



Livermore Area
Recreation and Park District
An independent special district

Board of Directors

Maryalice Faltings
Director

David Furst
Director

Jan Palajac
Chair

Philip Pierpont
Vice Chair

Beth Wilson
Director

Welcome to the Board of Directors' Meeting

You are welcome to attend all Board of Directors' meetings. Your interest in the conduct of public business is appreciated. Any citizen desiring to speak on any item not on the agenda may do so under Item 2 "Public Comment" when the Chair requests comments from the audience.

If you wish to speak on an item listed on the agenda, please wait until the item is up for discussion, the opening staff or committee presentation has been made, and the Board has concluded its initial discussion. Then, upon receiving recognition from the Chair, please state your name, and tell whether you are speaking as an individual or for an organization. Each speaker is limited to three minutes.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District office, 4444 East Avenue, Livermore, during normal business hours.

Pursuant to Title II of the Americans with Disabilities Act and section 504 of the Rehabilitation Act of 1973, LARPD does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs or activities. To arrange an accommodation in order to participate in this public meeting, please call (925) 373-5725 or e-mail Lvanbuskirk@larpd.org at least 72 hours in advance of the meeting.

AGENDA

REGULAR MEETING

WEDNESDAY, FEBRUARY 26, 2020, 7:00 P.M.

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

- 1. CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE**
- 2. PUBLIC COMMENT**
- 3. PROCLAMATION AND PRESENTATION**
 - 3.1 The Board will present a Proclamation in Support of Census 2020.
- 4. CONSENT ITEMS (Motion)**
 - 4.1 Approval of the Minutes of the Regular Board Meeting of January 29, 2020.

5. DISCUSSION AND ACTION ITEMS

5.1 APPOINTMENT TO PERSONNEL COMMISSION

The Board will consider making an appointment to the Personnel Commission.
(Resolution)

Resolution No. _____, appointing Sheryl Goodman to the Personnel Commission for the 2020-2024 term.

5.2 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS CALL FOR NOMINATIONS – BAY AREA NETWORK, SEAT C

The Board will consider whether to nominate a fellow LARPD Board Member or the General Manager for election to the California Special Districts Association (CSDA) Board of Directors-Bay Area Network, Seat C. (Resolution)

Resolution No. _____, nominating _____ for election to the CSDA Board of Directors-Bay Area Network, Seat C, for the 2021-2023 term.

5.3 RODEO STADIUM INFRASTRUCTURE IMPROVEMENTS

The Board will consider authorizing the General Manager to go out to bid for Project No. 729A for the construction of Rodeo Stadium Infrastructure Improvements. (Motion)

5.4 PUBLIC HEARING: REVISIONS TO MEMORIAL AND COMMEMORATIVE POLICY

A public hearing will be held to receive public comment on the proposed revisions to the District's Memorial and Commemorative Policy. After closing the public hearing, staff recommends approval of the Memorial and Commemorative Policy by resolution. (Public Hearing and Resolution)

Resolution No. _____, approving revisions to the District's Memorial and Commemorative Policy, Policy No. FAC-86-1007.

5.5 BOARD LETTER IN OPPOSITION TO ASSEMBLY BILL 2093

The Board will review and consider approving a letter in opposition to Assembly Bill 2093, which will require all public agencies to maintain all transmitted emails related to agency business for at least two years. (Resolution)

Resolution No. _____, authorizing the Board Chair to sign a letter on behalf of the Board of Directors of the Livermore Area Recreation and Park District to Assemblymember Gloria's Legislative Staff.

6. COMMITTEE REPORTS

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

9. ADJOURNMENT

Proclamation

Of The

Livermore Area Recreation and Park District

IN SUPPORT OF CENSUS 2020

WHEREAS, The United States Census, which is mandated by The Constitution of the United States of America, is intended to enumerate every person residing in the country regardless of citizenship status, and is fundamental to a fair and representative democracy; and

WHEREAS, The United States Census has critical political implications for the State of California as it determines our allocation of seats in the United States House of Representatives, which is important to legislative and budgetary matters; and

WHEREAS, The United States Census count is used to allocate billions of dollars in federal funding for programs, such as, food and nutrition services, health care, special education, foster care, housing, child care, and highways funding; and


WHEREAS, A fair and accurate Census count in 2020 will help ensure that our District's community members are represented in our democracy and receive critical social services, education programs, housing, health care, and transportation; and

WHEREAS, The Livermore Area Recreation and Park District is committed to serving our diverse community and aims to ensure everyone has access to the benefits of parks and recreation; and

NOW, THEREFORE, the Livermore Area Recreation and Park District is joining with the City of Livermore and Livermore Valley Joint Unified School District to support efforts to ensure a complete count of our District residents and has declared April 19-25, 2020 to be Livermore Counts! Week.



Jan Palajac, Chair
Board of Directors



Mathew L. Fuzie
General Manager

Vice Chair, Philip Pierpont

Board Member, Maryalice Faltings



Board Member, David Furst



Board Member, Beth Wilson



Livermore Area
Recreation and Park District
An independent special district

LIVERMORE AREA RECREATION AND PARK DISTRICT
REGULAR MEETING of the BOARD OF DIRECTORS
DRAFT MINUTES

WEDNESDAY, JANUARY 29, 2020

7:00 P.M.

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

DIRECTORS PRESENT: Directors Faltings, Furst, Pierpont, Wilson and Chair Palajac

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Mathew Fuzie, Patricia Lord, Jeffrey Schneider, Stacey Kenison, Linda VanBuskirk, Monica Streeter

1. **CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE:**
Chair Palajac called the meeting to order at 7:02 p.m. All Directors were present. Chair Palajac led the Pledge of Allegiance.
2. **PUBLIC COMMENT:** Mr. Garry Rodrigue, a Livermore resident, addressed the Board regarding alleged inconsistencies with the LARPD special tax on rural properties within the jurisdiction of LARPD. He provided a 5-page handout to the Board which highlighted various properties around the Marina Avenue area of Alameda County and the taxes levied upon them. He stated that he believes the way the tax is being levied is incorrect, and asked that the matter be placed on a future agenda for possible resolution.
 - After some Board discussion, it was suggested that this matter be placed on the agenda and presented to the Finance Committee, then back to the full Board, if necessary. Staff was instructed to notify Mr. and Mrs. Rodrigue once the item is placed on the Finance Committee agenda.
3. **PROCLAMATION AND PRESENTATION**
Chair Palajac read the District's Proclamation Supporting a Culture of Welcome, Inclusion, and Respect and presented it to General Manager Mathew Fuzie.

