

LIVERMORE AREA RECREATION AND PARK DISTRICT

MINUTES

REGULAR MEETING

WEDNESDAY, FEBRUARY 23, 2011

**ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA**

5:30 P.M.

LARKSPUR ROOM NORTH

7:00 P.M.

CRESTA BLANCA BALLROOM

DIRECTORS PRESENT: Director Faltings, Director Hutchinson, Director Turner and Director Wilson and President Goodman

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Tim Barry, Don Humphrey, Michael Kyle, John Lawrence, Gretchen Sommers

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

Meeting was called to order by President Goodman at 5:33 p.m. All Directors were present.

2. BUDGET WORKSHOP

2.1 Midyear Operating Budget Review.

General Manager Barry reported that staff has balanced the budget at midyear and made adjustments, as needed. He said that property tax revenue has declined, for the first time in recent history, and that the District property tax revenues are projected to be approximately \$125,000 less than anticipated, which represents a 5% decline in prop taxes from fiscal year 2009/10.

Finance Manager Don Humphrey provided the Board with a review of the District's property and supplemental tax revenue history, from 2002/03 to 2010/11. Mr. Humphrey also reviewed the history of developer AB1600/in-lieu fees, noting that there was an 87% decline in revenue last year from the District's peak in 2003/04. He said that the projected revenue from this source is about \$400,000 this year, although it is very difficult to predict.

General Manager Barry discussed the details of other revenue sources this year, such as a workers compensation dividend; the receipt of maintenance costs for Christensen Park; general fund interest; and facility rentals. Mr. Barry reported that expenses have been reduced in line with reductions in revenue, and he reviewed the adjustments in revenue and expenses that he has made, working with staff. He said that, of the \$80,000 contingency fund that had been previously approved by the Board, he will use \$69,000 to make up for higher than projected election costs, training for new board members, marketing efforts for different programs and to purchase some capital equipment.

Directors inquired about the following: the redevelopment issue and its potential affect on the District if the Governor's proposal passes; the lower attendance figures in the senior luncheon program; and City of Livermore estimates regarding AB 1600 revenue projections, which falls under the District capital budget.

2.2 Midyear Capital Budget Review.

General Manager Barry said that the City of Livermore, in giving the District its AB1600 revenue projections, is telling us what the developers are *entitled* to build, not what the developers *will* build. He said that what the District receives is often less than what is projected and, thus, we have to make our own estimates.

Finance Manager Humphrey discussed the impact of AB1600 developer fees and reviewed the history of this revenue. He talked about the District's debt service on the Maintenance Service Center, and the effect of slow real estate development on LARPD's capital improvement program, and reviewed a report on changes being proposed for the CIP plan.

Mr. Barry discussed the District's debt service and reviewed the specific adjustments being made and made note of a correction in the staff report, regarding the dollar amount remaining from the discontinued ranger station project (correct figure is \$90,000, not \$25,000). Director Wilson inquired if there is any funding for starting a nest egg for building a ranger station in the future (GM Barry: no, not until we get future grants or funds to do that. We can identify a project as a future need and cost it out. AGM Lawrence: The site is being prepared, which is a big part of constructing that building, the utilities and hookups). Director Hutchinson asked about whether there will be more money available when the debt service is retired and more soccer rental revenue comes in because of the synthetic fields. General Manager Barry said that the CIP list allows the Board to include and prioritize capital projects. He said that there are three categories of changes to the CIP budget: remove projects; adjust the budget; and add projects. He listed the various projects and their categories, elaborating on each.

2.3 2011/2012 Calendar and Budget Process.

General Manager Barry stated that Mr. Humphrey has developed a schedule for the budget process. Mr. Barry explained the different staff and committee meetings that are held as part of the budget planning process. He said that a Board Budget Workshop is scheduled for June 15. He said that a couple of Directors had expressed interest in meeting sooner than that as a Board, to discuss things. Mr. Barry said that the District's Preliminary Budget must be approved by the second June Board meeting and the Final Budget must be approved by the second meeting in August. He said that he generally anticipates property taxes not to recover, and that LARPD will receive projections from the County and other sources, and staff will continue to look for ways to economize. Mr. Barry talked about the process of program and facility evaluations, during which staff provides numbers on attendance and enrollment figures, revenue and expenses, to help the Board prioritize and make cutbacks.

