

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

DRAFT MINUTES

Monday, August 17, 2020
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: Maryalice Faltings, Philip Pierpont

LARPD Staff Present: Mathew Fuzie, Patricia Lord, Jeffrey Schneider, Allie Ikeda, David Weisgerber, Joseph Benjamin, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Nancy Blair, Natalie Kaaiawahia, Patrick Lucky, Robert Sanchez

Others Present: Stacey Swanson

1. Call to Order: Committee Member Pierpont called the meeting to order at 1:41p.m.

*Committee Chair Faltings was absent.

2. Public Comment: There were no comments from the public.

3. Approval of the Minutes of the Finance Committee meeting on July 20, 2020:

The minutes of July 20, 2020 were approved as submitted by unanimous vote.

*Chair Faltings arrived on the Zoom webinar at 1:45 p.m.

4. Updated FY 2019-20 Actual Results – Unaudited: (Discussion)

Administrative Services Manager Jeffrey Schneider reported a Net Operating Result of **(\$970k)** vs the preliminary number of **(\$1.3M)** that had previously been reported. He highlighted contributing entries of accrued property and parcel taxes totaling \$550k, which more than offset the impact of an unemployment expense invoice of \$248k for the period from mid-March through June 2020. He reported that a reimbursement of approximately 50% of the \$248k in unemployment expenses will be taken care of through the CARES Act legislation.

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

5. July Preliminary Actual Results: (Discussion)

ASM Schneider provided a summary level view of year-to-date results for July vs. the approved budget.

- Revenues exceed Budget by \$100k or 57% (deferred items).
- Salary and Benefit Expenses were \$19k or 2% better than budget.
- Services, Supplies and Capital were \$27k or 6% above budget.
- Net Operating Results total (\$1,118,018) vs plan of (\$1,210,015) or \$92k better than planned.
- Director Pierpont asked what the figures were from July last year. ASM Schneider stated that last year's actual were Revenue of \$787k, Salary and Benefit Expenses were \$1,372,000, and Services, Supplies and Capital were \$599k.

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

6. COVID Planning Status: (Discussion)

General Manager Mat Fuzie and ASM Schneider reported that the Ad Hoc Budget Committee is working closely with division managers on ongoing assumptions about the District. With guidance that comes from the Ad Hoc Committee, revised financial forecasts may then be created to gauge results going forward. The Committee's recommendations will go directly to the full Board.

Chair Faltings asked if a hard copy/book format is available of the FY 20-21 Approved Budget. ASM Schneider stated that the information was provided during the Budget presentation to the full Board in late June. GM Fuzie responded that because we are operating under a state of emergency, within that stated emergency there were additional authorities given to the GM to make decisions regarding the state of the budget, etc., and those are currently in play. Additionally, since everything has been changing so rapidly, the budgeted figures and underlying assumptions are not consistent with the current environment within which we are operating.. Moving forward, staff will report on actual results versus the Approved Budget as well as the current Forecast.

- ASM Schneider to provide Chair Faltings with a hard copy version aside from the presentation materials as a reference point. [This should be printed with a large font.]

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

7. AB 1600 Funding and Joe Michell – Status: (Discussion)

GM Fuzie reported that the initial analysis from District Counsel Neumiller and Beardslee came back with a negative recommendation. However, they were looking at the issue as a school function and not as a recreation function. Since a great deal of Extended Student Services is recreation, they are looking at it in that light. During this emergency response, childcare has been deemed essential. LARPD is providing an essential service to the community for which those funds are supposed to be used to increase capacity for the services we provide. We will also be using discussions with the City Manager and City

Financial Officer to make a recommendation to the full Board as to whether it qualifies for AB 1600 funding.

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

8. Matters Initiated: None.

9. Adjournment: The meeting was adjourned at 2:21 p.m.