



Livermore Area  
Recreation and Park District  
*An independent special district*

**GENERAL MANAGER'S MONTHLY UPDATE  
TO THE BOARD OF DIRECTORS ON ISSUES AND PROJECTS  
JANUARY 2023**

**TO: BOARD OF DIRECTORS**

**FROM: MATHEW FUZIE, GENERAL MANAGER**

*Information contained in this report is intended to help keep the Board of Directors informed on current projects and study issues. Reported below is the most current and available information. Since work on these items is ongoing, the information is subject to rapid change. If a project or issue has not changed from the previous month's report, the information provided may be the same as was previously reported. Please note that some projects are not directed or managed by LARPD, but they are included below as informational only.*

**GENERAL SUMMATION:**

As we roll into 2023, it is natural to look back at the previous year and reflect. 2022 started in a Covid lockdown. We did not know what our emergence from Covid would bring. There were many challenges ahead for us as a special district. As it turns out, 2022 would bring a resounding resurgence of programs and public participation to LARPD. We emerged from the COVID lockdown and provided more programs than all of the previous 3 years and developed a smart, data driven hiring plan that helped us hire back enough employees to provide for our programs. We did not experience the hiring difficulties that many of our fellow agencies experienced. We are starting 2023 off in a very strong position both financially and organizationally.

**BOARD OF DIRECTORS:**

Incumbents Maryalice Faltings, David Furst, and Philip Pierpont were re-elected for four-year terms on the LARPD Board of Directors. GM Fuzie administered their Oaths of Office at the December Board Meeting.

Board Members attended one regular + two special board meetings and five committee meetings. Additionally, two board members attended the required AB 1234 Ethics Training and an AB 1661 Sexual Harassment Prevention course in December. Directors also attended meetings at the following:

- Livermore Cultural Arts Council
- LVCC Business Alliance
- Livermore Downtown, Inc.

Board actions for the month included:

- Resolution No. 2770 determining to conduct meetings of the LARPD Board of Directors using teleconferencing pursuant to Government Code 54953 as amended by AB 361 for the period December 14, 2022 to January 13, 2023.
- Resolution No. 2771 authorizing Director Jan Palajac to cast a ballot on behalf of the Livermore Area Recreation and Park District stating that it DOES NOT approve of the adoption of the proposed restated Bylaws of the Livermore Cultural Arts Council (LCAC).
- A motion authorizing the General Manager to execute an agreement with ROMTEC, Inc. for the Sycamore Grove Park Restroom Project.
- A motion to elect James E. Boswell as the Board Chair and David Furst as the Vice Chair of the Board of Directors for 2023.
- A motion to adopt the 2023 Board Meeting Schedule. Regular Board meetings will begin this year at 5:00 p.m. Public Meetings in the Park will be held in June, July, and August beginning at 6:00 p.m.
- Direction for the General Manager to reserve the services of a consultant and coordinate the 2023 Board Retreat process.

### **HUMAN RESOURCES:**

#### **Open Enrollment:**

Open enrollment concluded. HR held office hours in an effort to ensure employees were taking full advantage of their benefits. We did see several more enrollees in FSA accounts. Additionally, a few more employees elected to enroll their family as a result of the District changing part-time benefitted employees to the same employer contribution as full-time employees. The utilization rate of the District's healthcare plans is high, with only 3% of those who were offered benefits choosing to waive them. Therefore, it is not surprising that we did not observe many changes.

December was a big month for step increases. During COVID, step increases were frozen. When the District was able to reinstate last year, many of the step increase dates were reset to December of this year.

#### **Recruitment:**

The holidays have slowed down recruitment. We currently have five open positions, and a running opening for lifeguards. Only two of those positions are benefitted roles.

#### **Compliance and Training:**

We held sexual harassment training where we met our compliance expectations for over 65 attendees, including both supervisors and individual contributors.

#### **Coming Attractions:**

HR continues to work on a new hire orientation presentation. We intend to record this in units so we can use it for various types of employees.

The District policy review is under way and will take some time. An important component of the future policy design is selection of an outside ombuds service which has been identified.

Before employee reviews can restart, employees have to understand what behaviors the District values. Therefore, we will be holding a Values session on January 4th to both get input from the management group and to marinate in the values that embody LARPD.

January will bring year end reporting including EEO and ACA data.

Diversity and Equity will take more of a center stage as an HR team member will be DEI certified.

