



Livermore Area
Recreation and Park District
An independent special district

Board of Directors

Maryalice Faltings
Director

David Furst
Director

Jan Palajac
Chair

Philip Pierpont
Vice Chair

Beth Wilson
Director

Welcome to the Board of Directors' Meeting

You are welcome to attend all Board of Directors' meetings. Your interest in the conduct of public business is appreciated. Any citizen desiring to speak on any item not on the agenda may do so under Item 2 "Public Comment" when the Chair requests comments from the audience.

If you wish to speak on an item listed on the agenda, please wait until the item is up for discussion, the opening staff or committee presentation has been made, and the Board has concluded its initial discussion. Then, upon receiving recognition from the Chair, please state your name, and tell whether you are speaking as an individual or for an organization. Each speaker is limited to three minutes.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District office, 4444 East Avenue, Livermore, during normal business hours.

Pursuant to Title II of the Americans with Disabilities Act and section 504 of the Rehabilitation Act of 1973, LARPD does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs or activities. To arrange an accommodation in order to participate in this public meeting, please call (925) 373-5725 or e-mail Lvanbuskirk@larpd.org by noon on the day before the meeting.

AGENDA REGULAR MEETING

WEDNESDAY, OCTOBER 14, 2020, 2:00 P.M.

NOTICE: Coronavirus COVID-19

In accordance with Governor Newsom's Executive Orders, the Livermore Area Recreation and Park District Board of Directors and staff will be participating in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public may participate in the meeting electronically, and shall have the right to observe and offer public comment at the appropriate time during this Board meeting.

We have also provided a call in number, as identified on this Agenda, and encourage you to attend by telephone.

PARTICIPATION:

Please click the link below to join the webinar:

<https://zoom.us/j/98446463604?pwd=bXUzYnd4S2ZHdVp6aml6VU1QTEZHZz09>

Passcode: 4444 Webinar ID: 984 4646 3604

Or Telephone: Dial 1 669 900 9128

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

2. PUBLIC COMMENT

During this comment period, any person is invited to speak on any topic that is not listed on this agenda. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on a future agenda. Those who wish to comment on an item that has been listed on this agenda may comment when that item has been opened for consideration by the Board and before any action is taken.

3. PROCLAMATIONS AND PRESENTATIONS

3.1 LARPD FOUNDATION ANNUAL REPORT

The Board will receive a presentation on the LARPD Foundation Annual Report.
(Information Only)

3.2 RESOLUTION PROCLAIMING OCTOBER 2020 AS BULLYING PREVENTION MONTH AND OCTOBER 21, 2020 AS UNITY DAY

The Board will consider approving a resolution proclaiming October 2020 as Bullying Prevention Month and October 21, 2020 as Unity Day. (Resolution)

Resolution No. 2702, proclaiming October 2020 as bullying prevention month and October 21, 2020 as Unity Day.

4. CONSENT ITEMS (Motion)

- 4.1 Approval of the Minutes of the Regular Board Meeting of September 9, 2020
- 4.2 Approval of the Minutes of the Special Board Meeting of September 22, 2020
- 4.3 General Manager’s Monthly Update to the Board – October 2020

5. DISCUSSION AND ACTION ITEMS

5.1 DISTRICT NOTICE 006 – DISTRICT FLAG POLICY

The Board will review and consider approving District Notice 0006, District Flag Policy, which will supersede Policy No. FAC-09-51309 Policy on Display of Flags at District Facilities. (Resolution)

Resolution No. _____, approving District Notice 0006, District Flag Policy.

5.2 SEPTEMBER 2020 PRELIMINARY FINANCIAL OVERVIEW

The General Manager and Administrative Services Manager will report on the preliminary financial results through September 2020 (Discussion)

6. INFORMATIONAL ITEMS (No Action Required)

6.1 PROGRAM UPDATES

The General Manager and Staff will report on programs in their respective departments.

7. COMMITTEE REPORTS

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

9. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

10. ADJOURNMENT

**THE BOARD OF DIRECTORS
OF THE
LIVERMORE AREA RECREATION AND PARK DISTRICT**

RESOLUTION NO. 2702

**A RESOLUTION PROCLAIMING
OCTOBER 2020 AS BULLYING PREVENTION MONTH
AND OCTOBER 21, 2020 AS UNITY DAY**

BE IT RESOLVED that the Board of Directors, as the governing body of the Livermore Area Recreation and Park District, hereby approves the attached Proclamation of October 2020 as Bullying Prevention Month and October 21, 2020 as Unity Day.

ON MOTION of _____, seconded by _____, the foregoing resolution was passed and adopted this 14th day of October, 2020 by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved this 14th day of October, 2020,

Jan Palajac
Chair, Board of Directors

ATTEST:

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

Proclamation

Of The

Livermore Area Recreation and Park District

Proclaiming
OCTOBER 2020 AS BULLYING PREVENTION MONTH
OCTOBER 21, 2020 – UNITY DAY

WHEREAS, October is National Bullying Prevention Month and one out of every five students ages 12-18 report being bullied at school during the school year, according to the National Center for Educational Statistics; and

WHEREAS, the Livermore Area Recreation and Park District will join the City of Livermore and the Livermore Valley Joint Unified School District in celebrating Unity Day, an annual event with participants joining together nationwide to unite in the commitment to stop bullying and to promote healthier communities through kindness, acceptance, and inclusion; and

WHEREAS, research has shown that promoting and modeling the behaviors of kindness, acceptance of difference, and inclusion creates healthier communities for all people with fewer incidences of bullying; and

WHEREAS, coming together, united in our desire to create a healthier community for all,

NOW THEREFORE, the Board of Directors of the Livermore Area Recreation and Park District hereby proclaims October 2020 as National Bullying Prevention Month in Livermore and October 21, 2020 as Unity Day to bring awareness to the issue of bullying prevention and to work to create safe and supportive environments for all students and community members; and

BE IT FURTHER PROCLAIMED, that Livermore schools, students, parents, recreation programs and community organizations be encouraged to engage in Unity Day, bringing all citizens together to celebrate kindness, acceptance of difference, and inclusion to protect our District from bullying and create a healthier community.

Jan Palajac, Chair
Board of Directors

Mathew L. Fuzie
General Manager

Vice Chair, Philip Pierpont

Board Member, Maryalice Faltings

Board Member, David Furst

Board Member, Beth Wilson



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, SEPTEMBER 9, 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, Patricia Lord, Alexandra Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, David Weisgerber, Joseph Benjamin, Julie Dreher, Jessie Masingale, Linda VanBuskirk, Megan O'Connor, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Patrick Lucky, Robert Sanchez, Sandra Kaya, Stacey Kenison, Vicki Wiedenfeld, Rod Attebery

OTHERS PRESENT: Stacey Swanson

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

Chair Palajac called the meeting to order at 2:02 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 August 12, 2020
- 3.2 General Manager's Monthly Update to the Board – September 2020

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

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

4. DISCUSSION AND ACTION ITEMS

4.1 ACCEPTANCE OF THE SUNSET PARK PLAYGROUND PROJECT AS COMPLETE

General Manager Mat Fuzie introduced the item, stating that this is an unusual time in that the District is approving a project completed satisfactorily per the contract, but LARPD is not yet able to open it up to the public per the Alameda County Health Order regulations. As a show of good faith to the public, LARPD will remove the fences, but must post it as closed. Administrative Services Manager Jeffrey Schneider reported that the budget was \$1.2M, and the project was completed \$75,478 under budget for an Actual Total Project Spend of \$1,124,522.

