

COMMITTEES SINCE BOARD MEETING		
OF SEPTEMBER 14, 2022		
STANDING COMMITTEES		
Date	Committee	Chair & Member
9/21	Program	Palajac/Faltings
9/19	Finance	Boswell/Pierpont
9/15	Facilities	Furst/Palajac
	Intergovernmental-LARPD/City/LVJUSD	Faltings/Boswell
	Personnel	Furst/Boswell
AD HOC COMMITTEES		
Date	Committee	Chair & Member
	(None Currently)	
COMMUNITY OUTREACH LIAISON		
Date	Committee	Member
	Ala. Co. Special Districts Assn.	Faltings
	Chamber of Commerce Business Alliance	Furst
	Community Gardens	Faltings
	ESS Parent Advisory Commission	Pierpont
	LARPD Foundation	Faltings
	Livermore Cultural Arts Council	Furst (for Palajac)
9/20	Livermore Downtown, Inc.	Pierpont
		AGENDA ITEM NO. 7

LIVERMORE AREA RECREATION AND PARK DISTRICT

FACILITIES COMMITTEE

DRAFT MINUTES

THURSDAY, SEPTEMBER 15, 2022
11:00 AM

NOTICE: Coronavirus COVID-19

In accordance with the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), as amended by Assembly Bill 361 (2021), the Livermore Area Recreation and Park District Facilities Committee Members and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in the meeting electronically.

Committee Members Present: Director Palajac, Director Pierpont (Alternate)
Director Furst (Not Present - Vacation)

Staff Present: Mat Fuzie, Jeffrey Schneider, Jill Kirk, Fred Haldeman,
Pamela Healy, Linda VanBuskirk, Julie Dreher, Michelle
Newbould, David Weisgerber

Members of the Public Present: None.

1. Call to Order:

Director Palajac called the meeting to order at 11:00 a.m.

2. Public Comment:

There was no public comment.

Director Palajac closed the public comment period.

3. Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency (Resolution 2761-b): Resolution No. 2761-b determining to conduct meetings of the LARPD Facilities Committee using teleconferencing pursuant to Government Code 54953 as amended by AB 361 was approved unanimously.

4. Approval of the Minutes of the Facilities Committee Meeting held on August 10, 2022 (Action):

Director Palajac requested to defer approval of the minutes to the next meeting to allow Director Furst (Facilities Committee Chair) the opportunity to be present to provide comment as needed.

Action: The Minutes of the Facilities Committee meeting held on August 10, 2022 were deferred to the next regular Facilities Committee meeting for approval.

5. Planning for Future Trails and Trail Connectors (Standing Item):

General Manager (GM) Fuzie provided an update on the following items:

- T6 Lassen Project: The developer (Lassen Builders) is in the planning/permitting stage.
- Patterson Ranch Trail: This is discussed in Item 8.
- T15 – Vineyard Avenue: GM Fuzie reviewed a concept map for the Foley Road realignment.
- Master Property Agreement: The City of Livermore (COL) has returned a redlined version of the document back to LARPD staff for further review.
- Tesla Road: This is pending installation of a sewer line from Tesla to Greenville.
- Update on Holmes Street Undercrossing: The creek bed area floods every year; subsequent debris needs to be cleaned out. Doing so requires a stream alteration permit. This issue remains in the hands of the COL.

Committee Questions and Comments:

- Director Palajac asked why there was heavy equipment at the Arroyo Mocho near the horseshoe pits. Parks and Facilities Manager (PFM) Fred Haldeman will research.

Action:

- GM Fuzie was asked to share a copy of the Foley Road Realignment concept map with the Committee members.
- Parks and Facilities Manager (PFM) Fred Haldeman will look into the reason for the heavy equipment at the Arroyo Mocho near the horseshoe pits.

