

LIVERMORE AREA RECREATION AND PARK DISTRICT

MINUTES

**REGULAR MEETING OF THE
BOARD OF DIRECTORS**

WEDNESDAY, SEPTEMBER 10, 2008

**ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA
7:00 P.M.
CRESTA BLANCA BALLROOM**

DIRECTORS PRESENT: Director Furst, Director Kamena, Director Wilson and President Goodman

DIRECTORS ABSENT: Director Faltings

STAFF MEMBERS PRESENT: Chiye Azuma, Tim Barry, Jim Brandenburg, Michael Kyle, John Lawrence and Gretchen Sommers

CITY STAFF PRESENT: Fred Osborn, City Planning Manager

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

Meeting was called to order by President Goodman at 7:00 p.m. All Directors were present except Director Faltings and Director Kamena.

2. PUBLIC FORUM

President Goodman opened public comment. No public comment was received. President Goodman closed public comment.

3. CONSENT AGENDA:

3.1 BOARD MINUTES

3.1.1 Meeting of August 27, 2008

3.2 COMMUNICATIONS:

3.2.1 General Manager's Monthly Report (#62/2)

3.3 CLAIMS AGAINST THE DISTRICT

3.3.1 A claim against the District has been filed on behalf of Paige Johnson. Staff recommends denial of the claim.

President Goodman asked if Directors wished to remove any items from the Consent Agenda. Director Wilson asked that the minutes from the August 27, 2008 Board meeting be removed.

On a motion by Director Furst, seconded by Director Wilson, approved the Consent Agenda, with the exception of the August 27, 2008 meeting minutes, passing 3-0. Director Faltings and Director Kamena were absent.

Director Wilson referred to Item 6.1 of the August 27 minutes, regarding tree removal in Carnegie Park. She said that, during discussion on this agenda item, President Goodman had requested that staff continue to attend at Farmers' Market in case citizens had questions about the

tree removal project. Director Wilson requested that this be included in the minutes, particularly since staff did, indeed, attend the last Farmers' Market for this purpose.

On a motion by Director Wilson, seconded by Director Furst, approved the minutes of the August 27, 2008 Board meeting, passing 3-0. Director Faltings and Director Kamena were absent.

4. CONSENT AGENDA RESOLUTIONS:

- 4.1 Resolution No. 2137, a resolution deleting fixed asset capital equipment from District records in the amount of \$27,447.66.
- 4.2 Resolution No. 2138, a resolution adopting an Amended Policy Establishing Designations of the District Unreserved Fund Balance, adding a Designation for Retirement Contributions.

President Goodman asked if Directors wished to remove any items from the Consent Agenda Resolutions. No items were removed.

The Consent Agenda Resolutions were approved by the following roll call vote:

AYES:	<i>Director Wilson, Director Furst and President Goodman</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>
ABSENT:	<i>Director Faltings and Director Kamena</i>

5. BIDS AND PUBLIC HEARINGS: None.

6. OLD BUSINESS: None.

7. NEW BUSINESS:

7.1 PLANNING ACTIVITIES REPORT FROM CITY OF LIVERMORE

President Goodman stated that the Board will receive a status report from City of Livermore staff on planning activities on behalf of the District.

General Manager Barry stated that LARPD has had a contract with the City of Livermore for the City's provision of planning services, and that it has been the District's practice to have City staff provide an annual report of the projects on which the City has worked under this agreement. He introduced Fred Osborn, recently appointed Planning Manager for the City of Livermore.

Mr. Osborn said that there are two groups made up of LARPD and City staff, which work together on the planning projects: a management, or policy, group and a technical group. He reported that this collaboration has worked well. Mr. Osborn listed some of the highlight projects of the past year, including the LARPD Parks, Recreation and Trails Master Plan update and various trails. He stated that many specific accomplishments were listed in detail in the staff report. Mr. Osborn noted that the cooperative nature of the policy and technical groups has helped with non-contract projects as well.

President Goodman asked for Director comments and questions. Directors and staff discussed the following: whether there is a way to improve communication between the two

agencies, even though this process is working well; staff's intention to work toward a separation of normal City processes and those items that the City works on as part of the contract; staff's feeling that it is important to renew the contract for another two years, as it is an economical way to get the work done; the request that this type of report be presented more often than every 18 months, possibly every 6 months, but no less frequently than once a year; the importance of good communication and cooperation between the two agencies and approval that it has improved; congratulations to Mr. Osborn on his appointment; the feeling that if LARPD hired outside contractors for this task, it would cost more; and the observation that the fact that the City knows how LARPD works is beneficial to the District.

General Manager Barry noted that the Board does receive updates on the projects undertaken as part of the contract; however, the reports are generally from LARPD staff during the course of the year.

7.2 CONTRACT WITH CITY OF LIVERMORE FOR PLANNING SERVICES

President Goodman stated that the Board will consider authorizing the renewal of the contract with the City of Livermore for planning services.

General Manager Barry stated that this agenda item is the contract renewal with the City of Livermore, discussed in the previous agenda item. Mr. Barry reported that LARPD spent approximately \$84,000 for services provided by the City in fiscal year 2007/2008, including preparation of the update of the District Master Plan. He added that there was not much modification of the prior contract. He said there was an effort to clarify language in terms of separating City processes that would take place without LARPD's involvement. Assistant General Manager John Lawrence said there were two notable changes. One change was to include the amendments to original agreement in this agreement and that the District expects to spend only about \$50,000 this year, since the Master Plan update is nearing completion. Mr. Barry noted that Mr. Lawrence has been very successful working with the City.

