



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 by noon on the day of the meeting.

AGENDA REGULAR MEETING

WEDNESDAY, SEPTEMBER 9, 2020, 2:00 P.M.

NOTICE: Coronavirus COVID-19

In accordance with Governor Newsom's Executive Orders, the Livermore Area Recreation and Park District Board of Directors and staff will be participating in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public may participate in the meeting electronically, and shall have the right to observe and offer public comment at the appropriate time during this Board meeting.

We have also provided a call in number, as identified on this Agenda, and encourage you to attend by telephone.

PARTICIPATION:

Please click the link below to join the webinar:

<https://zoom.us/j/94760296574?pwd=VktJNmZTRDRVJpU25Ua3YxZ0wzdz09>

Zoom Webinar ID: 947 6029 6574

Passcode: board

Or Telephone: Dial 1 669 900 9128

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

2. **PUBLIC COMMENT**

3. **CONSENT ITEMS** (Motion)

3.1 Approval of the Minutes of the Regular Board Meeting of August 12, 2020

3.2 General Manager’s Monthly Update to the Board – September 2020

4. **DISCUSSION AND ACTION ITEMS**

4.1 **ACCEPTANCE OF THE SUNSET PARK PLAYGROUND PROJECT AS COMPLETE**

The Board will consider accepting the Sunset Park Playground, LARPD Project No. 719, as complete, and authorizing the General Manager to file a Notice of Completion with Alameda County. (Resolution)

Resolution No. 2701, accepting the Sunset Park Playground, LARPD Project No. 719, as complete, and authorizing the General Manager to file a Notice of Completion with Alameda County.

5. **INFORMATIONAL ITEMS** (No Action Required)

5.1 **ONLINE ACTIVITY GUIDE**

The Board will receive a presentation on LARPD’s Online Activity Guide by Stacey Kenison, Marketing and Public Information Officer.

5.2 **ROLE OF DISTRICT IN EOC AND SERVICES**

The Board will receive information highlighting the District’s role as an Emergency Operations Center and services provided during these emergency situations by General Manager Mat Fuzie.

6. **COMMITTEE REPORTS**

7. **MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS**

8. **MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER**

9. **ADJOURNMENT**



Livermore Area
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**LIVERMORE AREA RECREATION AND PARK DISTRICT
REGULAR MEETING of the BOARD OF DIRECTORS**

DRAFT MINUTES

WEDNESDAY, AUGUST 12, 2020

2:00 P.M.

NOTICE: Coronavirus COVID-19

In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Board of Directors and staff participated in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.

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

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Mat Fuzie, Patricia Lord, Alexandra Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, David Weisgerber, Joseph Benjamin, Julie Dreher, Jessie Masingale, Leslie Shaw, Linda VanBuskirk, Megan Eddy, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Patrick Lucky, Robert Sanchez, Sandra Kaya, Stacey Kenison, Rod Attebery

OTHERS PRESENT: Stacey Swanson

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

Chair Palajac called the meeting to order at 2:02 p.m. All Directors were present, via Zoom. Chair Palajac led the Pledge of Allegiance.

2. PUBLIC COMMENT: There were no public comments.

3. CONSENT ITEMS (Motion)

- 3.1 Approval of the Minutes of the Regular Board Meeting of July 8, 2020
- 3.2 General Manager's Monthly Update to the Board – August 2020

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

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

4. DISCUSSION AND ACTION ITEMS

4.1 DISTRICT NOTICE 005 – REDUCTION IN FORCE

General Manager Mat Fuzie introduced the item. He reported that once it became evident that COVID-19 would become a protracted event, the District immediately began looking at its policies, procedures and budget. After reviewing current reduction in force policies with legal counsel and the California Association of Parks and Recreation Indemnity (CAPRI), a District Notice was established for implementing and managing temporary furloughs and permanent layoffs, ensuring the fair and equitable treatment of all District staff in the event a reduction in force is deemed necessary.

