

LIVERMORE AREA RECREATION AND PARK DISTRICT

FACILITIES COMMITTEE

**DRAFT MINUTES**

**THURSDAY, MAY 12, 2022  
2:00 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), the Livermore Area Recreation and Park District Facilities Committee Members and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in the meeting electronically.*

Committee Members Present: David Furst, Jan Palajac

LARPD Staff Present: Mat Fuzie, Fred Haldeman, Jeffrey Schneider,  
Jill Kirk, Linda VanBuskirk,

Members of the Public Present: David Lunn

1. **Call to Order:** Committee Chair Furst called the meeting to order at 2:00 p.m.

2. **Public Comment:**

**David Lunn:** Addressed the Committee regarding Public Comment during Board Meetings. He suggested providing more timely reporting, rather than having the public members wait a month or so for an answer.

**Chair Furst** explained the Board is not legally allowed to discuss anything that has been brought up during the Public Comment period that is not on the agenda. The public is welcome to submit their topic to a Board member prior to a meeting, so that they might be able to put the topic on an agenda for discussion.

3. **Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency:** Resolution No. 2748-a determining to conduct meetings of the LARPD Facilities Committee using teleconferencing pursuant to Government Code 54953 as amended by AB 361 was approved unanimously.

4. **Approval of the Minutes of the Facilities Committee Meeting held on April 7, 2022:** The meeting minutes of April 7, 2022 were approved, with revisions as outlined after receiving public comment:

**Public Comment:** Regarding the Draft Minutes on page 2 at Item 6: “*Planning for Future Trails and Trail Connectors*” **David Lunn** asked, “What did Zone 7 mean when it said, “Design Build”? Does that refer to the Design Build of the trail? Did the General Manager approve the Design Build of the trail? Discussion ensued and GM Fuzie explained that Zone 7 signed off on the general concept and location of the trail, but they had concerns about how LARPD would control access, and where any fencing might need to go as that had not been clearly delineated. The signoff on the Design Build was the permit itself and the design concept within it.

GM Fuzie reported that he will be responding to the general manager of Zone 7 with a letter detailing how LARPD intends to do the permitting and control the access, then we will finish the trail.

Chair Furst directed staff to on Page 2 of the draft minutes, sixth line down where it says, “It was noted that she did sign off on a Design Build. . . with specific parameters.” **ADD** the words “**of the trail**” after “Design Build” so that the sentence reads, “It was noted that she did sign off on a Design Build **of the trail** with specific parameters.”

#### **5. Patterson Ranch Trail Status:**

Chair Furst asked for a status and timeline on the Patterson Ranch Trail agreement. GM Fuzie reported that LARPD must respond to Zone 7’s letter with detail of how we intend to operate the trail from an enforcement standpoint, keeping people within the trail, knowing who is there in case there is some incident within the watershed, and being able to backtrack in case there is an investigation. Staff is currently working on those parameters.

Community Services Manager Jill Kirk further explained the components of trail permitting via QR code, or some other method to be determined, and use of volunteer trail ambassadors, or Ranger-led hikes.

Besides the permitting issue, GM Fuzie stated we need to resolve where the fencing will need to be, and signage. How we permit will directly affect how much fencing we are going to need, and how much signage we are going to need. We should not have to wait for the signs and fencing to go in before we can start having either trail ambassador-led hikes or ranger-led hikes, as long as we have a plan that is signed off and we are actively moving towards that plan. Once Zone 7 receives the response letter from LARPD, a meeting will be set up on site to talk about regulatory items – the fencing and signage of the trail markings, etc.

**Public Comment:** David Lunn offered to work as a Trail Ambassador as early as next Wednesday.

**Next Steps:** GM Fuzie summarized the order of next steps as follows:

- 1) LARPD to respond to the Zone 7 letter;
- 2) Zone 7 must accept the letter;
- 3) Both parties must agree upon the processes to use for permitting and for tracking hikers on the trail;
- 4) Once those things are accepted, we will be able to complete the trail;
- 5) CSM Kirk added there is one more workday set to clean up the trail;
- 5) Once the trail is completed and we’ve agreed upon a location for fences, start Ambassador/Ranger/Employee-led hikes.