4. CONSENT ITEMS (Motion)

4.1 Approval of the Minutes of the Regular Board Meeting of January 8, 2020.

Director Wilson moved to approve the Consent Agenda, and Director Pierpont seconded the motion. The Consent Agenda was approved by the following voice vote:

AYES: *Directors Faltings, Furst, Pierpont, Wilson, and Chair Palajac*
NOES: *None*
ABSTENTIONS: *None*
ABSENT: *None*

5. DISCUSSION AND ACTION ITEMS

5.1 DISTRICT AUDIT FOR FISCAL YEAR 2018-2019

Administrative Services Manager Jeffrey Schneider gave a brief background on the completed District Audit for Fiscal Year 2018-2019. He then introduced David Becker, CPA and Partner with James Marta & Company LLP. Mr. Becker gave a presentation to the Board which provided an overview of the audit results. Discussion ensued and Mr. Becker responded to Board questions.

- Chair Palajac asked Mr. Becker if the Board could receive a copy of the PowerPoint presentation. [Staff will provide this to the Board.]
- Chair Palajac asked for a Board workshop to discuss the pension liabilities and the Other Post-Employment Benefits (OPEB). She suggested March/April. GM Fuzie stated that we can schedule this before the Final Budget analysis.

There was no public comment.

Vice Chair Pierpont moved to accept the Fiscal Year 2018-2019 District Audit, seconded by Director Furst. The motion carried unanimously.

5.2 RESOLUTION PROCLAIMING SUPPORT OF 2020 CENSUS

Chair Palajac stated the Board would consider making a proclamation supporting the 2020 Census.

Assistant General Manager Patricia Lord presented the staff report which highlighted the requirement of the U.S. Constitution to conduct an accurate count of the population every 10 years. Staff recommended that the Board of Directors recognize the importance of the 2020 Census, and encourage all residents to be counted through collaborative efforts with the City of Livermore, the Livermore Valley Joint Unified School District and the County of Alameda to ensure a fair and accurate count of all Californians, and declare April 19-25, 2020 to be "Livermore Counts!" Week.

There was no public comment.

Moved by Director Wilson, seconded by Director Faltings, adopted Resolution No. 2681, approving a proclamation in support of Census 2020, by the following roll call vote:

AYES: *Directors Pierpont, Wilson, Faltings, Furst, and Chair Palajac,*
NOES: *None*
ABSTENTIONS: *None*
ABSENT: *None*

5.3 ZONE 7/PATTERSON RANCH TRAIL NAMING

Chair Palajac announced the Board would consider approving the proposed trail names for the Zone 7/Patterson Ranch Trail.

GM Fuzie summarized the staff report by reporting that the Staff, volunteers and visitors were polled and three proposed trail names for Board consideration are:

- Patterson Ranch Trail
- Sage Trail
- Veteran's View Trail

Staff recommended the name "Patterson Ranch Trail" because it seemed to have the most supporting documentation and historic value. He went on to explain the history of the area as discussed in the staff report.

Director questions/comments included: It is an appropriate name as part of the Patterson Ranch; it is descriptive of the entire area; it is logical; in supporting of naming LARPD facilities after the place that they are located; it an historic name. The Board consensus is that the most appropriate name for this trail is the "Patterson Ranch Trail".

There was no public comment

Director Furst moved to name the new trail that goes into Zone 7's Patterson Ranch area as the Patterson Ranch Trail, seconded by Director Faltings. The motion carried unanimously.

6. COMMITTEE REPORTS

- a) Director Faltings reported that she and Director Pierpont attended the Finance Committee meeting on Monday, January 27, 2020. Topics discussed were the District Audit, financial results through December, and approval of the Mid-Year Budget Calendar.
- b) Director Furst reported that he and Chair Palajac attended the Facilities Committee on January 23, 2020. Some topics discussed were revisiting the District's policy on lighting in parks and restriping tennis courts for pickleball use.
- c) Director Furst reported that he substituted for Director Faltings at the January 21, 2020 LARPD Foundation meeting. The Foundation is working on its mission

statement. They also have a sub-committee to work on the memorial and commemorative program.

- d) Director Furst reported on his attendance at the Martin Luther King, Jr. Fellowship Breakfast on January 27, 2020 in Pleasanton.
- e) Chair Palajac suggested updates to the committee list, i.e. add “Ad Hoc Personnel” and the “Safe Parking Program” can be removed as staff will be reporting to the Board on those meetings.
- f) Director Pierpont reported on the January Livermore Downtown, Inc. meeting. He spoke on the benefits of membership in the Livermore Downtown for local businesses.
- g) Director Pierpont reported that he and Director Wilson attended the Ad Hoc Committee on developing the Memorial and Commemorative Program. Much progress has been made to work out the details of pricing and procedures and identifying what future places will be offered. This program will supply fundraising support for the LARPD Foundation.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

None.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

GM Fuzie made the following announcements:

- a) District legal counsel, Monica Streeter, distributed home-made chocolates from her colleague, Rod Attebery, and his wife Shelly. On behalf of the Attebery’s, she wished everyone a Happy New Year. Board members thanked Mr. and Mrs. Attebery in absentia.
- b) Concerns regarding the Safe Parking Program at the Bill Payne Park have been presented due to the lack of lighting and how that affects the perception from neighbors and participants. He reported that the Safe Parking Program has requested to look at May Nissen Park as an alternate area because there are both adequate parking, lighting, and restroom facilities there.
 - Director Furst suggested that the Safe Parking Program changes be presented and discussed at the Facilities Committee.
- c) Rodeo repairs are in the final design phase. Budgetary needs will be discussed with the Board for an increase to the budget, if needed, as laid out in the process.
- d) Costs for the May Nissen pools compliance project have come in significantly below the budget. Further cost savings will be reported to the Board as the project moves forward. This project is slated for completion in the spring.
- e) LARPD has received a request from Livermore Downtown, Inc. to occupy the lower level of the Carnegie Building with the provision that they would help support the building by drawing traffic in to the other tenants and assist them in their ability to be successful.
 - Director Furst suggested that this item also be presented to the Facilities Committee for discussion.

- f) LARPD now has hired Park Rangers Dawn Soles and Doug Souza as its two new Field Supervising Rangers. The Board asked GM Fuzie to relay its congratulations to Rangers Dawn and Doug on their new roles.
 - g) The application period has now closed for the three vacant Park Ranger positions the Board had authorized. Over 100 applications were received. Interviews will be conducted by Community Services Manager Jill Kirk and the two Field Supervising Rangers above.
9. **ADJOURNMENT:** The meeting was adjourned at 8:00 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

Mathew L. Fuzie
General Manager and
Ex-officio Clerk to the Board of Directors

Livermore Area Recreation and Park District

Staff Report

TO: Chair Palajac and Board of Directors

FROM: Mathew Fuzie, General Manager

PREPARED BY: Linda VanBuskirk, Assistant to the General Manager

DATE: February 26, 2020

SUBJECT: Appointment to Personnel Commission

COMMITTEE: Personnel Committee Recommended Approval at its Feb. 11, 2020 meeting

RECOMMENDATION: That the Board of Directors adopt Resolution No. ____, appointing Sheryl Goodman to the Personnel Commission for the remainder of the January 2020-January 2024 term.

