

Livermore Area Recreation and Park District

Staff Report

TO: Chair Furst and Board of Directors

FROM: Mathew Fuzie, General Manager

PREPARED BY: Patricia Lord, Assistant General Manager
Linda VanBuskirk, Assistant to the General Manager

DATE: June 12, 2019

SUBJECT: Board Member Compensation and Revisions to Policy 4030

COMMITTEE: Reviewed by the Finance Committee on April 25, 2019

SUBJECT: That the Board consider adopting Resolution No. ____, designating the compensation for Board of Directors, with revisions to Livermore Area Recreation and Park District Board Policy Number 4030 for Remuneration and Reimbursement and revisions to Appendix A, Compensation Guidelines for the Board of Directors.

BACKGROUND: Members of the Board of Directors may receive monthly compensation, the amount of which shall be established by the Board in the Annual Salary Resolution, in accordance with the limits and conditions set forth in Section 5784.15 of the Public Resources Code (PRC) and LARPD Board Policy Manual, Policy No. 4030, “Remuneration and Reimbursement” (see Attachment A). Compensation Guidelines for the Board of Directors of LARPD are described in Appendix A of the Policy Manual of the Board of Directors (see Attachment B).

On August 20, 2018, the Governor signed AB 2329 (Oberholte), which amends the enabling legislation of special districts to increase the maximum of monthly compensation of board members for attending meetings. The districts affected include recreation and park districts. In expanding the board compensation authority of these districts, AB 2329 brings them into conformity with the authority granted to other types of districts, such as municipal water districts.

Prior to 2019, recreation and park districts have had the authority to compensate their board members for attending meetings at a rate of up to \$100 per meeting and up to a maximum of \$500 per month. Public Resources Code section 5784.15, which became effective January 1, 2019, allows park and recreation districts to compensate its board members at a rate of up to \$100 per meeting, and up to a maximum of \$600 per month.

The following chart summarizes the changes and available authority:

District Type/ Enabling Legislation	Previous Maximum Compensation	New Maximum Compensation
Recreation and Park Districts Public Resources Code Section 5784.15	Up to \$100 per meeting, not to exceed \$500 per month	\$100 per meeting for up to six meetings; special findings required for more than five meetings

If Livermore Area Recreation and Park District compensates its members for more than five meetings in a calendar month, then it is required to adopt a written policy supported by substantial evidence that explains why more than five meetings per month are necessary for the effective operation of the District. LARPD has a long-standing record of each board member typically attending more than five meetings per month that qualify for compensation. As described in PRC 5784.15, a “meeting” of the board of directors includes, but is not limited to “regular meetings, special meetings, closed sessions, emergency meetings, board field trips, district public hearings, or meetings of a committee of the board” (see Attachment C, 2019 Board Meeting Schedule/2019, Committee Appointments/June 2019 LARPD, and Board/Committee/Community Outreach/Event Schedule).

The 2019 change to the law increased allowable monthly compensation from \$500 to \$600 per board member with adoption of a written policy contained in revisions to Policy 4030 for Remuneration and Reimbursement (see Attachment D). Currently, LARPD Board members are compensated at a rate of \$100 per regular board meeting and \$75 per committee meeting or event at which the board members are officially representing LARPD. If approved, the rate of \$100 per meeting would apply to meetings as defined in PRC section 5784.15; it does not allow a flat stipend to be given. Recommended revisions to Compensation Guidelines for the Board of Directors are outlined in Appendix A (see Attachment E). The board of directors may, by resolution, establish that the members receive compensation not to exceed \$100 for attending each meeting of the board, with the monthly maximum of \$600 (see Attachment F – Draft Resolution Designating the Compensation for Board Members).

FISCAL IMPACT: The maximum compensation expenditure of \$30,000 annually (five board members @ \$500 per member per month for 12 months) would increase to \$36,000 annually (five board members @ \$600 per member per month for 12 months). The fiscal impact to the District would be an increase of \$6,000 annually.

ATTACHMENTS:

- A. Board Policy Number 4030, Remuneration and Reimbursement
- B. Appendix A, Compensation Guidelines for the Board of Directors of the Livermore Area Recreation and Park District
- C. 2019 Board Meeting Schedule/2019, Committee Appointments/June 2019 LARPD, and Board/Committee/Community Outreach/Event Schedule
- D. Board Policy Number 4030 with recommended changes in Track Changes format
- E. Appendix A, Compensation Guidelines for the Board of Directors of the Livermore Area Recreation and Park District with recommended changes in Track Changes format
- F. Draft Resolution Designating the Compensation for Board Members

LIVERMORE AREA RECREATION AND PARK DISTRICT BOARD POLICY MANUAL

POLICY TITLE: Remuneration and Reimbursement
POLICY NUMBER: 4030

1. Members of the Board of Directors may receive monthly compensation, the amount of which shall be established by the Board in the Annual Salary Resolution.
 - a. Any monthly compensation shall be established in accordance with the limits and conditions set forth in Section 5784.15 of the Public Resources Code.
 - b. Compensation guidelines for the members of the Board of Directors are set forth in Appendix A.
2. Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official business of the Board when so authorized in accordance with Policy #4090.
 - a. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of the vehicle usage.
3. The Board of Directors may, at its discretion, establish health and welfare benefits for members of the Board.