2.4 Board Discussion of Budget Priorities and Direction.

General Manager Barry asked if there is anything that the Board would like the District to focus on in the next year. Directors discussed the following: a request to see the unfunded CIP list; acknowledgement that the District would like to serve people who live north of freeway by putting in special use facilities, such as a spray park; we are looking at the need for another community garden; ranger station; history of tot lot renovation; the need to consider how we want the message to get out about the District's limited funds; request to look at a timeline for addressing the trails in Sycamore Grove; the possibility of accommodating disc golf in a District

facility; the upcoming AMGEN race and LARPD's involvement; and the fact that there is a world champion bocce player in the community.

General Manager Barry asked if the Board wished to say something about the City takeover issue. President Goodman stated that previous Board direction has been that the Board does not agree with the concept.

3. ADJOURN TO REGULAR MEETING

Workshop adjourned to regular meeting at 6:32 p.m.

4. 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.

5. INTRODUCTION OF PARKS AND FACILITIES MANAGER

General Manager Barry introduced LARPD's new Parks and Facilities Manager, Bruce Aizawa, to the Board. Mr. Aizawa told the Board how pleased he is to be at LARPD, and the Board welcomed him.

6. PUBLIC FORUM

President Goodman opened public comment.

1) Keith Barlow, representing the Camp Shelly volunteer marketing committee, informed the Board and public about the various camping reservation dates for Camp Shelly.

2) Carolyn Siegfried, representing the Camp Shelly volunteer marketing committee, said that the group's goal is to get as many people aware of the registration dates as possible. She thanked Groth Brothers for underwriting the Camp Shelly brochure, which the marketing committee is updating. Ms. Siegfried talked about the committee's other marketing efforts.

President Goodman explained Camp Shelly, and encouraged people to learn about it on the District website. He thanked Mr. Barlow and Ms. Siegfried for attending the meeting.

7. CONSENT AGENDA

7.1 BOARD MINUTES

7.1.1 Meeting of January 26, 2011.

7.2 COMMUNICATIONS

7.2.1 General Manager's Monthly Report (64/7).

Moved by Director Faltings, seconded by Director Turner, approved the Consent Agenda, passing 5-0.

8. CONSENT AGENDA RESOLUTIONS

8.1 ACCEPTANCE FOR PERMANENT MAINTENANCE THE CONSTRUCTION AND LANDSCAPE IMPROVEMENTS TO TRAIL SEGMENTS H-2 & F

Resolution No. 2277, a resolution authorizing the acceptance of the construction of Trail Segments H-2 and F as complete.

Director Turner asked that the item be removed for discussion. She said that there are some sections of this trail that have some drainage issues, and she asked for more information, and whether there is there any recourse. General Manager Barry explained the issue and said that it is something that is manageable.

Moved by Director Faltings, seconded by Director Hutchinson, the Consent Agenda Resolution was adopted by the following roll call vote:

AYES: *Faltings, Hutchinson, Turner, Wilson and President Goodman*
NOES: *None*
ABSTENTIONS: *None*
ABSENT: *None*

9. BIDS AND PUBLIC HEARINGS

None.

10. OLD BUSINESS

None.

11. NEW BUSINESS

11.1 PLANS AND SPECIFICATIONS FOR THE ROBERTSON PARK SPORTS FIELD IMPROVEMENTS PROJECT

President Goodman stated that the Board will consider approving the Plans and Specifications for the Robertson Park Sports Field Improvements Project; authorizing the General Manager to go out to bid for the construction of the Improvements; and approving a temporary transfer of up to \$300,000 from the District's Economic Uncertainty Reserves towards this project.

General Manager Barry said that this is a long awaited project. He said that this project has been a partnership with the Livermore Youth Soccer Leagues (now called Livermore Fusion); Fusion is paying forward field rental fees, which helps the District to pay for the project. Mr. Barry reviewed the elements of the project that are being approved, and discussed the transfer of funds from reserves. Assistant General Manager John Lawrence stated that the Budget Committee had discussed the topic and recommends Board approval. He provided details on the project budget, projected schedule and completion, concept plan and lining of the fields, which will be for multi-sport use.

