

COMMITTEES SINCE BOARD MEETING		
OF FEBRUARY 26, 2020		
*=Written Report		
STANDING COMMITTEES		
Date	Committee	Chair & Member
2/27 a	Facilities	Furst/Palajac
*3/02 b	Finance	Faltings/Pierpont
	Intergovernmental-EBRPD	Palajac/Pierpont
	Intergovernmental-LVJUSD/COL/LARPD	Furst for Palajac/Pierpont
	Personnel	Wilson/Faltings
	Program	Furst/Wilson
AD HOC COMMITTEES		
Date	Committee	Chair & Member
	Ad Hoc Facilities re: Memorial & Commemorative Program	Pierpont/Wilson
	Ad Hoc Personnel	Palajac/Furst
COMMUNITY OUTREACH LIAISON		
Date	Committee	Member
	Ala. Co. Special Districts Assn.	Faltings
3/4	Chamber of Commerce Business Alliance	Pierpont in for Furst
	Community Gardens	Wilson
	ESS Parent Advisory Commission	Pierpont
	LARPD Foundation	Faltings
3/4	Livermore Cultural Arts Council	Wilson
	Livermore Downtown, Inc.	Wilson in for Palajac
	Ravenswood Progress League	Pierpont
		ITEM NO. 6

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

DRAFT MINUTES

MONDAY, MARCH 2, 2020

1:30 PM

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

Committee Members Present: Maryalice Faltings, Philip Pierpont

Staff Present: Mat Fuzie, Patricia Lord, Jeffrey Schneider,
Allie Ikeda, Jill Kirk, Julie Dreher, Linda VanBuskirk,
Stacey Kenison, Frankie Rosa, Patrick Lucky

Members of the Public Present: None

1. Call to Order

Chair Faltings called the meeting to order at 1:35 p.m.

2. Public Comment

There were no comments from the public.

3. 2019-20 Mid-Year Operating Budget Recommendation

Administrative Services Manager Jeffrey Schneider discussed proposed mid-year adjustments to the District's Operating Budget and then reviewed District and Departmental financial summaries of all Revenue, Salaries & Benefits, and Services & Supplies for each of the District's departments. ASM Schneider reported that as a result of the proposed mid-year adjustments, the District's FY 2019-20 Mid-Year Operating Budget reflects a contingency of \$913K, up from \$431K in the original budget.

- Could we incorporate a DELTA column in these financial summaries?
[Pierpont]
- Will also do a trended cash flow that will include CIP projects to be paid for out of the General Fund. [ASM Schneider]
- Make adjustments to align the Open Space units with the Community Services Department, before the Budget Workshop on March 11th [ASM Schneider]

The Committee recommends Board approval of the proposed 2019-20 Mid-year Operating Budget after review by the full Board at the upcoming Board Budget Workshop on March 11, 2020.

4. Review of Pending Board Resolution Deleting Certain Fixed Assets and Related Policy

ASM Schneider Jeff reported on the list of vehicles which the District proposes to delete from its inventory, and to utilize Enterprise Fleet Management's resources to sell them. These vehicles are fully depreciated and have been replaced by EFM leased vehicles. EFM will credit the District from the net proceeds from these sales.

- Please provide a list of all vehicles to the Committee for its information.
[Pierpont]

Discussion ensued regarding the Deaccession Policy (No. FIN-98-52798) attached to the staff report. The policy doesn't seem relevant to the deletion of vehicles, and may need to be updated.

- Review Policy No. FIN-98-52798. Suggest addition of language pertaining to procurement and asset disposal.

The Committee recommends Board approval of the deletion of certain fixed assets presented. Direction was given to place this item on the Consent Agenda.

5. Review of Financial Results through January, 2020

ASM Schneider provided the Finance Committee with a summary level view of financial results, year-to-date through month 7 (January 2020), including the following:

1. Summary level view of financial results: Year-to-Date through Moth 7 (January 2020)
2. Actual Results vs. Budget, YTD thru Month 7: Results by Unit/Department
 - a. Revenue, Salaries/Benefits, Services and Supplies, and Net Results (Rev-Exp)
 - b. Variance In Better/(Poorer) format
3. Actual Results vs. Prior Year, YTD thru Month 7: Results by Unit/Department
 - a. Revenue, Salaries/Benefits, Services and Supplies, and Net Results (Rev-Exp)
 - b. Variance in Increase/(Decrease) format
4. Actual Results vs Budget, Month 7: Results by Unit/Department
 - a. Revenue, Salaries/Benefits, Services and Supplies, and Net Results (Rev-Exp)
 - b. Variance In Better/(Poorer) format
5. Salary and Benefit Assumptions: FY19-20 and FY 20-21

No Committee action was taken.

6. Matters Initiated

- a) Chair Faltings asked for a status update on Mr. Garry Rodrigue’s request to have the Board address alleged inconsistencies with the LARPD special tax on rural properties. The Board directed staff at its January 29, 2020 meeting to present the item for discussion at an upcoming Finance Committee meeting. GM Fuzie explained that he has been in contact with the County Assessor’s office, who determines the categories of county land use. Discussion ensued regarding the various types of land use, including the rural category – with significant commercial use – which the Rodrigue’s property falls under.
 - Staff was directed to contact Mr. and Mrs. Rodrigue to advise when their item would be placed on the agenda.

- 7. **Adjournment:** Chair Faltings adjourned the meeting at 2:43 p.m.