOR APRIL 2018 (#71-10)**

**TO: BOARD OF DIRECTORS**

**FROM: TIMOTHY J. BARRY, GENERAL MANAGER**

**GENERAL SUMMATION:** April was a busy month in administration for the District. The annual part-time benefitted and full-time employee salary and benefit meetings were held in preparation for the 2018-19 budget process. Good attendance drove good discussion and a brainstorming process of salary and benefit items important to the staff. I'll report on the results in upcoming budget discussions. A group of staff took a ranger-guided Brushy Peak hike and had an exceptional experience, learning about this District treasure and hiking together to the summit in all its raw beauty on a gorgeous day. Staff met in unit budget review meetings to look at the first draft of the proposed 2018-19 district budget. The appropriate Board committees will review the work and make recommendations to the Board for the annual Board budget workshop slated for June 13<sup>th</sup>. The second public outreach workshop for the Bill Payne Sports Park Master Plan was held April 18<sup>th</sup>. A good crowd of citizens attended and responded to draft designs. Their input will be included in the development of a preferred plan that will be presented to the Board in early summer. Another public outreach meeting was held April 19<sup>th</sup> at Marilyn Ave. School. Staff made presentations to the large group of parents from the Migrant Education Program about future programs and our community support program which partially offsets the cost of program fees for qualifying families. We asked them for ideas on programs of interest, particularly at our open space parks. Our rangers were there and made a presentation in Spanish for the group. It was a very successful meeting! GM Barry assisted East Bay Regional Park District by reviewing their submittal required for a Special District Leadership Foundation Certificate of Transparency. Their application was very well done and complete.

**Matters Initiated:**

April 11 Board Meeting –

- 1) Please include a line item in the budget for diversity or an outreach program to encourage minority children to become invested in parks and recreation. (Furst) ***Staff will add a line item for \$5,000 in the 2018-19 draft budget in the Administration unit for this purpose.***

April 25 Board Meeting --

- 1) Please post signs that list the operating hours of the restrooms along with a phone number to direct users to in case a maintenance issue arises and must be reported at Cayetano and Ernie Rodrigues Parks. (Palajac) ***Staff will have the signs made for all park restroom buildings and get them installed.***
- 2) Please schedule an item to address the process of taking Camp Shelly reservations at the next Facilities Committee meeting, particularly a discussion and clarification on how reservation priorities and procedures are set. (Pierpont) ***Staff will place this item on the agenda for the next committee meeting.***

**BOARD OF DIRECTORS:** Board Members attended two regular Board meetings, four committee meetings and one community liaison meeting in April. Directors also attended meetings at the following:

- Chamber of Commerce Business Alliance
- Livermore Cultural Arts Council
- Livermore Downtown
- Elected Women's' Luncheon
- Supervisor Scott Haggerty's office
- LARPD Foundation
- Ravenswood Progress League
- Brushy Peak hike
- Livermore Community Service Day
- Volunteer Appreciation Luncheon.

Board actions for the month included: approved a revised Salary Schedule; approved the contract with Grade Tech, Inc. for the construction of the Arroyo Del Valle Trail Renovation Project at Sycamore Grove Park; approved endorsement of Senate Bill 1316, Off-Highway Vehicular Recreation: Carnegie State Vehicular Recreation Area: Alameda-Tesla Expansion Area.

### **ADMINISTRATIVE SERVICES - FINANCE/HUMAN RESOURCES/INFORMATION TECHNOLOGY:**

Finance: Budgets for FY18-19 Operating results and Capital Improvement Program (CIP) spending for the three years beginning FY18-19 are our chief focus. Financial Analyst Dreher has done a great job of working with Staff to populate our budget models and to present our status to GM Barry and AGM Lord.

Audit: We are nearer the end of the FY16-17 audit process and expect to be ready for review with the Finance Committee and Board by the end of May, 2018. We know this date is extremely late and Accounting Supervisor Loucks is fashioning a game plan to complete next year's audit by December, 2018. Also, we will be conducting an RFP to consider other Audit services.