Staff recommended the Board adopt a resolution accepting the Sunset Park Playground Project as complete and authorizing the General Manager to file a Notice of Completion with Alameda County.

Board member comments/questions included: Glad to see the project was completed under budget; Chair Palajac and Administrative Assistant Michelle Newbould offered to send a photo of the playground to the Board members; weighing risks associated with people climbing fences and getting injured v. removing fence and having onus on public to remain out of a closed facility in compliance with the Health Order regulations; concern over rampant use of playgrounds and dog parks in disregard of posted signs of closures; the fence installed around the old oak tree looks nice; interpretive signage will be installed soon, safety signage is in place; excited to see the official opening when that will be able to happen.

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

Moved by Director Wilson, seconded by Director Faltings, adopted Resolution No. 2701, accepting the Sunset Park Playground, LARPD Project No. 719, as complete, and authorizing the General Manager to file a Notice of Completion with Alameda County, by the following roll call vote:

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

5. INFORMATIONAL ITEMS (No Action Required)

5.1 ONLINE ACTIVITY GUIDE

The Board received a presentation on LARPD's virtual Activity Guide by Marketing and Public Information Officer Stacey Kenison and Communications Specialist Megan O'Connor.

5.2 ROLE OF DISTRICT IN EOC AND SERVICES

The Board received a report by GM Fuzie on the District's role as an Emergency Operations Center (EOC). The report highlighted GM Fuzie's membership in the virtual EOC in partnership with the City of Livermore and the Livermore Valley Joint Unified School District (LVJUSD); how the District may provide critical community services and resources during emergency situations (i.e. COVID-19 pandemic, navigating Health Order compliance as it changes, open space fires, social justice protests, heat waves, and unhealthy Bay Area air quality); and reimbursement of resulting expenses. GM Fuzie praised LARPD staff for their innovation in responding to the needs of the community during this time.

6. COMMITTEE REPORTS

- a) Director Wilson reported her attendance on August 27, 2020 at the virtual State of the County Address by Alameda County Supervisor Scott Haggerty.
- b) Director Wilson reported her attendance on September 4, 2020 at the Livermore Cultural Arts Council meeting.
- c) Director Pierpont reported his attendance on August 17, 2020 at the Finance Committee meeting.
- d) Director Pierpont reported his attendance on August 20, 2020 at the Intergovernmental Committee Meeting between LARPD, the City of Livermore, and the Livermore Valley Joint Unified School District.
- e) Director Furst reported his attendance on September 3, 2020 at the Facilities Committee meeting.
- f) Director Furst reported his attendance on August 14 and September 2, 2020 at the Chamber of Commerce Business Alliance meetings.
- g) Director Furst reported his attendance on August 27, 2020 at the virtual State of the County Address by Alameda County Supervisor Scott Haggerty.
- h) Director Faltings reported her attendance on August 17, 2020 at the Finance Committee meeting.
- i) Chair Palajac reported her attendance on September 3, 2020 at the Facilities Committee meeting.
- j) Chair Palajac reported her attendance on August 20, 2020 at the Intergovernmental Committee Meeting between LARPD, the City of Livermore, and the Livermore Valley Joint Unified School District.
- k) Chair Palajac reported her attendance along with Director Pierpont at the Ad Hoc Budget Committee meetings. These were held in August on the 17th, 24th, and 31st.
- l) Chair Palajac reported her attendance on August 18, 2020 at the Livermore Downtown, Inc. meeting.
- m) Chair Palajac reported her attendance on August 27, 2020 at the virtual State of the County Address by Alameda County Supervisor Scott Haggerty.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- a) Director Furst mentioned that there is a safety issue on the connector trail from the Edward R. Campbell Bridge going in the direction of the Arroyo Road staging area for Del Valle. He pointed out that as the trail crosses the blacktop road that proceeds up to a private residence, the angle of the blacktop road is very steep, and is difficult and dangerous for horses to get across. Their hooves slip on it. The equestrians have been asking for several years to have that trail re-aligned. Although the cattle grate has been removed and a DG portion has been installed there, LARPD has yet to modify the trail so that the equestrians may utilize the crossing at the DG portion. Director Furst suggested that Staff prioritize resolving this issue by realigning the trail in the near future.
- b) Director Faltings thanked Administrative Assistant Michelle Newbould for facilitating her information technology setup, making her participation here possible today.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- a) The California Association for Park and Recreation Indemnity (CAPRI) is calling for nominations for board members. GM Fuzie intends to throw his hat into the election to continue on the CAPRI Board.
- b) GM Fuzie introduced Recreation Department Manager Alexandra Ikeda who announced that LARPD has received clearance from the Alameda County Health Officer to open the Aquatics facility and offer lap swim. She thanked Recreation Supervisor Patrick Lucky for continuing to advocate for the positive benefits that lap swim brings to the community. This program will begin on Monday, as a monthly class option. Pre-registration is required. Ms. Ikeda reported that this program is so popular that all 78 spots for the month were filled within two hours of opening.
- c) Ms. Ikeda announced that LARPD is now able to offer the gymnasium as a rental option for indoor camps. Organizations must submit their safety and site plans prior to renting the space.
- d) Ms. Ikeda announced that LARPD is now able to open outdoor basketball and volleyball courts as long as members within the same household play on them. These are also available for childcare and camps.
- e) Youth Services Supervisor Nancy Blair announced that the new Health Order will allow 14 students in classrooms at this point.
- f) Community Outreach Supervisor David Weisgerber announced that LARPD offers virtual and outdoor fitness along with other social activities for up to 12 seniors at a time.
- g) GM Fuzie announced that LARPD currently has six “minimonies” (a small ceremony with up to 25 people) scheduled at Ravenswood, and the 50 in 50 Fitness Challenge has been very popular.