6. CIP Updates (Standing Item):

GM Fuzie shared the following updates:

- Tex Spruiell path has been fixed, no longer a trip hazard.
- Striping was finished on pickleball courts, fences fixed.
- For the Master Plan/Sunken Gardens, we will be able to submit an exemption for the pump track.
- Community Outreach Supervisor (COS) David Weisgerber will be brought into core staff to help with project management.
- The Joe Mitchell Building project is completed.
- The Robertson Park Synthetic Fields project is complete.
- Rodeo Stadium Infrastructure: Improvements to the canopy structure are critical, everything else is cosmetic. Decision was made to scale down the scope of work to focus on the canopy structure.
- Shade structures: Mocho Park (at top of list) quote received, came in higher than originally estimated at \$78k (budgeted at \$60k).

Discussion ensued on maintenance of various parks, including Lester J Knotts; limited availability and use of AB1600 funds and availability of other funds for deferred maintenance.

Action: This was a discussion only and no Committee action was taken.

7. Futsal:

GM Fuzie discussed how to make futsal courts. He suggested we do a PEF to determine feasibility of creating one at an existing location. As soon as we build one, there will likely be demand for more.

Discussion ensued as to level of community interest, past discussion of considering the addition of one at Bill Payne Park, the costs and feasibility of renting a warehouse for this purpose and the possibility of partnering with the School District to use one of their existing facilities.

Action: This was a discussion only and no Committee action was taken.

8. Patterson Ranch Trail:

GM Fuzie shared that Zone 7 General Manager Valerie Pryor is in support of the rancher's (Mr. Paul Banke, owner of WP Cattle Co.) request for 4200 feet of cattle grade fencing. GM Pryor asked GM Fuzie to meet with Mr. Banke to review where he thinks it should go. Quotes for fencing are \$55k for total amount plus additional costs for a new pump system and trough. Zone 7 owns the property and are currently leasing it to Mr. Banke.

Action: GM Fuzie to meet with Mr. Banke to discuss fencing location.

9. Update on Fixed Asset Appraisal:

- PFM Haldeman met with Alliant, took tour of the Bothwell Building and RLCC. They updated the values on RLCC.
- Finance Officer Julie Dreher has reviewed APN information.

Committee Questions and Comments:

- Do existing properties have easements? This is being reviewed.

Action: This was a discussion only and no Committee action was taken.

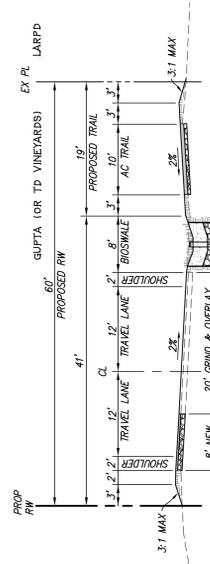
10. Directors' and/or General Manager's Reports or Announcements:

- GM Fuzie announced that Altamont Wind LLC is working on a project east of Brushy Peak. The project includes a permit for 12 windmills. Certain violations occurred in an area adjacent to our property, constituting damage to cultural landscape. We were asked to allow the California Indian Water Commission access to Brushy Peak for tribal purposes. Brushy Peak is protected as it is part of the Indigenous Peoples' creation story.

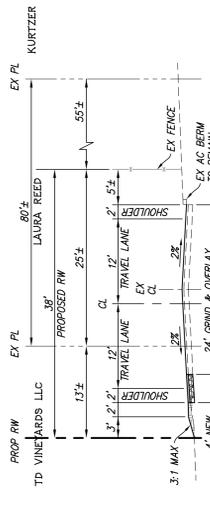
11. Adjournment: Director Palajac adjourned the meeting at 11:56 a.m.

