

LIVERMORE AREA RECREATION AND PARK DISTRICT

FACILITIES COMMITTEE

DRAFT MINUTES

**THURSDAY, JANUARY 6, 2022
2:30 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 Facilities Committee Members and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in the meeting electronically.

Committee Members Present: Chair Maryalice Faltings, Vice Chair Jan Palajac

Staff Present: Mat Fuzie, Linda VanBuskirk, Robert Sanchez, Jeffrey Schneider, Michelle Newbould, Joseph Benjamin, Nancy Blair, David Weisgerber, Jessie Masingale, Julie Dreher, Pamela Healy

Members of the Public Present: One member of the public, David Lunn, was present via Zoom.

1. **Call to Order:** Director Faltings called the meeting to order at 2:32 p.m.
2. **Public Comment:** Member of the public, David Lunn, introduced himself. He spoke about the Patterson Ranch volunteer trail building efforts. He hikes with the “Sons in Retirement” group and would like to thank LARPD for having held two guided trips at the Patterson Ranch trail in 2019. Mr. Lunn also commended Ranger Eric Whiteside for his efforts throughout the year, adding that the rangers all do a great job. He shared his experiences using other hiking trails and commented on LARPD’s 30-year history of guided hikes on Brushy Peak. He noted the two upcoming trail building dates in Jan/Feb 2022 and asked that this be put on the next Facilities Committee agenda in case approval is needed by the committee before the trail gets finalized. He hopes this can be completed and opened by April 2022.

Action Item: Chair Faltings asked that this be added as an agenda item for the next Facilities meeting.

3. **Approval of the Minutes of the Facilities Committee Meeting held on December 2, 2021:**

Action: The minutes were approved unanimously as written.

4. **Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency (Resolution 2731-a):**

Action: Both Director Faltings and Director Palajac voted “yes” to approve **Resolution 2731-a**.

5. **Joe Mitchell Building Update:** BSM Jeff Schneider gave an update, sharing that we are very close to all interior work being done on the building. Enviroplex is the vendor doing the work. The next phase is connectivity between buildings, to include fiber optics and electrical. This project is AB 1600 funded. Due to supply chain issues, we are still waiting for some of the IT gear (switch and firewall) and are investigating opportunities to use alternative models if they are readily available. We are targeting the first week in April 2022 as the move-in date. Comcast connectivity will be completed in February. Buildings are located at the rear of the property, to the left. There are two buildings, including one triple and one double trailer.

6. **Pump Track Progress:** GM Fuzie gave a status update, sharing that we have the Engineer's Estimate from O'Dell Engineering. They are waiting for us to give the go ahead for the actual design plan. We have preliminary design; project management is not included. Director Palajac recalled that the signed contract includes approval to move forward with the design. GM Fuzie added that we plan to pursue O'Dell as a sole source vendor because of their knowledge of the project. We will also go out for request for qualifications for other vendors for future projects.

7. **Rodeo Stadium Infrastructure Improvements:** Administrative Assistant Michelle Newbould provided a status update for this project. She shared that she spoke with Samir Khanna from O'Dell Engineering regarding the bid documents. They are ready, pending updated timeline and dates. Staff anticipates this project will be ready to go out for advertising this month (January 2022). GM Fuzie confirmed that the intention is to have this completed before the rodeo starts. The main issue is failing footing and aged concrete in the bandstand, which needs to be repaired.

8. **CIP Budget FY 20/21 – Preliminary Year in Review (Actuals vs. Projected):** Business Services Manager Jeff Schneider shared his desktop and reviewed a copy of the CIP Project Financials summary. This was a supplemental report, with a copy attached to these minutes. The Committee discussed the projects listed, including both in-progress and completed projects. Committee members asked if the completed projects could be listed in a separate area in the report, for clarity. BSM Manager Schneider affirmed that the layout of the report will be updated in the future, reflecting this requested change.

The following was discussed in greater detail:

- **Joe Mitchell Building:** The Committee asked if there would be any cost savings on this project. BSM Schneider responded that there should be a savings: this project was originally budgeted at 1.5 million but will come in at approximately 1.285 million.
- **May Nissen Bleacher Demolition:** It was noted the current condition of the bleachers is not dangerous, just a nuisance and an eyesore.
- **Park Capacity Improvements:** This project is a placeholder for various projects. GM Fuzie added that Facilities Manager Fred Haldeman is getting bids for Tex Spruiell, etc. and for exercise equipment.
- **Tennis Court Fencing at May Nissen:** This project has been completed but was over budget due to incorrect dimensions used by the vendor to develop the initial quote and a change in raw materials costs.
- **May Nissen fence:** This project has not begun.
- **Trevarno water/sewer assessment district:** The decision was made by the Board to pay up front for this project, out of the General Fund. Current spend to date is \$477,919. The

balance will be spent to connect our buildings to a new water and sewer structure, estimated to be an additional \$77k.

- **Patterson Ranch Trail.** BSM Schneider noted that we anticipate \$45k of additional project spend in the next few months for a water tank, pumps, and fencings.
- Chair Faltings then asked about PEF (Project Evaluation Forms) review. GM Fuzie indicated that some will be brought to the next meeting, some have already gone through management review.

9. **Directors' Reports or Announcements:** Chair Faltings asked staff if there was a list of locations for shade structures. GM Fuzie identified the following locations: Cayetano Park, El Padro Park, Summit Park and Marlin Pound Park play structures.

GM Fuzie shared that today is Recreation Manager Alexandra Ikeda's last day with the District. She is leaving to pursue another position with the City of American Canyon and is wished the best of success in her new role.

10. **Adjournment:** The meeting was adjourned at 3:08 p.m.

/ph