



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 3 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 gsommers@larpd.org at least 72 hours in advance of the meeting.

AGENDA REGULAR MEETING

WEDNESDAY, FEBRUARY 14, 2018
7:00 P.M.

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE
2. PRESENTATION
 - 2.1 PARK ENHANCEMENTS AND THE LIVING ARROYOS PROGRAM
The Board will receive a presentation on park enhancements and the Living Arroyos Program from Park Supervisor Tom Doyle and Park Enhancement Coordinator Joseph Steelman.

3. PUBLIC COMMENT

4. CONSENT AGENDA (Motion)

4.1 BOARD MINUTES

4.1.1 Regular Meeting of January 17, 2018.

4.1.2 Regular Meeting of January 31, 2018.

4.2 COMMUNICATIONS

4.2.1 General Manager's Monthly Report (7/17).

5. CONSENT AGENDA RESOLUTIONS

None.

6. BIDS AND PUBLIC HEARINGS

None.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 ENDORSEMENT OF PROPOSITION 68, THE PARKS, ENVIRONMENT AND WATER BOND OF 2018

The Board will consider a resolution endorsing state Proposition 68 on the June 5th Primary Election ballot, The Parks, Environment and Water Bond of 2018.
(Resolution)

Resolution No. _____, endorsing state Proposition 68 on the June 5th Primary Election ballot, The Parks, Environment and Water Bond of 2018.

9. COMMITTEE REPORTS

10. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

11. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

12. ADJOURNMENT



LIVERMORE AREA RECREATION AND PARK DISTRICT

MINUTES

WEDNESDAY, JANUARY 17, 2018

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

REGULAR MEETING
7:00 P.M.

DIRECTORS PRESENT: Directors Furst, Palajac, Pierpont, Wilson and Chair Faltings

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Tim Barry, Alexandra Ikeda, Patricia Lord, Daniel Schroeder, Gretchen Sommers

1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

Chair Faltings called the meeting to order at 7:00 p.m. All Directors were present.

Chair Faltings welcomed Dan Schroeder, District Legal Counsel.

2. PUBLIC COMMENT

No public comment.

3. CONSENT AGENDA

3.1 BOARD MINUTES

3.1.1 Regular Meeting of December 13, 2017.

3.2 COMMUNICATIONS

3.2.1 General Manager's Monthly Report (71/6).

Moved by Director Wilson, seconded by Director Furst, approved the Consent Agenda by the following voice vote:

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

4. CONSENT AGENDA RESOLUTIONS

None.

5. BIDS AND PUBLIC HEARINGS

None.

6. OLD BUSINESS

6.1 REVISIONS TO BOARD POLICY MANUAL

Chair Faltings stated that the Board will consider approving a revision to the Board Policy Manual.

General Manager Tim Barry stated that, at its Dec. 13, 2017 annual organizational meeting, the Board reviewed language for revisions to the Policy for Collection of Costs of Handling Candidate Statements (in connection with the General Election). He stated that the main change to the policy is that candidates for the Board shall pay a maximum of \$500 in order to include candidate statements in sample ballots, and the District will pay any balance in excess of \$500.

Moved by Director Palajac, seconded by Director Wilson, adopted Resolution No. 2601, approving a revision to the Board Policy Manual, by the following roll call vote:

AYES:	<i>Palajac, Wilson, Furst, Pierpont and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

7. NEW BUSINESS

7.1 TEMPORARY ASSIGNMENT OF HIGHER DUTIES

Chair Faltings stated that the Board will consider approving a Temporary Assignment of Higher Duties for Marketing and Operations Supervisor Alexandra Ikeda and Recreation Supervisor Maurine Kline, to serve on a rotating basis as Acting Department Manager-Recreation.

GM Barry reported that the District has a vacancy in the Dept. Mgr. position due to the promotion of Patricia Lord to Assistant General Manager.

AGM Patricia Lord reported that there will be a recruitment and selection process for the Dept. Mgr. position, estimated to take approximately three months. She said that the functions of this position must still be performed, and GM Barry has approved a solution whereby Ms. Ikeda and Ms. Kline will fill the position on a rotating basis, rather than having an outside consultant come in. Both employees will be expected to perform their normal duties, as well as those of Acting Dept. Mgr. They will receive 10% above their current salaries during the period in which they are Acting Dept. Mgr. AGM Lord said that the Fiscal impact is \$2,900, which is more than offset by savings of \$40,000 in unused Dept. Mgr. compensation during the vacancy of the position. She reported that both the Personnel Commission and Committee recommend Board approval.

Director Pierpont noted that the Personnel Committee discussed this at length and heartily recommends approval. GM Barry introduced District HR consultant Sheri Fleming, who assisted staff on this matter. Chair Faltings said that she likes

that we are doing this and giving staff a chance to step up and try a higher position.

Moved by Director Pierpont, seconded by Director Palajac, approved a Temporary Assignment of Higher Duties for Marketing and Operations Supervisor Alexandra Ikeda and Recreation Supervisor Maurine Kline, to serve on a rotating basis as Acting Department Manager-Recreation, by the following voice vote.