**BUSINESS SERVICES - FINANCE/INFORMATION TECHNOLOGY/CUSTOMER SERVICE:**

Finance:

1. Fixed Asset Audit: Staff presented its work on the Fixed Asset Audit to the Finance Committee on December 19<sup>th</sup> and the Committee agreed that the work is ready for inclusion in the FY21-22 Audit report. In discussions with James Marta, the District's audit partner, staff will reflect a reduction to the beginning balance of Land on the District's balance sheet totaling \$19.3 million, which is comprised of values included in the balance sheet for 30 properties, all but one of which was reflected as acquired prior to 2002 (the largest single property that was incorrectly reflected as the District's is Cayetano Park, for which \$7.0 million in land value was booked in 2015). Kudos to the work done by the Finance Officer (FO) and Accountant, who accumulated considerable data in support of the District's conclusions about true land ownership. One remaining item concerning the District's ownership of Bruno Canziani was concluded to the satisfaction of Marta (we obtained a note from Signature Properties confirming their dedication of the land to us in 2005, consistent with our agreement with them and the City), and we've communicated the same to the County, which has a copy of the agreement as well but to date has reflected Signature as the owner of the property (though they've not been assessed property taxes on it).

Along with the work to validate land ownership, the FO conducted a thorough review of significant building and equipment fixed assets and no adjustments were determined to be required, which was confirmed in a review of her work with James Marta.

2. Overall Audit plan: Staff now plans to present the overall FY21-22 Audit to the Finance Committee in February and to the overall Board at its February 22<sup>nd</sup> meeting.
3. Treasury Management: Staff presented a draft of its Administrative Policy for Investment Management to the Finance Committee at its December 19<sup>th</sup> meeting. While feedback was positive, staff were directed to create a separate, brief policy for the Board while making modest adjustments to the Administrative policy.

The District received its December Property and Parcel tax inflows on December 16<sup>th</sup> and the dollar amounts were modestly above the District's budget. Actual Property Taxes totaled \$5,922,000 versus a budget of \$5,812,000, while actual Parcel Taxes were \$838,000 versus a budget of \$829,000. Overall, Tax income is \$119k, or 1.8% favorable versus budget in December.

4. Financial Results through November 2022: Results through November 2022 (month 5 of the Fiscal Year) remain favorable across the board largely as a result of favorable results in July and August. For the month of November, operating results were \$47k better than Budget, while year-to-date results through November are \$660k better than Budget. Year-to-date, Revenues from Operations are \$290k, or 10%, above Budget, Tax revenues are \$61k, or 12% above budget, Salaries and Benefits are \$400k (7%) below Budget, and Services and Supplies plus Capital Equipment are \$91k above budget as a result of un-budgeted capital equipment spend.

5. Agreements: The District is considering two new cell towers (one at Max Baer and the other at Robertson Park). While permitting reviews continue with the City, staff have developed a standard contract based upon prior agreements and a useful example from the City of Livermore and have used it in one of these pending agreements.

After staff completed its review with the Board's ad hoc committee regarding the Master Property Agreement (MPA) last month and provided its red-lined version reflecting that committee's input to the City, nothing was heard from the City in December. Progress has been on the updated Revenue Sharing Agreement with the City (for cell towers on city property that we manage), which will go to the City's Planning Commission/ Council in February. Staff continues to await the City's response to staff's redlined version of the assignment of responsibility for operating the vineyard at Ravenswood and staff's redlined update to the Sunken Gardens property lease. No word on either of these agreements in December.

#### Information Technology:

1. Staff and IT vendor All Covered are currently focused on the following initiatives:
  - a. Staff completed an update to email distribution lists in December and provisioned licenses/email addresses for all staff who had not previously had their own email address (we are providing month-to-month licenses for seasonal staff). IT consultants will assist new email recipients with the process to activate their new emails and this work will be completed in January.
  - b. Based upon input from Youth Services management, technology deployments at these sites were conducted. Work will continue to: a) integrate these sites in the District's network, and b) deploy Internet Protocol (IP) phones to these sites to integrate them into the District's overall telephony network.
  - c. Staff have begun to actively populate and manage the nascent Intranet and IT resources are engaged to support staff's needs in administering and using it.
2. Staff received a presentation from an alternative to our existing website hosting provider and were impressed enough to plan for a review with a broader audience of the management team. The potential vendor's product is impressive, and the proposed pricing is relatively cost effective for both their migration services and on-going hosting/support services. As well, the Community Outreach Supervisor has taken an initial look at their tools for site maintenance and his take is very positive. More to come on this effort.
3. No decisions have been made as to alternative providers of social media archiving products (we do not archive social media today).
4. Zoom Room (to support Hybrid Board and/or staff/vendor meetings): work to become production-ready will resume in January.