12. ADJOURNMENT: The meeting was adjourned at 3:24 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

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



Livermore Area
Recreation and Park District
An independent special district

LIVERMORE AREA RECREATION AND PARK DISTRICT
SPECIAL MEETING of the BOARD OF DIRECTORS

DRAFT MINUTES

TUESDAY, SEPTEMBER 22, 2020

3:30 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, Andrea McGovern, David Weisgerber, Fred Haldeman, Jane Andracchio, Jeffrey Schneider, Jessica Farrish, Jill Kirk, Jessie Masingale, Joseph Benjamin, Joy Jessop, Julie Dreher, Kathy Lake, Leslie Shaw, Linda VanBuskirk, Lynn Loucks, Megan O'Connor, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Nilo Vasquez, Patrick Lucky, Robert Sanchez, Stacey Kenison, Tracy Castro, Rod Attebery

OTHERS PRESENT: Angie Solbeck, Annette Frei, Barb, Carolyn Ulrich, Celene Resong, G8ThinQ, Gordon Black, Kate, Kristie Wang, Mike Ralph, motherofpearl, Nancy Broberg, Owner, Stacey Swanson, Steve Goodman,
1-209-xxx-3915
1-209-xxx-6404
1-925-xxx-1431

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

Chair Palajac called the meeting to order at 3:30 p.m. All Directors were present, via Zoom. Chair Palajac led the Pledge of Allegiance.

2. ORGANIZATIONAL STRUCTURE RECOMMENDATION IN RESPONSE TO COVID-19 BUDGET AND REVENUE REDUCTIONS:

Chair Palajac stated, “This has been a very difficult process. We did not fully anticipate or realize the magnitude of our financial situation until things evolved as we responded to the COVID-19 shutdown. What we will be discussing is the product of a lot of analysis, discussions and evaluations and which has been addressed with the sober assessment it deserves. I hope everyone realizes that there are several difficult decisions that are being proposed, and they would not be on the table if it were not thought to be necessary.”

General Manager Mat Fuzie presented the staff report. He pointed out that Attachments A and B represent the District Organizational Chart structures, one redlined showing recommended reductions, and one as a clean version. These were shared with any potentially impacted employees by their managers last week.

Recommendation: The General Manager recommends acceptance of a new organizational structure for Livermore Area Recreation and Park District to carry the District through the COVID-19 global pandemic and beyond. The new structure does call for a reduction on work force and includes layoffs, time base changes, reclassifications and furloughs as measures to achieve a desired outcome.

Administrative Services Manager Jeffrey Schneider reviewed and discussed Attachment C to the staff report, “Current Financial Plan – Adjustments vs Approved Budget” which detailed changes to revenue projections, salary and benefits, services and supplies, capital equipment changes, and a modest contingency. ASM Schneider further reviewed and discussed Attachment D to the staff report, “Summary of Current Financial Plan vs Approved Budget – by Department.”

Director Furst stated this was not an easy task and was not what was expected at the beginning of the year when the District projected a budget surplus. He expressed appreciation to the senior staff and the Ad Hoc Budget Committee for their work in organizing these painful changes into the organizational structure.

Director Faltings stated she has been on the LARPD Board for 28 years, and has known everybody that worked with LARPD. The District neither anticipated nor wanted to have to do it, but must have a balanced budget. A district cannot operate in the red. She stated this is easily one of the very saddest days she’s experienced with LARPD, and wished everybody well.

Director Wilson agreed that this is a horrible and difficult process to go through. She expressed appreciation for Staff as well as the Ad Hoc Budget Committee who have all worked very hard.

Director Pierpont echoed the sentiments of his fellow board members and expanded by pointing out that this has been an agonizing journey on every level. As a member of both the Finance Committee and the Ad Hoc Budget Committee, he’s worked closely with staff for months taking into account revenue projections from programming and property taxes, trying to creatively stay out in front of what was happening with COVID-19 in order to make sound financial decisions. The District did as well as it could under the circumstances. The process has been racked with sorrow and frustration, but the viability of the District matters.

He praised Staff for handling this in an exceedingly professional way, stating that this has shown the class of everybody involved in this District.

Chair Palajac added when she took over as Chair of the Board in January, she never dreamed LARPD would be in this position. She stressed that this is not a decision that the District takes lightly.

District Counsel Rod Attebery commented that in over 20 years of representing public agencies, none have been through a time such as this, and stated the District has gone above and beyond in trying to protect as many people as possible.

Chair Palajac opened public [and staff] comment.

Public Comments Received Over Zoom:

Annette Frei stated, “We feel for your position in having to make these budget cuts. As the water aerobics instructor, I want to stand up for the seniors who can’t exercise in other ways. It doesn’t matter so much for me because I have another job . . . It’s hard for us all because we love helping the group that comes to the pool, but it’s mostly for those seniors that don’t get out otherwise as well. I just figured it’s my duty to say something.”

Celene Resong stated, “I think the District has done all it could to protect the employees. The Health Orders have to be followed, and I’m sure that as soon as things can safely resume, the District will bring them back online.”

Mike Ralph stated, “Thank you to everyone for making these hard but necessary decisions. We are all in this together. Stay safe.”

Carolyn Ulrich stated, “It’s sad to see programs being eliminated like PAL and preschool along with staff.”

With no more speakers, Chair Palajac closed public comment.

Moved by Director Faltings, seconded by Director Pierpont, accepted the changes to the Organizational Structure in response to COVID-19 Budget and Revenue Reductions, by the following roll call vote:

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

GM Fuzie complimented Chair Palajac and Director Pierpont for their much appreciated leadership on the Ad Hoc Budget Committee.

3. ADJOURNMENT: The meeting was adjourned at 4:25 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

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



Livermore Area
Recreation and Park District
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**GENERAL MANAGER'S MONTHLY UPDATE
TO THE BOARD OF DIRECTORS ON ISSUES AND PROJECTS
OCTOBER 2020**

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. More information and updates on the projects are posted on the District's website at <https://www.larpd.org/departments/cip>

GENERAL SUMMATION: Livermore Area Recreation and Park District continues to evolve with the rest of the world in response to the pandemic. In the month of September we asked the Board of Directors to take the difficult step of approving a reduced budget for the fiscal year that included a continued reduction in workforce resulting in parting ways with 27 members of our staff, or roughly 20% of our fulltime workforce. We will continue to work with the Ad Hoc Budget Committee to further refine our budget projections, business models and operational decisions to build the strongest possible response to the current environment. We will continue with Human Resources policies and notices for the Board to review at future meetings. I want to thank the Board of Directors for their hard work and ability to understand the high level view of the district.

BOARD OF DIRECTORS:

Matters Initiated:

September 9, 2020 Board Meeting –

- Director Furst mentioned that there is a safety issue on the connector trail from the Edward R. Campbell Bridge going in the direction of the Arroyo Road staging area for Del Valle. He pointed out that as the trail crosses the blacktop road that proceeds up to a private residence, the angle of the blacktop road is very steep, and is difficult and dangerous for horses to get across. Their hooves slip on it. The equestrians have been asking for several years to have that trail re-aligned. Although the cattle grate has been removed and a DG portion has been installed there, LARPD has yet to modify the trail so that the equestrians may utilize the crossing at the DG portion. Director Furst suggested that Staff prioritize resolving this issue by realigning the trail in the near future. – [*This project was completed during the second half of September.*]

September 22, 2020 Special Board Meeting – None.

September 30, 2020 Public Meeting in the Park – (Canceled)

Board Members attended two board meetings, four committee meetings, one LARPD Foundation meeting, and four community outreach/liaison meetings in September. Board members met individually with the General Manager to discuss the budget and revenue reductions in response to

COVID-19. The Board Chair attended weekly meetings with the GM and core staff on the District's response to COVID-19 matters.

