Livermore Area Recreation and Park District

FINANCE COMMITTEE

DRAFT Minutes

August 10, 2026
3:00 p.m.

Robert Livermore Community Center
4444 East Avenue, Livermore, CA 94550-5053
West Wing Conference Room

Committee Members Present:	Chair James Boswell, Director Jan Palajac
Committee Members Absent:	None.
Staff Present:	Jill Kirk, Community Services Manager Julie Dreher, Finance Manager (FM) Kendahl Hettick, Management Analyst Mathew Fuzie, General Manager (GM) Rene Venus Dalusong, Executive Assistant
Others Present:	Larry Bird

1. **Call to Order**: Chair Boswell called the meeting to order at 3:02 p.m.

2. **Public Comment**: Chair Boswell opened public comment. No public comments were received, and public comment period was closed.

3. **Approval of the Minutes**: **Finance Committee Meeting held on July 6, 2026.**

   - **Action**: The July 6, 2026, Finance Committee meeting minutes were approved as submitted.

4. **Fiscal Year 2025 - 2026 Preliminary Financials**: FM Dreher provided an update on the June 2026 financials, Reserve account balances, and preliminary FY 2025–26 year-end results (Supplemental Items 4 and 5). Staff are awaiting several significant revenue items, including the District's Teeter property tax distribution expected in late August. A preliminary year-end financial position will be provided once these items are received. Final results will be confirmed after the annual audit.

   - **Action**: No Committee action was taken. This was an informational update only.

5. **Reserve Account Balance Review**: This item was discussed under Item 4.

6. **Cal Card Automation Process Update**: Cardholders received instructions to set up their online accounts. Finance staff will then set up approval workflows and default accounting codes for electronic receipts, expense coding, and transaction approvals. Board Members will continue submitting receipts as they do today; Finance staff will process their transactions electronically.

- **Action**: No Committee action was taken. This was an informational update only.

7. **Fixed Assets Implementation Update**: Finance staff have begun implementing the Fixed Assets module in Business Central. Staff will complete the implementation internally instead of using a consultant, resulting in cost savings. Once configured, staff will load all District assets into the module and reconcile the totals with the audited financial statements. Estimated completion is before the end of the calendar year.

- **Action**: No Committee action was taken. This was an informational update only.

8. **Financial Policies Update (Standing Item)**: FM Dreher announced that policies for GASB Statements 103, 104, and 105 may need to be implemented this year. Staff will review the new requirements and determine whether they apply to the District.

- **Action**: No Committee action was taken. This was an informational update only.

9. **Future Agenda Items / Matters Initiated / Announcements**:

a) The Committee agreed to reschedule the September 7, 2026, Finance Committee meeting to September 14, 2026, at 3:00 p.m. in observance of the Labor Day holiday.
b) Chair Boswell provided an update on Visit Tri-Valley's proposed event center in Dublin, which could host sports, concerts, conferences, and other large events. Visit Tri-Valley is now seeking support from other neighboring cities.
c) GM Fuzie noted that the Surplus Assets List update will be presented to the Board at a future Board meeting.
d) GM Fuzie announced that Jeremy Walsh of Embarcadero Media Foundation is working with staff to reserve a facility for the Candidates Forum.

10. **Adjournment**: The meeting adjourned at 4:01 p.m.

/Rvd

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: ACTUAL Results For the Month of Jun, 2026

	FY23-24	FY24-25	FY25-26		Variance:	
	Actual	Actual	Actual	Budget	$	%
Revenue						
Taxes	$821,078	$799,808	$781,278	$815,898	($34,620)	(4%)
From Operations	1,106,749	1,198,396	1,257,380	1,156,222	101,158	9%
Total Revenue	**$1,927,827**	**$1,998,204**	**$2,038,658**	**$1,972,120**	**$66,538**	3%
Salary and Benefits	**1,454,233**	**1,654,418**	**1,926,857**	**1,948,487**	**21,630**	1%
Services and Supplies	**887,711**	**1,093,153**	**921,921**	**949,941**	**28,020**	3%
Operating Capital	**0**	**0**	**0**	**0**	**0**	-
Sub-total, Expenses	**$2,341,944**	**$2,747,570**	**$2,848,778**	**$2,898,428**	**$49,650**	2%
Net Operating Results	**($414,117)**	**($749,367)**	**($810,120)**	**($926,309)**	**$116,188**	13%

SUPPLEMENTAL ITEM 4
August 10, 2026

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: ACTUAL Results Year-to-Date Jun, 2026

	FY23-24	FY24-25	FY25-26		Variance:	
	Actual	Actual	Actual	Budget	$	%
Revenue						
Taxes	$15,671,079	$16,130,647	$16,545,519	$16,584,796	($39,278)	(0%)
From Operations	8,612,882	9,271,596	10,005,267	9,588,586	416,681	4%
Total Revenue	**$24,283,961**	**$25,402,243**	**$26,550,786**	**$26,173,382**	**$377,403**	1%
Salary and Benefits	$13,881,176	$15,360,319	$16,151,426	$16,511,873	**360,447**	2%
Services and Supplies	$8,599,547	$9,857,611	$9,088,398	$9,386,111	**297,713**	3%
Operating Capital	$548,336	$86,200	$193,357	$202,872	**9,515**	5%
Sub-total, Expenses	**$23,029,059**	**$25,304,130**	**$25,433,181**	**$26,100,856**	**$667,675**	3%
Net Operating Results	**$1,254,902**	**$98,113**	**$1,117,605**	**$72,526**	**$1,045,079**	1,441%

SUPPLEMENTAL ITEM 4
August 10, 2026

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Expenses by Type View by Unit: ACTUAL Results Year-to-Date Jun, 2026

