



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 13, 2021

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 Boswell, Faltings, Furst, Palajac, and Chair Pierpont

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Mat Fuzie, Alexandra Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, Jessie Masingale, Joseph Benjamin, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Megan Shannon, Nancy Blair, Natalie Kaaiawahia, Patrick Lucky, Robert Sanchez, Vicki Wiedenfeld, Rod Attebery

OTHERS PRESENT: Beth Wilson, Kevin and Brady Kohn, Stacey Swanson

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

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

2. PUBLIC COMMENT: Brady Kohn, a Livermore resident, spoke in favor of unlocking the gates set up around the soccer fields at Robertson Park. He stated that when the fences were put up around the grass fields, his family was told they would be opened unless the fields were being seeded, but they've been locked for most of 2020. He urged the Board to consider unlocking the gates so that he and his friends/family could use the fields to play again.

3. CONSENT ITEMS: (Motion)

- 3.1** Approval of the Minutes of the Regular Board Meeting of December 9, 2020
- 3.2** General Manager's Monthly Update to the Board – January 2021

Director Furst asked to pull item 3.1 – Approval of the Minutes of the Regular Board Meeting of December 9, 2020. He stated that there was not enough detail in the minutes at Item 5.2 District Notice 0001 – Personnel Rules and Regulations – Holiday Pay. He suggested adding a list of the four primary purposes which explain why the Holiday Pay notice has been revised after the sentence which says, “ASM Schneider presented the staff report which highlighted the four primary purposes associated with revisions made to District Notice 0001. . .” for additional clarification.

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

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

4. DISCUSSION AND ACTION ITEMS

4.1 **ADOPTION OF BOARD POLICY 4025, TERM OF OFFICE: MEMBER, BOARD OF DIRECTORS**

General Manager Mathew Fuzie presented a draft of a new policy written at the Board’s request during the December 2020 meeting. The new policy was created to clearly outline the transition from a board member whose term was ending to the start date of a new member as outlined in the California Public Resources Code §5784.3(a) which denotes that transition. A vacancy on the Board of Directors was originally noted at 1(c) in Policy Number 4020 Attendance at Meetings. Board members suggested an adjustment be made to Policy 4020 to make sure that the language does not confuse term of office with attendance at meetings. GM Fuzie presented the draft policy to the board for review and discussion.

Director comments/questions included: Chair Pierpont suggested taking out the adjective “strict adherence” to simply state “adherence”. Director Furst suggested including the full text of PRC §5784.3(a) so that it is clear to the reader what the code says, without the need to look it up. He suggested the addition of the phrase “which currently reads. . .” at the end of the current sentence, citing PRC §5784.3(a). District Counsel Rod Attebery offered further clarification by adding this phrase after the first sentence, “. . . as may be amended from time to time. The section currently reads as follows:” then including the full text, as Director Furst suggested above.

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

Moved by Director Faltings, seconded by Director Palajac, adopted Resolution No. 2707, approving Board Policy 4025 – Term of Office: Member, Board of Directors, as amended, by the following roll call vote:

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

4.2 2021 COMMITTEE APPOINTMENTS

Chair Pierpont announced the 2021 board committee appointments which were included in the board agenda packet and made available to the public.

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

4.3 DIRECTOR ATTENDANCE AT 2021 CONFERENCES

Chair Pierpont stated the Board would review and discuss the general issue of what the Board thinks is the proper level of participation in conferences, being sensitive to the issue of costs in 2021, while at the same time understanding the importance of board training and engagement.

Director comments/questions included:

Director Furst objected to Board members pursuing business as usual in 2021 due to the sacrifices made by Staff in 2020, and urged his fellow Board members not to use any District funds for travel or conferences in 2021. He later reiterated that he does not intend to travel or take any conferences using District funds.

Director Faltings spoke on the importance of trainings, especially for new members, but also useful for seasoned members. She expressed interest in attending the CSDA and CARPD offerings.

