

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

DRAFT MINUTES

Monday, March 1, 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, Jessie Masingale, 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 1:33 p.m.
- 2. Public Comment:** There were no comments from the public.
- 3. Approval of the Minutes of the Finance Committee Meeting held on January 25, 2021:**
The minutes of January 25, 2021 were approved as submitted by unanimous vote.
- 4. Review District's FY20-21 Mid-Year Budget Update and Preliminary Financial Plan for FY 21-22**

Administrative Services Manager Jeffrey Schneider gave a presentation on proposed mid-year adjustments to the District's Operating Budget plus key assumptions for the current and upcoming fiscal years, and a three-year view of CIP (Capital Improvement Program) spending. The committee supported staff's plan to utilize its presentation as a foundation for the March 10th Board Budget Workshop.

ASM Schneider reported that as a result of the proposed mid-year adjustments, the District's FY20-21 Mid-Year Operating Budget reflects total revenues of \$17.6 million, down **\$2.6 million** from last year and \$1.7million below the Approved Budget, but \$197k above the September Forecast, our effective plan of record for FY20-21. The proposed mid-year Budget reflects a net operating result (revenues less operating expenses) of \$781k, which will fund \$341k of CIP projects that will require General Fund monies, with the remainder (\$440k) available to be added to reserves.

He further reported that the Preliminary Budget for FY 21-22 reflects a net operating result of \$1.3 million, an increase of 69% over the FY20-21 Mid-Year Budget figure, on revenues of \$20.3 million. After accounting for \$368k of CIP projects that will require general fund monies, the total addition to the general fund is projected to be \$955k for FY21-22.

Action Items:

- Board must have a strategic level discussion re: opportunities to drive revenue, with a focus on their impact on cash flows.
- May want to add a notation regarding ESS contributions in normal, pre-COVID times, to help illustrate the impact of COVID on ESS and the District as a whole.
- LARPD must be aware of, and plan for, large deferred maintenance projects. Used HARD as an example of a district resorting to floating a large bond due to large deferred maintenance costs.
- Use of AB1600 funds will be an important discussion topic during the CIP Workshop.
- Staff and Committee members would like to discuss the District's reserve policy at a future Finance Committee meeting.

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 10, 2021.

5. Review Actual Financial Results for January, 2021

Administrative Services Manager Jeffrey Schneider provided an update on financial schedules which detailed the 1) District's Preliminary Actual Results for January 2021. Results by Unit/Department showed favorable 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.

6. Matters Initiated:

- ASM Schneider announced there is a lull on the pension obligation bond effort. The District is waiting for updated projections from ACERA which should be received by mid-April/early May.

7. Adjournment: The meeting was adjourned at 3:05 p.m.