

Livermore Area Recreation and Park District

FINANCE COMMITTEE

DRAFT MINUTES

**Monday, April 6, 2026
2:00 p.m.**

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

Committee Members Present: Chair James Boswell, Director Jan Palajac

Committee Member Absent: None.

Staff Present: Mathew Fuzie, General Manager (GM)
Kendahl Hettick, Financial Analyst (FO)
Rene Venus Dalusong, Executive Assistant

Others Present: None.

1. **Call to Order:** Chair Boswell called the meeting to order at 2:03 p.m.
2. **Public Comment:** Chair Boswell opened the public comment period. There were no speakers. The public comment period was closed.
3. **Approval of the Minutes:** Finance Committee Meeting held on March 2, 2026.
 - **Action:** The minutes for the Finance Committee held on March 2, 2026, were approved as submitted.
4. **Preliminary February 2026 Financials:** FA Hettick provided the preliminary financial results for February 2026 (Supplemental Item 4). The District outperformed budget expectations, reporting a positive net operating variance of \$1,018,227, or 47% above target. However, a significant portion of this variance (\$733k) is attributable to timing, as these revenues are typically received in March, where they are budgeted.
 - **Action:** This was a discussion only; no Committee action was taken.
5. **Financial Policies Update** (Standing Item):
GM Fuzie announced the following:
 - a) CalCard: The Finance Team will launch the new automated CalCard process by late summer.
 - b) Procurement Policy: Staff are still working on the Procurement Policy.
 - c) Reserve Policy: Changes to the policy will be discussed at the May Committee meeting.
 - **Action:** This was a discussion only; no Committee action was taken.

6. **Future Agenda Items / Matters Initiated / Announcements:**
 - a) GM Fuzie reviewed the Budget Workshop dates and other future meetings.
 - b) Director Palajac suggested hiring a consultant to review LARPD's assets and identify ways to increase their value. GM Fuzie will research this and report back to the Committee.

7. **Adjournment:** The meeting was adjourned at 2:42 p.m.

/Rvd

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: ACTUAL Results For the Month of Feb, 2026

	FY23-24	FY24-25	FY25-26		Variance:	
	Actual	Actual	Actual	Budget	\$	%
Revenue						
Taxes	\$122,303	\$99,016	\$763,264	\$35,705	\$727,559	2,038%
From Operations	655,075	678,923	732,510	692,009	40,501	6%
Total Revenue	\$777,377	\$777,939	\$1,495,774	\$727,714	\$768,060	106%
Salary and Benefits	1,056,486	1,157,890	1,256,153	1,274,353	18,200	1%
Services and Supplies	494,562	538,626	524,887	613,999	89,112	15%
Operating Capital	0	9,493	0	0	0	-
Sub-total, Expenses	\$1,551,048	\$1,706,009	\$1,781,040	\$1,888,352	\$107,312	6%
Net Operating Results	(\$773,671)	(\$928,070)	(\$285,266)	(\$1,160,638)	\$875,372	75%

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Summary View: ACTUAL Results Year-to-Date Feb, 2026

	FY23-24	FY24-25	FY25-26		Variance:	
	Actual	Actual	Actual	Budget	\$	%
Revenue						
Taxes	\$8,017,849	\$8,259,145	\$9,173,685	\$8,478,910	\$694,776	8%
From Operations	5,326,164	5,994,642	6,610,815	6,523,124	87,691	1%
Total Revenue	\$13,344,013	\$14,253,787	\$15,784,500	\$15,002,034	\$782,467	5%
Salary and Benefits	\$8,716,476	\$9,573,112	\$10,560,063	\$10,676,911	116,848	1%
Services and Supplies	\$5,810,651	\$6,347,502	\$6,165,845	\$6,284,757	118,912	2%
Operating Capital	\$193,414	\$25,347	\$193,357	\$193,357	0	0%
Sub-total, Expenses	\$14,720,541	\$15,945,960	\$16,919,265	\$17,155,026	\$235,761	1%
Net Operating Results	(\$1,376,529)	(\$1,692,173)	(\$1,134,765)	(\$2,152,992)	\$1,018,227	47%

LIVERMORE AREA RECREATION AND PARK DISTRICT (LARPD)
Expenses by Type View by Unit: ACTUAL Results Year-to-Date Feb, 2026