CIP: We continue to work toward an enhanced reporting framework with the City of Livermore Engineering and Accounting teams. A draft outline of definitions for CIP vs operating expenses and capital, which includes a description of eligibility requirements for AB1600 funding, has been generated and we have discussed the creation of an MOU to be completed with the City that provides a clear framework for the allocation and use of AB1600 funds between LARPD and the City.

Human Resources: Comprehensive Compensation Study RFP: We reviewed the Study results with GM Barry the week of April 9<sup>th</sup> and Finance is now in the process of analyzing and quantifying what actions the District will consider in relation to the Study findings as a component of our FY18-19 operating plan. Work continues on updates to our Personnel Rules and Regulations. This effort is spearheaded by RGS consultant Sheri Fleming, with significant support from HR Tech Sanchez.

Recruitment: With the successful conclusion of the recruiting processes for the HR Analyst (75 applications received and Panel/Peer/Final interviews completed; Offer in progress as of this writing), and Marketing and Operations Supervisor (35 applications, Panel completed, final interviews on May 2, 2018). In addition, Job Fair activity continues. Great job on the aforementioned efforts by HR Tech Masingale, our recruiting lead.

Information Technology: Work on our plan to upgrade our security cameras and image storage at RLCC is now focused on providing alternative solutions for the consideration of key users (Ikeda, Haldeman, and Sermeno). Efforts to plan for our Intranet project and completing an inventory of software licenses and usage have stalled as we have begun a serious focus on eliminating single points of failure that are allowing periodic interruptions to occur as a result of power failures. Configurations and key components are being reviewed by IT Tech Stevens to address this situation.



## **YOUTH & SENIOR SERVICES/VOLUNTEERS:**

Preschool: Whoosh! Just like that, the 2017-18 Preschool year is coming to an end. It has been a fun, successful year. The preschool staff, participating in the final meeting for this year, shared our “Roses and Thorns.” All programs listed program changes as their successes for the year: changing the schedule, the environment, and adding more exploratory/group activities. All sites had struggles with maintaining parent participation. We will focus next year on ways to help parents feel needed, important and appreciated in the classroom.

ESS/PAL: Youth Services - Extended Student Services – ESS and PAL sites have been super busy this month keeping the kids interested and entertained during Spring Break. Many sites had common themes focusing on animals, fish, Earth Day, and bones in the body. Staff is doing a great job finding out what kids are interested in and then creating activities that go along with their interest. One PAL site had a Beat the Boss contest during Spring Break which was very fun. All staff have completed the mandatory Mandated Reporter, AB1207 training which is required for our after school programs. Staff has participated in CPS and First Aid to recertify and some sites have participated in trainings held at Child Care Links in Pleasanton. Smith received a parking sign donation to help with parking during the soft ball season.

Seniors – 50+: In March, we hosted the LAVTA / WHEELS Bus staff to do a free presentation for the 50+ crowd to discuss how to use local public transportation to get around town to do their shopping or get to their doctor’s appointment. We followed that up with a Wheels bus field to downtown Livermore in April. They all enjoyed the process of gaining confidence to travel locally for a few hours of window shopping and no host lunch at one of the local restaurants.

On April 11<sup>th</sup>, we partnered with the docents from the Heritage Guild to provide a guided tour of the historic Hagemann Ranch, and a sack lunch picnic. There were 28 attendees, with a waiting list of 27. We have discovered a definite thirst for local history amongst our 50+ population!

April was a busy month for our travelers. Participants went to 2 separate theater performances in the Sonora Area offered by Sierra Repertory Theater, “Mamma Mia” and Million Dollar Quartet”. We had the opportunity to walk across the Golden Gate Bridge and tour Fort Point, see the cherry blossoms at the Japanese Gardens in Micke Grove Park, Lodi, and eat asparagus ice cream at the San Joaquin Asparagus Festival. Participants on the Gold Country Theater Overnighter saw a play, stayed at Black Oak Casino in Tuolumne, and visited Ironstone Winery in Murphy’s.