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

7.2 FULL-TIME JOB CLASSIFICATION – FACILITIES & OPERATIONS COORDINATOR AND RECLASSIFICATION OF ARMANDO VILLEGAS

Chair Faltings stated that the Board will consider approving the job description And salary range for Facilities & Operations Coordinator and reclassification of Armando Villegas to that classification.

AGM Lord stated that both the Personnel Commission and Committee have reviewed this matter and recommend approval. She reported that last year's Classification Study produced the Event & Custodial Crew Leader position. There were two employees in this position, one focusing on custodial services and the other on events; each had a separate crew to supervise. After one of the staff resigned last spring, AGM Lord said, we evaluated the situation and decided to have the remaining incumbent (Armando Villegas) fulfill the responsibilities; having one point person has worked very well. Also, the two crews were combined into one, which has proven to be more efficient. AGM Lord said that the intention is to eliminate The Crew Leader classification. The fiscal impact of the creation of the new Facilities & Operations Coordinator classification will be an annual increase of \$1,200, which is more than offset by the savings in not filling the vacant Crew Leader position. Given the responsibilities of the new position, staff recommends setting the salary at the same level as the Facilities Coordinator position.

Director Wilson stated that she appreciates that staff regularly evaluates and makes changes, in order to make operations more efficient. She said she believes that Mr. Villegas has done excellent work for the District. Director Furst said that the Personnel Committee discussed this matter at length; the Committee had a number of questions, and supports the staff recommendation.

Moved by Director Furst, seconded by chair Faltings, adopted Resolution No. 2602, approving the job description and salary range for Facilities & Operations Coordinator and reclassification of Armando Villegas to that classification, by the following roll call vote:

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

7.3 REVISED MINIMUM WAGE FOR 2018

Chair Faltings stated that the Board will consider approving a revised Salary Schedule to accommodate the Minimum Wage, as revised for 2018.

GM Barry said that Finance Manager Jeffrey Schneider is ill tonight. Mr. Schneider's staff report describes several legislation changes to which the District has responded, with the assistance of District Legal Counsel. GM Barry listed several of the changes, noting that one item requires Board action in order to comply with the minimum wage increase (from \$10.50 to \$11.00 per hour), effective Jan. 1, 2018. GM Barry said that the increase affects just one District position, Recreation Leader I. The minimum wage will increase one dollar per year through 2022, which the District will address in its budget planning and in the upcoming Compensation Study.

Director Wilson noted that, at a recent conference, she attended an education session on transgender matters. She said she learned that, in most cases, gender does not matter. Does our employment application ask for applicants' gender? GM said that he did not know, but said that we will follow legal requirements. He will report back on this question in the next GM monthly report. Chair Wilson suggested getting the language of the Senate Bill governing this matter.

Moved by Director Wilson, seconded by Director Palajac, adopted Resolution No. 2603, approving a revised Salary Schedule to accommodate the Minimum Wage, as revised for 2018, by the following roll call vote:

AYES:	<i>Furst, Pierpont, Palajac, Wilson and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

7.4 2018 COMMITTEE APPOINTMENTS

Chair Faltings made committee appointments for 2018. She noted that a revised appointment list was given to Directors tonight. There is a slight change; Directors Furst and Palajac wished to switch places on two of the liaison committees.

8. COMMITTEE REPORTS

Director Palajac reported on the December 19 Livermore Downtown meeting.

Director Wilson reported on the January 3 Livermore Cultural Arts Council meeting.

Director Furst reported on the Jan. 10 Chamber of Commerce Business Alliance meeting and the Jan. 9 Tri-Valley Liaison meeting;

Director Pierpont reported on the Jan. 11 Personnel Committee meeting.

Chair Faltings reported on the Jan. 10 Alameda County Special Districts Association chapter meeting and today's California Association of Recreation and Park Districts Board meeting. She invited all Directors to attend the ACSDA meetings.

9. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- 1) Director Wilson reported on the final meeting of the Oversight Board, which was formed in the wake of the dissolution of the Redevelopment Agency. She said that there will be a similar board in the future, at the County level.
- 2) Director Wilson had occasion to speak with Diane Brady, Vice President of Administrative Services for Las Positas College, who initiated a discussion regarding coordinating programs and services with LARPD. Director Wilson will give Ms. Brady's business card to GM Barry.
- 3) Chair Faltings asked if the Finance Committee or appropriate staff could look into the cost/feasibility of installing a hybrid vehicle charging station at the RLCC.

10. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Barry made the following announcements:

- 1) At its Dec. 13 meeting, the Board gave direction to staff to post a notice regarding the public hearing to consider amendments to Ordinance No. 8. The public hearing will be held during the Jan. 31 Board meeting.
- 2) There were 140 participants at the 13th annual Polar Bear Slide, held at the RLCC on Jan. 13.
- 3) The formal bid opening for the District's four playground renovation projects (May Nissen, Big Trees and Pleasure Island parks and the preschool at Jane Addams in Max Baer Park) occurred this afternoon. Staff will present the recommendation for award of contract at a future meeting, for Board consideration.
- 4) There will be a community outreach meeting regarding development of the Bill Payne Park Master Plan on Tues, Jan. 30 at 6:30 PM. The public invited to attend and give input.