	FY23-24	FY24-25	FY25-26		Variance	
	Actual	Actual	Actual	Budget	\$	%
Salaries and Benefits						
Full Time Salaries	\$4,761,865	\$5,254,584	\$5,885,925	\$5,847,067	(\$38,858)	(1%)
Part Time Benefited Wages	\$603,559	\$485,040	\$483,510	\$496,737	\$13,226	3%
Casual Wages	\$1,133,638	\$1,319,407	\$1,464,870	\$1,554,811	\$89,941	6%
Board of Directors Stipends	\$18,400	\$17,800	\$16,400	\$18,800	\$2,400	13%
Retirement	\$427,228	\$415,164	\$474,238	\$483,099	\$8,861	2%
Employee Group Insurance	\$1,164,303	\$1,425,113	\$1,509,020	\$1,526,583	\$17,563	1%
Workers Compensation	\$258,360	\$259,590	\$280,782	\$296,110	\$15,328	5%
Medicare/FICA	\$349,123	\$396,414	\$445,318	\$453,704	\$8,386	2%
Total Salaries and Benefits	\$8,716,476	\$9,573,112	\$10,560,063	\$10,676,911	\$116,848	1%
<i>% of total</i>	<i>59%</i>	<i>60%</i>	<i>62%</i>	<i>62%</i>		
Services and Supplies						
Agricultural	\$38,734	\$67,206	\$82,407	\$77,823	(\$4,585)	(6%)
Uniforms	\$24,402	\$28,341	\$18,113	\$23,467	\$5,353	23%
Household Supplies	\$45,346	\$53,056	\$45,779	\$51,044	\$5,265	10%
Food	\$56,522	\$62,066	\$67,628	\$72,295	\$4,668	6%
Office Supplies	\$20,204	\$20,616	\$18,983	\$19,925	\$943	5%
Medical Expense	\$12,082	\$9,501	\$4,787	\$5,408	\$621	11%
Tools & Instruments	\$30,519	\$28,134	\$28,999	\$28,647	(\$352)	(1%)
Non-Capital Equipment	\$41,559	\$55,151	\$39,416	\$43,961	\$4,545	10%
Maint. - Structures/Grounds	\$664,888	\$739,374	\$635,330	\$623,899	(\$11,431)	(2%)
Maintenance of Equipment	\$164,544	\$265,507	\$203,550	\$215,102	\$11,552	5%
Utilities - Water/Sewer	\$1,139,825	\$1,235,709	\$1,149,300	\$1,204,415	\$55,115	5%
Utilities - Gas/Electric/Other	\$403,063	\$402,744	\$393,063	\$408,308	\$15,246	4%
Communications	\$106,134	\$126,968	\$127,145	\$123,140	(\$4,005)	(3%)
Memberships	\$25,629	\$27,860	\$33,117	\$49,522	\$16,405	33%
Transportation & Travel	\$69,018	\$65,192	\$70,597	\$70,994	\$397	1%
Training & Conferences	\$22,849	\$43,067	\$14,003	\$19,626	\$5,623	29%
Publications & Legal Notices	\$2,399	\$2,043	\$4,648	\$5,178	\$530	10%
Legal Services	\$39,410	\$131,484	\$87,212	\$90,507	\$3,295	4%
Program Services/Supplies	\$86,240	\$89,529	\$86,695	\$91,294	\$4,600	5%
Professional Services	\$689,569	\$520,326	\$568,931	\$553,517	(\$15,414)	(3%)
Licensing	\$15,052	\$25,253	\$21,768	\$32,288	\$10,520	33%
Field Trips & Events	\$53,354	\$40,681	\$50,249	\$50,930	\$680	1%
Instructors & Sports Officials	\$302,070	\$339,485	\$350,031	\$345,593	(\$4,438)	(1%)
Insurance	\$525,375	\$599,799	\$593,564	\$596,901	\$3,337	1%
Rent & Lease - Equipment	\$44,612	\$70,364	\$63,964	\$65,921	\$1,956	3%
Rent & Lease - Structures	\$111,110	\$122,645	\$127,764	\$135,262	\$7,498	6%
Rent & Lease - Vehicle	\$187,408	\$264,150	\$207,202	\$208,055	\$853	0%
Miscellaneous Expense	\$17	\$1,127	\$1,604	\$1,449	(\$155)	(11%)
Credit Card Fees and Finance Charges	\$42,648	\$49,963	\$55,799	\$55,339	(\$459)	(1%)
Recreation Software Transaction Fees	\$21,076	\$23,581	\$27,513	\$27,182	(\$331)	(1%)
Pension Debt Service Interest	\$169,905	\$166,493	\$161,595	\$162,678	\$1,082	1%
POB Debt Service Principal	\$550,000	\$565,000	\$720,000	\$720,000	\$0	0%
P G & E debt service	\$105,087	\$105,087	\$105,087	\$105,088	\$0	0%
Total Services and Supplies	\$5,810,651	\$6,347,502	\$6,165,845	\$6,284,757	\$118,912	2%
Operating Capital	193,414	25,347	193,357	193,357	0	0%
Total Operating Expenses	\$14,720,541	\$15,945,960	\$16,919,265	\$17,155,026	\$235,761	1%

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