#### **COMMUNITY SERVICES:**

##### Youth Services:

Preschool programs have been going well. We kept the holiday celebrations to a minimum with so much excitement outside of class during this time of year. Our enrollment continues to be stable, and we look forward to seeing all our participants in the new year.

Extended Student Services – ESS programs are doing well. We are still recruiting staff for most of our programs, enabling us to expand our enrollments. Altamont Creek Kid's Zone will be reopening on January 9, 2023, at the request of the school district. The staff, kids, and families did some great community projects in the month of December. Some highlights are that Smith ESS collected ten blankets, and \$725 worth of gift cards (Target, Safeway, Nob Hill, Walmart, Trader Joe's, and Lucky's), and created holiday cards for the Seniors through Meals on Wheels. Sunset ESS held a successful Toy and PJ drive for Alameda Foster Children during the month of December! They surpassed their goal of 100 items by collecting 130. At Jackson ESS, over 100 people attended this beloved Gingerbread event! The children created Gingerbread houses out of graham crackers, frosting, and CANDY! Winners were selected from three categories: tallest house, most creative, and best all-around.

ASES – After School Education and Safety programs have fallen into their schedules nicely. Each ASES site has a visit by the Recreation Staff for outdoor activities, and the Rangers visit twice a month with fun and engaging activities for the kids. Enrollment meets the grant requirements; however, we are still recruiting for these programs.

Aquatics:

	<b>Total Bought</b>	<b>Usage</b>
Lap Swim		
Lap Swim Light	11	115
Lap Swim Senior Light	23	197
Lap Swim Unlimited	11	137
Lap Swim Senior Unlimited	15	197
Adult Drop In	180	180
Senior Drop-in	217	217
Lap Swim Totals	457	1043
Water Exercise		
Water Ex Light	0	0
Water Ex Senior Light	4	46
Water Ex Unlimited	0	0
Water Ex Senior Unlimited	7	81
Water Ex Adult Drop-in	0	0
Water Ex Senior Drop-in	46	46
Water Exercise Total	57	173
Swim Team		
LAC RLCC	160	
LAC MN	120	

Community Outreach:

On Friday, December 16, the Livermore Warming Center opened and will be operated by One Nation Dream Makers at the Veterans' Memorial Building in partnership with LARPD and Alameda County Supervisor David Haubert's office. The Warming Center will be activated through April 30, 2023, on nights forecasted below 45 degrees and/or greater than a 20% chance of rain.

The Winter/Spring Activity Guide kicked off a successful opening registration on Wednesday, December 7, where we saw nearly a 90% increase in program revenue in the first week (\$46k in 2021 vs. \$87k in 2022). LARPD Foundation and the LARPD Open Space team received generous donations totaling \$11,000 from the Cohen Foundation to help fund the Community Support Program, Reading Rangers, and Sycamore Science Camp.

Open Heart Kitchen Meal Program:

Senior Meals: 1485 meals served to 161 unique seniors

Hot Meal Program: 4,270 meals served

Volunteer Program:

December was a big month for volunteerism in Livermore. The Letters from Santa program had 100 volunteers write, address, and stuff nearly 700 anticipated letters from Santa (and his volunteer elves). Dozens of volunteers also assisted with a series of holiday events throughout December, including the Ravenswood Victorian Yuletide, Senior Holiday Social and Jazz Jubilee, Ho Ho Holiday Carnival at Sycamore Grove, and the Donuts with Santa event.

Upcoming Events:

**First Hike of the Year** Sunday, January 1, 7 am. Join Ranger Danny on the first hike of the New Year! Enjoy the fresh morning air and beauty of Sycamore Grove Park in the calm morning hours. Embark on a 3-mile round-trip hike up to Cattail Pond.

**San Francisco Movie Tour (50+)** Wednesday, January 4, 9 - 3:30 pm. Francisco Movie Tours captures and re-creates the movie magic as you watch actual movie clips aboard their "Theater-on-Wheels" while passing locations made famous by scenes from Vertigo, Dirty Harry, the Graduate, San Andreas, and Mrs. Doubtfire.