Board actions for the month included:

- Resolution 2701 – Accepting the Sunset Park Playground, LARPD Project No. 719, as complete, and authorizing the General Manager to file a Notice of Completion with Alameda County.

ADMINISTRATIVE SERVICES - FINANCE/HUMAN RESOURCES/INFORMATION TECHNOLOGY:

Finance:

1. The Ad Hoc Budget Committee has been a priority and which culminated with the Board approving the organizational changes and non-labor spending revisions that were presented to them on September 22nd. Ongoing reporting will include a comparison of Actual results with the new financial Forecast as well as with the Budget that was approved in June, 2020.
2. Annual Audit FY19-20: We are preparing for the auditors' next visit to our offices, which is now slated for October 5th-6th. All data documentation and reporting has gone well and will be completed by October 1st. The District is poised to conclude its audit in December, 2020 (would be earlier had there been no scheduling conflicts with the audit partner).
3. August, 2020 Preliminary Financial results: On revenues of \$294k, the District's preliminary net operating contribution (revenue less expenses) is (\$1.090million), which is \$24k better than the approved budget.

Human Resources:

1. The HR staff's focus in September was on supporting the organizational changes that were approved by the Board on September 22nd. Staff prepared information packages for all staff that were affected by the approved changes, which included layoffs of 20% of the District's benefited staff (27 people), revisions to the job classification or benefit status of some employees, and one furlough.

Information Technology:

1. The District's IT Technician left the District on September 18th and will be absorbed as a contractor with IT Services partner All Covered.
2. Work is focused on administering the files and emails of those staff that are leaving the District by October 3rd.
3. Staff continues to pursue upgrades of internet bandwidth at ESS sites and, due to limitations presented by AT&T and Comcast, are now pursuing other technologies (including microwave) to address challenges that cannot adequately be addressed by the aforementioned vendors.

AGREEMENTS AND SPECIAL PROJECTS:
CAPITAL PROJECTS:

1. On September 9th, the Board approved a resolution declaring the Sunset Park Playground as complete. Actual project spend was \$75k under the \$1.2 million budget.
2. The District's solar project at the RLCC is back on track, though City staff is now expected to present the RLCC lease extension and Sub-lease agreement to the City Council for approval on November 9th. A staff-level approval of the project's Entitlement is expected to be completed by early October (all District deliverables have been completed, including an updated site plan and project description that reflect two carport structures instead of three, and a revised easement).
3. The Michell School project to replace portable buildings for the Extended Student Services program in conjunction with Livermore Valley Unified School District continues, with the current focus being on design work and obtaining Division of State Architect (DSA) review. Spending on the Michell project is currently projected to be \$1.375million, or \$125k below the \$1.5million project budget, which includes a contingency of 10% on all building-related costs (fabrication, foundation, and delivery/installation).
4. In response to the COVID-19 pandemic, the District has suspended other Capital Improvement Projects until further notice.

COMMUNITY SERVICES:

Youth Services: We began the school year with distance learning on Tuesday, August 25th. Though we have had some technical difficulties with everyone online at the same time, the kids and staff are adapting well. ESS is offering full-day programs and a few part-day programs to support working parents during this time. Currently we are serving 255 children in our programs and are continuing to enroll.

ESS staff has done an amazing job working on the front line since May 4th. They have adapted their programs to follow strict COVID-19 guidelines developed by the Alameda County Public Health Department. They are an amazing group of child care professionals – we are lucky to have them.

We are beginning the planning stages to bring back preschool at the beginning of the year. We are hoping to run small groups at two sites to start. We will follow all state and county guidelines.

Senior Services / Community Outreach:

Senior Services: September brought several new opportunities for connection. This month also brought our first ever drive-thru ice cream social sponsored by J.Rockcliff realtor, Jeff Katz. Ninety (90) seniors stopped by RLCC to pick up an ice cream sundae to-go. Free Home Repairs for Seniors has continued in partnership with Hagenbach Construction where in September the program helped seven (7) Livermore seniors complete numerous home projects. "Friday Fun Day" continued with theme days including Aloha Friday and St. Patrick's Day. Volunteers were able to spread cheer and optimism with inspirational signs and smiles through their masks. September also began a new session of outdoor and virtual fitness classes for seniors.

Volunteers: The Annual Volunteer Impact Report for 2019-20 is included as an attachment and provides a snapshot of the work accomplished by LARPD volunteers in the last year. Highlights include over 4,000 hours volunteered across 15 different programs and events even with limited opportunities in the spring due to COVID-19 restrictions. The Neighborhood Ambassador Program has concluded its first year as a program in September. Staff is gathering feedback and data to report on the progress and future of that program.

Community Outreach: The Safe Parking Program has seen dramatic program growth from July (25 vehicle/occupancy count) to August (55 vehicle/occupancy count) due to an increase in outreach efforts by City Serve. LARPD staff has continued to support our local nonprofit service providers during the COVID-19 response including Tri-Valley Haven Mobile Food Pantry, Open Heart Kitchen, and Safe Parking Program along with referrals to Senior Support of the Tri-Valley and Spectrum Meals on Wheels.

- Tri-Valley Haven Mobile Food Pantry Sept. Deliveries: 170 bags of groceries delivered to Livermore Seniors
- Open Heart Kitchen August Senior Meals Served at RLCC: 1987
- Open Heart Kitchen August Hot Meals Served at RLCC: 3444
- Safe Parking Program August Vehicle/Occupancy Count: 55

Open Space: This month saw the beginning of our new program, Sycamore Science Camp. This timely program provides children the opportunity to come outside and enjoy the environment while they learn about a myriad of nature based topics. This camp is designed with different age groups in mind, serving children from Transitional Kindergarten (TK) all the way to 4th grade. Not only did this program provide a valuable service to parents trying to balance their schedules with kids doing online schooling, Sycamore Science Camp also provided its first program for home-school families. Home-school groups are often an overlooked part of our community and we are excited about offering them the same educational opportunities other groups receive.

Weekend Valley Wilds programs have also been very popular. All Valley Wilds programs have been filled and all have people on the waitlist.

We also installed split rail across a steep grade that was being used as an unofficial trail. The decision was made when two people were injured on that steep grade within a week of one another. Now that this area has been split railed off, over time it will recover to its original habitat. This will make the park a safer place for both bicyclists and hikers while adding to Sycamore Grove's stunning beauty.