In response to a question from Director Palajac, GM Fuzie said there may be some interest from Zone 7 to sell some of the property to LARPD so that LARPD could then take over management and operation of the trail.

#### **6. Bothwell Building:**

GM Fuzie reported the 5-year Bothwell Building lease has expired, so the Board has the authority to discuss what it wants to do regarding the future of that building, given that we are now in a situation where we have a month-to-month renter @ \$1,400/month. He will be taking this item before each committee so that each committee may weigh in on their

thoughts from the perspective of that committee. The Bothwell building is quite old, and in different states of disrepair. Maintenance there is in an amount contrary to a good business model. The current renter is subleasing to others for use of the building.

Parks & Facilities Manager Fred Haldeman has reached out to a few agencies, one being the Appraisal Division of CBRE, to assess the property value in terms of sale and in terms of replacement value for insurance purposes, and what the appropriate rent or lease would be for the building in the condition that it currently is.

- Mr. Haldeman will report back to the Committee once he hears from CBRE.

GM Fuzie said once we obtain information from CBRE, staff can draft a Bothwell paper for the Committee to review the situation, the annual costs, what LARPD gets monthly, what we should be charging for the building in its current condition, and other options to consider. Broad direction will be solicited to include options such as, a) keep the building, or b) look at different alternatives, i.e., instead of keeping the building taking it down. If that, then what could we do there?

Director Palajac expressed concern that if the Board decides it wants to take the building down and do something else with that space, it needs to go before the community, and if it goes to the community, we'd better have a good idea of what we are proposing. It is better to go with "Option A, B, or C" and ask them to pick, so they have choices as opposed to unlimited choices with an unlimited budget.

There was no public comment.

## **7. Drought Policy for LARPD Parks and Buildings:**

Director Palajac asked for this item to determine how much water usage we have for both the lawns in our parks and the buildings, along with the importance of having a sustainable conservation plan. Discussion ensued regarding what LARPD is doing now to control water usage and how we can educate the public on what we are doing and why.

PFM Haldeman explained LARPD's continued focus to improve the efficiencies of existing irrigation systems throughout the parks. The RLCC also has very efficient low-flow toilets and automatic shut-off faucets. Over the years, we've changed out most of the plumbing for low-flow versions. In response to a question from Director Palajac relating to a mandate to reduce water as an agency by 15%, PFH Haldeman explained that LARPD does not fall under the same category as residential users. The COL right now is in Stage 2, which they consider moderate. Although residential users are limited to watering 3x per week, LARPD actually does that already. The vast majority of LARPD parks are watered 3 days/week, the only exception being a couple of sports fields where we did recent turf renovation, so to get seeds to sprout, watering there is 4x per week. Ever since the pandemic and beyond, we've been operating on reduced water as much as possible. Initially it was for cost benefits, but drought goes hand-in-hand with that. We are still operating as lean as we can currently, and we are also compliant with the City requirements.

Business Services Manager Jeffrey Schneider shared a preview of the budget document to be present to the Finance Committee on Monday, and then to the Board during the Budget Workshop on May 25th. Net Operating Results for this year at the Mid-Year Budget is at \$2.49 million. For next fiscal year the proposed budget is now sitting at \$1.1 million, which is well above where the Board saw in the preliminary budget in March, primarily associated with property tax increase. We also have what we presented in March in the CIP plan, for

this year and next, the use of the General Fund totals \$966,079 this year and almost \$2.2 million for next year. \$1.6 million of that is the fields. The proposed use of the Net Operating Contribution of \$491,974 is the Budget Contingency Reserve, subject to the Board's review and approval. This could be provided as a potential spend for drought relief projects.

- The Committee agreed that as we come into budget season, putting a line item into the budget for drought projects would be a good idea. There may be a need to invest in a drought response program.
- Our goal is to be as efficient as possible with water, and still provide the services that we are chartered to provide.

