



Livermore Area
Recreation and Park District
An independent special district

Board of Directors

James E. Boswell
Director

Maryalice Faltings
Director

David Furst
Chair

Jan Palajac
Vice Chair

Philip Pierpont
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 based on race, color, religion, national origin, ancestry, sex, disability, age, or sexual orientation in the provision of any services, programs, or activities. To arrange accommodation 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.

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

**WEDNESDAY, FEBRUARY 14, 2024
5:00 P.M.**

**ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA
SYCAMORE ROOM**

AGENDA

- 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 up for consideration by the Board and before any action is taken.

3. CONSENT ITEMS (Motion)

- 3.1 Approval of the Minutes of the Regular Board Meeting on January 31, 2024;
- 3.2 General Manager’s Monthly Update to the Board on Issues and Projects – February 2024.

4. DISCUSSION AND ACTION ITEMS

The LARPD Board of Directors will review and discuss taking appropriate action with respect to the following matters:

None.

5. INFORMATIONAL ITEMS (No Action Required)

None.

6. COMMITTEE REPORTS

7. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

8. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

9. OPEN SESSION DISCLOSURE REGARDING CLOSED SESSION ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54957.7

10. CLOSED SESSION

- 10.1 **PUBLIC EMPLOYMENT: CONTRACT NEGOTIATION** (Gov. Code section 54957(b).)
Title: General Manager

11. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTION 54957.1

12. ADJOURNMENT



Livermore Area
Recreation and Park District
An independent special district

REGULAR MEETING of the BOARD OF DIRECTORS

DRAFT MINUTES

WEDNESDAY, JANUARY 31, 2024

5:00 P.M.

Robert Livermore Community Center
4444 East Avenue, Livermore, California
Sycamore Room

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

DIRECTORS ABSENT: Maryalice Summers Faltings

STAFF MEMBERS PRESENT: Mathew Fuzie, Linda VanBuskirk, David Weisgerber, Jill
Kirk, Julie Dreher

DISTRICT COUNSEL: Andrew Shen, Esq. with Renne Public Law Group

OTHERS PRESENT: Boomer Bowers (Ambassador), Kelly Bowers
Melanie Sadek with Valley Human Society,
Penelope Tamm with Valley Humane Society,
Spencer Blanda with James Marta & Company LLP

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

Chair Furst called the meeting to order at 5:00 p.m. All Directors were present, except Director Faltings. Chair Furst led the Pledge of Allegiance.

2. **PUBLIC COMMENT:** Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

3. PROCLAMATION AND PRESENTATION

3.1 2024 LIVERMORE AMBASSADOG

General Manager (GM) Fuzie along with Community Outreach Supervisor (COS) David Weisgerber presented a staff report to the Board of Directors regarding the Ambassador Program, which is a partnership opportunity with the Valley Humane Society (VHS). The program aims to raise funds for the Valley Humane Society while providing a positive public-facing opportunity for the Livermore Area Recreation and Park District (LARPD). The program is promoted through marketing efforts by both organizations, including LARPD's website and throughout Livermore through marketing that VHS already provides.

Melanie Sadek from the VHS spoke about the program and thanked the Bowers family and Boomer for their support of the VHS and is looking forward to a productive 2024 of canine activities with LARPD and the Livermore Ambassadors.

Public Comment: Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

Chair Furst presented Boomer Bowers with the Proclamation, a certificate, and a leash, officially designating him as the 2024 Livermore Ambassador. Following the presentation, the Board of Directors extended their congratulations to Boomer and his family, participating in a photo opportunity to commemorate the moment.

4. CONSENT ITEMS:

- 4.1 Approval of the Minutes of the Regular Board Meeting on January 10, 2024.

Public Comment: Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

MOTION:

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

AYES: *Directors Boswell, Palajac, Pierpont, and Chair Furst (4)*
NOES: *None (0)*
ABSTENTIONS: *None (0)*
ABSENT: *Director Faltings (1)*

5. DISCUSSION AND ACTION ITEMS

5.1 **DISTRICT AUDIT FOR FISCAL YEAR 2022-2023**

General Manager Mathew Fuzie introduced the item, and Finance Officer (FO) Julie Dreher presented the staff report on the completed District Audit for Fiscal Year 2022-2023. She introduced Spencer Blanda, Staff Accountant with James Marta & Company LLP, District auditors, who conducted the annual audit of the District's financial reporting and control processes for FY 2022-2023. Mr. Blanda gave a detailed presentation to the Board which provided an overview of the Communication with Those Charged with Governance, Independent Auditor's Report, Management's Discussion and Analysis, Basic Financial Statements, and concluded that no control deficiencies were identified nor were any instances of noncompliance identified. The District received a clean, **unmodified audit opinion** which is the best opinion an auditor can provide. He recognized Finance Officer Julie Dreher and her team plus the Core Managers for a job well done and a smooth audit process.

Recommendation: Staff recommends the Board accept the Fiscal Year 2022-2023 District Audit Report.

This presentation was initially discussed at the Finance Committee on January 22, 2024. The Committee members had no stated objections and suggested this item be brought before the full Board.

Board Questions/Comments:

Director Pierpont inquired about the Expense number in the Statement of Activities, noting a significant increase of approximately \$4 million compared to the previous year. The ensuing discussion only shed light on \$1.1 million increased in Services and Supplies, Salaries, and a few other aspects related to Elections, leaving a remaining unexplained amount of \$2.5 million. [FO Dreher clarified that the unaccounted \$2.5 million pertained to Capital Improvement Projects, and specifically the \$1.6 million allocated for the synthetic turf fields.]

Public Comment: Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

MOTION:

Moved by Director Palajac, seconded by Director Pierpont, accepted the District Audit for Fiscal Year 2022-2023 as presented, by the following voice vote:

AYES: *Directors Boswell, Palajac, Pierpont, and Chair Furst (4)*
NOES: *None (0)*
ABSTENTIONS: *None (0)*
ABSENT: *Director Faltings (0)*

6. INFORMATION ITEMS (No Action Required)

6.1 MID-YEAR ACTUALS

The Board of Directors received a report from General Manager (GM) Fuzie on the summary view of the FY-23-24 Mid-Year with Actuals through December (see attached.) The bottom line for FY23-24 through December is \$559k better than budget. Staff anticipates that the Board will have some decision points to make at the upcoming Board Budget Workshop on March 13th regarding where to put the \$559k, the compensation study, and other high-level financial goals for the District.

Public Comment: Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

This was an informational item only. No Board action was taken.

7. COMMITTEE REPORTS

- a) Director Pierpont reported on his attendance at the January 22, 2024 Finance Committee meeting. Its agenda was included in the Board agenda packet and included the FY22-23 Audit Review prior to coming to the full Board tonight.
- b) Director Pierpont reported that he did not attend the January 16, 2024 Livermore Downtown, Inc. meeting, but noted it was a Board retreat that liaisons are not invited to attend.

- c) Director Palajac reported on her attendance at the January 22, 2024 Alameda County Agricultural Subcommittee on Trails meeting. Someone from the Tri-Valley Conservancy and someone from the LARPD Foundation were invited to this meeting. The main topic was updates on trails provided by the City of Livermore.
- d) Chair Furst requested that if a Board Member cannot attend an LARPD Committee meeting or a Liaison meeting, please let Executive Assistant Linda VanBuskirk know with enough time to contact the alternate member to fill in.

Public Comment: Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

8. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

None.

9. FUTURE AGENDA ITEMS/MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- a) He will be meeting with the General Manager of Zone 7 on February 8, 2024 to discuss the Patterson Ranch.
- b) Staff attended the City of Livermore's Park Impact Fee Update Study kick-off meeting today. Consultant Willdan Financial Services is onboard. They are pushing for all of the studies to be done and to the City Council by June 2024.
- c) David Weisgerber has advised that the LARPD website has been updated to include a translation button, allowing the website to be translated into 130+ languages.