APPENDIX A
COMPENSATION GUIDELINES
FOR THE
BOARD OF DIRECTORS
OF THE
LIVERMORE AREA RECREATION AND PARK DISTRICT

QUALIFIES:

1. Board meetings.
2. Board committee meetings.
3. Attendance at meetings and events at which the Directors are officially representing LARPD.
4. Participation in meetings/activities associated with Directors representing the District and serving on the Board/Commission of other organizations associated with the interests of the District (e.g., CARPD, CAPRI, CSDA, etc.).

DOES NOT QUALIFY:

1. Attendance at conferences (when receiving District per diem).
2. Individual meetings with staff members.
3. Meetings with individuals or groups that want to talk over something with which they are concerned, prior to it being assigned to a Board committee.
4. Unofficial attendance at groundbreaking/dedications other than LARPD's.



Livermore Area
Recreation & Park District
An independent special district

Livermore Area Recreation & Park District

2019 Board Meeting Schedule

Adopted December 12, 2018

Meetings are held in the Cresta Blanca Room at the Robert Livermore Community Center, 4444 East Ave., Livermore (exceptions are noted).

Regular Board Meetings

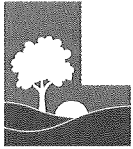
Jan. 9
 Jan. 30
 Feb. 13
 Feb. 27
 March 13
 March 27
 April 10 CSDA Special District Leadership Academy is April 7-10
 April 24 CA Trails & Greenways Conference is April 23-25
 May 8
 May 29
 June 12
 June 26
 July 10 CSDA Special District Leadership Academy is July 7-10
 July 31
 Aug. 14
 Aug. 28
 Sept. 11
 Sept. 25 NRPA Annual Congress is Sept. 24-26; CSDA Annual Conference is Sept. 25-28
 Oct. 10
 Oct. 30
 Nov. 13
 Dec. 11

Public Meetings in Parks – Location TBD

Wed., July 24 6:00 PM
 Wed., Aug. 21 6:00 PM
 Wed., Sept. 18 6:00 PM

2019 Trainings/Conferences

CPRS Annual Conference	March 19-22, 2019	Sacramento, CA
CSDA Special District Leadership Academy	April 7-10, 2019	San Deigo, CA
CA Trails & Greenways	April 23-25, 2019	San Diego, CA
CSDA Legislative Days	May 21-22, 2019	Sacramento, CA
CARPD Annual Conference	May 22-24, 2019	So. Lake Tahoe, CA
CSDA Special District Leadership Academy	July 7-10, 2019	Napa Valley, CA
CSDA Annual Conference	Sept. 25-28, 2019	Anaheim, CA
NRPA Annual Congress	Sept. 24-26, 2019	Baltimore, MD



2019 Committee Appointments

Adopted January 9, 2019

Standing Committees

Facilities

Chair – Pierpont
Member – Wilson

Alternate – Faltings

Finance

Chair – Palajac
Member – Faltings

Alternate – Furst

Intergovernmental:

LARPD/City/LVJUSD

Chair – Furst
Member – Palajac

Alternate – Pierpont

LARPD/EBRPD

Chair – Furst
Member – Palajac

Alternate – Wilson

Personnel

Chair – Palajac
Member – Furst

Alternate – Wilson

Program

Chair – Faltings
Member – Furst

Alternate – Pierpont

Ad Hoc Committees

GM Evaluation Ad Hoc Committee

Chair – Palajac
Member – Furst

Alternate – Wilson

Community Outreach Liaison

Alameda Co. Special Districts Association – Faltings	Alternate – Furst
Chamber of Commerce Business Alliance – Furst	Alternate – Palajac
Community Gardens – Wilson	Alternate – Faltings
ESS/Parent Advisory Committee – Pierpont	Alternate – Faltings
LARPD Foundation – Faltings	Alternate – Pierpont
Livermore Cultural Arts Council – Wilson	Alternate – Palajac
Livermore Downtown, Inc. – Palajac	Alternate – Pierpont
Ravenswood Progress League – Pierpont	Alternate – Wilson

