



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, JUNE 24, 2020

2:00 P.M.

**ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA
And via Zoom teleconference**

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

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Mat Fuzie, Patricia Lord, Jeffrey Schneider, Jill Kirk, Fred Haldeman, Allie Ikeda, David Weisgerber, Joseph Benjamin, Jessie Masingale, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Megan O'Connor, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Sandra Kaya, Stacey Kenison, Vicki Wiedenfeld, Rod Attebery

MEMBERS OF THE PUBLIC: None

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

Chair Palajac called the meeting to order at 2:01 p.m. All Directors were present. Chair Palajac led the Pledge of Allegiance

2. PUBLIC COMMENT: There were no public comments.

3. CONSENT ITEMS (Motion)

- 3.1 Approval of the Minutes of the Special Board Meeting:
Budget Workshop of June 9, 2020
- 3.2 Approval of the Minutes of the Special Board Meeting of June 9, 2020

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

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

4. DISCUSSION AND ACTION ITEMS

4.1 PUBLIC HEARING: AMENDMENT TO ORDINANCE NO. 8 – DISTRICT RULES AND REGULATIONS

The Board reviewed and considered an amendment to Ordinance No. 8 – District Rules and Regulations. Assistant General Manager Patricia Lord presented the staff report which highlighted the need to amend the District’s Ordinance No. 8 – Rules & Regulations governing conduct on use of parks and other district facilities at Chapter 300-Access: Section 301(a) Section 301-Hours of Operation. She explained that current hours of operation have raised concerns over safety, vandalism and unwanted activities with park use after dark and inconsistent practices within the park system. The proposed amendment states that **hours of operation shall be Sunrise to one half (1/2) hour after Sunset, except for lighted sports facilities that are permitted for use up until 10:30 PM.**

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Faltings, seconded by Director Pierpont, adopted Resolution No. 2691, approving amended Ordinance No. 8 – Rules and Regulations Governing Conduct on Use of Parks and Other District Facilities, by the following roll call vote:

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

4.2 SALARY AND BENEFIT RESOLUTION FOR FISCAL YEAR 2020-21

The Board reviewed and considered approving employee salary and benefit levels for the Fiscal Year 2020-21, effective July 1, 2020. Administrative Services Manager Jeffrey Schneider discussed the list of recommended salary and benefit proposals and reported that the Staff recommendations were reviewed with the Personnel Commission and during preliminary budget review with the full Board on June 9, 2020. The Personnel Committee further reviewed the information at its June 11, 2020 meeting, as well as the Finance Committee at its June 15, 2020 meeting.

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Wilson, seconded by Director Furst, adopted Resolution No. 2692, approving employee salary and benefit levels for the Fiscal Year 2020-21, effective July 1, 2020, by the following roll call vote:

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

ABSENT: None

4.3 RENEW SPECIAL TAX 97-1 AND SET THE NEW RATE FOR FISCAL YEAR 2020-21

The Board reviewed and considered approving a resolution to renew Special Tax 9701 and set the Equivalent Dwelling Unit (EDU) rate at \$36.45 for FY 2020-21. ASM Schneider presented the staff report and requested that the Board recommend approval of a 2% increase, the maximum allowed by the related legislation, which amounts to approximately \$31,900 per year in revenue, and is meant to cover maintenance costs in support of park operations.

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Furst, seconded by Director Faltings, adopted Resolution No. 2693, authorizing renewal of Special Tax 97-1 and setting the Equivalent Dwelling Unit (EDU) rate at \$36.45 for FY 2020-21, by the following roll call vote:

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

4.4 PUBLIC HEARING: FISCAL YEAR 2020-21 FINAL OPERATING BUDGET

The Board reviewed and considered approving the Final Operating Budget for Fiscal Year 2020-21. ASM Schneider present the staff report, stating that the Final Operating Budget is identical to what was presented to the Board during the Budget Workshop on June 9, 2020 and the Board Meeting on June 9, 2020. His presentation highlighted a conservative plan on the revenue line and on salary and benefits expense lines. Staff recommends approval of the Final Operating Budget, though it requires the use of \$353K of reserves to balance the budget. It is also recommended that an Ad Hoc Committee be established to research opportunities within the District to find ways to mitigate the need for use of reserves; and to establish a quarterly forecast process for financial projections due to all the uncertainty entering into this fiscal year.

Chair Palajac stated that Items 4.4 and 4.5 will be recommended together. She, along with other Board Members, commended all staff for their efforts in creating these fiscal year budgets.

Director questions/comments included: District-wide Key Assumptions on page 5 of the staff report at #8 in regards to continuing the District's 457 match (4% of employee salaries) amounts to approximately \$90,000 per year. Has there been discussion to eliminate this for a year? – *This is part of a larger discussion that will be deferred to the Ad Hoc Committee.* On page 6 of Key Assumptions, at #10c – where is the money for the Mitchell Buildings coming from? – *Cash flow schedules assume it is coming from the General Fund. Conversations with the City are taking place to consider use of AB1600 funds for the project.* On page 8 of Key Assumptions at #5 in regards to Continued Community Services, does the District make money or lose money on these senior trips? - *The District will at least break*

even, not lose money on these trips. A significant amount of work has been done in reviewing these budgets at Committee level and Budget Workshop level. Board members expressed appreciation for the level of thoroughness reflected in the financial schedules and the budgeting process.