	FY23-24	FY24-25	FY25-26		Variance	
	Actual	Actual	Actual	Budget	$	%
Salaries and Benefits						
Full Time Salaries	$7,552,640	$8,373,095	$8,906,325	$8,943,210	$36,886	0%
Part Time Benefited Wages	$938,840	$792,585	$710,869	$742,421	$31,552	4%
Casual Wages	$1,923,709	$2,253,760	$2,409,813	$2,564,730	$154,917	6%
Board of Directors Stipends	$28,100	$28,500	$24,600	$30,800	$6,200	20%
Retirement	$597,931	$664,026	$712,194	$748,377	$36,183	5%
Employee Group Insurance	$1,955,434	$2,311,181	$2,278,573	$2,293,110	$14,536	1%
Workers Compensation	$367,938	$290,350	$415,154	$476,895	$61,741	13%
Unemployment Claims	($50,000)	$0	$0	$0	$0	-
Medicare/FICA	$566,585	$646,823	$693,899	$712,330	$18,431	3%
Total Salaries and Benefits	**$13,881,176**	**$15,360,319**	**$16,151,426**	**$16,511,873**	**$360,447**	**2%**
% of total	*60%*	*61%*	*64%*	*63%*		
Services and Supplies						
Agricultural	$71,300	$111,594	$116,194	$125,623	$9,429	8%
Uniforms	$40,960	$39,073	$39,409	$46,437	$7,027	15%
Household Supplies	$71,541	$80,072	$85,042	$82,794	($2,247)	(3%)
Food	$88,599	$104,157	$110,506	$114,945	$4,439	4%
Office Supplies	$29,857	$29,986	$26,476	$31,780	$5,304	17%
Medical Expense	$19,042	$16,449	$11,445	$13,368	$1,923	14%
Tools & Instruments	$52,698	$48,237	$38,356	$36,287	($2,068)	(6%)
Non-Capital Equipment	$70,978	$65,376	$61,925	$63,961	$2,036	3%
Maint. - Structures/Grounds	$982,642	$1,271,884	$866,912	$870,959	$4,047	0%
Maintenance of Equipment	$271,784	$356,769	$276,536	$358,194	$81,658	23%
Utilities - Water/Sewer	$1,640,078	$1,911,401	$1,784,383	$1,948,023	$163,641	8%
Utilities -Gas/Electric/Other	$582,392	$577,819	$549,060	$630,988	$81,929	13%
Communications	$161,651	$187,969	$191,356	$186,580	($4,777)	(3%)
Memberships	$33,252	$38,724	$38,715	$55,377	$16,662	30%
Transportation & Travel	$137,387	$133,920	$141,799	$149,694	$7,895	5%
Training & Conferences	$35,200	$59,477	$22,839	$33,166	$10,327	31%
Publications & Legal Notices	$4,902	$2,189	$4,648	$12,873	$8,225	64%
Legal Services	$167,364	$204,921	$185,585	$150,507	($35,079)	(23%)
Program Services/Supplies	$146,784	$441,196	$189,363	$147,184	($42,179)	(29%)
Professional Services	$988,331	$839,415	$935,320	$948,868	$13,547	1%
Licensing	$20,386	$30,009	$27,623	$40,118	$12,495	31%
Field Trips & Events	$74,194	$65,939	$78,792	$71,680	($7,112)	(10%)
Instructors & Sports Officials	$469,422	$523,128	$552,452	$517,693	($34,759)	(7%)
Insurance	$790,728	$901,930	$894,395	$900,499	$6,103	1%
Rent & Lease - Equipment	$75,574	$108,686	$91,327	$96,213	$4,886	5%
Rent & Lease - Structures	$171,863	$190,838	$194,480	$200,646	$6,166	3%
Rent & Lease - Vehicle	$311,634	$388,431	$283,115	$292,055	$8,939	3%
Miscellaneous Expense	$334	$2,722	$1,402	$1,449	$47	3%
Credit Card Fees and Finance Charges	$91,445	$110,462	$119,971	$97,539	($22,432)	(23%)
Recreation Software Transaction Fees	$35,799	$43,831	$50,923	$41,482	($9,441)	(23%)
Pension Debt Service Interest	$253,794	$248,374	$240,416	$241,498	$1,082	0%
POB Debt Service Principal	$550,000	$565,000	$720,000	$720,000	$0	0%
P G & E debt service	$157,631	$157,631	$157,631	$157,632	$0	0%
Total Services and Supplies	**$8,599,547**	**$9,857,611**	**$9,088,398**	**$9,386,111**	**$297,713**	**3%**
Operating Capital	**548,336**	**86,200**	**193,357**	**202,872**	**9,515**	**5%**
Total Operating Expenses	**$23,029,059**	**$25,304,130**	**$25,433,181**	**$26,100,856**	**$667,675**	**3%**

SUPPLEMENTAL ITEM 4
August 10, 2026

LARPD Reserve Account Detail as of 8/10/26

Reserve Account	Balance as of 7/1/26	Balance as of 8/10/26	Difference	Notes
Schurman Bequest	47,213.21	47,364.87	151.66	Donation for use at the Senior Center
Buckley Trust	340,333.45	341,426.69	1,093.24	Specific to Ravenswood
Sycamore Grove	101,781.64	102,108.59	326.95	Donation from a trust for use at Sycamore Grove
ESS Reserve	132,841.18	133,267.90	426.72	
Debt Service	1,146,201.37	1,149,883.28	3,681.91	
Budget Contingency	1,755,984.49	1,761,625.20	5,640.71	
Deferred Maintenance	217,088.87	217,786.22	697.35	
Total	**$ 3,741,444.21**	**$ 3,753,462.75**	**12,018.54**	

7-Day yield as of 8/7/26 was 3.80%

SUPPLEMENTAL ITEM 5
August 10, 2026