



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

**GENERAL MANAGER'S MONTHLY UPDATE  
TO THE BOARD OF DIRECTORS ON ISSUES AND PROJECTS  
DRAFT NOVEMBER 2022**

**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:**

October continues the trend of full participation in our program offerings. We continue to invest in staff necessary to meet the demands of the parks and the programs. Assemblymember Bauer-Kahan visited and took a two-hour tour including the Robert Livermore Community Center (RLCC), Sycamore Grove Park and Jane Adams Pre-School while we discussed the needs of the District, current and future.

November will be Open Enrollment month for our employees. November will also be the last Board of Directors (BOD) meeting with the results of the election still unknown. With six candidates including three incumbents, we are all interested in the outcome of the election. Best of luck to all the candidates.

After meeting with representatives from Cal Fire and Livermore-Pleasanton Fire Department (LFPD) it came to my attention that they were under the impression that we were no longer interested in having prescribed fire and controlled burns in our open space parks where appropriate. We will resume prescribed fire and fire training in conjunction with these agencies. The BOD can cross one of this year's goals off my list with the implementation of the Intranet for our employees.

**BOARD OF DIRECTORS:**

Board Members attended two regular board meetings, four committee meetings, a field trip to LARPD's Trevarno buildings, and a CSDA training webinar on Sexual Harassment Prevention in October. Directors also attended meetings at the following:

- LVCC Business Alliance
- Livermore Downtown, Inc.
- LARPD Foundation

Board actions for the month included:

- Resolution No. 2764 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 October 12, 2022 to November 11, 2022;
- Resolution No. 2765 commending Sheryl Goodman for her years of service to the LARPD as a Personnel Commissioner;
- Resolution No. 2766 commending Steve Goodman for his years of service to the LARPD; and
- Resolution No. 2767 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 October 26, 2022 to November 25, 2022.

### **HUMAN RESOURCES:**

Recruitment is moving along at the District. We interviewed and extended offers to two Park Maintenance Technicians. This will be beneficial in supporting our sports fields.

Human Resources (HR) staff attended a career fair at Livermore High School and will also be attending one at Granada High School. Career fairs are a way to keep our name out in the community for seasonal hiring. Additionally, we are already planning how to ease the onboarding process for summer recruits.

#### **Staffing Update for October:**

New hires: (2) Park Maintenance Techs, Youth Services Coordinator, Park Ranger Aid, Teacher, Recreation Leader

Terminations: 0.

#### **Organization and Salary Adjustments:**

Due to the market dynamics including lack of Youth Services staff in the work force and competition driving up the salary rates, the Youth Services group made some adjustments:

- Community Services Manager Jill Kirk provided the analysis and HR implemented.
- LARPD adjusted the pay for approximately 22 Youth Services staff to bring it closer to market rate.
- Associate Teacher was folded into the Teacher category to provide for more flexibility and adjusted pay.
- Recreation Leader II was moved to Program Leader to better capture what they do with a commensurate pay change.

#### **Intranet Underway:**

IT has rolled out the intranet and HR is embracing this new conduit for employee engagement. Human Resources Analyst Amber Maugeri is partnering with IT to have the HR

intranet page serve as an example for other departments. HR will work with the other departments to showcase information on the landing page of the intranet. The intranet will be a great vehicle to increase connection and engagement with employees and improve efficiencies.

#### October Wellness Month:

HR hosted three wellness and two financial seminars put on by outside resources. Human Resources Analyst Cheylnn Watkins developed "Benefits 101" as an employee benefits overview. The HR team rolled out "Benefits 101" during the week of October 24<sup>th</sup>.

#### Open Enrollment Preparation:

HR continues to prepare for Open Enrollment. The Open Enrollment process at LARPD is not a passive one, meaning every employee must proactively make elections. This is how it has been done in years past, however, this may change in subsequent years. Open Enrollment is set for November 28, 2022 through December 9, 2022. HR will hold office hours on how to enroll for those that need the assistance.