BACKGROUND: Commissioner Paul Lynd's term on the Personnel Commission expired in January 2020 and he decided not to seek re-appointment. Mr. Lynd has been a tremendous asset to the District, serving in a volunteer capacity for five years, and we are very sorry to see him leave.

As Mr. Lynd's term neared completion, the District began advertising to fill the position. Steps taken included posting the vacancy in the Livermore Independent, the Livermore Patch, on the District's website (home page news and the Personnel Commission page), and posting on the District's Facebook page. In advertising for the position on the Commission, we requested a letter of interest and a statement of qualifications, to be sent to ASM Jeffrey Schneider, by end of day January 3, 2020. We received one such submission, from Ms. Sheryl Goodman, and it is attached below.

Ms. Goodman was interviewed by the Personnel Committee at its February 11, 2020 meeting. The Personnel Committee and staff recommend that the Board of Directors appoint Ms. Goodman to the Personnel Commission for the remainder of the January 2020-January 2024 term.

ATTACHMENT: Resume and Letter of Interest from Sheryl Goodman

Sheryl Goodman

Livermore, CA 94550

February 3, 2020

Jeffrey Schneider
Administrative Services Manager
Livermore Area Recreation and Park District
4444 East Avenue
Livermore, CA 94550

Dear Jeff:

Thank you for taking the time to speak with me about the Personnel Commission. Having just recently learned of the opening on the Commission, I am submitting my letter of interest, along with my resume, for your consideration.

For most of my career, I worked at Lawrence Livermore National Laboratory (LLNL) in various positions of increasing responsibility. Prior to my retirement in September of 2017, I managed the following functions; recruiting, onboarding, retention, engagement, benefits, compensation and various other functions related to the recruitment and retention of a world-class workforce. I am very familiar with the human resource requirements and processes related to a large publicly-funded organization.

I have also served on several boards, including my current role as a director on the boards of Livermore Laboratory Employee Services Association and its taxable subsidiary, Laboratory Family Services. I also previously served as a director on the board for UNCLE Credit Union.

I believe my work experience in the human resources arena, my education, as well as my experiences on various boards; make me a strong candidate for a role on LARPD's Personnel Commission. I appreciate the opportunity to apply, and hope that you will consider me a serious and viable applicant for this role.

Sincerely,



Sheryl Goodman

Sheryl Goodman

Professional Experience

2011 - 2017 Lawrence Livermore National Laboratory Livermore, CA

Division Leader, Staffing & Employee Engagement, Strategic Human Resources

- Provided leadership and management of all aspects of recruiting, onboarding, retention, engagement, benefits, compensation, immigration, relocation, employee relations and work life programs for LLNL. During FY 16, LLNL hired and on-boarded more than 1,000 new employees
 - Provided strategic vision and development opportunities for a division of 40 employees
 - Developed new programs; ensured deliverables/goals were met in support of the national security mission
-

2009 - 2011 Lawrence Livermore National Laboratory Livermore, CA

Group Leader, Employee Support Services, Strategic Human Resources

- Managed all aspects of the group, including supervision of staff in immigration services, change of station/relocation, deaf interpreting services, flexible work options, and work life programs
 - Managed the accomplishment of goals; ensured sponsor requirements and deliverables were met
 - Worked with cross-functional teams to enhance service delivery models and improve processes
-

2007 - 2009 Lawrence Livermore National Laboratory Livermore, CA

Operations Manager, Strategic Human Resources

- Managed/supervised the facility management, business analyst, and computer support teams
 - Managed all aspects of operations; developed and implemented operational policies and procedures
 - Participated in strategic planning as part of the Senior Management team
-

2001 - 2007 Lawrence Livermore National Laboratory Livermore, CA

Senior Financial/Facility Manager, Strategic Human Resources

- Responsible for strategic planning, budget development, execution, variance reporting and forecasting
 - Developed and implemented financial management policies, procedures and standards
 - Managed financial, procurement, and facility staff
-

1990 - 2001 Lawrence Livermore National Laboratory Livermore, CA

Senior Financial Manager, Biology & Biotechnology Research Program and Joint Genome Institute

- Responsible for \$130M multi-lab budget, including development, management, execution, variance reporting and forecasting
 - Developed and implemented financial management policies, procedures and standards
 - Participated in strategic planning as part of the Senior Management team
-

1984 - 1990 Lawrence Livermore National Laboratory Livermore, CA

Senior Accountant, Finance Department

- Responsible for annual financial statements and monthly/yearly closing processes
 - Created, developed and produced inaugural LLNL financial statements
 - Trained and supervised accounting staff
-

1975 - 1984 Home Savings of America Various

Operations Officer

- Various positions of increasing responsibility within the savings and loan industry

Board Experience

2017 – present **Livermore Laboratory Employee Services Association, Inc. (LLESA)
and Laboratory Family Services, Inc. (LFS)**

Director

- Board member for two companies – LLESA, Inc., and its taxable subsidiary, LFS, Inc.
- Full responsibility for policy formulation and implementation, including personnel policy
- Provide oversight of the Laboratory Children's Center (LFS)
- Provide oversight of employee services for LLNL employees, including fitness programs, classes, special events and work life programs (LLESA)

2016 – 2018 **Measure G Citizens' Oversight Committee**
Committee Member

- Ensured that proceeds of the tax were spent wisely and only for the purposes named in Measure G
- Assisted in preparation of annual report presented to Board of Trustees, LVJUSD

2010 – 2016 **University of California Livermore Employees Credit Union (UNCLE)**

Director

- Provided strategic direction and established goals for UNCLE, a not-for-profit financial cooperative
- Supervised the activities of the CEO, including performance management
- Conducted a national recruitment for a new CEO

Education

B.S., Business Administration/Finance, San Jose State University, 1980
M.B.A., St. Mary's College, 2007

Livermore Area Recreation and Park District

Staff Report

TO: Chair Palajac and Board of Directors

FROM: Mathew Fuzie, General Manager

PREPARED BY: Linda VanBuskirk, Assistant to the General Manager

DATE: February 26, 2020

SUBJECT: California Special Districts Association Board of Directors
Call for Nominations – Seat C

RECOMMENDATION: That the Board of Directors consider whether to nominate, by resolution, a fellow LARPD Board Member or the General Manager for election to the California Special Districts Association (CSDA) Board of Directors –Seat C, Bay Area Network, for the 2021-2023 term.