**Public Comment:** David Lunn commented that everyone is worried about the drought, but people should realize that we need 40,000-acre feet a year and there is more than 350,000-acre feet of water in Zone 7 storage, so it is not so critical in our area. He also stated that although lawns in front of homes should be eliminated, kids need lawns to play on, and that is LARPD's job. He expressed support for having irrigated turf for people to sit on and have picnics on. This is what park districts do. In terms of sustainable supply, there should be a quota of reasonable use for LARPD to efficiently run the park district. "You should be proud of the fact that you provide that service."

**8. CIP Budget Review through FY 23/24:**

GM Fuzie stated we are not in the FY 23/24 phase yet, so this item is premature. BSM Schneider commented that the CIP plan remains as was presented to the Board in the March Budget Workshop and the Board will see it in the upcoming May Budget Workshop as well, unchanged. We are not assuming any increment in AB 1600 fund availability. The General Fund use and the AB 1600 fund remains just as we showed you in March. It only extends through 2022/2023 = next year.

- Chair Furst asked to have this kept on as a standing agenda item, but change the title to "CIP Budget Review" so that will allow us the flexibility to talk about whatever we want regarding CIP.

**9. Planning for Future Trails and Trail Connectors, including:**

a) Coordinating with EBRPD and COL for Tour and Update:

Chair Furst opened by stating that he realizes the City is lead agency on many of the trail connectors, specifically the one in north Livermore going from Springtown across the Las Colinas overpass. It seems there are several trail connectors that we could, if not take the lead on, at least maybe push the City harder on.

- Chair Furst asked to have this listed as a standing item each month so that we may talk freely about trails and trail connectors.

Chair Furst reported that when he was at the California Trails & Greenways Conference, one of the last sessions was with one of the top people at EBRPD, who is very interested in trails and knows Livermore very well. Regarding the trail from Vineyard as it crosses Vallecitos and goes into the backside of Sycamore Grove - that was his project from EBRPD and he wants to see that completed, so he is motivated to move on that trail.

- GM Fuzie confirmed that is right and added the EBRPD gentleman was going to initiate with Andy Ross at the City of Livermore (COL) a tour of that area to see if

- there are any action items that any of us can complete. Chair Furst asked GM Fuzie to take the lead on trying to get an EBRPD/LARPD tour going.
- Director Palajac suggested that when talking to Andy Ross, find out the details of the ribbon cutting ceremony on the Iron Horse Trail and whether any of our Board members can go, even though we have not been invited.
  - GM Fuzie will meet with Andy Ross (COL) to get an update on all trails in general. These updates will include:
    - T6, Las Colinas
    - T13, Trail along Arroyo Road from Wetmore down toward the County's bridge.
    - Cemex property around Lake A

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

- a) Director Palajac noted the goats are back in the Arroyo Mocho on the Zone 7 property munching away. She asked if LARPD would have the goats on any of its property soon? [PFM Haldeman confirmed, yes, the goats will arrive on LARPD property soon.]
  - The Committee asked staff to notify the Board once the goats come onto LARPD's property.
- b) GM Fuzie announced the Master Property Agreement came back to LARPD from the COL. BSM Schneider and Procurement and Contract Specialist Celene Resong are reviewing it and will present their review to GM Fuzie then the Ad Hoc Committee [Furst and Palajac]. The intent is to have a broad agreement that has no sunset and has a dissolution clause. Site-specific agreements will be separate.
- c) Reference checks are underway on the HR Officer candidate who has been selected. An offer may be made tomorrow. The Board will be notified how that turns out.
- d) GM Fuzie announced he will be leaving next Tuesday to attend the CARPD conference and will return on Saturday. The conference runs from May 18-20, 2022.
- e) Board members were encouraged to purchase a ticket and attend the LARPD Foundation's fundraising event Wine Down in the Grove on Saturday, May 21<sup>st</sup> to invest in its success.
- f) Director Palajac had planned to attend the CARPD conference as well but changed her mind and cancelled once the schedule was published.
  - Chair Furst suggested the title of agenda item 10 to be "Directors' **and/or General Manager's** Reports or Announcements for future Facilities Committee meetings.

**11. Adjournment:** The meeting was adjourned at 3:23 p.m.

/ lvb