Volunteers: The annual Volunteer Appreciation Luncheon was a special day with 43 volunteers being honored with a catered lunch and special guests.

## **RECREATION:**

Public Information - Marketing/Communications: News releases were sent out on the Spring Splash event, May nature programs, the Youth Triathlon and the Mommy & Son Dance. Board meeting releases were sent following the April 11<sup>th</sup> and April 25<sup>th</sup> Board meetings, covering the Sycamore Grove Park trail renovation and dog park separations. LARPD was in the news for upcoming playground renovations in *The Independent*, the Medical Marijuana for Seniors lecture on *Livermore Patch*, LARPD’s participation in Community Service Day on *Livermore Patch*, the Spring Splash on *Livermore Patch*, repaving the Sycamore Grove trail in *The Independent*, and Assemblywoman Catharine Baker’s Walk and Talk Town Hall in Sycamore Grove in both Baker’s own newsletter as well as in the Tri-Valley Conservancy’s newsletter. More than 25 updates were made to the LARPD

website. About a dozen posts were made to the LARPD Facebook page, including a popular one with photos of birds in Sycamore Grove. There were 14 emails received on the main “info@larpd” account.

Facilities Event Rentals: With summer fast approaching, the Facility Event Rental team is gearing up for the wide variety of events throughout of facility sites. This past April, the Livermore Opera House held a reception at the Veteran’s Hall honoring Frederica Von Stade. We also welcomed the Northern California Police Dispatchers at the Community Center where they hosted their western appreciation party with a live country music band. We had our returning renters, the Livermore Indivisibles, Livermore Dental Care, Visiting Angels, Kate Mackinnon Meditation, Tri-Valley Conservancy, Livermore Martial Arts Academy, Girls Scouts and Axis, Creekside HOA, and Community Health. All these rentals have made for a busy month, and we look forward to what May brings our way.

Youth Sports: Spring Break Sports Camp was very successful with 50+ kids enrolled. During the week they played various sports such as dodgeball, chair basketball and steal the bacon, along with crafts such as slime, puffy paint and tie dye eggs.

Adult Sports: The LARPD Adult Softball spring league kicked off in April. With the decline in registration both within our leagues and surrounding agencies, we have been able to offer our open field space to the Little League for their makeup games that were rained out in early spring. Our Adult Basketball playoffs and championship games were played, the next Adult Basketball session will begin in June. Spring sessions are just underway for Coed Soccer and Ultimate Frisbee. Registration has opened for the June Pickleball Tournament.

Field/Gymnasium Rentals: There were several large and exciting events during the month of April. At Robertson Park, we hosted a Gatorade official sponsored Rugby Tournament with 16 high schools and 6 middle school teams throughout California. This tournament televised a Division 2 California Championship game nationally on the Rugby Channel. Gatorade was extremely impressed by our staff and venue, and hopes to return for upcoming events.

Working with Visit Tri Valley, we were one of three locations to host large college exposure basketball tournaments with over 80 teams traveling from across the United States. The other two locations that participated in these events were NB Courts and Las Positas College. The organizer of the tournament stated “Your facility and staff was first class!” We hope to be a part of this event next year.

Also this month, we partnered with West Coast Elite Under Armour and hosted another college exposure tournament, where we were one of four locations for 157 Elite teams playing across the United States to come and play at the Robert Livermore Recreation Building Gymnasium, NB Courts, Las Positas College, and Jamtown in Oakland. The tournament direction was impressed by our “beautiful facility and awesome staff!”

Aquatics: April began with Spring Break and the beginning of our annual Lifeguard Training classes and Lifeguard Academy. All courses are taught by American Red Cross instructors and we were able to hire several new lifeguards onto our staff!

