

**LIVERMORE AREA RECREATION AND PARK DISTRICT**

**MINUTES**

**REGULAR MEETING**

**WEDNESDAY, MARCH 30, 2011**

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

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

**DIRECTORS ABSENT:** None

**STAFF MEMBERS PRESENT:** Tim Barry, Jim Carlson, Michael Kyle, John Lawrence, Gretchen Sommers, Vicki Wiedenfeld

**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.

**2. PRESENTATION**

President Goodman stated that the Board will receive a presentation on LARPD outdoor facilities and sports fields.

Senior Recreation Supervisor Jim Carlson and Senior Recreation Leader II Vicki Wiedenfeld made a PowerPoint presentation on LARPD outdoor facilities and sports fields. Mr. Carlson talked about the following topics: number of participants using outdoor facilities and sports fields; LARPD recreation programs offered; LARPD special use parks, outdoor facility rentals, group picnic areas and the equestrian center; the reservation process; special projects; and community partnerships.

Directors commented and inquired about: LARPD's relationship with the school district; field closures during inclement weather; the turf hotline; and park closure signs at parks. General Manager Tim Barry thanked Mr. Carlson and Ms. Wiedenfeld and the LARPD parks crew for their great team effort to provide fields and outdoor facilities to the community.

**3. PUBLIC FORUM**

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

**4. CONSENT AGENDA**

**4.1 BOARD MINUTES**

4.1.1 Meeting of March 16, 2011.

#### **4.2 COMMUNICATIONS**

None.

Moved by Director Wilson, seconded by Director Faltings, the Consent Agenda passed 5-0.

#### **5. CONSENT AGENDA RESOLUTIONS**

None.

#### **6. BIDS AND PUBLIC HEARINGS**

None.

#### **7. OLD BUSINESS**

None.

#### **8. NEW BUSINESS**

##### **8.1 REORGANIZATION OF PARKS DIVISION AND ELIMINATION OF PARK SUPERVISOR POSITION**

President Goodman stated that the Board will consider adopting a resolution eliminating the Park Supervisor position.

General Manager Barry referred to the staff report, detailing his proposal to eliminate the Park Supervisor position. Mr. Barry reported that one of the District's Park Foremen, Bruce Aizawa, was recently promoted to the Parks and Facilities Manager position, which replaced the Senior Park Supervisor position, following the retirement of Jim Brandenburg. Mr. Barry explained that he expects that the budget situation next fiscal year will continue to be grim, and that he is looking for opportunities to economize, while still maintaining the District's level of service. He said he feels that Mr. Aizawa has the ability to handle this change in the Parks Division structure. Mr. Barry said that he has offered the vacant Foreman position to the current Park Supervisor, Steve Gregg, who has preliminarily accepted. Mr. Barry noted that this change does not reflect on the service that has been provided by Mr. Gregg. He described how this change will affect the Parks Division, referring to the District Organization Chart. Mr. Barry reported that, in order to free up some of Mr. Aizawa's time, he has transferred the responsibility of supervision of the Open Space parks operation to Senior Recreation Supervisor Jim Carlson. Mr. Barry said that this structural change will save the District approximately \$103,000. He added that the Budget Committee has reviewed this proposal and recommends approval by the Board.

Directors inquired about how Mr. Gregg's salary might be affected by this change; General Manager Barry provided an explanation.

Moved by Director Faltings, seconded by Director Turner, to adopt Resolution No. 2284, eliminating the Park Supervisor position.

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

President Goodman stated that, as difficult as this change is for Mr. Gregg, he feels it is incumbent upon the District to try to achieve savings for the District. He commended the General Manager for making this difficult decision, which is for the good of the District.

Resolution No. 2284, eliminating the Park Supervisor position, was approved by the following roll call vote:

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

## **8.2 COMPREHENSIVE REVISIONS TO PERSONNEL RULES AND REGULATIONS**

President Goodman stated that the Board will consider approving comprehensive revisions to the District's Personnel Rules and Regulations.

General Manager Barry stated that the District's Personnel Rules and Regulations are very detailed. He reported that, in the fall of 2009, the Personnel Commission formed a committee to review the entire Personnel Rules and Regulations without a deadline for finalizing that analysis. At the same time, senior staff was asked to provide feedback on the document. Mr. Barry said that the Commission did its due diligence and its recommendations were forwarded to the District's Personnel Counsel, Sejal Mistry, with permission of the District Counsel, Michael Kyle. He said that the revisions presented to the Board include those recommended by the Commission, as well as those added for the Board's consideration by Personnel Counsel and staff. Mr. Barry stated that the Board's Personnel Committee recommended approval at its meeting of March 23, 2011.

