



Livermore Area  
Recreation and Park District  
*An independent special district*

# Board of Directors

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**David Furst**  
Director

**James E. Boswell**  
Vice Chair

**Maryalice Faltings**  
Chair

**Philip Pierpont**  
Director

**Jan Palajac**  
Director

## **DRAFT MINUTES**

### **SPECIAL MEETING: BUDGET WORKSHOP**

**WEDNESDAY, MAY 25, 2022  
5:30 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 Board Members and staff will be participating in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public may participate in the meeting by teleconference.*

*We have also provided a call-in number, as identified on this Agenda, and encourage you to attend by Zoom or telephone.*

#### **1. CALL TO ORDER – ROLL CALL**

Chair Faltings called the meeting to order at 5:32 p.m. All Directors were present via Zoom.

#### **2. BUDGET WORKSHOP**

##### **2.1 FY 2022-2023 PROPOSED OPERATING AND CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET**

The Board reviewed and discussed the FY22-23 Proposed Operating and Capital Improvement Program Budget.

GM Fuzie began the discussion, stating the workshop was designed to be interactive, that staff will answer the Board's questions at any time during the presentation. He emphasized that the District is growing and has successfully emerged from previous COVID-related restrictions with creative and popular programming. Staff have been added to supplement service delivery areas and we will continue to add staff where needed. We have streamlined the management structure of the District (we will not be replacing the Recreation Manager position) and are functioning in a more open and collaborative manner, and Salaries have been adjusted for those employees with related workload adjustments. Employee salaries are well-placed in relation to the current market

and are compliant with minimum wage requirements. We are recommending 3% COLA, and no change to the District’s health benefit contributions. There are no large CIP projects in the works other than those already in the pipeline. Chair Faltings asked if the new satellite Community Garden was on the list. GM Fuzie replied that as it is considered a smaller project and is already in the pipeline.

Business Services Manager (BSM) Jeff Schneider shared his screen and gave a presentation on the FY 2022-2023 Proposed Operating and CIP Budget. He began with a summary level view of the General Fund for FY21-22 – FY22-23. The District’s ongoing operations will show a net positive operating contribution of \$2.5 million in FY 21-22 (helped considerably by the receipt of \$1.2 million in COVID Relief funds from the State), and a projected \$1.1 million in FY 22-23. He commented that the FY21-22 Net Operating Contribution will allow the District to contribute \$1.5 million to reserves and that staff recommend that \$1.1 million of those reserves be used to help fund the Board-approved CIP project to replace two synthetic turf fields at Robertson Park in early FY22-23, with the remaining \$0.5 million proposed to enhance the District’s Budget Contingency Reserve. He also highlighted the fact that property taxes for Livermore are projected by the County Assessor’s office to increase by at least 6.5%, well above the 3% assumption that was reflected in the Preliminary FY22-23 Budget that was presented to the Board for its comments/guidance in March, 2022 (this change resulted in the addition of \$717k in Property Tax Income for the Proposed FY22-23 Budget).

There was brief discussion about the location of the restroom and signage at the Veteran’s Park area within Sycamore Grove Park. The restroom is located behind Cross House. Signage for the Veteran’s Park area was recently changed to reflect Sycamore Grove Park. Director Furst asked that this topic be added to the Facilities Committee agenda for further discussion.

BSM Schneider resumed the presentation, discussing the projected 5% increase water and utilities. Facilities Manager Fred Haldeman commented that he will be working with BSM Schneider on a financial model that will focus on usage and pricing trends and projections for water and utilities. GM Fuzie added that in the Master Property Agreement, we will be asking the City of Livermore (COL) to charge us at their cost for water and utilities for properties that are owned by the City but which we maintain. Director Furst asked if Zone 7 has made any requests for us to reduce water usage. Manager Haldeman replied they have not yet done so. GM Fuzie noted that staff have posted water conservation-focused messaging on social media. Director Faltings asked if we had any plans for parks that might be affected by wildfires. GM Fuzie responded that our Fire Management Plan was completed last year and would cover this.

Community Services Manager Jill Kirk recapped the highlights for Senior Services, Volunteer Services, Community Outreach and Recreation. The Senior Trip program resumed in FY 21-22, after a 2-year hiatus, Contract Classes, Camps and Events have all reached maximum enrollment and are up from last year, Sports and PeeWee camps are also at capacity. For Aquatics, May Nissen continues to be utilized for swim lessons; both RLAC and May Nissen are used by swim teams. Salaries and benefits have increased for the Aquatics unit because the Aquatics Supervisor position is now reflected here (it had been in Recreation Administration) and the Proposed Budget includes the addition of a full-time Coordinator position to help support the corresponding increase in multi-site operations.

BSM Schneider then quickly reviewed 5-year trends of unit level data on Revenue, Salaries and Benefits, and Services and Supplies. Highlights included: a) the Operating Revenue trend which clearly shows a recovery of earned income from the depths of the COVID-pandemic; and b) the basis for several of the trends that are evident in Salaries and Benefits data. He concluded the presentation with a review of the CIP Project Financials. Director David Furst noted that for the item “May Nissen Fence Replacement”, no funds are shown. This item will be removed from the schedule.

GM Fuzie concluded that overall, we are healthy. However, we are also anticipating a recession, and there is a concern that COVID-19 case counts are again increasing.

There were no additional questions from the Board. The Board collectively thanked BSM Schneider and staff for their work on the Proposed Operating and CIP Budget information.

**ACTION:** Staff were asked to bring the topic of signage at the Veteran’s Park area within Sycamore Grove Park to an upcoming Facilities Committee agenda for further discussion.

3. **ADJOURNMENT –**

The meeting was adjourned at 6:28 p.m.

/ph