**Polar Bear Plunge** Saturday, January 7, 11:30 am – 12 pm, Start your NEW YEAR with a winter ride down the water slide at the annual Polar Bear Plunge event at the Robert Livermore Aquatics Center.

**Opportunities Expo Job Fair** Thursday, January 19, 5 - 8 pm. LARPD HR Team will have a booth. Attendees are encouraged to bring their resumes to meet with local employers, establish professional relationships, and discuss potential job opportunities. Ron Essex Photography will offer professional headshots for the first 50 registrants.

**Cowboy and Rancher Roots of Livermore with Richard Finn** Friday, January 20, 1:30-3 pm. Learn about Livermore's Cowboy and Rancher Roots *in person* from City Historian, Richard

Finn. Hear the stories from Livermore's rich history as Richard shares his research on the ranchers and cowboys that founded our community, many of whom still live and ranch in the area

Senior Services:

The month of December is proving to be very busy for our Senior Services division. We offered a few seminars like Estate Planning, Smart Phone Training for Androids, and Protecting Home Equity: Understanding Risks, all of which had 8 people registered. Our Road to the Holidays monthly theme was well received with Holiday Shopping and Lunch Downtown activity, and our popular Holiday Lights Trolley Tours, with a total of 35 registered. The Golden Circle Holiday Boutique was amazing again, as we saw many friendly faces throughout the community center. The Jazz Jubilee Concert social was fun as we partnered with Open-Heart Kitchen to accommodate both our registered concert attendees and Open-Heart Kitchen seniors, about a total of 50 concertgoers. If musicals are your thing, then Elf the Musical at Sierra Rep was the trip for you! Another fun social event that our great trips and activities team brought to life was our Gingerbread House making, not to mention delicious! December classes like Zumba, Tai Chi, Line Dancing, and Aerobics always have their regular customers, and our drop-in programs like Billiards, Lending Library, Bridge, and Mahjong round out the possibilities for our senior community.

Open Space:

<b>AUGUST 2022 Open Space Programs</b>	<b>Number of programs</b>	<b>Number of Participants (TOTAL)</b>
ESS	1	60
Ranger Programs	4	135
Custom Fee Programs	1	45
Volunteer Programs	1	2
Open Space School Program	10	340
ASES	2	240
Junior Rangers	4	44
Hoot Owls	3	60
Sycamore Sprouts	1	20

This festive month has been exciting out in Open Space. Staff continued to do in-class programming for school children and entertain and educate groups for ESS & ASES. Junior Rangers and Sprouts went great this month, providing kids of different ages with an immersive outdoor educational experience. We also did a birthday party in the park this month. The kids had a great time learning and meeting animal ambassadors, Wiggles and Bandit. We had a great program where kids built their very own gingerbread houses. It satisfied their sweet tooth and their interest in building. Another building program is our ornament-making program which allows kids to be creative and construct ornaments from natural materials they could take home.

This month, we held our annual Holiday Carnival. It was a blast. We had pastries, cookies, hot chocolate, and popcorn for everyone to nibble on as they played ring toss, and football toss and tried their hand at Santa's evasion course. The event's highlight for the kids was having their photo taken with Santa himself.

All the kids had a great time, and the staff and volunteers had a blast putting it on.

The staff has diligently removed downed branches from the trails and repaired broken signs and fencing. With the rains, water has returned to the park. It is nice to see water running through the creeks again. Both the animals and the visitors are excited to have it back.

We look forward to 2023 and are eager to provide Livermore with more outstanding outdoor experiences.

**Facility Rentals:**

Facility rentals are held at the Ravenswood Historic Site, the Robert Livermore Community Center, and the Veterans Memorial Building. Facility rental information is located on our website at [larpd.org](http://larpd.org).

Facility	Type of Activity	Total Rentals for the Month	Total Monthly Hours
Ravenswood	Facility Rentals	1	8
Ravenswood	Wedding Rehearsals	0	0
Ravenswood/RLCC/Veterans	Facility Rental Tours	18	18
Ravenswood	Photo Permits	2	4
Veterans Hall	Facility Rental	3	30
Veterans Hall	On-going Rentals	4	8
RLCC	Facility Rentals	11 (3 moved from vets)	99
RLCC	On-going Rentals	4	12
Total Facility Rentals for the Month:		43	179

**Facility Operations:** Facility operations staff are scheduled Monday through Friday from 7:30 am-10:00 pm to support District-wide facility operations, programming, and custodial. Weekend hours vary depending on programming and facility rentals.