RECREATION:

Staff continues to work closely with the Alameda County Health Officer in regards to the current Health Order to receive clarification and approval for the programs and services that we are allowed to offer to our community. It is our goal to provide creative and engaging camps and programs within a safe and fun environment. This month Aquatics received approval to open for Lap Swim. This is a monthly fitness class that meets on Mondays, Wednesdays, and Fridays. We are now also offering Tuesday/Thursday lap swim which brings our lap swim program to five (5) days a week. Participants are required to preregister to ensure we are meeting the Health Order guidelines. Aquatics continue to offer our monthly Water Polo Camp, and renting out pool space to local organizations for their swim camps. We received approval to hold youth camps and athletic conditioning programs in our Gymnasium. Staff is working with local organizations to rent our sports facilities for their camps or athletic conditioning programs. Each organization is required to

submit a safety plan to the District outlining their rental use and demonstrating that they are meeting the Health Order guidelines. In addition, staff periodically monitors these rentals to ensure they are following their safety plans and the Health Order guidelines. The facility rental staff successfully hosted two Minimonies this month at the Ravenswood Historic Site. Each rental had a total of 25 guests in attendance and staff was on site to assist with their rental needs.

This month we assisted the City of Livermore by opening the Robert Livermore Community Center as a Cooling and Poor Air Quality Center for a total of 13 days. The Cooling Center is opened for either extreme heat above 95 degrees for two or more consecutive days, or for when there is extreme heat in combination of poor air quality that measures above 150 Air Quality Index (AQI).

We continue to support Community Services Senior Lunch Program with setup, takedown, and the cleaning of the Robert Livermore commercial kitchen Monday through Friday. Facility staff continues to clean the park restrooms Sunday through Saturday, as well as cleaning the Robert Livermore Community Center and the Recreation Building during operating hours to ensure our facilities are clean and safe for staff, program participants, and community members. Our Front Counter Staff are serving the community and supporting District staff Monday through Friday from 8:00am-2:00pm with over the phone inquiries, and program registration and updates.

MARKETING AND PUBLIC INFORMATION:

Public Information: The communications team continues to produce park signage in both English and Spanish to replace signage that is either removed or damaged in our parks. We produced the October edition of the District Constant Contact newsletter that went out to nearly 18,000 people through the Active Network system. We continue communication with media outlets and reporters regarding District initiatives and programs, including The Independent.

Community Engagement: We partnered with the City of Livermore and the Livermore Valley Joint Unified School District on a city-wide social media campaign called "Mask Up For Livermore". The campaign focused on encouraging the community to wear face masks to slow the spread of the virus. This was a successful campaign and we along with the school district and City received positive feedback for doing this. Stacey Kenison participated in a phone interview with KKIQ radio station personality Mel McKay on for Philanthropy Thursday and spoke about the event. The link to the interview is here <https://c1-blue.futuripost.com/kkiq/playlist/philanthropy-thursday-stacey-kenison-from-livermore-area-recreation-and-park-district-1004.html>

We have also partnered with the school district and the City for another joint campaign that will run the week of October 19-23 called Unity Day. Unity Day is on October 21 and is National Bullying Awareness and Prevention Day. It promotes kindness, inclusion and acceptance while discouraging bullying behavior.

We have continued to host a table at the Farmer's Market weekly through September where we promoted LARPD events, programs and initiatives, and engaged the community in positive conversations about the District.

Special Events: We have been busy this month working on two special events: *The 50 in 50 Fitness Challenge and the conclusion of the Summer Photo Contest.*

1. *The 50 in 50 Fitness Challenge* is well under way. This virtual challenge will launch on August 1st and run from August 29 – October 17, 2020.

2. The Summer Photo Contest Concluded on September 15 and judging occurred on September 24. One winner was chosen in each of three categories for two age groups with an honorable mention selected for each as well. Winning images have been attached for your reference.
3. Virtual Dogtoberfest has been cancelled.

Social Media and Website: We continued to monitor all social media outlets for mentions of LARPD and support District staff to promote our programs and initiatives, as well as manage and maintain content on the District website to ensure information is current and accurate.

Due to the layoffs of our Marketing and Communications team, we as a management team will be meeting the second week of October to discuss our transition of these functions within programming groups and administration.

PARK MAINTENANCE and FACILITIES:

Irrigation Repairs:

Main Lines	2
Lateral Line Repairs	0
Sprinkler Repairs	38
Valve Box Repairs	0
Backflow Repairs	1
Irrigation Valve Repairs	30
Gallons of Pesticide Sprayed	455
Graffiti Abatement Hours	3

The Parks team was very busy in September with pruning and mechanical weeding at parks. They performed extensive dropped branch and tree removal. Eighty yards of bark was moved from Big Trees to Sunset. Reseeding was completed at Bill Payne. Staff performed maintenance and repairs at ESS site, rodeo grounds, Ravenswood Historic, and Weekender maintenance schedules. Tot lot inspections and repairs were conducted.

Safety meetings: Tractor (loader) pre-check, start up, and test drive experience (for newbies).

Graffiti/vandalism: Brian Hall: 2 hours, Stephen Boothe 3 hours = 5 hours total.

Arborist: Many trees assessments and homeowner concerns near park property and private homeowner areas by Stephen Boothe.

Mechanic's Report:

Vehicle Repairs	5
Mower and Tractor Repair	8
Small Equipment Repairs	5

Additional Task Perform: 3 road calls and shop maintenance

Living Arroyos: Living Arroyos used 30,050 gallons of water at ten different mitigation sites for the City of Livermore and Zone 7 Water Agency. Water was used to keep native vegetation alive to meet the project's success criteria. The program also removed 430 gallons of invasive species at various projects while watering to promote the growth of native species. The program also

facilitated five creek clean ups by providing equipment; clean ups were part of the Adopt a Creek Spot's eighth annual Creeks to Bay Clean-up.

Facilities: It was another busy month for the Facilities team.

- We completed sewer repairs/upgrades and electrical improvements in the Cross house.
- Re-built the deck for Junction ESS over the weekend of the 19th and 20th so as not to impact program.
- Performed fence and building modifications at Altamont ESS to hinder unauthorized roof access.
- Re-sealed the lower roof at the Merritt Building on Trevarno. This roof was originally slated to be replaced this year but COVID conditions have delayed replacement due to costs. The work done this month will serve to defer replacement for another 1-2 years.
- Due to the excessive smoke/ash in the air earlier this month, additional maintenance and cleaning needed to be performed on the chiller and AHU's at the RLCC as well as off-site HVAC units.
- Asphalt trail repairs were performed at Robertson Park.
- Warranty bench repairs continue throughout the District.
- Drinking fountain maintenance continues throughout the District.
- Data cables for internet access and phones were run at the new Ranger trailer.
- The need for pool maintenance/cleaning was significantly increased due to the high concentration of ash in the air.
- The trail crossing in Sycamore grove was re-aligned to create a more direct/straighter path.
- In addition to all of the previous, all regular preventive maintenance was performed throughout the District.

Respectfully submitted,



Mathew Fuzie
General Manager

Attachments:

Volunteer Impact Report 2019-20
Summer Photo Contest Winning Images

VOLUNTEER PROGRAM

IMPACT REPORT 2019-2020



BY THE NUMBERS



210

ACTIVE
VOLUNTEERS



4,036

HOURS
VOLUNTEERED



\$120,878

VALUE
ADDED

“I AM PROUD TO BE PART OF THE [LARPD] VOLUNTEER PROGRAM. WE VOLUNTEERS HAVE A GREAT DEAL OF LIFE EXPERIENCE TO SHARE AND WE STILL HAVE A LOT OF LIFE IN US!”

