



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, NOVEMBER 18, 2020**

2:00 P.M.

*NOTICE: Coronavirus COVID-19*

*In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Board of Directors and staff participated in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.*

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

**DIRECTORS ABSENT:** None

**STAFF MEMBERS PRESENT:** Mat Fuzie, Alexandra Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, David Weisgerber, Jessie Masingale, Joseph Benjamin, Julie Dreher, Lesley Shaw, Linda VanBuskirk, Lynn Loucks, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Robert Sanchez, Tracy Castro, Rod Attebery

**OTHERS PRESENT:** Stacey Swanson

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

Chair Palajac called the meeting to order at 2:00 p.m. All Directors were present, via Zoom. 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 Regular Board Meeting of October 28, 2020

**3.2** General Manager's Monthly Update to the Board – November 2020

**3.3** Resolution No. 2703, approving amendments to the District's Conflict of Interest Code

Item 3.2: General Manager's Monthly Update to the Board of Directors – November 2020

Director Faltings asked for clarification on the last page of the update regarding “A voting ballot box provided by the County of Alameda was installed at Summit Park.” She asked if this is standard procedure to put a ballot box outside in a park. Parks and Facilities Manager Fred Haldeman stated that the District was asked to place the ballot box in that location by the County of Alameda Registrar of Voters Office. It is a weather-proof locked box.

Item 3.3: Resolution No. 2703 approving amendments to the District’s Conflict of Interest Code

Director Furst asked if staff could provide a brief report on the changes made to the District’s Conflict of Interest Code. General Manager Mat Fuzie and District Counsel Rod Attebery reviewed the staff report provided and reported that only minor changes were necessary to the list of Section II. Designated Positions to reflect positions which have been added, deleted or had title changes since the last review.

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

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

**4. DISCUSSION AND ACTION ITEMS**

**4.1 GENERAL FINANCIAL UPDATE**

Chair Palajac stated that this will be a standing item on the agenda while the District operates under an emergency declaration. General Manager Fuzie advised that if there are any issues that may arise between board meetings, the Board will have the ability to discuss and act upon them promptly. He reported that at this time there are no action items. Staff has been monitoring the District’s financial situation daily, and GM Fuzie further reported that the District is financially solid and will be able to maintain the current service level. The District Audit will be completed this week and no negative findings are anticipated.

Board members expressed concern over how the most recent update from the Alameda County Health Officer and the State may affect various programs offered and how this may financially impact programs that are bringing in revenue.

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

GM Fuzie announced that the most recent backslide back into the purple tier is not affecting any of LARPD’s programs. The only programs that may be affected are indoor fitness, which LARPD does not currently offer. All other programs continue to move forward and parks are not being closed.

No Board action was taken.

#### 4.2 DECEMBER PRELIMINARY AGENDA ITEMS

Chair Palajac stated that the Board would review a list of items that typically occur during its December meeting to put all members on notice as to what is coming up at the next board meeting, and also to discuss if there is anything else that may need to be taken care of.

- a) District Audit for Fiscal Year 2019-2020
- b) District Notice 0001 – Personnel Rules and Regulations – Holiday Pay
- c) District Notice 0007 – Personnel Rules and Regulations – Administrative Leave
- d) Annual Board Policy Manual Review
- e) Board Meeting Schedule for 2021
- f) Election of Board Officers for 2021

GM Fuzie added that these items are listed to allow the Board members to begin thinking about what will be discussed at its December annual organization meeting that the Board must be actively involved in. The most notable will be the Annual Board Policy Manual Review where a policy may be added for Term of Office. Any other changes the Board deems appropriate will be discussed at this time. A discussion on the Flag Policy will also be coming to a future board meeting.

Board member questions/comments included: When will the Board members complete the 2021 Committee Assignment Request form? [*The 2021 Chair of the Board of Directors will announce committee assignments at the first Board meeting in January 2020 (pursuant to Board Policy 4060, ¶ 6). The request form will be distributed to Board members after the December board meeting with instructions to return the completed form to the newly elected Board Chair for consideration of committee preferences and to determine committee assignments to be announced in January.*]

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

No Board action was taken.

#### 4.3 RESOLUTION OF COMENDATION FOR BOARD MEMBER BETH WILSON

Chair Palajac presented a Resolution of Commendation to Board Member Beth Wilson, on the occasion of completion of her board term. The Board thanked Director Wilson for serving with great distinction during her 13-year tenure on the LARPD Board.

