

LIVERMORE AREA RECREATION & PARK DISTRICT
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MONTHLY REPORT FOR OCTOBER 2018 (#72-04)

TO: BOARD OF DIRECTORS
FROM: MATHEW FUZIE, GENERAL MANAGER

GENERAL SUMMATION: October and the first part of November have been filled with project starts and finishes. Many CIP projects are underway and contracts for others are being written. Staff continues to work on full time and part time designations. On a professional level, I continue to meet my colleagues in other agencies and entities. I have met with the City of Livermore, LVJUSD and the East Bay Regional Park District. I continue to work with staff to learn their roles and responsibilities in order to refine our ability to deliver quality services. One important item of note related to diversity -- We are working as a team to identify ways we can improve the diversity of our visitors as well as the services we provide. To that end we have decided to print the Program Guide in Spanish and provide this to the community. It will also be available on our website via a link. I was also very pleased to realize that our employee workforce very closely matches the demographic of our community and we have many more bilingual employees than I would have anticipated.

Matters Initiated:

October 10, 2018 Board Meeting -

- **Please bring a discussion on the Garaventa Wetlands and potential impacts from the Garaventa Hills residential development by Lafferty Communities at the November board meeting so that the Board may take a position on that. (Furst)** *This will be a closed session discussion based on information received from the City of Livermore Planning Department.*
- **Please relay the opinions voiced this evening by Gina Tuft of Livermore regarding a dog park area at Sunset Park to RRM Design Group at its next meeting regarding Sunset Park Playground and its proposed plans. (Faltings)** *Completed.*

October 24, 2018 Board Meeting -

- No matters initiated

BOARD OF DIRECTORS: Board Members attended two regular board meetings, a ribbon cutting ceremony at Sycamore Grove Park Trail, Dogtoberfest, an ESS Parent Advisory Committee meeting and four committee meetings. Directors also attended meetings at the following:

- Chamber of Commerce Business Alliance
- #LivValBiz Awards & State of the Chamber Reception
- CARPD Board Meeting
- City of Livermore LAYAC Advisory Body Interview Panel
- Livermore Cultural Arts Council
- Livermore Downtown

Board actions for the month included: Authorized the addition of \$74,440 to the approved budget for Capital Improvement Project #720, "Robertson Park Synthetic Turf."

ADMINISTRATIVE SERVICES - FINANCE/HUMAN RESOURCES/INFORMATION TECHNOLOGY:

Finance: Delivered its review of financial results for Q1 FY18-19 to the Finance Committee (report will be distributed to all board members). Results are favorable to budget and better than Q1 last year, but significantly favorable results due to timing of work in services and supplies (maintenance and professional services) are artificially magnifying our bottom line favorability.

Audit: As of the end of the month, we are down to a few modest deliverables for the audit and remain on pace to easily achieve our goal of completing our audit process by January, 2019.

Human Resources and Payroll: Our focus has been on doing the analysis and research to support a revised set of definitions for full-time and part-time benefited staff and related benefit levels. Staff presented preliminary work to the Finance and Personnel committees and the Personnel Commission and will conclude its work in time to communicate changes to all affected staff prior to the onset of the upcoming open enrollment period (which kicks off Dec 3rd).

Staff also have found an improved alternative to the current Cigna dental offering and the District will be migrating to the county's Delta Dental plan, which will allow for lower costs, better service offerings, and a larger provider network.

Information Technology: IT has identified a fix to our Wi-Fi coverage at the RLCC that will enable complete coverage (no dead spots) throughout the facility, including the recreation building and the aquatics center. We have also established true redundancy for our internet services to the RLCC so that if our main connection via AT&T fails, we can seamlessly failover to a Comcast alternative. We did this using existing infrastructure and, as such, are enabling this functionality at no marginal cost.

YOUTH & SENIOR SERVICES/VOLUNTEERS:

Preschool: Happy Fall! This is such a festive, fun time for Preschool. We focused on friendship, fall, harvest, and fire safety. We had fantastic fun at G&M Farms: hay rides, educational presentation, hay stack maze, corn pit, and choosing our own pumpkins were included. Christensen Preschool hosted our monthly curriculum meeting. They shared apple harvesting activities. The teachers had created an outdoor felt apple picking/sorting activity. We also covered flu prevention and fire safety tips.

ESS/PAL: PAL programs are half way through their Pro Bowl try outs and training. Their game will be played at Cayetano Park under the lights on November 16th, kick off at 7:00 pm. This is an exciting night for the students and their families to come together and cheer for their kids. Many of the ESS staff has completed CPR and First Aid training this month and all ESS sites are busy with the Desired Results Developmental Profile – DRDP assessments that are due in December.

ESS sites will be doing their Environmental Rating assessment in November and parent surveys go out in March. We are very busy. Halloween is alive and well at the sites and some sites have had family costume parties. PAL took students to Pirates of Emerson which is always a fun and scary field trip. All sites are busy planning fun activities for students during Thanksgiving break and many are having feasts the Wednesday before Thanksgiving.