11. ADJOURNMENT

Meeting adjourned at 7:42 p.m.

APPROVED,

Maryalice Summers Faltings
Chair, Board of Directors

ATTEST:

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



LIVERMORE AREA RECREATION AND PARK DISTRICT

DRAFT MINUTES

WEDNESDAY, JANUARY 31, 2018

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

REGULAR MEETING
7:00 P.M.

DIRECTORS PRESENT: Directors Furst, Palajac, Pierpont, Wilson and Chair Faltings

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Bruce Aizawa, Tim Barry, Rod Attebery, Consulting Project Manager Tonie Cox, Maurine Kline, Patricia Lord, Patrick Lucky, Rebecca Sermeno, Gretchen Sommers

1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

Chair Faltings called the meeting to order at 7:01 p.m. All Directors were present.

Members of Cub Scout Pack 969 led the Pledge of Allegiance.

2. RECOGNITION

2.1 RECOGNITION OF JOY JESSOP

Aquatics Supervisor Rebecca Sermeno described a rescue performed by Aquatics Lead Joy Jessop at the RLCC Pool in November. The Board of Directors presented a Commendation to Ms. Jessop, for her exemplary service, and for having saved a life.

3. PRESENTATION

3.1 AQUATICS PRESENTATION

The Board received a presentation on the Aquatics division programs from Aquatics Supervisor Rebecca Sermeno and Aquatics Coordinator Patrick Lucky.

4. PUBLIC COMMENT

Chair Faltings opened public comment. No public comment. Closed public comment.

5. CONSENT AGENDA (Motion)

5.1 BOARD MINUTES

5.1.1 Regular Meeting of January 17, 2018.

5.2 COMMUNICATIONS

None.

Chair Faltings pulled the minutes from the January 17, 2018 Board meeting, because a photocopying error resulted in incomplete minutes having been provided to Directors.

6. CONSENT AGENDA RESOLUTIONS

None.

7. BIDS AND PUBLIC HEARINGS

7.1 AMENDMENTS TO ORDINANCE NO. 8 - DISTRICT RULES AND REGULATIONS

Chair Faltings stated that the Board will conduct a Public Hearing to consider amended Ordinance No. 8; consider waiving the 2nd reading; and consider adopting amended Ordinance No. 8.

General Manager Tim Barry stated that Ordinance No. 8 is the District's Rules and Regulations Governing District Facilities. He explained that the revision has to do with leashing dogs in District facilities and parklands and the addition of a definition for retractable leashes. The City of Livermore has also amended its leash regulations; the District and the City will now have consistent rules pertaining to this. GM Barry explained the timeline and protocol followed to amend the ordinance, stating that the amendments, if approved, will take effect on March 2, 2018.

Chair Faltings stated that this amended Ordinance was introduced at the meeting of December 13, 2017, at which time the title was read and a reading of the full text was waived by vote of the Board of Directors. She directed staff to enter into the minutes of this meeting the Certificate of the Clerk of the Board of Directors attesting that a summary of the Ordinance and Notice of Hearing on the adoption of the amended Ordinance was published and posted and it was stated in both the published legal notice and the posting that a full copy of the text of the amended Ordinance was available to the public at the LARPD District Office.

Moved by Director Wilson, seconded by Director Furst to waive the second reading of the amended Ordinance. Motion passed unanimously, by the following voice vote:

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

Chair Faltings opened the Public Hearing. No public comment. Closed the Public Hearing.

Moved by Director Furst, seconded by Director Pierpont, adopted Resolution No. 2604, approving amended Ordinance No. 8 - Rules and Regulations Governing Conduct and Use of Parks and Other District Facilities, by the following roll call vote:

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

ABSTENTIONS: *None*
ABSENT: *None*

Chair Faltings directed staff to publish and post a certified copy of the adopted amended Ordinance within 15 days and stated that the Amended Ordinance will be effective 30 days from today (March 2, 2018).

8. OLD BUSINESS

None.

9. NEW BUSINESS

9.1 EXTENSION OF TEMPORARY ASSIGNMENT OF HIGHER DUTIES

Chair Faltings stated that the Board will consider approving a second 60-day extension of the Temporary Assignment of Higher Duties for Finance Manager Jeffrey Schneider, who is overseeing the Human Resources function during the vacancy of the Human Resources Manager position.

GM Barry said that the District is without a Human Resources Manager at this time. The District conducted a recruitment that did not result in a candidate being selected. He said he feels that the District is not able to offer a salary that is competitive with the marketplace. Finance Manager Jeffrey Schneider has been serving in this role since June of 2017. GM Barry said that he will be bringing a proposal to the Board regarding a reorganization of the Finance and Human Resources divisions. He requested an additional 60-day extension of this temporary assignment for Mr. Schneider, noting that he does not believe that the full 60 days will be needed.