Director Palajac agreed that the CSDA Leadership Academy is extremely valuable for new members, and there is value gained from attending conferences along with other special districts. She suggested that board members limit the number of trainings to between one to three, and expressed interest in CSDA and CARPD, although she is not sure, at this point, if she wants to attend.

Director Boswell spoke on the importance and value of board training and flexibility. Since cost is equally important, he stated he would have no problem using money out of his own pocket, if necessary, for these trainings. He would not support the idea of eliminating training for anybody.

Chair Pierpont stated that this is a uniquely difficult topic this year due to the COVID-19 pandemic and the complications it has presented. Although he agrees with Director Furst with regard to District staff, he urged Director Boswell to participate in the Special District Leadership Academy. He expressed an interest in the California Trails & Greenways Conference, and stated he would be happy to show his support by paying for attendance at that conference himself.

GM Fuzie clarified that the staff report listed the organizations to which LARPD has a membership. These conferences are designed to share information about special districts through experts and others who may provide history regarding special

districts, how they were formed and best practices. As a member, LARPD Directors may also attend free offerings for bi-annual requirements such as Ethics and Sexual Harassment Prevention training. He stated that although the District has taken incredible measures this year, the Board can be comfortable in knowing that it has made great strides from an employee perspective due to the Board's work, so making sure that our board members are strong in their education and training is important. He thanked the board on behalf of staff for having this discussion and considering these types of things, and for always looking out for their best interests.

5. INFORMATIONAL ITEMS (No Action Required)

5.1 GENERAL FINANCIAL UPDATE

GM Fuzie reminded everyone that this is a standing item on the agenda based on the fluidity of the COVID-19 response and effect on the District as it operates under the emergency declaration. Administrative Services Manager Jeffrey Schneider then reported that the District had projected \$6.184M in the combination of property taxes and parcel taxes for December, and numbers came in at only \$17,000 less than that. Year-to-Date is favorable to what had been projected, both in the original Budget and in the Forecast. There is more good news due to the sale of trucks through Enterprise Fleet Management, which produced roughly \$100,000 in unexpected income from the sale of more than a dozen vehicles. ASM Schneider further reported that overall, the team is doing a solid job of managing spend, providing the programs that they can. From a cash perspective, the inflow of property taxes is greatly important. The District now sits at \$8.1M in cash, approximately \$900,000 better than projected back in September. In general, the tough decisions that were made have resulted in the District's ability to provide solid financials through December 2020.

The Board of Directors had no comments or questions on this item.

5.2 COVID-19 PROGRAM UPDATES

GM Fuzie reported that early in December, the Livermore area was at 2.7 cases per 100,000. We were in the orange tier, about to move to yellow, which would have opened up large gatherings, indoor dining, etc. Three to four weeks later, the Thanksgiving surge resulted in that number reaching a high of 43 cases per 100,000 adjusted in the Livermore area, which was higher than almost anywhere in the County. Alameda County was put into a statewide shelter-in-place order. As a result, LARPD is still offering some camps, i.e. indoor camps were successfully moved to an outdoor camp, and everything else that we can accomplish through socially distancing in the purple tier. He reported that although we still have quite a bit of programming, we are not progressing forward in our programming. Socially-distanced preschool was able to begin in January. Staff continues to work with the Health Officers, and is planning how to come back when we are able to do so. Our programs that are running have either been deemed essential, and therefore are running within our tax base, or they are operating to generate enough revenue so that it is not a threat to the District.

Director Palajac asked about reservations for minimonies. Are they staying the same or dropping off? Recreation Supervisor Joseph Benjamin responded that to some degree they have slowed down, but we are doing what we can within the guidelines. There is one scheduled in January. Recreation Department Manager Allie Ikeda

added that she and Mr. Benjamin have implemented an alternative rental process as a flexible way to work with applicants subject to the health orders in order to generate future rental dates as a way to get people to think of LARPD as a facility in the future.