Public Comment: Chair Furst opened the public comment period. There were no speakers, and the public comment period was closed.

10. OPEN SESSION DISCLOSURE REGARDING CLOSED SESSION ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54957.7

Chair Furst announced that the LARPD Board of Directors would be convening into Closed Session to discuss the item listed as 11.1 on the agenda. District Counsel Andrew Shen added that the item is in reference to a claim filed subsequent to the July 4, 2023 incident at the May Nissen Swim Center. (see attached.) Open Session was adjourned at 5:40 p.m.

11. CLOSED SESSION

- 11.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of California Government Code Section 54956.9: one (1) potential case

12. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTION 54957.1

The Board came out of Closed Session at 6:25 p.m. District Counsel Andrew Shen announced that the Board voted (4-0) to deny the claim submitted by Ms. Guadalupe Vega Villalvazo, dated December 21, 2023.

13. ADJOURNMENT: The meeting was adjourned at 6:25 p.m.

APPROVED,

David Furst
Chair, Board of Directors

ATTEST:

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

/Lvb

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: FY23-24 Mid-Year with Actuals through December

	July			August			September			October		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
Revenue												
Taxes	\$55,619	\$0	\$55,619	\$12,535	\$67,000	(\$54,465)	\$569,785	\$512,000	\$57,785	\$0	\$0	\$0
From Operations	907,149	790,430	116,719	772,434	811,827	(39,393)	577,746	537,360	40,386	543,295	555,904	(12,609)
Total Revenue	\$962,768	\$790,430	\$172,338	\$784,969	\$878,827	(\$93,858)	\$1,147,532	\$1,049,360	\$98,171	\$543,295	\$555,904	(\$12,609)
Salary and Benefits	908,335	923,306	14,970	1,164,084	1,142,746	(21,338)	1,558,010	1,591,479	33,469	1,027,618	1,062,006	34,388
Services and Supplies	839,214	899,097	59,883	815,884	773,982	(41,902)	744,715	727,779	(16,937)	652,240	638,726	(13,514)
Operating Capital	0	0	0	0	150,000	150,000	45,838	230,000	184,162	24,012	95,000	70,988
Sub-total, Expenses	\$1,747,549	\$1,822,402	\$74,853	\$1,979,968	\$2,066,728	\$86,760	\$2,348,563	\$2,549,258	\$200,695	\$1,703,869	\$1,795,732	\$91,863
Net Operating Results	(\$784,782)	(\$1,031,972)	\$247,190	(\$1,195,000)	(\$1,187,901)	(\$7,099)	(\$1,201,031)	(\$1,499,897)	\$298,866	(\$1,160,574)	(\$1,239,828)	\$79,254

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: FY23-24 Mid-Year with Actuals through December

	November			December			January	February	March	April	May	June
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Budget	Budget	Budget	Budget	Budget
Revenue												
Taxes	\$19,748	\$0	\$19,748	\$7,235,957	\$7,245,000	(\$9,043)	\$72,000	\$650,000	(\$442,000)	\$6,307,000	\$290,000	\$788,000
From Operations	565,938	512,682	53,255	623,942	604,673	19,269	951,229	551,972	750,768	547,688	583,002	797,845
Total Revenue	\$585,686	\$512,682	\$73,004	\$7,859,898	\$7,849,673	\$10,226	\$1,023,229	\$1,201,972	\$308,768	\$6,854,688	\$873,002	\$1,585,845
Salary and Benefits	1,026,392	1,058,211	31,819	1,035,398	1,047,306	11,908	1,048,612	1,066,775	1,602,063	1,068,018	1,120,921	1,432,411
Services and Supplies	579,322	518,604	(60,718)	622,606	582,048	(40,558)	1,052,025	509,785	555,662	758,712	654,883	803,508
Operating Capital	43,147	0	(43,147)	41,548	0	(41,548)	0	0	0	0	0	0
Sub-total, Expenses	\$1,648,861	\$1,576,815	(\$72,047)	\$1,699,552	\$1,629,354	(\$70,198)	\$2,100,637	\$1,576,560	\$2,157,726	\$1,826,730	\$1,775,804	\$2,235,919
Net Operating Results	(\$1,063,175)	(\$1,064,132)	\$957	\$6,160,346	\$6,220,319	(\$59,973)	(\$1,077,409)	(\$374,587)	(\$1,848,958)	\$5,027,958	(\$902,802)	(\$650,074)

FY23-24 Total			
Actuals through December + January through June Budget			
	Actual	Budget	Variance
Revenue			
Taxes	\$15,558,643	\$15,489,000	\$69,643
From Operations	8,173,007	7,995,380	177,627
Total Revenue	\$23,731,651	\$23,484,380	\$247,270
Salary and Benefits	14,058,638	14,163,854	105,216
Services and Supplies	8,588,557	8,474,811	(113,746)
Operating Capital	154,545	475,000	320,455
Sub-total, Expenses	\$22,801,739	\$23,113,664	\$311,925
Net Operating Results	\$929,912	\$370,716	\$559,196



December 21, 2023

SENT VIA HAND DELIVERY

Livermore Area Recreation and Park District
4444 East Avenue
Livermore, CA 94550

Re: Public Entity Claim

To Whom It May Concern:

Please find enclosed a public entity claim on behalf of Guadalupe Vega Villalvazo, individually, and as Successor-in-Interest to Marissalyn Santos for the incident that occurred on July 4, 2023.

Please provide an endorsed stamped copy of the claim in the prepaid self-addressed envelope included herewith.

Sincerely,

Tim S. Spangler
Attorney at Law
tss@demaslawgroup.com

CLAIM FORM

If you wish to file a claim against Livermore Area Recreation and Park District (LARP or District), please complete this form and mail or return it to the General Manager at the Robert Livermore Community Center, located at: 4444 East Avenue Livermore, CA 94550. Attach additional pages, if necessary.

Section 1: Claimant Information

Full Name of Claimant

Address City

State and Zip Code Telephone Number (area code + number)

Mailing Address, if different from above **NOTICES SHOULD BE MAILED TO MY ATTORNEY - INFORMATION BELOW**

Address City

State and Zip Code

Date of Birth* Gender Female Male Social Sec. Number*

Section 2: Claim Information

Is the claim filed on behalf of a minor or dependent person? Yes No

If yes, indicate relationship

Date of Accident/Incident Time of Accident/Incident AM PM

Exact Location of Accident/Incident

Explain the circumstances that led to the alleged damage or injury. State all the facts that support your claim against LARP, and why you believe LARP is responsible for the alleged damage or injury. If known, provide the name(s) of the LARP employee(s) who allegedly caused the damage, injury, or loss.

See Attachment 1

*required if filing a personal injury claim

Describe the specific injury, damage or loss as a result of the accident/incident

Wrongful death of Claimant's wife, Marissalyn Santos. Damages include loss of financial support, loss of gifts and benefits that Claimant would have expected to receive, funeral and burial expenses, the reasonable value of household services, the loss of the decedent's love, companionship, comfort, care, assistance, protection, affection, society, and moral support, loss of enjoyment of sexual relations, and loss of training and guidance. As the Successor in Interest of Marissalyn Santos, Claimant also seeks damages for the pre-death pain and suffering incurred by Marissalyn Santos before her death.

Explain how the dollar amount claimed was computed

Jurisdiction in this case rests with the Superior Court. The value of the case exceeds \$25,000. This will NOT be a limited civil case.