Director Pierpont stated that the Personnel Committee has discussed this matter. He said that he is happy to see that we are thinking of reorganizing.

Moved by Director Pierpont, seconded by Director Palajac, approved a second 60-day extension of the Temporary Assignment of Higher Duties for Finance Manager Jeffrey Schneider, who is overseeing the Human Resources function during the vacancy of the Human Resources Manager position, by the following voice vote:

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

9.2 SUNSET PARK IMPROVEMENTS

Chair Faltings stated that the Board will review the scope and budget of Phase I & II of the Sunset Park improvements.

Director Palajac recused herself from the discussion, stating that she lives next to Sunset Park.

Assistant General Manager Patricia Lord stated that the Board approved the concept plans for Phase I improvements on Dec. 13, 2017, at which time they asked for further information on the project scope and budget. Ms. Lord described the elements of Phases I and II improvements, noting that the District

was awarded up to \$60,000 in matching funds for vendor-specific play equipment in Phase I. She reported that the estimated budget for Phase I is \$612,406 and \$350,000 for Phase II, for a combined total \$962,406 (details included in staff report). Ms. Lord stated that the funding for this project is budgeted at \$1.2M and approved in the District's 2018-19 CIP Budget. During the mid-year budget review process, staff will recommend that the project budget shift to Priority A, as we now plan to start construction for Phase I during the 2017-18 fiscal year. Phase II improvements are planned for the 2018-19 fiscal year.

Board comments and questions included: how confident can the Board be in the accuracy of the cost estimates; concern regarding the District's capacity to manage improvement projects in five parks, about the four parks project taking longer than expected and about the Sunset Park project jumping ahead of other projects; clarification that Phase I is time-sensitive; comment that Sunset Park had a playground, and now it does not; does not want Phase II to get lost—goal should be to do both; request for an update on the matching grant, whether we are still on track to get the money; inclined to get Phase I done, then see where we are; the Board has been very clear that this park will not leapfrog over other projects; clarification on the engineered wood fiber product as opposed to poured in place material.

GM Barry confirmed that Board direction is to get Phase I done.

Director Palajac returned to the dais at 7:51 p.m.

10. COMMITTEE REPORTS

Chair Faltings and Director Furst reported on the Jan. 18 Intergovernmental Committee meeting.

11. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

1) Chair Faltings reported on her participation in the Jan. 22 Martin Luther King, Jr. Fellowship Breakfast, hosted by the Tri-Valley YMCA.

12. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Barry made the following announcements:

1) The District held a community outreach meeting last night regarding the Bill Payne Master Plan project. The consultants will use information gained last night and the results of an online survey to develop recommended drawings. We will host another meeting to present designs.

2) Rangers will lead a Healthy Parks, Healthy People walk on Feb. 3 in Ernie Rodrigues Park.

3) District Legal Counsel Rod Attebery stated that he has distributed Neumiller & Beardslee's "2018 Guide to the Brown Act" to Directors and staff.

Chair Faltings thanked the Cub Scouts for attending the meeting and leading the Pledge of Allegiance.

13. ADJOURNMENT

Meeting adjourned at 7:57 p.m.

APPROVED,

Maryalice Summers Faltings
Chair, Board of Directors

ATTEST:

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 JANUARY 2018 (#71-7)

TO: BOARD OF DIRECTORS

FROM: TIMOTHY J. BARRY, GENERAL MANAGER

GENERAL SUMMATION: We rang in the New Year with a frigid ride down the water slide at Robert Livermore Aquatics Center on January 13th. Sixty-nine people totaled 140 rides down the slide in the 48 degree water! Staff held a kick-off meeting with consultant Municipal Resource Group (MRG), who will put together a total compensation study for the District workforce, with results to be delivered to us in time to inform decisions about the 2018-19 District budget for compensation related expenses. The first of two community outreach meetings conducted by consultant firm RRM Design Group was held January 30th for the Bill Payne Sports Park Master Plan Process. Stakeholder interviews were already conducted with current groups that use the park, and an online survey is available at this time to gain public input on the design of the park. The survey can be found at larpd.org.

Matters Initiated:

January 17, 2018 Board Meeting –

-Should we remove the “Gender” box on our employment applications, learned from a training recently held. (Wilson) *We have not had the “Gender” box on our employment applications for a number of years, so we are compliant with that regulation.*

-Look into the possibility of electric car charging stations at the RLCC. (Faltings) *Staff has been planning a proposed photo voltaic project for the Community Center complex, and charging stations for electric cars would be a part of that project, if there is funding for it. The Facilities Committee and Board will receive a presentation on a proposed project when staff is ready to present it.*

January 31, 2018 Board Meeting - None

BOARD OF DIRECTORS: Board Members attended two regular Board meetings, four committee meetings and three community outreach/liaison meetings in January. Directors also attended a school board meeting, CARPD board meeting and the Martin Luther King, Jr. Fellowship Breakfast, and met with consultant RRM Design Group regarding the Bill Payne Park Master Plan.