#### All-Hands Meeting:

The All-Hands meeting was held on October 12<sup>th</sup>. This was the first All-Hands meeting held since COVID began. It was wonderful to come together to celebrate resiliency during COVID, a stellar summer, and to thank our support staff. Many employees wore their shirts from the tie-dye Employee Appreciation Event. It was great to celebrate creativity and camaraderie.

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

#### Finance:

1. Fixed Asset Audit: Staff's efforts to audit all buildings and fixture asset values are nearly complete, and no material issues have arisen. As well, ownership validation of land assets is done with one exception with which District Counsel Neumiller & Beardslee is assisting. Validating land values, as reflected in our general ledger, have proven to be a challenge in some cases, but staff have a methodology in mind that is consistent with GASB guidelines and thus acceptable to our audit partners that will allow us to correctly assess then-current (at acquisition date) values. In the process, we will also establish current assessed values. This land valuation exercise is the most significant action item left for the team.
2. Treasury Management: Effective October 5<sup>th</sup>, LARPD is now investing its reserves in 90-day CDs (\$3.5 million) and in CAMP, the California Asset Management Program (\$1.0million, increased to \$1.4million on October 28<sup>th</sup>). Staff will monitor operating cash balances and move monies from CAMP if needed to support operational needs, but do not foresee the need to do this until, perhaps, mid-December. Per the October 17<sup>th</sup> Finance Committee meeting, staff will present an investment policy to the Finance Committee at its November 21<sup>st</sup> meeting, and shortly thereafter to the full Board. Finally, the District paid the entire \$1.6million invoice due for the installation of the two new synthetic turf fields at Robertson Park.

3. Financial Results through September 2022: Results through September 2022 (month 3 of the new Fiscal Year) remain favorable across the board, though results for the month of September were on Budget but not as favorable as was the case in July and August. Year-to-date, Revenues from Operations are \$264k, or 15%, above Budget, Salaries and Benefits are \$251k (8%) below Budget, and Services and Supplies plus Capital Equipment are \$132k below budget (some, but not the majority, of which is timing vs Budget assumptions). Off to a very solid start (Net Operating Contribution is \$695k favorable).
4. Agreements: The Master Property Agreement (MPA) with the City is progressing; staff have completed a redlined version that has been reviewed and edited by the General Manager and are planning to review the document with the Board's MPA sub-committee (Palajac and Furst) during the week of October 31<sup>st</sup>. After having provided input earlier this year, staff received the City's updated Revenue Sharing agreement on October 26<sup>th</sup> and will provide its assessment to the General Manager the week of October 31<sup>st</sup>. This agreement is focused on cell towers that are placed on City-owned properties that are maintained by LARPD (for which we receive a share of revenue). Similarly, staff awaits 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.

#### Information Technology:

1. Intranet: Following the completion of end-user and site administrator training, the SharePoint site went live as Wednesday, October 19<sup>th</sup>, and staff provided an update to the Board at its October 26<sup>th</sup> meeting. While the LARPD Intranet is a work in progress, staff are already active in shaping the look and feel, and content, of their sites, and one of the District's primary security issues - the aged servers and unsupported software that had provided the framework for file storage - is now effectively resolved as we are now managing our files in the cloud.
2. Zoom Room (to support Hybrid Board Meetings): Staff continue efforts to become ready to use the "Zoom Room" application for live Board and Committee meetings. No date-certain go-live date is available, but staff should complete its preparatory work in November.
3. Staff and All Covered are currently focused on the following initiatives:
  - a. Supporting staff's needs in administering and using the Intranet;
  - b. Completing the roll-out of email addresses for ALL staff (heretofore we have not typically provided emails to casual staff);
  - c. Completing the update of email distribution lists;
  - d. Working with Youth Services leaders to survey all remote site technology to determine site standards, survey sites, and implement hardware and software to ensure that all sites have their requisite technology in place. Includes IP phones (internet protocol, which will enable them to be networked); laptops/desktops, Wi-Fi capacity, etc.)

