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June 22, 2026

Mr. Philip Pierpont
Board of Directors, Chairperson
Livermore Area Recreation and Park District (LARPD)
4444 East Avenue
Livermore, CA 94550

Re: General Manager Performance Evaluation Facilitation Services

Dear Chairperson Pierpont,

Thank you for the opportunity to support the Livermore Area Recreation and Park District (“LARPD”) in facilitating the performance evaluation process for the General Manager. Renne Public Management Group (RPMG) is pleased to provide structured facilitation services designed to support thoughtful evaluation, strengthen alignment between the Board of Directors and executive leadership, and promote continued organizational success.

About Renne Public Management Group

Renne Public Management Group (RPMG) is a division of the Renne Public Law Group (RPLG) based in San Francisco. Our firm’s attorneys, public policy experts, and executive leadership consultants provide services and solutions for most of the pressing needs and challenges facing public agencies.

RPMG services include everything required to support elected and appointed leaders. We offer a balance of perspectives with a practitioner’s mindset and proven record of successful implementation. This experience gives us a sensitivity that produces positive outcomes and ensures each of our projects are individually tailored to the unique needs of the client.

Project Team

The project team will include Nelson Fialho, Executive Director (Lead Facilitator), supported by Sonja Stott, Senior Management Analyst.

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The RPMG team will coordinate all aspects of the facilitation process, preparation of written evaluation materials, scheduling and meeting logistics, and follow-up support associated with the evaluation process.

Description of Process

RPMG's facilitation approach is designed to bring consistency, professionalism, and clarity to the performance evaluation process while creating an environment that supports candid discussion and forward-looking goal alignment.

When structured effectively, the evaluation process strengthens the working relationship between the Board of Directors and the General Manager, reinforces shared expectations, and helps ensure continued organizational success. Regular performance evaluations provide an opportunity to recognize accomplishments, identify areas for growth, and align priorities for the coming year.

Performance Review Process and Timeline

The performance review process will occur through the following steps:

Step 1 – Process Initiation

- RPMG meets with the Board Chairperson and/or designated Board leadership to discuss process and develop timeline.
- Facilitator distributes the process and timeline to the Board in closed session and discusses desired outcomes for the process
- RPMG and Board members review previous evaluation materials, goals, and relevant supporting documents
- Facilitator meets with the General Manager to review the evaluation process and timeline
- General Manager prepares and distributes self-reflection / year-in-review materials

Step 2 – Individual Board Member Evaluation Interviews

- Facilitator conducts confidential individual meetings with each Board member regarding the General Manager's performance
- Meetings typically range from approximately 1 to 1.5 hours
- RPMG synthesizes evaluation themes, priorities, and areas of emphasis for Board consideration

Step 3 – Closed Session Facilitation, Finalization and Follow-Up

- RPMG prepares first draft written performance evaluation

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- RPMG facilitates closed session evaluation discussions with the Board of Directors
- Facilitator supports Board discussion regarding performance feedback and future goals and priorities
- RPMG finalizes written performance evaluation material
- RPMG facilitates delivery of feedback to the General Manager in coordination with Board leadership

Budget and Payment Schedule

- **Performance Review Facilitation** - Professional services will be provided on a flat fee basis of \$12,750 for facilitation of the performance review process described in Steps 1 through 3. Billing will occur upon completion of the following project phases:

Step 1 – Process Initiation: \$4,250

Step 2 – Individual Board Member Evaluation Interviews: \$4,250

Step 3 – Closed Session Facilitation and Closeout: \$4,250

Flat fee pricing provides cost certainty to the District regardless of scheduling complexity or duration of individual meetings.

- **Reimbursable Expenses** - In addition to the Professional Services above, normal and direct out-of-pocket expenses associated with the project will be charged at cost. Total reimbursable expenses shall not exceed \$7,250 without prior written authorization from the District. Reimbursable expenses may include administrative support, printing and materials preparation, postage, travel if required, meeting logistics, and other direct project costs. All reimbursable expenses will be itemized and invoiced consistent with RPMG's standard billing practices.
- **Amendments** - Any amendments to the scope of services, schedule, or budget will require mutual written agreement between the District and RPMG.
- **Optional Multi-Year Facilitation Term** - At the District's option, LARPD may elect to establish a three-year term for performance evaluation facilitation services under the same general scope and fee structure described herein, subject to annual appropriation of funds and mutual agreement by the parties.

A multi-year arrangement provides continuity and consistency in the evaluation process while allowing the facilitator to maintain institutional knowledge of Board priorities, performance objectives, and organizational goals over time. The approach also enables RPMG to proactively manage annual calendaring, scheduling, and process coordination to

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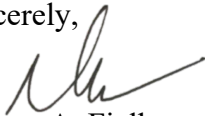
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help ensure that evaluation timelines, Board check-ins, goal-setting discussions, and related governance milestones occur on a regular and predictable basis.

Under this approach, RPMG would coordinate with the Board Chairperson and General Manager annually to establish key dates, facilitate periodic check-ins as requested, and ensure that performance evaluation activities remain aligned with Board expectations and District priorities.

RPMG appreciates the opportunity to support the Board of Directors and General Manager through this important process. Please feel free to contact me directly if you have any questions or would like to discuss any aspect of this proposal.

Sincerely,



Nelson A. Fialho
Executive Director

cc. LARPD Board of Directors
Mat Fuzie, General Manager
Andrew Shen, General Counsel
Sonja Stott, Senior Management Analyst

Accepted by:

Name: _____

Title: _____

Date: _____