Administrative Services Manager Jeffrey Schneider highlighted principal changes to existing Personnel Rules and Regulations which included such areas as consideration of furloughs, the elimination of the “bump process” and elimination of unique processes for “competitive service” employees, specific criteria regarding furloughs vs. layoffs, and explicit mention that furlough and layoff decisions are not subject to District appeal. District Notice 0005 – Reduction in Force supersedes Section XV, “Abolition of Position”, and Section XVI, “Reduction in Force – Competitive Service Employees” of the District’s Personnel Rules and Regulations. District Notice 0005 was reviewed and recommended for approval by both the Personnel Commission on July 7, 2020 and the Personnel Committee on July 14, 2020.

Chair Palajac opened public comment. No public comments were received. Public comment was closed.

Moved by Director Wilson, seconded by Director Pierpont, adopted Resolution No. 2700, approving District Notice 0005, Reduction in Force, and approving revisions to the process for reduction in force of the District, by the following roll call vote:

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

5. INFORMATIONAL ITEMS (No Action Required)

5.1 PROGRAM UPDATES

Chair Palajac stated that the Board would receive updates from the General Manager and Staff on programs currently offered in their respective departments within the limits of the Alameda County Health Officer guidelines.

- a) Aquatics Supervisor Patrick Lucky reported on the Aquatics Department including water polo camp and youth swim groups.
- b) Recreation Department Manager Allie Ikeda reported on efforts to work with the Alameda County Health Department regarding adult fitness classes at the Aquatics Center. She also reported on front counter operations and recreational summer camps.
- c) Recreation Supervisor Joseph Benjamin reported on Facility Rentals and Operations.
- d) GM Fuzie announced that the District was called into action to support and assist the City of Livermore and Alameda County Emergency Operations Center (EOC). The Facility Operations team has been working with the City of Livermore this past month by opening the Robert Livermore Community Center as a Cooling Center during times of excessive heat.
- e) Youth Services Supervisor Nancy Blair reported on ESS programs and plans for the new school year. The first day of school will be August 25th. Preschool has been postponed until January.
- f) Community Outreach Supervisor David Weisgerber reported on Community Outreach and Senior Services – health and wellness via virtual classes and outdoor fitness classes; partnering with Open Hearth Kitchen to provide senior and hot meals Monday-Friday; providing educational resources to seniors; and technology tutoring and home repairs for seniors.
- g) Community Services Manager Jill Kirk reported on Open Space parks and trails, including Camp Sycamore. Planning for fall includes science camps throughout the school year.
- h) GM Fuzie announced that LARPD received another much-appreciated grant this year from the Cohen Foundation.
- i) Parks and Facilities Manager Fred Haldeman reported that his team continues to support Recreation, Parks and Open Space teams through maintaining sports fields, and realizing cost savings through water conservation efforts and preventive maintenance on air handling units.
- j) Administrative Services Manager Jeffrey Schneider reported on IT's successful connectivity efforts at the Sycamore Grove Park Ranger station; execution of three agreements regarding the District's solar project at the RLCC; the Finance team's work on year-end closing and the procurement process.
- k) Assistant General Manager Patricia Lord acknowledged Administrative Assistant Sandra Kaya's work on claims management.
- l) Marketing and Public Information Officer Stacey Kenison reported on virtual marketing and social media activities for community engagement and District unit support.

Board members expressed appreciation to staff for development of unique and creative ways in which the District can continue to serve the community while meeting the health guidelines through these programs.

6. COMMITTEE REPORTS

- a) Director Furst reported on the August 6, 2020 Facilities Committee meeting.
- b) Director Furst reported on the July 16, 2020 Program Committee meeting.
- c) Director Furst reported on the July 13, 2020 Alameda County chapter of the California Special Districts Association (ACSDA) meeting.

