

LIVERMORE AREA RECREATION AND PARK DISTRICT

MINUTES

**WEDNESDAY, MAY 31, 2017**

ROBERT LIVERMORE COMMUNITY CENTER  
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

BUDGET WORKSHOP  
6:00 P.M.

REGULAR MEETING  
7:00 P.M.

DIRECTORS PRESENT: Directors Faltings, Furst, Palajac, Pierpont and Chair Wilson

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Tim Barry, Rod Attebery, Denise Deprato, John Lawrence, Jeffrey Schneider and Gretchen Sommers

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

Chair Wilson called the meeting to order at 6:01 p.m. All Directors were present.

**2. BUDGET WORKSHOP**

**2.1 Status of FY 2016-17 District Goals.**

General Manager Tim Barry provided a status report on the District's Fiscal Year 2016-17 goals. He said that he will present District Goals for FY 2017-18 to the Personnel Committee soon, and then present them to the Board for consideration.

**2.2 Recommendation for FY 2017-2018 Salary and Benefits.**

GM Barry reported that he held his annual salary/benefits meetings with full- time and part-time benefited staff, in order to seek their input on improvements for the next fiscal year. Having reviewed the 2017-18 budget, and assessed the District's ability to improve and sustain salary and benefits, GM Barry recommends the following salary and benefit improvements for FY 2017-18:

1. Cost of Living Adjustment (COLA) of 3% and a Market Improvement of 1%, for a total of 4%, for all classification ranges, effective July 2, 2017.
2. Increase the District contribution for medical from up to \$1,380.71 to up to \$1,500 for full-time and from up to \$635 to up to \$900 for part-time benefited employees, effective January 1, 2018.
3. Increase the District contribution to the Vision and Hearing Health Reimbursement Accounts (HRA) from \$500 to \$750 for full-time and from \$250 to \$375 for part-time benefited employees, effective January 1, 2018.

GM Barry stated that the estimated expense increase for the compensation plan improvements listed above is \$650,000 per fiscal year, and the costs are included in the proposed FY 2017-18 Preliminary Operating Budget.

Director Furst stated that the Personnel Committee discussed the salary/benefits proposal in detail and were in agreement with it.

**2.3 Recommendation for FY 2017-2018 Operating Budget.**

Finance Manager Jeffrey Schneider stated that the FY 2017-18 Operating Budget is balanced at \$21,066,770. He described the budget planning process and reported on Revenue (earned and property, supplemental & parcel tax) and Expenses (salary & benefits; services & supplies; and capital equipment).

**2.4 Recommendation for FY 2017-2020 Capital Improvement Budget.**

GM Barry reviewed the three-year CIP plan, with projects categorized by priority. He said that many projects are multi-year and accomplished in phases, and that the District has a number of completed projects. GM Barry expanded on the following projects: Sycamore Grove Park/Arroyo Del Valle trail renovation; Ravenswood upgrade; and covered arena fencing in Robertson Park rodeo grounds. Directors had several questions about specific projects, which staff answered. GM Barry reviewed the Project by Fund spreadsheet.

**3. ADJOURN TO REGULAR MEETING**

Adjourned to Regular Meeting at 6:59 p.m.

**4. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE**

Chair Wilson called the meeting to order at 7:03 p.m. All Directors were present.

**5. RECOGNITION**

**5.1 RAVENSWOOD PROGRESS LEAGUE**

The Board recognized the Ravenswood Progress League for 20 years of conducting docent tours of the Ravenswood Historic Site.

**5.2 TED WINSLOW SAFETY AWARD**

General Manager Tim Barry announced that the District was recognized at the recent California Association of Recreation and Park Districts Conference for earning the California Association for Park and Recreation Indemnity's 2017 Ted Winslow Safety Award. He presented the award to Facilities Maintenance Supervisor Fred Haldeman, Chair of the District's Safety Committee.

**6. INTRODUCTION**

**6.1 INTRODUCTION OF PARK SUPERVISOR**

GM Barry provided background information on the District's new Park Supervisor, Tom Doyle, and introduced him to the Board.

**7. PUBLIC COMMENT**

Chair Wilson opened public comment.

- 1) Matthew Skinner spoke about the 2012 bicycle trails map and asked if there has been progress on some of the trail connections and whether there is funding for trail construction.

**8. CONSENT AGENDA**

**8.1 BOARD MINUTES**

- 8.1.1 Board Retreat of May 8, 2017
- 8.1.2 Regular Meeting of May 10, 2017.

**8.2 COMMUNICATIONS**

None.