Mr. Barry made reference to an additional revision that he would like made to the Rules and Regulations, which is explained in a staff report distributed to the Board at this meeting. He explained the details and reasoning for the additional revision, which was a clarification to Section III B (2), having to do with not hiring a candidate on an eligibility list, during a recruitment process. Mr. Barry referred to the Rules and Regulations document, noting that the recommended changes are highlighted. He noted that many of the updates are to comply with current law and industry standards. He reviewed some of the revisions that are less routine in nature, and which will more significantly impact employees than the updates to semantics, etc.

Directors inquired about, and commented on, the following: use of the floating holiday; the fact that the District Personnel Committee reviewed this matter and approved the revisions; that the last comprehensive review of the Rules and Regulations was 20 years ago; and an additional clarification on Section II, regarding the reporting of harassment.

On motion of Director Faltings, seconded by Director Turner, adopted Resolution No. 2285, approved comprehensive revisions to the District's Personnel Rules and Regulations, including clarifications discussed at this meeting regarding the policy against harassment and the amendment regarding the eligibility list, by the following roll call vote:

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

### **8.3 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION ELECTION**

President Goodman stated that the Board will consider whether to nominate a Director or managerial employee as a candidate to run for Region 3, Seat C on the Board of Directors of the California Special Districts Association (CSDA).

General Manager Barry stated that this is a matter for the Board to consider, that of whether any Director would like to run for this seat. He said that he does not wish to seek a seat himself.

The Board did not make a nomination.

## **9. COMMITTEE REPORTS**

Director Faltings stated that the Budget Committee, at its March 17 meeting, had considered the proposed elimination of the Park Supervisor position, on which the Board just voted at this meeting.

President Goodman stated that the Personnel Committee, at its March 23 meeting, had considered the revisions to the Personnel Rules and Regulations, on which the Board just voted at this meeting.

President Goodman reported on his attendance at the March 23 Intergovernmental Committee meeting. Topics included: impacts of the state budget; BART; and an anti-gang grant on which the City and School District are jointly working.

## **10. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

1) Director Faltings announced that LARPD had nominated a local group for an award from the California Association of Recreation and Park Districts (CARPD) and that the group was selected for an award; it is the volunteer citizen committee that formed to promote Camp Shelly. She noted that the group has succeeded in increasing attendance at Camp Shelly by a significant amount. She congratulated the group.

2) Director Turner announced that there will be an event at the main Livermore library on April 10 at 2:00 PM. She said that the event will feature authors of a book called “Tri-Valley Trails,” which is about East Bay trails, and that several LARPD trails are mentioned in the book.

3) Director Goodman reiterated commendations about, and congratulations to, the Camp Shelly volunteer group. He also commended staff on all of its work, and announced that April 9 is the first day that registration for the Camp Shelly summer season will be open.

4) Director Faltings invited the public to make reservations for the annual Ravenswood Progress League and LARPD Victorian tea on Sunday, May 1. She said that this is a fun, elegant event, with lots of food.

## **11. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

1) General Manager Barry announced LARPD’s “Run for the Parks” fundraising event on Sunday, April 17, noting that information on the event can be found on the LARPD website.

- 2) Mr. Barry announced that Weight Watchers has moved its meetings from the Carnegie Building location to the Robert Livermore Community Center.
- 3) Mr. Barry invited the public to sign up for the Senior Services Center Spring Breakfast on April 5; the cost is \$6.
- 4) Mr. Barry announced that Director Wilson and staff will attend the California Trails and Greenways conference in a couple of weeks.
- 5) Mr. Barry announced that Sycamore Grove Park has been closed on occasion lately due to water releases by the Department of Water. He explained that the park must be closed to the public for safety reasons.
- 6) Mr. Barry announced that the District went out to bid today for the Robertson Park synthetic turf projects, and that the bid opening is scheduled for May 4.

**12. ADJOURNMENT**

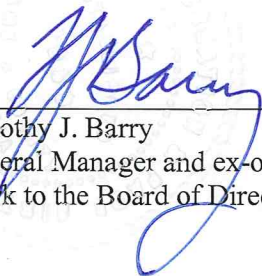
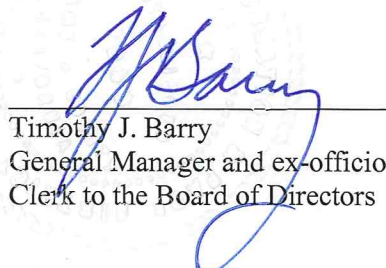
Meeting adjourned at 8:02 p.m.

APPROVED,



Steve Goodman  
President, Board of Directors

ATTEST:



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