Board actions for the month included: approved revisions to the Board Policy Manual; approved a Temporary Assignment of Higher Duties for Marketing & Operations Supervisor Alexandra Ikeda and Recreation Supervisor Maurine Kline, to serve on a rotating basis as Acting Department Manager-Recreation until the position is filled; approved the job description and salary range for Facilities & Operations Coordinator and the reclassification of Armando Villegas to the position; approved a revised Salary Schedule to accommodate the Minimum Wage, as revised for 2018; made 2018 committee appointments; presented a certificate of commendation to Aquatics Lead Joy Jessop for outstanding performance of her duties during a pool emergency; conducted a public hearing regarding proposed amendments to Ordinance No. 8, waived the second reading of the ordinance, adopted the amended ordinance and directed staff to perform the required legal notices and postings; and approved a second 60-day extension of the Temporary Assignment of Higher Duties for Finance Manager Jeffrey Schneider, who is overseeing the Human Resources function during the vacancy of the Human Resources Manager position.

FINANCE/HUMAN RESOURCES/INFORMATION TECHNOLOGY:

Finance: Financial Planning: work was focused on our mid-year Operating and CIP budget processes. Financial Tech Julie Dreher met with each unit Supervisor to review results to date versus the original budget, and to obtain Supervisor input related to changes that should be considered for mid-year.

Payroll: The team, Julie Dreher and Ly Ha, did a terrific job of producing W-2s for staff (weeks earlier than in prior years) and year-end tax reporting, and has begun scrutinizing vacation accrual accounting to ensure that benefited staff are accruing at proper rates.

Audit: Accounting Supervisor Lynn Loucks continues to focus on our FY16-17 audit and has made real progress with our Audit partners toward an initial review with us. Our calendar is not yet settled regarding a review with the Finance Committee and the Board, though we will be able to confirm review dates soon.

Human Resources: Comprehensive Compensation Study RFP: a kick-off meeting was held with provider MRG. As well, we have confirmed benchmark job classifications and our list of comparable agencies that will serve as sources of market data, and J Schneider worked with MRG to create a financial summary of full-t time and part-time roles vis-à-vis the market. Timing was modestly delayed in early January, so the project completion date has moved to mid-April.

Full-time staff attended an ACERA review session conducted by ACERA staff. Reviews have been positive, and we will investigate other opportunities to provide guidance and information on key HR-oriented topics going forward.

Work has begun on updates to our Personnel Rules and Regulations. This effort will be spearheaded by RGS consultant Sheri Fleming, with significant support from HR Tech Robert Sanchez.

Recruitment:

1. HR Technician Jacenia Masingale has been instrumental in establishing a more robust job fair schedule, in conjunction with unit Supervisors from across the District.
2. Recruiting began in earnest for two key full-time positions: Department Manager – Recreation (to fill the vacancy created by Tricia Lord's promotion) and Assistant to the General Manager (to fill the vacancy that will exist upon Gretchen Sommers' pending retirement).

Information Technology: J. Stevens is focused on planning for our Intranet project, completing an inventory of software licenses and usage, completing a review of our security cameras and image storage at RLCC, and outlining desktop hardware and software standards for staff.

YOUTH & SENIOR SERVICES/VOLUNTEERS:

Preschool: The Preschool sites focused on winter weather and animal patterns, the letter of the week, and health/nutrition. Croce Preschool hosted our monthly teacher curriculum meeting representing the Winter Olympics theme. We learned new games and activities centered on winter sports and world maps.

This has been a busy planning month. Priority registration for Fall Preschool programs begins Thursday, February 8th. It is exciting to see that the community recognizes the value and quality of our programs and are anxiously waiting for registration. The preschool teachers met to share ideas for our 2018 Preschool Summer Camp. We based the Preschool Summer Camp themes around some of our favorite books. Looks like more fun ahead!

ESS/PAL: ESS and PAL have had a great start to the New Year. Staff is already planning summer field trips and fun curriculum to match. East, Junction, and Mendenhall PAL sites have been meeting on Wednesdays to play Nertz, which is a card game that they take very seriously and is a lot of fun. ESS staff is planning Desired Results Assessment training for all staff in order to obtain accurate information and positive outcomes. As always, all sites practice safety drills and participate in CPR/First Aid training when they need to be renewed.

Seniors – 50+: The trip program headed to Lake Havasu balloon fest this month, with both Paula and Kathy. We also had over 100 people at our trip registration, for some fun and exciting future adventures. The movie played for January was La La Land. Many of our classes are very well attended, with Tai Chi and Zumba being some of the favorites. We have begun setting appointments for AARP Tax Preparation, which begins in February. This is an extremely popular service. Good Thyme Café continues to serve our seniors healthy lunch Monday through Friday in the Larkspur Room.