Directors discussed the following: concept of fundraising by selling tiles; the balance of the reserve fund and clarification on its use and repayment; the project is a net positive gain for LARPD financially, and a good investment; commended the soccer club and other sports groups that met with staff to work out an agreement on the field striping, that will benefit all of the community; the fact that construction will take place during part of the soccer season; whether there is a particular brand of turf identified in the project specifications; and the possibility of using the Las Positas College field.

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

Moved by Director Faltings, seconded by Director Wilson, to adopt Resolution No. 2278, approving the Plans and Specifications for the Robertson Park Sports Field Improvements Project; authorizing the General Manager to go out to bid for the construction of the Improvements; and approving a temporary transfer of up to \$300,000 from the District's Economic Uncertainty Reserves towards this project. Resolution No. 2278 was adopted by the following roll call vote:

AYES: *Hutchinson, Turner, Wilson, Faltings and President Goodman*
NOES: *None*
ABSTENTIONS: *None*
ABSENT: *None*

12. COMMITTEE REPORTS

None.

13. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

1) Director Faltings said that she would like us to nominate the Camp Shelly volunteer group for an award at the CARPD annual conference. She said she thinks that there are several categories into which they could fit.

2) Director Faltings requested that future staff reports to the Board include in the top section information on whether the item under discussion has been brought before a Board committee and, if so, what the committee's recommendation is.

3) Director Turner stated that the Trail Dogs is a fantastic volunteer group that is working on building trails for us at Holdener Park. She said that there are three more work dates (2/9, 2/22 and 2/26), and that volunteers are welcome.

4) Director Turner announced that there will be a fundraising event for LARPD on April 17 in Sycamore Grove Park, called "Run for the Parks." She encouraged public participation.

5) Director Goodman announced that the District is planning to conduct some Board meetings in Livermore neighborhood parks. He said that he hopes that citizens will attend, and give the Board their input. Information will be on the LARPD website once dates and locations are determined.

14. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

1) General Manager Barry reported that the District hosted a thank you reception for the Personnel Commissioners and LARPD Foundation members, noting that these are important volunteers for the District and that we appreciate the work they do for us.

2) Mr. Barry invited the public to attend the Tuesday, March 8 Mardis Gras luncheon for seniors.

3) Mr. Barry reported that, as a result of the Board's decision to not proceed with the ranger station project, and to redirect the balance of the funds, Jacquie Williams Courtright, who donated the Denton house to LARPD, called and wished to meet to discuss whether the District had covered all that it could in planning this project. He said that staff met with Ms. Williams Courtright and reviewed the project from top to bottom, to provide an understanding of the elements and decisions along the way. Mr. Barry said that LARPD truly appreciates Ms. Williams Courtright and her intentions, and that we still have a vision of this project for the future. He said that Ms. Williams Courtright appreciated the meeting, and that the District looks forward to working with her in the future.

- 15. ADJOURN TO EXECUTIVE SESSION**
Meeting adjourned to Executive Session at 7:42 p.m.

- 16. EXECUTIVE SESSION**
16.1 REAL ESTATE NEGOTIATIONS
Pursuant to Section 54956.8 of the Government Code
Property: 13.5 acres of land, Robertson Park Rd., Livermore, CA
Agency Negotiator: District Staff and/or Legal Counsel
Negotiating Parties: Ponderosa Homes
Under Negotiation: Terms of Purchase

- 17. RECONVENE TO OPEN SESSION**
Meeting reconvened to Open Session at 8:29 p.m.

- 18. REPORT ON ACTION TAKEN IN EXECUTIVE SESSION**
No action to report.

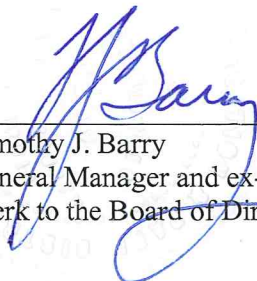
- 19. ADJOURNMENT**
Meeting adjourned at 8:30 p.m.

APPROVED,



Steve Goodman
President, Board of Directors

ATTEST:



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