

LIVERMORE AREA RECREATION AND PARK DISTRICT

MINUTES

REGULAR MEETING

WEDNESDAY, MARCH 31, 2010

**ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA
7:00 P.M.
LARKSPUR ROOM**

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

DIRECTORS ABSENT: Director Wilson

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

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

President Furst called the meeting to order at 7:00 p.m. All Directors were present except Director Wilson.

2. PUBLIC FORUM

President Furst opened public comment. No public comment. President Furst closed public comment.

3. PRESENTATION

3.1 President Furst stated that Jeff Kaskey, President of the Livermore Heritage Guild, will present a letter to the Board regarding the 100 year anniversary of the Carnegie Library.

Jeff Kaskey announced that the Livermore Heritage Guild is planning a centennial celebration next year for the Carnegie Library. He invited LARPD to use the milestone to make some repairs to the facility so that it will shine at the celebration. He invited any suggestions or concerns and thanked LARPD for providing many years of support and fine stewardship of the building and its tenants.

President Furst asked the General Manager to address this topic with the Budget Committee.

4. CONSENT AGENDA

4.1 BOARD MINUTES

4.1.1 Meeting of March 17, 2010.

4.2 COMMUNICATIONS

None.

Moved by Director Faltings, seconded by Director Goodman, approved the Consent Agenda, passing 4-0. Director Wilson was absent.

5. CONSENT AGENDA RESOLUTIONS

5.1 Resolution No. 2225, a resolution approving the hiring of relatives of District employees.

Moved by Director Kamena, seconded by Director Faltings, approved the Consent Agenda Resolution by the following roll call vote:

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

6. BIDS AND PUBLIC HEARINGS

None.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 CONCEPTUAL PLAN AND BUDGET FOR ROBERTSON PARK SPORTS FIELDS

President Furst stated that the Board will consider approving the conceptual plan for two synthetic sports fields at Robertson Park, a project budget of \$2,300,000 and directing staff to initiate the necessary work to prepare plans and specifications for bidding the project.

Assistant General Manager John Lawrence reported that the Facilities Committee reviewed this item and recommends approval by the Board. He stated that Brent Koch and Dave Best are in attendance, representing the Livermore Youth Soccer League (LYSL). Mr. Lawrence referenced the attachments and described key elements of their contents. The attachments were: A-Estimated Cost and Revenue from Proposed Synthetic Fields Project; B-Conceptual Design; C-Proposed Synthetic Fields Construction Budget; and D-Proposed Project Timeline.

There was one question from Directors regarding turf materials and how they are affected by high temperatures.

President Furst opened public comment. No public comment. President Furst closed public comment.

Moved by Director Kamena, seconded by Director Faltings, to approve the conceptual plan for two synthetic sports fields at Robertson Park, a project budget of \$2,300,000 and directing staff to initiate the necessary work to prepare plans and specifications for bidding the project.

Discussion included: sentiment that this is a wonderful, long needed project, and that the District's ability to provide more play time for residents is great; the cost is good; the project is pro environment; it is also and pro youth and adult sports and will allow the inclusion of more sports groups; expression of appreciation to LYSL and to LARPD staff.

Resolution No. 2226, approving the conceptual plan for two synthetic sports fields at Robertson Park, a project budget of \$2,300,000 and directing staff to initiate the necessary

work to prepare plans and specifications for bidding the project, was approved by the following roll call vote:

AYES: *Goodman, Kamena, Faltings and President Furst*
NOES: *None*
ABSTENTIONS: *None*
ABSENT: *Wilson*

8.2 CAMP SHELLY FEES AND BUDGET REVISIONS

President Furst stated that the Board will consider a resolution approving fee increases and budget revisions for Camp Shelly.

John Lawrence stated that the Facilities Committee has reviewed the proposed fee increases and budget revisions for Camp Shelly for FY 2009/10 and 2010/2011, and recommends Board approval. Mr. Lawrence said that staff is proposing a single fee of \$35 per night for residents and non-residents during this season, which represents an increase for both categories of campers. He said that staff has explored a number of options for reducing expenses, including the use of a combination of part time and full time staff and working with camp hosts. Mr. Lawrence added that 2010/11 fees will be further adjusted, if needed, as well as any operational costs, to bring the program to a zero net subsidy. He referred to the following attachments: A- Potential Revenue Enhancement and Cost Reduction Options; B-Lake Tahoe Campground Comparison; and C-Recommended Revised 2009/10 Camp Shelly Budget. Mr. Lawrence reported that the Facilities Committee had recommended that the District hold a public meeting for Camp Shelly users, to discuss the upcoming changes and to invite public input; a meeting has been scheduled for April 19, and past Camp Shelly users will be notified.