**COMMUNITY SERVICES:**

Youth Services:

Preschool is thriving! Children are happy and feel comfortable in their classes. We are fully staffed in preschool, including a floater. Halloween is upon us, and the children are busy making Jack O' Lantern's, black cats and participating in their Halloween parades and parties.

Extended Student Services is actively looking for staff to fill openings at several sites. Enrollment is up, and programming is action-packed. Michell ESS kids planned a Halloween Carnival for their site which included making all the games and treats. This was a tremendous success.

ASES programs are finding their groove, and Marylin ASES has successfully completed 6 weeks of Beginner Swim Lessons. This partnership was with the Aqua Cowboys, LARPD Aquatics, and LVJUSD/LARPD ASES staff. The kids were so excited and happy to be able to participate in lessons twice a week.

Aquatics:

	<b>Total Bought</b>		<b>Usage</b>
<b>Lap Swim</b>			
Lap Swim Light	33		208
Lap Swim Senior Light	34		206
Lap Swim Unlimited	12		150
Lap Swim Senior Unlimited	26		289
Adult Drop In	299		299
Senior Drop in	386		386
<b>Lap Swim Totals</b>	<b>790</b>		<b>1538</b>
<b>Water Exercise</b>			
Water Ex Light	0		0
Water Ex Senior Light	10		27
Water Ex Unlimited	0		0
Water Ex Senior Unlimited	0		0
Water Ex Adult Drop in	2		2
Water Ex Senior Drop in	155		155
<b>Water Exercise Total</b>	<b>165</b>		<b>222</b>
<b>Swim Team</b>			
LAC RLCC	160		
LAC MN	120		

### **Community Outreach:**

Senior Services: October brought the culmination of the long-anticipated Rocky Mountaineer trip, after being postponed for two years due to COVID. Gayle Thorsen-McCune and Andrea McGovern led 21 seniors on an adventure through the Canadian Rockies. Everyone returned safely with a lifetime of memories. Kathy Lake and Phyllis Ihle also escorted seniors on a sold-out trip to Fleet Week on October 7<sup>th</sup> where they cruised the bay and watched the Blue Angels. Back in Livermore, the Senior Team hosted several activities including a Paint and Snack where they painted a birch tree forest, and a visit to the Vine Cinema for another mystery movie. The monthly series of lectures with our non-profit partner, Legal Assistance for Seniors, continued with "Medicare and Enrollment Period Changes for 2023" on October 25<sup>th</sup>, and we were excited to welcome the Alzheimer's Association to present "10 Warning Signs of Alzheimer's" on October 19<sup>th</sup>. The fall sessions of classes are well underway, with a diverse offering of fitness, educational and creative classes for seniors.

### **Community Outreach/Volunteers:**

One of the highlights of October was a community partnership for Unity Day between LARPD, LVJUSD, and the City of Livermore, to promote a message of kindness throughout the Livermore community. The week included coordinated social media posts, craft activities at the library, kindness cards for seniors, and a Walk with a Cop at Sycamore Grove Park. We also wanted to highlight the year-after-year growth of the Senior Services Prime Time Email Newsletter. The subscriber base has nearly doubled in the last twelve months (1,011 in November 2021 to 1,935 in October 2022), with a 70% open rate (35% industry average) demonstrating engagement and excitement for the senior programs with LARPD.