BACKGROUND: CSDA has an opening on its state Board of Directors for a representative from LARPD's area (Bay Area Network). The attached memorandum from CSDA calls for nominations and describes the responsibilities of serving on the CSDA Board, as well as the nomination procedures.

The deadline for receiving nominations is March 26, 2020. Staff will send the nomination form and supporting documentation if the Board nominates a candidate.

ATTACHMENT: CSDA Memorandum of January 27, 2020





**California Special
Districts Association**
Districts Stronger Together

Received
JAN 30 REC'D
LARPD

DATE: January 27, 2020
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2021 - 2023 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event, however does comp registration for the two events)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

- Complete Annual Chief Executive Officer Evaluation.

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is March 26, 2020. Nominations and supporting documentation may be mailed, faxed, or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814

Fax: 916.442.7889

E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on May 25, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020. The successful candidates will be notified no later than July 14, 2020. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2020.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat C-Fred Ryness, Director, Burney Water District*

Sierra Network Seat C-Pete Kampa, GM, Saddle Creek Community Services District*

Bay Area Network Seat C-Stanley Caldwell, Director, Mt. View Sanitary District*

Central Network Seat C-Sandi Miller, GM, Selma Cemetery District*

Coastal Network Seat C-Vincent Ferrante, Director, Moss Landing Harbor District*

Southern Network Seat C-Arlene Schafer, Director, Costa Mesa Sanitary District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Amber Phelen at amberp@csda.net.

AGAIN, THIS YEAR!

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district May 25, 2020. All votes must be received through the system no later than 5:00 p.m. July 10, 2020.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net **by March 26, 2020** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on May 25, 2020 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. July 10, 2020.

The successful candidates will be notified no later than July 14, 2020. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2020.



**California Special
Districts Association**
Districts Stronger Together

2021-2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE DIRECTLY)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail, or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax
amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 26, 2020



2021-2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

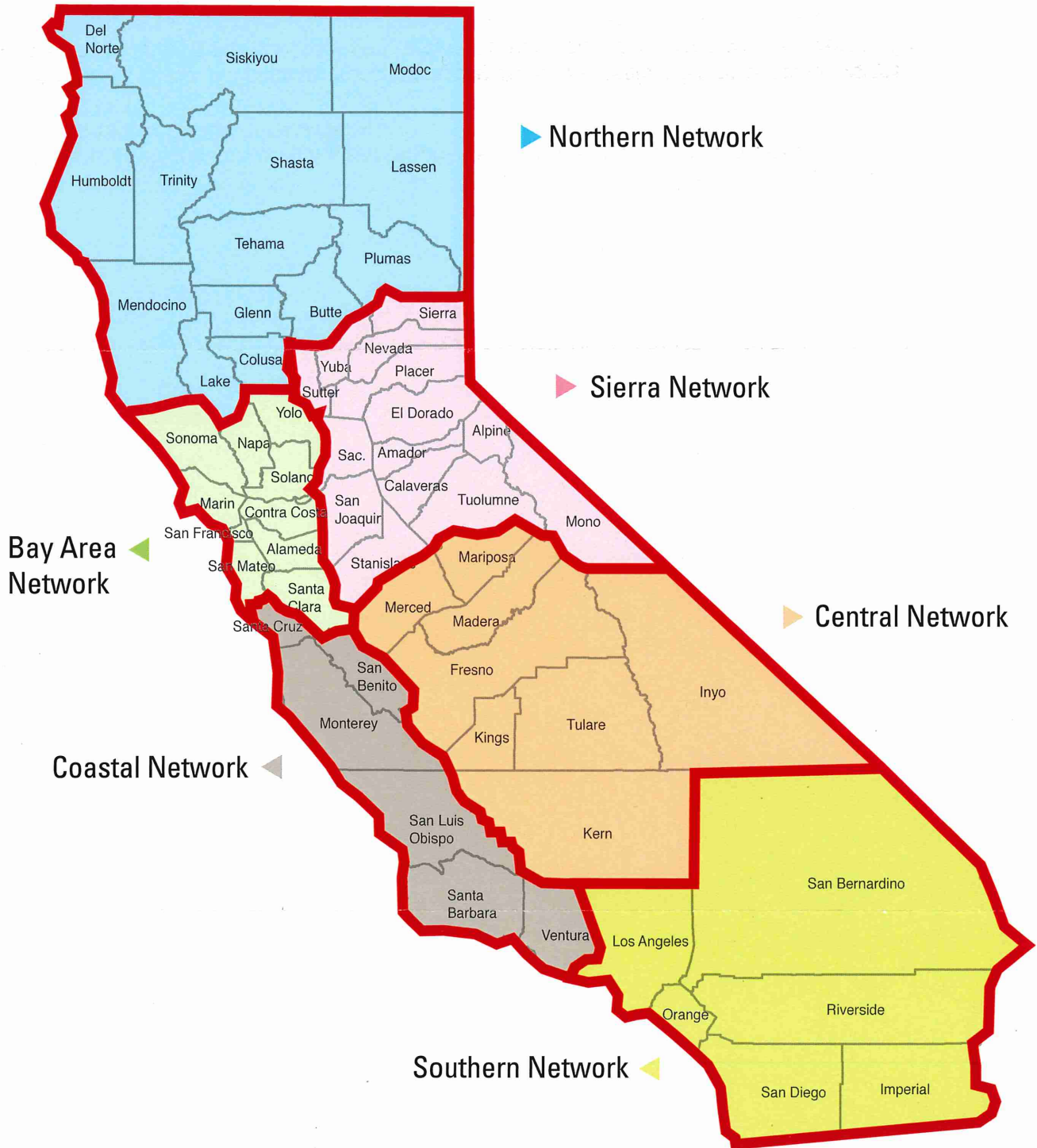
3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 26, 2020 will not be included with the ballot.**



California Special Districts Association
DISTRICT NETWORKS



Livermore Area Recreation and Park District

Staff Report

TO: Chair Palajac and Board of Directors

FROM: Patricia Lord, Assistant General Manager
Jeffrey Schneider, Administrative Services Manager

DATE: February 26, 2020

SUBJECT: Rodeo Stadium Infrastructure Improvements

RECOMMENDATION: That the Board of Directors authorize the General Manager to go out to bid for Project No. 729A for the construction of Rodeo Stadium Infrastructure Improvements.

BACKGROUND: The Robertson Park Rodeo Stadium was identified in the 2017 Asset Management Plan for infrastructure improvements, and currently has a total project budget of \$283,450. The construction costs, soft costs and contingency costs are now estimated higher than amounts originally budgeted in FY 2017-18. The site preparation and grading work includes: erosion control, tree protection fencing, removal of pavement, removal of handrails and guardrails, rough and finish grading. The flatwork and surfacing work requires four-inch concrete pavement with four-inch new aggregate. The new features and furnishings include new guardrails and handrails. The scope of work includes the rodeo roof structural upgrades. The annual Livermore Rodeo takes place the second weekend in June. A requirement to be outlined in the bid documents will be that the Project cannot interfere with the rodeo.