On April 16<sup>th</sup> we were invited to the 1<sup>st</sup> annual American Red Cross Recognition Ceremony in Oakland where Livermore Area Recreation and Park District’s Aquatics Program was given the Gold Level Swim Provider Award for excellence in providing swim lessons to the community.

On Saturday, April 21<sup>st</sup> we hosted the 2<sup>nd</sup> Annual Spring Splash! On this gorgeous 85 degree day, we packed the facility with over 250 attendees and 100 participants with a pool that was filled with spring flowers, beach balls, water toys and mini rubber duckies. The 1<sup>st</sup> annual Rubber Ducky Derby was

also held where kids were able to race a rubber ducky, decorated by them, down the large water slide. Winners received a coupon for a pool party at the pool!

We also held an introduction to the world of Synchronized Swimming where some of the nationally ranked Aquamaids Synchronized Swimming Team members showed the participants the sport. Those interested were able to practice with the team members at the end. This was setup to gain interest in our upcoming summer program that will be held on Sunday mornings at the Robert Livermore Aquatic Center.

Adult & Youth Special Interest Classes: Horse Back Riding 1-on-1 Lessons remain to be a popular class within the community with all six sessions full for the month of April. We continue to partner with the Livermore Camera Club by offering the Introduction to Lightroom and Photoshop class which had 10 students registered this month.

Kid's Night Out – National Grilled Cheese Day: This new Friday night event is designed for children 5 to 11 years old was held on April 13<sup>th</sup> from 6 to 9pm. Activities included DIY apron decorating, a grilled cheese station, and the movie Ratatouille was playing. We had 21 registered participants for the evening.

Customer Business Services: With summer registration now officially open for all of our upcoming summer programs and camps, staff are busy answering phone inquiries, providing in person customer service, and completing program and camp registrations.

Camp Shelly registration opened on April 9<sup>th</sup> for campers with special needs and group reservations opened on April 11<sup>th</sup>. General public registration was opened on April 21<sup>st</sup> which will continue throughout the summer.

Staff continues to help and support the Facility Event Rental team by working evenings and weekends during facility event rentals. Customer Business Service staff ensure that the facility is being supervised, as well as having a friendly face at the counter to assist our facility event rental applicants when needed.

Innovation Fair: On Saturday, April 14<sup>th</sup> from 11am to 3pm, LARPD staff attended and hosted an informational booth at the Innovation Fair which was held at the Bankhead Theater. LARPD Rangers brought out their critters, John Mottashed displayed his bird collection, and recreation handed out the summer brochure and did a hand print fish craft. This was a great event and we look forward to next year.

Youth Commission: This month's meeting was held on Monday, April 9<sup>th</sup> at 7pm. The commissioners discussed Backpack project, Gun Violence in the schools, acknowledgement of rules, Civic Appreciation Dinner display board, Kids against Hunger date.

## **OPEN SPACE:**

General: Open space staff patrolled open space facilities and regional trails as well as other District facilities and parks. LARPD hosted Assemblywoman Catharine Baker for a walk in Sycamore Grove. Rangers led a Brushy Peak trip for LARPD staff.

Operations & Maintenance: Open space staff and volunteers performed maintenance on trails and trimmed trees near trails and public areas. Mowing of firebreaks and around structures and trails continued. Rangers continued to mow the trails at Holdener Park.

Public Safety: Rangers responded to dog off leash complaints in various LARPD parks. Rangers responded to a bicyclist who had fallen off her bike with minor injuries. Staff responded to a report of escaped goats at Holdener Park.

Resource Management: Staff and volunteers maintained native plantings and removed noxious non-native plant species from Sycamore Grove Park.

Volunteers: Open Space volunteers worked 48 hours performing maintenance on the native gardens, resource monitoring and documentation, performing visitor services, training, and trail surveys.

