



Livermore Area
Recreation and Park District
An independent special district

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

DRAFT MINUTES

WEDNESDAY, MARCH 11, 2020

5:30 P.M.

ROBERT LIVERMORE COMMUNITY CENTER
4444 EAST AVENUE, LIVERMORE, CALIFORNIA

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

DIRECTORS ABSENT: None

STAFF MEMBERS PRESENT: Mat Fuzie, Patricia Lord, Jeffrey Schneider, Allie Ikeda, Jill Kirk, Bruce Aizawa, Fred Haldeman, Nancy Blair, David Weisgerber, Vicki Wiedenfeld, Joseph Benjamin, Michelle Newbould, Linda VanBuskirk

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

Chair Palajac called the meeting to order at 5:30 p.m. All Directors were present. Chair Palajac led the Pledge of Allegiance.

Chair Palajac expressed the Board's appreciation of Staff's fluidity during the coronavirus situation and efforts to work together with the Board and the public as the situation changes hourly. She announced that after speaking with the General Manager, the District will revise its meeting schedule to go down to one Board meeting per month, at least for the next month or two, until the situation stabilizes, to lessen the potential of getting people sick. Most committee meetings will be cancelled through March and April. GM Fuzie added that he will be working on schedules and precautions the District should take moving forward to get through this period of time. Items that were going through committees will now be handled through high-quality staff reports. The District will closely follow the guidelines from Alameda County, the City of Livermore and LVJUSD. Director Furst suggested the District be proactive.

Director Pierpont arrived on the dais at 5:38 p.m.

2. BUDGET WORKSHOP

2.1 FY 2019-2020 MID-YEAR OPERATING BUDGET UPDATE

Administrative Services Manager Jeffrey Schneider presented a detailed report on the District's Mid-Year Operating Budget, as outlined in the staff report. The presentation was previewed by the Finance Committee at its March 2, 2020 meeting, and included a line item review of Year-to-Date actual results through December, 2019 and a Balance of Year projection for January 2020 through June 2020 detailing all Revenue, Salaries & Benefits, Services & Supplies, and the Net Operating Results versus the Approved Budget. The District projects a balanced budget with a surplus Net Operating result of \$602K. ASM Schneider stated this is a view of the District's finances prior to the coronavirus and its financial impact to the District.

Directors had comments and questions regarding the following: Classes affected by AB5 legislation and minimal public impact; aquatics programming adjusted to offer classes based on public interest; how to involve the LARPD Foundation in certain events; overages on items 4450 Maint. – Structures/Grounds, 4465 Professional Services, and 4478 Rent & Lease – Vehicles, and a suggestion to have a separate line item for IT services.

2.2 2020-2021 CALENDAR AND BUDGET PROCESS

ASM Schneider reported on the FY 20-21 Budget Development Timeline as follows:

May 18 = Finance Committee review of the preliminary financials workup
June 9 = Budget Workshop for preliminary board presentation of the Operating and CIP Budget.
June 24 = Final Budget presentation

Board consensus was that the timeline, as shown, is recommended.

3. ADJOURNMENT

Chair Palajac adjourned the meeting at 6:26 p.m.

APPROVED,

Jan Palajac
Chair, Board of Directors

ATTEST:

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