LUCY D. - VOLUNTEER SINCE 2018

VOLUNTEER PROGRAMS

- APPLEFEST
- BREAKFAST WITH BUNNY
- BREAKFAST WITH SANTA
- CAMP SYCAMORE
- CHILDREN'S FAIR
- DADDY/DAUGHTER DANCE
- DOGTOBERFEST
- MUSHROOM MADNESS
- OPEN SPACE VOLUNTEERS
- PARK AMBASSADOR PROGRAM
- RAVENSWOOD DOCENTS
- SENIOR TRIPS, ACTIVITIES, AND LENDING LIBRARY
- SUMMER CAMPS
- TRICK OR TREAT IN THE PARK

540

POTS OF COFFEE MADE BY SENIOR SERVICES VOLUNTEER, JACKIE S.



7 TRUCKLOADS OF VEGETATION REMOVED BY OPEN SPACE VOLUNTEERS IMPROVING ACCESS TO THE CATTAIL POND AREA



7



396

396 CAMPER'S ATTENDED SUMMER NATURE CAMP FILLED WITH HIKING, STORYTELLING, AND EXPLORING WITH HELP OF 36 VOLUNTEERS ASSISTING FOR 1,635 HOURS IN 2019



NEIGHBORHOOD PARK AMBASSADORS

NEW

THIS NEW PROGRAM ENLISTED VOLUNTEERS TO HELP KEEP OUR NEIGHBORHOOD PARKS CLEAN, SAFE, AND GREEN.

12 PARK AMBASSADORS

281 PARK VISITS

141 HOURS VOLUNTEERED

“I DEFINITELY FOUND MY IDEAL VOLUNTEER OPPORTUNITY AT LARPD. I'VE MET SO MANY AMAZINGLY TALENTED AND FUN PEOPLE, OF WHOM, MANY HAVE BECOME LONG TIME FRIENDS. TRUTHFULLY, EVERYONE FEELS LIKE ONE BIG FAMILY TO ME AND I'M THANKFUL TO BE A PART OF IT.

GAYLE T. -VOLUNTEER SINCE 2017



Kylie Austin—Winner
“Hope”
Under 15
Built Environment



Audrey Kenison— Honorable Mention
“Tinker Sunflower”
Under 15
Built Environment



**Denica Belluci—Winner
“Butterfly”
Under 15
Parks and Open Space**



**Leo Koray - Honorable Mention
”Open Spaces”
Under 15– Parks and Open Space**



Lauren Maryman —Winner
“Farmers Market”
Under 15
Community Life

Audrey Kenison - Honorable Mention
”Lonely Streets of COVID”
Under 15- Community Life





Bill Conaway —Winner
“Cat Tail Pond”
16+
Parks and Open Space



Sue Griffin - Honorable Mention
”Laughing Barn Owl”
16+
Parks and Open Space



Gary Oehrle — Winner
“Pals on a Morning Stroll”
16+
Community Life

Isabelle Madruga - Honorable Mention
”Straight Out of a Coming of Age Film”
16+
Community Life





Adam Jaycox — Winner

“Vine Strong”

16+

Built Environment

Livermore Area Recreation and Park District Staff Report

TO: Chair Palajac and Board of Directors

FROM: Mat Fuzie, General Manager

DATE: October 14, 2020

SUBJECT: District Notice 0006 – District Flag Policy

Recommendation: That the Board of Directors approve District Notice 0006, District Flag Policy.

This District Notice (DN) supersedes Policy No. FAC-09-51309 Policy on Display of Flags at District Facilities.

Purpose: To clarify the responsibilities and processes regarding the display of flags at designated District facilities in compliance with Federal and State law, and to maintain consistency and ensure proper respect for the flag.

Flags should be displayed in conformance with Federal and State law, 4 U.S.C.A §1 et seq. and the State of California Government Code §430 - 439.

To establish a policy with respect to the location, time, and manner the flags should be displayed, the following procedures should be followed.

The General Manager shall be responsible for ensuring the proper execution of this policy at all District facilities.

Procedures:

Location of the Flags

- a) Only the flag of the United States (“National flag”) and the flag of the State of California (“State flag”) shall be prominently displayed:
 - 1) In all rooms where the Board of Directors holds official Board Meetings open to the public.
 - 2) At designated buildings belonging to the District. The Buildings shall be designated by the Board of Directors.
 - 3) The flags should be displayed daily on or near the main entrance of the building.

Display of the Flags

- a) The National flag and State flag shall be the same size.
- b) If only one flagpole is used for the display of both flags, the National flag shall be placed above the State flag and the State flag shall be hung in such a manner as not to interfere with any part of the National flag. The National flag shall be placed in the higher position than the State flag at all times.
- c) Flags flown outdoors shall be all-weather flags.

Time of Display

- a) The National flag and State flag should only be displayed outdoors from sunrise to sunset, unless the flags are properly illuminated during the hours of darkness.
- b) If the flags are not illuminated, then they shall be raised after sunrise and lowered prior to sunset from the flagpole daily.

Days of Display

- a) The flags should be displayed on all days.
- b) The flags should be flown at half-staff on days designated by The President or Governor.
- c) The term “half-staff” means the position of the flag when it is one-half the distance between the top and bottom of the staff.
- d) Flags should also be flown at half-staff upon the death of a United States president, California State Governor, or other principal figure of the United States or State Government as a mark of respect to their memory. In the event of the death of other officials, foreign dignitaries, or a member of the Armed Forces, the flag is to be displayed at half-staff according to President (or Governor) instructions.
- e) To display the flag at half-staff, first raise it briskly to the full height, and then lower it ceremoniously to half-staff. When a district office is closed, and no staff is available to lower the flag to half-staff, then the flag should not be flown.
- f) The flying of flags at half-staff shall be coordinated among the District's offices. The General Manager shall be responsible for coordinating. Except for the days listed in Section b above, approval shall otherwise be obtained from the General Manager prior to flying flags at half-staff. When a staff member is aware of a situation, which would seem to be appropriate to fly the flags at half-staff, he/she should advise the General Manager and obtain direction.

- g) The State flag or any other flag shall never be placed above the National flag; thus, all other flags shall also fly at half-staff when the National flag flies at half-staff or shall be removed.

Care and Removal of the Flags

- a) The flags should be hoisted briskly and lowered ceremoniously.
- b) Upon being removed from the flagpole, the National flag should be properly folded into the shape of a triangle. It should be folded as follows:
 - 1) Begin by holding the flag so that its surface is parallel to the ground.
 - 2) Fold the flag in half twice, length-wise.
 - 3) Fold one corner into the opposite side of the flag, forming a triangle.
 - 4) Repeat this triangular folding until only a strip of the star field shows.
 - 5) Tuck the remaining strip into the triangle.
 - 6) When the flag is completely folded, only a triangular blue field of stars should be visible.
- c) Note that the folding procedure identified in Section b above only applies to the National flag, not the State flag.
- d) When not on the flagpole, the flags should not be left unfolded, nor should they be allowed to touch or lie on the ground. Flags should be properly stored to ensure their safekeeping. The flag should never be stored in such a manner as to permit it to be easily torn, soiled, or damaged in any way.
- e) Questions regarding the display or care of the flags should be directed to the General Manager.