Dollar Amount of Claim

\$ Exceeds \$25,000

Attach copies of the supporting documentation for the amount claimed with this form

List all items that are attached

Not required -- case exceeds \$25,000

Section 3: Insurance Information

Has the claim for alleged damage/injury been filed or will it be filed with your insurance company? Yes No
If yes, please fill out the information below

Name of Insurance Company and agent (if known) (if more than one, please attach additional sheets with required information for each company)

Type of Insurance Policy Number

Mailing Address City, State, Zip Code

Limits of Insur \$ Deductible \$

If claim involves damage to a vehicle:

Make Model Year

Are you the registered owner?: Yes No

Section 4: Representative Information

Must be completed if claim is being filed by an attorney or authorized representative

Name of Attorney/Representative

Address City

State and Zip Code Telephone Number (include area code)


Section 5: Notice and Signature

Form must be signed and dated to process your claim

Signature of Claimant

Date

Signature of Attorney/Representative



Date

12/19/23

NOTE: California Penal Code, section 72 states, every person who, with intent to defraud, presents any false or fraudulent claim is punishable either by imprisonment in the county jail for a period of not more than one year, by a fine of not exceeding one thousand dollars (\$1,000), or by both such imprisonment and fine, or by imprisonment in the state prison, by a fine of not exceeding ten thousand dollars (\$10,000), or both such imprisonment and fine.

**CLAIMS FOR DEATH, INJURY TO PERSON OR TO PERSONAL PROPERTY MUST BE FILED NOT LATER THAN 6 MONTHS AFTER THE OCCURRENCE. (GOVERNMENT CODE SECTION 911.2)
ALL OTHER CLAIMS FOR DAMAGES MUST BE FILED NOT LATER THAN ONE YEAR AFTER THE OCCURRENCE. (GOVERNMENT CODE SECTION 911.2)**

Submit an original, completed claim form and all documentation to:

LARPD

General Manager

4444 East Avenue

Livermore, CA 94550

ATTACHMENT 1

CLAIM OF GUADALUPE C VEGA VILLALVAZO

Explain the circumstances that led to the alleged damage or injury. State all the facts that support the claim against LARPD, and why you believe LARPD is responsible for the alleged damage or injury. If known, provide the name(s) of the LARPD employee(s) who allegedly caused the damage, injury, or loss.

On the afternoon of July 4, 2023, Claimant Guadalupe Vega Villalvazo was with her wife, Marissalyn Santos (“Decedent”), at the May Nissen Swim Center (“Swim Center”), located at 685 Rincon Avenue, in Livermore, California. Respondent Livermore Area Recreation and Park District (“District”) is a Special District and a public entity in the State of California. The District owned, managed, controlled, maintained, operated, administered, and otherwise was responsible for the Swim Center.

While swimming, Decedent became distressed and began to drown. Though a lifeguard entered the water and brought Decedent to the edge of the pool, the lifeguard in the water, and another on the pool deck, took an inordinately long period of time to get Decedent out of the water, thus delaying the commencement of timely, appropriate, reasonable, and/or necessary life saving measures. Once Decedent was on the pool deck, the attending lifeguards were in a panic and did not begin timely, appropriate, reasonable, and/or necessary life saving measures and failed to contact EMS. Instead, the lifeguards were shouting and attempting to locate an individual who was apparently their supervisor. The lifeguards continued to fail to provide timely, appropriate, reasonable, and/or necessary life saving measures to Decedent. Eventually, an ambulance arrived. The EMS personnel who had arrived by ambulance started life saving measures and Decedent was transported to the Emergency Department at Stanford Health Care – Tri Valley. Claimant witnessed the entirety of the incident and suffered serious emotional distress as a result. Tragically, Decedent’s condition declined at the hospital and, on July 7,

2023, she died. The cause of death was identified as anoxic encephalopathy, secondary to cardiopulmonary arrest, secondary to drowning.

Claimant is informed and believes that Decedent would be alive today if District employees had taken timely, appropriate, reasonable, and/or necessary life saving measures on July 4, 2023.

Negligence of District Employees and
Vicarious Liability of the District (Wrongful Death)

District employees are liable for their negligence to the same extent as a private person. (Govt. Code § 820(a).) In this matter, District employees were negligent in: (1) maintaining, inspecting, supervising, observing, managing, regulating, warning, patrolling, protecting, guarding, and controlling the subject Swim Center; (2) failing to timely contact emergency medical services to assist Decedent; and (3) failing to undertake timely, appropriate, reasonable, and/or necessary life saving measures with respect to Decedent. Further, the action and/or inaction of District employees in this instance demonstrates the want of even scant care and/or an extreme departure from the ordinary standard of conduct and thus meets the definition of gross negligence. This negligence was the direct and legal cause of Decedent's death. As a direct and legal result of the negligent acts and wrongdoing of District employees, agents, representatives, and/or contractors, Claimant has suffered injuries and damages arising out of the wrongful death of her wife.

The District is vicariously liable for the negligence of District employees acting in the course and scope of their employment. (Govt. Code § 815.2(a).) As set forth above, District employees were negligent in: (1) maintaining, inspecting, supervising, observing, managing, regulating, warning, patrolling, protecting, guarding, and controlling the subject Swim Center; (2) failing to timely contact emergency medical services to assist Decedent; and (3) failing to undertake timely, appropriate, reasonable, and/or necessary life saving measures with respect to Decedent. Further, the action and/or inaction of

District employees in this instance demonstrates the want of even scant care and/or an extreme departure from the ordinary standard of conduct and thus meets the definition of gross negligence. This negligence was the direct and legal cause of Decedent's death. As a direct and legal result of the negligent acts and wrongdoing of District employees, for whose negligence the District is vicariously liable, Claimant has suffered injuries and damages arising out of the wrongful death of her wife.

Negligent Hiring, Training, Supervision and Retention of District
Employees and Vicarious Liability of the District (Wrongful Death)

Though a public agency such as the District cannot be held directly liable for negligent hiring, training, supervision and retention of its employees, the District is vicariously liable for negligence of District employees who were responsible for the hiring/training/ supervision/retention of District employees. District employees, whose identities are currently unknown to Claimant (but whose identities are known to the District) were negligent in hiring, training, supervising, and retaining the District employees whose negligence is described in the foregoing section. The result of the negligent hiring/training/supervision/retention was the presence of unqualified, unprepared, unsafe, and incompetent lifeguards/pool staff at the time of the subject incident. The negligent hiring/training/ supervision/retention includes, but is not limited to, failing to: (a) properly evaluate lifeguards/pool staff qualifications before hiring; (b) perform appropriate background checks on prospective lifeguard/pool staff hires; (c) ensure that lifeguards/pool staff had the appropriate licensure/certification upon hiring; (d) ensure that lifeguards/pool staff maintained the appropriate licensure/certification throughout their employment; (e) provide lifeguards/pool staff with proper training and/or ensure that lifeguards/pool staff received proper training; (f) conduct periodic tests/checks to ensure that lifeguards/pool staff were proficient in, and physically capable of performing, necessary lifesaving skills, techniques, rules and regulations; (g) promulgate appropriate employment and safety rules and regulations and ensure

compliance with same; (h) dismiss lifeguards/pool staff who were not proficient in, or physically capable of performing, necessary lifesaving skills and techniques; and (i) dismiss lifeguards/pool staff who were unfit, unsuited, or otherwise unqualified for the job of keeping pool patrons safe. This negligent hiring/training/supervision/ retention was the direct and legal cause of Decedent's death. As a direct and legal result of the negligent acts and wrongdoing of District employees, for whose negligence the District is vicariously liable, Claimant has suffered injuries and damages arising out of the wrongful death of her wife.