### **Open Heart Kitchen Meal Program:**

Senior Meals: 3,045 meals served to 219 unique seniors  
Hot Meal Program: 2,797 meals served

### **Upcoming Events:**

LARPD One-Day Halloween Camp: November 1, 8:30 am-1 pm. LARPD will be offering a one-day camp for ages 6-12. This camp will take place the day after Halloween, so wear your costume! We will be playing a variety of sports and camp games themed to Halloween! MORE INFO

Historical Downtown Walking Tour of Livermore: Friday, November 4, 9:30 am-12 pm. Join Susan Canfield on this free, informative walk and learn about the history of the downtown homes and buildings on your one-mile tour. Conclude with a no-host lunch downtown. MORE INFO

Turkeys: Saturday, November 12, 2 pm. Join Ranger Vickie and take a closer look at the turkeys in the park. We will talk about various types of turkeys and then take a very short walk out to look for them. Afterward, there will be a craft to take home. MORE INFO

Smart Training for iPhones (50+): Monday, November 14, 10 am-12 pm. Attend a FREE training and make your Smart Phone work better for you! You will learn about the basic vocabulary of

your Smart Phone, how to send/receive text messages, the accessibility menu, Wi-Fi vs. Data, Bluetooth, and much more. [MORE INFO](#)

(50+ Trip) Olives and Poinsettias: Tuesday, November 15, 9 am-5 pm Join the Livermore Seniors at Sciabica's California Olive Oil Co. where you will enjoy a live presentation and video history as you taste delightful olive oil variations and enjoy a picnic lunch (included). Then they will head to Duarte's Poinsettia Farm for a tour and shopping through the expansive greenhouses. [MORE INFO](#)

Santa's Mailbox / Letters to Santa: November 18 – December 16. Drop your letter to Santa in the recreation building or sign your child up for free to receive a letter from the North Pole! All letters dropped in the mailbox with a return address will receive a return letter. [MORE INFO](#)

Nature Art "NART": Saturday, November 19, 2 pm, Join Ranger Lauren as we experiment with using what we find in nature to create eco-friendly and bio-degradable art. [MORE INFO](#)

Fall Arts and Crafts in the Park: Saturday, November 26, 1-2:30 pm, Come show off your arts and craft skills and join Ranger Gilbert in a fall-themed arts and craft session in the park. Basic art supplies will be provided. [MORE INFO](#)

**Open Space:**

<b>OCTOBER 2022 Open Space Programs</b>	<b>Number of Programs</b>	<b>Number of Participants (TOTAL)</b>
ESS	1	60
Ranger Programs	6	124
Special Events	2	2000
Custom Fee Programs	1	30
Volunteer Programs	5	46
Open Space School Program	17	493
ASES	4	270
Sycamore Sprouts	1	19
Sycamore Science Camp	10	156
Junior Rangers/Explorers	4	44

October is always a special time of year out in Open Space. With a total of 11 classroom visits and 6 field trips this month, reaching nearly 500 students, it is safe to say that Open Space is back into the swing of school programming. Predominant this month were our California Native Peoples' field trips to Sycamore Grove Park. While this field trip obviously cannot cover the depth of the Native Peoples' rich and vibrant culture, our program instructs children about the first people who called, and continue to call, the Livermore Valley home.

Outside of these school programs, Rangers continued to offer programs to other Livermore public school youth at ESS and ASES.

Rangers joined the City of Livermore, Livermore Police Department (LPD) and Livermore Valley Joint Unified School District (LVJUSD) for Unity Day. This year people wore orange and joined together to support unity and inclusion. We walked about a mile together through the park. A great time was had by all participants.

This year we were able to put on our beloved Sycamore Scares program. Costumed kiddos and their parents arrived at our three showings. We provided plenty of screams, scares, and bags of candy to the children of Livermore. We cannot wait to do it again next year.

Open Space Rangers also took part in other Halloween-themed community events. Rangers were invited to partake in Trunk or Treat at the Livermore Police Department this year; we decorated a vehicle, brought animal ambassadors, and handed out candy. Staff was also in attendance at the last session of Science @ Stockmen's Park: Science of Halloween, teaching Bay Area youth about some of our "creepy" animal residents and why they are still deserving of our respect.

Public Brushy Peak tours started back up this month for the first time since COVID. Participants enjoyed the beautiful hike and learned about the unique history that Brushy Peak offers.

