



Livermore Area
Recreation and Park District
An independent special district

LIVERMORE AREA RECREATION AND PARK DISTRICT
REGULAR MEETING of the BOARD OF DIRECTORS
DRAFT MINUTES

WEDNESDAY, JANUARY 8, 2020

7:00 P.M.

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

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

DIRECTORS ABSENT: Director Furst

STAFF MEMBERS PRESENT: Mathew Fuzie, Patricia Lord, Jeffrey Schneider, Stacey Kenison, Michelle Newbould, Linda VanBuskirk, Monica Streeter

1. **CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE:**
Chair Palajac called the meeting to order at 7:00 p.m. All Directors were present, except Director Furst. Chair Palajac led the Pledge of Allegiance.
2. **PUBLIC COMMENT:** None.
3. **PRESENTATION**
 - 3.1 **DISTRICT-WIDE SPECIAL EVENTS**
The Board received a PowerPoint presentation by Stacey Kenison, Marketing and Public Information Officer, which highlighted a Year in Review of 2019 Special Events - "Making Memories and Changing Lives." She showcased 16 special events held in over five facilities, utilizing over 50 volunteers, all providing many happy, smiling faces throughout our community.

Board members expressed excitement about upcoming events, and thanked Ms. Kenison for showcasing LARPD's wonderful special events.

4. CONSENT ITEMS (Motion)

- 4.1 Approval of the Minutes of the Regular Board Meeting of December 11, 2019
- 4.2 General Manager’s Monthly Report – January 2020

Director Wilson asked to pull item 4.2 to address a question she had on page 8 of the General Manager’s Monthly Report. Item number 4 Shade Structures states that “Four new shade structures were installed during FY 2018/19.”

Director Wilson asked where these shade structures were installed. CIP Administrative Assistant, Michelle Newbould, responded that shade structures were added at Bothwell Park, Robertson Park, and Henry Maitland Park.

- Staff to confirm the final park location and supply Director Wilson with a list of areas with new shade structures.

Director Faltings moved to approve the Consent Agenda, as amended, and Director Pierpont seconded the motion. The Consent Agenda was approved by the following voice vote:

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

5. DISCUSSION AND ACTION ITEMS

5.1 CAPITAL IMPROVEMENT PROGRAM (CIP): RECOMMENDED PROJECT CLOSURES

Chair Palajac stated the Board would consider accepting the Recommended CIP Project Closures as complete, and authorize the General Manager to file a Notice of Completion with Alameda County.

GM Fuzie introduced Administrative Services Manager Jeffrey Schneider who presented a very positive staff report to the Board. Staff asked for Board acceptance of the closure of the projects listed in Table 1 of the staff report, and to authorize the General Manager and Staff to submit Notices of Completion for the five projects for which notices are required. As shown in Table 1 of the staff report, Life to Date Spend was \$14,049,829, which was 5% favorable to those budgets in total. He recognized team members who were instrumental in managing these projects to completion, on time, and with very minor exceptions, under budget.

Director questions/comments included: appreciation for receiving the information on completed projects; appreciation for staff and associates that worked on these projects to bring them to completion on time and under budget; how does the number in the column Total Project Budget relate to the number we started with?

No public comment.

Moved by Director Pierpont, seconded by Director Wilson, adopted Resolution No. 2680, accepting the following projects as complete:

- 446-SG Extension-Arroyo Del Valle Trail Bridge Connection;
- 432-Camp Shelly;
- 729E-MaxBaer Lighting;
- 905-Bill Payne Park Master Plan;
- 442-RLCC Aquatics Center Renovation;
- 720-Robertson Park Synthetic Turf;
- 806-Altamont Creek Park Playground;
- 729D-Energy Efficiency Measures;
- 209-Ravenswood Upgrade;
- 327-Jane Addams Playground;
- 508-May Nissen Playground;
- 426-Big Trees Playground;
- 706-Pleasure Island Playground

and authorizing the General Manager to file a Notice of Completion with Alameda County for the five projects that have contractual language requiring it: Project 442-RLCC Aquatics Center Renovation; 327-Jane Addams Playground; 508-May Nissen Playground; 426-Big Trees Playground; and 706-Pleasure Island Playground, by the following roll call vote:

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

5.2 DISCUSSION ON SUPPORT OF 2020 CENSUS

GM Fuzie reported that at the last Intergovernmental Liaison Committee meeting, the 2020 Census was discussed. Out of that discussion came a suggestion to support the census and its development by gathering information within the community. Since LARPD interacts with and provides services for a great variety of ages and ethnicities in this community, LARPD may be in a good position to work with the City of Livermore and the Livermore Valley Joint Unified School District to support the Census Bureau via a joint proclamation. He asked where the Board would like to direct staff in this endeavor.