Moved by Director Furst, seconded by Director Faltings, approved the Consent Agenda, by the following voice vote:

AYES: *Pierpont, Faltings, Palajac, Furst and Chair Wilson*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *None*

**9. CONSENT AGENDA RESOLUTIONS**

**9.1 RESOLUTIONS OF COMMENDATION**

- 9.1.1 Resolution No. 2581, commending Katheren DeRosa on the occasion of her retirement.
- 9.1.2 Resolution No. 2582, commending Richard DeRosa on the occasion of his retirement.

Moved by Director Faltings, seconded by Director Furst, adopted the Consent Agenda Resolutions, by the following roll call vote:

AYES: *Furst, Pierpont, Faltings, Palajac and Chair Wilson*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *None*

**10. BIDS AND PUBLIC HEARINGS**

None.

**11. OLD BUSINESS**

None.

**12. NEW BUSINESS**

**12.1 CLASSIFICATION STUDY PHASES III AND IV**

Human Resources Manager Denise Deprato reported that the Board is being asked to approve Phases III and IV of the District's Classification project, which includes revised and new Parks, Open Space, Youth Services, Information Technology, Finance and Human Resources classifications. All of the revisions and new classifications will take effect on July 2, 2017. Phase V will be presented for the Board's consideration on June 14. Ms. Deprato stated that all of the revisions have recommended for approval by the Personnel Commission and Personnel Committee.

Directors asked for clarification on a few items, and staff provided explanations.

Chair Wilson opened public comment. No public comment. Closed public comment.

Moved by Director Furst, seconded by Director Palajac, adopted Resolution No. 2583, approving revised and new Parks, Open Space, Youth Services, Information Technology, Finance and Human Resources classifications, effective July 2, 2017, by the following roll call vote:

AYES: *Pierpont, Faltings, Palajac, Furst and Chair Wilson*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *None*

**12.2 USE OF CURRENT OPERATIONAL BUDGET TO PURCHASE MOWER**

Assistant General Manager John Lawrence stated that the Board is being asked to authorize the allocation of \$111,535 from the Fiscal Year 2016-17 budget towards the purchase of a replacement mower for the Parks Division. He said that there are ample funds to accomplish this. AGM Lawrence said that staff would like to purchase a Jacobson mower, and he described some of the mower's features. This will be a replacement for a piece of equipment that was retired several years ago. He stated that the Finance Committee recommends approval of this request.

Chair Wilson opened public comment. No public comment. Closed public comment.

Moved by Director Faltings, seconded by Director Pierpont, adopted Resolution No. 2584, authorizing the allocation of \$111,535 from the Fiscal Year 2016-17 budget to be used to purchase a replacement mower, by the following roll call vote:

AYES: *Faltings, Palajac, Furst, Pierpont and Chair Wilson*  
NOES: *None*  
ABSTENTIONS: *None*  
ABSENT: *None*

**13. COMMITTEE REPORTS**

Director Furst reported on the May 25 Facilities Committee meeting.

Director Faltings reported on the May 24 Finance Committee meeting and the May 23 ESS Parent Advisory Committee meeting.

Director Palajac reported on the May 16 Livermore Downtown meeting and the CARPD Conference, held May 18-20.

Director Faltings reported on the CARPD Conference.

Director Furst reported on the CARPD conference.

**14. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

1) Chair Wilson announced that there will be rodeo activities next week. She thanked the Livermore Stockmen's Rodeo Association for providing a table for LARPD at the Rodeo Princess dinner this Saturday. GM Barry talked some of the specific events and their dates.

**15. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

GM Barry made announcements regarding the following:

- 1) Rodeo activities.
- 2) Springtown Open Space Master Plan process.
- 3) Summer Board meetings in parks.
- 4) Upcoming Sycamore Grove Park activities.

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

At 7:41 p.m., Chair Wilson announced that the Board will adjourn to Closed Session to discuss agenda item 17.1.

**17. CLOSED SESSION**

**17.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 5957**

Title: District Legal Counsel

Meeting adjourned to Open Session at 8:20 p.m.

**18. OPEN SESSION REPORT ON CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.1**

No action to report.

**19. ADJOURNMENT**

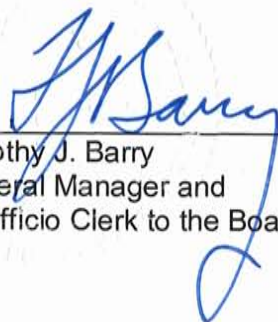
Meeting adjourned at 8:21 p.m.

APPROVED,



Beth Wilson  
Chair, Board of Directors

ATTEST:



Timothy J. Barry  
General Manager and  
Ex-officio Clerk to the Board of Directors