The toddlers of Livermore continued learning about nature in Open Space's Sprouts program.

For the first time, Sycamore Science Campers were able to continue their learning through special SSC Field Trips. Interest in this program exceeded our expectations as 50 kids and their families' joined rangers at Pillar Point in Half Moon Bay for tide pooling, extending on the science camp topic of Oceans.

As 2022 winds down toward its end, Open Space staff looks forward to finishing out the year with our best events and programs yet.

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).

<b>Facility</b>	<b>Type of Activity</b>	<b>Total Rentals for the Month</b>	<b>Total Monthly Hours</b>
Ravenswood	Facility Rentals	3	27
Ravenswood	Wedding Rehearsals	1	1
Ravenswood/RLCC/Veterans	Facility Rental Tours	18	18
Ravenswood	Photo Permits	8	16
Veterans Hall	Facility Rental	3	24



Veterans Hall	On-going Rentals	8	16
RLCC	Facility Rentals	13	117
RLCC	On-going Rentals	4	12
<b>Total Facility Rentals for the Month:</b>		<b>58</b>	<b>231</b>

Facility Operations:

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

- Day-to-Day Operations & District Support:

<b>Operations</b>	<b>Staff</b>	<b>Days</b>	<b>Time</b>	<b>Total Hours Weekly</b>	<b>Total Hours Monthly</b>
Outlying Facility Restroom Cleaning: Ravenswood, Carnegie, & Vets Hall	1	M/W/F	6:30am-9:30am	9	36
RLCC Operations & Custodial	3	M-F	7:30am-10:00pm	217.5	870
RLCC Operations & Custodial	2	Saturdays	8:00am-8:00pm	24	96
Park Restrooms: Field Rentals	2	Sat	8:00am-8:00pm	24	48
Park Restrooms: Field Rentals	2	Sun	7:00am-3:00pm	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 hours	60 hours
Pet Food Distribution	Setup & Takedown	2	Wednesdays	30 minutes	2 hours
Occasional Events (Seniors; 1-2/mo.)	Setup & Takedown	2	Days vary	30 minutes	1 hour
Line Dancing	Setup	1	Mondays, Tuesdays/Thursdays	30 minutes	6 hours
Golden Circle	Setup & Takedown	2	Mondays	30 minutes	2 hours

Movie Madness	Setup & Takedown	1	Monday	1 hour	2 hours
Tai Chi	Setup & Takedown	2	Monday, Friday	30 minutes	2 hours
Paint & Snack Birch Tree Forest	Setup & Takedown	2	Thursday	1 hour	1 hour
Light \$ Easy Aerobics	Setup & Takedown	1	Tuesday, Thursday	30 min	2 hours
3-D Greeting Cards	Setup & Takedown	1	Friday	30 minutes	1 hour
Mah Jong	Setup & Takedown	1	Wednesday	30 minutes	2 hours
Strength, Balance, and Flexibility	Setup & Takedown	1	Tuesday, Thursday	30 minutes	2 hours
10 Warning Signs of Alzheimer's	Setup & Takedown	1	Wednesday	30 minutes	30 minutes
AARP Safe Driver Course	Setup & Takedown	1	Thursday	1 hour	1 hour
Medicare and Annual enrollment period	Setup & Takedown	1	Thursday	30 minutes	30 minutes
Pumpkin Carving	Setup & Takedown	1	Thursday	1 hour	1 hour

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

<b>Program/Camp</b>	<b>Monthly Registration</b>
Livermore Ballet (8 classes)	74 registrants
Halloween Theater Workshop (Debra Knox)	19 registrants
Sewing Class (Spanish Academy)	4 registrants
FUNDamental & Elementary Drawing (Young Rembrandts)	14 registrants
Minecraft Coding and Design Studio (Athena Coding)	7 registrants
Roblox Game Design and Coding w/Lua (Athena Coding)	10 registrants
<b>Total Registered:</b>	<b>128 Registrants</b>

