

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

MINUTES

Monday, April 22, 2024
2:00 p.m.

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

Committee Members Present: Chair Pierpont, Director Palajac

LARPD Staff Present: Mat Fuzie, General Manager (GM)
Linda VanBuskirk, Executive Assistant
Rene Venus Dalusong, Executive Assistant
Julie Dreher, Finance Officer (FO)
Kendahl Hettick, Financial Analyst
David Weisgerber, Community Outreach Supervisor (COS)
Fred Haldeman, Parks & Facilities Manager (PFM)
Patrick Lucky, Aquatics Recreation Supervisor

Others Present: There were no members of the public present.

1. **Call to Order:** Chair Pierpont called the meeting to order at 2:12 p.m.
2. **Public Comment:** Chair Pierpont opened the public comment period. There were no speakers, and the public comment period was closed.
3. **Approval of the Minutes of the Finance Committee Meeting held on February 26, 2024:**
Action: The minutes of the Finance Committee meeting held on February 26, 2024 were approved unanimously as submitted.
4. **March 2024 Financials:**
FO Dreher provided a handout (Attachment 1) to the Committee and reviewed the March 2024 financials. A brief recap is as follows:
 - Operating Capital: purchased two mowers.
 - Services and Supplies: new legal services, purchase of sprayers, turbo vacuums and mowers.**Action:** This was a discussion only; no Committee action was taken.
5. **Update on Finance Goals and Objectives:**
FO Dreher provided a handout (Attachment 2) to the Committee and reviewed the FY23-24 Finance objectives. A brief recap is as follows:

- #7 FY23-24 Mid-Year Budget Process, including a first pass at the FY24-25 Operating and CIP Budgets – Completed.
- #9 Implement ACH origination process with U.S. Bank – Live and completed. ACH payments were sent to ACERA.
- #12 Final FY24-25 Budget Process – Currently in progress. Core departments are adding their items.
- #13 Virtual Payment Campaign – currently searching vendors for virtual payments.

Action: This was a discussion only; no Committee action was taken.

6. Budget Workshop Recap

GM Fuzie provided a brief recap of the budget workshop noting the main topics were philosophy and strategy.

Action: This was a discussion only; no Committee action was taken.

7. Future Agenda Items / Matters Initiated / Announcements

- Chair Pierpont asked about the cost of the Cayetano Park turf replacement. *[FO Dreher explained how the Cayetano Park cost is being paid out of the General Fund without touching the reserves. PFM Haldeman noted that turf was initially built with low-cost products. The current price is around \$992k.]*
- Director Palajac questioned the auditor's contract and how far in advance we need to begin the Request for Proposals process. *[GM Fuzie – Discussions should begin once the budget is passed, perhaps in July, with RFPs to be reviewed in the summer.]*
- Chair Pierpont asked for an update on the status of Springtown discussions. *[GM Fuzie explained that there is one more staff-to-staff meeting planned. Subsequently, the city intends to present its plan to the Board around June. The plan entails the city constructing the facilities and then transferring their management to the park district (with Board approval). The city is considering a budget of \$7.5 million, which they currently lack, thus they are seeking alternative funding sources. They have assured that all our projects in the pipeline are still intact and will retain their funding].*

8. Adjournment: The meeting was adjourned at 2:49 p.m.

Lvb/rvd