Director Faltings stated she receives phone calls regarding Ravenswood and is wondering if it would be better to give them a name and a specific phone number or simply to contact the Park District? GM Fuzie responded the general number is fine, but if she wanted to give the public a name it would be Recreation Supervisor Joseph Benjamin.

Director Boswell thanked GM Fuzie for the COVID-19 update. He asked for an update on the ESS program. Community Services Manager Jill Kirk reported that the District is continuing full-day programs plus two half-day programs as well, provided at all of the elementary schools. We are currently serving approximately 260 kids at this point. If the school district does go to any type of in-person learning, LARPD stands ready to shift to accommodate those kids. We continue to help the kids get online with distance learning. Nancy Blair is in constant contact with the County if anything comes up. GM Fuzie added that ESS was one of the first things that opened back up – as childcare for essential service workers. Prior to the pandemic, ESS was a standalone program. During the pandemic it was deemed essential; so while it may not be generating the dollars that it usually generates, it is still an essential program.

Director Boswell asked about the solar project. Is that still moving forward or is it on a hiatus? GM Fuzie reported that we are moving forward with the solar project at the RLCC. ASM Schneider added that the City must sign the extension of our Master Lease, and a Non-Disturbance Agreement that they are a party to along with us and our vendor. All agreements have been drafted, the vendor is comfortable with each of them, as are we, and now we are awaiting word from the Engineering Department at the City as to when these will be go before the City Council. We expect that it will be February 9, and we are told that it may be a Consent Item at that point. Parks and Facilities Manager Fred Haldeman and our contractor are ready to begin once we get the agreements signed.

GM Fuzie reported that he gave an overview of LARPD and its response to the COVID-19 pandemic at the Alameda County Chapter of the California Special Districts Association (ACSDA) Membership Meeting this morning. He made a connection with Frank Mellon, who sits on the board of a non-profit that provides funding for senior programs, and will pass that information along to Jill Kirk and David Weisgerber.

6. COMMITTEE REPORTS

- a) Director Palajac reported her attendance at the December 15, 2020 Livermore Downtown, Inc. meeting.
- b) Director Furst reported his attendance at the January 6, 2021 Livermore Chamber of Commerce meeting.
- c) Director Furst reported his attendance at the January 6, 2021 Livermore Cultural Arts Council meeting.

- d) Director Furst reported his attendance at the January 13, 2021 Alameda County Chapter of the California Special District Association (ACSDA) meeting, along with Chair Pierpont.
- e) Director Faltings reported her attendance at the December 21, 2020 Finance Committee meeting.
- f) Director Faltings reported her attendance at the January 4, 2021 LARPD Foundation meeting.
- g) Chair Pierpont reported his attendance at the January 13, 2021 ACSDA Membership meeting, which LARPD hosted. GM Fuzie gave an overview about LARPD and its response to the financial and other challenges presented by COVID-19 at this meeting.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- a) Director Furst wanted to ensure that the District's concise history is listed on the website. Director Faltings added that at one time there was also historic information about each of the parks, specifically where the park names originated. Staff confirmed that this information is there and may be found on the page "About Us" – "Who We Are". There is a hyperlink entitled "[created in 1947 by a vote of the public](#)" which takes you to the legal authority, history and organization of the District. Park history may be found by navigating to "Parks" and then clicking on the "[Parks & Facilities Map](#)".
- b) Director Furst wondered if the District or the LARPD Foundation would be interested in selling clothing or merchandise with the LAARPD logo, i.e. hats, vests, t-shirts, once the Robert Livermore Community Center opens up again. He suggested that either the Finance Committee and/or the LARPD Foundation might discuss this to consider if it is worthwhile to do.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

None.

9. ADJOURNMENT: The meeting was adjourned at 3:19 p.m.

APPROVED,

Philip Pierpont
Chair, Board of Directors

ATTEST:

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