Environmental/Outdoor Recreation Programs: Open space staff conducted educational programs for twenty-eight school classes. Healthy Parks Healthy People programs are being held monthly.

Interpretive Programs: Staff conducted eleven weekend nature and recreational programs for the general public.

Monthly Totals

Sycamore Grove	8367
Daily Average Attendance	279
Horse Trailer Parking Use	42
Parking Fee Revenue	\$8001
Nature Program Attendance	875

**PARK MAINTENANCE:**

Event preparations included: Picnics: Intent to use 5, ongoing intent to use and 3 Park rentals, 1 jump house permit and 1 petting zoo permit. Equestrian Facilities: Gymkhana, Wine Trail ride and wedding

Graffiti/vandalism clean-up: Volunteer graffiti clean-up 9 1/2 hours and Park staff 5 hours

Irrigation: Repairs: Ninety-eight sprinklers, 2 lateral lines, 3 irrigation controller, 3 drinking fountains, 7 valves, 3 valve boxes, and Backflow Prevention Devices: 31 tested and 2 repaired. Installed water meter at Community Gardens

Mechanical work: Service and repairs to 8 vehicles, 8 large pieces of equip. (mowers, chipper, spray rigs and utility vehicles), 7 piece of small equipment. Shop maintenance, meetings, call-outs and walk-ins

Miscellaneous repairs and tasks:

- Park Department participated in April 21<sup>st</sup> Community Service Day.
  - Volunteers worked at six sites (over 60 bags of debris/litter/clean-up)
- Sidewalk repair at Veterans Memorial Building
- Rodeo Grounds; continued grading grounds and parking lot, groomed arena, and Grandstand maintenance
- Rotary – Eagle Scout tree planting in: Independence, Summit and Marlin Pound parks
  - Total trees planted were 43
- KIOSK repairs and replaced Plexiglas in 3 units
- Cayetano: repaired dog park latch hinge
- Max Baer: installed gravel and graded roadway
- R. E. Merritt: planted 3 trees

- Hagemann Park: park sign restoration
- Summit: replaced damaged bucket swing

Tree work:

- Removed; 6 trees in 3 parks, 5 broken limbs in 2 parks, raised low limbs in 5 parks & 8 trails, trimmed hedges in 2 parks and 6 trails, pruned roses in 1 park, and removed tree stakes in 1 park
- Storm checks and clean-up 1 days

Weed control: Broadleaf Post Emergent – Turf spray; in 10 parks (1,295 gallons mix sprayed), Post and Pre-emergent Sport Spray: 18 park, 3 Trails and Rodeo Grounds (845 gallons mix sprayed). Weeding in 11 parks, weed mowing; Robertson Park and 2 Trails, Rodent Control; 7 parks (13 treatments)

Zone 7 Weed Spraying: April Broadleaf Post Emergent weed control – 3,100 gallons of mix sprayed

Living Arroyos Program: April 2018

Living Arroyo Crew:

- Planted 63 native trees and shrubs at various sites for the City of Livermore Stream Maintenance Plan.
- Mulched 70 native trees & shrubs at Sycamore Grove to help conserve soil moisture & weed control.
- Installed 207 willow stakes at various sites for the City of Livermore Stream Maintenance Plan.
- Hosted four volunteer events:
  - April 14<sup>th</sup>: Las Positas Golf Course volunteers planted 65 native trees and shrubs
  - April 18<sup>th</sup>: Springtown Mitigation Site volunteers planted & mulched 70 native trees & shrubs.
  - April 21<sup>st</sup> at Touriga Creek in Pleasanton, volunteers removed 20 gallons of trash and recyclables from the channel.
  - April 22<sup>nd</sup> on the Arroyo Mocho at the Stanley Reach for Apple volunteers removed 1,200 gallons of trash and recyclables from the channel.