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LIVERMORE AREA RECREATION AND PARKS DISTRICT



PROPOSED FOLEY ROAD SECTION 1

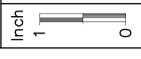
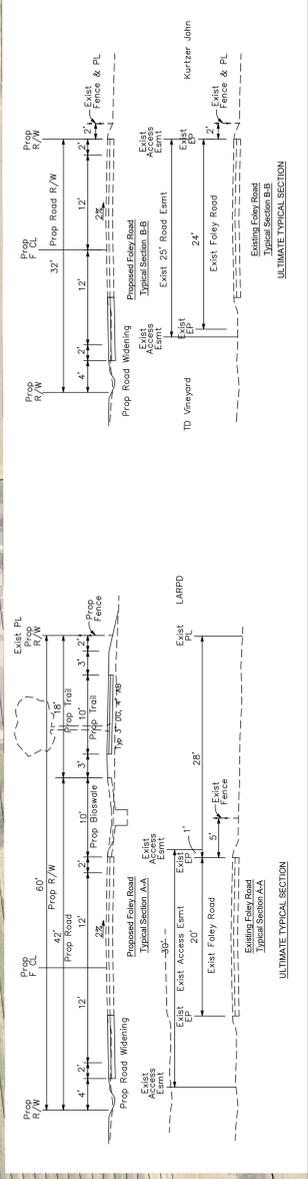
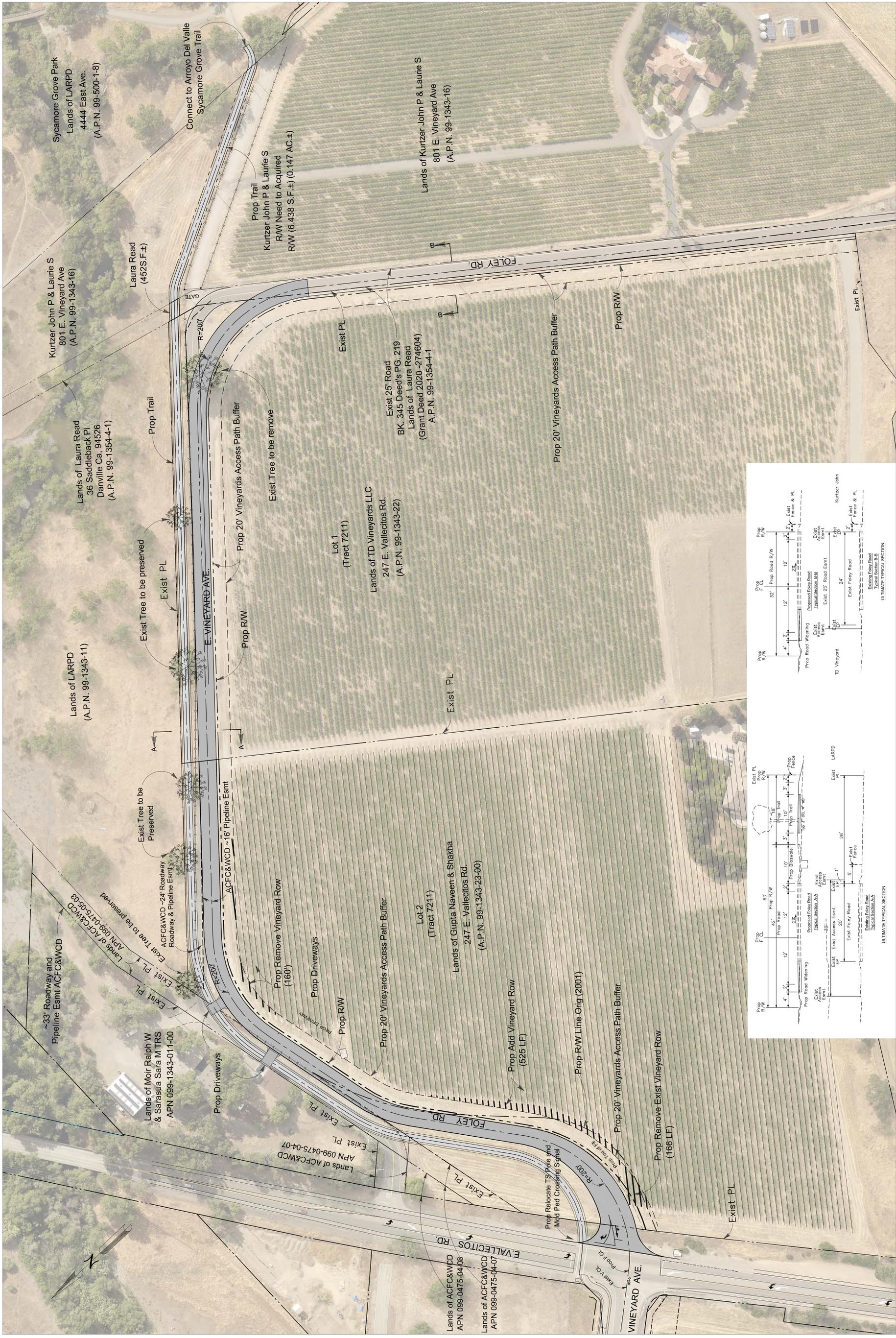


