



Livermore Area
Recreation and Park District
An independent special district

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

DRAFT MINUTES

WEDNESDAY, MARCH 8, 2023

5:00 P.M.

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

DIRECTORS PRESENT: Maryalice Faltings, Philip Pierpont,
Vice Chair David Furst, Chair James Boswell

DIRECTORS ABSENT: Jan Palajac

STAFF MEMBERS PRESENT: Mathew Fuzie, Jeffrey Schneider, Linda VanBuskirk

DISTRICT COUNSEL: Andy Pinasco and Thomas Terpstra, Jr. with Neumiller &
Beardslee

OTHERS PRESENT: None

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

Chair Boswell called the meeting to order at 5:01 p.m. All Directors were present, except Director Palajac. Chair Boswell led the Pledge of Allegiance.

2. PUBLIC COMMENT: None.

3. CONSENT ITEMS

- 3.1 Approval of the Minutes of the Regular Board Meeting of February 22, 2023;
- 3.2 General Manager's Monthly Update to the Board – March 2023.

MOTION:

Moved by Director Pierpont, seconded by Director Faltings, approved the Consent Items, by the following roll call vote:

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

4. DISCUSSION AND ACTION ITEMS

The LARPD Board of Directors reviewed and discussed taking appropriate action or inaction with respect to the following matters:

4.1 PUBLIC HEARING: FISCAL YEAR 2022-2023 MID-YEAR OPERATING BUDGET UPDATE

General Manager Mathew Fuzie introduced the item and reported that a detailed presentation was given to the Board at its Budget Workshop. Chair Boswell added that the Board and staff had just completed the Budget Workshop prior to this Regular Board Meeting where the Board reviewed and discussed the District's FY 21-22 Mid-Year Operating Budget and FY 22-23 Preliminary Operating Budget. He asked staff to make the staff report/presentation and video available to the public.

Recommendation: Staff recommended the Board adopt a resolution accepting the Mid-Year Update to the Operating Budget for Fiscal Year 2022-2023.

Director Questions/Comments:

Director Pierpont commented that Business Services Manager Jeffrey Schneider will revise the CIP Project Financials under the FY25-28 Projection column to show six lines of \$250,000 each for playground replacements instead of eight.

Public Hearing: Chair Boswell opened public comment. No public members were present. No public comments were received. Chair Boswell closed the public comment period.

RESOLUTION :

Moved by Director Faltings, seconded by Director Pierpont, approved Resolution No. 2778, adopting the Mid-Year Update to the Operating Budget for Fiscal Year 2022-2023, by the following roll call vote:

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

4.2 PUBLIC HEARING: FISCAL YEAR 2022-2023 THROUGH FISCAL YEAR 2023-2024 MID-YEAR CAPITAL IMPROVEMENT PLAN (CIP) BUDGET UPDATE

GM Fuzie introduced the item and reported that a detailed presentation was given to the Board at its Budget Workshop just prior to this meeting. Staff will the staff report/presentation and video available to the public.

Recommendation: Staff recommended the Board adopt a resolution accepting the Mid-Year Update to the Capital Improvement Plan (CIP) Budget for Fiscal Year 2022-2023 through Fiscal Year 2023-2024.

Director Questions/Comments: No further Board questions/comments were received.

Public Hearing: Chair Boswell opened public comment. No public members were present. No public comments were received. Chair Boswell closed the public comment period.

RESOLUTION :

Moved by Director Pierpont, seconded by Director Furst, approved Resolution No. 2779, adopting the Mid-Year Update to the Capital Improvement Plan (CIP) Budget for Fiscal Year 2022-2023 through Fiscal Year 2023-2024, by the following roll call vote:

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

4.3 2023-2024 CALENDAR AND BUDGET PROCESS

The Board reviewed and discussed the calendar and budget process for Fiscal Year 2023-2024. BSM Schneider led a discussion on the Financial Planning Calendar. The proposed budget process timeline is as follows:

Deliverables:

1. Formal Submission of FY23-24 Operating Budget
2. Formal Submission of Capital Improvement Program (CIP) Budget: FY23-24 (with preliminary plans for FY24-25—FY27-28)

Board Dates: FY23-24 Operating and CIP Budgets

- 5/4 Facilities Committee – review CIP Budget schedules
- 5/9 Personnel Committee – review assumptions for personnel cost elements for FY23-24
- 5/15 Finance Committee – high level discussion of process and key assumptions
- 5/31 Board Review – Workshop

FY23-24 Budget – Operating and CIP

- 4/28 Publish Facilities Committee Packet (CIP)
- 5/5 Publish Personnel Committee Packet (FY23-24 Personnel Assumptions)
- 5/12 Publish Finance Committee Packet (FY23-24 Operating and CIP Budgets)
- 5/26 Publish Board Packet for FY23-24 Budget Workshop
- 5/31 **Board Budget Workshop**
- 6/9 Publish Board Meeting Packet for FY23-24 Budget
- 6/14 **Board Review** - Board Meeting – Targeted Budget Conclusion
- 6/28 **Board Review** – IF NEEDED – Budget Conclusion

Key Considerations / Topics:

1. Program Pricing and Offerings
2. HR – Salary/Benefits plans and assumptions
 - a. COLAs
 - b. Health Cost increases
 - c. 457 plan match/contribution to continue?
 - d. Workers' Comp rates
 - e. ACERA increases
3. Reserves – General Fund allocations to specific Reserve Funds
4. CIP – Funding of Deferred Maintenance – Reserves
5. Investment Review

Director Questions/Comments:

- Is ACERA still looking for a change? [*Materials have been provided to them. We have not heard anything back yet.*]
- The Board will need to ponder the ACERA inflation question, and how much the District will contribute to the employees' benefit.