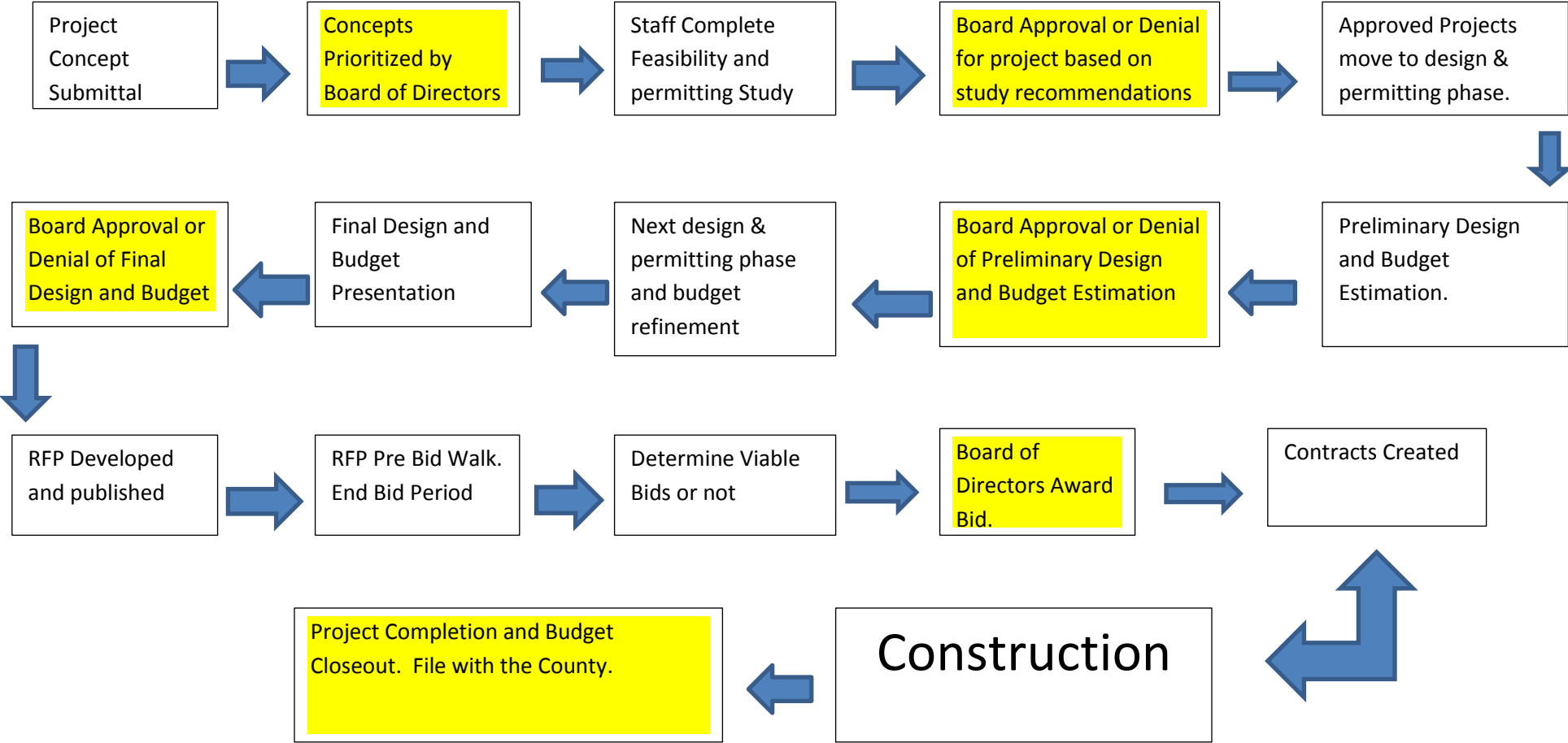
FISCAL IMPACT: The funding for this Project No. 729A, Rodeo Stadium Infrastructure Improvements, is budgeted in the Capital Improvement Plan Budget and available in the District's General Fund with deferred maintenance. The Board of Directors has the authority to award or deny a contract for construction. (See Attachment A – Major Capital Improvement Project Flow Chart).

ATTACHMENT:

- A. Major Capital Improvement Project Flow Chart

Major Capital Improvement Project

Flow Chart



*At every Board of Directors Decision Point you will be given new updated budgets with phases. The board can choose to fund only the next phase and allow for flexibility in funding sources.

Livermore Area Recreation and Park District

Staff Report

TO: Chair Palajac and Board of Directors

FROM: Patricia Lord, Assistant General Manager
Sandra Kaya, Administrative Assistant

DATE: February 26, 2020

SUBJECT: Update on Memorial and Commemorative Gift Program

COMMITTEE: Ad Hoc Committee Meeting, January 21, 2020
LARPD Foundation, February 18, 2020

RECOMMENDATION: That the Board of Directors adopt Resolution No. _____, approving revisions to the District’s Memorial and Commemorative Policy, Policy No. FAC-86-1007.

BACKGROUND: Historically, the District has offered a Memorial and Commemorative Gift Program, with proceeds benefitting the LARPD Foundation for community programs. LARPD receives requests from individuals, organizations, and other groups seeking permission for various types of commemorative or memorial gifts to be placed in or on District facilities or made available for program use. The District currently has an inventory of 66 commemorative trees, and 49 benches (see Attachment A). In 2019, staff explored the idea of increasing the pricing, based on benchmark data from other comparable agencies. The Commemorative Tree and Bench Program was discussed at the Facilities Committee on August 22, 2019 and then with the Board of Directors on October 19, 2019. An area of discussion and review was a map of benches currently in Sycamore Grove Park and the consideration for additional benches (see Attachment B). An Ad Hoc Committee was formed to provide direction to staff. This led to re-evaluating the program, including the pricing and the duration for commemorative benches and picnic tables. See amendments to attached Policy No. FAC-86-1007 Memorial and Commemorative Policy and Memorial and Commemorative Gift Form (see Attachments C and D).

FINANCIAL SUMMARY: The attached draft “Memorial and Commemorative Gift Form” outlines proposed new pricing and procedures.