PROPOSED FOLEY ROAD SECTION 2

PRELIMINARY LAYOUT
 FOLEY ROAD & TRAIL IMPROVEMENTS
 CITY OF LIVERMORE, ALAMEDA COUNTY, CALIFORNIA
 FOR: CITY OF LIVERMORE



RUGGERI-JENSEN-AZAR
 ENGINEERS • PLANNERS • SURVEYORS
 4690 CHABOT DRIVE, SUITE 200 • PLEASANTON, CA 94588
 PHONE: (925) 227-9100 FAX: (925) 227-9300



APPROVED BY	DATE
DESIGNED BY: RE/HI	8/23/21
DRAWN BY: RE/HI	8/23/21
CHECKED BY:	

NO.	DATE	BY	REVISIONS

CITY OF LIVERMORE
 CALIFORNIA
COMMUNITY DEVELOPMENT DEPARTMENT - ENGINEERING DIVISION
 City Project No. 2018-28

FOLEY ROAD AND TRAIL IMPROVEMENTS
ALTERNATIVE A
 Sheet 1
 Of 1
 Scale: 1"=60'

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

DRAFT MINUTES

**Monday, September 19, 2022
1:00 PM**

NOTICE: Coronavirus COVID-19

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

Committee Members Present: Chair Boswell, Director Pierpont

LARPD Staff Present: Fred Haldeman, Jeffrey Schneider, Jill Kirk, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Pamela Healy

Others Present: There were no members of the public present.

- 1. Call to Order:**
The meeting was called to order at 1:01 p.m. by Chair Boswell. Director Pierpont joined the meeting at 1:02 p.m.
- 2. Public Comment:**
There was no public comment. Chair Boswell closed the public comment period.
- 3. Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency (Resolution 2761-c):**
Resolution No. 2761-c was approved unanimously.
- 4. Approval of the Minutes of the Finance Committee Meeting held on August 15, 2022:**
The minutes were approved unanimously, as written.
- 5. Fixed Asset Audit (Update):**
Business Services Manager (BSM) Jeff Schneider shared that the Finance team has initially focused its attention on land assets, but the team will also review buildings and fixtures. Staff have done significant research to validate land ownership and fixed asset cost data, with much work still to be done. Some assets booked prior to 2016 as land should not have been booked as such, and preliminary work suggests a financial restatement of roughly \$20million will be required to reduce Land asset values. Finance Officer (FO) Julie Dreher shared her screen to review further detail on the process she has used to update information on LARPD and Non-LARPD owned properties. She has located agreements and related documentation and through publicly available information has confirmed and documented Assessor's Parcel Numbers (APN) as well as maps related to them. She shared her desktop to walk the Committee through an examples of her work to date for Bothwell Park and Robertson Park.

Committee Questions and Comments:

- We knew some of these issues would come up when we began this audit. Staff have been doing an outstanding job attacking the problem.
- This will be scrutinized by our audit partner this year. They have a vested interest in this.
- We are on the right track.