Seniors – 50+: Staff has observed an increase in the attendance of the senior congregate meal program. A review of the average daily attendance shows that Open Heart has served an ADA of 26 seniors in 2015, 33 in 2016 and 42 in 2017 in the senior (60+) congregate meal program at the RLCC.

Living OUT in Livermore Support Group started this month on the second Tuesday of each month from 2-3:30 pm in the Arroyo Room. This is a peer support group facilitated by trained peers or staff from the Pacific Center of Human Growth in Berkeley. Medicare and the Open Enrollment Period workshop had 32 attendees. Legal Assistance for seniors provided the workshop and had many handouts. There were a lot of questions from the seniors and there was a large age range of attendees. We had quite the group attend the Campo di Bocce 50+ Activity, and the flower arranging social, which was led by our volunteer Gayle Thorsen-McCune.

The Senior Trip Program traveled to Budapest, Hungary for a two-night pre-trip before enjoying an eight-night cruise on the Danube River. The trip ended after a three-night post-trip stay in Prague. Day trips included High Hill Ranch in Apple Hill, Half Moon Bay, the Bay Model in Sausalito, Santana Row for lunch, and then a tour of the Winchester Mystery House.

RECREATION:

Adult Sports: Our Adult Softball program was completed this month. Although it was a smaller league, the participants enjoyed their season. We have officially started our Adult Soccer and Basketball Leagues this month; with increased registration, we are excited for the upcoming season.

Aquatics: The Robert Livermore Aquatic Center hosted the American Red Cross Instructor Candidate Academy which had participants from across the nation. The LARPD Lazars Water Polo Teams hosted two tournaments with over 29 teams in attendance from around the Bay Area. On Saturday, October 20th, we hosted the 3rd annual Pool Pumpkin Patch. We had over 250 attendees enjoying the festivities, arts and crafts, and diving for pumpkins.

Café: The Café is currently closed for the winter; however, we open for private events that may need food services. In October, the Cafe provided the food and beverages for our annual Dogtoberfest. The Pretzels and bratwursts were the popular snack for the day.

District Operations: District Operations continues to be an important function for the day-to-day activity with the Livermore Area Recreation and Park District. Staff continue to support programming District-wide with the facility room setup and take down, provide safe and clean room space and restrooms, and support event rentals District-wide. This past month, staff attended the CPRS District 3 Fall Institute that was held on October 10th. This training provided and opportunity for staff to attend an all-day training focused around Parks and Recreation.

Equestrian Center & Picnic Rentals: CGA-District #6 completed another successful Gymkhana event at the Covered Arena. We also welcomed the Tri Valley Trailblazers with a play day on horseback, and we supported the Rotary Club Run from Carnegie Park through Robertson Park trails. The Picnic Rental season is coming to an end as we approach the winter months. We are looking at our internal processes with the Park team on how to better serve our community.

Facility Event Rentals: October has become our busiest rental month of the year. This past month, we have hosted 17 weddings and multiple photo permits at Ravenswood, Waxie Sanitary Supplies held their annual business-to-business expo in the Cresta Blanca Ballroom, Alameda County held multiple training sessions in preparation to the upcoming November election, and we hosted the City of Livermore with their rental requests. Our rental business is continuing to grow as we provide a unique facility with many desired features and amenities.

Field and Gymnasium Rentals: Fusion Soccer held their annual Ghouls and Goals tournament at Robertson Park with over 52 teams participating featuring co-ed players between 9-12 years old. We had over 500 players along with parents, and other spectators attend this high-profile event.

Front Counter Operations: Our Front Counter staff is the face of the District and is the first person our community comes into to contact with. It is our goal to ensure that we provide excellent customer service, and a willingness to assist them with their registration needs. This past month, our staff processed over 496 registration transactions, as well as answered hundreds of phone inquiries, and assisted guest during their rentals at the Robert Livermore Community Center and Recreation Building. They continue to work hard and support the District.

Marketing and Communications: The Marketing team is currently producing the Winter/Spring 2019 Activity Guide. A new format has been implemented to enhance an easier to read format. By making this change, staff was able to coordinate content and shave off eight printing pages without jeopardizing the integrity of the Activity Guide. The Marketing team continues to work with staff on creating and implementing a consistent look and feel for program flyers, posters, and other program marketing materials. Our presence on Facebook and Instagram continues to increase as we post fun and interactive photos, content, and videos. The marketing table at Dogtoberfest was a hit with fun give a-ways from BarkBox, Petco, and useful clip on “poop bag” holders. A new and exciting event was started with the Livermore Area Recreation Park District as we celebrated Unity Day on October 24th. This special day is recognized as national bullying prevention day and supports kindness, inclusion, and acceptance of all people. With 97 staff participating and supporting this special day, we hope to continue our support of Unity Day and make it a yearly event for the District.