For more information regarding the 2018-2019 Volunteer Season please visit:

[livingarroyos.org/get-involved/](http://livingarroyos.org/get-involved/)

Respectfully submitted,

Timothy J. Barry  
General Manager

# Livermore Area Recreation and Park District

## Staff Report

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager

PREPARED BY: Jeff Schneider, Administrative Services Manager  
Marilyn Youngman, Accounting Assistant

DATE: May 9, 2018

SUBJECT: Resolution Deleting Certain Fixed Asset Capital Equipment

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**RECOMMENDATION:** That the Board of Directors approve Resolution No. \_\_\_\_, deleting certain fixed asset capital equipment from District inventory.

**BACKGROUND:** Periodically, staff reviews our capital equipment inventory to confirm that it is in good operating condition. In cases where equipment is beyond economic repair, staff will recommend that the Board approve disposing of such assets per Board Policy No. FIN-98-52798 (Deaccession Policy).

Below is a list of capital equipment that the District proposes to delete from inventory:

<u>Vehicle/Equipment</u>	<u>Date Purchased</u>	<u>Original Cost</u>	<u>Net Book Value</u>	<u>Reason</u>	<u>Out of Service Date</u>	<u>Disposition</u>
Westoro Sod Cutter w/ Roller	10/12/1983	\$5,607.23	\$0.00	Beyond Econ Repair, and has not been replaced	12/01/17	Scrapped
John Deere Loader E015	06/10/1987	\$29,648.08	\$0.00	Beyond Econ Repair, has been replaced E078	02/01/18	Auction / Liquidation
John Deere Back Hoe Loader E028	06/18/1999	\$32,406.91	\$0.00	Beyond Econ Repair, costly to repair, replaced E082	02/15/18	Auction / Liquidation
2000 Dodge Dakota V-97	12/21/2000	\$16,210.58	\$0.00	Beyond Econ Repair, has been replaced V-50	03/01/18	Auction / Liquidation
2001 Dodge Ram 2500 V-99	05/08/2001	\$21,834.02	\$0.00	Beyond Econ Repair, has been replaced V-49	02/01/18	Auction / Liquidation

<u>Vehicle/Equipment</u>	<u>Date Purchased</u>	<u>Original Cost</u>	<u>Net Book Value</u>	<u>Reason</u>	<u>Out of Service Date</u>	<u>Disposition</u>
Companion Camper Trailer for Camp Shelly	06/12/2001	\$25,000.00	\$0.00	Beyond Econ Repair, has been replaced with New Camp Trailer	03/23/18	Auction / Liquidation
1986 Chevy 1 Ton Firetruck V-12	07/25/2003	\$9,500.00	\$0.00	Beyond Econ Repair, and has not been replaced.	09/15/2017	Auction / Liquidation
Pioneer-42" Plasma T.V.	05/31/2005	\$6,571.40	\$0.00	Beyond Econ Repair, has been replaced	06/30/2017	E-Waste
2008 Honda Pilot V-23	05/15/2008	\$30,864.58	\$0.00	Beyond Econ Repair, has been replaced V-48	10/24/2017	Auction / Liquidation
Smithco Bunker Rake E-33	09/12/2008	\$13,707.49	\$0.00	Beyond Econ Repair, has been replaced E078	09/01/2017	Auction / Liquidation
Kubota Mower E037	01/29/2009	\$18,239.37	\$0.00	Beyond Econ Repair, has been replaced E083	04/13/2018	Auction / Liquidation
RLCC Pool Cover	10/18/2010	\$10,887.20	\$0.00	Beyond Econ Repair, has been replaced	02/28/2017	Recycled
May Nissen Pool Cover	08/01/2012	\$15,000.00	\$0.00	Beyond Econ Repair, has been replaced	02/28/2017	Recycled
RLCC Activity Pool Cover	04/01/2013	\$15,000.00	\$0.00	Beyond Econ Repair, has been replaced	02/28/2017	Recycled
Computer Server	07/07/2009	\$5,134.00	\$0.00	Beyond Econ Repair, has been replaced	02/28/2017	E-Waste
<b>TOTALS:</b>		<b>\$255,610.86</b>				

Note: The District has replaced all of the assets, except for the Sod Cutter and Chevy 1 Ton Firetruck.

