



Livermore Area
Recreation & Park District
An independent special district

LIVERMORE AREA RECREATION AND PARK DISTRICT

MINUTES

WEDNESDAY, JUNE 13, 2018

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

BUDGET WORKSHOP
5:30 P.M.

REGULAR MEETING
7:00 P.M.

DIRECTORS PRESENT:	Directors Furst, Palajac, Pierpont, Wilson and Chair Faltings
DIRECTORS ABSENT:	None
STAFF MEMBERS PRESENT:	Bruce Aizawa, Tim Barry, Nancy Blair, Tom Doyle, Julie Dreher, Maureen Gandara Swinbank, Fred Haldeman, Jill Kirk, Moe Kline, Patricia Lord, Jeffrey Schneider, Rebecca Sermenio, Pat Sotelo, Linda VanBuskirk, Monica Streeter

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

Chair Faltings called the meeting to order at 5:38 p.m. All Directors were present.

2. BUDGET WORKSHOP

STATUS ON DISTRICT GOALS FOR 2017-18

GM Barry reported on the status of LARPD Goals for 2017-18. He provided an update on each of the eight goals listed, noting that each one corresponds to a goal in the District's Parks, Recreation and Trails Master Plan.

2.1 REVIEW OF PRELIMINARY FY 18-19 OPERATING BUDGET

Administrative Services Manager Jeffrey Schneider acknowledged input, guidance and support received from staff in the preparation of the Preliminary FY 18-19 Operating Budget. He stated the budget is balanced at \$21,884,501, which is \$804,877 or 4% above the mid-year 2017-18 operating budget approved by the Board on February 20, 2018. He described the budget planning process and reported on Revenue and Expenses, Salary and Benefits, Services and Supplies, a Contingency Budget of \$100,000, as in past years, and a modest Capital Equipment item.

The Board provided feedback and guidance on items including 457 plan participation; new positions identified in the Compensation Study; election costs; salary expenses; usefulness of trends shown in the pie charts. The Board thanked ASM Schneider for a very complete and helpful report.

2.2 REVIEW OF PRELIMINARY FY 18-21 CIP BUDGET

GM Barry led the group in a Review of the FY18-21 Preliminary Capital Improvement Plan (CIP) Budget. Staff previously reviewed the Draft Preliminary CIP Budget with the Facilities and Finance Committees on May 21, 2018, and received the Committees' recommendations that the budget, as presented, be approved by the Board. The review highlighted Priority A Projects, Priority B Projects, Completed Projects including Proposed Changes, and an Unfunded Project List.

The Board provided feedback and guidance on items including addition of the T6 trail connection in the CIP Budget, and a trails coordinator position. The Board expressed appreciation for the level of detail included in the staff report and attachments.

3. ADJOURN TO REGULAR MEETING

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

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

Chair Faltings called the meeting to order at 7:10 p.m. All Directors were present.

5. RECOGNITION

5.1 RECOGNITION OF WILLIAM (BILL) NEBO

Chair Faltings announced the Board will present a Certificate of Appreciation to LARPD Foundation member William (Bill) Nebo who was present in the audience. AGM Patricia Lord presented the certificate to Mr. Nebo. He expressed his appreciation to be a part of the LARPD Foundation and thanked the Board for their work.

5.2 RESOLUTION OF COMMENDATION FOR RETIRING LARPD FOUNDATION BOARD MEMBERS

Chair Faltings announced The Board will adopt a resolution commending Anita Thompson, on the occasion of her retirement from the LARPD Foundation.

Moved by Director Furst, seconded by Director Wilson, adopted Resolution No. 2624, commending Anita Thompson, on the occasion of her retirement from the LARPD Foundation, by the following roll call vote:

AYES:	<i>Furst, Pierpont, Palajac, Wilson, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

Ms. Thompson thanked the Board and expressed support for new members with fresh ideas to join the Foundation.

Chair Faltings then announced The Board will adopt a resolution commending Randy Schlientz, on the occasion of his retirement from the LARPD Foundation. The Board commended Mr. Schlientz, in absentia.

Moved by Director Furst, seconded by Director Wilson, adopted Resolution No. 2625, commending Randy Schlientz, on the occasion of his retirement from the LARPD Foundation, by the following roll call vote:

AYES:	<i>Furst, Pierpont, Palajac, Wilson, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

Chair Faltings reiterated that due to these retirements, there are openings on the Foundation's board, and encouraged anyone interested in this very important role in supporting the park district to please contact the General Manager's office.