Retirement of Flags

Upon the determination that a flag should be retired, the District must follow retirement procedures as set forth in statute. The flag will be folded properly and placed in the City Hall Flag Retirement Portal for a formal retirement ceremony by a certified organization.



Livermore Area Recreation and Park District 10/14/20 Board Meeting

Agenda Item 5.2

September 2020 Preliminary Financial Overview

Contents

- P3 Executive Level Commentary
- P4 Year-to-date 2020 Preliminary Financial Results
- P5 September 2020 Preliminary Financial Results
- P6-7 Supporting unit-level detail: September and Year-to-date

Executive Level Commentary

Through September, the District has managed to achieve results that are better than the Budget (as approved by the Board in June) and better than the latest Forecast that reflects the organizational changes approved by the Board on September 22nd.

- Year-to-date Revenues are \$139k better than Budget and \$335k better than the Forecast, driven by better than expected Property Taxes (via adjustments to property values) and better than projected Revenues in Recreation and Parks; Community Services Revenue is essentially on Forecast;
- Salary and Benefit Expenses are \$174k better than Budget and \$169k better than Forecast, as leave credit usage did not reach projected levels;
- Services, Supplies, and Capital were only slightly poorer than Budget (\$28k) and Forecast (\$13k).

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: PRELIMINARY ACTUAL Results, Year-To-Date through September 2020

	FY20-21			Variance: Better/(Poorer)		FY19-20	Incr/(Decr)	
	Actual	Approved Budget	9/22 Forecast	Vs Approved Budget	Vs 9/22 Forecast	Actual	\$	%
Revenue								
Taxes	\$511,351	\$242,500	\$242,500	\$268,851	\$268,851	\$491,740	\$19,611	4%
From Operations	\$893,965	\$1,024,104	\$827,943	(\$130,139)	\$66,022	\$2,494,462	(\$1,600,497)	(64%)
Total Revenue	\$1,405,316	\$1,266,604	\$1,070,443	\$138,712	\$334,873	\$2,986,202	(\$1,580,886)	(53%)
Salary and Benefits	\$2,898,999	\$3,073,052	\$3,068,473	\$174,053	\$169,474	\$3,777,559	(\$878,560)	(23%)
Services and Supplies	\$1,272,971	\$1,253,840	\$1,268,967	(\$19,131)	(\$4,004)	\$1,886,205	(\$613,234)	(33%)
Capital	\$8,795	\$0	\$0	(\$8,795)	(\$8,795)	\$0	\$8,795	-
Net Operating Results	(\$2,775,449)	(\$3,060,289)	(\$3,266,998)	\$284,840	\$491,549	(\$2,677,562)	(\$97,887)	(4%)

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)

Summary View: PRELIMINARY ACTUAL Results For the Month of September 2020

	FY20-21			Variance: Better/(Poorer)		FY19-20	Incr/(Decr)	
	Actual	Approved Budget	9/22 Forecast	Vs Approved Budget	Vs 9/22 Forecast	Actual	\$	%
Revenue								
Taxes	\$459,479	\$232,500	\$232,500	\$226,979	\$226,979	\$427,612	\$31,867	7%
From Operations	\$357,130	\$483,889	\$359,242	(\$126,759)	(\$2,112)	\$887,665	(\$530,535)	(60%)
Total Revenue	\$816,609	\$716,389	\$591,742	\$100,220	\$224,867	\$1,315,277	(\$498,668)	(38%)
Salary and Benefits	\$1,022,957	\$1,080,442	\$1,035,257	\$57,485	\$12,300	\$1,158,816	(\$135,859)	(12%)
Services and Supplies	\$436,956	\$372,609	\$378,073	(\$64,347)	(\$58,883)	\$626,447	(\$189,491)	(30%)
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-
Net Operating Results	(\$643,304)	(\$736,662)	(\$821,588)	\$93,358	\$178,284	(\$469,986)	(\$173,318)	(37%)

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
PRELIMINARY ACTUAL Results, Year-To-Date through September 2020

Department	Actual				Approved Budget				9/22 Board-Approved Forecast			
	Revenue	Salaries & Benefits	Services & Supplies	Revenue less Expense	Revenue	Salaries & Benefits	Services & Supplies	Revenue less Expense	Revenue	Salaries & Benefits	Services & Supplies	Revenue less Expense
Administration												
Administration	511,351	555,302	208,045	(251,996)	242,500	442,281	208,865	(408,646)	242,500	594,784	227,456	(579,740)
Marketing & Public Information	1,552	54,074	9,422	(61,944)	875	55,035	14,721	(68,881)	875	52,384	14,721	(66,230)
Technology & Communications	0	25,283	101,171	(126,454)	0	0	105,866	(105,866)	0	25,873	100,666	(126,538)
Capital Equipment	0	0	8,795	(8,795)	0	0	0	0	0	0	0	0
CIP	0	23,072	0	(23,072)	0	23,387	375	(23,762)	0	23,251	375	(23,626)
Administration Total:	512,903	657,731	327,433	(472,261)	243,375	520,702	329,827	(607,154)	243,375	696,292	343,218	(796,134)
Parks, Maintenance & Open Space												
Building Maintenance	0	208,193	129,650	(337,843)	0	226,670	94,905	(321,575)	0	217,776	94,905	(312,681)
Park Operations	80,596	489,619	727,541	(1,136,564)	69,612	541,788	667,002	(1,139,178)	69,612	508,411	680,652	(1,119,451)
Parks, Maintenance & Open Space Total:	80,596	697,812	857,191	(1,474,407)	69,612	768,458	761,907	(1,460,752)	69,612	726,187	775,557	(1,432,132)
Community Services												
Camp Shelly	0	0	921	(921)	0	0	1,400	(1,400)	0	0	1,400	(1,400)
Extended Student Services	582,313	704,072	40,661	(162,420)	621,600	655,520	37,429	(71,349)	637,136	699,663	36,941	(99,468)
Senior Services	15,115	28,163	4,671	(17,719)	7,020	29,707	6,598	(29,285)	11,570	29,583	11,622	(29,635)
Preschool	0	11,077	39	(11,116)	115,750	61,125	5,400	49,225	0	8,454	0	(8,454)
Open Space	79,569	223,042	13,489	(156,962)	37,898	279,774	33,760	(275,636)	37,898	277,520	33,760	(273,382)
Community Outreach	0	136,801	75	(136,876)	0	149,422	150	(149,572)	0	153,404	150	(153,554)
Believes Program	0	3,676	0	(3,676)	14,194	23,753	0	(9,559)	0	0	0	0
Middle School Program	(148)	20,033	384	(20,565)	67,556	71,533	1,400	(5,377)	0	19,223	0	(19,223)
Community Services Total:	676,849	1,126,864	60,240	(510,255)	864,018	1,270,835	86,137	(492,954)	686,604	1,187,847	83,873	(585,116)
memo: Open Space	79,569	223,042	14,410	(157,883)	37,898	279,774	35,160	(277,036)	37,898	277,520	35,160	(274,782)
Recreation												
Classes, Camps & Events	2,233	0	1,785	448	0	0	2,000	(2,000)	2,500	0	500	2,000
Adult Sports & Fitness	0	5,963	0	(5,963)	4,447	16,596	500	(12,649)	0	17,940	0	(17,940)
Customer & Business Services	0	43,337	17,868	(61,205)	0	69,515	25,225	(94,740)	0	61,466	25,225	(86,691)
Facility Use & Rentals	4,959	31,399	175	(26,615)	11,622	67,120	250	(55,748)	4,722	56,340	0	(51,618)
Youth Sports & Fitness	30,525	20,081	4,608	5,836	6,800	11,843	6,250	(11,293)	8,800	11,718	650	(3,568)
Field & gym Rentals	40,493	36,963	725	2,805	38,650	46,492	11,900	(19,742)	26,750	33,618	11,800	(18,668)
Recreation Administration	1,005	143,488	0	(142,483)	7,080	140,201	300	(133,421)	7,080	139,799	300	(133,019)
Building Operations	0	102,998	4,735	(107,733)	0	112,668	12,295	(124,963)	0	97,826	10,595	(108,421)
Aquatics (incl unit 04 - MN)	55,753	32,363	7,006	16,384	21,000	48,623	17,250	(44,873)	21,000	39,441	17,250	(35,691)
Concessions	0	0	0	0	0	0	0	0	0	0	0	0
Recreation Total:	134,968	416,592	36,902	(318,526)	89,599	513,058	75,970	(499,429)	70,852	458,148	66,320	(453,616)
DISTRICT TOTALS	1,405,316	2,898,999	1,281,766	(2,775,449)	1,266,604	3,073,052	1,253,840	(3,060,289)	1,070,443	3,068,473	1,268,967	(3,266,998)