The Parks Division will handle the disposal of these assets through E-waste, recycling, public auction or liquidated as salvage. Per Policy No. FIN-98-52798, any proceeds from liquidation will be deposited into the Fund Balance Designated for Capital Equipment and used to acquire other capital equipment for the Parks Division.

TB/JS

# Livermore Area Recreation and Park District

## Staff Report

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager

PREPARED BY: Patricia Lord, Assistant General Manager  
Jeffrey Schneider, Administrative Services Manager

DATE: May 9, 2018

SUBJECT: Sunset Park Playground

COMMITTEE: Reviewed and Recommended by the Finance Committee on April 26, 2018;  
Reviewed and Recommended by Facilities Committee on May 1, 2018

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**RECOMMENDATION:** That the Board of Directors reviews the revised cost estimates for Phase I of the Sunset Park Improvements and provides direction to staff. Both the Facilities and the Finance Committee recommended discontinuing current plans for Phase I Sunset Park Improvements.

**BACKGROUND:** On December 13, 2017, the Board of Directors approved the conceptual plan for the Sunset Park Play Trail and directed staff to provide further information on scope and budget for the improvements planned for Phase I and II. The District was awarded up to \$60,000 in matching funds for vendor-specific, *GameTime*, play equipment. The approved conceptual plan includes assumptions of up to \$120,000 in play equipment that would be offset by \$60,000 in matching grant funds.

The approved conceptual plan includes three separate play areas along a “Play Trail” pathway leading from the park entrance. Two play pod concepts, the “Bees” and “Mushrooms,” are designed for children ages 2-5 years old; the third “Arroyo Dwellers” play pod area is designed for 5-12 year olds. The original playground at Sunset Park, which was removed to save the 200-year-old Valley Oak Tree, had an area for 2-5 year olds, an area for 5-12 year olds, and a two-bay swing set. The three play pods were to replace the age-appropriate features of the original play equipment. Phase II is designed to involve other needed park improvements, such as park entry enhancements and landscaping.

On January 31, 2018, the Board of Directors made some reductions in the scope of the project to stay within the budget, authorized the scope and budget for Sunset Park improvements planned for Phase I and II, and directed staff to move forward on Phase I. The major components of Phase I included: site preparation and grading, installation of play equipment with wood fiber surfacing, an asphalt pathway leading from the park entrance to each of the play pod areas, and irrigation. Based on O’Dell Engineering’s estimation of probable construction costs, Phase I costs were estimated at \$612,406 in January 2018. Staff assigned a new project manager to the project.

On April 11, 2018, new Project Manager, Bob Tanaka with Tanaka Design Group, received a quote prepared by G & G Builders, who installs most of MRC/*GameTime*’s play equipment. The cost estimates for Phase I improvements were raised to \$394,402 higher than originally cited. O’Dell engineering reviewed the estimates and cited concerns with some of the unit pricing and increased labor costs. Our project manager addressed those concerns with the equipment company, but they only confirmed the



updated pricing as being accurate. Staff's view is that the project costs are now exceeding the value of the project in return.

**BUDGET SUMMARY:**

<b>PHASE I – Sunset Park Improvements</b>	<b>Cost Estimates January 31, 2018</b>	<b>Current Estimate</b>
Construction Costs	\$405,203	\$763,750
Hard Costs - Contingency	\$40,520	\$76,375
Project Delivery/Soft Costs	\$151,530	\$151,530
Soft Costs - Contingency	\$15,153	15,153
Estimated Total for Phase I Improvements	<b>\$612,406</b>	<b>\$1,006,808</b>

The original conceptual designs were based on “poured-in-place” rubberized surfacing which added to the overall appeal of the “Mushrooms”, “Bees” and “Arroyo” themes. Directors approved changing to lower cost fiber surfacing at the January 31, 2018 meeting. However, project costs are still exceeding the original engineer’s estimate. In addition to cost escalation, staff has received feedback from some neighbors of Sunset Park with safety concerns with the “Play Trail” concept and three play pods spread out, the last one being out of view from the street.