RECREATION:

Public Information - Marketing/Communications: Press releases were sent reporting Board of Directors meeting and upcoming February nature programs. The District was in the news for its participation in the Youth Job Fair with East Bay Regional Park District in the *East Bay Times*; Polar Bear Slide & Kids Night Out in the *East Bay Times*, with follow-up photos published by *The Independent*; the Robert Livermore Community Center being the location for the Livermore Valley Joint Unified School District's kindergarten registration fair on *Livermore Patch*; open space weekend programs in *The Independent*; a photographer's winning photo of a young bobcat in Sycamore Grove Park was published in the *Lake County News*; and news of an umpire selected for the 2018 Little League Intermediate World Series ran in the *Olean Times Herald* in New York. More than 40 updates were made to the current LARPD website, in addition to providing ongoing support for the upcoming District website. Staff also worked on CPRS District 3 nominations, two of which will receive awards in February – Retired Assistant General Manager John Lawrence will be honored with an Outstanding Professional award; and the District's partnership with California District 57 Little League for work on the Little League Intermediate World Series earned Outstanding Nonprofit Organization Partner. Staff participated in an online grant writing training, provided proofreading for various District documents and produced a description of LARPD for the City of Livermore's budget book. There were about a dozen posts made on the LARPD Facebook page, as well as responding to several direct messages. A preview of a new Sycamore Grove Park trail map was popular on social media. About 20 messages were responded to from the "info@larpd" main email account.

Facility and Event Rentals: Over 250 police and participants attended the Special Olympics Northern California (SONC) at Robert Livermore Community Center for their annual meeting, committee luncheon, and basketball game in the gym. District hosted a youth job fair with East Bay Regional Park District, where several hundred attendees throughout the Bay Area got information on upcoming summer and seasonal positions. With wedding season approaching, the facilities rental team continues to evaluate and streamline the rental processes, complete the necessary custodial and operational needs, and train staff on how to provide excellent customer service and ensure that staff is well acquainted with the Facility Rental Rules and Regulations.

Youth Sports: Our 1st/2nd grade basketball league concluded in late January. This was an instance where the local youth basketball organization (CYO) had reached capacity in this age group and had 40 kids on their waitlist. LARPD staff rallied, and in a short amount of time, put together a league for this age group. We had 32 kids enrolled for a 10-week session of basketball, which included practices and games coached by experienced LARPD staff. The kids were thrilled to play, while the parents

were thrilled with the instruction provided. Our goal is to keep these kids enrolled in our future basketball programs.

Adult Sports: Registration is now open for the spring session of Adult Softball. Staff is happy to, once again, offer Sunday night basketball, which started Jan. 21 with six teams. Staff hopes to expand the league in the spring. Registration for the upcoming Pickleball tournament has reached maximum capacity and is now closed for all skill levels. We had an overwhelming response, with 87 registered participants and 20 players (and counting) on the waitlist! We are looking forward to a great tournament in February.

Field/Gymnasium Rentals: All baseball/softball fields opened on January 29th for the Little Leagues and Girls Softball League to start practicing. The grass fields remain closed to soccer, lacrosse and rugby. The gymnasium is heavily used with LARPD programs, rentals, drop-in and contractor classes 7 days a week.

Adult & Youth Special Interest Classes: Once a year the Livermore Valley Camera Club offers a Photography class through LARPD. This is a fund raiser for their organization. Wente offered a wine making class through LARPD, also.

Kids Night Out: Twenty-one youths (5-11 yrs.) enjoyed painting rocks, popcorn, games in the gym and crafts on Fri. Jan. 26 from 6:30-9 pm.

Customer and Business Services: Staff worked many of the rentals on the weekends and nights. Staff meeting was held, with the following topics discussed: Community Garden renewal, Senior Drop- in activities, Adult Sports, Aquatics, Music at front counter, upcoming events/activities and Active.

Youth Advisory Commission: Meeting was held Mon. Jan. 8th at 7 pm in the Elbow Room. Fifteen commissioners attended. Members discussed the World Fair Event at the Livermore Library April 21, from 1-4 pm. Commissioners discussed countries and who should be invited to participate. Youth Advisory Commission is partnering with Livermore Teen Library Board for this event.

Aquatics: January started off with a splash, with our 13th Annual Polar Bear Slide on January 13th. This free community event has become popular, with 69 wristbands handed out and over 140 rides down the slide. With a temperature of 49 degrees, over 100 observers came to watch the brave people who participated. If you were brave enough, you received a t-shirt, a towel, and cup of hot chocolate!

On January 16th we started our 2nd Lap Swim Challenge, Escape to the Farallon Islands! Lap swimmers have 7 weeks to complete 32.9 miles, which is 2,171 laps in a pool. As of today, we have a total of 30 lap swimmers taking on the challenge, which ends March 3rd.

OPEN SPACE:

General: Open space staff patrolled open space facilities and regional trails, as well as other District facilities and parks. Rangers attended the District's annual pesticide training and participated in an EBRPD/LARPD Job Fair.

Operations & Maintenance: Staff and volunteers performed maintenance on trails and trimmed trees near trails and public areas. Staff planned and mowed proposed trail route at Holdener Park. A bike repair station was installed near the Sycamore Grove Wetmore Road entrance.

Public Safety: Rangers responded to dog off leash complaints in various LARPD parks and responded to a vehicle break-in at the Wetmore parking lot in Sycamore Grove Park, reports of minibikes in Jack Williams Park, and transients at Veterans Memorial Building. Staff attended CPR/AED recertification training.

