

LIVERMORE AREA RECREATION AND PARK DISTRICT

**PROGRAM COMMITTEE**

**MINUTES**

**WEDNESDAY, September 21, 2022**

**2:30 PM**

*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 Program 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 electronically.*

**Committee Members Present:** Jan Palajac, Maryalice Faltings

**Staff Present:** Jill Kirk, Fred Haldeman, Jeffrey Schneider, Linda VanBuskirk, Pamela Healy, David Weisgerber

**Members of the Public Present:** There were no members of the public present.

1. **Call to Order:** Chair Palajac called the meeting to order at 2:30 p.m.
2. **Public Comment:** There was no public comment. Chair Palajac closed the public comment period.
3. **Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency (Resolution No. 2761-d):**  
Resolution No. 2761-d was approved unanimously.
4. **Approval of the Minutes of the Program Committee on August 17, 2022:**  
The Minutes from August 17, 2022 were approved unanimously.
5. **Summer Recap:** Community Services Manager (CSM) Jill Kirk provided a recap, followed by a brief video presentation by Community Outreach Supervisor (COS) David Weisgerber. Information reviewed included:
  - Summer went great, it was nice to see kids here and all over Livermore. There were over 6500 registrations in camps and ESS saw a 23% increase from last year. We had 82 Youth volunteers and 3242 volunteer hours. Enrollment is increasing at our sites.
  - We had a successful transition of the following sites: Junction, Marylin, Portola, Rancho and Altamont. Youth Services Administrator (YSA) Nancy Blair also successfully transitioned Marylin and Junction to the ASES program and Rancho to preschool; Little House back up and running after two (2) years without programming.
  - Camp Shelly- fully opened with no fire or Covid restrictions. Really successful, new Ranger Aide May, who is bilingual (Spanish).
  - Facility rentals increased by 33%.
  - Open Heart Kitchen moved inside; lunch program modified to include boxed lunch option.
  - Contract camps increased by 32%. Cooking and STEM camps were the most popular.

- Sports served 2180 kids over a 9-week period. We added three (3) dance camps and an Around the World Craft Camp.
- Aquatics grew 40% from last year. Swim lessons were held primarily at May Nissen. Over 55 staff working both RLAC and May Nissen pools. Friday Night Swim brought back this year from 6-8 pm for families to swim, very popular. May Nissen was opened for Labor Day weekend due to heat. Next year we are planning to keep it open through Labor Day. The Lifeguard Games were successful.
- Nature Camp ran seven (7) weeks with an average of 80 kids per week. Changes made included making camps more affordable, small and large groups, more Ranger programs. We added a Counselor in Training program which quickly filled up.
- The Customer Service team did great job recruiting and training staff in support of RLCC and Aquatics centers.
- Operations were resumed for the RLCC Café. Positive feedback was received regarding the menu, selection, and pricing. For the period of June through August 2022, Concessions (including the Café and vending machines) brought in revenues totaling \$18,837. Expenses (including Café staff) were \$19,803. BSM Schneider commented, results versus budget were very favorable compared to the prior year, meaning more revenue and less payroll. This is a testament to CSM Kirk and the whole Team.

CSM Kirk commended staff on a very successful summer. Surveys were sent out to all program participants. We received 10% back. Overall, we received very positive feedback and suggestions, which will be used to inform next year's planning.

**Committee Comments and Questions:**

- CSM Kirk was asked to put this information into a presentation to share with the Board next week at the September 28, 2022 meeting.
- It would also be great to have staff who participated in Summer programming present at the Board meeting next week.
- It is wonderful to see that things are coming back.
- Is May Nissen closed for the winter? *No it is open year round, will be used by swim team (Aqua Cowboys) and for swim lessons for ACES. Both swim teams will also use the RLAC.*
- Was there more of a demand for pool safety classes? *Yes, water safety classes were part of the increase in our swim lessons this year.*
- Any input from the school district to use their pools during off season? *This has been discussed, however, both high schools use the Granada HS pool (LHS doesn't have a pool).*
- Will Facility rentals recover? *We have had a lot of requests for large events. Weddings are getting booked, but we also need to discuss best use of the spaces (at RLCC). Some larger weddings are staff intensive and can be hard on the building and nearby neighbors. The Committee requested to add this as an agenda item (best use of the facilities available at the RLCC) at the October Program Committee meeting.*

**Action:**

- Staff were requested to put the Summer 2022 Recap information into a presentation to share with the Board next week at the September 28, 2022 meeting.
- The Committee requested to add this as an agenda item (best use of the facilities available at the RLCC) at the October Program Committee meeting.

**6. Directors' Reports and Announcements:**

- Director Faltings will be away from 9/23 through 9/26 attending her high school reunion.

**7. Adjournment:** The meeting was adjourned at 3:07 p.m.

/ph