District Liability for the Negligence of Independent
Contractors Hired by the District (Wrongful Death)

The District is liable for the negligence of independent contractors. (Govt. Code § 815.4.) Claimant is informed and believes that District contractors were involved in lifeguarding and pool safety responsibilities at the Swim Center. These District contractors were negligent in (1) maintaining, inspecting, supervising, observing, managing, regulating, warning, patrolling, protecting, guarding, and controlling the subject Swim Center; (2) failing to timely contact emergency medical services to assist Decedent; and (3) failing to undertake timely, appropriate, reasonable, and/or necessary life saving measures with respect to Decedent. Further, the action and/or inaction of District employees in this instance demonstrates the want of even scant care and/or an extreme departure from the ordinary standard of conduct and thus meets the definition of gross negligence. Providing timely, appropriate, reasonable, and/or necessary life saving measures pool patrons as necessary and the hiring, training, supervision, and retention of employees suitable for carrying out such measures are non-delegable duties. Claimant is currently unaware of the identity of any District-employed contractors who may have been negligent in connection with the death of Decedent, however, Claimant is informed and believes that this information is available to the District. The negligence on the part of District contractors was the direct and legal cause of Decedent's death. As a direct and

legal result of the negligent acts and wrongdoing of District contractors, for whose negligence the District is liable, Claimant has suffered injuries and damages arising out of the wrongful death of her wife.

Failure to Discharge Mandatory Duties (Wrongful Death)

The District is liable for the failure to discharge a mandatory duty set forth by enactment. (Govt. Code § 815.6.) Specifically, based on the foregoing factual and legal assertions, the District and/or its employees failed to discharge duties required by: Cal. Health and Safety Code sections 1797.182, 116028, 116040, 116043, and 116045; Cal. Code of Regulations, Title 22, Div. 4, Chap. 20, Art. 3, sections 65521, 65539, 65540; and other statutory and regulatory frameworks pertaining to public swimming pool operation. These enactments impose mandatory duties, are intended to protect against the risk of the kind of injury suffered by Decedent, and the breach of such mandatory duties was the direct and proximate cause of Claimant's injuries and damages.

Negligent Infliction of Emotional Distress to Bystander by District Employees and Vicarious Liability of the District

District employees are liable for their negligence to the same extent as a private person. (Govt. Code § 820(a).) The District is vicariously liable for the negligence of District employees acting in the course and scope of their employment. (Govt. Code § 815.2(a).) As set forth in detail above, District employees acting within the course and scope of their employment were negligent (and/or grossly negligent) in, among other things, providing timely, appropriate, reasonable and/or necessary life saving measures to Decedent. At all times during the District employees' negligent actions and/or inactions, Claimant was present at the scene and was aware that the negligent actions and/or inactions were causing injury and harm to Decedent. As a direct and proximate result of the aforementioned negligence on the part of District employees, Claimant suffered serious emotional distress including suffering, anguish, fright, horror, nervousness, grief,

anxiety, worry, and shock. The serious emotional distress was such that an ordinary, reasonable person would be unable to cope with it.

Survival Cause of Action Against District Employees and the District

Claimant is the surviving spouse of Decedent and is Decedent's Successor-in-Interest pursuant to Code of Civil Procedure section 377.30. As a direct and proximate result of the negligence of District employees as set forth in detail above (for which the District is vicariously liable), Decedent suffered fatal injuries. Decedent survived for an appreciable period of time after the injuries were inflicted upon her before subsequently dying. Pursuant to Code of Civil Procedure section 377.34, and as Decedent's Successor-in-Interest, Claimant seeks damages for Decedent's pre-death pain and suffering.

Dangerous Condition of Public Property (Wrongful Death)

The District is liable for injuries resulting from dangerous conditions of its property. (Govt. Code § 835.) On or about July 4, 2023, and prior thereto, the District owned, repaired, maintained, managed, inspected, failed to inspect, erected, supervised, monitored, managed, contracted for repair, controlled and/or was legally responsible for the Swim Center at the above described location and its compliance with applicable laws, rules, and/or regulations. The subject Swim Center created a substantial risk of injury when the property was used with due care in a manner that was reasonably foreseeable that it would be used, in that there existed at the above-mentioned date, time and location, numerous dangerous and defective conditions, all of which were unknown to Decedent and all of which were created by and/or were known to exist by the District. These dangerous and defective conditions include, but are not limited to negligent, careless, reckless, inappropriate and/or otherwise unlawful management, maintenance, and control of the property such that it was in an unreasonable and/or unsafe state, inappropriate pool design, interrupted sight lines between lifeguard stations and the pool, inadequately trained lifeguards/pool staff, inadequate safety lifesaving equipment, and inadequate rules

and regulations, including those related to safety and lifesaving training/certification/ re-certification/skill demonstration, response to emergencies, administration of first aid and CPR, use of safety and lifesaving equipment, and communication regarding emergencies. The above-stated defects were the direct and legal cause of Decedent's death. As a direct and legal result of the direct result of the aforementioned dangerous condition, Claimant has suffered injuries and damages arising out of the wrongful death of her wife.

There may be additional facts and information pertinent to the District's responsibility for Claimant's injuries and damages that are not currently known to Claimant. Further, Claimant is currently unaware of the identity of all District employees/agents/representatives/contractors who are responsible for Claimant's injuries and damages. Claimant reserves the right to amend this claim, or the subsequent civil complaint, in the future when additional facts and information become available.



Livermore Area
Recreation and Park District
An independent special district

**GENERAL MANAGER'S MONTHLY UPDATE
TO THE BOARD OF DIRECTORS ON ISSUES AND PROJECTS
FEBRUARY 2024**

TO: BOARD OF DIRECTORS

FROM: MATHEW FUZIE, GENERAL MANAGER

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

GENERAL SUMMATION:

Given the January storms we experienced last year with all the damage and necessary repairs, we were happy to have relatively calm weather this January 2024. February did start with an atmospheric river leaving behind much tree damage and very little physical damage to the parks and facilities. We continue to work on the budget for the upcoming fiscal year. We have one very large project replacing Cayatano Park synthetic field. This will be completed this spring at a \$900,000.00 price tag. We are on pace to have a small surplus in Fiscal Year 2023/2024 which will help with our costs in Fiscal Year 2024/2025.

LARPD welcomed Andrew Shen of the Renne Public Law Group as our new General Counsel. Andrew has many years of experience in municipal law. 2024 is an election year with three of our Board of Directors seats up for election. I continue on the Board of Directors for CARPD and look forward to the networking that role allows.

Trails Update:

I will be meeting with the Zone 7 General Manager to discuss the future of the Patterson Ranch trail. This meeting will take place February 8, 2024.

BOARD OF DIRECTORS:

In January, Board members attended two regular board meetings, and two standing committee meetings. Additionally, Directors participated in meetings at the following:

- LARPD Foundation
- Livermore Chamber of Commerce Business Alliance
- Livermore Downtown, Inc.
- Alameda County Agricultural Subcommittee on Trails

Board actions for the month included:

- Resolution No. 2803 approving revisions to Board Policy 2000: Personnel;
- A motion was made to accept and approve the District Audit Report for Fiscal Year 2022-2023 as presented
- Resolution No 2804: The Board presented a Proclamation to Boomer Bowers as the 2024 Livermore Ambassador.

HUMAN RESOURCES:

Internship program:

LARPD is rolling out a pilot internship program this summer. Departments are reviewing their needs and putting together job descriptions for quality learning experiences. Interns will gain knowledge of the District and present their key deliverable at the conclusion of the summer. Each week a special session will be held to provide interaction with District leadership and to share knowledge.

Staffing:

Three new hires in January, three new job postings: Office Assistant (Open Space), Natural Resources Technician, and Executive Assistant. LARPD Currently still has existing postings for a Senior Facilities Attendant and roles in Youth Services.