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARP)
PRELIMINARY ACTUAL Results For the Month of September 2020

Department	Actual				Approved Budget				9/22 Board-Approved Forecast			
	Revenue	Salaries & Benefits	Services & Supplies	Revenue less Expense	Revenue	Salaries & Benefits	Services & Supplies	Revenue less Expense	Revenue	Salaries & Benefits	Services & Supplies	Revenue less Expense
Administration												
Administration	459,479	193,381	63,552	202,546	232,500	151,812	68,492	12,197	232,500	198,431	74,689	(40,619)
Marketing & Public Information	742	19,051	8,677	(26,986)	0	19,149	2,997	(22,146)	0	18,265	2,997	(21,262)
Technology & Communications	0	10,332	56,466	(66,798)	0	0	34,235	(34,235)	0	11,029	32,502	(43,531)
Capital Equipment	0	0	0	0	0	0	0	0	0	0	0	0
CIP	0	7,977	0	(7,977)	0	8,023	50	(8,073)	0	7,903	50	(7,953)
Administration Total:	460,221	230,741	128,695	100,785	232,500	178,984	105,774	(52,258)	232,500	235,628	110,238	(113,365)
Parks, Maintenance & Open Space												
Building Maintenance	0	73,308	54,706	(128,014)	0	79,254	31,765	(111,019)	0	72,732	31,765	(104,497)
Park Operations	19,758	167,738	227,347	(375,327)	23,204	188,093	167,617	(332,506)	23,204	172,780	178,867	(328,443)
s, Maintenance & Open Space Total:	19,758	241,046	282,053	(503,341)	23,204	267,347	199,382	(443,525)	23,204	245,512	210,632	(432,940)
Community Services												
Camp Shelly	0	0	32	(32)	0	0	0	0	0	0	0	0
Extended Student Services	261,799	270,344	12,592	(21,137)	256,200	234,954	12,443	8,803	265,550	256,008	11,443	(1,901)
Senior Services	3,762	9,749	(768)	(5,219)	5,340	10,210	4,750	(9,620)	4,140	10,167	5,350	(11,377)
Preschool	0	4,175	0	(4,175)	58,000	35,248	600	22,152	0	1,559	0	(1,559)
Open Space	19,441	71,741	5,723	(58,023)	22,524	71,183	11,320	(59,979)	22,524	70,628	11,320	(59,424)
Community Outreach	0	50,220	35	(50,255)	0	50,929	0	(50,929)	0	53,611	0	(53,611)
Believes Program	0	0	0	0	14,194	15,876	0	(1,682)	0	0	0	0
Middle School Program	(148)	8,058	128	(8,334)	41,356	25,540	350	15,466	0	6,408	0	(6,408)
Community Services Total:	284,854	414,287	17,742	(147,175)	397,614	443,939	29,463	(75,788)	292,214	398,381	28,113	(134,280)
memo: Open Space	19,441	71,741	5,755	(58,055)	22,524	71,183	11,320	(59,979)	22,524	70,628	11,320	(59,424)
Recreation												
Classes, Camps & Events	723	0	0	723	0	0	2,000	(2,000)	500	0	500	0
Adult Sports & Fitness	(105)	0	0	(105)	4,447	7,883	500	(3,936)	0	8,290	0	(8,290)
Customer & Business Services	0	13,891	6,055	(19,946)	0	24,311	9,925	(34,236)	0	17,456	9,925	(27,381)
Facility Use & Rentals	1,988	9,086	175	(7,273)	7,074	24,266	250	(17,442)	1,674	15,562	0	(13,888)
Youth Sports & Fitness	8,611	5,967	1,395	1,249	6,800	4,974	6,250	(4,424)	8,800	4,890	650	3,260
Field & gym Rentals	14,607	12,732	(99)	1,974	38,650	20,315	8,900	9,435	26,750	11,510	8,800	6,440
Recreation Administration	345	50,678	0	(50,333)	1,600	49,312	100	(47,812)	1,600	49,173	100	(47,673)
Building Operations	0	35,424	708	(36,132)	0	34,843	4,815	(39,658)	0	31,760	3,865	(35,625)
Aquatics (incl unit 04 - MN)	25,607	9,105	232	16,270	4,500	24,269	5,250	(25,019)	4,500	17,096	5,250	(17,846)
Concessions	0	0	0	0	0	0	0	0	0	0	0	0
Recreation Total:	51,776	136,883	8,466	(93,573)	63,071	190,173	37,990	(165,092)	43,824	155,736	29,090	(141,002)
DISTRICT TOTALS	816,609	1,022,957	436,956	(643,304)	716,389	1,080,442	372,609	(736,662)	591,742	1,035,257	378,073	(821,588)



Thank You