Recreation Classes: As we approach the winter months, we are currently evaluating our recreation classes, programs, and camps for this coming summer. Part of this process is coming together as a department and collaborating on combining our efforts and supporting one another with our ideas and scheduling.

Special Events: On Sunday, October 14th, we held our annual Dogtoberfest event from 11:00am to 3:00pm in the Robert Livermore Park. The event included thirty dog-friendly vendors, and included pet contests from pet/owner look alike, ugliest dog, and best trick. The day was a success filled with food, friends, and family pets.

Youth Commission: The Livermore Area Youth Advisory Committee meets on the first Monday of each month at 7:00pm in the Elbow Room in the Robert Livermore Recreation Building. On Monday, October 1, 2018, there were 13 commissioners in attendance, as well as the City of Livermore’s Assistant Attorney who presented training on the Ralph M. Brown Act. Commissions also held their 2018-2019 elections for the Chair, Vice Chair, Secretary and Communications positions.

Youth Sports: Our basketball programming continues to be a popular sport here in Livermore. Both the Basketball Academy and CA Basketball League continue to meet their max registration capacity and develop waitlists. To help try and accommodate our increasing demand, we have increased the number of registration sessions offered throughout the year.

OPEN SPACE:

General: Open space staff patrolled open space facilities and regional trails as well as other District facilities and parks. Sycamore Grove Park hosted a ribbon cutting for park visitors and LARPD and EBRPD Board and staff members for the completion of the paved path project.

Operations & Maintenance: Open space staff and volunteers performed maintenance on trails and trimmed trees near trails and public areas.

Public Safety: Rangers responded to dog off leash complaints in various LARPD parks. Rangers responded to a fallen tree branch on the Arroyo Mocho trail and to Robertson Park for report of homeless encampments.

Resource Management: Staff and volunteers maintained native plantings and removed noxious non-native plant species from Sycamore Grove Park.

Volunteers: Open Space volunteers worked 113.75 hours performing maintenance on the native gardens, resource monitoring and documentation, performing visitor services, and training.

Environmental/Outdoor Recreation Programs: Open space staff conducted educational programs for twenty-six school classrooms, and three Hoot Owl hikes. Healthy Parks Healthy People programs are being held monthly.

Interpretive Programs: Staff conducted seven weekend nature and recreational programs for the general public.

Monthly Totals

Sycamore Grove	7368
Daily Average Attendance	237
Horse Trailer Parking Use	67
Parking Fee Revenue	\$2984
Nature Program Attendance	1251

PARK MAINTENANCE:

Event Preparations:

- Park Permits: 1 Intent to Use Permit, 3 on-going permits, 2 Park Rentals
- Other Permits: 1 Jump House Permit
- Equestrian Special Events: 1 Gymkhana, 1 Payday on horseback

Graffiti and Vandalism Clean-up: Total Hours: 10.25

- Park Staff Graffiti (parks & trails) 6.75 hours
- Park Staff Vandalism (parks & trails) 3.5 hours

Homeless Clean Up: Total Hours: 10 hours

- 10/1 Robertson 3 hours
- 10/2 Independence 15 min.
- 10/11 Sunken Gardens Skate Park 15 min.
- 10/19 Bothwell 30 min.
- 10/19 Mocho 30 min.
- 10/22 Mocho 2.5 hours
- 10/23 Sunset 3 hours

Irrigation Repairs:

- Mainline: 1
- Sprinkler: 62

- Irrigation Valve: 12
- Lateral Lines: 3
- Controller: 1
- Valve Box: 5
- Backflow Testing: 19
- Backflow Repairs: 2

Enhancement Repairs:

- Drinking Fountain Installation: 2
- Park Signage Installations: 8
- Playground Repairs: 3
- Covered Arena Groomed: 3 times
- Turf Vandalism Repairs: 2
- Aerating, fertilizing and seeding: 6 days

Mechanical Report:

- Service and Repairs: 10 vehicles, 7 mowers & tractors, 5 small equipment repairs
- Shop maintenance
- Meetings
- Multiple equipment jump starts
- Pulled the Toro from the mud

Contracted Tree Services:

- Trevarno: tree cleared over power lines
- Murrietta Meadows: Pepper trees trimmed for clearance
- Marlin Pound: 9 stumps ground
- Hagemann Park: Stump ground

Weed Control:

- Post and Pre-emergent spot sprayed: 19 parks, 5 trails
- Weeding & Suckering: 15 parks, 3 trails
- Rodent Control: 7 parks, 23 treatments
- Dogtoberfest Set Up and Take Down

Living Arroyos Program:

- Personnel Hours: 214
- Water Usage: 5,450 gallons
- Weeding: 520 gallons of invasive weeds removed
- Mow: Woodland understory on the Arroyo Mocho at Stanley Reach
- Volunteer Events: 2
 - 10/6 Touriga Creek: 15 Volunteers removed trash and cut down invasive privets
 - 10/20: Arroyo Mocho 36 Volunteers spread mulch and removed invasive stinkwort

Respectfully submitted,



Mathew Fuzie
General Manager