Sports Facility Rentals:

- State-to-State Basketball hosted three one-day tournaments
- Tri-Valley Pickleball hosted their first Fall Harvest Tournament; 160 participants over the weekend
- Three Pickleball rentals at May Nissen with a total of 120 participants
- Two youth girls' softball tournaments at Ernie Rodrigues
- One LARPD Sports Birthday Party
- Group picnic reservations are held through the March – October picnic season.
- Robertson Park synthetic turf replacement project began in July and is now complete. Both fields were available for use as of September 1<sup>st</sup>.

<b>Park Location</b>	<b>Total Rentals</b>	<b>Total Rental Hours</b>
Robertson Park	82	540
Cayetano	38	128
Ernie Rodrigues	25	121
Robert Livermore	54	168
Christensen	6	25
Max Baer	26	80
Independence	46	77
Altamont Creek	5	28
Bill Payne	29	208
Hagemann	0	0
Gymnasium	43	187
<b>Total:</b>	<b>354</b>	<b>1,562</b>

<b>Picnic Location</b>	<b>Total Rentals</b>	<b>Number of Attendees</b>
May Nissen (main site)		
May Nissen (near tennis courts)		
Big Trees		
Hagemann		
Independence		
<b>Total:</b>	<b>25</b>	<b>1,260</b>

Sports & Fitness Programs and Classes:

LARPD Fall programs continue to be a success! They are extremely popular and in high demand. All LARPD staff-led classes fill very quickly and have waiting lists. We are adding additional sessions where space and staff are available.

A new program being offered this fall is our LARPD Cheer program. The cheerleaders and staff have been working hard on their performance while learning basic cheer techniques. The cheerleaders will perform at halftime during the LARPD Youth Basketball championship game on November 2<sup>nd</sup>.

LARPD Adult Softball League (26 teams) concluded with playoffs and championship games in October. Registration for the Spring season will occur after the first of the year with a start date in April.

<b>Program</b>	<b>Total Registered Participants</b>
LARPD Basketball League	141
LARPD Pee Wee	36
LARPD Kids Night Out	27
LARPD Cheerleading	10
Arora Tennis	69
Skyhawks Sports	11
Club VIP Volleyball	12
Adult Yoga	53
Pickleball 101	26

Drop-In Pickleball	200
LARPD Adult Softball	520
<b>Total Participants Served:</b>	<b>1,105</b>

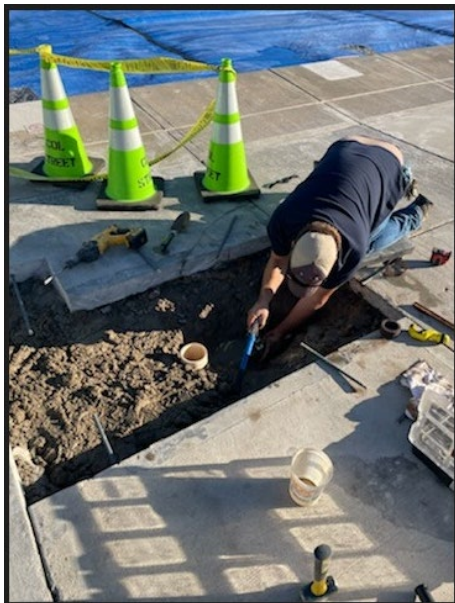
**FACILITIES AND PARK MAINTENANCE:**

Facilities:

October marked the beginning of the last quarter of 2022. There are many regular duties that are performed on a quarterly basis. These include but are not limited to building inspections for all District owned/operated buildings, HVAC filter replacement, fire sprinkler visual inspections, first aid kit inspections, and a host of others.

And of course, there is the preventive maintenance that is performed on equipment regularly, along with the usual matters that are part of everyday maintenance, such as painting, graffiti abatement, plumbing concerns, mechanical repairs, and construction projects.