This was a discussion only and no Board action was taken.

4.4 2023-2024 BUDGET PRIORITIES

The Board discussed Fiscal Year 2023-2024 budget priorities.

GM Fuzie prefaced the discussion with the following items:

- a) The CIP schedule now highlights preliminary plans to use Board-approved reserves to fund deferred maintenance projects. At present, these plans include two playgrounds per year and the replacement of the synthetic turf field at Cayetano.
- b) This is an opportunity for the General Manager to hear early formation of goals that the Board has for the District as it relates to the Budget.

Board members suggested the following budget priorities:

- Continue to be proactive regarding employee wages - stay ahead of the current minimum wage, even as minimum wage increases. [*Although salary is the most visible element of total compensation, LARPD's benefit programs provide additional measurable value and financial security for employees and their family.*]
- Get back into the business of building parks. [*First priority is to make sure the parks are safe. We are committing to replacing in kind the tot lots and play areas.*] There are innovative things coming out from the manufacturers; new ways for people to use the parks tailored to the community.
- Focus on what and how LARPD can become a world-class park district.
- How can we enrich the parks? What kind of new technology, new platforms, new sports programs can we provide? [*Suggestions included a sports park, leveraging technology programs such as oculus virtual reality.*]
- What are the District's goals and objectives, then what are the service level goals and objectives? Create a strategic plan and tie that into the budget planning process.

This was a discussion only and no Board action was taken.

5. INFORMATIONAL ITEMS (No Action Required)

None.

6. COMMITTEE REPORTS

- a) Director Furst reported his attendance, along with Director Palajac, at the March 2, 2023 Facilities Committee meeting. The committee agenda was included in the Board's agenda packet materials. Topics discussed included the Sycamore Grove Trails Storm Damage and Repairs, and the City of Livermore Springtown Project Wish List.
- b) Director Furst reported his attendance at the March 1, 2023 Livermore Chamber of Commerce Business Alliance meeting.
- c) Director Pierpont reported his attendance at the March 6, 2023 LARPD Foundation meeting. He attended as an alternate for Director Palajac. The agenda was included in the Board's agenda packet materials. Topics discussed included a status on the Wine Down in the Grove Fundraiser to be held at Ravenswood Historic Site on Saturday, May 13th to avoid overlapping the Downtown Street Fest held on the 20th (3rd weekend in May), and a funding request for owl boxes at Sycamore Grove Park.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- a) Director Faltings announced that Ranger Eric Whiteside gave a presentation on birdwatching to the residents of Heritage Estates yesterday. The audience was enraptured!
- b) Director Pierpont announced that his son turns five this month and will once again have his birthday party with the rangers at Sycamore Grove Park. This was a big hit with his family and the kids last year. The parents were also excited about LARPD's Open Space Programs to get kids out into nature.
- c) Director Pierpont reiterated that he attended the Visit Tri-Valley's Strategic Vision Steering Committee meeting nominally on behalf of LARPD. The group is made up of a cross section of civic and community stakeholders such as hoteliers and staff members from the cities of Pleasanton, Livermore, Dublin, and the Town of Danville. There are currently no participants from anything related to parks, even at the city level. Director Pierpont suggested that the Board consider formally acknowledging this group as an additional community liaison committee opportunity. The group meets once a month. When the group was polled about "What is your favorite thing about the Tri-Valley?" over half the people said "Outdoors/trails/outdoor opportunities, whether running, hiking, or cycling" which is LARPD at its core.
 - This item will be placed on an upcoming agenda so the Board may discuss whether it desires to add this group to its list of formal community liaison committee opportunities.
- d) Director Furst commented that earlier on in the meeting advertising on the scoreboard at the Robert Livermore Aquatics Center was brought up. He would like to make sure the District has a clear policy on who can advertise and how. He commented that approval should come to the Board.
 - This item will be placed on an upcoming agenda after receiving input from the Facilities and Program Committees.
- e) Chair Boswell announced the District has been working with the Alameda County Fire Department to draft an agreement regarding a fire management plan.

- f) Chair Boswell announced that legal counsel has reviewed documents provided to them regarding the EBRPD matter and have drafted a plan to address the issue related to Murray Township. More information should follow this week.
- g) Chair Boswell asked to have the LAFCo call for nominations to run for the Regular Special District non-enterprise seat return as an action item at the next Board meeting.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- a) GM Fuzie met with Sheila and Paul Fagliano to review their proposal to graze Sycamore Grove Park as a pilot program. Everything that they talked about is in our grazing policy, and they touched on every area LARPD would have concern about. Ranger Doug Souza is going to meet with Paul Fagliano to further discuss the cows and the site. Staff will create a campaign to educate the public, and has already developed a dispute resolution process, should the District receive any complaints from the public.
 - Director Faltings suggested a Board field trip to Sycamore Grove Park.
- b) GM Fuzie was officially inducted into the Rotary earlier today. It was a very collaborative meeting. Former City Manager Marc Roberts and Form LARPD Board Member Beth Wilson were also in attendance. They discussed ways to leverage Rotary, LARPD Foundation and LARPD money to fund some inclusive work.

9. ADJOURNMENT: The meeting was adjourned at 6:27 p.m.

APPROVED,

James E. Boswell
Chair, Board of Directors

ATTEST:

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

/LVB