Action: Staff will continue to update the Committee each month on this item.

6. Annual Audit (Update):

BSM Schneider reported we are on target with the time frame for the upcoming field visit by the auditors. We are prepared for it.

Action: This was a discussion only; no Committee action was taken.

- 7. Cash Investments and Forecast (Update):** BSM Schneider thanked staff for being up to date on this information through weekly cash review sessions. We have a good partner at US Bank's money center; together we have reviewed ideas for investing in the near term. He has discussed ideas for investments for the District's reserves with GM Fuzie. The current plan is to invest \$3.5 million in short-term CD's (3 months) as longer terms are not attractive given the likelihood of further interest rate hikes from the Federal Reserve. An additional \$1 million will be invested with CAMP, a joint powers authority that will allow for same-day liquidity. The current trajectory of interest rates is upward, making this a good time to move forward. Also proposed is reinvestment in December when rates are expected to be higher still following anticipated actions by the Fed in November.

Committee Comments and Questions: Some of our liquid assets are currently in zero interest accounts at US Bank, so this is a good way to address this.

Action: This was a discussion only; no Committee action was taken.

8. August 2022 Preliminary Financials:

BSM Schneider shared his screen and provided a summary review of YTD actual results through August 2022. The District's Net Operating Result through August is \$693k favorable versus Budget. We are \$334k favorable in total Revenue, \$189k favorable in salary and benefits, and (\$197k) favorable in Services, Supplies, and (\$27k) negative in Capital Equipment (included grooming machine spend).

He commented on the significant impact on the Net Operating Result driven by program revenue and expense control in the Community Services group. Community Services Manager (CSM) Jill Kirk noted that this was in part due to staff learning how to pivot: recreation camps enrolled early, so were better able to project staffing need.

Action: This was a discussion only, no committee action taken.

9. Directors' Reports and Announcements:

- Director Pierpont shared that earlier today he went to the LARPD website for a copy of the agenda for today's meeting and was unable to find it. The search bar on our website brought back an unsorted list that was difficult to navigate. He requested that staff review the LARPD website and make changes as necessary to make information for Committee meetings easier to get to.

➤ **Action:** Staff were asked to investigate this issue for resolution.

- BSM Schneider shared that the City of Livermore (COL) shared their feedback on the Master Property Agreement. Revised pricing for water was the only material item that was questioned by the City; what we hope to confirm is that we pay what the City pays for water that is used on their properties that we maintain and where water is provided by the City. We will meet with City staff on 9/29 to move to complete a draft that will be reviewed with GM Fuzie and then the City Manager. We continue to wait for the City's reply to our redlined Sunken Gardens lease. Re: the Pump Track project, the CEQA exemption has been submitted; next steps will be for the Board to approve the signing of the construction contract with Spohn Ranch and for O'Dell Engineering to complete construction design work.

10. Adjournment: The meeting was adjourned by Chair Boswell at 2:05 p.m.

/ph

LIVERMORE AREA RECREATION AND PARK DISTRICT

PROGRAM COMMITTEE

DRAFT MINUTES

WEDNESDAY, September 21, 2022

2:30 PM

NOTICE: Coronavirus COVID-19

In accordance with the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), as amended by Assembly Bill 361 (2021), the Livermore Area Recreation and Park District Program Committee Members and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated electronically.

Committee Members Present: Jan Palajac, Maryalice Faltings

Staff Present: Jill Kirk, Fred Haldeman, Jeffrey Schneider, Linda VanBuskirk, Pamela Healy, David Weisgerber

Members of the Public Present: There were no members of the public present.