**FISCAL IMPACT:** The current funding for Project #719 is budgeted at \$1.2M and approved in the District’s 2017-2020 CIP Budget, with \$613,000 budgeted in fiscal year 2017-18; and \$587,000 in fiscal year 2018-19. Year-to-date costs expended are \$108,835 with approximately \$1,091,165 remaining.

**OPTIONS:**

- 1) Increase the budget by \$394,402 in order to implement work with the original Plans and Specifications as approved at the January 31, 2018 Board of Director’s Meeting. Based on O’Dell Engineering’s estimation of probable construction costs, Phase I costs were estimated at \$612,406. The cost estimates for Phase I improvements are now \$394,402 higher than originally cited.
  - a. **Pros:** This action is consistent with approved designs. There are adequate funds available in Project #719 if money is shifted from Phase II. The project will go forward in the timeliest fashion possible.
  - b. **Cons:** This action would increase costs from the original budget estimates for Phase I from \$612, 406 to \$1,006,808, and reduce the budget and scope available for Phase II to \$106,450, which is not enough to complete Phase II.
- 2) Discontinue the current work on Phase I and II and authorize the General Manager to develop a new design with community input and cost estimate.
  - a. **Pros:** This action provides an opportunity for a new design for Sunset Park improvements and placement of the playground at the entrance to the park that is fun and cost-effective.
  - b. **Cons:** The Sunset Park Play Trail would not be completed as was originally proposed due to concerns with District not getting adequate value for the investment. The District would have to decline the grant program offer. This would also delay completion of the park improvements.
- 3) **RECOMMENDATION:** Staff recommends that the Board direct Staff to implement Option #2 to discontinue current work on Phase I and II and authorize General Manager to develop a new design and cost estimate for park improvements.

# Livermore Area Recreation and Park District

## Staff Report

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TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager

PREPARED BY: Bruce Aizawa, Parks and Facilities Manager

DATE: May 9, 2018

SUBJECT: Camp Shelly Restroom Facility

COMMITTEE: Recommended by the Facilities Committee at the May 1, 2018 meeting

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**RECOMMENDATION:** That the Board of Directors approve of an additional \$165,000 allocation of Project No. 432 to the Camp Shelly ADA Restroom/Shower Facility Improvements Facility.

**BACKGROUND:** The restroom facility at Camp Shelly is about 55 years old and is not ADA compliant. The Board of Directors approved this project in the 2017-20 CIP Budget to replace the current restroom/shower building.

Romtec, a building installation contractor, has previously worked for LARPD, installing the park restrooms at the Wetmore and Arroyo Road entrances to Sycamore Grove Park in 2013, and the entrance kiosk at the Wetmore Road entrance in 2016. Their pre-fabricated restroom/shower buildings are part of California Multiple Award Schedules (CMAS), which means each project has been competitively bid with the lowest possible costs.

Romtec initially estimated the Camp Shelly restroom project at \$350,000 in the summer of 2017. Since then, staff discussed with Romtec's designers and engineers the addition of features to the project. These additional features include the addition of a utility room with deep sinks and stub-outs for an ice machine, a timber-frame design to match the existing park restrooms, privacy walls at the restroom entrances, a changing room for each shower stall, and other minor changes. These changes added to the design, initial scope of work and cost. The current estimate is \$515,000, which includes a \$50,000 contingency amount.

**FISCAL IMPACT:** \$165,000 increase for Camp Shelly restroom facility in the CIP budget.

**ATTACHMENTS:** None