President Goodman invited comments and questions from Directors. Directors inquired about the following: whether the agreement had been reviewed and approved by District Legal Counsel (Legal Counsel responded that he had reviewed and approved of the agreement); the reason for the provision of certain documents to the City for its use in updating the Master Plan; typographical corrections needed in the agreement and exhibit; the feeling that the \$84,000 paid for services last year was well spent, and that the \$50,000 estimate for this next year is even better; and the feeling that this contract with the City is the best way to go for LARPD right now.

President Goodman asked for motion. Director Furst made a motion, seconded by Director Wilson, to authorize the renewal of the contract with the City of Livermore for planning services.

Resolution No. 2139, authorizing the General Manager to renew the agreement with the City of Livermore for planning services, was adopted by the following roll call vote:

AYES:	<i>Director Furst, Director Wilson and President Goodman</i>
NOES:	<i>None</i>
ABSTENTIONS:	<i>None</i>

ABSENT: *Director Faltings and Director Kamena*

7.3 RETIREMENT OF COMMUNITY CENTER DIRECTOR

President Goodman stated that the Board will receive information regarding staffing plans in response to the retirement of the Community Center Director.

General Manager Barry reported that Community Center Director Rich Lange has announced his retirement from LARPD, after over 25 years of service, effective November 1, 2008. Mr. Barry said that the move-in and operational procedures of the community center are now in place. With Mr. Lange's retirement, he said he wishes to reclassify the position of Community Center Director to that of Senior Recreation Supervisor. He said that this is an upper level position but pays at a lower rate than the Community Center Director position. Mr. Barry said the Senior Recreation Supervisor position still embodies the ability to perform the tasks that the Community Center Director has been performing. He said he feels that there are enough in-house staff qualified to perform the job, so the recruitment will be an in-house promotion. Depending on who fills job, he said, some of the duties of the current position will be transferred to other employees. Mr. Barry said that reclassification of the Community Center Director position necessitates a change to the Assistant Community Center Director position, which will be reclassified to that of Recreation Supervisor. The Recreation Supervisor position is at the same level in the District Organization Chart as the Assistant Community Center Director position. He said it is the same salary range, as well, and that many of the job duties are the same. He referred to the attached District Organization Chart, on which the changes are indicated.

President Goodman invited Director comments and questions. Director Furst and Director Wilson noted that this information was brought before the Personnel Committee yesterday, that they two are the members of this committee, and that the committee approved of the General Manager's plans.

President Goodman said that having a Community Center Director was appropriate for the start-up of RLCC operations and, with an eye toward saving money and making things more uniform in the District, he supports this decision. He added that LARPD is still learning a lot about how to program and operate the RLCC. He agreed that this change is the right decision and good for the District.

General Manger Barry said that Mr. Lange has done a good job for the District and that there will be a retirement party to honor his service to LARPD. He added that Mr. Lange has gotten the community center going and on its way and that all of his work is much appreciated.

8. COMMITTEE REPORTS

1) Director Wilson reported on her attendance at the meeting of the Livermore Cultural Arts Council (LCAC) on September 3. She said the guest speaker, Renee Best, has put together a nice website (livermorearts.com) to which arts groups can post upcoming events. The Speaker Forum was also discussed at the meeting.

2) Director Wilson reported on her attendance at the ESS Parent Advisory Committee meeting last night. She said that meeting topics included grant funding for staff training, training for the Character Counts program, and the Believes after school program.

Director Kamena arrived at 7:26 p.m.

3) Director Furst reported on his attendance at the Alameda County Special Districts Association (ACSDA) meeting this morning at Zone 7 Water Agency's offices in Livermore. The meeting topic was the tenuous water supply in the Bay Area, and the group discussed mandatory water reductions and the "Cash for Grass" program, which provides grant funding to convert grass fields into all-weather surfacing.

9. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

1) Director Wilson encouraged people to get out and enjoy the trails and parks and the wonderful amenities that the LARPD staff works to maintain.

2) Director Kamena said that he had a vendor booth for his optometry practice at last weekend's Children's Fair at the RLCC. He said the event had a good turnout and that it was great for vendors and for participants. He encouraged other vendors to participate next year. From a parent's perspective, too, he said it was a nice event, as there were shows, jump houses, games and food.

3) Director Furst echoed Director Kamena's sentiments. He volunteered at the event and congratulated the staff on providing a fun event with lots of activities.

4) Director Furst requested that staff look into using recycled water for irrigation. He said he realizes that this type of program involves lots of infrastructure but that, with the water shortage California is experiencing, he feels the District needs to investigate the use of recycled water.

5) Director Furst requested an update on projects on which the District of grant writer is working.

6) Director Furst requested an update on the Denton House/Ranger Station project.

7) President Goodman said that he, too, was at the Children's Fair. He noted that many LARPD staff worked on this effort. He said that the weather was hot, but it was a really good event. He said he prefers the RLCC location to May Nissen, where it was held in the past.

8) President Goodman said that he will be attending an event commemorating the September 11 disaster. He asked that people take a moment to stop and think tomorrow about those who suffered tragedy on that date. He said that he appreciates being a part of this Board.

10. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER


1) General Manager Barry thanked staff for a great job on the Children's Fair. He agreed that many staff worked on the event and that it provided an opportunity for staff who normally do not work together, to do so.

2) Mr. Barry said that he and Assistant General Manager Lawrence, as well as a Director (Faltings) will attend the California Special Districts Association (CSDA) conference the last week of September, and that Community Center Director Rich Lange will sit in for him at the September 24 Board meeting.

11. ADJOURNMENT

Meeting adjourned at 7:36 p.m.

APPROVED,



Steve P. Goodman
President, Board of Directors

ATTEST:



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