Board questions/comments included: the importance of getting an accurate count; providing staff training on engaging the public to participate; amenable to a joint resolution with the City and LVJUSD or our own; offering LARPD sites and services. Board consensus was in favor of supporting the 2020 Census.

No public comment.

Chair Palajac then directed staff to check in with the school district on its proclamation and then bring something back to the Board to consider approving that. GM Fuzie stated he will continue to work with the District's partners on joint

efforts and confirmed that LARPD independently is in support of doing whatever we can within our means to support the gathering of accurate information. Staff will work on a District resolution and will report back on requests that come to us as a community center.

5.3 2020 COMMITTEE APPOINTMENTS

Chair Palajac announced the 2020 board committee appointments which were included in the board agenda packet and made available to the public.

5.4 DIRECTOR ATTENDANCE AT 2020 CONFERENCES

Chair Palajac stated the Board would review a list of 2020 conferences and discuss their desire to attend. GM Fuzie stated this item was presented in order to anticipate Board attendance and gather information so that staff may be of assistance regarding scheduling, registration and travel arrangements. Board members then expressed their interest in attending the listed conferences.

6. COMMITTEE REPORTS

- a) Director Faltings reported on the January 8, 2020 Alameda County Special Districts Association (ACSDA) chapter meeting, which was hosted by the Alameda County Mosquito Abatement District in Hayward. The 2020 ACSDA meeting schedule is now available. She encouraged the other board members to attend these interesting meetings.
 - Would like the speaker at this meeting to come to LARPD to give a class on the topic of ongoing restoration of salt ponds around the bay.
 - Mark your calendars for the CSDA Annual Dinner Meeting, to be held on Thursday, March 26, 2020 at Wedgewood at Redwood Canyon Golf Course in Castro Valley.
- b) Director Pierpont reported on the December 18, 2019 Facilities Committee meeting.
- c) Director Wilson reported that due to the New Year's holiday, there was no Livermore Cultural Arts Council meeting in January.
- d) Chair Palajac reported there was not a December meeting of the Livermore Downtown, Inc. due to a lack of quorum. There was a meeting, out of sequence, on January 7, 2020 in order to approve their 2020 budget and to introduce the new board. Director Pierpont will be on their board in 2020.
- e) Chair Palajac reported that she and Director Furst both attended a meeting of the LARPD Personnel Commission on January 7, 2020. An ad hoc committee has been created to look at the roles and responsibilities of the Personnel Commission. The documents that support their duties are old, some dating back to the 60s and 70s, and will be updated at the committee level before bringing back to the Board. She encouraged the other board members to attend one of these Personnel Commission meetings in the future. They are held the first Tuesday of each month at 7:00 p.m.
 - The Livermore Area Recreation and Park District (LARPD) Board of Directors is seeking applicants to serve on the Personnel Commission and is accepting applications. Personnel Commissioners are appointed by the Board to four-year terms. Anyone interested is encouraged to visit the LARPD website where you will find more information on the Personnel Commission page.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

Director Faltings stated that while she was working in the LARPD booth at the Dogtoberfest event, many people requested a list of dog parks. She also mentioned that she has noticed requests on social media for information regarding dog parks for small dogs. LARPD has seven dogs parks, four of those have areas split for large and small dogs. She asked that staff generate a list of dog parks and post it on the LARPD website.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- 1) In January, LARPD will start a new Leadership Academy, to be held one day a month for three months. Twenty employees will attend the classes, primarily to learn about leadership and supervisory practices. In addition to this, LARPD will work with its Open Space consultant who is a specialist in training, having served as the Department of Parks and Recreation Training Officer, to develop long-term training goals for its employees.
- 2) On January 15, LARPD will receive delivery of the new Wetmore Ranger Station. This will be a temporary station, until plans for a permanent station are evaluated and developed.
- 3) GM Fuzie will be meeting this week with Livermore's City Manager regarding assets that LARPD and the City cooperate on to set goals and prioritize for future needs.
- 4) LARPD's own Assistant General Manager, Patricia Lord, will be a featured speaker at the next Livermore Chamber of Commerce Business Alliance meeting. She will be speaking on LARPD as a special district, who we are and what we do.

9. ADJOURNMENT: The meeting was adjourned at 8:02 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

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