Job Fair:

LARPD attended the Job Fair at the Civic Center Library on January 16th. The turnout was fantastic, and we interacted with several qualified candidates, some of whom that have applied for current positions.

HR Projects:

- **Compensation Study** with Gallagher – we are working on final draft revisions with our team at Gallagher. Once done, Gallagher will prepare their final report so we may present our recommendations to the Board of Directors.
- **Cornerstone Learning Management System** – we have completed the setup of our live site and are now testing with a small focus group within LARPD. We are preparing a communication plan for our full rollout within the next few months.
- **CLEAR applicant tracking and onboarding** is progressing. We are live for limited roles currently.
- **Compliance** – the HR team attended a 2024 legal update with CalChamber and we are working on updating some newly required policies. All 2024 labor posters have been distributed to all locations that require them. We have started the Affordable Care Act reporting process for the 2023 reporting year.

Staff Training:

An ACERA retirement meeting was held on January 17th. The purpose was to educate or re-educate the population on the necessary steps and information when considering the right time for retirement.

GM REPORT – FINANCE:

1. Preliminary financial results through the month of December 2023 are as follows:
Total revenues through December are 2% better than budget at \$11.884 million. Salary and benefits expenses are 2% better than budget at \$6.719 million, and services and supplies expenses are slightly over budget (3%) at \$4.254 million. Operating Capital continues to appear very favorable, largely due to a few projects that were budgeted in FY23-24 but will no longer be completed this fiscal year (\$150k for Robertson Park Field 3, \$200k for ESS Building Upgrades). As a result, the bottom line for FY23-24 through December is \$559k better than budget.
2. The District completed the FY22-23 Audit, which was approved by the Board of Directors at the January 31, 2024, Board meeting following a presentation by the District's auditors, James Marta & Company. Staff will begin working on the FY23-24 interim audit in June.
3. Finance has been busy building budget models for the 18-month plan that will get the District through the 2024-2025 fiscal year. Many of the budget models have already been distributed to supervisors and managers, while the remaining ones are anticipated to be sent by February 2nd. The Mid-Year Budget Workshop is currently slated for March 13th, with the FY24-25 Preliminary Budget workshop expected to take place in May.

COMMUNITY SERVICES:

Youth Services:

Extended Student Services – ESS programs are going very well. The children and staff enjoyed the holidays and hosted many winter family celebration events at their sites. All ESS programs were closed the week after the holiday and reopened after the New Year. Enrollment is climbing, and we are fully staffed. We are looking forward to enrolling more children in our programs.

We are working with the Recreation staff to incorporate PE activities one day after school at all ESS sites. Staff is looking forward to learning new games and skills from the recreation staff, and the kids are always excited to play!!

Summer planning is underway and returning summer 2023 staff are contacting the coordinators to work with us again this summer.

Preschool – We are fully enrolled in all eight preschool classes, including Mommy and Me. January begins with a new curriculum focusing on the alphabet, numbers, and Winter animals. Children are learning how to play together, share play ideas, and learn new group games. The recreation staff will start attending preschool programs weekly to teach everyone new age-appropriate games. The Ranger Nature program will also begin in February, and all the preschool sites will be visited with interesting, fun, and informative activities.

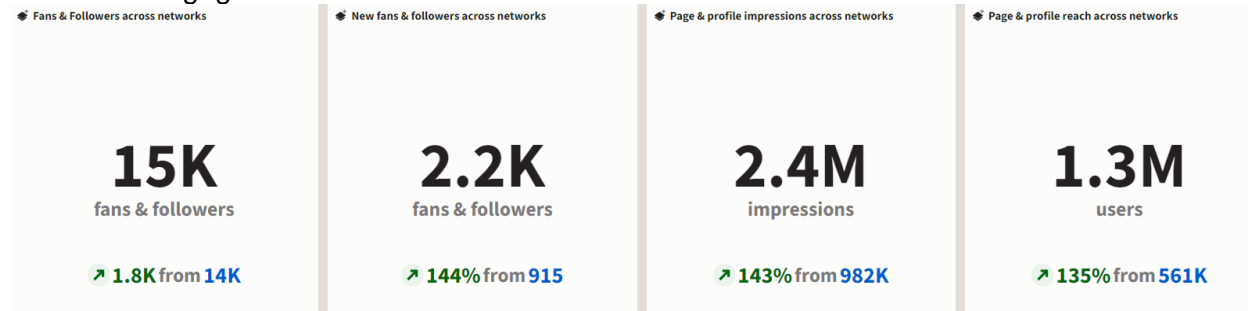
Community Outreach:

In January, we added an integrated version of Google Translate as an accessibility feature to www.larpd.org, allowing all text to be translated into 133 languages. It can be found in the top right corner of every page (screenshot below).



We also distributed three press releases highlighting our [new Aquatics Scoreboard at the Robert Livermore Aquatics Center](#), promoting the upcoming [Muffins with Bunny event scheduled for March 23](#), and sharing information about [LARPD's community donation drive supporting the Tri-Valley Haven](#) food pantry.

2023 year-end social media report highlighted some key metrics demonstrating our community reach and engagement.



Additionally, email communication, social media, peach jar, www.larpd.org continued to connect the community with our programs. Throughout the month the team sent 22,942 emails with a 66% open rate (37% industry average). Across our social media accounts, 56 posts were shared, generating 82K impressions. Highlights included park maintenance updates, showcasing the aquatics scoreboard, promoting our remote volunteer opportunity, and sharing senior and open space program highlights. On www.larpd.org, January page views were 121k, with the most visited pages being the District Programs and Events Calendar, Activity Guide, the Daddy-Daughter Dance, and Sycamore Grove Park.

Information Technology:

The IT team launched two new initiatives in January. The first is a monthly internal IT newsletter that includes technology tips, training, and resources to assist employees with the tools they need to do their jobs effectively. The second initiative was creating LARPD's Internal IT Troubleshooting team, which consists of a small team of tech-savvy employees who are

available to help diagnose and problem-solve IT issues and either fix the problem or escalate it to our IT consultants, as appropriate. The goal of this team is to expedite support for small issues and reduce the time and frustration spent on technology-related problems.

Open Heart Kitchen Meal Program:

After nearly four years of hosting the Hot Community Meal Program at the RLCC, both drive-thru during COVID and inside upon reopening, Open Heart Kitchen opened their brand new Vineyard Resource Center located at 450 N. Livermore Ave. The new center will be the home for the Community Meal Program Monday-Fridays from 12 pm – 5 pm and the Open Heart Refuge (overnight adults-only shelter with 20 beds).

December Meals:

Senior Meal Program: 577 meals served to 60 seniors

Hot Meal Program: 3,456 meals served

Upcoming Key Dates/Events:

Birding By Ear: Saturday, February 3, at Sycamore Grove Park at 9 am. From tweets to trills and songs to calls, birds have an amazing language all their own. In this unique bird listening hike, you'll learn how to utilize your sense of hearing to experience and identify our local birds. This will be an easy, flat hike. [MORE INFO](#)

History That Doesn't Suck (50+): Sunday, February 4 at 2:30 pm at the Bankhead Theater. The first 100 years of American history are told in 100 minutes! With Professor Greg Jackson guiding us through some of the greatest points in American history. Laced with sarcasm and humor...this show is the perfect way to learn and have fun simultaneously. [MORE INFO](#)

Tri-Valley Haven Food Pantry Donation Drive: Monday, February 5. LARPD has partnered with the Tri-Valley Haven Food Pantry to support families in need within the Tri-Valley. LARPD will accept donations Monday, 02/05/24, through Friday, 03/22/24. [MORE INFO](#)

