



Livermore Area
Recreation and Park District
An independent special district

LIVERMORE AREA RECREATION AND PARK DISTRICT

DRAFT MINUTES

WEDNESDAY, APRIL 24, 2019

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

REGULAR MEETING

7:00 P.M.

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

DIRECTORS ABSENT: Director Pierpont

STAFF MEMBERS PRESENT: Patricia Lord, Alexandra Ikeda, Jeffrey Schneider,
Linda VanBuskirk, Vicki Wiedenfeld, Angie Solbeck, Monica
Streeter

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

Chair Furst called the meeting to order at 6:57 p.m. All Directors were present, except Director Pierpont. Chair Furst led the Salute to the Flag.

2. PUBLIC COMMENT: None.

3. PRESENTATION

3.1 SPORTS AND FITNESS PROGRAM – *BUILDING A HEALTHIER COMMUNITY*

The Board received a presentation on *Building a Healthier Community* from Alexandra Ikeda, Department Manager – Recreation and Vicki Wiedenfeld, Recreation Supervisor.

Board members thanked Ms. Ikeda and Ms. Wiedenfeld for the presentation, stating they hope the public will come and take advantage of LARPD's many sports and fitness programs offered.

4. CONSENT ITEMS

4.1 Minutes of the Regular Board Meeting of April 10, 2019

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

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

5. DISCUSSION AND ACTION ITEMS

5.1 REVISIONS TO DISTRICT RECORDS RETENTION AND DESTRUCTION SCHEDULE

Chair Furst stated the Board would consider approving revisions to the District's Records Retention and Destruction Schedule.

AGM Lord presented the staff report, and thanked Angie Solbeck, who has been instrumental in working the District's Records Retention and Destruction Policy, Program, and Schedule. Ms. Solbeck responded to Board questions regarding digital records vs. hard copies kept, staff time involved, and the amount of time of keeping sign-in forms for required trainings.

Chair Furst asked for public comment. No public comments were received.

Moved by Director Faltings, seconded by Director Palajac, adopted Resolution No. 2659, approving revisions to the District's Records Retention and Destruction Schedule, by the following roll call vote:

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

5.2 REVISIONS TO HIRING PROCESS – DISTRICT NOTICE 0004

Chair Furst stated the Board would consider approving revisions to the process for hiring employees of the District.

Administrative Services Manager Jeffrey Schneider presented the staff report, which included background information on the District Notice 0004 Hiring Process, and highlighted proposed changes made specifically to HR policies in order to expedite the hiring process.

Director Palajac confirmed that this item was recently presented to the Personnel Committee at its April 11, 2019 meeting, where ASM Schneider responded to questions from the Committee at that time.

Chair Furst asked for public comment. No public comments were received.

Moved by Director Wilson, seconded by Director Palajac, adopted Resolution No. 2660, approving revisions to the process for hiring employees of the District, by the following roll call vote:

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

6. INFORMATIONAL ITEMS (No Action Required)

None.

7. COMMITTEE REPORTS

- 1) Director Faltings reported on the April 18, 2019 Facilities Committee meeting. Meeting minutes were included in the agenda packet.
- 2) Director Faltings reported on the April 16, 2019 Program Committee meeting. Meeting minutes were included in the agenda packet.
- 3) Director Faltings reported on the April 15, 2019 LARPD Foundation meeting. She announced that a new Foundation member will be introduced to the Board, and the annual report to the Board from the LARPD Foundation will be given at either a May or June board meeting.
- 4) Director Palajac reported on the April 11, 2019 Personnel Committee meeting.
- 5) Director Palajac reported on the April 16, 2019 Livermore Downtown, Inc. meeting.
- 6) Director Wilson reported on the April 16, 2019 Community Gardens meeting.
- 7) Director Wilson reported on the April 17, 2019 Youth in Government Day at the City of Livermore, which she attended along with AGM Lord and Stacey Kenison, Marketing and Operations Supervisor.
- 8) Director Faltings reported on the Program Committee, which focused on a change in the District's Volunteer Appreciation event. All volunteers will be invited to this event, which is tentatively scheduled for the first week in October.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- 1) Director Wilson announced that she and AGM Lord attended a CSDA District 3 (East Bay) event or roundtable discussion on Cultural Arts in Recreation.
- 2) Director Faltings announced the Ravenswood Victorian Tea is coming up on Sunday, May 5th. A few tables are still remaining. Reservations can be made by calling (925) 443-0238, or by picking up a form at the front counter of the RLCC. Come enjoy a traditional English high tea!
- 3) Chair Furst reported on a recent V-O-Cal project he worked on along with approximately 80 other volunteers between April 19-21 at Sycamore Grove Park. V-O-Cal stands for Volunteers for Outdoor California. They partnered with LARPD to install a half mile of new trail to an overlook above the Arroyo Valle / Arroyo Road Staging Area property.
- 4) Chair Furst reported on the Living Arroyos 100th Volunteer Workday & Appreciation Event, held on Saturday April 20th. Living Arroyos is a collaboration of partner organizations including LARPD, Zone 7 Water Agency, the City of Pleasanton and City of Livermore. Together volunteers helped plant over 150 trees and bushes along the arroyos. He commended LARPD staff for an excellent job setting up, including a luncheon.

9. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

AGM Lord made the following announcements:

- 1) The Draft Initial Study/Mitigated Negative Declaration for the Zone 7 Trail Project also known as the Patterson Ranch Trail is now open for the environmental review period. The CEQA public review period runs April 24th through May 24th. We want to invite the public to review this document, which is available on our web site, or a hard copy is available at the front counter here at the Robert Livermore Community Center. Other copies are available at the public library.
- 2) Community Service Day is coming up on Saturday, May 4th beginning at 8:00 a.m. until 1:00 p.m. This is a fantastic collaboration between the city of Livermore, the school district, LARPD, the Livermore Rotary and numerous volunteer groups. Registration is available on the LARPD website.

- 3) In response to a question from Chair Furst regarding an update from the Tri-Valley Conservancy regarding the bridge going in at Sycamore Grove Park, AGM Lord replied that Executive Director Laura Mercier plans to bring a presentation to the LARPD Board soon at a future meeting.

10. **OPEN SESSION DISCLOSURE REGARDING CLOSED SESSION ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54957.7**
Chair Furst announced the Board would adjourn to Closed Session pursuant to item 11 listed below. Open Session was adjourned at 7:54 p.m.

11. **CLOSED SESSION**
11.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) – one potential case

12. **RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTION 54957.1**
The Board came out of Closed Session at 8:58 p.m. and Chair Furst announced that no reportable actions had been taken in Closed Session.

13. **ADJOURNMENT**
The meeting was adjourned at 8:59 p.m.

APPROVED,

David Furst
Chair, Board of Directors

ATTEST:

Mathew Fuzie
General Manager and
Ex-officio Clerk to the Board of Directors