- d) Director Furst reported on the July 15, 2020 Livermore Chamber of Commerce Business Alliance meeting.
- e) Director Furst reported on the July 21, 2020 LARPD Foundation meeting.
- f) Director Pierpont reported on the July 20, 2020 Finance Committee meeting.
- g) Director Pierpont reported on the July 21, 2020 and August 3-4, 2020 Ad Hoc Budget Committee meetings. Chair Palajac added that staff have been helpful in looking at different ways of economizing so that the District may be protected yet still offer classes and activities to the public.
- h) Director Wilson reported on the July 14, 2020 Personnel Committee meeting.
- i) Director Wilson reported on the August 5, 2020 Livermore Cultural Arts Council (LCAC) meeting.
- j) Chair Palajac stated that the July meeting of the Livermore Downtown, Inc. was only a closed session meeting, so she was not in attendance.

7. MATTERS INITIATED/ANNOUNCEMENTS BY THE DIRECTORS

- a) Chair Palajac announced that LARPD has been requested to send a letter to the governor to permanently designate Tesla Park as a non-motorized preserve. Since this board has written six letters to elected officials regarding Tesla Park between April 2018-March 2020, she simplified the template letter provided. EA Linda VanBuskirk will provide the board members with a copy of the letter and will accept any revisions provided by the board before sending out the finalized version.

8. MATTERS INITIATED/ANNOUNCEMENTS BY THE GENERAL MANAGER

None.

9. OPEN SESSION DISCLOSURE REGARDING CLOSED SESSION ITEMS PURSUANT TO GOVERNMENT CODE SECTION 54957.7

Chair Palajac announced the Board would adjourn to Closed Session pursuant to Item 10 listed below. Open Session was adjourned at 3:12 p.m.

10. CLOSED SESSION

10.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: General Manager

11. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTION 54957.1

The Board came out of Closed Session at 3:41 p.m. and Chair Palajac announced that no reportable action had been taken in Closed Session.

12. ADJOURNMENT: The meeting was adjourned at 3:42 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

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



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GENERAL MANAGER'S MONTHLY UPDATE TO THE BOARD OF DIRECTORS ON ISSUES AND PROJECTS SEPTEMBER 2020

TO: BOARD OF DIRECTORS

FROM: MATHEW FUZIE, GENERAL MANAGER

Information contained in this report is intended to help keep the Board of Directors informed on current projects and study issues. Reported below is the most current and available information. Since work on these items is ongoing, the information is subject to rapid change. If a project or issue has not changed from the previous month's report, the information provided may be the same as was previously reported. Please note that some projects are not directed or managed by LARPD, but they are included below as informational only. More information and updates on the projects are posted on the District's website at <https://www.larpd.org/departments/cip>

GENERAL SUMMATION: August was a very difficult month for the District due to the many emergency declarations in place. We had our own open space fire from a lightning strike and heat wave that kept Sycamore Grove Park closed for a period. I spent time working with the various agencies to provide our resources in order to complete our role in the emergencies. More detail on our role will be forthcoming to the full board at our meeting on September 9. I continue to work both in the office and at home depending on the various factors and where it makes the most sense for me to work. I attended all of the Emergency Operations Center meetings as well as a CAPRI Board Meeting and InterGovernmental Committee meeting.

All indicators are for this COVID event to continue for a long stretch to come. We are providing as much programming as the Health Orders will allow and that make budgetary sense or are designated essential. We will continue this path well into the fall.

BOARD OF DIRECTORS:

Matters Initiated:

August 12, 2020 Board Meeting –

- Chair Palajac announced that the Board had been requested to send a letter to the governor to permanently designate Tesla Park as a non-motorized preserve. She stated that since the Board had written six previous letters to elected officials about Tesla Park between April 2018 - March 2020, she greatly simplified the template and will send a copy of the letter to all Board members to review it and to provide any revisions, if needed. – [*The finalized letter was mailed to Governor Gavin Newsom on August 13, 2020.*]

August 19, 2020 Public Meeting in the Park – (Canceled)

Board Members attended one board meeting, nine committee meetings, one LARPD Foundation meeting, and two community outreach/liaison meetings in August. Board members also attended Supervisor Scott Haggerty's State of the County Address. The Board Chair attended weekly meetings with the GM and core staff on the District's response to COVID-19 matters.