1. **Call to Order:** Chair Palajac called the meeting to order at 2:30 p.m.
2. **Public Comment:** There was no public comment. Chair Palajac closed the public comment period.
3. **Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency (Resolution No. 2761-d):**
Resolution No. 2761-d was approved unanimously.
4. **Approval of the Minutes of the Program Committee on August 17, 2022:**
The Minutes from August 17, 2022 were approved unanimously.
5. **Summer Recap:** Community Services Manager (CSM) Jill Kirk provided a recap, followed by a brief video presentation by Community Outreach Supervisor (COS) David Weisgerber. Information reviewed included:
 - Summer went great, it was nice to see kids here and all over Livermore. There were over 6500 registrations in camps and ESS saw a 23% increase from last year. We had 82 Youth volunteers and 3242 volunteer hours. Enrollment is increasing at our sites.
 - We had a successful transition of the following sites: Junction, Marylin, Portola, Rancho and Altamont. Youth Services Administrator (YSA) Nancy Blair also successfully transitioned Marylin and Junction to the ASES program and Rancho to preschool; Little House back up and running after two (2) years without programming.
 - Camp Shelly- fully opened with no fire or Covid restrictions. Really successful, new Ranger Aide May, who is bilingual (Spanish).
 - Facility rentals increased by 33%.
 - Open Heart Kitchen moved inside; lunch program modified to include boxed lunch option.
 - Contract camps increased by 32%. Cooking and STEM camps were the most popular.

- Sports served 2180 kids over a 9-week period. We added three (3) dance camps and an Around the World Craft Camp.
- Aquatics grew 40% from last year. Swim lessons were held primarily at May Nissen. Over 55 staff working both RLAC and May Nissen pools. Friday Night Swim brought back this year from 6-8 pm for families to swim, very popular. May Nissen was opened for Labor Day weekend due to heat. Next year we are planning to keep it open through Labor Day. The Lifeguard Games were successful.
- Nature Camp ran seven (7) weeks with an average of 80 kids per week. Changes made included making camps more affordable, small and large groups, more Ranger programs. We added a Counselor in Training program which quickly filled up.
- The Customer Service team did great job recruiting and training staff in support of RLCC and Aquatics centers.
- Operations were resumed for the RLCC Café. Positive feedback was received regarding the menu, selection, and pricing. For the period of June through August 2022, Concessions (including the Café and vending machines) brought in revenues totaling \$18,837. Expenses (including Café staff) were \$19,803. BSM Schneider commented, results versus budget were very favorable compared to the prior year, meaning more revenue and less payroll. This is a testament to CSM Kirk and the whole Team.

CSM Kirk commended staff on a very successful summer. Surveys were sent out to all program participants. We received 10% back. Overall, we received very positive feedback and suggestions, which will be used to inform next year's planning.

Committee Comments and Questions:

- CSM Kirk was asked to put this information into a presentation to share with the Board next week at the September 28, 2022 meeting.
- It would also be great to have staff who participated in Summer programming present at the Board meeting next week.
- It is wonderful to see that things are coming back.
- Is May Nissen closed for the winter? *No it is open year round, will be used by swim team (Aqua Cowboys) and for swim lessons for ACES. Both swim teams will also use the RLAC.*
- Was there more of a demand for pool safety classes? *Yes, water safety classes were part of the increase in our swim lessons this year.*
- Any input from the school district to use their pools during off season? *This has been discussed, however, both high schools use the Granada HS pool (LHS doesn't have a pool).*
- Will Facility rentals recover? *We have had a lot of requests for large events. Weddings are getting booked, but we also need to discuss best use of the spaces (at RLCC). Some larger weddings are staff intensive and can be hard on the building and nearby neighbors. The Committee requested to add this as an agenda item (best use of the facilities available at the RLCC) at the October Program Committee meeting.*

Action:

- Staff were requested to put the Summer 2022 Recap information into a presentation to share with the Board next week at the September 28, 2022 meeting.
- The Committee requested to add this as an agenda item (best use of the facilities available at the RLCC) at the October Program Committee meeting.

6. Directors' Reports and Announcements:

- Director Faltings will be away from 9/23 through 9/26 attending her high school reunion.

7. Adjournment: The meeting was adjourned at 3:07 p.m.

/ph