ATTACHMENTS:

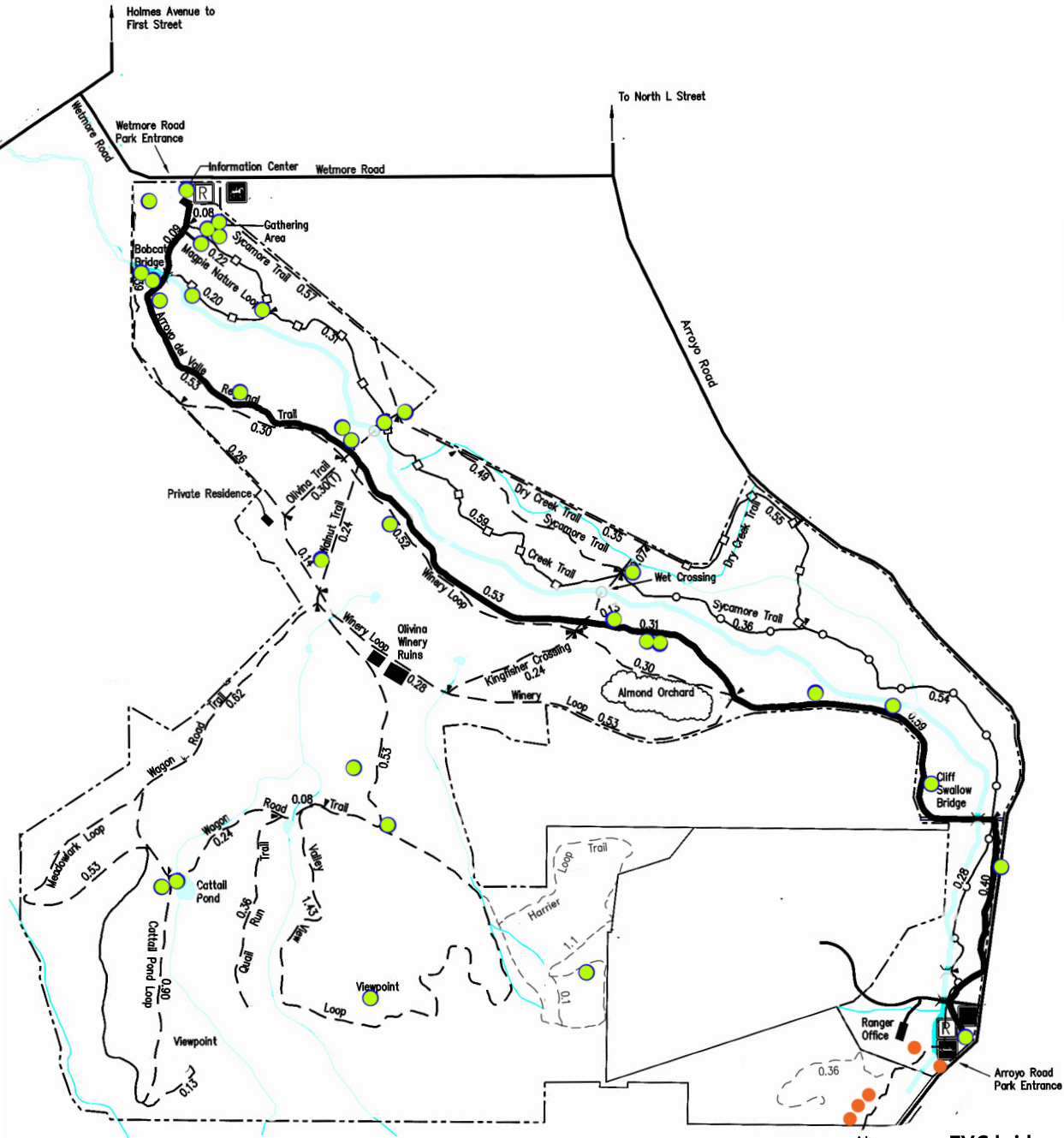
- A. Inventory of Trees and Benches
- B. Map of Benches in Sycamore Grove Park
- C. Amended Policy No. FAC-86-1007, Memorial and Commemorative Policy (track changes)
- D. Amended Policy No. FAC-86-1007, Memorial and Commemorative Policy (clean)

Inventory of Donated Benches and Trees

Facility	Benches (since 1998)	Trees (since 1991)
Almond Park	0	1
Altamont Park	0	1
Big Trees Park	0	1
Bothwell Park	1	0
Christensen Park	0	1
Hagemann Park	0	1
Holdener Park*	2	0
Ida Holm Park	0	3
Independence Park	1	2
Jack Williams Park	0	6
Lester Knott Park	0	1
Maitland Henry Park	1	0
Marlin Pound Park	0	2
Max Baer Park	0	1
May Nissen Park	0	1
Meadow Vista Park	0	2
Mocho Park	0	1
Pleasure Island Park	2	0
Ralph T. Wattenburger Park	0	3
Ravenswood Historic Site	1	6
Ravenswood Park	1	2
Robert Livermore Park	1	4
Robertson Park	0	7
Sunset Park	0	5
Sycamore Grove Park*	38	11
Tex Spruiell Park	0	2
Vista Meadows Park	0	2
Weinberger Trail	1	0
TOTAL	49	66

* total number of benches

Sycamore Grove Park



(*orange: TVC bridge fundraiser benches)

Current Bench Sites

38 benches total



**Livermore Area
Recreation & Park District**
An independent special district



ATTACHMENT C

Policy No. FAC-86-1007

MEMORIAL AND COMMEMORATIVE POLICY

PURPOSE OF POLICY	To provide guidelines for staff in addressing requests from the public to donate memorial or commemorative gifts
POLICY SUMMARY	This policy provides the parameters and procedures for processing memorial and commemorative donations.
APPROVAL	Adopted: Board Resolution No. 1007, March 12, 1986 Amended: Board Motion, June 12, 1996 Amended: Board Resolution No. 2210, Oct. 14, 2009 <u>Amended: Board Resolution No. _____, February 26, 2020</u>

Purpose

LARPD receives requests from individuals, organizations, and other groups seeking permission for various types of commemorative or memorial gifts to be placed in/on District facilities or made available for program use. These gifts can enhance a facility or program when they are properly planned, specified, and installed or implemented. Offering a policy and procedure to allow acceptance of these gifts provides a service to prospective donors who wish to give memorial or commemorative items that can be shared with the community. The LARPD Foundation may also be used to assist donors and the staff with the donation process.

The purpose of this policy is to provide guidelines for District staff in addressing requests from individuals, organizations, or other groups wishing to donate memorial or commemorative gifts.

Policy

1. The District shall identify a Memorials Coordinator who will work with donors to select a memorial or commemorative item that will satisfy the wishes of the donor and provide a functional improvement to the District or to the District facility in which the memorial is to be located.