President Furst asked for clarification on the new fee category, that of group reservations. The clarification was that a new \$5 per night fee will be added on top of the rental fee for groups which avail themselves of the new advance group reservations component.

President Furst opened public comment. No public comment. President Furst closed public comment.

Moved by Director Faltings, seconded by Director Goodman, to approve fee increases and budget revisions for Camp Shelly.

Director discussion included: notification that the Budget Committee also reviewed this and recommends approval by the Board; expression of hope that Camp Shelly enthusiasts will support the camp financially so that it is not a drain on the District's finances; pleased that staff did this and put time into it to further reduce the subsidy; clarification of the group reservation fee; reiteration that the reason for increasing the fees is to help bring the program to cost neutral; invitation to the public to attend the April 19 meeting; and the information that the original staff suggestion was to increase the fees to \$42, and that the Facilities Committee recommended a two-step increase to avoid a large jump in fees during one year.

General Manager Barry clarified that what the Board is being asked to do tonight is to approve changing this year's budget. Next year's Camp Shelly budget will be approved when the 2010/11 District Budget is approved.

Resolution No. 2227, approving fee increases and budget revisions for Camp Shelly, was approved by the following roll call vote:

AYES: *Faltings, Goodman, Kamena and President Furst*
NOES: *None*
ABSTENTIONS: *None*
ABSENT: *Wilson*

8.3 EMPLOYEE ACTIVITY DISCOUNTS

President Furst stated that the Board will consider approving the revised Employee Discount Policy.

General Manger Barry stated that the current Employee Discount Policy was approved by the Board in 2006, and has been implemented. He said that staff has improvements that they would like to recommend.

Mr. Lawrence summarized the staff report, saying that the recommended changes include: comprehensive guidelines for the use of discounts; a clear definition of who receives the discounts; a broader and a more simplified formula to determine the amount of payment for fee classes; expanded drop-in activities; and instituting a new processing fee for reservation of certain facilities. He stated that the Personnel Committee discussed this topic and recommends Board approval. He said that these changes do not impact the District Budget except, perhaps, to generate additional revenue, as this amended policy initiates a processing fee for Camp Shelly reservations.

President Furst opened public comment. No public comment. President Furst closed public comment.

Moved by Director Goodman, seconded by Director Kamena, to approve the revised Employee Discount Policy.

Discussion included: the sentiment that this policy was well thought out and a nice perk for employees; congratulations to staff for crafting these changes, which are a good idea.

The motion to approve the revised Employee Discount Policy passed 4-0. Director Wilson was absent.

9. COMMITTEE REPORTS

President Furst reported on the March 24 Intergovernmental Committee meeting with the City and LVJUSD. The topic was the budget and budget problems, particularly with the School District.

Director Faltings reported on the annual Alameda County Special Districts Association (ACSDA) banquet on March 25th, which celebrated the chapter's 20th anniversary. She added that ACSDA is Chapter of the Year.

10. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

1) Director Faltings stated that the reason this meeting is taking place in a different room than usual is that the LLNL Science Fair is going on the ballroom. She commended the event and invited the public to attend tomorrow to see the science project created by youths.

2) Director Goodman said that he attended a CPRS District III awards and installation banquet last week because recently retired Senior Recreation Supervisor Brian Tibbetts was recognized with an outstanding achievement award. Unfortunately, Mr. Tibbetts is in the hospital and was unable to accept his award in person. Director Goodman wished him a speedy recovery.

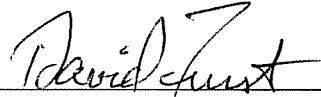
11. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

1) General Manager Barry announced the upcoming retirement of Fiscal Supervisor Lora Cohen, noting that this is her last week of full-time employment with the District. He said that she will come back part time to do training and special projects. He invited the Board to her retirement reception on April 21. Mr. Barry reported that the District conducted a recruitment for Ms. Cohen's replacement position. An offer was made, he said, but not accepted. Mr. Barry said that he has appointed Administrative Assistant Lynn Loucks as Acting Finance Manager for 6 months, until another recruitment is conducted and the position filled.

12. ADJOURNMENT

Meeting adjourned at 7:32 p.m.

APPROVED,



David Furst
President, Board of Directors

ATTEST:



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