6. PUBLIC COMMENT: None.

7. CONSENT AGENDA

7.1 BOARD MINUTES

7.1.1 Regular Meeting of May 23, 2018.

7.2 COMMUNICATIONS

7.2.1 General Manager's Monthly Report (#71/11)

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

AYES:	<i>Furst, Pierpont, Palajac, Wilson, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

8. CONSENT AGENDA RESOLUTIONS: None.

9. BIDS AND PUBLIC HEARINGS

PUBLIC HEARING: ADOPTION OF THE FINAL SUPPLEMENTAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION FOR THE ARROYO DEL VALLE PEDESTRIAN BRIDGE PROJECT

Chair Faltings announced that the Board would conduct a public hearing to consider adoption of the Final Supplemental Initial Study/Mitigated Negative Declaration (SIS/MND) for the Arroyo Del Valle Pedestrian Bridge Project in Sycamore Grove Park. AGM Lord introduced Laura Mercier with Tri-Valley Conservancy (TVC) and Jonathan Hidalgo with WRA Environmental Consultants (WRA).

AGM Lord presented the staff report which highlighted steps taken since the Facilities Committee reviewed and recommended approval of the Draft Supplemental Initial Study on February 22, 2018, followed by Board approval on February 28, 2018. The 30-day public review period took place from April 20, 2018 through May 21, 2018. There is no fiscal impact at this time for LARPD associated with the adoption of the Final SIS/MND for the Arroyo Del Valle Pedestrian Bridge Project. Jonathan Hidalgo spoke to the board about the Final SIS/MND report as well as the design and permitting updates.

Directors had comments and questions regarding the following: funding and permitting fees already paid by TVC; Comment Letter A received from the Department of Water Resources in reference to an Encroachment Permit from DWR; necessity of a current Regional Location Map.

Chair Faltings opened public comment. No comments were received from the public. Closed public comment.

Chair Faltings thanked TVC and WRA for all their hard work on this project. Laura Mercier with TVC gave a brief update on permit fees being paid for by TVC; the August 15 construction start date goal may be slipping due challenges of receiving input from contractors in a timely manner; kick-off of public fundraising efforts for the bricks.

Moved by Director Wilson, seconded by Chair Faltings, adopted Resolution No. 2626, approving the adoption of the Final Supplemental Initial Study/Mitigated Negative Declaration for the Arroyo Del Valle Pedestrian Bridge Project in Sycamore Grove Park, as amended with the revision of an accurate timeline and updated map, by the following roll call vote:

AYES:	<i>Furst, Pierpont, Palajac, Wilson, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

10. OLD BUSINESS: None.

11. NEW BUSINESS

11.1 APPROVAL OF PLANS AND SPECIFICATIONS FOR THE ROBERT LIVERMORE AQUATICS CENTER RENOVATION PROJECT, CIP PROJECT NO. 2018-442

Chair Faltings stated the Board would consider approving the Plans and Specifications for the Robert Livermore Aquatics Center Renovation Project and authorizing the General Manager to go out to bid for the construction of the improvements.

AGM Lord provided background information on the history of the Aquatic Center and reported on current conditions and discussed ways to mitigate issues experienced due to deterioration of the surface of the pool deck throughout the years. Identified improvements have been developed and discussed before the Finance Committee on February 20, 2018 and the Facilities committee on February 22, 2018. Consensus of the committees was to recommend CIP Project No 2018-442 be moved on the CIP Budget from Priority B to Priority A.

The funding for this project is assumed from AB 1600 funds and is included in the District's CIP Budget in the amount of \$2,326,000.

AGM Lord introduced LARPD Aquatics Supervisor Rebecca Sermenio, along with Matthew Reynolds and Ron Bravo from Terracon, the District's consulting and engineering firm. AS Sermenio provided a brief background on contracting with Terracon to develop plans and cost estimates for the renovation of the Robert Livermore Aquatics Center. She introduced Matthew Reynolds from Terracon who gave a presentation which reviewed the existing site plan, project scope and anticipated schedule, and an estimate of probable construction costs. Estimated groundbreaking for start of construction is set for Fall 2018 with facility re-opening estimated at April 2019.

Directors had comments and questions regarding the following: tiles and grout; several qualified interested contractors are expected to bid; pool contractors with C53 licenses; cost of project estimate.

Moved by Director Palajac, seconded by Director Furst, adopted Resolution No. 2627, approving the Plans and Specifications for the Robert Livermore Aquatics Center Renovation Project and authorizing the General Manager to go out to bid for the construction of the improvements, by the following roll call vote:

AYES:	<i>Wilson, Furst, Pierpont, Palajac, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

11.2 CALL FOR NOMINATIONS FOR THE COUNTYWIDE REDEVELOPMENT OVERSIGHT BOARD

Chair Faltings announced the Board would consider whether to nominate a fellow LARPD Director or the General Manager for election to the Countywide Redevelopment Oversight Board. The Independent Special District Selection Committee (ISDSC), responsible for appointing special district members to the LAFCo, has been given the responsibility to appoint a special district representative to serve on a consolidated countywide Redevelopment Agency Oversight Board. Nominations are due July 6, 2018.