2. It is recognized that each facility or portion thereof has limitations as to the size and number of memorials that can reasonably be installed. The District will, at any time, place restrictions, limitations or disallow future memorial installations at any site.
3. The location of memorial or commemorative items must be compatible with the site chosen and any applicable master plans covering that site. Additionally, the memorial item must be compliant with the Standard Specifications and Standard Details adopted by the District.
4. Normally, all gift recognition plaques will be displayed in the Robert Livermore Community Center or other appropriate community facilities. These plaques are typically bronze, 3" by 1", engraved and mounted on wooden display boards. Engraved text shall follow a standard template including the name of the individual being memorialized, the location of the memorial item, the month and year of installation, and what the memorial item is. As determined by the General Manager, significant memorials or contributions may be given special consideration for plaques mounted on a donated item or at specific sites.
5. Unless otherwise arranged, maintenance of all memorial items shall be the responsibility of the District, and shall be consistent with standards established by the District. Voluntary supplemental maintenance by the donor shall be undertaken only with the prior approval of the District.
6. Donors participating in this program must agree that the memorial items installed or initiated under this policy do not have infinite longevity. Memorial and commemorative gift pricing is subject to change. The District retains the authority to relocate memorial items to accommodate future park/building development, changes in programs or changes in maintenance procedures. Should memorial items become unusable, unsafe, unsightly or cannot be relocated, the District retains the right to remove and not replace those items. Relocations and removals will be the responsibility of the District. Living memorials which fail to thrive may or may not be replaced at the District's discretion. The District will make reasonable efforts to notify donors of relocation or removal.

Procedures

1. Upon first contact by an individual, organization, or other group proposing a memorial/commemorative gift, staff shall forward the proposal to the District's Memorials Coordinator.
2. The Memorials Coordinator shall provide the donor with an estimated cost for the gift, if possible. This cost will include materials, labor, equipment, designated maintenance, and other related expenses (engraving, shipping, taxes, etc).
3. Following the initial contact, the Memorials Coordinator will forward the memorial proposal information to the appropriate District Division. The respective Division shall assign an employee to assist the memorial donor in completing the project.
4. Individual Divisions are responsible for periodically updating lists of desired items for memorial consideration. These lists will include estimated costs for each item.

5. Once the details of a memorial gift have been mutually agreed upon by the donor and the Division representative, the Memorials Coordinator will complete a Memorial Gift Form. The completed form shall be sent to the donor for signature and pre-payment. The District shall not purchase materials nor initiate labor activity associated with a memorial until full payment has been received from the donor. Upon receipt of funds, the District shall be responsible for installation or initiation of the memorial item.
6. ~~A Certificate of Written~~ Acknowledgment shall be given to donors. This certificate will document the gift and may be sent to a third party if requested by the donor.

Adopted: Board Resolution No. 1007, March 12, 1986
Amended: Board Motion, June 12, 1996
Amended: Board Resolution No. 2210, October 14, 2009
~~Amended: Board Motion, February 26, 2020~~

APPROVAL

~~Timothy J. Barry~~ Mathew Fuzie
General Manager

_____ Date



Livermore Area
Recreation & Park District
An independent special district



**LIVERMORE AREA RECREATION
AND PARK DISTRICT FOUNDATION**
Supporting Parks and Community Resources of the Livermore Area

Memorial and Commemorative Gift Form

I give the below described item(s) to the Livermore Area Recreation and Park District (LARPD) as a memorial or commemorative contribution. I understand that the type and placement of the item(s) is determined by LARPD and that installation will be performed by LARPD unless otherwise indicated on this form. I acknowledge and understand that LARPD does not guarantee maintenance and/or replacement of the item(s) in the future and, due to the number and variety of donated items and number of donors, LARPD cannot guarantee that I will be notified if my donation is, for any reason, relocated, damaged or destroyed. **Benches and picnic tables are purchased for a period of 10 years. At the end of the 10 years, the donor will have first right of refusal; pricing is subject to change at any time.** Please complete this form, print and sign it. Submit the form to: Attention Sandra Kaya at 4444 East Avenue Livermore CA 94550.

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Description of Gift

- Park Bench _____ Tree _____
 Picnic Table _____ Other _____

For benches or picnic tables only, provide your proposed wording for an engraved plaque. Subject to approval or editing by LARPD. Limit of 120 characters, including spaces:

Park Name: _____
 In Honor of: _____

Tree (type) _____

Park Bench (type) _____

Other _____

Installation Information

Park Name: _____

Date of Installation: _____

Memorial Information

In Honor of: _____

Include engraved plaque to be displayed in an LARPD public building:

Yes No

Cost

Total amount due and payable to **LARPD Foundation** prior to installation:
\$ _____

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Your Information

Name: _____
Street Address: _____
City/State/Zip Code: _____
Daytime Phone: _____
Evening Phone: _____
E-mail: _____

Acknowledgment Information

— Would you like an acknowledgment sent to another person?

— Yes No

— Send acknowledgment to:

— Name: _____
— Street Address: _____
— City/State/Zip Code: _____

Contributor Signature *Date*

LARPD Representative *Date*

Proceeds from your contribution benefit the LARPD Foundation. The Foundation's mission is to initiate, receive, and collect donations to provide services, programs, and facilities to those who could not otherwise afford to participate or have the opportunity to learn, play and explore in a healthy environment.

Office use only: written acknowledgement from Foundation date _____ by _____

Memorial and Commemorative Gift Pricing

Open Space (Sycamore Grove Park or Holdener Park, for example)

Bench
\$5,000 for 10 years

Picnic Table
\$5,000 for 10 years

Non-Open Space (neighborhood or community parks, for example)

Bench

\$2,500 for 10 years

Tree

\$1,000

Memorial and Commemorative Gift Process

Thank you for your interest in purchasing a memorial or commemorative gift for
Livermore Area Recreation and Park District.

1. Complete the Memorial and Commemorative Gift Form.

Print it out, sign it and submit it:

Attention: Sandra Kaya

4444 East Avenue

Livermore CA 94550

2. LARPD staff will contact you regarding potential sites for your bench, picnic table, or tree. If the site is agreeable to you, please send a check (Attention: Sandra Kaya 4444 East Avenue Livermore CA 94550) made **payable to the LARPD Foundation** for the full amount. Your item will then be ordered and LARPD staff will keep you apprised of the installation/planting. Once ordered, benches and picnic tables may take 2-3 months to receive.

3. Benches and picnic tables are purchased for a period of 10 years. At the end of the 10 years, the donor will have first right of refusal; pricing is subject to change at any time.



ATTACHMENT D

Policy No. FAC-86-1007

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3. The location of memorial or commemorative items must be compatible with the site chosen and any applicable master plans covering that site. Additionally, the memorial item must be compliant with the Standard Specifications and Standard Details adopted by the District.
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activity associated with a memorial until full payment has been received from the donor. Upon receipt of funds, the District shall be responsible for installation or initiation of the memorial item.