Board actions for the month included:

- Resolution 2700 – Authorized revisions to the process for Reduction in Force of the District – District Notice 0005.

ADMINISTRATIVE SERVICES - FINANCE/HUMAN RESOURCES/INFORMATION TECHNOLOGY:

Finance:

1. Ad Hoc Budget Committee: work to identify expense control opportunities began in earnest in July and continued to be a focal point for the Finance and HR teams in August.
2. Annual Audit FY19-20: Preparing for auditors' next visit to our offices in mid-September, which involves data and document gathering. Kudos to the Finance team for its work to date. All work has gone well thus far and the District is poised to conclude its audit in December, 2020 (would be earlier had there been no scheduling conflicts with the audit partner).
3. CARES ACT: After completing the District's efforts to submit its request for Coronavirus Aid, Relief and Economic Security Act (CARES) relief for COVID-related spending through the City of Livermore in July, we await the City's determination of the share of funds to be allocated to LARPD (special districts have not been designated to receive CARES relief to date).
4. Year-end Close: Preliminary results for the fiscal year 2019-20 have us at a negative operating contribution (revenue less operating expenses) of \$0.97 million, as property tax and expense accruals and other entries improved the net contribution by approximately \$300k versus what was reported last month.
5. July, 2020 Preliminary Financial results: On revenues of \$274k, the District's preliminary net operating contribution (revenue less expenses) is (\$1.1 million), which is \$92k better than the approved budget.

Human Resources:

1. Staff's day-to-day operations have been focused on addressing employee questions concerning COVID-19 and air quality related safety and leave considerations. As mentioned above, the HR team is playing a key role in support of the ad hoc budget committee's efforts.
2. Staff presented a new District Notice (0005) related to furlough and layoff processes to the Board of Directors at its August 12, 2020 session, and the Board approved it.

Information Technology:

1. Staff completed its deployment of 41 laptops/desktops, configured with Windows 10. Kudos to IT Technician Stevens for his efforts, which resulted in a smooth and effective process.

2. The connectivity project with AT&T to get fiber to the modular office at Sycamore Grove Park was finally completed (internet and phone access).
3. Staff worked with AT&T and Comcast to upgrade internet bandwidth ESS sites, with work estimated to be completed by the end of the month (some sites have been successfully upgraded already).

AGREEMENTS AND SPECIAL PROJECTS:
CAPITAL PROJECTS:

1. Construction on the Sunset Park Playground is done, and staff will present a recommendation to the Board at its September 9th meeting to officially accept the project as completed: Project spend is \$75k under the \$1.2million budget.
2. The District's Solar project at the RLCC is back on track, and City staff will present the RLCC lease extension and Sub-lease agreement to the City Council for approval on September 28th, assuming City staff's approval of the project's entitlement, which requires an updated site plan and project description that reflect two carport structures instead of three.
3. Staff is working with the City on its proposed parks and trails in the Isabel Neighborhood Specific Plan. Work to assess the impact of the project on LARPD's parcel taxes was completed and submitted to the City on August 24th, and work will proceed to update earlier estimates for park maintenance expenses.
4. The Michell School project to replace portable buildings for the Extended Student Services program in conjunction with Livermore Valley Unified School District continues, with the current focus being on design work and obtaining Division of State Architect (DSA) review. Spending on the Michell project is currently projected to be \$1.375M, or \$125k below the \$1.5million project budget, which includes a contingency of 10% on all building-related costs (fabrication, foundation, and delivery/installation).
5. In response to the COVID-19 pandemic, the District has suspended other Capital Improvement Projects until further notice.

COMMUNITY SERVICES:

Youth Services: The last day of summer programming was August 22, 2020. School begins with distance learning on Tuesday, August 25th. ESS is offering full day programs and a few part day programs to support working parents during distance learning. Staff has been busy enrolling students and we have full rooms at each site.