Pop-Up Trip: Winchester Mystery House (50+): Thursday, February 8. Go safely and in style with LARPD and your friends from the community for a fun and mysterious day at the world-renowned Winchester Mystery House! [MORE INFO](#)

Daddy/Daughter Dance – An Enchanted Evening: Saturday, February 10. Dads, Uncles, Grandfathers, or any guardian is invited to dance the night away with their little lady. Dress your best and enjoy dancing, a photo booth, light refreshments, snacks, and a lot of FUN! [MORE INFO](#)

Ravenswood Docent Tours: 2nd and 4th Sundays, 12 – 4 pm. Ravenswood Historical House will be open to the public on the 2nd and 4th Sunday of each month from 12:00 p.m. to 4:00 p.m. for docent-led tours. [MORE INFO](#)

Olivina Olive Oil Tasting and Lunch (50+): Tuesday, February 13. Meet at the Olivina Olive Oil tasting room for an informative presentation, tasting, and tour, compliments of the owner Charles Crohare. [MORE INFO](#)

Early Bird Hike at Sycamore Grove: Sunday, February 18. Join Ranger Danny for an early morning hike through the park. We will be listening to some morning birds and see if we can spot any critters either heading to bed or just waking up! [MORE INFO](#)

Medi-Cal Eligibility and Home and Community-Based Services: Thursday, February 22 at 1 pm. This free presentation from Legal Assistance for Seniors explains Medi-Cal eligibility for specific programs serving individuals 65 and older, and for individuals with disabilities, Home and Community-Based Services benefits covered by Medi-Cal, and informs consumers about Medi-Cal Recovery rules and exemptions [MORE INFO](#)

Trevarno History Walk (50+): Friday, February 23 at 10 am. Take a nostalgic walk along this shady lane reminiscent of an earlier era, complete with old-fashioned streetlamps. Learn from the Livermore Heritage Guild docent and resident Susan Canfield about the local history of the Craftsman-style bungalows nestled on grassy lots. [MORE INFO](#)

Aquatics:

	Purchased		Usage
Lap Swim			
Lap Swim Light	17		103
Lap Swim Senior Light	28		197
Lap Swim Unlimited	9		104
Lap Swim Senior Unlimited	16		246
Adult Drop In	280		280
Senior Drop-in	355		355
Lap Swim Totals			
Water Exercise			
Water Ex Light	0		0
Water Ex Senior Light	12		92
Water Ex Unlimited	0		0
Water Ex Senior Unlimited	8		95
Water Ex Adult Drop-in	8		8
Water Ex Senior Drop-in	73		73
Water Exercise Total	101		268
Swim Team			
LAC	300		
Masters	50		
Swim Team Total	350		

Open Space:

- **PROGRAMS/EVENTS:**

- Winter/Spring programs have kicked off strongly with our flagship programs, **Junior Rangers** and **Sycamore Science Camp**. Program numbers and

revenue remain steady from last year. Kids have enjoyed good, messy fun this month, from investigating fungi and salamanders to learning about fire ecology in California and safely starting their own campfires.

- LARPD Open Space continues to offer quality, popular ranger programs to the public, often at zero cost to participants.
 - **MUSHROOM MADNESS:** One such program returned this year with an incredible turnout: Mushroom Madness. 200+ attendees explored the park for mushrooms of all kinds, finding a whopping 50+ different mushroom species. This event truly wouldn't have been possible without the expertise and generosity of members from the Bay Area Mycological Society who partnered with us. Interpretive staff is already planning on improving next year's event, including how to address parking access to accommodate the remarkable interest in the program.
 - **LARPD & LPL: FUNGUS AMONG US:** In advance of our Mushroom Madness program, we continued our partnership with Livermore Public Libraries to offer a Fungus Among Us program at the Civic Center Public Library. Programs like these allow for the best kind of cross-pollination – reaching different audiences, bringing a bit of our open spaces to those who may not be able to access it otherwise, and supporting another great organization within our community. Look for more collaborative programs in the spring with the library.
- **SCHOOL PROGRAMS:** Back to school in the new year. In addition to our in-class programs at Livermore Elementary schools, Open Space staff also visited 3 LARPD preschools – Jane Addams, RLCC, and Rancho. We'll be making the rounds to all LARPD preschools this spring.
- **RACE TO THE FLAGPOLE:** Ranger Gilbert coordinated the annual Race to the Flagpole event on Saturday, 1/27, organized by the Livermore-Granada Boosters and held at Independence Park and Sycamore Grove Park. This event is the Boosters' main annual fundraiser, with all proceeds going to the Boosters Olympian Scholarship program. Gilbert reports that there were 492 runners this year!
- **PARK UPDATES/NATURAL RESOURCE MANAGEMENT:**
 - Livermore has received over 6 inches of rain since July 1st (the beginning of the "rainfall season"). With the valley's average annual rainfall at roughly 15 inches per year, we are below average for this point in the year and much below the incredible rainfall experienced last year around this time. Del Valle has not yet needed to increase the release of water from the reservoir into the Arroyo Del Valle for flood control. Trail repairs and water breaks in response to the 2023 rainy season remain in good condition. In related news, 2 out of 3 ponds present at Sycamore Grove Park to provide breeding habitat for the endangered California Tiger Salamander are holding water. Spending 90% of the year inside ground squirrel burrows, adult salamanders will emerge to travel to these ponds during big rains in the winter to breed. Fingers crossed that conditions remain good for eggs to hatch!

• **VOLUNTEERS:**

- Despite the weather, we’ve been fortunate to have volunteers join us for varied opportunities with Open Space this month. This included tracking the 50+ species of fungi collected by participants at Mushroom Madness, pruning apple trees at Ravenswood Historic Site under the guidance of Park Maintenance Technician John Mottashed, and welcoming the first of the spring growth in our Native Gardens at Sycamore Grove Park.
- **UPCOMING:** Looking forward to February, we are excited to coordinate a month-long interpretive theme: February is For the Birds. Efforts include articles in the Valley Wilds newsletter, a slew of free ranger programs at the park related to birds, opportunities to contribute to community science projects, visitor submitted photos in our “Picture This!” display board, and volunteer projects to maintenance bird boxes. Our hope is to facilitate the public connecting with these feathered friends to learn just what makes them special – to us and the natural world.

JANUARY 2024 Open Space	# of programs	# Participants (TOTAL)
Open Space School Programs	15	376
ASES/ELOP	4	38
Ranger Programs	4	89
Sycamore Science Camp	4	69
Jr. Rangers	3	35
Special Events	3	727
Volunteer Opportunities	3	8
January'24 Totals		1342

Senior Services:

Classes: At the start of the new year, numbers were good for our senior fitness programs. Our Zumba Gold with Alice averaged 12 registrants, and our Zumba Gold with Christina averaged 15. Sandra’s Gentle Strength, Balance, and Flexibility is averaging 22 registrants, and her Chair Strength, Balance, and Flexibility is averaging six registrants. Line Dancing with Delores is averaging ten registrants, and our Line Dancing with Gary is also averaging ten. Tai Chi is averaging six registrants, and our Yoga for Self-Care is averaging four. How to Age in Place: Hiring & Working with a Caregiver saw 25 seniors take advantage of this FREE presentation by Legal Assistance for Seniors. Estate Planning rounds out our programs this month with 15 seniors attending the FREE presentation. The usual suspects for Billiards, Bridge, Mah Jong drop-in programs and Walking with Purpose continue to give seniors another outlet.

Trips: The first trip of the new year to Red Hawk was scheduled for January 18th. A busload of happy Seniors feasted at the Koto Buffet and tried their hand at some Casino gaming. As usual, the experience was great, leaving the driving behind when you travel with LARPD Active Seniors!