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

Volunteers: Open Space volunteers worked 135.25 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 thirty-two school classes. Healthy Parks Healthy People programs are being held monthly.

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

Monthly Totals

Sycamore Grove	9,082
Daily Average Attendance	293
Horse Trailer Parking Use	88
Parking Fee Revenue	\$14,680
Nature Program Attendance	973

PARK MAINTENANCE:

Event preparations: Intent to use: 1- ongoing 1 hour park use at Pleasure Island, Picnics: 0, Special Event: Covered arena; Gymkhana (prepared arena for two events).

Graffiti/Vandalism clean-up: January Volunteer graffiti clean-up 25 hours and Park staff 7 hours.

Irrigation: Repairs: 1 lateral-line break, 2 sprinklers repaired and 3 valve repaired, 1 drainage pipe repaired, installed new irrigation system on south side of R. E. Merritt Building.

Mechanical work: Service and repairs to 12 vehicles, 3 large pieces of equip.(Mower, Billy Goat Vac & Chipper), two trailers (lights & tires), 5 pieces of small equipment. Road calls (jump start & pull from mud), vehicle shopping, shop maint & meetings.

Miscellaneous repairs and tasks

- Rodeo sign refurbished
- Mocho Park: continuing with turf reduction project
- Max Baer Park Field #2 Outfield fence put back up
- Bill Payne seeded & top dressed, aerated and verticut Robertson Park Field #3
- Repaired dog park gate at Cayetano and replaced broken sign at Almond
- Several Park staff members attended Bay Friendly training Tuesdays in January. Last day of training included planting drought tolerant native shrubs on the west side of the Fire Station along the path using "Sheet Mulch" method

Tree work:

- Finished major trimming/pruning Altamont Creek Park and Trail
- Tree removal (2 at Mocho & 1 at Northfront), shrub removal in 1 park, removed broken limbs in 5 parks, raised low limbs in 2 parks, trimmed hedges in 2 parks, storm checks and leaf clean-up in several parks
- Contracted Tree Services: Wattenburger, Livermore Downs, Robert Livermore, El Padro, Bothwell

Weed control: Post & Pre-emergent spraying - 9 parks (1,815 gallons sprayed), Leaf removal – 6 parks, Weeding – 6 parks, and Rodent control – 4 parks (8 treatments)

Zone 7 weed spraying: January 2018 Zone 7 – no spraying

Living Arroyos Program:

Living Arroyo Crew:

- Removed 1,000 plus gallons of invasive weeds from project sites.
- Harvested and installed 110 Willow stakes at various project sites to protect banks for erosion.
- Hosted three volunteer events:
 - January 3rd on the Arroyo Mocho at the Stanley Reach, where volunteers removed 1,000 plus gallons of invasive weeds.
 - January 20th on the Arroyo Las Positas in Springtown, where volunteers planted 100 native trees to replant the Springtown restoration site.
 - January 27th hosted with Boy Scouts at Sycamore Grove, volunteers planted 15 native trees.

For more information regarding the 2017-2018 Volunteer Season please visit:
livingarroyos.org/get-involved/

Respectfully submitted,

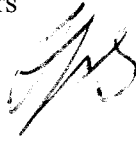
Timothy J. Barry
General Manager

Livermore Area Recreation and Park District

Staff Report

TO: Chair Faltings and Board of Directors

FROM: Timothy J. Barry, General Manager



PREPARED BY: Timothy J. Barry, General Manager

DATE: February 14, 2018

SUBJECT: Resolution Endorsing Proposition 68

RECOMMENDATION: That the Board of Directors approve Resolution No. _____, endorsing Proposition 68, the Parks, Environment and Water Bond of 2018.

BACKGROUND: For the last several years, LARPD Directors and staff have been following, advocating for, and encouraging other parks and recreation agencies to support a statewide bond for funding for parks. Two bills moved through the legislature for the last two years, the latest of which has been SB 5, the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, and were supported by the District as well as professional organizations of which the District is a member (Calif. Park and Recreation Society, Calif. Association of Recreation and Park Districts, Calif. Special Districts Association). The measure was finally passed and placed on the June 5th Primary Election ballot. A "yes" vote supports this measure to authorize \$4 billion in general obligation bonds for state and local parks, environmental protection projects, water infrastructure projects, and flood protection projects.

If the bond measure is passed by voters, LARPD will receive at least \$200,000 in per capita (by population) funding as a portion of the entire bond measure. I have attached a chart describing the distribution of funds, which shows several other opportunities for LARPD to apply for competitive funding to assist the District with capital projects. Staff recommends approval of this resolution, putting LARPD on record as endorsing the measure and encouraging the public to vote for it.