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Faltings, seconded by Director Pierpont, adopted Resolution No. 2694, adopting the Final Operating Budget for Fiscal Years 2020-21, by the following roll call vote:

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

4.5 PUBLIC HEARING: FISCAL YEARS 2020-23 FINAL CAPITAL IMPROVEMENT PLAN BUDGET

[As mentioned in Item 4.4 above, Chair Palajac stated that Items 4.4 and 4.5 should be taken together. The items were both discussed during the presentation this evening by ASM Schneider and at the previously held Special Meeting: Board Budget Workshop and Board Meeting on June 9, 2020.]

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Faltings, seconded by Director Pierpont, adopted Resolution No. 2695, adopting the Final Capital Improvement Plan Budget for Fiscal Years 2020-23, by the following roll call vote:

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

- Chair Palajac announced that she will create an Ad Hoc Committee made up of Committee member Jan Palajac and Philip Pierpont. The purpose of the Ad Hoc Committee will be to research opportunities within the District to find ways to mitigate the need for use of reserves; and to establish a quarterly forecast process for financial projections due to all the uncertainty entering into this fiscal year.

4.6 LARPD CONTRIBUTION TO THE ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION 401(h) SUB-ACCOUNT FOR RETIREES' MEDICAL FOR THE 2020-21 FISCAL YEAR

The Board reviewed and considered approving a resolution authorizing the funding of the 401(h) Sub-Account for Retirees' Medical with the Alameda County Employees' Retirement Association (ACERA) for Fiscal Year 2020-21. ASM Schneider presented the staff report which detailed funding of tax-free health

benefits for LARPD retirees who are enrolled in an ACERA-sponsored medical plan. Staff recommends the District continue to support this plan with the help of ACERA administration of it. He reported that this does not impact the District's retirement contribution rates and is not a net impact to the District, but it does provide benefits for LARPD's retirees.

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Furst, seconded by Director Faltings, adopted Resolution No. 2696, authorizing the funding of the 401(h) Sub-Account for Retirees' Medical with the Alameda County Employees' Retirement Association (ACERA) in the amount of \$329,550.84 for the 2020-21 Fiscal Year, by the following roll call vote:

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

4.7 ESTABLISHING THE FISCAL YEAR 2020-21 ANNUAL APPROPRIATIONS LIMIT

The Board reviewed and considered approving a resolution establishing the FY 2020-21 Annual Appropriations Limit. ASM Schneider presented the staff report and explained that the appropriations limit is mandated as a result of the 1979 Gann Spending Limitation Initiative. It is a calculation done each year that mandates an appropriation limit on the amount of tax proceeds that State and most local government jurisdictions may appropriate within a fiscal year. Staff recommends approval of the FY 20-21 Annual Appropriations Limit.

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Pierpont, seconded by Director Faltings, adopted Resolution No. 2697, establishing the Fiscal Year 2020-21 Annual Appropriations Limit at \$24,004,056, by the following roll call vote:

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

5. COMMITTEE REPORTS

- a) Director Furst reported on the June 16 2020 LARPD Foundation meeting. He attended on behalf of Director Faltings.
- b) Director Furst reported on the June 18, 2020 Program Committee meeting which he attended with Director Wilson. He announced that a news story was published stating that the Segway PT will be retired in July due to safety concerns.
- c) Director Pierpont reported on the June 15, 2020 Finance Committee meeting.
- d) Director Wilson reported on the June 11, 2020 Personnel Committee meeting.
- e) Chair Palajac reported on the June 18, 2020 Intergovernmental Liaison Committee meeting which she attended with Director Pierpont.

f) Chair Palajac reported on the June 16, 2020 Livermore Downtown, Inc. meeting.

6. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

None.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- a) A donation box has been placed at Sycamore Grove Park for the benefit of the LARPD Foundation. In its first two weeks, \$60 in donations was received.
- b) Recreation camps are either up and running or up and filling fast as well as outdoor exercise programs.
- c) Bill Clark Park may be recommended for one of the LARPD Public Meetings in the Park this summer to discuss our future there.
- d) GM Fuzie reported that he was asked to be a subject matter expert for the California State Parks. More details will follow.
- e) Today the Office of Grants and Local Services (OGALS) announced that the Prop. 68 Per Capita grants are being reduced. The current allocation for the District is now a minimum of \$177,952. This is a joint application with the city and requires a match. This will be discussed at an upcoming Finance Committee meeting.

8. ADJOURNMENT: The meeting was adjourned at 2:54 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

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