



Livermore Area
Recreation and Park District
An independent special district

LIVERMORE AREA RECREATION AND PARK DISTRICT
REGULAR MEETING of the BOARD OF DIRECTORS
DRAFT MINUTES

WEDNESDAY, JANUARY 26, 2022

7:00 P.M.

NOTICE: Coronavirus COVID-19

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

DIRECTORS PRESENT: Directors David Furst, Jan Palajac, Philip Pierpont, Vice Chair James Boswell, and Chair Maryalice Faltings

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Mathew Fuzie, Fred Haldeman, Jeffrey Schneider, Jill Kirk, Linda VanBuskirk, Lynn Loucks, Pamela Healy

GENERAL COUNSEL: Rod Attebery with Neumiller & Beardslee

OTHERS PRESENT: None

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

Chair Faltings called the meeting to order at 7:01 p.m. All Directors were present via Zoom. Chair Faltings led the Pledge of Allegiance.

2. PUBLIC COMMENT: None.

3. CONSENT ITEMS:

3.1 Approval of the Minutes of the Regular Board Meeting of January 12, 2022

Director Palajac asked why a resolution determining to conduct the meeting using teleconferencing was not included on the Consent Agenda. Executive Assistant Linda Van Buskirk explained that it was not included here because Resolution No. 2731 approved on January 12, 2022 covered the 30-day period through February 11, 2022; however, legal counsel has suggested that moving forward we include this resolution at each board meeting.

MOTION:

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

AYES: *Directors Boswell, Furst, Pierpont, Palajac, and Chair Faltings (5)*
NOES: *None (0)*
ABSTENTIONS: *None (0)*
ABSENT: *None (0)*

4. DISCUSSION AND ACTION ITEMS:

4.1 NEW JOB CLASSIFICATION AND SALARY RANGE FOR NATURAL RESOURCES RANGER

The Board reviewed and discussed approving a job classification and salary range for a Natural Resources Ranger.

General Manager Fuzie presented the staff report. As programs reopen, the Open Space Department seeks an expert in Natural and Cultural Resource Management, evaluating program curriculum and managing outreach to the community regarding open space resources. While there is currently some expertise in the department, the recent departure of a Supervising Ranger who had been considered the program leader has left a void. Rather than recruiting for a replacement for the Supervising Ranger who functions as a generalist, the department has identified the need to hire a Natural Resources Ranger who specializes in Natural and Cultural Resource Management and who can advise other employees who are working on projects that will have an impact on those resources. The natural Resources Ranger will also be responsible to evaluate and comment on CEQA documents that need review for the Open Space units. The Natural Resources Ranger will be the Open Space liaison to other resources agencies. This is a major step in moving our program forward in a holistic manner.

This item was reviewed and discussed by the Personnel Committee at its November 9, 2021 meeting. The Personnel Committee recommended approval by the full Board.

RECOMMENDATION: That the Board of Directors adopt a resolution establishing a new classification and salary range for a Natural Resources Ranger.

DISCUSSION: Discussed ensued and Board members had questions and/or comments regarding the extent of responsibilities regarding acting as a liaison, commenting on CEQA documents and the definition of cultural resources.

Chair Faltings opened public comment. There were no public comments. Chair Faltings closed the public comment period.

RESOLUTION:

Moved by Director Furst, seconded by Director Palajac, approved Resolution No. 2735, approving a job classification and salary range for a Natural Resources Ranger, by the following roll call vote:

AYES: *Directors Pierpont, Boswell, Palajac, Furst, and Chair Faltings (5)*
NOES: *None (0)*
ABSTENTIONS: *None (0)*
ABSENT: *None (0)*

5. INFORMATIONAL ITEMS (No Action Required)

5.1 GENERAL FINANCIAL UPDATE

Business Services Manager Jeffrey Schneider provided an update on the District's financial status through December, noting that a significant one-time item, the \$1.2 million received from the state for COVID-19 relief, is reflected in the revenue number and in the net operating contribution. Otherwise, we continue to perform positively versus our Budget, even after considering the favorable variances that we realize every month for the ACERA impact of the Pension Obligation Bonds (POBs) relative to the debt service associated with those bonds. Year-to-date, the impact of ACERA and the Pension Obligation Bonds is a favorable number of about \$224k. We will report a \$660k payment of the annual principal amount associated with the bonds in late January which will bring the year-to-date impact through January to a negative figure of \$378k. For all of FY21-22, we will be about net zero in terms of the difference between the reduction to ACERA outlays versus the entire debt service associated with the bonds.

In response to a question from Director Palajac, BSM Schneider reported that the full Board will see the results of the District Audit at the February 9, 2022 board meeting. It was a clean audit and was reviewed by the Finance Committee at its January 24, 2022 meeting.

The Board of Directors had no further comments or questions. This was information only and no Board action was taken.

5.2 COVID-19 PROGRAM UPDATES

GM Fuzie reported that although the District has been hit very hard by the Omicron variant, it appears to have died down quite a bit. There was not much impact on the District's economic forecasts, but some programs had to be cancelled. Nonetheless, LARPD has been able to deliver more programs both in Open Space and in all the other program areas. Facility Rentals remain lower than usual due to public uncertainty during the crisis.

The state appears to be creating a new COVID-19 sick leave bank for each employee which should roll out within the next week or so.

The Board of Directors had no further comments or questions. This was information only and no Board action was taken.

6. COMMITTEE REPORTS:

- a) Director Palajac reported her attendance, along with Director Faltings, at the January 19, 2022 Program Committee meeting. The agenda was included in the Board meeting agenda packet.
- b) Director Boswell reported his attendance, along with Director Pierpont, at the January 24, 2022 Finance Committee meeting. The agenda was included in the Board meeting agenda packet. The Committee has recommended that two items move forward to the full Board: FY20-21 Audit, and the Reserve Policy.
- c) Director Pierpont reported his attendance at the January 18, 2022 Livermore Downtown, Inc. meeting. New Board members were sworn in. LDI continues to recruit for the position of its Executive Director.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS: None.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- a) CPRS has extended the preregistration rates for its annual conference through February 3rd. The CPRS Annual Conference & Expo is being held March 8th - 11th at the Sacramento Safe Credit Union Convention Center.
- b) Due to the recent vacancy created when Recreation Department Manager Alexandra Ikeda left LARPD, Community Services Manager Jill Kirk has agreed to take under her management the supervisors in the Recreation Department. This will help us build program out while we evaluate whether we need a manager in Recreation or some other structure that allows us to put services closer to the service delivery.
- c) The Finance Team (and specifically Finance Officer Julie Dreher) has done a wonderful job tracking all LARPD's costs and losses through COVID-19. This resulted in \$1.2 million coming in from the State COVID-19 Relief Fund. There is still a FEMA fund out there, and we are trying to get FEMA dollars for the portion not covered under the California COVID-19 Relief Fund that may be covered under FEMA.

9. ADJOURNMENT: The meeting was adjourned at 7:40 p.m.

APPROVED,

Maryalice Faltings
Chair, Board of Directors

ATTEST:

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

/lvb