- Day-to-Day Operations & District Support:

Operations	Staff	Days	Time	Total Hours Weekly	Total Hours Monthly
Outlying Facility Restroom Cleaning: Ravenswood, Carnegie, & Vets Hall	1	M/W/F	6:30 am-9:30 am	9	36



RLCC Operations & Custodial	3	M-F	7:30 am-10:00 pm	217.5	870
RLCC Operations & Custodial	2	Saturdays	8:00 am-8:00 pm	24	96
Park Restrooms: Field Rentals	2	Sat	8:00 am-8:00 pm	24	48
Park Restrooms: Field Rentals	2	Sun	7:00 am-3:00 pm	16	32

- Community Services program and service support:

<b>Program</b>	<b>Task</b>	<b>Staff</b>	<b>Days</b>	<b>Total Hours Weekly</b>	<b>Total Hours Monthly</b>
Open Heart Kitchen	Setup & Takedown	2	M-F	15	60
Pet Food Distribution	Setup & Takedown	2	Wednesdays	30	2
Occasional Events (Seniors; 1-2/mo.)	Setup & Takedown	2	Days vary	30	1
Line Dancing	Setup	1	Mondays, Tuesdays/Thursdays	30	6
Golden Circle	Setup & Takedown	2	Mondays	30	2
Movie Madness	Setup & Takedown	1	Monday	1	2
Tai Chi	Setup & Takedown	2	Monday, Friday	30	2
3-D Greeting Cards	Setup & Takedown	1	Friday	30	1
Mah Jong	Setup & Takedown	1	Wednesday	30	2
Estate Planning	Setup & Takedown	1	Wednesday	30	1
Smart Phone Training for Androids	Setup & Takedown	1	Thursday	30	1
Light & Easy Aerobics	Setup & Takedown	1	Tuesday, Thursday	30	2
Strength, Balance, and Flexibility	Setup & Takedown	1	Tuesday, Thursday	30	2
Protecting Home Equity	Setup & Takedown	1	Tuesday	30	1

- Recreation Classes and Programs (Setup & Takedown average 30 minutes/week/program)

<b>Program/Camp</b>	<b>Monthly Registration</b>
No New programs started in the month of December.	

Sports Facility Rentals:

- State-to-State Basketball hosted a one-day tournament in the gymnasium
- College Soccer Academy held a one-day event at Robertson Park
- Bay Area Disc Association held an Ultimate Frisbee tournament at Robertson Park
- NorCal Premier Soccer held a tournament at Robertson Park. This tournament was moved from grind fields in Davis to synthetic turf fields in Robertson Park due to the heavy rain received the week prior.
- Fall Recreation sports completed their season in November (soccer, football, fall basketball)
- All grass fields, including baseball/softball fields, are closed in mid-November for winter maintenance.

<b>Park Location</b>	<b>Total Rentals</b>	<b>Total Rental Hours</b>
Robertson Park	52	203
Cayetano	15	32
Ernie Rodrigues	0	0
Robert Livermore	0	0
Christensen	0	0
Max Baer	0	0
Independence	0	0
Altamont Creek	0	0
Bill Payne	0	0
Hagemann	0	0
Gymnasium	35	137
<b>Total:</b>	<b>102</b>	<b>372</b>

<b>Picnic Rentals</b>	<b>Total Rentals</b>	<b>Number of Attendees</b>
	4	115

Sports & Fitness Programs and Classes:

December was a month of spreading magic to the Livermore community. Two separate Santa events took place; Donuts with Santa and Letters from Santa. Donuts with Santa was a huge hit, with 453 participants attending over the course of 3 sessions. Families took photos with Santa, adopted stuffed pets, played games, and made ornaments. Tri-Valley Animal Rescue was invited to be on site, and participants could bring a donation for the dogs and cats in the shelters. TVAR was very appreciative of the supplies and cash donations received.

Letters from Santa took place over a 4-week period via the traditional letter dropped in Santa's mailbox in the Recreation Building, registration in Active, or the letter writing station at Donuts with Santa. Volunteers wrote letters and addressed envelopes to all letters received. Last year's number of 400 letters was far exceeded. This year after the event, approximately 700 letters were mailed to children in the Livermore community. The feedback received has been heartwarming.