After discussing the matter, no directors expressed an interest in an appointment to the Oversight Board. *The Board took no action on this item.*

11.3 LARPD CONTRIBUTION TO THE ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION 401(h) SUB-ACCOUNT FOR RETIREES' MEDICAL FOR THE 2018-2019 FISCAL YEAR

Chair Faltings stated the Board would consider approving a resolution authorizing the funding of the 401(h) Sub-Account for Retirees' Medical with the Alameda County Employees' Retirement Association (ACERA) in the amount of \$309,600.90 for the 2018-2019 Fiscal Year.

ASM Schneider explained that the recommended 401(h) contribution is reflected in the District's FY 18-19 budget as a component of the budgeted ACERA contribution amounts for each of the District's active ACERA participants. This is

a continuation of the District's practice. Each year the retirement budget is partially intended to fund this benefit for our retirees.

Directors had comments and questions regarding the following: the increase of 30% compared to last year, and is this an anomaly; Medicare Part B and subsidies; once ACERA provides an explanation for the anomaly, the Board would like to receive that information.

Moved by Director Wilson, seconded by Director Furst, adopted Resolution No. 2628, authorizing the funding of the 401(h) Sub-Account for Retirees' Medical with the Alameda County Employees' Retirement Association (ACERA) in the amount of \$309,600.90 for the 2018-2019 Fiscal Year, by the following roll call vote:

AYES:	<i>Furst, Pierpont, Palajac, Wilson, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

11.4 RENEW SPECIAL TAX 97-1 AND SET THE NEW RATE FOR FISCAL YEAR 2018-19

Chair Faltings stated the Board would consider approving a resolution to renew Special Tax 97-1 and set the Equivalent Dwelling Unit (EDU) rate at \$35.05 for FY18-19.

GM Barry stated this is the District's parcel tax that was approved in 1997 by the electorate. ASM Schneider requested that the Board recommend approval of a 2% increase, the maximum allowed by the related legislation, which amounts to approximately \$30,000 per year in revenue.

Moved by Director Pierpont, seconded by Director Furst, adopted Resolution No. 2629, authorizing renewal of Special Tax 97-1 and setting the Equivalent Dwelling Unit (EDU) rate at \$35.05 for FY18-19, by the following roll call vote:

AYES:	<i>Pierpont, Palajac, Wilson, Furst, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

11.5 SALARY AND BENEFIT RESOLUTION FOR FISCAL YEAR 2018-19

Chair Faltings stated the Board would consider approving employee salary and benefit levels for the Fiscal Year 2018-19, effective July 1, 2018.

GM Barry reiterated that this was brought before the Board at its Budget Workshop earlier in the evening and was covered as part of the District's Operating Budget. ASM Schneider reported on data points which were reviewed by various committees such as the Personnel Commission, the Personnel Committee, and the Finance Committee all during May 2018. In each case, the committees recommended the full Board recommend moving forward with approval of this item. Staff recommended salary and benefit improvements for FY 2018-19 such as a Cost of Living Adjustment (COLA) of 3.6% for all

classification ranges, effective July 1, 2018; that the District cover increases in health care premiums for benefited staff so that their contribution remains as is; implementation of a District match for contributions to the 457 Deferred Compensation plans for part-time benefited staff; and market adjustments as discussed in the Compensation Study findings. The Draft Salary Schedule for FY 2018-19 is made a part of the recommended salary resolution as Attachment B and reflects the COLA, market adjustment for the roles as identified, minimum wage and for compaction issues related to the minimum wage.

Directors had comments and questions regarding the following: minimum wage and related compaction issues; the number of employees affected by minimum wage.

Moved by Director Palajac, seconded by Chair Faltings, adopted Resolution No. 2630, approving employee salary and benefit levels for the Fiscal Year 2018-19, effective July 1, 2018, by the following roll call vote:

AYES:	<i>Palajac, Wilson, Furst, Pierpont, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

11.6 PRELIMINARY FISCAL YEAR 2018-19 OPERATING BUDGET

Chair Faltings stated the Board would consider approving the District's Preliminary FY18-19 Operating Budget.

ASM Schneider gave an overview of the Operating Budget for Fiscal Year 2018-19. He reiterated several points made during the earlier Budget Workshop. The District is pledged to generate a Preliminary Operating Budget by the end of June. The Preliminary FY 18-19 Budget was presented to the Personnel Commission, the Personnel Committee, and the Finance Committee in May, 2018. All three entities recommend the Board move forward with approval of the Preliminary Operating Budget as proposed. This is a balanced budget without requiring the use of any reserves to do so. The total budget is \$21,884,501 and is a combination of tax and earned income, revenues driven by the District's own programs. Staff recommended the Board approve the budget as presented. A final budget will then be presented to the Board for its consideration in August.