Activities: This month’s Mystery Movie at the Vine Theater was “Ferrari” and was viewed and critiqued by the participants, with their joint review being posted on our LARPD social media websites. The January movie-goers gave this movie a 4.5-star rating after a group discussion over hosted appetizers at the Zephyr Grill.

This month, Movie Madness showtimes in our Vintage Lounge fell on holidays and were moved to the 2nd and 4th Mondays in January. The new year brought new faces to enjoy the movie offerings and new friends to meet in the warm indoors.

Our Senior Activity department welcomed the owner and associate from Livermore’s “Board and Brush” studio to the RLCC on January 25th. They instructed a group of creative Seniors with patterns, supplies, and knowledge to make beautiful wooden home décor. The results were amazing and professional looking.

On January 30th, a full-capacity crowd of 26 people met at the Poppy Ridge Grill for a hosted lunch and then proceeded to the LLNL Discovery Center for an interesting tour and insight into the workings of the Lab. The self-guided tour highlighted the Laboratory's scientific achievements during the last 70 years, presented through a history tunnel.

You can find pictures from our trips and activities on LARPD's social media outlets.

Facility Rentals:

Facility rentals are held at the Ravenswood Historic Site, the Robert Livermore Community Center. Facility rental information is located on our website at larpd.org.

Facility	Type of Activity	Total Rentals for the Month	Total Monthly Hours
Ravenswood	Facility Rentals	1	9
Ravenswood	Wedding Rehearsals	0	0
Ravenswood/RLCC	Facility Rental Tours	22	22
Ravenswood	Photo Permits	1	1
RLCC	Facility Rentals	11	110
RLCC	On-going Rentals	1	14
Total Facility Rentals for the Month:		36	156

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

- Day-to-Day Operations & District Support:

Operations	Staff	Days	Time	Total Hours Weekly	Total Hours Monthly
Outlying Facility Restroom Cleaning: Ravenswood, Carnegie, & Vets Hall	1	M/Tu	6:30 am-9:30 am	4-6	16-20
RLCC Operations & Custodial	3	M-F	7:30 am-10:00 pm	217.5	870
RLCC Operations & Custodial	2	Saturdays	8:00 am-8:00 pm	24	96
Park Restrooms: Field Rentals	2	Sat	8:00 am-8:00 pm	24	48
Park Restrooms: Field Rentals	2	Sun	7:00 am-3:00 pm	16	32

- Community Services program and service support:

Program	Task	Staff	Days	Total Hours Weekly	Total Hours Monthly
Open Heart Kitchen	Setup & Takedown	2	M-F	10 hours	40 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
Livermore Rotary Meetings	Setup & Takedown	2	Wednesdays	1 hour	4 hours
Line Dancing	Setup	1	Tuesdays, Thursdays	30 minutes	4 hours
Golden Circle	Setup & Takedown	2	Mondays	30 minutes	2 hours
Movie Madness	Setup & Takedown	1	Monday	1 hour	2 hours

Maj Jong	Setup & Takedown	1	Wednesday	30 minutes	2 hours
Bridge	Setup & Takedown	1	Thursday, Friday	1 hour	4 hours
Tai Chi	Setup & Takedown	2	Monday, Thursday, Friday	30 minutes	2 hours
3-D Greeting Cards	Setup & Takedown	1	Friday	30 minutes	1 hour
Gentle Strength, Balance, and Flexibility	Setup & Takedown	1	Tuesday, Thursday	30 minutes	2 hours
Chair Strength, Balance and Flexibility	Setup & Takedown	1	Tuesday, Thursday	30 minutes	2 hours
Board and Brush on the Go	Setup & Takedown	1	Thursday	15 minutes	30 minutes
LAYAC Metting	Setup & Takedown	2	Monday	15 minutes	15 minutes
LARPD Foundation Meeting	Setup & Takedown	1	Monday	15 minutes	15 minutes
HR ACERA Meeting	Setup & Takedown	2	Wednesday	30 minutes	30 minutes
AC Ag Subcommittee on Trails Meeting	Setup & Takedown	2	Monday	15 minutes	15 minutes
How to Age in Place: Hiring and Working with a Care Giver	Setup & Takedown	1	Thursday	30 minutes	30 minutes
LARPD Board Meeting	Setup & Takedown	1	Wednesday	30 minutes	30 minutes

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

Program/Camp	Monthly Registration
Livermore Ballet School (9 classes)	82 registrants
Winter Wonderland Musical Theater	7 registrants
Total Registered:	89 registrants

Sports Facility Rentals:

Baseball/softball fields were open for use on January 29, weather dependent. The locations include Altamont Creek, Bill Payne, Robert Livermore, Randy Johnson, Ernie Rodrigues, and Max Baer. Grass soccer fields are slated to open in early March, weather-dependent.

LARPD is supplying field space for Granada High while their fields are being renovated. GHS baseball will be at Max Baer, and GHS softball will be at Ernie Rodrigues.

Group picnic reservations are starting to be received for preparation of sites opening in March. There will be three new sites available for rent: Les Knott, Upper Independence, and an additional small site in May Nissen. A new site will open at Pleasure Island Park later in the picnic season once site prep has been completed.

One basketball tournament was held in the gymnasium.
 Cavaliers Rugby held a tournament at Robertson Park
 Nor Cal Premier Soccer held a tournament at Robertson Park

Park Location	Total Rentals	Total Rental Hours
Robertson Park	47	221
Cayetano	35	86
Ernie Rodrigues	0	0
Robert Livermore	0	0
Christensen	0	0
Max Baer	0	0
Independence	0	0
Altamont Creek	0	0
Bill Payne	0	0
Hagemann	0	0
May Nissen Pickleball Courts	27	111
Gymnasium	120	245
Total:	229	663

Picnic Locations	Total Number of Rentals	Total Number of Attendees
May Nissen (main site)	0	0
May Nissen (tennis court)	0	0
May Nissen (library)	0	0
Big Trees	0	0
Hagemann	0	0
Independence	0	0
Robertson Park Pole Barn	0	0
Cayetano	0	0
Robert Livermore	0	0
Total:	0	0

Sports & Fitness Programs/Classes/Events:

We have expanded LARPD Pee Wee programming and have seen a 75% increase in registration. We are now offering a variety of Parent/Me classes such as sports, arts & crafts, music & movement as well as a NEW Pee Wee Kids Night Out which compliments KNO for the 6-12 year olds.

Programming at The Club is expanding this season; in addition to Hot Shots and Small Group Training, we will be offering our LARPD Cheer class. Having the additional space has allowed us to offer an additional Cheer class allowing 20 additional kids to enroll.

Program	Total Registered Participants
LARPD Pee Wee Classes	56
LARPD Basketball League	118
LARPD Hot Shots Basketball Club	15
LARPD Small Group Training Club	20
LARPD Kids Night Out	35
Arora Tennis	104
Youth/Adult Karate	22
Youth/Adult Hip Hop	26
Wee Hoops Basketball	8
Adult Yoga	34
Pickleball Introduction (adult)	24
Drop In Pickleball	299
Club VIP Volleyball	27
Total Participants Served:	788

FACILITIES AND PARK MAINTENANCE:

January saw the arrival of eight (8) additional fleet vehicles at the Maintenance Service Center so that they can be prepared to be put into service by staff. These leased vehicles are replacing older, District owned vehicles currently in use. All told, 22 new trucks and vans will be added to the fleet this year. As the replacement vehicles arrive, the older vehicles will be decommissioned and prepared for sale at auction.



At Croce ESS, a new pressure regulator and check valve were added to the water main feeding the buildings. Because the site is tied into the water for Croce School, the school's changing water demands throughout the day were causing large fluctuations in water pressure and flow for the ESS site, affecting the operation of the faucets, fountains and toilets. The new regulator and check valve alleviated the problem.