October also had a few interesting challenges come to light. Early in the month, a water leak was discovered under the concrete decking at the May Nissen Swim Center. Staff noticed water seeping through cracks in the deck and were concerned that the pool plumbing may be leaking. The next day the deck was cut, and a portion of the concrete was removed to expose the cause of the leak. Fortunately, it was discovered that the leak was a small potable water line, not the pool filter line. Repairs were made and the concrete was poured the following day, with no interruption to any programmed use of the pool.



*May Nissen Swim Center*

A portion of the roof of the R.E. Merritt building was scheduled to be demolished and replaced. The original contract proposal for this job was \$32K in 2019. Due to increased material costs and material unavailability, the 2022 price is \$70K. I am confident that material costs will go down in the next 1-2 years, bringing this project back to a more reasonable cost. Staff were able to defer this project for at least that long with the application of a silicone-based roof sealer and a few hours of labor. Because the scope of work entails a full demolition, deferring the replacement

does not increase the scope or the eventual cost of repair. The delaying of this project could potentially save the District significant costs.



*R.E. Merritt Building Roof Repair*

The Maintenance team has been waiting for mild weather to complete this next project. All the HVAC equipment at the Merritt Building and Little House has exceeded its useful life and is experiencing significant mechanical failures. Last year I received a proposal to replace all this equipment at a cost in excess of \$175,000. Rather than go this route, the team was able to purchase all parts and equipment for less than \$30,000. Adding in the cost of labor and equipment rental, the total cost of the project is still under \$40,000. That is a \$135,000 savings to the District! That is also the advantage to having a highly skilled and motivated team.



*R.E. Merritt Building HVAC*

### Parks Maintenance:

- Turf renovation and seeding has been completed at Tex Spruiell Park.
- 18 hours vandalism (graffiti abatement) hours have been reported.
- Ongoing dead tree removal and safety pruning throughout the District's parks and trails.
- 22 lbs. of Diphacinone (anticoagulant) have been put out for control of gophers and squirrels.
- 4 gallons of broadleaf control have been sprayed.

- Sports field weed control and annual pre-emergent application throughout the District will begin the last week of October and should run through the end of the year.

October Irrigation Repairs:

Sprinkler repair/replacement - 86  
Main line repairs – 10  
Irrigation valve repairs – 13  
Lateral line repairs - 3  
Irrigation controller repairs – 2  
Irrigation valve boxes – 2  
Backflow repairs – 3  
Backflows tested - 20

Mechanic's Shop:

Vehicle Service and Repairs:

- V49- Service /inspections, replaced front brake pads and rotors. TPMS light on replaced R/F headlamp in-op and bulb
- V37- Service/ inspections, replaced front brake pads
- V46 & V44 Service/ inspections
- 238FHW- R/F tire flat not repairable, replace (2) front tires

Mower and Tractor Repairs:

- E016 & E079- Service/ Inspection
- E054- The ignition key broke off in the ignition switch, replace the switch
- E053- Replace L/R tire flat, grinding noise on start-up: replace started
- E066- No Start, replace the battery

Small Equipment Repairs:

- S146- Replaced blade belt
- E072- No start, replace carburetor
- S196- Replace the edger belt
- S214- No Start, replaced spark plug and belt

Additional Tasks Performed:

- Shop maintenance
- Ordering parts for inventory
- Road call RLCC for V46, dead battery
- Road call V32- stuck at Big Trees Park

Trails Update:

**T-6:** Developers are very close to pulling permits for construction.

**Vallecitos:** Concept drawings have been completed and circulated. The city is in the process of procuring Rights of Way from the various landowners.

**Arroyo Road:** The County and the City are working at different paces with the City moving faster. We will continue to work with both parties.

**Patterson Ranch:** Zone 7 has given us a map with their desired fence and gate locations. This request is moving forward to the various committees.

Respectfully submitted,



Mathew Fuzie  
General Manager

MF/ph