ESS staff has done an amazing job working on the front line since May 4th. They have adapted their programs to follow strict COVID-19 guidelines developed by Alameda County Public Health Department. They are an amazing group of child care professionals – we are lucky to have them.

PAL will not be opening due to a lack of interest at this time. Things may change when the school moves to hybrid learning.

Preschool programs are on hold until January.

The reduced staff at Trevarno is doing an admirable job supporting each other, program staff, and parents.

Senior Services / Community Outreach:

Senior Services: This month staff has continued to serve Livermore Seniors with a combination of virtual and outdoor classes. August began with a free virtual class by retired social worker, Lani Hickman, who taught “Mindful Stress Reduction” techniques, tips and tricks. Recreation Coordinator, Kathy Lake, starred in the latest edition of “Cooking with Kathy in the Bunkhouse” where she taught her recipe for Tortellini Chicken Potato Salad on the LARPD YouTube Channel and hosted a Zoom Social with the 50+ Fun Activities Club after the premiere. Outdoor fitness offerings were expanded to include Yoga and Deep Relaxation Through Guided Meditation. Senior Services is now running 12 outdoor fitness classes at three locations. Unfortunately, statewide fires and unhealthy air quality forced staff to postpone several classes in late August. Instructors will make up any missed classes at the end of the session.

Community Outreach / Volunteers: On August 28, staff debuted “Friday Fun Days” where volunteers have the opportunity to create inspiring signs while spreading joy and connection during the senior lunch program. This pilot program is scheduled for the next few Fridays and will likely be offered several times per month. Staff has continued working at both the RLCC meal service and in the Open Heart Kitchen main prep kitchen site along with Tri-Valley Haven Mobile Food Pantry packing and delivering of grocery bags to Livermore Senior Living Communities providing meals and groceries to hundreds of seniors each week.

Open Space: On Sunday morning, August 16th Sycamore Grove Park was struck by lightning which started a fire. While fire is a natural activity, we unfortunately lost 178 acres of our beautiful open space to the fire.

Since then, our staff has been diligently working on putting out any smoldering trees left from the fire and cutting down trees that could be dangerous to the public. We are excited about opening back up to the public and welcoming our community to a safe Sycamore Grove Park.

Due to the SCU fire, Sycamore Grove Park was put on an evacuation warning on Saturday, August 22nd. Once we were notified, the staff secured our valuable items, i.e. the trailer, tractor, and program supplies that are hard to replace in a safe place.

RECREATION:

Our staff continues to work closely with the Alameda County Health Officer in regards to the current Health Order to receive clarification and approval for the programs and services that we are allowed to provide to our community. Aquatics is running a water polo swim camp and renting pool space to aquatics organizations. Staff are working with our sports organizations and renting out field space for their program needs. Staff continues to offer creative and engaging programming to our community while working interdepartmentally to ensure we are following the current Health Order to limit the transmission of COVID-19 within our programs and services.

We continue to support Community Services Senior Lunch Program with setup, takedown, and the cleaning of the Robert Livermore commercial kitchen Monday through Friday. Facility staff continues to clean the park restrooms Sunday through Saturday, as well as cleaning the Robert Livermore Community Center and the Recreation Building during operating hours to ensure our

facilities are clean and safe for staff, program participants, and community members. Our Front Counter Staff are serving the community and supporting District staff Monday through Friday from 8:00am-2:00pm with over the phone inquiries, and program registration and updates. This month was extra exciting as the District was called into action to support and assist the City of Livermore and Alameda County Emergency Operations Center (EOC). The facility operations team has been working with the City of Livermore this past month by opening the Robert Livermore Community Center as a Cooling Center for excessive heat and poor air quality due to the surrounding fires. From Sunday 8/23 to Tuesday 8/25, the District assisted the Alameda County Emergency Operation Center by opening the Robert Livermore Community Center as a Temporary Evacuation Point (TEP) in response to Cal Fire's voluntary evacuation orders for the unincorporated areas of Alameda County due to the SCU Lightning Complex Fire and Red Flag Warning. The TEP was operated by the County in partnership of the American Red Cross, the Society for the Prevention of Cruelty to Animals (SPCA), the City of Livermore, and the District. The American Red Cross was held in the Cresta Blanca Ballroom, and the SPCA was in our Larkspur Room. The TEP was not a shelter; the County's goal was to provide a safe location for individuals who were affected by the temporary evacuation notice to go to and to receive support in finding temporary housing and assistance for their animals. The District supported the County's EOC with facility operations and custodial; this was a 24-hour TEP.

