

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

DRAFT MINUTES

Monday, January 25, 2021
1:30 PM

NOTICE: Coronavirus COVID-19

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

Committee Members Present: Philip Pierpont, James Boswell

LARPD Staff Present: Mat Fuzie, Allie Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, David Weisgerber, Joseph Benjamin, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Megan Shannon, Michelle Newbould, Nancy Blair, Patrick Lucky, Robert Sanchez, Vicki Wiedenfeld

Others Present: None

1. **Call to Order:** Committee Chair Pierpont called the meeting to order at 1:30 p.m.
2. **Public Comment:** There were no comments from the public.
3. **Review of the Function of the Finance Committee, its Scope and Role in the Budget Process:**

The Committee and staff discussed the primary functions of the Finance Committee, its scope and role in the budget process which include reviewing and recommending to the Board policy items relating to the following areas: financial performance and reporting; financial leadership; fiscal goals, planning and policies; the budget process; and audit review.

- ASM Schneider announced that in March, the Board will conduct a Budget Workshop after preliminary review by the Finance Committee, which will include an 18-month budget projection.

This item was discussion only and no committee recommendations were made nor action taken.

4. December 2020 Financials Review

Administrative Services Manager Jeffrey Schneider provided in-depth financial schedules which detailed the 1) District's Preliminary Actual Results for December 2020 and 2) the Year-to-date Preliminary Actual Results through December 2020. Results by Unit/Department showed Actual results compared to Approved Budget and the 9/22 Board Approved Forecast.

This item was discussion only and no committee recommendations were made nor action taken.

5. Finance Team Goals and Objectives for 2021

ASM Schneider updated the Committee on "Administrative Services – 2021 Goals and Objectives – FINANCE" a list of items showing the financial, administrative and procurement goals and objectives with proposed completion dates by quarter.

This item was information only and no committee recommendations were made nor action taken.

6. Matters Initiated:

GM Fuzie made the following announcements:

- a) LARPD will move forward with the May Nissen Pool Replastering project. The goal is to get this pool up and running as soon as possible for swim lessons or swim teams.
- b) Some community projects will now be planned in anticipation of the resumption of CIP project activity such as the Bike Pump Track. It has been determined that AB 1600 funds could be used for funding this project as it will add capacity to the park system.
- c) The Personnel Committee and Finance Committee will be engaged in determining how the District addresses key salary and benefit considerations, such as a COLA, step increases, health program contributions, and other position-specific changes that were made last year due to the financial uncertainty brought on by the COVID-19 pandemic.
- d) Committee Chair Pierpont announced that Alameda County Health Officer Dr. Moss stated that restaurants may be open at 50% capacity for indoor dining by the beginning of May. As a result, the District should prepare to be ready for both possibilities that things may get worse or they could get better. GM Fuzie added that as of last Thursday, Livermore reported COVID numbers at 41 cases per 100,000 while this morning the numbers dropped to 25 cases per 100,000.

7. Adjournment: The meeting was adjourned at 3:06 p.m.