May Nissen Park continues to be a target for gang related graffiti. Staff are forced to address park wide tagging on a weekly, and sometimes daily basis. These attacks are reported to the police as they occur, but sadly, there is little that can be done to stop them. May Nissen has always been a hot spot for graffiti, but this year has seen the problem rise to the highest level yet to date.



In December, the Cresta Blanca received a new floor in the form of Luxury Vinyl Tile (LVT). This flooring replaced the previous carpet flooring. At that time, it was noted that many of the chairs used in the ballroom had missing or broken feet on the steel legs. These missing feet represented a possible cut/scratch hazard to the new floor. Facilities technicians identified an appropriate after-market replacement. Over 1200 chair feet were purchased and a team was assembled to install the new feet. It was a group effort, but when completed, over 300 chairs had new feet that wouldn't damage the new floor.

The Facilities team has also been working on many other regular maintenance needs throughout the District, including such things as:

- Park bench repairs.
- The construction and installation of new informational kiosks located at new picnic reservation areas.
- Door/lock repairs.
- HVAC repairs and filter replacement.
- Toilet/plumbing repairs.
- Fence repairs at Mocho Park.
- Graffiti removal at multiple locations.
- New truck improvements. (toll box installation, running board installation, winch installation etc..)
- Drinking fountain repairs.
- Synthetic field grooming (monthly).
- And much more!

Parks Maintenance:

In January, significant activities included the meticulous pruning of the Ravenswood Historical Rose and Apple Orchard, ensuring the health and aesthetics of these cherished botanical spaces. A dedicated effort was also directed towards leaf cleanup, maintaining a pristine environment. The integration of a new sports field marked a notable enhancement in our facilities, promising an improved experience for sports enthusiasts. Meanwhile, our commitment to environmental stewardship continued with the ongoing application of seasonal pre-emergent herbicides. The sports fields underwent a rejuvenating process through overseeding and aeration, ensuring optimal playing conditions. The tree health improvement Plan will consist of mulching tree wells via soil amendments for all trees.

Herbicide Totals: ~700 gallons of Specticle FLO

Graffiti/Vandalism: 24 hours of cleanup

Irrigation Repairs:

HEADS	VALVES	LATERALS	MAINLINE	SHUTOFF
17	2	4	2	

Randy Johnson & Ernie Rodriguez Infield renovation



Mechanic's Shop

Vehicle service and repairs:

- New Vehicle Prep- 273JFA stickers, backup alarm, geotab, extensions, Lic plates
- V41- L/R brake lamp inop replaced bulb
- New vehicle prep- 2735JFF sticker, running boards, backup alarm, geotag extension, Lic plates
- New vehicle prep- 273JHL sticker, running boards, backup alarm, geotag extension, Lic plates
- V27- prep for action
- V36- prep for action

- New vehicle prep-273JC2 sticker, running boards, backup alarm, geotag extension, Lic plates
- V26- Prep for action
- V31- Pre smog Inspection
- V38- changed (4) tires

Mower and tractor services and repairs:

- V47- dump bed inop, replaced dump bed motor
- V35- check engine light on, replaced fuel filter

Additional tasks performed:

- Shop maintenance
- Parts ordering/ inventory
- Weekly/ monthly/ year-end reports

Respectfully submitted,



Mathew Fuzie
General Manager

MF/lvb

COMMITTEES SINCE BOARD MEETING OF JANUARY 31, 2024		
STANDING COMMITTEES		
Date	Committee	Chair & Member
cancelled	Program	Pierpont/Boswell
	Finance	Pierpont/Palajac
2/14	Facilities	Boswell/Furst, alternate
	Intergovernmental-LARPD/City/LVJUSD	Furst/Palajac
2/12	Personnel	Palajac/Furst
AD HOC COMMITTEES		
Date	Committee	Chair & Member
Date	COMMUNITY OUTREACH LIAISON Committee	Member
	Ala. Co. Special Districts Assn.	Furst/Palajac
2/7	Chamber of Commerce Business Alliance	Furst
	Community Gardens	Faltings
2/5	LARPD Foundation	Palajac
2/7	Livermore Cultural Arts Council	Boswell
	Livermore Downtown, Inc.	Pierpont
	Ala. Co. Agricultural SubComm. for Trails	Palajac
OTHER		
		AGENDA ITEM NO. 6

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LIVERMORE AREA RECREATION AND PARK DISTRICT

FACILITIES COMMITTEE

AGENDA

**Wednesday, February 14, 2024
2:30 p.m.**

Robert Livermore Community Center
4444 East Avenue, Livermore, California 94550
West Conference Room

COMMITTEE CHAIR: BOSWELL
COMMITTEE MEMBER: FALTINGS (Alternate FURST)

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the Facilities Committee Meeting held on December 14, 2023
4. Responses from RFQ re: On-Call Professional Services
5. Bothwell Center
6. Planning for Future Trails and Trail Connectors (Standing Item)
7. CIP Update/List of all CIP Projects (Standing Item)
8. Directors' and/or General Manager's Reports or Announcements
9. Adjournment

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LIVERMORE AREA RECREATION AND PARK DISTRICT

PERSONNEL COMMITTEE

AGENDA

**Monday, February 12, 2024
2:00 P.M.**

Robert Livermore Community Center
4444 East Avenue, Livermore, CA 94550-5053
West Wing Conference Room

COMMITTEE CHAIR: PALAJAC
COMMITTEE MEMBER: FURST

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the Personnel Committee Meeting held on January 8, 2024
4. Update on CLEAR Implementation
5. Directors' and/or General Manager's Reports or Announcements
6. Adjournment

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LARPD FOUNDATION Trustees Meeting
Monday, February 5, 2024 at 7:00 pm
Robert Livermore Community Center
4444 East Ave

AGENDA

1. CALL TO ORDER BY PRESIDENT CAMPBELL
2. APPROVAL OF MINUTES – January 8, 2024
3. REPORTS / PRESENTATIONS
 - a. Acknowledgment of Linda Ann Allen Donation to Support Scholarships for the Inaugural Camp Shelly Summer Camp
 - b. Treasurer’s Report and Foundation Accounts, Treasurer Stevulak (Informational)
 - c. LARPD Board Report, Board Liaison Palajac (Informational)
4. DISCUSSION/ACTION ITEMS
 - a. Rotary Grant Application
 - b. 2024 Wine Down In The Grove:
 - i. Committee Assignments
 1. Event Chair: Campbell
 2. Silent / Live Auction Setup and Display: Dawn Whalen
 3. Food: Roberts
 4. Wine/Beer: Muela, Kenison
 5. Facilities: Weisgerber
 6. Event Layout: Weisgerber
 7. Volunteers: Weisgerber
 8. Sponsorship Recruitment: Ralph, Campbell, Muela, and Stevulak
 9. Auction Item procurement: Ralph, Campbell, Muela, and Stevulak
 10. Advertising and Social Media: Kenison
 11. Tickets/Eventbrite: Kenison
 12. Permitting/ABC: Whalen and Roberts
 13. Live Auction: Roberts
 - ii. Process / Notifications
 - iii. Promotion Emails
 - iii. Member Price for Wine Down
 - c. Membership Application Updates
 - i. Process / Notifications
 - ii. Promotion Emails
 - iii. Member Price for Wine Down
 - d. Budget Approval
 - i. Review 2023 Budget
 - ii. Discuss 2024 Budget

1. Board Member Spending Limit Without Board Vote

e. Three Valleys Community Foundation (Discussion/Action)

f. Google Drive Shared Folders

i. Access

ii. Post-Meeting Test

5. MATTERS INITIATED

6. FUTURE AGENDA ITEMS

7. ADJOURNMENT

Next Meeting: Monday, March 4, 2024