MARKETING AND PUBLIC INFORMATION:

Public Information: August has been an interesting month with many unexpected twists and turns. The high temperatures and the fire in Sycamore Grove Park on Sunday, August 16 sparked a series of events in which this unit offered support. We provided urgent public information notifications and messaging regarding the opening of a cooling center, and later a clean air center in response to the fires impacting Livermore and Temporary Evacuation Point, at the Robert Livermore Community Center.

Marketing: The team created and launched a virtual Parks & Play activity guide for the fall season, creating a brand new interactive and visually appealing web page. An online activity guide provides the opportunity to edit quickly as programs may change for any reason, including changes in the Health Order, and keep the information current. *Going Green* and moving away from the traditional print activity guide resulted in a nearly \$22,000 cost savings to the District.

Special Events: Planning is underway for several events including the annual "Dogtoberfest" event which is going virtual for 2020, "Unity Day" – an event in celebration of National Bullying Prevention Day, and "Halloween Spooktacular Week" – a week of virtual Halloween challenges and contests. The official launch of the "50 Miles in 50 Days Fitness Challenge" began on August 29. Participants need to sign up by September 6 to receive a commemorative t-shirt. Visit larpd.org to register.

PARK MAINTENANCE and FACILITIES:

Irrigation Repairs:

Main Lines	2
Lateral Line Repairs	0
Sprinkler Repairs	60
Valve Box Repairs	2
Controllers Repairs	1
Irrigation Valve Repairs	17
Gallons of Pesticide Sprayed	94

Graffiti Abatement Hours 5

The Parks team was very busy in August with pruning and mechanical weeding at parks. They performed extensive broken branch removal at multiple parks and ongoing trail maintenance. The Trevarno Garden prep work was completed and Tot Lot inspections were conducted. Staff training topics covered heat stress and hearing safety. Staff assisted with the Sycamore Grove Park wildland fire clean up. Staff also continued maintenance work at the Rodeo Grounds and Ravenswood Historic Site.

The police were called to Robert Livermore Community Park due to a suspicious person with 10 bicycles; an arrest was made by LPD.

Staff Report: Field Supervisor, Robert Martinez retired as of 8/21/2020.

Mechanic's Report:

Vehicle Repairs	7
Mower and Tractor Repair	6
Small Equipment Repairs	8

Shop maintenance, rangers call out, road call and security training.

Living Arroyos: Living Arroyos used 36,250 gallons of water at 10 different mitigation sites for the City of Livermore and Zone 7 Water Agency during the month of August.

Facilities: It's been a hot and smoky month for the Facilities team.

- We have updated all of the park signage to reflect the new hours of operation.
- Added signage to trash cans that will be removed from the parks.
- Created an accessible pathway in Sycamore Grove Park.
- Demolished a steel storage enclosure and performed site prep in Independence Park.
- Repaired several damaged gates and fences throughout the District.
- Began painting inside the RLCC.
- Performed slide maintenance in Aquatics.
- Finished the restoration of the Ravenswood fountain.
- Began servicing drinking fountains throughout the District.
- Repaired a broken sewer main at Marilyn ESS.
- Inventoried damaged benches throughout the District and ordered parts under full warranty.
- Performed Preventive Maintenance on Air Handling Units at the RLCC.
- Added hot water for shower and kitchen sink at the Cross House in Sycamore Grove Park.