Moved by Director Furst, seconded by Director Wilson, adopted Resolution No. 2631, approving the District's Preliminary FY18-19 Operating Budget, by the following roll call vote:

AYES:	<i>Wilson, Furst, Pierpont, Palajac, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

Chair Faltings directed staff to post the Preliminary Operating Budget to the website. See www.larpd.org

11.7 PRELIMINARY FISCAL YEAR 2018-21 CAPITAL IMPROVEMENT PLAN (CIP) BUDGET

Chair Faltings announced the Board would consider approving the District's Preliminary FY18-21 Capital Improvement Plan (CIP).

GM Barry reported on the Preliminary CIP Budget which was previously presented to the Facilities and Finance Committees on May 21, 2018 for review. The committees recommended approval of the Preliminary CIP Budget. GM Barry reported on the projects, as outlined in the staff report, and divided into Priority A Projects, Priority B Projects, Completed Projects, Proposed Changes, and a list of unfunded projects that the District is contemplating and seeking funding for.

Directors had comments and questions regarding the following: potential trail over the Las Colinas Overpass and into Springtown – Trail T6, to be added to the unfunded list; itemized list of ADA projects needed at Camp Shelly for the Facilities Committee.

Moved by Director Furst, seconded by Director Pierpont, adopted Resolution No. 2632, approving the District's Preliminary FY 18-21 Capital Improvement Plan (CIP), with inclusion of T6, by the following roll call vote:

AYES:	<i>Pierpont, Palajac, Wilson, Furst, and Chair Faltings</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>None</i>

12. COMMITTEE REPORTS

- 1) Director Wilson reported that she attended the Livermore Cultural Arts Council meeting where Dr. Lydia gave an excellent presentation on Organizing Your Non-Profit Organizations for Success and Longevity. There will not be a meeting held in July.

13. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- 1) Director Furst reported that he attended the California Association of Recreation and Park Districts' (CARPD) annual meeting in South Lake Tahoe along with Director Palajac, Chair Faltings, GM Barry and AGM Lord. He is on the statewide board along with Director Faltings, and has been re-elected for another 2-year term.
- 2) Chair Faltings also reported on the CARPD annual conference where she is the Secretary to the Board. She and Director Furst chaired the Directors' Roundtable and attended other breakout sessions. The conference culminated with an awards banquet. GM Barry announced that at the conference, Director Faltings won a statewide award for Outstanding Board Member of the Year!
- 3) Chair Faltings reported that many directors attended a succession of rodeo events in honor of the Livermore Stockmen's Rodeo Association's celebration of the 100th anniversary of the rodeo. The rodeo parade was spectacular with a cattle drive downtown, and the rodeo itself was great this year!
- 4) Director Palajac reported on her attendance at the CARPD annual conference. Based on her attendance at a session on crisis management, she asked if

LARPD has a disaster management policy or plan, and if so, has it been recently updated? GM Barry responded that the District is part of the City of Livermore's Emergency Operations Plan, which is connected to the County of Alameda's plan. Further discussion ensued regarding the role of LARPD to the community during an emergency situation, as well as the LARPD's internal Safety Committee.

14. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

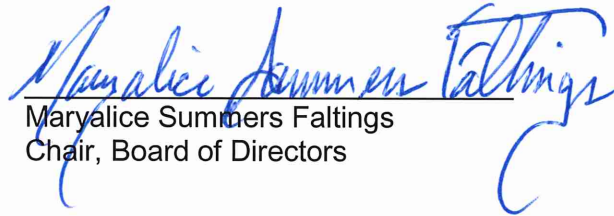
GM Barry made the following announcements:

- 1) Having finished rodeo week in Livermore, GM Barry expressed appreciation for LARPD's involvement in keeping Robertson Park maintained and helping the Livermore Stockmen's Rodeo Association with site preparations. He also commended the Directors and Staff for their participation in the rodeo parade.
- 2) While at the CARPD annual conference, LARPD won an award for its program called Sierra Rendezvous which is a week of camping with selected middle school students and LARPD staff/volunteers. Ranger Glen Florey accepted the award on behalf of LARPD.
- 3) The LARPD Foundation is seeking interested community members to serve as trustees. Those interested are invited to go to www.larpd.org to be connected to the Foundation.
- 4) In the "Best of the Best" by East Bay Parent Magazine, LARPD's aquatic center was listed as a bronze award winner. GM Barry encouraged the public to check out LARPD's website or activity guide to sign up for summer programs. There are many programs to sign up for here at the community center during summer time.
- 5) Director Furst pointed out that GM Barry was recognized at CARPD for his 45 years of excellent contributions to recreation and parks.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 8:43 p.m.

APPROVED,


Maryalice Summers Faltings
Chair, Board of Directors

ATTEST:


Patricia Lord
Acting General Manager and
Ex-officio Clerk to the Board of Directors