

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

DRAFT MINUTES

MONDAY, JUNE 15, 2020

1:30 PM

via Zoom webinar

Committee Members Present: Maryalice Faltings, Philip Pierpont

Staff Present: Mat Fuzie, Jeffrey Schneider, Patricia Lord, Jill Kirk, Fred Haldeman, Julie Dreher, Joseph Benjamin, Linda VanBuskirk, Lynn Loucks, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Patrick Lucky, Robert Sanchez, Stacey Kenison, Vicki Wiedenfeld

Members of the Public Present: None

1. Call to Order

Chair Faltings called the meeting to order at 1:31 p.m.

2. Public Comment

There were no comments from the public.

3. Approval of the Minutes of the Finance Committee Meeting held on May 18, 2020: (Action)

The minutes of May 18, 2020 were approved as submitted by unanimous vote.

4. Compensation for District Employees: (Action)

Administrative Services Manager Jeffrey Schneider reported on assumptions for salaries and benefits for Fiscal Year 2020-21, effective July 1, 2020. The list of salary and benefit proposals have been reviewed with the Personnel Commission on June 9, 2020, as well as with the Board of Directors at its June 9, 2020 meetings during the Preliminary Budget Review process, and with the Personnel Committee at its June 11, 2020 meeting.

- The Committee recommended this item be moved forward to the full Board at its June 24, 2020 meeting for review and approval.

5. Cash Management: (Discussion)

ASM Schneider reported on several efforts underway to maximize returns on the District's cash balances, to consider bond/lease financing of projects, borrowing forward with the County against the District's December tax inflow, and consideration of a bank Request for Proposals (RFP).

- Director Pierpont suggested that the ACERA retirement option be a separate line item from other projects for funding consideration.
- Director Pierpont expressed interest in finding out what other Alameda County Special Districts and other park districts such as Hayward Area Recreation and Park District are doing in regards to their retirement programs.

No Committee action was taken.

6. Fiscal Year 2020-21 Appropriations Limit: (Action)

Finance Officer Julie Dreher and ASM Schneider explained that the appropriations limit is mandated as a result of the 1979 Gann Spending Limitation Initiative. It is a calculation done each year that mandates an appropriation limit on the amount of tax proceeds that state and most local government jurisdictions may appropriate within a fiscal year. The current Appropriations Limit is \$24,004,056 which is almost twice the amount of tax proceeds of \$12,754,762 included in the Preliminary FY 20-21 Budget. Staff recommends that the Committee recommend Board approval of the FY 20-21 Annual Appropriations Limit.

- The Committee recommended this item be moved forward to the full Board at its June 24, 2020 meeting for review and approval.

7. Renew Special Tax 97-1 and Set the New Rate for Fiscal Year 2020-21: (Action)

ASM Schneider reported on Special Tax 97-1 and the need for the Board to approve a 2% increase, the maximum allowed by the related legislation, which amounts to approximately \$31,900 per year in revenue, and is meant to cover maintenance costs in support of park operations. Staff recommends that the Committee recommend Board approval to renew Special Tax 9701 and set the Equivalent Dwelling Unit (EDU) rate at \$36.45 for FY 2020-21.

- The Committee recommended this item be moved forward to the full Board at its June 24, 2020 meeting for review and approval.

8. LARPD Contribution to the Alameda County Employees' Retirement Association 401(h) Sub-Account for Retirees' Medical for the 2020-21 Fiscal Year: (Action)

ASM Schneider reported on annual funding of the 401(h) Sub-Account for Retirees' Medical with the Alameda County Employees' Retirement Association (ACERA) for Fiscal Year 2020-21 in the amount of \$329,550.84. He explained funding of tax-free health benefits for LARPD retirees who are enrolled in an ACERA-sponsored medical plan. Staff recommends the District continue to support this plan with the help of ACERA administration of it. He

reported that this does not impact the District's retirement contribution rates and is not a net impact to the District, but it does provide benefits for LARPD's retirees.

- ASM Schneider to forward talking points to the Committee members regarding the monthly medical allowance (MMA) provided by this plan to provide for partial coverage of retirees' monthly medical premiums.
- The Committee recommended this item be moved forward to the full Board at its June 24, 2020 meeting for review and approval.

9. FY 2020-21 Operating and CIP Budgets: (Discussion)

ASM Schneider asked for feedback and guidance from the Committee members in preparation for the June 24, 2020 full Board meeting when the Final Operating and CIP Budgets will be presented for the Board's review and approval.

Committee and board members will meet one-on-one to discuss the budget process with the General Manager prior to the June 24, 2020 full Board meeting.

10. Matters Initiated

- a) ASM Schneider discussed restructuring of the Finance Department over the past several months as the new accountant did not pass probation and was let go. Ms. Lynn Loucks has returned to the position of Accountant and has been working very effectively with Finance Officer Julie Dreher. He commended Ms. Loucks for her flexibility over the past year, and Ms. Dreher for managing all the day-to-day accounting issues.

11. Adjournment: The meeting was adjourned at 2:12 p.m.