TB/s

attachment



The Committee for Clean Water, Natural Resources & Parks

SB 5 (de León) The California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018

Environmental & Social Equity Investments

- \$725 million for parks in park-poor neighborhoods

California's Outdoor Spaces

- \$200 million for local park grants (grants based on population)
- \$15 million for park and recreation grants for jurisdictions with a population of 200,000 or less
- \$30 million for competitive grants to local park districts, open space districts, and open space authorities to create, expand, or restore parks (\$5 million for projects in units of the state park system managed by non-profit organizations)
- \$40 million for grants to local agencies that have approved local park revenue measures

State Parks, Natural & Cultural Legacy

- \$218 million for existing state parks and improving public access to parks
 - o \$10 million for state parks enterprise projects
 - o \$5 million for local agencies that operate a unit of the state park system
 - o \$18 million for fairground facility improvements
 - o \$30 million for low cost coastal accommodations
 - o \$25 million for state parks natural resource projects

Trails & Greenway

- \$30 million for non-motorized infrastructure development and access improvements competitive grants (up to 25% for innovation transportation programs that expand outdoor experiences to disadvantaged youth)

Rural Recreation, Tourism, & Economic Enrichment

- \$25 million for competitive grants to non-urbanized areas

Rivers, Creeks, & Waterways

- \$162 million for river parkways and urban streams restoration
 - o \$37.5 million to Santa Monica Mountains Conservancy
 - o \$37.5 million for San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
 - o \$16 million for the Santa Ana Conservancy Program
 - o \$10 million to the Lower American River Conservancy Program
 - o \$3 million for the Los Gatos Creek and Guadalupe River
 - o \$3 million for the Russian River
 - o \$10 million for parkway along the Santa Margarita River
 - o \$5 million for Clear Lake
 - o \$10 million for the River Parkway Act of 2004
 - o \$10 million for Urban Streams Restoration Program to the Department of Water Resources
 - o \$20 million for parkway along the Los Angeles River

Ocean & Coastal Protection

- \$175 million for coastal and ocean resource protection
 - o \$35 million for grants to protect ocean and coastal ecosystems
 - o \$30 million for low cost coastal accommodations
 - o \$85 million for protection of beaches, bays, wetlands, & coastal watersheds
 - o \$20 million for coastal forest watershed health
 - o \$5 million for estuarine lagoons and coastal wildlife areas

Groundwater Sustainability

- \$80 million for groundwater cleanup

Clean Drinking Water and Drought Preparedness

- \$250 million for clean and safe drinking water

Conservancies & Wildlife

- \$30 million for projects that implement the Salton Sea Management Program
- \$180 million to state conservancies
 - o \$6 million to Baldwin Hills Conservancy
 - o \$27 million to California Tahoe Conservancy
 - o \$7 million to Coachella Mountains Conservancy
 - o \$12 million for Sacramento-San Joaquin Delta Conservancy
 - o \$12 million to San Diego River Conservancy
 - o \$30 million to Lower Los Angeles River and Mountains Conservancy
 - o \$6 million to San Joaquin River Conservancy
 - o \$30 million to Santa Monica Mountains Conservancy
 - o \$30 million to Sierra Nevada Conservancy
 - o \$20 million to State Coastal Conservancy
- \$137 million to the Wildlife Conservation Board, including \$5 million for regional conservation investment strategies, \$52 million for Natural Community Conservation Plan projects, and up to \$10 million to the UC Natural Reserve System
- \$200 million for voluntary settlement agreements
- \$50 million for Dept. of Fish & Wildlife deferred maintenance
- \$170 million to the California Natural Resources Agency for Salton Sea

Climate Preparedness & Habitat Resiliency

- \$18 million for wildlife & natural systems conservation direct expenditures and grants
- \$30 million to remove barriers to between habitat areas and increase connectivity, including \$10 million for the California Waterfowl Habitat Program
- \$25 million to restore rivers and streams in support of fisheries and wildlife, including \$5 million for salmon and steelhead projects in Klamath-Trinity watershed
- \$60 million to improve wildlife & fish passage, including \$30 million for Southern California Steelhead habitat
- \$60 million for upper watersheds protection in the Sierra Nevada and Cascades
- \$30 million to improve conditions for fish and wildlife in streams
- \$40 million for grants to assist coastal communities and fisheries with climate change adaptation, with 35% to the SF Bay Area Conservancy Program, and 12% to the West Coyote Hills Program
- \$30 million for innovative farm practices that improve climate resilience
- \$50 million for forest restoration & fire protection including hazardous fuel load reduction and management for wildfire and climate change, with at least 30% for urban forestry projects
- \$40 million to state and local conservation corps for restoration & protection projects and equipment
- \$60 million to restore natural, cultural, ethnic, and community resources, and convert fossil fuel plants to green space, with \$20 million of this amount for multi-benefit "green infrastructure" benefiting disadvantaged communities

Flood Protection and Repair

- \$550 million for flood protection and repair, including \$350 million for flood protection, \$100 million for stormwater, mudslide, and other flood-related protections, and \$100 million for urban multibenefit flood projects

Regional Water Sustainability

- \$290 million for regional water sustainability, including \$50 million for groundwater sustainability planning
- \$100 million for water recycling, including \$20 million for agricultural operations to implement irrigation systems that save water