June 2019

LARPD Board/Committee/Community Outreach/Event Schedule

<u>DATE/DAY</u>	<u>MEETING/TIME/PLACE</u>	<u>DIRECTORS</u>
June 5 Wednesday	Chamber of Comm. Business Alliance, 7:30 AM Hawthorn Suites	Furst
June 5 Wednesday	Livermore Cultural Arts Council, 7:30 PM RLCC	Wilson
June 8-9 Sat/Sun	Rodeo Robertson Park	All
June 11 Tuesday	Program Committee, 3:30 PM RLCC West Wing	Faltings/Furst
June 12 Wednesday	Budget Workshop, 5:30 PM RLCC Larkspur Room	All
June 12 Wednesday	Board Meeting, 7:00 PM RLCC Larkspur Room	All
June 13 Thursday	Intergovernmental Committee, 7:30 AM RLCC Sycamore Room	Furst/Palajac
June 13 Thursday	Personnel Committee, 2:00 PM RLCC West Wing	Palajac/Furst
June 18 Tuesday	Livermore Downtown, 7:30 AM The Switch	Palajac
June 20 Thursday	Facilities Committee, 4:00 PM RLCC West Wing	Pierpont/Wilson
June 26 Wednesday	Board Meeting, 7:00 PM RLCC Cresta Blanca Ballroom	All
June 27 Thursday	Finance Committee, 3:30 PM RLCC West Wing	Palajac/Faltings
June 22-29	Mat will be on vacation	

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POLICY NUMBER: 4030

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 - a. Any monthly compensation shall be established in accordance with the limits and conditions set forth in Section 5784.15 of the Public Resources Code.
 - b. Compensation guidelines for the members of the Board of Directors are set forth in Appendix A.
2. Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official business of the Board when so authorized in accordance with Policy #4090.
 - a. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of the vehicle usage.
3. The Board of Directors may, at its discretion, establish health and welfare benefits for members of the Board.

APPENDIX A
COMPENSATION GUIDELINES
FOR THE
BOARD OF DIRECTORS
OF THE
LIVERMORE AREA RECREATION AND PARK DISTRICT

QUALIFIES FOR MEETING COMPENSATION:

1. ~~1.~~ Regular Board meetings.
2. Special meetings.
3. Closed session meetings.
4. Emergency meetings
5. Board field trips.
6. District public hearings.
7. Meetings of a committee of the board.
- ~~2.~~ ~~Board committee meetings.~~
- ~~3.~~ Attendance at meetings ~~and events~~ at which the Directors are officially representing LARPD.
9. Attendance at special or social events at which the Directors are officially representing LARPD, such as: accepting or presenting an award on behalf of the District, making a speech or giving a presentation while representing LARPD
- ~~4.~~ ~~10.~~ Participation in meetings/activities associated with Directors rRepresenting the District and serving on the Board/Commission of other organizations associated with the interests of the District (e.g., CARPD, CAPRI, CSDA, etc.).
11. Regular meetings with General Manager on District business.

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DOES NOT QUALIFY FOR MEETING COMPENSATION:

1. Attendance at conferences (when receiving District per diem).
2. Individual meetings with staff members.
3. Meetings with individuals or groups ~~that who~~ want to ~~talk over~~discuss something with which they are concerned, prior to it being assigned to a Board committee.
4. Unofficial attendance at groundbreaking/dedications for organizations other than ~~LARPD's~~ LARPD.
5. Unofficial attendance at social events (when receiving District compensation, e.g. meal, or ticket to event).

**THE BOARD OF DIRECTORS
OF THE
LIVERMORE AREA RECREATION AND PARK DISTRICT**

RESOLUTION NO. ____

**A RESOLUTION DESIGNATING THE COMPENSATION
FOR BOARD MEMBERS DURING FISCAL YEAR 2019-2020**

WHEREAS, it is necessary to designate the compensation for board members of the Livermore Area Recreation and Park District during the Fiscal Year 2019-2020;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors as the governing body of said District hereby resolves as follows:

SECTION I

This resolution shall be known as the “Compensation for Board Members” of the Livermore Area Recreation and Park District effective July 1, 2019.

SECTION II

The compensation of the Board of Directors of the Livermore Area Recreation and Park District for the Fiscal Year 2019-20 is hereby fixed and set forth in the following schedule and in Attachment A of this Resolution, to wit:

CLASSIFICATION NUMBER/POSITION	COMPENSATION
0005 Board of Directors	\$100 for each regular or special Board meeting and for any other qualifying meeting. Not to exceed \$600 in any calendar month.

ON MOTION of Director Palajac, seconded by Chair Faltings, the foregoing resolution was passed and adopted this 12th day of June, 2019, by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved this 12th day of June, 2019,

David Furst
Chair, Board of Directors

ATTEST:

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