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Adopted: Board Resolution No. 1007, March 12, 1986
Amended: Board Motion, June 12, 1996
Amended: Board Resolution No. 2210, October 14, 2009
Amended: Board Motion, February 26, 2020

APPROVAL

Mathew Fuzie
General Manager

Date



LIVERMORE AREA RECREATION AND PARK DISTRICT FOUNDATION

Supporting Parks and Community Resources of the Livermore Area

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Description of Gift

- Park Bench _____
- Picnic Table _____
- Tree _____
- Other _____

For benches or picnic tables only, provide your proposed wording for an engraved plaque. Subject to approval or editing by LARPD. Limit of 120 characters, including spaces:

Park Name: _____
In Honor of: _____

Cost

Total amount due and payable to **LARPD Foundation** prior to installation: \$ _____

Your Information

Name: _____
Street Address: _____
City/State/Zip Code: _____
Daytime Phone: _____
Evening Phone: _____
E-mail: _____

Contributor Signature _____ *Date*

Proceeds from your contribution benefit the LARPD Foundation. The Foundation's mission is to initiate, receive, and collect donations to provide services, programs, and facilities to those who could not otherwise afford to participate or have the opportunity to learn, play and explore in a healthy environment.

Office use only: written acknowledgement from Foundation date _____ by _____

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Tree
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Memorial and Commemorative Gift Process

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Print it out, sign it and submit it:

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4444 East Avenue
Livermore CA 94550

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3. Benches and picnic tables are purchased for a period of 10 years. At the end of the 10 years, the donor will have first right of refusal; pricing is subject to change at any time.



Livermore Area
Recreation and Park District
An independent special district

4444 East Avenue, Livermore, CA 94550-5053
(925) 373-5700 www.larpd.org

General Manager
Mathew L. Fuzie

February 27, 2020

The Honorable Todd Gloria
California State Assembly
State Capitol
Sacramento, CA 95814

RE: Assembly Bill 2093 (Gloria) – Oppose [As Introduced]

Dear Assembly Member Gloria:

The Livermore Area Recreation and Park District (LARPD) is respectfully opposed to your Assembly Bill 2093, which will require all public agencies to maintain all transmitted emails related to agency business for at least two years. LARPD, an Independent Special District, formed 73 years ago. LARPD has a service population of 92,705 with a jurisdiction area of 243 square miles. The District provides a wide variety of recreation and park services and programs for all ages, including licensed before and after school child care for over 1,200 children each school day. The District currently manages approximately 1,949 acres of parks, trails and open space lands.

To be clear, this is not a transparency bill, it is a data storage bill. The public will have no greater access to public records under AB 2093, nor will they have less. This bill creates no new disclosures or exemptions of records. This bill only mandates that public agencies retain all emails related to agency business for two years and avoids the constitutionally-required mandate subvention process declaring that the provisions of the bill are in furtherance of the California Public Records Act (CPRA).

While this measure is intended to improve public access to government records, in practice it will merely increase the burdens for both public agencies and CPRA requesters. The vast majority of emails consist of auto-replies, spam, and insignificant routine communications of minimal public interest. As the bulk of these emails increases, the burden to search through them and locate responsive records in the event of a CPRA request rises accordingly. Under the CPRA, the requester may be required to bear the cost of this data extraction - and indiscriminately mandating that emails be retained will thus make CPRA requests more expensive, perversely impeding public access. Moreover, for those costs that cannot be passed on to the requester, the public agency has no source for reimbursement, and must divert funds from other public programs.

Compelling public agencies to retain masses of routine emails - which neither the sender nor recipient otherwise thought important enough to save - imposes significant burdens on all concerned for minimal public benefit. This point is corroborated by the Department of Finance's analysis of AB 1184 (Gloria, 2019), a bill that is completely identical to AB 2093 that was vetoed by Governor Newsom. In their

Board of Directors
Maryalice Faltings

David Furst

Jan Palajac

Philip Pierpont

Beth Wilson

ITEM NO. 5-5

analysis of AB 1184, the Department of Finance wrote that “[t]he retention of non-pertinent e-mails and the need to search through those e-mails, particularly for less specific CPRA requests, increases the amount of time needed to complete CPRA requests. This makes compliance with the CPRA more difficult in these instances and *produces worse outcomes for persons and entities submitting those requests* [emphases added].”

To further underscore this point, the Governor’s veto message of AB 1184 read “[t]his bill does not strike the appropriate balance between the benefits of greater transparency through the public's access to public records, and the burdens of a dramatic increase in records-retention requirements, including associated personnel and data-management costs to taxpayer.”

AB 2093 will add millions of dollars in costs annually to the state and local agencies, including school districts. Public agencies will be forced to pay for additional data storage space as well as hire additional staff to sort through the millions of emails that are exempt from disclosure under the CPRA but mandated to be retained under AB 2093 in order to respond to public records act requests. Without the ability to be reimbursed for this costly unfunded mandate, public agencies will be forced to either raise fees and taxes or cut services to the communities they serve.

It is for these reasons that the Livermore Area Recreation and Park District must respectfully oppose AB 2093 (Gloria). Should you have any questions about our position, please feel free to contact us.

Sincerely,

Jan Palajac, Chair
Board of Directors
Livermore Area Recreation and Park District

cc: Raquel Mason, Legislative Assistant, Office of Assembly Member Todd Gloria
[Raquel.mason@asm.ca.gov]
Dillon Gibbons, Senior Legislative Representative, California Special Districts Association
[advocacy@cstda.net]

COMMITTEES SINCE BOARD MEETING		
OF JANUARY 29, 2020		
*=Written Report		
STANDING COMMITTEES		
Date	Committee	Chair & Member
	Facilities	Furst/Palajac
	Finance	Faltings/Pierpont
	Intergovernmental-EBRPD	Palajac/Pierpont
2/20	Intergovernmental-LVJUSD/COL/LARPD	Furst for Palajac/Pierpont
2/11	Personnel	Wilson/Faltings
2/20	Program	Furst/Wilson
AD HOC COMMITTEES		
Date	Committee	Chair & Member
	Ad Hoc Facilities re: Memorial & Commemorative Program	Pierpont/Wilson
1/30	Ad Hoc Personnel	Palajac/Furst
COMMUNITY OUTREACH LIAISON		
Date	Committee	Member
	Ala. Co. Special Districts Assn.	Faltings
2/5	Chamber of Commerce Business Alliance	Pierpont in for Furst
	Community Gardens	Wilson
2/18	ESS Parent Advisory Commission	Pierpont
2/18	LARPD Foundation	Faltings
2/5	Livermore Cultural Arts Council	Wilson
2/18	Livermore Downtown, Inc.	Wilson in for Palajac
	Ravenswood Progress League	Pierpont
		ITEM NO. 6