Director Wilson expressed her appreciation to the Board for their good wishes and thoughts. She said it has been an honor and a pleasure to serve on the Board.

Moved by Director Faltings, seconded by Director Furst, adopted Resolution No. 2704, commending Board Member Beth Wilson for her years of service on the LARPD Board, by the following roll call vote:

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

ABSENT: *None*

## 5. INFORMATIONAL ITEMS (No Action Required)

### 5.1 PROGRAM UPDATES

GM Fuzie stated that concern over the increase in COVID-19 cases affecting California and the nation may generate some Health Orders that could change the way LARPD is able to do business, so Staff has been carefully monitoring the situation. He reported that every two weeks all the Parks and Recreation Directors from the area meet with one or more of the Health Officers to discuss different aspects of their programs and concerns. It was very difficult for Park Districts to close everything during the beginning of 2020 and then slowly reopen things back up. Much has been learned since then about social distancing and the importance of wearing a mask. He further reported that, for now, the Health Order has not affected any of the things that LARPD has been able to reopen or any of the programs that it has been able to reinstitute.

Board member questions/comments included: Use of indoor gym for indoor youth camps. Has this been affected? [*GM Fuzie responded that as long as we are still managing in cohorts of 14 or less, we are still able to operate.*] Has LARPD been able to move its outdoor fitness classes to back inside? [*GM Fuzie responded that participants have been happy having exercise classes outside. If that changes, we will talk with the Health Officers to see if we may appropriately social distance within an indoor location.*] Has there been any change in the status of our playgrounds? [*GM Fuzie responded that there has been no change in the status of playgrounds. It appears that the best way to manage this is to advise the public that these are high-touch items and patrons should take it upon their own best discretion as to whether or not to use the playgrounds.*] Suggested that once it begins to rain, easy-ups may become an issue if all participants cannot fit underneath for exercise classes. [*The District is looking into AB1600 funds as they may pertain to the creation of open-air pavilions within our parks to allow that type of exercise within light rain settings.*] How have swimming lessons been affected by the new Health Order? [*We have not received any word that these have been affected. We are still within the cohort of 14 students. LARPD continues to follow all protocols.*] How is the history program at Ravenswood coming along under the current Health Order? [*GM Fuzie responded that the Ravenswood Progress League has been working with the LARPD Foundation on this program.*]

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

## 6. COMMITTEE REPORTS

- a) Director Pierpont reported his attendance at the November 10, 2020 Personnel Committee meeting.
- b) Director Pierpont reported his attendance at the November 18, 2020 ACSDA (Alameda County chapter of the California Special Districts Association) meeting, hosted by the Dublin San Ramon Services District.
- c) Director Wilson reported her attendance at the November 4, 2020 Livermore Cultural Arts Council meeting.
  - The “Jump stART the ARTS” campaign on the LCAC website will provide a media kit available to all various member groups within LCAC, and have

requested that LARPD provide a photo of kids jumping and holding LARPD signs. If available, Director Wilson will get back to LCAC so that LARPD may participate.

- d) Director Furst reported his attendance at the November 4, 2020 Livermore Chamber of Commerce Business Alliance meeting. He also attended a second meeting of the Business Alliance on November 6, 2020.
- e) Director Furst reported his attendance at the November 5, 2020 Facilities Committee meeting.
- f) Director Furst reported his attendance, along with Director Pierpont, at the November 18, 2020 ACSDA meeting.
- g) Chair Palajac reported her attendance, along with Director Furst, at the November 5, 2020 Facilities Committee meeting.
- h) Chair Palajac reported her attendance at the November 17, 2020 Livermore Downtown, Inc. meeting.

**7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

None.

**8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

GM Fuzie made the following announcements:

- a) The Livermore Valley Unified School District, Las Positas College, the City of Livermore and LARPD are working together on an entry for the All-America City Award for 2021. The deadline to apply is December 1, 2020. The All-America City Award recognizes communities that leverage civic engagement, collaboration, inclusiveness and innovation to successfully address local issues. More information will be presented to the Board during future meetings.
- b) Administrative Services Manager Jeffrey Schneider reported on the upcoming District Audit and the extension to the Master Lease with the City of Livermore regarding the Solar Agreement along with the Sublease.
- c) Thanks again to Beth Wilson for being such a great Director. Many of LARPD's initiatives originated from her suggestions.

**9. ADJOURNMENT:** The meeting was adjourned at 3:00 p.m.

APPROVED,

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Jan Palajac  
Chair, Board of Directors

ATTEST:

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