Respectfully submitted,



Mathew Fuzie
General Manager

Livermore Area Recreation and Park District Staff Report

TO: Chair Palajac and Board of Directors

FROM: Mat Fuzie, General Manager

PREPARED BY: Jeffrey Schneider, Administrative Services Manager
Michelle Newbould, Administrative Assistant/CIP

DATE: September 9, 2020

SUBJECT: **Acceptance of the Sunset Park Playground Project,
LARP Project No. 719**

RECOMMENDATION: That the Board of Directors adopt Resolution No. ____, accepting the Sunset Park Playground Project, LARP Project No. 719, as complete, and authorize the General Manager to file a Notice of Completion with Alameda County.

BACKGROUND: The previous Sunset Park Playground, which was 20 years old, was removed in 2017 as part of the process to save a 200-year-old valley oak tree. An earlier plan that included three separate play areas set along a “Play Trail” was scrapped at the May 9, 2018 Board meeting, and staff were instructed to begin the project anew, with a designated total budget of \$1.2 million, which included a construction cost estimate of \$907k including contingency.

On August 30, 2019, bid documents for the Sunset Park Playground Project were published. The Board of Directors awarded the contract for this project to GoodLand Landscape Construction, Inc. in the amount of \$870,524 on October 30, 2019.

The scope of work under the contract involved construction of a new playground to replace damaged/removed playground, new tables, new benches, new shade structures, new concrete flatwork, new drainage items such as drywells and turf and irrigation.

Additionally, during excavation of the old Sunset Park playground back in December 2019, a shallow unidentified PG&E electrical line was found running through the playground to the existing PG&E meter & irrigation controller which would have conflicted with the new play equipment footings. As a consequence, all associated conduit was to be re-routed around the proposed playground footprint, with a new irrigation controller and relocated PG&E meter located close to the Geneva St. sidewalk. The irrigation in the existing lawn areas also needed to be upgraded to work with the relocated controller location.

FINANCIAL SUMMARY: This project was funded through AB1600 (developer) fees, and was completed under budget. Table 1, below, provides a detailed view of actual spending versus the approved budget. Bottom line: The project was completed at \$1,124,522, or \$75,478 below budget.

TABLE 1

Sunset Park Financial Summary

Budget		Actual
\$ 81,700	RRM Final Design - 7/23/18 Agreement - spend to date	\$ 92,440
\$ 12,000	RRM Construction Administration Not-to-exceed agreement	
\$ 13,572	O'Dell Project Mgmt - spend to date through Oct19 (from FY18-19 on)	\$ 61,000
\$ 56,428	O'Dell Project Mgmt - remaining project spend estimate	
\$ 11,140	Permits (actual)	\$ 11,140
\$ 6,000	Estimate - Geotech (soil compression testing, etc....)	\$ 10,104
\$ 1,500	Legal costs to address formal contesting of Low Bid	\$ -
\$ 1,000	COL cost Bid Review Invoice	\$ -
\$ 870,524	Goodland Landscape Construction, Inc.	\$ 936,938
	J.D. Cahill Electric (work with PG&E to address unanticipated electrical line issue)	\$ 12,900
\$ 146,136	Contingency	
\$ 0		
\$ 1,200,000	Total Project Spend	\$ 1,124,522
	Amount Under/(Over) Project Budget >	\$ 75,478

**THE BOARD OF DIRECTORS
OF THE
LIVERMORE AREA RECREATION AND PARK DISTRICT**

RESOLUTION NO. _____

**A RESOLUTION ACCEPTING THE FOLLOWING PROJECT AS COMPLETE:
719-Sunset Park Playground**

BE IT RESOLVED, by the Board of Directors, as the governing body of the Livermore Area Recreation and Park District, that the project listed above is hereby accepted as complete, and the General Manager is hereby authorized to file a Notice of Completion with Alameda County.

ON MOTION of Director _____, seconded by Director _____, the foregoing resolution was passed and adopted this 9th day of September, 2020, by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved this 9th day of September 2020,

Jan Palajac
Chair, Board of Directors

ATTEST:

Mathew Fuzie
General Manager and ex-officio Clerk to the Board of Directors