We also partnered with Toys for Tots, collecting new, unwrapped toys for the holiday. The bins filled up as quickly as we could empty them! Toys for Tots made 5 trips to collect toys from overflowing bins located at all three buildings at the Community Center.

<b>Program</b>	<b>Total Registered Participants</b>
LARPD Hot Shots Basketball	74
LARPD Pee Wee	45
Arora Tennis	92
Skyhawks Sports	39
Club VIP Volleyball	12
Adult Yoga	22
Pickleball 101	26
Drop-In Pickleball	295
Donuts with Santa	453
Letters From Santa	700
<b>Total Participants Served:</b>	<b>1,758</b>

**FACILITIES AND PARK MAINTENANCE:**

Facilities:

The month of December is a time to complete projects that can be difficult at other times of the year. Because of the holidays and the cold weather, we have fewer people in our facilities. This allows us to perform those noisy, messy, and sometimes smelly jobs that would not be practical at other times. Demolishing or building walls, installing doors, plastering and painting, stripping and re-sealing floors; these are all things best done when facility usage is at minimum.

In an effort to enhance security for the Recreation staff at the Robert Livermore Community Center, a door was installed in the hallway leading to staff offices. The Facilities team was able to remove an existing door from an unsecured area and install it at the hall entrance, thereby restricting public access to that area.



*RLCC Door Installation*

Earlier this month, LARPD was asked to facilitate the creation of an overnight “warming center” at the Veterans’ Building on South L Street. To help prepare for this change in usage, the Facilities team installed additional door locks, re-keyed many locks, created secured storage

areas, added additional lighting, and trained the warming center's staff on usage of the kitchen and heating equipment. All was done in less than 48 hours. The warming center has been successfully operating since December 16<sup>th</sup>.

Graffiti is a constant challenge throughout the District. There are always the usual problem areas like May Nissen Park, but this month Sunset Park was added to the list of targets. Two nights in a row the playground equipment was heavily tagged. Two mornings in a row a joint team of Parks and Facilities staff were able to remove the offending art before 10 am. Police were called out on the second morning and a report was filed.

Hagemann Park received a new corkscrew slide for the playground. Back ordered for months, the slide finally arrived this month. In two days, the team had the foundations of the old slide removed and the new slide installed and ready for use.



*Hagemann Slide Installation Before      Hagemann Slide Installation After*

The list of projects completed this month is a long one. New monument signs were fabricated for Hagemann and Mocho Parks. Lighting repairs were done at Cayetano Park and the Veterans' Building. HVAC repairs were completed at multiple ESS sites and at the RLCC. The aging elevator at the Carnegie was repaired yet again. Roof clean-up and repairs throughout the District are par for the course this time of year. It only takes a handful of leaves to clog a roof drain that can lead to leaks or even roof damage or collapse. The Facilities team is always busy because maintenance never sleeps.

#### Parks Maintenance:

Turf renovation has begun at Lower Hagemann sports field. 90 cu. yards of compost will be worked in, and reseeding will follow. Estimated time of completion should be mid-January, depending on weather.

The Bill Payne soccer field has been reseeded.

3 hours vandalism (graffiti abatement) hours have been reported.

Ongoing dead tree removal and safety pruning throughout the District's parks and trails

Annual pre-emergent application throughout the District continues. 1,213 gallons have been applied in December.

December Irrigation Repairs:

Sprinkler repair/replacement – 124  
Mainline repairs – 4  
Irrigation Valve repairs – 11  
Lateral line repairs - 9  
Drinking fountain repairs - 2

Mechanic's Shop:

Vehicle service and repairs:

- 238D85 & V27- Low tire light on, set pressure to reset TPNIS
- V46 & V50- Replace dead battery
- V49- Service/ Inspection, tire light on, set tire to specs- reset to TPNIS system
- V42 & V50- Service/ Inspection

Mower and tractors repairs:

- E053- Replaced 2 rear tires
- Replaced 4 tires on Toro Mower trailer
- E083- Replace left side tire flat
- E066- Changed dead battery and charging system IN-OP replaced voltage regulators- ok

Small equipment repairs:

- S166 & S095 & S127& S225- No Start. Replaced fuel and plug
- Replaced the ball valve on the gopher machine

Additional tasks performed:

- Shop maintenance
- Ordering parts for inventory
- Went to Modesto to pick up E080
- Road call V46

Trails Update:

Trail T6 developer has applied for permits to complete the project.

Respectfully submitted,



Mathew Fuzie  
General Manager

MF/ph